

CITY OF HIGHWOOD
REGULAR MEETING OF THE CITY COUNCIL
CITY COUNCIL CHAMBERS
Tuesday May 04, 2021 at 7:30 P.M.

AGENDA

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Newly Elected Officials-Oath of Office
 - 3.1. Mayor - Charles Pecaro - 4 Year Term
 - 3.2. Alderman - Eric Falberg - 4 Year Term
 - 3.3. Alderman - James Levi - 4 Year Term
 - 3.4. Alderman -James Hospodarsky - 4 Year Term
4. Review of Minutes to be Approved
 - 4.1. City Council: April 20, 2021
 - 4.2. Committee of the Whole: April 20, 2021
5. Appointments (Mayor Pecaro)
6. Approval of Warrant List:
 - 6.1. 05/04/2021 AP Warrant List
7. Public Input Items Not on Agenda
8. Mayor's Report
9. Committee Reports
10. Treasurer's Report
11. Clerk's Report

ACTION ITEMS

12. Unfinished Business
13. New Business

- 13.1 Consideration of an Ordinance Amending Section 7-5-13 C 'Posted Parking Zones' to Implement 15 Minute Parking Restrictions on the West Side of Green Bay Road.
- 13.2 Consideration of a Motion Authorizing the City Manager to Execute an Agreement with Christopher B. Burke Engineering Ltd to Complete Engineering for the 2022 Capital Projects in an Amount Not to Exceed \$30,230.
- 13.3 Consideration of an Ordinance Amending the Intergovernmental Agreement Establishing the Solid Waste Agency of Lake County, Illinois.

14. Executive Session (If Necessary)

15. Any Action Necessary Coming Out of Executive Session

16. Adjournment

CITY OF HIGHWOOD
REGULAR MEETING OF THE CITY COUNCIL
CITY COUNCIL CHAMBERS
Tuesday April 20, 2021 at 7:30 P.M.

AGENDA MINUTES

CALL TO ORDER by Mayor Pecaro at 7:38 P.M.

1. Roll Call

Present: Aldermen Levi, Falberg, Fiore, Peterson and Hospodarsky.

Absent: Alderman Slavin

Also Present: City Manager Coren, City Attorney Jablecki and Administrative Assistant Litjens.

2. Pledge of Allegiance

All present recited the Pledge of Allegiance.

3. Review of Minutes to be Approved

3.1. Moved by Alderman Hospodarsky and seconded by Alderman Peterson to approve the minutes for City Council: April 07, 2021 as amended for item 12.1. All present voting aye, by voice vote, motion carried.

3.2. Moved by Alderman Levi and seconded by Alderman Falberg to approve the minutes for Committee of the Whole: April 07, 2021 as presented. All present voting aye, by voice vote, motion carried.

4. Appointments (Mayor Pecaro)

5. Approval of Warrant List:

5.1. Moved by Alderman Falberg and seconded by Alderman Levi to approve the 04/20/2021 AP Warrant List for payment. All present voting aye, by roll call vote, motion carried.

6. Public Input Items Not on Agenda

7. Mayor's Report

8. Committee Reports

9. Treasurer's Report

10. Clerk's Report

ACTION ITEMS

11. Unfinished Business

12. New Business

- 12.1. Moved by Alderman Falberg and seconded by Alderman Hospodarsky to approve a Resolution Approving an ARC Application for Awning and Signage for Toffee Traditions, Located at 323 Waukegan Avenue. All present voting aye, by voice vote, motion carried.
- 12.2. Moved by Alderman Falberg and seconded by Alderman Peterson to approve an Ordinance Amending 4-1-7: Classification of Licenses in the Highwood City Code to Eliminate a Class D Liquor License. All present voting aye, by roll call vote, motion carried.
13. **Executive Session** (If Necessary)
14. **Any Action Necessary Coming Out of Executive Session**
15. **Adjournment** moved by Alderman Hospodarsky and seconded by Alderman Peterson to adjourn the meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro adjourned the meeting at 7:41 P.M.

CITY OF HIGHWOOD
COMMITTEE OF THE WHOLE MEETING
CITY COUNCIL CHAMBERS
Tuesday April 20, 2021 at 6:00 P.M.

AGENDA MINUTES

CALL TO ORDER by Mayor Pecaro at 6:08 P.M.

1. Roll Call

Present: Aldermen Falberg, Fiore, Peterson and Hospodarsky

Late Arrival: Alderman Levi at 6:41 P.M.

Absent: Alderman Slavin

Also Present: City Manager Coren, City Attorney Jablecki and Administrative Assistant Litjens

2. Public Hearing

3. Review of Minutes to be Approved

3.1. City Council: April 07, 2021

The minutes will be approved as amended for item 12.1 at the Regular City Council Meeting.

3.2. Committee of the Whole: April 07, 2021

The minutes will be approved at the Regular City Council Meeting.

4. Appointments (Mayor Pecaro)

5. Review of Bill Warrant List

5.1. 04/20/2021 AP Warrant List

The Warrant List will be approved as presented at the Regular City Council Meeting.

6. Unfinished Business

7. New Business

7.1 Consideration of a Resolution Approving an ARC Application for Awning and Signage for Toffee Traditions, Located at 323 Waukegan Avenue.
This will be approved as presented at the Regular City Council Meeting.

7.2 Consideration of an Ordinance Amending 4-1-7: Classification of Licenses in the Highwood City Code to Eliminate a Class D Liquor License.
This will be approved at the Regular City Council Meeting.

7.3 A Presentation by Lee Fell of Christopher Burke Engineering on the Updated Capital Improvement Plan.
Lee Fell presented the newly updated plan.

7.4 A Discussion on the FYE 2022 Draft Budget.
City Manager Coren gave an overview of the FYE 2022 Draft Budget.

7.5 A Discussion on Various Parking Requests Around the Green Bay Road and Highwood Avenue Intersection.
Brittany Barth of Slyce Coal Fired Pizza and Ben Glazer of Washington Gardens shared their requests for parking.

8. Executive Session (If Necessary)

9. Any Action Necessary Coming Out of Executive Session

10. Adjournment

HIGHWOOD - AP WARRANT LIST

MAY 04, 2021

List #299

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
AMALGAMATED BANK OF CHICAGO					
	Invoice: 06012021	REFUNDING BONDS SERIES 2020 51-00-740 INTEREST EXPENSE	06/01/21 \$40,050.00	06/01/21	\$40,050.00
	Invoice: 06012021-2015	BONDS SERIES 2015 40-00-720 BOND INTEREST	06/01/21 \$27,277.50	06/01/21	\$27,277.50
Vendor Total for: AMALGAMATED BANK OF CHICAGO			(Fiscal YTD Payments: \$872,430.76)		\$67,327.50
AZAVAR AUDIT					
	Invoice: 153109	GAS AUDITS 01-11-573 MISC. CONTRACT SE	04/22/21 \$36.18	04/22/21	\$36.18
	Invoice: 153110	TELECOM AUDITS 01-11-573 MISC. CONTRACT SE	04/22/21 \$23.56	04/22/21	\$23.56
Vendor Total for: AZAVAR AUDIT			(Fiscal YTD Payments: \$15,072.35)		\$59.74
BEAVER'S					
	Invoice: 04052021	TREE REMOVAL LYSTER/FT. SHERIDAN 01-41-915 FORESTRY	04/05/21 \$1,200.00	04/05/21	\$1,200.00
Vendor Total for: BEAVER'S			(Fiscal YTD Payments: \$17,800.00)		\$1,200.00
BEE CONSULTING & COMPUTER SYSTEMS					
	Invoice: 2021-13	5/01/2021 - 04/30/2022 01-21-561 DUES	04/15/21 \$900.00	04/15/21	\$900.00
Vendor Total for: BEE CONSULTING & COMPUTER SYSTEMS			(Fiscal YTD Payments: \$900.00)		\$900.00
BURRIS EQUIPMENT					
	Invoice: SW1002568-1	STEINER 440 01-41-512 REP & MAINT - EQU	04/24/21 \$1,308.77	04/24/21	\$1,308.77
Vendor Total for: BURRIS EQUIPMENT			(Fiscal YTD Payments: \$13,273.32)		\$1,308.77
CHRIS CIZEK					
	Invoice: 04242021	WATER PLANT REPAIR REIMBURSEMENT 51-00-652 OPERATING SUPPLIE	04/24/21 \$249.48	04/24/21	\$249.48
Vendor Total for: CHRIS CIZEK			(Fiscal YTD Payments: \$125.00)		\$249.48
CHRISTOPHER B. BURKE ENGINEERING, LTD.					
	Invoice: 165640	PAVEMENT MGMT REPORT UPDATE	04/28/21	04/28/21	\$3,073.20

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 165641	01-41-535 ENGINEERING FEES HIGHWOOD WATER TOWER	\$3,073.20 04/28/21	04/28/21	\$1,478.50
	Invoice: 165642	51-00-532 ENGINEERING 546 GBR SITE INSP & REVIEW	\$1,478.50 04/28/21	04/28/21	\$532.00
	Invoice: 165643	78-00-259.96 546 GBR PUD 440 GBR CIVIL DRAWINGS	\$532.00 04/28/21	04/28/21	\$1,216.00
		78-00-259.97 440 Green Bay Roa	\$1,216.00		
Vendor Total for: CHRISTOPHER B. BURKE ENGINEERING, LTD.			(Fiscal YTD Payments: \$44,749.02)		\$6,299.70
CITY OF HIGHLAND PARK					
	Invoice: 3640	GIS SERVICES 01-41-548 OTHER PROFESSIONA	04/12/21 \$1,702.99	04/12/21	\$1,702.99
	Invoice: 3747	WATER ANALYSIS 51-00-518 WATER ANALYSIS	04/21/21 \$360.00	04/21/21	\$360.00
Vendor Total for: CITY OF HIGHLAND PARK			(Fiscal YTD Payments: \$650,340.07)		\$2,062.99
CITY OF LAKE FOREST					
	Invoice: 0004254862	MARCH 2021 51-00-599 MISC CONTRACT SER	04/08/21 \$5,964.00	04/08/21	\$5,964.00
Vendor Total for: CITY OF LAKE FOREST			(Fiscal YTD Payments: \$59,202.00)		\$5,964.00
CIZEK CONSULTING					
	Invoice: 130	4/2-5/2/2021 51-00-599 MISC CONTRACT SER	04/30/21 \$2,880.00	04/30/21	\$2,880.00
Vendor Total for: CIZEK CONSULTING			(Fiscal YTD Payments: \$37,440.00)		\$2,880.00
COMCAST BUSINESS					
	Invoice: 04052021-3781	17 HIGHWOOD AVENUE 01-11-571 UTILITIES	04/05/21 \$198.20	04/05/21	\$198.20
Vendor Total for: COMCAST BUSINESS			(Fiscal YTD Payments: \$10,053.50)		\$198.20
COMED					
	Invoice: 04012021-0026	WASHINGTON/SHERIDAN 01-41-571 UTILITIES	04/01/21 \$15.69	04/01/21	\$15.69
	Invoice: 041521-4012	WAUKEGAN/CLAY 01-41-571 UTILITIES	04/15/21 \$4,067.02	04/15/21	\$4,067.02
Vendor Total for: COMED			(Fiscal YTD Payments: \$78,483.37)		\$4,082.71

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
CONSTELLATION ENERGY SVCS (INTEGRYS)					
	Invoice: 3169369	4 WALKER/432 GREEN BAY 2 MONTHS 51-00-571 UTILITIES 01-51-571 UTILITIES	04/21/21 \$1,118.16 \$1,817.09	04/21/21	\$2,935.25
Vendor Total for: CONSTELLATION ENERGY SVCS (INTEGRYS)			(Fiscal YTD Payments: \$8,366.32)		\$2,935.25
DEMUTH, INC.					
	Invoice: V-2035	120/122 HIGH STREET 51-00-521 LEAK DETECTIONS-W	04/01/21 \$600.00	04/01/21	\$600.00
	Invoice: V-2040	LAKEVIEW AVENUE 51-00-516 REPAIR & MAINT HY	04/01/21 \$700.00	04/01/21	\$700.00
	Invoice: V-2051	SHERIDAN ROAD 51-00-516 REPAIR & MAINT HY	04/20/21 \$4,000.00	04/20/21	\$4,000.00
	Invoice: V-2053	MORGAN PLACE 51-00-516 REPAIR & MAINT HY	04/20/21 \$2,000.00	04/20/21	\$2,000.00
	Invoice: V-2055	HIGH STREET 51-00-516 REPAIR & MAINT HY	04/22/21 \$2,000.00	04/22/21	\$2,000.00
Vendor Total for: DEMUTH, INC.			(Fiscal YTD Payments: \$128,810.00)		\$9,300.00
DIAMBRI & CARAVELLO					
	Invoice: 32584	DUI PROSECUTIONS 01-14-533.5 CITY PROSECUTOR -	04/08/21 \$330.00	04/08/21	\$330.00
	Invoice: 32585	MONTHLY PROSECUTIONS 01-14-533.5 CITY PROSECUTOR -	04/08/21 \$882.50	04/08/21	\$882.50
Vendor Total for: DIAMBRI & CARAVELLO			(Fiscal YTD Payments: \$12,127.50)		\$1,212.50
DUPAGE FEDERATION					
	Invoice: 6817	TRANSLATION SERVICES 01-11-573 MISC. CONTRACT SE	04/12/21 \$1,131.65	04/12/21	\$1,131.65
Vendor Total for: DUPAGE FEDERATION			(Fiscal YTD Payments: \$0.00)		\$1,131.65
FEDEX					
	Invoice: 3-367-45396	EVERTS PARK 01-11-551 POSTAGE	04/22/21 \$20.96	04/22/21	\$20.96
	Invoice: 7-332-15243	BUILDING DEPT 01-44-551 POSTAGE	04/07/21 \$9.18	04/07/21	\$9.18
	Invoice: 7-332-15244	ADMIN 01-11-551 POSTAGE	04/07/21 \$47.45	04/07/21	\$47.45

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
(FEDEX Cont'd)					
	Invoice: 7-339-27674	BUILDING DEPT 01-44-551 POSTAGE	04/14/21 \$27.58	04/14/21	\$27.58
	Invoice: 7-346-86289	BUILDING DEPARTMENT 01-44-551 POSTAGE	04/21/21 \$9.22	04/21/21	\$9.22
Vendor Total for: FEDEX			(Fiscal YTD Payments: \$776.86)		\$114.39
GUARDIAN					
	Invoice: 042221	MAY 2021 01-00-218.02 DENTAL INS WH PAY	04/22/21 \$844.63	04/22/21	\$844.63
Vendor Total for: GUARDIAN			(Fiscal YTD Payments: \$10,345.78)		\$844.63
GW & ASSOCIATES, PC					
	Invoice: 2104183	MARCH 2021 01-11-531.1 ACCOUNTING 51-00-531.1 ACCOUNTING 53-00-531.1 ACCOUNTING SERVIC	04/15/21 \$4,550.00 \$2,100.00 \$350.00	04/15/21	\$7,000.00
Vendor Total for: GW & ASSOCIATES, PC			(Fiscal YTD Payments: \$84,000.00)		\$7,000.00
HIGHLAND PARK FORD LINCOLN SUPER STORE					
	Invoice: 136388	POLICE DEPARTMENT 01-21-513 REP & MAINT - VEH	03/11/21 \$58.36	03/11/21	\$58.36
Vendor Total for: HIGHLAND PARK FORD LINCOLN SUPER STORE			(Fiscal YTD Payments: \$5,666.90)		\$58.36
ICMA					
	Invoice: 05012021	ANNUAL MEMBERSHIP 01-11-561 DUES	05/01/21 \$1,240.00	05/01/21	\$1,240.00
Vendor Total for: ICMA			(Fiscal YTD Payments: \$1,960.00)		\$1,240.00
ILLINOIS PUBLIC RISK FUND					
	Invoice: 70180	JUNE 2021 01-51-465 WORKERS COMP INS 01-44-465 WORKERS COMP INS 01-11-465 WORKERS COMP INS 01-21-465 WORKERS COMP INS 51-00-454 WORKER'S COMP INS	04/13/21 \$222.78 \$338.60 \$137.18 \$4,812.73 \$1,150.12	04/13/21	\$8,165.00

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-41-465 WORKERS COMP INS	\$1,503.59		
Vendor Total for: ILLINOIS PUBLIC RISK FUND		(Fiscal YTD Payments: \$91,737.00)			\$8,165.00
ILLINOIS TOLLWAY					
	Invoice: G129000003623	IL AM37941 01-21-573 MISC. SERVICE CON	04/07/21 \$8.13	04/07/21	\$8.13
	Invoice: G129000003713	IL M188407 01-11-573 MISC. CONTRACT SE	04/07/21 \$3.70	04/07/21	\$3.70
Vendor Total for: ILLINOIS TOLLWAY		(Fiscal YTD Payments: \$58.55)			\$11.83
INTEGRAL CONSTRUCTION INC					
	Invoice: 04162021	EVERTS PARK PAYMENT 3 33-00-864 PARKS & REC CAPIT	04/16/21 \$259,591.00	04/16/21	\$259,591.00
Vendor Total for: INTEGRAL CONSTRUCTION INC		(Fiscal YTD Payments: \$55,973.00)			\$259,591.00
JACK HARDING					
	Invoice: 05012021	INS OPT OUT 01-41-451 HEALTH INSURANCE	05/01/21 \$2,000.00	05/01/21	\$2,000.00
Vendor Total for: JACK HARDING		(Fiscal YTD Payments: \$2,000.00)			\$2,000.00
JAIME LITJENS					
	Invoice: INV82578022	ZOOM 4/26-5/25/2021 01-11-561 DUES	04/26/21 \$14.99	04/26/21	\$14.99
Vendor Total for: JAIME LITJENS		(Fiscal YTD Payments: \$2,164.89)			\$14.99
KANE, MC KENNA & ASSOC., INC.					
	Invoice: 17810	TIF AMENDMENT PROJECT 37-00-555 PROJECT MANAGEMEN	03/31/21 \$9,652.50	03/31/21	\$9,652.50
Vendor Total for: KANE, MC KENNA & ASSOC., INC.		(Fiscal YTD Payments: \$11,812.50)			\$9,652.50
KEYTH SECURITY					
	Invoice: 724674	CITY HALL FIRE MONIT 5/1/21-4/30/22 01-11-573 MISC. CONTRACT SE	04/01/21 \$360.00	04/01/21	\$360.00
	Invoice: 724675	HWD METRA FIRE MON 5/1/21-4/30/22 01-11-573 MISC. CONTRACT SE	04/01/21 \$360.00	04/01/21	\$360.00

HIGHWOOD - AP WARRANT LIST

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
(KEYTH SECURITY Cont'd)					
	Invoice: 724676	HWD REC CTR FIRE MON 5/1/21-4/30/22 01-11-573 MISC. CONTRACT SE	04/01/21 \$360.00	04/01/21	\$360.00
	Invoice: 724677	PUB WKS FIRE MONIT. 5/1/20-4/30/22 01-11-573 MISC. CONTRACT SE	04/01/21 \$360.00	04/01/21	\$360.00
Vendor Total for: KEYTH SECURITY		(Fiscal YTD Payments: \$2,723.35)			\$1,440.00
KIESLER'S POLICE SUPPLY, INC.					
	Invoice: IN164004	POLICE DEPARTMENT 01-21-652 OPERATING SUPPLIE	04/15/21 \$761.60	04/15/21	\$761.60
Vendor Total for: KIESLER'S POLICE SUPPLY, INC.		(Fiscal YTD Payments: \$0.00)			\$761.60
KLEIN, THORPE, AND JENKINS, LTD.					
	Invoice: 216811	TIF REDEVELOPMENT MATTERS 78-00-260.02 406 GBR- PARANTON	03/31/21 \$9.00	03/31/21	\$9.00
	Invoice: 216813	406,414 GBR 118/122 NORTH AVE 78-00-260.02 406 GBR- PARANTON	03/31/21 \$1,792.52	03/31/21	\$1,792.52
Vendor Total for: KLEIN, THORPE, AND JENKINS, LTD.		(Fiscal YTD Payments: \$102,826.85)			\$1,801.52
MENONI & MOCOJNI					
	Invoice: 1421577	PUBLIC WORKS 01-41-652 OPERATING SUPPLIE	04/23/21 \$133.00	04/23/21	\$133.00
	Invoice: 1421800	PUBLIC WORKS 01-41-652 OPERATING SUPPLIE	04/24/21 \$133.25	04/24/21	\$133.25
	Invoice: 1422550	REC CENTER 01-51-515 PARK MAINTENANCE	04/28/21 \$379.00	04/28/21	\$379.00
Vendor Total for: MENONI & MOCOJNI		(Fiscal YTD Payments: \$6,525.70)			\$645.25
MUTUAL SERVICES OF HIGHLAND PARK					
	Invoice: 604050	REC CENTER 01-51-515 PARK MAINTENANCE	04/15/21 \$12.99	04/15/21	\$12.99
	Invoice: 604229	REC CENTER 01-51-515 PARK MAINTENANCE	04/20/21 \$211.35	04/20/21	\$211.35
	Invoice: 604594	REC CENTER 01-51-515 PARK MAINTENANCE	04/28/21 \$8.71	04/28/21	\$8.71
Vendor Total for: MUTUAL SERVICES OF HIGHLAND PARK		(Fiscal YTD Payments: \$1,792.84)			\$233.05

HIGHWOOD - AP WARRANT LIST

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
NORTH SHORE WATER RECLAMATION DIST.					
	Invoice: 4507974	122 NORTH AVE 10/10/20-2/10/21 01-41-571 UTILITIES	04/17/21 \$73.26	04/17/21	\$73.26
	Invoice: 4508785	17 HIGHWOOD AVENUE 01-11-571 UTILITIES 01-21-571 UTILITIES	04/17/21 \$9.16 \$9.16	04/17/21	\$18.32
	Invoice: 4508786	432 GREEN BAY ROAD 01-51-571 UTILITIES	04/17/21 \$87.51	04/17/21	\$87.51
	Invoice: 4508788	445 BANK LANE 01-41-571 UTILITIES	04/17/21 \$32.56	04/17/21	\$32.56
Vendor Total for: NORTH SHORE WATER RECLAMATION DIST.			(Fiscal YTD Payments: \$761.12)		\$211.65
NORTHERN ILLINOIS POLICE ALARM SYSTEM					
	Invoice: 13725	05/01/2021-04/30/2022 01-21-561 DUES	05/01/21 \$400.00	05/01/21	\$400.00
Vendor Total for: NORTHERN ILLINOIS POLICE ALARM SYSTEM			(Fiscal YTD Payments: \$400.00)		\$400.00
NOTARY PUBLIC ASSOC. OF ILLINOIS					
	Invoice: 05012021	NOTARY STAMP 01-11-652 OPERATING SUPPLIE	05/01/21 \$21.85	05/01/21	\$21.85
Vendor Total for: NOTARY PUBLIC ASSOC. OF ILLINOIS			(Fiscal YTD Payments: \$.00)		\$21.85
PDC LABORATORIES					
	Invoice: I9460649	WATER ANALYSIS 51-00-518 WATER ANALYSIS	04/20/21 \$55.00	04/20/21	\$55.00
	Invoice: I9461409	WATER ANALYSIS 51-00-518 WATER ANALYSIS	04/26/21 \$17.50	04/26/21	\$17.50
Vendor Total for: PDC LABORATORIES			(Fiscal YTD Payments: \$2,623.50)		\$72.50
PELLEGRINO TOSI					
	Invoice: 1861	MAY 2021 ADA GAS ALLOWANCE 01-51-472 AUTOMOBILE ALLOWA	05/01/21 \$50.00	05/01/21	\$50.00
Vendor Total for: PELLEGRINO TOSI			(Fiscal YTD Payments: \$649.00)		\$50.00
PETER J. SIROTTI					
	Invoice: 05012021	INS OPT OUT	05/01/21	05/01/21	\$2,000.00

HIGHWOOD - AP WARRANT LIST

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-21-451 HEALTH INSURANCE	\$2,000.00		
Vendor Total for: PETER J. SIROTTI		(Fiscal YTD Payments: \$2,038.80)			\$2,000.00
PINNER ELECTRIC, INCORPORATED					
	Invoice: 18054	MARCH 2021 01-41-516 REP & MAINT - STR	03/28/21 \$1,150.00	03/28/21	\$1,150.00
Vendor Total for: PINNER ELECTRIC, INCORPORATED		(Fiscal YTD Payments: \$40,220.38)			\$1,150.00
PLATINUM SYSTEMS					
	Invoice: K-144709	ADMIN/WATER 01-11-537 COMPUTER SUPPORT	03/31/21 \$1,470.00	03/31/21	\$1,470.00
	Invoice: K-144722	POLICE DEPARTMENT 01-11-537 COMPUTER SUPPORT	03/31/21 \$446.25	03/31/21	\$446.25
Vendor Total for: PLATINUM SYSTEMS		(Fiscal YTD Payments: \$26,026.96)			\$1,916.25
RIPPLE PUBLIC RELATIONS					
	Invoice: 042021	APRIL 2021 01-11-573 MISC. CONTRACT SE	04/01/21 \$500.00	04/01/21	\$500.00
Vendor Total for: RIPPLE PUBLIC RELATIONS		(Fiscal YTD Payments: \$9,000.00)			\$500.00
ROBERT BLOMQUIST					
	Invoice: 05012021	INS OPT OUT 01-21-451 HEALTH INSURANCE	05/01/21 \$2,000.00	05/01/21	\$2,000.00
Vendor Total for: ROBERT BLOMQUIST		(Fiscal YTD Payments: \$620.13)			\$2,000.00
ROBERT CAVAIANI					
	Invoice: 05012021	INS OPT OUT 01-21-451 HEALTH INSURANCE	05/01/21 \$2,000.00	05/01/21	\$2,000.00
Vendor Total for: ROBERT CAVAIANI		(Fiscal YTD Payments: \$2,000.00)			\$2,000.00
RYAN OGANOVICH					
	Invoice: 05012021	INS OPT OUT 01-21-451 HEALTH INSURANCE	05/01/21 \$2,000.00	05/01/21	\$2,000.00
Vendor Total for: RYAN OGANOVICH		(Fiscal YTD Payments: \$2,000.00)			\$2,000.00

HIGHWOOD - AP WARRANT LIST

MAY 04, 2021

List #299

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
SE-INC.					
	Invoice: 21-29707	MEDICAL KIT & DRUG DROP BOX INSTALL 01-21-573 MISC. SERVICE CON	04/09/21 \$316.00	04/09/21	\$316.00
Vendor Total for: SE-INC.			(Fiscal YTD Payments: \$233,364.60)		\$316.00
SELECTIVE INSURANCE CO OF AMERICA					
	Invoice: 04162021-1479	GENERAL LIABILITY MAY 2021 01-51-592 LIABILITY INSURAN 01-44-592 LIABILITY INSURAN 01-11-592 LIABILITY INSURAN 01-21-592 LIABILITY INSURAN 01-41-592 LIABILITY INSURAN	04/16/21 \$699.22 \$411.05 \$1,398.44 \$3,408.32 \$1,396.97	04/16/21	\$7,314.00
Vendor Total for: SELECTIVE INSURANCE CO OF AMERICA			(Fiscal YTD Payments: \$97,290.42)		\$7,314.00
SIRCHIE FINGER PRINT LABORATORIES					
	Invoice: 0492212-IN	POLICE DEPARTMENT 01-21-652 OPERATING SUPPLIE	04/20/21 \$290.75	04/20/21	\$290.75
Vendor Total for: SIRCHIE FINGER PRINT LABORATORIES			(Fiscal YTD Payments: \$196.80)		\$290.75
SOIL AND MATERIAL CONSULTANTS, INC.					
	Invoice: 46215	EVERTS PARK 33-00-864 PARKS & REC CAPIT	03/31/21 \$572.00	03/31/21	\$572.00
Vendor Total for: SOIL AND MATERIAL CONSULTANTS, INC.			(Fiscal YTD Payments: \$3,048.00)		\$572.00
STAPLES OFFICE SUPPLY					
	Invoice: 15710	ADMIN 01-11-651 OFFICE SUPPLIES	04/07/21 \$89.60	04/07/21	\$89.60
Vendor Total for: STAPLES OFFICE SUPPLY			(Fiscal YTD Payments: \$1,562.63)		\$89.60
STERLING CODIFIERS/AMERICAN LEGAL					
	Invoice: 7813	SUPPLEMENT EDITING 01-11-573 MISC. CONTRACT SE	04/21/21 \$1,839.00	04/21/21	\$1,839.00
Vendor Total for: STERLING CODIFIERS/AMERICAN LEGAL			(Fiscal YTD Payments: \$500.00)		\$1,839.00
SYNCB/AMAZON					
	Invoice: 564396735595	ADMIN	03/30/21	03/30/21	\$13.97

HIGHWOOD - AP WARRANT LIST

MAY 04, 2021

List #299

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 579868783867	01-11-651 OFFICE SUPPLIES REC CENTER	\$13.97 04/07/21	04/07/21	\$17.61
	Invoice: 764689458554	01-51-515 PARK MAINTENANCE BUSINESS MEMBERSHIP	\$17.61 04/03/21	04/03/21	\$179.00
	Invoice: 789944694456	01-11-561 DUES 01-21-561 DUES 01-51-561 DUES 51-00-561 DUES & MEMBERSHIP	\$44.75 \$44.75 \$44.75 \$44.75		
	Invoice: 934778677769	REC CENTER 01-51-515 PARK MAINTENANCE	03/31/21 \$591.29	03/31/21	\$591.29
	Invoice: 995856835645	WATER PLANT 51-00-652 OPERATING SUPPLIE	03/11/21 \$15.84	03/11/21	\$15.84
	Invoice: 995856835645	POLICE 01-21-652 OPERATING SUPPLIE	03/16/21 \$144.47	03/16/21	\$144.47
Vendor Total for: SYNCB/AMAZON			(Fiscal YTD Payments: \$16,519.64)		\$962.18
TDS METROCOM					
	Invoice: 042521-6531	PUBLIC WORKS 01-41-552 TELEPHONE	04/25/21 \$41.97	04/25/21	\$41.97
Vendor Total for: TDS METROCOM			(Fiscal YTD Payments: \$497.71)		\$41.97
TECHNOLOGY MANAGEMENT REVOLVING FUND					
	Invoice: T2124925	MARCH 2021 16-00-840 COMMUNICATION CHA	04/12/21 \$491.49	04/12/21	\$491.49
Vendor Total for: TECHNOLOGY MANAGEMENT REVOLVING FUND			(Fiscal YTD Payments: \$5,897.88)		\$491.49
THE MULCH CENTER					
	Invoice: 182289	REC CENTER BALL PARK 01-51-515 PARK MAINTENANCE	04/14/21 \$690.00	04/14/21	\$690.00
Vendor Total for: THE MULCH CENTER			(Fiscal YTD Payments: \$.00)		\$690.00
VISION SERVICE PLAN OF ILLINOIS					
	Invoice: 812119293	MAY 2021 01-00-218.09 EMPLOYE VISION WH	04/17/21 \$183.46	04/17/21	\$183.46
Vendor Total for: VISION SERVICE PLAN OF ILLINOIS			(Fiscal YTD Payments: \$1,780.69)		\$183.46
WEX BANK					
	Invoice: 70949115	MARCH 2021	03/31/21	03/31/21	\$2,290.88

HIGHWOOD - AP WARRANT LIST

MAY 04, 2021

List #299

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-21-655 AUTOMOTIVE/FUEL/O			\$1,788.78
		01-41-655 AUTOMOTIVE/FUEL/O			\$373.22
		51-00-655 AUTOMOTIVE FUEL/O			\$18.86
		01-51-655 AUTOMOTIVE/FUEL/O			\$110.02
Vendor Total for: WEX BANK		(Fiscal YTD Payments: \$21,443.39)			\$2,290.88
YAMIL RIVERA					
	Invoice: 05012021	INS OPT OUT 6 MONTHS	05/01/21	05/01/21	\$1,000.00
		01-21-451 HEALTH INSURANCE	\$1,000.00		
Vendor Total for: YAMIL RIVERA		(Fiscal YTD Payments: \$326.60)			\$1,000.00
					\$62,803.97
GENERAL FUND					
911 EMERGENCY FUND					\$491.49
CAPITAL PROJECT FUND					\$260,163.00
TIF PROJECT/EXPENSE FUND					\$9,652.50
DEBT SERVICE					\$27,277.50
WATER & SEWER					\$64,802.21
GARBAGE FUND					\$350.00
ESCROW FUND					\$3,549.52
Grand Total:					\$429,090.19

HIGHWOOD - AP WARRANT LIST

MAY 04, 2021

List #299

A/P Manual Check Posting List

Postings from all Check Registration runs(NR) since last Check Voucher run(NCR)

Vendor	Invoice	Description	Check: No	Date	Reg #	Amount
AMERICAN WATER WORKS ASSN.						
	Invoice: 11252020	MARCH 2021 - FEBRUARY 2022 51-00-561 DUES & MEMBERSHIP	055047	04/20/21	283	\$83.00
Vendor Total for: AMERICAN WATER WORKS ASSN. (Fiscal YTD Payments: \$83.00)						\$83.00
CITY OF HIGHWOOD/JAIME LITJENS						
	Invoice: 04202021	PETTY CASH REIMBURSEMENT	055048	04/20/21	283	\$469.31
		01-11-513 REP & MAINT - VEH				\$8.49
		01-11-651 OFFICE SUPPLIES				\$232.02
		01-21-551 POSTAGE				\$34.70
		01-21-561 DUES				\$42.99
		01-21-651 OFFICE SUPPLIES				\$15.87
		01-21-655 AUTOMOTIVE/FUEL/O				\$118.00
		01-44-551 POSTAGE				\$17.24
Vendor Total for: CITY OF HIGHWOOD/JAIME LITJENS (Fiscal YTD Payments: \$1,418.75)						\$469.31
		GENERAL FUND				\$469.31
		WATER & SEWER				\$83.00
		Grand Total:				\$552.31

AGENDA MEMO
Committee of the Whole
May 4, 2021

ISSUE STATEMENT

An ordinance amending Section 7-5-13 C 'Posted Parking Zones' to implement 15 minute parking restrictions on the West side of Green Bay Road.

BACKGROUND/HISTORY

At the April 20, 2021 Committee of the Whole meeting Slyce requested parking restrictions to provide up to two spots as a 15 minute loading zone. This is desirable due to the significant increase in pickup/dropoff for customers due to the coronavirus pandemic. The ordinance is written in such a way that Staff may be flexible with the number of spots, which will allow us to increase or decrease as parking demand necessitates.

STAFF/COMMITTEE RECOMMENDATION

As directed.

ALTERNATE CONSIDERATION

Not approving the ordinance would be an alternate consideration.

ATTACHMENTS

-Ordinance

CITY OF HIGHWOOD ORDINANCE _____

**AN ORDINANCE AMENDING SECTION 7-5-13 (C): 'POSTED PARKING ZONES' TO IMPLEMENT 15 MINUTE
PARKING RESTRICTIONS ON THE WEST SIDE OF GREEN BAY ROAD**

**ADOPTED BY THE CITY COUNCIL
OF THE
CITY OF HIGHWOOD, LAKE COUNTY, ILLINOIS
ON
THE ____ DAY OF _____, 2021**

Published in pamphlet form by authority of the City Council
of the City of Highwood, Lake County, Illinois
on this _____ day of _____, 2021

City-wide

Mayor: Charlie Pecaro

City Clerk: Scott Coren

City Treasurer: David Gonzalez

City Attorney: Howard Jablecki

Klein, Thorpe, Jenkins, Ltd

Aldermen

Eric Falberg

James Hospodarsky

Mike Fiore

James Levy

Andy Peterson

M. Brad Slavin

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SECTION 7-5-13 (C): 'POSTED PARKING ZONES' TO IMPLEMENT 15 MINUTE
PARKING RESTRICTIONS ON THE WEST SIDE OF GREEN BAY ROAD**

BE IT ORDAINED by the City Council of the City of Highwood, Lake County, Illinois, as follows:

SECTION 1: Section 7-5-13 (C) of the Highwood City Code, "Posted Parking Zones," is hereby amended as follows (deleted language stricken):

G. Parking On East Side Of Street: It shall be unlawful to park any vehicle on the east side of the following streets:

C. Posted Parking Zones:

1. No vehicle shall be parked for longer than fifteen (15) minutes at any time between the hours of five o'clock (5:00) A.M. and twelve o'clock (12:00) midnight of each day in any posted parking zone so designated and authorized by the city, including up to three (3) spaces on the south side of the 100 block of Washington Avenue.

2. No vehicle shall be parked for longer than thirty (30) minutes at any time between the hours of seven o'clock (7:00) A.M. and nine o'clock (9:00) P.M. of each day in any posted parking zone so designated and authorized by the city, including:

a. Up to two (2) spaces on the east side of Waukegan Avenue adjacent to 311 Waukegan Avenue.

b. Up to one space on the east side of Waukegan Avenue adjacent to 313 Waukegan Avenue.

3. No vehicle shall be parked for longer than fifteen (15) minutes at any time between the hours of nine o'clock (9:00) A.M. and five o'clock (5:00) P.M. of each day in any posted parking zone to designated and authorized by the city, including up to two (2) spaces on the East side of the 300 block of Waukegan Avenue.

4. No vehicle shall be parked for longer than fifteen (15) minutes at any time between the hours of four o'clock (4:00) P.M. and nine o'clock (9:00) P.M. of each day in any posted parking

zone to designated and authorized by the city, including up to three (3) spaces on the West side of the 200 block of Green Bay Road.

SECTION 2: This Ordinance shall be in full force and effect as of passage, and shall subsequently be published in pamphlet form as provided by law.

ADOPTED this ____ day of _____, 2021, pursuant to a roll call vote as follows:

Eric Falberg	_____	M. Brad Slavin	_____
Mike Fiore	_____	Andy Peterson	_____
James Hospodarsky	_____	James Levy	_____

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by the City Council of the City of Highwood this ____ day of _____, 2021.

Mayor Charles Pecaro

ATTEST:

City Clerk

AGENDA MEMO
Committee of the Whole
May 4, 2021

ISSUE STATEMENT

A motion authorizing the City Manager to execute an agreement with Christopher B. Burke Engineering Ltd to complete engineering for the 2022 Capital Projects in an amount not to exceed \$30,230.

BACKGROUND/HISTORY

The City of Highwood recently completed an update to the Capital Improvement Program, which provides recommendations on infrastructure improvements for the next five years. The 2022 program includes the reconstruction of Oak Terrace Avenue and Green Bay Road (Euclid – North Limit) and a grinding and resurfacing of De Roo Loop.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval of this motion.

ALTERNATE CONSIDERATION

Not approving the motion would be an alternate consideration.

ATTACHMENTS

-Engineering Quote



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

April 19, 2021

City of Highwood
17 Highwood Avenue
Highwood, IL 60040

Attention: Scott Coren

Subject: Professional Design Engineering Services Proposal for the
2022 Street Program

Dear Mr. Coren:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to present this proposal for professional design and construction engineering services related to the 2022 Street Program project in the City of Highwood. Included in this proposal are our Understanding of the Assignment, Scope of Work and Estimated Fee.

UNDERSTANDING OF THE ASSIGNMENT

We understand the City would like CBBEL to resurface the following streets:

STREET NAME	LIMITS	APPROXIMATE LENGTH (FEET)	PCI RATING
Green Bay Road	Euclid Ave – North Limit	500 LF	3
Oak Terrace Ave	North Ave – Highwood Ave	510 LF	4
De Roo Loop	Northern Limit – Westover Road	880 LF	5

Based on the geotechnical investigation, either a grind and overlay (grinding two inches, patching, and resurfacing the roadway with ¾ inches of leveling binder and 1 ½ inches of surface course), or full reconstruction (full depth pavement and subbase removal and resurfacing the roadway with 2 ½ inches of leveling binder and 1 ½ inches of surface course along with a new aggregate base), will be completed. It is anticipated that Green Bay Road and Oak Terrace Avenue will require a full reconstruction while De Roo Loop will be a grind and overlay project. CBBEL will prepare the bid documents using a bid booklet. Also included would be any necessary structure adjustments, replacement of frames and lids, and replacement of defective drainage structures. We understand the City may utilize Rebuild Illinois Bond Funds for this project.

SCOPE OF SERVICES

Task 1 – Topographic Survey: CBBEL will perform topographic survey of any above referenced Project Areas that require a full reconstruction. This is anticipated to include Green Bay Road from Euclid Avenue to its Northern Limit and Oak Terrace Avenue from North Avenue to Highwood Avenue.

CBBEL will perform the following survey tasks:

Included are the following survey tasks:

1. Horizontal Control: Utilizing state plane coordinates, CBBEL will tie into NGS Monumentation control utilizing state of the art GPS equipment. Horizontal Datum will correlate with established/existing NGS control monuments (NAD '83 (2011), Illinois East Zone 1201).
2. Vertical Control: Establish site benchmarks for construction purposes, tied to the NAVD '88 Vertical Datum. State-of-the-art G.P.S. equipment will be used to establish benchmarks and assign a vertical datum on the horizontal control points. This will be based on GPS observed NGS Monumentation (NAVD '88 Datum).
3. Field recon and survey to locate existing monumentation and boundary evidence.
4. Research at the Cook County Recorder's Office. Analyze Record and Field Data necessary to compute approximate right-of-way and approximate property lines.
5. CBBEL will field locate all pavements, driveways, bike path, curb and gutters, pavement markings, signs, manholes, utility vaults, drainage structures, utilities, driveway culverts, crossroad culverts, etc. within the project limits. Field location of all above ground utilities including, but not limited to: water, sanitary sewer, storm sewer, telephone, electric, cable and gas, etc. Identify size, type, rim, and invert elevations.
6. All isolated trees of 6-inch caliper or greater to be surveyed within Project Area, & Tree Line only of forested areas. Provide tree size, location, and elevation of isolated trees outside of forested areas, on survey.
7. Office calculations and plotting of field and record data.
8. Cross Sections: CBBEL will survey cross sections along the project limits at 50' intervals, at driveways, and at all other grade controlling features.
9. Utility Survey and Coordination: All existing storm and sanitary sewers will be surveyed to determine rim elevations. Above ground facilities of any additional underground utilities including water main, gas, electric, cable, etc. will also be located. No JULIE Utility Survey Coordination is included in this task.
10. Office contouring of field data and one-foot contour intervals.
11. Drafting of an Existing Conditions Plan at a scale of 1"=20'.
12. Base Mapping: CBBEL will compile all of the above information onto one base map at 1"=20' scale that is representative of existing conditions for use as the base sheet for the construction of any public or private infrastructure subsequent to the findings of engineering/drainage analysis.

***NOTE: Boundary/Land Acquisition Survey, Plats of Easement, and Right-of-Way/Plat of Highway Scope of Services are not included in this proposal.**

Task 2 – JULIE and Utility Survey: CBBEL will coordinate with JULIE to retrieve atlas information for all applicable underground utilities including water main, gas, electric, cable, etc. CBBEL will compile all Utility Atlas information into the base map. Locations of existing utilities /obstructions / systems shown on the base map are the compilation of available utility plans provided by utility owners and JULIE Utility Coordination. All utilities /obstructions / systems may not be shown. Contractor shall be responsible for locating and protecting all underground utilities /obstructions / systems whether or not shown on base map. JULIE Utility Coordination Atlas information is typically isolated to Public Right-of-Way & limited areas adjacent to Public Right-of-Way. Identification of all private utilities within project area (on-site) is the responsibility of the client.

Task 3 – Geotechnical Investigation

A Geotechnical Investigation will be performed by CBBEL's subconsultant, Testing Service Corporation. (TSC). The Geotechnical Investigation will include pavement cores (approximately 4 cores) at a frequency to determine the existing structure of the pavement and condition of subgrade materials. Additionally, the material will be tested for compliance with the Clean Construction Demolition Debris (CCDD). Due to concern of the depth of existing pavement thickness we would recommend TSC completing the geotechnical report to verify the existing thickness of the bituminous pavement. This will allow us to verify that the correct improvement is proposed for the roadways. This assumes no flagmen are required to take the cores. TSC will prepare a report describing the following:

- Summary of client-provided project information and report basis
- Core Location Plan
- Photo documentation of field conditions and core specimens
- Subbase stone thickness
- Overview of encountered subsurface conditions
- Geotechnical recommendations pertaining to:
 - Subgrade stability and preparation
 - Estimated IBV value at each boring location
- Construction considerations
- LPC 663 Report

A summary report will be prepared which describes the sampling procedures followed and presents results for the analytical laboratory testing. If all analytical results meet their respective MACs, Form LPC-663 will be filled out and signed by a Licensed Professional Engineer or Geologist. The report will be included.

Task 4 – Evaluation of Geotechnical Report

CBBEL and Village Staff will evaluate the geotechnical report to determine the resurfacing treatment for the street to be included in the 2022 Road Program based on the City's budget.

Task 5 – Field Reconnaissance: CBBEL Construction Staff will perform a Field Reconnaissance of the streets to be reconstructed and ADA corners to be upgraded. The purpose of the Field Reconnaissance will be to determine the project limits and preliminary quantities. The results of the Field Reconnaissance will be used to prepare

the bid booklet, will be reviewed with the Engineering Department of Public Services, and compared to previous estimates to determine their impact on the estimated construction cost.

Task 6 – Preparation of Bid Booklet & Plans

CBBEL will prepare a bid booklet in IDOT format for the proposed improvements for a local letting. The documents will generally consist of typical sections, plan sheets with profiles for the roadways to be reconstructed, cross sections for the roadways to be reconstructed, special provisions, pay items, working days and estimated bid quantities. Quantities will be estimated based on-site visits and City Staff Input from the existing cores and the field reconnaissance. CBBEL will prepare a base bid and alternate bids to help give the City the most flexibility to use the available funds for the project. CBBEL will coordinate with IDOT and submit the required sheets to allow for the use of the Illinois Rebuild Funds if needed.

Task 7 – Bidding Assistance

CBBEL will advertise for bidding, distribute plans and specifications to all bidders, and hold a bid opening. CBBEL will review and tabulate all the bids and a make a recommendation of award.

ESTIMATE OF FEE

We have determined the following fees for each of the tasks described in this proposal.

Task 1 – Topographic Survey	\$ 7,800
Task 2 – JULIE and Utility Survey	\$ 1,400
Task 3 – Geotechnical Investigation	\$ 9,030
Task 4 – Evaluation of Geotechnical Report	\$ 500
Task 5 – Field Reconnaissance	\$ 1,000
Task 6 – Preparation of Bid Booklet & Plans	\$ 10,000
Task 7 – Bidding Assistance	\$ 500
TOTAL NOT-TO-EXCEED FEE:	\$ 30,230

We will bill you in accordance with our previously accepted Agreement for Consultant Services. These previously accepted Standard Charges and General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are included in the fee estimate.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Michael E. Kerr, PE
President

THIS PROPOSAL IS ACCEPTED FOR CITY OF HIGHWOOD:

BY: _____

TITLE: _____

DATE: _____

ORDINANCE 2021-

**AN ORDINANCE AMENDING THE INTERGOVERNMENTAL AGREEMENT
ESTABLISHING THE SOLID WASTE AGENCY OF LAKE COUNTY, ILLINOIS**

WHEREAS, the Solid Waste Agency of Lake County, Illinois (the “Agency”) was formed on or about February 21, 1991 by intergovernmental agreement (hereinafter referred to as the “Agreement”); and

WHEREAS, the _____ of _____, having duly adopted an Ordinance approving the Agreement and joining the Agency, has been and remains a member in good standing of the Agency; and

WHEREAS, the Agency has determined that there is a need to amend the Agreement to expand the scope of persons that are eligible to serve as an “Alternate Director” on behalf of an individual Member; and

WHEREAS, by its original terms, the Agreement provides that any amendment to the Agreement requires the written agreement of each and every Member of the Agency pursuant to authority granted by a duly enacted Ordinance of each Member.

NOW, THEREFORE, BE IT ORDAINED by the _____ of _____, Lake County, Illinois as follows:

SECTION ONE: Section 8.3 of the Agreement establishing the Solid Waste Agency of Lake County, Illinois is hereby amended and shall read as follows (additional language marked by underline; deleted language marked by ~~striketrough~~):

8.3 Any Member may appoint one or more persons to serve as the Alternate Director. Any such appointee shall meet the qualifications for office as a Director established in paragraph 8.2, except in the case where a Member is unable to appoint such an appointee because it is impracticable because of size or time commitments. In that case a Member may appoint an Alternate Director who was its immediate past mayor or village president or is a full-time employee in an executive level position with the Member. An executive level position is generally intended to mean a person who is a department head or equivalent. The Alternate Director may attend any meeting of the Board of Directors and may vote as Director in the absence of the Director from that Member or if there

is a vacancy in the position of Director from that Member. The term of the Alternate Direct shall be the same as the term of the Director from the appointing Member. Except as provided in paragraph 8.4, a person serving as Alternate Director shall serve until his or her term expires and thereafter until the successor is appointed.

SECTION TWO: All ordinances or parts of ordinances in conflict herein are expressly repealed.

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL/BOARD OF TRUSTEES OF THE _____ OF _____, ILLINOIS ON THIS ____ DAY OF _____, 20__.

MAYOR/PRESIDENT

ATTEST:

CLERK

- AYES:
- NAYES:
- ABSENT:
- FIRST READING:
- ORDINANCE PASSED: