

**City Council Meeting  
City Hall  
1707 St Johns Avenue,  
Highland Park, IL 60035  
October 20, 2025  
7:30 PM  
Agenda**

Individuals with questions or feedback about an agenda item can address the City in the following ways:

- 1. Emails with Unlimited Information.** Individuals may email the City an unlimited number of words at [cityhp@cityhpil.com](mailto:cityhp@cityhpil.com). Emails will be forwarded to the City Council if requested. All emails received will be acknowledged.
- 2. Telephone.** Individuals with no access to email may leave a message with the City Manager's Office at 847.926.1000.
- 3. Live Comments.** Individuals are able to address the Council during the City Council meeting. Questions/comments should be limited to three minutes or less.

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**I. Call to Order**

**II. Roll Call**

**III. Pledge of Allegiance**

**IV. Approval of Minutes**

- A. Approval of the Minutes of the Special Meeting of the City Council Held on September 29, 2025
- B. Approval of the Minutes of the Regular Meeting of the City Council Held on October 6, 2025

**V. Approval of Warrant List**

- A. Warrant List and Wire Transfers from September 26, 2025 to October 09, 2025.

**VI. Report of Mayor**

- A. Proclamations

- October 2025 is the 80th Anniversary of National Disability Employment Awareness Month

B. Other Business

**VII. Business from the Council**

**VIII. Business from City Staff**

A. 2026 Proposed Budget Department Staff Reports

**IX. Business from the Public (Individuals wishing to be heard regarding items not listed on this agenda)**

**X. Omnibus**

**Finance**

(Questions concerning these items can be directed to 847-926-1020)

1. Approval of Water Rates Effective January 1, 2026 through December 31, 2026

**Public Works**

(Questions concerning these items can be directed to 847-432-0807)

2. A Resolution Waiving the Formal Bidding Requirements of the City's Purchasing Manual and Approving an Agreement with Gewalt Hamilton Associates, Inc., of Vernon Hills, Illinois, for Professional Surveying Services

**Community Development**

(Questions concerning these items can be directed to 847-432-0867)

3. An Ordinance Granting Variances From Article XX of the Zoning Code (The Barn, 1900 First Street)

**Public Safety**

(Questions concerning these items can be directed to 847-926-1084)

4. A Resolution Approving the Purchase of a Cot System from Stryker Corporation of Kalamazoo, Michigan

**XI. Items Removed From Omnibus Vote Consideration**

**XII. Other Business**

**XIII. Closed Session**

**XIV. Adjournment**

# Staff Report



**Meeting Date:** October 20, 2025

**Staff Contact:** Ashley Palbitska, Assistant to the City Manager/Deputy City Clerk

**Department:** City Manager's Office

**Title:** Approval of the Minutes of the Special Meeting of the City Council Held on September 29, 2025

**Recommendation:**

For the City Council's approval are the minutes of the Special Meeting of the City Council held on September 29, 2025.

**Attachments:**

1. MIN CC 9-29-2025

**MINUTES OF A SPECIAL MEETING OF  
THE CITY COUNCIL OF THE CITY OF HIGHLAND PARK**

**MEETING DATE:** Monday, September 29, 2025

**MEETING LOCATION:** The Moraine, 1201 Park Ave West, Highland Park, IL 60035

**CALL TO ORDER**

At 7:01 PM, Mayor Rotering called the meeting to order and asked for a roll call:

**ROLL CALL**

**PRESENT:** Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

**ABSENT:** None

**STAFF PRESENT:** City Manager Neukirch, Director of Public Works Bannon, Community Development Director Fontane, Assistant City Manager Jason, Police Chief Jogmen, Fire Chief Schrage, Commander Curran, Assistant to the City Manager Palbitska

**ALSO PRESENT:** Corporation Counsel Elrod, Representatives from: The Habitat Company (Zack Zalar), DLA Piper (Katy C. Jahnke Dale), KLOA, LLC (Michael Werthmann), BSB Design (Natalie Viscuso)

**PLEDGE OF ALLEGIANCE**

**REPORT OF THE MAYOR**

Mayor Rotering provided remarks of support in remembering the hostages of Gaza.

**BUSINESS FROM THE PUBLIC (Citizens wishing to be heard regarding items not listed on this agenda)**

Assistant to the City Manager Palbitska provided opening remarks as it relates to Business from the Public.

Carl Lambrecht, Highland Park resident, discussed the housing in Fort Sheridan being part of Highland Park and real estate taxes.

**SCHEDULED BUSINESS**

**OTHER BUSINESS (the City Council will consider and then either approve or disapprove the following items)**

**Community Development**

1. Consideration of a Rezoning to RM1 and R7, a Preliminary Plat of Re-subdivision with variations, and a Special Use Permit in the Nature of Preliminary Planned Development with Design Review and Modifications from City Code (1660 and 1700 Old Deerfield Rd.)

Community Development Director Fontane presented information related to a consideration of a Rezoning to RM1 and R7, a Preliminary Plat of Re-Subdivision with variations, and a Special Use Permit in the Nature of Preliminary Planned Development, Design Review, and Modifications from City Code (1660 and 1700 Old Deerfield Rd.).

Katy C. Jahnke Dale, partner with DLA Piper, presented information regarding the proposed development.

The Council, Ms. Dale, Mr. Zalar, Mr. Werthmann, and staff discussed:

- The purpose for the recommendation of split zoning for the property
- Importance of having a full conversation regarding the easement
- Understanding as to whether or not the project will be completed in stages or developed all at once
- The importance of the project being completed fully and protections that could be incorporated into the development agreement that would ensure the development is completed
- Understanding that the development is a great catalyst for the Briergate District
- Proposed storm water management will be addressed within the property with little to no concerns and Lake County has confirmed the plan
- The traffic study was completed by KLOA and provided to the City's third party, CivilTech, for review and comments
- The applicants have continued to work with the school districts and Park District as it relates to volume of traffic in the area
- All proposed lighting for the project will be compliant with Article VI of the City Code, including Dark Sky compliance
- No Further Remediation ("NFR") letter is not a requirement of the zoning request but it will be a requirement of the development project
- The importance of continued communication with the neighbors and while neighbor notice is not required of an NFR, the letter will be recorded against the property when the evaluation has been completed
- OSHA will be involved during construction to ensure all steps are being followed as it relates to construction (i.e. dust) and how that may impact the neighbors
- There is no contiguous fencing around the development; there is fencing in different sections for security and safety
- The alley on Richfield is planned to be resurfaced by the City in 2026 and staff will ensure this project is coordinated with the development project
- Request to continue the sidewalk up to Old Skokie
- Composition of the Woodland Trail and accessibility and usability by the public; request to consider an alternative to wood chips
- A signal at the entrance of the development would not assist with the flow of traffic to benefit the area
- A conflict with the individual owning a trust has been worked through and a letter of support has been provided based on that work
- The tree preservation plan is forthcoming and will be reviewed by the City's Forester
- Importance of inclusionary housing within the development and the revised plan by the developer which will be reviewed again by the Housing Commission; the Housing Commission has provided approval but will review any and all revisions

- Request that language be incorporated into the development agreement that would not allow for construction traffic to traverse down Ridge Road
- Concerns as it relates getting individuals and families in to and out of the development
- Review of the traffic study process, as conducted by KLOA and reviewed by the City's third party consultant, CivilTech
- Consideration of the development of the Toys R' Us property; the impacts this may have on the area with the proposed development being discussed
- How inclusionary housing provides for a density bonus within the development
- Recognizing that the plan continues to develop and become better over time based on the many conversations that have been had at the Plan and Design Commission ("PDC") and with the neighbors
- Confirmation that the Woodland Trail is available for public access and not just the residents within the development
- Concerns with the composition of the Woodland trail, concerns from the City Forester related to using a different material than suggested and health of trees, and request to review different materials that could be used to allow easier access for pedestrians, bikers, strollers, etc.
- Request to ensure the City will have the ability to restrict the property only to the proposed development and not allow any future development on the property outside of the proposed project
- Review of the traffic study that will be conducted at a later date and how comprehensive the study will truly be
- Understanding that not burying the current electric lines is a financial decision
- The proposed sidewalk is to be 8 feet to match the width of the current sidewalk in front of the Police Department
- The importance of understanding the impact the development may or may not have on emergency response times
- Continued appreciation for the public input that has been provided by the residents regarding the proposal
- Continued appreciation for the work done by the PDC
- Request to have the developers pay for all of the permit fees up front to ensure the project will be completed
- The fencing that is behind each unit is continuous but there is no fencing that is continuous along Ridge Road
- Request for a gated emergency entrance and exit into and out of the development for Police and Fire services if necessary in future; would require approval from multiple agencies; Chief Jogmen confirmed HPPD does not believe there will be response times issues as presented
- Architectural design and esthetics of the proposed units throughout the entire development
- Information as to how bicyclists and pedestrians were factored into the traffic study
- Load spaces are not a requirement and the property management company would work on the process for move-ins and move-outs within the development

- Agreement to allow for up to six EV chargers to be installed to benefit the community within the development
- Request for continued conversation with the neighbors as it relates to the crosswalk at Devonshire

Kenneth Tat, Highland Park resident, voiced concern with the proposed left turns into/out of the development.

Dan Wagner, Highland Park resident, voiced concerns with density, change of zoning to the spur road, and bus loads going in and out of the development. Director Fontane provided information to the change of the zoning.

Stephanie Kerch, Highland Park resident, voiced concerns with the split zoning, consequences if the project is delayed, traffic issues, the potential of increase in people having an impact on emergency services, how the public benefit seems minimal, and the creativity of the architecture of the buildings.

Pamela Runshaw, Highland Park resident, noted most of the people that attended the community meetings were opposed to the development. She voiced concerns about the reduction of units only being 5%, green space zoned as R7, attractiveness of the buildings, and the variances being requested.

Joe Kessler, Highland Park resident, voiced concern about school buses not being mentioned in the traffic study, architectural style of the buildings, and revenue for taxes brought in to Highland Park.

Mayor Rotering noted that the tax information was provided in the agenda packet as was the projected numbers for students within the development area.

Erin Casdnin, Highland Park resident, voiced concerns with Habitat being a corporate landlord and the unfavorable feedback provided about the company on the Better Business Bureau website.

Leslie Spitzer, Highland Park resident, voiced her appreciation for the development and discussed how it will have positive impacts on the community and business vibrancy.

Jim Lederer, Highland Park resident and business owner, noted that changes have been made but there are concerns with what potentially could happen in the future.

Julie Europe, Highland Park resident, voiced concern with the proposed development in its current form.

Michael Turnoff, Highland Park resident, discussed split zoning, petition signed by homeowners, and requested the proposal be sent back to the PDC before the Council makes any decisions.

Anne Flanagan Bassi, Highland Park resident, discussed how the development will be a benefit to the community.

Janet Swartzen, Highland Park resident, voiced concern with trying to make this project perfect when we don't own it and losing this project which would provide needed rental housing for a by right industrial project allowed under current zoning.

Lisa Raven, Highland Park resident, voiced concern with the tot park as there is a tot park in the area already. She requested information on how the City will protect the homeowners in the Heatherdale subdivision. She voiced concern with the access road and the rail road.

Sandy Leury, Highland Park resident, voiced concern with density, height, zoning requests, missing ADA considerations and access into and out of the development. She requested the elimination of the crosswalk at Devonshire.

Eugene, Highland Park resident, noted that every resident on Grove is opposed to the development in its current form.

Mayor Rotering thanked the community for their participation. She reviewed what has been considered for this property. She voiced her appreciation for concerns related to density and height.

The Council, Mr. Zalar, Ms. Dale, Ms. Viscuso, Corporation Counsel Elrod and staff discussed:

- The limitation on the feasibility of the right turn in/out of the development
- How the development plan will not allow for a further reduction in units
- A reduction in the height of the units is not feasible as what is being proposed is currently what is being designed in the market right now, the large amount of faith in what can be financed and the feasibility of the project to be cohesive with what is being requested in the community
- Connectivity with all parts of the community
- Engineering, stormwater management and response times for emergency services will be confirmed as the project continues through the planning process for the development
- The impacts of density and layered zoning for the project
- Standard documentation regarding protection for the City if the development were not to be completed in a timely manner
- How the payment in-lieu is permissible based on the proposed plan for the project
- Importance of diversity of housing within the community as a whole
- Confirmation that an updated traffic study to be conducted in the future at the request of the City once the property is leased and stabilized which will reevaluate all access points in to and out of the development

Corporation Counsel Elrod provided information on the plan development process. He noted that there are no documents for approval on the agenda tonight and explained that the Council can request to have documents drafted for review at a future meeting. He provided information related to a petition that was received by the City and the review that will be undertaken to provide next steps in the process.

Councilmember Blumberg moved to direct the drafting of the preliminary approval package with agreement by the applicant. Councilmember Lidawer seconded the motion. Upon a roll call vote, the Mayor declared the motion passed unanimously.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Anthony Blumberg, Councilmember
<b>SECONDER:</b>	Annette Lidawer, Councilmember
<b>AYES:</b>	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

### Administration

2. Proposed Lake Cook Road Path -LCDOT Project  
Mayor Rotering requested this item be moved to a future meeting for discussion.

City Manager Neukirch noted it will be placed on a future agenda.

### **ADJOURNMENT**

Councilmember Tapia moved to adjourn. Councilmember Lidawer seconded the motion. On a voice vote, Mayor Rotering declared the motion passed unanimously.

The City Council adjourned its meeting at 11:06 PM.

Respectfully Submitted,

Ashley Palbitska  
Assistant to the City Manager/Deputy City Clerk

# Staff Report



**Meeting Date:** October 20, 2025

**Staff Contact:** Ashley Palbitska, Assistant to the City Manager/Deputy City Clerk

**Department:** City Manager's Office

**Title:** Approval of the Minutes of the Regular Meeting of the City Council Held on October 6, 2025

**Recommendation:**

For the City Council's approval are the minutes of the Regular Meeting of the City Council held on October 6, 2025.

**Attachments:**

1. MIN CC 10-6-2025

**Minutes of a Regular Meeting of  
The City Council of the City of Highland Park**

**MEETING DATE:** October 6, 2025  
**MEETING LOCATION:** City Hall - 1707 St Johns Avenue

**I. Call to Order**

**II. Roll Call**

At 7:31 PM, Mayor Roterling called the City Council meeting to order and asked for a roll call:

**Present:** Mayor Roterling, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

**Absent:** None

**Staff Present:** City Manager Neukirch, Director of Public Works Bannon, Community Development Director Fontane, Assistant City Manager Jason, Finance Director McCaulou, Fire Chief Schrage, Assistant City Manager Taub, Commander Curran, Communications Manager Bennett, Assistant to the City Manager Palbitska

**Also Present:** Deputy Corporation Counsel Passman

**III. Pledge of Allegiance**

**IV. Approval of Minutes**

A. Approval of the Minutes of the Regular Meeting of the City Council Held on September 25, 2025

Councilmember Lidawer moved to approve as amended the Minutes of the Regular Meeting of the City Council. Councilmember Tapia seconded the motion. Upon a voice vote, the Mayor declared the motion passed unanimously.

<b>MOVER:</b>	Councilmember Lidawer
<b>SECONDER:</b>	Councilmember Tapia
<b>AYES:</b>	Mayor Roterling, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer
<b>NAYS:</b>	None
<b>PRESENT:</b>	Councilmember Blumberg

**V. Approval of Warrant List**

A. Warrant List and Wire Transfers from September 11, 2025 to September 25, 2025.

Councilmember Tapia moved to approve the Warrant List. Councilmember Blumberg seconded the motion. Upon a roll call vote, the Mayor declared the motion passed unanimously.

<b>MOVER:</b>	Councilmember Tapia
<b>SECONDER:</b>	Councilmember Blumberg
<b>AYES:</b>	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

**VI. Report of Mayor**

Mayor Rotering provided a statement remembering the hostages in Gaza.

A. Proclamations

*Sister Cities International Day - October 14, 2025*

Mayor Rotering proclaimed October 14, 2025 as Sister Cities International Day.

Carol Wolfe, Sister Cities Foundation President, accepted the proclamation and shared an update on activities.

Councilmember Ross provided comments.

*Diwali Awareness Day - October 20, 2025*

Mayor Rotering proclaimed October 20, 2025 as Diwali Awareness Day.

Sukhu and Ajit Kalra, owners of Indus Progressive Indian Restaurant, accepted the proclamation and provided information in celebration of Diwali Awareness Day.

**VII. Business from City Staff**

City Manager Neukirch highlighted information on the Omnibus Agenda.

She also noted there is a special meeting scheduled for October 30, 2025 at 7 PM regarding redevelopment of the property at 1700 Old Deerfield Road, commonly known as the former Solo-Cup property.

**VIII. Business from the Council**

There was none.

**IX. Business from the Public (Individuals wishing to be heard regarding items not listed on this agenda)**

Assistant to the City Manager Palbitska provided opening comments.

**X. Omnibus**

Councilmember Ross asked a question about Item 7 regarding the visibility of the electric box for the proposed sign at 1900 First Street.

Amy Morton, owner of The Barn, provided information about the electric box in relation to the new sign.

Councilmember Lidawer asked what has been taking so long as it relates to items 8 and 9 on the omnibus agenda.

Community Development Director Fontane provided information on the timing.

Councilmember Blumberg moved to approve Items 1-9 by omnibus vote consideration. Councilmember Bruckman seconded the motion. Upon a roll call vote, the Mayor declared the motion passed unanimously.

<b>MOVER:</b>	Councilmember Blumberg
<b>SECONDER:</b>	Councilmember Bruckman
<b>AYES:</b>	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

**Administration**

1. *R120-2025* - A Resolution Supporting the Illinois America250 Commemoration
2. *R121-2025* - A Resolution Repealing Resolution No. R87-2025 and Approving the Regular Committee of the Whole and City Council Meeting Schedule for 2026

**Finance**

3. *O53-2025* - An Ordinance Amending the Annual Budget of the City of Highland Park, County of Lake, State of Illinois, for the Fiscal Year Ending December 31, 2025 Reflecting 2025 Estimates Determined During the 2026 Budget Process
4. *R122-2025* - A Resolution Waiving the Formal Bidding Requirements of the City’s Purchasing Manual and Approving Change Order No. 3 to the Banking Service Agreement with Highland Park Bank & Trust
5. *R123-2025* - A Resolution Approving the Lease of Multifunction Copiers from Gordon Flesch Company, Inc., of Madison, Wisconsin, through the PEPPM Cooperative Technology Purchasing Program

**Public Works**

6. *R124-2025* - A Resolution Approving the Purchase of Salt from Morton Salt, Inc., of Chicago, Illinois through the Illinois Department of Central Management Services Joint Purchasing Program

**Community Development**

- 7. Consideration of Sign Variances (1900 First St.)
- 8. *R125-2025* - A Resolution Approving the Extension of the Period of Validity of a Special Use Permit for a Planned Development (2745 and 2699 Skokie Valley Road)
- 9. *R126-2025* - A Resolution Approving a Plat of Consolidation (2745 and 2699 Skokie Valley Road)

**XI. Other Business**

- A. Consideration of a Special Use Permit in the Nature of a Concurrent Preliminary and Final Planned Development and Design Review with Modifications from City Code (250 Skokie Valley Rd.)

Councilmember Lidawer asked why numbers were not provided with the crash report.

Community Development Director Fontane explained the reason for the missing information. He confirmed that the information will be provided for the final documents.

Mayor Rotering requested confirmation that a landscape plan will be provided as well.

Director Fontane noted that all final documents will be provided for further approval; the item on tonight's agenda is a request for consideration.

Councilmember Lidawer moved to approve the Consideration of a Special Use Permit in the Nature of a Concurrent Preliminary and Final Planned Development and Design Review with Modifications from City Code (250 Skokie Valley Road). Councilmember Tapia seconded the motion. Upon a roll call vote, the Mayor declared the motion passed unanimously.

<b>MOVER:</b>	Councilmember Lidawer
<b>SECONDER:</b>	Councilmember Tapia
<b>AYES:</b>	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

B. Consideration of a Special Use Permit in the Nature of a Concurrent Preliminary and Final Planned Development, Final Plat of Re-subdivision, and Design Review, with Modifications from City Code, for a 5-story, 19-unit Multi-Family Development (1632, 1640, and 1646 Second St.)

Community Development Director Fontane presented information regarding a Consideration of a Special Use Permit in the Nature of a Concurrent Preliminary and Final Planned Development, Final Plat of Re-subdivision, and Design Review, with Modifications from City Code, for a 5-story, 19-unit Multi-family Development (1632, 1640, bad 1646 Second Street).

Elliot Wiczer, attorney for Fulton Development; Mark Muller, President of Fulton Developers; and Kyle Fell, Project Architect for Fulton Developers, provided information as it relates to the proposed development.

The Council voiced their appreciation for the involvement of the neighbors as that is an integral part of the process. They voiced appreciation for the setback of the fifth floor, the proposed public benefit (not including the larger sized inclusionary units), the attractiveness of the building, and the continued investment in the community. They voiced concern regarding larger-sized inclusionary units being labeled as a public benefit and how fewer units within a development provide for fewer inclusionary units. They requested more renderings in future presentations that provided a bigger picture of the area, to include how the development will fit into the area with what has already been developed. They discussed the importance of creating more green space on the property or near by the property in the same neighborhood.

The Council, Fulton Developers Representatives and staff discussed what will be included in the final documents and areas of concern that will be addressed; the need for the first floor wall to provide privacy for the tenants; review of another possible public benefit; preservation of the mature trees surrounding the property; the need to include traffic from the Wolbright project into the traffic study; review if design of the buildings to ensure not all developments look alike; steps to mitigate construction noise and dust; the inclusion of connectivity and public safety for the community; inclusion of EV chargers available to the tenants; and the explanation for Commissioner Henry's dissent at the Plan and Design Commission meeting.

Leslie Jackie, Highland Park resident, voiced concern about noise and dust from the Wolbright project. She voiced concern with the percentage of lot coverage and environmental impacts.

Beth Russell, Highland Park resident, noted that this project does not provide a compensatory public benefit for the community. She voiced concern regarding the tree preservation planning for the property.

Dale Cahones, Highland Park resident, described a trend with developments by Fulton Development. She voiced concern about the amount of green space that will be provided and the mature trees on the development property.

Kathleen Glissen, Highland Park resident, voiced concerns about the traffic study.

Denis Siegel, Highland Park resident, voiced concern about the proposed green space and the bulk of the development.

The Council and Mr. Muller discussed the importance of needing more green space, as well as the need for a better public benefit.

Councilmember Blumberg moved to...a public benefit that will provide for green space that could be off-site.

Councilmember Blumberg moved to direct the drafting of final documents for the project subject to the approval of the public benefit and green space.

Councilmember Lidawer seconded the motion. Upon a roll call vote, the Mayor declared the motion passed unanimously.

<b>MOVER:</b>	Councilmember Blumberg
<b>SECONDER:</b>	Councilmember Lidawer
<b>AYES:</b>	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

C. Proposed Lake Cook Road Path - LCDOT Project

City Manager Neukirch presented information regarding the Lake Cook Road Path as proposed by the Lake County Department of Transportation.

The Council, City Manager Neukirch and Public Works Director Bannon discussed appreciation for the project; the impact on traffic where the road narrows; signal enhancements; safety concerns with houses and driveways impacting cyclists and pedestrians; more review of the south side of Lake Cook Road; and the funding of the project indicated by Lake County.

Mark Portman, Highland Park resident, discussed the funding of the project and work that could be conducted on the south side of Lake Cook Road. He believes this to be a disastrous proposal.

Elliot Rossen, Highland Park resident and Chair of the Transportation Advisory Group ("TAG"), provided information discussed by TAG in support of the project.

There was support to request Lake County reconsider the path on the south side of the roadway, although the Council was in consensus with the proposal from Lake County regarding the Lake County Road Path project on the north side of the road.

## **XII. Adjournment**

Councilmember Tapia moved to adjourn. Councilmember Center seconded the motion. Upon a voice vote, Mayor Rotering declared the motion passed unanimously.

The City Council adjourned its meeting at 9:54 PM

Respectfully Submitted,

Ashley Palbitska  
Assistant to the City Manager/Deputy City Clerk

# Staff Report



**Meeting Date:** October 20, 2025  
**Staff Contact:** Lara Lukasik, Deputy Finance Director  
 Kristi McCaulou, Finance Director  
**Department:** Finance Department

**Title:** Warrant List and Wire Transfers from September 26, 2025 to October 09, 2025.

**Recommendation:**

Staff recommends approval of the warrant list and wire transfers for September 26, 2025 to October 09, 2025 in the amounts of \$2,966,241.89 and \$831,378.71 respectively, for total disbursement of \$3,797,620.60.

	Dates	Amount
<b>Warrants:</b>		
Warrant List 1 (Detail Attached)	September 26, 2025 - October 02, 2025	\$1,396,570.88
Warrant List 2 (Detail Attached)	October 03, 2025 - October 09, 2025	\$437,376.79
<b>Subtotal Warrants (Detail Attached)</b>		<b>\$1,833,947.67</b>
SSA19 Tax Receipts to CBD Alliance	October 3, 2025	\$3,823.50
<b>Total Warrants</b>		<b>\$1,837,771.17</b>
<b>Payroll</b>	Pay Period: September 15, 2025 - September 28, 2025 Check Date October 03, 2025	<b>\$1,128,470.72</b>
<b>Total Warrants &amp; Payroll</b>		<b>\$2,966,241.89</b>
IMRF Retirement Fund	October 7, 2025	\$125,666.25
CCMSI Workers Comp Claims	September 29, 2025	\$1,039.13
CCMSI Workers Comp Claims	October 6, 2025	\$999.13
Amazon Capital Services	October 2, 2025	\$4,533.84
IPBC Medical/Dental Premium	October 1, 2025	\$612,233.99
West Government Services	October 9, 2025	\$581.70
Elrod Friedman LLP - Legal Services	October 9, 2025	\$66,829.36
Elrod Friedman LLP - Legal Services	October 9, 2025	\$156.00
Univar Solutions USA	October 2, 2025	\$553.20
J.P. Morgan Chase Commercial Card	October 9, 2025	\$17,589.74
J.P. Morgan Chase Visa Costco Card	October 9, 2025	\$1,196.37
<b>Total Wires</b>		<b>\$831,378.71</b>
<b>Total Submitted for Approval</b>		<b>\$3,797,620.60</b>

Purchases are made consistent with the City’s purchasing policy. This policy provides that “when all other terms and conditions are equal, preference will be given to vendors whose businesses are located in Highland Park. However, this preference will not adversely affect quality, service, or price consideration.”

**Attachments:**

1. Warrant List and Wire Transfers from September 26, 2025 to October 09, 2025. PDF

Warrant List  
City of Highland Park

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
419492	10/02/25	38724	ADVANCED LUBRICATION	40522	20250002	SUPPLIES	WP	\$713.35
							<b>Total</b>	<b>\$713.35</b>
419493	10/02/25	35986	ADVANCED WEIGHING SYSTEMS	40588	20252689	TRUCK SCALE FEES	PD	\$137.20
							<b>Total</b>	<b>\$137.20</b>
419494	10/02/25	38327	AEP ENERGY	1853110		SRVS @ 632 ROGER WILLIAMS AVE	FIN	\$201.68
				1853224		SRVS @ 100 HIAWATHA TRL	FIN	\$39.72
				1853326		SRVS @ 0 CENTRAL DEERFIELD	FIN	\$2,145.04
				1901730		SRVS @ 0 OLD MILL SKOKIE	FIN	\$19,343.02
							<b>Total</b>	<b>\$21,729.46</b>
419495	10/02/25	14419	AIR ONE EQUIPMENT	40503	20251208	EQUIPMENT	FD	\$1,145.00
							<b>Total</b>	<b>\$1,145.00</b>
419496	10/02/25	39091	ALYSSA KNOBEL	40572	20250630	CRISIS COMMUNICATIONS	CMO	\$150.00
							<b>Total</b>	<b>\$150.00</b>
419497	10/02/25	39403	ARMS SECURITY	30556	20241799	SECURITY SERVICES RAVINIA FOOD TRUCK THURSDAYS	CMO	\$874.50
				30561	20242150	SECURITY SERVICES PORT CLINTON CONCERTS	CMO	\$699.60
							<b>Total</b>	<b>\$1,574.10</b>
419498	10/02/25	39403		40488	20252115	SECURITY SERVICES FOOD TRUCK THURSDAYS	CMO	\$699.60
				40489	20252149	SECURITY DOWNTOWN CONCERTS	CMO	\$396.00
				40490	20252149	SECURITY DOWNTOWN CONCERTS	CMO	\$198.00
				40553	20252149	SECURITY DOWNTOWN CONCERTS	CMO	\$643.50
							<b>Total</b>	<b>\$1,937.10</b>
419499	10/02/25	34391	B & F CONSTRUCTION CODE	40540	20252704	R - INSPECTION SERVICES	BLDG	\$813.44
							<b>Total</b>	<b>\$813.44</b>
419500	10/02/25	5885	BAXTER WOODMAN	40541	20250515	R - PLAN REVIEW SERVICES	PLAN	\$1,205.00
				40555	20252471	HAVENWOOD AVE	ENG	\$20,240.75
							<b>Total</b>	<b>\$21,445.75</b>
419501	10/02/25	38677	BOWMAN CONSULTING	40494	20250840	MISC SERVICE	ENG	\$2,595.03
				40495	20251613	LINDEN AVE WM	ENG	\$1,375.00
				40496	20250872	MISC SERVICE	ENG	\$7,788.28

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							<b>Total</b>	<b>\$11,758.31</b>
419502	10/02/25	37558	BP LAWN SPRINKLERS	40497	20252555	SPRINKLER REPAIR	ENG	\$420.00
							<b>Total</b>	<b>\$420.00</b>
419503	10/02/25	38693	CHICAGO LAND AGENCY	40536	20252849	R - REAL ESTATE TRANSFER STAMP	FIN	\$28,515.00
							<b>Total</b>	<b>\$28,515.00</b>
419504	10/02/25	23349	CINTAS #22	40523	20250365	UNIFORM RENTAL	WP	\$63.47
							<b>Total</b>	<b>\$63.47</b>
419505	10/02/25	23349		40437	20250151	UNIFORM RENTAL	FLEET	\$123.77
				40438	20250251	UNIFORM RENTAL	TRNST	\$15.97
				40439	20250385	UNIFORM RENTAL	FACIL	\$27.69
				40441	20250396	UNIFORM RENTAL	SEWER	\$78.29
				40442	20250248	UNIFORM RENTAL	STR	\$92.38
				40443	20250247	UNIFORM RENTAL	WTRDS	\$78.72
				40504	20250114	UNIFORM RENTAL	FD	\$6.04
				40582	20250326	UNIFORM RENTAL	PD	\$6.84
				40583	20250326	UNIFORM RENTAL	PD	\$12.39
				40584	20250326	UNIFORM RENTAL	PD	\$12.39
							<b>Total</b>	<b>\$454.48</b>
419506	10/02/25	2020	CIORBA GROUP	40498	20250874	PED BRIDGE OVER 41	ENG	\$14,564.01
							<b>Total</b>	<b>\$14,564.01</b>
419507	10/02/25	14137	CIVILTECH ENGINEERING	40499	20251848	HP SR CENTER	ENG	\$30,298.76
							<b>Total</b>	<b>\$30,298.76</b>
419508	10/02/25	26496	COMCAST CABLE	40505	20251048	INTERNET CITYWIDE INTERNET SERVICE	CS	\$3,993.04
				40506	20250948	INTERNET BACKUP PD	CS	\$174.92
				40574	20251048	CITYWIDE INTERNET SERVICE	CS	\$141.99
				40585	20250158	UTILITIES INTERNET	PD	\$37.84
							<b>Total</b>	<b>\$4,347.79</b>
419509	10/02/25	26496		40507	20250946	INTERNET ACCESS WATER PLANT	CS	\$137.80
							<b>Total</b>	<b>\$137.80</b>
419510	10/02/25	11799	COMMISSION LAKE COUNTY STORMWATER MGMT	40502	20252813	IWEA-SAM WORKSHOP	ENG	\$100.00

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							<b>Total</b>	<b>\$100.00</b>
419511	10/02/25	35430	COMMONWEALTH EDISON	1840627		SRVS @ 500 HAZEL AVE	FIN	\$36.63
				1840829		SRVS @ 777 N ST JOHNS AVE	FIN	\$36.71
							<b>Total</b>	<b>\$73.34</b>
419512	10/02/25	33313	CONRAD POLYGRAPH	40575	20251689	EXAM POLYGRAPHS	HLTH	\$675.00
							<b>Total</b>	<b>\$675.00</b>
419513	10/02/25	28796	COPENHAVER CONSTRUCTION	40500	20252259	LINDEN WM	ENG	\$266,996.02
							<b>Total</b>	<b>\$266,996.02</b>
419514	10/02/25	38822	DAVEY RESOURCE GROUP	40570	20250015	SOFTWARE SUBSCRIPTION	FORST	\$2,100.00
							<b>Total</b>	<b>\$2,100.00</b>
419515	10/02/25	38347	RJS UNITED	40552	20252021	EVENTS DOWNTOWN BANNERS SIGNBOARDS	CMO	\$100.00
							<b>Total</b>	<b>\$100.00</b>
419516	10/02/25	32102	EPIC BUSINESS ESSENTIALS	40529	20250021	SUPPLIES	PW	\$13.20
							<b>Total</b>	<b>\$13.20</b>
419517	10/02/25	19204	PARAMEDIC SERVICES ILLINOIS	40542	20252395	R - PLAN REVIEW SERVICES	PLAN	\$340.00
				40543	20252395	R - PLAN REVIEW SERVICES	PLAN	\$530.00
				40545	20252395	R - PLAN REVIEW SERVICES	PLAN	\$1,280.00
				40546	20252395	R - PLAN REVIEW SERVICES	PLAN	\$1,301.00
				40547	20252395	R - PLAN REVIEW SERVICES	PLAN	\$310.00
				40548	20252395	R - PLAN REVIEW SERVICES	PLAN	\$600.00
							<b>Total</b>	<b>\$4,361.00</b>
419518	10/02/25	40148	FLORO FLOSI	40537	20252747	BUILDING MAINTENANCE	WP	\$1,650.00
							<b>Total</b>	<b>\$1,650.00</b>
419519	10/02/25	36284	FLUID AIRE DYNAMICS	40517	20252167	EQUIPMENT SUPPLIES	WP	\$962.00
				40518	20252264	EQUIPMENT SUPPLIES	WP	\$923.73
							<b>Total</b>	<b>\$1,885.73</b>
419520	10/02/25	33100	FOSTER COACH SALES	40556	20252666	SUPPLIES	FD	\$130.37
							<b>Total</b>	<b>\$130.37</b>
419521	10/02/25	40019	GENUINE PARTS	40557	20252043	SUPPLIES	FD	\$43.49
				40558	20252043	SUPPLIES	FD	\$62.30

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				40579	20251959	SUPPLIES	PD	\$32.45
							<b>Total</b>	<b>\$138.24</b>
419522	10/02/25	20187	HAGG PRESS	40514	20252020	PRINTING	SNR	\$2,739.00
							<b>Total</b>	<b>\$2,739.00</b>
419523	10/02/25	474	HIGHLAND PARK ELECTRIC	40573	20251398	EVENTS DOWNTOWN GENERATORS FUEL	CMO	\$6,893.50
							<b>Total</b>	<b>\$6,893.50</b>
419524	10/02/25	1326	HIGHLAND PARK FORD	40512	20251934	OUTSIDE REPAIRS	PD	\$504.30
				40559	20251423	SUPPLIES	FD	\$30.25
				40560	20251423	SUPPLIES	FD	\$30.92
				40580	20252356	VEHICLE PARTS	PD	\$288.38
				40586	20252356	VEHICLE PARTS	PD	\$70.07
				40587	20252356	VEHICLE PARTS	PD	\$491.89
							<b>Total</b>	<b>\$1,415.81</b>
419525	10/02/25	18168	HIGHLAND PARK HOSPITAL	40562	20251337	EDUCATION TRAINING	FD	\$2,750.00
							<b>Total</b>	<b>\$2,750.00</b>
419526	10/02/25	497	H.P. TOPS	40491	20252857	RESIDENT ACADEMY T-SHIRTS	CLRK	\$246.00
							<b>Total</b>	<b>\$246.00</b>
419527	10/02/25	1285	IL CITY/COUNTY MANAGEMENT	40511	20250772	JOB POSTINGS	HLTH	\$50.00
							<b>Total</b>	<b>\$50.00</b>
419528	10/02/25	32200	ILLINOIS HOMICIDE INVESTIGATOR	40513	20252831	ILHIA CONFERENCE NEUMAN CUMBA	PD	\$690.00
							<b>Total</b>	<b>\$690.00</b>
419529	10/02/25	34837	INTERDEV	40577	20250355	PROFESSIONAL SERVICES	PD	\$5,898.90
							<b>Total</b>	<b>\$5,898.90</b>
419530	10/02/25	6346	ILLINOIS SECRETARY STATE	40534	20252781	TITLE PLATES	PD	\$190.00
							<b>Total</b>	<b>\$190.00</b>
419531	10/02/25	39902	JOHN M HOCK	40589	20252872	SHAUGHNESSY INV TRAINING	PD	\$250.00
							<b>Total</b>	<b>\$250.00</b>
419532	10/02/25	40092	JOYCE E HAWORTH	40566	20252743	R - BRUNCH LEARN	SNR	\$225.00
							<b>Total</b>	<b>\$225.00</b>
419533	10/02/25	31064	JUDITH STERN FRIEDMAN	40576	20251896	R - ACTIVITIES FLORAL DESIGN WORKSHOP	SNR	\$137.57
							<b>Total</b>	<b>\$137.57</b>

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419534	10/02/25	33275	JX ENTERPRISES	40563	20252602	SUPPLIES	FD	\$89.97
							<b>Total</b>	<b>\$89.97</b>
419535	10/02/25	12845	LAI	40519	20252574	PARTS	WP	\$571.64
							<b>Total</b>	<b>\$571.64</b>
419536	10/02/25	1309	LAKE COUNTY CLERK RECORDING	40550	20250440	R - RECORDING FEES	PLAN	\$400.00
							<b>Total</b>	<b>\$400.00</b>
419537	10/02/25	39858	LINDE GAS	40564	20252178	OXYGEN SUPPLIES	FD	\$59.27
				40565	20252178	OXYGEN SUPPLIES	FD	\$142.09
							<b>Total</b>	<b>\$201.36</b>
419538	10/02/25	697	MENONI MOCOgni	40531	20250041	MATERIAL HAULING	FORST	\$400.00
				40535	20252635	CONCRETE	STR	\$1,097.20
							<b>Total</b>	<b>\$1,497.20</b>
419539	10/02/25	749	MUTUAL ACE HARDWARE	40525	20250014	SUPPLIES	FORST	\$5.93
				40530	20250085	SUPPLIES	WTRDS	\$17.98
				40532	20250085	SUPPLIES	WTRDS	\$27.00
				40539	20250014	SUPPLIES	FORST	\$27.68
							<b>Total</b>	<b>\$78.59</b>
419540	10/02/25	4218	NORTH SHORE GAS	1901025		SRVS @ 525 CENTRAL AVE	FIN	\$14.39
				1901124		SRVS @ 0 OLD MILL	FIN	\$1.13
				1901423		SRVS @ 977 VILLAS CT	FIN	\$91.54
				1901624		SRVS @ 2035 RICHFIELD AVE	FIN	\$46.77
							<b>Total</b>	<b>\$153.83</b>
419541	10/02/25	7789	ONCE UPON A BAGEL	40567	20252323	R - ACTIVITIES BRUNCH LEARN	SNR	\$179.90
							<b>Total</b>	<b>\$179.90</b>
419542	10/02/25	2	PETER BAKER	40493	20252393	MFT STREET	ENG	\$921,818.60
				40527	20252634	ASPHALT	STR	\$327.68
				40528	20252634	ASPHALT	STR	\$173.44
							<b>Total</b>	<b>\$922,319.72</b>
419543	10/02/25	34396	RIPPLE PUBLIC RELATIONS	40492	20250642	SSA - 17 RETAINER	CMO	\$4,125.00
							<b>Total</b>	<b>\$4,125.00</b>
419544	10/02/25	14680	ROWELL CHEMICAL	40520	20252450	CHEMICAL SUPPLIES	WP	\$11,007.07

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							<b>Total</b>	<b>\$11,007.07</b>
419545	10/02/25	16787	SCOTT LEVENFELD	40554	20250287	LEGAL SERVICES	LEGL	\$1,150.00
							<b>Total</b>	<b>\$1,150.00</b>
419546	10/02/25	1448	SECRETARY STATE VEHICLE	40533	20252782	TITLE REGISTRATION	PD	\$173.00
							<b>Total</b>	<b>\$173.00</b>
419547	10/02/25	20161	SKOKIE VALLEY LAUNDRY	40515	20251793	SUPPLIES LAUNDRY UNIFORMS	SNR	\$496.35
							<b>Total</b>	<b>\$496.35</b>
419548	10/02/25	24595	SPECIAL PROJECT STAFFING SALEM	40551	20252390	TEMPORARY CLERICAL HELP	PLAN	\$865.28
							<b>Total</b>	<b>\$865.28</b>
419549	10/02/25	40177	STEVE AMY LAUER	40501	20252854	EQUIPMENT SERVICES	ENG	\$737.48
							<b>Total</b>	<b>\$737.48</b>
419550	10/02/25	1005	THE ART CENTER HIGHLAND PARK	40516	20251046	R - CLASSES ART	SNR	\$1,411.20
							<b>Total</b>	<b>\$1,411.20</b>
419551	10/02/25	22779	TYLER TECHNOLOGIES	40509	20251400	SOFTWARE IMPLEMENTATION	CS	\$2,560.00
				40510	20251400	SOFTWARE IMPLEMENTATION	CS	\$1,280.00
							<b>Total</b>	<b>\$3,840.00</b>
419552	10/02/25	19876	VERIZON WIRELESS	40526	20250520	WATER METER DATA COLLECTORS	WTRDS	\$175.16
							<b>Total</b>	<b>\$175.16</b>
419553	10/02/25	39435	VISTRA INTERMEDIATE	2197024		SRVS @ 0 ST JOHNS AVE	FIN	\$67.58
				2197120		SRVS @ 3430 WESTERN AVE	FIN	\$35.35
				2197224		SRVS @ 50 LOGAN LOOP	FIN	\$798.49
				2197317		SRVS @ 1700 N ST JOHNS AVE	FIN	\$341.88
				2197420		SRVS @ 0 CENTRAL AVE	FIN	\$451.09
				2197921		SRVS @ FIRST ST ELM ST	FIN	\$44.34
				2198023		SRVS @ 600 CENTRAL	FIN	\$1,308.49
				2198120		SRVS @ 1849 GREENBAY	FIN	\$98.74
				2198318		SRVS @ 700 ST. JOHNS	FIN	\$22.31
				2198420		SRVS @ 700 ST. JOHNS B	FIN	\$42.11
				2198621		SRVS @ SE LAUREL AVE	FIN	\$20.77
				2198723		SRVS @ 1377 DEER CREEK PKWY	FIN	\$35.16
				2198824		SRVS @ 0 GREENBAY	FIN	\$161.82

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				2199220		SRVS @ 605 LAUREL AVE	FIN	\$109.72
				2199420		SRVS @ ROGER WILIIAMS	FIN	\$104.04
				2302417		SRVS @ 438 CENTRAL	FIN	\$16.25
				40524	20252249	ELECTRICITY	WP	\$339.50
				40568	20252249	ELECTRICITY	WP	\$2,903.91
				40569	20252249	ELECTRICITY	WP	\$159.63
							<b>Total</b>	<b>\$7,061.18</b>
419554	10/02/25	34483	ZORO TOOLS	40538	20250127	SUPPLIES	WP	\$123.25
							<b>Total</b>	<b>\$123.25</b>
							<b>Total</b>	<b>\$1,396,570.88</b>

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595	10/02/25	39182	AMAZON CAPITAL SERVICES	40301	20252456	SUPPLIES	ENG	\$44.79				
				40323	20250120	OFFICE SUPPLIES	FIN	\$49.98				
				40327	20252490	CLEANING SUPPLIES	HLTH	\$218.13				
				40357	20250992	PROGRAM SUPPLIES	SNR	\$280.80				
				40358	20250992	PROGRAM SUPPLIES	SNR	\$116.46				
				40360	20250993	OFFICE SUPPLIES	SNR	\$7.59				
				40361	20250993	OFFICE SUPPLIES	SNR	\$82.80				
				40382	20250019	SUPPLIES	WP	\$137.93				
				40383	20252461	DEHUMIDIFIER	FACIL	\$2,412.72				
				40384	20250417	SUPPLIES	FACIL	\$280.09				
				40385	20250417	SUPPLIES	FACIL	\$47.94				
				40387	20252422	SUPPLIES	FORST	\$75.89				
				40424	20252576	EDUCATION TRAINING	FD	\$79.98				
				40425	20252561	EQUIPMENT	FD	\$125.93				
				40426	20252601	SUPPLIES	FD	\$84.99				
				40429	20250676	SUPPLIES	PD	\$204.01				
				40430	20252584	SUPPLIES	PD	\$41.99				
				40432	20252488	SUPPLIES	FORST	\$151.04				
				40571	20251177	OFFICE SUPPLIES	FD	\$90.78				
											<b>Total</b>	<b>\$4,533.84</b>
596	10/02/25	36864	UNIVAR SOLUTIONS USA	40521	20250098	CHEMICAL SUPPLIES	WP	\$553.20				
											<b>Total</b>	<b>\$553.20</b>
											<b>Total</b>	<b>\$5,087.04</b>

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Bank code : aphpbt

Warrant	Date	Vendor	Invoice	PO #	Description/Account	Amount	
296574	10/9/2025	039096	CLARK LINDA	Ref000290246	UB REFUND 2030 KIPLING CT	1,597.45	
<b>Total :</b>						<b>1,597.45</b>	
296575	10/9/2025	039097	ROTH YUVAL	Ref000290247	UB REFUND 1782 RICHFIELD AVE	45.73	
<b>Total :</b>						<b>45.73</b>	
<b>2 Vouchers for bank code :</b>		aphpbt				<b>Bank total :</b>	<b>1,643.18</b>
<b>2 Vouchers in this report</b>						<b>Total vouchers :</b>	<b>1,643.18</b>

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419555	10/09/25	40166	DEBBIE KEATING	40390		REFUND - EXTR-2025-02246	BLDG	\$250.00
							<b>Total</b>	<b>\$250.00</b>
419556	10/09/25	40185	247 SERVICES	40606		REFUND - PLMB-2025-01139	FIN	\$500.00
							<b>Total</b>	<b>\$500.00</b>
419557	10/09/25	6066	ABC PRINTING	40667	20250510	PRINTING FORMS	BLDG	\$240.00
							<b>Total</b>	<b>\$240.00</b>
419558	10/09/25	40181	ABIGAIL DANIEL	40608		REFUND - EXTR-2023-00351	FIN	\$500.00
							<b>Total</b>	<b>\$500.00</b>
419559	10/09/25	38352	ADVANCED CLEANING	40750	20250798	JANITORIAL SERVICES	FACIL	\$11,034.22
				40751	20250797	JANITORIAL SERVICES	FACIL	\$3,100.99
							<b>Total</b>	<b>\$14,135.21</b>
419560	10/09/25	14419	AIR ONE EQUIPMENT	40693	20252154	SUPPLIES TURNOUT BOOTS	FD	\$1,963.00
							<b>Total</b>	<b>\$1,963.00</b>
419561	10/09/25	38615	ALFRED BENESCH	40691	20250855	ST JOHNS BRIDGE	ENG	\$14,574.96
							<b>Total</b>	<b>\$14,574.96</b>
419562	10/09/25	36958	ALTA ENTERPRISES	40655	20250237	PARTS	FLEET	\$19.32
							<b>Total</b>	<b>\$19.32</b>
419563	10/09/25	39228	ALVAREZ	40668	20250504	LANDSCAPING SERVICES	PLAN	\$127.72
				40746	20252126	HOURLY GROUNDS	FORST	\$4,354.33
							<b>Total</b>	<b>\$4,482.05</b>
419564	10/09/25	38925	AMERICAN TESTING INSPECTION	40726	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$190.00
				40727	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00
				40729	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$380.00
				40730	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$380.00
				40731	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00
				40732	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00
				40733	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$570.00
				40734	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$190.00
				40735	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$285.00
				40736	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00
				40737	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00

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				40738	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$190.00
				40739	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00
				40740	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$285.00
				40741	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$165.00
				40742	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00
				40743	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$95.00
						<b>Total</b>		<b>\$3,395.00</b>
419565	10/09/25	38925		40728	20250789	R - ELEVATOR INSPECTION SERVICE	PLAN	\$285.00
						<b>Total</b>		<b>\$285.00</b>
419566	10/09/25	26996	ANDERSON LOCK	40753	20252733	LOCKSMITH SERVICES	FACIL	\$2,871.95
						<b>Total</b>		<b>\$2,871.95</b>
419567	10/09/25	45	RENTOKIL NORTH	40749	20250752	PEST CONTROL	FACIL	\$395.03
				40752	20250747	PEST CONTROL	FACIL	\$125.00
						<b>Total</b>		<b>\$520.03</b>
419568	10/09/25	38917	ANTARCTIC MECHANICAL	40800	20252599	LIFE SAFETY INSPECTION	WP	\$1,600.00
				40801	20252605	LIFE SAFETY REPAIRS	WP	\$3,995.00
						<b>Total</b>		<b>\$5,595.00</b>
419569	10/09/25	33921	APPLIED CONCEPTS	40723	20252830	REPLACEMENT BATTERY COVERS	PD	\$102.00
						<b>Total</b>		<b>\$102.00</b>
419570	10/09/25	39403	ARMS SECURITY	40682	20252115	SECURITY FOOD TRUCK THURSDAYS	CMO	\$432.63
						<b>Total</b>		<b>\$432.63</b>
419571	10/09/25	39403		40680	20252149	SECURITY DOWNTOWN CONCERTS	CMO	\$396.00
						<b>Total</b>		<b>\$396.00</b>
419572	10/09/25	19823	BEST TECHNOLOGY	40754	20250801	CLEANING SERVICE	FACIL	\$2,400.00
						<b>Total</b>		<b>\$2,400.00</b>
419573	10/09/25	29404	CCMSI	40703	20252251	PROPERTY CASUALTY DEDUCTIBLES	FIN	\$1,405.02
						<b>Total</b>		<b>\$1,405.02</b>
419574	10/09/25	39085	CHC WELLNESS	40707	20250622	WELLNESS PROGRAM TECHNOLOGY FEES	HLTH	\$1,972.00
				40708	20252391	WELLNESS PROGRAM TECHNOLOGY FEES	HLTH	\$1,820.00
						<b>Total</b>		<b>\$3,792.00</b>
419575	10/09/25	23349	CINTAS #22	40610	20250365	UNIFORM RENTAL	WP	\$63.47

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							<b>Total</b>	<b>\$63.47</b>
419576	10/09/25	23349		40611	20250151	UNIFORM RENTAL	FLEET	\$123.77
				40612	20250251	UNIFORM RENTAL	TRNST	\$15.97
				40613	20250385	UNIFORM RENTAL	FACIL	\$27.69
				40614	20250396	UNIFORM RENTAL	SEWER	\$85.43
				40615	20250248	UNIFORM RENTAL	STR	\$84.62
				40616	20250247	UNIFORM RENTAL	WTRDS	\$78.72
				40694	20250114	UNIFORM RENTAL	FD	\$11.59
							<b>Total</b>	<b>\$427.79</b>
419577	10/09/25	14137	CIVILTECH ENGINEERING	40692	20250448	ENG SERVICE	ENG	\$265.36
							<b>Total</b>	<b>\$265.36</b>
419578	10/09/25	31602	CLARK BAIRD SMITH	40816	20250812	LEGAL SERVICES	CMO	\$57.50
							<b>Total</b>	<b>\$57.50</b>
419579	10/09/25	22726	COMMERCIAL TIRE	40650	20251617	TIRES	FLEET	\$145.00
				40651	20251617	TIRES	FLEET	\$590.00
							<b>Total</b>	<b>\$735.00</b>
419580	10/09/25	14821	CORE MAIN	40631	20250402	SUPPLIES	WTRDS	\$1,300.80
							<b>Total</b>	<b>\$1,300.80</b>
419581	10/09/25	34342	COMMUNITY PARTNERS AFFORDABLE HOUSING	40673	20250976	2025 HTF OPERATING	PLAN	\$23,546.25
							<b>Total</b>	<b>\$23,546.25</b>
419582	10/09/25	233	CRAFTWOOD LUMBER	40695	20250178	SUPPLIES	FD	\$17.23
				40755	20250418	SUPPLIES	FACIL	\$4.98
				40756	20250418	SUPPLIES	FACIL	\$58.27
				40757	20250418	SUPPLIES	FACIL	\$26.98
				40758	20250418	SUPPLIES	FACIL	\$38.69
				40759	20250418	SUPPLIES	FACIL	\$11.19
				40760	20250418	SUPPLIES	FACIL	\$23.96
							<b>Total</b>	<b>\$181.30</b>
419583	10/09/25	38347	RJS UNITED	40687	20252896	SSA - 17 CANDY STROLL POSTERS	CMO	\$220.00
				40688	20252021	EVENTS BANNERS DOWNTOWN EVENTS	CMO	\$76.23
							<b>Total</b>	<b>\$296.23</b>

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419584	10/09/25	16005	EL-COR INDUSTRIES	40640	20250061	PARTS	FLEET	\$393.44
				40641	20250061	PARTS	FLEET	\$106.60
						<b>Total</b>	<b>\$500.04</b>	
419585	10/09/25	40171	EZZE SERVICES	40396		REFUND - EXTR-2025-02321	BLDG	\$250.00
							<b>Total</b>	<b>\$250.00</b>
419586	10/09/25	405	FEDEX	40674	20252342	SHIPPING CHARGES	PLAN	\$53.00
							<b>Total</b>	<b>\$53.00</b>
419587	10/09/25	35589	FERGUSON ENTERPRISES	40619	20252474	SUPPLIES	WTRDS	\$3,967.00
							<b>Total</b>	<b>\$3,967.00</b>
419588	10/09/25	19204	PARAMEDIC SERVICES ILLINOIS	40669	20252395	R - PLAN REVIEW SERVICES	PLAN	\$2,060.00
							<b>Total</b>	<b>\$2,060.00</b>
419589	10/09/25	38806	FORCE AMERICA DISTRIBUTING	40657	20252771	REPAIR SERVICES	FLEET	\$24.71
				40658	20252771	REPAIR SERVICES	FLEET	\$642.86
						<b>Total</b>	<b>\$667.57</b>	
419590	10/09/25	23546	GALE CERABONA	40672	20250495	HPC PROFESSIONAL SERVICES MINUTE TAKER	PLAN	\$257.50
							<b>Total</b>	<b>\$257.50</b>
419591	10/09/25	11877	GALLS	40802	20250295	R - PACE OPERATOR UNIFORMS	TRNST	\$22.88
				40803	20250295	R - PACE OPERATOR UNIFORMS	TRNST	\$70.20
				40804	20250295	R - PACE OPERATOR UNIFORMS	TRNST	\$239.20
				40805	20250295	R - PACE OPERATOR UNIFORMS	TRNST	\$66.04
				40806	20250295	R - PACE OPERATOR UNIFORMS	TRNST	\$41.60
						<b>Total</b>	<b>\$439.92</b>	
419592	10/09/25	40019	GENUINE PARTS	40633	20252505	PARTS	FLEET	\$68.08
				40634	20252505	PARTS	FLEET	(\$63.00)
				40635	20252505	PARTS	FLEET	\$125.00
				40636	20252505	PARTS	FLEET	(\$125.00)
				40637	20252505	PARTS	FLEET	\$274.40
				40638	20252505	PARTS	FLEET	(\$126.00)
				40639	20252505	PARTS	FLEET	\$125.00
				40663	20251876	R - PARTS	TRNST	\$74.84
				40664	20251876	R - PARTS	TRNST	\$299.36

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				40665	20251876	R - PARTS	TRNST	\$36.81
				40666	20251876	R - PARTS	TRNST	\$20.34
				40696	20252043	SUPPLIES	FD	\$10.27
				40697	20252043	SUPPLIES	FD	\$23.33
							<b>Total</b>	<b>\$743.43</b>
419593	10/09/25	37548	GFL ENVIRONMENTAL	40719	20252886	OIL FILTER DISPOSAL	PD	\$43.73
							<b>Total</b>	<b>\$43.73</b>
419594	10/09/25	13888	GORDON FLESCH	40814	20251039	MULTI FUNCTION COPIER	CS	\$1,541.26
							<b>Total</b>	<b>\$1,541.26</b>
419595	10/09/25	40082	GORDON HUETHER PARTNERS	40712	20252866	STIPEND DESIGN REMEMBRANCE	CMO	\$2,500.00
							<b>Total</b>	<b>\$2,500.00</b>
419596	10/09/25	28949	GRANICUS	40683	20252744	PROFESSIONAL SERVICES	CLRK	\$4,427.91
							<b>Total</b>	<b>\$4,427.91</b>
419597	10/09/25	315	GREELEY HANSEN	40598	20250793	ENGINEERING SERVICES	WP	\$1,626.40
							<b>Total</b>	<b>\$1,626.40</b>
419598	10/09/25	39990	GREVERS NORTH SHORE LAWNSPRINKLER	40393		REFUND - PLMB-2023-00158	BLDG	\$500.00
							<b>Total</b>	<b>\$500.00</b>
419599	10/09/25	2699	GUY SCOPELLITI	40594	20250103	HOURLY GROUNDS	FORST	\$7,771.30
				40595	20252228	PLANT INSTALLATION	SEWER	\$7,000.00
				40596	20251946	HOURLY GROUNDS	FORST	\$956.00
				40597	20252801	HOURLY GROUNDS	FORST	\$4,010.70
							<b>Total</b>	<b>\$19,738.00</b>
419600	10/09/25	39981	HAL EMALFARB	40628		R - AR - 1135 - 27650 REFUND RETIREMENT	FIN	\$13.70
							<b>Total</b>	<b>\$13.70</b>
419601	10/09/25	39161	HARRIS KAL PRODUCTIONS	40713	20252901	HOLIDAY LIGHTING ENTERTAINERS	CMO	\$895.00
							<b>Total</b>	<b>\$895.00</b>
419602	10/09/25	39202	HARTWIG PLUMBING HEATING	40761	20250751	PLUMBING REPAIRS	FACIL	\$250.00
							<b>Total</b>	<b>\$250.00</b>
419603	10/09/25	30847	HERITAGE CRYSTAL CLEAN	40810	20252845	SUPPLIES OIL	FLEET	\$366.87
							<b>Total</b>	<b>\$366.87</b>

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419604	10/09/25	1326	HIGHLAND PARK FORD	40698	20252519	SUPPLIES	FD	\$163.08		
				40715	20252356	VEHICLE PARTS	PD	\$50.59		
						<b>Total</b>		<b>\$213.67</b>		
419605	10/09/25	29018	HOME DEPOT CREDIT SERVICE	40763	20252070	SUPPLIES	FACIL	\$109.27		
				40764	20250359	SUPPLIES	FACIL	\$124.43		
						<b>Total</b>		<b>\$233.70</b>		
419606	10/09/25	40167	HOYD BUILDERS	40391		REFUND - PLMB-2024-00464	BLDG	\$1,000.00		
								<b>Total</b>		<b>\$1,000.00</b>
419607	10/09/25	18478	IDLEWOOD ELECTRIC	40765	20250422	SUPPLIES	FACIL	\$332.03		
								<b>Total</b>		<b>\$332.03</b>
419608	10/09/25	13192	IL OFFICE STATE FIRE MARSHAL	40766	20252873	BOILER INSPECTIONS	FACIL	\$285.00		
								<b>Total</b>		<b>\$285.00</b>
419609	10/09/25	38915	ILLINOIS DEPARTMENT HEALTHCARE	40699	20252452	R - GEMT PROGRAM	FD	\$65,172.79		
								<b>Total</b>		<b>\$65,172.79</b>
419610	10/09/25	24621	INDUSTRIAL ORGANIZATIONAL SOLUTIONS	40709	20250606	FD WRITTEN EXAMS	HLTH	\$2,625.00		
								<b>Total</b>		<b>\$2,625.00</b>
419611	10/09/25	542	INTERNATIONAL SOCIETY ARBORICULTURE	40625	20252487	MEMBERSHIP DUES	FORST	\$220.00		
						40626	20252487	MEMBERSHIP DUES	FORST	\$220.00
										<b>Total</b>
419612	10/09/25	1430	IRELAND HEATING	40767	20251403	HVAC MAINTENANCE	FACIL	\$1,553.80		
						40768	20251403	HVAC MAINTENANCE	FACIL	\$192.25
								40769	20251951	HVAC MAINTENANCE
										<b>Total</b>
419613	10/09/25	40180	JED STONE	40607		REFUND - PLMB-2023-00015	FIN	\$500.00		
								<b>Total</b>		<b>\$500.00</b>
419614	10/09/25	24057	JOE O'NEILL	40807	20252926	R - SUPPLIES REIMBURSEMENT	FACIL	\$94.77		
								<b>Total</b>		<b>\$94.77</b>
419615	10/09/25	40184	JULIAN GROSS	40690	20252899	HOLIDAY LIGHTING DJ	CMO	\$1,400.00		
								<b>Total</b>		<b>\$1,400.00</b>
419616	10/09/25	37139	KAPLAN PAVING	40605		REFUND - EXTR-2025-02231	FIN	\$500.00		
								<b>Total</b>		<b>\$500.00</b>

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							<b>Total</b>	<b>\$500.00</b>
419617	10/09/25	40172	KAPLAN PAVING	40397		REFUND - EXTR-2024-00716	BLDG	\$250.00
							<b>Total</b>	<b>\$250.00</b>
419618	10/09/25	37243	KRISTI MCCAULOU	40799	20252893	R - IGFOA CONFERENCE EXPENSES	FIN	\$597.81
							<b>Total</b>	<b>\$597.81</b>
419619	10/09/25	39835	KSM PROMOTIONS	40716	20252363	PROMO ITEMS	PD	\$3,250.10
							<b>Total</b>	<b>\$3,250.10</b>
419620	10/09/25	1309	LAKE COUNTY CLERK RECORDING	40676	20250505	R - RECORDING FEES	PLAN	\$862.00
							<b>Total</b>	<b>\$862.00</b>
419621	10/09/25	7917	LEACH ENTERPRISES	40652	20252844	PARTS	FLEET	\$83.81
				40653	20250206	PARTS	FLEET	\$636.81
				40661	20250260	R - PARTS SUPPLIES PACE BUS	TRNST	\$63.99
							<b>Total</b>	<b>\$784.61</b>
419622	10/09/25	37070	LEWIS G. BENDER	40818	20251334	TRAINING SUPERVISORY LEADERSHIP	CMO	\$7,190.00
							<b>Total</b>	<b>\$7,190.00</b>
419623	10/09/25	38891	LEXIPOL	40717	20250705	PROFESSIONAL SERVICES	PD	\$22,209.67
							<b>Total</b>	<b>\$22,209.67</b>
419624	10/09/25	26539	LOGSDON OFFICE	40670	20250501	SUPPLIES	BLDG	\$28.04
							<b>Total</b>	<b>\$28.04</b>
419625	10/09/25	2161	LUND INDUSTRIES	40725	20252907	VEHICLE STRIP	PD	\$950.00
							<b>Total</b>	<b>\$950.00</b>
419626	10/09/25	3546	M.E. SIMPSON	40745	20252909	EMERGENCY LEAK DETECTION	WTRDS	\$1,825.00
							<b>Total</b>	<b>\$1,825.00</b>
419627	10/09/25	39634	MARK GREENBAUM	33715		REFUND - EXTR-2024-01498	BLDG	\$250.00
							<b>Total</b>	<b>\$250.00</b>
419628	10/09/25	39983	MARY HAYES	40630		R - AR - 1196 - 27652 REFUND RETIREMENT	FIN	\$7.43
							<b>Total</b>	<b>\$7.43</b>
419629	10/09/25	39949	MATRIX IMAGING SOLUTIONS	40786	20251311	WATER BILL POSTAGE	FIN	\$2,442.09
							<b>Total</b>	<b>\$2,442.09</b>
419630	10/09/25	33302	MATTHEW GRASSO	40711	20252432	R - TUITION REIMBURSEMENT	CMO	\$869.00

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							<b>Total</b>	<b>\$869.00</b>
419631	10/09/25	3027	MCMASTER-CARR	40648	20252858	PARTS	FLEET	\$530.77
				40649	20252858	PARTS	FLEET	\$519.95
							<b>Total</b>	<b>\$1,050.72</b>
419632	10/09/25	697	MENONI MOCOGNI	40593	20250388	SUPPLIES	SEWER	\$24.75
							<b>Total</b>	<b>\$24.75</b>
419633	10/09/25	16847	METROPOLITAN INDUSTRIES	40744	20252815	LIFT STATION SERVICES	SEWER	\$5,370.00
							<b>Total</b>	<b>\$5,370.00</b>
419634	10/09/25	17623	MUNICIPAL GIS PARTNERS	40621	20250715	GIS SERVICES PROGRAM STAFFING	PW	\$18,027.28
							<b>Total</b>	<b>\$18,027.28</b>
419635	10/09/25	710	MICROSYSTEMS	40677	20251405	RECORD MANAGEMENT SERVICES	PLAN	\$3,279.67
				40678	20251405	RECORD MANAGEMENT SERVICES	PLAN	\$7,571.43
							<b>Total</b>	<b>\$10,851.10</b>
419636	10/09/25	17838	MID AMERICAN WATER WAUCONDA	40747	20251461	SUPPLIES	WTRDS	\$2,525.00
				40748	20252434	SUPPLIES	WTRDS	\$346.81
							<b>Total</b>	<b>\$2,871.81</b>
419637	10/09/25	39000	MORENO LANDSCAPE	40700	20252802	ROUTINE GROUNDS	FORST	\$12,144.00
				40701	20251947	ROUTINE GROUNDS	FORST	\$6,804.00
				40702	20251947	ROUTINE GROUNDS	FORST	\$2,187.00
							<b>Total</b>	<b>\$21,135.00</b>
419638	10/09/25	749	MUTUAL ACE HARDWARE	40591	20250389	SUPPLIES	SEWER	\$29.96
				40592	20250389	CREDIT APPLY 660507	SEWER	(\$2.16)
				40624	20250014	SUPPLIES	FORST	\$38.03
				40654	20250218	PARTS	FLEET	\$1.98
				40771	20250419	SUPPLIES	FACIL	\$6.82
				40772	20250419	SUPPLIES	FACIL	\$10.42
				40773	20252769	SUPPLIES	FACIL	\$43.18
				40775	20252769	SUPPLIES	FACIL	\$32.54
							<b>Total</b>	<b>\$160.77</b>
419639	10/09/25	15041	NCC-PETERSON	40776	20250824	SUPPLIES	FACIL	\$193.85
				40777	20250824	SUPPLIES	FACIL	\$816.68

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							<b>Total</b>	<b>\$1,010.53</b>
419640	10/09/25	40187	NO. SUBURBAN SYNAGOGUE	40627		R - AR - 1367 - 27457 REFUND OVERPAYMENT	FIN	\$190.00
							<b>Total</b>	<b>\$190.00</b>
419641	10/09/25	36922	NORTH SHORE AUTO SPA	40718	20252887	CAR WASHES	PD	\$220.00
							<b>Total</b>	<b>\$220.00</b>
419642	10/09/25	33907	NORTHWEST TRUCKS	40645	20251529	PARTS	FLEET	\$114.29
							<b>Total</b>	<b>\$114.29</b>
419643	10/09/25	30060	NSN EMPLOYER	40817	20250569	UNEMPLOYMENT ADMINISTRATION	CMO	\$359.29
							<b>Total</b>	<b>\$359.29</b>
419644	10/09/25	38930	PACE ANALYTICAL	40600	20252685	PROFESSIONAL SERVICES	WP	\$1,200.00
				40601	20250767	PROFESSIONAL SERVICES	WP	\$131.50
							<b>Total</b>	<b>\$1,331.50</b>
419645	10/09/25	837	PARK DISTRICT HIGHLAND PARK	40710	20252895	MEMBERSHIP DUES	HLTH	\$222.00
							<b>Total</b>	<b>\$222.00</b>
419646	10/09/25	39982	PATRICIA GINNELLY	40629		R - AR - 1167 - 27651 REFUND RETIREMENT	FIN	\$7.43
							<b>Total</b>	<b>\$7.43</b>
419647	10/09/25	2	PETER BAKER	40622	20252634	ASPHALT	STR	\$284.16
				40623	20252634	ASPHALT	STR	\$517.12
							<b>Total</b>	<b>\$801.28</b>
419648	10/09/25	39016	PITNEY BOWES	40778	20250450	POSTAGE MACHINES LEASE	FACIL	\$592.62
				40779	20250450	POSTAGE MACHINES LEASE	FACIL	\$310.20
				40780	20250450	SUPPLIES	FACIL	\$166.10
							<b>Total</b>	<b>\$1,068.92</b>
419649	10/09/25	40183	PRINCESS PARTY CHICAGO	40714	20252900	HOLIDAY LIGHTING ENTERTAINERS	CMO	\$600.00
							<b>Total</b>	<b>\$600.00</b>
419650	10/09/25	16691	RECORD-A-HIT	40685	20252882	ENTERTAINERS HOLIDAY LIGHTING	CMO	\$1,192.50
							<b>Total</b>	<b>\$1,192.50</b>
419651	10/09/25	24500	REYES MONTEMAYOR	40724	20252908	R - REIMBURSEMENT SUPPLIES	PD	\$173.56
							<b>Total</b>	<b>\$173.56</b>
419652	10/09/25	40165	RICK SMITH	40389		REFUND - EXTR-2024-01183	BLDG	\$750.00

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							<b>Total</b>	<b>\$750.00</b>
419653	10/09/25	34396	RIPPLE PUBLIC RELATIONS	40686	20250998	EVENT RETAINER	CMO	\$6,000.00
							<b>Total</b>	<b>\$6,000.00</b>
419654	10/09/25	923	MICHAEL WHITNEY DRAEGERT	40642	20250226	DOT INSPECTIONS	FLEET	\$565.00
				40662	20250224	R - SAFETY LANE TESTING PACE BUSES	TRNST	\$106.50
							<b>Total</b>	<b>\$671.50</b>
419655	10/09/25	25207	RUSH TRUCK CENTER	40643	20251069	PARTS	FLEET	\$18.74
				40644	20252553	VAC-CON DIAGNOSTIC	FLEET	\$907.03
							<b>Total</b>	<b>\$925.77</b>
419656	10/09/25	11611	SDS HOLDINGS	40617	20250026	UNIFORM SUPPLIES	WP	\$37.69
				40618	20250026	UNIFORM SUPPLIES	WP	\$107.95
				40632	20250242	UNIFORM SUPPLIES	STR	\$250.00
							<b>Total</b>	<b>\$395.64</b>
419657	10/09/25	39632	SHARON BURACK	26056		DEPOSIT REFUND VAR-2023-00012	BLDG	\$324.73
							<b>Total</b>	<b>\$324.73</b>
419658	10/09/25	12533	SHERWIN WILLIAMS	40781	20252397	SUPPLIES	FACIL	\$1,324.44
				40782	20252863	SUPPLIES	FACIL	\$7.83
				40783	20252863	SUPPLIES	FACIL	\$464.30
				40784	20252397	SUPPLIES	FACIL	\$960.89
				40785	20252397	SUPPLIES	FACIL	\$425.17
				40787	20252397	SUPPLIES	FACIL	\$289.50
							<b>Total</b>	<b>\$3,472.13</b>
419659	10/09/25	40083	SITE DESIGN GROUP	40704	20252867	STIPEND DESIGN REMEMBRANCE	CMO	\$2,500.00
							<b>Total</b>	<b>\$2,500.00</b>
419660	10/09/25	24595	SPECIAL PROJECT STAFFING SALEM	40671	20252390	TEMPORARY CLERICAL HELP	PLAN	\$1,081.60
							<b>Total</b>	<b>\$1,081.60</b>
419661	10/09/25	26883	STAPLES CREDIT PLAN	40721	20250885	SUPPLIES	PD	\$53.90
				40722	20250885	SUPPLIES	PD	\$44.90
				40788	20250357	SUPPLIES	FACIL	\$309.49
				40789	20252595	SUPPLIES	FACIL	\$430.73
				40790	20252595	SUPPLIES	FACIL	\$169.98

Warrant List  
City of Highland Park

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
				40795	20250122	OFFICE SUPPLIES	FIN	\$190.27
							<b>Total</b>	<b>\$1,199.27</b>
419662	10/09/25	40094	STUDIO STIGSGAARD	40705	20252868	STIPEND DESIGN REMEMBRANCE	CMO	\$2,500.00
							<b>Total</b>	<b>\$2,500.00</b>
419663	10/09/25	40084	SWA GROUP	40706	20252869	STIPEND DESIGN REMEMBRANCE	CMO	\$2,500.00
							<b>Total</b>	<b>\$2,500.00</b>
419664	10/09/25	583	THE KNOX	40770	20252767	SUPPLIES	FACIL	\$291.00
							<b>Total</b>	<b>\$291.00</b>
419665	10/09/25	39807	THOMAS SCHROEDER	40798	20252892	R - IGFOA CONFERENCE EXPENSES	FIN	\$695.34
							<b>Total</b>	<b>\$695.34</b>
419666	10/09/25	34926	TKG ENVIRONMENTAL	40602	20251233	STREET SWEEPING	STR	\$600.00
				40620	20251233	STREET SWEEPING	STR	\$600.00
							<b>Total</b>	<b>\$1,200.00</b>
419667	10/09/25	38612	TLF*FLORAL GARDENS	40675	20252884	FLORAL ARRANGEMENT	PLAN	\$99.00
							<b>Total</b>	<b>\$99.00</b>
419668	10/09/25	39984	TMK HAWK PARENT	40689	20251736	KITCHEN EQUIPMENT 1201 PAW	CMO	\$65,307.60
				40813	20251905	1201 PAW W WALKIN INSTALLATION	CMO	\$15,066.40
							<b>Total</b>	<b>\$80,374.00</b>
419669	10/09/25	39584	TOTAL PAVING BRICK SERVICE	29626		DEPOSIT APPROACH EXTR 2023-00091	BLDG	\$500.00
							<b>Total</b>	<b>\$500.00</b>
419670	10/09/25	1749	PATSON	40646	20252853	PARTS	FLEET	\$2,216.87
				40647	20251371	PARTS	FLEET	\$49.04
							<b>Total</b>	<b>\$2,265.91</b>
419671	10/09/25	15397	HD SUPPLY	40609	20250391	SUPPLIES	SEWER	\$790.90
							<b>Total</b>	<b>\$790.90</b>
419672	10/09/25	31841	USIC LOCATING	40603	20250877	UTILITY LOCATES	WTRDS	\$2,161.01
				40604	20250795	UTILITY LOCATES	WTRDS	\$12,308.99
							<b>Total</b>	<b>\$14,470.00</b>
419673	10/09/25	38898	VERIZON	40656	20250401	GPS SERVICES	FLEET	\$751.12
							<b>Total</b>	<b>\$751.12</b>
419674	10/09/25	19876	VERIZON WIRELESS	40815	20252674	POTSOLVE LINES 911 CALL BOX ELEVATOR	CS	\$580.14

Warrant List  
City of Highland Park

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							<b>Total</b>	<b>\$580.14</b>
419675	10/09/25	38896	WEX BANK	40659	20251922	WEX FUEL CARDS	FLEET	\$82.00
				40660	20251922	WEX FUEL CARDS	FLEET	(\$7.79)
							<b>Total</b>	<b>\$74.21</b>
419676	10/09/25	15432	WHOLESALE DIRECT	40590	20251577	PARTS	FLEET	\$102.81
							<b>Total</b>	<b>\$102.81</b>
419677	10/09/25	34483	ZORO TOOLS	40791	20252188	SUPPLIES	FACIL	\$157.44
				40792	20252678	SUPPLIES	FACIL	\$127.98
				40796	20252188	SUPPLIES	FACIL	\$13.72
				40797	20252678	SUPPLIES	FACIL	\$136.35
							<b>Total</b>	<b>\$435.49</b>
							<b>Total</b>	<b>\$435,733.61</b>

Warrant List  
City of Highland Park

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
598	10/09/25	37940	ELROD FRIEDMAN	40679	20250288	LEGAL SERVICES	LEGL	\$66,829.36
				40681	20250288	PROFESSIONAL SERVICES	LEGL	\$156.00
599	10/09/25	32860	JPMORGAN CHASE MASTERCARD	40774		SEPTEMBER 2025 CREDIT CARD	FIN	\$17,589.74
							<b>Total</b>	<b>\$17,589.74</b>
600	10/09/25	36932	VISA FLEX PROGRAM COMMERCIAL	40811	20250416	SUPPLIES	FACIL	\$191.92
				40812	20252843	SUPPLIES	FACIL	\$1,004.45
601	10/09/25	30071	WEST GOVERNMENT SERVICES	40720	20250039	EQUIPMENT SUBSCRIPTION SERVICES	PD	\$581.70
							<b>Total</b>	<b>\$581.70</b>
							<b>Total</b>	<b>\$86,353.17</b>

# Staff Report



**Meeting Date:** October 20, 2025

**Staff Contact:** Jennifer Dotson, Executive Assistant to the Mayor and City Manager

**Department:** City Manager's Office

**Title:** October 2025 is the 80th Anniversary of National Disability Employment Awareness Month

**Recommendation:**

It is recommended the attached Proclamation be approved in order to recognize the month of October and commemorate the 80th anniversary of National Disability Employment Awareness Month.

**Attachments:**

1. 2025 NDEAM 80th Anniversary of National Disability Awareness Month v3

# City of Highland Park Mayoral Proclamation



## Recognizing and Commemorating the 80<sup>th</sup> Anniversary of National Disability Employment Awareness Month

*WHEREAS*, on October 2025 marks the 80<sup>th</sup> anniversary of National Disability Employment Awareness Month (NDEAM); and

*WHEREAS*, The purpose of NDEAM is to raise awareness of disability employment and celebrate the many and varied contributions of America's workers with disabilities; and

*WHEREAS*, The history of NDEAM traces back to 1945, when it began as a weeklong recognition of people with physical disabilities; and

*WHEREAS*, Later, NDEAM was expanded to a full month and evolved to include all people with disabilities, including those with mental health conditions and other nonobvious disabilities, acknowledging the importance of increasing their access to employment; and

*WHEREAS*, Workplaces welcoming of the talents of all people, including people with disabilities, including those with mental health conditions and other nonobvious disabilities, are a critical part of our efforts to build a strong economy; and

*WHEREAS*, Activities during this month will reinforce the value and talent people with disabilities, including those with mental health conditions and other nonobvious disabilities, add to our workplaces and communities and affirm Highland Park's commitment to ensuring that all people, including disabled workers, have the opportunity to find meaningful work.

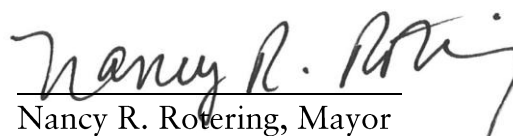
*NOW, THEREFORE, I, NANCY R. ROTERING*, Mayor of the City of Highland Park, and the City Council of the City of Highland Park, Lake County, Illinois, do hereby recognize the month of October and commemorate the 80<sup>th</sup> anniversary of

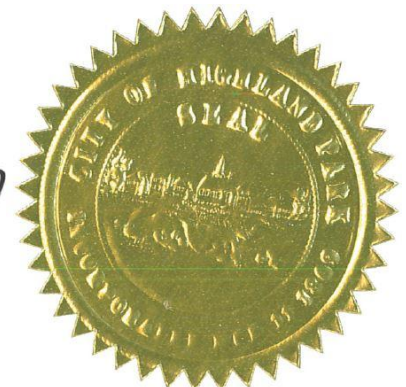
## National Disability Employment Awareness Month

and call upon employers, schools, and other community organizations in Highland Park to help ensure that workers with disabilities have the opportunity to find meaningful work every month of every year. The City of Highland Park pledges to continue to take steps throughout the year to recruit, hire, retain, and advance individuals with disabilities and work to pursue the goals of opportunity, full participation, economic self-sufficiency, and independent living for people with disabilities, including those with mental health conditions and other non-obvious disabilities.

Dated this 20<sup>th</sup> day of October 2025.

  
Ghida S. Neukirch, City Manager & City Clerk

  
Nancy R. Rotering, Mayor



# Staff Report



**Meeting Date:** October 20, 2025  
**Staff Contact:** Kristi McCaulou, Finance Director  
**Department:** Finance Department

**Title:** 2026 Proposed Budget Department Staff Reports

**Recommendation:**

Attached are 2026 Proposed Budget Department Staff Reports, which include highlights of the six City department budgets: Administration (City Manager's Office), Community Development, Finance, Fire, Police and Public Works. The information is provided to the Council and public consistent with the City's budget schedule. The information is also consistent with the information presented in the FY2026 Proposed Budget.

**Policy Consideration:**

The Proposed Budget has been submitted to the Mayor and City Council for their review, elements of the budget have been presented at public budget workshops, and the City Manager and Finance Director have held 1:1 meetings with each official to discuss components of the proposed budget. No presentation is planned at the City Council meeting. Questions about the City's budget should be directed to City Manager Neukirch or Finance Director McCaulou.

Following approval of the proposed budget, staff will provide public communication about the budget highlighting the City's updated mission, values, objectives and plans for Fiscal Year 2026. We will also advance focused news items to provide information about key projects, services and initiatives, particularly as they align with the City's six priorities.

Next Steps

- Nov. 3 Proposed Budget on website
- Nov. 10 Public Hearing for Budget
- Nov. 24 Public Hearing for Tax Levy
- Nov. 24 Budget Adopted
- Dec. 15 Tax Levy Approved

**Core Priorities:**

**Attachments:**

1. 01 CM Budget Staff Report
2. 02 FN Budget Staff Report
3. 03 PD Budget Staff Report
4. 04 FD Budget Staff Report
5. 05 CD Budget Staff Report
6. 06 PW Budget Staff Report

**Date:** October 20, 2025  
**To:** Mayor Nancy R. Rotering  
City Council Members  
**From:** Erin Jason, Assistant City Manager  
Emily Taub, Assistant City Manager  
**Copy to:** Ghida S. Neukirch, City Manager  
Kristi McCaulou, Finance Director  
**Subject:** Budget 2026 - City Manager's Office

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Mayor and City Council Members:

This is a City Manager's Office Department 2026 Budget Summary. Additional information is included in the draft budget document previously distributed to you and to be potentially included in the proposed budget document to be distributed to you on October 31, 2025, prior to publication to the public on November 3, 2025.

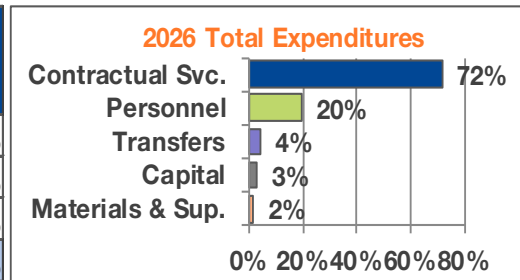
### **Objectives**

1. Effectively manage a \$142 million balanced budget, 120+ major projects, and six departments, meeting and exceeding the needs of over 30,000 residents while continuing to pursue trauma informed approaches to ongoing resiliency efforts.
2. Support enhancements to the City's internal inclusion policies and initiatives.
3. Continue actively pursuing opportunities for economic development and environmental sustainability in line with the City's Core Priorities.
4. Continue implementing the City's Sustainability Plan and progress toward the City's GHG reduction target.
5. Continue to develop and implement a plan to enhance the accessibility of City communications.
6. Organize business forums on various topics, including how to better leverage regional assets.
7. Advance the City's business development strategic plan including administration of incentive programs, assisting new and existing businesses, and relationship building.
8. Pursue intergovernmental agreements to share resources, conduct joint purchasing, reduce expenses, and continuously improve efficiencies among City and partner organizations.
9. Partner with Finance and Public Works to develop a long-term plan for the repair and conservation of the City's public art collection.
10. Continue review of City Code and business license applications; recommending updates to increase accessibility and promote business friendly practices.
11. Continue enhancing the planning, coordination and promotion of City-sponsored special events and related permanent infrastructure enhancements.
12. Continue to provide victims of the shooting and their families with dedicated communications, facilitated services and programming, and resources.



**Department Budget**

<i>Expenditures by Fund Type (\$millions)</i>	2026 Bdgt.	Inc. / (Dec.) vs. 2025 Est.	
General Fund	8,520,600	(1,536,400)	-15%
Other Govt. Funds	956,400	(2,085,000)	-69%
Internal Service Funds	8,052,200	599,400	8%
<b>Total All Funds</b>	<b>17,529,200</b>	<b>(3,022,000)</b>	<b>-15%</b>

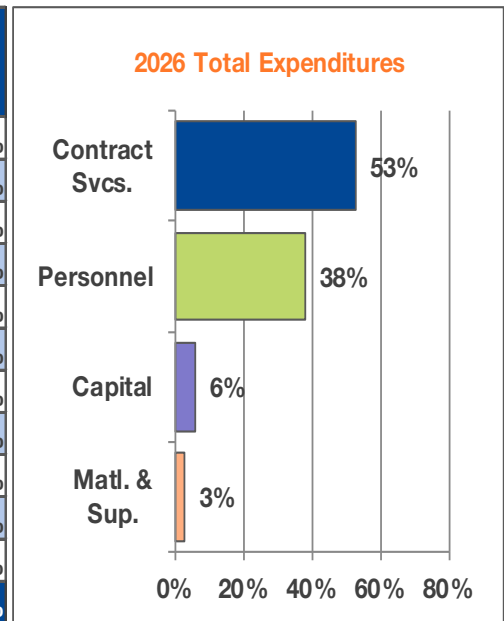


*Notable Budget Comments:*

1. General Fund – City Council, Executive, Resiliency, Human Resources, Communications, Senior Services, City Clerk, Legal Services, Business Development, Special Service Area – SSA, Board of Fire & Police Commissioners.
2. Other Government Funds – Sustainability, Capital Project Fund - Senior Ctr., Tax Increment Fin. – Briergate.
3. Internal Service Funds – Insurance/Wellness Fund.

**General Fund Budget**

<i>Expenditures by Program (\$millions)</i>	2026 Bdgt.	Inc. / (Dec.) vs. 2025 Est.	
City Council	481,900	(4,900)	-1%
CMO Administration	1,155,300	(117,100)	-9%
Human Resources	946,500	105,300	13%
Communications	695,500	23,300	3%
Senior	865,000	51,600	6%
City Clerk	326,900	10,400	3%
Legal Services	930,300	(15,700)	-2%
Business Development	1,979,000	(1,465,000)	-43%
Special Service Area - SSA	220,000	20,000	10%
Resiliency Division	865,300	(123,100)	-12%
Board of Police/Fire Comms.	54,800	(21,100)	-28%
<b>Total General Fund</b>	<b>8,520,500</b>	<b>(1,536,300)</b>	<b>-15%</b>



*General Fund Notable Budget Comments:*

1. Personnel includes the following staffing changes, consistency with the City's compensation plan changes, and anticipated higher insurance costs.

Action	Quantity	Equivalent	Position
Removal	(1.0)	FT	Senior Services Program Coordinator
Addition	1.0	FT	Assistant Manager of Senior Services
Removal	(1.0)	FT	Resiliency Manager
Addition	1.0	FT	Social Services Specialist
Removal	(1.0)	FT	Assistant Human Resources Manager
Addition	1.0	FT	Human Resources Manager
<b>Total</b>	<b>0.0</b>		

2. Human Resources - increases for tuition reimbursement, organizational consulting, employee training, and recruitment costs.
3. Communications - higher programing costs for Octoberfest Sponsorship and America 250 celebration.
4. Senior Services - activities programming costs funded by senior fee revenue.
5. Business Development - reduced boutique incentive funding and lower revenue sharing costs, consistent with the City's business development plan.
6. Board of Police/Fire Commissioners - recruitment costs.
7. Exec., HR, Comms., Clerk, - IT charge reallocation between City divisions due to updated usage data.
8. Resiliency - lower capital, given 2025 security and public safety upgrades.

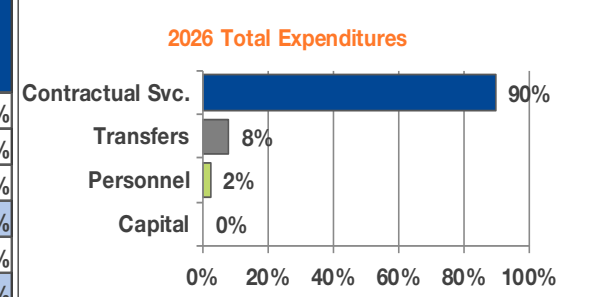
**Memberships**

1. Northwest Municipal Conference - \$15,400
2. Visit Lake County - \$15,000
3. Solid Waste Agency of Lake County - \$15,506
4. Lake County Partners - \$5,000
5. National League of Cities - \$3,800
6. Lake County Municipal League - \$3,000
7. Illinois Municipal League - \$2,040
8. US Conference of Mayors - \$3,950
9. Metropolitan Mayors Caucus - \$1,480
10. ICSC - \$125
11. Municipal Clerks of Lake County - \$60



**Other Funds Budget**

<i>Expenditures by Fund Type (\$millions)</i>	2026 Bdgt.	Inc. / (Dec.) vs. 2025 Est.	
Environmental Sustainability	271,400	17,000	7%
Capital Proj. Fund - Senior Ctr.	-	(2,677,000)	-100%
Tax Increment Fin. - Briergate	685,000	575,000	523%
Other Governmental Funds	956,400	(2,085,000)	-69%
Insurance/Wellness	8,052,200	599,400	8%
<b>Total Internal Service Funds</b>	<b>8,052,200</b>	<b>599,400</b>	<b>8%</b>



*Other Funds Notable Budget Comments:*

1. Environ. Sustain. - Transfer to Eqp. Fund.
2. Capital Project Fund - Senior Center renovation substantially complete in 2024.
3. Insurance/Wellness - Anticipated higher employee insurance costs.

**Tax Increment Financing Fund Budget**

<i>BriergateTIF Fund Summary (\$millions)</i>	2026 Bdgt.	Inc. / (Dec.) vs. 2025 Est.	
Property Tax Increment	1,248,000	38,400	3%
Interest Revenue	57,200	-	0%
<b>Total Revenue</b>	<b>1,305,200</b>	<b>38,400</b>	<b>3%</b>
Transfers	685,000	575,000	523%
<b>Total Expenditures</b>	<b>685,000</b>	<b>575,000</b>	<b>523%</b>
<b>Net Increase/(Decrease)</b>	<b>620,200</b>	<b>(536,600)</b>	<b>-46%</b>
<b>Fund Bal. Beg. of Year</b>	<b>3,198,500</b>	<b>1,156,800</b>	<b>57%</b>
<b>Fund Bal. End of Year</b>	<b>3,818,700</b>	<b>620,200</b>	<b>19%</b>
<b>Fund Bal. % Oper. Exp.</b>	<b>557%</b>		
<b>Fund Bal. % Target</b>	<b>0%</b>		

*Briergate TIF Notable Budget Comments:*

1. Property Tax Increment - The 2026 Budget tax increment is based on the most conservative of three projections developed for the origination of the Briergate TIF. The 2025 Estimate is based on an updated Lake County estimate.
2. Capital expenditures are for Briergate TIF district development assuming full use of available funds in 2027 and future years with specific use of funds subject to potential City or developer project proposal, recommendation by staff if staff deems the project beneficial to TIF district development, and City Council approval.



3. Although the City's Fund Balance Target is 0%, the fund balance can accumulate in anticipation of planned projects, with funds generally not expended prior to fund balance accumulation.

**2026 Training Initiatives**

1. Supervisory Update - Policy and legal update for new and updated laws.
2. Skill Building - Enhance skills of employees through trainings such as business writing, communication and software skills.
3. The 7 Habits of Highly Effective People - Continue to build skills for employees.
4. Harassment Prevention/Diversity/Equity/Inclusion Training
  - a. Continue and build on prior initiatives.
  - b. Compliant with Public Act 101-0221.
5. ALICE Training - Continue to empower employees to make swift and effective decisions as part of active shooter/threat training



**Date:** October 20, 2025  
**To:** Mayor Nancy R. Rotering  
 City Council Members  
**From:** Kristi McCaulou, Finance Director  
**Copy to:** Ghida S. Neukirch, City Manager  
**Subject:** Budget 2026 – Finance Department

Mayor and City Council Members:

This is a Finance Department 2026 Budget Summary. Additional information is included in the draft budget document previously distributed to you and to be potentially included in the proposed budget document to be distributed to you on October 31, 2025, prior to publication to the public on November 3, 2025.

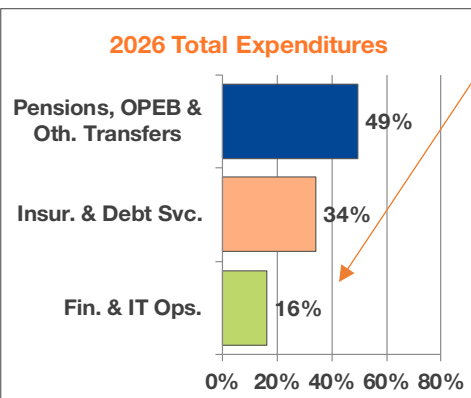
**Objectives**

1. Preserve Aaa credit rating, ensure actuals result in a balanced operating budget, funding is available for capital, and fund balances meet or exceed targets.
2. Issue \$24 million of general obligation bonds and assume a \$7.9 million IEPA loan for City capital projects.
3. Issue GFOA award quality Budget & Financial Report.
4. Achieve an unmodified audit opinion.
5. Support City initiatives for business attraction and retention.
6. Hold voting Board seat and support public safety pension funds and OPEB, including coordination with State for pension funds investment.
7. Hold voting Board seat and support Suburban Liability Insurance Pool (SLIP) initiatives.
8. Continue the City’s ERP software implementation.
9. Continue the City’s long-term IT security plan.
10. Support IT initiatives for all City and across City depts.
11. Continue succession plan and cross-training.

\$millions	2026 Budget			Inc/ (Dec)
	Fin	IT	Total	
Personnel	1,313,100	682,500	1,995,600	157,100
Operating Costs	570,600	964,600	1,535,200	48,000
Capital Expenditures	-	666,000	666,000	(411,400)
<b>Grand Total</b>	<b>1,883,700</b>	<b>2,313,100</b>	<b>4,196,800</b>	<b>(206,300)</b>

**Department Budget**

Expenditures by Program	2026 Budget	2026 Budget vs. 2025 Estimate	
		Incr. / (Decr.)	
Finance Division	1,883,700	128,600	7%
Non-departmental Transfers	5,468,300	(988,100)	-15%
City Insurance	2,743,200	201,200	8%
<b>Total General Fund</b>	<b>10,095,200</b>	<b>(658,300)</b>	<b>-6%</b>
Public Safety Pension Levy	7,259,500	280,200	4%
Debt Service	6,045,100	2,848,800	89%
Information Technology	2,313,000	(334,800)	-13%
<b>Total All Funds</b>	<b>25,712,800</b>	<b>2,135,900</b>	<b>9%</b>



*Notable Budget Comments:*

1. The proposed \$25.7 million budget managed by Finance, includes the City’s contributions to public safety pensions and OPEB, Citywide liability insurance, City-wide debt service, General Fund Transfers to other funds, and Finance and IT operations.
2. 39% of the total, or \$10.1 million, is for the City’s contribution to public safety pensions and OPEB. It is City policy to fund the public safety pension funds to 90% by year 2040, as determined by a third party actuary, and at a higher level, when funds are available. Funding to 90% by 2040 is the Illinois State Statute required funding level for public safety pension funds. The City funds pension contributions from a combination of property tax levy and other sources such as partial state income tax receipts, partial proceeds from the sale of assets when available, and other revenue sources as identified, with a goal of minimizing the impact to the taxpayer. The 2026 budget includes \$9.5 million in City contributions (transfers) to the public safety pension funds, of which \$7.3 million is from property tax levy, accounted for in the Public Safety Pension Levy Fund, and \$2.2 million is from state income tax revenue (LGDF) and personal property replacement tax, accounted for in the General Fund. The \$9.5 million funds the City’s statutory actuarially determined contribution of \$7.3 million and additional contribution of \$2.2 million, with a goal of minimizing the long-term City contribution cost.
3. Finance and IT combined operations costs are expected to be lower than 2025, given lower ERP implementation costs, net of higher personnel and operating costs. Personnel costs are consistent with the City’s compensation plan and higher insurance costs. ERP costs are consistent with the long-term implementation contract previously approved by City Council, although the timing of costs between years has changed due to implementation timing changes. Operating costs changes reflect market prices.
4. The decrease in transfers is due to lower transfer from the General Fund to the Capital fund to pay for capital improvements, consistent with the City’s CIP.
5. City liability insurance of \$2.7 million is higher than 2025 due to anticipated liability insurance cost increase, consistent with pool market changes, although actual market quotes will not be available until December, consistent with recent years. Non-pool market changes would be even higher if the City were not insured within a pool.
6. The Debt Service is consistent with the City's debt service schedule for previously issued debt and new tax leviable debt proposed for 2026 to partially pay for capital improvements.



**Date:** October 20, 2025  
**To:** Mayor Nancy R. Rotering  
 City Council Members  
**From:** Lou Jogmen, Chief of Police  
**Copy to:** Ghida S. Neukirch, City Manager  
 Kristi McCaulou, Finance Director  
**Subject:** Budget 2026 – Police Department

Mayor and City Council Members:

This is a Police Department 2026 Budget Summary. Additional information is included in the draft budget document previously distributed to you and to be potentially included in the proposed budget document to be distributed to you on October 31, 2025, prior to publication to the public on November 3, 2025.

**Objectives**

1. Expand the 10 Shared Principles of Public Safety to other City Departments to support inclusivity and support the City’s initiatives.
2. Continue engaging in community outreach efforts, through individual and organized events, demonstrating a commitment to strong and collaborative relationships with the public.
3. Coordinate traffic and parking education, enforcement, and safety campaigns, including bicycle education and safety initiatives.
4. Further develop the Threat Incident Case Management initiative.
5. Continue enhancing leadership, career development, and succession opportunities.
6. Maintain Illinois Law Enforcement Accreditation Program (ILEAP) certification.

**Department Budget**

<i>Expenditures by Fund Type</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Total General Fund	15,644,800	870,000	6%
Other Governemntal Funds	855,200	200	0%
Total Internal Service Funds	587,600	132,500	29%
<b>Total All Funds</b>	<b>17,087,600</b>	<b>1,002,700</b>	<b>6%</b>

Category	Percentage
Personnel	73%
Contractual Svc.	18%
Transfers	5%
Capital	2%
Materials & Sup.	2%



**General Fund Budget**

<i>Expenditures by Program</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Administration	1,550,900	210,100	16%
Records/Communications	1,729,900	(2,800)	0%
Patrol	8,798,500	849,800	11%
Investigations	2,391,200	(67,200)	-3%
Extra Jobs	547,000	(111,200)	-17%
Traffic/Community Service	532,500	(6,400)	-1%
Parking Enforcement	94,800	(2,300)	-2%
<b>Total General Fund</b>	<b>15,644,800</b>	<b>870,000</b>	<b>6%</b>

*General Fund Notable Budget Comments:*

1. Personnel changes include the addition of a full-time IT Support Specialist replacing a contracted position in the department, and are consistent with the City's compensation plan, collective bargaining requirements, and anticipated higher insurance costs.
2. Admin and Training - higher costs for reallocation of IT Charges between City divisions due to updated usage data.
3. Communications/Records - decrease in expense due to higher professional services for dispatch contract increase net of eliminating contracted IT services.
4. Patrol - higher capital consistent with the City's 10-year CIP and higher equipment charges consistent with Eqp. Fund costs.
5. Investigations - lower full-time labor costs.

**E911/ETSB Fund Budget**

<i>Expenditures</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Personnel	-	-	0%
Operating Costs	26,200	200	1%
Capital, Transfer, Debt	829,000	-	0%
<b>Total Police E911</b>	<b>855,200</b>	<b>200</b>	<b>0%</b>

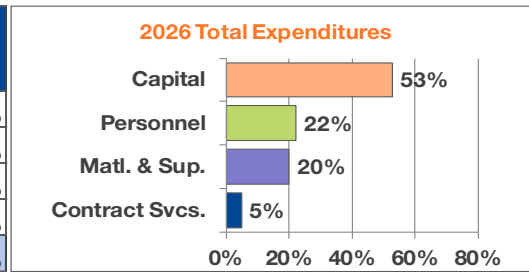
*E911/ETSB Notable Budget Comments:*

1. Surcharge Revenues – Landline and wireless funds from State.
2. Transfers – Contractual obligations for consolidated dispatch & other eligible expenditures incurred in the General Fund.
3. Revenue budget consistent with Glenview dispatch and state guidance.



**Police Equipment Budget**

<i>Expenditures</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Personnel	130,600	8,800	7%
Contractual Services	28,700	100	0%
Materials and Supplies	118,300	900	1%
Capital, Transfer, Debt	310,000	122,700	66%
<b>Total Equipment Fund</b>	<b>587,600</b>	<b>132,500</b>	<b>29%</b>



*Police Equipment Notable Budget Details:*

1. Capital – consistent with City’s 10-Year Capital Improvement Program.
2. 2026: two administrative hybrid vehicles with outfitting, two patrol hybrid vehicles with outfitting and one mechanic vehicle.
3. 2027: three patrol hybrid and two parking enforcement hybrid vehicles.
4. 2028-34: five vehicle replacements per year.



**Date:** October 20, 2025  
**To:** Mayor Nancy R. Rotering  
 City Council Members  
**From:** Joe Schrage, Fire Chief  
**Copy to:** Ghida S. Neukirch, City Manager  
 Kristi McCaulou, Finance Director  
**Subject:** Budget 2026 – Fire Department

Mayor and City Council Members:

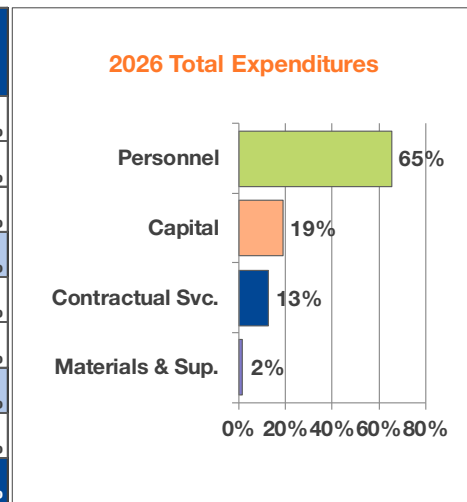
This is a Fire Department 2026 Budget Summary. Additional information is included in the draft budget document previously distributed to you and to be potentially included in the proposed budget document to be distributed to you on October 31, 2025, prior to publication to the public on November 3, 2025.

**Objectives**

1. Continue community outreach through various programs throughout the year.
2. Practice continuous improvement through evaluation, response analysis and training.
3. Continue public and Highland Park staff education with emphasis on community preparedness, technical certifications, and safety protocols.
4. Enhance and implement recruitment and retention plans.
5. Support diversity, equity, and inclusion policies, initiatives, and recruitment efforts.

**Department Budget**

<i>Expenditures by Fund Type</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Administration	1,387,200	56,100	4%
Emergency Medical Services	861,000	278,700	48%
Fire Suppression and Training	8,685,600	376,000	5%
<b>Total General Fund</b>	<b>10,933,800</b>	<b>710,700</b>	<b>7%</b>
Enhanced 911	12,400	600	5%
Capital Fund - Fire Station	2,165,100	1,514,900	233%
Other Governemntal Funds	2,177,500	1,515,500	229%
Total Internal Service Funds	820,800	(123,800)	-13%
<b>Total All Funds</b>	<b>13,932,100</b>	<b>2,102,400</b>	<b>18%</b>



*Notable Budget Comments:*

1. Personnel changes are consistent with the City's compensation plan, collective bargaining requirements, and anticipated higher insurance costs.
2. Administration - higher professional services for dispatch contract increase, higher maintenance of equipment for communications equipment and software enhancing interoperability with other agencies.
3. EMS and Fire Suppression/Training - higher equipment charges consistent with Eqp. Fund costs and capital changes consistent with the City's 10-Year CIP.
4. Capital replacements are consistent with the City's 10-Year CIP:
  - a. 2026: two staff vehicles, an ambulance, Stryker power load system and cot, and a Fire Rescue Boat.
  - b. 2028: ambulance and Stryker power load system and cot.
  - c. 2030: dive van and auto extrication equipment.
  - d. 2031: one staff vehicle.
  - e. 2032: ladder truck, utility 33 pick-up truck, and UTV (cost shared with PD).
  - f. 2033: fire engine.
  - g. 2026-35: radio network equipment.
  - h. 2027, 28, 30, 31, 33, 34, 35: cardiac monitors/defibrillators.
  - i. 2028-2029: auto extrication equipment and thermal imaging equipment

**Apparatus Replacement Schedule**

<b>Suppression</b>	<b>Year</b>	<b>Next Due</b>	<b>Service Life</b>
(E33) Engine -Crimson	2010	2027	17 years
(S34) Squad - Spartan	2015	2033	17 years
(E34) Engine - Pierce	2022	2039	17 years
(TL33) Truck - Pierce	2021	2031	10 years
(E33) Engine - Reserve	2000		

<b>Medical</b>	<b>Year</b>	<b>Next Due</b>	<b>Service Life</b>
Ambulance 32- Horton	2017	2033	11 years
Ambulance 33R- Horton	Vacant	2024	11 years
Ambulance 33- Horton	2012	2025	11 years
Ambulance 34-Horton	2013	2027	11 years

<b>Auxiliary Vehicles</b>	<b>Year</b>	<b>Next Due</b>	<b>Service Life</b>
Dive Boat	2007	2027	20 years
Dive Van	2007	2027	20 years
(U33) Utility Pick-up Truck	2012	2032	20 years
Command Vehicle	2016	2026	10 years

<b>Staff Vehicles</b>	<b>Year</b>	<b>Next Due</b>	<b>Service Life</b>
Chief	2021	2031	10 years
Deputy Chief	2016	2026	10 years



The Department has adjusted the apparatus replacement schedule based upon staffing deployment needs, emergency response requests, and maintenance trends. The current trends with difficulty getting equipment and delayed manufacturing has caused some changes in replacement dates. The Department, when supply allows, has moved toward a more aggressive maintenance and replacement program due to reliability and corrosion issues.



**Date:** October 20, 2025  
**To:** Mayor Nancy R. Rotering  
City Council Members  
**From:** Joel Fontane, Director of Community Development  
**Copy to:** Ghida S. Neukirch, City Manager  
Kristi McCaulou, Finance Director  
**Subject:** Budget 2026 - Community Development

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Mayor and City Council Members:

This is a Community Development Department 2026 Budget Summary. Additional information is included in the draft budget document previously distributed to you and to be potentially included in the proposed budget document to be distributed to you on October 31, 2025, prior to publication to the public on November 3, 2025.

### **Objectives**

1. Development Assistance
  - a. Board and Commission Advisory Support
  - b. Review Application Process & Improve Accessibility of Application Information
  - c. Education & Outreach with Businesses, Contractors, Developers & Residents
2. Plan Development & Implementation
  - a. Comprehensive Plan Update
  - b. Historic Preservation Education & Outreach – Historic Property Plaque Pgm.
  - c. Housing Pgm. Capital Plan Review
  - d. Move HP – Bike Walk Implementation
  - e. Ravinia TIF Capital Plan Implementation
3. Policy – Recommend/Implement Code Changes
  - a. Building Stretch Code Consideration
  - b. Historic Preservation Explore and Recommend Incentives
  - c. Payment In-Lieu of Affordable Housing Unit Fee Review
  - d. Zoning Code Improvements & Subdivision Code Changes
4. Operational
  - a. Enterprise Permitting & Licensing – EnerGov. Refinement & Training
  - b. Cross Functional Training & Transitioning New Staff Into the Department
  - c. Assess permit process and implement changes aimed at further streamlining.



**Department Budget**

<i>Expenditures by Fund Type</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Total General Fund	4,332,000	229,000	6%
Other Governmental Funds	1,218,000	549,000	82%
Total Fiduciary Funds	545,000	(571,000)	-51%
<b>Total All Funds</b>	<b>6,095,000</b>	<b>207,000</b>	<b>4%</b>

*Notable Budget Details:*

1. General Fund – Community Development - Building Division and Planning Division; and four Commissions: Historic Pres., Housing, Plan and Design, and Zoning Board of Appeals.
2. Other Govt. Funds – Tax Increment Financing Fund (TIF) – Ravinia Business District
3. Internal Service Funds (Fiduciary Fund) – Housing Trust Fund.

**General Fund Budget**

<i>Expenditures by Program</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Building Division	3,005,100	72,400	2%
Planning Division	1,285,700	157,600	14%
Historic Preservation Commission	12,500	(3,000)	-19%
Plan Commission	9,000	200	2%
Housing Commission	9,100	200	3%
Zoning Board of Appeals	10,600	1,600	18%
<b>Total General Fund</b>	<b>4,332,000</b>	<b>229,000</b>	<b>6%</b>

*General Fund Notable Budget Comments:*

1. Personnel changes are consistent with the City's compensation plan, and anticipated higher insurance costs.
2. Building Division - lower equipment charges consistent with Eqp. Fund expenditures and lower costs for reallocation of IT Charges between City divisions due to updated usage data.
3. Planning Division - higher costs for professional services for Comprehensive Plan update.
4. Historic Preservation Commission - lower activities programming cost as Historic Resources Survey completed in 2025.



**Ravinia TIF Budget**

	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Property Tax Increment	796,500	15,600	2%
Interest Revenue	74,700	-	0%
<b>Total Revenue</b>	<b>871,200</b>	<b>15,600</b>	<b>2%</b>
Capital Expenditures	1,218,000	549,000	82%
<b>Total Expenditures</b>	<b>1,218,000</b>	<b>549,000</b>	<b>82%</b>
<b>Net Increase/(Decrease)</b>	<b>(346,800)</b>	<b>(533,400)</b>	
Fund Bal. Beg. of Year	2,833,500	186,600	7%
<b>Fund Bal. End of Year</b>	<b>2,486,700</b>	<b>(346,800)</b>	<b>-12%</b>
Fund Bal. % Oper. Exp.	204%		
Fund Bal. % Target	0%		

*Ravinia TIF Notable Budget Comments:*

1. Property Tax Increment - The 2025 Estimate is based on an updated Lake County 2025 estimate. The 2026 budget and estimates through the end of the TIF assume a conservative 2% average annual increase.
2. Ravinia Business District capital anticipated in the City's 10-Year CIP includes:
  - a. 2026: Burton Ave. and Alley Lighting, Seating and Artwork
  - b. 2027: Signage and Parklets
  - c. 2028: Crosswalks, Gateway lighting, additional On-Street Parking
3. Although the City's Fund Balance Target is 0%, the fund balance accumulates in anticipation of planned projects, with funds generally not expended prior to fund balance accumulation.



**Housing Trust Fund Budget**

	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Pymt. In-Lieu of Affordable Units & Demolition Tax	487,900	333,700	216%
Demolition Permit	12,000	-	0%
Reimb. & Other Revenue	83,700	(7,700)	-8%
Transfers from Other Funds	-	-	0%
<b>Total Revenue</b>	<b>583,600</b>	<b>326,000</b>	<b>127%</b>
Personnel Expenditures	49,000	700	2%
Contractual Services	496,000	(571,700)	-54%
<b>Total Expenditures</b>	<b>545,000</b>	<b>(571,000)</b>	<b>-51%</b>
<b>Net Increase/(Decrease)</b>	<b>38,600</b>	<b>896,900</b>	
Fund Bal. Beg. of Year	1,110,100	(858,300)	-44%
<b>Fund Bal. End of Year</b>	<b>1,148,700</b>	<b>38,600</b>	<b>3%</b>
Fund Bal. % Oper. Exp.	211%		
Fund Bal. % Target	150%		

*Housing Trust Fund Notable Budget Comments:*

1. Expenditures – changes consistent with City's comp. plan, scattered site/grants, prgrm. operating grant, temp. housing assistance and reimburse. of demo. tax per development agreements. The table above assumes that all monies (\$500K) allocated to the CCHI grant are disbursed in FY-25. Given the timing of this grant's approval Oct. 2025, to the extent that grant disbursements do not occur in FY-25 there will be a corresponding increase in FY-26 expenditures.
2. A word on Fund Balance Target. Maintaining a fund balance is key to overcoming revenue shortfalls and having sufficient resources to take advantage of strategic opportunities or special projects, for which it can be less than target. Budgets are developed consistent with the fund target. The purpose of this target is to ensure that core programs and services are maintained. Funds that exceed the fund balance target are available for programming beyond supporting core services. Per policy, expenditures related to core operations that can be funded if the Housing Trust Fund falls below its fund target: Grants - Operating support grant for Community Partners for Affordable Housing and scattered site affordable housing grants to secure and make permanently affordable at least two housing units; Staffing - the total compensation for two days of City staff time per week; Temporary Housing Assistance - 60 nights at hotel or other accommodation - as needed; and Other contractual or legal financial obligations.



**Housing Assn. Properties (Component Unit)**

	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Apt. Rent & Housing Asst.	2,028,500	41,600	2%
Commercial Rents	700	-	0%
Vacancy Loss	(23,400)	(2,700)	13%
Non-Revenue Units	-	-	0%
Interest Income	19,900	3,200	19%
Other Income	2,100	(200)	-5%
<b>Total Revenue</b>	<b>2,027,800</b>	<b>41,900</b>	<b>2%</b>
Contracted Personnel	341,800	15,100	5%
Administration	221,800	6,800	3%
Operating Expenditures	126,000	20,100	19%
Maintenance	155,900	30,300	24%
Materials & Supplies	1,600	-	0%
Utilities	148,000	(12,100)	-8%
Taxes and Insurance	194,300	26,600	16%
Debt Service	417,300	(11,700)	-3%
<b>Total Expenditures</b>	<b>1,606,700</b>	<b>75,100</b>	<b>5%</b>
<b>Net Revenue (Deficit)</b>	<b>421,100</b>	<b>(33,100)</b>	

*Housing Assn. Properties Notable Budget Comments:*

1. Stable budget for Peers, Ravinia and Sunset Woods (14 units within 60 unit building). Vacancy loss down due to fewer reduced unit turnover.
2. Increases in total revenue due to rent increase, net of lower interest rates and vacancy loss based in average vacancy rate for the past two years. Non-revenue producing unit was converted into a revenue producing unit, which is now included in “Apt. Rent & Housing Asst.” line
3. Cost increases for utilities, administration, personnel related benefits, and insurance.
4. Operating increase due to anticipated increase for cost for trash removal, repairs to fire panel and smoke detector replacements, purchase of supplies for REAC preparation, anticipated plumbing repairs to showers and tubs, cost increase for snow removal.
5. Maintenance decrease given completion of boiler and furnace work, fire protection improvements, catch basin cleanout, plumbing repairs at Peers, and HVAC, roof and plumbing work at Ravinia.



**Date:** October 20, 2025  
**To:** Mayor Nancy R. Rotering  
 City Council Members  
**From:** Ron Bannon, Director of Public Works  
**Copy to:** Ghida S. Neukirch, City Manager  
 Kristi McCaulou, Finance Director  
**Subject:** Budget 2026 – Public Works Department

Mayor and City Council Members:

This is a Public Works Department 2026 Budget Summary. Additional information is included in the draft budget document previously distributed to you and to be potentially included in the proposed budget document to be distributed to you on October 31, 2025, prior to publication to the public on November 3, 2025.

**Department Budget**

<i>Expenditures by Fund Type</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Administration	763,800	(54,200)	-7%
Engineering	1,090,700	900	0%
Forestry	1,436,400	(32,400)	-2%
Facilities	6,339,700	3,223,400	103%
Parking Maintenance	3,339,300	(32,900)	-1%
<b>Total General Fund</b>	<b>12,969,900</b>	<b>3,104,800</b>	<b>31%</b>
Multi-Modal Transportation	6,920,900	126,000	2%
Motor Fuel Tax	1,400,000	(450,000)	-24%
Water Fund	24,278,400	2,830,500	13%
Sewer Fund	7,381,500	191,100	3%
Street & Other Construction	6,701,000	(2,062,000)	-24%
Equip. Maint. & Replacement	2,052,400	(427,600)	-17%
<b>Total All Funds</b>	<b>61,704,100</b>	<b>3,312,800</b>	<b>6%</b>

**2026 General Fund Expenditures**

Capital	64%
Personnel	19%
Contractual Svc.	15%
Materials & Sup.	1%

**2026 Total Expenditures**

Capital	55%
Personnel	17%
Contractual Svc.	12%
Debt Service	7%
Transfers	5%
Materials & Sup.	3%

*Notable Budget Comments:*

1. Personnel changes are consistent with the City's compensation plan, and collective bargaining requirements, and anticipated higher insurance costs.
2. In addition to the changes noted above and below, the following divisions were impacted by reallocation of IT Charges between City divisions due to updated usage data: Admin., Engr., Forestry, Water Fund, Sewer Fund, and Equip. Maint. & Replacement Fund.
3. Parking, Facilities, and Forestry include updates for parking lots/decks maint./repair (\$3.1 million), MoveHP (\$3.8 million), facilities (\$1.2 million), Ped. Bridge over US 41 planning (\$450,000), and tree planting/maint. (\$175,000), consistent with the 10-year CIP.
4. Multi-Modal Transp. Fund - lower eqp. charges consistent with Eqp. Fund costs, lower professional services, net of higher capital consistent with the 10-Year CIP.



5. The Water and Sewer Funds include changes in contractual services and materials and supplies reflecting marketplace cost increases.
6. The Water Fund includes increases for maintenance of equipment, higher preventive maintenance, and higher professional services for instruments, controls and SCADA service. In addition, increased costs for corrosion control (lead) treatment and electricity kWh.
7. In addition to the changes noted in above, the year-to-year variances for the Water, Sewer, Capital Fund-Str., and Eqp. Funds reflect changes in capital, debt service, and eqp. charges, consistent with the City's 10-year CIP. Additional fund information is included in the fund and capital sections of the budget document.
8. Capital Fund-Streets 2026 improvements are for Streets (\$4.9 million), Bridges (\$1.1 million), Public Svcs. Bldg. planning (\$2 million), Ravines (\$650,000), and Sidewalks (\$70,000), consistent with the 10-year CIP.

**Objectives – General Fund**

1. Administration & Contract Services
  - a. Effective and Efficient Service Delivery
  - b. Oversight of 11 Sections/Divisions
  - c. Support diversity, equity, and inclusion policies, initiatives, and recruitment
2. Engineering
  - a. 10-yr CIP Planning and Implementation
  - b. Flood Mitigation and Stormwater Management (Buy Out Program)
  - c. Private Development Reviews and Inspections
  - d. IDOT Grants Administration (Over \$49 million Grants Received)
  - e. Oversee design services for 10 infrastructure improvement projects
  - f. Oversee design consultant services for 20 infrastructure improvement projects
  - g. Oversee construction for 11 infrastructure improvement projects and manage consultant field inspections on contracts for 10 public improvement project
3. Forestry
  - a. Tree Removal/Planting Program, Native Plantings
  - b. Continue increased landscape maintenance programs in the Central and Ravinia Business District
4. Facilities
  - a. Ensure All Public Buildings with No Life Safety Issues (avg. age 50+)
  - b. Planning for the redevelopment of Public Services Building and Fire Station #34
  - c. Preventive Maintenance and Capital Projects
  - d. Tuck Pointing The Art Center



**Objectives – Multimodal Fund**

1. Streets
  - a. Contractual Street Sweeping
  - b. Snow and Ice Control Operations
  - c. Road and Sidewalk Maintenance
  - d. Special Events Assistance
2. Transit
  - a. Pace and Ravinia Operations
  - b. Safety and In-service Training
  - c. Connector (City funded; 3 days/week)

**Objectives – Water Fund**

1. Water Production
  - a. Ultrafiltration Membrane Module Replacements – Year 3 of 3
  - a. Master Meter Upgrades (3)
  - b. Water Plant’s Primary Water Intake and New Raw Water Shore Well Improvements: engineering phase (80/20 Grant funded)
  - c. Energy efficiency upgrades (80/20 Grant funded)
  - d. Lead Corrosion Control Treatment Optimization Study
  - e. Water Plant Control System Cybersecurity
2. Water Distribution
  - a. Hydrant Flushing, Valve Turning Maintenance
  - b. Leak Detection Monitoring of Water Loss
  - c. Lead Service Lines Replacement Program
  - d. Water Use Portal
  - e. Sheridan Road North of Edgecliffe Drive Project

**Objectives – Sewer Fund**

1. Maintenance of Storm and Sanitary Systems
2. Televis, Clean and Flush Sewers
  - a. Sanitary Sewers Flushing (3-yr Cycle)
  - b. Storm Manholes and Inlets Cleanup
  - c. Storm Sewers Flushing (7-yr Cycle)
3. Ravines and Bluff Inspections
4. Sewer Spot Repairs
5. Voluntary Sewer Lateral Program
6. Sheridan Road North of Edgecliffe Drive Storm Sewer Project



**Objectives – Parking**

1. Capital
  - a. Parking Lots Striping
  - b. Patching & Miscellaneous Parking Lot Repairs
  - c. Complete design and construction of the following lots:
    - i. Ravinia Train Station (west of tracks)
    - ii. Central Train Station (east of tracks)
    - iii. Public Works Yard & Fire Training
  - d. Maintenance - Snow, Ice Control, and hauling operations

**Public Works Equipment Budget**

<i>Expenditures</i>	2026 Budget	2026 Budget vs. 2025 Estimate Incr. / (Decr.)	
Personnel	744,600	36,500	5%
Contractual Services	164,800	50,200	44%
Materials and Supplies	443,100	(2,300)	0%
Capital, Transfer, Debt	700,000	(512,100)	-42%
<b>Total General Fund</b>	<b>2,052,500</b>	<b>(427,700)</b>	<b>-17%</b>

Category	Percentage
Personnel	36%
Capital	34%
Matl. & Sup.	22%
Contract Svcs.	8%

*Public Works Equipment Notable Budget Comments:*

1. Continue reviewing existing fleet needs, partnering with other departments and users, to identify purchases, equipment maintenance costs, and other solutions in maintaining a viable cost-effective rolling fleet.
2. Continue training on new and old equipment. Continue reviewing existing fleet needs, partnering with other departments and users, to identify purchases, equipment maintenance costs, and other solutions in maintaining a viable cost-effective rolling fleet.
3. Reorganization of the shop floor to increase productivity and safety.
4. Continue researching and reviewing alternative fuels and technologies, including upcoming advancements in heavy equipment, as part of the City’s ongoing effort to reduce emissions.
5. 2026 capital replacements include:
  - a. Replace jet truck with a combination sewer truck.





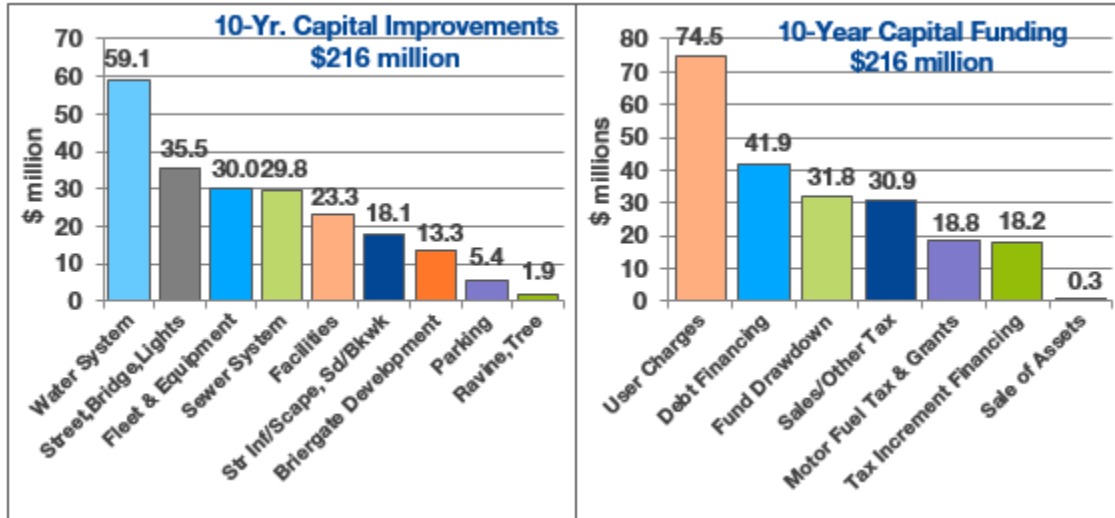
**Capital Project Management – 2026**

<b>39,658,400</b>	<b>2026 Capital Improvements</b>	
<b>13,346,000</b>	<b>Water System Improvements</b>	
7,980,000	Lead Service Line Replacement Program	Water Distribution/Engineering
1,750,000	Membrane Replacements	Water Production/Engineering
1,000,000	Sheridan Rd, North to Edgecliff	Water Distribution/Engineering
750,000	Sheridan Rd Sidewalk/Relocate Utilities	Water Distribution/Engineering
600,000	54" Intake Pipe Extension Design & Constr	Water Distribution/Engineering
205,000	High Lift #2 & Pumps #4/5 Varbl. Freq. Dr. Rplcmt.	Water Production/Engineering
180,000	Judson Ave Bridge	Water Distribution/Engineering
120,000	Wade Ave Bridge	Water Distribution/Engineering
100,000	Insertion Valve	Water Distribution/Engineering
75,000	Beech Ln/Beech St Bridge	Water Distribution/Engineering
70,000	Dean Ave Bridge	Water Distribution/Engineering
55,000	Meters/Interconnects	Water Distribution/Engineering
50,000	Briergate Bus. Dist. Improvements	Water Distribution/Engineering
30,000	St. Johns Bridge	Water Distribution/Engineering
30,000	Pedestrian Bridge over US 41	Water Distribution/Engineering
351,000	All Other	All Water Areas
<b>7,961,000</b>	<b>Road and Parking Rehabilitation</b>	
3,300,000	Asphalt & Concrete	Street Improvement
3,055,000	Parking Lots and Decks	Maintenance/Repair
600,000	Clavey - US 41 to Green Bay	Street Improvement
485,000	Briergate Bus. Dist. Improvements	Street Improvement
300,000	Beech Ln, NE Beech Ln to Beech St	Street Improvement
65,000	Public Works Yard Roadway	Street Improvement
55,000	Green Bay Rd - Central to Clavey	Street Improvement
101,000	All Other	Maintenance/Repair
<b>4,390,000</b>	<b>Sewer Systems Improvements</b>	
1,380,000	Sheridan Rd, North to Edgecliffe	Storm Sewer
540,000	Clavey, US 41 to Green Bay	Storm Sewer
500,000	Sheridan Rd Sidewalk	Storm Sewer
360,000	Judson Avenue Bridge	Storm & Sanitary Sewer
320,000	Flood Mitigation Management Program	Storm Sewer
240,000	Wade Ave.	Storm & Sanitary Sewer
225,000	Lining, Inspection, Lateral, Treatment	Storm & Sanitary Sewer
200,000	Park Ave West Bridge	Sanitary Sewer
170,000	Beech Ln/Beech St Bridge	Storm & Sanitary Sewer
150,000	Briergate Bus. Dist. Improvements	Storm Sewer
60,000	St Johns Avenue Bridge	Storm & Sanitary Sewer
45,000	Dean Ave Bridge	Storm & Sanitary Sewer
30,000	Pedestrian Bridge over US 41	Storm Sewer
25,000	Lift Station and Pump Improvements	Sanitary Sewer
145,000	All Other	Storm & Sanitary Sewer
<b>4,050,000</b>	<b>Sidewalks and MoveHP Plan Improvements</b>	
<b>3,655,000</b>	<b>Facilities Improvements (Priority 1)</b>	
<b>2,423,400</b>	<b>Fleet and Equipment</b>	
700,000	Combo 2 Unit Sewer Truck	Replacement and Upgrade
525,000	Ambulance & FD Staff Vehicles	Replacement
507,000	Information Technology Equipment	Replacement and Upgrade
310,400	Police Vehicles (2 Patrol, 2 Admin, 1 Mechanic)	Replacement and Upgrade to Hybrd
222,000	Public Safety Equipment Replacement	Replacement and Upgrade
159,000	Enterprise Resource Planning (ERP) System	Replacement and Upgrade
<b>1,218,000</b>	<b>Business District Improvements</b>	
1,218,000	Ravinia TIF District Development	Artwork
<b>1,075,000</b>	<b>Bridge Design and Repairs</b>	
300,000	Park Ave West	Improvements
180,000	Judson Ave Bridge	Improvements
175,000	Ped Bridge over US 41	Improvements
120,000	Wade Ave.	Improvements
100,000	Inspections & Consulting	Improvements
85,000	Beech Street Bridge	Improvements
85,000	Dean Ave Bridge	Improvements
30,000	All Other	Improvements
<b>715,000</b>	<b>Street Lighting and Striping Improvements</b>	
<b>650,000</b>	<b>Ravine Improvements</b>	
<b>175,000</b>	<b>Forestry - Tree Planting Replacement and Upgrade</b>	





**Capital Project Management – 10-Year Plan**



**Capital Projects Communication Plan**

The City is regularly evaluating and enhancing its communication modalities. Below are highlights of standard operating procedures for construction projects.

1. During Design
  - a. Notification Letters
  - b. Open House (Public Meeting)
2. During Construction
  - a. Electronic Message Boards
  - b. Dedicated Project Webpage
  - c. Signage On-Site
  - d. Advance Notifications
  - e. Frequent Updates
  - f. Social Media & Email Blasts
  - g. City Website Regular Project Updates



# Staff Report



**Meeting Date:** October 20, 2025  
**Staff Contact:** Thomas Schroeder, Accounting Manager  
 Kristi McCaulou, Finance Director  
**Department:** Finance Department

**Title:** Approval of Water Rates Effective January 1, 2026 through December 31, 2026

**Recommendation:**

Water rates are recommended to be approved effective January 1, 2026 through December 31, 2026. The Water Rates were discussed with the City Council as part of the FY 2026 budget development process.

City Code Section	Description	FY2025 Fee	FY2026 Fee
50.280(A)	Rate Per 100 Cubic Feet of Water Per Billing Period for Single Family Residential Customers - Up to 6000 Cubic Feet	\$3.349 Base Rate \$0.773 Meters & Billing Total: \$4.122	\$3.466 Base Rate \$0.801 Meters & Billing Total: \$4.267
50.280(A)	Rate Per 100 Cubic Feet of Water Per Billing Period for Single Family Residential Customers - 6001 to 8000 Cubic Feet	\$3.684 Base Rate \$0.851 Meters & Billing Total: \$4.535	\$3.813 Base Rate \$0.882 Meters & Billing Total: \$4.695
50.280(A)	Rate Per 100 Cubic Feet of Water Per Billing Period for Single Family Residential Customers – 8001 or more Cubic Feet	\$3.851 Base Rate \$0.889 Meters & Billing Total: \$4.740	\$3.986 Base Rate \$0.921 Meters & Billing Total: \$4.907
50.280(A)	Rate Per 100 Cubic Feet of Water Per Billing Period for All Public, Educational, and Eleemosynary Institutions	\$3.446	\$3.466
50.280(A)	Rate Per 100 Cubic Feet of Water Per Billing Period for all Multi-Family Residential Customers	\$3.349 Base Rate \$0.773 Meters & Billing Total: \$4.122	\$3.466 Base Rate \$0.801 Meters & Billing Total: \$4.267
50.280(A)	Rate Per 100 Cubic Feet of Water Per Billing Period for Commercial Customers	\$3.684 Base Rate \$0.851 Meters & Billing Total: \$4.535	\$3.813 Base Rate \$0.882 Meters & Billing Total: \$4.695
50.280(A)	Rate Per 100 Cubic Feet of Water Per Billing Period for Construction or Other Related Usage or Supplied Hydrant Meter Usage	\$3.851 Base Rate \$0.889 Meters & Billing Total: \$4.740	\$3.986 Base Rate \$0.921 Meters & Billing Total: \$4.907

**Policy Consideration:**

The City has a uniform water service agreement with the municipal customers of Deerfield, Lincolnshire, Bannockburn and the Glenbrook Sanitary District, including a term spanning years

2008 through 2033. Section 7 of the agreement defines the method in which the water rate assessed to both contract and residential customers is determined. The agreement calls for an annual adjustment in the water rate, if needed, each January 1 and requires that the City give notice of the water rate by November 1 of the preceding year. A copy of the water rate pricing model supporting the proposed rate is included as Attachment I. City Council reviewed the proposed water rate calculation during the September 8, 2025 budget workshop. The base water rate of \$3.466 per 100 cf is adjusted for meters and billing services for Highland Park residential customers and for an export surcharge for municipal contract customers. The proposed water rate of \$4.267 for Highland Park residential customers continues to be one of the lowest in the Chicagoland area.

Notification of the proposed rate was provided verbally to the contract customers during the City's Annual Water Customers meeting held on September 3, 2025 with written notification letters to be distributed by November 1, 2025 as per contract. The proposed rate continues the City's tiered water rate structure, which first became effective in 2013 as part of the City's water conservation and efficiency initiative. The water rate structure includes the base rate, or "tier 1" rate, a second tier rate for usage of 6,001 to 8,000 cf of water, and a third tier rate for usage above 8001 cf of water.

The water usage charge ensures the financial sustainability of the Water Fund, financing operational costs and capital investments for the water system, which are not subsidized by City tax revenues. The City plans water system improvements to preserve and enhance the overall quality of water service. The City strives to control operating costs, ensuring the City's rates remain competitive with other municipalities. Highland Park residents and the City's contract customers will continue to benefit from one of the lowest water rates in the area, as shown in Attachment II.

Section 50.280 of the City Code provides that water rates shall be established by the Annual Fee Resolution, which is currently scheduled for City Council adoption on November 24, 2025 along with adoption of the 2026 budget. Approval of water rates is necessary at this time in order to make the notification to outside customers by November 1, 2025, as required by the water service agreements.

**Core Priorities:**

**Fiscal Stability**

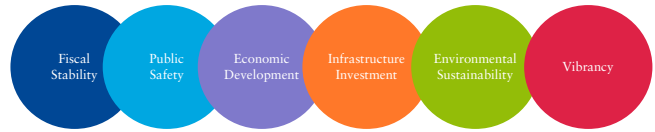
The proposed FY 2026 Highland Park resident water of \$4.267 per 100 cf is a \$0.144 increase from the FY 2025 rate. The total revenue impact to the City is a year-to-year increase of approximately \$480,000 versus the 2025 estimate.

**Attachments:**

- 1. RFCA Attachment I - Annual Rate Calculation 2026
- 2. RFCA Attachment II - Water Rate Comparables

# WATER RATE PRICING MODEL

## (CCF BASED) WATER RATES PROPOSED JANUARY 1, 2026



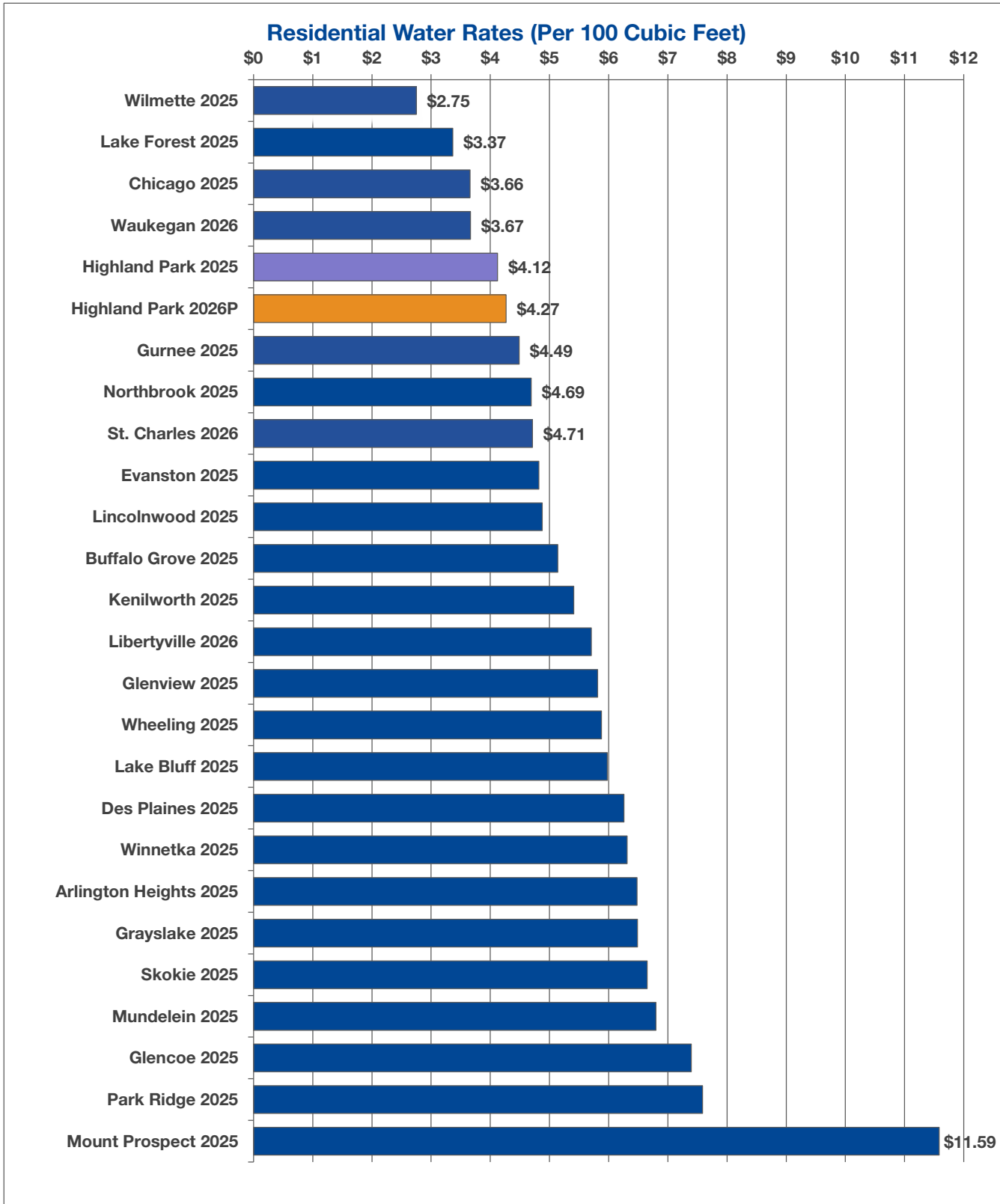
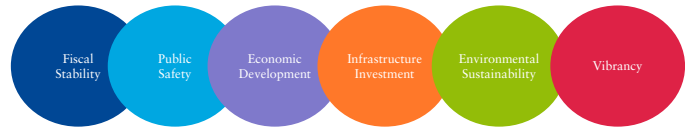
### Attachment I

	Rate Base	Allocation Basis <sup>1</sup>	Rate/100cf	Highland Park Resident	Municipal/ Non-Resident
Past Year % Total				46.65%	53.35%
Operations:					
Production	\$4,010,800	3.10	\$0.967	\$0.967	\$0.967
Distribution	\$1,524,100	3.10	\$0.367	\$0.367	\$0.367
<b>Total Operations</b>	<b>\$5,534,900</b>		<b>\$1.334</b>	<b>\$1.334</b>	<b>\$1.334</b>
Capital:					
Annual	\$5,391,000	3.10	\$1.300	\$1.300	\$1.300
Debt Service	\$3,236,400	3.10	\$0.780	\$0.780	\$0.780
<b>Total Capital</b>	<b>\$8,627,400</b>		<b>\$2.080</b>	<b>\$2.080</b>	<b>\$2.080</b>
Services	\$216,200	3.10	\$0.052	\$0.052	\$0.052
<b>Base Rate</b>	<b>\$14,378,500</b>		<b>\$3.466</b>	<b>\$3.466</b>	<b>\$3.466</b>
Other Costs:					
Export Surcharge <sup>2</sup>	\$1,150,600	1.66	\$0.520	\$0.000	\$0.520
Meters	\$575,500	0.85	\$0.505	\$0.505	\$0.000
Lead S.L. Debt Svc. <sup>3</sup>	\$166,700	0.76	\$0.146	\$0.146	\$0.000
Billing	\$171,000	0.85	\$0.150	\$0.150	\$0.000
<b>Total</b>	<b>\$16,275,600</b>		<b>2026 Rate:</b>	<b>\$4.267</b>	<b>\$3.986</b>
			2025 Rate:	\$4.122	\$3.851
			Increase:	\$0.144	\$0.134

**Notes:**

1. Allocation Basis indicates either 1) the volume of water demand (expressed in billions) over which costs in the rate base are spread or 2) the water export surcharge.
2. Water export surcharge is 15% effective July 1, 2010.
3. Lead service line debt service starts in 2026 and will only be charged to Highland Park residents and not to municipal non-resident customers.

# WATER FUND WATER RATE COMPARABLES



Source: Highland Park Finance Department Survey of local municipalities

# Staff Report



**Meeting Date:** October 20, 2025  
**Staff Contact:** Ron Bannon, Director of Public Works  
**Department:** Public Works Department

**Title:** A Resolution Waiving the Formal Bidding Requirements of the City’s Purchasing Manual and Approving an Agreement with Gewalt Hamilton Associates, Inc., of Vernon Hills, Illinois, for Professional Surveying Services

**Recommendation:**

Staff recommends waiving formal bidding requirements and awarding the Professional Surveying Services Contract for the Public Services Building and Fire Station #34 property to Gewalt Hamilton Associates, Inc., Vernon Hills, IL, for the not-to-exceed price of \$45,000. Although a waiver is requested, the City sought proposals for this work and recommends a contract with Gewalt Hamilton which was the lowest and most responsible respondent.

**Policy Consideration:**

The Public Services Building was constructed in 1974 and renovated in 2000, and Fire Station 34 was constructed in 1978. The two City-owned facilities are located at 1100-1150 Half Day Road, Highland Park. The City’s preliminary evaluation identified that the current facilities need redevelopment or substantial renovation. On September 25th, City Council awarded the contract for architectural services to Williams Architecture.

In order to perform the design of these building improvements, a survey of the entire property is needed. The City has several engineering firms under contract that perform this type of work. For this reason, the initial survey work was not included in the architectural firm’s scope of work. The City solicited proposals from two firms currently under contract, as well as from the civil engineering firm that is part of the Williams Architecture project team, Gewalt Hamilton Associates, Inc.

The scope of work includes:

- Documentation of existing conditions across the entire parcel
- Topographic survey, including ROW
- Benchmark identification
- Spot elevations

- Location of underground and visible utilities
- Tree tagging
- Plat of Survey

Ultimately, Gewalt Hamilton Associates provided the low and responsible proposal at a price of \$39,000. The total cost recommended for this project is \$45,000, which includes an approximate 15% (\$6,000) contingency to account for any unforeseen circumstances or changes identified during the field portion of the work. In addition, Gewalt Hamilton Associates provides continuity, as this firm will be performing the civil engineering work for Williams Architecture as the project moves forward.

**Core Priorities:**

**Fiscal Stability**

Sufficient funding for this work has been budgeted in the FY 2025, 2026, and 2027 Capital Budget.

**Attachments:**

1. Proposal 2025.CS103 CoHP Fire Station & Public Services Center

**City of Highland Park**

**Resolution No.**

**A Resolution Waiving the Formal Bidding Requirements of the City’s Purchasing Manual and Approving an Agreement with Gewalt Hamilton Associates, Inc., of Vernon Hills, Illinois, for Professional Surveying Services**

**WHEREAS**, the City Department of Public Works has identified the need to complete a survey of the entire Public Services Building property in preparation of its anticipated redevelopment or renovation (“Services”); and

**WHEREAS**, the City solicited proposals from two engineering firms currently under indefinite quantities contracts to perform miscellaneous engineering services; and

**WHEREAS**, Gewalt Hamilton Associates, Inc., of Vernon Hills, Illinois (“Consultant”), provided the low and responsible proposal for the provision of the Services; and

**WHEREAS**, the City desires to enter into an agreement with the Consultant for the provision of the Services (“Agreement”); and

**WHEREAS**, in order to award the Agreement to the Consultant, the City Council has determined that it is appropriate to waive competitive bidding for the Agreement, in accordance with the City’s Purchasing and Fixed Asset Policies and Procedures Manual (“Purchasing Manual”); and

**WHEREAS**, the City Council has determined that entering into the Agreement with the Consultant will serve and be in the best interest of the City;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS**, as follows:

**SECTION ONE: RECITALS.** The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

**SECTION TWO: WAIVER OF COMPETITIVE BIDDING REQUIREMENTS.** The advertising and bidding requirements for the Agreement are hereby waived in accordance with the Purchasing Manual and the home rule powers of the City.

**SECTION THREE: APPROVAL OF AGREEMENT.** The Agreement by and between the City and the Consultant is hereby approved in substantially the form attached to this Resolution as Exhibit A.

**SECTION FOUR: EXECUTION OF AGREEMENT.** The City Manager and the Deputy City Clerk are hereby authorized and directed to execute and attest the Agreement with the Consultant, upon receipt by the City Clerk of at least one original copy of the Agreement executed by the Consultant; provided, however, that if an executed copy of the Agreement is not received by the City Clerk within 30 days after the effective date of this Resolution, then this authority to execute and attest the Agreement will, at the option of the City Council, be null and void.

**SECTION FIVE: EFFECTIVE DATE.** This Resolution will be in full force and effect from and after its passage, by a vote of two-thirds of the City Council, and approval in the manner provided by law.



June 20, 2025

Chief Joe Schrage  
City of Highland Park  
1707 St. Johns Avenue  
Highland Park, IL 60035

Re: **Proposal for Professional Services**  
**Fire Station #34 & Public Services Center**  
1100 Half Day Road  
Highland Park, IL  
GHA Proposal No. 2025.CS103

Dear Chief Schrage:

Thank you for your consideration of Gewalt Hamilton Associates, Inc. (GHA) in providing the Professional Surveying Services for the City of Highland Park Public Services Center and Fire Station #34 Improvements. We are submitting this proposal as we are aware of the impending improvements at the subject property. The scope of this survey is what would be needed for the design of that facility.

I am available to discuss this proposal at your convenience. We are pleased to have the opportunity to make our services available to you and look forward to assisting you with this important project.

Sincerely,  
**Gewalt Hamilton Associates, Inc.**



Donald E. Matthews, P.E., CFM  
Vice President  
[dmatthews@gha-engineers.com](mailto:dmatthews@gha-engineers.com)  
847-821-6220

Encl.: GHA Proposal No. 2025.CS103

City of Highland Park  
Fire Station #34 & Public Services Center  
GHA Proposal No. 2025.CS103

The City of Highland Park, 1707 St. Johns Avenue, Highland Park, IL 60035 and Gewalt Hamilton Associates, Inc. (GHA), 625 Forest Edge Drive, Vernon Hills, IL 60061, agree and contract as follows:

## **I. Project Understanding**

The City of Highland Park seeks to redevelop/modernize the fire station and the Public Services Center located at 1100-1150 Half Day Road, Highland Park, Illinois. The site is home to the Public Works Department and Community Development Department within its Public Services Center building, and Fire Station #34 in a separate building. The Public Services Building was constructed in 1974 and renovated in 2000, and Fire Station #34 was constructed in 1978.

The total survey area encompasses approximately 16.75 acres, which spans across the Skokie River (the East Fork of the North Branch of the Chicago River). The section of the property located on the eastern side of the river is about 8.75 acres and is designated for improvement. The boundaries of the current conditions will extend from the eastern edge of the Skokie River to the west, a portion of the golf course path situated south of the southern boundary line, and a 25-foot overlay along the eastern property line. Additionally, the residence at 1072 Half Day Road will be included in the existing conditions.

Considering the possible requirement for roadway and traffic signal design, the existing conditions and Right-of-Way (ROW) will encompass Half Day Road (IL Rt. 22) extending from the Skokie River at the western boundary, to the eastern ROW line of Compton Avenue. Additionally, existing conditions and ROW will be necessary on Summit Avenue, stretching from Half Day Road to a point 200 feet north of the northern ROW line of Half Day Road. The total area of the existing condition and topographic survey including ROW, land east of the river, residential lot, survey overlap, and the portion of the preserve, is 13.7 acres. See attached Survey Limits Exhibit.

As the southern third of the site falls within the designated regulatory floodplain, GHA will utilize the National Geodetic Survey (NGS) NAVD '88 benchmarks for determining elevations. Throughout this procedure, GHA will verify elevations against the benchmarks provided by the City of Highland Park and Lake County.

## **II. Scope of Services**

The survey will meet or exceed the Minimum Standards of Practice as set forth by the Illinois Administrative Code for a Topographic Survey. Accordingly, we will provide the following services:

- A. Existing Conditions Topographic Survey
  - 1. Obtain benchmark information (NAVD88) from NGS, County, and the City of Highland Park.
  - 2. Horizontal coordinates shall be referenced to the State Plane Coordinate System, Illinois East Zone, NAD83 adjustment. Vertical elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD88). All units shall be U.S. Survey feet and decimal parts thereof.

3. Establish two (2) permanent site benchmark(s) (i.e., crosses or boxes cut on concrete, flange bolts on fire hydrants, etc.) on-site.
4. Contours will be provided at 1'-0" maximum vertical intervals; error shall not exceed one-half the contour interval.
5. The limits of the topography will overlap 25' onto adjacent property boundaries. See Survey Limits Exhibit attached.
6. Spot elevations will be provided on a maximum 50-foot grid covering the entire property. Paved areas will have a grid density of approximately 30'. High points and low points will be shown. Overflow routes will also be shown.
7. The survey will show the location of the visible, physical improvements on the site (e.g., structures, fencing, site furniture, walks, curbing, etc.).
8. The location of underground utilities, both observed and from available record information, will be provided, including the location and size of water mains, fire hydrants, and valves. The survey will show depth, size, and direction of flow for all sanitary, storm drains, and culverts serving the property. The location of all manholes, catch basins and all pipe inverts that are accessible will be depicted. The cost for marking private utilities is not included in this proposal, but GHA will include this information if the Client arranges to have private utilities marked in the field.
9. Location of "dry" utilities such as telephone, electric, gas and cable T.V. lines, etc. will be depicted based on visual surface evidence and a JULIE design stage locate. The cost for marking of private utilities is not included in this proposal, but GHA will include this information if the Client arranges to have private utilities marked in the field prior to our field visit.
10. Trees 6" caliper or greater will be shown as deciduous or coniferous. GHA will tag the trees that are located upon request by the client. Species/condition reports are not included.

B. Plat of Survey

GHA will complete a Boundary Survey of the subject parcels. The boundary survey will be based upon current commitments for title insurance or recorded deeds, to be provided by the Client. The plat will be prepared and certified by a Licensed Illinois Professional Land Surveyor. The Plat of Survey will show all boundary lines with bearings and distances, all encroachments onto or outside of the boundary lines, any easements of record found at the time of the Survey, found or set boundary monuments, and all visible on-site surface improvements. The survey will be prepared in accordance with the pertaining Illinois Minimum Standards for Boundary Surveys.

### III. Services Not Included

Any service not enumerated in Section II. Scope of Services, including, but not limited to the following, is not included in this proposal/agreement. These services may be provided at the request of the Client as an additional service. GHA will provide the Client with an estimate of the additional work scope and request authorization to proceed prior to commencing additional services.

1. Preparation of ALTA/NSPS Land Title Survey, Easement Plats, Consolidation Plats, or other survey documents beyond those noted;

2. Meetings with public officials, agencies, or architects, etc.;
3. Tree inventory;
4. Any other survey services not specified in *Section II. Scope of Services*.

#### IV. Compensation for Services

Based upon the scope of services, GHA proposes a fee breakdown as shown below.

<b>Phase</b>	<b>Cost</b>
Existing Conditions & Topographic Survey (East of River, ROW & Preserve – approximately 13.7 acres)	\$20,500.00
Plat of Survey (Entire Parcel and Residential Lot – approximately 16.75 acres)	\$17,500.00
Lump Sum Fee	\$38,000.00
Estimated Reimbursable Expenses	\$1,000.00
<b>Lump Sum + Reimbursables</b>	<b>\$39,000.00</b>

Reimbursable expenses, including items such as printing, mileage, messenger service, record documents, and other non-technical project related expenses, will be billed to the Client at cost.

Additional services requested and authorized by the Client, beyond those outlined in Section II: Scope of Services, will be billed on a time-and-materials (T&M) basis in accordance with the attached GHA Hourly Rates.

Invoices will be submitted on a monthly basis and will detail charges made against the project and services performed. This allows the Client to review the status of the work in progress and the charges made.

#### V. General Conditions

The delineated services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be performed as reasonably required in accordance with the generally accepted standards for civil engineering and surveying services as reflected in the contract for this project at the time when and the place where the services are performed.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or GHA. GHA's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against GHA because of this Agreement or the performance or nonperformance of services hereunder. In no event shall GHA be liable for any loss of profit or any consequential damages.

The Client and GHA agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation in Chicago, Illinois unless the parties mutually agree otherwise.

GHA, Inc. shall not have control of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for job site safety measures. Such control is the sole responsibility of the Client's contractor.

This Agreement, including all subparts and Attachment A, which is attached hereto and incorporated herein as the General Provisions of this Agreement, constitute the entire integrated agreement between the parties which may not be modified without all parties consenting thereto in writing.

By signing below, you indicate your acceptance of this Agreement in its entirety.

Gewalt Hamilton Associates, Inc.

City of Highland Park



Mark M. Hamilton, P.L.S.  
Project Manager

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

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Encl.: Attachment A  
GHA Hourly Rates  
Survey Limits Exhibit

**ATTACHMENT A TO GEWALT HAMILTON ASSOCIATES, INC.  
PROFESSIONAL SERVICES AGREEMENT**

**1. Standard of Care.** The services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be reasonably performed consistent with the generally accepted standard of care for the Scope of Basic Services called for herein at the time when and the place where the services are provided. GHA will use reasonable care to comply with applicable codes and laws in effect at the time its services are provided.

**2. Duration of Proposal.** The terms of this Agreement are subject to renegotiation if not accepted within 60 calendar days of the date indicated on this Agreement. Requests for extension beyond 60 calendar days shall be made in writing prior to the expiration date. The fees and terms of this Agreement shall remain in full force and effect for one year from the date of acceptance of this Agreement, and shall be subject to revision at that time, or any time thereafter if GHA gives written notice to the other party at least 60 calendar days prior to the requested date of revision. In the event that the parties fail to agree on the new rates or other revisions, either party may terminate this Agreement as provided for herein.

**3. Client Information.** Client shall provide GHA with all project criteria and full information for its Scope of Basic Services. GHA may rely, without liability, on the accuracy and completeness of the information Client provides, including that of its other consultants, contractors and subcontractors, without independently verifying that information.

**4. Payment.** Payments are due within 30 calendar days after a statement is rendered. Statements not paid within 60 calendar days of the end of the calendar month when the statement is rendered will bear interest at the rate of one percent (1.0%) per month until paid. The provision for the payment of interest shall not be construed as authorization to pay late. Failure of the Client to make payments when due shall, in GHA's sole discretion, be cause for suspension of services without breach or termination of this agreement. Upon notification by GHA of suspension of services, Client shall pay in full all outstanding invoices within 7 calendar days. Client's failure to make such payment to GHA shall constitute a material breach of the Agreement and shall be cause for termination by GHA. GHA shall be entitled to reimbursement of all costs actually incurred by GHA in collecting overdue accounts under this Agreement, including, without limitations, attorney's fees and costs. GHA shall have no liability for any claims or damages arising from either suspension or termination of this Agreement due to Client's breach. The Client's obligation to pay for GHA's services is in no way dependent upon the Client's ability to obtain financing, rezoning, payment from a third party, approval of governmental or regulatory agencies or the Client's completion of the project.

**5. Instruments of Service.** The Client acknowledges GHA's plans and specifications, including field data, notes, calculations, and all documents or electronic data, are instruments of service. GHA shall retain ownership rights over all original documents and instruments of service. All instruments of service provided by GHA shall be reviewed by Client within 10 calendar days of receipt. Any deficiencies, errors, or omissions the Client discovers during this period will be reported to GHA and will be corrected as part of GHA's Basic Services. Failure to provide such notice shall constitute a waiver. The Client shall not reuse or make, or permit to be made, any modifications to the instruments of service without the prior written authorization of GHA. The Client waives all claims against GHA arising from any reuse or modification of the instruments of service not authorized by GHA. The Client agrees, to the fullest extent permitted by law, to defend and indemnify and hold GHA harmless from any liability, damage, or cost, including attorneys' fees, arising from the unauthorized reuse or modification of the instruments of service by any person or entity. The parties agree that if elements of the Scope of Basic Services identified in this Agreement are reduced and/or eliminated by Client, then Client waives, releases and holds GHA harmless from all claims and damages arising from those reduced and/or eliminated services. If GHA's Scope of Basic Services does not include construction administration phase services, Client assumes responsibility for interpretation of the instruments of service and construction observation, and waives all claims against GHA for any act, omission or event connected thereto. Unless included in GHA's Scope of Basic Services, GHA shall not be liable for coordination with of the services of Client's other design professionals.

**6. Electronic Files.** The Client acknowledges that differences may exist between the electronic files delivered and the printed instruments of service. In the event of a conflict between the signed / sealed printed instruments of service prepared by GHA and the electronic files, the signed / sealed instruments of service shall control. GHA's electronic files shall be prepared in the current software GHA uses and will follow GHA's standard formatting unless the Scope of Basic Services requires otherwise. Client accepts that GHA makes no warranty that its software will be compatible with other systems or software.

**7. Applicable Codes.** The Client acknowledges that applicable laws, codes and regulations may be subject to various, and possibly contradictory, interpretations. Client accepts that GHA does not warrant or guarantee that the Client's project will comply with interpretations of applicable laws, codes, and regulations as they may be interpreted to the project. Client agrees that GHA shall not be responsible for added project costs, delay damages, or schedule changes arising from unreasonable or unexpected interpretations of the laws, codes, or regulations applied to the project, nor for changes required by the permitting authorities due to changes in the law that became effective after completion of GHA's instruments of service. Client shall compensate GHA for additional fees required to revise the instruments of service to comply with such interpretations. Client shall also compensate GHA for additional fees required to revise the instruments of service if Client changes the project scope after GHA's completes its instruments of service.

**8. Utilities and Soils.** When the instruments of service include information pertaining to the location of underground utility facilities or soils, such information represents only the opinion of the engineer as to the possible locations. This information may be obtained from visible surface evidence, utility company records or soil borings performed by others, and is not represented to be the exact location or nature of these utilities or soils in the field. Client agrees that GHA may reasonably rely on the accuracy and completeness of information furnished by third parties respecting utilities, underground conditions and soils without performing any independent verification. Contractor is solely responsible for utility locations, their markings in the field and their placement on the plans based on information they provided. Client agrees GHA is not liable for damages resulting from utility conflicts, mistaken utility locates, unfavorable soils, and concealed or unforeseen conditions, including but not limited to added construction costs and/or project delays. If the Client wishes to obtain the services of a contractor to provide test holes and exact utility locations, GHA may incorporate that information into the design and reasonably rely upon it. If not included in the Scope of Basic Services, such work will be compensated as additional services.

**9. Opinion of Probable Construction Costs.** GHA's Scope of Basic Services may include the preparation of an opinion of probable construction costs. Client acknowledges that GHA has no control over the costs of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable costs, shall be made on the basis of experience and qualifications applied to the project scope contemplated by this Agreement as well as information provided by Client (the accuracy and completeness of which GHA may rely upon), and represent GHA's reasonable judgment. Client accepts that GHA does not guarantee or warrant that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared for the Client. GHA shall not be liable for cost differentials between the bid and/or actual costs and GHA's opinion of probable construction costs. Client agrees it shall employ an independent cost estimator if, based on its sole determination, it wants more certainty respecting construction costs.

**10. Contractor's Work.** Client agrees that GHA does not have control or charge of and is not responsible for construction means, methods, techniques, sequences or procedures, or for site or worker safety measures and programs including enforcement of Federal, State and local safety requirements, in connection with construction work performed by the Client or the Client's construction contractors. GHA is not responsible for the supervision and coordination of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators, suppliers, or any of their employees, agents and representatives of such workers, or responsible for any machinery, construction equipment, or tools used and employed by contractors and subcontractors. GHA has no authority or right to stop the work. GHA may not direct or instruct the construction work in any regard. In no event shall GHA be liable for the acts or omissions of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators or suppliers, or any persons or entities performing any of the work, or for failure of any of them to carry out their work as called for by the Construction Documents. The Client agrees that the Contractor is solely responsible for jobsite and worker safety and warrants that this intent shall be included in the Client's agreement with all prime contractors. The Client agrees that GHA and GHA's personnel and consultants (if any) shall be defended/indemnified by the Contractor for all claims asserted against GHA which arise out of the Contractor's or its subcontractors' negligence, errors or omissions in the performance of their work, and shall also be named as an additional insured on the Contractor's and subcontractors' general liability insurance policy. Client warrants that this intent shall be included in the Client's agreement with all prime contractors. If the responsible prime contractor's agreement fails to comply with the Client's intent, then the Client agrees to assume the duty to defend and indemnify GHA for claims arising out of the Contractor's or subcontractors' negligence, errors or omissions in the performance of their work.

**11. Contractor Submittals.** Shop drawing and submittal reviews by GHA shall apply only to the items in the submissions that concern GHA's scope of Basic Services and only for the purpose of assessing if, upon successful incorporation in the project, they are generally consistent with the GHA's Instruments of Service. Client agrees that the Contractor is solely responsible for the submissions and for compliance with the Instruments of Service. Owner agrees that GHA's review and action in relation to the submissions does not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to jobsite or worker safety. GHA's consideration of a component does not constitute acceptance of an assembled item.

**12. Hazardous Materials.** Client agrees that GHA has no responsibility or liability for any hazardous or toxic materials, contaminants or pollutants.

**13. Record Drawings.** If required by the Scope of Basic Services, record drawings will be prepared which may include unverified information compiled and furnished by others, the accuracy and completeness of which GHA may reasonably rely upon. Client accepts that GHA shall not verify the information provided to it and agrees GHA will not be responsible for any errors or omissions in the record drawings due to incorrect or incomplete information furnished by others to GHA.

**14. Disputes.** Client agrees to limit GHA's total aggregate liability to the Client for GHA's alleged acts, errors or omissions to \$50,000 or the amount of GHA's paid fees for its services on the project, whichever is greater. GHA's liability to Client shall be limited to twelve months from the last invoice submitted to Client by GHA, regardless of payment by Client. GHA makes no guarantees or warranties, either expressed or implied, including any warranty of habitability or fitness for a particular purpose. The parties agree to waive all claims against the other for any and all consequential damages, including attorneys' fees. The parties agree to waive against each other all rights and claims otherwise covered by property insurance, by builder's risk insurance or by all risk insurance, including but not limited to subrogation rights regardless of whether the claims arise during or post-construction and regardless of final payment to GHA.

All disputes arising out of or relating to this Agreement shall first be negotiated between the parties. If unresolved, the dispute shall be submitted to mediation as a condition precedent to litigation. Mediation shall take place in Chicago, Illinois unless the Client and GHA mutually agree otherwise. The fees and costs of the mediator shall be apportioned equally between the parties. If mediation is unsuccessful, litigation shall be the form of dispute resolution and shall be filed in the jurisdiction where the project was pending. The controlling law shall be the law of the jurisdiction where the project was located. Client agrees that all causes of action under this Agreement shall be deemed to have accrued and all statutory limitations periods shall commence no later than the date of GHA's services being substantially completed. Client agrees that any claim against GHA arising out of this Agreement shall be asserted only against the entity and not against GHA's owners, officers, directors, shareholders, or employees, none of whom shall bear any liability and may not be subject to any claim.

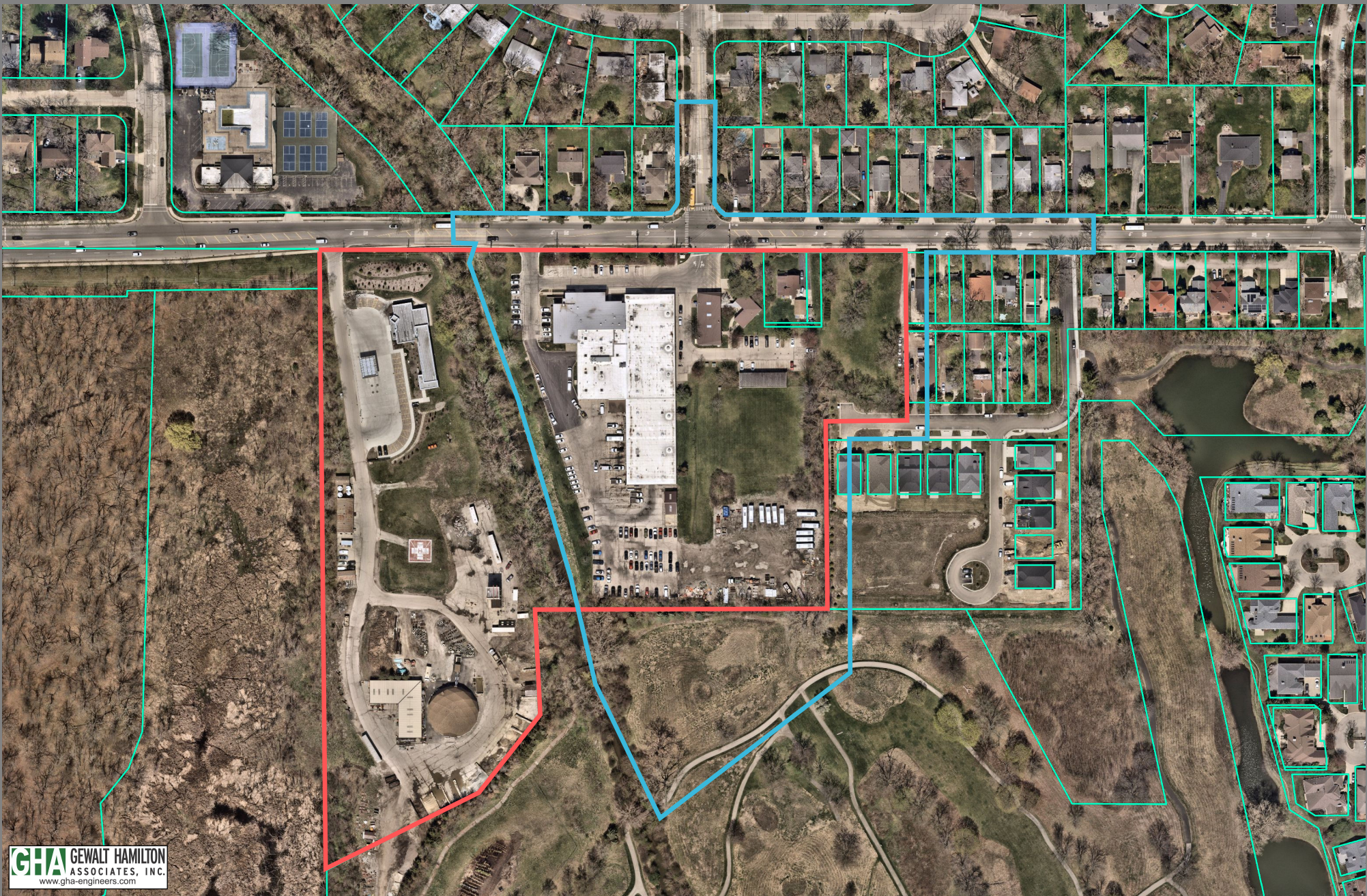
**15. Miscellaneous.** Either Client or GHA may terminate this Agreement without penalty at any time with or without cause by giving the other party ten (10) calendar days prior written notice. The Client shall, within thirty (30) calendar days of termination pay GHA for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions of this Agreement. Client shall not assign this Agreement without GHA's prior written consent. There are no third-party beneficiaries to this Agreement.

**GHA PROFESSIONAL SERVICES HOURLY RATE GUIDE:**  
**2025**

The following rates will remain in effect until December 31, 2025, at which time they are subject to an annual increase:

PRINCIPAL	\$ 270.00	ENGINEER TECHNICIAN V	\$ 205.00
SENIOR PROJECT MANAGER II	\$ 255.00	ENGINEER TECHNICIAN IV	\$ 172.00
SENIOR PROJECT MANAGER I	\$ 225.00	ENGINEER TECHNICIAN III	\$ 155.00
PROJECT MANAGER II	\$ 206.00	ENGINEER TECHNICIAN II	\$ 130.00
PROJECT MANAGER I	\$ 182.00	ENGINEER TECHNICIAN I	\$ 95.00
ENGINEER VI	\$ 215.00	LANDSCAPE ARCHITECT	\$ 185.00
ENGINEER V	\$ 200.00	DATA MANAGER	\$ 165.00
ENGINEER IV	\$ 185.00	DATA TECHNICIAN III	\$ 154.00
ENGINEER III	\$ 175.00	DATA TECHNICIAN II	\$ 137.00
ENGINEER II	\$ 158.00	DATA TECHNICIAN I	\$ 105.00
ENGINEER I	\$ 149.00	ENVIRONMENTAL RESOURCE SPECIALIST IV	\$ 200.00
LAND SURVEYOR IV	\$ 220.00	ENVIRONMENTAL RESOURCE SPECIALIST III	\$ 180.00
LAND SURVEYOR III	\$ 181.00	ENVIRONMENTAL RESOURCE SPECIALIST II	\$ 155.00
LAND SURVEYOR II	\$ 160.00	ENVIRONMENTAL RESOURCE SPECIALIST I	\$ 142.00
LAND SURVEYOR I	\$ 140.00	ADMINISTRATIVE II	\$ 118.00
GIS TECHNICIAN IV	\$ 192.00	ADMINISTRATIVE I	\$ 95.00
GIS TECHNICIAN III	\$ 165.00	ACCOUNTING MANAGER	\$ 200.00
GIS TECHNICIAN II	\$ 135.00	ACCOUNTING II	\$ 144.00
GIS TECHNICIAN I	\$ 115.00	ACCOUNTING I	\$ 135.00
CAD MANAGER	\$ 230.00		
CAD TECHNICIAN III	\$ 158.00		
CAD TECHNICIAN I	\$ 130.00		
CAD TECHNICIAN I	\$ 105.00		

Services provided under this Agreement will be billed according to the rates in effect at the time services are rendered.



1 in = 230 ft

- Plat of Survey Limits
- Existing Conditions Limits

# Survey Limits Exhibit

Gewalt Hamilton Associates, Inc.

# Staff Report

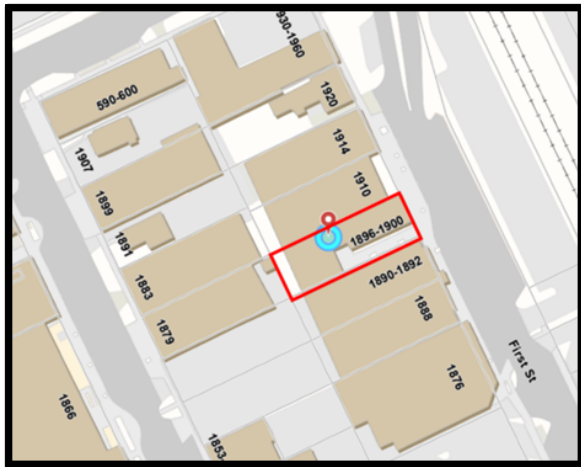


**Meeting Date:** October 20, 2025  
**Staff Contact:** Karl Burhop, Senior Planner  
**Department:** Community Development Department

**Title:** An Ordinance Granting Variances From Article XX of the Zoning Code (The Barn, 1900 First Street)

## **Recommendation:**

Staff recommend granting the requested sign variances, allowing an internally illuminated projecting sign and internally illuminated wall sign at 1900 First St. (the, “Property”).



## **Policy Consideration:**

The City Council considered this request at its [Oct. 6](#), 2025 meeting, and directed staff to draft an approval ordinance.

The City Council requested the power supply box be located elsewhere and screened from view. The ordinance has a Condition C stating:

- “Screening of Power Supply Box. The power supply box for the Proposed Signs must be located on the Property in a manner that is hidden from view from adjacent rights-of-way.”

<b>Site Location:</b>	1900 First St.
<b>Zoning District:</b>	B5 Central Business District
<b>Applicant:</b>	Dave Gonzales (APO Architecture PC)
<b>Property Owner:</b>	Imperial Realty Company
<b>Project Name / Description</b>	Barn Steakhouse Sign Code Variations

**Proposed Amendment.**

The Applicant proposes:

- An internally illuminated wall sign 20.83 sq. ft. in area. Internal illumination requires a sign variance.
- An illuminated projecting sign (also known as a ‘blade’ sign) at the northeast corner of the façade 2.8 sq. ft. in area<sup>[1]</sup>. Internal illumination,

encroaching into or over the public right-of-way, and the sign type (projecting sign) require variances.

- Installation Hanitatek Solar Bronze 35 Window Film to all First Street facing windows, one gas lamp sconce, and trimboards to be painted in black matte finish at two locations.

The Applicant’s narrative explaining the project is in **Attachment 1** (no changes from the Oct. 6 Council meeting). The sign dimensions and design material exhibits are in **Exhibit B** (as stated previously the projecting sign was reduced in area; the internal lighting information is also included. The tenant space (currently vacant) is zoned B5. The signs are for a tenant that will occupy the first floor. Note that there is an existing tenant next store (nail salon) with existing signage, all of which shall remain, and are not part of this review.

Per Sec. 150.2024, one wall identification sign is allowed, up to 90 sq. ft. in area. The two proposed signs combined are 23.6 sq. ft. the projecting sign will project 27 total inches.

**Public Comment.**

No written comments were submitted

**Request for Relief.**

The applicant requests the following relief to allow one 2.8 Sq. Ft (1.67” by 1.67’) illuminated projecting sign on the façade above the entryway at 12.3’ off the ground and one illuminated wall sign, which requires the following variations to allow:

- The installation of projecting sign.<sup>[2]</sup>
- Internal illumination of both the wall sign and projecting sign in the B5 District<sup>[3]</sup>.

- Encroachment into the ROW<sup>[4]</sup> for the projecting sign.

### **Standards for Relief.**

There are two sets of standards related to this matter. The first are general that pertain to all sign and then there are standards particular to projecting signs.

- *General Standards* per Sec. [150.2031\(B\)](#):
  - “Standards. No variance from the requirements of this Article XX shall be granted unless the Plan and Design Commission or the City Council, as the case may be, determines that:
    - (i) the requested variance is appropriate due to a particular hardship or special unique circumstance, and
    - (ii) the requested variance will not defeat the fundamental purposes and intent of this Article as expressed in [Section 150.2002](#) of this Chapter, and
    - (iii) the requested variation will not be detrimental to the public welfare or injurious to property in the vicinity of the Lot for which a variance is granted.”
- *Specific Standards* per the Sign Code [Sec. 150.2031\(C\)\(1\)\(g\)](#):
  - “To permit a Projecting Sign on a Lot, but only when that Sign is pedestrian-oriented, is of an artistic nature, and is part of a Sign package. The mounting brackets of the Projecting Sign shall be an integral part of the Sign and complementary to the design of the Sign.”

<sup>[1]</sup> The projecting sign was 3.24 sq. ft. on the prior submission (for the Oct. 6 City Council meeting), and staff indicated the Applicant stated they would reduce to three sq. ft. or below.

<sup>[2]</sup> Projecting signs are prohibited per Sec. 150.2027(J), but are allowed by variance per Sec. 150.2031(C)(1)(g).

<sup>[3]</sup> Internal illumination is prohibited in the B5 Zoning District per Sec. 150.2007, but is allowed by variance per Sec. 150.2031(C)(2)

<sup>[4]</sup> Not complying with Sec. 150.2014(A) and Sec. 150.2027(G).

### **Core Priorities:**

**Economic Development.** The Barn represents an important addition to the City's restaurant community that was attracted to the City through its economic development incentives.

**Vibrancy.** The proposal adds to the vibrancy of downtown by adding visual interest through high-quality aesthetic design of signs.

### **Attachments:**

1. Ordinance Exhibit A - Legal Description of the Property
2. Ordinance Exhibit B - Sign Plans
3. Ordinance Exhibit C - Unconditional Agreement and Consent
4. Attachment 1 - Project Narrative

**City of Highland Park**

**Ordinance No.**

**An Ordinance Granting Variances From Article XX of the Zoning Code (The Barn, 1900 First Street)**

**WHEREAS**, Imperial Realty Company, an Illinois corporation ("**Owner**"), is the record title owner of the real property located in the B5 Central Business District of the City ("**B5 District**"), commonly known as 1900 First Street, and legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance ("**Property**"); and

**WHEREAS**, the Property is improved with a one-story commercial structure ("**Building**"); and

**WHEREAS**, The Barn Steakhouse 2, LLC, an Illinois limited liability company ("**Applicant**"), desires to operate a restaurant in the Building; and

**WHEREAS**, the Applicant desires to install (i) a new internally-illuminated sign on the Building that will project from the Building and into the First Street public right-of-way ("**Proposed Projecting Sign**"); and (ii) a new internally-illuminated wall sign on the Building ("**Proposed Wall Sign**"); and

**WHEREAS**, pursuant to Section 150.2027(J) of the "City of Highland Park Zoning Ordinance of 1997," as amended ("**Zoning Code**"), projecting signs are prohibited in the City; and

**WHEREAS**, pursuant to Section 150.2007(A)(3) of the Zoning Code, signs may not be internally illuminated; and

**WHEREAS**, Sections 150.2014(A) and 150.2027(G) of the Zoning Code prohibit signs that are located in, or project over, any public right-of-way and

**WHEREAS**, the Applicant, with the consent of the Owner, has filed an application for variances from Sections 150.2007(A)(3), 150.2014(A), 150.2027(J), and 150.2027(G) of the Zoning Code to permit the installation of the Proposed Projecting Sign and Proposed Wall Sign (collectively, the "**Proposed Signs**") on the Property (collectively, the "**Requested Variances**"); and

**WHEREAS**, pursuant to Section 150.2031(C)(2) of the Zoning Code, the City Council is authorized to consider and grant the Requested Variances; and

**WHEREAS**, at its regularly scheduled meeting on October 20, 2025, the City

Council heard and considered the Applicant's request for the Requested Variances; and

**WHEREAS**, the City Council has determined that the Requested Variances meet the required standards for variances from Article XX of the Zoning Code, as set forth in Section 150.2031(B) of the Zoning Code; and

**WHEREAS**, the City Council has determined that it will serve and be in the best interest of the City to grant the Requested Variances to permit the Proposed Signs, subject to the conditions, restrictions, and provisions of this Ordinance;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS**, as follows:

**SECTION ONE: RECITALS.** The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the City Council.

**SECTION TWO: APPROVAL OF REQUESTED VARIANCES.** Pursuant to Section 150.2031(C)(2) of the Zoning Code and the home rule powers of the City, and subject to, and contingent upon, the conditions, restrictions, and provisions set forth in Section Three of this Ordinance, the City Council hereby grants the following variances from the Zoning Code to the Applicant to permit the installation of the Proposed Signs:

1. A variance from Section 150.2027(J) of the Zoning Code to permit installation of a projecting sign on the Property;
2. Variances from Section 150.2007(A)(3) of the Zoning Code to permit the Proposed Signs to be internally illuminated; and
3. Variances from Sections 150.2017(A) and 150.2027(G) of the Zoning Code to permit the Proposed Projecting Sign to project into the First Street right-of-way.

**SECTION THREE: CONDITIONS.** Notwithstanding any use or development right that may be applicable or available pursuant to the provisions of the Zoning Code, the approval granted pursuant to Section Two of this Ordinance is hereby expressly subject to, and contingent upon, the development, use, and maintenance of the Proposed Signs and the Property in compliance with each and all of the following conditions:

- A. **Compliance with Regulations.** The construction, development, use, operation, and maintenance of the Property and the Proposed Signs must comply with all applicable City ordinances, as the same have been or may be amended from time to time, except to the extent specifically provided otherwise in this Ordinance.
- B. **Compliance with Sign Plans.** The development, installation, use, operation, and maintenance of the Proposed Signs must comply with that certain plan prepared by ISD Imagine Sign + Design and consisting of eight sheets, with a latest revision date of September 30, 2025, a copy of which

is attached to and, by this reference, made a part of this Ordinance as **Exhibit B (“Sign Plan”)**.

- C. Screening of Power Supply Box. The power supply box for the Proposed Signs must be located on the Property in a manner that is hidden from view from adjacent rights-of-way.
- D. Limitation of Variances. The relief granted in Section Two of this Ordinance apply and is limited only to the Proposed Signs depicted and described in the Sign Plan. No future alterations or modifications may be made to either of the Proposed Signs, causing either sign to be in further nonconformity with the requirements of Article XX of the Zoning Code, without first obtaining City approval in accordance with the applicable provisions of the Zoning Code. All other signs, and portions of signs, on the Property must comply with Article XX of the Zoning Code, and all other applicable provisions of the City’s codes and ordinances.
- E. Reimbursement of City Costs. In addition to any other costs, payments, fees, charges, contributions, or dedications required under applicable City codes, ordinances, resolutions, rules, or regulations, the Applicant must pay to the City, promptly upon presentation of a written demand or demands therefor, all legal fees, costs, and expenses incurred or accrued in connection with the review, negotiation, preparation, and consideration of this Ordinance. Payment of all such fees, costs, and expenses for which demand has been made must be made by a certified or cashier’s check. Further, the Applicant is liable for, and must pay upon demand, all costs incurred by the City for publications and recordings required in connection with the aforesaid matters.

**SECTION FOUR: FAILURE TO COMPLY WITH CONDITIONS.** Upon the failure or refusal of the Owner or the Applicant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, as applicable, the approvals granted pursuant to Section Two of this Ordinance may, at the sole discretion of the City Council, by ordinance duly adopted, be revoked and become null and void; provided, however, that the City Council may not so revoke the approvals granted pursuant to Section Two of this Ordinance unless it first provides the Owner and the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the City Council. In the event of revocation, the development and use of the Property will be governed solely by the applicable provisions of the B5 District and the applicable provisions of the Zoning Code, as the same may, from time to time, be amended. Further, in the event of such revocation, the City Manager and Corporation Counsel are hereby authorized and directed to bring such enforcement action as may be appropriate under the circumstances.

**SECTION FIVE: RECORDATION; BINDING EFFECT.** A copy of this Ordinance will be recorded with the Lake County Recorder of Deeds. This Ordinance

and the privileges, obligations, and provisions contained herein inure solely to the benefit of, and are binding upon, the Owner, the Applicant, and each of their respective heirs, representatives, successors, and assigns.

**SECTION SIX: AMENDMENTS.** Any amendment to the variance granted in Section Two of this Ordinance that may be requested by the Owner or the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the City Code.

**SECTION SEVEN: EFFECTIVE DATE.**

- A. This Ordinance will be effective only upon the occurrence of all of the following events:
1. Passage by the City Council in the manner required by law;
  2. Publication in pamphlet form in the manner required by law; and
  3. The filing by the Owner and the Applicant with the City Clerk of an Unconditional Agreement and Consent, in the form of **Exhibit C** attached to and, by this reference, made a part of this Ordinance, to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance and to indemnify the City for any claims that may arise in connection with the approval of this Ordinance.
- B. In the event the Owner or the Applicant do not file fully executed copies of the Unconditional Agreement and Consent, as required by Section 7.A.3 of this Ordinance, within 30 days after the date of final passage of this Ordinance by the City Council, the City Council will have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE PROPERTY**

The property commonly known as 1900 First Street, in Highland Park, IL, legally described as follows:

Lot 6 in Block 2 in the City of Highland Park, Lake County, Illinois

**EXHIBIT B**

**SIGN PLAN**



Contact : Redgi Woods

Client: The Barn Steakhouse

Address: 1900 1st St, Highland Park, IL 60035.

Date : September 30th, 2025

Phase: Permit Package 3.1

# THE BARN STEAKHOUSE

Exterior Design Permit Package

\_\_\_\_\_  
Landlord approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client Approval

\_\_\_\_\_  
Date

APPROVED  
As Is

APPROVED  
As Noted

REVISIONS  
Needed

# AREA PLAN AND PROJECT INFORMATION

## PROJECT TITLE

The Barn House

## ADDRESS

1900 1st St, Highland Park, IL 60035

## SCOPE

A - Panel Sign  
B - Blade Sign

## OWNER OF REAL PROPERTY

Alfred Klairmont  
CEO & President  
Imperial Realty Company  
4747 West Peterson, Suite 200  
Chicago, IL 60646  
Phone: 773-736-8344

## LESSEE OF REAL PROPERTY

Amy Morton  
Owner-Operator  
AMDP Management  
312.510.1004  
THE BARN STEAKHOUSE  
thebarnsteakhouse.com

## GENERAL CONTRACTOR

Kirk Bacastow | Vice President of Construction  
LG GROUP  
363 W Ontario St  
Chicago, IL 60654  
kirk@lg-group.com  
773.343.7536

## ELECTRICAL CONTRACTOR

Dexter Electric Group  
334 Huehl Road  
Northbrook, IL 60062  
Ilya Bronstein

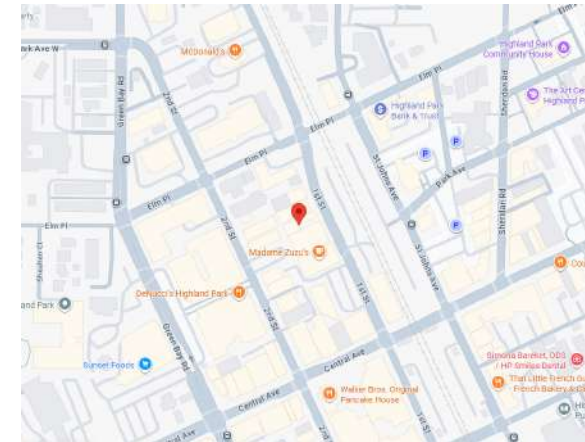
## SIGN COMPANY INFORMATION

Imagine Sign & Design LLC  
TGC 135257  
1517 W Augusta Blvd, Unit 3  
Chicago IL, 60642  
773-349-1400

## INDEX

### GENERAL

- 1.0 AREA PLAN & PROJECT INFO
- 2.0 EXISTING/PROPOSED SIGN A:
- 3.0 DESIGN/DIMENSIONS TECHNICAL DETAILS SIGN B:
- 4.0 DESIGN/DIMENSIONS ELECTRICAL DETAILS:
- 5.0 POWER & CONTROL FLOW TO SIGN



AREA MAP



AREA MAP DETAIL



SITE MAP

EXISTING CONDITIONS



NORTHEAST ELEVATION

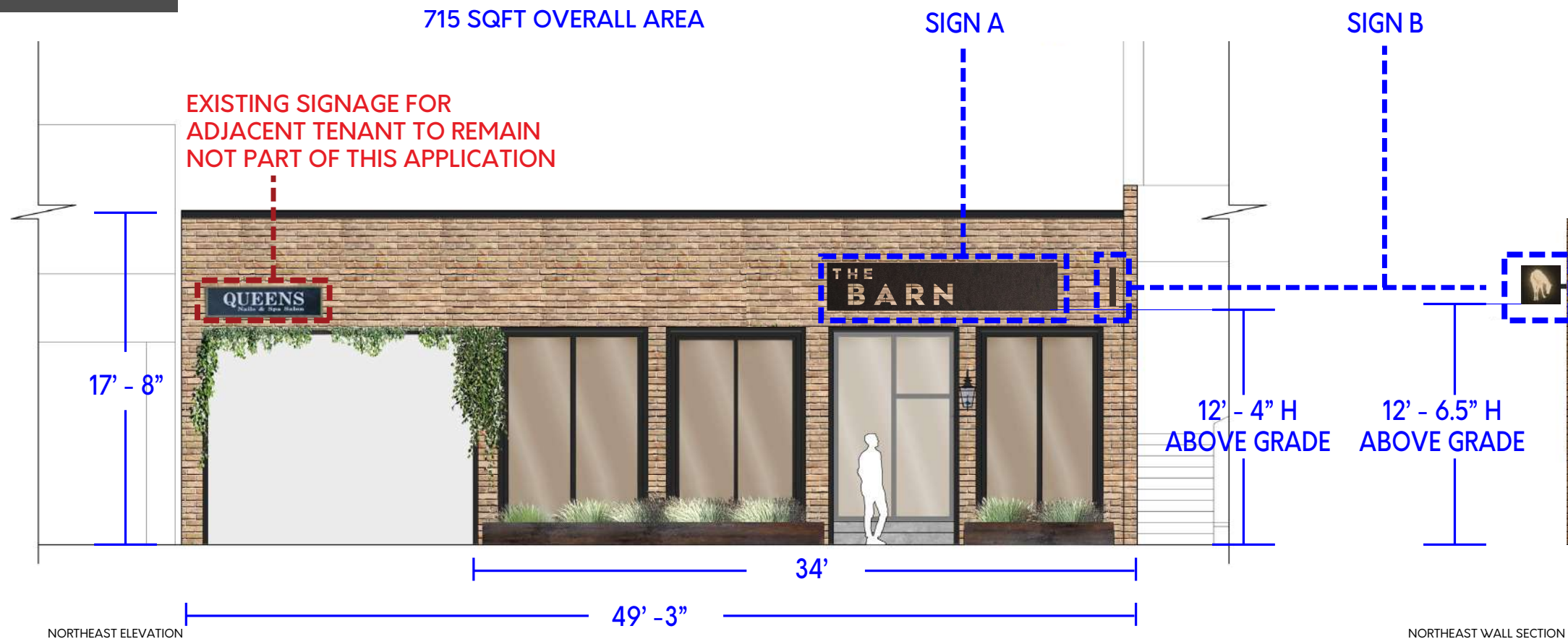
THE BARN STEAKHOUSE

1900 1st St, Highland Park, IL 60035.

Sales: Redgi Woods  
Sign type: Signage

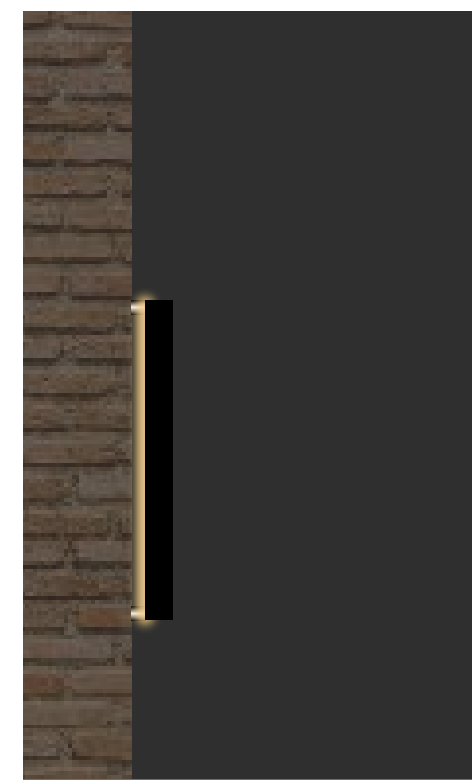
Design Package  
09/30/2025

PROPOSED



ALL DIMENSIONS ARE IN INCHES

IMAGINE SIGN + DESIGN has created the designs, ideas, drawings, artistic renderings, plans, arrangements and other creative materials set forth in this document and is the sole owner of all right, title and interest therein, including, without limitation, all copyrights and other intellectual property rights with respect thereto. No person shall reproduce, use or disclose any of these materials without the express written permission of IMAGINE SIGN+DESIGN . By accepting receipt here of, the recipient acknowledges and agrees to the foregoing.



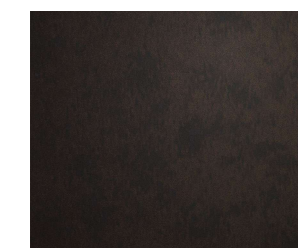
THE BARN STEAKHOUSE

1900 1st St, Highland Park, IL 60035.

Sales: Redgi Woods  
Sign type: Signage

Design Package  
09/30/2025

A. ALUMINUM BACKER WITH  
624 PROTODYNASTIC  
ALUMINUM FACE, 3"  
WELDED RETURNS.  
CUTOUT CHARACTERS.  
BACK LIT (2700K).  
1" STEEL STANDOFFS  
PAINTED TO MATCH.

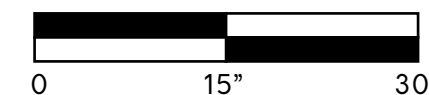


624 PROTODYNASTIC ALUMINUM



REFERENCE

SCALE 1:15



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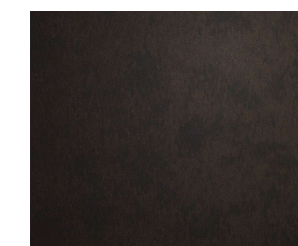
THE BARN STEAKHOUSE

1900 1st St, Highland Park, IL 60035.

Sales: Redgi Woods  
Sign type: Signage

Design Package  
09/30/2025

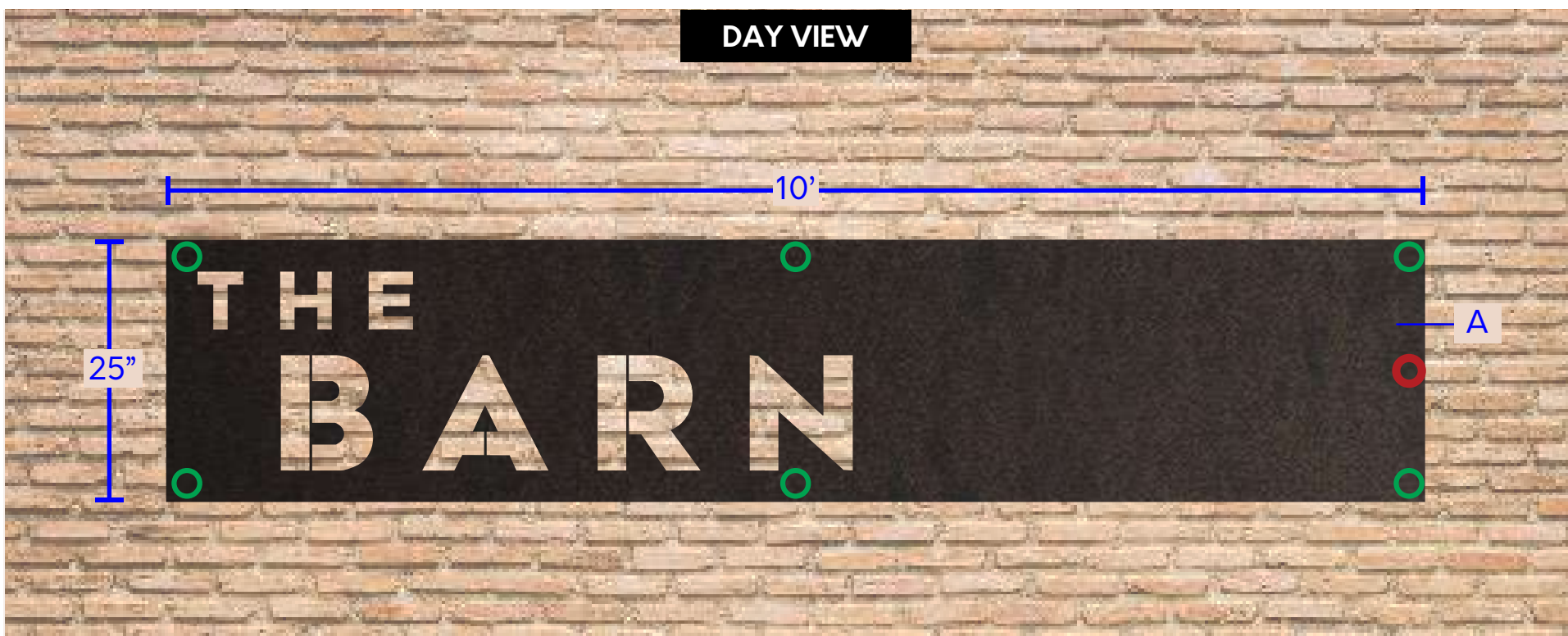
A. ALUMINUM BACKER WITH 624 PROTODYNAMIC ALUMINUM FACE, 3" WELDED RETURNS. CUTOUT CHARACTERS. BACK LIT (2700K). 1" STEEL STANDOFFS PAINTED TO MATCH.





624 PROTODYNAMIC ALUMINUM



REFERENCE



-  ELECTRICAL CALLOUT
-  1" STEEL STANDOFFS

SCALE 1:15



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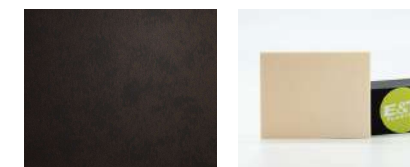
THE BARN STEAKHOUSE

1900 1st St, Highland Park, IL 60035.

Sales: Redgi Woods  
Sign type: Signage

Design Package  
09/30/2025

- A. 4" D-ALUMINUM CABINET WITH 624 PROTODYNASTIC ALUMINUM FACES. CUTOUT GRAPHIC. INTERNALLY LIT (2700K).
- B. 1/8" PASTEL ORANGE ACRYLIC.
- C. 2"x2" STEEL TUBE WITH MOUNTING PLATE

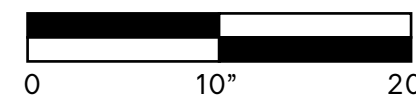


624 PROTODYNASTIC ALUMINUM

PASTEL ORANGE L-662 GLOSS



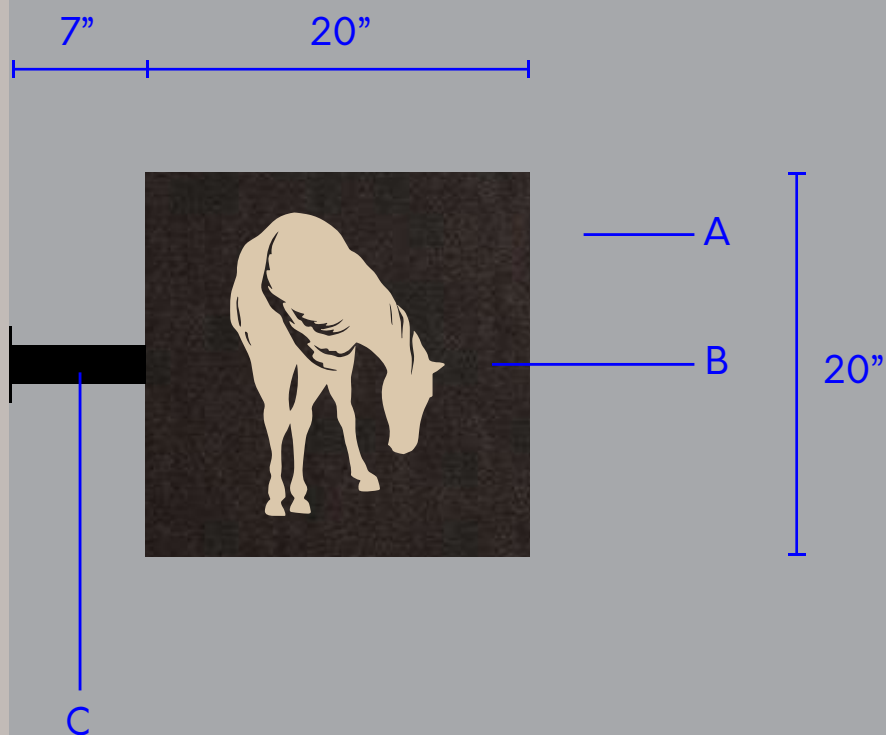
REFERENCE  
SCALE 1:10



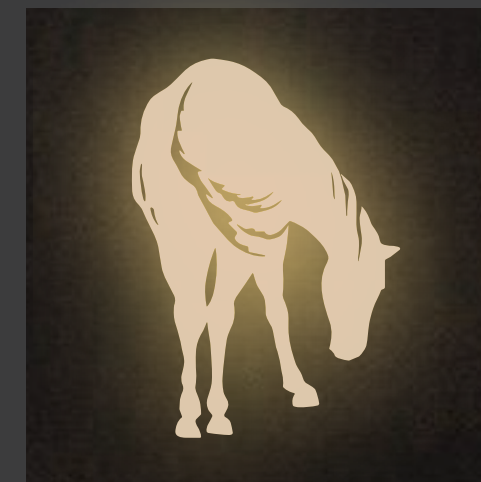
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DAY VIEW



NIGHT VIEW



THE BARN STEAKHOUSE

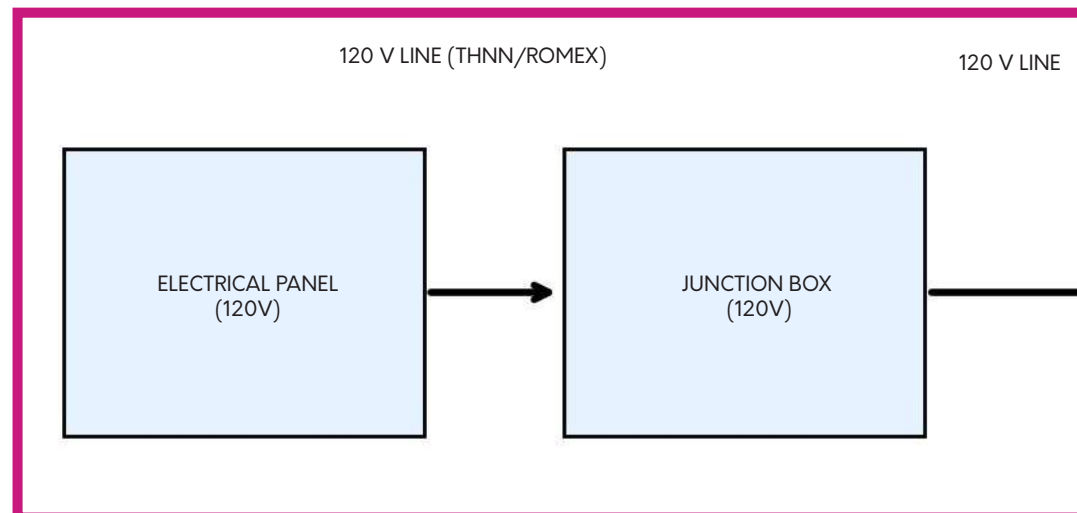
1900 1st St, Highland Park, IL 60035.

Sales: Redgi Woods  
Sign type: Signage

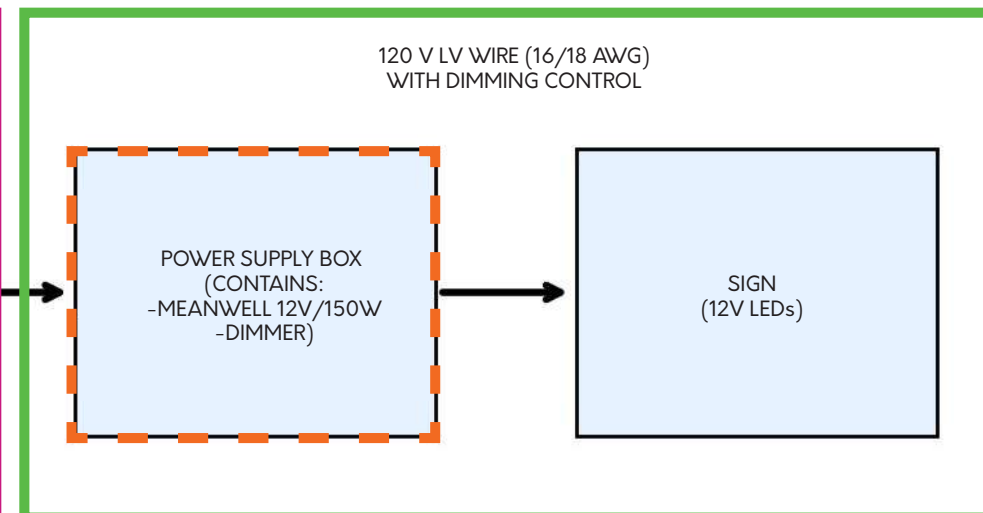
Design Package  
09/30/2025



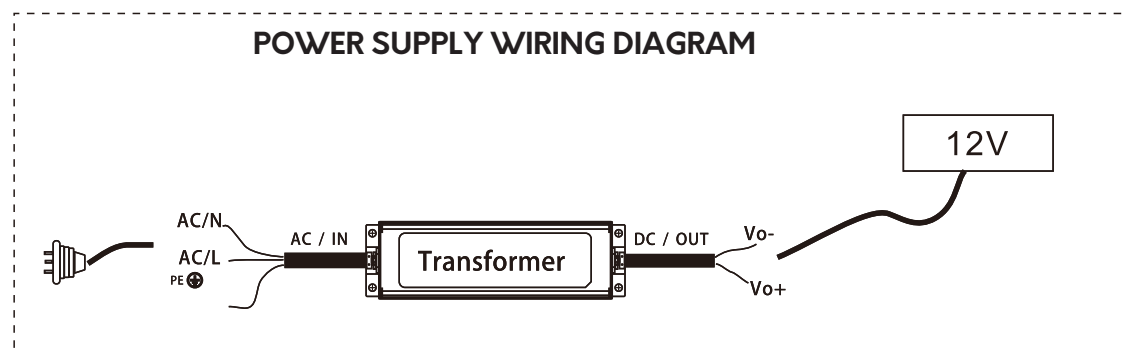
BY ELECTRICAL CONTRACTOR



BY IMAGINESIGN & DESIGN



POWER & CONTROL FLOW TO SIGN



UL-certified waterproof power supply



Power Supply Model:ELG-75-12B (2 units in total)  
 Input Voltage Range: 100-305V  
 Total Watts: 150W  
 Current Per Supply: 1.25A at 120V Input.

ALL DIMENSIONS ARE IN INCHES

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***ISD***

**IMAGINE**  
SIGN + DESIGN

**THANK YOU!**

**EXHIBIT C**

**UNCONDITIONAL AGREEMENT AND CONSENT**

TO: The City of Highland Park, Illinois (“*City*”):

**WHEREAS**, Imperial Realty Company, an Illinois corporation (“*Owner*”), is the record title owner of that certain real property commonly known as 1900 First Street, in the City (“*Property*”); and

**WHEREAS**, Ordinance No. \_\_\_\_\_, adopted by the City Council on October 20, 2025 (“*Ordinance*”), grants variances from the “City of Highland Park Zoning Ordinance of 1997,” as amended, to The Barn Steakhouse 2, LLC (“*Applicant*”) to permit the installation of a projecting sign and a wall sign on the building on the Property; and

**WHEREAS**, Section Seven of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Owner and the Applicant have filed, within 30 days following the passage of the Ordinance, their unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance;

**NOW, THEREFORE**, the Owner and the Applicant hereby agree and covenant as follows:

1. The Owner and the Applicant hereby unconditionally agree to, accept, consent to, and will abide by, each and all of the terms, conditions, limitations, restrictions, and provisions of the Ordinance.

2. The Owner and the Applicant acknowledge that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Owner and the Applicant acknowledge and agree that the City is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the City’s granting of the variances for the Property or its adoption of the Ordinance, and that the City’s approval of the variances does not, and will not, in any way, be deemed to insure the Owner or the Applicant against damage or injury of any kind and at any time.

4. The Owner and the Applicant hereby agree to hold harmless and indemnify the City, the City’s corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the City’s adoption of the Ordinance granting the variances for the Property.

[SIGNATURE PAGE FOLLOWS]

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

ATTEST:

**IMPERIAL REALTY COMPANY**

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

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

ATTEST:

**THE BARN STEAKHOUSE 2, LLC**

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

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

September 25, 2025

To: **Anthony Mistretta, Planner**

***The City of Highland Park***

***Department of Community Development – Planning Division***

1150 Half Day Road

Highland Park, IL 60035

(847) 926-1858

**RE: The Barn Steakhouse – 1900 First Street: Project Narrative**

## **THE BARN STEAKHOUSE CONCEPT STATEMENT – FACADE AND SIGNAGE**

The Barn Steakhouse in Highland Park is a hide-a-way waiting to be discovered; classic and clubby with old world charm. The look and feel of the restaurant is a throwback to the classic club styled steakhouse with a dramatic bar, plush leather seating and wooden bead board ceiling; all creating an intimate ambiance hidden behind glazed windows that calls patrons back to a lost era.

The exterior at 1900 First Street is perfectly suited for The Barn Steakhouse, the facade clad in simple Chicago brick with a vine-filled, cobblestone alley adjacent that will be a much coveted outdoor dining destination.

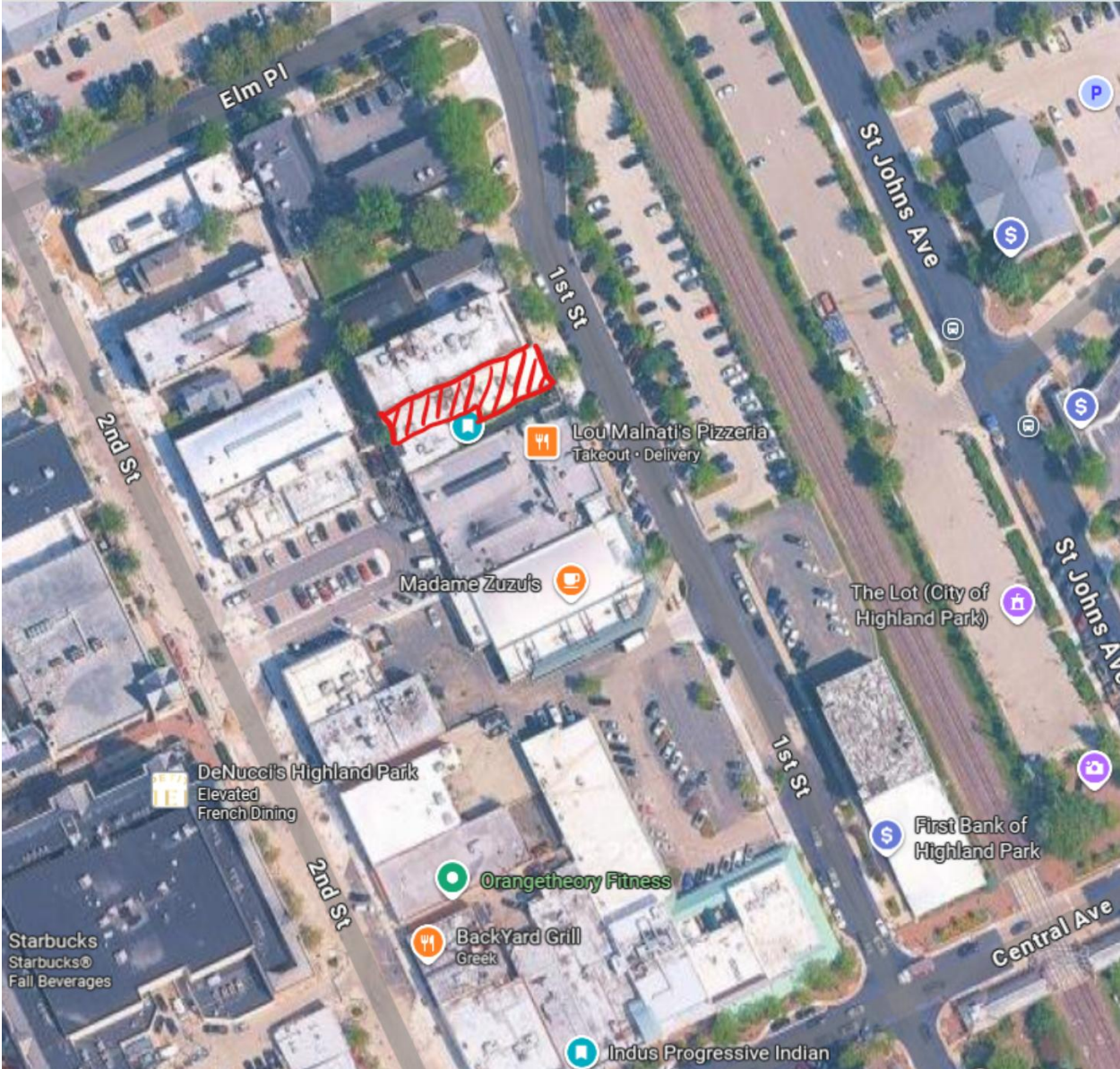
The Barn Steakhouse is smart, simple and warm. There is nothing flashy or shiny about the concept which is why the signage is understated. Made out of natural materials the dark-bronze, steel, flush mount sign hung slightly off center above the front door will glow illuminating the natural brick beneath. No lights will be seen from the sign, only a glow illuminating the letters THE BARN and creating a halo around the edge of the metal work.

The small blade sign is playful and will glow as well with the warmest light possible at 2700 creating visibility from North and South as patrons walk down the sidewalk to the entrance.

The signage is meant to match the experience inside the restaurant which is subtle, playful, smart and timeless.

## VICINITY MAP

1900 First Street, Highland Park, IL



## CONTEXTUAL PHOTOS



1900 First Street – Front Façade (looking west)



Property Directly North (1910 First Street)

# APO Architecture



Property Directly South (Pulse Fitness – 1892 First Street)



Property South (The Box – 1890 First Street)

# APO Architecture



Looking North From Property



Looking South at Property

# APO Architecture



Looking South from Property



Looking North at Property

# APO Architecture

Please let me know if you have any questions prior to the city meeting.

Looking forward to meeting discussing our project!

Sincerely,

**Dave Anthony Gonzales, RA**

*Managing Partner*

CC: Amy Morton, Owner

# Staff Report



**Meeting Date:** October 20, 2025  
**Staff Contact:** William Brennan, Deputy Fire Chief  
Joe Schrage, Fire Chief  
**Department:** Fire Department

**Title:** A Resolution Approving the Purchase of a Cot System from Stryker Corporation of Kalamazoo, Michigan

**Recommendation:**

Staff recommends purchase of a Stryker Self Loading Cot system for improved patient handling. The purchase of this Stryker Self Loading Cot System will complete the outfitting of Highland Park's new front line and reserve ambulances. Although there is another firm that provides a self-loading system, it is not compatible nor interchangeable with the cots that are used by the Department, thus a bid waiver is requested as this is a sole source purchase.

**Policy Consideration:**

Paramedics are consistently placed in physical situations that have potential to result in back injuries. These incidents involve, but are not limited to, handling and transporting injured patients with acute or chronic disorders. On a typical transport, the minimum number of lifts anticipated are as follows: 1) lifting the patient from the floor to the stretcher; 2) bringing the stretcher to waist height; 3) loading the stretcher into the ambulance; 4) unloading the stretcher from the ambulance; and 5) transferring the patient from the stretcher to the hospital bed. Each of these lifts puts unique forces on the provider's body and presents opportunities for injury.

The Stryker Self Loading Cot system is an innovative battery-powered hydraulic system that raises and lowers the patient with the touch of a button. It reduces strenuous lifting and the associated risk of back injury. Use of the Stryker Self Loading Cot System has proven to reduce spinal loading, resulting in reduced injuries, lost or modified workdays, and workers' compensation costs.

The manual back-up system provides complete cot operation in the event of power loss. Retractable head section allows the cot to be shortened in any height position for maximum versatility and use in tight spaces. Exclusive automatic high speed retract feature reduces load and unload times. The Stryker Self Loading Cot system is a tool used to reduce back injuries. Training, practice, and personal fitness are still the primary form of protection from musculoskeletal injury.

**Core Priorities:**

**Fiscal Stability**

Due to an upcoming 5% price increase we are seeking early approval to secure the current price. The total cost is not to exceed \$95,000.00. Funds have been allocated in the FY2026 Capital Improvement Program budget for this equipment (1110401.71040). This equipment will be purchased, delivered, and installed in FY2026.

**Public Safety**

Vital tool for treatment and transport for EMS.

**Infrastructure Investment**

The same cot is used in all Highland Park Fire Department ambulances and allows for interchangeability and standardization of tools within the fleet.

**Attachments:**

1. Exhibit A - Stryker Quote

**City of Highland Park**

**Resolution No.**

**A Resolution Approving the Purchase of a Cot System from Stryker Corporation of Kalamazoo, Michigan**

**WHEREAS**, the Highland Park Fire Department ("**Department**"), as part of an established replacement schedule, has identified the need to update the cot system in the City's reserve ambulance ("**Cot System**"); and

**WHEREAS**, the Department's replacement schedule calls for the addition of one Cot System in 2026 for a new ambulance purchase; and

**WHEREAS**, the City's three other ambulances already contain new Cot Systems manufactured by Stryker Corporation, of Kalamazoo, Michigan ("**Stryker**"); and

**WHEREAS**, the Department has been satisfied with the performance and reliability of the Cot Systems manufactured by Stryker; and

**WHEREAS**, the City has determined that, in order to provide effective and efficient life safety services, it is in the best interest of the City that the Cot Systems within all City ambulances be of the same make and model; and

**WHEREAS**, Stryker has submitted a quote for the sale of one new Cot System to the City in an amount not to exceed \$95,000.00; and

**WHEREAS**, Stryker is the sole source available to the City for the purchase of the a new Cot System manufactured by Stryker; and

**WHEREAS**, the City Council has determined that it is appropriate to waive competitive bidding for the purchase of one new Cot System, in accordance with the City's Purchasing and Fixed Asset Policies and Procedures Manual ("**Purchasing Manual**"); and

**WHEREAS**, the City Council has determined that it will serve and be in the best interest of the City and its residents to purchase one new Cot System from Stryker, in an amount not to exceed \$95,000.00;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS**, as follows:

**SECTION ONE: RECITALS.** The foregoing recitals are incorporated into,

and made a part of, this Resolution as findings of the City Council.

**SECTION TWO: WAIVER OF COMPETITIVE BIDDING REQUIREMENTS.** The advertising and bidding requirements for the purchase of one new Cot System are hereby waived in accordance with the Purchasing Manual and the home rule powers of the City.

**SECTION THREE: APPROVAL OF PURCHASE.** The purchase of one new Cot System from Stryker, in a total amount not to exceed \$95,000.00, is hereby approved.

**SECTION FOUR: EXECUTION OF REQUIRED DOCUMENTATION.** The City Manager and the Deputy City Clerk are hereby authorized to execute and attest, on behalf of the City, all documents necessary to complete the purchase authorized pursuant to Section Three of this Resolution.

**SECTION FIVE: EFFECTIVE DATE.** This Resolution will be in full force and effect from and after its passage, by a vote of two-thirds of the City Council, and approval in the manner provided by law.



## New Ambulance - w/ warranty

Quote Number: 11080499

Remit to:

Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1

Prepared For: HIGHLAND PARK FIRE DEPT

Rep:

Savannah Johnson

Attn:

Email:

savannah.johnson1@stryker.com

Phone Number:

Quote Date: 10/09/2025

Expiration Date: 01/07/2026

Contract Start: 03/05/2025

Contract End: 03/04/2026

### Delivery Address

### Sold To - Shipping

### Bill To Account

Name: HIGHLAND PARK FIRE DEPT

Name: HIGHLAND PARK FIRE DEPT

Name: HIGHLAND PARK FIRE DEPT

Account #: 20069716

Account #: 20069716

Account #: 20069716

Address: 1130 CENTRAL AVE

Address: 1130 CENTRAL AVE

Address:

HIGHLAND PARK

HIGHLAND PARK

Illinois 60035-3299

Illinois 60035-3299

### Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	1	\$34,711.11	\$34,711.11
2.0	650705550001	6507 POWER PRO 2, HIGH CONFIG	1	\$37,524.73	\$37,524.73
3.0	650707000002	KIT, ALVARIUM BATTERY, SERVICE	2	\$587.08	\$1,174.16
4.0	650700450301	ASSEMBLY, BATTERY CHARGER	1	\$840.32	\$840.32
5.0	650700450102	ASSEMBLY, POWER CORD, NORTH AM	1	\$19.24	\$19.24
Equipment Total:					\$74,269.56

### ProCare Products:

#	Product	Description	Qty	Sell Price	Total
6.1	POWERLOAD-PROCARE	Power Load for MTS POWER LOAD 03/06/2025 - 05/05/2030 Parts, Labor, Travel Parts Only Preventative Maintenance	1	\$9,560.92	\$9,560.92
6.2	POWERPRO-PROCARE	Power Pro 2 for 6507 POWER PRO 2, HIGH CONFIG 03/06/2025 - 05/05/2030 Parts, Labor, Travel Parts Only Preventative Maintenance	1	\$4,937.94	\$4,937.94
ProCare Total:					\$14,498.86



## New Ambulance - w/ warranty

Quote Number: 11080499

Remit to: Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1

Prepared For: HIGHLAND PARK FIRE DEPT  
Attn:

Rep: Savannah Johnson  
Email: savannah.johnson1@stryker.com

Phone Number:

Quote Date: 10/09/2025

Expiration Date: 01/07/2026

Contract Start: 03/05/2025

Contract End: 03/04/2026

### Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$984.29
<b>Grand Total:</b>	<b>\$89,752.71</b>

Prices: In effect for 30 days

Terms: Net 30 Days

### Shipping & Handling Includes:

Standard freight, special packaging, semi rigging cranes, labor & delivery of equipment to final location, removal of all packaging, pre-delivery site check, education/training

### Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at [https://techweb.stryker.com/Terms\\_Conditions/index.html](https://techweb.stryker.com/Terms_Conditions/index.html).

# Purchase Order Form



**Account Manager :** Savannah Johnson

**Purchase Order Date :** 10-09-2025 11:37:00 -0400

**Cell Phone :**

**Expected Delivery Date :**

**Stryker Quote Number :** 11080499

**Customer PO Number :**

Bill To	Customer # : 20069716
Company Name :	HIGHLAND PARK FIRE DEPT
Contact or Department :	
Street Address :	
Add'l Address Line :	
City, ST, ZIP :	, ,
Phone :	

Sold To / End User	Customer # : 20069716
Company Name :	HIGHLAND PARK FIRE DEPT
Contact or Department :	
Street Address :	1130 CENTRAL AVE
Add'l Address Line :	
City, ST, ZIP :	HIGHLAND PARK, Illinois, 60035-3299
Phone :	

Deliver To	Customer # : 20069716
Company Name :	HIGHLAND PARK FIRE DEPT
Contact or Department :	
Street Address :	1130 CENTRAL AVE
Add'l Address Line :	
City, ST, ZIP :	HIGHLAND PARK, Illinois , 60035-3299
Phone :	

**Authorized Customer Initials** \_\_\_\_\_

**Authorized Customer Initials** \_\_\_\_\_

**Authorized Customer Initials** \_\_\_\_\_

Description	Total
	\$89,752.71

**Total :** \$89,752.71

# Purchase Order Form



## Accounts Payable Contact Information

Name :

Email :

Phone :

## Authorized Customer Signature

Name :

Title :

Signature :

---

Date :

---