

**AGENDA
REGULAR SESSION
HIGHLAND CITY COUNCIL
CITY HALL, 1115 BROADWAY
MONDAY, APRIL 6, 2020
7:00 PM**

**NOTE: This meeting will be conducted via phone conference as part of COVID-19 response.
Please see page 4 of this agenda for instructions for submitting public comments and for monitoring the meeting**

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

MINUTES:

1. **MOTION** – Approve Minutes of March 16, 2020 Regular Session (attached)
2. **MOTION** – Approve Minutes of March 20, 2020 Special Session (attached)
3. **MOTION** – Approve Minutes of March 30, 2020 Special Budget Session (attached)

PROCLAMATIONS:

- Mayor Michaelis will read a document proclaiming April 19, 2020 Congenital Diaphragmatic Hernia Awareness Day.

PUBLIC FORUM:

A. Citizens' Requests and Comments:

1. Trekking for CDH 5K Run/Walk for CDH Awareness Request – Rachel VonHatten, Event Organizer (attached)

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

B. Requests of Council:

C. Staff Reports:

UNFINISHED BUSINESS:

- A. **MOTION** – Bill #20-40/RESOLUTION Approving the Revised Preliminary Plat of Carbay Crest Subdivision, Phase II (attached)

NEW BUSINESS:

- A. **MOTION** – Bill #20-42/RESOLUTION Approving “Change Order” Submitted by Mettler Development for the Demolition of 516 9th Street (attached)
- B. **MOTION** – Making Tentative Budget for FY 2020-2021 Available for Public Review at City Hall and Setting the Public Hearing Date for 7:00 PM on Monday, April 20, 2020 (attached)
- C. **MOTION** – Approving Transfer of Graves in City Cemetery (Gruendemann to Dean-Deibert) (attached)

Continued

- D. **MOTION** – Approve Building Permit Fee Waiver Request Submitted by St. Paul Catholic Church (attached)
- E. **MOTION** – Approving a Notice of Municipal Letting, Bid #F-02-20 for Purchase of Three New Automatic CPR Devices (attached)
- F. **MOTION** – Award Bid #PW-18-17, for the US 40/Hemlock Street/Frank Watson Parkway Intersection Signalization Project (attached)
- G. **MOTION** – Bill #20-43/RESOLUTION Approving Limited Construction Engineering Services Agreement with Oates Associates, Inc., for the Proposed Hemlock Street Traffic Signal at CSXT Railroad Crossing (attached)
- H. **MOTION** – Bill #20-44/ORDINANCE Declaring 1995 Chevrolet Blazer Surplus Property and Authorizing Its Sale (attached)
- I. **MOTION** – Bill #20-45/ORDINANCE Declaring a 1992 Spartan Diamond Fire Apparatus Surplus and Authorizing Its Sale (attached)
- J. **MOTION** – Bill #20-46/RESOLUTION Requesting Road Closure for 2020 Schweizerfest Event (attached)
- K. **MOTION** – Bill #20-47/RESOLUTION Requesting Road Closures for 2020 Schweizerfest Parades (attached)
- L. **MOTION** – Bill #20-48/ORDINANCE Repealing and Replacing Table and Diagram from Chapter 90—Zoning, Article V – Off-Street Parking and Loading, Sec. 90-224 – Design Requirements (attached)
- M. **MOTION** – Bill #20-49/ORDINANCE Amending Zoning Classification of Property Located at 1208 Old Trenton Road From “R-1-B” Single-Family Residential District to “I” Industrial (attached)
- N. **MOTION** – Bill #20-50/RESOLUTION Making Separate Statement of Findings of Fact in Connection with Ordinance Granting Special Use Permit for a Brewery to Operate within the C-2 Zoning District (attached)
- O. **MOTION** – Bill #20-51/ORDINANCE Granting Special Use Permit to TJO Holdings, LLC, for a Brewery Within the C-2 Zoning District at 907 Main Street, PIN #01-2-24-05-07-201-018 (attached)
- P. **MOTION** – Bill #20-52/ORDINANCE Approving and Authorizing Execution of a Development Agreement for a Project in Business District Number One with TJO Holdings, LLC, and Other Actions Related Thereto (attached)

- Q. **MOTION** – Bill #20-53/ORDINANCE Amending Chapter 6, of the Code of Ordinances, Alcoholic Liquor, to Increase the Number of G Liquor Licenses to Three (attached)
- R. **MOTION** – Bill #20-54/RESOLUTION Issuing Brandy Holman and Bill Holman a “G” Liquor License to Operate a Gaming Hall Pursuant to Chapter 6, of the Code of Ordinances, Entitled Alcoholic Liquor (attached)
- S. **MOTION** – Bill #20-55/ORDINANCE Amending Chapter 4, Cannabis, Repealing and Replacing Article II, and Opting Out of Licensing Cannabis Dispensaries (attached)
- T. **MOTION** – Bill #20-56/ORDINANCE Amending the Code of Ordinances, Chapter 90, Establishing Zoning Regulations for Cannabis Craft Growing Facilities in Industrial Zoning District (attached)
- U. **MOTION** -- Bill #20-57/ORDINANCE Amending the Code of Ordinances Chapter 4, Cannabis, To Permit Craft Growing of Cannabis in Industrial Zoning Districts (attached)

REPORTS:

- A. **MOTION** – Approve Warrants #1161 and #1162 (attached)

EXECUTIVE SESSION:

The City Council may conduct an Executive Session pursuant to the Illinois Open Meetings Act, only after citing the open meetings act exemption(s) allowing the meeting.

ADJOURNMENT:



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Dylan Stock, ADA Coordinator, by 2:00 PM on Monday, April 6, 2020.

PLEASE SEE FOLLOWING PAGE FOR INSTRUCTIONS
FOR MONITORING AND PARTICIPATING IN THIS PUBLIC MEETING

Directions for Public Monitoring of Highland City Council Meetings:

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

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

618-882-5625

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

Conference ID #: 422312

This will allow a member of the public to hear the city council meeting. **Note:** This is for audio monitoring of the meeting, only. Participants will not be able make comments.

Anyone wishing to address the city council on any subject during the Public Forum portion of the meeting may submit their questions/comments in advance via email to lhediger@highlandil.gov or, by using the citizens’ portal on the city’s website found here: https://www.highlandil.gov/citizen_request_center_app/index.php. Any comments received prior to the end of the “Public Forum” portion of the meeting, will be read into the record.



CITY OF HIGHLAND

SPECIAL EVENT APPLICATION

Authorized under City Ordinance Sec. 64-3-1

PURPOSE: The City of Highland supports various community activities and festivals throughout the year. Establishing public safety and coordinating needs between the events and the city are the overall goals of this process. It is the responsibility of the specific event Sponsors to obtain, complete, and follow through the application process for city approval.

SPECIAL EVENT: A “Special Event” is defined as: (1) any event, race, gathering, demonstration, or service; (2) that occurs partially or completely within the jurisdiction of the City of Highland; (3) is expected to draw crowds in excess of one hundred fifty (150) attendees; and (4) is expected to or could disrupt normal daily functions within the City of Highland including but not limited to traffic congestion and excess noise; or could create a public health/safety concern without proper precautions or prior planning. Specific examples would include (but are not limited to): The Kirchenfest, Schweizerfest, 5K runs, parades, Art in the Park, Fourth of July Festivities, Madison County Fair, etc. The City Manager will make the final determination as to whether an event qualifies. This will be based upon the totality of the circumstances presented.

PROCEDURE:

1. All Requests will be directed to Highland City Hall, to the attention of the Deputy City Clerk.
2. Applications will be available at Highland City Hall, Monday-Friday, 8:00 am to 5:00 pm or online through the City’s web site.
3. Applications will be completed by the Event Sponsor and submitted at least 60 days prior to the event. The application must be signed by the Event Sponsor Responsible Party. Incomplete applications will not be accepted. If an application is accepted and later determined to be incomplete, the applicant will be notified by the Deputy Clerk. Failure to provide information will result in denial of application.
4. The Deputy City Clerk will forward the application to all city departments that have responsibilities relating to the event. If necessary, a committee meeting involving the event Sponsor and city stakeholders may take place to clarify questions, determine specific needs, and address concerns.
5. The event Sponsor is required to obtain final approval for the special event from the City Manager. The City Council may announce the special event to the public at a scheduled Council meeting.

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: _____

Type/Purpose of Event: Festival Race Other Fundraiser Service Parade
 Demonstration Other (please specify): _____

Location of Event: _____

Sponsoring Organization/Individual: _____

Event Responsible Party: _____
Address: _____
Phone(s): _____
Email: _____

Secondary Contact: _____
Address: _____
Phone(s): _____
Email: _____

Date(s) of Set-up: _____

Event Date(s) / Times:

Date(s) of Tear-down: _____

Expected Attendance: _____

Alcohol License Required: Yes No
If yes, application received: Yes No

Sound Amplification System utilized: Yes No
If yes, hours of operation: _____

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:** _____

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

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: _____

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 _____



TREKKING FOR CDH

5k AND 1-Mile Fun Run

Saturday June 6th, 2020 – 8:00 am

Location: Lindendale Park – 2005 Park Hill Drive Highland, IL

Proceeds benefit CDH (Congenital Diaphragmatic Hernia) Awareness and Research

CDH is a birth defect where a hole develops in the diaphragm allowing stomach organs to enter the chest cavity preventing the lungs from growing and displacing the heart. 1600 babies are born with CDH each year in the US. 50% of those babies do not survive. The cause is unknown. CDH is not rare though it is virtually unheard of. Without awareness it is impossible to raise money for research. Please help us to spread the word and save the Cherubs. Profits donated to CDH International - <https://cdhi.org>

Entry Fee: 1-Mile/5K - \$25 if Registration received before May 18th, \$30 the day of or after May 18th

ON-LINE Registration: <https://runsignup.com/Race/IL/Highland/TrekkingforCDH>

Amenities: T-shirt guaranteed to those registered before May 18th, after while supplies last. Post-Race Cupcake!

Awards: Medals to Top Male and Female overall and Top Male/Female 12 and under, 13-15, 16-19, 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50+

Packet Pick Up: Friday June 5th from 4pm to 6:30pm at Lindendale Park Pavilion, Saturday June 6th starting at 6:30am

For information call Rachel -618-210-9261 or Amanda - 618-779-8336 or email: tuckerstrekcdhwalk@gmail.com

PLEASE CUT & MAIL FORM WITH CHECKS MADE PAYABLE TO: HACF/Tucker's Trek - 739 Arkansas Rd, Highland IL 62249

Name: _____ **Phone:** _____

T-shirt Size (Circle one) Youth: XS S M L Adult: S M L XL 2XL 3XL

Email: _____ **Age:** _____ **Sex:** _____ **Race:** 5K _____ or 1 Mile _____

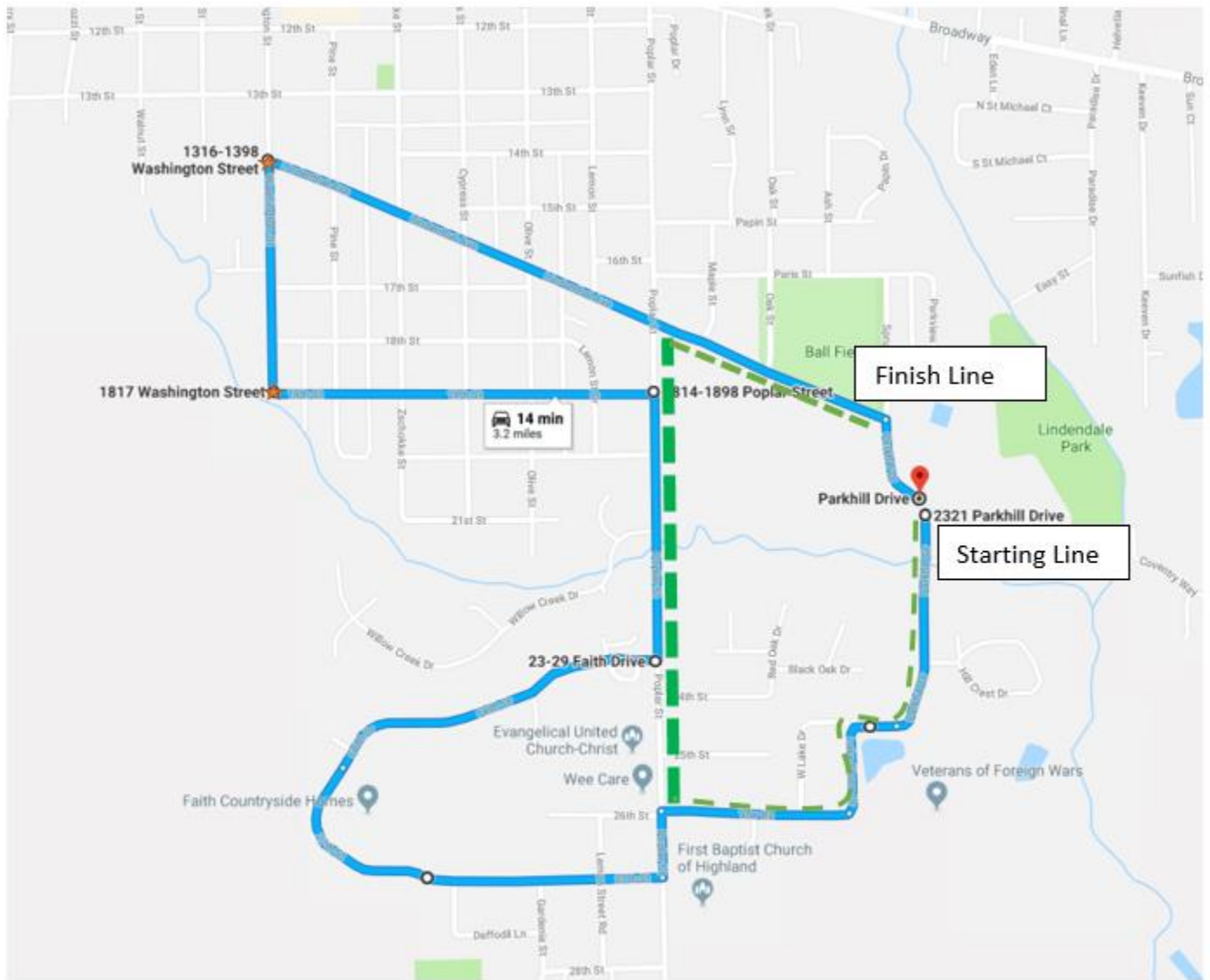
Address: _____ **City/St** _____ **Zip:** _____

Waiver: I assume all risks associated with walking or running in this event. Having read this waiver and knowing these facts and in consideration of accepting my entry, I and anyone entitled to act on my behalf, waive and release the City of Highland, Tucker's Trek race volunteers and all sponsors, their representatives, and successors from any claims and liabilities of any kind arising out of my participation in this event or carelessness of the persons named in the waiver. Further, I grant to all of the foregoing the right to use any photographs, motion pictures, recordings or any other record of this event for legitimate purposes.

Signature (if under 18 parent/guardian)

Date

Race Route



--- = 1 Mile Walk/Run Route

— = 5K route

Two water stops along course

Packet Pick Up: Friday June 5th from 4pm to 6:30pm at Lindendale Park Pavilion, Saturday June 6th starting at 6:30am

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE REVISED PRELIMINARY PLAT OF
CARBAY CREST SUBDIVISION, PHASE II**

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 Combined Planning and Zoning Board (“CPZB”) met on March 4, 2020 at a properly noticed meeting at City Hall; and

WHEREAS, at the CPZB meeting held on March 4, 2020, the Revised Preliminary Plat for Carbay Crest Subdivision, Phase II, was submitted to the CPZB Board for consideration by the Developer and Engineer; and

WHEREAS, at the CPZB meeting held on March 4, 2020, the Revised Preliminary Plat for Carbay Crest Subdivision, Phase II, was discussed by the CPZB Board, City Staff, Developer, and Engineer; and

WHEREAS, CPZB determined the Revised Preliminary Plat for Carbay Crest Subdivision, Phase II, deviates from the previously approved Preliminary Plat for Carbay Crest Subdivision, Phase II, in pertinent part, by omitting a second access point to the subdivision from Sportsman Road; and

WHEREAS, City Staff recommended to CPZB that it should deny approval of the Revised Preliminary Plat for Carbay Crest Subdivision, Phase II (*See* Staff Report attached hereto as **Exhibit A**); and

WHEREAS, CPZB has recommended to City Council, by a vote of 6 to 1, that it should deny approval of Revised Preliminary Plat for Carbay Crest Subdivision, Phase II (*See* CPZB Advisory Report attached hereto as **Exhibit B**); and

WHEREAS, the City Council finds it should approve the Revised Preliminary Plat for Carbay Crest Subdivision, Phase II; and

WHEREAS, the City Manager and/or Mayor should be authorized and directed to execute any documents necessary to approve the Revised Preliminary Plat for Carbay Crest Subdivision, Phase II.

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

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

Section 2. After appropriate review and discussion, the Revised Preliminary Plat of Carbay Crest Subdivision, Phase II, is approved.

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

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the _____ day of _____, 2020, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



City of Highland

Building and Zoning

Meeting Date: March 4, 2020

From: Breann Speraneo, Planning & Zoning Administrator

Description: Carbay Crest Phase II Preliminary Plat Amendment

Proposal Summary

Jason Mettler, of 12359 Highland Rd, is re-submitting a preliminary plat for Carbay Crest Phase II at the northwest quadrant of Sportsman and Vulliet.

Purpose

This is an amendment to the preliminary plat recommended for approval at the June 6, 2018 Combined Planning & Zoning Board meeting and approved at the June 18, 2018 City Council meeting.

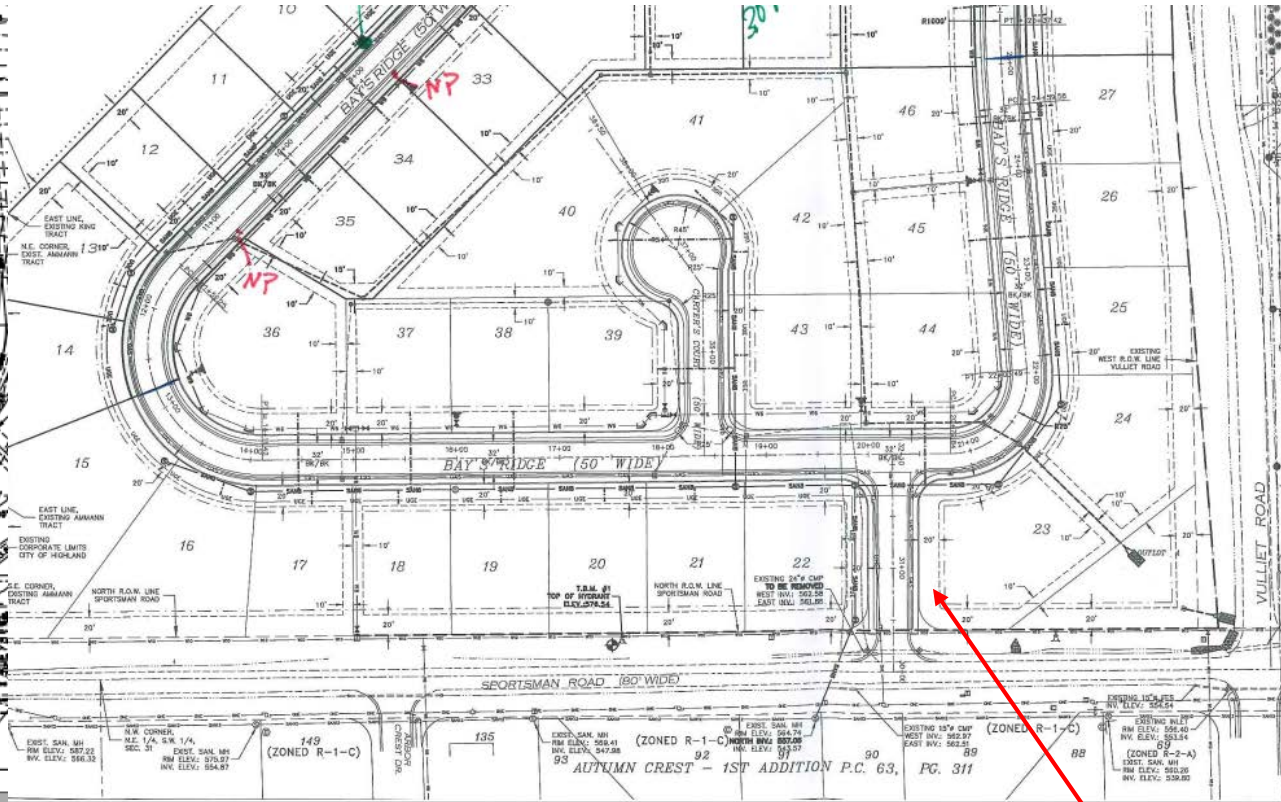
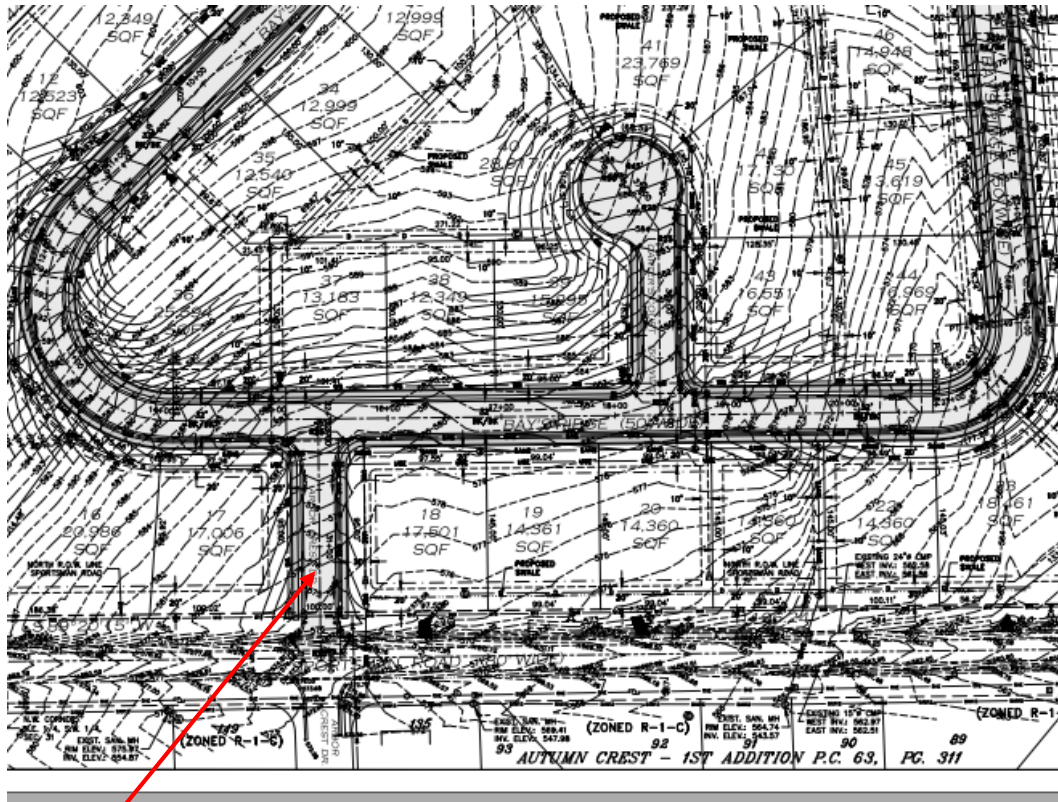
The amendment proposes removing the subdivision's second entrance off Sportsman Road. The entrance off Vulliet Road would serve as the subdivision's sole entrance.

Staff Discussion

Staff comments provided to Netemeyer Engineering Associates, Inc. and Mettler Development, LLC are enclosed.

Note: Staff did not receive a written response to staff comments from Netemeyer Engineering Associates, Inc.

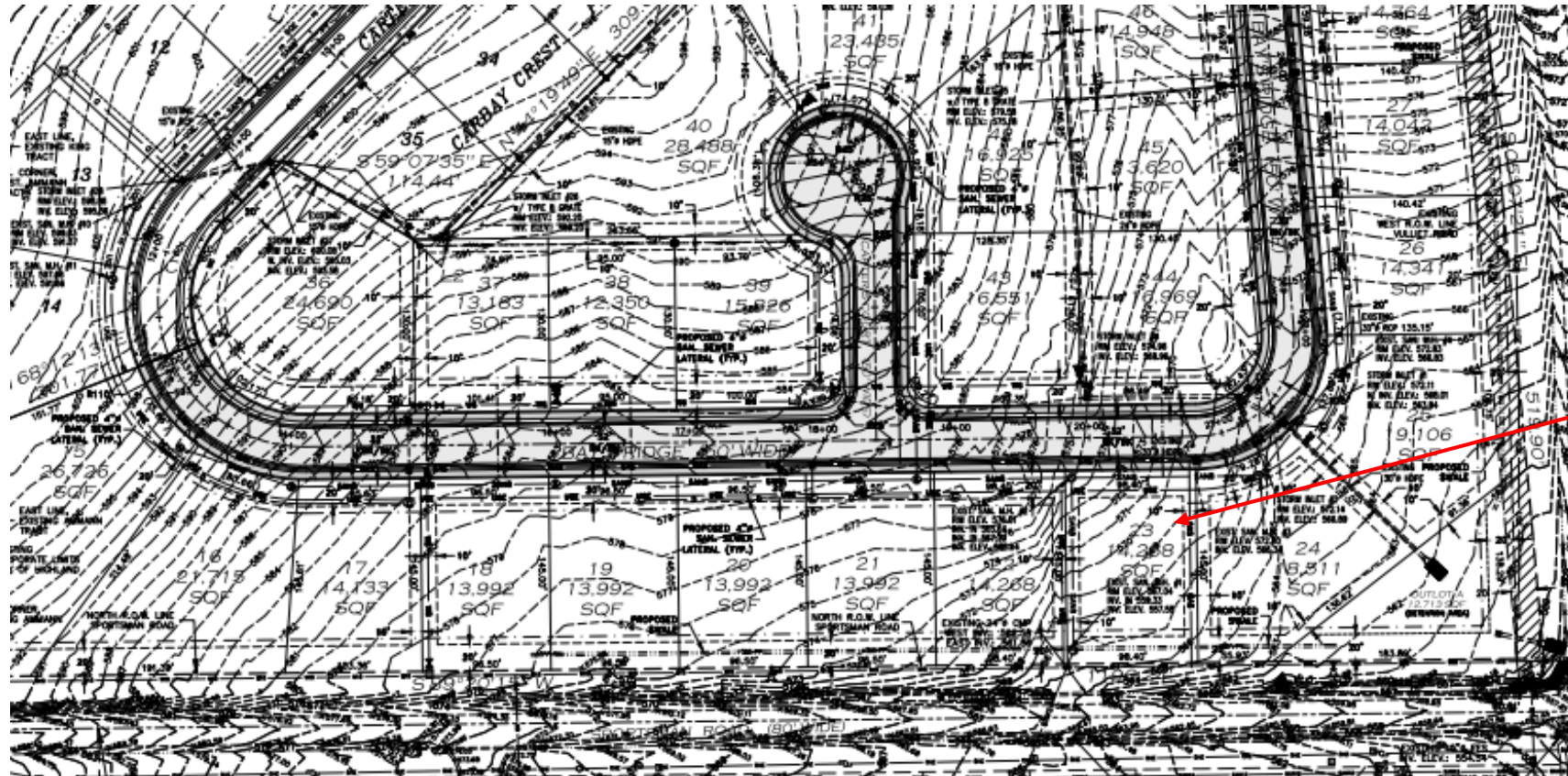
Carbay Crest Phase II



Recommended by CPZB and approved by City Council: second entrance in line with Arbor Crest Drive

Compromise with City to shift second entrance to the east

Carbay Crest Phase II



Proposal: To remove second entrance



City of Highland
Building and Zoning

February 10, 2020

Cliff Huelsmann
Netemeyer Engineering
3300 Highline Road
Aviston, IL 62216

Mr. Huelsmann,

The City of Highland's Planning & Zoning, Public Works, and Public Safety staff has reviewed the Carbay Crest Subdivision Phase II preliminary re-plat. Below are city staff comments requesting additional information and highlighting recommended changes/corrections. Please resubmit the plat with any corrections by **February 20, 2020**.

Upon resubmittal, please respond to all comments in writing so that staff knows how each comment was addressed. I would request eight (8) 24x36 copies of the resubmittal for our internal records, one (1) 11x17 version for the City Council packet, and an electronic (.pdf) version upon resubmittal.

The Phase II preliminary re-plat will go to the Combined Planning & Zoning Board for recommendation on March 4th and to City Council for approval on March 16th. Both meetings are at 7:00pm at City Hall. It is always suggested to have a representative at both meetings to answer any questions the board may have.

Please let me know if you have any questions or concerns.

Sincerely,

Breann Speraneo
Director of Community Development



City of Highland Building and Zoning

Planning & Zoning Comments

Contact: Breann Speraneo, Director of Community Development

For planning purposes, staff prefers two streets for a subdivision to control traffic flow as the subdivision becomes occupied. Of primary concern is connectivity (ability to access the subdivision from more than one public road). Without the second entrance, all 47 lots within this subdivision will utilize Vulliet in addition to the 74 lots already required to use this street, bringing the total number of lots required to use Vulliet for access to 121 lots.

In communities surveyed by staff (Edwardsville, Glen Carbon, Highland, Maryville, St. Jacob, Troy) single-access point subdivisions are becoming much less common. While 10 single-access subdivisions were platted in these communities in the 1990s or prior, and 3 in the 2000s, none were platted in the 2010s.

While the City of Highland's Code of Ordinances does not currently regulate the number of required access points for subdivisions, it is my understanding that staff has worked at length with the developer and engineer throughout the platting process to ensure that two access points are installed.

Public Works Comments

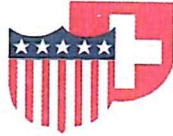
Contact: Joe Gillespie, Director of Public Works

We encourage developers to construct a new street directly opposite an existing street whenever possible. This creates proper intersections without introducing a series of tee intersections. Had this development not originally shown a street connecting to Sportsman Rd., we would have recommended one at Arbor Crest Drive from the existing subdivision directly to the south. The other subdivision street accessing Vulliet Road doesn't have a street nearby to line up with.

The initial Carbay Crest design presented last summer showed a street directly opposite of Arbor Crest Drive. It promotes good traffic flow, limits the introduction of new intersections, has good flow for snow plowing, postal deliveries, emergency response, and trash services. If Vulliet Road had a street to tie into, it would be perfect. It was late in the stage of the improvement plan approval that the design was changed to move the street accessing Sportsman Road easterly to roughly line up with the property's former driveway access to Sportsman Road. After much discussion, the City approved the relocation of the street because we felt it was critical to the development.

Recent subdivisions developed after 2000 including Prestige Estates, Autumn Crest, Evergreen Court, and Augusta Estates were all preliminary platted with two or more entrance/exits because of the reasons stated above.

We believe it is in the best interest of the City and future residents of this subdivision to keep a local/residential street connecting to Sportsman Road for the reasons previously mentioned above.



City of Highland Building and Zoning

Public Safety Comments

Contact: Chris Conrad, Director of Public Safety/Chief of Police

I have received the updated proposed plats for Carbay Crest Phase 2 and have reviewed them with Emergency Services Chief Wilson. It is our opinion that removing the secondary entrance to the subdivision off of Sportsman Rd. would be irresponsible from an emergency management planning perspective.

Discussion: The development is proposing 46 lots. If you estimated an average of 2 cars per residence, you should account for a minimum of 92 cars a day coming and going, so conservatively 184 car passes per day, a rough estimate of 8 passes per hour.

Having a single entrance creates a single point of failure for the subdivision. Any type of incident of catastrophic event at lots 1-3 or 28-29, would effectively block the remaining 45 lots into the subdivision for the duration of the event. In checking with the City Engineer, it appears that every subdivision that has been proposed since 2003 has included a secondary ingress/egress point for not only emergency response purposes, but also for traffic load relief of connecting roadways.

I would point out to the board a subdivision that predates 2003 and only has a single point of ingress/egress, being the Willow Creek subdivision. We had a fatal car accident on Willow Creek Dr. that required police, fire, ems, coroner and accident reconstruction response. The investigation of fatal accidents is not a fast process and required the closing of the roadway for the duration. The location was towards the front of the subdivision near the bridge, so during the investigation all other residents were effectively blocked into the subdivision. Compare that scenario with the recent road construction in the Northwest Manor subdivision, or the current construction on East Broadway. With the exception of very few cul-de sac roads, every roadway effected by the construction has a secondary point of ingress/egress that allows traffic to flow, and the construction crews to work faster and safer.

Recommendation: It is our recommendation the developer not be allowed to remove the secondary ingress/egress point for the Carbay Crest Phase 2 Subdivision. From an emergency management and traffic flow perspective it is important to have 2 points of ingress/egress to a subdivision of this size. The proposal on the preliminary plat that located the secondary ingress/egress point directly across from Arbor Crest (approximately where lot 18 is on this proposal) would be the preferred choice and would have our support.

PRELIMINARY PLAT FOR
CARBAY CREST - PHASE 2

PART OF THE NORTHWEST QUARTER OF SECTION 31,
 TOWNSHIP 4 NORTH, RANGE 5 WEST OF THE 3RD P.M.,
 CITY OF HIGHLAND, MADISON COUNTY, ILLINOIS

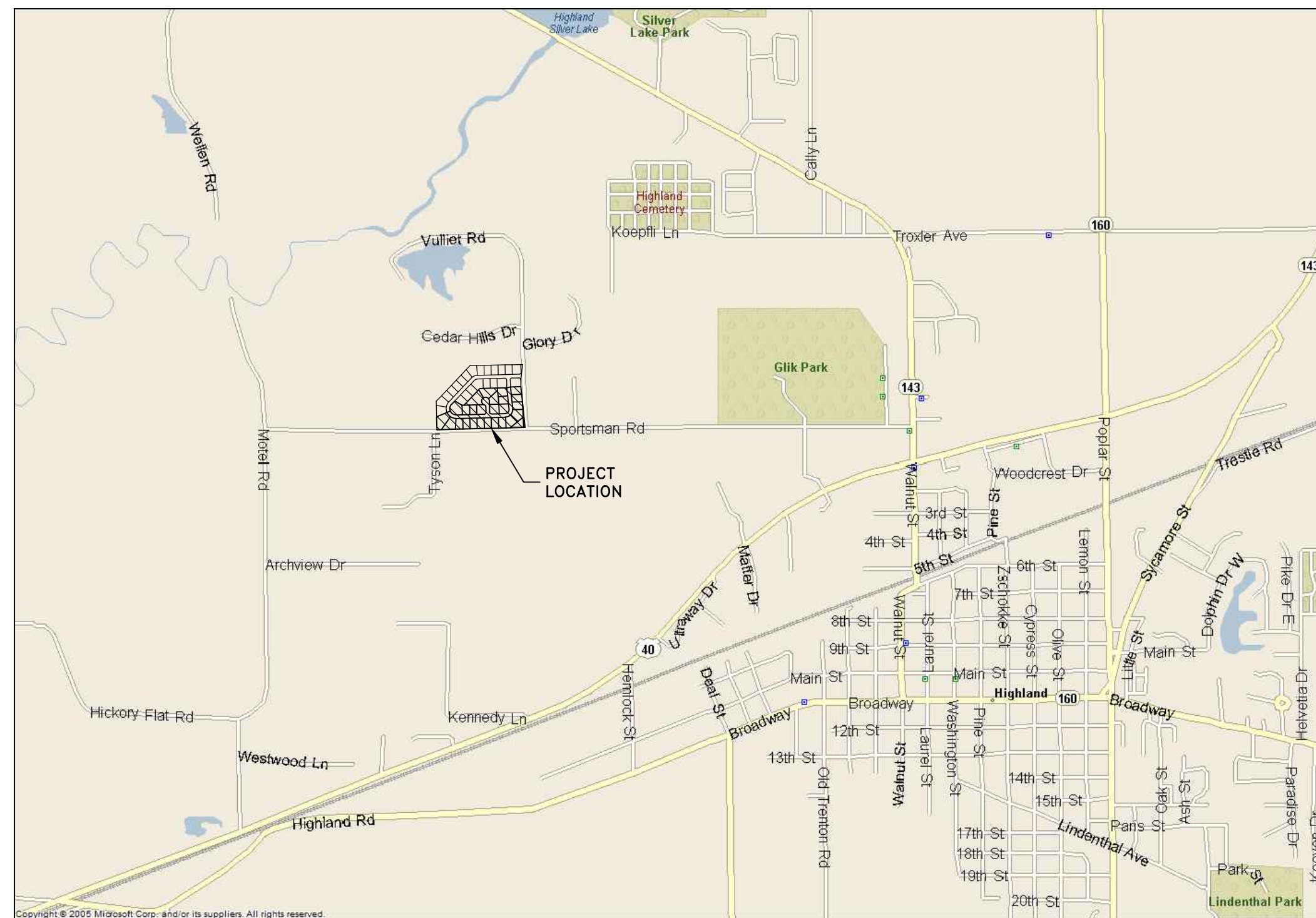
ZONED - R1C

DECEMBER 12, 2019

REVISED: JANUARY 16, 2020

I N D E X O F S H E E T S

- SHEET 1 - COVER SHEET
- SHEET 2 - PRELIMINARY PLAT
- SHEET 3 - PRELIMINARY PLAT-DETAILS & SECTIONS



L O C A T I O N S K E T C H

L I S T O F U T I L I T I E S

- | | |
|---|---|
| <p>TELEPHONE - FRONTIER COMMUNICATIONS
 3435 EDWARDSVILLE ST
 BUNKER HILL, IL 62014
 PHONE: 618-493-9928</p> <p>ELECTRIC - AMEREN-IP
 P.O. BOX 428
 HIGHLAND, ILLINOIS 62249
 PHONE: 618-236-6248</p> <p>CABLE T.V. - CHARTER COMMUNICATIONS
 210 WEST DIVISION STREET
 MARYVILLE, ILLINOIS 62062
 PHONE: 618-345-8121</p> <p>HIGHLAND COMMUNICATION SERVICES
 1115 BROADWAY
 HIGHLAND, ILLINOIS 62249
 PHONE: 618-654-6823</p> | <p>GAS - AMEREN-IP
 P.O. BOX 428
 BELLEVILLE, ILLINOIS 62222
 PHONE: 618-236-6271</p> <p>WATER - CITY OF HIGHLAND
 1115 BROADWAY
 HIGHLAND, ILLINOIS 62249
 PHONE: 618-654-6823</p> <p>SEWER - CITY OF HIGHLAND
 1115 BROADWAY
 HIGHLAND, ILLINOIS 62249
 PHONE: 618-654-6823</p> |
|---|---|

J.U.L.I.E. - 1-800-892-0123

SITE ADDRESS:

SPORTSMAN ROAD
 HIGHLAND, IL 62249

EXISTING ZONING:

R1C
 FRONT SETBACK: 25'
 SIDE SETBACK: 7'
 REAR SETBACK: 20'

BUILDING INFO:

25 LOTS
 70' MINIMUM FRONTAGE AT BUILDING LINE

COVERAGE:

TOTAL AREA = 11.89 ACRES
 AREA IN LOTS = 9.75 ACRES
 AREA IN COMMONS = 0.29 ACRES
 AREA IN R.O.W. = 1.85 ACRES

NETEMEYER ENGINEERING ASSOCIATES, INC.
 101 South Page Street, Aviston, IL 62216
 PHONE: (618) 228-7816
 FAX: (618) 228-7900

THESE PLANS AND THE INFORMATION CONTAINED HEREIN WERE PREPARED UNDER A PROFESSIONAL ENGINEERING CONTRACT WITH THE CLIENT. THE CLIENT IS RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED TO THE ENGINEER. THE ENGINEER'S OBLIGATION IS LIMITED TO THE PROFESSIONAL STANDARD OF CARE. THE ENGINEER DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED TO THE ENGINEER. THE ENGINEER'S OBLIGATION IS LIMITED TO THE PROFESSIONAL STANDARD OF CARE. THE ENGINEER DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED TO THE ENGINEER.

CARBAY CREST - PHASE 2 - PRELIMINARY PLAT
 PART OF THE NORTHWEST QUARTER OF SECTION 31,
 TOWNSHIP 4 NORTH, RANGE 5 WEST OF THE 3RD P.M.,
 CITY OF HIGHLAND, MADISON COUNTY, ILLINOIS

OWNER/DEVELOPER:
METTLER DEVELOPMENT, LLC
 12350 HIGHLAND ROAD, HIGHLAND, IL 62249
 PHONE: (618) 654-5127

REVISIONS	
NO.	DATE
1	2019-1-16

INTENDED USE:
 PLANNING & PERMITTING
 NOT FOR CONSTRUCTION

IRPE 062-037441
 EXP. DATE: 11/30/2021



PATRICK R. NETEMEYER
 PROJECT NO: 2017-105
 DWG: METTLER-SPORTSMAN-PO-1ST-ADD-PRELM
 DRAWN BY: CGH
 CHECKED BY: PRN

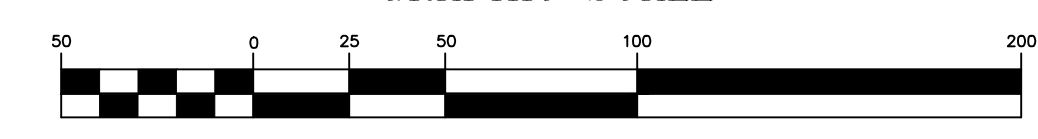
ISSUE DATE: 2019-12-12

COVER SHEET

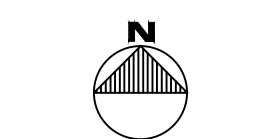
SHEET NO:

1

OF 3



(IN FEET)
1 inch = 50 ft.

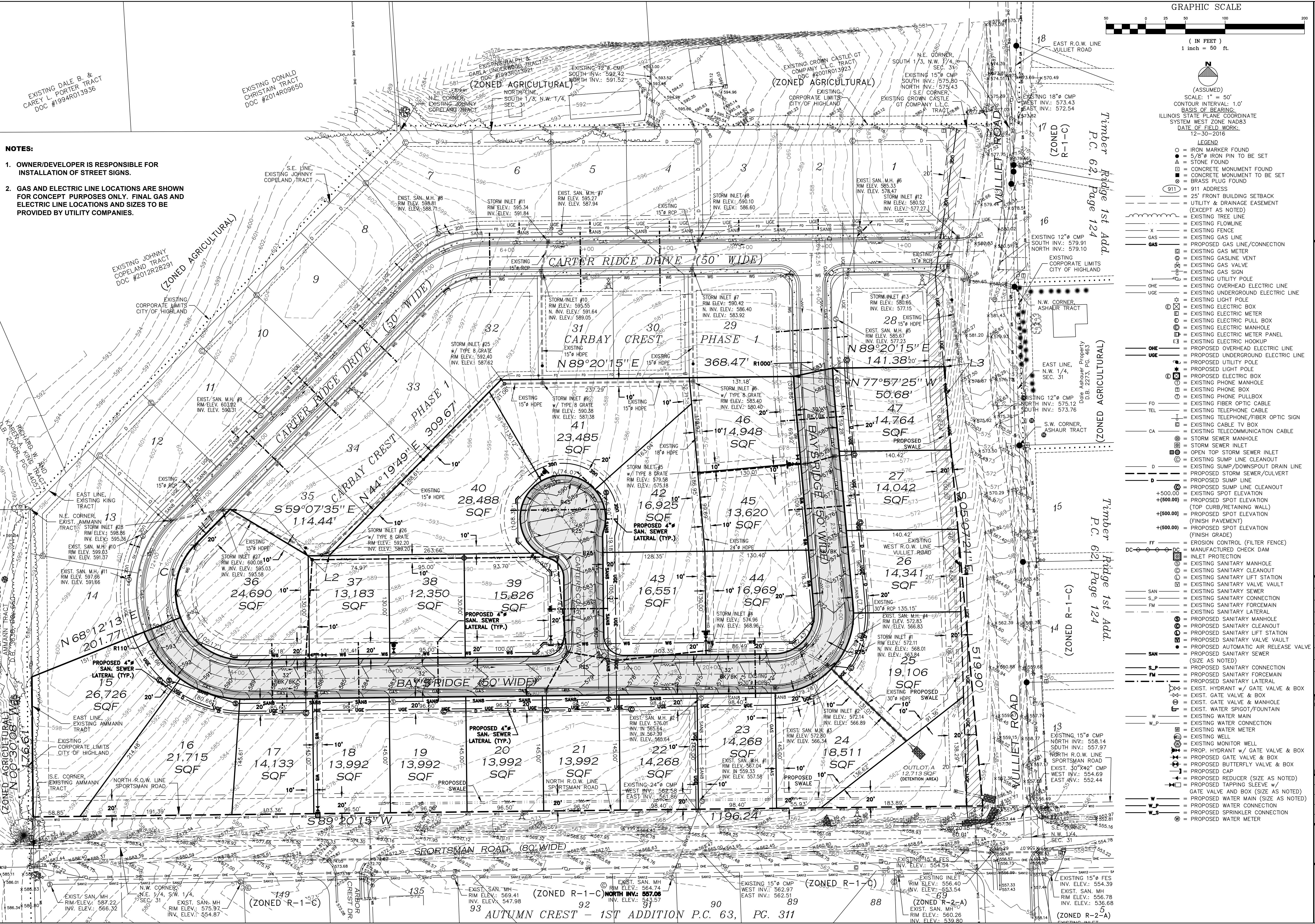


(ASSUMED)
SCALE: 1" = 50'
CONTOUR INTERVAL: 1.0'
BASIS OF BEARING:
ILLINOIS STATE PLANE COORDINATE
SYSTEM WEST ZONE NAD83
DATE OF FIELD WORK:
12-30-2016

LEGEND

- = IRON MARKER FOUND
- = 5/8" IRON PIN TO BE SET
- ▲ = STONE FOUND
- = CONCRETE MONUMENT FOUND
- = CONCRETE MONUMENT TO BE SET
- ⊗ = BRASS PLUG FOUND
- 911 = 911 ADDRESS
- = 25' FRONT BUILDING SETBACK
- = UTILITY & DRAINAGE EASEMENT (EXCEPT AS NOTED)
- = EXISTING TREE LINE
- = EXISTING FLOWLINE
- = EXISTING FENCE
- = EXISTING GAS LINE
- = PROPOSED GAS LINE / CONNECTION
- = EXISTING GAS METER
- = EXISTING GASLINE VENT
- = EXISTING GAS VALVE
- = EXISTING GAS SIGN
- = EXISTING UTILITY POLE
- = EXISTING OVERHEAD ELECTRIC LINE
- = EXISTING UNDERGROUND ELECTRIC LINE
- = EXISTING LIGHT POLE
- = EXISTING ELECTRIC BOX
- = EXISTING ELECTRIC METER
- = EXISTING ELECTRIC PULL BOX
- = EXISTING ELECTRIC MANHOLE
- = EXISTING ELECTRIC METER PANEL
- = EXISTING ELECTRIC HOOKUP
- = PROPOSED OVERHEAD ELECTRIC LINE
- = PROPOSED UNDERGROUND ELECTRIC LINE
- = PROPOSED UTILITY POLE
- = PROPOSED LIGHT POLE
- = PROPOSED ELECTRIC BOX
- = EXISTING PHONE MANHOLE
- = EXISTING PHONE BOX
- = EXISTING PHONE PULLBOX
- = EXISTING ELECTRIC OPTIC CABLE
- = EXISTING TELEPHONE CABLE
- = EXISTING TELEPHONE/FIBER OPTIC SIGN
- = EXISTING CABLE TV BOX
- = EXISTING TELECOMMUNICATION CABLE
- = STORM SEWER MANHOLE
- = STORM SEWER INLET
- = OPEN TOP STORM SEWER INLET
- = EXISTING SUMP LINE CLEANOUT
- = EXISTING SUMP/DOWNSPOUT DRAIN LINE
- = PROPOSED STORM SEWER/CULVERT
- = PROPOSED SUMP LINE
- = PROPOSED SUMP LINE CLEANOUT
- = EXISTING SPOT ELEVATION
- +500.00 = PROPOSED SPOT ELEVATION (TOP CURB/RETAINING WALL)
- +500.00 = PROPOSED SPOT ELEVATION (FINISH PAVEMENT)
- +500.00 = PROPOSED SPOT ELEVATION (FINISH GRADE)
- FF = EROSION CONTROL (FILTER FENCE)
- DC = MANUFACTURED CHECK DAM
- = INLET PROTECTION
- = EXISTING SANITARY MANHOLE
- = EXISTING SANITARY CLEANOUT
- = EXISTING SANITARY LIFT STATION
- = EXISTING SANITARY VALVE VAULT
- = EXISTING SANITARY SEWER
- = EXISTING SANITARY CONNECTION
- = EXISTING SANITARY FORCEMAIN
- = EXISTING SANITARY LATERAL
- = PROPOSED SANITARY MANHOLE
- = PROPOSED SANITARY CLEANOUT
- = PROPOSED SANITARY LIFT STATION
- = PROPOSED SANITARY VALVE VAULT
- = PROPOSED AUTOMATIC AIR RELEASE VALVE
- = PROPOSED SANITARY SEWER (SIZE AS NOTED)
- = PROPOSED SANITARY CONNECTION
- = PROPOSED SANITARY FORCEMAIN
- = PROPOSED SANITARY LATERAL
- = EXIST. HYDRANT w/ GATE VALVE & BOX
- = EXIST. GATE VALVE & BOX
- = EXIST. WATER SPIGOT/FOUNTAIN
- = EXISTING WATER MAIN
- = EXISTING WATER CONNECTION
- = EXISTING WATER METER
- = EXISTING WELL
- = EXISTING MONITOR WELL
- = PROP. HYDRANT w/ GATE VALVE & BOX
- = PROPOSED GATE VALVE & BOX
- = PROPOSED BUTTERFLY VALVE & BOX
- = PROPOSED CAP
- = PROPOSED REDUCER (SIZE AS NOTED)
- = PROPOSED TAPPING SLEEVE w/ GATE VALVE AND BOX (SIZE AS NOTED)
- = PROPOSED WATER MAIN (SIZE AS NOTED)
- = PROPOSED WATER CONNECTION
- = PROPOSED SPRINKLER CONNECTION
- = PROPOSED WATER METER

- NOTES:**
- OWNER/DEVELOPER IS RESPONSIBLE FOR INSTALLATION OF STREET SIGNS.
 - GAS AND ELECTRIC LINE LOCATIONS ARE SHOWN FOR CONCEPT PURPOSES ONLY. FINAL GAS AND ELECTRIC LINE LOCATIONS AND SIZES TO BE PROVIDED BY UTILITY COMPANIES.



NETEMEYER ENGINEERING ASSOCIATES, INC.
 101 South Page Street, Aviston, IL 62216
 PHONE: (618) 228-7816
 FAX: (618) 228-7900
 IL PROF. DESIGN FIRM (LS/PE/SE) 184-001027

CARBAY CREST - PHASE 2 - PRELIMINARY PLAT
 PART OF THE NORTHWEST QUARTER OF SECTION 31,
 TOWNSHIP 4 NORTH, RANGE 5 WEST OF THE 3RD P.M.,
 CITY OF HIGHLAND, MADISON COUNTY, ILLINOIS

OWNER/DEVELOPER:
METTLER DEVELOPMENT, LLC
 12359 HIGHLAND ROAD HIGHLAND, IL 62249
 PHONE: (618) 654-5127

REVISIONS

NO.	DATE
1	2019-1-16

INTENDED USE:
PLANNING & PERMITTING NOT FOR CONSTRUCTION

PRPE 062-037441
 EXP. DATE: 11/30/2021

PATRICK R. NETEMEYER
 PROJECT NO: 2017-105
 DRG: METTLER-SPORTSMAN-P2-1ST-ADD-PRM

DRAWN BY: COH
 CHECKED BY: PRN
 ISSUE DATE: 2019-12-12

PRELIMINARY PLAT

SHEET NO:

2



City of Highland
Building and Zoning

Exhibit "C"

Determination of Subdivision Plat Review

Date Submitted: 12-18-19

Filing Fees: \$350

Date Paid: 1-29-19

Public Hearing Date: 3-4-20

On March 4, 2020, the City of Highland Combined Planning and Zoning Board at its regular meeting ~~approved~~ denied, ~~waived~~, ~~tabled~~ a Subdivision Plan Review of the following:

Jason Mettler, of 12359 Highland Rd, is re-submitting a preliminary plat for Carbay Crest Phase II at the northwest quadrant of Sportsman and Vulliet.

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

Conditions (if any): NONE

Chairperson of the Combined Planning and Zoning Board

3/4/2020
Date

RESOLUTION NO. _____

**A RESOLUTION APPROVING “CHANGE ORDER” SUBMITTED BY
METTLER DEVELOPMENT, LLC**

WHEREAS, the City of Highland, Madison County, Illinois (“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 issued Notice of Municipal Letting BZ-20-19 for the demolition of 516 9th Street; and

WHEREAS, Mettler Development, LLC (“Mettler”) was awarded the bid for demolition of 516 9th Street for \$8,890.00 pursuant to Notice of Municipal Letting BZ-20-19 (“Project”); and

WHEREAS, subsequent to completion of the Project, Mettler submitted a “Change Order” to City for an additional \$2,800.00 for removal of existing trees as part of the Project (*See* Invoice attached hereto as **Exhibit A**); and

WHEREAS, City Council finds that the City Manager should be authorized and directed, on behalf of City, to execute whatever documents may be necessary to authorize payment of an additional \$2,800.00 to Mettler, pursuant to a “Change Order,” for the Project. *See* **Exhibit B**.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND, MADISON COUNTY, ILLINOIS:

Section 1. The foregoing recitals are incorporated herein as express findings of fact and legislative intent of the City Council of the City of Highland, Illinois.

Section 2. City Council finds that the City Manager should be authorized and directed, on behalf of City, to sign whatever documents may be necessary to authorize payment of an additional \$2,800.00 to Mettler, pursuant to a “Change Order,” for the Project. *See* **Exhibits A, B**.

Section 3. This Resolution will be in full force and effect upon its passage and approval in accordance with the 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 _____, 2020, the roll call vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

Mettler Development, LLC.
 12359 Highland Rd.
 Highland, IL 62249

Invoice

Date	Invoice #
2/10/2020	197

Bill To
City of Highland 1115 Broadway PO Box 218 Highland IL 62249

Web Site
www.mettlerdevelopment.com

E-mail
jason@mettlerdevelopment.com

P.O. No.	Terms
	Due on receipt

Quantity	Description	Rate	Amount
1	Extra work required to gain access to property to perform demo contract #BZ-20-19 Remove 6 trees and a portion of a large tree and dispose of off site.	2,800.00	2,800.00

Sincerely, Jason Mettler	Total	\$2,800.00
--------------------------	--------------	------------

Phone #	618-779-4695	Fax #	618-654-7842
----------------	--------------	--------------	--------------

Before:

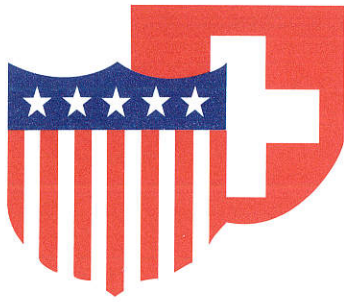




After:







City of Highland

To: Mayor and Council Members
From: Mark Latham, City Manager
Date: April 1, 2020
Subject: Approval of Change Order for demo of 516 9th St.

RECOMMENDATION

I am recommending the Council consider approving a change order of \$2,800 from Mettler Development for the removal of trees at 516 9th St. The original bid was for \$8,890.

DISCUSSION

Mr. Mettler indicated that in order to demolish the house, the trees needed to be removed. While the trees were not explicitly included in the bid packet, the packet requests that the project is bid in its entirety.

FISCAL IMPACT

Funding of for the change order of \$2,800 will be paid from building and zoning funds.

Recommended by: _____

Mark Latham, City Manager



City of Highland

Finance Department

MEMO FROM: Kelly Korte, Director of Finance
MEMO TO: Mark Latham
SUBJECT: Publication
DATE: March 30, 2020

The below public notice is set to be published in the Pioneer on Wednesday April 8, 2020.

PUBLIC NOTICE

There will be a public hearing on the annual City of Highland budget for the fiscal year beginning May 1, 2020 and ending April 30, 2021. This public hearing will be held at the regular City Council meeting on Monday, April 20, 2020 at 7:00 PM at City Hall, 1115 Broadway, Highland, Illinois. Due to the city's response to the COVID-19 Pandemic, this meeting of the city council will be held via telephone conference. Directions for public monitoring of this meeting will be provided with the agenda for the meeting, which will be posted in accordance with the Illinois Open Meetings Act.

Beginning on April 8th, the tentative budget for the fiscal year beginning May 1, 2020 and ending April 30, 2021 will be available for public inspection online at www.highlandil.gov. The tentative budget will also be available for public inspection at City Hall, 1115 Broadway, Highland, Illinois, Monday through Friday from 8:00 AM to 4:30 PM, but due to the city's response to the COVID-19 Pandemic this will be by appointment only. To make an appointment call 618-654-9891.

STATE OF Illinois
COUNTY OF Madison } SS

PETITION

To the Honorable Mayor and City Council of the City of Highland, Illinois:

We, the undersigned, do hereby state:

1. That on the 22nd day of April, 1950, the City of Highland, Illinois executed to Harvey Gruendemann, a Cemetery Deed in its usual form granting the right of burial in and to the following described real estate, to-wit:

Grave spaces 1, 2, 3, 4, 5, and 6, in Lot No. 79 of Block No. 13 in the Highland City Cemetery, located in the County of Madison and State of Illinois.

2. That the annual upkeep charges are paid.
3. That the undersigned desire to transfer their interest in the following described real estate, to-wit:

Graves 2, 3, 4, 5, & 6, in Lot No. 79 of Block No. 13 in the Highland City Cemetery located in the County of Madison and State of Illinois;

to Alvin Deibert and Margaret Dean.

WHEREFORE, the undersigned pray that you grant them leave to transfer to Alvin Deibert and Margaret Dean the ownership and right of burial in and to the following described real estate, to-wit:

Graves 2, 3, 4, 5, & 6, in Lot No. 79 of Block No. 13 in the Highland City Cemetery located in the County of Madison and State of Illinois;

in accordance with and subject to the ordinances of the City of Highland, Illinois, and all amendments to such Ordinances heretofore adopted and that may hereafter be adopted.

Dated this 21 day of FEB, 2020.

Petitioner



STATE OF Washington }
COUNTY OF Snohomish } SS

I, Quinn C. Nelson, a Notary Public in and for said County and State aforesaid, do hereby certify that Glenda Kay Erickson, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as his/her free and voluntary act, for the uses and purposes therein set forth.

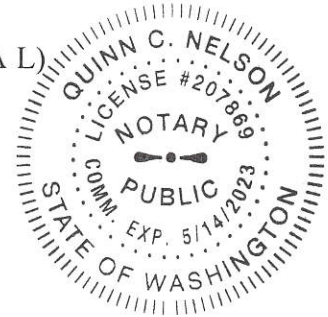
Given under my hand and Notarial Seal this 11th day of February, 2020.

My Commission Expires:

5/14/2023

Quinn C. Nelson
Notary Public

(SEAL)



MARGO DEAN
AGREES TO PAY
FOR ALL MATHROCKS
FEES TO HIGH LAND CITY
LEGISLATURE

STATE OF Ariz }
COUNTY OF Pima } SS

PETITION

To the Honorable Mayor and City Council of the City of Highland, Illinois:

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to Alvin Deibert and Margaret Dean.

WHEREFORE, the undersigned pray that you grant them leave to transfer to Alvin Deibert and Margaret Dean the ownership and right of burial in and to the following described real estate, to-wit:

Graves 2, 3, 4, 5, & 6, in Lot No. 79 of Block No. 13 in the Highland City Cemetery located in the County of Madison and State of Illinois;

in accordance with and subject to the ordinances of the City of Highland, Illinois, and all amendments to such Ordinances heretofore adopted and that may hereafter be adopted.

Dated this Feb 19 day of Feb, 2020.

Wickie King
Petitioner

STATE OF Oregon
COUNTY OF Linn

SS

I, Misty J Clark, a Notary Public in and for said County and State aforesaid, do hereby certify that Vickie Wing, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as his/her free and voluntary act, for the uses and purposes therein set forth.

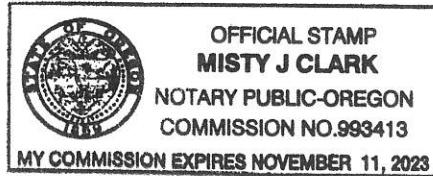
Given under my hand and Notarial Seal this 19th day of February, 2020.

My Commission Expires:

November 11, 2023

Misty J Clark
Notary Public

(S E A L)



STATE OF Oregon
COUNTY OF Yuin

SS

PETITION

To the Honorable Mayor and City Council of the City of Highland, Illinois:

We, the undersigned, do hereby state:

- 1. That on the 22nd day of April, 1950, the City of Highland, Illinois executed to Harvey Gruendemann, a Cemetery Deed in its usual form granting the right of burial in and to the following described real estate, to-wit:

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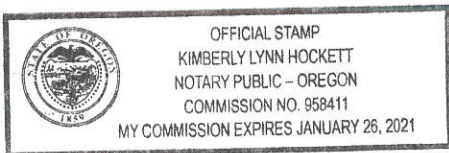
to Alvin Deibert and Margaret Dean.

WHEREFORE, the undersigned pray that you grant them leave to transfer to Alvin Deibert and Margaret Dean the ownership and right of burial in and to the following described real estate, to-wit:

Graves 2, 3, 4, 5, & 6, in Lot No. 79 of Block No. 13 in the Highland City Cemetery located in the County of Madison and State of Illinois;

in accordance with and subject to the ordinances of the City of Highland, Illinois, and all amendments to such Ordinances heretofore adopted and that may hereafter be adopted.

Dated this 21st day of February, 2020.



Margaret Dean
Petitioner

STATE OF Oregon }
COUNTY OF Lincoln } SS

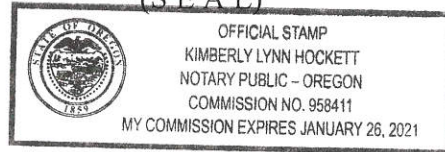
I, Kimberly Hockett, a Notary Public in and for said County and State aforesaid, do hereby certify that Marsha Jeanne Deal-Hendrix personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as his/her free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this 21st day of February, 2020.

My Commission Expires:
January 26th 2021

Kimberly L. Hockett
Notary Public

(S E A L)



STATE OF Oregon
COUNTY OF Yuin

SS

PETITION

To the Honorable Mayor and City Council of the City of Highland, Illinois:

We, the undersigned, do hereby state:

1. That on the 22nd day of April, 1950, the City of Highland, Illinois executed to Harvey Gruendemann, a Cemetery Deed in its usual form granting the right of burial in and to the following described real estate, to-wit:

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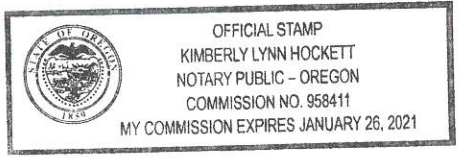
to Alvin Deibert and Margaret Dean.

WHEREFORE, the undersigned pray that you grant them leave to transfer to Alvin Deibert and Margaret Dean the ownership and right of burial in and to the following described real estate, to-wit:

Graves 2, 3, 4, 5, & 6, in Lot No. 79 of Block No. 13 in the Highland City Cemetery located in the County of Madison and State of Illinois;

in accordance with and subject to the ordinances of the City of Highland, Illinois, and all amendments to such Ordinances heretofore adopted and that may hereafter be adopted.

Dated this 21st day of February, 2020.



Robert C. New
Petitioner

STATE OF Oregon }
COUNTY OF Yinn } SS

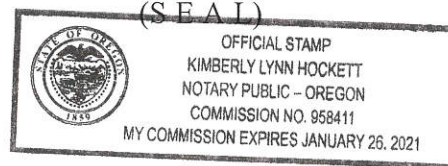
I, Kimberly Hockett, a Notary Public in and for said County and State aforesaid, do hereby certify that Robert Carl Neal, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he/she signed and delivered said instrument as his/her free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this 21st day of February, 2020.

My Commission Expires:

January 26th 2021

Kimberly H. Hockett
Notary Public



City of Highland
1115 Broadway
Highland, IL 62249
618-654-9891

Receipt NO: 00841607
Date: 03/05/2020

000000

A N DEIBERT & M G DEAN REV LVG,

Misc gen admin revenue	125.00
Perpetual Care, Cemetery	1,750.00

Total Payment:
1,875.00

Cash: 0.00
Check: 1,875.00
ACH: 0.00

TRANSFER GRAVES LOT 79 BLOCK 13 GRAVE 2,3,4,

Thank You

5+6



St. Paul Catholic Church
1412 Ninth Street ❖ Highland, IL 62249
Rev. Pat G. Jakel, Pastor
pjakel@stpaulhighland.org
(618) 830-1595

March 9, 2020

Mayor Joseph Michaelis
1115 Broadway
Highland, IL 62249

RE: Request for Waiver of City Permit Fee
St. Paul Parish Center Renovation

Mayor Michaelis:

With this letter St. Paul Parish, a 501(c)(3) corporation, respectfully requests that the total building permit fee to be charged by the City of Highland in connection with our Parish Center renovation be waived. City of Highland Building Inspector Dylan Stock has advised that the total permit fee for this project is \$1,904.70.

Thank you for your consideration in this matter. Should you have any questions or require additional information, please do not hesitate to contact St. Paul Executive Manager, Dineen Czar, at the Parish Office at (618) 654-2339, ext. 203.

Respectfully Yours in Christ,

A handwritten signature in black ink that reads "Fr. Pat G. Jakel". The signature is written in a cursive, flowing style.

Fr. Pat G. Jakel, Pastor
St. Paul Catholic Church



City of Highland
Fire Department – EMS Division

J. Brian Wilson, Emergency Services Chief

MEMO TO: Mark Latham, City Manager

FROM: Brian Wilson, Emergency Services Chief

DATE: March 24, 2020

SUBJECT: Purchase three (3) new automatic CPR devices for use in ambulances

RECOMMENDATION

I recommend that you request council approval to advertise for the above referenced NOML. The proposed bidding documents are attached.

DISCUSSION

We are replacing three (3) existing, automatic CPR devices. One is six years old and two are fifteen years old. The two oldest units are out of service and cannot be repaired by the manufacturer any longer due to their age and advancements in technology. The newest unit is still operational. These devices allow for continuous CPR on pulseless persons, especially during times when manual CPR is nearly impossible. Moving patients down a stairway, to /from an ambulance, or across areas of poor footing do not allow for manual CPR to be effectively performed. Likewise, manual CPR in a moving ambulance does not allow for the paramedics to be safely seat belted in place as is otherwise required. Automatic CPR devices provide uniform cardiac compressions during all of the situations noted above, without interruption.

FISCAL IMPACT

The purchase is budgeted in EMS in FY 2020.

CONCURRENCE

Recommended by: _____

Brian Wilson, Emergency Services Chief

Approved by: _____

Mark Latham, City Manager

City of Highland, Illinois

Fire Department – EMS Division

Purchase of three (3) new automatic cardiopulmonary resuscitation (CPR) devices for EMS use.

F-02-20

Approved by: _____ Date: _____
City Manager

Date: April 15, 2020

Time: 10:00 A.M.

Location: City Hall
1115 Broadway
Highland, Illinois 62249

Proposal Submitted by:

Vendor Name: _____

Address: _____

City, State, Zip: _____

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CONTRACT BID SHEET

Bid of: _____

Company Name

Address City State Zip Code

To: City of Highland, Illinois Date: _____

We propose to make delivery of the above-described equipment within 90 days after a purchase order is issued and signed.

In addition to this bid, the undersigned herewith submits complete information, including descriptive literature and product specifications, to fully define the equipment being offered.

AUTHORIZED
SIGNATURE: _____ TITLE: _____

Print Name: _____ Phone Number: _____

Automatic CPR Device

Make, Model _____

Bid Price Each \$ _____

Total Price: \$ _____

RETURN WITH BID

(If an individual)

Signature of Bidder _____

Business Address _____

(If a partnership)

Firm Name _____

Signed By _____

Business Address _____

Insert
Names and
Addresses of
All Partners



(If a corporation)

Corporate Name _____

Signed By _____

President

Business Address _____

Insert
Names of
Officers



President _____

Secretary _____

Treasurer _____

Attest: _____
Secretary

CERTIFICATE OF NON-DELINQUENCY OF TAX



City of Highland

To: All Vendors and Contractors

From: City of Highland

RE: Certificate of Non-Delinquency of Tax

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

Further, before awarding a contract, the City of Highland is required to obtain a statement under oath from the party with whom it'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

CONTRACT ADMINISTRATION

INVITATION

The City of Highland, Illinois will receive sealed bids until 10:00 a.m., on April 15, 2020, at City Hall, at which time they will be publicly opened and read. After tabulation and review, bids will be presented to the City Council at its next regular meeting for consideration. If there are any questions concerning this solicitation, please contact Chief Brian Wilson at 618-654-3827.

INSTRUCTIONS

Bids must be made on the forms furnished and NO ALTERATION, ADDITION, OR VARIATION to the bid form will be permitted. The following documents must be returned with the bid:

1. Cover Page
2. Bid Form
3. Certificate of Non-Delinquency of Taxes
4. Certificate of Compliance

Authorized signature must be included.

Bids shall be submitted in an opaque, sealed envelope containing the bidders name and address, and labeled "Sealed Bid, Purchase of Automatic CPR Device for EMS, F-02-20." Facsimile bids are not acceptable.

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

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

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

REQUIRED DOCUMENTS

The Certificate of Non-Delinquency of Taxes and Certificate of Compliance must be returned with the bid. The City Council is prohibited from awarding the contract without these documents.

BASIS FOR BID

The Bid shall include all labor, plant, material, transportation, trade-in value, and other costs or credits.

The bid price will include all discounts, preparation costs and all other charges or credits.

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

BASIS FOR CONTRACT AWARD

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

BASIS OF PAYMENT

Payment shall be made in one lump sum inclusive for the devices upon receipt of the invoice and the devices.

SPECIFICATIONS

SCOPE

This contract includes furnishing and delivery of 3 new automatic CPR devices, with specified accessories along with all standard items.

The devices shall be the manufacturer's latest standard model, complete with no deviations. Certain general available options are frequently provided with the standard model. These options may be offered along with the required features.

DESCRIPTION / PROVISIONS

The devices must include, but not limited to, the following:

Power

- Rechargeable batteries to power these units.
- Battery charger to recharge these batteries – (12 volt and 110 volt)

Carrying Case

- Protective carrying case in which to store the unit until it is needed.

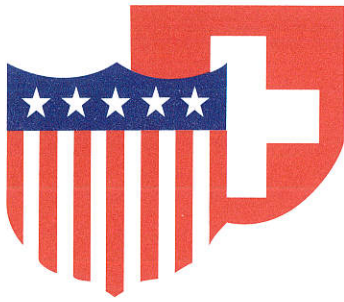
Straps / Bands / Suction Cups

- Complete straps and bands designed for use with these devices.

Bidder shall submit a list of all standard equipment.

WARRANTY

The manufacturer shall provide a standard warranty for all equipment. A written copy of the warranty must accompany the bid. The coverage should include all defective parts and workmanship. The seller, at no charge to the city, shall promptly correct all defects.



City of Highland

MEMO TO: Mark Latham, City Manager

FROM: Joe Gillespie, Director of Public Works

DATE: March 31, 2020

SUBJECT: US 40/Hemlock/Frank Watson Parkway Intersection Signalization, PW-18-17
Recommendation for Award

RECOMMENDATION

I recommend that you request council approval to award a construction contract for the above referenced project to Wissehr Electric, Inc. in Belleville, IL for \$224,740.34.

DISCUSSION

We received and opened bids on March 24, 2020. See the attached tabulation sheet for details.

This project will install traffic signals at the intersection with an interconnection to the railroad's at-grade crossing on Hemlock. We constructed turn lanes nearly 10 years ago in anticipation of receiving permission from IDOT to signalize.

FISCAL IMPACT

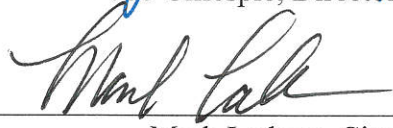
The project is budgeted in Non-Home Rule Sales Tax 20% Rehabilitation.

CONCURRENCE

Recommended by: _____


Joe Gillespie, Director of Public Works

Approved by: _____


Mark Latham, City Manager



Collinsville

100 Lanter Court, Suite 1
Collinsville, IL 62234
618.345.2200

St. Louis

720 Olive, Suite 700
St. Louis, MO 63101
314.588.8381

Belleville

20 East Main Street
Belleville, IL 62220
618.416.4688

St. Charles

330 North Main, Suite 201
St. Charles, MO 63301
636.493.6277

March 27, 2020

Mr. Joe Gillespie
Director of Public Works
City of Highland, Illinois
1113 Broadway, P.O. Box 218
Highland, IL 62249

Re: US Route 40 / Hemlock Intersection Improvements
Section (R-1) TS-1
Recommendation to Award

Dear Mr. Gillespie:

Two bids for the referenced project were received on Tuesday, March 24, 2020 at City Hall. The Engineer's Estimate of Probable Cost is \$260,348. Bids ranged from \$224,740.34 (14% under the Engineer's Estimate) to \$249,541.40 (4% under the Engineer's estimate). Wissehr Electric, Inc. of Belleville, Illinois, submitted the low bid.

Based on our evaluation of the Bids, we recommend awarding the construction contract to Wissehr Electric, Inc., for a contract price of \$224,740.34.

Please notify us if you concur with our recommendation and authorize the contract award to Wissehr Electric, Inc. We will prepare the necessary contract documents and submit them to you for processing.

Sincerely,

OATES ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Steven Keil".

Steven Keil, PE, PLS
Project Manager

County		Municipality or Road		Section		Estimate		Date		Time		Appropriation \$		Attended by		Name and Address of Bidders		Wissehr Electric, Inc. 5801 W State Route 161 Belleville, IL 62223		Electrico, Inc. 7706 Wagner Road Millstadt, IL 62260	
Madison		City of Highland		(R-1) TS1				3/24/2020		10:00 AM				City, Oates							
Proposal Guarantee																Approved Engineers Estimate					
Terms																\$260,348.00					
Item No. or Group	Items	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
67100100	MOBILIZATION		LSUM	1	\$10,000.00	\$10,000.00	\$13,500.00	\$13,500.00	\$10,000.00	\$10,000.00											
72000100	SIGN PANEL - TYPE 1		SQ FT	64	\$25.00	\$1,590.00	\$34.00	\$2,162.40	\$45.00	\$2,862.00											
72000200	SIGN PANEL - TYPE 2		SQ FT	56	\$35.00	\$1,960.00	\$39.00	\$2,184.00	\$40.00	\$2,240.00											
72400100	REMOVE SIGN PANEL ASSEMBLY - TYPE A		EA	3	\$60.00	\$180.00	\$148.00	\$444.00	\$150.00	\$450.00											
72400310	REMOVE SIGN PANEL - TYPE 1		SQ FT	13	\$15.00	\$187.50	\$36.00	\$450.00	\$10.00	\$125.00											
73000100	WOOD SIGN SUPPORT		FT	48	\$15.00	\$720.00	\$34.00	\$1,632.00	\$22.15	\$1,063.20											
78005100	EPOXY PAVEMENT MARKING - LETTERS AND SYMBOLS		SQ FT	185	\$4.00	\$740.00	\$10.61	\$1,962.85	\$11.00	\$2,035.00											
78005110	EPOXY PAVEMENT MARKING - LINE 4"		FT	1,775	\$2.00	\$3,550.00	\$1.59	\$2,822.25	\$1.65	\$2,928.75											
78005130	EPOXY PAVEMENT MARKING - LINE 6"		FT	342	\$3.00	\$1,026.00	\$2.65	\$906.30	\$2.75	\$940.50											
78005140	EPOXY PAVEMENT MARKING - LINE 8"		FT	263	\$3.00	\$789.00	\$3.71	\$975.73	\$3.85	\$1,012.55											
78005150	EPOXY PAVEMENT MARKING - LINE 12"		FT	163	\$4.00	\$652.00	\$10.61	\$1,729.43	\$11.00	\$1,793.00											
78005180	EPOXY PAVEMENT MARKING - LINE 24"		FT	239	\$6.00	\$1,434.00	\$19.10	\$4,564.90	\$19.80	\$4,732.20											
80500100	SERVICE INSTALLATION, TYPE A		EA	1	\$2,000.00	\$2,000.00	\$1,692.00	\$1,692.00	\$1,500.00	\$1,500.00											
81028240	UNDERGROUND CONDUIT, GALVANIZED STEEL, 4" DIA		FT	185	\$40.00	\$7,400.00	\$25.84	\$4,780.40	\$40.00	\$7,400.00											
81028320	UNDERGROUND CONDUIT, PVC, 1" DIA.		FT	1,069	\$10.00	\$10,690.00	\$6.41	\$6,852.29	\$6.00	\$6,414.00											
81028350	UNDERGROUND CONDUIT, PVC, 2" DIA.		FT	483	\$12.00	\$5,796.00	\$13.16	\$6,356.28	\$8.00	\$3,864.00											
81028390	UNDERGROUND CONDUIT, PVC, 4" DIA.		FT	196	\$25.00	\$4,900.00	\$16.82	\$3,296.72	\$15.00	\$2,940.00											
81400100	HANDHOLE		EA	9	\$1,500.00	\$13,500.00	\$1,025.00	\$9,225.00	\$1,500.00	\$13,500.00											
81400300	DOUBLE HANDHOLE		EA	2	\$2,500.00	\$5,000.00	\$2,162.00	\$4,324.00	\$1,950.00	\$3,900.00											
85706000	INTERSECTION MONITOR UNIT		EA	1	\$3,000.00	\$3,000.00	\$4,569.00	\$4,569.00	\$4,400.00	\$4,400.00											
85900100	TRANSCEIVER		EA	1	\$2,000.00	\$2,000.00	\$1,179.00	\$1,179.00	\$1,110.00	\$1,110.00											
86000100	MASTER CONTROLLER		EA	1	\$5,000.00	\$5,000.00	\$7,423.00	\$7,423.00	\$7,225.00	\$7,225.00											
87301215	ELECTRIC CABLE IN CONDUIT, SIGNAL NO. 14 2C		FT	657	\$1.00	\$657.00	\$0.83	\$545.31	\$0.90	\$591.30											
87301225	ELECTRIC CABLE IN CONDUIT, SIGNAL NO. 14 3C		FT	643	\$1.50	\$964.50	\$1.08	\$694.44	\$1.00	\$643.00											
87301245	ELECTRIC CABLE IN CONDUIT, SIGNAL NO. 14 5C		FT	2,626	\$1.00	\$2,626.00	\$1.56	\$4,096.56	\$1.25	\$3,282.50											
87301255	ELECTRIC CABLE IN CONDUIT, SIGNAL NO. 14 7C		FT	2,275	\$1.50	\$3,412.50	\$2.07	\$4,709.25	\$1.50	\$3,412.50											
87301305	ELECTRIC CABLE IN CONDUIT, LEAD-IN, NO. 14 1 PAIR		FT	2,490	\$0.90	\$2,241.00	\$0.94	\$2,340.60	\$1.00	\$2,490.00											
87301750	ELECTRIC CABLE IN CONDUIT, RAILROAD. 14 3C		FT	159	\$1.50	\$238.50	\$1.71	\$271.89	\$30.00	\$4,770.00											
87502700	TRAFFIC SIGNAL POST, ALUMINUM 16 FT.		EA	2	\$1,300.00	\$2,600.00	\$1,130.00	\$2,260.00	\$1,275.00	\$2,550.00											
87700250	STEEL MAST ARM ASSEMBLY AND POLE, 42 FT.		EA	1	\$8,500.00	\$8,500.00	\$8,251.00	\$8,251.00	\$10,080.00	\$10,080.00											
87700260	STEEL MAST ARM ASSEMBLY AND POLE, 44 FT.		EA	1	\$9,000.00	\$9,000.00	\$8,560.00	\$8,560.00	\$10,355.00	\$10,355.00											
87700265	STEEL MAST ARM ASSEMBLY AND POLE, 45 FT.		EA	1	\$9,000.00	\$9,000.00	\$8,776.00	\$8,776.00	\$10,355.00	\$10,355.00											
87700320	STEEL MAST ARM ASSEMBLY AND POLE, 55 FT.		EA	1	\$11,000.00	\$11,000.00	\$11,090.00	\$11,090.00	\$12,690.00	\$12,690.00											
87800100	CONCRETE FOUNDATION, TYPE A		FT	8	\$300.00	\$2,400.00	\$143.00	\$1,144.00	\$175.00	\$1,400.00											
87800150	CONCRETE FOUNDATION, TYPE C		FT	4	\$600.00	\$2,400.00	\$377.00	\$1,508.00	\$900.00	\$3,600.00											
87800400	CONCRETE FOUNDATION, TYPE E 30-INCH DIAMETER		FT	13	\$300.00	\$3,900.00	\$143.00	\$1,859.00	\$200.00	\$2,600.00											
87800415	CONCRETE FOUNDATION, TYPE E 36-INCH DIAMETER		FT	41	\$300.00	\$12,300.00	\$166.00	\$6,806.00	\$275.00	\$11,275.00											
88040070	SIGNAL HEAD, POLYCARBONATE, LED, 1-FACE, 3 SECTION, BRACKET MOUNTED		EA	4	\$800.00	\$3,200.00	\$626.00	\$2,504.00	\$645.00	\$2,580.00											
88040090	SIGNAL HEAD, POLYCARBONATE, LED, 1-FACE, 3 SECTION, MAST ARM MOUNTED		EA	4	\$900.00	\$3,600.00	\$674.00	\$2,696.00	\$668.00	\$2,672.00											
88040150	SIGNAL HEAD, POLYCARBONATE, LED, 1-FACE, 5 SECTION, BRACKET MOUNTED		EA	4	\$1,000.00	\$4,000.00	\$806.00	\$3,224.00	\$920.00	\$3,680.00											
88040160	SIGNAL HEAD, POLYCARBONATE, LED, 1-FACE, 5 SECTION, MAST ARM MOUNTED		EA	4	\$1,100.00	\$4,400.00	\$870.00	\$3,480.00	\$965.00	\$3,860.00											
88102825	PEDESTRIAN SIGNAL HEAD, POLYCARBONATE, LED, 1-FACE, BRACKET MOUNTED WITH COUNT DOWN TIMER		EA	2	\$650.00	\$1,300.00	\$647.00	\$1,294.00	\$565.00	\$1,130.00											
88200100	TRAFFIC SIGNAL BACKPLATE		EA	8	\$200.00	\$1,600.00	\$128.00	\$1,024.00	\$115.00	\$920.00											
88500100	INDUCTIVE LOOP DETECTOR		EA	13	\$200.00	\$2,600.00	\$234.00	\$3,042.00	\$215.00	\$2,795.00											
88600100	DETECTOR LOOP, TYPE I		FT	1,888	\$18.00	\$33,984.00	\$10.33	\$19,503.04	\$10.00	\$18,880.00											
88800100	PEDESTRIAN PUSH-BUTTON		EA	2	\$400.00	\$800.00	\$283.00	\$566.00	\$265.00	\$530.00											
X0327980	PAVEMENT MARKING REMOVAL - WATER BLASTING		SQ FT	1,670	\$3.00	\$5,010.00	\$4.51	\$7,531.70	\$4.47	\$7,464.90											
X1400169	RAILROAD, FULL-ACTUATED CONTROLLER AND TYPE SUPER R CABINET (SPECIAL)		EA	1	\$18,000.00	\$18,000.00	\$17,574.00	\$17,574.00	\$21,300.00	\$21,300.00											
X1400214	SPARE RAILROAD, FULL ACTUATED CONTROLLER, SPECIAL		EA	1	\$4,500.00	\$4,500.00	\$3,448.00	\$3,448.00	\$3,450.00	\$3,450.00											
X7010216	TRAFFIC CONTROL AND PROTECTION, (SPECIAL)		LSUM	1	\$10,000.00	\$10,000.00	\$4,828.00	\$4,828.00	\$7,950.00	\$7,950.00											
X8620200	UNINTERRUPTABLE POWER SUPPLY, SPECIAL		EA	1	\$6,500.00	\$6,500.00	\$4,919.00	\$4,919.00	\$4,400.00	\$4,400.00											
Z0048665	RAILROAD PROTECTIVE LIABILITY INSURANCE		LSUM	1	\$7,500.00	\$7,500.00	\$3,163.00	\$3,163.00	\$5,400.00	\$5,400.00											
					Total	As Read		\$224,740.34		\$249,541.40											
					Bid	As Corrected	\$260,348.00		\$224,740.34		\$249,541.40										

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A
PROPOSAL FOR LIMITED CONSTRUCTION ENGINEERING SERVICES
WITH OATES ASSOCIATES, INC. FOR THE PROPOSED
HEMLOCK STREET TRAFFIC SIGNAL AT CSXT RAILROAD CROSSING**

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

WHEREAS, City has determined the intersection of Hemlock, U.S. Hwy. 40, and Frank Watson Parkway is in need of a traffic signal; and

WHEREAS, City staff has presented the approved plans to City Council for the Hemlock Street traffic signal interconnect / pre-emption project in the vicinity of CSXT milepost QS-210.01 (hereinafter “Project”); and

WHEREAS, City has consulted with Oates & Associates, Inc. (hereinafter “Oates”), an engineering firm, to assess the construction engineering needs for the Project; and

WHEREAS, Oates has prepared a Proposal for Limited Construction Engineering Services for the Project, including: 1) preparing the notice to bidders, 2) bidding the project and addressing contractor questions, 3) attending the bid opening and pre-construction meeting, 4) limited construction administration, 5) assisting City with construction observation of traffic signal equipment installation, 6) construction staking for the project, and 7) additional services that may be required (hereinafter “Oates Proposal, attached hereto as **Exhibit A**); and

WHEREAS, Oates has agreed to furnish the above engineering services for the estimated fee of \$45,300 (**Exhibit A**); and

WHEREAS, City finds that the terms of the Oates Proposal (**Exhibit A**) are fair and reasonable, and City finds the Oates Proposal (**Exhibit A**) should be approved; and

WHEREAS, City has determined it to be in the best interests of public health, safety, general welfare, and economic welfare of City to approve the Oates Proposal (**Exhibit A**); and

WHEREAS, City finds that the City Manager and/or Mayor should be authorized and directed, on behalf of City, to execute the Oates Proposal (**Exhibit A**).

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

Section 1. The foregoing recitals are incorporated herein as findings of the City

Council of the City of Highland, Illinois.

Section 2. The Oates Proposal for Limited Construction Engineering Services (**Exhibit A**) for the Project 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 the Oates Proposal for Limited Construction Engineering Services (**Exhibit A**) for the 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 _____, 2020, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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



Collinsville
100 Lanter Court, Suite 1
Collinsville, IL 62234
618.345.2200

St. Louis
720 Olive, Suite 700
St. Louis, MO 63101
314.588.8381

Belleville
20 East Main Street
Belleville, IL 62220
618.416.4688

St. Charles
330 North Main, Suite 201
St. Charles, MO 63301
636.493.6277

March 13, 2020

Mr. Joe Gillespie
Director of Public Works
City of Highland
1113 Broadway, PO Box 218
Highland, Illinois 62249-0218

Re: US 40 and Hemlock Ave Intersection Improvements
Limited Construction Engineering Services

Dear Mr. Gillespie:

We propose to render professional engineering and surveying services in connection with the construction of the above referenced project (hereinafter called the "Project").

Our Basic Services will consist of preparing the notice to bidders, bidding the project and addressing contractor questions, attending the bid opening and pre-construction meeting, limited construction administration, assist City with construction observation of traffic signal equipment installation, and construction staking for the project, all as set forth in the attached Estimate of Person Hours. We will also furnish such Additional Services as you may request. These services are provided subject to the General Conditions shown on the attached Exhibit A.

You agree to pay us for our Basic Services and any authorized Additional Services at the hourly rates set forth on Exhibit A. Billings for Basic Services are estimated at \$45,300.

All services are provided subject to the General Conditions shown on the attached Exhibit A. This proposal and the attachments represent the entire understanding between you and Oates Associates, Inc. with respect to the Project and may only be modified in writing signed by both of us. If it satisfactorily sets forth your understanding of our agreement, please sign the enclosed copy of this letter in the space provided below and return it to us.

Sincerely,

OATES ASSOCIATES, INC.

Steven M. Keil, PE, PLS
Project Manager

Jeffrey Rensing, PE, SE
Project Principal

Accepted this _____ day of _____, 2020.

By: _____

Title: _____

EXHIBIT A HOURLY RATE SCHEDULE

Principal Engineer	215.00
Senior Professional II	195.00
Senior Professional I	180.00
Professional IV	165.00
Professional III	150.00
Professional II	130.00
Professional I	110.00
Junior Professional	90.00
Technician III	130.00
Technician II	115.00
Technician I	90.00
Technician	70.00
Technician Intern	50.00

The above hourly rates are effective as of July 1, 2019 and are subject to adjustment annually.

TERMS

When used below, the term “we” and “our” refers to Oates Associates, Inc. and its consultants, stockholders, agents and employees. The term “you” and “your” refers to the person or entity to whom this proposal is addressed.

PAYMENT PROVISIONS

We will bill you monthly for services and reimbursable expenses. Our invoices are due and payable within 30 days of issuance. If invoices are not paid when due, we will stop work on the project until paid. In addition, a late charge of 1-1/2% per month will be assessed on invoices not paid within 30 days.

We will bill you for any direct costs we incur in the prosecution of this work. Direct costs may include subconsultants we contract to perform a portion of our scope. Reimbursable expenses will also include any out of pocket costs directly related to this project. Basis for billings of reimbursable expenses will be actual cost.

The above financial arrangements are on the basis of prompt payment of our bills and the orderly and continuous progress of the Project. We would expect to start our services promptly after receipt of your acceptance of this proposal. If there are protracted delays for reasons beyond our control, we would expect to negotiate with you an equitable adjustment of our compensation taking into consideration the impact of such delay including but not limited to changes in price indices and pay scales applicable to the period when services are in fact being rendered.

GENERAL LIABILITY AND LIMITATION THEREOF

We agree to hold you harmless and to indemnify you on account of any liability due to bodily injury or property damage arising directly out of our negligent acts, but such hold harmless and indemnity will be limited to that covered by our comprehensive general liability insurance. At your request, we will provide certificates evidencing such coverage and, if available, will purchase additional limits of liability that you may require as a separate cost item to be borne by you.

LIMITATION OF LIABILITY

You recognize that our fee includes an allowance for funding a variety of risks which are imposed on us by virtue of our involvement in and association with your project. One of these risks stems from the potential for human error. In order for you to obtain a reduction in fee by virtue of a smaller allowance for risk funding, you agree to limit our professional liability to you for any and all claims, losses, expenses, injuries or damages (including consequential damages) arising from our professional acts, errors, or omissions, such that our total aggregate liability to you shall not exceed the total compensation received by us under this agreement, or the sum of \$50,000, whichever is greater. If you wish to discuss higher limits and the charges involved, you should speak with our personnel.

THIRD PARTY CLAIMS

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either you or us. Our services under this Agreement are being performed solely for your benefit, and no other entity shall have any claim against us because of this Agreement or the performance or nonperformance of services hereunder. You agree to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.

OWNERSHIP AND USE

Upon full payment of all sums due or anticipated to be due us under this Agreement and upon performance of all your obligations under this Agreement, the latest original Drawings and Specifications and the latest electronic data prepared by us for the Project shall become your property. This conveyance shall not deprive us of the right to retain electronic data or other reproducible copies of the Drawings and Specifications or the right to reuse information contained in them in the normal course of our professional activities. We shall be deemed the author of such electronic data or documents, shall retain all rights not specifically conveyed, and shall be given appropriate credit in any public display of such Drawings and Specifications. We will, however, retain ownership and possession of original recorded plats.

You will not use or authorize any other person to use the Drawings, Specifications, electronic data and other instruments of service on other projects, for additions to this Project or for completion of this Project by others so long as we are not adjudged to be in default under this Agreement. Reuse without our professional involvement will be at your sole risk and without liability to us. You agree to indemnify and hold us and our subconsultants or agents harmless from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of unauthorized reuse of Drawings, Specifications, electronic data or other instruments of service.

EXHIBIT A

GENERAL CONDITIONS (continued)

TIMING OF STANDARDS

We endeavor to perform our services in accordance with standards, building codes, and ordinances in effect at the time of service using that level of care and skill ordinarily exercised by members of the profession currently practicing in the same or similar locality and under similar conditions. You understand that these standards and level of care and skill change with time and that substantially delayed use of our documents without our involvement is at your own risk.

TERMINATION, SUSPENSION OR ABANDONMENT

You recognize that if you terminate, suspend or abandon this project we will incur many costs which we would not have incurred had the project continued to completion. Therefore it is agreed that an equitable adjustment to our compensation shall include but not be limited to all reasonable costs incurred by us on account of suspension or abandonment of the Project, for preparation of documents for storage; maintaining space and equipment pending resumption; orderly demobilization of staff; maintaining employees on a less than full-time basis; terminating employment of personnel because of suspension; rehiring former employees or new employees because of resumption; reacquainting employees with the Project upon resumption; and making revisions to comply with Project requirements at the time of resumption.

DISPUTE RESOLUTION

In an effort to resolve any conflicts that arise during the design or construction of the Project or following the completion of the Project, you and we agree that all disputes between us arising out of or relating to this Agreement or the Project shall be submitted to non-binding mediation unless the parties mutually agree otherwise.

UNFORESEEN CONDITIONS

Our services may be provided to assist you in making changes to an existing facility for which you shall furnish documentation and information upon which we may rely for its accuracy and completeness. Unless specifically authorized or confirmed in writing by you, we shall not be required to perform or to have others perform destructive testing or to investigate concealed or unknown conditions.

RELIANCE ON INFORMATION

In the event documentation or information furnished by you is inaccurate or incomplete, all resulting damages, losses and expenses, including the cost of our Additional Services, shall be borne by you. You shall indemnify and hold harmless Oates Associates, Inc. our subconsultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, which arise as a result of documentation or information furnished by you.

CONSTRUCTION MEANS AND METHODS

Performance of our services does not imply liability by us for Contractor means, methods, techniques, sequences or procedures of construction selected by Contractor or safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor furnishing and performing their work. Accordingly we can neither guarantee the performance of the construction contracts by Contractor nor assume responsibility for Contractor failure to furnish and perform work in accordance with Contract Documents.

JOBSITE SAFETY

Insofar as jobsite safety is concerned, we are responsible solely for our own and our employees' activities on the jobsite, but this shall not be construed to relieve you or any construction contractors from their responsibilities for maintaining a safe jobsite. Neither our professional activities nor the presence of our employees and subconsultants, shall be construed to imply we have any responsibility for methods of work performance supervision, sequencing of construction, or safety in, on, or about the jobsite. You agree that the general contractor is solely responsible for jobsite safety, and you warrant that this intent shall be made evident in your agreement with the general contractor. You also warrant we shall be made an additional insured under the general contractor's general liability insurance policy.

HAZARDOUS MATERIALS

As used in this Agreement, the term "hazardous materials" shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gasses and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site.

You and we acknowledge that our scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event that we or any other party encounter any hazardous materials, or should it become known to us that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of our services, we may, at our option and without liability for consequential or any other damages, suspend performance of our services under this Agreement until you retain appropriate consultants or contractors to identify and abate or remove the hazardous materials and warrant that the jobsite is in full compliance with laws and regulations regarding such materials.

FIRM: OATES ASSOCIATES, INC.
ROUTE: US 40 and Hemlock Ave Intersection Improvements
SECTION: (R-1) TS-1
COUNTY: Madison
JOB NO.: 18061.001
PTB NO.: PW-18-17

SUMMARY OF PERSON HOURS & COST

TASK	PRIN.	SR. PROF. II	PROF. II	JR. PROF.	TECH. II	TOTAL HOURS	TOTAL COST
BILLING RATES:	\$215	\$195	\$130	\$90	\$115		
1.0 LIMITED CONSTRUCTION ADMINISTRAT	0	44	208	0	0	252	\$35,620
2.0 CONSTRUCTION STAKING	0	8	20	0	48	76	\$9,680
TOTAL HOURS:	0	52	228	0	48	328	
ESTIMATE OF LABOR COST:	\$0	\$10,140	\$29,640	\$0	\$5,520		\$45,300
ESTIMATE OF DIRECT COSTS:							\$0
0% CONTINGENCY:							\$0
ESTIMATE OF TOTAL COST:							\$45,300

FIRM: OATES ASSOCIATES, INC.
 ROUTE: US 40 and Hemlock Ave Intersection Improvements
 SECTION: (R-1) TS-1
 COUNTY: Madison
 JOB NO.: 18061.001
 PTB NO.: PW-18-17

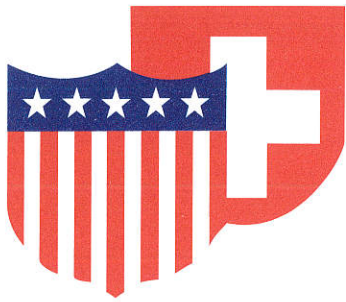
ESTIMATE OF PERSON HOURS

TASK	PRIN.	SR. PROF. II	PROF. II	JR. PROF.	TECH. II	TOTAL	SCOPE OF WORK
1.0 LIMITED CONSTRUCTION ADMINISTRATION		44	208			252	
1.1 preconstruction		16	20			36	
IEPA - Notice of Intent form							n/a
BC-775/776 Resident Construction Supervision/Inspection							By City
BC-981 Agreement to Accuracy of Plan Quantities							By City
OPER-725 Traffic Control Authorization							By City
preconstruction meeting		2	4			6	
prepare notice to bidders		2				2	
attend bid opening and prepare award recommendation letter		4				4	
address contractor bid questions		8	16			24	
1.2 shop drawing review			8			8	
traffic signal equipment			8			8	
1.3 coordination and site visits		28	60			88	
construction questions from RE		16	36			52	plan interpretation, construction questions (3 mo. @ 16 hrs/mo)
construction site visits		12	24			36	3 mo. @ 12 hrs/mo

FIRM: OATES ASSOCIATES, INC.
 ROUTE: US 40 and Hemlock Ave Intersection Improvements
 SECTION: (R-1) TS-1
 COUNTY: Madison
 JOB NO.: 18061.001
 PTB NO.: PW-18-17

ESTIMATE OF PERSON HOURS

TASK	PRIN.	SR. PROF. II	PROF. II	JR. PROF.	TECH. II	TOTAL	SCOPE OF WORK
1.4 observation, testing and documentation			120			120	assist City with observation of traffic signal equipment
daily diary entries							By City
print diary							By City
daily quantities - measure, calculate and document							By City
print daily quantities							By City
BC-2331 ICORS PC Back-Up Schedule							By City
create quantity book							By City
BC-239 Weekly Report of Resident							By City
BC-2259 SWPPP Erosion Control Inspection Report							By City
BC-726 Traffic Control Inspection Report							By City
BC-2367 Independent Truck Weight Check							By City
authorizations							By City
pay estimates							By City
BC-163 Report of Employee Interviews							By City
request for assignment							By City
general construction observation			120			120	15 WD's @ 8hrs/day
end of project closeout							By City
piling inspection							n/a
soil testing							n/a
aggregate testing							n/a
HMA testing							n/a
PCC testing							n/a
pavement coring							n/a
foundation testing							By City
2.0 CONSTRUCTION STAKING		8	20		48	76	
2.1 Staking		8	20		48	76	Estimate includes staking each item one time only
Set/Verify Horizontal and Vertical Control		2	2		16	20	check control / set additional control outside construction limits not included
Stake Centerlines							
Stake ROW		1	3		8	12	break points and 50' intervals (~40 pnts)
Stake Removal Items							not included
Stake signal posts		1	3		8	12	6 posts with 2 o/s stakes (18 pnts)
Stake handholes & controllers		2	6		8	16	14 locates with 2 o/s stakes (42 pnts)
Miscellaneous staking		2	6		8	16	assumes 1 day



City of Highland

MEMO TO: Mark Latham, City Manager
FROM: Joe Gillespie, Director of Public Works
DATE: March 31, 2020
SUBJECT: US 40/Hemlock/Frank Watson Parkway Intersection Signalization, PW-18-17
Construction Engineering Services Agreement

RECOMMENDATION

I recommend that you request council approval for construction engineering services agreement with Oates Associates for the above referenced project for \$45,300.

DISCUSSION

The services include the bidding process, preconstruction meeting, staking, and assisting our resident engineer with construction observation of the traffic signal equipment installation. The City's Resident Engineer will oversee the project construction and management.

FISCAL IMPACT

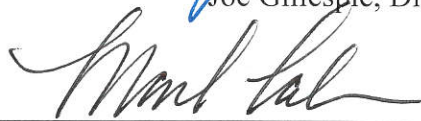
This project is funded in the Non Home Rule Sales Tax budget.

CONCURRENCE

Recommended by: _____


Joe Gillespie, Director of Public Works

Approved by: _____



Mark Latham, City Manager

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING AND DIRECTING
THE SALE OF CERTAIN SURPLUS PERSONAL PROPERTY
OF THE CITY'S WATER DISTRIBUTION/SEWER COLLECTION DIVISION
(1995 CHEVROLET BLAZER)**

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

WHEREAS, the City of Highland Water Distribution/Sewer Collection division has certain personal property – namely, a 1995 Chevrolet Blazer, with odometer reading of 104,432 miles, and having Vehicle ID #1GNNDT13W1S2235567 – and the City Council finds and determines that the personal property is no longer necessary or useful to the City and that it is not in the best interests of the City to retain the personal property;

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

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

Section 2. The 1995 Chevrolet Blazer, with odometer reading of 104,432 miles, and having Vehicle ID #1GNNDT13W1S2235567, is declared to be no longer useful to the City or necessary for City purposes.

Section 3. It is in the best interests of the City to dispose of and to sell the 1995 Chevrolet Blazer, with odometer reading of 104,432 miles, and having Vehicle ID #1GNNDT13W1S2235567.

Section 4. The City Manager and/or his designee, is hereby authorized and directed to sell that vehicle in whatever manner he shall designate, with or without advertising the sale.

Section 5. The City Manager and/or his designee, is hereby authorized and directed to execute any documents necessary to complete the sale of that vehicle, and to deposit the proceeds of the sale into the City treasury.

Section 6. 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 and approved by the Mayor of the City of Highland, Illinois and deposited and filed in the office of the City Clerk on the _____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

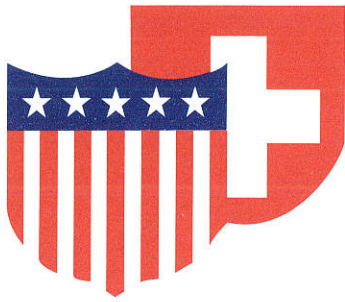
NOES:

APPROVED:

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

ATTEST:

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



City of Highland

MEMO TO: Mark Latham, City Manager
FROM: Joe Gillespie, Director of Public Works
DATE: April 2, 2020
SUBJECT: Water Distribution/Sewer Collection Maintenance
Recommendation for Declaring Surplus Property

RECOMMENDATION

I recommend that you request council approval to declare a 1995 Chevrolet Blazer in the Water Distribution/Sewer Collection Maintenance division as surplus property.

DISCUSSION

The vehicle is used to run errands and samples to the lab. It has numerous large mechanical issues, has 104,000 miles, and should be removed from the fleet completely. They intend to replace it with the resident engineer's 2001 Blazer when it becomes available.

FISCAL IMPACT

Funds from the sale will go in to the division account.

CONCURRENCE

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

Approved by: Mark Latham
Mark Latham, City Manager

ORDINANCE NO. _____

**AN ORDINANCE DECLARING A
1992 SPARTAN DIAMOND FIRE APPARATUS SURPLUS
AND AUTHORIZING ITS SALE**

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

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

WHEREAS, the City Fire Department currently owns a 1992 Spartan Diamond fire apparatus, with VIN#: 4S7PT9S09NC005662, which, in the opinion of this City Council, is no longer necessary or useful to, or in the best interests of, the City to retain, and should be declared surplus personal property; and

WHEREAS, City has determined the City Manager, or his designee, is permitted to sell the 1992 Spartan Diamond fire apparatus, with VIN#: 4S7PT9S09NC005662, for the maximum value that can be obtained, to be determined solely by the City Manager, or his designee; and

WHEREAS, City has determined it to be in the best interest of public health, safety, general welfare and economic welfare to declare the 1992 Spartan Diamond fire apparatus, with VIN#: 4S7PT9S09NC005662, surplus, and sell the same.

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

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

Section 2. That the City personal property, specifically the 1992 Spartan Diamond fire apparatus, with VIN#: 4S7PT9S09NC005662, is hereby declared no longer useful to the City or necessary for City purposes, that the aforementioned City personal property is declared surplus, and that it is in the best interest of the City to sell it.

Section 3. That the City Manager, or his designee, is directed and authorized to sell the 1992 Spartan Diamond fire apparatus, with VIN#: 4S7PT9S09NC005662, for the maximum amount attainable, and deposit the funds from said sale into the city treasury.

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

Passed by the City Council and approved by the Mayor of the city of Highland, Illinois and deposited and filed in the office of the City Clerk on the _____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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



City of Highland
Fire Department

Brian Wilson, Emergency Services Chief

To: City Manager Mark Latham, Honorable Mayor Michaelis and City Council Members

From: Chief Brian Wilson

Date: March 25, 2020

Re: Surplus fire apparatus

The Fire Department has a 1992 Spartan Diamond pumper truck that no longer meets the requirements of National Fire Protection Association, Standard #1901 – *Standard for Automotive Fire Apparatus*.

This unit, with a VIN 4S7PT9S09NC005662 was purchased new in 1992.

We respectfully request that this vehicle be declared surplus so that we may offer it for sale, in “as is” condition. A replacement truck was purchased early in 2019 and has been in service for several months in place of this 1992 Spartan.

RESOLUTION NO. _____

WHEREAS, the Highland Jaycees is sponsoring their annual Schweizerfest in the City of Highland which event constitutes a public purpose;

WHEREAS, this event will require the temporary closure of IL Route 160, a State Highway in the City of Highland, IL from Laurel St. to Washington St.

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Highland that permission to close off Illinois Route 160 from Laurel St. to Washington St. on (Friday, June 12th, Saturday, June 13th; Sunday, June 14th and Monday, June 15th, 2020) as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED, that this closure shall occur during the approximate time period between 9:00 am on Friday, June 12th, 2020, and 6:00 am on Monday, June 15th, 2020.

BE IT FURTHER RESOLVED, that this closure is for the public purpose of conducting the annual Schweizerfest event.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic, when appropriate.) The detour route shall be as follows: **Eastbound:** Detour west on Highland Rd. from IL Rte. 160 to Hemlock St., north on Hemlock to US Rte. 40, East on 40 to Rte. 160. **Westbound:** Detour west on US Rte. 40 to Hemlock, south on Hemlock to Highland Rd., east on Highland Rd. to IL Rte. 160.

BE IT FURTHER RESOLVED, that the Highland Jaycees assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the Highland Jaycees prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the Highland Jaycees as may be approved by the Illinois Department of Transportation. These items shall be provided by the Highland Jaycees.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

BE IT FURTHER RESOLVED, that the Highland Jaycees hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the Highland Jaycees shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of \$100,000 per person and \$500,000 aggregate which has the Illinois Department of Transportation and its officials, employees, and agents as additional insureds and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Illinois Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED by the City Council of the City of Highland on the ____ day of _____, 2020, and filed in the Office of the City Clerk this _____ day of _____, 2020.

ATTEST:

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



CERTIFICATE OF LIABILITY INSURANCE

OP ID: EK

DATE (MM/DD/YYYY)
02/10/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa		CONTACT NAME: PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____ PRODUCER CUSTOMER ID #: HIGHL-1	
INSURED Highland Jaycees P O Box 521 Highland, IL 62249		INSURER(S) AFFORDING COVERAGE INSURER A : Erie Insurance Group INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
		NAIC #	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

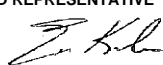
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		Q45-1650581	09/16/2019	09/16/2020	EACH OCCURRENCE	\$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$ 1,000,000	
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (PER ACCIDENT)	\$
								\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DEDUCTIBLE RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Illinois Department of Transportation is added as additional insured with respect to the Highland Jaycees' Schweizerfest Event to be held from Friday June 12th through Monday June 15th, 2020.

CERTIFICATE HOLDER**CANCELLATION**

ILLINTR Illinois Department of Transportation Division of Highways Dist. 8 1102 Eastport Plaza Dr. Collinsville, IL 62234	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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RESOLUTION NO. _____

WHEREAS, the Highland Jaycees are sponsoring parades in the City of Highland which event constitutes a public purpose;

WHEREAS, these parades will require the temporary closure of IL Route 160, a State Highway in the City of Highland, IL from Spindler Lane to Cypress Street.

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Highland that permission to close off Illinois Route 160 from Spindler Lane to Cypress St. on (Saturday, June 13th and Sunday, June 14th, 2020) as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between 4:45 pm and 6:30 pm on Saturday, June 13th and Sunday, June 14th, 2020.

BE IT FURTHER RESOLVED that this closure is for the public purpose of conducting parades.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic, when appropriate.) The detour route shall be as follows: **Eastbound:** Detour west on Highland Rd. from IL Rte. 160 to Hemlock St., north on Hemlock to US Rte. 40, East on 40 to Rte. 160. **Westbound:** Detour west on US Rte. 40 to Hemlock, south on Hemlock to Highland Rd., east on Highland Rd. to IL Rte. 160.

BE IT FURTHER RESOLVED that the Highland Jaycees assume full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED that police officers or authorized flaggers shall be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED that all debris shall be removed by the Highland Jaycees prior to

reopening the State Highway.

BE IT FURTHER RESOLVED that such signs, flags, barricades, etc., shall be used by the Highland Jaycees as may be approved by the Illinois Department of Transportation. These items shall be provided by the Highland Jaycees.

BE IT FURTHER RESOLVED that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

BE IT FURTHER RESOLVED that the Highland Jaycees hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the Highland Jaycees shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of \$100,000 per person and \$500,000 aggregate which has the Illinois Department of Transportation and its officials, employees, and agents as additional insureds and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Illinois Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED by the City Council of the City of Highland on the ___ day of _____, 2020, and filed in the Office of the City Clerk this _____ day of _____, 2020.

ATTEST:

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



CERTIFICATE OF LIABILITY INSURANCE

OP ID: EK

DATE (MM/DD/YYYY)

02/10/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME: PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____ PRODUCER CUSTOMER ID #: HIGHL-1	
	INSURER(S) AFFORDING COVERAGE	
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	INSURER A : Erie Insurance Group	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

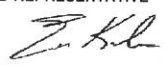
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSR	WVD					
A	GENERAL LIABILITY	X		Q45-1650581	09/16/2019	09/16/2020	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMPI/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE	\$
	<input type="checkbox"/> DEDUCTIBLE							\$
	<input type="checkbox"/> RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Illinois Department of Transportation is added as an Additional Insured with respect to the Highland Jaycees road closure of IL State Route 160 from Spindler Park Lane to Cypress St on Saturday, June 13th, 2020 from 4:45pm until 6:30pm and on Sunday, June 14th, 2020 from 4:45pm to 6:30pm for the purpose of conducting the annual Schweizerfest Parades

CERTIFICATE HOLDER**CANCELLATION**

ILLINOI Illinois Department of Transportation Division of Highways District8 1102 Eastport Plaza Dr Collinsville, IL 62234	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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ORDINANCE NO. _____

**AN ORDINANCE REPEALING AND REPLACING TABLE AND DIAGRAM
FROM CHAPTER 90 – ZONING,
ARTICLE V – OFF-STREET PARKING AND LOADING,
SEC. 90-224 – DESIGN REQUIREMENTS**

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 City Code of Ordinances, Chapter 90, Article V – Off Street Parking and Loading, Sec. 90-224 – Design Requirements, contains “Table 5.2 Minimum Parking Dimensions and Aisle Widths” and “Off-Street Parking Standards” that are incorrect, contain scrivener’s errors, and need to be repealed and replaced; and

WHEREAS, City has determined Chapter 90, Article V – Off Street Parking and Loading, Sec. 90-224 – Design Requirements shall now state:

Sec. 90-224. - Design requirements.

The provisions of this section apply to all vehicle parking spaces and parking areas, whether the parking meets or exceeds the number of spaces established in this article to serve a particular use.

- (1) Minimum Stall Dimensions. Every 90° parking space shall provide a usable rectangular area at least ten feet wide by 20 feet in length. Access drives shall not encroach into this minimum rectangular area. Every parking space shall be clearly delineated by lines painted on or otherwise applied to the parking lot surface. The requirements for off-street parking shall be implemented according to the minimal dimensions depicted in Table 5.2 below.

TABLE 5.2 MINIMUM PARKING DIMENSIONS AND AISLE WIDTHS

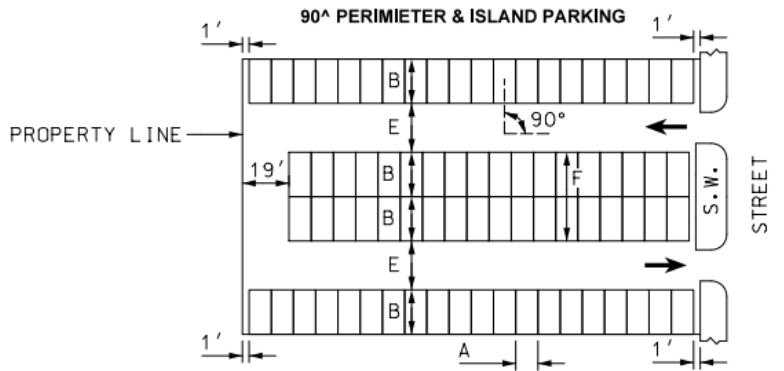
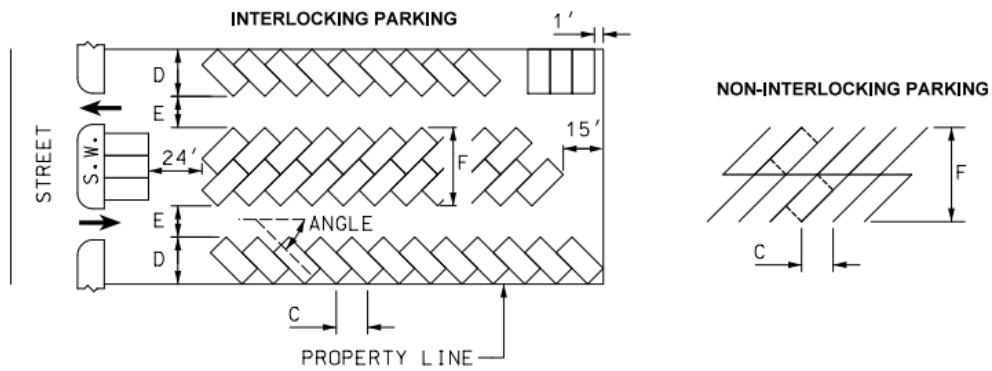
	A	B	C	D	E	F
PARKING ANGLE	STALL WIDTH	STALL LENGTH	CURB LENGTH PER CAR	STALL DEPTH	AISLE WIDTH	END OF STALL TO END OF STALL
0° "PARALLEL"	8.5'	23.0'	23.0'	8.5'	--	--
45°	10.0'	20.0'	14.1'	21.2'	14.0'	35.4' (1) 42.4' (2)
60°	10.0'	20.0'	11.5'	22.3'	17.5'	39.6' (1) 44.6' (2)
90°	10.0'	20.0'	10.0'	20.0'	22.0'	40.0'

(1) USING INTERLOCKING PARKING DESIGN
 (2) USING NON-INTERLOCKING PARKING DESIGN

- THE DIAGRAMS BELOW ILLUSTRATE THE MEASUREMENTS (A), (B), (C), (D), (E), AND (F).
- ADDITIONAL WIDTH MAY BE REQUIRED WHERE THE AISLE SERVES AS THE PRINCIPAL MEANS OF ACCESS TO ON-SITE BUILDINGS

OFF-STREET PARKING STANDARDS

ANGLED PERIMETER & ISLAND PARKING



WHEREAS, City Staff recommended to the Combined Planning and Zoning Board (“CPZB”) that it should approve repealing and replacing Chapter 90, Article V – Off Street Parking and Loading, Sec. 90-224 – Design Requirements (*See* Staff Report attached hereto as **Exhibit A**); and

WHEREAS, the Combined Planning and Zoning Board recommended to the City Council that it repeal and replace Chapter 90, Article V – Off Street Parking and Loading, Sec. 90-224 – Design Requirements (*See* CPZB Report attached hereto as **Exhibit B**); and

WHEREAS, the City Council finds it should approve repealing and replacing Chapter 90, Article V – Off Street Parking and Loading, Sec. 90-224 – Design Requirements.

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. Chapter 90, Article V – Off Street Parking and Loading, Sec. 90-224 – Design Requirements, shall now state:

Sec. 90-224. - Design requirements.

The provisions of this section apply to all vehicle parking spaces and parking areas, whether the parking meets or exceeds the number of spaces established in this article to serve a particular use.

- (1) Minimum Stall Dimensions. Every 90° parking space shall provide a usable rectangular area at least ten feet wide by 20 feet in length. Access drives shall not encroach into this minimum rectangular area. Every parking space shall be clearly delineated by lines painted on or otherwise applied to the parking lot surface. The requirements for off-street parking shall be implemented according to the minimal dimensions depicted in Table 5.2 below.

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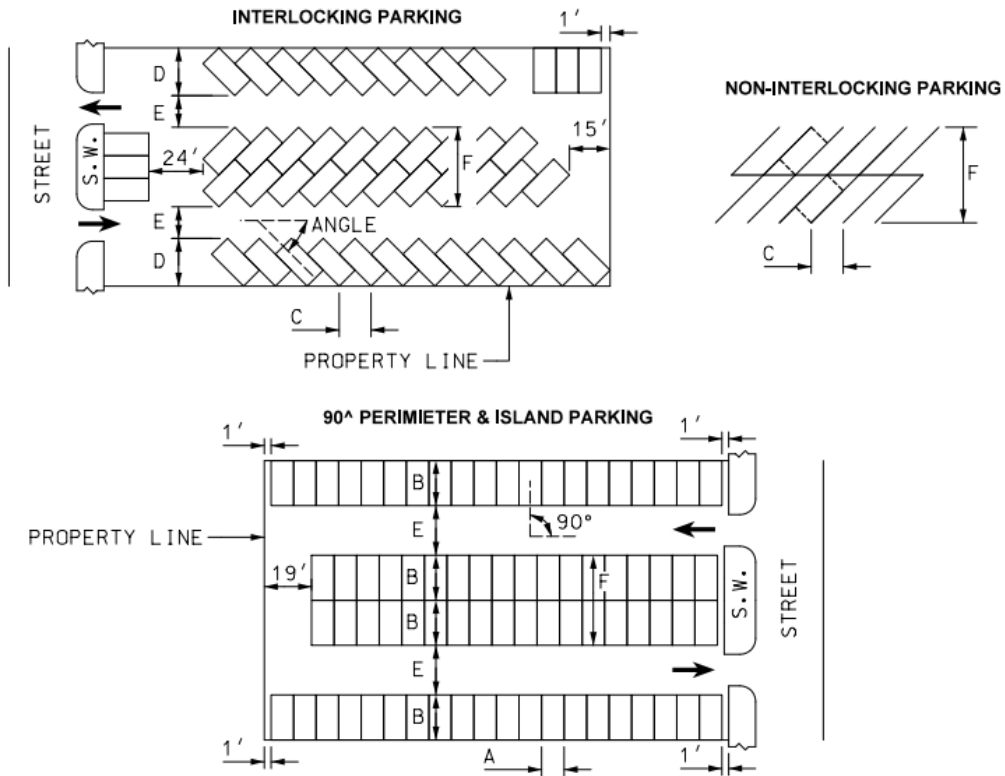
	A	B	C	D	E	F
PARKING ANGLE	STALL WIDTH	STALL LENGTH	CURB LENGTH PER CAR	STALL DEPTH	AISLE WIDTH	END OF STALL TO END OF STALL
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- (1) USING INTERLOCKING PARKING DESIGN
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- THE DIAGRAMS BELOW ILLUSTRATE THE MEASUREMENTS (A), (B), (C), (D), (E), AND (F).
- ADDITIONAL WIDTH MAY BE REQUIRED WHERE THE AISLE SERVES AS THE PRINCIPAL MEANS OF ACCESS TO ON-SITE BUILDINGS

OFF-STREET PARKING STANDARDS

ANGLED PERIMETER & ISLAND PARKING



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 and approved by the Mayor of the City of Highland, Illinois and deposited and filed in the office of the City Clerk on the ____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



City of Highland

Building and Zoning

Meeting Date: April 1, 2020

From: Breann Speraneo, Director of Community Development

Text Amendment: Section 90-224. – Design requirements.

Description: Correcting errors on parking lot design requirements

Proposal Summary

The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to correct scrivener's errors in Table 5.2 Minimum Parking Dimensions and Aisle Widths and to update parking lot design requirement graphics.

Purpose

Mathematical errors have been identified in Table 5.2 Minimum Parking Dimensions and Aisle Widths for parking lot design standards. These errors are noted in **blue**. Values that were missing are filled in in **red**. Non-interlocking "F" values for 45-degree and 60-degree parking were also added. The graphics have been revised for clarity. The intent of this section remains the same.



City of Highland

Building and Zoning

Proposed Text

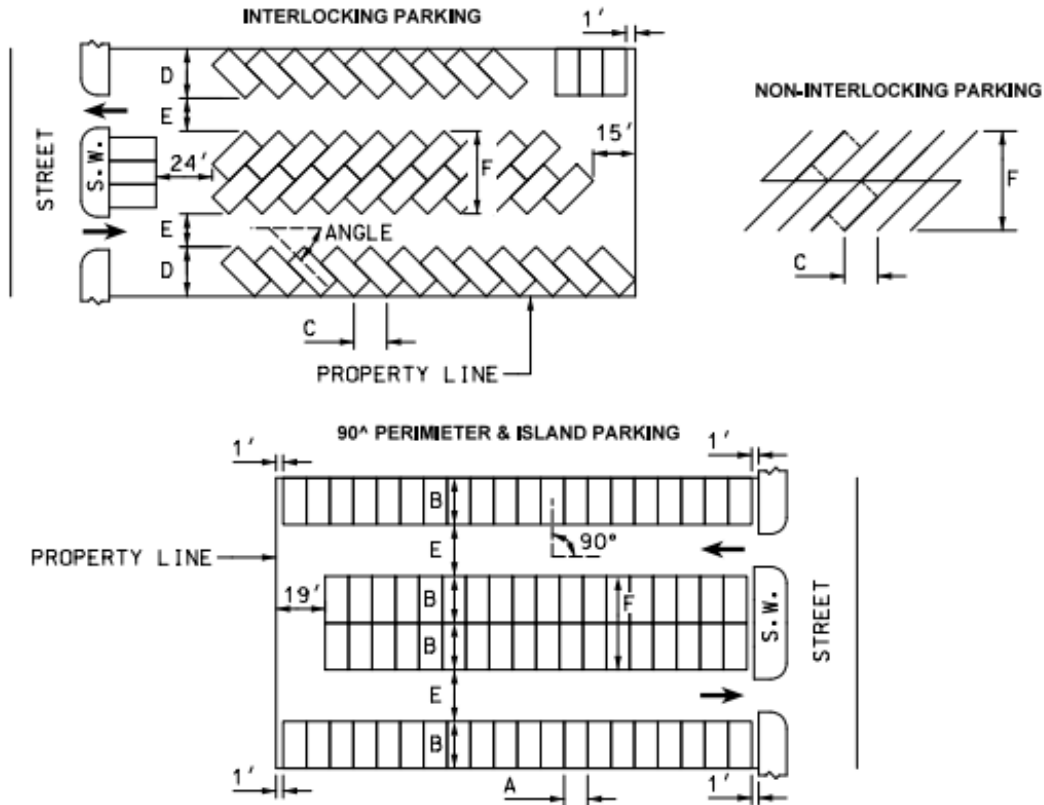
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	A	B	C	D	E	F
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OFF-STREET PARKING STANDARDS

ANGLED PERIMETER & ISLAND PARKING





City of Highland
Building and Zoning

Exhibit "C"
Determination for Zoning Text Amendment

Date Advertised: 3-11-20 & 3-12-20
Public Hearing Date: 4-1-20

On April 1, 2020, the City of Highland Combined Planning and Zoning Board at its regular meeting approved/denied a Zoning Text Amendment for the following:

The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to correct a scrivener's error in Table 5.2 Minimum Parking Dimensions and Aisle Widths.

The City Council will consider the recommendation of the Combined Planning and Zoning Board at the April 6, 2020 meeting of the City Council.

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

Conditions (if any): NONE

Chairperson of the Combined Planning and Zoning Board

APRIL 1, 2020

Date

ORDINANCE NO. _____

**AN ORDINANCE APPROVING REAL ESTATE REZONING FOR
1208 OLD TRENTON ROAD, HIGHLAND, ILLINOIS,
FROM “R-1-B” SINGLE FAMILY RESIDENTIAL DISTRICT TO “I” INDUSTRIAL**

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, Highland Community Unit School District #5 (hereinafter “Owner”), owns the fee simple interest in 1208 Old Trenton Road, Highland, Illinois 62249 (hereinafter “Land”); and

WHEREAS, Fastenal Company (hereinafter “Fastenal”) currently leases the Land from Owner; and

WHEREAS, Fastenal, pursuant to §90-83 of the *Code of Ordinances, City of Highland*, has submitted an application requesting a real estate zoning map amendment to the City of Highland Official Zoning Map, concerning the Land (*See Combined Planning and Zoning Board Staff Report and Zoning Map Amendment Rezoning Application attached hereto as Exhibit A*); and

WHEREAS, Fastenal’s application requests that the Land be rezoned from “R-1-B” Single Family Residential District to “I” Industrial, and that the City of Highland Official Zoning Map be amended to indicate that change in zoning classification; and

WHEREAS, the Combined Planning and Zoning Board (“CPZB”) of City held a properly noticed public hearing on April 1, 2020, and has submitted its advisory report, attached hereto as **Exhibit B**; and

WHEREAS, the CPZB’s advisory report advises the City Council to approve Fastenal’s rezoning request for the Land (*see Exhibit B*); and

WHEREAS, City has determined it should approve the Land being rezoned from “R-1-B” Single Family Residential District to “I” Industrial; and

WHEREAS, the City Manager and/or Mayor is authorized and directed to sign any documents required to rezone the Land from “R-1-B” Single Family Residential District to “I” Industrial; and

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. Pursuant to §90-82 of the Zoning Code of the *Code of Ordinances, City of Highland*, the Land shall be rezoned from “R-1-B” Single Family Residential District to “I” Industrial.

Section 3. The City of Highland Official Zoning Map is hereby amended to indicate that change in zoning classification – from “R-1-B” Single Family Residential District to “I” Industrial – with respect to the Land in question.

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

Passed by the City Council of the City of Highland and deposited and filed in the Office of the City Clerk, on the _____ day of _____, 2020, the vote being taken by ayes and noes entered on the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

Combined Planning and Zoning Board Staff Report

Agenda Item: New Business, City of Highland

Meeting Date: April 1, 2020

From: Breann Speraneo, Director of Community Development

Location: 1208 Old Trenton Road

Zoning Request: Zoning Map Amendment

Description: Request to rezone from “R-1-B” Single Family Residential to Industrial

Proposal Summary

The applicant is Fastenal (2001 Theurer Blvd, Winona, MN). The owner is the Highland Community Unit School District #5 (400 Broadway, Highland, IL). The subject property is located at 1208 Old Trenton Road (PIN# 01-1-24-05-09-102-018). This property is currently zoned “R-1-B” Single Family Residential. The applicant’s request is to rezone the subject property as Industrial.

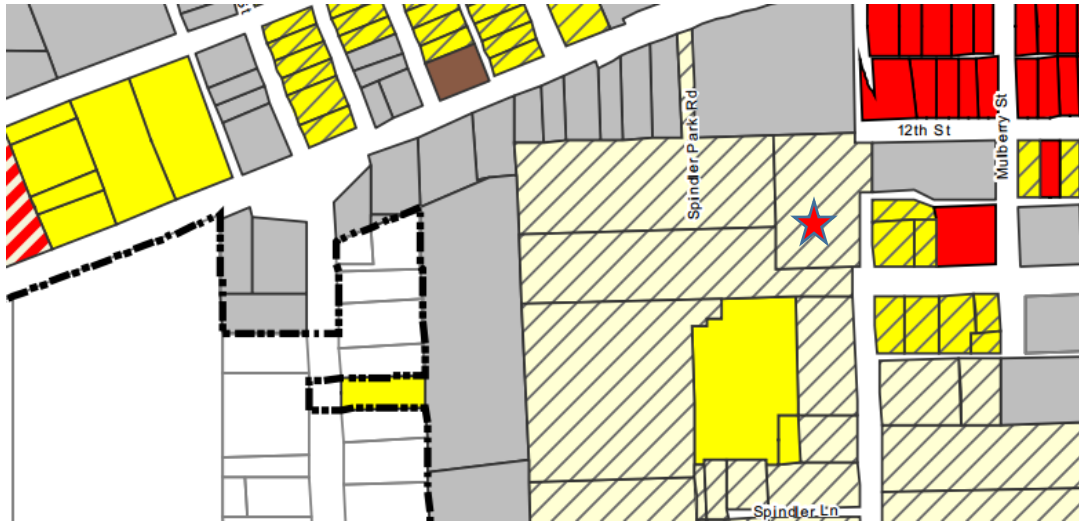
Aerial View





City of Highland Building and Zoning

Zoning Map



Legend

- Corporate Boundary
- 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

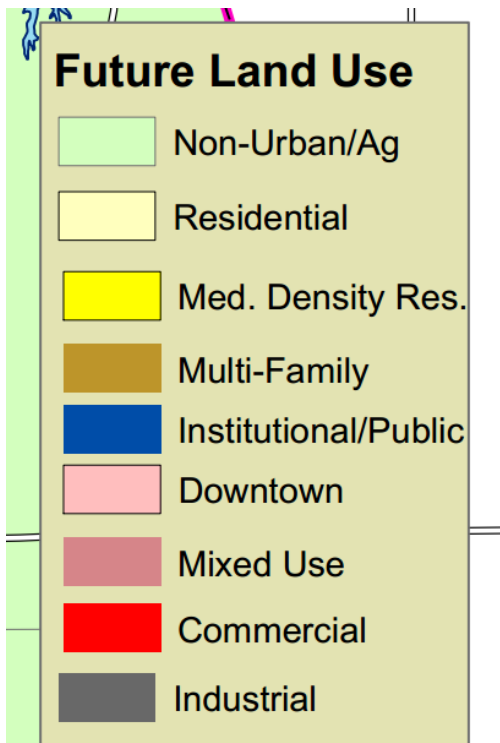
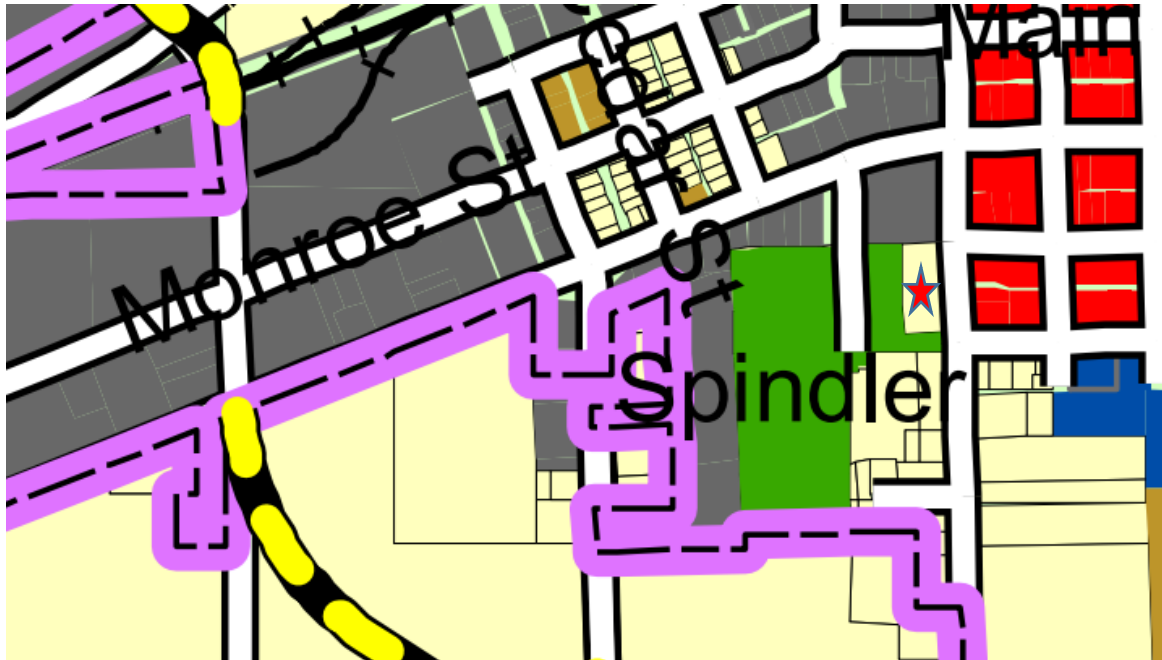
Comprehensive Plan Consideration

The Comprehensive Plan and Future Land Use Map are considered policy guides to current and future development. While they do not have the force of an ordinance, it is generally recommended that municipalities adhere to the findings, policies, principals, and recommendations in these documents. Changes and deviations are permissible, but they should be reasonably justified.

The subject property is denoted as “Residential” on the Comprehensive Plan’s Future Land Use Map. This parcel has not traditionally been used for residential uses.



Future Land Use Map





City of Highland
Building and Zoning

Standards of Review for Zoning Map Amendments and Findings of Fact

Below are the nine (9) consideration items listed in Section 90-88 of the Zoning Code which the Combined Planning and Zoning Board shall take into account while reviewing a zoning map amendment request.

1. Existing use and zoning of the property in question.
 The property is currently zoned R-1-B and is currently used by both the school district and Fastenal for warehouse/storage facilities.
2. Existing use and zoning of other lots in the vicinity of the property in question.

Direction	Land Use	Zoning
North	School District Facilities	Industrial
South	Spindler Park	R-1-B
East	School District Facilities & Single-Family Residences	Industrial & R-1-D
West	Spindler Park	R-1-B

3. The extent to which the zoning map amendment may detrimentally affect nearby properties.
 Nearby will not be negatively affected. The areas to the north and east are zoned Industrial.
4. Suitability of the property in question for uses already permitted under existing requirements.
 This property will not be used for residential purposes in the foreseeable future. Therefore, R-1-B is not the most suitable zoning for this property.
5. Suitability of the property in question for the proposed uses.
 The property is suitable for industrial uses, including the sale of construction and safety supplies.
6. The type, density and character of development in the vicinity of the property in question, including changes, if any, which may have occurred since the property was initially zoned or last rezoned.
 The proposed zoning goes with the character of the area. This area has a mixture of zoning districts, including Industrial.
7. The effect the proposed map amendment would have on the implementation of the City's Comprehensive Plan.
 The proposed map amendment is not consistent with the Future Land Use Map. This is addressed in "staff discussion."
8. The effect the proposed map amendment would have on public utilities, other needed public services and traffic circulation on nearby streets.
 Development of the property for residential uses would not affect public utilities, services, or traffic flow.

9. Whether the map amendment will promote the health, safety, quality of life, comfort and general welfare of the city.

The map amendment will promote the health, safety, quality of life, comfort and general welfare of the city.

Staff Discussion

The proposed map amendment is not consistent with the Future Land Use Map, which shows this parcel as Residential. While this is generally a concern, in this case staff believes an amendment to the Future Land Use Map may be warranted to show this parcel as Industrial. This property is best suited for industrial uses and will not be used for residential purposes in the foreseeable future.

Staff supports the rezoning of this property from R-1-B to Industrial, as Industrial is most appropriate for current and future uses.

Site Photos





City of Highland
Building and Zoning



RECEIVED
2-12-20

EXHIBIT "A"

Zoning Map Amendment Rezoning Application

Return Form to:

Administrative Official
City of Highland
2610 Plaza Drive
Highland, IL 62249
(618) 654-7115
(618) 654-1901 (fax)

For Office Use Only

Date Submitted: 2-12-20
Filing Fees: \$200
Date Paid: 2-24-2020
Date Advertised: 3/11/20 + 3/12/20
Date Notices Sent: _____
Public Hearing Date: 4-1-20
Zoning File #: _____

APPLICANT INFORMATION:

Applicant: Fastenal Company Phone: 507-453-8293
Address: 2001 Theurer Blvd Winona, MN Zip: 55987
Email Address: tax@fastenal.com
Owner: Fastenal Company (See attached for officers) Phone: 5074545374
Address: 2001 Thuerer Blvd Winona, MN Zip: 55987
Email Address: tax@fastenal.com

PROPERTY INFORMATION:

Street Address or Parcel ID of Property: 1208 Old Trenton Rd

Property is Located In (Legal Description): Please see attached warranty deed

Present Zoning: P-1-B Requested Zoning: Industrial Acreage: 1.45

Present Use of Property: storage

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	<u>School District facilities</u>	<u>Industrial</u>
South	<u>Spindler Park</u>	<u>P-1-B</u>
East	<u>School District facilities + SF residences</u>	<u>Industrial + P-1-D</u>
West	<u>Spindler Park</u>	<u>P-1-B</u>

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would the proposed change create a small, isolated district unrelated to surrounding districts? Yes _____ No If yes, explain: _____

2. Are there substantial reasons why the property cannot be used in accordance with existing zoning? Yes No _____ If yes, explain: _____

The sale of construction & safety supplies is not allowed in the M-1-B district.

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Is the proposed change consistent with the goals, objectives and policies set forth in the Comprehensive Plan? Yes No _____

2. Is the proposed change consistent with the Future Land Use Map? Yes _____ No

UNIQUE CHARACTERISTICS OF PROPERTY AND ADDITIONAL COMMENTS:

The Future Land Use Map shows this parcel as residential. However, the parcel has not been used as residential in the past.

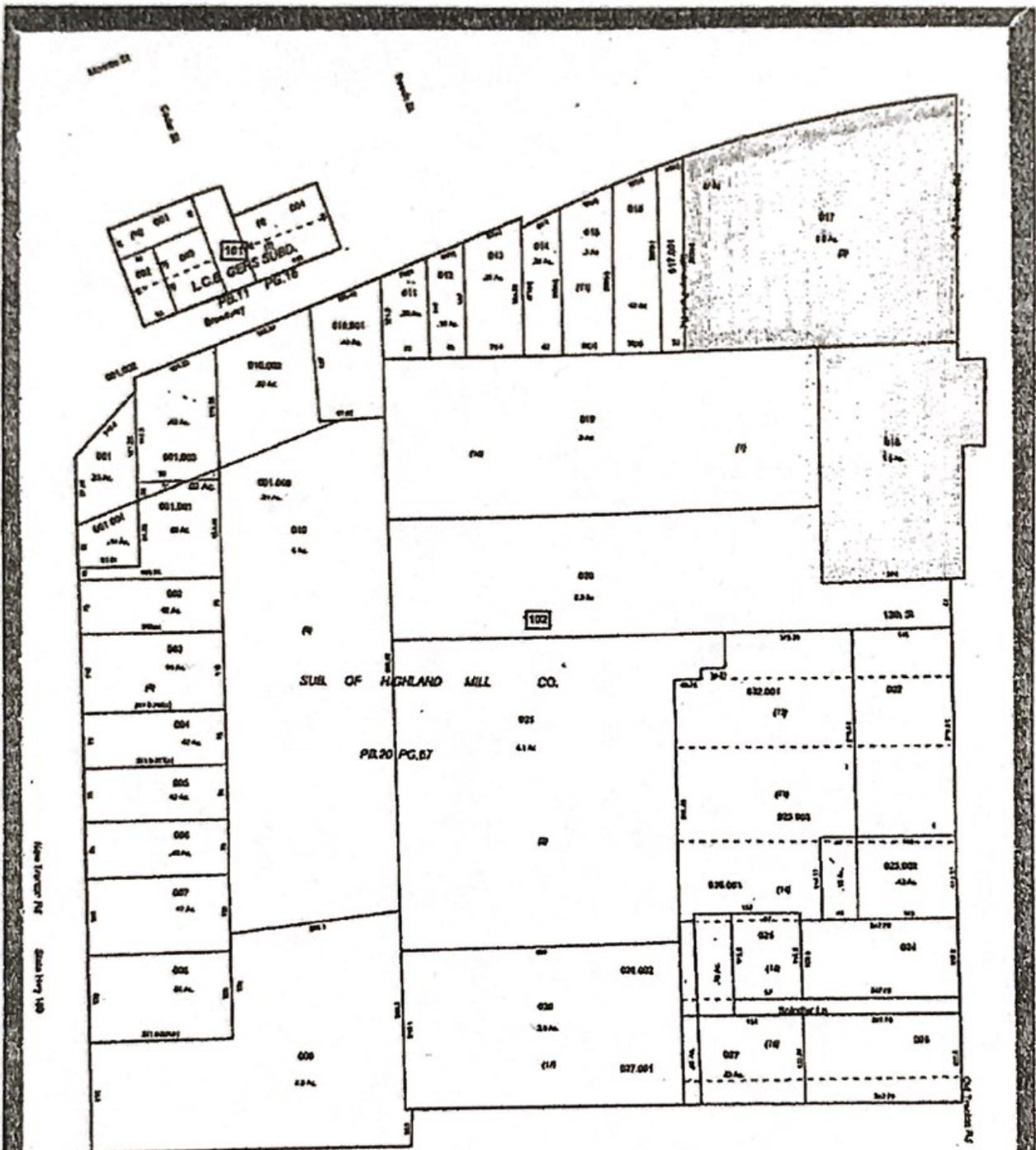
THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description AND warranty deed of the property proposed to be rezoned. If the applicant is not the property owner, a notarized letter from the property owner granting the applicant permission to apply for the request will be required.
2. A current plat, site plan, survey, or other professional illustration.
3. One copy of a narrative statement describing the impact of the proposed change, including the purpose of the request, the desired land use, any traffic conditions that may result, how the proposed change may affect the character of the surrounding properties, and how the proposed change will benefit the City of Highland.
4. If the proposed zoning is a Planned Use or requires a special use permit, the rezoning application shall be accompanied by a use permit application defining the specifically requested use or list of uses.
5. Application fee.
6. A stamped copy from the Madison County Maps and Plats Department identifying all property owners within 250 feet of the subject property (see Exhibit "B").
7. Any other information required by planning staff (i.e. landscaping plan, elevation plan, exterior lighting plan, etc).

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

Matthew J. Butcher
Applicant's Signature

1/31/20
Date



24-05-00

HELVETIA TOWNSHIP

MADISON COUNTY, ILLINOIS

REAL PROPERTY MAP
 PREPARED BY
CHIEF COUNTY ASSESSMENT OFFICE
 Maps and Plans Department
 157 N Main Street, Suite 220
 Edwardsville, IL 62025 P.O. (618)992-6270

<#> Only Subdivision Block No.
 [Solid Box] Blocks
 [Dashed Box] Parcels
 [Dotted Box] Lots

We do not warrant the accurateness of the
 these maps are for taxing purposes only and
 no reliance or responsibility in whole or in part
 the express written consent of the Chief County
 Office of Madison County, Illinois.

INDEX TO
 ADJOINING

001	002	003
004	005	006
007	008	009

Map Updated: 8 Mar 2002

SW1/4, NW1/4
 TOWNSHIP 24, R. 4A

FASTENAL®

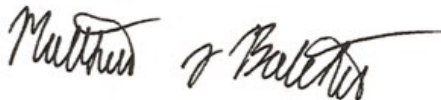
2001 Theurer Boulevard
Winona, MN 55987
507-453-8293
Tax@fastenal.com

To Whom it May Concern,

We are requesting to rezone the property of 1208 Old Trenton Road to make it adequate for our course of business. The property is currently being used for the purpose of storage while we intend to use the building for wholesale and resale of construction and safety supplies. Our business consists of 90% wholesale and 10% resale.

We are requesting the rezoning because the property is currently not zoned appropriately for our type of business. We do not foresee our business bringing any more unnecessary traffic or flow of people that is already not experienced in the area.

Best,



Matt Batcher
Tax Support
Fastenal Company
507-453-8293
Tax@fastenal.com



City of Highland
Building and Zoning

Exhibit "C"
Determination of Rezoning Request

Date Submitted: 2-12-20
Filing Fees: \$200
Date Paid: 2-12-20
Date Advertised: 3-11-20 & 3-12-20
Date of Sent Notice: 3-11-20
Public Hearing Date: 4-1-20

On April 1, 2020, the City of Highland Combined Planning and Zoning Board at its regular meeting approved/denied a request for rezoning for the following:

Fastenal (2001 Theurer Blvd, Winona, MN), on behalf of Highland Community Unit School District #5 (400 Broadway), is requesting 1208 Old Trenton Road to be rezoned from R-1-B to Industrial.

The City Council will consider the recommendation of the Combined Planning and Zoning Board at the April 6, 2020 meeting of the City Council.

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

Conditions (if any): NONE

Bruce / LA
Chairperson of the Combined Planning and Zoning Board

APRIL 1, 2020
Date

RESOLUTION NO. _____

**A RESOLUTION MAKING SEPARATE STATEMENT OF FINDINGS OF FACT
IN CONNECTION WITH ORDINANCE GRANTING SPECIAL USE PERMIT
FOR A BREWERY TO OPERATE WITHIN THE C-2 ZONING DISTRICT**

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

WHEREAS, Section 90-81 of the *Code of Ordinances, City of Highland*, provides that the City Council “may grant a special use permit by ordinance,” but requires that “In a separate statement accompanying any such ordinance, the Council shall state findings of fact, and indicate reasons for approving . . . the request for a special use permit;” and

WHEREAS, TJO Holdings LLC, 875 Albert Ave., St. Louis, Missouri, is requesting a Special Use Permit to allow for a Brewery to operate within the C-2 zoning district at 907 Main Street, Highland, Illinois (PIN #01-2-24-05-07-201-018), in accord with the *Code of Ordinances, City of Highland*; and

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

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

WHEREAS, a copy 907 Main Street Supplemental Information is attached hereto as **Exhibit C** and incorporated by reference as though fully set forth herein; and

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

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

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

Section 1. The City Council makes the following findings of fact concerning the *procedures* followed to present the Petition for a Special Use Permit (**Exhibit A**), the CPZB Staff Report (**Exhibit B**), and 907 Main Street Supplemental Information (**Exhibit C**) for approval:

(a) The Administrator to whom the Petition for a Special Use Permit was submitted referred the matter to the Combined Planning and Zoning Board.

(b) The Combined Planning and Zoning Board met in regular session on April 1, 2020, at 7:00 p.m. in the City Hall, 1115 Broadway, Highland, Illinois, to consider and act upon the Petition for a Special Use Permit.

(c) Public notice of the hearing to be held at the Combined Planning and Zoning Board meeting was published pursuant to Illinois state law, and the applicant was notified of the hearing to be held at the meeting by first class mail, with postage thereon fully prepaid.

(d) At the hearing, the Combined Planning and Zoning Board took and heard evidence and the Combined Planning and Zoning Board prepared and submitted its advisory report to the City Council recommending approval of the Petition for a Special Use Permit (**Exhibit D**).

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

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

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

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

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

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

(e) The location – where the Special Use will be made pursuant to the Special Use Permit – is zoned “C2”

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

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

Section 4. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the _____ day of _____, 2020, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



City of Highland

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT BUILDING AND ZONING DIVISION

SPECIAL USE PERMIT APPLICATION

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

1. Pre-Application Conference: A pre-application conference shall be required prior to submission of any application for Special Use Permit pursuant to Section 90.057.
2. Application & Fee: A proposal for a zoning district amendment shall be filed with the Administrative Official on forms provided herein along with a \$200.00 review and processing fee as required pursuant to Section 90.067 of the City's Zoning Code. Additionally, any proposal to construct a non-residential structure greater than 2,500 square feet shall comply with the Site Plan Review Procedures contained in Article 13 herein. An application shall not be scheduled for public hearing until the application form has been fully completed, the filing fee paid, and all required information submitted.
3. Public Notice - City: The Office of the Administrative Official shall be responsible for having an official notice of the public hearing published in a newspaper of general circulation at least fifteen (15) days prior to the hearing. The notice shall fix the time and place of the hearing and shall describe generally the change requested.
4. Notice to Neighbors - City: It shall be the City's responsibility to submit a notice of intent to surrounding property owners by regular mail **no less than 15 days prior to the scheduled meeting date**. The notice shall contain the time and place of the public hearing and a statement regarding the purpose of the hearing, including, but not limited to, the location of the subject property(s) being considered for rezoning, the existing and proposed zoning classifications and proposed uses for the site. (Notice must entail a minimum of 250 feet from the applicant's property lines). It shall be the applicant's responsibility to provide Summary of Property Owner's within 250 feet of the subject property (see Exhibit "B").
5. Public Hearing: The Combined Planning and Zoning Board shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. At the hearing any interested party may appear and testify, either in person or by duly authorized agent or attorney. The public hearings are held in City Hall located at 1115 Broadway, Highland, IL in the Council Chambers.
6. Combined Planning and Zoning Board Recommendation: The Administrator shall prepare an advisory report on every request for a special use permit and present said report to the Combined Planning and Zoning Board at the next regular Combined Planning and Zoning Board meeting. The Combined Planning and Zoning Board shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. In order to recommend approval or disapproval of a proposed special use permit, the Combined Planning and Zoning Board shall consider the following matters:
 - a. Whether the proposed amendment or special use is consistent with the City's comprehensive plan;
 - b. The effect the proposed amendment or special use would have on public utilities and on traffic circulation;

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

EXHIBIT "A"
Special Use Permit Application

Return Form To:

Administrative Official
City of Highland
2610 Plaza Drive
Highland, IL 62249
(618) 654-7115
(618) 654-1901 (fax)

For Office Use Only

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

APPLICANT INFORMATION:

Applicant: TJO Holdings LLC Phone: 314-540-5258
Address: 875 Albert Ave Zip: 63122
Email Address: Jeff@tjoholdings.com
Owner: Jeffrey Wynne Phone: 314-540-5258
Address: 875 Albert Ave Zip: 63122
Email Address: jeff@tjoholdings.com

PROPERTY INFORMATION:

Street Address of Parcel ID of Property: 907 MAIN ST HIGHLAND, IL 62249
Property is Located In (Legal Description): ORIGINAL TOWN LOT PT 10 11 32 X 140

Present Zoning Classification: 0330 - Improved - Commercial Acreage: 0.000
Present Use of Property: Vacant

Proposed Land Use: Restaurant & brewery

Description of proposed use and reasons for seeking a special use permit:
This proposal seeks permission to build a Schlafly Brewpub in downtown Highland.
Creation of the first Schlafly brewpub outside of Missouri. Project will include:
Schlafly Restaurant 2. On-site Brewery Capabilities 3. 3000 total feet of restaurant and brew space

SURROUNDING LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	<u>Single Family</u>	<u>0431 - Single Family - Residential</u>
South	<u>Park</u>	<u>0195 - Park</u>
East	<u>Vacant Lot</u>	<u>0320 - Vacant - Commercial</u>
West	<u>Dance Studia</u>	<u>0330 - Improved - Commercial</u>

Should this special use be valid only for a specific time period? Yes X No _____

If Yes, what length of time? Perpetual

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

THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description AND warranty deed of the property. If the applicant is not the property owner, a notarized letter from the property owner granting the applicant permission to apply for the request will be required.
2. A current plat, site plan, survey, or other professional illustration.
3. One copy of a narrative statement describing the impact of the proposed change, including the purpose of the request, the desired land use, any traffic conditions that may result, how the proposed change may affect the character of the surrounding properties, and how the proposed change will benefit the City of Highland.
4. Application fee.
5. A stamped copy from the Madison County Maps and Plats Department identifying all property owners within 250 feet of the subject property (see Exhibit "B").
6. Any other information required by planning staff (i.e. landscaping plan, elevation plan, exterior lighting plan, etc).

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

Jeffrey Wynne
Applicant's Signature

March 5th, 2020
Date

EXHIBIT "B"

SUMMARY OF PROPERTY OWNERS

All applicants shall attach a **stamped copy** of the computer listing of the most recent tax records available from Madison County Maps & Plats Department for the subject property and Names and Addresses of all property owners within 250 feet of subject property boundaries, **excluding adjacent right-of-ways**. Please be advised that the Maps and Plats Department has a processing fee of \$10 plus \$0.25 per parcel report.

The Madison County Maps and Plats Department may be reached at 157 North Main Street, Suite 229, Edwardsville, IL or (618) 692-7040 EXT 4586.

Subject Property Address: 907 Main Street

Parcel ID Number: 01-2-24-05-07-201-018

Property Owner Name: TJO Holdings LLC



City of Highland Building and Zoning

Meeting Date: March 10, 2020

From: Breann Speraneo, Director of Community Development

Location: 907 Main Street

Zoning Request: Special Use Permit

Description: SUP to allow for a brewery within the C-2 zoning district

Proposal Summary

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

- TJO Holdings LLC (875 Albert Ave, St. Louis, MO) on behalf of Jeffrey Wynne (875 Albert Ave, St. Louis, MO) is requesting a special use permit to allow for a brewery at 907 Main Street. (PIN# 01-2-24-05-07-201-018)

The zoning matrix identifies “Bar/Tavern” as a Special Use within the C-2 central business district. The proposed business plan falls under this classification.

Comprehensive Plan Consideration

The subject property is denoted as downtown on the Comprehensive Plan’s Future Land Use Map. The proposed use is consistent with the Comprehensive Plan and Future Land Use Map

Surrounding Uses

Direction	Land Use	Zoning
North	Single-Family Residences	C-2
South	Plaza Square	C-2
East	Vacant Lot	C-2
West	Dance Studio	C-2

Standards of Review for Special Use Permits

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



City of Highland Building and Zoning

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

The proposed Special Use is consistent with the Comprehensive Plan.

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

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

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

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

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

The proposed Special Use will not have a detrimental impact on the value of neighboring property or on the City's overall tax base.

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

The proposed Special Use will utilize public utilities.

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

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

Staff Discussion

The proposed Special Use is consistent with the Comprehensive Plan and will not negatively affect the surround properties. This business plan promotes community development and will be an ideal utilization of the property.



City of Highland
Building and Zoning

Aerial Photograph



Site Photos





City of Highland

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT BUILDING AND ZONING DIVISION

SPECIAL USE PERMIT APPLICATION

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(618) 654-1901 (fax)

For Office Use Only

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

APPLICANT INFORMATION:

Applicant: _____ Phone: _____
Address: _____ Zip: _____
Email Address: _____
Owner: _____ Phone: _____
Address: _____ Zip: _____
Email Address: _____

PROPERTY INFORMATION:

Street Address of Parcel ID of Property: _____

Property is Located In (Legal Description): _____

Present Zoning Classification: _____ Acreage: _____

Present Use of Property: _____

Proposed Land Use: _____

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

SURROUNDING LAND USE AND ZONING:

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

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

If Yes, what length of time? _____

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

THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:

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2. A current plat, site plan, survey, or other professional illustration.
3. One copy of a narrative statement describing the impact of the proposed change, including the purpose of the request, the desired land use, any traffic conditions that may result, how the proposed change may affect the character of the surrounding properties, and how the proposed change will benefit the City of Highland.
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6. Any other information required by planning staff (i.e. landscaping plan, elevation plan, exterior lighting plan, etc).

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

Jeffrey Wynne
Applicant's Signature

Date

EXHIBIT "B"

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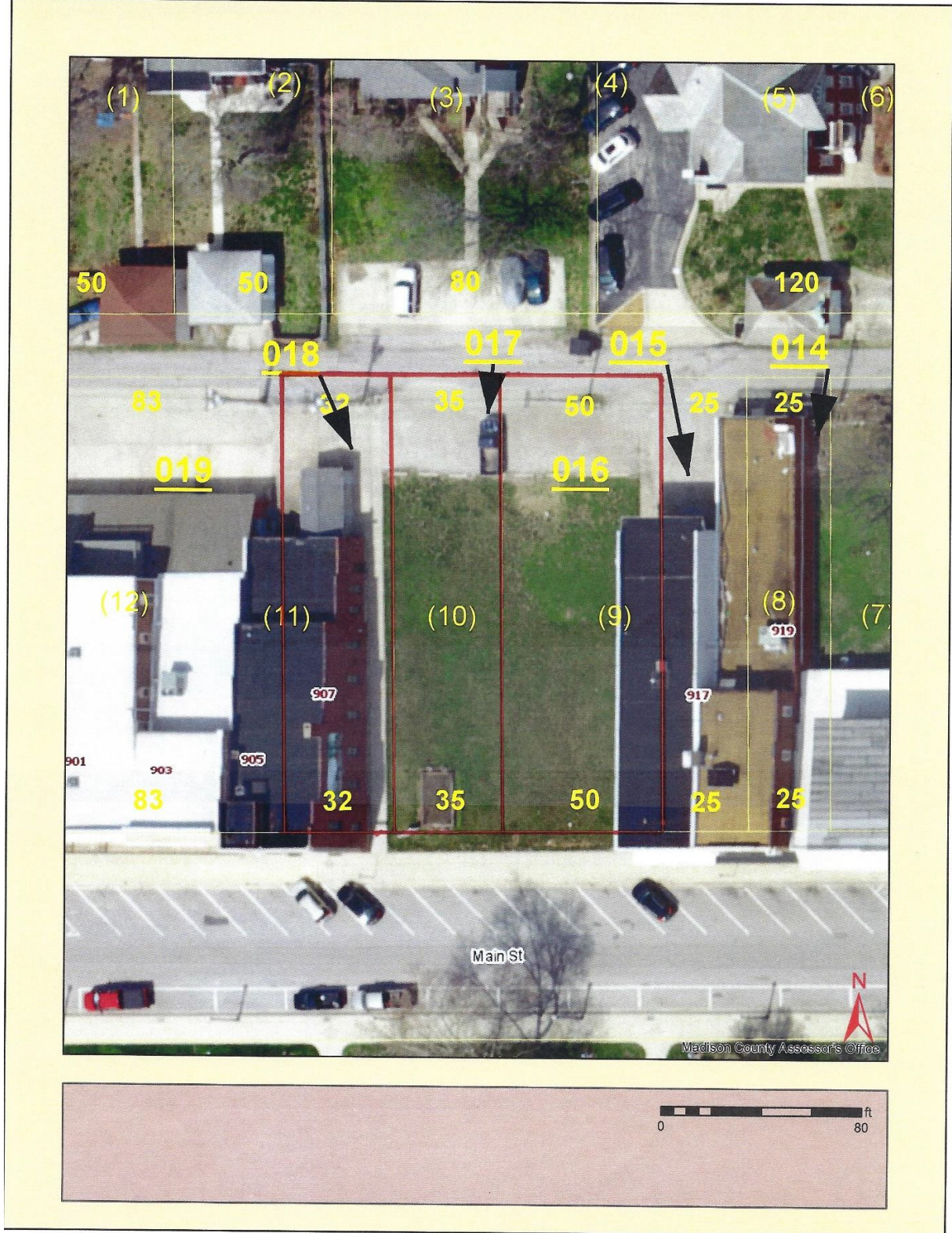
The Madison County Maps and Plats Department may be reached at 157 North Main Street, Suite 229, Edwardsville, IL or (618) 692-7040 EXT 4586.

Subject Property Address: _____

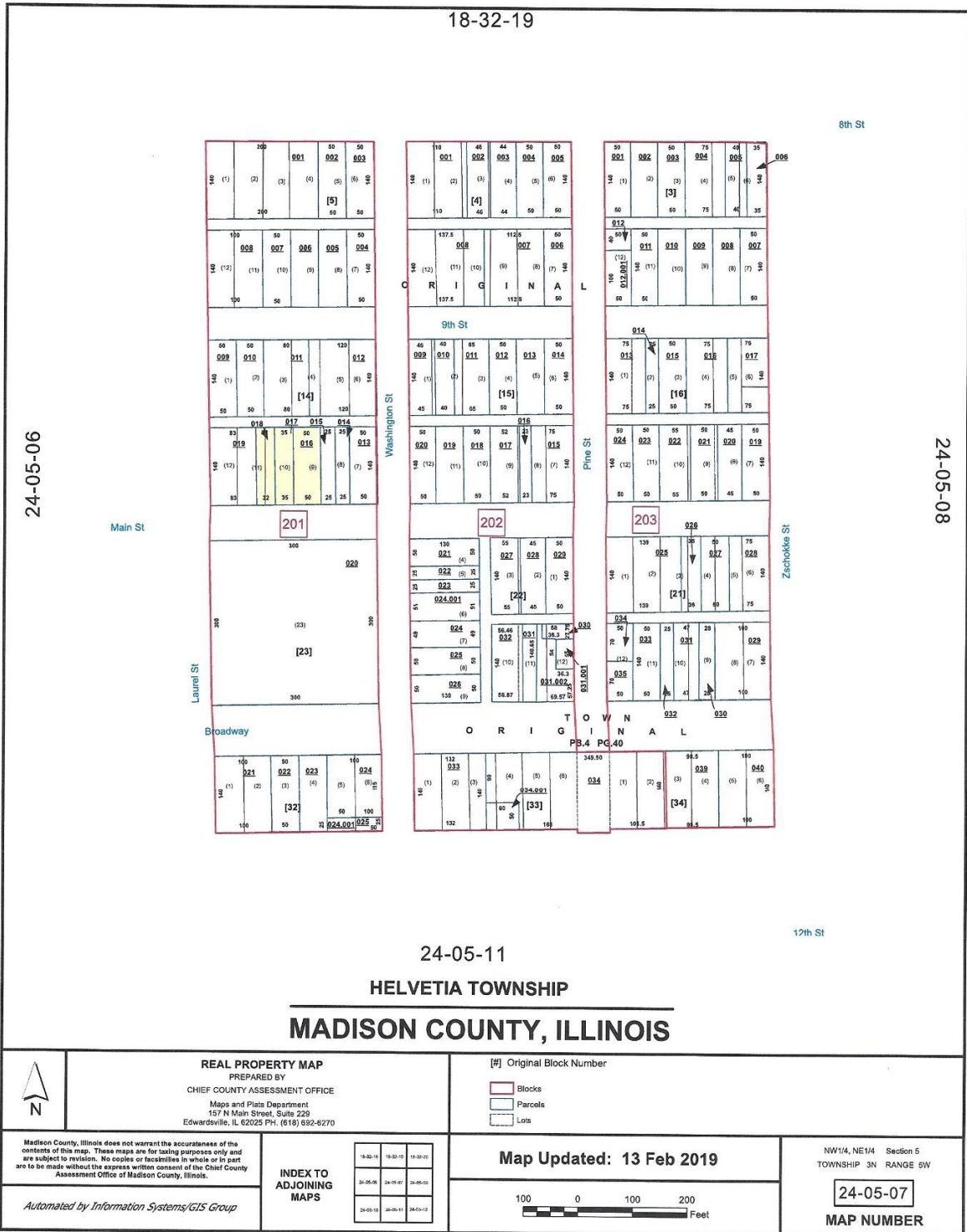
Parcel ID Number: _____

Property Owner Name: _____

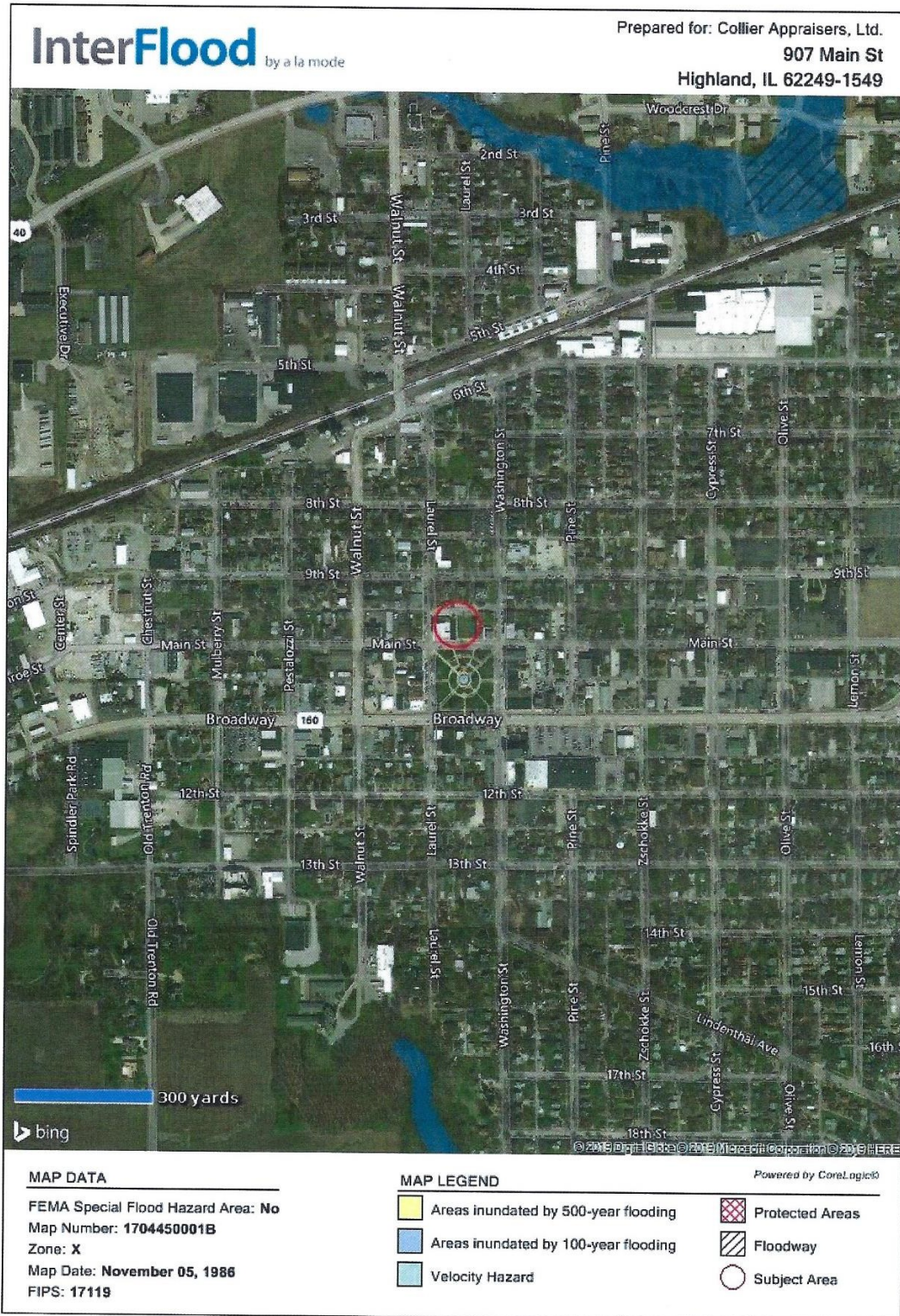
SITE PLAT



SITE PLAT



FLOOD MAP



ASSESSED VALUATION AND TAXES

According to the Madison County Assessor's Office, the current tax figures are as follows:

Assessments & Taxes								
	<u>2018 Assessed Value</u>			<u>2018 Indicated Market Value</u>			<u>2018 Tax Rate</u>	<u>2018 Taxes Payable 2019</u>
<u>Tax ID #</u>	<u>Land</u>	<u>Building</u>	<u>Total</u>	<u>Land</u>	<u>Building</u>	<u>Total</u>		
01-2-24-05-07-201-016	\$8,930	-0-	\$8,930	\$26,790	-0-	\$26,790	8.5216%	\$761.00
01-2-24-05-07-201-017	6,240	-0-	6,240	18,720	-0-	18,720	8.5216%	531.76
01-2-24-05-07-201-018	5,400	290	5,690	16,200	870	17,070	8.5216%	484.88
Total of All Parcels			\$20,860			\$62,580		\$1,777.64

ZONING

According to the City of Highland Zoning Map, the subject is zoned C-2, Central Business.

Copies of the zoning map and zoning regulations are furnished in the addendum of this report.

DESCRIPTION OF IMPROVEMENTS

The property is improved with a former bank building which is currently vacant. The building contains approximately 3,563 square feet which also includes two restrooms located at the rear of the main building. A further description in outline format follows.

Exterior	Description	Condition
Roof	Synthetic membrane	Good
Walls	Masonry, stone	Good
Foundation	Concrete	Good
Windows	Metal, wire mesh, fixed	Average
Canopies/Porches	None	N/A
Flatwork	Concrete	Average
Landscaping	Minimal	Average

Interior	Description	Condition
Walls	Plaster, masonry	Average
Ceiling	Plaster	Average
Floors	Terrazzo, carpet	Average
Lighting	Fluorescent, incandescent	Average
Electric	Average	Average
HVAC	Gas-fired, forced air furnace equipped with central air conditioning	Good
Plumbing	Standard, three restrooms	Fair to average
Doors	Commercial grade	Average

COMMENTS

The building features characteristics of good quality construction typical of older bank buildings. Currently, the office contains a vestibule, lobby, and offices on either side of the corridor which runs north and south through the building. There is a main vault at the north end of the building. There is one restroom inside the building and two restrooms at the rear of the building which are exterior and are utilized for public use. According to information furnished the appraiser, the City of Highland pays the owner \$250 per month for the use of these restrooms. There is an unfinished basement.

ATTACHED EQUIPMENT

No equipment is valued in this assignment.

DEFERRED MAINTENANCE

No major items of deferred maintenance appear evident. Overall condition is considered average.

PROPERTY IMPROVEMENTS

As part of a larger future improvement program, currently the proposed improvements as described to the appraiser will consist of demolishing interior walls and preparing the building for future commercial use. The proposed cost of these improvements is approximately \$35,600.

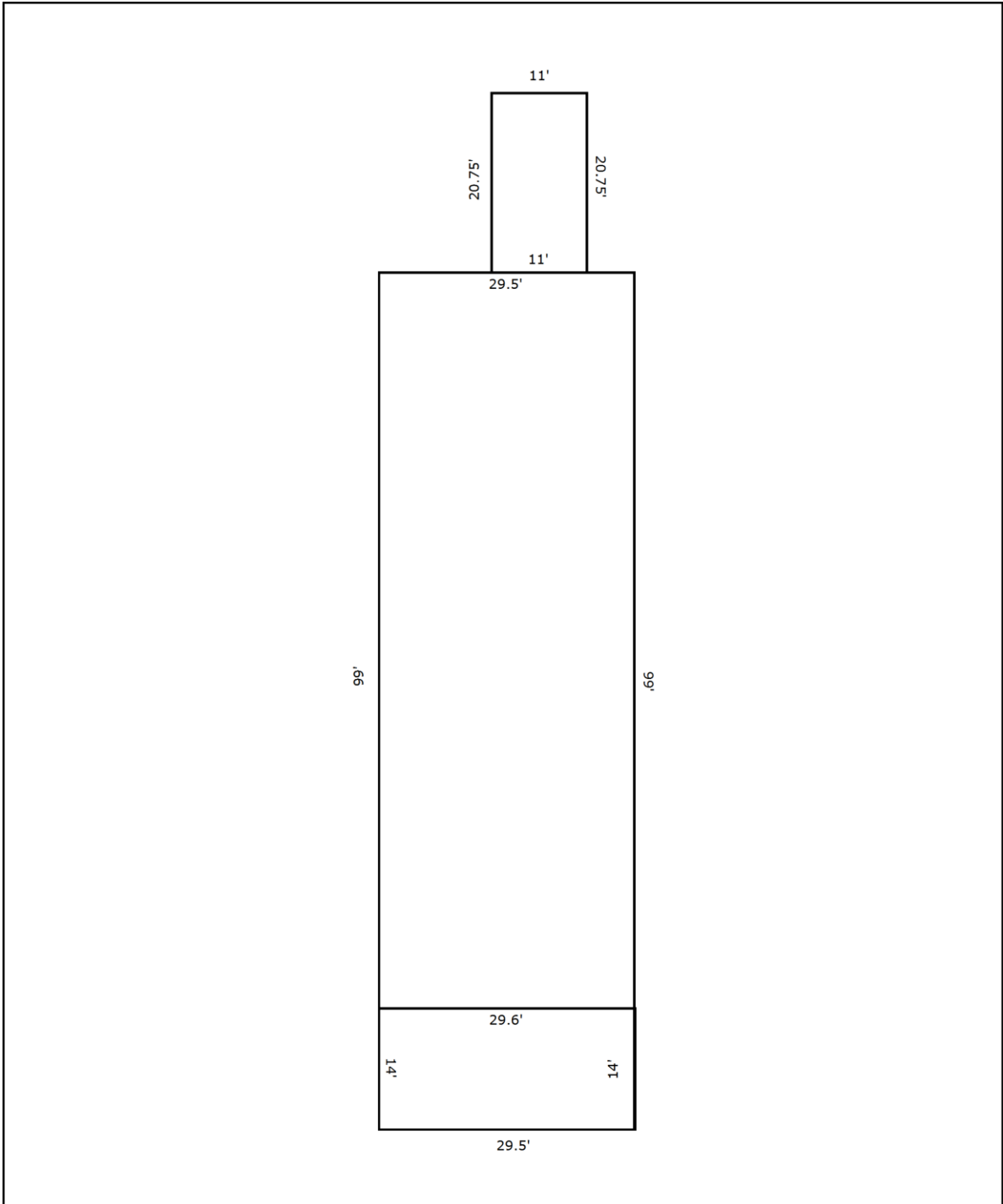
FUNCTIONAL UTILITY

Functional utility is rated as average.

OFF-STREET PARKING

Off-street parking is provided by a parking lot along the alley at the rear of the property.

APPROXIMATE BUILDING SKETCH



TOTAL Sketch by a la mode, inc.

Area Calculations Summary

Living Area		Calculation Details
First Floor	228.25 Sq ft	$11 \times 20.75 = 228.25$
First Floor	2920.5 Sq ft	$99 \times 29.5 = 2920.5$
Second Floor	414.4 Sq ft	$14 \times 29.6 = 414.4$
Total Living Area (Rounded):	3563 Sq ft	

TRAFFIC COUNT MAP

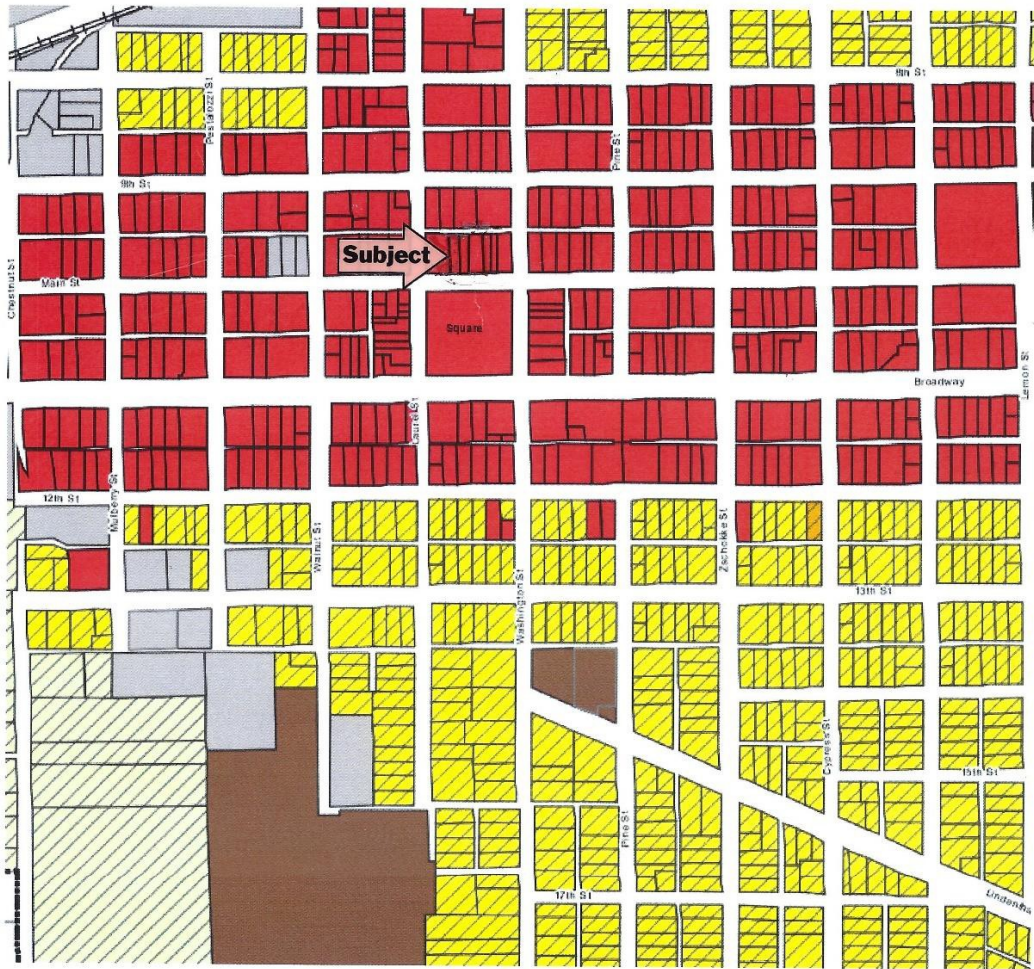


Illinois Department of Transportation 2300 S. Dirksen Parkway Springfield, IL 62764 - [Contact](#)
Disclaimer

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ZONING MAP



SCHLAFLY COMMUNITY BREWPUB

PROJECT: “BREWED IN HIGHLAND”

CITY OF HIGHLAND

BUSINESS DISTRICT INCENTIVE PROGRAM

February 2020



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Executive Summary

Highland sits in the heart of the Midwest, centrally located in southern Illinois and just east of the St. Louis metropolitan area. Within a 500-mile radius of ten major U.S. markets, you will have a hard time finding a location that is better connected than Highland. Meanwhile, Schlafly Brewery is the 2nd largest Missouri Brewery with a presence in 15 states. It's history anchoring communities and attracting investment can be seen in downtown Saint Louis and Maplewood Missouri.

Project *"Brewed in Highland"* stems from a desire from the people of Highland to complement a strong infrastructure with a regional entertainment destination. In concert, Schlafly Brewery desires its first brewpub outside of Missouri and a return to a historical family building. Both parties have an intense desire to complete a community-oriented project that fits with the shared culture of inclusion and success.

TJO Holdings LLC is the developer to bring together these community stalwarts. This proposal **builds a Schlafly Brewpub** and a **shared community outdoor space** in downtown Highland. The community space will be anchored by Schlafly, but open to various local businesses in support of festivals and community events. The project creates unique assets to spur continued investment in the downtown revitalization efforts of Highland. This project will create a regional draw, local destination and a point of civic pride. Project *"Brewed in Highland"* is a creative vision to transform a currently under-utilized space into a taxable catalyst for the city of Highland to continue its growth and prestige in the region.

This document aims to provide the City with a working set of strategies to realize project *"Brewed in Highland"*. It identifies a catalyst site to re-use, new construction required to create a shared space and co-investments needed to realize this vision.

Highland

Highland, Illinois is a dynamic rural town located about 30 miles east of St. Louis, MO. The City of Highland has a long history of being a progressive municipality, successfully blending industry within a small-town atmosphere. Highland has the unique strengths and assets that will help your business thrive — we have the resources that you demand and the opportunities available for your business to succeed. We have a supportive, business-friendly environment, open roadways/easy commutes, our own electrical distribution system with competitive electric rates, and a strong labor force. Other benefits include

A cost of living that is 8% lower than the U.S. average

Strong city owned fiber network

Several business incentives

Nearby Scott Air Force Base offering an array of quality employment and unique resources

Multiple recreational and cultural activities

Superior educational opportunities

New healthcare medical campus



Schlafly



Schlafly Beer has been the leading craft brewery in St Louis since 1991 through the creation of the Tap Room by introducing European beer and elevated cuisine. As importantly, Schlafly Beer has been transformational in bringing its civic craft brewery into long neglected neighborhoods.

Schlafly Beer welcomes opportunity to grow its brand in meaningful and transformational purpose by anchoring a community through the artistry of its beer, cuisine and unique festivals and events.

Highland Illinois has the foundation in its talented citizens, cultural legacy and keen stewardship to renew its town center with high quality brewery and cuisine.

Development

Saint Louis based **TJO Holdings** is a locally owned development firm that repositions businesses and real estate into thriving community assets. Using our extensive partner team, we can acquire, finance, construct and manage all under one canopy.



Jeff Wynne

Jeff takes a vision and makes it reality through sound strategy. Respected as a credible voice in decision making, finding strategic financing partners and establishing governance boundaries, Jeff consistently delivers real community value and return.

Tim is a passionate community developer responsible for transforming many emerging neighborhoods in Missouri & Illinois. His capability for managing all phases of real estate sets his endeavors above the rest. Assuring success for all his projects, Tim creates a customized development team for each opportunity. Tim has extensive experience navigating the political, legal and regulatory waters of development.



Tim O'Donnell

Project “Brewed in Highland”



The Schlafly Brewery will be a sustainable neighborhood draw based on the adaptive re-use of a historic building and vacant lot in the heart of downtown Highland. Local creative cooperation and the use of a local workforce will endear the community to the project.

The following objectives provide a general framework for a public redevelopment project and are intended to help best achieve Highland’s vision. Most importantly, the objectives will help the City and the neighborhood stakeholders consider the neighborhood as an integrated place, from economics to urban design, rather than a set of disassociated projects.

Development Objectives

- o1 Use community-based partnerships to diversify risk and incubate a Schlafly brewpub within both renovated and new structures in the district.
- o2 Create community gathering places to increase local population retention/attraction.
- o3 Develop branding to increase regional awareness and civic pride in Highland.
- o4 Apply a range of sustainability strategies for the long-term health of the neighborhood.

Community Investment Philosophy

There was a time when development was left to developers. The public sector, including local and state government, established the parameters within which development could take place through zoning ordinances, building codes, and comprehensive plans and then stepped out of the way in the hope that development would occur. However, many cities discovered that this passive role in the real estate development process did not always result in the amount and kind of investment the community had hoped for – particularly in strategic infill sites or revitalizing neighborhoods.

Development incentives ranging from grants to loans to tax abatements were created to encourage the investment of private capital into projects broadly defined as being in the public good. In addition, there are also certain projects that require active participation from the public and nonprofit sectors. TJO Holdings LLC understands the public trust required to embark upon this journey and looks forward to partnering with the community to realize this vision.

907-913 Main Street Recommendation

The 900 Block of main street is an area with a cohesive street character and is envisioned as the location for a new public destination. The developer owns the former bank building at 907 Main Street and the empty lot at 913 Main Street. The project would encompass not only the structure at 907 but the lot at 913. We will include a public right-of-way for continued access to the public bathrooms located in the rear of the 907-913 plats.

In the current economic climate, a monolithic redevelopment of 907 and 913 will have the greatest immediate impact on the overall community. The Highland economic incentive team should suggest that the City move forward with both the 907 and 913 projects to reshape perception of the area and inspire additional private investment.

907 Project (Brewpub)

(Financials Appendix A)

Creation of the first Schlafly brewpub outside of Missouri. Project will include

1. Schlafly Restaurant
2. On-site Brewery Capabilities
3. 3000 total feet of restaurant and brew space

Concept: Interior Building



Actual External View



913 Project (Community Brewpub)

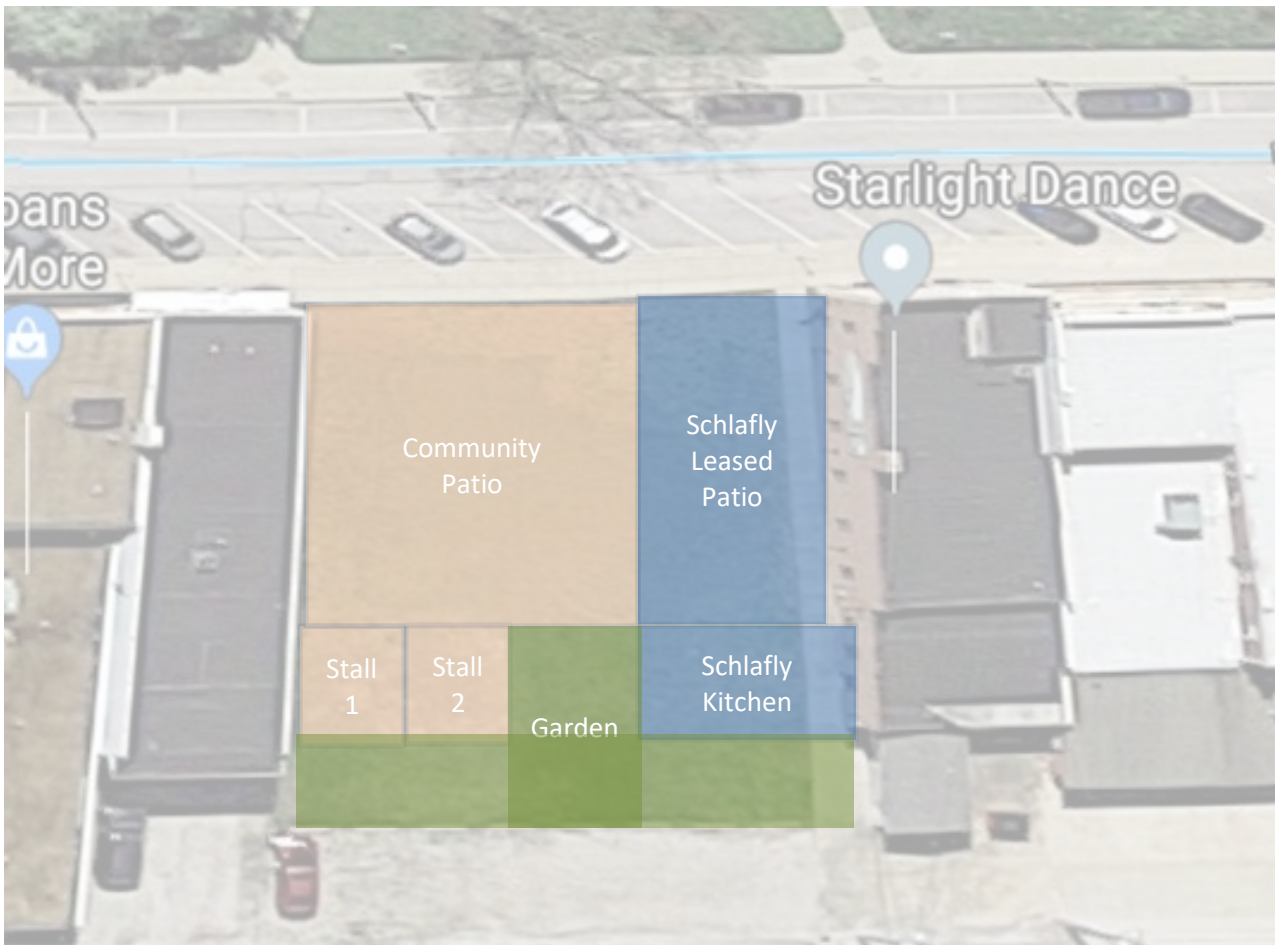
(Financials Appendix B)

Creation of a shared gathering space with world class food and Highland brewed drinks. Open air space will house the Schlafly kitchen that serves the restaurant and the open patio space. Project will include two open stalls for temporary vendors to serve festivals and events. The patio will feature open seating for the community. Additionally, we envision a community garden to provide green space and aesthetic appeal.

1. Build a full kitchen for the restaurant
2. Two (2) Pop-up vendor pavilions
3. Two (2) Food Truck Spots
4. Permanent seating for thirty (30) people
5. Variable seating space for one hundred (100) people
6. 7000 total feet

Outdoor Concept





Benefits

A summary of primary and collateral benefits of the development are listed below:

Public Benefit:

- *Regional draw, pulling regional spend in Highland*
- *Population retention, draw for millennials and new business*
- *New jobs (20+)*
- *Civic Pride, “Brewed in Highland”*
- *Increase property and sales tax revenues.*

Private Sector Benefit:

- *Increase land values, rents and real estate performance;*
- *Increase retail sales (through population growth/draw);*
- *Space for local vendors during festivals*
- *New jobs for local construction (prevailing wage)*
- *New permeant jobs in the community*

Needs Summary

REGULATORY ASSISTANCE	
Zoning: Approval for mixed use, brewery, restaurant	907
Liquor License: Assistance in securing neighborhood support	907 & 913
Abatement & CID: Lock in and hold property taxes for 10 Years	\$\$
Inspections: Fast track permitting and inspection process	\$\$
INDIRECT FINANCIAL SUPPORT	
WiFi: Public WiFi for 907 & 913 Projects	907 & 913
Parking: Ensure 30 dedicated parking spaces for the 901 and 913	907 & 913
Streets: Lighting and modernization signage to draw community	907 & 913
Infrastructure Work: Build out vacant lot site water, electrical and sewer infrastructure	913
Octoberfest: Development team have stake in selecting vendors to represent the concept TJO has some proven methods to draw in the community and highlight Highland	913
Grand Opening: City helps sponsor grand opening	907 & 913
Schott's Beer: Help/insight securing rights to Schott's and potentially the caves. We foresee future opportunities to build more draw for Highland!	907 & 913
DIRECT FINANCIAL SUMMARY	
TIF Financing: 10 Year TIF on sales tax revenues for both properties.	907 & 913
Financing: 10-year lease to the City of 913 Main (\$1). City build out to spec (developed by TJO). Lease back to Schlafly.	913
Financing: Favorable finance terms to build out the brewpub leveraging local banks	907

Next Steps & Timeline

Continue to develop site designs including more detailed pro-formas and architectural designs to meet where possible, the core design elements required by Schlafly and Highland.

Work concurrently with the City's Business District Incentive Program to develop a ledger of public benefits, including costs for additional construction of community centers. The project should develop an understanding of public and private sector responsibilities and highlight the specific incentives that will be modeled in the final development.

The costs of civic oriented uses and donated/leased space should be tested to be adequately offset by revenue sources, civic prestige such as additional housing units in order to ensure the project's overall feasibility.

We would like to see all concepts and commercial agreements wrapped up by **May 1st** with ground-breaking in **June of 2020** and completing by Spring of 2021.

Appendix A

907 Project (3000ft Build Costs)			
	Dollars	Per Ft Cost	% Cost
Total Project Cost (Est.)	\$ 1,100,000		
Architectual & Engineering	\$ 61,250		7.00%
Legal & Professional Fee	\$ 43,750		5.00%
Marketing	\$ 8,750		1.00%
Land Purchase	\$ -		
Building Purchase	\$ 100,000		
Demo	\$ 60,000	\$20	
Site Improvements	\$ -		
Rehab	\$ 600,000	\$200	
New Building Construction	\$ -		
Contingency	\$ 110,000		10.00%
Developers Fees	\$ 110,000		10.00%
Working Capital (Equity)	\$ 55,000		5.00%

907 Project (Current Information)			
Sales	\$		-
Sales Tax	\$		-
Jobs		0	
Property Tax	\$		492.15
Parcel ID		01-2-24-05-07-201-018	
Township		01-Helvetia	
Fair Market Value	\$		150,000
Taxable Value	\$		5,690
Combination Tax Rate		8.521600	
Total Tax	\$		492.15

907 Project (Estimates After Redevelopment)			
Square Footage of Project Area		3000	
Square Footage of Building		3000	
Estimated Market Value	\$		1,300,000
EAV After Redevelopment	\$		433,333
Est. Annual Gross Sales	\$		1,500,000
Est. Annual Taxable Sales for Sales Tax	\$		1,500,000
Est Number of Newly Created Jobs	20	4	16
Types of Jobs	Construction	Managerial	Hospitality
Estimated Annual Salary of New Jobs	\$ 50,000	\$ 60,000	\$ 40,000
Estiamted Number of Jobs Retained	0	4	16

Property Information

Parcel Number 01-2-24-05-07-201-018	Site Address 907 MAIN ST HIGHLAND, IL 62249	Owner Name & Address YENNE, THOMAS 26 SHILOH DR EDWARDSVILLE, IL, 62025
Tax Year 2018 (Payable 2019) ▼		
Sale Status None	Neighborhood Code CA02	Land Use 0330 - Improved - Commercial
Property Class 0060 - IMPROVED COMMERCIAL	Tax Code 002 - #5; HIGHLAND CITY	Tax Status Taxable
Net Taxable Value 5,690	Tax Rate 8.521600	Total Tax \$484.88
Township 01-HELVETIA	Acres 0.0000	Mailing Address
1977 Assessment 13,010	Lot Size	TIF Base Value 0
Legal Description ORIGINAL TOWN LOT PT 10 11 32 X 140		

Billing

Installment	Date Due	Tax Billed	Penalty Billed	Cost Billed	Drainage Billed	Total Billed	Amount Paid	Date Paid	Total Unpaid
1	07/10/2019	\$121.22	\$5.45	\$0.00	\$0.00	\$126.67	\$126.67	10/7/2019	\$0.00
2	09/10/2019	\$121.22	\$1.82	\$0.00	\$0.00	\$123.04	\$123.04	10/7/2019	\$0.00
3	10/10/2019	\$121.22	\$0.00	\$0.00	\$0.00	\$121.22	\$121.22	10/7/2019	\$0.00
4	12/10/2019	\$121.22	\$0.00	\$0.00	\$0.00	\$121.22	\$121.22	10/7/2019	\$0.00
Total		\$484.88	\$7.27	\$0.00	\$0.00	\$492.15	\$492.15		\$0.00

Appendix B

913 Project (7000ft Build Costs)			
	Dollars	Per Ft Cost	% Cost
Total Project Cost (Est.)	\$ 875,000		
Architectual & Engineering	\$ 61,250		7.00%
Legal & Professional Fee	\$ 43,750		5.00%
Marketing	\$ 8,750		1.00%
Land Purchase	\$ 15,000		
Building Purchase	\$ -		
Demo	\$ -	\$ -	
Site Improvements	\$ 350,000	\$ 50.00	
Rehab	\$ -	\$ -	
New Building Construction	\$ 200,000	\$ 200.00	
Contingency	\$ 110,000		10.00%
Developers Fees	\$ 110,000		10.00%
Working Capital (Equity)	\$ 55,000		5.00%
913 Project (Current Information)			
Sales	\$ -		
Sales Tax	\$ -		
Jobs		0	
Property Tax	\$ 761		
Parcel ID		01-2-24-05-07-201-016	
Township		01-Helvetia	
Fair Market Value	\$ 50,000		
Taxable Value	\$ 8,930		
Combination Tax Rate		8.521600	
Total Tax	\$ 761		
913 Project (Estimates After Redevelopment)			
Square Footage of Project Area		7000	
Square Footage of Building		1000	
Estimated Market Value	\$ 1,000,000		
EAV After Redevelopment	\$ 333,333		
Est. Annual Gross Sales	\$ 1,500,000		
Est. Annual Taxable Sales for Sales Tax	\$ 1,500,000		
Est Number of Newly Created Jobs	15	5	
Types of Jobs	Construction	Kitchen	Seasonal
Estimated Annual Salary of New Jobs	\$ 50,000	\$ 35,000	
Estiamted Number of Jobs Retained	0	5	

Property Information		
Parcel Number 01-2-24-05-07-201-016	Site Address 913 MAIN ST HIGHLAND, IL 62249	Owner Name & Address YENNE, THOMAS 26 SHILOH DR EDWARDSVILLE, IL, 62025
Tax Year 2018 (Payable 2019) ▼		
Sale Status None	Neighborhood Code CA02	Land Use 0320 - Vacant - Commercial
Property Class 0061 - COMMERCIAL VACANT LAND	Tax Code 002 - #5; HIGHLAND CITY	Tax Status Taxable
Net Taxable Value 8,930	Tax Rate 8.521600	Total Tax \$761.00
Township 01-HELVETIA	Acres 0.0000	Mailing Address
1977 Assessment 25,580	Lot Size	TIF Base Value 0
Legal Description ORIGINAL TOWN LOT 9 50 X 140		

Billing									
Installment	Date Due	Tax Billed	Penalty Billed	Cost Billed	Drainage Billed	Total Billed	Amount Paid	Date Paid	Total Unpaid
1	07/10/2019	\$190.25	\$8.56	\$0.00	\$0.00	\$198.81	\$198.81	10/7/2019	\$0.00
2	09/10/2019	\$190.25	\$2.85	\$0.00	\$0.00	\$193.10	\$193.10	10/7/2019	\$0.00
3	10/10/2019	\$190.25	\$0.00	\$0.00	\$0.00	\$190.25	\$190.25	10/7/2019	\$0.00
4	12/10/2019	\$190.25	\$0.00	\$0.00	\$0.00	\$190.25	\$190.25	10/7/2019	\$0.00
Total		\$761.00	\$11.41	\$0.00	\$0.00	\$772.41	\$772.41		\$0.00



City of Highland
Building and Zoning

Exhibit "C"
Determination of Special Use Permit

Date Submitted: 3-5-20
Filing Fees: waived
Date Paid: n/a
Date Advertised: 3-11-20 & 3-12-20
Date of Sent Notice: 3-11-20
Date of Public Hearing: 4-1-20

On April 1, 2020, the City of Highland Combined Planning and Zoning Board at its regular meeting **approved, approved with condition(s), denied** a Special Use Permit for the following:

TJO Holdings LLC (875 Albert Ave, St. Louis, MO) on behalf of Jeffrey Wynne (875 Albert Ave, St. Louis, MO) is requesting a special use permit to allow for a brewery at 907 Main Street.

The City Council will consider the recommendation of the Combined Planning and Zoning Board at the April 6, 2020 meeting of the City Council.

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

Conditions (if any): NONE

Chairperson of the Combined Planning and Zoning Board

APRIL 1, 2020

Date

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO
TJO HOLDINGS, LLC FOR A BREWERY WITHIN THE C-2 ZONING DISTRICT
AT 907 MAIN STREET, HIGHLAND, ILLINOIS, PIN # 01-2-24-05-07-201-018**

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

WHEREAS, the City Council has made the findings of fact, and the statement of its reasons for granting the Petition for Special Use Permit in question, in a separate resolution numbered as Resolution No. _____;

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

Section 1. TJO Holdings LLC, of 875 Albert Ave., St. Louis, Missouri, is hereby granted a Special Use Permit in a “C-2” zoning district for a brewery within the C-2 zoning district at 907 Main Street, Highland, Illinois (PIN #01-2-24-05-07-201-018), as defined in Chapter 90 of the *Code of Ordinances, City of Highland*,

Section 2. The Special Use Permit is granted.

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

Section 4. This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the City Council of the City of Highland, Illinois, and deposited and filed in the office of the City Clerk on the _____ day of _____, 2020, the roll call vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

ORDINANCE NO. _____

**AN ORDINANCE APPROVING AND AUTHORIZING THE CITY MANAGER
TO EXECUTE A DEVELOPMENT AGREEMENT FOR A
PROJECT IN BUSINESS DISTRICT NUMBER ONE
WITH TJO HOLDINGS, LLC, AND OTHER ACTIONS RELATED THERETO**

WHEREAS, the City of Highland, Madison County, Illinois (“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, pursuant to the Illinois Business District Development and Redevelopment Law (65 ILCS 5/11-74.3-1 through 11-74.3-7), as amended (“Business District Law”), City established Business District Number One (1) in City; and

WHEREAS, the entire area included within Business District Number One (1) in City shall be defined as “Business District Redevelopment Project Area;” and

WHEREAS, in furtherance of redevelopment of the Business District Redevelopment Project Area, TJO Holdings LLC (“Developer”), has presented to City a proposal for redevelopment of part of the Business District Redevelopment Project Area, specifically: 907 and 913 Main Street, Highland, Illinois 62249 (“Property”) (*see* Development Agreement attached hereto as **Exhibit A**); and

WHEREAS, within the Business District Redevelopment Project Area, Developer has proposed to purchase, remodel, and develop the Property, with approximate costs totaling:

1. City of Highland Fee Reimbursements: \$5,300.00
 - a. Water connection fee
 - b. Sewer connection fee

2. Total Project Costs: \$2,102,500.00
 - a. Architectural & Engineering Fees - \$122,500.00
 - b. Legal and Professional Fees - \$87,500.00
 - c. Marketing - \$17,500.00
 - d. Land Purchase / Building Purchase - \$115,000.00
 - e. Demolition Cost - \$60,000.00
 - f. Site Improvements - \$350,000.00
 - g. Rehab, Remodel of Existing Building - \$600,000.00
 - h. New Building Construction - \$200,000.00
 - i. Contingency - \$220,000.00
 - j. Developer’s Fees - \$220,000.00
 - k. Working Capital - \$110,000.00

(“Developer’s Project”); and

WHEREAS, The Property will be completely remodeled with 3,000 square feet dedicated to a restaurant and brewing space, and construction of an outdoor patio (*See Exhibit A*); and

WHEREAS, Developer desires to develop the 907 Main Street Property as follows:

1. First Schlafly brewpub outside the state of Missouri;
2. Schlafly restaurant;
3. On-site Brewery Capabilities;
4. 3000 total feet of restaurant and brew space;

(*See Exhibit A*) and

WHEREAS, Developer desires to develop the 913 Main Street Property as follows:

1. Build a full kitchen for the restaurant (“Schlafly Kitchen”)
2. Build an outdoor seating area (“Schlafly Leased Patio”), with Permanent seating for thirty (30) people and variable seating for one hundred (100) people;

(*See Exhibit A*) and

WHEREAS, Developer’s Project will enable Developer to create opportunities for additional employment within City; and

WHEREAS, Developer’s Project will require Developer to incur certain costs that will be eligible for reimbursement from Business District Redevelopment Project Area funds derived from Developer’s Project; and

WHEREAS, City agrees to reimburse Developer for certain costs incurred in implementing the Developer’s Project, including:

- a. City will waive water and sewer connection fees for this Project. This amounts to approximately \$5,300.00.
- b. The City will rebate 75% of the incremental EAV for City's portion of the property taxes for up to ten (10) years or until the maximum funding amount is reached in combination with any other City provided funding assistance:
 - 1) 01-2-24-05-07-201-018
 - a. The present base EAV for assessment year 2018 is \$5,690.00
 - b. The estimated EAV after redevelopment is \$433,333.00
 - c. The estimated incremental EAV available is \$6,063.00 annually for up to ten (10) years, or \$60,630.00
 - 2) 01-2-24-05-07-201-016
 - a. The present base EAV for assessment year 2018 is \$8,930.00
 - b. The estimated EAV after redevelopment is \$333,333.00

- c. The estimated incremental EAV available is \$4,600.00 annually for up to ten (10) years, or \$46,000.00
- c. The City will reimburse Developer 75% of the 1% City sales tax for sales from the Property for a period commencing on the date that Developer opens for business at the Property and ending no later than 10 years thereafter or until the maximum funding amount is reached in combination with the other City provided funding assistance.
 - 1) Developer anticipates \$3,000,000.00 in annual sales subject to sales tax. Based on Developer's estimate, 1% of the estimated sales are equal to \$30,000.00. 75% of the \$30,000.00 is equal to \$22,500.00 annually.
 - 2) Developer is responsible for providing all documents necessary to quantify sales tax and qualify for any incentive or payment from City. Documents to be provided shall be determined by City at City's sole discretion.

(See **Exhibit A**); and

WHEREAS, City desires to authorize the execution of a "Development Agreement" by and between City and Developer in substantially the form attached hereto as **Exhibit A**, to carry out the purchase, demolition, remodeling, and development of the Developer's Project; and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare, and economic welfare to authorize the Mayor and/or City Manager to execute the Business District Number One (1) Development Agreement between City and Developer (*see Exhibit A*).

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.

Section 2. The City of Highland hereby makes the following findings:

- a. Developer's Project is expected to create job opportunities within City.
- b. Developer's Project will serve to further the development of adjacent areas.
- c. Developer's Project will strengthen the retail commercial sector of City.
- d. Developer's Project will enhance the tax base of City; and
- e. The Redevelopment Agreement is made in the best interests of public health, safety, general welfare and economic welfare of City.

Section 3. The Development Agreement by and between the City of Highland and TJO Holdings LLC, attached hereto as **Exhibit A**, is approved.

Section 4. The Mayor and/or City Manager is authorized and directed to execute the Development Agreement with TJO Holdings LLC (**Exhibit A**).

Section 5. This ordinance shall be effective upon its passage, approval, and publication in pamphlet form in accordance with Illinois law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the _____ day of _____, 2020, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

DEVELOPMENT AGREEMENT

This Development Agreement (“Agreement”) is entered into on the date and by execution shown hereafter, by and between the City of Highland, an Illinois Municipal Corporation (“City”) and TJO Holdings LLC (“Developer”).

PREAMBLES

WHEREAS, Developer has submitted a proposal entitled: Schlafly Community Brewpub; Project: “Brewed in Highland” (*See Exhibit A*); and

WHEREAS, Developer proposes to remodel and develop the following described real estate located in City: 907 and 913 Main Street, Highland, Illinois 62249 (“Property”) (*See Exhibit A*); and

WHEREAS, City wishes to encourage Developer to remodel and develop the Property, and assist Developer with costs, including:

1. City of Highland Fee Reimbursements: \$5,300.00
 - a. Water connection fee
 - b. Sewer connection fee

2. Total Project Costs: \$2,102,500.00
 - a. Architectural & Engineering Fees - \$122,500.00
 - b. Legal and Professional Fees - \$87,500.00
 - c. Marketing - \$17,500.00
 - d. Land Purchase / Building Purchase - \$115,000.00
 - e. Demolition Cost - \$60,000.00
 - f. Site Improvements - \$350,000.00
 - g. Rehab, Remodel of Existing Building - \$600,000.00
 - h. New Building Construction - \$200,000.00
 - i. Contingency - \$220,000.00
 - j. Developer’s Fees - \$220,000.00
 - k. Working Capital - \$110,000.00

(“Project”); and

WHEREAS, The Property will be completely remodeled with 3,000 square feet dedicated to a restaurant and brewing space, and construction of an outdoor patio (*See Exhibit A*); and

WHEREAS, Developer desires to develop the 907 Main Street Property as follows:

1. First Schlafly brewpub outside the state of Missouri;

2. Schlafly restaurant;
3. On-site Brewery Capabilities;
4. 3000 total feet of restaurant and brew space;

(See **Exhibit A**) and

WHEREAS, Developer desires to develop the 913 Main Street Property as follows:

1. Build a full kitchen for the restaurant (“Schlafly Kitchen”)
2. Build an outdoor seating area (“Schlafly Leased Patio”), with Permanent seating for thirty (30) people and variable seating for one hundred (100) people;

(See **Exhibit A**) and

WHEREAS, the Property is located within the City's Business Development and Redevelopment District ("Business District") pursuant to the Illinois Business District Development and Redevelopment Law of the State of Illinois, 65 ILCS 5/11-74.3-1 *et seq.* ("Business District Law"); and

WHEREAS, Developer has informed City, and City hereby specifically finds, that without the financial support that may be provided via a Business District to reimburse some of the Project costs, the Project is not financially feasible and the Project will not move forward; and

WHEREAS, it is the desire of City and Developer that City assist in the improvements on the Property under City's grant of authority under the Business District Law; and

WHEREAS, City is authorized under the provisions of the Business District Law to approve development and redevelopment proposals for the Business District, to enter into contracts with a private agency or person, to expend such public funds as may be necessary for the implementation of the Plan for the Business District; and

WHEREAS, financing the purchase, remodel, and development of the Property is consistent with the objectives of the Business District Plan.

NOW, THEREFORE, in consideration of the premises and agreements set forth below, the parties, for and in consideration of the representations relative to the proposed improvements to the Property by the Developer, hereby agree as follows:

Section 1. Incorporation of Recitals. The Parties agree that all of the recitals contained in the Preambles to this Agreement are true and correct, and said recitals are hereby incorporated into the Agreement as though they were fully set forth in this Section 1.

Section 2. Obligation of the Developer. Upon the approval by City of the Agreement, Developer shall proceed with the Project as described above in **Exhibit A**. The Project shall be substantially complete within twenty-four (24) months of the date of execution of this Agreement.

Section 3. Obligation of the City. The City agrees to provide assistance to the Developer for up to ten (10) years. The total dollar amount of economic incentives shall not exceed 20% of the total City approved eligible project costs with a maximum of \$420,500.00. This maximum is calculated based on 20% of the estimated City approved eligible project costs in the Developer application. Funding assistance is broken down as follows:

- a. Total Estimated Business District Eligible Costs: \$2,102,500.00
- b. City will waive water and sewer connection fees for this Project. This amounts to approximately \$5,300.00.
- c. The City will rebate 75% of the incremental EAV for City's portion of the property taxes for up to ten (10) years or until the maximum funding amount is reached in combination with any other City provided funding assistance:

1) 01-2-24-05-07-201-018

- a. The present base EAV for assessment year 2018 is \$5,690.00
- b. The estimated EAV after redevelopment is \$433,333.00
- c. The estimated incremental EAV available is \$6,063.00 annually for up to ten (10) years, or \$60,630.00

2) 01-2-24-05-07-201-016

- a. The present base EAV for assessment year 2018 is \$8,930.00
 - b. The estimated EAV after redevelopment is \$333,333.00
 - c. The estimated incremental EAV available is \$4,600.00 annually for up to ten (10) years, or \$46,000.00
- d. The City will reimburse Developer 75% of the 1% City sales tax for sales from the Property for a period commencing on the date that Developer opens for business at the Property and ending no later than ten (10) years thereafter or until the maximum funding amount is reached in combination with the other City provided funding assistance.
- 1) Developer anticipates \$3,000,000.00 in annual sales subject to sales tax. Based on Developer's estimate, 1% of the estimated sales are equal to \$30,000.00. 75% of the \$30,000.00 is equal to \$22,500.00 annually.

- 2) Developer is responsible for providing all documents necessary to quantify sales tax and qualify for any incentive or payment from City. Documents to be provided shall be determined by City at City's sole discretion.
- e. Developer shall submit to the City Clerk a written statement in the form attached to this Agreement as **Exhibit B** ("Form of Request for Reimbursement") setting forth the amount of cost incurred by the Developer to complete the Project. Each Request shall be accompanied by such bills, invoices, lien waivers or other evidence City may reasonably require for documenting Developer's costs incurred for the Project. These Requests shall be submitted after January 1st of each year. Developer may continue to provide Requests until all Project costs have been incurred and the Project is completed.
- f. Reimbursement of approved Project costs shall be made annually within sixty (60) days upon receipt from the County of the property tax proceeds for the applicable tax year. Approved Project costs shall only be reimbursed to the extent that tax increment is generated by the Property and if there are monies available for such purpose. To the extent money is not available to reimburse Developer for approved Project costs, such costs shall be reimbursed in subsequent years.
- g. Prior to making an annual payment to Developer for reimbursement of approved redevelopment project costs, Developer shall provide evidence that the real property tax bill for the Property for the applicable tax year has been paid in full along with the previous year's state of Illinois sales tax returns.
- h. City's Finance Department shall maintain an account of all payments to Developer under this Agreement and may set up sub-accounts in the Business District Fund to track the tax increment and payments made to Developer for this Property.

CITY'S OBLIGATION TO REIMBURSE DEVELOPER UNDER THIS AGREEMENT IS A LIMITED OBLIGATION PAYABLE SOLELY FROM THE CITY'S PORTION OF THE INCREMENTAL TAXES AND SALES TAXES GENERATED BY THE PROPERTY AND DEPOSITED IN CITY'S FUNDS FROM TIME TO TIME AND SHALL NOT BE A GENERAL OBLIGATION OF CITY OR SECURED BY THE FULL FAITH AND CREDIT OF CITY.

- i. City's obligations to Developer pursuant to the Agreement shall terminate upon the occurrence of any of the following:
 - 1) Voluntary or involuntary bankruptcy of Developer;

- 2) Voluntary or involuntary closure of the business owned by Developer.
- 3) Substantial change in the nature of Developer's business without the City's written approval;
- 4) Sale of Developer's business (or a change of ownership of more than 50% of the shares of stock in the corporation, or a change in the membership of more than 50% of the LLC) without the City's written approval.

Section 4. Indemnification. Developer shall indemnify and hold harmless City, its agents, officers, lawyers, and employees against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses (including any liabilities, judgments, costs and expenses and attorneys' fees) which may arise directly or indirectly from: (i) the failure of Developer or any contractor, subcontractor or agent or employee thereof to timely pay any contractor, subcontractor, laborer or material man; (ii) any default or breach of the terms of this Agreement by Developer; (iii) any negligence, or reckless or willful misconduct of Developer or any contractor, subcontractor or agent or employee thereof working on the Project; (iv) any claim brought against City arising in any way from this Agreement or the Project. Developer shall, at its own cost and expense, appear, defend and pay all charges of attorneys, costs and other expenses arising therefrom or incurred in connection therewith. If any judgment shall be rendered against City, its agents, officers, officials, lawyers, or employees in any such action, Developer shall, at its expense, satisfy and discharge the same. This paragraph shall not apply, and Developer shall have no obligation whatsoever, with respect to any acts of negligence or reckless or willful misconduct on the part of City or any of its officers, agents, employees or contractors.

In no way limiting the foregoing, Developer shall also indemnify and hold harmless City, its agents, officers and employees against all damages, claims, suits, liabilities, judgments, fines, penalties, costs and expenses (including attorneys' fees) which may arise directly or indirectly from any violation of the Illinois Prevailing wage Act, 820 ILCS 130/0.01 *et. seq.*, in connection with the Project.

Section 5. Default and Remedies. Except as otherwise provided in this Agreement, in the event of any default in or breach of any term or conditions of this Agreement by either party or any successor or assign, the defaulting or breaching party (or successor or assign) shall, upon written notice from the other party, proceed immediately to cure or remedy such default or breach as follows: (a) in the event of a nonmonetary default, within thirty (30) days after receipt of notice, commence to cure or remedy such default, and (b) in the event of a monetary default, within ten (10) days after receipt of notice, commence to cure or remedy such default. In case such cure or remedy is not taken or not diligently pursued, or the default or breach shall not be cured or remedied within a reasonable time, the aggrieved party may institute such proceedings as may be necessary or desirable in its opinion to cure and remedy such default or breach, including without limitation proceedings to compel specific

performance by the defaulting or breaching party. If either party shall prevail in any court proceeding to enforce any term, covenant or condition hereof, the non-prevailing party shall reimburse the prevailing party its costs and reasonable attorneys' fees on account of such proceeding.

Section 6. Assignment. This Agreement may not be assigned by Developer without prior written approval of City.

Section 7. Partial Invalidity. If any section, subsection, term or provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section subsection, term or provision of this Agreement or the application of the same to parties or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby.

Section 8. Notices. All notices, demands, requests, consents, approvals or other instruments required or permitted by this Agreement shall be in writing and shall be executed by the party or an officer, agent or attorney of the party, and shall be deemed to have been effective as of the date of actual delivery, if delivered personally, or as of the third (3rd) day from and including the date of posting, if mailed by registered or certified mail, return receipt requested, with postage prepaid, addressed as follows:

CITY OF HIGHLAND, ILLINOIS:

Mark Latham, City Manager

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

TJO HOLDINGS LLC:

Jeff Wynne

875 Albert Avenue
St. Louis, Missouri, 63122

SCHLAFLY COMMUNITY BREWPUB

PROJECT: “BREWED IN HIGHLAND”

CITY OF HIGHLAND

BUSINESS DISTRICT INCENTIVE PROGRAM

February 2020



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Executive Summary

Highland sits in the heart of the Midwest, centrally located in southern Illinois and just east of the St. Louis metropolitan area. Within a 500-mile radius of ten major U.S. markets, you will have a hard time finding a location that is better connected than Highland. Meanwhile, Schlafly Brewery is the 2nd largest Missouri Brewery with a presence in 15 states. It's history anchoring communities and attracting investment can be seen in downtown Saint Louis and Maplewood Missouri.

Project *"Brewed in Highland"* stems from a desire from the people of Highland to complement a strong infrastructure with a regional entertainment destination. In concert, Schlafly Brewery desires its first brewpub outside of Missouri and a return to a historical family building. Both parties have an intense desire to complete a community-oriented project that fits with the shared culture of inclusion and success.

TJO Holdings LLC is the developer to bring together these community stalwarts. This proposal **builds a Schlafly Brewpub** and a **shared community outdoor space** in downtown Highland. The community space will be anchored by Schlafly, but open to various local businesses in support of festivals and community events. The project creates unique assets to spur continued investment in the downtown revitalization efforts of Highland. This project will create a regional draw, local destination and a point of civic pride. Project *"Brewed in Highland"* is a creative vision to transform a currently under-utilized space into a taxable catalyst for the city of Highland to continue its growth and prestige in the region.

This document aims to provide the City with a working set of strategies to realize project *"Brewed in Highland"*. It identifies a catalyst site to re-use, new construction required to create a shared space and co-investments needed to realize this vision.

Highland

Highland, Illinois is a dynamic rural town located about 30 miles east of St. Louis, MO. The City of Highland has a long history of being a progressive municipality, successfully blending industry within a small-town atmosphere. Highland has the unique strengths and assets that will help your business thrive — we have the resources that you demand and the opportunities available for your business to succeed. We have a supportive, business-friendly environment, open roadways/easy commutes, our own electrical distribution system with competitive electric rates, and a strong labor force. Other benefits include

A cost of living that is 8% lower than the U.S. average

Strong city owned fiber network

Several business incentives

Nearby Scott Air Force Base offering an array of quality employment and unique resources

Multiple recreational and cultural activities

Superior educational opportunities

New healthcare medical campus



Schlafly



Schlafly Beer has been the leading craft brewery in St Louis since 1991 through the creation of the Tap Room by introducing European beer and elevated cuisine. As importantly, Schlafly Beer has been transformational in bringing its civic craft brewery into long neglected neighborhoods.

Schlafly Beer welcomes opportunity to grow its brand in meaningful and transformational purpose by anchoring a community through the artistry of its beer, cuisine and unique festivals and events.

Highland Illinois has the foundation in its talented citizens, cultural legacy and keen stewardship to renew its town center with high quality brewery and cuisine.

Development

Saint Louis based **TJO Holdings** is a locally owned development firm that repositions businesses and real estate into thriving community assets. Using our extensive partner team, we can acquire, finance, construct and manage all under one canopy.



Jeff Wynne

Jeff takes a vision and makes it reality through sound strategy. Respected as a credible voice in decision making, finding strategic financing partners and establishing governance boundaries, Jeff consistently delivers real community value and return.

Tim is a passionate community developer responsible for transforming many emerging neighborhoods in Missouri & Illinois. His capability for managing all phases of real estate sets his endeavors above the rest. Assuring success for all his projects, Tim creates a customized development team for each opportunity. Tim has extensive experience navigating the political, legal and regulatory waters of development.



Tim O'Donnell

Project “Brewed in Highland”



The Schlafly Brewery will be a sustainable neighborhood draw based on the adaptive re-use of a historic building and vacant lot in the heart of downtown Highland. Local creative cooperation and the use of a local workforce will endear the community to the project.

The following objectives provide a general framework for a public redevelopment project and are intended to help best achieve Highland’s vision. Most importantly, the objectives will help the City and the neighborhood stakeholders consider the neighborhood as an integrated place, from economics to urban design, rather than a set of disassociated projects.

Development Objectives

- o1 Use community-based partnerships to diversify risk and incubate a Schlafly brewpub within both renovated and new structures in the district.
- o2 Create community gathering places to increase local population retention/attraction.
- o3 Develop branding to increase regional awareness and civic pride in Highland.
- o4 Apply a range of sustainability strategies for the long-term health of the neighborhood.

Community Investment Philosophy

There was a time when development was left to developers. The public sector, including local and state government, established the parameters within which development could take place through zoning ordinances, building codes, and comprehensive plans and then stepped out of the way in the hope that development would occur. However, many cities discovered that this passive role in the real estate development process did not always result in the amount and kind of investment the community had hoped for – particularly in strategic infill sites or revitalizing neighborhoods.

Development incentives ranging from grants to loans to tax abatements were created to encourage the investment of private capital into projects broadly defined as being in the public good. In addition, there are also certain projects that require active participation from the public and nonprofit sectors. TJO Holdings LLC understands the public trust required to embark upon this journey and looks forward to partnering with the community to realize this vision.

907-913 Main Street Recommendation

The 900 Block of main street is an area with a cohesive street character and is envisioned as the location for a new public destination. The developer owns the former bank building at 907 Main Street and the empty lot at 913 Main Street. The project would encompass not only the structure at 907 but the lot at 913. We will include a public right-of-way for continued access to the public bathrooms located in the rear of the 907-913 plats.

In the current economic climate, a monolithic redevelopment of 907 and 913 will have the greatest immediate impact on the overall community. The Highland economic incentive team should suggest that the City move forward with both the 907 and 913 projects to reshape perception of the area and inspire additional private investment.

907 Project (Brewpub)

(Financials Appendix A)

Creation of the first Schlafly brewpub outside of Missouri. Project will include

1. Schlafly Restaurant
2. On-site Brewery Capabilities
3. 3000 total feet of restaurant and brew space

Concept: Interior Building



Actual External View



913 Project (Community Brewpub)

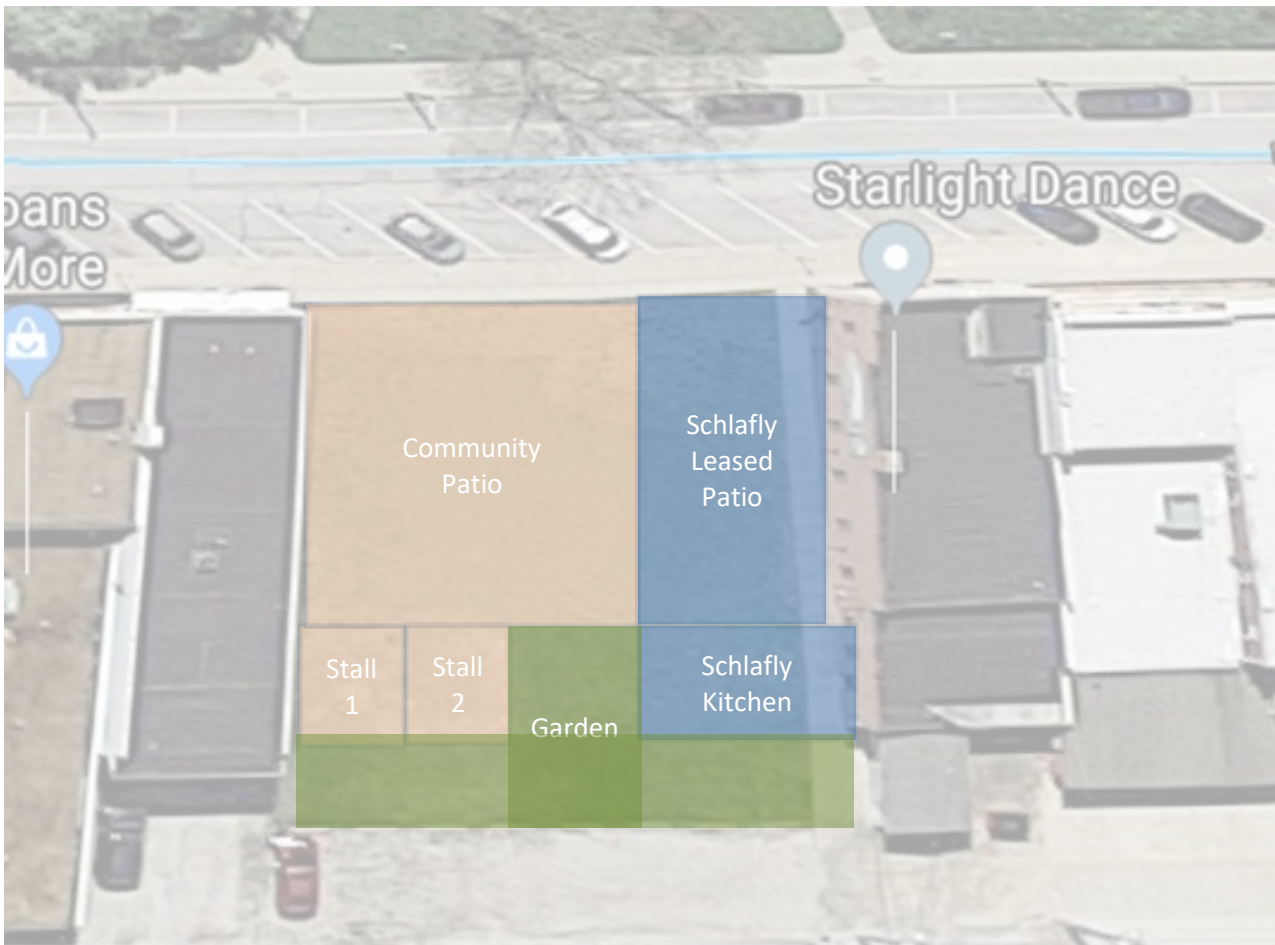
(Financials Appendix B)

Creation of a shared gathering space with world class food and Highland brewed drinks. Open air space will house the Schlafly kitchen that serves the restaurant and the open patio space. Project will include two open stalls for temporary vendors to serve festivals and events. The patio will feature open seating for the community. Additionally, we envision a community garden to provide green space and aesthetic appeal.

1. Build a full kitchen for the restaurant
2. Two (2) Pop-up vendor pavilions
3. Two (2) Food Truck Spots
4. Permanent seating for thirty (30) people
5. Variable seating space for one hundred (100) people
6. 7000 total feet

Outdoor Concept





Benefits

A summary of primary and collateral benefits of the development are listed below:

Public Benefit:

- *Regional draw, pulling regional spend in Highland*
- *Population retention, draw for millennials and new business*
- *New jobs (20+)*
- *Civic Pride, “Brewed in Highland”*
- *Increase property and sales tax revenues.*

Private Sector Benefit:

- *Increase land values, rents and real estate performance;*
- *Increase retail sales (through population growth/draw);*
- *Space for local vendors during festivals*
- *New jobs for local construction (prevailing wage)*
- *New permeant jobs in the community*

Needs Summary

REGULATORY ASSISTANCE	
Zoning: Approval for mixed use, brewery, restaurant	907
Liquor License: Assistance in securing neighborhood support	907 & 913
Abatement & CID: Lock in and hold property taxes for 10 Years	\$\$
Inspections: Fast track permitting and inspection process	\$\$
INDIRECT FINANCIAL SUPPORT	
WiFi: Public WiFi for 907 & 913 Projects	907 & 913
Parking: Ensure 30 dedicated parking spaces for the 901 and 913	907 & 913
Streets: Lighting and modernization signage to draw community	907 & 913
Infrastructure Work: Build out vacant lot site water, electrical and sewer infrastructure	913
Octoberfest: Development team have stake in selecting vendors to represent the concept TJO has some proven methods to draw in the community and highlight Highland	913
Grand Opening: City helps sponsor grand opening	907 & 913
Schott's Beer: Help/insight securing rights to Schott's and potentially the caves. We foresee future opportunities to build more draw for Highland!	907 & 913
DIRECT FINANCIAL SUMMARY	
TIF Financing: 10 Year TIF on sales tax revenues for both properties.	907 & 913
Financing: 10-year lease to the City of 913 Main (\$1). City build out to spec (developed by TJO). Lease back to Schlafly.	913
Financing: Favorable finance terms to build out the brewpub leveraging local banks	907

Next Steps & Timeline

Continue to develop site designs including more detailed pro-formas and architectural designs to meet where possible, the core design elements required by Schlafly and Highland.

Work concurrently with the City's Business District Incentive Program to develop a ledger of public benefits, including costs for additional construction of community centers. The project should develop an understanding of public and private sector responsibilities and highlight the specific incentives that will be modeled in the final development.

The costs of civic oriented uses and donated/leased space should be tested to be adequately offset by revenue sources, civic prestige such as additional housing units in order to ensure the project's overall feasibility.

We would like to see all concepts and commercial agreements wrapped up by **May 1st** with ground-breaking in **June of 2020** and completing by Spring of 2021.

Appendix A

907 Project (3000ft Build Costs)			
	Dollars	Per Ft Cost	% Cost
Total Project Cost (Est.)	\$ 1,100,000		
Architectual & Engineering	\$ 61,250		7.00%
Legal & Professional Fee	\$ 43,750		5.00%
Marketing	\$ 8,750		1.00%
Land Purchase	\$ -		
Building Purchase	\$ 100,000		
Demo	\$ 60,000	\$20	
Site Improvements	\$ -		
Rehab	\$ 600,000	\$200	
New Building Construction	\$ -		
Contingency	\$ 110,000		10.00%
Developers Fees	\$ 110,000		10.00%
Working Capital (Equity)	\$ 55,000		5.00%

907 Project (Current Information)			
Sales	\$		-
Sales Tax	\$		-
Jobs		0	
Property Tax	\$		492.15
Parcel ID		01-2-24-05-07-201-018	
Township		01-Helvetia	
Fair Market Value	\$		150,000
Taxable Value	\$		5,690
Combination Tax Rate		8.521600	
Total Tax	\$		492.15

907 Project (Estimates After Redevelopment)			
Square Footage of Project Area	3000		
Square Footage of Building	3000		
Estimated Market Value	\$	1,300,000	
EAV After Redevelopment	\$	433,333	
Est. Annual Gross Sales	\$	1,500,000	
Est. Annual Taxable Sales for Sales Tax	\$	1,500,000	
Est Number of Newly Created Jobs	20	4	16
Types of Jobs	Construction	Managerial	Hospitality
Estimated Annual Salary of New Jobs	\$ 50,000	\$ 60,000	\$ 40,000
Estiamted Number of Jobs Retained	0	4	16

Property Information

Parcel Number 01-2-24-05-07-201-018	Site Address 907 MAIN ST HIGHLAND, IL 62249	Owner Name & Address YENNE, THOMAS 26 SHILOH DR EDWARDSVILLE, IL, 62025
Tax Year 2018 (Payable 2019) ▼		
Sale Status None	Neighborhood Code CA02	Land Use 0330 - Improved - Commercial
Property Class 0060 - IMPROVED COMMERCIAL	Tax Code 002 - #5; HIGHLAND CITY	Tax Status Taxable
Net Taxable Value 5,690	Tax Rate 8.521600	Total Tax \$484.88
Township 01-HELVETIA	Acres 0.0000	Mailing Address
1977 Assessment 13,010	Lot Size	TIF Base Value 0
Legal Description ORIGINAL TOWN LOT PT 10 11 32 X 140		

Billing

Installment	Date Due	Tax Billed	Penalty Billed	Cost Billed	Drainage Billed	Total Billed	Amount Paid	Date Paid	Total Unpaid
1	07/10/2019	\$121.22	\$5.45	\$0.00	\$0.00	\$126.67	\$126.67	10/7/2019	\$0.00
2	09/10/2019	\$121.22	\$1.82	\$0.00	\$0.00	\$123.04	\$123.04	10/7/2019	\$0.00
3	10/10/2019	\$121.22	\$0.00	\$0.00	\$0.00	\$121.22	\$121.22	10/7/2019	\$0.00
4	12/10/2019	\$121.22	\$0.00	\$0.00	\$0.00	\$121.22	\$121.22	10/7/2019	\$0.00
Total		\$484.88	\$7.27	\$0.00	\$0.00	\$492.15	\$492.15		\$0.00

Appendix B

913 Project (7000ft Build Costs)			
	Dollars	Per Ft Cost	% Cost
Total Project Cost (Est.)	\$ 875,000		
Architectual & Engineering	\$ 61,250		7.00%
Legal & Professional Fee	\$ 43,750		5.00%
Marketing	\$ 8,750		1.00%
Land Purchase	\$ 15,000		
Building Purchase	\$ -		
Demo	\$ -	\$ -	
Site Improvements	\$ 350,000	\$ 50.00	
Rehab	\$ -	\$ -	
New Building Construction	\$ 200,000	\$ 200.00	
Contingency	\$ 110,000		10.00%
Developers Fees	\$ 110,000		10.00%
Working Capital (Equity)	\$ 55,000		5.00%
913 Project (Current Information)			
Sales	\$ -		
Sales Tax	\$ -		
Jobs		0	
Property Tax	\$ 761		
Parcel ID		01-2-24-05-07-201-016	
Township		01-Helvetia	
Fair Market Value	\$ 50,000		
Taxable Value	\$ 8,930		
Combination Tax Rate		8.521600	
Total Tax	\$ 761		
913 Project (Estimates After Redevelopment)			
Square Footage of Project Area		7000	
Square Footage of Building		1000	
Estimated Market Value	\$ 1,000,000		
EAV After Redevelopment	\$ 333,333		
Est. Annual Gross Sales	\$ 1,500,000		
Est. Annual Taxable Sales for Sales Tax	\$ 1,500,000		
Est Number of Newly Created Jobs	15	5	
Types of Jobs	Construction	Kitchen	Seasonal
Estimated Annual Salary of New Jobs	\$ 50,000	\$ 35,000	
Estiamted Number of Jobs Retained	0	5	

Property Information		
Parcel Number 01-2-24-05-07-201-016	Site Address 913 MAIN ST HIGHLAND, IL 62249	Owner Name & Address YENNE, THOMAS 26 SHILOH DR EDWARDSVILLE, IL, 62025
Tax Year 2018 (Payable 2019) ▼		
Sale Status None	Neighborhood Code CA02	Land Use 0320 - Vacant - Commercial
Property Class 0061 - COMMERCIAL VACANT LAND	Tax Code 002 - #5; HIGHLAND CITY	Tax Status Taxable
Net Taxable Value 8,930	Tax Rate 8.521600	Total Tax \$761.00
Township 01-HELVETIA	Acres 0.0000	Mailing Address
1977 Assessment 25,580	Lot Size	TIF Base Value 0
Legal Description ORIGINAL TOWN LOT 9 50 X 140		

Billing									
Installment	Date Due	Tax Billed	Penalty Billed	Cost Billed	Drainage Billed	Total Billed	Amount Paid	Date Paid	Total Unpaid
1	07/10/2019	\$190.25	\$8.56	\$0.00	\$0.00	\$198.81	\$198.81	10/7/2019	\$0.00
2	09/10/2019	\$190.25	\$2.85	\$0.00	\$0.00	\$193.10	\$193.10	10/7/2019	\$0.00
3	10/10/2019	\$190.25	\$0.00	\$0.00	\$0.00	\$190.25	\$190.25	10/7/2019	\$0.00
4	12/10/2019	\$190.25	\$0.00	\$0.00	\$0.00	\$190.25	\$190.25	10/7/2019	\$0.00
Total		\$761.00	\$11.41	\$0.00	\$0.00	\$772.41	\$772.41		\$0.00

Redevelopment Agreement Exhibit B

Form of Request for Reimbursement

REQUEST FOR REIMBURSEMENT

(DATE) _____

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

Attention: City Manager

RE: Redevelopment Agreement by and between the City of Highland, Illinois, and _____, (the "Developer")

Dear City Manager:

You are requested to disburse funds pursuant to the Redevelopment Agreement described above in the amount(s), to the person(s) and for the purpose(s) set forth in this Request for Reimbursement. The terms used in this Request for Reimbursement shall have the meanings given to those terms in the Redevelopment Agreement.

1. REQUEST FOR REIMBURSEMENT NO. _____

2. PAYMENT DUE TO: _____

3. AMOUNT REQUESTED: _____

4. The amount to be disbursed will be based upon the Redevelopment Agreement and the availability of City funds collected which are generated from this project.

5. The undersigned certifies that:

(i) The amounts requested in 3 above were made or incurred or financed and were necessary for the development of the Project and were made or incurred in accordance therewith;

(ii) The amounts paid or to be paid, as set forth in this Request for Reimbursement, represents a part of the funds due and payable for approved Project Costs;

(iii) The expenditures which are requisitioned and represent proper redevelopment project costs as described in the Redevelopment Agreement, have not been included

in any previous Request for Reimbursement. Said costs have been properly recorded on the Developer's books, with paid invoices or other evidence of payment attached for all sums for which reimbursement is requested;

(iv) The amount of Redevelopment Project Costs to be reimbursed in accordance with this Request for Reimbursement, together with all amounts reimbursed to the Developer pursuant to the Redevelopment Agreement is not in excess of 20% of the total eligible Project costs actually incurred.

(v) The Developer is not in default under the Redevelopment Agreement and nothing has occurred to the knowledge of the Developer that would prevent the performance of its obligations under the Redevelopment Agreement.

6. Attached to this Request for Reimbursement the necessary documents itemizing the eligible costs to be reimbursed, together with copies of invoices or bills of sale covering all items for which reimbursement is being requested.

Submitted by:

Name

Company

Signature

Title

Office Use Only – To Be Completed by City Economic Development Department

REIMBURSEMENT FOR	PREVIOUSLY REIMBURSED	THIS REIMBURSEMENT	TOTAL TO DATE
Permits Fees			
Property Tax-Incremental EAV			
Sales Tax Rebate			
Employee Incentives			
TOTAL REIMBURSEMENTS			

TOTAL REIMBURSEMENT CITY RECOMMENDS \$ _____

APPROVED BY
MARK LATHAM, CITY MANAGER



CITY OF HIGHLAND

To: Mark Latham, City Manager
From: Mallord Hubbard, Economic & Business Recruitment Coordinator
CC: Mayor and City Council
Date: April 1, 2020
Re: Redevelopment Agreement with TJO Holdings LLC for Project: "Brewed in Highland"

RECOMMENDATION: It is the Staff and Industrial Development Commission recommendation that Council approve the attached Redevelopment Agreement with terms detailed below.

DISCUSSION: TJO Holdings LLC is proposing to build a Schlafly brewpub and shared community outdoor space at 907 and 913 Main Street. This would be the first Schlafly brewpub outside of Missouri, which we believe will make this a regional destination. The project location falls within the Business District, and is eligible for incentives including permit fees, sales and property tax rebates.

TJO Holdings LLC is proposing to acquire the property and make substantial improvements totaling \$2,102,500 in project costs. The Redevelopment Agreement would waive permitting fees in addition to 75% of the increment of the City's portion of property & sales taxes, generated as a result of the project's completion.

The maximum incentives the project would be eligible for is \$420,500, or 20% of the projects costs, although anticipated total incentives will be less than this amount. The rebating of building permit fees is estimated to be

\$5,300. The total property tax rebate is estimated to be \$14,218 per year for a period of 10 years. The sales tax rebate is projected to be \$22,500 for a period of 10 years. Total estimated incentives are projected to be \$336,930 over 10 years.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 6, OF THE CODE OF ORDINANCES,
CITY OF HIGHLAND, ALCOHOLIC LIQUOR,
TO INCREASE THE NUMBER OF G LIQUOR LICENSES TO THREE**

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 provide flexibility and additional authority to the Liquor Commissioner to issue and enforce City liquor licenses; and

WHEREAS, City has authority to define, regulate, issue, and collect fees associated with liquor licenses; and

WHEREAS, City has authority to determine the number, kind, and classification of [liquor] licenses to be issued 235 ILCS 5/4-1; and

WHEREAS, City has the authority to establish [liquor] license fees for the various kinds of licenses to be issued. 235 ILCS 5/4-1; and

WHEREAS, Chapter 6 of the City Code of Ordinances, Alcoholic Liquor, currently defines a Gaming Hall as follows:

6-1-1 DEFINITIONS.

Gaming hall shall mean an establishment whose primary purpose is to operate video gaming terminals where the drawing, pouring, mixing, or otherwise serving of alcoholic liquor on the licensed premises is subsidiary to the operation of the video gaming terminal or terminals. In the event that any establishment derives 60 percent or more of its estimated gross revenue from the display, play and/or operation of video gaming terminals, such establishment shall be deemed a gaming hall and shall be required to obtain a "Class G" license pursuant to this subsection. Notwithstanding the immediate foregoing, the following may also be considered in determining whether an establishment constitutes a gaming hall:

- (1) A seating area for video gaming terminals being equal to or greater than the seating area where food and/or beverage, including alcoholic beverages, are served;
- (2) The absence of a full-service kitchen;
- (3) An overall size of 2,000 square feet or less; and/or

(4) Such other conditions which readily suggest or indicate that the establishment is intended to be operated or is being operated as an establishment whose primary purpose is the display of gaming terminals for play or operation by the public.

For purposes of this subsection, fraternal establishments and veterans establishments (as defined in the Video Gaming Act, 230 ILCS 40/5 shall be exempt.

and

WHEREAS, Chapter 6 of the City Code of Ordinances, Alcoholic Liquor, currently defines Class "G" liquor licenses as follows:

6-2-6 CLASSIFICATION - FEE – LIMITATION.

Class "G" licenses: Gaming hall. Class "G" licenses may authorize retail sale on the premises specified of alcoholic liquor of all varieties for consumption on the premises where video gaming terminals are or will be displayed for play or operation. Class "G" licenses may permit the licensee to operate video gaming terminals upon the premises, subject to the following conditions:

- a. Any person who displays a video gaming terminal for play or operation by the public shall have, as a prerequisite to receiving any class "G" license from the city, a valid license issued by the state gaming board for each such video gaming terminal. The cancellation, suspension, or revocation of any such license by the state gaming board shall result in the automatic cancellation, suspension, or revocation of the city's class "G" license without refund of any portion of the license fee. An applicant for the class "G" license shall submit to the city finance director a copy of the license issued by the state gaming board for each video gaming terminal to be played or operated on the licensed premises.
- b. Any liquor license issued by the city to any liquor licensee pursuant to this chapter, including but not limited to any licensed fraternal establishment or licensed veterans establishment, as defined in the Video Gaming Act, 230 ILCS 40/5, that displays a video gaming terminal for play or operation within its premises in violation of this subsection shall be immediately revoked.
- c. No more than six video gaming terminals may be located on any class "G" licensee's premises.
- d. Every class "G" licensee shall comply with the provisions of the Video Gaming Act, 230 ILCS 40/1 et seq., as amended, and all rules, regulations, and restrictions imposed by the state gaming board, as amended.
- e. The operation of video gaming terminals shall not be permitted during the hours alcoholic liquor sales are prohibited.

f. Video gaming shall be located in a clearly demarcated area that is restricted to persons over 21 years of age.

The annual fee for a Class “G” license shall be **Five Hundred Dollars (\$500.00)**.

WHEREAS, Chapter 6 of the City Code of Ordinances, Alcoholic Liquor, currently limits the number of City Liquor licenses issued as follows:

6-2-6 CLASSIFICATION - FEE – LIMITATION.

(i) Limitation on Number of Licenses Issued.

- (1) By separate ordinance, the City Council may set a limitation upon the number of licenses to sell alcoholic liquor at retail to be issued for each above classification of license.
- (2) As licenses are revoked, expire without renewal, or for any reason cease to exist, the total number of licenses for each classification shall automatically be reduced until the total number of licenses issued for each class shall not exceed the number authorized by the City Council.
- (3) If any establishment selling alcoholic liquor is annexed to and becomes a part of the City, the various alcoholic liquor licenses as enumerated in this Section shall be increased in number only in the class which the annexed establishment qualifies provided the annexed establishment holds a current valid liquor license from the governmental entity from which the establishment was annexed and from the State of Illinois.
- (4) The following limits are established on the number of licenses to sell alcoholic beverages and/or permit video gaming in the City:

Class A1	3
Class A2	3
Class B	Unlimited
Class C	Unlimited
Class D1	8
Class D2	11
Class E	Unlimited
Class F	Unlimited
Class G	2
Class H1	Unlimited
Class H2	1

WHEREAS, City has determined it to be in the best interests of public health, safety, general welfare and economic welfare to increase the number of G liquor licenses from two to three licenses; and

WHEREAS, City has determined the additional G liquor license will be issued to a qualified applicant by way of separate resolution.

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. Chapter 6, of the Code of Ordinances, City of Highland, shall now read:

6-2-6 CLASSIFICATION - FEE – LIMITATION.

(ii) Limitation on Number of Licenses Issued.

- (1) By separate ordinance, the City Council may set a limitation upon the number of licenses to sell alcoholic liquor at retail to be issued for each above classification of license.
- (2) As licenses are revoked, expire without renewal, or for any reason cease to exist, the total number of licenses for each classification shall automatically be reduced until the total number of licenses issued for each class shall not exceed the number authorized by the City Council.
- (3) If any establishment selling alcoholic liquor is annexed to and becomes a part of the City, the various alcoholic liquor licenses as enumerated in this Section shall be increased in number only in the class which the annexed establishment qualifies provided the annexed establishment holds a current valid liquor license from the governmental entity from which the establishment was annexed and from the State of Illinois.
- (4) The following limits are established on the number of licenses to sell alcoholic beverages and/or permit video gaming in the City:

Class A1	3
Class A2	3
Class B	Unlimited
Class C	Unlimited
Class D1	8
Class D2	11
Class E	Unlimited
Class F	Unlimited
Class G	3
Class H1	Unlimited
Class H2	1

Section 3. The number of G liquor licenses will be increased from two (2) licenses to three (3) licenses.

Section 4. The additional G liquor license will be issued to a qualified applicant by way of separate resolution.

Section 5. 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 and approved by the Mayor of the City of Highland, Illinois, and deposited and filed in the office of the City Clerk on the ____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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

RESOLUTION NO. _____

**A RESOLUTION ISSUING BRANDY HOLMAN AND BILL HOLMAN A
“G” LIQUOR LICENSE TO OPERATE A GAMING HALL
PURSUANT TO CHAPTER 6, OF THE CODE OF ORDINANCES,
CITY OF HIGHLAND, ENTITLED ALCOHOLIC LIQUOR**

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 provide flexibility and additional authority to the Liquor Commissioner to issue and enforce City liquor licenses; and

WHEREAS, City has authority to define, regulate, issue, and collect fees associated with liquor licenses; and

WHEREAS, City has authority to determine the number, kind, and classification of [liquor] licenses to be issued . . . 235 ILCS 5/4-1; and

WHEREAS, City has the authority to establish [liquor] license fees for the various kinds of licenses to be issued. 235 ILCS 5/4-1; and

WHEREAS, Brandy Holman & Bill Holman have purchased property at 101 Walnut Street, Highland, Illinois (“Property”) contingent to obtaining a “G” Liquor License from City; and

WHEREAS, Brandy Holman & Bill Holman intend to purchase the Property and open a full-service salon and gaming lounge, and need a “G” liquor license from City to operate a gaming hall; and

WHEREAS, Brandy Holman & Bill Holman’s business will be named Unwind Salon & Spa and Unwind Gaming Lounge, and will be located at the site currently occupied by the vacant Cardinal Inn; and

WHEREAS, Brandy Holman & Bill Holman have submitted an Application for a Retail Liquor Dealer’s License to City, and have requested a “G” Liquor license (*see* Application attached hereto as **Exhibit A**); and

WHEREAS, Chapter 6 of the City Code of Ordinances, Alcoholic Liquor, currently defines a Gaming Hall as follows:

6-1-1 DEFINITIONS.

Gaming hall shall mean an establishment whose primary purpose is to operate video gaming terminals where the drawing, pouring, mixing, or otherwise serving of alcoholic liquor on the licensed premises is subsidiary to the operation of the video gaming terminal or terminals. In the event that any establishment derives 60 percent or more of its estimated gross revenue from the display, play and/or operation of video gaming terminals, such establishment shall be deemed a gaming hall and shall be required to obtain a "Class G" license pursuant to this subsection. Notwithstanding the immediate foregoing, the following may also be considered in determining whether an establishment constitutes a gaming hall:

- (1) A seating area for video gaming terminals being equal to or greater than the seating area where food and/or beverage, including alcoholic beverages, are served;
- (2) The absence of a full-service kitchen;
- (3) An overall size of 2,000 square feet or less; and/or
- (4) Such other conditions which readily suggest or indicate that the establishment is intended to be operated or is being operated as an establishment whose primary purpose is the display of gaming terminals for play or operation by the public.

For purposes of this subsection, fraternal establishments and veterans establishments (as defined in the Video Gaming Act, 230 ILCS 40/5 shall be exempt.

and

WHEREAS, Chapter 6 of the City Code of Ordinances, Alcoholic Liquor, currently defines Class "G" liquor licenses as follows:

6-2-6 CLASSIFICATION - FEE – LIMITATION.

Class "G" licenses: Gaming hall. Class "G" licenses may authorize retail sale on the premises specified of alcoholic liquor of all varieties for consumption on the premises where video gaming terminals are or will be displayed for play or operation. Class "G" licenses may permit the licensee to operate video gaming terminals upon the premises, subject to the following conditions:

- a. Any person who displays a video gaming terminal for play or operation by the public shall have, as a prerequisite to receiving any class "G" license from the city, a valid license issued by the state gaming board for each such video gaming terminal. The cancellation, suspension, or revocation of any such license by the state gaming board shall result in the automatic cancellation, suspension, or revocation of the city's class "G" license without refund of any

portion of the license fee. An applicant for the class "G" license shall submit to the city finance director a copy of the license issued by the state gaming board for each video gaming terminal to be played or operated on the licensed premises.

b. Any liquor license issued by the city to any liquor licensee pursuant to this chapter, including but not limited to any licensed fraternal establishment or licensed veterans establishment, as defined in the Video Gaming Act, 230 ILCS 40/5, that displays a video gaming terminal for play or operation within its premises in violation of this subsection shall be immediately revoked.

c. No more than six video gaming terminals may be located on any class "G" licensee's premises.

d. Every class "G" licensee shall comply with the provisions of the Video Gaming Act, 230 ILCS 40/1 et seq., as amended, and all rules, regulations, and restrictions imposed by the state gaming board, as amended.

e. The operation of video gaming terminals shall not be permitted during the hours alcoholic liquor sales are prohibited.

f. Video gaming shall be located in a clearly demarcated area that is restricted to persons over 21 years of age.

The annual fee for a Class "G" license shall be **Five Hundred Dollars (\$500.00)**.

and

WHEREAS, Brandy Holman & Bill Holman's Application for Retail Liquor Dealer's License (**Exhibit A**) qualifies it as a "Gaming Hall" based on the parameters set forth *supra*; and

WHEREAS, Brandy Holman & Bill Holman's Application for Retail Liquor Dealer's License (**Exhibit A**) has been approved by the Mayor / Liquor Commissioner; and

WHEREAS, City Council recently passed an ordinance increasing the number of "G" liquor licenses available from two (2) to three (3); and

WHEREAS, City has determined there is one "G" liquor license currently available to be issued to Brandy Holman & Bill Holman for the Unwind Gaming Lounge; and

WHEREAS, City has determined it to be in the best interests of public health, safety, general welfare and economic welfare to issue Brandy Holman & Bill Holman a "G" Liquor license; and

WHEREAS, the Liquor Commissioner reserves the right to ensure all aspects of City Code have been complied with prior to issuance of the "G" Liquor license to Brandy Holman & Bill Holman for the Unwind Gaming Lounge; and

WHEREAS, the Liquor Commissioner reserves the right to ensure all aspects of City Code have been complied with prior to issuance of the “G” Liquor license to Brandy Holman & Bill Holman for the Unwind Gaming Lounge.

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 will issue a “G” liquor license to Brandy Holman & Bill Holman for the Unwind Gaming Lounge subsequent to purchase and closing on the property located at 101 Walnut Street, Highland, IL 62249, site of the vacant Cardinal Inn.

Section 3. This resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the City Council and approved by the Mayor of the City of Highland, Illinois, and deposited and filed in the office of the City Clerk on the _____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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

To the City of Highland Board Members,

Thank you for taking your time to hear our business plan. My name is Brandy, and my husband's name is Bill Holman. We have purchased the property at 101 Walnut Street in Highland with a contingency. We are asking that you allow/grant us to receive a liquor license, and with that, we plan to open a gaming lounge. Attached to the gaming lounge would be a salon and spa.

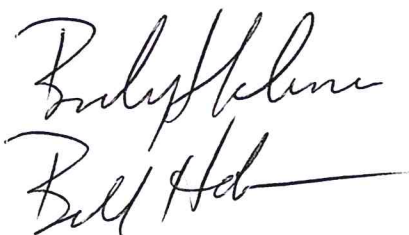
If you look at the property right now, it is a complete disaster and a very bad eyesore to the City of Highland. There are three buildings there as we speak. The hotel, smaller brick building and pillars would be demolished and cleaned up some of the brush and trees. The office/house that would remain is going to be completely renovated both interiorly and exteriorly. It would have an addition added on to the East with two covered entrances on the North side. We would be opening a full-service salon with a gaming lounge attached. The area would be lit up with a modern atmosphere brought to 101 Walnut Street.

I currently work as a hair stylist in Highland at Salon Beaux Cheveux. I have been there for 14 years and was at Seascape Hair and Skincare in Highland for three years. After 17 years, it's time for me to push forward and bring something a little different to Highland by combining the two atmospheres of a full-service salon and a gaming lounge.

This prime location of the new UNWIND SALON & SPA and UNWIND GAMING LOUNGE would be a great fit for the City of Highland. Thank you for your time again, and we hope that this has given you an idea of how we could bring a beautiful transformation to Highland.

Thank you,

Brandy Holman & Bill Holman

The image shows two handwritten signatures in black ink. The top signature is 'Brandy Holman' and the bottom signature is 'Bill Holman'. Both are written in a cursive, flowing style.

APPLICATION
FOR RETAIL LIQUOR DEALERS LICENSE

CITY OF HIGHLAND

NAME OF INDIVIDUAL FILLING FORM OUT: Brandy Holman
TELEPHONE: 618-410-4511
DATE OF APPLICATION: March 30, 2020
LIQUOR LICENSE CLASS _____

- 1. COPY OF DRAM SHOP INSURANCE
- 2. COPY OF LEASE/ CONTRACT
- 3. COPY OF DIAGRAM OF PREMISES
- 4. COPY OF STATE OF ILLINOIS LICENSE
- 5. PROOF OF STATE OF IL CLASSIFICATION, FOR EXAMPLE, LLC, DBA, INC.

APPLICATION
FOR RETAIL LIQUOR DEALERS LICENSE
CITY OF HIGHLAND

This application properly completed and signed must be filed with the City Clerk and must be accompanied by a remittance in the proper amount, made payable to the City of Highland.

The undersigned individual or partnership hereby makes application for a RETAIL LIQUOR DEALERS LICENSE and submits the following information:

1. Applicant: _____
(GIVE NAME OF INDIVIDUAL OR NAMES OF PARTNERS/CORPORATION - - -TYPE OR PRINT CLEARLY)

2. Trade, Partnership or Assumed Name _____

3. Give date partnership/corporation was formed under name given on Line 1: _____
Month Day Year

4. Location of above place of business _____
NUMBER STREET CITY STATE ZIP CODE

5. Has your assumed name been filed with the County Clerk?

6. Are alcoholic liquors stored but not sold at any location other than the one given above?

If "yes", give location: _____
NUMBER STREET CITY STATE ZIP CODE

7. Check principal kind of business:

<input type="checkbox"/> Restaurant	<input type="checkbox"/> Tavern	
<input type="checkbox"/> Hotel	<input type="checkbox"/> Grocery Store	<input type="checkbox"/> Amusement Place
<input type="checkbox"/> Club	<input type="checkbox"/> Package Store	<input type="checkbox"/> Department Store
<input type="checkbox"/> Country Club	<input checked="" type="checkbox"/> Gaming Hall	<input type="checkbox"/> Convenience Store

8. Give name and address of owner of premises: _____

9. Has a Liquor License been revoked at this location within the past year? _____

10. State the full name, address and date of birth of the person who you intend to be the Manager or Operator of said establishment, if License is issued: _____

A. Is such manager a resident of the City of Highland, Illinois? YES NO

11. If "yes", how long and address of person _____
12. Is this business located within 100 feet of any church, school, hospital, home for the aged or indigent persons or for veterans, their wives or children or any naval or military station? _____
- A. If answer to the above is "yes", is your place of business a hotel offering restaurant service, a regularly organized club, a food shop, or other place where the sale of liquor is not the principal business carried on? _____
- B. If answer to (A) is "yes", on what date was business started? _____
13. Have any manufacturers, importing distributor or distributor directly or indirectly paid or agreed to pay for this license, advanced money, or anything else of value. Except as specifically permitted in the Act, or any credit, (Other than merchandising credit in the ordinary course of business as specifically permitted in the Act), or is such a person directly or indirectly interested in the ownership, conduct or operation of the place of business? _____ If answer is "yes", give particulars _____
- _____
- _____

14. Applicant Information: Name Brandy Holman
- A. Residence Address 10830 Pocahontas Rd. Marne, IL 62061
NUMBER STREET CITY STATE ZIP CODE
- B. Place of Birth: Highland, Madison, IL
NAME OF CITY, COUNTY AND STATE
- Date of Birth: June 26, 1981
Month Day Year
- C. Are you a citizen of the United States? yes If a naturalized citizen, time and place of naturalization? _____
- D. Have you ever been convicted of a felony or otherwise disqualified to receive the license applied for by reason of any matter or thing contained in the Illinois Liquor Control Act or the Municipal Liquor Code? [] YES [X] NO If "yes", name court of conviction _____
- E. Have you ever made application for a liquor license for any other premises? No
- Date: _____ State disposition of application: _____
- Give address: _____

F. Are you or is any other person, directly or indirectly interested in your place of business, a public official as defined in Sec 2 (14) Art VI of the Illinois Liquor Control Act? _____ If so, office held? _____

G. Has any license previously issued to you by any State or local authorities been SUSPENDED? NO Date: _____

If so, state reasons therefor: _____

Where: _____
CITY COUNTY STATE

H. Has any license previously issued to you by any State or local authorities been REVOKED? No Date: _____

If so, state reasons therefor: _____

Where: _____
CITY COUNTY STATE

I. Will you comply with the Local Liquor Code and Regulations in connection therewith? YES

15. Co-Applicant information: Name _____

A. Residence Address _____
NUMBER STREET CITY STATE ZIP CODE

B. Place of Birth: _____
NAME OF CITY, COUNTY AND STATE

Date of Birth: _____
Month Day Year

C. Are you a citizen of the United States? _____ If a naturalized citizen, time and place of naturalization? _____

D. Have you ever been convicted of a felony or otherwise disqualified to receive the license applied for by reason of any matter or thing contained in the Illinois Liquor Control Act or the Municipal Liquor Code? [] YES [] NO If "yes", name court of conviction _____

E. Have you ever made application for a liquor license for any other premises? _____

Date: _____ State deposition of application: _____

Give address: _____

F. Are you or is any other person, directly or indirectly interested in your place of business, a public official as defined in Sec 2 (14) Art VI of the Illinois Liquor Control Act? _____ If so, office held? _____

G. Has any license previously issued to you by any State or local authorities been SUSPENDED? _____ Date: _____

If so, state reasons therefor: _____

Where: _____

CITY

COUNTY

STATE

H. Has any license previously issued to you by any State or local authorities been REVOKED? _____ Date: _____

If so, state reasons therefor: _____

Where: _____

CITY

COUNTY

STATE

I. Will you comply with the Local Liquor Code and Regulations in connection therewith? _____

16. State the Names, Home addresses and DOB of all officers and directors of said Corporation:

Name (Last,First,MI)

Home Address (Street, City, State, Zip)

Date of Birth

17. If a majority interest in the stock of the Corporation is owned by one person, or his nominees, state the name and address of such person: _____

18. State the location and description of the premises or place of business which is to be operated under this license: (Attach a detailed diagram of property noting exits, entrances, location of bar, coolers and specific areas where retail liquor may be sold and consumed including and outside areas.)

Street Address: _____

Owner of Property: _____
Last First MI

Address: _____
Street/ PO Box City State Zip

Lease from: Month _____ Day _____ Year _____ TO

Month _____ Day _____ Year _____

(Attach copy of lease to this application)

19. As to any officer, the proposed Manager, or any Director of the Corporation, or a Stockholder owning more than five percent (5%) in the aggregate of the stock in said Corporation, state as follows: Have any of the above ever made application for similar license at a different premises?

No

A. If yes, the disposition and date of said application _____

B. State whether any of the above had a previous license revoked by the State, United States Government, or any political subdivision or city? No

C. If yes, the reasons therefor _____

20. List Name, Addresses and Phone Numbers of five (5) references:

<u>Danielle Delaney Davis</u>	<u>5 Rosin Highland</u>	<u>420-5042</u>
Name	Address	Phone

<u>Scott Korte</u>	<u>2957 Amberwood Dr. Highland</u>	<u>514-2262</u>
Name	Address	Phone

<u>Robin Cygan</u>	<u>2198 Stinkoenig School Rd. Highland</u>	<u>567-0826</u>
Name	Address	Phone

<u>Nicole Schweitzer</u>	<u>Troy</u>	<u>973-5036</u>
Name	Address	Phone

<u>Sara Davis</u>	<u>Highland</u>	<u>791-1544</u>
Name	Address	Phone

<u>Jenna Edwards</u>	<u>110 Koala Dove Manne</u>	<u>217-710-8484</u>
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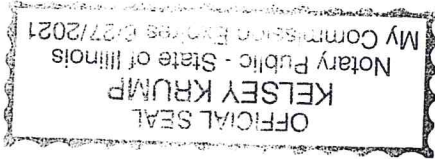
AFFIDAVIT
(PLEASE READ CAREFULLY BEFORE SIGNING)

I (We) do solemnly swear (or affirm) that the statements given above are true and correct to the best of my (our) knowledge and belief; that I (We) will comply with all regulations of Federal, State and Local Liquor Control Laws; that a copy of an ordinance governing the sale at retail of alcoholic liquors and beverages in this municipality has been furnished to me (us); that I (We) understand the same, and agree to comply with all the provisions set forth therein.

I (We) agree to submit a copy of the State of Illinois Retail Dealers License when received. I shall attach to this application a financial statement listing all assets and liabilities of all owners. I shall attach certificates of proof of coverage for dram shop insurance.

I (We) swear (or affirm) that I (We) will not violate any of the laws of the State of Illinois or of the United States of America in the conduct of the place of business described herein and that the statements contained in this application are true and correct and are made for the purpose of inducing the City of Highland, Illinois to issue the license herein applied for

SUBSCRIBED AND SWORN TO BEFORE ME THIS 30th DAY OF March, A.D., 2020



Kelsey Krump
Notary Public

(SEAL)

APPLICANT (S):

Brendy Holman

CLERK



City of Highland
Public Safety Department

Christopher J. Conrad, Public Safety Director

To: Honorable Mayor Michaelis, City Council and City Manager Latham

From: Chief Conrad

Date: March 31, 2020

Re: Liquor/Gaming license application for Old Cardinal Inn

Please see the attached application for a liquor/gaming license for a new business to be located on the site of the Old Cardinal Inn located behind the FCB Bank Building in the 100 Block of Walnut.

It is our understanding the applicants have a current contingency contract with the current owners of the property for the purchase contingent upon their ability to obtain a liquor/gaming license from the City of Highland.

Applicants were advised that there are no more current liquor/gaming licenses, so any additional would require an action by the council. Because of the urgency of the contingency contract, they have asked to be placed on the agenda to present their project plan to the city council.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 4, CANNABIS, REPEALING AND REPLACING ARTICLE I, AND ARTICLE II, AND OPTING OUT OF LICENSING CANNABIS DISPENSARIES IN CITY OF HIGHLAND

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, by previous Ordinance, City authorized the licensing of cannabis dispensaries in City; and

WHEREAS, subsequent to passage of the Ordinance authorizing the licensing of cannabis dispensaries in City, the issue was put on the ballot for an advisory referendum vote; and

WHEREAS, the advisory referendum question presented to City voters was, “SHOULD THE CITY OF HIGHLAND LICENSE AND PERMIT A CANNABIS DISPENSARY TO OPERATE WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF HIGHLAND?”; and

WHEREAS, by a vote of 1,047 no to 709 yes, the advisory referendum question failed; and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare, and economic welfare to repeal and replace Article I and Article II of Chapter 4, Cannabis, and opt out of licensing cannabis dispensaries in City; and

WHEREAS, City has determined the City Manager and/or Mayor is authorized and directed to execute any documents necessary to repeal and replace Article I and Article II of Chapter 4, Cannabis, and opt out of licensing cannabis dispensaries in City.

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

Section 1. Recitals. The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2. Adoption. The Municipal Code of the City of Highland, Illinois, shall be amended to state:

**CHAPTER 4
CANNABIS**

ARTICLE I. – RESERVED

ARTICLE II. – RESERVED

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 and approved by the Mayor of the City of Highland, Illinois, and deposited and filed in the office of the City Clerk on the _____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE CITY CODE OF ORDINANCES,
CHAPTER 90, ESTABLISHING ZONING REGULATIONS
FOR CANNABIS CRAFT GROWING FACILITIES
IN INDUSTRIAL ZONING DISTRICT IN CITY OF HIGHLAND**

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 the Cannabis Regulation and Tax Act (“Cannabis Act”) established licenses for the cultivation and dispensing of cannabis; and

WHEREAS, City has determined the Cannabis Act gives City the power to enact ordinances and rules reasonably governing the time, place, manner, and number of cannabis business establishment operations; and

WHEREAS, City has determined the Cannabis Act gives City the power to use its zoning authority to regulate the location and land use related operation of cannabis business establishments to limit any possible impact on adjacent land uses; and

WHEREAS, City has determined it necessary to amend the City Code of Ordinances to provide zoning for cannabis craft growing; and

WHEREAS, Chapter 90 of the City Code of Ordinances shall be amended to include the following:

Section 90-15. Definitions.

Adult-Use Cannabis Craft Grower: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis

and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

Indoor: Within a fully enclosed and secure structure that complies with the Building Codes adopted by the City and that has a complete roof enclosure supported by connecting walls extending from the ground to the roof, and a foundation slab or equivalent base to which the floor is secured and attached; further, the structure must be secure against unauthorized entry, accessible only through two (2) or more lockable doors, and constructed of solid materials that cannot be easily broken through, and plastic sheeting regardless of opacity or thickness does not satisfy this requirement. This definition is to be used in reference to *Adult-Use Cannabis Craft Grower* as previously stated in this section.

Outdoor: Any location that is not "*Indoor*" within a fully enclosed and secure structure as defined herein.

Section 90-201. Permitted and accessory use table.

Table 3.1 Principal and Accessory Uses	
Use is permitted by right:	•
Use permitted as a special use:	S
Use Permitted as Planned Use (PUD)	P
Use not permitted:	

Table 3.1.B – Principal Non-Residential Uses															
Use	R1 A	R1 B	R1 C	R1 D	R2 A	R2 B	R 3	C 1	C 2	C 3	C 4	I	M	M X	Supp. Regs
Adult- Use Cannabi s Craft Grower Facility												S			90.21 6

Sec. 90-216. – Adult-use cannabis craft grower facility.

- A. *General.* All Adult Use Cannabis Craft Grower licensees shall operate indoors only and only where licensed to operate. Adult-Use Cannabis Craft Growers shall conform to and meet all regulations established by the City and the State of Illinois. Nonconformance may be considered dissolution of the Special Use Permit and allowing for the revocation of a legal zoning use.
- B. *Distances* shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the City.
- C. *Setbacks.* No Adult-Use Cannabis Establishment may be located within one thousand five hundred (1,500) feet of another Adult-Use Cannabis Establishment. Such setback shall be measured from property line to property line. Such distances shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the city zoning administrator.
- D. *Perimeter setbacks.* Unless otherwise limited under this chapter, the perimeter setback for an Adult-Use Cannabis Establishment shall be the same as that of the zoning district in which it is located.
- E. *Minimum yard requirements.* Unless otherwise limited under this chapter, an Adult-Use Cannabis Establishment must meet the requirements for the zoning district in which it is located.
- F. *Exterior signage.*
 - 1. Except as otherwise provided for in this chapter, all signage shall be limited to one (1) flat wall sign not to exceed ten (10) square feet in area, and one (1) identification sign not to exceed two (2) square feet. This identification sign may only include the Adult-Use Cannabis Craft Grower Facility address.
 - 2. Electronic message boards and temporary signs are not permitted.
 - 3. Signs shall not include any realistic or stylized graphical representation of the cannabis plant or its parts, or any realistic or stylized graphical representation of drug paraphernalia, or cartoonish imagery oriented toward youth.
- G. *Age and access limitations.* It shall be unlawful for any Adult-Use Cannabis Business Establishment to allow any person who is not at least twenty-one (21) years of age on the premises. Adult-Use Cannabis Business Establishment shall not employ anyone under the age of twenty-one (21) years.
- H. *Security and video surveillance.*
 - 1. The Adult-Use Cannabis Business Establishment shall be an enclosed, locked facility and shall provide and maintain adequate security on the premises, including lighting, video surveillance and alarms reasonably designed to ensure the safety of persons and

to protect the premises from theft. The fence must be adequately secure to prevent unauthorized entry and include gates tied to an access control system.

2. The Adult-Use Cannabis Business Establishment parking area, cultivation, production, warehousing areas and shipping bays and entrance shall be monitored by video surveillance equipment whose live images can be viewed by Adult-Use Cannabis Business Establishment staff and continually recorded in a tamper proof format.
 3. A sign shall be posted in a prominent location at each entrance to the facility which reads: "These premises are under constant video surveillance."
 4. A sign shall be posted in a conspicuous location at each entrance to the facility that reads: "Persons under 21 years of age not permitted on these premises."
 5. The City shall review the adequacy of lighting, security and video surveillance installations with assistance from the City's Police Chief.
 6. The loading of product shall occur within secure enclosed shipping bays and shall not be visible from the exterior of the building.
 7. An Adult-Use Cannabis Business Establishment shall report all criminal activities to all appropriate law enforcement agencies immediately upon discovery.
- I. *Conduct on site.* Except as otherwise provided for in this chapter, it shall be unlawful to engage in the retail sale of medical cannabis or medical cannabis infused products at or on the site of an Adult-Use Cannabis Business Establishment.
- J. *Additional Requirements.* Petitioner shall install building enhancements, such as security cameras, lighting or other improvements, as set forth in the Special Use Permit, to ensure the safety of employees and customers of the adult-use cannabis business establishments, as well as its environs. Said improvements shall be determined based on the specific characteristics of the floor plan for an Adult-Use Cannabis Business Establishment and the site on which it is located, consistent with the requirements of the Act.

WHEREAS, City Staff recommended to the Combined Planning and Zoning Board ("CPZB") that it should approve City Code of Ordinances Chapter 90 text amendments, including: Section 90-15. Definitions; Section 90-201. Permitted and accessory use table; Sec. 90-216. – Adult-use cannabis craft grower facility (*See* Staff Report attached hereto as **Exhibit A**); and

WHEREAS, the Combined Planning and Zoning Board recommended to the City Council that it approve City Code of Ordinances Chapter 90 text amendments, including: Section 90-15. Definitions; Section 90-201. Permitted and accessory use table; Sec. 90-216. – Adult-use cannabis craft grower facility (*See* CPZB Report attached hereto as **Exhibit B**); and

WHEREAS, the City Council finds it should approve City Code of Ordinances Chapter 90 text amendments, including: Section 90-15. Definitions; Section 90-201. Permitted and accessory use table; Sec. 90-216. – Adult-use cannabis craft grower facility.

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. City Council approves City Code of Ordinances Chapter 90 text amendments, including: Section 90-15. Definitions; Section 90-201. Permitted and accessory use table; Sec. 90-216. – Adult-use cannabis craft grower facility, as follows:

Section 90-15. Definitions.

Adult-Use Cannabis Craft Grower: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

Indoor: Within a fully enclosed and secure structure that complies with the Building Codes adopted by the City and that has a complete roof enclosure supported by connecting walls extending from the ground to the roof, and a foundation slab or equivalent base to which the floor is secured and attached; further, the structure must be secure against unauthorized entry, accessible only through two (2) or more lockable doors, and constructed of solid materials that cannot be easily broken through, and plastic sheeting regardless of opacity or thickness does not satisfy this requirement. This definition is to be used in reference to *Adult-Use Cannabis Craft Grower* as previously stated in this section.

Outdoor: Any location that is not "*Indoor*" within a fully enclosed and secure structure as defined herein.

Section 90-201. Permitted and accessory use table.

Table 3.1 Principal and Accessory Uses	
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Table 3.1.B – Principal Non-Residential Uses															
Use	R1 A	R1 B	R1 C	R1 D	R2 A	R2 B	R 3	C 1	C 2	C 3	C 4	I	M	M X	Supp. Regs
Adult- Use Cannabi s Craft Grower Facility												S			90.21 6

Sec. 90-216. – Adult-use cannabis craft grower facility.

- A. *General.* All Adult Use Cannabis Craft Grower licensees shall operate indoors only and only where licensed to operate. Adult-Use Cannabis Craft Growers shall conform to and meet all regulations established by the City and the State of Illinois. Nonconformance may be considered dissolution of the Special Use Permit and allowing for the revocation of a legal zoning use.
- B. *Distances* shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the City.
- C. *Setbacks.* No Adult-Use Cannabis Establishment may be located within one thousand five hundred (1,500) feet of another Adult-Use Cannabis Establishment. Such setback shall be measured from property line to property line. Such distances shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the city zoning administrator.
- D. *Perimeter setbacks.* Unless otherwise limited under this chapter, the perimeter setback for an Adult-Use Cannabis Establishment shall be the same as that of the zoning district in which it is located.
- E. *Minimum yard requirements.* Unless otherwise limited under this chapter, an Adult-Use Cannabis Establishment must meet the requirements for the zoning district in which it is located.
- F. *Exterior signage.*
 - 1. Except as otherwise provided for in this chapter, all signage shall be limited to one (1) flat wall sign not to exceed ten (10) square feet in area, and one (1) identification sign not to exceed two (2) square feet. This identification sign may only include the Adult-Use Cannabis Craft Grower Facility address.
 - 2. Electronic message boards and temporary signs are not permitted.

3. Signs shall not include any realistic or stylized graphical representation of the cannabis plant or its parts, or any realistic or stylized graphical representation of drug paraphernalia, or cartoonish imagery oriented toward youth.
- G. *Age and access limitations.* It shall be unlawful for any Adult-Use Cannabis Business Establishment to allow any person who is not at least twenty-one (21) years of age on the premises. Adult-Use Cannabis Business Establishment shall not employ anyone under the age of twenty-one (21) years.
- H. *Security and video surveillance.*
1. The Adult-Use Cannabis Business Establishment shall be an enclosed, locked facility and shall provide and maintain adequate security on the premises, including lighting, video surveillance and alarms reasonably designed to ensure the safety of persons and to protect the premises from theft. The fence must be adequately secure to prevent unauthorized entry and include gates tied to an access control system.
 2. The Adult-Use Cannabis Business Establishment parking area, cultivation, production, warehousing areas and shipping bays and entrance shall be monitored by video surveillance equipment whose live images can be viewed by Adult-Use Cannabis Business Establishment staff and continually recorded in a tamper proof format.
 3. A sign shall be posted in a prominent location at each entrance to the facility which reads: "These premises are under constant video surveillance."
 4. A sign shall be posted in a conspicuous location at each entrance to the facility that reads: "Persons under 21 years of age not permitted on these premises."
 5. The City shall review the adequacy of lighting, security and video surveillance installations with assistance from the City's Police Chief.
 6. The loading of product shall occur within secure enclosed shipping bays and shall not be visible from the exterior of the building.
 7. An Adult-Use Cannabis Business Establishment shall report all criminal activities to all appropriate law enforcement agencies immediately upon discovery.
- I. *Conduct on site.* Except as otherwise provided for in this chapter, it shall be unlawful to engage in the retail sale of medical cannabis or medical cannabis infused products at or on the site of an Adult-Use Cannabis Business Establishment.
- J. *Additional Requirements.* Petitioner shall install building enhancements, such as security cameras, lighting or other improvements, as set forth in the Special Use Permit, to ensure the safety of employees and customers of the adult-use cannabis business establishments, as well as its environs. Said improvements shall be determined based on the specific characteristics of the floor plan for an Adult-Use Cannabis Business Establishment and the site on which it is located, consistent with the requirements of the Act.

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 and approved by the Mayor of the City of Highland, Illinois and deposited and filed in the office of the City Clerk on the _____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



City of Highland

Building and Zoning

Meeting Date: April 1, 2020

From: Breann Speraneo, Director of Community Development

Text Amendment: Section 90-15, 90-201, 90-216

Description: Zoning regulations for craft growing facilities

Proposal Summary

The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to allow for craft growing facilities to be a special use within the C-3 and Industrial zoning districts.

Purpose

Craft growing facilities are legal in Illinois when a license is issued by the State of Illinois Department of Agriculture. Implementing zoning regulations for craft growing will allow the City of Highland to be considered as a location for this industry and regulate any craft growing facility that selects a site within city limits.



City of Highland

Building and Zoning

Proposed Text

Section 90-15. Definitions.

Adult-Use Cannabis Craft Grower: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

Indoor: Within a fully enclosed and secure structure that complies with the Building Codes adopted by the City and that has a complete roof enclosure supported by connecting walls extending from the ground to the roof, and a foundation slab or equivalent base to which the floor is secured and attached; further, the structure must be secure against unauthorized entry, accessible only through two (2) or more lockable doors, and constructed of solid materials that cannot be easily broken through, and plastic sheeting regardless of opacity or thickness does not satisfy this requirement.

Outdoor: Any location that is not "indoor" within a fully enclosed and secure structure as defined herein.

Section 90-201. Permitted and accessory use table.

Table 3.1 Principal and Accessory Uses	
Use is permitted by right:	•
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Use Permitted as Planned Use (PUD)	P
Use not permitted:	

Table 3.1.B – Principal Non-Residential Uses															
Use	R1A	R1B	R1C	R1D	R2A	R2B	R3	C1	C2	C3	C4	I	M	MX	Supp. Regs
Adult-Use Cannabis Craft Grower Facility										S		S			90.216



City of Highland Building and Zoning

Sec. 90-216. – Adult-use cannabis craft grower facility.

- A. *General.* All Adult Use Cannabis Craft Grower licensees shall operate indoors only and only where licensed to operate. Adult-Use Cannabis Craft Growers shall conform to and meet all regulations established by the City and the State of Illinois. Nonconformance may be considered dissolution of the Special Use Permit and allowing for the revocation of a legal zoning use.
- B. *Distances* shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the City.
- C. *Setbacks.* No Adult-Use Cannabis Establishment may be located within one thousand five hundred (1,500) feet of another Adult-Use Cannabis Establishment. Such setback shall be measured from property line to property line. Such distances shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the city zoning administrator.
- D. *Perimeter setbacks.* Unless otherwise limited under this chapter, the perimeter setback for an Adult-Use Cannabis Establishment shall be the same as that of the zoning district in which it is located.
- E. *Minimum yard requirements.* Unless otherwise limited under this chapter, an Adult-Use Cannabis Establishment must meet the requirements for the zoning district in which it is located.
- F. *Exterior signage.*
1. Except as otherwise provided for in this chapter, all signage shall be limited to one (1) flat wall sign not to exceed ten (10) square feet in area, and one (1) identification sign not to exceed two (2) square feet. This identification sign may only include the Adult-Use Cannabis Craft Grower Facility address.
 2. Electronic message boards and temporary signs are not permitted.
 3. Signs shall not include any realistic or stylized graphical representation of the cannabis plant or its parts, or any realistic or stylized graphical representation of drug paraphernalia, or cartoonish imagery oriented toward youth.
- G. *Age and access limitations.* It shall be unlawful for any Adult-Use Cannabis Business Establishment to allow any person who is not at least twenty-one (21) years of age on the premises. Adult-Use Cannabis Business Establishment shall not employ anyone under the age of twenty-one (21) years.
- H. *Security and video surveillance.*
1. The Adult-Use Cannabis Business Establishment shall be an enclosed, locked facility and shall provide and maintain adequate security on the premises, including lighting, video surveillance and alarms reasonably designed to ensure the safety of persons and to protect the premises from theft. The fence must be adequately secure to prevent unauthorized entry and include gates tied to an access control system.
 2. The Adult-Use Cannabis Business Establishment parking area, cultivation, production, warehousing areas and shipping bays and entrance shall be monitored by video surveillance equipment whose live images can be viewed by Adult-Use Cannabis Business Establishment staff and continually recorded in a tamper proof format.
 3. A sign shall be posted in a prominent location at each entrance to the facility which reads: "These premises are under constant video surveillance."



City of Highland Building and Zoning

4. A sign shall be posted in a conspicuous location at each entrance to the facility that reads: "Persons under 21 years of age not permitted on these premises."
 5. The City shall review the adequacy of lighting, security and video surveillance installations with assistance from the City's Police Chief.
 6. The loading of product shall occur within secure enclosed shipping bays and shall not be visible from the exterior of the building.
 7. An Adult-Use Cannabis Business Establishment shall report all criminal activities to all appropriate law enforcement agencies immediately upon discovery.
- I. *Conduct on site.* Except as otherwise provided for in this chapter, it shall be unlawful to engage in the retail sale of medical cannabis or medical cannabis infused products at or on the site of an Adult-Use Cannabis Business Establishment.
- J. *Additional Requirements.* Petitioner shall install building enhancements, such as security cameras, lighting or other improvements, as set forth in the Special Use Permit, to ensure the safety of employees and customers of the adult-use cannabis business establishments, as well as its environs. Said improvements shall be determined based on the specific characteristics of the floor plan for an Adult-Use Cannabis Business Establishment and the site on which it is located, consistent with the requirements of the Act.



City of Highland
Building and Zoning

Exhibit "C"

Determination for Zoning Text Amendment

Date Advertised: 3-11-20 & 3-12-20
Public Hearing Date: 4-1-20

On April 1, 2020, the City of Highland Combined Planning and Zoning Board at its regular meeting approved/denied a Zoning Text Amendment for the following:

The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to allow for craft growing facilities to be a special use within the C-3 and Industrial zoning districts.

The City Council will consider the recommendation of the Combined Planning and Zoning Board at the April 6, 2020 meeting of the City Council.

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

Conditions (if any): THE MOTION WAS AMENDED TO REMOVE THE C3 ZONING CLASSIFICATION

Chairperson of the Combined Planning and Zoning Board

APRIL 1, 2020

Date

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE CITY OF HIGHLAND MUNICIPAL CODE
CHAPTER 4, CANNABIS, TO PERMIT CRAFT GROWING OF CANNABIS
IN INDUSTRIAL ZONING DISTRICTS**

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 the Illinois legislature passed the Cannabis Regulation and Tax Act (“Cannabis Act”); and

WHEREAS, City has determined under the Cannabis Act, Illinois residents over twenty-one (21) years of age may legally possess 30 grams of marijuana flower and five grams of marijuana concentrate for their personal use; and

WHEREAS, City has determined the Cannabis Act established licenses for the cultivation and dispensing of cannabis; and

WHEREAS, City has determined the Cannabis Act gives City the power to enact ordinances and rules reasonably governing the time, place, manner, and number of cannabis business establishment operations; and

WHEREAS, City has determined the Cannabis Act gives City the power to use its zoning authority to regulate the location and land use related operation of cannabis business establishments to limit any possible impact on adjacent land uses; and

WHEREAS, City has determined the Cannabis Act gives City the power to enact ordinances and rules reasonably governing licensing, fees, taxing and the internal operation of Adult-Use Cannabis Craft Growers in compliance with the Cannabis Act; and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare, and economic welfare to establish an ordinance for cannabis licensing of Adult-Use Cannabis Craft Growers within the corporate boundaries of City; and

WHEREAS, City has determined the City Manager and/or Mayor is authorized and directed to execute any documents necessary to establish an ordinance for cannabis licensing of Adult-Use Cannabis Craft Growers within the corporate boundaries of City, and to issue cannabis licenses in accordance with the laws of the State of Illinois and the requirements, rules and regulations as stated herein.

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

Section 1. Recitals. The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2. Adoption. The Municipal Code of the City of Highland, Illinois, shall be amended by the addition of Chapter 4 that will read as follows:

**CHAPTER 4
CANNABIS**

ARTICLE III. – CRAFT GROWING

Sec. 4-3-1. – Definitions.

Adult-Use Cannabis Craft Grower, whether singular or plural, means a facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

Indoor, whether singular or plural, means within a fully enclosed and secure structure that complies with the Building Codes adopted by the City and that has a complete roof enclosure supported by connecting walls extending from the ground to the roof, and a foundation slab or equivalent base to which the floor is secured and attached; further, the structure must be secure against unauthorized entry, accessible only through two (2) or more lockable doors, and constructed of solid materials that cannot be easily broken through, and plastic sheeting regardless of opacity or thickness does not satisfy this requirement.

Outdoor whether singular or plural, means any location that is not "indoor" within a fully enclosed and secure structure as defined herein.

Sec. 4-3-2. – Zoning.

Adult-Use Cannabis Craft Growers are restricted to Special Use Permits in Industrial zoning districts. All Adult Use Cannabis Craft Grower licensees shall operate indoors only and only where licensed to operate. Adult-Use Cannabis Craft Growers shall conform to and meet all regulations established by the City and the State of Illinois. Nonconformance may be considered dissolution of the Special Use Permit and allowing for the revocation of a legal zoning use.

Sec. 4-3-3. – License Required.

Adult-Use Cannabis Craft Growers shall not operate a facility without a license issued by the City of Highland pursuant to this Chapter, in addition to a license issued by the State of Illinois.

Sec. 4-3-4. - Term.

Adult Use Cannabis Craft Growers shall have a license issued by the City of Highland and State of Illinois pursuant to this chapter and the license shall be an annual license and shall expire on January 2nd next following its issuance and every year thereafter requiring an application for renewal.

Sec. 4-3-5. - Number of licenses.

By separate ordinance, the City Council may set a limitation upon the number of licenses for Adult Use Cannabis Craft Growers. As licenses are revoked, expire without renewal, or for any reason cease to exist, the total number of licenses for each classification shall automatically be reduced until the total number of licenses issued for each class shall not exceed the number authorized by the City Council.

By separate resolution, the City Council may authorize the Cannabis Commissioner, or his/her designee, to issue a license to an Adult Use Cannabis Craft Grower, but only if City Council has determined a license may be awarded pursuant to State of Illinois law and all of the requirements, rules and regulations of this chapter.

All potential licensees shall apply for and must receive a special use permit from City for any location where the potential Adult Use Cannabis Craft Grower facility may be located. The special use permit must be reviewed by the City Combined Planning and Zoning Board and approved by the City Council. Special Use permits shall only be considered for areas zoned as follows:

- (1) Use permitted as a special use (SUP): Industrial.

The following limits are established on the number of Adult Use Cannabis Craft Grower licenses

Class B: 1

Sec. 4-3-6. - Application.

(a) Applications for an Adult Use Cannabis Craft Grower license shall be made to the Cannabis Commissioner, on a form provided by the Cannabis Commissioner. Each such application shall be in writing, signed by the applicant or by a duly authorized officer of an entity, verified by oath or affidavit. In addition to the provided form, the licensee applicant shall be responsible for submitting any additional information that may be required by the Cannabis Commissioner. The Cannabis Commissioner reserves the right to refuse to accept any application if it is not completed to the satisfaction of the Cannabis Commissioner.

Applications shall include the following information:

- (1) Site Plan. A Site Plan of the Adult Use Cannabis Craft Grower's proposed location, including:
 - a. Nature of the structure to be used for the purpose of the Adult Use Cannabis Craft Grower's operation;
 - b. Demonstration that the facility meets the conditions for an indoor, enclosed, locked facility;
 - c. Distance from all other facilities and uses requiring setbacks as provided for in the City Code;
 - d. Location of video surveillance equipment;
 - e. Location, height and nature of any fences or any other barriers meant to provide security for the site;
 - f. Nature and adequacy of supervision and security at the site.
- (2) State fees. Evidence demonstrating that all State of Illinois required fees have been paid.
- (3) Limitation of liability. At the time of submission of an application, the petitioner shall submit a written acknowledgement that the petitioner agrees to and accepts the limitations of liability and the requirement to indemnify, hold harmless and defend the City and the City's employees and agents, including that: the City shall not be liable to the Adult Use Cannabis Craft Grower's employees, customers, qualifying patients or caregivers, qualifying patient's or caregiver's employer or employees, family members or guests, for any damage, injury, accident, loss, compensation or claim, based on, arising out of, or resulting from the property for which the zoning is requested being used, including, but not limited to, the following: arrest, seizure of persons or property, prosecution pursuant to federal or state laws, any fire, robbery, theft, mysterious disappearance or any other casualty;

or the actions of any other registrants or persons. This limitation of liability provision shall survive expiration or the early termination of the license if the license is granted, or dissolution of use or any subsequent change in zoning.

(4) Provision of notice. At the time of submission of an Application under this Section, the petitioner shall submit a signed statement certifying that the petitioner has actual notice that, notwithstanding state law and any action by the City, that:

- a. Cannabis is currently a prohibited Schedule I controlled substance under federal law;
- b. Participation in either the Illinois Compassionate Use of Medical Cannabis Program or the Illinois Cannabis Regulation and Taxation Act is permitted only to the extent provided by the strict requirements of the Acts and subsequent implementing regulations;
- c. Any activity not sanctioned by the Medical Cannabis Program Act and its subsequent implementing regulations may be a violation of state law and may result in the revocation of zoning;
- d. Growing, distribution or possessing cannabis in any capacity, except through a federally-approved research program, is a violation of federal law;
- e. Use of cannabis may affect an individual's ability to receive federal or state licensure in other areas;
- f. Use of cannabis, in tandem with other conduct, may be a violation of state or federal law;
- g. Participation in the Illinois Compassionate Use of Medical Cannabis Program, Illinois Cannabis Regulation and Tax Act, or approval of zoning by the City does not authorize any person to violate federal or state law and, other than as set out in the Illinois Compassionate Use of Medical Cannabis Program Act and the Illinois Cannabis Regulation and Tax Act, and does not provide any immunity from or affirmative defense to arrest or prosecution under federal or state law; and
- h. Petitioners for the Adult Use Cannabis Craft Grower license from the City shall indemnify, hold harmless, and defend the City for any and all civil or criminal penalties resulting from participation in the Compassionate Use of Medical Cannabis Program and the Illinois Cannabis Regulation and Tax Act.

(b) In addition to the application, the applicant or the managing partners or officers of the owning entity of the applicant and the on-site managers of the applicant must undergo a criminal background check, including but not limited to finger printing under the direction of the Highland Chief of Police or his/her designee.

(c) An affidavit, executed by a duly authorized officer or managing partner, stating that all members, officers, managers, general partners, directors, stockholders or limited partners owning 5 percent or more of the legal entity applying for a City of

Highland Adult Use Cannabis Craft Grower license have no criminal convictions in any jurisdiction.

Sec. 4-3-7. - Restrictions on issuance.

No Adult Use Cannabis Craft Grower license shall be issued:

- (a) To an individual or entity declared ineligible for a license under the Act, as amended from time to time, or to a person, partnership, limited liability company, corporation, or legal entity of any kind not eligible for an Illinois Adult Use Cannabis Craft Grower license

- (b) No Adult Use Cannabis Craft Grower license shall be issued to any location within 1000 feet of any school, park, church, or any other location if said location would violate any City zoning ordinances.

- (c) No Adult Use Cannabis Craft Grower license shall be issued to any location that would violate City of Highland zoning ordinances.

Sec. 4-3-8. - Distance between licensed premises.

- (a) No Adult Use Cannabis Craft Grower license shall be issued for property or in any premises within 1500 feet of another Adult Use Cannabis Craft Grower.

Sec. 4-3-9. - Fees.

The Adult Use Cannabis Craft Grower license fee for City of Highland shall be \$5,000.00 annually, paid at the time of renewal on or before January 2nd of each year, regardless of what month the license was initially issued.

Sec. 4-3-10. - Nature of license; transfer; expiration.

- (a) An Adult Use Cannabis Craft Growers license shall be purely a privilege, good for a period not to exceed one (1) year unless revoked according to law, and shall not constitute property, or be subject to attachment, garnishment or execution, or be alienable, assignable, transferable or subject to encumbrment, and shall cease upon the death, or insolvency or cessation of operation of the licensee or the filing for bankruptcy protection.

- (b) A licensee shall not enter into any agreement with a person or entity, whether it be a lease, management or other agreement, that would allow the person or entity to utilize the license in the operation of the person's or entity's business wherein the licensee maintains an interest of any kind whatsoever in the license.

(c) If a licensee's business is inactive for a period of three (3) consecutive months, the license shall become null and void. For the purposes of this Section, the word "inactive" shall mean that the business has ceased operating.

Sec. 4-3-11. - Renewal of license.

(a) An Adult Use Cannabis Craft Grower license may be renewed at the expiration of its term, provided the applicant is qualified to receive a license under the then current requirements and the premises for which such renewal license is sought are suitable for such purposes; and further, that the renewal privilege herein provided for shall not be construed as a vested right which shall in any case prohibit the Mayor and City Council from decreasing the number of licenses to be issued within the jurisdiction of the Mayor and the City Council.

(b) The renewal application shall be on a form prescribed by the Cannabis Commissioner. Additionally, all licensees or an authorized representative thereof, are required to attend an annual meeting convened by the Cannabis Commissioner, if so called.

Sec. 4-3-12. - Change of location of business.

An Adult Use Cannabis Craft Grower license shall permit operation only in the premises described in the application and license.

Sec. 4-3-13 - Display.

Each licensee shall display the Adult Use Cannabis Craft Grower license in plain view in a conspicuous place on the premises.

Sec. 4-3-14 – Principal Use.

Adult Use Cannabis Craft Grower shall be considered a principal use and cannot have an accessory use not directly related to the that principal cannabis use, and shall not operate as a home occupation.

Sec. 4-3-15 – Security and Video Surveillance.

1. The Adult Use Cannabis Craft Grower facility shall be an indoor, enclosed, locked facility and shall provide and maintain adequate security on the premises, including lighting, video surveillance and alarms reasonably designed to ensure the safety of persons and to protect the premises from theft. The fence must be adequately secure to prevent unauthorized entry and include gates tied to an access control system.
2. The Adult Use Cannabis Craft Grower facility parking area, cultivation, production, warehousing areas and shipping bays and entrance shall be monitored by video surveillance equipment whose live images can be viewed by staff and continually recorded in a tamper proof format.

3. A sign shall be posted in a prominent location at each entrance to the facility which reads: "These premises are under constant video surveillance."
4. The City shall review the adequacy of lighting, security and video surveillance installations with assistance from the City's Police Chief.
5. The loading of product shall occur within secure enclosed shipping bays and shall not be visible from the exterior of the building.
6. An Adult Use Cannabis Craft Grower facility shall report all criminal activities to all appropriate law enforcement agencies immediately upon discovery.

Sec. 4-3-16 – Odor Emissions.

1. Odors. Any cannabis odor shall be contained within the Adult Use Cannabis Craft Grower facility so that the odor of cannabis cannot be detected from any abutting use or property by a person with a normal functioning sense of smell. If any cannabis odor can be smelled from any abutting use or property, the Adult Use Cannabis Craft Grower facility shall be required to implement measures necessary to contain the odor, including, but not limited to, installation of ventilation equipment.
2. No person, tenant, occupant, or property owner shall permit the emission of cannabis odor from any source to result in detectable odors that leave the premises upon which they originated and interfere with the reasonable and comfortable use and enjoyment of another's property.
3. Whether or not a cannabis odor emission interferes with the reasonable and comfortable use and enjoyment of a property shall be measured against the objective standards of a reasonable person of normal sensitivity.
4. A cannabis odor emission shall be deemed to interfere with the reasonable and comfortable use and enjoyment of property if cannabis odor is detectable outside the premises.
5. No person shall be convicted of a violation of this section unless the City has delivered or posted a written warning, in the previous twelve (12) months, that conduct violating this chapter is occurring or has occurred.
 - a. The person, tenant, occupant, or property owner must abate the cannabis odor emission within seven (7) days after the warning is delivered or posted.
 - b. Seven (7) or more days after a warning is posted or delivered, a separate violation of this chapter occurs on each day that the cannabis odor emission repeats or continues.
 - c. The warning shall cite this section.
 - d. The warning may be delivered personally or posted on the property.

- e. It shall be presumed that a person charged under this chapter received the warning if the warning was either: (i) delivered to the property owner, a tenant, or an occupant; or (ii) posted on the property.

Sec. 4-3-17 – Severability.

In the event that any provision of this chapter, or any part thereof, or any application thereof to any person or circumstance, is for any reason held to be unconstitutional or otherwise invalid or ineffective by a court of competent jurisdiction on its face or as applied, such holding shall not affect the validity or effectiveness of any of the remaining provisions of this chapter, or any part thereof, or any application thereof to any person or circumstance or of said provision as applied to any other person or circumstance.

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 and approved by the Mayor of the City of Highland, Illinois, and deposited and filed in the office of the City Clerk on the _____ day of _____, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

CITY OF HIGHLAND

EOM WARRANT # 1161

March 31, 2020

001	General Fund	\$	-
011	TIF#2 Debt Repayment Fund	\$	-
007	Community Development	\$	-
008	Motor Fuel Tax Fund	\$	-
009	Parks & Recreation Fund	\$	-
050	Street Bond	\$	-
101	Electric Fund	\$	719,414.84
006	TIF #1	\$	-
111	Fiber To The Premise Fund	\$	-
207	Water Depr/Equip Repl	\$	-
201	Water Fund	\$	-
301	Sewer Fund	\$	-
401	Ambulance Fund	\$	-
713	Solid Waste Fund	\$	-
706	Liability Insurance	\$	-
705	Audit Fund	\$	-
802	Payroll Account	\$	<u>34,672.83</u>
	TOTAL WARRANT	\$	754,087.67

CITY CLERK
March 31, 2020

MAYOR

Accounts Payable

Computer Check Proof List by Vendor

User: rdixon
 Printed: 03/18/2020 - 10:03AM
 Batch: 00007.03.2020

Invoice No	Description	Amount	Payment Date	Acct Number
Vendor: 4513	Russell C Simon PR Batch 00002.03.2020 Withholding order Russell Simo	134.00	03/18/2020	Check Sequence 802-000-1-216-
	Check Total:	134.00		
Vendor: 3077	State Disbursement Unit PR Batch 00002.03.2020 Child Support State Disb Unit	325.53	03/18/2020	Check Sequence 802-000-1-216-
	Check Total:	325.53		
Vendor: 2954	Vantagepoint Trans Agts-301638 PR Batch 00002.03.2020 ICMA	1,446.00	03/18/2020	Check Sequence 802-000-1-215-
	Check Total:	1,446.00		
Vendor: 1059	IMEA			Check Sequence
FEBRUARY	FEBRUARY PURCHASE POWER	-1,410.74	03/20/2020	101-000-4-346-
FEBRUARY	FEBRUARY PURCHASE POWER	-44,844.00	03/20/2020	101-000-4-346-
FEBRUARY	FEBRUARY PURCHASE POWER	765,669.58	03/20/2020	101-102-5-390-
	Check Total:	719,414.84		
Vendor: 1603	AFLAC			Check Sequence
	PR Batch 00001.03.2020 AFLAC Accident Ins	200.04	03/03/2020	802-000-1-216-
	PR Batch 00001.03.2020 AFLAC Critical Illness	37.15	03/03/2020	802-000-1-216-
	PR Batch 00001.03.2020 AFLAC Hospital	61.88	03/03/2020	802-000-1-216-
	PR Batch 00002.03.2020 AFLAC Critical Illness	37.15	03/18/2020	802-000-1-216-
	PR Batch 00002.03.2020 AFLAC Accident Ins	200.04	03/18/2020	802-000-1-216-
	PR Batch 00002.03.2020 AFLAC Hospital	61.88	03/18/2020	802-000-1-216-
	Check Total:	598.14		
Vendor: 3040	AFLAC			Check Sequence
	PR Batch 00001.03.2020 AFLAC Short Term Disability	306.44	03/03/2020	802-000-1-216-
	EOM ADJUSTMENT	-0.02	03/31/2020	802-000-1-216-
	PR Batch 00002.03.2020 AFLAC Short Term Disability	306.44	03/18/2020	802-000-1-216-
	Check Total:	612.86		
Vendor: 5558	BUSEY BANK			Check Sequence
	PR Batch 00001.03.2020 Pol Pension	6,105.76	03/03/2020	802-000-1-215-
	PR Batch 00002.03.2020 Pol Pension	6,105.76	03/18/2020	802-000-1-215-
	Check Total:	12,211.52		
Vendor: 5610	Guardian			Check Sequence
	EOM ADJUSTMENT	2.97	03/31/2020	802-000-1-216-
	PR Batch 00001.03.2020 Guardian Life Ins Benefit	246.42	03/03/2020	802-000-1-216-
	EOM ADJUSTMENT	73.70	03/31/2020	802-000-1-216-
	EOM ADJUSTMENT	160.93	03/31/2020	802-000-1-216-
	PR Batch 00001.03.2020 Vision Benefit	52.26	03/03/2020	802-000-1-216-
	PR Batch 00001.03.2020 Guardian Voluntary Life/AD&D	975.90	03/03/2020	802-000-1-216-
	PR Batch 00001.03.2020 Guardian Voluntary Vision	400.68	03/03/2020	802-000-1-216-
	PR Batch 00001.03.2020 Guardian Dental Premium	1,063.50	03/03/2020	802-000-1-216-
	PR Batch 00001.03.2020 Guardian Dental Benefit	2,116.56	03/03/2020	802-000-1-216-
	PR Batch 00002.03.2020 Vision Benefit	52.26	03/18/2020	802-000-1-216-
	PR Batch 00002.03.2020 Guardian Dental Benefit	2,116.56	03/18/2020	802-000-1-216-
	PR Batch 00002.03.2020 Guardian Dental Premium	1,063.50	03/18/2020	802-000-1-216-
	EOM ADJUSTMENT	1,046.54	03/31/2020	802-000-1-216-
	PR Batch 00002.03.2020 Guardian Voluntary Life/AD&D	975.90	03/18/2020	802-000-1-216-
	PR Batch 00002.03.2020 Guardian Voluntary Vision	400.68	03/18/2020	802-000-1-216-
	PR Batch 00002.03.2020 Guardian Life Ins Benefit	245.79	03/18/2020	802-000-1-216-
	Check Total:	10,994.15		
Vendor: 4021	Highland Area Community Foundation			Check Sequence
	PR Batch 00002.03.2020 Highland Employee Foundation	127.67	03/18/2020	802-000-1-216-
	PR Batch 00001.03.2020 Highland Employee Foundation	127.67	03/03/2020	802-000-1-216-
	Check Total:	255.34		

Vendor: 2958	I U O E Local 399			Check Sequence
	PR Batch 00002.03.2020 IUOE Dues	787.23	03/18/2020	802-000-1-216-
	PR Batch 00001.03.2020 IUOE Dues	787.23	03/03/2020	802-000-1-216-
	Check Total:	1,574.46		
Vendor: 3901	IAFF Local 3672			Check Sequence
	PR Batch 00002.03.2020 IAFF Dues	470.00	03/18/2020	802-000-1-216-
	PR Batch 00001.03.2020 IAFF Dues	470.00	03/03/2020	802-000-1-216-
	Check Total:	940.00		
Vendor: 3625	IL Fraternal Order Of Police			Check Sequence
	PR Batch 00002.03.2020 FOP Dues	624.00	03/18/2020	802-000-1-216-
	PR Batch 00001.03.2020 FOP Dues	624.00	03/03/2020	802-000-1-216-
	Check Total:	1,248.00		
Vendor: 3913	SW IL IBEW NECA Svc. Center			Check Sequence
	PR Batch 00002.03.2020 IBEW Basic \$	556.75	03/18/2020	802-000-1-216-
	PR Batch 00002.03.2020 IBEW Dues %	901.70	03/18/2020	802-000-1-216-
	PR Batch 00001.03.2020 IBEW Dues %	968.85	03/03/2020	802-000-1-216-
	Check Total:	2,427.30		
Vendor: 4513	Russell C Simon			Check Sequence
	PR Batch 00003.03.2020 Withholding order Russell Simo	134.00	03/31/2020	802-000-1-216-
	Check Total:	134.00		
Vendor: 3077	State Disbursement Unit			Check Sequence
	PR Batch 00003.03.2020 Child Support State Disb Unit	325.53	03/31/2020	802-000-1-216-
	Check Total:	325.53		
Vendor: 2954	Vantagepoint Trans Agts-301638			Check Sequence
	PR Batch 00003.03.2020 ICMA	1,446.00	03/31/2020	802-000-1-215-
	Check Total:	1,446.00		
	<u>GRAND TOTAL:</u>	<u>\$ 754,087.67</u>		

CITY OF HIGHLAND

WARRANT # 1162

April 6, 2020

001	General Fund	\$	172,644.68
006	TIF #1	\$	5,327.11
007	Community Development	\$	7,055.39
008	Motor Fuel Tax Fund	\$	391.32
009	Parks & Recreation Fund	\$	47,977.19
050	Street Bond	\$	33,562.24
101	Electric Fund	\$	39,927.88
012	Business District A	\$	219,684.47
111	Fiber To The Premise Fund	\$	46,583.02
208	Water Alt Bond Int & Red	\$	-
201	Water Fund	\$	25,484.56
301	Sewer Fund	\$	919,946.11
401	Ambulance Fund	\$	8,387.92
713	Solid Waste Fund	\$	125,396.72
706	Liability Insurance	\$	-
309	2013 Sewer Bond Construction	\$	-
802	Payroll Account	\$	-
	TOTAL WARRANT	\$	1,652,368.61

CITY CLERK
April 6, 2020

MAYOR

Accounts Payable

Computer Check Proof List by Vendor

User: rdixon
 Printed: 04/03/2020 - 12:31PM
 Batch: 00003.04.2020

Invoice No	Description	Amount	Payment Date	Acct Number
Vendor: 8184 84702	A 1 Security Specialist Inc new doors push/pull plates for locker room doors at krc	1,612.08	04/07/2020	Check Sequence: 1 009-009-5-390-00
	Check Total:	1,612.08		
Vendor: 3938 4219	Ace Hardware ACE HARDWARE OPERATING SUPPLIES	37.96	04/07/2020	Check Sequence: 2 111-111-5-430-00
4219	ACE HARDWARE OPERATING SUPPLIES	552.69	04/07/2020	009-009-5-450-00
4219	ACE HARDWARE OPERATING SUPPLIES	29.75	04/07/2020	101-101-5-450-00
4219	ACE HARDWARE OPERATING SUPPLIES	29.97	04/07/2020	009-016-5-450-00
4219	ACE HARDWARE OPERATING SUPPLIES	7.17	04/07/2020	101-102-5-450-00
4219	ACE HARDWARE OPERATING SUPPLIES	391.16	04/07/2020	009-016-5-430-00
4219	ACE HARDWARE OPERATING SUPPLIES	25.48	04/07/2020	009-009-5-430-00
4219	ACE HARDWARE OPERATING SUPPLIES	20.05	04/07/2020	301-303-5-450-00
4219	ACE HARDWARE OPERATING SUPPLIES	20.06	04/07/2020	201-203-5-430-00
4219	ACE HARDWARE OPERATING SUPPLIES	55.86	04/07/2020	001-011-5-430-00
	Check Total:	1,170.15		
Vendor: 2294 INV01149824 INV01149824.1	ADVANCED MEDIA TECHNOLOGIES, INC. Quantenna AC Single Port WVAP Quantenna AC Single Port WVAP - FREIGHT	588.00 28.50	04/07/2020 04/07/2020	Check Sequence: 3 111-111-5-530-00 111-111-5-530-00
	Check Total:	616.50		
Vendor: 2632 9098795584	Airgas USA,LLC OXYGEN	96.65	04/07/2020	Check Sequence: 4 401-401-5-430-00
	Check Total:	96.65		
Vendor: 2430 2020-0795	Aladtec, Inc. ONLINE EMPLOYEE SCHEDULING SYSTEM TIMECLOCK 5/12/2020 -5/11/2021	2,557.00	04/07/2020	Check Sequence: 5 401-401-5-390-00
	Check Total:	2,557.00		
Vendor: 60 11365709 50548056 50548846 50549006	Altec Industries Inc 970245123 Buckadjuster 6' Rope Lanyard TRUCK 59- BOLTS BACKED OUT OF LOWER BOOM LIFT CYLINDER PIN TRUCK 30- ROMOTE NOT LINKNIG, BOOM CUTS OUT, REBUILD TAMP TRUCK 36- REPLACE JIB HOOK SAFETY LATCH	210.71 275.00 2,173.08 459.45	04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 6 101-104-5-440-00 101-104-5-360-00 101-104-5-360-00 101-104-5-360-00
	Check Total:	3,118.24		
Vendor: 5194 433664795756 433758969876 434873853883 435858779669 448766647499 453943973446 464597985393 579574859557 654955499736 763968456498 789594345868 789884694783 797366658935 849479765436 849479765436 93448495747 966797955978 995665634785	AMAZON CAPITAL SERVICES insoles for work boots GARAGE DOOR CLICKERS FOR SHOP CABLE HOOK AND V-RUNG Smead Fastener File Folders for City Hall. Register Paper for KRC Acroprint Replacement Ribbon Time - Clock for WTP. Kiddie Combination Key Lockers for Fire Dept. Pilot Precisse Pens for City Hall. 6TB HARD DRIVE FOR PD CAMERA SYSTEM STAMP FOR DAN COOK WCC pickleball splys EnviroCare HEPA Eden Pure Bags for Street & Alley. Sealing Solution Postage Supplies for City Hall. indoor outdoor clock for outdoor pool fans for krc HP 902 Ink Cartridges for City Hall. Smead End Tab File Folders for City Hall. 4TB HARD DRIVE FOR PD CAMERA SYSTEM	25.46 48.12 70.00 46.98 24.99 14.09 108.44 6.96 168.83 15.88 38.97 18.74 75.76 23.99 132.12 119.63 43.68 102.35	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 7 009-016-5-440-00 101-101-5-430-00 111-111-5-430-00 001-000-0-157-00 001-000-0-157-00 001-000-0-157-00 001-000-0-157-00 001-000-0-157-00 001-012-5-470-00 101-101-5-410-00 009-016-5-430-00 001-000-0-157-00 001-000-0-157-00 009-503-5-430-00 009-009-5-430-00 001-000-0-157-00 001-000-0-157-00 001-000-0-157-00 001-012-5-470-00
	Check Total:	1,084.99		
Vendor: 4674 13081-42014 1477059018 2634386099 5983358251 7059173000 7516714005 7516714005 7516714005	Ameren Illinois evergreen st. lite OPTIONAL LIGHTING CHARGE GAS SERVICES GAS SERVICES Utilities GAS CHARGE GAS CHARGE GAS CHARGE	70.82 26.93 167.24 175.98 194.99 296.04 592.08 296.04	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 8 101-104-5-330-00 101-104-5-330-00 001-014-5-330-00 001-014-5-330-00 001-017-5-330-00 001-013-5-330-00 101-101-5-330-00 201-203-5-330-00

7516714005	GAS CHARGE	296.03	04/07/2020	301-303-5-330-00
7952834891	GAS CHARGE	58.04	04/07/2020	101-102-5-330-00
84072-38735	1100 main stree utilities	128.05	04/07/2020	009-009-5-330-00
	Check Total:	2,302.24		
Vendor: 3076	ANIXTER, INC.			Check Sequence: 9
4475053-00	TB20000965502 Crossarm BraclessTangent F	915.00	04/07/2020	101-104-5-430-00
4480633-00	Credit-TB20000965502 Crossarm BraclessTangent F	-915.00	04/07/2020	101-104-5-430-00
4523096-01	UA9AL	21.36	04/07/2020	101-104-5-430-00
4535367-00	J8812	181.50	04/07/2020	101-104-5-430-00
4535367-00	J113	68.00	04/07/2020	101-104-5-430-00
4535367-00	J8814	138.00	04/07/2020	101-104-5-430-00
4535367-00	J8818	138.75	04/07/2020	101-104-5-430-00
4540406-00	64003R1	264.50	04/07/2020	101-104-5-430-00
	Check Total:	812.11		
Vendor: 2058	Aramark Uniform Services			Check Sequence: 10
315883551	FEBRUARY RUG SERVICES	5.75	04/07/2020	101-101-5-390-00
315883552	FEBRUARY UNIFORM & RUG SERVICES	30.01	04/07/2020	101-102-5-390-00
315883553	FEBRUARY RUG SERVICES	38.97	04/07/2020	111-111-5-390-00
315883560	FEBRUARY RUG SERVICES	46.50	04/07/2020	001-011-5-390-00
315909814	FEBRUARY RUG SERVICES	35.05	04/07/2020	101-101-5-390-00
315909815	FEBRUARY UNIFORM & RUG SERVICES	35.15	04/07/2020	101-102-5-390-00
315909823	FEBRUARY RUG SERVICES	25.50	04/07/2020	001-012-5-390-00
315936078	FEBRUARY RUG SERVICES	5.75	04/07/2020	101-101-5-390-00
315936079	FEBRUARY UNIFORM & RUG SERVICES	30.01	04/07/2020	101-102-5-390-00
315936080	FEBRUARY RUG SERVICES	38.97	04/07/2020	111-111-5-390-00
315962421	FEBRUARY RUG SERVICES	35.05	04/07/2020	101-101-5-390-00
315962422	FEBRUARY UNIFORM & RUG SERVICES	35.15	04/07/2020	101-102-5-390-00
315962430	FEBRUARY RUG SERVICES	25.50	04/07/2020	001-012-5-390-00
	Check Total:	387.36		
Vendor: 20843	Kaley Armour			Check Sequence: 11
781429	Cancelled party reimbursement - COVID19	150.00	04/07/2020	009-009-4-347-79
	Check Total:	150.00		
Vendor: 1168	Association of Illinois Electric Cooperatives			Check Sequence: 12
10009113	METER SCHOOL- BARKLEY AND KYLE	600.00	04/07/2020	101-104-5-240-00
	Check Total:	600.00		
Vendor: 5591	AssuredPartners Cornerstone LLC			Check Sequence: 13
16816	COBRA QUALIFYING EVENT LETTERS PRODUCED-SDURBIN, SRIGGS, CSTRaub	30.00	04/07/2020	001-011-5-390-00
	Check Total:	30.00		
Vendor: 2715	AT&T MOBILITY			Check Sequence: 14
287237079690X	EMS AIR CARDS	68.65	04/07/2020	401-401-5-390-50
	Check Total:	68.65		
Vendor: 20536	ATIS Elevator Inspections LLC			Check Sequence: 15
pr51867	KRC elevator inspection fee	202.50	04/07/2020	009-009-5-390-00
	Check Total:	202.50		
Vendor: 195	Aviston Lumber Company			Check Sequence: 16
56636	HI STRENGHT ANCHOR EPOXY, LAG THRD EYEBOLT	23.97	04/07/2020	001-014-5-380-00
	Check Total:	23.97		
Vendor: 237	Banner Fire Equipment Inc			Check Sequence: 17
01P14760	MOBILE GEAR STORAGE RACK	1,268.40	04/07/2020	401-401-5-470-00
01P14886	ADAPTER 5"STORZ x 6 MNH RIGID	145.00	04/07/2020	001-014-5-470-00
01S5825	MTN/REPAIRS TO #1523 A/C SYSTEM AND COMPRESSOR MTN	2,712.62	04/07/2020	001-014-5-360-10
	Check Total:	4,126.02		
Vendor: 2387	Barco Products Company			Check Sequence: 18
INVRCO15493	replacement board family to reimburse	191.96	04/07/2020	009-016-5-390-00
	Check Total:	191.96		
Vendor: 1890	BASS COMPANY LLC			Check Sequence: 19
6453	Business Cards - Breann Speraneo	77.99	04/07/2020	001-013-5-430-00
	Check Total:	77.99		
Vendor: 354	Battery Specialist + Golf Cars HGD			Check Sequence: 20
HG14437-IN	Replacements for Computer APC back-ups, fire alarm, Lift Station	179.55	04/07/2020	301-304-5-450-00

	Check Total:		179.55		
Vendor: 5685 200036	BEST Engineered Systems Technology Group LLC FIBER SPLICE 03/11/2020 (QTY 12)		1,080.00	04/07/2020	Check Sequence: 21 111-111-5-390-00
	Check Total:		1,080.00		
Vendor: 401 P57569	Bobcat of St. Louis Arm Wipe, Blade		52.54	04/07/2020	Check Sequence: 22 301-304-5-450-00
	Check Total:		52.54		
Vendor: 5609 INV03202020	BOKF, NA- Corporate Trust DEBT CERTIFICATE LIMITED TAX SERIES 2020- PAYING AGENT FEE		150.00	04/07/2020	Check Sequence: 23 012-012-5-390-00
	Check Total:		150.00		
Vendor: 1291 83546418 83546419	Bound Tree Medical, LLC EMS SUPPLIES EMS SUPPLIES		84.54 70.14	04/07/2020 04/07/2020	Check Sequence: 24 401-401-5-430-00 401-401-5-430-00
	Check Total:		154.68		
Vendor: 353 71979	Brandt Muffler's weld in pipe dump truck s/l park		50.00	04/07/2020	Check Sequence: 25 009-016-5-360-10
	Check Total:		50.00		
Vendor: 5006 BMS53914	Brenntag Mid South Inc Chlorine		480.00	04/07/2020	Check Sequence: 26 201-202-5-490-00
	Check Total:		480.00		
Vendor: 5547 0242442101 0242442101	BRIDGEWELL RESOURCES HOLDINGS LLC Class 3- 40ft Class 3- 30ft		9,840.00 1,589.00	04/07/2020 04/07/2020	Check Sequence: 27 101-104-5-540-10 101-104-5-540-10
	Check Total:		11,429.00		
Vendor: 360 21628 G129003 G129085 G129085 G129308 G129308 G129308 G129410	Broadway Battery & Tire MIRCOWAVE FOR POWERPLANT 2002 silverado anual maint. Labor patch tire Labor patch tire 2001 Chev. Blazer - PW - Oil Change, Intake Gasket Repair, 2001 Chev. Blazer - PW - Oil Change, Intake Gasket Repair, 2001 Chev. Blazer - PW - Oil Change, Intake Gasket Repair, Manure Spreader 4 Tire Replacement		315.00 158.78 4.00 4.00 185.21 185.20 185.21 1,196.50	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 28 101-102-5-470-00 009-016-5-360-10 201-203-5-390-00 301-303-5-390-00 201-201-5-360-10 301-303-5-360-10 001-017-5-360-10 301-304-5-360-00
	Check Total:		2,233.90		
Vendor: 5669 020034	C.T.R CONCRETE & BUILDERS, INC. Power Plant Concrete Work		4,644.00	04/07/2020	Check Sequence: 29 101-102-5-380-00
	Check Total:		4,644.00		
Vendor: 1909 13825	Carl's Four Wheel Drive & Performance Center LLC GATE SPRING FOR MOWING TRAILER		60.00	04/07/2020	Check Sequence: 30 101-102-5-450-00
	Check Total:		60.00		
Vendor: 5686 18050F769083	CCMSI for RMA VEHICLE MTN/REPAIRS TO PATROL CAR (VIN#88290)		13,663.42	04/07/2020	Check Sequence: 31 001-012-5-360-10
	Check Total:		13,663.42		
Vendor: 1661 C0M50439	Home Box Office Cinemax MARCH VIDEO CONTENT FEE		50.00	04/07/2020	Check Sequence: 32 111-111-5-390-52
	Check Total:		50.00		
Vendor: 456 009697-000 009697-000 009697-001 009697-004 009697-008 009697-009 009697-010 009697-027 009697-028 015010-000 015010-001	City Of Highland UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES UTILITY CHARGES		210.79 491.82 52.46 1,919.05 9.55 77.40 3,514.90 9.55 15.00 1,638.45 242.55	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 33 001-013-5-330-00 101-101-5-330-00 101-102-5-330-00 101-102-5-330-00 101-102-5-330-00 101-102-5-330-00 101-102-5-330-00 101-102-5-330-00 101-102-5-330-00 101-102-5-330-00 111-111-5-330-00 111-111-5-330-00
	Check Total:		8,181.52		

Vendor: 457	City Of Highland			Check Sequence: 34
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	108.54	04/07/2020	009-016-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	757.24	04/07/2020	009-016-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	350.53	04/07/2020	001-012-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	36.12	04/07/2020	001-000-0-157-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	131.14	04/07/2020	009-715-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	38.18	04/07/2020	101-102-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	470.17	04/07/2020	009-009-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	807.92	04/07/2020	001-011-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	107.17	04/07/2020	001-017-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	24.98	04/07/2020	111-111-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	223.30	04/07/2020	001-017-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	84.18	04/07/2020	201-203-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	84.18	04/07/2020	301-303-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	181.84	04/07/2020	001-013-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	51.66	04/07/2020	009-016-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	88.57	04/07/2020	201-202-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	384.73	04/07/2020	101-101-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	110.31	04/07/2020	301-304-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	108.57	04/07/2020	401-401-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	37.12	04/07/2020	001-014-5-430-00
MARCH 2020	MARCH CENTRAL PURCHASING SUPPLIES	9.98	04/07/2020	111-111-5-430-00

Check Total: 4,196.43

Vendor: 451	City Of Highland Electric			Check Sequence: 35
010097-009320	utilities outdoor pool	47.61	04/07/2020	009-503-5-330-00
010097-014320	utilities WCC	1,720.97	04/07/2020	009-016-5-330-00
010097-022320	utilities cemetery	59.90	04/07/2020	009-715-5-330-00
010097-025320	utilities KRC	8,078.23	04/07/2020	009-009-5-330-00
010097-026320	utilities parks	1,605.81	04/07/2020	009-016-5-330-00
010101-000320	utilities - highland quarterback club	61.10	04/07/2020	009-016-5-330-00
010101-001320	utilities - highland quarterback club	45.02	04/07/2020	009-016-5-330-00

Check Total: 11,618.64

Vendor: 464	City Utilities			Check Sequence: 36
005784-000	POLICE STATION UTILITIES	928.99	04/07/2020	001-012-5-330-00
005784-002	RADIO TOWER UTILITIES	150.46	04/07/2020	001-012-5-330-00
005784-003	RADIO SHED UTILITIES	18.79	04/07/2020	001-012-5-330-00
006518-000	Utilities	156.81	04/07/2020	201-201-5-330-00
006518-002	Utilities	63.02	04/07/2020	001-017-5-330-00
006518-003	Utilities	442.90	04/07/2020	001-017-5-330-00
006518-005	Utilities	192.38	04/07/2020	201-203-5-330-00
006518-005	Utilities	192.37	04/07/2020	301-303-5-330-00
006518-006	Utilities	107.85	04/07/2020	201-203-5-330-00
006518-006	Utilities	107.86	04/07/2020	301-303-5-330-00
006518-007	Utilities	84.19	04/07/2020	201-203-5-330-00
006518-007	Utilities	84.19	04/07/2020	301-303-5-330-00
006518-022	Utilities	12,049.34	04/07/2020	301-304-5-330-00
006518-023	Utilities	80.67	04/07/2020	301-304-5-330-22
006518-024	Utilities	88.20	04/07/2020	301-304-5-330-22
006518-025	Utilities	37.50	04/07/2020	301-305-5-330-00
006518-026	Utilities	52.56	04/07/2020	301-304-5-330-22
006518-027	Utilities	33.44	04/07/2020	301-304-5-330-22
006518-028	Utilities	74.93	04/07/2020	201-202-5-330-00
006518-031	Utilities	869.23	04/07/2020	201-202-5-330-00
006518-032	Utilities	7,239.73	04/07/2020	201-202-5-330-00
006518-033	Utilities	29.29	04/07/2020	201-202-5-330-00
006518-035	Utilities	596.80	04/07/2020	301-304-5-330-00
006518-036	Utilities	179.17	04/07/2020	001-017-5-330-00
006519-000	UTILITY SERVICES- CITY HALL	1,430.42	04/07/2020	001-011-5-330-00
006736-000	UTILITY SERVICES- STATION #1	516.67	04/07/2020	001-014-5-330-00
006736-001	UTILITY SERVICES- STATION #2	299.82	04/07/2020	001-014-5-330-00
006736-002	UTILITY SERVICES- HELIPRT	24.83	04/07/2020	401-401-5-330-00
006736-003	UTILITY SERVICES- SILVER LAKE RD	10.80	04/07/2020	001-014-5-330-00

Check Total: 26,143.21

Vendor: 20844	Ron Clarkin			Check Sequence: 37
Prestige Estate	HOA assoc meeting room rental - cancelled COVID19	45.00	04/07/2020	009-009-4-347-77

Check Total: 45.00

Vendor: 5491	KIMBERLY A. COLE			Check Sequence: 38
1167	PRETREATMENT CONSULTING, MANAGEMENT/HACH	1,650.00	04/07/2020	301-304-5-230-00

Check Total: 1,650.00

Vendor: 2822	Compustitch Embroidery			Check Sequence: 39
02-24-2020	3 Shirts - City Emblem.	28.50	04/07/2020	001-017-5-440-00
17195	SEW SHIRTS FOR BEN PRICE	57.00	04/07/2020	101-104-5-440-00

Check Total: 85.50

Vendor: 2527	Constellation NewEnergy Gas Division, LLC			Check Sequence: 40
2850040	GAS SERVICES	277.05	04/07/2020	001-017-5-330-00
2850040	GAS SERVICES	184.00	04/07/2020	001-017-5-330-00
2850040	GAS SERVICES	69.98	04/07/2020	111-111-5-330-00
2850040	GAS SERVICES	167.87	04/07/2020	201-202-5-330-00
2850040	GAS SERVICES	87.89	04/07/2020	009-016-5-330-00
2850040	GAS SERVICES	158.49	04/07/2020	111-111-5-330-00
2850040	GAS SERVICES	1,204.30	04/07/2020	009-009-5-330-00
2850040	GAS SERVICES	50.59	04/07/2020	001-012-5-330-00
2850040	GAS SERVICES	134.89	04/07/2020	001-014-5-330-00
	Check Total:	2,335.06		
Vendor: 2189	CONTINENTAL RESEARCH CORPORATION			Check Sequence: 41
0012423	SPRAY ALL cleaner	177.62	04/07/2020	009-009-5-450-00
0012597	disinfectant wipes	274.88	04/07/2020	009-009-5-450-00
	Check Total:	452.50		
Vendor: 5678	CHRISTINE CRAUSE			Check Sequence: 42
2019-07-17 0005	AMBULANCE REFUND	30.00	04/07/2020	401-401-5-390-25
	Check Total:	30.00		
Vendor: 2345	Crawford, Murphy & Tilly Inc			Check Sequence: 43
0208474	Professional Services from 2/1/2020 to 2/28/2020	720.00	04/07/2020	001-013-5-390-00
0208587	DESIGN ENG ASSOCIATED WITH IMPROVEMENTS TO CITY WRF	31,575.58	04/07/2020	301-304-5-505-00
	Check Total:	32,295.58		
Vendor: 2358	Daiber Towing			Check Sequence: 44
15465	TOW CAR 3 POLICE DEPT.	50.00	04/07/2020	001-012-5-390-00
	Check Total:	50.00		
Vendor: 2518	DALECHEK TECHNOLOGY GROUP			Check Sequence: 45
7205	SQL MIGRATION	13.00	04/07/2020	001-014-5-391-00
7205	SQL MIGRATION	27.00	04/07/2020	001-017-5-391-00
7205	SQL MIGRATION	93.00	04/07/2020	401-401-5-391-00
7205	SQL MIGRATION	40.00	04/07/2020	301-304-5-391-00
7205	SQL MIGRATION	33.00	04/07/2020	001-013-5-391-00
7205	SQL MIGRATION	13.00	04/07/2020	301-301-5-391-00
7205	SQL MIGRATION	13.00	04/07/2020	201-203-5-391-00
7205	SQL MIGRATION	27.00	04/07/2020	201-202-5-391-00
7205	SQL MIGRATION	13.00	04/07/2020	201-201-5-391-00
7205	SQL MIGRATION	47.00	04/07/2020	111-111-5-391-00
7205	SQL MIGRATION	13.00	04/07/2020	101-104-5-391-00
7205	SQL MIGRATION	13.00	04/07/2020	101-102-5-391-00
7205	SQL MIGRATION	173.00	04/07/2020	001-012-5-391-00
7205	SQL MIGRATION	13.00	04/07/2020	301-303-5-391-00
7205	SQL MIGRATION	53.00	04/07/2020	101-101-5-391-00
7205	SQL MIGRATION	27.00	04/07/2020	009-503-5-391-00
7205	SQL MIGRATION	190.00	04/07/2020	001-011-5-391-00
7205	SQL MIGRATION	53.00	04/07/2020	009-016-5-391-00
7205	SQL MIGRATION	93.00	04/07/2020	009-009-5-391-00
7205	SQL MIGRATION	13.00	04/07/2020	007-007-5-391-00
	Check Total:	960.00		
Vendor: 3396	Dave Schmidt Truck Service Inc			Check Sequence: 46
T91106	2013 Intl. Truck #63 -Bell Housing Damage- Parts, Labor, Repair.	15,203.62	04/07/2020	001-017-5-360-10
	Check Total:	15,203.62		
Vendor: 2611	Dell Marketing L P			Check Sequence: 47
10379808955	NEW MONIOTRS DISPATCH&JACKIE	499.97	04/07/2020	001-012-5-470-00
	Check Total:	499.97		
Vendor: 5050	DexYP			Check Sequence: 48
610044645384	MARCH PHONE LISTING	36.30	04/07/2020	001-012-5-390-00
610044645384	MARCH PHONE LISTING	48.80	04/07/2020	101-101-5-390-00
610044645384	MARCH PHONE LISTING	52.50	04/07/2020	111-111-5-390-00
610044645384	MARCH PHONE LISTING	87.40	04/07/2020	001-011-5-390-00
	Check Total:	225.00		
Vendor: 4184	DigitalArtz LLC			Check Sequence: 49
8412	graphic logo for inside at krc plus installation	269.50	04/07/2020	009-009-5-390-00
8412	graphic logo for rinderer park plus installation	55.37	04/07/2020	009-016-5-390-00
	Check Total:	324.87		
Vendor: 5682	DIVERSIFIED DIESEL SERVICES, LLC			Check Sequence: 50

1017	REPAIR/WELD PASSENGER SEAT SHOCK BASE- UNIT 1544	22.50	04/07/2020	401-401-5-360-10
	Check Total:	22.50		
Vendor: 2483 31552327	Ronald Donoho REIMBURSEMENT OF SAFETY BOOTS- BUCHHEIT	175.00	04/07/2020	Check Sequence: 51 301-304-5-440-00
	Check Total:	175.00		
Vendor: 20045 INV03312020	Dr. Wood Trees & Landscape TREE WORK ON SECTOR #1, REMOVAL OF LG MAPLE STUMP	3,650.00	04/07/2020	Check Sequence: 52 001-017-5-390-22
	Check Total:	3,650.00		
Vendor: 10058 22072 25257	Drive Social Media SOCIAL MEDIA MONTHLY SERVICE- JANUARY2020 SOCIAL MEDIA MONTHLY SERVICE	1,166.67 1,166.67	04/07/2020 04/07/2020	Check Sequence: 53 007-007-5-390-33 001-011-5-390-00
	Check Total:	2,333.34		
Vendor: 20091 120961012	ECOLAB hand sanitizer	215.95	04/07/2020	Check Sequence: 54 009-009-5-430-00
	Check Total:	215.95		
Vendor: 20627 853 857 858	Energy Wise replace bad v condensing fan motor with OEM replacement on mainr new operating controller and controller display part only for po replace broken belts with new on pool pak and damper adjustment	2,216.00 4,957.00 342.00	04/07/2020 04/07/2020 04/07/2020	Check Sequence: 55 009-009-5-390-00 009-009-5-390-00 009-009-5-390-00
	Check Total:	7,515.00		
Vendor: 5086 932602	Environmental Resource Associates DMR_QA MiniSet #2, Complex & Simple Nutrients	451.30	04/07/2020	Check Sequence: 56 301-304-5-430-00
	Check Total:	451.30		
Vendor: 679 30390	Essenpreis Plumbing & Htg installed a new shower door assembly and installed an anchor on	1,818.00	04/07/2020	Check Sequence: 57 009-009-5-390-00
	Check Total:	1,818.00		
Vendor: 8548 7881 7889	Everlasting Etch ACCOUNTABILITY TAGS ACCOUNTABILITY TAGS	31.25 12.50	04/07/2020 04/07/2020	Check Sequence: 58 001-014-5-430-00 001-014-5-430-00
	Check Total:	43.75		
Vendor: 2786 ILHIG77445	Fastenal HARDWARE SUPPLIES	45.37	04/07/2020	Check Sequence: 59 111-111-5-430-00
	Check Total:	45.37		
Vendor: 4089 B-19-190141 B-19-190254 B-19-190256 B-19-190303 B-20-020018 B-20-020018 1	Leslie E Fear 2924 Herzog Ln - Electrical Rough-in Inspection 5 A and B Jason's Pointe - Meter Base Inspection 1222 Laurel St - Final Electrical Inspection 110 Sunbeam - Final Electrical Inspection 1209 12th St - Electrical Rough-in Inspection 1209 12th St - Electrical Service Inspection	360.00 120.00 60.00 60.00 22.50 22.50	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 60 001-013-5-390-81 001-013-5-390-81 001-013-5-390-81 001-013-5-390-81 001-013-5-390-81 001-013-5-390-81
	Check Total:	645.00		
Vendor: 2191 1111090017	Ferrellgas propane for cemetery	85.38	04/07/2020	Check Sequence: 61 009-715-5-330-00
	Check Total:	85.38		
Vendor: 745 S1212679.003 S1215737.002 S1216382.001 S1216706.001	Fletcher Reinhardt Company CREDIT MEMO FOR S1212679.001 PO#7471 UA9AJ LS-0125 3512	-165.24 26.40 348.00 130.00	04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 62 101-104-5-430-00 101-104-5-430-00 101-104-5-430-00 101-104-5-430-00
	Check Total:	339.16		
Vendor: 5602 16769	FRED WEBER REINFORCED CONCRETE PRODUCTS, INC. Pipe for Trestle parking lot.	1,229.00	04/07/2020	Check Sequence: 63 009-016-5-430-00
	Check Total:	1,229.00		
Vendor: 1098 6186541901 6186542146 6186543568	FRONTIER Local Service form 3/1/2020 to 3/31/2020 PHONE SERVICE- STATION #2 PHONE SERVICES- ALARM	40.06 47.70 47.62	04/07/2020 04/07/2020 04/07/2020	Check Sequence: 64 001-013-5-310-00 001-014-5-310-00 001-011-5-310-00

6186544671	POLICE DEPT FAX LINE	40.17	04/07/2020	001-012-5-310-00
6510017320	telephone exp krc security system	171.04	04/07/2020	009-009-5-310-00
6541026320	telephone exp WCC fax	47.62	04/07/2020	009-016-5-310-00
	Check Total:	394.21		
Vendor: 5332 8040746	GILMORE BELL PUBLIC SAFETY FACILITY DEBT CERTIFICATES	25,000.00	04/07/2020	Check Sequence: 65 012-012-5-390-00
	Check Total:	25,000.00		
Vendor: 2226 141000598-1	GLOBAL TECHNICAL SYSTEMS, INC KENWOOD RADIO REPAIR	184.08	04/07/2020	Check Sequence: 66 401-401-5-360-00
	Check Total:	184.08		
Vendor: 858 9314589274 9314879965 9315116987 9315149215 9315149215.1 9315322698 9315322698.1	Graybar TII NETWORK STATION PROTECTORS Model 1001 American Casting HME TII NETWORK STATION PROTECTORS - CREDIT MEMO FOR CORRECT PRICE DROP WIRE CLIPS - MACLEAN POWER DROP WIRE CLIPS - MACLEAN POWER - FREIGHT 1000' spool outdoor Cat6 General Cable 1000' spool outdoor Cat6 General Cable- FREIGHT	279.00 1,080.00 -79.60 364.29 39.37 377.49 29.39	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 67 111-111-5-470-00 101-104-5-430-00 111-111-5-470-00 111-111-5-470-00 111-111-5-470-00 111-111-5-530-00 111-111-5-530-00
	Check Total:	2,089.94		
Vendor: 3333 0121190-IN 0121210-CM	GREAT LAKES DATA SYSTEMS SOFTWARE LICENSE RENEWAL FEES BAM! REGISTRATION FOR AIMMING & JBAUER- CREDIT CANCELLED	7,000.00 -1,690.00	04/07/2020 04/07/2020	Check Sequence: 68 111-111-5-390-00 111-111-5-240-00
	Check Total:	5,310.00		
Vendor: 5680 2020-01-27	JUDITH GRUNER AMBULANCE REFUND	12.92	04/07/2020	Check Sequence: 69 401-401-5-390-25
	Check Total:	12.92		
Vendor: 20845 782614	Amy Harless cancelled party due to COVID19	150.00	04/07/2020	Check Sequence: 70 009-009-4-347-79
	Check Total:	150.00		
Vendor: 8271 THRU 03/11/2020	Howard Harris swim stroke personal trainer fee	225.00	04/07/2020	Check Sequence: 71 009-009-5-390-09
	Check Total:	225.00		
Vendor: 1662 C0H65800	Home Box Office HBO MARCH VIDEO CONTENT FEE	457.50	04/07/2020	Check Sequence: 72 111-111-5-390-52
	Check Total:	457.50		
Vendor: 10041 03-02-2020	Hediger's Backhoe Inc. Sewer Job at 712 7th St.	200.00	04/07/2020	Check Sequence: 73 301-303-5-390-00
	Check Total:	200.00		
Vendor: 3801 ILEASTITLEPLATE	Jackie Heimbunger PLATES AND TITLE FOR ILEAS VEHICLE,	160.00	04/07/2020	Check Sequence: 74 001-012-5-390-00
	Check Total:	160.00		
Vendor: 5255 2019-11-17 0001	HFS AMBULANCE REFUND	41.27	04/07/2020	Check Sequence: 75 401-401-5-390-25
	Check Total:	41.27		
Vendor: 936 E1738	Highland Chamber Of Commerce 4 TICKETS TO RACING INTO THE 20'S OLD WICKS FACTORY	160.00	04/07/2020	Check Sequence: 76 001-011-5-390-00
	Check Total:	160.00		
Vendor: 1423 200-301537 200-303703320 200-303706320 200-303712320 200-303713 200-303714 200-303716 200-304025 200-304045 200-305702 200-369460	Highland Communication Services HCS SERVICES- HCS telephone/tv/computer krc telephone/tv/computer wcc telephone/tv/computer pks HCS SERVICES- STATION # 2 COMMUNICATION CHARGES TV,PHONE,INTERNET POLICE DEPT HCS SERVICES- STATION # 1 HCS SERVICES- HACSM HCS SERVICES- EMS COMMUNICATION CHARGES	493.39 334.23 2.00 2.00 2.00 2.00 494.90 2.00 51.95 285.90 85.95	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 77 111-111-5-390-50 009-009-5-390-50 009-016-5-390-50 009-016-5-390-50 001-014-5-390-50 101-102-5-390-50 001-012-5-310-00 001-014-5-390-50 001-011-5-390-50 401-401-5-390-50 001-013-5-390-50

200-369460	COMMUNICATION CHARGES	85.95	04/07/2020	101-101-5-390-50
200-527315	Enterprise Bundle 3/8/2020 to 4/7/2020	158.00	04/07/2020	001-013-5-310-00
	Check Total:	2,000.27		
Vendor: 4863 03-11-2020	Highland Community School Dist 40 Cases of paper -	992.80	04/07/2020	Check Sequence: 78 001-000-0-157-00
	Check Total:	992.80		
Vendor: 8069 231401	Hillyard St Louis Inc general cleaning supplies	267.29	04/07/2020	Check Sequence: 79 009-009-5-450-00
	Check Total:	267.29		
Vendor: 1944 271517	Hoffman Boots BROK CHASTEEN AND PAUL BECKER BOOTS	783.00	04/07/2020	Check Sequence: 80 101-104-5-440-00
	Check Total:	783.00		
Vendor: 3199 329461	Home Nursery Inc highland plaza square trees/plants	334.40	04/07/2020	Check Sequence: 81 009-016-5-390-22
	Check Total:	334.40		
Vendor: 3101 317201	Home Telenetworks Inc REPAIR OF BURIED TELEPHONE LINE	207.52	04/07/2020	Check Sequence: 82 101-104-5-390-00
	Check Total:	207.52		
Vendor: 1867 20-00887568	Howard Technology Solutions NEW COMPUTER DET DIV. ALLEN	848.00	04/07/2020	Check Sequence: 83 001-012-5-391-00
	Check Total:	848.00		
Vendor: 1852 2020	Huddle House 2020 BUSINESS DISTRICT INCENTIVE	2,086.28	04/07/2020	Check Sequence: 84 007-007-5-820-05
	Check Total:	2,086.28		
Vendor: 1024 0064471 3875	IACP IACP RENEWAL CHIEF CONRAD IACP CONF. #3875 C. CONRAD	190.00 370.00	04/07/2020 04/07/2020	Check Sequence: 85 001-012-5-390-00 001-012-5-240-00
	Check Total:	560.00		
Vendor: 3633 RT-10 MARCH RT-2 MARCH	ILLINOIS DEPT OF REVENUE MARCH TELECOMMUNICATIONS INFRASTRUCTURE MTN FEE RETURN MARCH TELECOMMUNICATIONS TAX RETURN	115.93 3,045.15	04/07/2020 04/07/2020	Check Sequence: 86 111-111-5-390-00 111-111-5-390-00
	Check Total:	3,161.08		
Vendor: 5075 Ri11677	Illinois Electric Inc rebuild pump on site for pool at krc	1,909.70	04/07/2020	Check Sequence: 87 009-009-5-390-00
	Check Total:	1,909.70		
Vendor: 1065 2020	Illinois Municipal Utilities Association 2020 MEMBERSHIP APPLICATION- SCHOLARSHIP FUND DONATION	75.00	04/07/2020	Check Sequence: 88 101-101-5-390-00
	Check Total:	75.00		
Vendor: 3634 MARCH 2020	ILLINOIS TELECOMMUNICATIONS ACCESS CORP. LOCAL EXCHANGE CARRIER & INTERCONNECTED VOIP & WIRELESS PROVIDER	16.50	04/07/2020	Check Sequence: 89 111-111-5-390-00
	Check Total:	16.50		
Vendor: 2496	Angela Imming			Check Sequence: 90
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	23.00	04/07/2020	301-301-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	23.00	04/07/2020	101-102-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	92.00	04/07/2020	101-101-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	46.00	04/07/2020	201-202-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	23.00	04/07/2020	201-203-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	1,661.50	04/07/2020	111-111-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	46.00	04/07/2020	009-503-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	92.00	04/07/2020	009-016-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	162.00	04/07/2020	009-009-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	300.00	04/07/2020	001-012-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	69.00	04/07/2020	301-304-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	23.00	04/07/2020	101-104-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	23.00	04/07/2020	007-007-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	23.00	04/07/2020	201-201-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	81.00	04/07/2020	111-111-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	46.00	04/07/2020	001-017-5-240-00
INVTUITION	TUITION REIMBURSEMENT FOR AIMMING CLASSES	23.00	04/07/2020	001-014-5-240-00

7356	SUPPLIES FOR EMS AT LOWE'S- HANGING KITS, TAPE, TOTES, NAILS	355.34	04/07/2020	401-401-5-430-00
74127A	ROOM FOR CJC SUMMIT STEINBECK	101.90	04/07/2020	001-012-5-240-00
74128A	ROOM FOR CJC SUMMIT SCHLARMANN	101.90	04/07/2020	001-012-5-240-00
74129A	ROOM FOR CJ SUMMIT ATHMER	101.90	04/07/2020	001-012-5-240-00
74130A	ROOM FOR CJ SUMMIT FEENY	101.90	04/07/2020	001-012-5-240-00
7918nancy220	roller skating prizes/splys	36.00	04/07/2020	009-016-5-430-00
9063 IMMING	HOOTSUITE PRO- ANNUAL FOR PD	119.88	04/07/2020	001-012-5-390-00
9063 IMMING	DREAMSTIME.COM SUBSCRIPTION	25.00	04/07/2020	111-111-5-390-33
9063 IMMING	FACEBOOK ADVERTISING	357.10	04/07/2020	111-111-5-390-33
906538	Athmer training pants	57.98	04/07/2020	001-012-5-440-00
BHQ2240420	KNIFE FOR J. KINGERY	106.24	04/07/2020	001-012-5-440-00
NOTARYYEARIAN	NOTARY FOR C. YEARIAN P.D.	53.95	04/07/2020	001-012-5-390-00
S145	PART FOR ELECTRIC DEPT. BALL VALVE	57.16	04/07/2020	101-104-5-450-00
TYLERCONF	FLIGHTS FOR TYLER CONF. (CONRAD, IMMING, ROSEN)	1,968.78	04/07/2020	001-012-5-240-00
	Check Total:	13,250.93		
Vendor: 5222	MCFA DEATH BENEFIT			Check Sequence: 112
800 HABERER	DEATH BENEFITS- #1390 WES HABERER OF HIGHLAND	79.50	04/07/2020	001-014-5-390-00
800 KRUSE	DEATH BENEFITS- #1391 HENRY KRUSE OF PRAIRIETOWN	79.50	04/07/2020	001-014-5-390-00
800 STROM	DEATH BENEFITS- #1392 CARL STROM OF TROY	79.50	04/07/2020	001-014-5-390-00
	Check Total:	238.50		
Vendor: 2643	MEREDITH CORPORATION			Check Sequence: 113
HIGHLAND-43891	MARCH VIDEO CONTENT FEE	6,216.75	04/07/2020	111-111-5-390-52
	Check Total:	6,216.75		
Vendor: 4985	Mettler Development LLC			Check Sequence: 114
B--19-190192	215 Carter Ridge - Certificate of Occupancy Deposit Refund	250.00	04/07/2020	001-013-5-390-83
B--19-190192 1	215 Carter Ridge - Single-Family Home Incentive Payment-New Sub	4,000.00	04/07/2020	001-013-5-390-83
	Check Total:	4,250.00		
Vendor: 5257	MID-STATE CONSULTANTS			Check Sequence: 115
1908-3030	LLC #3 PRAIRIE TRAILS/LLC #4 TIMBER RIDGE	1,062.00	04/07/2020	111-114-5-505-00
2002-3176	MEETING FOR REHAB- FIELD VERIFICATION	236.00	04/07/2020	111-111-5-505-00
	Check Total:	1,298.00		
Vendor: 1383	Midwest Meter Inc.			Check Sequence: 116
0119500-IN	Water Meters with Encoder	6,240.00	04/07/2020	201-203-5-530-60
0119795-IN	Water Meters with Encoder	6,760.00	04/07/2020	201-203-5-530-60
	Check Total:	13,000.00		
Vendor: 20785	Midwest Mulch & Compost			Check Sequence: 117
2815	MULCH CITY SQUARE	225.00	04/07/2020	009-016-5-430-00
	Check Total:	225.00		
Vendor: 2555	Mike A Maedge Trucking Inc			Check Sequence: 118
35769	CM6 Rock - Casper Stolle Tic. #1206683	196.43	04/07/2020	008-008-5-430-00
35769	RR3 Rock - Central Stone Tic. #10968655	393.96	04/07/2020	001-017-5-470-90
35769	RR3 Rock - Central Stone Tic. #10968657	376.54	04/07/2020	001-017-5-470-90
35769	CM6 Rock - Casper Stolle Tic. #1206549	194.89	04/07/2020	008-008-5-430-00
	Check Total:	1,161.82		
Vendor: 3437	Mosaic Church NFP			Check Sequence: 119
780376	facility rental cancellation due to COVID19	470.00	04/07/2020	009-009-4-347-77
	Check Total:	470.00		
Vendor: 1430	Municipal Electronics Inc			Check Sequence: 120
067194	REPAIR CAR 1 RADAR UNIT BACK ANTENNA	96.35	04/07/2020	001-012-5-390-00
	Check Total:	96.35		
Vendor: 2553	NGS			Check Sequence: 121
2019-08-20 0004	AMBULANCE OVERPAYMENT	357.55	04/07/2020	401-401-5-390-25
	Check Total:	357.55		
Vendor: 20854	Amber Norris			Check Sequence: 122
776505	party cancelled due to covid19	120.00	04/07/2020	009-009-4-347-79
	Check Total:	120.00		
Vendor: 1512	Northtown Auto & Tractor			Check Sequence: 123
7608-194994	Quick Disconnect	23.99	04/07/2020	001-017-5-450-00
	Check Total:	23.99		

Vendor: 1518 1662511	Nu Way Concrete Forms Troy LLC 14"x26" Orange Sandbag	30.00	04/07/2020	Check Sequence: 124 001-017-5-430-00
	Check Total:	30.00		
Vendor: 20855 779696	Taylor O'Bryan party cancelled due to covid 19	130.00	04/07/2020	Check Sequence: 125 009-009-4-347-79
	Check Total:	130.00		
Vendor: 2139 32398 32399 32401 32402 32403 32404 32405 32407 32426 32427	Oates Associates Inc FEMA MAP REVISION STUDY CSXT RAILROAD CULVERT MODIFICATION CONSTRUCTION SERVICES IL RTE 160 SHARED USE PATH CONSTRUCTION SERVICES BROADWAY RESURFACING CONSTRUCTION SERVICES HEMLOCK TRAFFIC SIGNAL PLANS- RR PREEMPTION BROADWAY STREETScape PHASE I PARK PARKING LOT LAYOUT WALNUT AND MAIN STREET PARKING LOT GRANDVIEW FARMS SEWER EASEMENT AND ROW LAKELAND TERRACE SEDIMENT STUDY- CITY OF HIGHLAND	107.50 292.50 1,755.00 6,242.50 3,075.00 16,380.00 780.00 780.00 2,155.00 3,350.00	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 126 007-007-5-230-00 007-007-5-505-00 009-016-5-505-00 050-050-5-505-00 050-050-5-505-00 050-050-5-505-00 009-016-5-505-00 001-017-5-505-00 301-303-5-505-00 001-017-5-230-00
	Check Total:	34,917.50		
Vendor: 3462 21718 21718	OCCUPATIONAL HEALTH & WELLNESS VACCINE ADMIN- MARC BARTELS VENIPUNCTURE- LVONHATTEN	55.00 13.27	04/07/2020 04/07/2020	Check Sequence: 127 401-401-5-390-00 401-401-5-390-00
	Check Total:	68.27		
Vendor: 5240 512121-0 513178-0	OFFICE SOURCE INC CONCEALER, CORD, 6- FOR FIRE/EMS WRIST REST FOR MLATHAM OFFICE DESK	31.00 28.90	04/07/2020 04/07/2020	Check Sequence: 128 401-401-5-430-00 001-011-5-410-00
	Check Total:	59.90		
Vendor: 8594 72410919 72415935 7245957	PAETEC LONG DISTANCE CHARGES telephone exp POLICE DEPT LONG DISTANCE	0.02 0.01 2.85	04/07/2020 04/07/2020 04/07/2020	Check Sequence: 129 101-101-5-310-00 009-009-5-310-00 001-012-5-310-00
	Check Total:	2.88		
Vendor: 501 AR1/51027517	Parkson Corporation Auto. Bar Screen Replacement Parts	1,432.99	04/07/2020	Check Sequence: 130 301-304-5-450-00
	Check Total:	1,432.99		
Vendor: 4146 I9408898 I9408996	PDC Laboratories Inc Fluoride by probe TOC and Field Alkalinity Pkg., Total Organic Compound	18.00 80.00	04/07/2020 04/07/2020	Check Sequence: 131 201-202-5-390-23 201-202-5-390-23
	Check Total:	98.00		
Vendor: 10054 INV03062020	Anthony Perez REIMBURSEMENT FOR LICENSE RECERTIFICATION- PARAMEDIC	40.00	04/07/2020	Check Sequence: 132 401-401-5-390-00
	Check Total:	40.00		
Vendor: 2474 8	Plocher Construction Company, Inc. HIGHLAND WATER RECLAMATION FACILITY IMPROVEMENTS	861,619.45	04/07/2020	Check Sequence: 133 301-304-5-550-00
	Check Total:	861,619.45		
Vendor: 3859 1	Poettker Construction Company ADDITIONS & RENOVATIONS TO FIRE STATION NO. 1	176,659.47	04/07/2020	Check Sequence: 134 012-012-5-550-00
	Check Total:	176,659.47		
Vendor: 1773 56455135	Power Line Supply 4444 Voltage Detector	921.26	04/07/2020	Check Sequence: 135 101-104-5-430-00
	Check Total:	921.26		
Vendor: 2693 2077 2077 61745B	Productivity Plus Account HYD LEAK BETWEEN MOWER & UNIT-Midwest Tractor Sales, INC. DEWINTERIZE PLUS MTN/REPAIRS FOR PARK MTN EQUIP- MIDWEST TRACTOR ZERO TURN MOWER BLADES- MIDWEST TRACTOR SALES	297.09 741.37 138.96	04/07/2020 04/07/2020 04/07/2020	Check Sequence: 136 009-016-5-360-00 009-016-5-360-00 101-102-5-450-00
	Check Total:	1,177.42		
Vendor: 3377 20200161 20200180 20200219	Quality Testing & Eng Inc HIGHLAND WATER RECLAMATION FAC PROJECT 17-0365-C BROADWAY RESURFACING 97712 PROJECT 20-0097-C HIGHLAND WATER RECLAMATION FAC PROJECT 17-0365-C	3,738.10 5,189.85 694.05	04/07/2020 04/07/2020 04/07/2020	Check Sequence: 137 301-304-5-550-00 050-050-5-505-00 301-304-5-550-00

20200225	MAIN STREET PARKING- HIGHLAND PROJECT 20-0015-C	700.10	04/07/2020	001-017-5-550-00
	Check Total:	10,322.10		
Vendor: 20789 02351603	Quench USA, Inc water machine at krc	55.00	04/07/2020	Check Sequence: 138 009-009-5-390-00
	Check Total:	55.00		
Vendor: 4211 2003-107303 2003-141456	R P Lumber Co Inc lumber 10PK DUST RESPIRATOR	8.99 194.97	04/07/2020 04/07/2020	Check Sequence: 139 009-016-5-450-00 401-401-5-430-00
	Check Total:	203.96		
Vendor: 1527 2014510-IN	Ray O'Herron Co Inc POLICE RANGE AMMO	959.07	04/07/2020	Check Sequence: 140 001-012-5-430-00
	Check Total:	959.07		
Vendor: 969 834373 834374 834375 834429 834499 834672 834772 834955	Red E Mix LLC 88PCCEP19 PP-1, WInter Serv., 1% NCA, Super-P Tic.# 60123912 washed sand cemetery washed sand cemetery 88PCCEP19 PP-1, WInter Serv., 1% NCA, Super-P Tic.# 60123951 88PCCEP19 PP-1, WInter Serv.,Super-P Tic.# 60123980 Wall Block 2'x2'x6' Full - Tic.# 60124097 88PCCEV12 SI/PV, WInter Serv.1% Cal. Chl.,SM. LoadTic.# 60124097 washed sand cemetery	792.00 110.00 110.00 759.01 635.00 250.00 488.88 66.00	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 141 050-050-5-540-10 009-715-5-430-00 009-715-5-430-00 050-050-5-540-10 050-050-5-540-10 001-017-5-430-00 050-050-5-540-10 009-715-5-430-00
	Check Total:	3,210.89		
Vendor: 1238 2117310 2117387	Reding Tire & Battery Inc CAR 1 FRONT BRAKES & ROTORS CAR 6 4 NEW TIRES	314.82 539.96	04/07/2020 04/07/2020	Check Sequence: 142 001-012-5-360-10 001-012-5-360-10
	Check Total:	854.78		
Vendor: 20848 777246	Tiffany Reeser party reimbursement due to COVID 19	135.00	04/07/2020	Check Sequence: 143 009-009-4-347-79
	Check Total:	135.00		
Vendor: 20633 783449	Marion Reilson cancelled YAH trip due to covid19	63.00	04/07/2020	Check Sequence: 144 009-016-4-371-66
	Check Total:	63.00		
Vendor: 1783 2019	Retko Group 2019 TIF INCENTIVE	5,327.11	04/07/2020	Check Sequence: 145 006-006-5-820-00
	Check Total:	5,327.11		
Vendor: 2224 245366 245366 245366 245366 245366 245366 245896	ROBERT (BOB) SANDERS WASTE SYSTEMS, INC. PD RECYCLING SERVICES CITY HALL RECYCLING SERVICES COMMERCIAL AND RESIDENTIAL TRASH COLLECTION KRC RECYCLING SERVICES 2610 PLAZA DR RECYCLING SERVICES PW RECYCLING SERVICES TEMP DUMPSTER SERVICES	15.00 7.50 118,816.70 15.00 15.00 7.50 6,297.98	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 146 001-012-5-390-00 001-011-5-390-00 713-713-5-390-00 009-009-5-390-00 101-101-5-390-00 201-201-5-390-00 713-713-5-390-00
	Check Total:	125,174.68		
Vendor: 213 INV03122020	Timothy Rusteberg PURCHASE OF ELECTRIC DRYER FOR HPFD DUE TO STATION REMODEL	100.00	04/07/2020	Check Sequence: 147 401-401-5-470-00
	Check Total:	100.00		
Vendor: 1832 4303	Safe Supply Company Inc Hydraulic Coupling	33.22	04/07/2020	Check Sequence: 148 301-303-5-460-00
	Check Total:	33.22		
Vendor: 3514 534736 534736 FEBRUARY2020 FEBRUARY2020 FEBRUARY2020 FEBRUARY2020 FEBRUARY2020 FEBRUARY2020 FEBRUARY2020 FEBRUARY2020 FEBRUARY2020	SANDBERG PHOENIX & VON GONTARD P.C. FEBRUARY LABOR & EMPLOYMENT LEGAL FEES FEBRUARY LABOR & EMPLOYMENT LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES FEBRUARY LEGAL FEES	612.00 3,697.50 2,556.84 738.06 1,713.34 922.57 579.90 395.39 2,082.37 948.93	04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020 04/07/2020	Check Sequence: 149 401-401-5-220-00 001-012-5-220-00 001-012-5-220-00 401-401-5-220-00 001-013-5-220-00 001-014-5-220-00 001-017-5-220-00 007-007-5-220-00 009-016-5-220-00 101-101-5-220-00

FEBRUARY2020	FEBRUARY LEGAL FEES	342.67	04/07/2020	111-111-5-220-00
FEBRUARY2020	FEBRUARY LEGAL FEES	5,719.93	04/07/2020	001-011-5-220-00
	Check Total:	20,309.50		
Vendor: 1884	Schulte Supply Inc			Check Sequence: 150
S1158207.001	72" Blue Utility Marker	405.00	04/07/2020	201-203-5-430-00
S1158208.001	1" MIP x CSPJ Coupling	285.48	04/07/2020	201-203-5-430-00
S1158725.001	3/4 DUCLUGS	32.40	04/07/2020	201-203-5-430-00
S1158725.001	CLASS 3 BOMBER JACKET	85.59	04/07/2020	201-203-5-440-00
	Check Total:	808.47		
Vendor: 20856	Angie Shields			Check Sequence: 151
781839	cancelled party due to covid19	135.00	04/07/2020	009-009-4-347-79
	Check Total:	135.00		
Vendor: 3475	SIGTRONICS CORPORATION			Check Sequence: 152
133603	INTERCOM SYSTEM FOR NEW FIRE TRUCK#1517	2,847.89	04/07/2020	001-014-5-550-00
	Check Total:	2,847.89		
Vendor: 1587	Timothy Singler			Check Sequence: 153
B-19-190039	228 Flax Dr - Plumbing Rough-in Inspection	190.00	04/07/2020	001-013-5-390-82
B-19-190040	232 Flax Dr - Plumbing Rough-in Inspection	190.00	04/07/2020	001-013-5-390-82
B-19-190041	236 Flax Dr - Plumbing Rough-in Inspection	190.00	04/07/2020	001-013-5-390-82
B-19-190140	2923 Herzog Ln - Underfloor Plumbing Inspection	225.00	04/07/2020	001-013-5-390-82
B-19-190141	2924 Herzog Ln - Plumbing Rough-in Inspection	225.00	04/07/2020	001-013-5-390-82
B-19-190143	2930 Herzog Ln - Plumbing Rough-in Inspection	225.00	04/07/2020	001-013-5-390-82
B-20-020027	330 Hampton Ct - Underfloor Plumbing Inspection	25.00	04/07/2020	001-013-5-390-82
P-19-190343	1222 Laurel St - Final Plumbing Inspection	31.25	04/07/2020	001-013-5-390-82
P-20-020046	2002 Zschokke St - Final Plumbing Inspection	75.00	04/07/2020	001-013-5-390-82
	Check Total:	1,376.25		
Vendor: 3408	Splish Splash Auto Bath LLC			Check Sequence: 154
39	PD CAR WASHES	140.50	04/07/2020	001-012-5-360-10
	Check Total:	140.50		
Vendor: 5683	KENNETH STAHLSCHMIDT			Check Sequence: 155
2019-12-18 0008	AMBULANCE REFUND	329.98	04/07/2020	401-401-5-390-25
	Check Total:	329.98		
Vendor: 1865	Steve Schmitt Inc			Check Sequence: 156
135547	LAMP FOR TRUCK 24	159.00	04/07/2020	101-102-5-460-00
	Check Total:	159.00		
Vendor: 2987	DYLAN STOCK			Check Sequence: 157
03112020	Reimbursement for lunch at a CEO SI Meeting on 3/11/2020	20.00	04/07/2020	001-013-5-240-00
	Check Total:	20.00		
Vendor: 5151	SUMNER ONE, INC.			Check Sequence: 158
2473742	mntly maint contract for WCC copeir	44.00	04/07/2020	009-016-5-390-00
2477371	printer ink cart.	421.95	04/07/2020	009-016-5-430-00
2487699	COLOR OVERAGES	57.50	04/07/2020	001-013-5-340-00
2487699	COLOR OVERAGES	14.38	04/07/2020	101-101-5-340-00
L306673049	LEASE/RENTAL AGREEMENT	122.33	04/07/2020	001-013-5-340-00
L306673049	LEASE/RENTAL AGREEMENT	122.34	04/07/2020	101-101-5-340-00
	Check Total:	782.50		
Vendor: 5679	SYDENSTRICKER NOBBE PARTNERS			Check Sequence: 159
1112375010620	Street Sweeper Repair - Float Switch- Parts & Labor	3,852.97	04/07/2020	001-017-5-360-10
	Check Total:	3,852.97		
Vendor: 2028	Teklab Inc			Check Sequence: 160
241029	Nitrogen, Aqueous, Preserv Total Kjeldahl Nitrogen Aqueous	50.00	04/07/2020	301-304-5-390-23
241668	Total Suspended Solids, Aqueous	44.10	04/07/2020	201-202-5-390-23
	Check Total:	94.10		
Vendor: 1007	The Cornerstone Insurance Group			Check Sequence: 161
41320	FEBRUARY FSA PLAN ADMIN/DEBIT CARD FEE	221.00	04/07/2020	001-011-5-390-00
41570	ACA REPORTING FEE- PREPARATION OF 1095 FORMS	1,470.00	04/07/2020	001-011-5-390-00
	Check Total:	1,691.00		
Vendor: 74	Third Millennium Assoc Inc			Check Sequence: 162
24573	UTILITY BILL RENDERING	282.04	04/07/2020	201-201-5-390-00

24573	UTILITY BILL RENDERING	188.03	04/07/2020	001-011-5-390-00
24573	UTILITY BILL RENDERING	282.04	04/07/2020	301-301-5-390-00
24573	UTILITY BILL RENDERING	282.04	04/07/2020	713-713-5-390-00
24573	UTILITY BILL RENDERING	846.13	04/07/2020	101-101-5-390-00
	Check Total:	1,880.28		
Vendor: 4596 34126	Three Way Creations LLC fix entrance at highland public cemetery landscape	1,919.00	04/07/2020	Check Sequence: 163 009-715-5-390-00
	Check Total:	1,919.00		
Vendor: 5397 74217 86456	TIMES TRIBUNE PUBLIC NOTICE- DEMOLITION OF STRUCTURES FROM NOVEMBER 2019 NOTICE OF PUBLIC HEARING: B&Z	22.17 21.20	04/07/2020 04/07/2020	Check Sequence: 164 001-013-5-390-00 001-013-5-390-00
	Check Total:	43.37		
Vendor: 2317 175025-202003-1	TRANSUNION RISK AND ALTERNATIVE BACKGROUND CHECKS FOR INVESTIGATIONS	50.00	04/07/2020	Check Sequence: 165 001-012-5-390-00
	Check Total:	50.00		
Vendor: 4839 2199733	Transworld Systems Inc FEBRUARY COLLECTION AGENCY DUES	175.53	04/07/2020	Check Sequence: 166 101-101-5-390-24
	Check Total:	175.53		
Vendor: 20857 34	Trendy Tees & More LLC ironman tshirts	468.00	04/07/2020	Check Sequence: 167 009-009-5-390-00
	Check Total:	468.00		
Vendor: 2089 6195483	Tri Ford Inc Oil change for 2017 Escape	38.54	04/07/2020	Check Sequence: 168 001-013-5-460-00
	Check Total:	38.54		
Vendor: 5494 2019-08-20 0004	TRICAREL AMBULANCE OVERPAYMENT	91.22	04/07/2020	Check Sequence: 169 401-401-5-390-25
	Check Total:	91.22		
Vendor: 5420 342907	TRIPACK, INC. Supplies for Central Purchasing	698.46	04/07/2020	Check Sequence: 170 001-000-0-157-00
	Check Total:	698.46		
Vendor: 5643 2020020335-1	TS WORLDWIDE, LLC PROFESSIONAL FEES FOR PROPOSED HIGHLAND HOTEL	2,625.00	04/07/2020	Check Sequence: 171 007-007-5-390-00
	Check Total:	2,625.00		
Vendor: 315 045-295008	TYLER TECHNOLOGIES INC IMPLEMENTATION FOR SOFTWARE- ESTRELLA PICHETTE	5,353.85	04/07/2020	Check Sequence: 172 001-013-5-550-00
	Check Total:	5,353.85		
Vendor: 4511 117817430	ULINE SHIPPING SUPPLIES Supplies for Central Purchasing.	505.00	04/07/2020	Check Sequence: 173 001-000-0-157-00
	Check Total:	505.00		
Vendor: 5126 SS978699	Univar Usa Inc Fluoride	810.00	04/07/2020	Check Sequence: 174 201-202-5-490-00
	Check Total:	810.00		
Vendor: 502 164464	USA Blue Book 12" Pipe Plug	209.11	04/07/2020	Check Sequence: 175 201-202-5-450-00
	Check Total:	209.11		
Vendor: 1798 127914	Vantage Point Solutions, Inc GENERAL CONSULTING SERVICES- CORE ROUTER, BLUEBIRD, ECT.	2,132.50	04/07/2020	Check Sequence: 176 111-111-5-390-00
	Check Total:	2,132.50		
Vendor: 5656 D 28499	JEFF VOGEL 3/4"- 1/2" 2 PC. IMPACT ADAPTER	51.99	04/07/2020	Check Sequence: 177 101-104-5-430-00
	Check Total:	51.99		
Vendor: 1964 247754	VUBIQUITY INC. FEBRUARY VIDEO CONTENT FEE	2,500.00	04/07/2020	Check Sequence: 178 111-111-5-390-52

	Check Total:		2,500.00		
Vendor: 2145	Wal Mart Community/GEMB				Check Sequence: 179
0444530	WAL-MART OPERATING SUPPLIES	58.53		04/07/2020	009-009-5-430-50
0444530	WAL-MART OPERATING SUPPLIES	130.62		04/07/2020	009-016-5-450-00
0444530	WAL-MART OPERATING SUPPLIES	54.42		04/07/2020	009-016-5-460-00
0444530	WAL-MART OPERATING SUPPLIES	81.61		04/07/2020	001-011-5-430-00
0444530	WAL-MART OPERATING SUPPLIES	12.92		04/07/2020	009-009-5-430-00
0444530	WAL-MART OPERATING SUPPLIES	56.00		04/07/2020	009-016-5-470-00
0444530	WAL-MART OPERATING SUPPLIES	185.10		04/07/2020	009-016-5-430-00
0444530	WAL-MART OPERATING SUPPLIES	29.63		04/07/2020	101-104-5-440-00
0444530	WAL-MART OPERATING SUPPLIES	101.45		04/07/2020	009-009-5-450-00
0444530	WAL-MART OPERATING SUPPLIES	87.46		04/07/2020	401-401-5-430-00
0444530	WAL-MART OPERATING SUPPLIES	169.09		04/07/2020	301-304-5-430-00
0444530	WAL-MART OPERATING SUPPLIES	39.70		04/07/2020	009-016-5-390-65
	Check Total:		1,006.53		
Vendor: 2286	WALZ LABEL AND MAILING				Check Sequence: 180
5992 A	INK CARTRIDGE FOR POSTAGE MACHINE	171.09		04/07/2020	001-011-5-410-00
	Check Total:		171.09		
Vendor: 492	Warning Lites of Southern IL, LLC				Check Sequence: 181
16325	Barricades & Cones - Related to Coronavirus - COVID	6,851.00		04/07/2020	001-017-5-430-00
	Check Total:		6,851.00		
Vendor: 4979	Watts Copy Systems Inc.				Check Sequence: 182
973006	COPIER LEASE/USAGE-LANA'S COPIER	63.39		04/07/2020	111-111-5-340-00
973006	COPIER LEASE/USAGE-LANA'S COPIER	63.38		04/07/2020	001-011-5-340-00
974712	COPIER LEASE/USAGE FOR BOTH COPIERS IN CITY HALL BACK OFFICE	711.44		04/07/2020	001-011-5-340-00
	Check Total:		838.21		
Vendor: 5625	WEG TRANSFORMERS USA LLC				Check Sequence: 183
2253647	PROGRESS PAYMENT ON SUBSTATION TRANSFORMERS	2,044.00		04/07/2020	101-104-5-550-00
	Check Total:		2,044.00		
Vendor: 20858	Tara Williams				Check Sequence: 184
782499	cancelled party due to covid 19	120.00		04/07/2020	009-009-4-347-79
	Check Total:		120.00		
Vendor: 2230	Woody's Municipal Supply				Check Sequence: 185
01-180222	1-1/8 Take-Up Bearing Hopper (AB)	80.46		04/07/2020	001-017-5-450-00
01-18443	1 1/8Take-Up Bearing Hopper, Comp Spring	135.54		04/07/2020	001-017-5-460-00
01-18494	6"x2" Steel Cast Wheel, Install Wheels, Labor, Parts-Spreader St	633.08		04/07/2020	001-017-5-360-00
01-18495	5"x2" Steel Cast Wheel, Install Wheels, Labor, Parts-Spreader St	629.18		04/07/2020	001-017-5-360-00
	Check Total:		1,478.26		
Vendor: 2311	ZirMed INC.				Check Sequence: 186
1002653	MONTHLY PROFESSIONAL CLAIMS MANAGEMENT/REMITTANCE ADVICE FEE	130.20		04/07/2020	401-401-5-390-00
	Check Total:		130.20		
Vendor: 4499	Zobrist Electric Inc				Check Sequence: 187
20027	INTERIOR WIRING AND LABOR FOR HSC AT FLAX DRIVE MEADOWS	17,235.00		04/07/2020	111-114-5-390-00
	Check Total:		17,235.00		
	GRAND TOTAL:		\$ 1,652,368.61		