

**AGENDA
REGULAR SESSION
HIGHLAND CITY COUNCIL
CITY HALL, 1115 BROADWAY
MONDAY, APRIL 5, 2021
7:00 PM**

This is an in person meeting however, due to COVID 19 anyone wishing to monitor the meeting via phone may do so by following the instructions on page 4 of this agenda.

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

ELECTION OF MAYOR PRO TEM:

Due to the recent passing of Mayor Joseph R. Michaelis, City Clerk Barbara Bellm will ask for a motion to elect one councilperson to serve as mayor pro tem to conduct the next two items of business on this agenda.

MINUTES:

MOTION – Approve Minutes of March 15, 2021 Regular Session (attached)

APPOINTMENT OF KEVIN B. HEMANN TO FILL VACANCY CREATED BY THE UNFORTUNATE PASSING OF MAYOR MICHAELIS:

According to 65 ILCS 5/5-2-12 (g), If a vacancy occurs in the office of mayor or councilman, the remaining members of the council, within 60 days after the vacancy occurs, shall fill the vacancy by appointment of some person to the office for the balance of the unexpired term or until the vacancy is filled by interim election under Section 3.1-10-50, and until the successor is elected and has qualified.

SWEARING IN: City Clerk, Barbara Bellm, will administer the Official Oath to recently-appointed Mayor Kevin B. Hemann who will serve in this capacity for the remainder of the unexpired term of Mayor Michaelis which is until May 3, 2021.

PUBLIC FORUM:

A. Citizens' Requests and Comments:

1. Make-A-Wish Illinois –2021 Hot Chocolate Walk for Wishes (attached)
2. Trekking for CDH 5K Run/Walk for CDH Awareness Request – Rachel Von Hatten, Event Organizer (attached)
3. Heartland Community Chorus – Luanne Murphy, Director (attached)
4. Highland Jaycees 2021 Schweizerfest Request – Matthew Stallard, Event Chairman
5. Art in the Park Request – Lynnette Schuepach, Representative of Highland Arts Council (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:

Continued

C. Staff Reports: Mallord Hubbard will be updating on Business Retention Surveys

UNFINISHED BUSINESS:

- A. **MOTION** – Bill #21-36/ORDINANCE Amending the Code to Include “Pet Care and Pet Related Sales and Services” as a Special Use within the C-2 Central Business District (attached)
- B. **MOTION** – Bill #21-37/RESOLUTION Making Separate Statement of Findings of Fact in Connection with Ordinance Granting Special Use Permit for Pet Care and Pet Related Sales and Services within the “C-2” Central Business Zoning District (attached)
- C. **MOTION** – Bill #21-38/ORDINANCE Granting a Special Use Permit to Zen Paws, LLC to Allow Pet Care and Pet Related Sales and Services within the “C-2” Central Business Zoning District at 708 Laurel Street (attached)

NEW BUSINESS:

- A. **MOTION** – Bill #21-39/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding for 2021 Art in the Park (attached)
- B. **MOTION** – Bill #21-40/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding (ILLINOISouth Tourism) (attached)
- C. **MOTION** – Making Tentative Budget for FY 2021-2022 Available for Public Review at City Hall and Setting the Public Hearing Date for 7:00 PM on Monday, April 19, 2021
- D. **MOTION** – Bill #21-41/ORDINANCE Designating Depositories for the Funds and Money of the City (attached)
- E. **MOTION** – Bill #21-42/RESOLUTION Waiving Normal & Customary Bidding Procedures and Authorizing Purchase of a New Wheel Loader (attached)
- F. **MOTION** – Bill #21-43/RESOLUTION Waiving Normal & Customary Bidding Procedures and Authorizing Purchase of New Furniture for the Public Safety Building (attached)
- G. **MOTION** – Bill #21-44/RESOLUTION Approving Contract with LEICA Geosystems, Inc. to Install an Antenna on the Weinheimer Community Center (attached)

Continued

H. **Discussion** – Christmas Lights (attached)

REPORTS:

A. **MOTION** – Approve Warrant #1192 (attached)

EXECUTIVE SESSION:

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

ADJOURNMENT:

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



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Breann Speraneo, ADA Coordinator, by 3:00 PM on Monday, April 5, 2021.

Continued

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

Directions for Public Monitoring of Highland City Council Meetings:

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

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

618-882-5625

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

Conference ID #: 867900

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

Anyone wishing to address the city council on any subject during the Public Forum portion of the meeting may attend the meeting in-person, or 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) _____

Heath D. Dripe
Event Sponsor Responsible Party

3/2/2021
Date

City Manager Date

Highland Walk for Wishes Event Plans

Evacuation Plan:

- In the case of an emergency, emergency services will be called if needed and participants will be directed to move away from the Square to the opposite sidewalk and take shelter as needed.
- In the case of inclement weather, event organizers will cancel the event and message out to all participants either before or during the event. If evacuation is needed during the event, participants will be directed to leave the event site.

Fire Plan:

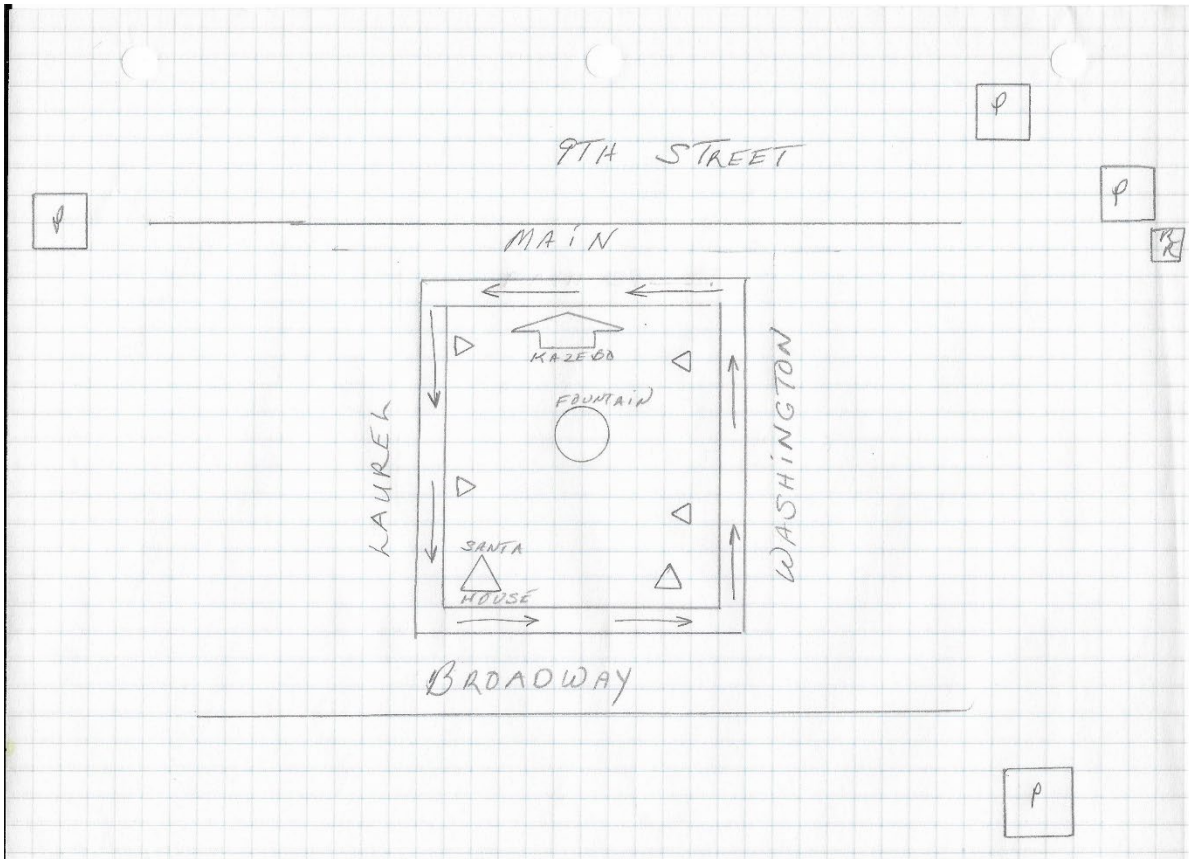
- There will not be any open flames at this event. In the case of a potential electrical or natural fire, emergency services will be called, and participants will be directed to move away from the Square and to the opposite sidewalks.

Parking Plan:

- Parking will be highlighted on the event site map. The plan is to use local parking lots in the area.

Site Plan:







TREKKING FOR CDH

5k AND 1-Mile Fun Run

Saturday June 26th, 2021 – 8am



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 abdominal 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.

Proceeds donated to CDH International - <https://cdhi.org>

Entry Fee: 1-Mile/5K - \$25 if Registration received before June 6th, \$30 the day of or after June 6th

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

Amenities: T-shirt guaranteed to those registered before June 6th. Post-race drinks and food

Shirt Pick Up: Friday June 25thth from 4pm to 6:30pm at Lindendale Park Pavilion, Saturday June 26th starting at 6:30am

Awards: 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+

For more 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 _____

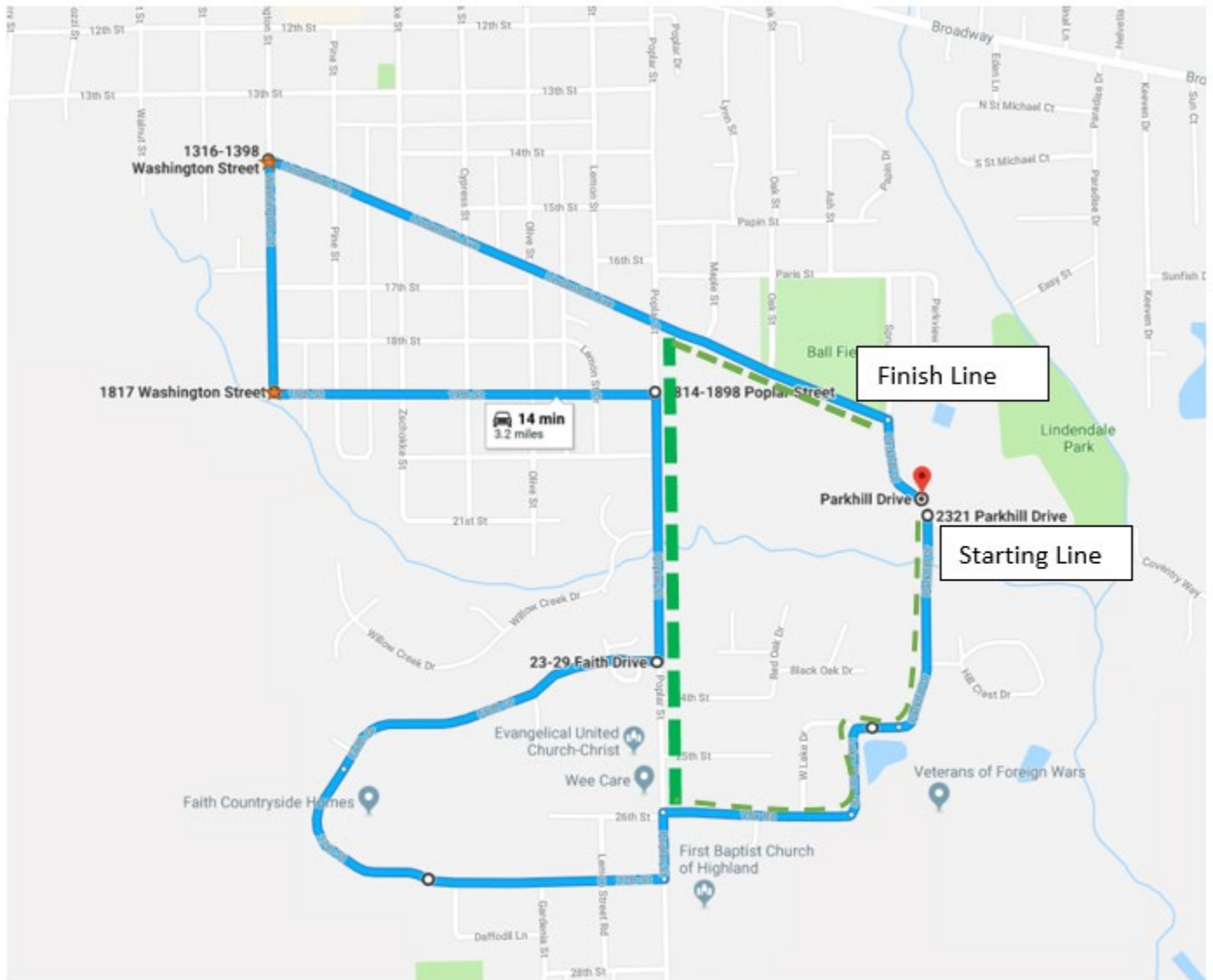
Address: _____ City/St _____ Zip: _____

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

Shirt Pick Up: Friday June 25th from 4pm to 7pm at Lindendale Park Pavilion, Race day starting at 6:30am



CITY OF HIGHLAND

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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.
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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) _____

Rachel Von Hatten

Event Sponsor Responsible Party

Date

City Manager

Date



*The mission of the Heartland Community Chorus
is to promote and preserve the tradition of choral music
for the cultural enrichment of the Greater St. Louis area.*

Friday, March 19, 2021

to: City of Highland

Dear Friends,

Attached please find a Special Event Application. The Heartland Community Chorus would like to plan a free mini-concert for the community, to take place on Sunday May 23, at 3:00p.m., on the Square. In addition to using the bandstand for the concert, we would also like to have some rehearsals on the bandstand on the following dates:

Monday, May 3 (rain date May 4): 6-8 pm

Monday, May 10 (rain date May 11): 6-8 pm

Monday, May 17 (rain date May 18): 6-8 pm

The three rehearsals do not really fall under the category of "Special Event" as described on the application, but we would still like to use the bandstand for these rehearsals, and we would like to have the bandstand lights on.

In addition, if these rehearsals and the concert go according to plan, we would like to tentatively plan for some rehearsals during the summer, culminating in another mini-concert on Sunday, August 15, at 3:00p.m.

Please let me know if additional information is needed.

Thank you,

A handwritten signature in blue ink that reads "Luanne Murphy". The signature is fluid and cursive, with the first name being the most prominent.

Luanne Murphy, director
Heartland Community Chorus



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CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Heartland Community Chorus - Concert on the Square

Type/Purpose of Event: [] Festival [] Race [] Other Fundraiser [] Service [] Parade [] Demonstration [X] Other (please specify): concert

Location of Event: bandstand on the square - free to the community

Sponsoring Organization/Individual: Heartland Community Chorus

Event Responsible Party: Luanne Murphy
Address: 13918 St. Rose Road, Highland
Phone(s): 618-791-8408
Email: luanne.murphy@gmail.com

Secondary Contact: Kathy Clark-Eller
Address: 300 Jackson Lane, Highland
Phone(s): 618-654-2437 / 618-920-0660
Email: kclark9208@aol.com

Date(s) of Set-up: Sunday, May 23, 1-3 pm.

Event Date(s) / Times: concert: Sunday, May 23, 2021 3-4 pm. RAIN DATE Monday, May 24 7-8 pm
also: rehearsals on: May 3, May 10, May 17 6-8 pm
rain dates: May 4, May 11, May 18 6-8 pm

Date(s) of Tear-down: Sunday, May 23, 2021 4-5 pm.

Expected Attendance: 150

Alcohol License Required: [] Yes [X] No
If yes, application received: [] Yes [] No

Sound Amplification System utilized: [X] Yes [] No
If yes, hours of operation: Sunday, May 23 1-4 pm.

Funding request of the Council: [] Yes [X] 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:** _____

N/A

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

*electrical service
handstand lighting*

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

N/A

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

N/A

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

Department: _____

N/A

Application Checklist (Attachments):

Deputy Clerk Initial
Upon receipt or waiver:

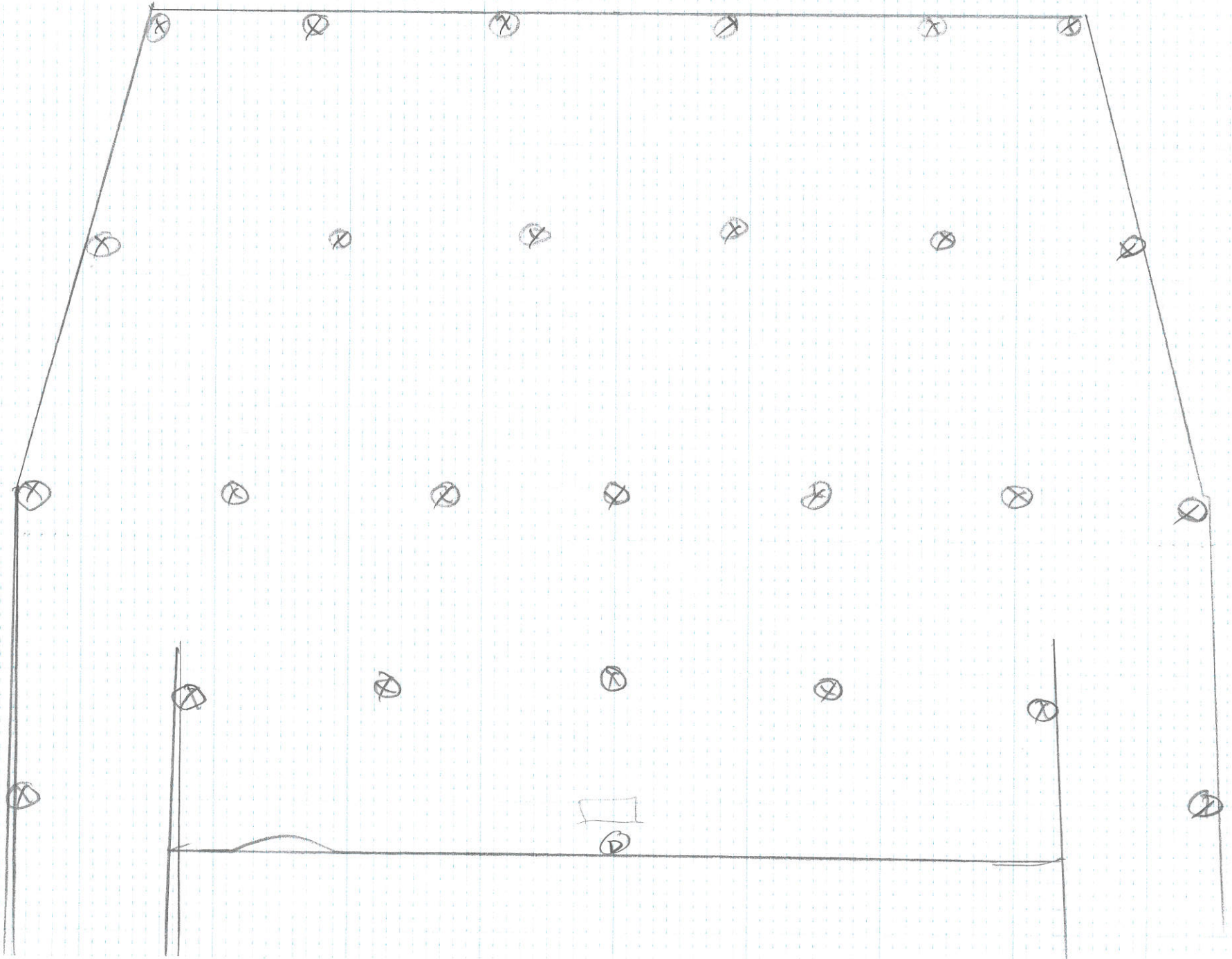
Certificate of Insurance: (attached) _____

- 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 _____

⊙ = Director
⊗ = Singers

All Singers at least 6' apart



Evacuation Plan Participants will be released to return to their vehicles. _____

Fire Plan " _____

Parking Plan Existing parking around and near the Square will be used. _____

Schedule City Council Meeting for announcement _____

o Date: April 5

Application Submittal (60+ days) _____

Juanna Murphy Luanne Murphy 3-19-2021
Event Sponsor Responsible Party Date

City Manager Date



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CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: The Highland Jaycees Schweizerfest 2021

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

Location of Event: Highland City Square

Sponsoring Organization/Individual: The Highland Jaycees - Matthew Stallard (2021 Chairman)

Event Responsible Party: Matthew Stallard

Address: 1416 Olive St, Highland, IL 62249

Phone(s): 618-973-1067

Email: matthew.stallard@gmail.com

Secondary Contact: Rebecca Klug

Address: 35 Falcon Dr, Highland, IL 62249

Phone(s): 618-304-9610

Email: RKlug18@gmail.com

Date(s) of Set-up: Monday June 7th, 2020 to Friday June 11th 2021

Event Date(s) / Times:

Friday, June 11th 6:00 PM to Midnight

Saturday June 12th 11:00 AM to Midnight (5k Run at 8:30 AM to 10:30 AM)

Sunday June 13th 12:00 PM to 10:00 PM

Date(s) of Tear-down: Sunday June 13th - Monday June 14th

Expected Attendance: 8,000 to 12,000

Alcohol License Required: Yes No

If yes, application received: Yes No

Sound Amplification System utilized: Yes No

If yes, hours of operation: N/A

Funding request of the Council: Yes No

Amount requested and purpose: N/A

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:** _____

5K Street Closure - Saturday morning 8:30 AM to 10:30 AM (Map Attached)

Parade Route Closure - Saturday and Sunday Evening - 5:00 PM - 6:30 PM (Map Attached)

Barricades - City Square street closure (Corners of Broadway/Laurel, Broadway/Washington, Laurel/Main, Laurel/Main) and No Parking Signs

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

Electrical Services - City Square (Normal Layout) Map of Vendors and Power Requirements included, will update with official at a later Date.

J.U.L.I.E locate on City Square

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

Schweizerfest hires Security for overnight watch from Midnight to 6:00 AM on Friday and Saturday Nights

City to Provide First Aid Assistance with Command Center Trailer

Assistance with traffic control of main intersections during 5K and Parade

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

WIFI at City Square during event for Management

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

Department: _____

Request City Officials for Parade

2 Large City Dumpsters for Trash (60 Yrd)

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

3/22/2021
Date

City Manager

Date



P.O. Box 521 · Highland, IL · 62249
highlandiljaycees@gmail.com
www.highlandjaycees.org



March 22th, 2021

Highland City Council
1115 Broadway
P.O. Box 218
Highland, IL 62249

Dear Council Members,

I am writing on behalf of the Highland Jaycees, requesting permission from the Highland City Council to hold our annual Schweizerfest on June 11th, 12th, and 13th, 2021 at the Highland City Square. The event consists of setting up stands for food and beverages along the streets surrounding the square, along with amusement rides and other vendors. There will also be entertainment provided throughout the weekend for the enjoyment of those visiting our festival.

The past four years we have had Broadway shut down from 9:00 am Friday through 5:00am Monday to allow our carnival rides to be set up and operating. We have also had the Laurel, Washington and Main streets surrounding the square shut down at 3:00pm to allow our vendors time to set up. This will allow us to have our rides set up and running on Friday night, the same as the past three years. As well, it will give our vendors ample time for set up leaving as much parking available as possible for the businesses on the square.

The actual event will run Friday evening 6:00 pm until midnight, Saturday 11:00 am until midnight (with the 5k running from 8:30am to 10:00am), and Sunday 12:00 pm until 10:00 pm. The Jaycees will set-up on the City Square throughout the week prior to the event and will have most of the event tear-down completed by Monday evening with some further clean-up to occur throughout the remainder of the week.

Major attractions to our event are the parade Saturday and Sunday, starting at 5:00 pm both days, musical acts all three days, 5k run, kids' activities, and the carnival rides. I have attached a copy of the parade route which will be the same as in the past. We request the presence of Highland Police Officers at the major intersections throughout the parade route and would be honored if Chief Conrad, Mayor Michaelis, and the members of the city council would lead the parade. We are also requesting the same route as last year for the 5k Run and the same starting time of 8:30am. I have included a copy of the route that we utilized last year with design and approval of Chief Conrad. This route is the same as Kirchenfest with a slight variation of start and stop location, being the City Square instead of the St. Paul Church. We also request the help of the Highland Police Dept in closing the two main highway intersections during the run around Saturday morning pending council approval.

I have attached all the appropriate licenses, insurance information, and permissions obtained thus far to run our event and will provide any new/updated copies as they become available to the City Office when they are received.



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We feel this event is a great advertisement for the City of Highland and the people that live within our community. People travel from all over to visit the Schweizerfest and, while they are here, get to see what a wonderful place Highland, Illinois really is.

We hope the council reciprocates these sentiments and offers their permission for us to run the Schweizerfest again this year. We are committed to growing our event today and in the future years. These requests are paramount in achieving our goals and we are hopeful they are granted.

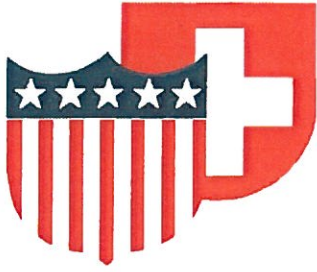
We understand that this year's festival might have to be adapted to meet the requirements of the certain phases and tiers that are in place by our state but are trying to plan and coordinate the festival like we do every year. Any major changes and updates will be discussed with you to make sure all precautions are taken, and we are compliant in all of the guidelines for this year.

If you have any questions, feel free to contact me at (618) 973-1067.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Stallard", written in a cursive style.

Matthew Stallard
2021 Head Chair Highland Jaycees Schweizerfest



City of Highland

February 19, 2021

Highland Jaycees
PO Box 521
Highland, IL 62249

Re: Sale of Alcohol at the City Square

Dear Highland Jaycees,

Please let this letter serve as the City of Highland's acknowledgement of your intention to sell Liquors at Schweizerfest on June 11, 2021 from 5:00pm – 1:00am, June 12, 2021 from 9:00am – 1:00am, and June 13th, 2021 from 12:00pm – 11:00pm at the City Square located at 1012 Laurel St, Highland, IL 62249. This lot is owned by the City of Highland who has also given permission for the event to be held on the property.

Sincerely,

Joseph R. Michaelis
Mayor & Local Liquor Commissioner



CERTIFICATE OF LIABILITY INSURANCE

OP ID: EK

DATE (MM/DD/YYYY)

02/26/2021

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 #

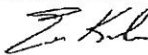
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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 SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSR	WVD					
A	GENERAL LIABILITY	X		Q45-1650581	09/16/2020	09/16/2021	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 - COMP/OP AGG	\$ 2,000,000
								\$
	GEN'L AGGREGATE LIMIT APPLIES PER:							
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							
	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	<input type="checkbox"/> OCCUR					AGGREGATE	\$
		<input type="checkbox"/> CLAIMS-MADE						\$
	DEDUCTIBLE							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N		N/A			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)

The City of Highland, Illinois is an additional insured with respect to the Highland Jaycees 5K run.

CERTIFICATE HOLDER HIGHLAN City of Highland 1115 Broadway P O Box 218 Highland, IL 62249	CANCELLATION 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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CERTIFICATE OF LIABILITY INSURANCE

OP ID: EK

DATE (MM/DD/YYYY)

02/26/2021

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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 #: HIGL-1			
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Erie Insurance Group		
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

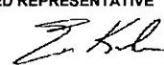
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	<input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 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) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> 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)

Certificate Holder is added as additional insured for special event to be held "Schweizerfest" for use of empty lot at 907 Main St, Highland, IL 62249

CERTIFICATE HOLDER**CANCELLATION**

YENNETH Thomas Yenne 26 Shiloh Drt Edwardsville, IL 62025	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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Schweizerfest Parade Route 2021





Schweizerfest Emergency Action Plan

GENERAL

The Schweizerfest will be held June 11th-13th, 2021 on the Highland City Square, Highland, IL.

PURPOSE

- This emergency action plan predetermines actions to take before and during the “Schweizerfest” (hereinafter referred to as the event) in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Medical Emergencies, Severe Weather, Fire, or situations where Law Enforcement is required.

ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Emergency Management, Emergency Medical Services, Fire and Police.

BASIC PLAN

- **EAP Event Representative**
 - The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as Matt Stallard (2021 Schweizerfest Chairman).

- **Emergency Notification**
 - In the event of an emergency, notification of the emergency will be through the use of 911. The caller should have the following information available: nature of emergency, location, and contact person with callback number.
 - We will have HFD/EMS Chief Wilson's contact information.
 - We will have on-site HPD as scheduled.
- **Severe Weather**
 - Weather forecasts and current conditions will be monitored through the National Weather Service's Weather Forecast Website.
 - Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.
 - During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
 - There are very limited provisions for sheltering participants in the event of severe weather.
 - This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30 seconds, the event will be delayed until 30 minutes have past since thunder was last heard.
- **Fire**
 - No specific hazard has been identified as an increased risk of fire at this event.
 - All event staff will be instructed on the safe use of Portable Fire Extinguishers.
 - Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.
- **Medical Emergencies**
 - As with any outdoor event, there is potential for injury to the participants. The types of injuries are various and include those that are heat related, Medical, as well as traumatic injuries.
 - There are provisions for on-site Emergency Medical Services at this event.
 - Should an incident occur that requires Emergency Medical Services, the EAP event representative or his/her designee will be contacted to request this resource. The caller will have the following information available to 911 dispatch, the nature of emergency, precise location, and contact person with callback number.
- **Law Enforcement**
 - The need for constant Law Enforcement presence at this event has been identified.
 - Should an incident occur that requires Law Enforcement, the on-site HPD officer will be contacted to request this resource. The caller will have the following

information available to the on-site HPD officer, the nature of emergency, precise location, and contact person with callback number.

- **Emergency Vehicle Access**
 - Access for Emergency Vehicles will be maintained at all times.
 - Fire lanes and fire hydrants will not be obstructed.
 - Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks or public thoroughways.
 - Crowd control will be managed by on site HPD.

Contact Information

Primary Contact

Matt Stallard
(618) 973-1067

Secondary Contact

Rebecca Klug
618-304-9610

Emergency

911



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: Art in the Park

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

Location of Event: Lindendale Park, Highland

Sponsoring Organization/Individual: Highland Arts Council

Event Responsible Party: Lynnette Schuepbach
Address: 105 N Harvest Crest Ct, Highland, IL 62249
Phone(s): 618-558-0054
Email: lynnette@highlandartscouncil.org

Secondary Contact: Shannon Mallrich
Address: 40 Sunbeam Dr, Highland, IL 62249
Phone(s): 618-334-8033
Email: dramamamamall3@gmail.com

Date(s) of Set-up: Thursday, October 7, 2021 and Friday, October 8, 2021

Event Date(s) / Times: Friday, Oct 8 from 6 – 9 pm; Saturday, Oct 9 from 10 am – 5 pm; Sunday, Oct 10, from 11 am – 4 pm

Date(s) of Tear-down: Sunday, Oct 10 from 4 pm – 8 pm

Expected Attendance: 9,000

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: \$8,000 sponsorship of event

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:** _____
We will ask for signs to be placed to direct attendance from Thursday, Oct 7 – Monday, Oct 11, 2021. We will provide a map of placement for approval of the City Council on September 20 meeting.

Electric Dept: Electrical Service, Lighting (Specify): **Electric Dept. Director:** _____
Electrical - A plan will be negotiated for electrical with the department. Electric poles and service from Thursday, Oct 7 – Sunday, Oct 10, 2021 per previous years

Public Safety: Security, First Aid, Traffic Control (Specify): **Public Safety Director:** _____
If there is a wedding at the Lindendale Ballroom, we will ask for extra police protection on Saturday, October 9, 2021 from 5 pm – 1 am. On Friday and Saturday evenings, the Boy Scouts will be staying overnight as our security as well.

HCS Services: Wi-Fi or other technological needs (Specify): **HCS Director:** _____
Wi-Fi - we would like free wi-fi for vendors to take payments and a line for the public to access. In the past, the vendors had a secure/password-protected entrance to internet but the public used free access from Friday, Oct 8 – Sunday, Oct 10.

Other City Services: Restrooms, City Officials (Specify): **Department:** _____
We will ask the Mayor if he is willing to choose the winner of the Mayor’s Award given to an artist.. We will need large dumpster and trash containers for the weekend.

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:** 4/5/2021

Application Submittal (60+ days) _____

Indemnification and Hold Harmless Agreement

In consideration for the issuance of a Special Event permit, the Sponsor shall agree to indemnify, hold harmless and defend the City of Highland, its officers and employees against any claim for loss, damage or expense sustained by any person on account of injury, death or property damage occurring by reason of or arising out of the Special Event. By issuing a Special Event permit, the City of Highland makes no guarantees and assumes no liability for the safety of participants or spectators at the Special Event.

Lynnette Schuybach

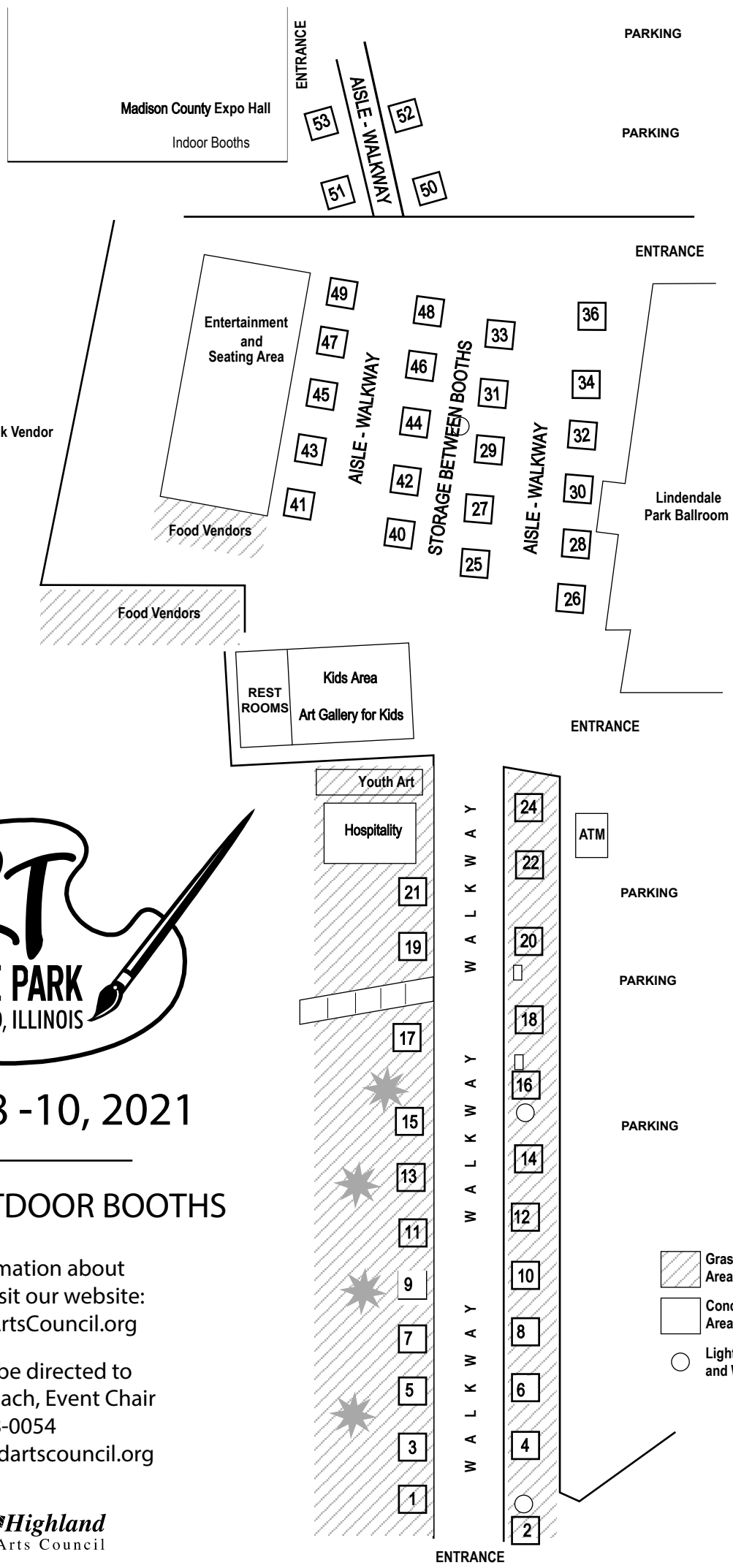
3/30/2021

Event Sponsor Responsible Party

Date

City Manager

Date



October 8 -10, 2021

MAP OF THE OUTDOOR BOOTHS

For more information about Art in the Park, visit our website: www.HighlandArtsCouncil.org

Questions may be directed to Lynnette Schuepbach, Event Chair
618-558-0054
lynnette@highlandartscouncil.org

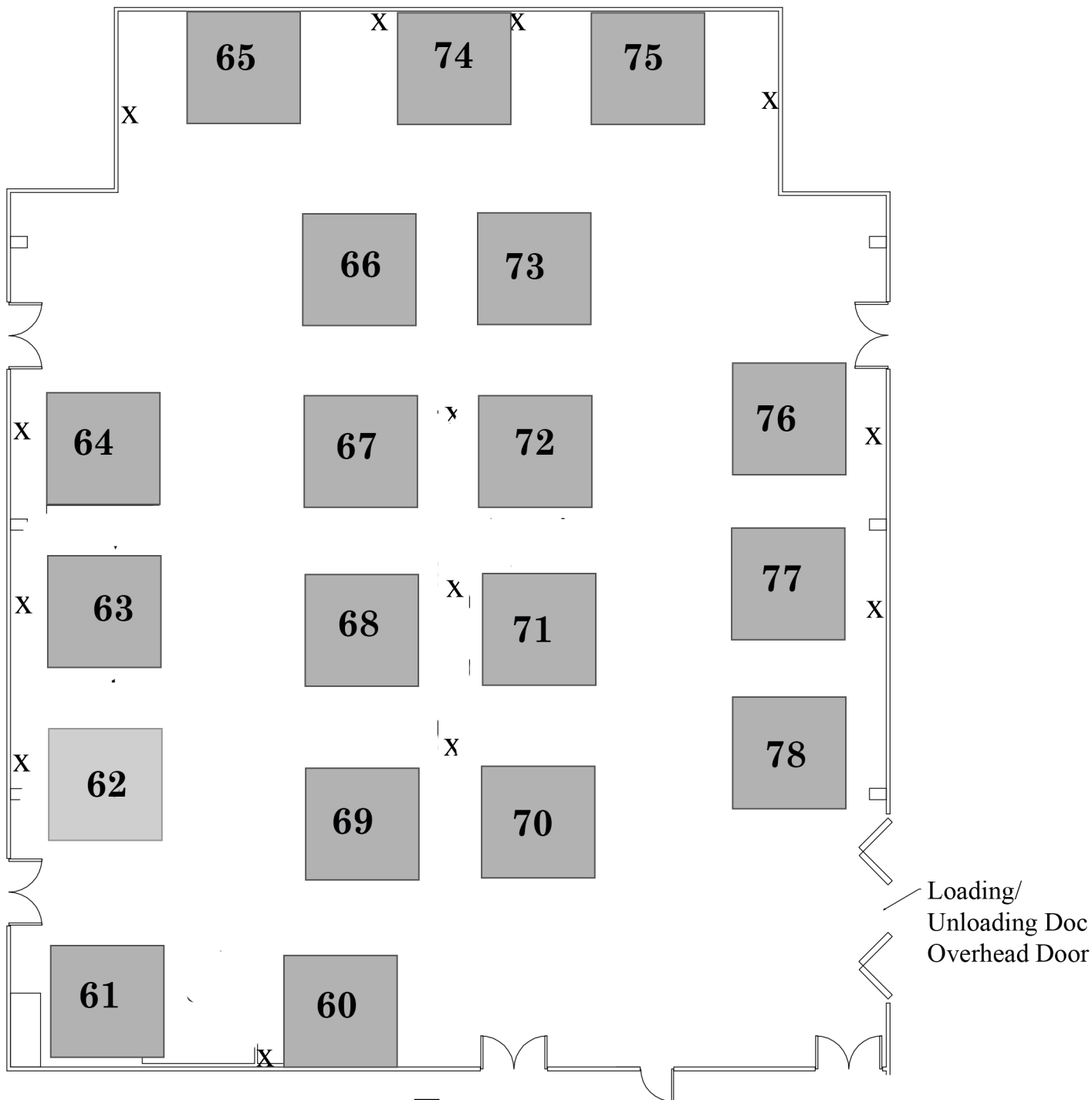


Art in the Park Indoor Booths



For more information about
Art in the Park, visit our website:
www.HighlandArtsCouncil.org

Questions may be directed to Lynnette Schuepbach, Event Chair
618-558-0054 or lynnette@highlandartscouncil.org



Entrance

Loading/
Unloading Doc
Overhead Door



October 8 - 10, 2021

Electric will be set between booths prior to set-up. Electric is provided. Please bring lighting, extension cords and electrical strips to accommodate your needs.

X Marks Electric outlets

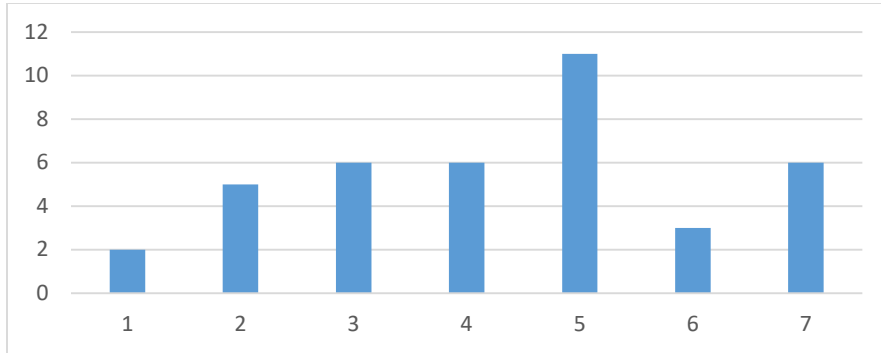
Highland Business Retention Survey Responses

Updated: 3/31/2021

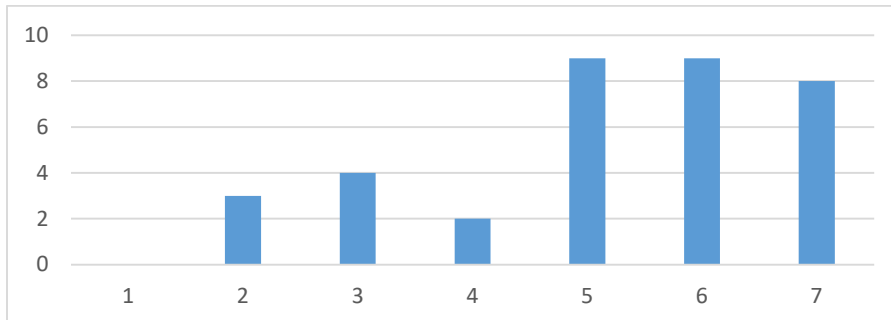
Number of Responses: 43

Work Force:

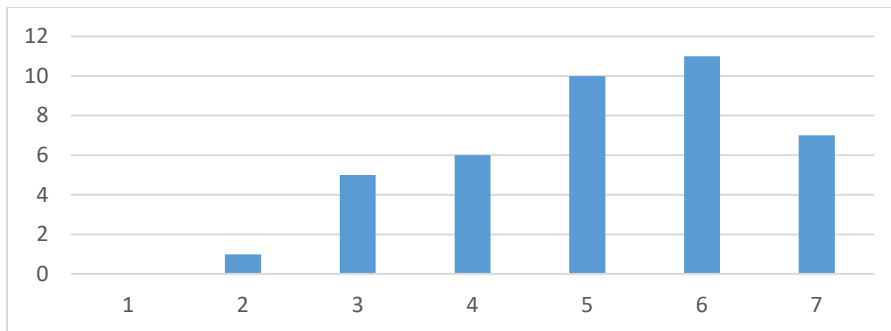
How do you rate the availability of workers in this area? 1 Low - 7 High



How do you rate the quality of workforce in this area? 1 Low - 7 High

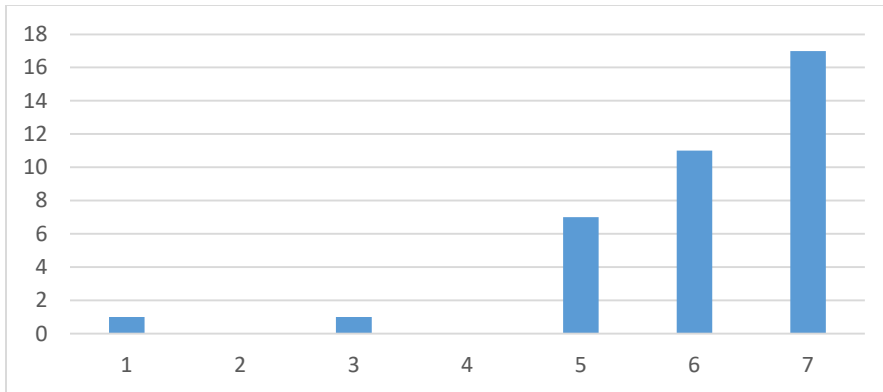


How do you rate the stability of workforce in this area? 1 Low - 7 High



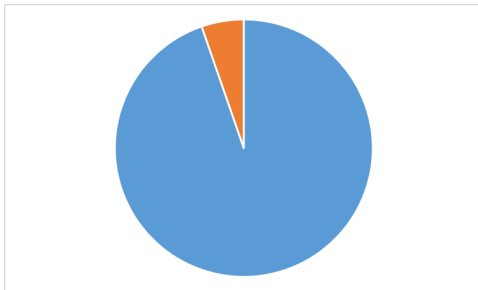
Productivity:

As compared to other company facilities, how would you rate productivity in this facility? 1 Low - 7 High



Yes or No Responses:

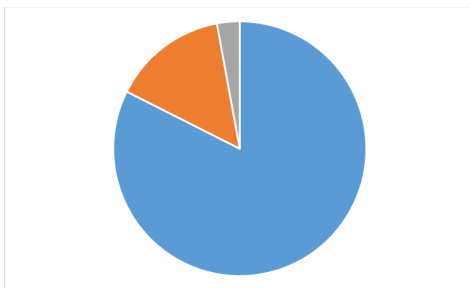
Is the community's technology infrastructure adequate for your company's growth plan?



Blue: Yes 95.2%

Red: No 4.8%

Number of unfilled positions is...

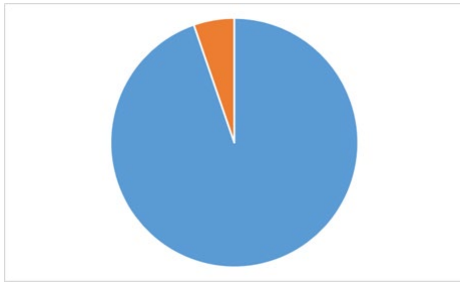


Blue: Stable 84.2%

Red: Increasing 13.2%

Grey: Decreasing 2.9%

Is the owner or one of the owners involved in the day-to-day operations of the business?



Blue: Yes 93%

Red: No 7%

Narrative Responses:

What type of businesses/products are your customers looking for that they are not finding in this community?

Electrical Work	Delivery Drivers	Warehouse Storage	Sit down Restaurants	Coffee Shops
Elegant Restaurants	Re-Sale	Things for Teenagers to do	E-commerce	Boutiques

Does your company have any difficulty securing needed business services in the area? Yes or No. If yes, what services?

Office Space	Reliable IT Services	Skilled Graphic Designers
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What are the community's strengths as a place to do business?

City Gives Stuff Away	Supportive of Small Businesses	Affordable Workforce	Affordable Housing Prices	Loyal & Hardworking Community
Pride in Local Businesses	Good People Live Here	Clean & Safe Community	Affordable Utilities & Internet	Friendly & Cooperative Local Government
Involved City Faculty	Diverse Population	Great Law Enforcement	Great Infrastructure	Community Leadership
Can-Do- Attitude	Close to St. Louis	Small Town Feel	Areas of Concentrated Businesses	I.T Infrastructure

Are there any barriers to growth in this community Yes or No. If yes, what?

Business Owners are Not Progressive	Lack of Office Space	Covid-19 Restrictions	Population is Less than Edwardsville
Lack of Restaurants & Bars	Streets without Side Walks	Far Away from Interstate Entrance	Lack of Variety of Restaurants & Stores
Lack of Residential Housing	Smaller Population	Income is Capped	Location

Have there been any changes in the community or neighborhood impacting your business in the last two (2) years (demographic, physical, competition)?

New Subdivisions	More Competition	Community Growth	Increase of Rental Properties
Increase of low Income Families	New Roads has made Better travel	Too Many Fast Food Restaurants	More Parking Concerns

What attracted you to Highland?

Family	Good Community	Nice Size	The People
Small Town Feel	Real Estate Market	Born in Highland	Family Owned Business
Safe Place to Raise Family	Access to Interstate	High Speed Internet	Local Schools

What are your top concerns looking forward?

Budget Cuts	Vaccine Distribution	Office Space	Making it through 2021	Government Outreach	Debt from Loss	Economy Staying Strong
Federal Tax Increase	Sidewalk Construction	Job Loss	Federal Legislative	Aggressive Growth	Federal and State Overreaching	Overseas Competition
Web Based Competition	Businesses Struggling and closing	Virtual Services	Staffing	Training of Staff	State Taxes	Shutting Square Down for Activities
State of Illinois Policies	Stunted Growth of Both Businesses and Residential	Lack of Inventory	Minimum Wage Proposal	Marinating Clients	Being "Seen"	Covid-19



CITY OF HIGHLAND

To: Chris Conrad, Interim City Manager
From: Mallord Hubbard, Economic Development Coordinator
CC: Mayor and Council Members
Date: March 31, 2021
Subject: Results from Business Retention Survey

DISCUSSION

Staff has included a report of initial results received from the recently deployed business retention survey aimed at receiving feedback from local businesses. Retention surveys are a vital economic development tool in gauging the local business environment, and are especially valuable in times of economic downturn. Staff set out with a larger goal than simply aggregating the data we received, but to also follow-up with individual meetings with the responding businesses.

These meetings, which we anticipate will continue to take place over the course of the year and then on a rolling basis, are important to ensure the City is actively listening to the needs of the businesses and offering support to help meet the challenges necessary for them to remain and grow as part of the local Highland economy.

Another outcome of the survey deployment is the creation of a business directory hosted on the city's economic development page. Businesses now have the opportunity to list their company's information, logo, and links to their websites. This directory will not only serve as benefit to the businesses and potential customers, but also will provide the City with a centralized database to reach businesses with vital information and updates.

To date, 43 responses have been received. The survey focused on the areas of Covid-19 impact, workforce, strengths & challenges of doing business in Highland. The attached report includes the results, summarized in order to maintain confidentiality with responding businesses.

Staff will continue to encourage businesses to submit survey responses and will provide an updated report at the appropriate time.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF HIGHLAND CODE OF ORDINANCES TO INCLUDE “PET CARE AND PET RELATED SALES AND SERVICES” AS A SPECIAL USE WITHIN THE C-2 CENTRAL BUSINESS 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, City has determined Karie Schuck (2003 Zschokke Street, Highland, IL) (“Applicant”) is requesting a text amendment to Table 3.1.B of the City Municipal Code to allow “Pet Care and Pet Related Sales and Services” as a Special Use within the C-2 Central Business District (*See Exhibit A*); and

WHEREAS, City has determined this text amendment was proposed by the Applicant to permit a dog training business at 708 Laurel Street, Highland, IL (“Land”); and

WHEREAS, City has determined the Land is currently zoned “C-2” Central Business District, and does not permit Pet Care and Pet Related Sales and Services; and

WHEREAS, City has determined Pet Care and Pet Related Sales and Services are a permitted use in “I” Industrial and “MX” Mixed Zoning within the City; and

WHEREAS, City has determined Applicant’s proposed text amendment would allow all property owners within the C-2 Central Business District to apply for Special Use Permits for Pet Care and Pet Related Sales and Services, and while each Special Use application would be reviewed individually, City Staff generally considers this use to be most appropriate within the Industrial and MX districts (*See* Staff Report attached hereto as **Exhibit B**); and

WHEREAS, the Combined Planning and Zoning Board (“CBZB”) met at a regular meeting on March 3, 2021 and considered the text amendment to the City Code as stated herein (*See* **Exhibit B**); and

WHEREAS, the CBZB denied the Applicant’s request for a text amendment change to the City Code to permit Pet Care and Pet Related Sales and Services in the “C-2” Central Business District as a Special Use (*See* **Exhibit C**); and

WHEREAS, the CBZB does not recommend to the City Council that it adopt the text amendment to the City Code of Ordinances permitting Pet Care and Pet Related Sales and Services in the “C-2” Central Business District as a Special Use (*See* **Exhibit C**).

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 Code of Ordinances, Article III, Districts & Zoning Map, 90-201, Table 3.1.B, shall be amended as follows:

Article III, Section 90-201, Table 3.1.B

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES																
Use	R1A	R1B	R1 C	R1 D	R2 A	R2 B	R3	C1	C2	C3	C4	I	M	MX	Supp. Regs.	
44. Pet Care and Pet Related Sales and Service									S			.		.		

Section 2. 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 _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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

EXHIBIT "A"
CITY OF HIGHLAND, ILLINOIS
Zoning & Land Development Text Amendment

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: 2-1-21
Filing Fees: \$200.00
Date Paid: 2-1-21 CK 2572
Date Advertised: 2/10 & 2/11
Date Notices Sent: 2/10
Public Hearing Date: 3/3
Zoning Case # ZTA-0221-0001

APPLICANT INFORMATION:

Applicant: Karie L. Schuck Phone: 6184779393
Address: 2003 Zschokke Street, Highland Zip: 62249
Kschuck51
Email Address: Kshuckst@gmail.com

TEXT AMENDMENT PROPOSED:

Amendment Proposed to (Check One):

City Zoning Regulations City Land Development Regulations

Section(s) to Be Amended: Section Table 3.1.B - Zoning Matrix Section _____

Present Text: Attached

Proposed Text: Attached

Reason for Amendment: To allow for a dog training service via a SUP within the C-2 district

IMPACT OF AMENDMENT

	Yes	No
1. Does the amendment add language to the regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Does the amendment supplement an existing section?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Does the amendment modify an existing section?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Does the amendment repeal a section?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

MATTERS TO BE CONSIDERED

	Yes	No
1. Is the proposed amendment consistent with the City's Comprehensive Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is the proposed amendment necessary because of changed or changing conditions in the physical areas and zoning districts affected or in the political jurisdiction(s) of such changed and changing conditions:	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Karrie L. Schuck
Applicant's Signature

1-29-21
Date

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES

Use	R1 A	R1 B	R 1 C	R 1 D	R 2 A	R 2 B	R 3	C 1	C2	C 3	C 4	I	M	M X	Supp. Regs.
44. Pet Care and Pet Related Sales and Service												.		.	

Current Text

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES

Use	R1 A	R1 B	R 1 C	R 1 D	R 2 A	R 2 B	R 3	C 1	C2	C 3	C 4	I	M	M X	Supp. Regs.
44. Pet Care and Pet Related Sales and Service												.		.	

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES

Use	R1 A	R1 B	R 1 C	R 1 D	R 2 A	R 2 B	R 3	C 1	C2	C 3	C 4	I	M	M X	Supp. Regs.
44. Pet Care and Pet Related Sales and Service												.		.	

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES

Use	R1 A	R1 B	R 1 C	R 1 D	R 2 A	R 2 B	R 3	C 1	C2	C 3	C 4	I	M	M X	Supp. Regs.
44. Pet Care and Pet Related Sales and Service												.		.	

Proposed Text Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES

Use	R1 A	R1 B	R 1 C	R 1 D	R 2 A	R 2 B	R 3	C 1	C2	C 3	C 4	I	M	M X	Supp. Regs.
44. Pet Care and Pet Related Sales and Service												.		.	

Proposed Text

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES

Use	R1 A	R1 B	R 1 C	R 1 D	R 2 A	R 2 B	R 3	C 1	C2	C 3	C 4	I	M	M X	Supp. Regs.
44. Pet Care and Pet Related Sales and Service												.		.	

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES

Use	R1 A	R1 B	R 1 C	R 1 D	R 2 A	R 2 B	R 3	C 1	C2	C 3	C 4	I	M	M X	Supp. Regs.
44. Pet Care and Pet Related Sales and Service									S			.		.	



City of Highland Building and Zoning

Ex B

Meeting Date: March 3, 2021

From: Breann Speraneo, Director of Community Development

Text Amendment: Article III, Districts & Zoning Map, 90-201, Table 3.1.B

Description: Text amendment to allow for “Pet Care and Pet Related Sales and Service” as a Special Use within the C-2 Central Business District

Proposal Summary

Karie Schuck (2003 Zschokke Street, Highland, IL) is requesting a text amendment to Table 3.1.B of the Municipal Code to allow for “Pet Care and Pet Related Sales and Service” as a Special Use within the C-2 central business district.

Article III, Section 90-201, Table 3.1.B

Table 3.1.B — PRINCIPAL NON-RESIDENTIAL USES																
Use	R1A	R1B	R1 C	R1 D	R2 A	R2 B	R3	C1	C2	C3	C4	I	M	MX	Supp. Regs.	
44. Pet Care and Pet Related Sales and Service									S				.		.	

Note: Red text is the proposed amendment.

Staff Discussion

This text amendment is proposed in order to allow for a dog training business at 708 Laurel Street. The property is currently zoned C-2, so the applicant’s options were to apply for a rezoning or to apply for a text amendment to allow for “pet care and pet related sales and service” as a Special Use within the C-2 district.

The applicant was advised that applying for a rezoning to Industrial or MX would create spot zoning amongst other zoning concerns and, therefore, is not recommended. Applying for a text amendment to allow for “pet care and pet related sales and service” as a Special Use within the C-2 central business district is the alternative course of action.

This text amendment would be integrated into the Zoning Code and allow property owners within the C-2 central business districts to apply for Special Use Permits for “pet care and pet related sales and service.” While each Special Use application would be reviewed individually, staff generally considers this use to be most appropriate within the Industrial and MX districts.



City of Highland
Building and Zoning

Exhibit "C"
Determination for Zoning Text Amendment

Date Advertised: 2/10/21 & 2/11/21
Public Hearing Date: 3/3/2021

On March 3rd, 2021, the City of Highland Combined Planning and Zoning Board at its regular meeting **approved** denied a Zoning Text Amendment for the following:

Karie Schuck (2003 Zschokke Street, Highland, IL) is requesting a text amendment to Table 3.1.B of the Municipal Code to allow for "Pet Care and Pet Related Sales and Service" as a Special Use within the C-2 central business district.

The City Council will consider the recommendation of the Combined Planning and Zoning Board at the March 15th, 2021 meeting of the City Council.

In recommending DENYING (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

3/3/2021
Date

RESOLUTION NO. _____

**A RESOLUTION MAKING SEPARATE STATEMENT OF FINDINGS OF FACT
IN CONNECTION WITH ORDINANCE GRANTING SPECIAL USE PERMIT FOR
PET CARE AND PET RELATED SALES AND SERVICES WITHIN THE
“C-2” CENTRAL BUSINESS 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, Zen Paws, LLC (1513 Broadway, Highland, IL) (“Applicant”) has filed an application for a Special Use Permit for a dog training service within the “C-2” Central Business District at 708 Laurel Street, Highland, Illinois, in accord with the *Code of Ordinances, City of Highland* (See **Exhibit A**, Special Use Application attached hereto and incorporated by reference as though fully set forth herein); and

WHEREAS, Karie Schuck (2003 Zschokke, Highland, IL) (“Owner”) is the owner of 708 Laurel Street, Highland, IL; and

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

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

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

WHEREAS, CPZB does not recommend approval of this Special Use to permit a dog training service within the “C-2” Central Business District (See **Exhibit C**).

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

- (a) The Administrator to whom the Petition for a Special Use Permit was submitted referred the matter to the CPZB.
- (b) The CPZB met in regular session on March 3, 2020 at 7:00 p.m., via properly noticed public Zoom call, and in accordance with COVID-19 Open Meeting Act requirements, to consider and act upon the Petition for a Special Use Permit.
- (c) Public notice of the hearing to be held at the CPZB meeting was published pursuant to Illinois state law, and the applicant was notified of the hearing to be held at the meeting by mail, with postage thereon fully prepaid.
- (d) At the hearing, the CPZB took and heard evidence and the CPZB prepared and submitted its advisory report to the City Council recommending denial of the Petition for a Special Use Permit.
- (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 3 The City Council makes the following findings of fact concerning the *merits* of the Petition for a Special Use Permit (**Exhibit A, B and C**):

- (a) The proposed Special Use will adequately protect the public health, safety, 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 4 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 5 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 _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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

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: 2-1-21
Filing Fee: \$200.00
Date Paid: 2-1-2021 CK1454
Date Advertised: 2-10+2-11
Date Notices Sent: 2-10
Public Hearing Date: 3-3
Zoning File #: SUP-0221-0004

APPLICANT INFORMATION:

Applicant: ZEN PAWS LLC Phone: 618-304-3921
Address: 1513 BROADWAY Zip: 62249
Email Address: nalex83@yahoo.com
Owner: KARIE LSCHUCK Phone: 618-477-9393
Address: 2003 ZSCHOKKE STREET Zip: 62249
Email Address: KSCHUCK51@GMAIL.COM

PROPERTY INFORMATION:

Street Address of Parcel ID of Property: 708 Laurel Street; PIN#02-2-18-32-19-403-004

Property is Located In (Legal Description): Attached

Present Zoning Classification: C-2 Acreage: _____

Present Use of Property: Vacant apartments

Proposed Land Use: Dog training service

Description of proposed use and reasons for seeking a special use permit:
"Pet care and pet-related sales and service" is a special use within the C-2 district

SURROUNDING LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	<u>Schuck Massage Therapy</u>	<u>C-2</u>
South	<u>SF Residence</u>	<u>C-2</u>
East	<u>SF Residence</u>	<u>C-2</u>
West	<u>Keith's Automotive</u>	<u>C-2</u>

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

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;	<u>X</u>	
B. Is the proposed special use consistent with this City's Comprehensive Plan;	<u>X</u>	
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;	<u>X</u>	
D. Will the proposed special use have a minimal negative impact on public utilities and on traffic circulation on nearby streets; and	<u>X</u>	
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?	<u>X</u>	

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.

Michael L. Asch
Applicant's Signature

1/29/21
Date

To Whom It May Concern,

My name is Nicki Alexander and I have been a Personal Dog Trainer at the same pet facility for 13 years. I reside in Highland and to my knowledge we do not have any dog training businesses. I feel that this business would help this community as I have had several locals contact me about providing this service in Highland, which will increase revenue. That being said, I've always wanted to open my own training business and hopefully will have the opportunity to do so. I greatly appreciate your consideration for this business. Below you will find details on what I plan to offer this community.

The only service I would like to offer is personal training as I do not want to take away from the other amazing small businesses that offer daycare, boarding, and grooming in this town. I actually hope to work with these businesses and refer clients to them and hope they will do the same for me.

Services Offered:

1. Private Lessons-One on one sessions with a client and their dog held at my business.
2. In Home Lessons-Same as above except I will travel to their home.
3. Day Training-This service will consist of a client dropping their dog off at my business in the morning and picking up in the afternoon/evening. I will offer this service for dogs that need extra help such as rescue dogs, puppies if their owners work all day, and anyone that would prefer a trainer to do more of the teaching.

Business Hours:

Monday-Friday
7am or 8am-5pm or 6pm

My hours of operation may change weekly depending on which services clients choose that week and when I have appointments with owners. At most 7am-6pm and weekdays only. Traffic conditions will be mild, as I will be meeting with one client at a time. I will be sharing the parking lot with Schuck Massage Therapy, located in front of 708 Laurel Street. My business will not impact street parking.

Capacity:

I plan to keep this a small business and I will be the only trainer. I would like to keep my capacity at 3-5 dogs per day for day training services. I will be fencing in the backyard with a 6ft vinyl privacy fence. The yard will be used for potty breaks and play sessions between training as all dogs need recess. All dogs will be supervised at all time whether inside or out.

Home/Business Space:

I plan on using the 2nd floor apartment as my living space and the 1st level for my business.

Feel free to contact me with further questions. Once again, I appreciate you considering my business at 708 Laurel.

Kind regards,

Nicki Alexander
nalex83@yahoo.com
618-304-3921

January 29, 2021

To Whom It May Concern:

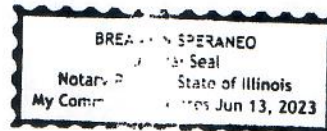
I, Karie L. Schuck, authorize Zen Paws LLC to apply for a Special Use Permit for a dog training business at 708 Laurel Street.

Thank you for your attention to this matter.



Karie L. Schuck
Owner – 708 Laurel Street
618-477-9393

✓ Brian Speraneo
1-29-21





City of Highland Building and Zoning

Ex B

Meeting Date: March 3, 2021

From: Breann Speraneo, Director of Community Development

Location: 708 Laurel Street

Zoning Request: Special Use Permit

Description: SUP to allow for a dog training business

Proposal Summary

The applicant is Zen Paws, LLC (1513 Broadway, Highland, IL). The property owner is Karie Schuck (2003 Zschokke Street, Highland, IL). 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”):

- **A Special Use Permit for a dog training service within the C-2 central business district at 708 Laurel Street. (PIN# 02-2-18-32-19-403-004)**

The zoning matrix identifies “pet care and pet related sales and service” as a Special Use within the C-2 central business district.*

**This petition is only valid if the proposed text amendment allowing for “pet care and pet related sales and service” within the C-2 district is passed by City Council.*

Comprehensive Plan Consideration

The subject property is denoted as downtown on the Comprehensive Plan’s Future Land Use Map. “Pet care and pet related sales and service” is not generally an appropriate Special Use for the downtown area, although each proposal should be individually considered.

Surrounding Uses

Direction	Land Use	Zoning
North	Schuck Massage Therapy LLC	C-2
South	Single-Family Residence	C-2
East	Single-Family Residence	C-2
West	Keith’s Automotive Center	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

Ex B

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

This area is classified as “downtown” on the Comprehensive Plan’s Future Land Use Map. A dog training business is not traditionally considered to be a downtown use.

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. The physical environment will be protected so long as all elements of the dog training business (noise, traffic, etc.) are secured within the property’s premises.

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 nearby that require special protection.

Staff Discussion

“Pet care and pet related sales and service” businesses are allowed outright in the Industrial and MX districts, as such businesses often result in noise and outdoor use of space. Businesses within the C-2 central business district are typically solely indoors with minimal noise levels. Therefore, staff believes the Industrial and MX districts to be the most appropriate districts for a dog training business.

In order for a dog training business to be considered as a Special Use within the C-2 district, factors such as fencing, parking, noise buffers, hours of business, and surrounding uses should be considered.



City of Highland Building and Zoning

Ex B

Aerial Photograph



Site Photos





City of Highland
Building and Zoning

Ex B





City of Highland
Building and Zoning

Exhibit "C"
Determination for Zoning Text Amendment

Date Advertised: 2/10/21 & 2/11/21
Public Hearing Date: 3/3/2021

On March 3rd, 2021, the City of Highland Combined Planning and Zoning Board at its regular meeting ~~approved~~ denied a Zoning Text Amendment for the following:

Karie Schuck (2003 Zschokke Street, Highland, IL) is requesting a text amendment to Table 3.1.B of the Municipal Code to allow for "Pet Care and Pet Related Sales and Service" as a Special Use within the C-2 central business district.

The City Council will consider the recommendation of the Combined Planning and Zoning Board at the March 15th, 2021 meeting of the City Council.

In recommending DENYING (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

3/3/2021

Date

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO ZEN PAWS, LLC
TO ALLOW PET CARE AND PET RELATED SALES AND SERVICES WITHIN THE
“C-2” CENTRAL BUSINESS ZONING DISTRICT
AT 708 LAUREL STREET, HIGHLAND, ILLINOIS 62249**

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. Zen Paws, LLC, 1513 Broadway, Highland, IL, is hereby granted a Special Use Permit in a “C2” zoning district, as defined in Chapter 90 of the *Code of Ordinances, City of Highland*, for Pet Care and Pet Related Services at 708 Laurel Street, Highland, Illinois 62249.

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 1. 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 _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING
ALLOCATION OF HOTEL / MOTEL TAX FUNDING
(Highland Arts Council for Advertising the 2021 Art in thePark)**

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 applicants for hotel / motel tax funding shall fill out an application to determine whether the funding request may be granted according to 65 ILCS 5/8-3-14, which reads, in pertinent part:

The amounts collected by any municipality pursuant to this Section shall be expended by the municipality solely to promote tourism and conventions within that municipality or otherwise to attract nonresident overnight visitors to the municipality

See 65 ILCS 5/8-3-14; and

WHEREAS, City has determined the applicant has submitted a “Hotel / Motel Tax Funding Application” (*See Exhibit A*); and

WHEREAS, City has determined the applicant has requested funds for tourism and/or conventions and/or overnight visitors to City, and the applicant’s request for funds may be permitted pursuant to the spirit of 65 ILCS 5/8-3-14 (*See Exhibit A*); and

WHEREAS, the City Council finds that the City Manager should be authorized and directed, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel tax funds to the applicant pursuant to the “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

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

- Section 1.* The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.
- Section 2.* The “Hotel / Motel Tax Funding Application” (*See Exhibit A*) is approved.
- Section 3.* The City Manager is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel funds to applicant pursuant to applicant’s “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

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

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

AYES:

NOES:

APPROVED:

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

ATTEST:

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



HOTEL/MOTEL FUND APPLICATION

(For Funding Requests in excess of \$1,500)

Organization Information

1) Name and Address of Applicant (Organization): _____

Highland Arts Council _____

PO Box 33 _____

Highland, IL 62249 _____

2) Website Address: www.HighlandArtsCouncil.org _____

3) Contact Person:

a) Name: Lynnette Schuepbach _____

b) Phone: 618-558-0054 _____

c) Fax: 618-654-4054 _____

d) Email: lynnette@HighlandArtsCouncil.org _____

4) Is this a Non-Profit Organization? Yes No _____

5) Status of Organization (i.e. Foundation, Corporation, etc): Charity 501(c)3 _____

6) Agency Tax ID # _____

Event Information

Please state how your request for hotel/motel tax funds will help promote: 1) tourism; 2) conventions within the City; and/or 3) overnight visitors to the municipality:

Answer in #20 Question

7) Fiscal Year of the Event: 2020-2021

8) Name of the Event: Art in the Park _____

9) Date(s) of the Event: October 8-10, 2021

10) Location of the Event: Lindendale Park & Madison County Expo Hall _____

11) Description of the Event:

New -New-New The 17th Annual Art in the Park offers both indoor and outdoor booths filled with world class art held in the hometown atmosphere of Lindendale Park & Madison Co. Expo Hall in Highland, Illinois, near St. Louis. This two-day juried exhibit, sponsored by Highland Arts Council, shows the works of 65-70 artists in eleven mediums: painting, clay, glass, drawing/pastels, fabric/fiber, wood, sculpture,

photography, jewelry, graphics/printmaking and mixed media. A total of \$9,000 in cash prizes will be awarded. Approximately 9,000 attendees shop on Saturday, October 9, 2021, from 10 am to 5 pm and on Sunday, October 10, 2021, from 11 am to 4 pm. On Friday, October 8, 2021, from 6 pm to 9 pm at a Preview Party and Reception, artists will meet the sponsors and people who have pledged dollars to spend with the artists. Art demonstrations; live music; hands-on Kids Kreation area; Art Gallery Just for Kids where they can purchase donated art for \$5; and fantastic food will keep art buyers entertained. Drive-up set up and tear down. We treat artists like the royalty they are.

12) Funding Request Amount: \$ 8,000.00

13) Projected Attendance for the Event: 9,000

14) Expected Overnight Stays for the Event: 25-30

15) Description / Purpose of Funding Request:

Help to pay for advertising to bring more people into the City.

16) Other Sources of Project Funding:

Individual Donations: \$ 900.00

Grants: \$ \$1,000

Private Businesses: \$ \$13,000

Highland Arts Council's Reserves: We hope not to have to use it up.

17) Do you anticipate the need for "in-kind" services from City resources or staff? If so, please describe the nature of your request along with an estimated number of hours needed.

- Electricity – October 8-10, 2021
- Trash – cans and dumpster
- Wi-Fi (Password protected for vendors and free for attendees) – October 8-10, 2021
- Permission for placement of signage (we will place them) from Wednesday, Oct 6 – Monday, Oct 11, 2021

18) Continuing / New Activity: New Activity

a) Is this event... New _____ Continuing

b) Do you expect it to be an Annual Event? Yes No _____

c) Do you anticipate requiring regular and continued funding? Yes No _____

d) Did you receive funding last year? Yes No _____

e) If "d" = yes i) What amount did you receive? \$ 8,000.00 (Awarded but changed to \$5193)

19) Sponsors

If applicable, please list key sponsors that donate funds or provide “in-kind” services, along with the pledged amount anticipated for the event.

SPONSOR	AMOUNT OF SPONSORSHIP
Edward Jones	\$3,000.00
Highland Rotary	\$1,250.00
St. Louis Homes & LifeStyle Magazine	\$1,250.00

20) Benefits to City Tourism: Describe how this activity attracts and/or contributes to tourism and overnight stays in the City of Highland.

- **Increased Use of Tourism Businesses**
 - Forty-nine percent of the artists are not based locally. They may require a 2 or more night stay in one of Highland’s hotels and use other services, such as restaurants, grocery stores, clothing stores or hardware/lighting stores.
 - We have blocked 10 rooms at Baymont Inn in Highland.
 - Increased use of other local businesses.
 - We suggest that the hotels, restaurants, and local wineries create a “destination package” for the weekend of Art in the Park to increase patronage of Highland businesses.
- **Increased Sales Tax Income**
 - We estimated attendance at 9,000 – 10,000 from all areas surrounding Highland and St. Louis.
 - All art items sold are taxed and reported to the State of Illinois. In previous years’ sales reported by the artists completing the evaluation were over \$25,000. The average for each artist reporting is over \$2,000.
 - Artists and attendees use Highland restaurants, shop our stores, and buy gas in Highland.
- **Providing Vendor Opportunities**
 - Restaurants have the opportunity to participate in Art in Park to promote patronage of their businesses as an onsite vendor and in their restaurant in the future.
 - Art in the Park is a marketing/advertising opportunity for businesses to tag onto the advertising of Art in the Park through sponsorships of the event.
 - Sponsorships are highlighted on colorful banners onsite.
 - Visiting artists and patrons will be using local businesses during their stay here.
- **Contributes to Highland’s Image as the 24th Best City to Live in in Illinois**
 - The addition of HAC’s Art Walk will give visitors an opportunity to see many parts of Highland in a positive aspect.
 - Art in the Park showcases Highland as a progressive city with many positive and diverse aspects. Art is one piece of the diverse puzzle that enhances our City, making Highland a great place to live.

- Promoted as a City that promotes the arts, gives class to the overall City.
- Proceeds from Art in the Park events will be used for other ways to enhance the City, i.e. Art Gallery/Visitor Center, Art Affairs, Street Art Festival, donations to Hard Road Theater and the Heartland Community Chorus, other commissioned art for the City, and materials for workshops such as Art of Soul and the Mural to be painted on the Weinheimer Building this fall.
- **Increased Visibility of Highland Within the Area and Beyond**
 - We intend to continue marketing Highland and Art in the Park through, billboards, banners, Internet, radio, TV, magazines, and newspaper.
 - The publicist did a terrific job of getting “free ink and air-time” and will continue again in 2021, including television features in several programs, Internet and social media coverage, and paid television and radio spots.
 - We will be focusing on areas to the east of Highland as well as St. Louis metropolitan area, bringing people from the surrounding areas to Highland as THE cultural center of the area.
 - Our Web site continues to be updated and improved. We will continue to link to the City of Highland Web site and hope for a continued reciprocal link.
 - We will expand and upgrad the variety of food offered at Art in the Park in 2021 hoping to entice people to stay longer at the event.
 - We intend to have live musical entertainment throughout the show, highlighting SIUE Jazz Combo.
 - When available we will work cooperatively with Hard Road Theatre by providing an ad for Art in the Park and HAC membership throughout the year.

Sponsorship Benefits (\$8,000 sponsorship or a little less than \$1/attendee)

- Corporate identification in the souvenir program booklet featuring the City as THE major sponsor of the entire event.
- Mention in all ads in the *Highland News leader, The Intelligencer, The Alton Telegraph, The Edge Magazine, Belleville News Democrat, St. Louis Post Dispatch and Journal* newspapers throughout the area, as well as every promotional piece.
- Company banner displayed on festival grounds.
- Corporate sponsorship banner displayed on festival grounds.
- Corporate sponsorship listing on festival grounds.
- One full-page advertisement in the souvenir program booklet.
- Sponsor listing in souvenir program booklet distributed to attendees and mailed with *The Edge Magazine* prior to the show and given out at the show.
- Sponsor listing in marketing flyer distributed to attendees and mailed with *Highland News Leader, Belleville News Democrat and Advertiser Direct* prior to the show.
- Web link to Highland City site from Highland Arts Council site.
- Invitations for 40 guests to the Art in the Park private reception Friday evening, October 9.

21) Additional Information: Provide any additional information which will assist the City in evaluating your project and its benefit to the City of Highland (attachments are welcomed).

- We continue the desire to have a location to further HAC and the City.
- NEA has valid research on how experiencing the arts helps youth to achieve more in academic classes. What better way to help our youth when the arts are being cut in the school classroom.
- This is the one large event where Highland Arts Council builds its resources to provide other art events throughout the year and to support other art organizations such as Street Art Festival, Hard Road Theatre, and the Heartland Community Chorus.
- A display of youth art will create more attention from local schools and parents.
- We will continue to offer the Art Gallery...Just for Kids consisting of donated art for children to purchase for \$5. This will help to build adults who will appreciate and purchase art in the future.
- We will continue to suggest the artists demonstrate during the show.
- AITP has had 16 successful years. This year will be its 17th
- Belleville’s Art on the Square and Salute to the Masters are supported financially by their respective cities. We appreciate similar support.

22) Event / Project Budget Please list all revenues and expenses, on a separate sheet (similar format) if necessary. Complete project expense information must be provided on this document. Quoted estimates must be provided when possible and when not possible, describe in an attachment how the expense was estimated.

Budget for Art in the Park 2021

Revenue	Amount
Hotel/Motel Tax Grant	\$8,000
Artist Fees (56 booths)	\$13,000
Sponsorships	\$12,000
Raffle Income	\$ 1,000
Grants	\$ 1,000
Vendors	\$ 500
Youth Art	\$ 700
Total	\$36,200

Expenses	Amount
Advertising	\$14,000
Publicist	\$ 3,000
Awards	\$ 9,000
Signs	\$ 200
Entertainment	\$ 1,700
Grounds/logistics	\$ 800
Hospitality	\$ 800
Judges	\$ 600
Marketing/design	\$ 1,150

Website Upgrade	\$ 350
Postage	\$ 700
Printed Material	\$ 1,000
Preview Party	\$ 2,000
Raffle Prize	\$ 500
Misc	\$ 200
Youth Art	\$ 200
Total	\$ 36,200

23) Attach Event Plan and Budget; Timeline for upcoming event; Marketing efforts

- All advertising goes through the Illinois South Tourism which saves us 15% of the cost of the advertising (They also help with graphic design of ads and development of radio and television ads)
- Newspaper Ads (HNL, the Pioneer BND, Intelligencer, Telegraph, St. Louis Post Dispatch, Go Magazine, The Edge Magazine)
- Paid Television Spots
- Paid Radio Spots
- Website – HighlandArtsCouncil.org
- Facebook HAC page and InstaGram and Twitter
- Insert into BND & HNL
- PR Company for \$3,000 to get press releases and free ink, air time on television shows & radio
- Press releases/stories sent to all local newspapers for free insertion in their publications (Greenville, Troy, Edwardsville, Alton, Trenton, Highland, Collinsville, O’Fallon, Belleville, etc.)
- Budget is above
- Press releases to encourage artists happens January-June, but the major advertising happens three months prior to the event.

24) Can event occur without city financial assistance: Yes No (but not at the same level)

25) Has event previously been held in Highland: Yes No

If yes, how many years in existence? 16 years

26) Projected sales tax generation: Event _____ Indirect _____ Not available

27) Number of volunteers associated with event? 50

28) Nonprofit or for profit event? nonprofit but we do hope to put something back in our account for other programs

29) Address security, traffic control for event, and Health Department and Fire Department approval in Event Plan? Yes No (Not sure)

30) Why should event be funded? Attach narrative.

- Art in the Park is one event in Highland that has a large drive to bring people into town. Other events are mostly for the people within Highland and their friends.
- The event highlights the culture of the City, the City's beauty, and world-class art at the show.
- The continuity of the show exhibits the dedication of the Highland Arts Council to the City of Highland.
- HAC is always adding/changing the show to fit the current needs. This year we added indoor space.

I certify the information contained in this application is complete, accurate, and fully discloses the scope and intent of my request for funding from the Hotel/Motel Tax Fund. I agree to comply with the City's requests for information regarding the use of awarded funds and to provide access to accounting records related to these funds. By signing this application, I accept and agree to be bound by the terms and conditions of the Hotel/Motel Tax Fund as administered by the City of Highland in compliance with current federal, state and local laws.

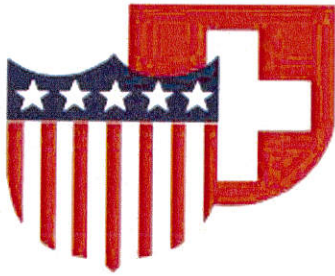
Lynnette Schuepbach

Applicant



Signature of Representative / Officer

____ President _____ Title 3/23/2021 Date



CITY OF HIGHLAND

To: Mayor and Council Members
From: Chris Conrad, Interim City Manager
Date: March 31, 2021
Subject: Approval of Hotel/Motel Funding for 2021 Art in the Park

RECOMMENDATION

I am recommending the Council approve Hotel/Motel funds of \$8,000 for the 2021 Art in the Park.

DISCUSSION

Staff reviewed the application request and determined that it meets the requirement for Hotel/Motel tax funding.

FISCAL IMPACT

Subject to approval, funding of \$8,000 will be appropriated from the Hotel/Motel Tax Budget for this item.

Recommended by: _____

Chris Conrad, Interim City Manager

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING
ALLOCATION OF HOTEL / MOTEL TAX FUNDING
(ILLINOISouth Tourism – Annual Membership, Marketing 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 applicants for hotel / motel tax funding shall fill out an application to determine whether the funding request may be granted according to 65 ILCS 5/8-3-14, which reads, in pertinent part:

The amounts collected by any municipality pursuant to this Section shall be expended by the municipality solely to promote tourism and conventions within that municipality or otherwise to attract nonresident overnight visitors to the municipality

See 65 ILCS 5/8-3-14; and

WHEREAS, City has determined the applicant has submitted a “Hotel / Motel Tax Funding Application” (*See Exhibit A*); and

WHEREAS, City has determined the applicant has requested funds for tourism and/or conventions and/or overnight visitors to City, and the applicant’s request for funds may be permitted pursuant to the spirit of 65 ILCS 5/8-3-14 (*See Exhibit A*); and

WHEREAS, the City Council finds that the City Manager should be authorized and directed, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel tax funds to the applicant pursuant to the “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

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

- Section 1.* The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.
- Section 2.* The “Hotel / Motel Tax Funding Application” (*See Exhibit A*) is approved.
- Section 3.* The City Manager is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel funds to applicant pursuant to applicant’s “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

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

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

AYES:

NOES:

APPROVED:

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

ATTEST:

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



HOTEL/MOTEL FUND APPLICATION

(For Funding Requests Equal to or Less than \$1,500)

Contact Information:

Organization Name: City of Highland

Contact Person: Mallord Hubbard

Phone: 618-654-9891

Fax: 618-654-4768

Email: mhubbard@highlandil.gov

Event Information:

1. Name of the Event: ILLINOISouth Tourism
2. Date(s) of the Event: 2021-22
3. Location of the Event: Unknown
4. Description of the Event & Purpose of Funding Request:
Annual membership to ILLINOISouth Tourism

5. Please state how your request for hotel/motel tax funds will help promote: 1) tourism; 2) conventions within the City; and/or 3) overnight visitors to the municipality:

Membership to ILLINOISouth Tourism provides the opportunity for all events to be marketed to the southern Illinois region and will drive increased tourism for all events held in Highland throughout the year.

6. Funding Request Amount: \$1500

7. Projected Attendance for the Event: Unknown



8. Expected Overnight Stays for the Event: Unknown



4387 N. Illinois St., Suite 200
Swansea, IL 62226
P. 618.257.1488 800.442.1488
F. 618.257.3403

March 9, 2021

Mark Latham
City Manager
1115 Broadway
Highland, IL 62249

Dear Mark,

Thank you for partnering with ILLINOISouth Tourism! Your support is certainly appreciated and very much needed to attract visitors to our region.

Good statistics! Traveler expenditures throughout our 22 counties amounted to \$1.26 billion based on our most recent report.

We are preparing our FY 2022 budget and marketing plan for local tourism and convention bureau grant (LTCB), beginning July 1, 2021. Along with the grant application, we must submit "commitment letters for match dollars" from our cities, villages and attractions to secure funding.

Would you please send me your commitment letter with the amount of hotel/motel tax dollars and/or general fund dollars that you will invest with ILLINOISouth Tourism? And as you evaluate your tourism budget for 2022, please include the following: membership, advertising in our Annual Visitors Guide, Tourism Times quarterly newsletters, brochures, billboards, TV, digital and any other promotional/advertising projects.

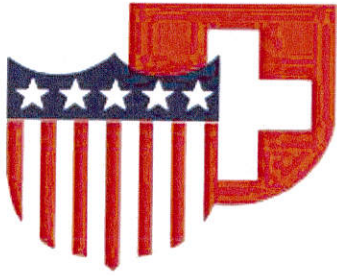
The amount of your commitment determines the grant dollars we budget to help you promote your city, village or attractions. ***Please return your commitment letter no later than April 10, 2021.***

If you have any questions, concerns or want to discuss possible promotional projects with us, don't hesitate to call. Thank you again for your continued support in Fiscal 2022!

Sincerely,

A handwritten signature in black ink that reads "Darlene Chapman".

Darlene Chapman
CEO/Finance Director
ILLINOISouth Tourism



CITY OF HIGHLAND

To: Mayor and Council Members
From: Chris Conrad, Interim City Manager
Date: March 29, 2021
Subject: Approval of Hotel/Motel Tax for City Membership to ILLINOISouth Tourism

RECOMMENDATION

I am recommending the Council approve Hotel/Motel funds of \$1,500 for expenses related to Annual Membership with ILLINOISouth Tourism for the purpose of advertisement for all events sponsored by local community.

DISCUSSION

The benefit of the city being a member of ILLINOISouth Tourism and utilizing Hotel/Motel Tax funding includes: advertising of local events throughout 22 counties, discounted advertisements in their Annual Visitor's Guide and Tourism Times, digital marketing referrals, and media buy discounts through production of promotional materials (billboards, print, radio, television, brochures, rack cards, etc.). The City's membership will provide the opportunity for city and local events to share in the benefits outlined above.

FISCAL IMPACT

Funding of \$1500 will be appropriated from the Hotel/Motel Tax Budget for this item.

Recommended by: _____

Chris Conrad, Interim City Manager

ORDINANCE NO. _____

**DESIGNATING DEPOSITORIES FOR THE FUNDS AND MONEY
OF THE CITY OF HIGHLAND, ILLINOIS**

WHEREAS, the City Council of the City of Highland deems it advisable – in accordance with Section 3.1-35-50 of the Illinois Municipal Code (65 ILCS 5/3.1-35-50) – to designate depositories for the funds and money of the City of Highland, Illinois;

WHEREAS, the City Council of the City of Highland has determined that Section 17 of the State Treasurer Act (15 ILCS 505/17) permits the designation of the Illinois Funds – which funds are part of the Public Treasurer’s Investment Pool established by the Treasurer of the State of Illinois – as a depository of the City of Highland, Illinois;

WHEREAS, the City Council finds it necessary to designate those persons, among its officers and employees, who shall have the authority, either singly or in combination, to consent to, and to direct, the expenditure, investment, or other transfer of the funds and money of the City of Highland, Illinois; and

WHEREAS, the City Council finds that, for the sake of promoting the efficient daily operation of the municipal government, it should approve a depository’s making electronic transfers of funds and money – either between Accounts of the City of Highland, or for the making of legally permissible investments for the City of Highland, or for the payment of expenses of the City of Highland – upon the depository’s receiving oral authorization or electronic authorization (by email or facsimile transmission) therefor from Director of Finance Kelly Korte or from Assistant Director of Finance Reanna Ohren;

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. FCB Highland Bank, Regions Bank, and the Illinois Funds (hereinafter collectively referred to as the “City’s depositories”) are designated as depositories of the funds and money of the City of Highland, Illinois.

Section 3. The funds and money of the City of Highland, Illinois, deposited in the City's depositories may be withdrawn upon a properly authorized check, note, or written order of the City of Highland, Illinois.

Section 4. A check, note, or written order – for the withdrawal of the funds or money of the City of Highland – shall be deemed to be properly authorized only if it is made in accordance with the restrictions set forth in the following subsections that are applicable to the Account or Accounts in question: namely,

- 4(a). Checks drawn against the Operating Account and Payroll Account of this City shall be executed, with facsimile signatures of two individuals, by either the City Clerk; City Treasurer, or Interim City Manager, provided further, that, if such a check equals or exceeds Ten Thousand Dollars (\$10,000.00), the second signature must be a manual signature of one of the following persons: City Clerk, City Treasurer or Interim City Manager.
- 4(b). Checks drawn against the Street Bond Account, the Motor Fuel Tax Account, the Foreign Fire Insurance Fund, TIF #2- Bond, Public Safety Facility Bond Fund, City of Highland, IL Series 2019 Debt Service Reserve Fund, and the Illinois Funds shall be executed by the manual signature of any two of the following: the Interim City Manager, and the Director of Finance.
- 4(c). Checks drawn against the Cemetery Board of Managers Account shall be executed by the manual signature of any two of the following; the Treasurer of the Cemetery Board of Managers, the Interim City Manager, and the Director of Finance.
- 4(d). Checks drawn against the Police General Seizure Account and the Police Asset Forfeiture Account shall be executed with manual signatures by the Interim Chief of Police and the second signature must be a manual signature of the Interim City Manager.
- 4(e). The City Clerk shall certify to the City's depositories the manual or facsimile signatures of the authorized officers and employees identified in subsections 4(a), 4(b), 4(c), and 4(d) above.
- 4(f). No check, draft, note, or written order drawn against any of the Accounts identified in subsections 4(a), 4(b), 4(c), and 4(d) above shall be valid unless signed or authorized in accordance with this ordinance.

Section 5. The authorized officers and employees identified in subsections 4(a), 4(b), 4(c), and 4(d) above may file with the Secretary of State, of the State of Illinois, manual signatures, certified under oath. Each such authorized officer and employee (for the purpose of

placing his or her signature on a check, draft, note, or written order, as referred to in Section 4 above) may execute his or her signature manually, or, in lieu thereof, may cause his or her signature to be executed with a true and accurate facsimile signature.

Section 6. The City's depositories are authorized and directed to honor and to pay any check, draft, note, or written order drawn in accordance with the requirements of Section 4 above, regardless of (a) whether the check, draft, note, or written order is payable to the order of any such persons signing and/or countersigning the check, draft, note or written order, or (b) whether any such persons sign in their individual capacities or not, or (c) whether the check, draft, note or written order is deposited to the individual credit of the person so signing and/or countersigning the check, draft, note or written order or to the individual credit of any of the other officers or not.

Section 7. The City's depositories are authorized and directed to honor and to make electronic transfers of funds and money – either between Accounts of the City of Highland, or for the making of legally permissible investments for the City of Highland, or for the payment of expenses of the City of Highland – upon the depositories' receiving oral authorization or electronic authorization therefor *only from Director of Finance Kelly Korte or from Assistant Director of Finance Reanna Ohren.*

Section 8. The City of Highland, Illinois, may invest in Certificates of Deposit and other statutorily-allowed investments or securities at various banks (even though not among the City's depositories), and to sell, cash in or dispose of investments of the City, with proceeds to be payable to the City, provided (a) that the amount of the investment is fully covered by the FDIC or, to the extent not so covered, by legal collateral in accordance with Section 3.1-35-50(b) of the Illinois Municipal Code (65 ILCS 5/3.1-35-50(b)), and (b) that both the Interim City Manager and Director of Finance authorize such investments (or the cashing in of such investments) by their manual signatures.

Section 9. This ordinance supersedes Ordinance #3060 dated November 16, 2020.

Section 10. This ordinance shall continue in force (and be retroactive to March 24, 2021) – and the City's depositories may consider the manual or facsimile signatures of the officers and employees designated in Section 4 above to be as set forth in the certification of the

City Clerk, accompanying a copy of this ordinance when delivered to the City's depositories, or in any similar, subsequent certification – until the City Clerk serves written notice to the contrary upon the City's depositories.

Section 11. This ordinance shall be effective upon its passage, approval, and publication in pamphlet form 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 _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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

CITY OF HIGHLAND SIGNATURE CERTIFICATION

This is to certify that the names and signatures below are those of the persons holding the offices and positions indicated:

Barbara Bellm, City Clerk _____

Dennis Foehner, Treasurer _____

Christopher Conrad, Interim City Manager _____

Kelly Korte, Director of Finance _____

Clifton Couch, Treasurer
Cemetery Board of Managers _____

Reanna Ohren, Assistant Director
Of Finance _____

Charles Becherer, Interim Chief of Police _____

(CORPORATE SEAL)

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



City of Highland

Finance Department

MEMO FROM: Kelly Korte, Director of Finance
MEMO TO: Chris Conrad
SUBJECT: Publication
DATE: March 16, 2021

The below public notice is set to be published in the Pioneer on Wednesday April 7, 2021.

PUBLIC NOTICE

There will be a public hearing on the annual City of Highland budget for the fiscal year beginning May 1, 2021 and ending April 30, 2022. This public hearing will be held at the regular City Council meeting on Monday, April 19, 2021 at 7:00 PM at City Hall, 1115 Broadway, Highland, Illinois. This meeting of the city council will be held in person and may also be monitored 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 7th, the tentative budget for the fiscal year beginning May 1, 2021 and ending April 30, 2022 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.

RESOLUTION NO. _____

A RESOLUTION WAIVING COMPETITIVE BIDDING REQUIREMENT AND AUTHORIZING PURCHASE OF 2021 CASE 621 WHEEL LOADER FROM LUBY EQUIPMENT SERVICES FOR STREET AND ALLEY DEPARTMENT AND WATER RECLAMATION FACILITY

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 Director of Public Works has informed the City Council that the Street and Alley Department and Water Reclamation Facility need a new Wheel Loader for day-to-day operations, including loading salt, rock, debris, and other materials; and

WHEREAS, the Director of Public Works has informed the City Council that City is currently using a 1999 Case Wheel Loader for day-to-day operations; and

WHEREAS, the Director of Public Works has recommended to City Council to replace the current Wheel Loader with a new model; and

WHEREAS, the Director of Public Works received quotes for new Wheel Loaders:

<u>Dealership</u>	<u>Machine</u>	<u>Price</u>
Fabick	Caterpillar 930M model year 2020	\$167,550.45
Roland Machinery Co.	Komatsu WA270-8 model year 2021	\$166,638.71
Luby Equipment	Case 621G model year 2021	\$151,000.00

and

WHEREAS, City has determined Luby Equipment participates in the Sourcewell program, formally known as the National Joint Purchasing Association, which is a cooperative created for government entities to purchase items at competitive prices; and

WHEREAS, the Director of Public Works has informed City Council Sourcewell is comparable to the State of Illinois Procurement program (state bid contract); and

WHEREAS, the Director of Public Works has informed the City Council that, although there are other manufacturers of this equipment, City, by utilizing pre-negotiated contract pricing from Sourcewell, is guaranteed competitive pricing; and

WHEREAS, the Director of Public Works has informed the City Council the 2021 Case 621G Wheel Loader was the least expensive price quote City received for new Wheel Loaders; and

WHEREAS, the Director of Public Works has informed the City Council the purchase of the 2021 Case 621G Wheel Loader will utilize budgeted funds from the Street and Alley (60%) and the Water Reclamation Facility (40%), with accounts shown in the FY 2021 budget; and

WHEREAS, the Director of Public Works has recommended City purchase the 2021 Case 621G Wheel Loader; and

WHEREAS, Luby Equipment has submitted a Quotation to City (“Quotation”) for the purchase of the 2021 Case 621G Wheel Loader in the amount of \$151,000.00

WHEREAS, City finds the Quotation for the purchase of the 2021 Case 621G Wheel Loader, for the amount of \$151,000.00, is fair and reasonable and, so, should be approved; and

WHEREAS, City deems it to be in the best interests of City to waive the competitive-bidding requirement that would otherwise apply and to purchase the 2021 Case 621G Wheel Loader for the amount of \$151,000.00; and

WHEREAS, City also finds that the City Manager and/or Mayor should be authorized and directed, on behalf of City, to execute whatever documents are necessary to purchase the 2021 Case 621G Wheel Loader for the amount of \$151,000.00.

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

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

Section 2. The competitive bidding requirement is waived and the purchase of the 2021 Case 621G Wheel Loader for the amount of \$151,000.00 is approved.

Section 3. The City Manager and/or Mayor is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to make the purchase.

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

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

AYES:

NOES:

APPROVED:

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

ATTEST:

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

8853 Petroff Drive, Caseyville, IL 62232

1/18/21

To: City of Highland
c/o Clint Conrad

Re: Wheel Loader Quote

Please find the following quote for a **New Case 621G Wheel Loader with the following features:**

- **Z – Bar Lift Configuration**
- **4 Speed Transmission**
- **Heavy Duty Transmission**
- **Cubed Cooling System with Reversing Fan**
- **Enhanced Cab**
- **Joystick with 1 Auxiliary Function**
- **Fender with LH/RH Steps**
- **3 Cyd Quick Couple Bucket – JRB Style**
- **Cold Weather Package**
- **Ride Control**
- **Skid Plate / Transmission Guard**
- **3 Year Advanced Telematics Subscription**
- **Case Sitewatch Telematics**

Total Purchase Price: \$151,000.00

Lease Terms:

\$2,673.83 per month for 60 months

\$15,959.33 Semi Annually for 60 months

\$31,721.55 Annually for 60 months

Ownership is conveyed on last payment.

Thank You for allowing Luby Equipment Services the opportunity to quote on your equipment needs. If you need anything further, please don't hesitate to contact me.

Regards,

Larry Sims – Territory Manager / Metro East

Cell: 618-799-1337 Office: 618-397-9971

lsims@lubyequipment.com

Missouri

Fenton
2300 Cassens Dr.
Fenton, MO 63026
636-343-9970

Cape Girardeau
199 Airport Rd.
Cape Girardeau, MO 63702
573-334-9937

O'Fallon
2999 Mexico Rd.
O'Fallon, MO 63366
636-332-9970

Illinois

Quincy
2625 North 24th St.
Quincy, IL 62305
217-222-5454

Springfield
4375 Camp Butler Rd.
Springfield, IL 62707
217-744-2233

Caseyville
8853 Petroff Dr.
Caseyville, IL 62232
618-397-9971

Missouri

Fenton
2300 Cassens Dr.
Fenton, MO 63026
636-343-9970

Cape Girardeau
199 Airport Rd.
Cape Girardeau, MO 63702
573-334-9937

O'Fallon
2999 Mexico Rd.
O'Fallon, MO 63366
636-332-9970

Illinois

Quincy
2625 North 24th St.
Quincy, IL 62305
217-222-5454

Springfield
4375 Camp Butler Rd.
Springfield, IL 62707
217-744-2233

Caseyville
8853 Petroff Dr.
Caseyville, IL 62232
618-397-9971

Caterpillar Financial Services Corporation

Finance Proposal

CUSTOMER

Name: CITY OF HIGHLAND MUNICIPAL LIGHT & POWER
 Address _____ Good if: _____
 City _____ Acknowledged by _____ Apr-1-2021
 State _____ Funded by _____ Apr-1-2021

DEALER

JOHN FABICK TRACTOR COMPANY
 Sales person _____ Crean D120, Gary _____
 Dealer contact _____
 Telephone _____
 Quote number _____ 4171776
 Fax Number _____
 Quote Date _____ 02-Mar-21
 Quote Time _____ 01:30:37 PM

FINANCE PROPOSAL

This is Caterpillar Financial Services Corporation's confirmation of the following finance proposal. This is a proposal only and is subject to credit approval, execution of documentation, and execution and approval of the application survey.

Finance Type _____ Cat Value Option _____ Quoted By _____ Brian Hardy
 Number of Payments _____ 36 Monthly _____ Report Created By _____ Brian Hardy
 Payments _____ in Advance _____

	<u>Model</u>	<u>ADR Code</u>	<u>Ann. Hours</u>	<u>Qty</u>	<u>Amount Financed</u>	<u>Payment</u>	<u>Purchase Option</u>
New	930M	15.000	500	1	167,550.45	2,411.77	103,530.00

Special Conditions:
 930M

Serial Number - F5K00732, Model Year - 2020, Standard Environment;
 Major Attachments-Air Conditioning, Cab, Ride Control, Tires; Blades/Buckets/Rippers-Quick Coupler, General Purpose Bucket;
 Manual Configuration and Work Tools:

Payment Structure – Asset
 36 Monthly payment(s) 2,411.77

	<u>Model</u>	<u>Insurance</u>	<u>Payment w/Insurance</u>
New	930M	167.59	2,579.36

The estimate for insurance is provided through Caterpillar Insurance Company (Provided by Westchester Insurance Company in Rhode Island) and is not an offer to contract for insurance.

CONDITIONS

- Insurance:** The customer must provide evidence of physical damage and liability insurance in an amount and from an insurance carrier satisfactory to CFSC. CFSC must be named on the policies, as loss payee and additional insured, as applicable, and a certificate of insurance, in form and substance acceptable to CFSC, must be provided to CFSC.
- Taxes:** All taxes are the responsibility of the customer and may or may not be included in the above payment amount.
- Equipment:** The equipment cannot be delivered until all documents are executed by CFSC. All equipment must reside in the United States at all times.
- Approval:** This proposal is subject to, among other things, final pricing, credit approval and document approval by CFSC.

The terms and conditions outlined herein are not all-inclusive and are based upon information provided to date. This proposal may be withdrawn or modified by Lessor at anytime. This proposal does not represent an offer or commitment by CFSC to enter into a transaction or to provide financing and does not create any obligation for CFSC. A commitment to enter into the transaction described herein may only be extended by CFSC after this transaction has been approved by all appropriate credit and other authorities within CFSC.

Caterpillar Financial Services Corporation
 2120 West End Avenue, Nashville, TN 37203
 (615)-341-1000

We appreciate the opportunity to provide you a proposal for this transaction.

Proposed by:

Caterpillar Financial Services Corporation

Acknowledged by:

CITY OF HIGHLAND MUNICIPAL LIGHT Date
& POWER



ST. LOUIS DIVISION HEADQUARTERS
4670 CROSSROADS INDUSTRIAL DRIVE
BRIDGETON, MO 63044
314-291-1330/800-274-7230
FAX 314-291-8050

February 11, 2021

City of Highland
1115 Broadway
Highland Illinois 62249

Gentlemen:

We are pleased to submit the following quotation for your consideration:

ONE NEW KOMATSU MODEL WA270-8 WHEEL LOADER, equipped as follows:

Engine and related items:

Air cleaner, dry type, 2-stage, radial sealed

Engine shut-off system, electric with key

Engine, Komatsu SAA6D107E-3, 6-cylinder, turbocharged air-to-air after cooled, cooled EGR, direct injection Tier 4 Final Interim emissions certified diesel, 151 net horsepower/2000 RPM

Exhaust pipe, curved

Fan, auto-reversing, hydraulic driven

KDPF – After treatment assembly consisting of KDOC and KCSF

Komatsu auto idle shut down

SCR – Selective Catalytic Reduction after treatment with DEF tank and heated lines

Starting aid, intake air pre-heater type

Electrical system:

Alternator, 60 amperes, 24-volt

Back-up alarm

Batteries, two 12-volt, 92 Ah, 680 CCA

Battery disconnect switch

Horn, electric

Lights

- Back-up light, rear LED
- Sealed DT electrical connectors
- Starting motor, 5.5 kW direct electric, 24-volt
- Stop and tail-light, LED
- Turn signal, 2 front/2 rear, with hazard switch
- Working lights, halogen (2 front, high low beam with indicator, fender mount, 2 rear grill-mount
- Working lights, halogen, (2 front) outside of cab mount

Powertrain and Controls:

Differentials, torque proportioning, inboard planetary

Parking brake, wet disc type

Service brakes, hydraulic, wet multiple disc type, axle-by-axle, inboard

Transmission, hydrostatic, 1 pump, 2 motors, full auto shift with speed range control

Transmission control

- F/R: Steering column/loader control lever selectable
- Maximum speed control: electric, 4 speed front and rear
- Traction control: electric, 3-mode

Operator environment:

Cab, ROPS/FOPS, installed includes adjustable arm rests, adjustable work equipment levers, cigarette lighter/ashtray, dome light, electrically heated rear window, air conditioner/heater/defroster/pressurizer, floor mat, front intermittent and rear wiper/washer, rearview mirrors 2 outside, 2 inside, right and left-hand door access with steps and sun visor

Hydraulic control, 2-spool (boom/bucket), multi-function mono lever control, with integrated transmission forward and reverse switch and includes integrated third spool proportional switch, 3-spool is optional

Monitor, 7", LCD, color

Radio, AM/FM with speakers and auxiliary jack

Rearview monitor

Seat, heated air suspension type, reclining with armrests (fabric)

Seat belt, 3" width, retractable

Steering wheel, tiltable, telescopic

Equipment Management Monitoring System (EMMS)

Monitor, multi-function, 7", LCD, color, high-resolution

Warning message system with descriptions

Gauges

- Engine water temperature
- ECO
- Fuel level
- HST oil temperature
- Speedometer/tachometer

Pilot Lights

- Auxiliary steering (optional)
- Brake oil pressure
- Central warning
- Cooling fan reverse
- DEF level
- Directional indicator
- ECSS
- Engine pre-heater
- Head lamp high beam
- HST emergency pump drive
- KDPF restriction indicator

- Komtrax message
- Parking brake warning
- Quick coupler lock release (optional)
- Remote boom and bucket positioner
- Seat belt caution
- Steering oil pressure
- Traction level
- Transmission speed range
- Turn signal
- Work equipment lock warning

Special arrangements

- Ambient temperature range, minus 20 degrees Celsius (minus 4 degrees Fahrenheit) through plus 45 degrees Celsius (plus 113 degrees Fahrenheit) at maximum standard elevation of 7,546 ft.

Other Standard Equipment:

Boom kick-out, automatic, in-cab adjustable

Bucket and lift cylinders

Bucket positioner, automatic, in-cab adjustable, 3-position

Centralized grease banks

Counterweight, standard and additional

Electronically Controlled Suspension System (ECSS)

Fenders, full front and partial rear

Handrails, front, left and right hand

KOMXTRAX, Level 5

Lifting eyes

Parallel loader linkage and standard lift boom

Provision for Quick Coupler (mount points for piping, harness for cab switch)

Rims for 20.5-25 tires, 4 each

Vandalism protection

- Cap lock and cover for fuel tank and hydraulic tank
- Padlocks
- Battery boxes
- Engine hood side panels and rear grill, lockable
- Radiator cap cover, bolted
- Transfer case oil filler cover

Voltage converter (12 volts, 5-amp x 2)

BASE MACHINE PRICE	\$233,546.00
Full Rear Fenders	\$ 2,955.00
Michelin 20.5-R25 XHA L3 Tires	\$ 16,591.00
Komatsu Quick Coupler	\$ 9,223.00
Quick Coupler Hydraulics	\$ 1,925.00
3 yard General Purpose Bucket	\$ 10,001.00
KOMATSU TOTAL LIST PRICE	\$274,241.00
PURCHASE FACTOR	.588%
PURCHASE PRICE F.O.B. KOMATSU	\$161,253.71

Outside Items

Freight – Inbound	\$ 3,516.00
Freight – Delivery	\$ 440.00
PDI Assembly	\$ 1,429.00

Komatsu Care Complimentary Scheduled Maintenance for the first 3 years or 2,000 hours and two complimentary KDPF exchange units for the first 5 years, no hour limit

SOURCEWELL CASH SALE PRICE LESS OPTION INCLUDED
\$166,638.71

Option

3-year/3,000-hour Premier Warranty \$ 3,816.00

SOURCEWELL CASH SALE PRICE WITH OPTION \$170,454.71

ABOVE PRICING GOOD FOR 30 DAYS UNLESS OTHERWISE NOTED.

Terms

To be arranged.

Delivery

From factory, subject to prior sale.

State/Local Taxes not included and must be added if applicable.

Thank you for the opportunity to quote City of Highland. If we may be of further assistance, please don't hesitate to call.

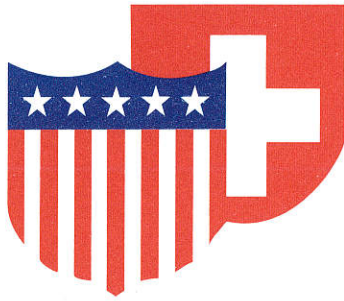
Yours very truly,

ROLAND MACHINERY COMPANY
ST. LOUIS DIVISION

James M. Jesuit

James M. Jesuit
Vice President/General Manager

JMJ/kf



City of Highland

MEMO TO: Christopher Conrad, City Manager
FROM: Joe Gillespie, Director of Public Works
DATE: March 30, 2021
SUBJECT: Purchase of One New Wheel Loader
Recommendation for Approval of Purchase

RECOMMENDATION

I recommend that you request council approval to waive normal and customary bidding practices and award the purchase of a new 2021 Case 621G Wheel Loader to Luby Equipment Services in Caseyville, IL for \$151,000.00.

DISCUSSION

We solicited quotes from three manufacturers to see costs for rentals and outright purchases. In doing so, we realized that Luby Equipment sells machines from Sourcewell. Sourcewell, formally known as the National Joint Purchasing Association, is a service cooperative created as a resource for government entities to purchase items at competitive prices. The City has used the National Joint Purchasing Association in the past. This is comparable to the State of Illinois Procurement program (state bid contract). Luby Equipment is selling this machine at the Sourcewell pricing. The following quotes were received:

<u>Dealership</u>	<u>Machine</u>	<u>Price</u>
Fabick	Caterpillar 930M model year 2020	\$167,550.45
Roland Machinery Co.	Komatsu WA270-8 model year 2021	\$166,638.71
Luby Equipment	Case 621G model year 2021	\$151,000.00

The wheel loader is used for loading salt, rock, debris, and other materials at both the Street and Alley shop and the Water Reclamation Facility. The current wheel loader is a Case model year 1999 purchased used in October of 1999.

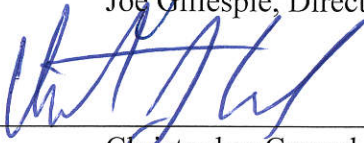
FISCAL IMPACT

This purchase will utilize budgeted funds from the Street and Alley (60%), and Water Reclamation Facility (40%) accounts shown in the FY 2021 budget.

CONCURRENCE

Recommended by: _____

Joe Gillespie, Director of Public Works

Approved by: _____

Christopher Conrad, City Manager

RESOLUTION NO. _____

**A RESOLUTION WAIVING COMPETITIVE BIDDING REQUIREMENT AND
AUTHORIZING PURCHASE OF OFFICE FURNITURE FROM CI SELECT FOR THE
CITY OF HIGHLAND PUBLIC SAFETY BUILDING**

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 Manager requests waiver of the competitive bidding requirement for selection of CI Select to finalize the furniture design and furniture order for the City Public Safety Building; and

WHEREAS, the City Manager has informed the City Council that the City developed an employee committee to evaluate the furniture options of 3 furniture providers who sell office furniture through approved purchasing cooperatives and consortiums; and

WHEREAS, the City Manager has informed the City Council that the 3 potential office furniture providers evaluated were CI Select, Egyptian Workspace Partners and KI (a distributor for a specific furniture brand that is also sold by the other vendors); and

WHEREAS, the City Manager has informed the City Council that the City employee committee determined CI Select was the least expensive office furniture provider and was also the preferred bidder for design and quality; and

WHEREAS, City has determined CI Select is proposing to purchase the furniture through a combination of GSA pricing, OMNIA Partners Public Sector pricing, and The Interlocal Purchasing System (TIPS), which are all government purchasing consortiums similar to IL State Bid pricing; and

WHEREAS, the City Manager has informed the City Council that the total pricing provided by CI Select for office furniture is \$222,343.54 and is within budget expectations for furnishing the City Public Safety Building (*See* “CI Select Price Quotation” attached hereto as **Exhibit A**); and

WHEREAS, the City Manager has recommended City waive the competitive bidding requirement and purchase office furniture for the Public Safety Building according to the CI Select Price Quotation (**Exhibit A**); and

WHEREAS, City finds the CI Select Price Quotation to be fair and reasonable, and City has determined the CI Select Price Quotation should be approved (**Exhibit A**); and

WHEREAS, City deems it to be in the best interests of City to waive the competitive-bidding requirement that would otherwise apply and to purchase office furniture for the City Public Safety Building according to the CI Select Price Quotation (**Exhibit A**); and

WHEREAS, City finds that the City Manager and/or Mayor should be authorized and directed, on behalf of City, to execute whatever documents are necessary to purchase office furniture for the City Public Safety Building according to the CI Select Price Quotation (**Exhibit A**).

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

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

Section 2. The competitive bidding requirement is waived and the purchase of office furniture for the City Public Safety Building according to the CI Select Price Quotation (**Exhibit A**) is approved.

Section 3. The City Manager and/or Mayor is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to make the purchase (**Exhibit A**).

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

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

AYES:

NOES:

APPROVED:

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

ATTEST:

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



St. Louis
11840 Westline Industrial Dr, Ste. 100
St. Louis, MO 63146

Omaha
4616 Dodge St.
Omaha, NE 68132

QUOTE

Date: 3/31/2021

CI Select Contact:
Stacey Wellen
swellen@ciselect.com

Prepared For:

Highland Public Safety Building
Shawn Bland
Troxell Road
Highland IL 62249
P:

Install Address:

Highland Public Safety Building
Troxell Road
Highland IL 62249

Furniture Plan

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
1		1		Fleetwood NCPA Contract 07-27	\$0.00	\$0.00
2		1		Ghent TIPS Contract 200301	\$0.00	\$0.00
3		1		HON Omnia Contract R191804	\$0.00	\$0.00
4		1		Safeco Omnia Contract R191814	\$0.00	\$0.00
5		1		Global TIPS Contract 200301	\$0.00	\$0.00
6		1		National Omnia Contract R191811	\$0.00	\$0.00
7		1		Sit On It Omnia Contract R191803	\$0.00	\$0.00

Subtotal: \$0.00

BACK HALLWAY

8	FG1	9	77046627	Illusions Collection Tall Mobile Storage Cabinet 36 w x 27d x 72h	\$1,545.70	\$13,911.30
				Laminate: Finish- TBD		
				Q-000917		

9		1		Freight	\$0.00	\$0.00
---	--	---	--	---------	--------	--------

Subtotal: \$13,911.30

BREAKROOM

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
10	NOF	3	N93M2MX	FRINGE,MID BACK,2 SEAT,ARMLESS,CONTRAST		\$1,615.05 \$4,845.15
			BACK UPHOLSTERY GRADE	1	GRADE 1	
			BACK UPHOLSTERY PATTERN COLOR	11510	VESSEL COAST	
			LUMBAR UPHOLSTERY GRADE	1	GRADE 1	
			LUMBAR UPHOLSTERY PATTERN COLO	11510	VESSEL COAST	
			EXTREME BACK UPH GRADE	1	GRADE 1	
			EXTREME BACK UPH PATTERN COLOR	11510	VESSEL COAST	
			SEAT UPHOLSTERY GRADE	COM	CUSTOMER'S OWN MATERIAL	
			SEAT UPHOLSTERY PATTERN COLOR	SPECIAL	SEAT UPHOLSTERY PATTERN COLOR	
				TOR	PALLAS APHRODITE PLATINUM	
			FRONT SEAT GROMMET	G23SLR	POWER GROMMET,SILVER,LEFT/RGHT	
			LEG MATERIAL/FINISH	501	METAL LEG,PLATINUM METALLIC	
			GLIDE	C10	SOFT GLIDE	
11	NOF	1	N93TMCLL	FRINGE,MID BACK,CORNER TABLE,LEFT,LAMINATE,METAL LEG		\$944.55 \$944.55
			SURFACE GROMMET	X	NO SURFACE GROMMET	
			SIDE GROMMET	X	NO SIDE GROMMET	
			LAMINATE COLOR	792	SABLE	
			PAINT	501	PLATINUM METALLIC	
			GLIDE	C10	SOFT GLIDE	
12	NOF	1	N93TMIBL	FRINGE,MID BACK,INLINE TABLE,LAMINATE,METAL LEG		\$770.85 \$770.85
			SURFACE GROMMET	X	NO SURFACE GROMMET	
			SIDE GROMMET	X	NO SIDE GROMMET	
			LAMINATE COLOR	792	SABLE	
			PAINT	501	PLATINUM METALLIC	
			GLIDE	C10	SOFT GLIDE	
13	NOF	4	N93GB2	FRINGE,GANGING CONNECTOR BRACKET,SET OF 2		\$33.30 \$133.20
14	PAL	6	27.258.102	Pallas Aphrodite Platinum		\$37.65 \$225.90
				Ship to	National Office Furniture	
					340 East 11th Avenue	
					Jasper, IN 47546-2662	
15	NOF	2	CP-SQ36E	UNIVERSAL,36DX36W,CONFERENCE TOP,SQUARE,LAM		\$213.75 \$427.50
			GROMMET	X	NO GROMMET	
			LAMINATE COLOR	792	SABLE	
16	NOF	2	CBV2228DRNBP	CONFERENCE,22WX28H,ROUND DISC BASE		\$277.20 \$554.40
			COLUMN PAINT COLOR	501	PLATINUM METALLIC	
			FOOT PAINT COLOR	501	PLATINUM METALLIC	

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
17	NOF	1	10N1622RTPUL	UNIVERSAL,16DX22W,PULL UP TABLE,LAMINATE	\$498.15	\$498.15
			LAMINATE COLOR	792 SABLE		
			PAINT	501 PLATINUM METALLIC		
18	HON	6	HMVR-2460G-FX	Motivate Table Rect 24Dx60W 2mm Edge Fixed Base	\$383.80	\$2,302.80
			Select Grommet Location	.N No Grommets		
			Select Grade	\$(L1STD) Grd L1 Standard Laminates		
			Select Laminate	.PINC LAM: Pinnacle		
			Select Edge Color	.PINC LAM: Pinnacle		
			Select Caster/Glide Option	.G Glide		
			Select Paint Grade	\$(P2) P2 Paint Opts		
			Select Grade 2 Paint	.T1 Platinum Metallic		
19	KII	14	SLNAUB	Strive Four-Leg Armless Chair,Uph Seat/Back	\$188.70	\$2,641.80
			Upholstery Grade/Color	/NFR Compliance to TB 117-2013		
			Upholstery Grade/Color	GRPP0 Pallas Fabric Group P0		
			PO Fabric	APHRODITE APHRODITE		
			APHRODITE	/27.258.134.P THAMES		
			Frame Color	/SX Starlight Silver Metallic		
			Glide Option	/F Felt Glides		
			Poly Seat & Back Color	-NFR No Fire Retardant		
			Poly Seat & Back Color	/PWG Warm Grey		
20	HON	1	H105493	10500 Series 72Wx24Dx29-1/2H Cred w/Two Storage Cab	\$665.79	\$665.79
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
21	HON	1	H105299	10500 Series 36Wx24Dx66-5/8H Stg Cab-Full-width Shelves	\$858.91	\$858.91
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
22	HON	5	H10517	10500 Series 36Wx20Dx45-1/2H Lateral File-Three-Drawer	\$645.59	\$3,227.95
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
23	SAFEC	1	7765GR	Wood 18-Compartment Mail Sorter	\$112.47	\$112.47
24	GNT	1	AK46	TRADITIONAL NATURAL CORK 4X4 BOARD WITH ALUMINUM FRAME	\$104.43	\$104.43

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
25	HON	18	HSWEPC2	Sweep Handle Kit Satin Nickel 2-Pack	\$17.38	\$312.84
26	HON	8	HF23B	Black Removable Lock Core Kit	\$12.93	\$103.44
Select Key Number .X102E KEY NUMBER: 102E						
Subtotal:					\$18,730.13	

BUNK

27	KII	4	RMSBA-PBD	Roomscape Single Bed Assembly,38 7/8"Wx86"Lx39 3/8"H,Particle Board	\$649.23	\$2,596.92
				Finish Color /WG Warm Grey		
				Laminate Color /LRY River Cherry		
28	KII	4	21MT.1207	Roomscape Mattress,36"x80"	\$219.81	\$879.24
29	NOF	4	WWN2415PFBFL	WAVEWORKS,24DX15W,PEDESTAL,FREESTANDING,BOX/BOX/FILE,LAM	\$510.30	\$2,041.20
				RIM PROFILE ... Skipped Option		
				PULL ... Skipped Option		
				LOCK KRB RANDOM CORE,INSTALLED,BLACK		
				TOP LAMINATE GROUP STD STANDARD LAMINATE		
				LAMINATE COLOR ... Skipped Option		
				DRAWER/DOOR LAMINATE COLOR ... Skipped Option		
				CHASSIS LAMINATE COLOR ... Skipped Option		
30	KII	4	SLNAUB	Strive Four-Leg Armless Chair,Uph Seat/Back	\$188.70	\$754.80
				Upholstery Grade/Color /NFR Compliance to TB 117-2013		
				Upholstery Grade/Color GRPP0 Pallas Fabric Group P0		
				PO Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.134.P THAMES		
				Frame Color /SX Starlight Silver Metallic		
				Glide Option /S Steel glides		
				Poly Seat & Back Color -NFR No Fire Retardant		
				Poly Seat & Back Color /PWG Warm Grey		
Subtotal:					\$6,272.16	

COMMUNITY/TRAINING

31	NOF	5	WW233633PUHL	WAVEWORKS,23DX36WX33H,DOUBLE DOOR,UNDERSURFACE,LAM	\$526.05	\$2,630.25
				PULL 73PL SWEEP,PLATINUM METALLIC		
				GROMMET X NO GROMMET		
				LOCK KS1B SPECIFY 1 BLACK CORE SEPARATE		
				DRAWER/DOOR LAMINATE COLOR 792 SABLE		
				CHASSIS LAMINATE COLOR 792 SABLE		

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
32	NOF	2	WWN2472WSSDL	WAVEWORKS,24DX72W,SURFACE,RECTANGULAR,HPL		\$263.70 \$527.40
			SUPPORT	M	MAIN	
			RIM PROFILE	V792	SOFTENED PVC,SABLE	
			GROMMET	X	NO GROMMET	
			WIRE MANAGER COLOR	X	NO WIRE MANAGER	
			MODIFIED DEPTH	X	NO MODIFIED DEPTH (STANDARD)	
			MODIFIED WIDTH	X	NO MODIFIED WIDTH (STANDARD)	
			TOP LAMINATE GROUP	STD	STANDARD LAMINATE	
			LAMINATE COLOR	792	SABLE	
33	NOF	1	WWN2436WSSDL	WAVEWORKS,24DX36W,SURFACE,RECTANGULAR,HPL		\$177.75 \$177.75
			SUPPORT	M	MAIN	
			RIM PROFILE	V792	SOFTENED PVC,SABLE	
			GROMMET	X	NO GROMMET	
			WIRE MANAGER COLOR	X	NO WIRE MANAGER	
			MODIFIED DEPTH	X	NO MODIFIED DEPTH (STANDARD)	
			MODIFIED WIDTH	X	NO MODIFIED WIDTH (STANDARD)	
			TOP LAMINATE GROUP	STD	STANDARD LAMINATE	
			LAMINATE COLOR	792	SABLE	
34	NOF	1	10N2746LC2L	UNIVERSAL,27WX46H,LECTERN,DELUXE,LAMINATE		\$2,501.55 \$2,501.55
			LOCK	KS1B	SPECIFY 1 BLACK CORE SEPARATE	
			LAMINATE COLOR	792	SABLE	
			TRIM COLOR	501	PLATINUM METALLIC	
35	KII	20	PINR2460T-74P	Pirouette,Nesting Training,Rectangular,24x60",74P Edge		\$602.31 \$12,046.20
			Edge Color	/ELG	Light Tone edge	
			Grommet/PowerUp Option	/NNN	No Grommets, PowerUp or Wire Management/No Cutouts	
			Modesty Panel	/NMP	No fabric modesty panel	
			Laminate	Standard	KI Laminates	
			KI Laminates	/LGE	GREY LAM 1500-60	
			Leg Finish	/SX	Starlight Silver Metallic	
			Casters/Glides	/4EC	Black wheel, Silver hub-2 locking/2 non-locking	
36	KII	40	SNCAU	Strive Nesting Cantilever Arm Chair,Uphol Seat		\$304.98 \$12,199.20
			Frame Color	/SX	Starlight Silver Metallic	
			Upholstery Grade/Color	/NFR	Compliance to TB 117-2013	
			Upholstery Grade/Color	GRPPO	Pallas Fabric Group PO	
			PO Fabric	APHRODITE	APHRODITE	
			APHRODITE	/27.258.134.P	THAMES	
			Poly Seat & Back Color	-NFR	No Fire Retardant	
			Poly Seat & Back Color	/PWG	Warm Grey	
			Base Option	/C	Carpet casters (black only)	

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
37	NOF	2	11N144EXFP2	EXHIBIT,144W EXTRUSION W/FACEPLATE,SET OF 2	\$184.95	\$369.90
				PAINT COLOR 501 PLATINUM METALLIC		
38	NOF	2	11N51ETP	EXHIBIT,51H END TRIM,TACKBOARD	\$42.30	\$84.60
				PAINT COLOR 501 PLATINUM METALLIC		
39	NOF	6	11N5448MB2P	EXHIBIT,54WX48H MARKER BOARD,PORCELAIN	\$601.65	\$3,609.90
40	NOF	1	11N72EXFP1	EXHIBIT,72W EXTRUSION W/FACEPLATE	\$74.25	\$74.25
				PAINT COLOR 501 PLATINUM METALLIC		
41	NOF	1	11N0615WMVL	EXHIBIT,6WX15H,WIRE MANAGER,VERTICAL,LAMINATE	\$107.10	\$107.10
				LAMINATE COLOR 792 SABLE		
42	NOF	2	11N144EXFP2	EXHIBIT,144W EXTRUSION W/FACEPLATE,SET OF 2	\$184.95	\$369.90
				PAINT COLOR 501 PLATINUM METALLIC		
43	NOF	2	11N3648WINL	EXHIBIT,36WX48H,WALL INSERT,LAMINATE	\$208.35	\$416.70
				LAMINATE COLOR 792 SABLE		
44	NOF	2	11N51ETP	EXHIBIT,51H END TRIM,TACKBOARD	\$42.30	\$84.60
				PAINT COLOR 501 PLATINUM METALLIC		
45	NOF	4	11N5448MB2P	EXHIBIT,54WX48H MARKER BOARD,PORCELAIN	\$601.65	\$2,406.60
46	NOF	1	11N6048TVL	EXHIBIT,60WX48H,TV MOUNT INSERT,LAMINATE	\$1,024.20	\$1,024.20
				TV MOUNT TS SINGLE TV MOUNT		
				LAMINATE COLOR 792 SABLE		
47	NOF	1	11N72EXFP2	EXHIBIT,72W EXTRUSION W/FACEPLATE,SET OF 2	\$129.15	\$129.15
				PAINT COLOR 501 PLATINUM METALLIC		
48	NOF	4	NACMRHM	ACCESSORIES,MARKER HOLDER,METAL	\$41.85	\$167.40
				PAINT COLOR 501 PLATINUM METALLIC		
49	NOF	8	NAC25ELPTS	ACCESSORIES,25H,POWER TOWER,SILVER	\$1,042.65	\$8,341.20

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
50	NOF	6	NCCB001	CASEGOODS,LOCK CORE & KEY,BLACK,NO 001	\$8.10	\$48.60

Subtotal: \$47,316.45

CONFERENCE ROOM

51	NOF	1	WWN60144RC2L	WAVEWORKS,60DX144W,CONFERENCE TOP,RACETRACK,HPL	\$3,180.60	\$3,180.60
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RIM PROFILE	V792	SOFTENED PVC,SABLE
GROMMET	CUT-G15LR	CUTOUT-G15,LEFT & RIGHT
MODIFIED DEPTH	54	54
MODIFIED WIDTH	126	126
TOP LAMINATE GROUP	STD	STANDARD LAMINATE
LAMINATE COLOR	792	SABLE

52	NOF	3	10N2428CYBL	UNIVERSAL,24WX28H,CYLINDER BASE WITH WIRE ACCESS,LAMINATE	\$945.90	\$2,837.70
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BASE PROFILE	P1	BASIC
LAMINATE COLOR	792	SABLE

53	NOF	2	NACG15BELPGS	ACCESSORIES,G15B,DOUBLE PIVOT POWER/USB GROMMET,SILVER	\$707.40	\$1,414.80
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54	NOF	1	11N144EXFP2	EXHIBIT,144W EXTRUSION W/FACEPLATE,SET OF 2	\$184.95	\$184.95
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PAINT COLOR	501	PLATINUM METALLIC
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55	NOF	2	11N51ETP	EXHIBIT,51H END TRIM	\$42.30	\$84.60
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PAINT COLOR	501	PLATINUM METALLIC
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56	NOF	2	11N6048MB2P	EXHIBIT,60WX48H MARKER BOARD,PORCELAIN	\$648.90	\$1,297.80
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57	NOF	1	11N0615WMVL	EXHIBIT,6WX15H,WIRE MANAGER,VERTICAL,LAMINATE	\$107.10	\$107.10
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LAMINATE COLOR	792	SABLE
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58	NOF	1	11N144EXFP2	EXHIBIT,144W EXTRUSION W/FACEPLATE,SET OF 2	\$184.95	\$184.95
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PAINT COLOR	501	PLATINUM METALLIC
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59	NOF	2	11N3648WINL	EXHIBIT,36WX48H,WALL INSERT,LAMINATE	\$208.35	\$416.70
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LAMINATE COLOR	792	SABLE
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60	NOF	2	11N51ETP	EXHIBIT,51H END TRIM,TACKBOARD	\$42.30	\$84.60
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PAINT COLOR	501	PLATINUM METALLIC
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Line	MFG	Qty	Model #	Description	Sell Price		
					Unit	Extended	
61	NOF	1	11N6048TVL	EXHIBIT,60WX48H,TV MOUNT INSERT,LAMINATE		\$1,024.20	\$1,024.20
				TV MOUNT	TS	SINGLE TV MOUNT	
				LAMINATE COLOR	792	SABLE	
62	NOF	1	NACMRHM	ACCESSORIES,MARKER HOLDER,METAL		\$41.85	\$41.85
				PAINT COLOR	501	PLATINUM METALLIC	
63	HON	10	H2095	Executive High Back, Swivel Tilt, Fixed Arms		\$218.97	\$2,189.70
				Select Caster Option	.H	CASTER: Hard (Standard)	
				Select Upholstery	.PWST11	Black SofThread leather	
				Frame Color Selection	.T	FRAME: Black	
Subtotal:						\$13,049.55	

DISPATCH

64	GLB	2	2512-3	SAXON, Heavy Duty, High Back, Multi-Tilter, Fold Up/ Std Adj. Height T-arms, Vari-Width Arm Extensions are Std , Std Molded Black Base, Std 2" Integrated Dual Wheel Carpet Casters, 24/7 Applications,		\$656.11	\$1,312.22
				Single Fabric Upholstered Selection (Saxon)	~02	Grade 02	
				Saxon Grade 02 Fabrics	~RNWL	Renewal (Global)	
				Renewal (Global)	RN33	1-Volcanic Ash	
				Saxon Arm Options	VL	A-(STD) Fold Up/ Std Adj., Height T-arm	
				Saxon Frame	BK	F-(STD) Black Frame [BLK]	
				Saxon Caster / Glide Options	C10	C-(STD) Black, 2" Integrated Dual Wheel Caster	
				Saxon Memory Foam Option	SF	M-Standard Seat Foam	
				Saxon Packaging Option	PK	M-(STD) RTA Code in Pricebook per Model	
65	HON	2	HIWMMKD	Ignition 2 Task Mid-back, ilira back		\$285.22	\$570.44
				Control Type	.Y2	Advanced Synchro-Tilt	
				Select Arm Type	.A	Arm: Height and Width Adj. Arm	
				Select Caster/Glide Option	.H	Hard Caster	
				Select Mesh Color	.IM	Mesh: Black	
				Select Upholstery	\$(2)	GRADE: II UPHOLSTERY	
				Grd 2 uph	.WP	Whisper Vinyl	
				UPH: Whisper Vinyl	40	COLOR: Black	
				Select Lumbar	.AL	Adjustable Lumbar	
				Select Base	.SB	Base: Standard Base	
				Select Frame Color	.T	Frame: Black	
Subtotal:						\$1,882.66	

EVIDENCE PROCESSING

66	GLB	1	EOR3066	Straight Rectangular Worksurface - 66W x 30D x 1"H, EO+		\$171.99	\$171.99
				EO+ Laminate Top Finishes	~EOL	EO+ Laminate Top Finishes	
				EO+ Laminate Top Finishes	WHE	1-Walnut Heights	

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
67	NOF	2	CBV3034OMM	BASE SUPPORT,30WX34H,CNTR HGT,U-STYLE,BASE,METAL INSERT	\$473.40	\$946.80
			INSERT PAINT COLOR	501 PLATINUM METALLIC		
			PAINT COLOR	501 PLATINUM METALLIC		
68	GLB	1	Z66S33OSO	16"d x 66"w x 32.5"h, Overhead Storage, 6 Compartments, 2 Center Doors, Open on Left & Right, Includes Fixed Shelves, Horizontal Pigeon Hole Storage, ZIRA	\$736.96	\$736.96
			Zira Top Finishes	~ZTOP Zira Top Finishes		
			Zira Top Finishes	WHE 1-Walnut Heights		
			Top Thickness/Edge Options (Required)	A3 F-1" Top, Standard Edge		
			Zira Storage Base Finishes	~ZBASE Zira Storage Base Finishes		
			Zira Storage Base Finishes -	WHE 2-Walnut Heights		
			Zira Glazed Door Options	~ Laminate Doors (STD)		
			Handle Option (Required)	~HAN Handle Option (Required)		
			Handle Option (Required) -	HV P-Square Edge Handle - Silver		
			Key Options	K-401 C-Keyed for Lock #401		
69	GLB	1	PLED100	43.5"w, LED Tasklight, PRODUCTIVITY SOLUTIONS	\$256.28	\$256.28
70	HON	1	HLSL66TW	Tackboard for 66" W Wallmount Tackboard	\$141.00	\$141.00
			Fabric Selection	\$(A) Grd A Fabric		
			Gr A Fab	.EXG FABRIC: Exchange		
			Select Exchange Fabric Color	913 COLOR: Root		
71	GLB	1	Z15L8FR	24"d x 15"w x 84"h, Storage Modules, Right w/ 1 File Drawer w/Door and 4 Adjustable Shelves, ZIRA	\$685.51	\$685.51
			Zira Top Finishes	~ZTOP Zira Top Finishes		
			Zira Top Finishes	WHE 1-Walnut Heights		
			Zira Storage Base Finishes	~ZBASE Zira Storage Base Finishes		
			Zira Storage Base Finishes -	WHE 2-Walnut Heights		
			Top Thickness/Edge Options (Required)	A3 F-1" Top, Standard Edge		
			Zira Glazed Door Options	~ Laminate Doors (STD)		
			Handle Option (Required)	~HAN Handle Option (Required)		
			Handle Option (Required) -	HV P-Square Edge Handle - Silver		
			Right File to Box Box Option (Pos.1/Bottom)	~ File Drawer (STD)		
			Key Options	K-401 C-Keyed for Lock #401		
72		1	H-7632	Uline Packing Station Box Shelf and Dividers 60"	\$170.00	\$170.00
73	SIT	1	3111.MAT07	Unity G2 Dual Monitor Arm	\$246.10	\$246.10
			Arm Finish	MAC01 Silver		

Subtotal: \$3,354.64

FIRE CHIEF

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
74	HON	1	H105896L	10500 Series 72Wx36Dx29-1/2H SglPedDskLH B/B/F RectTop	\$549.84	\$549.84
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
75	HON	1	H105R2448	48Wx24D Rectangle Worksurface	\$106.66	\$106.66
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Edge Color	PINC Pinnacle		
76	HON	1	HMREC3S2LTF	Max 3 Stage 2 Leg T Foot	\$486.80	\$486.80
			Select Paint Grade	\$(P1) P1 Paint Opts		
			Select Paint Color	.P8L Nickel		
			Select Glide	.X Standard Glide		
			Select Keypad	.MEM Memory Preset		
77	HON	1	H105903R	10500 Series 72Wx24Dx29-1/2H Single Ped Cred RH F/F Ped	\$488.84	\$488.84
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
78	HON	1	H1522	Wood Center Drawer 22W x 15-3/8D	\$59.06	\$59.06
			Select Laminate	\$(L1STD) Grd L1 Standard Laminates		
			Laminate Selection	.PINC LAM: Pinnacle		
79	HON	1	H10534G	10500 Series 72Wx14-5/8Dx37-1/8H Stack-on Stg-Frosted Dr	\$670.24	\$670.24
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
80	HON	1	H105856	10500 Series Back enclosure for 72"W Stack on Storage	\$95.75	\$95.75
			Select Laminate	\$(L1STD) Grd L1 Standard Laminates		
			Laminate Selection	.PINC LAM: Pinnacle		
81	HON	1	H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure	\$121.60	\$121.60
			Fabric Selection	\$(A) Gr A Fab		
			Gr A Fab	.EXG FABRIC: Exchange		
			Select Exchange Fabric Color	913 COLOR: Root		
82	HON	1	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)	\$181.04	\$181.04

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
83	HON	1	H105690	10500 Series 36Wx24Dx29-1/2H Lateral File Two-Drawer	\$413.29	\$413.29
			Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates	
			Select Top Laminate Color	.PINC	LAM: Pinnacle	
			Select Chassis Laminate Color	PINC	LAM: Pinnacle	
84	HON	1	H105292	1050 Series Bookcase Hutch 36"W x 37-1/8"H	\$230.28	\$230.28
			Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates	
			Select Top Laminate Color	.PINC	LAM: Pinnacle	
			Select Chassis Laminate Color	PINC	LAM: Pinnacle	
85	SIT	1	3111.MAT07	Unity G2 Dual Monitor Arm	\$246.10	\$246.10
			Arm Finish	MAC01	Silver	
86	HON	1	HIWMMKD	Ignition 2 Task Mid-back, ilira back	\$285.22	\$285.22
			Control Type	.Y2	Advanced Synchro-Tilt	
			Select Arm Type	.A	Arm: Height and Width Adj. Arm	
			Select Caster/Glide Option	.H	Hard Caster	
			Select Mesh Color	.IM	Mesh: Black	
			Select Upholstery	\$(2)	GRADE: II UPHOLSTERY	
			Grd 2 uph	.WP	Whisper Vinyl	
			UPH: Whisper Vinyl	40	COLOR: Black	
			Select Lumbar	.AL	Adjustable Lumbar	
			Select Base	.SB	Base: Standard Base	
			Select Frame Color	.T	Frame: Black	
87	HON	2	HIGS6DF	Ignition 2 Multi-purp Stack Chair,Four Leg,Dual Fab	\$228.66	\$457.32
			Select Arm Type	.N	Arm: Armless	
			Select Caster/Glide Option	.E	Nylon Glide	
			Select Back	.U	Back: Upholstered	
			Select Back Upholstery	\$(4)	GRADE: IV UPHOLSTERY	
			Upholstery Selection	.SCFSHVE	Hive	
			Fab: Hive	77	AEGEAN	
			Select Seat Upholstery	\$(1)	Gr 1 UPH	
			Upholstery Selection	.UR	Contourett	
			UPH: Contourett	17	COLOR: Storm	
			Select Frame Color	.T	Black	
88	HON	3	HSWEEPC2	Sweep Handle Kit Satin Nickel 2-Pack	\$17.38	\$52.14
89	HON	1	HSWEEPC3	Sweep Handle Kit Satin Nickel 3-Pack	\$22.63	\$22.63
90	HON	3	HF23B	Black Removable Lock Core Kit	\$12.93	\$38.79

Line	MFG	Qty	Model #	Description	Sell Price				
					Unit	Extended			
				Select Key Number	.X101E	KEY NUMBER: 101E			
91	HON	2	HF27B	Black Removable Lock Core Kit			\$12.93	\$25.86	
				Select Key Number	.X101E	KEY NUMBER: 101E			
							Subtotal:	\$4,531.46	
FREIGHT									
92	FRT	1	FREIGHT	BORROUGHS FREIGHT			\$192.77	\$192.77	
93	FRT	1	FREIGHT	GHENT FREIGHT			\$180.72	\$180.72	
94	FRT	1	FREIGHT	ULINE FREIGHT			\$47.37	\$47.37	
95	FRT	1	FREIGHT	PALLAS FREIGHT TO NATIONAL			\$63.86	\$63.86	
							Subtotal:	\$484.72	
GARAGE									
96	HON	2	HLVSC5630R	Mobile Storage Cabinet 18"D x 30"W x 56"H			\$749.07	\$1,498.14	
				Lock/Omt Opts	.X	Omt Core to Order Key Alike			
				Select Paint	\$(P1)	P1 Paint Opts			
				Select Grade 1 Paint	.P28	Fossil			
97	HON	2	HF23B	Black Removable Lock Core Kit			\$12.93	\$25.86	
				Select Key Number	.X118E	KEY NUMBER: 118E			
							Subtotal:	\$1,524.00	
INVESTIGATION OFFICD									
98	GNT	1	AK44	TRADITIONAL NATURAL CORK 4X4 BOARD WITH ALUMINUM FRAME			\$85.17	\$85.17	
							Subtotal:	\$85.17	
INVESTIGATION OFFICE									
99	HON	4	HRVF5036P	Panel Frame 50H x 36W			\$86.67	\$346.68	
				Select Paint Color	\$(P1)	P1 Paint Opts			
				Select Grade 1 Paint	.P28	Fossil			
100	HON	2	HRVT1536PM	Abound 15H x 36W Painted Metal Tile			\$56.18	\$112.36	
				Select Paint Color	\$(P1)	P1 Paint Opts			

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Grade 1 Paint	.P28	Fossil		
101	HON	2	HRVT3036PM	Abound 30H x 36W Painted Metal Tile			\$87.31	\$174.62
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
102	HON	6	HRVT4536T	Abound Fabric Tile 45H x 36W			\$55.53	\$333.18
				Fabric Selection	\$(A)	Gr A Fabric		
				Gr A Fab	.EXG	FABRIC: Exchange		
				Select Exchange Fabric Color	913	COLOR: Root		
103	HON	2	HRVFSB36	Abound 36"W Segment Bar			\$7.06	\$14.12
104	HON	4	HRVTC36	Abound Top Cap Trim 36"W			\$18.62	\$74.48
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
105	HON	2	HRVF5030P	Panel Frame 50H x 30W			\$86.67	\$173.34
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
106	HON	2	HRVT1530PM	Abound 15H x 30W Painted Metal Tile			\$52.00	\$104.00
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
107	HON	2	HRVT3030PM	Abound 30H x 30W Painted Metal Tile			\$77.36	\$154.72
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
108	HON	2	HRVT4530T	Abound Fabric Tile 45H x 30W			\$47.83	\$95.66
				Fabric Selection	\$(A)	Gr A Fabric		
				Gr A Fab	.EXG	FABRIC: Exchange		
				Select Exchange Fabric Color	913	COLOR: Root		
109	HON	2	HRVFSB30	Abound 30"W Segment Bar			\$6.74	\$13.48
110	HON	2	HRVTC30	Abound Top Cap Trim 30"W			\$14.45	\$28.90
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
111	HON	2	HRVC65PW	Abound Wall Starter-Painted 65"			\$57.14	\$114.28

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
112	HON	2	HRVC50PL	Abound L Connector Painted 50"			\$49.11	\$98.22
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
113	HON	2	HRVC50PF	Abound Finished End Painted 50"			\$30.17	\$60.34
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
114	HON	2	HWR2472P	Systems Rectangular Worksurface Edgeband 24D x 72W			\$169.81	\$339.62
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates		
				Laminate Selection	.PINC	LAM: Pinnacle		
				Select Edgeband Color	.PINC	EDGE: Pinnacle		
				Select Grommet Color	.LOFT	Grommet: Loft		
115	HON	2	HHAW3072P	72W x 30D Rectangle Worksurface			\$197.74	\$395.48
				Select Grade	\$(L1STD)	Grd L1 Standard Laminates		
				Select Laminate	.PINC	LAM: Pinnacle		
				Select Edgeband Color	.PINC	Edge: Pinnacle		
				Select Grommet Color	.LOFT	Grommet: Loft		
116	HON	2	HMREC3S2LTF	Max 3 Stage 2 Leg T Foot			\$486.80	\$973.60
				Select Paint Grade	\$(P1)	P1 Paint Opts		
				Select Paint Color	.P8L	Nickel		
				Select Glide	.X	Standard Glide		
				Select Keypad	.MEM	Memory Preset		
117	HON	2	HSDSL29	Abode Shared Leg			\$153.52	\$307.04
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
118	HON	4	HLZ5SC54	42"W External Stiffener			\$37.57	\$150.28
				Select Color Option	.P	Color: Black		
119	HON	2	H19823N	Flagship Series Pedestal "N" Pull Freestanding F/F			\$228.55	\$457.10
				Lock/Omt Opts	.X	Omt Core to Order Key Alike		
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
120	HON	4	HL1436DL	14x36 cabinet door overhead locking			\$424.20	\$1,696.80

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Drwr Chassis Lam Finish	\$(L1STD)	Grd L1 Standard Laminates		
				Select Laminate Finish	.PINC	LAM: Pinnacle		
				Select Drwr Front Lam Finish	\$(L1STD)	Grd L1 Standard Laminates		
				Select Laminate Finish	.PINC	LAM: Pinnacle		
				Select Pull Color	.X	No Option		
				Select Bracket	.W	Bracket: Wall Bracket		
121	HON	2	HLSL72TW	Tackboard for 72" W Wallmount Tackboard			\$147.06	\$294.12
				Fabric Selection	\$(A)	Grd A Fabric		
				Gr A Fab	.EXG	FABRIC: Exchange		
				Select Exchange Fabric Color	913	COLOR: Root		
122	HON	2	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)			\$181.04	\$362.08
123	HON	1	HCWTRND42G	42" Round Top w/ Flat Edge			\$178.57	\$178.57
				Select Grommet Color	.N	No Grommet		
				Laminate Grade Options	\$(L1STD)	Grd L1 Standard Laminate		
				Select Laminate Finish	.PINC	LAM: Pinnacle		
				Select Edgeband Color	.PINC	EDGE: Pinnacle		
124	HON	1	HCWTSBL29	29H Single Pedestal Large			\$314.72	\$314.72
				Paint Grade Options	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P8V	Textured Titanium		
125	HON	4	HIGS6DF	Ignition 2 Multi-purp Stack Chair,Four Leg,Dual Fab			\$228.66	\$914.64
				Select Arm Type	.N	Arm: Armless		
				Select Caster/Glide Option	.E	Nylon Glide		
				Select Back	.U	Back: Upholstered		
				Select Back Upholstery	\$(4)	GRADE: IV UPHOLSTERY		
				Upholstery Selection	.SCFSHVE	Hive		
				Fab: Hive	77	AEGEAN		
				Select Seat Upholstery	\$(1)	Gr 1 UPH		
				Upholstery Selection	.UR	Contourett		
				UPH: Contourett	17	COLOR: Storm		
				Select Frame Color	.T	Black		
126	GNT	1	M1-48-4	4'x8' Aluminum Frame Porcelain Markerboard - 1 Markers & Eraser			\$288.04	\$288.04
				Shipping	...	Skipped Option		
127	GNT	1	M1-44-4	4'x4' Aluminum Frame Porcelain Markerboard - 1 Markers & Eraser			\$194.31	\$194.31
				Shipping	...	Skipped Option		
128	HON	2	H9183N	Flagship 36W 3-Drw "N" Pull Lateral 36W 39-1/8H 18D			\$522.36	\$1,044.72

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Lock/Omt Opts	.X	Omt Core to Order Key Alike		
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
129	HON	3	H919472	72Wx18D Square Edge Laminate Top For Lateral File			\$334.92	\$1,004.76
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates		
				Select Laminate Color	.PINC	Pinnacle		
130	HON	4	HFSC183640N	Flagship Stg Cab 39 1/8Hx36Wx18D N Pulls-2 Adj Shlf			\$386.60	\$1,546.40
				Lock/Omt Opts	.X	Omt Core to Order Key Alike		
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
131	HON	1	HSWP501218LM	Contain 50Hx12Wx18D WardrobeTwr Plinth Metal Front			\$340.13	\$340.13
				Select Base Type	.BX	Recessed Plinth		
				Select Pull Type	.N	Integral		
				Select Case Paint	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
				Select Front Paint	\$(MATCH)	Match Case		
				Select Paint Color	.NA	Match Case		
				Lock/Omt Opts	.X	Omt Core to Order Key Alike		
132	HON	1	HSWP501218RM	Contain 50Hx12Wx18D WardrobeTwr Plinth Metal Front			\$340.13	\$340.13
				Select Base Type	.BX	Recessed Plinth		
				Select Pull Type	.N	Integral		
				Select Case Paint	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
				Select Front Paint	\$(MATCH)	Match Case		
				Select Paint Color	.NA	Match Case		
				Lock/Omt Opts	.X	Omt Core to Order Key Alike		
133	SIT	2	3111.MAT07	Unity G2 Dual Monitor Arm			\$246.10	\$492.20
				Arm Finish	MAC01	Silver		
134	HON	2	HIWMMKD	Ignition 2 Task Mid-back, ilira back			\$285.22	\$570.44
				Control Type	.Y2	Advanced Synchro-Tilt		
				Select Arm Type	.A	Arm: Height and Width Adj. Arm		
				Select Caster/Glide Option	.H	Hard Caster		
				Select Mesh Color	.IM	Mesh: Black		
				Select Upholstery	\$(2)	GRADE: II UPHOLSTERY		
				Grd 2 uph	.WP	Whisper Vinyl		
				UPH: Whisper Vinyl	40	COLOR: Black		
				Select Lumbar	.AL	Adjustable Lumbar		
				Select Base	.SB	Base: Standard Base		

Line	MFG	Qty	Model #	Description	Sell Price		
					Unit	Extended	
				Select Frame Color .T	Frame: Black		
135	HON	4	HF23B	Black Removable Lock Core Kit		\$12.93	\$51.72
				Select Key Number .X104E	KEY NUMBER: 104E		
136	HON	4	HF23B	Black Removable Lock Core Kit		\$12.93	\$51.72
				Select Key Number .X105E	KEY NUMBER: 105E		
137	HON	8	HF23B	Black Removable Lock Core Kit		\$12.93	\$103.44
				Select Key Number .X106E	KEY NUMBER: 106E		
Subtotal:						\$14,310.44	

INVESTIGATION OFFICER

138	HON	2	H18723N	Flagship Series Pedestal "N" Pull Mobile B/B/F 23D		\$234.65	\$469.30
				Lock/Omt Opts .X	Omt Core to Order Key Alike		
				Select Paint Color \$(P1)	P1 Paint Opts		
				Select Grade 1 Paint .P28	Fossil		
Subtotal:						\$469.30	

INVESTIGATION SERGEANT

139	HON	1	H105890	10500 Series 72Wx36Dx29-1/2H Dbl Ped Dsk 3/2 Rect Top		\$687.61	\$687.61
				Select Top Laminate Color \$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color .PINC	LAM: Pinnacle		
				Select Chassis Laminate Color PINC	LAM: Pinnacle		
140	HON	1	H10534G	10500 Series 72Wx14-5/8Dx37-1/8H Stack-on Stg-Frosted Dr		\$670.24	\$670.24
				Select Top Laminate Color \$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color .PINC	LAM: Pinnacle		
				Select Chassis Laminate Color PINC	LAM: Pinnacle		
141	HON	1	H105856	10500 Series Back enclosure for 72"W Stack on Storage		\$95.75	\$95.75
				Select Laminate \$(L1STD)	Grd L1 Standard Laminates		
				Laminate Selection .PINC	LAM: Pinnacle		
142	HON	1	H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure		\$121.60	\$121.60
				Fabric Selection \$(A)	Gr A Fab		
				Gr A Fab .EXG	FABRIC: Exchange		
				Select Exchange Fabric Color 913	COLOR: Root		
143	HON	1	H105690	10500 Series 36Wx24Dx29-1/2H Lateral File Two-Drawer		\$413.29	\$413.29

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
144	HON	1	H105292	1050 Series Bookcase Hutch 36"W x 37-1/8"H			\$230.28	\$230.28
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
145	HON	1	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)			\$181.04	\$181.04
146	SIT	1	3111.MAT07	Unity G2 Dual Monitor Arm			\$246.10	\$246.10
				Arm Finish	MAC01	Silver		
147	SIT	1	3130.PCC	Current Clamp			\$100.28	\$100.28
				Power Color	PC4	White		
148	HON	1	HIWMMKD	Ignition 2 Task Mid-back, ilira back			\$285.22	\$285.22
				Control Type	.Y2	Advanced Synchro-Tilt		
				Select Arm Type	.A	Arm: Height and Width Adj. Arm		
				Select Caster/Glide Option	.H	Hard Caster		
				Select Mesh Color	.IM	Mesh: Black		
				Select Upholstery	\$(2)	GRADE: II UPHOLSTERY		
				Grd 2 uph	.WP	Whisper Vinyl		
				UPH: Whisper Vinyl	40	COLOR: Black		
				Select Lumbar	.AL	Adjustable Lumbar		
				Select Base	.SB	Base: Standard Base		
				Select Frame Color	.T	Frame: Black		
149	HON	3	HSWEEPC2	Sweep Handle Kit Satin Nickel 2-Pack			\$17.38	\$52.14
150	HON	1	HSWEEPC3	Sweep Handle Kit Satin Nickel 3-Pack			\$22.63	\$22.63
151	HON	3	HF23B	Black Removable Lock Core Kit			\$12.93	\$38.79
				Select Key Number	.X103E	KEY NUMBER: 103E		
152	HON	2	HF27B	Black Removable Lock Core Kit			\$12.93	\$25.86
				Select Key Number	.X103E	KEY NUMBER: 103E		
Subtotal:							\$3,170.83	

JANITOR

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
153	BOR	3	05017-815-XXX	Brace Back 42in	\$6.04	\$18.12
				COLOR 065		
				QUOTE AM022321-R2		
154	BOR	12	09534-096-XXX	Post Angle 75in	\$7.75	\$93.00
				COLOR 065		
				QUOTE AM022321-R2		
155	BOR	3	09554-096-XXX	Base Strip 42x1 1/2	\$3.71	\$11.13
				COLOR 065		
				QUOTE AM022321-R2		
156	BOR	12	10432-002-XXX	Shelf Box Edge P2 42X24	\$24.01	\$288.12
				COLOR 065		
				QUOTE AM022321-R2		
157	BOR	4	13829-000-XXX	Brace Side 24in	\$5.18	\$20.72
				COLOR 065		
				QUOTE AM022321-R2		
158	BOR	8	14952-000-XXX	Footplate Kit	\$2.09	\$16.72
				COLOR 330		
				QUOTE AM022321-R2		
159	BOR	1	SSC	STEEL SURCHARGE	\$76.64	\$76.64
				COLOR 065		
				QUOTE AM022321-R2		

Subtotal: \$524.45

LIEUTENANT

160	HON	2	H105893R	10500 Series 72Wx36Dx29-1/2H SglPedDsk RH B/B/F BowTop	\$618.12	\$1,236.24
				Select Top Laminate Color \$(L1STD) Grd L1 Standard Laminates		
				Select Top Laminate Color .PINC LAM: Pinnacle		
				Select Chassis Laminate Color PINC LAM: Pinnacle		
161	HON	2	H105R2448	48Wx24D Rectangle Worksurface	\$106.66	\$213.32
				Select Top Laminate Color \$(L1STD) Grd L1 Standard Laminates		
				Select Top Laminate Color .PINC LAM: Pinnacle		
				Edge Color PINC Pinnacle		

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
162	HON	2	HMREC3S2LTF	Max 3 Stage 2 Leg T Foot	\$486.80	\$973.60
				Select Paint Grade	\$(P1)	P1 Paint Opts
				Select Paint Color	.P8L	Nickel
				Select Glide	.X	Standard Glide
				Select Keypad	.MEM	Memory Preset
163	HON	2	H105904L	10500 Series 72Wx24Dx29-1/2H Single Ped Cred LH F/F Ped	\$488.84	\$977.68
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
164	HON	2	H1522	Wood Center Drawer 22W x 15-3/8D	\$59.06	\$118.12
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates
				Laminate Selection	.PINC	LAM: Pinnacle
165	HON	1	H10534	10500 Series Stack-on Storage 72"W x 14-5/8D x 37-1/8H	\$408.44	\$408.44
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
166	HON	1	H10534G	10500 Series 72Wx14-5/8Dx37-1/8H Stack-on Stg-Frosted Dr	\$670.24	\$670.24
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
167	HON	1	H105321	10500 Series Stack on Storage 36"W x 14-5/8"D x 37-1/8"	\$265.43	\$265.43
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
168	HON	2	H105856	10500 Series Back enclosure for 72"W Stack on Storage	\$95.75	\$191.50
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates
				Laminate Selection	.PINC	LAM: Pinnacle
169	HON	1	H105851	10500 Series Back enclosure for 36"W Stack on Storage	\$76.76	\$76.76
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates
				Laminate Selection	.PINC	LAM: Pinnacle
170	HON	1	H90051	10500 Series Tckbd for 36"W Stack on Strg Bck Enclosure	\$79.18	\$79.18
				Fabric Selection	\$(A)	Gr A Fab
				Gr A Fab	.EXG	FABRIC: Exchange

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Exchange Fabric Color	913	COLOR: Root		
171	HON	2	H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure			\$121.60	\$243.20
				Fabric Selection	\$(A)	Gr A Fab		
				Gr A Fab	.EXG	FABRIC: Exchange		
				Select Exchange Fabric Color	913	COLOR: Root		
172	HON	1	H105295R	10500 Series 18-7/8W x 24D x 66-5/8H Wardrobe/Strg Cab			\$619.33	\$619.33
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
173	HON	1	H105690	10500 Series 36Wx24Dx29-1/2H Lateral File Two-Drawer			\$413.29	\$413.29
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
174	HON	1	H10516	10500 Series Lat File 4-Dr36W 20D 59-1/8H			\$850.42	\$850.42
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
175	HON	1	H10517	10500 Series 36Wx20Dx45-1/2H Lateral File-Three-Drawer			\$645.59	\$645.59
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
176	HON	2	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)			\$181.04	\$362.08
177	HON	1	HLED17AS	17" LED Light w/Power Supply (Single)			\$134.82	\$134.82
178	SIT	2	3111.MAT07	Unity G2 Dual Monitor Arm			\$246.10	\$492.20
				Arm Finish	MAC01	Silver		
179	HON	2	HIWMMKD	Ignition 2 Task Mid-back, ilira back			\$285.22	\$570.44
				Control Type	.Y2	Advanced Synchro-Tilt		
				Select Arm Type	.A	Arm: Height and Width Adj. Arm		
				Select Caster/Glide Option	.H	Hard Caster		
				Select Mesh Color	.IM	Mesh: Black		
				Select Upholstery	\$(2)	GRADE: II UPHOLSTERY		
				Grd 2 uph	.WP	Whisper Vinyl		
				UPH: Whisper Vinyl	40	COLOR: Black		

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Lumbar	.AL	Adjustable Lumbar		
				Select Base	.SB	Base: Standard Base		
				Select Frame Color	.T	Frame: Black		
180	HON	4	HIGS6DF	Ignition 2 Multi-purp Stack Chair,Four Leg,Dual Fab			\$228.66	\$914.64
				Select Arm Type	.N	Arm: Armless		
				Select Caster/Glide Option	.E	Nylon Glide		
				Select Back	.U	Back: Upholstered		
				Select Back Upholstery	\$(4)	GRADE: IV UPHOLSTERY		
				Upholstery Selection	.SCFSHVE	Hive		
				Fab: Hive	77	AEGEAN		
				Select Seat Upholstery	\$(1)	Gr 1 UPH		
				Upholstery Selection	.UR	Contourett		
				UPH: Contourett	17	COLOR: Storm		
				Select Frame Color	.T	Black		
181	HON	12	HSWEEPC2	Sweep Handle Kit Satin Nickel 2-Pack			\$17.38	\$208.56
182	HON	2	HSWEEPC3	Sweep Handle Kit Satin Nickel 3-Pack			\$22.63	\$45.26
183	HON	5	HF23B	Black Removable Lock Core Kit			\$12.93	\$64.65
				Select Key Number	.X112E	KEY NUMBER: 112E		
184	HON	2	HF27B	Black Removable Lock Core Kit			\$12.93	\$25.86
				Select Key Number	.X113E	KEY NUMBER: 113E		
185	HON	4	HF23B	Black Removable Lock Core Kit			\$12.93	\$51.72
				Select Key Number	.X114E	KEY NUMBER: 114E		
186	HON	2	HF27B	Black Removable Lock Core Kit			\$12.93	\$25.86
				Select Key Number	.X115E	KEY NUMBER: 115E		

Subtotal: \$10,878.43

LOBBY

187	KII	1	SOMCLC/NC	Soltice Metal Multiple Seating-1 Seat Unit,Left Chair Connect (facing),Open Arm,Non-Contrast			\$630.87	\$630.87
				Non-Contrast Fabric	/NFR	Compliance to TB 117-2013		
				Soltice Metal Fabric NFR	F	Fabric Grade F		
				Fabric	APHRODITE	APHRODITE		
				APHRODITE	/27.258.134.P	THAMES		
				Base Finish	/CM	Champagne Metallic		
				Armcap Option	/PACWG	Warm Grey poly		
				Glide Color	/NGFN	Flannel (Dark Grey)		

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
				Moisture Barrier /NMB No Moisture Barrier		
188	KII	2	SOMACLT/NC	Soltice Metal Multiple Seating-One Seat Add-On Unit,Left (Facing),Open Arm,Left Table Connect,Non-Contrast	\$563.55	\$1,127.10
				Non-Contrast Fabric /NFR Compliance to TB 117-2013		
				Soltice Metal Fabric NFR F Fabric Grade F		
				Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.102.P PLATINUM		
				Base Finish /CM Champagne Metallic		
				Armcap Option /PACWG Warm Grey poly		
				Glide Color /NGFN Flannel (Dark Grey)		
				Moisture Barrier /NMB No Moisture Barrier		
189	KII	4	SMCCT/L-WD	Soltice Metal Center Connecting Table,Laminate,Wood Edge	\$355.47	\$1,421.88
				Laminate Color Standard KI Laminates		
				KI Laminates /LRY RIVER CHERRY LAM 7937-38		
				Wood Finish Edge Color Core Wood finish-Core		
				Core Wood Finish Edge Color /BRY River Cherry on Beech		
190	KII	1	SOMCLCRT/NC	Soltice Metal Multiple Seating-1 Seat,Left Chair-Right Table Connect (facing),Open Arm,Non-Contrast	\$630.87	\$630.87
				Non-Contrast Fabric /NFR Compliance to TB 117-2013		
				Soltice Metal Fabric NFR F Fabric Grade F		
				Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.134.P THAMES		
				Base Finish /CM Champagne Metallic		
				Armcap Option /PACWG Warm Grey poly		
				Glide Color /NGFN Flannel (Dark Grey)		
				Moisture Barrier /NMB No Moisture Barrier		
191	KII	1	SOMBRT/NC	Soltice Metal Multiple Seating-Bariatric Chair,Right Table Connect (facing),Open Arm,Non-Contrast	\$979.20	\$979.20
				Non-Contrast Fabric /NFR Compliance to TB 117-2013		
				Soltice Metal Fabric NFR F Fabric Grade F		
				Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.134.P THAMES		
				Base Finish /CM Champagne Metallic		
				Armcap Option /PACWG Warm Grey poly		
				Glide Color /NGFN Flannel (Dark Grey)		
				Moisture Barrier /NMB No Moisture Barrier		
192	KII	2	SOMACRT/NC	Soltice Metal Multiple Seating-One Seat Add-On Unit,Right (Facing),Open Arm,Right Table Connect,Non-Contrast	\$563.55	\$1,127.10
				Non-Contrast Fabric /NFR Compliance to TB 117-2013		
				Soltice Metal Fabric NFR F Fabric Grade F		
				Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.102.P PLATINUM		
				Base Finish /CM Champagne Metallic		
				Armcap Option /PACWG Warm Grey poly		

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
				Glide Color /NGFN Flannel (Dark Grey)		
				Moisture Barrier /NMB No Moisture Barrier		
193	KII	1	SOMCLTRC/NC	Soltice Metal Multiple Seating-1 Seat,Left Table-Right Chair Connect (facing),Open Arm,Non-Contrast	\$630.87	\$630.87
				Non-Contrast Fabric /NFR Compliance to TB 117-2013		
				Soltice Metal Fabric NFR F Fabric Grade F		
				Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.134.P THAMES		
				Base Finish /CM Champagne Metallic		
				Armcap Option /PACWG Warm Grey poly		
				Glide Color /NGFN Flannel (Dark Grey)		
				Moisture Barrier /NMB No Moisture Barrier		
194	KII	1	SOMBLT/NC	Soltice Metal Multiple Seating-Bariatric Chair,Left Table Connect (facing),Open Arm,Non-Contrast	\$979.20	\$979.20
				Non-Contrast Fabric /NFR Compliance to TB 117-2013		
				Soltice Metal Fabric NFR F Fabric Grade F		
				Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.134.P THAMES		
				Base Finish /CM Champagne Metallic		
				Armcap Option /PACWG Warm Grey poly		
				Glide Color /NGFN Flannel (Dark Grey)		
				Moisture Barrier /NMB No Moisture Barrier		
195	KII	1	SOMCRC/NC	Soltice Metal Multiple Seating-1 Seat Unit,Right Chair Connect (facing),Open Arm,Non-Contrast	\$630.87	\$630.87
				Non-Contrast Fabric /NFR Compliance to TB 117-2013		
				Soltice Metal Fabric NFR F Fabric Grade F		
				Fabric APHRODITE APHRODITE		
				APHRODITE /27.258.134.P THAMES		
				Base Finish /CM Champagne Metallic		
				Armcap Option /PACWG Warm Grey poly		
				Glide Color /NGFN Flannel (Dark Grey)		
				Moisture Barrier /NMB No Moisture Barrier		
196	GNT	1	PA23648K	3x4 Traditional enclosed Natural Cord Bulletin Board - Satin Frame	\$288.04	\$288.04
					Subtotal:	\$8,446.00
POLICE ADMIN						
197	HON	4	H919436	36Wx18D Square Edge Laminate Top For Lateral File	\$185.86	\$743.44
				Select Laminate \$(L1STD) Grd L1 Standard Laminates		
				Select Laminate Color .PINC Pinnacle		
198	HON	8	H919442	42Wx18D Square Edge Laminate Top For Lateral File	\$202.92	\$1,623.36
				Select Laminate \$(L1STD) Grd L1 Standard Laminates		

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Laminate Color	.PINC	Pinnacle		
199	HON	4	H9183N	Flagship 36W 3-Drw "N" Pull Lateral 36W 39-1/8H 18D			\$522.36	\$2,089.44
				Lock/Omt Opts	.X	Omt Core to Order Key Alike		
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
200	HON	8	H9193N	Flagship 42W 3-Drw "N" Pull Lateral 42W 39-1/8H 18D			\$605.48	\$4,843.84
				Lock/Omt Opts	.X	Omt Core to Order Key Alike		
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
201	HON	12	HF23B	Black Removable Lock Core Kit			\$12.93	\$155.16
				Select Key Number	.X111E	KEY NUMBER: 111E		
Subtotal:							\$9,455.24	
POLICE CHIEF								
202	HON	1	H105893R	10500 Series 72Wx36Dx29-1/2H SglPedDsk RH B/B/F BowTop			\$618.12	\$618.12
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
203	HON	1	H105R2448	48Wx24D Rectangle Worksurface			\$106.66	\$106.66
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Edge Color	PINC	Pinnacle		
204	HON	1	HMREC3S2LTF	Max 3 Stage 2 Leg T Foot			\$486.80	\$486.80
				Select Paint Grade	\$(P1)	P1 Paint Opts		
				Select Paint Color	.P8L	Nickel		
				Select Glide	.X	Standard Glide		
				Select Keypad	.MEM	Memory Preset		
205	HON	1	H105904L	10500 Series 72Wx24Dx29-1/2H Single Ped Cred LH F/F Ped			\$488.84	\$488.84
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
206	HON	1	H1522	Wood Center Drawer 22W x 15-3/8D			\$59.06	\$59.06
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates		
				Laminate Selection	.PINC	LAM: Pinnacle		

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
207	HON	1	H10534G	10500 Series 72Wx14-5/8Dx37-1/8H Stack-on Stg-Frosted Dr	\$670.24	\$670.24
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
208	HON	1	H105856	10500 Series Back enclosure for 72"W Stack on Storage	\$95.75	\$95.75
			Select Laminate	\$(L1STD) Grd L1 Standard Laminates		
			Laminate Selection	.PINC LAM: Pinnacle		
209	HON	1	H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure	\$121.60	\$121.60
			Fabric Selection	\$(A) Gr A Fab		
			Gr A Fab	.EXG FABRIC: Exchange		
			Select Exchange Fabric Color	913 COLOR: Root		
210	HON	1	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)	\$181.04	\$181.04
211	HON	1	H105690	10500 Series 36Wx24Dx29-1/2H Lateral File Two-Drawer	\$413.29	\$413.29
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
212	HON	1	H105292	1050 Series Bookcase Hutch 36"W x 37-1/8"H	\$230.28	\$230.28
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
213	HON	2	H105534	10500 Series Bookcase 4-shelf 36Wx13-1/8Dx57-1/8H	\$286.84	\$573.68
			Select Top Laminate Color	\$(L1STD) Grd L1 Standard Laminates		
			Select Top Laminate Color	.PINC LAM: Pinnacle		
			Select Chassis Laminate Color	PINC LAM: Pinnacle		
214	HON	1	HTLD48	Preside 48" Round Shaped Laminate Top	\$213.72	\$213.72
			Edge Option	.G 2MM/Flat		
			Select Edge Finish	PINC Edge: Pinnacle		
			Select Grommet	.N No Grommets		
			Select Laminate	\$(L1STD) Grd L1 Standard Laminates		
			Select Laminate	.PINC LAM: Pinnacle		
215	HON	1	HTLR48	Preside Laminate Cylinder base for 48" Tops	\$309.46	\$309.46
			Select Laminate	\$(L1STD) Grd L1 Standard Laminates		
			Laminate Selection	.PINC LAM: Pinnacle		

Line	MFG	Qty	Model #	Description	Sell Price		
					Unit	Extended	
216	SIT	1	3111.MAT07	Unity G2 Dual Monitor Arm		\$246.10	\$246.10
				Arm Finish	MAC01	Silver	
217	HON	1	HIWMMKD	Ignition 2 Task Mid-back, ilira back		\$285.22	\$285.22
				Control Type	.Y2	Advanced Synchro-Tilt	
				Select Arm Type	.A	Arm: Height and Width Adj. Arm	
				Select Caster/Glide Option	.H	Hard Caster	
				Select Mesh Color	.IM	Mesh: Black	
				Select Upholstery	\$(2)	GRADE: II UPHOLSTERY	
				Grd 2 uph	.WP	Whisper Vinyl	
				UPH: Whisper Vinyl	40	COLOR: Black	
				Select Lumbar	.AL	Adjustable Lumbar	
				Select Base	.SB	Base: Standard Base	
				Select Frame Color	.T	Frame: Black	
218	KNO	5	64SXGL	Remix Side Chair, glides		\$319.14	\$1,595.70
				Frame Finish	115	FRAME: Medium Grey	
				Cal 133 Option	~	Standard Textile or Leather	
				Seat Textile Selection	(K2340)	SEAT: Attire (B)	
				Attire Color Selection	K23407	COL: Ink Blot	
				Back Textile Selection	(K2340)	BACK: Attire (B)	
				Attire Color Selection	K23407	COL: Ink Blot	
219	HON	3	HSWEEPC2	Sweep Handle Kit Satin Nickel 2-Pack		\$17.38	\$52.14
220	HON	1	HSWEEPC3	Sweep Handle Kit Satin Nickel 3-Pack		\$22.63	\$22.63
221	HON	3	HF23B	Black Removable Lock Core Kit		\$12.93	\$38.79
				Select Key Number	.X116E	KEY NUMBER: 116E	
222	HON	2	HF27B	Black Removable Lock Core Kit		\$12.93	\$25.86
				Select Key Number	.X116E	KEY NUMBER: 116E	
					Subtotal:		\$6,834.98
POLICE INTERVIEW							
223	HON	1	HLSLR3048	Voi 30"D x 48" W Rectangle Worksurface		\$133.32	\$133.32
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates	
				Select Laminate Finish	.LOFT	LAM: Loft	
				Select Edgeband Color	LOFT	EDGE: Loft	
				Select Grommet	.X	No Grommets	

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
224	HON	4	HL28P	28"H Post Leg	\$120.39	\$481.56
				Select Paint Color	\$(P1)	P1 Paint Opts
				Select Grade 1 Paint	.P28	Fossil
225	HON	1	HVPWL30	25x2-1/2 Worksurface Wall Mount Bracket	\$36.76	\$36.76
226	KII	2	SLNAUB	Strive Four-Leg Armless Chair, Uph Seat/Back	\$188.70	\$377.40
				Upholstery Grade/Color	/NFR	Compliance to TB 117-2013
				Upholstery Grade/Color	GRPP0	Pallas Fabric Group P0
				PO Fabric	APHRODITE	APHRODITE
				APHRODITE	/27.258.134.P	THAMES
				Frame Color	/WG	Warm Grey
				Glide Option	/S	Steel glides
				Poly Seat & Back Color	-NFR	No Fire Retardant
				Poly Seat & Back Color	/PWG	Warm Grey
227	HON	2	HML1S	Grove Single Seat Lounge	\$602.77	\$1,205.54
				Select Arm Type	.N	Arm: Armless
				Select Upholstery	\$(3)	Grade 3 Upholstery
				Upholstery Selection	.SX	Moxie
				UPH: Moxie	24	Color: Carob
				Grove Leg Opt	.TS	Tapered Square Leg
				Select Leg Color	.PR8	Silver Texture
228	HON	1	HML2S	Grove Two Seat Lounge	\$1,078.68	\$1,078.68
				Select Arm Type	.A	Arm: Straight
				Select Upholstery	\$(3)	Grade 3 Upholstery
				Upholstery Selection	.SX	Moxie
				UPH: Moxie	05	Color: Blueberry
				Grove Leg Opt	.TS	Tapered Square Leg
				Select Leg Color	.PR8	Silver Texture
229	HON	2	H80180	Occasional Cube Table 24"W X 24"D X 20"H	\$286.44	\$572.88
				Select Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Laminate Color	.PINC	LAM: Pinnacle
					Subtotal:	\$3,886.14
REPORT WRITING						
230	HON	3	HLSLR3072	Voi 30"D x 72" W Rectangle Worksurface	\$193.92	\$581.76
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates
				Select Laminate Finish	.PINC	LAM: Pinnacle
				Select Edgeband Color	PINC	EDGE: Pinnacle

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Grommet	.G	Grommets		
				Select Grommet Clr	LOFT	Clr: Loft		
231	HON	3	HMREC3S2LTF	Max 3 Stage 2 Leg T Foot			\$486.80	\$1,460.40
				Select Paint Grade	\$(P1)	P1 Paint Opts		
				Select Paint Color	.P8L	Nickel		
				Select Glide	.X	Standard Glide		
				Select Keypad	.MEM	Memory Preset		
232	HON	3	HLSLZ5SC72	60"W External Stiffener			\$44.44	\$133.32
				Select Color Option	.P	Color: Black		
233	HON	2	HRVSH36	Abound Open Shelf 36"			\$86.35	\$172.70
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
234	HON	2	HRVC35PCE	Abound Wall Channel Ends(pair)			\$70.62	\$141.24
				Select Paint Color	\$(P1)	P1 Paint Opts		
				Select Grade 1 Paint	.P28	Fossil		
235	HON	3	HLSL72TW	Tackboard for 72" W Wallmount Tackboard			\$147.06	\$441.18
				Fabric Selection	\$(A)	Grd A Fabric		
				Gr A Fab	.EXG	FABRIC: Exchange		
				Select Exchange Fabric Color	913	COLOR: Root		
236	HON	1	H105290	10500 Series 36Wx24Dx29-1/2H Storage Cabinet with Doors			\$374.51	\$374.51
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
237	HON	1	H105293	10500 Series 36W x 24D x66-5/8H Storage Cab/Lat File			\$920.31	\$920.31
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
238	SIT	3	3111.MAT07	Unity G2 Dual Monitor Arm			\$246.10	\$738.30
				Arm Finish	MAC01	Silver		
239	HON	3	HIWMMKD	Ignition 2 Task Mid-back, ilira back			\$285.22	\$855.66
				Control Type	.Y2	Advanced Synchro-Tilt		
				Select Arm Type	.A	Arm: Height and Width Adj. Arm		
				Select Caster/Glide Option	.H	Hard Caster		

Line	MFG	Qty	Model #	Description	Sell Price			
					Unit	Extended		
				Select Mesh Color	.IM	Mesh: Black		
				Select Upholstery	\$(2)	GRADE: II UPHOLSTERY		
				Grd 2 uph	.WP	Whisper Vinyl		
				UPH: Whisper Vinyl	40	COLOR: Black		
				Select Lumbar	.AL	Adjustable Lumbar		
				Select Base	.SB	Base: Standard Base		
				Select Frame Color	.T	Frame: Black		
240	GNT	1	AK46	TRADITIONAL NATURAL CORK 4X4 BOARD WITH ALUMINUM FRAME			\$104.43	\$104.43
241	SAF	1	9231BLR	EZ STOR LITERATURE ORGANIZER - 60 LETTER SIZE COMPARTMENTS			\$410.44	\$410.44
242	HON	3	HSWEEPC2	Sweep Handle Kit Satin Nickel 2-Pack			\$17.38	\$52.14
243	HON	2	HF23B	Black Removable Lock Core Kit			\$12.93	\$25.86
				Select Key Number	.X117E	KEY NUMBER: 117E		
							Subtotal:	\$6,412.25

SERGEANT

244	HON	2	H105896L	10500 Series 72Wx36Dx29-1/2H SglPedDskLH B/B/F RectTop			\$549.84	\$1,099.68
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
245	HON	2	H105895R	10500 Series 72Wx36Dx29-1/2H Sgl edDskRH B/B/F RectTop			\$549.84	\$1,099.68
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Select Chassis Laminate Color	PINC	LAM: Pinnacle		
246	HON	4	H105R2448	48Wx24D Rectangle Worksurface			\$106.66	\$426.64
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates		
				Select Top Laminate Color	.PINC	LAM: Pinnacle		
				Edge Color	PINC	Pinnacle		
247	HON	4	HMREC3S2LTF	Max 3 Stage 2 Leg T Foot			\$486.80	\$1,947.20
				Select Paint Grade	\$(P1)	P1 Paint Opts		
				Select Paint Color	.P8L	Nickel		
				Select Glide	.X	Standard Glide		
				Select Keypad	.MEM	Memory Preset		
248	HON	2	H105904L	10500 Series 72Wx24Dx29-1/2H Single Ped Cred LH F/F Ped			\$488.84	\$977.68

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
249	HON	2	H105903R	10500 Series 72Wx24Dx29-1/2H Single Ped Cred RH F/F Ped		\$488.84 \$977.68
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
250	HON	4	H1522	Wood Center Drawer 22W x 15-3/8D		\$59.06 \$236.24
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates
				Laminate Selection	.PINC	LAM: Pinnacle
251	HON	4	H10534G	10500 Series 72Wx14-5/8Dx37-1/8H Stack-on Stg-Frosted Dr		\$670.24 \$2,680.96
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
252	HON	4	H105856	10500 Series Back enclosure for 72"W Stack on Storage		\$95.75 \$383.00
				Select Laminate	\$(L1STD)	Grd L1 Standard Laminates
				Laminate Selection	.PINC	LAM: Pinnacle
253	HON	4	H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure		\$121.60 \$486.40
				Fabric Selection	\$(A)	Gr A Fab
				Gr A Fab	.EXG	FABRIC: Exchange
				Select Exchange Fabric Color	913	COLOR: Root
254	HON	4	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)		\$181.04 \$724.16
255	HON	2	H105296L	10500 Series 18-7/8W x 24D x 66-5/8H Wardrobe/Strg Cab		\$619.33 \$1,238.66
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
256	HON	2	H105295R	10500 Series 18-7/8W x 24D x 66-5/8H Wardrobe/Strg Cab		\$619.33 \$1,238.66
				Select Top Laminate Color	\$(L1STD)	Grd L1 Standard Laminates
				Select Top Laminate Color	.PINC	LAM: Pinnacle
				Select Chassis Laminate Color	PINC	LAM: Pinnacle
257	SIT	4	3111.MAT07	Unity G2 Dual Monitor Arm		\$246.10 \$984.40
				Arm Finish	MAC01	Silver

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
258	HON	4	HIWMMKD	Ignition 2 Task Mid-back, ilira back	\$285.22	\$1,140.88
				Control Type .Y2 Advanced Synchro-Tilt		
				Select Arm Type .A Arm: Height and Width Adj. Arm		
				Select Caster/Glide Option .H Hard Caster		
				Select Mesh Color .IM Mesh: Black		
				Select Upholstery \$(2) GRADE: II UPHOLSTERY		
				Grd 2 uph .WP Whisper Vinyl		
				UPH: Whisper Vinyl 40 COLOR: Black		
				Select Lumbar .AL Adjustable Lumbar		
				Select Base .SB Base: Standard Base		
				Select Frame Color .T Frame: Black		
259	HON	8	HIGS6DF	Ignition 2 Multi-purp Stack Chair,Four Leg,Dual Fab	\$228.66	\$1,829.28
				Select Arm Type .N Arm: Armless		
				Select Caster/Glide Option .E Nylon Glide		
				Select Back .U Back: Upholstered		
				Select Back Upholstery \$(4) GRADE: IV UPHOLSTERY		
				Upholstery Selection .SCFSHVE Hive		
				Fab: Hive 77 AEGEAN		
				Select Seat Upholstery \$(1) Gr 1 UPH		
				Upholstery Selection .UR Contourett		
				UPH: Contourett 17 COLOR: Storm		
				Select Frame Color .T Black		
260	HON	6	HSWEEPC2	Sweep Handle Kit Satin Nickel 2-Pack	\$17.38	\$104.28
261	HON	4	HSWEEPC3	Sweep Handle Kit Satin Nickel 3-Pack	\$22.63	\$90.52
262	HON	3	HF23B	Black Removable Lock Core Kit	\$12.93	\$38.79
				Select Key Number .X107E KEY NUMBER: 107E		
263	HON	2	HF27B	Black Removable Lock Core Kit	\$12.93	\$25.86
				Select Key Number .X107E KEY NUMBER: 107E		
264	HON	3	HF23B	Black Removable Lock Core Kit	\$12.93	\$38.79
				Select Key Number .X108E KEY NUMBER: 108E		
265	HON	2	HF27B	Black Removable Lock Core Kit	\$12.93	\$25.86
				Select Key Number .X108E KEY NUMBER: 108E		
266	HON	3	HF23B	Black Removable Lock Core Kit	\$12.93	\$38.79

Line	MFG	Qty	Model #	Description	Sell Price		
					Unit	Extended	
				Select Key Number .X109E	KEY NUMBER: 109E		
267	HON	2	HF27B	Black Removable Lock Core Kit		\$12.93	\$25.86
				Select Key Number .X109E	KEY NUMBER: 109E		
268	HON	3	HF23B	Black Removable Lock Core Kit		\$12.93	\$38.79
				Select Key Number .X110E	KEY NUMBER: 110E		
269	HON	2	HF27B	Black Removable Lock Core Kit		\$12.93	\$25.86
				Select Key Number .X110E	KEY NUMBER: 110E		
Subtotal:						\$17,924.60	

SUSPECT INTERVIEW

270	HON	2	HLSLR3048	Voi 30"D x 48" W Rectangle Worksurface		\$133.32	\$266.64
				Select Laminate \$(L1STD)	Grd L1 Standard Laminates		
				Select Laminate Finish .LOFT	LAM: Loft		
				Select Edgeband Color LOFT	EDGE: Loft		
				Select Grommet .X	No Grommets		
271	HON	8	HLSL28P	28"H Post Leg		\$120.39	\$963.12
				Select Paint Color \$(P1)	P1 Paint Opts		
				Select Grade 1 Paint .P28	Fossil		
272	HON	2	HVPWL BK30	25x2-1/2 Worksurface Wall Mount Bracket		\$36.76	\$73.52
273	KII	6	SLNAP	Strive Four-Leg Armless Chair,Poly		\$105.06	\$630.36
				Frame Color /WG	Warm Grey		
				Poly Seat & Back Color /NFR	No Fire Retardant		
				Poly Seat & Back Color /PND	Nordic		
				Glide Option /P	Plastic glides		
Subtotal:						\$1,933.64	

Y - DELIVERY

274	CFS	1	DELIVERY	Delivery Cost, Regular Hours		\$2,475.00	\$2,475.00
Subtotal:						\$2,475.00	

Z - INSTALL

275	CFS	1	INSTALLATION	Installation Cost, Regular Hours, UNION Labor to include the following:	\$24,480.00	\$24,480.00	\$24,480.00
-----	-----	---	--------------	---	-------------	-------------	-------------

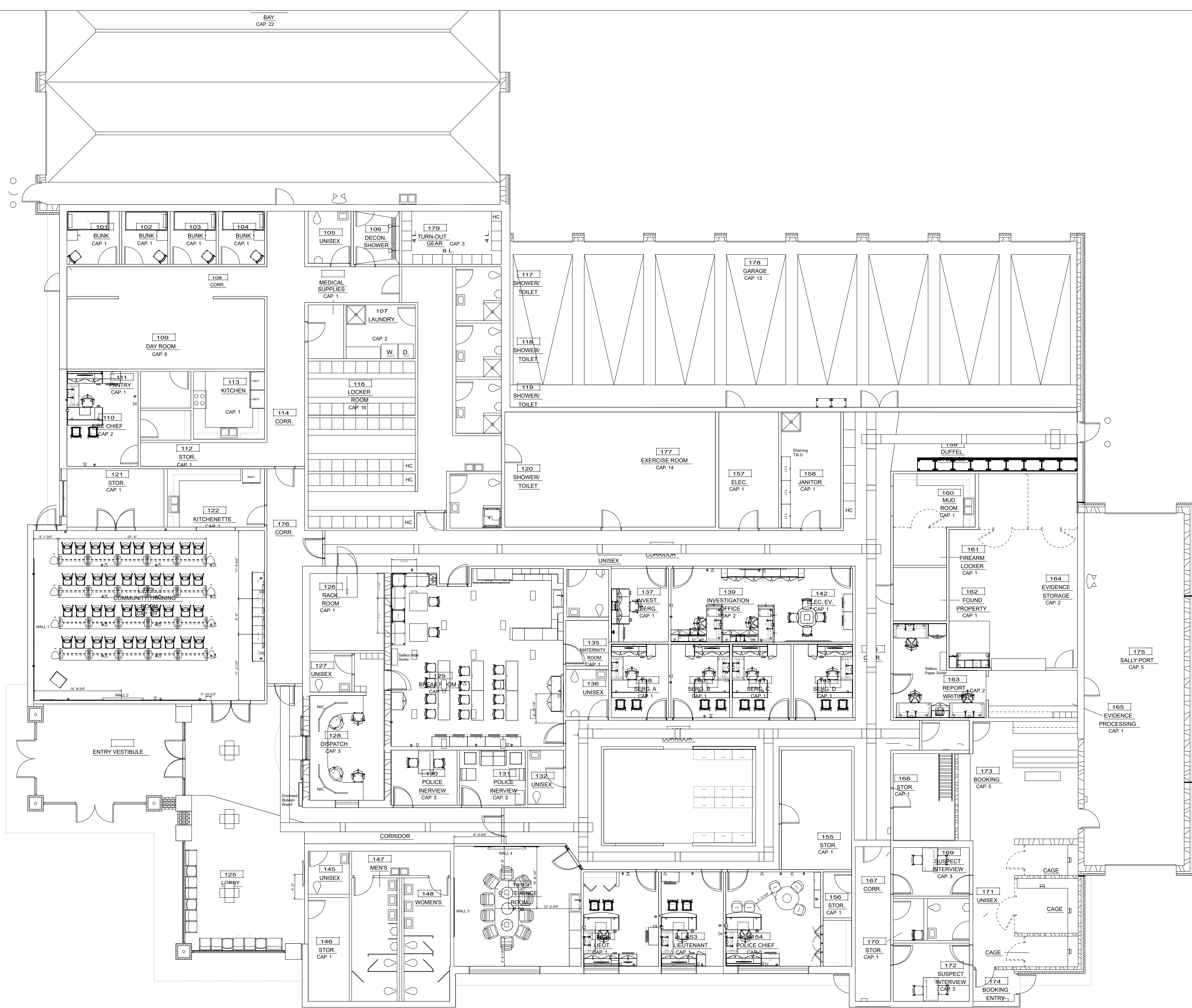
All furnishings and equipment noted on the

Line	MFG	Qty	Model #	Description	Sell Price	
					Unit	Extended
proposal.						
					Subtotal:	\$24,480.00
					Grand Total:	\$222,343.54
					Deposit Amount:	

Client Approval Signature: _____ Date: _____

Thank you for your business!

Please send POs to orders@ciselect.com
 50% Deposit Required Prior to Order Placement.
 Final contract price subject to change from manufacturer tariffs.
 A 2.75% convenience fee applies to credit card payments.
 Please see our website at <https://ciselect.com/terms-and-conditions-of-sale> for full terms and conditions.
 Quote valid for 30 days.



NOTES:

- REVISIONS:
1. DATE
 - 2.
 - 3.
 - 4.
 - 5.

CLIENT APPROVAL
NAME: _____
DATE: _____

Information on this page shall not be duplicated, used or disclosed outside the company/businessagency to which it has been provided without written permission. This information is to be used only for evaluating the proposal submitted by CI Select and not provided to others for development of cost comparisons or for any other purpose. Drawings are not to be used for Construction.

Scale 1/8" = 1'
FLOOR PLAN

ARCHITECTURAL
The beauty is in the details

FURNITURE
Innovative and enduring design

AUDIOVISUAL
Connected, Engaged, Inspired. Bring the Room to Life.

FLOORING
Gorgeous from the ground up. Transform any room into a show piece.

ARTWORK
Energizing, inspiring, and soothing. The right thing to complete your look.



Highland Safety Building

CI SELECT

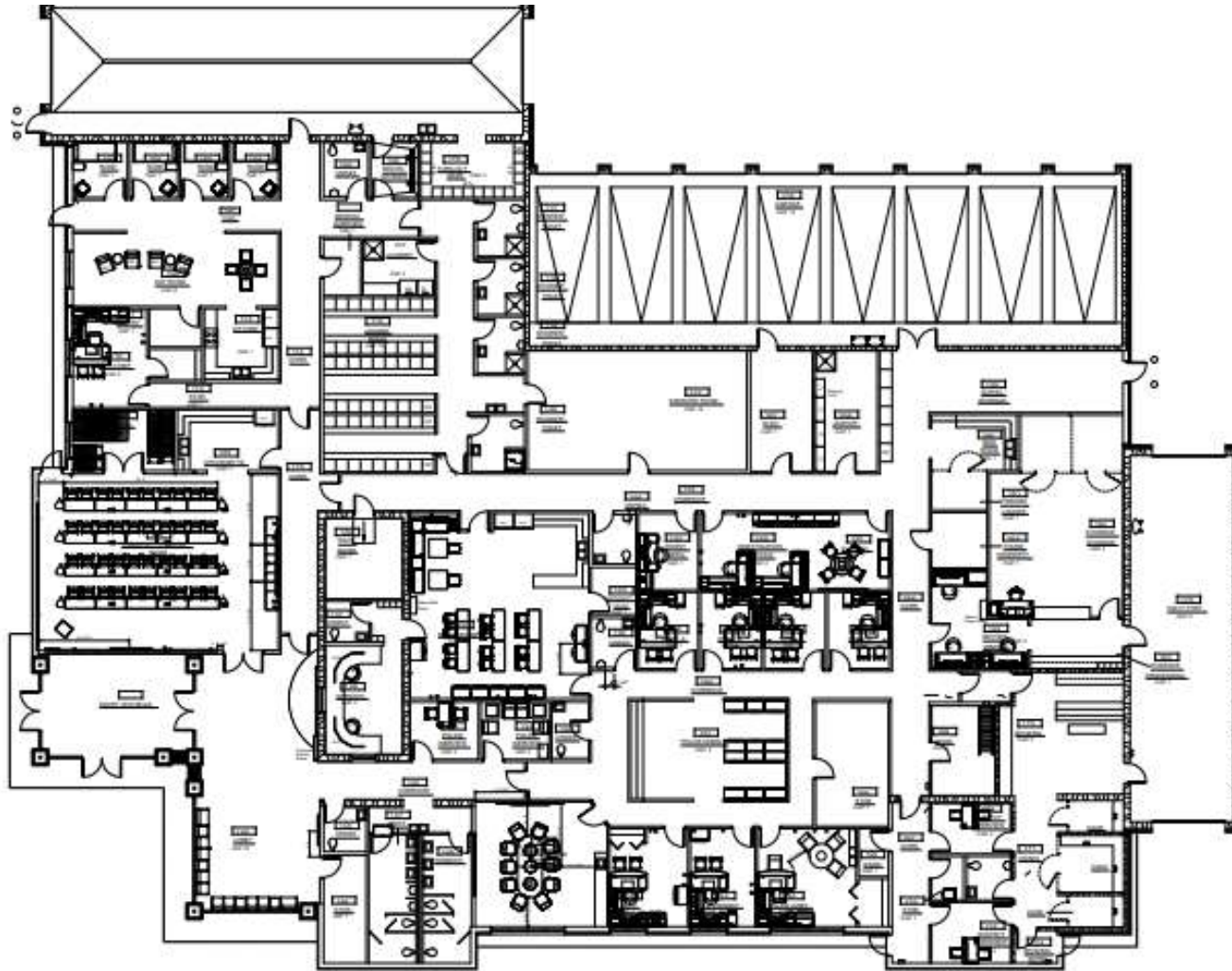
11840 Westline Industrial Drive
Suite 100
St. Louis, MO 63146



Overall Plan

CI Select is dedicated to providing innovative, adaptable solutions that support an ever changing business environment

Photographs are representations only. Refer to detailed specifications for actual descriptions, features, and dimensions. © 2018



DEFINE. DESIGN. DELIVER.

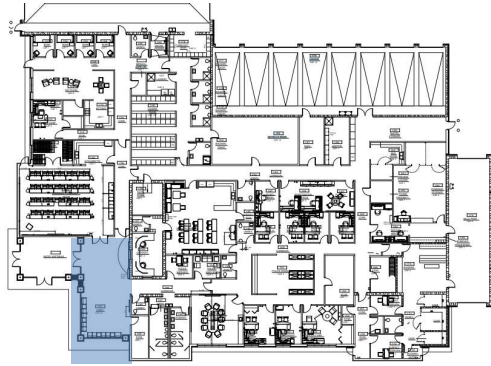


Lobby

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DEFINE. DESIGN. DELIVER.



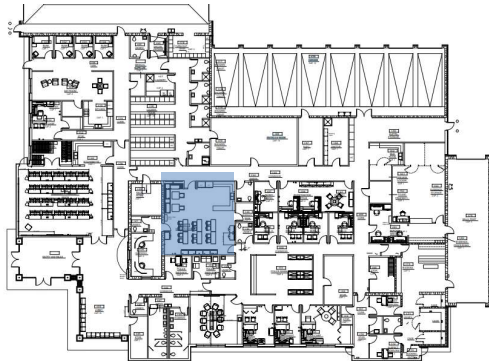


Breakroom

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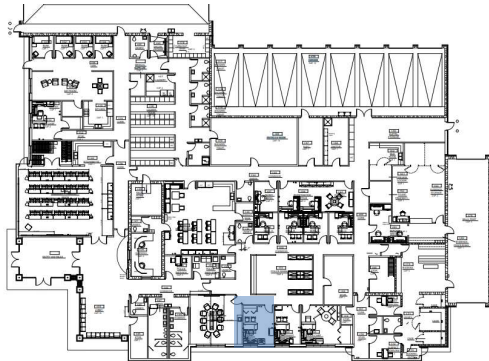




Lieutenant A (Jackie)

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DEFINE. DESIGN. DELIVER.

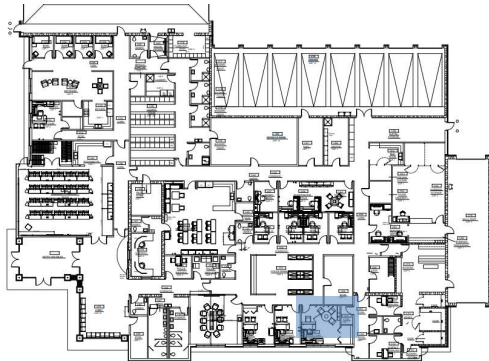


Police Chief

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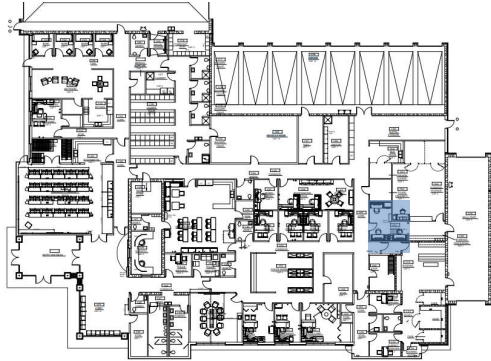


Report Writing

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DEFINE. DESIGN. DELIVER.



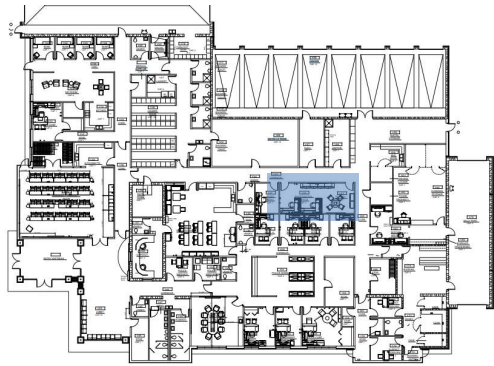


Invenstigation Room

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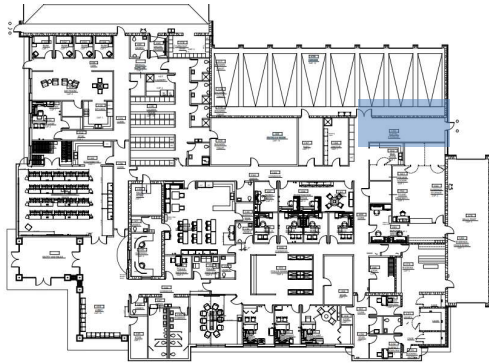


Back Storage

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DEFINE. DESIGN. DELIVER.



PURCHASE REQUEST

Item Public Safety Building Furniture Date 3/22/2021


Department Public Safety Employee _____

Account Number _____

	<u>Company</u>	<u>Address</u>	<u>Quote</u>
1	CI Select	St. Louis	\$2,225.04
2	Egyptian Workplace Partners	Belleville, IL	\$2,265.80
3	KI		\$3,518.00

Company recommended for purchase CI Select

* If low quote is not recommended, please explain _____

 Approved

_____ Disapproved

Department Director Signature _____

City Manager Signature 

*** Attach written quotes is request is \$5,000 -\$24,999. \$25,000 and above requires competitive bids. See Purchasing Policy for clarification.**



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

To: Honorable Members of the City Council

From: Chris Conrad-Interim City Manager

Date: March 31, 2021

Re: Waiver of customary bidding practices in selection of furniture provider for the Public Safety Building

Request: We are asking the Council to waive the normal and customary bidding process for the selection of the office furniture supplier for the Public Safety Building and to select CI Select of 11840 Westline Industrial Dr, Ste. 100. St. Louis, MO 63146. This authorization will allow the building committee to work with CI Select to finalize the design and furniture order for the Public Safety Building.

Discussion and Selection Process: Selection of furniture for a new building is a complex task with several interests to consider such as design, quality, warranty and cost. We developed an employee committee to evaluate the furniture options of 3 furniture providers who sell furniture through approved purchasing cooperatives and consortiums. CI Select is proposing to purchase the furniture through a combination of GSA pricing, OMNIA Partners Public Sector pricing and The Interlocal Purchasing System (TIPS) which are all government purchasing consortiums similar to IL State Bid pricing. More information about these approved purchasing consortiums can be found on the Illinois Chief Procurement Office website:

<https://www2.illinois.gov/cpo/general/Pages/Documents-Referenced-in-CPO-Notice-2018.04.aspx>

The 3 providers we evaluated were CI Select, Egyptian Workspace Partners and KI (which is actually a distributor for a specific furniture brand that is also sold by the other vendors.) All three



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

vendors were provided our building floor plans and asked to provide quotations for furniture in each of the rooms on the plans.

Upon submission of their plans, we narrowed down their potential offerings based on style and cost per piece which put us at similar levels of quality for each vendor. We believed this would prevent issues comparing a tier 1 option to a tier 3 option. Once we settled on the products in question and were happy with the quality and style provided by each, we then compared the cost per office. This was done taking a standard office in the building and comparing the cost of outfitting that office across all three providers. When comparing in this manner, CI Select was the low price at \$40 cheaper per office than Egyptian Workspace and offered a furniture package and style that was preferred by the committee. So in this instance, the low bidder also offered the design and quality desired.

The items not included in this quotation are some of the minor furniture items in EMS and the front reception area consoles which are highly specialized to allow for multiple screens and variable heights. The consoles will come to the council as a separate item. The minor furniture items for EMS will also come as separate items as we will explore options similar to what we did for Station 1 and will seek local solutions for those items.

For your review I have included the three pricing proposals used to evaluate the companies and products, the complete proposal from CI Select with per item cost, the furniture floor plan drawing and the furniture rendering provided by CI Select.

Budget Impact: The furniture, fixtures and equipment expenses were budgeted at 11% of the original contract price of \$6.6 million, with most of the FFE costs coming out of the Police Department reserves. The total pricing provided by CI Select is \$222,343.54 and is within our expectations for outfitting the building furniture and keeps this project within our expected budget.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING CITY OF HIGHLAND TO ENTER A CONTRACT WITH LEICA GEOSYSTEMS, INC. TO MOUNT A SMARTNET GNSS ANTENNA AT THE WEINHEIMER COMMUNITY CENTER

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 Leica Geosystems, Inc. has proposed to install a SmartNet antennae at the Weinheimer Community Center (*See* Hosting Proposal attached hereto as **Exhibit A**); and

WHEREAS, Leica Geosystems, Inc. launched SmartNet North America on March 1, 2010 as a subscription-based service offering GNSS Network RTK corrections throughout North America with Leica Geosystems directly operating, managing, and maintaining all segments of the network (*See* **Exhibit A**); and

WHEREAS, SmartNet provides GNSS Network RTK coverage in all 50 US States and 6 Canadian Provinces, to anyone in need of Precision GNSS corrections, including the precision agriculture, construction, engineering, surveying and mapping markets (*See* **Exhibit A**); and

WHEREAS, SmartNet proposes to mount a SmartNet owned GNSS reference station at the Weinheimer Community Center consisting of the following:

1. GNSS Antenna;
2. 80” – 96” Steel Mast & Monumentation;
3. LMR400 Antenna Cable;
4. GNSS Reference Station; and
5. Power Supply

(*See* **Exhibit A**); and

WHEREAS, City has determined SmartNet would compensate City \$1,500.00 annually to host the SmartNet Reference Station; (*See* **Exhibit A**); and

WHEREAS, City Council finds the Proposal from Leica Geosystems, Inc. to install a SmartNet Reference Station at the Weinheimer Community Center (“SmartNet Proposal”) (*See* **Exhibit A**) is fair and reasonable and should be approved; and

WHEREAS, City Council finds the City Manager and/or Mayor should be authorized and directed to execute whatever documents are necessary to accept the SmartNet Proposal and enter the contract with Leica Geosystems, Inc. (*See Exhibit A*).

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

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

Section 2. The SmartNet Proposal is approved (**Exhibit A**).

Section 3. The City Manager and/or Mayor is directed and authorized to execute whatever documents are necessary to enter the SmartNet Proposal (**Exhibit A**).

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

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

AYES:

NOES:

APPROVED:

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

ATTEST:

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

**SMARTNET NORTH AMERICA REFERENCE NETWORK
REFERENCE STATION HOST AGREEMENT**

LEICA Geosystems Inc. and Host wish to contract for Host to participate in the SmartNet GNSS Reference Network on the terms and conditions set forth in the Agreement (all as defined below).

Accordingly, in consideration of the mutual agreements contained herein, each of Leica Geosystems, Inc. and Host acknowledges that it has received and reviewed this Agreement and agrees to be bound by the same.

Host _____
 Station Name: _____
 Effective Date: _____

1. **Definitions.** Certain terms used and not otherwise defined in this Agreement have the following definitions or meanings:

“**GNSS**” means global navigation satellite system

“**Agreement**” means this agreement together with the standard SmartNet Terms & Conditions and any agreed upon Appendices

“**Leica**” means Leica Geosystems, Inc., a Delaware corporation.

“**Network**” means the Reference Network marketed under the brand SmartNet, a real-time GNSS network anticipated to provide spatial information to a diverse user community in proximity to the Site.

“**Reference Station**” means the Leica GNSS reference station and associated or ancillary equipment located at the Site.

“**Site**” means the real property and improvements of the Host where the Reference Station is located.

“**Term**” means the period commencing with the Effective Date identified on the first page of this Agreement and continuing thereafter, unless terminated in accordance with the provisions of Section 4.

2. **Host Obligations.** Host hereby grants to Leica and its employees, agents, designees and/or contractors (hereinafter “Licensee”) right of ingress and egress to the Site to install, maintain, repair and/or operate the Reference Station during regular business hours, if the Site is an

occupied edifice, and at any reasonable time if unoccupied. No ownership, leasehold or other rights to the Site shall vest in Licensee by virtue of this Agreement. Host agrees and licenses Licensee to permanently erect the Reference Station in a place on the Site and to a standard consistent with the standards for the Network as established by Leica from time to time. Host also agrees to (i) provide access to and maintain an internet connection for the Reference Station and (ii) provide power.

3. **Payment.** As full and valid consideration for the obligations to Host set forth herein, Leica grants Host an annual payment of \$ 1,500.00. This payment will remain in effect during the term of this Agreement.

4. **Termination.**

- a. Either Party may terminate this Agreement immediately by delivery of notice to the other Party at any time if the other Party materially breaches this Agreement.
- b. Either Party may terminate this Agreement for any reason or no reason upon 60 days' written notice.

5. **Notices.** All notices, authorizations, directions, consents, and other communications to, upon, and between the parties shall be in writing and shall be deemed to have been duly made, delivered and received when delivered personally or by nationally recognized courier service or when mailed by certified mail, postage prepaid and return receipt requested, or when transmitted, and receipt confirmed, by facsimile or electronic transmission to each Party at the address, facsimile number or electronic address set forth under the name of that Party on the first page of this Agreement or to either Party at such other post office address, facsimile number or electronic address as that Party may specify by notice to the other Parties.

6. **No Joint Venture or Partnership.** This Agreement shall not be deemed nor construed to create a joint venture or partnership between Host and Leica, nor shall this Agreement be deemed or construed as making either Party the agent or representative of the other Party. Neither Party shall have the authority to bind the other Party in any respect.

7. **Modifications.** This Agreement may not be modified, waived, amended, discharged, terminated or supplemented, or otherwise changed, except by a document executed by an authorized representative of each Party.

8. **Non-Waiver of Rights and Breaches.** Except as provided in Paragraph 10, no failure or delay of any Party in the exercise of any right given to such Party hereunder shall constitute a waiver thereof, nor shall any single or partial exercise of any such right preclude other or further exercise thereof or of any other right. The waiver by a party of any default of any other Party hereunder shall not be deemed to be a waiver of any such subsequent default or other default of any party. No action or forbearance by any Party contrary to the provisions of this Agreement shall be construed to constitute a waiver of any of the express provisions hereof.

9. **Successors and Assigns.** Either Party may assign this Agreement (a) to one or more affiliates in connection with an internal corporate reorganization or restructuring (in which case the Party shall remain liable for its obligations hereunder notwithstanding such assignment) or (b) to a third party in connection with the sale of substantially all of a Party's assets to, or the merger of the Party into, a third party.

10. **Limitation of Remedies.** Neither Party shall seek, and each hereby irrevocably waives, monetary damages, whether direct, consequential, indirect, or punitive, as a consequence, or arising from, this Agreement or its breach. This Paragraph does not waive or affect either Party's remedies in cases of fraud or intentional torts. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR CONSEQUENTIAL OR INDIRECT DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFIT OR LOST OPPORTUNITY.

11. **Construction.** Each Party acknowledges that it has participated in the negotiation of this Agreement, had the opportunity to consult with legal counsel prior to executing the Agreement, and that no provision of this Agreement shall be construed against or be interpreted to the disadvantage of any Party hereto by any court or other governmental or judicial authority by reason of such Party having or deemed to have structured, dictated or drafted such provision.

12. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, with such counterparts together constituting one and the same instrument. Alternatively, the Parties acknowledge and agree that this Agreement may be, for convenience, executed in duplicate originals, each of which is intended to be and is as valid as its counterpart original.

13. **Invalidity.** If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of this Agreement will remain in full force and effect and will in no way be affected, impaired or invalidity.

LEICA GEOSYSTEMS, INC.**HOST**

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Address: _____

Address: _____

5051 Peachtree Corners Circle

Suite 250

Norcross, GA 30092

Attention: _____

Attention: _____

Fax Number: _____

Fax Number: _____

Email Address: _____

Email Address: _____

SITE LOCATION

Station Name _____

Site Address _____

Site City _____

Site State/Province _____

Site Zip/Postal Code _____

Site Phone Number _____

For general questions or issues, you may also contact us at support@smartnetna.com



SmartNet North America

Any Constellation - Any Application - Open to All

Hosting Proposal

Background

SmartNet North America

Leica Geosystems, Inc. launched SmartNet North America on March 1, 2010. SmartNet is a subscription-based service offering GNSS Network RTK corrections throughout North America with Leica Geosystems directly operating, managing, and maintaining all segments of the network. From the reference stations in the field to the server and IT infrastructure, SmartNet offers a turnkey solution.

SmartNet provides GNSS Network RTK coverage in all 50 US States and 6 Canadian Provinces, to anyone in need of Precision GNSS corrections. This includes the precision agriculture, construction, engineering, surveying and mapping markets.

SmartNet provides coverage for throughout the state, as well as all of the major metropolitan areas.

Hosting Proposal

SmartNet would propose to mount a SmartNet owned GNSS reference station at the City of Highland Weinheimer Community Center building in Highland, IL. The station consists of the following:

- GNSS Antenna (Fig. 1)
- 80" – 96" Steel Mast & Monumentation (Fig. 2)
- LMR400 Antenna Cable
- GNSS Reference Station (Fig. 3)
- Power Supply

The needs for the station are minimal; we only require a small area to install our antenna mast that provides a clear and unimpeded view of the sky. Once secured, the mast will support the GNSS antenna and provide the necessary horizontal stability to determine the antennas position to +/- 5 mm (Fig. 1). We then route the antenna cable from the antenna into the building to the GNSS receiver in a mutually agreeable location. The GNSS receiver is then secured to a wall in a provided enclosure (Fig. 3), and the antenna cable is terminated and connected to the GNSS receiver.

The GNSS receiver will require an electrical outlet (utilizing 15kW of power annually). Also, we ask for a connection to the internet if possible (utilizing 2-4kbps of bandwidth), and SmartNet covers all hardware, labor and installation costs.

In return for providing us with a host location, SmartNet would compensate either \$1,500.00 (with-internet) OR \$1,250.00 (without- internet) Annually for the term of agreement.

Example Photos



Fig.1 GNSS Antenna



Fig.2 – 80" Steel Mast



Fig. 3 – GNSS Reference Station Receiver

Fig.4 Preferred Mounting Location

In optimal location for sky view on the back of the building



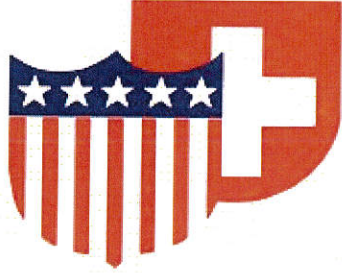
City of Highland

Finance Department

MEMO TO: Christopher Conrad, Interim City Manager
FROM: Kelly Korte, Director of Finance
SUBJECT: Banking Ordinance
DATE: March 29, 2021

I have placed an Ordinance on the upcoming council agenda to update appropriate signers for accounts based on the passing of Joseph Michaelis and for the time period until the new mayor is sworn in..

If anyone has any questions concerning either of these items, please contact me for clarification.



City of Highland

Department of Parks & Recreation

To: Chris Conrad, Interim City Manager
From: Mark Rosen, Director of Parks & Recreation
Date: April 5, 2021
Subject: Leica Geosystems Contract

RECOMMENDATION

I am recommending to seek City Council approval to approve the contract with Leica Geosystems, Inc. to install a reference station at the Weinheimer Community Center.

DISCUSSION

The reference station will consist of an antenna and the necessary equipment to assist in being able to provide ample coverage throughout the state as well as metropolitan areas.

The only requirement for the City is to install a 110 outlet for their equipment.

FISCAL IMPACT

They agree to pay \$1,500.00 annually for us to host their system.



Recommended: Mark Rosen, Director of Parks & Rec.



Approved: Chris Conrad, Interim City Manager

CITY OF HIGHLAND

WARRANT # 1192

April 5, 2021

001	General Fund	\$	100,399.87
006	TIF #1	\$	-
007	Community Development	\$	6,154.53
008	Motor Fuel Tax Fund	\$	4,671.53
009	Parks & Recreation Fund	\$	42,538.08
050	Street Bond	\$	202,180.44
101	Electric Fund	\$	781,871.98
012	Business District A	\$	13,586.67
111	Fiber To The Premise Fund	\$	65,777.16
208	WATER ALT BOND INT &RED	\$	-
201	Water Fund	\$	37,513.44
301	Sewer Fund	\$	105,289.93
401	Ambulance Fund	\$	9,519.76
10	TIF #2 Northside	\$	918.22
308	WRF Loan Payment Fund	\$	232,892.08
713	SOLID WASTE FUND	\$	140,217.87
802	Payroll Account	\$	-
	TOTAL WARRANT	\$	1,743,531.56

CITY CLERK
April 5, 2021

MAYOR

954373978356	Facemasks	9.99	04/06/2021	009-016-5-430-00
974354943489	Supplies for City Hall	60.03	04/06/2021	001-000-0-157-00
986373758684	Supplies for Central Purchasing	56.97	04/06/2021	001-000-0-157-00
	Check Total:	8,597.82		
Vendor: 4674	Ameren Illinois			Check Sequence: 8
0797748017	Utilities	309.50	04/06/2021	001-017-5-330-00
2723363006	GAS SERVICES - STATION # 1	645.71	04/06/2021	001-014-5-330-00
4742177616	Gas Utilities	163.00	04/06/2021	009-016-5-330-00
5983358251	GAS SERVICES - STATION # 2	100.96	04/06/2021	001-014-5-330-00
7059173000	Utilities	243.59	04/06/2021	201-202-5-330-00
7072262256	Gas Utilities	1,476.94	04/06/2021	009-009-5-330-00
7516714005	GAS CHARGE	424.44	04/06/2021	301-303-5-330-00
7516714005	GAS CHARGE	424.43	04/06/2021	201-203-5-330-00
7516714005	GAS CHARGE	424.44	04/06/2021	001-013-5-330-00
7516714005	GAS CHARGE	848.87	04/06/2021	101-101-5-330-00
7807468015	Gas Utilities	300.28	04/06/2021	009-016-5-330-00
7952834891	GAS CHARGE	47.50	04/06/2021	101-102-5-330-00
9305822894	POLICE DEPT GAS UTILITIES	117.01	04/06/2021	001-012-5-330-00
	Check Total:	5,526.67		
Vendor: 4075	Randy Ammann			Check Sequence: 9
03-22-2021 WTP	Filter Sock	25.00	04/06/2021	201-202-5-450-00
	Check Total:	25.00		
Vendor: 3076	ANXTER, INC.			Check Sequence: 10
288380051	Zyxel 8 port Gigabit Switch	761.25	04/06/2021	111-111-5-530-00
288380158	SMF-28 U Bend Simplex Indoor/Outdoor 4.8	2,384.00	04/06/2021	111-111-5-530-00
288380337	Zyxel 8 port Gigabit Switch	152.25	04/06/2021	111-111-5-530-00
4840662-01	J9412 Ovaley Bolt 5/8"X 12"	183.00	04/06/2021	101-104-5-430-00
4878112-00	DPC625- 600AMP 15/25 KV insulated	150.00	04/06/2021	101-104-5-430-00
4879424-00	SGD-0700 Guy Wire Basket Coil	272.00	04/06/2021	101-104-5-430-00
4879460-00	J8808 Machine 5/8"X 8"	150.00	04/06/2021	101-104-5-430-00
4879460-00	J8812 Machine 5/8"X 12"	177.00	04/06/2021	101-104-5-430-00
4879460-00	J8810 Machine 5/8"X 10"	151.50	04/06/2021	101-104-5-430-00
	Check Total:	4,381.00		
Vendor: 2058	Aramark Uniform Services			Check Sequence: 11
317226347	FEBRUARY RUG SERVICES	6.05	04/06/2021	101-101-5-390-00
317226348	FEBRUARY UNIFORM AND RUG SERVICES	47.22	04/06/2021	101-102-5-390-00
317226349	FEBRUARY RUG SERVICES	40.95	04/06/2021	111-111-5-390-00
317226356	FEBRUARY RUG SERVICES	48.83	04/06/2021	001-011-5-390-00
317252345	FEBRUARY RUG SERVICES	36.81	04/06/2021	101-101-5-390-00
317252346	FEBRUARY UNIFORM AND RUG SERVICES	36.72	04/06/2021	101-102-5-390-00
317252354	FEBRUARY RUG SERVICES	26.78	04/06/2021	001-012-5-390-00
317278351	FEBRUARY RUG SERVICES	6.05	04/06/2021	101-101-5-390-00
317278352	FEBRUARY UNIFORM AND RUG SERVICES	31.32	04/06/2021	101-102-5-390-00
317278353	FEBRUARY RUG SERVICES	40.95	04/06/2021	111-111-5-390-00
317304446	FEBRUARY RUG SERVICES	36.81	04/06/2021	101-101-5-390-00
317304447	FEBRUARY UNIFORM AND RUG SERVICES	36.72	04/06/2021	101-102-5-390-00
317304455	FEBRUARY RUG SERVICES	26.78	04/06/2021	001-012-5-390-00
	Check Total:	421.99		
Vendor: 5591	AssuredPartners Cornerstone LLC			Check Sequence: 12
18267	COBRA QUALIFYING EVENT LETTERS	110.00	04/06/2021	001-011-5-390-00
45011	FEBRUARY FSA PLAN ADMIN/DEBIT CARD FEE	208.00	04/06/2021	001-011-5-390-00
	Check Total:	318.00		
Vendor: 1072	Autobling			Check Sequence: 13
2559	CAR 8 CLEAN INTERIOR	65.00	04/06/2021	001-012-5-360-10
	Check Total:	65.00		
Vendor: 5786	AXON ENTERPRISE, INC.			Check Sequence: 14
SI-1724964	NEW TASER X26P	1,234.15	04/06/2021	001-012-5-470-00
	Check Total:	1,234.15		
Vendor: 2387	Barco Products Company			Check Sequence: 15
BP200011669	Karla Plage Bench	1,026.83	04/06/2021	009-016-5-430-00
	Check Total:	1,026.83		
Vendor: 5319	BARNETT PEST SOLUTIONS			Check Sequence: 16
2472	MONTHLY PEST CONTROL - HCS BUILDING	50.00	04/06/2021	111-111-5-390-00
	Check Total:	50.00		
Vendor: 1291	Bound Tree Medical, LLC			Check Sequence: 17
83972688	EMS SUPPLIES	86.13	04/06/2021	401-401-5-430-00
83981957	EMS SUPPLIES	1,053.96	04/06/2021	401-401-5-430-00
83985245	EMS SUPPLIES	459.11	04/06/2021	401-401-5-430-00
83985246	EMS SUPPLIES	1.80	04/06/2021	401-401-5-430-00
83985247	ASSURE PRISM ORANGE KIT BASIC	70.99	04/06/2021	001-014-5-430-00
83991743	EMS SUPPLIES	371.25	04/06/2021	401-401-5-430-00
83991744	EMS SUPPLIES	115.78	04/06/2021	401-401-5-430-00
83994895	EMS SUPPLIES	61.59	04/06/2021	401-401-5-430-00

010097-009	Utilities outdoor pool	39.68	04/06/2021	009-503-5-330-00
010097-013	Utilities wcc	2,004.25	04/06/2021	009-016-5-330-00
010097-022	Utilities cemetery	68.67	04/06/2021	009-715-5-330-00
010101-001	Utilities pks	1,588.77	04/06/2021	009-009-5-330-00
	Check Total:	12,401.06		
Vendor: 461	City Petty Cash			Check Sequence: 28
1	SHIPPING CHARGES FOR PD PACKAGE 9/18/2020	8.25	04/06/2021	001-012-5-320-00
2	LUNCHEON TIP FOR IDC MEETING 10/7/2020	5.00	04/06/2021	007-007-5-390-00
3	SHIPPING CHARGES FOR SPECIMEN PKG FOR PD 10-19-2020	5.30	04/06/2021	001-012-5-320-00
4	AMERICAN EXPRESS FEES- NON POST TO CLOSED ACCT FEE	15.90	04/06/2021	001-011-5-390-00
	Check Total:	34.45		
Vendor: 464	City Utilities			Check Sequence: 29
005784-000	POLICE STATION UTILITIES	924.24	04/06/2021	001-012-5-330-00
005784-002	POLICE RADIO TOWER UTILITIES	220.96	04/06/2021	001-012-5-330-00
005784-003	POLICE RADIO SHED UTILITIES	18.98	04/06/2021	001-012-5-330-00
006518-000	Utilities	168.67	04/06/2021	201-201-5-330-00
006518-002	Utilities	56.09	04/06/2021	001-017-5-330-00
006518-003	Utilities	1,247.72	04/06/2021	001-017-5-330-00
006518-005	Utilities	223.54	04/06/2021	301-303-5-330-00
006518-005	Utilities	223.55	04/06/2021	201-203-5-330-00
006518-006	Utilities	118.71	04/06/2021	301-303-5-330-00
006518-006	Utilities	118.71	04/06/2021	201-203-5-330-00
006518-007	Utilities	101.42	04/06/2021	301-303-5-330-00
006518-007	Utilities	101.41	04/06/2021	201-203-5-330-00
006518-022	Utilities	9,092.34	04/06/2021	301-304-5-330-00
006518-023	Utilities	97.95	04/06/2021	301-304-5-330-22
006518-024	Utilities	95.91	04/06/2021	301-304-5-330-22
006518-025	Utilities	34.62	04/06/2021	301-304-5-330-00
006518-026	Utilities	51.88	04/06/2021	301-304-5-330-22
006518-027	Utilities	32.89	04/06/2021	301-304-5-330-22
006518-028	Utilities	132.27	04/06/2021	201-202-5-330-00
006518-031	Utilities	1,110.80	04/06/2021	201-202-5-330-00
006518-032	Utilities	12,990.76	04/06/2021	201-202-5-330-00
006518-033	Utilities	35.05	04/06/2021	201-202-5-330-00
006518-035	Utilities	831.92	04/06/2021	301-304-5-330-00
006518-036	Utilities	152.01	04/06/2021	001-017-5-330-00
006518-038	Utilities	3,199.66	04/06/2021	301-304-5-330-00
006519-000	UTILITIES - CITY HALL	2,011.95	04/06/2021	001-011-5-330-00
006736-000	UTILITIES - FIRE STATION # 1	470.79	04/06/2021	001-014-5-330-00
006736-001	UTILITIES - FIRE STATION # 2	174.39	04/06/2021	001-014-5-330-00
006736-002	UTILITIES - HELIPRT	24.90	04/06/2021	401-401-5-330-00
006736-003	UTILITIES - SILVER LAKE ROAD	446.29	04/06/2021	001-014-5-330-00
006736-004	UTILITIES - BOAT RAMP	9.69	04/06/2021	001-014-5-330-00
015010-000	UTILITIES - HCS BLDG	1,955.44	04/06/2021	111-111-5-330-00
015010-001	UTILITIES - HCS BLDG	188.28	04/06/2021	111-111-5-330-00
	Check Total:	36,663.79		
Vendor: 20844	Ron Clarkin			Check Sequence: 30
reimbursement	Boat dock deposit reimbursement	250.00	04/06/2021	009-016-5-390-00
	Check Total:	250.00		
Vendor: 10053	Chris Clewis			Check Sequence: 31
5540-330281	CAR 8 BATTERY-3 YR WARRANTY	213.69	04/06/2021	001-012-5-360-10
	Check Total:	213.69		
Vendor: 5872	COBRAA, INC.			Check Sequence: 32
19871	POWDERCOAT- BANNER MOUNTS, SEMI GLOSS BLACK	142.10	04/06/2021	101-102-5-360-00
	Check Total:	142.10		
Vendor: 481	Coe Equipment Inc			Check Sequence: 33
75857	Gauge Pressure, 5000 PSI, Rear P	204.64	04/06/2021	301-303-5-460-00
75858	Hydro Tornado Revolving Water Jet Nozzle 1' @ 80 GPM	520.00	04/06/2021	301-303-5-460-00
	Check Total:	724.64		
Vendor: 2822	Compustitch Embroidery			Check Sequence: 34
000008	2 sweatshirts City Logo for RR - W&S	9.00	04/06/2021	301-303-5-440-00
000008	2 sweatshirts City Logo for RR - W&S	9.00	04/06/2021	201-203-5-440-00
	Check Total:	18.00		
Vendor: 5863	COMPUSTITCH SCREEN PRINTING AND EMBROIDERY			Check Sequence: 35
000008	SHIRTS FOR K. CHADWICK	75.00	04/06/2021	001-012-5-440-00
	Check Total:	75.00		
Vendor: 5870	CONTEMPORARY LIFE SAVING TRAINING, LLC			Check Sequence: 36
01020292	QTY-1 PHYIO CONTROL LP 1000 SERIAL # 41322000 PADIS INSIDE UNIT	900.00	04/06/2021	001-014-5-430-00
	Check Total:	900.00		
Vendor: 2189	CONTINENTAL RESEARCH CORPORATION			Check Sequence: 37
0024234	cleaning chemicals	275.76	04/06/2021	009-016-5-490-00
	Check Total:	275.76		

Vendor: 4219 N85552 N860673	CORE & MAIN LP 1 CPLG 110 CTSXCTS, Ball Curb CTSXCTS C110 Comp Gasket & Grip Ring Only	837.42 21.95	04/06/2021 04/06/2021	Check Sequence: 38 201-203-5-430-00 201-203-5-430-00
	Check Total:	859.37		
Vendor: UB*00972 INV 2020 REIMB PERMIT	CORE COMPLEX, LLC 2020 TAX INCENTIVE PERMIT B-20-020259/B-20-020235 REIMBURSEMENTS	918.22 1,995.00	04/06/2021 04/06/2021	Check Sequence: 39 010-010-5-820-00 007-007-5-820-00
	Check Total:	2,913.22		
Vendor: 994 5942	Corsair Controls Inc Greyline Thermostat & Heater Option PN	156.25	04/06/2021	Check Sequence: 40 301-304-5-450-00
	Check Total:	156.25		
Vendor: 5451 36305 36306	DATATRONICS, INC FIRE STATION ALERTING SYSTEM 3 HRS LAND MOBILE LABOR / .5 HRS LAND MOBILE LABOR, 42 MILEAGE	4,053.04 292.80	04/06/2021 04/06/2021	Check Sequence: 41 012-012-5-550-00 001-014-5-360-10
	Check Total:	4,345.84		
Vendor: 5050 800084995 800084995 800084995 800084995	DexYP MONTHLY PHONE LISTING MONTHLY PHONE LISTING MONTHLY PHONE LISTING MONTHLY PHONE LISTING	37.08 53.29 90.18 49.58	04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 42 001-012-5-390-00 111-111-5-390-00 001-011-5-390-00 101-101-5-390-00
	Check Total:	230.13		
Vendor: 4184 13714	DigitalArtz LLC Vehicle Graphics - Truck # 607	167.42	04/06/2021	Check Sequence: 43 001-017-5-430-00
	Check Total:	167.42		
Vendor: 3363 2020-7315	DIRECTOR OF ILLINOIS STATE POLICE DECLARATION OF FORFEITURE SEIZURE NO 2020-7315 \$451.00	451.00	04/06/2021	Check Sequence: 44 001-012-4-342-10
	Check Total:	451.00		
Vendor: 159 P26424 P26424 P26424	Ditch Witch Sales Inc QTY 1 - LEVER VALVE, QTY 1 - 157-387 BODY QTY 1 - LEVER VALVE, QTY 1 - 157-387 BODY QTY 1 - LEVER VALVE, QTY 1 - 157-387 BODY	159.05 318.11 159.05	04/06/2021 04/06/2021 04/06/2021	Check Sequence: 45 201-203-5-450-00 101-104-5-450-00 301-303-5-450-00
	Check Total:	636.21		
Vendor: 5844 202012810-1 202012810-1	DIVERSIFIED ELECTRONICS, INC RR- Covers- Headset Covers HCA-100- Univ Belt Station	27.00 304.00	04/06/2021 04/06/2021	Check Sequence: 46 101-102-5-470-00 101-102-5-470-00
	Check Total:	331.00		
Vendor: 4153 C21-095	DJ Howards & Assoc. Inc. APPRAISAL REPORT FOR 12990 TROXLER RD	1,500.00	04/06/2021	Check Sequence: 47 001-013-5-390-00
	Check Total:	1,500.00		
Vendor: 20045 INV03302021	Dr. Wood Trees & Landscape TREE WORK ON SECTOR #2 PLUS STORM DAMAGE AFTER TORNADO	4,200.00	04/06/2021	Check Sequence: 48 001-017-5-390-22
	Check Total:	4,200.00		
Vendor: 621 2021-2022	Eastern Illinois University 2021-2022 MEMBERSHIP FEES- KKORTE	80.00	04/06/2021	Check Sequence: 49 001-011-5-390-00
	Check Total:	80.00		
Vendor: 5485 8213 8213	EDWARDSVILLE MACHINE & WELDING CO. INC. Labor, Repair Multi-Stage Cylinder - Truck 6 Labor, Repair Multi-Stage Cylinder - Truck 6	120.00 120.00	04/06/2021 04/06/2021	Check Sequence: 50 201-203-5-460-00 301-303-5-460-00
	Check Total:	240.00		
Vendor: 5486 PO2464 PO2520	EJ EQUIPMENT, INC. Water Fill Hose Fire Adapter	122.07 141.92	04/06/2021 04/06/2021	Check Sequence: 51 001-017-5-470-00 001-017-5-470-00
	Check Total:	263.99		
Vendor: 8548 8333	Everlasting Etch Tree markers	9.00	04/06/2021	Check Sequence: 52 009-016-5-390-00
	Check Total:	9.00		
Vendor: 2786 ILHIG80785 ILHIG80785 ILHIG80792	Fastenal RazorBack LHRP OB, DH Drain Spade RazorBack LHRP OB, DH Drain Spade HCS PARTS	34.29 34.29 181.83	04/06/2021 04/06/2021 04/06/2021	Check Sequence: 53 301-303-5-470-00 201-203-5-470-00 111-111-5-430-00
	Check Total:	250.41		

Vendor: 20345 Fit Training	Fens Fitness, LLC Personal trainer fees	182.68	04/06/2021	Check Sequence: 54 009-009-5-390-09
	Check Total:	182.68		
Vendor: 745 S1240566.001 S1241264.001	Fletcher Reinhardt Company BHLS-022016-E Stirrup Clamp AMT1006RE 3M 6"X 1000' Red Burial Markin	1,066.50 476.80	04/06/2021 04/06/2021	Check Sequence: 55 101-104-5-430-00 101-104-5-430-00
	Check Total:	1,543.30		
Vendor: 1098 6186541901 6186542146 6186543568 6186544671 6510017 6541026	FRONTIER LOCAL SERVCE 03/01/2021 TO 03/31/2021 PHONE CHARGES - STATION # 2 PHONE CHARGES - ALARM POLICE DEPT FAX LINE phone bill phone bill	40.53 48.47 48.04 40.96 186.05 96.08	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 56 001-013-5-310-00 001-014-5-310-00 001-011-5-310-00 001-012-5-310-00 009-009-5-310-00 009-016-5-310-00
	Check Total:	460.13		
Vendor: 20702 S4264154.001	FROST Electric Supply 4' LED Bulbs	150.00	04/06/2021	Check Sequence: 57 201-202-5-450-00
	Check Total:	150.00		
Vendor: 795 017828736	Galls, LLC BELT BUCKLE	23.94	04/06/2021	Check Sequence: 58 001-012-5-440-00
	Check Total:	23.94		
Vendor: 2226 141000588 141001599-1	GLOBAL TECHNICAL SYSTEMS, INC CAR 1 EQUIPMENT QTY 1 - KENWOOD MOBILE MIC AND LABOR	7,602.25 252.00	04/06/2021 04/06/2021	Check Sequence: 59 001-012-5-470-00 401-401-5-360-10
	Check Total:	7,854.25		
Vendor: 858 9320501648 9320501648 9320525566 9320525567	Graybar PROSNS RG6 F UNIV 25 PK 004301EB1TD30 0F-P - OPTI-FITADVANTAGE 004301EB4FD30 0F-P - OPTI-TAP SC/APCDR Mini power supply 12VDC 36W PRECISION R	104.40 4,285.44 4,202.04 1,842.00	04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 60 111-111-5-530-00 111-111-5-530-00 111-111-5-530-00 111-111-5-530-00
	Check Total:	10,433.88		
Vendor: 3333 0125666-IN 0125666-IN 0125666-IN 0125666-IN 0125666-IN 0125666-IN	GREAT LAKES DATA SYSTEMS BROADHUB LICENSE RENEWAL FEES WINFORCE LICENSE RENEWAL FEES WINPAY RENEWAL FEES SUPERCONTROLLER RENEWAL FEES VOIP RENEWAL FEES MY BROADBAND ACCT RENEWAL FEES	1,200.00 1,500.00 1,500.00 1,900.00 1,500.00 1,500.00	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 61 111-111-5-390-00 111-111-5-390-00 111-111-5-390-00 111-111-5-390-00 111-111-5-390-00 111-111-5-390-00
	Check Total:	9,100.00		
Vendor: 1662 B1H45360 C1H48119	Home Box Office HBO FEBRUARY VIDEO CONTENT FEE MARCH VIDEO CONTENT FEE	390.00 390.00	04/06/2021 04/06/2021	Check Sequence: 62 111-111-5-390-52 111-111-5-390-52
	Check Total:	780.00		
Vendor: 4020 2021-008	HEARTLANDS CONSERVANCY Project surveying	7,724.97	04/06/2021	Check Sequence: 63 009-016-5-230-00
	Check Total:	7,724.97		
Vendor: 2680 2020-12-17 0012 2020-12-19 0005	HFS of IL AMBULANCE REFUND - PT ID # 361731136 AMBULANCE REFUND - PT ID # 364170308	73.20 86.92	04/06/2021 04/06/2021	Check Sequence: 64 401-401-5-390-25 401-401-5-390-25
	Check Total:	160.12		
Vendor: 2385 FEBRUARY	Highland Area Christian Servc FEBRUARY GOOD SAMARITAN	326.06	04/06/2021	Check Sequence: 65 001-011-5-390-00
	Check Total:	326.06		
Vendor: 1423 200-303707 200-304025 200-304045 200-305702 200-5219997 200-526650 200303711 200304027 200304027	Highland Communication Services Communication Services HCS SERVICES - FIRE STATION # 1 HCS SERVICES - HACSM HCS SERVICES - EMS Communication Services Communication Services Communication Services Communication Services Communication Services	212.14 2.00 51.95 286.62 149.99 119.66 33.95 4.48 4.47	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 66 301-301-5-390-50 401-401-5-390-50 001-011-5-390-50 401-401-5-390-50 301-304-5-390-50 201-202-5-390-50 001-017-5-390-50 201-203-5-390-50 301-303-5-390-50
	Check Total:	865.26		
Vendor: 8069 700457029	Hillyard St Louis Inc scubber maintenance	212.00	04/06/2021	Check Sequence: 67 009-009-5-390-00

	Check Total:		212.00		
Vendor: 3199 332136	Home Nursery Inc replacement tree		92.40	04/06/2021	Check Sequence: 68 009-016-5-390-22
	Check Total:		92.40		
Vendor: 1867 21-00514435 21-00514437 21-00514541 21-00515741	Howard Technology Solutions QTY - 1 21.5" WIDESCREEN MONITOR -CITY HALL KIOSK DELL OPTIPLEX 5080 - SFF DELL OPTIPLEX 3080 - SFF NEW COMPUTERS, EV,P73,P104 AND DET		107.00 1,007.00 583.00 3,932.00	04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 69 001-011-5-391-00 001-011-5-391-00 001-011-5-391-00 001-012-5-391-00
	Check Total:		5,629.00		
Vendor: 3201 1	IBEW Local 309 ELECTRONIC KIT W/ TEXT FOR APPRENTICE LINEMAN		1,997.93	04/06/2021	Check Sequence: 70 101-104-5-240-00
	Check Total:		1,997.93		
Vendor: 4686 RENEWAL2021	IIMC ANNUAL MEMBERSHIP FEE THROUGH 03/31/2022 - VON HATTEN		111.31	04/06/2021	Check Sequence: 71 001-011-5-390-00
	Check Total:		111.31		
Vendor: 20635 123796	Illinois Dept of Transportation BROADWAY STREETScape PHASE I		164,003.18	04/06/2021	Check Sequence: 72 050-050-5-540-10
	Check Total:		164,003.18		
Vendor: 5075 R114452	Illinois Electric Inc On site t/s motor pump		443.00	04/06/2021	Check Sequence: 73 201-202-5-360-00
	Check Total:		443.00		
Vendor: 3166 L17-2586 L17-2586	Illinois Environmental Protection Agency WASTEWATER PROJECT - WATER REVOLVING FUND WASTEWATER PROJECT - WATER REVOLVING FUND		176,889.11 56,002.97	04/06/2021 04/06/2021	Check Sequence: 74 308-308-5-610-00 308-308-5-610-00
	Check Total:		232,892.08		
Vendor: 5514 6235	IllinoisSouth Tourism visitor's guide advertisement		1,170.00	04/06/2021	Check Sequence: 75 001-011-5-390-31
	Check Total:		1,170.00		
Vendor: 1137 63758	Journal Printing 10,000 #10 SECURITY WINDOWS		609.00	04/06/2021	Check Sequence: 76 001-011-5-410-00
	Check Total:		609.00		
Vendor: 951 INV20189609 INV20189609 INV20192421	KGP Logistics Inc Coaxial 4-way IPTV Splitters GHPNA-4 Tape Vinyl Electrical Blk 3/4x60' RISER OFFSET FOR PROTECTOR 7/ CHARLES IN		92.50 90.30 307.20	04/06/2021 04/06/2021 04/06/2021	Check Sequence: 77 111-111-5-530-00 111-111-5-430-00 111-111-5-530-00
	Check Total:		490.00		
Vendor: 1183 2020-05-22 0005	Robert or Sarah Klucker AMBULANCE REFUND		74.76	04/06/2021	Check Sequence: 78 401-401-5-390-25
	Check Total:		74.76		
Vendor: 1206 10335	Korte & Luitjohan Contr Inc Sportman Road - Valve Repair		2,441.60	04/06/2021	Check Sequence: 79 201-203-5-390-00
	Check Total:		2,441.60		
Vendor: 435 03-30-2021 PW	Korte Landscaping REPAIR DAMAGED TREE & BUSH NEW ROUND ABOUT ST ROSE RD		222.00	04/06/2021	Check Sequence: 80 001-017-5-390-00
	Check Total:		222.00		
Vendor: 5851 317495	LeadsOnline LLC LEADSONLINE INVESTIGATION SYSTEM PAWN SHOP INFO		2,301.00	04/06/2021	Check Sequence: 81 001-012-5-390-50
	Check Total:		2,301.00		
Vendor: 24 100502	Craig Loyet FINLA PLUMBING- 1515 27TH STREET		50.00	04/06/2021	Check Sequence: 82 001-013-5-390-82
	Check Total:		50.00		
Vendor: 5181 JOB #1820-R22	LOYET-ARCHITECTS REDESIGN- PUBLIC SAFETY FACILITY DESIGN		7,391.64	04/06/2021	Check Sequence: 83 012-012-5-505-00
	Check Total:		7,391.64		
Vendor: 4041 PSO042839-1 PSO042839-1 PSO042946-1	Luby Equipment Services Supplies Supplies Rocker Switch/Supplies		67.20 67.20 55.44	04/06/2021 04/06/2021 04/06/2021	Check Sequence: 84 301-303-5-460-00 201-203-5-460-00 201-203-5-460-00

PSO042946-1	Rocker Switch/Supplies	55.44	04/06/2021	301-303-5-460-00
PSO043775-1	BACKHOE - GLASS	236.32	04/06/2021	001-017-5-450-00
PSO043807-1	Supplies	74.54	04/06/2021	001-017-5-470-00
	Check Total:	556.14		
Vendor: 20004 IN0022085	Madison County Health Dept. food service/concessions	150.00	04/06/2021	Check Sequence: 85 009-503-5-390-00
	Check Total:	150.00		
Vendor: 2941 2021-01H	MADISON COUNTY INFORMATION TECHNOLOGY LEADS LEASE FROM MADISON CO.	24.28	04/06/2021	Check Sequence: 86 001-012-5-340-00
	Check Total:	24.28		
Vendor: 4699	Mastercard			Check Sequence: 87
1893	KEROSENE FOR HEATERS TO THAW FROZEN COOLING TOWER DURING EMERGEN	50.00	04/06/2021	101-102-5-430-00
1893	CLAYTON MOORE BOOTS	120.00	04/06/2021	111-111-5-440-00
1893	TONY GAFFNER BOOTS	119.99	04/06/2021	101-102-5-440-00
1893	KEROSENE FOR HEATERS TO THAW FROZEN COOLING TOWER DURING EMERGEN	50.00	04/06/2021	101-102-5-430-00
1893	FOR MOVING MAKE UP DRUMS	59.31	04/06/2021	101-102-5-430-00
1893	PARTS FOR POWER PLANT	74.03	04/06/2021	101-102-5-430-00
1893	BREAKROOM SUPPLIES	39.48	04/06/2021	101-101-5-410-00
1252323	FLASHLIGHT,BOOTS,SOCKS-BRINES	242.97	04/06/2021	001-012-5-440-00
1257	DINNER FOR POWER PLANT GUYS WHEN GENERATING IN OT FOR COLD SNAP	20.00	04/06/2021	101-102-5-390-00
1257	DINNER FOR POWER PLANT GUYS WHEN GENERATING IN OT FOR COLD SNAP	62.81	04/06/2021	101-102-5-390-00
1935 SLOVER	SAFELITE - 2000 CHEVROLET SILVERADO	248.79	04/06/2021	001-017-5-390-00
1943 HUBBARD	ZOOM MONTHLY 02/08/2021-03/07/2021	14.99	04/06/2021	007-007-5-390-00
1943 HUBBARD	ZOOM MONTHLY 03/08/2021-04/07/2021	14.99	04/06/2021	007-007-5-390-00
1943 HUBBARD	GENERAL ADMIN FOR 32ND ANNUAL RURAL ECONOMIC DEVELOPMENT	25.00	04/06/2021	007-007-5-240-00
2040 Mark	Air Delights Inc	111.93	04/06/2021	009-016-5-430-00
2040 Mark	Diamond Mineral SP	431.20	04/06/2021	009-016-5-240-00
2040 Mark	Home Depot	348.38	04/06/2021	009-016-5-470-00
2040 Mark	Keen Inc	159.38	04/06/2021	009-016-5-440-00
2040 Mark	AnyPromo.com	182.14	04/06/2021	009-016-5-430-00
2040 Mark	Court Reserve	165.00	04/06/2021	009-009-5-390-00
2040 Mark	Swim Outlet	158.20	04/06/2021	009-016-5-430-00
2040 Mark	AnyPromo.com	308.04	04/06/2021	009-016-5-430-00
2040 Mark	AnyPromo.com	177.10	04/06/2021	009-016-5-430-00
2040 Mark	AnyPromo.com	178.47	04/06/2021	009-016-5-430-00
2040 Mark	American Red Cross	300.00	04/06/2021	009-009-5-240-00
2040 Mark	Eastern Data	261.68	04/06/2021	009-009-5-430-00
2644 SPERANEO	ZOOM SUBSCRIPTION	14.99	04/06/2021	001-013-5-430-00
2G3BQEDD	TRG EXAM FOR C. LEWIS	160.00	04/06/2021	001-012-5-240-00
5979 WRF	Prev. Maint. Kit for 5800 Samplers and Cable	259.60	04/06/2021	301-305-5-450-00
7356 PUBSAFE	NATIONAL ACADEMY OF AMBULANE COMPLIANCE - CADS VIRTUAL 2021	89.00	04/06/2021	401-401-5-240-00
7356 PUBSAFE	JONES & BARTLETT LEARNING- FIRE DEPT INCIDENT SAFETY OFFICER	-10.05	04/06/2021	001-014-5-240-00
7356 PUBSAFE	DELUXE - QTY 5000 SINGLE WINDOW ENVELOPE	366.67	04/06/2021	401-401-5-410-00
9063 IMMING	DREAMSTIME.COM STOCK PHOTOGRAPHY SUBSCRIPTION	25.00	04/06/2021	111-111-5-390-33
9063 IMMING	DYN STANDARD DNS RENEWAL (1 MTH)	5.00	04/06/2021	001-011-5-391-00
9063 IMMING	ZOOM STANDARD BIZ MONTHLY 02/21/2021-03/20/2021	199.90	04/06/2021	001-011-5-391-00
9063 IMMING	HOOTSUITE PRO - ANNUAL WEBSITE SHARE	119.88	04/06/2021	111-111-5-390-33
9063 IMMING	FACEBOOK ADVERTISING	357.15	04/06/2021	111-111-5-390-33
EOPHBEFT	TRG EXAM FOR S. ATHMER	160.00	04/06/2021	001-012-5-240-00
TRACfeb	TRACFONE FOR SAFE TEAM	22.46	04/06/2021	001-012-5-390-00
	Check Total:	5,693.48		
Vendor: 1328 Party Pizzas	Mazzio's Pizza krc birthday party room pizzas	36.00	04/06/2021	Check Sequence: 88 009-009-5-430-00
	Check Total:	36.00		
Vendor: 1924	McKay Auto Parts Inc			Check Sequence: 89
833782	Filters, 5W20 SynBlend	17.68	04/06/2021	301-303-5-460-00
833782	Filters, 5W20 SynBlend	17.68	04/06/2021	201-203-5-460-00
836722	Air, Oil, Fuel Filters	69.47	04/06/2021	001-017-5-450-00
836752	OIL FILTER AND BLADE	52.29	04/06/2021	101-104-5-460-00
836772	lawn mowers	25.83	04/06/2021	009-016-5-450-00
836774	dump truck	26.99	04/06/2021	009-016-5-460-00
837098	BATTERY	82.99	04/06/2021	101-104-5-450-00
837315	Napa 10W30 Qt. Oil	51.48	04/06/2021	301-304-5-450-00
837334	Napagold Air Filters	42.08	04/06/2021	001-017-5-450-00
	Check Total:	386.49		
Vendor: 4847 MCKINNEY315	Mark McKinney UNIFORM ALERATIONS FOR M. MCKINNEY	60.00	04/06/2021	Check Sequence: 90 001-012-5-440-00
	Check Total:	60.00		
Vendor: 5871 Party Refund	Chris McMannay Refund for a Krc party	135.00	04/06/2021	Check Sequence: 91 009-009-4-347-79
	Check Total:	135.00		
Vendor: 4985 BLDR-1020-0004	Mettler Development LLC 105 BAILEY CT - SINGLE - FAMILY - NEW SUBDIV INCENTIVE	4,000.00	04/06/2021	Check Sequence: 92 007-007-5-390-00
	Check Total:	4,000.00		
Vendor: 1386	Midwest Municipal Supply Inc			Check Sequence: 93

2026929	Supplies	4,120.55	04/06/2021	201-203-5-430-00
2026954	Parts for Screw Press	696.40	04/06/2021	301-304-5-450-00
2027001	Supplies	401.56	04/06/2021	201-203-5-450-00
2027072	Supplies returned	-4,058.55	04/06/2021	201-203-5-430-00
	Check Total:	1,159.96		
Vendor: 5853	MIDWEST OCCUPATIONAL MEDICINE, LTD			Check Sequence: 94
18803 / 42796	EMS PHYSICAL / DRUG SCREEN	103.00	04/06/2021	401-401-5-390-00
23223 / 42707	EMS PHYSICAL / DRUG SCREEN	103.00	04/06/2021	401-401-5-390-00
23224 / 42744	EMS PHYSICAL / DRUG SCREEN	103.00	04/06/2021	401-401-5-390-00
8020 / 42685	EMS PHYSICAL / DRUG SCREEN	103.00	04/06/2021	401-401-5-390-00
	Check Total:	412.00		
Vendor: 2555	Mike A Maedje Trucking Inc			Check Sequence: 95
36945	CM6 Tic.# 1676868, 6948 & CM7 Tic. #1678222	667.35	04/06/2021	008-008-5-430-00
	Check Total:	667.35		
Vendor: 2929	MUNICIPAL EMERGENCY SERVICES, INC.			Check Sequence: 96
IN1559728	EMS UNIFORM SUPPLIES	176.00	04/06/2021	401-401-5-440-00
	Check Total:	176.00		
Vendor: 20057	National Erectors & Builders, Inc.			Check Sequence: 97
1921	Optimist Field	160.00	04/06/2021	009-016-5-390-00
1923	wcc light repair	758.24	04/06/2021	009-016-5-390-00
1924	Krc lift rental	263.38	04/06/2021	009-009-5-340-00
	Check Total:	1,181.62		
Vendor: 3150	NATIONAL GOVERNMENT SERVICES, INC.			Check Sequence: 98
2020-07-06 0009	AMBULANCE REFUND	433.74	04/06/2021	401-401-5-390-25
	Check Total:	433.74		
Vendor: 3214	Daniel Neier			Check Sequence: 99
INV REIMB.	CDL RENEWAL REIMBURSEMENT	60.00	04/06/2021	201-202-5-390-00
	Check Total:	60.00		
Vendor: 5107	Northern Safety Co Inc			Check Sequence: 100
904331473	SINUS AND PAIN RELIEF	13.90	04/06/2021	101-101-5-440-00
	Check Total:	13.90		
Vendor: 1512	Northtown Auto & Tractor			Check Sequence: 101
7608-216746	Filters - Air, Oil, Fuel	81.43	04/06/2021	201-203-5-460-00
7608-216746	Filters - Air, Oil, Fuel	81.43	04/06/2021	301-303-5-460-00
7608-21680	Pigtail	7.18	04/06/2021	001-017-5-450-00
7608-216880	Switch Toggle, Mometary Off Switch	14.28	04/06/2021	001-017-5-450-00
7608-216911	LubeSpin On, Fuel Spin On, Fuel/Water Separator	30.51	04/06/2021	001-017-5-450-00
7608-216977	Strobe	181.98	04/06/2021	001-017-5-450-00
7608-217041	Equipment repair	148.56	04/06/2021	009-016-5-450-00
7608-217309	Cabin Air Filter	128.70	04/06/2021	001-017-5-450-00
	Check Total:	674.07		
Vendor: 3903	O'Reilly Automotive Inc.			Check Sequence: 102
0985-200090	B & Z TRCK -QTY 1 SYN5-20-5QT OIL, QTY 1 SYN5-20 1QT, FILTER	33.62	04/06/2021	001-013-5-360-10
0985-201315	TRL BRK CTRL, BRK HARNESS- FOR DODGE P/U	99.98	04/06/2021	001-013-5-460-00
	Check Total:	133.60		
Vendor: 1574	Pepsi			Check Sequence: 103
99667102	Soda, water, gatorade	377.51	04/06/2021	009-009-5-430-50
	Check Total:	377.51		
Vendor: 2677	PERSONAL PREFERENCE SERVICES			Check Sequence: 104
9651	MONTHLY CLEANING SERVICE	69.00	04/06/2021	111-111-5-380-00
	Check Total:	69.00		
Vendor: 5824	PIASECKI POLYGRAPH, LLC			Check Sequence: 105
POLY-FAULDS	POLYGRAPH FOR POLICE APPLICANT-FAULDS	200.00	04/06/2021	001-012-5-390-00
POLY-GROTFENDT	POLYGRAPH FOR NEW HIRE-M.GROTEFENDT	200.00	04/06/2021	001-012-5-390-00
	Check Total:	400.00		
Vendor: 2474	Plocher Construction Company, Inc.			Check Sequence: 106
18	HIGHLAND WATER RECLAMATION FACILITY IMPROVEMENTS	79,316.46	04/06/2021	301-304-5-550-00
	Check Total:	79,316.46		
Vendor: 366	Polydyne, Inc.			Check Sequence: 107
IS24484	Tote Clarifloc CE-1457 Polymer	6,522.80	04/06/2021	301-304-5-490-00
	Check Total:	6,522.80		
Vendor: 1773	Power Line Supply			Check Sequence: 108
56548142	J8814 Machine Bolt 5/8"X 14"	118.00	04/06/2021	101-104-5-430-00

56548233	J113 Washer Curved		165.00	04/06/2021	101-104-5-430-00
	Check Total:		283.00		
Vendor: 3354 22507	PRILL'S GARAGE 1544 STATE INSPECTION		39.00	04/06/2021	Check Sequence: 109 401-401-5-360-10
	Check Total:		39.00		
Vendor: 2693 935508302077	Productivity Plus Account KUBOTA EQUIPMENT REPAIR- MIDWEST TRACTOR SALES INV 63503B		3,201.07	04/06/2021	Check Sequence: 110 009-016-5-360-00
	Check Total:		3,201.07		
Vendor: 5409 254771	PUBLIC AGENCY TRAINING COUNCIL FIRST LINE SUPERVISION -B. MCCLENAHAN		350.00	04/06/2021	Check Sequence: 111 001-012-5-240-00
	Check Total:		350.00		
Vendor: 4859 GARY PUGH	Gary Pugh REIMBURSEMENT - SUPERVISOR TRAINING - 138 MILES X \$0.56		77.28	04/06/2021	Check Sequence: 112 201-202-5-240-00
	Check Total:		77.28		
Vendor: 20789 INV02933644 INV02988811	Quench USA, Inc water machine -February bill water machine -March bill		55.00 55.00	04/06/2021 04/06/2021	Check Sequence: 113 009-009-5-390-00 009-009-5-390-00
	Check Total:		110.00		
Vendor: 4211 2103-065518	R P Lumber Co Inc Trobaugh Bench		14.96	04/06/2021	Check Sequence: 114 009-016-5-430-00
	Check Total:		14.96		
Vendor: 1527 2094463-IN 2097364-IN	Ray O'Herron Co Inc UNIFORMS FOR B. SUTTON NEW GLOCK 19 SERIAL BSKX771		277.55 431.66	04/06/2021 04/06/2021	Check Sequence: 115 001-012-5-440-00 001-012-5-470-00
	Check Total:		709.21		
Vendor: 969 851621 851729 851859 851983 851984	Red E Mix LLC Outside winter service 4000 PSI Footing/Wall, Winter service, Small load charge Outside winter service 88PCCEP20, 1% NCA, Winter Service, Super P -Ticket 60130639 88PCCEP19, 2% Cal. Chl, Winter Serv., Sm. load feeTic.# 60130647		1,066.50 327.75 583.25 1,001.00 389.00	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 116 009-009-5-450-00 001-017-5-550-50 009-016-5-430-00 008-008-5-430-00 008-008-5-430-00
	Check Total:		3,367.50		
Vendor: 1238 2120390 2120391 2120410 2120492	Reding Tire & Battery Inc CAR 3, OIL,LUBE&FILTER/ROTATE CAR 6 OIL,LUBE AND FILTER CAR 4- OIL,LUBE AND FILTER FUEL CLEANER CAR 9 OIL, LUBE AND FILTER		29.45 29.45 52.74 29.45	04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 117 001-012-5-360-10 001-012-5-360-10 001-012-5-360-10 001-012-5-360-10
	Check Total:		141.09		
Vendor: 5791 113543	RELIAFUND HCS ACH PROCESSING FEES ACH PAID		136.00 136.00	04/06/2021	Check Sequence: 118 111-111-5-390-00
Vendor: 2224 287785 287785 287785 287785 287785 287785 287785 288255	ROBERT (BOB) SANDERS WASTE SYSTEMS, INC. KRC RECYCLING SERVICES COMMERCIAL & RESIDENTIAL TRASH SERVICES BZ RECYCLING SERVICES CITY HALL RECYCLING SERVICES PD RECYCLING SERVICES PW RECYCLING SERVICES TEMP DUMPSTER SERVICES 02/15/2021-03/11/2021		15.00 131,314.00 15.00 7.50 15.00 7.50 8,379.80	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 119 009-009-5-390-00 713-713-5-390-00 001-013-5-390-00 001-011-5-390-00 001-012-5-390-00 713-713-5-390-00 713-713-5-390-00
	Check Total:		139,753.80		
Vendor: 2581 34162716	Roland Machinery Company O Ring Swivel		7.78	04/06/2021	Check Sequence: 120 001-017-5-450-00
	Check Total:		7.78		
Vendor: 3514 590210 590210 590211 590211 590211	SANDBERG PHOENIX & VON GONTARD P.C. LEGAL FEES THROUGH FEBRUARY 2021 - LABOR AND EMPLOYMENT LEGAL FEES THROUGH FEBRUARY 2021 - LABOR AND EMPLOYMENT LEGAL FEES THROUGH FEBRUARY 2021 - JASON METTLER, ET AL LEGAL FEES THROUGH FEBRUARY 2021 - JASON METTLER, ET AL LEGAL FEES THROUGH FEBRUARY 2021 - JASON METTLER, ET AL		663.00 306.00 710.00 710.00 710.00	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 121 001-011-5-220-00 401-401-5-220-00 001-011-5-220-00 001-017-5-220-00 001-013-5-220-00
	Check Total:		3,099.00		
Vendor: 5355 34704	SCHMITT'S TROY GARAGE DOOR, INC. QTY 4- 234x2x44, 1155 CIRCUIT BOARD, SERVICE CALL- HCS DOOR MTN		769.20	04/06/2021	Check Sequence: 122 111-111-5-380-00
	Check Total:		769.20		

Vendor: 5760 SCHROEDER	JARED SCHROEDER JEANS FOR JARED SCHROEDER	45.20	04/06/2021	Check Sequence: 123 001-017-5-440-00
	Check Total:	45.20		
Vendor: 2313 219	SENTINEL EMERGENCY SOLUTIONS GRAND STANDARD ROPE BAGE YELLOW	162.00	04/06/2021	Check Sequence: 124 001-014-5-470-00
	Check Total:	162.00		
Vendor: 5693 03-09-2021 EMS	SILVESTER AUTO GLASS 2017 FORD F-450 WINDSHIELD	245.00	04/06/2021	Check Sequence: 125 401-401-5-360-00
	Check Total:	245.00		
Vendor: 1587 100502	Timothy Singler FINAL PLUMBING- 1515 27TH STREET	50.00	04/06/2021	Check Sequence: 126 001-013-5-390-82
	Check Total:	50.00		
Vendor: 1934 345112	Solomon Corporation Disposal of 3 contaminated transformers	1,163.40	04/06/2021	Check Sequence: 127 101-104-5-390-00
	Check Total:	1,163.40		
Vendor: 5768 1383	SPARLIN PLUMBING Dewinterizing service	376.23	04/06/2021	Check Sequence: 128 009-016-5-390-00
	Check Total:	376.23		
Vendor: 3408 51	Splish Splash Auto Bath LLC POLICE DEPT CAR WASHES	113.25	04/06/2021	Check Sequence: 129 001-012-5-390-00
	Check Total:	113.25		
Vendor: 5731 INV-005562 INV-005562 INV-005562 INV-005562	SPRINGBROOK HOLDING COMPANY LLC FEBRUARY CIVIC PAY TRANSACTION FEES FEBRUARY CIVIC PAY TRANSACTION FEES FEBRUARY CIVIC PAY TRANSACTION FEES FEBRUARY CIVIC PAY TRANSACTION FEES	470.80 1,177.00 470.80 235.40	04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 130 301-301-5-390-00 101-101-5-390-00 201-201-5-390-00 713-713-5-390-00
	Check Total:	2,354.00		
Vendor: 5729 17736	STUTZ EXCAVATING INC QTY 6 - CURB CASTINGS FURNISHED AND INSTALLED	1,170.00	04/06/2021	Check Sequence: 131 050-050-5-540-10
	Check Total:	1,170.00		
Vendor: 5151 2799185	SUMNER ONE, INC. copy machine maintenance wcc	48.00	04/06/2021	Check Sequence: 132 009-016-5-390-00
	Check Total:	48.00		
Vendor: 5715 00672736	T.R. MILLER MILL CO. INC. Class 3 40'	10,971.72	04/06/2021	Check Sequence: 133 101-104-5-540-10
	Check Total:	10,971.72		
Vendor: 47 N000069975	Tech Electronics Inc security system	81.00	04/06/2021	Check Sequence: 134 009-009-5-390-00
	Check Total:	81.00		
Vendor: 2028 255078 255079 255174	Teklab Inc HWRF Q 1 Sludge Sampling HWRF Q 1 Fecal Sludge Sampling Hydrant Samples	372.86 126.00 90.00	04/06/2021 04/06/2021 04/06/2021	Check Sequence: 135 301-304-5-390-23 301-304-5-390-23 201-202-5-390-23
	Check Total:	588.86		
Vendor: 5822 NEA182100862 NEA182101515	TELIA CARRIER TELIA ETHERNET VIRTUAL PRIVATE LINE TELIA ETHERNET VIRTUAL PRIVATE LINE	4,280.00 4,280.00	04/06/2021 04/06/2021	Check Sequence: 136 111-111-5-390-52 111-111-5-390-52
	Check Total:	8,560.00		
Vendor: 20368 129270	The Mail Box Store SHIPPING CHARGES	14.60	04/06/2021	Check Sequence: 137 111-111-5-320-00
	Check Total:	14.60		
Vendor: 74 26017 26017 26017 26017 26017	Third Millennium Assoc Inc UTILITY BILL RENDERING UTILITY BILL RENDERING UTILITY BILL RENDERING UTILITY BILL RENDERING UTILITY BILL RENDERING	281.17 281.17 187.44 843.49 281.16	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 138 201-201-5-390-00 713-713-5-390-00 001-011-5-390-00 101-101-5-390-00 301-301-5-390-00
	Check Total:	1,874.43		
Vendor: 1577 33177	Total Eclipse Inc. POLICE DECALS FOR NEW CAR 1	340.00	04/06/2021	Check Sequence: 139 001-012-5-390-00

480027178-0001	VERIZON WIRELESS CHARGES	205.01	04/06/2021	001-011-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	204.84	04/06/2021	111-111-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	84.92	04/06/2021	101-104-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	157.38	04/06/2021	101-101-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	36.01	04/06/2021	001-013-5-390-50
480027178-0001	VERIZON WIRELESS CHARGES	127.38	04/06/2021	001-013-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	42.46	04/06/2021	007-007-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	252.30	04/06/2021	401-401-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	36.01	04/06/2021	301-304-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	36.01	04/06/2021	111-111-5-390-50
480027178-0001	VERIZON WIRELESS CHARGES	36.01	04/06/2021	001-013-5-390-50
480027178-0001	VERIZON WIRELESS CHARGES	42.46	04/06/2021	201-201-5-310-00
480027178-0001	VERIZON WIRELESS CHARGES	216.34	04/06/2021	001-012-5-390-50
480027178-0001	VERIZON WIRELESS CHARGES	36.01	04/06/2021	001-013-5-390-50
480027178-0001	VERIZON WIRELESS CHARGES	25.32	04/06/2021	301-303-5-310-00
	Check Total:	3,754.45		
Vendor: 1866 PC4327	Vermeer Midwest PARTS	1,700.11	04/06/2021	Check Sequence: 149 101-104-5-450-00
	Check Total:	1,700.11		
Vendor: 1964 9115902821 9115903514	VUBIQUITY INC. JANUARY VIDEO CONTENT FEE FEBRUARY VIDEO CONTENT FEE	2,192.00 2,228.00	04/06/2021 04/06/2021	Check Sequence: 150 111-111-5-390-52 111-111-5-390-52
	Check Total:	4,420.00		
Vendor: 2145 0444530 0444530 0444530 0444530 0444530 0444530 0444530 0444530 0444530 0444530 0444530 0444530 0444530	Wal Mart Community/GEMB WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES WAL-MART OPERATING SUPPLIES	63.82 48.85 72.43 127.85 32.28 29.97 25.96 24.88 13.28 48.35 23.26 24.91	04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021 04/06/2021	Check Sequence: 151 009-016-5-460-00 101-101-5-410-00 301-304-5-430-00 009-009-5-410-00 009-016-5-430-00 201-203-5-430-00 009-009-5-450-00 009-009-5-430-00 009-016-5-450-00 401-401-5-430-00 009-009-5-430-50 301-304-5-450-00
	Check Total:	535.84		
Vendor: 5093 41473	Water Solutions Unlimited WSU 358 - Phosphate	1,500.00	04/06/2021	Check Sequence: 152 201-202-5-490-00
	Check Total:	1,500.00		
Vendor: 4979 1048217 1048217 1050495	Watts Copy Systems Inc. COPIER LEASE - LANA'S COPIER COPIER LEASE - LANA'S COPIER COPIER LEASE/USAGE FOR BOTH COPIERS IN CITY HALL BACK OFFICE	62.21 62.22 688.61	04/06/2021 04/06/2021 04/06/2021	Check Sequence: 153 001-011-5-340-00 111-111-5-340-00 001-011-5-340-00
	Check Total:	813.04		
Vendor: 3152 5014100835	WELLS FARGO VENDOR FIN SERV Ricoh Copier IM C3500 - PWA	197.96	04/06/2021	Check Sequence: 154 301-301-5-340-00
	Check Total:	197.96		
Vendor: 20202 37879*	Wilke Truck Service, Inc. ROCK FOR NEW PSB 3/17	281.19	04/06/2021	Check Sequence: 155 012-012-5-530-00
	Check Total:	281.19		
Vendor: 2219 29568 29586 5	Wissehr Electrical Contractors Inc ServiceCall for US 40 & TroxlerAve./Iberg Rd.Work Request# C4320 Service Call for signals at IL 143 & Northown shopping center US 40 / HEMLOCK SIGNALS PW -18-17	150.01 248.24 37,007.26	04/06/2021 04/06/2021 04/06/2021	Check Sequence: 156 001-017-5-390-00 001-017-5-390-00 050-050-5-540-10
	Check Total:	37,405.51		
Vendor: 2230 01-22454 01-22491	Woody's Municipal Supply SNO-Rubber Tire, parts New Snow Plow Wheel Kit	319.66 1,250.00	04/06/2021 04/06/2021	Check Sequence: 157 001-017-5-430-00 001-017-5-470-00
	Check Total:	1,569.66		
Vendor: 2311 1365447	ZirMed INC. MONTHLY PROFESSIONAL CLAIMS MANAGMENT FEE/REMIT ADVICE FEE	136.71	04/06/2021	Check Sequence: 158 401-401-5-390-00
	Check Total:	136.71		
Vendor: 172 MARCH	Duane E. Zobrist MARCH SIGN RENTAL - RT 143 BY BUSY BANK	110.00	04/06/2021	Check Sequence: 159 111-111-5-390-33
	Check Total:	110.00		
Vendor: 4499 21031 CRAR-0121-0004	Zobrist Electric Inc 2 INSPECTIONS- 15 SILVER FOX CT, 2614 POPLAR 1010 LAUREL ST - FINAL ELECTRICAL INSPECTION	250.00 125.00	04/06/2021 04/06/2021	Check Sequence: 160 001-013-5-390-81 001-013-5-390-81

CRAR-1220-0002 1000 ZSCHOKKE ST - FINAL ELECTRICAL INSPECTION 125.00 04/06/2021 001-013-5-390-81

Check Total: 500.00

Total for Check Run: 944,631.46

Invoice No	Amount	Payment Date	Description	Check Number	Date	Acct Number
Vendor: 5252 USAC BILLING & DISBURSEMENT						
				ACH PAID	04/01/2021	
UBDI0001186414	4,983.91	04/01/2021	SUPPORT MECHANISM CHARGES/ADJUSTMENT 2020 499A			111-111-5-390-51
Total for Check	4,983.91					
Total for 5252	4,983.91					
Vendor: 5803 CHARLES J BECHERER						
				ACH PAID	04/06/2021	
APRIL52021	5,000.00	04/06/2021	INTERIM CHIEF OF POLICE PER CONTRACT			001-012-5-390-00
Total for Check	5,000.00					
Total for 5803	5,000.00					
Vendor: 5253 INTERSTATE TRS FUND						
				ACH PAID	03/19/2021	
83201460028	396.74	03/19/2021	2021 OBLIGATION FOR PAYMENT 9 OF 12 (514B & 514A)			111-111-5-390-51
Total for Check	396.74					
Total for 5253	396.74					
Vendor: 5788 CARDBOARD MERCHANT SERVICES						
				ACH PAID	03/31/2021	
MARCH2021	105.97	03/31/2021	MARCH CREDIT CARD FEES			101-000-4-371-20
MARCH2021	58.45	03/31/2021	MARCH CREDIT CARD FEES			001-013-5-390-00
MARCH2021	350.56	03/31/2021	MARCH CREDIT CARD FEES			401-000-4-371-20
MARCH2021	1,322.80	03/31/2021	MARCH CREDIT CARD FEES			111-111-5-390-00
MARCH2021	475.68	03/31/2021	MARCH CREDIT CARD FEES			009-009-4-371-20
Total for Check	2,313.46					
Total for 5788	2,313.46					
Vendor: 5789 MERCHANT TRANSACT						
				ACH PAID	03/31/2021	
MARCH2021	6,550.02	03/31/2021	WEB PROCESSING FEES			101-000-4-371-20
Total for Check	6,550.02					
Total for 5789	6,550.02					
Vendor: 5790 US POSTAL SERVICE						
				ACH PAID	03/31/2021	
MARCH2021	2,554.05	03/31/2021	MARCH UTILITY BILLING POSTAL CHARES			001-011-5-320-00
Total for Check	2,554.05					
Total for 5790	2,554.05					
Vendor: 1059 IMEA						
FEBRUARY2021						Check Sequence: 1
FEBRUARY2021				-76,817.77	03/17/2021	101-000-4-346-41
FEBRUARY2021				-46,136.01	03/17/2021	101-000-4-346-42
FEBRUARY2021				864,500.70	03/17/2021	101-102-5-390-20
				ACH PAID		
				741,546.92		
Vendor: 20212 MORROW BROTHERS FORD INC						
14294						Check Sequence: 1
						101-000-4-346-41
				35,555.00	03/15/2021	001-012-5-530-00
				CHECK # 4467		
				35,555.00		
TOTAL:		798,900.10				
GRAND TOTAL:		\$ 1,743,531.56				