City of Highland Park

City Council Meeting
City Hall
1707 St Johns Avenue,
Highland Park, Il 60035
June 29, 2026
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. 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.

Committee of the Whole and City Council meetings are broadcast live on the City's Facebook page and on the City's website. Meetings can be watched after the meeting from a video link on the City's website.

The City encourages individuals to sign-up for its enews for important information from the City. To sign-up for the enews, visit www.cityhpil.com.

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Minutes

A. Approval of the Minutes of the Regular Rescheduled Meeting of the City Council Held on May 27, 2026

B. Approval of the Minutes of the Closed Session of the Regular Rescheduled Meeting of the City Council Held on May 27, 2026

V. Approval of Warrant List

A. Warrant List and Wire Transfers from May 15, 2026 to June 18, 2026.

VI. Report of Mayor

A. Other Business

- Recognition of 2026 Distinguished Budget Award from GFOA

VII. Business from the Council

VIII. Business from City Staff

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

X. Omnibus

Administration

(Questions concerning these items can be directed to 847-926-1004)

1. A Resolution Ratifying the Execution of an Additional Services Agreement and Authorizing the Commencement of Phase 2 of Services for the Place of Remembrance

2. An Ordinance Amending Sections 95.001, 102.002, and 102.003 of "The Highland Park Code of 1968," as amended, Regarding the Use of Leaf Blowers

3. A Resolution Approving a Professional Services Agreement with Holiday Outdoor Decor

4. A Resolution entering into an Exterior Improvement Grant for Reich Family Kitchens LLC d/b/a Terry's Toffee (1853 Second Street)

5. A Resolution Approving the Renewal of a Concession Agreement with Complimentary Café Co Founders 2, LLC for the Highland Park Metra Station

Finance

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

6. An Ordinance Declaring Certain Property Owned by the City of Highland Park to be Surplus

7. Acceptance of the Annual Comprehensive Financial Report for the Fiscal Year Ended December 31, 2025

Public Works

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

8. A Resolution Approving Award of the Cross Connection Control Program Management Services Contract with Aqua Backflow of Elgin, Illinois

9. A Resolution Approving Award of the 2026 Street Repair Program to Builders Paving, LLC., of Hillside, Illinois

Community Development

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

10. An Ordinance Rezoning Property from the R1 Country Estate Residential District to the R6 Medium Density Residential District (1047 Livingston Street)

11. A Resolution Approving a Settlement Agreement and covenant Not to sue Relating to 1850 Green Bay Road (Albion)

Public Safety

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

12. A Resolution Approving an Intergovernmental Agreement with the Board of Education of Township High School District No. 113 For Reciprocal Reporting, Digital Image Access, and School Resource Officer

13. A Resolution Approving an Intergovernmental Agreement with TrueNorth Educational Cooperative 804 For Reciprocal Reporting of Student Criminal Offenses and Security Camera Access

14. A Resolution Ratifying a Grant Agreement with the Illinois Department of Commerce and Economic Opportunity for the Highland Park Uncrewed Aerial Program

15. A Resolution Approving an Intergovernmental Agreement Among the Member Agencies of the Northeastern Illinois Regional Crime Laboratory for Forensic Services

XI. Items Removed From Omnibus Vote Consideration

XII. Other Business

Administration
(Questions concerning these items can be directed to 847-926-1004)

A. A Resolution Initiating the Submission of a Public Question to Establish Term Limits for the Elected Offices of Mayor and Councilmember

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

B. Consideration of a Special Use Permit in the Nature of a Preliminary and Final Planned Development with Modifications from City Code; and a Plat of Re-Subdivision, with Variances from City Code (147 Central Ave.)

C. A Resolution Approving a Plat of Subdivision (0 Meadow Ln.)

XIII. Closed Session

A. 5 ILCS120/2(c)(21) - Closed Session Minutes Review

XIV. Adjournment

Staff Report

Meeting Date: June 29, 2026

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 Rescheduled Meeting of the City Council Held on May 27, 2026

Recommendation:
For the City Council's approval are the minutes of the Regular Rescheduled Meeting of the City Council held on May 27, 2026.

Attachments:
1. MIN CC 5-27-2026

MINUTES OF THE REGULAR RESCHEDULED MEETING OF THE CITY COUNCIL OF THE CITY OF HIGHLAND PARK

MEETING DATE: May 27, 2026

MEETING LOCATION: City Hall, 1707 St Johns Avenue, Highland Park, IL 60035

I. Call to Order

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

II. 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, Finance Director McCaulou, Fire Chief Schrage, Assistant City Manager Taub, Commander Curran, Communications Manager Bennett, Assistant to the City Manager Palbitska, Business Development Manager Elder, Management Analyst Cherry

Also Present: Corporation Counsel Elrod, Assistant Corporation Counsel Martinez

III. Pledge of Allegiance

IV. Approval of Minutes

A. Approval of the Minutes of the Regular Meeting of the City Council Held on May 11, 2026

B. Approval of the Minutes of the Closed Session of the Regular Meeting of the City Council Held on May 11, 2026

Councilmember Lidawer moved to approve the Minutes of the Regular Meeting of the City Council Held on May 11, 2026, and the Minutes of the Closed Session of the Regular Meeting of the City Council Held on May 11, 2026. Councilmember Blumberg seconded the motion. Upon a voice vote, the Mayor declared the motion Passed (7 - 0).

MOVER:	Councilmember Lidawer
SECONDER:	Councilmember Blumberg
AYES:	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg
NAYS:	None

V. Approval of Warrant List

A. Warrant List and Wire Transfers from May 01, 2026 to May 15, 2026.

Councilmember Tapia moved to approve the Warrant List. Councilmember Blumberg seconded the motion. Upon a roll call vote, the Mayor declared the motion Passed (7 - 0).

MOVER:	Councilmember Tapia
SECONDER:	Councilmember Blumberg
AYES:	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg
NAYS:	None

VI. Report of Mayor

Mayor Rotering noted that Item D under Other Business will be postponed to the June 29, 2026 City Council meeting at the request of the applicant. She stated that members of the community can provide comments during Business from the Public but the item will not be discussed tonight.

A. **Proclamations**

Recognizing June 2026 as LGBTQ+ Pride Month
Mayor Rotering proclaimed June as LGBTQ+ Pride Month.

Recognizing June as Immigrant Heritage Month
Mayor Rotering proclaimed June as Immigrant Heritage Month.

Alexander Vayser, North Suburban Legal Aid Clinic, shared information about the important work that is being done.

B. **Other Business**

Cancer Survivor Beauty & Support Day on June 2, 2026
Mayor Rotering noted the first Tuesday in June will be recognized as Cancer Survivor Beauty and Support Day.

Barbara Paget, Highland Park resident and event creator, shared information on this program and provided information as to how individuals can locate participating businesses.

June is Gun Violence Awareness Month #Wear Orange

Mayor Rotering noted that June is Gun Violence Awareness Month in memory of high school student Hadiya Pendleton, who was shot and killed on a playground in Chicago in 2013. She recognized June 4th as National SAFE Gun Storage Day and June 21st marks National ASK Day, an initiative of the Brady Campaign to End Gun Violence.

Susan Mason, Deerfield/Highland Park Moms Demand Action, provided comments.

Recognizing Responsibility in Firearms Legislation (RIFL) Act
Mayor Rotering noted that the first item on the omnibus agenda is a resolution of a statewide legislative initiative, The Responsibility in Firearm Legislation Act, known as RIFL Act. She noted that the resolution formalizes the City's support for this action to hold gun manufacturers financially liable for gun violence by requiring them to pay fees based on the public health costs of injuries, to take effect January 1, 2028, through a no-fault compensation program for victims.

Beach and Boating Safety
Mayor Rotering noted that Water Safety Month serves as a reminder of how important it is to practice water safety when swimming, boating, and enjoying our beaches, pools, and other water activities. She voiced support of the City's colleagues of the Park District of Highland Park's water safety campaign.

VII. Business from the Council

There was none.

VIII. Business from City Staff

City Manager Neukirch highlighted items on the omnibus agenda.

A. Overview of Leaf Blower Regulations
City Manager Neukirch introduced the presentation of Leaf Blower Regulations.

Management Analyst Cherry provided an overview of Leaf Blower Regulations and staff's recommendation for future consideration.

Councilmember Lidawer suggested the current ban be extended until September 30, 2027; City Manager Neukirch and Councilmember Lidawer discussed the staff recommendation which includes a report and recommendation to the City Council in the first quarter of 2027, following the consultant evaluation.

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

Renee Bova, Highland Park resident, spoke about how democrats need a boss.

X. Omnibus

Councilmember Lidawer provided comments on item 8.

Councilmember Tapia moved to approve items 1-9 by omnibus vote consideration. Councilmember Blumberg seconded the motion. Upon a roll call vote, the Mayor declared the motion Passed (7 - 0).

MOVER:	Councilmember Tapia
SECONDER:	Councilmember Blumberg
AYES:	Mayor Rotering, Councilmember Center, Councilmember Meckler Bruckman, Councilmember Ross, Councilmember Tapia, Councilmember Lidawer, Councilmember Blumberg
NAYS:	None
PRESENT:	None

Administration

1. Adoption of a Resolution (R61-2026) by omnibus vote consideration titled, “A Resolution in Support of The Responsibility in Firearm Legislation (RIFL) Act (HB 3320/SB 2279)”.

2. Adoption of a Resolution (R62-2026) by omnibus vote consideration titled, “A Resolution entering into an Exterior Improvement Grant for Magic Vision LLC (d/b/a Highland Bar & Kitchen)”.

3. Adoption of a Resolution (R63-2026) by omnibus vote consideration titled, "A Resolution entering into an Exterior Improvement Grant for Twinkle Twinkle Little North LLC (d/b/a Twinkle Twinkle Little One)".

4. Adoption of a Resolution (R64-2026) by omnibus vote consideration titled, "A Resolution entering into an Exterior Improvement Grant for Taylor Reese, LTD (d/b/a Taylor Reese Salon)".

5. Adoption of a Resolution (R65-2026) by omnibus vote consideration titled, "A Resolution entering into an Exterior Improvement Grant for Legend of Time Inc. (d/b/a Legend of Time)".

Public Works

6. Adoption of a Resolution (R66-2026) by omnibus vote consideration titled, "A Resolution Approving Award of the First Street Parking Garage Repair Project Contract to Golf Acquisition Group, LLC., of Hammond, Indiana".

7. Adoption of a Resolution (R67-2026) by omnibus vote consideration titled, "A Resolution Approving the Award of the Lead Service Line Replacement Project (Phase II) Contract to Trine Construction Corporation of St. Charles, Illinois".

8. Adoption of a Resolution (R68-2026) by omnibus vote consideration titled, "A Resolution Approving a Local Public Agency Agreement with the Illinois Department of Transportation for the Sheridan Road Sidewalk Project".

9. Adoption of a Resolution (R69-2026) by omnibus vote consideration titled, "A Resolution Approving the Award of the Hydrant Flushing Contract to M.E. Simpson Company, Inc. of Valparaiso, Indiana".

XI. Other Business

Administration

A. Adoption of a Resolution (R70-2026) titled, "A Resolution Ratifying a Minor Amendment to Planned Development for 418 Sheridan Road (Ravinia Festival Association)".

B. Adoption of a Resolution (R71-2026) titled, "A Resolution Approving a Special License Agreement with Ravinia Festival Association".
The Council discussed the terms of the license agreement in relation to a review period.

Jim Schmidt, Ravinia Festival, provided information in relation to the proposed work that will be conducted for the pathway.

The Council, Mr. Schmidt and City Manager Neukirch discussed the material of the path; the limestone gravel of the Green Bay Trail will remain. They discussed notification and education regarding the work that will be conducted.

A majority of the Council was interested in maintaining the 23-year term for the license agreement.

The Council discussed improved lighting for the path and it was noted that the capital project which is outside of the license area could be re-visited as part of the capital budget.

Councilmember Blumberg moved to approve items A and B. Councilmember Tapia seconded the motion. Upon a roll call vote, the Mayor declared the motion Passed (6 - 1).

MOVER:	Councilmember Blumberg
SECONDER:	Councilmember Tapia
AYES:	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Blumberg
NAYS:	Councilmember Lidawer

Public Works

C. Adoption of an Ordinance (O21-2026) by omnibus vote consideration titled, "An Ordinance Authorizing and Directing the Acquisition of Temporary Construction Easements Through Condemnation for the Judson Avenue Bridge Project".
City Manager Neukirch provided information as it relates to the acquisition of temporary construction easements.

Larry and Laura Saret, Highland Park residents, voiced concerns with the City's process as it relates to obtaining a temporary construction easement for the Judson Avenue Bridge Project.

Ms. Saret read into the record comments that were provided by Beth Mendez, Highland Park resident that would also be impacted by the temporary construction easement for the Judson Avenue Bridge Project.

Councilmember Blumberg moved to approve an Ordinance Authorizing and Directing the Acquisition of Temporary Construction Easements Through Condemnation for the Judson Avenue Bridge Project. Councilmember Tapia seconded the motion. Upon a roll call vote, the Mayor declared the motion Passed (7 - 0).

MOVER:	Councilmember Blumberg
SECONDER:	Councilmember Tapia
AYES:	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg
NAYS:	None

Community Development

D. Consideration of a Special Use Permit in the Nature of a Preliminary and Final Planned Development with Modifications from City Code; and a Plat of Re-Subdivision, with Variances from City Code (147 Central Ave.)
It was noted that this item was postponed to the June 29, 2026 City Council meeting at the request of the applicant.

XII. Closed Session

Councilmember Blumberg moved the Council to close its meeting to the public, pursuant to the following cited section of the Illinois Open Meetings Act (5 ILCS 120/2(c)), for the purposes of, (i) litigation (5 ILCS 120/2(c)(11)). Councilmember Bruckman seconded the motion. On a roll call vote, the Mayor declared the motion passed unanimously.

At 8:25 PM, the Council recessed the public portion of the meeting to meet in Closed Session.

At 8:47 PM, Mayor Rotering reconvened the open session of the City Council meeting.

Present:	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg
Absent:	None
Staff Present:	City Manager Neukirch, Assistant to the City Manager Palbitska
Also Present:	Corporation Counsel Elrod, Assistant Corporation Counsel Martinez

XIII. Adjournment

Councilmember Tapia moved to adjourn the City Council meeting. Councilmember Blumberg seconded the motion. Upon a voice vote, Mayor Rotering declared the motion passed unanimously.

The City Council adjourned its meeting at 8:47 PM.

Respectfully Submitted,

Ashley Palbitska
Assistant to the City Manager/Deputy City Clerk

Staff Report

Meeting Date: June 29, 2026

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

Department: City Manager's Office

Title: Approval of the Minutes of the Closed Session of the Regular Rescheduled Meeting of the City Council Held on May 27, 2026

Recommendation:
For the City Council's approval are the minutes of the Closed Session of the Regular Rescheduled Meeting of the City Council held on May 27, 2026.

Attachments:
1. MIN CCCS 5-27-2026

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Lara Lukasik, Deputy Finance Director
Kristi McCaulou, Finance Director

Department: Finance Department

Title: Warrant List and Wire Transfers from May 15, 2026 to June 18, 2026.

Recommendation:
Staff recommends approval of the warrant list and wire transfers for May 15, 2026 to June 18, 2026 in the amounts of $6,497,320.27 and $2,030,732.64 respectively, for total disbursement of $8,528,052.91.

	Dates	Amount
Warrants:		
Warrant List 1 (Detail Attached)	May 16, 2026 - May 20, 2026	$264,768.56
Warrant List 2 (Detail Attached)	May 21, 2026 - May 27, 2026	$137,162.21
Warrant List 3 (Detail Attached)	May 28, 2026 - June 04, 2026	$562,688.60
Warrant List 4 (Detail Attached)	June 05, 2026 - June 11, 2026	$1,667,608.71
Warrant List 5 (Detail Attached)	June 12, 2026 - June 18, 2026	$282,949.90
Subtotal Warrants (Detail Attached)		**$2,915,177.98**
SSA19 Tax Receipts to CBD Alliance	May 29, 2026	$1,456.29
SSA19 Tax Receipts to CBD Alliance	June 12, 2026	$40,011.24
Total Warrants		**$2,956,645.51**
Payroll	Pay Periods: April 27 - June 07, 2026 Check Dates: May 15, 29, and June 12, 2026	**$3,540,674.76**
Total Warrants & Payroll		**$6,497,320.27**
IMRF Retirement Fund	June 2, 2026	$201,992.01
CCMSI Workers Comp Claims	May 18, 2026	$1,599.43
CCMSI Workers Comp Claims	May 22, 2026	$999.43
CCMSI Workers Comp Claims	June 1, 2026	$999.43
CCMSI Workers Comp Claims	June 8, 2026	$2,231.93
CCMSI Workers Comp Claims	June 15, 2026	$999.43
Amalgamated Debt Service Payment	June 4, 2026	$1,032,712.51
United Parcel Service	May 27, 2026	$14.50
Amazon Capital Services	June 18, 2026	$4,629.95
Amazon Capital Services	May 27, 2026	$5,631.09

IPBC Medical/Dental Premium	June 1, 2026	$651,409.98
West Government Services	June 11, 2026	$610.79
William Architects	May 27, 2026	$37,562.77
Elrod Friedman LLP - Legal Services	June 18, 2026	$66,377.50
Williams Scotsman	June 11, 2026	$168.00
Ventures Endurance Events	June 4, 2026	$1,721.50
J.P. Morgan Chase Commercial Card	June 4, 2026	$20,048.98
J.P. Morgan Chase Visa Costco Card	June 4, 2026	$1,023.41
Total Wires		**$2,030,732.64**
Total Submitted for Approval		**$8,528,052.91**

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 May 15, 2026 to June 18, 2026. PDF

Bank code : aphpbt

Warrant	Date	Vendor		Invoice	PO #	Description/Account	Amount
296597	5/20/2026	039119	CZERNIAK PRATHER JONATHAN SARAH	Ref000290273		UB REFUND 1013 CENTRAL AVE	124.67
						Total :	**124.67**
296598	5/20/2026	039118	HIGHLAND PARK HOUSING	Ref000290272		UB REFUND 2755 ST JOHNS AVE	571.11
						Total :	**571.11**

2 Vouchers for bank code : aphpbt **Bank total :** **695.78**

2 Vouchers in this report **Total vouchers :** **695.78**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422406	05/21/26	40436	721 OLD TRAIL	46554	20261835	R - REAL ESTATE TRANSFER STAMP	FIN	$825.00
							Total	**$825.00**
422407	05/21/26	40175	AETNA TRUCK PARTS	46482	20261371	PARTS	FLEET	$109.40
							Total	**$109.40**
422408	05/21/26	36958	ALTA ENTERPRISES	46503	20260235	PARTS	FLEET	$152.32
				46505	20260235	PARTS	FLEET	$120.12
				46509	20260235	PARTS	FLEET	$75.00
				46510	20260235	PARTS	FLEET	$26.83
							Total	**$374.27**
422409	05/21/26	39228	ALVAREZ	46544	20260471	HOURLY GROUNDS	FORST	$684.95
							Total	**$684.95**
422410	05/21/26	24583	ASSISTANCE TEAM LAKE MAJOR CRASH	46530	20260022	MCAT ANNUAL DUES	PD	$500.00
							Total	**$500.00**
422411	05/21/26	8238	NORTH SUBURBAN WATER WORKS	46474	20261837	MEMBERSHIP FEES	WTRDS	$150.00
							Total	**$150.00**
422412	05/21/26	1554	AWWA AMERICAN WATER WORKS	46488	20260150	MEMBERSHIP DUES	WP	$4,863.00
							Total	**$4,863.00**
422413	05/21/26	38677	BOWMAN CONSULTING	46498	20260654	ENG 2025 P LOTS-RAVINIA	ENG	$1,161.80
							Total	**$1,161.80**
422414	05/21/26	23349	CINTAS #22	46494	20260001	UNIFORM RENTAL	WP	$65.69
							Total	**$65.69**
422415	05/21/26	23349		46460	20260237	UNIFORM RENTAL	FLEET	$100.02
				46461	20260195	UNIFORM RENTAL	TRNST	$16.36
				46462	20260400	UNIFORM RENTAL	FACIL	$31.18
				46463	20260365	UNIFORM RENTAL	SEWER	$95.82
				46464	20260366	UNIFORM RENTAL	SEWER	$77.02
				46487	20260417	UNIFORM RENTAL	SEWER	$84.97
				46502	20260158	UNIFORM RENTAL	FD	$13.35
				46532	20260048	UNIFORM RENTAL	PD	$12.40
							Total	**$431.12**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422416	05/21/26	22726	COMMERCIAL TIRE SERVICES	46504	20261576	SUPPLIES	FD	$2,990.60
							Total	**$2,990.60**
422417	05/21/26	14821	CORE MAIN	46531	20260367	SUPPLIES	SEWER	$710.64
							Total	**$710.64**
422418	05/21/26	233	CRAFTWOOD LUMBER	46507	20260877	SUPPLIES	FD	$18.95
							Total	**$18.95**
422419	05/21/26	39447	CREDIT SERVICE INTERNATIONAL	46553	20261825	COLLECTIONS FEE DUE	FIN	$121.60
							Total	**$121.60**
422420	05/21/26	36349	DJS SCUBA LOCKER	46512	20261742	EQUIPMENT	FD	$130.00
							Total	**$130.00**
422421	05/21/26	38347	RJS UNITED	46534	20261689	RAVINIA PERMITS	PD	$427.74
							Total	**$427.74**
422422	05/21/26	16005	EL-COR INDUSTRIES	46467	20261372	PARTS	FLEET	$46.50
							Total	**$46.50**
422423	05/21/26	33395	FACTORY MOTOR PARTS	46465	20260487	PARTS	FLEET	$169.72
				46466	20260487	PARTS	FLEET	$169.72
							Total	**$339.44**
422424	05/21/26	35589	FERGUSON US HOLDINGS	46533	20260927	SUPPLIES	WTRDS	$4,383.00
							Total	**$4,383.00**
422425	05/21/26	38806	FORCE AMERICA DISTRIBUTING	46478	20261691	PARTS	FLEET	$1,879.30
							Total	**$1,879.30**
422426	05/21/26	23546	GALE CERABONA	46490	20260524	MINUTE TAKER ZBA	PLAN	$265.00
							Total	**$265.00**
422427	05/21/26	40019	GENUINE PARTS	46479	20260675	PARTS	FLEET	$107.45
				46480	20260675	PARTS	FLEET	$70.37
				46481	20260675	PARTS	FLEET	$287.39
							Total	**$465.21**
422428	05/21/26	22533	GRAINGER	46472	20260316	PARTS	FLEET	$31.28
				46496	20260147	SUPPLIES	WP	$23.73
							Total	**$55.01**
422429	05/21/26	40341	HAWKINS	46506	20261013	CHEMICAL SUPPLIES	WP	$20,143.54

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
				46508	20261013	CREDIT 7413650	WP	($522.72)
							Total	**$19,620.82**
422430	05/21/26	474	HIGHLAND PARK ELECTRIC	46559	20260518	SSA - 17 ELECTRICAL REPAIRS INSTALLS	CMO	$515.87
							Total	**$515.87**
422431	05/21/26	1326	HIGHLAND PARK FORD	46515	20260476	SUPPLIES	FD	$186.12
							Total	**$186.12**
422432	05/21/26	3692	HIGHLAND PARK POLICE DEPT PETTY CASH	46528	20261832	PETTY CASH	PD	$7.55
							Total	**$7.55**
422433	05/21/26	36949	IDEXX DISTRIBUTION	46511	20260258	SUPPLIES	WP	$389.25
							Total	**$389.25**
422434	05/21/26	40400	INTERNATIONAL CYBERNETICS	46549	20261625	PAVEMENT EVAL	ENG	$32,215.00
							Total	**$32,215.00**
422435	05/21/26	40339	JEM TOP	46517	20261001	SUPPLIES MACHINERY EQUIPMENT	FD	$4,549.00
							Total	**$4,549.00**
422436	05/21/26	33275	JX ENTERPRISES	46519	20261795	SUPPLIES	FD	$321.99
							Total	**$321.99**
422437	05/21/26	2551	LAKE COUNTY COLLECTOR	46495	20261841	2025 PROPERTY TAX PAYMENT	FNDIR	$7,156.62
							Total	**$7,156.62**
422438	05/21/26	23289	LAKE FOREST BANK TRUST	46543	20260786	PRK LOT LEASE	FACIL	$3,269.24
							Total	**$3,269.24**
422439	05/21/26	35352	LAKESHORE RECYCLING SYSTEMS	46526	20260554	R - REFUSE STICKERS	FIN	$1,415.00
							Total	**$1,415.00**
422440	05/21/26	7917	LEACH ENTERPRISES	46483	20260200	R - PARTS SUPPLIES PACE BUS	TRNST	$378.99
							Total	**$378.99**
422441	05/21/26	2161	LUND INDUSTRIES	46545	20261416	EMERGENCY EQUIPMENT	PD	$329.37
							Total	**$329.37**
422442	05/21/26	40429	MARK HILL	46535	20261847	R - VOLUNTARY SEWER LATERAL COST SHARE	SEWER	$1,260.00
							Total	**$1,260.00**
422443	05/21/26	37793	MARTINIZING N SUBURBS	46542	20260353	UNIFORM CLEANING ALTERATION REPAIR	PD	$139.00
							Total	**$139.00**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422444	05/21/26	37341	MCGINTY BROS	46499	20260984	RAVINE 8 VEG	ENG	$2,280.00
							Total	**$2,280.00**
422445	05/21/26	39498	MCHENRY TOWNSHIP FIRE PROTECTION DISTRICT	46521	20261069	EDUCATION TRAINING	FD	$250.00
							Total	**$250.00**
422446	05/21/26	3027	MCMASTER-CARR	46514	20260148	SUPPLIES	WP	$30.45
							Total	**$30.45**
422447	05/21/26	697	MENONI MOCOGNI	46536	20261124	MATERIAL HAULING	STR	$9,852.19
				46552	20261118	SUPPLIES	STR	$198.60
							Total	**$10,050.79**
422448	05/21/26	40047	MGT IMPACT SOLUTIONS	46489	20260441	TEMPORARY CLERICAL SERVICES	PLAN	$2,436.00
							Total	**$2,436.00**
422449	05/21/26	710	MICROSYSTEMS	46492	20261828	RECORD MANAGEMENT	PLAN	$7,460.30
							Total	**$7,460.30**
422450	05/21/26	2078	MOTOROLA	46537	20261418	COMMAND VEHICLE RADIO	PD	$10,879.83
							Total	**$10,879.83**
422451	05/21/26	749	MUTUAL ACE HARDWARE	46471	20260184	PARTS	FLEET	$9.77
				46486	20260169	R - PARTS SUPPLIES PACE BUS	TRNST	$4.66
				46527	20260041	SUPPLIES	WP	$17.07
				46538	20260228	SUPPLIES	STR	$71.99
				46539	20260115	SUPPLIES	WTRDS	$43.86
				46546	20260011	SUPPLIES	FORST	$125.94
				46555	20260011	SUPPLIES	FORST	$46.06
				46556	20260041	SUPPLIES	WP	$11.69
							Total	**$331.04**
422452	05/21/26	36922	NORTH SHORE AUTO SPA	46468	20260181	DETAIL SPA SERVICES	FLEET	$11.00
							Total	**$11.00**
422453	05/21/26	33304	P&H SENESAC	46516	20260986	SLUDGE DEWATERING	WP	$45,346.38
							Total	**$45,346.38**
422454	05/21/26	2	PETER BAKER	46529	20260265	ASPHALT	STR	$839.04
							Total	**$839.04**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422455	05/21/26	34396	RIPPLE PUBLIC RELATIONS	46497	20261819	EVENT SCARECROW ENTERTAINMENT	CMO	$2,600.00
							Total	**$2,600.00**
422456	05/21/26	17105	ROMEOVILLE FIRE	46522	20261481	EDUCATION TRAINING	FD	$1,500.00
							Total	**$1,500.00**
422457	05/21/26	35723	RON BANNON	46541	20261836	R - CCCDI RENEWAL	WTRDS	$32.00
							Total	**$32.00**
422458	05/21/26	923	MICHAEL WHITNEY DRAEGERT	46469	20260255	DOT INSPECTIONS	FLEET	$141.00
				46470	20260167	R - SAFETY LANE TESTING PACE BUSES	TRNST	$71.00
							Total	**$212.00**
422459	05/21/26	25207	RUSH TRUCK CENTER ILLINOIS	46473	20260274	PARTS	FLEET	$11.97
							Total	**$11.97**
422460	05/21/26	11611	SDS HOLDINGS	46551	20260419	UNIFORM SUPPLIES	STR	$161.95
							Total	**$161.95**
422461	05/21/26	12533	SHERWIN WILLIAMS	46548	20261721	SUPPLIES	STR	$101.72
							Total	**$101.72**
422462	05/21/26	5209	STRAND	46557	20261123	ENGINEERING SERVICES	WP	$1,509.37
				46558	20261654	ENGINEERING SERVICES	WP	$4,416.43
							Total	**$5,925.80**
422463	05/21/26	1010	SUNSET FOODS	46547	20261844	R - GOLDEN GALA SENIOR PROM	SNR	$477.50
							Total	**$477.50**
422464	05/21/26	28214	SUTTON LINCOLN	46523	20260279	MACHINERY EQUIPMENT	FD	$56,077.00
							Total	**$56,077.00**
422465	05/21/26	39916	THOMAS ENGINEERING	46500	20260627	MFT RESURFACE PRGRM	ENG	$14,463.12
							Total	**$14,463.12**
422466	05/21/26	34926	TKG ENVIRONMENTAL	46550	20261302	STREET SWEEPING	STR	$600.00
							Total	**$600.00**
422467	05/21/26	1749	PATSON	46476	20261501	PARTS	FLEET	$285.82
				46477	20261396	PARTS	FLEET	$210.64
							Total	**$496.46**
422468	05/21/26	33537	TRANSIT HOLDING	46484	20261696	R - PARTS	TRNST	$313.24
				46485	20261696	R - PARTS	TRNST	$186.86

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$500.10**
422469	05/21/26	34842	TRIBUNE PUBLISHING	46491	20261839	HPC PUBLIC HEARING NOTICES	PLAN	$1,071.00
							Total	**$1,071.00**
422470	05/21/26	17122	WAREHOUSE DIRECT	46518	20260035	SUPPLIES	WP	$66.60
							Total	**$66.60**
422471	05/21/26	15432	WHOLESALE DIRECT	46475	20260241	PARTS	FLEET	$227.33
							Total	**$227.33**
422472	05/21/26	6698	WOODS HIGHLAND PARK HOA	46540	20260118	SNOW REMOVAL	STR	$6,800.00
							Total	**$6,800.00**
422473	05/21/26	34483	ZORO TOOLS	46524	20261632	SUPPLIES	FD	$32.07
				46525	20261633	SUPPLIES	FD	$49.29
							Total	**$81.36**
							Total	**$264,072.78**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422474	05/27/26	6066	ABC PRINTING	46599	20261079	SUPPLIES	WP	$395.99
							Total	**$395.99**
422475	05/27/26	35455	ADVANCED TREE CARE	46606	20260472	TREE PRUNING	FORST	$760.00
							Total	**$760.00**
422476	05/27/26	20050	ATHANAS FENCE	46587	20261881	WALKER BIKE PATH FENCE	FORST	$9,100.00
							Total	**$9,100.00**
422477	05/27/26	34884	ATLAS COPCO COMPRESSORS	45153	20260421	SUPPLIES	WP	$268.55
							Total	**$268.55**
422478	05/27/26	18105	CDW GOVERNMENT	46589	20260036	SUPPLIES	WP	$100.44
							Total	**$100.44**
422479	05/27/26	23349	CINTAS #22	46590	20260001	UNIFORM RENTAL	WP	$65.69
							Total	**$65.69**
422480	05/27/26	23349		46560	20260366	UNIFORM RENTAL	SEWER	$77.02
				46561	20260365	UNIFORM RENTAL	SEWER	$95.82
				46562	20260417	UNIFORM RENTAL	SEWER	$84.97
				46563	20260400	UNIFORM RENTAL	FACIL	$31.18
				46564	20260237	UNIFORM RENTAL	FLEET	$100.02
				46565	20260195	UNIFORM RENTAL	TRNST	$16.36
				46622	20260158	UNIFORM RENTAL	FD	$7.65
							Total	**$413.02**
422481	05/27/26	2020	CIORBA GROUP	46617	20261876	SHERIDAN	ENG	$3,477.30
				46630	20261895	CIORBA PARKING STUDY	PLAN	$6,137.78
							Total	**$9,615.08**
422482	05/27/26	31602	CLARK BAIRD SMITH	46626	20261539	LEGAL SERVICES	CMO	$1,425.00
							Total	**$1,425.00**
422483	05/27/26	17436	COMMUNITY DEVELOPMENT PETTY CASH	46602	20261888	R - PETTY CASH	PLAN	$130.12
							Total	**$130.12**
422484	05/27/26	34351	EUROFINS EATON ANALYTICAL	46593	20260930	LAB SERVICES	WP	$35.25
				46594	20260930	LAB SERVICES	WP	$35.25
				46607	20260930	LAB SERVICES	WP	$35.25

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
				46608	20260930	LAB SERVICES	WP	$35.25
				46609	20260930	LAB SERVICES	WP	$35.25
				46610	20260930	LAB SERVICES	WP	$35.25
				46611	20260930	LAB SERVICES	WP	$35.25
				46612	20260930	LAB SERVICES	WP	$35.25
							Total	**$282.00**
422485	05/27/26	23546	GALE CERABONA	46601	20260437	HPC MINUTE TAKER SERVICES	PLAN	$265.00
							Total	**$265.00**
422486	05/27/26	40427	GFT INFRASTRUCTURE	46618	20261780	GREEN BAY RD IMPROVEMENT	ENG	$14,712.91
							Total	**$14,712.91**
422487	05/27/26	22533	GRAINGER	46595	20260147	SUPPLIES	WP	$804.00
				46596	20260147	CREDIT 9922074894	WP	($33.22)
							Total	**$770.78**
422488	05/27/26	18478	IDLEWOOD ELECTRIC	46635	20260408	SUPPLIES	FACIL	$39.32
							Total	**$39.32**
422489	05/27/26	1285	IL CITY/COUNTY MANAGEMENT	46603	20261865	ILCMA MEMBERSHIP CITY MANAGER	CMO	$692.25
							Total	**$692.25**
422490	05/27/26	30190	BANDIDO	46614	20261884	GRANT BANDIDO	CMO	$26,175.00
							Total	**$26,175.00**
422491	05/27/26	22090	JEFFREY MARUSICH	46623	20261358	R - PROFESSIONAL DEVELOPMENT	FD	$321.95
							Total	**$321.95**
422492	05/27/26	40435	LAKE COOK/SKOKIE	46613	20261883	GRANT EXTERIOR IMPROVEMENT	CMO	$20,000.00
							Total	**$20,000.00**
422493	05/27/26	37049	LARA LUKASIK	46639	20261516	R - TUITION REIMBURSEMENT	CMO	$672.35
							Total	**$672.35**
422494	05/27/26	39858	LINDE GAS	46624	20260143	SUPPLIES OXYGEN	FD	$237.55
							Total	**$237.55**
422495	05/27/26	39969	LUCAS GONZALEZ	46277	20261760	R - PER DIEM WATERCON	SEWER	$180.00
							Total	**$180.00**
422496	05/27/26	40439	MASOUD MAHDAVIAN	46629	20261869	R - GAS REBATE 2025-26	FIN	$113.17
							Total	**$113.17**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422497	05/27/26	697	MENONI MOCOGNI	46604	20260273	SUPPLIES	STR	$44.00
				46605	20260273	SUPPLIES	STR	$94.00
							Total	**$138.00**
422498	05/27/26	710	MICROSYSTEMS	46631	20261828	RECORD MANAGEMENT	PLAN	$2,110.05
							Total	**$2,110.05**
422499	05/27/26	22886	MIDWEST MOTOR	46628	20260342	SHOP SUPPLIES	PD	$160.75
							Total	**$160.75**
422500	05/27/26	749	MUTUAL ACE HARDWARE	46633	20260373	SUPPLIES	SEWER	$84.58
				46634	20260409	SUPPLIES	FACIL	$31.49
				46636	20260409	SUPPLIES	FACIL	$9.82
				46637	20260409	SUPPLIES	FACIL	$11.96
							Total	**$137.85**
422501	05/27/26	40381	ON-LINE COMPRESSOR	46638	20261451	AIR COMPRESSOR	FACIL	$12,057.96
							Total	**$12,057.96**
422502	05/27/26	837	PARK DISTRICT HIGHLAND PARK	46627	20261052	RECREATION CENTER MEMBERSHIP DUE	HLTH	$153.00
							Total	**$153.00**
422503	05/27/26	2	PETER BAKER	46620	20260265	ASPHALT	STR	$741.00
				46621	20260265	ASPHALT	STR	$252.16
							Total	**$993.16**
422504	05/27/26	16787	SCOTT LEVENFELD	46616	20260312	ADMIN HEARING OFFICER SERVICES	LEGL	$850.00
							Total	**$850.00**
422505	05/27/26	11611	SDS HOLDINGS	46588	20260376	UNIFORM SUPPLIES	SEWER	$300.00
							Total	**$300.00**
422506	05/27/26	40394	THORNTON TOMASETTI	46632	20261787	GRANT PROFESSIONAL SERVICES	SUST	$8,520.00
							Total	**$8,520.00**
422507	05/27/26	34926	TKG ENVIRONMENTAL	46569	20261302	STREET SWEEPING	STR	$600.00
							Total	**$600.00**
422508	05/27/26	1749	PATSON	45183	20260152	PARTS	FLEET	$184.34
							Total	**$184.34**
422509	05/27/26	15397	HD SUPPLY	46597	20260420	SUPPLIES	WP	$104.02
							Total	**$104.02**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422510	05/27/26	39435	VISTRA INTERMEDIATE	46592	20260014	ELECTRICITY	WP	$23,970.31
							Total	**$23,970.31**
422511	05/27/26	34483	ZORO TOOLS	46598	20260149	SUPPLIES	WP	$116.46
				46600	20260149	SUPPLIES	WP	$30.14
							Total	**$146.60**
							Total	**$137,162.21**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
718	05/27/26	39182	AMAZON CAPITAL SERVICES	46566	20260501	OFFICE SUPPLIES	BLDG	$142.99
				46567	20261578	SSA - 17 PLANTER SPINNERS DECOR	CMO	$80.94
				46568	20261561	SUPPLIES PHOTO STANDS	CMO	$75.73
				46570	20260498	OFFICE SUPPLIES	FD	$39.22
				46571	20260498	OFFICE SUPPLIES	FD	$41.83
				46572	20260551	OFFICE SUPPLIES	FIN	$546.03
				46574	20260339	OFFICE SUPPLIES	PW	$48.57
				46575	20261428	COMPUTER MONITORS	STR	$299.98
				46576	20260406	SUPPLIES	FACIL	$358.59
				46577	20260339	OFFICE SUPPLIES	PW	$50.06
				46578	20260936	SUPPLIES	ENG	$35.98
				46579	20261392	SHOP SUPPLIES	FLEET	$164.10
				46580	20260977	PROGRAM SUPPLIES	SNR	$96.91
				46581	20261558	GOLDEN GALA SENIOR PROM	SNR	$275.40
				46583	20261515	SUPPLIES	CS	$2,912.22
				46584	20261506	SUPPLIES TABLE CLOTHES	CLRK	$34.99
				46585	20261439	SUPPLIES FITNESS CENTER	HLTH	$245.58
				46586	20261497	SUPPLIES ORGANIZER TOTES	CMO	$181.97
							Total	**$5,631.09**
719	05/27/26	2527	UNITED PARCEL SERVICE	46619	20260034	SHIPPING FEES	WP	$14.50
							Total	**$14.50**
720	05/27/26	15441	WILLIAMS ARCHITECTS	46625	20260926	ARCHITECTURAL ENGINEERING SERVICES	FD	$37,562.77
							Total	**$37,562.77**
							Total	**$43,208.36**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422512	06/04/26	6066	ABC PRINTING	46884	20260434	SUPPLIES ENVELOPES BUSINESS CARDS	PLAN	$354.80
				46925	20260502	SUPPLIES BUSINESS FORMS	BLDG	$61.50
							Total	**$416.30**
422513	06/04/26	40139	ACCUBRINE	46724	20261918	BRINE TANK MAINTENANCE	STR	$3,000.00
							Total	**$3,000.00**
422514	06/04/26	38352	ADVANCED CLEANING SYSTEMS	46791	20260783	JANITORIAL SERVICES	FACIL	$10,222.91
							Total	**$10,222.91**
422515	06/04/26	33449	ADVOCATE OCCUPATIONAL HEALTH	46924	20261048	PRE EMPLOYMENT DRUG SCREENS	HLTH	$264.00
							Total	**$264.00**
422516	06/04/26	14419	AIR ONE EQUIPMENT	46818	20261709	SUPPLIES HIP BOOTS	FD	$765.00
				46819	20261712	SUPPLIES	FD	$702.00
							Total	**$1,467.00**
422517	06/04/26	39228	ALVAREZ	46852	20260521	R - LANDSCAPING SERVICES	PLAN	$159.66
				46853	20260521	R - LANDSCAPING SERVICES	PLAN	$127.72
				46854	20260521	R - LANDSCAPING SERVICES	PLAN	$159.66
				46855	20260521	R - LANDSCAPING SERVICES	PLAN	$159.66
				46856	20260521	R - LANDSCAPING SERVICES	PLAN	$127.72
				46857	20260521	R - LANDSCAPING SERVICES	PLAN	$95.80
							Total	**$830.22**
422518	06/04/26	39091	ALYSSA KNOBEL	46813	20260779	CRISIS COMMUNICATIONS CONSULTANT	CMO	$200.00
							Total	**$200.00**
422519	06/04/26	38925	AMERICAN TESTING INSPECTION	46863	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$380.00
				46864	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$190.00
				46865	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46866	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$380.00
				46867	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46868	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$150.00
				46869	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46870	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46871	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46872	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$190.00

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
				46873	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46874	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$285.00
				46875	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$165.00
				46876	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$190.00
				46877	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$190.00
				46878	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$190.00
				46879	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$190.00
				46880	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46881	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$75.00
				46882	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
				46883	20261295	R - ELEVATOR INSPECTION SERVICES	PLAN	$95.00
							Total	**$3,430.00**
422520	06/04/26	4652	AMERICAN WATER WORKS ILLINOIS	46741	20260057	TRAINING	WP	$40.00
				46742	20260057	TRAINING	WP	$40.00
							Total	**$80.00**
422521	06/04/26	39640	ARTICULATE GLOBAL	46833	20260778	TRAINING COURSE CREATION SOFTWARE	CMO	$1,749.00
							Total	**$1,749.00**
422522	06/04/26	40443	ARVYDAS TAMKUS	46787	20261940	VOLUNTARY SEWER LATERAL COST SHARE	SEWER	$1,260.00
							Total	**$1,260.00**
422523	06/04/26	34884	ATLAS COPCO	46739	20261606	SUPPLIES	WP	$515.58
							Total	**$515.58**
422524	06/04/26	4934	AUTHOR ASCAP COMPOSER	46890	20261927	MUSIC LICENSE FEE	CMO	$463.42
							Total	**$463.42**
422525	06/04/26	15184	AVALON PETROLEUM	46851	20260278	UNLEADED FUEL	FLEET	$25,482.10
							Total	**$25,482.10**
422526	06/04/26	40442	BECKY JEFF CARITY	46788	20261939	VOLUNTARY SEWER LATERAL COST SHARE	SEWER	$1,076.00
							Total	**$1,076.00**
422527	06/04/26	19823	BEST TECHNOLOGY	46940	20261660	CLEANING SERVICE	FACIL	$4,480.00
							Total	**$4,480.00**
422528	06/04/26	8286	BIO-TRON	46820	20261852	EQUIPMENT	FD	$268.95
				46821	20261853	EQUIPMENT	FD	$142.43

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$411.38**
422529	06/04/26	37558	BP LAWN SPRINKLERS	46792	20261615	SPRINKLER REPAIR	FACIL	$310.00
				46793	20261615	SPRINKLER REPAIR	FACIL	$190.00
				46794	20261615	SPRINKLER REPAIR	FACIL	$190.00
							Total	**$690.00**
422530	06/04/26	32053	BRIAN MERKEL	46839	20261842	R - MEAL REIMBURSEMENT	PD	$70.00
							Total	**$70.00**
422531	06/04/26	39477	CASEBOOK PBC	46828	20261937	SUPPLIES CASEBOOK	HLTH	$5,910.00
							Total	**$5,910.00**
422532	06/04/26	18105	CDW GOVERNMENT	46858	20261900	COMPUTER MAINTENANCE	CS	$8,619.66
							Total	**$8,619.66**
422533	06/04/26	39085	CHC WELLNESS	46830	20260447	CHC PORTAL FEE	HLTH	$2,028.00
				46886	20261061	WELLNESS MANAGEMENT FEE ANNUAL	HLTH	$1,820.00
							Total	**$3,848.00**
422534	06/04/26	23349	CINTAS #22	46919	20260001	UNIFORM RENTAL	WP	$65.69
							Total	**$65.69**
422535	06/04/26	23349		46746	20260237	UNIFORM RENTAL	FLEET	$100.06
				46747	20260195	UNIFORM RENTAL	TRNST	$16.32
				46748	20260400	UNIFORM RENTAL	FACIL	$31.18
				46749	20260417	UNIFORM RENTAL	SEWER	$94.20
				46750	20260365	UNIFORM RENTAL	SEWER	$95.82
				46751	20260366	UNIFORM RENTAL	SEWER	$77.02
				46836	20260048	UNIFORM RENTAL	PD	$6.70
							Total	**$421.30**
422536	06/04/26	22726	COMMERCIAL TIRE	46765	20261617	TIRES	FLEET	$3,792.34
							Total	**$3,792.34**
422537	06/04/26	233	CRAFTWOOD LUMBER	46726	20260401	SUPPLIES	FACIL	$24.88
				46727	20260401	SUPPLIES	FACIL	$95.92
				46728	20260401	SUPPLIES	FACIL	$17.98
				46729	20260401	SUPPLIES	FACIL	$15.56
				46795	20260401	SUPPLIES	FACIL	$30.48

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$184.82**
422538	06/04/26	38347	RJS UNITED	46815	20261541	EVENTS ENJOYHP BANNERS SIGNBOARDS	CMO	$2,581.00
				46816	20261541	EVENTS ENJOYHP BANNERS SIGNBOARDS	CMO	$140.00
				46817	20261541	EVENTS ENJOYHP BANNERS SIGNBOARDS	CMO	$475.00
							Total	**$3,196.00**
422539	06/04/26	16005	EL-COR INDUSTRIES	46771	20261912	PARTS	FLEET	$295.62
				46849	20261372	PARTS	FLEET	$138.60
							Total	**$434.22**
422540	06/04/26	40438	ELLEN PORTE	46790	20261910	VOLUNTARY SEWER LATERAL COST SHARE	SEWER	$1,260.00
							Total	**$1,260.00**
422541	06/04/26	34351	EUROFINS EATON ANALYTICAL	46922	20260930	LAB SERVICES	WP	$35.25
							Total	**$35.25**
422542	06/04/26	19204	PARAMEDIC SERVICES ILLINOIS	46927	20260452	R - PLAN REVIEW SERVICES	PLAN	$480.00
				46928	20260452	R - PLAN REVIEW SERVICES	PLAN	$310.00
				46929	20260452	R - PLAN REVIEW SERVICES	PLAN	$530.00
							Total	**$1,320.00**
422543	06/04/26	15351	FIRE SERVICE	46822	20261861	SUPPLIES	FD	$296.33
							Total	**$296.33**
422544	06/04/26	23546	GALE CERABONA	46885	20260522	PDC MINUTE TAKER	PLAN	$265.00
							Total	**$265.00**
422545	06/04/26	40019	GENUINE PARTS	46754	20260675	PARTS	FLEET	$68.00
				46755	20260675	PARTS	FLEET	$33.77
				46756	20260675	PARTS	FLEET	$10.91
				46757	20260675	PARTS	FLEET	$81.76
				46758	20260675	PARTS	FLEET	$90.02
				46759	20260675	PARTS	FLEET	$10.91
				46777	20260261	R - PARTS SUPPLIES PACE BUS	TRNST	$153.06
				46824	20261313	SUPPLIES	FD	$477.83
				46846	20260675	PARTS	FLEET	$271.46
							Total	**$1,197.72**
422546	06/04/26	22533	GRAINGER	46740	20260147	SUPPLIES	WP	$14.61

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
				46797	20260393	SUPPLIES	FACIL	$97.44
							Total	**$112.05**
422547	06/04/26	2699	GUY SCOPELLITI	46904	20261619	FLOWER WATERING	FORST	$6,025.00
							Total	**$6,025.00**
422548	06/04/26	36055	HENDERSON PRODUCTS	46764	20261850	PARTS	FLEET	$188.27
							Total	**$188.27**
422549	06/04/26	30847	HERITAGE CRYSTAL CLEAN	46774	20261923	R - COOLANT SUPPLIES	TRNST	$447.84
				46776	20260197	R - COOLANT PACE BUSES	TRNST	$271.95
							Total	**$719.79**
422550	06/04/26	40416	HOLZ MOTORS	46936	20261879	PURCHASE VEHICLE	FLEET	$26,735.60
							Total	**$26,735.60**
422551	06/04/26	29018	HOME DEPOT CREDIT SERVICE	46941	20260398	SUPPLIES	FACIL	$89.98
				46942	20260398	SUPPLIES	FACIL	$45.88
							Total	**$135.86**
422552	06/04/26	18478	IDLEWOOD ELECTRIC	46896	20260408	SUPPLIES	FACIL	$159.00
				46897	20260408	CREDIT INV297710	FACIL	($39.32)
							Total	**$119.68**
422553	06/04/26	36292	ILLINOIS PUBLIC RISK FUND	46860	20260624	WORKERS COMPENSATION DEDUCTIBLES IPRF	FIN	$146,962.10
							Total	**$146,962.10**
422554	06/04/26	13190	IMPERIAL SUPPLIES HOLDINGS	46752	20260314	PARTS	FLEET	$488.99
				46753	20261848	SUPPLIES	FLEET	$750.00
							Total	**$1,238.99**
422555	06/04/26	1430	IRELAND HEATING	46901	20261488	HVAC REPAIRS	FACIL	$235.14
							Total	**$235.14**
422556	06/04/26	39023	JUSTIFACTS CREDENTIAL	46831	20261399	R - BACKGROUND CHECKS RAVINIA	TRNST	$545.80
							Total	**$545.80**
422557	06/04/26	32817	KORDICK ELECTRIC	46798	20260414	ELECTRICAL REPAIRS	FACIL	$1,007.00
				46799	20260414	ELECTRICAL REPAIRS	FACIL	$576.00
				46800	20260414	ELECTRICAL REPAIRS	FACIL	$242.00
							Total	**$1,825.00**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422558	06/04/26	40404	KUNES LAKES CHEVROLET	46773	20261913	PARTS	FLEET	$752.39
							Total	**$752.39**
422559	06/04/26	1908	LAWSON PRODUCTS	46778	20260319	SUPPLIES	FLEET	($102.61)
				46779	20260319	SUPPLIES	FLEET	$1,995.05
				46780	20260319	SUPPLIES	FLEET	($1,767.18)
							Total	**$125.26**
422560	06/04/26	38916	ACER TREE SERVICE	46745	20260468	TREE MAINTENANCE	FORST	$450.90
							Total	**$450.90**
422561	06/04/26	20570	LINDCO EQUIPMENT SALES	46766	20260341	PARTS	FLEET	$2,128.23
							Total	**$2,128.23**
422562	06/04/26	39858	LINDE GAS	46772	20261395	SUPPLIES	FLEET	$311.35
							Total	**$311.35**
422563	06/04/26	34799	LUCAS LANDSCAPING	46717	20260466	TREE REMOVAL	FORST	$12,938.81
							Total	**$12,938.81**
422564	06/04/26	2161	LUND INDUSTRIES	46834	20261416	EMERGENCY EQUIPMENT	PD	$1,592.30
				46837	20261416	EMERGENCY EQUIPMENT	PD	$151.36
							Total	**$1,743.66**
422565	06/04/26	4645	MCCANN INDUSTRIES	46770	20261683	PARTS	FLEET	$193.37
							Total	**$193.37**
422566	06/04/26	40409	MEDICAL WAREHOUSE	46823	20261824	SUPPLIES	FD	$208.11
							Total	**$208.11**
422567	06/04/26	697	MENONI MOCOGNI	46895	20260273	CONCRETE	STR	$1,440.20
							Total	**$1,440.20**
422568	06/04/26	17623	MUNICIPAL GIS PARTNERS	46782	20260469	GIS SERVICES PROGRAM STAFFING	PW	$18,703.30
							Total	**$18,703.30**
422569	06/04/26	22886	MIDWEST MOTOR	46835	20260342	SHOP SUPPLIES	PD	$184.78
							Total	**$184.78**
422570	06/04/26	38616	MIDWEST POWER INDUSTRY	46900	20260462	GENERATOR MAINTENANCE	FACIL	$8,225.00
							Total	**$8,225.00**
422571	06/04/26	39000	MORENO LANDSCAPE	46716	20261347	HOLIDAY LIGHTING	FORST	$25,450.00
				46718	20260460	HARDSCAPE SERVICES	FORST	$3,672.90

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
				46719	20260999	ROUTINE GROUNDS	FORST	$6,436.32
							Total	**$35,559.22**
422572	06/04/26	749	MUTUAL ACE HARDWARE	46720	20260228	SUPPLIES	STR	$27.78
				46721	20260115	SUPPLIES	WTRDS	$30.57
				46731	20260409	SUPPLIES	FACIL	$79.65
				46732	20260409	SUPPLIES	FACIL	$50.16
				46733	20260409	SUPPLIES	FACIL	$25.89
				46734	20260409	SUPPLIES	FACIL	$26.56
				46735	20260409	SUPPLIES	FACIL	$41.36
				46767	20260184	PARTS	FLEET	$52.18
				46768	20260184	PARTS	FLEET	$8.99
				46769	20260184	PARTS	FLEET	$59.38
				46801	20260409	SUPPLIES	FACIL	$17.99
				46802	20260409	SUPPLIES	FACIL	$148.80
				46803	20260409	SUPPLIES	FACIL	$20.47
				46804	20260409	SUPPLIES	FACIL	$39.32
				46891	20260228	SUPPLIES	STR	$98.99
				46903	20260409	SUPPLIES	FACIL	$17.99
				46923	20260041	SUPPLIES	WP	$38.62
							Total	**$784.70**
422573	06/04/26	15041	NCC-PETERSON PRODUCTS	46807	20260821	SUPPLIES	FACIL	$2,477.76
							Total	**$2,477.76**
422574	06/04/26	31149	NORTAF	46838	20260044	MEMBERSHIP DUES	PD	$1,400.00
							Total	**$1,400.00**
422575	06/04/26	36922	NORTH SHORE AUTO SPA	46862	20260355	CAR WASHES DETAILING	PD	$659.00
							Total	**$659.00**
422576	06/04/26	33907	NORTHWEST TRUCKS	46760	20260252	PARTS	FLEET	$139.99
				46761	20260252	PARTS	FLEET	$49.90
				46762	20260252	PARTS	FLEET	$1,157.98
				46763	20260252	PARTS	FLEET	($241.99)
				46775	20261868	R - PARTS RAV BUSES	TRNST	$21.99

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$1,127.87**
422577	06/04/26	37761	PARAGON MICRO	46859	20261899	COMPUTER MAINTENANCE	CS	$7,259.99
							Total	**$7,259.99**
422578	06/04/26	35596	PAWEL GENEJA	46861	20261935	R - MEAL REIMBURSEMENT	PD	$100.00
							Total	**$100.00**
422579	06/04/26	2	PETER BAKER	46894	20260265	ASPHALT	STR	$1,048.32
							Total	**$1,048.32**
422580	06/04/26	8164	PIERO'S PIZZA	46714	20261158	CREW MEAL	STR	$97.46
							Total	**$97.46**
422581	06/04/26	40359	PINKERTON CONSULTING	46827	20261275	SECURITY ASSESSMENT	HLTH	$21,500.00
							Total	**$21,500.00**
422582	06/04/26	39016	PITNEY BOWES GLOBAL FINANCIAL	46736	20260609	POSTAGE MACHINES LEASE	FACIL	$166.10
				46737	20260609	POSTAGE MACHINES LEASE	FACIL	$310.20
				46808	20260609	POSTAGE MACHINES LEASE	FACIL	$592.62
							Total	**$1,068.92**
422583	06/04/26	34396	RIPPLE PUBLIC RELATIONS	46814	20260998	EVENTS ENJOYHP RETAINER	CMO	$8,409.09
							Total	**$8,409.09**
422584	06/04/26	14680	ROWELL CHEMICAL	46743	20260263	CHEMICAL SUPPLIES	WP	$10,994.41
							Total	**$10,994.41**
422585	06/04/26	25207	RUSH TRUCK CENTER ILLINOIS	46847	20261099	PARTS	FLEET	$51.80
							Total	**$51.80**
422586	06/04/26	19706	SCHINDLER ELEVATOR	46889	20260457	ELEVATOR MAINTENANCE	FACIL	$2,071.00
				46898	20260463	ELEVATOR MAINTENANCE	FACIL	$1,128.00
				46899	20260457	ELEVATOR MAINTENANCE	FACIL	$14,100.00
				46943	20260463	ELEVATOR MAINTENANCE	FACIL	$2,792.00
							Total	**$20,091.00**
422587	06/04/26	11611	SDS HOLDINGS	46722	20260376	UNIFORM SUPPLIES	SEWER	$233.56
				46723	20260384	UNIFORM SUPPLIES	STR	$300.00
				46784	20260376	UNIFORM SUPPLIES	SEWER	$291.28
							Total	**$824.84**
422588	06/04/26	12533	SHERWIN WILLIAMS	46786	20260394	SUPPLIES	FACIL	$27.90

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$27.90**
422589	06/04/26	40321	SJ FLYNN PUBLIC RELATOR	46812	20261221	EVENT ENJOYHP SANITATION SERVICES	CMO	$4,100.00
							Total	**$4,100.00**
422590	06/04/26	24595	SPECIAL PROJECT STAFFING SALEM	46930	20260464	TEMPORARY CLERICAL HELP	PLAN	$540.80
				46931	20260464	TEMPORARY CLERICAL HELP	PLAN	$540.80
				46932	20260464	TEMPORARY CLERICAL HELP	PLAN	$547.56
							Total	**$1,629.16**
422591	06/04/26	40437	STEVE WALZER	46789	20261909	VOLUNTARY SEWER LATERAL COST SHARE	SEWER	$1,260.00
							Total	**$1,260.00**
422592	06/04/26	38707	SUBURBAN WELDING	46825	20261756	REPAIRS SUPPLIES	FD	$130.00
							Total	**$130.00**
422593	06/04/26	40084	SWA GROUP	46829	20260780	DESIGN PLACE OF REMEMBRANCE	CMO	$62,515.71
							Total	**$62,515.71**
422594	06/04/26	39554	SYN-TECH	46826	20261793	EQUIPMENT	FD	$772.40
							Total	**$772.40**
422595	06/04/26	34926	TKG ENVIRONMENTAL	46781	20261302	STREET SWEEPING	STR	$600.00
							Total	**$600.00**
422596	06/04/26	39500	TRANE U.S.	46809	20260404	HVAC REPAIRS	FACIL	$1,232.00
				46810	20260404	HVAC REPAIRS	FACIL	$1,161.00
				46811	20260456	HVAC MAINTENANCE	FACIL	$30,430.00
							Total	**$32,823.00**
422597	06/04/26	31841	USIC LOCATING	46905	20260789	UTILITY LOCATES	WTRDS	$14,611.33
				46907	20260621	UTILITY LOCATES	WTRDS	$2,404.01
							Total	**$17,015.34**
422598	06/04/26	38898	VERIZON COMMUNICATIONS	46848	20260281	GPS SERVICES	FLEET	$783.02
							Total	**$783.02**
422599	06/04/26	19876	VERIZON WIRELESS	46725	20260488	WATER METER DATA COLLECTORS	WTRDS	$175.14
							Total	**$175.14**
422600	06/04/26	39435	VISTRA INTERMEDIATE	46783	20260014	ELECTRICITY	WP	$269.98
				46920	20260014	ELECTRICITY	WP	$1,760.88
				46921	20260014	ELECTRICITY	WP	$268.58

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$2,299.44**
422601	06/04/26	38896	WEX BANK	46850	20260231	FUEL CARDS	FLEET	$225.26
							Total	**$225.26**
422602	06/04/26	39139	WILDAN ENGINEERING	46933	20261279	R - STRUCTURAL PLAN REVIEW SERVICES	PLAN	$1,890.00
				46934	20261279	R - STRUCTURAL PLAN REVIEW SERVICES	PLAN	$1,080.00
				46935	20261279	R - STRUCTURAL PLAN REVIEW SERVICES	PLAN	$2,430.00
							Total	**$5,400.00**
422603	06/04/26	34483	ZORO TOOLS	46738	20260527	SUPPLIES	FACIL	$31.39
				46744	20260149	SUPPLIES	WP	$157.05
				46785	20260527	SUPPLIES	FACIL	$39.10
				46902	20260527	SUPPLIES	FACIL	$47.43
							Total	**$274.97**
							Total	**$562,688.60**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
722	06/02/26	2669	AMALGAMATED BANK CHICAGO	46909	20260800	2012 DEBT SRV PYMT 6.30.26	FIN	$35,143.76
							Total	**$35,143.76**
723	06/02/26	2669		46910	20260801	2015 BOND DEBT SRV PYMT 6.30.26	FIN	$70,281.25
							Total	**$70,281.25**
724	06/02/26	2669		46911	20260802	2016 BOND DEBT SRV PYMT 6.30.26	FIN	$50,450.00
							Total	**$50,450.00**
725	06/02/26	2669		46912	20260803	2017 BOND DEBT SRV PYMT 6.30.26	FIN	$24,912.50
							Total	**$24,912.50**
726	06/02/26	2669		46913	20260804	2018 BOND DEBT SRV PYMT 6.30.26	FIN	$65,850.00
							Total	**$65,850.00**
727	06/03/26	2669		46914	20260805	2020REF BOND DEBT SRV PYMT 6.30.26	FIN	$34,675.00
							Total	**$34,675.00**
728	06/02/26	2669		46915	20260806	2021REF BOND DEBT SRV PYMT 6.30.26	FIN	$173,150.00
							Total	**$173,150.00**
729	06/02/26	2669		46916	20260807	2022 BOND DEBT SRV PYMT 6.30.26	FIN	$166,750.00
							Total	**$166,750.00**
730	06/02/26	2669		46917	20260808	2024 BOND DEBT SRV PYMT 6.30.26	FIN	$201,450.00
							Total	**$201,450.00**
731	06/02/26	2669		46918	20260809	2025 BOND DEBT SRV PYMT 6.30.26	FIN	$210,050.00
							Total	**$210,050.00**
732	06/04/26	36932	COSTCO CHASE VISA FLEX	46887	20261907	COOKOUT SUPPLIES	FACIL	$1,015.42
				46888	20261907	COOKOUT SUPPLIES	FACIL	$7.99
							Total	**$1,023.41**
733	06/04/26	32860	JPMORGAN MASTERCARD	46893		MAY 2026 CREDIT CARD	FIN	$20,048.98
							Total	**$20,048.98**
734	06/04/26	38900	VENTURES ENDURANCE EVENTS	46832	20261922	WIN HP 5K REGISTRATIONS	HLTH	$1,721.50
							Total	**$1,721.50**
							Total	**$1,055,506.40**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount

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422604	06/11/26	38352	ADVANCED CLEANING	46952	20260958	JANITORIAL SERVICES	WP	$4,568.00
							Total	**$4,568.00**
422605	06/11/26	38327	AEP ENERGY	1853117		SRVS @ 632 ROGER WILLIAMS AVE	FIN	$139.76
				1853230		SRVS @ 100 HIAWATHA TRL	FIN	$33.61
				1853333		SRVS @ 0 CENTRAL DEERFIELD	FIN	$1,445.10
				1901737		SRVS @ 0 OLD MILL SKOKIE	FIN	$17,355.32
							Total	**$18,973.79**
422606	06/11/26	40454	ALEX UZAROWICZ	46974	20261955	VOLUNTARY SEWER LATERAL COST SHARE	SEWER	$1,260.00
							Total	**$1,260.00**
422607	06/11/26	23547	ALLAN ICS INTEGRATED CONTROL	46953	20261125	SCADA SUPPORT	WP	$8,960.00
							Total	**$8,960.00**
422608	06/11/26	39715	ALPHA MAINTENANCE	47056	20261334	FIRE HYDRANT PAINTING	WTRDS	$38,400.00
							Total	**$38,400.00**
422609	06/11/26	31268	ALPHA PRIME	47057	20261715	MACHINERY EQUIPMENT	FD	$690.00
							Total	**$690.00**
422610	06/11/26	39228	ALVAREZ	47029	20260521	R - LANDSCAPING SERVICES	PLAN	$159.66
							Total	**$159.66**
422611	06/11/26	39872	AMELIA K BRUNO	47037	20261820	EVENT COFFEE POET LAUREATE PROGRAM	CMO	$65.40
							Total	**$65.40**
422612	06/11/26	342	APWA AMERICAN PUBLIC WORKS	46945	20261949	MEMBERSHIP FEES	PW	$2,109.00
							Total	**$2,109.00**
422613	06/11/26	39863	AQUA DESIGNS	46937		REFUND - PLMB-2025-01144	BLDG	$250.00
							Total	**$250.00**
422614	06/11/26	40451	BARBARA ROSNER	46939		REFUND - EXTR-2025-02358	BLDG	$250.00
							Total	**$250.00**
422615	06/11/26	39012	BEC ENTERPRISES	46968	20260526	PARTS	FLEET	$668.79
				46969	20261947	PARTS SWEEPER UNIT	FLEET	$231.76
							Total	**$900.55**
422616	06/11/26	28801	BOUND TREE MEDICAL	47058	20261822	SUPPLIES	FD	$156.99
							Total	**$156.99**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422617	06/11/26	29404	CCMSI	47065	20260831	PROPERTY CASUALTY DEDUCTIBLES	FIN	$3,004.17
							Total	**$3,004.17**
422618	06/11/26	39085	CHC WELLNESS	47084	20261061	WELLNESS MANAGEMENT FEE ANNUAL	HLTH	$308.00
							Total	**$308.00**
422619	06/11/26	40475	CHICAGO TITLE	47060	20262017	R - UB REFUND	FIN	$131.30
							Total	**$131.30**
422620	06/11/26	33433	CHRISTOPHER B. BURKE ENGINEERING	47045	20261059	BIANNUAL BRIDGE INSPECTION	ENG	$3,427.50
				47046	20260305	BBD BLUEGRASS ALLEY	ENG	$3,816.00
							Total	**$7,243.50**
422621	06/11/26	23349	CINTAS #22	46954	20260001	UNIFORM RENTAL	WP	$67.47
							Total	**$67.47**
422622	06/11/26	23349		46946	20260237	UNIFORM RENTAL	FLEET	$102.86
				46947	20260195	UNIFORM RENTAL	TRNST	$16.74
				46948	20260400	UNIFORM RENTAL	FACIL	$32.01
				46949	20260417	UNIFORM RENTAL	SEWER	$97.09
				46950	20260365	UNIFORM RENTAL	SEWER	$98.36
				46951	20260366	UNIFORM RENTAL	SEWER	$79.12
							Total	**$426.18**
422623	06/11/26	6700	CITY OF HIGHWOOD	46966	20261875	RONAN BRIDGE REPAIR	ENG	$6,891.00
							Total	**$6,891.00**
422624	06/11/26	14137	CIVILTECH ENGINEERING	47047	20260644	UTILITY FEE	ENG	$2,939.10
				47048	20261813	TRAFFIC STUDY	ENG	$392.00
							Total	**$3,331.10**
422625	06/11/26	26496	COMCAST CABLE	47080	20260049	MONTHLY CONVERTER BOXES	PD	$42.29
							Total	**$42.29**
422626	06/11/26	26496		47068	20261167	INTERNET CITYWIDE INTERNET SERVICE	CS	$86.20
							Total	**$86.20**
422627	06/11/26	26496		47069	20260711	INTERNET CMO	CS	$425.97
				47070	20260596	INTERNET BACKUP PD	CS	$174.84
				47071	20260602	INTERNET ACCESS WATER PLANT	CS	$292.08

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$892.89**
422628	06/11/26	35430	COMMONWEALTH EDISON	1840236		SRVS @ CENTRAL AVE SHERIDAN	FIN	$39.78
				1840434		SRVS @ SECOND ST CENTRAL	FIN	$39.78
				1840838		SRVS @ 777 N ST JOHNS AVE	FIN	$98.90
				1900931		SRVS @ 1E SHERIDAN PARK AVE	FIN	$126.46
							Total	**$304.92**
422629	06/11/26	35430		1840021		SRVS @ 0 BEVERLY DEERFIELD	FIN	$229.40
							Total	**$229.40**
422630	06/11/26	33260	CONSTELLATION	46980	20260300	NATURAL GAS	WP	$2,550.81
							Total	**$2,550.81**
422631	06/11/26	36385	COSTCO WHOLESALE	47013	20260567	MEMBERSHIP DUES	FIN	$32.50
				47014	20261948	MEMBERSHIP DUES	FACIL	$65.00
				47015	20261950	MEMBERSHIP DUES	FD	$32.50
				47016	20261991	MEMBERSHIP DUES	SNR	$32.50
				47020	20261993	MEMBERSHIP DUES	CMO	$32.50
							Total	**$195.00**
422632	06/11/26	38914	CROWNE INDUSTRIES	47003	20260207	TESTING INSPECTION	FLEET	$2,245.32
				47004	20261956	FUEL INSPECTION	FLEET	$519.68
							Total	**$2,765.00**
422633	06/11/26	31130	DEPENDABLE FIRE	46977	20261979	R - FIRE EXTINGUISHER	TRNST	$187.60
							Total	**$187.60**
422634	06/11/26	38347	RJS UNITED	47078	20261187	PARKING PERMIT PRINTING	PD	$206.66
							Total	**$206.66**
422635	06/11/26	34351	EUROFINS EATON ANALYTICAL	46955	20260930	LAB SERVICES	WP	$110.00
							Total	**$110.00**
422636	06/11/26	38194	FACILITY GATEWAY	47023	20261479	UPS SYSTEM SERVICES	FACIL	$1,033.24
							Total	**$1,033.24**
422637	06/11/26	405	FEDEX	47030	20260428	SHIPPING FEES	PLAN	$81.94
							Total	**$81.94**
422638	06/11/26	39084	FIRST RESPONDERS WELLNESS	47079	20260310	MENTAL HEALTH VISITS	PD	$8,365.00
							Total	**$8,365.00**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422639	06/11/26	40019	GENUINE PARTS	46960	20260031	SUPPLIES	WP	$20.17
							Total	**$20.17**
422640	06/11/26	14815	GOVERNMENT MANAGEMENT INFORMATION SCIENCES	47072	20261953	MEMBERSHIP FEES	CS	$350.00
							Total	**$350.00**
422641	06/11/26	22533	GRAINGER	47019	20260147	SUPPLIES	WP	$8.08
				47021	20260147	SUPPLIES	WP	$1,567.30
							Total	**$1,575.38**
422642	06/11/26	463	HIGHLAND PARK CHAMBER	47033	20261989	CHAMBER COMMERCE MEETING	CMO	$20.00
							Total	**$20.00**
422643	06/11/26	474	HIGHLAND PARK ELECTRIC	46972	20260788	LIGHTING MAINTENANCE	STR	$2,000.00
							Total	**$2,000.00**
422644	06/11/26	1326	HIGHLAND PARK FORD	46975	20261915	REPAIR SERVICES	FLEET	$5,447.12
							Total	**$5,447.12**
422645	06/11/26	33437	HOERR	47027	20261299	SEWER LINING	SEWER	$167,280.95
							Total	**$167,280.95**
422646	06/11/26	33406	HR GREEN	47051	20260540	BEECH STREET BRIDGE	ENG	$2,105.89
							Total	**$2,105.89**
422647	06/11/26	36949	IDEXX DISTRIBUTION	46957	20260258	SUPPLIES	WP	$330.72
							Total	**$330.72**
422648	06/11/26	18478	IDLEWOOD ELECTRIC	47018	20261938	SUPPLIES	WP	$2,531.25
							Total	**$2,531.25**
422649	06/11/26	21102	ILLINOIS DEPT PUBLIC HEALTH	47009		VITAL RECORDS SURCHARGE DISBURSEMENT	FIN	$3,212.00
							Total	**$3,212.00**
422650	06/11/26	40400	INTERNATIONAL CYBERNETICS	47052	20261625	PAVEMENT EVAL	ENG	$12,540.00
							Total	**$12,540.00**
422651	06/11/26	28104	JAMES PIANO	47073	20261992	R - EQUIPMENT SERVICES	SNR	$165.00
							Total	**$165.00**
422652	06/11/26	151	JIM KENDROS	47074	20261998	R - RAVINIA REVEALED	SNR	$200.00
							Total	**$200.00**
422653	06/11/26	40441	JUDY OPPENHEIM	47024	20261994	R - REFUND MAH JONGG CLASS	SNR	$118.00

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$118.00**
422654	06/11/26	38883	JUSTICE FAMILY ENTERPRISES	47062	20261840	SUPPLIES	FD	$782.48
							Total	**$782.48**
422655	06/11/26	37139	KAPLAN PAVING	46938		REFUND - EXTR-2025-02533	BLDG	$500.00
							Total	**$500.00**
422656	06/11/26	37358	LAKE CO IL CONVENTION	47036	20261290	VLC 2026 VISTORS GUIDE	CMO	$3,500.00
							Total	**$3,500.00**
422657	06/11/26	905	LALUZERNE SMITH	47034	20260299	LEGAL SERVICES	LEGL	$6,754.00
							Total	**$6,754.00**
422658	06/11/26	40450	LARRY HELLER RANDY HELLER	47049	20261984	EASEMENT PURCHASE	ENG	$10,500.00
							Total	**$10,500.00**
422659	06/11/26	37070	LEWIS G. BENDER	47081	20261930	LEW BENDER LEADERSHIP TRAINING	PD	$7,400.00
							Total	**$7,400.00**
422660	06/11/26	26539	LOGSDON OFFICE	47031	20260439	OFFICE SUPPLIES	PLAN	$142.00
							Total	**$142.00**
422661	06/11/26	34799	LUCAS LANDSCAPING	46979	20260466	TREE REMOVAL	FORST	$190.95
							Total	**$190.95**
422662	06/11/26	40408	MARTAM CONSTRUCTION	47053	20261877	SHERIDAN RD -EDGECLIFF DR NORTH IMPROVEMENTS	ENG	$230,548.45
							Total	**$230,548.45**
422663	06/11/26	37793	MARTINIZING	47082	20260353	UNIFORM CLEANING ALTERATION REPAIR	PD	$103.00
							Total	**$103.00**
422664	06/11/26	39949	MATRIX IMAGING	47007	20260605	WATER BILL POSTAGE	FIN	$2,266.62
							Total	**$2,266.62**
422665	06/11/26	37891	MC SQUARED ENERGY	47067	20261348	SOLAR COMMUNITY SERVICES	CMO	$317.90
							Total	**$317.90**
422666	06/11/26	40409	MEDICAL WAREHOUSE	47063	20261824	SUPPLIES	FD	$427.50
							Total	**$427.50**
422667	06/11/26	697	MENONI & MOCOGNI	46970	20260273	CONCRETE	STR	$2,032.54
				47017	20261124	SUPPLIES	STR	$70.50
							Total	**$2,103.04**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422668	06/11/26	40457	MICHAEL BINDER	47059	20262009	VOLUNTARY SEWER LATERAL COST SHARE	SEWER	$1,260.00
							Total	**$1,260.00**
422669	06/11/26	40334	MICHAEL BRUNO	47044	20262001	EVENT SUPPLIES	CMO	$1,250.00
							Total	**$1,250.00**
422670	06/11/26	35088	MUNICIPAL FLEET MANAGERS	46963	20260164	MEMBERSHIP DUES	FLEET	$35.00
				46964	20260164	MEMBERSHIP DUES	FLEET	$35.00
							Total	**$70.00**
422671	06/11/26	749	MUTUAL ACE HARDWARE	46965	20260184	PARTS	FLEET	$30.07
				47022	20260011	SUPPLIES	FORST	$321.80
							Total	**$351.87**
422672	06/11/26	4218	NORTH SHORE GAS	1901031		SRVS @ 525 CENTRAL AVE	FIN	$52.46
				1901232		SRVS @ 1707 ST JOHNS AVE	FIN	$186.70
				1901331		SRVS @ 50 LOGAN LOOP	FIN	$115.37
				1901428		SRVS @ 977 VILLAS CT	FIN	$68.75
				1901629		SRVS @ 2035 RICHFIELD AVE	FIN	$51.85
				2206219		SRVS @ 1088 HALF DAY RD	FIN	$198.94
							Total	**$674.07**
422673	06/11/26	33910	ON TIME EMBROIDERY	47064	20261234	UNIFORM SUPPLIES	FD	$436.50
							Total	**$436.50**
422674	06/11/26	35244	ORPHANS OF THE STORM	47083	20260095	DOG POUND FEE	PD	$100.00
							Total	**$100.00**
422675	06/11/26	837	PARK DISTRICT HIGHLAND PARK	47085	20262011	FITNESS BONUS TEST ADMINISTRATION	HLTH	$690.00
							Total	**$690.00**
422676	06/11/26	20809	PARKS PLUMBING	46944		REFUND - PLMB-2025-01036	BLDG	$500.00
							Total	**$500.00**
422677	06/11/26	38921	PEERLESS NETWORK	47090		CITY PHONES	FIN	$2,645.27
							Total	**$2,645.27**
422678	06/11/26	2	PETER BAKER	46978	20260265	ASPHALT	STR	$1,711.36
							Total	**$1,711.36**
422679	06/11/26	15519	POSTAGE-BY-PHONE U.S. POSTAL	47010		CITY POSTAGE REPLENISH	FIN	$4,000.00
							Total	**$4,000.00**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422680	06/11/26	40476	PROPER TITLE	47061	20262016	R - UB REFUND	FIN	$100.20
							Total	**$100.20**
422681	06/11/26	40405	QUALITY FLAGS	47041	20261583	SUPPLIES FLAGS MULTI SIZES	CMO	$4,536.50
							Total	**$4,536.50**
422682	06/11/26	31582	RADAR MAN	47075	20261728	SUPPLIES RADAR LIDAR CERTS	PD	$820.00
							Total	**$820.00**
422683	06/11/26	39643	RAVINIA PLUMBING	46842		REFUND - PLMB-2026-01753	BLDG	$500.00
							Total	**$500.00**
422684	06/11/26	34792	ROBINSON ENGINEERING	47005	20261190	LSLR PROJECT 2 DESIGN	WTRDS	$23,750.00
							Total	**$23,750.00**
422685	06/11/26	923	MICHAEL WHITNEY DRAEGERT	46962	20260255	DOT INSPECTIONS	FLEET	$265.00
							Total	**$265.00**
422686	06/11/26	18887	SE-INC	47032	20260835	ENJOYHP EVENTS SERVICES	CMO	$750.00
							Total	**$750.00**
422687	06/11/26	39874	SECRET WORLD	47038	20262003	EVENT POET LAUREATE BOOKS	CMO	$252.58
				47039	20262003	EVENT POET LAUREATE BOOKS	CMO	$19.43
							Total	**$272.01**
422688	06/11/26	40123	SHERIDAN PLUMBING	47054	20261296	ROUTE 41 WATER MAIN LINING	ENG	$100,323.08
							Total	**$100,323.08**
422689	06/11/26	9350	SOLID WASTE AGENCY	47043	20261942	ANNUAL MEMBERSHIP	CMO	$15,506.25
							Total	**$15,506.25**
422690	06/11/26	18274	STREICHERS	47077	20260894	LAUNCHERS PROJECTILES	PD	$6,097.94
							Total	**$6,097.94**
422691	06/11/26	39375	TELCOM INNOVATIONS	47086	20261952	PHONE SYSTEM MAINTENANCE	CS	$222.50
							Total	**$222.50**
422692	06/11/26	1572	TERMINAL SUPPLY	46976	20260313	PARTS	FLEET	$101.18
							Total	**$101.18**
422693	06/11/26	40446	TIBU BUILDERS	46840		REFUND - PLMB-2025-01136	BLDG	$3,000.00
							Total	**$3,000.00**
422694	06/11/26	28029	TRAFFIC CONTROL	46973	20261199	SUPPLIES	STR	$524.00
				47011	20261849	SUPPLIES	STR	$1,348.50

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$1,872.50**
422695	06/11/26	1749	PATSON	46967	20261856	R - PARTS	TRNST	$621.58
							Total	**$621.58**
422696	06/11/26	2336	TRIGGI CONSTRUCTION	47055	20261653	ENG-CONCRETE SIDWALK REPAIRS	ENG	$323,480.50
							Total	**$323,480.50**
422697	06/11/26	40055	TRINE CONSTRUCTION	47026	20260995	LSL REPLACEMENT PROJECT	PW	$582,726.59
							Total	**$582,726.59**
422698	06/11/26	22779	TYLER TECHNOLOGIES	47087	20261537	ERP SYSTEM IMPLEMENTATION	CS	$5,120.00
				47088	20261537	ERP SYSTEM IMPLEMENTATION	CS	$1,920.00
							Total	**$7,040.00**
422699	06/11/26	15751	UNION PACIFIC RAILROAD	47008	20260608	2026 UP LOT LEASE	FIN	$311.35
							Total	**$311.35**
422700	06/11/26	15397	HD SUPPLY	46958	20260040	SUPPLIES	WP	$110.74
							Total	**$110.74**
422701	06/11/26	19876	VERIZON WIRELESS	47089	20261429	POTSOLVE LINES 911 CALL BOX ELEVATOR	CS	$580.13
							Total	**$580.13**
422702	06/11/26	39435	VISTRA INTERMEDIATE	2197323		SRVS @ 1700 N ST JOHNS AVE	FIN	$514.84
				2197732		SRVS @ 0 SHERIDAN RD OLD ELM	FIN	$42.00
				2198428		SRVS @ 700 ST. JOHNS B	FIN	$46.61
				2198531		SRVS @ 1793 FIRST ST	FIN	$211.16
				2198831		SRVS @ 0 GREENBAY	FIN	$186.79
				2199034		SRVS @ OLD DEERFIELD	FIN	$2.27
				2206728		SRVS @ 418 SHERIDAN	FIN	$45.44
							Total	**$1,049.11**
422703	06/11/26	40407	WAUKEGAN SAFE LOCK	47066	20262007	SAFE REPAIR	FIN	$845.00
							Total	**$845.00**
422704	06/11/26	40440	WENDY COLEMAN	47025	20261995	R - REFUND MAH JONGG CLASS	SNR	$118.00
							Total	**$118.00**
422705	06/11/26	2003	WEST SIDE TRACTOR	46961	20260242	PARTS	FLEET	$3.82
							Total	**$3.82**
422706	06/11/26	34483	ZORO TOOLS	46959	20260149	SUPPLIES	WP	$161.99

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
				46981	20260149	SUPPLIES	WP	$15.66
				46982	20260149	SUPPLIES	WP	$108.53
							Total	**$286.18**
							Total	**$1,667,608.71**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
735	06/11/26	30071	WEST GOVERNMENT	47076	20260124	CLEAR INVESTIGATIVE SOFTWARE	PD	$610.79
							Total	**$610.79**
736	06/11/26	38881	WILLIAMS SCOTSMAN	47040	20260948	STORAGE CONTAINER SCULPTURE	CMO	$168.00
							Total	**$168.00**
							Total	**$778.79**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422707	06/18/26	40479	175 PROSPECT	47108		REFUND - VAR-2025-00047	BLDG	$205.55
							Total	**$205.55**
422708	06/18/26	33449	ADVOCATE HEALTH	47112	20260202	R - MEDICAL SERVICES PACE	TRNST	$291.00
				47113	20261403	R - MEDICAL SERVICES RAVINIA	TRNST	$1,789.00
							Total	**$2,080.00**
422709	06/18/26	40414	ALATS DANCE	47158	20261663	EVENT ENTERTAINMENT	CMO	$8,000.00
							Total	**$8,000.00**
422710	06/18/26	39228	ALVAREZ	47145	20260521	R - LANDSCAPING SERVICES	PLAN	$159.66
							Total	**$159.66**
422711	06/18/26	4652	AMERICAN WATER WORKS ILLINOIS	47096	20260057	TRAINING	WP	$28.00
							Total	**$28.00**
422712	06/18/26	40460	ANTUNOVICH	46985		REFUND - VAR-2026-00064	BLDG	$321.96
							Total	**$321.96**
422713	06/18/26	40486	ARI MINTZER	47163		REFUND - EXTR-2025-01927	BLDG	$250.00
							Total	**$250.00**
422714	06/18/26	39403	ARMS SECURITY	47219	20262024	SECURITY SERVICES RAVINIA FOOD TRUNK THURSDAYS	CMO	$396.00
				47220	20262024	SECURITY SERVICES RAVINIA FOOD TRUNK THURSDAYS	CMO	$371.25
							Total	**$767.25**
422715	06/18/26	20050	ATHANAS FENCE	47214	20261881	WALKER AV BIKE PATH FENCE	FORST	$10,600.00
							Total	**$10,600.00**
422716	06/18/26	17986	BECK'S HEATING	47215	20260038	SUPPLIES	WP	$50.00
							Total	**$50.00**
422717	06/18/26	40464	BO OPANASYUK	46990		REFUND - VAR-2025-00058	BLDG	$213.15
							Total	**$213.15**
422718	06/18/26	40465	BRETT CAPLAN	46991		REFUND - VAR-2025-00057	BLDG	$345.10
							Total	**$345.10**
422719	06/18/26	20914	BROADWAY IN CHICAGO	47226	20261016	R - EXCURSIONS THE NOTEBOOK	SNR	$4,405.00
							Total	**$4,405.00**
422720	06/18/26	40484	CARI B. SACKS	47126		REFUND - VAR-2026-00067	BLDG	$299.96

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$299.96**
422721	06/18/26	33433	CHRISTOPHER B. BURKE ENGINEERING LTD	47107	20261065	MISC SERVICE	FACIL	$1,495.02
							Total	**$1,495.02**
422722	06/18/26	23349	CINTAS #22	47091	20260001	UNIFORM RENTAL	WP	$67.72
							Total	**$67.72**
422723	06/18/26	23349		47114	20260237	UNIFORM RENTAL	FLEET	$102.78
				47115	20260195	UNIFORM RENTAL	TRNST	$16.87
				47116	20260400	UNIFORM RENTAL	FACIL	$32.11
				47117	20260417	UNIFORM RENTAL	SEWER	$97.13
				47118	20260365	UNIFORM RENTAL	SEWER	$98.76
				47119	20260366	UNIFORM RENTAL	SEWER	$79.34
				47197	20260158	UNIFORM RENTAL	FD	$5.70
				47198	20260158	UNIFORM RENTAL	FD	$7.82
				47199	20260158	UNIFORM RENTAL	FD	$5.85
							Total	**$446.36**
422724	06/18/26	2020	CIORBA GROUP	47169	20260658	PED BRIDGE OVER 41	ENG	$4,999.91
				47170	20260670	SHERIDAN RD SIDEWALK	ENG	$3,755.98
				47171	20260648	SHERIDAN RD	ENG	$2,138.22
				47172	20261876	SHERIDAN RD	ENG	$16,580.83
				47173	20261924	STORMWATER PERMIT	ENG	$12,155.29
							Total	**$39,630.23**
422725	06/18/26	40459	CNM DEVELOPMENT	46984		REFUND - VAR-2026-00065	BLDG	$364.00
							Total	**$364.00**
422726	06/18/26	233	CRAFTWOOD LUMBER	47156	20262018	SSA - 17 STORAGE POD	CMO	$10.47
							Total	**$10.47**
422727	06/18/26	40461	D & K MERAZ REMODELING	46986		REFUND - VAR-2026-00062	BLDG	$376.00
							Total	**$376.00**
422728	06/18/26	40481	DAVID JODY GUTHRIE	47122		REFUND - VAR-2025-00053	BLDG	$346.81
							Total	**$346.81**
422729	06/18/26	38246	DEBRA KRAVITZ	47124		REFUND - VAR-2025-00059	BLDG	$321.95

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$321.95**
422730	06/18/26	19338	DELL COMPUTER	47222	20261811	SUPPLIES DEVICES	CS	$51,104.00
							Total	**$51,104.00**
422731	06/18/26	38347	RJS UNITED	47167	20261110	SUPPLIES ARBOR DAY POSTERS	CMO	$100.00
				47192	20261778	GRAFFITI NOTICE PROPERTY LOG	PD	$410.50
				47217	20262055	SSA - 17 POSTERS YARD SIGNS INSERTS	CMO	$480.00
							Total	**$990.50**
422732	06/18/26	358	ERNIES WRECKER	47189	20262038	VEHICLE HOLD FEE	PD	$555.00
							Total	**$555.00**
422733	06/18/26	405	FEDEX	47148	20260428	SHIPPING CHARGES	PLAN	$94.56
							Total	**$94.56**
422734	06/18/26	35589	FERGUSON US HOLDINGS	47110	20260992	SUPPLIES	WTRDS	$5,606.80
							Total	**$5,606.80**
422735	06/18/26	40019	GENUINE PARTS	47100	20260031	SUPPLIES	WP	$21.98
							Total	**$21.98**
422736	06/18/26	13888	GORDON FLESCH	47224	20260603	MULTI FUNCTION COPIERS	CS	$1,046.52
							Total	**$1,046.52**
422737	06/18/26	22533	GRAINGER	47092	20260147	SUPPLIES	WP	$55.92
				47127	20261531	SUPPLIES	STR	$216.48
							Total	**$272.40**
422738	06/18/26	40462	GREEN BUILDING TECHNOLGIES	46987		REFUND - VAR-2026-00061	BLDG	$295.01
							Total	**$295.01**
422739	06/18/26	2699	GUY SCOPELLITI	47135	20261619	FLOWER WATERING	FORST	$455.00
				47175	20261933	LINDEN REPAIR	ENG	$3,490.00
							Total	**$3,945.00**
422740	06/18/26	40469	HAL DWORKIN	46996		REFUND - VAR-2025-00052	BLDG	$345.95
							Total	**$345.95**
422741	06/18/26	40341	HAWKINS	47093	20261013	CREDIT 7452914	WP	($586.08)
				47094	20261013	CHEMICAL SUPPLIES	WP	$1,043.12
				47095	20261880	CHEMICAL SUPPLIES	WP	$18,456.88
							Total	**$18,913.92**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422742	06/18/26	27640	HEALTH ENDEAVORS	47151	20261046	ANNUAL FIRE PRE-EMPLOYMENT PHYSICALS	HLTH	$825.00
							Total	**$825.00**
422743	06/18/26	39533	HEARTLAND GARAGE BUILDERS	46993		REFUND - VAR-2024-00055	BLDG	$333.39
							Total	**$333.39**
422744	06/18/26	1326	HIGHLAND PARK FORD	47190	20261584	VEHICLE PARTS	PD	$199.48
				47191	20261584	VEHICLE PARTS	PD	$244.80
							Total	**$444.28**
422745	06/18/26	7262	IL DEPT TRANSPORTATION STATE TREASURER	47120	20260792	IDOT TRAFFIC SIGNAL	STR	$4,254.54
							Total	**$4,254.54**
422746	06/18/26	31870	J.G. UNIFORMS	47193	20260690	CSO UNIFORMS	PD	$66.95
				47194	20260140	ADMIN UNIFORMS	PD	$25.00
							Total	**$91.95**
422747	06/18/26	151	JIM KENDROS	47186	20261998	R - RAVINIA REVEALED	SNR	$200.00
							Total	**$200.00**
422748	06/18/26	36665	BARRINGTON PUBLISHING	47160	20261169	EVENTS PRINT ADVERTISING	CMO	$13,900.00
							Total	**$13,900.00**
422749	06/18/26	37139	KAPLAN PAVING	47131		REFUND - EXTR-2025-02461	BLDG	$250.00
							Total	**$250.00**
422750	06/18/26	36952	KEY CODE MEDIA	47155	20261983	SUPPORT AGREEMENT	COM	$2,250.00
							Total	**$2,250.00**
422751	06/18/26	1309	LAKE COUNTY CLERK RECORDING DIVISION	47195	20260436	R - RECORDING FEES	PLAN	$120.00
							Total	**$120.00**
422752	06/18/26	18222	LAKE COUNTY STATES ATTORNEY	47187	20260126	FORENSIC LAB MEMBERSHIP DUES	PD	$3,550.00
							Total	**$3,550.00**
422753	06/18/26	38916	ACER TREE SERVICE	47121	20260468	TREE MAINTENANCE	FORST	$4,396.30
				47164	20260468	TREE MAINTENANCE	FORST	$450.90
				47216	20260468	TREE MAINTENANCE	FORST	$450.90
							Total	**$5,298.10**
422754	06/18/26	26539	LOGSDON OFFICE	47196	20260439	OFFICE SUPPLIES	PLAN	$106.86

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$106.86**
422755	06/18/26	40480	MATTHEW CONTI	47109		REFUND - VAR-2025-00048	BLDG	$341.96
							Total	**$341.96**
422756	06/18/26	38805	MELINDA MICHAEL DESIGNS	47225	20262060	ARRANGEMENT FLOWERS MEMORIAL	HLTH	$200.00
							Total	**$200.00**
422757	06/18/26	40485	MICHELLE FORTEZZO	47162		REFUND - EXTR-2025-02406	BLDG	$250.00
							Total	**$250.00**
422758	06/18/26	39000	MORENO LANDSCAPE	47174	20260460	ROUTINE GROUNDS	FORST	$5,509.35
							Total	**$5,509.35**
422759	06/18/26	749	MUTUAL ACE HARDWARE	47102	20260373	SUPPLIES	SEWER	$797.91
				47103	20260228	SUPPLIES	STR	$89.94
							Total	**$887.85**
422760	06/18/26	40234	NORTHSHORE LAWNSPRINKLER	47130		REFUND - PLMB-2025-01221	BLDG	$500.00
							Total	**$500.00**
422761	06/18/26	33910	ON TIME EMBROIDERY	47202	20261407	DUTY UNIFORM	FD	$147.00
				47203	20261485	SUPPLIES DUTY BOOTS	FD	$189.00
				47204	20261502	SUPPLIES DUTY BOOTS	FD	$189.00
				47205	20261511	DUTY UNIFORM	FD	$138.00
				47206	20261642	DUTY UNIFORM	FD	$128.00
				47207	20261678	CLASS A UNIFORM SUPPLIES	FD	$406.95
				47208	20261704	CLASS A UNIFORM	FD	$324.00
				47209	20261752	CLASS A UNIFORM	FD	$52.00
				47210	20261754	CLASS A UNIFORM	FD	$52.00
				47211	20261791	CLASS A UNIFORM	FD	$64.00
				47212	20261808	CLASS A UNIFORM	FD	$68.00
				47213	20261753	CLASS A UNIFORM	FD	$10.00
							Total	**$1,767.95**
422762	06/18/26	7789	ONCE UPON A BAGEL	47137	20262044	FLAGGER TRAINING MEAL	STR	$95.16
							Total	**$95.16**
422763	06/18/26	38921	PEERLESS NETWORK	47223		CITY PHONES	FIN	$5,288.16
							Total	**$5,288.16**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
422764	06/18/26	2	PETER BAKER	47165	20260265	ASPHALT	STR	$651.52
							Total	**$651.52**
422765	06/18/26	40482	RACHEL DAVID CHAIMOVITZ	47134		REFUND - VAR-2025-00056	BLDG	$443.67
							Total	**$443.67**
422766	06/18/26	892	RAVINIA PLUMBING	47132		REFUND - EXTR-2026-01797	BLDG	$500.00
							Total	**$500.00**
422767	06/18/26	40470	Ricardo Santana	46997		REFUND - VAR-2025-00050	BLDG	$341.10
							Total	**$341.10**
422768	06/18/26	37033	RILEY LANDMEIER	46278	20261759	R - PER DIEM WATERCON	SEWER	$180.00
				46282	20261765	R - HOTEL ACCOMODATIONS	SEWER	$674.07
							Total	**$854.07**
422769	06/18/26	34396	RIPPLE PUBLIC RELATIONS	47152	20261674	VCS ENTERTAINMENT	CMO	$5,000.00
							Total	**$5,000.00**
422770	06/18/26	40212	ROBIN LERHFELD-SUBAR	47157	20262023	AWARDS CEREMONY PHOTOGRAPHY	CMO	$700.00
							Total	**$700.00**
422771	06/18/26	40483	RONALD NISSON	47125		REFUND - VAR-2026-00060	BLDG	$443.67
							Total	**$443.67**
422772	06/18/26	11611	SDS HOLDINGS	47101	20260262	UNIFORM SUPPLIES	STR	$197.95
				47136	20260146	UNIFORM SUPPLIES	WP	$260.90
				47138	20260376	UNIFORM SUPPLIES	SEWER	$291.28
				47139	20260146	UNIFORM SUPPLIES	WP	$166.45
							Total	**$916.58**
422773	06/18/26	40467	STEVEN JACOBS	46994		REFUND - VAR-2025-00054	BLDG	$337.38
							Total	**$337.38**
422774	06/18/26	18274	STREICHERS	47188	20261183	SUPPLIES NIPAS MFF GEAR	PD	$79.99
							Total	**$79.99**
422775	06/18/26	1010	SUNSET FOODS	47166	20261559	COUNCIL DINNER SUPPLIES	CMO	$113.13
							Total	**$113.13**
422776	06/18/26	39916	THOMAS ENGINEERING	47176	20260627	MFT RESURFACE PROGRAM	ENG	$13,704.88
							Total	**$13,704.88**
422777	06/18/26	34926	TKG ENVIRONMENTAL	47106	20261302	STREET SWEEPING	STR	$600.00

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
							Total	**$600.00**
422778	06/18/26	28029	TRAFFIC CONTROL PROTECTION	47104	20261911	SUPPLIES	STR	$964.63
				47105	20262005	SUPPLIES	STR	$357.97
							Total	**$1,322.60**
422779	06/18/26	30073	TRANSPORTATION LAKE COUNTY	47111	20260790	TRAFFIC SIGNAL SERVICES	STR	$27,846.74
							Total	**$27,846.74**
422780	06/18/26	34842	TRIBUNE PUBLISHING	47147	20261839	HPC PUBLIC HEARING NOTICES	PLAN	$565.00
							Total	**$565.00**
422781	06/18/26	39179	UNIVERUS SOFTWARE CANADA	47227	20261170	COMPUTER SOFTWARE	SNR	$495.00
							Total	**$495.00**
422782	06/18/26	15397	HD SUPPLY	47097	20260422	SUPPLIES	WP	$988.08
							Total	**$988.08**
422783	06/18/26	250	W S DARLEY	47200	20261624	SUPPLIES TURNOUT GEAR	FD	$26,043.00
							Total	**$26,043.00**
422784	06/18/26	38570	YAZZ JAZZ	47228	20262052	R - ACTIVITIES CONCERTS	SNR	$300.00
							Total	**$300.00**
422785	06/18/26	34843	ZOLL MEDICAL	47201	20261854	EMS SUPPLIES	FD	$190.50
							Total	**$190.50**
422786	06/18/26	34483	ZORO TOOLS	47098	20260149	SUPPLIES	WP	$46.60
				47099	20260149	SUPPLIES	WP	$26.01
							Total	**$72.61**
							Total	**$282,949.90**

Check #	Date	Ven#	Vendor Name	Inv #	PO #	Description/Account	Dept	Amount
737	06/18/26	39182	AMAZON CAPITAL	47218	20261676	SUPPLIES LAPTOPS	CS	$1,399.99
							Total	**$1,399.99**
738	06/18/26	39182		47140	20261670	OFFICE SUPPLIES	CMO	$48.54
				47141	20261770	SUPPLIES ANCHORS	CMO	$142.81
				47142	20261833	SUPPLIES FLAGS LAWN DISPLAY	CMO	$246.90
				47143	20261864	OFFICE SUPPLIES	CMO	$78.89
				47146	20260427	OFFICE SUPPLIES	PLAN	$80.92
				47149	20260551	OFFICE SUPPLIES	FIN	$177.16
				47150	20261826	SUPPLIES OFFICE FURNISHING	HLTH	$30.59
				47153	20260002	OFFICE SUPPLIES	CLRK	$173.14
				47154	20261702	RESIDENT ACADEMY NAME BADGE	CMO	$22.18
				47177	20261703	OFFICE SUPPLIES	FD	$82.76
				47178	20261706	SUPPLIES	FD	$247.47
				47180	20260406	SUPPLIES	FACIL	$319.77
				47181	20261777	SUPPLIES TOOLS	WP	$919.01
				47182	20260037	SUPPLIES	WP	$154.37
				47183	20260764	SUPPLIES	PD	$51.59
				47184	20261816	SUPPLIES BLUE ENVELOPES	PD	$143.81
				47185	20261817	SUPPLIES	PD	$310.05
							Total	**$3,229.96**
739	06/18/26	37940	ELROD FRIEDMAN	47168	20260298	LEGAL SERVICES	LEGL	$66,377.50
							Total	**$66,377.50**
							Total	**$71,007.45**

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Emily Taub, Assistant City Manager
Jazmin Alejandro, Social Services Specialist
Amanda Bennett, Communications Manager

Department: City Manager's Office

Title: A Resolution Ratifying the Execution of an Additional Services Agreement and Authorizing the Commencement of Phase 2 of Services for the Place of Remembrance

Recommendation:
It is recommended the City enter into an agreement with SWA Group for Phase 2 services of design development, construction documentation, and construction administration to create a meaningful and lasting permanent place of remembrance. This recommendation is based on Place of Remembrance Working Group and City Council feedback.

Policy Consideration:
Background
In 2023, the City Council established a Working Group to guide the planning process for the permanent Place of Remembrance for the Highland Park shooting. The Place of Remembrance has three primary objectives:

- Create an accessible public place for reflection, remembrance, and solace;
- Pay tribute to the memories of Katie Goldstein, Irina McCarthy, Kevin Michael McCarthy, Jacki Lovi Sundheim, Stephen Straus, Nicolas Toledo, and Eduardo Uvaldo;
- Honor the community's resiliency, especially those who were injured.

The Working Group has been meeting regularly since November of 2023, with all meeting notes and related documents available online at hpremembrance.org/meetings. Key milestones for the Working Group include:

- Potential location brainstorm and development of the location shortlist (Port Clinton Square, the southwest corner of St. Johns & Central, the Rose Garden): February 27, 2024 & April 3, 2024
- RFP process for location feedback focus group & survey consultants: August 27,

2024 (firm recommendation); October 15, 2024 (Council approval)

- Location feedback public engagement process: November 2024 - January 2025; March 31, 2025 (Working Group presentation); April 14 & April 25 (Committee of the Whole presentation); Full downloadable report recommending a prominent, primary Place of Remembrance at the Rose Garden and a subtle, secondary location at Port Clinton Plaza

RFQ process for design services, a multi-phase process: April 30, 2025 (RFQ issued); (shortlist developed for interviews & representative designs); August 27, 2025 (Working Group recommendation); (Committee of the Whole discussion and selection of SWA Group); December 15, 2025 (Committee of the Whole update and budget determination); January 12, 2026 (approval of agreement with SWA Group)

Design Services Process

On April 30, 2025 the City issued a Request For Qualifications (RFQ) from experienced architects, artists, designers, and design teams to create these meaningful and lasting places of remembrance. At the June 18, 2025 Working Group Meeting, responses were narrowed to four shortlisted finalist firms based on their combination of experience and public engagement. Shortlisted firms were invited to provide 3-5 concept renderings illustrative of their approach to the project for the primary and secondary place of remembrance and then interviewed by the Working Group. The Working Group carefully evaluated the RFQ responses, interview responses, and concept designs. The Working Group gave significant weight to each firm's incorporation of trauma-informed community engagement as well as feedback from the public, including victims, during the evaluation process. After careful review and consideration of all submittals and interviews with the top candidates, on August 27, 2025 the Working Group recommended the City enter into an agreement with SWA Group (SWA) as the design firm on this project. Following deliberations at the October 6, 2025 Committee of the Whole meeting, the City Council supported moving forward with SWA.

The City requested SWA submit a formal proposal for services. Following discussions with SWA, the project was split into two phases. The scope of these phases are outlined below:

- Phase 1
    - Project Administration
    - Listening, Discovery, and Community Engagement
    - Schematic Design
- Phase 2
    - Design Development
    - Construction Documentation
    - Construction Administration

The Committee of the Whole was updated on the process at the December 15, 2025 meeting. On January 12, 2026 the City Council approved an agreement with SWA Group for Phase 1 services.

Cost

Phase 1

The Phase 1 cost was $262,500 plus up to an estimated 8% ($21,000) in reimbursable costs. Reimbursable costs could include copies of documents, travel, postage/shipping, and special printings.

At that time, SWA Group provided a preliminary estimate for Phase 2 costs, although Phase 2 costs would not be deterermined until a design concept is presented given that Phase 2 costs will be significantly impacted by the design. SWA provided a Rough Order of Magnitude (ROM) estimate. ROM is an early-stage cost projection designed to provide a high-level guess of what a project might cost. ROM costs typically fall within a wide accuracy range of -25% to +75%. The estimate provided by SWA is $700,000 – $1,250,000 for Phase 2 costs.

Phase 2

Phase 2 costs for design development, construction documentation, and construction administration is $629,800 plus up to $30,000 in reimbursable costs. The second stage of the service agreement is for services related to the Rose Garden site only. The cost associated with Stage 2 services for Port Clinton are not yet determined. The total costs for Stage 2 services for both sites are anticipated not to exceed the original estimate of $700,000 - $1,250,000.

Construction

These cost estimates are for design and document preparation only and do not include the building costs. On December 15, 2025 City Council was supportive of a preliminary construction budget of $2 million for the place of remembrance. At the June 8, 2026 Committee of the Whole meeting, the City Council supported an updated budget of $2.3 - $2.8 million for the Rose Garden site with Port Clinton costs under development.

Fundraising

The Working Group first discussed the possibility and potential approach to fundraising on May 1, 2024. The consensus of the Working Group was that it is important to make donation opportunities feasible for those who want to contribute, but ultimately not to pursue active fundraising. Feedback from the Working Group has been shared following every meeting with the City Council. The City Council affirmed this approach at the December 15, 2025 Committee of the Whole meeting and the City's fundraising approach can be revisited as the project progresses at the discretion of the City Council.

The City has received generous restricted donations for the permanent place of remembrance including a $1 million from Jon and Mindy Gray.

Project Schedule

The design and construction process is divided into five phases discussed in detail, with milestones, on the City's website. The construction timeline will be developed after the final design is determined and a construction manager has been onboarded.

Core Priorities:

Fiscal Stability
The engagement of Do Tank for the location feedback survey and focus group facilitation was $45,000.

The cost of the first stage of SWA's service agreement (project administration; listening, discovery, and community engagement; schematic design) is $262,500 plus up to $21,000 in reimbursable expenses (8% of the costs). The second stage of SWA's service agreement (design development; construction documentation; construction administration) is $629,800 plus up to $30,000 in reimbursable costs. The second stage of the service agreement is for services related to the Rose Garden site only. The cost associated with Stage 2 services for Port Clinton are not yet determined. The total costs for Stage 2 services for both sites are anticipated to not exceed the original estimate of $700,000 - $1,250,000.

The City Council supported a preliminary budget of $2 million for construction of the Place of Remembrance. At the June 8, 2026 Committee of the Whole meeting, the City Council supported an updated budget of $2.3 - $2.8 million for the Rose Garden site with Port Clinton costs under development. Although Council direction was not to pursue active fundraising due to the broad impact of the shooting on the community, the City has received several donations to support this project, most notably a restricted gift of $1 million from Jon & Mindy Gray among other similarly directed gifts for the Permanent Place of Remembrance.

Public Safety
The design concepts incorporate best practices for public safety and accessibility, including preservation of sightlines and hardscapes that support visitors who may be using mobility devices or pushing strollers.

Infrastructure Investment
The permanent Place of Remembrance will incorporate a primary installation at the Rose Garden and a subtle, secondary installation at Port Clinton Plaza. While the scale and nature of the designs will be different, each represents a significant infrastructure undertaking given the presence of existing structures at or adjacent to the site.

Environmental Sustainability
The design concepts take the City's commitment to environmentally sustainable practices into consideration through recommendations for native plantings and seasonality.

Attachments:
1. Resolution Ratifying Additional Services and Approving Phase 2 (SWA Group - Place of Remembrance)
2. SWA Group Phase 2 Services
3. Additional Services Agreement

City of Highland Park

Resolution No. _____

A Resolution Ratifying the Execution of an Additional Services Agreement and Authorizing the Commencement of Phase 2 Services for the Place of Remembrance

WHEREAS, on January 12, 2026, 2026, the City Council adopted Resolution No. 2025-1070, approving an agreement with SWA Group, Inc., of Sausalito, California (***"SWA Group"***), for the provision of professional consulting services for concept and schematic design, and community engagement, for the creation of a place of remembrance to honor the victims of the 2022 Highland Park shooting ("***Agreement***"); and

WHEREAS, the Agreement contemplates that SWA Group will perform its services in two phases, with Phase 1 consisting of project administration, community engagement, and schematic design, and Phase 2 consisting of design development and construction documentation and administration; and

WHEREAS, SWA Group has satisfactorily completed all Phase 1 services under the Agreement, and is prepared to commence Phase 2; and

WHEREAS, during the course of completion of the Phase 1 services, SWA Group and the City identified the need for additional community engagement and related services that were not contemplated by the Agreement, for an additional cost of $26,250.00 (***"Additional Phase 1 Services"***); and

WHEREAS, in order to ensure the timely completion of Phase 1 of the services, on May 28, 2026, the City Manager executed an agreement for the completion of the Additional Phase 1 Services on behalf of the City (***"Additional Services Agreement"***); and

WHEREAS, the City Council has determined that it is in the best interests of the City and its residents to ratify the execution by the City Manager of the Additional Services Agreement and to authorize the commencement of Phase 2 of the Agreement;

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: RATIFICATION OF AMENDMENT. The City Council hereby authorizes and approves the Additional Services Agreement, and hereby acknowledges, ratifies, and approves the prior execution of the Additional Services Agreement by the City Manager on May 28, 2026.

SECTION THREE: AUTHORIZATION OF PHASE 2. The City Council hereby authorizes SWA Group to commence Phase 2 of the services as contemplated by, and in accordance with, the Agreement.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval according to law.

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

swa
530 Bush Street 6th FL
San Francisco, CA 94108
United States
+1.415.836.8700
www.swagroup.com

June 23, 2026

City of Highland Park
1707 St. Johns Ave
Highland Park, Illinois 60035

Attn: Emily Taub, Assistant City Manager
Re: Highland Park Place of Remembrance – Full Service Design
HDKT601.B

Dear Ms. Taub,

We are pleased to submit the following proposal for Professional Services in connection with the project referenced above.

These services will be billed to you under our job number HDKT601.B under the terms and conditions of our contract with you dated January 14, 2026.

APPROACH AND UNDERSTANDING

This proposal is for Design Development, Construction Documentation, and Construction Administration for the Highland Park Place of Remembrance, based on the refined 'Woven Together' concept for the Rose Garden site developed following Phase 1 and 2 of Community Engagement. The concept above was initially developed as one of three, reviewed by the Place of Remembrance Working Group, Committee of the Whole, and members of the Community. The concept was refined and again reviewed by the Committee of the Whole, who approved the overall direction. This scope does not include ongoing design development of the secondary Place of Remembrance at Port Clinton, which can be covered under additional scope pending direction from the Client.

I. SCOPE OF SERVICES

A. SWA will provide design development, construction documentation, bidding period, and construction observation services, as later described, for the following scope items:

1. Preparation of conceptual grading plan indicating the grading design through use of contours and/or spot elevations.
2. Engineering services (civil, MEP).
3. Finish grading and surface drainage of pedestrian pavements and planting areas addressing:
    a. Drainage.
    b. Aesthetics.
    c. Accessibility.
    d. Stormwater management and water quality.
4. Pedestrian, bikeways and decorative vehicular pavements.
5. Landscape walls, steps, railings and related site elements not a part of the buildings, if any.
6. Structural engineering for landscape walls, steps, railings and related site structural elements not part of the buildings.

7. Coordination of site utilities.
8. Fences, trellises, shade structures, decks and fixed seating devices, if any.
9. Site furnishings, including benches, tables, umbrellas, planter pots, trash receptacles, bike racks and drinking fountains, if any.
10. Siting, sizing, location of ornamental pools and fountains.
11. Fountain design details, MEP, lighting and programmed effects.
12. Structure, recirculation systems and lighting of ornamental pools and fountains.
13. Site lighting design, fixture selection and layout circuitry.
14. Selection, location and mounting details of fixtures for site lighting:
    a. Coordination with public works/safety.
    b. Photometric analysis.
15. Planting.
16. Landscape soils management.
17. Irrigation: High efficiency, weather/ET based irrigation system downstream from mainline point-of-connection.
18. Graphic design, wayfinding and signage, communications, and website design.
19. Coordination of site graphics.
20. Coordination of site artwork
21. Create necessary exhibits and plans for conformance with local landscape codes and ordinances required for the entitlement of the project.

B. Limitations of SWA Scope of Work

1. The contribution of SWA to the project shall be limited to areas of design and aesthetics and SWA does not assume responsibility for the work of others in the production of construction documents or the sufficiency thereof necessary to the execution of the work.
2. Design of Scope Items shall not include structural provisions for support of such items in the structure of the building; penetrations of the structure of the building for structural, mechanical, electrical or plumbing connections; actual connection to structural, mechanical, electrical and plumbing systems of the building (other than point-of-connection in planters for irrigation); waterproofing of the structure or protective covering of that waterproofing; or waterproofing of penetrations of the structure.

C. Sub-consultants Not Contracted to SWA

If required, SWA will retain and direct the services of the following professional consultants. Fees for such services are not included in this contract and shall be the subject of future agreements.

1. LEED, green building, sustainability consultant.
2. Soils consultant.
3. Hydrology, water systems.

4. Industrial design.
5. Architecture and site architecture.
6. Green roof/wall systems.
7. Cost estimating (opinion of probable cost).
8. Post-occupancy evaluation.
9. Professional renderings/perspectives or animations.
10. Fabrication, CNC, 3-D printing.
11. Playground safety consultant.
12. Historic landscapes consultant.
13. Restoration biologist.
14. Agricultural consultant, agronomist.
15. Arborist, horticultural consultants.

II. PROCEDURE

A. Design Development

1. Following written approval of the schematic design plans and the Client's authorization to commence design development, SWA shall prepare design development drawings. The design development plans will define the character and essentials of the project, including selection of materials. An overall strategy for site soils will be identified, including recommended analysis, stockpiling, removal amendments, etc. Plant selections will be refined based on soils suitability or limitations. Stormwater management, infiltration and treatment areas will be identified and coordinated with other project consultants. Cost Estimation based on Design Development drawings to be provided by Construction Manager or Others not contracted to SWA.

2. Deliverables:

    a. Layout and materials plan.
    b. Area enlargement plans (4).
    c. Grading plan.
    d. Planting plan.
    e. Mainline irrigation layout.
    f. Irrigation water budget and hydro-zones.
    g. Site furnishings, lighting, materials images.
    h. Soils Test
    i. Plant list.
    j. Sections and/or elevations (4).
    k. Design development, key element details.

l. Draft specifications.

3. Attend up to five (5) virtual meetings and one (1) in person meeting with the Client during this phase, if needed.

4. The duration to complete this phase is nine (9) weeks.

B. Construction Documentation

1. Upon the Client's approval of the design development plans and preliminary cost estimate, SWA will develop working drawings and technical sections of specifications to construct the work in one (1) drawing package. Technical sections of specifications shall be prepared in the Construction Specifications Institute (CSI) MasterFormat. The Client shall be responsible for Bidding and Contract Requirements and General Requirements divisions of the specifications.

2. SWA shall prepare working drawings and technical sections of specifications to reasonably conform to applicable codes and regulations of governmental bodies having jurisdiction over the work at the time of preparation.

3. In developing working drawings and technical sections of specifications, SWA shall coordinate its services with those of other consultants and to maintain a construction budget in accordance with the preliminary design estimate of probable construction cost accepted by the Client at the end of the preliminary design phase. Value Engineering (VE) Design Revisions may be included in this phase in response to client direction based on Cost Estimate provided by Construction Manager or Others. When the final estimate of probable construction cost is one hundred ten percent (110%) of the preliminary design budget estimate, or less, the final estimate will be acceptable to the Client.

4. Deliverables:

a. Materials & lighting schedules.

b. Layout plan.

c. Area enlargement plans.

d. Fine grading and drainage plan.

e. Irrigation plan.

f. Irrigation water use calculations, as required.

g. Tree planting plan.

h. Ground plane planting plan.

i. Plant list.

j. Construction, irrigation, & planting details for all landscape elements.

k. Mock-up details.

l. Technical landscape specifications in CSI format.

m. Value Engineering Design Revisions (1 round).

5. Additional drawing packages, if requested by the Client, will be considered Additional Services to be provided for an amount to be agreed upon between the parties in writing.

6. Attend up to ten (10) virtual meetings and two (2) in person meetings with the Client during this phase, if needed.

7. The duration to complete this phase is twelve (12) weeks.

C. Bidding Period

1. Attend a pre-bid meeting.
2. Assistance with bidder inquiries.
3. Services including negotiating proposals, and assistance in awarding and preparing contracts for construction are not included in this fee proposal, however may be provided as Additional Services.
4. Revising drawings to incorporate RFIs to create the construction set.
5. If requested by the Client, SWA shall assist the Client in reviewing and evaluating bids.
6. Deliverables:
    a. Written evaluations of bid proposals.

D. Construction Observation

1. SWA shall make periodic visits to the site, to the extent outlined in Item V. below, to familiarize itself generally with the progress and quality of construction and to determine in general if the construction is proceeding in accordance with SWA's design intent and construction documents. On the basis of its observations while at the site, SWA will keep the Client informed of the progress of construction. SWA may recommend to the Client the rejection of work failing to conform to the contract documents.
2. SWA shall select and pre-tag specimen plant materials that are to be Owner-supplied or proprietarily selected.
3. SWA shall prepare and process change orders with prior approval of the Client.
4. SWA shall endeavor to secure compliance by the contractor to the plans and specifications. SWA shall not be responsible for construction means, methods, techniques, sequences or procedures, or job-site safety, in connection with the work and the Client agrees to hold SWA harmless from and against any and all losses, claims, or damages arising out of or related to contractor's errors or omissions, or failure to carry out the work in accordance with the contract documents.
5. Deliverables:
    a. Site visit reports.
    b. Submittals review.
    c. Review of mock-ups and shop drawings.
    d. Field sketches for clarifications purposes.
    e. Responses to RFI's.
    f. Punch list report.

E. Entitlements, Submittals and Approvals

1. SWA shall assist the Client in filing the appropriate plans and documents which are required to secure the necessary design approvals from the various governmental agencies having jurisdiction over the project, but the Client shall be solely responsible for securing all such approvals.

2. SWA will provide landscape documentation as required for the submittals listed below. For each submittal, SWA will provide one (1) round of revisions responding to agency comments for each submittal. Additional revisions or re-submittals will be provided as additional services.

3. Submittals:

   a. Design Review.

   b. Planning Commission.

   c. Historic Preservation Commission.

   d. Parks, Landscape, Public Works Department.

   e. Building Department.

   f. 50% CD.

   g. 100% CD/Permit.

F. Record Drawings

1. If required by Client, SWA shall prepare record documents at the completion of construction as an additional service. These documents will be based on the Contractor's as-built mark-up documents reflecting the changes made by the contractor during construction. SWA assumes the documentation of as-built conditions as prepared by the general contractor are correct and SWA takes no responsibility for the accuracy of the as built conditions.

2. An electronic version of these files will be delivered to the Owner.

III. DEVELOPMENT BUDGETS

A. Based upon the current level of information on the project, and our understanding of the present concept, we estimate that the approximate budget for construction of items under the above scope of services should be established at $2,800,000. The fee quoted in this proposal is based, in part, upon our understanding of the present concept and this budgetary figure.

B. This budget shall be revised and approved at the completion of Design Development Phase and Construction Documentation Phase.

C. In the event that this budget is reduced or increased by more than 10% between the time of approval of the design development phase and the time of award of a construction contract, cost of modification of drawings and specifications to meet the changed project budget shall be considered Additional Services.

IV. DESIGN APPROVAL

Emily Taub, Assistant City Manager has been designated as the person responsible for design direction to SWA for this project and has the authority for design approval. In the event that the design, as approved by Emily Taub is rejected by others, and re-design is required, such re-design services shall be compensated as Additional Services.

V. MEETINGS AND CONSTRUCTION SITE VISITS

A. This proposal includes Professional Service time for up to three (3) in-person meetings and up to fifteen (15) virtual online meetings for coordination or presentations with the Client, agencies, consultants or the Owner, as outlined above, and:

B. Nine (9) site visit/construction observation meetings, will be provided:

1. Client pre-construction coordination.
2. Pre-construction meeting with contractor.
3. Layout of hardscape elements.
4. Mockup review.
5. Fine grading.
6. Nursery visit.
7. Planting and Irrigation.
8. Punch list/substantial completion (begin establishment period).
9. End of establishment period/final acceptance.

C. Additional meetings or site visits, if required, shall be provided as Additional Services. Travel expenses shall be billed as Reimbursable Costs.

VI. EXCLUSIONS TO SCOPE OF SERVICES

The Client shall provide the following information or services as required for performance of the work. SWA assumes no responsibility for the accuracy of such information or services and shall not be liable for error or omissions therein. Should SWA be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.

1. Topography and boundary surveys.
2. Soils testing and/or engineering.
3. Finish grading provided by the Client's Civil Engineer.
4. Existing site engineering and utility base information.
5. Engineering other than that provided within the Scope of Services.
6. Site environmental studies and documentation.
7. Interior planting design.
8. Waterproofing design.
9. LEED documentation preparation and analyses.
10. Graphic design.
11. Expediting, code, zoning consultant.
12. Fees are based on the use of SWA's standard insurance coverage. Should a project-specific insurance policy be required, SWA will purchase it, and the Client will reimburse SWA for the cost of this policy, in addition to this fee.
13. Any item not specifically addressed in this proposal.

VII. FEES AND TERMS

Services described above shall be provided for the fixed sum of Six-Hundred and Twenty-Nine Thousand and Eight-Hundred ($629,800) Dollars, not including reimbursable expenses and those excluded services, in accordance with the terms and conditions from our contract with you dated January 14, 2026 attached hereto and which is incorporated and made part of this Agreement by reference.

We estimate the following fee breakdown by phase:

Phase	Fee	Meetings	Duration
SWA Prime: Project Administration	$39,510	18	Ongoing
SWA Prime: Design Development	$105,000		9 weeks
SWA Prime: Construction Documentation	$140,000		12 weeks
SWA Prime: Bidding Period	$10,000		4 weeks
SWA Prime: Construction Observation	$105,000	34	24 weeks
WSP (Sub): Civil, Lighting, MEP, Geotech	$165,500		
CMS (Sub): Water Feature Design	$58,400		
All Together (Sub): Comms, Graphics, Signage	$6,390		
Fee Total	$629,800		

We estimate the cost of Reimbursable Costs as identified in Appendix A will not exceed $30,000 without further authorization from the Client.

We would be pleased to answer questions you may have or to clarify the various points above.

If this proposal meets with your approval, please sign below and return one copy for our files.

Sincerely yours,

SWA GROUP



René Bihan, Managing Principle
Contracting Agent
Landscape Architect, CA License #3682
Landscape architects are licensed by the State of California.

Accepted: City of Highland Park

By: _____

Name: _____

Title: _____

Email: _____

Date: _____

RB/dc/bw/jh

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APPENDIX A

Appended to and part of Agreement for Professional Services between SWA Group (SWA) and the City of Highland Park (the Client), dated January 14, 2026.

FEES FOR PROFESSIONAL SERVICES

Services outlined under the Scope of Services shall be provided for the fixed sum stipulated in the Agreement for Professional Services.

REIMBURSABLE COSTS

The following costs shall be reimbursed at cost plus ten percent (10%) and are not included in the Fee for Professional Services:

A. Cost of copies of drawings, specifications, reports and cost estimates; xerography and photographic reproduction of drawings and other documents furnished or prepared in connection with the work of this contract.

B. Cost of commercial carrier and public transportation, lodging, car rental and parking, subsistence and out-of-pocket expenses. Private automobile travel at the IRS-allowable rate at the time of traveling. International flights shall be business class.

C. Cost of postage and shipping expenses other than first class mail.

D. Special renderings, special process printing, special equipment, special printed reports or publications, maps and documents, requested by the Client and approved in writing.

ADDITIONAL SERVICES

Provided SWA has been paid per this agreement, Additional Services may be provided on a time basis computed by the number of hours spend in connection with the referenced project. The following are committed to this project:

Team Member	Classification	Rate / Hour
D. Cunningham	Principal	$231
Ben Waldo	Associate Principal	$182
Sofia Mingo	Associate	$154
Shaun Loomis	Associate Principal	$164
Olivia Pinner	Associate	$145

Other Principals, if used on this project, have rates ranging from $220 to $385 an hour. These rates are applicable for six months from the date of the Agreement for Professional Services, but may be increased subsequently without written notice.

Current staff rates range between $100 and $185.

Additional Services are any services not included within the contract scope and include but are not limited to:

A. Making planning surveys, feasibility studies, and special analyses of the Client's needs to clarify requirements for project programming.

B. Master planning.

C. Site planning.

D. Preparation of technical sections of specifications in other than Construction Specifications Institute (CSI) format.

E. Revisions and changes in drawings, specifications, or other documents when such revisions are inconsistent with

approvals or instructions previously given by the Client; required by the enactment or revision of codes, laws, or regulations subsequent to the preparation of such documents; or the preparation of alternates or deductive change orders requested by the Client.

F. Repackaging or modifications to plans due to changes by other consultants following completion of SWA's 100% construction documents.

G. Plan preparation for and construction observation of portions of a project let on a segregated bid basis or to be phased during construction.

H. Services with respect to replacement of any work damaged during construction.

I. Services required as a result of the default or insolvency of contractor.

J. Preparation of as-built drawings, record drawings or of measured drawings of existing conditions.

K. Providing prolonged construction observation should the construction time be substantially extended through no fault of SWA.

L. Providing services if, in Guaranteed Maximum Price (GMP) projects, the construction budget for SWA scope items is reduced through no fault of SWA.

M. Providing services if, in "fast-track" projects, revisions to design or construction documents are required because of prior construction commitments or changes required in the construction process or phasing outside the control of SWA.

N. Cost of review as to form of lenders documents, certifications and consents to assignment requested of SWA during the term of this Agreement.

O. Fees for additional consultants not included in SWA's Basic Services and retained with the approval of the Client.

P. In-house professional photography or drone photography.

Q. 3D printing.

EXHIBIT A

EXHIBIT A
BASE CONTRACT

CITY OF HIGHLAND PARK
PROFESSIONAL SERVICES AGREEMENT
FOR CONCEPT AND SCHEMATIC DESIGN SERVICES FOR THE PLACE OF REMEMBRANCE

THIS AGREEMENT (***"Agreement"***) is dated as of the 14th day of January, 2026 (***"Effective Date"***) and is by and between the **CITY OF HIGHLAND PARK**, an Illinois home rule municipal corporation (***"City"***), and SWA Group, Inc., a California corporation (***"Consultant"***) (collectively, the ***"Parties"***).

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the City statutory and home rule powers, the Parties agree as follows:

SECTION 1. SCOPE AND PROVISION OF SERVICES.

A. Engagement of the Consultant. The City hereby engages the Consultant to provide all necessary professional consulting services and to perform the work in connection with the project described as follows: create a meaningful and lasting place of remembrance to honor the victims of the 2022 Highland Park shooting and pay tribute to the community's resilient spirit. This place of remembrance will serve as a place of reflection, remembrance and solace for the community and future generations (collectively, the ***"Services"***).

B. Services. The Consultant has submitted to the City a description of the Services, a copy of which is attached as ***Exhibit A*** to this Agreement (***"Scope of Services"***). The Consultant must provide the Services pursuant to the terms and conditions of this Agreement and as described more fully in the Scope of Services.

C. Commencement; Time of Performance. The Consultant will commence the Services immediately upon receipt of written notice from the City that this Agreement has been fully executed by the Parties. The Consultant will diligently and continuously prosecute the Services until the completion of the Services or the termination of this Agreement (***"Time of Performance"***).

D. Reporting. The Consultant will regularly report to the City regarding the progress of the Services during the term of this Agreement.

E. Relationship of the Parties. The Consultant will act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement will be construed to: (i) create the relationship of principal and agent, employer and employee, partners, or joint venturers between the City and the Consultant; or (ii) create any relationship between the City and any subcontractor of the Consultant.

F. Information Releases. The Consultant will not issue any news releases or other public statements regarding the Services without prior approval from the City.

G. Mutual Cooperation. The City will cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with any non-confidential information that the City may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the City in the performance of the Services to complete the Work and with any other the Consultants engaged by the City.

H. Compliance with Laws and Grants.

1. The Consultant will give all notices, pay all fees, and take all other actions that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required or necessary in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq*., and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. The Consultant will also comply with all conditions of any federal, state, or local grant received by City or the Consultant with respect to this Agreement or the Services.

2. The Consultant will be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with the Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part of the Services.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

A. Compensation. The total amount billed by the Consultant for the Services under this Agreement will not exceed $262,500.00 (***"Compensation"***), as outlined in the Scope of Services***,*** plus reimbursable expenses as identified in the Scope of Services, without the prior express written authorization of the City.

B. Invoices and Payment. The Consultant will be paid as provided in the Scope of Services. The Consultant will submit invoices to the City in an approved format for those portions of the Services performed and completed by the Consultant. The City will pay to the Consultant the amount billed in accordance with the Illinois Prompt Payment Act, 50 ILCS 505/1 *et seq.*

C. Records. The Consultant will maintain records showing actual time devoted and costs incurred, and will permit the authorized representative of the City to inspect and audit all data and records of the Consultant for work done under this Agreement. The records required to be made available to the City under this Section 2.C will be made available at reasonable times during the term of this Agreement, and for five years after the termination of this Agreement.

D. Claim in Addition to Compensation. If the Consultant claims a right to additional compensation as a result of action taken by the City, the Consultant must provide written notice to the City of the claim within seven days after occurrence of the action, and no claim for additional compensation will be valid unless made in accordance with this Section 2.D. Any changes in the Compensation will be valid only upon written amendment pursuant to Section 10.A of this Agreement. Regardless of the decision of the City relative to a claim submitted by the Consultant, the Consultant will proceed with all of the Services required to complete the Services under this Agreement as determined by the City without interruption.

E. Taxes, Benefits, Royalties. The Compensation includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, including, without limitation, all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the

use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. The Consultant waives and releases any claim or right to claim additional compensation by reason of the payment of any tax, contribution, premium, costs, royalties, or fees.

F. Completion and Acceptance of Services. The Services, and any phase of the Services, will be considered complete on the date of final written acceptance by the City of the Services or each phase of the Services, as the case may be.

G. Additional Services. The City will not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement (***"Additional Services"***), regardless of whether the Additional Services are requested or directed by the City, except upon the prior written consent of City Manager after approval in accordance with applicable procedures.

H. No Additional Obligation. The City is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant, or with any vendor solicited or recommended by the Consultant.

SECTION 3. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The employees, officials, and personnel of the Consultant described in the Scope of Services (***"Key Project Personnel"***), if any, will be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel may not be changed without the City prior written approval. The Consultant will notify the City as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant will have no claim for damages and may not bill the City for additional time and materials charges as the result of any portion of the Services that must be duplicated or redone due to termination or for any delay or extension of the Time of Performance as a result of any termination, reassigning, or resignation.

B. Availability of Personnel. The Consultant will provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement or in the Scope of Services.

C. Approval and Use of Subcontractors. The Consultant will perform the Services with its own personnel and under the management, supervision, and control of its own organization, unless otherwise approved by the City in writing. All subcontractors and subcontracts used by the Consultant will be acceptable to, and approved in advance by, the City. The City approval of any subcontractor or subcontract will not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract will be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" will be deemed also to refer to all subcontractors of the Consultant, and every subcontract will include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the City, then, immediately upon notice from the City, the Consultant will remove and replace the personnel or subcontractor. The Consultant will have no claim for damages, for compensation in excess of the amount contained in this

Agreement or for a delay or extension of the Time of Performance as a result of any removal or replacement.

SECTION 4. TERM OF AGREEMENT.

A. Term. The term of this Agreement, unless terminated pursuant to the terms of this Agreement, will expire on the date the City determines that all of the Services under this Agreement, including warranty services, are completed. A determination of completion will not constitute a waiver of any rights or claims that the City has, before or after completion, with respect to any breach of this Agreement by the Consultant or any right of indemnification of the City by the Consultant.

B. Termination. Notwithstanding any other provision hereof, the City may terminate this Agreement, at any time and for any reason, upon seven days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant will be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in the Scope of Services.

SECTION 5. CONFIDENTIAL INFORMATION; OWNERSHIP OF WORK PRODUCT AND DOCUMENTS.

A. Confidential Information. In the performance of this Agreement, the Consultant may have access to or receive certain information in the possession of the City that is not generally known to members of the public (***"Confidential Information"***). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kin, financial information, health records and information, maps, and all other information of a personal nature. The Consultant must not use or disclose any Confidential Information without the prior written consent of the City. If the Consultant has any doubt about the confidentiality of any information, then the Consultant must seek a determination from the City regarding the confidentiality of the information. The Consultant and all of its personnel and subcontractors must make and apply all safeguards necessary to prevent the improper use or disclosure of any Confidential Information. At the expiration or termination of this Agreement, the Consultant must promptly cease using, and must return or destroy (and certify in writing destruction of), all Confidential Information, including all copies, whether physical or in any other form, in its possession. The Consultant may not transfer to, store in, or otherwise allow work product containing Confidential Information to be located in any location, whether physical or digital, not under the control of the Consultant. If the Consultant is required, by any government authority or court of competent jurisdiction, to disclose any Confidential information, the Consultant must immediately give notice to the City with the understanding that the City will have the opportunity to contest the process by any means available to it prior to submission of any documents to a court or other third party. The Consultant must cause all of its personnel and subcontractors to undertake and abide by the same obligations regarding Confidential Information as the Consultant.

B. Ownership. The Consultant agrees that, contingent on payment of all undisputed fees owed to Consultant under this Agreement, all work product, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement will be and remain the exclusive property of the City. At the City request, or upon termination of this Agreement, the Consultant will cause the work product to be promptly delivered to the City. The Consultant agrees that, to the extent permitted by law, any and all work product will exclusively be deemed "works for hire" within the meaning and purview of the United States

Copyright Act, 17 U.S.C. § 101 et seq subject to the terms of this Agreement. To the extent any work product does not qualify as a "work for hire," the Consultant irrevocably grants, assigns, and transfers to the City all right, title, and interest in and to the work product in all media throughout the world in perpetuity and all intellectual property rights therein, free and clear of any liens, claims, or other encumbrances, to the fullest extent permitted by law. All intellectual property, Confidential Information, and work product will at all times be and remain the property of the City. The Consultant will execute all documents and perform all acts that the City may request in order to assist the City in perfecting or protecting its rights in and to the work product and all intellectual property rights relating to the work product. All of the foregoing items will be delivered to the City upon demand at any time and in any event, will be promptly delivered to the City upon expiration or termination of this Agreement within three days after a demand. In addition, the Consultant will return the City data in the format requested by the City. If any of the above items are lost or damaged while in the Consultant's possession, those items will be restored or replaced at the Consultant's expense.

C. Freedom of Information Act and Local Records Act. The Consultant acknowledges that this Agreement, all documents submitted to the City related to this Agreement, and records in the possession of the Consultant related to this Agreement or the Services may be a matter of public record and may be subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq*., and any other comparable state or federal laws now existing or adopted later (collectively, the ***"Disclosure Laws"***). In the event that the City requests records from the Consultant, the Consultant shall promptly cooperate with the City to enable the City to meet all of its obligations under the applicable Disclosure Law. The Consultant acknowledges and agrees that the determination as to whether information in the records is exempt from disclosure or should be released to the public will be made by the City in its sole and absolute discretion.

D. Injunctive Relief. In the event of a breach or threatened breach of this Section 5, the City may suffer irreparable injury not compensable by money damages and would not have an adequate remedy at law. Accordingly, the Consultant agrees that the City will be entitled to seek immediate injunctive relief to prevent or curtail any breach, threatened or actual. The rights provided under this Section 5.D are in addition and without prejudice to any rights that the City may have in equity, by law or statute. The Consultant will fully cooperate with the City in identifying the scope of any improper use or dissemination of data protected by this Section 5 and will assist the City in any notification efforts required by law.

SECTION 6. STANDARD OF CARE.

The Consultant represents that the Services will be performed in accordance with the standards of professional practice, care, skill, and diligence practiced by recognized consulting firms or licensed and accredited professionals in performing services of a similar nature. This warranty is in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are reserved unto the City. Any of the Services required by law or by this Agreement to be performed by licensed professionals will be performed by professionals licensed by the State of Illinois to practice in the applicable professional discipline.

SECTION 7. CONSULTANT REPRESENTATIONS.

A. Ability to Perform. The Consultant represents that it is financially solvent, has the necessary financial resources, has sufficient experience and competence, and has the necessary capital, facilities, organization, and staff necessary to provide, perform, and complete the Services

in accordance with this Agreement and in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

B. Authorization. The execution, delivery and performance by the Consultant of this Agreement has been duly authorized by all necessary corporate action, and does not and will not violate its organizational documents, as amended and supplemented, any of the applicable requirements of law, or constitute a breach of or default under, or require any consent under, any agreement, instrument, or document to which the Consultant is now a party or by which the Consultant is now or may become bound.

C. Company Background. The information disclosed by the Consultant regarding its corporate structure, financial condition, expertise, and experience is true and correct. The Consultant will promptly notify City in writing of any material change to or about the Consultant, including without limitation to change in ownership or control, and any change will be subject to City approval which will not be unreasonably withheld.

D. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no City employee, official, or agent has an interest in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

E. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 *et seq. The Consultant* represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the City prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant will be liable to the City for all loss or damage that the City may suffer, and this Agreement will, at the City option, be null and void.

F. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

G. No Default. The Consultant is not in arrears to the City under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed the City in writing.

H. No Legal Actions Preventing Performance. As of the Effective Date, the Consultant has no knowledge of any action, suit, proceeding, claim or investigation pending or to its knowledge threatened against the Consultant in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality,

domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect the Consultant's ability to perform its obligation under this Agreement.

I. Patriot Act Compliance. The Consultant represents and warrants to the City that neither the Consultant nor any of its principals, shareholders, or other employees or officials (collectively ***"Personnel"***) is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants that the Consultant and its Personnel are not directly or indirectly engaged in or facilitating transactions related to this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant must, and will, defend, indemnify, and hold harmless the City and its officials, officers, authorities, and all City elected or appointed officials, officers, employees, agents, representatives, and attorneys from and against every claim, damage, loss, risk, liability, and expense (including attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this Section 7.I.

SECTION 8. INDEMNIFICATION; INSURANCE; NO PERSONAL LIABILITY.

A. Indemnification.

1. The Consultant agrees to, and does hereby, hold harmless and indemnify the City and all City elected or appointed officials, officers, and employees, from any and all claims, suits, actions, judgments, orders, demands, losses, damages, and liability of whatsoever nature, and reasonable costs and expenses caused by, resulting from, arising out of the acts errors or omissions of the Consultant, its employees and its consultants in the performance of, or failure to perform, the Services under this Agreement; provided, however, that this indemnity does not, and will not, apply to willful misconduct or gross negligence on the part of the City.

2. In light of the limited ability of the Consultant to affect the risks inherent in the Services and of the disparity between Consultant's fee and the potential liability for problems with the Services, to the greatest extent permitted by law, Consultant's liability to the City for any claim or cause of action based on breach of contract, indemnity, negligence or any other theory of liability shall be limited to the fee received for Consultant's services or the amount of available and applicable insurance at the time of any settlement, judgment, or award, whichever is greater.

B. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant will provide certificates of insurance, all with coverages and limits as required herein to be acceptable to the City, and the Consultant must provide certificates of insurance and endorsements as required herein to be acceptable to the City and including the limits set forth in **Exhibit B** to this Agreement. For good cause shown by the Consultant, the City may extend the time for submission of the required certificates and endorsements and may impose deadlines or other terms to assure compliance with this Section 8.B. Each certificate and endorsement must be in a standard ISO form or carrier equivalent to be acceptable to the City and from a company with a general rating of A minus, and a financial size category of Class VIII or better, in Best's Insurance Guide. Each insurance policy must provide that no cancellation of any insurance will become effective until the expiration of 30 days after written notice of the cancellation will have been given by the insurance company to the City (10 days' written notice in the event of cancelation due to the Consultant's non-payment of premium). The Consultant must maintain and keep in force, at all times during the term of this Agreement and at the Consultant's expense, the insurance coverage provided in this Section 8.B and **Exhibit B**, including without limitation at all

times while correcting any failure to meet the warranty requirements of Section 6 of this Agreement.

C. No Personal Liability. No elected or appointed official, or employee of the City will be personally liable, in law or in contract, to the Consultant as the result of the execution and performance of this Agreement.

SECTION 9. DEFAULT.

A. Default. If the City determines that the Consultant has failed or refused to properly undertake the Services with diligence, or has delayed in the undertaking of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement (***"Event of Default"***), and fails to cure any the Event of Default within ten days after the Consultant's receipt of written notice of the Event of Default from the City, then the City will have the right, notwithstanding the availability of other remedies provided by law or equity, to pursue any one or more of the remedies provided for under Section 9.B of this Agreement.

B. Remedies. In case of any Event of Default, the City may pursue the following remedies:

1. Cure by the Consultant**.** The City may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement;

2. Termination of Agreement. The City may terminate this Agreement and, notwithstanding anything in Section 3.C. of this Agreement, the City will not have any liability for further payment of amounts due or to become due under this Agreement;

3. Withholding of Payment**.** The City may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the City as the result of any Event of Default by the Consultant or as a result of actions taken by the City in response to any Event of Default by the Consultant.

SECTION 10. GENERAL PROVISIONS.

A. Amendment. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. Neither Party may assign their rights or obligations under this Agreement without the prior written consent of the other party.

C. City Actions, Consents, and Approvals. Any action, consent, or approval needed to be taken or given under this Agreement by the City may only be performed by the City Manager or their designee, to the extent provided for by law.

D. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

E. Notice. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 10.E, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

Notices to the City will be addressed to, and delivered at, the following address:

City of Highland Park
1707 St. Johns Avenue
Highland Park, Illinois 60035
Attention: Emily Taub, Assistant City Manager
E-mail: etaub@cityhpil.com

With a copy to:

Elrod Friedman LLP
325 N. LaSalle Street, Suite 450
Chicago, Illinois 60654
Attention: Steven M. Elrod, Corporation Counsel
E-mail: steven.elrod@elrodfriedman.com

Notices to the Consultant will be addressed to, and delivered at, the following address:

SWA Group
530 Bush St, 6th Floor
San Francisco, CA 94108
Attention: Daniel Cunningham, Principal
Email: dcunningham@swagroup.com

F. Third Party Beneficiary. The provisions of this Agreement are and will be for the benefit of the Consultant and City only and are not for the benefit of any third party, and accordingly, no third party shall have the right to enforce the provisions of this Agreement. The City will not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the City, without the knowledge and approval of the Corporate Authorities.

G. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the City will have the right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated, or (ii) the entire agreement shall be invalid, void, and unenforceable.

H. Time of the Essence. Time is of the essence in the performance of this Agreement.

I. Governing Laws. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

J. Venue. Exclusive jurisdiction with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement will be in the Circuit Court of Lake County, Illinois or, where applicable, in the federal court for the Northern District of Illinois. The Parties waive their respective right to transfer or change the venue of any litigation filed in the Circuit Court of Lake County, Illinois.

K. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the City and the Consultant with respect to the Scope of Services and the Services.

L. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

M. Exhibits. Exhibits A and **B** attached to this Agreement are, incorporated in and made a part of this Agreement. In the event of a conflict between any Exhibit and the text of this Agreement, the text of this Agreement will control.

N. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

O. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent must be in writing.

P. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted the various provisions of this Agreement. Every provision of this Agreement will be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. Any rule or construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

Q. Survival. The provisions of Sections 2.C, 5, and 8 will survive the termination or expiration of the Agreement.

R. Calendar Days; Calculation of Time Periods. Unless otherwise specific in this Agreement, any reference to days in this Agreement will be construed to be calendar days. Unless otherwise specified, in computing any period of time described in this Agreement, the day of the act or event on which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless the last day is a Saturday, Sunday or legal holiday under the laws of the State in which the Property is located, in which event the period

shall run until the end of the next day which is neither a Saturday, Sunday or legal holiday. The final day of any period will be deemed to end at 5:00 p.m., Central time.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, is deemed to be an original, but all of which together will constitute one and the same instrument.

ATTEST:

By: _____ 1/14/2026
City Clerk

CITY OF HIGHLAND PARK

By: _____
City Manager

ATTEST:

By: _____

Title: _____

CONSULTANT

By: _____ 1.15.2026
Rene Bihan

Its: Managing Principal

APPROVED AS TO FORM ONLY
HMP
CORPORATION COUNSEL

EXHIBIT B

INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with the below limits:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-each occurrence

$500,000 disease-each employee

$500,000 disease-policy limit

Insurance will evidence that coverage applies in the State of Illinois.

B. Commercial Auto Liability with a limit of liability for bodily injury and property damage of not less than $1,000,000 each accident for vehicles owned (if any), non-owned, or rented.

All employees will be included as insureds.

C. Commercial General Liability with coverage written on an "occurrence" basis and with the below limits:

$2,000,000 Bodily Injury and Property Damage Each Occurrence and General Aggregate

Coverage is to be written on an "occurrence" basis.

Coverages will include:

- Broad Form Property Damage Endorsement
- Contractual Liability pursuant to standard ISO form CG 00 01 or carrier equivalent

D. Professional Liability Insurance. With a limit of liability of $1,000,000 per claim and $2,000,000 in the aggregate and covering the Consultant against all sums that the Consultant may be obligated to pay on account of any liability arising out of negligent acts, errors, or omissions in Consultant's performance of professional services under this Agreement.

E. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis so that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover the loss.

F. Owner as Additional Insured. City will be named as an Additional Insured on all policies except for:

Worker's Compensation/Employers' Liability

Professional Liability

Each additional Insured endorsement will identify City as follows: City of Highland Park including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, the Consultants, and representatives.

G. Other Parties as Additional Insureds. In addition to City, the following parties will be named as additional insured on the following policies:

Additional Insured	Policy or Policies
_____	_____
_____	_____
_____	_____

EXHIBIT C.1
WSP Proposal

June 22nd , 2026

Ben Waldo, PLA, ASLA, LAI

Associate

Principal SWA

Re: Highland Park Place of Remembrance

Revision: DRAFT - 02

Dear Ben:

WSP USA Buildings INC. (WSP) respectfully submits this proposal to provide professional engineering services as described below. We are excited to support the design of this memorial.

I. PROJECT SCOPE

WSP understands that there will be two phases within the overall design process. Phase One will be used to define the design intent and focus the design efforts of phase two. WSP will provide engineering support related to Civil/drainage, MEP/FP, AV/IT/Security, Structural, and lighting for Phased One. The design information in Phase One (Schematic Design) will be used to define the scope and fee for Phase Two consisting of Design Development, Construction Documentation, and Permitting phases.

II. SCOPE OF SERVICES

A. PHASE 1 – SCHEMATIC DESIGN

1. Services: WSP will provide engineer support services to develop the schematic design for SMEP/FP, AV/IT/Sec and Site Civil engineering services.
    a. Participate in design team web conference
    b. Provide feedback on design concepts to SWA resulting in a narrative and diagrams describing topography and drainage in coordination with SWA for pricing purposes.
    c. Coordinate power requirements based on program description defined by SWA.
    d. Develop and coordinate schematic design concepts for site lighting – this includes concepts sketches using photoshop or equal for visualization purposes. Photometrics are excluded at this phase. Backgrounds provided by SWA. WSP will power fixtures as needed within electrical and civil scope.
    e. Provide narrative and diagrams describing the MEP services to support the proposed water feature.
    f. Procure subconsultants to preform Alta/Topographic/Boundary Survey and Percolation Test for the site.
    g. Procure subconsultants to perform Geotechnical study of the site. The scope and cost of this survey will be informed by the proposed water feature location and its associated vault.

h. Coordinate planting depth and location of detention areas on site as needed.

i. Coordinate irrigation support for pumps and power as defined by irrigation specialist/SWA.

j. WSP will coordinate and subcontract ALTA/Topographic/Boundary surveys and geotechnical investigation.

B. PHASED 2 - DESIGN DEVELOPMENT

1. Services: WSP will provide engineer support services to develop the design development for MEP and Site Civil engineering services

   a. Participate in design team web conference calls as weekly.

   b. Participate in client meetings bimonthly.

   c. Coordinate electrical service needs and distribution across the site to support the park activities including outlets, lighting, irrigation pumps and associated low voltage equipment.

   d. WSP will host two lighting design workshops with design teams to support the coordination and selection of exterior lighting elements and fixtures. This will include coordination with Dark Sky design requirements and includes two photometric models.

   e. Coordinate site drainage and site topography coordinate with the design team to inform site civil drawings. Coordinate with the site wade storm water management strategy and retention tanks located on site.

   f. Support Value Engineering phase based on costing information provided by others.

2. Deliverables:

   a. Expand and update Schematic Design, Basis of Design document to capture design decisions during DD. This will be submitted at 50% Design Development. Subsequent development will be captured on drawings and specifications only.

   b. Provide 50% and 100% design development drawings and outline specifications for Lighting, MEP and Civil sets and sections. Drawings will be submitted as PDFs with supporting Revit and AutoCAD Civil files.

C. CONSTRUCTION DOCUMENTS

1. Services: WSP will provide engineering services to advance the Design Development for Lighting, MEP and Site Civil engineering services to CD level.

   a. Participate in design team web conference calls.

   b. Participate in client meetings bimonthly (web conference)

   c. Participate in two in person page turn sessions with the design team at major milestones.

   d. WSP will host two lighting workshops to finalize and coordinate final fixture sections, locations, and controls.

   e. WSP will coordinate lighting fixture locations, types, and controls with SWA and WSP electrical teams. The lighting fixtures will be scheduled and located on Electrical drawings. Mounting details will reside in Landscape drawings.

   f. Documentation and specification of site drainage and site topography as per Landscape design. Coordinate with streetscape design of the overall Gration Innovation district where applicable.

g. Coordinate with the site wide storm water management strategy and retention tanks located on site where applicable.

2. Deliverables:

a. Provide 50% and 100% Construction Documentation drawings and specifications for Lighting, MEP, and civil sets. Drawings will be submitted as PDFs with supporting Revit and AutoCAD Civil files. PDF drawing files will be stamped by Illinois PE for permitting.

b. Respond to Permit comments from the city of Highland Park and support the permit process.

D. CONSTRUCTION ADMINISTRATION

1. Services: WSP will provide engineering services to During Construction covering Lighting, MEP and Site Civil engineering services to CD level.

a. Monthly site visits with written reports. These site visits will be carried out by one WSP representative from the Chicago office.

b. Review and respond to RFI's and submittal withing 10 working days of receipt.

c. Oversee lighting aiming during one nighttime site visit.

d. Conduct two punch list and close out walk throughs.

III. EXCLUSIONS:

A. Construction administration and bid review support. WSP can provide this as an additional service upon request.

B. Demolition services and related environmental engineering.

C. Mobility and accessibility planning and studies. WSP can provide this as an additional service upon request.

D. Irrigation design. It is understood this will be provide by others including pump and UV light specifications to define power requirements.

E. LEED certification, documentation, consulting and support. WSP can provide this as an additional service upon request.

F. Water feature design – this is assumed to be provided by others under sperate contract.

G. Playground and exercise equipment – this is assumed to be provided by others under sperate contract

IV. ADDITIONAL SERVICES AVALABLE UPON REQUEST.

A. Solar (Radiance) and wind (CFD) modeling for thermal comfort and pedestrian safety studies.

B. Photometric modeling for permitting approvals. WSP will perform photometric modeling for design purposes as part of the base scope of service. If additional photometric modeling is needed for review and approval by Highland Park as part of the permitting process, this will be done as an additional service.

C. Traffic and pedestrian flow modeling

D. LEED consulting

E. Acoustic monitoring and modeling

V. COMPENSATION

A. BASIC SERVICES

Compensation for the services identified above shall be on a lump sum basis as follows and in accordance with the terms in this document:

	Civil Engineering		Lighting Design		MEP
	WSP		WSP		WSP
Phase 2 DD	$20,000		$20,000		$5,000
Phase 2 CD	$30,000		$25,000		$7,500
Phase 2 CA	$20,000		$20,000		$3,000
Sub TOTAL	$70,000 ~~$95,000~~		$65,000		$15,500
Geotech estimate	$15,000				
TOTAL	$85,000 ~~$125,000~~		$65,000		$15,500

WSP Phase 2 Total (All Scope): $165,500

B. HOURLY RATES

Below is our hourly-rate billing schedule, effective through December 31, 2025:

Classification	Hourly Billing Rate (US$)
Executive Vice President	$ 350
Senior Vice President	$ 310
Vice President	$ 250
Senior Associate	$ 235
Associate / Senior Engineer	$ 210
Engineer	$ 180
Design Engineer / Designer	$ 155
BIM Specialist / Manager	$ 210
BIM Operator	$ 130
Tech / Admin	$ 125

C. REIMBURSABLE EXPENSES

Travel including milage, pre-approved air travel, hotel, and lodging will be reimbursed.

VI. CLOSING

WSP USA Buildings, Inc. appreciates the opportunity to work with SWA on this project. If you have any questions regarding this proposal, please do not hesitate to call. If the terms of this proposal is satisfactory, please indicate your acceptance of such by sending a contract or signing and returning one copy to our office as soon as possible so that we may proceed with the work.

Sincerely,

Matt Herman
Senior Vice President

06/22/2026
Date

AUTHORIZED BY:

SWA

Name

Date

EXHIBIT C.2
CMS Proposal

cms collaborative
water feature consultants

Proposal for Highland Park Place of Remembrance

12 June 2026

CMS Collaborative, Inc. (CMS) is pleased to provide the following Scope of Services and Fee Proposal to Ben Waldo of SWA Group for the Highland Park Place of Remembrance in Highland Park, IL. The proposed Scope and Fee are based on information gathered from a video call on 4 June 2026.

A. SCOPE OF WORK

1. The water feature display elements are described as follows:
    a. Main feature: An oval-shaped feature where water is supplied at vertex and flows equally downslope along each half and towards a pool at the opposing vertex. The water effect on each side may be a textured stream or series of cascading pools approximately 18 inches wide. The oval shape is approximately 95 feet long by 45 feet wide.
    b. Accessory feature: A round reflecting pool approximately 18 feet in diameter.
2. The equipment space and reservoir are described as follows:
    a. A subterranean equipment vault approximately 112-192 square feet depending on level of automated water treatment and if the two display elements described above are separate or combined hydraulic systems.
    b. An approximately 80 square-foot subterranean water storage reservoir may be required.
3. Pool (underwater) lighting is not anticipated at this point but may be included as the design progresses. Underwater lighting may be utilized to up-light jets or falls. Fixtures could utilize white or RGBW LEDs.

B. SCOPE OF SERVICES

1. Number of submissions: This proposal allows for up to five formal submissions. A formal submission is defined as one that is issued to entities outside of the design team for review.
2. Design Development services (DD):
    a. CMS will offer information and coordination with respect to:
        (1) Technical feasibility.
        (2) Suitability to the site.
        (3) Equipment space location, access, and sizing.
        (4) Visibility, splash, and sound characteristics of the water features.
        (5) Critical dimensions, profiles, colors, and finishes for the water features, and architectural elements as required.
        (6) Lighting schemes as appropriate.
        (7) Installation, maintenance, and operation considerations.
    b. CMS will prepare documents containing sufficient information to estimate water feature plumbing and electrical system costs and to assist with coordination. Work provided will include the following:

(1) Plumbing drawings:

(a) Equipment space layout plans.
(b) Schematic piping diagrams.
(c) Water feature fitting location plans.

(2) Electrical drawings:

(a) Single line power diagrams.
(b) Underwater lighting layout (if applicable).

(3) Fountain Plumbing and Fountain Electrical Specification sections if required for this phase.

c. CMS will provide a letter to be distributed to the design team which outlines items requiring coordination with other disciplines. These items include:

(1) Water supply requirements.
(2) Sewer connections.
(3) Electrical feeder requirements.
(4) Coordination of BMS connections as required.
(5) Reservoir considerations.
(6) Ventilation requirements.

d. CMS will participate in conference calls or web meetings as requested during this phase.

3. Construction Document services (CD):

a. CMS will prepare documents containing sufficient information to bid and construct the water feature plumbing and electrical systems. Work provided will include the following:

(1) Plumbing drawings:

(a) Site pipe routing and fitting layouts.
(b) Equipment space layout plans.
(c) Schematic piping diagrams.
(d) Details for water feature fittings and equipment space sub-assemblies.

(2) Electrical drawings:

(a) Water feature site electrical plans.
(b) Equipment space power and control plan.
(c) Equipment space lighting and receptacle plan.
(d) Single line power diagram.
(e) Electrical equipment elevation.
(f) Underwater lighting plans (if applicable).
(g) Details for underwater lighting equipment (if applicable).

(3) Fountain Plumbing and Fountain Electrical Specification sections.

b. CMS will participate in conference calls or web meetings as requested during this phase.
c. Bidding Phase Assistance:

(1) CMS will respond to bidders' questions and/or concerns regarding design, equipment, and materials specified under CMS' Scope of Work.

(2) CMS will assist with the evaluation of bidders and prices.

4. Construction Administration services (CA):

   a. CMS will review submittals by the plumbing and electrical contractors for conformance with the Construction Documents.
   b. CMS will assist, as requested, with RFIs and clarification of the Construction Documents.
   c. CMS will conduct a one-day intermediate review of construction and provide a punch-list report.
   d. CMS will conduct a one to two-day final review of construction and provide a punch-list report. At the time of the final review, CMS will assist with adjustments and troubleshooting of the water features.
   e. CMS will participate in conference calls, web meetings, or virtual construction progress reviews as requested during this phase.

C. SERVICES NOT INCLUDED

1. Architectural/structural design: The proposed Scope of Services does not include the documentation or specification of the structures, structural or seismic pipe bracing, waterproofing, materials, or finishes.
2. Structural documentation: The proposed Scope of Services does not include structural documentation or specifications of the water feature equipment vault or reservoir. If the vaults are of cast-in-place concrete construction, they will require structural design. If the vaults are pre-cast or fiberglass-reinforced plastic they will still require structural design of subgrade work and anchoring systems.
3. Revit/BIM 3D documentation: Drawings will be produced in 2D with AutoCAD.
4. Design Changes: Changes which result in increased complexity or changes requiring rework once the design process has begun may be considered an extra service.
5. Office or extra site visits: The proposed Scope of Services includes a maximum of two site visits during the Construction Administration Phase. Additional visits will be considered an extra service.
6. Mock-up testing: The proposed Scope of Services does not include mock-up testing, or time and expenses associated with designing or evaluating testing.
7. Itemized construction budgets: The proposed construction budget includes lump sum estimates (see Section E below), however itemized cost estimates are not included in this scope.
8. Utility services or extensions: The proposed Scope of Services is based on receiving points of connection for water, sewer, and electrical services at the equipment space. Coordination of

these services with the serving utility or extension of these services to remote points of connection is not included.

9. As-built drawings: The proposed Scope of Services does not include production or review of as-built or record drawings.

D. EXTRA SERVICES

1. CMS will identify services not included in the proposed Scope of Work when they are requested. CMS will advise Client's office of the impact on CMS' work and propose an increase to the proposed fee amount before any work is undertaken.
2. Extra services will be provided on an hourly basis at billing rates listed in Paragraph F.4 below, or current hourly rates prevailing when the services are rendered.
3. Reimbursable expenses associated with extra services will be billed at direct cost.

E. CONSTRUCTION BUDGET

1. Budget estimates below are for the purpose of assisting with initial overall project budgets. There are substantial differences in cost accruing to variables in site conditions, bidding climate, negotiating circumstances, labor rates, and equipment costs from one region to another. In instances where precise budgeting is critical to the project, CMS recommends a professional cost consultant be retained.
2. The following initial estimates represent plumbing and electrical sub-contract amounts:

   a. Plumbing..... $350,000 - $550,000
   b. Electrical power and controls ..... $70,000 - $110,000
   c. Underwater lighting ..... $0 - $50,000
   d. Total estimated M/E cost ..... **$420,000 - $710,000**

   e. Equipment vault (estimate for reference) ..... $75,000 - $140,000
   f. Reservoir vault (estimate for reference) ..... $65,000 - $80,000

F. FEES

1. Based upon the complexity of the project, projected travel requirements, and the amount of documentation anticipated, CMS will provide the services described in Section B above for the lump sum fees listed below:

   a. Design Development services (DD) $14,700
   b. Construction Documentation services (CD) $21,600
   c. Construction Administration services (CA) $22,100
   d. Total proposed fee **$58,400**

2. Billing for services will be lump sum, billed monthly on a percentage of completion-basis for the relevant phase.
3. Billing for authorized extra services will be at the current hourly rates prevailing when the services are rendered.

4. Billing rates effective through 31 December 2026:

President	$165.00/hr.
Project Manager	$130.00/hr.
Senior Designer	$125.00/hr.
Designer	$90.00/hr.

5. Reimbursable expenses **are not included** in the service fees listed above. They are estimated at **approximately $4,000** and will be billed at direct cost. These items include, but are not limited to airfare, ground transportation, lodging, meals, and other living expenses associated with out-of-town travel.

6. Travel:

   a. Travel time will be billed portal to portal.
   b. Flights will be booked fully refundable premium economy class.
   c. Automobile mileage will be billed at the Internal Revenue Service mileage rate in effect at the time of travel (Currently $0.725/mile).

G. SCHEDULE

1. CMS can provide the Construction Document package within the anticipated schedule of July through December 2026.

   a. Significant time extensions or periods where the project is put on hold after beginning design work may necessitate an extra service.

2. Shop drawings and RFIs are normally addressed within 1 week.

3. Office and site visits can normally be accommodated within 2 weeks after they are requested.

H. INSURANCE

1. CMS currently maintains the following project-related insurance:

   a. General liability in the amount of $1,000,000 per occurrence and $2,000,000 in aggregate.
   b. Professional liability in the amount of $1,000,000 per claim and $2,000,000 in aggregate.
   c. Umbrella liability in the amount of $5,000,000 per claim and $5,000,000 in aggregate.

2. Certificates of insurance will be provided upon request.

I. DURATION OF PROPOSAL

1. This proposal is valid for 90 days from date of origin.

GEOGRAPHIC INFORMATION SYSTEMS TECHNOLOGY RIDER

The City has developed digital map information through Geographic Information Systems Technology (***"GIS Data"***) concerning the real property located within the City. If requested to do so by the Consultant, the City agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. **Limited Access to GIS Data.** The GIS Data provided by the City will be limited to the scope of the Work that the Consultant is to provide for the City;

2. **Purpose of GIS Data. The Consultant** will limit its use of the GIS Data to its intended purpose of furtherance of the Work; and

3. **Agreement with Respect to GIS Data.**

a. **Trade Secrets of the City.** The GIS Data constitutes proprietary materials and trade secrets of the City and is the property of the City;

b. **Consent of City Required.** The Consultant may not provide or make available the GIS Data in any form to anyone without the prior written consent of the City.

c. **Supply to City.** At the request of the City, the Consultant will provide the City with all information that has been developed by the Consultant based on the GIS Data;

d. **No Guarantee of Accuracy.** The City makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use of the GIS Data; and

e. **Discontinuation of Use.** At the time as the Services have been completed to the satisfaction of the City, the Consultant will cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the City will be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.

All Together.

EXHIBIT C.3
All Together Proposal

PROPOSAL

Highland Park Place of Remembrance | Rose Garden Signage

PREPARED FOR
SWA Group/ City of Highland Park

DATE
June 22, 2026

PROJECT APPROACH

All Together has been privileged to hear from next of kin, survivors, first responders, and the community of people who have asked for a place of remembrance, space to reflect, and a way to honor our shared resilience. Our work now is to carry all of that into words that will forever represent this space and the Highland Park Community. We'll develop signs that welcome people into the space, acknowledge the lives taken, honor those who forever changed, and speak to the resilience of this community. We'll develop those words carefully, in English and Spanish, through a process that keeps the people most affected close to every decision.

SCOPE OF WORK

Task 1: Project Alignment
All Together will work with SWA Group and the City of Highland Park to confirm signage locations, spacing/character limits, internal and external review process, and project timeline.

Task 2: Content Outline
All Together will create a content outline for each piece that includes the sign location, character limits, and key content points.

Task 3: Draft Review
All Together will develop drafts of written content for internal and external review, within the process listed below: Draft 1 will be written for internal review by SWA Group and the City of Highland Park. All Together will refine the first draft and prepare Draft 2 for internal review by SWA Group and City of Highland Park, and external review by Tier 1 and/or Historic Preservation Commission.

Task 4: External Review
All Together will work with the City of Highland to develop an External Draft of Signage for Review by Tier 1 Stakeholders and/or Historic Preservation Commission, and prepare an email and direct mail letter for communication.

Draft Signage will be available for review in English and Spanish. Stakeholders will have two weeks to submit feedback. Feedback will be received via email or an unlisted, private online/print survey.

Task 5: Prepare Final Deliverables
Once feedback has been received from external stakeholders, All Together will refine and deliver the final content pieces in English and Spanish.

Final Deliverables

- Opening/Welcome Sign - How to move through the space
- Statement of Resiliency/Acknowledgment of Community
- Acknowledgment of First Responders
- Acknowledgment of Present & Injured, Next of Kin
- Acknowledgment of Lives Taken/ Names of Victims
- Historic Place Acknowledgment

All Together.

BUDGET

	Staff Hours		
Task	**Principal**	**Project Manager**	**Associate**
Client & Internal Meetings	2	4	2
Task 1: Project Alignment	1	2	2
Task 2: Content Outline	1	3	3
Task 3: Draft Review	0	4	0
Task 4: External Review	1	5	4
Task 4: Prepare Final Deliverables	1	4	2
Total Professional Hours	**6**	**22**	**13**
Subtotal Professional Fee	**$1,200**	**$3,630**	**$1,560**
Total Professional Fee	**$6,390**		

	Hourly Rate
Principal	**$200**
Project Manager	**$165**
Associate	**$120**

TIMELINE

All Together anticipates kicking off in June 2026 and working with SWA and the City of Highland Park to refine the timeline to meet the design deadline.

CONTRACT TERMS

Invoicing: The total professional fee is $6,390.00. The project will be invoiced for 50% at contract signing and 50% upon completion of tasks. Payment is due within 30 days of each invoice.

Compliance with Laws: All Together shall give notices and comply with laws, ordinances, rules, regulations, and orders of all public authorities applicable to these services and shall comply with all federal, state, and local tax laws and social security, unemployment compensation, and workers' compensation acts applicable to the performance of these services.

Equal Opportunity: Each party represents that it is an equal opportunity employer and will operate to comply with all applicable federal, state, and local laws relating to equal employment opportunities, and if required, with the rules or regulations enforced by the Office of Federal Contract Compliance or any similar federal or state agency monitoring employment practices or government contracts.

Conflicts of Interest: All Together certifies that no employee or officer of any agency with an interest in the Agreement has any pecuniary interest in the business of the Client or this Agreement, nor does any employee or officer have an interest that would conflict in any manner or degree with the Consultant's performance of this Agreement.

Entire Agreement: This Agreement contains the full understanding of the parties with respect to the subject matter hereof, and it supersedes all prior proposals, agreements, memoranda, statements, and representations, written or oral, between the parties.

Please indicate acceptance of this agreement by signing one copy and emailing it to mschulz@alltogetherstudio.com. All Together will begin work after receiving written authorization to proceed via email.

Marisa Schulz
Principal
All Together
6.22.2026

Signature

Printed Name

Title

Date

swa

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Shuyi Chang
Richard Crockett
Daniel Cunningham
Ning Deng
Marco Esposito
Ying-Yu Hung
Bill Hynes
Jeremy Klemic
Abdallah Labib
Hui-Li Lee
Jim Lee
Steven T Lee
Margaret Leonard
Chih-Wei Lin
John Loomis
Scott McCready
Sean O'Malley
Tim Peterson
Haifeng Ren
Rhett Rentrop
Michael Robinson
Joe Runco
Stephen Rydzon
Todd Strawn
David P Thompson
James Vick
Jana Wehby
John L Wong
Jack Wu
Shuntaro Yahiro
Ji Hyun Yoo
Peiwen Yu
Yang Zhang
Xiao Zheng

May 12, 2026

City of Highland Park
1707 St Johns Ave
Highland Park, IL 60035

Attention:
Subject: Highland Park Place of Remembrance – Engagement Phase 2
HDKT601.A

Dear Ms. Taub,

This letter is in response to your request to Ben Waldo on April 14 for SWA Group to provide Additional Services on the subject project. The scope of these services will be:

- Phase 2 Community Engagement and Outreach by All Together (Subconsultant).
- See attached Exhibit A from Subconsultant outlining Phase 2 services and work plan.

These services will be billed to you under our job number HDKT601.A provided for the fixed sum of Twenty-Six Thousand Two-Hundred and Fifty ($26,250) Dollars.

In order to meet your schedule requirement, we are proceeding with the work as you directed, prior to receiving your written authorization. Under these circumstances, it is understood that you are responsible for payment for these services. If you are not in agreement with these conditions, please notify us to stop work on these services immediately.

We request your written approval of this authorization for Additional Services by signing and returning one copy of this letter for our files.

If this is not your understanding, or if you have questions regarding the above, please contact me immediately.

swa

Sincerely yours,

SWA GROUP



René Bihan, Managing Principle
Contracting Agent
Landscape Architect, CA License #3682
Landscape architects are licensed by the State of California.

Accepted: City of Highland Park

By: _____

Name: Ghida S. Neukirch

Title: City Manager

Email: gneukirch@cityhpil.com

Date: 28 May 2026

RB/dc/bw

swa

www.swagroup.com

Gerdo P Aquino
Thomas Balsley Dhaval Barbhaya Kinder Baumgardner Matt Baumgarten Natalia Beard
René Bihan
Zane Busbee
Shuyi Chang
Richard Crockett Ning Deng
Marco Esposito
Ying-Yu Hung
Bill Hynes
Jeremy Klemic
Abdallah Labib
Hui-Li Lee
Steven Lee
Margaret Leonard Chih-Wei Lin
Scott McCready Charles S McDaniel Sean O'Malley
Timothy Peterson Haifeng Ren
Rhett Rentrop
Michael Robinson R Joseph Runco Stephen Rydzon Todd Strawn
David P Thompson James Vick
John L Wong
Jack Wu
Shuntaro Yahiro Ji Hyun Yoo
Peiwen Yu
Yang Zhang
Xiao Zheng

ONE PRIME SUB-CONSULTANT AGREEMENT

January 15, 2026

All Together
2625 Park Place,
Evanston, IL 60201

Attention: Marisa Schulz, Principal

Subject: Sub-consultant Agreement

Project: Highland Park Place of Remembrance – SD Phase, (the "Project")

Highland Park, IL

HDKT601

This Agreement ("Agreement") is by and between SWA Group ("SWA") a California corporation, through its San Francisco Office and All Together, ("Sub-consultant").

SWA and Sub-consultant agree as follows:

SUB-CONSULTANT SERVICES

SWA has entered into an agreement with The City of Highland Park (the "Client") dated January 5, 2026 (the "Prime Agreement") to perform certain services in connection with The Highland Park Place of Remembrance – SD Phase (the "Project"). SWA wishes to subcontract to Sub-consultant a portion of the services that SWA is obligated to perform under the Prime Agreement. The Sub-consultant's professional services (the "Services") are described in Exhibit A, attached hereto. Sub-consultant shall begin to perform the Services upon SWA's written authorization to do so. If Exhibit A consists of the Sub-consultant's proposal, only the scope of services to be performed by Sub-consultant, method of fee compensation, maximum fee compensation limit(s) to be paid to Sub-consultant for such services, a description of Reimbursable Costs, and maximum limit(s) of Reimbursable Costs shall be applicable and are incorporated into this Agreement. All other terms and conditions contained in the Sub-consultant's proposal are deemed deleted.

Any additional services provided by the Sub-consultant for the Project at the written request of SWA's project manager will also be subject to the terms and conditions of this Agreement.

SWA shall make available a copy of the Prime Agreement to the Sub-consultant upon request, deleting compensation. The provisions of the Prime Agreement are incorporated herein by reference and shall govern all aspects of the contractual relationship between SWA and Sub-consultant to the extent applicable to Sub-consultant's Services hereunder. In the event of any inconsistency between this Agreement and the Prime Agreement, the provisions of the Prime Agreement shall govern.

Sub-consultant shall collaborate with SWA, who shall be the project coordinator with respect to the Services. Sub-consultant shall perform the Services undertaken hereunder for SWA in the same manner and to the same extent that SWA is bound by the Prime Agreement to perform such services for the Client so that the Sub-consultant's duties and responsibilities with respect to the Services shall be co-extensive with those of SWA under the Prime Agreement. The Sub-consultant shall

perform its Services in character, sequence and timing so that they will be coordinated with the services of SWA and other sub-consultants for the Project and so that Services shall conform to SWA's original or revised schedule and budget for the Project.

All communications between the Sub-consultant and the Client, contractors, or other consultants for the Project shall be forwarded through SWA, except as authorized by SWA.

In the event of any inconsistency between this Agreement, Exhibit A and/or Exhibit B, the controlling documents shall be in this order of precedence:

1. the Prime Agreement (Exhibit B) provided upon request;
2. this Agreement;
3. Exhibit A (to the extent described above).

COMPENSATION

Sub-consultant shall submit invoices to SWA monthly; where fee is a lump sum, Sub-consultant's invoice will be based on the percentage of services provided during the previous month. Any amounts not invoiced within ninety (90) days will be considered waived by the Sub-consultant and SWA will not be obligated to pay Sub-consultant for such amounts.

Provided Sub-consultant's invoices are approved by SWA, Sub-consultant shall be paid at the times compensation for Sub-consultant's services is received by SWA from its Client under the conditions of the Prime Agreement, with a reasonable time allowance for SWA's accounting purposes (generally 15 days, maximum). Payments shall not exceed the proportion that the services completed by the Sub consultant at time of invoicing bears to the total services to be rendered by the Sub-consultant.

INVOICING

The Sub-consultant shall email invoices monthly for payment as follows:

To: SWA Corporate Accounting (accounting@swagroup.com)
Cc: Project Manager Ben Waldo (bwaldo@swagroup.com)

REIMBURSABLE EXPENSES

Sub-consultant shall be reimbursed at cost for reimbursable expenses when authorized by SWA and when allowed by the Prime Agreement.

GENERAL CONDITIONS FOR SUB-CONSULTANTS

A. Standards and Practices

1. Sub-consultant shall, to the extent required by prevailing standards and practices applicable to Sub-consultant at the time of preparation and as required at the Project location, comply with all applicable laws, ordinances, codes, rules and regulations of all federal, state and local governmental and quasi-governmental authorities having jurisdiction over the Project. Any corrections to the instruments of service that become necessary as a result of the Sub consultant's failure to comply with these requirements shall be made at the Sub-consultant's expense.

2. Should these requirements change after design or drawing approval, Sub-consultant shall be

responsible for bringing design and drawings into conformance. Sub-consultant shall submit Change-Order requests for cost of Additional Services for such revisions for approval by SWA, subject to controlling provisions in the Prime Agreement.

B. Sub-consultant shall have documents stamped by registered professionals, at Sub-consultant's cost, for the disciplines covered in the Sub-consultant's design and construction documents, when required by standard practice, by SWA, or by any governmental agency having jurisdiction over the Project. Professional registrations and licenses shall be current and valid in the jurisdiction in which the Project is located.

C. Sub-consultant is an independent contractor, responsible for all methods and means used in performing the Services under this agreement, and is not an employee, agent or partner of SWA.

D. Sub-consultant shall pay all taxes, assessments and premiums under the federal Social Security Act, any applicable unemployment insurance contributions, Workers Compensation insurance premiums, sales taxes, use taxes, personal property taxes, or other taxes or assessments now or hereafter in effect and payable by reason of or in connection with the Services to be performed by Sub-consultant.

E. Sub-consultant shall not be entitled to receive any extra compensation, for extra or additional services of any kind, unless the same are ordered in advance by SWA in writing.

F. Indemnification by Sub-consultant

1. As respects the conduct of Sub-consultant under this Agreement other than the performance of professional services, Sub-consultant shall indemnify, hold harmless, and defend SWA, its officers, directors, and employees from and against any and all claims, liabilities, damages, losses, and costs, including but not limited to reasonable attorney's fees and other costs of defense, attributable to personal injury, bodily injury, including death, or property damage, including loss of use thereof, and arising out of or alleged to arise out of the performance of the Services or willful misconduct or breach of contract of Sub-consultant or anyone for whom Sub-consultant is legally responsible, excepting only those claims, damages, liabilities, losses, and costs caused by SWA's proportional negligence or willful misconduct.

2. As respects the performance of professional services under this Agreement, Sub-consultant shall indemnify and hold harmless SWA, its officers, directors, and employees from and against claims, demands, liabilities, damages, losses, and costs, including but not limited to reasonable attorney's fees and other costs of defense, to the extent caused by the negligence or willful misconduct of Sub-consultant or anyone for whom Sub-consultant is legally responsible.

G. Sub-consultant's Insurance

1. Sub-consultant shall procure and maintain insurance with companies authorized to do business in the State in which the Project is located. These companies shall be assigned an A.M. Best's rating of no less than A- (VII), unless written waiver is received from SWA. The following insurance coverages shall be provided at the minimum limits of liability specified for

each unless higher limits or more stringent requirements of coverage are required by the Prime Agreement:

a. Commercial General Liability Insurance $1 Million per occurrence
$2 Million in the aggregate

b. Automobile Liability Insurance $1 Million combined single limit

c. Workers' Compensation Insurance Statutory

d. Employer's Liability Insurance $1 Million each accident
$1 Million disease policy limit
$1 Million disease, each employee

e. Umbrella Liability Insurance $1 Million per occurrence
$2 Million in the aggregate

f. Professional Liability Insurance $1 Million per claim
$1 Million in the aggregate

2. The Commercial General Liability and Auto Liability and Umbrella Liability insurance policies shall include the following:

a. SWA shall be named as an Additional Insured;

b. If Sub-consultant is not covered separately under a business Automobile Liability policy, the Commercial General Liability policy shall be endorsed to include non-owned and hired automobile liability.

3. Professional Liability Insurance shall not contain exclusions for residential or condominium projects.

4. Each of the insurance coverages provided by Sub-consultant shall be primary and non contributing with any other insurance maintained by SWA, and shall contain a severability of interest clause and a waiver of subrogation clause.

5. All coverages required hereunder shall be kept in full force and effect for the term of this Agreement and until the termination of Sub-consultant's Services or substantial completion of construction on the project, whichever is later. Professional liability insurance shall be maintained for an additional, uninterrupted period of ten (10) years after the later of termination of this agreement or substantial completion of the project, provided such insurance is commercially available at rates reasonably comparable to those currently in effect.

6. Prior to commencing work under this Agreement, Sub-consultant shall provide SWA with Certificates of Insurance evidencing compliance with the foregoing requirements, accompanied by copies of endorsements, if required.

7. All Certificates of Insurance shall specify that the insurer shall give SWA thirty (30) days advance written notice by the insurer prior to any cancellation of the policy (except in the event of non-payment of premium, in which case ten (10) days written notice shall be given).

8. Certificates of Insurance evidencing renewal of the required coverages shall be provided at least ten (10) days prior to the expiration of any policy during the period such policy is required to be maintained by Sub-consultant hereunder.

9. Any failure to comply with these requirements shall constitute a material breach of this Agreement.

H. This Agreement may be terminated by SWA upon ten (10) days written notice. In the event of such termination, Sub-consultant shall be entitled to receive payment for services performed through

the date of termination.

I. This Agreement shall not be assigned or encumbered by Sub-consultant.

J. All drawings, specifications, and data prepared by Sub-consultant during the performance of this Agreement are the property of SWA and, upon request of SWA, shall be delivered by Sub-consultant to SWA. Neither party shall make changes to the other party's documents without the written authorization of the authoring party.

K. Records of Reimbursable Expenses and expenses pertaining to services performed on the Project shall be kept on the basis of generally accepted accounting principles and shall be available to SWA or SWA's authorized representative at mutually convenient times.

L. Any controversy, claim or dispute arising out of or relating to the interpretation, construction, or performance of this Agreement, or breach thereof, shall be referred to voluntary, nonbinding mediation to be conducted by a mutually acceptable mediator prior to resorting to litigation or arbitration.

Provided they do not exceed a cumulative total of $100,000 during the term of this Agreement, all claims, disputes and other matters in question between the parties to this Agreement, arising out of or relating to this Agreement or the breach thereof, shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then obtaining unless the parties mutually agree otherwise. Demand for arbitration shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The demand shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

No arbitration, arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, any additional person not a party to this Agreement except by written consent containing a specific reference to this Agreement and signed by SWA, the Sub-consultant and any other person sought to be joined. Any consent to arbitration involving an additional person or persons shall not constitute consent to arbitration of any disputes not described therein. This agreement to arbitrate and any agreement to arbitrate with an additional person or persons duly consented to by the parties to this Agreement shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction.

M. If SWA is required by its Agreement with the Client to design the project within a fixed limit of construction cost, and if SWA is required after bids have been received to revise the drawings and specifications to comply with that limit for no extra charge, then Sub-consultant will make revisions to its drawings and specifications if requested by SWA also at no extra charge to SWA.

N. This Agreement is terminated if and when the Prime Agreement is terminated. SWA will promptly notify the Sub-consultant of such termination. SWA may also terminate this agreement for convenience. Neither party may assign its interest in this Agreement to any other person without the express written consent of the other party. This Agreement constitutes the complete and sole agreement between the parties with respect to the Project, and may be amended only by a written document signed by both parties, and shall be governed by the laws of the State where SWA is performing the work for this contract.

AGREED

SWA GROUP



Rene Bihan, Managing Principal
Contracting Agent
Landscape Architect, CA License #3682
Landscape Architects are licensed by the State of California.

Accepted: [SUB-CONSULTANT COMPANY NAME]

Signed: _____

Marisa Schulz
By: _____

Principal
Title: _____

mschulz@alltogetherstudio.com
Email: _____

1/16/2026
Date: _____

RB/bw

Highland Park Approach and Scope
October 28, 2025. draft.

Revised April 6, 2026

Engagement Philosophy & Approach

All Together will provide comprehensive community engagement services for the Highland Park Place of Remembrance project. The approach will be trauma-informed and tiered, honoring the diverse experiences of those impacted by the July 4, 2022 tragedy.

Throughout all engagement activities, All Together will:

- Create psychologically safe spaces for participation
- Offer multiple modes of participation (in-person, virtual, written)
- Respect individual comfort levels and boundaries
- Maintain strict confidentiality protocols
- Work collaboratively with City staff and mental health professionals
- Provide clear communication about how input will be used

Our engagement strategy recognizes that healing and remembrance are processes, not destinations, and centers the voices of victims' families, survivors, and the broader Highland Park community throughout the design journey:

Tier 1 (Heart)
Identified as **victims**, **survivors**, their **friends and family**, and the **HP Remembrance Committee**. In an intimate setting, Tier I will be allowed to share their experiences, hope for a memorial, and be engaged throughout the process for feedback and approval.

- Most intimate level of engagement
- One-on-one conversations in homes or virtually
- Led by City staff with All Together support
- Multiple touchpoints throughout the process
- Highest level of sensitivity and confidentiality

Tier 2 (Home)

Identified as **residents**, **local businesses nearest to the event + future memorial site**, **wraparound services**, **first responders**, **City Council**, and **other community partners** who would benefit from sharing their experiences, opinions, and feedback on the final memorial. ● Small focus group settings (up to 12 participants)

- Facilitated discussions in safe, controlled environments
- Opportunity to share experiences and input on design themes
- All Together facilitation with social work support available

Tier 3 (Healing)
Identified as **residents**, **key community stakeholders**, **managing members of public space** (Parks, Public Works, etc), and **visitors**.

- Public workshops (open house format)
- Community pop-up events
- Digital surveys
- Inclusive participation opportunities for all residents

Our team will work closely with the City to review and refine these tiers and develop a comprehensive engagement strategy early in the process.

Engagement & Communications Scope

PHASE ONE: Concepting & Schematic Design
November 2025 - February 2026

Task 1.1: Project Kickoff (November 2025) Updated to January 2026
Meet with the City of Highland Park and Highland Park Remembrance Committee to discuss the project scope and timeline. During this meeting, we will discuss the tiered approach to engagement, strategy for public outreach and media relations, and ongoing engagement for design approval and refinement process. This meeting will also provide an opportunity to review findings from previous community engagement work that has already been completed, ensuring we build upon the foundation that has been established rather than starting from scratch.

Date	Work Completed	Total Hours
1/13	*[Internal]* Highland Park Team Check-In with SWA - Review agenda for 1/23 Meeting (1) - Adjust internal project timeline based on updated scope, project team, and projected timeline (2) - Prepare materials, questions, and notes for stakeholder mapping (3) - Internal Project start completion (team, agendas, accounting, contract) (2)	8
1/21	*[Internal]* Team Kick-Off Meeting (1)	1
1/23	Highland Park Team Kick-Off Meeting with SWA and HP - Internal Team Meeting (1) - Kick-Off Meeting (2) - Travel	3

1/30	*[Internal]* Sync Post-Meeting with SWA and All Together	1
1/30	*[Internal] Project Management for Project Start*	10
TASK 1.1		**23**

Task 1.2: Tour (November 2025) Updated to January 2026

Tour Port Clinton and Rose Garden sites with Highland Park Remembrance Team and City of Highland Park, Project Team to better understand the location and impact areas firsthand.

Date	Work Completed	Total Hours
1/23	Highland Park Team Site Walk with SWA and HP - Site Walk with Highland Park Team(1.5) - Driving Tour with All Together Team (1)	1.5
TASK 1.2		**1.5**

Task 1.3: Public Engagement & Communications Strategy (November - December 2025) Updated to January 2026

Develop a comprehensive Engagement Strategy document that will serve as our roadmap throughout the project, which will include :

- Detailed timeline and milestones
- Recruitment protocols for each tier
- Trauma-informed guidelines
- Communications plan, including talking points and FAQs

Work closely with the City of Highland Park, HP Remembrance Committee, and the broader Project Team to determine the media and outreach strategy that will be used throughout the entire process. This communications and PR strategy work involves:

- Working with City Marketing Team and Communications manager on press releases, interviews, media relations site visits, or social media campaigns, or extended stories about the HP Remembrance Project.
- Reviewing project timeline, gauge approach for public communications and media relations, decide on public outreach and touchpoints during design and construction process.

Date	Work Completed	Total Hours
1/23 - 2/9	*[Internal]* Highland Park PoR Stakeholder Mapping - Review kick-off meeting notes and action items (2) - Create Engagement and Communications Summary (6) - Update engagement timeline based on kick-off meeting notes for Tier 1 and Tier 2 based off of milestone dates (3) - Review Communications guidelines and materials from Amanda and Emily	20

	(6)
	- Plan for in-person Stakeholder Mapping Workshop
	  - Agenda
	  - Prep + Design Materials
	  - Meet with SWA to review	

2/9	*[Internal]* Meeting with SWA on Highland Park Engagement Listening Session - Prep + Refine	2
2/10	Highland Park Stakeholder Mapping (City of HP Project Team) (2) - Review Tier 1, Tier 2, and Tier 3 Stakeholders for City of HP (2) - Design Stakeholder Mapping Index for Review (3) - Send to Project Team for Review (4) - Refine based on feedback (2)	13
3/10	**Meeting with DoTank** - Gather insight from Location Feedback Survey	1
TASK 1.3		**39**

Task 1.4: Design Templates (November - December 2025) Updated to February - March 2026
Building off the existing Highland Park Remembrance brand and Highland Park Strong Campaign, we'll develop a project identity for the design, construction, and opening of the two memorial sites. In this we'll work to design invitations to engagement, presentation, social media templates, flyer templates, and any other marketing templates needed for the project term.

Date	**Work Completed**	**Total Hours**
3/2	**Website: Update Website for Tier 1 Communication (hpremembrance.org/design)** - Write copy, design, install widgets for scheduling - 2 rounds of revision	4
3/2	**Scheduling: Create Scheduling for Tier 1 Listening Session using Calendly** - NOK and PI - 1 round of revision	2
3/2	**Scheduling: Create Scheduling for Tier 1 Listening Session using Calendly** - First Responders - 1 round of revision	2
3/2	**Website: Update Website for Tier 1 - First Responders Communications (hpremembrance.org/design-fr)** - Write copy, design, install widgets for scheduling (separated since they'll use different scheduling links - 2 rounds of revision	4
3/23-3/27	**Scheduling: Create Scheduling for Tier 2 Listening Sessions using Calendly**	6

2/20 - 3/17	**Design Communications Collateral**
	- **Create Marketing Toolkit for Phase 1, Tier 3 Communications (5)**
	  - 8.5 x 11 Flyer for Workshop
	  - 11 x 17 Flyer for Workshop
	  - 8.5 x 11 Flyer for Survey
	  - 11 x 17 Flyer for Survey
	  - Newsletter Copy (eNews)
	  - 4:5 Social Graphic for Workshop
	  - 4:5 Social Graphic for Survey
	  - 1:1 Social Graphic for Workshop
	  - 1:1 Social Graphic for Survey
	  - Script for Video (English + Spanish)
	  - Design Engagement TImeline (4 Versions + 2 Rounds of Revision)
	  - Social Captions for 3 Posts
	- 1 round of copyediting (2)
	- 2 rounds of revision (2)
		9

3/27	**Website: Update Website for Phase 1 Partner Toolkit** - Write copy, design - 2 rounds of revision	4
TASK 1.4		**31**

Task 1.5: Tier 1 & 2 Listening Sessions (January - February 2026) **Combined with Task 1.7**
Design structure, agenda, and format for 8-12 discovery discussions for Tier 1 and Tier 2 Engagement Groups. These conversations could occur virtually or in person, depending on the needs and desires of the group. Collaborate with the City of Highland Park and HP Remembrance Team to assemble a contact list of potential attendees. Manage outreach to attendees and RSVPs.

Task 1.7: Survey & Event Marketing Collateral (February - April 2026) **Combined with Task 1.5**
Develop promotional materials, including email, print, and social media collateral.

Date	**Work Completed (AT Team Hours)**	**Total Hours**
1/23-2/20	**Design Listening Session for Tier 1 Engagement** - Design Listening Session Questions (3) - Create Visual Supporting Deck 1.0 for Listening Session (3) - Version 1.0 of graphics for Design Element Moodboards (6) - Test, Review, Refine (2)	14
2/14	**Design Listening Session SURVEY for Tier 1 Engagement** - Format listening session questions for survey (English) (3) - Upload to Survey Monkey platform (2) - Test and Review Survey (4)	9
2/17, 2/19	***Tier 1 Listening Session: Individual Council Meetings (3)*** - *Design Ideation Listening with Council Member #1* - *Design Ideation Listening with Council Member #2 (Reschedule)*	3

2/12	**Notice to Next of Kin (NOK) of Beginning Listening Session (3)** - Draft of Notice to Next of Kin (NOK) for Beginning of Tier 1 Listening Sessions (1) - Refine Notice to NOK based on Internal and City feedback (2) - Translation of NOK Notice to Spanish (City of HPIL) - Upload to Constant Contact and Send (City of HPIL)	3
2/12	**Update Design for Council Member Listening Session (2/23)** - Prep Visual Deck in Prep for Council Meeting (2) - Create deck template for Listening Session (2) - [Internal] Meeting with SWA on Version 2.0 of Design Element Moodboards (1)	5
2/23	**Tier 2: Listening Session** - Present at Committee of the Whole meeting on February 23 for Listening Session as Group and Historic Preservation Update	4
2/25	**Tier 1: Individual Council Meetings** (Meeting + Notes) - Design Ideation Listening with Council Member #2 (2)	2

2/20	**Design of Tier 1 Listening Session**
	- *Update Survey with Version 2.0 of Design Element Moodboards + Listening Session (2)*
	- *Refine Listening Session and Design of Tier 1 Engagement based on notes from Council Meeting (3)*
	  - *Spiritual or Religious Elements*
	  - *Full List of Questions for Tier 1*
		5

2/25 - 3/2	**Final Design of Tier 1: Listening Sessions**
	- Revise Tier 1 Listening Session Supporting Deck with Questions and Moodboards (2)
	- Revise Tier 1 Listening Session Survey (in English) (2)
	- Translation of Listening Session Survey in Spanish (City of HPIL)
	- Prepare Communications for Tier 1 (8)
	  - Prep Email for NOK and PI, First Responders (Police, Fire, Medical/EMS), Revise on 2 Rounds of Feedback
	  - Coordinate times and send calendar holds for Tier 1 Listening Sessions (March 9-16) - V. 1
	  - Revise on Tier 1 Communications based on 2 rounds of feedback
	- Adjust Tier 1 calendar holds (March 9 - 31) based on feedback (4)
		16

3/11 - 4/10	**Tier 1 Listening Sessions (Meeting + Notes)** • March 11 - Listening Session, PI (1 p.) • March 18 - Listening Session, First Responder (No Show/Reschedule - 1 p.) • March 18 - Listening Session, NOK & PI (2 participants) • March 26 - Listening Session, First Responders (6 participants) • April 10 - Listening Session, NOK (1 participant) • April 10 - Listening Session	12
3/11-4/10	**Tier 2 Listening Session (Meeting + Notes)** • March 18 - Listening Session, Gift/Financial Donors (2 participants) • March 19 - Listening Session, Resource Partners (½ participants)) • April 10 - Listening Session, Council (1 participant)	6
3/9-3/17	**Tier 2 + Tier 3 Communications** - Create Tier 2 Communication Materials which includes 17 emails and/or	20

	letters - Create Tier 3 Communication Materials which includes 11 emails and/or letters - 3 rounds of revision - 1 round of final copyediting	
3/17	**Notice to NOK & Tier 1** - Update of Design Phase 1 & 2 Timeline for Email (3)	3
TASK 1.5,1.7		**102**

Task 1.6: Tier 1 & 2 What We Heard Presentation (February 2026) - *Adjusted to April 2026 as Final Task of Phase 1*

Compile all feedback and assemble a comprehensive list of key themes and considerations that emerged from our conversations with Tier 1 and Tier 2 stakeholders. Present these findings to the City of Highland Park and HP Remembrance Committee through a virtual meeting format, providing an opportunity to gather additional feedback and input on our interpretation of what we heard. This meeting serves as an important validation checkpoint, ensuring that our synthesis accurately reflects the community's input and that we haven't missed important nuances in the feedback.

Task 1.8: Community Outreach Survey (February - April 2026) Combined with Task 1.7 and 1.5

Expanding on work that has already been completed, we'll work with the project team to draft and refine questions and activities for the surveys to Target Tier 3 Audience and understand what people want in a Memorial and collect their stories. Ensure that any community survey is engaging, accessible, and short in length. Surveys will be distributed through communications pushes, at public events, and within the public realm. Public realm installations could include sidewalk and storefront decals, as well as signage at key transit locations.
The survey will be distributed through the workshop, pop-ups, City communications channels, and social media to maximize reach.

Date	**Work Completed**	**Total Hours**
3/23-3/27	**Revise Community Survey for Phase 1 (10)** - Revise Community Survey towards Phase 1: Design Ideation - Prepared in English and Spanish (City of HPIL) to reach Tier 2 and Tier 3 Audiences - Prepared Partner Toolkit Website for sharing community survey + workshop with revised deadlines and updated links	**10**
TASK 1.8		**10**

Task 1.9: Pop-Up Events (2) and Public Workshop #1 (March - April 2026)
Updated in Light of Opt-In Strategy
Combined with Task 1.5, 1.7, and 1.8
~~Host community-facing events including one workshop and two pop-ups designed to present~~

~~refined concept designs and receive interactive feedback. The pop-up events should align with existing community events that naturally draw a diverse cross-section of residents, allowing us to meet people where they already are rather than asking them to come to yet another meeting. The workshop will use an open house format with interactive stations, while the pop-ups will mix active engagement activities with passive information displays.~~

~~Both formats will gather feedback on:~~

- ~~Memorial values and themes~~
- ~~Site opportunities and constraints~~
- ~~Reaction to preliminary design frameworks~~
- ~~Individual memories and reflections~~

~~Pop-ups should align with existing community events that draw a diverse cross-section of residents throughout the city. Locations could include: Port Clinton Plaza, library, community centers, farmers market, etc.~~

Date	Work Completed/In-Progress	Total Hours

3/17	**Meeting to Revise Timeline**
	- Meeting to revise Phase One Timeline: Separate to Phase 1 Ideation in March/April and Phase 2 Design Concept in May/June (3)
	- Alignment on Communications for Tier 1, 2, and 3 (1)
	- Refine Communications for Tier 2 and 3 based on updated timeline (4)
	- Updated project workback based on 3/16 OA Meeting (3)
	  - Resolve to host 1 Design Ideation Workshop (April) and 1 Design Concept Workshop (May)
	  - Resolve to host Tier 1 Listening Sessions on Design Concept in May
	  - Resolve to not host pop-up workshops due to “opt-in” strategy
		7

4/16 - 4/17	**Tier 2 Engagement** - Host 2 full-day listening sessions, divided by group for Tier 2 - Prep listening session materials	**20**
4/16	**Design Ideation Community Workshop (April)** - Design Event Guide, Review and Revise with SWA and City HPIL (4) - Design event materials (4) - Print materials and prep (2) - Team support (6)	**16**
5/1	**Engagement Summary from Phase One: Design Ideation** - **Prepare Engagement Summary from Phase One of the Design Engagement for presentation to the working group**	**20**
5/7	**Presentation of Engagement Summary to Working Group of Design Engagement**	**4**
5/8	**Presentation to City Council of Phase One for Engagement for Design**	**4**
TASK 1.9		**110**

Updated to April 2026

Develop a comprehensive analysis of all input gathered across all three tiers of engagement. This analysis involves integrating themes from Tier 1, Tier 2, and Tier 3 engagement to identify where there is consensus and where there are tensions or competing priorities.

We will develop clear design recommendations based on this synthesis and prepare presentations for both the Working Group and City Council.

Additional Tasks

Date	**Work Completed**	**Total Hours**
1/23 -Present	OA Meetings (Bi-Weekly through Phase One) (3)	**24**

PHASE TWO: Design Development

May - August 2026

Update to April 13, 2026

Task 2.1: Tier 1 ~~& 2~~: Listening Sessions / Event (May-June, 2026) Updated to May 2026

Host a second round of listening sessions and/or event(s) for Tier 1 ~~and Tier 2 Engagement Groups to:~~

- Present refined design concepts and demonstrate how Phase 1 input influenced design
- Gather detailed feedback on ~~specific design elements~~ design concepts
- Discuss site-specific considerations
- Tier 1 will include Next of Kin, Present and Injured, and First Responders.

~~Gathering feedback on the schematic design direction at this stage is critical, and we will coordinate carefully with City staff to determine the most appropriate presentation format for each family or survivor, respecting their individual needs and comfort levels.~~

- Offer **in-person** individual listening sessions with Tier 1 on May 7 and May 8.
    - Prepare Notice to NOK for Phase 2 Timeline (any revisions to previous version) and Council Meeting by 4/13.
    - Prepare communication to Tier 1 for Listening Session (copy for email and translation in Spanish) by 4/13).
    - Send communication to Tier 1 re: listening sessions via email by April 20, 2026.
- Offer **virtual** individual listening sessions with Tier 1 on May 12 - May 22
    - Prepare Notice to NOK for Phase 2 Timeline (any revisions to previous version) and Council Meeting by 4/13.
    - Prepare communication to Tier 1 for Listening Session (copy for email and translation in Spanish) by 4/13).
    - Send communication to Tier 1 re: listening sessions via email by April 20, 2026.

Task 2.2: Survey & Event Marketing Collateral for Tier 2 and 3 (May-July, 2026) Updated to April 2026

Develop promotional materials, including email, print, and social media collateral.

- Create Design Concept Toolkit for Partners by April 20
    - Updated website page
    - 4:5 Social Graphic for Design Concept Survey
    - 4:5 Social Graphic for Design Concept Workshop
    - 1:1 Social Graphic for Design Concept Survey
    - 1:1 Social Graphic for Design Concept Workshop
    - Newsletter Copy for Design Concept
    - Social Copy (3) Posts for Design Concept Survey + Workshop
    - Video Script (English)
    - 8.5 x 11 Flyer for Survey
    - 8.5 x 11 Flyer for Workshop

Task 2.3: Community Outreach Survey 2 (June-July, 2026) **Updated to May 2026**

Launch second survey with questions about design elements, materials, and accessibility features, seeking detailed feedback that can inform final design decisions. The survey will be distributed through the workshop, pop-ups, City communications channels, and social media to maximize reach.

- Prepare Community Survey to launch by May 7, 2026
    - Create Design Concept Survey Questions with SWA
    - Prepare Design Concept Survey on Survey Monkey
    - Work with SWA to upload Design Concepts to Survey after May 7 Council Meeting
- Survey run from May 7 - May 22, 2026

~~**Task 2.4: Pop-Up Events (2) (June-July, 2026)**~~

~~Host another round of community-facing events (workshop and pop-ups) to present refined concept design(s) and receive interactive feedback on:~~

- ~~Design elements and materials~~
- ~~Accessibility features~~
- ~~Integration with existing sites~~
- ~~Names/text considerations~~
- ~~Programming and activation ideas~~

Task 2.4: Phase 2 Engagement Summary (August, 2026) **Updated to June 2026**

This analysis will assess how effectively the design refinement process incorporated community feedback and will provide final recommendations for the schematic design. Presentation preparation for both the Working Group and City Council will distill complex feedback into clear, actionable recommendations.

- Present final engagement recommendations to Special Committee of the Whole on June 8

~~**Task 2.5: What We Heard Marketing Collateral (August, 2026)**~~

~~Develop promotional materials, including email, print and social media collateral.~~

Potential Scope TBD

PHASE THREE: Construction & Implementation

October 2026 - July 2027

Task 3.1: Outreach & Updates (October - November, 2026)
As construction begins or requires design approval, we manage outreach and updates with Tier 1 and Tier 2 in coordination with the City and Highland Park Remembrance Group. For Tier 3, we'll develop marketing and campaign materials to share updates on the design and construction process with the community through social media, newsletters, and media relations.

Task 3.2: Coordinate Support for Local Businesses for Impact During Construction (October 2026 - July 2027)
We'll work within the .5-mile radius of construction to connect with businesses or the general public that may be impacted by the construction. This will include potential signage, consulting with the City of Highland Park on increased marketing support for businesses, and/or hosting quarterly merchant meetings to keep communication lines open.

Task 3.3: Groundbreaking Ceremony & Activation (August 2026 - October 2026) At the start of Construction or Groundbreaking, we'll work with the City of Highland Park to host an event that shares the memorial's story with the general public and local media and allows Tier 1 participants to join in the process. This may be one event spread among the two locations of Port Clinton and the Rose Garden, or two events held at two separate times.

Task 3.4: Ribbon Cutting Ceremony & Activation (May 2027 - July 2027) In the lead-up to the end of construction and the ribbon-cutting (ideally at the July 4, 2027 event), we'll work with the City of Highland Park, Highland Park Remembrance Working Group, and Tier 1 to plan the ribbon-cutting ceremony and build awareness of the unveiling among local community members and media. This event may also be spread among the two locations of Port Clinton and the Rose Garden.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Megan Cherry, Management Analyst

Department: City Manager's Office

Title: An Ordinance Amending Sections 95.001, 102.002, and 102.003 of "The Highland Park Code of 1968," as amended, Regarding the Use of Leaf Blowers

Recommendation:
As a follow-up to the Staff Report and Council discussion, an ordinance has been drafted that extends the City's current regulations on gas-powered leaf blowers until September 30, 2027. Gas powered leaf blowers would be permitted in April, pursuant to our existing regulations. This will provide the City the opportunity to review the findings of a multi-community feasibility study regarding further regulation on gas-powered leaf blowers potentially leading to banning use of gas-powered leaf blowers in their entirety unless specified by exemption in the Code. A Committee of the Whole is tentatively scheduled in Q1, 2027 to review the findings.

Policy Consideration:
Background & Current Regulations
In 1999, at the recommendation of the City's Environmental Commission, the City Council approved Ordinance 70-99 which banned the use of gas-powered leaf blowers between the dates of May 15 – October 15.

This ban remained in place for several years. Amidst increasing concerns regarding the environmental impact of gas-powered leaf blowers and their associated noise, Highland Park, Glencoe and Wilmette took the lead and established the Regional Leaf Blower Working Group ("Working Group") in 2021. The Working Group consists of municipalities, landscapers, professional associations, environmentalists, and other professionals. Highland Park representatives are Councilmember Blumberg, City Manager Neukirch and Management Analyst Cherry. The goal of the Working Group is to evaluate the need for and impact of gas-powered leaf blower regulations throughout the region. In 2022, the Working Group issued a final report (Exhibit A) based on their review of the impact of gas-powered leaf blowers, alternative technologies, and how communities can mitigate the impact of this equipment.

In 2023, based on the findings of the final report, City Council considered the option of a nine-month ban on gas-powered leaf blowers, where the use of gas-powered leaf blowers are only

allowed in the months of April, October and November for spring and fall clean-up. Ordinance O41-2023, approved in July 2023, established the City's current nine-month ban, effective January 1, 2024, with the intent to ban gas-powered leaf blowers entirely by 2027. The City Council agreed to revisit the policy in 2026 before moving forward with a total ban on gas-powered leaf blowers.

The City's current regulations on gas-powered leaf blowers are set to expire at the end of 2026. Thereafter, gas-powered leaf blowers will be banned entirely unless for uses noted as exemptions. However, at the time the final report was issued by the Working Group, the Group's consultants, the American Green Zone Alliance ("AGZA") and Quiet Communities ("QC"), advised against a twelve-month ban, given the North Shore's robust tree canopy and need for high-powered equipment to adequately complete fall clean-up. At the time, there were no alternatives to gas-powered leaf blowers that could provide the efficacy required during fall clean-up while also being economically viable for landscape companies.

Leaf Blower Feasibility Study

In 2025, the Working Group entered into an agreement with AGZA and QC to conduct a study evaluating the feasibility of extending seasonal regulations on gas-powered leaf blowers.

AGZA and QC have recruited landscaping companies, both large and small, that will perform clean-up work on various properties throughout the North Shore. In March, the communities involved in the study (Glencoe, Glenview, Highland Park, Lake Bluff, Northbrook, Wilmette and Winnetka) distributed a recruitment flyer (Exhibit B) to residents, looking for homeowners interested in volunteering their property for the study, at no cost to the homeowner.

The property must meet a variety of criteria:

- Located in Glencoe, Gleview, Highland Park, Lake Bluff, Northbrook, Wilmette or Winnetka
- Have a total lot size of 8,000 to 16,000 square feet (approximately 0.2 to 0.4 acres)
- Have 2 – 4 mature trees (30 – 50 feet ideally) typical to the area such as Oak, Hickory, Maple, Elm, Cottonwood or other common types
- The homeowner aesthetic expectation should be at the highest level
- The property should not be located on main streets, avenues or boulevards
- Participants must be willing to sign a consent and release agreement for videos on maintenance operations, and data collection on their property

City staff shared this recruitment flyer with the Sustainability Advisory Group and the City Council and amplified opportunities to participate. There is one Highland Park property involved in the study. All homeowners and properties were paired with predetermined landscape companies.

Researchers from AGZA and QC will shadow landscape workers, documenting runtime, fuel/power use, noise levels, timing, equipment performance, and take audio and video footage of the operations.

AGZA and QC completed their first round of fieldwork in April 2026. Seven properties were serviced on April 16 and April 17, 2026 (one in Glenview, one in Highland Park, three in Northbrook and two in Winnetka). Landscapers used electric leaf blowers at four of the properties, and the remaining properties were serviced using gas-powered leaf blowers.

AGZA and QC will provide a summary of the April fieldwork this summer. Staff expects to receive the findings of the study in its entirety at the end of 2026 or early 2027.

The feasibility study conducted by AGZA and QC will play a key role in discussions pertaining to a total ban on gas-powered leaf blowers. Given that the findings of the study will not be available until the end of 2026 or early 2027, staff recommend extending the City's current regulations to allow for the use of gas-powered leaf blowers through April 2027, effectively extending current regulations through September 2027. Once the City receives the data from the feasibility study, staff will present information to the Council at a Committee of the Whole meeting, targeted to be in the first quarter of 2027, where the Council will discuss either moving forward with a total ban as outlined in the recommended ordinance, or extending the nine-month ban through the remainder of 2027.

Core Priorities:

Environmental Sustainability

Gas-powered leaf blowers produce dangerous levels of noise and air pollution that are harmful to users of the equipment, residents, children and wildlife. The City's leaf blower regulations aim to reduce the amount of volatile organic compounds that are emitted by gas-powered equipment, in addition to eliminating the harm that this equipment causes to soil health, which results in erosion and storm water runoff. By extending the City's current regulations in consideration of the pending feasibility study, the City will limit the impact of gas-powered leaf blowers on the environment.

Attachments:

1. HP - Ordinance Amending City Code re Gas Powered Leaf Blowers
2. Exhibit A - 09_2022-12-15 Final Report- Leaf Blower Working Group
3. Exhibit B - AGZA_QC Fieldwork Recruitment Letter

City of Highland Park

Ordinance No. _____

An Ordinance Amending Sections 95.001, 102.002, and 102.003 of "The Highland Park Code of 1968," as amended, Regarding the Use of Leaf Blowers

WHEREAS, Sections 95.001, 102.002, and 102.003 of "The Highland Park Code of 1968," as amended ("**City Code**"), govern the use of leaf blowers within the City; and

WHEREAS, the City Code currently prohibits the use of non-electric leaf blowers except between April 1 and April 30, and between October 1 and November 30, in calendar years 2024, 2025, and 2026; and

WHEREAS, the City Council desires to amend the City Code to further permit the use of non-electric leaf blowers within the City between April 1 and April 30 in calendar year 2027; and

WHEREAS, the City Council has determined that it will serve and be in the best interest of the City to amend the City Code pursuant to this Ordinance;

NOW, THEREFORE, BE IT ORDAINED 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 Ordinance as the findings of the City Council.

SECTION TWO: PUBLIC NUISANCES ENUMERATED. Section 95.001, titled "Public Nuisances Enumerated," of Chapter 95, titled "Nuisances," of Title IX, titled "General Regulations," of the City Code is hereby amended further to read as follows:

"**Sec. 95.001. – Public Nuisances Enumerated.**

It is hereby declared to be a public nuisance for any person, firm, corporation or association to do, suffer or permit, any of the following:

* * *

(Q) Use of any leaf blower type of machine other than one that is electrically powered, except that this restriction shall not apply (1) between April 1 and April 30, **but only in calendar years 2024, 2025, 2026, and 2027,** ~~and~~ **(2)** between October 1 and November 30, but only in calendar years 2024, 2025, and 2026, or ~~(2)~~ **(3)** to golf course maintenance operations (but excluding parking lots on properties used for golf courses)."

* * *

SECTION THREE: DENIAL, SUSPENSION, OR REVOCATION OF LANDSCAPE AND LAWN CARE PROFESSIONAL'S LICENSE. Section 102.002, titled "Denial, Suspension, or Revocation of Landscape and Lawn Care Professional's License," of Chapter 102, titled

"Landscape and Lawn Care Professionals," of Title IX, titled "General Regulations," of the City Code is hereby amended further to read as follows:

"**Sec. 102.002. – Denial, Suspension, or Revocation of Landscape and Lawn Care Professional's License.**

(A) The City Manager may refuse to issue or renew, may suspend or revoke a Landscape and Lawn Care Professional's License or fine a licensee for any one or more of the following reasons, including but not limited to:

(1) Engaging in the business of the care of lawns, shrubs, trees and any other occupation pertaining to landscape maintenance without first securing a Landscape and Lawn Care Professional's License from the City of Highland Park;

(2) Violation of other City Ordinances by the Licensee, including, without limitation, ordinances concerning:

(a) Unauthorized dumping of debris;

(b) Use of any leaf blower type of machine other than one that is electrically powered, except that this restriction shall not apply (1) between April 1 and April 30, **but only in calendar years 2024, 2025, 2026, and 2027,** ~~and~~ **(2)** between October 1 and November 30, ~~of each year,~~ but only in calendar years 2024, 2025, and 2026, or ~~(2)~~ **(3)** to golf course maintenance operations (but excluding parking lots on properties used for golf courses); and/or

(c) The performance of landscape maintenance work other than between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays or between the hours of 9:00 a.m. and 5:00 p.m. on Saturdays; provided, however that this restriction shall not apply to morning golf course maintenance operations (but excluding parking lots on properties used for golf courses);"

* * *

SECTION FOUR: MISDEMEANORS. Section 102.003, titled "Misdemeanors," of Chapter 102, titled "Landscape and Lawn Care Professionals," of Title IX, titled "General Regulations," of the City Code is hereby amended further to read as follows:

"**Sec. 102.003. – Misdemeanors.**

It shall be unlawful for any person, firm or corporation to

(A) Engage in the business of the care of lawns, shrubs, trees and any other occupation pertaining to landscape maintenance without first securing a Landscape and Lawn Care Professional's License from the City of Highland Park

(B) Violate other City ordinances by the Licensee, including, without limitation, ordinances concerning:

(1) Unauthorized dumping of debris;

(2) Use of any leaf blower type of machine other than one that is electrically powered; provided, however, that this restriction shall not apply (a) between April 1 and April 30, **but only in calendar years 2024, 2025, 2026, and 2027,** ~~and~~ **(b)** between October 1 and November 30, ~~of each year,~~ but only in calendar years 2024, 2025, and 2026, ~~(b)~~ **(c)** to golf course maintenance operations (but excluding parking lots on properties used for golf courses), or ~~(c)~~ **(d)** to backpack-mounted or hand-held machines used during roof gutter and downspout cleaning operations between May 15 and June 15; and/or

(3) The performance of landscape maintenance work other than between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays or between the hours of 9:00 a.m. and 5:00 p.m. on Saturdays; provided, however, that this restriction shall not apply to morning golf course maintenance operations (but excluding parking lots on properties used for golf courses);"

* * *

SECTION FIVE: PUBLICATION. The City Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

SECTION SIX: EFFECTIVE DATE. This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

[SIGNATURES ON FOLLOWING PAGE]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

ORDINANCE NO.

_____

Nancy R. Rotering, Mayor

ATTEST:

_____

Ghida S. Neukirch, City Clerk

Regional Leaf Blower Working Group
Final Report

Village of Deerfield

Deerfield Park District

Village of Glencoe

Village of Glenview

Go Green Wilmette

City of Highland Park

Illinois Landscape Contractors Association

Village of Kenilworth

Village of Lake Bluff

City of Lake Forest

Village of Lincolnshire

Mariani Landscape

Village of Northbrook

Scopelliti Landscaping

Village of Wilmette

Village of Winnetka

Submitted December 15, 2022

Purpose

The Regional Leaf Blower Working Group (referred to as the "Working Group") was formed in late 2021 to evaluate the need and impact of leaf-blower regulations to be considered by each participating municipality. The Working Group was tasked with studying the impacts of gas-powered leaf blowers, alternative technologies and how communities could mitigate the impacts of this equipment.

The Working Group recognizes that the circumstances of participating municipalities are different and thus this report does not indicate whether a community should prohibit the use of gas-powered leaf blowers. Instead, the report identifies best practices to consider should it be determined that gas-powered leaf blower regulations are appropriate in a particular community.

The information in this report has been compiled to assist each community's discussions and consideration of leaf-blower regulations*. In an effort to standardize regulations, municipalities that determine that new or expanded leaf-blower regulations are appropriate for their community are encouraged to work together on drafting of ordinances to ensure uniformity of regulations throughout the North Shore.* Because landscapers work across municipal boundaries, such cooperation will greatly enhance the effectiveness of and compliance with any policy.

Working Group Composition

To ensure a balanced and thoughtful report, the Working Group is comprised of:

- Elected officials
- Appointed officials (i.e. Sustainability Commission members)
- Professional municipal staff (Municipalities and Park Districts)
- Representatives of the landscape industry

The Working Group utilized consultants, the American Green Zone Alliance (AGZA) (https://agza.net/) & Quiet Communities (https://quietcommunities.org/)[1], to assist with technical components of the report and to review a draft of the final report.

The Working Group created three subcommittees to conduct research and consider various policy components which have informed this report. The subcommittees include:

- Municipal Research and Best Practices
- Impact of Gas-Powered Leaf Blowers
- Alternative Equipment/Technology

[1] AGZA is an organization "committed to improving quality of life for communities, working conditions for operators and best practices for the landscape maintenance industry working to create cleaner air, quieter spaces, and more harmonious and sustainable communities."
Quiet Communities is a "nonprofit 501C3 dedicated to helping communities reduce health and environmental harm from noise and pollution."

Executive Policy Summary

Reasonable Policy Options for Consideration

For communities considering expanding gas-powered leaf blower policies, as well as those considering new regulations, the following policy options are presented:

- Status Quo/Monitoring
    - For communities without existing gas-powered leaf blower regulations, the individual characteristics of their community may warrant no change to regulations with continued monitoring of leaf blower technology
- A seasonal gas-powered leaf blower ban from approximately May 15 through September 30
    - This is the most common timeframe for regional municipalities, including Working Group members, with gas-powered leaf blower regulations
- An 8-week window during the fall clean-up season (October 1-November 30) and 4-week window (April 1 – April 30) during the spring clean-up season when gas-powered leaf blowers may be utilized
    - Gas-powered leaf blowers would be banned during the summer and winter months when their efficacy is less needed to meet customer expectations
    - Given that the start of the spring clean-up season can vary each year due to weather conditions, it would be appropriate for regulations to contemplate allowance of an administrative extension to the 4-week window
- A 10-month gas-powered leaf blower ban from December through September
    - This policy would prohibit the use of gas-powered leaf blowers during the annual spring clean-up season
    - None of the Working Group members, nor any nearby communities, have experience prohibiting the use of gas-powered leaf blowers during spring clean-up and the impact on spring operations is unknown at this time
    - Depending on customer expectations, use of battery-operated technology during spring clean-up may not be economically viable for landscapers
    - This option is not supported by the Illinois Landscape Contractors Association due to the volume of debris during spring clean-up which requires the efficacy of gas-powered leaf blowers and the compressed time period for spring clean-ups. Spring clean-up leaf volumes can be further exacerbated by late leaf drops during the fall season which further justifies the need for powerful leaf blowing equipment.

The American Green Zone Alliance does not recommend 12-month gas-powered leaf blower bans for communities along the North Shore due to the robust tree canopy and need for high-powered equipment to adequately complete fall clean-up. As of the date of this report, there are no electric or battery alternatives to gas-powered that can provide the efficacy required during fall clean-up nor are these alternatives economically viable for landscapers during the fall season.

Recommended Best Practices

Policy Implementation, Enforcement & Public Education

Policy Implementation

Whether a community is considering implementing gas-powered leaf blower regulations for the first time, or extending a seasonal ban to a 10-month ban, phasing of the regulations is important for the following reasons:

- Allows additional time for technology advancements as blower strength and battery power continues to improve for alternative equipment
- Reduces the economic impact on service providers and customers
- Provides sufficient time for public education

Examples of phasing timelines include:

- 5-year phase out (recommended by the Illinois Landscape Contractors Association)
- 3-year phase out
- 1-year phase out

The appropriate phase out period may vary by each community's circumstances. For example, a community with a 6-month ban currently in place may require a shorter phase out period than a community without any current regulations.

Enforcement

Enforcement of leaf blower regulations can be challenging for the municipality and frustrating to homeowners who encounter violations of leaf blower ordinances. Regulations limiting noise to specific decibel thresholds can be particularly difficult to enforce as compared to blanket prohibitions. Consideration as to how municipalities will enforce any such regulations is essential when contemplating new or expanded policies.

Enforcement approaches vary by community and the following are best practices that have been recommended by individual Working Group participants based on experience:

- When staffing allows, proactively enforce the ordinance with a dedicated employee(s) rather than respond reactively to complaints
- Seek compliance prior to issuing citations
    - Issue citations after failing to comply to warnings
    - Revoke citations if a landscaper provides evidence they have purchased an electric- or battery-operated leaf blower
- Issue citations to the landscaping companies, not the individual employees or homeowners
- Require landscapers to be licensed in order to communicate regulations and provide the ability to revoke a license for continued violation of ordinances.

    - Communities that do not currently license landscapers but intend to should consider the impacts upon small businesses as well as staffing impacts to administer a licensing program.
- Require identifying information on landscaping vehicles to assist with enforcement
- Document voluntary compliance with regulations by identifying and recognizing companies which use alternative technology
- Other ideas not currently implemented by Working Group members but suggested for consideration include: 1) Develop an intake process where violations may be reported through the use of video or photos. Gas-powered equipment is used in short bursts making it difficult for law or code enforcement officials to catch violators in the act; 2) For communities which do not currently license landscapers, allow for reciprocal acceptance of landscape licenses (accept a license from another community) which may ease the administrative burden of implementing a new licensing program

Public Education

Public education is critical to the success of any leaf blower regulation and to ensure native habitats are properly maintained. Residents play an important role in reducing the impacts of gas-powered leaf blowers in the community and in making transitions to alternative equipment more economically viable for landscapers. Understanding the problems associated with gas-powered leaf blowers, impacts of any type of blowing/disturbance to the natural environment, and then using that knowledge to educate landscapers and homeowners is essential to the success of leaf blower regulations.

Template communications can be found in Appendix B with information that can be tailored to specific municipal regulations and for different audiences (landscapers, homeowners) or circumstances (Education or enforcement via social media, flyer, door hanger).

The Working Group recommends that communications utilize accessible, understandable language to reach the broadest possible audience.

Workforce Education and Training

Workforce education and training are critical to equitably and adequately resourcing leaf blower regulations. Battery electric technology is a different technology platform with its own operational and safety issues. It is essential to ensure electric tools are operated, handled, stored, and charged properly and safely, and that batteries are repurposed or recycled at the end of their useful lives. Safe and proper use of tools, batteries, and chargers also extend product life and optimize return on investment.

Environmental, Technology, Cost, & Other Considerations

The Working Group's best practices are based on an extensive review of the environmental impacts of gas-powered leaf blowers, current technology for alternative equipment and the cost to transition to more sustainable equipment.

Environmental Considerations

Environmental considerations regarding leaf blowers including noise and air pollution are discussed below. Ultimately, reducing the usage of leaf blowing in general (gas- or battery-powered), through public education and commercial education, is the most sustainable solution to protect native habitats and reduce noise and air pollution.

Noise Pollution

The issue of noise is one of the most common complaints received from community members regarding gas-powered leaf blower usage and the Occupational Safety and Health Administration (OSHA) requires ear protection for users of gas-powered leaf blowers. When measured at 50 feet away (the American National Standards Institute (ANSI) standard for measuring noise)):

- Average battery-operated blowers range from 52 - 65 dB
- Average low decibel gas-powered leaf blowers range from 60-64 dB
- Average gas-powered leaf blowers range from 75 - 83 dB

For reference, each 10 dB increase in sound is twice as loud as heard by the human ear. Refer to Appendix C for a chart from Purdue University to provide context for these decibel ranges.

A study commissioned by the City of Washington D.C. in 2018 and conducted by acoustic engineers from Arup, an international engineering firm, and Quiet Communities, found that for the commercial blowers that were tested:

- *The sound from the gas leaf blowers has a strong low frequency sound component absent from battery operated leaf blowers*
- *The low frequency component of the gas leaf blower sound carries loud sound over longer distances resulting in a greater noise impact on the surrounding community*
- *The low frequency component of gas leaf blower sound enables it to more easily penetrate through home windows and glass doors*

The report from Arup can be found in Appendix D.

While the noise from battery and electric operated leaf blowers is not as impactful as noise from gas-powered leaf blowers, they do still generate noticeable noise and none of the policy options on page two of this report will eliminate such noise in its entirety.

Air Pollution

Appendix E is a report from the US Environmental Protection Agency and Quiet Communities titled “National Emissions from Lawn and Garden Equipment”. The report finds that:

- *Commercial gas landscape maintenance equipment (GLME) is a source of high levels of localized emissions that include hazardous air pollutants, criteria pollutants, and carbon dioxide (CO2)*
- *Routine use of GLME in the vicinity of residential neighborhoods, schools, parks, and other public spaces may be exposing the public to unnecessary and preventable health risks*
- *Communities and environmental, public health, and other government agencies should create policies and programs to protect the public from gas-powered lawn and garden equipment air pollutants and promote non-polluting alternatives.*

The US EPA report referenced above was completed in 2015 and technology improvements since that time are likely to have reduced pollution emanating from gas-powered leaf blowers. However, air pollution impacts remain and the 2015 report is the most reputable and comprehensive report available to the Working Group at this time.

For reference, OSHA does not require the use of a respirator to operate gas-powered leaf blowers.

Technology Considerations

Currently, gas-powered leaf blowers are significantly more powerful than electric blowers. The most common way to measure the power of a leaf blower is to determine its Cubic Feet per Minute (CFM) and Miles per Hour (MPH).

CFM measures the volume of air leaving the blower. MPH measures the speed of air leaving the blower. CFM moves *more* debris while higher MPH moves heavier, wet debris.

The following table compares the operational capabilities of battery- and gas-powered commercial equipment:

Maximum Outputs	**Industry Leading Battery-Operated Leaf Blower**	**Industry Leading Gas-Powered Leaf Blower**
CFM	600	941
MPH	142 – 170	206

For industry leading battery-operated equipment, with battery backpack, the tool will generally operate for approximately one hour on maximum power (setting most likely used during fall leaf clean-up). This requires a substantial back-up battery supply for each blower in use by a landscape company.

Cost Considerations

Per AGZA and Quiet Communities, the cost to replace gas-powered leaf blowers with battery electric technology is dependent on the intensity of leaf blower usage, which is directly correlated with the expectations of customers.

The table below compares the upfront cost for a landscape business to purchase two leaf blowers per crew in Illinois:

Conventional Use (Highly manicured lawn)		**Transitional Use (Less formal aesthetic)**		**Ecological (Ecological aesthetic)**	
Battery	**Gas**	**Battery**	**Gas**	**Battery**	**Gas**
$11,225	$1,125	$7,825	$1,125	$4,350	$1,125
Requires 6 backpack batteries (3 per tool)		Requires 4 backpack batteries (2 per tool)		Requires 2 backpack batteries (1 per tool)	

**The above figures do not include the additional cost for safe and adequate battery charging infrastructure, which can range from $600 for a four plug system to $1,400 for an eight plug system.*

The above figures are based on Stihl equipment as follows (pricing example is based on Conventional Use):

2 Tools (BGA 200 blower):	$411.99 each
6 Backpack batteries (AR 3000L):	$1,499.99 each
2 Fast chargers (AL500):	$162.95 each
4 Standard chargers (AL300):	$99.99 each
Total (w/ IL sales tax):	$11,225 to outfit one landscape crew

Because it may not always be practical or effective to charge equipment on a worksite and thus a sufficient number of batteries must be on hand throughout the workday, as well as equipment to fully charge the tools overnight.

Per AGZA and Quiet Communities, aesthetic expectations appear to be the most important driver of investment required in battery electric equipment. Relaxing customer aesthetic expectations (through public education) and modifying landscape company practices can result in a more efficient ROI for battery electric equipment. So long as customers seek a highly manicured aesthetic, a substantial upfront investment in batteries and chargers is required, which is likely to be passed onto customers in the form of higher service prices.

Other Considerations

Exemptions

The Working Group reviewed exemptions to existing gas-powered leaf blower bans. These fall into two categories – those who use equipment in the scope of their jobs and those who use equipment to service their own properties.

Professional users:

- Municipal/government owned property
    - Some local Park Districts have expressed concern with their ability to provide service without the use of gas-powered leaf blowers
- Golf courses
- Landscape and tree care professionals
- Related trades such as gutter cleaning, driveway resurfacers, etc.
- Private land owners who use in-house landscape professionals (colleges, universities, conservation districts, public gardens, large estates, etc.)

Residential users:

- Homeowners conducting maintenance on their own property

The Working Group recommends that municipalities considering new or amended leaf blower regulations consult their maintenance staff, Park Districts (if applicable), School Districts, and other large landowners such as private golf courses to determine whether exemptions are appropriate or necessary.

Battery Charging, Recycling, and Safety

While battery-powered leaf blowers are preferable over gas-powered leaf blowers, there are environmental and safety concerns associated with large-scale adoption of battery-operated landscaping equipment. The Working Group recommends municipalities consider partnering with professional recycling firms to coordinate safe and proper disposal of lithium batteries. The Working Group has local resources available to municipalities interested in hosting lithium battery recycling programs.

While fires stemming from battery devices are rare, they have occurred, and Fire Departments and businesses should be familiar with lithium battery fire prevention and extinguishing lithium battery fires.

Financial Incentives

Under current market conditions, the upfront cost of battery-operated blowers compared to gas-powered equipment may create a disproportionate burden on low-income residents and small landscaping businesses. For this reason, buy-back programs and other financial incentives could become crucial strategies to advance the goal of phasing out gas-powered lawncare products.

Municipalities considering implementation of financial incentive programs may wish to consult with the American Green Zone Alliance who has experience developing and managing such programs across the country. The Working Group investigated rebate programs from varying governmental organizations across the country and recommends the following items for consideration in the development of financial incentive programs:

1) Funding mechanisms

- Regional rebate programs have used grant monies in the past to facilitate trade-in of similar types of lawncare equipment (such as the EPA grant for the Diesel Emissions Reductions Act, awarded to the Metropolitan Mayors Caucus in early 2000s to administer sub-grants to12 Chicagoland municipalities)
- In the absence of regional grants, municipalities could allocate money to rebate programs in their jurisdiction or through regional partnerships

2) Eligible equipment

- A “best practice” observed from existing rebate programs requires evidence that new equipment meets the most recently updated EPA standards for allowable air and noise emissions levels
- Some existing programs partner with garden centers or hardware stores to provide vouchers to purchase alternative equipment at lower cost
- Equipment eligible for rebates can vary from leaf blowers only to various types of battery-powered lawn equipment such as lawnmowers, blowers, chainsaws, string trimmers, brush cutters, leaf vacuums, as well as accessories for alternative technology, such as additional batteries and chargers

3) Eligible rebate participants

- Consider preference to minority-owned businesses and/or low-income individuals to promote equitable adoption of alternative equipment. For example, a program run through Montgomery County, Maryland includes a statement that preference will be given to minority-owned businesses and/or low-income residents. In California, the South Coast Air Quality Management District provided funding for outreach and education of small minority-owned businesses, and for substantial subsidies (70% of retail price) to offset the upfront cost of commercial battery electric toolkits (tool plus 2 – 3 batteries and chargers per tool)
- While some programs are for residential equipment replacements only, others provide incentives to landscaping companies who are either based in the community or do business in the community

4) Retired equipment turn-in required

- A “best practice” is to require the retirement of gas-powered equipment with proof of destruction or by facilitating a turn-in program to ensure such equipment is not repurposed

Future Study & Analysis

Given the rapidly changing technology for leaf blowers, municipalities participating in this study should consider reconstituting the Working Group over time to review technology advancements and the impact such advancements may have on leaf blower regulations.

Appendices

Appendix A- Working Group Members

Appendix B- Public Education Materials

Appendix C- Purdue University Chart Regarding Decibel Ranges

Appendix D- Arup Report on Leaf Blower Noise dated July 16, 2018

Appendix E- US Environmental Protection Agency and Quiet Communities report on air pollution titled “National Emissions from Lawn and Garden Equipment”.

Appendix F- Municipal Research and Resources

Leaf Blower Regulations Regional Working Group

Members

1. Co-Chair Phil Kiraly, Glencoe Village Manager
2. Co-Chair Ghida Neukirch, Highland Park City Manager
3. Co-Chair Mike Braiman, Wilmette Village Manager
4. City of Highland Park, Councilmember Anthony Blumberg
5. City of Lake Forest, Superintendent of Parks and Forestry Chuck Myers
6. Deerfield Park District, Executive Director Jeff Nehila
7. Go Green Wilmette, Beth Drucker
8. Illinois Landscape Contractors Association, Executive Director Scott Grams
9. Mariani Landscape, Fred Wacker
10. Scopelliti Landscaping, Guy Scopelliti
11. Village of Deerfield, Justin Keenan, Assistant to the City Manager
12. Village of Glencoe, Hall Healy, Sustainability Task Force
13. Village of Glenview, Joe Kenney, Deputy Director of Public Works
14. Village of Kenilworth, Trustee Alison Winslow
15. Village of Lake Bluff, Sustainability and Community Enhancement Ad Hoc Committee Co-Chair Brian Render
16. Village of Lake Bluff, Village Administrator Drew Irvin
17. Village of Lincolnshire, Management Analyst Sam Barghi
18. Village of Northbrook, Trustee Heather Ross
19. Village of Northbrook, Sustainability Coordinator Tessa Murray
20. Village of Wilmette, Environmental & Energy Commissioner Karen Glennemeier
21. Village of Winnetka, Former Village Trustee and Go Green Winnetka Member King Poor
22. Village of Winnetka, Police Chief Marc Hornstein

Did you know?



Variable area for
Village seal

There are so many good reasons to go electric, use a rake, or leave the leaves.





Gas-powered leaf blowers produce dangerous levels of noise and air pollution, harmful to users of the equipment, residents, children and wildlife.

All leaf blowers blast insects, habitat and soil at hurricane-force winds (up to 220 mph) affecting birds and beneficial insects like butterflies and pollinators. The use of leaf blowers eliminates essential habitat, harms soil health and leads to erosion and stormwater runoff.

Obey the law and be a good neighbor to all. Gas-powered leaf blowers are prohibited in this area from _____(date)_____ **to** _____(date)_____

Please help get the word out to your lawn crew and any you see in your area. Violations can be reported to this non-emergency number: _____(phone)_____

If you do use a leaf blower, consider using it less often and on a lower setting.



(Variable copy area for sponsor info)

Sample Social Media Posts















REMINDER

Gas-powered leaf blower ban

Gas-powered leaf blowers are prohibited from _____(date)_____ to _____(date)_____ in this area. Violators may be subjected to fines. Please obey the law to limit noise and air pollution.

(Village Code info)

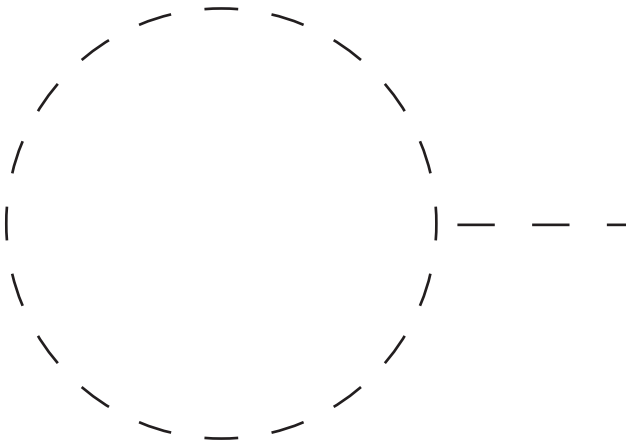
Variable area for Village seal

AVISO IMPORTANTE

(need spanish translation)

El uso de sopladores de hojas de gasolina está prohibido en this area entre _____(date)_____ to _____(date)_____ . Aquel que falte a esta ley será multado por la policia.

NOTICE



Gas-Powered Leaf Blower Violation

Gas-powered leaf blowers are prohibited from

_____(date)_____ to _____(date)_____

in this area. Your lawn care service has been observed violating this ban at

_____(address)_____

Violators may be ticketed and fined.

(Village or Police Department logo)

Did you know?







Gas-powered leaf blowers produce dangerous level of noise and air pollution, harmful to users of the equipment, residents, children and wildlife.

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(Variable copy area for sponsor info)

Did you know?



Gas-powered leaf blowers produce dangerous level of noise and air pollution, harmful to users of the equipment, residents, children and wildlife.

All leaf blowers blast insects, habitat and soil at hurricane-force winds (up to 220 mph) affecting birds and beneficial insects like butterflies and pollinators.

The use of leaf blowers eliminates essential habitat, harms soil health and leads to erosion and stormwater runoff.



(Variable copy area for sponsor info)

Obey the law and be a good neighbor. Gas-powered leaf blowers are prohibited from

(date) **to** (date)



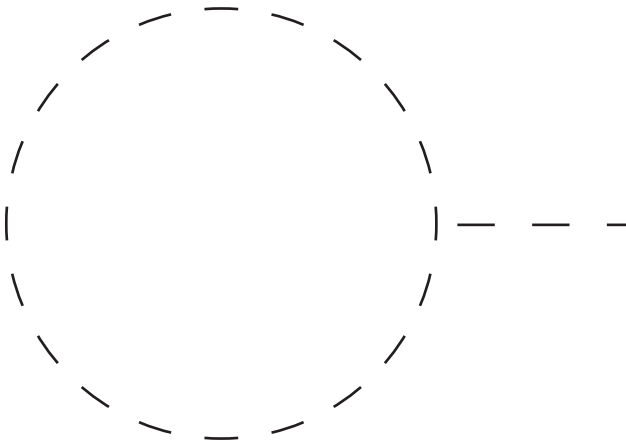
Please help get the word out to any crews in your area. Violations can be reported to this non-emergency number:

(phone)

Variable area for Village or Police Dept. logo

(Variable copy area for sponsor info)

NOTICE



Gas-Powered Leaf Blower Violation

Gas-powered leaf blowers are prohibited from

_____(date)_____ to _____(date)_____

in this area. Your lawn care service has been observed violating this ban at

_____(address)_____

Violators may be ticketed and fined.

(Village or Police Department logo)

Noise Source	Decibel Level	Comment
Jet take-off (at 25 meters).	150	Eardrum rupture.
Aircraft carrier deck.	140	
Military jet aircraft take-off from aircraft carrier with afterburner at 50 feet (130 dB).	130	
Thunderclap; chain saw; Oxygen torch (121 dB).	120	Painful, 32 times as loud as 70 dB.
Steel mill; auto horn at 1 meter; turbo-fan aircraft at takeoff power at 200 feet (118 dB); riveting machine (110 dB); live rock music (108-114 dB).	110	Average human pain threshold; 16 times as loud as 70 dB.
Jet take-off (at 305 meters); use of outboard motor; power lawn mower; motorcycle; farm tractor; jackhammer; garbage truck; Boeing 707 or DC-8 aircraft at one nautical mile (6,080 feet) before landing (106 dB); jet flyover at 1,000 feet (103 dB); Bell J-2A helicopter at 100 feet (100 dB).	100	8 times as loud as 70 dB; serious damage possible in 8 hours exposure.
Boeing 737 or DC-9 aircraft at one nautical mile (6,080 feet) before landing (97 dB); power mower (96 dB); motorcycle at 25 feet (90 dB); newspaper press (97 dB).	90	4 times as loud as 70 dB; likely damage 8 hours exposure.
Garbage disposal; dishwasher; average factory; freight train (at 15 meters); car wash at 20 feet (90 dB); propeller plane flyover at 1,000 feet (88 dB); diesel truck 40 mph at 50 feet (84 dB); diesel train at 45 mph at 100 feet (83 dB); food blender (88 dB); milling machine (85 dB); garbage disposal (80 dB).	80	2 times as loud as 70 dB; possible damage in 8 hours exposure.
Passenger car at 65 mph at 25 feet (77 dB); freeway at 50 feet from pavement edge 10 a.m. (76 dB); living room music (76 dB); radio or TV-audio, vacuum cleaner (70 dB).	70	Arbitrary base of comparison; upper 70s are annoyingly loud to some people.
Conversation in restaurant or office; background music; air conditioning unit at 100 feet.	60	Half as loud as 70 dB; fairly quiet.
Quiet suburb; conversation at home; large electrical transformers at 100 feet.	50	One-fourth as loud as 70 dB.
Library; bird calls (44 dB); lowest limit of urban ambient sound.	40	One-eighth as loud as 70 dB.
Quiet rural area.	30	One-sixteenth as loud as 70 dB; very quiet.
Whisper, rustling leaves.	20	
Breathing.	10	Barely audible.

[modified from http://www.wenet.net/~hpb/dblevels.html] on 2/2000. SOURCES: Temple University Department of Civil/Environmental Engineering (http://www.temple.edu/departments/CETP/environ10.html), and *Federal Agency Review of Selected Airport Noise Analysis Issues*, Federal Interagency Committee on Noise (August 1992). Source of the information is attributed to *Outdoor Noise and the Metropolitan Environment*, M.C. Branch et al., Department of City Planning, City of Los Angeles, 1970.

Technical Note

ARUP

1120 Connecticut Avenue NW
Washington DC 20036
United States of America
www.arup.com

Project title	Leaf Blower Noise	Job number	261937-00
cc	D.C. Council's Committee of the Whole	File reference	
Prepared by	Chris Pollock, PE, LEED AP, WELL Advisor Geoffrey Sparks	Date	July 16, 2018
Subject	**Bill No. B22.234, the Leaf Blower Regulation Amendment Act of 2017 - Written Statement by Arup**		

1 Executive Summary

Arup tested 7 commonly used leaf blowers, 3 gas and 4 battery powered, to help answer the question of what makes which type have more noise impact. The following written statement summarizes the testing procedure, results, and oral testimony presented by Arup to the D.C. Council's Committee of the Whole on July 2, 2018.

In summary Arup's testing indicates:

- The sound characteristics of gas leaf blowers measured have a significantly greater low frequency sound component in comparison to battery leaf blowers measured
- The low frequency sound energy of the gas leaf blowers measured transmits more readily over longer distances making them more readily audible and of greater noise impact to the community
- The low frequency sound energy of gas leaf blowers measured transmits more easily through home windows and glass doors, meaning they sound louder indoors than the battery leaf blowers measured

2 Sound Testing Methodology

2.1 Gas and Battery Leaf Blowers

The big question Arup was asked to help answer in this testing is what makes which type have a greater noise impact? This study did not investigate the noise level at the operator ears relative to exposure, but rather the impact on people and the community surrounding the leaf blowers as they are being used. Leaf blowers are often rated based on air flow rate, or the amount of air being pushed or blown per minute. The grouping of leaf blowers used aimed to capture commercial leaf blowers used in the industry, with a specific focus on commercially used similar flow rate units for both gas and battery powered blowers.

2.2 Testing

In order to answer the question above, a set of tests were designed to allow the capture of side by side noise levels for various leaf blower types. It was arranged for 7 commonly used blowers to be used, all were either new or in a well maintained working order with 3 being gas leaf blowers and 4 being battery leaf blowers.

Table 1: Leaf blowers used for testing

Manufacturer	Model	Power Source
Greenworks	GBB 700	Battery
Greenworks	GBB 600	Battery
Stihl	BGA 100	Battery
Ego	600 Chevron	Battery
Redmax	EBZ8500	Gas
Stihl	BR 700X	Gas
Echo	PB760LN	Gas

On the morning of June 17, 2018, in Lincoln, Massachusetts, the leaf blowers were set up in an open driveway entrance road, and parking lot of the Lincoln Department of Public works. This is a quiet location without close proximity to sound reflecting surfaces, where noise measurement locations were marked off at 5, 50, 100, 200 and 400 feet from the location where each of the 7 leaf blowers were operated. To simulate measurements at a greater distance we also measured at 800 feet, which was located across another street in an Audubon park.

Each blower was operated for at least 30 seconds for every measurement at full throttle and the nozzle at least 2 inches (50 mm) above the ground. At the 50 foot distance, measurements at 8 locations (at 45 degree increments) around each blower were measured as outlined in American National Standards Institute for Outdoor Power Equipment – Internal Combustion Engine-Powered Handheld and Backpack Blowers and Blower Vacuums – Safety Requirements and Performance Testing Procedures/OPEI B175.2-2012.

Technical Note

261937-00 July 16, 2018

Measurements were made with a calibrated type 1 sound level meter with a wind screen installed and mounted on a tripod at 5 feet (1.5 meters) above the ground. The sound level meter was a Brüel & Kjaer 2250, as is common for advanced sound measurements in the acoustics industry. This meter captures one-third octave band sound levels in real time, and provides statistical time based averaging for L_{90}, L_{EQ}, L_{10} and other filtered results to best ensure that extraneous noise from the community was not a significant impact on the results. The L_{90} measurements are used for purposes of discussion and review as that metric captures the steady state noise level of the leaf blower in use while also filtering out other extraneous site noise events including intermittent traffic. This is a conservative approach in reviewing the data and a method that is widely accepted within the acoustic consulting industry. Other metrics that are commonly used including the L_{EQ} and L_{50}, will indicate higher noise values than the data presented here as L_{90} values. See the Appendix at the end of this note for definitions of L_{EQ}, L_{50}, and L_{90}

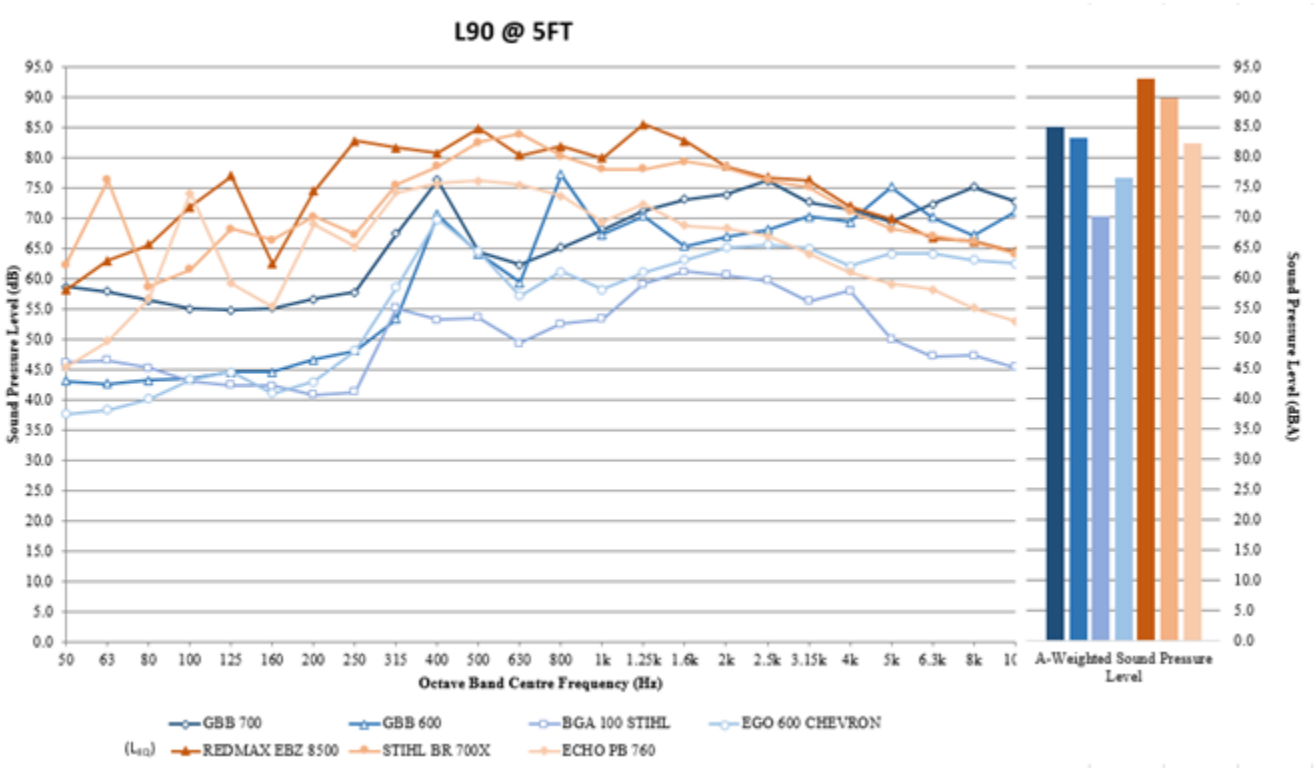
Sound levels are variations in sound pressure. The decibel scale (dB) is the commonly used metric for sound pressure levels, which is a log scale because the number value of sound pressure varies very widely. For the purposes of the data analysis, dB levels of 20-30 are a quiet bedroom or whisper, dB levels in the 40-60 range are a normal conversation, dB levels above 70 are a loud voice or busy street traffic, and sound levels above 80-90 dB would be loud music. Human hearing filters sound in a specific way, meaning that we are very attuned to voice frequencies and less attuned to low frequency sounds. For this reason, we often us an ‘A’ weighting scale, as a single number for the perceived overall loudness of a sound. These values are shown as dB(A) sound pressure levels.

3 Results

3.1 Graphs

The following graphs summarize the measured data of the 7 leaf blowers. Battery powered leaf blowers are shaded in blue and gas-powered leaf blowers are shaded in orange. The horizontal axis of the chart shows frequency, with the left side being very low frequency ‘rumble’ sounds, and the right side being high frequency ‘hissing’ sounds. The vertical axis shows increasing sound pressure level as you go up the chart. Most outdoor measurements of noise, in locations with any distant traffic will have more low frequency than high frequency noise, and the ambient sound in this case of this character also.

Figure 1: Sound Pressure Levels measured at 5 feet



Note: the L_{EQ} reading was used for the Redmax EBZ 8500 due to an elongated measurement period with the blower idling which influence the L_{90} result.

Figure 2: Sound Pressure Levels measured at 50 feet

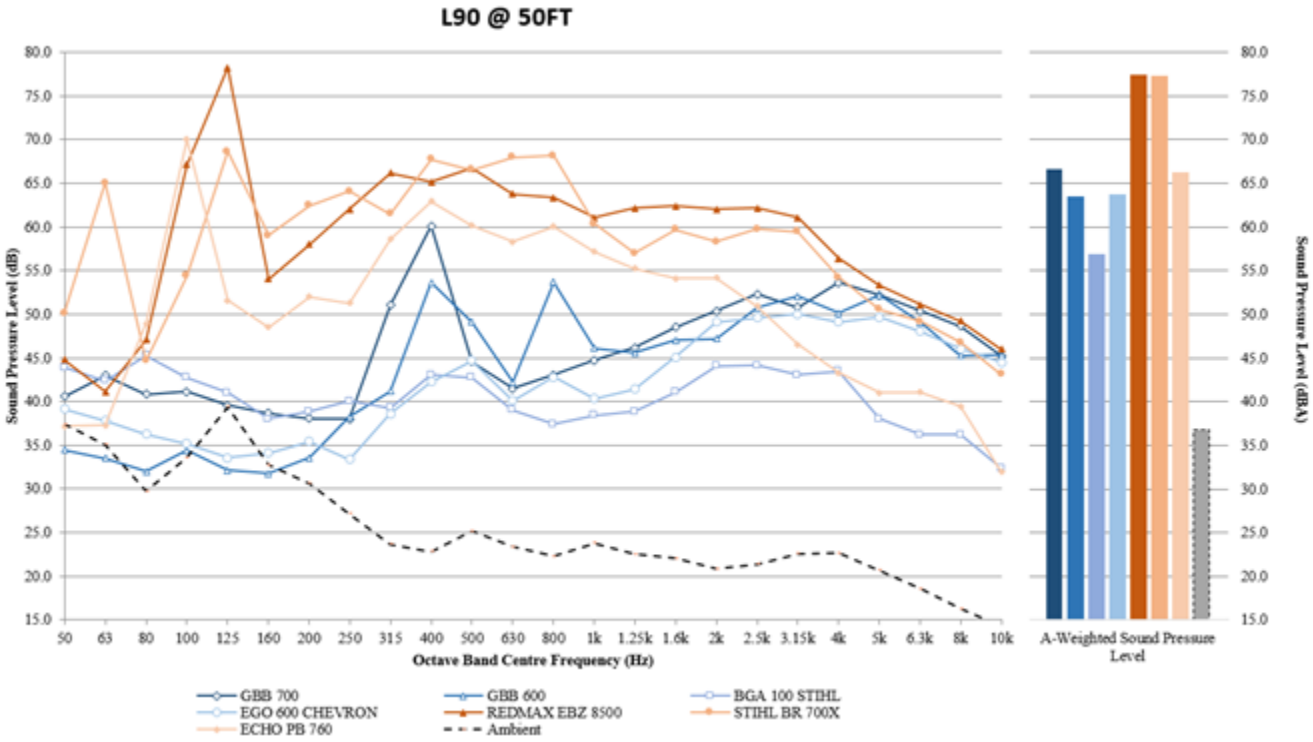


Figure 3: Sound Pressure Levels measured at 100 feet

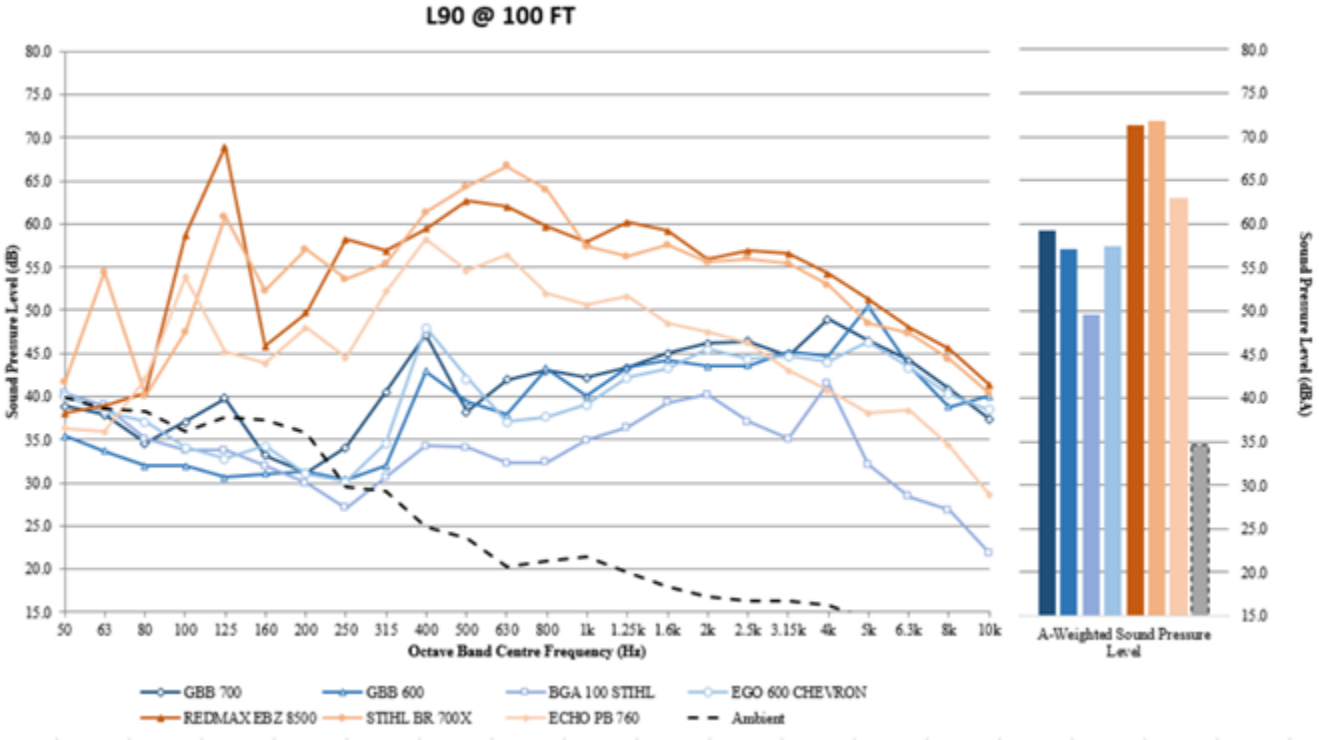


Figure 4: Sound Pressure Levels measured at 200 feet

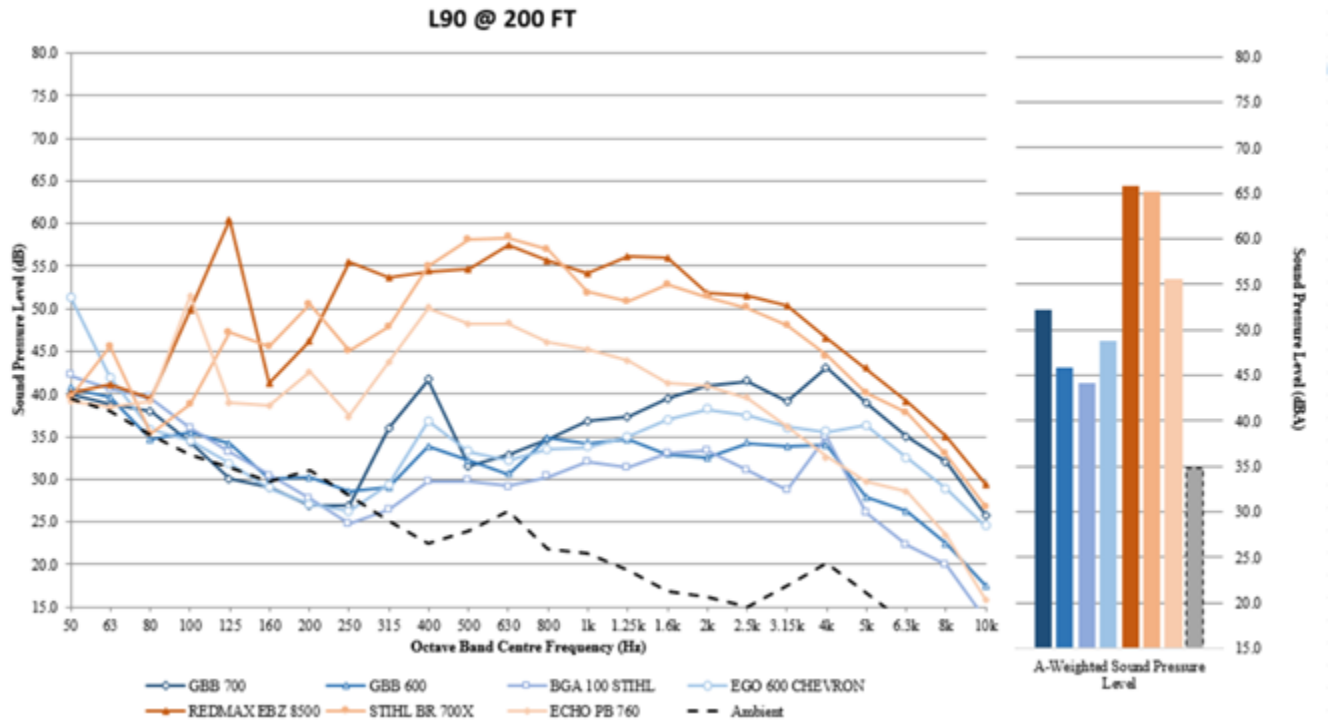


Figure 5: Sound Pressure Levels measured at 400 feet

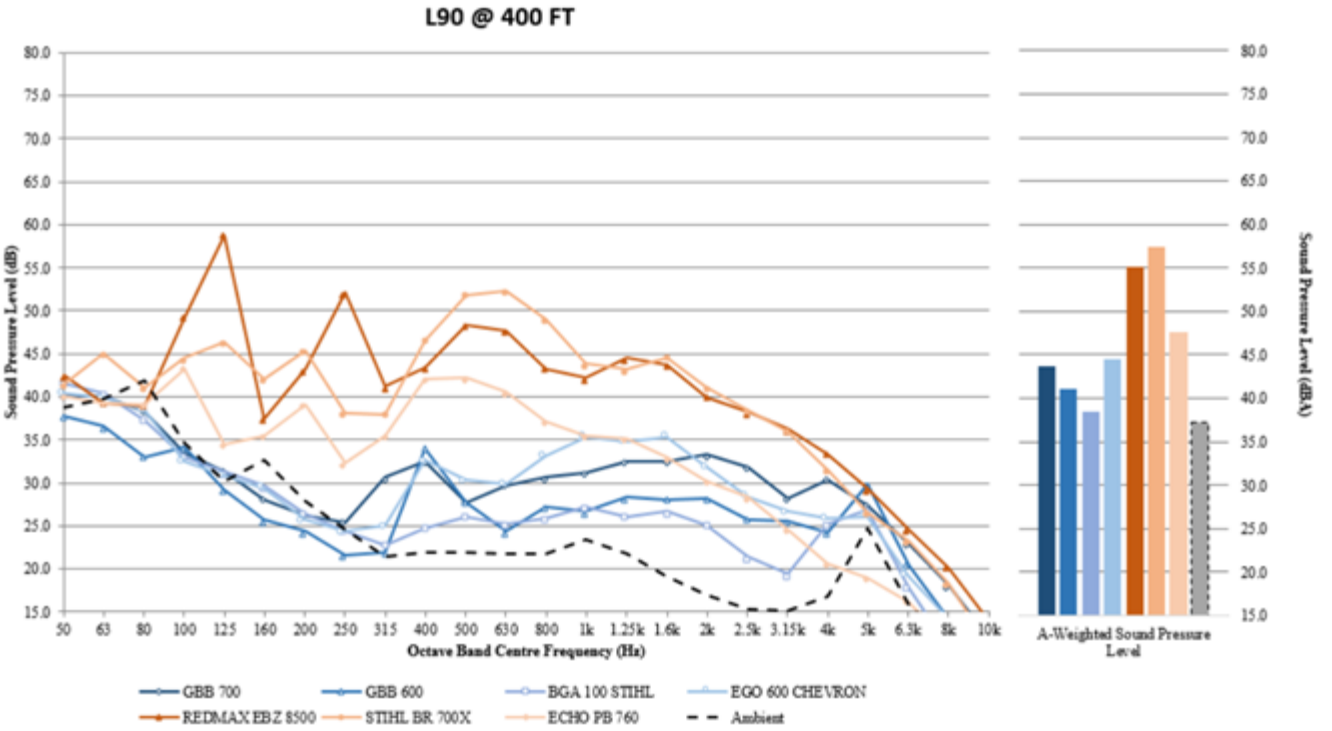


Figure 6: Sound Pressure Levels measured at 800 feet

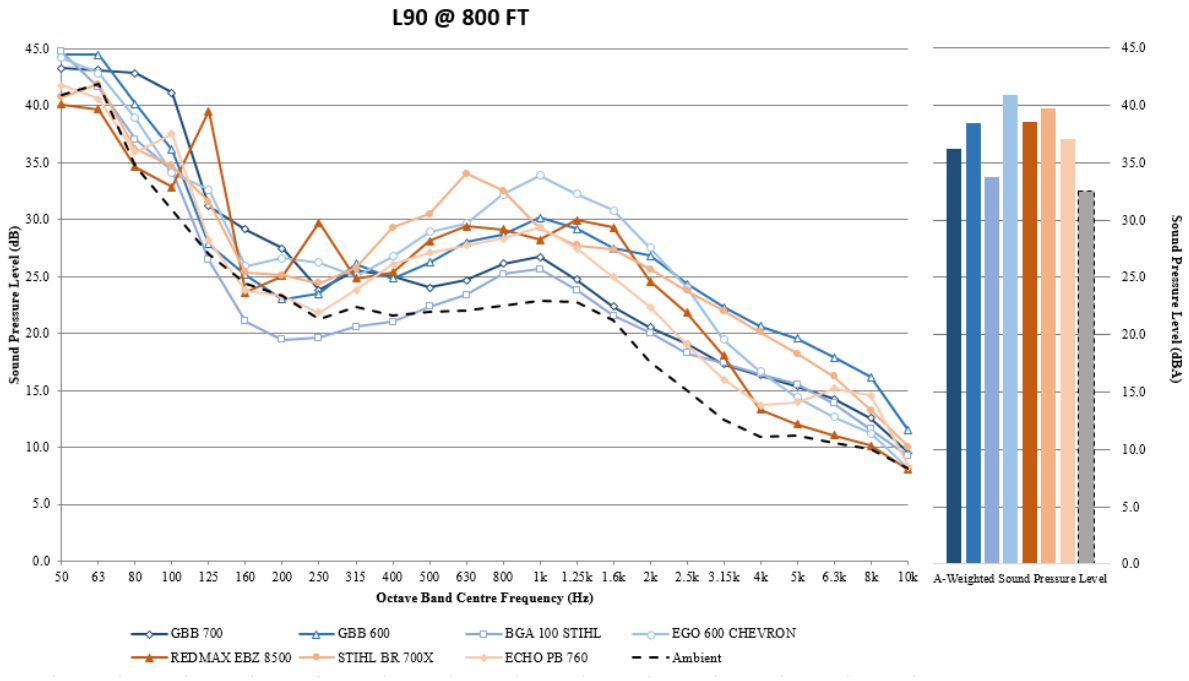
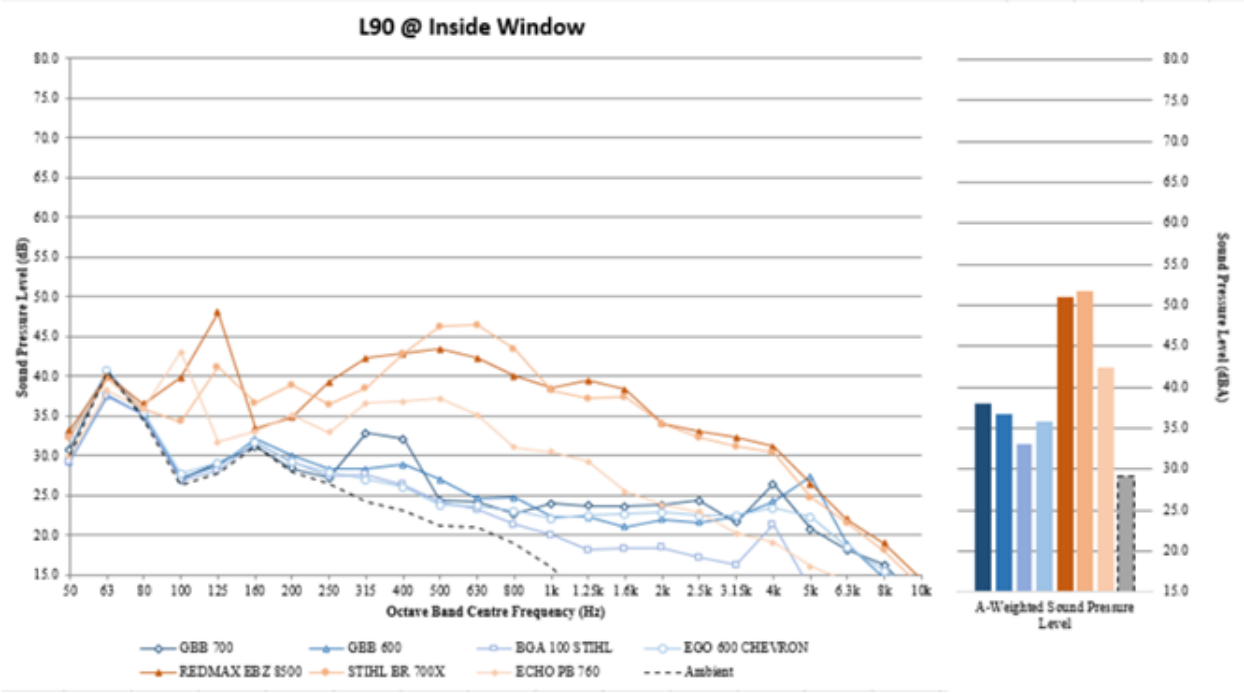


Figure 7: Sound Pressure Level measured inside a residence with leaf blowers 50 feet from the window



3.2 Discussion

From the measured data graphed above, it is observed clearly that the group of gas leaf blowers (shaded in orange) all exhibit a much higher level of sound energy in the low frequency bands at all distances. In a number of cases, this engine noise is a peak at 100 to 125 Hz. This low frequency energy is quite distinctly different for the gas leaf blowers than the battery powered leaf blowers.

Audibility over larger distances: The chart above shows that at only the peaks of low frequency engine sound were prominently above the ambient noise measured. Based on the experience of measuring sound, Arup witnessed that the three gas powered leaf blowers at an 800 foot distance were audible, two being clearly audible and the third being noticeable, while all of the battery powered leaf blowers were not distinguishable above the ambient community sound levels at that distance. Since these peaks on the chart do not occur with the battery powered leaf blowers it can be concluded that this is the character of the sound that travels over greater distances and is more audible throughout a community.

Audibility within Houses: One of the challenges with low frequency noise is that it requires heavy construction or materials to stop the sound transmitting. This is very clear when it comes to windows and glass doors in houses. The heavy drywall or brick walls of a house may do a very good job at blocking noise from outside, but any low frequency sound transmits easily through the lighter weight windows. This is a common issue with the drone of road traffic or aircraft overhead, and a number of states and federal programs provide funding to upgrade housing in impacted areas. With leaf blowers, the low frequency components of the gas leaf blowers are what is most easily transmitted, and this is clearly seen in Figure 7 at 100-125 Hz as well as in the air ‘whooshing’ frequencies up to around 500 Hz which also transmits into the house very easily. These sound levels of gas powered leaf blowers as measured inside the house, are significantly above those of the battery powered leaf blowers.

4 Audio Demonstrations

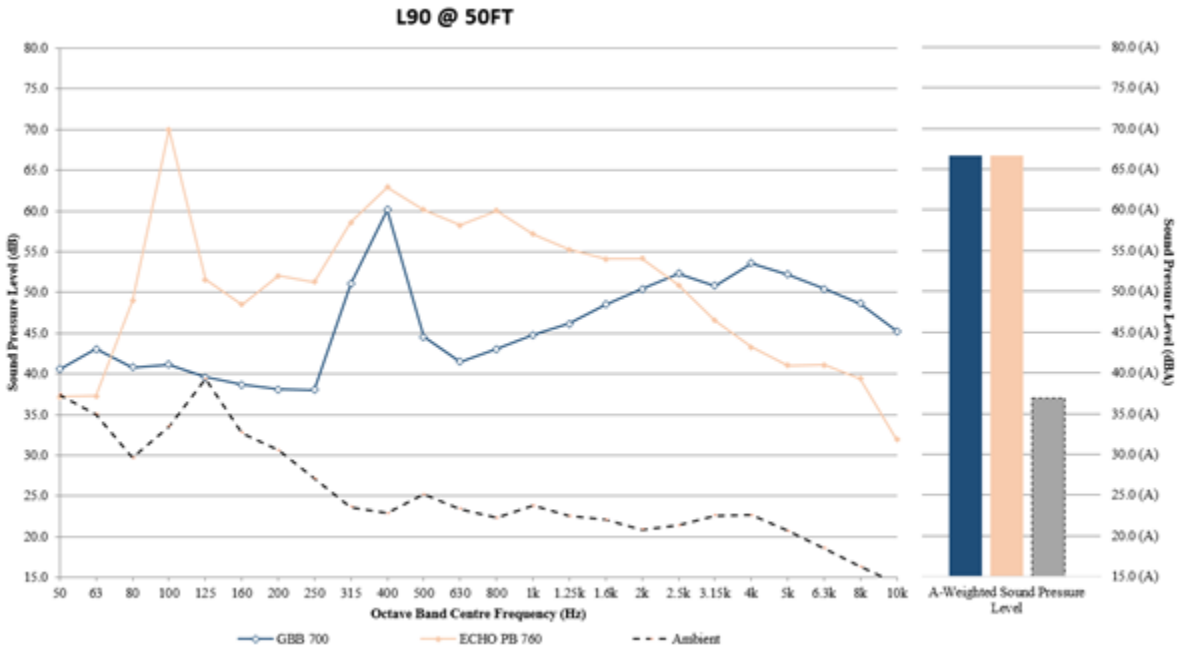
During the oral testimony of Chris Pollock on July 2, 2018, calibrated audio demonstrations of gas and battery powered leaf blowers were presented. It is important to note that the audio was played to replicate the level of the sound at the listening positions of Chairman Mendelson and Councilmember Cheh. The demonstrations were audible to members of the audience in the room and on the internet; however, the experience and levels perceived by the audience was not calibrated for their listening position.

The following three scenarios were experienced by Chairman Mendelson and Councilmember Cheh:

4.1 Demonstration 1

The first sample was a comparison of a gas and a battery blower with the same dB(A) from the manufacturers standardized testing. The important comparison is that while the overall loudness may be the same, the acoustic qualities of each and the character of the sound are totally different – the gas leaf blower generating much more low frequency noise.

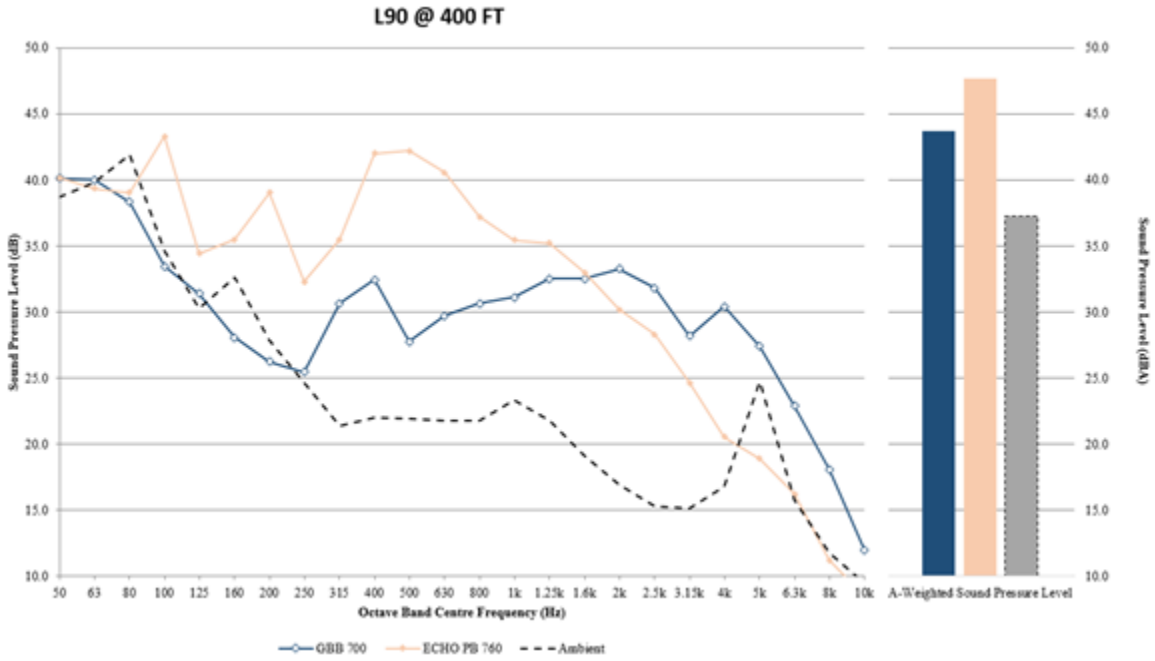
Figure 8: Audio demonstration 1 – equivalent gas and battery leaf blowers at 50 feet



4.2 Demonstration 2

The second demonstration presented in the proceedings was relative to the same two equally noise rated blowers, one gas (Echo PB 760) and one battery (Greenworks GBB 700) at 50 feet. This demonstration indicates that while rated the same overall noise level at 50 feet, the same gas blower has a significantly greater noise impact at 400 feet because the low frequency content of its noise transmits more easily over the 400 foot distance. This demonstration indicates what the community hears around operating blowers, highlighting that the low frequency components of the gas engines is part of the increased impact of gas blowers.

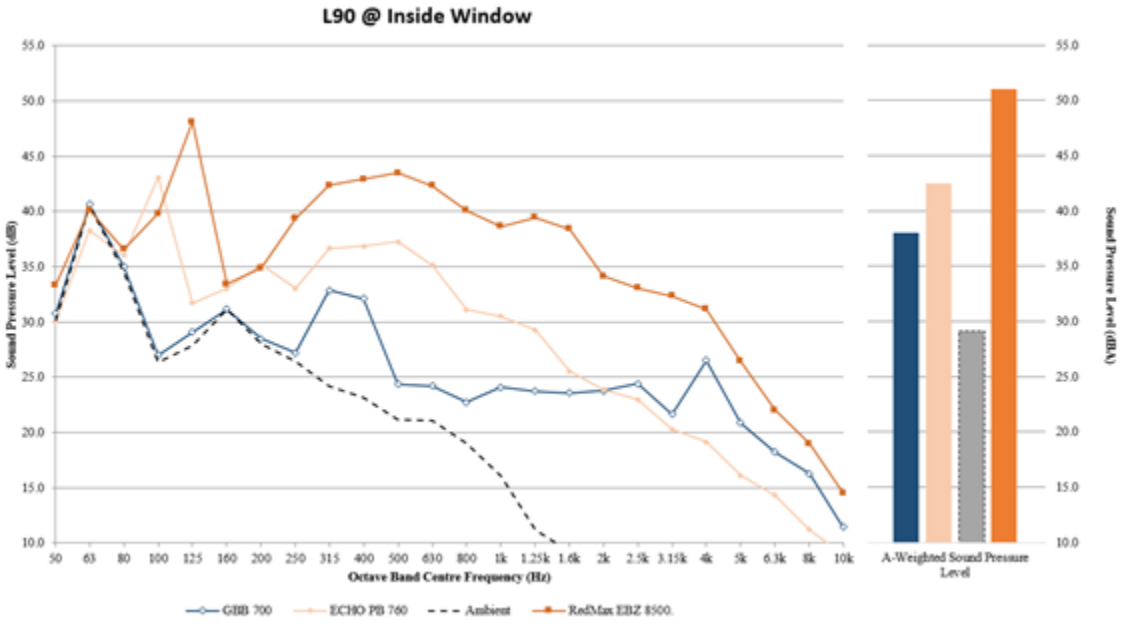
Figure 9: Audio demonstration 2 – equivalent gas and battery leaf blowers at 400 feet



4.3 Demonstration 3

Our third and final demonstration is three leaf blowers as measured inside an adjacent house (Greenworks GBB 700, Echo PB 760 and the Redmax EBZ 8500), with the leaf blowers operating at 50 feet from the windows, behind a typical insulated glass window. The audio results indicated that the two gas leaf blowers, the two orange lines in the graph below, were significantly above the battery blower in almost all frequency bands.

Figure 10: Audio demonstration 3 – gas and battery leaf blowers inside a house



5 Conclusions

Based on our measurements we conclude the following key points from our review of the results:

- The gas powered leaf blowers tested all generated more low frequency noise than the battery powered leaf blowers tested
- The low frequency noise of the gas leaf blowers transmitted over greater distances and was more readily audible over the longer 400 and 800 foot measurement distances
- The low frequency noise of the gas leaf blowers transmitted into a residential house more easily and were louder inside than the battery leaf blowers tested

6 Technical Glossary

L_{10}- The level of sound in deciBels that, for a given time period of interest, is exceeded 10 % of the time.

L_{EQ} – The equivalent continuous sound level. The preferred method to describe sound levels that vary over time, resulting in a single deciBel value which takes into account the total sound energy over the period of time of interest.

L_{50} - The level of sound in deciBels that, for a given time period of interest, is exceeded 50 % of the time.

L_{90} - The level of sound in deciBels that, for a given time period of interest, is exceeded 90 % of the time.

7 About Chris Pollock, PE

Chris Pollock, PE is an acoustical consultant with Arup with 20 years of experience measuring noise and designing buildings and spaces for acoustics on projects in the USA and around the world. He has an Honors degree in Mechanical Engineering from the University of Canterbury an is a Professional Engineer in the Commonwealth of Virginia. Chris has been published in articles in the field of acoustics in Architectural Record, contributed to the Architectural Graphic Standards and has been interviewed by various media outlets regarding acoustics and noise and serve on a number of panels and committee on topics related to acoustics and noise.

End of Written Statement

National Emissions from Lawn and Garden Equipment

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Abstract

Background: The contribution of gasoline-powered lawn and garden equipment (GLGE) to air pollutant emissions in the United States has not been extensively studied. Goal: Our goal is to provide annual US and state-level emissions estimates of volatile organic compounds (VOC): criteria pollutants (carbon monoxide [CO], nitrogen oxides [NOx], particulate matter [PM] <10 microns, including PM < 2.5 microns [PM 10, PM2.5]; and carbon dioxide (CO2) from GLGE, with a focus on 2-stroke engines. Methods: Pollutant emissions data were extracted from the Environmental Protection Agency's (EPA) 2011 and 2018 modeling platform (version 6), for GLGE (Source Code Classifications 2260004021−2265004071), and equipment population data were obtained from the EPA's nonroad model. Data were sorted by equipment type and characteristics. Aggregate and equipment-specific emissions were calculated and compared with emissions from all gasoline-fueled nonroad equipment. Results are presented as descriptive statistics. Results: In 2011, approximately 26.7 million tons of pollutants were emitted by GLGE (VOC=461,800; CO=5,793,200; NOx=68,500, PM10=20,700; CO2=20,382,400), accounting for 24%−45% of all nonroad gasoline emissions. Gasoline-powered landscape maintenance equipment (GLME; leaf blowers/vacuums, and trimmers, edgers, brush cutters) accounted for 43% of VOCs and around 50% of fine PM. Two-stroke engines were responsible for the vast majority of fine PM from GLME. State data (California, New York, Texas, Illinois, and Florida), 2018 projections, and additional comparisons are presented. Methodological issues are discussed. Conclusions: GLGE accounts for a major portion of US nonroad gasoline emissions. Two-stroke engines are an important source of VOCs and criteria pollutants.

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INTRODUCTION

Gasoline-powered lawn and garden equipment (GLGE) ranging from string trimmers to stump grinders and tractors is a source of high levels of localized emissions that includes hazardous air pollutants, criteria pollutants, and carbon dioxide (CO2).[1-4] Workers using commercial equipment are exposed when they are close to the emitting sources several hours each day, several days a week in seasons of use. Other members of the public, including children, may also be exposed to high levels of emissions from commercial landscape maintenance equipment (GLME) such as leaf blowers, trimmers, and mowers, used routinely around residential neighborhoods, schools, parks, and other public spaces. The commercial landscape maintenance industry has experienced strong growth over the last 15 years and depends largely on gasoline-powered equipment for most tasks once performed manually. These factors are raising concerns about the health impacts of GLGE emissions on workers and the public.

Extensive evidence exists on the adverse health effects of exhaust emissions and other fine particulates which include cardiovascular disease, stroke, respiratory disease, cancer, neurological conditions, premature death, and effects on prenatal development.[5-13] Short term and long term exposures are implicated. However, GLGE as a source of these emissions has received little attention. Understanding the characteristics of GLGE and GLME emissions can help estimate potential health impacts of these close-to-the-source emissions.

The goal of this study was to characterize annual emissions from GLGE at the national level and in selected states and to estimate the contribution of GLME to those emissions. Special attention is paid to 2-stroke GLME engines. The emissions contributions from the four of the five most populated states are derived from the NEI, and for California, from the emissions inventory of the California Air Resources Board (CARB).

METHODS

Study Design

The GLGE emissions analyzed are total volatile organic compounds (VOC) and individual VOCs (benzene, 1,3 butadiene, acetaldehyde, formaldehyde); criteria pollutants (carbon monoxide [CO], nitrogen oxides [NOx], particulate matter [PM] <10 microns, including PM < 2.5 microns [PM 10, PM2.5]); and carbon dioxide (CO2). Equipment pollutant data were extracted from SCC summary reports from the EPA's 2011 and 2018 modeling platform (version 6), and equipment population data were obtained from the Nonroad model. GLGE included the equipment in **TABLE 1** and identified by Source Code Classifications 2260004021−2265004071. The GLME subset is defined as leaf blowers/vacuums; trimmers/edgers/brush cutters; and mowers. Groupings of equipment, eg, leaf blowers/vacuums, were predefined by the NEI.

"All Emissions" are defined as all emissions from stationary and mobile sources, excluding biogenic and naturally occurring emissions. "All Nonroad Emissions" are defined as all emissions from the equipment types accounted for within the Nonroad model; note that this does not include emissions from commercial marine, rail, and aircraft sources. "Gasoline Nonroad Emissions" are defined as emissions from gasoline fueled equipment accounted for within the Nonroad model. National emissions were analyzed by type of equipment and engine configuration as shown in **TABLE 1**. All results are presented as descriptive statistics.

Table 1. Categorization scheme for analysis of GLGE emissions

Type of Equipment	**Engine Configuration**
GLME	
Leaf Blowers/Vacuums	2 stroke, 4 stroke
Trimmers/Edgers/Cutters	2 stroke, 4 stroke
Mowers	4 stroke
Other GLGE	
Chain Saws	2 stroke, 4 stroke
Rotary Tillers	2 stroke, 4 stroke
Snowblowers	2 stroke, 4 stroke
Turf Equipment	2 stroke, 4 stroke
Chippers/stump grinders	4 stroke
Tractors	4 stroke
Shredders	4 stroke
Other	4 stroke

Analyses

All analyses except for the 2018 projections represent 2011 estimates.

Equipment Populations

The national populations of all types of GLGE were obtained from the Nonroad model. The contribution of each type to the whole population was determined.

Contributions of All Nonroad and GLGE Sources

All Nonroad Emissions were compared to All Emissions. GLGE emissions were then calculated and compared with All Nonroad Emissions and All Emissions.

Contribution of Landscape Maintenance Equipment to GLGE Emissions

GLME emissions and their contribution to GLGE and All Nonroad Emissions were analyzed. Additional analyses were conducted to examine the relative contributions of 2-stroke GLME engine emissions.

Projected Growth of GLGE Emissions: 2011−2018

GLGE emissions projected for 2018 were obtained from the EPA's 2018 modeling platform, version 6, and compared with 2011 emissions.

GLGE Emissions in the Five Largest States

State level emissions data from the five most populated states (US Census) – California, Florida, Illinois, New York, and Texas – were extracted and analyzed. Estimates of GLGE emissions for Florida, Illinois, New York, and Texas were based on 2011 data from the EPA's 2011 modeling platform, version 6. Estimates of GLGE emission for California were based on data from the CARB's OFFROAD2007 Model and estimated for 2012. No adjustments were made for potential differences in annual emissions between 2011 and 2012 California data. The program structure of the OFFROAD2007 Model provides a general overview of the methodology used to estimate emissions from off-road sources (http://www.arb.ca.gov/msei/offroad/pubs/offroad_overview.pdf).

Each state's contribution to national GLGE Emissions was calculated and compared with its contributions to the US landscape maintenance labor force and the US population. Labor force statistics were sourced from the Bureau of Labor Statistics, May 2013 reports (www.bls.oes) and population data from the 2011 US Census.

Nonroad Air Emissions Model

EPA developed a nonroad air emissions model in the 1990s to provide estimates of emissions from most types of nonroad equipment, including construction equipment, recreational marine vessels, and lawn and garden equipment (LGE). The model is referred to simply as the "Nonroad" model, and it has been updated a number of times since its creation. Documentation for the model exists as a number of technical reports available on EPA's website (http://www.epa.gov/otaq/nonrdmdl.htm). Total emissions are determined by summing the exhaust and evaporative emission components.[14, 15] The preponderance of emissions from Nonroad equipment occurs as exhaust emissions due to the combustion of fuel. The methodologies for determining exhaust emissions are summarized below.

Exhaust Emissions from Nonroad Engines

The Nonroad model uses the following equation to calculate exhaust emissions from nonroad engines (ref: Median):

Emissions = (Pop) x (Power) x (LF) x (A) x (EF)

Where Pop = Engine population

Power = Average Power (hp)

LF = Load factor (fraction of available power)

A = Activity (hrs/yr)

EF = Emission factor (g/hp-hr)

The derivation of the default model data for each factor from the above equation is discussed below.

a. Equipment populations and average power (horsepower)

The technical report titled "Nonroad Engine Population Estimates"[16] indicates that equipment population data for most types of equipment were obtained from Power Systems Research, an independent marketing research firm, although in some instances other data source were used. Of interest for this analysis, for many LGE categories EPA used sales data obtained from equipment manufacturers during the development of its Phase 1 emission standards for small (less than 25 hp) gasoline fueled nonroad engines. This was done for the following LGE categories: lawn mowers, trimmers/edgers/brush cutters, leaf blowers/vacuums, and chainsaws. The report notes that an equipment population base year of either 1996 or 1998 was used for the LGE types.

Once estimates of equipment populations were derived, information obtained by the state of California was used to divide the equipment between the residential and commercial sectors. This step was needed because of the large difference in usage patterns between these two sectors. **TABLE 2** below contains an extract of data from Table 3 of the Nonroad Engine Population report mentioned above, and illustrates how the split between residential and commercial equipment was apportioned for a number of LGE types.

Table 2. Percentage split between residential and commercial equipment

SCC code	Application	Horsepower categories	Residential (% of equipment population)	Commercial (% of equipment population)
22xx004010 22xx004011	Lawn mowers	All	96.3	3.7
22xx004025 22xx004026	Trimmers/edgers/cutters	0-1 hp	100	0
		1-3 hp	85.3	14.7
		> 3 hp	0	100
22xx004020 22xx004021	Chainsaws	0-1 hp	100	0
		1-3 hp	97.0	3
		> 3 hp	0	100
22xx004030 22xx004031	Leaf blowers/vacuums	0-1 hp	100	0
		1-3 hp	92.5	7.5
		> 3 hp	0	100

i. Geographic allocation of residential LGE Populations (except snowblowers)

The Nonroad model uses US Census data on one and two unit housing to allocate national equipment populations to the county level. The population documentation report mentioned above notes that other variables are likely to also affect the distribution of LGE population, such as average yard size. However, no consistent, reliable data surrogates could be found to apportion the national level equipment populations based on these alternative factors, and so the model relies solely upon US Census data on one and two unit housing to allocate national LGE population data to the county level.

ii. Geographic allocation of commercial L&G Equipment Populations (except snowblowers)

The Nonroad model uses the number of employees in the landscaping services industry to disaggregate national level LGE population data to the county level. This was accomplished using data from the North American Industry Classification System (NAICS); specifically, for NAICS code 561730, landscaping services.

iii. Equipment population projections

The Nonroad model enables the user to obtain estimates of emissions for years other than the base year used for equipment populations. This is accomplished by the development of processes to handle the growth in equipment populations due to the purchase of new equipment as years pass, and adjustments made to account for the scrappage of old equipment. The reader is referred to the EPA technical reports "Nonroad Engine Growth Estimates,"[17] and "Calculation of Age Distributions in the Nonroad Model – Growth and Scrappage"[18] for further information on these topics. Both of these reports are available on the EPA website (http://www.epa.gov/otaq/nonrdmdl.htm).

b. Activity levels and load factors.

Equipment populations and horsepower levels alone are not sufficient for determining emissions from nonroad equipment; assumptions about frequency and patterns of use must also be made. The EPA report, "Median Life, Annual Activity, and Load Factor Values for Nonroad Engine Emissions Modeling"[19] describes how the Nonroad model assigns default activity levels, in hours per year, and

load factors in performing its calculations. Load factors are needed to account for the fact that equipment is not typically used at full power 100% of the time; load factors reflect that and are presented in terms of average percent of full power for the equipment as it is used. The activity levels and load factors for small (< or = to 25 hp) spark-ignition engines for many LGE types was taken from data supplied to EPA during the comment period for the regulation of these engines. **TABLE 3** below contains an extract of the default activity data, in annual hours of equipment use, and load factor data, expressed as fraction of full power, taken from Table 6 of the above mentioned report.

Table 3. Example default activity levels and load factors for LGE

Equipment type	Use	Activity level (Annual hours)	Load factor (fraction of full power)
Lawn mowers	Residential	25	0.33
	Commercial	406	0.33
Trimmers/Edgers/Cutters	Residential	9	0.91
	Commercial	137	0.91
Leaf blowers\Vacuums	Residential	10	0.94
	Commercial	282	0.94
Chainsaws	Residential	13	0.70
	Commercial	303	0.70

c. Emission factors

EPA's documentation for the source of the emission factors used within the Nonroad model are contained in the following two reports: "Exhaust and Crankcase Emission Factors for Nonroad Engine Modeling: Compression-Ignition"[20] and "Exhaust Emission Factors for Nonroad Engine Modeling: Spark-Ignition." [21] Information pertaining to LGE contained in the latter report is discussed below.

Emission factors for spark-ignition engines rated at less than 25 hp were segregated into 5 engine classes based on primary use of the engine (handheld vs. non-handheld), and engine size according to engine displacement. Beginning in 1997, engines designed for both handheld and non-handheld applications became subject to several phases of regulation geared towards reducing fuel consumption (expressed in terms of brake-specific fuel consumption [BSFC]) and producing fewer air emissions in the combustion process. **TABLE 4** below contains an extract of information from Table 1 of the Exhaust Emissions 2010 report, and shows the impact of EPA's regulation on one such class of engines: small, hand-held, gasoline fueled two-stroke engines.

Table 4: Impact of regulation on small*, hand-held, gasoline fueled two stroke engines

Engine Tech Type	HC (g/hp-hr)	CO (g/hp-hr)	NOx (g/hp-hr)	PM (g/hp-hr)	BSFC (lb/hp-hr)
Baseline	261.00	718,87	0.97	7.7	1.365
Phase 1	219.99	480.31	0.78	7.7	1.184
Phase 2 (with catalyst)	26.87	141.69	1.49	7.7	0.822

BSFC: Brake-specific fuel consumption; CO: carbon monoxide; HC: hydrocarbon; NOx: nitrogen oxides; PM: particulate matter

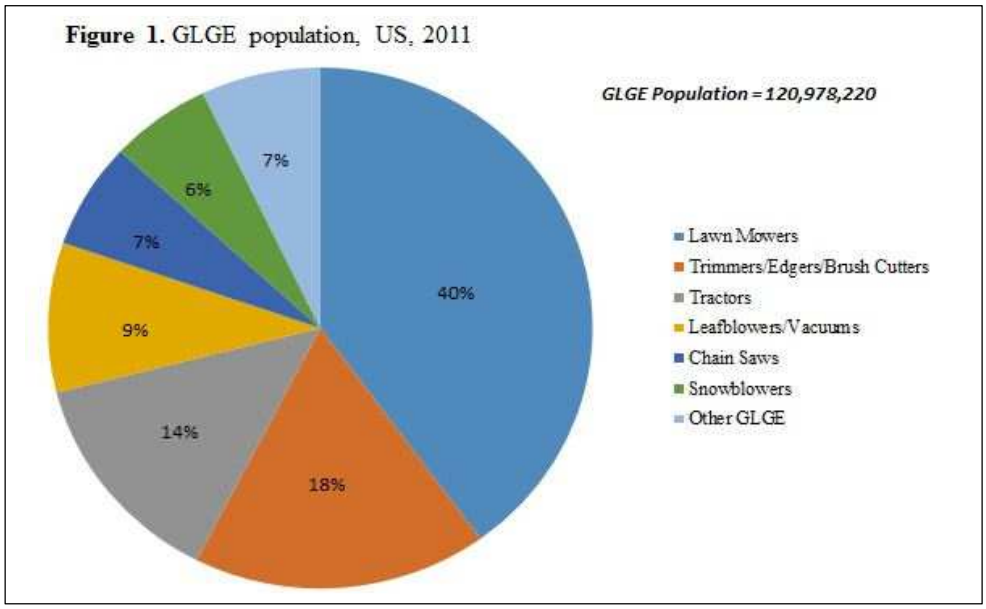
* These emission factors are for engines sized from 0 to 1 hp.

Other factors also influence the combustion related exhaust emissions from nonroad engines, such as fuel type, ambient temperature, and deterioration of equipment with age and use. The reader is referred to the EPA web-site (http://www.epa.gov/otaq/nonrdmdl.htm) for additional information on these topics.

RESULTS

Equipment Populations

Approximately 121 million pieces of GLGE are estimated to be in use in the United States (**FIGURE 1**). GLME accounts for two-thirds of all GLGE of which lawn mowers are the most numerous, followed by trimmers/edgers/ brush cutters, and then leaf blowers/vacuums. Projections from 2011 indicate a 13% increase across all equipment types after the combined effect of new equipment purchases and scrappage of old equipment are evaluated, resulting in an estimated 136 million pieces of GLGE in use by 2018.



Contribution of Nonroad Emissions to All Emissions

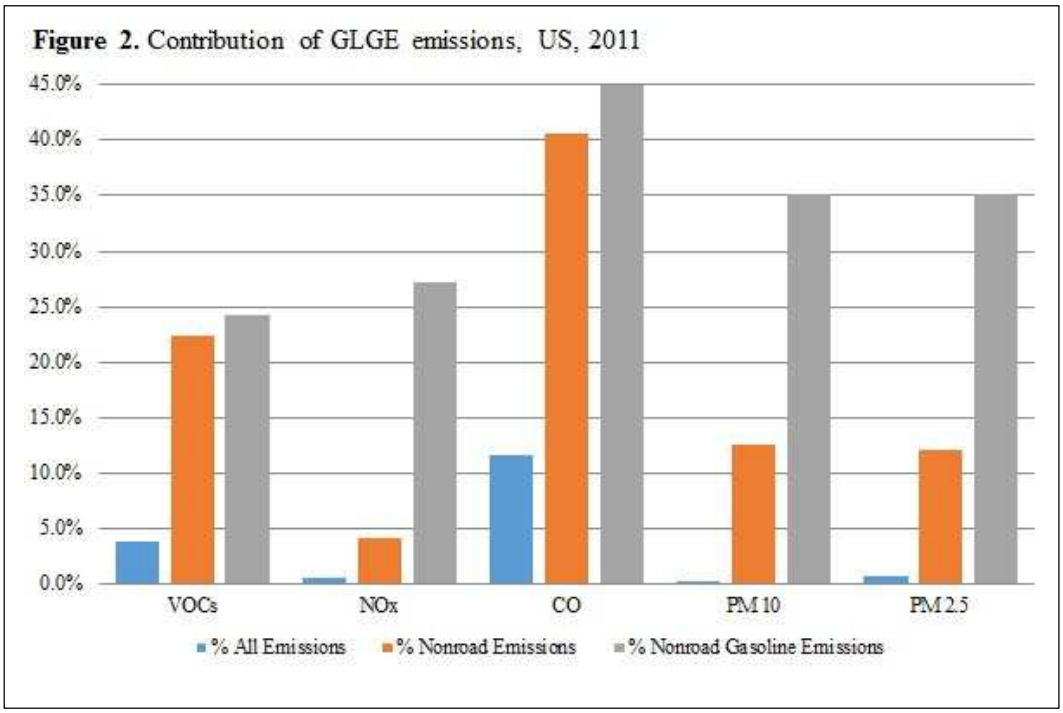
All Nonroad sources account for approximately 242 million tons of pollutants each year, accounting for 17% of all VOC emissions, 12% of NOx emissions, 29% of CO emissions, 4% of CO2 emissions, 2% of PM10 emissions, and 5% of PM2.5 emissions.

All Nonroad Emissions account for a substantial percentage of All Emissions of benzene (25%), 1,3 butadiene (22%), CO (29%), PM10 (2%), and PM2.5 (5%). Because of the relatively small contribution of GLGE CO2 to All Emissions (0.3%), it is not further considered in this report.

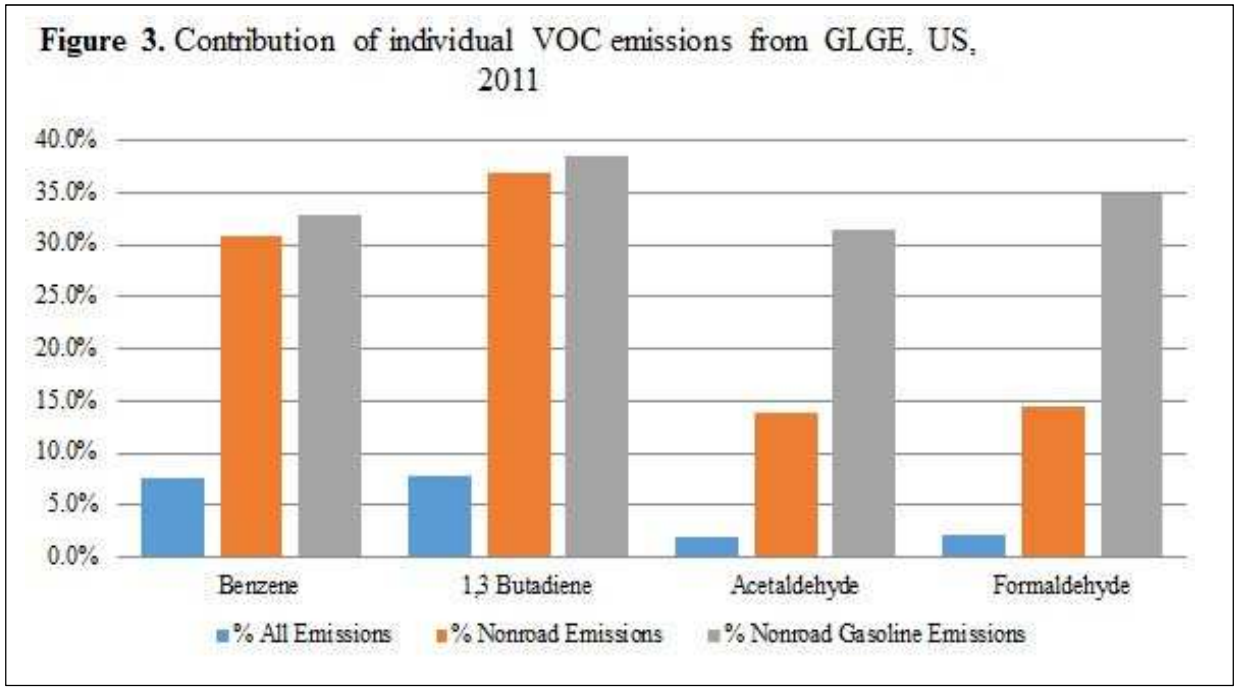
Contribution of GLGE to All Emissions and Nonroad Emissions

GLGE emitted approximately 6.3 million tons of VOCs (461,800) and criteria pollutants (CO=5,793,200; NOx=68,500, PM10=20,700 [19,000 of which is PM2.5]), and 20.4 million tons of CO2 in 2011. GLGE represented nearly 4% of All Emissions of VOCs and 12% of All Emissions of CO

(FIGURE 2). GLGE fine PM emissions constitute a fraction of a percent of All Emissions of fine PM, but is a major Nonroad source, accounting for nearly 13% of All Nonroad Emissions of fine PM and more than one-third of Gasoline Nonroad Emissions of fine PM.



Analysis of individual VOC emissions shows that GLGE contributes nearly 8% of All Emissions of both benzene and 1,3 butadiene (**FIGURE 3**). Within All Nonroad Emissions and Gasoline Nonroad Emissions, GLGE accounts for nearly one-third or more of benzene and 1,3 butadiene emissions, and also becomes a major source of aldehyde and formaldehyde emissions from Gasoline Nonroad sources.



Contribution of GLME to GLGE Emissions

Compared with the GLGE contributions of Nonroad Gasoline Emissions shown in **FIGURE 2**, contributions of VOCs and fine PM emissions from GLME are disproportionately high, and for NOx and CO, are disproportionately low (**FIGURE 4**). Small GLME engines account for more than 40% of VOC emissions and one-half of PM10 and PM2.5 emissions from GLGE. Close to 90% of fine PM emissions from GLME come from 2-stroke engines (**FIGURE 5**).

Figure 4. Contribution of GLME to GLGE emissions, US, 2011

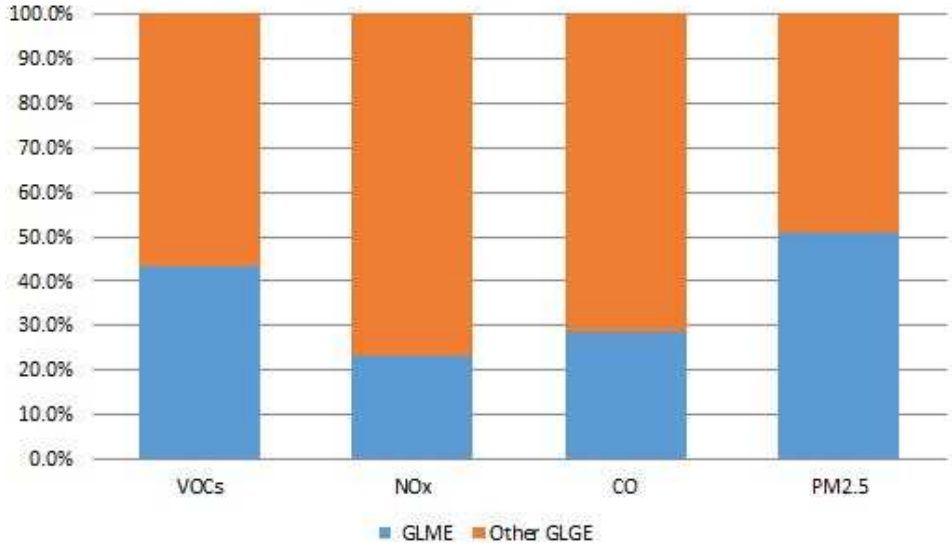
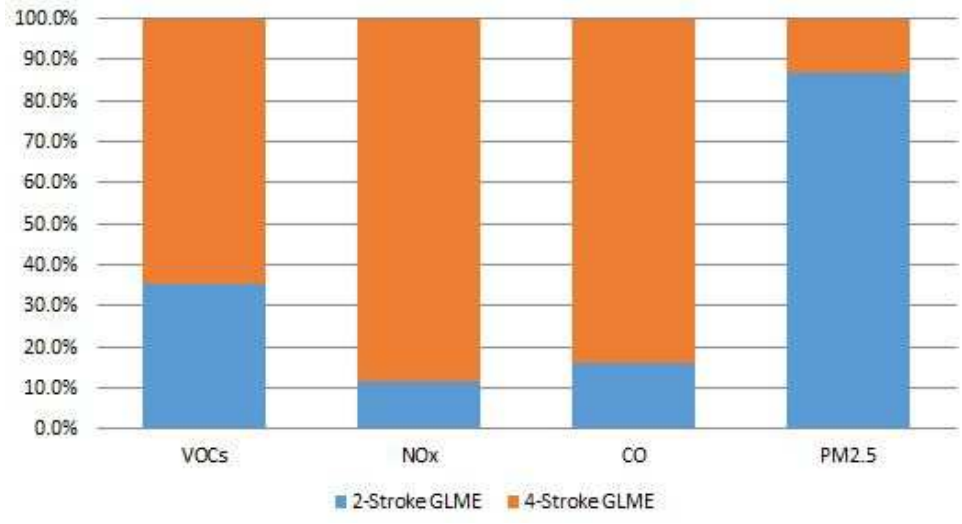


Figure 5. Contribution of 2-stroke engines to GLME emissions, US, 2011



Projected Growth of GLGE Emissions: 2011−2018

By 2018, the annual tonnage of ozone precursors, VOCs and NOx, emitted by GLGE is projected to decrease substantially from 2011, as more of the in-use fleet becomes represented by equipment built to meet EPA nonroad emission standards. CO emissions remain comparable to 2011 levels, while CO2 and fine PM emissions are projected to increase modestly.

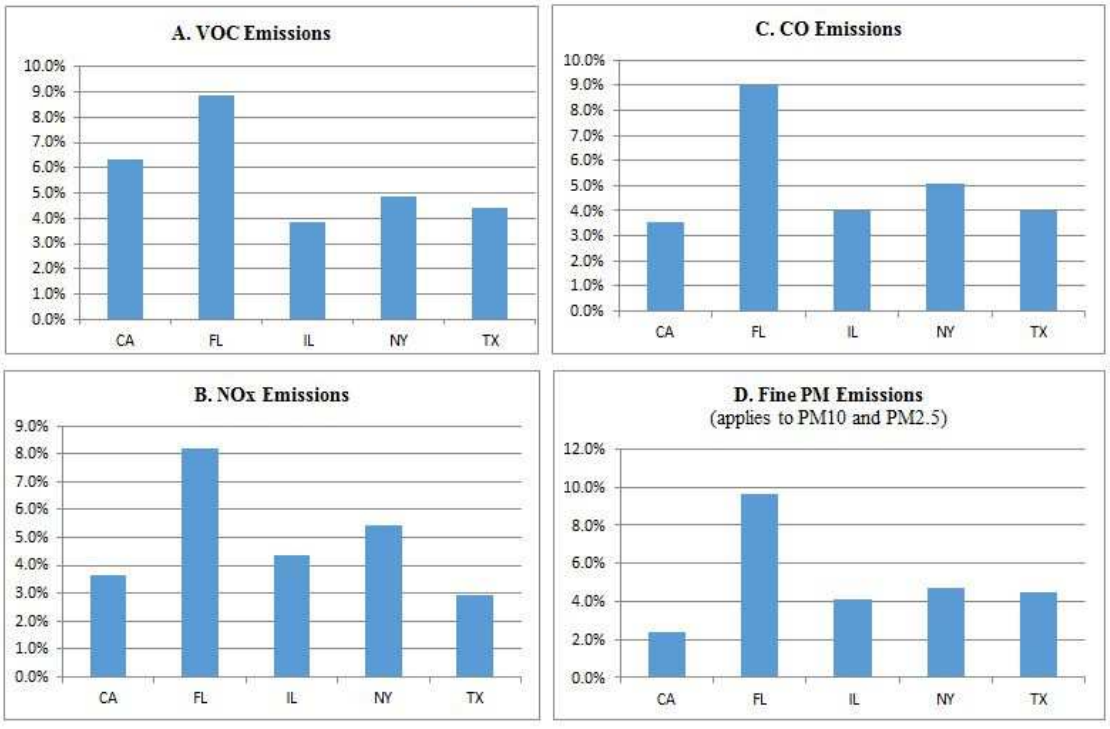
Table 5: Estimated Change in GLGE Emissions, 2018 vs 2011

Emissions	% Change
VOCs	-20.9%
NOx	-31.1%
CO	-4.9%
CO2	12.3%
PM 10	8.2%
PM 2.5	8.4%

GLGE Emissions in the Five Most Populated States

When considered together, GLGE emissions from California, Florida, Illinois, New York and Texas constitute approximately one-quarter of national GLGE emissions.

Figure 6. Emissions contributed by the 5 most populated states, US, 2011*

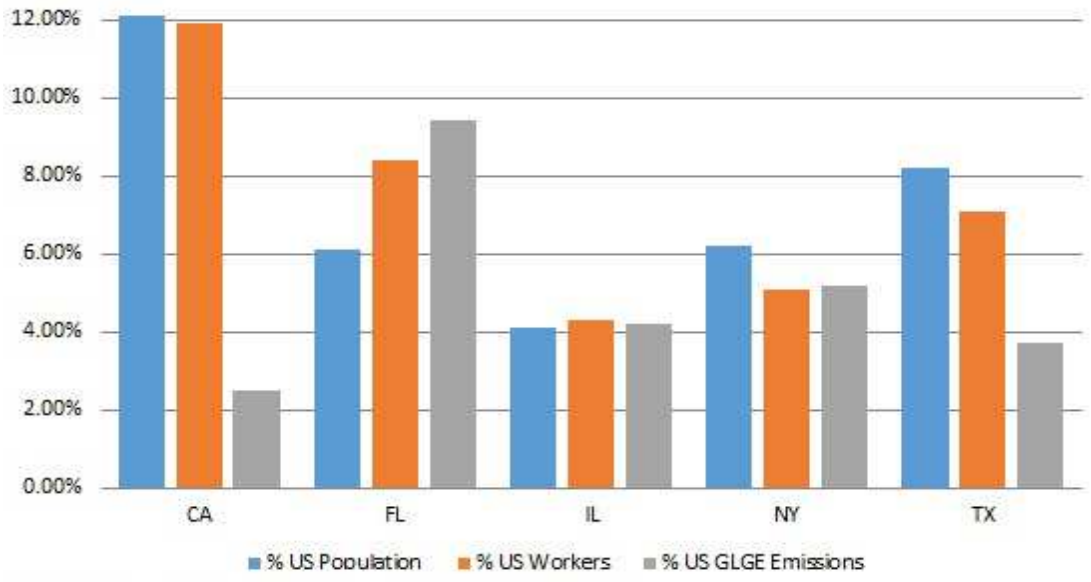


CA: California; FL: Florida; IL: Illinois; NY: New York; TX: Texas
*California data are from 2012.

Florida's GLGE emissions were 1.4 to 2.1-times higher compared with emissions in states having the next highest level of emissions in each GLGE pollutant category, and 2.2 to 4.4-times higher compared with emissions in states having the lowest level of emissions in each GLGE pollutant category (**FIGURE 6**).

For Florida, Illinois, and New York, state-specific contributions of GLGE emissions compared to the national total were relatively consistent with their contributions to the national population and the national grounds maintenance workforce. For California, its GLGE emission contribution was one-fifth that of its contribution to the national population and to the national grounds maintenance workforce. For Texas, its GLGE emission contribution was 40%−50% that of its contribution to the national population and to the national grounds maintenance workforce (**FIGURE 7**).

Figure 7. State contributions to US national population, grounds maintenance workforce, and GLGE emissions*



CA: California; FL: Florida; IL: Illinois; NY: New York; TX: Texas
*California data are from 2012 CARB estimates; all other state data are from 2011 NEI estimates.

DISCUSSION

The main findings of this study are: 1) GLGE is a prevalent source of toxic and carcinogenic emissions; 2) GLGE contributes substantially to nonroad emissions of benzene,1,3 butadiene, formaldehyde, CO, and fine PM; 3) GLME accounts for a disproportionately large share of VOC and fine PM emissions; 4) 2-stroke engines account for most fine PM emissions from GLME; 5) VOCs and NOx are projected to decrease substantially by 2018; CO emissions remain comparable to 2011 levels; and CO2 and fine PM emissions are projected to increase modestly; and 6) the GLGE emissions contributions from the the largest states are not always consistent with contributions to national population and national grounds maintenance workforce.

The large volume of emissions from GLGE found in this study is consistent with findings previously reported by the EPA[1] and from other studies.[2-4] The very substantial contribution of VOC, in particular benzene and 1,3 butadiene, deserves attention especially because of their localized nature.

While VOC emissions are expected decrease 21% on average by 2018, the rates of equipment replacement on which those projections are based are only approximated.

Adverse health effects from the GLGE emissions are well known. Benzene, 1,3 butadiene, and formaldehyde are listed among the four top ranking cancer-causing compounds.[22] They cause lymphomas, leukemias, and other types of cancer (International Agency for Research on Cancer, World Health Organization).[23, 24] Ground level ozone (formed by VOCs and NOx in the presence of sunlight) and fine PM cause or contribute to early death, heart attack, stroke, congestive heart failure, asthma, chronic obstructive pulmonary disease, and cancer.[5-11] Growing evidence suggests these pollutants also contribute to developmental and neurological disorders, including autism.[7-9, 12, 13] The mounting evidence on the dangers of short term exposure are especially concerning.[7, 9, 11]

The high levels of VOCs and fine PM from GLME are health risks for workers and other members of the public close to the emitting source. Although no studies of grounds maintenance workers were found, studies of gas station workers have shown that regular exposure to gasoline vapors can produce hematological and immunological abnormalities and elevate the risk of cancer.[25-27] In addition, children, seniors, and persons with chronic illnesses are especially vulnerable to the negative health impacts of GLME emissions.[28] Routine use of GLME in the vicinity of residential neighborhoods, schools, parks, and other public spaces may be exposing the public to unnecessary and preventable health risks. New equipment standards do not affect fine PM emissions; in fact, those emissions are expected to increase.

School buses represent another example of a close-to-emitting source in which children are subjected to increased exposure from diesel exhaust.[29] Tests of school buses found that diesel exhaust entering through the front door of the bus results in elevated levels of PM over time. When queuing, PM built up rapidly in the bus cabin when the front doors were open.

The variation in emissions levels observed among the five most populated states should be explored further. The reasons for the high emissions contribution from Florida and relatively low emissions contributions from Texas and California are not clear. Differences between CARB data and NEI data may account for some of the difference between California and other states. For example, the NEI baseline equipment population data are older compared with those of CARB. Other factors that may be involved include but are not limited to emissions estimation procedure, geographic and climate factors, regulations and their effectiveness, and efforts to promote cleaner alternatives.

This study has several limitations. Not all potentially harmful emissions were characterized; for example, polycyclic aromatic hydrocarbons. Other limitations concern the source data. Although the NEI is a comprehensive source of GLGE emissions data, the accuracy of the reported data is uncertain. Baseline equipment population data for the Nonroad model is 15−20 years old and does not account for growth of the commercial industry. This older population data supplies emission estimates to NEI, which in turn is used to create EPA's 2011 and 2018 modeling platforms. Although the residential and commercial CARB inventories and activity data are newer, they depend largely upon telephone survey data.[30, 31] Methodological weaknesses with the commercial survey data are discussed in the survey report.[31] For both data sources, the rates of replacement of older equipment by newer, cleaner equipment that meets the newer Phase 3 standards[32] can only be approximated.

CONCLUSIONS

GLGE is an important source of toxic and carcinogenic exhaust and fine particulate matter. Improved reporting and monitoring of localized GLGE emissions should be implemented. Medical and scientific organizations should increase public awareness of GLGE and GLME and identify GLGE as an important local source of dangerous air pollutants. Communities and environmental, public health, and other government agencies should create policies and programs to protect the public from GLGE air pollutants and promote non-polluting alternatives.

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LEAF BLOWER REGULATIONS REGIONAL WORKING GROUP

MUNICIPAL RESEARCH AND BEST PRACTICES SUBCOMMITTEE REPORT

AUGUST 16, 2022

Summary

The Leaf Blower Regulations Regional Working Group Municipal Research and Best Practices Subcommittee surveyed numerous Illinois municipalities to determine if and how they regulated leaf blowers (see ***Appendix A***). It was determined that most Illinois municipalities do not have ordinances that prohibit or restrict the use of gas-powered leaf blowers. However, certain municipalities including but not limited to Evanston, Kenilworth, Winnetka, and Wilmette have adopted gas-powered leaf blower regulations to reduce noise and air pollution.

The Subcommittee also surveyed municipalities nationwide to identify successful programs, policies, and best practices for the Regional Working Group to consider. We found California has several communities with gas leaf blower regulations which are highlighted in the "Best Practices" section of this memorandum, along with other noteworthy municipal attempts to limit air pollutants and reduce noise pollution.

Importantly, our research assessed the success of various regulatory and enforcement strategies used in Illinois municipalities. We found:

- Police departments are the most common enforcer of leaf blower regulations; complaints of this nature are typically treated as low priority. Other enforcement agencies include Code Enforcement, Public Works, or, in the case of Evanston, the Health Department.

- To limit noise, many communities have noise ordinances that consequently limit the hours of use of leaf blowers without completely banning their use. The following communities have noise ordinances but do not specifically include "leaf blowers" in their regulation: Barrington, Buffalo Grove, Deerfield, Elmhurst, Glen Ellyn, Glenview, Grayslake, Lake Forest, Lake Zurich, Libertyville, Lincolnshire, Mettawa, Morton Grove, Mount Prospect, Mundelein, Northbrook, Northfield, Park Ridge, Riverwoods, Skokie, and Vernon Hills.

- The following Illinois communities have partial or full bans on leaf blowers: Wilmette, Evanston, Glencoe, Winnetka, Lincolnwood, Kenilworth, and Highland Park.

Illinois Municipal Regulations

Many Illinois municipalities regulate leaf blowers indirectly through the use of noise and nuisance ordinances that effectively set the acceptable hours of operation without introducing a seasonal ban. These communities, primarily on Chicago's North Shore, have engaged in more extensive regulatory efforts.

Evanston. The City of Evanston has an ordinance that prohibits gas-powered leaf blowers between May 15th and September 30th (summer) and after the first Thursday in December until March 29th (winter). Evanston will ban all gas-powered leaf blowers starting April 1, 2023 including during the seasons listed. There are no seasonal restrictions on electric-powered leaf blowers. When leaf blowers are allowed, their use is limited to Monday through Friday from 7:00 a.m. to 9:00 p.m. and on Saturday, Sunday, and holidays from 9:00 a.m. to 5:00 p.m. The Evanston Health Department enforces their regulations through progressive discipline: a written violation letter is sent upon the first offense, a $100 fine for the second offense, a $150 fine for the third offense, a $200 fine for the fourth offense, and $250 fines for the fifth and subsequent offense(s).

Glencoe. The Village of Glencoe prohibits the use of gas-powered leaf blowers between May 15th to September 15th and from December 15th to March 15th. The ordinance restricts commercial lawn maintenance equipment use from 7:00 a.m. to 7:00 p.m. on weekdays and from 9:00 a.m. to 6:00 p.m. on Saturdays, and bans use entirely on Sundays and holidays. These restrictions do not apply to property owners conducting maintenance on their property. The Glencoe Police Department enforces these restrictions by issuing $250 fines to commercial landscape companies who are in violation, starting from the first offense (e.g. no warning).

Highland Park. The City of Highland Park prohibits the use of gas-powered leaf blowers between May 15th and October 1st, except for golf course maintenance or roof gutter cleaning (between May 15th and June 15th). When allowed, leaf blowers can be operated between 7:00 a.m. to 7:00 p.m. on weekdays and from 9:00 a.m. to 5:00 p.m. on Saturdays. The Highland Park Police Department and Community Development Department enforce this ban with fines ranging from $200 to $500.

Kenilworth. The Village of Kenilworth has a noise and leaf blower ordinance that prohibits the use of gas-powered leaf blowers between May 15th and September 30th. When allowed, leaf blowers can be operated Monday through Friday from 8:00 a.m. to 6:00 p.m. and on Saturday, Sunday, and holidays from 9:00 a.m. to 5:00 p.m. Gas or electric-powered leaf blowers must never exceed 75 decibels. The Kenilworth Police Department enforces this ordinance.

Illinois Municipal Regulations (continued)

Lincolnwood. The Village of Lincolnwood prohibits the use of gas-powered leaf blowers from May 15th to September 30th. When allowed, the leaf blower ordinance restricts use from 7:00 a.m. to 6:00 p.m. Monday through Friday; 7:00 a.m. to noon on Saturday; and bans use entirely on Sundays and holidays. The Lincolnwood Police Department and a Code Enforcement Officer issues violation notices upon the first offense and a citation upon the second offense. Fines are determined in court.

Wilmette. The Village of Wilmette introduced a ban on gas-powered leaf blowers between May 15th and September 30th beginning in 2006. The prohibition includes using an electric leaf blower powered by a portable gasoline generator, but not the use of electric leaf blowers plugged into permanently installed electrical outlets attached to a permanent structure. Exemptions to the gas-powered leaf blower ban include golf courses, public parks, Wilmette Park District property, for roof/gutter/downspout cleaning, and use in paving/repair/patching of public streets or related to asphalt seal coating on private property. Between October 1 and May 14, the Village permits the use of gasoline-powered leaf blowers, however, use is limited for to no more than 30 minutes in any three-hour period on lots of one-half acre or less. Enforcement is conducted proactively and citations are issued to the company violating the law, not individual employees. The fines for first time violators ($75) are typically waived upon providing evidence that a battery/electric-operated leaf blower has been purchased. Subsequent offenses have a fine of $150.

Winnetka. The Village of Winnetka has a nuisance ordinance that prohibits the use of gas-powered leaf blowers between June 1st and September 30th, except for golf course maintenance. From October 1st to May 31st, the use of gas-powered leaf blowers is limited to Monday through Friday from 8:00 a.m. to 7:00 p.m. and on Saturday, Sunday, and holidays from 9:00 a.m. to 6:00 p.m. The Winnetka Police Department enforces the ordinance and issues fines for $100 per offense. The fines do not escalate.

National Municipal Regulations - California

California has a history of strict air quality standards that resulted in leaf blower bans as early as the late 1970s. Some municipalities have banned both gas-powered and electric leaf blowers.

Hermosa Beach. Hermosa Beach, California directly references "leaf blowers" under "Prohibited Noises" in their noise ordinance, effectively banning leaf blowers since the early 1990s. The city issues notice to first-time violators, while the Police Department can "decide to issue a citation to the person who is caught using the leaf blower", enforcing the ban that way.

Laguna Beach. Since 1993, Laguna Beach, California has banned both gasoline-powered and electric leaf blowers. Fines are issued to users starting at $100 for the first violation, $200 for the second violation, and $500 for the third violation. Code Enforcement staff issue warnings and citations if they see someone using a leaf blower.

Santa Barbara. Santa Barbara, California has banned gas-powered leaf blowers since 1997. This ordinance is enforced through a complaint system: a District Inspector monitors an online complaint website where residents can register an online complaint as an air pollution complaint. The District Inspector determines if a complaint is a violation and can issue a citation. Every hour of violation is treated as a separate incident.

Santa Monica. Santa Monica, California bans the use of both gasoline-powered and electric leaf blowers within the city. Violators can receive citations from Code Enforcement. $500 fines are usually given to the operator of the leaf blower, but management companies, landscaping companies, or property owners can be cited. A court case in 2015 limited the scope of citations as a property owner claimed that the City could not prove that the owner knew that the leaf blower was being used on his property at the time of the citation.

In addition to municipal regulations, notably, the California Air Resources Board recently (December 2021) adopted administrative regulations that will effectively halt the sale of gas-powered leaf blowers, lawn mowers, and other landscaping equipment starting in model year 2024. Equipment manufactured prior to 2024 can continue to be legally sold and used after the effective date of these regulations.

National Municipal Regulations – Outside California

Burlington, VT. Burlington, Vermont's largest city, passed a phased-in ban that required compliance by May 2022. The ordinance bans the use of gas-powered leaf blowers from Memorial Day to Labor Day. The ordinance allows for year-round use of electric-powered leaf blowers that are below 65 decibels; when allowed, gas-powered leaf blowers must operate below 65 decibels. The use of any leaf blower is limited to Monday through Friday from 7:00 a.m. to 5:00 p.m., Saturdays from 8:00 a.m. to 5:00 p.m., and prohibited on Sundays and Holidays except for property owners from 9:30 a.m. to 5:00 p.m.

East Hampton, NY. East Hampton, New York, passed an ordinance prohibiting gas and diesel-powered leaf blowers from May 20th to September 20th. When allowed, leaf blower use is restricted to Monday through Friday from 8:00 a.m. to 6:00 p.m., Saturdays from 9:00 a.m. to 5:00 p.m., and prohibited on Sundays and Holidays except for property owners from 9:00 a.m. to 3:00 p.m. The East Hampton Town Ordinance Department enforces the ban with fines between $1,000 and $5,000 depending on the offense.

Montclair, NJ. Montclair, New Jersey passed an ordinance that restricts gas-powered leaf blower use, allowing for use only between March 15th and May 15th and between October 15th and December 15th. When allowed, leaf blower use is restricted to Monday through Friday from 9:00 a.m. to 6:00 p.m., Saturdays from 10:00 a.m. to 6:00 p.m. (8:00 p.m. for property owners), and Sundays and Holidays from 10:00 a.m. to 5:00 p.m. Additionally, the ordinance requires lawn care companies to provide safety protection for their employees. A Municipal Court Judge administers fines at their discretion; first-time violations start at $100 and recurring violators can be fined up to $2,000 and risk 90 days of community service or imprisonment.

Summit, NJ. Summit, New Jersey introduced a pilot program that temporarily banned gas-powered leaf blowers from June 1st, 2021, through August 31st, 2021. The ordinance adds on to existing use restrictions: Monday through Friday from 8:00 a.m. to 6:00 p.m. (8:00 p.m. for non-commercial use), Saturdays from 9:00 a.m. to 6:00 p.m., and on Sundays and Holidays from 9:00 a.m. to 6:00 p.m. for non-commercial use. The temporary ordinance was enforced by the Summit Police Department and/or the Department of Community Services through a progressive discipline system; first-time violators receive a notice, then incur increasing fines after subsequent violations, from $100-$500. The program/ban was not extended and there are currently only temporal restrictions on use.

Time of Day Restrictions

Community	Ord. Reference	When Prohibited	Enforcing Agency	First Offense	Subsequent Offense(s)
Wilmette, IL	Sec. 16-115(a) (nuisances)	May 15th - September 30th	Police	$80	$160
Evanston, IL	Title 8, Chapter 26	May 15th - September 30th, First Thursday in December - March 29th	City Health	Notice	$100, $150, $200, $250
Glencoe, IL	Sec. 24-38(c) (nuisances)	May 15th - September 15th, December 15th - March 15th	Police	Discretionary	Discretionary
Highland Park, IL	Sec. 95-001(O)(9) (nuisances)	May 15th - October 1st	Police, Community Development	$200-500	$200-500
Winnetka, IL	Sec. 9.16.020(21) (nuisances)	June 1st - September 30th	Police	$100	$100
Kenilworth, IL	Sec. 135-02(23) (nuisances)	May 15th - September 30th	Police	Discretionary	Up to $750
Lincolnwood, IL	Sec. 17-2-16(H) (noise)	May 15th - September 30th	Police, Code Enforcement	Notice.	Discretionary.

Time of Day Restrictions

Community	Ord. Reference	When Prohibited	Enforcing Agency	First Offense	Subsequent Offense(s)
Hermosa Beach, CA	Sec. 8.24.020(H) (noise)	Complete ban	Code Enforcement	$100	$200, $500
Laguna Beach, CA	Sec. 7.25.070(D) (noise)	Complete ban	Code Enforcement	$100	$200, $500
Santa Monica, CA	Sec. 4.08.270 (nuisances)	Complete ban	Code Enforcement	$500	$500
Santa Barbara, CA	Sec. 9.16.050 (noise)	Complete ban	Police, Santa Barbara County Air Pollution Control District	Discretionary	Discretionary
Burlington, VT	Sec. 21-14	Memorial Day (May) - Labor Day (September)	Police	$200-$500	$300-$500
East Hampton, NJ	Chapter 155	May 20th - September 20th	Town Ordinance	Up to $1,000	$1,500-$5,000
Montclair, NJ	Sec. 217-6 (noise)	May 15th - October 15th, December 15th - March 15th	Police	$100	Up to $2,000; community service; 90 days in jail
Summit, NJ	Sec. 3-8.1(b)(4) (noise)	June 1st - August 31st	Police, Community Services	Notice	$100, $250, $500

Time of Day Restrictions

Weekday Permitted Hours

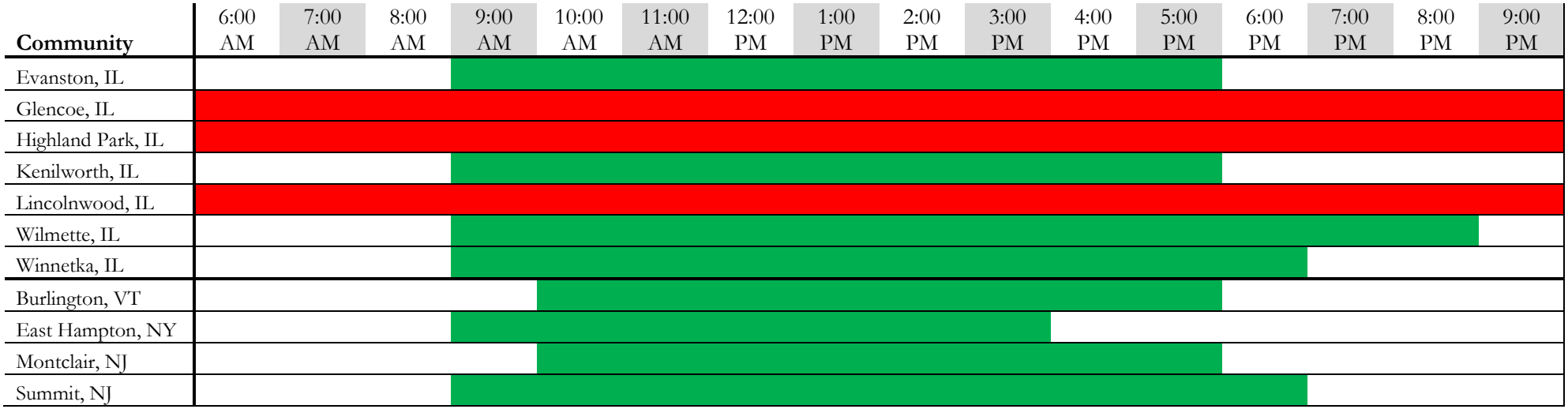
Community	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
Evanston, IL		■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Glencoe, IL		■	■	■	■	■	■	■	■	■	■	■	■	■		
Highland Park, IL		■	■	■	■	■	■	■	■	■	■	■	■	■		
Kenilworth, IL			■	■	■	■	■	■	■	■	■	■	■			
Lincolnwood, IL		■	■	■	■	■	■	■	■	■	■	■	■			
Wilmette, IL			■	■	■	■	■	■	■	■	■	■				
Winnetka, IL			■	■	■	■	■	■	■	■	■	■	■			
Burlington, VT		■	■	■	■	■	■	■	■	■	■	■				
East Hampton, NY			■	■	■	■	■	■	■	■	■	■	■			
Montclair, NJ				■	■	■	■	■	■	■	■	■	■			
Summit, NJ			■	■	■	■	■	■	■	■	■	■	■			

Saturday Permitted Hours

Community	6:00 AM	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
Evanston, IL				■	■	■	■	■	■	■	■	■				
Glencoe, IL				■	■	■	■	■	■	■	■	■	■			
Highland Park, IL				■	■	■	■	■	■	■	■	■				
Kenilworth, IL				■	■	■	■	■	■	■	■	■				
Lincolnwood, IL		■	■	■	■	■	■									
Wilmette, IL				■	■	■	■	■	■	■	■	■	■	■	■	
Winnetka, IL				■	■	■	■	■	■	■	■	■				
Burlington, VT			■	■	■	■	■	■	■	■	■	■				
East Hampton, NY				■	■	■	■	■	■	■	■	■				
Montclair, NJ					■	■	■	■	■	■	■	■	■			
Summit, NJ				■	■	■	■	■	■	■	■	■	■			

Time of Day Restrictions

Sundays & Holidays Permitted Hours (non-commercial)



APPENDIX A

Survey of Municipal Leaf-Blower Regulations (Excel Spreadsheet)

Communities	Ordinance? (Y = yes, N = no, U = unknown, P = pending)	URL to Gas Powered Leaf Blower ordinance	Enforcement Procedure	Rate your Effectiveness (1-5 scale) w/ 1 being least effective	Minutes of Regulation Discussion/Debate	Fine? (Y/N)	Fine amount?	Who is fined?	Notes
Buffalo Grove	No	N/A	N/A	N/A	No	N/A	N/A	N/A	Two people unsure when I called the village. "Leaf blowers are just like lawn mowers, so there are no restrictions."
Deerfield	No	N/A	N/A	N/A	No	N/A	N/A	N/A	No noise ordinance; no pollution ordinance. Landscapers fall under "maintenance," so they can work anytime, but the village encourages them to follow 7:30am-7pm M-F; 8:30am-5pm Saturday (called 5/14/19)
Barrington	No	N/A	N/A	N/A	No	N/A	N/A	N/A	Non-home rule community
Elmhurst	No	N/A	N/A	N/A	No	N/A	N/A	N/A	
Evanston	Noise + leaf blower ordinances	https://library.municode.com/il/evanston/codes/code_of_ordinances?nodeId=TIT8HESA_CH26LEBL	Health Department	N/A currenlty in the hiring process for position		First violation letter, but if second offense	2nd Offense $100, 3rd $150, 4th $200 5th and after $250	Person using leafblower - homeowner or worker	Prohibited May 16-Sept. 29 as well as after first Thursday in December until March 29. When allowed, M-F 7am-9pm and S/S/Holidays 9am-5pm
Glen Ellyn	Only nuisance regulation	N/A	N/A	N/A	No	N/A	N/A	N/A	Restricts the use of tools for home and lawn maintenance to between the hours of 7:00 a.m. and sunset. Arguably, a leaf blower would fall under that regulation.
Glencoe	Noise + leaf blower ordinances	http://library.amlegal.com/nxt/gateway.dll/Illinois/glencoe_il/zoningcode/articleititlean	Police Department. Generally a Community Service Officer.	2	Yes	Yes - no first warning	$250 each time	Landscaping company	Gas-powered leaf blowers permitted between March 15-May 15 and Sept. 15 - Dec. 15.
Glenview	Noise ordinance	N/A	Community Development (Code Enforcement); use construction hours; complaint-based	4	No	Yes - determined by police department	Determined by police department	Determined by police department	Noise ordinance exists.
Grayslake	No	N/A	Mostly the Police Department. Some assistance from Building and Zoning.	5	No	No	No	N/A	Police commander said if there is a nuisance complaint, abide by construction hours. Nothing explicit.
Highland Park	Leaf blower ordinance	de.com/search?stateId=13&clientId=13923&searchText=leaf%20blower&contentTypeId=CODES	Mostly the Police Department. Some assistance from Community Development..	3	No	Yes	Between $200 and $500	Landscaper company	Only electric leaf blowers allowed between May 15 and October 1 on M-F between 7am-9pm and Saturday between 9am-5pm. No leaf blowers allowed on Sundays.
La Grange	Noise ordinance only. No leaf blower prohibitions.		N/A	N/A	No				
Kenilworth	Leaf blower ordinance	https://codelibrary.amlegal.com/codes/kenilworth/latest/kenilworth_il/0-0-0-4257	Police Department	Unable to rate as 2022 will be the first year of actual enforcement.	No				Village's ban on gasoline-powered leaf blowers from May 15 - September 30. The ban includes electric leaf blowers connected to portable gasoline-powered electric generators. Until that time, residents may continue using their leaf blower between 8:00 a.m. and 6:00 p.m., Monday - Friday, and between 9:00 a.m. and 5:00 p.m.on Saturdays. Leaf blowers, regardless of power source, may not exceed 75 decibels when in use.
Lake Bluff	Noise Ordinance	https://www.stenilgcodifiers.com/codebook/index.php?book_id=805	Police Department	2	Village Board Memo and Minutes	Yes	$25-$750	Contractor or company	M-F 8am-6pm; S/S/Holidays 9am-6pm.
Lake Forest	Noise Ordinance	com/nxt/gateway.dll/Illinois/lakeforest_il/cityoflakeforestillinoiscodeofordinances?f=templates$fn=default.htm$3.0$vid=amlegal:l	Police Officer must respond (in order to potentially issue citation); ordinance allows lawn maintenance equipment 7:30am-7:30pm M-F, 8a-5:30p Sat, 10a-5pm Sun and holidays;	4 (doesn't get that many calls)	extension://efaidnbmnnnibpcajpcglclefindmkaj/viewer.html?pdfurl=https%3A%2F%2Fcms9files.revize.com%2Fcityoflakefores	Yes	$10-$750 per offense	Determined by police department when citation is written - case by case basis	M-F 7:30am-7:30pm. Sat. 8:00am-5:30pm, Sun./Holidays 10am-5pm.

Lake Zurich	Noise Ordinance	N/A				N/A	N/A	N/A	N/A
Libertyville	N/A	N/A	Code Enforcement Officer (Jack Johnson) responds; complaint-based and enforce the costruction hours of 7a-6p M-F, 8a-6p Sat, noon-6p Sun		4 No	N/A	N/A	N/A	N/A
Lincolnshire	Noise Ordinance only for contactors, not homeowners	https://www.lincolnshireil.gov/sitemedia/documents/quick_links/village-code/title-5/code0501.pdf	Police Department responds; enforcing construction hours of 7a-7p M-F, 8a-6p Sat, not allowed on Sun/holidays; will typically respond to scene and issue a warning or a compliance ticket after one/multiple warnings	5 (don't have many of these types of complaints)	No	Stop work order and potential fine - ONLY contractors will get fined, homeowners can use leafblowers whenever (outside of any noise ordinance times)	Up to $500	Homeowners never fined - contract companies may be fined depending on police decision	Permitted 7am-7pm M-F; 8am-6pm Sat.; no work Sunday or holidays.
Lincolnwood	Noise + usage ordinances	https://ecode360.com/15325372?highlight=leaf%20blower,leaf%20blowers#15325372	Police Department or Code Enforcement Officer	N/A (no recent violations and tough to enforce as currently written)	No	Speak to contractor + homeowner, give violation notice. Second offense = citation.	Judge gives fine; village suggests fine	Contractor definitely - but also perhaps homeowner (both have been cited for breaking construction ordinances in the past, just not leaf blowers)	When permitted, can be used between 7am-6pm M-F or 7am-12pm Saturday. Not permitted between May 15 and September 30
Morton Grove	Noise ordinance	N/A	Handled by Police as a noise complaint. Officers are dispatched to speak with offending party trying to reach a mutually agreeable resolution. Tickets are a last resort trying to seek voluntary compliance.	4+	No	N/A	N/A	N/A	
Mount Prospect	Noise ordinance		Handled by Community Development Department (Environmental Health) although after-hours handled by Police; need okay from neighbors to start earlier than normal construction hours	5 (no issues, barely ever comes up)	No	Unclear	Unclear	Unclear	
Mundelein	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No ordinances for any landscaping practices
Northbrook	Yes - Noise ordinance	https://library.municode.com/il/northbrook/codes/code_of_ordinances?nodeId=Chapter%2016%20%E2%80%93%20NUISANCES	Complaint-based; Police Department enforces	2.5 (Only enforced when resident calls in. Complaint will come in when leaf blower is used outside of permitted times and the police will often address complaint when leaf blower use is over)	8.19.21 EQC Packet	Yes, if person refuses to comply with citation	Up to $750/day/offense	The person holding the leaf blower	Except temporarily in the case of urgent necessity to protect public health or safety, no person shall cause or permit the operation of any blower, fan, pump, or compressor, or engine or motor which emits noise of a continuous or penetrating nature that disturbs the comfort or response of any reasonable person of ordinary sensibilities occupying residential property within the area of audibility, if the sound level exceeds 63 dBA between 10:00 pm to 7:00 am or 68 dBA between 7:00 am to 10:00 pm in residential zones.
Northfield	No	N/A	N/A	N/A	COW February and March 2021 Packets	N/A	N/A	N/A	None
Oak Park	Noise + leaf blower ordinances	https://www.oak-park.us/newsletters/mayjune-2018/help-keep-oak-park-beautiful	Public works		1 Feb 2020 and June 2021 Village Board Meetings	Yes	Determined by judge	Homeowner if homeowner is operating; landscape company if worker is operating	The use of gas-powered leaf blowers emanating more than 65 decibels or failing to meet federal emission regulations is prohibited from June through October. The ban applies to both landscapers and homeowners. Gas-powered blowers that emanate fewer than 65 decibels and meet emission standards may be used during the ban if they have been tested and approved by the Village. Cannot be used June 1-October 1. Two complaints last year and residents were more concerned with noise and ordinance does not address the issue.

Park Ridge	Noise ordinance	http://www.parkridge.us/community_preservation_and_development/default1.aspx	Police Department	N/A		Community Health Commission 1.27.2022 Minutes	Yes, after warning	Determined by police	Unclear - case by case basis	Allowed on M-F 7am-7pm; Sat 8am-5pm
Riverwoods	Noise ordinance	mlegal.com/codes/riverwoodsil/latest/river	Police Department		1	No	Yes	$75-$750	Person holding leafblower.	Allowed between M-F 7am-7pm; Saturday 8:30am-5pm
Skokie	Noise ordinance	N/A	N/A	N/A		No	No	N/A	N/A	Can be used any day of the week between 9am-8pm. If someone using outside of that time frame, can call non-emergency police. No ticket guaranteed.
Vernon Hills	Noise ordinance	de.com/il/vernon_hills/codes/code_of_ord	Police Department addresses noise complaints	N/A		No	Unclear	Unclear	Unclear	Allowed between M-F 7am-7pm; Saturday 8:30am-5pm
Wilmette	Noise + leaf blower ordinances	https://www.wilmette.com/permits/community-development/code-enforcement/leaf-	Proactice through code enforcement; police will also respond to calls for service	Two years ago, 1; Currently, 4 w/ new proactive approach		Village Board Meeting Minutes	Yes	$75 first offense; $150 second offense	Company, not employee using the tool	Between May 15 and September 30, the Village of Wilmette prohibits the use of gasoline-powered leaf blowers. Between October 1 and May 14, the Village of Wilmette permits the use of gasoline-powered leaf blowers, however use of a gasoline-powered leaf blower during that time. is limited to 30 minutes or less
Winnetka	Noise + leaf blower ordinances	https://codelibrary.amlegal.com/codes/winnetka/latest/winnetkaords-res_il/0-0-0-225269	Code Enforcement & Police Department		3	Village Council Meeting Minutes	Yes	over mulitple offenses, but the police create the fines. At least $100.	Unclear - determined by police	Oct 1 - May 31, M-F 8-7; S/S 9-6. Can't use gas between June 1 and Sept 31

Community	Noise/Leaf Blower Ordinance	Hours of Operation	Source
Arlington, MA	The use of leaf blowers (gas-powered leaf blowers used for commercial or municipal purposes) are prohibited outside the hours of operation, except in accordance with the following restrictions, which shall not apply to the use of leaf blowers to perform emergency operations or for clean-up associated with storms, hurricanes and the like. No more than one leaf blower may be used on any lot of 6,000 square feet or smaller. One additional leaf blower may be used for each additional 6,000 square feet or portion thereof comprising one lot. Leaf blowers may be used for no more than 30 minutes at a time with shut down time of 15 minutes in between operation. At no time shall any leaf blower be used in such a way as to permit the distribution of leaves, dust, or other debris beyond the vertically extended lines of the proeprty on which the leaf blower is being used. Leaf blowers shall at all times be operated at the lowest possible practical speed necessary to accomplish the task for which they are being used. As of Juune 15, 2014, or one year after the effective date of this Bylaw, whichever is later, no commercial landscaper, commercial landscape company, or other entity engaged in the business of providing home and yard repair, clean-up, and maintenance services for a fee shall use any leaf blower within the Town in the exercise of that business unless manufacturer specifies that the sound emitted from said leaf blower is no greater than 74 dB(A) at 50 feet at full throttle. The restrictions set forth herein shall not apply to homeowners and residents using leaf blowers to perform private home and yard repair, clean-up, and maintenance on residential property they own or control.	September 16th through June 14th	Title V - Regulations Upon the Use of Private Property
Aspen, CO	The use of gas powered leaf blowers in Aspen was banned by City Council in 2003 in response to numerous noise complaints and a citizen petition requesting a ban. Electric-powered leaf blowers are allowed.	N/a	City of Aspen's Noise Ordinance
Belvedere, CA	It is unlawful for any person within the City limits at any time to operate any portable machine powered with a gasoline engine used to blow leaves, dirt and other debris off sidewalks, driveways, lawns or other surfaces	N/a	City of Belvedere Noise Code
Berkeley, CA	It shall be unlawful for any person, including any City employee, to operate any portable machine powered with a gasoline engine used to blow leaves, dirt, and other debris off sidewalks, driveways, lawns, or other surfaces within the City limits. This prohibition shall be posted in all stores selling such gasoline powered machines within the City limits.	N/a	City of Berkeley Community Noise Municipal Code
Beverly Hills, CA	It shall be unlawful for any person within the City to use or operate any portable machine powered with a gasoline engine used to blow leaves, dirt, and other debris off sidewalks, driveways, lawns, or other surfaces.	N/a	City of Beverly Hills Portable Gasoline Engine Powered Blower
Boulder, CO	Lawn mowers and leaf blowers may not be operated on any private property within one hundred feet of the boundary of any residential district outside the hours of operation.	7:00 am to 9:00 pm	City of Boulder's Noise Ordinance
Brookline, MA	Gas-powered leaf blowers are prohibited, electric-powered leaf blowers are permitted during the hours of operation	8:00 am to 8:00 pm, Monday through Friday and 9:00 am to 6:00pm on Saturdays, Sundays, and legal holidays	Town of Brookline's Leaf Blower Control
Cambridge, MA	The State of Massachusetts advised residents to stay at home and limit indoor gatherings. As citizens are urged to work from home, the City Council found the reduction of noise and emissions from leaf blowers to be a public purpose that protects the public health, welfare, and environment of the City of Cambridge and its citizens. The use of leaf blowers is prohibited between March 15 and June 15 and between September 15 and December 31 in any year. All leaf blowers may be used as long as they do not exceed a decibel level of 65 dBA. While City Council members and residents have expressed opposition against gas-powered leaf blowers, the City continues to follow the current leaf blower regulation.	8:00 am to 5:00 pm from Monday through Friday. 9:00 am to 5:00 pm on Saturday. Not permitted on Sunday or holidays.	Cambridge Leaf Blowers Restrictions
Carmel, CA	The operation of a combustion engine blower for the purpose of displacing, removing or blowing any materials from or about public or private property in a manner which allows the engine to be heard on public property or causes the materials to be blown into the air in a manner which allows them to settle on public property or on private property not belonging to the same owner of the property on which the blower is being operated is declared to be a public nuisance and unlawful.	N/a	Carmel-by-the-Sea Municipal Code Combustion Engine Blowe

Claremont, CA	**Requirements for use in residential areas:** No leaf blower shall be operated for more than fifteen minutes per hour on any one parcel. No leaves or other debris shall be blown into the street, sidewalk, or beyond the parcel property line. The full blower nozzle extension shall be used for maximum efficiency and to manimize the spread of dust. When leaf blowers are used in dusty conditions, surfaces shall be moistened prior to blowing or a mister used during blowing. After leaf blower use, debris shall be disposed in trash receptacles. Leaf blowers shall be in proper working order and all manufacturer's noise and dust control equipment on the leaf blower shall remain on the blower and be in operating condition. Leaf blower users shall operate the leaf blower with the least amount of noise and at the lowest speed possible and keep use time as short as possible. Commercial leaf blower operators shall have in their possession a Claremont business license available for inspection on site. **Prohibition of leaf blowers on City property:** Use of any type of leaf blower on any City owned or maintained property is prohibited. **Leaf blower use:** Leaf blowers powered by installed line current or by battery may be used in the City subject to the provisions of this chapter not withstanding the noise standards in Chapter 16.154 of this Code. Internal combustion engine (gasoline) powered leaf blowers shall be prohibited in the City after March 1, 1991;	7:00 am to 10 pm	Claremont Municipal Code
Del Mar, CA	It is unlawful for any person to use or operate within the City, any portable machine, powered with a gasoline engine or electric motor, to blow leaves, dirt and other debris off sidewalks, driveways, lawns, and other surfaces.	N/a	Del Mar Noise Regulations
Dobbs Ferry, NY	Any person violating the leaf blower law shall be guilty of an offense punishable by a fine of $50 for the first offense and $250 for each subsequenct offense in the same calendar year. A "person" includes the owner of the property and the operator fo the leaf blower.	**Gas-powered leaf blowers:** March 15th to May 1st and September 15th to December 15th from 8:00 am until 6:00 pm on Monday through Friday and 10:00 am until 5:00 pm on Saturday, Sunday, and holidays. **Electric leaf blowers:** From 8:00 am until 6:00 pm on Monday through Friday and 10:00 am until 5:00 pm on Saturday, Sunday, and holidays.	Dobbs Ferry Noise Provisions Resolution
Evanston, IL	Before April 1, 2023, gas-powered leaf blowers may be used during the hours of operation. There are no seasonal restrictions on the use of electric leaf blowers. The use of gas-powered leaf blowers is not permitted after April 1, 2023. Electric leaf blowers may continue to be used with no seasonal restrictions. The first offense is a written warning. The second offense is a $100 fine. The third offense is a $150 fine. The fourth offense is a $200 fine. The fifth and any subsequent offenses are a $250 fine.	March 30th to May 15th and October 15th to the first Thursday in December from 9:00 am to 5:00 pm, Monday through Friday; 9:00 am to 4:00 pm on Saturday; 12:00 pm to 4:00 pm on Sunday; and prohibited on all recognized City holidays.	City of Evanston's Use of Leaf Bowers Ordinance
Foster City, CA	No person shalluse or operate a leaf blower. Leaf blowers are defined as portable equipment that is powered by a salf-contained fuel engine and used in any landscape, maintenance, construction, property repair, or property maintenance for the purpose of blowing, dispersing or redistributing dust, dirt, leaves, grass, clippings, cuttings, and trimmings from trees, shrubs or other debris. Any person who uses or operates a leaf blower in a residential zoning district or in areas bordering a residential zoning district shall use a blower nozzle extension. No material or matter blown by leaf blowers in any portion of the city shall be blown upon neighboring properties or onto any portion of the public right-of-way, including but not limited to sidewalks, streets, storm drains, or lagoon without being immediately removed.	No person shall use or operate a leaf blower in a residential zoning district or within one hundred yards of a residential zoning district before 8:00 am or after 5 pm Monday through Friday, nor prior to 9:00 am or after 5:00 pm on Saturdays or at any time on Sundays or at any time on the following holidays: New Years Day, Presidents' Day, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas.	Foster City Municipal Code: General Performance Standards: I
Farmingham, MA	All engine- or motor-powered garden or maintenance tools intended for repetitive use in residential areas, typically capable of being used by a homeowner is allowed.	7:00 am - 10:00 pm Sunday through Thursday. 8:00 am to 11:00 pm on Friday through Saturday.	Farmingham Nuisance Noise Ordinance
Hastings, NY	All leaf blowers are currently banned in Hastings from May 15 to October 15. Some exceptions apply. Leaf blowers cannot exceed the limiting noise levels set forth in the Village's performance standards code.	May 16 through October 14, 9:00 am to 5:00 pm	Hasting's Leaf Blower Law
Honolulu, HI	It i unlawful for any person to operate a leaf blower within a residential zone or within one hundred feet of a residential zone outside the hours of operation. A person may not sell, offer for sale, or operate a gas-powered leaf blower in the city. Beginning in January 1, 2023, possession by a person of a gas-powered leaf blower will be prima facie evidence that that person operates the gas-powered leaf blower. The first violation will be a $100 fine. The second violation within one year of the first violation will be $500. A fine of $1000 or forfeiture of the gas-powered leaf blower or a combination of forfeiture and a fine up to $1000 for the first of subsequent violation within one year of the first violation. Police officers enforce violations.	8:00 am to 6:00 pm pm any day except Sunday or a state or federal holiday, and between 9:00 am to 6:00 pm on Sunday or any state or federal holiday.	Honolulu Ordinance Relating to Gasoline-Powered Leaf Blowe
Houston, TX	***No ordinance for leaf blowers.*** **Residential property:** 65 dBA during daytime hours. 58 dBA during nighttime hours. **Nonresidential property:** 68 dBA at all times.	**Daytime hours:** 8:00 am to 10:00 pm. **Nighttime hours:** 10:01 pm to 7:59 am the following day.	City of Houston Noise and Sound Level Regulation
Indian Wells, CA	Indian Wells banned gas-powered blowers in 1998, except on golf courses.	N/a	You've Got Issues: Prohibit Noisy Leaf Blowers?
Key West, FL	It shall be unlawful for any person who operates a leaf blower within the City to allow any leaves, dirt, or other debris blown to enter the storm drain system. All leaves, dirt, or any other debris blown on to public property or in the public right-of-way must be cleaned up and removed.	N/a	Key West Leaf Blowers Ordinance
Laguna Beach, CA	The city of Laguna Beach banned leaf blowers (both gas and electric in 1993).	N/a	The price of a blown leaf

Lawndale, CA	The use of gasoline-powered mechanical blowers or vacuums is prohibited within the city of July 1, 1997. Mechanical blower or vacuum operations (for non-gasoline powered blowers) shall not cause debris to be blown or deposited on any adjacent or other parcel of land, lot, or public right-of-way/property other than the parcel, land, or lot upon which the mechanical blower or vacuum is being operated. Mechanical blowers or vacuums (for non-gasoline powered blowers) shall not be operated in close proximity to any operable window, door, or mechanical air-intake opening or duct of any building unless with the permission of the occupants of the	N/a	Lawndale Municipal Code: Mechanical blowers or vacuums
Los Altos, CA	Operating or permitting the operation of any lawn or garden tool (except portable gasoline engine powered blowers), or similar tools outside the hours of operation is prohibited. Portable electric powered blowers used to blow leaves, dirt and other debris off sidewalks, driveways, lawns, landscape areas or other surfaces outside of the hours of operation is considered a noise disturbance	Operation of any lawn or garden tool (except portable gasoline engine powered blowers), or similar tool: 8:00 am to 8:00 pm on Monday through Friday or between 9:00 am to 6:00 pm on Saturday and Sunday. Portable electric powered blowers can be used between 9:00 am to 5: 00 pm, seven days a week.	Los Altos: Prohibited Acts
Los Angeles, CA	No gas-powered leaf blower shall be used within 500 feet of a residence at any time. Both the user of such a blower as well as the individual who contracted for the services of the user if any, shall be subject to the requirements of and penalty provisions for this ordinance. Violation of the provisions of this subsection shall be punishable as an infraction in an amount not to exceed $100. The Lose Angeles Police Department has primary enforcement responsibility for this Ordinance.	N/a	Los Angeles Gas Powered Leaf Blower Notice
Malibu, CA	City of Malibu prohibits the use of leaf blowers, effective August 1, 2019.	N/a	Malibu Leaf Blower Notice
Mamaroneck, NY	When the use of leaf blowers is permitted, no more than one leaf blower may be operated at any time on property with an area of 5,000 square feet or less. No more than three leaf blowers shall be operated at any time on any property.	October 1 through May 14th from 8:00 am to 6:00 pm on weekdays and 100:00 am to 4:00 pm on Saturdays. Leaf blowers are prohibited on Sundays and holidays.	Mamaroneck Noise Regulation
Menlo Park, CA	Certified leaf blowers, or leaf blowers measured at 65 dB(a) or less at a distance of fifty feet by an independent laboratory per American National Standards Institute standard, as certified by the manufacturer, may be operated. Non-certified leaf blowers are prohibited. Electric blowers do not apply. Any person who uses or operates a leaf blower shall at all times use a full blower nozzel extension and earplugs. A person or entity in violation of the provisions shall be deemed guilty of an infraction and a written citation shall be issued and written notice shall be delivere or mailed to the property owner on which the violation occurred.	Mondays through Fridays from 8:00 am to 5:00 pm. Saturdays from 11 am to 3pm. Operation of leaf blowers is prohibited on Sundays, federal holidays, and on "Spare the Air" days as declared by the Bay Area Air Quality Management District.	Menlo Park Leaf Blower Ordinance
Mill Valley, CA	The use of gasoline-powered leaf blowers is prohibited by the Mill Valley Municipal Code in an effort to minimize air and noise pollution. Violators could pay as much as $500.	N/a	Mill Valley Gas Powered Leaf Blowers are Prohibited News Fla
Montclair, NJ	The Township of Montclair urges landscapers and residents to limit as much as possible their use of leaf blowers and other loud machines. The Township disseminated this message to landscapers working in the Township as broadly as possible.	March 15th through May 15th and October 15th through December 15th	Montclair Resolution Urging a Halt to the Use of Leaf Blowers
New Rochelle, NY	Leaf blowers shall not be operated outside of the dates of operation.	October 1st through May 31st on weekends between 8:00 am and 5:00 pm, on Saturdays between 10:00 am to 5:00 pm, and on Sndays between 10:00 am and 5:00 pm.	City of New Rochelle Unreasonable Noise
Oyster Bay, NY	Leaf blowers shall not be operated outside of the dates of operation.	8:00 am to 7:00 pm on weekdays and 9:00 am to 5:00 pm on weekends and national holidays.	Town of Oyster Bay Prohibited Acts - Noise
Palm Beach, FL	Leaf blowers shall not exceed a decibel level of 65 dBA as measured at 50 feet from the point of operation. It shall be unlawful to blow trash or clippings into the public street or storm drains.	May 1st until the Monday preceding Thanksgiving from 8:00 am to 5:00 pm. Prohibited on Saturdays, Sundays, and legal holidays.	Palm Beach Lawn Maintenance Ordinance
Palo Alto, CA	No person shall operate any leaf blower which does not bear an affixed manufacturer's label indicating the model number of the leaf blower and designating a noise level not in excess of sixty-five dBA when measured from a distance of 50 feet. No person shall operate any leaf blower without attachment of all mufflers and full extension tubes supplied by the manufacturer for that leaf blower. No person shall operate any leaf blower powered by an internal combustion engine within any residential zone after July 1, 2005. Commercial operators of leaf blowers are prohibited from operating any leaf blower within the city if they do not prominently display a certificate approved by the Chief of Police verifying that the operator has been trained to operate leaf blowers according to standards adopted by the Chief of Police.	**Residential zone:** Monday through Friday from 9:00 am to 5:00 pm and Saturday from 10:00 am to 4:00 pm. **Non-residential zone:** Monday through Friday from 8:00 am to 6:00 pm and Saturday from 10:00 am to 4:00 pm. Prohibited on Sundays and holidays. **Public streets, sidewalks, and parking lots in business districts and at the Municipal Golf Course:** 4:00 am to 8:00 am.	Palo Alto Noise Ordinance
Pelham, NY	Lawn maintenance equipment powered by internal-combustion engines, including, but not limited to, lawn mowers and leaf blowers, shall not be operated in the Village, except during the hours of operation.	March 15th through April 30th, inclusive, and October 15th and December 15th, inclusive, of each calender year on weekends between 8:00 am and 5:30 pm, Saturdays between 10:00 am and 5:00 pm, and Sundays and holidays between 12:00 pm and 4:00 pm.	Village of Pelham Lawn Maintenance Equipment Ordinance
Portland, OR	From March 1st through October 31st of each year, leaf blowers which are on the City's certified list of 65 dBA, or quieter, may be operated within the City of Portland. From November 1st through February 28th of each year, leaf blowers which are on the City's certified list of 70 dBA, or quieter, may be operated within the City of Portland. Leaf blowers that are on the certified list of 65 dBA, or quieter, may be operated within the City of Portland year round.	**Residential zone:** 7:00 am to 7:00 pm. **Other zones:** 7:00 am to 9:00 pm. After 9:00pm and up to 7:00 am, blower operators must meet the permitted sound levels established in the noise code and based on the specific zoning.	City of Portland Leaf Blower Regulations
Portsmouth, NH	***No ordinance for leaf blowers.*** Any provision violating the provisions of the Noise Ordinance shall be fined in an amount no exceeding $1000. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable. Complaints may be brought by the Portsmouth Police or the Building Inspector of the City of Portsmouth or his agent.	N/a	City of Portsmouth Noise Ordinance
Rye, NY	Lawn mowers, leaf blowers, and outdoor vacuum cleaners shall have a permitted intensity of 85 db(A).	8:00 am to 8:00 pm on weekdays and 10:00 am to 6:00 pm on weekends and holidays.	City of Rye Noise Ordinance

Santa Barbara, CA	No person shall operate any leaf blower (gas, electric, or battery powered) within the City. A leaf blower is defined as any motorized tool (gas, electric, or battery powered) used to propel fallen leaves and debris for removal. Infractions will be punishable by substantial fines to property owners, property and landscape management companies, individual operators, and/or water customers.	N/a	City of Santa Barabara Leaf Blower Ban
Santa Monica, CA	No person shall operate any leaf blower (gas, electric, or battery powered) within the City. Violations can be reported using cell phone or online on City website, email, or telephone. Address, date, and time of day must be reported. Code Compliance staff (Planning Dept.) will promptly follow-up on all inquries.	N/a	Santa Monica Leaf Blower Ban
Sunnyvale, CA	It is unlawful for any person to operate a leaf blower on private property in or adjacent to a residential area. Effective January 1, 2000, all leaf blowers operated in or adjacent to a residential area shall operate at or below a noise level of sixty-five dBA at a distance of fifty feet, as determined by a test conducted by the American National Standards Institute or an equivalent. The dBA rating shall be prominently displayed on the leaf blower.	8:00 am to 8:00 pm	Sunnyvale Municipal Code: Noise or Sound Level
Scottsdale, AR	No person shall use a leaf blower to blow landscape waste into the public roadway	N/a	Scottsdale Municipal Code: Blowering landscape waste
Scarsdale, NY	Effective 2021, it is unlawful for any person, firm, corporation, or other entity to operate a gasoline-powered blower in the Village outside the hours of operation. Electric or battery powered blowers are not subject to these restrictions. Commencing in 2022, and in each calendar year thereafter, it shall be unlawful for any person, firm, corporation, or other entity to operate a gasoline-powered blower in the Village during the period from January 1 through	**Calendar year 2021:** October 1st through December 31st on Mondays and Fridays, but not on federal holidays. **2022 and each calendar year thereafter:** October 1st through December 31st on Tuesday through Friday, but not on federal holidays.	Scarsdale Noise Local Law
Tampa, FL	***No ordinance for leaf blowers. Provisions in the Noise Ordinance exempt sounds from blowers.***	N/a	Tampa Noise Ordinance: Exemptions
Tiburon, CA	**Gas-powered leaf blowers:** Use prohibited in all residential areas. Use only permitted in non-residential areas during hours of operation. **Electrically-powered leaf blowers:** Permitted during residential and non-residential hours of operation.	**Gas-powered leaf blowers in a non-residential area:** 9:00 am to 4:00 pm Monday through Friday, prohibited on holidays. **Electrically-powered leaf blowers in residential areas:** 9:00 am to 4:00 pm on any day, prohibited on holidays. **Electrically-powered leaf blowers in a non-residential area:** 9:00 am to 4:00 pm Monday through Friday, prohibited on holidays.	Town of Tiburon Leaf Blower and Hedge Trimmer Regulations
Toronto, CND	No person shall emit or cause or permit the emission of sound from a power device outside of the hours of operation.	7:00 am to 7:00pm, Monday through Friday. 9:00 am to 7:00 pm on Saturdays, Sundays, and statutory holidays	Toronto Municipal Code: Noise
Vancouver, BC	A manufacturer's decal must be attached to the leaf blower that certifies it is less than 65 dBA. Noise concerns can be reported on the City's website.	**Less than 50 m from a residence:** Monday through Friday, 8:00 am to 6:00 pm; Saturday, 9:00 to 5:00 pm; prohibited on Sundays and holidays. **More than 50 m from a residence:** Monday through Friday, 7:00 am to 10:00 pm; Saturday, 7:00 am to 10:00 pm; Sundays and holidays, 10:00 am to 10:00pm.	City of Vancouver: Leaf Blowers
Westchester County, N'	Gas-powered leaf blowers are prohibited. The Police Department and Public Works Department enforce this law via warnings to first time offenders and citations to repeat offenders.	N/a	Belvedere Gas-Powered Leaf Blowers Notice
West Hollywood, CA	Gas-powered leaf blowers are prohibited. Electric leaf blowers are permitted. Noise complaint can be reported to the Department of Public Works or the Code Compliance Division.	N/a	West Hollywood Noise Code Compliance Division
White Plains, NY	The use of has-powered leaf blowers are allowed only during the Spring and Fall clean-up period. Gas-powered leaf blowers that produce a sound level greater than 70 dBA are prohibited. Simultaneously operating more than one gas-powered leaf blower on property measuring 5,000 square feet or less is prohibited. Penalty may be a fine up to $250. Violations are reported to the Department of Public Safety.	March 15th through May 15th and October 1st through December 15th. Monday through Friday from 8:00 am to 6:00 pm. Saturday, Sunday, and legal holidays from 10:00 am to 6:00 pm.	City of White Plains Leaf Blower Ordinance
Yonkers, NY	Gas-powered leaf and garden blower is permitted during the hours of operation. During times of emergency caused by storm, the Commissioner of Public Works may declare a temporary moratorium on the operations of this provision.	October 1 through May 31st	City of Yonkers Leaves, Clippings and Grass Cuttings Code
State of California	California will outlaw the sale of new gas-powered lawn mowers, leaf blowers and chain saws as early as 2024 under a new law signed by Gov. Gavin Newsom. The law requires all newly sold small-motor equipment primarily used for landscaping to be zero-emission — essentially to be battery-operated or plug-in — by that target date or as soon as the California Air Resources Board determined it is feasible. New portable gas-powered generators also must be zero-emission by 2028, which also could be delayed at the discretion of the state agency.	N/a	Los Angeles Times' Article *California moves toward ban on gas*

Seeking Volunteer Participants for Regional Leaf Blower Working Group Study on the Feasibility of Further Gas-Powered Leaf Blower Regulations

The American Green Zone Alliance (AGZA) and Quiet Communities (QC), on behalf of the Regional Leaf Blower Working Group, are conducting a study to evaluate the feasibility of extending seasonal regulations on gas-powered leaf blowers.

The study will compare the efficiency, effectiveness, and operational impacts of gas and battery electric leaf blowers during real-world Spring and Fall residential clean-ups.

Fieldwork Required

In collaboration with the Working Group, AGZA and QC are seeking homeowners willing to volunteer their properties. There is no cost to participating homeowners.

On the properties, researchers will shadow landscape workers, document runtime, fuel/power use, noise levels, timing, equipment performance, and take audio and video footage of operations.

Participation in the study will include:

- **Spring (April 2026):** One clean-up visit using either gas or battery equipment.
- **Fall (Oct 2026)**: Two clean-up visits, approximately one week apart—one using gas equipment and one using battery equipment.

Criteria for Participation:

- Located in Wilmette, Glencoe, Glenview, Highland Park, Lake Bluff, Northbrook, or Winnetka
- Total lot size of 8,000 to 16,000 square feet (approximately 0.2 to 0.4 acres)
- Have 2–4 mature trees (30 – 50 ft ideally) typical to the area such as Oak, Hickory, Maple, Elm, Cottonwood or other common types
- The homeowner aesthetic expectation should be at the highest level.
- Not located on main streets, avenues, or boulevards
- Participants should be willing to sign a consent and release agreement for videos on maintenance operations, and data collection on their property.

If you are interested in participating, please fill out the Microsoft form application accessible at: https://forms.office.com/g/ZVBePvhMzX or via the QR code.

If you have any questions or would like a non-digital application, please contact Lucy Mellen at mellenl@wilmette.com.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Diane Larson, Marketing Coordinator

Department: City Manager's Office

Title: A Resolution Approving a Professional Services Agreement with Holiday Outdoor Decor

Recommendation:
City staff recommends entering into a contract for Holiday Outdoor Decor for the 2026-2027 display at Port Clinton Square.

Policy Consideration:
In 2025, City staff was tasked with improving the holiday display at Port Clinton Square. Staff obtained quotes from a number of vendors, and after a thorough review, B&B Holiday Decorating was selected as the contractor for two primary reasons: the proposal was significantly less expensive than other quotes and the vendor did not require a multi-year lease. It is not recommended that the contract be renewed.

In early 2026, the City and Ripple Public Relations entered into a 3-year Major Event Management contract, in which Ripple would be responsible for sourcing a holiday décor vendor. The City originally budgeted $15,000 for the holiday lighting, which would include décor and entertainment. Ripple reached out to a number of vendors including Holiday Outdoor Decor, Lightville, Phillip's Interior Plants & Displays, and MDM Entertainment.

MDM Entertainment did not offer the services needed; Phillip's Interior Plants & Displays responded did not offer suitable outdoor displays; Lightville and Holiday Outdoor Decor quotes exceeded the City's $15,000 budget, and Holiday Outdoor Decor required a 3-year lease.

City staff reallocated $25,000 in funding to the 2026 Holiday Lighting for a total budget to $40,000 for décor and entertainment. Upon review and consideration, Ripple negotiated an agreement with Holiday Outdoor Decor for a one-year trial lease for $32,196.50. This proposal includes a 14' decorated and lit tree, a lit sleigh photo op, a lit archway with bench seating, and giant lighted ornaments. The proposal also includes delivery, set up, take down, and maintenance. Additionally, Holiday Outdoor Decor has agreed to customize the lighting and ornaments on the tree and archway for 2026 to red, white, and blue in commemoration of America250.

Although Lightville's costs were less, upon review, they were no longer able to work with the City. While Holiday Outdoor Decor's proposal is greater, the City would be receiving a more robust, impressive, and custom package.

Core Priorities:

Fiscal Stability

The estimated financial impact for these contracted services at the time of this memo is $32,196.50, which is included in the FY2026 budget in Business Development Activities Programming 1110107.62100. Directly contracting with the vendor for these services in 2026 allows for the City to maintain tax-exempt status for rental of these products.

Economic Development & Vibrancy

Businesses report foot traffic slowing down during the winter months. A vibrant, bold, and unique holiday display will attract shoppers and diners to the Central Business District. This display will enhance the Holiday Lighting, creating a festive and positive experience for residents and visitors alike and is in line with the desire for more Instagrammable moments to draw persons to business districts.

Attachments:

1. Resolution Approving Agreement with Holiday Outdoor Decor
2. Professional Services Agreement between City of Highland Park and Holiday Outdoor Decor

City of Highland Park

Resolution No. _____

A Resolution Approving an Agreement with Holiday Outdoor Decor for Professional Services Related to Holiday Decor in the City

WHEREAS, the City sought proposals for the provision of professional consulting services to store, deliver, install, maintain, take down, and remove holiday decor (***"Services"***) in calendar years 2026 and 2027; and

WHEREAS, the City has determined that the proposal submitted by Holiday Outdoor Decor, of Allentown, Pennsylvania (***"HOD"***), is the most appropriate for the provision of the Services; and

WHEREAS, the City and HOD desire to enter an agreement for provision of the Services by HOD (***"Agreement"***); and

WHEREAS, the City Council has determined that it will serve and be in the best interest of the City to enter into the Agreement with HOD;

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

SECTION THREE: EXECUTION OF AGREEMENT. The City Manager and the Deputy City Clerk are hereby authorized and directed to execute and attest, on behalf of the City, the Agreement with HOD upon receipt by the City Clerk of at least one original copy of the Agreement executed by HOD; 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 FOUR: EFFECTIVE DATE: This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the City Council.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

EXHIBIT A

AGREEMENT

CITY OF HIGHLAND PARK
PROFESSIONAL SERVICES AGREEMENT
FOR MOBILE STAGE AND RAMP RENTAL SERVICES

THIS AGREEMENT (***"Agreement"***) is dated as of the ____ day of _____, 2026 (***"Effective Date"***) and is by and between the **CITY OF HIGHLAND PARK**, an Illinois home rule municipal corporation (***"City"***), and **HOLIDAY OUTDOOR DECOR**, a Pennsylvania LLC (***"Consultant"***) (collectively, the ***"Parties"***).

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the City statutory and home rule powers, the Parties agree as follows:

SECTION 1. SCOPE AND PROVISION OF SERVICES.

A. Engagement of the Consultant. The City hereby engages the Consultant to provide all necessary professional consulting services to perform the work in connection with the project described as follows: provide, store, transport, maintain, set up, take down, and remove a number of leased holiday décor items and labor as more thoroughly listed in ***Exhibit A*** (collectively, the ***"Services"***).

B. Services. The Consultant has submitted to the City a description of the Services to be provided by the Consultant, a copy of which is attached as ***Exhibit A*** to this Agreement (***"Scope of Services"***). The Consultant must provide the Services pursuant to the terms and conditions of this Agreement and as described more fully in the Scope of Services.

C. Commencement; Time of Performance. The Consultant will commence the Services immediately upon receipt of written notice from the City that this Agreement has been fully executed by the Parties (***"Commencement Date"***). The Consultant will diligently and continuously prosecute the Services until the completion of the Services or the termination of this Agreement, but in no event later than January 11, 2027 (***"Time of Performance"***). The City may modify the Time of Performance at any time upon 15 days prior written notice to the Consultant. Delays caused by the City will extend the Time of Performance in equal proportion to the delay caused by the City; provided, however, that the Consultant will be responsible for completion of all work within the Time of Performance, notwithstanding any strike or other work stoppage by employees of either Consultant or of the City.

D. Reporting. The Consultant will regularly report to the City regarding the progress of the Services during the term of this Agreement.

E. Relationship of the Parties. The Consultant will act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement will be construed to: (i) create the relationship of principal and agent, employer and employee, partners, or joint venturers between the City and the Consultant; or (ii) create any relationship between the City and any subcontractor of the Consultant.

F. Information Releases. The Consultant will not issue any news releases or other public statements regarding the Services without prior approval from the City.

G. Mutual Cooperation. The City will cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with any non-

confidential information that the City may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the City in the performance of the Services to complete the Work and with any other consultants engaged by the City.

H. Compliance with Laws and Grants.

1. The Consultant will give all notices, pay all fees, and take all other actions that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required or necessary in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq*., and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. The Consultant will also comply with all conditions of any federal, state, or local grant received by City or the Consultant with respect to this Agreement or the Services.

2. The Consultant will be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with the Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part of the Services.

3. Every provision of law required by law to be inserted into this Agreement will be deemed to be inserted herein.

I. Non-Disparagement. The City and Consultant both agree that from the date on which this Agreement is executed, neither party will take any action or make any verbal or written statement related to the Agreement to: (i) the public; (ii) current, former or future employees of the City or Consultant; or (iii) any other third party, that reflects negatively on the City (including its current and former elected officials, officers, directors, attorneys, insurers, fiduciaries, agents, current and former employees and other legal representatives, and each of them, in both their official and personal capacities) or Consultant. Notwithstanding the foregoing, nothing in this Agreement precludes the City or the Consultant from providing information when otherwise required by law or restricts any First Amendment or other legal rights.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

A. Compensation. The total amount billed by the Consultant for the Services under this Agreement will not exceed $32,196.50 (***"Compensation"***), as outlined in the Scope of Services, including reimbursable expenses as identified in the Scope of Services, without the prior express written authorization of the City.

B. Invoices and Payment. The Consultant will be paid as provided in the Scope of Services. The Consultant will submit invoices to the City in an approved format for those portions of the Services performed and completed by the Consultant. The City will pay to the Consultant the amount billed in accordance with the Illinois Prompt Payment Act, 50 ILCS 505/1 *et seq.*

C. Records. The Consultant will maintain records showing actual time devoted and costs incurred, and will permit the authorized representative of the City to inspect and audit all data and

records of the Consultant for work done under this Agreement. The records required to be made available to the City under this Section 2.C will be made available at reasonable times during the term of this Agreement, and for five years after the termination of this Agreement.

D. Claim in Addition to Compensation. If the Consultant claims a right to additional compensation as a result of action taken by the City, the Consultant must provide written notice to the City of the claim within seven days after occurrence of the action, and no claim for additional compensation will be valid unless made in accordance with this Section 2.D. Any changes in the Compensation will be valid only upon written amendment pursuant to Section 10.A of this Agreement. Regardless of the decision of the City relative to a claim submitted by the Consultant, the Consultant will proceed with all of the Services required to complete the Services under this Agreement as determined by the City without interruption.

E. Taxes, Benefits, Royalties. The Compensation includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, including, without limitation, all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. The Consultant waives and releases any claim or right to claim additional compensation by reason of the payment of any tax, contribution, premium, costs, royalties, or fees.

F. Completion and Acceptance of Services. The Services, and any phase of the Services, will be considered complete on the date of final written acceptance by the City of the Services or each phase of the Services, as the case may be.

G. Additional Services. The City will not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement (***"Additional Services"***), regardless of whether the Additional Services are requested or directed by the City, except upon the prior written consent of City Manager after approval in accordance with applicable procedures.

H. No Additional Obligation. The City is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant, or with any vendor solicited or recommended by the Consultant.

SECTION 3. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The employees, officials, and personnel of the Consultant described in the Scope of Services (***"Key Project Personnel"***), if any, will be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel may not be changed without the City's prior written approval. The Consultant will notify the City as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant will have no claim for damages and may not bill the City for additional time and materials charges as the result of any portion of the Services that must be duplicated or redone due to termination or for any delay or extension of the Time of Performance as a result of any termination, reassigning, or resignation.

B. Availability of Personnel. The Consultant will provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement or in the Scope of Services.

C. Approval and Use of Subcontractors. The Consultant will perform the Services with its own personnel and under the management, supervision, and control of its own organization, unless otherwise approved by the City in writing. All subcontractors and subcontracts used by the Consultant will be acceptable to, and approved in advance by, the City. The City approval of any subcontractor or subcontract will not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract will be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" will be deemed also to refer to all subcontractors of the Consultant, and every subcontract will include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the City, then, immediately upon notice from the City, the Consultant will remove and replace the personnel or subcontractor. The Consultant will have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any removal or replacement.

SECTION 4. TERM OF AGREEMENT.

A. Term. The term of this Agreement will commence on June 30, 2026 and will terminate on January 27, 2027.

B. Termination. Notwithstanding any other provision hereof, the City may terminate this Agreement, at any time and for any reason, upon seven days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant will be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in the Scope of Services.

SECTION 5. CONFIDENTIAL INFORMATION; OWNERSHIP OF WORK PRODUCT AND DOCUMENTS.

A. Confidential Information. In the performance of this Agreement, the Consultant may have access to or receive certain information in the possession of the City that is not generally known to members of the public (***"Confidential Information"***). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kin, financial information, health records and information, maps, and all other information of a personal nature. The Consultant must not use or disclose any Confidential Information without the prior written consent of the City. If the Consultant has any doubt about the confidentiality of any information, then the Consultant must seek a determination from the City regarding the confidentiality of the information. The Consultant and all of its personnel and subcontractors must make and apply all safeguards necessary to prevent the improper use or disclosure of any Confidential Information. At the expiration or termination of this Agreement, the Consultant must promptly cease using, and must return or destroy (and certify in writing destruction of), all Confidential Information, including all copies, whether physical or in any other form, in its possession. The Consultant may not transfer to, store in, or otherwise allow work product containing Confidential Information to be located in any location, whether physical or digital, not under the control of the Consultant. If the Consultant is required, by any government authority or court of competent jurisdiction, to disclose any Confidential information, the Consultant must immediately give notice to the City with the understanding that the City will have the opportunity

to contest the process by any means available to it prior to submission of any documents to a court or other third party. The Consultant must cause all of its personnel and subcontractors to undertake and abide by the same obligations regarding Confidential Information as the Consultant.

B. Ownership. The Consultant agrees that all work product, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement will be and remain the exclusive property of the City. At the City's request, or upon termination of this Agreement, the Consultant will cause the work product to be promptly delivered to the City. Any outstanding payment obligations may not be used as a basis to withhold work product. The Consultant agrees that, to the extent permitted by law, any and all work product will exclusively be deemed "works for hire" within the meaning and purview of the United States Copyright Act, 17 U.S.C. § 101 et seq subject to the terms of this Agreement. To the extent any work product does not qualify as a "work for hire," the Consultant irrevocably grants, assigns, and transfers to the City all right, title, and interest in and to the work product in all media throughout the world in perpetuity and all intellectual property rights therein, free and clear of any liens, claims, or other encumbrances, to the fullest extent permitted by law. All intellectual property, Confidential Information, and work product will at all times be and remain the property of the City. The Consultant will execute all documents and perform all acts that the City may request in order to assist the City in perfecting or protecting its rights in and to the work product and all intellectual property rights relating to the work product. All of the foregoing items will be delivered to the City upon demand at any time and in any event, will be promptly delivered to the City upon expiration or termination of this Agreement within three days after a demand. In addition, the Consultant will return the City data in the format requested by the City. If any of the above items are lost or damaged while in the Consultant's possession, those items will be restored or replaced at the Consultant's expense.

C. Freedom of Information Act and Local Records Act. The Consultant acknowledges that this Agreement, all documents submitted to the City related to this Agreement, and records in the possession of the Consultant related to this Agreement or the Services may be a matter of public record and may be subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq*., and any other comparable state or federal laws now existing or adopted later (collectively, the ***"Disclosure Laws"***). In the event that the City requests records from the Consultant, the Consultant must promptly cooperate with the City to enable the City to meet all of its obligations under the applicable Disclosure Law. The Consultant acknowledges and agrees that the determination as to whether information in the records is exempt from disclosure or should be released to the public will be made by the City in its sole and absolute discretion.

D. Injunctive Relief. In the event of a breach or threatened breach of this Section 5, the City may suffer irreparable injury not compensable by money damages and would not have an adequate remedy at law. Accordingly, the Consultant agrees that the City will be entitled to seek immediate injunctive relief to prevent or curtail any breach, threatened or actual. The rights provided under this Section 5.D are in addition and without prejudice to any rights that the City may have in equity, by law or statute. The Consultant will fully cooperate with the City in identifying the scope of any improper use or dissemination of data protected by this Section 5 and will assist the City in any notification efforts required by law.

SECTION 6. WARRANTY.

The Consultant warrants that the Services will be performed in accordance with the highest standards of professional practice, care, skill, and diligence practiced by recognized

consulting firms or licensed and accredited professionals in performing services of a similar nature. This warranty is in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are reserved unto the City. Any of the Services required by law or by this Agreement to be performed by licensed professionals will be performed by professionals licensed by the State of Illinois to practice in the applicable professional discipline.

SECTION 7. CONSULTANT REPRESENTATIONS.

A. Ability to Perform. The Consultant represents that it is financially solvent, has the necessary financial resources, has sufficient experience and competence, and has the necessary capital, facilities, organization, and staff necessary to provide, perform, and complete the Services in accordance with this Agreement and in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

B. Authorization. The execution, delivery and performance by the Consultant of this Agreement has been duly authorized by all necessary corporate action, and does not and will not violate its organizational documents, as amended and supplemented, any of the applicable requirements of law, or constitute a breach of or default under, or require any consent under, any agreement, instrument, or document to which the Consultant is now a party or by which the Consultant is now or may become bound.

C. Company Background. The information disclosed by the Consultant regarding its corporate structure, financial condition, expertise, and experience is true and correct. The Consultant will promptly notify City in writing of any material change to or about the Consultant, including without limitation to change in ownership or control, and any change will be subject to City approval which will not be unreasonably withheld.

D. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no City employee, official, or agent has an interest in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

E. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*, or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 *et seq.* The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the City prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant will be liable to the City for all loss or damage that the City may suffer, and this Agreement will, at the City option, be null and void.

F. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

G. No Default. The Consultant is not in arrears to the City under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed the City in writing.

H. No Legal Actions Preventing Performance. As of the Effective Date, the Consultant has no knowledge of any action, suit, proceeding, claim or investigation pending or to its knowledge threatened against the Consultant in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect the Consultant's ability to perform its obligation under this Agreement.

I. Patriot Act Compliance. The Consultant represents and warrants to the City that neither the Consultant nor any of its principals, shareholders, or other employees or officials (collectively ***"Personnel"***) is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants that the Consultant and its Personnel are not directly or indirectly engaged in or facilitating transactions related to this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant must, and will, defend, indemnify, and hold harmless the City and its officials, officers, authorities, and all City elected or appointed officials, officers, employees, agents, representatives, and attorneys from and against every claim, damage, loss, risk, liability, and expense (including attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this Section 7.I.

SECTION 8. INDEMNIFICATION; INSURANCE; NO PERSONAL LIABILITY.

A. Indemnification. The Consultant agrees to, and does hereby, hold harmless and indemnify the City and all City elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from any and all claims that may be asserted at any time against any of those parties in connection with this Agreement or the Consultant's performance, or failure to perform, all or any part of the Services; provided, however, that this indemnity does not, and will not, apply to willful misconduct or gross negligence on the part of the City.

B. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant will provide certificates of insurance, all with coverages and limits acceptable to the City, and the Consultant must provide certificates of insurance, endorsements, and insurance policies acceptable to the City and including at least the minimum insurance coverage and limits set forth in **Exhibit B** to this Agreement. For good cause shown by the Consultant, the City may extend the time for submission of the required certificates, endorsements, and policies and may impose deadlines or other terms to assure compliance with this Section 8.B. Each certificate and endorsement must be in a form acceptable to the City and from a company with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Each insurance policy must provide that no change, modification, or cancellation of any insurance will become effective until the expiration of 30 days after written notice of the change, modification in, or cancellation will have been given by the insurance company to the City (10 days' written notice

in the event of cancelation due to the Consultant's non-payment of premium). The Consultant must maintain and keep in force, at all times during the term of this Agreement and at the Consultant's expense, the insurance coverage provided in this Section 8.B and **Exhibit B**, including without limitation at all times while correcting any failure to meet the warranty requirements of Section 6 of this Agreement.

C. No Personal Liability. No elected or appointed official, or employee of the City will be personally liable, in law or in contract, to the Consultant as the result of the execution and performance of this Agreement.

SECTION 9. DEFAULT.

A. Default. If the City determines that the Consultant has failed or refused to properly undertake the Services with diligence, or has delayed in the undertaking of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement (***"Event of Default"***), and fails to cure any the Event of Default within ten days after the Consultant's receipt of written notice of the Event of Default from the City, then the City will have the right, notwithstanding the availability of other remedies provided by law or equity, to pursue any one or more of the remedies provided for under Section 9.B of this Agreement.

B. Remedies. In case of any Event of Default, the City may pursue the following remedies:

1. Cure by the Consultant. The City may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement;

2. Termination of Agreement. The City may terminate this Agreement and, notwithstanding anything in Section 3.C. of this Agreement, the City will not have any liability for further payment of amounts due or to become due under this Agreement;

3. Withholding of Payment. The City may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the City as the result of any Event of Default by the Consultant or as a result of actions taken by the City in response to any Event of Default by the Consultant.

SECTION 10. GENERAL PROVISIONS.

A. Amendment. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. Neither Party may assign their rights or obligations under this Agreement without the prior written consent of the other party.

C. City Actions, Consents, and Approvals. Any action, consent, or approval needed to be taken or given under this Agreement by the City may only be performed by the City Manager or their designee, to the extent provided for by law.

D. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

E. Notice. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 10.E, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

Notices to the City will be addressed to, and delivered at, the following address:

City of Highland Park
1707 St. Johns Avenue
Highland Park, Illinois 60035
Attention: City Manager
E-mail: gneukirch@cityhpil.com

With a copy to:

Elrod Friedman LLP
350 N. Clark Street, Second Floor
Chicago, Illinois 60654
Attention: Steven M. Elrod, Corporation Counsel
E-mail: steven.elrod@elrodfriedman.com

Notices to the Consultant will be addressed to, and delivered at, the following address:

Holiday Outdoor Decor
114-C Kirkland Circle
Oswego, IL 60543
Attention: Robb Tweedy
Email: rtweedy@holidayoutdoordecor.com

F. Third Party Beneficiary. The provisions of this Agreement are and will be for the benefit of the Consultant and City only and are not for the benefit of any third party, and accordingly, no third party has the right to enforce the provisions of this Agreement. The City will not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the City, without the knowledge and approval of the Corporate Authorities.

G. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the City will have the

right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated, or (ii) the entire agreement is invalid, void, and unenforceable.

H. Time of the Essence. Time is of the essence in the performance of this Agreement.

I. Governing Laws. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

J. Venue. Exclusive jurisdiction with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement will be in the Circuit Court of Lake County, Illinois or, where applicable, in the federal court for the Northern District of Illinois. The Parties waive their respective right to transfer or change the venue of any litigation filed in the Circuit Court of Lake County, Illinois.

K. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the City and the Consultant with respect to the Scope of Services and the Services.

L. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

M. Exhibits. Exhibits A and **B** attached to this Agreement are, incorporated in and made a part of this Agreement. In the event of a conflict between any Exhibit and the text of this Agreement, the text of this Agreement will control.

N. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

O. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent must be in writing.

P. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted the various provisions of this Agreement. Every provision of this Agreement will be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. Any rule or construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

Q. Survival. The provisions of Sections 2.C, 5, and 8 will survive the termination or expiration of the Agreement.

R. Calendar Days; Calculation of Time Periods. Unless otherwise specific in this Agreement, any reference to days in this Agreement will be construed to be calendar days. Unless otherwise specified, in computing any period of time described in this Agreement, the day of the

act or event on which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless the last day is a Saturday, Sunday or legal holiday under the laws of the State in which the Property is located, in which event the period will run until the end of the next day which is neither a Saturday, Sunday or legal holiday. The final day of any period will be deemed to end at 5:00 p.m., Central time.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, is deemed to be an original, but all of which together will constitute one and the same instrument.

ATTEST:

CITY OF HIGHLAND PARK

By: _____
Ashley Palbitska, Deputy City Clerk

By: _____
Ghida Neukirch, City Manager

ATTEST:

CONSULTANT

By: _____

Title: _____

By: _____

Its: _____

EXHIBIT A

SCOPE OF SERVICES

QUOTE

From Moments to Memories -
American Craftsmanship in Every Space

Company Address	PO Box 4365 Bethlehem, Pennsylvania 18018 United States	Created Date	5/28/2026
		Expiration Date	5/31/2026
		Quote Number	00027376

If products are made to order, a deposit is required upon acceptance of this quote. The deposit percentage is listed below. Note: Sales tax (if applicable) is excluded from the deposit invoice and will be billed with the final product shipment.

Deposit	50%

Prepared By	Robb Tweedy	Bill to Phone	847-926-1000
Phone	(630) 851-3988	Email	gneukirch@cityhpil.com
Email	rtweedy@holidayoutdoordecor.com		

Address Confirmation Required: Please verify all information below.

Account Name	Highland Park, City of	Ship To Name	Robb Tweedy
Bill To Name	Ghida Neukirch	Ship To Phone	630-851-3988
Bill To	1707 Saint Johns Ave Highland Park, Illinois 60035 United States	Ship To	114-C Kirkland Circle Oswego, Illinois 60543 United States

Product Code	Product	Product Line Description	Line Item Description	Price	Quantity	Total Price
T-14P-WW-V3	14' Panel Tree Warm White LED - Version 3	14' PANEL TREE WITH 8' BASE. WARM WHITE C7. LED. - VERSION 3	1-year Lease (TRIAL) - shown in rendering 1 and 2	$2,320.50	1.00	$2,320.50
TO-14P-WF-CD	Ornament Package for 14' Panel Tree, Winter Feast Colors	Includes: Blue and Silver Ornaments in finishes Shiny and Matte, sizes 4" & 6". Total 220	1-year trial lease - Other ornament package options available	$938.50	1.00	$938.50
DS-4-POWGS	Wizz Golden Sled with Garland Display	Wizz Golden Sled with Garland Display 3.9 x 7.5	1 year Lease Trial	$4,160.00	1.00	$4,160.00

Account Terms NET 30 DAYS

- 20% Restocking fee and shipping on all returns
- No returns without proper authorization
- 4% Credit Card payments fee
- Custom Items are NOT returnable
- After Account Terms due date, a monthly interest charge of 1.5% will be added on past due accounts (18% APR)

QUOTE ACCEPTANCE INFORMATION

Signature:_____

Name:_____

Title:_____

- **Please refer to our Terms and Conditions, here or at https://holidayoutdoordecor.com/terms-conditions/**

QUOTE

From Moments to Memories -
American Craftsmanship in Every Space

DS-16-RPA	RecyPrint Archway Base - Aluminum frame and geometric pattern print	RecyPrint Archway Base - Aluminum frame and geometric pattern print with Cool White flash LED (add arch kit for styling) 16.4 x 11.31	1 year Lease Trial	$8,745.00	1.00	$8,745.00
DS-16-RPAK-W	RecyPrint Arch Winter Kit	RecyPrint Arch Winter Kit - add-on for RecyPrint Archway Base	1 year Lease Trial	$2,972.50	1.00	$2,972.50
DS-5-GDOM	Golden Ornament Ground Display	Golden Ornament Ground Mount, 4.9' H x 3.9' W x 1' D, 46lbs	1 year Lease Trial	$1,655.00	2.00	$3,310.00
INSTALLATION	White Glove Premium Package	Labor & Equipment - Installation, Removal, Storage & Maintenance	Installation - Before 11/16 - Take Down - Approximately 1/11	$7,000.00	1.00	$7,000.00
SHIPPING	SHIPPING		estimated package shipping costs.	$2,750.00	1.00	$2,750.00

- Applicable Sales Tax will be added to Final Invoice
- All shipping is estimated at time of order. Actual shipping costs may vary.
- Invoices will be sent out as soon as purchased product ships. This includes, both direct to customer or to an HOD warehouse prior to installation.
- Trade Tariff Surcharge: A flat rate surcharge of 2.1% is applied to this order to offset increased government import tariffs. This rate has been standardized to minimize price volatility. This surcharge is subject to change based on federal policy updates.

Subtotal	$32,196.50
Total Price	$32,196.50
Grand Total	$32,196.50

Account Terms NET 30 DAYS

- 20% Restocking fee and shipping on all returns
- No returns without proper authorization
- 4% Credit Card payments fee
- Custom Items are NOT returnable
- After Account Terms due date, a monthly interest charge of 1.5% will be added on past due accounts (18% APR)

QUOTE ACCEPTANCE INFORMATION

Signature:_____

Name:_____

Title:_____

- **Please refer to our Terms and Conditions, here or at https://holidayoutdoordecor.com/terms-conditions/**

EXHIBIT B

INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Insurance will evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for vehicles owned, non-owned, or rented.

All employees will be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

$2,000,000 Bodily Injury and Property Damage Combined Single Limit

Coverage is to be written on an "occurrence" basis.

Coverages will include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of this Agreement)

D. Professional Liability Insurance. With a limit of liability of not less than $1,000,000 per occurrence and $2,000,000 in the aggregate and covering the Consultant against all sums that the Consultant may be obligated to pay on account of any liability arising out of this Agreement.

E. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis so that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover the loss.

F. Owner as Additional Insured. City will be named as an Additional Insured on all policies except for:

Worker's Compensation

Professional Liability

Each additional Insured endorsement will identify City as follows: City of Highland Park including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, the Consultants, and representatives.

G. Other Parties as Additional Insureds. In addition to City, the following parties will be named as additional insured on the following policies:

Additional Insured	Policy or Policies

GEOGRAPHIC INFORMATION SYSTEMS TECHNOLOGY RIDER

The City has developed digital map information through Geographic Information Systems Technology (***"GIS Data"***) concerning the real property located within the City. If requested to do so by the Consultant, the City agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. **Limited Access to GIS Data.** The GIS Data provided by the City will be limited to the scope of the Work that the Consultant is to provide for the City;

2. **Purpose of GIS Data. The Consultant** will limit its use of the GIS Data to its intended purpose of furtherance of the Work; and

3. **Agreement with Respect to GIS Data.**

a. **Trade Secrets of the City.** The GIS Data constitutes proprietary materials and trade secrets of the City and is the property of the City;

b. **Consent of City Required.** The Consultant may not provide or make available the GIS Data in any form to anyone without the prior written consent of the City.

c. **Supply to City.** At the request of the City, the Consultant will provide the City with all information that has been developed by the Consultant based on the GIS Data;

d. **No Guarantee of Accuracy.** The City makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use of the GIS Data; and

e. **Discontinuation of Use.** At the time as the Services have been completed to the satisfaction of the City, the Consultant will cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the City will be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Corey Cohn, Business Development Specialist

Department: City Manager's Office

Title: A Resolution entering into an Exterior Improvement Grant for Reich Family Kitchens LLC d/b/a Terry's Toffee (1853 Second Street)

Recommendation:
Staff recommends approving funding from the Exterior Improvement Grant Program, not to exceed $868.50, for Reich Family Kitchens LLC d/b/a Terry's Toffee at 1853 Second Street.

Policy Consideration:
Background
In recognition of the importance of independent merchants to the City's vibrancy and tax base, the Exterior Improvement Program Grant (EIP), effective January 1, 2024, encourages the improvement and revitalization of the visible exterior appearance of existing buildings. A copy of the completed application is on file in the City Manager's Office. While this business is eligible to utilize City owned outdoor dining infrastructure purchased as part of the Second Street renovation project in 2024 they are choosing to purchase Adirondack style furniture which they feel is more in concert with their offerings of both sweet toffee treats and gelatos.

Eligible Improvements

- Purchasing outdoor dining furniture and décor

Program Requirements and Required Documentation Received

- The property owner's written consent on the application form to implement the improvements and participate in the program.
- Photos of the existing façade with a diagram outlining the scope of the area to be repaired.
- Itemized costs for the proposed project.

Cost Estimates
The applicant provided two cost proposals for both of the eligible improvements. The applicant intends to select the quote with the lowest bid at a total cost of $1,737.00. The grant request of $868.50 is in accordance with the City's current ordinance, as it does not exceed the maximum cap of $20,000 or 50% of the total eligible improvements.

Eligibility
Reich Family Kitchens LLC d/b/a Terry's Toffee has met all program requirements per Chapter 107 of "The Highland Park Code of 1968". The application is eligible for consideration of a grant. Staff confirmed that this business generates sales tax as the program requires. Council action on this item constitutes approval of funding through the EIP contingent on the applicant receiving all necessary permit approvals separate from this application and the submittal of paid invoices.

Core Priorities:

Fiscal Stability
Reich Family Kitchens LLC d/b/a Terry's Toffee is eligible for a grant up to $868.50. Funds for the Exterior Improvement Grant Program are budgeted in FY2026 in account 1110107.62100 *Business Development Programs & Events*.

Economic Development
The Exterior Improvement Grant directly contributes to economic development by lowering the financial barrier for property owners and sales tax-producing businesses to make necessary improvements and aesthetic upgrades. Through the use of this incentive program, the City effectively leverages public funds to stimulate greater private investment in commercial real estate improvements. A higher-quality, more modern physical environment helps local sales-tax-generating businesses become more competitive and ensures their long-term retention. Outdoor dining furniture and enhanced decor provide for easy recognition and identification of new and existing businesses, as well as increased seating capacity to serve patrons.

Vibrancy

The Grant Program significantly boosts community vibrancy by directly improving the overall aesthetic of commercial business districts and enhancing placemaking in the community. Enhanced outdoor dining furniture and decor can create a welcoming and visually appealing environment, transforming commercial areas into vibrant destinations. This increased foot traffic and public engagement in the business districts are key indicators of a thriving and dynamic community life.

Attachments:
1. DRAFT Resolution - Terry's Toffee
2. Existing Facade - Terry's Toffee
3. Rendering - Terry's Toffee

CITY OF HIGHLAND PARK

RESOLUTION NO. R2026-_____

A RESOLUTION APPROVING AN EXTERIOR IMPROVEMENT GRANT FOR REICH FAMILY KITCHENS LLC D/B/A TERRY'S TOFFEE

WHEREAS, the City of Highland Park (***"City"***) recognizes the importance of independent merchants to the City's vibrancy, quality of life, and tax base; and

WHEREAS, Chapter 107 of "The Highland Park Code of 1968", as amended (***"City Code"***), establishes the City's Exterior Improvement Program, through which the City provides financial assistance to sales tax generating businesses and property owners to improve the appearance and image of business properties; and

WHEREAS, the City has designated funds in the City's FY2026 budget to approve Exterior Improvement Program grants (***"EIP Grants"***); and

WHEREAS, Angie Bolich (***"Applicant"***) is the business manager of Family Reich Kitchens LLC d/b/a Terry's Toffee, located at the address commonly known as 1853 Second Street (***"Property"***); and

WHEREAS, the Applicant has submitted an application for an EIP Grant from the City to improve the exterior of the Property (***"Approved Eligible Improvements"***); and

WHEREAS, the City Manager has determined that the Applicant qualifies for an EIP Grant and has recommended issuance of an EIP Grant to the Applicant; and

WHEREAS, the City Council has determined that it will serve and be in the best interest of the City to award an EIP Grant to the Applicant in accordance with, and subject to, the conditions, restrictions, and provisions of this Resolution;

NOW THEREFORE, BE IT RESOLVED 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 Resolution as findings of the City Council.

SECTION TWO: APPROVAL OF EIP GRANT. Subject to, and contingent upon, the condition set forth in Section Three of this Resolution, the City Council hereby approves the issuance of an EIP Grant to the Applicant in an amount not to exceed 50% of the cost of the Approved Eligible Improvements and up to a maximum of $868.50, in accordance with, and pursuant to, Section 107.006(C) of the City Code and the home rule powers of the City.

SECTION THREE: CONDITIONS. The approval granted in Section Two of this Resolution is hereby expressly subject to and contingent upon the compliance by the Applicant with the following conditions:

A. Completion of Construction. The Applicant must complete construction of the Approved Eligible Improvements within 120 days after the effective date of this Resolution; and

B. **Prevailing Wages.** The Applicant must comply, and will cause all contractors constructing the Approved Eligible Improvements to comply, with the Illinois Prevailing Wage Act (820 ILCS 130/0.01 *et seq*.), as it may be applicable.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the City Council.

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk


Highland Park
STRONG
TERRYS
TOFFEE
Gelato


Heartland Park.
STRONG
TERRYSE
TOFFEE
WWW.TERRYSETOFFEE.COM
· COFFEE · TEA · COCOA ·
We Carry
Cappuccino,
Espresso,
Lattes

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Corey Cohn, Business Development Specialist

Department: City Manager's Office

Title: A Resolution Approving the Renewal of a Concession Agreement with Complimentary Café Co Founders 2, LLC for the Highland Park Metra Station

Recommendation:
Staff recommends renewal of the Concession Agreement with Complimentary Café Co Founders 2, LLC for continued concessionaire services at the Highland Park Metra Station.

Policy Consideration:
In April 2025, City staff issued a request for proposals for a concession vendor at Highland Park Metra Station (1707 St. Johns Avenue). Three proposals were submitted and evaluated. Complimentary Café Co. was selected and entered into a Concession Agreement for an initial twelve-month lease period beginning in July 2025 with options for renewal. The owner has requested to renew the agreement for an additional 24-month term, extending it through June 30, 2028.

Complimentary Café Co. is a small business with an established location in Skokie. Prior to agreeing to the initial twelve-month lease, the previous owner had collaborated with the City's Business Development Team to explore expanding into Highland Park. Their operations at the Metra station allow them to test the local market and evaluate the potential for a long-term presence. The concessionaire offers a variety of coffee, tea, non-alcoholic beverages, and grab-and-go breakfast items. The company emphasizes a community-oriented atmosphere, high-quality service, and charitable giving, with 5% of profits donated to local causes. Since opening, Complimentary Café Co. has updated signage and is planning further interior improvements to enhance the customer experience.

Following the unexpected passing of primary officer and owner Riyaz Ali, his brother and business partner, Imad Ali, has assumed the role of primary officer. Imad is in good standing with all business licenses and has worked with the City Staff to present a business plan focused on maximizing revenue and expanding operations. Plans include attracting Ravinia Festival riders waiting for the Pace Bus and broadening offerings during afternoon rush hour.

The agreement includes a monthly lease rate of $450 and consistent weekly hours starting at 5 AM, with flexibility to remain open as late as 7 PM to accommodate increased traffic during special events.

The concessionaire operating at the Metra Station aims to continue to serve commuters, residents, and visitors. According to Metra representatives, weekday morning boarding at the station averaged approximately 690 people prior to COVID-19, with recent reports indicating ridership is at 61% of pre-pandemic levels and rising. Allowing flexible hours as the business adapts to commuter patterns supports the City's goal of encouraging and sustaining new businesses.

Core Priorities:

Fiscal Stability

Renewing the Concession Agreement with Complimentary Café Co. ensures lease revenue for the City through the $450 monthly rent. The business's stability and the operator's commitment to maximizing revenue help safeguard the City's economic interests and ensure that public assets continue to generate income.

Economic Development

Complimentary Café Co. has demonstrated success and is considering expanding into a full brick-and-mortar location in Highland Park. Supporting its continued operation at the Metra station fosters entrepreneurship, job creation, and the growth of local businesses.

Environmental Sustainability

By supporting a concessionaire at the Highland Park Metra Station, the City encourages the use of public transportation, which can help reduce car dependency and related emissions. The café's convenient offerings for commuters, cyclists on adjacent trails, and event attendees align with sustainable mobility goals.

Vibrancy

The presence of Complimentary Café Co. at the Metra station enhances the area's vitality by offering convenient food and beverage options, extended service hours, and a welcoming, community-oriented environment. Their willingness to adjust event and festival hours, as well as to invest in interior improvements, contributes to a lively and attractive public space that serves both residents and visitors.

Attachments:

1. Resolution - Approving Concession Agreement Renewal with Complimentary Cafe Co Founders 2 LLC
2. Exhibit A - Agreement to Renew Concession Agreement with Complimentary Cafe Co Founders 2 LLC

CITY OF HIGHLAND PARK

RESOLUTION NO.

A RESOLUTION APPROVING THE RENEWAL OF A CONCESSION AGREEMENT FOR THE DOWNTOWN TRAIN STATION

WHEREAS, the City is the lessee of the premises commonly known as the Downtown Train Station, located at 1700 St. Johns Avenue ("***Station***"); and

WHEREAS, on May 27, 2025, the City entered into a concession agreement with Complimentary Café Co Founders 2, LLC, Inc., an Illinois limited liability company ("***Concessionaire***"), for the lease of a portion of the Station ("***Agreement***"); and

WHEREAS, pursuant to Section 2 of the Agreement, the City and the Concessionaire may agree to renew the term of the Agreement for one additional 24-month terms; and

WHEREAS, the City and the Concessionaire desire to renew the Agreement for one additional 24-month term; and

WHEREAS, the City Council has determined that renewing the Agreement with the Concessionaire will serve and be in the best interest of the City and its residents;

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: APPROVAL OF RENEWAL. The City Council hereby approves the renewal of the Agreement in substantially the form attached to this Resolution as **Exhibit A** (***"Renewal"***).

SECTION THREE: EXECUTION OF RENEWAL. The City Manager and the Deputy City Clerk are hereby authorized and directed to execute and attest the Renewal upon receipt by the City Clerk of at least one original copy of the Renewal executed by the Concessionaire; provided, however, that if an executed copy of the Renewal 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 Renewal will, at the option of the City Council, be null and void.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the City Council.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

EXHIBIT A

RENEWAL

[CITY LETTERHEAD]

June 22, 2026

Complimentary Café Co Founders 2, LLC
4933 Oakton Street
Skokie, Illinois 60077
Attn: Imad Ali

Re: Letter Agreement to Renew Concessionaire Agreement

Dear Mr. Ali:

Complimentary Café Co Founders 2, LLC ("***Concessionaire***") and the City of Highland Park ("***City***") are parties to that certain Concession Agreement dated May 27, 2025 ("***Agreement***"). The Agreement is set to expire on June 30, 2026. Pursuant to Section 2 of the Agreement, the parties hereby agree to extend the term of the Agreement to expire on June 30, 2028.

Please sign and acknowledge below to effectuate the 24-month extension of the Agreement pursuant to the above terms.

Sincerely,

ATTEST:

By: _____
Ashley Palbitska, Deputy City Clerk

Date: _____

CITY OF HIGHLAND PARK

By: _____
Ghida S. Neukirch, City Manager

Date: _____

Acknowledged and Agreed:

ATTEST:

By: _____
Name: _____
Date: _____

By: _____
Name: Imad Ali
Date: _____

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Adam Levinstein, IT Manager

Department: Finance Department

Title: An Ordinance Declaring Certain Property Owned by the City of Highland Park to be Surplus

Recommendation:
City staff have deemed surplus equipment to be disposed per City policy.

Policy Consideration:
As City equipment and property reaches the end of its useful life or is no longer required, items must be declared surplus by City Council approved ordinance. Examples of equipment and property include outdated and non-working mechanical and digital equipment, and aged or non-working deteriorated devices well beyond their useful service life. Once declared, items will be traded-in, auctioned, sold as scrap, appropriately recycled or otherwise properly disposed.

The IT Division, City Manager's Office and Fire Department have identified equipment and property that is recommended for disposal as detailed in the attached.

Core Priorities:
Fiscal Stability

Any financial recovery generated by the disposal of the surplus items will be properly categorized and deposited in the appropriate City revenue account.

Attachments:
1. HP Ordinance Approving Disposition of Surplus Property
2. Exhibit A - Full-Recycle-Disposal-2026

City of Highland Park

Ordinance No. _____

An Ordinance Authorizing the Disposition of Surplus Property

WHEREAS, the City is the owner of that certain personal property described in detail on **Exhibit A** attached to and, by this reference, made a part of this Ordinance (***"Property"***); and

WHEREAS, the City Council has determined that ownership of the Property is no longer necessary or useful to, or for the best interests of, the City; and

WHEREAS, the City Council has determined that it will serve and be in the best interest of the City and its residents to dispose of the Property in the manner set forth in this Ordinance;

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

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

SECTION TWO: AUTHORIZATION TO DISPOSE OF PROPERTY. Pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, and the City's home rule authority, the City Council declares that ownership of the Property is no longer necessary or useful to, or in the best interests of, the City. The City Manager is hereby authorized and directed to take whatever actions are necessary to dispose of the Property, in such a manner and with such terms as are acceptable to Corporation Counsel.

SECTION THREE: PUBLICATION. The City Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

SECTION FOUR: EFFECTIVE DATE. This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:

ORDINANCE NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

EXHIBIT A

LISTING OF SURPLUS PERSONAL PROPERTY

Device Type	Unique Identifier/Serial/Tag
Computing	2YOMC32
Computing	2HDZCZ1
Computing	375GNO2
Computing	DH6GNO2
Computing	6Q2SNO2
Computing	6L6GNO2
Computing	B86GNO2
Computing	HT6GNO2
Computing	C54GNO2
Computing	3W5GNO2
Computing	7W3GNO2
Computing	D74GNO2
Computing	O4W34Y
Computing	4764D32
Computing	5174D32
Computing	802SNO2
Computing	G374D32
Computing	JB74D32
Computing	DM64D32
Computing	1664D32
Computing	459BKB2
Computing	45BBKB2
Computing	45GBKB2
Computing	45FCKB2
Computing	45GCKB2
Computing	061G60
Computing	45FDKB2
Computing	DLM3QD2
Computing	DLM4QD2
Computing	DLM8QD2
Computing	JXFDXG2
Computing	JZJ1082
Computing	JZJ0GB2
Computing	JXKQXG2
Computing	JZHZW52
Computing	JXGDXG2
Computing	JXGFXG2
Computing	JXHCXG2
Computing	JZJ0482
Computing	JZHYLM1
Computing	JZHYBH2
Computing	JXFQXG2
Computing	JXFFXG2

Computing	JXFKXG2
Computing	JXFMXG2
Computing	JZHYHB2
Computing	JXJFXG2
Computing	JXHRXG2
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Computing	J0KS8N2
Computing	J0NV8N2
Computing	J0LZ8N2
Computing	CR8FDV2
Computing	CRBHDV2
Computing	CQXKDV2
Computing	D64CDV2
Computing	CRCJDV2
Computing	CR5JDV2
Computing	CRCHDV2
Computing	CR7KDV2
Computing	D659DV2
Computing	CQXJDV2
Computing	D69DDV2
Computing	CQZGDV2
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Computing	CR5LDV2
Computing	CR9KDV2
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Computing	6MCJY23
Computing	6Q3RY23
Computing	6Q4RY23
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Computing	6Q2RY23
Computing	6Q5NY23
Computing	6MGPY23
Computing	6Q4JY23

Computing	6Q3NY23
Computing	6Q3LY23
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Computing	6Q4LY23
Computing	6PHNY23
Computing	6Q5LY23
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Computing	6Q5SY23
Computing	HKJ38B3
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AV	80-0037-DNA4617340
AV	141A4134
AV	000001521013580
AV	000001521013867
AV	000001521014286
AV	000001521014255
Mechanical	Outboard Motor: 2017 Evinrude Rescue Pro E-Tec, 25 hp
Vehicle	Trailer: 2017 Karavan Trailer
Vehicle	Boat: 2011 Zodiac, Model ERB 400 IN Valise, Hull # AVB573730111

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Lara Lukasik, Deputy Finance Director

Department: Finance Department

Title: Acceptance of the Annual Comprehensive Financial Report for the Fiscal Year Ended December 31, 2025

Recommendation:
Staff recommends acceptance of the audited Annual Comprehensive Financial Report ("Report") for the fiscal year ended December 31, 2025. The Report reflects the City's priorities and commitment to fiscal stability, public safety, economic development, infrastructure investment, and environmental sustainability.

Policy Consideration:
State law requires that municipalities have an annual audit of funds and accounts to attest to the accuracy and fairness of management's financial statements, and to report internal control weaknesses. The auditors' opinion and findings are presented in the Report. The City received an unmodified opinion, which means the auditors opined that the financial statements are presented, in all material respects, consistent with generally accepted accounting principles ("GAAP"). This is the most favorable audit opinion that a municipality can receive. The audit was performed by Baker Tilly US, LLP, with interim fieldwork performed in December 2025, final fieldwork performed in March 2026, and audit completed with opinion issued on June 16, 2026.

A copy of the Certificate of Achievement for Excellence in Financial Reporting ("Certificate of Achievement"), which the Government Finance Officers Association ("GFOA") awarded to the City for the prior year, is included in the Report. The GFOA established the Certificate of Achievement Program in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of GAAP to prepare Reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. The 2025 Report will also be submitted to the GFOA for consideration of this national award.

Documents Attached:
An electronic copy of the Report, along with related documents issued by the auditors, is

provided with the electronic packet. A bound copy of the Report will be available by contacting the Finance Director and is available in the City Clerk's Office during regular business hours for public inspection. An electronic version of the Report will also be available on the City's website at www.cityhpil.com this week.

Core Priorities:

Attachments:

1. Attachment 1 - 2025 12 31 City of Highland Park Audit
2. Attachment 2 - 2025 12 31 City of Highland Park Audit Results
3. Attachment 3 - 2025 12 31 City of Highland TIF Compliance Report
4. Attachment 4 - 2025 12 31 City of Highland Park Report on Federal Awards
5. Attachment 5 - 2025 12 31 Highland Park Public Library Audit
6. Attachment 6 - 2025 12 31 Highland Park Public Library Audit Results
7. Attachment 7 - 2025 12 31 Highland Park Public Library Yellow Book Opinion and Schedule of Findings & Responses

Annual Comprehensive Financial Report 2025

FOR YEAR ENDED DECEMBER 31, 2025

City of Highland Park



cityhpil.com/financialreports

City of Highland Park, Illinois

Annual Comprehensive Financial Report

December 31, 2025

Prepared by Finance Department

Kristi McCaulou, Finance Director

	Page
Introductory Section	
Letter of Transmittal	i
Certificate of Achievement for Excellence in Financial Reporting	vii
Organizational Chart	viii
List of Elected and Appointed Officials	ix
Financial Section	
Independent Auditors' Report	1
Required Supplementary Information	
Management's Discussion and Analysis	4
Basic Financial Statements	
Government-Wide Financial Statements	
Statement of Net Position	16
Statement of Activities	18
Fund Financial Statements	
Balance Sheet - Governmental Funds	20
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position	21
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	22
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	23
Statement of Net Position - Proprietary Funds	24
Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds	26
Statement of Cash Flows - Proprietary Funds	27
Statement of Fiduciary Net Position - Fiduciary Funds	29
Statement of Changes in Fiduciary Net Position - Fiduciary Funds	30
Index to Notes to Financial Statements	31
Notes to Financial Statements	32

	Page
Required Supplementary Information	
General Fund	
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund	82
Special Revenue Funds	
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - Public Safety Pension Levy Fund	83
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - Multi-Modal Transportation Fund	84
Historical Pension Information and Other Post Employment Benefit Information	
Schedule of Changes in the City and Library's Net Pension Liability and Related Ratios - Illinois Municipal Retirement Fund	85
Schedule of Employer Contributions - Illinois Municipal Retirement Fund	87
Schedule of Changes in the City's Net Pension Liability and Related Ratios - Police Pension Fund	88
Schedule of Employer Contributions - Police Pension Fund	90
Schedule of Investment Returns - Police Pension Fund	91
Schedule of Changes in the City's Net Pension Liability and Related Ratios - Firefighters' Pension Fund	92
Schedule of Employer Contributions - Firefighters' Pension Fund	94
Schedule of Investment Returns - Firefighters' Pension Fund	95
Schedule of Changes in the Total OPEB Liability and Related Ratios - Retiree Health Insurance Plan	96
Notes to Required Supplementary Information	98

	Page
Supplementary Information	
General Fund	
Detailed Schedule of Expenditures - Budget and Actual - General Fund	99
Governmental Funds	
Combining Balance Sheet - Nonmajor Governmental Funds	102
Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds	104
Schedules of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual	
Motor Fuel Tax Fund	106
Emergency 911 System Fund	107
Environmental Sustainability Fund	108
Affordable Housing Fund	109
Tax Increment Financing - Ravinia Fund	110
Tax Increment Financing - Briergate Fund	111
Capital Projects Fund	112
Debt Service Fund	113
Statement of Revenues, Expenses and Changes in Fund Net Position - Budget and Actual	
Water Fund - Budgetary Basis	114
Sewer Fund - Budgetary Basis	115
Internal Service Funds	
Combining Statement of Net Position - Internal Service Funds	116
Combining Statement of Revenues, Expenses and Changes in Fund Net Position - Internal Service Funds	118
Combining Statement of Cash Flows - Internal Service Funds	119
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual	
Equipment Maintenance and Replacement Fund - Budgetary Basis	121
Insurance Fund	122
Fiduciary Funds	
Combining Statement of Fiduciary Net Position - Pension Trust Funds	123
Combining Statement of Changes in Fiduciary Net Position - Pension Trust Funds	124

	Page
Statistical Section	
Statement of Net Position by Component - Last Ten Fiscal Years	125
Fund Balances of Governmental Funds - Last Ten Fiscal Years	126
Change in Net Position - Last Ten Fiscal Years	127
Changes in Fund Balances of Governmental Funds - Last Ten Fiscal Years	130
Assessed Value and Actual Value of Taxable Property	132
Property Tax Rates - All Direct and Overlapping Governments - Last Ten Levy Years	133
Principal Taxpayers - Current Year and Nine Years Prior	134
Property Tax Levies and Collections - Last Ten Levy Years	135
Sales Tax Analysis by Sic Code - Last Ten Calendar Years	136
Sales Tax Rates - All Direct and Overlapping Governments - Last Ten Fiscal Years	137
Ratio of General Bonded Debt to Equalized Assessed Valuation and Net General Obligation Bonded Debt Per Capita - Last Ten Fiscal Years	138
Outstanding Debt by Type and Ratio of Total Debt - Last Ten Fiscal Years	139
Schedule of Direct and Overlapping Debt	140
Schedule of Legal Debt Margin	141
Demographic Statistics - Last Ten Fiscal Years	142
Principal Employers - Current Year and Nine Years Prior	143
Operating Information and Indicators - Last Ten Fiscal Years	144
Capital Asset Statistics - Last Ten Fiscal Years	145
Full-Time Equivalent Employees - Last Ten Fiscal Years	146

City of Highland Park

1707 St. Johns Avenue
Highland Park, Illinois 60035
847.432.0800

cityhpil.com

June 16, 2026

To the Mayor, City Council, and the Community Members of Highland Park:

This Annual Comprehensive Financial Report (Financial Report) details information from the City of Highland Park's (City) audited financial statements for the fiscal year ending December 31, 2025. The Financial Report is prepared and published within six months of the close of the City's fiscal year, consistent with State law. The City Manager and Department Directors operate based on a comprehensive internal control framework designed to protect the City's assets from loss, theft, or misuse of public funds. Comprehensive financial policies and procedures are adhered to and financial statements are prepared consistent with Generally Accepted Accounting Principles (GAAP), which allows for providing a reasonable basis for making these representations. The City's objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of material misstatements, given the cost of internal controls should not outweigh the anticipated benefits of such controls. We assert that, to the best of our knowledge and belief, this Financial Report is complete and reliable in all material respects.

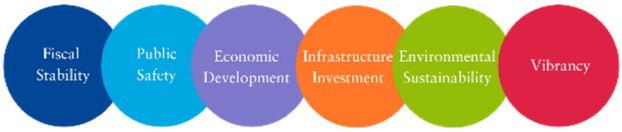
Baker Tilly US, LLP, Independent Certified Public Accountants, issued an unmodified opinion for these financial statements. This is the highest standard of opinion that a municipality can achieve. The independent auditors' report is presented at the front of the financial section of this Financial Report. Management's Discussion and Analysis (MD&A), which immediately follows the independent auditors' report, provides a narrative introduction, overview, and analysis of the basic financial statements.

Profile of the Government

The City was incorporated in 1869 and has a long-standing heritage as one of the prestigious communities in the heart Chicagoland's Lake Michigan north shore. The City occupies 12.25 square miles of land area, located 26 miles north of Chicago, and serves a population of 30,767. The City became a home-rule unit of government when the 1970 Illinois Constitution was adopted because it had a population in excess of 25,000. As a home-rule entity, the City does not have tax rate or debt limits, and is not required to conduct a referendum to authorize the issuance of debt or to increase property taxes.

The City has operated under the council-manager form of government since 1955. Policy-making and legislative authority are vested in a seven-member Council composed of a mayor and six council members elected on an at-large basis for four-year, staggered terms. The City Council appoints the City Manager who is responsible for carrying out the policies, ordinances, and resolutions of the City Council, for overseeing the day-to-day operations of the City, and for appointing the directors of the City's six departments including the City Manager's Office, Community Development, Finance, Fire, Police, and Public Works.

The City has priorities of fiscal stability, public safety, economic development, infrastructure investment, environmental sustainability and vibrancy. The City provides police service; fire and emergency medical services; community and business development; construction and maintenance of streets and other public infrastructure; water, sewer, and parking services; local transit service; senior services and resiliency services following the 2022 mass shooting. The Financial Report includes the activities of the Public Safety Pension Funds, the Highland Park Public Library, and the Housing Associations, although independent boards manage these funds.



The City's strategic plan and annual budget are the foundation for the City's financial planning and control. City staff submit requests for appropriation to the City Manager and Finance Director so that a budget may be prepared. City Council and Senior Staff establish a budget based on the City's priorities, input from the public, and proposed objectives that are fiscally responsible, while having the highest priority and the greatest positive community impact. The budget process begins in the spring and City staff present the proposed budget to the City Council in October. The City Council is required to hold a public hearing on the proposed budget and to adopt a final budget no later than December 31, the close of the City's fiscal year. The budget is prepared by fund, function (e.g., public safety), and department (e.g., police). The City Manager is authorized to transfer budgeted amounts within departments of any fund. The City Council must approve budget revisions that alter the total expenditures of any department or fund. Budget-to-actual comparisons are provided in this Financial Report for each individual governmental and proprietary fund for which an annual budget has been adopted. A schedule of detailed expenditures comparing budget and actual information for the General Fund at the function, department, and program level, is also provided.

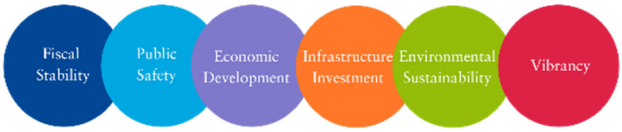
Mass Shooting

The Highland Park shooting in 2022 is something that no community should ever have to endure. The shooter killed seven people, injured dozens more, and thousands forever traumatized. The sentencing took place in April, 2025 and resulted in the maximum sentence available by law. The City continues a trauma informed approach of community support following the shooting; managing City operations related to services and programs for victims, staff, businesses, and the general public; coordinating the City's ongoing response with local, county, state, and federal agencies; and managing timely and important public and business communications. The City works diligently and ensures the City is firmly positioned to continue advancing its mission of providing high-quality municipal services in an efficient and fiscally-responsible manner through effective, transparent, collaborative, and inclusive governance. The City's related expenditures reflect input from the community and the commitment of the City Council and Staff to fiscal stability, public safety, investment in the City's infrastructure, economic development, environmental sustainability and vibrancy.

Local Economy

The City continued to realize positive economic conditions in construction and real estate, consumer spending, and business spending, with 2025 revenue 3% higher than 2024 revenue. Strong economic conditions and development projects resulted in increases in revenue from sales tax and building permits. Changes in water rate, ambulance support fees, and property tax levy, in order to support a consistent high level of services and the City's capital improvement plan, with inflationary cost impacts, as well as pension contributions, resulted in increases in revenue from charges for services and property taxes. Real estate transfer tax revenue was higher than the annual average for the 10-year period ending December 31, 2024. The revenue was lower than the $3 million annual revenue realized in years 2021-22 when high demand was fueled by a combination of low interest rates and people looking to make pandemic-inspired moves to larger homes as remote working became the norm for many. The City realized continued strength in property value with assessed valuation 5.8% higher than the prior year.

Sales were strong with sales tax revenue of $20 million in 2025, which was almost 14% higher than 2024, significantly due to improvement in, Drugs & Misc. Retail, Apparel, and Agriculture & All Others.

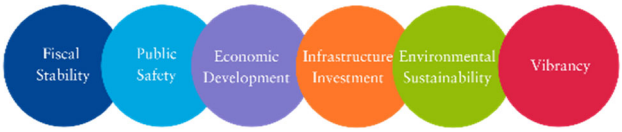


Retail occupancy was 93% at the close of 2025 and 2024, reflecting consistent year-to-year occupancy. The City has an aggressive Business Development Strategic Plan that guides activities to enhance the business and economic climate of the City. The City's Business Development Office (BDO) coordinated with property owners and businesses to attract and retain businesses by providing support, economic development incentives, and resources. Efforts to maintain and enhance the desirability and economic vitality of the City's main business districts included two Special Service Areas (SSA), which are self-imposed taxes by property owners in the area to fund such activities, and two Tax Increment Financing (TIF) districts for redevelopment of one the areas within the TIF boundaries:

- Ravinia Business District SSA 17 was established in 2014 to fund marketing, events and beautification, and related services for promoting commercial and retail growth, quality, and long-term economic viability. SSA 17 was renewed four times through December 31, 2025. The annual budget levy is $90,000 through the end of the current term. The Ravinia Business District SSA 17 Advisory Group guides SSA activities. The City's Business Development Manager oversees the SSA.
- Central Business District SSA 19 was established with a term of January 1, 2019 through December 31, 2021, then renewed two times through December 2027. The annual budget levy is $110,000, with funds for marketing, public relations, and event support. The goal is to strengthen the district's long-term economic viability and enhance the quality of the business environment. The Downtown Highland Park Alliance administers SSA 19. The City has a staff member and Council Liaison that attend Alliance meetings.
- TIFs 3 and 4 focus on streetscape for the RBD and underdeveloped areas of the Briergate Business District, respectively. TIF 4 was enacted to encourage redevelopment of certain sites for more market oriented commercial, industrial, and residential uses of the properties that will enhance their value and improve their contributions to the City and its surrounding areas. Illinois law allows local governments to designate areas within their jurisdiction as TIF districts. These specially-designated districts are used to spur economic growth. Through a TIF, private sector investment is incentivized to advance infrastructure and other improvements to a district thereby increasing property values and tax revenue in the area. TIF captures the difference in existing property tax revenue and future (higher) property tax revenue, after improvements have been made, to finance improvement cost.

Proactive efforts by the City's elected officials and staff in times of economic growth have continued to ensure adequate reserves for sustaining service levels during periods of global, regional, and local crisis, such as the pandemic, the 2022 shooting, and economic and state legislative uncertainty. With a clear emphasis on maintaining healthy reserves and a desire to ensure operating expenditures can be sustained at the current level of revenues, the 2026 budget was developed under a comprehensive set of financial and budgetary policies. Significant effort was made to ensure transparency, clarity, and long-term financial sustainability, as well as connectivity between revenue sources and expenditures within the fund structure. The City's 2026 budget reflects input from the community and the City's commitment to fiscal stability, public safety, investment in the City's infrastructure, economic development, environmental sustainability and vibrancy.

The City's long-term economic outlook remains favorable. The average 4.3% City unemployment rate, was below the State of Illinois and Lake County rates of 4.6% and 5.8%, respectively, as sourced from the Illinois Department of Employment Security. The median value of the City's owner-occupied homes was $607,300, according to the U.S. Census Bureau American Community Survey estimates 2020 to 2024. This compares to $345,700 for the County and $263,300 for the State. The City had median family income of $168,094, according to the U.S. Census Bureau American Community Survey estimates 2020 to 2024, which placed the City among the nation's wealthiest communities with populations of 25,000 or more. This compares to $110,416 for Lake County and $83,390 for the State.



Economic and state legislative trends are monitored to gauge the potential impact on the City's budget. Expenditures are carefully considered, expanded to support priorities when appropriate, and deferred whenever necessary and possible. Privatization and shared services are considered when a cost savings and consistent level of service can be achieved.

Long-Term Financial Planning

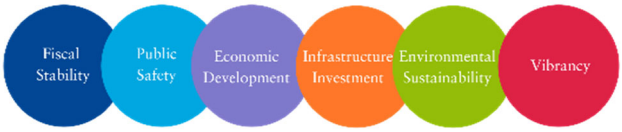
The City continues to plan for its future to preserve the outstanding quality of life enjoyed by the residents and to ensure a high level of service to the community. The City imposes a one percent home-rule sales tax on the sale of general merchandise. Combined with the general sales tax, approximately $5.5-6.5 million in sales tax revenue is collected per year, and is used to fund infrastructure and operating improvements.

The City continues an aggressive investment in infrastructure, facility and other capital improvements, committing over $40 million in 2026 of capital improvements. $34 million is for infrastructure improvements including $17 million of street, streetscape, bridge, parking, sidewalk, bike walk, lighting, and forestry improvements and $18 million of water and sewer improvements. $6 million is for facility improvements and fleet/equipment replacement. A portion of water and sewer annual revenues are pledged for capital improvements and related debt service, in addition to the water production and distribution systems and sewer systems. The annual budget preparation process includes the development of a 10-year capital improvement program, 10-year capital improvement funding, and 10-year fund balancing, to ensure adequate long-term financial planning.

Relevant Financial Policies

The General Fund unrestricted and unassigned fund balance was $43 million, which represents 89.3% and 85.3% of 2025 actual and 2026 budgeted General Fund operating expenditures, respectively, exceeding the City's policy guidelines. These reserves are vital for ensuring the City's ability to sustain service levels during periods of global, regional, and local crisis, such as the pandemic, the 2022 shooting, and economic and state legislative uncertainty, which may result in unanticipated revenue shortfalls and to address pension and capital funding requirements. As part of its 2026 budget process, the City estimated 10 years of General Fund balance, showing the City's decision to gradually and strategically draw down fund balance, to approximately 35% within the 10-year period, to fund capital, OPEB, and resiliency expenditures.

Long-term liabilities were $6.7 million lower in comparison with the prior year due to lower net pension obligation from investment gains and the City's accelerated contribution plan; lower other post-employment benefits (OPEB) liability; and net of an increase in the City's debt payments consistent with the City's debt service schedule for previously issued debt. Consistent with State Statute, City policy is to fund public safety pensions to 90% by year 2040, as determined by a third-party actuary, from a combination of property tax levy and other identified revenue sources. The City has had annual accelerated public safety pension contributions since 2016 and plans to continue accelerated contributions until the 90% funding level is reached, to minimize long-term pension cost to the property taxpayer. The City accounts for its annual OPEB obligation per GASB Statement No. 75, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. The City Council has set aside approximately $12.9 million to meet future requirements associated with OPEB. Please refer to the notes to the financial statements for additional information.



Major Initiatives

In 2025, the City completed significant improvements spanning the entire City. The Linden Avenue Improvement Project, from Elm Place to Maple Avenue, included the complete replacement of the water main, sanitary sewer, and storm sewer within the project limits. Additionally, select water service lines were replaced, including any lead, and the street was completely reconstructed, with curbs added for efficient stormwater drainage and pavement longevity. The two box culverts that carry Linden Avenue over ravines were also repaired, and a new guardrail was installed. Final improvements included parkway restoration with topsoil and sod.

The Beech Lane Project included the replacement of the existing water main with a new 8-inch ductile iron water main. The project area was the full length of the street, from Beech Street to the west end, where the pavement ends. The water main replacement also included a looped connection, which provides for improved water quality and flow rates. Due to the location of the new water main, the pavement was reconstructed with new full-depth asphalt pavement, and the parkway and easement areas were restored with topsoil and sod.

Another water project completed in 2025 was lining water mains located under US Route 41. The project involved placing material along the inside circumference of the pipe and curing the material to result in a “like-new” pipe, without the need to excavate, remove, and replace the existing pipe under an extremely busy road. Five separate locations were successfully lined, including pipes in the vicinity of 1543 Berkeley Road, and 1350/1300/1252/1200 Old Skokie Valley Road.

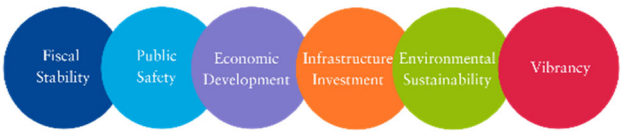
The City managed the construction of approximately 33,400 feet of new asphalt roadway as part of its annual pavement rehabilitation program. Additionally, the City lined approximately 12,200 feet of sanitary and storm sewers. Lining of aging and deteriorating piping preserves pipe integrity, while extending the sewer's functional life by approximately 50 years. Lining of the sewers is environmentally friendly; eliminating excavations and associated tree removal, while minimizing the inconvenience to residents. As needed, the City upsizes storm sewers to meet the revised rainfall intensity design and the 10-year flooding standards as part of all improvement projects. The City continued the implementation of sustainable infrastructure consistent with our Core Priorities by planting approximately 350 new trees throughout the City and converting an existing gravel area in the Briergate Business District to 15 new environmentally friendly permeable pavement parking stalls. In addition to the esthetic qualities, permeable pavers help cleanse stormwater and reduce runoff rates in order to minimize flooding.

The City has aggressively pursued funding to help offset capital investment; more than $49M has been awarded in the last ten years which supports the City’s infrastructure investment efforts.

The City is proud to have best-in-class professionals representing the City’s departments: Police, Fire, Public Works, Community Development, Finance and Administration. The City managed 140 major projects and initiatives in this audit year that are outside of the City’s day to day operations. These major projects are primarily public-facing and significant internal initiatives. The current list of major projects can be reviewed on the City’s web site at www.cityhpil.com/majorprojects.

Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its Financial Report for the fiscal year ended December 31, 2024. This was the 41st consecutive year that the City received this prestigious award. The City published an easily readable and efficiently organized Financial Report that satisfied both generally accepted accounting principles and applicable legal requirements to qualify for a Certificate of Achievement, which is valid for a period of one year. The City believes that its current Financial Report continues to meet the Certificate of Achievement program requirements and is submitting it to the GFOA to determine its eligibility for another certificate.



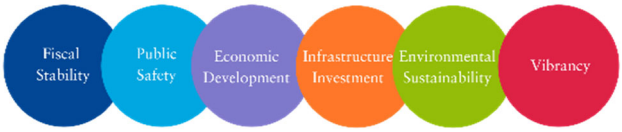
The City also received the GFOA's Distinguished Budget Presentation Award for its annual budget document for the fiscal year beginning January 1, 2026. This was the 33rd consecutive year that the City received this prestigious award. The City's budget document had to be judged proficient as a policy document, a financial plan, an operations guide, and a communications device in order to qualify for the Distinguished Budget Presentation Award, which is valid for a period of one year. In addition to receiving the award, the City's budget received the following special recognition: Strategic goals & strategies. Special recognition is given when all three reviewers give the highest possible score in particular categories.

The preparation of this Financial Report would not have been possible without the efficient, professional, and dedicated service of City staff. We wish to express our gratitude to all team members of the City's departments who assisted and contributed to the preparation of this Financial Report and maintaining the highest standards of professionalism in the management of the City's finances. Our appreciation also to the Mayor and the City Council for their unwavering support in advancing sound policy and their commitment to fiscal stability as one of the City's top priorities.

Respectfully submitted,

Ghida S. Neukirch
City Manager

Kristi McCaulou
Finance Director



Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

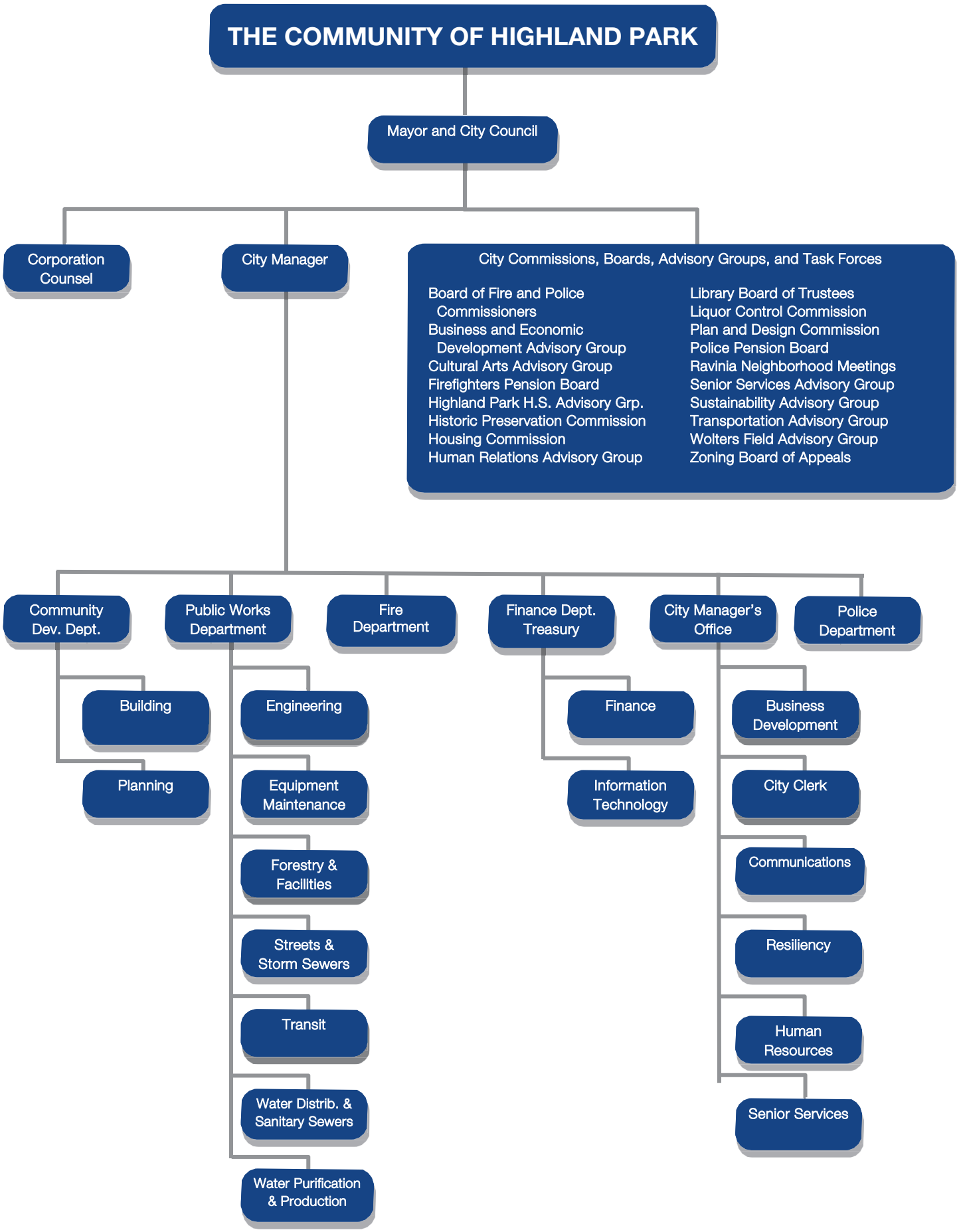
City of Highland Park
Illinois

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

December 31, 2024

Christopher P. Morrill

Executive Director/CEO

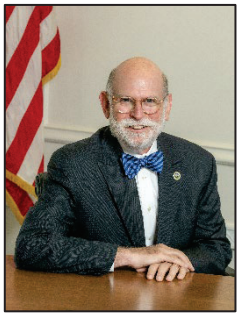

THE COMMUNITY OF HIGHLAND PARK
Mayor and City Council
Corporation Counsel
City Manager
City Commissions, Boards, Advisory Groups, and Task Forces
Board of Fire and Police Commissioners
Business and Economic Development Advisory Group
Cultural Arts Advisory Group
Firefighters Pension Board
Highland Park H.S. Advisory Grp.
Historic Preservation Commission
Housing Commission
Human Relations Advisory Group
Library Board of Trustees
Liquor Control Commission
Plan and Design Commission
Police Pension Board
Ravinia Neighborhood Meetings
Senior Services Advisory Group
Sustainability Advisory Group
Transportation Advisory Group
Wolters Field Advisory Group
Zoning Board of Appeals
Community Dev. Dept.
Public Works Department
Fire Department
Finance Dept. Treasury
City Manager's Office
Police Department
Building
Planning
Engineering
Equipment Maintenance
Forestry & Facilities
Streets & Storm Sewers
Transit
Water Distrib. & Sanitary Sewers
Water Purification & Production
Finance
Information Technology
Business Development
City Clerk
Communications
Resiliency
Human Resources
Senior Services

PRINCIPAL OFFICIALS

City Council



Nancy R. Rotering
Mayor



Anthony E. Blumberg
Councilmember



Annette Lidawer
Councilmember



Yumi Ross
Councilmember



Barisa Meckler Bruckman
Councilmember



Andrés Tapia
Councilmember



Kim Stone
Councilmember
Vacated Date: 5/12/2025



Jon Center
Councilmember
Oath of Office: 5/12/2025

Independent Auditors' Report

To the City Council of
City of Highland Park

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund and the aggregate remaining fund information of the City of Highland Park (the City), as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, based on our audit and the report of other auditors, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund and the aggregate remaining fund information of the City, as of December 31, 2025 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of the Highland Park Housing Associations, a discretely presented component unit. Those statements were audited by other auditors, whose report has been furnished to us, and our opinions, insofar as it relates to the amounts included for the Highland Park Housing Associations are based solely on the report of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards).* Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions. The financial statements of the Sunset Woods Association, a component of the Highland Park Housing Associations, were not audited in accordance with *Government Auditing Standards.*

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, are members of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. Baker Tilly US, LLP is a licensed CPA firm that provides assurance services to its clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and consulting services to their clients and are not licensed CPA firms.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual comprehensive financial report. The other information comprises the introductory section and statistical section but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 16, 2026 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Baker Tilly US, LLP

Oak Brook, Illinois
June 16, 2026

Management's Discussion and Analysis (Unaudited)

This Discussion and Analysis offers readers a narrative overview and analysis of the financial activities of the City of Highland Park (City) as of and for the 12 months ended December 31, 2025. We encourage readers to consider this information along with additional information provided in the letter of transmittal located in the Introductory Section of this report.

Financial Highlights

- Total revenue was $95 million, an increase of 3% in comparison with the prior year. Strong economic conditions and development projects resulted in increases in revenue from sales tax and building permits. Changes in water rate, ambulance support fees, and property tax levy, in order to support a consistent high level of services and the City's capital improvement plan, with inflationary cost impacts, as well as pension contributions, resulted in increases in revenue from charges for services and property taxes. Parking operations revenue remained flat although continued lower than the pre-pandemic level, with underutilized parking lots from individuals continuing to work from home and otherwise under using public transportation, consistent with national and regional trends. Real estate transfer tax revenue was higher than the annual average for the 10-year period ending December 31, 2024. The revenue was lower than the $3 million annual revenue realized in years 2021-22 when high demand was fueled by a combination of low interest rates and people looking to make pandemic-inspired moves to larger homes as remote working became the norm for many.
- Total expenses were $93 million, an increase of 11.9% in comparison with the prior year. The increase was due to compensation plan and collective bargaining agreement adjustments; continued increase in service and staffing to support City priorities following a 2020-21 staffing reduction of 26.8 FTE employees and other cost reduction due to the City's economic response plan to the negative impact of the pandemic on City revenue as well as additional staffing and other costs to address the long term needs of the community following the 2022 mass shooting discussed in the transmittal letter; continued investment in improvements to support City priorities; and inflationary cost impacts.
- Assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by $137 million (net position). The City's net position increased $2 million as compared to the prior year, primarily due to the revenue improvements previously discussed and expenses less than anticipated, with several capital and business incentive projects carrying-over into 2026.
- Governmental funds combined ending fund balance was $73 million, an increase of $3 million in comparison with the prior year. This is significantly due to the revenue improvements previously discussed; the issuance and receipt of debt proceeds in 2025, which were partially expended in 2025 with the remaining balance of proceeds to be expended in 2026; and capital expenditures less than anticipated with capital projects carrying-over into 2026. The resulting fund balances, as a percent of operating expenditures, continue to exceed the City's policy guidelines.
- Long-term liabilities were $158 million, $7 million lower in comparison with the prior year due to lower net pension obligation from investment gains and the City's accelerated contribution plan; lower other post-employment benefits (OPEB) liability; and net of an increase in the City's debt payments consistent with the City's debt service schedule for previously issued debt.
- The General Fund unrestricted and unassigned fund balance was $43 million, which represents 89.3% and 85.3% of 2025 actual and 2026 budgeted General Fund operating expenditures, respectively, exceeding the City's policy guidelines. As part of the 2026 budget process, the City estimated 10 years of General Fund balance, showing the City's decision to thoughtfully and strategically draw down fund balance, to approximately 35% within the 10-year period, to fund capital, OPEB, and resiliency expenditures.

Overview of the Financial Statements
This discussion and analysis is an introduction to the City's basic financial statements, which include government-wide financial statements, fund financial statements, and notes to the financial statements. This report also contains other supplementary information, in addition to the basic financial statements.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances in a manner similar to a private-sector business.

The Statement of Net Position presents information regarding the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference between them reported as net position. Over time, increases or decreases in net position may serve as a useful indicator as to whether the City is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the most recent fiscal year. Changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

The government-wide financial statements distinguish City functions which are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The City's governmental activities include general government, public safety, public works, economic and physical development, parking operations, transit, commissions and interest costs. The City's business-type activities include water and sewer utilities.

The government-wide financial statements include City funds (primary government) and legally separate component units, for which the City is financially accountable. Financial information for component units is reported separately from the financial information presented for the primary government. The government-wide financial statements can be found on pages 16-19 of this report.

Fund financial statements. A fund is a group of related accounts used to maintain control over resources segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting in compliance with finance-related legal requirements. City funds are divided into three fund categories: governmental, proprietary, and fiduciary.

Governmental funds. Governmental funds account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Readers may better understand the long-term impact of the government's near-term financing decisions by comparing the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. The Governmental Fund Balance Sheet and the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances provide reconciliations for comparison between governmental funds and governmental activities.

The City has 13 individual governmental funds reported in 2025. Information is presented separately in the Governmental Fund Balance sheet and in the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances for the General Fund, Public Safety Pension Levy Fund, Multi-Modal Transportation Fund, Capital Projects Fund and Debt Service Fund, which are considered major funds. Data for the other governmental funds are combined into a single, aggregated presentation labeled non-major governmental funds. Individual fund data for each non-major governmental fund is provided in the combining statements and schedules provided on pages 102-113 of this report.

The City adopts an annual appropriated budget for its governmental funds, with the exception of Foreign Fire Insurance. Budgetary comparisons are provided to demonstrate compliance with the budget. The basic governmental fund financial statements can be found on pages 20-23 of this report.

Proprietary funds. The City maintains two types of proprietary funds labeled Enterprise funds and Internal Service funds. Enterprise funds report the same functions presented as business-type activities in the government-wide financial statements. Enterprise funds account for water and sewer utilities. Internal service funds accumulate and allocate costs internally to the City's various functions. Internal service funds account for equipment maintenance and replacement, as well as certain insurance activities. These services are included within governmental activities in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, however in more detail. The proprietary fund financial statements provide separate information for water and sewer utilities. On the other hand, the internal service funds are combined into a single, aggregated presentation in the proprietary fund financial statements. Individual fund data for the internal service funds is provided in the combining and individual fund statements and schedules on pages 116-122 in this report. The basic proprietary fund financial statements can be found on pages 24-28 of this report.

Fiduciary funds. Fiduciary funds account for resources held for the benefit of parties outside of the government. Fiduciary funds are not reflected in the government-wide financial statements because the fund resources are not available to support the City's programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The basic fiduciary fund financial statements can be found on pages 29-30 of this report.

Notes to the financial statements. The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 32-81 of this report.

Other information. This report presents required supplementary information, in addition to the basic financial statements and accompanying notes. Budgetary comparisons for the general fund and major special revenue funds are provided, as well as information concerning the City's progress in funding its obligation to provide pension benefits and other post-employment benefits to its employees. The comparison of budget-to-actual, the combining statements and related schedules are presented immediately following the required supplementary information. Required supplementary information can be found on pages 82-98 and budget-to-actual, combining, and individual fund statements and schedules can be found on pages 99-124 of this report.

Government-wide Financial Analysis

Assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by $137 million (net position). The City's net position increased $2 million as compared to the prior year, primarily due to the revenue improvements previously discussed and expenses less than anticipated, with several capital and business incentive projects carrying-over into 2026.

The largest portion of the City's net position is investment in capital assets, which consists of land, buildings, machinery, and equipment, less outstanding debt used to acquire some capital assets. Capital assets are used to provide services to citizens. The assets are not available for future spending. Although the investment in capital assets is reported net of related debt, the resources needed to repay the debt are provided from other sources. The capital assets themselves cannot be used to liquidate these liabilities. The City adopted a philosophy of funding capital improvements, to a large extent, on a pay-as-you-go basis, and retires debt obligations as quickly as possible. A portion of the net position includes resources which are subject to external restrictions on usage.

Condensed Statement of Net Position
as of December 31, 2024 and 2025
(in Millions – Rounded)

	Governmental Activities			Business-Type Activities			Total Primary		
	2024	2025	Change	2024	2025	Change	2024	2025	Change
Current and Other Assets	$107.9	$112.0	$4.1	$10.7	$13.5	$2.8	$118.6	$125.5	$6.9
Capital Assets	110.5	111.6	1.1	86.9	89.8	2.9	197.4	201.4	4.0
Total Assets	**218.4**	**223.6**	**5.2**	**97.6**	**103.3**	**5.7**	**316.0**	**326.9**	**10.9**
Deferred Outflows related to Pensions	21.1	17.2	(3.9)	1.7	1.2	(0.5)	22.8	18.4	(4.4)
Other Deferred Outflows	-	-	-	0.4	0.4	-	0.4	0.4	-
Deferred Outflows of Resources	**21.1**	**17.2**	**(3.9)**	**2.1**	**1.6**	**(0.5)**	**23.2**	**18.8**	**(4.4)**
Long-Term Liabilities Outstanding	130.2	124.0	(6.2)	35.2	34.7	(0.5)	165.4	158.7	(6.7)
Other Liabilities	5.9	5.3	(0.7)	1.1	1.9	0.8	7.0	7.2	0.2
Total Liabilities	**136.1**	**129.3**	**(6.9)**	**36.3**	**36.6**	**0.3**	**172.4**	**165.9**	**(6.5)**
Property Taxes Levied for Future Periods	20.4	22.0	1.6	-	-	-	20.4	22.0	1.6
Deferred Inflows related to Pensions	9.8	18.9	9.1	0.3	0.3	-	10.1	19.2	9.1
Other Deferred Inflows	1.9	2.1	0.2	0.1	-	-	2.0	2.1	0.1
Deferred Inflows of Resources	**32.1**	**43.0**	**10.9**	**0.4**	**0.3**	**0.0**	**32.5**	**43.3**	**10.8**
Net Position:									
Net Investment in Capital Assets	85.2	86.4	1.3	54.1	57.5	3.4	139.3	143.9	4.6
Restricted - Other	11.0	10.9	(0.1)	0.4	0.5	0.1	11.4	11.4	-
Unrestricted	(24.9)	(28.8)	(3.9)	8.6	10.0	1.4	(16.3)	(18.8)	(2.5)
Total Net Position	**$71.3**	**$68.5**	**($2.7)**	**$63.1**	**$68.0**	**$4.9**	**$134.4**	**$136.5**	**$2.1**

The City reports positive balances in two of the three net position categories as of December 31, 2025. Unrestricted net position, if positive, may be used to meet ongoing obligations to residents and creditors. The negative unrestricted net position in governmental activities is due to net pension and OPEB obligations reported in compliance with GASB Nos. 68, 71, and 75. Details of the net pension and OPEB obligations can be found in Note 3 to the Financial Statements on pages 62-80 of this report.

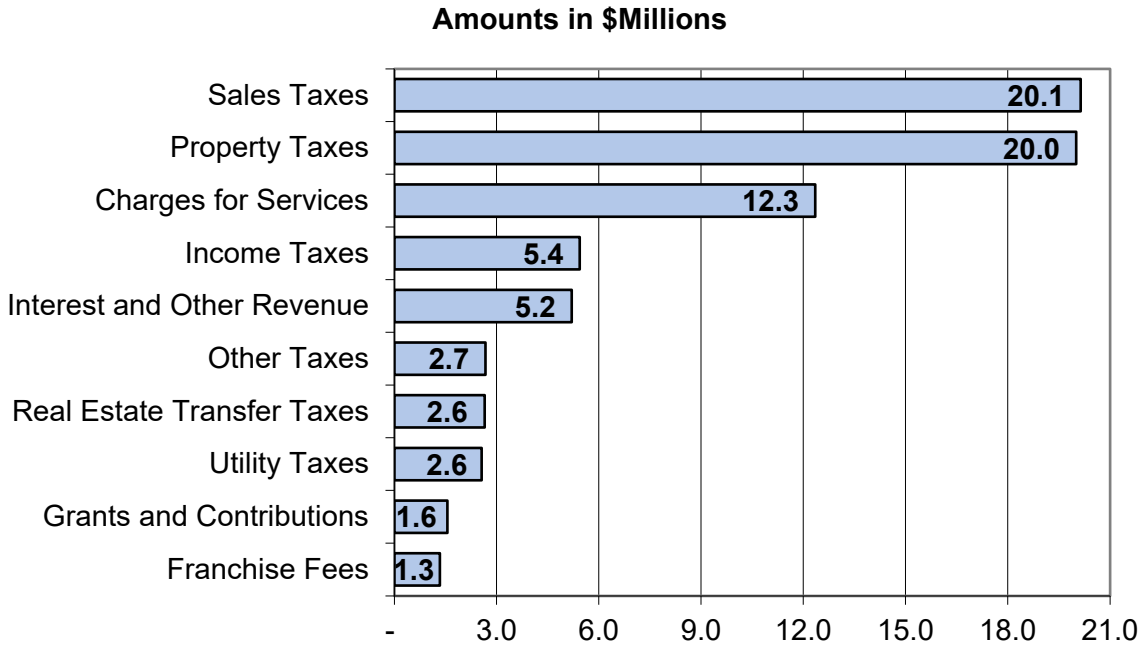
Condensed Statement of Activities
as of December 31, 2024 and 2025
(in Millions – Rounded)

	Government Activities		Business Activities		Total Primary Government		
	2024	2025	2024	2025	2024	2025	Change
Program Revenues:							
Charges for Services	$11.4	$12.3	$18.8	$20.0	$30.2	$32.3	2.1
Grants & Contributions	3.3	1.6	1.1	0.3	4.4	1.9	(2.5)
General Revenues:							
Property Taxes	19.0	20.1			19.0	20.1	1.1
Sales Taxes	17.6	20.0			17.6	20.0	2.4
Other Taxes	14.6	14.6			14.6	14.6	-
Payment in Lieu of Taxes	0.9	1.2			0.9	1.2	0.3
Other	5.0	4.0	0.5	0.5	5.5	4.5	(1.0)
Total Revenues	**71.8**	**73.8**	**20.4**	**20.8**	**92.2**	**94.6**	**2.4**
Expenses:							
Public Safety	36.7	37.6			36.7	37.6	0.9
Public Works	14.1	17.6			14.1	17.6	3.5
General Government	7.7	10.0			7.7	10.0	2.3
Economic/Physical Development	8.5	8.6			8.5	8.6	0.1
Transit	1.5	1.7			1.5	1.7	0.2
Commissions	0.1	0.1			0.1	0.1	-
Interest	0.9	1.0			0.9	1.0	0.1
Water			8.8	11.3	8.8	11.3	2.5
Sewer			4.4	4.6	4.4	4.6	0.2
Total Expenses	**69.5**	**76.6**	**13.2**	**15.9**	**82.7**	**92.5**	**9.8**
Excess (deficiency) of revenues over expenditures	**2.3**	**(2.8)**	**7.2**	**4.9**	**9.5**	**2.1**	**(7.4)**
Transfers	(0.9)	-	0.9	-			-
Change in Net Position	**1.4**	**(2.8)**	**8.1**	**4.9**	**9.5**	**2.1**	**(7.4)**
Beginning Net Position	69.9	71.3	55.0	63.1	124.9	134.4	9.5
Ending Net Position	**$71.3**	**$68.5**	**$63.1**	**$68.0**	**$134.4**	**$136.5**	**$2.1**

Total revenue was $95 million, an increase of 3% in comparison with the prior year. Strong economic conditions and development projects resulted in increases in revenue from sales tax and building permits. Changes in water rate, ambulance support fees, and property tax levy, in order to support a consistent high level of services and the City's capital improvement plan, with inflationary cost impacts, as well as pension contributions, resulted in increases in revenue from charges for services and property taxes. Real estate transfer tax revenue was higher than the annual average for the 10-year period ending December 31, 2024. The revenue was lower than the $3 million annual revenue realized in years 2021-22 when high demand was fueled by a combination of low interest rates and people looking to make pandemic-inspired moves to larger homes as remote working became the norm for many.

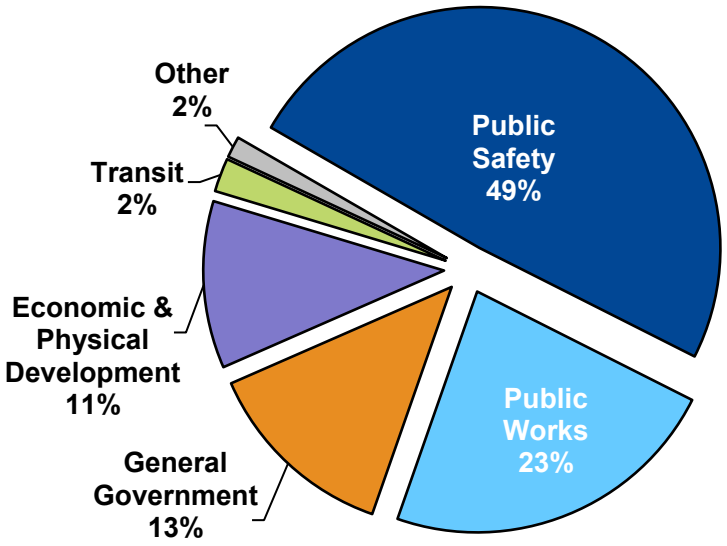
Total expenses were $93 million, an increase of 11.9% in comparison with the prior year. The increase was due to compensation plan and collective bargaining agreement adjustments; continued increase in service and staffing to support City priorities following a 2020-21 staffing reduction of 26.8 FTE employees and other cost reduction due to the City's economic response plan to the negative impact of the pandemic on City revenue as well as additional staffing and other costs to address the long term needs of the community following the 2022 mass shooting discussed in the transmittal letter; continued investment in improvements to support City priorities; and inflationary cost impacts.

Revenues by Source — Governmental Activities



Sales taxes, property taxes, and charges for services account for the greatest proportion of funding for governmental activities, followed by income taxes, interest and other revenue, other taxes, and real estate transfer taxes. The City has a conservative approach to managing expenses, with growth in expenses closely monitored each year and operating departments encouraged to contain non-personnel related operating costs. Personnel and operating costs are expanded, when appropriate, to support City priorities and to address inflationary cost impacts. The City has a robust capital improvement plan, consistent with City priorities, investing $14 million during 2025 in infrastructure, facilities, and equipment improvements, including renovation of the 1201 Park Avenue West facility for Senior Center suitability and upgraded banquet capability and street resurfacing, from governmental activities.

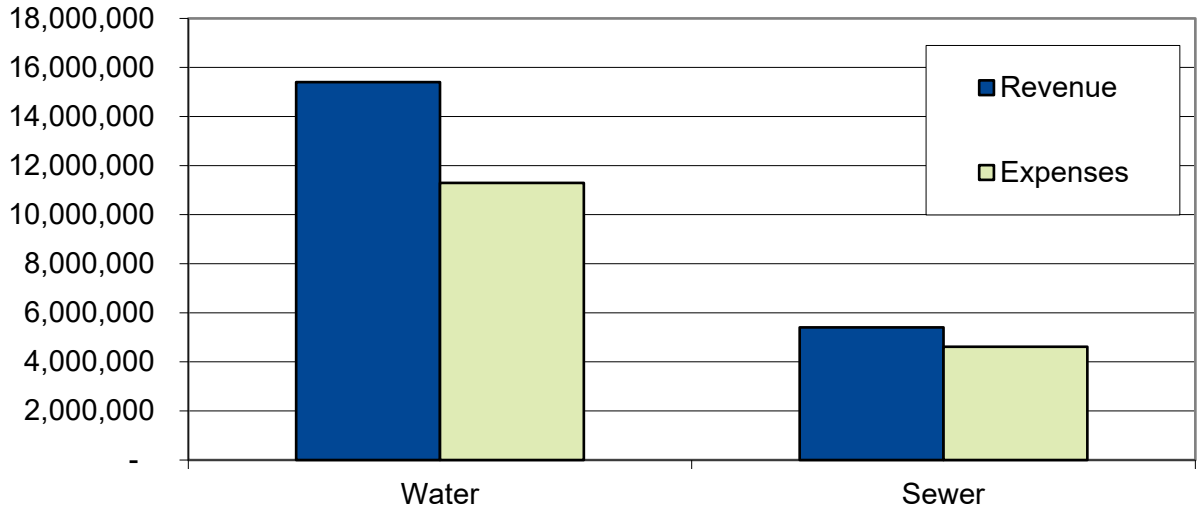
Expenses by Activity — Governmental Activities



Public Safety expenses (police and fire) account for the greatest percent of governmental activities, followed by Public Works, General Government, and Economic/Physical Development.

Business-Type Activities

Business-type activities are intended to be self-sufficient, meaning charges for services and other revenues should be sufficient to cover costs associated with the operation and debt service for capital-related debt, over time. Business-type activities improved the City's net position by $5 million, primarily due to water utility capital expenditures less than anticipated with capital projects carrying-over into 2026. The following chart shows a comparison of revenues and expenses of each business-type activity:



Financial Analysis of the City's Funds

The City utilizes fund accounting in compliance with finance-related legal requirements.

Governmental funds. The City's governmental funds provide information on near-term inflows, outflows, and balances of spendable resources, which is useful in assessing a government's financing requirements. In particular, unrestricted or unassigned fund balance is a useful measure of a government's net resources available for spending at the end of the fiscal year.

Governmental funds combined ending fund balance was $73 million, an increase of $3 million in comparison with the prior year. Strong economic conditions and development projects resulted in a 13.5% increase in revenue from sales tax versus prior year. Also contributing to the fund balance increase, was property tax revenue, which grew 6% year over year as a result of strategic planning of the property tax levy. The issuance and receipt of debt proceeds in 2025, which were partially expended in 2025 with the remaining balance of proceeds to be expended in 2026 and capital expenditures less than anticipated with capital projects carrying-over into 2026 were also reasons for the increase in fund balance. The resulting fund balances, as a percent of operating expenditures, continue to exceed the City's policy guidelines.

The General Fund is the primary operating fund of the City. Of the total fund balance, $43 million was unassigned fund balance available for spending at the government's discretion. The modest increase in unassigned fund balance of $0.5 million versus 2024 is due to an increase in sales tax, which was led by continued strong economic conditions, specifically for drug and miscellaneous retail sales that grew by 58% year over year. It is useful to compare unassigned fund balance to total fund expenditures, as a measure of the General Fund's liquidity. It is prudent for a government to maintain an appropriate level of fund balance, generally based on the historical and projected stability and predictability of the underlying revenues and expenditures, to meet unanticipated revenue shortfalls, small increases in service delivery costs, or emergency situations such as the prior pandemic or 2022 shooting.

Unassigned fund balance represents 89.3% and 85.3% of 2025 actual and 2026 budgeted General Fund operating expenditures, respectively, exceeding the City's policy guidelines. As part of the 2026 budget process, the City estimated 10 years of General Fund balance, showing the City's decision to thoughtfully and strategically draw down fund balance, to approximately 35% within the 10-year period, to fund capital, OPEB, and resiliency expenditures.

Committed fund balance totaling $2.9 million is not available for discretionary spending as it is targeted for transportation and sustainability initiatives. The City reports an assigned fund balance of $12.9 million in the General Fund to meet future obligations for other post-employment benefits and capital projects. Please refer to page 20 for a detailed description and amounts of assigned and committed fund balance.

The Public Safety Pension Levy Fund has a zero fund balance as of December 31, 2025, which is equal to the City's target. This fund accounts for property tax revenues that are restricted to fund the City's public safety pension liability.

The Multi-Modal Transportation Fund has a $2.8 million fund balance as of December 31, 2025, a decrease of $0.5 million over the prior year.

The Capital Projects fund has a $3.9 million fund balance as of December 31, 2025, greater than the City's target of zero. During 2025, the fund balance increased $0.7 million due to the receipt of bond proceeds from the issue of general obligation bonds to pay for infrastructure improvements, along with capital spending less than anticipated given infrastructure projects continuing into 2026.

The Debt Service Fund has a total fund balance of $1 million, which is used to account for receipt of Debt Service revenues and the payment of interest and principal on general and special obligation debt.

Non-major governmental funds (NMGF) combined fund balance of $9.6 million as of December 31, 2025 improved $0.4 million from the prior year, due to accumulation in the City's Tax Increment Financing and Affordable Housing Funds for planned future fund drawdowns to pay for capital improvements and other expenditures consistent with long-term plans.

Proprietary funds. The City's proprietary fund statements provide the same type of information found in the government-wide financial statements, however in more detail. Net positions of the Water and Sewer Funds were $41 million and $27 million, respectively. The improvement in net position for Water and Sewer Funds, combined, was $5 million. Contributing factors to the increase in net position include an increase in water sales as a result of a 3.5% rate increase and capital expenditures less than anticipated with capital projects carrying-over into 2026.

General Fund Budgetary Highlights
Actual revenue was higher than budget by $0.8 million, due to increases in revenue from home rule sales tax, state sales tax and utility tax. Strong economic conditions and development projects resulted in increases in revenue from sales tax and utility tax. Increases in ambulance support fees, and property tax levy, in order to support a consistent high level of services and the City's capital improvement plan, with inflationary cost impacts, as well as pension contributions, resulted in increases in revenue from charges for services and property taxes.

The General Fund budget was amended during the fiscal year to transfer appropriations between operating departments and to provide for unanticipated expenditures. Actual expenditures were lower than budget by over $6.7 million, driven by lower operating and capital expenditures significantly due to business incentive and capital projects carrying over into 2026. Actual expenditures also reflect the City's conservative approach to cost containment when possible, even in situations where costs were budgeted. General Government, Public Works, and Economic and Physical Development accounted for 90% of the $6.5 million variance to budget.

Capital Asset and Debt Administration

Capital Assets. Capital assets include land, buildings, other improvements, machinery and equipment, streets, bridges, sanitary and storm sewers, water production and distribution systems, and right-to-use lease assets. The combined investment in capital assets for governmental and business-type activities as of December 31, 2025 was $201 million net of accumulated depreciation.

A $7 million increase in infrastructure resulted significantly from completion of infrastructure improvement projects which were construction in progress as of December 31, 2024. Additional information on the City's capital assets can be found in the Notes to Financial Statements Note 2, pages 48-49, of this report.

Capital Assets, Net of Depreciation
as of December 31, 2024 and 2025
(in Millions – Rounded)

	Government Activities		Business Activities		Total Primary Government		
	2024	2025	2024	2025	2024	2025	Change
Land	$12.6	$12.6	$0.1	$0.1	$12.7	$12.7	$0.0
Buildings & improvements	40.2	42.0	31.8	31.2	72.0	73.2	1.2
Machinery & equipment	9.3	9.3	2.7	4.0	12.0	13.3	1.3
Infrastructure	39.0	41.4	47.2	51.8	86.2	93.2	7.0
Construction in progress	9.0	6.1	5.2	2.8	14.2	8.9	(5.3)
Right-to-use lease assets	0.4	0.3	-	-	0.4	0.3	(0.1)
Total	**$110.5**	**$111.6**	**$86.9**	**$89.8**	**$197.4**	**$201.4**	**$4.0**

Long-term debt. At the end of 2025, long-term debt outstanding was $61.5 million, of which $27 million will be paid by the debt service fund from general governmental revenues. The remainder of the debt will be paid from revenue of business-type activities.

Total Long-Term Debt Outstanding
as of December 31, 2024 and 2025
(in Millions – Rounded)

	Government Activities		Business Activities		Total Primary Government		
	2024	2025	2024	2025	2024	2025	Change
General Obligation Debt	$25.4	$27.4	$31.1	$29.7	$56.5	$57.1	$0.6
IEPA Loan Payable	-	-	3.5	4.4	3.5	4.4	0.9
Total Long-term Debt	**$25.4**	**$27.4**	**$34.6**	**$34.1**	**$60.0**	**$61.5**	**$1.5**
Net Pension Obligation	89.3	81.5	-	-	89.3	81.5	(7.8)
Other Long-term Liabilities	15.6	15.2	0.6	0.6	16.2	15.8	(0.4)
Total Long-term Liabilities	**$130.2**	**$124.0**	**$35.2**	**$34.7**	**$165.4**	**$158.7**	**($6.7)**

Total long-term debt increased by $1.5 million, in comparison with the prior year, due to the issuance of planned new debt for capital improvements related streets, facilities and sewer improvements consistent with the City's capital improvement plan, net of payments consistent with the City's debt service schedule for previously issued debt. The City's general obligation bonds maintain an Aaa rating from Moody's Investors Service. The Aaa rating reflects the city's affluent tax base, stable financial operations, healthy reserves, moderate bonded debt burden, and sound financial practices and policies.

Other long-term liabilities were net $8 million lower, in comparison with the prior year, due to lower net pension obligation from investment gains and the City's accelerated contribution plan and lower other post-employment benefits (OPEB) liability. Additional information on the City's long-term debt activity can be found in the Notes to Financial Statements Note 2, pages 51-55, of this report.

Economic Factors and Next Year's Budgets and Rates

The City of Highland Park (City) spans an area of 12.25 square miles and is located in the heart of the North Shore along Lake Michigan. The long-term economic outlook remains strong as the City's stable property tax base consists of over 90% residential property. Economic trends continue to be strong, with revenue growth in 2025. The City experienced strength in sales tax, building permits and real estate transfer revenue. Retail occupancy was 93% at the close of 2025 and 2024, reflecting consistent year-to-year occupancy. Property Taxes, sales taxes, property and charges for services account for the greatest proportion of funding for governmental activities, followed by interest and other revenue, income taxes, other taxes, and grants and contributions. The City continues to monitor revenue on a monthly basis, notably sales tax, building permit, and real estate transfer tax revenue, as these three revenue sources are impacted by national economic conditions. The City continues to take steps to enhance retail sales in the City through proactive business retention and attraction efforts, and other economic development and vibrancy initiatives. Other economic factors impacting the City's budget are as follows.

- The average 4.3% City unemployment rate, was below the State of Illinois and Lake County rates of 4.6% and 5.8%, respectively, as sourced from the Illinois Department of Employment Security.
- The median value of the City's owner-occupied homes was $607,300, according to the U.S. Census Bureau American Community Survey estimates 2020 to 2024. This compares to $345,700 for the County and $263,300 for the State.
- The City had median family income of $168,094, according to the U.S. Census Bureau American Community Survey estimates 2020 to 2024, which placed the City among the nation's wealthiest communities with populations of 25,000 or more. This compares to $110,416 for Lake County and $83,390 for the State.

The City is mindful of the State of Illinois budget situation, its sizable pension liabilities, and its budget decisions. The Mayor and City Council continue to urge State lawmakers to pass balanced budgets that protect local government revenues. The City proactively prepares in the event of potential loss of these revenues.

As a result of conservative efforts, the City has been able to accumulate a General Fund Balance in excess of the City's policy of a 35% reserve. The Mayor and City Council have approved policies to strategically and gradually drawdown excess reserves to complete one-time capital improvements, over the capital improvement period 2026-2035, developed as part of the 2026 Budget. Included in the 2026 budget are $40 million of investments for street, streetscape, bridge, parking, sidewalk, bike walk, lighting, forestry, and other capital improvements.

The City's 2026 budget reflects a balanced operating budget with revenue and expenditure changes which are consistent with continued revenue strength, support of City priorities, strong fund balances, and continued resiliency expenditures for recovery from the 2022 shooting discussed in the Letter of Transmittal. Changes are detailed in the 2026 Budget document, which can be found on the City's website. All City staff remain committed to providing responsive and high-quality customer service.

Requests for Information

This financial report is designed to provide a general overview of the City's finances for anyone with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information may be addressed to the Office of the Finance Director, City of Highland Park, 1707 St. Johns Avenue, Highland Park, Illinois 60035.

	Primary Government			Component Units	
	Governmental Activities	Business-Type Activities	Total	Highland Park Public Library	Highland Park Housing Associations
Assets and Deferred Outflows of Resources					
Assets					
Cash	$ 76,579,621	$ 8,791,318	$ 85,370,939	$ 6,763,689	$ 2,920,137
Investments	-	-	-	5,702,882	-
Receivables (net):					
Property taxes	22,015,450	-	22,015,450	6,401,900	-
Leases	2,087,801	-	2,087,801	-	-
Motor fuel tax allotments	227,780	-	227,780	-	-
Accounts	673,385	4,198,171	4,871,556	-	1,476
Loans	187,500	-	187,500	-	-
Other	1,602,945	-	1,602,945	39,306	60,655
Intergovernmental	6,117,688	-	6,117,688	-	-
Deposits	753,666	-	753,666	-	-
Prepaid items	273,184	8,896	282,080	1,460	94,183
Net pension asset	1,459,987	476,381	1,936,368	351,834	-
Restricted assets	-	-	-	-	549,919
Capital assets:					
Capital assets not being depreciated / amortized	18,691,535	2,851,307	21,542,842	3,522,123	-
Capital assets being depreciated, net of depreciation / amortization	92,934,784	86,968,708	179,903,492	5,535,382	2,974,608
Total assets	223,605,326	103,294,781	326,900,107	28,318,576	6,600,978
Deferred Outflows of Resources					
Unamortized loss on refunding	-	410,194	410,194	-	-
Deferred outflows related to pensions	12,029,307	1,032,853	13,062,160	762,815	-
Deferred outflows related to OPEB	5,215,106	141,675	5,356,781	70,005	-
Total deferred outflows of resources	17,244,413	1,584,722	18,829,135	832,820	-
Total assets and deferred outflows of resources	$ 240,849,739	$ 104,879,503	$ 345,729,242	$ 29,151,396	$ 6,600,978
Liabilities, Deferred Inflows of Resources and Net Position					
Liabilities					
Accounts payable	$ 2,678,042	$ 1,560,759	$ 4,238,801	$ 979,047	$ 80,526
Accrued interest payable	2,799	9,905	12,704	-	24,234
Accrued payroll	1,063,280	180,821	1,244,101	96,000	-
Unearned revenues	708,852	72,439	781,291	125,000	24,448
Deposits	816,071	40,000	856,071	-	-
Other	-	-	-	-	52,402
Noncurrent liabilities:					
Due within one year	3,565,075	3,215,227	6,780,302	258,092	207,485
Due in more than one year	120,456,462	31,493,528	151,949,990	4,650,903	3,482,314
Total liabilities	129,290,581	36,572,679	165,863,260	6,109,042	3,871,409
Deferred Inflows of Resources					
Property taxes levied for future periods	22,015,450	-	22,015,450	6,401,900	-
Deferred inflows related to leases	2,087,801	-	2,087,801	-	-
Deferred inflows related to pensions	9,488,522	6,815	9,495,337	5,033	-
Deferred gain on refunding	-	48,570	48,570	-	-
Deferred inflows related to OPEB	9,438,563	256,408	9,694,971	126,699	-
Total deferred inflows of resources	43,030,336	311,793	43,342,129	6,533,632	-

See notes to financial statements

	Primary Government			Component Units	
	Governmental Activities	Business-Type Activities	Total	Highland Park Public Library	Highland Park Housing Associations
Net Position					
Net investment in capital assets	$ 86,445,189	$ 57,499,719	$ 143,944,908	$ 6,176,597	$ (715,191)
Restricted for:					
Capital projects	-	-	-	1,694,335	-
Municipal retirement	1,459,987	476,381	1,936,368	351,834	-
Economic development	6,596,549	-	6,596,549	-	-
Public safety	832,707	-	832,707	-	-
Streets	75,855	-	75,855	-	-
Affordable housing	1,933,511	-	1,933,511	-	-
Library materials	-	-	-	55,930	-
Working cash	-	-	-	375,000	-
Unrestricted	(28,814,976)	10,018,931	(18,796,045)	7,855,026	3,444,760
Total net position	68,528,822	67,995,031	136,523,853	16,508,722	2,729,569
Total liabilities, deferred inflows of resources and net position	$ 240,849,739	$ 104,879,503	$ 345,729,242	$ 29,151,396	$ 6,600,978

See notes to financial statements

City of Highland Park

Statement of Activities
Year Ended December 31, 2025

Functions/Programs	Expenses	Program Revenues: Fees, Fines and Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions
Primary Government				
Governmental activities:				
General government	$ 10,024,688	$ 3,367,058	$ -	$ -
Public safety	37,644,078	5,081,589	66,824	-
Public works	17,579,370	673,158	1,377,630	112,576
Transit	1,726,932	1,538,870	-	-
Commissions	106,700	-	-	-
Economic and physical development	8,609,293	1,687,900	-	-
Interest and fiscal charges	979,097	-	-	-
Total governmental activities	76,670,158	12,348,575	1,444,454	112,576
Business-type activities:				
Water	11,295,289	14,898,544	195,068	-
Sewer	4,614,990	5,135,259	114,113	-
Total business-type activities	15,910,279	20,033,803	309,181	-
Total primary government	$ 92,580,437	$ 32,382,378	$ 1,753,635	$ 112,576
Component Unit				
Highland Park Public Library	$ 6,176,095	$ 29,943	$ 380,790	$ -
Highland Park Housing Association	$ 1,622,334	$ 1,953,265	$ -	$ -

General Revenues	
Taxes:	
Property taxes	
Sales taxes	
Home rule sales tax	
Franchise taxes	
Real estate transfer tax	
Utility taxes	
Other taxes	
Unrestricted intergovernmental revenue:	
Income taxes	
Personal property replacement taxes	
Payment in lieu of taxes and affordable units	
Gain on disposal of assets	
Investment income	
Miscellaneous	
Total general revenues	
Transfers	
Change in net position	
Net Position, Beginning	
Net Position, Ending	

See notes to financial statements

Net (Expense) Revenue and Changes in Net Position				
Primary Government			Component Units	
Governmental Activities	Business-Type Activities	Total	Highland Park Public Library	Highland Park Housing Associations
$ (6,657,630)	$ -	$ (6,657,630)	$ -	$ -
(32,495,665)	-	(32,495,665)	-	-
(15,416,006)	-	(15,416,006)	-	-
(188,062)	-	(188,062)	-	-
(106,700)	-	(106,700)	-	-
(6,921,393)	-	(6,921,393)	-	-
(979,097)	-	(979,097)	-	-
(62,764,553)	-	(62,764,553)	-	-
-	3,798,323	3,798,323	-	-
-	634,382	634,382	-	-
-	4,432,705	4,432,705	-	-
(62,764,553)	4,432,705	(58,331,848)	-	-
-	-	-	(5,765,362)	-
-	-	-	-	330,931
20,139,729	-	20,139,729	5,852,689	-
13,489,685	-	13,489,685	-	-
6,518,904	-	6,518,904	-	-
1,338,932	-	1,338,932	-	-
2,649,920	-	2,649,920	-	-
2,564,066	-	2,564,066	-	-
2,231,804	-	2,231,804	-	-
5,442,071	-	5,442,071	-	-
444,924	-	444,924	62,604	-
1,233,814	-	1,233,814	-	-
289,214	-	289,214	-	-
3,364,189	450,294	3,814,483	527,197	23,109
319,232	-	319,232	-	1,381
60,026,484	450,294	60,476,778	6,442,490	24,490
(10,913)	10,913	-	-	-
(2,748,982)	4,893,912	2,144,930	677,128	355,421
71,277,804	63,101,119	134,378,923	15,831,594	2,374,148
$ 68,528,822	$ 67,995,031	$ 136,523,853	$ 16,508,722	$ 2,729,569

See notes to financial statements

City of Highland Park

Balance Sheet -
Governmental Funds
December 31, 2025

	Major Funds					Nonmajor Governmental Funds	Total Governmental Funds
	General	Public Safety Pension Levy	Multi-Modal Transportation	Capital Projects	Debt Service		
Assets							
Cash and cash equivalents	$ 51,776,211	$ -	$ 3,034,067	$ 4,339,091	$ 1,133,277	$ 9,358,245	$ 69,640,891
Receivables (net):							
Property taxes	3,448,000	7,259,500	3,829,800	-	5,433,650	2,044,500	22,015,450
Leases	2,087,801	-	-	-	-	-	2,087,801
Motor fuel tax allotments	-	-	-	-	-	227,780	227,780
Accounts	442,665	-	219,006	35,538	-	36,909	734,118
Loans	-	-	-	187,500	-	-	187,500
Other	312,908	-	-	-	-	-	312,908
Intergovernmental	6,057,637	-	-	60,051	-	-	6,117,688
Deposits	-	-	-	-	-	753,666	753,666
Prepaid items	20,237	-	-	-	-	1,025	21,262
Due from other funds	564,325	-	-	-	-	-	564,325
Total assets	$ 64,709,784	$ 7,259,500	$ 7,082,873	$ 4,622,180	$ 6,566,927	$ 12,422,125	$ 102,663,389
Liabilities, Deferred Inflows of Resources and Fund Balances							
Liabilities							
Accounts payable	$ 1,190,226	$ -	$ 391,813	$ 636,462	$ -	$ 232,444	$ 2,450,945
Accrued liabilities	886,363	-	93,038	-	-	7,624	987,025
Due to other funds	-	-	-	-	-	564,325	564,325
Unearned revenues	237,860	-	-	-	-	-	237,860
Deposits	813,071	-	-	3,000	-	-	816,071
Total liabilities	3,127,520	-	484,851	639,462	-	804,393	5,056,226
Deferred Inflows of Resources							
Property taxes levied for future periods	3,448,000	7,259,500	3,829,800	-	5,433,650	2,044,500	22,015,450
Unavailable revenue for other	336,825	-	-	71,053	-	-	407,878
Deferred inflows related to leases	2,087,801	-	-	-	-	-	2,087,801
Total deferred inflows of resources	5,872,626	7,259,500	3,829,800	71,053	5,433,650	2,044,500	24,511,129
Fund Balances							
Nonspendable for prepaid items	20,237	-	-	-	-	1,025	21,262
Restricted for:							
Streets	-	-	-	-	-	75,855	75,855
Public safety	-	-	-	-	-	832,707	832,707
Economic development	-	-	-	-	-	6,596,549	6,596,549
Affordable housing	-	-	-	-	-	1,933,511	1,933,511
Capital projects	-	-	-	1,576,114	-	-	1,576,114
Committed for:							
Sustainability initiatives	-	-	-	-	-	133,585	133,585
Transportation	-	-	2,768,222	-	-	-	2,768,222
Assigned for:							
Capital projects	2,296	-	-	2,335,551	-	-	2,337,847
Other postemployment benefits	12,853,550	-	-	-	-	-	12,853,550
Debt service	-	-	-	-	1,133,277	-	1,133,277
Unassigned, general fund	42,833,555	-	-	-	-	-	42,833,555
Total fund balances	55,709,638	-	2,768,222	3,911,665	1,133,277	9,573,232	73,096,034
Total liabilities, deferred inflows of resources and fund balances	$ 64,709,784	$ 7,259,500	$ 7,082,873	$ 4,622,180	$ 6,566,927	$ 12,422,125	$ 102,663,389

See notes to financial statements

Total Fund Balances - Governmental Funds		$ 73,096,034
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds:		
Capital assets	$ 222,012,084	
Accumulated depreciation	(110,385,765)	
		111,626,319
Less amount reported in Internal service funds		(8,476,068)
The net pension asset does not relate to current financial resources and is not reported in the governmental funds.		1,459,987
Less amount reported in Internal service funds		(156,926)
Unamortized premiums/discounts on bonds are reported as liabilities on the Statement of Net Position.		(2,060,890)
Revenues collected after the City's availability period are reported as deferred inflows of resources in governmental funds, however, these amounts have been reported as revenues in the Statement of Activities.		407,878
Deferred outflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.		12,029,307
Less amount reported in Internal service funds		(340,201)
Deferred outflows of resources related to other postemployment benefits do not relate to current financial resources and are not reported in the governmental funds.		5,215,106
Less amount reported in Internal service funds		(100,270)
Deferred inflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.		(9,488,522)
Less amount reported in Internal service funds		2,243
Deferred inflows of resources related to other postemployment benefits do not relate to current financial resources and are not reported in the governmental funds.		(9,438,563)
Less amount reported in Internal service funds		181,473
Some liabilities reported in the Statement of Net Position do not require the use of current financial resources and therefore are not reported as liabilities in governmental funds. These activities consist of:		
Compensated absences	(2,994,533)	
Accrued interest payable	(2,799)	
Net pension liability, Firefighter's Pension	(33,943,888)	
Net pension liability, Police Pension	(47,511,412)	
Total OPEB liability	(11,740,303)	
Lease liability	(307,269)	
Claims payable	(157,416)	
General obligation bonds payable	(25,305,826)	
Less amount reported in Internal service funds	470,533	
		(121,492,913)
Internal service funds are reported in the statement of net position as governmental activities.		16,064,828
Net Position of Governmental Activities		$ 68,528,822

See notes to financial statements

City of Highland Park

Statement of Revenues, Expenditures and Changes in Fund Balances -
Governmental Funds
Year Ended December 31, 2025

	Major Funds						
	General	Public Safety Pension Levy	Multi-Modal Transportation	Capital Projects	*(Previously Nonmajor)* Debt Service	Nonmajor Governmental Funds	Total Governmental Funds
Revenues							
Property taxes	$ 4,654,063	$ 6,990,014	$ 3,703,880	$ -	$ 2,924,463	$ 1,867,309	$ 20,139,729
Personal property replacement tax	444,924	-	-	-	-	-	444,924
Licenses and permits	2,048,706	-	13,510	-	-	11,350	2,073,566
Public charges for services	5,041,485	-	117,109	-	-	942,569	6,101,163
Municipal sales tax	20,008,589	-	-	-	-	-	20,008,589
Utility taxes	2,564,066	-	-	-	-	-	2,564,066
Real estate transfer tax	2,649,920	-	-	-	-	-	2,649,920
Intergovernmental	66,824	-	-	-	-	228,567	295,391
State income tax	5,442,071	-	-	-	-	-	5,442,071
Franchise tax	1,338,932	-	-	-	-	-	1,338,932
Payments in lieu of taxes and affordable units	1,011,334	-	-	-	-	222,480	1,233,814
Other taxes	1,587,943	-	266,438	-	-	148,856	2,003,237
Reimbursements	896,740	-	1,538,870	112,576	-	-	2,548,186
Fines, forfeitures and penalties	303,551	-	-	-	-	-	303,551
Motor fuel tax	-	-	-	-	-	1,377,630	1,377,630
Investment income	2,271,239	-	77,733	325,539	84,200	368,418	3,127,129
Miscellaneous	867,816	-	58,181	-	-	-	925,997
Total revenues	51,198,203	6,990,014	5,775,721	438,115	3,008,663	5,167,179	72,577,895
Expenditures							
Current:							
General government	9,084,693	-	-	-	-	-	9,084,693
Public safety	27,003,585	6,990,014	-	-	-	166,390	34,159,989
Public works	5,505,821	-	4,842,466	-	-	-	10,348,287
Commissions	106,700	-	-	-	-	-	106,700
Transit	-	-	1,476,923	-	-	-	1,476,923
Economic and physical development	6,036,680	-	-	-	-	758,726	6,795,406
Debt service:							
Principal	181,654	-	-	-	1,880,012	-	2,061,666
Interest and fiscal charges	24,457	-	-	-	1,107,566	-	1,132,023
Capital outlay	-	-	-	8,987,555	-	-	8,987,555
Total expenditures	47,943,590	6,990,014	6,319,389	8,987,555	2,987,578	925,116	74,153,242
Excess (deficiency) of revenues over expenditures	3,254,613	-	(543,668)	(8,549,440)	21,085	4,242,063	(1,575,347)
Other Financing Sources (Uses)							
General obligation debt issued	-	-	-	3,665,000	-	-	3,665,000
Premium on debt issued	-	-	-	396,865	-	-	396,865
Sales of general capital assets	312,908	-	-	-	-	-	312,908
Transfers in	829,000	-	-	5,262,506	61,800	-	6,153,306
Transfers out	(3,368,500)	-	-	(61,800)	-	(2,763,919)	(6,194,219)
Total other financing sources (uses)	(2,226,592)	-	-	9,262,571	61,800	(2,763,919)	4,333,860
Net change in fund balances	1,028,021	-	(543,668)	713,131	82,885	1,478,144	2,758,513
Fund Balances, Beginning (as previously reported)	54,681,617	-	3,311,890	3,198,534	-	9,145,480	70,337,521
Accounting changes (see note disclosure)	-	-	-	-	1,050,392	(1,050,392)	-
Fund Balances, Beginning (as adjusted)	54,681,617	-	3,311,890	3,198,534	1,050,392	8,095,088	70,337,521
Fund Balances, Ending	$ 55,709,638	$ -	$ 2,768,222	$ 3,911,665	$ 1,133,277	$ 9,573,232	$ 73,096,034

See notes to financial statements

City of Highland Park

Reconciliation of Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to Statement of Activities
Year Ended December 31, 2025

Net Change in Total Governmental Fund Balances		$ 2,758,513
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report purchases of capital assets as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets.		
Capital expenditures	$ 5,917,410	
Depreciation	(4,891,281)	
Net book value of assets retired	(23,694)	
Capital expenditures in excess of depreciation		1,002,435
Receivables not currently available are reported as revenue when collected or currently available in the fund financial statements but are recognized as revenue when earned in the government-wide financial statements.		(312,908)
Some expenses in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		
Accrued interest on debt	(296)	
Amortization of bond premiums	165,457	
Net pension asset, IMRF	121,575	
Net pension liability, Police Pension	2,975,646	
Net pension liability, Firefighter's Pension	4,842,913	
Total OPEB liability	497,413	
Deferred outflows of resources related to pensions	(2,547,659)	
Deferred outflows of resources related to OPEB	(1,080,960)	
Deferred inflows of resources related to pensions	(9,274,434)	
Deferred inflows of resources related to OPEB	137,182	
Lease liability	181,654	
Compensated absences	(322,766)	
		(4,304,275)
Debt issued provides current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		
Debt issued		(3,665,000)
Principal repaid		1,880,011
Governmental funds report debt premiums and discounts as other financing sources (uses) or financing source or uses. However, in the Statement of Net Position, these are reported as additions to or deductions from long-term debt. These are allocated over the period the debt is outstanding in the Statement of Activities and are reported as interest expense.		
Bond premium on debt issued		(396,865)
The change in claims payable is shown as an expense on the statement of activities.		8,577
Internal service funds are used by management to charge self insurance costs to individual funds. The change in net position of the internal service fund is reported with governmental activities.		280,530
Change in Net Position of Governmental Activities		$ (2,748,982)

See notes to financial statements

	Business-Type Activities - Enterprise Funds			Governmental Activities
	Water	Sewer	Total	Internal Service Funds
Assets and Deferred Outflows of Resources				
Assets				
Current assets:				
Cash and cash equivalents	$ 6,019,139	$ 2,772,179	$ 8,791,318	$ 6,938,730
Accounts receivable (net)	3,363,751	834,420	4,198,171	1,229,304
Prepaid items	8,896	-	8,896	251,922
Total current assets	9,391,786	3,606,599	12,998,385	8,419,956
Noncurrent assets:				
Net pension asset	339,987	136,394	476,381	156,926
Land	66,958	-	66,958	-
Construction in progress	1,534,047	1,250,302	2,784,349	2,211,680
Lease asset, right-to-use	-	-	-	108,340
Water and sewer plant and equipment	108,210,007	93,025,404	201,235,411	-
Improvements other than buildings	-	1,181,331	1,181,331	-
Machinery, equipment and furnishings	-	-	-	18,267,046
Less accumulated depreciation	(48,127,447)	(67,320,587)	(115,448,034)	(12,110,998)
Total noncurrent assets	62,023,552	28,272,844	90,296,396	8,632,994
Total assets	71,415,338	31,879,443	103,294,781	17,052,950
Deferred Outflows of Resources				
Unamortized loss on advanced refunding	410,194	-	410,194	-
Deferred outflows related to pensions	737,121	295,732	1,032,853	340,201
Deferred outflows related to OPEB	91,286	50,389	141,675	100,270
Total deferred outflows of resources	1,238,601	346,121	1,584,722	440,471

See notes to financial statements

City of Highland Park

Statement of Net Position -
Proprietary Funds
December 31, 2025

	Business-Type Activities - Enterprise Funds			Governmental Activities
	Water	Sewer	Total	Internal Service Funds
Liabilities, Deferred Inflows of Resources and Net Position				
Liabilities				
Current liabilities:				
Accounts payable	$ 1,451,908	$ 108,851	$ 1,560,759	$ 227,097
Accrued liabilities	131,722	59,004	190,726	76,255
Deposits	40,000	-	40,000	-
Unearned revenues	72,439	-	72,439	470,992
Due within one year	2,523,234	691,993	3,215,227	49,600
Total current liabilities	4,219,303	859,848	5,079,151	823,944
Noncurrent liabilities:				
Due in more than one year	27,297,079	4,196,449	31,493,528	420,933
Total noncurrent liabilities	27,297,079	4,196,449	31,493,528	420,933
Total liabilities	31,516,382	5,056,297	36,572,679	1,244,877
Deferred Inflows of Resources				
Deferred gain on refunding	-	48,570	48,570	-
Deferred inflows related to pensions	4,864	1,951	6,815	2,243
Deferred inflows related to OPEB	165,210	91,198	256,408	181,473
Total deferred inflows of resources	170,074	141,719	311,793	183,716
Net Position				
Net investment in capital assets	34,001,679	23,498,040	57,499,719	8,476,068
Restricted for:				
Municipal retirement	339,987	136,394	476,381	156,926
Unrestricted net position	6,625,817	3,393,114	10,018,931	7,431,834
Total net position	$ 40,967,483	$ 27,027,548	$ 67,995,031	$ 16,064,828

See notes to financial statements

City of Highland Park

Statement of Revenues, Expenses and Changes in Fund Net Position -
Proprietary Funds
Year Ended December 31, 2025

	Business-Type Activities - Enterprise Funds			Governmental Activities
	Water	Sewer	Total	Internal Service Funds
Operating Revenues				
Water sales	$ 14,464,532	$ -	$ 14,464,532	$ -
Sanitary sewer charges	-	2,551,013	2,551,013	-
Stormwater management fees	-	2,490,594	2,490,594	-
Water/sewer permit fees	114,985	34,500	149,485	-
Charges for goods and services	-	-	-	11,002,521
Miscellaneous	319,027	59,152	378,179	88,727
Total operating revenues	14,898,544	5,135,259	20,033,803	11,091,248
Operating Expenses				
Personnel services	3,043,738	1,602,532	4,646,270	1,712,945
Contractual services	1,321,438	395,522	1,716,960	6,753,872
Materials and supplies	767,741	57,591	825,332	669,437
Small tools and equipment	2,040,744	1,000,826	3,041,570	184,199
Administrative reimbursements	1,750,000	-	1,750,000	-
Repairs and maintenance	-	-	-	679,563
Depreciation	1,732,251	1,424,529	3,156,780	1,060,956
Total operating expenses	10,655,912	4,481,000	15,136,912	11,060,972
Operating income	4,242,632	654,259	4,896,891	30,276
Nonoperating Revenues (Expenses)				
Investment income	307,457	142,837	450,294	237,060
Intergovernmental	195,068	114,113	309,181	-
Gain (loss) on sale of capital assets	-	-	-	(4,572)
Interest and fiscal charges	(639,377)	(133,990)	(773,367)	(12,234)
Total nonoperating revenues (expenses)	(136,852)	122,960	(13,892)	220,254
Income before transfers	4,105,780	777,219	4,882,999	250,530
Transfers				
Transfers in	-	10,913	10,913	30,000
Total transfers	-	10,913	10,913	30,000
Change in net position	4,105,780	788,132	4,893,912	280,530
Net Position, Beginning	36,861,703	26,239,416	63,101,119	15,784,298
Net Position, Ending	$ 40,967,483	$ 27,027,548	$ 67,995,031	$ 16,064,828

See notes to financial statements

City of Highland Park

Statement of Cash Flows -
Proprietary Funds
Year Ended December 31, 2025

	Business-Type Activities - Enterprise Funds			Governmental Activities
	Water	Sewer	Total	Internal Service Funds
Cash Flows From Operating Activities				
Cash received from customers and users	$ 13,400,426	$ 5,065,545	$ 18,465,971	$ 11,283,556
Cash payments for goods and services	(5,516,719)	(1,443,885)	(6,960,604)	(8,380,529)
Cash payments to employees	(2,752,215)	(1,367,585)	(4,119,800)	(1,589,375)
Net cash provided by (used in) operating activities	5,131,492	2,254,075	7,385,567	1,313,652
Cash Flows From Noncapital Financing Activities				
Operating transfers	-	10,913	10,913	30,000
Operating grants received	195,068	114,113	309,181	-
Net cash provided by (used in) noncapital financing activities	195,068	125,026	320,094	30,000
Cash Flows From Capital and Related Financing Activities				
Purchase of capital assets	(4,147,346)	(1,582,483)	(5,729,829)	(1,162,139)
Interest paid on debt	(851,230)	(37,046)	(888,276)	(12,234)
Principal payments on bonds and loans	(2,374,775)	(575,000)	(2,949,775)	-
Proceeds from sale of capital assets	-	-	-	56,762
Lease principal paid	-	-	-	(15,526)
Loan proceeds	1,149,590	-	1,149,590	-
Bond proceeds	-	1,370,000	1,370,000	-
Net cash used in capital and related financing activities	(6,223,761)	(824,529)	(7,048,290)	(1,133,137)
Cash Flows From Investing Activities				
Income and dividends received	307,457	142,837	450,294	237,060
Net cash provided by (used in) investing activities	307,457	142,837	450,294	237,060
Net increase (decrease) in cash	(589,744)	1,697,409	1,107,665	447,575
Cash and Cash Equivalents, Beginning	6,608,883	1,074,770	7,683,653	6,491,155
Cash and Cash Equivalents, Ending	$ 6,019,139	$ 2,772,179	$ 8,791,318	$ 6,938,730

See notes to financial statements

City of Highland Park

Statement of Cash Flows -
Proprietary Funds
Year Ended December 31, 2025

	Business-Type Activities - Enterprise Funds			Governmental Activities
	Water	Sewer	Total	Internal Service Funds
Reconciliation of Operating Income (Loss) to Net Cash Provided by Operating Activities				
Operating income	$ 4,242,632	$ 654,259	$ 4,896,891	$ 30,276
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation	1,732,251	1,424,529	3,156,780	1,060,956
Change in operating assets and liabilities:				
Accounts receivable	(1,504,668)	(69,714)	(1,574,382)	(278,684)
Prepaid items	(8,896)	-	(8,896)	24,331
Deferred outflows, pension	291,949	197,485	489,434	224,274
Deferred outflows, OPEB	20,093	(1,109)	18,984	50,725
Accounts payable	372,100	10,054	382,154	(117,789)
Deposits payable	1,000	-	1,000	-
Accrued salaries	30,371	13,670	44,041	17,394
Net pension asset	(79,701)	(11,650)	(91,351)	(14,142)
Compensated absences	49,501	5,720	55,221	(36,154)
Total OPEB liability	(10,430)	17,897	7,467	(67,012)
Deferred inflows, pension	(6,599)	(3,543)	(10,142)	(4,043)
Deferred inflows, OPEB	(3,661)	16,477	12,816	(47,472)
Unearned revenue	5,550	-	5,550	470,992
Total adjustments	888,860	1,599,816	2,488,676	1,283,376
Net cash provided (used) by operating activities	$ 5,131,492	$ 2,254,075	$ 7,385,567	$ 1,313,652
Noncash Capital and Related Financing Activities				
Change in capital related accounts payable	$ 503,521	$ (135,178)		$ (54,154)

See notes to financial statements

City of Highland Park

Statement of Fiduciary Net Position -
Fiduciary Funds
December 31, 2025

	Pension Trust Funds
Assets	
Cash and cash equivalents	$ 1,581,828
Investments:	
Police officers' pension investment fund	66,889,308
Firefighters' pension investment fund	71,822,789
Total assets	140,293,925
Liabilities	
Accounts payable	14,198
Total liabilities	14,198
Net Position	
Restricted for retirement benefits	140,279,727
Total net position	$ 140,279,727

See notes to financial statements

City of Highland Park

Statement of Changes in Fiduciary Net Position -
Fiduciary Funds
Year Ended December 31, 2025

	Pension Trust Funds
Additions	
Contributions:	
Employer	$ 9,516,490
Plan members	1,455,121
Total contributions	10,971,611
Investment earnings:	
Investment income	1,655,498
Net appreciation in fair value of investments	19,178,950
Total investment earnings	20,834,448
Less investment expense	(197,299)
Net investment earnings	20,637,149
Total additions	31,608,760
Deductions	
Benefits	12,507,455
Administration	231,517
Total deductions	12,738,972
Change in net position	18,869,788
Net Position, Beginning	121,409,939
Net Position, Ending	$ 140,279,727

See notes to financial statements

		Page
1.	**Summary of Significant Accounting Policies**	32
	Reporting Entity	32
	Government-Wide and Fund Financial Statements	34
	Measurement Focus, Basis of Accounting and Financial Statement Presentation	36
	Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position or Equity	37
	Deposits and Investments	37
	Receivables	40
	Inventories and Prepaid Items	40
	Capital Assets	41
	Deferred Outflows of Resources	41
	Compensated Absences	42
	Long-Term Obligations	42
	Leases	42
	Deferred Inflows of Resources	42
	Equity Classifications	43
2.	**Detailed Notes on All Funds**	44
	Deposits and Investments	44
	Receivables	47
	Capital Assets	48
	Interfund Receivables/Payables and Transfers	49
	Long-Term Obligations	51
	Accounting Changes	56
	Net Position	56
	Component Units	57
3.	**Other Information**	62
	Employees' Retirement System	62
	Risk Management	75
	Other Postemployment Benefits	77
	Subsequent Event	80
	Tax Increment Financing District	81
	Effect of New Accounting Standards on Current-Period Financial Statements	81
	Major Customers	81

1. Summary of Significant Accounting Policies

The City of Highland Park, Illinois (the City) was incorporated in 1869. The City is a home-rule municipality, under the 1970 Illinois Constitution, located in Lake County, Illinois. The City operates under a Council-Manager form of government and provides the following services as authorized by its charter: public safety (police and fire), highways and streets, health, social, and cultural services; water and sanitation; public improvements; planning and zoning; and general administrative services.

The accounting policies of the City conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

Reporting Entity

This report includes all of the funds of the City. The reporting entity for the City consists of the primary government and its component units. Component units are legally separate organizations for which the primary government is financially accountable or other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading. The primary government is financially accountable if (1) it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization, (2) it appoints a voting majority of the organization's governing body and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government, (3) the organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. Certain legally separate, tax exempt organizations should also be reported as a component unit if all of the following criteria are met: (1) the economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units or its constituents; (2) the primary government or its component units, is entitled to, or has the ability to access, a majority of the economic resources received or held by the separate organization; and (3) the economic resources received or held by an individual organization that the primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to the primary government.

Component units are reported using one of three methods, discrete presentation, blended or fiduciary. Generally, component units should be discretely presented in a separate column in the financial statements. A component unit should be reported as part of the primary government using the blending method if it meets any one of the following criteria: (1) the primary government and the component unit have substantively the same governing body and a financial benefit or burden relationship exists, (2) the primary government and the component unit have substantively the same governing body and management of the primary government has operational responsibility for the component unit, (3) the component unit serves or benefits, exclusively or almost exclusively, the primary government rather than its citizens or (4) the total debt of the component unit will be paid entirely or almost entirely from resources of the primary government.

Discretely Presented Component Units

Highland Park Public Library

The government-wide financial statements include the Highland Park Public Library (Library) as a component unit. The Library is a legally separate organization. The board of the Library is appointed by the Mayor. Statutes provide for circumstances whereby the City can impose its will on the Library, and also create a potential financial benefit to or burden on the City. As a component unit, the Library's financial statements have been presented as a discrete column in the financial statements. The information presented is for the fiscal year ended December 31, 2025. Separately issued financial statements of the Highland Park Public Library may be obtained from the Library's office.

Highland Park Housing Associations

The government-wide financial statements include the Highland Park Housing Associations (Association) as a component unit. The Association is a legally separate organization and was created in 1973 to encourage and engage in the development of low-and moderate-income housing. Currently, the Commission operates rental housing in three affordable developments, which are owned and/or operated by three distinct housing associations. The board of the Association is appointed by the three distinct housing associations. These are the Ravinia Housing Association, the Peers Housing Association and the Sunset Woods Housing Association. The Ravinia Housing Association is comprised of two separate developments at two separate locations. The members of the Housing Commission, which are appointed by the Mayor and confirmed by the City Council, are concurrently the board members of the three individual associations. The City has the ability to impose its will over the Highland Park Housing Associations for the following reasons: (1) the Mayor has the ability to remove members at will without cause and (2) the Housing Commission budget and all projects are required to be approved by City Council. The Chair of the Housing Commission is also the President of each of the housing associations. Each of the three housing associations is a separate registered not-for-profit entity and has its own bylaws. As a component unit, the Association's financial statements have been presented as a discrete column in the financial statements. The information presented is for the fiscal year ended December 31, 2025. Separately issued financial statements of the Highland Park Housing Associations may be obtained from the City's office.

Fiduciary Component Units

The Police Pension Employees Retirement System (PPERS) is established for the City's police employees. PPERS functions for the benefit of these employees and is governed by a five-member pension board. Two members appointed by the City's Mayor, one pension beneficiary elected by the membership and two police employees elected by the membership constitute the pension board. The City and the PPERS participants are obligated to fund all PPERS costs based upon actuarial valuations. A municipality is considered to have a financial burden if it is legally obligated or has otherwise assumed the obligation to make contributions to the pension plan. The State of Illinois is authorized to establish benefit levels and the City is authorized to approve the actuarial assumptions used in the determination of contribution levels. PPERS is reported as a fiduciary component unit pension trust fund and the data for the pension is included in the government's fiduciary fund financial statements as a pension trust fund. No separate annual financial report is issued for the PPERS.

The Firefighters' Pension Employees Retirement System (FPERS) is established for the City's firefighters. FPERS functions for the benefit of these employees and is governed by a five-member pension board. Two members appointed by the City's Mayor, one pension beneficiary elected by the membership; and two fire employees elected by the membership constitute the pension board. The City and the FPERS participants are obligated to fund all FPERS costs based upon actuarial valuations. A municipality is considered to have a financial burden if it is legally obligated or has otherwise assumed the obligation to make contributions to the pension plan. The State of Illinois is authorized to establish benefit levels and the City is authorized to approve the actuarial assumptions used in the determination of contribution levels. FPERS is reported as a fiduciary component unit and the data for the pension is included in the government's fiduciary fund financial statements as a pension trust fund. No separate annual financial report is issued for the FPERS.

Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The City does not allocate indirect expenses to functions in the statement of activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported as general revenues. Internally dedicated resources are reported as general revenues rather than as program revenues.

Fund Financial Statements

Financial statements of the City are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position/fund balance, revenues and expenditures/expenses.

Funds are organized as major funds or nonmajor funds within the governmental and proprietary statements. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

a. Total assets/deferred outflows of resources, liabilities/deferred inflows of resources, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10% of the corresponding total for all funds of that category or type, and

b. The same element of the individual governmental or enterprise fund that met the 10% test is at least 5% of the corresponding total for all governmental and enterprise funds combined.

c. In addition, any other governmental or enterprise fund that the City believes is particularly important to financial statement users may be reported as a major fund.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental and enterprise funds:

General Fund

General Fund is used to account for the City's primary operating activities. It is used to account for and report all financial resources except those accounted for and reported in another fund.

Special Revenue Funds

Public Safety Pension Levy Fund is used to account for the portion of the property tax levy restricted to funding police and firefighters' pensions, which is transferred to the Police and Firefighters' Pension Funds.

Multi-Modal Transportation Fund is used to account for activities fundamental to vehicular and pedestrian traffic and transit services reimbursed by Pace.

Debt Service Fund

Debt Service Fund is used to account for funds restricted, committed or assigned to the payment of interest and principal on general and special obligation debt other than that payable from special assessments and debt issued for and serviced by a governmental enterprise.

Capital Projects Fund

Capital Projects Fund is used to account for funds restricted, committed or assigned to alleviate storm drainage problems, finance street improvements and provide other facility and infrastructure improvements. The City has chosen to report this fund as a major fund.

Enterprise Funds

Water Fund is used to account for operations of the water facilities and services owned and provided by the City to its residents. The activities are entirely or predominantly self-supported by user charges.

Sewer Fund is used to account for operations of the sanitary sewer facilities and services owned and provided by the City to its residents. The activities are entirely or predominantly self-supported by user charges.

The City reports the following nonmajor governmental funds:

Special Revenue Funds

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes (other than debt service or capital projects).

Motor Fuel Tax Fund
Foreign Fire Insurance Tax Fund
Affordable Housing Fund
Emergency 911 System Fund
Environmental Sustainability Fund

Capital Projects Funds

Capital Projects Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Tax Increment Financing - Ravinia Fund	Tax Increment Financing - Briergate Fund

In addition, the City reports the following fund types:

Internal Service Funds

Internal Service Funds are used to account for and report the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governmental units, on a cost-reimbursement basis.

Equipment Maintenance and Replacement Fund	Insurance Fund

Pension Trust Funds

Pension Trust Funds are used to account for and report resources that are required to be held in trust for the members and beneficiaries of defined benefit pension plans.

Police Pension Fund	Firefighters' Pension Fund

Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied. Taxes receivable for the following year are recorded as receivables and deferred inflows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met. Special assessments are recorded as revenue when earned. Unbilled receivables are recorded as revenues when services are provided.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's enterprise funds and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days (except sales and telecommunications taxes which use 90 days) of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, compensated absences and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

Property taxes are recorded in the year levied as receivables and deferred inflows. They are recognized as revenues in the succeeding year when services financed by the levy are being provided.

Intergovernmental aids and grants are recognized as revenues in the period the City is entitled to the resources and the amounts are available. Amounts owed to the City which are not available are recorded as receivables and unavailable revenues. Amounts received before eligibility requirements (excluding time requirements) are met are recorded as liabilities. Amounts received in advance of meeting time requirements are recorded as deferred inflows.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services, special assessments and interest. Other general revenues such as fines and forfeitures, inspection fees, recreation fees and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above.

Proprietary and Fiduciary Funds

Proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as described previously in this note.

The proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary funds are charges to customers for sales and services. Special assessments are recorded as receivables and contribution revenue when levied. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

All Financial Statements

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position or Equity

Deposits and Investments

For purposes of the statement of cash flows, the City considers all highly liquid investments with an initial maturity of three months or less when acquired to be cash equivalents.

Illinois Statutes authorize the City to make deposits/investments in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States or agreement to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services and the Illinois Funds Investment Pool.

Pension funds may also invest in certain non-U.S. obligations, Illinois municipal corporations tax anticipation warrants, veteran's loans, obligations of the State of Illinois and its political subdivisions and the Illinois insurance company general and separate accounts, mutual funds meeting certain requirements, equity securities and corporate bonds meeting certain requirements. Pension funds with net assets in excess of $10,000,000 and an appointed investment advisor may invest an additional portion of its assets in common and preferred stocks and mutual funds, that meet certain requirements. The Police Pension Fund and Firefighters' Pension Fund investment policies allow funds to be invested in any type of security authorized by the Illinois Pension Code.

Illinois Public Act 101 0610 consolidated the assets of the state's more than 650 downstate and suburban public safety pension funds into two consolidated investment funds and required the Police Pension Fund and Firefighters' Pension Fund to pool their funds for investment purposes. The Illinois Police Officers' Pension Investment Fund and the Firefighters' Pension Investment Fund are external investment pools valued at share price, the price for which the investments could be sold. Additional information related to the Illinois Police Officers' Pension Investment Fund and the Firefighters' Pension Investment Fund can be found at https://www.ipopif.org and https://www.ifpif.org, respectively.

The Illinois Police Officers' Pension Investment Fund's investment policy statement has an investment objective to earn a long-term, net-of-fees, investment return that meets or exceeds the actuarial assumed rate of return and the return of the Policy Benchmark consistent with the risk level expected from the asset allocation. In the March 4, 2022 actuarial experience study the Illinois Police Officers' Pension Investment Fund's actuaries recommended an investment return of 6.75%.

The Firefighters' Pension Investment Fund's investment policy has an investment objective that seeks to maximize the likelihood of meeting long-term return objectives, while (i) maintaining prudent risk exposure, (ii) controlling fees and expenses related to management of the Fund and (iii) complying with the governing provisions of the Illinois Pension Code (40 ILCS 5 et seq.) and other applicable laws and regulations. Long-term return objectives are based on an assumed rate of return as set forth by the Firefighters' Pension Investment Fund's actuary. In the December 1, 2021 actuarial experience study the Firefighters' Pension Investment Fund's actuaries recommended an investment return of 7.125%.

The City's investment policy authorizes the City to make deposits/invest in insured commercial banks; savings and loan institutions; obligations of the U.S. Treasury, U.S. agency, and U.S. instrumentality; money market mutual funds regulated by the SEC and whose portfolios consist only of domestic debt securities; investment-grade obligations of state, provincial, and local governments and public authorities; certificates of deposits and other evidences of deposit at financial institutions, bankers' acceptances and commercial paper, rated in the highest tier by a nationally recognized rating agency; local government investment pools, either state administered or through joining powers statutes, and other intergovernmental agreement legislation; and Illinois Funds.

The City has adopted an investment policy. It is the policy of the City to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio. The primary objective of the policy is safety (preservation of capital and protection of investment principal), liquidity, and yield.

Interest Rate Risk

In accordance with its investment policy, the City limits its exposure to interest rate risk by structuring the portfolio so that securities mature concurrent with cash needs. The investment policy limits the maximum maturity length of investments to three years from date of purchase, unless specific authority is given to exceed. Investments in reserve funds may be purchased with maturities to match future projects of liability requirements. In addition, the policy requires the City to structure the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

In accordance with investment policies, the Police Pension Fund and Firefighters' Pension Fund limit exposure to interest rate risk by structuring the portfolios to provide liquidity for operating funds and maximizing yields for funds not needed within a one-year period. The investment policies do not limit the maximum maturity length of investments in the funds. The investment policies require that the portfolios be structured to meet the actuarially determined cash flow requirements of the funds.

Credit Risk

The City, Police Pension Fund and Firefighters' Pension Fund limit exposure to credit risk, the risk that the issuer of a debt security will not pay its par value upon maturity, by primarily investing in obligations guaranteed by the United States Government or securities issued by agencies of the United States Government that are explicitly or implicitly guaranteed by the United States Government.

Concentration of Credit Risk

The City's investment policy preserves its capital by requiring the portfolio to be sufficiently diversified with respect to the types of securities held, the number of financial institutions utilized and the maturities of the individual securities.

The Police and Firefighters' Pension Funds do not hold any investments susceptible to this risk as of December 31, 2025.

Custodial Credit Risk, Deposits

The City's investment policy limits the exposure to deposit custodial credit risk by requiring all deposits in excess of FDIC insurable limits to be secured with collateralization pledged by the applicable financial institution to the extent of 110% of the value of the deposit. The Police and Firefighters’ Pension Fund investment policies require pledging of collateral with a fair value of 110% of all bank balances in excess of federal depository insurance with the collateral held by the Police and Firefighters' Pension Funds or their respective agents in the name of the Police and Firefighters' Pension Fund.

Custodial Credit Risk, Investments

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the City will not be able to recover the value of its investments that are in possession of the outside party. The City's investment policy does not address custodial credit risk.

The Police and Firefighters' Pension Fund investment policies require investments to be held by a separate third party custodian to safe-keep the assets of the funds, complying with provisions of the Illinois Pension Code.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. Fair values are based on methods and inputs as outlined in Note 2. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Investment income on commingled investments of municipal accounting funds is allocated based on average balances.

Illinois Funds is an investment pool managed by the State of Illinois, Office of the Treasurer, which allows governments within the State to pool their funds for investment purposes. Illinois Funds is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in Illinois Funds are valued at Illinois Fund's share price, the price for which the investments could be sold.

Receivables

Property taxes for levy year 2025 attach as an enforceable lien on January 1, 2025, on property values assessed as of the same date. Taxes are levied by December following the lien date (by passage of a Tax Levy Ordinance).

Tax bills for levy year 2025 are prepared by Lake County, issued in May 2026 and are payable in two installments, on or about June 6, 2026 and September 6, 2026 or within 30 days of the tax bills being issued.

The County collects such taxes and remits them periodically. The 2025 property tax levy is recognized as a receivable and deferred inflows in fiscal 2025, net the allowance for uncollectible. As the taxes become available to finance current expenditures, they are recognized as revenues. At December 31, 2025, the property taxes receivable and related deferred inflows consisted of the estimated amount collectible from the 2025 levy and any uncollected and available amounts from prior levies.

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Short-term interfund loans are reported as "due to and from other funds." Long-term interfund loans (noncurrent portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as internal balances.

Inventories and Prepaid Items

Governmental fund inventories, if material, are recorded at cost based on the average cost method using the consumption method of accounting. Proprietary fund inventories are generally used for construction and/or for operation and maintenance work. They are not for resale. They are valued at cost based on average cost and charged to construction and/or operation and maintenance expense when used.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

Capital Assets

Government-Wide Financial Statements

Capital assets, which include property, buildings, vehicles, plant and equipment, and infrastructure are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial cost of more than $5,000 for general capital assets and $50,000 for infrastructure assets,and an estimated useful life in excess of three year for City-owned assets and two years for leased assets. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated capital assets and service concession arrangements are recorded at their estimated acquisition value at the date of donation.

Additions to and replacements of capital assets of business-type activities are recorded at original cost, which includes material, labor and overhead. The cost of renewals and betterments relating to retirement units is added to plant accounts. The cost of property replaced, retired or otherwise disposed of, is deducted from plant accounts and, generally, together with removal costs less salvage, is charged to accumulated depreciation.

Depreciation and amortization of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation and amortization reflected in the statement of net position. Depreciation and amortization is provided over the assets' estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

Buildings	50 Years
Public domain infrastructure	20-50 Years
System infrastructure	40-50 Years
Vehicles	3-20 Years
Mobile equipment	10-30 Years
Furniture and fixtures	10 Years
Computer equipment	5 Years

Lease assets are typically amortized over the lease term.

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same way as in the government-wide statements.

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net assets that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

A deferred charge on refunding arises from the advance refunding of debt. The difference between the cost of the securities placed in trust for future payments of the refunded debt and the net carrying value of that debt is deferred and amortized as a component of interest expense over the shorter of the term of the refunding issue or the original term of the refunded debt. The unamortized amount is reported as a deferred outflow of resources in the government-wide and proprietary fund financial statements.

Compensated Absences

The City's policy for vacation pay states that vacation time is earned each pay period. Vacation credits carryover into future years up to a maximum of 30 days. Any accumulated time in excess of 30 days is lost. Unused sick time may be used toward time off and/or converted to pre-tax dollars and deposited into the Section 125 Flexible Spending Program or 457 deferred compensation account. Accumulated sick and vacation leave (including related social security and medicare) of proprietary funds is recorded as an expense and liability of those funds and in the governmental activities column in the government-wide financial statements as they are earned. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements, and are payable with expendable resources.

Long-Term Obligations

All long-term obligations to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term obligations consist primarily of notes and bonds payable, accrued compensated absences, claims payable, leases, net pension liabilities, and total OPEB liabilities.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. The face value of debts (plus any premiums) are reported as other financing sources and payments of principal and interest are reported as expenditures. The accounting in proprietary funds is the same as it is in the government-wide statements.

For the government-wide statements and proprietary fund statements, bond premiums and discounts are amortized over the life of the issue using the straight-line or effective interest method. The balance at year end is shown as an increase or decrease in the liability section of the statement of net position.

Leases

The City is a lessor because it leases capital assets to other entities. As a lessor, the City reports a lease receivable and corresponding deferred inflow of resources in both the fund financial statements and government-wide financial statements. The City continues to report and depreciate the capital assets being leased as capital assets of the primary government.

The City is a lessee because it leases capital assets from other entities. As a lessee, the City reports a lease liability and an intangible right-to-use capital asset (known as the lease asset) on the government-wide financial statements and proprietary fund statements. In the governmental fund financial statements, the City recognizes lease proceeds and capital outlay at initiation of the lease, and the outflow of resources for the lease liability as a debt service payment.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net assets that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Equity Classifications

Government-Wide Statements

Equity is classified as net position and displayed in three components:

a. **Net Investment in Capital Assets** - Consists of capital assets including restricted capital assets, net of accumulated depreciation/amortization and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

b. **Restricted Net Position** - Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation.

c. **Unrestricted Net Position** - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Statements

Governmental fund balances are displayed as follows:

a. **Nonspendable** - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.

b. **Restricted** - Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.

c. **Committed** - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through a formal action (resolution) of the City Council. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the City Council that originally created the commitment.

d. **Assigned** - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. The City has adopted a resolution authorizing the Budget Officer to assign amounts for a specific purpose. Assignments may take place after the end of the reporting period.

e. **Unassigned** - Includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those purposes.

Proprietary fund equity is classified the same as in the government-wide statements.

The City has not adopted a flow of funds and therefore applies the flow of funds from GASB Statement No. 54, which prescribes that the funds with the highest level of constraint are expended first. The City considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the City would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The City has established minimum fund balance targets for certain governmental funds which encompass both assigned and unassigned fund balance. The targets, expressed as percentages of operating expenditures as follows: General Fund (35%), Multi-Modal Transportation Fund (10%), Emergency 911 Fund (10%), Environmental Sustainability Fund (10%), Affordable Housing Trust Fund (150%) and Debt Service Fund (15%).

2. Detailed Notes on All Funds

Deposits and Investments

The City maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the statement of net position and balance sheet as cash and investments. The deposits and investments of the pension trust funds are held separately from those of other funds.

Deposits and investments at year end were comprised of the following:

	Carrying Value	Statement Balances
Deposits	$ 72,749,860	$ 76,222,577
IIIT, money market	13,018,845	13,018,845
Money market, other	1,178,592	1,178,592
Illinois Police Officers' Investment Fund	66,889,308	66,889,308
Firefighters' Pension Investment Fund	71,822,789	71,822,789
Petty cash	5,470	-
Total deposits and investments	$ 225,664,864	$ 229,132,111

Reconciliation to financial statements	
Per statement of net position:	
Unrestricted cash and investments	$ 85,370,939
Per statement of net position, fiduciary funds:	
Cash and cash equivalent	1,581,828
Police officers' pension investment fund	66,889,308
Firefighters' pension investment fund	71,822,789
Total deposits and investments	$ 225,664,864

Deposits in each local and area bank are insured by the FDIC in the amount of $250,000 for time and savings accounts (including NOW accounts) and $250,000 for demand deposit accounts (interest-bearing and non-interest bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of $250,000 for the combined amount of all deposit accounts.

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The valuation methods for recurring fair value measurements are as follows:

- The City used the market valuation method for recurring fair value measurements.

Police Pension Fund

	December 31, 2025			
Investment Type	**Level 1**	**Level 2**	**Level 3**	**Total**
Money market, other	$ 622,885	$ -	$ -	$ 622,885

Firefighters' Pension Fund

	December 31, 2025			
Investment Type	**Level 1**	**Level 2**	**Level 3**	**Total**
Money market, other	$ 555,707	$ -	$ -	$ 555,707

The Police Pension Investment Fund of $66,889,308 and the Firefighters' Pension Investment Fund of $71,822,789 are measured at net asset value.

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the City's deposits may not be returned to the City.

The City does not have any deposits exposed to custodial credit risk.

Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations.

As of December 31, 2025, the City's investments were rated as follows:

Investment Type	Standard & Poors	Moody's Investors Services
Money market, Illinois Funds	AAAm	NR
Money market, other	AAAm	Aaa

The Pension Funds also held investments in the following external pools which are not rated:

Illinois Police Officers' Pension Investment Fund

Firefighters' Pension Investment Fund

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the value of an investment.

As of December 31, 2025, investments were as follows:

Police Pension Fund

Investment Type	Fair Value	Maturity (in Years Less than 1
Money market, other	$ 622,885	$ 622,885

Firefighters' Pension Fund

Investment Type	Fair Value	Maturity (in Years) Less than 1
Money market, other	$ 555,707	$ 555,707

Money-Weighted Rate of Return

Police Pension Fund

For the year ended December 31, 2025, the annual money-weighted rate of return on the Police Pension plan investments, net of pension plan investment expense, was 17.23%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Firefighters' Pension Fund

For the year ended December 31, 2025, the annual money-weighted rate of return on the Firefighters' Pension plan investments, net of pension plan investment expense, was 17.05%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Receivables

Receivables as of year end for the General Fund in the aggregate are as follows:

	General Fund
Intergovernmental receivable:	
Sales tax	$ 3,610,032
Utility tax	524,592
Home rule sales tax	1,819,672
Local use tax	103,341
Total	$ 6,057,637
Accounts receivable:	
Local sales	$ 182,869
Rent	13,341
Grants	10,161
Permits	72,668
Court fines	8,879
Miscellaneous	653,825
Gross receivables	941,743
Less allowance for uncollectibles	(499,078)
Net total receivables	$ 442,665

All of the receivables on the balance sheet are expected to be collected within one year, except for $312,908 in other receivables in the General Fund, which represents air rights sold to a developer and payable in one remaining annual installment of $312,908, and $2,027,060 of the $2,087,801 in lease receivables.

Lease Receivables

Governmental Activities Lease Receivables Description	Date of Inception	Final Maturity	Interest Rates	Receivable Balance December 31, 2025
Parking facilities	04/26/2021	04/30/2035	3.00%	$ 509,090
Water treatment plant antenna	02/13/2017	02/28/2042	3.00	120,168
Cell tower	10/28/2013	04/30/2050	3.00	964,765
Art building	11/10/2020	11/15/2038	3.00	493,778
Total governmental activities				$ 2,087,801

The City recognized $64,137 and $85,650 of lease revenue and interest revenue, respectively, during the fiscal year.

Capital Assets

Capital asset activity for the year ended December 31, 2025, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities				
Capital assets not being depreciated / amortized:				
Land	$ 12,302,454	$ -	$ -	$ 12,302,454
Land right of way	260,190	-	-	260,190
Construction in progress	9,035,786	1,419,918	4,326,813	6,128,891
Total capital assets not being depreciated / amortized	21,598,430	1,419,918	4,326,813	18,691,535
Capital assets being depreciated / amortized:				
Buildings and land improvements	83,099,940	3,711,697	543,480	86,268,157
Machinery and equipment	26,181,554	1,717,342	1,181,731	26,717,165
Infrastructure	84,894,168	4,503,251	-	89,397,419
Equipment, right-to-use	865,904	108,340	36,436	937,808
Total capital assets being depreciated / amortized	195,041,566	10,040,630	1,761,647	203,320,549
Total capital assets	216,639,996	11,460,548	6,088,460	222,012,084
Less accumulated depreciation / amortization for:				
Buildings and land improvements	42,888,958	1,920,859	543,480	44,266,337
Machinery and equipment	16,862,202	1,680,588	1,096,703	17,446,087
Infrastructure	45,853,231	2,164,370	-	48,017,601
Equipment, right-to-use	505,756	186,420	36,436	655,740
Total accumulated depreciation / amortization	106,110,147	5,952,237	1,676,619	110,385,765
Net capital assets being depreciated / amortized	88,931,419	4,088,393	85,028	92,934,784
Total governmental activities capital assets, net	$ 110,529,849	$ 5,508,311	$ 4,411,841	$ 111,626,319

Depreciation / amortization expense was charged to functions as follows:

Governmental Activities	
General government	$ 432,203
Public safety	940,164
Public works	3,022,749
Economic development	1,557,121
Total governmental activities depreciation / amortization expense	$ 5,952,237

	Beginning Balance	Additions	Deletions	Ending Balance
Business-Type Activities				
Capital assets not being depreciated:				
Land	$ 66,958	$ -	$ -	$ 66,958
Construction in progress	5,164,219	863,053	3,242,923	2,784,349
Total capital assets not being depreciated	5,231,177	863,053	3,242,923	2,851,307
Capital assets being depreciated:				
Buildings and land improvements	51,421,266	271,162	-	51,692,428
Machinery and equipment	6,511,420	1,649,123	-	8,160,543
Infrastructure	136,006,015	6,557,756	-	142,563,771
Total capital assets being depreciated	193,938,701	8,478,041	-	202,416,742
Total capital assets	199,169,878	9,341,094	3,242,923	205,268,049
Less accumulated for:				
Buildings and land improvements	19,611,054	914,776	-	20,525,830
Machinery and equipment	3,831,711	304,726	-	4,136,437
Infrastructure	88,848,489	1,937,278	-	90,785,767
Total accumulated	112,291,254	3,156,780	-	115,448,034
Net capital assets being depreciated	81,647,447	5,321,261	-	86,968,708
Business-type activities capital assets, net	$ 86,878,624	$ 6,184,314	$ 3,242,923	$ 89,820,015

Interfund Receivables/Payables and Transfers

Interfund Receivables/Payables

The following is a schedule of interfund receivables and payables including any overdrafts on pooled cash and investment accounts:

Receivable Fund	Payable Fund	Amount
General	Nonmajor Governmental	$ 564,325
Total, fund financial statements		564,325
Less government-wide eliminations		(564,325)
Total internal balances, government-wide statement of net position		$ -

All amounts are due within one year.

The principal purpose of the interfund is for short-term cash deficits.

Transfers

The following is a schedule of interfund transfers:

Fund Transferred To	Fund Transferred From	Amount
General	Nonmajor Governmental	$ 829,000
Capital Projects	General	3,368,500
Capital Projects	Nonmajor Governmental	1,894,006
Debt Service	Capital Projects	61,800
Internal Service	Nonmajor Governmental	30,000
Sewer	Nonmajor Governmental	10,913
Total, fund financial statements		$ 6,194,219
Less government-wide eliminations		(6,183,306)
Total transfers, government-wide statement of activities		$ 10,913

Generally, transfers are used to (1) move revenues from the fund that collects them to the fund that the budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Long-Term Obligations

Long-term obligations activity for the year ended December 31, 2025, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Governmental Activities					
Bonds and notes payable:					
General obligation debt	$ 23,520,837	$ 3,665,000	$ 1,880,011	$ 25,305,826	$ 2,160,012
(Discounts)/Premiums	1,829,482	396,865	165,457	2,060,890	-
Total bonds and notes payable	25,350,319	4,061,865	2,045,468	27,366,716	2,160,012
Other liabilities:					
Compensated absences	2,707,921	2,317,553	2,030,941	2,994,533	598,906
Lease liabilities	396,109	108,340	197,180	307,269	203,254
Total OPEB liability	12,304,728	11,810,374	12,374,799	11,740,303	602,903
Claims payable	165,993	45,832	54,409	157,416	-
Net pension liability, Firefighters'	38,786,801	1,146,977	5,989,890	33,943,888	-
Net pension liability, Police	50,487,058	3,541,919	6,517,565	47,511,412	-
Total other liabilities	104,848,610	18,970,995	27,164,784	96,654,821	1,405,063
Total governmental activities long-term liabilities	$ 130,198,929	$ 23,032,860	$ 29,210,252	$ 124,021,537	$ 3,565,075
Business-Type Activities					
Bonds and notes payable:					
General obligation debt	$ 28,964,162	$ 1,370,000	$ 2,699,988	$ 27,634,174	$ 2,879,988
IEPA loan, direct borrowing	3,508,796	1,149,590	249,788	4,408,598	254,795
(Discounts)/Premiums	2,135,084	148,488	256,858	2,026,714	-
Total bonds and notes payable	34,608,042	2,668,078	3,206,634	34,069,486	3,134,783
Other liabilities:					
Total OPEB liability	311,471	320,842	313,375	318,938	16,379
Compensated absences	265,110	254,054	198,833	320,331	64,065
Total other liabilities	576,581	574,896	512,208	639,269	80,444
Total business-type activities long-term liabilities	$ 35,184,623	$ 3,242,974	$ 3,718,842	$ 34,708,755	$ 3,215,227

General Obligation Debt

All general obligation debt payable is backed by the full faith and credit of the City. Debt in the governmental funds will be retired by future property tax levies or tax increments accumulated by the debt service fund. Business-type activities debt is payable by revenues from user fees of those funds or, if the revenues are not sufficient, by future tax levies.

Governmental Activities General Obligation Debt	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2025
2015 General Obligation Bonds due in annual installments of $30,000 to $2,125,000	01/27/2015	12/30/2034	3.00-3.25%	$ 646,800	$ 475,750
2016 General Obligation Bonds due in annual installments of $110,000 to $2,070,000	01/29/2016	12/30/2034	2.00-3.00	4,650,000	190,000
2017 General Obligation Bonds due in annual installments of $45,010 to $60,014	02/07/2017	12/31/2032	2.00-3.25	705,162	330,076
2018 General Obligation Bonds due in annual installments of $395,000 to $660,000	02/08/2018	12/30/2031	3.00	7,900,000	4,390,000
2022 General Obligation Bonds due in annual installments of $520,000 to $785,000	02/23/2022	12/30/2036	3.00-4.00	9,230,000	7,600,000
2024 General Obligation Bonds due in annual installments of $500,000 to $790,000	02/12/2024	12/30/2038	4.00-5.00	9,155,000	8,655,000
2025 General Obligation Bonds due in annual installments of $200,000 to $320,000	03/11/2025	12/30/2039	4.00-5.00	3,665,000	3,665,000
Total governmental activities, general obligation debt					$ 25,305,826

Business-Type Activities General Obligation Debt	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2025
Water Fund - 2012 General Obligation Refunding Bonds due in annual installments of $70,000 to $490,000	12/27/2012	12/30/2031	2.00-4.00%	$ 5,885,000	$ 2,760,000
Water Fund - 2015 General Obligation Bonds due in annual installments of $30,000 to $2,125,000	01/27/2015	12/30/2034	3.00-3.25	5,135,200	3,777,167
Sewer Fund - 2015 General Obligation Bonds due in annual installments of $30,000 to $2,125,000	01/27/2015	12/30/2034	3.00-3.25	98,000	72,083
Water Fund - 2016 General Obligation Bonds due in annual installments of $110,000 to $2,070,000	01/29/2016	12/30/2034	2.00-3.00	2,275,000	2,275,000
Sewer Fund - 2016 General Obligation Bonds due in annual installments of $110,000 to $2,070,000	01/29/2016	12/30/2034	2.00-3.00	995,000	525,000
Water Fund - 2017 General Obligation Bonds due in annual installments of $159,990 to $195,000	02/07/2017	12/31/2032	2.00-3.25	2,709,838	1,289,924
Water Fund - 2020 General Obligation Refunding Bonds in annual installments of $320,000 to $395,000	08/04/2020	12/31/2031	2.00-4.00	2,875,000	2,875,000
Sewer Fund - 2020 General Obligation Refunding Bonds in annual installments of $0 to $1,455,000	08/04/2020	12/31/2031	2.00-4.00	2,500,000	395,000
Water Fund - 2021 General Obligation Refunding Bonds in annual installments of $0 to $2,555,000	11/16/2021	12/31/2032	2.00-4.00	15,950,000	10,405,000
Sewer Fund - 2022 General Obligation Bonds due in annual installments of $135,000 to $190,000	02/23/2022	12/30/2036	3.00-4.00	2,310,000	1,890,000
Sewer Fund - 2025 General Obligation Bonds due in annual installments of $75,000 to $120,000	02/10/2025	12/30/2039	4.00-5.00	1,370,000	1,370,000
Total business-type activities, general obligation debt					$ 27,634,174

Debt service requirements to maturity are as follows:

Years	Governmental Activities General Obligation Debt Principal	Governmental Activities General Obligation Debt Interest	Business-Type Activities General Obligation Debt Principal	Business-Type Activities General Obligation Debt Interest
2026	$ 2,160,012	$ 1,007,792	$ 2,879,988	$ 866,208
2027	2,040,010	924,541	2,584,989	764,734
2028	2,110,013	842,041	2,699,987	669,609
2029	2,170,013	756,391	2,824,988	569,641
2030	2,255,014	667,963	2,879,986	464,788
2031-2035	10,305,764	1,991,091	13,124,236	1,158,759
2036-2039	4,265,000	339,750	640,000	54,950
Total	$ 25,305,826	$ 6,529,569	$ 27,634,174	$ 4,548,689

IEPA Loan

On July 16, 2025, the City entered into a financing agreement with the State of Illinois for a drinking water revolving fund loan in the amount of $7,446,507, bearing interest at an annual rate of 0.00%, with a maturity date of October 25, 2057. The purpose of the loan is to provide incremental funding disbursements to support the construction of the City's lead service line replacement project.

As of December 31, 2025, the City has received $1,149,590 under this loan. The remaining portion of the loan is expected to be drawn as expenditures incur over the course of the project. The timing and amount of future draws up to the full authorized amount of $7,446,507 are to be determined as additional funding for the project is needed.

As of the reporting date, the total outstanding principal and related interest payments for the loan are also to be determined and will be disclosed in future reporting periods as amounts are finalized.

Other outstanding IEPA loans as of 12/31/2025 are as follows:

Business-Type Activities IEPA Loan	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2025
Water Fund - IEPA Loan, Preliminary Series 2015 - 2017, due in annual installments of $157,701 to $310,744	11/01/2015	06/01/2037	1.995%	$ 3,812,839	$ 3,259,008
Total business-type activities IEPA loan					$ 3,259,008

Debt service requirements to maturity are as follows:

Years	Business-Type Activities IEPA Loan Principal	Interest
2026	$ 254,795	$ 63,753
2027	259,903	58,644
2028	265,114	53,433
2029	270,430	48,118
2030	275,851	42,696
2031-2035	1,464,470	128,268
2036-2039	468,445	9,376
Total	$ 3,259,008	$ 404,288

Other Debt Information

The other postemployment benefits, claims payable, lease liabilities, and net pension liabilities attributable to governmental activities will be liquidated primarily by the General Fund or by the special revenue fund or internal service fund to which the related employee's salary is paid.

Lease Liabilities

Governmental Activities

Lease Liabilities	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2025
Copiers	10/06/2025	10/05/2030	3.00%	$ 108,340	$ 106,286
Police body cameras	01/01/2022	12/31/2027	6.00	640,481	143,442
Mailing equipment	Various	Various	5.00	29,050	14,643
Police cameras	05/01/2023	12/31/2026	4.90	159,939	42,898
Total governmental activities, lease liabilities					$ 307,269

Future minimum lease payments are as follows:

Years	Principal	Interest
2026	$ 203,253	$ 49,832
2027	22,725	33,313
2028	20,946	26,029
2029	29,865	17,111
2030	30,480	4,752
Total	$ 307,269	$ 131,037

Accounting Changes

Changes to or Within the Financial Reporting Entity (See Adjustments Below)

For the year ended December 31, 2025, the Debt Service Fund moved from a nonmajor fund to a major fund.

Adjustments to Beginning Balances

During fiscal year 2025, changes to or within the financial reporting entity resulted in adjustments to fund balance as follows:

	December 31, 2024 as Previously Reported	Change to or Within the Financial Reporting Entity	December 31, 2024 as Adjusted
Governmental funds			
Major funds:			
Debt service fund	$ -	$ 1,050,392	$ 1,050,392
Nonmajor funds	9,145,480	(1,050,392)	8,095,088
Total governmental funds	$ 9,145,480	$ -	$ 9,145,480

Net Position

Net position reported on the government-wide statement of net position at December 31, 2025, includes the following:

	Governmental Activities	Business-Type Activities
Net investment in capital assets:		
Total capital assets	$ 222,012,084	$ 205,268,049
Less accumulated depreciation / amortization	110,385,765	115,448,034
Net carrying value of capital assets	111,626,319	89,820,015
Less all outstanding principal of capital-related debt/borrowings related to the City's own capital assets, including borrowing used to refund capital-related borrowings	23,342,037	30,480,110
Less unamortized original issue premiums on outstanding capital debt	1,839,093	1,974,149
Subtotal	25,181,130	32,454,259
Plus unamortized balance of capital-related deferred outflows of resources, such as from losses on refunding of outstanding capital debt	-	133,963
Subtotal	-	133,963
Total net investment in capital assets	$ 86,445,189	$ 57,499,719

Component Units

Highland Park Public Library

This report contains the Highland Park Public Library (Library), which is included as a component unit.

In addition to the basic financial statements and the preceding notes to financial statements which apply, the following additional disclosures are considered necessary for a fair presentation.

Basis of Accounting/Measurement Focus

The Library follows the modified accrual basis of accounting and the flow of economic resources measurement focus.

Deposits and Investments

	Carrying Value	Statement Balances
Deposits with financial institutions	$ 923,804	$ 965,319
Money market mutual funds	6,594,013	6,594,013
Illinois Funds	3,438	3,438
U.S. treasuries	4,944,882	4,944,882
Petty cash	434	-
Total deposits and investments	$ 12,466,571	$ 12,507,652

The Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The valuation methods for recurring fair value measurements are as follows:

- The Library used the market valuation method for all recurring fair value measurements.

	December 31, 2025			
Investment Type	Level 1	Level 2	Level 3	Total
Money market mutual funds	$ 6,594,013	$ -	$ -	$ 6,594,013
U.S. treasuries	4,944,882	-	-	4,944,882
Total	$ 11,538,895	$ -	$ -	$ 11,538,895

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the Library's deposits may not be returned to the Library.

The Library does not have any deposits exposed to custodial credit risk.

Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Library will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The Library does not have any investments exposed to custodial credit risk.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations.

As of December 31, 2025, the Library's investments were rated as follows:

Investment Type	Standard & Poors	Moody's Investors Services
Money market mutual funds	A1+ to A1	P1
Money market, Illinois Funds	AAAm	NR

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the value of an investment.

As of December 31, 2025, the Library's investments were as follows:

		Maturity (In Years)
Investment Type	Fair Value	< 1
Money market mutual funds	$ 6,594,013	$ 6,594,013
U.S. treasuries	4,944,882	4,944,882
Total	$ 11,538,895	$ 11,538,895

See Note 1. for further information on deposit and investment policies.

Capital Assets

	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets not being depreciated:				
Land	$ 500,000	$ -	$ -	$ 500,000
Construction in progress	453,721	2,368,402	-	2,822,123
Artwork	200,000	-	-	200,000
Total capital assets not being depreciated	1,153,721	2,368,402	-	3,522,123
Capital assets being depreciated:				
Land improvement	222,304	-	-	222,304
Buildings and improvement	8,629,530	-	-	8,629,530
Machinery and equipment	2,474,567	-	20,354	2,454,213
Total capital assets being depreciated	11,326,401	-	20,354	11,306,047
Total capital assets	12,480,122	2,368,402	20,354	14,828,170
Less accumulated depreciation for:				
Land improvement	99,860	7,653	-	107,513
Buildings and improvement	3,953,138	157,390	-	4,110,528
Machinery and equipment	1,461,465	111,513	20,354	1,552,624
Total accumulated depreciation	5,514,463	276,556	20,354	5,770,665
Net capital assets being depreciated	5,811,938	(276,556)	-	5,535,382
Total capital assets, net	$ 6,965,659	$ 2,091,846	$ -	$ 9,057,505

Long-Term Obligations

Long-term obligations activity for the year ended December 31, 2025, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Bonds payable:					
General obligation debt	$ 575,000	$ 3,665,000	$ 50,000	$ 4,190,000	$ 250,000
(Discounts)/Premiums:					
Bond premium	-	397,737	21,431	376,306	-
Total bonds payable	575,000	4,062,737	71,431	4,566,306	250,000
Other liabilities:					
Compensated absences	170,713	180,301	165,922	185,092	-
Total OPEB liability	160,992	14,004	17,399	157,597	8,092
Total other liabilities	331,705	194,305	183,321	342,689	8,092
Total long-term liabilities	$ 906,705	$ 4,257,042	$ 254,752	$ 4,908,995	$ 258,092

General Obligation Debt	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2025
2016 General Obligation Bonds due in annual installments of $45,000 to $65,000	01/29/2016	12/30/2034	2.00-3.00%	$ 995,000	$ 525,000
2025 General Obligation Bonds due in annual installments of $200,000 to $320,000	03/11/2025	12/30/2039	4.00-5.00	3,665,000	3,665,000
Total general obligation debt					$ 4,190,000

Debt service requirements to maturity are as follows:

Years	Principal	Interest
2026	$ 250,000	$ 191,425
2027	260,000	180,425
2028	275,000	168,800
2029	290,000	156,425
2030	300,000	143,300
2031-2035	1,615,000	494,800
2036-2039	1,200,000	131,300
Total	$ 4,190,000	$ 1,466,475

Highland Park Housing Associations

This report contains the Highland Park Housing Associations (Association), which is included as a component unit.

In addition to the basic financial statements and the preceding notes to financial statements which apply, the following additional disclosures are considered necessary for a fair presentation.

Basis of Accounting/Measurement Focus

The Association follows the modified accrual basis of accounting and the flow of economic resources measurement focus.

Deposits and Investments

At year end, the carrying amount of the Association's deposits was $2,920,137, consisting of deposits with financial institutions.

Restricted Assets

The following represent the balances of the restricted assets:

The Associations are required to maintain certain escrow deposits and reserves according to partnership, loan and other regulatory agreements. These deposits and reserves include tenant security deposits, real estate tax and insurance escrow, replacement reserves, residual receipts reserves, and working capital reserves. As of December 31, 2025, restricted cash was $549,919.

Capital Assets

	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets being depreciated:				
Buildings	$ 9,543,318	$ 53,335	$ -	$ 9,596,653
Equipment	553,056	-	-	553,056
Furniture and fixtures	1,166,271	34,186	-	1,200,457
Total capital assets being depreciated	11,262,645	87,521	-	11,350,166
Less accumulated depreciation for:				
Buildings	6,602,594	221,202	-	6,823,796
Equipment	440,862	26,119	-	466,981
Furniture and fixtures	1,047,489	37,292	-	1,084,781
Total accumulated depreciation	8,090,945	284,613	-	8,375,558
Net capital assets being depreciated	3,171,700	(197,092)	-	2,974,608
Total capital assets, net	$ 3,171,700	$ (197,092)	$ -	$ 2,974,608

Long-Term Obligations

Long-term obligations activity for the year ended December 31, 2025, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Loans payable:					
Mortgage loan payable	$ 3,938,838	$ 13,247	$ 196,600	$ 3,755,485	$ 207,485
Unamortized issuance costs	(76,760)	-	(11,074)	(65,686)	-
Total loans payable	3,862,078	13,247	185,526	3,689,799	207,485
Total long-term liabilities	$ 3,862,078	$ 13,247	$ 185,526	$ 3,689,799	$ 207,485

Debt service requirements to maturity are as follows:

Years	Principal
2026	$ 207,485
2027	512,651
2028	217,787
2029	230,438
2030	243,830
2031-2043	2,343,294
Total	$ 3,755,485

Contingent Liabilities

If the Association were not in compliance with the stipulated terms of loan agreements with Lake County (through the HOME and Investment Program) and the Illinois Housing Development Authority (IHDA), $331,618 of mortgages would be due on demand. This amount has not been reflected as a liability due to its contingent nature.

3. Other Information

Employees' Retirement System

The City contributes to three defined benefit pension plans, the Illinois Municipal Retirement Fund (IMRF), an agent-multiple-employer public employee retirement system; the Police Pension Plan which is a single-employer pension plan; and the Firefighters' Pension Plan which is a single-employer pension plan. The benefits, benefit levels, employee contributions and employer contributions for the plans are governed by Illinois Compiled Statutes and can only be amended by the Illinois General Assembly. The Police Pension Plan and the Firefighters' Pension Plan do not issue separate reports on the pension plans. IMRF does issue a publicly available report that includes financial statements and supplementary information for the plan as a whole, but not for individual employers. That report can be obtained from IMRF, 2211 York Road, Suite 500, Oak Brook, Illinois 60523. This report is also available for download at www.imrf.org.

For the year ended December 31, 2025, the following balances are recognized in the government-wide financial statements:

	Net Pension Asset	Net Pension Liability	Deferred Outflows of Resources	Deferred Inflows of Resources	Pension Expense
IMRF	$ 1,936,368	$ -	$ 4,198,262	$ 27,701	$ 3,382,638
Police Pension Plan	-	47,511,412	5,241,594	4,090,535	7,050,800
Firefighters' Pension Plan	-	33,943,888	3,622,304	5,377,101	4,656,582
Total	$ 1,936,368	$ 81,455,300	$ 13,062,160	$ 9,495,337	$ 15,090,020

Illinois Municipal Retirement Fund

Plan Description

All employees (other than those covered by the Police and Firefighters' Pension plans) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. IMRF has a two tier plan. Members who first participated in IMRF or an Illinois Reciprocal System prior to January 1, 2011 participate in *Tier 1*. All other members participate in Tier 2. For *Tier 1* participants, pension benefits vest after 8 years of service. Participating members who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1-2/3% of their final rate of earnings (average of the highest 48 consecutive months' earnings during the last 10 years) for credited service up to 15 years and 3% for each year thereafter to a maximum of 75% of their final rate of earnings.

Employees hired on or after January 1, 2011, are eligible for *Tier 2* benefits. For *Tier 2* participants, pension benefits vest after 10 years of service. Participating members who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with 10 years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1-2/3% of their final rate of earnings for the first 15 years of service credit, plus 2% for each year of service after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under *Tier 2*, the pension is increased every year after retirement, upon reaching age 67, by the lesser of 3% of the original pension amount or 1/2 of the increase in the Consumer Price Index of the original pension amount.

Under the employer number within IMRF, both the City and Library contribute to the regular plan. As a result, IMRF is considered to be an agent multiple-employer plan through which cost-sharing occurs between the City and Library.

Plan Membership

At December 31, 2024, the measurement date, membership in the plan was as follows:

Retirees and beneficiaries	318
Inactive, non-retired members	255
Active members	204
Total	777

Contributions

As set by statute, employees participating in IMRF are required to contribute 4.50% of their annual covered salary. The statute requires the City and Library to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The actuarially determined contribution rate for the calendar year ended December 31, 2024 was 2.74% of annual covered payroll for IMRF. The City and Library also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Net Pension Liability/(Asset)

The net pension liability/(asset) was measured as of December 31, 2024, and the total pension liability used to calculate the net pension liability/(asset) was determined by an actuarial valuation as of that date.

Summary of Significant Accounting Policies

For purposes of measuring the net pension liability/(asset), deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position and additions to/deductions from fiduciary net position have been determined on the same basis as they are reported by IMRF. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Actuarial Assumptions

The total pension liability for IMRF was determined by actuarial valuations performed as of December 31, 2024 using the following actuarial methods and assumptions:

Actuarial cost method	Entry Age Normal
Asset valuation method	Fair Value
Actuarial assumptions	
Investment Rate of Return	7.25%
Salary increases	2.85% to 13.75%, including inflation
Price inflation	2.25%

Mortality

For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 108.0%) and Female (adjusted 106.4%) tables and future mortality improvements projected using scale MP-2021. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables and future mortality improvements projected using scale MP-2021. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables and future mortality improvements projected using scale MP-2021.

Long-Term Expected Real Rate of Return

The long-term expected rate of return on pension plan investments was determined using an asset allocation study in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce long-term expected rate of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

		Projected Returns/Risks	
Asset Class	Target Allocation	One Year Arithmetic	Ten Year Geometric
Equities	33.50 %	5.70 %	4.35 %
International equities	18.00	7.10	5.40
Fixed income	24.50	5.30	5.20
Real estate	10.50	7.30	6.40
Alternatives	12.50		
Private equity		10.00	6.25
Commodities		6.05	4.85
Cash equivalents	1.00	3.60	3.60

Discount Rate

The discount rate used to measure the total pension liability for IMRF was 7.25%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rate and the member rate. Based on those assumptions, the fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on investments was applied to all periods of projected benefits to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability/(asset) to changes in the discount rate. The table below presents the net pension liability/(asset) calculated using the discount rate of 7.25% as well as what the net pension liability/(asset) would be if it were to be calculated using a discount rate that is 1-percentage-point lower (6.25%) or 1- percentage-point higher (8.25%) than the current rate.

	1% Decrease	Current Discount Rate	1% Increase
Net pension liability/(asset), City	$ 7,978,830	$ (1,936,368)	$ (9,916,340)
Net pension liability/(asset), Library	1,667,278	(351,834)	(1,976,862)
Total	$ 9,646,108	$ (2,288,202)	$ (11,893,202)

Changes in Net Pension Liability/(Asset)

The changes in net pension liability/(asset) for the calendar year ended December 31, 2024 were as follows:

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability/(Asset) (a) - (b)
Balances at December 31, 2023	$ 117,620,177	$ 119,660,589	$ (2,040,412)
Service cost	1,277,716	-	1,277,716
Interest on total pension liability	8,292,581	-	8,292,581
Differences between expected and actual experience of the total pension liability	1,833,573	-	1,833,573
Benefit payments, including refunds of employee contributions	(7,757,209)	(7,757,209)	-
Contributions, employer	-	429,531	(429,531)
Contributions, employee	-	698,833	(698,833)
Net investment income	-	12,047,275	(12,047,275)
Other (net transfer)	-	(1,523,979)	1,523,979
Balances at December 31, 2024	$ 121,266,838	$ 123,555,040	$ (2,288,202)
Plan fiduciary net position as a percentage of the total pension liability			101.89 %
Balances at December 31, 2024			
City	$ 100,750,228	$ 102,686,596	$ (1,936,368)
Library	20,516,610	20,868,444	(351,834)
Total	$ 121,266,838	$ 123,555,040	$ (2,288,202)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2025, pension expense was $3,382,638. Deferred outflows and inflows of resources related to pension were from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 1,456,882	$ -
Assumption changes	-	32,734
Net difference between projected and actual earnings on pension plan investments	2,921,430	-
Contributions subsequent to the measurement date	582,765	-
Total	$ 4,961,077	$ 32,734
City	$ 4,198,262	$ 27,701
Library	762,815	5,033
Total	$ 4,961,077	$ 32,734

The amount reported as deferred outflows resulting from contributions subsequent to the measurement date in the above table will be recognized as a reduction in the net pension liability/(asset) for the year ending December 31, 2026. The remaining amounts reported as deferred outflows and inflows of resources related to pensions is $4,345,578. Amounts will be recognized in pension expense as follows:

Year Ending December 31:	Amount
2026	$ 2,528,607
2027	4,191,755
2028	(1,641,298)
2029	(733,486)
Total	$ 4,345,578

Police Pension

Plan Description

Police sworn personnel are covered by the Police Pension Plan, which is a defined benefit single-employer pension plan. Although this is a single employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois State Statutes (Chapter 40 ILCS 5/3) and may be amended only by the Illinois legislature. The City accounts for the plan as a pension trust fund.

As provided for in the Illinois Compiled Statutes, the Plan provides retirement benefits as well as death and disability benefits to employees grouped into two tiers. Tier 1 is for employees hired prior to January 1, 2011 and Tier 2 is for employees hired after that date. The following is a summary of the Police Pension Fund as provided for in Illinois Compiled Statutes.

Tier 1 - Covered employees attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive an annual retirement benefit of one half of the salary attached to the rank on the last day of service, or for one year prior to the last day, whichever is greater. The pension shall be increased by 2.5% of such salary for each additional year of service over 20 years up to 30 years to a maximum of 75% of such salary. Employees with at least 8 years but less than 20 years of credited service may retire at or after age 60 and receive a reduced retirement benefit. The monthly pension of a police officer who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and paid upon reaching at least the age 55, by 3% of the original pension and 3% compounded annually thereafter.

Tier 2 - Covered employees attaining the age of 55 or more with 10 or more years of creditable service are entitled to receive a monthly pension of 2.5% of the final average salary for each year of creditable service. The salary is initially capped at $106,800 but increases annually thereafter and is limited to 75% of final average salary. Employees with 10 or more years of creditable service may retire at or after age 50 and receive a reduced retirement benefit. The monthly pension of a police shall be increased annually on the January 1 occurring either on or after the attainment of age 60 or the first anniversary of the pension start date, whichever is later. Each annual increase shall be calculated at 3% or one-half the annual unadjusted percentage increase in the CPI, whichever is less.

Plan Membership

At December 31, 2025, the Police Pension membership consisted of:

Retirees and beneficiaries	80
Inactive, non-retired members	13
Active members	61
Total	154

Contributions

Covered employees are required to contribute 9.91% of their base salary to the Police Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The City is required to contribute the remaining amounts necessary to finance the plans as actuarially determined by an enrolled actuary. Effective January 1, 2011 the City's contributions must accumulate to the point where the past service cost for the Police Pension Plan is 90% funded by the year 2040. The City's actuarially determined contribution rate for the fiscal year ending December 31, 2025 was 67.84% of annual covered payroll.

Net Pension Liability/(Asset)

The net pension liability/(asset) was measured as of December 31, 2025, and the total pension liability used to calculate the net pension liability/(asset) was determined by an annual actuarial valuation as of that date.

Summary of Significant Accounting Policies

The financial statements of the Police Pension Plan are prepared using the accrual basis of accounting. Plan member contributions are recognized in the period in which contributions are due. The City's contributions are recognized when due and a formal commitment to provide the contributions are made. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan.

Plan investments are reported at fair value. Short-term investments are reported at cost, which approximated fair value. Investments that do not have an established market are reported at estimated fair values.

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed as of December 31, 2025 using the following actuarial methods and assumptions:

Actuarial cost method	Entry Age Normal
Asset valuation method	Market Value
Actuarial assumptions	
Interest rate	7.00%
Inflation	2.50%
Projected salary increases	3.50%-11.00%
Cost-of-living adjustments	3.00% (1.25% for those hired on or after January 1, 2011)

Mortality rates were based on the Pub-2010 Public Safety Employee Mortality Table without adjustment, with generational improvement scale MP-2021 applied from 2010. The actuarial assumptions were based on the results of an actuarial experience study conducted by the Illinois Police Officers' Pension Investment Fund dated March 4, 2022.

Discount Rate

The discount rate used to measure the total pension liability for the Police Pension Plan was 7.00%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the City calculated using the discount rate of 7.00% as well as what the net pension liability would be if it were to be calculated using a discount rate that is 1-percentage-point lower (6.00%) or 1-percentage-point higher (8.00%) than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
Net pension liability	$ 62,448,344	$ 47,511,412	$ 35,243,838

Changes in Net Pension Liability/(Asset)

The City's changes in net pension liability/(asset) for the year ended December 31, 2025 was as follows:

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability/Asset (a) - (b)
Balances at December 31, 2024	$ 109,108,885	$ 58,621,827	$ 50,487,058
Service cost	1,488,384	-	1,488,384
Interest on total pension liability	7,513,443	-	7,513,443
Differences between expected and actual experience of the total pension liability	3,760,210	-	3,760,210
Benefit payments, including refunds of employee contributions	(6,517,565)	(6,517,565)	-
Contributions, employer	-	5,124,217	(5,124,217)
Contributions, employee	-	751,702	(751,702)
Net investment income	-	10,019,686	(10,019,686)
Administration	-	(157,922)	157,922
Balances at December 31, 2025	$ 115,353,357	$ 67,841,945	$ 47,511,412
Plan fiduciary net position as a percentage of the total pension liability			58.81 %

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2025, the City recognized pension expense of $7,050,800. The City reported deferred outflows and inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 4,367,941	$ -
Assumption changes	873,653	-
Net difference between projected and actual earnings on pension plan investments	-	4,090,535
Total	$ 5,241,594	$ 4,090,535

The amounts reported as deferred outflows and inflows of resources related to pensions is $1,151,059 and will be recognized in pension expense as follows:

Years Ending December 31:	Amount
2026	$ 2,968,011
2027	(843,713)
2028	(536,403)
2029	(436,836)
Total	$ 1,151,059

Firefighters' Pension

Plan Description

Fire sworn personnel are covered by the Firefighters' Pension Plan, which is a defined benefit single-employer pension plan. Although this is a single employer pension plan, the defined benefits and employee and employer contribution levels are governed by Illinois State Statutes (Chapter 40 ILCS 5/3) and may be amended only by the Illinois legislature. The City accounts for the plan as a pension trust fund.

As provided for in the Illinois Compiled Statutes, the Firefighters' Pension Plan provides retirement benefits as well as death and disability benefits to employees grouped into two tiers. *Tier 1* is for employees hired prior to January 1, 2011 and *Tier 2* is for employees hired after that date. The following is a summary of the Firefighters' Pension Plan as provided for in Illinois Compiled Statutes.

Tier 1 - Covered employees attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive a monthly retirement benefit of one half of the monthly salary attached to the rank held in the fire service at the date of retirement. The monthly pension shall be increased by one twelfth of 2.5% of such monthly salary for each additional month over 20 years of service through 30 years of service to a maximum of 75% of such monthly salary. Employees with at least 10 years but less than 20 years of credited service may retire at or after age 60 and receive a reduced retirement benefit. The monthly pension of a firefighter who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and paid upon reaching at least the age 55, by 3% of the original pension and 3% compounded annually thereafter.

Tier 2 - Covered employees attaining the age of 55 or more with 10 or more years of creditable service are entitled to receive a monthly pension of 2.5% of the final average salary for each year of creditable service. The salary is initially capped at $106,800 but increases annually thereafter and is limited to 75% of final average salary. Employees with 10 or more years of creditable service may retire at or after age 50 and receive a reduced retirement benefit. The monthly pension of a firefighter shall be increased annually on the January 1 occurring either on or after the attainment of age 60 or the first anniversary of the pension start date, whichever is later. Each annual increase shall be calculated at 3% or one-half the annual unadjusted percentage increase in the CPI, whichever is less.

Plan Membership

At December 31, 2025, the Firefighters' Pension Plan membership consisted of:

Retirees and beneficiaries	68
Inactive, non-retired members	4
Active members	53
Total	125

Contributions

Participants contribute a fixed percentage of their base salary to the plans. At December 31, 2025, the contribution percentage was 9.455%. If a participant leaves covered employment with less than 20 years of service, accumulated participant contributions may be refunded without accumulated interest. The City is required to contribute the remaining amounts necessary to finance the plans as actuarially determined by an enrolled actuary. Effective January 1, 2011 the City's contributions must accumulate to the point where the past service cost for the Firefighters' Pension Plan is 90% funded by the year 2040. The City's actuarially determined contribution rate for the fiscal year ending December 31, 2025 was 66.09% of annual covered payroll.

Net Pension Liability/(Asset)

The net pension liability/(asset) was measured as of December 31, 2025, and the total pension liability used to calculate the net pension liability/(asset) was determined by an annual actuarial valuation as of that date.

Summary of Significant Accounting Policies

The financial statements of the Firefighters' Pension Plan are prepared using the accrual basis of accounting. Plan member contributions are recognized in the period in which contributions are due. The City's contributions are recognized when due and a formal commitment to provide the contributions are made. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan.

Plan investments are reported at fair value. Short-term investments are reported at cost, which approximated fair value. Investments that do not have an established market are reported at estimated fair values.

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed as of December 31, 2025 using the following actuarial methods and assumptions:

Actuarial cost method	Entry Age Normal
Asset valuation method	Market Value
Actuarial assumptions	
Interest rate	7.00%
Inflation	2.25%
Projected salary increases	3.50%-12.00%
Cost-of-living adjustments	3.00% (1.125% for those hired on or after January 1, 2011)

Mortality rates were based on the Pub-2010 Public Safety Employee Mortality Table without adjustment, with generational improvement scale MP-2021 applied from 2010. The actuarial assumptions were based on the results of an actuarial experience study conducted by the Illinois Department of Insurance dated December 1, 2021.

Discount Rate

The discount rate used to measure the total pension liability for the Firefighters' Pension Plan was 7.00%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the City calculated using the discount rate of 7.00% as well as what the net pension liability would be if it were to be calculated using a discount rate that is 1-percentage-point lower (6.00%) or 1-percentage-point higher (8.00%) than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
Net pension liability	$ 47,810,839	$ 33,943,888	$ 22,545,328

Changes in Net Pension Liability/(Asset)

The City's changes in net pension liability/(asset) for the year ended December 31, 2025 was as follows:

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability/Asset (a) - (b)
Balances at December 31, 2024	$ 101,574,913	$ 62,788,112	$ 38,786,801
Service cost	1,333,165	-	1,333,165
Interest on total pension liability	6,993,919	-	6,993,919
Differences between expected and actual experience of the total pension liability	2,469,563	-	2,469,563
Benefit payments, including refunds of employee contributions	(5,989,890)	(5,989,890)	-
Contributions, employer	-	4,392,273	(4,392,273)
Contributions, employee	-	703,419	(703,419)
Net investment income	-	10,617,463	(10,617,463)
Administration	-	(73,595)	73,595
Balances at December 31, 2025	$ 106,381,670	$ 72,437,782	$ 33,943,888
Plan fiduciary net position as a percentage of the total pension liability			68.09 %

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2025, the City recognized pension expense of $4,656,582. The City reported deferred outflows and inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 2,855,144	$ 56,835
Assumption changes	767,160	-
Net difference between projected and actual earnings on pension plan investments	-	5,320,266
Total	$ 3,622,304	$ 5,377,101

The amounts reported as deferred outflows and inflows of resources related to pensions is $(1,754,797) and will be recognized in pension expense as follows:

Years Ending December 31:	Amount
2026	$ 1,586,036
2027	(1,922,318)
2028	(1,129,497)
2029	(700,611)
2030	411,593
Total	$ (1,754,797)

Pension Segment Information

Fiduciary Net Position

	Pension Trust		
	Police Pension	Firefighters' Pension	Total
Assets			
Cash and cash equivalents	$ 965,455	$ 616,373	$ 1,581,828
Investments:			
Police officers' pension investment fund	66,889,308	-	66,889,308
Firefighters' pension investment fund	-	71,822,789	71,822,789
Total assets	67,854,763	72,439,162	140,293,925
Liabilities			
Accounts payable	12,818	1,380	14,198
Total liabilities	12,818	1,380	14,198
Net Position			
Restricted for pension benefits	$ 67,841,945	$ 72,437,782	$ 140,279,727

Changes in Plan Net Position

	Pension Trust		
	Police Pension	Firefighters' Pension	Total
Additions			
Contributions:			
Employer	$ 5,124,217	$ 4,392,273	$ 9,516,490
Plan members	751,702	703,419	1,455,121
Total contributions	5,875,919	5,095,692	10,971,611
Investment income:			
Investment income	353,422	1,302,076	1,655,498
Net appreciation in fair value of investments	9,725,320	9,453,630	19,178,950
Total investment income	10,078,742	10,755,706	20,834,448
Less investment expense	(59,056)	(138,243)	(197,299)
Net investment income	10,019,686	10,617,463	20,637,149
Total additions	15,895,605	15,713,155	31,608,760
Deductions			
Benefits	6,517,565	5,989,890	12,507,455
Administration	157,922	73,595	231,517
Total deductions	6,675,487	6,063,485	12,738,972
Change in net position	9,220,118	9,649,670	18,869,788
Net Position, Beginning	58,621,827	62,788,112	121,409,939
Net Position, Ending	$ 67,841,945	$ 72,437,782	$ 140,279,727

Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; workers compensation; and health care of its employees. Risks, such as torts; theft of, damage to or destruction of assets; errors and omission; workers compensation; and health care of its employees are accounted for and financed by the City in the General Fund. The City participates in public entity risk pools called Intergovernmental Personnel Benefit Cooperative and Suburban Liability Insurance Pool to provide coverage for losses from health care of its employees and for general liability and property insurance, respectively.

The Illinois Public Risk Fund provides coverage after January 1, 2017. Other risks, such as workers compensation (prior to January 1, 2017) are accounted for and financed by the City in the General Fund.

Self Insurance

For workers' compensation claims, the uninsured risk of loss is $250,000 per incident and $0 in the aggregate for a policy year. These claims are managed by a third party administrator hired by the City as directed by the City's Human Resource Manager. Workers' compensation claims incurred after January 1, 2017 are covered through participation in a risk pool. The City has purchased commercial insurance for claims in excess of those amounts. Settled claims have not exceeded the commercial coverage in any of the past three years.

All funds of the City participate in the risk management program. Amounts payable to the General Fund are based on estimates of the amounts necessary to pay prior and current year claims.

A liability for a claim is established if information indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss is reasonably estimable. Liabilities include an amount for claims that have been incurred but not reported. The City does not allocate overhead costs or other nonincremental costs to the claims liability.

Claims Liability

	Prior Year	Current Year
Unpaid Claims, Beginning	$ 194,867	$ 165,993
Current year claims and changes in estimates	28,657	45,832
Claim payments	(57,531)	(54,409)
Unpaid Claims, Ending	$ 165,993	$ 157,416

Public Entity Risk Pool

Intergovernmental Personnel Benefit Cooperative

Illinois Public Risk Fund

Beginning on January 1, 2017, the City participates in the Illinois Public Risk Fund (IPRF). IPRF is a self-funded workers' compensation pool for public entities. The purpose of IPRF is to provide for the defense and payment when due of all compensation and other benefits under the Illinois Workers' Compensation and Occupational Diseases Laws on behalf of state and local governments within the State of Illinois. There are approximately 500 members. A Board of Trustees oversees the operation of IPRF and governs it in accordance with State of Illinois Regulations.

Member costs are proportional, based on contributions developed by payroll audits. Rates and any discounts approved by the Board of Trustees are used to determine standard premiums for each member. Each member's experience modifications are used. Members also participate in policyholder dividends based on IPRF's and individual member's experience. Members can also be assessed if the assets of IPRF are less than the reserves required to be maintained. The City is not aware of any additional amounts due to IPRF as of December 31, 2025.

IPRF does not cover the City's outstanding workers' compensation claims incurred prior to January 1, 2017.

Suburban Liability Insurance Pool

Beginning on January 1, 2019, the City participates in the Suburban Liability Insurance Program (SLIP). SLIP is a self-fund municipal insurance pool to insure property and liability losses. For coverage such as property, auto liability, general liability, and crime losses, the City has assumed a self-insurance retention (SIR) limit per claim. A cap known as the "loss fund" has been used to limit the total exposure under this program.

Other Postemployment Benefits

General Information about the OPEB Plan

Plan Description

The City and Library's cost-sharing defined benefit OPEB plan, the Retiree Health Insurance Plan, provides insurance coverage for eligible retirees and their spouses through the City's group health insurance plan, which covers both active employees and retired members (or other qualified terminated employees) participating in the plan at blended rates. The plan is funded on a pay-as-you-go basis and no assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits Provided

The City and Library provide continuing healthcare insurance benefits for retirees and their dependents. Benefit provisions and contribution requirements are governed by State Statutes and the City's collective bargaining agreements. To be eligible for benefits, an employee must qualify for retirement under one of the City's or Library's retirement plans. Retired employees, with certain exceptions, are required to pay 100% of the premiums for such coverage. This results in an other postemployment benefit for the retirees, commonly referred to as an implicit rate subsidy. Certain inactive employees qualify for lifetime healthcare benefits under the Public Safety Employee Benefits Act (PSEBA). The City pays the full cost of coverage, including any eligible dependent coverage. Additionally, certain elected officials retired under old contract terms under which the City pays the full cost of coverage for a set post-service period of time.

The benefit levels are the same as those afforded to active employees. Benefits include general inpatient and outpatient medical services; mental, nervous, and substance abuse care; vision care; dental care; and prescriptions. Upon a retiree or covered dependent becoming Medicare eligible, Medicare becomes the primary insurer and the City's plan becomes secondary.

Employees Covered by Benefit Terms

At December 31, 2024, the actuarial valuation date, the following employees were covered by the benefit terms:

Inactive plan members or beneficiaries currently receiving benefit payments	42
Active plan members	286
Total	328

Total OPEB Liability

The City and Library reported liabilities for the proportionate share of the total OPEB liability measured as of December 31, 2025, and was determined by an actuarial valuation as of December 31, 2024. The proportions of the total OPEB liability were based on the share of OPEB costs between the City and Library for the measurement year. At December 31, 2025, the City and Library's proportions were 98.71% and 1.29%, respectively.

Actuarial Assumptions and Other Inputs

The total OPEB liability in the December 31, 2025 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Discount Rate	4.83%
Inflation	2.50%
Salary increases	3.00%
Healthcare cost trend rates	Initial - 4.50%-7.58%; Ultimate - 4.50%-5.00%
Healthcare participation rate	Currently participating - 50%; Currently waiving - 1/3 of the rate above
Retirees' share of benefit-related costs	100% (except for PSEBA and certain elected official retirees at 0%)

The discount rate was based on High Quality 20 Year Tax-Exempt G.O. Bond Rate as of December 31, 2025.

Mortality rates were based on the PubG-2010(B) Study, with rates improved generationally using MP-2021 Improvement Rates (for IMRF employees) and the PubS-2010(A) Study improved to 2021 using MP-2021 Improvement Rates (for Police and Firefighters).

The actuarial assumptions used in the December 31, 2025 valuation were based on the results of an actuarial experience study conducted by the independent actuary.

Changes in the Total OPEB Liability

	Total OPEB Liability
Balances at December 31, 2024	$ 12,777,191
Changes for the year:	
Service cost	576,157
Interest	509,429
Changes in assumptions or other inputs	(1,063,594)
Benefit payments	(582,345)
Net changes	(560,353)
Balances at December 31, 2025	$ 12,216,838
Balances at December 31, 2025	
City	$ 12,059,241
Library	157,597
Total	$ 12,216,838

Changes of assumptions and other inputs reflect a change in the discount rate from 4.08% in 2024 to 4.83% in 2025 and the expected increases in medical costs assumptions.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the City and Library, as well as what the City's and Library's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.83%) or 1-percentage-point higher (5.83%) than the current discount rate:

	1% Decrease	Discount Rate	1% Increase
Total OPEB liability, total	$ 13,670,195	$ 12,216,838	$ 11,008,157

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability of the City and Library, as well as what the City's and Library's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	1% Decrease	Healthcare Cost Trend Rates	1% Increase
Total OPEB liability, total	$ 10,661,450	$ 12,216,838	$ 14,147,543

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2025, the City and Library recognized OPEB expense of $1,014,648. At December 31, 2025, the City and Library reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 1,408,018	$ 3,710,307
Changes of assumptions or other inputs	4,018,768	6,111,363
Total	$ 5,426,786	$ 9,821,670
City	$ 5,356,781	$ 9,694,971
Library	70,005	126,699
Total	$ 5,426,786	$ 9,821,670

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Years Ending December 31:	Amount
2026	$ (60,965)
2027	(33,305)
2028	(366,557)
2029	(366,557)
2030	(366,557)
Thereafter	(3,200,943)
Total	$ (4,394,884)

Subsequent Event

On March 4, 2026 the City issued general obligation bonds in the amount of $4,036,000 with an interest rate of 3.35%. This amount will be used to finance certain capital improvements in the City's Capital Projects fund and to pay the costs of issuing the Bonds.

Tax Increment Financing District

The City of Highland Park has established several Tax Increment Redevelopment Project Areas (RPA's) to encourage redevelopment of certain sites for more market oriented commercial uses of the properties that will enhance their value and improve their contributions to the City and its surrounding areas. As part of the redevelopment plans, the City has made significant improvements to utilities, public parking, intersections and traffic signalization, streets and landscaping. The redevelopment plans also include site preparation, land acquisition and assembly, and demolition/clearance.

Construction and development in the RPA's were the responsibility of developers and are substantially complete. To entice development of the areas, the City created tax increment financing (TIF) districts to finance public improvements made within the RPA's.

Several funds have been established to record the revenues generated in the RPA's that relate directly to servicing the debt issued to make public improvements in the RPA's.

Effect of New Accounting Standards on Current-Period Financial Statements

The Governmental Accounting Standards Board (GASB) has approved the following:

- Statement No. 103, *Financial Reporting Model Improvements*
- Statement No. 104, *Disclosure of Certain Capital Assets*
- Statement No. 105, *Subsequent Events*

When they become effective, application of these standards may restate portions of these financial statements.

Major Customers

The Village of Deerfield, Illinois and the Village of Lincolnshire, Illinois purchase water from the City's available supply. During the year ended December 31, 2025, these purchases amounted to $4,321,696 or 29.88% and $2,213,599 or 15.30%, respectively, of total water sales in the Water Fund.

REQUIRED SUPPLEMENTARY INFORMATION

Required Supplementary Information
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Property taxes	$ 4,649,900	$ 4,649,900	$ 4,654,063	$ 4,163
Personal property replacement tax	583,300	583,300	444,924	(138,376)
Municipal sales tax	18,293,700	18,769,200	20,008,589	1,239,389
Licenses and permits	1,976,610	1,859,033	2,048,706	189,673
Public charges for services	4,506,560	4,754,433	5,041,485	287,052
Fines, forfeitures and penalties	275,516	276,000	303,551	27,551
Utility taxes	2,111,700	2,350,600	2,564,066	213,466
Real estate transfer tax	2,519,100	2,519,100	2,649,920	130,820
Intergovernmental	2,712,800	540,000	66,824	(473,176)
State income tax	5,400,900	5,400,900	5,442,071	41,171
Franchise tax	1,474,000	1,377,000	1,338,932	(38,068)
Payments in lieu of taxes and affordable units	875,000	875,000	1,011,334	136,334
Other taxes	2,661,600	2,164,695	1,587,943	(576,752)
Reimbursements	290,100	374,524	896,740	522,216
Investment income	2,879,700	2,879,700	2,271,239	(608,461)
Miscellaneous	816,425	1,035,900	867,816	(168,084)
Total revenues	52,026,911	50,409,285	51,198,203	788,918
Expenditures				
Current				
General government	11,153,100	11,711,489	9,084,693	2,626,796
Public safety	27,511,844	27,518,604	27,003,585	515,019
Public works	9,229,303	7,722,831	5,505,821	2,217,010
Commissions	127,985	118,085	106,700	11,385
Economic and physical development	6,363,799	7,587,112	6,036,680	1,550,432
Debt service				
Principal	-	-	181,654	(181,654)
Interest and fiscal charges	-	-	24,457	(24,457)
Total expenditures	54,386,031	54,658,121	47,943,590	6,714,531
Excess (deficiency) of revenues over expenditures	(2,359,120)	(4,248,836)	3,254,613	7,503,449
Other Financing Sources (Uses)				
Transfers in	829,000	829,000	829,000	-
Transfers out	(2,518,500)	(3,368,500)	(3,368,500)	-
Proceeds from sale of assets	325,000	325,000	312,908	(12,092)
Total other financing sources (uses)	(1,364,500)	(2,214,500)	(2,226,592)	(12,092)
Net change in fund balance	$ (3,723,620)	$ (6,463,336)	1,028,021	$ 7,491,357
Fund Balance, Beginning			54,681,617	
Fund Balance, Ending			$ 55,709,638	

See notes to required supplementary information

Required Supplementary Information
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - Public Safety Pension Levy Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Property taxes	$ 6,979,300	$ 6,979,300	$ 6,990,014	$ 10,714
Total revenues	6,979,300	6,979,300	6,990,014	10,714
Expenditures				
Public safety				
Pension contribution, police	3,857,400	3,857,400	3,862,898	(5,498)
Pension contribution, fire	3,121,900	3,121,900	3,127,116	(5,216)
Total expenditures	6,979,300	6,979,300	6,990,014	(10,714)
Net change in fund balance	$ -	$ -	-	$ -
Fund Balance, Beginning			-	
Fund Balance, Ending			$ -	

See notes to required supplementary information

Required Supplementary Information
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - Multi-Modal Transportation Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Property taxes	$ 3,700,900	$ 3,700,900	$ 3,703,880	$ 2,980
Other taxes	296,900	296,900	266,438	(30,462)
Licenses and permits	25,000	15,000	13,510	(1,490)
Intergovernmental	100	100	-	(100)
Fines, forfeitures and penalties	200	200	-	(200)
Public charges for services	116,000	129,000	117,109	(11,891)
PACE RTA fare reimbursement	1,762,650	1,740,000	1,538,870	(201,130)
Investment income	96,000	96,000	77,733	(18,267)
Miscellaneous	82,800	43,300	58,181	14,881
Total revenues	6,080,550	6,021,400	5,775,721	(245,679)
Expenditures				
Public works				
Personnel services	1,521,701	1,598,801	1,399,731	199,070
Contractual services	2,423,650	2,813,950	2,806,037	7,913
Materials and supplies	539,850	454,324	410,404	43,920
Capital outlay	220,000	308,000	226,294	81,706
Total public works	4,705,201	5,175,075	4,842,466	332,609
Transit				
Personnel services	1,132,522	1,158,890	1,062,614	96,276
Contractual services	416,158	414,926	389,895	25,031
Materials and supplies	46,680	46,080	24,414	21,666
Total transit	1,595,360	1,619,896	1,476,923	142,973
Total expenditures	6,300,561	6,794,971	6,319,389	475,582
Net change in fund balance	$ (220,011)	$ (773,571)	(543,668)	$ 229,903
Fund Balance, Beginning			3,311,890	
Fund Balance, Ending			$ 2,768,222	

See notes to required supplementary information

City of Highland Park

Schedule of Changes in the City's Net Pension Liability (Asset) and Related Ratios -
Illinois Municipal Retirement Fund
Last Ten Fiscal Years

	2015	2016	2017	2018
Total Pension Liability				
Service cost	$ 1,226,616	$ 1,249,301	$ 1,285,892	$ 1,186,537
Interest changes of benefit terms	6,674,253	6,874,873	7,097,017	7,056,597
Differences between expected and actual experience	(229,768)	108,591	(154,433)	1,475,984
Changes of assumptions	100,797	(102,872)	(3,048,353)	2,528,501
Benefit payments, including refunds of member contributions	(4,820,577)	(5,151,273)	(5,466,044)	(5,872,715)
Net change in total pension liability	2,951,321	2,978,620	(285,921)	6,374,904
Total Pension Liability, Beginning	90,787,023	93,738,344	96,716,964	96,431,043
Total Pension Liability, Ending	$ 93,738,344	$ 96,716,964	$ 96,431,043	$ 102,805,947
Plan Fiduciary Net Position				
Employer contributions	$ 1,260,084	$ 1,444,598	$ 1,198,802	$ 1,281,816
Employee contributions	597,092	555,955	576,101	571,394
Net investment income	436,839	6,037,275	16,393,120	(6,059,904)
Benefit payments, including refunds of member contributions	(4,820,577)	(5,151,273)	(5,466,044)	(5,872,715)
Other (net transfer)	1,482,342	534,527	(1,701,931)	2,329,022
Net change in plan fiduciary net position	(1,044,220)	3,421,082	11,000,048	(7,750,387)
Plan Fiduciary Net Position, Beginning	88,849,508	87,805,288	91,226,370	102,226,418
Plan Fiduciary Net Position, Ending	$ 87,805,288	$ 91,226,370	$ 102,226,418	$ 94,476,031
Net Pension Liability (Asset), Ending	$ 5,933,056	$ 5,490,594	$ (5,795,375)	$ 8,329,916
Net Pension Liability (Asset), City	$ 4,869,790	$ 4,511,557	$ (4,820,043)	$ 6,942,235
Net Pension Liability (Asset), Library	1,063,266	979,037	(975,332)	1,387,681
Net Pension Liability (Asset), Ending	$ 5,933,056	$ 5,490,594	$ (5,795,375)	$ 8,329,916
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	93.67%	94.32%	106.01%	91.90%
Covered Payroll	$ 11,909,272	$ 12,354,507	$ 12,487,524	$ 12,689,196
Net Pension Liability (Asset) as a Percentage of Covered Payroll	49.82%	44.44%	-46.41%	65.65%

See notes to required supplementary information

2019	2020	2021	2022	2023	2024
$ 1,256,211	$ 1,338,300	$ 1,176,123	$ 1,200,951	$ 1,242,419	$ 1,277,716
7,270,324	7,470,594	7,623,679	7,884,321	8,060,392	8,292,581
598,304	821,506	1,960,445	756,855	1,696,631	1,833,573
-	(655,780)	-	-	(146,986)	-
(6,307,443)	(6,499,642)	(7,064,368)	(7,290,833)	(7,577,773)	(7,757,209)
2,817,396	2,474,978	3,695,879	2,551,294	3,274,683	3,646,661
102,805,947	105,623,343	108,098,321	111,794,200	114,345,494	117,620,177
$ 105,623,343	$ 108,098,321	$ 111,794,200	$ 114,345,494	$ 117,620,177	$ 121,266,838
$ 774,518	$ 1,208,239	$ 1,012,161	$ 720,130	$ 311,785	$ 429,531
616,748	618,491	577,218	604,589	646,292	698,833
18,329,228	15,662,291	20,626,179	(18,012,348)	12,430,461	12,047,275
(6,307,443)	(6,499,642)	(7,064,368)	(7,290,833)	(7,577,773)	(7,757,209)
41,380	(35,542)	393,659	12,848	3,386,290	(1,523,979)
13,454,431	10,953,837	15,544,849	(23,965,614)	9,197,055	3,894,451
94,476,031	107,930,462	118,884,299	134,429,148	110,463,534	119,660,589
$ 107,930,462	$ 118,884,299	$ 134,429,148	$ 110,463,534	$ 119,660,589	$ 123,555,040
$ (2,307,119)	$ (10,785,978)	$ (22,634,948)	$ 3,881,960	$ (2,040,412)	$ (2,288,202)
$ (1,894,084)	$ (9,027,810)	$ (18,818,706)	$ 3,262,211	$ (1,709,300)	$ (1,936,368)
(413,035)	(1,758,168)	(3,816,242)	619,749	(331,112)	(351,834)
$ (2,307,119)	$ (10,785,978)	$ (22,634,948)	$ 3,881,960	$ (2,040,412)	$ (2,288,202)
102.18%	109.98%	120.25%	96.61%	101.73%	101.89%
$ 13,262,311	$ 13,468,826	$ 12,808,592	$ 13,435,270	$ 14,362,018	$ 15,676,320
-17.40%	-80.08%	-176.72%	28.89%	-14.21%	-14.60%

See notes to required supplementary information

Schedule of Employer Contributions -
Illinois Municipal Retirement Fund
Last Ten Fiscal Years

	2016	2017	2018	2019	2020
Actuarially determined contribution	$ 1,378,763	$ 1,198,802	$ 1,202,936	$ 774,519	$ 1,152,931
Contributions in relation to the actuarially determined contribution	(1,444,598)	(1,198,802)	(1,281,816)	(774,519)	(1,208,239)
Contribution deficiency (excess)	$ (65,835)	$ -	$ (78,880)	$ -	$ (55,308)
Covered payroll	$ 12,354,507	$ 12,487,524	$ 12,689,196	$ 13,262,311	$ 13,468,826
Contributions as a percentage of covered payroll	11.69%	9.60%	10.10%	5.84%	8.97%

	2021	2022	2023	2024	2025
Actuarially determined contribution	$ 993,947	$ 720,130	$ 305,911	$ 432,134	$ 560,057
Contributions in relation to the actuarially determined contribution	(1,012,161)	(720,130)	(311,785)	(432,134)	(560,057)
Contribution deficiency (excess)	$ (18,214)	$ -	$ (5,874)	$ -	$ -
Covered payroll	$ 12,808,592	$ 13,435,270	$ 14,362,018	$ 15,771,323	$ 17,074,904
Contributions as a percentage of covered payroll	7.90%	5.36%	2.17%	2.74%	3.28%

Notes to Schedule:

Valuation date: Actuarially determined contributions are calculated as of December 31 of the prior fiscal year.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Aggregated Entry Age Normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	19 years
Asset valuation method	5-year smoothed market, 20% corridor
Inflation	2.25%
Salary increases	2.75% to 13.75%, including inflation
Investment rate of return	7.25%
Retirement age	Experience-based table of rates that are specific to the type of eligibility condition
Mortality	Pub-2010

See notes to required supplementary information

City of Highland Park

Schedule of Changes in the City's Net Pension Liability and Related Ratios -
Police Pension Plan
Last Ten Fiscal Years

	2016	2017	2018	2019
Total Pension Liability				
Service cost	$ 1,064,486	$ 1,030,551	$ 977,398	$ 1,012,169
Interest changes of benefit terms	5,605,033	5,438,896	5,784,269	5,865,384
Differences between expected and actual experience	(3,845,761)	1,228,822	(823,835)	468,990
Changes of assumptions	(1,050,165)	1,683,870	(259,864)	(274,852)
Change of benefit terms	-	-	-	120,133
Benefit payments, including refunds of member contributions	(3,914,056)	(4,312,044)	(4,478,088)	(4,630,285)
Net change in total pension liability	(2,140,463)	5,070,095	1,199,880	2,561,539
Total Pension Liability, Beginning	80,964,440	78,823,977	83,894,072	85,093,952
Total Pension Liability, Ending	$ 78,823,977	$ 83,894,072	$ 85,093,952	$ 87,655,491
Plan Fiduciary Net Position				
Employer contributions	$ 3,611,980	$ 3,760,188	$ 3,987,084	$ 3,983,517
Employee contributions	515,835	507,838	529,624	560,825
Net investment income	2,082,877	4,498,017	(1,833,032)	7,305,648
Benefit payments, including refunds of member contributions	(3,914,056)	(4,312,044)	(4,478,088)	(4,630,285)
Administration	(47,772)	(48,455)	(48,069)	(48,490)
Net change in plan fiduciary net position	2,248,864	4,405,544	(1,842,481)	7,171,215
Plan Fiduciary Net Position, Beginning	33,815,305	36,064,169	40,469,713	38,627,232
Plan Fiduciary Net Position, Ending	$ 36,064,169	$ 40,469,713	$ 38,627,232	$ 45,798,447
City's Net Pension Liability, Ending	$ 42,759,808	$ 43,424,359	$ 46,466,720	$ 41,857,044
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	45.75%	48.24%	45.39%	52.25%
Covered Payroll	$ 5,322,381	$ 5,178,365	$ 5,582,970	$ 5,825,859
City's Net Pension Liability as a Percentage of Covered Payroll	803.40%	838.57%	832.29%	718.47%

See notes to required supplementary information

2020	2021	2022	2023	2024	2025
$ 1,098,327	$ 1,121,758	$ 1,164,105	$ 1,416,795	$ 1,393,829	$ 1,488,384
6,040,111	6,256,587	6,474,176	6,994,059	7,294,583	7,513,443
1,124,121	1,073,796	1,673,935	1,489,487	715,316	3,760,210
(418,504)	208,631	4,368,257	-	-	-
-	-	-	-	-	-
(4,932,570)	(5,291,797)	(5,565,885)	(5,999,017)	(6,246,706)	(6,517,565)
2,911,485	3,368,975	8,114,588	3,901,324	3,157,022	6,244,472
87,655,491	90,566,976	93,935,951	102,050,539	105,951,863	109,108,885
$ 90,566,976	$ 93,935,951	$ 102,050,539	$ 105,951,863	$ 109,108,885	$ 115,353,357
$ 4,144,814	$ 4,319,500	$ 4,323,045	$ 5,088,635	$ 5,110,799	$ 5,124,217
706,354	615,819	645,909	653,940	701,990	751,702
6,362,881	6,159,853	(9,021,158)	6,342,377	4,985,110	10,019,686
(4,932,570)	(5,291,797)	(5,565,885)	(5,999,017)	(6,246,706)	(6,517,565)
(40,978)	(52,346)	(73,592)	(50,200)	(63,397)	(157,922)
6,240,501	5,751,029	(9,691,681)	6,035,735	4,487,796	9,220,118
45,798,447	52,038,948	57,789,977	48,098,296	54,134,031	58,621,827
$ 52,038,948	$ 57,789,977	$ 48,098,296	$ 54,134,031	$ 58,621,827	$ 67,841,945
$ 38,528,028	$ 36,145,974	$ 53,952,243	$ 51,817,832	$ 50,487,058	$ 47,511,412
57.46%	61.52%	47.13%	51.09%	53.73%	58.81%
$ 5,860,741	$ 6,041,918	$ 6,701,661	$ 6,817,226	$ 7,378,767	$ 7,553,212
657.39%	598.25%	805.06%	760.10%	684.22%	629.02%

See notes to required supplementary information

Schedule of Employer Contributions -
Police Pension Plan
Last Ten Fiscal Years

	2016	2017	2018	2019	2020
Actuarially determined contribution	$ 2,770,901	$ 2,899,038	$ 3,055,946	$ 3,113,681	$ 3,227,994
Contributions in relation to the actuarially determined contribution	3,611,980	3,760,188	3,987,084	3,983,501	4,144,814
Contribution deficiency (excess)	$ (841,079)	$ (861,150)	$ (931,138)	$ (869,820)	$ (916,820)
Covered payroll	$ 5,322,381	$ 5,178,365	$ 5,582,970	$ 5,825,859	$ 5,860,741
Contributions as a percentage of covered payroll	67.86%	72.61%	71.42%	68.38%	70.72%

	2021	2022	2023	2024	2025
Actuarially determined contribution	$ 3,186,094	$ 3,189,123	$ 3,815,865	$ 3,857,394	$ 4,021,893
Contributions in relation to the actuarially determined contribution	4,319,500	4,323,045	5,088,635	5,110,799	5,124,217
Contribution deficiency (excess)	$ (1,133,406)	$ (1,133,922)	$ (1,272,770)	$ (1,253,405)	$ (1,102,324)
Covered payroll	$ 6,041,918	$ 6,701,661	$ 6,817,226	$ 7,378,767	$ 7,553,212
Contributions as a percentage of covered payroll	71.49%	64.51%	74.64%	69.26%	67.84%

Valuation date: Actuarially determined contributions are calculated as of December 31 of the prior fiscal year.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry-Age Normal
Amortization method	Level percentage of payroll
Remaining amortization period	16 years
Asset valuation method	5-year smoothed fair value
Inflation	2.50%
Salary increases	3.50% - 11%
Investment rate of return	7.00%
Mortality	Healthy - Pub-2010 Public Safety Employee Mortality Table without adjustment, with generational improvement Scale MP-2021 applied from 2010. Disabled - Pub-2010 Disabled Retiree Mortality Table, with 1.08 adjustment for males, with generational improvement Scale MP-2021 applied from 2010.

See notes to required supplementary information

City of Highland Park

Schedule of Investment Returns -
Police Pension Plan
Last Ten Fiscal Years

	2016	2017	2018	2019	2020
Annual money-weighted rate of return, net of investment expense	6.49%	12.50%	-4.53%	18.96%	13.92%

	2021	2022	2023	2024	2025
Annual money-weighted rate of return, net of investment expense	11.89%	-15.69%	13.32%	9.26%	17.23%

See notes to required supplementary information

Schedule of Changes in the City's Net Pension Liability and Related Ratios -
Firefighters' Pension Plan
Last Ten Fiscal Years

	2016	2017	2018	2019
Total Pension Liability				
Service cost	$ 1,140,851	$ 1,094,398	$ 1,047,631	$ 1,007,419
Interest changes of benefit terms	5,293,408	5,149,483	5,376,209	5,477,719
Differences between expected and actual experience	(4,314,074)	74,405	(281,132)	1,355,818
Changes of assumptions	(387,755)	966,601	(242,396)	(259,727)
Change of benefit terms	-	-	-	127,338
Benefit payments, including refunds of member contributions	(3,635,051)	(3,849,010)	(4,149,394)	(4,541,682)
Net change in total pension liability	(1,902,621)	3,435,877	1,750,918	3,166,885
Total Pension Liability, Beginning	76,296,786	74,394,165	77,830,042	79,580,960
Total Pension Liability, Ending	$ 74,394,165	$ 77,830,042	$ 79,580,960	$ 82,747,845
Plan Fiduciary Net Position				
Employer contributions	$ 3,412,844	$ 3,740,496	$ 4,035,618	$ 4,033,757
Employee contributions	456,800	498,658	466,052	476,948
Net investment income	1,223,021	5,055,992	(1,962,553)	7,799,439
Benefit payments, including refunds of member contributions	(3,635,051)	(3,849,010)	(4,149,394)	(4,541,682)
Administration	(33,155)	(32,745)	(31,140)	(39,131)
Net change in plan fiduciary net position	1,424,459	5,413,391	(1,641,417)	7,729,331
Plan Fiduciary Net Position, Beginning	35,459,401	36,883,860	42,297,251	40,655,834
Plan Fiduciary Net Position, Ending	$ 36,883,860	$ 42,297,251	$ 40,655,834	$ 48,385,165
City's Net Pension Liability, Ending	$ 37,510,305	$ 35,532,791	$ 38,925,126	$ 34,362,680
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	49.58%	54.35%	51.09%	58.47%
Covered Payroll	$ 4,832,832	$ 4,870,611	$ 4,817,441	$ 5,147,016
City's Net Pension Liability as a Percentage of Covered Payroll	776.16%	729.53%	808.00%	667.62%

See notes to required supplementary information

2020	2021	2022	2023	2024	2025
$ 1,120,852	$ 1,074,739	$ 1,158,069	$ 1,238,950	$ 1,297,994	$ 1,333,165
5,701,016	5,955,168	6,377,047	6,582,646	6,775,177	6,993,919
1,916,695	(121,608)	1,205,301	(73,137)	834,172	2,469,563
(423,119)	4,396,807	171,798	-	-	-
-	-	-	-	-	-
(4,850,777)	(5,053,191)	(5,325,147)	(5,487,005)	(5,645,379)	(5,989,890)
3,464,667	6,251,915	3,587,068	2,261,454	3,261,964	4,806,757
82,747,845	86,212,512	92,464,427	96,051,495	98,312,949	101,574,913
$ 86,212,512	$ 92,464,427	$ 96,051,495	$ 98,312,949	$ 101,574,913	$ 106,381,670
$ 3,704,421	$ 3,822,701	$ 3,761,178	$ 4,362,568	$ 4,384,815	$ 4,392,273
527,343	503,963	514,097	624,532	588,267	703,419
6,746,379	6,357,038	(8,460,339)	7,445,704	6,078,147	10,617,463
(4,850,777)	(5,053,191)	(5,325,147)	(5,487,005)	(5,645,379)	(5,989,890)
(44,183)	(37,276)	(36,165)	(37,910)	(40,834)	(73,595)
6,083,183	5,593,235	(9,546,376)	6,907,889	5,365,016	9,649,670
48,385,165	54,468,348	60,061,583	50,515,207	57,423,096	62,788,112
$ 54,468,348	$ 60,061,583	$ 50,515,207	$ 57,423,096	$ 62,788,112	$ 72,437,782
$ 31,744,164	$ 32,402,844	$ 45,536,288	$ 40,889,853	$ 38,786,801	$ 33,943,888
63.18%	64.96%	52.59%	58.41%	61.81%	68.09%
$ 4,985,305	$ 5,351,933	$ 5,547,844	$ 5,970,845	$ 6,136,846	$ 6,645,538
636.75%	605.44%	820.79%	684.83%	632.03%	510.78%

See notes to required supplementary information

Schedule of Employer Contributions -
Firefighters' Pension Plan
Last Ten Fiscal Years

	2016	2017	2018	2019	2020
Actuarially determined contribution	$ 2,619,715	$ 2,629,419	$ 2,608,199	$ 2,570,829	$ 2,713,800
Contributions in relation to the actuarially determined contribution	3,412,844	3,740,496	4,035,618	4,033,741	3,704,421
Contribution deficiency (excess)	$ (793,129)	$ (1,111,077)	$ (1,427,419)	$ (1,462,912)	$ (990,621)
Covered payroll	$ 4,832,832	$ 4,870,611	$ 4,817,441	$ 5,147,016	$ 4,985,305
Contributions as a percentage of covered payroll	70.62%	76.80%	83.77%	78.37%	74.31%

	2021	2022	2023	2024	2025
Actuarially determined contribution	$ 2,712,185	$ 2,901,228	$ 3,115,458	$ 3,121,944	$ 3,237,624
Contributions in relation to the actuarially determined contribution	3,822,701	3,761,178	4,362,568	4,384,815	4,392,273
Contribution deficiency (excess)	$ (1,110,516)	$ (859,950)	$ (1,247,110)	$ (1,262,871)	$ (1,154,649)
Covered payroll	$ 5,351,933	$ 5,547,844	$ 5,970,845	$ 6,136,846	$ 6,645,538
Contributions as a percentage of covered payroll	71.43%	67.80%	73.06%	71.45%	66.09%

Valuation date: Actuarially determined contributions are calculated as of December 31 of the prior fiscal year.

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Projected unit credit cost method
Amortization method	Level percentage of payroll
Remaining amortization period	16 years
Asset valuation method	5-year smoothed fair value
Inflation	2.25%
Salary increases	3.50% to 12.00% (varies by service)
Investment rate of return	7.00%
Mortality	Healthy - Pub-2010 Public Safety Employee Mortality Table without adjustment, with generational improvement scale MP-2021 applied from 2010 Disabled - Pub-2010 Disabled Retiree Mortality Table with 1.178 adjustment for males, with generational improvement scale MP-2021 applied from 2010

See notes to required supplementary information

City of Highland Park

Schedule of Investment Returns -
Firefighters' Pension Plan
Last Ten Fiscal Years

	2016	2017	2018	2019	2020
Annual money-weighted rate of return, net of investment expense	3.55%	13.65%	-4.62%	19.30%	14.04%

	2021	2022	2023	2024	2025
Annual money-weighted rate of return, net of investment expense	11.76%	-14.20%	14.90%	10.65%	17.05%

See notes to required supplementary information

City of Highland Park

Schedule of Changes in the City's Net OPEB Liability and Related Ratios -
Retiree Health Insurance Plan
Last Eight Fiscal Years

	2018	2019	2020	2021
Total OPEB Liability				
Service cost	$ 239,128	$ 217,222	$ 267,286	$ 826,820
Interest	362,783	404,163	364,216	451,992
Changes of benefit terms	-	-	-	-
Differences between expected and actual experience	-	-	2,924,734	-
Changes of assumptions	(737,720)	3,362,820	5,027,835	(684,480)
Benefit payments, including refunds of member contributions	(542,341)	(552,749)	(542,444)	(570,055)
Net change in total OPEB liability	(678,150)	3,431,456	8,041,627	24,277
Total OPEB Liability, Beginning	10,810,489	10,132,339	13,563,795	21,605,422
Total OPEB Liability, Ending	$ 10,132,339	$ 13,563,795	$ 21,605,422	$ 21,629,699
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability	0.00%	0.00%	0.00%	0.00%
Covered-Employee Payroll	$ 20,695,903	$ 21,794,381	$ 23,807,136	$ 23,787,148
City's Net OPEB Liability as a Percentage of Covered-Employee Payroll	48.96%	62.24%	90.75%	90.93%

Notes To Schedule:
The City implemented GASB Statement No. 75 in fiscal year 2018. Information prior to fiscal year 2018 is not available.

There is no ADC or employer contribution related to the ADC as the total OPEB liability is currently an unfunded obligation.

The City does not hold assets in a trust to meet future OPEB requirements. However, the City assigns General Fund balance each year equivalent to the actuarial valuation. The City Council has set aside approximately $11 million to meet future requirements associated with OPEB, representing 74% of the total OPEB liability.

The information presented above includes the total OPEB liability for the City and Library.

2022	2023	2024	2025
$ 829,264	$ 490,420	$ 562,065	$ 576,157
439,313	495,163	478,517	509,429
-	-	269,208	-
(1,673,532)	-	(3,141,403)	-
(7,028,975)	944,799	215,793	(1,063,594)
(607,579)	(554,726)	(570,835)	(582,345)
(8,041,509)	1,375,656	(2,186,655)	(560,353)
21,629,699	13,588,190	14,963,846	12,777,191
$ 13,588,190	$ 14,963,846	$ 12,777,191	$ 12,216,838
0.00%	0.00%	0.00%	0.00%
$ 24,878,786	$ 25,625,149	$ 26,423,156	$ 28,671,588
54.62%	58.40%	48.36%	42.61%

See notes to required supplementary information

Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds, except for the Foreign Fire Insurance Tax Fund. The budget is as amended by the City Council. All annual appropriations lapse at fiscal year end.

Prior to December 31, the City Finance Director submits to the City Council a proposed operating and capital budget for the fiscal year commencing January 1. The operating and capital budget includes proposed expenditures and the means of financing them. Public hearings are conducted to obtain taxpayer comments. Prior to March 31, the budget is legally enacted through passage of an ordinance. Formal budgetary integration is employed as a management control device during the year of the general fund and special revenue funds.

The City is authorized to change budgeted amounts within any department within any fund; however, revision must be approved by two-thirds of the members of the City Council. No revisions can be made increasing the budget unless funding is available for the purpose of the revision. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the department level. The appropriated budget is prepared by fund, function and department. The City Finance Director is authorized, with City Manager approval, to transfer budget amounts within any department or fund; however, the City Council must approve revisions that alter the total expenditures within any department of any fund.

SUPPLEMENTARY INFORMATION

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Expenditures				
General government				
City Council				
Personnel services	$ 147,543	$ 147,969	$ 147,968	$ 1
Contractual services	324,895	326,250	319,219	7,031
Materials and supplies	10,610	12,641	11,520	1,121
Total city council	483,048	486,860	478,707	8,153
Adminstration				
Personnel services	832,604	826,427	825,843	584
Contractual services	255,945	406,095	348,965	57,130
Materials and supplies	39,475	39,880	39,520	360
Total adminstration	1,128,024	1,272,402	1,214,328	58,074
Human resources				
Personnel services	440,914	555,172	554,745	427
Contractual services	94,152	95,946	81,698	14,248
Materials and supplies	196,745	190,123	170,022	20,101
Total human resources	731,811	841,241	806,465	34,776
Communications				
Personnel services	353,306	354,322	342,841	11,481
Contractual services	235,865	204,315	171,218	33,097
Materials and supplies	73,546	85,107	60,789	24,318
Capital outlay	63,000	28,500	27,897	603
Total communications	725,717	672,244	602,745	69,499
City Clerk				
Personnel services	248,685	248,202	248,167	35
Contractual services	83,288	74,761	71,900	2,861
Materials and supplies	1,250	1,250	1,060	190
Total city clerk	333,223	324,213	321,127	3,086
Senior services				
Personnel services	562,037	552,089	511,170	40,919
Contractual services	225,650	224,560	209,050	15,510
Materials and supplies	27,600	36,738	29,610	7,128
Total senior services	815,287	813,387	749,830	63,557
Legal department				
Contractual services	876,017	1,056,017	966,872	89,145
Total legal department	876,017	1,056,017	966,872	89,145
Finance administration and accounting				
Personnel services	1,276,626	1,188,437	1,183,657	4,780
Contractual services	2,749,320	2,724,523	1,890,086	834,437
Materials and supplies	361,397	396,747	387,884	8,863
Reserve and contingency	554,700	554,700	-	554,700
Total finance administration and accounting	4,942,043	4,864,407	3,461,627	1,402,780

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Facilities				
Personnel services	$ 488,547	$ 507,617	$ 498,001	$ 9,616
Contractual services	583,822	571,504	558,960	12,544
Materials and supplies	84,190	82,190	68,802	13,388
Capital outlay	1,160,000	981,000	567,959	413,041
Total facilities	2,316,559	2,142,311	1,693,722	448,589
Resiliency				
Personnel services	212,721	95,993	94,239	1,754
Contractual services	312,850	215,100	60,758	154,342
Materials and supplies	25,800	17,314	8,841	8,473
Capital outlay	-	660,000	375,432	284,568
Total resiliency	551,371	988,407	539,270	449,137
Less administrative reimbursements	(1,750,000)	(1,750,000)	(1,750,000)	-
Total general government	11,153,100	11,711,489	9,084,693	2,626,796
Public safety				
Police department operations				
Personnel services	12,840,577	13,056,545	13,058,772	(2,227)
Contractual services	2,502,955	2,495,124	2,442,272	52,852
Materials and supplies	330,226	318,763	212,842	105,921
Capital outlay	142,000	161,000	(20,924)	181,924
Total police department operations	15,815,758	16,031,432	15,692,962	338,470
Fire department operations				
Personnel services	9,836,323	9,856,611	9,721,249	135,362
Contractual services	1,420,678	1,445,876	1,427,453	18,423
Materials and supplies	184,085	184,685	161,921	22,764
Capital outlay	255,000	-	-	-
Total fire department operations	11,696,086	11,487,172	11,310,623	176,549
Total public safety	27,511,844	27,518,604	27,003,585	515,019
Public works				
Public works administration				
Personnel services	619,938	633,475	636,395	(2,920)
Contractual services	174,147	174,147	169,868	4,279
Materials and supplies	10,375	10,375	9,009	1,366
Total public works administration	804,460	817,997	815,272	2,725
Facilities				
Facilities - capital outlay	2,525,000	974,000	626,245	347,755
Total facilities	2,525,000	974,000	626,245	347,755
Engineering				
Personnel services	764,873	794,456	792,213	2,243
Contractual services	273,100	287,895	207,616	80,279
Materials and supplies	7,455	7,455	6,789	666
Total engineering	1,045,428	1,089,806	1,006,618	83,188

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Forestry				
Personnel services	$ 399,498	$ 406,806	$ 390,931	$ 15,875
Contractual services	821,649	821,649	800,434	21,215
Materials and supplies	25,350	25,350	24,753	597
Capital outlay	215,000	215,000	208,253	6,747
Total forestry	1,461,497	1,468,805	1,424,371	44,434
Parking admin				
Personnel services	21,818	23,123	21,505	1,618
Contractual services	271,100	233,100	218,526	14,574
Capital outlay	3,100,000	3,116,000	1,393,284	1,722,716
Total parking admin	3,392,918	3,372,223	1,633,315	1,738,908
Total public works	9,229,303	7,722,831	5,505,821	2,217,010
Commissions				
Personnel services	48,700	46,934	45,718	1,216
Contractual services	63,935	56,086	48,214	7,872
Materials and supplies	15,350	15,065	12,768	2,297
Total commissions	127,985	118,085	106,700	11,385
Economic and physical development				
Community development				
Personnel services	3,173,341	3,088,050	3,061,439	26,611
Contractual services	1,005,518	922,913	813,892	109,021
Materials and supplies	49,200	49,873	31,364	18,509
Total community development	4,228,059	4,060,836	3,906,695	154,141
Economic development				
Personnel services	288,838	260,360	251,682	8,678
Contractual services	1,226,760	2,628,049	1,811,468	816,581
Materials and supplies	130,142	176,517	66,835	109,682
Revenue sharing	490,000	461,350	-	461,350
Total economic development	2,135,740	3,526,276	2,129,985	1,396,291
Total economic and physical development	6,363,799	7,587,112	6,036,680	1,550,432
Debt Service				
Principal	-	-	181,654	(181,654)
Interest and fiscal charges	-	-	24,457	(24,457)
Total debt service	-	-	206,111	(206,111)
Total expenditures	$ 54,386,031	$ 54,658,121	$ 47,943,590	$ 6,714,531

City of Highland Park

Combining Balance Sheet -
Nonmajor Governmental Funds
December 31, 2025

	Special Revenue Funds			
	Motor Fuel Tax	Emergency 911 System	Foreign Fire Insurance Tax	Environmental Sustainability
Assets				
Cash	$ -	$ -	$ 495,125	$ 112,385
Receivables:				
Property taxes	-	-	-	-
Motor fuel tax allotments	122,166	105,614	-	-
Accounts	-	-	-	36,261
Prepaid items	-	-	1,025	-
Deposits	-	753,666	-	-
Total assets	$ 122,166	$ 859,280	$ 496,150	$ 148,646
Liabilities, Deferred Inflows of Resources and Fund Balances				
Liabilities				
Accounts payable	$ -	$ 3,684	$ -	$ 9,099
Accrued liabilities	-	-	-	5,962
Due to other funds	46,311	518,014	-	-
Total liabilities	46,311	521,698	-	15,061
Deferred Inflows of Resources				
Property taxes levied for future periods	-	-	-	-
Total deferred inflows of resources	-	-	-	-
Fund Balances				
Nonspendable for:				
Prepaid items	-	-	1,025	-
Restricted for:				
Streets	75,855	-	-	-
Public safety	-	337,582	495,125	-
Economic development	-	-	-	-
Affordable housing	-	-	-	-
Committed for:				
Sustainability initiatives	-	-	-	133,585
Total fund balances	75,855	337,582	496,150	133,585
Total liabilities, deferred inflows of resources and fund balances	$ 122,166	$ 859,280	$ 496,150	$ 148,646

Special Revenue Funds	Capital Project Funds		
Affordable Housing	Tax Increment Financing - Ravinia	Tax Increment Financing - Briergate	Total Nonmajor Funds
$ 2,153,771	$ 3,336,544	$ 3,260,420	$ 9,358,245
-	796,500	1,248,000	2,044,500
-	-	-	227,780
648	-	-	36,909
-	-	-	1,025
-	-	-	753,666
$ 2,154,419	$ 4,133,044	$ 4,508,420	$ 12,422,125
$ 219,246	$ 415	$ -	$ 232,444
1,662	-	-	7,624
-	-	-	564,325
220,908	415	-	804,393
-	796,500	1,248,000	2,044,500
-	796,500	1,248,000	2,044,500
-	-	-	1,025
-	-	-	75,855
-	-	-	832,707
-	3,336,129	3,260,420	6,596,549
1,933,511	-	-	1,933,511
-	-	-	133,585
1,933,511	3,336,129	3,260,420	9,573,232
$ 2,154,419	$ 4,133,044	$ 4,508,420	$ 12,422,125

City of Highland Park

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances -
Nonmajor Governmental Funds
Year Ended December 31, 2025

	Special Revenue Funds			
	Motor Fuel Tax	Emergency 911 System	Foreign Fire Insurance Tax	Environmental Sustainability
Revenues				
Property taxes	$ -	$ -	$ -	$ -
Other taxes	-	-	-	-
Intergovernmental	-	-	228,567	-
Motor fuel tax	1,377,630	-	-	-
Payments in lieu of taxes and affordable units	-	-	-	-
Licenses and permits	-	-	-	-
Public charges for services	-	713,787	-	228,782
Investment income	113,249	3,873	3,114	2,096
Total revenues	1,490,879	717,660	231,681	230,878
Expenditures				
Current:				
Public safety	-	27,262	139,128	-
Economic and physical development	-	-	-	190,557
Total expenditures	-	27,262	139,128	190,557
Excess (deficiency) of revenues over expenditures	1,490,879	690,398	92,553	40,321
Other Financing Sources (Uses)				
Transfers out	(1,850,000)	(829,000)	-	(30,000)
Total other financing sources (uses)	(1,850,000)	(829,000)	-	(30,000)
Net change in fund balances	(359,121)	(138,602)	92,553	10,321
Fund Balances, Beginning (as previously reported)	434,976	476,184	403,597	123,264
Accounting changes (see note disclosure)	-	-	-	-
Fund Balances, Beginning (as adjusted)	434,976	476,184	403,597	123,264
Fund Balances, Ending	$ 75,855	$ 337,582	$ 496,150	$ 133,585

Special Revenue Funds	Debt Service Fund	Capital Project Funds		
	(Moved to major)			
Affordable Housing	Debt Service	Tax Increment Financing - Ravinia	Tax Increment Financing - Briergate	Total Nonmajor Funds
$ -	$ -	$ 669,655	$ 1,197,654	$ 1,867,309
148,856	-	-	-	148,856
-	-	-	-	228,567
-	-	-	-	1,377,630
222,480	-	-	-	222,480
11,350	-	-	-	11,350
-	-	-	-	942,569
82,926	-	87,224	75,936	368,418
465,612	-	756,879	1,273,590	5,167,179
-	-	-	-	166,390
500,523	-	67,646	-	758,726
500,523	-	67,646	-	925,116
(34,911)	-	689,233	1,273,590	4,242,063
-	-	-	(54,919)	(2,763,919)
-	-	-	(54,919)	(2,763,919)
(34,911)	-	689,233	1,218,671	1,478,144
1,968,422	1,050,392	2,646,896	2,041,749	9,145,480
-	(1,050,392)	-	-	(1,050,392)
1,968,422	-	2,646,896	2,041,749	8,095,088
$ 1,933,511	$ -	$ 3,336,129	$ 3,260,420	$ 9,573,232

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Motor Fuel Tax Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Motor fuel tax	$ 1,331,800	$ 1,331,800	$ 1,377,630	$ 45,830
Investment income	108,400	108,400	113,249	4,849
Total revenues	1,440,200	1,440,200	1,490,879	50,679
Expenditures				
Total expenditures	-	-	-	-
Excess (deficiency) of revenues over expenditures	1,440,200	1,440,200	1,490,879	50,679
Other Financing Sources (Uses)				
Transfers out	(1,850,000)	(1,850,000)	(1,850,000)	-
Total other financing sources (uses)	(1,850,000)	(1,850,000)	(1,850,000)	-
Net change in fund balance	$ (409,800)	$ (409,800)	(359,121)	$ 50,679
Fund Balance, Beginning			434,976	
Fund Balance, Ending			$ 75,855	

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Emergency 911 System Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Public charges for services	$ 667,300	$ 667,300	$ 713,787	$ 46,487
Investment income	3,300	3,300	3,873	573
Total revenues	670,600	670,600	717,660	47,060
Expenditures				
Current				
Contractual services	20,831	20,831	20,311	520
Materials and supplies	7,000	7,000	6,951	49
Capital outlay	10,000	10,000	-	10,000
Total expenditures	37,831	37,831	27,262	10,569
Excess (deficiency) of revenues over expenditures	632,769	632,769	690,398	57,629
Other Financing Sources (Uses)				
Transfers out	(829,000)	(829,000)	(829,000)	-
Total other financing sources (uses)	(829,000)	(829,000)	(829,000)	-
Net change in fund balance	$ (196,231)	$ (196,231)	(138,602)	$ 57,629
Fund Balance, Beginning			476,184	
Fund Balance, Ending			$ 337,582	

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Environmental Sustainability Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Public charges for services	$ 260,000	$ 260,000	$ 228,782	$ (31,218)
Investment income	1,400	1,400	2,096	696
Total revenues	261,400	261,400	230,878	(30,522)
Expenditures				
Current				
Personnel services	164,338	179,685	146,125	33,560
Contractual services	46,373	44,756	44,432	324
Total expenditures	210,711	224,441	190,557	33,884
Excess (deficiency) of revenues over expenditures	50,689	36,959	40,321	3,362
Other Financing Sources (Uses)				
Transfers out	(30,000)	(30,000)	(30,000)	-
Total other financing sources (uses)	(30,000)	(30,000)	(30,000)	-
Net change in fund balance	$ 20,689	$ 6,959	10,321	$ 3,362
Fund Balance, Beginning			123,264	
Fund Balance, Ending			$ 133,585	

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Affordable Housing Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Investment income	$ 91,400	$ 91,400	$ 82,926	$ (8,474)
Licenses and permits	12,000	12,000	11,350	(650)
Payments in lieu of taxes and affordable units	-	74,160	222,480	148,320
Other taxes	100,000	80,000	148,856	68,856
Total revenues	203,400	257,560	465,612	208,052
Expenditures				
Economic and physical development	447,807	1,115,943	500,523	615,420
Total expenditures	447,807	1,115,943	500,523	615,420
Net change in fund balance	$ (244,407)	$ (858,383)	(34,911)	$ (407,368)
Fund Balance, Beginning			1,968,422	
Fund Balance, Ending			$ 1,933,511	

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Tax Increment Financing - Ravinia Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Property taxes	$ 834,600	$ 780,900	$ 669,655	$ (111,245)
Investment income	74,700	74,700	87,224	12,524
Total revenues	909,300	855,600	756,879	(98,721)
Expenditures				
Economic and physical development	1,272,000	669,000	67,646	601,354
Total expenditures	1,272,000	669,000	67,646	601,354
Net change in fund balance	$ (362,700)	$ 186,600	689,233	$ (700,075)
Fund Balance, Beginning			2,646,896	
Fund Balance, Ending			$ 3,336,129	

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Tax Increment Financing - Briergate Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Property taxes	$ 1,090,000	$ 1,209,567	$ 1,197,654	$ (11,913)
Investment income	57,200	57,200	75,936	18,736
Total revenues	1,147,200	1,266,767	1,273,590	6,823
Expenditures				
Total expenditures	-	-	-	-
Excess (deficiency) of revenues over expenditures	1,147,200	1,266,767	1,273,590	6,823
Other Financing Sources (Uses)				
Transfers out	-	(110,000)	(54,919)	(55,081)
Total other financing sources (uses)	-	(110,000)	(54,919)	(55,081)
Net change in fund balance	$ 1,147,200	$ 1,156,767	1,218,671	$ (48,258)
Fund Balance, Beginning			2,041,749	
Fund Balance, Ending			$ 3,260,420	

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Capital Projects Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Investment income	$ 429,400	$ 429,400	$ 325,539	$ (103,861)
Reimbursements	219,100	133,300	112,576	(20,724)
Total revenues	648,500	562,700	438,115	(124,585)
Expenditures				
Capital outlay	8,815,000	12,028,375	8,987,555	3,040,820
Total expenditures	8,815,000	12,028,375	8,987,555	3,040,820
Excess (deficiency) of revenues over expenditures	(8,166,500)	(11,465,675)	(8,549,440)	2,916,235
Other Financing Sources (Uses)				
Transfers in	4,368,500	5,289,500	5,262,506	26,994
Transfers out	(68,800)	(61,800)	(61,800)	-
General obligation debt issued	4,000,000	3,665,000	3,665,000	-
Premium on debt issued	-	396,865	396,865	-
Total other financing sources (uses)	8,299,700	9,289,565	9,262,571	26,994
Net change in fund balance	$ 133,200	$ (2,176,110)	713,131	$ 2,943,229
Fund Balance, Beginning			3,198,534	
Fund Balance, Ending			$ 3,911,665	

City of Highland Park

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -
Debt Service Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Property taxes	$ 3,157,800	$ 2,923,100	$ 2,924,463	$ 1,363
Investment income	70,800	70,800	84,200	13,400
Reimbursements	496,625	207,500	-	(207,500)
Total revenues	3,725,225	3,201,400	3,008,663	(192,737)
Expenditures				
Principal	2,370,000	1,930,000	1,880,012	49,988
Interest and fiscal charges	1,357,200	1,266,368	1,107,566	158,802
Total expenditures	3,727,200	3,196,368	2,987,578	208,790
Excess (deficiency) of revenues over expenditures	(1,975)	5,032	21,085	16,053
Other Financing Sources (Uses)				
Transfers in	68,800	61,800	61,800	-
Total other financing sources (uses)	68,800	61,800	61,800	-
Net change in fund balance	$ 66,825	$ 66,832	82,885	$ 16,053
Fund Balance, Beginning			1,050,392	
Fund Balance, Ending			$ 1,133,277	

City of Highland Park

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual - Budgetary Basis - Water Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Operating Revenues				
Water sales	$ 13,713,800	$ 13,713,800	$ 14,464,532	$ 750,732
Water/sewer permit fees	108,000	70,000	114,985	44,985
Miscellaneous	75,100	76,100	319,027	242,927
Total operating revenues	13,896,900	13,859,900	14,898,544	1,038,644
Operating Expenses				
Personnel services	2,748,409	2,795,360	3,043,738	(248,378)
Contractual services	1,462,514	1,395,648	1,321,438	74,210
Materials and supplies	681,676	824,755	767,741	57,014
Small tools and equipment	12,508,000	11,455,000	6,691,610	4,763,390
Administrative reimbursements	1,750,000	1,750,000	1,750,000	-
Total operating expenses	19,150,599	18,220,763	13,574,527	4,646,236
Operating income (loss)	(5,253,699)	(4,360,863)	1,324,017	5,684,880
Nonoperating Revenues (Expenses)				
Investment income	361,900	361,900	307,457	(54,443)
General obligation bonds issued	5,000,000	2,100,000	-	(2,100,000)
Intergovernmental	1,051,400	907,600	195,068	(712,532)
Principal	(2,374,800)	(2,374,800)	(2,374,775)	25
Interest and fiscal charges	(852,300)	(852,300)	(639,377)	212,923
Total nonoperating revenues (expenses)	3,186,200	142,400	(2,511,627)	(2,654,027)
Net income (loss) or before transfers and adjustments to GAAP basis	(2,067,499)	(4,218,463)	(1,187,610)	3,030,853
Transfers				
Transfers in	-	5,000	-	(5,000)
Total transfers	-	5,000	-	(5,000)
Adjustments to GAAP basis				
Capital assets capitalized	-	-	4,650,866	4,650,866
Depreciation	-	-	(1,732,251)	(1,732,251)
Principal paid	-	-	2,374,775	2,374,775
Total Adjustments to GAAP basis	-	-	5,293,390	5,293,390
Change in net position, budgetary basis	$ (2,067,499)	$ (4,213,463)	4,105,780	$ 8,319,243
Net Position, Beginning			36,861,703	
Net Position, Ending			$ 40,967,483	

City of Highland Park

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual - Budgetary Basis - Sewer Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Operating Revenues				
Sanitary sewer charges	$ 2,473,100	$ 2,473,100	$ 2,551,013	$ 77,913
Stormwater management fees	2,501,600	2,501,600	2,490,594	(11,006)
Water/sewer permit fees	30,000	30,000	34,500	4,500
Miscellaneous	66,000	66,000	59,152	(6,848)
Total operating revenues	5,070,700	5,070,700	5,135,259	64,559
Operating Expenses				
Personnel services	1,313,070	1,381,949	1,602,532	(220,583)
Contractual services	410,325	396,027	395,522	505
Materials and supplies	77,350	58,618	57,591	1,027
Small tools and equipment	3,607,000	4,593,000	2,448,131	2,144,869
Total operating expenses	5,407,745	6,429,594	4,503,776	1,925,818
Operating income (loss)	(337,045)	(1,358,894)	631,483	1,990,377
Nonoperating Revenues (Expenses)				
Investment income	134,000	134,000	142,837	8,837
General obligation debt issued	1,500,000	1,370,000	-	(1,370,000)
Premium on debt issued	-	148,488	-	(148,488)
Intergovernmental	527,000	422,000	114,113	(307,887)
Principal	(660,000)	(575,000)	(575,000)	-
Interest and fiscal charges	(173,000)	(185,810)	(133,990)	51,820
Total nonoperating revenues (expenses)	1,328,000	1,313,678	(452,040)	(1,765,718)
Net income (loss) or before transfers and adjustments to GAAP basis	990,955	(45,216)	179,443	224,659
Transfers				
Transfers in	-	34,000	10,913	(23,087)
Total transfers	-	34,000	10,913	(23,087)
Adjustments to GAAP basis				
Capital assets capitalized	-	-	1,447,305	1,447,305
Depreciation	-	-	(1,424,529)	(1,424,529)
Principal paid	-	-	575,000	575,000
Total Adjustments to GAAP basis	-	-	597,776	597,776
Change in net position, budgetary basis	$ 990,955	$ (11,216)	788,132	$ 799,348
Net Position, Beginning			26,239,416	
Net Position, Ending			$ 27,027,548	

Combining Statement of Net Position -
Internal Service Funds
December 31, 2025

	Equipment Maintenance and Replacement	Insurance	Total
Assets and Deferred Outflows of Resources			
Assets			
Current assets:			
Cash and cash equivalents	$ 4,546,622	$ 2,392,108	$ 6,938,730
Receivables (net):			
Accounts	(1,166)	1,230,470	1,229,304
Prepaid items	251,922	-	251,922
Net pension asset	156,926	-	156,926
Total current assets	4,954,304	3,622,578	8,576,882
Noncurrent assets:			
Construction in progress	2,211,680	-	2,211,680
Machinery, equipment and furnishings	18,267,046	-	18,267,046
Lease asset - right to use	108,340	-	108,340
Less accumulated depreciation	(12,110,998)	-	(12,110,998)
Total noncurrent assets	8,476,068	-	8,476,068
Total assets	13,430,372	3,622,578	17,052,950
Deferred Outflows of Resources			
Deferred outflows related to pensions	340,201	-	340,201
Deferred outflows related to OPEB	100,270	-	100,270
Total deferred outflows of resources	440,471	-	440,471
Liabilities, Deferred Inflows of Resources and Net Position			
Liabilities			
Current liabilities:			
Accounts payable	226,214	883	227,097
Accrued wages	76,255	-	76,255
Unearned revenues	470,992	-	470,992
Total current liabilities	773,461	883	774,344
Noncurrent liabilities:			
Due within one year	45,528	4,072	49,600
Due in more than one year	404,644	16,289	420,933
Total noncurrent liabilities	450,172	20,361	470,533
Total liabilities	1,223,633	21,244	1,244,877

Combining Statement of Net Position -
Internal Service Funds
December 31, 2025

	Equipment Maintenance and Replacement	Insurance	Total
Deferred Inflows of Resources			
Deferred inflows related to pensions	$ 2,243	$ -	$ 2,243
Deferred inflows related to OPEB	181,473	-	181,473
Total deferred inflows of resources	183,716	-	183,716
Net Position			
Net investment in capital assets	8,476,068	-	8,476,068
Restricted for:			
Municipal retirement	156,926	-	156,926
Unrestricted net position	3,830,500	3,601,334	7,431,834
Total net position	$ 12,463,494	$ 3,601,334	$ 16,064,828

City of Highland Park

Combining Statement of Revenues, Expenses and Changes in Fund Net Position -
Internal Service Funds
Year Ended December 31, 2025

	Equipment Maintenance and Replacement	Insurance	Total
Operating Revenues			
Charges for goods and services	$ 4,587,900	$ 6,414,621	$ 11,002,521
Miscellaneous	88,727	-	88,727
Total operating revenues	4,676,627	6,414,621	11,091,248
Operating Expenses			
Personnel services	1,725,460	(12,515)	1,712,945
Contractual services	313,490	6,440,382	6,753,872
Materials and supplies	647,471	21,966	669,437
Repairs and maintenance	678,233	1,330	679,563
Small tools and equipment	184,199	-	184,199
Depreciation	1,060,956	-	1,060,956
Total operating expenses	4,609,809	6,451,163	11,060,972
Operating income (loss)	66,818	(36,542)	30,276
Nonoperating Revenues (Expenses)			
Investment income	162,442	74,618	237,060
Gain (loss) on sale of capital assets	(4,572)	-	(4,572)
Interest and fiscal charges	(12,234)	-	(12,234)
Total nonoperating revenues (expenses)	145,636	74,618	220,254
Income before transfers	212,454	38,076	250,530
Transfers			
Transfers in	30,000	-	30,000
Total transfers	30,000	-	30,000
Change in net position	242,454	38,076	280,530
Net Position, Beginning	12,221,040	3,563,258	15,784,298
Net Position, Ending	$ 12,463,494	$ 3,601,334	$ 16,064,828

City of Highland Park

Combining Statement of Cash Flows -
Internal Service Funds
Year Ended December 31, 2025

	Equipment Maintenance and Replacement	Insurance	Total
Cash Flows From Operating Activities			
Cash received from customers and users	$ 5,147,619	$ 6,135,937	$ 11,283,556
Cash payments for goods and services	(1,916,980)	(6,463,549)	(8,380,529)
Cash payments to employees	(1,589,375)	-	(1,589,375)
Net cash provided by (used in) operating activities	1,641,264	(327,612)	1,313,652
Cash Flows From Noncapital Financing Activities			
Transfers	30,000	-	30,000
Net cash provided by (used in) noncapital financing activities	30,000	-	30,000
Cash Flows From Capital and Related Financing Activities			
Purchase of capital assets	(1,162,139)	-	(1,162,139)
Interest paid on debt	(12,234)	-	(12,234)
Lease principal paid	(15,526)	-	(15,526)
Proceeds from sale of capital assets	56,762	-	56,762
Net cash used in capital and related financing activities	(1,133,137)	-	(1,133,137)
Cash Flows From Investing Activities			
Investment Income	162,442	74,618	237,060
Net cash provided by (used in) investing activities	162,442	74,618	237,060
Net increase (decrease) in cash	700,569	(252,994)	447,575
Cash and Cash Equivalents, Beginning	3,846,053	2,645,102	6,491,155
Cash and Cash Equivalents, Ending	$ 4,546,622	$ 2,392,108	$ 6,938,730

City of Highland Park

Combining Statement of Cash Flows -
Internal Service Funds
Year Ended December 31, 2025

	Equipment Maintenance and Replacement	Insurance	Total
Reconciliation of Operating Income (Loss) to Net Cash Provided by Operating Activities			
Operating income (loss)	$ 66,818	$ (36,542)	$ 30,276
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:			
Depreciation	1,060,956	-	1,060,956
Change in operating assets and liabilities:			
Accounts receivable	-	(278,684)	(278,684)
Prepaid items	24,331	-	24,331
Net pension asset	(14,142)	-	(14,142)
Deferred outflows, pension	224,274	-	224,274
Deferred outflows, OPEB	50,725	-	50,725
Accounts payable	(117,918)	129	(117,789)
Accrued salaries	17,394	-	17,394
Compensated absences	(23,639)	(12,515)	(36,154)
Net OPEB liability	(67,012)	-	(67,012)
Deferred inflows, pension	(4,043)	-	(4,043)
Deferred inflows, OPEB	(47,472)	-	(47,472)
Unearned revenue	470,992	-	470,992
Total adjustments	1,574,446	(291,070)	1,283,376
Net cash provided (used) by operating activities	$ 1,641,264	$ (327,612)	$ 1,313,652
Noncash Capital and Related Financing Activities			
Change in capital related accounts payable	$ (54,154)	$ -	

City of Highland Park

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual - Budgetary Basis -
Equipment Maintenance and Replacement Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Operating Revenues				
Charges for goods and services	$ 4,587,900	$ 4,587,900	$ 4,587,900	$ -
Miscellaneous	32,720	41,995	88,727	46,732
Total operating revenues	4,620,620	4,629,895	4,676,627	46,732
Operating Expenses				
Personnel services	1,602,132	1,623,339	1,725,460	(102,121)
Contractual services	315,195	323,395	313,490	9,905
Materials and supplies	679,380	706,812	647,471	59,341
Repairs and maintenance	708,073	734,375	678,233	56,142
Small tools and equipment	1,996,000	3,139,747	1,292,184	1,847,563
Total operating expenses	5,300,780	6,527,668	4,656,838	1,870,830
Operating income (loss)	(680,160)	(1,897,773)	19,789	1,917,562
Nonoperating Revenues (Expenses)				
Intergovernmental	-	470,992	-	470,992
Investment income	217,800	217,800	162,442	55,358
Gain (loss) on sale of capital assets	15,000	25,000	(4,572)	29,572
Interest and fiscal charges	-	-	(12,234)	12,234
Total nonoperating revenues (expenses)	232,800	713,792	145,636	568,156
Net income (loss) before adjustments to GAAP basis	(447,360)	(1,183,981)	165,425	2,485,718
Transfers				
Transfers in	30,000	30,000	30,000	-
Total transfers	30,000	30,000	30,000	-
Adjustments to GAAP basis				
Capital assets capitalized	-	-	1,107,985	(1,107,985)
Depreciation	-	-	(1,060,956)	1,060,956
Total Adjustments to GAAP basis	-	-	47,029	(47,029)
Change in net position, budgetary basis	$ (417,360)	$ (1,153,981)	242,454	$ 2,438,689
Net Position, Beginning			12,221,040	
Net Position, Ending			$ 12,463,494	

City of Highland Park

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual - Budgetary Basis - Insurance Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Operating Revenues				
Charges for goods and services	$ 6,397,347	$ 6,409,847	$ 6,414,621	$ 4,774
Total operating revenues	6,397,347	6,409,847	6,414,621	4,774
Operating Expenses				
Contractual services	6,838,625	6,729,461	6,440,382	289,079
Materials and supplies	25,095	25,095	21,966	3,129
Personnel services	-	-	(12,515)	12,515
Repairs and maintenance	2,125	1,975	1,330	645
Total operating expenses	6,865,845	6,756,531	6,451,163	305,368
Operating income (loss)	(468,498)	(346,684)	(36,542)	310,142
Nonoperating Revenues (Expenses)				
Investment income	91,200	91,200	74,618	16,582
Total nonoperating revenues (expenses)	91,200	91,200	74,618	16,582
Change in net position, budgetary basis	$ (377,298)	$ (255,484)	38,076	$ 326,724
Net Position, Beginning			3,563,258	
Net Position, Ending			$ 3,601,334	

City of Highland Park

Combining Statement of Fiduciary Net Position -
Pension Trust Funds
December 31, 2025

	Police Pension	Firefighters' Pension	Total
Assets			
Cash and cash equivalents	$ 965,455	$ 616,373	$ 1,581,828
Investments:			
Police officers' pension investment fund	66,889,308	-	66,889,308
Firefighters' pension investment fund	-	71,822,789	71,822,789
Total assets	67,854,763	72,439,162	140,293,925
Liabilities			
Accounts payable	12,818	1,380	14,198
Total liabilities	12,818	1,380	14,198
Net Position			
Restricted for retirement benefits	67,841,945	72,437,782	140,279,727
Total net position	$ 67,841,945	$ 72,437,782	$ 140,279,727

City of Highland Park

Combining Statement of Changes in Fiduciary Net Position -
Pension Trust Funds
Year Ended December 31, 2025

	Police Pension	Firefighters' Pension	Total
Additions			
Contributions:			
Employer	$ 5,124,217	$ 4,392,273	$ 9,516,490
Plan members	751,702	703,419	1,455,121
Total contributions	5,875,919	5,095,692	10,971,611
Investment earnings:			
Investment income	353,422	1,302,076	1,655,498
Net appreciation in fair value of investments	9,725,320	9,453,630	19,178,950
Total investment earnings	10,078,742	10,755,706	20,834,448
Less investment expense	(59,056)	(138,243)	(197,299)
Net investment earnings	10,019,686	10,617,463	20,637,149
Total additions	15,895,605	15,713,155	31,608,760
Deductions			
Benefits	6,517,565	5,989,890	12,507,455
Administration	157,922	73,595	231,517
Total deductions	6,675,487	6,063,485	12,738,972
Change in net position	9,220,118	9,649,670	18,869,788
Net Position, Beginning	58,621,827	62,788,112	121,409,939
Net Position, Ending	$ 67,841,945	$ 72,437,782	$ 140,279,727

CITY OF HIGHLAND PARK, ILLINOIS
Statistical Section
(Unaudited)

This part of the City's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

Contents **Page**

Financial Trends 125 - 131

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over

Revenue Capacity 132 - 137

These schedules contain information to help the reader assess the City's most significant local revenue source, the property tax.

Debt Capacity 138 - 141

These schedules present information to help the reader assess the affordability of the Government's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Demographic and Economic Information 142 - 143

These schedules offer demographic and economic indicators to help the reader understand the environment within the City's financial activities take place.

Operating Information 144 - 146

These schedules contain information about the City's service and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.



FINANCIAL TRENDS

City of Highland Park

Statement of Net Position By Component

Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
GOVERNMENTAL ACTIVITIES										
Net investment in capital assets	$ 85,567,313	$ 84,778,317	$ 78,196,858	$ 75,455,357	$ 74,318,370	$ 73,684,327	$ 75,106,994	$ 73,706,698	$ 85,176,288	$ 86,445,189
Restricted	2,654,529	2,708,093	2,183,954	2,770,149	4,989,032	13,783,143	20,876,909	7,353,619	10,139,119	10,898,609
Unrestricted	(48,998,593)	(49,918,848)	(54,090,833)	(45,806,027)	(38,676,727)	(32,589,579)	(31,079,598)	(11,181,167)	(24,037,603)	(28,814,976)
TOTAL GOVERNMENTAL ACTIVITIES NET POSITION	$ 39,223,249	$ 37,567,562	$ 26,289,979	$ 32,419,479	$ 40,630,675	$ 54,877,891	$ 64,904,305	$ 69,879,150	$ 71,277,804	$ 68,528,822
BUSINESS-TYPE ACTIVITIES										
Net investment in capital assets	$ 40,152,956	$ 39,597,032	$ 36,017,027	$ 36,008,982	$ 37,384,128	$ 40,672,937	$ 41,423,300	$ 46,371,315	$ 54,130,749	$ 57,499,719
Restricted	-	-	-	-	-	2,292,369	4,542,011	-	385,030	476,381
Unrestricted	3,363,433	2,151,329	2,096,156	3,140,536	4,206,837	2,809,282	2,862,787	8,655,900	8,585,340	10,018,931
TOTAL BUSINESS-TYPE ACTIVITIES NET POSITION	$ 43,516,389	$ 41,748,361	$ 38,113,183	$ 39,149,518	$ 41,590,965	$ 45,774,588	$ 48,828,098	$ 55,027,215	$ 63,101,119	$ 67,995,031
PRIMARY GOVERNMENT										
Net investment in capital assets	$ 125,720,269	$ 124,375,349	$ 114,213,885	$ 111,464,339	$ 111,702,498	$ 114,357,264	$ 116,530,294	$ 120,078,013	$ 139,307,037	$ 143,944,908
Restricted	2,654,529	2,708,093	2,183,954	2,770,149	4,989,032	16,075,512	25,418,920	7,353,619	10,524,149	11,374,990
Unrestricted	(45,635,160)	(47,767,519)	(51,994,677)	(42,665,491)	(34,469,890)	(29,780,297)	(28,216,811)	(2,525,267)	(15,452,263)	(18,796,045)
TOTAL PRIMARY GOVERNMENT	$ 82,739,638	$ 79,315,923	$ 64,403,162	$ 71,568,997	$ 82,221,640	$ 100,652,479	$ 113,732,403	$ 124,906,365	$ 134,378,923	$ 136,523,853

Notes:

(1) Beginning in 2018, the City implemented GASB 75 which resulted in the inclusion of a total OPEB liability.

(2) Beginning in 2019, the City implemented GASB 84 which resulted in the inclusion of the Affordable Housing and General Deposit Funds previously reported as agency funds.

City of Highland Park

Fund Balances of Governmental Funds
Last Ten Fiscal Years

Fiscal Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
GENERAL FUND										
Nonspendable	$ -	$ 4,753	$ 4,276	$ 7,062	$ 6,658	$ 3,454	$ 1,306	$ 8,700	$ 20,229	$ 20,237
Unrestricted										
Assigned	6,831,695	8,189,329	8,832,844	9,876,238	10,312,585	10,894,369	11,428,324	11,712,713	12,302,999	12,855,846
Unassigned	18,054,780	17,556,651	20,471,736	25,865,861	28,433,165	35,914,242	45,058,959	51,629,885	42,358,389	42,833,555
Subtotal general fund	24,886,475	25,750,733	29,308,856	35,749,161	38,752,408	46,812,065	56,488,589	63,351,298	54,681,617	55,709,638
% Change from prior year	-5.9%	3.5%	13.8%	22.0%	8.4%	20.8%	20.7%	12.1%	-13.7%	1.9%
ALL OTHER GOVERNMENTAL FUNDS										
Nonspendable	6,408	-	359	-	359	359	-	5,800	133,792	1,025
Restricted	3,343,630	2,708,093	4,939,210	3,723,776	5,773,666	7,226,502	11,430,607	7,353,619	9,160,346	11,014,736
Unrestricted										
Committed	906,922	1,281,682	2,031,886	2,468,121	1,991,917	2,906,121	3,521,928	3,106,757	3,301,362	2,901,807
Assigned	3,719,803	2,277,942	971,368	999,356	1,304,570	1,829,879	2,517,132	2,436,144	3,060,404	3,468,828
Unassigned										
Special Revenue Funds (deficit)	(61,207)	-	-	-	-	-	-	-	-	-
Subtotal all other funds	7,915,556	6,267,717	7,942,823	7,191,253	9,070,512	11,962,861	17,469,667	12,902,320	15,655,904	17,386,396
TOTAL GOVERNMENTAL FUNDS	$ 32,802,031	$ 32,018,450	$ 37,251,679	$ 42,940,414	$ 47,822,920	$ 58,774,926	$ 73,958,256	$ 76,253,618	$ 70,337,521	$ 73,096,034
% Change from prior year	1.0%	-2.4%	16.3%	15.3%	11.4%	22.9%	25.8%	3.1%	-7.8%	3.9%

City of Highland Park

Change in Net Position
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
GOVERNMENTAL ACTIVITIES										
Program Revenues										
Charges for services										
General government	$ 2,348,267	$ 2,172,696	$ 2,372,699	$ 2,766,614	$ 2,595,913	$ 3,837,328	$ 2,941,202	$ 3,711,925	$ 2,700,052	$ 3,367,058
Public safety	2,789,821	3,252,583	3,483,336	3,801,221	2,586,179	3,080,967	3,567,613	3,853,924	5,096,654	5,081,589
Public works	1,220,394	1,317,634	1,417,119	1,511,471	237,806	311,771	680,049	717,950	683,728	673,158
Transit	1,342,009	1,421,764	1,436,742	1,532,544	1,090,786	1,101,609	1,219,157	1,185,474	1,473,076	1,538,870
Economic/physical development	1,707,560	1,306,682	1,948,457	1,573,980	1,049,684	1,588,169	1,964,243	1,662,983	1,479,792	1,687,900
Operating grants	795,560	870,061	776,384	1,006,633	1,761,212	2,232,505	3,131,358	2,609,416	3,087,542	1,444,454
Capital grants	84,464	232,948	306,139	67,783	951,179	214,957	88,961	284,105	195,409	112,576
General Revenues										
Property taxes	12,412,788	12,574,374	13,056,531	14,155,087	14,992,697	16,703,364	16,434,529	17,998,020	19,006,012	20,139,729
Sales taxes	13,230,707	13,111,115	13,991,902	13,576,047	12,324,127	16,299,258	17,052,849	18,052,141	12,076,543	13,489,685
Other taxes	11,915,256	11,915,732	15,744,381	12,086,075	12,308,181	14,372,880	16,131,544	14,648,887	20,080,754	21,190,621
Coronavirus Relief Fund	-	-	-	-	1,365,211	-	-	-	-	-
Payment in lieu of taxes[1]	822,131	846,221	704,250	1,462,484	837,500	1,036,470	1,075,407	1,203,206	927,960	1,233,814
Other	269,876	363,329	896,614	3,890,504	1,569,450	374,553	1,775,140	5,118,492	4,985,227	3,972,635
Total revenues	48,938,833	49,385,139	56,134,554	57,430,443	53,669,925	61,153,831	66,062,052	71,046,523	71,792,749	73,932,089
Expenses										
General government	7,136,341	7,523,811	6,756,414	7,737,099	6,492,574	6,795,345	7,350,860	8,761,976	7,716,383	10,024,688
Public safety	27,094,758	26,147,707	28,676,247	27,435,033	24,913,624	24,534,088	33,089,248	33,826,102	36,740,732	37,644,078
Public works	7,491,480	7,531,938	7,258,400	6,882,251	6,907,639	8,089,501	9,315,187	12,190,104	14,076,787	17,579,370
Transit	1,265,741	1,289,937	1,357,141	1,379,367	954,492	1,633,403	1,153,760	1,330,574	1,508,052	1,726,932
Commissions	448,794	412,175	157,299	73,711	90,573	77,042	72,121	91,773	73,932	106,700
Economic/physical development	7,155,683	7,921,665	8,188,294	8,072,546	5,983,759	5,546,643	6,503,889	6,952,763	8,519,840	8,609,293
Interest	276,122	213,593	404,873	281,688	345,473	230,593	694,064	543,924	876,669	979,097
Total expenses	50,868,919	51,040,826	52,798,668	51,861,695	45,688,134	46,906,615	58,179,129	63,697,216	69,512,395	76,670,158
INCREASE (DECREASE) IN NET POSITION BEFORE TRANSFERS	(1,930,086)	(1,655,687)	3,335,886	5,568,748	7,981,791	14,247,216	7,882,923	7,349,307	2,280,354	(2,738,069)
Transfers	(68,000)	-	-	-	-	-	2,143,491	(2,374,462)	(881,700)	(10,913)
INCREASE (DECREASE) IN NET POSITION	$ (1,998,086)	$ (1,655,687)	$ 3,335,886	$ 5,568,748	$ 7,981,791	$ 14,247,216	$ 10,026,414	$ 4,974,845	$ 1,398,654	$ (2,748,982)

Notes:
(1) Payment in lieu is Payment in lieu of taxes and affordable units.

City of Highland Park

Change in Net Position
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
BUSINESS-TYPE ACTIVITIES										
Program Revenues										
Charges for services										
Water	$ 8,038,625	$ 7,944,693	$ 8,017,280	$ 8,806,707	$ 10,641,590	$ 11,146,891	$ 11,468,316	$ 13,218,935	$ 13,903,975	$ 14,898,544
Sewer	4,639,293	4,580,105	4,705,795	4,583,554	4,777,415	4,919,853	4,765,074	4,800,955	4,879,878	5,135,259
Parking system	795,851	725,178	798,021	824,906	241,873	281,720	-	-	-	-
Operating grants	78,919	84,794	99,323	306,891	227,277	1,459,257	451,440	750,336	1,087,060	309,181
Other	57,742	114,265	111,356	204,643	83,668	24,502	149,844	508,146	528,287	450,294
Total revenues	13,610,430	13,449,035	13,731,775	14,726,701	15,971,823	17,832,223	16,834,674	19,278,372	20,399,200	20,793,278
Expenses										
Water	10,868,120	9,443,272	10,907,442	8,229,552	8,342,095	8,180,339	7,698,293	8,879,353	8,851,154	11,295,289
Sewer	4,069,114	4,833,045	5,232,836	4,599,743	4,556,928	4,833,353	3,939,380	6,574,364	4,355,842	4,614,990
Parking	935,125	940,746	930,884	861,071	631,353	634,908	-	-	-	-
Total expenses	15,872,359	15,217,063	17,071,162	13,690,366	13,530,376	13,648,600	11,637,673	15,453,717	13,206,996	15,910,279
INCREASE (DECREASE) IN NET POSITION BEFORE TRANSFERS	(2,261,929)	(1,768,028)	(3,339,387)	1,036,335	2,441,447	4,183,623	5,197,001	3,824,655	7,192,204	4,882,999
Transfers	68,000	-	-	-	-	-	(2,143,491)	2,374,462	881,700	10,913
INCREASE (DECREASE) IN NET POSITION	$ (2,193,929)	$ (1,768,028)	$ (3,339,387)	$ 1,036,335	$ 2,441,447	$ 4,183,623	$ 3,053,510	$ 6,199,117	$ 8,073,904	$ 4,893,912

City of Highland Park

Change in Net Position
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
TOTAL NET POSITION										
Program Revenues										
Charges for services	$ 22,881,820	$ 22,721,335	$ 24,179,449	$ 25,400,997	$ 23,221,246	$ 26,268,308	$ 26,605,654	$ 29,152,146	$ 30,217,155	$ 32,382,378
Operating grants	874,479	954,855	875,707	1,313,524	1,988,489	3,691,762	3,582,798	3,359,752	4,174,602	1,753,635
Capital grants	84,464	232,948	306,139	67,783	951,179	214,957	88,961	284,105	195,409	112,576
General Revenues										
Property taxes	12,412,788	12,574,374	13,056,531	14,155,087	14,992,697	16,703,364	16,434,529	17,998,020	19,006,012	20,139,729
Sales taxes	13,230,707	13,111,115	13,991,902	13,576,047	12,324,127	16,299,258	17,052,849	18,052,141	12,076,543	13,489,685
Other taxes	11,915,256	11,915,732	15,744,381	12,086,075	12,308,181	14,372,880	16,131,544	14,648,887	20,080,754	21,190,621
Coronavirus Relief Fund	-	-	-	-	1,365,211	-	-	-	-	-
Payment in lieu of taxes	822,131	846,221	704,250	1,462,484	837,500	1,036,470	1,075,407	1,203,206	927,960	1,233,814
Other	327,618	477,594	1,007,970	4,095,147	1,653,118	399,055	1,924,984	5,626,638	5,513,514	4,422,929
Total revenues	62,549,263	62,834,174	69,866,329	72,157,144	69,641,748	78,986,054	82,896,726	90,324,895	92,191,949	94,725,367
Expenses										
General government	7,136,341	7,523,811	6,756,414	7,737,099	6,492,574	6,795,345	7,350,860	8,761,976	7,716,383	10,024,688
Public safety	27,094,758	26,147,707	28,676,247	27,435,033	24,913,624	24,534,088	33,089,248	33,826,102	36,740,732	37,644,078
Public works	7,491,480	7,531,938	7,258,400	6,882,251	6,907,639	8,089,501	9,315,187	12,190,104	14,076,787	17,579,370
Economic/physical development	7,155,683	7,921,665	8,188,294	8,072,546	5,983,759	5,546,643	6,503,889	6,952,763	8,519,840	8,609,293
Transit	1,265,741	1,289,937	1,357,141	1,379,367	954,492	1,633,403	1,153,760	1,330,574	1,508,052	1,726,932
Commissions	448,794	412,175	157,299	73,711	90,573	77,042	72,121	91,773	73,932	106,700
Interest	276,122	213,593	404,873	281,688	345,473	230,593	694,064	543,924	876,669	979,097
Parking	935,125	940,746	930,884	861,071	631,353	634,908	-	-	-	-
Water	10,868,120	9,443,272	10,907,442	8,229,552	8,342,095	8,180,339	7,698,293	8,879,353	8,851,154	11,295,289
Sewer	4,069,114	4,833,045	5,232,836	4,599,743	4,556,928	4,833,353	3,939,380	6,574,364	4,355,842	4,614,990
Total expenses	66,741,278	66,257,889	69,869,830	65,552,061	59,218,510	60,555,215	69,816,802	79,150,933	82,719,391	92,580,437
INCR./(DECR.) IN NET POSITION	$ (4,192,015)	$ (3,423,715)	$ (3,501)	$ 6,605,083	$ 10,423,238	$ 18,430,839	$ 13,079,924	$ 11,173,962	$ 9,472,558	$ 2,144,930
NET REVENUE/(EXPENSE)										
Governmental Activities	(1,998,086)	(1,655,687)	3,335,886	5,568,748	7,981,791	14,247,216	10,026,414	4,974,845	1,398,654	(2,748,982)
Business-Type Activities	(2,193,929)	(1,768,028)	(3,339,387)	1,036,335	2,441,447	4,183,623	3,053,510	6,199,117	8,073,904	4,893,912
TOTAL NET REVENUE/(EXPENSE)	(4,192,015)	(3,423,715)	(3,501)	6,605,083	10,423,238	18,430,839	13,079,924	11,173,962	9,472,558	2,144,930

City of Highland Park

Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
REVENUES										
Property taxes	$ 12,412,788	$ 12,574,374	$ 13,056,531	$ 14,155,087	$ 14,992,697	$ 16,703,364	$ 16,434,529	$ 17,998,020	$ 19,006,012	$ 20,139,729
Personal property replacement taxes	298,849	315,598	286,914	356,704	318,803	559,662	1,132,395	942,102	552,950	444,924
Licenses and permits	2,877,456	2,755,250	3,264,842	2,963,904	1,429,358	2,057,305	2,519,222	2,133,006	1,971,743	2,073,566
Public charges for services	2,944,657	3,342,231	3,662,416	4,064,724	2,898,618	3,699,706	4,409,521	4,863,642	6,005,135	6,101,163
Municipal sales tax	13,230,707	13,111,115	13,991,902	13,576,047	12,324,127	16,299,258	17,052,849	18,052,141	17,631,265	20,008,589
Utility tax	2,365,250	2,410,931	2,330,522	2,423,838	2,242,932	2,401,266	2,718,273	2,370,650	2,262,448	2,564,066
Real estate transfer tax	1,843,768	2,003,188	1,692,383	1,665,318	2,291,611	3,147,040	2,831,985	1,854,195	2,249,330	2,649,920
Intergovernmental	159,333	245,195	155,971	178,438	207,113	596,914	1,469,666	1,494,418	1,968,333	295,391
State income tax	2,897,250	2,733,707	2,850,286	3,167,946	3,234,314	3,934,568	4,917,098	4,819,693	5,124,501	5,442,071
Franchise tax	2,158,947	2,019,029	1,922,755	1,731,838	1,430,149	1,452,817	1,501,711	1,470,817	1,367,873	1,338,932
Payment in lieu[1]	822,131	846,221	704,250	1,462,484	418,750	1,455,220	1,075,407	1,203,206	927,960	1,233,814
Other taxes	2,229,634	2,298,992	2,435,650	2,592,224	2,607,523	2,693,112	2,833,861	3,002,987	2,746,811	2,003,237
RTA[2] reimbursement	1,342,009	1,421,764	1,436,742	1,532,544	1,090,786	1,101,609	1,219,157	1,185,474	1,473,076	1,538,870
Reimbursements-other agencies	317,187	467,581	577,780	711,464	2,329,159	1,639,971	469,620	550,786	337,895	1,009,316
Fines, forfeitures, and penalties	514,271	423,287	562,122	559,376	146,786	174,516	102,402	132,967	273,826	303,551
Motor fuel tax	757,785	759,153	761,804	976,402	1,736,948	1,820,006	1,857,913	1,302,441	1,341,328	1,377,630
Interest income	244,636	322,252	707,738	915,732	499,588	215,804	1,367,030	4,002,065	4,241,362	3,127,129
Net change in fair value of investments	-	-	70,145	328,193	-	29,977	-	-	-	-
Miscellaneous	691,671	658,805	544,461	500,044	524,475	513,129	723,615	1,770,124	947,418	925,997
Total revenues	48,108,329	48,708,673	51,015,214	53,862,307	50,723,737	60,495,244	64,636,254	69,148,734	70,429,266	72,577,895
EXPENDITURES										
Current										
General government	8,975,291	6,684,877	7,253,903	7,326,231	5,867,216	6,420,169	8,155,421	9,530,832	9,033,482	9,084,693
Public safety	24,467,111	25,679,506	27,213,467	26,827,790	26,567,770	28,294,059	29,540,308	32,201,026	33,313,106	34,159,989
Public works	5,994,720	5,737,953	5,615,754	5,746,861	5,179,840	5,315,964	5,725,038	6,398,535	11,141,765	10,348,287
Commissions	186,720	163,101	157,299	73,711	90,573	77,042	72,121	91,773	73,932	106,700
Transit	1,258,440	1,294,057	1,354,645	1,370,188	953,199	1,007,116	1,050,306	1,099,251	1,256,682	1,476,923
Economic and physical development	3,941,297	3,766,052	4,007,848	5,416,201	4,865,954	4,376,049	5,765,637	5,629,257	7,572,125	6,795,406
Capital outlay	4,607,980	4,951,600	6,942,117	4,472,927	1,237,278	2,844,551	8,282,008	9,978,499	20,915,777	8,987,555
Debt service										
Principal	2,717,150	2,793,950	478,510	913,160	908,311	925,010	908,147	1,522,001	1,516,132	2,061,666
Interest and fiscal charges	302,340	240,967	448,082	326,712	390,495	275,618	757,326	618,042	1,004,670	1,132,023
Total expenditures	52,451,049	51,312,063	53,471,625	52,473,781	46,060,636	49,535,578	60,256,312	67,069,216	85,827,671	74,153,242
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	$ (4,342,720)	$ (2,603,390)	$ (2,456,411)	$ 1,388,526	$ 4,663,101	$ 10,959,666	$ 4,379,942	$ 2,079,518	$ (15,398,405)	$ (1,575,347)

Notes:
(1) Payment in lieu is Payment in lieu of taxes and affordable units.
(2) RTA is Regional Transportation Authority.

City of Highland Park

Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
OTHER FINANCING SOURCES (USES)										
General obligation debt issued	$ 4,650,000	$ 705,162	$ 7,900,000	$ -	$ -	$ -	$ 9,230,000	$ -	$ 9,155,000	$ 3,665,000
Premium on debt Issued	80,375	12,600	292,111	-	-	-	892,268	-	951,100	396,865
Lease issuance	-	-	-	-	-	-	669,530	159,939	-	-
Transfers in	1,200,000	1,240,705	3,006,435	1,920,248	2,669,627	2,533,772	3,288,639	2,469,464	12,938,417	6,153,306
Transfers (out)	(1,268,000)	(1,240,705)	(4,043,411)	(1,920,248)	(2,679,627)	(2,556,432)	(3,533,837)	(4,863,926)	(13,875,117)	(6,194,219)
Sale of capital assets	17,655	1,102,047	534,505	3,739,457	-	15,000	256,788	2,450,367	312,908	312,908
Total other financing sources (uses)	4,680,030	1,819,809	7,689,640	3,739,457	(10,000)	(7,660)	10,803,388	215,844	9,482,308	4,333,860
NET CHANGES IN FUND BALANCES	337,310	(783,581)	5,233,229	5,127,983	4,653,101	10,952,006	15,183,330	2,295,362	(5,916,097)	2,758,513
FUND BALANCES, BEGINNING OF YEAR	32,464,691	32,802,031	32,018,480	37,251,679	42,940,414	47,822,920	58,774,926	73,958,256	76,253,618	70,337,521
Prior period adjustment	-	-	-	560,752	229,405	-	-	-	-	-
FUND BALANCES, BEGINNING OF YEAR, RESTATED	32,464,691	32,802,031	32,018,480	37,812,431	43,169,819	47,822,920	58,774,926	73,958,256	76,253,618	70,337,521
FUND BALANCES, END OF YEAR	$ 32,802,001	$ 32,018,450	$ 37,251,709	$ 42,940,414	$ 47,822,920	$ 58,774,926	$ 73,958,256	$ 76,253,618	$ 70,337,521	$ 73,096,034
DEBT SERVICE AS A % OF NONCAPITAL EXPENDITURES[1]	6.5%	6.3%	1.9%	2.6%	3.0%	2.5%	3.1%	3.7%	4.0%	4.7%

Notes:
(1) Calculated based on capitalized expenditures reflected in Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Governmental Activities in the Statement of Activities schedule.



REVENUE CAPACITY

City of Highland Park

Assessed Value and Actual Value of Taxable Property
Last Ten Levy Years
(Cents per hundred dollars)

Levy Year	Residential Property	Commercial Property	Industrial Property	Agricultural Property	Railroad Property	Less Tax Exempt Property	Total Taxable Assessed Value	Tax Rate	Estimated Actual Value	Annual % Change	Ratio of Total Assessed Valuation to Estimated Actual Value of Real Property
2016	2,098,472,765	$ 212,302,541	$ 472,885	$ 1,257	$ 2,710,878	n/a	$2,313,960,326	0.737	$6,941,880,978	6.2%	33%
2017	2,181,515,147	223,651,158	481,655	1,497	2,761,689	n/a	2,408,411,146	0.726	7,225,233,438	4.1%	33%
2018	2,178,026,581	222,911,973	482,480	1,745	2,952,465	n/a	2,404,375,244	0.772	7,213,125,732	-0.2%	33%
2019	2,093,191,544	254,156,305	489,659	972,370	3,204,766	n/a	2,352,014,644	0.809	7,056,043,932	-2.2%	33%
2020	2,055,603,901	239,253,308	488,055	958,367	3,332,597	n/a	2,299,636,228	0.875	6,898,908,684	-2.2%	33%
2021	2,049,956,208	243,905,915	488,055	956,015	3,332,597	n/a	2,298,638,790	0.904	6,895,916,370	0.0%	33%
2022	2,121,368,354	266,318,526	494,435	2,246	3,940,056	n/a	2,392,123,617	0.909	7,176,370,851	4.1%	33%
2023	2,274,563,706	299,514,018	489,084	1,679,301	4,243,555	n/a	2,580,489,664	0.872	7,741,468,992	7.9%	33%
2024	2,508,776,221	319,085,473	509,436	1,864,310	4,034,881	n/a	2,834,270,321	0.852	8,502,810,963	9.8%	33%
2025	2,669,283,656	325,116,208	521,964	1,978,517	2,833,864	n/a	2,999,734,209	0.882	8,999,202,627	5.8%	33%

Notes:
(1) Source: Lake County

City of Highland Park

Property Tax Rates - All Direct And Overlapping Governments
Last Ten Levy Years
(Cents per hundred dollars)

Tax Levy Year	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
CITY DIRECT RATE										
Bond	0.129	0.033	0.052	0.052	0.053	0.055	0.079	0.087	0.104	0.183
Corporate	0.085	0.152	0.150	0.147	0.213	0.218	0.219	0.176	0.157	0.108
Firefighters Pension	0.121	0.128	0.129	0.125	0.128	0.128	0.125	0.121	0.110	0.108
Library	0.209	0.203	0.206	0.219	0.224	0.226	0.217	0.208	0.206	0.213
Police Pension	0.128	0.132	0.132	0.141	0.145	0.145	0.137	0.148	0.136	0.134
Street and Bridge	0.065	0.077	0.103	0.124	0.113	0.120	0.123	0.126	0.131	0.128
PTAB/CE Recapture	-	-	-	-	-	0.013	0.008	0.007	0.008	0.008
Street Construction	-	-	-	-	-	-	-	-	-	-
IMRF	-	-	-	-	-	-	-	-	-	-
School Crossing Guard	-	-	-	-	-	-	-	-	-	-
Public Benefit	-	-	-	-	-	-	-	-	-	-
Audit	-	-	-	-	-	-	-	-	-	-
Total Direct Rate	0.737	0.726	0.772	0.809	0.875	0.904	0.909	0.872	0.852	0.882
OVERLAPPING RATES										
County	0.632	0.622	0.612	0.597	0.598	0.598	0.589	0.586	0.551	0.520
Forest Preserve	0.193	0.187	0.182	0.180	0.182	0.179	0.173	0.168	0.162	0.157
Township	0.056	0.054	0.054	0.056	0.055	0.056	0.054	0.050	0.076	0.072
Sanitary	0.157	0.153	0.153	0.153	0.157	0.158	0.160	0.159	0.150	0.144
College of Lake County	0.285	0.281	0.282	0.282	0.290	0.293	0.296	0.294	0.280	0.269
High School	2.187	2.164	2.222	2.280	2.391	2.486	2.525	2.477	2.396	2.449
Elementary School	2.862	2.826	2.914	3.039	3.184	3.299	3.676	3.560	3.366	3.286
Mosquito Abatement	0.012	0.011	0.011	0.012	0.012	0.013	0.012	0.010	0.010	0.009
Park District	0.529	0.521	0.535	0.560	0.572	0.608	0.612	0.596	0.572	0.559
Total Overlapping Rate	6.913	6.818	6.966	7.157	7.442	7.691	8.097	7.900	7.563	7.465
Total Rate	**7.650**	**7.544**	**7.738**	**7.966**	**8.317**	**8.595**	**9.005**	**8.772**	**8.415**	**8.347**

Notes:
(1) Source: Lake County

City of Highland Park

Principal Taxpayers

Current Year and Nine Years Prior

December 31, 2025				December 31, 2016			
Taxpayer[1]	Business/Service	Equalized Assessed Valuation[2]	as a % of Total EAV	Taxpayer[1]	Business/Service	Equalized Assessed Valuation	as a % of Total EAV
Albion Jacobs Highland Park LLC	Real Property	$ 18,178,747	0.61%	Metzler I Renaissance Place LP	Retail Property	$ 12,436,842	0.54%
Albion Jacobs Renaissance Place LLC.	Real Property	10,203,491	0.34%	Federal Realty Investment Trust	Business/Retail Center	6,906,411	0.30%
SE McGovern House Transitory LLC	Real Property	9,730,300	0.32%	Midwest Family Housing LLC	Real Property	6,866,612	0.30%
Federal Realty Investment Trust	Business/Retail Center	9,418,012	0.31%	Americana Apartments	Apartments	5,035,806	0.22%
Americana Associates	Real Property	9,213,026	0.31%	Highland Park Associates II LLC	Real Property	4,586,851	0.20%
T Renaissance IL LLC	Business/Retail Center	8,628,569	0.29%	Klairmont Family Associates	Business/Retail Center	4,573,431	0.20%
Midwest Family Housing LLC	Real Property	8,606,661	0.29%	Elston Avenue Real Estate Company LLC	Real Property	3,969,002	0.17%
Ernie D Semersky	Real Property	5,624,015	0.19%	Ameritech-Illinois	Utility	3,860,136	0.17%
James & Wendy Abrams	Real Property	5,582,389	0.19%	Sunset Food Mart, Inc.	Retail Property - Grocery Store	3,845,373	0.17%
Northmoor Country Club	Business/Retail Center	5,220,424	0.17%	LB&M Real Estate Management, Inc.	Real Property	3,131,208	0.14%
		$ 90,405,634	3.01%			$ 55,211,672	2.39%
	2025 Total EAV	$ 2,999,734,209			2016 Total EAV	$2,313,960,326	
	Percentage of Total	3.01%			Percentage of Total	2.39%	

Notes:

(1) Every effort has been made to seek out and report the largest taxpayers. However, many of the taxpayers listed contain multiple parcels and it is possible that some parcels and their valuations have been overlooked. The 2025 EAV is the most current available for all taxpayers.

(2) Source: Lake County Clerk

City of Highland Park

Property Tax Levies and Collections

Last Ten Levy Years

Tax Levy Year	Tax Levy as Abated[1]	Current Taxes Collected: Fiscal Year Collected	Current Taxes Collected: Amount	Current Taxes Collected: Percent of Levy Collected	Delinquent Taxes Collected in Current Year[2]	Total Collections	Percent of Total Collections to Tax Levy
2015	$ 16,316,594	2016	$ 16,294,280	99.86%	-	$ 16,294,280	99.86%
2016	17,061,848	2017	16,898,118	99.04%	-	16,898,118	99.04%
2017	17,482,295	2018	17,374,483	99.38%	-	17,374,483	99.38%
2018	18,556,415	2019	18,449,447	99.42%	-	18,449,447	99.42%
2019	19,028,104	2020	18,853,219	99.08%	-	18,853,219	99.08%
2020	20,127,819	2021	19,961,153	99.17%	-	19,961,153	99.17%
2021	20,551,725	2022	20,575,387	100.12%	-	20,575,387	100.12%
2022	21,717,105	2023	21,576,808	99.35%	-	21,576,808	99.35%
2023	22,480,020	2024	22,289,966	99.15%	-	22,289,966	99.15%
2024	24,116,501	2025	23,935,698	99.25%	-	23,935,698	99.25%

Notes:

(1) Tax levy as abated represents total assessments extended by the City tax rate and excludes levies on the special service areas and the tax increment financing area.

(2) Lake County does not furnish information relating to delinquent taxes collected for the applicable levy year. Amounts shown in this column are collections in the year indicated of delinquent taxes applicable to prior years' tax levies.

City of Highland Park

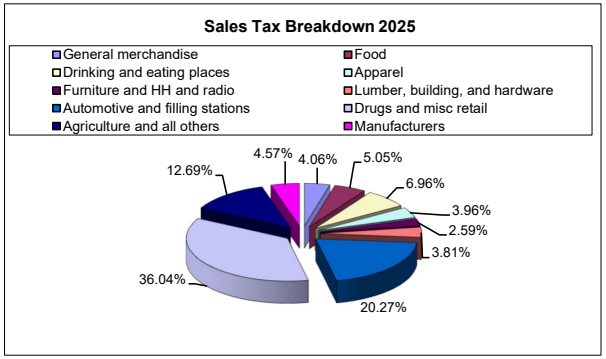
Sales Tax Analysis By Sic Code
Last Ten Calendar Years

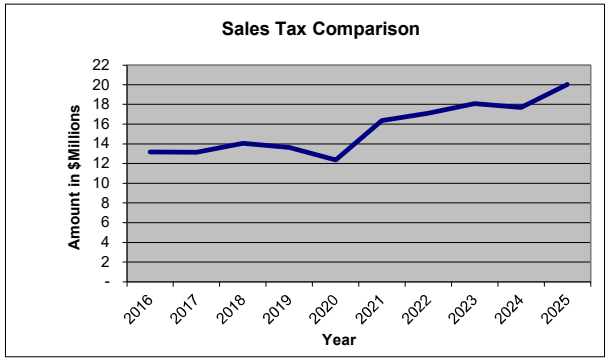
Municipal Sales Tax	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
General merchandise	$ 376,713	$ 360,540	$ 349,402	$ 327,815	$ 302,842	$ 336,698	$ 401,189	$ 414,270	$ 548,535	$ 450,043
Food	785,021	793,953	749,836	744,541	798,115	778,352	831,346	792,645	784,255	792,008
Drinking and eating places	589,970	610,370	604,583	634,746	438,679	529,818	577,140	640,186	653,148	704,546
Apparel	231,345	197,947	196,188	162,282	86,798	156,260	188,532	205,590	224,669	397,154
Furniture and HH and radio	194,400	187,107	196,551	172,100	166,564	215,714	206,625	179,495	181,618	259,917
Lumber, building, and hardware	321,871	288,996	266,003	254,990	286,283	317,635	320,477	317,999	314,722	382,718
Automotive and filling stations	3,925,825	4,050,446	4,359,345	4,498,233	4,008,239	4,882,740	4,571,963	5,512,771	4,855,341	3,194,967
Drugs and misc retail	1,278,384	1,206,582	1,149,203	1,185,317	1,224,630	2,023,860	1,962,775	2,142,751	3,062,444	5,374,322
Agriculture and all others	725,046	714,869	768,559	770,403	685,964	894,537	958,637	1,073,472	947,708	1,392,217
Manufacturers	684,361	677,172	1,262,615	842,949	894,515	1,295,726	1,723,525	1,341,888	504,102	541,791
TOTAL	**$ 9,112,937**	**$ 9,087,983**	**$ 9,902,285**	**$ 9,593,375**	**$ 8,892,630**	**$ 11,431,341**	**$ 11,742,211**	**$ 12,621,067**	**$ 12,076,543**	**$ 13,489,683**
% Inc./Dec. from prev. year	**0.79%**	**-0.27%**	**8.96%**	**-3.12%**	**-7.30%**	**28.55%**	**2.72%**	**7.48%**	**-4.31%**	**11.70%**

Home Rule Sales Tax	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
General merchandise	$ 298,828	$ 294,033	$ 281,712	$ 261,670	$ 239,904	$ 267,470	$ 334,754	$ 335,144	$ 444,827	$ 364,438
Food	221,744	212,651	203,551	196,656	186,945	228,955	251,446	219,340	220,837	220,864
Drinking and eating places	580,581	601,154	597,607	626,500	430,410	520,669	567,376	628,295	639,898	691,088
Apparel	226,511	197,899	195,841	162,284	86,798	156,001	188,338	205,298	224,575	397,097
Furniture and HH and radio	193,796	186,657	196,096	171,674	166,294	215,428	206,172	179,177	181,093	259,760
Lumber, building, and hardware	321,370	288,811	266,002	254,988	286,218	317,478	320,456	317,926	314,680	382,020
Automotive and filling stations	716,884	797,223	885,035	865,015	676,098	799,992	967,070	884,183	876,743	869,169
Drugs and misc retail	811,952	738,672	724,671	740,785	679,381	1,443,146	1,386,083	1,447,983	1,500,061	1,851,972
Agriculture and all others	555,023	562,801	599,406	591,187	543,649	734,789	818,343	941,542	877,500	1,151,845
Manufacturers	146,910	180,087	189,811	182,662	179,439	256,951	312,614	288,742	331,018	373,651
TOTAL	**$ 4,073,599**	**$ 4,059,986**	**$ 4,139,733**	**$ 4,053,420**	**$ 3,475,136**	**$ 4,940,880**	**$ 5,352,651**	**$ 5,447,627**	**$ 5,611,232**	**$ 6,561,904**
% Inc./Dec. from prev. year	**-2.38%**	**-0.33%**	**1.96%**	**-2.08%**	**-14.27%**	**42.18%**	**8.33%**	**1.77%**	**3.00%**	**16.94%**

Total Sales Tax	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
General merchandise	$ 675,541	$ 654,574	$ 631,114	$ 589,485	$ 542,746	$ 604,168	$ 735,943	$ 749,414	$ 993,362	$ 814,482
Food	1,006,765	1,006,604	953,388	941,197	985,060	1,007,307	1,082,793	1,011,985	1,005,092	1,012,872
Drinking and eating places	1,170,550	1,211,523	1,202,190	1,261,246	869,090	1,050,487	1,144,516	1,268,481	1,293,046	1,395,634
Apparel	457,857	395,846	392,029	324,566	173,596	312,261	376,870	410,887	449,244	794,251
Furniture and HH and radio	388,196	373,764	392,647	343,773	332,858	431,143	412,796	358,672	362,711	519,678
Lumber, building, and hardware	643,242	577,808	532,005	509,978	572,501	635,113	640,934	635,924	629,402	764,739
Automotive and filling stations	4,642,709	4,847,669	5,244,380	5,363,248	4,684,337	5,682,733	5,539,033	6,396,953	5,732,084	4,064,136
Drugs and misc retail	2,090,336	1,945,254	1,873,874	1,926,102	1,904,011	3,467,006	3,348,858	3,590,734	4,562,505	7,226,294
Agriculture and all others	1,280,069	1,277,670	1,367,965	1,361,590	1,229,613	1,629,326	1,776,980	2,015,013	1,825,208	2,544,063
Manufacturers	831,271	857,258	1,452,427	1,025,611	1,073,954	1,552,677	2,036,139	1,630,630	835,120	915,442
TOTAL	**$ 13,186,536**	**$ 13,147,969**	**$ 14,042,018**	**$ 13,646,795**	**$ 12,367,766**	**$ 16,372,222**	**$ 17,094,863**	**$ 18,068,694**	**$ 17,687,775**	**$ 20,051,591**
% Inc./Dec. from prev. year	**-0.21%**	**-0.29%**	**6.80%**	**-2.81%**	**-9.37%**	**32.38%**	**4.41%**	**5.70%**	**-2.11%**	**13.36%**

Notes:
(1) Source: Illinois Department of Revenue





City of Highland Park

Sales Tax Rates - All Direct and Overlapping Governments
Last Ten Fiscal Years
(Rates shown in %)

	Direct			Overlapping			
Fiscal Year	City Home Rule	City	Total Direct	State of Illinois	Lake County	Regional Transit Authority	Total Tax
2016	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2017	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2018	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2019	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2020	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2021	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2022	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2023	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2024	1.00	1.00	2.00	5.00	0.25	0.75	8.00
2025	1.00	1.00	2.00	5.00	0.25	0.75	8.00

Notes:
(1) Source: City Records



DEBT CAPACITY

City of Highland Park

Ratio of General Bonded Debt To Equalized Assessed
Valuation and Net General Obligation Bonded Debt Per Capita
Last Ten Fiscal Years

Fiscal Year	Estimated Population[1]	Equalized Assessed Valuation[2]	General Bonded Debt[3]	Ratio of General Bonded Debt to Equalized Assessed Valuation	General Bonded Debt Per Capita
2016	29,743	$ 2,313,960,326	$ 53,192,609	0.0230	$ 1,788
2017	29,641	2,408,411,146	53,944,751	0.0224	1,820
2018	29,767	2,404,375,244	59,722,344	0.0248	2,006
2019	29,622	2,352,014,644	56,652,343	0.0241	1,913
2020	29,628	2,299,636,228	53,282,479	0.0232	1,798
2021	30,176	2,298,640,647	49,727,458	0.0216	1,648
2022	30,245	2,392,123,617	59,500,956	0.0249	1,967
2023	30,209	2,580,489,664	55,024,766	0.0213	1,821
2024	30,229	2,834,270,321	60,354,470	0.0213	1,997
2025	30,767	2,999,734,209	61,743,471	0.0206	2,007

Notes:

(1) Source: U.S. Census Bureau

(2) Source: Lake County Clerk

(3) Source: City records

City of Highland Park

Outstanding Debt By Type and Ratio of Total Debt
Last Ten Fiscal Years

Fiscal Year	General Obligation Bonds[1] Governmental Activities	General Obligation Bonds[1] Business-Type Activities	IEPA Loan[2]	Lease Liabilities[3]	Total Debt	Total Personal Income	Debt as a % of Total Personal Income	EAV	Debt to EAV Ratio	Estimated Population	Per Capita
2016	$ 6,180,972	$ 43,198,798	$ 3,812,839	$ -	$ 53,192,609	$ 2,172,904,608	2.40%	$ 2,313,960,326	0.0226	29,743	$ 1,755
2017	4,066,049	44,753,598	5,125,104	-	53,944,751	2,297,503,551	2.31%	2,408,411,146	0.0220	29,641	1,789
2018	11,724,357	43,090,262	4,907,725	-	59,722,344	2,430,505,317	2.41%	2,404,375,244	0.0244	29,767	1,970
2019	10,754,782	41,211,574	4,685,986	-	56,652,342	2,576,047,608	2.16%	2,352,014,644	0.0237	29,622	1,881
2020	9,790,058	39,032,620	4,459,801	-	53,282,479	2,679,615,576	1.95%	2,299,636,228	0.0227	29,628	1,761
2021	8,808,634	36,689,742	4,229,082	-	49,727,458	2,719,853,408	1.72%	2,298,640,647	0.0204	30,176	1,551
2022	18,124,443	36,741,936	3,993,737	640,840	59,500,956	2,822,130,705	1.98%	2,392,123,617	0.0233	30,245	1,844
2023	16,725,302	33,968,092	3,753,673	577,699	55,024,766	2,959,062,177	1.74%	2,580,489,664	0.0200	30,209	1,709
2024	25,350,319	31,099,246	3,508,796	396,109	60,354,470	2,931,306,130	1.92%	2,834,270,321	0.0199	30,229	1,865
2025	27,386,716	29,299,264	4,408,598	307,269	61,401,847	3,023,626,925	1.91%	2,999,734,209	0.0192	30,767	1,874

Notes:
(1) Includes unamortized bond premium/discount and unamortized loss on refunding.
(2) Reported in business-type activities
(3) Reported in governmental activities
(4) Details of the City's debt can be found in the notes to the financial statements.

City of Highland Park

Schedule of Direct and Overlapping Debt

December 31, 2025

Governmental Unit	General Bonded Debt	% of Debt Applicable to the City of Highland Park[1]	City of Highland Park Share of Debt
City of Highland Park	$ 27,693,985	100.0%	$ 27,693,985
Lake County	146,043,800	5.8%	8,477,776
Lake County Forest Preserve District	107,612,900	5.8%	6,246,880
Deerfield Park District	5,841,000	1.8%	107,083
Park District of Highland Park	6,239,500	67.7%	4,222,238
School Districts			
District No. 109	13,938,500	94.7%	13,204,366
District No. 112	107,470,200	11.6%	12,482,953
District No. 113	115,611,700	39.3%	45,460,884
College of Lake County	69,432,600	6.1%	4,223,964
	572,190,200		94,426,144
	$ 599,884,185		$ 122,120,129

Notes:

(1) Determined by ratio of assessed valuation of property subject to taxation in the City to valuation of property subject to taxation in overlapping unit.

(2) Source: Lake County Clerk

City of Highland Park

Schedule of Legal Debt Margin

December 31, 2025

Under the 1970 Illinois Constitution, there is no legal limit for home rule municipalities except as set by the General Assembly.



DEMOGRAPHIC AND ECONOMIC INFORMATION

City of Highland Park

Demographic Statistics

Last Ten Fiscal Years

Fiscal Year	Population[1]	Per Capita Income[1]	School Enrollment[2]	Unemployment Rate[3]	Total Personal Income[4]	Median Age[1]	College Degree[1]
2016	29,743	$ 73,056	6,133	3.9%	$ 2,172,904,608	45.8	71.1%
2017	29,641	77,511	6,101	3.2%	2,297,503,551	45.0	71.0%
2018	29,767	81,651	5,948	3.5%	2,430,505,317	45.0	71.9%
2019	29,622	86,964	5,389	3.0%	2,576,047,608	46.0	74.4%
2020	29,628	90,442	5,292	3.0%	2,679,615,576	47.1	73.8%
2021	30,176	90,133	5,014	3.7%	2,719,853,408	47.2	75.6%
2022	30,245	93,309	5,102	3.1%	2,822,130,705	48.4	76.4%
2023	30,209	97,953	4,950	4.0%	2,959,062,177	48.0	76.4%
2024	30,229	96,970	4,859	4.2%	2,931,306,130	46.0	76.1%
2025	30,767	98,275	4,804	4.3%	3,023,626,925	45.0	76.9%

Notes:

(1) Source: U.S. Census Bureau

(2) Source: Illinois State Board of Education

(3) Source: Illinois Department of Employment Security

(4) Source: Population times Per Capita Income

City of Highland Park

Principal Employers

Current Year and Nine Years Prior

2025			2016		
Employer	Approximate Employees	Percentage of Total Municipal Employment	Employer	Approximate Employees	Percentage of Total Municipal Employment
Endeavor Health Highland Park Hospital	1,200	8.1%	Highland Park Hospital	1,200	8.3%
Ravinia Festival	889 [1]	6.0%	School District No. 112	750	5.2%
Township High School District 113	659 [1]	4.5%	Ravinia Festival	690 [1]	4.8%
North Shore School District 112	569	3.9%	North Suburban Special Education District	595	4.1%
TrueNorth Educational Cooperative 804	420	2.8%	Township High School District No. 113	400	2.8%
City of Highland Park	287 [1]	1.9%	City of Highland Park	237	1.6%
Sunset Foods	250	1.7%	Dick Blick Holdings	100	0.7%
Target	225	1.5%	Highland Park Public Library	98 [1]	0.7%
Jewel-Osco	200 [1]	1.4%	Highland Park Post Office	85	0.6%
Park District of Highland Park	145	1.0%	First Bank of Highland Park	84	0.6%
	4,844	32.8%		4,239	29.3%

Notes:

(1) Includes full-time and part-time employees

(2) Source: the Illinois Manufacturers Directory, the Illinois Services Directory, selected telephone survey and City records.



OPERATING INFORMATION

City of Highland Park

Operating Information and Indicators
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRE PROTECTION										
Emergency responses	5,146	5,450	5,556	5,669	5,104	5,609	5,998	5,940	6,404	6,602
Fires extinguished	18	29	42	46	45	57	45	70	65	47
PUBLIC WORKS										
Asphalt placed (square yards)	3,450	3,000	2,800	3,086	2,045	3,998	2,747	2,292	6,463	9,288
Crack sealing (street miles)	4	6	6	-	-	-	-	-	3	3
Street-sweeping (hours)[2]	36	92	28	136	8	-	-	-	-	200
Number of mainbreaks repaired	49	50	57	52	63	83	56	82	103	115
POLICE PROTECTION										
Parking violations	6,082	5,536	4,487	5,261	2,302	2,513	2,236	1,982	2,119	2,582
Number of charges	1,200	1,073	757	816	684	646	548	533	1,058	1,172
Number of traffic citations	2,317	1,650	1,889	1,718	1,651	3,600	2,719	3,261	3,927	2,680
FINANCE										
Number of water bills	42,380	42,413	42,371	42,232	42,173	42,273	42,337	42,189	42,304	42,255
Number of vendor checks	5,895	5,413	5,368	5,253	4,876	4,143	4,367	4,463	4,421	4,652
MUNICIPAL WATER SYSTEM										
Number of customers	10,422	10,469	10,441	10,434	10,430	10,430	10,434	10,422	10,426	10,435
Average daily consumption (million gallons)	8.6	7.5	8.1	9.0	9.0	8.8	8.2	8.3	8.3	8.5
Plant capacity (rated) - per day (million gallons)	30	30	30	30	30	30	30	30	30	30
Miles of water mains (approximate)	171	171	171	171	171	180	180	180	180	172
Number of fire hydrants (approximate)	1,773	1,773	1,773	1,773	1,773	1,804	1,805	1,805	1,805	1,803

Notes:
(1) Beginning in 2010, street sweeping provided by contractor.
(2) Source: U.S. Census Bureau and City Records

City of Highland Park

Capital Asset Statistics
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
AREA - SQUARE MILES	12	12	12	12	12	12	12	12	12	12
FIRE PROTECTION										
Number of stations	3	3	3	3	3	3	3	3	3	3
Fire engines	3	3	3	3	3	2	2	2	2	2
Aerial Ladder Truck	-	1	1	1	1	1	1	1	1	1
Squad/Engine	1	1	1	1	1	2	2	2	2	2
Ambulances	4	4	4	4	4	3	3	3	4	4
POLICE PROTECTION										
Number of stations	1	1	1	1	1	1	1	1	1	1
Patrol units	14	14	14	14	14	14	14	14	14	14
PUBLIC WORKS										
Miles of water mains (approximate)	171	171	171	171	171	180	180	180	180	172
Number of fire hydrants (approximate)	1,773	1,773	1,773	1,773	1,773	1,804	1,805	1,805	1,804	1,803
Miles of storm sewer (approximate)	182	182	185	185	185	187	188	188	185	186
Number of street lights (approximate)	1,473	1,473	1,473	1,473	1,473	1,484	1,674	1,674	1,688	1,691
Miles of sanitary sewer (approximate)	131	131	131	131	131	134	134	134	135	135
MILES OF STREET										
Paved	154	154	156	156	156	157	162	138	162	162
Graded	2	2	2	2	5	7	10	10	0	0
TOTAL	156	156	158	158	161	164	173	148	162	162

Notes:
(1) Source: U.S. Census Bureau and City Records

City of Highland Park

Full-time Equivalent Employees
Last Ten Fiscal Years

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
GENERAL GOVERNMENT	20.7	20.8	20.8	19.7	20.7	16.8	17.3	20.8	24.4	23.2
COMMUNITY DEVELOPMENT	24.6	27.3	27.3	27.3	27.3	23.1	24.1	24.9	26.1	26.8
FINANCE	13.0	13.3	13.3	13.3	13.3	12.0	13.0	14.7	14.0	14.0
FIRE										
Firefighters and officers	48.0	48.0	50.0	50.0	50.0	50.0	50.0	53.0	53.0	54.0
Civilians	6.7	4.0	2.0	2.0	2.0	1.6	2.0	2.0	2.0	2.0
POLICE										
Sworn personnel	57.0	57.0	57.0	57.0	57.0	56.0	57.0	60.0	61.0	60.0
Civilians	20.2	20.8	20.8	20.8	20.8	10.0	11.5	12.5	11.5	12.4
PUBLIC WORKS										
Operations	76.8	76.3	76.8	76.8	76.8	70.9	74.3	73.6	71.2	70.2
Engineering	5.0	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7	5.7
Administration	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1	4.1
Total Employees	276.1	277.3	277.8	276.7	277.7	250.2	259.0	271.3	273.0	272.4

Notes:

(1) City Records; Budget Documents

Reporting and insights from 2025 audit:

City of Highland Park

December 31, 2025

Executive summary

We have completed our audit of the financial statements of the City of Highland Park (the “City”) for the year ended December 31, 2025, and have issued our report thereon dated June 16, 2026. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your City’s operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

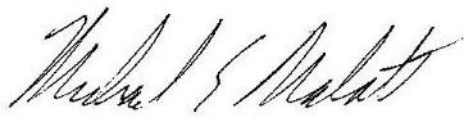
Additionally, we have included information on key risk areas the City of Highland Park should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization’s financial stability and future planning.

If you have questions at any point, please connect with us:

- Michael Malatt, CPA, Principal: Michael.Malatt@bakertill.com or +1 (630) 645 6226

Sincerely,

Baker Tilly US, LLP



Michael Malatt, CPA, Principal

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Responsibilities

Our responsibilities

As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the City's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of those charged with governance:
  - Are free from material misstatement
  - Present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America
- Performing tests related to compliance with certain provisions of laws, regulations, contracts and grants, as required by *Government Auditing Standards*
- Considering internal control over compliance with requirements that could have a direct and material effect on major federal programs to design tests of both controls and compliance with identified requirements.
- Forming and expressing an opinion based on our audit in accordance with OMB's *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance) about the entity's compliance with requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of its major federal programs.
- Our audit does not relieve management or those charged with governance of their responsibilities.

We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of those charged with governance, including:

- Internal control matters
- Qualitative aspects of the City's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant unusual transactions
- Significant difficulties encountered
- Disagreements with management
- Circumstances that affect the form and content of the auditors' report
- Audit consultations outside the engagement team
- Corrected and uncorrected misstatements
- Other audit findings or issues

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Audit status

Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.

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Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the City and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the City's current year results.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditors' professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion

Other areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other areas of emphasis		
Cash and investments	Revenues and receivables	Expenditures/expenses and accounts payable
Payroll	Pension and OPEB liabilities	Long-term debt
Capital assets	Self-insurance	Fund balance/net position calculations
Financial reporting and required disclosures		

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Internal control matters

We considered the City's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

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Required communications

Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing accounting policies was not changed during 2025. We noted no transactions entered into by the City during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.

- Accounting estimates: Accounting estimates, including fair value estimates, are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Net pension liability and related deferrals	Evaluation of information provided by the Illinois Municipal Retirement Fund and other actuarial studies	Reasonable in relation to the financial statements as a whole
Self-insurance claims	Historical claims analysis and report provided by a 3rd party administrator	Reasonable in relation to the financial statements as a whole
Total OPEB liability and related deferrals	Key assumptions set by management with the assistance of a third-party actuary	Reasonable in relation to the financial statements as a whole
Depreciation/Amortization	Evaluate estimated useful life of the asset and original acquisition value	Reasonable in relation to the financial statements as a whole
Leased assets/liabilities and lease receivable and related deferral	Evaluation of leases by management and incremental borrowing rate used for present value calculation	Reasonable in relation to the financial statements as a whole

  There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates, noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

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Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the City or that otherwise appear to be unusual due to their timing, size or nature.

Significant difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

Disagreements with management

Professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the basic financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Audit report

There have been no departures from the auditors’ standard report.

Audit consultations outside the engagement team

We encountered no difficult or contentious matters for which we consulted outside of the engagement team.

Uncorrected misstatements and corrected misstatements

Professional standards require us to accumulate misstatements identified during the audit, other than those that are clearly trivial, and to communicate accumulated misstatements to management. The schedule within the attachments summarizes the uncorrected misstatements that we presented to management, other than those that are clearly trivial, that, in our judgment, may not have been detected except through our auditing procedures. In our judgment, none of the uncorrected misstatements, either individually or in the aggregate, indicate matters that could have had a significant effect on the Company’s financial reporting process.

Management has determined that the effects of the uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the basic financial statements under audit.

Other audit findings or issues

We encountered no other audit findings or issues that require communication at this time.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

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Management’s consultations with other accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Written communications between management and Baker Tilly

The attachments include copies of other material written communications, including a copy of the management representation letter.

Compliance with laws and regulations

We did not identify any non-compliance with laws and regulations during our audit.

We will issue a separate document which contains the results of our audit procedures to comply with the Uniform Guidance.

Fraud

We did not identify any known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the City’s ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date of the financial statements, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditors' report. No such matters or conditions have come to our attention during our engagement.

Group audits

The City’s financial statements include information that was audited by other auditors as follows:

- The Highland Park Housing Association, a discretely presented component unit.

In addition, if we had any concerns about the quality of work of the other auditors, if there were any limitations related to the group audit or if there was any fraud or suspected from involving group management, component management, employees who have significant roles in group-wide controls or others in which material misstatement of the group financial statements has or may have resulted from fraud we would be required to report those to you. We have not identified any circumstances that are required to be reported.

Independence

We are not aware of any relationships between Baker Tilly and the City that, in our professional judgment, may reasonably be thought to bear on our independence.

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Related parties

We did not have any significant findings or issues arise during the audit in connection with the City's related parties.

Other matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the other information, which accompanies the financial statements but are not RSI. We did not audit or perform other procedures on this other information, and we do not express an opinion or provide any assurance on it.

Nonattest services

The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting journal entries
- Compilation of the State of Illinois Annual Financial Report
- Preparation of auditee sections of the Data Collection Form

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

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Audit committee resources

Our business is to know every aspect of yours and to maintain a constant lookout for what's next. We invite you to learn about some of the trending challenges and opportunities for public sector organizations like yours and how Baker Tilly can help.

To explore more trending topics and regulatory updates, visit our resource page at https://www.bakertilly.com/insights/audit-committee-resource-page.



Capital project oversight

Public sector capital projects face increasing pressure from cost escalation, supply chain disruption, regulatory complexity and heightened scrutiny around transparency and accountability. Strong planning, governance and controls are critical across the full project life cycle, from feasibility and funding strategy through execution and closeout.

Independent oversight helps chart a clear course from planning to delivery. Our teams work alongside leadership to strengthen governance, establish financial and contractual controls, align funding with project goals and monitor performance throughout execution, helping projects stay on schedule, within budget and aligned with community priorities.



Succession planning

An aging workforce, rising retirement rates and competition for specialized talent make succession planning a fiscal and operational a priority for public sector organizations.

By identifying critical roles, assessing workforce risk, building internal talent pipelines and integrating succession planning with broader workforce strategies, Baker Tilly helps organizations preserve institutional knowledge and maintain continuity, today and into the future.



Economic development

Successful economic development depends on disciplined planning, sound financial analysis and coordinated execution. Public sector leaders must balance incentives, infrastructure investment, funding opportunities and stakeholder priorities while maintaining fiscal responsibility.

Baker Tilly's supports local governments with strategic and financial planning, incentive structuring and negotiation, tax increment financing administration, project financing, grant strategy, and economic and fiscal impact analysis. This integrated approach helps leaders move from vision to action, strengthening communities and advancing sustainable, long-term growth.

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Management representation letter

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City of Highland Park

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Highland Park, Illinois 60035
847.432.0800
cityhpil.com

June 16, 2026

Baker Tilly US, LLP
1301 W. 22nd Street
Suite 400
Oak Brook, IL 60523

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the City of Highland Park as of December 31, 2025 and for the year then ended. The purpose provides expressed opinions as to whether the financial statements (except for the Highland Park Housing Associations, a discretely presented component unit of the City) present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Highland Park and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America (GAAP). As representatives for the City of Highland Park, we confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

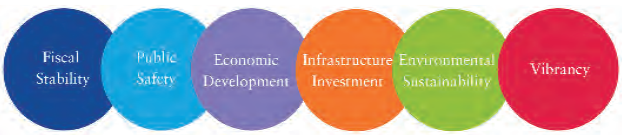
We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated January 8, 2026, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.

2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. The financial statements include all properly classified funds of the primary government and all component units required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.

3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.



4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

5) Significant assumptions we used in making accounting estimates, including those measured at fair value, if any, are reasonable in accordance with U.S. GAAP.

6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of accounting principles generally accepted in the United States of America.

7) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.

8) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.

9) We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the basic financial statements as a whole. In addition, you have recommended adjusting journal entries, and we are in agreement with those adjustments.

10) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the appropriate accounts.

11) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America.

12) Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

13) We have provided you with the following:

a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.

b) Additional information you have requested from us for the purpose of the audit.

c) Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.

d) Minutes of City Council meetings or summaries of actions of recent meetings for which minutes have not yet been prepared.



14) We have disclosed to you results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

15) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:

    a) Management,

    b) Employees who have significant roles in internal control, or

    c) Others where the fraud could have a material effect on the financial statements.

16) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.

17) We have no knowledge of known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.

18) There are no related parties or related party relationships and transactions, including side agreements, of which we are aware.

Other

19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

20) We have a process to track the status of audit findings and recommendations.

21) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.

22) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.

23) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for our report.

24) The City has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources or fund balance or net position.

25) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.

26) We have appropriately disclosed all information for conduit debt obligations in accordance with GASB 91.



27) There are no:

a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.

b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.

c) Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.

d) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.

e) Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.

28) In regards to the nonattest services performed by you listed below, we acknowledge our responsibility related to these nonattest services and have 1) accepted all management responsibility; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.

a) Financial statement preparation

b) Adjusting journal entries

c) Compiled regulatory reports

d) Preparation of auditee sections of the data collection form

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

29) The City of Highland Park has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

30) The City of Highland Park has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.

31) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations, if any. Component units have been properly presented as either blended or discrete.

32) The financial statements include all fiduciary activities required by GASB No. 84.

33) The financial statements properly classify all funds and activities.

34) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.

35) Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.

36) The City of Highland Park has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.

37) Provisions for uncollectible receivables, if any, have been properly identified and recorded.

38) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.

39) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.

40) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.

41) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).

42) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.

43) Tax abatement agreements have been properly disclosed in the notes to the financial statements, including the names of all governments involved, the gross amount and specific taxes abated, and additional commitments.

44) Tax-exempt bonds issued have retained their tax-exempt status.

45) We have appropriately disclosed the City of Highland Park's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available.

46) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.

47) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.



48) With respect to the supplementary information, (SI):

a) We acknowledge our responsibility for presenting the SI in accordance with accounting principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

b) If the SI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

49) We assume responsibility for, and agree with, the findings of specialists in evaluating the net pension liabilities, total OPEB Liability, and related deferred outflows and inflows of resources and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had impact on the independence or objectivity of the specialists.

50) We assume responsibility for, and agree with, the information provided by the Illinois Municipal Retirement Fund as audited by Plante & Moran, PLLC relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.

51) We have evaluated and considered all potential tax abatements and believe all material tax abatements have been properly reported and disclosed.

52) We are responsible for the estimation methods and assumptions used in measuring assets and liabilities reported or disclosed at fair value, including information obtained from brokers, pricing services or third parties. Our valuation methodologies have been consistently applied from period to period. The fair value measurements reported or disclosed represent our best estimate of fair value as the measurement date in accordance with the requirements of GASB 72—*Fair Value Measurement*. In addition our disclosures related to fair value measurements are consistent with the objectives outlined in GASB 72. We have evaluated the fair value information provided to us by brokers, pricing services or other parties that has been used in the financial statements and believe this information to be reliable and consistent with the requirements.

53) Any direct borrowings, direct placements, lines of credit or debt default clauses have been identified and properly disclosed.

54) With respect to federal award programs:

a) We are responsible for understanding and complying with and have complied with the requirements of the Single Audit Act Amendments of 1996, *OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards (SEFA).

b) We acknowledge our responsibility for preparing and presenting the SEFA and related disclosures in accordance with the requirements of the Uniform Guidance and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement and presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the SEFA.

c) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditors' report thereon.

d) We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance and included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.

e) We are responsible for understanding and complying with, and have complied with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major federal program.

f) We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are administering our federal awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended. Also, no changes have been made in the internal control over compliance or other factors to the date of this letter that might significantly affect internal control, including any corrective action taken with regard to control deficiencies reported in the schedule of findings and questioned costs.

g) We have made available to you all contracts and grant agreements (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to the programs and related activities.

h) We have received no requests from a federal agency to audit one or more specific programs as a major program.

i) We have complied with the direct and material compliance requirements including when applicable, those set forth in the OMB Compliance Supplement relating to federal awards.

j) We have disclosed any communications from grantors and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditors' report.

k) Amounts claimed or used for matching were determined in accordance with relevant guidelines in the Uniform Guidance.

l) We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.



m) We have made available to you all documentation related to the compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.

n) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.

o) We are not aware of any instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditors' report.

p) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the date as of which compliance was audited.

q) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.

r) The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.

s) We have charged costs to federal awards in accordance with applicable cost principles.

t) We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance *and* we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.

u) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.

v) We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.

Sincerely,

City of Highland Park

Signed:

Ghida S. Neukirch
City Manager

Signed:

Kristi McCaulou
Finance Director

City of Highland Park
SUMMARY OF UNCORRECTED FINANCIAL STATEMENT MISSTATEMENTS

December 31, 2025

	Financial Statements Effect - Debit (Credit) to Financial Statement Total						
	Total Assets/ Deferred Outflows	Total Liabilities/ Deferred Inflows	Total Net Position/ Fund Balances	Total Revenues	Total Expenses/ Expenditures	Change in Net Position/ Fund Balances	Beginning Net Position/ Fund Balances
Governmental Activities	(316,852)	-	316,852	-	(470,284)	(470,284)	787,136
Business-Type Activities	1,486,687	-	(1,486,687)	-	(172,029)	(172,029)	(1,314,658)
Highland Park Public Library (Discretely-Presented Component Unit)	212,557	-	(212,557)	-	(110,371)	(110,371)	(102,186)
Water Fund	205,398	-	(205,398)	-	(125,070)	(125,070)	(80,328)
Sewer Fund	82,403	-	(82,403)	-	(43,904)	(43,904)	(38,499)
Internal Service Fund	94,800	-	(94,800)	-	(50,737)	(50,737)	(44,063)

Accounting changes relevant to the City

Future accounting standards update

GASB Statement Number	Description	Potentially impacts you	Effective date
103	Financial reporting model improvements	✓	12/31/26
104	Disclosure of certain capital assets	✓	12/31/26
105	Subsequent events	✓	12/31/27

Further information on upcoming GASB pronouncements.

Changes to the financial reporting model

GASB Statement 103, *Financial Reporting Model Improvements*, builds on Statement 34 by providing key targeted improvements to the financial reporting model. Its requirements are designed to:

- Enhance the effectiveness of governmental financial reports in providing information essential for decision making and assessing a government's accountability, and
- Address certain application issues.

The targeted improvements contained in Statement 103 establish or modify existing accounting and financial reporting requirements related to:

- Management's discussion and analysis - While the overall requirements do not substantially change management's discussion and analysis, the modifications are meant to improve the analysis included in this section and provide details about the items that should be discussed as currently known facts, decisions, or conditions expected to have a significant financial effect in the subsequent period.
- Unusual or infrequent items (previously known as extraordinary and special items) - The new Statement simplifies GASB literature by eliminating the separate presentation of extraordinary and special items. Under the requirement of Statement 103, applicable items will either be identified as unusual or infrequent, or both.
- Presentation of the proprietary fund statement of revenues, expenses, and changes in fund net position - The changes are designed to improve consistency around the classification of items in these statements by better defining what should be included in operating revenues and expenses and nonoperating revenues and expenses including, for example, the addition of subsidies received or provided as a new category of nonoperating revenues and expenses.
- Major component unit information, and Budgetary comparison information - Statement 103 is designed to improve the consistency of the reporting of major component unit information and budgetary comparison information by specifying required placement of that information.

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Revisions to disclosures for certain capital assets

Governments are required to provide information on capital assets in the footnotes to the financial statements as outlined in GASB Statement No. 34. Recent standards have impacted the accounting and reporting for capital assets and as a result GASB issued Statement No. 104, *Disclosure of Certain Capital Assets* to provide enhanced disclosures for certain capital assets, including

(a) Lease assets reported under Statement No. 87, intangible right-to-use assets reported under Statement No. 94 and subscription assets reported under Statement No. 96 should all be disclosed separately, and by major class of underlying asset. In addition, if there are any other intangible assets reported they should also be disclosed separately.

(b) Capital assets that are held for sale should have the ending balance with separate disclosure for historical cost and related accumulated depreciation as well as any outstanding debt for which the asset is pledged as collateral disclosed by major class of asset. Assets held for sale are defined as those for which the government has decided to pursue the sale, and it is probable that the sale will be finalized within one year of the financial statement date.

While these changes are focused on footnote disclosures it is important to plan ahead to ensure the required information is available for implementation.

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Two-way audit communications

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.

b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:

    - Identify types of potential misstatements.
    - Consider factors that affect the risks of material misstatement.
    - Design tests of controls, when applicable, and substantive procedures.

c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations and provisions of contracts or grant programs. For audits performed in accordance with Government Auditing Standards, our report will include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance and that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose.

d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards* and *OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

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We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations, and provisions of contracts or grant programs. For audits done in accordance with *Government Auditing Standards* and the Uniform Guidance, our report will include a paragraph that states that the purpose of the report is solely to describe (a) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (b) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance and, (c) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance, in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

e. Your financial statements contain components, as defined by auditing standards generally accepted in the United States of America, which we also audit.

f. In connection with our audit, we intend to place reliance on the audit of the financial statements of the Ravinia Housing Association, Sunset Woods Housing Association, and Peers Housing Association, which are collectively presented as the Highland Park Housing Associations, a discretely presented component unit of the City of Highland Park as of December 31, 2026 and for the year then ended completed by Novogradac & Company, LLP. All necessary conditions have been met to allow us to make reference to the component auditors.

We are very interested in your views regarding certain matters. Those matters are listed here:

a. We typically will communicate with your top level of management unless you tell us otherwise.

b. We understand that the governing board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.

c. We need to know your views about your organization’s objectives and strategies, and the related business risks that may result in material misstatements.

d. We anticipate that the City will receive an unmodified opinion on its financial statements.

e. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?

f. Have you had any significant communications with regulators or grantor agencies?

g. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness and actions of the governing body concerning:

a. The entity’s internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?

b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

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With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of May-June, and sometimes early in July. Our final financial fieldwork is scheduled during the late summer or fall to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork, but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditors' sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means, or wish to provide other feedback. We welcome the opportunity to hear from you.

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Independent Auditors' Report on Compliance
Tax Increment Financing District

To the Mayor and City Council of
City of Highland Park, Illinois

We have audited the basic financial statements of the City of Highland Park, Illinois, (the City) as of and for the year ended December 31, 2025, and have issued our report thereon dated June 16, 2026. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with provisions of Subsection (q) of Section 11-74.4-3 of Public Act 85-1142, "An Act in Relation to Tax Increment Financing", insofar as it relates to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above-referenced statute, insofar as it relates to accounting matters.

This report is intended solely for the information and use of the City Council, management, the State of Illinois, and others within the City and is not intended to be, and should not be, used by anyone other than the specified parties.

Baker Tilly US, LLP

Oak Brook, Illinois
June 16, 2026

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City of Highland Park, Illinois

Report on Federal Awards

December 31, 2025

	Page
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*	1
Report on Compliance for the Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance	3
Schedule of Expenditures of Federal Awards	6
Notes to Schedule of Expenditures of Federal Awards	7
Schedule of Findings and Questioned Costs	8

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

Independent Auditors' Report

To the Mayor and City Council of
City of Highland Park

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Highland Park, (the City) as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 16, 2026. Our report includes a reference to other auditors who audited the financial statements of the Highland Park Housing Association, a discretely presented component unit, as described in our report on the City's financial statements. The financial statements of the Sunset Woods Association, a component of the Highland Park Housing Association, were not audited in accordance with *Government Auditing Standards*, and accordingly, this report does not include reporting on internal control over financial reporting or compliance and other matters associated with the Sunset Woods Association or that are reported on separately by those auditors who audited the financial statements of the Highland Park Housing Association, a discretely presented component unit.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Baker Tilly US, LLP

Oak Brook, Illinois
June 16, 2026

Report on Compliance for the Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

Independent Auditors' Report

To the Mayor and City Council of
City of Highland Park

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited the City of Highland Park's (the City) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the City's major federal program for the year ended December 31, 2025. The City's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2025.

Basis for Opinion on the Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

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Other Matter - Federal Expenditures Not Included in the Compliance Audit

The City's basic financial statements include the operations of the Ravina Housing Association and Peers Housing Association, components of the Highland Park Housing Association, a discretely presented component unit, which expended $2,234,517 in federal awards which is not included in the City's schedule of expenditures of federal awards during the year ended December 31, 2025. Our compliance audit, described in the "Opinion on the Major Federal Program" section above, does not include the operations of the Ravina Housing Association and Peers Housing Association, components of the Highland Park Housing Association, a discretely presented component unit because the component unit engaged other auditors to perform an audit in accordance with the Uniform Guidance.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the City's financial statements. We issued our report thereon dated June 16, 2026, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. Our report includes a reference to other auditors who audited the financial statements of the Highland Park Housing Association, a discretely presented component unit, as described in our report on the City's financial statements The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Baker Tilly US, LLP

Oak Brook, Illinois
June 16, 2026

City of Highland Park, Illinois

Schedule of Expenditures of Federal Awards
Year Ended December 31, 2025

Federal Grantor/ Program Title	Assistance Listing Number	Pass-Through Agency	Pass-Through Agency Grant Number	Federal Expenditures	Payments Made to Subrecipients
Federal Programs					
U.S. Department of Transportation					
Highway Planning and Construction	20.205	Illinois Department of Transportation	494-00-1005	$ 13,049	$ -
State and Community Highway Safety	20.600	Illinois Department of Transportation	494-10-0343	24,908	-
Total Highway Safety Cluster				24,908	-
Total U.S. Department of Transportation				37,957	-
Environmental Protection Agency					
Drinking Water State Revolving Fund	66.468	Illinois Environmental Protection Agency	L17-3784	1,149,590	-
Total Drinking Water State Revolving Fund Cluster				1,149,590	-
Total Environmental Protection Agency				1,149,590	-
U.S. Department of Justice					
Bulletproof Vest Partnership Program	16.607	N/A	N/A	1,602	-
Total U.S. Department of Justice				1,602	-
Total federal programs				$ 1,189,149	$ -

See notes to schedule of expenditures of federal awards

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the City of Highland Park (the City) under programs of the federal government for the year ended December 31, 2025. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position or cash flows of the City.

The reporting entity for the City is based upon criteria established by the Governmental Accounting Standards Board. The City is the primary government according to GASB criteria, while the Highland Park Housing Association is a component unit. Federal awards received directly by the Highland Park Housing Association are not included in this report since the Highland Park Housing Association has been audited by other auditors for their grants and those amounts are reported in a separate report.

2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

The underlying accounting records for some grant programs are maintained on the modified accrual basis of accounting. Under the modified accrual basis, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the liability is incurred.

3. Indirect Cost Rate

The City has not elected to use the de minimis indirect cost rate.

4. Loan and Loan Guarantee Programs

The City of Highland Park participates as a subrecipient of federal awards from the Illinois Environmental Protection Agency (IEPA) under the Drinking Water State Revolving Fund program (ALN #66.468). Expenditures incurred for this program and reimbursed with federal funds from the IEPA are included in the federal expenditures presented in the Schedule. The balance of loans outstanding at December 31, 2025, both federal and non-federal portions, is $4,408,599.

Section I - Summary of Auditors' Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:		Unmodified
Internal control over financial reporting:		
Material weakness(es) identified?	____ yes	X no
Significant deficiency(ies) identified?	____ yes	X none reported
Noncompliance material to financial statements noted?	____ yes	X no

Federal Awards

Internal control over major programs:		
Material weakness(es) identified?	____ yes	X no
Significant deficiency(ies) identified?	____ yes	X none reported
Type of auditors' report issued on compliance for major programs:		Unmodified
Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)?	____ yes	X no
Auditee qualified as low-risk auditee?	X yes	____ no
Dollar threshold used to distinguish between type A and type B programs:	$1,000,000	

Identification of major federal programs:

Assistance Listing Number	Name of Federal Program or Cluster
66.468	Drinking Water State Revolving Fund

Section II - Financial Statement Findings Required to Be Reported in Accordance With *Government Auditing Standards*

No findings were reported.

Section III - Federal Awards Findings and Questioned Costs

No findings were reported.

Highland Park Public Library

(A Component Unit of the City of Highland Park)

Financial Statements

December 31, 2025

Table of Contents
December 31, 2025

	Page
Independent Auditors' Report	1
Basic Financial Statements	
Government-Wide Financial Statements	
Statement of Net Position	4
Statement of Activities	5
Fund Financial Statements	
Balance Sheet - Governmental Funds	6
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position	7
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	8
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	9
Index to Notes to Financial Statements	10
Notes to Financial Statements	11
Required Supplementary Information General Fund	
Detailed Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund	31
Historical Pension and Other Postemployment Benefit Plan Information	
Illinois Municipal Retirement Fund - Schedule of Library's Proportionate Share of the Net Pension Liability and Library Contributions	33
Retiree Health Insurance Plan - Schedule of Library's Proportionate Share of the Total OPEB Liability	35
Notes to Required Supplementary Information	37
Supplementary Information	
Detailed Schedule of Expenditures and Transfers Out - Budget and Actual - General Fund	38
Combining Balance Sheet - Nonmajor Governmental Funds	39
Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds	40

Independent Auditors' Report

To the Library Board of Trustees of
Highland Park Public Library

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Highland Park Public Library (the Library), as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Library as of December 31, 2025 and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards).* Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

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Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Our opinions on the basic financial statements are not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 16, 2026 on our consideration of the Library's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Library's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Library's internal control over financial reporting and compliance.



Oak Brook, Illinois
June 16, 2026

Highland Park Public Library

Statement of Net Position
December 31, 2025

	Governmental Activities
Assets and Deferred Outflows of Resources	
Assets	
Cash and cash equivalents	$ 6,763,689
Investments	5,702,882
Receivables:	
Taxes receivable	6,401,900
Other receivables	39,306
Net pension asset	351,834
Prepaid items	1,460
Capital assets:	
Capital assets not being depreciated	3,522,123
Capital assets, net of depreciation	5,535,382
Total assets	28,318,576
Deferred Outflows of Resources	
Deferred outflows related to pensions	762,815
Deferred outflows related to OPEB	70,005
Total deferred outflows of resources	832,820
Liabilities, Deferred Inflows of Resources and Net Position	
Liabilities	
Accounts payable	775,919
Retainage payable	203,128
Accrued payroll	96,000
Unearned revenue	125,000
Noncurrent liabilities:	
Due within one year	258,092
Due in more than one year	4,650,903
Total liabilities	6,109,042
Deferred Inflows of Resources	
Deferred inflows related to pensions	5,033
Deferred inflows related to OPEB	126,699
Property taxes levied for future periods	6,401,900
Total deferred inflows of resources	6,533,632
Net Position	
Net investment in capital assets	6,176,597
Restricted for:	
Retirement	351,834
Library materials	55,930
Working cash (nonspendable)	375,000
Capital projects	1,694,335
Unrestricted	7,855,026
Total net position	$ 16,508,722

See notes to financial statements

Highland Park Public Library

Statement of Activities
Year Ended December 31, 2025

Functions/Programs	Expenses	Program Revenues: Fees, Fines and Charges for Services	Program Revenues: Operating Grants and Contributions	Net (Expense) Revenue and Changes in Net Position: Governmental Activities
Primary Government				
Governmental activities:				
Culture, education and recreation	$ 5,977,372	$ 29,943	$ 380,790	$ (5,566,639)
Interest and fiscal charges	198,723	-	-	(198,723)
Total governmental activities	$ 6,176,095	$ 29,943	$ 380,790	(5,765,362)
General Revenues				
Taxes:				
Property taxes				5,852,689
Personal property replacement taxes				62,604
Investment income				527,197
Total general revenues				6,442,490
Change in net position				677,128
Net Position, Beginning				15,831,594
Net Position, Ending				$ 16,508,722

See notes to financial statements

Highland Park Public Library

Balance Sheet -
Governmental Funds
December 31, 2025

	Major Funds		Nonmajor Governmental Funds	Total Governmental Funds
	General	Special Reserve		
Assets				
Cash and cash equivalents	$ 6,707,259	$ 399	$ 56,031	$ 6,763,689
Investments	364,017	4,963,865	375,000	5,702,882
Receivables:				
Property tax	6,401,900	-	-	6,401,900
Other	21,807	17,499	-	39,306
Due from other funds	-	2,349,539	-	2,349,539
Prepaid items	1,460	-	-	1,460
Total assets	$ 13,496,443	$ 7,331,302	$ 431,031	$ 21,258,776
Liabilities, Deferred Inflows of Resources and Fund Balances				
Liabilities				
Accounts payable	$ 775,818	$ -	$ 101	$ 775,919
Retainage payable	203,128	-	-	203,128
Accrued payroll	96,000	-	-	96,000
Unearned revenue	125,000	-	-	125,000
Due to other funds	2,349,539	-	-	2,349,539
Total liabilities	3,549,485	-	101	3,549,586
Deferred Inflows of Resources				
Property taxes levied for future periods	6,401,900	-	-	6,401,900
Total deferred inflows of resources	6,401,900	-	-	6,401,900
Fund Balances				
Nonspendable for prepaid expenditures	1,460	-	-	1,460
Nonspendable for endowments	-	-	30,000	30,000
Restricted for working cash	-	-	375,000	375,000
Restricted for library materials	-	-	25,930	25,930
Restricted for capital projects	-	1,694,335	-	1,694,335
Assigned to capital project funds	-	5,636,967	-	5,636,967
Unassigned	3,543,598	-	-	3,543,598
Total fund balances	3,545,058	7,331,302	430,930	11,307,290
Total liabilities, deferred inflows of resources and fund balances	$ 13,496,443	$ 7,331,302	$ 431,031	$ 21,258,776

See notes to financial statements

Highland Park Public Library

Reconciliation of Governmental Funds Balance Sheet to Statement of Net Position
December 31, 2025

Total Fund Balances, Governmental Funds		$ 11,307,290
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds:		9,057,505
The net pension asset does not relate to current financial resources and is not reported in the governmental funds.		351,834
Deferred outflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.		762,815
Deferred outflows of resources related to other postemployment benefits do not relate to current financial resources and are not reported in the governmental funds.		70,005
Deferred inflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.		(5,033)
Deferred inflows of resources related to other postemployment benefits do not relate to current financial resources and are not reported in the governmental funds.		(126,699)
Some liabilities reported in the Statement of Net Position do not require the use of current financial resources and therefore are not reported as liabilities in governmental funds. These activities consist of:		
General obligation bonds payable	$ (4,190,000)	
Unamortized premium	(376,306)	
Total OPEB liability	(157,597)	
Compensated absences	(185,092)	
		(4,908,995)
Net Position of Governmental Activities		$ 16,508,722

See notes to financial statements

Highland Park Public Library

Governmental Funds
Statement of Revenues, Expenditures and Changes in Fund Balances
Year Ended December 31, 2025

	Major Funds		Nonmajor Governmental Funds	Total Governmental Funds
	General	Special Reserve		
Revenues				
Taxes	$ 5,852,689	$ -	$ -	$ 5,852,689
Personal property replacement tax	62,604	-	-	62,604
Grants	44,510	-	-	44,510
Charges for services	29,943	-	-	29,943
Investment income	255,454	255,455	16,288	527,197
Miscellaneous	59,968	-	276,312	336,280
Total revenues	6,305,168	255,455	292,600	6,853,223
Expenditures				
Current:				
Culture and recreation	5,109,282	-	1,116	5,110,398
Debt service:				
Principal	50,000	-	-	50,000
Interest and fiscal charges	220,154	-	-	220,154
Capital outlay	2,418,007	-	-	2,418,007
Total expenditures	7,797,443	-	1,116	7,798,559
Excess (deficiency) of revenues over expenditures	(1,492,275)	255,455	291,484	(945,336)
Other Financing Sources (Uses)				
Transfers in	290,789	2,349,539	-	2,640,328
Transfers out	(2,349,539)	-	(290,789)	(2,640,328)
General obligation bonds issued	3,665,000	-	-	3,665,000
Premium on debt issued	397,737	-	-	397,737
Total other financing sources (uses)	2,003,987	2,349,539	(290,789)	4,062,737
Net change in fund balances	511,712	2,604,994	695	3,117,401
Fund Balances, Beginning	3,033,346	4,726,308	430,235	8,189,889
Fund Balances, Ending	$ 3,545,058	$ 7,331,302	$ 430,930	$ 11,307,290

See notes to financial statements

Highland Park Public Library

Reconciliation of Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to Statement of Activities
Year Ended December 31, 2025

Net Change in Total Governmental Fund Balances		$ 3,117,401
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report purchases of capital assets as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets.		
Capital additions	$ 2,368,402	
Depreciation	(276,556)	
		2,091,846
Debt issued provides current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		
Debt issued	(3,665,000)	
Premium on debt issued	(397,737)	
Principal repaid	50,000	
		(4,012,737)
Some expenses in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		
Net pension asset	20,722	
Total OPEB liability	3,395	
Deferred outflows of resources related to pensions	(546,277)	
Deferred outflows of resources related to OPEB	(13,035)	
Deferred inflows of resources related to pensions	9,551	
Deferred inflows of resources related to OPEB	(790)	
Amortization of bond premium	21,431	
Compensated absences	(14,379)	
		(519,382)
Change in Net Position of Governmental Activities		$ 677,128

See notes to financial statements

		Page
1.	**Summary of Significant Accounting Policies**	11
	Reporting Entity	11
	Government-Wide and Fund Financial Statements	11
	Measurement Focus, Basis of Accounting and Financial Statement Presentation	12
	Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position or Equity	13
	Deposits and Investments	13
	Receivables	14
	Prepaid Items	15
	Capital Assets	15
	Deferred Outflows of Resources	15
	Compensated Absences	16
	Long-Term Obligations	16
	Deferred Inflows of Resources	16
	Equity Classifications	16
2.	**Detailed Notes on All Funds**	17
	Deposits and Investments	17
	Receivables	19
	Capital Assets	19
	Interfund Receivables/Payables and Transfers	20
	Long-Term Obligations	20
3.	**Other Information**	21
	Employees' Retirement System	21
	Risk Management	26
	Commitments and Contingencies	26
	Other Postemployment Benefits	27
	Effect of New Accounting Standards on Current-Period Financial Statements	30

1. Summary of Significant Accounting Policies

The Highland Park Public Library, Illinois (the Library) was incorporated in 1887. The Library operates under a President-Trustee form of government and provides the following services as authorized by its charter: to provide library services to the residents of the City of Highland Park.

The accounting policies of the Library conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

Reporting Entity

The Library is a discretely presented component unit of the City of Highland Park, Illinois (the City) pursuant to GASB Statement No. 61, since the City is financially accountable for the Library.

Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The Library does not allocate indirect expenses to functions in the statement of activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported as general revenues. Internally dedicated resources are reported as general revenues rather than as program revenues.

Fund Financial Statements

Financial statements of the Library are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position/fund balance, revenues and expenditures/expenses.

Funds are organized as major funds or nonmajor funds within the governmental statements. An emphasis is placed on major funds within the governmental category. A fund is considered major if it is the primary operating fund of the Library or meets the following criteria:

a. Total assets/deferred outflows of resources, liabilities/deferred inflows of resources, revenues or expenditures/expenses of that individual governmental fund are at least 10% of the corresponding total for all funds of that category or type, and

b. The same element of the individual governmental fund that met the 10% test is at least 5% of the corresponding total for all governmental funds combined.

c. In addition, any other governmental fund that the Library believes is particularly important to financial statement users may be reported as a major fund.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Library reports the following major governmental funds:

General Fund

General Fund is used to account for the Library's primary operating activities. It is used to account for and report all financial resources except those accounted for and reported in another fund.

Capital Projects Fund

Special Reserve Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

The Library reports the following nonmajor governmental funds:

Special Revenue Fund

Special Revenue Fund is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes (other than debt service or capital projects).

Gift Fund

Permanent Fund

Permanent Fund is used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs, that is, for the benefit of the government or its citizenry.

Working Cash Fund

Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied. Taxes receivable for the following year are recorded as receivables and deferred inflows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met. Special assessments are recorded as revenue when earned. Unbilled receivables are recorded as revenues when services are provided.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, compensated absences and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

Property taxes are recorded in the year levied as receivables and deferred inflows. They are recognized as revenues in the succeeding year when services financed by the levy are being provided.

Intergovernmental aids and grants are recognized as revenues in the period the Library is entitled to the resources and the amounts are available. Amounts owed to the Library which are not available are recorded as receivables and unavailable revenues. Amounts received before eligibility requirements (excluding time requirements) are met are recorded as liabilities. Amounts received in advance of meeting time requirements are recorded as deferred inflows.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services, special assessments and interest. Other general revenues such as fines and forfeitures, inspection fees, recreation fees and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above.

All Financial Statements

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position or Equity

Deposits and Investments

Illinois Statutes authorize the Library to make deposits/investments in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States or agreement to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services and the Illinois Funds Investment Pool.

Additional restrictions may arise from local charters, ordinances, resolutions and grant resolutions.

The Library has adopted an investment policy. It is the policy of the Library to invest its funds in a manner in which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Library and conforming to all state and local statutes governing the investment of public funds, using the "prudent person' standard for managing the overall portfolio. The primary objective of the policy is safety (preservation of capital and protection of investment principal), liquidity and yield.

Interest Rate Risk

In accordance with its investment policy, the Library limits its exposure to interest rate risk by structuring the portfolio so that securities mature concurrent with cash needs. The investment policy limits the maximum maturity length of investments purchased by the General Fund to one year from date of purchase, unless specific authority is given to exceed. Investments in reserve funds may be purchased with maturities to match future projects or liability requirements. In addition, the policy requires the Library to structure the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

Credit Risk

State Statutes limit the investments in commercial paper to the top three ratings of two nationally recognized statistical rating organizations (NRSRO's). The City's and Pensions' investment policy authorizes investments in any type of security allowed for in Illinois statutes regarding the investment of public funds. As of December 31, 2025, all of the City's applicable other investments had either "AAA" or "A-1+" ratings with their applicable rating agency.

Custodial Credit Risk, Deposits

The Library's investment policy limits the exposure to deposit custodial credit risk by requiring all deposits in excess of FDIC insurable limits to be secured with collateralization pledged by the applicable financial institution to the extent of 110% of the deposit.

Custodial Credit Risk, Investments

The Library's investment policy requires all security transactions that are exposed to custodial credit risk to be processed on a delivery versus payment (DVP) basis with the underlying investments held by a third party acting as the library's agent separate from where the investment was purchased or by the trust department of the bank where purchased, in the library's name. The money market mutual funds are not subject to custodial credit risk.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. Fair values are based on methods and inputs as outlined in Note 2. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Investment income on commingled investments of municipal accounting funds is allocated based on average balances.

Illinois Funds is an investment pool managed by the State of Illinois, Office of the Treasurer, which allows governments within the State to pool their funds for investment purposes. Illinois Funds is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in Illinois Funds are valued at Illinois Fund's share price, the price for which the investments could be sold.

Receivables

Property taxes for levy year 2025 attaches as an enforceable lien on January 1, 2025, on property values assessed as of the same date. Taxes are levied by December following the lien date (by passage of a Tax Levy Ordinance).

Tax bills for levy year 2025 are prepared by Lake County and issued in May 2026 and are payable in two installments, on or about June 6, 2025 and September 6, 2026 or within 30 days of the tax bills being issued.

The County collects such taxes and remits them periodically. The 2025 property tax levy is recognized as a receivable and deferred inflows in fiscal 2025, net the allowance for uncollectible. As the taxes become available to finance current expenditures, they are recognized as revenues. At December 31, 2025, the property taxes receivable and related deferred inflows consisted of the estimated amount collectible from the 2025 levy.

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Short-term interfund loans are reported as "due to and from other funds." Long-term interfund loans (noncurrent portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position. Any residual balances outstanding between the governmental activities are reported in the governmental-wide financial statements as internal balances.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

Capital Assets

Government-Wide Financial Statements

Capital assets, which include property, buildings, vehicles, plant and equipment and infrastructure are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial cost of more than $10,000 and an estimated useful life in excess of one year. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated acquisition value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

Buildings	50 Years
Land improvements	20 Years
Machinery and equipment	5-20 Years

Fund Financial Statements

The In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net assets that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

Compensated Absences

Under terms of employment, employees are granted vacations and accumulated vacation in varying amounts. Vacation leave is reported as an expenditure and a fund liability of the governmental fund that will pay it in the fund financial statements. Accumulated vacation leave of governmental activities at the government-wide level is recorded as an expense and liability as the benefits accrue to employees.

Long-Term Obligations

All long-term obligations to be repaid from governmental resources are reported as liabilities in the government-wide statements. The long-term obligations consist primarily of general obligation bonds, accrued compensated absences, net pension liability, and total OPEB liability.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. The face value of debts (plus any premiums) are reported as other financing sources and payments of principal and interest are reported as expenditures.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net assets that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Equity Classifications

Government-Wide Statements

Equity is classified as net position and displayed in three components:

a. **Net Investment in Capital Assets** - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

b. **Restricted Net Position** - Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation.

c. **Unrestricted Net Position** - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the Library's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Statements

Governmental fund balances are displayed as follows:

a. **Nonspendable** - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.

b. **Restricted** - Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.

c. **Committed** - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through a formal action (resolution) of the Library Board. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the Library Board that originally created the commitment.

d. **Assigned** - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. The Library has adopted a financial policy authorizing the Library Director to assign amounts for a specific purpose. Assignments may take place after the end of the reporting period.

e. **Unassigned** - Includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those purposes.

The Library considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the Library would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

2. Detailed Notes on All Funds

Deposits and Investments

Deposits and investments at year end were comprised of the following:

	Carrying Value	Statement Balances
Deposits	$ 923,804	$ 965,319
Illinois Funds	3,438	3,438
Money market mutual funds	6,594,013	6,594,013
U.S. treasuries	4,944,882	4,944,882
Petty cash	434	-
Total deposits and investments	$ 12,466,571	$ 12,507,652

Reconciliation to financial statements

Per statement of net position:	
Cash and cash equivalents	$ 6,763,689
Investments	5,702,882
Total deposits and investments	$ 12,466,571

Deposits in each local and area bank are insured by the FDIC in the amount of $250,000 for time and savings accounts (including NOW accounts) and $250,000 for demand deposit accounts (interest-bearing and non-interest bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of $250,000 for the combined amount of all deposit accounts.

The Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The valuation methods for recurring fair value measurements are as follows:

- The Library used the market valuation method for all recurring fair value measurements.

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the Library's deposits may not be returned to the Library.

Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Library will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The Library does not have any investments exposed to custodial credit risk.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations.

As of December 31, 2025, the Library's investments in money market mutual funds were rated P1 with Moody's and A1+ to A1 with S&P and Illinois Funds was rated AAAm with S&P.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the value of an investment.

As of December 31, 2025, investments were as follows:

Library

Investment Type	Fair Value	Less Than 1
U.S. treasuries	$ 4,944,882	$ 4,944,882
Money market mutual funds	6,594,013	6,594,013
Total	$ 11,538,895	$ 11,538,895

Receivables

All of the receivables on the balance sheet are expected to be collected within one year.

Capital Assets

Capital asset activity for the year ended December 31, 2025, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities				
Capital assets not being depreciated:				
Land	$ 500,000	$ -	$ -	$ 500,000
Construction in progress	453,721	2,368,402	-	2,822,123
Artwork	200,000	-	-	200,000
Total capital assets not being depreciated	1,153,721	2,368,402	-	3,522,123
Capital assets being depreciated:				
Land improvements	222,304	-	-	222,304
Buildings and improvements	8,629,530	-	-	8,629,530
Machinery and equipment	2,474,567	-	20,354	2,454,213
Total capital assets being depreciated	11,326,401	-	20,354	11,306,047
Total capital assets	12,480,122	2,368,402	20,354	14,828,170
Less accumulated depreciation for:				
Land improvements	99,860	7,653	-	107,513
Buildings and improvements	3,953,138	157,390	-	4,110,528
Machinery and equipment	1,461,465	111,513	20,354	1,552,624
Total accumulated depreciation	5,514,463	276,556	20,354	5,770,665
Net capital assets being depreciated	5,811,938	(276,556)	-	5,535,382
Total governmental activities capital assets, net	$ 6,965,659	$ 2,091,846	$ -	$ 9,057,505

Depreciation expense was charged to functions as follows:

Governmental Activities	
Culture, education and recreation	$ 276,556
Total governmental activities depreciation expense	$ 276,556

Interfund Receivables/Payables and Transfers

Interfund Receivables/Payables

The following is a schedule of interfund receivables and payables including any overdrafts on pooled cash and investment accounts:

Receivable Fund	Payable Fund	Amount
Special Reserve	General	$ 2,349,539
Total		$ 2,349,539

All amounts are due within one year.

Transfers

The following is a schedule of interfund transfers:

Fund Transferred To	Fund Transferred From	Amount	Principal Purpose
General	Gift	$ 277,705	Transfer donations for building expansion
General	Working Cash	13,084	Allocation of accumulated interest earnings
Special Reserve	General	2,349,539	Transfer funds for building expansion
Total		$ 2,640,328	

Long-Term Obligations

Long-term obligations activity for the year ended December 31, 2025, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Governmental Activities					
Bonds payable:					
General obligation debt	$ 575,000	$ 3,665,000	$ 50,000	$ 4,190,000	$ 250,000
(Discounts)/Premiums:					
Bond premium	-	397,737	21,431	376,306	-
Total bonds payable	575,000	4,062,737	71,431	4,566,306	250,000
Other liabilities:					
Compensated absences	170,713	180,301	165,922	185,092	-
Total OPEB liability	160,992	14,004	17,399	157,597	8,092
Total other liabilities	331,705	194,305	183,321	342,689	8,092
Total governmental activities long-term liabilities	$ 906,705	$ 4,257,042	$ 254,752	$ 4,908,995	$ 258,092

General Obligation Debt

All general obligation debt payable is backed by the full faith and credit of the Library. Debt in the governmental funds will be retired by future property tax levies accumulated by the debt service fund.

Governmental Activities General Obligation Debt	Date of Issue	Final Maturity	Interest Rates	Original Indebtedness	Balance December 31, 2025
2016 General Obligation Bonds due in annual installments of $45,000 to $65,000	01/29/16	12/30/34	2.00-3.00%	$ 995,000	$ 525,000
2025 General Obligation Bonds due in annual installment of $200,000 to $320,000	03/11/25	12/31/39	4.00-5.00%	3,665,000	3,665,000
Total governmental activities, general obligation debt					$ 4,190,000

Years	Governmental Activities General Obligation Debt Principal	Interest
2026	$ 250,000	$ 191,425
2027	260,000	180,425
2028	275,000	168,800
2029	290,000	156,425
2030	300,000	143,300
2031-2035	1,615,000	494,800
2036-2039	1,200,000	131,300
Total	$ 4,190,000	$ 1,466,475

Other Debt Information

The total OPEB liability and net pension liability attributable to governmental activities will be liquidated primarily by the General Fund.

3. Other Information

Employees' Retirement System

The Library contributes to one defined benefit pension plan, the Illinois Municipal Retirement Fund (IMRF), an agent-multiple-employer public employee retirement system. The benefits, benefit levels, employee contributions and employer contributions for the plan is governed by Illinois Compiled Statutes and can only be amended by the Illinois General Assembly. IMRF does issue a publicly available report that includes financial statements and supplementary information for the plan as a whole, but not for individual employers. That report can be obtained from IMRF, 2211 York Road, Suite 500, Oak Brook, Illinois 60523. This report is also available for download at www.imrf.org.

Illinois Municipal Retirement Fund

Plan Description

All employees (other than those covered by the Police and Firefighters' Pension plans) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. IMRF has a two tier plan. Members who first participated in IMRF or an Illinois Reciprocal System prior to January 1, 2011 participate in *Tier 1*. All other members participate in *Tier 2*. For *Tier 1* participants, pension benefits vest after eight years of service. Participating members who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1-2/3% of their final rate of earnings (average of the highest 48 consecutive months' earnings during the last 10 years) for credited service up to 15 years and 3% for each year thereafter to a maximum of 75% of their final rate of earnings.

Employees hired on or after January 1, 2011, are eligible for *Tier 2* benefits. For *Tier 2* participants, pension benefits vest after 10 years of service. Participating members who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with 10 years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1-2/3% of their final rate of earnings for the first 15 years of service credit, plus 2% for each year of service after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased every year after retirement, upon reaching age 67, by the lesser of 3% of the original pension amount or 1/2 of the increase in the Consumer Price Index of the original pension amount.

Under the employer number within IMRF, both the Library and City of Highland Park contribute to the regular plan. As a result, IMRF is considered to be an agent multiple-employer plan through which cost-sharing occurs between the Library and City of Highland Park.

Plan Membership

At December 31, 2024, the measurement date, membership in the plan was as follows:

Retirees and beneficiaries	318
Inactive, nonretired members	255
Active members	204
Total	777

Contributions

As set by statute, employees participating in IMRF are required to contribute 4.50% of their annual covered salary. The statute requires the Library and City of Highland Park to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The actuarially determined contribution rate for the calendar year ended December 31, 2024 was 2.74% of annual covered payroll for IMRF. The Library and City of Highland Park also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Net Pension Liability/(Asset)

The net pension liability/(asset) was measured as of December 31, 2024, and the total pension liability used to calculate the net pension liability/(asset) was determined by an actuarial valuation as of that date.

Summary of Significant Accounting Policies

For purposes of measuring the net pension liability/(asset), deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position and additions to/deductions from fiduciary net position have been determined on the same basis as they are reported by IMRF. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Actuarial Assumptions

The total pension liability for IMRF was determined by actuarial valuations performed as of December 31, 2024 using the following actuarial methods and assumptions:

Actuarial cost method	Entry Age Normal
Asset valuation method	Fair Value
Actuarial assumptions	
Investment Rate of Return	7.25%
Salary increases	2.75% to 13.75%, including inflation
Price inflation	2.25%

Mortality

For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 108.0%) and Female (adjusted 106.4%) tables and future mortality improvements projected using scale MP-2021. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables and future mortality improvements projected using scale MP-2021. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables and future mortality improvements projected using scale MP-2021.

Long-Term Expected Real Rate of Return

The long-term expected rate of return on pension plan investments was determined using an asset allocation study in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce long-term expected rate of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

		Projected Returns/Risks	
Asset Class	Target Allocation	One Year Arithmetic	Ten Year Geometric
Equities	33.50 %	5.70 %	4.35 %
International equities	18.00	7.10	5.40
Fixed income	24.50	5.30	5.20
Real estate	10.50	7.30	6.40
Alternatives	12.50		
Private equity		10.00	6.25
Commodities		6.05	4.85
Cash equivalents	1.00	3.60	3.60

Discount Rate

The discount rate used to measure the total pension liability for IMRF was 7.25%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rate and the member rate. Based on those assumptions, the fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on investments was applied to all periods of projected benefits to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability/(asset) to changes in the discount rate. The table below presents the net pension liability/(asset) calculated using the discount rate of 7.25% as well as what the net pension liability/(asset) would be if it were to be calculated using a discount rate that is 1-percentage-point lower (6.25%) or 1-percentage-point higher (8.25%) than the current rate.

	1% Decrease	Current Discount Rate	1% Increase
Net pension liability/(asset), Library	$ 1,667,278	$ (351,834)	$ (1,976,862)
Net pension liability/(asset), City of Highland Park	7,978,820	(1,936,368)	(9,916,340)
Total	$ 9,646,098	$ (2,288,202)	$ (11,893,202)

Changes in Net Pension Liability/(Asset)

The changes in net pension liability/(asset) for the calendar year ended December 31, 2024 were as follows:

	Increase (Decrease)		
	Total Pension Liability (a)	**Plan Fiduciary Net Position (b)**	**Net Pension Liability/(Asset) (a) - (b)**
Balances at December 31, 2023	$ 117,620,177	$ 119,660,589	$ (2,040,412)
Service cost	1,277,716	-	1,277,716
Interest on total pension liability	8,292,581	-	8,292,581
Differences between expected and actual experience of the total pension liability	1,833,573	-	1,833,573
Benefit payments, including refunds of employee contributions	(7,757,209)	(7,757,209)	-
Contributions, employer	-	429,531	(429,531)
Contributions, employee	-	698,833	(698,833)
Net investment income	-	12,047,275	(12,047,275)
Other (net transfer)	-	(1,523,979)	1,523,979
Balances at December 31, 2024	$ 121,266,838	$ 123,555,040	$ (2,288,202)
Plan fiduciary net position as a percentage of the total pension liability			101.89 %
Balances at December 31, 2024			
Library	$ 20,516,610	$ 20,868,444	$ (351,834)
City of Highland Park	100,750,228	102,686,596	(1,936,368)
Total	$ 121,266,838	$ 123,555,040	$ (2,288,202)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2025, pension expense was $3,382,638. Deferred outflows and inflows of resources related to pension were from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 1,456,882	$ -
Assumption changes	-	32,734
Net difference between projected and actual earnings on pension plan investments	2,921,430	-
Contributions subsequent to the measurement date	582,765	-
Total	$ 4,961,077	$ 32,734
Library	$ 762,815	$ 5,033
City of Highland Park	4,198,262	27,701
Total	$ 4,961,077	$ 32,734

The amount reported as deferred outflows resulting from contributions subsequent to the measurement date in the above table will be recognized as a reduction in the net pension liability/(asset) for the year ending December 31, 2026. The remaining amounts reported as deferred outflows and inflows of resources related to pensions is $4,345,578. Amounts will be recognized in pension expense as follows:

Years Ending December 31:	Amount
2026	$ 2,528,607
2027	4,191,755
2028	(1,641,298)
2029	(733,486)
Total	$ 4,345,578

Risk Management

The Library is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; workers compensation; and health care of its employees. All of these risks are covered through the purchase of commercial insurance, with minimal deductibles. Settled claims have not exceeded the commercial coverage in any of the past three years. There were no significant reductions in coverage compared to the prior year.

Commitments and Contingencies

Claims and judgments are recorded as liabilities if all the conditions of Governmental Accounting Standards Board pronouncements are met. The liability and expenditure for claims and judgments are only reported in governmental funds if it has matured. Claims and judgments are recorded in the government-wide statements and proprietary funds as expenses when the related liabilities are incurred.

The Library has active construction projects related to the library expansion as of December 31, 2025. Work completed but not yet paid (including retainages) is recorded as accounts payable and expenditures. At year end, the Library had outstanding construction commitments totaling $6,856,385 including retainage, which will be funded through existing financial resources or future budget appropriations.

Other Postemployment Benefits

General Information about the OPEB Plan

Plan Description

The Library provides postemployment health insurance benefits for retired employees through a cost sharing defined benefit plan administered by the City. The Library's cost-sharing defined benefit OPEB plan, the Retiree Health Insurance Plan, provides group health insurance plan coverage to activate employees and retirees (or other qualified terminated employees) at blended premium rates. The plan is funded on a pay-as-you-go basis and no assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits Provided

The Library provides continued health insurance coverage at the active employee rate to all eligible employees in accordance with ILCS, which creates an OPEB for retirees, commonly referred to as an implicit rate subsidy. To be eligible for benefits, an employee must qualify for retirement under the City and Library's retirement plans. For Library employees, upon a retiree reaching 65 years of age, Medicare becomes the primary insurer and the retiree is no longer eligible to participate in the plan. Retired employees are required to pay 100% of the premiums for such coverage.

Employees Covered by Benefit Terms

At December 31, 2025, the following employees were covered by the benefit terms:

Inactive plan members or beneficiaries currently receiving benefit payments	42
Active plan members	286
Total	328

Total OPEB Liability

The Library and City of Highland Park reported liabilities for the proportionate share of the total OPEB liability measured as of December 31, 2025, and was determined by an actuarial valuation as of December 31, 2025. The proportions of the total OPEB liability were based on the share of OPEB costs between the Library and City of Highland Park for the measurement year. At December 31, 2025, the Library and City of Highland Park's proportions were 1.29% and 98.71%, respectively.

Actuarial Assumptions and Other Inputs

The total OPEB liability in the December 31, 2025 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Discount Rate	4.83%
Inflation	2.50%
Healthcare cost trend rates	Initial - Medical 7.49% - 7.58%, Dental 4.50%; Ultimate - Medical 5.00%, Dental 4.50%
Healthcare participation rate	Currently participating - 50%; Currently waiving - 1/3 of the rate above
Retirees' share of benefit-related costs	100% (except for PSEBA and certain elected official retirees at 0%)

The discount rate was based on High Quality 20 Year Tax-Exempt G.O. Bond Rate as of December 31, 2025.

Mortality rates were based on the PubG-2010(B) improved generationally using MP-2021 improvement rates, weighted per IMRF experience study report dated January 4, 2024.

The actuarial assumptions used in the December 31, 2025 valuation were based on the results of an actuarial experience study.

Changes in the Total OPEB Liability

	Total OPEB Liability
Balances at December 31, 2024	$ 12,777,191
Changes for the year:	
Service cost	576,157
Interest	509,429
Changes in assumptions or other inputs	(1,063,594)
Benefit payments	(582,345)
Net changes	(560,353)
Balances at December 31, 2025	$ 12,216,838
Balances at December 31, 2025	
Library	$ 157,597
City of Highland Park	12,059,241
Total	$ 12,216,838

Changes of assumptions and other inputs reflect a change in the discount rate from 4.08% in 2024 to 4.83% in 2025 and the expected increases in medical costs assumptions.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the Library and City of Highland Park, as well as what the Library's and City of Highland Park's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (3.83%) or 1-percentage-point higher (5.83%) than the current discount rate:

	1% Decrease	Discount Rate	1% Increase
Total OPEB liability, Library	$ 176,345	$ 157,597	$ 142,005
Total OPEB liability, City of Highland Park	13,493,850	12,059,241	10,866,152
Total OPEB liability, total	$ 13,670,195	$ 12,216,838	$ 11,008,157

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability of the Library, as well as what the Library's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	1% Decrease	Healthcare Cost Trend Rates	1% Increase
Total OPEB liability, Library	$ 137,533	$ 157,597	$ 182,503
Total OPEB liability, City of Highland Park	10,523,917	12,059,241	13,965,040
Total OPEB liability, total	$ 10,661,450	$ 12,216,838	$ 14,147,543

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2025, the Library and City of Highland Park recognized OPEB expense of $1,014,648. At December 31, 2025, the Library and City of Highland Park reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 1,408,018	$ 3,710,307
Changes of assumptions or other inputs	4,018,768	6,111,363
Total	$ 5,426,786	$ 9,821,670
Library	$ 70,005	$ 126,699
City of Highland Park	5,356,781	9,694,971
Total	$ 5,426,786	$ 9,821,670

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Years Ending December 31:	Amount
2026	$ (60,965)
2027	(33,305)
2028	(366,557)
2029	(366,557)
2030	(366,557)
Thereafter	(3,200,943)
Total	$ (4,394,884)

Effect of New Accounting Standards on Current-Period Financial Statements

The Governmental Accounting Standards Board (GASB) has approved the following:

- Statement No. 103, *Financial Reporting Model Improvements*
- Statement No. 104, *Disclosure of Certain Capital Assets*
- Statement No. 105, *Subsequent Events*

When they become effective, application of these standards may restate portions of these financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

Highland Park Public Library

Detailed Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual
Revenues			
Taxes:			
Property	$ 5,843,945	$ 5,843,945	$ 5,852,689
Personal property replacement tax	75,000	75,000	62,604
Total taxes	5,918,945	5,918,945	5,915,293
Intergovernmental:			
Grants	44,500	44,500	44,510
Impact fees	48,000	48,000	10,584
Total intergovernmental	92,500	92,500	55,094
Charges for services:			
Other fees	20,600	20,600	29,943
Total charges for services	20,600	20,600	29,943
Investment income:			
Investment income	296,500	296,500	255,454
Total investment income	296,500	296,500	255,454
Miscellaneous:			
Other sponsors	40,000	40,000	49,384
Total miscellaneous	40,000	40,000	49,384
Total revenues	6,368,545	6,368,545	6,305,168
Expenditures			
Culture and recreation:			
Personnel services	3,923,220	3,923,220	3,774,590
Other operating expenditures	1,378,700	1,378,700	1,334,692
Total culture and recreation	5,301,920	5,301,920	5,109,282
Debt services:			
Principal	50,000	50,000	50,000
Interest and fiscal charges	446,625	205,000	220,154
Total debt services	496,625	255,000	270,154

See notes to required supplementary information

Highland Park Public Library

Detailed Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual
Capital outlay	$ 7,055,000	$ 10,115,000	$ 2,418,007
Total expenditures	12,853,545	15,671,920	7,797,443
Excess (deficiency) of revenues over expenditures	(6,485,000)	(9,303,375)	(1,492,275)
Other Financing Sources (Uses)			
Transfers in	2,485,000	4,990,638	290,789
Transfers out	-	-	(2,349,539)
General obligation bonds issued	3,665,000	3,665,000	3,665,000
Premium on debt issued	335,000	397,737	397,737
Total other financing sources (uses)	6,485,000	9,053,375	2,003,987
Net change in fund balance	$ -	$ (250,000)	511,712
Fund Balance, Beginning			3,033,346
Fund Balance, Ending			$ 3,545,058

See notes to required supplementary information

Highland Park Public Library

Illinois Municipal Retirement Fund
Schedule of Library's Proportionate Share of the Net Pension Liability and Library Contributions
Last Ten Fiscal Years

	2016	2017	2018	2019
Net Pension Liability				
Library's proportionate share of the net pension liability (asset)	17.92%	17.83%	16.83%	16.66%
Library's proportionate share of the net pension liability (asset)	$ 1,063,266	$ 979,037	$ (975,332)	$ 1,387,681
City's proportionate share of the net pension liability (asset)	4,869,790	4,511,557	(4,820,043)	6,942,235
Total Net Pension Liability (Asset)	$ 5,933,056	$ 5,490,594	$ (5,795,375)	$ 8,329,916
Covered Payroll	$ 2,170,414	$ 2,202,953	$ 2,101,586	$ 2,113,894
Net Pension Liability (Asset) as a Percentage of Covered Payroll	48.99%	44.44%	-46.41%	65.65%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	93.67%	94.32%	106.01%	91.90%
Schedule of Library Contributions				
Contractually required contribution	$ 245,850	$ 201,752	$ 200,397	$ 129,027
Contributions in relation to the contractually required contribution	(257,589)	(201,752)	(213,538)	(129,027)
Contribution deficiency (excess)	$ (11,739)	$ -	$ (13,141)	$ -
Contributions as a percentage of covered payroll	11.87%	9.16%	10.16%	6.10%

Notes to Schedule:

Amounts reported reflect an investment rate of return of 7.25%, price inflation of 2.25%, and a salary increase assumption of 2.75% to 13.75%.

See notes to required supplementary information

2020	2021	2022	2023	2024	2025
17.90%	16.30%	16.86%	15.96%	16.23%	15.38%
$ (413,035)	$ (1,758,168)	$ (3,816,242)	$ 619,749	$ (331,112)	$ (351,834)
(1,894,084)	(9,027,810)	(18,818,706)	3,262,211	(1,709,300)	(1,936,368)
$ (2,307,119)	$ (10,785,978)	$ (22,634,948)	$ 3,881,960	$ (2,040,412)	$ (2,288,202)
$ 2,374,303	$ 2,195,486	$ 2,159,523	$ 2,144,920	$ 2,330,626	$ 2,410,391
-17.40%	-80.08%	-176.72%	28.89%	-87.55%	-94.93%
102.18%	109.98%	120.25%	96.61%	101.73%	101.89%
$ 206,405	$ 162,018	$ 167,579	$ 114,968	$ 49,642	$ 66,045
(196,949)	(164,734)	(170,650)	(114,968)	(50,595)	(66,045)
$ 9,456	$ (2,716)	$ (3,071)	$ -	$ (953)	$ -
8.30%	7.50%	7.90%	5.36%	2.17%	2.74%

See notes to required supplementary information

Highland Park Public Library

Other Postemployment Benefit Plan
Schedule of Library's Proportionate Share of the Total OPEB Liability
Last Eight Fiscal Years

	2018	2019	2020	2021
Total OPEB Liability				
Library's proportion of the total OPEB liability	1.87%	1.72%	1.94%	1.91%
Library's proportionate share of the total OPEB liability	$ 189,817	$ 232,795	$ 418,241	$ 413,127
City's proportionate share of the total OPEB liability	-	-	-	-
Total OPEB Liability	$ 189,817	$ 232,795	$ 418,241	$ 413,127
Covered-employee Payroll	$ 387,917	$ 374,056	$ 460,862	$ 454,334
Total OPEB Liability as a Percentage of Covered Payroll	48.93%	62.24%	90.75%	90.93%
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability	0.00%	0.00%	0.00%	0.00%

Notes to Schedule:

The Library implemented GASB 68 in fiscal year 2018. Information for fiscal years prior to 2018 is not applicable.

Key Assumptions:

Methods and assumptions used to determine contribution rates:

Long-term expected rate of return	N/A
Municipal bond index	4.83%
Single equivalent discount rate	4.83%
Election rate	50.00%
Healthcare cost trend rates - initial	HMO - 4.60%; PPO - 6.35%
Healthcare cost trend rates - ultimate	HMO - 5.00%; PPO - 5.00%
Mortality	IMRF - PubG-2010(B) Improved Generationally using MP-2021 Improvement Rates Police/Fire - PubS-2010(A) improved to 2021 using MP-2021 Improvement Rates

See notes to required supplementary information

2022	2023	2024	2025
2.18%	2.16%	1.26%	1.29%
$ 296,223	$ 323,219	$ 160,992	$ 157,597
-	-	-	-
$ 296,223	$ 323,219	$ 160,992	$ 157,597
$ 542,358	$ 553,503	$ 296,596	$ 369,863
54.62%	58.40%	54.28%	42.61%
0.00%	0.00%	0.00%	0.00%

See notes to required supplementary information

Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. Budget amounts are as originally adopted by the Board of Trustees. All annual appropriations lapse at fiscal year end.

Prior to December 31, the Library Director submits to the Library Board a proposed operating budget for the fiscal year commencing January 1. The operating budget includes proposed expenditures and the means of financing them. Public hearings are conducted to obtain taxpayer comments. Prior to March 31, the budget is legally enacted through passage of an ordinance. Formal budgetary integration is employed as a management control device during the year of the General Fund revenues and expenditures.

The Library is authorized to change budgeted amounts within any fund; however, revision must be approved by two-thirds of the members of the Library Board. No revisions can be made increasing the budget unless funding is available for the purpose of the revision. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the fund level. The appropriated budget is prepared by fund, function, and department. The Library Director is authorized to transfer budget amounts between funds and within any fund; however, the Library Board must approve revisions that alter the total expenditures of any fund.

SUPPLEMENTARY INFORMATION

Highland Park Public Library

Detailed Schedule of Expenditures and Transfers Out - Budget and Actual -
General Fund
Year Ended December 31, 2025

	Original Budget	Final Budget	Actual
Expenditures			
Salaries	$ 3,100,000	$ 3,100,000	$ 2,992,613
Insurance, health	492,000	492,000	468,591
Payroll taxes	237,900	237,900	223,780
IMRF	93,320	93,320	89,606
Total personnel services	3,923,220	3,923,220	3,774,590
Other operating expenditures:			
Books, audio visual	610,700	610,700	601,857
Cataloging, processing	28,000	28,000	23,726
Insurance, general	122,100	122,100	104,020
Legal	5,000	5,000	3,253
Maintenance of building	140,000	140,000	134,543
Maintenance of equipment and software	125,000	125,000	112,425
Maintenance of grounds	20,000	20,000	19,994
Marketing	21,500	21,500	18,420
Purchases funded by gifts & grants	15,000	15,000	33,086
Programs	26,000	26,000	26,190
Postage	9,000	9,000	9,615
Supplies and services	190,400	190,400	180,754
Telephone	23,000	23,000	27,039
Training	43,000	43,000	39,770
Total other operating expenditures:	1,378,700	1,378,700	1,334,692
Capital outlay:			
Building improvement	6,965,000	10,065,000	2,368,402
Computerization	80,000	40,000	39,130
Furniture and equipment	10,000	10,000	10,475
Total capital outlay:	7,055,000	10,115,000	2,418,007
Debt service:			
Principal	50,000	50,000	50,000
Interest and fiscal charges	446,625	205,000	220,154
Total debt service:	496,625	255,000	270,154
Total expenditures	12,853,545	15,671,920	7,797,443
Transfers Out			
Transfers out	-	-	2,349,539
Total transfers out	-	-	2,349,539
Total expenditures and transfers out	$ 12,853,545	$ 15,671,920	$ 10,146,982

Highland Park Public Library

Combining Balance Sheet -
Nonmajor Governmental Funds
December 31, 2025

	Gift Fund	Working Cash Fund	Total Nonmajor Funds
Assets			
Cash and cash equivalents	$ 56,031	$ -	$ 56,031
Investments	-	375,000	375,000
Total assets	$ 56,031	$ 375,000	$ 431,031
Liabilities and Fund Balances			
Liabilities			
Accounts payable	$ 101	$ -	$ 101
Total liabilities	101	-	101
Fund Balances			
Nonspendable for endowments	30,000	-	30,000
Restricted for working cash	-	375,000	375,000
Restricted for library materials	25,930	-	25,930
Total fund balances	55,930	375,000	430,930
Total liabilities and fund balances	$ 56,031	$ 375,000	$ 431,031

Highland Park Public Library

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances -
Nonmajor Governmental Funds
Year Ended December 31, 2025

	Gift Fund	Working Cash Fund	Total Nonmajor Funds
Revenues			
Investment income	$ 3,204	$ 13,084	$ 16,288
Donations	276,312	-	276,312
Total revenues	279,516	13,084	292,600
Expenditures			
Current:			
Books, audio visual	1,116	-	1,116
Total expenditures	1,116	-	1,116
Excess (deficiency) of revenues over expenditures	278,400	13,084	291,484
Other Financing Uses			
Transfers out	(277,705)	(13,084)	(290,789)
Total other financing uses	(277,705)	(13,084)	(290,789)
Net change in fund balances	695	-	695
Fund Balances, Beginning	55,235	375,000	430,235
Fund Balances, Ending	$ 55,930	$ 375,000	$ 430,930

Reporting and insights from the 2025 audit:

Highland Park Public Library

December 31, 2025

Executive summary

We have completed our audit of the financial statements of Highland Park Public Library (the Library) for the year ended December 31, 2025, and have issued our report thereon dated June 16, 2026. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your Library's operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

Additionally, we have included information on key risk areas Highland Park Public Library should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization's financial stability and future planning.

If you have questions at any point, please connect with us:

- Michael E. Malatt, CPA, Principal: michael.malatt@bakertilly.com or +1 (630) 645 6226

Sincerely,

Baker Tilly US, LLP



Michael E. Malatt, CPA, Principal

THIS COMMUNICATION IS INTENDED SOLELY FOR THE INFORMATION AND USE OF THOSE CHARGED WITH GOVERNANCE, AND, IF APPROPRIATE, MANAGEMENT, AND IS NOT INTENDED TO BE AND SHOULD NOT BE USED BY ANYONE OTHER THAN THESE SPECIFIED PARTIES.

BAKER TILLY ADVISORY GROUP, LP AND BAKER TILLY US, LLP, TRADING AS BAKER TILLY, ARE MEMBERS OF THE GLOBAL NETWORK OF BAKER TILLY INTERNATIONAL LTD., THE MEMBERS OF WHICH ARE SEPARATE AND INDEPENDENT LEGAL ENTITIES. BAKER TILLY US, LLP IS A LICENSED CPA FIRM THAT PROVIDES ASSURANCE SERVICES TO ITS CLIENTS. BAKER TILLY ADVISORY GROUP, LP AND ITS SUBSIDIARY ENTITIES PROVIDE TAX AND CONSULTING SERVICES TO THEIR CLIENTS AND ARE NOT LICENSED CPA FIRMS. NON-ATTEST SERVICES ARE PROVIDED BY BAKER TILLY ADVISORY GROUP, LP.

Responsibilities

Our responsibilities

As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the Library's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of those charged with governance:
    - Are free from material misstatement
    - Present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America
- Performing tests related to compliance with certain provisions of laws, regulations, contracts and grants, as required by *Government Auditing Standards.*
- Our audit does not relieve management or those charged with governance of their responsibilities.

We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of those charged with governance, including:

- Internal control matters
- Qualitative aspects of the Library's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant unusual transactions
- Significant difficulties encountered
- Disagreements with management
- Circumstances that affect the form and content of the auditors' report
- Audit consultations outside the engagement team
- Corrected and uncorrected misstatements
- Other audit findings or issues

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Audit status

Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.

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Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the Library and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the Library's current year results.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion

Other areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other areas of emphasis		
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension and OPEB liabilities	Long-term debt
Capital assets including infrastructure	Net position calculations	Financial reporting and required disclosures

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Internal control matters

We considered the Library's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the Library's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We identified the following deficiency as a significant deficiency:

Segregation of Duties – Journal Entries

A critical element of internal control is that incompatible procedures in a control process be properly segregated. This is accomplished when no one person handles all segments of a transaction from beginning to end; however, the personnel constraints of many organizations, such as the Library, do not always allow for ideal segregation of duties. In any event, it is our responsibility as auditors to communicate such issues.

We noticed during our review of the journal entry process, that only one employee is responsible for preparing and approving journal entries. Although the Library Board reviews the financial information on a monthly basis and we noted no errors resulting in the journal entry process, a system of strong internal controls would not be complete without greater segregation of duties around the journal entry process.

We recommend the Library implement a process in which a knowledgeable individual other than the original preparer would review the monthly journal entries; however, we are aware that current staffing limitations may not allow for such segregation of duties

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Required communications

Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by Library are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing accounting policies was not changed during 2025. We noted no transactions entered into by the Library during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.

- Accounting estimates: Accounting estimates, including fair value estimates, are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Net pension asset/liability and related deferrals	Evaluation of information provided by the Illinois Municipal Retirement Fund	Reasonable in relation to the financial statements as a whole
Total OPEB liability and related deferrals	Key assumptions set by management with the assistance of a third party actuary	Reasonable in relation to the financial statements as a whole
Depreciation	Evaluate estimated useful life of the asset and original acquisition value	Reasonable in relation to the financial statements as a whole

  There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the Library or that otherwise appear to be unusual due to their timing, size or nature.

Significant difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

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Disagreements with management

Professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Audit report

There have been no departures from the auditors' standard report.

Audit consultations outside the engagement team

We encountered no difficult or contentious matters for which we consulted outside of the engagement team.

Uncorrected misstatements and corrected misstatements

Professional standards require us to accumulate misstatements identified during the audit, other than those that are clearly trivial, and to communicate accumulated misstatements to management. The schedule within the attachments summarizes the uncorrected misstatements, other than those that are clearly trivial, that we presented to management and the material corrected misstatements that, in our judgment, may not have been detected except through our auditing procedures. In our judgment, neither the uncorrected misstatements nor the misstatements that management corrected, either individually or in the aggregate, indicate matters that could have had a significant effect on the Company's financial reporting process.

Management has determined that the effects of the uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the basic financial statements under audit.

Other audit findings or issues

We encountered no other audit findings or issues that require communication at this time.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Library’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Management's consultations with other accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Written communications between management and Baker Tilly

The attachments include copies of other material written communications, including a copy of the management representation letter.

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Compliance with laws and regulations

We did not identify any non-compliance with laws and regulations during our audit.

Fraud

We did not identify any known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the Library's ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date of the financial statements, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

Independence

We are not aware of any relationships between Baker Tilly and the Library that, in our professional judgment, may reasonably be thought to bear on our independence.

Related parties

We did not have any significant findings or issues arise during the audit in connection with the Library's related parties.

Other matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Nonattest services

The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting journal entries

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

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Library Board resources

Our business is to know every aspect of yours and to maintain a constant lookout for what's next. We invite you to learn about some of the trending challenges and opportunities for public sector organizations like yours and how Baker Tilly can help.

To explore more trending topics and regulatory updates, visit our resource page at https://www.bakertilly.com/insights/audit-committee-resource-page.



Funding evaluation and pursuit

Public sector organizations may be eligible for grants, tax credits and other financial incentives through funding opportunities such as the Inflation Reduction Act, the Clean Communities Investment Accelerator, and the Infrastructure Investment and Jobs Act.

Baker Tilly can help you navigate, understand and pursue various federal and state funding sources through grant research and tracking, advising and writing, and management and compliance services.



Digital transformation

Digitizing public services can be a game changer for governments. Streamlining inefficient processes, providing digital access and delivery of services to meet public expectations, implementing technology to protect constituent data, leveraging information to make data-driven decisions and migrating outdated on-premises systems to the cloud are crucial to an entity's success.

Through these types of digital services, Baker Tilly can help you scale with future demand and be better positioned to rapidly respond to changing demands.



Cybersecurity

Public sector organizations face significant challenges from cyber threats and IT regulations. It can feel like you are on the defense keeping up with the latest risks, regulations and emerging trends. To mitigate risk, you must understand your organization's unique vulnerabilities, cybersecurity processes and controls.

Baker Tilly can help enhance your cybersecurity posture and ensure compliance with solutions in IT compliance and security and cybersecurity and data protection to safeguard your data and navigate complex risk environments.

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Management representation letter

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HIGHLAND PARK PUBLIC LIBRARY
Information & Imagination

June 16, 2026

Baker Tilly US, LLP
1301 W 22nd Street
Suite 400
Oak Brook, IL 60523

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the Highland Park Public Library as of December 31, 2025 and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Highland Park Public Library and the respective changes in financial position in conformity with accounting principles generally accepted in the United States of America (GAAP). We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated January 8, 2026, including our responsibility for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America U.S. GAAP.

2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. The financial statements include all properly classified funds of the primary government required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.

3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

5) Significant assumptions we used in making accounting estimates, including those measured at fair value, if any, are reasonable in accordance with accounting principles generally accepted in the United States of America U.S. GAAP.

6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of accounting principles generally accepted in the United States of America.

7) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.

8) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

9) We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the basic financial statements as a whole.

10) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America.

11) Guarantees, whether written or oral, under which the Entity is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

12) We have provided you with:

a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters.

b) Additional information that you have requested from us for the purpose of the audit.

c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

d) Minutes of the meetings of the Board of Trustees or summaries of actions of recent meetings for which minutes have not yet been prepared.

13) We have disclosed to you results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

14) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:

    a) Management,

    b) Employees who have significant roles in internal control, or

    c) Others where the fraud could have a material effect on the financial statements.

15) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.

16) We have no knowledge of known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.

17) We have disclosed to you the names of our related parties and all the related party relationships and transactions, including side agreements, of which we are aware.

Other

18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

19) We have a process to track the status of audit findings and recommendations.

20) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.

21) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for our report.

22) The Highland Park Public Library has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources or fund balance or net position.

23) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.

24) There are no:

a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.

b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.

c) Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.

d) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.

25) We have made all management decisions and performed all management functions in relation to the nonattest services provided by Baker Tilly US, LLP or Baker Tilly Advisory Group, LP, as identified in the engagement letter or an addendum to the engagement letter. We have designated Doris Lorr, Library Consultant, an employee with suitable skill, knowledge, and/or experience to oversee the services received. Furthermore, we have established and maintained internal controls, including monitoring activities related to the nonattest services provided by Baker Tilly US, LLP or Baker Tilly Advisory Group, LP, and we have evaluated and accept responsibility for the adequacy and results of the nonattest services received.

The nonattest services provided by Baker Tilly US, LLP or Baker Tilly Advisory Group, LP, are listed below.

a) Financial statement preparation

b) Adjusting journal entries

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

26) The Highland Park Public Library has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

27) The Highland Park Public Library has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.

28) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations, if any. Component units have been properly presented as either blended or discrete.

29) The financial statements properly classify all funds and activities.

30) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.

31) Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.

32) The Highland Park Public Library has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.

33) Provisions for uncollectible receivables, if any, have been properly identified and recorded.

34) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.

35) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.

36) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.

37) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).

38) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.

39) We have appropriately disclosed the Highland Park Public Library's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available.

40) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

41) With respect to the supplementary information, (SI):

    a) We acknowledge our responsibility for presenting the SI in accordance with accounting principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

    b) If the SI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

42) We assume responsibility for, and agree with, the findings of specialists in evaluating the total OPEB liability and associated deferred outflows and inflows of resources and have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had impact on the independence or objectivity of the specialists.

43) We assume responsibility for, and agree with, the information provided by the Illinois Municipal Retirement Plan as audited by Plante & Moran, PLLC relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.

44) We have evaluated and considered all potential tax abatements and believe all material tax abatements have been properly reported and disclosed.

45) We have reviewed existing contracts and determined there are no items requiring accounting or reporting as leases/subscriptions.

46) We are responsible for the estimation methods and assumptions used in measuring assets and liabilities reported or disclosed at fair value, including information obtained from brokers, pricing services or third parties. Our valuation methodologies have been consistently applied from period to period. The fair value measurements reported or disclosed represent our best estimate of fair value as the measurement date in accordance with the requirements of GASB 72 – *Fair Value Measurement*. In addition our disclosures related to fair value measurements are consistent with the objectives outlined in GASB 72. We have evaluated the fair value information provided to us by brokers, pricing services or other parties that has been used in the financial statements and believe this information to be reliable and consistent with the requirements.

Sincerely,

Highland Park Public Library

Signed: _____
Heidi Smith, Executive Director

Highland Park Public Library
SUMMARY OF UNCORRECTED FINANCIAL STATEMENT MISSTATEMENTS

December 31, 2025

	Financial Statements Effect - Debit (Credit) to Financial Statement Total						
	Total Assets/ Deferred Outflows	Total Liabilities/ Deferred Inflows	Total Net Position/ Fund Balances	Total Revenues	Total Expenses/ Expenditures	Change in Net Position/ Fund Balances	Beginning Net Position/ Fund Balances
Governmental Activities	212,557	-	(102,186)	-	(110,371)	(110,371)	(102,186)

Accounting changes relevant to the Highland Park Public Library

Future accounting standards update

GASB statement number	Description	Potentially impacts you	Effective date
103	Financial reporting model improvements	✓	12/31/26
104	Disclosure of certain capital assets	✓	12/31/26
105	Subsequent events	✓	12/31/27

Further information on upcoming GASB pronouncements.

Changes to the financial reporting model

GASB Statement 103, *Financial Reporting Model Improvements*, builds on Statement 34 by providing key targeted improvements to the financial reporting model. Its requirements are designed to:

- Enhance the effectiveness of governmental financial reports in providing information essential for decision making and assessing a government's accountability, and
- Address certain application issues.

The targeted improvements contained in Statement 103 establish or modify existing accounting and financial reporting requirements related to:

- Management's discussion and analysis: While the overall requirements do not substantially change management's discussion and analysis, the modifications are meant to improve the analysis included in this section and provide details about the items that should be discussed as currently known facts, decisions, or conditions expected to have a significant financial effect in the subsequent period.
- Unusual or infrequent items (previously known as extraordinary and special items): The new statement simplifies GASB literature by eliminating the separate presentation of extraordinary and special items. Under the requirement of Statement 103, applicable items will either be identified as unusual or infrequent, or both.
- Presentation of the proprietary fund statement of revenues, expenses and changes in fund net position: The changes are designed to improve consistency around the classification of items in these statements by better defining what should be included in operating revenues and expenses and nonoperating revenues and expenses including, for example, the addition of subsidies received or provided as a new category of nonoperating revenues and expenses.
- Major component unit information, and budgetary comparison information: Statement 103 is designed to improve the consistency of the reporting of major component unit information and budgetary comparison information by specifying required placement of that information.

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Revisions to disclosures for certain capital assets

Governments are required to provide information on capital assets in the footnotes to the financial statements as outlined in GASB Statement No. 34. Recent standards have impacted the accounting and reporting for capital assets and as a result GASB issued Statement No. 104, *Disclosure of Certain Capital Assets* to provide enhanced disclosures for certain capital assets, including:

- Lease assets reported under Statement No. 87, intangible right-to-use assets reported under Statement No. 94 and subscription assets reported under Statement No. 96 should all be disclosed separately, and by major class of underlying asset. In addition, if there are any other intangible assets reported, they should also be disclosed separately.
- Capital assets that are held for sale should have the ending balance with separate disclosure for historical cost and related accumulated depreciation as well as any outstanding debt for which the asset is pledged as collateral disclosed by major class of asset. Assets held for sale are defined as those for which the government has decided to pursue the sale, and it is probable that the sale will be finalized within one year of the financial statement date.

While these changes are focused on footnote disclosures, it is important to plan ahead to ensure the required information is available for implementation.

Updated guidance for the financial reporting of subsequent events

GASB Statement No. 105, *Subsequent Events, which supersedes GASB Statement No. 56*, is intended to enhance consistency in the application of requirements for subsequent events.

The Statement defines subsequent events as transactions or other events that occur after year end but before the date the financial statements are available to be issued. The date the financial statements are available to be issued is the date at which (a) the financial statements are complete in a form and format that complies with generally accepted accounting principles (GAAP) and (b) approvals necessary for issuance have been obtained, or typically the opinion date. The definition of subsequent events in this Statement modifies the subsequent events time frame throughout the GASB literature.

The Statement also clarifies:

- The different types of subsequent events (recognized and nonrecognized events)
- When note disclosures are required
- The information that should be included in those note disclosures

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Two-way audit communications

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.

b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:

    - Identify types of potential misstatements
    - Consider factors that affect the risks of material misstatement
    - Design tests of controls, when applicable and substantive procedures

c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations and provisions of contracts or grant programs. For audits performed in accordance with *Government Auditing Standards*, our report will include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance and that the report is an integral part of an audit performed in accordance with Government Auditing standards in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose.

d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards.*

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We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations, and provisions of contracts or grant programs. For audits done in accordance with *Government Auditing Standards*, our report will include a paragraph that states that the purpose of the report is solely to describe (a) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (b) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance and, (c) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

We are very interested in your views regarding certain matters. Those matters are listed here:

a. We typically will communicate with your top level of management unless you tell us otherwise.

b. We understand that the governing board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.

c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.

d. We anticipate that the Library will receive an unmodified opinion on its financial statements.

e. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?

f. Have you had any significant communications with regulators or grantor agencies?

g. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness and actions of the governing body concerning:

a. The entity's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?

b. The detection or the possibility of fraud?

We also need to know if you have taken action in response to developments in financial reporting, laws, accounting standards, governance practices or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of December or January. Our final financial fieldwork is scheduled during the spring to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing and extent of procedures necessary to obtain sufficient appropriate audit evidence.

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We realize that you may have questions on what this all means or wish to provide other feedback. We welcome the opportunity to hear from you.

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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

Independent Auditors' Report

To the Library Board of Trustees of
Highland Park Public Library

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Highland Park Public Library (the Library), as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements, and have issued our report thereon dated June 16, 2026.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Library's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a deficiency in internal control, described in the accompanying schedule of findings and responses as item 2025-001, that we consider to be a significant deficiency.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Library's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Library's Response to Finding

Government Auditing Standards requires the auditor to perform limited procedures on the Library's response to the finding identified in our audit and described in the accompanying schedule of findings and responses. The Library's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Baker Tilly US, LLP

Oak Brook, Illinois
June 16, 2026

Financial Statement Findings Required to Be Reported in Accordance With *Government Auditing Standards*

Finding No.: 2025-001 - Segregation of Duties - Journal Entries

Criteria: A critical element of internal control is that incompatible procedures in a control process be properly segregated. This is accomplished when no one person handles all segments of a transaction from beginning to end.

Condition: We noticed during our review of the journal entry process, that only one employee is responsible for preparing and approving journal entries. Although the Library Board reviews the financial information on a monthly basis and we noted no errors resulting in the journal entry process, a system of strong internal controls would not be complete without greater segregation of duties around the journal entry process.

Cause/Effect: The personnel constraints of the Library do not allow for ideal segregation of duties. Although compensating controls have been implemented to mitigate risk, there is still a gap in controls as a knowledgeable individual other than the original preparer does not review monthly journal entries.

Management Response and Corrective Action Plan: The Library will continue to review the segregation of duties of incompatible functions with its auditors in order to improve internal controls despite stringent staffing and budgetary limits.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Don Jensen, Water Plant Superintendent
Marianne Evangelista, Lead Water Plant Operator

Department: Public Works Department

Title: A Resolution Approving Award of the Cross Connection Control Program Management Services Contract with Aqua Backflow of Elgin, Illinois

Recommendation:
Staff recommends entering into a Professional Service Agreement with Aqua Backflow, of Elgin Illinois**,** to manage the administration of the City's backflow prevention device tracking program.

Policy Consideration:
The State of Illinois and the US Environmental Protection Agency have established rules requiring all water utilities to identify potential cross connection hazards, whereby contaminated water or other fluids could be introduced into the public water supply, and to take appropriate actions to protect against the possibility of water contamination from backflow events.

Highland Park has the required program to protect the public water supply in place (City code: *Sec. 50.401. - Installation of Approved Backflow Prevention Device, 2018*). Backflow prevention devices must be installed on all cross connections present at a home or business and inspected annually by a certified tester. Test results must be tracked and maintained, and follow-up action taken in instances of non-compliance.

The City's Cross Connection Control Program has been managed in-house since its inception, with Water Plant staff mailing up to three testing reminder letters for each device (currently numbering over 4,000 devices), collecting and recording the required annual test reports, and fielding inquiries from water customers and device testers. Over time, the number of devices being tracked has grown, increasing the staff burden significantly and competing with other Water Plant staff duties. For many years, other water utilities have addressed this issue by outsourcing this extensive task to a number of backflow management companies specializing in this function.

In March 2026, proposals for this service were solicited with three responses:

- Aqua Backflow, Elgin, Illinois
- Backflow Solutions, Inc., Alsip, Illinois

- HydroCorp, Troy, Michigan

Water Plant staff evaluated the proposals received and interviewed staff at water utilities experienced with each of these companies' services. While all three companies were determined to be capable of meeting our needs, staff determined that Aqua Backflow offered the best combination of service and cost. The recommended funding option is Base Program, Option #1. This requires the companies testing the backflow prevention devices to pay the administrative cost directly to Aqua Backflow. This assigns the cost of recordkeeping to the testers and their customers rather than to the City at large, a more equitable approach, as many water customers have none of the devices requiring testing.

The attached resolution also authorizes the City Manager to execute future renewals of the agreement if the renewal is based on the terms and conditions set forth in the current contract as determined by the City Manager and Corporation Counsel. If there are any changes to the terms and conditions, and upon expiration of the contract, succeeding contracts will be presented to the City Council for formal consideration. The Department of Public Works Water Production Division manages the Cross Connection Control Program Management Services Contract. Pertinent documents are available for review at the Department of Public Works, 1150 Half Day Road.

Core Priorities:

Fiscal Stability

The FY 26 Public Works Water Plant budget reflects sufficient funding for the Cross Connection Control Program Management Services Contract.

Public Safety

Protection against the possibility of water contamination from backflow events.

Attachments:

1. Resolution CCC PSA
2. Aqua - CCC PSA 2026

CITY OF HIGHLAND PARK

RESOLUTION NO. R_____

A RESOLUTION APPROVING AWARD OF THE CROSS CONNECTION CONTROL PROGRAM MANAGEMENT SERVICES CONTRACT TO AQUA BACKFLOW OF ELGIN, ILLINOIS

WHEREAS, the City requested proposals for the award of the Cross Connection Control (CCC) Program Management Services Contract (**"Contract"**), to manage the administration of the City's backflow prevention device tracking program: and

WHEREAS, Aqua Backflow of Elgin, Illinois (***"Aqua"***), was the qualified and selected firm that submitted a proposal to the City; and

WHEREAS, the City Council has determined that entering into the Agreements with Aqua 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: AUTHORIZATION OF CONTRACT. The Contract by and between the City and Aqua shall be, and is hereby, authorized in substantially the form attached to this Resolution.

SECTION THREE: EXECUTION OF CONTRACT. The City Manager and the Deputy City Clerk shall be, and they are hereby, authorized and directed to execute and attest, on behalf of the City, the Contract upon receipt by the City Clerk of at least one original copy of the Contract executed by Aqua; provided, however, that if the executed copy of the Contract is not received by the City Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest shall, at the option of the City Council, be null and void.

SECTION FOUR: EXECUTION OF FUTURE RENEWALS OF AGREEMENTS. The City Manager is authorized to execute future renewals of the Contract for future calendar years, in accordance with Section 2.C of the Contract, if: (a) the City Manager determines, in their discretion, that the proposed renewal is favorable to the City; and (b) the terms of the proposed renewal is substantially similar to the Contract, as determined by the City Manager and the Corporation Counsel. This Resolution is not to be deemed or interpreted as obligating the City Manager to execute any future renewal of any Contract.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval by a majority of the members of the City Council.

City of Highland Park

Public Works Department

1150 Half Day Rd.
Highland Park, Illinois 60035
847.432.0807
cityhpil.com

PROFESSIONAL SERVICES AGREEMENT
CROSS CONNECTION CONTROL (CCC) PROGRAM MANAGEMENT SERVICES

This **PROFESSIONAL SERVICES AGREEMENT** (***"Agreement"***) is dated as of the _____ day of _____, 20_____, and is by and between the **CITY OF HIGHLAND PARK**, an Illinois home rule municipal corporation (***"City"***), and the Consultant identified in Section 1.A of this Agreement.

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in this Agreement, and pursuant to the City's statutory and home rule powers, the parties agree as follows:

SECTION 1. CONSULTANT.

A. Engagement of Consultant. The City desires to engage the Consultant identified below to perform and to provide all necessary professional consulting services to perform the work in connection with the project identified below:

Consultant Name *("Consultant")*	_____
Address	_____
City, State Zip	_____
Phone	_____
Email	_____
Project Name/Description	_____
Agreement Amount	$ or See Exhibit A

B. Project Description. The consulting firm(s) to supplement the Water Treatment Facility with the primary responsibility of the data management service will be to track the annual testing of all backflow prevention devices connected to the City's water distribution system; as more fully described in the proposal attached to this Agreement as **Exhibit A** (***"Proposal"***).

C. Representations of Consultant. The Consultant represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the consulting services that are set forth in the Proposal (***"Services"***) in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

SECTION 2. SCOPE OF SERVICES.

A. Retention of the Consultant. The City retains the Consultant to perform, and the Consultant agrees to perform, the Services.

B. Services. The Consultant shall provide the Services pursuant to the terms and conditions of this Agreement.

C. Commencement; Time of Performance. The Consultant shall commence the Services immediately upon receipt of written notice from the City that this Agreement has been fully executed by the Parties (***"Commencement Date"***). The Consultant shall diligently and continuously prosecute the Services until the completion of the Services or upon the termination of this Agreement by the City, but in no event later than December 31, 2027 (***"Time of Performance"***). The City may modify the Time of Performance at any time upon 15 days prior written notice to the Consultant. Delays caused by the City shall extend the Time of Performance in equal proportion to the delay caused by the City; provided, however, that the Consultant shall be responsible for completion of all work within the Time of Performance, notwithstanding any strike or other work stoppage by employees of either Consultant or of the City. This agreement may be renewed for no more than four additional and consecutive one-year terms, upon the mutual written consent of the City and Bidder. For all Work performed by Bidder during any renewal term, Bidder shall be paid an amount equal to the total Contract Price, as adjusted by an amount to be mutually agreed by the City and Bidder, and in no event greater than the higher of 3% or the Consumer Price Index for all Urban Consumers published by the Bureau of Labor Statistics of the United States Department of Labor for Chicago-Naperville-Elgin, IL-IN-WI, All Items (1982-84 = $100) for the previous calendar year. ("Renewal Terms")

D. Reporting. The Consultant shall regularly report to the City Manager, or his designee, regarding the progress of the Services during the term of this Agreement.

SECTION 1. COMPENSATION AND METHOD OF PAYMENT.

A. Agreement Amount. The total amount paid by the City for the Services pursuant to this Agreement shall not exceed the amount identified as the Agreement Amount in Section 1.A of this Agreement. No claim for additional compensation shall be valid unless made in accordance with Sections 3.D or 3.E of this Agreement.

B. Invoices and Payment. The Consultant shall submit invoices in an approved format to the City for costs incurred by the Consultant in performing the Services. The amount billed in each invoice for the Services shall be based solely upon the rates set forth in the Proposal. Final pay request shall include, without limitation: (i) all final waivers of lien; and (ii) all final certified payrolls, as required. The City shall pay to the Consultant the amount billed within 45 days after receiving such an invoice.

C. Records. The Consultant shall maintain records showing actual time devoted and costs incurred, and shall permit the City to inspect and audit all data and records of the Consultant for work done pursuant to this Agreement. The records shall be made available to the City at reasonable times during the term of this Agreement, and for one year after the termination of this Agreement.

D. Claim In Addition To Agreement Amount.

1. The Consultant shall provide written notice to the City of any claim for additional compensation as a result of action taken by the City, within 15 days after the occurrence of such action.

2. The Consultant acknowledges and agrees that: (a) the provision of written notice pursuant to Section 3.D.1 of this Agreement shall not be deemed or interpreted as entitling the Consultant to any additional compensation; and (b) any changes in the Agreement Amount shall be valid only upon written amendment pursuant to Section 8.A of this Agreement.

3. Regardless of the decision of the City relative to a claim submitted by the Consultant, the Consultant shall proceed with all of the work required to complete the Services under this Agreement, as determined by the City, without interruption.

E. Additional Services. The Consultant acknowledges and agrees that the City shall not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement (***"Additional Services"***), regardless of whether such Additional Services are requested or directed by the City, except upon the prior written consent of the City.

F. Taxes, Benefits, and Royalties. Each payment by the City to the Consultant includes all applicable federal, state, and City taxes of every kind and nature applicable to the Services, as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits, and all costs, royalties, and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claims or rights to claim additional compensation by reason of the payment of any such tax, contribution, premium, cost, royalty, or fee are hereby waived and released by the Consultant.

G. Final Acceptance. The Services, or, if the Services are to be performed in separate phases, each phase of the Services, shall be considered complete on the date of final written acceptance by the City of the Services or each phase of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed.

SECTION 2. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The Key Project Personnel identified in the Proposal shall be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel shall not be changed without the City's prior written approval.

B. Availability of Personnel. The Consultant shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. The Consultant shall notify the City as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant shall have no claim for damages and shall not bill the City for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassignment, or resignation.

C. Approval and Use of Subcontractors. The Consultant shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved in advance by the City in writing. All subcontractors and subcontracts used by the Consultant shall be acceptable to, and approved in advance by, the City. The City's approval of any subcontractor or subcontract shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" shall be deemed also to refer to all subcontractors of the Consultant, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the City and consistent with commonly accepted professional practices, the Consultant shall immediately upon notice from the City remove and replace such personnel or subcontractor. The Consultant shall have no claim for damages, for compensation in excess of the amount contained in this Agreement, or for a delay or extension of the Time of Performance as a result of any such removal or replacement.

SECTION 3. CONFIDENTIAL INFORMATION.

A. Confidential Information. The term ***"Confidential Information"*** shall mean information in the possession or under the control of the City relating to the technical, business, or corporate affairs of the City; City property; user information, including, without limitation, any information pertaining to usage of the City's computer system, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. City Confidential Information shall not include information that can be demonstrated: (1) to have been rightfully in the possession of the Consultant from a source other than the City prior to the time of disclosure of such information to the Consultant pursuant to this Agreement (***"Time of Disclosure"***); (2) to have been in the public domain prior to the Time of Disclosure; (3) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Consultant or the City; or (4) to have been supplied to the Consultant after the Time of Disclosure without restriction by a third party who is under no obligation to the City to maintain such information in confidence.

B. No Disclosure of Confidential Information by the Consultant. The Consultant acknowledges that it shall, in performing the Services for the City under this Agreement, have access, or be directly or indirectly exposed, to Confidential Information. The Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without the express prior written consent of the City. The Consultant shall use reasonable measures at least as strict as those the Consultant uses to protect its own confidential information. Such measures shall include, without limitation, requiring employees and subcontractors of the Consultant to execute a non-disclosure agreement before obtaining access to Confidential Information.

SECTION 4. STANDARD OF SERVICES AND INDEMNIFICATION.

A. Representation and Certification of Services. The Consultant represents and certifies that the Services shall be performed in accordance with the standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in existence at the Time of Performance. The representations and certifications expressed shall be in addition to any other representations and certifications expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto the City.

B. Indemnification. The Consultant shall, and does hereby agree to, indemnify, save harmless, and defend the City against all damages, liability, claims, losses, and expenses (including attorneys' fees) that may arise, or be alleged to have arisen, out of or in connection with the Consultant's performance of, or failure to perform, the Services or any part thereof, or any failure to meet the representations and certifications set forth in Section 6.A of this Agreement.

C. Insurance. The Consultant shall provide, at its sole cost and expense, liability insurance in the aggregate amount of $1,000,000, which insurance shall include, without limitation, protection for all activities associated with the Services. The insurance shall be for a minimum of $1,000,000 per occurrence for bodily injury and $1,000,000 per occurrence for property damage. The Consultant shall cause the City to be named as an additional insured on the insurance policy described in this Section 6.C. Not later than 10 days after the Commencement Date, the Consultant shall provide the City with either: (a) a copy of the entire insurance policy; or (b) a Certificate of Insurance along with a letter from the broker issuing the insurance policy to the effect that the Certificate accurately reflects the contents of the insurance policy. The insurance coverages and limits set forth in this Section 6.C shall be deemed to be minimum coverages and limits, and shall not be construed in any way as a limitation on the Consultant's duty to carry adequate insurance or on the Consultant's liability for losses or damages under this Agreement.

D. No Personal Liability. No elected or appointed official or employee of the City shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement.

SECTION 5. CONSULTANT AGREEMENT GENERAL PROVISIONS.

A. Relationship of the Parties. The Consultant shall act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement shall be construed: (1) to create the relationship of principal and agent, employer and employee, partners, or joint venturers between the City and Consultant; or (2) to create any relationship between the City and any subcontractor of the Consultant.

B. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no elected or appointed City official, employee or agent has a personal financial interest in the business of the Consultant or in this Agreement, or has personally received payment or other consideration for this Agreement; (2) as of the date of this Agreement, neither Consultant nor any person employed or associated with Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither Consultant nor any person employed by or associated with Consultant shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

C. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of: (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue, unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (2) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the City prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant shall be liable to the City for all loss or damage that the City may suffer, and this Agreement shall, at the City's option, be null and void.

D. Termination. Notwithstanding any other provision hereof, the City may terminate this Agreement at any time upon 15 days written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed, which shall be determined on the basis of the rates set forth in the Proposal.

E. Compliance With Laws and Grants.

1. Compliance with Laws. The Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including, without limitation: any applicable prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. The

Consultant shall also comply with all conditions of any federal, state, or local grant received by the City or the Consultant with respect to this Agreement or the Services. Further, the Consultant shall have a written sexual harassment policy in compliance with Section 2-105 of the Illinois Human Rights Act.

2. Liability for Noncompliance. The Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with the Consultant's, or any of its subcontractors, performance of, or failure to perform, the Services or any part thereof.

3. Required Provisions. Every provision of law required by law to be inserted into this Agreement shall be deemed to be inserted herein.

F. Default. If it should appear at any time that the Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement (***"Event of Default"***), and fails to cure any such Event of Default within ten business days after the Consultant's receipt of written notice of such Event of Default from the City, then the City shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. Cure by Consultant. The City may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement.

2. Termination of Agreement by City. The City may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement after the effective date of termination.

3. Withholding of Payment by City. The City may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the City as the result of any Event of Default by the Consultant or as a result of actions taken by the City in response to any Event of Default by the Consultant.

G. No Additional Obligation. The Parties acknowledge and agree that the City is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant or with any vendor solicited or recommended by the Consultant.

H. City Council Authority. Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Consultant to, vendors shall be subject to the approval of the City Council. For purposes of this Section 7.H, "vendors" shall mean entities engaged in subcontracts for the provision of additional services directly to the City. The City shall not be liable to any vendor or third party for any agreements made by the Consultant without the knowledge and approval of the City Council.

I. Mutual Cooperation. The City agrees to cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with such non-confidential information that the City may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the City in the performance and completion of the Services and with any other consultants engaged by the City.

J. News Releases. The Consultant shall not issue any news releases, advertisements, or other public statements regarding the Services without the prior written consent of the City Manager.

K. Ownership. Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received from the City by the Consultant in connection with any or all of the Services to be performed under this Agreement (***"Documents"***) shall be and remain the exclusive property of the City. At the City's request, or upon termination of this Agreement, the Consultant shall cause the Documents to be promptly delivered to the City.

L. GIS Data. The City has developed digital map information through Geographic Information Systems Technology (***"GIS Data"***) concerning the real property located within the City. If requested to do so by the Consultant, the City agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. Limited Access to GIS Data. The GIS Data provided by the City shall be limited to the scope of the Services that the Consultant is to provide for the City;

2. Purpose of GIS Data. The Consultant shall limit its use of the GIS Data to its intended purpose of furtherance of the Services; and

3. Agreement with Respect to GIS Data. The Consultant does hereby acknowledge and agree that:

a. Trade Secrets of the City. The GIS Data constitutes proprietary materials and trade secrets of the City, and shall remain the property of the City;

b. Consent of City Required. The Consultant will not provide or make available the GIS Data in any form to anyone without the prior written consent of the City Manager;

c. Supply to City. At the request of the City, the Consultant shall supply the City with any and all information that may have been developed by the Consultant based on the GIS Data;

d. No Guarantee of Accuracy. The City makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use thereof; and

e. Discontinuation of Use. At such time as the Services have been completed to the satisfaction of the City, the Consultant shall cease its use of the GIS Data for any purpose whatsoever, and remove the GIS Data from all of the Consultant's databases, files, and records; and, upon request, an authorized representative of the City shall be afforded sufficient access to the Consultant's premises and data processing equipment to verify compliance by the Consultant with this Section 7.L.3.e.

SECTION 6. GENERAL PROVISIONS.

A. Amendment. No amendment or modification to this Agreement shall be effective until it is reduced to writing and approved and executed by the City and the Consultant in accordance with all applicable statutory procedures.

B. Assignment. This Agreement may not be assigned by the City or by the Consultant without the prior written consent of the other party.

C. Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the City, the Consultant, and their agents, successors, and assigns.

D. Notice. All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered (1) personally, (2) by a reputable overnight courier, or by (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of: (a) actual receipt; (b) one business day after deposit with an overnight courier, as evidenced by a receipt of deposit; or (c) four business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 8.D, each party shall have the right to change the address or the addressee, or both, for all future notices and communications to the other party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the City shall be addressed to, and delivered at, the following address:

City of Highland Park, Department of Public Works
1150 Half Day Road
Highland Park, Illinois 60035
Attention: Ron Bannon, Director

With a copy to:

Elrod Friedman, LLP.
350 North Clark Street, Second Floor
Chicago, Illinois 60654
Attention: Steven M. Elrod, Corporation Counsel

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

_____
_____
_____
_____

With a copy to:

_____
_____
_____
_____

E. Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the City.

F. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

G. Time. Time is of the essence in the performance of all terms and provisions of this Agreement.

H. Calendar Days and Time. Unless otherwise provided in this Agreement, any reference in this Agreement to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Agreement falls on a Saturday, Sunday, or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal holiday.

I. Governing Laws. This Agreement shall be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois.

J. Authority to Execute.

1. The City. The City hereby warrants and represents to the Consultant that the persons executing this Agreement on its behalf have been properly authorized to do so by its corporate authorities.

2. The Consultant. The Consultant hereby warrants and represents to the City that the persons executing this Agreement on its behalf have the full and complete right, power, and authority to enter into this Agreement and to agree to the terms, provisions, and conditions set forth in this Agreement and that all legal actions needed to authorize the execution, delivery, and performance of this Agreement have been taken.

K. Entire Agreement. This Agreement constitutes the entire agreement between the parties to this Agreement and supersedes all prior agreements and negotiations between the parties, whether written or oral, relating to the subject matter of this Agreement.

L. Waiver. Neither the City nor the Consultant shall be under any obligation to exercise any of the rights granted to them in this Agreement except as it shall determine to be in its best interest from time to time. The failure of the City or the Consultant to exercise at any time any such rights shall not be deemed or construed as a waiver of that right, nor shall the failure void or affect the City's or the Consultant's right to enforce such rights or any other rights.

M. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent shall be in writing.

N. Grammatical Usage and Construction. In construing this Agreement, pronouns include all genders and the plural includes the singular and vice versa.

O. Interpretation. This Agreement shall be construed without regard to the identity of the party who drafted the various provisions of this Agreement. Moreover, each and every provision of this Agreement shall be construed as though all parties to this Agreement participated equally in the drafting of this Agreement. As a result of the foregoing, any rule or construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

P. Headings. The headings, titles, and captions in this Agreement have been inserted only for convenience and in no way define, limit, extend, or describe the scope or intent of this Agreement.

Q. Exhibits. Exhibits A through ___ attached to this Agreement are, by this reference, incorporated in and made a part of this Agreement. In the event of a conflict between an Exhibit and the text of this Agreement, the text of this Agreement shall control.

R. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other rights, remedies, and benefits allowed by law.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have executed this Agreement this _____ day of _____, 20____.

ATTEST:

By: _____

Ashley Palbitska, Deputy City Clerk

CITY OF HIGHLAND PARK

By: _____

Ghida S. Neukirch, City Manager

ATTEST:

By:_____

Print Name:_____

Title:_____

CONSULTANT:

By:_____
Executing Officer

Print Name:_____

Title:_____

649609_v6

EXHIBIT A

PROPOSAL

[TO BE PREPARED BY CONSULTANT AND ACCEPTABLE TO CITY]

[SHALL INCLUDE SCHEDULE]



Request For Proposals

CROSS CONNECTION CONTROL PROGRAM MANAGEMENT SERVICES

City of Highland Park

May 11, 2026

AQUA BACKFLOW

847-742-2296

Contact: Tom Staroske – Tom@AquaBackflow.com

TABLE OF CONTENTS

Proposal Submittal

A. Cover Letter / Executive Summary..... 3

B. Project Approach – Scope of Services..... ..... 4 - 8

C. Service Team Qualifications & Experience.....9-12

D. References.....13-15

E. Project Schedule and Operational Plan..... 16

F. Cost and Review..... 17

AQUA BACKFLOW
Protecting your water supply from contamination ®
(847) 742-2296 ph (847) 214-9696 fax
www.AquaBackflow.com
www.TrackMyBackflow.com

Don Jensen - Superintendent of Water Production
City of Highland Park
1707 St Johns Ave
Highland Park, IL 60035

847-433-4355
djensen@cityhpil.com

Cover Letter / Executive Summary

Don Jensen,

Thank you for the opportunity to provide you with a guide to our professional services. Aqua Backflow's programs meet or exceed your RFP requirements for internet-based tracking programs that can be funded by those customers that created this expense and workload for you.

Each tracking program is unique and is set up to the specifications or requests of the water purveyor. Forms, educational material, and letters can be customized to your program. You also have unlimited 24/7/365 access to your real-time data, histories, site notes, tests, and more via your included secure online portal.

Aqua Backflow is a spin-off of a former 50+ year-old plumbing & backflow firm that was sold years ago. We incorporated two decades ago and have been meeting / exceeding our client's needs since inception. Our knowledge, professionalism, and experience spans decades. Unlike other CCC/Backflow Management firms, staff are comprised of licensed plumbers, backflow technicians & cross connection control experts, inspectors, military, former municipal personnel, software developers, IT and web professionals, and much more.

Aqua Backflow currently assists hundreds of water utility clients in over 28 states, including 50+ in Illinois. Of all our clients, the smallest has only 6 backflow preventers while our largest has well over 54,000. We are also tracking 5,000+/- certified testers nationwide, along with their test kits & test kit calibrations.

Conflict of interest? Not with Aqua Backflow. Unlike some firms that also operate backflow testing companies, we do not. We do not test, repair, or install backflow preventers. This makes local testers happy, as we are not 'competing' with them. We also do not refer customers to any specific tester. Rather, we have a backflow tester list with contact information and location mapping on our website for easy water customer access.

There can be no cost to you for our program - NOTHING! Utility-owned assembly tests are entered online by your tester at no charge. You can even lock in pricing for up to 3 years. We have never raised our prices above our standard rates! To the contrary, as we add more customers, we gain in efficiency. Cost of Living (Consumer Price Index) increases? NO! Increase our rates due to higher postage costs? NO!

Ask our water utility clients and/or backflow testers…Who has the best program, customer service, and pricing? Aqua Backflow does. We hear it all the time.

Sincerely,

Tom Staroske

Tom Staroske - Chief Operating Officer

Our data centers and Aqua Backflow meet SOC2 Type II **security** and compliance requirements. Data centers are HIPAA, HITRUST, & PCI certified and defended with biometrics. Our high-availability infrastructure eliminates any single point of failure. RAIN Architecture protects data should a node fail. Access to data is allowed via two-factor authentication. Cyber security policies and insurance are in place for your protection.



Unsolicited utility praises:

Tom, that makes total sense. I cannot thank you enough. I have heard a lot of opinions, different code interpretations, and some strange theories, but you tied the code to common sense. I will make sure we get this installation cleaned up to meet the code. *(A photo was sent to Aqua Backflow from the Village, a Code question was asked, and an explanation was provided by Aqua Backflow)*
Keith Steiskal, Building Official, Lombard, IL

I am very pleased with all of your work! Our program has improved ten-fold since we started partnering with you, and I can't wait to see it advance even farther as time goes on.
Jessica Caplinger - Program Manager, Fort Wayne City Utilities, IN

I am retiring out of the City of Pleasanton tomorrow. So, I wanted to take this opportunity to share my observations of your company. Outstanding is the first thing that comes to mind. I believe customer service is the key to making any business successful. You and your staff deliver that - the answering of the phone by a person, the quick turn-arounds on replies to emails, and your staff's patience answering questions for me, testers or backflow owners. Also, greatly appreciated is the simplicity of the user end of your web page. These items and more make it easy for me to provide recommendations about Aqua Backflow to other municipalities. Thank you for all that. - My best to you, your family and the company.
Scott Walker – Environmental Compliance Supervisor, Pleasanton, CA

Unsolicited backflow tester praise:

Just wanted to drop you a note to let you know how wonderful it is to deal with a company that has such good customer service. Everyone I have talked to is so nice and helpful. I couldn't do my job without them. Thanks for everything.
Ruth Stefl, Tim Stefl Inc. (Plumbing)

Customer service is perfect - Pleasure talking with customer service and very helpful - Aqua Backflow was the best of help when I was originally introduced to them. Everyone at your company has been great and very helpful, I just wish you would cover more areas because you are more reasonably priced than others and that helps with customer satisfaction. Please keep up the great quality service. Have a great day!
Mark Mueller, Choice Plumbing

Corporate Background…The Aqua Backflow Organization:

What differentiates our decades-old organization, programs, and services from others? Aqua Backflow has earned a nationwide reputation for proactive, innovative, and professional cross connection control services and program management. With over 50 years in the plumbing and backflow prevention industry, we have strived to develop programs that meet the needs of our customers, ensuring that you will receive the best possible services while conserving your, and your water customers' dollars.

While there are many attributes that set us apart from others in this industry, a few of these we consistently hear from our customer-partners include:

Customer Service = Customer Loyalty:

Our ability to customize to meet our customer's needs is unsurpassed. Aqua Backflow's team is consumer focused and result driven and as such, we customize services according to a client's needs & requirements rather than trying to make a client fit "our box." While Aqua Backflow is recognized as a leader in the industry, we maintain the "small company" approach to personalized service. Even though we are living in a society where names rarely matter, we feel it is important to know and build relationships with customers and we do that by continued contact and/or visits with our clients.

Telephone and email inquiries:

Our team does not use 'auto-reply,' nor do we have an Auto-Attendant for answering calls. All inquiries are answered immediately by one of our 12+ call center team members, who are all well-trained professionals. Callers do not get transferred from person to person.

Staff:

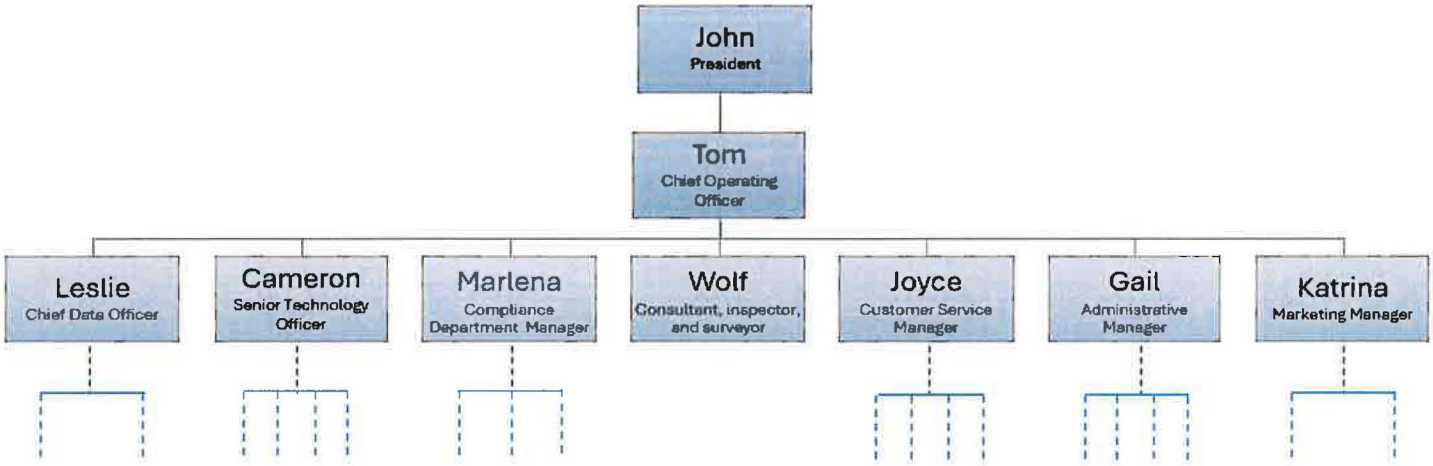
Aqua Backflow's office and field staff set us apart from our competition. Our average in-field of expertise time is 17+ years. Most have numerous cross connection control certifications for surveying, ordinance creation, and/or program management. All have been professionally trained in customer service, software programs, plumbing issues, and backflow prevention. Staff walk a fine line as strong and compassionate advocates for your water customers, while working to gain regulation compliance in order to protect your water distribution systems.

IT:

Aqua Backflow has a very strong internal IT department with programmers on staff, as well as long-term relationships with software, hardware, hosting, and web development professionals. This allows us to offer immediate problem solving solutions to any issues that may arise. Web hosting is provided by Zebrahost, and strict security, data safety, and multiple location data back-up policies are in place.

Some key professionals available for your project...

*Note that there are **many** more support staff members that are not listed*



John Skirmont - President
John earned his Bachelor of Science and Construction Management from Colorado State University and his certification of: Cross Connection Control Management; Cross Connection Control Survey and Inspection; and Cross Connection Control Ordinance and Organization from the University of Florida - TREEO Center. He has been a licensed plumber for over 25 years and an Illinois EPA Cross Connection Control Device Inspector for over 20 years.

Tom Staroske -Chief Operating Officer
Tom earned his certification of: Cross Connection Control Management; Cross Connection Control Survey and Inspection; and Cross Connection Control Ordinance and Organization from the University of Florida - TREEO Center, as well as Cross Connection Control Surveying from the University of Wisconsin - School of Engineering. He has been a licensed plumber for 40 years and has been performing Cross Connection Control Inspections for over 30 years. Tom is also certified by the Texas Commission on Environmental Quality (TCEQ) and the Illinois Environmental Protection Agency (IEPA) as a Backflow Prevention Assembly Tester. Tom has managed office and field personnel on backflow program management, inspections, installations, and repairs for well over 28 years.

Leslie Craig – Chief Data Officer
Leslie spent 4+ years as a US Navy diesel mechanic and is very experienced and knowledgeable with "hands-on" mechanical operations. She has held administrative positions where her responsibilities were to several senior managers. Prior to joining Aqua Backflow 16 years ago, Leslie worked in a local municipality for the finance director for over 5 years. She currently analyzes & scrutinizes all data daily, as well as assists clients with data uploads/downloads.

Joyce Anderson - Customer Service Manager
Joyce has been office manager and in charge of customer service and dispatch for several mechanical contractors for over 25 years. She has been with Aqua Backflow; assisting water purveyors, water customers, and licensed plumbers and testers with any questions they may have for the past 17 years. She also assists all testers and testing companies in the registration process and with their daily online data entry.

Cameron Staroske – Senior Technology Officer
With a Business Degree from Northern Illinois University as well as extensive training in Computer Sciences, Web Design, and Finance, Cameron oversees all technology team members and aspects of information technology, program/software development, program functionality, security, and web hosting.

Katrina Vega – Marketing Director and Assistant to the COO
Katrina has been with us for 5+ years and has received numerous awards for her outstanding customer service skills. Katrina holds a degree in marketing and has expertise in business. Her knowledge assists in keeping Aqua Backflow's presence as a leader in cross connection control programs.

Betsy Nelson – Sales Manager
Betsy recently joined Aqua Backflow's team, bringing a wealth of sales experience with her. With over 15 years of sales expertise, she has over 10 of those years being business-to-business sales. Betsy's focus is on educating water purveyors on their cross connection control program options and selecting the correct path forward for the utility.

Gail Manning – Administrative Manager
Gail has been with us for 10 years and comes from a strong customer healthcare service background. She creates and/or customizes all letters to the requests of the water purveyor and oversees mailing processing. Gail also maintains the organization of all records and assists water purveyor customers with bringing sites into compliance.

Marlena Wallis – Compliance Department Manager
Marlena has been with us for almost 5 years. She left for a short time for her family but asked us if she could return to our offices, as she enjoys the camaraderie and interaction with our clients. She previously was an integral part of our customer service team. Because of her experience, we chose to have her lead our Compliance Department, which assists water purveyors specifically with their compliance issues.

Wolfgang Staroske – Consultant, Inspector, and Surveyor
Wolf earned his certification of Cross Connection Control Management; Cross Connection Control Survey and Inspection; and Cross Connection Control Ordinance and Organization from the University of Florida – TREEO. He has been a licensed plumber & certified HVAC technician for over 40 years, and successfully managed firms specifically in plumbing and cross connection control.

Our Customers Service Team consists of 8 full-time qualified, trained, and educated support members that have extensive plumbing and cross connection control knowledge, as well as having expertise in state & local regulations, as well as navigating our easy-to-use software. Our offices are open and inquiries are answered 50+ hours per week, Monday through Friday.


TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

TOM STAROSKE

BACKFLOW PREVENTION ASSEMBLY TESTER


SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE

ENVIRONMENTAL RESOURCES TRAINING CENTER

Awards This Certificate to

Thomas Staroske

For Successful Completion of
ILLINOIS BACKFLOW SYMPOSIUM
Held on October 26, 2023 In Bloomington, IL


THE UNIVERSITY OF WISCONSIN SYSTEM

TOM STAROSKE

for successful completion of

Cross-Connection Control Surveying

January 5-7, 2011


UNIVERSITY OF FLORIDA

TREEO CENTER

Thomas Staroske

CROSS CONNECTION CONTROL PROGRAM MANAGER


Tom Staroske

Training Event | Training Dates | Contact Hours


Illinois EPA

Division of Public Water

Cross-Connection Control Device Inspector

Issued: 11/18/2020

THOMAS STAROSKE

058-109349

XC1001


UNIVERSITY OF FLORIDA

TREEO CENTER

Thomas Staroske

Cross – Connection Control: Ordinance and Organization

Certificate of Attendance


CERTIFICATE OF MEMBERSHIP

Tom Staroske

National Rural Water Association

NRWA


...professional trade magazine articles published nationwide:

AWWA NEWS

Online Backflow Tracking


UNIVERSITY OF FLORIDA

TREEO CENTER

Thomas Staroske

Cross – Connection Control: Survey and Inspection

June 23-24, 2009


University of Southern California

Tom Staroske

Understanding the Cross-Connection Control Policy Handbook

February 13, 2023

Absolutely unparalleled education, licensing, and certifications are held by many team members.

The examples shown are just for one specific individual.

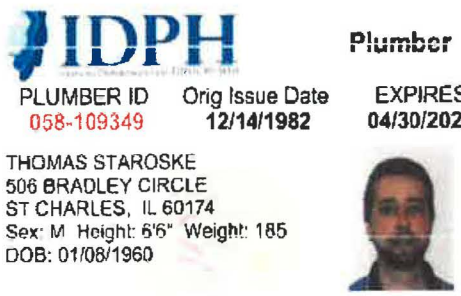
You cannot and will not find this level of cross connection control expertise with any other firm.


ILLINOIS DEPARTMENT OF PUBLIC HEALTH

NAME Thomas Staroske

LICENSE NUMBER 058-109349

20 23


IDPH

Plumber

PLUMBER ID	Orig Issue Date	EXPIRES
058-109349	12/14/1982	04/30/2027

THOMAS STAROSKE
506 BRADLEY CIRCLE
ST CHARLES, IL 60174
Sex: M Height: 6'6" Weight: 185
DOB: 01/08/1960

AQUA BACKFLOW

Cross Connection Control Management Services 847-742-2296

Population: 100,000
Backflow Preventers: 2,251
3+ year client

Population: 103,400
Backflow Preventers: 10,477
3+ year client

Population: 60,000
Backflow Preventers: 3,000
1 year client

Population: 41,600
Backflow Preventers: 2,000
5 year client

Population: 266,000
Backflow Preventers: 10,000
7+ year client

Population: 97,000
Backflow Preventers: 7,750
6+ year client

Population: 10,200
Backflow Preventers: 600
10+ year client

Population: 85,000
Backflow Preventers: 6,000
8+ year client

Population: 57,200
Backflow Preventers: 4,000
4+ year client

Population: 214,000
Backflow Preventers: 221 +
7+ year client

Population: 862,817
Backflow Preventers: 54,500
8+ year client

Population: 82,400
Backflow Preventers: 3,077
8+ year client

Population: 32,300
Backflow Preventers: 1,275
6+ year client

Population: 145,536
Backflow Preventers: 12,447
2+ year client

Population: 118,000
Backflow Preventers: 6,724
10 year client

Population: 105.455
Backflow Preventers: 15,000+
New 2026 client

Population: 350,000
Backflow Preventers: 14,034
2.5+ year client

Population: 26,600
Backflow Preventers: 1,800
10 year client

Population: 7,500
Backflow Preventers: 5,000
5+ year client

Population: 47,200
Backflow Preventers: 3,362
8+ year client

Highland Park, IL

ACTIVITY	June 1, 2026 July 1, 2026 SCHEDULE (in weeks)												
	1	2	3	4	5	6	7	8	9	10	11	12	13
Contract receipt, P.O. or similar from Utility	X												
Apply for and receive local licensing (if applicable)	X												
Creation of customer notices, brochures, etc.	X	X	X										
Accept all faxed, emailed & USPS test results until start-up	X	X	X										
Water & backflow database receipt from Utility	X												
Creation of Utility's new database & program		X	X										
Notification to local testers of new program	X	X											
Telephone, email, and webinars training for testers		X	X	X	X	...							
Telephone, email & webinars training for utility staff			X	X	X	...							
Newsletter, newspaper, and web articles provided to utility			X										
Initial "Test Due" notifications sent to customers			X										
Implementation of online tracking program				X									

We have included this implementation plan as a courtesy. Please recognize however, that Aqua Backflow can customize this schedule, shorten, or lengthen it as needed, depending mostly on receipt of your data and approvals from you of our customer education and notifications.

During implementation, Aqua Backflow will work closely with your Utility contact person(s). Our implementation team will work to ensure that all items are transitioned smoothly. Conference calls, webinars, and on-site meetings (if needed) can be arranged upon request. While many items can be completed in a short period of time, the recommended timeline is shown above with additional information below.

Within 10 days of program agreement approval:

- Aqua Backflow will receive, review, and sign an agreement for your professional cross connection control program services.
- We will supply you with a current copy of our insurance coverage certificate.
- We will work with you for the creation of any specific features and/or functions that are not already included in our proposed base program
- We will receive electronic data from you pertaining to your water customer database as well as an electronic backflow preventer database. This data is easily accessed through your current vendor's website.
- We will receive paper documents (test results) from you that have not yet been entered into your electronic database
- We will receive your electronic logo and/or letterhead from you as you would like it to appear in your letters & envelopes.
- Custom features, letters, notifications, educational material, news briefs and articles, and more will have been created by us for approval by your team.
- We will have notified, registered, and trained local testers on your new program features, procedures, and online access.

Once utility data has been scrubbed and uploaded, we will meet with and train the utility team about your portal access, features, and functionality.

Test Due notifications, including educational items, begin mailing shortly before the month that your online program tracking begins, to those backflow preventer sites where tests are due in that upcoming month.

*** Population:** 31,000 *** Total Water Connections:** 11,000 *** Non-Residential Connections:** 2,000

*** Total Backflow Preventers:** 4,400 *** Total Water Utility-Owned Backflow Preventers:** 80

►***BASE PROGRAM:*** ..... Purveyor Annual Cost .....$ 0.00

BASE PROGRAM includes: Notifications, educational material, creation of database, software, maintenance, secure online water purveyor dashboard with full real-time data access, and much more! *Also includes:* Tracking all backflow preventers, testers, testing companies, test kits & calibrations, etc. for annual certifications.

Base program is **tester funded** whereby testers pay $9.95 per test submission entered online.

Our most popular option!

►1-3 year contract: *Initial here* _____ *to accept Base Program for* _____ *years*

SAMPLE OPTIONS

Based on the quantities shown above. Other options are available

OPTION #1: Tester funded & Certified Letters - *Initial here* _____ *to add $2.00 to the filing fee & accept this option for* _____ *years*
►*Includes BASE PROGRAM above* ***PLUS*** *all necessary 3rd notices (for non-compliant) will be sent via certified mail*
Testers pay ($ 11.95ea) for entering test results online..... Purveyor Annual Cost .....$ 0.00

OPTION #2: Tester funded & Revenue Generator - *Initial here* _____ *to accept this option at $*_____ *for* _____ *years*
►*Includes BASE PROGRAM above*
EX: Testers pay ($ 18.95ea) for entering test results online.....Estimated Purveyor Annual REVENUE $ 39,600.00

Any amount can be used as a tester fee. The water purveyor selects the fee to be implemented. Amounts above our $9.95 fee can be utilized to help cover other purveyor administrative costs and can be 'banked' or returned via check, funds transfer, or similar to the water purveyor monthly, quarterly, or annually. Can be utilized on Base Program, Option #1, or other options

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OPTION #3: Utility & Tester funded - *Initial here* _____ *to accept this option for* _____ *years*
►*Includes BASE PROGRAM above [Water purveyor pays $5.00 (or ?) for each test result entered. – invoiced monthly]*
Testers pay [$ 4.95 (?)] for entering test results online..... Estimated Purveyor Annual Cost $ 22,000.00

OPTION #4: Utility funded - *Initial here* _____ *to accept this option for* _____ *years*
►*Includes BASE PROGRAM above* *[Discounted to a $9.50ea fee when paid monthly via check or EFT]*
Testers pay ($ 0.00ea) for entering test results online.....Estimated Purveyor Annual Cost $ 41,800.00

Mailed Surveys: (required triennially by the IEPA) ***Initial here to accept this service and to be invoiced:*** _____

Post card mailed and tracked by Aqua Backflow. Surveys are entered online at TrackMyBackflow.com..... $ 1.00 ea

OR

Initial here____to have us charge an $11.95 all-inclusive online fee for 3 years. Includes tracking, surveys, & survey follow-ups!

This option results in a 100% IEPA compliant program at no cost to you, the water purveyor!

Our process is completely automated & includes follow-up notices being sent based on survey responses.

Costs and revenues are estimated and are based on the quantity of tests entered each month

Notes:
- Other than what is noted on this page, there are no start-up, program, registration, tester, or filing fees.
- Water purveyor-owned backflow preventers do not incur <u>any</u> data entry filing fee.

Aqua Backflow recommends Base Program or Options #1 - #2*, as your annual cost will never change. Realize that any utility-funded program may see an increase in costs as more backflow preventers are found and placed into the system*

* = Quantities are estimated

Backflow Preventer, Irrigation, or FOG Tracking at absolutely no cost to you – NOTHING!

*minimum quantity required

- Are your Cross Connection Control, Irrigation Audit, or FOG tracking programs suffering due to lack of funding?
- Is your staff already overworked because of a manpower freeze or reduction?
- Have you always known requirements for CCC, FOG, or IRR programs but never had $?

WHAT ARE YOU WAITING FOR?

Public, Tester, & Staff Education

Ordinance & Policy Review

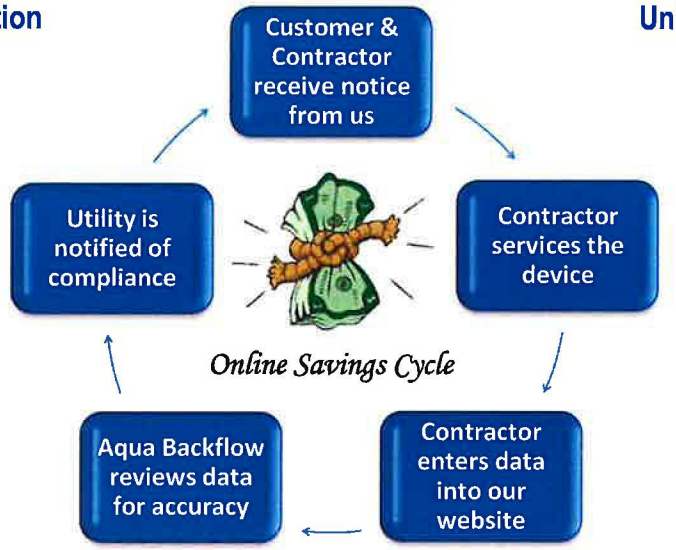
Consultations

Training

Site Inspections

Secure and Safe

Online CCC Programs



Unique User Online Dashboard

Simple Online Submission

Tester-Friendly

Eco-Friendly

Purveyor-Friendly

Online IRR Programs

Online FOG Programs

NO SOFTWARE TO BUY
NO SOFTWARE UPGRADES
NO ANNUAL SOFTWARE FEES
NO PAPERWORK TO FILE
NO OFFICE STAFF REQUIRED

NO HEALTH BENEFITS TO PAY
NO PENSION BENEFITS TO PAY
NO VEHICLE TO PURCHASE
NO FUEL TO PAY FOR
NO POSTAGE COSTS

NO ENVELOPES OR LETTERHEAD
NO FORMS TO CREATE
NO ONGOING EDUCATION COSTS
NO LICENSING OR CERTIFICATION
NO .....

866-777-2124

AQUA BACKFLOW

Protecting your water supply from contamination ®

AquaBackflow.com TrackMyBackflow.com TrackMyFOG.com BackflowCases.com



'INTRODUCTION' SAMPLE
This can be an envelope stuffer along with a trifold

Richard Nelson
City of Galesburg
920 W Main St
Galesburg, IL 61401

RE: CROSS CONNECTION CONTROL PROGRAM

Dear Sir/Madam:

The City of Galesburg has contracted with Aqua Backflow to help manage its Cross Connection Control Program. Our Cross Connection Control Program is mandated by State of Illinois Plumbing Code and the Illinois Environmental Protection Agency (IEPA). This program is designed to protect public health and to protect the City's public water supply.

Aqua Backflow may be sending correspondence to you soon in regards to our program. It may be for backflow preventer tests that are due, or for other program related items.

The City of Galesburg may also conduct mailed surveys and/or random site inspections from time to time. The focus of an inspection and/or survey is to identify any existing or potential cross connections between drinking water and non-potable systems, catalog existing backflow prevention assemblies, and verify that the backflow preventers have been tested within the past year.

The City of Galesburg appreciates your cooperation with Aqua Backflow regarding requests for information or when you receive a mailed survey. If you have any questions related to the program, please contact Aqua Backflow at 847-742-2296 or the City of Galesburg at 309-345-3649.

Thank you again for your cooperation with Aqua Backflow and for helping to keep our drinking water safe.

Sincerely,

Richard Nelson

Richard Nelson
Water Superintendent
City of Galesburg

LOCAL NEWS BRIEF **SAMPLE**

Cross Connection Control (Backflow) Program

Warrenville, IL – The City of Warrenville has elected to move forward with an eco-friendly online cross connection control (backflow preventer) tracking program. The Illinois Environmental Protection Agency (IEPA) requires every water supplier to develop and implement a comprehensive cross connection control program for the elimination of existing cross connections and prevention and protection from all future cross connections.

Backflow preventers may be found at any number of locations on your water systems. Typically, most commercial customers will have backflow preventers just after the water meter and also on wet fire protection systems. They may also have lawn irrigation systems which require backflow protection. Note too, that there may be other water connections throughout commercial or industrial facilities that also require backflow protection.

Residential backflow preventers may exist or be required on lawn irrigation systems, wet fire protections systems, hot water heating (boiler) systems, swimming pool fills, water features, etc. Backflow preventers may also be required if there is another water source on the site such as a well, pond, river, etc.

Backflow preventers are the property of the water customer and the responsibility lies with the customer for annual testing and maintenance. The water customer must contract with a licensed tester to perform the required annual tests. Most local plumbers are certified to test backflow preventers.

The contractor hired to implement and oversee Warrenville's backflow program is the specialized firm of Aqua Backflow, located in nearby Elgin. Aqua Backflow can be reached at 847-742-2296 with any questions. Warrenville's Public Works can be reached at 630-836-3051

The Warrenville Cross Connection Control Program is designed to safeguard public health. We ask for your cooperation with our program, its enforcement, and any requests for information that come from Aqua Backflow or City staff.

(LOCAL NEWS BRIEF) SAMPLE

Cross Connection Control Notice:

LAWN SPRINKLERS – Federal, state, and local regulations require every municipal water supplier to develop, implement, and maintain a comprehensive Cross Connection Control program designed to safeguard the public water supply.

Cross connections are sometimes protected by a valve called a backflow preventer. Backflow preventers are the property of the water customer and the responsibility lies with the customer for required annual testing and maintenance. The water customer must contract with a licensed tester to perform the required annual tests and any necessary repairs. Most plumbing contractors and irrigation firms are certified to test backflow preventers. Please realize that there are costs associated with testing and maintaining backflow preventers.

Backflow preventers may be found at any number of locations on your water systems. Typically, commercial & industrial customers will have backflow preventers just after the water meter and also on wet fire protection systems. Lawn irrigation systems or other water connections throughout their facilities may also have or require backflow protection.

Residential backflow preventers may be found on lawn irrigation systems, wet fire protection systems, hot water heating (boiler) systems, swimming pool fills, water features, etc. Backflow preventers may also be found or required if there is another water source on the site such as a well, pond, river, etc.

Lawn sprinkler systems will be starting up soon. Plumbing Code and state regulations require that your backflow preventer be tested annually upon system start-up and/or when a backflow preventer is re-installed every season.

Aqua Backflow has been hired by your utility to assist with administering the backflow program. They specialize in cross connection control management. If you have or require backflow protection, you may be notified by them for compliance (testing, repairs, installations, inspections, or surveys). Aqua Backflow can be reached at 847-742-2296 with any questions. Aqua Backflow **does not** test, install, or repair backflow preventers.

Remember that Connection Control programs are designed to safeguard public health. We ask for your cooperation with our program, its enforcement, and any requests for information that come from Aqua Backflow or Utility staff.

Aqua Backflow, Inc.
Cross Connection Control Operations
977 Elizabeth Street
Elgin, IL 60120

PH: 847-742-2296
EMAIL: info@aquabackflow.com

Harrison
Arkansas

Backflow Prevention Assembly Test(s) Request

John Doe
123 Main St
Anytown, USA 60123

Site Id: 3061920
John Doe

123 Main St
Sample, WY 00000

Notice Date: 06/30/2015

Dear Water Customer:

Your test anniversary date is approaching. As required by Federal, State, and Local regulations, backflow preventer(s) located on your water system should be tested regularly. The City of Harrison utilizes its Cross Connection Control Program to help keep our drinking water safe.

The responsibility lies with the water customer to hire a certified backflow tester. Most plumbing contractors are certified to perform these services. A tester list is available under the Resources tab at TrackMyBackflow.com.

After testing your backflow preventer(s), your tester should enter the test results through the website of TrackMyBackflow.com. Please be sure to pay your tester promptly, so he/she does not hold your test(s) due to non-payment. Late data entries may result in you receiving a non-compliance letter from us. Your test submission status can be viewed under the Resources tab at TrackMyBackflow.com. Click My Backflow and enter the requested information.

You can contact Aqua Backflow with questions by emailing info@AquaBackflow.com or calling 847-742-2296. Aqua Backflow was hired by the City of Harrison to assist with Cross Connection Control operations, but does not test, repair, or install backflow preventers.

*** PLEASE GIVE YOUR SITE ID # TO YOUR TESTER ***

Thank you for your cooperation.

Hazard ID	Test Due	Size	Model	Serial	Service/Location
3403021	07-31-2015	1	800M4	657078	Please Identify / Please identify location

Last tester on record: ABC Testing, 847-742-2296

Aqua Backflow, Inc.
Cross Connection Control Operations
977 Elizabeth Street
Elgin, IL 60120

PH: 847-742-2296
EMAIL: info@aquabackflow.com

Backflow Prevention Assembly Test(s)
- Reminder Notice -

John Doe
123 Main St
Anytown, USA 60123

Site Id: 3061920
John Doe

123 Main St
Sample, WY 00000

Notice Date: 06/30/2015

Dear Water Customer:

The test anniversary date for backflow prevention assembly or assemblies at your property has now passed. To date, we have not received confirmation of successful tests being performed. As required by Federal, State, and Local regulations, backflow preventer(s) located on your water system should be tested regularly to ensure they are protecting our water system as intended. More information on testing requirements for backflow prevention assemblies and the Village's Cross Connection Control Program can be found on the Village website at www.tequesta.org/116/Water-Utilities.

The Village has partnered with Aqua Backflow to assist with Cross Connection Control operations; however, they do not test, repair, or install backflow preventers. The responsibility to hire a certified backflow tester lies with the water customer. A list of local testers is available under the Resources tab at TrackMyBackflow.com, in local phone directories, or through an internet search.

After testing your backflow preventer(s), your tester should enter the test results through the website of TrackMyBackflow.com. Please be sure to pay your tester promptly, so he/she does not hold your test(s) due to non-payment. Late data entries may result in you receiving a non-compliance letter from us. Your test submission status can be viewed under the Resources tab at TrackMyBackflow.com. Click My Backflow and enter the requested information.

If testing compliance is not met, the Village may take further action including penalties, fines, or termination of your water service.

Thank you for your cooperation in keeping our water system safe together. If you have any questions related to the program, please contact Aqua Backflow at 847-742-2296 or by emailing info@AquaBackflow.com.

*** PLEASE GIVE YOUR SITE ID # TO YOUR TESTER ***

Hazard ID	Test Due	Size	Model	Serial	Service/Location
3403021	07-31-2015	1	800M4	657078	Please Identify / Please identify location

Last tester on record: ABC Testing, 847-742-2296

Aqua Backflow, Inc.
Cross Connection Control Operations
977 Elizabeth Street
Elgin, IL 60120

PH: 847-742-2296
EMAIL: info@aquabackflow.com

Gilbert Summit
Rural Water District

Backflow Prevention Assembly
- TEST FAILURE NOTICE -

John Doe
123 Main St
Anytown, USA 60123

Site Id: 3061920
John Doe

123 Main St
Sample, WY 00000

Notice Date: 06/30/2015

Dear Water Customer:

Gilbert-Summit Rural Water District (Gilbert-Summit RWD) enforces its Cross Connection Control Program to keep our drinking water safe. Backflow preventer(s) located on your water system must be tested, repaired, and/or replaced regularly.

According to recent test results, your backflow preventer has failed and requires repair or replacement.

It is the responsibility of the water customer to hire a certified backflow tester, repair technician, and/or installer. Most plumbing contractors are certified to perform these services. A tester list is available under the Resources tab at TrackMyBackflow.com.

Your backflow tester must enter repairs made, passing test results, and/or replacement information through the website of TrackMyBackflow.com immediately upon completion of testing.

You have 15 days from the date of this letter to fulfill your obligation. If compliance is not met, your Utility may take further action, which may include penalties, fines, or termination of your water supply.

You can contact Aqua Backflow with questions by emailing info@AquaBackflow.com or calling 847-742-2296. Aqua Backflow was hired by Gilbert-Summit RWD to assist with Cross Connection Control operations, but does not test, repair, or install backflow preventers.

*** PLEASE PROVIDE YOUR SITE ID # TO YOUR TESTER ***

Thank you for your cooperation.

Service: Domestic
Hazard ID # 3403021
Location: Mech room

Aqua Backflow, Inc.
Cross Connection Control Operations
977 Elizabeth Street
Elgin, IL 60120

PH: 847-742-2296
EMAIL: info@aquabackflow.com

CITY OF ALLEN

Backflow Prevention Assembly Installation Due

John Doe
123 Main St
Anytown, USA 60123

Site Id: 3061920
John Doe

123 Main St
Sample, WY 00000

Notice Date: 06/30/2015

Dear Water Customer:

A Cross Connection Control (Backflow) program is required by Federal, State and Local regulations. Backflow preventers are necessary on your water system(s) and regulations are enforced to keep our drinking water safe.

Please install the backflow preventer(s) as listed below. A successful installation should be completed by a certified backflow installer. Permits may be required. If compliance is not met, your Utility may take further action which may include penalties, fines, or termination of your water supply.

Upon completion of the installation, your tester must file test results on our TrackMyBackflow.com website.

You can contact Aqua Backflow with questions by emailing info@AquaBackflow.com or calling 847-742-2296. Aqua Backflow was hired by the City of Allen to assist with Cross Connection Control operations, but does not test, repair, or install backflow preventers. Your City of Allen contact is Victor Eugene Varieur, Backflow Inspector, at 214-509-3124.

Thank you for your cooperation.

Service: Please Identify
Hazard ID # 3403021
Install Due Date: 07-15-2015
Install a Reduced Pressure Zone (RPZ) backflow preventer
Forward proof of installation and test results to Aqua Backflow

---

Aqua Backflow, Inc.
Cross Connection Control Operations
977 Elizabeth Street
Elgin, IL 60120

PH: 847-742-2296
EMAIL: info@aquabackflow.com

Backflow Prevention Assembly Installation Due
- FINAL NOTICE -

John Doe
123 Main St
Anytown, USA 60123

Site Id: 3061920
John Doe

123 Main St
Sample, WY 00000

Notice Date: 08/15/2015

Dear Water Customer:

A Cross Connection Control (Backflow) program is required by Federal, State and Local regulations. Backflow preventers are necessary on your water system(s) and regulations are enforced by the City of Alvin to keep our drinking water safe.

You were previously notified of your obligation to have backflow preventer(s) installed at your site. To date, we have not received confirmation of a successful installation being performed.

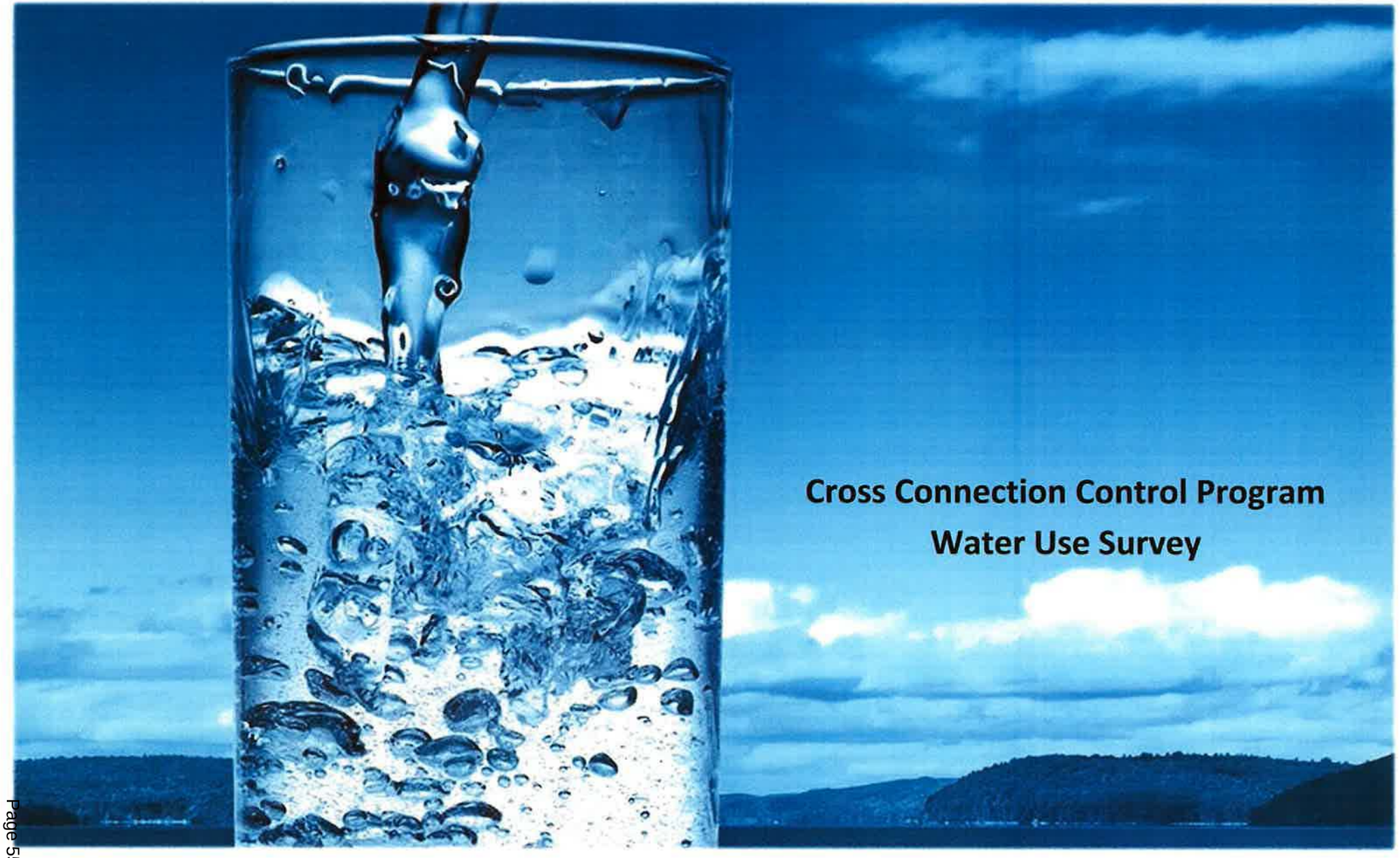
Please install the backflow preventer(s) as listed below. A successful installation should be completed by a certified backflow installer. Permits may be required. Confirmation of installation(s) and test results shall be forwarded to us within 15 days of the date of this letter. If compliance is not met, your Utility may take further action which may include penalties, fines, or termination of your water supply.

You can contact Aqua Backflow with questions by emailing info@AquaBackflow.com or calling 847-742-2296. Aqua Backflow was hired by the City of Alvin to assist with Cross Connection Control operations, but does not test, repair, or install backflow preventers.

Thank you for your cooperation.

Service: Please Identify
Hazard ID # 3403021
Install Due Date: 07-15-2015
Install a Reduced Pressure Zone (RPZ) backflow preventer
Forward proof of installation and test results to Aqua Backflow

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Cross Connection Control Program
Water Use Survey

The Village of Glenview

2500 East Lake Avenue
Glenview, IL 60026

IMPORTANT - PLEASE COMPLY

Water Use Survey - Cross Connection Control Program

The Village of Glenview supplies millions of gallons of safe, clean water every day to our customers. Our water quality exceeds the standards established by the United States Environmental Protection Agency (EPA) and Illinois Environmental Protection Agency (IEPA) Regulations.

Per the IEPA, we are required to conduct a survey of all water customers triennially to help protect the public water systems.

Our program management firm, Aqua Backflow, has helped us with our green initiative and created an eco-friendly online survey form for you to complete. It takes only a few moments and there is no cost to you.

Please scan the QR code or visit TrackMyBackflow.com – Water Use Survey within 30 days. Enter your Site ID # **«SiteID»** and complete the survey.

If you have any questions or are unable to complete it online, please contact Aqua Backflow at 847-742-2296 or info@aquabackflow.com.

THANK YOU for your cooperation and assistance in keeping our water safe!

SITE ID #: **«SiteID»**
SITE ADDRESS: «Address», «City», «State» «Zip»

CURRENT OCCUPANT OR

«Contact»
«Company»
«Address»
«City», «State» «Zip»

EPA requirements, Plumbing Codes, State regulations, AWWA M-14, and more ALL have requirements regarding the safety of the water that you supply to your residents & businesses in your city, town, village, county, township, re-seller, water authority, etc.

…public water users must have their sites inspected…existing backflow assemblies must be tested regularly by a certified tester…an approved cross connection control program shall be in place…

Municipalities, Townships, Cities, Villages, Counties, Public Water Districts, Water Boards, Military…Serving all businesses and residents!

Aqua Backflow includes the expertise of licensed Cross Connection Control Inspectors, Testers, and Program Managers with decades of backflow experience, an ongoing continuing education program, as well as a fully trained support staff. The Department of Public Health, the Environmental Protection Agency (EPA), and several State organizations oversee our licensing.

Aqua Backflow experts have the knowledge, up-to-date computer software, experience, and GPS tracking to implement a Cross Connection Control and/or F.O.G. Program to meet your specific needs. Let us customize a program to work within your budget and compliment your existing program or implement a new program for you.

- Management Services –
Online Programs Available
- Consultations - Mailings –

Call us for a free consultation!

Proudly serving Water Utilities and the Military across the United States

AQUA BACKFLOW
Cross Connection Control Management Services
Phone (866) 777-2124
Email: Info@AquaBackflow.com

www.BackflowCases.com
www.AquaBackflow.com
www.TrackMyFOG.com
www.TrackMyBackflow.com

Water Utility trifold education

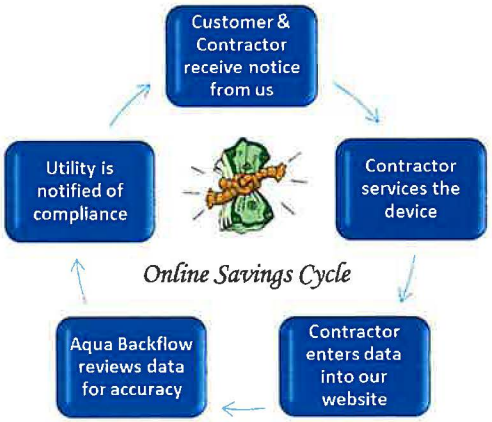
AQUA BACKFLOW
Protecting your water supply from contamination®

CROSS CONNECTION CONTROL & F.O.G. MANAGEMENT SERVICES

- **ORDINANCE REVIEW**
- **CONSULTATIONS**
- **PUBLIC EDUCATION**
- **BROCHURES**
- **MAILED SURVEYS**
- **SITE INSPECTIONS**
- **CUSTOMIZED MAILERS**
- **COMPLIANCE TRACKING**
- **ONLINE PROGRAMS**

www.TrackMyBackflow.com
www.TrackMyFOG.com





No cost to you for our online tracking programs!

What are you experiencing:

- Budget Cuts?
- Staffing Reductions?
- Lower Revenue?
- Computer Hardware/Software Issues?
- Stacks of Paperwork on your desk?

Let our online programs lighten your workload *and* possibly even create a new revenue stream!

Low-cost programs with high-end results.

Our pricing is very competitive, and your program will cost you less than running it in-house!

Do you have the pictured assemblies throughout your community?

If so, are you tracking them?





If you're not tracking these, are you accepting full responsibility for a contamination event?

What is a Cross Connection?

A cross connection is any connection between a potable (drinking) water supply system and any source of "non-potable" or "non-drinkable" liquid, solid, or gas. Under certain circumstances, a "non-drinkable" substance could either be pulled or pushed into the drinking water supply. This is called backflow.

Backflow can reverse the flow of water or other substances into the public or private water system, resulting in chemicals or contaminants getting into the drinking water. In other words, the water is flowing in the opposite direction from what it is intended.

Testimonials:

It is my opinion that the entire staff at Aqua Backflow has been very professional, and your company has been doing an outstanding job for us. I personally would recommend your company to anyone looking for your services.

…Very good reports - told us exactly what we needed…more than expected.

It is absolutely delightful to call Aqua Backflow and get personalized assistance…

…we would recommend Aqua Backflow be used by every municipality to protect the health of their residents.

Just wanted to drop you a note to let you know how wonderful it is to deal with a company that has such good customer service.

Water Customer trifold education

City of Calera
Cross Connection Control Program

The City of Calera proudly supplies millions of gallons of safe, clean water every day to our customers. Our water quality exceeds the standards established by the United States Environmental Protection Agency (EPA) and Alabama Department of Environmental Management (ADEM).

Congress established the Safe Drinking Water Act in 1974 to protect human health from contaminants in the drinking water.

ADEM Regulations and Alabama Plumbing Codes require every water supplier to develop and implement a comprehensive cross connection control program for the elimination of all existing cross connections and the prevention of all future cross connections.

Calera's Cross Connection Control Program is designed to safeguard public health. We ask for your cooperation with our program and its enforcement.

CBBP



Carbonated Beverage Backflow Preventer

AVB



Atmospheric Vacuum Breaker

The City of Calera has contracted with ***Aqua Backflow*** to assist with the Water Utility's Cross Connection Control Program.

Aqua Backflow may contact you to request information, require a backflow test, or more. Your cooperation and courtesy is appreciated as we perform the required tasks for a complete cross connection control program. Please note that you may be asked to test or install backflow protection where needed in accordance with Alabama Plumbing Code.

Let's keep our drinking water safe.

AQUA BACKFLOW

977 Elizabeth Street
Elgin, IL 60120
Phone (847) 742-2296

www.AquaBackflow.com
www.TrackMyBackflow.com

For backflow stories, please visit
www.BackflowCases.com

City of Calera
7901 Highway 31
Calera, AL 35040
(205) 668-3870

Important information from the City of Calera regarding the safety of your water supply!

City of Calera
7901 Highway 31
Calera, AL 35040

City of Calera Water Customer

What is a Cross Connection?

Plumbing cross-connections are defined as actual or potential connections between a potable and non-potable water supply. This may cause a backflow condition or a serious health hazard to occur.

What is Backflow?

Backflow is when the water in your pipes (the pipes after the water meter) goes backward (the opposite direction from normal flow). There are two situations that can cause a backflow condition.

"Back Pressure" – a pressure greater than the supply pressure that may cause backflow.
(High-pressure boiler or pressure washer)

"Back Siphonage" – the creation of a backflow as a result of negative pressure.
(Water main break or use of fire hydrants)

Along with the required backflow preventers and their regular maintenance, site inspections or surveys may be performed at properties that present a potential hazard to our water systems:

* *External* ("site", or "containment") – to protect the City's water supply from cross connections on the customer's premises.

* *Internal* ("hazard", or "isolation") – to protect the customer from potentially hazardous cross-connection in their own system.

DuC



Dual Check w/vent

RPZ



Reduced Pressure Zone

VB



Vacuum Breaker
(for hose connections)

DuC



Dual Check
(coffee, tea, etc)

DuC



Dual Check
(for lab& kitchen faucets)

What is considered a potential hazard?

Cross-connections can occur at many points throughout a distribution system and a community's plumbing infrastructure. Cross-connections can be identified by looking for physical interconnections (or arrangements) between a customer's plumbing and the water system. Some examples of backflow incidents that occur are:

►Chemicals backflowing (back-siphoning) through a hose into indoor plumbing.

Over ½ of the nations cross-connections are from unprotected garden hoses!

►Carbonated water from a restaurant's soda dispenser entering a water system due to backpressure.

►Back siphonage of chemicals from industrial buildings into distribution system mains.

►Backflow of boiler corrosion control chemicals into a building's water supply.



There are numerous, well-documented cases where cross-connections have been responsible for contaminating drinking water, and have resulted in the spread of disease. The problem is a dynamic one, because piping systems are continually being installed, altered, or extended.



November, 2011 – Columbia, SC:

(WLTX) News19 anchor Andrea Mock discovered her home was missing an irrigation system backflow preventer after brown water ran through her tap. When DHEC came to test her water, they found an elevated level of 2, 4, D, an herbicide. Mock said, "As soon as I found out we didn't have this part, I called DHEC because I wanted to see what we had been drinking. And that test would only show what was in the water on that particular day. There's no telling what we might have consumed over the past five years. Without this part, anything we put on our grass had the potential to come into our water."

PVB



Pressure Vacuum Breaker

DC



Double Check Valve

Did you know...

Your water can become contaminated if connections to your plumbing system are not properly protected!

The purpose of the local Cross-Connection Control Program, as required by State Plumbing Code and Regulations, is to ensure that everyone in the community has safe, clean drinking water.

Public Health & Safety....

To avoid contamination, backflow preventers are required by state plumbing codes wherever there is an actual or potential hazard for a cross-connection. The Wisconsin Department of Natural Resources requires all public water suppliers to maintain an on-going Cross-Connection Control Program involving public education, onsite inspections, and possible corrective actions by building owners if required.

More Information

WI Department of Safety and Professional Services (formerly DOC)
www.dsps.wi.gov

WI Department of Natural Resources
www.dnr.wi.gov

Environmental Protection Agency (EPA)
www.epa.gov

Cross-Connection Control / Backflow Prevention
www.AquaBackflow.com

Mark Simon
Water Superintendent
19700 Riverview Drive
Brookfield, WI 53045
(262) 796-6717

CITY OF BROOKFIELD

Drinking Water Information



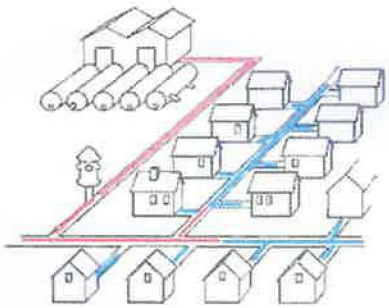
City of Brookfield Water Utility
19700 Riverview Drive
Brookfield, WI 53045

Water Customer trifold education



Residential Water User Cross-Connection Hazards

Bathrooms & Kitchens



We're All Connected.....

Maintaining the integrity of your public drinking water system.

What is a Cross-Connection?

A cross-connection is an actual or potential connection between the safe drinking water (potable) supply and a source of contamination or pollution. State plumbing codes require approved backflow prevention methods to be installed at every point of potable water connection and use. Cross-Connections must be properly protected or eliminated.

How does contamination occur?

When you turn on your faucet, you expect the water to be as safe as when it left the treatment plant. However, certain hydraulic conditions left unprotected within your plumbing system may allow hazardous substances to contaminate your own drinking water or even the public water supply.

Water normally flows in one direction. However, under certain conditions, water can actually flow backwards; this is known as Backflow. There are two situations that can cause water to flow backward: back siphonage and backpressure.

Backsiphonage

May occur due to a loss of pressure in the municipal water system during a fire fighting emergency, a water main break or system repair. This creates a siphon in your plumbing system which can draw water out of a sink or bucket and back into your water or the public water system.

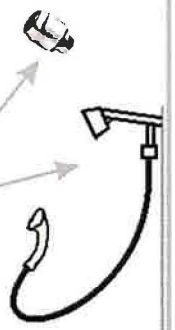
Backpressure

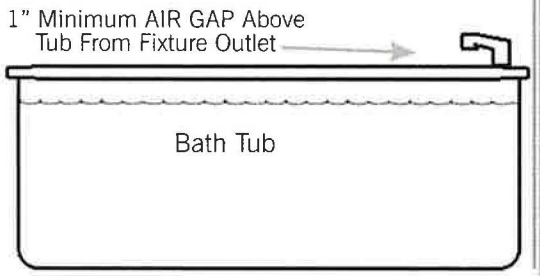
May be created when a source of pressure (such as a boiler) creates a pressure greater than the pressure supplied from the public water system. This may cause contaminated water to be pushed into your plumbing system through an unprotected cross-connection.

In the Bathroom - Hand Held Shower Fixture

The hand held shower fixture is compliant if:

- When shower head is hanging freely, it is at least 1" above top of the flood level rim of the receptor (tub)
- Complies with **ASSE#1014**
- Has the **ASME code 112.18.1** stamped on the handle



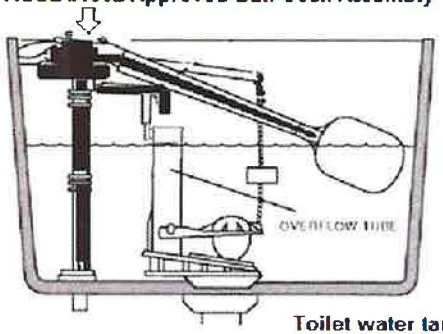


In the Bathroom - Toilet Tanks

There are many unapproved toilet tank fill valve products sold at common retailers which do not meet the state plumbing code requirements for backflow prevention.

- Look for the **ASSE #1002** Standard symbol on the device and packaging
- Replace any unapproved devices with an **ASSE #1002** approved anti siphon ball-cock assembly. Average cost is typically $12 to $22 at home improvement stores
- Verify overflow tube is one inch below critical level (CL) marking on the devce

ASSE #1002 Approved Ball Cock Assembly



Toilet water tank

Insights to protect your drinking water

Do...

- Keep the ends of hoses clear of all possible contaminants.
- Make sure dishwashers are installed with a proper "air gap" device.
- Verify and install a simple hose bibb vacuum breaker on all threaded faucets around your home.
- Make sure water treatment devices such as water softeners have the proper "air gap", which is a minimum of one inch above any drain.

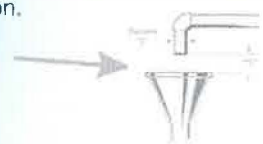
Hose bibb Vacuum Breaker



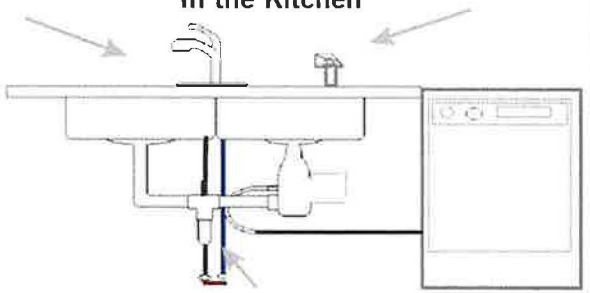
Don't...

- Submerge hoses in buckets, pools, tubs, sinks or ponds.
- Use spray attachments without a backflow prevention device.
- Connect waste pipes from water softeners or other treatment systems directly to the sewer or submerged drain pipe. Always be sure there is a one inch "air gap" separation.

Air Gap



In the Kitchen



Hoses and water treatment devices may create a potential backflow hazard if not properly isolated with backflow prevention methods.

Tester notification - tutorials available

AQUA BACKFLOW
Cross Connection Control Operations
847-742-2296
info@AquaBackflow.com

City of BUENA PARK
Center of the Southland

TrackMyBackflow.com

Backflow Prevention Notification

Dear Backflow Preventer Tester, June 26, 2025

The City of Buena Park, California, has partnered with Aqua Backflow to assist with cross connection control/backflow program operations. Buena Park will be utilizing Aqua Backflow's TrackMyBackflow.com tracking website. Aqua Backflow will contact water customers when backflow testing is due, when backflow preventer repairs are required, and when installations are due. We will also notify them of the new program management firm.

Effective immediately, all backflow test results must be submitted on TrackMyBackflow.com. There is a $0.00 submission fee for each test. Do not send test results to Buena Park or to other software/service providers, as they will not be accepted.

If you have not already done so, please register as a tester at the above website for free. You will be issued a username and password for online access. Please be sure to keep your licensing, certifications, test kit calibrations, etc., current with us.

Online data entry is performed by simply entering the Site ID # associated with the location OR entering the specific Hazard ID #, both of which are on all communications with your customers. For the 1st year and for ease of data input, please obtain the ID number(s) from your customer. ID numbers never change. Write ID #s on your test forms to make online data entry even easier! You may also search the database by backflow assembly serial number and building number (address), if you don't have the ID number(s).

Thank you for your cooperation and assistance with this and all other cross connection control programs. If you have questions or need further information, please visit Aqua Backflow's websites. You may contact Aqua Backflow directly at (847) 742-2296 or email info@AquaBackflow.com.

Sincerely

Tom Staroske

Tom Staroske
Chief Operating Officer
Aqua Backflow, Inc

What is a Cross Connection?

A cross connection is any connection between a potable (drinking) water supply system and any source of non-potable or non-drinkable liquid, solid, or gas. Under certain circumstances, an unsafe substance could either be pulled or pushed into the drinking water supply. This is called backflow.

Backflow can reverse the flow of water or other substances into the public or private water system, resulting in chemicals or contaminants getting into the drinking water. In other words, the water is flowing in the opposite direction from what it is intended.

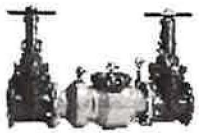
Testing & reporting are required:



PVB/SVB



RP & RPDA



DC & DCDA

Annual testing not required:











Water purveyors around the country have contracted with ***Aqua Backflow*** to manage the Water Utility's Cross Connection Control Program.

Aqua Backflow may contact you to requesting: licensing information, copies of certifications, backflow test kit information, or more. Your cooperation is appreciated as we perform the required tasks for a complete cross connection control program. Please note that all test procedures and installations shall follow Federal, State and local Plumbing and Cross Connection Control Codes and regulations.

Let's keep our drinking water safe!

Aqua Backflow
977 Elizabeth Street
Elgin, IL 60120
Phone (847) 742-2296
Fax (847) 214-9696

Email: info@AquaBackflow.com
www.AquaBackflow.com

For backflow stories, please visit
www.BackflowCases.com

For online backflow tracking, Please register at and/or visit
www.TrackMyBackflow.com

For online Fats, Oils, and Grease (FOG) tracking, please visit
www.TrackMyFOG.com

Tester trifold

AQUA BACKFLOW

CROSS CONNECTION CONTROL PROGRAM GUIDE

TrackMyBackflow.com

This brochure may be used as a procedural guide for:

- Backflow testers & companies
- Fire system testers
- Office support staff

Tracking over the internet

…why have you received this brochure?
A water purveyor in your area has elected to utilize our efficient and Earth-friendly online program.

Please contact us for our current water purveyor client list.

- Backflow preventers must be installed as needed…
- New & existing backflow assemblies must be tested annually by a certified tester…
- Approved cross connection control and irrigation programs shall be in place…

In an effort to keep costs low, to be environmentally-friendly, and to be more efficient, water purveyors in your area have chosen to utilize our online tracking programs.



How the Process Begins:

Go to:

www.TrackMyBackflow.com

Register as a tester



Once registered, you will receive a registration confirmation email within 24 business hours and a request for copies of your actual licenses/certifications; test kit information; last test kit calibration certificate, etc.

Once all data has been received and verified, we will send you a user name and password. Then, proceed to TrackMyBackflow.com and log in.



Now that you are logged in:

Your Dashboard will eventually show sites where you are the last tester. **To add a new test or inspection:**

1) Select "Search"

2) Locate your device by entering the serial# and building #, Hazard ID#, Site ID#, or similar.

3) Select "Add Test"

4) If site or device information is missing, complete the noted fields.

5) Complete the form as you would any other. For backflow, fill in the initial test results. Final test results will only apply to devices that were successfully repaired. Submit the data.

6) Repeat steps 1 – 5 when inputting additional reports.

7) There is currently no cost to submit test results. Once a test is entered, the software is then updated.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Anna Stawski, City Engineer
Ron Bannon, Director of Public Works

Department: Public Works Department

Title: A Resolution Approving Award of the 2026 Street Repair Program to Builders Paving, LLC., of Hillside, Illinois

Recommendation:
Staff recommends award of the 2026 Street Repair Program Contract to Builders Paving, LLC., of Hillside, Illinois. This project was budgeted and approved as part of the FY26 Capital Improvement Plan.

Policy Consideration:

The Asphalt Street Repair (ASR) program is an annual maintenance program for Asphalt Street repaving, also known as the street resurfacing program. Asphalt streets resurfaced in 2026 are selected based on a combination of factors, including the 2021 Pavement Condition Number (PCN), proximity of streets to the 5-yr resurfacing list, other infrastructure projects (bridge, ravine, storm, water, or sanitary), site inspections, grants, and other related factors. The PCN numbers are updated approximately every five years and range from 0 (non-existent street) to 100 (pristine, brand-new street). The City continues to work towards achieving an average PCN of 70 on all asphalt streets.

Within the 2026 ASR program, three strategies are utilized. The first strategy is the traditional ASR program, where 2 ¼ inches of asphalt is ground off and replaced on streets that have been identified using the PCN selection criteria discussed above. The second strategy is a City initiative called S.M.A.R.T (Surface Maintenance At Right Time), which was presented and approved by City Council on June 14, 2021.SMART streets have been identified as having a good base but a lower surface condition rating, thus receiving 1 ½ inches of asphalt to replace the surface. The third strategy being implemented is converting full-depth concrete streets to composite streets. A composite pavement is one where the existing concrete pavement is covered with a new asphalt layer.

The following locations are included in the 2026 Street Repair Program.

STREET	TO	FROM
	2.25 INCH RESURFACING	
ST JOHNS AVE	LINCOLN AVE W	WADE AVE
	1.5 INCH RESURFACING	
BERKELEY RD	MCCRAREN RD	EAST END
BLOOM ST	OAK ST	ST JOHNS AVE
HOLLY RD	RIDGE RD	PARK AVE W
	CONVERSION	
HASTINGS AVE	MARION AVE	COUNTY LINE RD
LYNN TER	NORTH AVE	TRAIL WAY
MELVIN DR	HASTINGS AVE	MARQUETTE RD
OAKWOOD AVE	WALNUT ST	GREEN BAY RD
SAXONY DR	CROFTON AVE N	THACKERAY DR
RED OAK TER	RED OAK LN	RED OAK LN
DRYDEN LN	CHAUCER LN	CARLYLE TER
THACKERAY DR	GREEN BAY RD	CHAUCER LN

The City received two bids on June 18, 2026, detailed in the bid tabulation attached. Upon review of the bids, Builders Paving, LLC., of Hillside, Illinois, was the lowest responsible bid, totaling $1,608,000. The engineering estimate for this work was $1,955,593.46. Staff requests an award amount of $1,849,200, which includes a 15% contingency to account for any unforeseen issues identified in the field. The 2026 Capital Improvement Plan contains sufficient funding for the 2026 Street Repair Program. Builders Paving, LLC. has worked for the City in the past, and their work has been satisfactory.

Regular updates on FY 2026 public infrastructure CIP projects will be posted on the City's website, www.cityhpil.com, under the Construction Projects Interactive Map. Staff will continue to promote the City's infrastructure investment pertaining to this project via its enews and will utilize social media, as necessary, as a communication tool in addition to the traditional messaging via US Mail, door hangers, message boards, etc. Public improvement signage will be placed at the project site(s). This contract requires traffic control and protection measures to be in place during the repair hours.

The project is scheduled to begin in July with an anticipated completion by October. Public Works Engineering Division staff will provide daily inspection services for this program. Pertinent documents are available for review at the Department of Public Works, 1150 Half Day Road.

Core Priorities:

Fiscal Stability

Sufficient funds in the Street Capital Fund are available to pay for the 2026 Street Repair Program.

Infrastructure Investment
The City continues to take a multifaceted approach to pavement infrastructure improvement. Roads were driven and evaluated in 2026, and once available, the data will be used to generate updated pavement condition numbers.

Attachments:
1. Resolution '26 Street Repair Program
2. Bid Tab - '26 Street Repair Program
3. Builders - '26 Street Repair Contract

CITY OF HIGHLAND PARK

RESOLUTION NO. R_____

A RESOLUTION APPROVING AWARD OF THE 2026 STREET REPAIR PROGRAM CONTRACT TO BUILDERS PAVING LLC. OF HILLSIDE, ILLINOIS

WHEREAS, the City sought bids for the award of the 2026 Street Repair Program Contract (**"Contract"**), to provide improvements on various roadways within the City: and

WHEREAS, Builders Paving, LLC. of Hillside, Illinois (***"Builders"***), was the low responsible bidder of the firms that submitted bid packages to the City; and

WHEREAS, the City Council has determined that it will serve and be in the best interest of the City to enter into the Contract with Builders;

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: AUTHORIZATION OF CONTRACT. The Contract by and between the City and Builders shall be, and is hereby, authorized in substantially the form attached to this Resolution.

SECTION THREE: EXECUTION OF CONTRACT. The City Manager and the Deputy City Clerk shall be, and they are hereby, authorized and directed to execute and attest, on behalf of the City, the Contract upon receipt by the City Clerk of at least one original copy of the Contract executed by Builders; provided, however, that if the executed copy of the Contract is not received by the City Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest shall, at the option of the City Council, be null and void.

SECTION FOUR: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval by a majority of the members of the City Council.

2026 Street Repair Program (#10233328)
Owner: Highland Park IL, City of
Solicitor: Highland Park IL, City of
06/18/2026 02:00 PM CDT

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Engineer Estimate		Builders Paving, LLC		Peter Baker & Son Co	
						Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
BASE BID							$ 1,955,593.46		**$1,608,000.00**		$1,888,878.87
	1	21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	867.64	$ 6.30	$ 5,466.13	$ 0.10	$ 86.76	$ 0.15	$ 130.15
	2	40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	33034.38	$ 0.01	$ 330.34	$ 0.01	$ 330.34	$ 0.01	$ 330.34
	3	40600370	LONGITUDINAL JOINT SEALANT	FOOT	15297	$ 3.41	$ 52,162.77	$ 3.33	$ 50,939.01	$ 4.05	$ 61,952.85
	4	40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	414.08	$ 1.05	$ 434.78	$ 15.00	$ 6,211.20	$ 1.00	$ 414.08
	5	40603200	POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75, N50	TON	1150.57	$ 120.75	$ 138,931.33	$ 110.00	$ 126,562.70	$ 122.00	$ 140,369.54
	6	40604060	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50	TON	4562.53	$ 101.85	$ 464,693.68	$ 95.00	$ 433,440.35	$ 97.00	$ 442,565.41
	7	42001300	PROTECTIVE COAT	SQ YD	1062.5	$ 0.01	$ 10.63	$ 0.01	$ 10.63	$ 1.05	$ 1,115.63
	8	42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	140.5	$ 84.00	$ 11,802.00	$ 85.00	$ 11,942.50	$ 94.50	$ 13,277.25
	9	42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	3966	$ 18.90	$ 74,957.40	$ 18.25	$ 72,379.50	$ 10.50	$ 41,643.00
	10	42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SQ FT	900	$ 18.90	$ 17,010.00	$ 18.25	$ 16,425.00	$ 11.55	$ 10,395.00
	11	44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"	SQ YD	7318.26	$ 2.94	$ 21,515.68	$ 4.75	$ 34,761.74	$ 3.15	$ 23,052.52
	12	44000158	HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"	SQ YD	4558.8	$ 3.94	$ 17,961.67	$ 5.25	$ 23,933.70	$ 4.50	$ 20,514.60
	13	44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	407	$ 10.24	$ 4,167.68	$ 32.00	$ 13,024.00	$ 11.00	$ 4,477.00
	14	44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	40.4	$ 10.50	$ 424.20	$ 10.00	$ 404.00	$ 26.25	$ 1,060.50
	15	44000600	SIDEWALK REMOVAL	SQ FT	4600	$ 2.10	$ 9,660.00	$ 2.00	$ 9,200.00	$ 5.25	$ 24,150.00
	16	44201729	CLASS D PATCHES, TYPE II, 7 INCH	SQ YD	1754.78	$ 105.00	$ 184,251.90	$ 30.00	$ 52,643.40	$ 80.00	$ 140,382.40
	17	44201733	CLASS D PATCHES, TYPE III, 7 INCH	SQ YD	1399.33	$ 85.05	$ 119,013.02	$ 30.00	$ 41,979.90	$ 80.00	$ 111,946.40
	18	44201735	CLASS D PATCHES, TYPE IV, 7 INCH	SQ YD	1687.22	$ 70.40	$ 118,780.29	$ 30.00	$ 50,616.60	$ 80.00	$ 134,977.60
	19	60250200	CATCH BASINS TO BE ADJUSTED	EACH	1	$ 609.00	$ 609.00	$ 465.00	$ 465.00	$ 600.00	$ 600.00
	20	60255500	MANHOLES TO BE ADJUSTED	EACH	22	$ 687.75	$ 15,130.50	$ 825.00	$ 18,150.00	$ 680.00	$ 14,960.00
	21	60260100	INLETS TO BE ADJUSTED	EACH	10	$ 609.00	$ 6,090.00	$ 465.00	$ 4,650.00	$ 600.00	$ 6,000.00
	22	60265700	VALVE VAULTS TO BE ADJUSTED	EACH	1	$ 687.75	$ 687.75	$ 825.00	$ 825.00	$ 725.00	$ 725.00
	23	60266600	VALVE BOXES TO BE ADJUSTED	EACH	1	$ 535.50	$ 535.50	$ 350.00	$ 350.00	$ 560.00	$ 560.00
	24	70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1	$ 162,750.00	$ 162,750.00	$ 120,520.97	$ 120,520.97	$ 177,355.00	$ 177,355.00
	25	70102635	TRAFFIC CONTROL AND PROTECTION, STANDARD 701701	L SUM	1	$ 10,080.00	$ 10,080.00	$ 1.00	$ 1.00	$ 100.00	$ 100.00
	26	70102640	TRAFFIC CONTROL AND PROTECTION, STANDARD 701801	L SUM	1	$ 4,830.00	$ 4,830.00	$ 250.00	$ 250.00	$ 8,200.00	$ 8,200.00
	27	78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	120	$ 8.40	$ 1,008.00	$ 6.00	$ 720.00	$ 6.30	$ 756.00
	28	78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	1537	$ 1.31	$ 2,013.47	$ 1.80	$ 2,766.60	$ 1.55	$ 2,382.35
	29	78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	195	$ 2.21	$ 430.95	$ 2.00	$ 390.00	$ 2.40	$ 468.00
	30	78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	624	$ 4.20	$ 2,620.80	$ 3.20	$ 1,996.80	$ 4.20	$ 2,620.80
	31	78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	224	$ 8.40	$ 1,881.60	$ 6.00	$ 1,344.00	$ 6.30	$ 1,411.20
	32	X0327301	RELOCATE EXISTING MAILBOX	EACH	35	$ 42.00	$ 1,470.00	$ 100.00	$ 3,500.00	$ 310.00	$ 10,850.00
	33	X4021000	TEMPORARY ACCESS (PRIVATE ENTRANCE)	EACH	43	$ 1.05	$ 45.15	$ 25.00	$ 1,075.00	$ 210.00	$ 9,030.00
	34	X4022000	TEMPORARY ACCESS (COMMERCIAL ENTRANCE)	EACH	1	$ 100.00	$ 100.00	$ 75.00	$ 75.00	$ 525.00	$ 525.00
	35	X4240800	DETECTABLE WARNINGS (SPECIAL)	SQ FT	110	$ 31.50	$ 3,465.00	$ 36.00	$ 3,960.00	$ 47.25	$ 5,197.50
	36	X4400100	PORTLAND CEMENT CONCRETE SURFACE REMOVAL (VARIABLE DEPTH)	SQ YD	16590.86	$ 5.30	$ 87,931.56	$ 5.00	$ 82,954.30	$ 4.90	$ 81,295.21
	37	X4405030	LONGITUDINAL PARTIAL DEPTH REMOVAL 3"	FOOT	7759	$ 2.10	$ 16,293.90	$ 10.00	$ 77,590.00	$ 0.01	$ 77.59
	38	X4420900	LONGITUDINAL PARTIAL DEPTH PATCHING	TON	594.86	$ 195.30	$ 116,176.16	$ 125.00	$ 74,357.50	$ 150.00	$ 89,229.00
	39	Z0004510	HOT-MIX ASPHALT DRIVEWAY PAVEMENT, 3"	SQ YD	316.5	$ 61.16	$ 19,357.14	$ 45.00	$ 14,242.50	$ 78.00	$ 24,687.00
	40	Z0062000	SAW CUTTING, 3 IN. DEPTH	FOOT	6152	$ 1.37	$ 8,428.24	$ 1.50	$ 9,228.00	$ 2.35	$ 14,457.20
	41	HP-001	DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS	EACH	9	$ 262.50	$ 2,362.50	$ 200.00	$ 1,800.00	$ 525.00	$ 4,725.00
	42	HP-002	PRE CONSTRUCTION VIDEO RECORDING	L SUM	1	$ 1,500.00	$ 1,500.00	$ 6,700.00	$ 6,700.00	$ 5,100.00	$ 5,100.00
	43	HP-018	BRICK PAVER REMOVAL AND REINSTALLATION	SQ FT	328	$ 26.25	$ 8,610.00	$ 24.00	$ 7,872.00	$ 25.20	$ 8,265.60
	44	HP-021	SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE	EACH	80	$ 210.00	$ 16,800.00	$ 150.00	$ 12,000.00	$ 160.00	$ 12,800.00
	45	HP-022	FLAGSTONE REMOVAL AND REINSTALLATION	SQ FT	100	$ 36.75	$ 3,675.00	$ 40.00	$ 4,000.00	$ 42.00	$ 4,200.00
	46	HP-040	COBBLESTONE REMOVAL AND REINSTALLATION	SQ FT	100	$ 47.25	$ 4,725.00	$ 40.00	$ 4,000.00	$ 42.00	$ 4,200.00
	47	HP-250-01	SEEDING, CLASS 1 (SPECIAL)	SQ YD	844	$ 1.58	$ 1,333.52	$ 27.00	$ 22,788.00	$ 28.35	$ 23,927.40
	48	HP-251-01	EROSION CONTROL BLANKET (SPECIAL)	SQ YD	844	$ 2.84	$ 2,396.96	$ 1.00	$ 844.00	$ 1.05	$ 886.20
	49	HP-252-02	SUPPLEMENTAL WATERING	EACH	1	$ 0.01	$ 0.01	$ 500.00	$ 500.00	$ 525.00	$ 525.00
	50	HP-280-01	DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEANING	EACH	57	$ 267.75	$ 15,261.75	$ 185.00	$ 10,545.00	$ 275.00	$ 15,675.00
	51	HP-562-04	DOMESTIC METER VAULT TO BE ADJUSTED	EACH	2	$ 609.00	$ 1,218.00	$ 1,000.00	$ 2,000.00	$ 560.00	$ 1,120.00
	52	HP-606-05	INTERMITTENT CURB & GUTTER REMOVAL AND REPLACEMENT	FOOT	2308	$ 68.25	$ 157,521.00	$ 64.75	$ 149,443.00	$ 72.45	$ 167,214.60
	53	HP-701-01	CHANGEABLE MESSAGE SIGN CITY OF HIGHLAND PARK	CAL DA	93	$ 42.00	$ 3,906.00	$ 60.00	$ 5,580.00	$ 45.15	$ 4,198.95
	54	HP-701-05	PUBLIC INFORMATION SIGNS USAGE	L SUM	1	$ 9,775.50	$ 9,775.50	$ 7,000.00	$ 7,000.00	$ 2,600.00	$ 2,600.00
	55	HP-886-01	DETECTOR LOOP REPLACEMENT - HIGHLAND PARK	FOOT	230	$ 100.00	$ 23,000.00	$ 37.50	$ 8,625.00	$ 40.00	$ 9,200.00
Base Bid Total:							$ 1,955,593.46		$1,608,000.00		$1,888,878.87

City of Highland Park
1150 Half Day Rd.
Highland Park, Illinois 60035
847.432.0807
cityhpil.com

Public Works Department

CONTRACT BETWEEN

City of Highland Park

and

Builders Paving, LLC.

for

2026 STREET REPAIR PROGRAM

Project #10233328

TABLE OF CONTENTS

Page

ARTICLE I 1

1.1 PERFORMANCE OF THE WORK 1

1.2 COMMENCEMENT AND COMPLETION DATES 1

1.3 REQUIRED SUBMITTALS 1

1.4 REVIEW AND INTERPRETATION OF CONTRACT PROVISIONS 2

1.5 CONDITIONS AT THE WORK SITE; RECORD DRAWINGS 3

1.6 TECHNICAL ABILITY TO PERFORM 3

1.7 FINANCIAL ABILITY TO PERFORM 3

1.8 TIME 3

1.9 SAFETY AT THE WORK SITE 3

1.10 CLEANLINESS OF THE WORK SITE AND ENVIRONS 4

1.11 DAMAGE TO THE WORK, THE WORK SITE, AND OTHER PROPERTY 4

1.12 SUBCONTRACTORS AND SUPPLIERS 4

1.13 SIMULTANEOUS WORK BY OTHERS 5

1.14 OCCUPANCY PRIOR TO FINAL PAYMENT 5

1.15 OWNER'S RIGHT TO TERMINATE OR SUSPEND WORK FOR CONVENIENCE 5

ARTICLE II 5

2.1 CHANGES 5

2.2 DELAYS 6

ARTICLE III 6

3.1 INSPECTION; TESTING; CORRECTION OF DEFECTS 6

3.2 WARRANTY OF WORK 6

3.3 OWNER'S RIGHT TO CORRECT 7

ARTICLE IV 7

4.1 BONDS 7

4.2 INSURANCE 7

4.3 INDEMNIFICATION 7

ARTICLE V 8

5.1 CONTRACT PRICE 8

5.2 TAXES AND BENEFITS 8

5.3 PROGRESS PAYMENTS 8

5.4 FINAL ACCEPTANCE AND FINAL PAYMENT 8

5.5 LIENS 9

5.6 DEDUCTIONS 9
ARTICLE VI 10
6.1 DISPUTE RESOLUTION PROCEDURE 10
6.2 CONTRACTOR'S REMEDIES 10
6.3 OWNER'S REMEDIES 10
6.4 OWNER'S SPECIAL REMEDY FOR DELAY 11
6.5 TERMINATIONS AND SUSPENSIONS DEEMED FOR CONVENIENCE 12
ARTICLE VII 12
7.1 BINDING EFFECT 12
7.2 RELATIONSHIP OF THE PARTIES 12
7.3 NO COLLUSION 12
7.4 ASSIGNMENT 12
7.5 CONFIDENTIAL INFORMATION 12
7.6 NO WAIVER 12
7.7 NO THIRD PARTY BENEFICIARIES 13
7.8 NOTICES 13
7.9 GOVERNING LAWS 13
7.10 CHANGES IN LAWS 13
7.11 COMPLIANCE WITH LAWS 14
7.12 COMPLIANCE WITH PATENTS 14
7.13 TIME OF THE ESSENCE 15
7.14 CALENDAR DAYS AND TIME 15
7.15 SEVERABILITY 15
7.16 ENTIRE AGREEMENT 15
7.17 AMENDMENTS AND MODIFICATIONS 15
7.18 CONFLICTS OF INTEREST 15
7.19 CONTRACT RENEWAL 16
CONTRACTOR'S CERTIFICATION **17**
ATTACHMENT A Supplemental Schedule of Contract Terms ..... 18 - 20
ATTACHMENT A1 Schedule of Contract Prices (Bidder's Proposal)
ATTACHMENT B Special Provisions – General ..... 21 - 23
Special Provisions – Table of Contents ..... 24 - 26
Detail Specifications ..... (1-97)
ATTACHMENT C Street Listing Table 27
Maps/Drawings ..... (1-61)
ATTACHMENT D Special Instructions 28

In consideration of the mutual promises set forth below, the CITY OF HIGHLAND PARK, 1150 Half Day Road, Highland Park, Illinois, 60035, a municipal corporation ("***Owner***"), and **Builders Paving, LLC.**, of Hillside, Illinois ("***Contractor***"), make this Contract as of the _____ day of _____**, 2026**, and hereby agree as follows:

ARTICLE I
THE WORK

1.1 Performance of the Work

Contractor shall, at its sole cost and expense, provide, perform, and complete all of the following, all of which is herein referred to as the "Work":

1. Labor, Equipment, Materials, and Supplies. Provide, perform, and complete, in the manner described and specified in this Contract, all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data, and other means and items necessary to accomplish the Project at the Work Site, both as defined in Attachment A, in accordance with the specifications attached hereto as Attachment B, the drawings identified in the list attached hereto as Attachment C, and the Special Project Requirements attached hereto as Attachment D.

2. Permits. Except as otherwise provided in Attachment A, procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith.

3. Bonds and Insurance. Procure and furnish all Bonds and all certificates and policies of insurance specified in this.

4. Taxes. Pay all applicable federal, state, and local taxes.

5. Miscellaneous. Do all other things required of Contractor by this Contract, including, without limitation, arranging for utility and other services needed for the work and for testing, including the installation of temporary utility lines, wiring, switches, fixtures, hoses, connections, and meters, and providing sufficient sanitary conveniences and shelters to accommodate all workers and all personnel of Owner engaged in the Work.

6. Quality. Provide, perform and complete all of the foregoing in a proper and workmanlike manner, consistent with the highest standards of professional and construction practices and in full compliance with, and as required by or pursuant to, this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged and first quality equipment, materials, and supplies.

1.2 Commencement and Completion Dates

Contractor shall commence the Work not later than the "Commencement Date" set forth on Attachment A and shall diligently and continuously prosecute the Work at such a rate as will allow the Work to be fully provided, performed, and completed in full compliance with this Contract not later than the "Completion Date" set forth in Attachment A. The time of commencement, rate of progress, and time of completion are referred to in this Contract as the "Contract Time."

1.3 Required Submittals

A. Submittals Required. Contractor shall submit to Owner all documents, data, and information specifically required to be submitted by Contractor under this Contract and shall, in addition, submit to Owner all such drawings, specifications, descriptive information, and engineering documents, data, and information as may be required, or as may be requested by Owner, to show the details of the Work, including a complete description of all equipment, materials, and supplies to be provided under this

Contract ("***Required Submittals***"). Such details shall include, but shall not be limited to, design data, structural and operating features, principal dimensions, space required or provided, clearances required or provided, type and brand of finish, and all similar matters, for all components of the Work.

B. Number and Format. Contractor shall provide three complete sets for each Required Submittal. All Required Submittals, except drawings, shall be prepared on 8-1/2 inch by 11-inch paper. Two blue line prints and one sepia transparency of each drawing shall be provided. All prints of drawings shall be folded to 8-1/2 inches by 11 inches, or less. All drawings shall be clearly marked in the lower right-hand corner with the names of Owner and Contractor.

C. Time of Submission and Owner's Review. All Required Submittals shall be provided to Owner no later than the time, if any, specified in this Contract for their submission or, if no time for submission is specified, in sufficient time, in Owner's sole opinion, to permit Owner to review the same prior to the commencement of the part of the Work to which they relate and prior to the purchase of any equipment, materials, or supplies that they describe. Owner shall have the right to require such corrections as may be necessary to make such submittals conform to this Contract. All such submittals shall, after final processing and review with no exception noted by Owner, become a part of this Contract. No Work related to any submittal shall be performed by Contractor until Owner has completed review of such submittal with no exception noted. Owner's review and stamping of any Required Submittal shall be for the sole purpose of examining the general management, design, and details of the proposed Work, shall not relieve Contractor of the entire responsibility for the performance of the Work in full compliance with, and as required by or pursuant to this Contract, and shall not be regarded as any assumption of risk or liability by Owner.

D. Responsibility for Delay. Contractor shall be responsible for any delay in the Work due to delay in providing Required Submittals conforming to this Contract.

1.4 Review and Interpretation of Contract Provisions

Contractor represents and warrants that it has carefully reviewed this Contract, including all of its Attachments, and the drawings identified in Attachment C, all of which are by this reference incorporated into and made a part of this Contract. Contractor shall, at no increase in the Contract Price, provide workmanship, equipment, materials, and supplies that fully conform to this Contract. Whenever any equipment, materials or supplies are specified or described in this Contract by using the name or other identifying feature of a proprietary product or the name or other identifying feature of a particular manufacturer or vendor, the specific item mentioned shall be understood as establishing the type, function and quality desired. Other manufacturers' or vendors' products may be accepted, provided that the products proposed are equivalent in substance and function to those named as determined by Owner in its sole and absolute discretion.

Contractor shall promptly notify Owner of any discrepancy, error, omission, ambiguity, or conflict among any of the provisions of this Contract before proceeding with any Work affected thereby. If Contractor fails to give such notice to Owner, then the subsequent decision of Owner as to which provision of this Contract shall govern shall be final, and any corrective work required shall not entitle Contractor to any damages, to any compensation in excess of the Contract Price, or to any delay or extension of the Contract Time.

When the equipment, materials, or supplies furnished by Contractor cannot be installed as specified in this Contract, Contractor shall, without any increase in the Contract Price, make all modifications required to properly install the equipment, materials, or supplies. Any such modification shall be subject to the prior review and consent of Owner.

1.5 Conditions at the Work Site; Record Drawings

Contractor represents and warrants that it has had a sufficient opportunity to conduct a thorough investigation of the Work Site and the surrounding area and has completed such investigation to its satisfaction. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time based upon conditions found at, or in the vicinity of, the Work Site. When information pertaining to subsurface, underground or other concealed conditions, soils analysis, borings, test pits, utility locations or conditions, buried structures, condition of existing structures, and other investigations is or has been provided by Owner, or is or has been otherwise made available to Contractor by Owner, such information is or has been provided or made available solely for the convenience of Contractor and is not part of this Contract. Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of such information, and there is no guaranty or warranty, either expressed or implied, that the conditions indicated are representative of those existing throughout the Work or the Work Site, or that the conditions indicated are representative of those existing at any particular location, or that the conditions indicated may not change, or that unanticipated conditions may not be present.

Contractor shall be solely responsible for locating all existing underground installations by prospecting no later than two workdays prior to any scheduled excavation or trenching, whichever is earlier. Contractor shall check all dimensions, elevations, and quantities indicated in this Contract within the same time period as set forth above for prospecting underground installations. Contractor shall lay out the Work in accordance with this Contract and shall establish and maintain such locations, lines, and levels. Wherever pre-existing work is encountered, Contractor shall verify and be responsible for dimensions and location of such pre-existing work. Contractor shall notify Owner of any discrepancy between the dimensions, elevations, and quantities indicated in this Contract and the conditions of the Work Site or any other errors, omissions or discrepancies which Contract may discover during such inspections. Full instructions will be furnished by Owner should such error, omission, or discrepancy be discovered, and Contractor shall carry out such instructions as if originally specified and without any increase in Contract Price.

Before Final Acceptance of the Work, Contractor shall submit to Owner two sets of Drawings of Record, unless a greater number is specified elsewhere in this Contract, indicating al field deviations from Attachment B or the drawings identified in Attachment C.

1.6 Technical Ability to Perform

Contractor represents and warrants that it is sufficiently experienced and competent, and has the necessary capital, facilities, plant, organization, and staff, to provide, perform, and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.7 Financial Ability to Perform

Contractor represents and warrants that it is financially solvent, and Contractor has the financial resources necessary to provide, perform, and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.8 Time

Contractor represents and warrants that it is ready, willing, able and prepared to begin the Work on the Commencement Date and that the Contract Time is sufficient time to permit completion of the Work in full compliance with, and as required by or pursuant to, this Contract for the Contract Price, all with due regard to all natural and man-made conditions that may affect the Work or the Work Site and all difficulties, hindrances, and delays that may be incident to the Work. Specifically, and without limitation of the foregoing, Contractor acknowledges and agrees that Contractor shall be responsible for completion of all Work within the Contract Time, notwithstanding any strike or other work stoppage by employees of either Contractor or of Owner.

1.9 Safety at the Work Site

Contractor shall be solely and completely responsible for providing and maintaining safe conditions at the Work Site, including the safety of all persons and property during performance of the Work. This requirement shall apply continuously and shall not be limited to normal working hours. Contractor shall take all safety precautions as shall be necessary to comply with all applicable laws and to prevent injury to persons and damage to property.

Contractor shall conduct all of its operations without interruption or interference with vehicular and pedestrian traffic on public and private rights-of-way, unless it has obtained permits therefore from the proper authorities. If any public or private right-of-way shall be rendered unsafe by Contractor's operations, Contractor shall make such repairs or provide such temporary ways or guards as shall be acceptable to the proper authorities.

1.10 Cleanliness of the Work Site and Environs

Contractor shall keep the Work Site and adjacent areas clean at all times during performance of the Work and shall, upon completion of the Work, leave the Work Site and adjacent areas in a clean and orderly condition.

1.11 Damage to the Work, the Work Site, and Other Property

The Work and everything pertaining thereto shall be provided, performed, completed, and maintained at the sole risk and cost of Contractor from the Commencement Date until Final Payment. Contractor shall be fully responsible for the protection of all public and private property and all persons. Without limiting the foregoing, Contractor shall, at its own cost and expense, provide all permanent and temporary shoring, anchoring and bracing required by the nature of the Work in order to make all parts absolutely stable and rigid, even when such shoring, anchoring and bracing is not explicitly specified, and support and protect all buildings, bridges, roadways, conduits, wires, water pipes, gas pipes, sewers, pavements, curbs, sidewalks, fixtures and landscaping of all kinds and all other public or private property that may be encountered or endangered in providing, performing and completing the Work. Contractor shall have no claim against Owner because of any damage or loss to the Work or to Contractor's equipment, materials, or supplies from any cause whatsoever, including damage or loss due to simultaneous work by others. Contractor shall, promptly and without charge to Owner, repair or replace, to the satisfaction of Owner, any damage done to, and any loss suffered by, the Work and any damage done to, and any loss suffered by, the Work Site or other property as a result of the Work. Notwithstanding any other provision of this Contract, Contractor's obligations under this Section shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of Owner or Contractor, to indemnify, hold harmless, or reimburse Contractor for the cost of any repair or replacement work required by this Section.

1.12 Subcontractors and Suppliers

A. Approval and Use of Subcontractors and Suppliers. Contractor shall perform the Work with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by Owner in writing. All subcontractors, suppliers, and subcontracts used by Contractor shall be acceptable to, and approved in advance by, Owner. Owner's approval of any subcontractor, supplier, and subcontract shall not relieve Contractor of full responsibility and liability for the provision, performance, and completion of the Work in full compliance with, and as required by or pursuant to, this Contract. All Work performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of Contractor. Every reference in this Contract to "Contractor" shall be deemed also to refer to all subcontractors and suppliers of Contractor. Every subcontract shall include a provision binding the subcontractor or supplier to all provisions of this Contract.

B. Removal of Subcontractors and Suppliers. If any subcontractor or supplier fails to perform the part of the Work undertaken by it in a manner satisfactory to Owner, Contractor shall immediately upon

notice from Owner terminate such subcontractor or supplier. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time as a result of any such termination.

1.13 Simultaneous Work By Others

Owner shall have the right to perform or have performed such other work, as Owner may desire in, about, or near the Work Site during the performance of the Work by Contractor. Contractor shall make every reasonable effort to perform the Work in such manner as to enable both the Work and such other work to be completed without hindrance or interference from each other. Contractor shall afford Owner and other contractors reasonable opportunity for the execution of such other work and shall properly coordinate the Work with such other work.

1.14 Occupancy Prior to Final Payment

Owner shall have the right, at its election, to occupy, use, or place in service any part of the Work prior to Final Payment. Such occupancy, use, or placement in service shall be conducted in such manner as not to damage any of the Work or to unreasonably interfere with the progress of the Work. No such occupancy, use, or placement in service shall be construed as an acceptance of any of the Work or a release or satisfaction of Contractor's duty to insure and protect the Work, not shall it, unless conducted in an unreasonable manner, be considered as an interference with Contractor's provision, performance, or completion of the Work.

1.15 Owner's Right to Terminate or Suspend Work for Convenience

A. Termination or Suspension for Convenience. Owner shall have the right, for its convenience, to terminate or suspend the Work in whole or in part at any time by written notice to Contractor. Every such notice shall state the extent and effective date of such termination or suspension. On such effective date, Contractor shall, as and to the extent directed, stop Work under this Contract, cease all placement of further orders or subcontracts, terminate or suspend Work under existing orders and subcontracts, cancel any outstanding orders or subcontracts that may be cancelled, and take any action necessary to protect any property in its possession in which Owner has or may acquire any interest and to dispose of such property in such manner as may be directed by Owner.

B. Payment for Completed Work. In the event of any termination pursuant to Subsection 1.15A above, Owner shall pay Contractor (1) such direct costs, excluding overhead, as Contractor shall have paid or incurred for all Work done in compliance with, and as required by or pursuant to, this Contract up to the effective date of termination together with ten percent of such costs for overhead and profit; and (2) such other costs pertaining to the Work, exclusive of overhead and profit, as Contractor may have reasonably and necessarily incurred as the result of such termination. Any such payment shall be offset by any prior payment or payments and shall be subject to Owner's rights to withhold and deduct as provided in this Contract.

ARTICLE II
CHANGES AND DELAYS

2.1 Changes

Owner shall have the right, by written order executed by Owner, to make changes in the Contract, the Work, the Work Site, and the Contract Time ("***Change Order***"). If any Change Order causes an increase or decrease in the amount of the Work, an equitable adjustment in the Contract Price or Contract Time may be made. All claims by Contractor for an equitable adjustment in either the Contract Price or the Contract Time shall be made within two business days following receipt of such Change Order, and shall, if not made prior to such time, be conclusively deemed to have been waived. No decrease in the amount of the

Work caused by any Change Order shall entitle Contractor to make any claim for damages, anticipated profits, or other compensation.

2.2 Delays

A. Extensions for Unavoidable Delays. For any delay that may result from causes that could not be avoided or controlled by Contractor, Contractor shall, upon timely written application, be entitled to issuance of a Change Order providing for an extension of the Contract Time for a period of time equal to the delay resulting from such unavoidable cause. No extension of the Contract Time shall be allowed for any other delay in completion of the Work.

B. No Compensation for Delays. No payment, compensation, damages, or adjustment of any kind, other than the extension of the Contract Time provided in Subsection 2.2A above, shall be made to, or claimed by, Contractor because of hindrances or delays from any cause in the commencement, prosecution, or completion of the Work, whether caused by Owner or any other party and whether avoidable or unavoidable.

ARTICLE III

CONTRACTOR'S RESPONSIBILITY FOR DEFECTIVE WORK

3.1 Inspection; Testing; Correction of Defects

A. Inspection. Until Final Payment, all parts of the Work shall be subject to inspection and testing by Owner or its designated representatives. Contractor shall furnish, at its own expense, all reasonable access, assistance, and facilities required by Owner for such inspection and testing.

B. Re-Inspection. Re-inspection and re-testing of any Work may be ordered by Owner at any time, and, if so ordered, any covered or closed Work shall be uncovered or opened by Contractor. If the Work is found to be in full compliance with this Contract, then Owner shall pay the cost of uncovering, opening, re-inspecting, or re-testing, as the case may be. If such Work is not in full compliance with this Contract, then Contractor shall pay such cost.

C. Correction. Until Final Payment, Contractor shall, promptly and without charge, repair, correct, or replace all or any part of the Work that is defective, damaged, flawed, or unsuitable or that in any way fails to conform strictly to the requirements of this Contract.

3.2 Warranty of Work

A. Scope of Warranty. Contractor warrants that the Work and all of its components shall be free from defects and flaws in design, workmanship, and materials; shall strictly conform to the requirements of this Contract; and shall be fit, sufficient, and suitable for the purposes expressed in, or reasonably inferred from, this Contract. The warranty herein expressed shall be in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto Owner.

B. Repairs; Extension of Warranty. Contractor shall, promptly and without charge, correct any failure to fulfill the above warranty that may be discovered or develop at any time within one year after Final Payment or such longer period as may be prescribed in Attachment B or Attachment D to this Contract or by law. The above warranty shall be extended automatically to cover all repaired and replacement parts and labor provided or performed under such warranty and Contractor's obligation to correct Work shall be extended for a period of one year from the date of such repair or replacement. The time period established in this Subsection 3.2B relates only to the specific obligation of Contractor to correct Work and shall not be construed to establish a period of limitation with respect to other obligations that Contractor has under this Contract.

C. Subcontractor and Supplier Warranties. Whenever Attachment B or Attachment D requires a subcontractor or supplier to provide a guaranty or warranty, Contractor shall be solely responsible

for obtaining said guaranty or warranty in form satisfactory to Owner and assigning said warranty or guaranty to Owner. Acceptance of any assigned warranties or guaranties by Owner shall be a precondition to Final Payment and shall not relieve Contractor of any of its guaranty or warranty obligations under this Contract.

3.3 Owner's Right to Correct

If, within two business days after Owner gives Contractor notice of any defect, damage, flaw, unsuitability, nonconformity, or failure to meet warranty subject to correction by Contractor pursuant to Section 3.1 or Section 3.2 of this Contract, Contractor neglects to make, or undertake with due diligence to make, the necessary corrections, then Owner shall be entitled to make, either with its own forces or with contract forces, the corrections and to recover from Contractor all resulting costs, expenses, losses, or damages, including attorneys' fees and administrative expenses.

ARTICLE IV
FINANCIAL ASSURANCES

4.1 Bonds

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide a Performance Bond and a Labor and Material Payment Bond, on forms provided by, or otherwise acceptable to, Owner, from a surety company licensed to do business in the State of Illinois with a general rating of A minus and a financial size category of Class X or better in Best's Insurance Guide, each in the penal sum of the Contract Price ("***Bonds***"). Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the Bonds required hereunder.

4.2 Insurance

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide certificates and policies of insurance evidencing the minimum insurance coverage and limits set forth in Attachment A. For good cause shown, Owner may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as Owner may impose in the exercise of its sole discretion. Such policies shall be in a form, and from companies, acceptable to Owner. Such insurance shall provide that no change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to Owner. Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the minimum insurance coverage and limits set forth in Attachment A.

4.3 Indemnification

Contractor shall indemnify, save harmless, and defend Owner against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of Contractor, except to the extent caused by the sole negligence of Owner.

ARTICLE V
PAYMENT

5.1 Contract Price

Owner shall pay to Contractor, in accordance with and subject to the terms and conditions set forth in this Article V and Attachment A, and Contractor shall accept in full satisfaction for providing, performing, and completing the Work, the amount or amounts set forth in Attachment A ("***Contract Price***"), subject to any additions, deductions, or withholdings provided for in this Contract.

5.2 Taxes and Benefits

Owner is exempt from and shall not be responsible to pay, or reimburse Contractor for, any state or local sales, use, or excise taxes. The Contract Price includes all other applicable federal, state, and local taxes of every kind and nature applicable to the Work as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, or premium is hereby waived and released by Contractor.

5.3 Progress Payments

A. Payment in Installments. The Contract Price shall be paid in monthly installments in the manner set forth in Attachment A ("***Progress Payments***").

B. Pay Requests. Contractor shall, as a condition precedent to its right to receive each Progress Payment, submit to Owner a pay request in the form provided by Owner ("***Pay Request***"). The first Pay Request shall be submitted not sooner than 60 days following commencement of work. Owner may, by written notice to Contractor, designate a specific day of each month on or before which Pay Requests must be submitted. Each Pay Request shall include (a) Contractor's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and (b) Contractor's certification that all prior Progress Payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

C. Work Entire. This Contract and the Work are entire and the Work as a whole is of the essence of this Contract. Notwithstanding any other provision of this Contract, each and every part of this Contract and of the Work are interdependent and common to one another and to Owner's obligation to pay all or any part of the Contract Price or any other consideration for the Work. Any and all Progress Payments made pursuant to this Article are provided merely for the convenience of Contractor and for no other purpose.

5.4 Final Acceptance and Final Payment

A. Notice of Completion. When the Work has been completed and is ready in all respects for acceptance by Owner, Contractor shall notify Owner and request a final inspection ("***Notice of Completion***"). Contractor's Notice of Completion shall be given sufficiently in advance of the Completion Date to allow for scheduling of the final inspection and for completion or correction before the Completion Date of any items identified by such inspection as being defective, damaged, flawed, unsuitable, nonconforming, incomplete, or otherwise not in full compliance with, or as required by or pursuant to, this Contract ("***Punch List Work***").

B. Punch List and Final Acceptance. The Work shall be finally accepted when, and only when, the whole and all parts thereof shall have been completed to the satisfaction of Owner in full compliance with, and as required by or pursuant to, this Contract. Upon receipt of Contractor's Notice of Completion, Owner shall make a review of the Work and notify Contractor in writing of all Punch List Work, if any, to be completed or corrected. Following Contractor's completion or correction of all Punch List Work, Owner shall make another review of the Work and prepare and deliver to Contractor either a

written notice of additional Punch List Work to be completed or corrected or a written notice of final acceptance of the Work ("***Final Acceptance***").

C. Final Payment. As soon as practicable after Final Acceptance, but in no event later than 30 days after Final Acceptance, Contractor shall submit to Owner a properly completed final Pay Request in the form provided by Owner ("***Final Pay Request***"), which Final Pay Request shall include, without limitation: (i) all final waivers of lien, consistent with the requirements set forth in Section 5.5B of this Contract; and (ii) all final certified payrolls, as required pursuant to Section 7.11B of this Contract. Owner shall pay to Contractor the balance of the Contract Price, after deducting there from all charges against Contractor as provided for in this Contract ("***Final Payment***"). Final Payment shall be made not later than 60 days after Owner approves the Final Pay Request. The acceptance by Contractor of Final Payment shall operate as a full and complete release of Owner of and from any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses of, by, or to Contractor for anything done, furnished for, arising out of, relating to, or in connection with the Work or for or on account of any act or neglect of Owner arising out of, relating to, or in connection with the Work.

5.5 Liens

A. Title. Nothing in this Contract shall be construed as vesting in Contractor any right of property in any equipment, materials, supplies, and other items provided under this Contract after they have been installed in, incorporated into, attached to, or affixed to, the Work or the Work Site. All such equipment, materials, supplies, and other items shall, upon being so installed, incorporated, attached or affixed, become the property of Owner, but such title shall not release Contractor from its duty to insure and protect the Work in accordance with the requirements of this Contract.

B. Waivers of Lien. Contractor shall, from time to time at Owner's request and in any event prior to Final Payment, furnish to Owner such receipts, releases, affidavits, certificates, and other evidence as may be necessary to establish, to the reasonable satisfaction of Owner, that no lien against the Work or the public funds held by Owner exists in favor of any person whatsoever for or by reason of any equipment, material, supplies, or other item furnished, labor performed, or other thing done in connection with the Work or this Contract ("***Lien***") and that no right to file any Lien exists in favor of any person whatsoever.

C. Removal of Liens. If at any time any notice of any Lien is filed, then Contractor shall, promptly and without charge, discharge, remove, or otherwise dispose of such Lien. Until such discharge, removal, or disposition, Owner shall have the right to retain from any money payable hereunder an amount that Owner, in its sole judgment, deems necessary to satisfy such Lien and to pay the costs and expenses, including attorneys' fees and administrative expenses, of any actions brought in connection therewith or by reason thereof.

D. Protection of Owner Only. This Section shall not operate to relieve Contractor's surety or sureties from any of their obligations under the Bonds, nor shall it be deemed to vest any right, interest, or entitlement in any subcontractor or supplier. Owner's retention of funds pursuant to this Section shall be deemed solely for the protection of its own interests pending removal of such Liens by Contractor, and Owner shall have no obligation to apply such funds to such removal but may, nevertheless, do so where Owner's interests would thereby be served.

5.6 Deductions

A. Owner's Right to Withhold. Notwithstanding any other provision of this Contract and without prejudice to any of Owner's other rights or remedies, Owner shall have the right at any time or times, whether before or after approval of any Pay Request, to deduct and withhold from any Progress or Final Payment that may be or become due under this Contract such amount as may reasonably appear necessary to compensate Owner for any actual or prospective loss due to: (1) Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which Contractor is liable under this Contract; (3) state or local sales, use, or excise taxes from which Owner is exempt; (4) Liens or

claims of Lien regardless of merit; (5) claims of subcontractors, suppliers, or other persons regardless of merit; (6) delay in the progress or completion of the Work; (7) inability of Contractor to complete the Work; (8) failure of Contractor to properly complete or document any Pay Request; (9) any other failure of Contractor to perform any of its obligations under this Contract; or (10) the cost to Owner, including attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of Owner's remedies set forth in Section 6.3 of this Contract.

B. Use of Withheld Funds. Owner shall be entitled to retain any and all amounts withheld pursuant to Subsection 5.6A above until Contractor shall have either performed the obligations in question or furnished security for such performance satisfactory to Owner. Owner shall be entitled to apply any money withheld or any other money due Contractor under this Contract to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, attorneys' fees and administrative expenses incurred, suffered, or sustained by Owner and chargeable to Contractor under this Contract.

ARTICLE VI
DISPUTES AND REMEDIES

6.1 Dispute Resolution Procedure

A. Notice of Disputes and Objections. If Contractor disputes or objects to any requirement, direction, instruction, interpretation, determination, or decision of Owner, Contractor may notify Owner in writing of its dispute or objection and of the amount of any equitable adjustment to the Contract Price or Contract Time to which Contractor claims it will be entitled as a result thereof; provided, however, that Contractor shall, nevertheless, proceed without delay to perform the Work as required, directed, instructed, interpreted, determined, or decided by Owner, without regard to such dispute or objection. Unless Contractor so notifies Owner within two business days after receipt of such requirement, direction, instruction, interpretation, determination, or decision, Contractor shall be conclusively deemed to have waived all such disputes or objections and all claims based thereon.

B. Negotiation of Disputes and Objections. To avoid and settle without litigation any such dispute or objection, Owner and Contractor agree to engage in good faith negotiations. Within three business days after Owner's receipt of Contractor's written notice of dispute or objection, a conference between Owner and Contractor shall be held to resolve the dispute. Within three business days after the end of the conference, Owner shall render its final decision, in writing, to Contractor. If Contractor objects to the final decision of Owner, then it shall, within three business days, give Owner notice thereof and, in such notice, shall state its final demand for settlement of the dispute. Unless Contractor so notifies Owner, Contractor shall be conclusively deemed (1) to have agreed to and accepted Owner's final decision and (2) to have waived all claims based on such final decision.

6.2 Contractor's Remedies

If Owner fails or refuses to satisfy a final demand made by Contractor pursuant to Section 6.1 of this Contract, or to otherwise resolve the dispute which is the subject of such demand to the satisfaction of Contractor, within ten days following receipt of such demand, then Contractor shall be entitled to pursue such remedies, not inconsistent with the provisions of this Contract, as it may have in law or equity.

6.3 Owner's Remedies

If it should appear at any time prior to Final Payment that Contractor has failed or refused to prosecute, or has delayed in the prosecution of, the Work with diligence at a rate that assures completion of the Work in full compliance with the requirements of this Contract on or before the Completion Date, or has attempted to assign this Contract or Contractor's rights under this Contract, either in whole or in part, or has falsely made any representation or warranty in this Contract, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Contract or has failed to pay its debts as they come due ("***Event of Default***"), and has failed to cure any such Event of Default within five business days

after Contractor's receipt of written notice of such Event of Default, then Owner shall have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. Owner may require Contractor, within such reasonable time as may be fixed by Owner, to complete or correct all or any part of the Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; to remove from the Work Site any such Work; to accelerate all or any part of the Work; and to take any or all other action necessary to bring Contractor and the Work into strict compliance with this Contract.

2. Owner may perform or have performed all Work necessary for the accomplishment of the results stated in Paragraph 1 above and withhold or recover from Contractor all the cost and expense, including attorneys' fees and administrative costs, incurred by Owner in connection therewith.

3. Owner may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Work or part thereof and make an equitable reduction in the Contract Price.

4. Owner may terminate this Contract without liability for further payment of amounts due or to become due under this Contract.

5. Owner may, without terminating this Contract, terminate Contractor's rights under this Contract and, for the purpose of completing or correcting the Work, evict Contractor and take possession of all equipment, materials, supplies, tools, appliances, plans, specifications, schedules, manuals, drawings, and other papers relating to the Work, whether at the Work Site or elsewhere, and either complete or correct the Work with its own forces or contracted forces, all at Contractor's expense.

6. Upon any termination of this Contract or of Contractor's rights under this Contract, and at Owner's option exercised in writing, any or all subcontracts and supplier contracts of Contractor shall be deemed to be assigned to Owner without any further action being required, but Owner shall not thereby assume any obligation for payments due under such subcontracts and supplier contracts for any Work provided or performed prior to such assignment.

7. Owner may withhold from any Progress Payment or Final Payment, whether or not previously approved, or may recover from Contractor, any and all costs, including attorneys' fees and administrative expenses, incurred by Owner as the result of any Event of Default or as a result of actions taken by Owner in response to any Event of Default.

8. Owner may recover any damages suffered by Owner.

6.4 <u>Owner's Special Remedy for Delay</u>

If the Work is not completed by Contractor, in full compliance with, and as required by or pursuant to, this Contract, within the Contract Time as such time may be extended by Change Order, then Owner may invoke its remedies under Section 6.3 of this Contract or may, in the exercise of its sole and absolute discretion, permit Contractor to complete the Work but charge to Contractor, and deduct from any Progress or Final Payments, whether or not previously approved, administrative expenses and costs for each day completion of the Work is delayed beyond the Completion Date, computed on the basis of the "Per Diem Administrative Charge" set forth in Attachment A, as well as any additional damages caused by such delay.

6.5 Terminations and Suspensions Deemed for Convenience

Any termination or suspension of Contractor's rights under this Contract for an alleged default that is ultimately held unjustified shall automatically be deemed to be a termination or suspension for the convenience of Owner under Section 1.15 of this Contract.

ARTICLE VII
LEGAL RELATIONSHIPS AND REQUIREMENTS

7.1 Binding Effect

This Contract shall be binding upon Owner and Contractor and upon their respective heirs, executors, administrators, personal representatives, and permitted successors and assigns. Every reference in this Contract to a party shall also be deemed to be a reference to the authorized officers, employees, agents, and representatives of such party.

7.2 Relationship of the Parties

Contractor shall act as an independent contractor in providing and performing the Work. Nothing in, nor done pursuant to, this Contract shall be construed (1) to create the relationship of principal and agent, partners, or joint ventures between Owner and Contractor or (2) except as provided in Paragraph 6.3(6) above, to create any relationship between Owner and any subcontractor or supplier of Contractor.

7.3 No Collusion

Contractor hereby represents that the only persons, firms, or corporations interested in this Contract as principals are those disclosed to Owner prior to the execution of this Contract, and that this Contract is made without collusion with any other person, firm, or corporation. If at any time it shall be found that Contractor has, in procuring this Contract, colluded with any other person, firm, or corporation, then Contractor shall be liable to Owner for all loss or damage that Owner may suffer thereby, and this Contract shall, at Owner's option, be null and void.

7.4 Assignment

Contractor shall not (1) assign this Contract in whole or in part, (2) assign any of Contractor's rights or obligations under this Contract, or (3) assign any payment due or to become due under this Contract without the prior express written approval of Owner, which approval may be withheld in the sole and unfettered discretion of Owner; provided, however, that Owner's prior written approval shall not be required for assignments of accounts, as defined in the Illinois Commercial Code, if to do so would violate Section 9-318 of the Illinois Commercial Code, 810 ILCS 5/9-318. Owner may assign this Contract, in whole or in part, or any or all of its rights or obligations under this Contract, without the consent of Contractor.

7.5 Confidential Information

All information supplied by Owner to Contractor for or in connection with this Contract or the Work shall be held confidential by Contractor and shall not, without the prior express written consent of Owner, be used for any purpose other than performance of the Work.

7.6 No Waiver

No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, nor any order by Owner for the payment of money, nor any payment for, or use, occupancy, possession, or acceptance of, the whole or any part of the Work by Owner, nor any extension of time granted by Owner, nor any delay by Owner in exercising any right under this Contract, nor any other act or omission of Owner shall constitute or be deemed to be an acceptance of any defective, damaged, flawed, unsuitable, nonconforming or incomplete Work, equipment, materials, or supplies, nor operate to waive or otherwise diminish the effect of any warranty or representation made by Contractor; or of any requirement or provision of this Contract; or of any remedy, power, or right of Owner.

7.7 No Third Party Beneficiaries

No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than Contractor shall be made, or be valid, against the Owner or the Contractor.

7.8 Notices

All notices required or permitted to be given under this Contract shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier or (iii) by certified mail, return receipt requested, and deposited in the U.S. mail, postage prepaid. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section, each party shall have the right to change the address or addressee, or both, for all future notices and communications to the other party but no notice of a change of address or addressee shall be effective until actually received. Notices and communications to the Owner shall be addressed to, and delivered at, the following address:

City of Highland Park
1150 Half Day Road
Highland Park, IL 60035
Attention: Anna Stawski, City Engineer

With a copy to: Elrod Friedman, LLP.
350 North Clark Street, Second Floor
Chicago, Illinois 60654
Attention: Steven M. Elrod, Corporation Counsel

Notices and communications to the Contractor shall be addressed to, and delivered at, the following address:

_____

_____

_____

_____

_____

7.9 Governing Laws

This Contract shall be governed by, construed, and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois.

7.10 Changes in Laws

Unless otherwise provided in this Contract, any reference to existing law shall be deemed to include any modifications of, or amendments, to existing law that may occur in the future.

7.11 Compliance with Laws

A. Compliance with Laws. Contractor shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Work is provided, performed, and completed in accordance with all required governmental permits, licenses or other approvals and authorizations that may be required in connection with providing, performing, and completing the Work, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Prevailing Wage Act, 820 ILCS 130/0.01 et seq. (if the Illinois Department of Labor revises the prevailing rate of hourly wages to be paid, the revised rate shall apply to this Contract); any other prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes including, without limitation, the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0.01 et seq.; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq.; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and the Public Works Discrimination Act, 775 ILCS 10/1 et seq.; and any statutes regarding safety or the performance of the Work, including the Illinois Underground Utility Facilities Damage Prevention Act, and the Occupational Safety and Health Act. Contractor shall also comply with all conditions of any federal, state, or local grant received by Owner or Contractor with respect to this Contract or the Work. Further, Contractor shall have a written sexual harassment policy in compliance with Section 2-105 of the Illinois Human Rights Act.

B. Certified Payrolls. Contractor shall, in accordance with Section 5 of the Illinois Prevailing Wage Act, 820 ILCS 130/5, submit to Owner, on a monthly basis, a certified payroll. The certified payroll shall consist of a complete copy of those records required to be made and kept by the Prevailing Wage Act. The certified payroll shall be accompanied by a statement signed by Contractor or subcontractor which certifies that: (1) such records are true and accurate; (2) the hourly rate paid is not less than the general prevailing rate of hourly wages required by the Prevailing Wage Act; and (3) Contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor. A general contractor may rely upon the certification of a lower tier subcontractor, provided that the general contractor does not knowingly rely upon a subcontractor's false certification. Upon two business days' notice, Contractor and each subcontractor shall make available for inspection the records required to be made and kept by the Act: (i) to Owner, its officers and agents, and to the Director of the Illinois Department of Labor and his or hers deputies and agents; and (ii) at all reasonable hours at a location within this State.

C. Liability for Noncompliance. Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors' or suppliers', performance of, or failure to perform, the Work or any part thereof.

D. Required Provisions. Every provision of law required by law to be inserted into this Contract shall be deemed to be inserted herein.

7.12 Compliance with Patents

A. Assumption of Costs, Royalties, and Fees. Contractor shall pay or cause to be paid all costs, royalties, and fees arising from the use on, or the incorporation into, the Work, of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions.

B. Effect of Contractor Being Enjoined. Should Contractor be enjoined from furnishing or using any equipment, materials, supplies, tools, appliances, devices, processes, or inventions supplied or required to be supplied or used under this Contract, Contractor shall promptly offer substitute equipment, materials, supplies, tools, appliances, devices, processes, or inventions in lieu thereof, of equal efficiency, quality, suitability, and market value, for review by Owner. If Owner should disapprove the offered

substitutes and should elect, in lieu of a substitution, to have supplied, and to retain and use, any such equipment, materials, supplies, tools, appliances, devices, processes, or inventions as may by this Contract be required to be supplied, Contractor shall pay such royalties and secure such valid licenses as may be requisite and necessary for Owner to use such equipment, materials, supplies, tools, appliances, devices, processes, or inventions without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should Contractor neglect or refuse to make any approved substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then Owner shall have the right to make such substitution, or Owner may pay such royalties and secure such licenses and charge the cost thereof against any money due Contractor from Owner or recover the amount thereof from Contractor and its surety or sureties notwithstanding that Final Payment may have been made.

7.13 Time of the Essence

Time is of the essence in the performance of all terms and provisions of this Contract Calendar Days and Time.

7.14 Calendar Days and Time

Unless otherwise provided in this Contract, any reference in this Contract to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Contract falls on a Saturday, Sunday, or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal holiday.

7.15 Severability

It is hereby expressed to be the intent of the parties to this Contract that should any provision, covenant, agreement, or portion of this Contract or its application to any Person or property be held invalid by a court of competent jurisdiction, the remaining provisions of this Contract and the validity, enforceability, and application to any Person or property shall not be impaired thereby, but the remaining provisions shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Contract to the greatest extent permitted by applicable law.

7.16 Entire Agreement

This Contract constitutes the entire agreement between the parties to this Contract concerning the work and supersedes all prior agreements and negotiations between the parties, whether written or oral relating to the subject matter of this Contract.

7.17 Amendments and Modifications

No amendment or modification to this Contract shall be effective until it is reduced to writing and approved and executed by the corporate authorities of the parties in accordance with all applicable statutory procedures.

7.18 Conflicts of Interest

Contractor represents and certifies that, to the best of its knowledge, (1) no elected or appointed official, employee or agent of Owner has a personal financial interest in the business of the Contractor or in this Contract, or has personally received payment or other consideration for this Contract; (2) as of the date of this Contract, neither Contractor nor any person employed or associated with Contractor has any interest that would conflict in any manner or degree with the performance of the obligations under this Contract; and (3) neither Contractor nor any person employed by or associated with Contractor shall at any time during the term of this Contract obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Contract.

7.19 Contract Renewal [Reserved]

IN WITNESS WHEREOF, Owner and Contractor have caused this Contract to be executed in three original counterparts as of the day and year first written above.

ATTEST:

_____
Ashley Palbitska, Deputy City Clerk

CITY OF HIGHLAND PARK

_____
Ghida S. Neukirch, City Manager

ATTEST:

By: _____

Print Name: _____

Title: _____

BUILDERS PAVING, LLC.:

By: _____
Executing Officer

Print Name: _____

Title: _____

#2149124_v3

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

CONTRACTOR'S CERTIFICATION

_____ **EXECUTING OFFICER**, being first duly sworn on oath, deposes and states that all statements herein made are made on behalf of Contractor, that this deponent is authorized to make them, and that the statements contained herein are true and correct.

Contractor deposes, states, and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or the amount of tax, as set forth in 65 ILCS 5/11-42.1-1; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 et seq.

DATED this _____ day of _____, 20___.

ATTEST: **BUILDERS PAVING, LLC.:**

By: _____ By: _____

Print Name: _____ Print Name: _____

Title: _____ Title: _____

Subscribed and sworn to before me this _____ day of _____, 20___

My Commission Expires: _____

_____ [SEAL]
Notary Public

ATTACHMENT A

SUPPLEMENTAL SCHEDULE OF CONTRACT TERMS

1. **Project**:

   The work consists of HMA Surface Removal, Pavement Patching, HMA Binder and Surface Course, PCC Pavement conversion to Composite Pavement, Curb and Gutter Removal and Replacement, PCC Sidewalk, Driveway Pavement, Minor Landscape Restoration with Topsoil and Sod, and other associated improvements. on various roadways within the City of Highland Park, Illinois.

2. **Work Site**:

   Various locations within the city limits of Highland Park, Illinois

3. **Permits, Licenses, Approvals, and Authorizations**:

   Contractor shall obtain all required governmental permits, licenses, approvals, and authorizations, except:

   None

4. **Commencement Date**:

   July 13, 2026

5. **Completion Date**:

   October 9, 2026

6. **Invoicing**:

   Invoices must be submitted within sixty (60) days of completion of the Work. The City has no obligation to pay any invoices submitted after sixty (60) days of the completion of the invoiced Work.

7. **Insurance Coverage**:

   A. Worker's Compensation and Employer's Liability with limits not less than:
      (1) Worker's Compensation: Statutory;
      (2) Employer's Liability:
      $500,000 injury-per occurrence
      $500,000 disease-per employee
      $500,000 disease-policy limit

   Such insurance shall evidence that coverage applies in the State of Illinois Article 107.02.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than **$1,000,000** for vehicles owned, non-owned, or rented.

All employees shall be included as insured.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

(1) General Aggregate: $2,000,000
(2) Bodily Injury: $500,000 per person
$1,000,000 per occurrence
(3) Property Damage: $1,000,000 per occurrence, and
$2,000,000 aggregate
(4) Other Coverage:
Coverages shall include:
- Premises/Operations
- Products/Completed Operations (to be maintained for two years following Final Payment)
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of the Contract)
- Bodily Injury and Property Damage

"X", "C", and "U" exclusions shall be deleted.

Railroad exclusions shall be deleted if Work Site is within 50 feet of any railroad track.

All employees shall be included as insured.

D. Umbrella Policy. The $2,000,000 required coverage may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

E. Owner as Additional Insured. Owner shall be named as an Additional Insured on the required policies excluding worker's compensation.

8. **Contract Price**:

SCHEDULE OF PRICES (SEE ATTACHMENT A-1)

[TO BE SUPPLIED BY BIDDER THROUGH QUESTCDN SUBMITTAL]

9. **Progress Payments**:

A. General. Owner shall pay to Contractor 90 percent of the Value of Work, determined in the manner set forth below, installed and complete in place up to the day before the Pay Request, less the aggregate of all previous Progress Payments, until 50 percent of contract

Value of Work is completed. The total amount of Progress Payments made prior to Final Acceptance by Owner shall not exceed 95 percent of the Contract Price.

B. Value of Work. The Value of the Work shall be determined as follows (when applicable):

(1) Lump Sum Items. For all Work to be paid on a lump sum basis, Contractor shall, not later than 10 days after execution of the Contract and before submitting its first Pay Request, submit to Owner a schedule showing the value of each component part of such Work in form and with substantiating data acceptable to Owner ("***Breakdown Schedule***"). The sum of the items listed in the Breakdown Schedule shall equal the amount or amounts set forth in the Schedule of Prices for Lump Sum Work. An unbalanced Breakdown Schedule providing for overpayment of Contractor on component parts of the Work to be performed first will not be accepted. The Breakdown Schedule shall be revised and resubmitted until acceptable to Owner. No payment shall be made for any lump sum item until Contractor has submitted, and Owner has approved, an acceptable Breakdown Schedule.

Owner may require that the approved Breakdown Schedule be revised based on developments occurring during the provision and performance of the Work. If Contractor fails to submit a revised Breakdown Schedule that is acceptable to Owner, Owner shall have the right either to suspend Progress and Final Payments for Lump Sum Work or to make such Payments based on Owner's determination of the value of the Work completed.

(2) Unit Price Items. For all Work to be paid on a unit price basis, the value of such Work shall be determined by Owner on the basis of the actual number of acceptable units of Unit Price Items installed and complete in place, multiplied by the applicable Unit Price set forth in the Schedule of Prices. The actual number of acceptable units installed and complete in place shall be measured on the basis described in Attachment B to the Contract or, in the absence of such description, on the basis determined by Owner. The number of units of Unit Price Items stated in the Schedule of Prices are Owner's estimate only and shall not be used in establishing the Progress or Final Payments due Contractor. The Contract Price shall be adjusted to reflect the actual number of acceptable units of Unit Price Items installed and complete in place upon Final Acceptance.

C. Application of Payments. All Progress and Final Payments made by Owner to Contractor shall be applied to the payment or reimbursement of the costs with respect to which they were paid and shall not be applied to or used for any pre-existing or unrelated debt between Contractor and Owner or between Contractor and any third party.

END OF SUPPLEMENTAL SCHEDULE OF CONTRACT TERMS

2026 Street Repair Program (#10233328)
Owner: Highland Park IL, City of
Solicitor: Highland Park IL, City of
06/18/2026 02:00 PM CDT

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Engineer Estimate		Builders Paving, LLC		Peter Baker & Son Co	
						Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
BASE BID							$ 1,955,593.46		**$1,608,000.00**		$1,888,878.87
	1	21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	867.64	$ 6.30	$ 5,466.13	$ 0.10	$ 86.76	$ 0.15	$ 130.15
	2	40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	33034.38	$ 0.01	$ 330.34	$ 0.01	$ 330.34	$ 0.01	$ 330.34
	3	40600370	LONGITUDINAL JOINT SEALANT	FOOT	15297	$ 3.41	$ 52,162.77	$ 3.33	$ 50,939.01	$ 4.05	$ 61,952.85
	4	40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	414.08	$ 1.05	$ 434.78	$ 15.00	$ 6,211.20	$ 1.00	$ 414.08
	5	40603200	POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75, N50	TON	1150.57	$ 120.75	$ 138,931.33	$ 110.00	$ 126,562.70	$ 122.00	$ 140,369.54
	6	40604060	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50	TON	4562.53	$ 101.85	$ 464,693.68	$ 95.00	$ 433,440.35	$ 97.00	$ 442,565.41
	7	42001300	PROTECTIVE COAT	SQ YD	1062.5	$ 0.01	$ 10.63	$ 0.01	$ 10.63	$ 1.05	$ 1,115.63
	8	42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	140.5	$ 84.00	$ 11,802.00	$ 85.00	$ 11,942.50	$ 94.50	$ 13,277.25
	9	42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	3966	$ 18.90	$ 74,957.40	$ 18.25	$ 72,379.50	$ 10.50	$ 41,643.00
	10	42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SQ FT	900	$ 18.90	$ 17,010.00	$ 18.25	$ 16,425.00	$ 11.55	$ 10,395.00
	11	44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"	SQ YD	7318.26	$ 2.94	$ 21,515.68	$ 4.75	$ 34,761.74	$ 3.15	$ 23,052.52
	12	44000158	HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"	SQ YD	4558.8	$ 3.94	$ 17,961.67	$ 5.25	$ 23,933.70	$ 4.50	$ 20,514.60
	13	44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	407	$ 10.24	$ 4,167.68	$ 32.00	$ 13,024.00	$ 11.00	$ 4,477.00
	14	44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	40.4	$ 10.50	$ 424.20	$ 10.00	$ 404.00	$ 26.25	$ 1,060.50
	15	44000600	SIDEWALK REMOVAL	SQ FT	4600	$ 2.10	$ 9,660.00	$ 2.00	$ 9,200.00	$ 5.25	$ 24,150.00
	16	44201729	CLASS D PATCHES, TYPE II, 7 INCH	SQ YD	1754.78	$ 105.00	$ 184,251.90	$ 30.00	$ 52,643.40	$ 80.00	$ 140,382.40
	17	44201733	CLASS D PATCHES, TYPE III, 7 INCH	SQ YD	1399.33	$ 85.05	$ 119,013.02	$ 30.00	$ 41,979.90	$ 80.00	$ 111,946.40
	18	44201735	CLASS D PATCHES, TYPE IV, 7 INCH	SQ YD	1687.22	$ 70.40	$ 118,780.29	$ 30.00	$ 50,616.60	$ 80.00	$ 134,977.60
	19	60250200	CATCH BASINS TO BE ADJUSTED	EACH	1	$ 609.00	$ 609.00	$ 465.00	$ 465.00	$ 600.00	$ 600.00
	20	60255500	MANHOLES TO BE ADJUSTED	EACH	22	$ 687.75	$ 15,130.50	$ 825.00	$ 18,150.00	$ 680.00	$ 14,960.00
	21	60260100	INLETS TO BE ADJUSTED	EACH	10	$ 609.00	$ 6,090.00	$ 465.00	$ 4,650.00	$ 600.00	$ 6,000.00
	22	60265700	VALVE VAULTS TO BE ADJUSTED	EACH	1	$ 687.75	$ 687.75	$ 825.00	$ 825.00	$ 725.00	$ 725.00
	23	60266600	VALVE BOXES TO BE ADJUSTED	EACH	1	$ 535.50	$ 535.50	$ 350.00	$ 350.00	$ 560.00	$ 560.00
	24	70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1	$ 162,750.00	$ 162,750.00	$ 120,520.97	$ 120,520.97	$ 177,355.00	$ 177,355.00
	25	70102635	TRAFFIC CONTROL AND PROTECTION, STANDARD 701701	L SUM	1	$ 10,080.00	$ 10,080.00	$ 1.00	$ 1.00	$ 100.00	$ 100.00
	26	70102640	TRAFFIC CONTROL AND PROTECTION, STANDARD 701801	L SUM	1	$ 4,830.00	$ 4,830.00	$ 250.00	$ 250.00	$ 8,200.00	$ 8,200.00
	27	78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	120	$ 8.40	$ 1,008.00	$ 6.00	$ 720.00	$ 6.30	$ 756.00
	28	78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	1537	$ 1.31	$ 2,013.47	$ 1.80	$ 2,766.60	$ 1.55	$ 2,382.35
	29	78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	195	$ 2.21	$ 430.95	$ 2.00	$ 390.00	$ 2.40	$ 468.00
	30	78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	624	$ 4.20	$ 2,620.80	$ 3.20	$ 1,996.80	$ 4.20	$ 2,620.80
	31	78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	224	$ 8.40	$ 1,881.60	$ 6.00	$ 1,344.00	$ 6.30	$ 1,411.20
	32	X0327301	RELOCATE EXISTING MAILBOX	EACH	35	$ 42.00	$ 1,470.00	$ 100.00	$ 3,500.00	$ 310.00	$ 10,850.00
	33	X4021000	TEMPORARY ACCESS (PRIVATE ENTRANCE)	EACH	43	$ 1.05	$ 45.15	$ 25.00	$ 1,075.00	$ 210.00	$ 9,030.00
	34	X4022000	TEMPORARY ACCESS (COMMERCIAL ENTRANCE)	EACH	1	$ 100.00	$ 100.00	$ 75.00	$ 75.00	$ 525.00	$ 525.00
	35	X4240800	DETECTABLE WARNINGS (SPECIAL)	SQ FT	110	$ 31.50	$ 3,465.00	$ 36.00	$ 3,960.00	$ 47.25	$ 5,197.50
	36	X4400100	PORTLAND CEMENT CONCRETE SURFACE REMOVAL (VARIABLE DEPTH)	SQ YD	16590.86	$ 5.30	$ 87,931.56	$ 5.00	$ 82,954.30	$ 4.90	$ 81,295.21
	37	X4405030	LONGITUDINAL PARTIAL DEPTH REMOVAL 3"	FOOT	7759	$ 2.10	$ 16,293.90	$ 10.00	$ 77,590.00	$ 0.01	$ 77.59
	38	X4420900	LONGITUDINAL PARTIAL DEPTH PATCHING	TON	594.86	$ 195.30	$ 116,176.16	$ 125.00	$ 74,357.50	$ 150.00	$ 89,229.00
	39	Z0004510	HOT-MIX ASPHALT DRIVEWAY PAVEMENT, 3"	SQ YD	316.5	$ 61.16	$ 19,357.14	$ 45.00	$ 14,242.50	$ 78.00	$ 24,687.00
	40	Z0062000	SAW CUTTING, 3 IN. DEPTH	FOOT	6152	$ 1.37	$ 8,428.24	$ 1.50	$ 9,228.00	$ 2.35	$ 14,457.20
	41	HP-001	DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS	EACH	9	$ 262.50	$ 2,362.50	$ 200.00	$ 1,800.00	$ 525.00	$ 4,725.00
	42	HP-002	PRE CONSTRUCTION VIDEO RECORDING	L SUM	1	$ 1,500.00	$ 1,500.00	$ 6,700.00	$ 6,700.00	$ 5,100.00	$ 5,100.00
	43	HP-018	BRICK PAVER REMOVAL AND REINSTALLATION	SQ FT	328	$ 26.25	$ 8,610.00	$ 24.00	$ 7,872.00	$ 25.20	$ 8,265.60
	44	HP-021	SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE	EACH	80	$ 210.00	$ 16,800.00	$ 150.00	$ 12,000.00	$ 160.00	$ 12,800.00
	45	HP-022	FLAGSTONE REMOVAL AND REINSTALLATION	SQ FT	100	$ 36.75	$ 3,675.00	$ 40.00	$ 4,000.00	$ 42.00	$ 4,200.00
	46	HP-040	COBBLESTONE REMOVAL AND REINSTALLATION	SQ FT	100	$ 47.25	$ 4,725.00	$ 40.00	$ 4,000.00	$ 42.00	$ 4,200.00
	47	HP-250-01	SEEDING, CLASS 1 (SPECIAL)	SQ YD	844	$ 1.58	$ 1,333.52	$ 27.00	$ 22,788.00	$ 28.35	$ 23,927.40
	48	HP-251-01	EROSION CONTROL BLANKET (SPECIAL)	SQ YD	844	$ 2.84	$ 2,396.96	$ 1.00	$ 844.00	$ 1.05	$ 886.20
	49	HP-252-02	SUPPLEMENTAL WATERING	EACH	1	$ 0.01	$ 0.01	$ 500.00	$ 500.00	$ 525.00	$ 525.00
	50	HP-280-01	DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEANING	EACH	57	$ 267.75	$ 15,261.75	$ 185.00	$ 10,545.00	$ 275.00	$ 15,675.00
	51	HP-562-04	DOMESTIC METER VAULT TO BE ADJUSTED	EACH	2	$ 609.00	$ 1,218.00	$ 1,000.00	$ 2,000.00	$ 560.00	$ 1,120.00
	52	HP-606-05	INTERMITTENT CURB & GUTTER REMOVAL AND REPLACEMENT	FOOT	2308	$ 68.25	$ 157,521.00	$ 64.75	$ 149,443.00	$ 72.45	$ 167,214.60
	53	HP-701-01	CHANGEABLE MESSAGE SIGN CITY OF HIGHLAND PARK	CAL DA	93	$ 42.00	$ 3,906.00	$ 60.00	$ 5,580.00	$ 45.15	$ 4,198.95
	54	HP-701-05	PUBLIC INFORMATION SIGNS USAGE	L SUM	1	$ 9,775.50	$ 9,775.50	$ 7,000.00	$ 7,000.00	$ 2,600.00	$ 2,600.00
	55	HP-886-01	DETECTOR LOOP REPLACEMENT - HIGHLAND PARK	FOOT	230	$ 100.00	$ 23,000.00	$ 37.50	$ 8,625.00	$ 40.00	$ 9,200.00
Base Bid Total:							$ 1,955,593.46		$1,608,000.00		$1,888,878.87

CITY OF HIGHLAND PARK - DEPARTMENT OF PUBLIC WORKS
CONTRACT FOR THE
2026 STREET REPAIR PROGRAM

BIDDER'S PROPOSAL

Owner will receive sealed Bidder's Proposals for the Work until **2:00 p.m.**, local time, **June 18, 2026** via the online electronic bid service through QuestCDN.com [project **#10233328**].

Name of Bidder Builders Paving, LLC ("***Bidder***")
Office
Address 4401 Roosevelt Road
City, State
Zip Hillside, IL 60162

Contact Person Steven Salinas

Email ssalinas@builderspavingllc.com

Telephone (847) 419 - 9000 Fax (847) 419 - 9050

TO: City of Highland Park ("***Owner***")
Public Works Department
1150 Half Day Road
Highland Park, Illinois 60035
Attention: **Anna Stawski, City Engineer**

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. _____, which are securely attached to the end of this Bidder's Proposal ("*Bid Package*").

Bidder acknowledges and agrees that all terms capitalized in this Bidder's Proposal shall have the meaning given to them in the documents included in the Bid Package.

1. **Work Proposal**

A. Contract and Work. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package: (1) to provide, perform and complete at the site or sites described in the Bid Package ("Work Site") and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the 2026 STREET REPAIR PROGRAM; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided in Attachment A to the Contract included in the Bid Package; (3) to procure and furnish all Bonds and all certificates and policies of insurance specified in the Bid Package; (4) to pay all applicable federal, state and local taxes; (5) to do all other things required of Contractor by the Contract; and (6) to provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by or pursuant to, the Contract; all of which is herein referred to as the "Work."

B. Manner and Time of Performance. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that the Bidder will perform the Work in the manner and time prescribed in the Bid Package and according to the requirements of Owner pursuant thereto.

C. General. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will do all other things required of Bidder or Contractor, as the case may be, by the Bid Package.

2. **Contract Price Proposal**

If this Bidder's Proposal is accepted, Bidder will, except as otherwise provided in Article 2.1 of the Contract, take in full payment for all Work and other matters set forth under Section 1 above, including overhead and profit; taxes, contributions, and premiums; and compensation to all subcontractors and suppliers, the compensation set forth on the following "Schedule of Prices" ("***Price Proposal***"), which Bidder understands and agrees will be made a part of the Contract:

A. UNIT PRICE CONTRACT

For providing, performing, and completing all Work related to the **2026 STREET REPAIR PROGRAM**; the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work and by the Unit Price set forth in QuestCDN for such Unit Price Item:

SCHEDULE OF PRICES as uploaded into QuestCDN vBid [project #10233328]

2026 Street Repair Program			
ITEM	**ITEM DESCRIPTION**	**UNIT**	**Quantity**
21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	867.64
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	33,034.38
40600370	LONGITUDINAL JOINT SEALANT	FOOT	15,297.00
40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	414.08
40603200	POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75, N50	TON	1,150.57
40604060	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50	TON	4,562.53
42001300	PROTECTIVE COAT	SQ YD	1,062.50
42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	140.50
42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	3,966.00
42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SQ FT	900.00
44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"	SQ YD	7,318.26
44000158	HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"	SQ YD	4,558.80
44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	407.00
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	40.40
44000600	SIDEWALK REMOVAL	SQ FT	4,600.00

44201729	CLASS D PATCHES, TYPE II, 7 INCH	SQ YD	1,754.78
44201733	CLASS D PATCHES, TYPE III, 7 INCH	SQ YD	1,399.33
44201735	CLASS D PATCHES, TYPE IV, 7 INCH	SQ YD	1,687.22
60250200	CATCH BASINS TO BE ADJUSTED	EACH	1.00
60255500	MANHOLES TO BE ADJUSTED	EACH	22.00
60260100	INLETS TO BE ADJUSTED	EACH	10.00
60265700	VALVE VAULTS TO BE ADJUSTED	EACH	1.00
60266600	VALVE BOXES TO BE ADJUSTED	EACH	1.00
70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1.00
70102635	TRAFFIC CONTROL AND PROTECTION, STANDARD 701701	L SUM	1.00
70102640	TRAFFIC CONTROL AND PROTECTION, STANDARD 701801	L SUM	1.00
78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	120.00
78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	1,537.00
78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	195.00
78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	624.00
78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	224.00
X0327301	RELOCATE EXISTING MAILBOX	EACH	35.00
X4021000	TEMPORARY ACCESS (PRIVATE ENTRANCE)	EACH	43.00
X4022000	TEMPORARY ACCESS (COMMERCIAL ENTRANCE)	EACH	1.00
X4240800	DETECTABLE WARNINGS (SPECIAL)	SQ FT	110.00
X4400100	PORTLAND CEMENT CONCRETE SURFACE REMOVAL (VARIABLE DEPTH)	SQ YD	16,590.86
X4405030	LONGITUDINAL PARTIAL DEPTH REMOVAL 3"	FOOT	7,759.00
X4420900	LONGITUDINAL PARTIAL DEPTH PATCHING	TON	594.86
Z0004510	HOT-MIX ASPHALT DRIVEWAY PAVEMENT, 3"	SQ YD	316.50
Z0062000	SAW CUTTING, 3 IN. DEPTH	FOOT	6,152.00
HP-001	DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS	EACH	9.00
HP-002	PRE CONSTRUCTION VIDEO RECORDING	L SUM	1.00
HP-018	BRICK PAVER REMOVAL AND REINSTALLATION	SQ FT	328.00
HP-021	SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE	EACH	80.00
HP-022	FLAGSTONE REMOVAL AND REINSTALLATION	SQ FT	100.00
HP-040	COBBLESTONE REMOVAL AND REINSTALLATION	SQ FT	100.00

HP-250-01	SEEDING, CLASS 1 (SPECIAL)	SQ YD	844.00
HP-251-01	EROSION CONTROL BLANKET (SPECIAL)	SQ YD	844.00
HP-252-02	SUPPLEMENTAL WATERING	EACH	1.00
HP-280-01	DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEANING	EACH	57.00
HP-562-04	DOMESTIC METER VAULT TO BE ADJUSTED	EACH	2.00
HP-606-05	INTERMITTENT CURB & GUTTER REMOVAL AND REPLACEMENT	FOOT	2,308.00
HP-701-01	CHANGEABLE MESSAGE SIGN – CITY OF HIGHLAND PARK	CAL DA	93.00
HP-701-05	PUBLIC INFORMATION SIGNS USAGE	L SUM	1.00
HP-886-01	DETECTOR LOOP REPLACEMENT - HIGHLAND PARK	FOOT	230.00

B. BASIS FOR DETERMINING PRICES

It is expressly understood and agreed that:

1. The approximate quantities set forth in this Schedule of Prices for each Unit Price Item are Owner's estimate only, that Owner reserves the right to increase or decrease such quantities, and that payment for each Unit Price Item shall be made only on the actual number of acceptable units of such Unit Price Item installed complete in place, measured on the basis defined in the Contract;
2. Owner is not subject to state or local sales, use and excise taxes and no such taxes are included in this Schedule of Prices;
3. All other applicable federal, state, and local taxes of every kind and nature applicable to the Work as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits are included in this Schedule of Prices; and
4. All costs, royalties, and fees arising from the use on, or the incorporation into, the Work of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions are included in this Schedule of Prices.

All claim or right to dispute or complain of any such estimated quantity, or to assert that there was any misunderstanding in regard to the nature or amount of any Unit Price Item to be provided or performed, or to claim any additional compensation by reason of the payment of any such tax, contribution, or premium or any such cost, royalty or fee is hereby waived and released.

3. **Contract Time Proposal**

If this Bidder's Proposal is accepted, Bidder will commence the Work not later than the "***Commencement Date***" set forth in Attachment A to the Contract and will perform the Work diligently and continuously and will complete the Work not later than the "Completion Date" set forth in Attachment A to the Contract.

4. **Firm Proposal**

All prices and other terms stated in this Bidder's Proposal are firm and shall not be subject to withdrawal, escalation, or change for a period of 60 days after the date on which any Bidder's Proposal is opened or such extended acceptance date for Bidder's Proposals as may be established pursuant to Sections 10 and 13 of the General Instructions to Bidders.

5. **Bidder Representations**

A. No Collusion. Bidder warrants and represents that the only persons, firms, or corporations interested in this Bidder's Proposal as principals are those named in Bidder's Sworn Acknowledgment attached hereto and that this Bidder's Proposal is made without collusion with any other person, firm or corporation.

B. Not Barred. Bidder warrants, represents and certifies that it is not barred by law from contracting with Owner or with any unit of state or local government.

C. Qualified. Bidder warrants and represents that it has the requisite experience, ability, capital, facilities, plant, organization and staff to enable Bidder to perform the Work successfully and promptly and to commence and complete the Work within the Contract Price and Contract Time Proposals set forth above. In support thereof, Bidder submits the attached Sworn Work History Statement. In the event Bidder is preliminarily deemed to be one of the most favorable to the interests of Owner, Bidder hereby agrees to furnish upon request, within two business days or such longer period as may be set forth in the request, such additional information as may be necessary to satisfy Owner that Bidder is adequately prepared to fulfill the Contract.

D. Owner's Reliance. Bidder acknowledges that Owner is relying on all warranties, representations and statements made by Bidder in this Bidder's Proposal.

6. **Surety and Insurance**

Bidder herewith tenders surety and insurance commitment letters as specified in Section 6 of the Invitation for Bidder's Proposals.

7. **Bid Security**

Bidder herewith issues a Bid Bond as specified in Section 6 of the Invitation for Bidder's Proposals for the sum of 3% Bid Bond dollars ("***Bid Security***").

8. **Owner's Remedies**

Bidder acknowledges and agrees that should Bidder fail to timely submit all additional information that is requested of it; or should Bidder, if Owner awards Bidder the Contract, fail to timely submit all the Bonds and all the certificates and policies of insurance required of it; or should Bidder, if Owner awards Bidder the Contract, fail to timely execute the Contract, Contractor's Certification and all other required documentation related to the Contract, it will be difficult and impracticable to ascertain and determine the amount of damage that Owner will sustain by reason of any such failure and, for such reason, Owner shall have the right, at its option in the event of any such default by Bidder, to retain or recover as reasonably estimated liquidated damages, and not as a penalty, the entire amount of the Bid Security or to exercise any and all equitable remedies it may have against Bidder.

9. **Owner's Rights**

Bidder acknowledges and agrees that Owner reserves the right to reject any and all Bidder's Proposals, reserves the right to accept or reject any item of any Bidder's Proposal and reserves such other rights as are set forth in Section 13 of the General Instructions to Bidders.

10. **Bidder's Obligations**

In submitting this Bidder's Proposal, Bidder understands and agrees that it shall be bound by each and every term, condition or provision contained in the Bid Package, which are by this reference incorporated herein and made a part hereof.

DATED this 18th day of June, 2026

ATTEST:

By: _____

Print Name: Joe Michael

Title: Secretary

BIDDER

By: _____

Print Name: Steven Salinas

Title: Vice President

BUILDERS PAVING, LLC LIMITED LIABILITY SEAL ILLINOIS 2010 COMPANY

INSTRUCTION – FORM OF BIDDER'S PROPOSAL ACKNOWLEDGEMENT

CITY OF HIGHLAND PARK - DEPARTMENT OF PUBLIC WORKS

CONTRACT FOR THE
2026 STREET REPAIR PROGRAM

BIDDER'S SWORN ACKNOWLEDGEMENT

Builders Paving, LLC **NAME** ("***Deponent***"), being first duly sworn on oath, deposes and states that the undersigned Bidder is organized as indicated below and that all statements herein made are made on behalf of such Bidder in support of its Bidder's Proposal for the above Contract and that Deponent is authorized to make them.

Deponent also deposes and states that Bidder has carefully prepared, reviewed, and checked its Bidder's Proposal and that the statements contained in its Bidder's Proposal and in this Acknowledgement are true and correct.

COMPLETE APPLICABLE SECTION ONLY

1. x~~Corporation~~ Limited Liability Company

The Bidder is a corporation that is organized and existing under the laws of the State of Illinois, that is qualified to do business in the State of Illinois, and that is operating under the legal name of Builders Paving, LLC.

The officers of the corporation are as follows:

TITLE	NAME	ADDRESS
President	Ryan Gandy	4401 Roosevelt Road, Hillside, IL 60162
Vice President	Steven Salinas	4401 Roosevelt Road, Hillside, IL 60162
Secretary	Joe Michael	4401 Roosevelt Road, Hillside, IL 60162
Treasurer		

Builders Asphalt, LLC, 4401 Roosevelt Road, Hillside, IL 60162

2. **Partnership**

The Bidder is a partnership that is organized, existing and registered under the laws of the State of _____ pursuant to that certain Partnership Agreement dated as of ____/____/_____ that is qualified to do business in the State of Illinois, and that is operating under the legal name of _____.

The general partners of the partnership are as follows:

NAME	ADDRESS

3. **Individual**

The Bidder is an individual whose full name is _____ whose residence address is and whose business address is _____. If operating under a trade or assumed name said trade or assumed name is as follows:

_____**[NAME]**.

4. **Joint Venture**

The Bidder is a joint venture that is organized and existing under the laws of the State of _____ pursuant to that certain Joint Venture Agreement dated as of _____/_____/_____ that is qualified to do business in the State of Illinois, and that is operating under the legal name of _____.

The signatories to the aforesaid Joint Venture Agreement are as follows:

NAME (and ENTITY TYPE)	**ADDRESS**
_____(___)	_____
_____(___)	_____
_____(___)	_____

DATED this 18th day of June, 2026

ATTEST:

By: _____

Title: Joseph Michael, Secretary

BIDDER

By: _____

Title: Steven Salinas, Vice President

BUILDERS PAVING, LLC LIMITED LIABILITY SEAL ILLINOIS 2010 COMPANY

Subscribed and Sworn to
Before me this 18th day
of June, 2026

_____ [SEAL]
Notary Public

OFFICIAL SEAL
KYLIE GWENN DAVENPORT
Notary Public, State of Illinois
Commission No. 1011584
My Commission Expires June 06, 2029

My Commission Expires: 06/06/29

CITY OF HIGHLAND PARK - DEPARTMENT OF PUBLIC WORKS
CONTRACT FOR THE
2026 STREET REPAIR PROGRAM

BIDDER'S SWORN WORK HISTORY STATEMENT

Steven Salinas, Vice President - Builders Paving, LLC ("***Deponent***"), being first duly sworn on oath, deposes and states that all statements made in this Sworn Work History Statement are made on behalf of the undersigned Bidder in support of its Bidder's Proposal for the above Contract and that Deponent is authorized to make them.

Deponent also deposes and states that Bidder has carefully prepared, reviewed, and checked this Sworn Work History Statement and that the statements contained in this Sworn Work History Statement are true and correct.

IF NECESSARY FOR FULL DISCLOSURE, ADD SEPARATE SHEETS

JOINT VENTURES MUST SUBMIT SEPARATE SWORN WORK HISTORY STATEMENTS FOR THE JOINT VENTURE AND FOR EACH SIGNATORY TO THE JOINT VENTURE AGREEMENT

1. **Nature of Business**

State the nature of Bidder's business: Producer of Asphalt Paving Materials and Paving Contractor

2. **Composition of Work**

During the past three years, Bidder's work has consisted of:

.015 % Federal	.75 % As Contractor	.85 % Bidder's Forces
.835 % Other Public	.10 % As Subcontractor	.15 % Subcontractors
.15 % Private		.15 % Materials

3. **Years in Business**

State the number of years that Bidder, under its current name and organization, has been continuously engaged in the aforesaid business: 16 years

4. **Predecessor Organizations**

If Bidder has been in business under its current name and organization for less than five years, list any predecessor organizations:

NAME	ADDRESS	YEARS
N/A		

5. **Business Licenses**

List all business licenses currently held by Bidder:

ISSUING AGENCY	TYPE	NUMBER	EXPIRATION
See attached Certificate of Eligibility			

6. **Related Experience**

List three projects most comparable to the Work completed by Bidder, or its predecessors, in the past five years:

	PROJECT ONE	PROJECT TWO	PROJECT THREE
Owner Name	See attached list of references		
Owner Address			
Reference			
Telephone Number			
Type of Work			

	PROJECT ONE	PROJECT TWO	PROJECT THREE
Contractor (If Bidder was) (Subcontractor)			
Amount of Contract			
Date Completed			

DATED this 18th day of June, 2026

ATTEST:

By: _____

Title: Joseph Michael, Secretary

BIDDER

By: _____

Title: Steven Salinas, Vice President

BUILDERS PAVING, LLC LIMITED LIABILITY COMPANY SEAL ILLINOIS 2010

Subscribed and Sworn to
Before me this 18th day
of June, 2026

My Commission Expires: 06/06/29

OFFICIAL SEAL
KYLIE GWENN DAVENPORT
Notary Public, State of Illinois
Commission No. 1011584
My Commission Expires June 06, 2029

Kylie Gwenn Davenport [SEAL]
Notary Public

SEE GENERAL INSTRUCTIONS TO BIDDERS, SECTION 7, FOR SIGNATURE REQUIREMENTS

5385236_v1

STATE OF ILLINOIS)
) SS
COUNTY OF Cook)

CONTRACTOR'S CERTIFICATION

Steven Salinas, Vice President **EXECUTING OFFICER**, being first duly sworn on oath, deposes and states that all statements herein made are made on behalf of Contractor, that this deponent is authorized to make them, and that the statements contained herein are true and correct.

Contractor deposes, states, and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or the amount of tax, as set forth in 65 ILCS 5/11-42.1-1; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 et seq.

DATED this 18th day of June, 2026.

ATTEST:

By: _____

Print Name: Joseph Michael

Title: Secretary

BIDDER

By: _____

Print Name: Steven Salinas

Title: Vice President

BUILDERS PAVING, LLC LIMITED LIABILITY SEAL ILLINOIS 2010 COMPANY

Subscribed and sworn to before me this 18th day of June, 2026

My Commission Expires: 06/06/29

Kylie Gwenn Davenport
Notary Public

[SEAL] OFFICIAL SEAL
KYLIE GWENN DAVENPORT
Notary Public, State of Illinois
Commission No. 1011584
My Commission Expires June 06, 2029

ATTACHMENT B

SPECIAL PROVISIONS - GENERAL

1 - Forms of Special Provisions

Omissions of words or phrases such as "the contractor shall," "in conformance with," "shall be," "as noted on the plans," "according to the plans," "a," "the," and "all" are intentional, and the Contractor must supply omitted words or phrases by inference.

2 - Notice to Proceed

The Contractor shall proceed with the work and in the time set forth according to the conditions as outlined in the Invitation for Bids.

3 - Minor Work

Any minor work not specifically mentioned in the specifications or shown on the plans, but obviously necessary for proper completion of the work, shall be considered as being a part of and included in the contract, shall be executed in the proper manner and the Contractor shall not be entitled to extra or additional compensation for the same.

4 - Waste Sites

All waste material shall be hauled to a site of the Contractor's choice. Cost of disposal of same will be included in the contract cost and not paid by the City as a separate item.

5 - Working Days

Except for such work as may be required to properly maintain lights and barricades, no work will be permitted on Sunday, legal holidays, or weekdays between 7:00 p.m. and 7:00 a.m. On Saturdays, no work shall begin before 9:00 a.m. or continue after 5:00 p.m. without specific written permission of the Engineer.

If work outside of normal working day hours is necessary, payment at 1.5 times the salary and benefits of the City inspector shall be payable to the City. Reasonable delays due to weather or conditions beyond the control of the City or Contractor may not require payment.

6 - Codes and Standards

The "Standard Specifications for Road and Bridge Construction" prepared by the State of Illinois, Department of Transportation and adopted by said Department January 1, 2016, the Supplemental Specifications and Recurring Special Provisions adopted by said Department January 1, 2020 and the latest Standard Specifications for Traffic Control Items, prepared by said Department shall govern the construction of the proposed improvement insofar as applicable and except as modified herein; said specifications shall hereinafter be referred to as the "Standard Specifications." The following regulations or the latest revisions thereof are adopted by reference and the Contractor shall be responsible for conformance to same:

1. "Highland Park Building Code"
2. "Illinois Manual of Uniform Traffic Control Devices"

The following special provisions supplement these specifications, and in case of conflict, the special provisions shall take precedence and shall govern:

Division 1. Add the following articles to Section 101 of the State Standard Specifications –

Definition of Terms:

Art. 101.14 Department

The terms ", Council, City Council, Municipality" or other words used to describe the Awarding Authority in these documents and the Standard Specifications shall be interpreted to mean the City Council of the City of Highland Park.

Art. 101.39Roadway

Shall also include "Street, Parking Lots, Public Easements, Approaches," and shall be construed to mean the entire area defined in Art. 101.35.

7 - Water from the City of Highland Park

Water for construction purposes may be available from the City. The City's first preference is that the Contractor obtain water from the Public Works yard at 1150 Half Day Road. A water use permit must be taken out by the contractor without fee. If obtaining water from the Public Works yard is not practical then water from a City fire hydrant may be available. The City will dictate which hydrant may be used by the Contractor. A City meter is required to connect to a hydrant and a deposit is required prior to issuance of the meter. Upon completion of use of water the meter must be returned to the City in good condition. Meters damaged by the Contractor will be either repaired or replaced at the Contractor's expense.

8 - Access

The Contractor shall conduct his operation so that access to existing homes and businesses are maintained.

9 - Construction Schedule

Prior to commencing construction operations, the Contractor or his authorized representative shall meet with the Engineer of the City of Highland Park and present, in writing, his proposed construction schedule. Said schedule shall contain such information as the Engineer deems necessary, particularly in regard to location and date of starting construction, location of off-site disposal areas and access routes to be used, and when various phases of the work (including restoration) will be completed.

10 - Conduct of Construction Operations

Cooperation shall be extended by the Contractor to notify homeowners and businesses as to when direct vehicular access to their property will be curtailed and approximate length of time of such curtailment and directions where to park. Written notification will be given to all effected properties 48 hours prior to access curtailment. A sample letter shall be provided to the Engineer at the time of the pre-construction meeting.

Heavy construction vehicles will not be permitted to cross over curbs or use private driveways for turnarounds. Any damage to parkways, curbs, and driveways caused by the Contractor's operations will be repaired at his expense.

11 - Sanitary Facilities & Rubbish Control

The Contractor shall provide suitable toilet facilities at the job site in a location approved by the Engineer. The facility shall be approved by the City and shall be kept in a clean and sanitary condition. Sanitary Sewer manholes used for toilet facilities shall be cleaned and flushed upon removal of temporary toilet facilities.

During construction, the premises shall be kept clean of rubbish, paper and other debris. A suitable refuse container shall be provided in the vicinity of the parking area for disposal of lunch wrappings and garbage. The refuse contained shall be emptied regularly.

12 - Tree Trimming

All tree trimming, pruning and repair of wound surfaces shall be at the Contractor's expense and under the supervision of the City Forester. The Contractor shall provide proper tree guards to protect trees from

damage due to construction equipment and operations. The Contractor shall provide all labor and materials required, and the cost thereof shall be incidental to the contract. All dead trees within the right of way of the improvement shall be removed and shall be paid for at the contract unit price listed in the proposal.

13 - Construction Safety

The Contractor shall take all precautions necessary to protect the general public and his workmen from hazardous locations that might occur within the limits of the improvement. All trench openings and other construction openings extending below the pavement subgrade shall be fenced off with an adequately supported four-foot high snow fence at all times when actual construction is not in progress at the opening location.

The duty of the Engineer to inspect all work done and materials furnished and to suspend any work that is being improperly performed does not include review or approval of the adequacy of the contractor's safety measures, methods and bracing of excavated trenches in, on or near the construction site.

14 - Bracing and Sheeting

It shall be the contractor's responsibility to protect open cut trenches as may be required by state or federal law, as may be necessary to protect life, property, or the work. Trenches in the pavements or in close proximity to improved streets or roadways shall be sheeted or braced in a substantial and effective manner. Sheeting may be removed after backfilling has been completed to such elevation as to permit its safe removal. Sheeting and bracing left in place must be removed for a distance of three feet below the established street grade. The cost of furnishing, placing and removing sheeting and bracing shall be incidental to construction, and included in the contract unit price for the work being done.

15 - Potable Water Lines

Any work performed on a potable water supply **shall be done under the direction of a plumber licensed by the State of Illinois.** The contractor shall furnish the Engineer with the plumber's license number prior to starting any work on any potable water supply.

16 - Protection of Utilities

In excavating trenches and laying pipe, all existing utilities, including water pipes and services, sewer pipes and services, gas pipes and services, electric or telephone transmission pole lines, cable or conduits, shall be protected, supported, maintained in service and restored to the condition in which they were found, all at no extra remuneration. Where any utility facility, including service connections, is endangered or damaged by the work, the utility management shall be notified by the contractor, and the contractor shall cooperate with the utility and pay the cost of protection and repair, if damaged. The engineers have endeavored to locate subsurface obstructions from field surveys and available records, and known structures are shown on the plans or notice given of their presence. While the work was carefully done, the accuracy of the information cannot be guaranteed. Invert elevations of sanitary and storm sewers have been obtained from field surveys; where possible, elevations are shown on the plans. Wherever the contractor deems it necessary to determine the exact location of existing pipe, valve, or other underground structures, the contractor may make any examinations that he may determine desirable in advance of the work. No added compensation will be paid therefore.

END OF SPECIAL PROVISIONS – GENERAL

Special Provisions for
Maintenance Program

City of Highland Park

TABLE OF CONTENTS

SCOPE OF WORK (HMA MILLING & RESURFACING) 1

SCOPE OF WORK (PCC VARIABLE DEPTH MILLING & HMA RESURFACING) 1

IDOT RULES FOR PREQUAL. OF CONTRACTORS – CATEGORY 3 HOT-MIX ASPHALT (HMA) PLANT MIX 1

CONTRACT SEQUENCING 1

HP-012 - CONSTRUCTION WORK PERIODS 1

PRE-CONSTRUCTION MEETING 2

DAMAGE TO EXISTING STAMPED ASPHALT DRIVEWAYS 3

HP 001 DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS 3

HP-002 - PRE-CONSTRUCTION VIDEO RECORDING 3

HP-003 PROGRESS MEETINGS 4

HP-004 CONSTRUCTION SEQUENCING WITH FINE FOR FAILURE TO COMPLY 4

HP-005 COMMENCEMENT DATE WITH FINE FOR FAILURE TO COMPLY 4

HP-006 NOTIFICATION TO THE CITY FOR DRIVEWAY ACCESS WITH FINE FOR FAILURE TO COMPLY 5

HP-007 OPENING DRIVEWAYS FOR VEHICULAR ACCESS WITH FINE FOR FAILURE TO COMPLY5

HP-008 - PRE-CONSTRUCTION MEETING 5

HP-010 - MAINTENANCE OF ROADWAYS 6

HP-013 - USE OF FIRE HYDRANTS 6

HP-015 - LOCAL WASTE COLLECTION SERVICES 7

HP-018 BRICK PAVER REMOVAL AND REINSTALLATION 7

HP-020 ROCKS/BOULDERS IN THE CITY RIGHT OF WAY/PARKWAY 8

HP-021 - SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE 8

HP-022 - FLAGSTONE REMOVAL AND REINSTALLATION 9

HP-023 - SAW CUTTING NEW CONCRETE CURB AND CONCRETE SHOULDERS 10

HP-024 - JULIE NOTIFICATION 10

HP-025 - PAY ESTIMATES AND PAYMENT 11

HP-027 EXISTING STORM SEWER PIPE TO REMAIN IN PLACE 12

HP-033 REQUIRMENT FOR FULL-TIME, ONSITE SUPERINTENDENT WITH FINE FOR FAILURE TO COMPLY 12

HP-034 REMOVAL OF TEMPORARY SANITARY FACILITIES (PORT O JOHN) WITH FINE FOR FAILURE TO COMPLY 14

HP-035 REMOVAL OF TRAFFIC CONTROL DEVICES WITH FINE FOR FAILURE TO COMPLY 15

HP-037 – EXCAVATION LIMITS FOR CURB OR CURB AND GUTTER, SIDEWALK, SHOULDERS, AND DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT 15

HP-038 – PROTECTION OF PORTLAND CEMENT CONCRETE SURFACES 16

HP-040 - COBBLESTONE REMOVAL AND REINSTALLATION 16

HP-107-01 - KEEPING THE ROAD OPEN TO TRAFFIC 17

HP-107-02 - CONCRETE WASHOUT FACILITY 18

HP-107-03 - SPECIAL PROVISIONS FOR INSURANCE – IDOT LOCAL ROADS 18

HP-107-04 - DUST CONTROL WITH FINE FOR FAILURE TO COMPLY 19

HP-108-01 COMPLETION DATE PLUS WORKING DAYS 20

HP-202-02 - EARTH EXCAVATION 20

HP-250-01 SEEDING, CLASS 1 (SPECIAL) 20

HP-251-01 – EROSION CONTROL BLANKET (SPECIAL) 21

HP-280-01 - DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEANING 22

HP-562-04 - DOMESTIC METER VAULTS TO BE ADJUSTED 23

HP-562-05 - DOMESTIC WATER SERVICE BOXES TO BE ADJUSTED 23

HP-606-05 – INTERMITTENT CURB AND GUTTER REMOVAL AND REPLACEMENT 24

HP-701-01 CHANGEABLE MESSAGE SIGN – CITY OF HIGHLAND PARK 24

HP-701-03 TRAFFIC CONTROL PLAN 25

HP-701-05 PUBLIC INFORMATION SIGNS USAGE 26

HP-886-01 DETECTOR LOOP REPLACEMENT – HIGHLAND PARK 27

X0327301 RELOCATE EXISTING MAILBOX 28

X4240800 DETECTABLE WARNINGS (SPECIAL) 29

Z0062000 - SAW CUTTING, 3" 30

IDOT DISTRICT ONE - SPECIAL PROVISIONS 31

MAINTENANCE OF ROADWAYS 31

HOT-MIX ASPHALT BINDER AND SURFACE COURSE (D1) 31

FRICTION AGGREGATE (D1) 35

SLIPFORM PAVING (D1) 40

HAMBURG WHEEL AND TENSILE STRENGTH RATIO TESTING (D-1) 40

IDOT LOCAL ROADS - SPECIAL PROVISIONS 42

BITUMINOUS MATERIALS COST ADJUSTMENT FOR LOCAL LETTINGS 43

FUEL COST ADJUSTMENT FOR LOCAL LETTINGS 46

SPECIAL PROVISION FOR INSURANCE 50

BDE SPECIAL PROVISIONS 51

BITUMINOUS MATERIALS COST ADJUSTMENTS (BDE) 52

CEMENT, FINELY DIVIDED MINERALS, ADMIXTURES; CONCRETE, AND MORTAR (BDE) 55

COMPENSABLE DELAY COSTS (BDE) 66

CONSTRUCTION AIR QUALITY – DIESEL RETROFIT (BDE) 70

HOT-MIX ASPHALT (BDE) 72

HOT-MIX ASPHALT – LONGITUDINAL JOINT SEALANT (BDE) 74

ILLINOIS WORKS APPRENTICESHIP INITIATIVE – STATE FUNDED CONTRACTS (BDE) 76

PAVEMENT MARKING INSPECTION (BDE) 77

PERFORMANCE GRADED ASPHALT BINDER (BDE) 78

SUBMISSION OF PAYROLL RECORDS (BDE) 83

END OF SPECIAL PROVISIONS - DETAIL SPECIFICATIONS

SCOPE OF WORK (HMA MILLING & RESURFACING)
Work in this contract includes HMA Surface Removal, Pavement Patching, HMA Binder and Surface Course, Curb and Gutter Removal and Replacement, PCC Sidewalk, Driveway Pavement, Minor Landscape Restoration with Topsoil and Sod, and other associated improvements.

SCOPE OF WORK (PCC VARIABLE DEPTH MILLING & HMA RESURFACING)
The work included in this Contract shall consist of furnishing all the materials, labor, equipment and incidentals required to complete PCC Surface Removal Variable Depth HMA Binder and Surface Course, miscellaneous PCC Sidewalk Repairs, Combination Concrete Curb and Gutter removal and replacement, drainage structure adjustments, Hot Poured Joint Seal applications, small miscellaneous Hot-Mix Asphalt (HMA) work, and minor landscape restoration with topsoil and seeding or sod and all other incidental work necessary to complete this improvement according to the Contract Documents.

IDOT RULES FOR PREQUAL. OF CONTRACTORS – CATEGORY 3 HOT-MIX ASPHALT (HMA) PLANT MIX
Contractors bidding on this project shall review and be familiar with IDOT's Rules for Prequalification of Contractors, Authorized to Bid, and Subcontractor Registration, adopted July 2, 1994 and amended May 8, 2008.

Contractors bidding on this project are not required to own an asphalt plant. However, the contractor or subcontractor that performs work associated with the following pay items shall meet the IDOT work Category 3 prequalifications:

40600625	LEVELING BINDER (MACHINE METHOD), N50
40603080	HOT-MIX ASPHALT BINDER COURSE, IL-19.0, N50
40603200	POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75, N50

Contractors shall be required to submit their current IDOT prequalifications (and/or their proposed subcontractors' prequalificiations, as may be applicable) when submitting their bid on through the QuestCDN website.

CONTRACT SEQUENCING
The Contractor shall notify the City at least 72 hours in advance of beginning work. Construction operations shall be conducted in a manner such that streets will remain open to all traffic. At no time shall residents or business owners be kept out of their driveway over a weekend or holiday as defined in article 107.09 of the Standard Specifications.

Work shall be scheduled so that it is continuous on the various roadways and within each municipality. The Contractor and approved Subcontractor(s) shall, at all times, employ and provide sufficient labor, tools, equipment, and other incidental items for prosecuting the work to full completion in the manner and time required by the contract. Furthermore, article 440.04 shall be revised to read as follows: 'Milled or removed pavement shall be resurfaced within five (5) calendar days.'

HP-012 - CONSTRUCTION WORK PERIODS
Effective: January 1, 2020
Revised: January 1, 2025

Except for such work as may be required to properly maintain lights and barricades, no work will be permitted on Sunday, legal holidays, or weekdays between 7:00 p.m. and 7:00 a.m. On Saturdays, no work shall begin before 9:00 a.m. or continue after 5:00 p.m. without specific permission of the Engineer.

Upon prior written approval of the City, the contractor may work during the hours otherwise prohibited pursuant to the preceding paragraph. Such approval will be conditioned upon the agreement of the contractor to pay to the City 1.5 times the salary and benefits of any City Engineering Inspector required to work as a result of such approval.

Without specific permission of the City Engineer (City of Highland Park) and except for such work as may be required to properly maintain lights and barricades, no work will be permitted on:

A. Weekdays between 7:00 p.m. and 7:00 a.m.
B. Saturdays between 9:00 a.m. and 5:00 p.m.
C. Sundays
D. Holidays listed below:

Holiday	Date Observed
New Year's Day	01/01/2026
Martin Luther King Jr Day	01/19/2026
Passover (beg. Sundown 4/1/26)	04/02/2026
Memorial Day	05/25/2026
Independence Day	07/04/2026
Labor Day	09/07/2026
Rosh Hashanah (sundown 9/11/26)	09/12/2026
Yom Kippur (sundown 9/20/26)	09/21/2026
Veterans Day	11/11/2026
Thanksgiving Day	11/26/2026
Christmas	12/25/2026

PRE-CONSTRUCTION MEETING

Prior to commencing any construction operations, there shall be a pre-construction meeting. The Owner or Engineer will set the time and date of the meeting after execution of the contract by both parties, and the City will provide information to hold a virtual meeting via zoom.

The Contractor shall submit the following items for City review and approval at least (24) hours before the pre-construction meeting:

- A Progress Schedule
- The names and qualifications of the Contractor's designated Project Superintendent and Alternate Project Superintendent. See contract special provision no. HP-033 for submittal requirements.
- The 24-hour emergency phone number, field phone number, pager number, and cellular phone number of the Contractor's superintendent and alternate superintendent.
- The name and 24-hour emergency telephone number of the person in the direct employ of the Contractor who is responsible for administrating the Traffic Control and Protection for the Contract
- A list of subcontractors with contact names, addresses, and phone numbers. Also, include quantity and type of work to be sublet.
- A list of material suppliers with contacts and phone numbers.

- A list of mix designs for concrete and bituminous items to be incorporated in the Contract.

DAMAGE TO EXISTING STAMPED ASPHALT DRIVEWAYS
Effective: January 1, 2020

Any damage to the existing colored stamped asphalt driveway beyond the proposed back of curb line shall be repaired at the Contractor's expense. The Contractor shall match the color and pattern of the existing stamped asphalt.

HP 001 DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS
Description. There are residents who have special mobility needs within the project limits. This work shall consists of limiting disruption of access to driveways or maintaining access to driveways that serve these residents where disruption of access cannot occur for extended periods of time.

Materials. The materials shall be according to:

- Section 1003 or;
- Section 1004 or;
- Section 1006 or;
- ASTM A36 Grade 36 or;
- ASTM A572 or;
- Or as approved by the Engineer.

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements. At the City's request the Contractor shall provide the City for our review and approval with a written plan to maintain access at these locations. The plan may include furnishing and installing steel plates to maintain access. Steel plates shall have a minimum thickness of one-half (1/2) inch or as required to span the required distance. Other items may include providing additional aggregate so access can be maintained while concrete items cure.

Method of Measurement. This work will be measured for at the contract price per each for **DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS**.

Basis of Payment. This item will be paid for at the contract price per each for **DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS**, which price shall include all materials, labor and equipment to install items required for this work and for removal of such items when those items are no longer required.

HP-002 - PRE-CONSTRUCTION VIDEO RECORDING
Effective: January 1, 2020

Description. This work shall be done in accordance with the Standard Specifications insofar as applicable.

Materials. This work shall include providing the City with detailed recording of the construction site.

Construction Requirements. Detailed recording of the construction site, in DVD format, shall be taken and submitted to the City Engineer for approval prior to project mobilization and start of construction. Included in the item is complete documentation of project site existing conditions,

location of all objects which include street signage, road, driveways, trees, landscaping and mailboxes along the project route.

The video fill shall be submitted in a format that can be played by conventional video players such as Mircrosoft Video Editor. The media used may be a USB flash drive, a portable HDD or SSD, or a DVD compact disc. Media submitted shall become the property of the City and shall not be returned to the Contractor.

Method of Measurement. This work shall be measured for at the contract unit price per lump sum.

Basis of Payment. This work shall be paid for at the contract unit price per lump sum, for **PRE-CONSTRUCTION VIDEO RECORDING** which price shall include all labor, equipment and materials required to complete the work.

HP-003 PROGRESS MEETINGS
Effective: January 1, 2020
Revised: January 1, 2023

Weekly progress meetings will be held with the City and the Contractor. The City will send written notification to the Contractor informing him of the date, time and location of the progress meeting. The Contractor's superintendent or staff member responsible for the work shall be present at the meeting.

At the City's discretion the meetings may be held on-site. If the meetings are not held on-site, the City will provide information to hold a virtual meeting via Zoom.

At each meeting the Contractor shall provide the City with a construction schedule. The construction schedule will show future work planned for a two (2) week period out from the date of the progress meeting. Also, the contractor will provide the City with an update on work completed the week prior to the progress meeting.

HP-004 CONSTRUCTION SEQUENCING WITH FINE FOR FAILURE TO COMPLY
Effective: January 1, 2020

After the completion of underground work, the Contractor is required to begin pavement work within two weeks. At the Weekly Progress Meeting, the Contractor will be informed of this schedule. Failure to adhere to these strict timelines will result in the assessment of fines to the Contractor in the amount of *$1,275* per calendar day.

After placement of binder course, the Contractor is required to begin placement of final asphalt surface within two weeks. At the Weekly Progress Meeting, the Contractor will be informed of this schedule. Failure to adhere to these strict timelines will result in the assessment of fines to the Contractor in the amount of $*1,275* per calendar day.

HP-005 COMMENCEMENT DATE WITH FINE FOR FAILURE TO COMPLY
Effective: January 1, 2020

The Contractor shall commence construction on July 6, 2026. For each calendar day, exclusive of Saturday, Sunday or a Holiday (including Holidays noted by the City's Ordinance) that elapses without work the contractor shall be assessed fines in the amount of *$1,275* per calendar day.

There may be times when work cannot be performed, such as when inclement weather prevents work from being performed. When this occurs, the Contractor shall bring this in writing to the City Engineer's attention so a determination can be made if work cannot occur. When work is not performed either

due to inclement weather or as determined by the City Engineer or when a Holiday takes place, fines will not be assessed.

HP-006 NOTIFICATION TO THE CITY FOR DRIVEWAY ACCESS WITH FINE FOR FAILURE TO COMPLY
Effective: January 1, 2020

When the work will interrupt access to a driveway the Contractor shall notify the City in writing by 8 a.m., Monday through Friday, **72 hours in advance of this work beginning.** A separate or new notification will be provided if work is not possible due to an item such as inclement weather. **Failure to notify the City within the period noted prior to commencement of this work will result in fines being assessed upon the contractor in the amount of $300.00 per driveway for each 24 hour period that elapses.** Such fines will be deducted, accordingly, from a Progress Payment due to the contractor.

No closure of driveways will be allowed without prior notification. At the Weekly Progress Meeting, the driveway access and closure will be discussed. It is the Contractor's responsibility to notify the City of the plan. Not all driveways will be allowed to close due to mobility issues of the residents. Delays caused by Contractor due to this action will be counted as a working day. No additional contract days will be allowed.

HP-007 OPENING DRIVEWAYS FOR VEHICULAR ACCESS WITH FINE FOR FAILURE TO COMPLY
Effective: January 1, 2020
Revised: March 22, 2023

The work shall consist of reconstructing concrete curbs, concrete driveway aprons and concrete sidewalks in areas of existing driveways where the work disrupts vehicular access to the driveway. Work includes of removing existing deteriorated concrete as field marked by the City and construction of new concrete to repair the marked areas.

The work shall be done in accordance with Sections 202, 423, 424 and 440 of the Standard Specifications. PP-1 shall be used to accelerate curing of the concrete.

The Contractor shall sequence the work in a manner to expeditiously complete this portion of the work with a minimum disruption of vehicular access to the driveway.

The total work effort is to be completed in five (5) calendar days, excluding Sundays and adverse weather days. At the end of the five calendar day period vehicular access shall be restored to the driveway and the contractor shall remove traffic control devices that restrict the driveway access.

Failure by the contractor to complete the work and remove the traffic control devices in the specified five (5) calendar days will result in fines being assessed upon the contractor in the sum of $300 per calendar day per driveway.

Such fines will be deducted, accordingly, from a Progress Payment due to the contractor.

HP-008 - PRE-CONSTRUCTION MEETING
Effective: January 1, 2020
Revised: January 5, 2022

Prior to commencing any construction operations, there shall be a pre-construction meeting. The Owner or Engineer will set the time and date of the meeting after execution of the contract by both parties, and the City will provide information to hold a virtual meeting via zoom.

The Contractor shall submit the following items for City review and approval at least (24) hours before the pre-construction meeting:

- A Progress Schedule
- The names and qualifications of the Contractor's designated Project Superintendent and Alternate Project Superintendent. See contract special provision no. HP-033 for submittal requirements.
- The 24-hour emergency phone number, field phone number, pager number, and cellular phone number of the Contractor's superintendent and alternate superintendent.
- The name and 24-hour emergency telephone number of the person in the direct employ of the Contractor who is responsible for administrating the Traffic Control and Protection for the Contract
- A list of subcontractors with contact names, addresses, and phone numbers. Also, include quantity and type of work to be sublet.
- A list of material suppliers with contacts and phone numbers.
- A list of mix designs for concrete and bituminous items to be incorporated in the Contract.

HP-010 - MAINTENANCE OF ROADWAYS
Effective: January 1, 2020

Beginning on the date that work begins on this project, the Contractor shall assume responsibility for normal maintenance of all existing roadways within the limits of the improvement. This normal maintenance shall include all repair work deemed necessary by the Engineer, but shall not include snow removal operations. Traffic control and protection for maintenance of roadways will be provided by the Contractor as required by the Engineer.

If items of work have not been provided in the contract, or otherwise specified for payment, such items, including the accompanying traffic control and protection required by the Engineer, will be paid for in accordance with Article 109.04 of the Standard Specifications.

HP-013 - USE OF FIRE HYDRANTS
Effective: January 1, 2020
Revised: March 4, 2024

No use of City fire hydrants shall be permitted without obtaining a hydrant meter from the City.

The Contractor shall contact
The City's Finance Department (847.432.0800) to make arrangements to make a refundable deposit of $3,000 to the City.

After the deposit is made and accepted by the City, the Contractor may acquire the meter from the Public Works Department at 1150 Half Day Road, Highland Park IL 60035. The individual to contact will be provided to the Contractor at the preconstruction meeting.

When the meter is no longer needed the Contractor shall contact the Department of Public Works to arrange to return the meter. The City will inspect the meter to verify that the hydrant meter was not damaged by the Contractor and is in good working order.

After the City determines that the meter is in good working order the Contractor may contact the City's Finance Department to make arrangements to retrieve the deposit.

HP-015 - LOCAL WASTE COLLECTION SERVICES
Effective: January 1, 2020

The contractor will coordinate his activities with Lakeshore Recycling Systems (773-685-8811) to ensure there is no interruption of waste collection services. Normal waste pick-up for the work area is shown below. This work will not be paid for separately, but shall be included in the cost of the various pay items associated with the work in this contract.

STREET	COLLECTION DAY	STREET	COLLECTION DAY
ST. JOHNS AVE	M	MELVIN DR	T
BERKELEY RD	F	OAKWOOD AVE	T
BLOOM ST	Th	SAXONY DR	T
HOLLY RD	F	RED OAK TER	T
HASTINGS AVE	T	DRYDEN LN	T
LYNN TER	Th	THACKERAY DR	T

HP-018 BRICK PAVER REMOVAL AND REINSTALLATION
Effective: January 1, 2020
Revised: February 22, 2022

Description. This work shall consist of removing brick pavers that are in conflict with the Contractor's work and reinstalling the brick pavers at driveway locations noted in the contract.

Materials. The Contractor shall use the existing brick pavers that were in place prior to his start of work.

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements.

This work shall be in accordance with applicable portions of IDOT's Supplemental Specifications and Recurring Special Provisions, Adopted January 1, 2022. The Bureau of Local Roads and Streets Special Provision, PAVING BRICK AND CONCRETE PAVER PAVEMENTS AND SIDEWALKS (Check sheet #LRS14) shall apply to this work. The brick pavers that interfere with the proposed combination curb and gutter shown on the plan shall be removed up to the limits established by the Engineer and reinstalled after the proposed curb and gutter has been installed across the driveway. Any leftover bricks shall be salvaged and shall be delivered to affected homeowners. Should the homeowner not want the pavers, they shall then be disposed of offsite at the Contractor's expense.

A sub-base granular material base course shall be prepared to compacted depth of 2" and compacted, and in accordance with Section 311 of the Standard Specifications.

Sand shall be spread over granular base as a setting bed for pavers. Sand shall be spread 2" thick, and leveled to required slope and grade. Minimum thickness of sand shall be 1" after leveling. Bed

shall not be compacted until pavers are installed. Surface tolerance shall be within ¼" of required grade as measured with a 10' straightedge in both transverse and longitudinal directions.

The setting bed shall be protected from damage prior to setting pavers. Unit pavers shall be set on sand setting bed. Setting shall be done by competent workmen under adequate supervision, and in accordance with manufacturer's recommendations. Pavers shall be set true to the required lines and grades in a pattern that was the same as the existing condition. Pavers shall be tightly butted. Joints between pavers shall be uniform and shall not exceed 1/8". There shall be no raised edges, either pavers or materials adjacent to pavers that could allow someone to trip. The tolerance for such edges shall be 0" – 1/8" maximum in range. After a sufficient area of pavers has been installed, the pavers shall be compacted by running a mechanical vibratory compactor over the paved surface until the pavers are uniformly leveled, true to grade, and totally immobilized. Where required, pavers shall be accurately cut with a masonry or concrete saw. Cut edges shall be plumb and straight. Scoring and breaking shall not be acceptable. Joints between pavers shall be filled by sweeping sharp sand into the joints. When joints are filled, paver surfaces shall be swept clean of sand.

Method of Measurement. This work shall be measured for work completed in place and accepted by the City per square foot.

Basis of Payment. The removal of the existing paver bricks, resetting of the paver bricks, sub-base and sand materials and installation, excavation, and related work will be paid for at the contract unit price bid per SQUARE FOOT for **BRICK PAVER REMOVAL AND REINSTALLATION**. The quantity shall be calculated as the square footage of the removed bricks to the limits as directed by the Engineer.

HP-020 ROCKS/BOULDERS IN THE CITY RIGHT OF WAY/PARKWAY
Effective: January 1, 2020

Description. This work shall consist of temporarily relocating existing boulders in the City's right of way/parkway that are in conflict with the contractor's proposed work.

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements. The contractor shall provide the City with at least 72 hours notice of boulders that are in conflict with his proposed work. The City shall promptly inform the contractor where the boulder shall temporarily relocated to a location in the parkway specified by the City. When the contractor completes his work he shall notify the City so that instruction can be provided to the contractor on re-instating the boulders to locations in the parkway specified by the City.

Basis of Payment. This work will not be paid for separately, but shall be included in the cost of the various pay items associated with the work in this contract.

HP-021 - SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE
Effective: January 1, 2020
Revised: March 5, 2021

Description. This work shall consist of repairing or replacing existing sprinkler/irrigation systems in the City's right of way/parkway that are damaged by the contractor as a result of his work.

Materials. Materials for Polyethylene (PE) Pipe shall be according to ASTM D 2239-2012a, AWWA C901-2008, AWWA C906-2012, (Material Code PE3408), (Material Codes PE2406 and PE3406).

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements.

Work Not in Conflict with the Existing Sprinkler/Irrigation Systems
If the contractor's work is not in conflict with the existing sprinkler/irrigation system, the contractor shall perform his work to avoid damage to existing sprinkler/irrigation. Any damage by the contractor to the sprinkler/irrigation system shall be repaired or replaced at his expense without costs to the City.

Work in Conflict with the Existing Sprinkler/Irrigation Systems
If the contractor's work cannot avoid impacting the existing sprinkler/irrigation system, then the contractor shall carefully remove the existing sprinkler/irrigation system so as not to cause damage to items that are to remain in place. The removed items that can be salvaged for re-use shall be carefully stored by the contractor so that these items are not damaged or stolen. Damaged or stolen items shall be replaced by the contractor at his expense. Upon completion of the work that is in conflict, the contractor shall re-install items that were removed to avoid the conflict. If necessary the contractor shall install new items such as sprinkler heads, tubing or other incidentals that could not be salvaged. Upon completion of this work the existing sprinkler/irrigation system shall be fully functional to the satisfaction of the Engineer.

Notice to Affected Residents
The contractor shall provide the affected resident and the City with at least 72 hours advance notice of work that will impact the existing sprinkler/irrigation system. This should allow the resident to make arrangements such as turning off zones in the irrigation system that will be impacted.

Method of Measurement. This work will be measured in place for payment as EACH.

Basis of Payment. This work will be paid for at the contract unit price per EACH for **SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE**, which shall include all equipment, materials and labor necessary to complete the work.

HP-022 - FLAGSTONE REMOVAL AND REINSTALLATION
Effective: January 1, 2020

Description. This work shall consist of removing flag stone pavers that are in conflict with the Contractor's work and reinstalling the flag stone pavers at driveway locations noted in the contract.

Materials. The Contractor shall use the existing stone pavers that were in place prior to his start of work.

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements.
This work shall be in accordance with applicable portions of IDOT's Supplemental Specifications and Recurring Special Provisions, Adopted January 1, 2020. The Bureau of Local Roads and Streets Special Provision, Paving Brick and Concrete Paver Pavements and Sidewalks (Check sheet #LRS14) shall apply to this work. The flagstone pieces that interfere with the proposed work shall be removed up to the limits established by the Engineer and reinstalled upon completion. Any leftover flagstones

shall be salvaged and shall be delivered to affected homeowners. Should the homeowner not want the flagstones they shall then be disposed of offsite at the Contractor's expense.

A sub-base granular material base course shall be prepared to compacted depth of 2" and compacted, and in accordance with Section 311 of the Standard Specifications.

Sand shall be spread over granular base as a setting bed for flagstones. Sand shall be spread 2" thick, and leveled to required slope and grade. Minimum thickness of sand shall be 1" after leveling. Bed shall not be compacted until flagstones are installed. Surface tolerance shall be within ¼" of required grade as measured with a 10' straightedge in both transverse and longitudinal directions.

The setting bed shall be protected from damage prior to setting flagstones. Flagstone shall be set on sand setting bed. Setting shall be done by competent workmen under adequate supervision, and in accordance with manufacturer's recommendations. Flagstones shall be set true to the required lines and grades in a pattern that was the same as the existing condition. Flagstones shall be tightly butted. Joints between flagstones shall be uniform and shall not exceed 1/8". There shall be no raised edges, either flagstones or materials adjacent to flagstones that could allow someone to trip. The tolerance for such edges shall be 0" – 1/8" maximum in range. After a sufficient area of flagstones has been installed, the flagstones shall be compacted by running a mechanical vibratory compactor over the paved surface until the flagstones are uniformly leveled, true to grade, and totally immobilized. Where required, flagstones shall be accurately cut with a masonry or concrete saw. Cut edges shall be plumb and straight. Scoring and breaking shall not be acceptable. Joints between flagstones shall be filled by sweeping sharp sand into the joints. When joints are filled, flagstone surfaces shall be swept clean of sand.

Method of Measurement. This work shall be measured for work completed in place and accepted by the City per square foot.

Basis of Payment. The removal of the existing flagstones, resetting of the flagstones, sub-base and sand materials and installation, excavation, and related work will be paid for at the contract unit price bid per SQUARE FOOT for **FLAGSTONE REMOVAL AND REINSTALLATION**. The quantity shall be calculated as the square footage of the removed flagstones to the limits as directed by the Engineer.

HP-023 - SAW CUTTING NEW CONCRETE CURB AND CONCRETE SHOULDERS
Effective: January 1, 2020
Revised: March 4, 2024

Description. This work shall consist of providing a partial depth saw cut on newly constructed concrete curb and shoulders.

Equipment. The equipment shall be according to Article 442.03.

Construction Requirements. The contractor shall perform a partial depth saw cut on newly constructed concrete curb and shoulders. The saw cut shall depth shall be 2 inches and the cut shall be completed within 4 to 24 hours after the concrete pour. The saw joint shall be sealed. Failure to perform the saw cuts could lead to unintentional cracks in the concrete. Cracked concrete items shall be removed and replaced by the contractor at his expense.

Basis of Payment. This work will not be paid for separately, but shall be included in the cost of the various pay items associated with the work in this contract.

HP-024 - JULIE NOTIFICATION
Effective: January 1, 2020

The Contractor is to call J.U.L.I.E. (1-800-892-0123 or 811), a minimum of one week in advance of work being done in the area.

The Contractor shall contact the owner of all utilities and obtain locations of all utilities within limits of the proposed construction

The Contractor will be required to cooperate with all utility companies and municipal agencies involved in connection with the removal, temporary relocation, reconstruction or abandonment by these agencies of any and all services.

No additional compensation will be allowed the Contractor for any expense incurred by complying with these requirements, or because of delays, inconvenience or interruptions in his work resulting from the failure of the municipal agencies or utility company to remove, relocate, reconstruct or abandon their services.

HP-025 - PAY ESTIMATES AND PAYMENT
Effective: January 1, 2020

When the Contractor requests payment for work completed, he/she shall submit a pay estimate directly to the City. Pay estimates shall be submitted to:

City of Highland Park
1150 Half Day Road
Highland Park, IL 60035
Attn: Jim Peacher

Pay estimates should be submitted by e-mail to the City's Engineering Inspector at jpeacher@cityhpil.com.

The pay estimate shall be completed using the City's approved estimate template which shall be provided to the Contractor by the City. The pay estimate shall be signed by the Contractor acknowledging that he/she is in agreement with the quantities shown in the pay estimate.

Upon review and approval by the City the pay estimate shall be submitted to the City's Finance Department for payment.

At the Contractor's discretion payments may be mailed to the Contractor's Office or the Contractor may pick up the payment in person at the City's Finance Department located at 1707 St. Johns Avenue, Highland Park IL 60035. Should the Contractor elect to pick up the payment in person the individual receiving the payment shall have sufficient and adequate proof of identification to demonstrate that he or she is authorized to receive the payment on the Contractor's behalf. The individual receiving the payment shall be 18 years of age or older.

Prior to release of each payment for each pay estimate the Contractor shall provide the City with the required Waiver of Liens and Certified Payroll. Payments will not be released until these items are received and reviewed by the City. The City's Engineering Division will notify the City's Finance Department and the Contractor when the payment may be released to the Contractor.

HP-027 EXISTING STORM SEWER PIPE TO REMAIN IN PLACE
Effective: January 1, 2020

The contractor shall perform with due diligence the removal of the existing structures so as not to damage the existing storm sewer pipe(s) that are to remain in place., This work is applicable to location where proposed drainage structures are call for. If the Contractor damages the existing storm sewer pipe, he shall repair or replace the damaged pipe at his expense without costs to the City.

HP-033 REQUIRMENT FOR FULL-TIME, ONSITE SUPERINTENDENT WITH FINE FOR FAILURE TO COMPLY
Effective: January 1, 2020
Revised: January 5, 2022

The Contractor shall have onsite, as the Contractor's agent, a competent superintendent, who shall receive instructions from the City Engineer or authorized representative. The superintendent shall have full authority to execute orders or directions of the City Engineer or authorized representative without delay, and to promptly supply such materials, equipment, tools, labor, and incidentals as may be required. Such superintendent shall be furnished by the Contractor irrespective of the amount of work being sublet. The project superintendent will be held responsible for the quality of work, and is subject to removal by the City Engineer for:

a. Non-compliance with quality requirements for the work specified in the Contract.

b. Failure to comply with the City's restrictions concerning the Contractor's performance of work as specified in the Contract.

c. Unprofessional Behavior.

This work shall be done in accordance with Section 105 of the Standard Specifications.

Submittals

At least (24) hours before the preconstruction meeting, the Contractor shall submit the name(s) and qualifications for individuals designated as 1) Project Superintendent and 2) Alternate Project Superintendent for approval by the City Engineer. The Project Superintendent and Alternate Project Superintendent qualifications shall be provided in resume format. Note: The Contractor may designate more than one (1) individual for the role of Alternate Superintendent. Only those individuals approved by the City for the role(s) Project Superintendent and Alternate Superintendent will be considered acceptable for meeting this requirement.

Qualifications

Acceptable Candidates for the role(s) of Project Superintendent and Alternate Superintendent shall possess the following minimum qualifications:

a. A minimum of five (5) years documented experience supervising the type of work being performed by Contractor under the subject contract.

b. The capability to read and thoroughly understand the Contract drawings and specifications.

c. Fluency in the English language.

Duties of the Onsite Superintendent

The Project Superintendent's duties shall include, but are not necessarily limited to, the following:

a. The project superintendent must maintain a physical presence at the project site at all times while work is being performed and is responsible for all construction and related activities at the site, except as otherwise acceptable to the City Engineer.

b. Maintain copies of approved material submittals, shop drawing submittals, work plans, project schedule, up-to-date Contract drawings and specifications, directive letters from the City, material safety data sheets, emergency contact lists, and other documentation pertaining to the contract work at the project site at all times.

c. Maintain an up-to-date copy of the working hardcopy as-built drawings at the project site at all times.

d. Schedule, coordinate, and verify all required utility locates for the project site.

e. Schedule, coordinate, and supervise all material, equipment, and vendor deliveries to the project site.

f. Ensure Contractor's and their Subcontractor's full compliance with all applicable OSHA 29 CFR standards and regulations.

g. Ensure Contractor's and their Subcontractor's full compliance with the restrictions, workmanship and quality standards specified in the Contract documents.

h. Supervise and coordinate ALL Contractor and Subcontractor work activities at the project site. Note: the City's personnel will NOT act as foreman for the Contractor.

i. The City reserves the right at any time to contract for and perform other or additional work on or near the work covered by the contract. The Contractor's onsite superintendent shall coordinate his/her work activity so as not to interfere or hinder the progress or completion of work being performed by other contractors.

j. Attend the preconstruction meeting, pre-work meetings (as needed), and weekly progress meetings.

k. Conduct mishap investigations and mishap reporting in accordance with all applicable OSHA 29 CFR regulations and standards. A mishap is any unplanned, undesired event that occurs during the course of work being performed. The term "mishap" includes accidents, incidents, and near misses. Report all near mishaps and mishaps to the City Engineer AS SOON AS POSSIBLE, but not more than 24-hours after occurrence. The Contractor is responsible for notifying OSHA in accordance with 29 CFR 1904.39 within 8-hours when their employee(s) is fatally injured or 1 or more persons are hospitalized as inpatients as a result of a single occurrence.

l. The City Engineer, or Engineer's authorized representative will notify the Contractor of any detected non-compliance with the Contract requirements. The onsite superintendent shall take immediate corrective action after receipt of such notice. Such notice when delivered to the Contractor's superintendent at the work site, will be deemed sufficient for the purpose of notification. If the Contractor fails or refuses to comply, the City Engineer or Engineer's authorized representative may order the stoppage of all or part of the work until satisfactory corrective action has been taken by the Contractor. No part of the time lost due to such stop

orders will be made subject of claim for extension of time or for excess costs or damages by the Contractor.

m. Upon receiving notification from the City Engineer or Engineer's authorized representative, the Contractor's onsite superintendent shall immediately remove from the work site anyone who is incompetent, or who endangers persons or property, or whose physical or mental condition is such that it would impair the employee's ability to satisfactorily perform the work. Notification to the Contractor will be made in writing if time and circumstances permit. Otherwise, notification will be verbal and will be later confirmed in writing as soon as possible. No such removal, however, will reduce the Contractor's obligation to perform all work required under this contract and immediate replacement shall be made as required.

Failure to perform the above duties will result in the dismissal of the onsite Superintendent and a project work stoppage. The project work stoppage shall remain in effect pending the City's approval of a suitable replacement. No part of the time lost due to such stop orders will be made subject of claim for extension of time or for excess costs or damages by the Contractor.

Notification of Changes

After the City's acceptance of the Contractor's Project Superintendent and Alternate Superintendent, the Contractor shall notify the City Engineer in writing of any proposed personnel change. Proposed personnel changes are subject to review and acceptance by the City Engineer.

Penalty for Non-Compliance by the Contractor

Failure by the Contractor's Superintendent to maintain a full-time presence at the project site during performance of work, without prior approval by the City Engineer, will result in an immediate project work stoppage. Additionally, the Contractor will be assessed fines in the amount of $500.00 per occurrence. Such fines will be deducted, accordingly, from a Progress Payment due to the contractor. The work stoppage shall remain in effect until the deficiency is corrected to the City Engineer's satisfaction. No part of the time lost due to such stop orders will be made subject of claim for extension of time or for excess costs or damages by the Contractor.

No separate payment will be made to the Contractor for providing a full-time onsite superintendent as required under this contract. All costs in connection therewith must be considered a subsidiary obligation of the Contractor.

HP-034 REMOVAL OF TEMPORARY SANITARY FACILITIES (PORT O JOHN) WITH FINE FOR FAILURE TO COMPLY
Effective: January 1, 2020

The work shall consist of removing temporary sanitary facilities, typically Port O Johns from the City's right of way.

Upon completion of work temporary sanitary facilities, typically Port O John units shall be removed from the City's right of way.

The City shall notify the Contractor of the location where sanitary facilities need to be removed. The Contractor shall remove the units within five (5) calendars days, excluding Sundays and holidays.

Failure by the contractor to remove the all temporary sanitary facilities in the time specified above will result in fines being assessed upon the contractor in the sum of $300 per calendar day per location.

Such fines will be deducted, accordingly, from a Progress Payment due to the contractor.

HP-035 REMOVAL OF TRAFFIC CONTROL DEVICES WITH FINE FOR FAILURE TO COMPLY
The work shall consist of removing traffic control devices from the City's right of way.

Upon completion of work traffic control devices such as construction signage, changeable message boards and barricades shall be removed from the City's right of way.

The City shall notify the Contractor in writing of the location where traffic control devices need to be removed. The Contractor shall remove the devices within five (5) calendars days, excluding Sundays and holidays.

If the Contractor fails to remove the traffic control devices the City may at its discretion, remove the devices utilizing it the City's Operations Division to accomplish this. If the City's Operations Division removes the devices then the devices shall be relocated and stored at the City's maintain yard located at 1180 Half Day Road in Highland Park. The Contractor shall be responsible for paying the all City's costs to remove and relocate the devices and shall be responsible for paying the City a daily storage fee of $300 per day. The storage fee shall be charged each calendar day that the devices are stored in the City's maintenance yard, regardless of weekends and holidays.

Failure by the contractor to remove the all traffic control devices in the time specified above will result in fines being assessed upon the contractor in the sums noted above per location of occurrence.

Such fines will be deducted, accordingly, from a Progress Payment due to the contractor.

HP-037 – EXCAVATION LIMITS FOR CURB OR CURB AND GUTTER, SIDEWALK, SHOULDERS, AND DRIVEWAY PAVEMENT REMOVAL AND REPLACEMENT
Effective: February 2, 2022
Revised: May 7, 2024

Description. This work shall be done in accordance with the Standard Specifications insofar as applicable.

The Contractor shall limit parkway excavation for Curb or Curb and Gutter, Sidewalk, Shoulders, and Driveway Pavement removal and replacement to within the following excavation limits:

- 24" maximum from back of curb.
- 24" maximum from back of shoulder
- 24" maximum from edge of sidewalk
- 24" maximum from edge of driveway pavement.

The Contractor is solely responsible for restoration (embankment, topsoil & sodding/seeding) of parkway areas damaged beyond the above specified limits. All costs for parkway restoration above and beyond the specified limits shall be paid for by the Contractor.

Equipment. The Contractor shall utilize properly sized equipment to prevent over digging of the parkway. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements. Storage of excavated spoils onsite is prohibited and must be removed at the end of each day.

Curb or curb and gutter or shoulder excavation/removal and replacement must be scheduled so that work is limited to one side of the street at a time. This scheduling will allow ample parking for residents who are displaced during the curb and gutter or shoulder removal and replacement process. Once access is restored for one side of the street, curb or shoulder excavation/removal can begin on the opposite side.

Basis of Payment. This work will not be paid for separately, but shall be included in the cost of various pay items associated with the work in this contract.

HP-038 – PROTECTION OF PORTLAND CEMENT CONCRETE SURFACES
Effective: February 17, 2022

Description. This work shall be done in accordance with applicable portions of Section 420, 423, 424, and 606 of the Standard Specifications except as modified herein.

The Contractor is solely responsible for protecting newly placed concrete curb or curb and gutter, sidewalk, median, pavement, and driveway pavement, and preventing the formation of weak surfaces. Weak surfaces are defined as having improper finish, rain damage, cracks, stains, tire marks, foot prints, insufficient cure, exposed voids, deleterious materials, and/or being mortar rich.

Equipment. The Contractor shall employ adequate means and methods to protect finished concrete surfaces during the curing process. The protective means and methods used by the Contractor are subject to approval by the City Engineer.

Construction Requirements. Following placement and during curing, protect the concrete from injurious action by sun, rain, flowing water, foot traffic, tire marks, mechanical injury, and oil stains. Do not allow concrete to dry out from time of placement before expiration of the specified curing period. During the curing period, protect the concrete from damaging mechanical disturbance, particularly load stress, heavy shock, and excessive vibration.

Repair of Weak Surfaces: Concrete curb or curb and gutter, sidewalk, median, pavement and driveway pavement with weak surfaces must be removed and replaced to the limits directed by the City Engineer or the Engineer's Designated Field Representative. Full removal and replacement of the deficient concrete is the only repair method acceptable to the City. No other methods for repairing weak surfaces will be considered.

All costs for repair of weak surfaces shall be paid for by the Contractor.

Basis of Payment. This work will not be paid for separately, but shall be included in the cost of various pay items associated with the work in this contract.

HP-040 - COBBLESTONE REMOVAL AND REINSTALLATION

Description. This work shall consist of removing cobblestones that are in conflict with the Contractor's work and reinstalling the cobblestones at driveway locations noted in the contract.

Materials. The Contractor shall use the existing cobblestones that were in place prior to his start of work.

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements.
This work shall be in accordance with applicable portions of IDOT's Supplemental Specifications and Recurring Special Provisions, Adopted January 1, 2020. The Bureau of Local Roads and Streets Special Provision, Paving Brick and Concrete Paver Pavements and Sidewalks (Check sheet #LRS14) shall apply to this work. The cobblestones that interfere with the proposed work shall be removed up to the limits established by the Engineer and reinstalled upon completion. Any leftover cobblestones shall be salvaged and shall be delivered to affected homeowners. Should the homeowner not want the cobblestones they shall then be disposed of offsite at the Contractor's expense.

A sub-base granular material base course shall be prepared to compacted depth of 2" and compacted, and in accordance with Section 311 of the Standard Specifications.

Sand shall be spread over granular base as a setting bed for cobblestones. Sand shall be spread 2" thick, and leveled to required slope and grade. Minimum thickness of sand shall be 1" after leveling and compacting.

A mortar mix of three parts sand, one part cement, and one part water shall be mixed to a workable consistency and spread thickly over the setting bed. Cobblestones shall be set on mortar setting bed and tapped into place with a rubber mallet. Cobblestones shall be set true to the required lines and grades in a pattern that was the same as the existing condition. Cobblestones shall have a joint spacing matching the existing condition. The top of the cobblestones shall be level with the adjacent driveway and sidewalk within a tolerance of 0" – 1/8" maximum in range. Setting shall be done by competent workmen under adequate supervision, and in accordance with manufacturer's recommendations.

A mortar mix of one part sand and one part cement shall be used to fill joints between cobblestones, leaving ½" to 1" of the cobble exposed above the joints. Area shall be allowed to set for a minimum of 24 hours of dry weather.

Method of Measurement. This work shall be measured for work completed in place and accepted by the City per square foot.

Basis of Payment. The removal of the existing cobblestones, resetting of the cobblestones, sub-base and sand materials and installation, excavation, and related work will be paid for at the contract unit price bid per SQUARE FOOT for **COBBLESTONE REMOVAL AND REINSTALLATION**. The quantity shall be calculated as the square footage of the removed cobblestones to the limits as directed by the Engineer.

HP-107-01 - KEEPING THE ROAD OPEN TO TRAFFIC
Effective: January 1, 2020

Description. This work shall be performed in accordance with Article 107.09 of the Standard Specifications with the following provisions.

General. At the completion of each working day, the road shall be made passable to traffic through the work area.

Basis of Payment. This work will not be paid for separately but shall be incidental to the contract which shall include all material, labor, and equipment needed to complete these operations specified herein.

HP-107-02 - CONCRETE WASHOUT FACILITY
Effective: January 1, 2020

Description: The Contractor shall take sufficient precautions to prevent pollution of streams, lakes, reservoirs, and wetlands with fuels, oils, bitumens, calcium chloride, or other harmful materials according to Article 107.23 of the "Standard Specifications".

General: To prevent pollution by residual concrete and/or the by-product of washing out the concrete trucks, concrete washout facilities shall be constructed and maintained on any project which includes cast-in-place concrete items. The concrete washout shall be constructed, maintained, and removed according to this special provision.

The concrete washout facility shall be constructed on the job site in accordance with Illinois Urban Manual practice standard for Temporary Concrete Washout Facility (Code 954). The Contractor may elect to use a pre-fabricated portable concrete washout structure. The Contractor shall submit a plan for the concrete washout facility, to the Engineer for approval, a minimum of 10 calendar days before the first concrete pour. The working concrete washout facility shall be in place before any delivery of concrete to the site. The Contractor shall ensure that all concrete washout activities are limited to the designated area.

The concrete washout facility shall be located no closer than 50 feet from any environmentally sensitive areas, such as water bodies, wetlands, and/or other areas indicated on the plans. Adequate signage shall be placed at the washout facility and elsewhere as necessary to clearly indicate the location of the concrete washout facility to the operators of concrete trucks.

The concrete washout facility shall be adequately sized to fully contain the concrete washout needs of the project. The contents of the concrete washout facility shall not exceed 75% of the facility capacity. Once the 75% capacity is reached, concrete placement shall be discontinued until the facility is cleaned out. Hardened concrete shall be removed and properly disposed of outside the right-of-way. Slurry shall be allowed to evaporate, or shall be removed and properly disposed of outside the right-of-way. The Contractor shall immediately replace damaged basin liners or other washout facility components to prevent leakage of concrete waste from the washout facility. Concrete washout facilities shall be inspected by the Contractor after each use. Any and all spills shall be reported to the Engineer and cleaned up immediately. The Contractor shall remove the concrete washout facility when it is no longer needed.

Basis of Payment: This work will not be paid for separately, but shall be included in the cost of the concrete work items included in the contract.

HP-107-03 - SPECIAL PROVISIONS FOR INSURANCE – IDOT LOCAL ROADS

State of Illinois Department of
Transportation Bureau of Local Roads
and Streets

SPECIAL PROVISION FOR INSURANCE

Effective: February 1, 2007
Revised: August 1, 2007

All references to Sections or Articles in this specification shall be construed to mean specific Section or Article of the Standard Specifications for Road and Bridge Construction, adopted by the Department of Transportation.

The Contractor shall name the City of Highland Park as additional insured under the Contractor's general liability insurance policy in accordance with Article 107.27.

The City of Highland Park and their officers, employees, and agents shall be indemnified and held harmless in accordance with Article 107.26.

HP-107-04 - DUST CONTROL WITH FINE FOR FAILURE TO COMPLY
Effective: January 1, 2020

Description. This work shall comply with Article 107.36 of the Standard Specifications and as modified in this specification.

The Contractor shall submit a dust control plan prior to the start of construction that indicates how he will control dust during the construction. The plan shall address dust created by pavement removal activities, dust from trenches created for installation of underground utilities such as sewers or mains, and for dust created by disturbance of the parkway. The plan shall be reviewed and approved by the City prior to implementation of the plan.

In addition to the sample techniques noted in Article 107.36, the Contractor may use asphalt grinding places over trenches or exposed ground to control dust.

Construction Requirements. The Contractor shall maintain dust control measures in the approved plan to the satisfaction of the City.

The Contractor shall at all times be responsible for maintaining dust-free conditions on streets. The City Engineer, or Engineer's authorized representative will notify the Contractor of any detected deficiencies concerning dust control. Such notice when delivered verbally to the Contractor's superintendent at the work site, or via written email sent to the Contractor, will be deemed sufficient for the purpose of notification. The Contractor shall take immediate corrective action after receiving such notice. If the Contractor fails or refuses to comply, the City Engineer or Engineer's authorized representative may order the stoppage of all project work until satisfactory corrective action has been taken by the Contractor. No part of the time lost due to such stop orders will be made subject of claim for extension of time or for excess costs or damages by the Contractor.

Basis of Payment. DUST CONTROL will not be paid for separately, but shall be included in the cost of the various pay items associated with the work in this contract.

Failure by the Contractor to comply with the Standard Specifications, contract plans, or these Special Provisions concerning dust control will result in an immediate project work stoppage. The contractor will receive a fine in the amount of $500.00 per occurrence. Failure by the Contractor to implement satisfactory corrective action in a timely manner will result in additional fines being assessed in the amount of $500.00 per day for each 24 hour period that elapses. Such fines will be deducted, accordingly, from a progress payment due to the Contractor. The work stoppage shall remain in effect until all deficiencies are corrected to the City Engineer's satisfaction. No part of the time lost due to such stop orders will be made subject of claim for extension of time or for excess costs or damages by the Contractor.

In addition, if the Contractor fails to respond, the City may elect to correct the deficiencies and all cost thereof will be deducted from monies due or which may become due the Contractor. This corrective action will in no way relieve the Contractor of his/her contractual requirements or responsibilities.

HP-108-01 COMPLETION DATE PLUS WORKING DAYS
Effective: January 1, 2020

Revise Article 108.05 (b) of the Standard Specifications as follows:

"When a completion date plus working days is specified, the Contractor shall complete all contract items and safely open all roadways to traffic by 11:59 PM on, October 2, 2026 except as specified herein.

The Contractor will be allowed to complete all clean-up work and punch list items within 10 working days after the completion date for opening the roadway to traffic. Under extenuating circumstances the Engineer may direct that certain items of work, not affecting the safe opening of the roadway to traffic, may be completed within the working days allowed for cleanup work and punch list items. Temporary lane closures for this work may be allowed at the discretion of the Engineer.

Article 108.09 or the Special Provision for “Failure to Complete the Work on Time”, if included in this contract, shall apply to both the completion date and the number of working days.

HP-202-02 - EARTH EXCAVATION
Effective: January 1, 2020

Description. This work shall be in accordance with Section 202 of the Standard Specifications with the following provisions.

Earth excavation for removal of driveways, removal and replacement of concrete curb and gutter, leveling the grade for restorations, and sod waste shall be included in the price of DRIVEWAY PAVEMENT REMOVAL and SODDING.

Construction Requirements. For all excavated areas, the subgrade shall be prepared according to Section 301.

All material excavated under this pay item shall be immediately loaded and hauled away and shall not be stored in the street or parkway area.

Basis of Payment. This work will not be paid for separately but will be included in the cost of pay items associated with the excavation.

HP-250-01 SEEDING, CLASS 1 (SPECIAL)
Effective: January 1, 2020

Description. Work under this pay item shall conform to the applicable provisions of Section 250 of the Standard Specifications and shall consist of furnishing and placing Class 1 Seeding.

Materials. Seed shall be fresh, clean, new crop seed and shall be fertilized in accordance with Article 250.04 of the Standard Specifications.

Erosion Control Blanket shall meet the requirements of the Special Provision, EROSION CONTROL BLANKET (SPECIAL).

Construction Requirements. Erosion Control Blanket shall be required in seeded areas within 24 hours from time of seeding. Erosion Control Blanket shall be in accordance with Section 251.04 of the Standard Specifications. All seeded areas shall be watered during the initial period of 3 consecutive days following the seed and blanket placement followed by a minimum watering of 3 times per week for a period of 3 weeks.

Method of Measurement. This work shall be measured in place and converted to square yards.

Basis of Payment. This item shall be measured and paid for at the contract unit price per square yard for **SEEDING, CLASS 1 (SPECIAL)**.

Fertilizer nutrients shall be applied in accordance with Section 250 of the Standard Specifications. Fertilizer nutrients shall not be paid for separately but shall be included in the unit bid price for **SEEDING, CLASS 1 (SPECIAL)**.

HP-251-01 – EROSION CONTROL BLANKET (SPECIAL)
Effective: February 17, 2021

Description. This work shall be according to Section 251.

Materials. Materials shall be according to Article 251.02 and as modified herein.

The erosion control blanket shall be similar to the product available from ECBVERDYOL which can be found at www.erosioncontrolblanket.com or shall be equivalent to the ECBVERDYOL product.

The Erosion Control Blanket shall be a short-term 100% biodegradable straw fiber erosion control blanket (all materials biodegradable; no photodegradable plastic accepted) designed for use on mild slope and channel applications requiring erosion control for up to 12 months depending on moisture, light, and environmental conditions. The blanket shall be sewn together on 1.5 inch (38.1 mm) centers. The blanket shall meet all requirements established in the FHWA FP-03 as a Type 2C erosion control blanket for use on slopes with gradients not exceeding 3:1 (h:v) and has been tested by the National Transportation Product Evaluation Program (NTPEP).

The blanket shall meet the requirements shown in the following table.

Index & Bench Scale Testing		
Test Description	**Test Method**	**Test Results**
Mass per Unit Area	ASTM D6475	6.21 oz/yd^2
Tensile Strength	ASTM D6818	10.9 lbs/in @ 11.3% MD 6.6 lbs/in @ 13.1% TD
Thickness	ASTM D6525	0.329 in
Light Penetration / Ground Cover	ASTM D6567	15.7% / 84.3%
Water Absorption	ASTM D 1117 & ECTCTASC 00197	417%
Unvegetated Bench-Scale Rain Splash and Runoff (not to be used as a design value)	ASTM D7101	Soil Loss Ratio* = 8.88 Soil Loss Ratio* = 9.02 Soil Loss Ratio* = 9.16

Unvegetated Bench-Scale Shear Stress (not to be used as design value)	ASTM D7207	1.30 lbs/ft^2 @ ½ in. soil loss
Seed Germination and Plant Growth Under Bench-Scale Conditions	ASTM D7322	436% Improvement (increased biomass)
*Soil Loss Ratio = Soil Loss Bare Soil / Soil Loss with RECP = 1 / C-Factor (Note: Soil loss is based on regression analysis)		

The blanket shall meet the following design values.

Design Values

- "C" factor = 0.03
- Maximum Permissible Shear Stress = 1.5 lbs/ft^2 (72 Pa)
- Maximum Permissible Velocity = 5 ft./sec. (1.52 m/s)
- Manning's "n" = 0.027

Construction Requirements. This work shall be done in accordance with Section 251.04.

Method of Measurement. This work will be measured for according to Article 251.06.

Basis of Payment. This work shall be paid for at the contract unit price per square yard for **EROSION CONTROL BLANKET (SPECIAL)**, which price shall include furnishing and placing the erosion control blanket.

HP-280-01 - DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEANING

Effective: January 1, 2020

Description. This work shall consist of the furnishing, installation, cleaning, and removal of a drainage structure inlet filter assembly, consisting of a frame and filter bag, to collect sediment in surface storm water runoff at locations shown on the plans or as directed by the Engineer.

Materials. The drainage structure inlet filter shall be the "Catch-All Inlet & Pipe Protector", as manufactured by Mar-Mac Manufacturing Company, Inc., P .0. Box 278, McBee, South Carolina 29101, (877) 962-7622; or approved equal. A detail drawing in the plans depicts the drainage structure inlet filter assembly.

The drainage structure inlet filter assembly consists of a steel frame with a replaceable geotextile fabric bag attached with a steel band with locking cap that is suspended from the frame. A clean used bag and a used steel frame in good condition meeting the approval of the Engineer may be substituted for new materials.

The drainage structure inlet filter assembly frame shall be rigid steel meeting the requirements of ASTM-A36. The frame shall include an overflow feature that is welded to the frame's ring. The overflow feature shall be designed to allow full flow of water into the structure if the filter bag is filled with sediment. The dimensions of the assembly frame shall allow the drainage structure grate to fit into the inlet filter assembly frame opening. The assembly frame shall rest on the inside lip of the drainage structure frame for the full variety of existing and proposed drainage structure frames that are present on this contract.

The drainage structure inlet filter assembly bag shall be constructed of a polypropylene geotextile

fabric with a minimum weight of 4 ounces per square yard, a minimum flow rate of 145 gallons per minute per square foot, and designed for a minimum silt and debris capacity of 2 cubic feet. The filter bag shall be reinforced with an outer polyester mesh fabric with a minimum weight of 4 ounces per square yard. The filter bag shall be suspended from the steel frame with a stainless steel band and locking cap. The inlet filter assembly frame shall not cause the drainage structure grate to extend higher than 1/4 inch above the drainage structure frame.

Construction Requirements. The Contractor shall inspect the work site and review the plans to determine the number and dimensions of the various types of drainage structure frames (circular and rectangular) into which the inlet filters will be installed prior to ordering materials.

The drainage structure inlet filter assembly shall be installed under the grate on the lip of the drainage structure frame with the fabric bag hanging down into the drainage structure.
The drainage structure inlet filter assembly shall remain in place until final removal of the assembly is directed by the Engineer. The drainage structure inlet filter assembly shall remain the property of the Contractor.

Cleaning of the filter is to be periodically performed as directed by the Engineer, for the duration of the use of each drainage structure inlet filter assembly. The Engineer will be the sole judge of the need for cleaning, based on the rate that debris and silt is collected at each inlet filter location.
Cleaning of the inlet filter shall consist of inspecting, cleaning (includes removal and proper disposal of debris and silt that has accumulated in the filter fabric bag), by vactoring, removing and dumping or any other method approved by the Engineer.

Final removal of the assembly shall include the disposal of debris or silt that has accumulated in the filter bag at the time of final removal.

Method of Measurement. This work will be measured for payment as each for DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEANING.

Basis of Payment. The work shall be paid for at the contract unit price per each for **DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEANING**.

HP-562-04 - DOMESTIC METER VAULTS TO BE ADJUSTED

Description: This work shall include the excavation, backfill, risers, adjusting rings, hardware and adjustment of existing domestic meter vaults to match proposed finish grades and shall be in accordance with Section 565 of the Standard Specifications.
Method of Measurement: This work shall be measured for payment per each.
Basis of Payment: This work will be paid for at the contract unit per each for DOMESTIC METER VAULTS TO BE ADJUSTED.

HP-562-05 - DOMESTIC WATER SERVICE BOXES TO BE ADJUSTED

Description: This item shall consist of the vertical adjustment of a cast iron extension for existing domestic water service boxes to match the proposed surface grade, or as otherwise directed by the Engineer.

General: This work will be performed in accordance with the applicable portions of Section 565 of the Standard Specifications. In order to make the necessary adjustments, the Contractor may have to provide either slide-type or screw-type extensions for the existing facility. It shall be the responsibility of the Contractor to ascertain the type of existing facility, and the necessary extension piece required to perform the adjustment. The installation of the extension pieces or the proper manipulation of existing slide or screw type devices will

be the only adjustment allowed, and the use of physical force to raise or lower the existing Domestic Water Service Boxes will not be permitted. This work shall be done to the satisfaction of the Engineer.

Method of Measurement: This work will be measured for payment as each structure to be adjusted.

Basis of Payment: This item shall be paid for at the contract unit price each for DOMESTIC WATER SERVICE BOXES TO BE ADJUSTED, which price shall include all labor, equipment and material.

HP-606-05 – INTERMITTENT CURB AND GUTTER REMOVAL AND REPLACEMENT
Effective: April 15, 2025

Description. This work shall consist of the complete removal and replacement of curb or combination curb and gutter. Work shall be according to Sections 440 and 606 of the Standard Specifications, HP-606-05 Detail and as directed by the Engineer except as modified herein.

Curb or combination curb and gutter removal and replacement shall match the type of the existing curb or combination curb and gutter. Types may be variable and are to meet existing dimensions and field conditions. Locations of removal and replacement shall be determined by the Engineer at the time of construction.

Unsuitable material to be removed, as directed by the Engineer, shall be replaced with subbase granular material, type B or additional thickness of concrete. Suitable backfill material, when required, shall be replaced as directed by the Engineer.

Epoxy coated tie bars, #6 - 24” long at 24” centers, shall be used except when adjacent to flexible pavement.

Hot-mix asphalt surface removal on the existing gutter flag, if encountered, shall be included in the removal of the curb and gutter.

Saw cuts shall be according to Article 440.03 of the Standard Specifications.

½” preformed expansion joints shall be used at concrete sidewalks, driveways and medians.

Method of Measurement. Intermittent curb and gutter removal and replacement will be measured for payment in feet along the face of concrete curb. A minimum replacement length of 4 feet is required.

Basis of Payment. This item will be paid for at the contract unit price per foot for **INTERMITTENT CURB AND GUTTER REMOVAL AND REPLACEMENT**. The unit price shall include saw cutting, preparation of subgrade, removal and replacement of unsuitable material, furnishing and placing tie-bars, and all other materials, equipment, and labor to complete the work as specified herein.

HP-701-01 CHANGEABLE MESSAGE SIGN – CITY OF HIGHLAND PARK
Effective: January 1, 2020

Description. This work shall consist of furnishing and installing Changeable Message Signs in accordance with Article 701 of the Standard Specifications.

Equipment. The Changeable Message Sign shall be according to Article 1106.02, or as approved by the Engineer.

Construction Requirements. This work shall comply with Section 701 of the Standard Specifications and as modified in this specification.

The Contractor shall install the number of Changeable Message Sign (CMS) specified in the contract one (1) week prior to the start of the construction. The installed sign (s) shall indicate the following message:

START
CONSTRUCTION
{**DATE**}

DATE shall be the start of construction date, with the following sample format: **05/02/22.**

Subsequent messages as prepared by the City shall be displayed on the sign within 24 hours of notification. The City will decide on the location and the message boards will be required to be moved as approved by City. There is no limitation on the number of messages, duration of the message, or the locations. Sample messages may include:

Sample Number	Message
Sample Number 1	CURB REMOVAL {DATE} NO DRIVEWAY ACCESS
Sample Number 2	PAVEMENT GRINDING {DATE}
Sample Number 3	FRESH OIL USE CAUTION OR USE ALT. ROUTE
Sample Number 4	ASPHALT WORK BEGINS {DATE}
Sample Number 5	WATER SERVICES WATER INTERRUPTION {DATE}

Other messages as required by the City shall be displayed on the CMS.

Method of Measurement. This work will be measured for at the contract price per calendar day for each Changeable Message Sign.

Basis of Payment. This work will be paid for at the contract price per calendar day for each sign as **CHANGEABLE MESSAGE SIGN – CITY OF HIGHLAND PARK**.

HP-701-03 TRAFFIC CONTROL PLAN

Traffic Control shall be according to the applicable sections of the Standard Specifications, the Supplemental Specifications, the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways", any special details and Highway Standards contained in the plans, and the Special Provisions contained herein.

Special attention is called to Article 107.09 of the Standard Specifications and the following Highway Standards, Details, Quality Standard for Work Zone Traffic Control Devices,

Recurring Special Provisions and Special Provisions contained herein, relating to traffic control.

The Contractor shall contact the City at least 72 hours in advance of beginning work.

STANDARDS: 701006, 701011, 701301, 701311, 701501, 701701, 701801, and 701901

DETAILS:
Traffic Control and Protection for Side Roads, Intersections and Driveways (TC-10)
District One Typical Pavement Markings (TC-13)
Pavement Marking Letters and Symbols for Traffic Staging (TC-16)
Butt Joint and HMA Taper Details (BD-32)

SPECIAL PROVISIONS:
Maintenance of Roadways
Traffic Control And Protection
Changeable Message Sign
Public Information Signing
Keeping the Road Open to Traffic
Removal of Traffic Control Devices with Fine for Failure to Comply
Opening Driveways for Vehicular Access with Fine for Failure to Comply
Notification to the City for Driveway Access with Fine for Failure to Comply

The Contractor shall contact the City at least 72 hours in advance of beginning work.

HP-701-05 PUBLIC INFORMATION SIGNS USAGE
Effective: March 15, 2024

Description. This work shall consist of installing, maintaining, relocating and updating for various states of construction, and removing temporary public information signs. Signs will be provided by the City for contractor use.

Materials. Materials shall be according to applicable portions of Sections 1090, 1091 and 1092 of the Standard Specifications.

Construction Requirements. The installation, maintenance, relocations, and removal of the public informational signs shall be in accordance with applicable portions of Section 701 and 720 of the Standard Specifications.

The Contractor shall take responsibility of (10) sign panels, their portable mounts, and included MONTH and DATE plaques. Any damage to the existing signs and/or structures due to the Contractor's operations shall be repaired or signs replaced, as determined by the Engineer, at the Contractor's expense.

The Contractor shall manage updating the MONTH and DATE plaques on the signs. Locations of the signs shall be approved by the Engineer.

The attachment of the public information signs to existing bridges, sign structures or sign panels shall be approved by the Engineer.

The provided signs are City property and shall be returned to the City Yard by the Contractor, at 1180 Half Day Rd, after construction.

Method of Measurement. The temporary Public Information Signs Usage will be measured for payment on a lump sum basis.

All hardware, portable mounts, supports, and connections, which are required for mounting these signs shall be included as part of this pay item.

Basis of Payment. This work shall be paid for at the contract lump sum price for **PUBLIC INFORMATION SIGNS USAGE.**

HP-886-01 DETECTOR LOOP REPLACEMENT – HIGHLAND PARK

Effective: January 1, 2021

This work shall consist of replacing existing detector loops which are destroyed during grinding, resurfacing, or patching operations.

If damage to the detector loop is unavoidable, replacement of the existing detection system will be necessary. This work shall be completed by an approved Electrical Contractor as directed by the Engineer.

Replacement of the loops shall be accomplished in the following manner: The Engineer shall mark the location of the replacement loops. The Engineer shall be called to approve loop locations prior to the cutting of the pavement. The Contractor may reuse the existing conduit (duct) located between the existing handhole and the pavement if it hasn't been damaged. All burrs shall be removed from the edges of the existing conduit which may cause damage to the new detector loop during installation. If the existing conduit is damaged beyond repair, or if it cannot be located, or if additional conduits are required to provide one lead-in duct for each proposed loop; the Contractor shall be required to drill through the existing pavement into the appropriate handhole, and install 25 mm (1") unit duct conduit. This work and the required materials shall not be paid for separately but shall be included in the pay item Detector Loop Replacement. Upon establishment of the duct, the loop may be cut, installed, sealed and spliced to the twisted-shielded controller cable in the handhole.

Detector loop measurements shall include the saw-cut and the length of the loop lead-in leading to the edge of pavement. Unit duct, splicing, trench and backfill, and drilling of pavement or handholes shall be incidental to detector loop quantities.

Where the resurfacing calls for placement of a binder course all loops installed in new asphalt pavement shall be installed in the binder course and not in the surface course. When resurfacing does not call for placement of a binder course all loops installed in the pavement shall be installed in the milled surface and not in the surface course. The edge of pavement or the curb shall be cut with a 6.3 mm (1/4") deep x 100 mm (4") saw-cut to mark location of each loop lead-in.

A minimum of seven (7) working days prior to the Contractor cutting loops, the Contractor shall have the proposed loop locations marked and contact the Engineer to inspect and approve the layout.

Loop detectors shall be installed according to the requirements of the "District 1 Standard Traffic Signal Design Details." Saw-cuts from the loop to the edge of pavement shall be made perpendicular to the edge of pavement when possible in order to minimize the length of the saw-cut unless directed otherwise by the Engineer or as shown on the plan.

The detector loop cable insulation shall be labeled with the cable specifications.

Each loop detector lead-in wire shall be labeled in the handhole using a water proof tag, from an approved vender, secured to each wire with nylon ties. The lead-in wire, including all necessary

connections for proper operation, from the edge of pavement to the handhole, shall be incidental to the price of the detector loop.

Loop sealant shall be a two-component thixotropic chemically cured polyurethane. The sealant shall be installed 3 mm (1/8") below the pavement surface, if installed above the surface the overlap shall be removed immediately.

Round loop(s) 1.8 m (six foot) diameter may be substituted for 1.8 m (six foot) by 1.8 m (six foot) square loop(s) and shall be paid for as 7.2 m (24 feet) of detector loop.

Resistance to ground shall be a minimum of 100 megohms under any conditions of weather or moisture.

Heat shrink splices shall be used according to the "District 1 Standard Traffic Signal Design Details."

Drilling handholes, sawing the pavement, furnishing and installing unit-duct to the appropriate handhole, cable splicing to provide a fully operable detector loop, testing and all trench and backfill shall be included in this item.

Detector loop replacement shall be measured along the sawed slot in the pavement containing the loop and lead-in, rather than the actual length of the wire in the slot.

Basis of Payment.

Detector Loop Replacement shall be paid for at the contract unit price per foot of **DETECTOR LOOP REPLACEMENT-HIGHLAND PARK**.

X0327301 RELOCATE EXISTING MAILBOX

Description. This work shall consist of removing and relocating an existing mail box and installing a temporary mailbox.

Materials. The materials shall be according to plan detail POM 632, or as approved by the Engineer.

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements. This work shall consist of removing and relocating an existing mail box to the proposed location shown on the plans or as directed by the City. The new location of the mail box shall be approved by the Engineer.

The relocated mailbox shall be installed on a new 4" x 4" square or 4½" diameter round treated wood post. The new post shall be embedded no more than 24" into the ground. The resulting hole shall be backfilled with a suitable excavated material, approved by the Engineer.

The relocated mailbox shall be placed adjacent to the curb or roadway in accordance with the plan detail "Mailbox Location (POM 632)".

If necessary as determined by the City that a temporary mailbox is required to ensure that mail service delivery is not interrupted for an extended period of time, the contractor shall submit a plan to the City detailing the temporary mailbox and its installation. Upon a request from the City the plan shall be

submitted within 2 calendar days (excluding Saturday, Sunday or a Legal Holiday) to the City. After the plan is approved by the City, the City will promptly notify the contractor of the approval and the temporary mailbox shall be installed within 2 calendar days (excluding Saturday, Sunday or a Legal Holiday) of receipt of the approval.

The existing post shall be removed and disposed of according to the requirements of Article 202.03 of the Standard Specifications. The hole for the existing post shall be backfilled and the area restored.

Method of Measurement. This work will be measured for payment as each where a mailbox must be relocated.

Basis of Payment. This work will be paid for at the contract unit price per each for **RELOCATE EXISTING MAILBOX**. The unit price shall include all equipment, materials and labor required to perform the work as specified in this specification. The cost of providing and installing a temporary mailbox shall not be paid for separately but shall be included in the cost of relocating the mailbox.

X4240800 DETECTABLE WARNINGS (SPECIAL)
Effective: January 1, 2020
Revised: March 6, 2024

Description. This work shall consist of furnishing and installing new detectable warnings in sidewalks at locations noted in the plans or as directed by the Engineer.

Materials. The detectable warning device shall be galvanized steel material, 10 Ga, and meet the following requirements.

- Powder Coat, Colonial Red (Federal Color 20109)
- Linear tiles and radial tiles in compliance with IDOT, PROWAG, and Access Board requirements.

Acceptable products include the following or approved equal:

- TufTile
- Detectable Warning Systems
- ADA Solutions

The City shall make the final determination on the product selection

Equipment. The equipment shall be capable of completing the necessary work in an efficient and safe manner, as approved by the Engineer.

Construction Requirements. This work shall be done in accordance with Section 424, Article 424.09 of the Standard Specifications insofar as applicable.

Method of Measurement. This work will be measured for payment in accordance with Article 424.12 of the Standard Specifications.

Basis of Payment. This work shall be paid for at the contract unit price per square foot for **DETECTABLE WARNINGS (SPECIAL)**.

Z0062000 - SAW CUTTING, 3”
Effective: January 1, 2020

Description. This work shall consist of saw cutting the existing pavement surface to achieve a 3” saw cut of the existing pavement.

Equipment. The equipment shall be according to Article 442.03.

Construction Requirements. The 3” saw cut shall produce a clean and straight edge at the edge of pavement after the cut is complete. The 3” saw cut shall be performed in advance of construction of new curb and gutter or new shoulders at locations indicated in the contract or as directed by the Engineer. This work shall be done in accordance with applicable portions of Section 442 of the Standard Specifications.

Method of Measurement. This work will be measured for work completed and accepted in place per foot.

Basis of Payment. This work will be paid for at the contract unit price per foot for **SAW CUTTING, 3”** , which shall include all equipment, materials and labor necessary to complete the work.

IDOT DISTRICT ONE - SPECIAL PROVISIONS

MAINTENANCE OF ROADWAYS
Effective: September 30, 1985
Revised: November 1, 1996

Beginning on the date that the Contractor begins work on this project, he shall assume responsibility for normal maintenance of all existing roadways within the limits of the improvement. This normal maintenance shall include all repair work deemed necessary by the Engineer, but shall not include snow removal operations. Traffic control and protection for maintenance of roadways will be provided by the Contractor as required by the Engineer.

If items of work have not been provided for in the contract, or otherwise specified for payment, such items, including the accompanying traffic control and protection required by the Engineer, will be paid for in accordance with Article 109.04 of the Standard Specifications.

HOT-MIX ASPHALT BINDER AND SURFACE COURSE (D1)
Effective: November 1, 2019
Revised: December 1, 2021

Revise Article 1004.03(c) to read:

"(c) Gradation. The coarse aggregate gradations shall be as listed in the following table.

Use	Size/Application	Gradation No.
Class A-1, A-2, & A-3	3/8 in. (10 mm) Seal	CA 16 or CA 20
Class A-1	1/2 in. (13 mm) Seal	CA 15
Class A-2 & A-3	Cover Coat	CA 14
HMA High ESAL	IL-19.0; Stabilized Subbase IL-19.0	CA 11 1/
	SMA 12.5 2/	CA 13 4/, CA 14, or CA 16
	SMA 9.5 2/	CA 13 3/4/ or CA 16 3/
	IL-9.5	CA 16, CM 13 4/
	IL-9.5FG	CA 16
HMA Low ESAL	IL-19.0L	CA 11 1/
	IL-9.5L	CA 16

1/ CA 16 or CA 13 may be blended with the CA 11.

2/ The coarse aggregates used shall be capable of being combined with the fine aggregates and mineral filler to meet the approved mix design and the mix requirements noted herein.

3/ The specified coarse aggregate gradations may be blended.

4/ CA 13 shall be 100 percent passing the 1/2 in. (12.5mm) sieve."

Revise Article 1004.03(e) of the Supplemental Specifications to read:

"(e) Absorption. For SMA the coarse aggregate shall also have water absorption ≤ 2.0 percent."

Revise the "High ESAL" portion of the table in Article 1030.01 to read:

"High ESAL	Binder Courses	IL-19.0, IL-9.5, IL-9.5FG, IL-4.75, SMA 12.5, Stabilized Subbase IL-19.0
	Surface Courses	IL-9.5, IL-9.5FG, SMA 12.5, SMA 9.5"

Revise Note 2. and add Note 6 to Article 1030.02 of the Standard Specifications to read:

"Item	Article/Section
(g) Performance Graded Asphalt Binder (Note 6)	1032
(h) Fibers (Note 2)	

Note 2. A stabilizing additive such as cellulose or mineral fiber shall be added to the SMA mixture according to Illinois Modified AASHTO M 325. The stabilizing additive shall meet the Fiber Quality Requirements listed in Illinois Modified AASHTO M 325. Prior to approval and use of fibers, the Contractor shall submit a notarized certification by the producer of these materials stating they meet these requirements. Reclaimed Asphalt Shingles (RAS) may be used in Stone Matrix Asphalt (SMA) mixtures designed with an SBA polymer modifier as a fiber additive if the mix design with RAS included meets AASHTO T305 requirements. The RAS shall be from a certified source that produces either Type I or Type 2. Material shall meet requirements noted herein and the actual dosage rate will be determined by the Engineer.

Note 6. The asphalt binder shall be an SBS PG 76-28 when the SMA is used on a full-depth asphalt pavement and SBS PG 76-22 when used as an overlay, except where modified herein. The asphalt binder shall be a SBS PG 76-22 for IL-4.75, except where modified herein."

Revise table in Article 1030.05(a) of the Standard Specifications to read:

"MIXTURE COMPOSITION (% PASSING) [1/]												
Sieve Size	IL-19.0 mm		SMA 12.5		SMA 9.5		IL-9.5mm		IL-9.5FG		IL-4.75 mm	
	min	max	min	max	min	max	min	max	min	max	min	max
1 1/2 in (37.5 mm)												
1 in. (25 mm)		100										
3/4 in. (19 mm)	90	100		100								
1/2 in. (12.5 mm)	75	89	80	100		100		100		100		100
3/8 in. (9.5 mm)				65	90	100	90	100	90	100		100
#4 (4.75 mm)	40	60	20	30	36	50	34	69	60	75[6/]	90	100
#8 (2.36 mm)	20	42	16	24 [4/]	16	32[4/]	34 [5/]	52 [2/]	45	60[6/]	70	90
#16 (1.18 mm)	15	30					10	32	25	40	50	65
#30 (600 μm)			12	16	12	18			15	30		
#50 (300 μm)	6	15					4	15	8	15	15	30
#100 (150 μm)	4	9					3	10	6	10	10	18
#200 (75 μm)	3.0	6.0	7.0	9.0 [3/]	7.5	9.5 [3/]	4.0	6.0	4.0	6.5	7.0	9.0 [3/]
#635 (20 μm)			≤ 3.0		≤ 3.0							
Ratio Dust/Asphalt Binder		1.0		1.5		1.5		1.0		1.0		1.0

1/ Based on percent of total aggregate weight.

2/ The mixture composition shall not exceed 44 percent passing the #8 (2.36 mm) sieve for surface courses with Ndesign = 90.

3/ Additional minus No. 200 (0.075 mm) material required by the mix design shall be mineral filler, unless otherwise approved by the Engineer.

4/ When establishing the Adjusted Job Mix Formula (AJMF) the percent passing the #8 (2.36 mm) sieve shall not be adjusted above the percentage stated on the table.

5/ When establishing the Adjusted Job Mix Formula (AJMF) the percent passing the #8 (2.36 mm) sieve shall not be adjusted below 34 percent.

6/ When the mixture is used as a binder, the maximum shall be increased by 0.5 percent passing."

Revise Article 1030.05(b) of the Standard Specifications to read:

(b) Volumetric Requirements. The target value for the air voids of the HMA shall be 4.0 percent, for IL-4.75 and SMA mixtures it shall be 3.5 percent and for Stabilized Subbase it shall be 3.0 percent at the design number of gyrations. The voids in the mineral aggregate (VMA) and voids filled with asphalt binder (VFA) of the HMA design shall be based on the nominal maximum size of the aggregate in the mix and shall conform to the following requirements.

	Voids in the Mineral Aggregate (VMA), % Minimum for Ndesign				
Mix Design	30	50	70	80	90
IL-19.0		13.5	13.5		13.5
IL-9.5		15.0	15.0		
IL-9.5FG		15.0	15.0		
IL-4.75[1/]		18.5			
SMA-12.5[1/2/5/]				17.0[3/]/16.0[4/]	
SMA-9.5[1/2/5/]				17.0[3/]/16.0[4/]	
IL-19.0L	13.5				
IL-9.5L	15.0				

1/ Maximum draindown shall be 0.3 percent according to Illinois Modified AASHTO T 305.

2/ The draindown shall be determined at the JMF asphalt binder content at the mixing temperature plus 30°F.

3/ Applies when specific gravity of coarse aggregate is ≥ 2.760.

4/ Applies when specific gravity of coarse aggregate is < 2.760.

5/ For surface course, the coarse aggregate can be crushed steel slag, crystalline crushed stone or crushed sandstone. For binder course, coarse aggregate shall be crushed stone (dolomite), crushed gravel, crystalline crushed stone, or crushed sandstone”

Revise the last paragraph of Article 1102.01 (a) (5) of the Standard Specifications to read:

“IL-4.75 and Stone Matrix Asphalt (SMA) mixtures which contain aggregate having absorptions greater than or equal to 2.0 percent, or which contain steal slag sand, shall have minimum surge bin storage plus haul time of 1.5 hours.”

Add after third sentence of Article 1030.09(b) to read:

“If the Contractor and Engineer agree the nuclear density test method is not appropriate for the mixture, cores shall be taken at random locations determined according to the QC/QA document "Determination of Random Density Test Site Locations". Core densities shall be determined using the Illinois Modified AASHTO T 166 or T 275 procedure.”

Revise Table 1 and Note 4/ of Table 1 in Article 406.07(a) of the Standard Specifications to read:

	Breakdown/Intermediate Roller (one of the following)	Final Roller (one or more of the following)	Density Requirement
IL-9.5, IL-9.5FG, IL-19.0[1/]	V_D, P , T_B, 3W, O_T, O_B	V_S, T_B, T_F, O_T	As specified in Section 1030
IL-4.75 and SMA [3/ 4/]	T_B, 3W, O_T	T_F, 3W	As specified in Section 1030
Mixtures on Bridge Decks [2/]	T_B	T_F	As specified in Articles 582.05 and 582.06.

"4/ The Contractor shall provide a minimum of two steel-wheeled tandem rollers (T_B), and/or three-wheel (3W) rollers for breakdown, except one of the (T_B) or (3W) rollers shall be 84 inches (2.14 m) wide and a weight of 315 pound per linear inch (PLI) (5.63 kg/mm) and one of the (T_B) or (3W) rollers can be substituted for an oscillatory roller (O_T). T_F rollers shall be a minimum of 280 lb/in. (50 N/mm). The 3W and T_B rollers shall be operated at a uniform speed not to exceed 3 mph (5 km/h), with the drive roll for T_B rollers nearest the paver and maintain an effective rolling distance of not more than 150 ft (45 m) behind the paver."

Add the following after the fourth paragraph of Article 406.13 (b):

"The plan quantities of SMA mixtures shall be adjusted using the actual approved binder and surface Mix Design's G_{mb}."

Revise first paragraph of Article 1030.10 of the Standard Specifications to read:

"A test strip of 300 ton (275 metric tons), except for SMA mixtures it will be 400 ton (363 metric ton), will be required for each mixture on each contract at the beginning of HMA production for each construction year according to the Manual of Test Procedures for Materials "Hot Mix Asphalt Test Strip Procedures". At the request of the Producer, the Engineer may waive the test strip if previous construction during the current construction year has demonstrated the constructability of the mix using Department test results."

Revise third paragraph of Article 1030.10 of the Standard Specifications to read:

"When a test strip is constructed, the Contractor shall collect and split the mixture according to the document "Hot-Mix Asphalt Test Strip Procedures". The Engineer, or a representative, shall deliver split sample to the District Laboratory for verification testing. The Contractor shall complete mixture tests stated in Article 1030.09(a). Mixture sampled shall include enough material for the Department to conduct mixture tests detailed in Article 1030.09(a) and in the document "Hot-Mix Asphalt Mixture Design Verification Procedure" Section 3.3. The mixture test results shall meet the requirements of Articles 1030.05(b) and 1030.05(d), except Hamburg wheel tests will only be conducted on High ESAL mixtures during production."

FRICTION AGGREGATE (D1)
Effective: January 1, 2011
Revised: December 1, 2021

Revise Article 1004.03(a) of the Standard Specifications to read:

"**1004.03 Coarse Aggregate for Hot-Mix Asphalt (HMA).** The aggregate shall be according to Article 1004.01 and the following.

(a) Description. The coarse aggregate for HMA shall be according to the following table.

Use	Mixture	Aggregates Allowed
Class A	Seal or Cover	Allowed Alone or in Combination [5/]: Gravel Crushed Gravel Carbonate Crushed Stone Crystalline Crushed Stone Crushed Sandstone Crushed Slag (ACBF) Crushed Steel Slag Crushed Concrete
HMA Low ESAL	Stabilized Subbase or Shoulders	Allowed Alone or in Combination [5/]: Gravel Crushed Gravel Carbonate Crushed Stone Crystalline Crushed Stone Crushed Sandstone Crushed Slag (ACBF) Crushed Steel Slag[1/] Crushed Concrete
HMA High ESAL Low ESAL	Binder IL-19.0 or IL-19.0L SMA Binder	Allowed Alone or in Combination [5/ 6/]: Crushed Gravel Carbonate Crushed Stone[2/] Crystalline Crushed Stone Crushed Sandstone Crushed Slag (ACBF) Crushed Concrete[3/]
HMA	C Surface and Binder	Allowed Alone or in Combination [5/]:

High ESAL Low ESAL	IL-9.5 IL-9.5FG or IL-9.5L	Crushed Gravel Carbonate Crushed Stone[2/] Crystalline Crushed Stone Crushed Sandstone Crushed Slag (ACBF) Crushed Steel Slag[4/] Crushed Concrete[3/]	
HMA High ESAL	D Surface and Binder IL-9.5 or IL-9.5FG	<u>Allowed Alone or in Combination</u> [5/]: Crushed Gravel Carbonate Crushed Stone (other than Limestone)[2/] Crystalline Crushed Stone Crushed Sandstone Crushed Slag (ACBF) Crushed Steel Slag[4/]	
		<u>Other Combinations Allowed:</u>	
		Up to...	*With...*
		25% Limestone	Dolomite
		50% Limestone	Any Mixture D aggregate other than Dolomite
		75% Limestone	Crushed Slag (ACBF) or Crushed Sandstone
HMA High ESAL	E Surface IL-9.5 SMA	<u>Allowed Alone or in Combination</u> [5/ 6/]: Crushed Gravel Crystalline Crushed Stone Crushed Sandstone	

	Ndesign 80 Surface	Crushed Slag (ACBF) Crushed Steel Slag No Limestone.	
		Other Combinations Allowed: *Up to...*	*With...*
		50% Dolomite[2/]	Any Mixture E aggregate
		75% Dolomite[2/]	Crushed Sandstone, Crushed Slag (ACBF), Crushed Steel Slag, or Crystalline Crushed Stone
		75% Crushed Gravel[2/]	Crushed Sandstone, Crystalline Crushed Stone, Crushed Slag (ACBF), or Crushed Steel Slag
HMA High ESAL	F Surface IL-9.5 SMA Ndesign 80 Surface	Allowed Alone or in Combination [5/ 6/]: Crystalline Crushed Stone Crushed Sandstone Crushed Slag (ACBF) Crushed Steel Slag No Limestone.	
		Other Combinations Allowed: *Up to...*	*With...*
		50% Crushed Gravel[2/] or Dolomite[2/]	Crushed Sandstone, Crushed Slag (ACBF), Crushed Steel Slag, or Crystalline Crushed Stone

1/ Crushed steel slag allowed in shoulder surface only.
2/ Carbonate crushed stone (limestone) and/or crushed gravel shall not be used in SMA Ndesign 80.
3/ Crushed concrete will not be permitted in SMA mixes.
4/ Crushed steel slag shall not be used as binder.
5/ When combinations of aggregates are used, the blend percent measurements shall be by volume."
6/ Combining different types of aggregate will not be permitted in SMA Ndesign 80."

SLIPFORM PAVING (D1)
Effective: November 1, 2014

Revise Article 1020.04 Table 1, Note (5) of Standard Specifications to read:

"The slump range for slipform construction shall be 1/2 to 1 1/2 in."

Revise Article 1020.04 Table 1 (metric), Note (5) of Standard Specifications to read:

"The slump range for slipform construction shall be 13 to 40 mm."

HAMBURG WHEEL AND TENSILE STRENGTH RATIO TESTING (D-1)
Effective: December 1, 2020

Revise Article 1030.04(d) of the Standard Specifications to read:

" (d) Verification Testing. During mixture design, prepared samples shall be submitted to the District laboratory for verification testing. The required testing, and number and size of prepared samples submitted, shall be according to the following tables.

High ESAL – Required Samples for Verification Testing	
Mixture	Hamburg Wheel Testing 1/ 2/
Binder	total of 3 - 160 mm tall bricks
Surface	total of 4 - 160 mm tall bricks

1/ The compacted gyratory bricks for Hamburg wheel testing shall be 7.5 ± 0.5 percent air voids.

2/ If the Contractor does not possess the equipment to prepare the 160 mm tall brick(s), twice as many 115 mm tall compacted gyratory bricks will be acceptable.

New and renewal mix designs shall meet the following requirements for verification testing.

(1) Hamburg Wheel Test. The maximum allowable rut depth shall be 0.5 in. (12.5 mm). The minimum number of wheel passes at the 0.5 in. (12.5 mm) rut depth criteria shall be based on the high temperature binder grade of the mix as specified in the mix requirements table of the plans.

Illinois Modified AASHTO T 324 Requirements 1/	
PG Grade	Minimum Number of Wheel Passes
PG 58-xx (or lower)	5,000
PG 64-xx	7,500
PG 70-xx	15,000
PG 76-xx (or higher)	20,000

1/ When produced at temperatures of 275 ± 5 °F (135 ± 3 °C) or below, loose warm mix asphalt shall be oven aged at 270 ± 5 °F (132 ± 3 °C) for two hours prior to gyratory compaction of Hamburg wheel specimens.

2/ For IL-4.75 binder course, the minimum number of wheel passes shall be reduced by 5,000.

(2) Tensile Strength. Tensile strength testing shall be according to the Illinois Modified AASHTO T 283 procedure. The minimum allowable conditioned tensile strength shall be 60 psi (415 kPa) for non-polymer modified performance graded (PG) asphalt binder and 80 psi (550 kPa) for polymer modified PG asphalt binder, except polymer modified PG XX-28 or lower asphalt binders which shall have a minimum tensile strength of 70 psi (483 kPa). The maximum allowable unconditioned tensile strength shall be 200 psi (1380 kPa).

If a mix fails the Department's verification testing, the Contractor shall make necessary changes to the mix and provide passing Hamburg wheel and tensile strength test results from a private lab. The Department will verify the passing results."

Delete paragraph six, seven and eight of Article 1030.06(a).

Add the following to the end of Article 1030.06(a) of the Standard Specifications to read:

"Mixture sampled to represent the test strip shall include approximately 60 lb (27 kg) of additional material for the Department to conduct Hamburg wheel testing. Within two working days after sampling, the Contractor shall deliver prepared samples to the District laboratory for verification testing. The required number and size of prepared samples submitted for the Hamburg wheel testing shall be according to the "High ESAL - Required Samples for Verification Testing" table in Article 1030.04(d) above.

Mixture sampled during production for Hamburg wheel will be tested by the Department. The Hamburg wheel results shall meet the requirements specified in Article 1030.04(d) above.

Upon notification by the Engineer of a failing Hamburg wheel test and prior to restarting production, the Contractor shall make necessary adjustments approved by the Engineer to the mixture production and submit another mixture sample for the Department to conduct Hamburg wheel testing. Prior produced material may be paved out provided all other mixture criteria is being met. Upon consecutive failing Hamburg wheel tests, no additional mixture shall be produced until the Engineer receives passing Hamburg wheel test results.

The Department may conduct additional Hamburg wheel testing on production material as determined by the Engineer."

IDOT LOCAL ROADS - SPECIAL PROVISIONS

State of Illinois DEPARTMENT OF
TRANSPORTATION
Bureau of Local Roads and Streets

SPECIAL PROVISION
FOR
BITUMINOUS MATERIALS COST ADJUSTMENT FOR LOCAL LETTINGS
(RETURN FORMWITH BID)
Effective: June 16, 2017
Revised:

Description. Bituminous material cost adjustments will be made to provide additional compensation to the Contractor, or credit to the project owner, for fluctuations in the cost of bituminous materials when optioned by the Contractor. The bidder shall indicate on the attached form whether or not this special provision will be part of the contract and submit the completed form with his/her bid. Failure to submit the form, or failure to fill out the form completely, shall make this contract exempt of bituminous materials cost adjustments.

The adjustments shall apply to permanent and temporary hot-mix asphalt (HMA) mixtures, bituminous surface treatments (cover and seal coats), and preventative maintenance type surface treatments that are part of the original proposed construction, or added as extra work and paid for by agreed unit prices. The adjustments shall not apply to bituminous prime coats, tack coats, crack filling/sealing, joint filling/sealing, or extra work paid for at a lump sum price or by force account.

Method of Adjustment. Bituminous materials cost adjustments will be computed as follows. CA

$= (BPI_P - BPI_L) \times (\%AC_V / 100) \times Q$

Where: CA = Cost Adjustment, $.
BPI_P = Bituminous Price Index, as published by the Department of Transportation for the month the work is performed, $/ton ($/metric ton).
BPI_L = Bituminous Price Index, as published by the Department of Transportation for the month prior to the letting for work paid for at the contract price; or for the month the agreed unit price letter is submitted by the Contractor for extra work paid for by agreed unit price, $/ton ($/metric ton).
$\%AC_V$ = Percent of virgin Asphalt Cement in the Quantity being adjusted. For HMA mixtures, the % AC_V will be determined from the adjusted job mix formula. For bituminous materials applied, a performance graded or cutback asphalt will be considered to be 100% AC_V and undiluted emulsified asphalt will be considered to be 65% AC_V.
Q = Authorized construction Quantity, tons (metric tons) (see below).

For HMA mixtures measured in square yards: Q, tons = A x D x (G_{mb} x 46.8) / 2000. For HMA mixtures measured in square meters: Q, metric tons = A x D x (G_{mb} x 1) / 1000. When computing adjustments for full-depth HMA pavement, separate calculations will be made for the binder and surface courses to account for their different G_{mb} and % $AC_{V.}$

For bituminous materials measured in gallons: Q, tons = V x 8.33 lb/gal x SG / 2000
For bituminous materials measured in liters: Q, metric tons = V x 1.0 kg/L x SG / 1000

Where: A = Area of the HMA mixture, sq yd (sq m).
D = Depth of the HMA mixture, in. (mm).
G_{mb} = Average bulk specific gravity of the mixture, from the approved mix design.
V = Volume of the bituminous material, gal (L).
SG = Specific Gravity of bituminous material as shown on the bill of lading.

Basis of Payment. Bituminous materials cost adjustments may be positive or negative but will only be made when there is a difference between the BPI_L and BPI_P in excess of five percent, as calculated by:

Percent Difference = $\{(BPI_L - BPI_P) \div BPI_L\} \times 100$

Bituminous materials cost adjustments will be calculated for each calendar month in which applicable bituminous material is placed; and will be paid or deducted when all other contract requirements for the work placed during the month are satisfied. The adjustments shall not apply during contract time subject to liquidated damages for completion of the entire contract.

Return With Bid

OPTION FOR

BITUMINOUS MATERIALS COST ADJUSTMENT

The bidder shall submit this completed form with his/her bid. Failure to submit the form, or failure to fill out the form completely, shall make this contract exempt of bituminous materials cost adjustments. After award, this form, when submitted, shall become part of the contract.

Contract No.: _____

Company Name: _____

Contractor's Option:

Is your company opting to include this special provision as part of the contract?

Yes ☐ No ☐

Signature: _____ **Date:** _____

State of Illinois DEPARTMENT OF
TRANSPORTATION
Bureau of Local Roads and Streets

SPECIAL PROVISION
FOR
FUEL COST ADJUSTMENT FOR LOCAL LETTINGS
(RETURN FORMWITH BID)
Effective: June 16, 2017
Revised:

Description. Fuel cost adjustments will be made to provide additional compensation to the Contractor, or a credit to the project owner, for fluctuations in fuel prices when optioned by the Contractor. The bidder shall indicate on the attached form whether or not this special provision will be part of the contract and submit the completed form with his/her bid. Failure to submit the form or failure to indicate contract number, company name and sign and date the form shall make this contract exempt of fuel cost adjustments for all categories of work. Failure to indicate "Yes" for any category of work will make that category of work exempt from fuel cost adjustment.

General. The fuel cost adjustment shall apply to contract pay items as grouped by category. The adjustment shall only apply to those categories of work checked "Yes", and only when the cumulative plan quantities for a category exceed the required threshold. Adjustments to work items in a category, either up or down, and extra work paid for by agreed unit price will be subject to fuel cost adjustment only when the category representing the added work was subject to the fuel cost adjustment. Extra work paid for at a lump sum price or by force account will not be subject to fuel cost adjustment. Category descriptions and thresholds for application and the fuel usage factors which are applicable to each are as follows:

(a) Categories of Work.

(1) Category A: Earthwork. Contract pay items performed under Sections 202, 204, and 206 of the IDOT Standard Specifications for Road and Bridge Construction including any modified standard or nonstandard items where the character of the work to be performed is considered earthwork. The cumulative total of all applicable item plan quantities shall exceed 25,000 cu yd (20,000 cu m). Included in the fuel usage factor is a weighted average 0.10 gal/cu yd (0.50 liters/cu m) factor for trucking.

(2) Category B: Subbases and Aggregate Base Courses. Contract pay items constructed under Sections 311, 312 and 351 of the IDOT Standard Specifications for Road and Bridge Construction including any modified standard or nonstandard items where the character of the work to be performed is considered construction of a subbase or aggregate, stabilized or modified base course. The cumulative total of all applicable item plan quantities shall exceed 5000 tons (4500 metric tons). Included in the fuel usage factor is a 0.60 gal/ton (2.50 liters/metric ton) factor for trucking.

(3) Category C: Hot-Mix Asphalt (HMA) Bases, Pavements and Shoulders. Contract pay items constructed under Sections 355, 406, 407 and 482 of the IDOT Standard Specifications for Road and Bridge Construction including any modified standard or nonstandard items where the character of the work to be performed is considered HMA bases, pavements and shoulders. The cumulative total of all applicable item plan quantities shall exceed 5000 tons (4500 metric tons). Included in the fuel usage factor is 0.60 gal/ton (2.50 liters/metric ton) factor for trucking.

(4) Category D: Portland Cement Concrete (PCC) Bases, Pavements and Shoulders. Contract pay items constructed under Sections 353, 420, 421 and 483 of the IDOT Standard Specifications for Road and Bridge Construction including any modified standard or nonstandard items where the character of the work to be performed is considered PCC base, pavement or shoulder. The cumulative total of all applicable item plan quantities shall exceed 7500 sq yd (6000 sq m). Included in the fuel usage factor is 1.20 gal/cu yd (5.94 liters/cu m) factor for trucking.

(5) Category E: Structures. Structure items having a cumulative bid price that exceeds $250,000 for pay items constructed under Sections 502, 503, 504, 505, 512, 516 and 540 of the IDOT Standard Specifications for Road and Bridge Construction including any modified standard or nonstandard items where the character of the work to be performed is considered structure work when similar to that performed under these sections and not included in categories A through D.

(b) Fuel Usage Factors.

English Units Category	Factor	Units
A - Earthwork	0.34	gal / cu yd
B – Subbase and Aggregate Base courses	0.62	gal / ton
C – HMA Bases, Pavements and Shoulders	1.05	gal / ton
D – PCC Bases, Pavements and Shoulders	2.53	gal / cu yd
E – Structures	8.00	gal / $1000

Metric Units Category	Factor	Units
A - Earthwork	1.68	liters / cu m
B – Subbase and Aggregate Base courses	2.58	liters / metric ton
C – HMA Bases, Pavements and Shoulders	4.37	liters / metric ton
D – PCC Bases, Pavements and Shoulders	12.52	liters / cu m
E – Structures	30.28	liters / $1000

(c) Quantity Conversion Factors.

Category	Conversion	Factor
B	sq yd to ton	0.057 ton / sq yd / in depth
	sq m to metric ton	0.00243 metric ton / sq m / mm depth
C	sq yd to ton	0.056 ton / sq yd / in depth
	sq m to metric ton	0.00239 m ton / sq m / mm depth

D	sq yd to cu yd sq m to cu m	0.028 cu yd / sq yd / in depth 0.001 cu m / sq m / mm depth

Method of Adjustment. Fuel cost adjustments will be computed as follows. CA

= (FPIP - FPIL) x FUF x Q

Where: CA = Cost Adjustment, $
FPIP = Fuel Price Index, as published by the Department of Transportation for the month the work is performed, $/gal ($/liter)
FPIL = Fuel Price Index, as published by the Department of Transportation for the month prior to the letting for work paid for at the contract price; or for the month the agreed unit price letter is submitted by the Contractor for extra work paid for by agreed unit price, $/gal ($/liter)
FUF = Fuel Usage Factor in the pay item(s) being adjusted
Q = Authorized construction Quantity, tons (metric tons) or cu yd (cu m)

The entire FUF indicated in paragraph (b) will be used regardless of use of trucking to perform the work.

Basis of Payment. Fuel cost adjustments may be positive or negative but will only be made when there is a difference between the FPIL and FPIP in excess of five percent, as calculated by:

Percent Difference = {(FPIL – FPIP) □ FPIL} □ 100

Fuel cost adjustments will be calculated for each calendar month in which applicable work is performed; and will be paid or deducted when all other contract requirements for the items of work are satisfied. The adjustments shall not apply during contract time subject to liquidated damages for completion of the entire contract.

Return With Bid

OPTION FOR

FUEL COST ADJUSTMENT

The bidder shall submit this completed form with his/her bid. Failure to submit the form or properly complete contract number, company name, and sign and date the form shall make this contract exempt of fuel cost adjustments in all categories. Failure to indicate "Yes" for any category of work at the time of bid will make that category of work exempt from fuel cost adjustment. After award, this form, when submitted shall become part of the contract.

Contract No.: _____

Company Name: _____

Contractor's Option:

Is your company opting to include this special provision as part of the contract plans for the following categories of work?

Category A Earthwork.	Yes	☐
Category B Subbases and Aggregate Base Courses	Yes	☐
Category C HMA Bases, Pavements and Shoulders	Yes	☐
Category D PCC Bases, Pavements and Shoulders	Yes	☐
Category E Structures	Yes	☐

Signature: _____ **Date:** _____

State of Illinois Department of
Transportation
Bureau of Local Roads and
Streets

SPECIAL PROVISION FOR INSURANCE

Effective: February 1, 2007
Revised: August 1, 2007

All references to Sections or Articles in this specification shall be construed to mean specific Section or Article of the Standard Specifications for Road and Bridge Construction, adopted by the Department of Transportation.

The Contractor shall name the following entities as additional insured under the Contractor's general liability insurance policy in accordance with Article 107.27:

City of Highland Park

The entities listed above and their officers, employees, and agents shall be indemnified and held harmless in accordance with Article 107.26.

BDE SPECIAL PROVISIONS
For the August 1 and September 19, 2025 Lettings

BITUMINOUS MATERIALS COST ADJUSTMENTS (BDE)
Effective: November 2, 2006
Revised: August 1, 2017

Description. Bituminous material cost adjustments will be made to provide additional compensation to the Contractor, or credit to the Department, for fluctuations in the cost of bituminous materials when optioned by the Contractor. The bidder shall indicate with their bid whether or not this special provision will be part of the contract.

The adjustments shall apply to permanent and temporary hot-mix asphalt (HMA) mixtures, bituminous surface treatments (cover and seal coats), and preventative maintenance type surface treatments that are part of the original proposed construction, or added as extra work and paid for by agreed unit prices. The adjustments shall not apply to bituminous

prime coats, tack coats, crack filling/sealing, joint filling/sealing, or extra work paid for at a lump sum price or by force account.

Method of Adjustment. Bituminous materials cost adjustments will be computed as follows.

$CA = (BPI_P - BPI_L) \times (\%AC_V / 100) \times Q$

Where: CA = Cost Adjustment, $.

BPI_P = Bituminous Price Index, as published by the Department for the month the work is performed, $/ton ($/metric ton).

BPI_L = Bituminous Price Index, as published by the Department for the month prior to the letting for work paid for at the contract price; or for the month the agreed unit price letter is submitted by the Contractor for extra work paid for by agreed unit price, $/ton ($/metric ton).

$\%AC_V$ = Percent of virgin Asphalt Cement in the Quantity being adjusted. For HMA mixtures, the % AC_V will be determined from the adjusted job mix formula. For bituminous materials applied, a performance graded or cutback asphalt will be considered to be 100% AC_V and undiluted emulsified asphalt will be considered to be 65% AC_V.

Q = Authorized construction Quantity, tons (metric tons) (see below).

For HMA mixtures measured in square yards: Q, tons = A x D x (G_{mb} x 46.8) / 2000. For HMA mixtures measured in square meters: Q, metric tons = A x D x (G_{mb} x 1) / 1000. When computing adjustments for full-depth HMA pavement, separate calculations will be made for the binder and surface courses to account for their different G_{mb} and % AC_V.

For bituminous materials measured in gallons: Q, tons = V x 8.33 lb/gal x SG / 2000
For bituminous materials measured in liters: Q, metric tons = V x 1.0 kg/L x SG / 1000

Where: A = Area of the HMA mixture, sq yd (sq m).

D = Depth of the HMA mixture, in. (mm).

G_{mb} = Average bulk specific gravity of the mixture, from the approved mix design.

V = Volume of the bituminous material, gal (L).

SG = Specific Gravity of bituminous material as shown on the bill of lading.

Basis of Payment. Bituminous materials cost adjustments may be positive or negative but will only be made when there is a difference between the BPI_L and BPI_P in excess of five percent, as calculated by:

Percent Difference = $\{(BPI_L - BPI_P) \div BPI_L\} \times 100$

Bituminous materials cost adjustments will be calculated for each calendar month in which applicable bituminous material is placed; and will be paid or deducted when all other contract requirements for the work placed during the month are satisfied. The adjustments shall not apply during contract time subject to liquidated damages for completion of the entire contract.

80173

CEMENT, FINELY DIVIDED MINERALS, ADMIXTURES; CONCRETE, AND MORTAR (BDE)

Effective: January 1, 2025

Revise the first paragraph of Article 285.05 of the Standard Specifications to read:

"**285.05 Fabric Formed Concrete Revetment Mat.** The grout shall consist of a mixture of cement, fine aggregate, and water so proportioned and mixed as to provide a pumpable slurry. Fly ash or ground granulated blast furnace (GGBF) slag, and concrete admixtures may be used at the option of the Contractor. The grout shall have an air content of not less than 6.0 percent nor more than 9.0 percent of the volume of the grout. The mix shall obtain a compressive strength of 2500 psi (17,000 kPa) at 28 days according to Article 1020.09."

Revise Article 302.02 of the Standard Specifications to read:

"**302.02 Materials.** Materials shall be according to the following.

	Item	Article/Section
(a)	Cement	1001
(b)	Water	1002
(c)	Hydrated Lime	1012.01
(d)	By-Product, Hydrated Lime	1012.02
(e)	By-Product, Non-Hydrated Lime	1012.03
(f)	Lime Slurry	1012.04
(g)	Fly Ash	1010
(h)	Soil for Soil Modification (Note 1)	1009.01
(i)	Bituminous Materials (Note 2)	1032

Note 1. This soil requirement only applies when modifying with lime (slurry or dry).

Note 2. The bituminous materials used for curing shall be emulsified asphalt RS-2, CRS-2, HFE 90, or HFE 150; rapid curing liquid asphalt RC-70; or medium curing liquid asphalt MC-70 or MC-250."

Revise Article 312.07(c) of the Standard Specifications to read:

"(c) Cement .....1001"

Add Article 312.07(i) of the Standard Specifications to read:

"(i) Ground Granulated Blast Furnace (GGBF) Slag .....1010"

Revise the first paragraph of Article 312.09 of the Standard Specifications to read:

"**312.09 Proportioning and Mix Design.** At least 60 days prior to start of placing CAM II, the Contractor shall submit samples of materials to be used in the work for proportioning and testing.

The mixture shall contain a minimum of 200 lb (120 kg) of cement per cubic yard (cubic meter). Cement may be replaced with fly ash or ground granulated blast furnace (GGBF) slag according to Article 1020.05(c)(1) or 1020.05(c)(2), respectively, however the minimum cement content in the mixture shall be 170 lbs/cu yd (101 kg/cu m). Blends of coarse and fine aggregates will be permitted, provided the volume of fine aggregate does not exceed the volume of coarse aggregate. The Engineer will determine the proportions of materials for the mixture according to the "Portland Cement Concrete Level III Technician Course" manual. However, the Contractor may substitute their own mix design. Article 1020.05(a) shall apply, and a Level III PCC Technician shall develop the mix design."

Revise Article 352.02 of the Standard Specifications to read:

"**352.02 Materials.** Materials shall be according to the following.

Item	Article/Section
(a) Cement (Note 1)	1001
(b) Soil for Soil-Cement Base Course	1009.03
(c) Water	1002
(d) Bituminous Materials (Note 2)	1032

Note 1. Bulk cement may be used for the traveling mixing plant method if the equipment for handling, weighing, and spreading the cement is approved by the Engineer.

Note 2. The bituminous materials used for curing shall be emulsified asphalt RS-2, CRS-2, HFE 90, or HFE 150; rapid curing liquid asphalt RC-70; or medium curing liquid asphalt MC-70 or MC-250."

Revise Article 404.02 of the Standard Specifications to read:

"**404.02 Materials.** Materials shall be according to the following.

Item	Article/Section
(a) Cement	1001
(b) Water	1002
(c) Fine Aggregate	1003.08
(d) Bituminous Material (Tack Coat)	1032.06
(e) Emulsified Asphalts (Note 1) (Note 2)	1032.06
(f) Fiber Modified Joint Sealer	1050.05
(g) Additives (Note 3)	

Note 1. When used for slurry seal, the emulsified asphalt shall be CQS-1h according to Article 1032.06(b).

Note 2. When used for micro-surfacing, the emulsified asphalt shall be CQS-1hP according to Article 1032.06(e).

Note 3. Additives may be added to the emulsion mix or any of the component materials to provide the control of the quick-traffic properties. They shall be included as part of the mix design and be compatible with the other components of the mix.

Revise the last sentence of the fourth paragraph of Article 404.08 of the Standard Specifications to read:

"When approved by the Engineer, the sealant may be dusted with fine sand, cement, or mineral filler to prevent tracking."

Revise Note 2 of Article 516.02 of the Standard Specifications to read:

"Note 2. The sand-cement grout mix shall be according to Section 1020 and shall be a 1:1 blend of sand and cement comprised of a Type I, IL, or II cement at 185 lb/cu yd (110 kg/cu m). The maximum water cement ratio shall be sufficient to provide a flowable mixture with a typical slump of 10 in. (250 mm)."

Revise Note 2 of Article 543.02 of the Standard Specifications to read:

"Note 2. The grout mixture shall be 6.50 hundredweight/cu yd (385 kg/cu m) of cement plus fine aggregate and water. Fly ash or ground granulated blast furnace (GGBF) slag may replace a maximum of 5.25 hundredweight/cu yd (310 kg/cu m) of the cement. The water/cement ratio, according to Article 1020.06, shall not exceed 0.60. An air-entraining admixture shall be used to produce an air content, according to Article 1020.08, of not less than 6.0 percent nor more than 9.0 percent of the volume of the grout. The Contractor shall have the option to use a water-reducing or high range water-reducing admixture."

Revise Article 583.01 of the Standard Specifications to read:

"**583.01 Description.** This work shall consist of placing cement mortar along precast, prestressed concrete bridge deck beams as required for fairing out any unevenness between adjacent deck beams prior to placing of waterproofing membrane and surfacing."

Revise Article 583.02(a) of the Standard Specifications to read:

"(a) Cement .....1001"

Revise the first paragraph of Article 583.03 of the Standard Specifications to read:

"**583.03 General.** This work shall only be performed when the air temperature is 45 °F (7 °C) and rising. The mixture for cement mortar shall consist of three parts sand to one part cement by volume. The amount of water shall be no more than that necessary to produce a workable, plastic mortar."

Revise Note 2/ in Article 1003.01(b) of the Standard Specifications to read

"2/ Applies only to sand. Sand exceeding the colorimetric test standard of 11 (Illinois Modified AASHTO T 21) will be checked for mortar making properties according to Illinois Modified ASTM C 87 and shall develop a compressive strength at the age of 14 days when using Type I, IL, or II cement of not less than 95 percent of the comparable standard.

Revise the second sentence of Article 1003.02(e)(1) of the Standard Specifications to read:

"The test will be performed with Type I, IL, or II portland cement having a total equivalent alkali content ($Na_2O + 0.658K_2O$) of 0.90 percent or greater."

Revise the first sentence of the second paragraph of Article 1003.02(e)(3) of the Standard Specifications to read:

"The ASTM C 1293 test shall be performed with Type I, IL, or II portland cement having a total equivalent alkali content ($Na_2O + 0.658K_2O$) of 0.80 percent or greater."

Revise the second sentence of Article 1004.02(g)(1) of the Standard Specifications to read:

"The test will be performed with Type I, IL, or II portland cement having a total equivalent alkali content ($Na_2O + 0.658K_2O$) of 0.90 percent or greater."

Revise Article 1017.01 of the Standard Specifications to read:

"**1017.01 Requirements.** The mortar shall be high-strength according to ASTM C 387 and shall have a minimum 80.0 percent relative dynamic modulus of elasticity when tested by the Department according to Illinois Modified AASHTO T 161 or AASHTO T 161 when tested by an independent lab. The high-strength mortar shall have a water-soluble chloride ion content of less than 0.40 lb/cu yd (0.24 kg/cu m). The test shall be performed according to ASTM C 1218, and the high-strength mortar shall have an age of 28 to 42 days at the time of test. The ASTM C 1218 test shall be performed by an independent lab a minimum of once every five years, and the test results shall be provided to the Department. Mixing of the high-strength mortar shall be according to the manufacturer's specifications. The Department will maintain a qualified product list."

Revise the fourth sentence of Article 1018.01 of the Standard Specifications to read:

"The ASTM C 1218 test shall be performed by an independent lab a minimum of once every five years, and the test results shall be provided to the Department."

Revise Article 1019.02 of the Standard Specifications to read:

"**1019.02 Materials.** Materials shall be according to the following.

Item	Article/Section
(a) Cement	1001
(b) Water	1002
(c) Fine Aggregate for Controlled Low-Strength Material (CLSM)	1003.06
(d) Fly Ash	1010
(e) Ground Granulated Blast Furnace (GGBF) Slag	1010
(f) Admixtures (Note 1)	

Note 1. The air-entraining admixture may be in powder or liquid form. Prior to approval, a CLSM air-entraining admixture will be evaluated by the Department. The admixture shall be able to meet the air content requirements of Mix 2. The Department will maintain a qualified product list."

Revise Article 1019.05 of the Standard Specifications to read:

"**1019.05 Department Mix Design.** The Department mix design shall be Mix 1, 2, or 3 and shall be proportioned to yield approximately one cubic yard (cubic meter).

Mix 1	
Cement	50 lb (30 kg)
Fly Ash – Class C or F, and/or GGBF Slag	125 lb (74 kg)
Fine Aggregate – Saturated Surface Dry	2900 lb (1720 kg)
Water	50-65 gal (248-322 L)
Air Content	No air is entrained

Mix 2	
Cement	125 lb (74 kg)
Fine Aggregate – Saturated Surface Dry	2500 lb (1483 kg)
Water	35-50 gal (173-248 L)
Air Content	15-25 %

Mix 3	
Cement	40 lb (24 kg)
Fly Ash – Class C or F, and/or GGBF Slag	125 lb (74 kg)
Fine Aggregate – Saturated Surface Dry	2500 lb (1483 kg)
Water	35-50 gal (179-248 L)
Air Content	15-25 %"

Revise Article 1020.04, Table 1, Note (8) of the Standard Specifications to read:

"(8) In addition to the Type III portland cement, 100 lb/cu yd of ground granulated blast-furnace slag and 50 lb/cu yd of microsilica (silica fume) shall be used. For an air temperature greater than 85 ºF, the Type III portland cement may be replaced with Type I, IL, or II portland cement."

Revise Article 1020.04, Table 1 (Metric), Note (8) of the Standard Specifications to read:

"(8) In addition to the Type III portland cement, 60 kg/cu m of ground granulated blast-furnace slag and 30 kg/cu m of microsilica (silica fume) shall be used. For an air temperature greater than 30 ºC, the Type III portland cement may be replaced with Type I, IL, or II portland cement."

Revise the second paragraph of Article 1020.05(a) of the Standard Specifications to read:

"For a mix design using a portland-pozzolan cement, portland blast-furnace slag cement, portland-limestone cement, or replacing portland cement with finely divided minerals per Articles 1020.05(c) and 1020.05(d), the Contractor may submit a mix design with a minimum portland cement content less than 400 lbs/cu yd (237 kg/cu m), but not less than 375 lbs/cu yd (222 kg/cu m), if the mix design is shown to have a minimum relative dynamic modulus of elasticity of 80 percent determined according to AASHTO T 161.

Testing shall be performed by an independent laboratory accredited by AASHTO re:source for Portland Cement Concrete."

Revise the first sentence of the first paragraph of Article 1020.05(b) of the Standard Specifications to read:

"Corrosion inhibitors and concrete admixtures shall be according to the qualified product lists."

Delete the fourth and fifth sentences of the second paragraph of Article 1020.05(b) of the Standard Specifications.

Revise the third sentence of the second paragraph of Article 1020.05(b)(5) of the Standard Specifications to read:

"The qualified product lists of concrete admixtures shall not apply."

Revise second paragraph of Article 1020.05(b)(10) of the Standard Specifications to read:

"When calcium nitrite is used, it shall be added at the rate of 4 gal/cu yd (20 L/cu m) and shall be added to the mix immediately after all compatible admixtures have been introduced to the batch. Other corrosion inhibitors shall be added per the manufacturer's specifications."

Delete the third paragraph of Article 1020.05(b)(10) of the Standard Specifications.

Revise Article 1020.15(b)(1)c. of the Standard Specifications to read:

"c. The minimum portland cement content in the mixture shall be 375 lbs/cu yd (222 kg/cu m). When the total of organic processing additions, inorganic processing additions, and limestone addition exceed 5.0 percent in the cement, the minimum portland cement content in the mixture shall be 400 lbs/cu yd (237 kg/cu m). For a drilled shaft, foundation, footing, or substructure, the

minimum portland cement may be reduced to as low as 330 lbs/cu yd (196 kg/cu m) if the concrete has adequate freeze/thaw durability. The Contractor shall provide freeze/thaw test results according to AASHTO T 161, and the relative dynamic modulus of elasticity of the mix design shall be a minimum of 80 percent. Testing shall be performed by an independent laboratory accredited by AASHTO re:source for Portland Cement Concrete. Freeze/thaw testing will not be required for concrete that will not be exposed to freezing and thawing conditions as determined by the Engineer."

Revise Article 1021.01 of the Standard Specifications to read:

"**1021.01 General.** Admixtures shall be furnished in liquid or powder form ready for use. The admixtures shall be delivered in the manufacturer's original containers, bulk tank trucks or such containers or tanks as are acceptable to the Engineer. Delivery shall be accompanied by a ticket which clearly identifies the manufacturer, the date of manufacture, and trade name of the material.

Containers shall be readily identifiable as to manufacturer, the date of manufacture, and trade name of the material they contain.

Concrete admixtures shall be on one of the Department's qualified product lists. Unless otherwise noted, admixtures shall have successfully completed and remain current with the AASHTO Product Eval and Audit Concrete Admixture (CADD) testing program. For admixture submittals to the Department; the product brand name, manufacturer name, admixture type or types, an electronic link to the product's technical data sheet, and the NTPEP testing number which contains an electronic link to all test data shall be provided. In addition, a letter shall be submitted certifying that no changes have been made in the formulation of the material since the most current round of tests conducted by AASHTO Product Eval and Audit. After 28 days of testing by AASHTO Product Eval and Audit, air-entraining admixtures may be provisionally approved and used on Departmental projects. For all other admixtures, unless otherwise noted, the time period after which provisionally approved status may be earned is 6 months.

The manufacturer shall include the following in the submittal to the AASHTO Product Eval and Audit CADD testing program: the manufacturing range for specific gravity, the midpoint and manufacturing range for residue by oven drying, and manufacturing range of pH. The submittal shall also include an infrared spectrophotometer trace no more than five years old.

For air-entraining admixtures according to Article 1021.02, the specific gravity allowable manufacturing range established by the manufacturer shall be according to AASHTO M 194. For residue by oven drying and pH, the allowable manufacturing range and test methods shall be according to AASHTO M 194.

For admixtures according to Articles 1021.03, 1021.04, 1021.05, 1021.06, 1021.07, and 1021.08, the pH allowable manufacturing range established by the manufacturer shall be according to ASTM E 70. For specific gravity and residue by oven drying, the allowable manufacturing range and test methods shall be according to AASHTO M 194.

All admixtures, except chloride-based accelerators, shall contain a maximum of 0.3 percent chloride by weight (mass) as determined by an appropriate test method. To verify the test result, the Department will use Illinois Modified AASHTO T 260, Procedure A, Method 1.

Prior to final approval of an admixture, the Engineer reserves the right to request a sample for testing. The test and reference concrete mixtures tested by the Engineer will contain a cement content of 5.65 cwt/cu yd (335 kg/cu m). For freeze-thaw testing, the Department will perform the test according to Illinois Modified AASHTO T 161. The flexural strength test will be performed according to AASHTO T 177. If the Engineer decides to test the admixture, the manufacturer shall submit AASHTO T 197 water content and set time test results on the standard cement used by the Department. The manufacturer may select their lab or an independent lab to perform this testing. The laboratory is not required to be accredited by AASHTO.

Random field samples may be taken by the Department to verify an admixture meets specification. A split sample will be provided to the manufacturer if requested. Admixtures that do not meet specification requirements or an allowable manufacturing range established by the manufacturer shall be replaced with new material."

Revise Article 1021.03 of the Standard Specifications to read:

"**1021.03 Retarding and Water-Reducing Admixtures.** The admixture shall be according to the following.

(a) Retarding admixtures shall be according to AASHTO M 194, Type B (retarding) or Type D (water-reducing and retarding).

(b) Water-reducing admixtures shall be according to AASHTO M 194, Type A.

(c) High range water-reducing admixtures shall be according to AASHTO M 194, Type F (high range water-reducing) or Type G (high range water-reducing and retarding)."

Revise Article 1021.05 of the Standard Specifications to read:

"**1021.05 Self-Consolidating Admixtures.** Self-consolidating admixture systems shall consist of either a high range water-reducing admixture only or a high range water-reducing admixture combined with a separate viscosity modifying admixture. The one or two component admixture system shall be capable of producing a concrete that can flow around reinforcement and consolidate under its own weight without additional effort and without segregation.

High range water-reducing admixtures shall be according to AASHTO M 194, Type F.

Viscosity modifying admixtures shall be according to AASHTO M 194, Type S (specific performance)."

Revise Article 1021.06 of the Standard Specifications to read:

"**1021.06 Rheology-Controlling Admixture.** Rheology-controlling admixtures shall be capable of producing a concrete mixture with a lower yield stress that will consolidate easier for slipform applications used by the Contractor. Rheology-controlling admixtures shall be according to AASHTO M 194, Type S (specific performance)."

Revise Article 1021.07 of the Standard Specifications to read:

"**1021.07 Corrosion Inhibitor.** The corrosion inhibitor shall be according to one of the following.

(a) Calcium Nitrite. Corrosion inhibitors shall contain a minimum 30 percent calcium nitrite by weight (mass) of solution and shall comply with either the requirements of AASHTO M 194, Type C (accelerating) or the requirements of ASTM C 1582. The corrosion inhibiting performance requirements of ASTM C 1582 shall not apply.

(b) Other Materials. The corrosion inhibitor shall be according to ASTM C 1582.

For submittals requiring testing according to ASTM M 194, Type C (accelerating), the admixture shall meet the requirements of the AASHTO Product Eval and Audit CADD testing program according to Article 1021.01.

For submittals requiring testing according to ASTM C 1582, a report prepared by an independent laboratory accredited by AASHTO re:source for portland cement concrete shall be provided. The report shall show the results of physical tests conducted no more than five years

prior to the time of submittal, according to applicable specifications. However, ASTM G 109 test information specified in ASTM C 1582 is not required to be from an independent accredited lab. All other information in ASTM C 1582 shall be from an independent accredited lab. Test data and other information required to be submitted to AASHTO Product Eval and Audit according to Article 1021.01, shall instead be submitted directly to the Department."

Add Article 1021.08 of the Standard Specifications as follows:

"**1021.08 Other Specific Performance Admixtures.** Other specific performance admixtures shall, at a minimum, be according to AASHTO M 194, Type S (specific performance). The Department also reserves the right to require other testing, as determined by the Engineer, to show evidence of specific performance characteristics.

Initial testing according to AASHTO M 194 may be conducted under the AASHTO Product Eval and Audit CADD testing program according to Article 1021.01, or by an independent laboratory accredited by AASHTO re:source for Portland Cement Concrete. In either case, test data and other information required to be submitted to AASHTO Product Eval and Audit according to Article 1021.01, shall also be submitted directly to the Department. The independent accredited lab report shall show the results of physical tests conducted no more than five years prior to the time of submittal, according to applicable specifications."

Revise Article 1024.01 of the Standard Specifications to read:

"**1024.01 Requirements for Grout.** The grout shall be proportioned by dry volume, thoroughly mixed, and shall have a minimum temperature of 50 °F (10 °C). Water shall not exceed the minimum needed for placement and finishing.

Materials for the grout shall be according to the following.

Item	Article/Section
(j) Cement	1001
(k) Water	1002
(l) Fine Aggregate	1003.02
(m) Fly Ash	1010
(n) Ground Granulated Blast Furnace (GGBF) Slag	1010
(o) Concrete Admixtures	1021"

Revise Note 1 of Article 1024.02 of the Standard Specifications to read:

"Note 1. Nonshrink grout shall be according to Illinois Modified ASTM C 1107.

The nonshrink grout shall have a water-soluble chloride ion content of less than 0.40 lb/cu yd (0.24 kg/cu m). The test shall be performed according to ASTM C 1218, and the grout shall have an age of 28 to 42 days at the time of test. The ASTM C 1218 test shall be performed by an independent lab a minimum of once every five years, and the test results shall be provided to the Department. Mixing of the nonshrink grout shall be according to the manufacturer's specifications. The Department will maintain a qualified product list."

Revise Article 1029.02 of the Standard Specifications to read:

"**1029.02 Materials.** Materials shall be according to the following.

Item	Article/Section
(h) Cement	1001
(i) Fly Ash	1010
(j) Ground Granulated Blast Furnace (GGBF) Slag	1010
(k) Water	1002
(l) Fine Aggregate	1003
(m) Concrete Admixtures	1021
(n) Foaming Agent (Note 1)	

Note 1. The manufacturer shall submit infrared spectrophotometer trace and test results indicating the foaming agent meets the requirements of ASTM C 869 in order to be on the Department's qualified product list. Submitted data/results shall not be more than five years old."

Revise the second paragraph of Article 1103.03(a)(4) the Standard Specifications to read:

"The dispenser system shall provide a visual indication that the liquid admixture is actually entering the batch, such as via a transparent or translucent section of tubing or by independent check with an integrated secondary metering device. If approved by the Engineer, an alternate indicator may be used for admixtures dosed at rates of 25 oz/cwt (1630 mL/100 kg) or greater, such as accelerating admixtures, corrosion inhibitors, and viscosity modifying admixtures."

Revise the first two sections of Check Sheet #11 of the Supplemental Specifications and Recurring Special Provisions to read:

"Description. This work shall consist of filling voids beneath rigid and composite pavements with cement grout.

Materials. Materials shall be according to the following Articles of Division 1000 - Materials of the Standard Specifications:

Item	Article/Section
(p) Cement	1001
(q) Water	1002
(r) Fly Ash	1010
(s) Ground Granulated Blast Furnace (GGBF) Slag	1010
(t) Admixtures	1021
(u) Packaged Rapid Hardening Mortar or Concrete	1018"

Revise the third paragraph of Materials Note 2 of Check Sheet #28 of the Supplemental Specifications and Recurring Special Provisions to read:

"The Department will maintain a qualified product list of synthetic fibers, which will include the minimum required dosage rate. For the minimum required fiber dosage rate based on the Illinois Modified ASTM C 1609 test, a report prepared by an independent laboratory accredited by AASHTO re:source for Portland Cement Concrete shall be provided. The

report shall show results of tests conducted no more than five years prior to the time of submittal."

80460

COMPENSABLE DELAY COSTS (BDE)

Effective: June 2, 2017
Revised: April 1, 2019

Revise Article 107.40(b) of the Standard Specifications to read:

" (b) Compensation. Compensation will not be allowed for delays, inconveniences, or damages sustained by the Contractor from conflicts with facilities not meeting the above definition; or if a conflict with a utility in an unanticipated location does not cause a shutdown of the work or a documentable reduction in the rate of progress exceeding the limits set herein. The provisions of Article 104.03 notwithstanding, compensation for delays caused by a utility in an unanticipated location will be paid according to the provisions of this Article governing minor and major delays or reduced rate of production which are defined as follows.

(1) Minor Delay. A minor delay occurs when the work in conflict with the utility in an unanticipated location is completely stopped for more than two hours, but not to exceed two weeks.

(2) Major Delay. A major delay occurs when the work in conflict with the utility in an unanticipated location is completely stopped for more than two weeks.

(3) Reduced Rate of Production Delay. A reduced rate of production delay occurs when the rate of production on the work in conflict with the utility in an unanticipated location decreases by more than 25 percent and lasts longer than seven calendar days."

Revise Article 107.40(c) of the Standard Specifications to read:

" (c) Payment. Payment for Minor, Major, and Reduced Rate of Production Delays will be made as follows.

(1) Minor Delay. Labor idled which cannot be used on other work will be paid for according to Article 109.04(b)(1) and (2) for the time between start of the delay and the minimum remaining hours in the work shift required by the prevailing practice in the area.

Equipment idled which cannot be used on other work, and which is authorized to standby on the project site by the Engineer, will be paid for according to Article 109.04(b)(4).

(2) Major Delay. Labor will be the same as for a minor delay.

Equipment will be the same as for a minor delay, except Contractor-owned equipment will be limited to two weeks plus the cost of move-out to either the Contractor's yard or another job and the cost to re-mobilize, whichever is less. Rental equipment may be paid for longer than two weeks provided the Contractor presents adequate support to

the Department (including lease agreement) to show retaining equipment on the job is the most economical course to follow and in the public interest.

(3) Reduced Rate of Production Delay. The Contractor will be compensated for the reduced productivity for labor and equipment time in excess of the 25 percent threshold for that portion of the delay in excess of seven calendar days. Determination of compensation will be in accordance with Article 104.02, except labor and material additives will not be permitted.

Payment for escalated material costs, escalated labor costs, extended project overhead, and extended traffic control will be determined according to Article 109.13."

Revise Article 108.04(b) of the Standard Specifications to read:

" (b) No working day will be charged under the following conditions.

(1) When adverse weather prevents work on the controlling item.

(2) When job conditions due to recent weather prevent work on the controlling item.

(3) When conduct or lack of conduct by the Department or its consultants, representatives, officers, agents, or employees; delay by the Department in making the site available; or delay in furnishing any items required to be furnished to the Contractor by the Department prevents work on the controlling item.

(4) When delays caused by utility or railroad adjustments prevent work on the controlling item.

(5) When strikes, lock-outs, extraordinary delays in transportation, or inability to procure critical materials prevent work on the controlling item, as long as these delays are not due to any fault of the Contractor.

(6) When any condition over which the Contractor has no control prevents work on the controlling item."

Revise Article 109.09(f) of the Standard Specifications to read:

" (f) Basis of Payment. After resolution of a claim in favor of the Contractor, any adjustment in time required for the work will be made according to Section 108. Any adjustment in the costs to be paid will be made for direct labor, direct materials, direct equipment, direct jobsite overhead, direct offsite overhead, and other direct costs allowed by the resolution. Adjustments in costs will not be made for interest charges, loss of anticipated profit, undocumented loss of efficiency, home office overhead and unabsorbed overhead other than as allowed by Article 109.13, lost opportunity, preparation of claim expenses and other consequential indirect costs regardless of method of calculation.

The above Basis of Payment is an essential element of the contract and the claim cost recovery of the Contractor shall be so limited."

Add the following to Section 109 of the Standard Specifications.

" **109.13 Payment for Contract Delay.** Compensation for escalated material costs, escalated labor costs, extended project overhead, and extended traffic control will be allowed when such costs result from a delay meeting the criteria in the following table.

Contract Type	Cause of Delay	Length of Delay
Working Days	Article 108.04(b)(3) or Article 108.04(b)(4)	No working days have been charged for two consecutive weeks.
Completion Date	Article 108.08(b)(1) or Article 108.08(b)(7)	The Contractor has been granted a minimum two week extension of contract time, according to Article 108.08.

Payment for each of the various costs will be according to the following.

(a) Escalated Material and/or Labor Costs. When the delay causes work, which would have otherwise been completed, to be done after material and/or labor costs have increased, such increases will be paid. Payment for escalated material costs will be limited to the increased costs substantiated by documentation furnished by the Contractor. Payment for escalated labor costs will be limited to those items in Article 109.04(b)(1) and (2), except the 35 percent and 10 percent additives will not be permitted.

(b) Extended Project Overhead. For the duration of the delay, payment for extended project overhead will be paid as follows.

(1) Direct Jobsite and Offsite Overhead. Payment for documented direct jobsite overhead and documented direct offsite overhead, including onsite supervisory and administrative personnel, will be allowed according to the following table.

Original Contract Amount	Supervisory and Administrative Personnel
Up to $5,000,000	One Project Superintendent
Over $ 5,000,000 - up to $25,000,000	One Project Manager, One Project Superintendent or Engineer, and One Clerk
Over $25,000,000 -	One Project Manager, One Project Superintendent,

up to $50,000,000	One Engineer, and One Clerk
Over $50,000,000	One Project Manager, Two Project Superintendents, One Engineer, and One Clerk

(2) Home Office and Unabsorbed Overhead. Payment for home office and unabsorbed overhead will be calculated as 8 percent of the total delay cost.

(c) Extended Traffic Control. Traffic control required for an extended period of time due to the delay will be paid for according to Article 109.04.

When an extended traffic control adjustment is paid under this provision, an adjusted unit price as provided for in Article 701.20(a) for increase or decrease in the value of work by more than ten percent will not be paid.

Upon payment for a contract delay under this provision, the Contractor shall assign subrogation rights to the Department for the Department's efforts of recovery from any other party for monies paid by the Department as a result of any claim under this provision. The Contractor shall fully cooperate with the Department in its efforts to recover from another party any money paid to the Contractor for delay damages under this provision."

80384

CONSTRUCTION AIR QUALITY – DIESEL RETROFIT (BDE)

Effective: June 1, 2010
Revised: January 1, 2025

The reduction of emissions of particulate matter (PM) for off-road equipment shall be accomplished by installing retrofit emission control devices. The term "equipment" refers to diesel fuel powered devices rated at 50 hp and above, to be used on the jobsite in excess of seven calendar days over the course of the construction period on the jobsite (including rental equipment).

Contractor and subcontractor diesel powered off-road equipment assigned to the contract shall be retrofitted according to the table below.

Horsepower Range	Model Year and Older
50-99	2003
100-299	2002
300-599	2000
600-749	2001
750 and up	2005

The retrofit emission control devices shall achieve a minimum PM emission reduction of 50 percent and shall be:

a) Included on the U.S. Environmental Protection Agency (USEPA) *Verified Retrofit Technology List* (https://www.epa.gov/verified-diesel-tech/verified-technologies-listclean-diesel), or verified by the California Air Resources Board (CARB) (http://www.arb.ca.gov/diesel/verdev/vt/cvt.htm); or

b) Retrofitted with a non-verified diesel retrofit emission control device if verified retrofit emission control devices are not available for equipment proposed to be used on the project, and if the Contractor has obtained a performance certification from the retrofit device manufacturer that the emission control device provides a minimum PM emission reduction of 50 percent.

Note: Large cranes (Crawler mounted cranes) which are responsible for critical lift operations are exempt from installing retrofit emission control devices if such devices adversely affect equipment operation.

Diesel powered off-road equipment with engine ratings of 50 hp and above, which are unable to be retrofitted with verified emission control devices or if performance certifications are not available which will achieve a minimum 50 percent PM reduction, may be granted a waiver by the Department if documentation is provided showing good faith efforts were made by the Contractor to retrofit the equipment.

Construction shall not proceed until the Contractor submits a certified list of the diesel-powered off-road equipment that will be used, and as necessary, retrofitted with emission control devices. The list(s) shall include (1) the equipment number, type, make, Contractor/rental company name; and (2) the emission control devices make, model, USEPA or CARB verification number, or performance

certification from the retrofit device manufacturer. Equipment reported as fitted with emissions control devices shall be made available to the Engineer for visual inspection of the device installation, prior to being used on the jobsite.

The Contractor shall submit an updated list of retrofitted off-road construction equipment as retrofitted equipment changes or comes on to the jobsite. The addition or deletion of any dieselpowered equipment shall be included on the updated list.

If any diesel-powered off-road equipment is found to be in non-compliance with any portion of this special provision, the Engineer will issue the Contractor a diesel retrofit deficiency deduction.

Any costs associated with retrofitting any diesel-powered off-road equipment with emission control devices shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed. The Contractor's compliance with this notice and any associated regulations shall not be grounds for a claim.

Diesel Retrofit Deficiency Deduction

When the Engineer determines that a diesel retrofit deficiency exists, a daily monetary deduction will be imposed for each calendar day or fraction thereof the deficiency continues to exist. The calendar day(s) will begin when the time period for correction is exceeded and end with the Engineer's written acceptance of the correction. The daily monetary deduction will be $1,000.00 for each deficiency identified.

The deficiency will be based on lack of diesel retrofit emissions control.

If a Contractor accumulates three diesel retrofit deficiency deductions for the same piece of equipment in a contract period, the Contractor will be shutdown until the deficiency is corrected. Such a shutdown will not be grounds for any extension of the contract time, waiver of penalties, or be grounds for any claim.

HOT-MIX ASPHALT (BDE)

Effective: January 1, 2024
Revised: January 1, 2025

Revise the first and second paragraphs of Articles 1030.06(c)(2) of the Standard Specifications to read:

"(2) Personnel. The Contractor shall provide a QC Manager who shall have overall responsibility and authority for quality control. This individual shall maintain active certification as a Hot-Mix Asphalt Level II technician.

In addition to the QC Manager, the Contractor shall provide sufficient personnel to perform the required visual inspections, sampling, testing, and documentation in a timely manner. Mix designs shall be developed by personnel with an active certification as a Hot-Mix Asphalt Level III technician. Technicians performing mix design testing and plant sampling/testing shall maintain active certification as a Hot-Mix Asphalt Level I technician. The Contractor may provide a technician trainee who has successfully completed the Department's "Hot-Mix Asphalt Trainee Course" to assist in the activities completed by a Hot-Mix Asphalt Level I technician for a period of one year after the course completion date. The Contractor may also provide a Gradation Technician who has successfully completed the Department's "Gradation Technician Course" to run gradation tests only under the supervision of a Hot-Mix Asphalt Level II Technician. The Contractor shall provide a Hot-Mix Asphalt Density Tester who has successfully completed the Department's "Nuclear Density Testing" course to run all nuclear density tests on the job site."

Revise the second paragraph of Articles 1030.07(a)(11) and 1030.08(a)(9) of the Standard Specifications to read:

"When establishing the target density, the HMA maximum theoretical specific gravity (G_{mm}) will be based on the running average of four available Department test results for that project. If less than four G_{mm} test results are available, an average of all available Department test results for that project will be used. The initial G_{mm} will be the last available Department test result from a QMP project. If there is no available Department test result from a QMP project, the Department mix design verification test result will be used as the initial G_{mm}."

Revise Article 1030.09(g)(2) of the Standard Specifications to read:

"(2) The Contractor shall complete split verification sample tests listed in the Limits of Precision table in Article 1030.09(h)(1)."

In the Supplemental Specifications, replace the revision for the end of the third paragraph of Article 1030.09(h)(2) with the following:

"When establishing the target density, the HMA maximum theoretical specific gravity (G_{mm}) will be the Department mix design verification test result."

Revise the tenth paragraph of Article 1030.10 of the Standard Specifications to read:

"Production is not required to stop after a test strip has been constructed."

80456

HOT-MIX ASPHALT – LONGITUDINAL JOINT SEALANT (BDE)

Effective: November 1, 2022
Revised: August 1, 2023

Add the following after the second sentence in the eighth paragraph of Article 406.06(h)(2) of the Standard Specifications:

"If rain is forecasted and traffic is to be on the LJS or if pickup/tracking of the LJS material is likely, the LJS shall be covered immediately following its application with FA 20 fine aggregate mechanically spread uniformly at a rate of 1.5 ± 0.5 lb/sq yd (0.75 ± 0.25 kg/sq m). Fine aggregate landing outside of the LJS shall be removed prior to application of tack coat."

Add the following after the first sentence in the ninth paragraph of Article 406.06(h)(2) of the Standard Specifications:

"LJS half-width shall be applied at a width of 9 ± 1 in. (225 ± 25 mm) in the immediate lane to be placed with the outside edge flush with the joint of the next HMA lift. The vertical face of any longitudinal joint remaining in place shall also be coated."

Add the following after the eleventh paragraph of Article 406.06(h)(2) of the Standard Specifications:

"LJS Half-Width Application Rate, lb/ft (kg/m) [1/]			
Lift Thickness, in. (mm)	Coarse Graded Mixture (IL-19.0, IL-19.0L, IL-9.5, IL-9.5L, IL-4.75)	Fine Graded Mixture (IL-9.5FG)	SMA Mixture (SMA-9.5, SMA-12.5)
¾ (19)	0.44 (0.66)		
1 (25)	0.58 (0.86)		
1 ¼ (32)	0.66 (0.98)	0.44 (0.66)	
1 ½ (38)	0.74 (1.10)	0.48 (0.71)	0.63 (0.94)
1 ¾ (44)	0.82 (1.22)	0.52 (0.77)	0.69 (1.03)
2 (50)	0.90 (1.34)	0.56 (0.83)	0.76 (1.13)
≥ 2 ¼ (60)	0.98 (1.46)		

1/ The application rate includes a surface demand for liquid. The thickness of the LJS may taper from the center of the application to a lesser thickness on the edge of the application, provided the correct width and application rate are maintained."

Revise the second paragraph of Article 406.13(b) of the Standard Specifications to read:

"Aggregate for covering tack, LJS, or FLS will not be measured for payment."

Add the following to the end of the second paragraph of Article 406.14 of the Standard Specifications:

“Longitudinal joint sealant (LJS) half-width will be paid for at the contract unit price per foot (meter) for LONGITUDINAL JOINT SEALANT, HALF-WIDTH.”

80446

ILLINOIS WORKS APPRENTICESHIP INITIATIVE – STATE FUNDED CONTRACTS (BDE)

Effective: June 2, 2021
Revised: April 2, 2024

Illinois Works Jobs Program Act (30 ILCS 559/20-1 et seq.). For contracts having an awarded contract value of $500,000 or more, the Contractor shall comply with the Illinois Works Apprenticeship Initiative (30 ILCS 559/20-20 to 20-25) and all applicable administrative rules. The goal of the Illinois Apprenticeship Works Initiative is that apprentices will perform either 10% of the total labor hours actually worked in each prevailing wage classification or 10% of the estimated labor hours in each prevailing wage classification, whichever is less. Of this goal, at least 50% of the labor hours of each prevailing wage classification performed by apprentices shall be performed by graduates of the Illinois Works Pre-Apprenticeship Program, the Illinois Climate Works Pre-Apprenticeship Program, or the Highway Construction Careers Training Program. The Contractor may seek from the Department of Commerce and Economic Opportunity (DCEO) a waiver or reduction of this goal in certain circumstances pursuant to 30 ILCS 559/20-20(b). The Contractor shall ensure compliance during the term of the contract and will be required to report on and certify its compliance. An apprentice use plan, apprentice hours, and a compliance certification shall be submitted to the Engineer on forms provided by the Department and/or DCEO.

PAVEMENT MARKING INSPECTION (BDE)

Effective: April 1, 2025

Revise the second sentence of the first paragraph of Article 780.13 of the Standard Specifications to read:

"In addition, thermoplastic, preformed plastic, epoxy, preformed thermoplastic, polyurea, and modified urethane pavement markings will be inspected following a winter performance period that extends from November 15 to April 1 of the next year."

80464

PERFORMANCE GRADED ASPHALT BINDER (BDE)

Effective: January 1, 2023

Revise Article 1032.05 of the Standard Specifications to read:

"**1032.05 Performance Graded Asphalt Binder.** These materials will be accepted according to the Bureau of Materials Policy Memorandum, "Performance Graded Asphalt Binder Qualification Procedure." The Department will maintain a qualified producer list. These materials shall be free from water and shall not foam when heated to any temperature below the actual flash point. Air blown asphalt, recycle engine oil bottoms (ReOB), and polyphosphoric acid (PPA) modification shall not be used.

When requested, producers shall provide the Engineer with viscosity/temperature relationships for the performance graded asphalt binders delivered and incorporated in the work.

(a) Performance Graded (PG) Asphalt Binder. The asphalt binder shall meet the requirements of AASHTO M 320, Table 1 "Standard Specification for Performance Graded Asphalt Binder" for the grade shown on the plans and the following.

Test	Parameter
Small Strain Parameter (AASHTO PP 113) BBR, ΔTc, 40 hrs PAV (40 hrs continuous or 2 PAV at 20 hrs)	-5 °C min.

(b) Modified Performance Graded (PG) Asphalt Binder. The asphalt binder shall meet the requirements of AASHTO M 320, Table 1 "Standard Specification for Performance Graded Asphalt Binder" for the grade shown on the plans.

Asphalt binder modification shall be performed at the source, as defined in the Bureau of Materials Policy Memorandum, "Performance Graded Asphalt Binder Qualification Procedure."

Modified asphalt binder shall be safe to handle at asphalt binder production and storage temperatures or HMA construction temperatures. Safety Data Sheets (SDS) shall be provided for all asphalt modifiers.

(1) Polymer Modification (SB/SBS or SBR). Elastomers shall be added to the base asphalt binder to achieve the specified performance grade and shall be either a styrene-butadiene diblock, triblock copolymer without oil extension, or a styrene-butadiene rubber. The polymer modified asphalt binder shall be smooth, homogeneous, and be according to the requirements shown in Table 1 or 2 for the grade shown on the plans.

Table 1 - Requirements for Styrene-Butadiene Copolymer (SB/SBS) Modified Asphalt Binders		
Test	Asphalt Grade SB/SBS PG 64-28 SB/SBS PG 70-22	Asphalt Grade SB/SBS PG 64-34 SB/SBS PG 70-28 SB/SBS PG 76-22 SB/SBS PG 76-28
Separation of Polymer ITP, "Separation of Polymer from Asphalt Binder" Difference in °F (°C) of the softening point between top and bottom portions	4 (2) max.	4 (2) max.
TESTS ON RESIDUE FROM ROLLING THIN FILM OVEN TEST (AASHTO T 240)		
Elastic Recovery ASTM D 6084, Procedure A, 77 °F (25 °C), 100 mm elongation, %	60 min.	70 min.

Table 2 - Requirements for Styrene-Butadiene Rubber (SBR) Modified Asphalt Binders		
Test	Asphalt Grade SBR PG 64-28 SBR PG 70-22	Asphalt Grade SB/SBS PG 64-34 SB/SBS PG 70-28 SBR PG 76-22 SBR PG 76-28
Separation of Polymer ITP, "Separation of Polymer from Asphalt Binder" Difference in °F (°C) of the softening point between top and bottom portions	4 (2) max.	4 (2) max.
Toughness ASTM D 5801, 77 °F (25 °C), 20 in./min. (500 mm/min.), in.-lbs (N-m)	110 (12.5) min.	110 (12.5) min.
Tenacity ASTM D 5801, 77 °F (25 °C), 20 in./min. (500 mm/min.), in.-lbs (N-m)	75 (8.5) min.	75 (8.5) min.
TESTS ON RESIDUE FROM ROLLING THIN FILM OVEN TEST (AASHTO T 240)		
Elastic Recovery ASTM D 6084, Procedure A, 77 °F (25 °C), 100 mm elongation, %	40 min.	50 min.

(2) Ground Tire Rubber (GTR) Modification. GTR modification is the addition of recycled ground tire rubber to liquid asphalt binder to achieve the specified performance grade. GTR shall be produced from processing automobile and/or truck tires by the ambient

grinding method or micronizing through a cryogenic process. GTR shall not exceed 1/16 in. (2 mm) in any dimension and shall not contain free metal particles, moisture that would cause foaming of the asphalt, or other foreign materials. A mineral powder (such as talc) meeting

the requirements of AASHTO M 17 may be added, up to a maximum of four percent by weight of GTR to reduce sticking and caking of the GTR particles. When tested in accordance with Illinois Modified AASHTO T 27 “Standard Method of Test for Sieve Analysis of Fine and Coarse Aggregates” or AASHTO PP 74 “Standard Practice for Determination of Size and Shape of Glass Beads Used in Traffic Markings by Means of Computerized Optical Method”, a 50 g sample of the GTR shall conform to the following gradation requirements.

Sieve Size	Percent Passing
No. 16 (1.18 mm)	100
No. 30 (600 µm)	95 ± 5
No. 50 (300 µm)	> 20

GTR modified asphalt binder shall be tested for rotational viscosity according to AASHTO T 316 using spindle S27. GTR modified asphalt binder shall be tested for original dynamic shear and RTFO dynamic shear according to AASHTO T 315 using a gap of 2 mm.

The GTR modified asphalt binder shall meet the requirements of Table 3.

Table 3 - Requirements for Ground Tire Rubber (GTR) Modified Asphalt Binders		
Test	Asphalt Grade GTR PG 64-28 GTR PG 70-22	Asphalt Grade GTR PG 76-22 GTR PG 76-28 GTR PG 70-28
TESTS ON RESIDUE FROM ROLLING THIN FILM OVEN TEST (AASHTO T 240)		
Elastic Recovery ASTM D 6084, Procedure A, 77 °F (25 °C), 100 mm elongation, %	60 min.	70 min.

(3) Softener Modification (SM). Softener modification is the addition of organic compounds, such as engineered flux, bio-oil blends, modified vegetable oils, glycol amines, and fatty acid derivatives, to the base asphalt binder to achieve the specified performance grade. Softeners shall be dissolved, dispersed, or reacted in the asphalt binder to enhance its performance and shall remain compatible with the asphalt binder with no separation. Softeners shall not be added to modified PG asphalt binder as defined in Articles 1032.05(b)(1) or 1032.05(b)(2).

An Attenuated Total Reflectance-Fourier Transform Infrared spectrum (ATR-FTIR) shall be collected for both the softening compound as well as the softener modified

asphalt binder at the dose intended for qualification. The ATR-FTIR spectra shall be collected on unaged softener modified binder, 20-hour Pressurized Aging Vessel (PAV) aged softener modified binder, and 40-hour PAV aged softener modified binder. The ATR-FTIR shall be collected in accordance with Illinois Test Procedure 601. The electronic files spectral files (in one of the following extensions or equivalent: *.SPA, *.SPG, *.IRD, *.IFG, *.CSV, *.SP, *.IRS, *.GAML, *.[0-9], *.IGM, *.ABS, *.DRT, *.SBM, *.RAS) shall be submitted to the Central Bureau of Materials.

Softener modified asphalt binders shall meet the requirements in Table 4.

Table 4 - Requirements for Softener Modified Asphalt Binders	
Test	Asphalt Grade SM PG 46-28 SM PG 46-34 SM PG 52-28 SM PG 52-34 SM PG 58-22 SM PG 58-28 SM PG 64-22
Small Strain Parameter (AASHTO PP 113) BBR, ΔTc, 40 hrs PAV (40 hrs continuous or 2 PAV at 20 hrs)	-5°C min.
Large Strain Parameter (Illinois Modified AASHTO T 391) DSR/LAS Fatigue Property, Δ|G*|peak τ, 40 hrs PAV (40 hrs continuous or 2 PAV at 20 hrs)	≥ 54 %

The following grades may be specified as tack coats.

Asphalt Grade	Use
PG 58-22, PG 58-28, PG 64-22	Tack Coat"

Revise Article 1031.06(c)(1) and 1031.06(c)(2) of the Standard Specifications to read:

"(1) RAP/RAS. When RAP is used alone or RAP is used in conjunction with RAS, the percentage of virgin ABR shall not exceed the amounts listed in the following table.

HMA Mixtures - RAP/RAS Maximum ABR % 1/ 2/			
Ndesign	Binder	Surface	Polymer Modified Binder or Surface 3/
30	30	30	10
50	25	15	10
70	15	10	10
90	10	10	10

1/ For Low ESAL HMA shoulder and stabilized subbase, the RAP/RAS ABR shall not exceed 50 percent of the mixture.

2/ When RAP/RAS ABR exceeds 20 percent, the high and low virgin asphalt binder grades shall each be reduced by one grade (i.e. 25 percent ABR would require a virgin asphalt binder grade of PG 64-22 to be reduced to a PG 58-28).

3/ The maximum ABR percentages for ground tire rubber (GTR) modified mixes shall be equivalent to the percentages specified for SBS/SBR polymer modified mixes.

(2) FRAP/RAS. When FRAP is used alone or FRAP is used in conjunction with RAS, the percentage of virgin asphalt binder replacement shall not exceed the amounts listed in the following table.

HMA Mixtures - FRAP/RAS Maximum ABR % 1/ 2/			
Ndesign	Binder	Surface	Polymer Modified Binder or Surface 3/
30	55	45	15
50	45	40	15
70	45	35	15
90	45	35	15
SMA	- -	- -	25
IL-4.75	- -	- -	35

1/ For Low ESAL HMA shoulder and stabilized subbase, the FRAP/RAS ABR shall not exceed 50 percent of the mixture.

2/ When FRAP/RAS ABR exceeds 20 percent for all mixes, the high and low virgin asphalt binder grades shall each be reduced by one grade (i.e. 25 percent ABR would require a virgin asphalt binder grade of PG 64-22 to be reduced to a PG 58-28).

3/ The maximum ABR percentages for GTR modified mixes shall be equivalent to the percentages specified for SBS/SBR polymer modified mixes."

Add the following to the end of Note 2 of Article 1030.03 of the Standard Specifications.

"A dedicated storage tank for the ground tire rubber (GTR) modified asphalt binder shall be provided. This tank shall be capable of providing continuous mechanical mixing throughout and/or recirculation of the asphalt binder to provide a uniform mixture. The tank shall be heated and capable of maintaining the temperature of the asphalt binder at 300 °F to 350 °F (149 °C to 177 °C). The asphalt binder metering systems of dryer drum plants shall be calibrated with the actual GTR modified asphalt binder material with an accuracy of ±0.40 percent."

80441

SUBMISSION OF PAYROLL RECORDS (BDE)

Effective: April 1, 2021
Revised: November 2, 2023

FEDERAL AID CONTRACTS. Revise the following section of Check Sheet #1 of the Recurring Special Provisions to read:

"STATEMENTS AND PAYROLLS

The payroll records shall include the worker's name, social security number, last known address, telephone number, email address, classification(s) of work actually performed, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof), daily and weekly number of hours actually worked in total, deductions made, and actual wages paid.

The Contractor and each subcontractor shall submit certified payroll records to the Department each week from the start to the completion of their respective work, except that full social security numbers, last known addresses, telephone numbers, and email addresses shall not be included on weekly submittals. Instead, the payrolls need only include an identification number for each employee (e.g., the last four digits of the employee's social security number). The submittals shall be made using LCPtracker Pro software. The software is web-based and can be accessed at https://lcptracker.com/. When there has been no activity during a work week, a payroll record shall still be submitted with the appropriate option ("No Work", "Suspended", or "Complete") selected."

STATE CONTRACTS. Revise Item 3 of Section IV of Check Sheet #5 of the Recurring Special Provisions to read:

"3. Submission of Payroll Records. The Contractor and each subcontractor shall, no later than the 15th day of each calendar month, file a certified payroll for the immediately preceding month to the Illinois Department of Labor (IDOL) through the Illinois Prevailing Wage Portal in compliance with the State Prevailing Wage Act (820 ILCS 130). The portal can be found on the IDOL website at https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/Prevailing-Wage-Portal.aspx. Payrolls shall be submitted in the format prescribed by the IDOL.

In addition to filing certified payroll(s) with the IDOL, the Contractor and each subcontractor shall certify and submit payroll records to the Department each week from the start to the completion of their respective work, except that full social security numbers shall not be included on weekly submittals. Instead, the payrolls shall include an identification number for each employee (e.g., the last four digits of the employee's social security number). In addition, starting and ending times of work each day may be omitted from the payroll records submitted. The submittals shall be made using LCPtracker Pro software. The software is web-based and can be accessed at https://lcptracker.com/.

When there has been no activity during a work week, a payroll record shall still be submitted with the appropriate option (“No Work”, “Suspended”, or “Complete”) selected.”

80437

VEHICLE AND EQUIPMENT WARNING LIGHTS (BDE)

Effective: November 1, 2021
Revised: November 1, 2022

Add the following paragraph after the first paragraph of Article 701.08 of the Standard Specifications:

"The Contractor shall equip all vehicles and equipment with high-intensity oscillating, rotating, or flashing, amber or amber-and-white, warning lights which are visible from all directions. In accordance with 625 ILCS 5/12-215, the lights may only be in operation while the vehicle or equipment is engaged in construction operations."

80439

WEEKLY DBE TRUCKING REPORTS (BDE)

Effective: June 2, 2012
Revised: January 2, 2025

The following applies to all Disadvantaged Business Enterprise (DBE) trucks on the project, whether they are utilized for DBE goal credit or not.

The Contractor shall notify the Engineer at least three days prior to DBE trucking activity.

The Contractor shall submit a weekly report of DBE trucks hired by the Contractor or subcontractors (i.e. not owned by the Contractor or subcontractors) to the Engineer on Department form “SBE 723” within ten business days following the reporting period. The reporting period shall be Sunday through Saturday for each week reportable trucking activities occur.

Any costs associated with providing weekly DBE trucking reports shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed.

WORK ZONE TRAFFIC CONTROL DEVICES (BDE)

Effective: March 2, 2020
Revised: January 1, 2025

Add the following to Article 701.03 of the Standard Specifications:

" (q) Temporary Sign Supports ..... 1106.02"

Revise the third paragraph of Article 701.14 of the Standard Specifications to read:

" For temporary sign supports, the Contractor shall provide a FHWA eligibility letter for each device used on the contract. The letter shall provide information for the set-up and use of the device as well as a detailed drawing of the device. The signs shall be supported within 20 degrees of vertical. Weights used to stabilize signs shall be attached to the sign support per the manufacturer's specifications."

Revise the first paragraph of Article 701.15 of the Standard Specifications to read:

" **701.15 Traffic Control Devices.** For devices that must meet crashworthiness standards, the Contractor shall provide a manufacturer's self-certification or a FHWA eligibility letter for each Category 1 device and a FHWA eligibility letter for each Category 2 and Category 3 device used on the contract. The self-certification or letter shall provide information for the set-up and use of the device as well as a detailed drawing of the device."

Revise the first six paragraphs of Article 1106.02 of the Standard Specifications to read:

" **1106.02 Devices.** Work zone traffic control devices and combinations of devices shall meet crashworthiness standards for their respective categories. The categories are as follows.

Category 1 includes small, lightweight, channelizing and delineating devices that have been in common use for many years and are known to be crashworthy by crash testing of similar devices or years of demonstrable safe performance. These include cones, tubular markers, plastic drums, and delineators, with no attachments (e.g. lights). Category 1 devices shall be MASH compliant.

Category 2 includes devices that are not expected to produce significant vehicular velocity change but may otherwise be hazardous. These include vertical panels with lights, barricades, temporary sign supports, and Category 1 devices with attachments (e.g. drums with lights). Category 2 devices shall be MASH compliant.

Category 3 includes devices that are expected to cause significant velocity changes or other potentially harmful reactions to impacting vehicles. These include crash cushions (impact attenuators), truck mounted attenuators, and other devices not meeting the definitions of Category 1 or 2. Category 3 devices manufactured after December 31, 2019 shall be MASH compliant. Category 3 devices manufactured on or before December 31, 2019, and compliant with NCHRP 350, may be used on contracts let before December 31, 2029. Category 3 devices shall be crash tested for Test Level 3 or the test level specified.

Category 4 includes portable or trailer-mounted devices such as sign supports, speed feedback displays, arrow boards, changeable message signs, temporary traffic signals, and area lighting supports. It is preferable for Category 4 devices manufactured after December 31, 2019 to be MASH-16 compliant; however, there are currently no crash tested devices in this category, so it remains exempt from the NCHRP 350 or MASH compliance requirement.

For each type of device, when no more than one MASH compliant is available, an NCHRP 350 compliant device may be used, even if manufactured after December 31, 2019."

Revise Articles 1106.02(g), 1106.02(k), and 1106.02(l) to read:

" (g) Truck Mounted/Trailer Mounted Attenuators. The attenuator shall be approved for use at Test Level 3. Test Level 2 may be used for normal posted speeds less than or equal to 45 mph.

(k) Temporary Water Filled Barrier. The water filled barrier shall be a lightweight plastic shell designed to accept water ballast and be on the Department's qualified product list.

Shop drawings shall be furnished by the manufacturer and shall indicate the deflection of the barrier as determined by acceptance testing; the configuration of the barrier in that test; and the vehicle weight, velocity, and angle of impact of the deflection test. The Engineer shall be provided one copy of the shop drawings.

(l) Movable Traffic Barrier. The movable traffic barrier shall be on the Department's qualified product list.

Shop drawings shall be furnished by the manufacturer and shall indicate the deflection of the barrier as determined by acceptance testing; the configuration of the barrier in that test; and the vehicle weight, velocity, and angle of impact of the deflection test. The Engineer shall be provided one copy of the shop drawings. The barrier shall be capable of being moved on and off the roadway on a daily basis."

2026 Street Repair Program City of Highland Park			All Streets		ST JOHNS AVE (LINCOLN AVE W TO WADE AVE) CURB R&R		BERKELEY RD (EAST END TO MCCREN RD) CURB R&R		BLOOM ST (OAK ST TO ST JOHNS AVE)		HOLLY RD (RIDGE RD TO PARK AVE W)
ITEM	ITEM DESCRIPTION	UNIT	Quantity		Quantity		Quantity		Quantity		Quantity
21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	867.64		293.80		9.60		23.64		
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	33,034.38		2051.46		305.02		1458.2		1530.00
40600370	LONGITUDINAL JOINT SEALANT	FOOT	15,297.00		1566.00		202.00		1330		1700.00
40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	414.08		36.10		24.00		130.6666667		46.00
40603200	POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75,	TON	1,150.57		196.60		0.00				0.00
40604060	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50	TON	4,562.53		393.20		58.46		279.4883333		293.25
42001300	PROTECTIVE COAT	SQ YD	1,062.50		325.33		7.17		29.55555556		0.00
42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 I	SQ YD	140.50		0.00		0.00		0		0.00
42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	3,966.00		1425.00		0.00		266		0.00
42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SQ FT	900.00		375.00		0.00				0.00
44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"	SQ YD	7,318.26		0.00		677.82		3240.44		3400.00
44000158	HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"	SQ YD	4,558.80		4558.80		0.00				0.00
44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	407.00		147.60		16.00				0.00
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	40.40		0.00		40.40				
44000600	SIDEWALK REMOVAL	SQ FT	4,600.00		1800.00		0.00				0.00
44201729	CLASS D PATCHES, TYPE II, 7 INCH	SQ YD	1,754.78		165.67		38.22				170.00
44201733	CLASS D PATCHES, TYPE III, 7 INCH	SQ YD	1,399.33		237.78		0.00				170
44201735	CLASS D PATCHES, TYPE IV, 7 INCH	SQ YD	1,687.22		274.67		29.56				170
60250200	CATCH BASINS TO BE ADJUSTED	EACH	1.00		0.00						
60255500	MANHOLES TO BE ADJUSTED	EACH	22.00		4.00		0.00				7.00
60260100	INLETS TO BE ADJUSTED	EACH	10.00		8.00		0.00				1.00
60265700	VALVE VAULTS TO BE ADJUSTED	EACH	1.00		0.00						
60266600	VALVE BOXES TO BE ADJUSTED	EACH	1.00		1.00						
70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1.00		0.08		0.08		0.08		0.08

2026 Street Repair Program City of Highland Park			All Streets		ST JOHNS AVE (LINCOLN AVE W TO WADE AVE) CURB R&R		BERKELEY RD (EAST END TO MCCREN RD) CURB R&R		BLOOM ST (OAK ST TO ST JOHNS AVE)		HOLLY RD (RIDGE RD TO PARK AVE W)
ITEM	**ITEM DESCRIPTION**	**UNIT**	**Quantity**		**Quantity**		**Quantity**		**Quantity**		**Quantity**
70102635	TRAFFIC CONTROL AND PROTECTION, STANDARD 701701	L SUM	1.00		0.08		0.08		0.08		0.08
70102640	TRAFFIC CONTROL AND PROTECTION, STANDARD 701801	L SUM	1.00		0.08		0.08		0.08		0.08
78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYM	SQ FT	120.00		120.00						
78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	1,537.00		507.00		0.00				40.00
78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	195.00		0.00		0.00				0.00
78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	624.00		0.00		0.00				0.00
78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	224.00		12.00		15.00				10.00
X0327301	RELOCATE EXISTING MAILBOX	EACH	35.00		0.00		1.00				0.00
X4021000	TEMPORARY ACCESS (PRIVATE ENTRANCE)	EACH	43.00		27.00		1.00				0.00
X4022000	TEMPORARY ACCESS (COMMERCIAL ENTRANCE)	EACH	1.00		0.00		1.00				0.00
X4240800	DETECTABLE WARNINGS (SPECIAL)	SQ FT	110.00		10.00		0.00				0.00
X4400100	PORTLAND CEMENT CONCRETE SURFACE REMOVAL (VARIA	SQ YD	16,590.86		0.00		0.00				0.00
X4405030	LONGITUDINAL PARTIAL DEPTH REMOVAL 3"	FOOT	7,759.00		0.00						
X4420900	LONGITUDINAL PARTIAL DEPTH PATCHING	TON	594.86		0.00						
Z0004510	HOT-MIX ASPHALT DRIVEWAY PAVEMENT, 3"	SQ YD	316.50		147.60		16.00				50.00
Z0062000	SAW CUTTING, 3 IN. DEPTH	FOOT	6,152.00		0.00						
HP-001	DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS	EACH	9.00		2.00		0.00				0.00
HP-002	PRE CONSTRUCTION VIDEO RECORDING	L SUM	1.00		0.08		0.08		0.08		0.08
HP-018	BRICK PAVER REMOVAL AND REINSTALLATION	SQ FT	328.00		182.00		0.00				0.00
HP-021	SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE	EACH	80.00		5.00		1.00				0.00
HP-022	FLAGSTONE REMOVAL AND REINSTALLATION	SQ FT	100.00		100.00						
HP-040	COBBLESTONE REMOVAL AND REINSTALLATION	SQ FT	100.00		100.00						
HP-250-01	SEEDING, CLASS 1 (SPECIAL)	SQ YD	844.00		293.80		9.60				
HP-251-01	EROSION CONTROL BLANKET (SPECIAL)	SQ YD	844.00		293.80		9.60				

2026 Street Repair Program City of Highland Park			All Streets		ST JOHNS AVE (LINCOLN AVE W TO WADE AVE) CURB R&R		BERKELEY RD (EAST END TO MCCREN RD) CURB R&R		BLOOM ST (OAK ST TO ST JOHNS AVE)		HOLLY RD (RIDGE RD TO PARK AVE W)
ITEM	ITEM DESCRIPTION	UNIT	Quantity		Quantity		Quantity		Quantity		Quantity
HP-252-02	SUPPLEMENTAL WATERING	EACH	1.00		0.00						
HP-280-01	DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEA	EACH	57.00		10.00		2.00				0.00
HP-562-04	DOMESTIC METER VAULT TO BE ADJUSTED	EACH	2.00		0.00						
HP-606-05	INTERMITTENT CURB & GUTTER REMOVAL AND REPLACEM	FOOT	2,308.00		752.00		43.00				0.00
HP-701-01	CHANGEABLE MESSAGE SIGN – CITY OF HIGHLAND PARK	CAL DA	93.00		30.00		0.00				0.00
HP-701-05	PUBLIC INFORMATION SIGNS USAGE	L SUM	1.00		0.08		0.08		0.08		0.08
HP-886-01	DETECTOR LOOP REPLACEMENT - HIGHLAND PARK	FOOT	230.00		0.00		0.00				0.00

2026 Street Repair Program City of Highland Park			All Streets		HASTINGS AVE (MARION AVE TO COUNTY LINE RD)		LYNN TER (NORTH AVE TO TRAIL WAY)		MELVIN DR (HASTINGS AVE TO MARQUETTE RD)		OAKWOOD AVE (WALNUT ST TO GREEN BAY RD)
ITEM	ITEM DESCRIPTION	UNIT	Quantity		Quantity		Quantity		Quantity		Quantity
21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	867.64		62.20		103.60		7.30		251.80
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	33,034.38		1656.20		3459.78		1552.20		5622.64
40600370	LONGITUDINAL JOINT SEALANT	FOOT	15,297.00		637.00		1341.00		597.00		2098.00
40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	414.08		26.22		26.22		26.22		26.22
40603200	POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75,	TON	1,150.57		56.98		119.95		53.40		187.65
40604060	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50	TON	4,562.53		211.63		442.08		198.34		718.45
42001300	PROTECTIVE COAT	SQ YD	1,062.50		51.11		81.00		5.50		417.10
42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 I	SQ YD	140.50		0.00		0.00		0.00		81.60
42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	3,966.00		75.00		75.00		0.00		2050.00
42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SQ FT	900.00		25.00		0.00		0.00		500.00
44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"	SQ YD	7,318.26								
44000158	HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"	SQ YD	4,558.80		0.00		0.00		0.00		0.00
44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	407.00		70.50		27.30		0.00		86.70
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	40.40		0.00		0.00		0.00		0.00
44000600	SIDEWALK REMOVAL	SQ FT	4,600.00		100.00		75.00		0.00		2550.00
44201729	CLASS D PATCHES, TYPE II, 7 INCH	SQ YD	1,754.78		151.11		263.67		0.00		191.00
44201733	CLASS D PATCHES, TYPE III, 7 INCH	SQ YD	1,399.33		56.22		164.78		0.00		37.22
44201735	CLASS D PATCHES, TYPE IV, 7 INCH	SQ YD	1,687.22		117.33		252.89		0.00		35.00
60250200	CATCH BASINS TO BE ADJUSTED	EACH	1.00								1.00
60255500	MANHOLES TO BE ADJUSTED	EACH	22.00		4.00		1.00		1.00		2.00
60260100	INLETS TO BE ADJUSTED	EACH	10.00				0.00		0.00		1.00
60265700	VALVE VAULTS TO BE ADJUSTED	EACH	1.00				0.00		0.00		1.00
60266600	VALVE BOXES TO BE ADJUSTED	EACH	1.00								
70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1.00		0.08		0.08		0.08		0.08

2026 Street Repair Program City of Highland Park			All Streets		HASTINGS AVE (MARION AVE TO COUNTY LINE RD)		LYNN TER (NORTH AVE TO TRAIL WAY)		MELVIN DR (HASTINGS AVE TO MARQUETTE RD)		OAKWOOD AVE (WALNUT ST TO GREEN BAY RD)
ITEM	ITEM DESCRIPTION	UNIT	Quantity		Quantity		Quantity		Quantity		Quantity
70102635	TRAFFIC CONTROL AND PROTECTION, STANDARD 701701	L SUM	1.00		0.08		0.08		0.08		0.08
70102640	TRAFFIC CONTROL AND PROTECTION, STANDARD 701801	L SUM	1.00		0.08		0.08		0.08		0.08
78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYM	SQ FT	120.00								
78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	1,537.00								990.00
78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	195.00								
78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	624.00		0.00		0.00		0.00		228.00
78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	224.00		0.00		0.00		0.00		50.00
X0327301	RELOCATE EXISTING MAILBOX	EACH	35.00				29.00				
X4021000	TEMPORARY ACCESS (PRIVATE ENTRANCE)	EACH	43.00		7.00		5.00		0.00		3.00
X4022000	TEMPORARY ACCESS (COMMERCIAL ENTRANCE)	EACH	1.00		0.00		0.00		0.00		0.00
X4240800	DETECTABLE WARNINGS (SPECIAL)	SQ FT	110.00		20.00		0.00		0.00		50.00
X4400100	PORTLAND CEMENT CONCRETE SURFACE REMOVAL (VARIA	SQ YD	16,590.86		990.89		2086.00		928.67		3263.56
X4405030	LONGITUDINAL PARTIAL DEPTH REMOVAL 3"	FOOT	7,759.00		637.00		1341.00		597.00		2098.00
X4420900	LONGITUDINAL PARTIAL DEPTH PATCHING	TON	594.86		48.84		102.81		45.77		160.85
Z0004510	HOT-MIX ASPHALT DRIVEWAY PAVEMENT, 3"	SQ YD	316.50		70.50		27.30		0.00		5.10
Z0062000	SAW CUTTING, 3 IN. DEPTH	FOOT	6,152.00								
HP-001	DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS	EACH	9.00		1.00		2.00		0.00		2.00
HP-002	PRE CONSTRUCTION VIDEO RECORDING	L SUM	1.00		0.08		0.08		0.08		0.08
HP-018	BRICK PAVER REMOVAL AND REINSTALLATION	SQ FT	328.00		18.00		40.00		0.00		88.00
HP-021	SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE	EACH	80.00		3.00		5.00		0.00		5.00
HP-022	FLAGSTONE REMOVAL AND REINSTALLATION	SQ FT	100.00								
HP-040	COBBLESTONE REMOVAL AND REINSTALLATION	SQ FT	100.00								
HP-250-01	SEEDING, CLASS 1 (SPECIAL)	SQ YD	844.00		62.20		103.60		7.30		251.80
HP-251-01	EROSION CONTROL BLANKET (SPECIAL)	SQ YD	844.00		62.20		103.60		7.30		251.80

2026 Street Repair Program City of Highland Park			All Streets		HASTINGS AVE (MARION AVE TO COUNTY LINE RD)		LYNN TER (NORTH AVE TO TRAIL WAY)		MELVIN DR (HASTINGS AVE TO MARQUETTE RD)		OAKWOOD AVE (WALNUT ST TO GREEN BAY RD)
ITEM	ITEM DESCRIPTION	UNIT	Quantity		Quantity		Quantity		Quantity		Quantity
HP-252-02	SUPPLEMENTAL WATERING	EACH	1.00								
HP-280-01	DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEA	EACH	57.00		5.00		9.00		4.00		19.00
HP-562-04	DOMESTIC METER VAULT TO BE ADJUSTED	EACH	2.00				2.00				0.00
HP-606-05	INTERMITTENT CURB & GUTTER REMOVAL AND REPLACEM	FOOT	2,308.00		240.00		436.00		33.00		313.00
HP-701-01	CHANGEABLE MESSAGE SIGN – CITY OF HIGHLAND PARK	CAL DA	93.00		0.00		21.00		0.00		21.00
HP-701-05	PUBLIC INFORMATION SIGNS USAGE	L SUM	1.00		0.08		0.08		0.08		0.08
HP-886-01	DETECTOR LOOP REPLACEMENT - HIGHLAND PARK	FOOT	230.00		0.00		0.00		0.00		230.00

2026 Street Repair Program City of Highland Park			All Streets		SAXONY DR (CROFTON AVE N TO THAKERAY)		RED OAK TER (RED OAK LN TO RED OAK LN)		DRYDEN LN (CHAUCER LN TO CARLYLE TER)		THACKERAY DR (GREEN BAY RD TO CARLYLE TER)
ITEM	ITEM DESCRIPTION	UNIT	Quantity		Quantity		Quantity		Quantity		Quantity
21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	867.64		111.30		4.40				
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	33,034.38		7680.88		594.00		2288.00		4836.00
40600370	LONGITUDINAL JOINT SEALANT	FOOT	15,297.00		2866.00		220.00		880.00		1860.00
40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	414.08		26.22		0.00		23.10		23.10
40603200	POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75,	TON	1,150.57		256.35		34.57		78.71		166.37
40604060	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50	TON	4,562.53		981.45		75.90		292.36		617.93
42001300	PROTECTIVE COAT	SQ YD	1,062.50		145.73		0.00				
42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 I	SQ YD	140.50		58.90		0.00				
42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	3,966.00		75.00		0.00				
42400300	PORTLAND CEMENT CONCRETE SIDEWALK 6 INCH	SQ FT	900.00		0.00		0.00				
44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"	SQ YD	7,318.26				0.00				
44000158	HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"	SQ YD	4,558.80		0.00		0.00				
44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	407.00		58.90		0.00				
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	40.40		0.00		0.00				
44000600	SIDEWALK REMOVAL	SQ FT	4,600.00		75.00		0.00				
44201729	CLASS D PATCHES, TYPE II, 7 INCH	SQ YD	1,754.78		673.56		101.56				
44201733	CLASS D PATCHES, TYPE III, 7 INCH	SQ YD	1,399.33		715.56		17.78				
44201735	CLASS D PATCHES, TYPE IV, 7 INCH	SQ YD	1,687.22		807.78		0.00				
60250200	CATCH BASINS TO BE ADJUSTED	EACH	1.00				0.00				
60255500	MANHOLES TO BE ADJUSTED	EACH	22.00		1.00		0.00		1.00		1.00
60260100	INLETS TO BE ADJUSTED	EACH	10.00				0.00				
60265700	VALVE VAULTS TO BE ADJUSTED	EACH	1.00				0.00				
60266600	VALVE BOXES TO BE ADJUSTED	EACH	1.00				0.00				
70102620	TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1.00		0.08		0.08		0.08		0.12

2026 Street Repair Program City of Highland Park			All Streets		SAXONY DR (CROFTON AVE N TO THAKERAY)		RED OAK TER (RED OAK LN TO RED OAK LN)		DRYDEN LN (CHAUCER LN TO CARLYLE TER)		THACKERAY DR (GREEN BAY RD TO CARLYLE TER)
ITEM	ITEM DESCRIPTION	UNIT	Quantity		Quantity		Quantity		Quantity		Quantity
70102635	TRAFFIC CONTROL AND PROTECTION, STANDARD 701701	L SUM	1.00		0.08		0.08		0.08		0.12
70102640	TRAFFIC CONTROL AND PROTECTION, STANDARD 701801	L SUM	1.00		0.08		0.08		0.08		0.12
78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYM	SQ FT	120.00				0.00				
78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	1,537.00				0.00				
78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	195.00		65.00		0.00		65.00		65.00
78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	624.00		132.00		0.00		132.00		132.00
78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	224.00		40.00		17.00		40.00		40.00
X0327301	RELOCATE EXISTING MAILBOX	EACH	35.00				5.00				
X4021000	TEMPORARY ACCESS (PRIVATE ENTRANCE)	EACH	43.00		0.00		0.00		0.00		0.00
X4022000	TEMPORARY ACCESS (COMMERCIAL ENTRANCE)	EACH	1.00		0.00		0.00		0.00		0.00
X4240800	DETECTABLE WARNINGS (SPECIAL)	SQ FT	110.00		30.00		0.00				
X4400100	PORTLAND CEMENT CONCRETE SURFACE REMOVAL (VARIA	SQ YD	16,590.86		4458.22		601.30		1368.89		2893.33
X4405030	LONGITUDINAL PARTIAL DEPTH REMOVAL 3"	FOOT	7,759.00		2866.00		220.00				
X4420900	LONGITUDINAL PARTIAL DEPTH PATCHING	TON	594.86		219.73		16.87		0.00		0.00
Z0004510	HOT-MIX ASPHALT DRIVEWAY PAVEMENT, 3"	SQ YD	316.50		0.00		0.00				
Z0062000	SAW CUTTING, 3 IN. DEPTH	FOOT	6,152.00		5732.00		420.00				
HP-001	DRIVEWAY ACCESS, SPECIAL MOBILITY NEEDS	EACH	9.00		2.00		0.00				
HP-002	PRE CONSTRUCTION VIDEO RECORDING	L SUM	1.00		0.08		0.08		0.08		0.12
HP-018	BRICK PAVER REMOVAL AND REINSTALLATION	SQ FT	328.00		0.00		0.00				
HP-021	SPRINKLER/IRRIGATION SYSTEM REPAIR - COMPLETE	EACH	80.00		2.00		0.00		59.00		0.00
HP-022	FLAGSTONE REMOVAL AND REINSTALLATION	SQ FT	100.00				0.00				
HP-040	COBBLESTONE REMOVAL AND REINSTALLATION	SQ FT	100.00				0.00				
HP-250-01	SEEDING, CLASS 1 (SPECIAL)	SQ YD	844.00		111.30		4.40		0.00		0.00
HP-251-01	EROSION CONTROL BLANKET (SPECIAL)	SQ YD	844.00		111.30		4.40		0.00		0.00

2026 Street Repair Program City of Highland Park			All Streets		SAXONY DR (CROFTON AVE N TO THAKERAY)		RED OAK TER (RED OAK LN TO RED OAK LN)		DRYDEN LN (CHAUCER LN TO CARLYLE TER)		THACKERAY DR (GREEN BAY RD TO CARLYLE TER)
ITEM	**ITEM DESCRIPTION**	**UNIT**	**Quantity**		**Quantity**		**Quantity**		**Quantity**		**Quantity**
HP-252-02	SUPPLEMENTAL WATERING	EACH	1.00				1.00				
HP-280-01	DRAINAGE STRUCTURE INLET FILTER & INLET FILTER CLEA	EACH	57.00		7.00		1.00				
HP-562-04	DOMESTIC METER VAULT TO BE ADJUSTED	EACH	2.00		0.00		0.00				
HP-606-05	INTERMITTENT CURB & GUTTER REMOVAL AND REPLACEM	FOOT	2,308.00		471.00		20.00				
HP-701-01	CHANGEABLE MESSAGE SIGN – CITY OF HIGHLAND PARK	CAL DA	93.00		21.00		0.00				
HP-701-05	PUBLIC INFORMATION SIGNS USAGE	L SUM	1.00		0.08		0.08		0.08		0.12
HP-886-01	DETECTOR LOOP REPLACEMENT - HIGHLAND PARK	FOOT	230.00		0.00		0.00				

ATTACHMENT C

LIST OF DRAWINGS

City of Highland Park
2026 Street Repair Program
Street Listing Table

	Street	From	To	FEET LENGTH	FEET WIDTH	MILLING INCHES	BINDER INCHES	SURFACE INCHES	C&G R&R	C&G R&R Qty FT
2.25" Resurface	ST JOHNS AVE	LINCOLN AVE W	WADE AVE	1566	28	2.25	0.75	1.5	Y	752
1.5" Resurface	BERKELEY RD	MCCRAREN RD	EAST END	202	30	1.50	N	1.5	Y	43
	BLOOM ST	OAK ST	ST JOHNS AVE	1330	21	1.50	N	1.5	N	N
	HOLLY RD	RIDGE RD	PARK AVE W	1700	18	1.50	N	1.5	N	N
Conversion	HASTINGS AVE	MARION AVE	COUNTY LINE RD	637	28	VD	N	2.0	Y	240
	LYNN TER	NORTH AVE	TRAIL WAY	1341	28	VD	N	2.0	Y	436
	MELVIN DR	HASTINGS AVE	MARQUETTE RD	597	28	VD	N	2.0	Y	33
	OAKWOOD AVE	WALNUT ST	GREEN BAY RD	2099	27	VD	N	2.0	Y	313
	SAXONY DR	CROFTON AVE N	THACKERAY DR	2866	27	VD	N	2.0	Y	471
	RED OAK TER	RED OAK LN	RED OAK LN	220	27	VD	N	2.0	Y	20
	DRYDEN LN	CHAUCER LN	CARLYLE TER	880	28	VD	N	2.0	Y	N
	THACKERAY DR	GREEN BAY RD	CHAUCER LN	1860	28	VD	N	2.0	Y	N

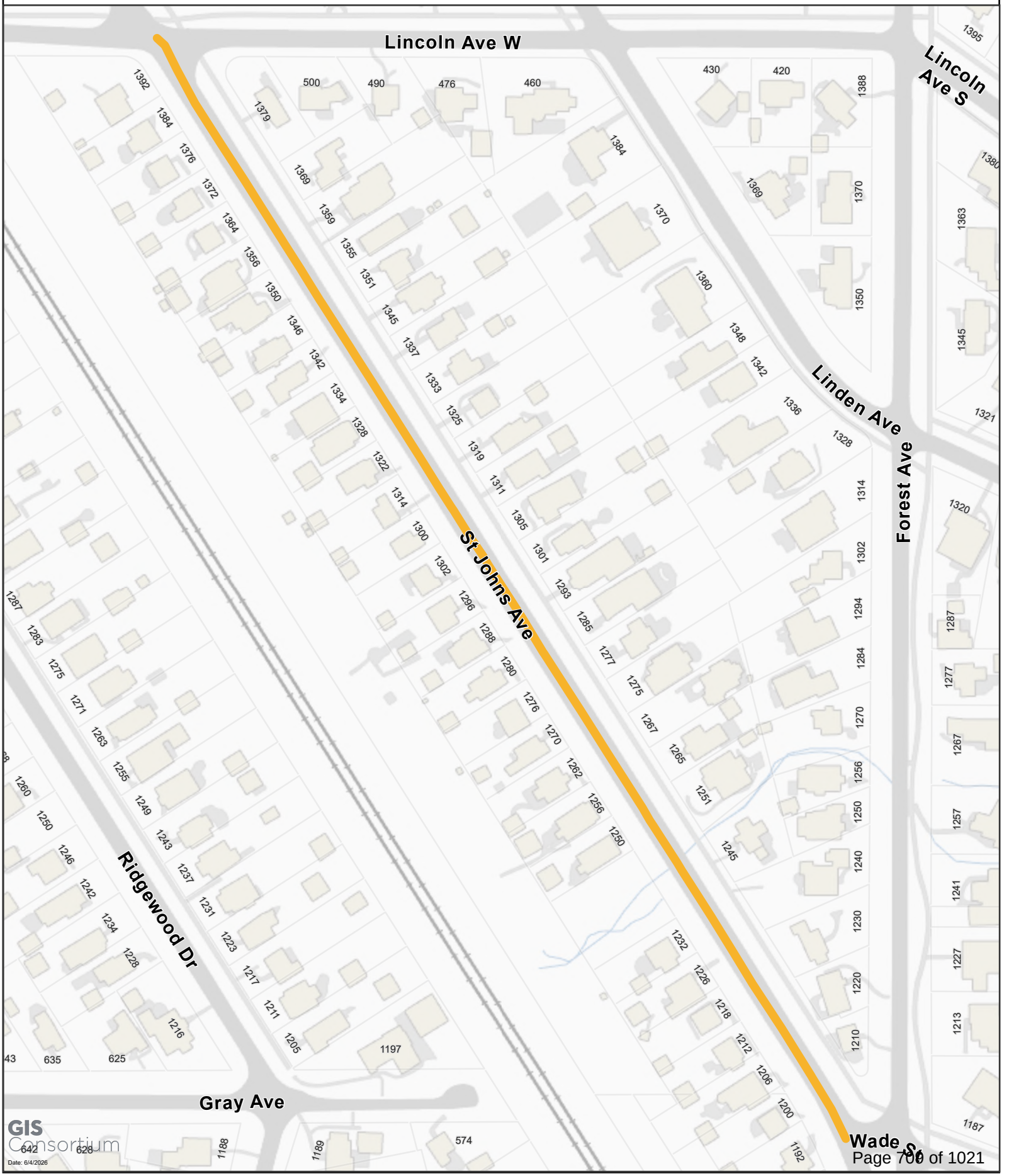
NOTES

1. MILLING SHALL BE PAID FOR AS NOTED BELOW.
   HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"
   HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"
2. IF MILLING DEPTH EXPOSES PCC BASE, **DO NOT MILL THE PCC BASE.**
3. SURFACE SHALL BE PAID FOR AS **HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50.**
4. BINDER SHALL BE PAID FOR AS **POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75, N50.**
5. SCABBING ADJUSTMENT IS A PRECENTAGE ADDITION TO COMPENSATE FOR ANTICIPATED SCABBING AFTER MILLING.
6. THE SURFACE QUANTITIES SHOWN ARE ONLY FOR THE ROADWAY AND DO NOT INCLUDE DRIVEWAYS.
7. CURB & GUTTER R&R SHALL BE PAID FOR AS NOTED BELOW. SEE DETAIL HP-606-05.
   INTERMITTENT CURB & GUTTER REMOVAL AND REPLACEMENT

2026 Street Repair Program

ST JOHNS AVE FROM WADE ST TO LINCOLN AVE W

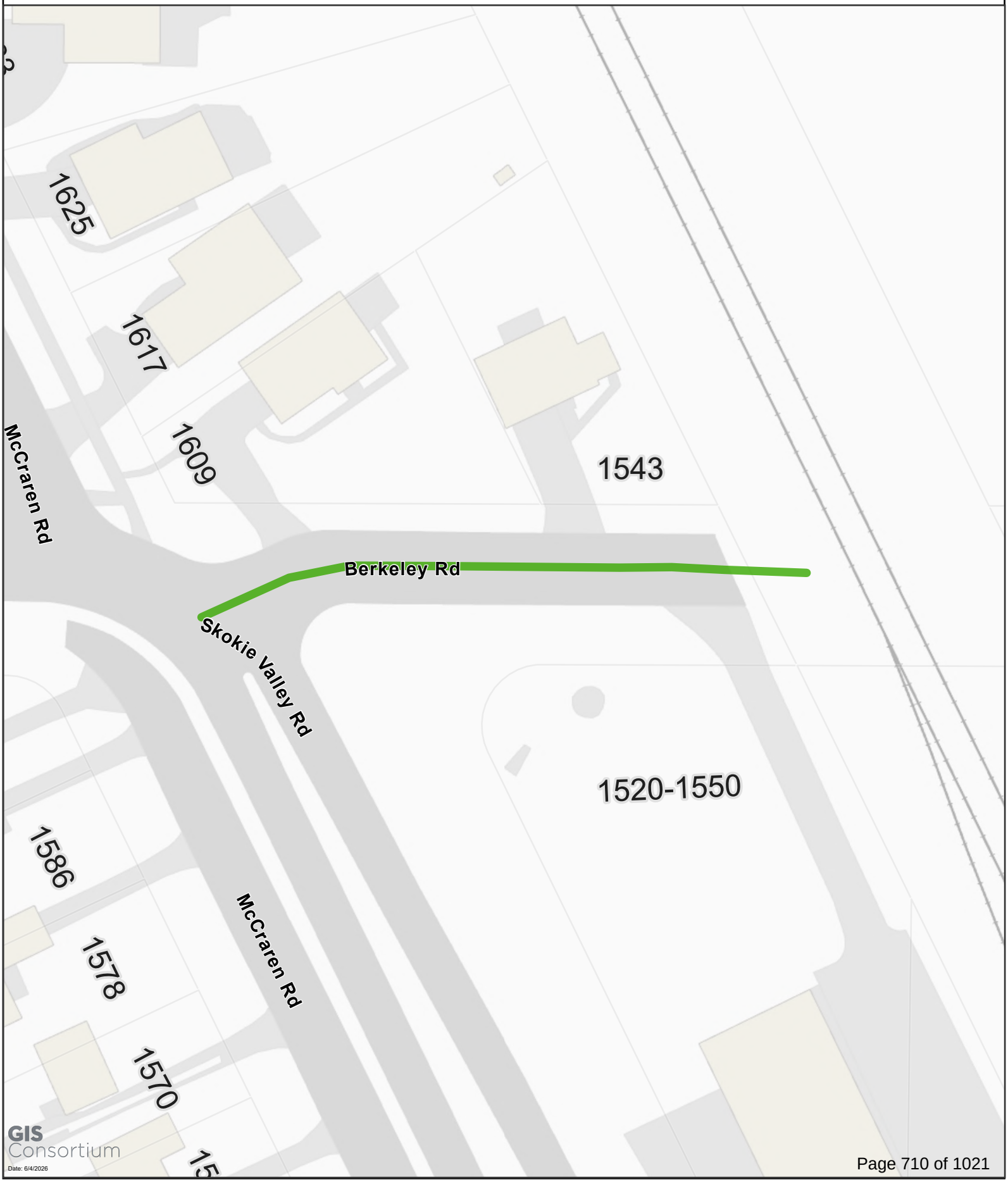
Resurfacing Streets



2026 Street Repair Program

BERKELEY RD FROM EAST END TO MC CRAREN RD

Resurfacing Streets



2026 Street Repair Program

BLOOM ST FROM OAK ST TO ST JOHNS AVE

Resurfacing Streets



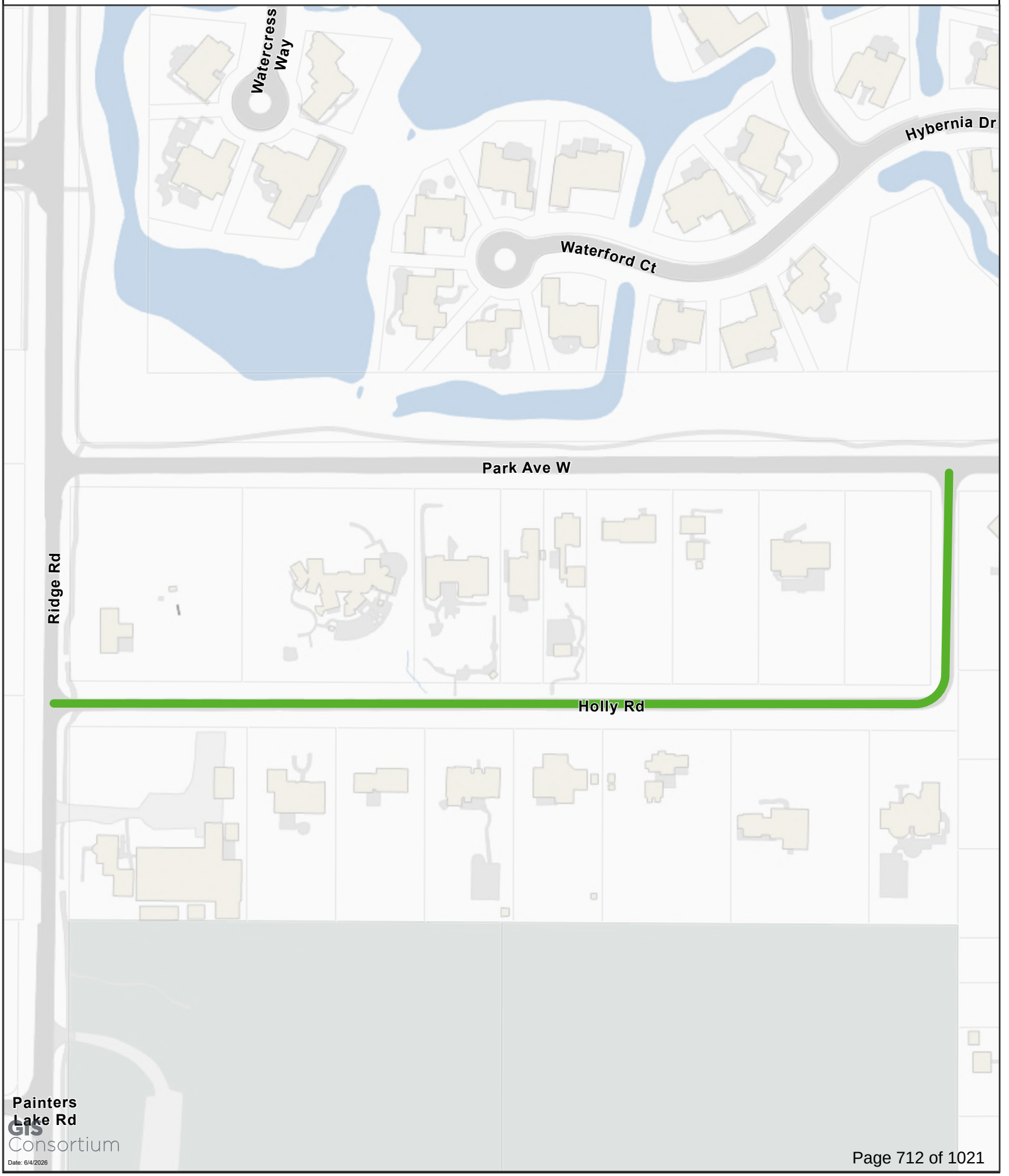
GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

HOLLY RD FROM RIDGE RD TO PARK AVE W

Resurfacing Streets



GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

SAXONY DR FROM CROFTON AVE N TO THAKERAY

Conversion Streets



GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

DRYDEN LN FROM CHAUCER LN TO CARLYLE TER

Conversion Streets



GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

THACKERAY DR FROM GREEN BAY RD TO CHAUCER LN

Conversion Streets



GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

LYNN TER FROM NORTH AVE TO TRAIL WAY

Conversion Streets



GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

MELVIN DR FROM HASTINGS AVE TO MARQUETTE RD

Conversion Streets



GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

HASTINGS AVE FROM MARION AVE TO COUNTY LINE RD

Conversion Streets



GIS Consortium

Date: 6/4/2026

2026 Street Repair Program

OAKWOOD AVE FROM WALNUT ST TO GREEN BAY RD

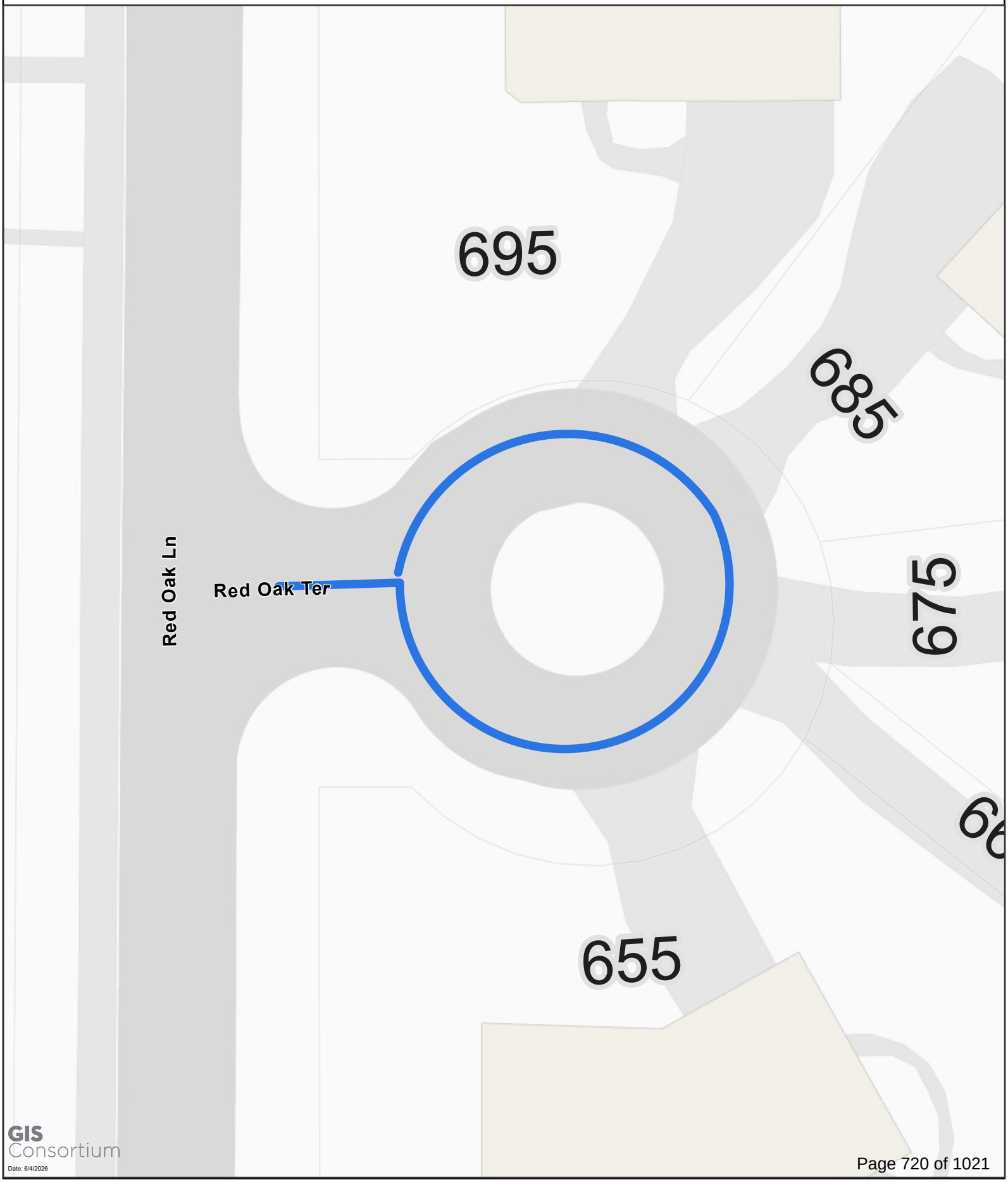
Conversion Streets



2026 Street Repair Program

RED OAK TER FROM RED OAK LN TO RED OAK LN

Conversion Streets

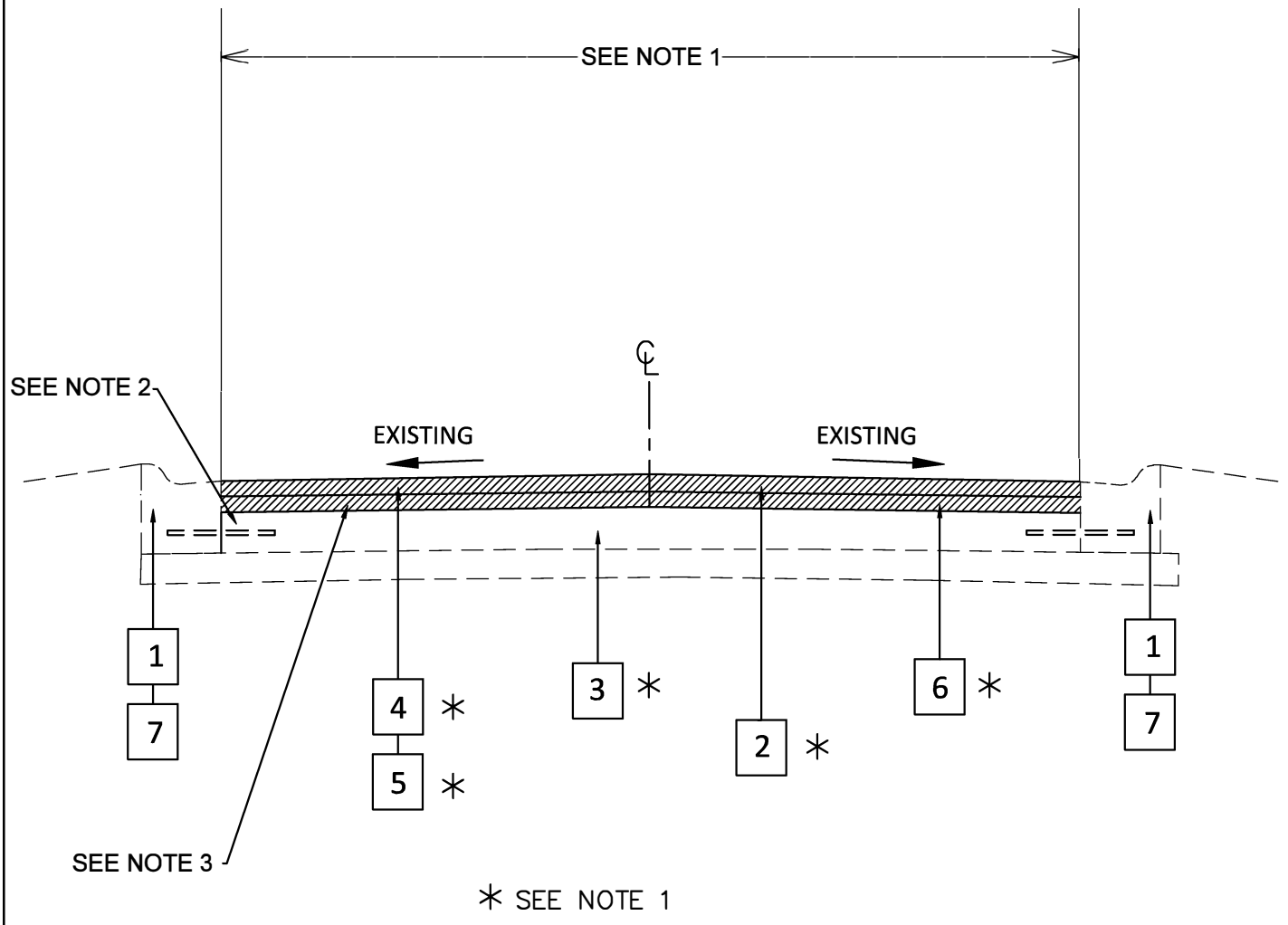


GIS Consortium

Date: 6/4/2026

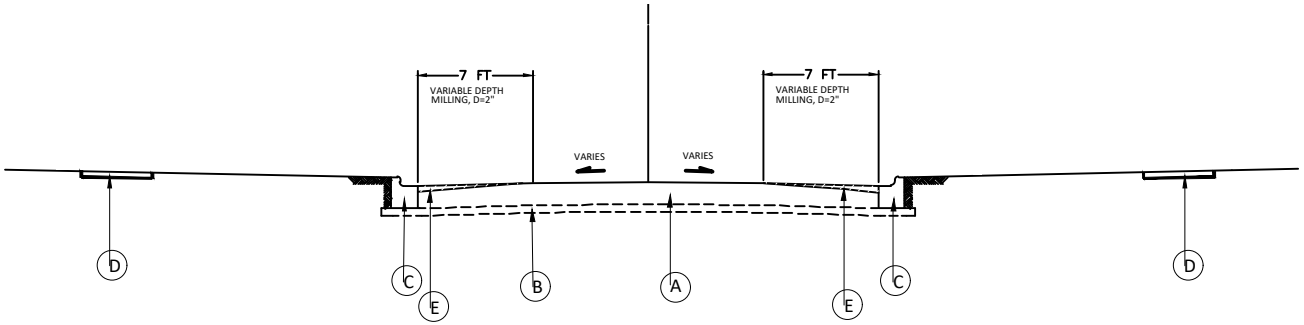
TYPICAL SECTION

RESURFACING STREETS



NOTES	LEGEND
1) SEE CITY OF HIGHLAND PARK 2026 STREET REPAIR STREET LISTING TABLE FOR STREET SPECIFIC DIMENSIONS, AND OTHER INFORMATION. 2) DRILL AND GROUT #6 EPOXY COATED TIE BARS, 24" LONG AT 24" CENTER TO CENTER INTERVALS FOR RIGID BASE ONLY. 3) LEVELING BINDER NOT NEEDED FOR STREETS WITH 1.5" MILL.	1 EXISTING PCC CURB & GUTTER 2 EXISTING HMA SURFACE 3 EXISTING BASE 4 PROP HMA SURF REMOVAL 5 PROP HMA SURFACE, N50 6 PROP POLY HMA BINDER, N50 7 PROP COMB PCC CURB & GUTTER R & R REMOVAL

TYPICAL SECTION
CONVERSION STREETS



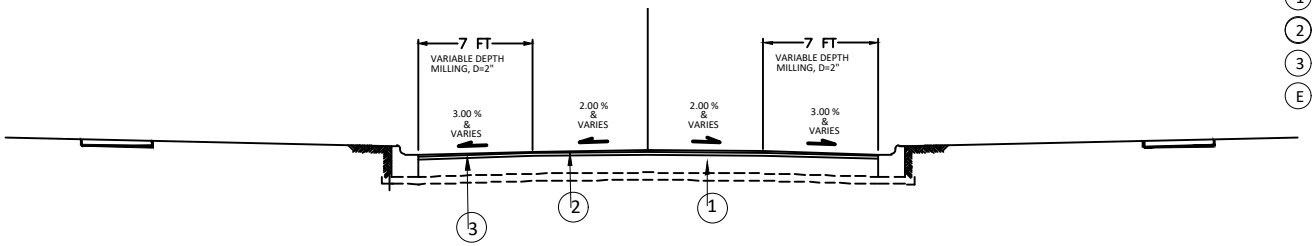
EXISTING TYPICAL CROSS SECTION

EXISTING LEGEND:

- (A) EX. PC CONCRETE PAVEMENT, THICKNESS VARIES FROM 7" TO 8.5"
- (B) EX. SUB-BASE GRANULAR MATERIAL
- (C) EXISTING COMBINATION CONCRETE CURB & GUTTER
- (D) EXISTING SIDEWALK

REMOVAL

* SIDEWALK REMOVAL AND REPLACEMENT LIMITS WILL BE DETERMINED BY THE FIELD ENGINEER



PROPOSED TYPICAL CROSS SECTION

PROPOSED LEGEND:

- (1) EX. P.C. CONCRETE PAVEMENT, THICKNESS VARIES FROM 7" TO 8.5"
- (2) PROP. HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50, 1 1/2"
- (3) PROP. POLYMERIZED HOT-MIX ASPHALT BINDER COURSE, IL-4.75, N50, 3/4" MIN
- (E) P.C. CONCRETE SURFACE REMOVAL (VARIABLE DEPTH)

NOTES:

1. THE UNIT WEIGHT TO CALCULATE ALL HOT-MIX ASPAHLT MIXTURE IS 115 LBS/SQ-IN.
2. FOR USE OF RECYCLED MATERIALS SEE SPECIAL PROVISIONS

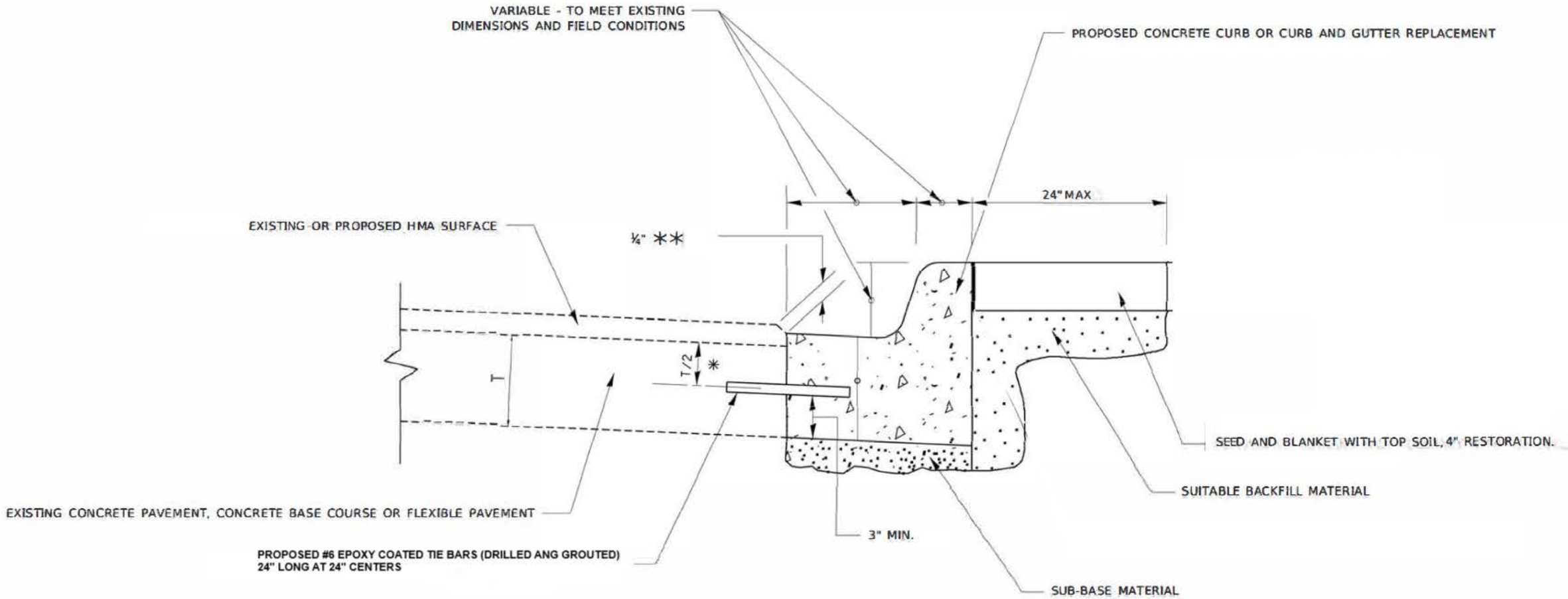
2026 STREET REPAIR PROGRAM
CONVERSION STREETS

City of Highland Park
Department of Public Works
1150 Half Day Rd, Highland Park, IL 60035

H.P. DWG. No.
Drawn By: EJ
Reviewed By: RM

DATE: 10th February 2023

Approved By: M.G.



* 3" MINIMUM FROM TOP AND BOTTOM OF THE CONCRETE PAVEMENT OR BASE COURSE.

** IF THE FINAL SURFACE OF THE PAVEMENT IS CONCRETE, THE GUTTER IS TO BE FLUSH WITH THE PAVEMENT.

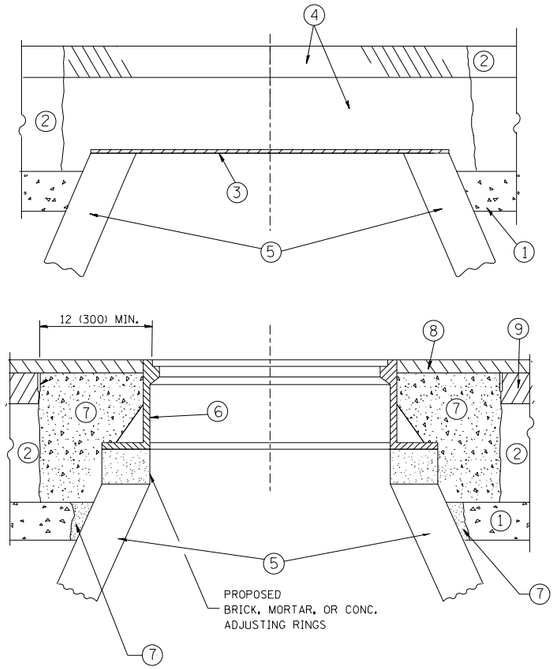
INTERMITTENT CURB AND GUTTER R&R DETAIL

City of Highland Park
Department of Public Works
1150 Half Day Rd, Highland Park, IL 60035

H.P. DWG. No. HP-606-05
Drawn By: JP3
Revised By:

DATE: 4/15/2025

Approved By:



CONSTRUCTION PROCEDURES

STAGE 1 (BEFORE PAVEMENT MILLING)

A) REMOVE A MINIMUM OF 12 (300) OF THE PAVEMENT FROM AROUND THE STRUCTURE.
B) REMOVE THE EXISTING FRAME AND LID FROM THE STRUCTURE.
C) COVER THE STRUCTURE OPENING WITH A 36 (900) DIAMETER METAL PLATE.
D) BACKFILL WITH CRUSHED STONE AND A MINIMUM 1½ (40) THICK HMA SURFACE MIX APPROVED BY THE ENGINEER.

STAGE 2 (AFTER PAVEMENT MILLING)

A) REMOVE THE HMA SURFACE MIX AND CRUSHED STONE.
B) INSTALL THE FRAME AND LID; ADJUST THE FRAME TO ITS FINAL SURFACE ELEVATION.
C) THE SURROUNDING SPACE SHALL BE FILLED WITH CLASS PP-1* CONCRETE TO THE ELEVATION OF THE SURFACE OF THE EXISTING BASE COURSE OR THE BINDER COURSE.

*UNLESS OTHERWISE SPECIFIED IN THE PLANS.

THE PROCEDURE EXPLAINED ABOVE SHALL CONFORM TO THE APPLICABLE PORTIONS OF SECTIONS 353, 406, 602, AND 603 OF THE STANDARD SPECIFICATIONS EXCEPT THAT "THE CONTRACTOR SHALL ADJUST THE STRUCTURES TO THE FINISHED PAVEMENT ELEVATION NO MORE THAN 5 CALENDAR DAYS PRIOR TO PLACEMENT OF THE FINAL LIFT OF SURFACE UNLESS APPROVED BY THE ENGINEER."

LEGEND

(1) SUB-BASE GRANULAR MATERIAL
(2) EXISTING PAVEMENT
(3) 36 (900) DIAMETER METAL PLATE
(4) PROPOSED CRUSHED STONE AND HMA SURFACE MIX
(5) EXISTING STRUCTURE
(6) FRAME AND LID (SEE NOTES)
(7) CLASS PP-1* CONCRETE
(8) PROPOSED HMA SURFACE COURSE
(9) PROPOSED HMA BINDER COURSE

NOTES:

EXISTING BROKEN FRAMES AND LIDS SHALL BE REMOVED AND DISPOSED OF BY THE CONTRACTOR AND SHALL BE REPLACED AS DIRECTED BY THE ENGINEER. REPLACEMENT FRAMES AND LIDS WILL BE PAID FOR IN ACCORDANCE WITH ARTICLE 109.04 OF THE STANDARD SPECIFICATIONS UNLESS A SEPARATE PAY ITEM HAS BEEN PROVIDED.

IF THE EXISTING LIDS ARE OPEN, THE FRAME WILL BE ADJUSTED TO THE ELEVATION OF THE MILLED PAVEMENT SURFACE PRIOR TO THE MILLING OPERATION. THE FRAME WILL NOT BE REMOVED AND COVERED BY THE METAL PLATE.

THE METAL PLATE USED TO COVER THE STRUCTURE SHALL REMAIN THE PROPERTY OF THE CONTRACTOR.

WHEN STRUCTURES ARE TO BE ADJUSTED OR RECONSTRUCTED, THE LOWERING AND RAISING OF THE FRAMES AND LIDS WILL NOT BE PAID FOR SEPARATELY BUT WILL BE INCLUDED IN THE COST OF THE CORRESPONDING PAY ITEM.

LOCATION OF STRUCTURES:

THE CONTRACTOR WILL BE REQUIRED TO KEEP A RECORD OF THE LOCATIONS OF THE BURIED STRUCTURES ACCORDING TO THE STATION AND DISTANCE LEFT OR RIGHT OF THE CENTERLINE OF PAVEMENT. UPON COMPLETION OF THE WORK, THE CONTRACTOR WILL DELIVER THE RECORD TO THE ENGINEER.

BASIS OF PAYMENT:

REMOVING FRAMES AND LIDS ON DRAINAGE AND UTILITY STRUCTURES IN THE PAVEMENT PRIOR TO MILLING, AND ADJUSTING TO FINAL GRADE PRIOR TO PLACING THE SURFACE COURSE, WILL BE PAID FOR AT THE CONTRACT UNIT PRICE EACH FOR "FRAMES AND LIDS TO BE ADJUSTED (SPECIAL)."

THIS WORK WILL NOT BE PAID FOR WHEN DRAINAGE AND UTILITY STRUCTURES ARE SPECIFIED FOR PAYMENT AS STRUCTURE RECONSTRUCTION.

NEW FRAMES AND LIDS, WHEN SPECIFIED, WILL BE PAID FOR SEPARATELY.

DETAILS FOR FRAMES AND LIDS ADJUSTMENT WITH MILLING

ALL DIMENSIONS ARE IN INCHES (MILLIMETERS) UNLESS OTHERWISE SHOWN

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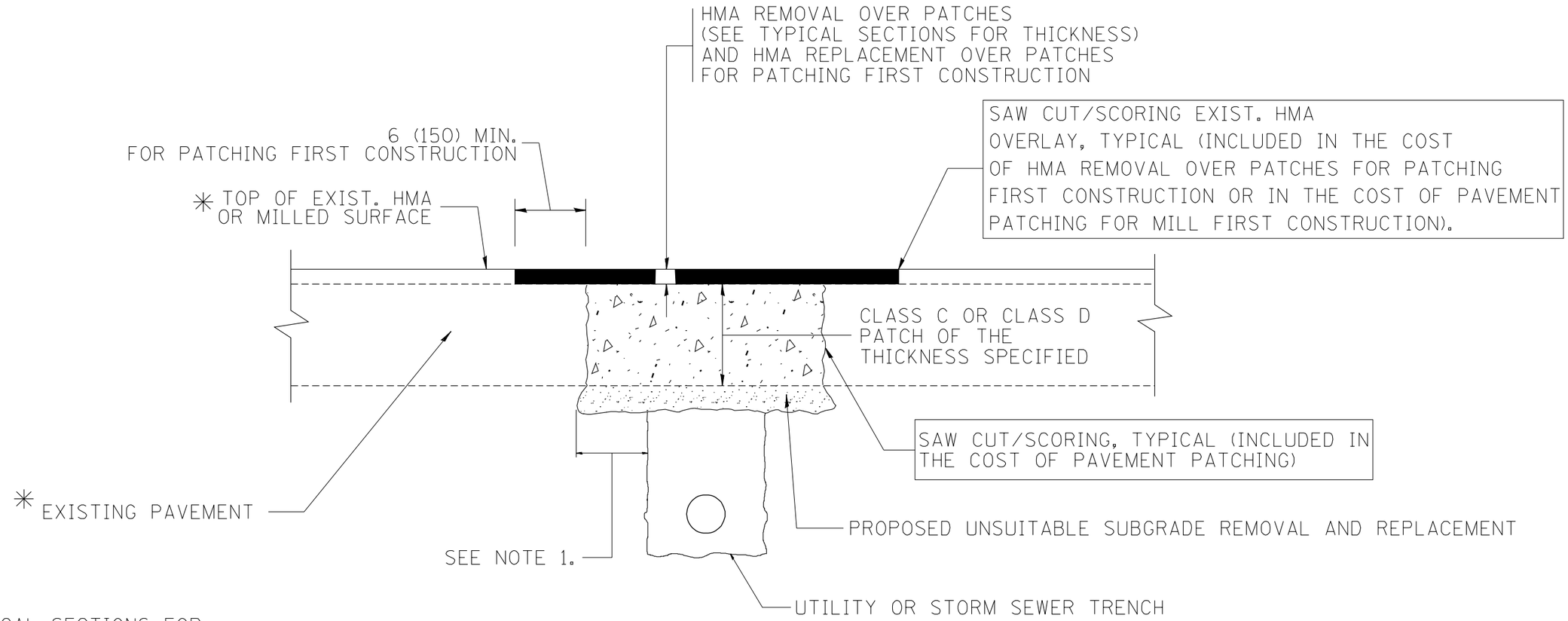
STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

DETAILS FOR
FRAMES AND LIDS ADJUSTMENT WITH MILLING

SCALE: NONE | SHEET NO. 1 OF 1 SHEETS | STA. | TO STA.

F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
	25-00148-00-RS	LAKE	61	51
	BD600-03 (BD-8)	CONTRACT NO.		
FED. ROAD DIST. NO. 1	ILLINOIS	FED. AID PROJECT		

bd08.dgn 12/6/2011 10:53:13 AM User:bauerdl



* SEE TYPICAL SECTIONS FOR THICKNESS AND MATERIALS

NOTES:

1. THE WIDTH OF THE FULL DEPTH PATCH OVER A TRENCH SHALL BE 12 (300) WIDER ON EACH SIDE OF THE TRENCH.
2. FOR METHOD OF MEASUREMENT AND BASIS OF PAYMENT, SEE RECURRING SPECIAL PROVISION "PATCHING WITH HOT-MIX ASPHALT OVERLAY REMOVAL".

SEQUENCE OF CONSTRUCTION (PATCHING FIRST)

1. REMOVE THE EXISTING HMA MATERIAL OVER THE AREA TO BE PATCHED.
2. REMOVE AND REPLACE WITH CLASS C OR D PATCH.
3. REPLACE HMA MATERIAL OVER THE AREA TO BE PATCHED.

SEQUENCE OF CONSTRUCTION (MILLING FIRST)

1. MILL HMA FIRST IF THERE IS AT LEAST $4\frac{1}{2}$ INCHES OR MORE OF HMA MATERIAL ON TOP OF THE EXISTING PAVEMENT OR IF THE PAVEMENT IS FULL DEPTH HMA. A MINIMUM OF 2 INCHES OF HMA MATERIAL SHALL BE IN PLACE AFTER MILLING.
2. REMOVE AND REPLACE WITH FULL DEPTH CLASS D PATCHES TO TOP OF MILLED SURFACE.

ALL DIMENSIONS ARE IN INCHES (MILLIMETERS) UNLESS OTHERWISE SHOWN.

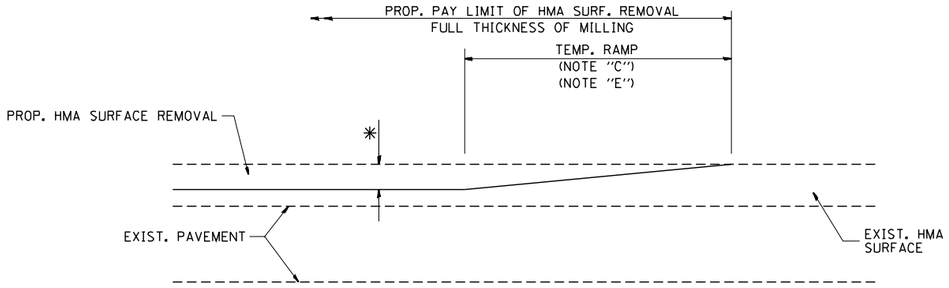
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	PLOT DATE = 10/27/2008	DATE - 10-25-94	REVISED - K. ENG 10-27-08

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

PAVEMENT PATCHING FOR HMA SURFACED PAVEMENT

SCALE: NONE | SHEET NO. 1 OF 1 SHEETS | STA. | TO STA.

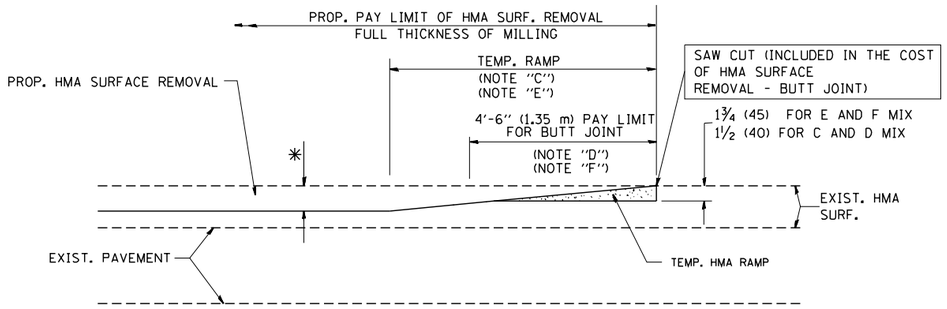
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	25-00148-00-RS	LAKE	61	52
	BD400-04 (BD-22)	CONTRACT NO.		
FED. ROAD DIST. NO. 1	ILLINOIS	FED. AID PROJECT		



MILLED TEMPORARY RAMP

(FOR BUTT JOINT AND HMA TAPER SEE DETAIL BELOW)

OPTION 1

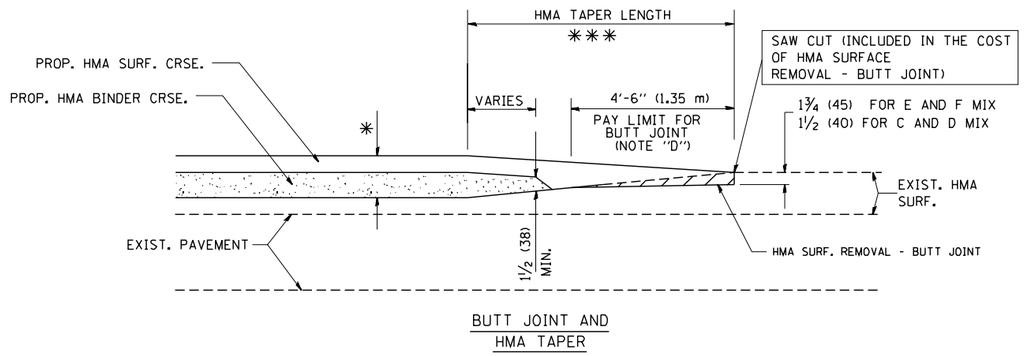


HMA CONSTRUCTED TEMPORARY RAMP

(FOR BUTT JOINT AND HMA TAPER SEE DETAIL BELOW)

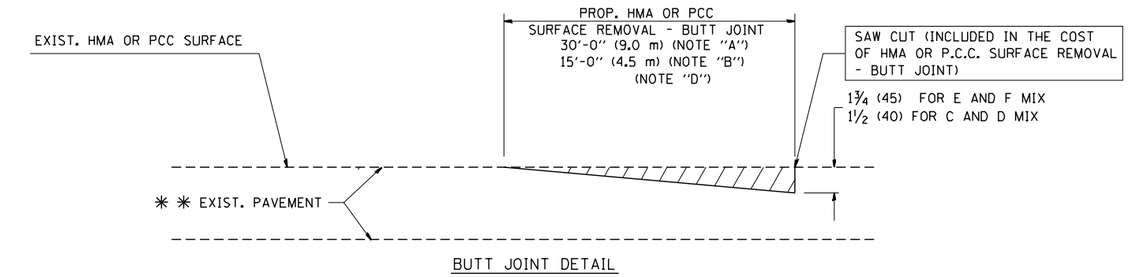
OPTION 2

TYPICAL TEMPORARY RAMP

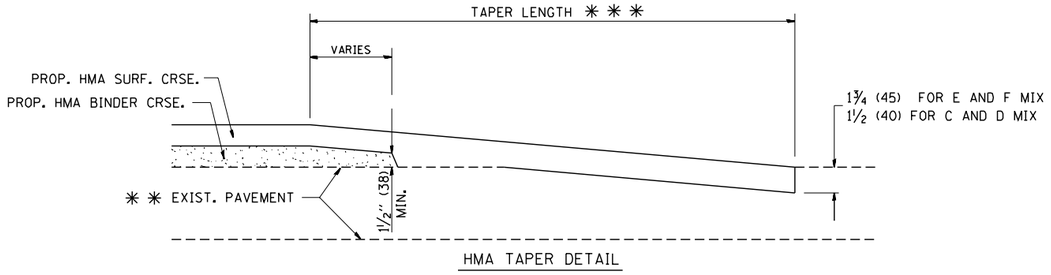


BUTT JOINT AND HMA TAPER

TYPICAL BUTT JOINT AND HMA TAPER FOR MILLING AND RESURFACING



BUTT JOINT DETAIL



HMA TAPER DETAIL

TYPICAL BUTT JOINT AND HMA TAPER FOR RESURFACING ONLY

** PC CONCRETE, HMA OR HMA RESURFACED PAVEMENT.

NOTES

A: MAINLINE ROADWAYS AND MAJOR SIDE ROADS.

B: MINOR SIDE ROADS.

C: THE TEMP. RAMP SHALL BE CONSTRUCTED IMMEDIATELY UPON REMOVAL OF THE EXISTING HMA SURFACE.

D: THE BUTT JOINT SHALL BE CONSTRUCTED IMMEDIATELY PRIOR TO PLACING THE PROPOSED HMA COURSES.

E: TAPER THE TEMP. RAMP AT A RATE OF 3'-0" (900 mm) PER 1 INCH (25 mm) OF MILLING THICKNESS.

F: INSTALLATION AND REMOVAL OF THE 4'-6" (1.35 m) TEMP. RAMP IS INCLUDED IN COST OF HMA SURFACE REMOVAL - BUTT JOINT

G: SEE ARTICLE 406.08 AND 406.14 OF THE STANDARD SPECIFICATIONS FOR "HMA AND/OR PCC SURFACE REMOVAL, BUTT JOINT".

* SEE TYPICAL SECTIONS FOR MILLING THICKNESS.

*** 20'-0" (6.1 m) PER 1 (25) RESURFACING (NOTE "A")
10'-0" (3.0 m) PER 1 (25) RESURFACING (NOTE "B")

BASIS OF PAYMENT:

THE BUTT JOINT WILL BE PAID FOR AT THE CONTRACT UNIT PRICE PER SQUARE YARD (SQUARE METER) FOR "HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT" OR FOR "PORTLAND CEMENT CONCRETE SURFACE REMOVAL- BUTT JOINT".

ALL DIMENSIONS ARE IN INCHES (MILLIMETERS) UNLESS OTHERWISE SHOWN.

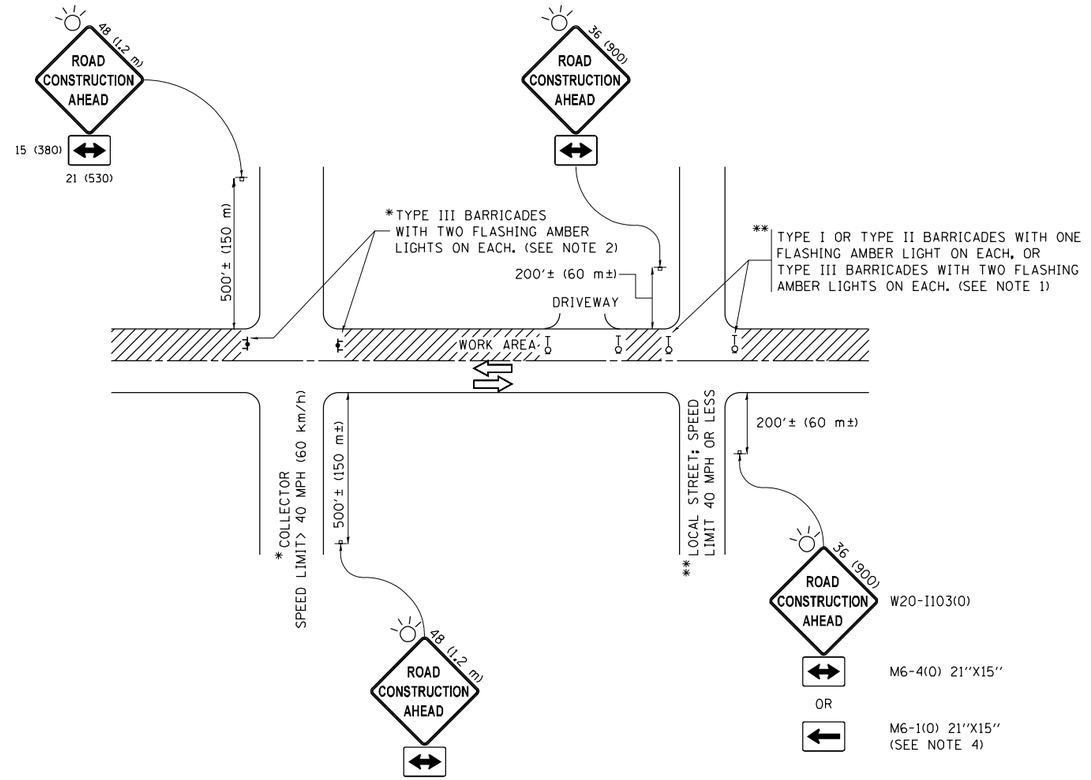
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	PLOT DATE = 1/4/2008	DATE - 06-13-90	REVISED - R. BORO 01-01-07

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

BUTT JOINT AND HMA TAPER DETAILS

SCALE: NONE | SHEET NO. 1 OF 1 SHEETS | STA. | TO STA.

F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
	25-00148-00-RS	LAKE	61	53
	BD400-05 BD32	CONTRACT NO.		
FED. ROAD DIST. NO. 1	ILLINOIS	FED. AID PROJECT		



NOTES:

1. SIDE ROAD WITH A SPEED LIMIT OF 40 MPH (60 km/h) OR LESS AS SHOWN ON THE DRAWING AND AS DIRECTED BY THE ENGINEER:
   a) ONE ''ROAD CONSTRUCTION AHEAD'' SIGN 36 x 36 (900x900) WITH A FLASHER MOUNTED ON IT APPROXIMATELY 200' (60 m) IN ADVANCE OF THE MAIN ROUTE.
   b) THE CLOSED PORTION OF THE MAIN ROUTE SHALL BE PROTECTED BY BLOCKING WITH TYPE I, TYPE II OR TYPE III BARRICADES, 1/3 OF THE CROSS SECTION OF THE CLOSED PORTION.
2. SIDE ROAD WITH A SPEED LIMIT GREATER THAN 40 MPH (60 km/h) AS SHOWN ON THE DRAWING AND AS DIRECTED BY THE ENGINEER:
   a) ONE ''ROAD CONSTRUCTION AHEAD'' SIGN 48 x 48 (1.2 m x 1.2 m) WITH A FLASHER MOUNTED ON IT APPROXIMATELY 500' (150 m) IN ADVANCE OF THE MAIN ROUTE.
   b) THE CLOSED PORTION OF THE MAIN ROUTE SHALL BE PROTECTED BY BLOCKING WITH TYPE III BARRICADES, 1/2 OF THE CROSS SECTION OF THE CLOSED PORTION.
3. CONES MAY BE SUBSTITUTED FOR BARRICADES OR DRUMS AT HALF THE SPACING DURING DAY OPERATIONS. CONES SHALL BE A MINIMUM OF 28 (710) IN HEIGHT.
4. WHEN THE SIDE ROAD LIES BETWEEN THE BEGINNING OF THE MAINLINE SIGNING AND THE WORK ZONE, A SINGLE HEADED ARROW (M6-1) SHALL BE USED IN LIEU OF THE DOUBLE HEADED ARROW (M6-4).
5. WHEN WORK IS BEING PERFORMED ON A SIDE ROAD OR DRIVEWAY, FOLLOW THE APPLICABLE STANDARD(S). THE DIRECTIONAL ARROW (M6-1 OR M6-4) SHALL BE COVERED OR REMOVED WHEN NO LONGER CONSISTENT WITH THE TRAFFIC CONTROL SET-UP.
6. ADVANCE WARNING SIGNS ARE TO BE OMITTED ON DRIVEWAYS UNLESS OTHERWISE SPECIFIED IN THE PLANS OR BY THE ENGINEER.
7. THE TRAFFIC CONTROL AND PROTECTION FOR SIDE ROADS, INTERSECTIONS, AND DRIVEWAYS SHALL BE INCLUDED IN THE COST OF SPECIFIED TRAFFIC CONTROL STANDARDS OR ITEMS.

All dimensions are in inches (millimeters) unless otherwise shown.

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			REVISED -T. RAMMACHER 01-06-00
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Default	PLOT DATE = 9/15/2016	DATE - 06-89	REVISED - A. SCHUETZE 09-15-16

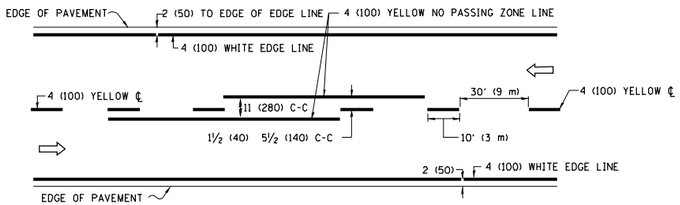
STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

TRAFFIC CONTROL AND PROTECTION FOR SIDE ROADS, INTERSECTIONS, AND DRIVEWAYS

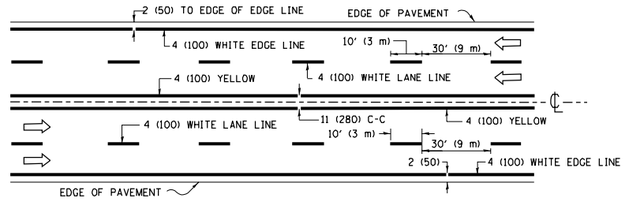
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F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
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	TC-10	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			

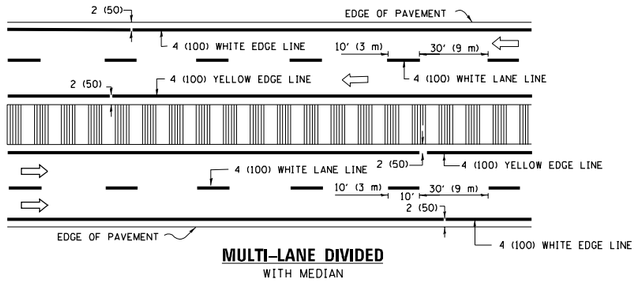
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2–LANE ROADWAY

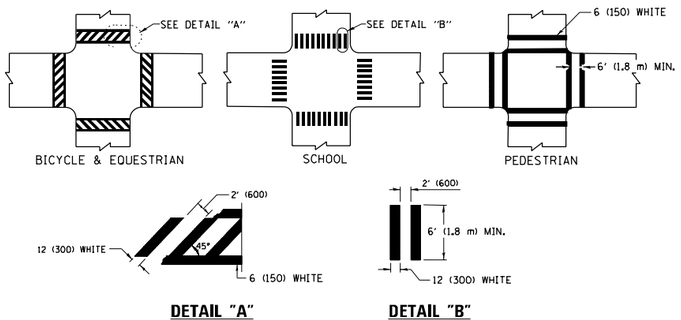


MULTI–LANE UNDIVIDED



MULTI–LANE DIVIDED
WITH MEDIAN

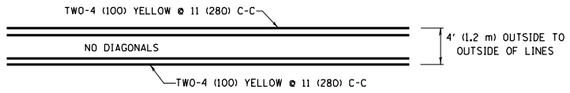
TYPICAL LANE AND EDGE LINE MARKING



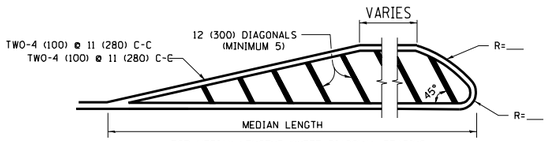
DETAIL "A" **DETAIL "B"**

TYPICAL CROSSWALK MARKING

✳ MARKINGS SHALL BE INSTALLED PARALLEL TO THE CENTERLINE OF THE ROAD WHICH IT CROSSES



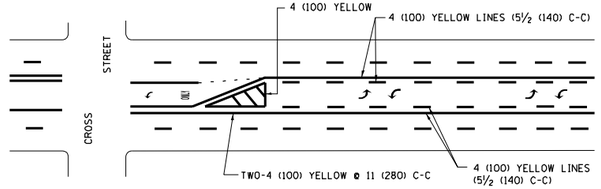
4' (1.2 m) WIDE MEDIANS ONLY



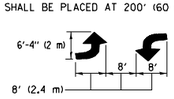
FOR MEDIAN LENGTHS WHERE DIAGONAL SPACING CANNOT BE ATTAINED, USE 5 (FIVE) EQUALLY SPACED DIAGONAL LINES.

DIAGONAL LINE SPACING: 50' (15 m) C-C (LESS THAN 30MPH (50 km/h))
75' (25 m) C-C 30MPH (50 km/h) TO 45MPH (70 km/h))
150' (45 m) C-C (MORE THAN 45MPH (70 km/h))

MEDIANS OVER 4' (1.2 m) WIDE

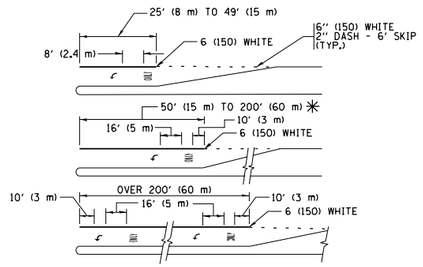


A MINIMUM OF TWO PAIRS OF TURN ARROWS SHALL BE USED, WHITE IN COLOR. ADDITIONAL PAIRS SHALL BE PLACED AT 200' (60 m) TO 300' (90 m) INTERVALS.



MEDIAN WITH TWO–WAY LEFT TURN LANE

TYPICAL PAINTED MEDIAN MARKING

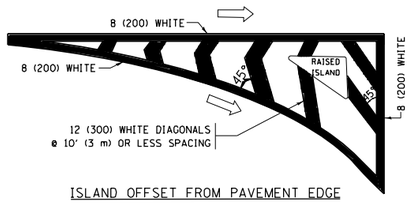


FULL SIZE LETTERS 8' (2.4 m) AND ARROWS SHALL BE USED.
↰ AREA = 15.6 SQ. FT. (1.5 m^2) **ONLY** AREA = 20.8 SQ. FT. (1.9 m^2)

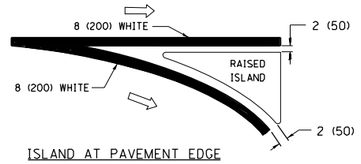
✳ TURN LANES IN EXCESS OF 400' (120 m) IN LENGTH MAY HAVE AN ADDITIONAL SET OF ARROW - "ONLY" INSTALLED MIDWAY BETWEEN THE OTHER TWO SETS OF ARROW - "ONLY".

TYPICAL LEFT (OR RIGHT) TURN LANE

TYPICAL TURN LANE MARKING

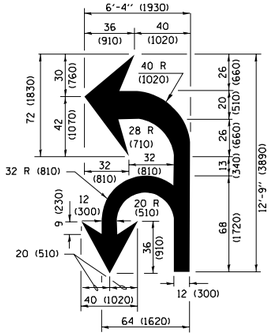


ISLAND OFFSET FROM PAVEMENT EDGE

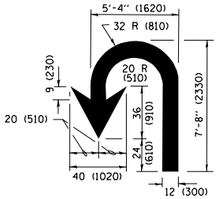


ISLAND AT PAVEMENT EDGE

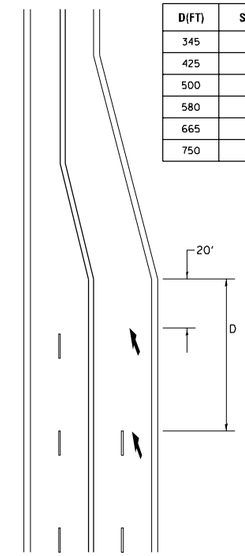
TYPICAL ISLAND MARKING



COMBINATION LEFT AND U–TURN



U–TURN



D(FT)	SPEED LIMIT
345	30
425	35
500	40
580	45
665	50
750	55

LANE REDUCTION TRANSITION

✳ LANE REDUCTION ARROWS REQUIRED AT SPEEDS OF 45 MPH OR GREATER OR WHEN SPECIFIED IN PLANS.

TYPE OF MARKING	WIDTH OF LINE	PATTERN	COLOR	SPACING /REMARKS
CENTERLINE ON 2 LANE PAVEMENT	4 (100)	SKIP-DASH	YELLOW	10' (3 m) LINE WITH 30' (9 m) SPACE
CENTERLINE ON MULTI-LANE UNDIVIDED PAVEMENT	2 ⌀ 4 (100)	SOLID	YELLOW	11 (280) C-C
NO PASSING ZONE LINES: FOR ONE DIRECTION FOR BOTH DIRECTIONS	4 (100) 2 ⌀ 4 (100)	SOLID SOLID	YELLOW YELLOW	5½ (140) C-C FROM SKIP-DASH CENTERLINE 11 (280) C-C OMIT SKIP-DASH CENTERLINE BETWEEN
LANE LINES	4 (100) 5 (125) ON FREEWAYS	SKIP-DASH SKIP-DASH	WHITE WHITE	10' (3 m) LINE WITH 30' (9 m) SPACE
DOTTED LINES (EXTENSIONS OF CENTER, LANE OR TURN LANE MARKINGS)	SAME AS LINE BEING EXTENDED	SKIP-DASH	SAME AS LINE BEING EXTENDED	2' (600) LINE WITH 6' (1.8 m) SPACE
EDGE LINES	4 (100)	SOLID	YELLOW-LEFT WHITE-RIGHT	OUTLINE MEDIANS IN YELLOW
TURN LANE MARKINGS	6 (150) LINE; FULL SIZE LETTERS & SYMBOLS (8' (2.4m))	SOLID	WHITE	SEE TYPICAL TURN LANE MARKING DETAIL
TWO WAY LEFT TURN MARKING	2 ⌀ 4 (100) EACH DIRECTION 8' (2.4m) LEFT ARROW	SKIP-DASH AND SOLID IN PAIRS	YELLOW WHITE	10' (3 m) LINE WITH 30' (9 m) SPACE FOR SKIP-DASH; 5½ (140) C-C BETWEEN SOLID LINE AND SKIP-DASH LINE SEE TYPICAL TWO-WAY LEFT TURN MARKING DETAIL
CROSSWALK LINES (PEDESTRIAN) A. DIAGONALS (BIKE & EQUESTRIAN) B. LONGITUDINAL BARS (SCHOOL)	2 ⌀ 6 (150) 12 (300) @ 45° 12 (300) ⌀ 90°	SOLID SOLID SOLID	WHITE WHITE WHITE	NOT LESS THAN 6' (1.8 m) APART 2' (600) APART 2' (600) APART SEE TYPICAL CROSSWALK MARKING DETAILS.
STOP LINES	24 (600)	SOLID	WHITE	PLACE 4' (1.2 m) IN ADVANCE OF AND PARALLEL TO CROSSWALK, IF PRESENT. OTHERWISE, PLACE AT DESIRED STOPPING POINT. PARALLEL TO CROSSROAD CENTERLINE, WHERE POSSIBLE
PAINTED MEDIANS	2 ⌀ 4 (100) WITH 12 (300) DIAGONALS ⌀ 45° NO DIAGONALS USED FOR 4' (1.2 m) WIDE MEDIANS	SOLID	YELLOW: TWO WAY TRAFFIC WHITE: ONE WAY TRAFFIC	11 (280) C-C FOR THE DOUBLE LINE SEE TYPICAL PAINTED MEDIAN MARKING.
GORE MARKING AND CHANNELIZING LINES	8 (200) WITH 12 (300) DIAGONALS ⌀ 45°	SOLID	WHITE	DIAGONALS: 15' (4.5 m) C-C (LESS THAN 30MPH (50 km/h)) 20' (6 m) C-C 30MPH (50 km/h) TO 45MPH (70 km/h)) 30' (9 m) C-C (OVER 45MPH (70 km/h))
RAILROAD CROSSING	24 (600) TRANSVERSE LINES; "RR" IS 6' (1.8 m) LETTERS; 16 (400) LINE FOR "X"	SOLID	WHITE	SEE STATE STANDARD 780001 AREA OF: "R"=3.6 SQ. FT. (0.33 m^2) EACH "X"=54.0 SQ. FT. (5.0 m^2)
SHOULDER DIAGONALS (REQUIRED FOR SHOULDERS ≥ 8')	12 (300) ⌀ 45°	SOLID	WHITE - RIGHT YELLOW - LEFT	50' (15 m) C-C (LESS THAN 30MPH (50 km/h)) 75' (25 m) C-C (30 MPH (50 km/h) TO 45MPH (70 km/h)) 150' (45 m) C-C (OVER 45MPH (70 km/h))
U TURN ARROW	SEE DETAIL	SOLID	WHITE	16.3 SF
2 ARROW COMBINATION LEFT AND U TURN	SEE DETAIL	SOLID	WHITE	30.4 SF

FOR FURTHER DETAILS ON PAVEMENT MARKING REFER TO STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION AND STATE STANDARD 780001.

All dimensions are in inches (millimeters) unless otherwise shown.

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	PLOT DATE = 4/13/2016	DATE - 03-19-90	REVISED - C. JUCIUS 12-21-15
			REVISED - C. JUCIUS 04-12-16

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

DISTRICT ONE
TYPICAL PAVEMENT MARKINGS

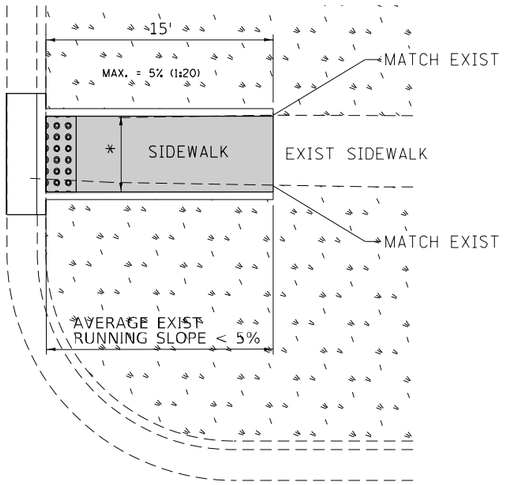
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F.A.P RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
	25-00148-00-RS	LAKE	61	55
	TC–13	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			

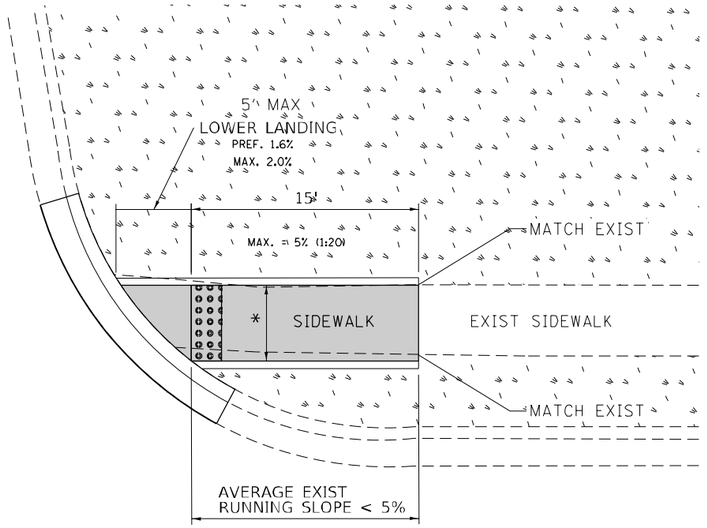
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ADA DETAIL FOR SINGLE PERPENDICULAR CURB RAMPS W/ EXIST. 5% OR LESS RUN. SLOPE

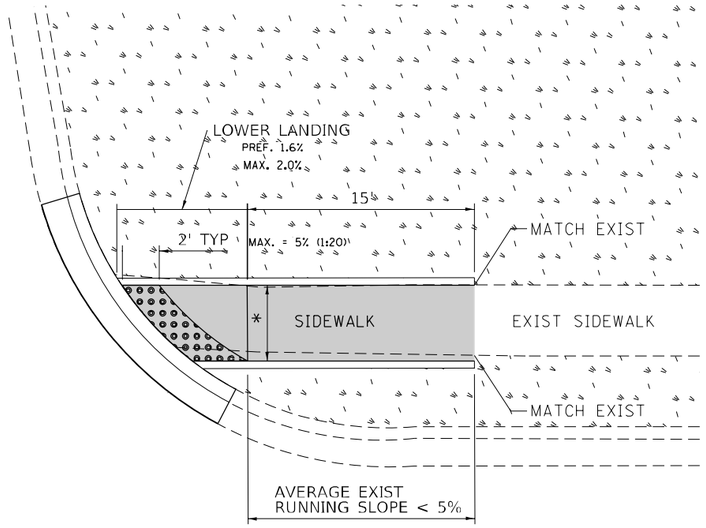
PD-01A



PD-01B



PD-01C



DESIGNER NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50).
2) SIDEWALK REALIGNMENT WILL REQUIRE DETAILED DESIGN.
3) AREAS SURROUNDED BY PCC/ASPHALT, BUILDINGS, OR ARE NEAR TO DRIVEWAYS, REALIGNED SIDEWALK, UTILITY AND SIGNAL POLES, OR WHEN PRIVATE SIDEWALK TIES IN, WILL REQUIRE DETAILED SURVEY AND DESIGN.
4) ALL BRICK CORNERS WILL REQUIRE SUPERVISOR APPROVAL BEFORE USING PROJECT DETAILS

LEGEND

PROPOSED SIDE CURB

EXIST. GRASS

PROPOSED SIDEWALK

DETECTABLE WARNINGS

CONSTRUCTION NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50) EXCEPT WHEN TRANSITIONING TO EXISTING SIDEWALK

* MATCH EXISTING SIDEWALK WIDTH

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STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

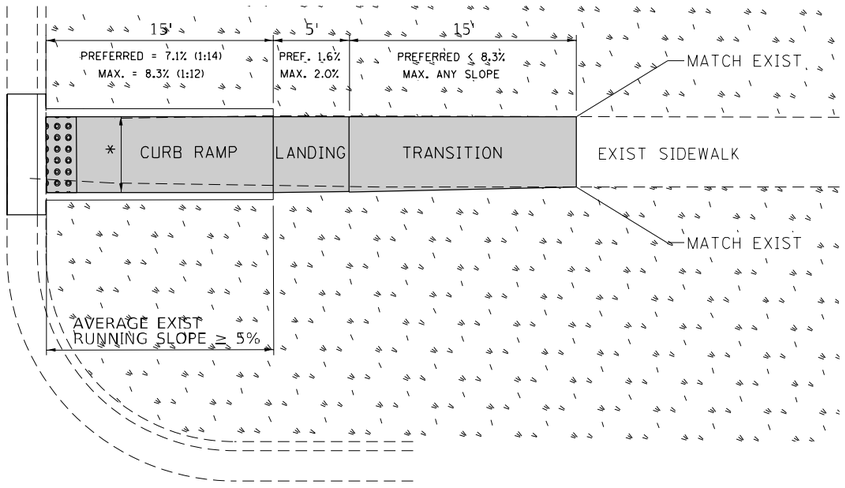
PROJECT DETAIL FOR SINGLE PERPENDICULAR CURB RAMPS
(PD-01)

SCALE: | SHEET OF SHEETS | STA. | TO STA.

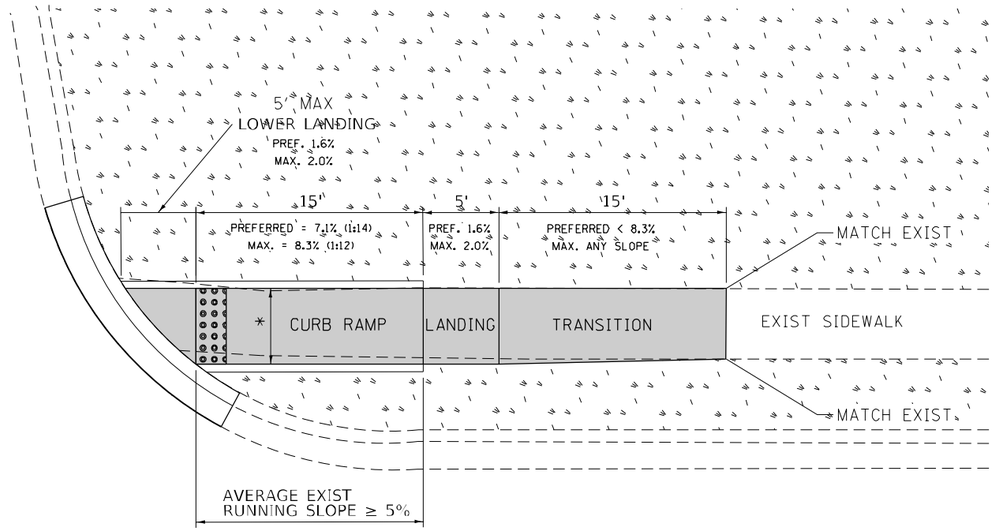
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	25-00148-00-RS	LAKE	61	56
	PD-01	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			

ADA DETAIL FOR SINGLE PERPENDICULAR CURB RAMPS W/ EXIST. 5% OR GREATER RUN. SLOPE

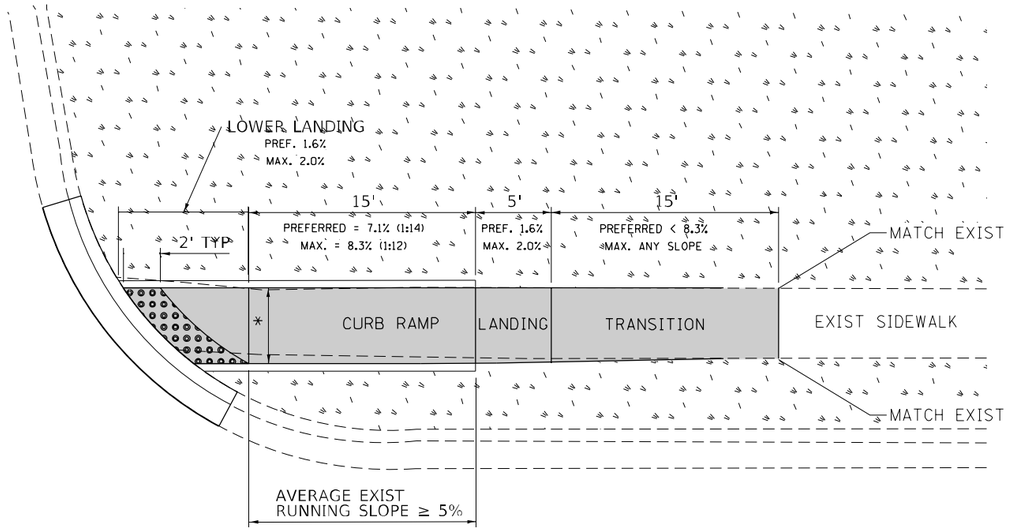
PD-02A



PD-02B



PD-02C



DESIGNER NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50).
2) SIDEWALK REALIGNMENT WILL REQUIRE DETAILED DESIGN.
3) AREAS SURROUNDED BY PCC/ASPHALT, BUILDINGS, OR ARE NEAR TO DRIVEWAYS, REALIGNED SIDEWALK, UTILITY AND SIGNAL POLES, OR WHEN PRIVATE SIDEWALK TIES IN, WILL REQUIRE DETAILED SURVEY AND DESIGN.
4) ALL BRICK CORNERS WILL REQUIRE SUPERVISOR APPROVAL BEFORE USING PROJECT DETAILS

LEGEND

PROPOSED SIDE CURB

EXIST. GRASS

PROPOSED SIDEWALK

DETECTABLE WARNINGS

CONSTRUCTION NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50) EXCEPT WHEN TRANSITIONING TO EXISTING SIDEWALK

* MATCH EXISTING SIDEWALK WIDTH

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STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

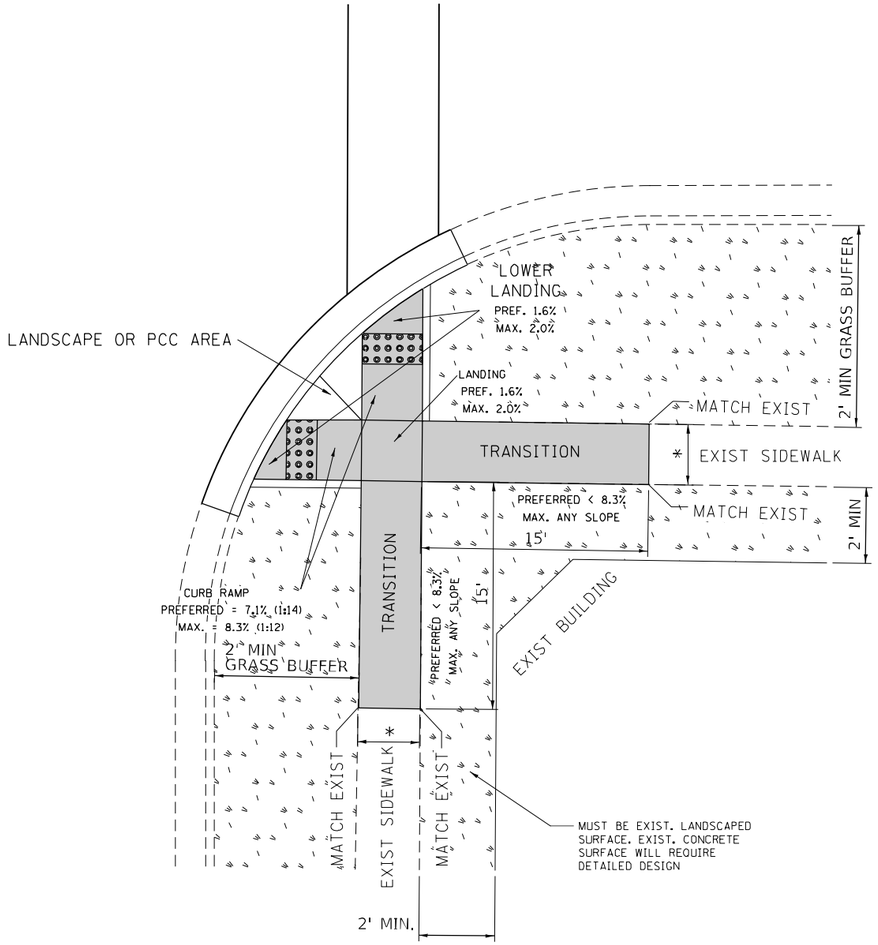
PROJECT DETAIL FOR SINGLE PERPENDICULAR CURB RAMPS
(PD-02)

SCALE: | SHEET OF SHEETS | STA. | TO STA.

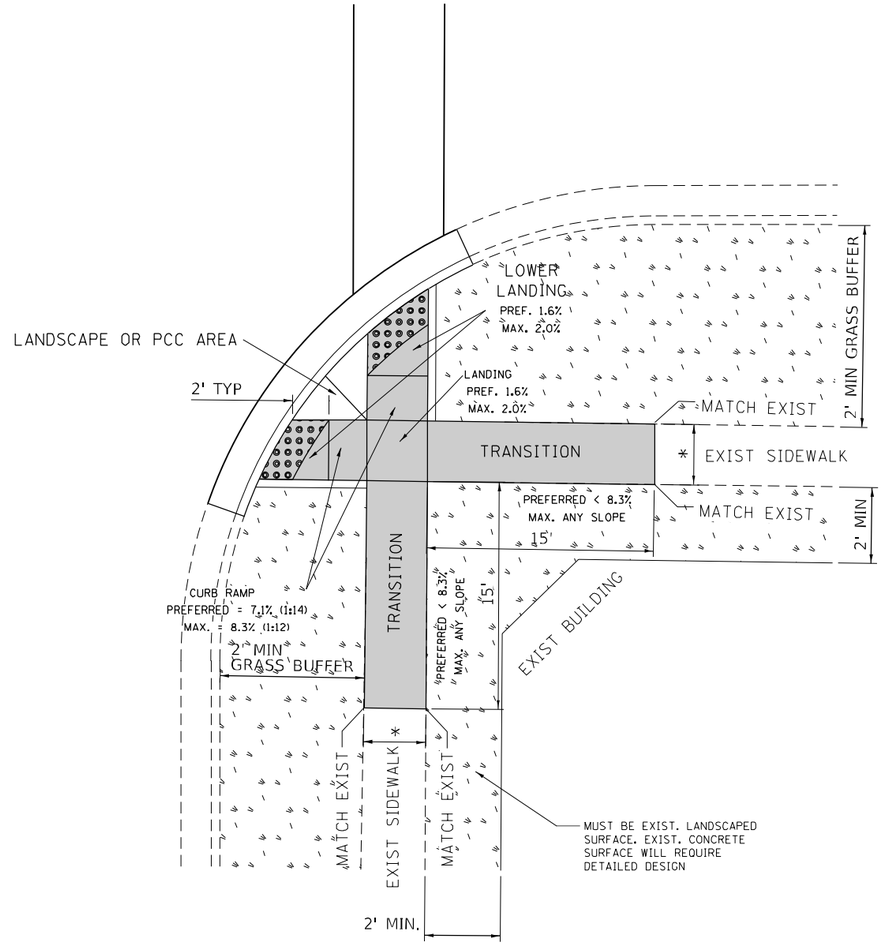
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	25-00148-00-RS	LAKE	61	57
	PD-02	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			

ADA DETAIL FOR DOUBLE PERPENDICULAR CURB RAMPS

PD-03A



PD-03B



DESIGNER NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50).
2) SIDEWALK REALIGNMENT WILL REQUIRE DETAILED DESIGN.
3) AREAS SURROUNDED BY PCC/ASPHALT, BUILDINGS, OR ARE NEAR TO DRIVEWAYS, REALIGNED SIDEWALK, UTILITY AND SIGNAL POLES, OR WHEN PRIVATE SIDEWALK TIES IN, WILL REQUIRE DETAILED SURVEY AND DESIGN.
4) ALL BRICK CORNERS WILL REQUIRE SUPERVISOR APPROVAL BEFORE USING PROJECT DETAILS

LEGEND

PROPOSED SIDE CURB

EXIST. GRASS

PROPOSED SIDEWALK

DETECTABLE WARNINGS

CONSTRUCTION NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50) EXCEPT WHEN TRANSITIONING TO EXISTING SIDEWALK

* MATCH EXISTING SIDEWALK WIDTH

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STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

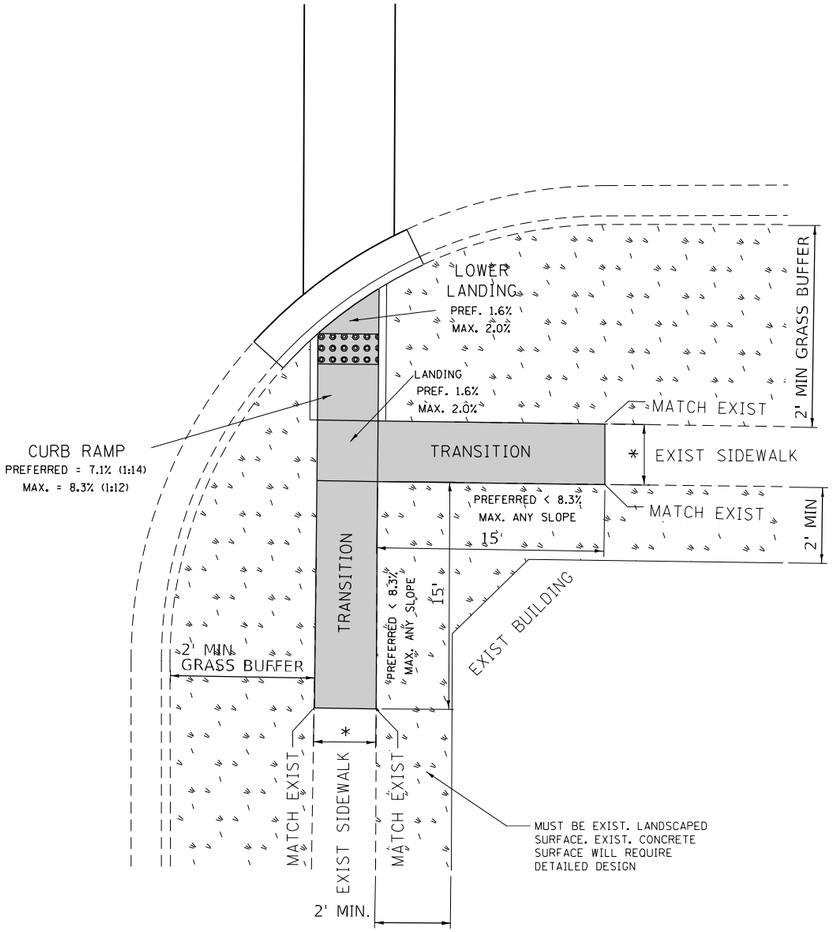
PROJECT DETAIL FOR DOUBLE PERPENDICULAR CURB RAMPS
(PD-03)

SCALE: | SHEET OF SHEETS | STA. | TO STA.

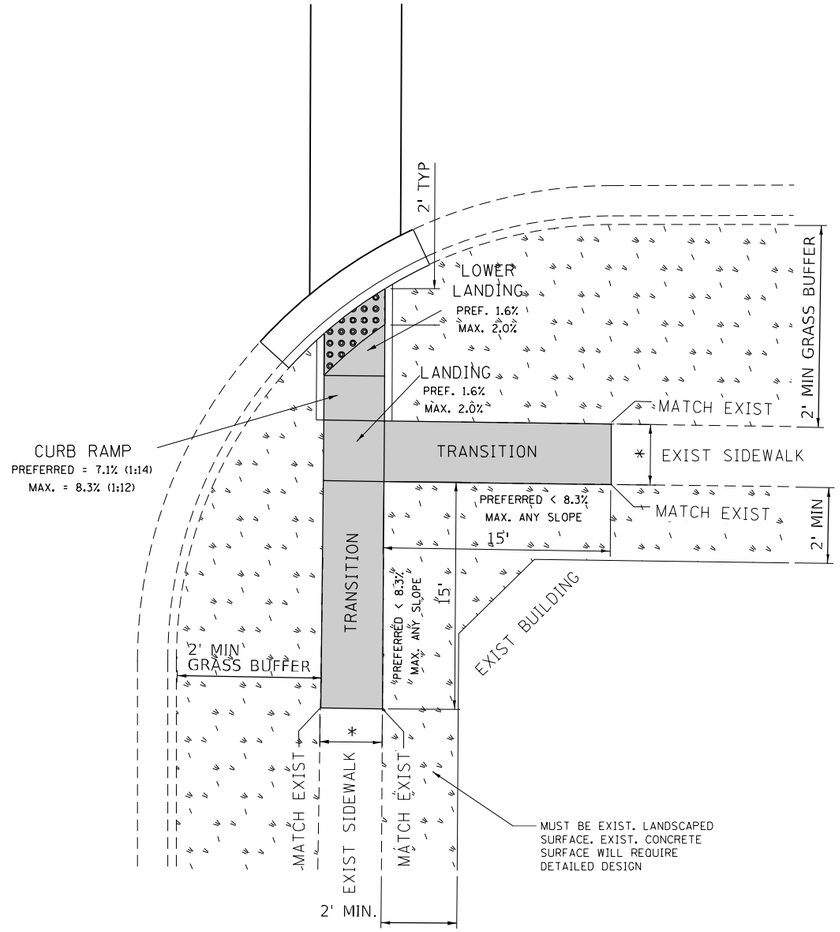
F.A.P RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
	25-00148-00-RS	LAKE	61	58
	PD-03	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			

ADA DETAIL FOR SINGLE PERPENDICULAR CURB RAMPS W/ TURNING SPACE

PD-04A



PD-04B



DESIGNER NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50).
2) SIDEWALK REALIGNMENT WILL REQUIRE DETAILED DESIGN.
3) AREAS SURROUNDED BY PCC/ASPHALT, BUILDINGS, OR ARE NEAR TO DRIVEWAYS, REALIGNED SIDEWALK, UTILITY AND SIGNAL POLES, OR WHEN PRIVATE SIDEWALK TIES IN, WILL REQUIRE DETAILED SURVEY AND DESIGN.
4) ALL BRICK CORNERS WILL REQUIRE SUPERVISOR APPROVAL BEFORE USING PROJECT DETAILS

LEGEND

PROPOSED SIDE CURB

EXIST. GRASS

PROPOSED SIDEWALK

DETECTABLE WARNINGS

CONSTRUCTION NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50) EXCEPT WHEN TRANSITIONING TO EXISTING SIDEWALK

* MATCH EXISTING SIDEWALK WIDTH

FILE NAME = S:\WP\PLANPREP\SQUAD_1\Des_RL\Typical ADA details\Typical-ADA-sht-plan.dgn	USER NAME = ledezmarm	DESIGNED - --- --/--/----	REVISED -
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STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

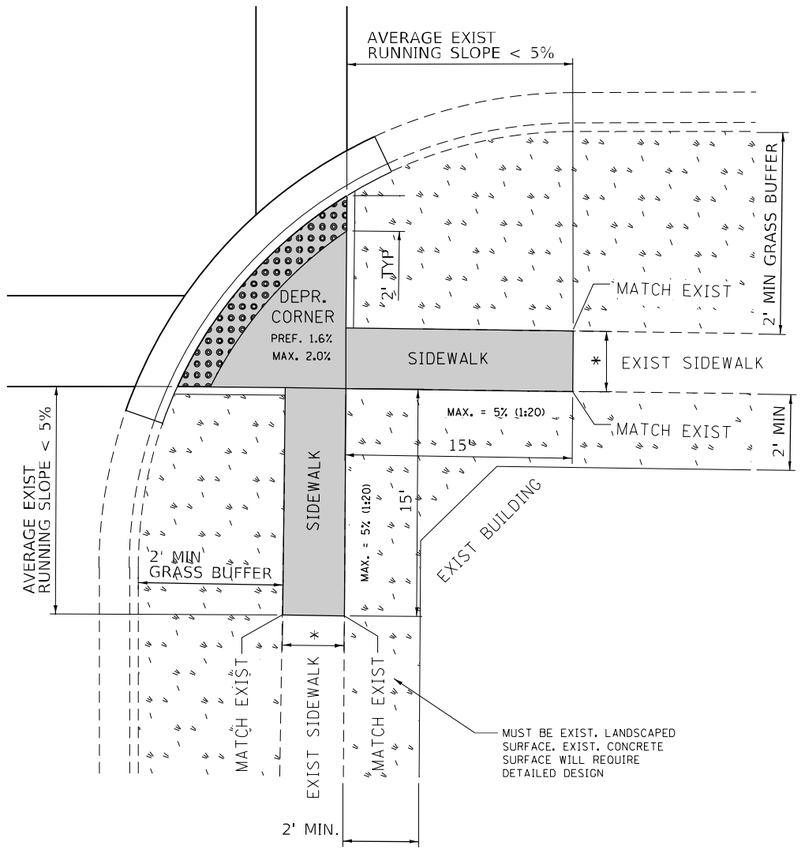
PROJECT DETAIL FOR SINGLE PERPENDICULAR CURB RAMPS W/TURNING SPACE (PD-04)

SCALE: | SHEET OF SHEETS | STA. TO STA.

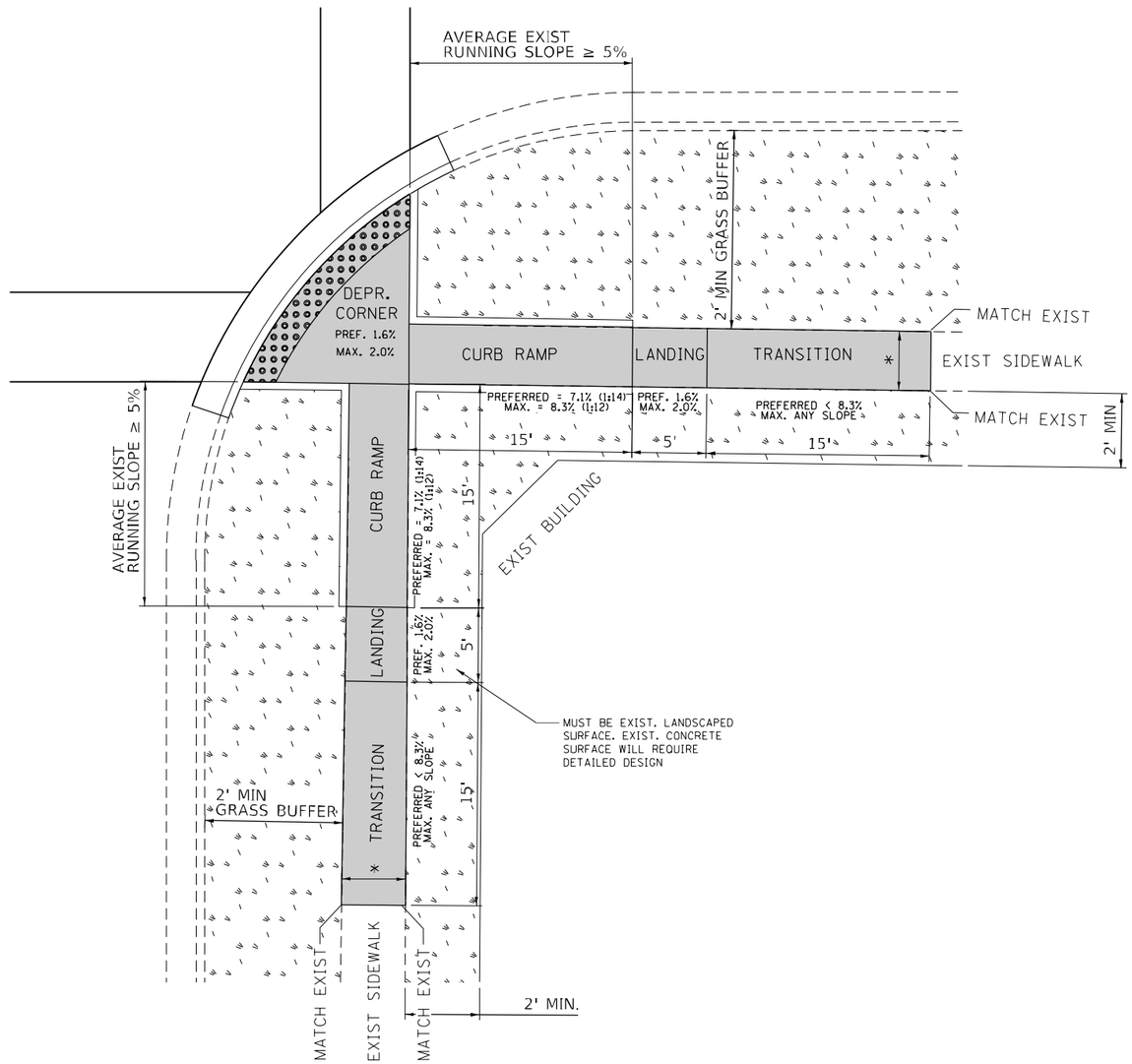
F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
	25-00148-00-RS	LAKE	61	59
	PD-04	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			

ADA DETAIL FOR DEPRESSED CORNER CURB RAMPS

PD-05A



PD-05B



DESIGNER NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50).
2) SIDEWALK REALIGNMENT WILL REQUIRE DETAILED DESIGN.
3) AREAS SURROUNDED BY PCC/ASPHALT, BUILDINGS, OR ARE NEAR TO DRIVEWAYS, REALIGNED SIDEWALK, UTILITY AND SIGNAL POLES, OR WHEN PRIVATE SIDEWALK TIES IN, WILL REQUIRE DETAILED SURVEY AND DESIGN.
4) ALL BRICK CORNERS WILL REQUIRE SUPERVISOR APPROVAL BEFORE USING PROJECT DETAILS

LEGEND

PROPOSED SIDE CURB

EXIST. GRASS

PROPOSED SIDEWALK

DETECTABLE WARNINGS

CONSTRUCTION NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50) EXCEPT WHEN TRANSITIONING TO EXISTING SIDEWALK

* MATCH EXISTING SIDEWALK WIDTH

FILE NAME = S:\WP\PLANPREP\SQUAD_1\Des_RL\Typical ADA details\Typical-ADA-sht-plan.dgn	USER NAME = ledezmarm	DESIGNED - --- --/--/----	REVISED -
		DRAWN - RL 11/12/2019	REVISED -
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Default	PLOT DATE = 11/12/2019	DATE -	REVISED -

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

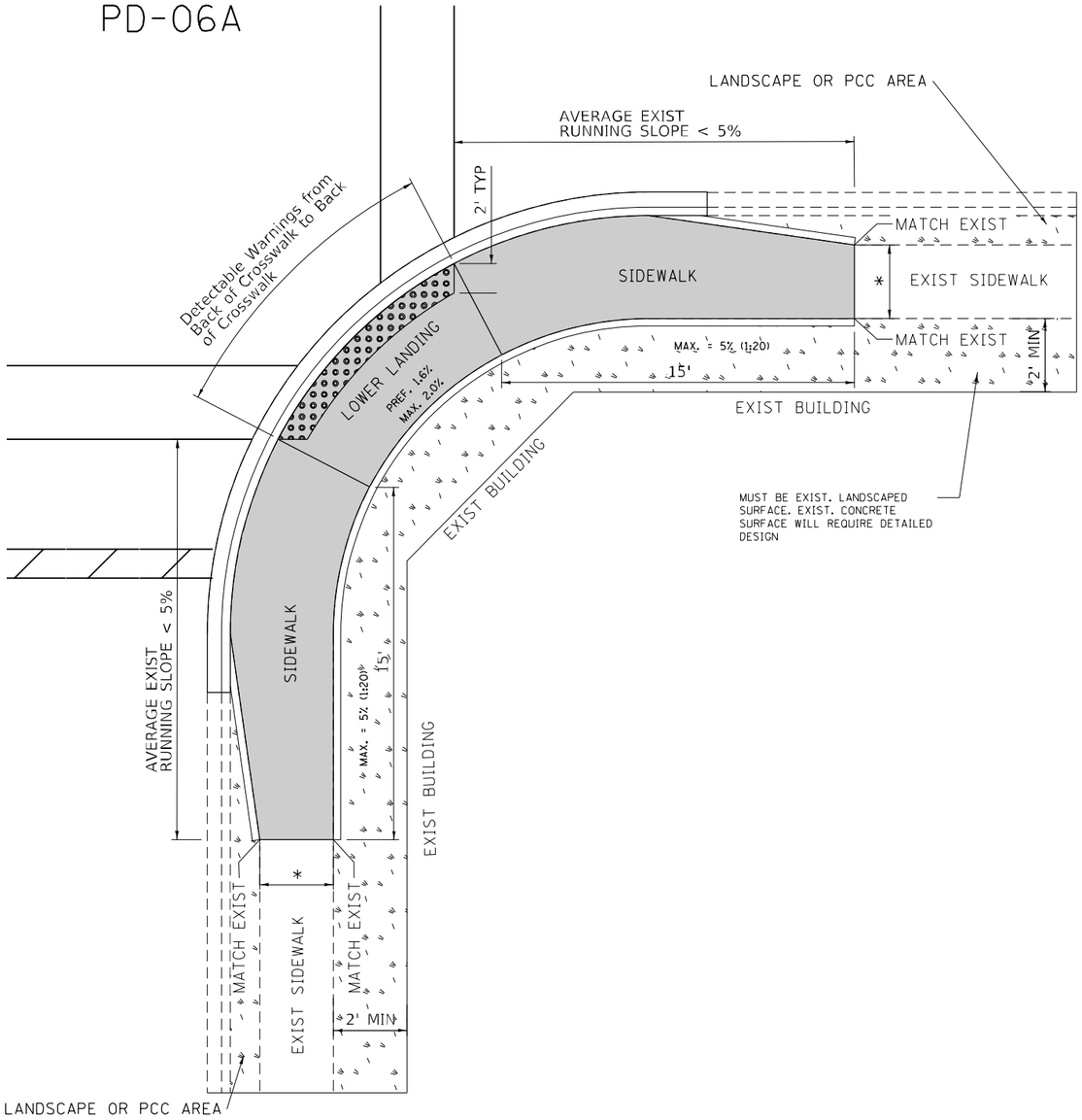
PROJECT DETAIL FOR DEPRESSED CORNER CURB RAMPS
(PD-05)

SCALE: | SHEET OF SHEETS | STA. | TO STA.

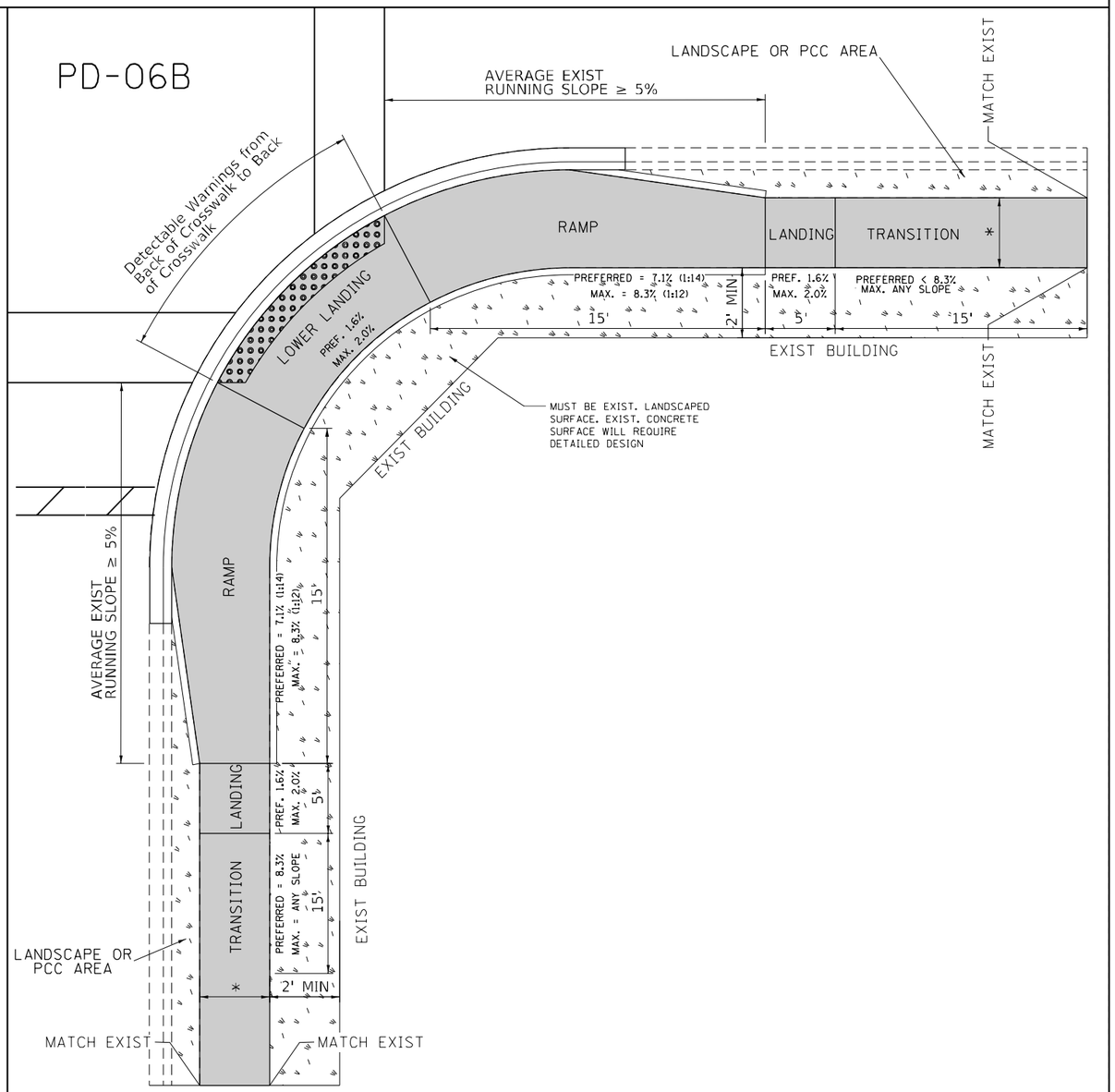
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	25-00148-00-RS	LAKE	61	60
	PD-05	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			

ADA DETAIL FOR PARALLEL CURB RAMPS ADJACENT TO LANDSCAPING

PD-06A



PD-06B



DESIGNER NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50).
2) SIDEWALK REALIGNMENT WILL REQUIRE DETAILED DESIGN.
3) AREAS SURROUNDED BY PCC/ASPHALT, BUILDINGS, OR ARE NEAR TO DRIVEWAYS, REALIGNED SIDEWALK, UTILITY AND SIGNAL POLES, OR WHEN PRIVATE SIDEWALK TIES IN, WILL REQUIRE DETAILED SURVEY AND DESIGN.
4) ALL BRICK CORNERS WILL REQUIRE SUPERVISOR APPROVAL BEFORE USING PROJECT DETAILS

LEGEND

PROPOSED SIDE CURB

EXIST. GRASS

PROPOSED SIDEWALK

DETECTABLE WARNINGS

CONSTRUCTION NOTES:

1) ALL CROSS SLOPES ARE PREFERRED 1.6% (1:64), MAXIMUM 2% (1:50) EXCEPT WHEN TRANSITIONING TO EXISTING SIDEWALK

* MATCH EXISTING SIDEWALK WIDTH

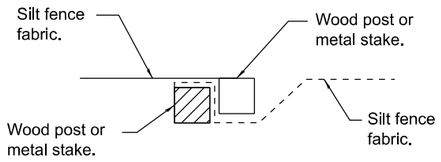
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		DRAWN - RL 11/12/2019	REVISED -
	PLOT SCALE = 10.0000 ' / in.	CHECKED -	REVISED -
Default	PLOT DATE = 11/12/2019	DATE -	REVISED -

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

PROJECT DETAIL FOR PARALLEL CURB RAMPS
(PD-06)

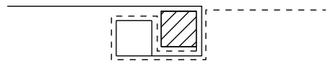
SCALE: | SHEET OF SHEETS | STA. | TO STA.

F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
	25-00148-00-RS	LAKE	61	61
	PD-06	CONTRACT NO.		
	ILLINOIS FED. AID PROJECT			



Place end-post (stake) of first silt fence adjacent to end-post (stake) of second silt fence with fabric positioned as shown.

STEP 1

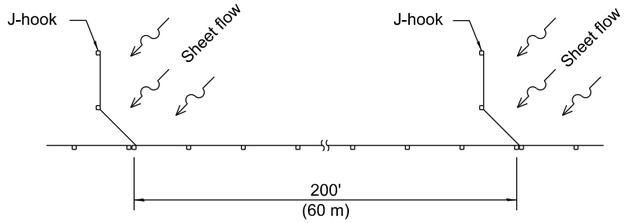


Rotate posts (stakes) together 180° clockwise and drive both posts (stakes) 18 (450) into ground.

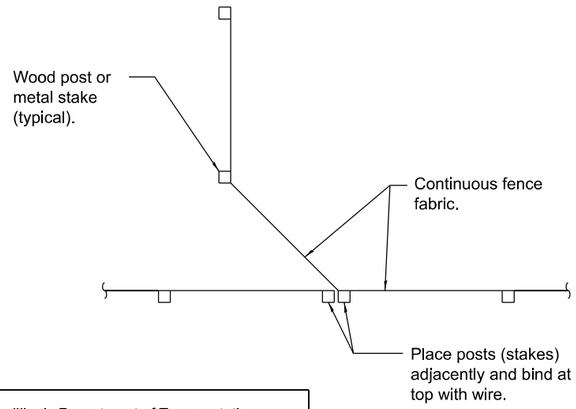
STEP 2

ATTACHING TWO SILT FILTER FENCES

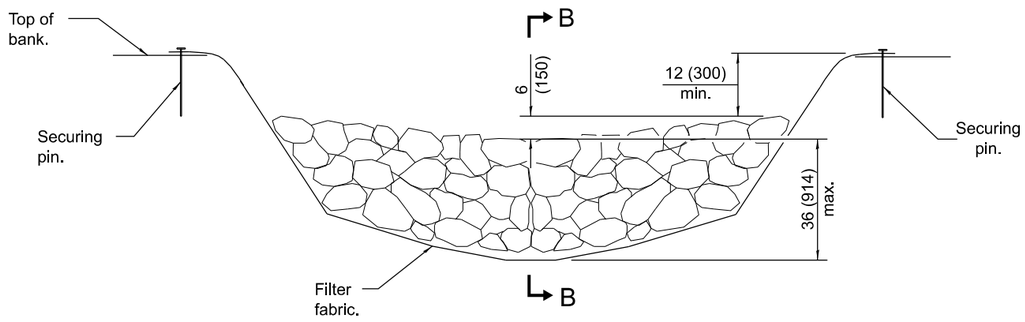
(Not applicable for J-hooks)



SILT FILTER J-HOOK PLACEMENT

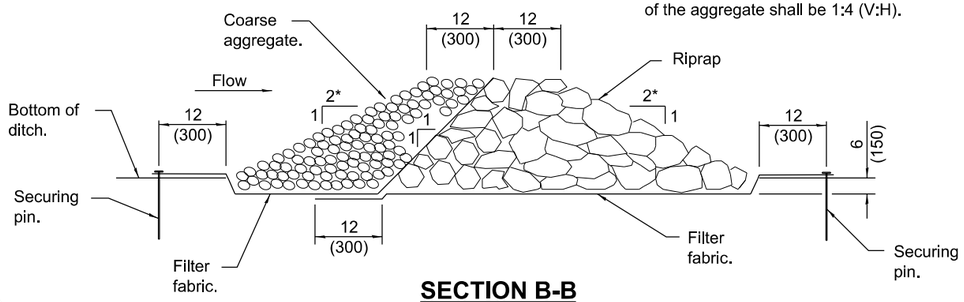


J-HOOK



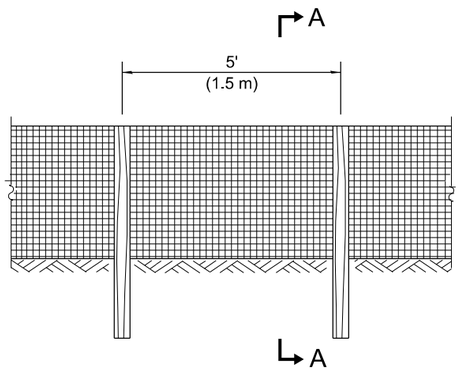
ELEVATION

* When the ditch check is within the clear zone and the road is open to traffic, the traffic approach slope of the aggregate shall be 1:4 (V:H).



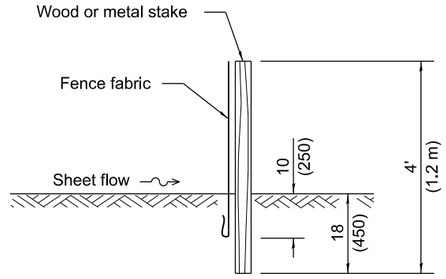
SECTION B-B

AGGREGATE DITCH CHECK

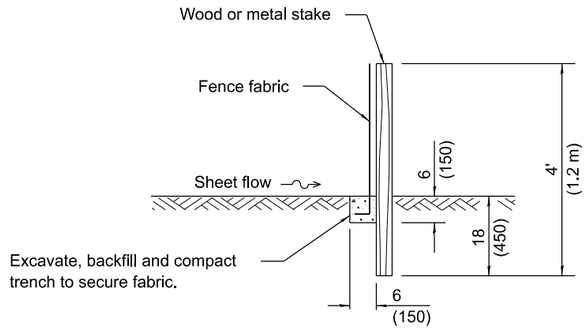


ELEVATION

SILT FILTER FENCE AS A PERIMETER EROSION BARRIER



SLICE METHOD



TRENCH METHOD

SECTION A-A

GENERAL NOTES

The installation details and dimensions shown for perimeter erosion barriers shall also apply for inlet and pipe protection.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

APPROVED January 1, 2013
Michael Brand
ENGINEER OF POLICY AND PROCEDURES

APPROVED January 1, 2013
ENGINEER OF DESIGN AND ENVIRONMENT

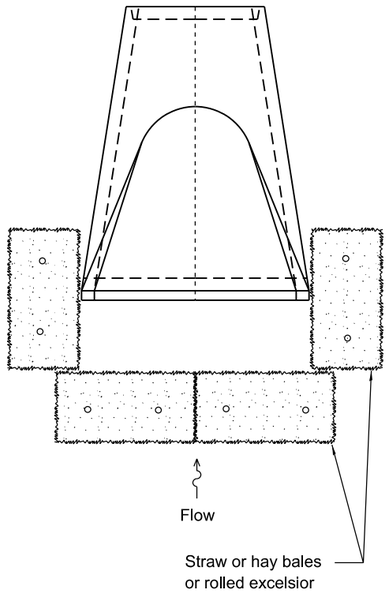
ISSUED 1-1-97

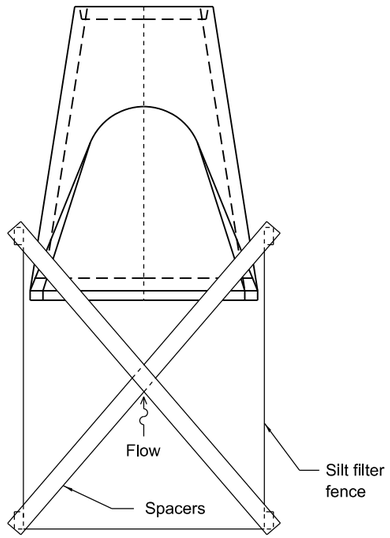
DATE	REVISIONS
1-1-13	Corrected notation for flowline (℄)
	on SEDIMENT BASIN ELEVATION
1-1-12	Omitted hay/straw perimeter barrier.
	Added SLICE METHOD to
	SECTION A-A

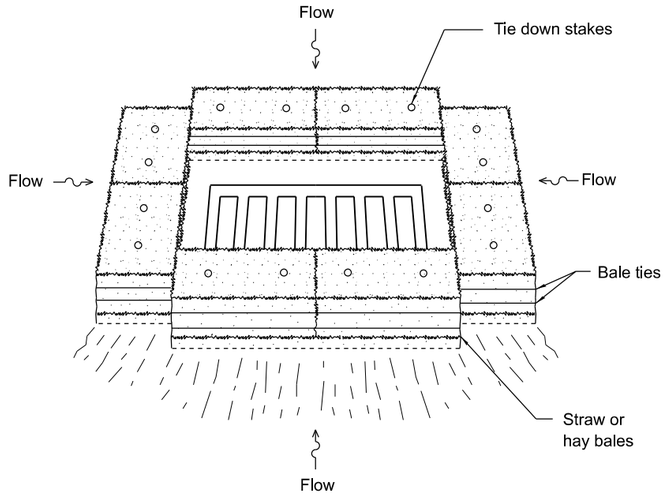
TEMPORARY EROSION CONTROL SYSTEMS

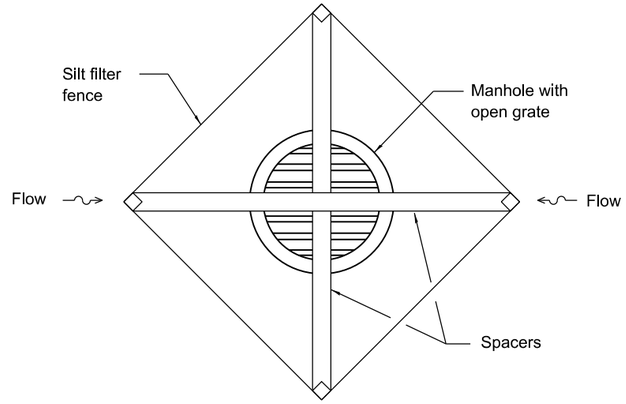
(Sheet 1 of 2)

STANDARD 280001-07

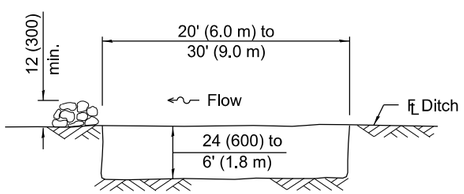






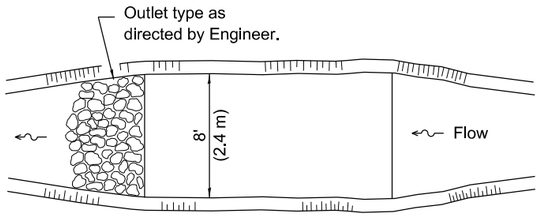


INLET AND PIPE PROTECTION



The performance of the basin will improve if put into a series.

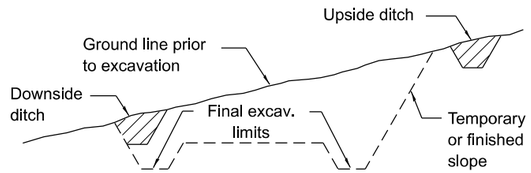
ELEVATION



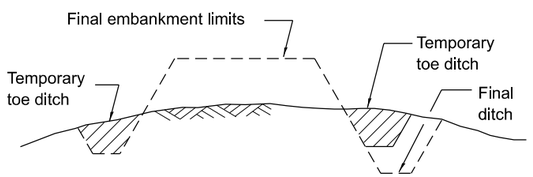
The long dimension should be parallel with the direction of the flow. Accumulated silt shall be removed anytime the basins become 75% filled.

PLAN

SEDIMENT BASIN



TYPICAL CUT CROSS-SECTION



TYPICAL FILL CROSS-SECTION

TEMPORARY DITCHES FOR CUT & FILL SECTIONS

Illinois Department of Transportation

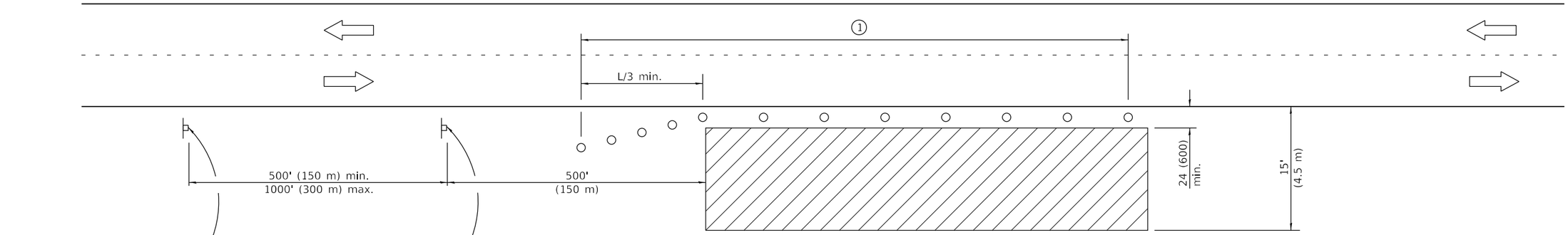
APPROVED January 1, 2013
Michael Brand
ENGINEER OF POLICY AND PROCEDURES
APPROVED January 1, 2013
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

TEMPORARY EROSION CONTROL SYSTMES

(Sheet 2 of 2)

STANDARD 280001-07



For contract construction projects



W20-I103(0)-48



W21-1(0)-48

For maintenance and utility projects



W20-1(0)-48

TYPICAL APPLICATIONS

Utility operations
Culvert extensions
Side slope changes
Guardrail installation and maintenance
Delineator installation
Landscaping operations
Shoulder repair
Sign installation and maintenance

SYMBOLS

Work area

Sign

Cone, drum or barricade

① When the work operation exceeds one hour, cones, drums or barricades shall be placed at 25' (8 m) centers for L/3 distance, and at 50' (15 m) centers through the remainder of the work area.

GENERAL NOTES

This Standard is used where any vehicles, equipment, workers or their activities will encroach in the area 15' (4.5 m) to 24 (600) from the edge of pavement.

Calculate L as follows:

SPEED LIMIT	FORMULAS	
	English	(Metric)
40 mph (70 km/h) or less:	$L=\frac{WS^2}{60}$	$L=\frac{WS^2}{150}$
45 mph (80 km/h) or greater:	L=(W)(S)	L=0.65(W)(S)

W = Width of offset in feet (meters).

S = Normal posted speed mph (km/h).

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

PASSED January 1. 2014
ENGINEER OF SAFETY ENGINEERING

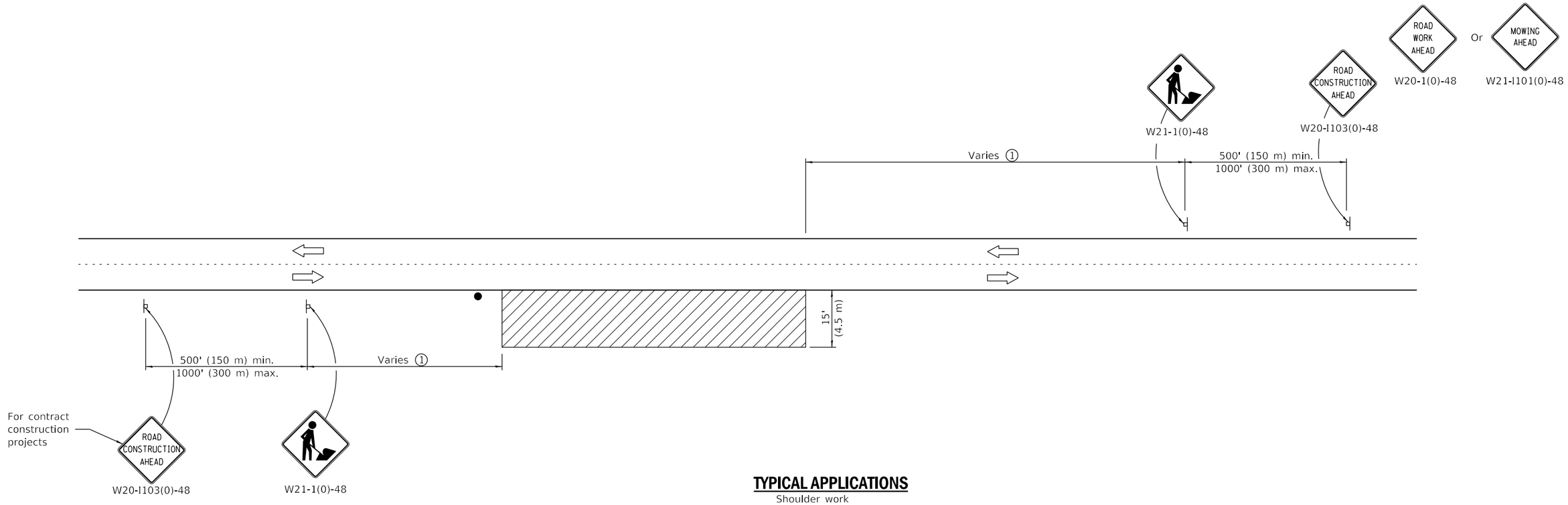
APPROVED January 1. 2014
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

DATE	REVISIONS
1-1-14	Revised workers sign
	number to agree with
	current MUTCD.
1-1-13	Omitted text 'WORKERS'
	sign.

OFF-RD OPERATIONS, 2L, 2W, 15' (4.5 m) TO 24" (600 mm) FROM PAVEMENT EDGE

STANDARD 701006-05



TYPICAL APPLICATIONS

Shoulder work
Utility operations

(1) Minimum distance is 200' (60 m). Maximum distance to be determined by the Engineer but should not exceed ½ the length required for one normal working day's operation, or 4 miles (6.4 km) whichever is less.

SYMBOLS

Work area

Sign

Flagger with traffic control sign when required

GENERAL NOTES

This Standard is used where at any time, any vehicle, equipment. workers or their activities require an intermittent or continuous moving operation on the shoulder, where the average speed is 1 mph (2 km/h) or less.

When the work operation does not exceed 60 minutes, traffic control may be according to Standard 701301.

All dimensions are in inches (millimeters) unless otherwise shown.

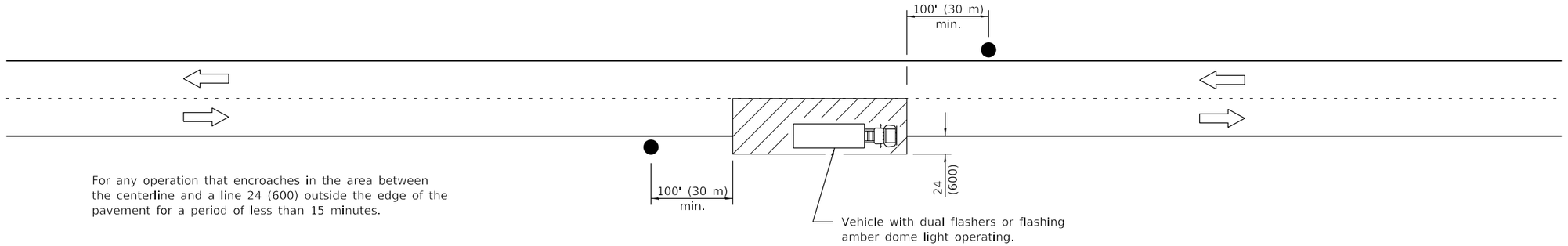
Illinois Department of Transportation

PASSED January 1, 2014
ENGINEER OF SAFETY ENGINEERING
APPROVED January 1, 2014
ENGINEER OF DESIGN AND ENVIRONMENT
ISSUED 1-1-97

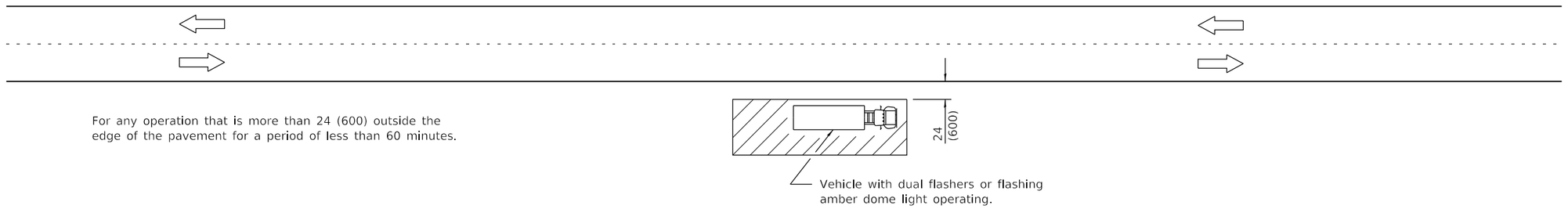
DATE	REVISIONS
1-1-14	Revised workers sign
	number to agree with
	current MUTCD.
1-1-13	Omitted text 'WORKERS'
	sign.

OFF-RD MOVING OPERATIONS, 2L, 2W, DAY ONLY

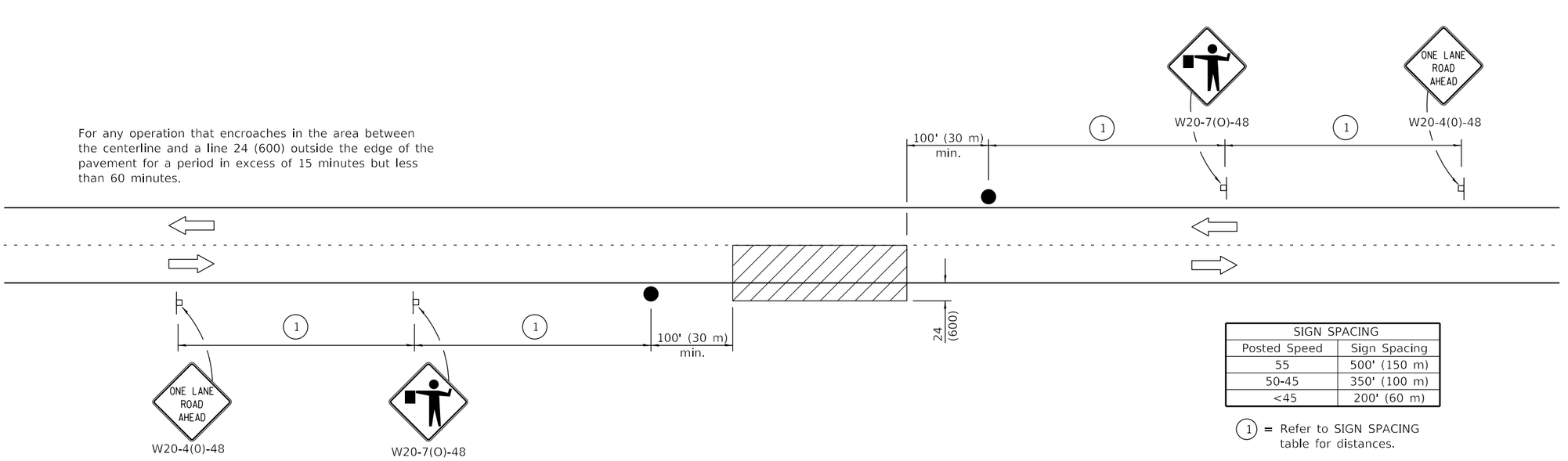
STANDARD 701011-04



For any operation that encroaches in the area between the centerline and a line 24 (600) outside the edge of the pavement for a period of less than 15 minutes.



For any operation that is more than 24 (600) outside the edge of the pavement for a period of less than 60 minutes.



For any operation that encroaches in the area between the centerline and a line 24 (600) outside the edge of the pavement for a period in excess of 15 minutes but less than 60 minutes.

SIGN SPACING	
Posted Speed	Sign Spacing
55	500' (150 m)
50-45	350' (100 m)
<45	200' (60 m)

(1) = Refer to SIGN SPACING table for distances.

TYPICAL APPLICATIONS

Marking patches
Field survey
String line
Utility operations
Cleaning up debris on pavement

SYMBOLS

Work area

Sign on portable or permanent support

Flagger with traffic control sign

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

PASSED January 1, 2011
ENGINEER OF SAFETY ENGINEERING

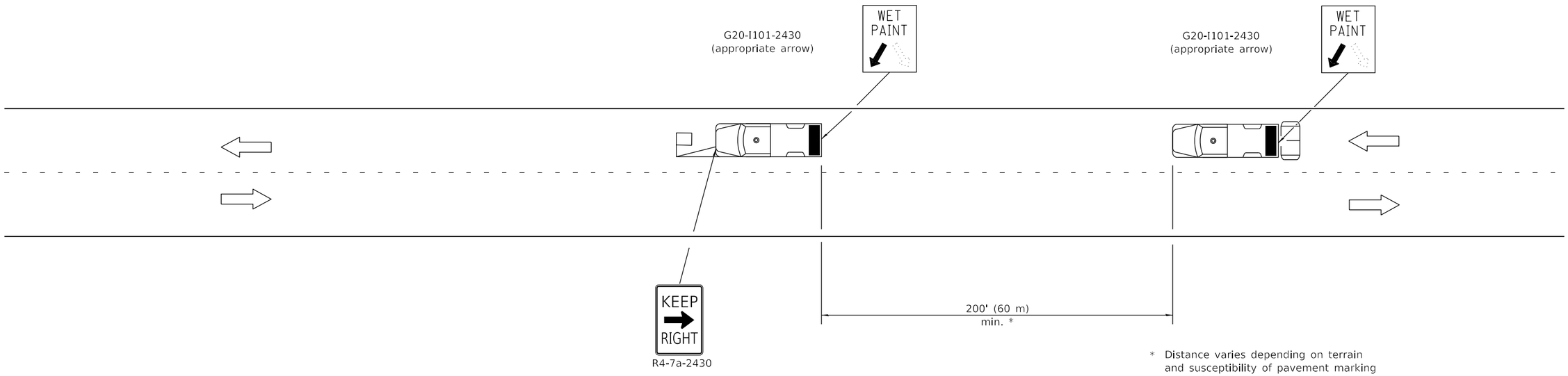
APPROVED January 1, 2011
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

DATE	REVISIONS
1-1-11	Revised flagger sign.
1-1-09	Switched units to
	English (metric).

LANE CLOSURE, 2L, 2W, SHORT TIME OPERATIONS

STANDARD 701301-04



* Distance varies depending on terrain and susceptibility of pavement marking or crack sealant to wheel tracking.

TYPICAL APPLICATIONS

Landscaping work
Utility work
Pavement marking
Weed spraying
Roadometer measurements
Debris cleanup
Crack pouring

SYMBOLS

Arrow board (Hazard Mode only)

Truck with headlights, emergency flashers and flashing amber light. (visible from all directions)

18x18 (450x450) min. orange flag (use when guide wheel is used)

Truck mounted attenuator

GENERAL NOTES

This Standard is used where any vehicle, equipment, workers or their activities will require a continuous moving operation where the average speed is greater than 3 mph (5 km/h).

For shoulder operations not encroaching on the pavement, use DETAIL A, Standard 701426.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

PASSED January 1, 2009
ENGINEER OF OPERATIONS

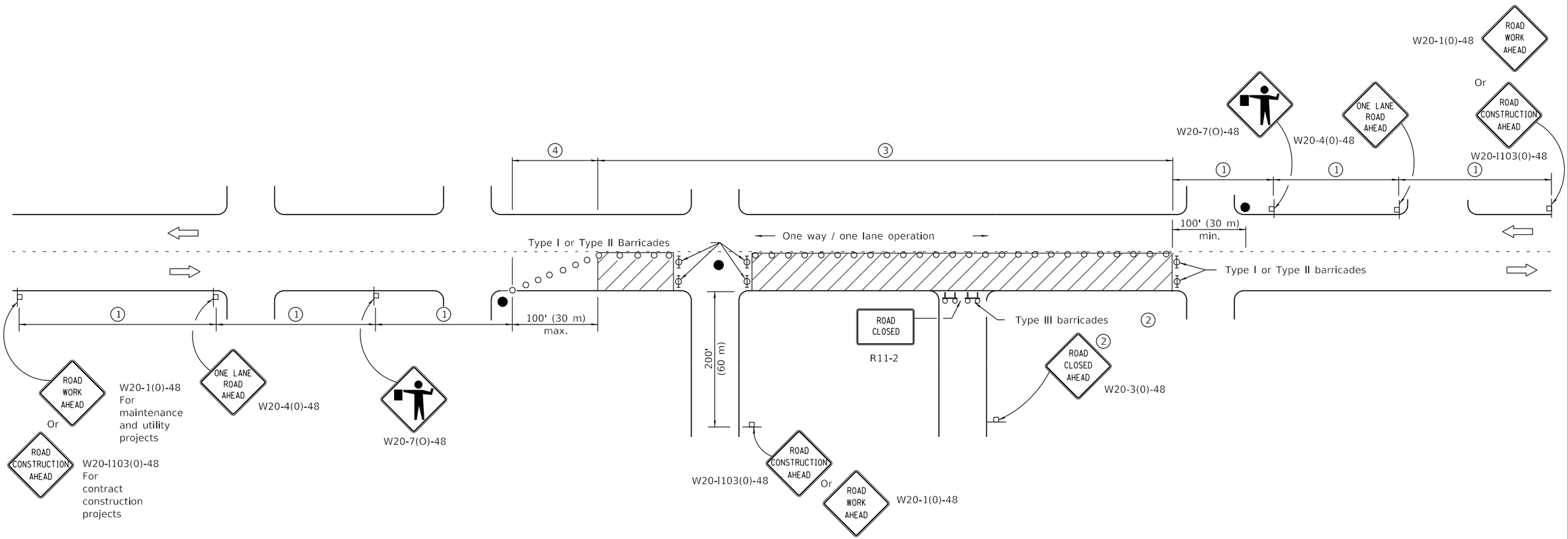
APPROVED January 1, 2009
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

DATE	REVISIONS
1-1-09	Switched units to
	English (metric). Omitted
	Pass With Care sign.
1-1-00	Elim. speed restrictions
	in Standard title.

LANE CLOSURE 2L, 2W MOVING OPERATIONS- DAY ONLY

STANDARD 701311-03



SIGN SPACING	
Posted Speed	Sign Spacing
55	500' (150 m)
50-45	350' (100 m)
<45	200' (60 m)

SYMBOLS

- Work area
- Cone, drum or barricade (not required for moving operations)
- Sign on portable or permanent support
- Flagger with traffic control sign
- Barricade or drum with flashing light
- Type III barricade with flashing lights

(1) Refer to SIGN SPACING TABLE for distances.

(2) For approved sideroad closures.

(3) Cones at 25' (8 m) centers for 250' (75 m). Additional cones may be placed at 50' (15 m) centers. When drums or Type I or Type II barricades are used. the interval between devices may be doubled.

(4) Cones, drums or barricades at 20' (6 m) centers.

GENERAL NOTES

This Standard is used where at any time, day or night, any vehicle, equipment, workers or their activities encroach on the pavement requiring the closure of one traffic lane in an urban area.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

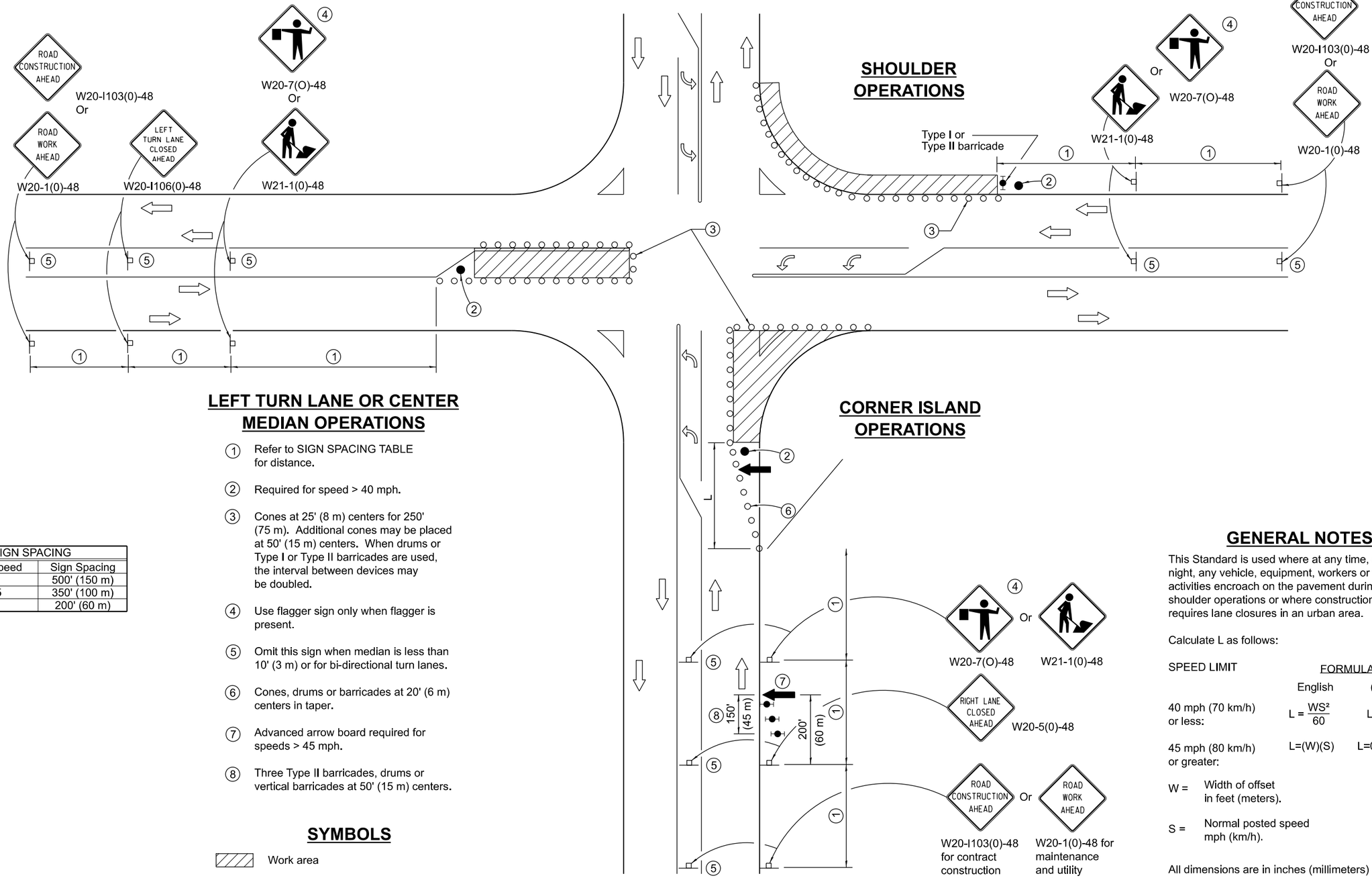
PASSED January 1, 2011
ENGINEER OF SAFETY ENGINEERING
APPROVED January 1, 2011
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

DATE	REVISIONS
1-1-11	Revised flagger sign.
1-1-09	Switched units to
	English (metric).
	Corrected sign No.'s.

URBAN LANE CLOSURE, 2L, 2W, UNDIVIDED

STANDARD 701501-06



LEFT TURN LANE OR CENTER MEDIAN OPERATIONS

(1) Refer to SIGN SPACING TABLE for distance.

(2) Required for speed > 40 mph.

(3) Cones at 25' (8 m) centers for 250' (75 m). Additional cones may be placed at 50' (15 m) centers. When drums or Type I or Type II barricades are used, the interval between devices may be doubled.

(4) Use flagger sign only when flagger is present.

(5) Omit this sign when median is less than 10' (3 m) or for bi-directional turn lanes.

(6) Cones, drums or barricades at 20' (6 m) centers in taper.

(7) Advanced arrow board required for speeds > 45 mph.

(8) Three Type II barricades, drums or vertical barricades at 50' (15 m) centers.

SIGN SPACING	
Posted Speed	Sign Spacing
55	500' (150 m)
50-45	350' (100 m)
<45	200' (60 m)

SYMBOLS

- Work area
- Cone, drum or barricade
- Sign on portable or permanent support
- Arrow board
- Barricade or drum with flashing light
- Flagger with traffic control sign

GENERAL NOTES

This Standard is used where at any time, day or night, any vehicle, equipment, workers or their activities encroach on the pavement during shoulder operations or where construction requires lane closures in an urban area.

Calculate L as follows:

SPEED LIMIT	FORMULAS	
	English	(Metric)
40 mph (70 km/h) or less:	$L = \frac{WS^2}{60}$	$L = \frac{WS^2}{150}$
45 mph (80 km/h) or greater:	L=(W)(S)	L=0.65(W)(S)

W = Width of offset in feet (meters).

S = Normal posted speed mph (km/h).

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

APPROVED April 1, 2016
ENGINEER OF SAFETY ENGINEERING

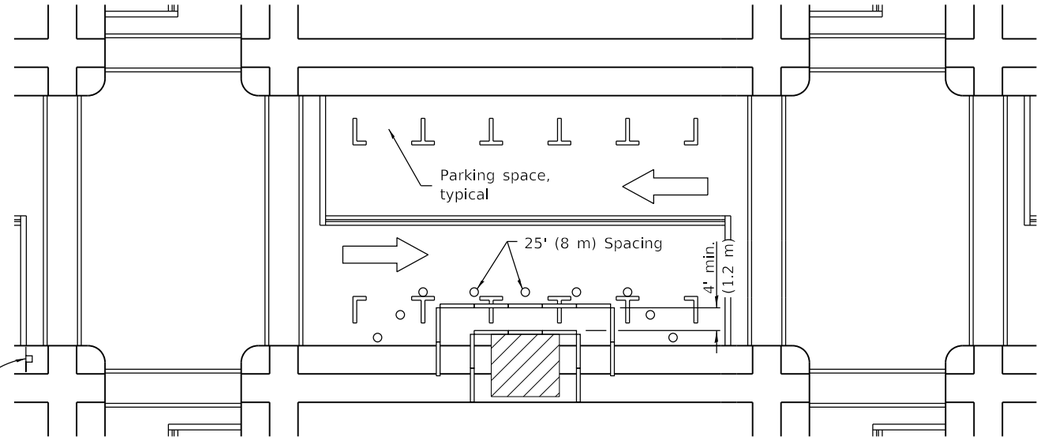
APPROVED April 1, 2016
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

DATE	REVISIONS
4-1-16	Corrected sign number for LEFT
	TURN LANE CLOSED AHEAD.
1-1-14	Added devices at arrow board
	upstream from taper. Revised
	workers sign number.

URBAN LANE CLOSURE, MULTILANE INTERSECTION

STANDARD 701701-10



① ROAD CONSTRUCTION AHEAD — W20-I103(0)-48 for contract construction projects

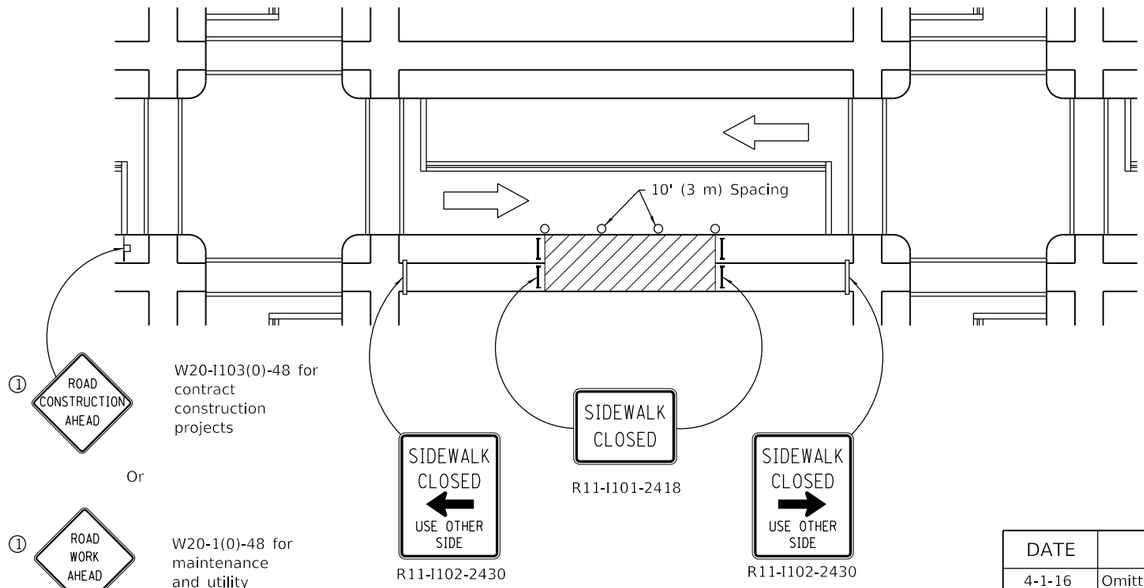
Or

① ROAD WORK AHEAD — W20-1(0)-48 for maintenance and utility projects

SIDEWALK DIVERSION

SYMBOLS

- Work area
- Sign on portable or permanent support
- Barricade or drum
- Cone, drum or barricade
- Type III barricade
- Detectable pedestrian channelizing barricade



① ROAD CONSTRUCTION AHEAD — W20-I103(0)-48 for contract construction projects

Or

① ROAD WORK AHEAD — W20-1(0)-48 for maintenance and utility projects

SIDEWALK CLOSURE

① Omit whenever duplicated by road work traffic control.

GENERAL NOTES

This Standard is used where, at any time, pedestrian traffic must be rerouted due to work being performed.

This Standard must be used in conjunction with other Traffic Control & Protection Standards when roadway traffic is affected.

Temporary facilities shall be detectable and accessible.

The temporary pedestrian facilities shall be provided on the same side of the closed facilities whenever possible.

The SIDEWALK CLOSED / USE OTHER SIDE sign shall be placed at the nearest crosswalk or intersection to each end of the closure. Where the closure occurs at a corner, the signs shall be erected on the corners across the street from the closure. The SIDEWALK CLOSED signs shall be used at the ends of the actual closures.

Type III barricades and R11-2-4830 signs shall be positioned as shown in "ROAD CLOSED TO ALL TRAFFIC" detail on Standard 701901.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

PASSED April 1, 2016
ENGINEER OF SAFETY ENGINEERING

APPROVED April 1, 2016
ENGINEER OF DESIGN AND ENVIRONMENT

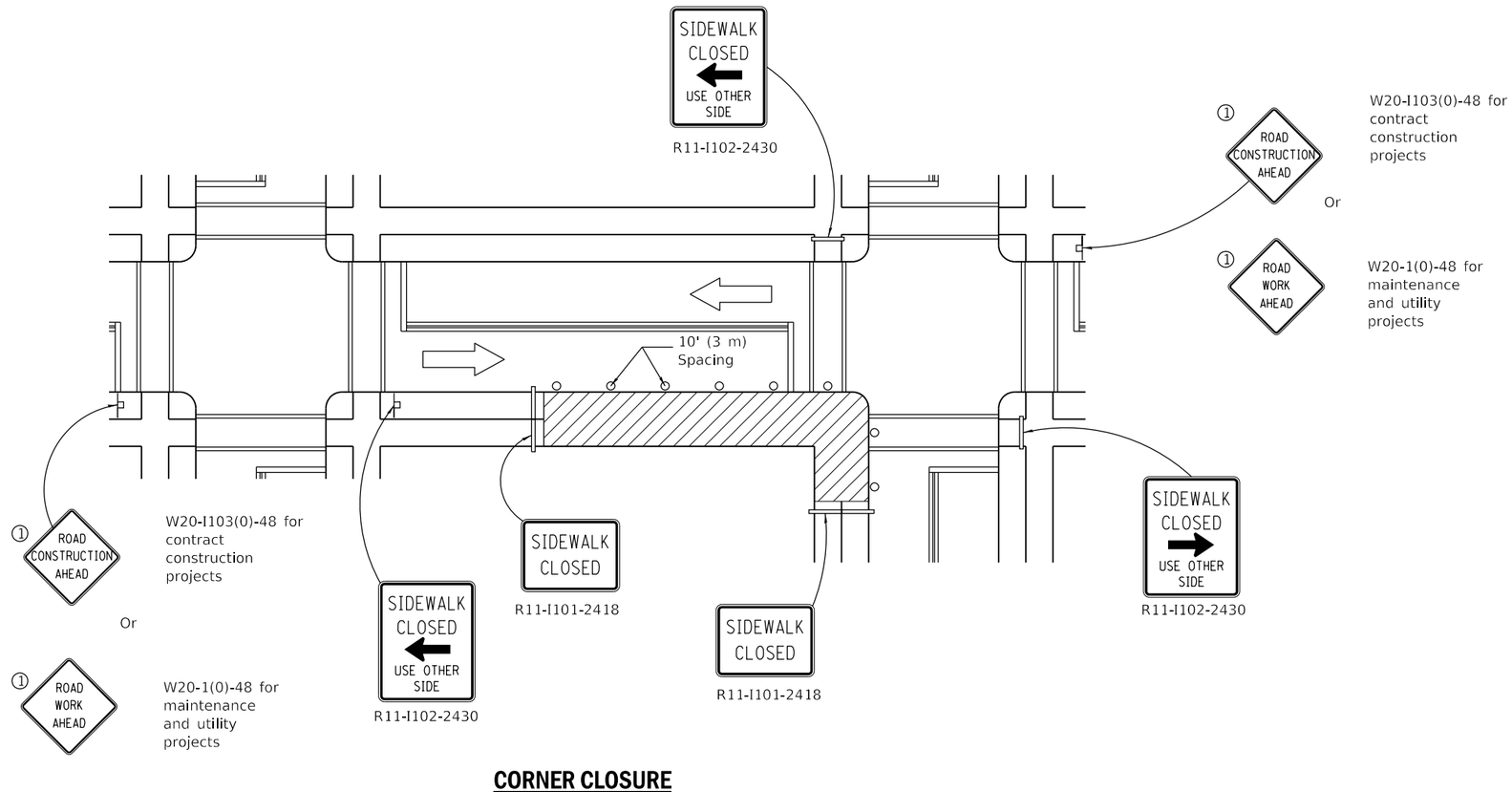
ISSUED 1-1-97

DATE	REVISIONS
4-1-16	Omitted orange safety fence
	from standard as this is
	covered in the std. spec.
1-1-12	Added SIDEWALK DIVERSION.
	Modified appearance of
	plan views. Renamed Std.

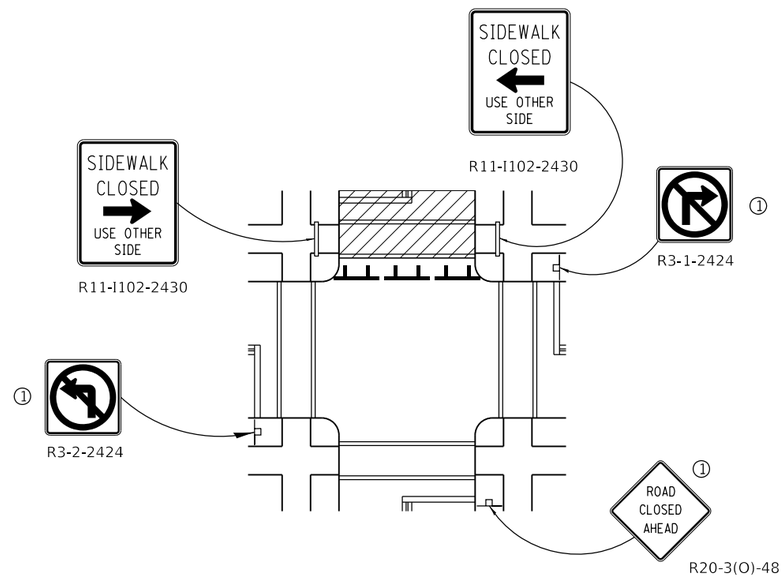
SIDEWALK, CORNER OR CROSSWALK CLOSURE

(Sheet 1 of 2)

STANDARD 701801-06



CORNER CLOSURE



CROSSWALK CLOSURE

Illinois Department of Transportation

PASSED April 1, 2016
ENGINEER OF SAFETY ENGINEERING

APPROVED April 1, 2016
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

SIDEWALK, CORNER OR CROSSWALK CLOSURE

(Sheet 2 of 2)

STANDARD 701801-06

REINFORCEMENT BARS - ENGLISH (METRIC)

Bar Size English (metric)	Dia. in. mm	Cross-Sectional Area sq. in. (sq. mm)	Weight lbs./ft. kg/m	SPACING, in. (mm)													
				4 (100)	4½ (115)	5 (125)	5½ (140)	6 (150)	6½ (165)	7 (175)	7½ (190)	8 (200)	8½ (215)	9 (225)	10 (250)	11 (275)	12 (300)
				AREA OF STEEL PER FOOT (METER), sq. in. (sq. mm)													
3 (10)	0.375 (9.5)	0.110 (71)	0.376 (0.560)	0.330 (710)	0.293 (617)	0.264 (568)	0.240 (507)	0.220 (473)	0.203 (430)	0.189 (406)	0.176 (374)	0.165 (355)	0.155 (330)	0.147 (316)	0.132 (284)	0.120 (258)	0.110 (237)
4 (13)	0.500 (12.7)	0.196 (129)	0.668 (0.944)	0.588 (1290)	0.523 (1122)	0.470 (1032)	0.428 (921)	0.392 (860)	0.362 (782)	0.336 (737)	0.314 (679)	0.294 (645)	0.277 (600)	0.261 (573)	0.235 (516)	0.214 (469)	0.196 (430)
5 (16)	0.625 (15.9)	0.307 (199)	1.043 (1.552)	0.921 (1990)	0.819 (1730)	0.737 (1592)	0.670 (1421)	0.614 (1327)	0.567 (1206)	0.526 (1137)	0.491 (1047)	0.461 (995)	0.433 (926)	0.409 (884)	0.368 (796)	0.335 (724)	0.307 (663)
6 (19)	0.750 (19.1)	0.442 (284)	1.502 (2.235)	1.326 (2840)	1.179 (2470)	1.061 (2272)	0.964 (2029)	0.884 (1893)	0.816 (1721)	0.758 (1623)	0.707 (1495)	0.663 (1420)	0.624 (1321)	0.589 (1262)	0.530 (1136)	0.482 (1033)	0.442 (947)
7 (22)	0.875 (22.2)	0.601 (387)	2.044 (3.042)	1.803 (3870)	1.603 (3365)	1.442 (3096)	1.311 (2764)	1.202 (2580)	1.110 (2345)	1.030 (2211)	0.962 (2037)	0.902 (1935)	0.848 (1800)	0.801 (1720)	0.721 (1548)	0.656 (1407)	0.601 (1290)
8 (25)	1.000 (25.4)	0.785 (510)	2.670 (3.973)	2.355 (5100)	2.093 (4435)	1.884 (4080)	1.713 (3543)	1.570 (3400)	1.449 (3091)	1.346 (2914)	1.256 (2684)	1.178 (2550)	1.108 (2372)	1.047 (2267)	0.942 (2040)	0.856 (1855)	0.785 (1700)
9 (29)	1.128 (28.7)	1.000 (645)	3.400 (5.060)	3.000 (6450)	2.667 (5609)	2.400 (5160)	2.182 (4607)	2.000 (4300)	1.846 (3909)	1.714 (3686)	1.600 (3395)	1.500 (3225)	1.412 (3000)	1.333 (2867)	1.200 (2580)	1.091 (2345)	1.000 (2150)
10 (32)	1.270 (32.3)	1.267 (819)	4.303 (6.404)	3.801 (8190)	3.379 (7122)	3.041 (6552)	2.764 (5850)	2.534 (5460)	2.339 (4964)	2.172 (4680)	2.027 (4311)	1.901 (4095)	1.789 (3809)	1.689 (3640)	1.520 (3276)	1.382 (2978)	1.267 (2730)
11 (36)	1.410 (35.8)	1.561 (1006)	5.313 (7.907)	4.683 (10060)	4.163 (8748)	3.746 (8048)	3.406 (7186)	3.122 (6707)	2.882 (6097)	2.676 (5749)	2.498 (5295)	2.342 (5030)	2.204 (4679)	2.081 (4471)	1.873 (4024)	1.703 (3658)	1.561 (3353)

Illinois Department of Transportation

PASSED January 1, 2009

ENGINEER OF POLICY AND PROCEDURES

APPROVED January 1, 2009

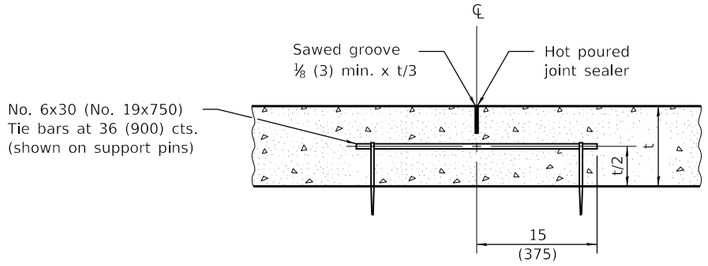
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

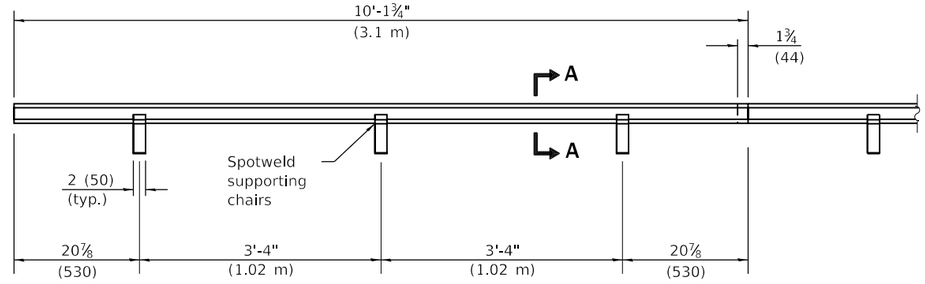
DATE	REVISIONS
1-1-09	Switched units to
	English (metric).
1-1-07	Deleted metric table.
	Soft converted English
	table.

AREAS OF REINFORCEMENT BARS

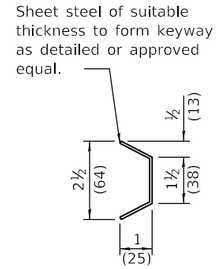
STANDARD 001001-02



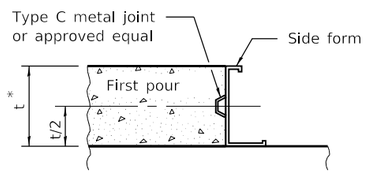
LONGITUDINAL SAWED JOINT



TYPE C METAL JOINT

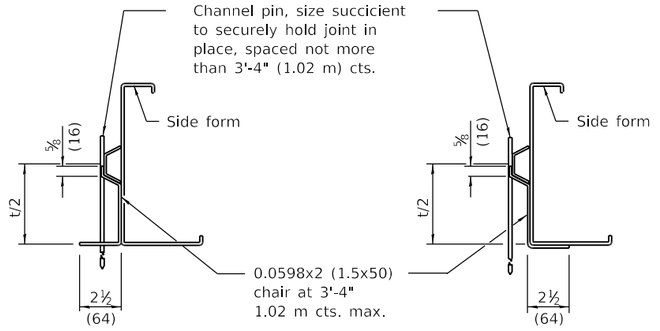


SECTION A-A



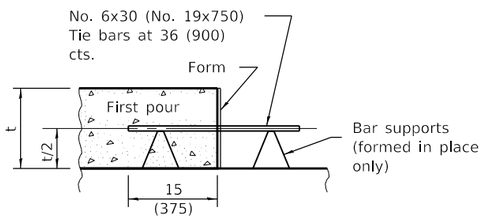
LONGITUDINAL KEYED JOINT

* 8 (203) min. pavement thickness for keyed joints.



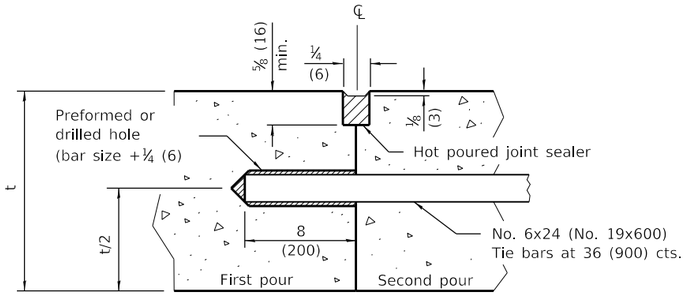
SUPPORTING CHAIR ALTERNATE

SUPPORTING CHAIR ALTERNATE



LONGITUDINAL CONSTRUCTION JOINT

(TIE BAR FORMED IN PLACE
OR MECHANICALLY INSERTED)



LONGITUDINAL CONSTRUCTION JOINT

(TIE BAR GROUTED IN PLACE)

GENERAL NOTES

All slope ratios are expressed as units of vertical displacement to units of horizontal displacement (V:H).

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

PASSED January 1, 2022
Michael Briand
ENGINEER OF POLICY AND PROCEDURES
APPROVED January 1, 2022
ENGINEER OF DESIGN AND ENVIRONMENT

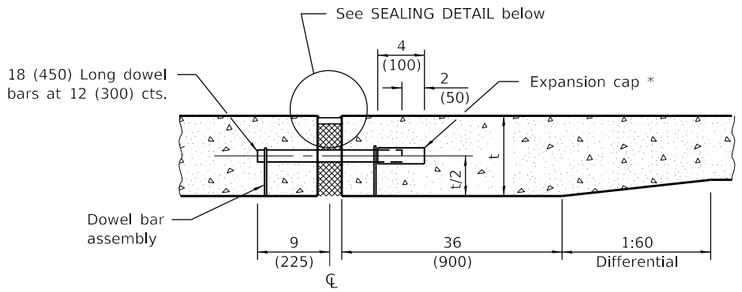
ISSUED 1-1-97

DATE	REVISIONS
1-1-22	Revised DOWEL BAR TABLE
	on Sheet 2.
1-1-18	Changed tie bar spacing
	to 36 (900) cts. Revised
	DOWEL BAR TABLE.

PAVEMENT JOINTS

(Sheet 1 of 2)

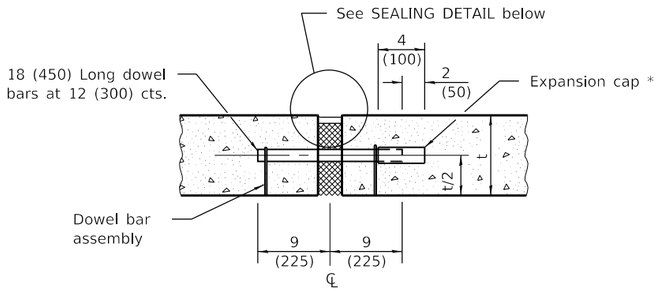
STANDARD 420001-10



TRANSVERSE EXPANSION JOINT

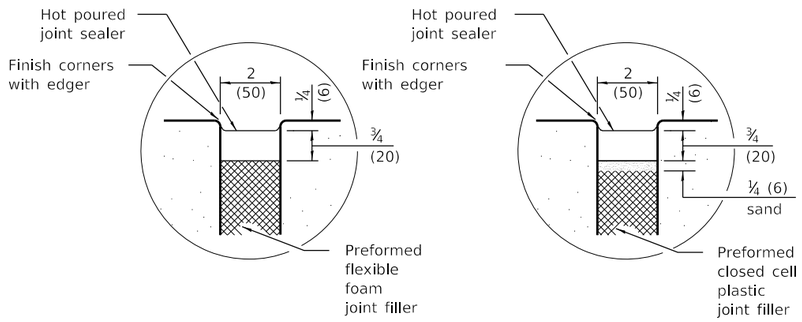
(FOR PAVEMENTS WITH UNEQUAL THICKNESS)

* Expansion caps shall be installed on the exposed end of each dowel bar once the header has been removed and the joint filler material has been installed.

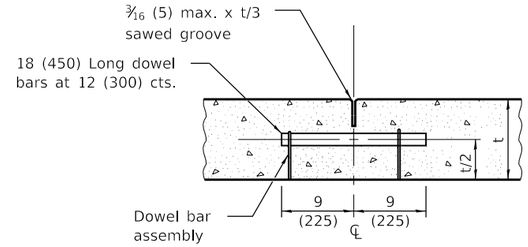


TRANSVERSE EXPANSION JOINT

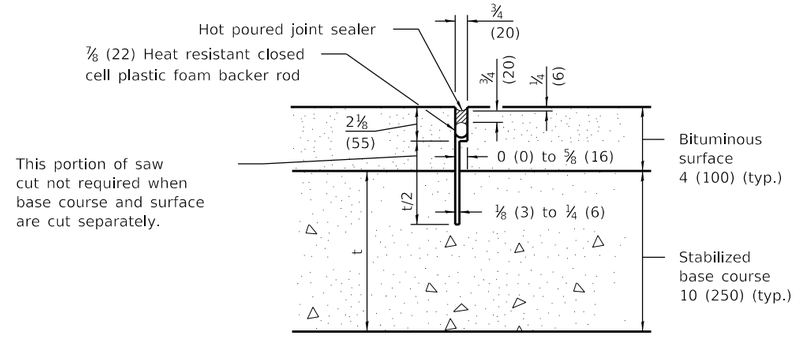
(FOR PAVEMENTS WITH EQUAL THICKNESS)



SEALING DETAIL



TRANSVERSE CONTRACTION JOINT



TRANSVERSE CONTRACTION JOINT

(FOR CAM, CFA AND LFA BASE COURSE MIXTURES)

DOWEL BAR TABLE	
PAVEMENT THICKNESS	DOWEL BAR DIAMETER
10 (250) and greater	1½ (38)
8.01 (201) thru 9.99 (249)	1¼ (32)
8 (200) and less	1 (25)

Illinois Department of Transportation

PASSED January 1, 2022
Michael Brand
ENGINEER OF POLICY AND PROCEDURES

APPROVED January 1, 2022
Scott Case
ENGINEER OF DESIGN AND ENVIRONMENT

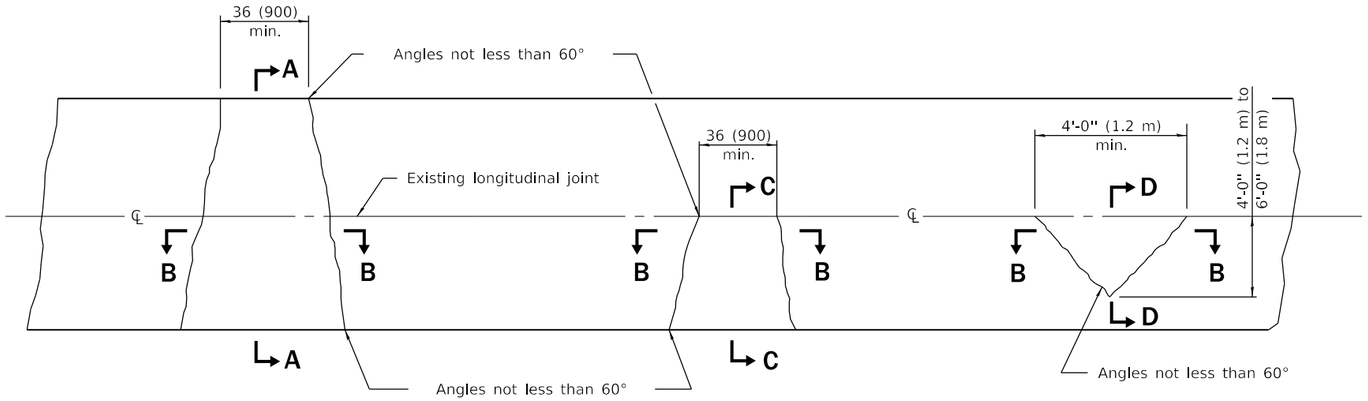
ISSUED 1-1-97

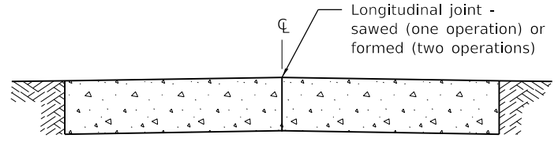
PAVEMENT JOINTS

(Sheet 2 of 2)

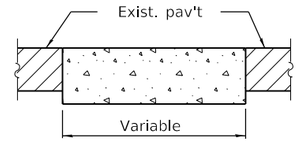
STANDARD 420001-10

CLASS C

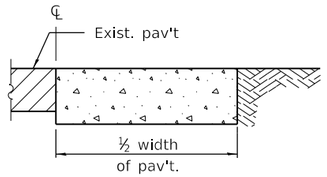




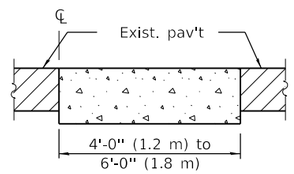
SECTION A-A



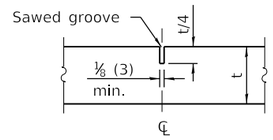
SECTION B-B



SECTION C-C



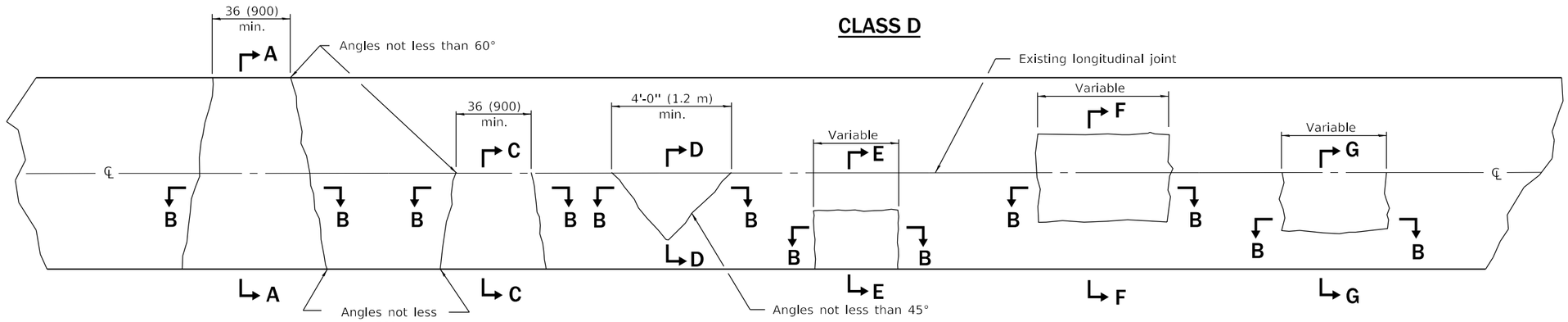
SECTION D-D

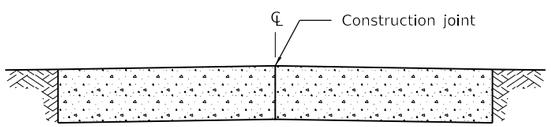


DETAIL OF SAWED CONTRACTION JOINT

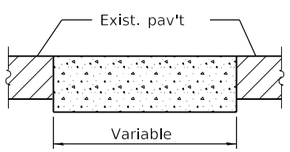
Note:
Longitudinal joints shall be as detailed on Standard 420001, except tie bars are not required for patches 20'-0" (6.0 m) or less in length.

CLASS D

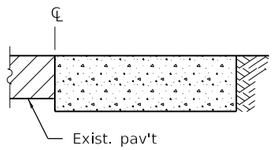




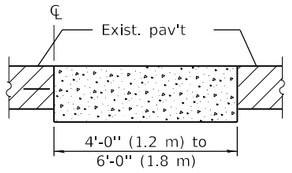
SECTION A-A
(Built in two operations)



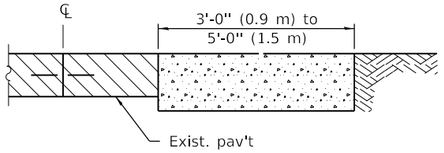
SECTION B-B



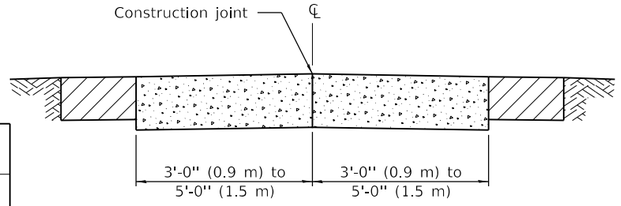
SECTION C-C



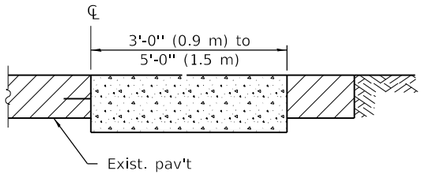
SECTION D-D



SECTION E-E



SECTION F-F
(Built in two operations)



SECTION G-G

GENERAL NOTES

Existing tie bars shall be either cut or removed. Marginal bars shall be cut.

All dimensions are in inches (millimeters) unless otherwise shown.

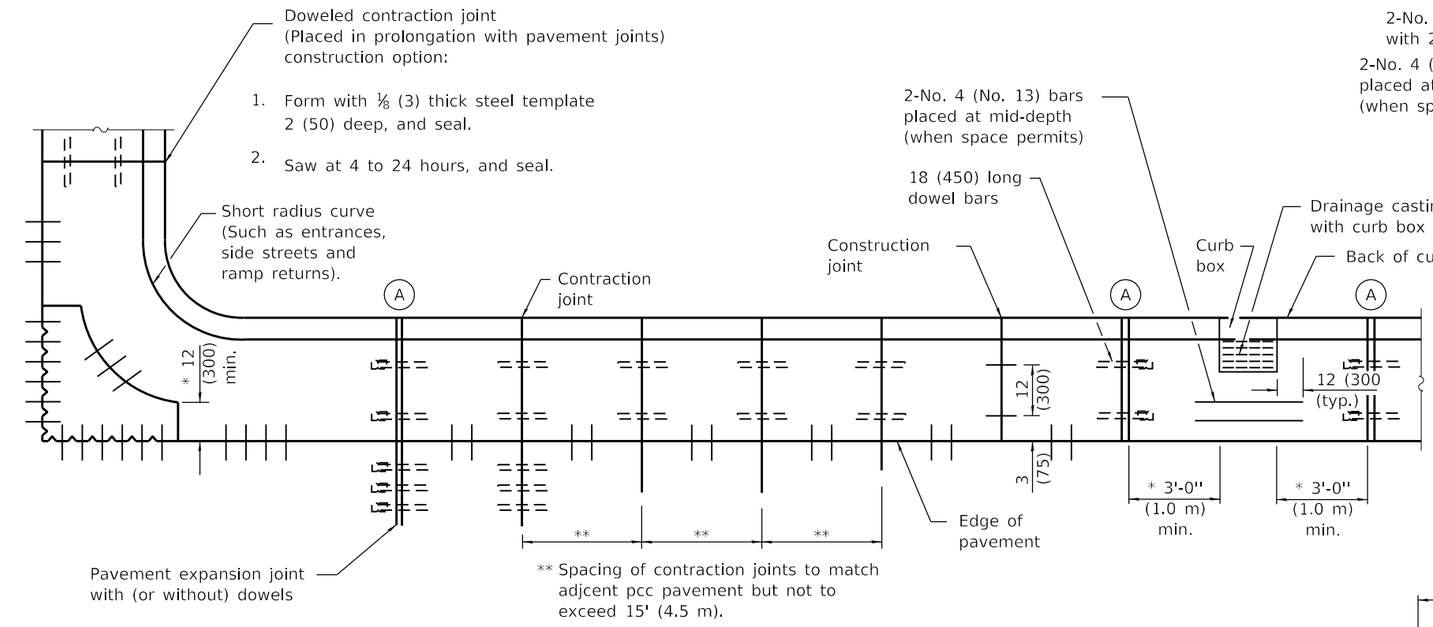
Illinois Department of Transportation

PASSED January 1, 2008
ENGINEER OF POLICY AND PROCEDURES
APPROVED January 1, 2008
ENGINEER OF DESIGN AND ENVIRONMENT
ISSUED 1-1-97

DATE	REVISIONS
1-1-08	Switched units to
	English (metric).
1-1-07	Revised Note for
	Class C patches.

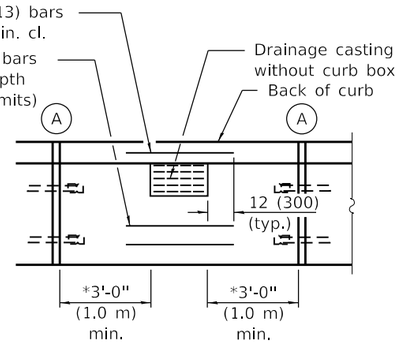
CLASS C and D PATCHES

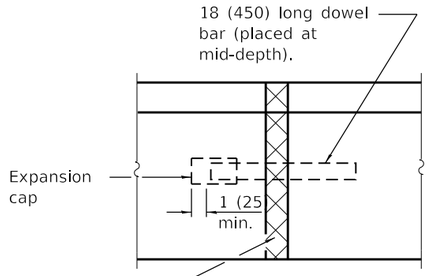
STANDARD 442201-03



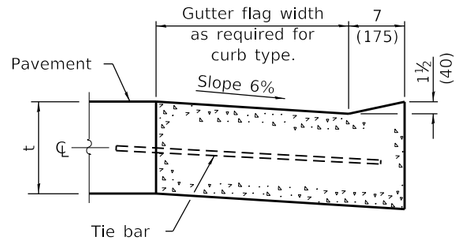
PLAN
ADJACENT TO PCC PAVEMENT OR PCC BASE COURSE

* This dimension shall be adjusted to align with joint on the adjacent pavement

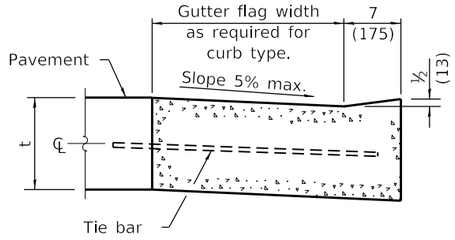




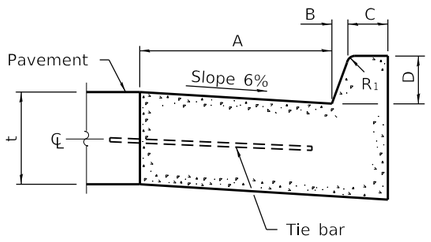
DETAIL (A) EXPANSION JOINT



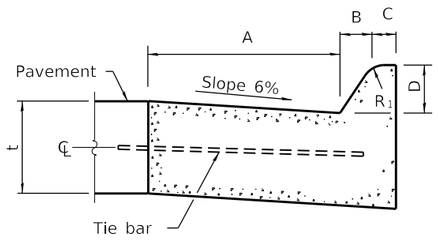
DEPRESSED CURB (TYPICAL)



DEPRESSED CURB ADJACENT TO CURB RAMP ACCESSIBLE TO THE DISABLED



BARRIER CURB



MOUNTABLE CURB

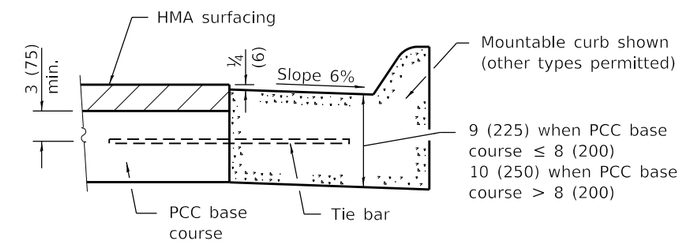
TABLE OF DIMENSIONS
BARRIER CURB

TYPE	A	B	C	D	R_1
B-6.06 * (B-15.15)	6 (150)	1 (25)	6 (150)	6 (150)	1 (25)
B-6.12 (B-15.3)	12 (300)	1 (25)	6 (150)	6 (150)	1 (25)
B-6.18 (B-15.45)	18 (450)	1 (25)	6 (150)	6 (150)	1 (25)
B-6.24 (B-15.60)	24 (600)	1 (25)	6 (150)	6 (150)	1 (25)
B-9.12 (B-22.30)	12 (300)	2 (50)	5 (125)	9 (225)	1 (25)
B-9.18 (B-22.45)	18 (450)	2 (50)	5 (125)	9 (225)	1 (25)
B-9.24 (B-22.60)	24 (600)	2 (50)	5 (125)	9 (225)	1 (25)

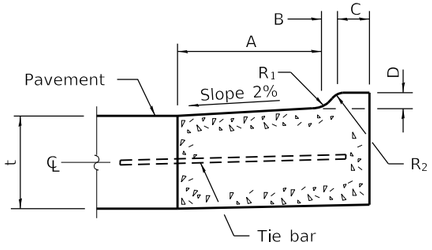
* For corner islands only.

TABLE OF DIMENSIONS
MOUNTABLE CURB

TYPE	A	B	C	D	R_1	R_2
M-2.06 (M-5.15)	6 (150)	2 (50)	4 (100)	2 (50)	3 (75)	2 (50)
M-2.12 (M-5.30)	12 (300)	2 (50)	4 (100)	2 (50)	3 (75)	2 (50)
M-4.06 (M-10.15)	6 (150)	4 (100)	3 (75)	4 (100)	3 (75)	NA
M-4.12 (M-10.30)	12 (300)	4 (100)	3 (75)	4 (100)	3 (75)	NA
M-4.18 (M-10.45)	18 (450)	4 (100)	3 (75)	4 (100)	3 (75)	NA
M-4.24 (M-10.60)	24 (600)	4 (100)	3 (75)	4 (100)	3 (75)	NA
M-6.06 (M-15.15)	6 (150)	6 (150)	2 (50)	6 (150)	2 (50)	NA
M-6.12 (M-15.30)	12 (300)	6 (150)	2 (50)	6 (150)	2 (50)	NA
M-6.18 (M-15.45)	18 (450)	6 (150)	2 (50)	6 (150)	2 (50)	NA
M-6.24 (M-15.60)	24 (600)	6 (150)	2 (50)	6 (150)	2 (50)	NA



ADJACENT TO PCC BASE COURSE WITH HMA SURFACING



M-2.06 (M-5.15) and M-2.12 (M-5.30)

GENERAL NOTES

The bottom slope of combination curb and gutter constructed adjacent to pcc pavement shall be the same slope as the subbase or 6% when subbase is omitted.

t = Thickness of pavement.

Longitudinal joint tie bars shall be No. 6 (No. 19) at 36 (900) centers in accordance with details for longitudinal construction joint shown on Standard 420001.

A minimum clearance of 2 (50) between the end of the tie bar and the back of the curb shall be maintained.

The dowel bars shown in contraction joints will only be required for monolithic construction.

See Standard 606301 for details of corner islands.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

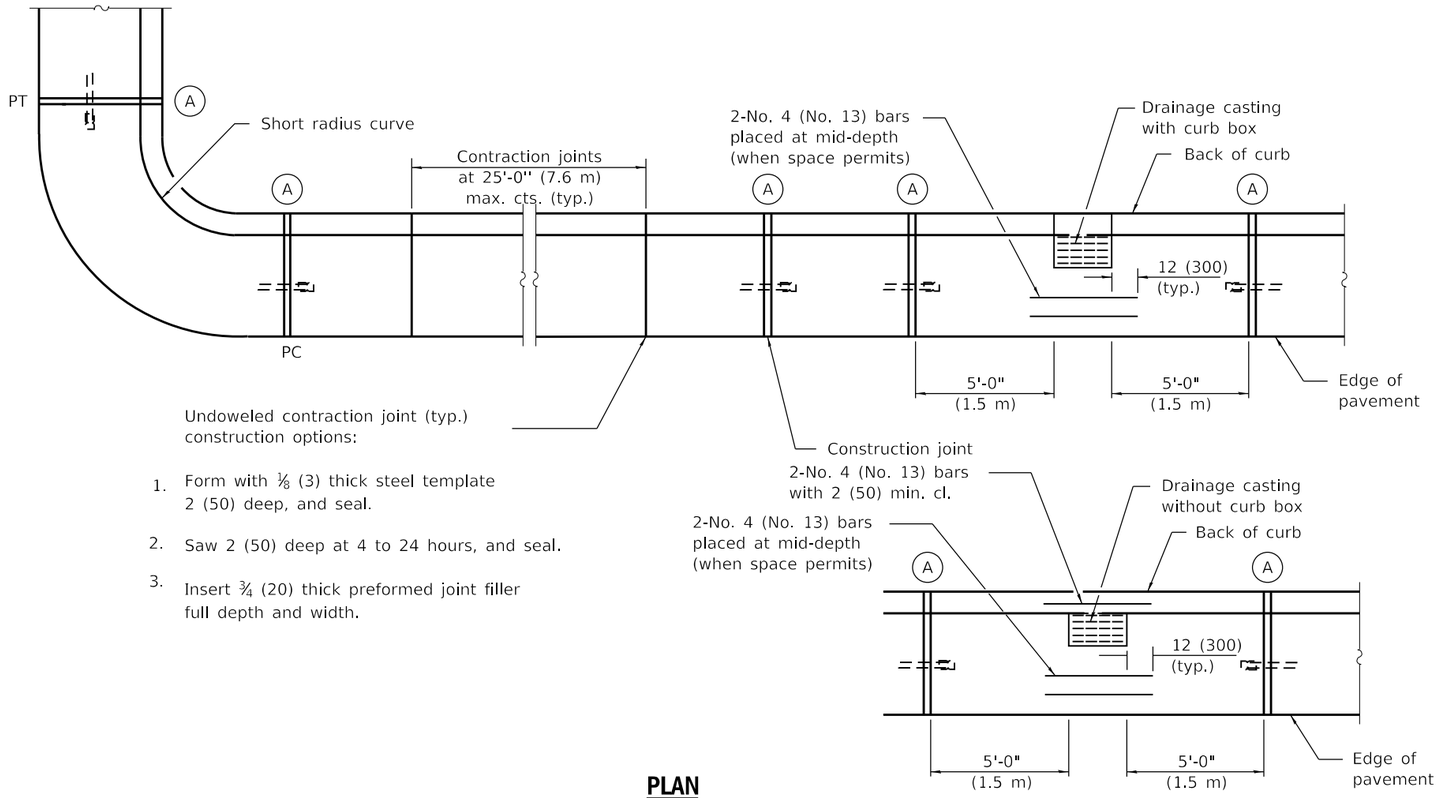
PASSED January 1, 2022
Michael Brand
ENGINEER OF POLICY AND PROCEDURES
APPROVED January 1, 2022
ENGINEER OF DESIGN AND ENVIRONMENT
ISSUED 1-1-97

DATE	REVISIONS
1-1-22	Revised contraction joint spacing
	adjacent to pcc pavement.
1-1-18	Revised General Note for tie
	bar spacing to 36 (900) cts.

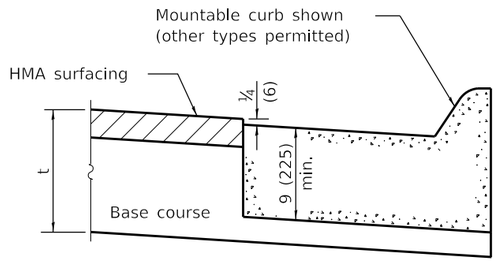
CONCRETE CURB TYPE B AND COMBINATION CONCRETE CURB AND GUTTER

(Sheet 1 of 2)

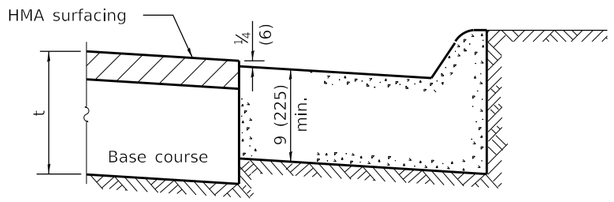
STANDARD 606001-08



PLAN



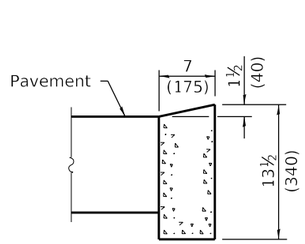
ON DISTURBED SUBGRADE



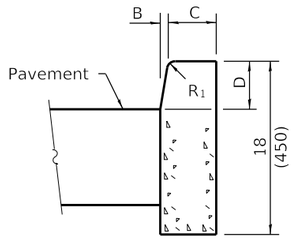
ON UNDISTURBED SUBGRADE

ADJACENT TO FLEXIBLE PAVEMENT

Illinois Department of Transportation
PASSED January 1, 2022
ENGINEER OF POLICY AND PROCEDURES
APPROVED January 1, 2022
ENGINEER OF DESIGN AND ENVIRONMENT
ISSUED 1-1-07

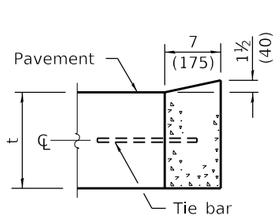


DEPRESSED CURB

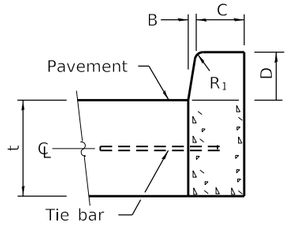


BARRIER CURB

ADJACENT TO FLEXIBLE PAVEMENT



DEPRESSED CURB



BARRIER CURB

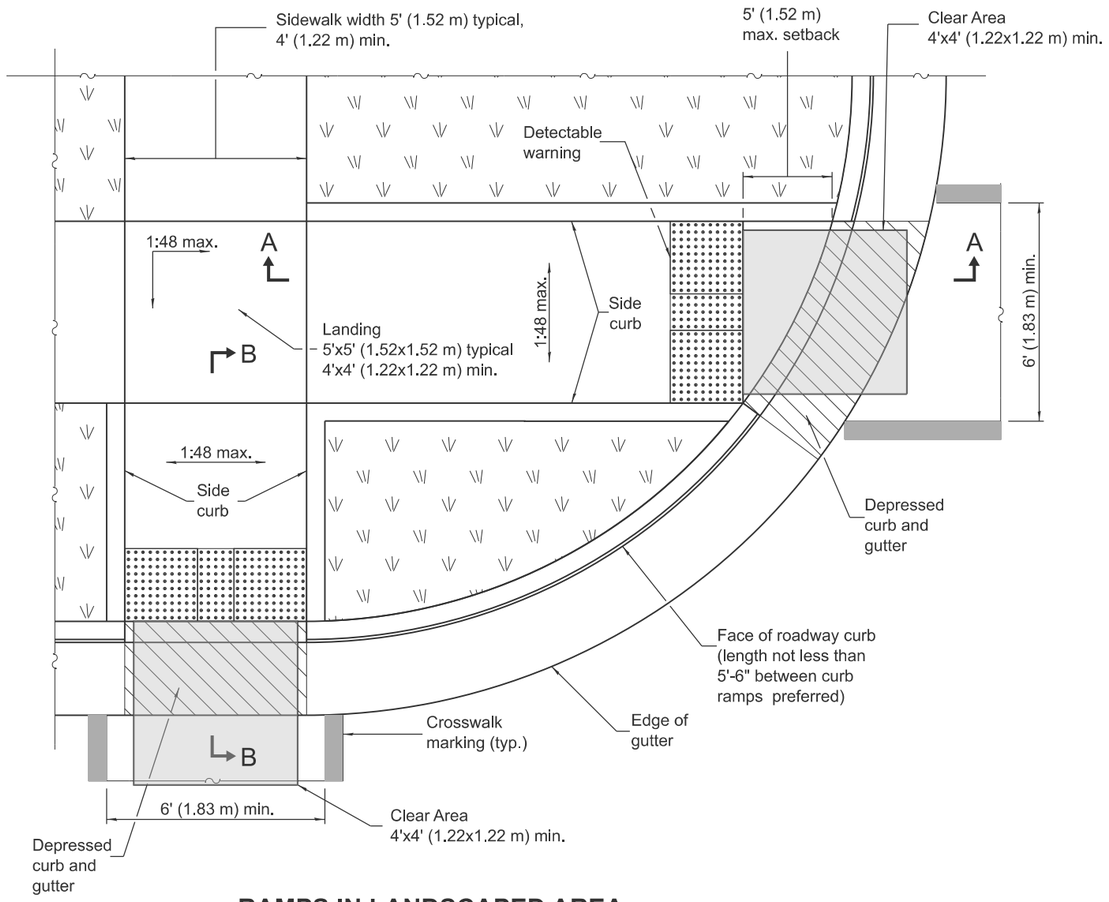
ADJACENT TO PCC PAVEMENT OR PCC BASE COURSE

CONCRETE CURB TYPE B

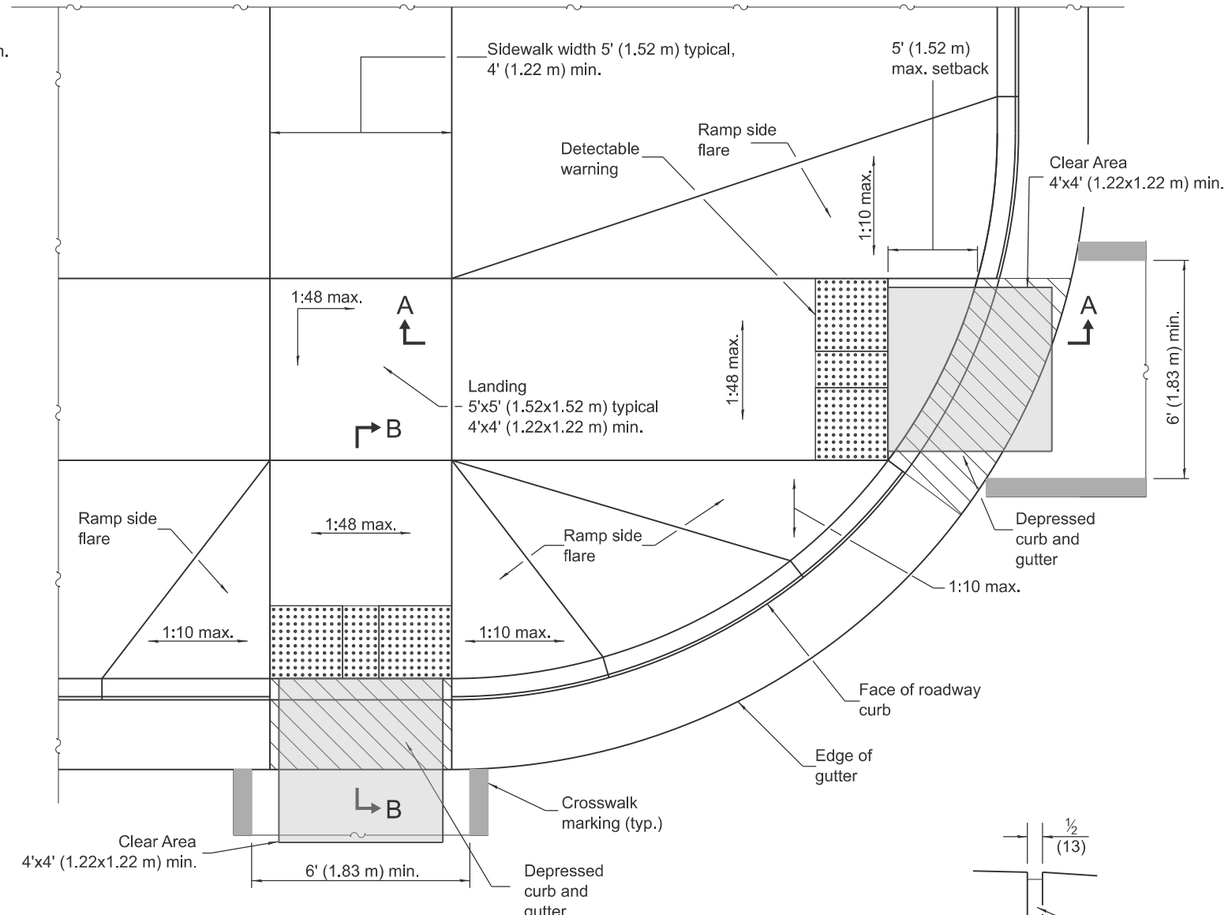
CONCRETE CURB TYPE B AND COMBINATION CONCRETE CURB AND GUTTER

(Sheet 2 of 2)

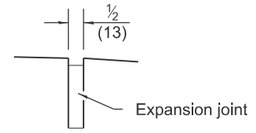
STANDARD 606001-08



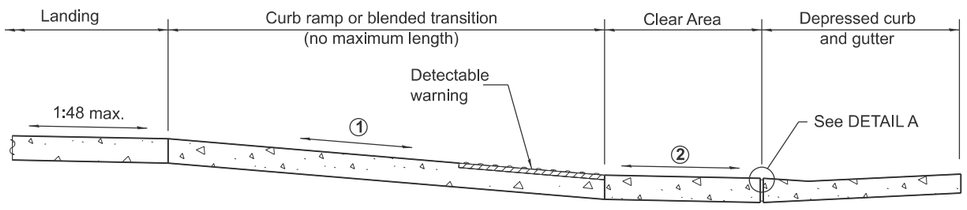
RAMPS IN LANDSCAPED AREA
SETBACK ≤ 5'



RAMPS IN PAVED AREA
SETBACK ≤ 5'



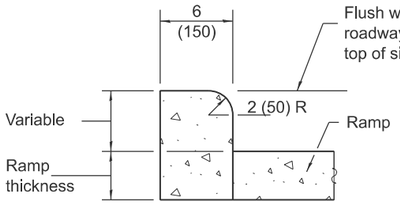
DETAIL A



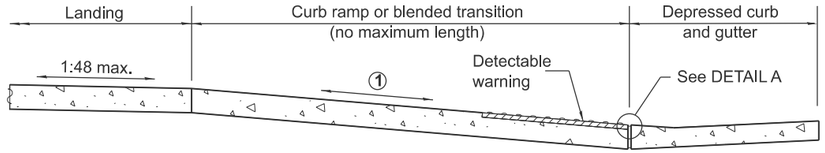
SECTION A-A

① The running slope of a curb ramp shall be 1:12 max. The running slope of a blended transition shall be 1:20 max.

② Clear Area shall be located outside the travel lane inclusive of any bicycle lanes. The running slope shall be 1:20 max and the cross slope shall be:
- Signalized/Uncontrolled Intersection - 1:20
- Yield/Stop Controlled Intersection - 1:48
- Midblock - grade of the road



SIDE CURB DETAIL



SECTION B-B

① The running slope of a curb ramp shall be 1:12 max. The running slope of a blended transition shall be 1:20 max.

See Sheet 2 for GENERAL NOTES.

Illinois Department of Transportation

APPROVED January 1, 2025
ENGINEER OF POLICY AND PROCEDURES
APPROVED January 1, 2025
ENGINEER OF DESIGN AND ENVIRONMENT

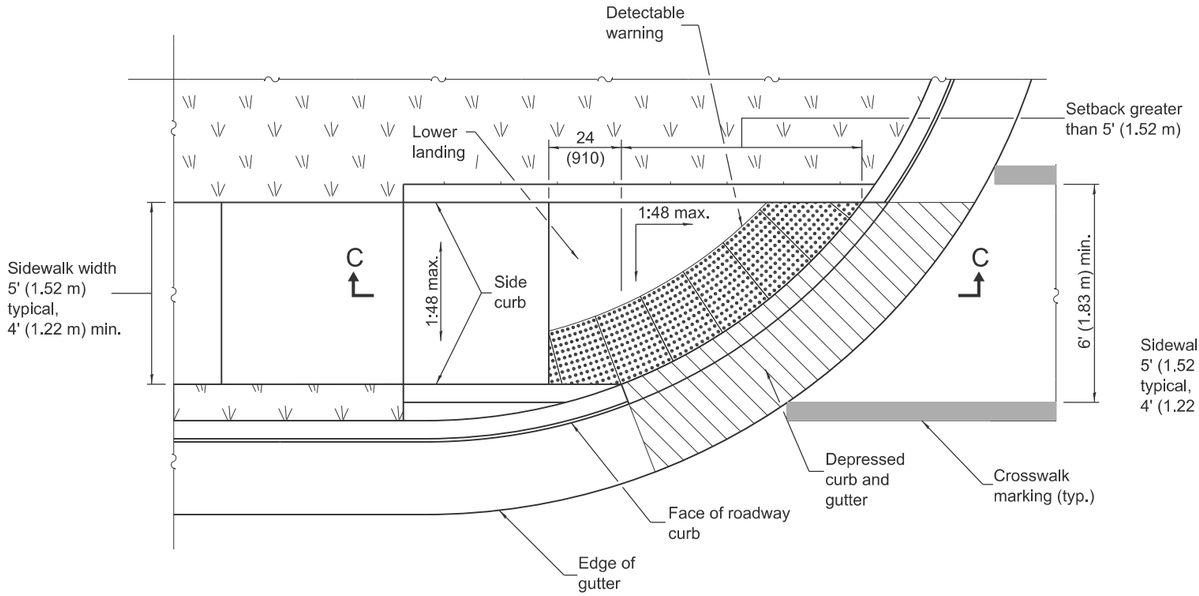
ISSUED 1-1-97

DATE	REVISIONS
1-1-25	Indicated "Clear Area" Location and
	updated cross-slopes.
1-1-19	Removed "15-foot rule", added
	"Blended transitions" and placement
	tolerances for detectable warnings.

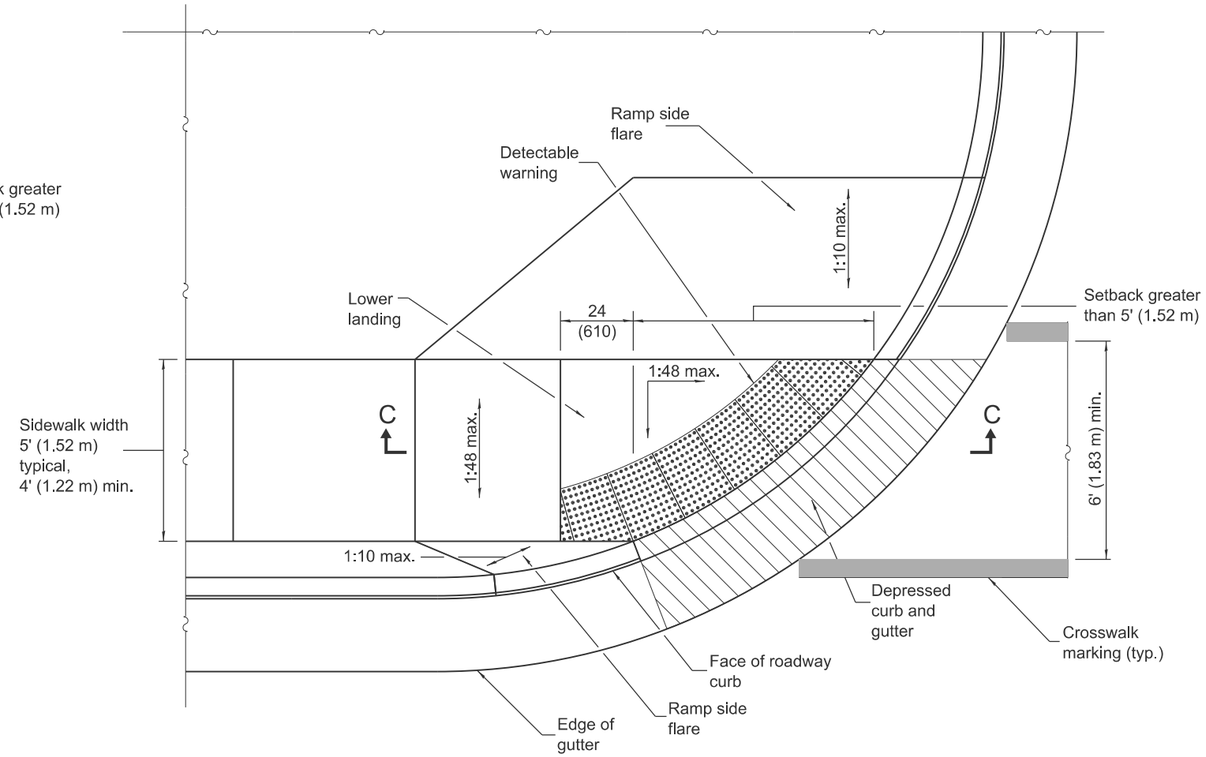
PERPENDICULAR CURB RAMPS FOR SIDEWALKS

(Sheet 1 of 2)

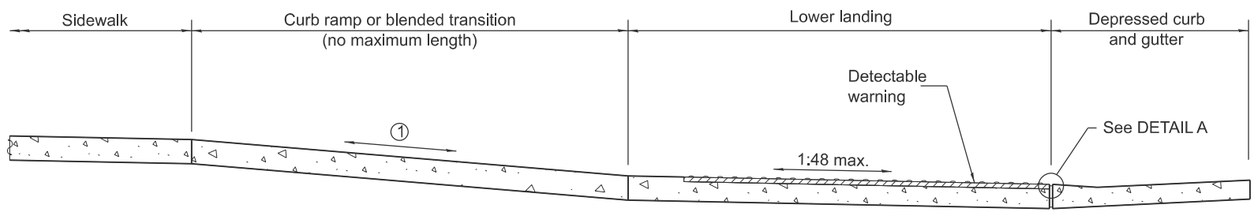
STANDARD 424001-12



RAMP IN LANDSCAPED AREA SETBACK > 5'



RAMP IN PAVED AREA SETBACK > 5'



SECTION C-C

① The running slope of a curb ramp shall be 1:12 max. The running slope of a blended transition shall be 1:20 max.

GENERAL NOTES

All slope ratios are expressed as units of vertical displacement to units of horizontal displacement (V:H).

Where 1:48 maximum slope is shown, 1:64 is preferred.

Detectable warnings are shown in their ideal locations but the following placement tolerances are allowed.

Side Border - Detectable warnings should extend the full width of the walking surface (excluding flared sides) but a border along each side up to 2 in. (50 mm) in width is allowed.

Curb Set-Back - Detectable warnings located at the back of curb should closely align with the curb but a gap up to 6 in. (150 mm) behind the curb is allowed.

See Standard 606001 for details of depressed curb adjacent to curb ramp.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

APPROVED January 1, 2025
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ENGINEER OF POLICY AND PROCEDURES

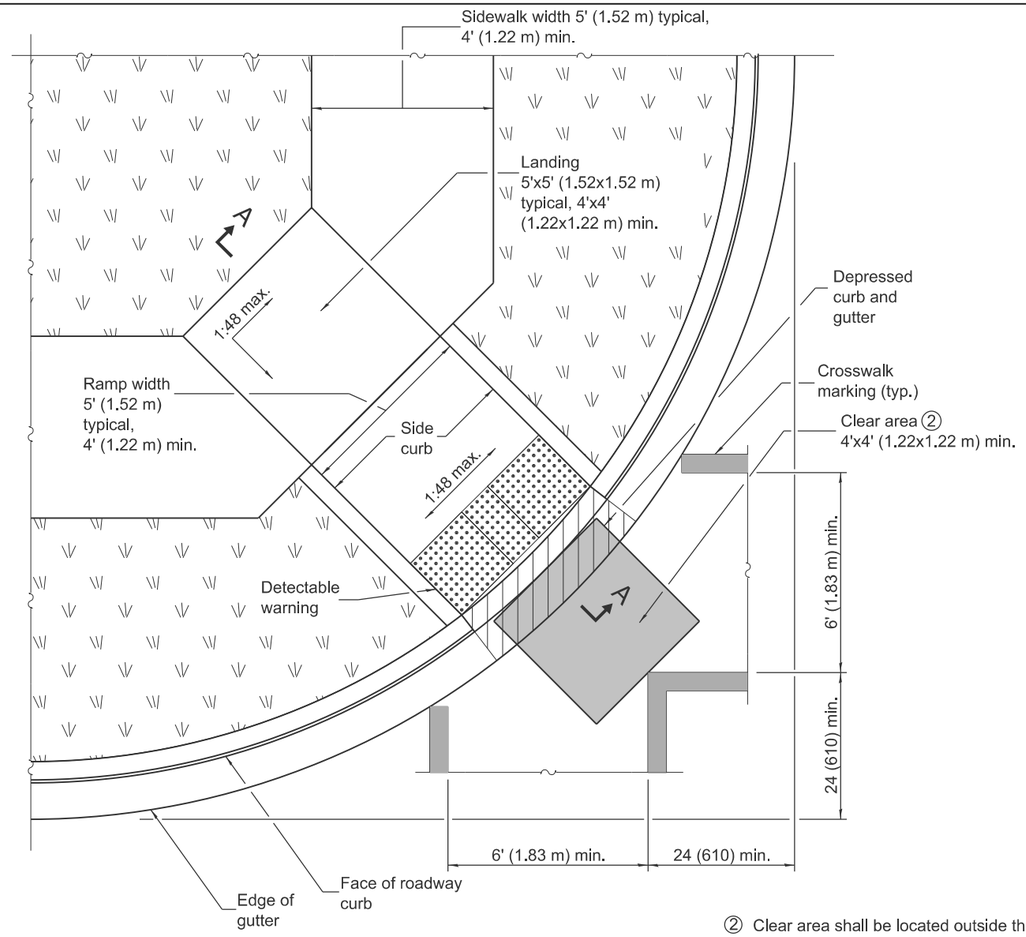
APPROVED January 1, 2025
Todd Cox
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

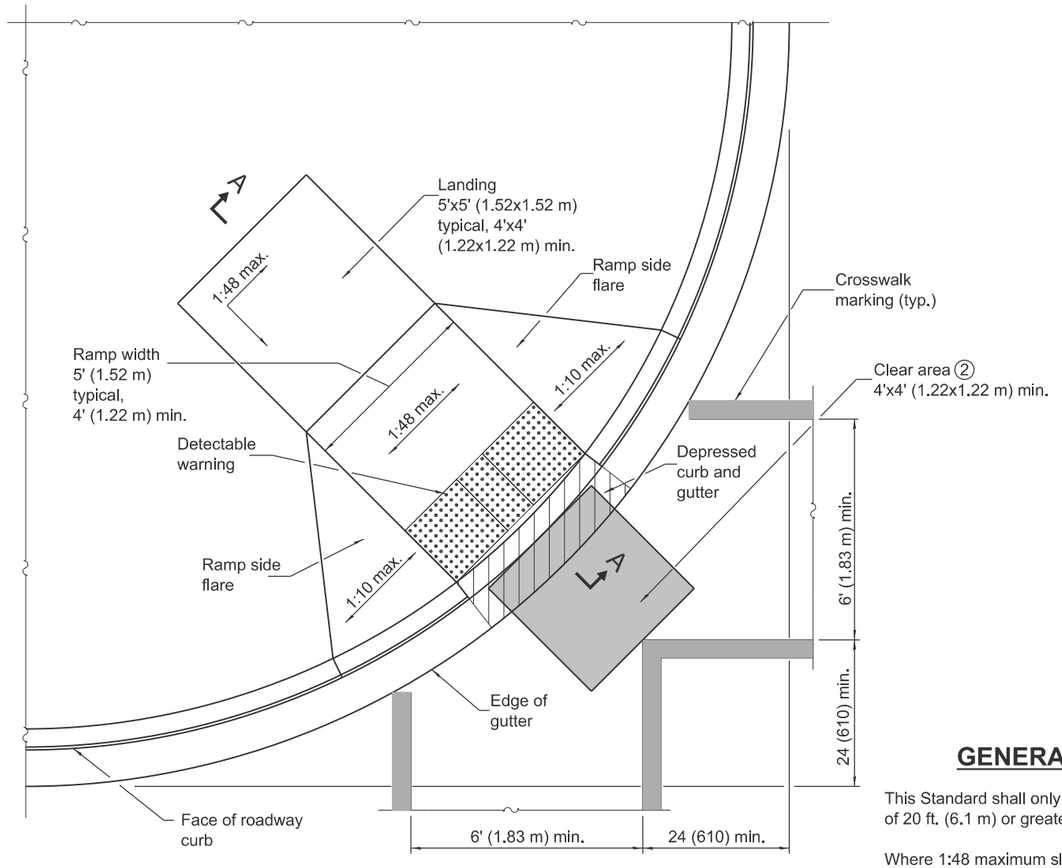
PERPENDICULAR CURB RAMPS FOR SIDEWALKS

(Sheet 2 of 2)

STANDARD 424001-12



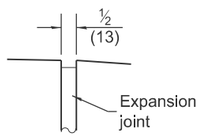
RAMP IN LANDSCAPED AREA



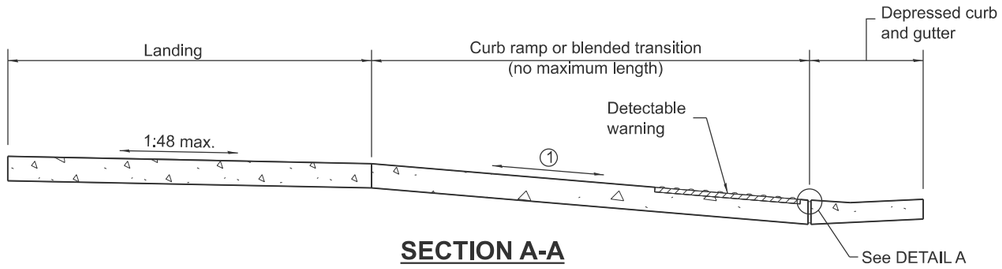
RAMP IN PAVED AREA

② Clear area shall be located outside the travel lane inclusive of any bicycle lanes. The running slope shall be 1:20 max and the cross slope shall be:

- Signalized/Uncontrolled Intersection - 1:20
- Yield/Stop Controlled Intersection - 1:48
- Midblock - grade of road

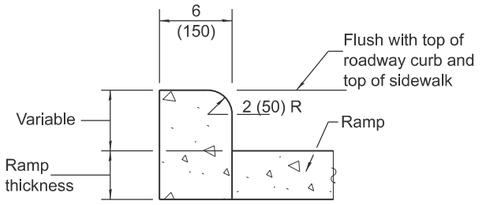


DETAIL A



SECTION A-A

① The running slope of a curb ramp shall be 1:12 max. The running slope of a blended transition shall be 1:20 max.



SIDE CURB DETAIL

GENERAL NOTES

This Standard shall only be used for curb radii of 20 ft. (6.1 m) or greater.

Where 1:48 maximum slope is shown, 1:64 is preferred.

Detectable warnings are shown in their ideal locations but the following placement tolerances are allowed.

Side Border - Detectable warnings should extend the full width of the walking surface (excluding flared sides) but a border along each side up to 2 in. (50 mm) in width is allowed.

Curb Set-Back - Detectable warnings located at the back of curb should closely align with the curb but a gap up to 6 in. (150 mm) behind the curb is allowed.

All slope ratios are expressed as units of vertical displacement to units of horizontal displacement (V:H).

See Standard 606001 for details of depressed curb adjacent to curb ramp.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

APPROVED January 1, 2025
ENGINEER OF POLICY AND PROCEDURES

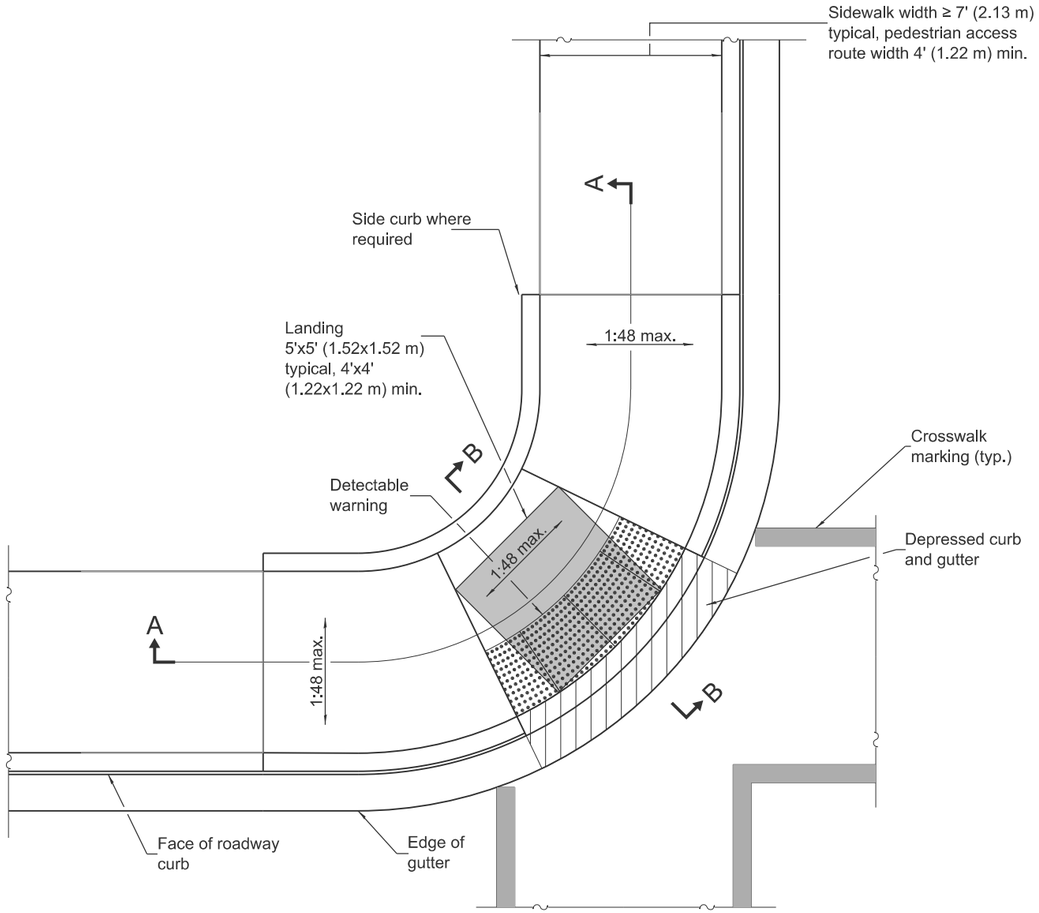
APPROVED January 1, 2025
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-12

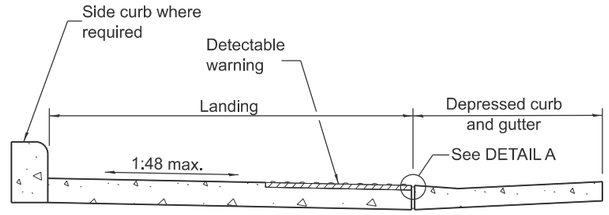
DATE	REVISIONS
1-1-25	Indicated "Clear Area" location and
	updated cross-slopes.
1-1-21	Clarified minimum crosswalk width
	and locations.

DIAGONAL CURB RAMPS FOR SIDEWALKS

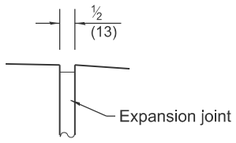
STANDARD 424006-06



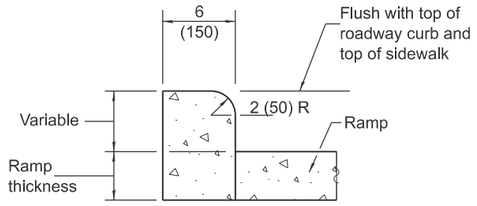
CORNER PARALLEL CURB RAMP



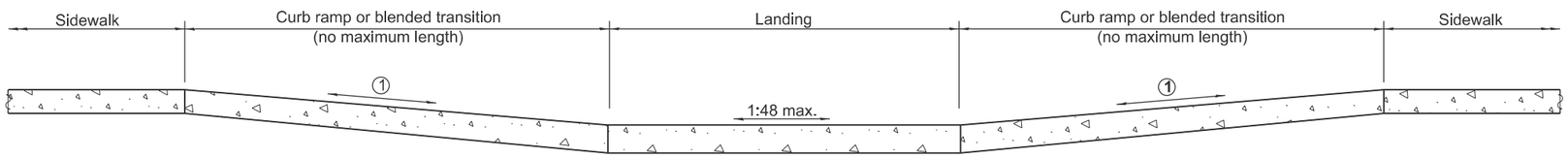
SECTION B-B



DETAIL A



SIDE CURB DETAIL



SECTION A-A

① The running slope of a curb ramp shall be 1:12 max. The running slope of a blended transition shall be 1:20 max.

GENERAL NOTES

All slope ratios are expressed as units of vertical displacement to units of horizontal displacement (V:H).

Where 1:48 maximum slope is shown, 1:64 is preferred.

Detectable warnings are shown in their ideal locations but the following placement tolerances are allowed.

Side Border - Detectable warnings should extend the full width of the walking surface (excluding flared sides) but a border along each side up to 2 in. (50 mm) in width is allowed.

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See Standard 606001 for details of depressed curb adjacent to curb ramp.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation

APPROVED January 1, 2025
ENGINEER OF POLICY AND PROCEDURES

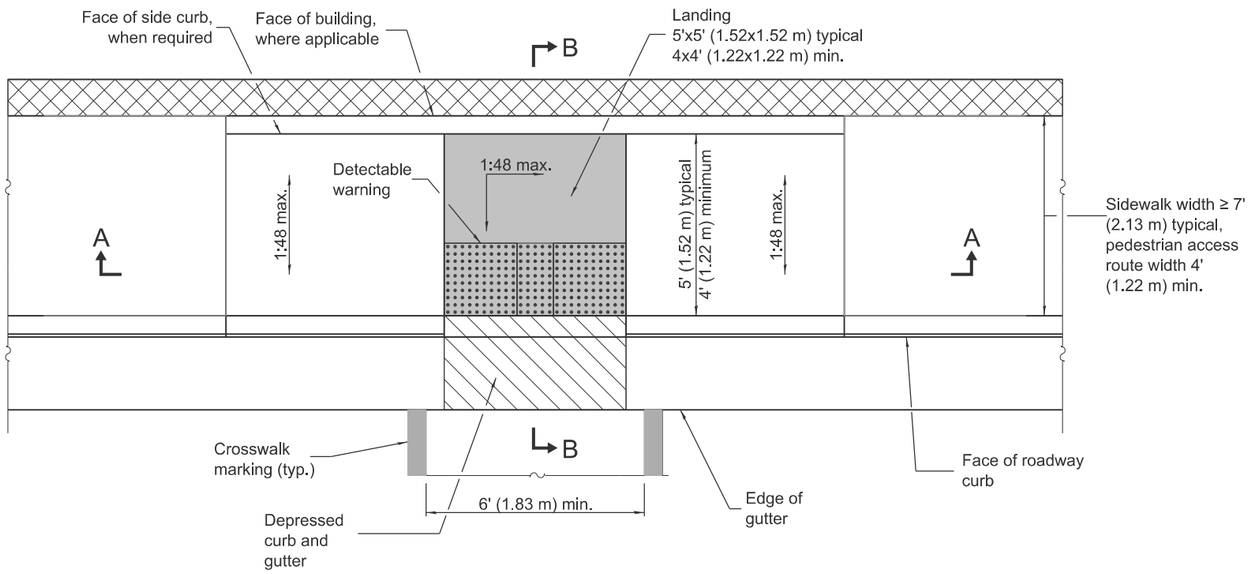
APPROVED January 1, 2025
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-12

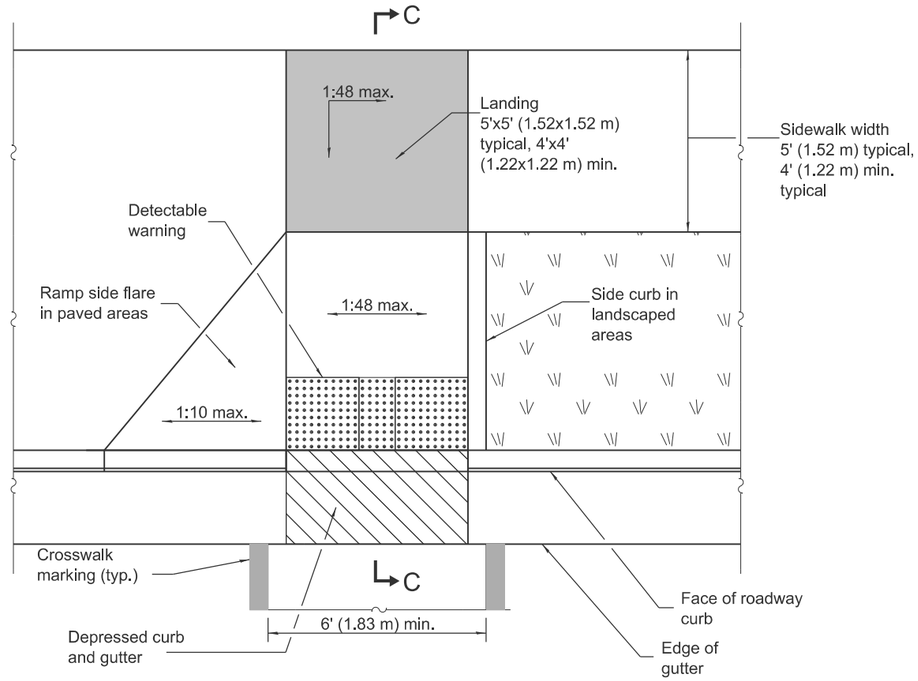
DATE	REVISIONS
1-1-25	Revised turning space with landing
	and updated cross-slope.
1-1-19	Removed upper landing, added
	blended transition and detectable
	warning tolerances.

CORNER PARALLEL CURB RAMPS FOR SIDEWALKS

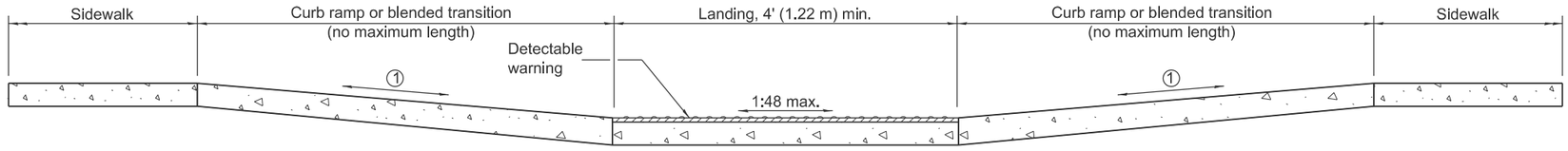
STANDARD 424011-05



PARALLEL MID-BLOCK CURB RAMP

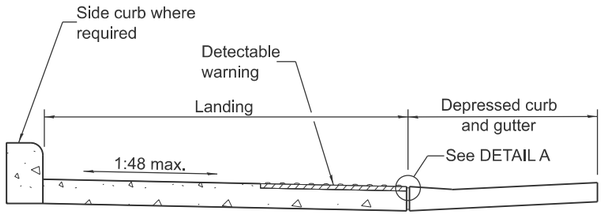


PERPENDICULAR MID-BLOCK CURB RAMP

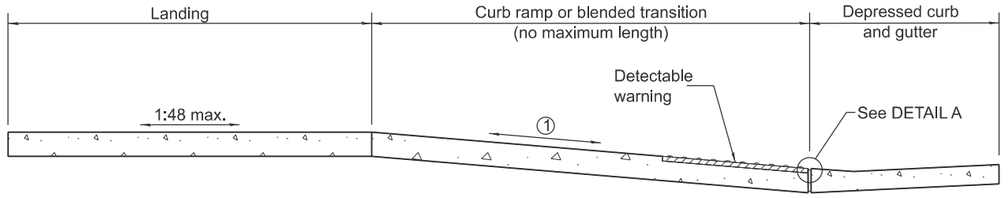


SECTION A-A

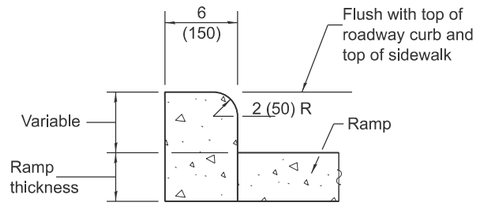
① The running slope of a curb ramp shall be 1:12 max. The running slope of a blended transition shall be 1:20 max.



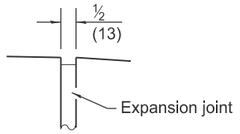
SECTION B-B



SECTION C-C



SIDE CURB DETAIL



DETAIL A

GENERAL NOTES

All slope ratios are expressed as units of vertical displacement to units of horizontal displacement (V:H).

Where 1:48 maximum slope is shown, 1:64 is preferred.

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Illinois Department of Transportation

APPROVED January 1, 2025
ENGINEER OF POLICY AND PROCEDURES

APPROVED January 1, 2025
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-12

DATE	REVISIONS
1-1-25	Revised turning space with landing
	and updated cross-slope.
1-1-19	Removed upper landing, added
	blended transitions and detectable
	warning tolerances.

MID-BLOCK CURB RAMPS FOR SIDEWALKS

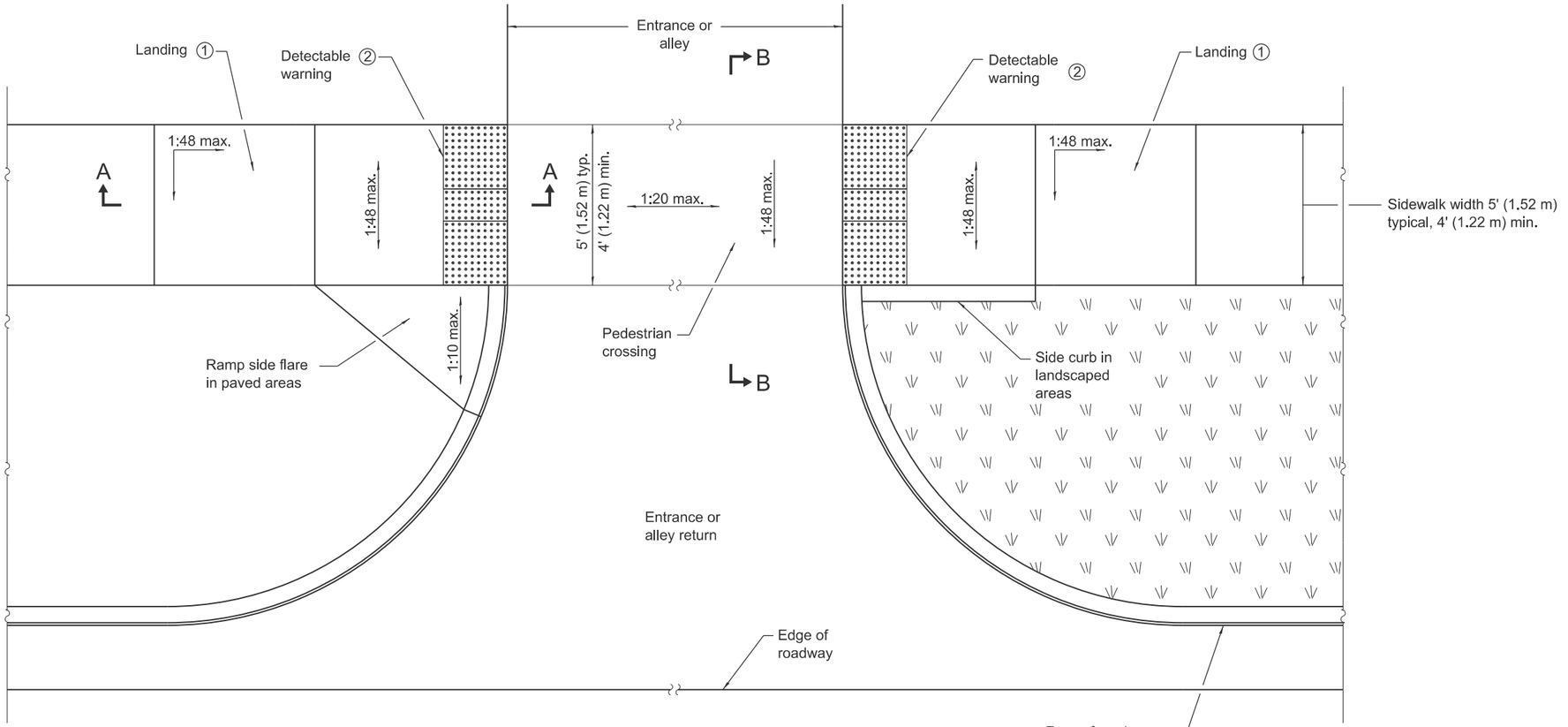
STANDARD 424016-06

① Landing not required for blended transitions, or where there is no change in direction.

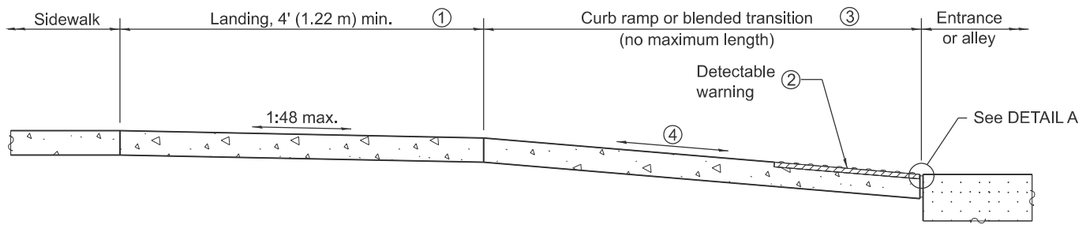
② Detectable warning shall only be installed at entrances/alleys with permanent traffic control devices (i.e. stop signs, signals).

③ Where possible, maintain the grade of the sidewalk across the entrance/ally to avoid the need for ramps and turning spaces.

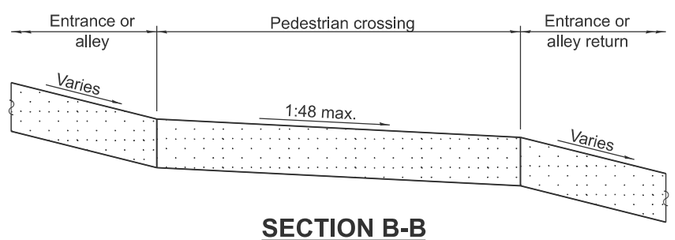
④ The running slope of a curb ramp shall be 1:12 max. The running slope of a blended transition shall be 1:20 max.



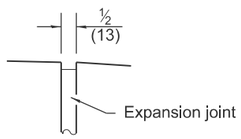
ENTRANCE / ALLEY PEDESTRIAN CROSSING



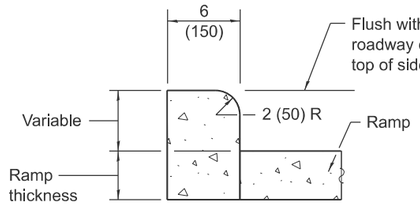
SECTION A-A



SECTION B-B



DETAIL A



SIDE CURB DETAIL

GENERAL NOTES

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ENGINEER OF POLICY AND PROCEDURES

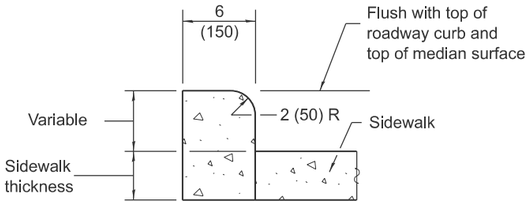
APPROVED January 1, 2025
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-12

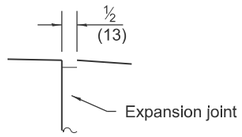
DATE	REVISIONS
1-1-25	Modified Section A-A notes and
	updated cross slopes.
1-1-19	Added blended transitions and
	placement tolerances for
	detectable warnings.

ENTRANCE / ALLEY PEDESTRIAN CROSSINGS

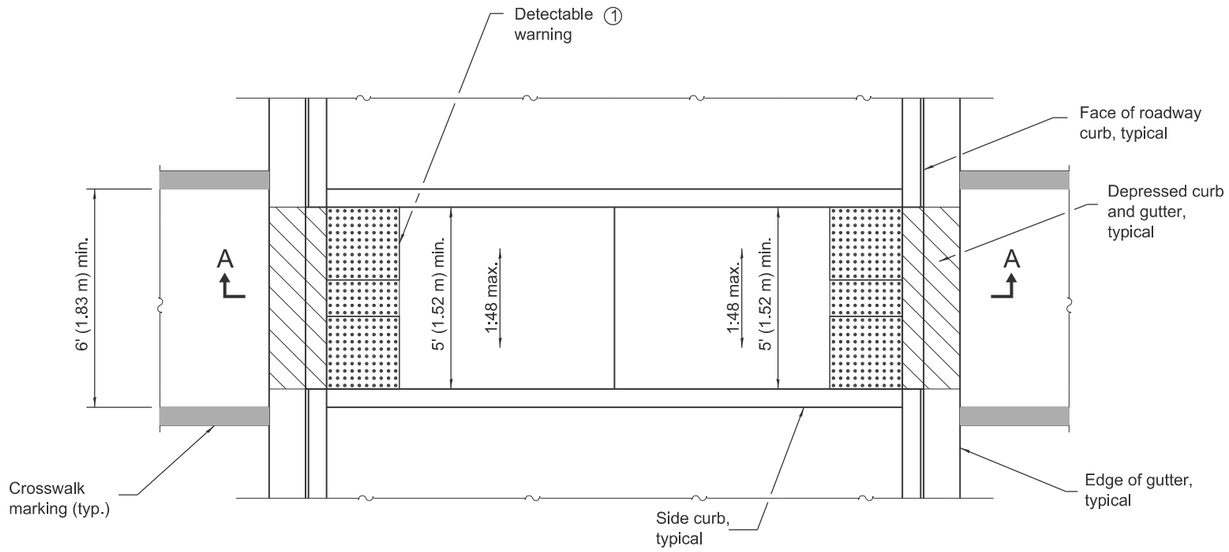
STANDARD 424026-04



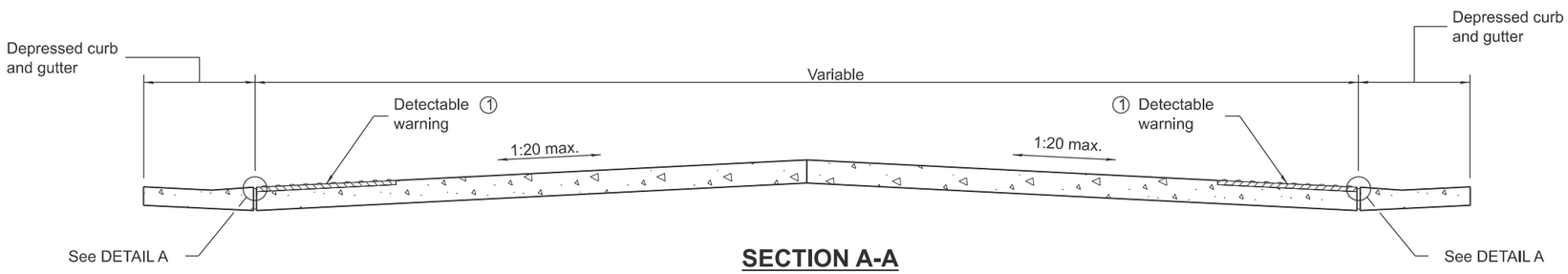
SIDE CURB DETAIL



DETAIL A



MEDIAN PEDESTRIAN CROSSING



SECTION A-A

① Omit detectable warnings when distance between back of curbs is less than 6' (1.83 m).

GENERAL NOTES

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Illinois Department of Transportation

APPROVED January 1, 2025
ENGINEER OF POLICY AND PROCEDURES

APPROVED January 1, 2025
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-12

DATE	REVISIONS
1-1-25	Updated cross-slope.
1-1-19	Added placement tolerances for
	detectable warnings.

MEDIAN PEDESTRIAN CROSSINGS

STANDARD 424031-03

ABV	ABOVE
A/C	ACCESS CONTROL
AC	ACRE
ADJ	ADJUST
AS	AERIAL SURVEYS
AGG	AGGREGATE
AH	AHEAD
APT	APARTMENT
ASPH	ASPHALT
AUX	AUXILIARY
AGS	AUXILIARY GAS VALVE (SERVICE)
AVE	AVENUE
AX	AXIS OF ROTATION
BK	BACK
B-B	BACK TO BACK
BKPL	BACKPLATE
B	BARN
BARR	BARRICADE
BL	BASELINE
BGN	BEGIN
BM	BENCHMARK
BIND	BINDER
BIT	BITUMINOUS
BTM	BOTTOM
BLVD	BOULEVARD
BRK	BRICK
BBOX	BUFFALO BOX
BLDG	BUILDING
CATV	CABLE
CIP	CAST IRON PIPE
CB	CATCH BASIN
C-C	CENTER TO CENTER
CL	CENTERLINE OR CLEARANCE
CL-E	CENTERLINE TO EDGE
CL-F	CENTERLINE TO FACE
CTS	CENTERS
CERT	CERTIFIED
CHSLD	CHISELED
CS	CITY STREET
CP	CLAY PIPE
CLSD	CLOSED
CLID	CLOSED LID
CT	COAT OR COURT
COMB	COMBINATION
C	COMMERCIAL BUILDING
CE	COMMERCIAL ENTRANCE
CONC	CONCRETE
CONST	CONSTRUCT
CONTD	CONTINUED
CONT	CONTINUOUS
COR	CORNER
CORR	CORRUGATED
CMP	CORRUGATED METAL PIPE
CNTY	COUNTY
CH	COUNTY HIGHWAY
CSE	COURSE
XSECT	CROSS SECTION
m^3	CUBIC METER
mm^3	CUBIC MILLIMETER
CU YD	CUBIC YARD
CULV	CULVERT
C&G	CURB & GUTTER
D	DEGREE OF CURVE
DC	DEPRESSED CURVE
DET	DETECTOR
DIA	DIAMETER
DIST	DISTRICT
DOM	DOMESTIC
DBL	DOUBLE
DSEL	DOWNSTREAM ELEVATION
DSFL	DOWNSTREAM FLOWLINE
DR	DRAINAGE OR DRIVE
DI	DRAINAGE INLET OR DROP INLET
DRV	DRIVEWAY
DCT	DUCT
EA	EACH
EB	EASTBOUND
EOP	EDGE OF PAVEMENT
E-CL	EDGE TO CENTERLINE
E-E	EDGE TO EDGE
ELEC	ELECRICAL
EL	ELEVATION
ENTR	ENTRANCE
EXC	EXCAVATION
EX	EXISTING
EXPWAY	EXPRESSWAY
E	EXTERNAL DISTANCE OF HORIZONTAL CURVE
E	OFFSET DISTANCE TO VERTICAL CURVE
F-F	FACE TO FACE
FA	FEDERAL AID
FAI	FEDERAL AID INTERSTATE
FAP	FEDERAL AID PRIMARY
FAS	FEDERAL AID SECONDARY
FAUS	FEDERAL AID URBAN SECONDARY
FP	FENCE POST
OPT	FIBER OPTIC
FE	FIELD ENTRANCE
FH	FIRE HYDRANT
FL	FLOW LINE
FB	FOOT BRIDGE
FDN	FOUNDATION
FR	FRAME
F&G	FRAME & GRATE
FRWAY	FREEWAY
GAL	GALLON
GALV	GALVANIZED
G	GARAGE
GM	GAS METER
GV	GAS VALVE
GIS	GEOGRAPHICAL INFORMATION SYSTEM
GRAN	GRANULAR
GR	GRATE
GRVL	GRAVEL
GND	GROUND
GUT	GUTTER
GP	GUY POLE
GW	GUY WIRE
HH	HANDHOLE
HATCH	HATCHING
HD	HEAD
HDW	HEADWALL
HDUTY	HEAVY DUTY
ha	HECTARE
HMA	HOT MIX ASPHALT
HWY	HIGHWAY
HORIZ	HORIZONTAL
HSE	HOUSE
IL	ILLINOIS
IMP	IMPROVEMENT
IN DIA	INCH DIAMETER
INL	INLET
INST	INSTALLATION
IDS	INTERSECTION DESIGN STUDY
INV	INVERT
IP	IRON PIPE
IR	IRON ROD
JT	JOINT
kg	KILOGRAM
km	KILOMETER
LS	LANDSCAPING
LN	LANE
LT	LEFT
LIDAR	LIGHT DETECTION AND RANGING
LP	LIGHT POLE
LGT	LIGHTING
LF	LINEAL FEET OR LINEAR FEET
L	LITER OR CURVE LENGTH
LC	LONG CHORD
LNG	LONGITUDINAL
L SUM	LUMP SUM
MACH	MACHINE
MB	MAIL BOX
MH	MANHOLE
MATL	MATERIAL
MED	MEDIAN
m	METER
METH	METHOD
M	MID-ORDINATE
mm	MILLIMETER
mm DIA	MILLIMETER DIAMETER
MIX	MIXTURE
MBH	MOBILE HOME
MOD	MODIFIED
MFT	MOTOR FUEL TAX
N & BC	NAIL & BOTTLE CAP
N & C	NAIL & CAP
N & W	NAIL & WASHER
NC	NORMAL CROWN
NB	NORTHBOUND
NE	NORTHEAST
NW	NORTHWEST
O/S	OFFSET
O&C	OIL AND CHIP
OLID	OPEN LID
PAT	PATTERN
PVD	PAVED
PVMT	PAVEMENT
PM	PAVEMENT MARKING
PED	PEDESTAL
PNT	POINT
PC	POINT OF CURVATURE
PI	POINT OF INTERSECTION OF HORIZONTAL CURVE
PRC	POINT OF REVERSE CURVE
PT	POINT OF TANGENCY
POT	POINT ON TANGENT
POLYETH	POLYETHYLENE
PCC	PORTLAND CEMENT CONCRETE
PP	POWER POLE OR PRINCIPAL POINT
PRM	PRIME
PE	PRIVATE ENTRANCE
PROF	PROFILE
PGL	PROFILE GRADELINE
PROJ	PROJECT
P.C.	PROPERTY CORNER
PL	PROPERTY LINE
PR	PROPOSED
R	RADIUS or RESIDENTUAL
RR	RAILROAD
RRS	RAILROAD SPIKE
RPS	REFERENCE POINT STAKE
REF	REFLECTIVE
RCCP	REINFORCED CONCRETE CULVERT PIPE
REINF	REINFORCEMENT
REM	REMOVAL
RC	REMOVE CROWN
REP	REPLACEMENT
REST	RESTAURANT
RESURF	RESURFACING
RET	RETAINING
RT	RIGHT
ROW	RIGHT-OF-WAY
RD	ROAD
RDWY	ROADWAY
RTE	ROUTE
SAN	SANITARY
SANS	SANITARY SEWER
SEC	SECTION
SEED	SEEDING
SHAP	SHAPING
S	SHED
SH	SHEET
SHLD	SHOULDER
SW	SIDEWALK OR SOUTHWEST
SIG	SIGNAL
SOD	SODDING
SM	SOLID MEDIAN
SB	SOUTHBOUND
SE	SOUTHEAST
SPL	SPECIAL
SD	SPECIAL DITCH
SQ FT	SQUARE FEET
m^2	SQUARE METER
mm^2	SQUARE MILLIMETER
SQ YD	SQUARE YARD
STB	STABILIZED
STD	STANDARD
SBI	STATE BOND ISSUE
SR	STATE ROUTE
STA	STATION
SPBGR	STEEL PLATE BEAM GUARDRAIL
SS	STORM SEWER
STY	STORY
ST	STREET
STR	STRUCTURE
e	SUPERELEVATION RATE
S.E. RUN.	SUPERELEVATION RUNOFF LENGTH
SURF	SURFACE
SMK	SURVEY MARKER
T	TANGENT DISTANCE
T.R.	TANGENT RUNOUT DISTANCE
TEL	TELEPHONE
TB	TELEPHONE BOX
TP	TELEPHONE POLE
TEMP	TEMPORARY
TBM	TEMPORARY BENCH MARK
TD	TILE DRAIN
TBE	TO BE EXTENDED
TBR	TO BE REMOVED
TBS	TO BE SAVED
TWP	TOWNSHIP
TR	TOWNSHIP ROAD
TS	TRAFFIC SIGNAL
TSCB	TRAFFIC SIGNAL CONTROL BOX
TSC	TRAFFIC SYSTEMS CENTER
TRVS	TRANSVERSE
TRVL	TRAVEL
TRN	TURN
TY	TYPE
T-A	TYPE A
TYP	TYPICAL
UNDGND	UNDERGROUND
USGS	U.S. GEOLOGICAL SURVEY
USEL	UPSTREAM ELEVATION
USFL	UPSTREAM FLOWLINE
UTIL	UTILITY
VBOX	VALVE BOX
VV	VALVE VAULT
VLT	VAULT
VEH	VEHICLE
VP	VENT PIPE
VERT	VERTICAL
VC	VERTICAL CURVE
VPC	VERTICAL POINT OF CURVATURE
VPI	VERTICAL POINT OF INTERSECTION
VPT	VERTICAL POINT OF TANGENCY
WM	WATER METER
WV	WATER VALVE
WMAIN	WATER MAIN
WB	WESTBOUND
WILDFL	WILDFLOWERS
W	WITH
WO	WITHOUT

Illinois Department of Transportation

PROPOSED January 1, 2021

ENGINEER OF POLICY AND PROCEDURES

APPROVED January 1, 2021

ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

DATE	REVISIONS
1-1-21	Updated fonts, abbreviations,
	and symbols.
1-1-19	Added new symbols.

STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 1 of 9)

STANDARD 000001-08

ADJUSTMENT ITEMS

	EX	PR
Structure To Be Adjusted		ADJ
Structure To Be Cleaned		C
Main Structure To Be Filled		FM
Structure To Be Filled		F
Structure To Be Filled Special		FSP
Structure To Be Removed		R
Structure To Be Reconstructed		REC
Structure To Be Reconstructed Special		RSP
Frame and Grate To Be Adjusted		A
Frame and Lid To Be Adjusted		A
Domestic Service Box To Be Adjusted		A
Valve Vault To Be Adjusted		A
Special Adjustment		SP
Item To Be Abandoned		AB
Item To Be Moved		M
Item To Be Relocated		REL
Pavement Removal and Replacement		

ALIGNMENT ITEMS

	EX	PR
Baseline		
Centerline		
Centerline Break Circle		
Baseline Symbol		
Centerline Symbol		
PI Indicator		
Point Indicator		
Horizontal Curve Data (Half Size)	EX. CURVE P.I. STA= Δ= D= R= T= L= E= e= T.R.= S.E. RUN= P.C. STA= P.T. STA=	CURVE P.I. STA= Δ= D= R= T= L= E= e= T.R.= S.E. RUN= P.C. STA= P.T. STA=

BOUNDARIES ITEMS

	EX	PR
Dashed Property Line		
Solid Property/Lot Line		
Section/Grant Line		
Quarter Section Line		
Quarter/Quarter Section Line		
County/Township Line		
State Line		
Chiseled Square Found		
Iron Pipe Found		
Iron Pipe Set		
Survey Marker		
Property Line Symbol		
Same Ownership Symbol (Half Size)		
Northwest Quarter Corner (Half Size)		
Section Corner (Half Size)		
Southeast Quarter Corner (Half Size)		

DRAINAGE ITEMS

	EX	PR
Channel or Stream Line		
Culvert Line		
Grading & Shaping Ditches		
Drainage Boundary Line		
Paved Ditch		
Aggregate Ditch		
Pipe Underdrain		
Storm Sewer		
Flowline		
Ditch Check		
Headwall		
Inlet		
Manhole		
Summit		
Roadway Ditch Flow		
Swale		
Catch Basin		
Culvert End Section		
Water Surface Indicator		
Riprap		

HYDRAULICS ITEMS

	EX	PR
Overflow		
Sheet Flow		
Hydrant Outlet		

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ISSUED 1-1-97

STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 2 of 9)

STANDARD 000001-08

EROSION & SEDIMENT CONTROL ITEMS

	EX	PR
Cleaning & Grading Limits		
Dike		
Erosion Control Fence		
Perimeter Erosion Barrier		
Temporary Fence		
Ditch Check Temporary		
Ditch Check Permanent		
Inlet & Pipe Protection		
Sediment Basin		
Erosion Control Blanket		
Fabric Formed Concrete Revetment Mat		
Turf Reinforcement Mat		
Mulch Temporary		
Mulch Method 1		
Mulch Method 2 Stabilized		
Mulch Method 3 Hydraulic		

CONTOUR ITEMS

	EX	PR
Approx. Index Line		
Approx. Intermediate Line		
Index Contour		
Intermediate Contour		

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APPROVED January 1, 2021
ENGINEER OF DESIGN AND ENVIRONMENT

ISSUED 1-1-97

NON-HIGHWAY IMPROVEMENT ITEMS

	EX	PR
Noise Attn./Levee		
Field Line		
Fence		
Base of Levee		
Mailbox		
Multiple Mailboxes		
Pay Telephone		
Advertising Sign		
*ITS Camera		
Wind Turbine		
Cellular Tower		

*Intelligent Transportation Systems

LANDSCAPING ITEMS

	EX	PR
Contour Mounding Line		
Fence		
Fence Post		
Shrubs		
Mowline		
Perennial Plants		
Seeding Class 2		
Seeding Class 2A		
Seeding Class 4		
Seeding Class 4 & 5 Combined		

EXISTING LANDSCAPING ITEMS (contd.)

	EX	PR
Seeding Class 5		
Seeding Class 7		
Seedlings Type 1		
Seedlings Type 2		
Sodding		
Mowstake w/Sign		
Tree Trunk Protection		
Evergreen Tree	E	
Shade Tree	E	+

LIGHTING

	EX	PR
Duct		
Conduit		
Electrical Aerial Cable	A A A	A A A
Electrical Buried Cable	L L	L L
Controller		
Underpass Luminaire		
Power Pole		

STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 3 of 9)

STANDARD 000001-08

LIGHTING (contd.)

	EX	PR
Pull Point		
Handhole		
Heavy Duty Handhole		
Junction Box		
Light Unit Comb.		
Electrical Ground		
Traffic Flow Arrow		
High Mast Pole (Half Size)		
Light Unit-1		

PAVEMENT (MISC.)

	EX	PR
Keyed Long. Joint		
Keyed Long. Joint w/Tie Bars		
Sawed Long. Joint w/Tie Bars		
Bituminous Shoulder		
Bituminous Taper		
Stabilized Driveway		
Widening		

PAVEMENT MARKINGS

	EX	PR
Handicap Symbol		
RR Crossing		
Raised Marker Amber 1 Way		
Raised Marker Amber 2 Way		
Raised Marker Crystal 1 Way		
Two Way Turn Left		
Shoulder Diag. Pattern		
Skip-Dash White		
Skip-Dash Yellow		
Stop Line		
Solid Line		
Double Centerline		
Dotted Lines		

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STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 4 of 9)

STANDARD 000001-08

PAVEMENT MARKINGS (contd.)

	EX	PR
CL 2Ln 2Way RRPM 12.2 m (40') o.c.		
CL 2Ln 2Way RRPM 80' (24.4 m) o.c.		
CL Multilane Div. RRPM 40' (12.2 m) o.c.		
CL Multilane Div. RRPM 80' (24.4 m) o.c.		
CL Multilane Div. Dbl. RRPM 80' (24.4 m) o.c.		
CL Multilane Undiv.		
Two Way Turn Left Line		
Urban Combination Left		
Urban Combination Right		
Urban Left Turn Arrow		
Urban Right Turn Arrow		
Urban Left Turn Only		
Urban Right Turn Only		
Urban Thru Only		
Urban LT & RT Turn Arrow		
Urban Thru Arrow		

RAILROAD ITEMS

	EX	PR
Abandoned Railroad		
Railroad		
Railroad Point		
Control Box		
Crossing Gate		
Flashing Signal		
Railroad Cant. Mast Arm		
Crossbuck		

REMOVAL ITEMS

	EX	PR
Removal Tic		
Bituminous Removal		
Hatch Pattern		
Tree Removal Single		

RIGHT OF WAY ITEMS

	EX	PR
Future ROW Corner Monument		
ROW Marker		
ROW Line		
Easement		
Temporary Easement		

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STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 5 of 9)

STANDARD 000001-08

PAVEMENT MARKINGS (contd.)

	EX	PR
Urban U-Turn		
Urban Combined U-Turn		
Rural Combination Left		
Rural Combination Right		
Rural Left Turn Arrow		
Rural Right Turn Arrow		
Rural Left Turn Only		
Rural Right Turn Only		
Rural Thru Only		
Rural Thru Arrow		
Rural Lt & Rt Turn Arrow		
Bike Lane Symbol		
Bike Lane Text		
Bike Path Shared		
Bike Shared Roadway		
Lane Drop Symbol		
Wrong Way Arrow		

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STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 6 of 9)

STANDARD 000001-08

RIGHT OF WAY ITEMS (contd.)

	EX	PR
Access Control Line	AC	AC
Access Control Line & ROW	AC	AC
Access Control Line & ROW with Fence	AC	
Excess ROW Line		XS

ROADWAY PLAN ITEMS

	EX	PR
Cable Barrier		
Concrete Barrier		
Edge of Pavement		
Bit Shoulders, Medians and C&G Line		
Aggregate Shoulder		
Sidewalks, Driveways		
Guardrail		
Guardrail Post		
Traffic Sign		
Corrugated Median		
Impact Attenuator		
North Arrow with District Office (Half Size)	N	
Match Line		STA. 45+00
Slope Limit Line		
Typical Cross-Section Line		

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ROADWAY PROFILES

	EX	PR
P.I. Indicator		
Point Indicator		
Earthworks Balance Point		
Begin Point		
Vert. Curve Data	VPI = ELEV= L = E =	VPI = ELEV= L = E =
Ditch Profile Left Side		
Ditch Profile Right Side		
Roadway Profile Line		
Storm Sewer Profile Left Side		
Storm Sewer Profile Right Side		

SIGNING ITEMS

	EX	PR
Cone, Drum or Barricade		
Barricade Type II		
Barricade Type III		
Barricade With Edge Line		
Flashing Light Sign		
Panels I		
Panels II		
Direction of Traffic		
Sign Flag (Half Size)		

SIGNING ITEMS (contd.)

	EX	PR
Reverse Left W1-4L (Half Size)		
Reverse Right W1-4R (Half Size)		
Two Way Traffic Sign W6-3 (Half Size)		
Detour Ahead W20-2(O) (Half Size)		DETOUR AHEAD
Left Lane Closed Ahead W20-5L(O) (Half Size)		LEFT LANE CLOSED AHEAD
Right Lane Closed Ahead W20-5R(O) (Half Size)		RIGHT LANE CLOSED AHEAD
Road Closed Ahead W20-3(O) (Half Size)		ROAD CLOSED AHEAD
Road Construction Ahead W20-1-(O) (Half Size)		ROAD CONSTRUCTION AHEAD
Single Lane Ahead (Half Size)		SINGLE LANE AHEAD
Transition Left W4-2L (Half Size)		
Transition Right W4-2R (Half Size)		

STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 7 of 9)

STANDARD 000001-08

SIGNING ITEMS (contd.)

	EX	PR
One Way Arrow Lrg. W1-6-(O) (Half Size)		
Two Way Arrow Large W1-7-(O) (Half Size)		
Detour M4-10L-(O) (Half Size)		DETOUR
Detour M4-10R-(O) (Half Size)		DETOUR
One Way Left R6-1L (Half Size)		ONE WAY
One Way Right R6-1R (Half Size)		ONE WAY
Left Turn Lane R3-I100L (Half Size)		LEFT TURN LANE
Keep Left R4-7AL (Half Size)		KEEP LEFT
Keep Left R4-7BL (Half Size)		KEEP LEFT
Keep Right R4-7AR (Half Size)		KEEP RIGHT
Keep Right R4-7BR (Half Size)		KEEP RIGHT
Stop Here On Red R10-6-AL (Half Size)		STOP HERE ON RED
Stop Here On Red R10-6-AR (Half Size)		STOP HERE ON RED
No Left Turn R3-2 (Half Size)		
No Right Turn R3-1 (Half Size)		
Road Closed R11-2 (Half Size)		ROAD CLOSED
Road Closed Thru Traffic R11-2 (Half Size)		ROAD CLOSED TO THRU TRAFFIC

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STRUCTURES ITEMS

	EX	PR
Box Culvert Barrel		
Box Culvert Headwall		
Bridge Pier		
Bridge		
Retaining Wall		
Temporary Sheet Piling		

TRAFFIC SHEET ITEMS

	EX	PR
Cable Number		
Left Turn Green	G	G
Left Turn Yellow	Y	Y
Signal Backplate		
Signal Section 8" (200 mm)		
Signal Section 12" (300 mm)		
Walk/Don't Walk Letters	DW / W	DW / W
Walk/Don't Walk Symbols		

TRAFFIC SIGNAL ITEMS

	EX	PR
Galv. Steel Conduit		
Underground Cable		
Detector Loop Line		
Detector Loop Large		
Detector Loop Small		
Detector Loop Quadrapole		

STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

(Sheet 8 of 9)

STANDARD 000001-08

TRAFFIC SIGNAL ITEMS (contd.)

	EX	PR
Detector Raceway		
Aluminum Mast Arm		
Steel Mast Arm		
Veh. Detector Magnetic		
Conduit Splice		
Controller		
Gulfbox Junction		
Wood Pole		
Temp. Signal Head		
Handhole		
Double Handhole		
Heavy Duty Handhole		
Junction Box		
Ped. Pushbutton Detector		
Ped. Signal Head		
Power Pole Service		
Priority Veh. Detector		
Signal Head		
Signal Head w/Backplate		
Signal Post		
Closed Circuit TV		
Video Detector System		

UNDERGROUND UTILITY ITEMS

	EX	PR	ABANDONED
Cable TV			
Electric Cable			
Fiber Optic			
Gas Pipe			
Oil Pipe			
Sanitary Sewer			
Telephone Cable			
Water Pipe			

UTILITIES ITEMS

	EX	PR
Controller		
Double Handhole		
Fire Hydrant		
GuyWire or Deadman Anchor		
Handhole		
Heavy Duty Handhole		
Junction Box		
Light Pole		
Manhole		
Monitoring Well (Gasoline)		
Pipeline Warning Sign		
Power Pole		
Power Pole with Light		
Sanitary Sewer Cleanout		
Splice Box Above Ground		
Telephone Splice Box Above Ground		
Telephone Pole		

UTILITY ITEMS (contd.)

	EX	PR
Traffic Signal		
Traffic Signal Control Box		
Water Meter		
Water Meter Valve Box		
Profile Line		
Aerial Power Line		

VEGETATION ITEMS

	EX	PR
Deciduous Tree		
Bush or Shrub		
Evergreen Tree		
Stump		
Orchard/Nursery Line		
Vegetation Line		
Woods & Bush Line		

WATER FEATURE ITEMS

	EX	PR
Stream or Drainage Ditch		
Waters Edge		
Water Surface Indicator		
Water Point		
Disappearing Ditch		
Marsh		
Marsh/Swamp Boundary		

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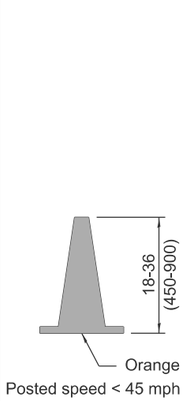
APPROVED January 1, 2021
ENGINEER OF DESIGN AND ENVIRONMENT

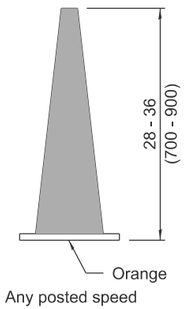
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STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS

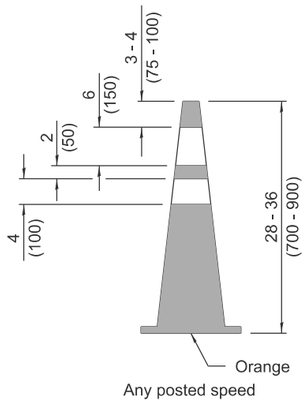
(Sheet 9 of 9)

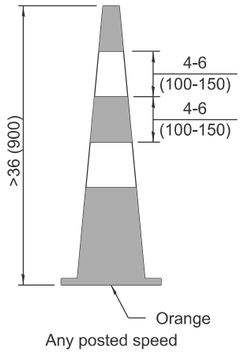
STANDARD 000001-08





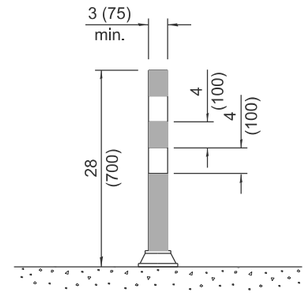
DAYTIME USE



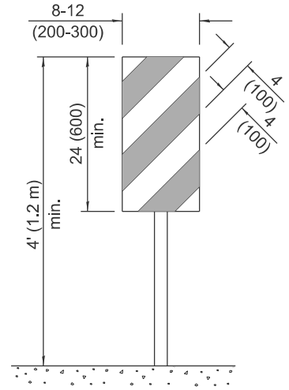


DAY OR NIGHTTIME USE

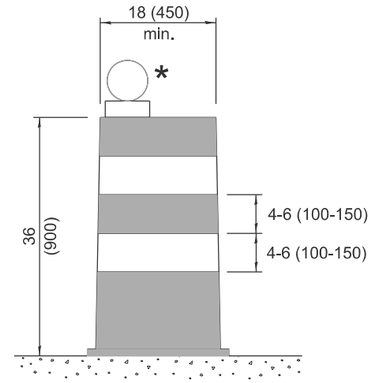
CONES



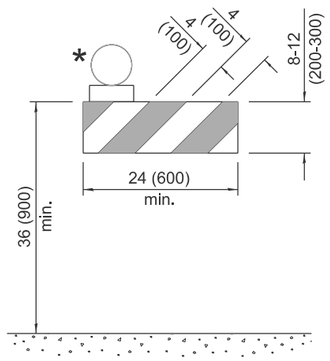
TUBULAR MARKER



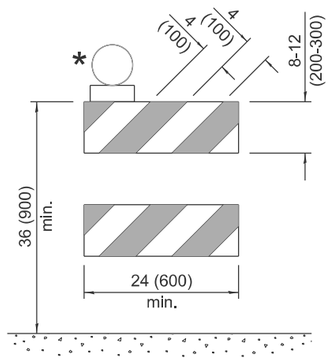
VERTICAL PANEL
POST MOUNTED



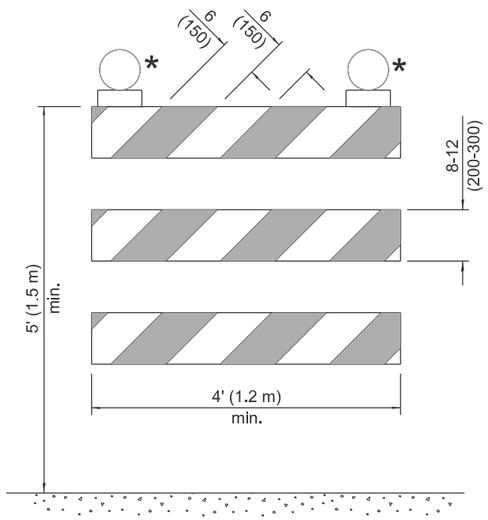
DRUM



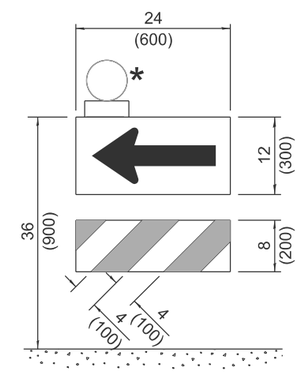
TYPE I BARRICADE



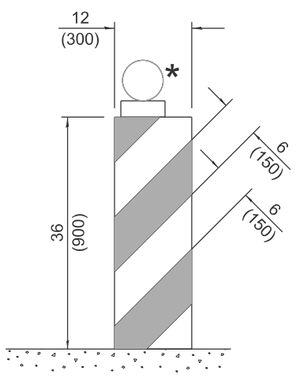
TYPE II BARRICADE



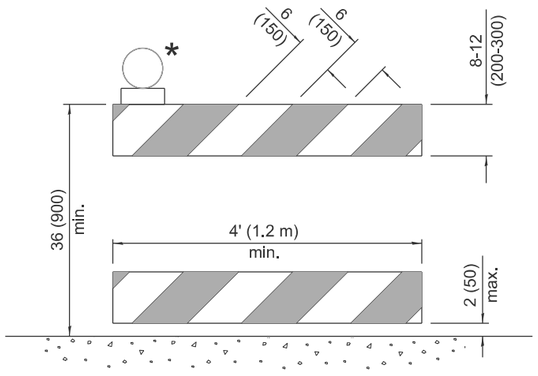
TYPE III BARRICADE



DIRECTION INDICATOR BARRICADE



VERTICAL BARRICADE



DETECTABLE PEDESTRIAN CHANNELIZING BARRICADE

* Warning lights (if required)

GENERAL NOTES

All heights shown shall be measured above the pavement surface.

All dimensions are in inches (millimeters) unless otherwise shown.

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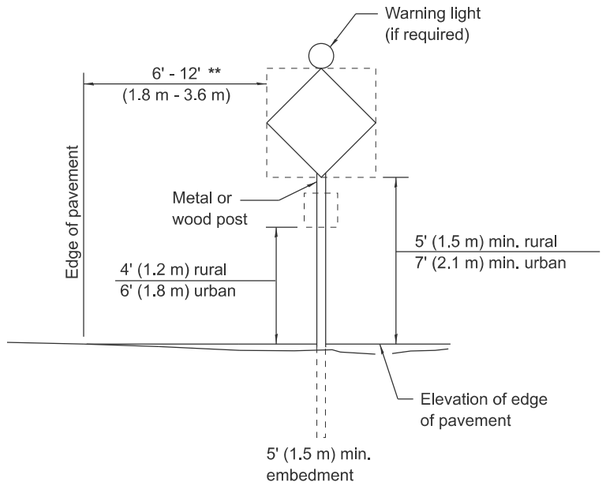
ISSUED 1-1-13

DATE	REVISIONS
1-1-25	Updated Temporary Rumble
	Strip Detail (sht. 3).
1-1-24	Revised Type III Barricade notes
	(sht. 3) & moved warning light on
	post mounted signs to top center.

TRAFFIC CONTROL DEVICES

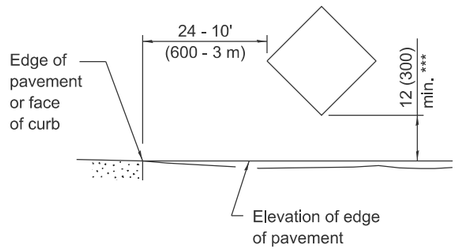
(Sheet 1 of 3)

STANDARD 701901-10



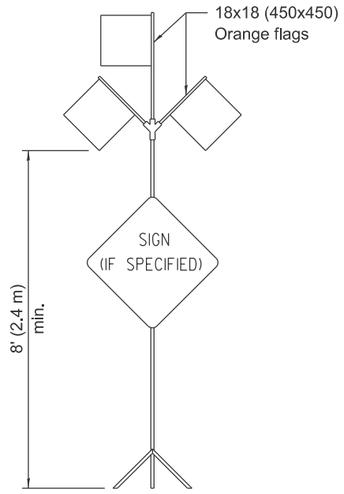
POST MOUNTED SIGNS

** When curb or paved shoulder are present this dimension shall be 24 (600) to the face of curb or 6' (1.8 m) to the outside edge of the paved shoulder.



SIGNS ON TEMPORARY SUPPORTS

*** When work operations exceed four days, this dimension shall be 5' (1.5 m) min. If located behind other devices, the height shall be sufficient to be seen completely above the devices.



HIGH LEVEL WARNING DEVICE



G20-I104(0)-6036



G20-I105(0)-6024

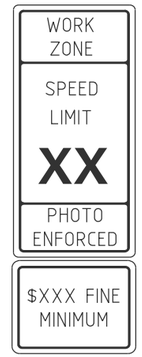
This signing is required for all projects 2 miles (3200 m) or more in length.

ROAD CONSTRUCTION NEXT X MILES sign shall be placed 500' (150 m) in advance of project limits.

END CONSTRUCTION sign shall be erected at the end of the job unless another job is within 2 miles (3200 m).

Dual sign displays shall be utilized on multi-lane highways.

WORK LIMIT SIGNING



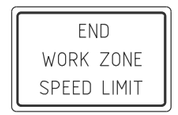
W21-III5(0)-3618

R2-1-3648

R10-I108p-3618 ****

R2-I106p-3618

Sign assembly as shown on Standards or as allowed by District Operations.

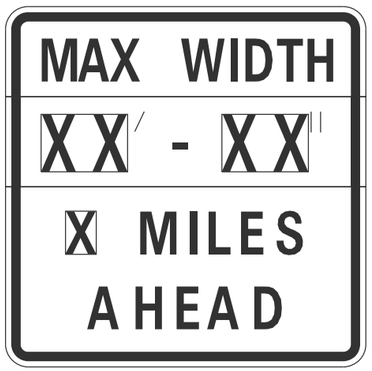


G20-I103-6036

This sign shall be used when the above sign assembly is used.

HIGHWAY CONSTRUCTION SPEED ZONE SIGNS

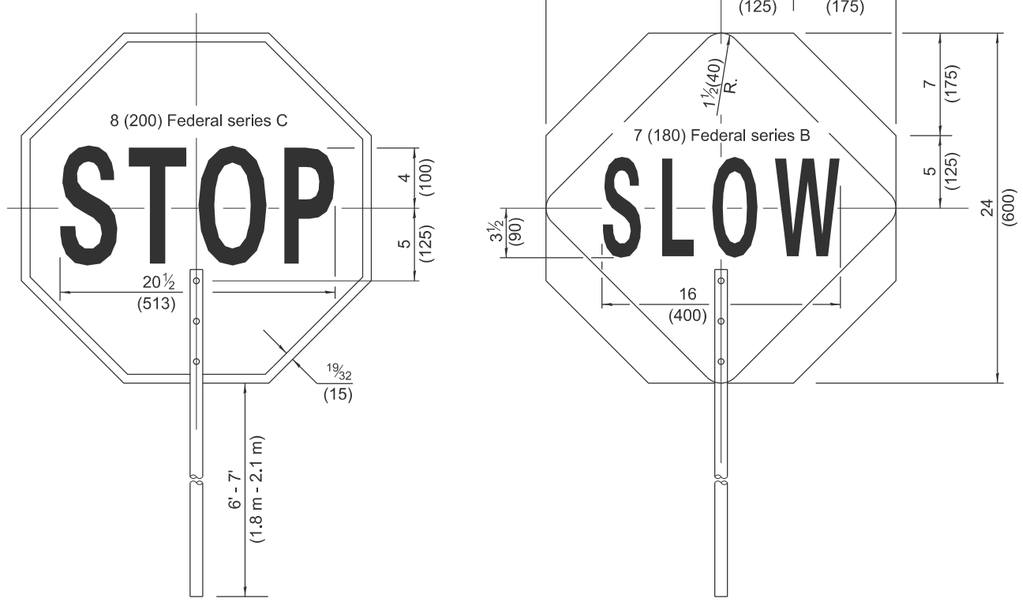
**** R10-I108p shall only be used along roadways under the juristiction of the State.



W12-I103-4848

WIDTH RESTRICTION SIGN

XX'-XX" width and X miles are variable.



FLAGGER TRAFFIC CONTROL SIGN

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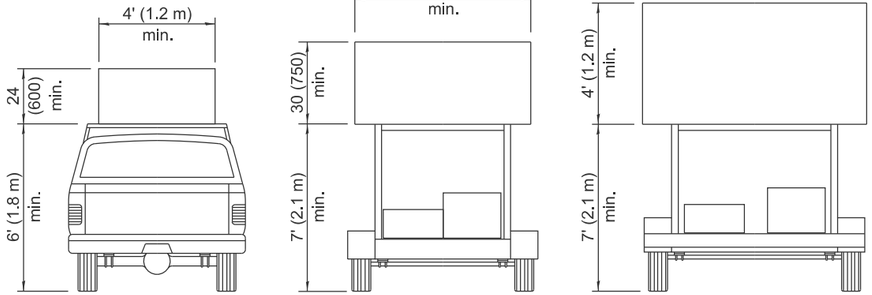
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TRAFFIC CONTROL DEVICES

(Sheet 2 of 3)

STANDARD 701901-10

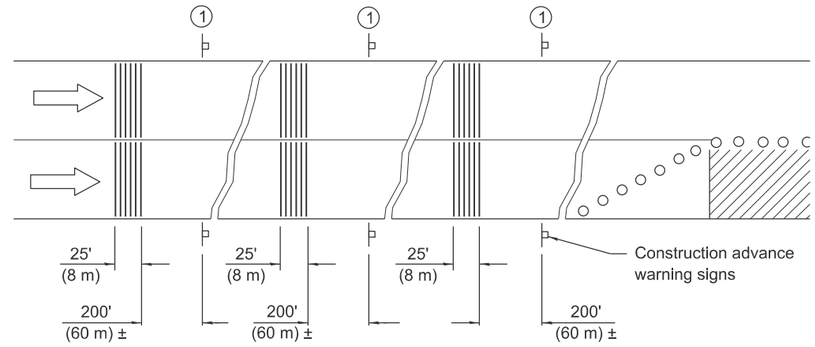


TYPE A ROOF MOUNTED

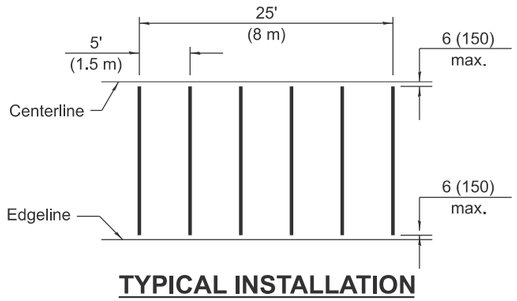
TYPE B ROOF OR TRAILER MOUNTED

TYPE C TRAILER MOUNTED

ARROW BOARDS

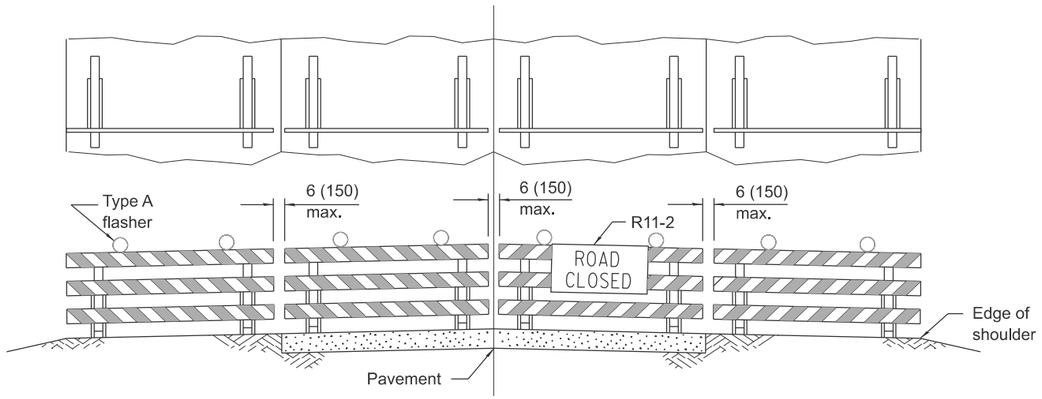


1 This sign shall be omitted when median width is less than 10' (3 m).



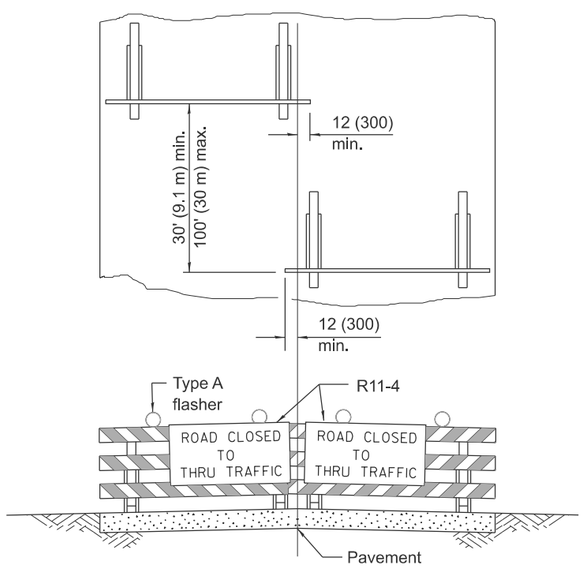
TYPICAL INSTALLATION

TEMPORARY RUMBLE STRIPS



ROAD CLOSED TO ALL TRAFFIC

Reflectorized striping may be omitted on the back side of the barricades.



ROAD CLOSED TO THRU TRAFFIC

Reflectorized striping shall appear on both sides of the barricades.

TYPICAL APPLICATIONS OF TYPE III BARRICADES CLOSING A ROAD

If a Type III barricade with an attached sign panel which meets NCHRP 350 or MASH is not available, the sign may be mounted on an NCHRP 350 or MASH temporary sign support directly in front of the barricade.

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TRAFFIC CONTROL DEVICES

(Sheet 3 of 3)

STANDARD 701901-10

ATTACHMENT D

SPECIAL INSTRUCTIONS

1. Working Days

Except for such work as may be require to properly maintain lights and barricades, no work will be permitted on Sunday, legal holidays, or weekdays between 7:00 p.m. and 7:00 a.m. On Saturdays, no work shall begin before 9:00 a.m. or continue after 5:00 p.m. without specific permission of the Engineer.

If work outside of normal working day hours is necessary, payment at 1.5 times the salary and benefits of the City inspector shall be payable to the City. Reasonable delays due to weather or conditions beyond the control of the City or Contractor may not require payment.

Without specific permission of the City Engineer (City of Highland Park) and except for such work as may be required to properly maintain lights and barricades, no work will be permitted on:

A. Weekdays between 7:00 p.m. and 7:00 a.m.
B. Saturdays between 5:00 p.m. and 9:00 a.m.
C. Sundays
D. Holidays listed below

Holiday	Date Observed
New Year's Day	01/01/2026
Martin Luther King Jr Day	01/19/2026
Passover (beg. Sundown 4/1/26)	04/02/2026
Memorial Day	05/25/2026
Independence Day	07/04/2026
Labor Day	09/07/2026
Rosh Hashanah (beg. sundown 9/11/26)	09/12/2026
Yom Kippur (beg. sundown 9/20/26)	09/21/2026
Veterans Day	11/11/2026
Thanksgiving Day	11/26/2026
Christmas	12/25/2026

2. Liquidated Damages

If the contractor fails to complete the project within the time limit specified, liquidated damages in the amount specified in the Standard Specifications, Article 108.09, "Failure to Complete Work on Time", shall be imposed for each calendar day until the project is completed.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Patrick Hoffmann, Planner II

Department: Community Development Department

Title: An Ordinance Rezoning Property from the R1 Country Estate Residential District to the R6 Medium Density Residential District (1047 Livingston Street)

Recommendation:
Staff recommend rezoning 1047 Livingston St. from R1 Country Estate Single Family Residential District to R6 Medium Density Residential District as recommended by Plan & Design Commission.

Policy Consideration:

SUMMARY:
The petitioner and owner Von Hanovnikian (the "***Applicant***") of 1047 Livingston St (the "***Property***") has submitted an application for a Zoning Map Amendment to rezone their property from R1 Country Estate Single Family Residential District to R6 Medium Density Single Family Residential District. The application is only to rezone the property, and no changes to the existing structure are proposed. The area bounded in red is the area to be rezoned.



The Applicant's Narrative Statement is included as **Attachment 1**. The plat of survey for the property is included as **Attachment 2**.

Commission Consideration:
On June 16, 2026, the Plan and Design recommended approval of the proposed rezoning of the property 1047 Livingston St. from R1 to R6 by a vote of 6-0. Please see the Findings of Fact as **Attachment 4**.

PROJECT BACKGROUND.
The property, located near the corner of Compton Ave and Livingston St, is currently zoned R1 Country Estate and has been zoned R1 since 1981. Before 1981, the property was zoned "A" Country Estate at least 1947 see **Attachment 3**. In essence, this property has always been zoned the least dense single family zoning district. The adjacent neighborhoods across from Half Day and Compton have stayed consistently R6 since 1981. Before 1981, across from Half Day and Compton the homes had been zoned D single family. According to the 1968 zoning code, Zoning District "D" was referred to as one-sixth acre single-family, which is comparable to today's R6 zoning district. The City will review the zoning of the other R1 properties on this block as part of the upcoming comprehensive plan, and City staff will be recommending all the properties are rezoned to R6, to match the surrounding neighborhood.



In 2006, the three acre property across the Livingston St. was rezoned to R6 to allow for its redevelopment. Ultimately, many years later, the 10 single-family homes were approved and developed and now called Hidden Oaks subdivision (recently completed)., was rezoned from R1 to R6. This resulted in the property to be adjacent to the R6 zoning district from both the south and east, as well as, to the north once across Half Day Rd.

Note that the property is located within floodplain (500 year), and any development onsite must comply with relevant floodplains rules, including both FEMA and City and County regulations.

RELIEF SUMMARY.
Please see below for Chapter 150 Zoning Code bulk requirements for the R1 and R6 zoning districts:

Zoning District	R1	R6	Existing Lot
Lot Area	130,680 SF	7,260 SF	9,375 SF
Average Width	250 ft.	50 ft.	75 ft.
Front Yard Minimum	50 ft.	25 ft.	33.17 ft. (existing house location)

Side Yard	50 ft.	Total depth of all side yards must be a minimum of 25% of Lot Width, and in no event shall any side yard be less than 6	31.43 ft. to the east; Survey does not show dimension to the west
Rear Yard	50 ft.	25 ft. or 20% of Lot Depth	Greater than 50 ft.; Survey does not include dimension.

Per **Attachment 2**, the plat of survey, the existing lot is undersized for the R1 zoning district but would be compliant with the R6 Zoning District. Please note, the lot currently has **no** buildable area due to the setback constraints of its current zoning designation - R1. Any new development would require a variation from the Chapter 150 setback requirements, which requires approval from the Zoning Board of Appeals. In 2022, the applicant applied for multiple variations to the setback requirements, and was approved, but since decided not to move forward with that project. Please refer to the Applicant's narrative regarding the variance.

COMPREHENSIVE PLAN.

The proposed Planned Development is located within the North Central neighborhood planning district and addresses multiple Comprehensive Plan and Neighborhood Plan goals including:

- New Development should be consistent with existing conditions.
    - Home located on the property has been there since 1927 according to Lake County Assessor's Office and no change to the property is proposed at this time.
- Encourage neighborhood integration with the rest of the City by strengthening physical linkages to other neighborhoods.
    - Adjacent neighborhoods to the north, south, and west are zoned R6, which is consistent with the rezoning request.
- Maintain the quiet and peaceful nature of the neighborhood.
    - Property will continue to be used as a single family use.

Core Priorities:

Economic Development & Vibrancy — Development supports the overall tax base, maintains existing housing, and contributes to vibrancy by attracting people to the community.

Attachments:

1. HP Ordinance Map Amendment (1047 Livingston)
2. Exhibit A - Legal Description of the Property
3. Attachment 1 - Project Narrative
4. Attachment 2 - Plat of Suvery
5. Attachment 3 - Historic Zoming Maps
6. Attachment 4 - Draft Findings of Fact

CITY OF HIGHLAND PARK

ORDINANCE NO. _____

An Ordinance Rezoning Property from the R1 Country Estate Residential District to the R6 Medium Density Residential District
(1047 Livingston Street)

WHEREAS, Von Hanovnikian ("***Owner***") is the record title owner of that certain parcel of real property commonly known as 1047 Livingston Street, Highland Park, Illinois, located in the R1 Country Estate Residential District ("***R1 District***"), consisting of 9,375 square feet, 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 single-family residence; and

WHEREAS, the existing zoning regulations in the R1 District require a minimum area of 130,680 square feet for lots improved with single-family residences; and

WHEREAS, the Owner desires the Property be rezoned to the R6 Medium Density Residential District ("***R6 District***") to bring the Property into compliance with the requirements of the "City of Highland Park Zoning Ordinance of 1997," as amended ("***Zoning Code***"); and

WHEREAS, pursuant to Article XV of the Zoning Code, the Owner has applied to the City to rezone the Property from the R1 District to the R6 District ("***Proposed Rezoning***"); and

WHEREAS, a public hearing of the Plan and Design Commission of the City of Highland Park ("***Plan and Design***") to consider an amendment of the Zoning Ordinance District Map of the City ("***Zoning Map***") in accordance with the Proposed Rezoning was duly advertised on June 1, 2026 in the Lake County News-Sun newspaper, and held on June 16, 2026; and

WHEREAS, on June 16, 2026, the Plan and Design Commission adopted Findings of Fact, Public Hearing No. REZ -2026-00014, recommending that the City Council approve the Proposed Rezoning; and

WHEREAS, consistent with the PDC recommendation, the City Council has determined that it will serve and be in the best interests of the City and its residents to approve the Proposed Rezoning for the Property, in accordance with, and subject to, the conditions, restrictions, and provisions of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED 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 Ordinance as the findings of the City Council.

SECTION TWO: ZONING MAP AMENDMENT. The Zoning Map is hereby amended to rezone the Property to the R6 District, in accordance with, and pursuant to, Section 150.1507 of the Zoning Code and the home rule powers of the City.

SECTION THREE: EFFECTIVE DATE. This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:

ORDINANCE NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

The subject property is commonly known as 1047 Livingston St in Highland Park, IL, legally described as:

LOTS 45, 46, AND 47 IN BLOCK 1 IN COMPTON'S ADDITION TO HIGHLAND PARK, BEING A SUBDIVISION OF THE EAST HALF OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 43 NORTH, RANGE 12 EAST, OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 23, 1876, IN BOOK "A" OF PLATS, PAGE 36, IN LAKE COUNTY, ILLINOIS.

PINs: 16-15-311-031-0000, 16-15-311-032-0000, and 16-15-311-033-0000

PROJECT NARRATIVE

Request for map amendment to re-zone 1047 Livingston Street from R1 to R6.

Surrounding properties are zoned R6, including a new development completed 2024-2026 on the same street (Livingston).

Property value significantly diminished by R1 due to non-conforming status. R1 requires 3 acres. No home on Petitioner's side of Livingston is anywhere close to three acres in size.

The proposed zoning promotes the general health, safety, and welfare of the citizenry of the City.

Both public and Petitioner gain by rectifying an outdated 1922 zoning designation. Surrounding properties were re-zoned but not Petitioner property.

Compatibility is achieved by this change.

Petitioner can modernize and update home in R6 without any issues. Petitioner under significant hardship, only one bathroom and no garage. Petitioner cannot sell home with current zoning.

Petitioner wishes to build new home conforming to R6 standards like homes built on other side of Livingston 2024-2026. Petitioner cannot age in place in existing home due to accessibility issues.

Petitioner has accessibility issues in outdated home built over 70 years ago. Petitioner would like to continue to reside in home he has owned for many years.

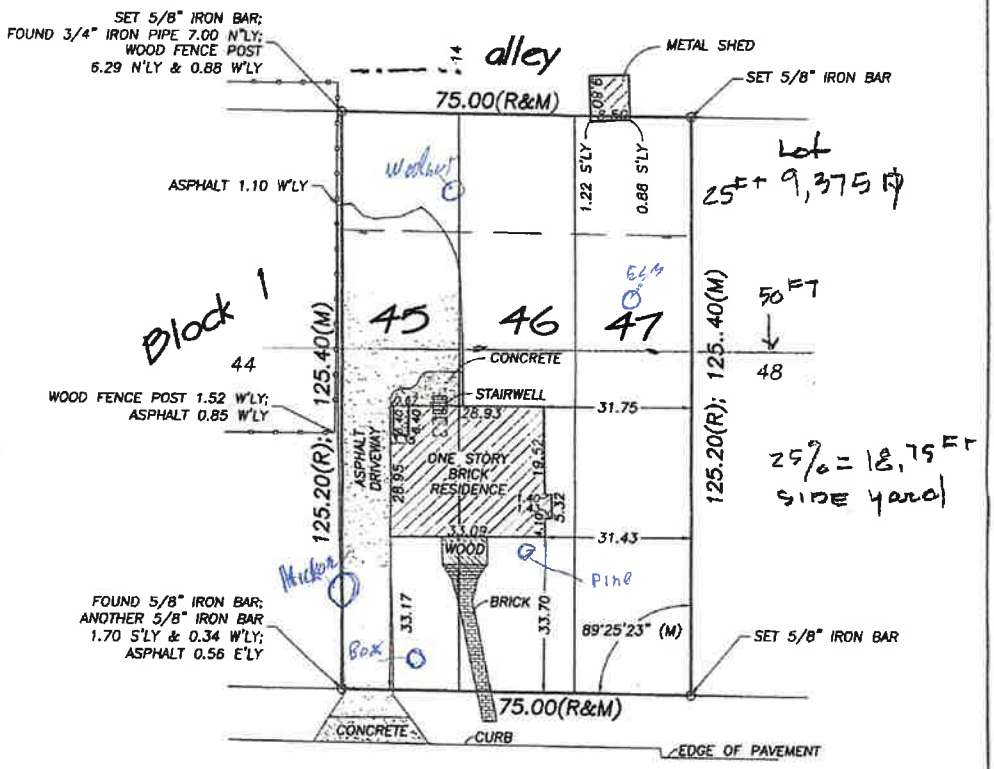
(847) 336-0059 phone
(847) 336-8753 fax

PEKLAY SURVEYING CO., LTD.

PLAT OF SURVEY

163 N. GREENLEAF ST.
SUITE 1
GURNEE, IL. 60031-3344

LOTS 45, 46 AND 47 IN BLOCK 1 IN COMPTON'S ADDITION TO HIGHLAND PARK, BEING A SUBDIVISION OF THE EAST HALF OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 43 NORTH, RANGE 12 EAST, OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 23, 1876, IN BOOK "A" OF PLATS, PAGE 36, IN LAKE COUNTY, ILLINOIS.



Lot
25FT 9,375 ft

50 FT

25% = 18.75 FT
side yard

Livingston Street

R-6

Legend

(R)= Record
(M)= Measure
——o——o—— = Wood Fence
Area = 9,390 Sq. Ft. (R)

NORTH

ALL DISTANCE IN FEET AND DECIMAL PARTS THEREOF. NO DIMENSIONS TO BE ASSUMED BY SCALING.
DATE OF FIELD WORK: 7/10/19
SCALE: One inch = 30 feet
FILE NO. 19-190
ORDERED BY: V. Hanovnikian

PROPERTY ADDRESS: 1047 Livingston Street, Highland Park, Illinois

NOTE: Only those Building Line Restrictions or Easements shown on a Recorded Subdivision Plat are shown hereon unless the descriptions ordered to be surveyed contains a proper description of the required building lines or easements.

Compare your description and site markings with this plat and AT ONCE report any discrepancies which you may find.

EDWARD PEKLAY ILLINOIS 2549 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS GURNEE,

STATE OF ILLINOIS
COUNTY OF LAKE S.S.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS OF PRACTICE APPLICABLE TO BOUNDARY SURVEYS.

GURNEE, IL. 7/16 A.D. 20 19
PEKLAY SURVEYING CO., LTD.
PROFESSIONAL DESIGN FIRM-NO. 2981

BY Edward Peklay
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2549. MY LICENSE EXPIRES 11/30/2020

CITY OF HIGHLAND PARK ILLINOIS

ZONING ORDINANCE DISTRICT MAP

Legend

RESIDENTIAL

country estate	R 1
country home	R2
low density	R3
low to moderate	R4
moderate density	R5
medium density	R6
medium to high	RM1
high density	RM2
high density res./ office	RO

COMMERCIAL

neighborhood	B 1
ravinia	B2
highway	B3
service	B4
central business	B5

INDUSTRIAL

light industry	I

FLOOD PLAIN

approximate

each square = one acre

THIS IS TO CERTIFY THAT THIS "ZONING ORDINANCE DISTRICT MAP" IS A PART OF THE HIGHLAND PARK ZONING ORDINANCE (CHAPTER 150) AS SPECIFIED IN SECTION 150.0102, THEREOF.

MAYOR

ATTEST: _____
CITY CLERK

MAP LAST REVISED
4-14-80
8-30-81

CITY OF HIGHLAND PARK
ILLINOIS

USE DISTRICT MAP

GRAPHIC SCALE IN FEET

DIST.	SYMBOL	USE
A		COUNTRY ESTATE
B		COUNTRY HOME
B1		SINGLE FAMILY
C		SINGLE FAMILY
D		SINGLE FAMILY
E		LIMITED MULTIPLE-FAMILY
F		MULTIPLE-FAMILY
G		OUTLYING BUSINESS
H-1 H		BUSINESS CENTRAL BUSINESS
H-2 I		SERVICE INDUSTRIAL
G-1		OFFICE & RESEARCH
A-1		TWO ACRE COUNTRY HOME
F-1		MULTIPLE - FAMILY

THIS IS TO CERTIFY THAT THIS "USE DISTRICT MAP" IS A PART OF THE HIGHLAND PARK ZONING ORDINANCE OF 1947 AS SPECIFIED IN SECTION 4-6 THEREOF, AS AMENDED

Robert M Bastian
MAYOR

ATTEST: Carmen Pallery
CITY CLERK

FILED: 28 OCT 1975
PASSED: 28 OCT 1975
APPROVED: 28 OCT 1975
RECORDED: 6 NOV 1975
PUBLISHED 3 DEC 1975

LAKE FOREST
OLD ELM COUNTRY CLUB
HIGHWOOD
HIGHLAND PARK COUNTRY CLUB
EXMOOR COUNTRY CLUB
SHERIDAN ROAD
LAKE MICHIGAN
SUNSET VALLEY GOLF CLUB
BOB-O-LINK GOLF CLUB
NORTHMOOR COUNTRY CLUB
EDENS PARKWAY
DEERFIELD

REVISED: Nov 9, 1975 re 40-75; Sept 12, 1975 ef 64-75; Oct 21, 1975 # 73-75; Nov 6, 1975 re 71-75

Revised: 13 July 1970 #43-70; #46-70 CB; 14 Sept 1970 #68-70 RB; 22 Nov 1971 #58-71 CB

Revised: Nov 29, 1966 HJ Ownert

Revised: Feb 15, 1961; Dec 2, 1968 REC; Mar 9, 1966 CAM, JLH; Jan 26, 1966 REC; Mar 25, 1966 REC; July 26, 1966 NTS; Nov 14, 1966 NTS; Feb 2, 1967 DF-J; Apr 10, 1967 HJS; May 22, 1967 HJS; June 26, 1967 NTS; Sept 11, 1967 NTS; Dec 11, 1967 NTS; Apr 8, 1968 JU; May 13, 1968 JU; June 10, 1968 JU; June 9, 1969; Mar 23, 1970 KB; Apr 13, 1970 #22-70 #43-70 ES

...72, year of 1 no changes

RELEASE: 16 MAR 1974 #24-73; #25-73; #26-73 RDG; MAY 5-74 RG; #31-74; 14 NOV 74 #68-74

REDRAWN NOV 29, 1966 BY H.J. OWNERT

CITY OF HIGHLAND PARK
I L L I N O I S

USE DISTRICT MAP

DIST.	SYMBOL	USE
A		COUNTRY ESTATE
B		COUNTRY HOME
B-1		SINGLE FAMILY
C		SINGLE FAMILY
D		SINGLE FAMILY
E		LIMITED MULTIPLE-FAMILY
F		MULTIPLE-FAMILY
G		OUTLYING BUSINESS
H		CENTRAL BUSINESS
I		INDUSTRIAL
G-1		OFFICE & RESEARCH
A-1		TWO ACRE COUNTRY HOME
F-1		MULTIPLE - FAMILY

GRAPHIC SCALE IN FEET 0 600 1200 1800

THIS IS TO CERTIFY THAT THIS "USE DISTRICT MAP" IS A PART OF THE HIGHLAND PARK ZONING ORDINANCE OF 1947 AS SPECIFIED IN SECTION 4-6 THEREOF, AS AMENDED

Fred G. Green
MAYOR

ATTEST: Allen L. Sandberg
CITY CLERK

FILED:
PASSED: Oct. 26, 1964
APPROVED: Oct. 26, 1964
RECORDED: Oct. 27, 1964
PUBLISHED: Oct. 29, 1964

Revised Feb. 15, 1961 REDRAWN NOV. 29, 1956
Revised Dec. 2, 1964-REC BY N. J. DYKAERT
Revised Mar. 6, 1965-CAM, JLH

CITY OF HIGHLAND PARK
ILLINOIS

GRAPHIC SCALE IN FEET
0 300 900 1200 1800

LEGEND

DIST.	SYMBOL	USE
A		COUNTRY ESTATE
B		COUNTRY HOME
C		SINGLE FAMILY
D		SINGLE FAMILY
E		TWO FAMILY
F		MULTIPLE FAMILY
G		OUTLYING BUSINESS
H		CENTRAL BUSINESS
I		INDUSTRIAL

THIS IS TO CERTIFY THAT THIS "DISTRICT MAP" IS A PART OF THE HIGHLAND PARK ZONING ORDINANCE OF 1947 AS SPECIFIED IN SECTION 4-6 THEREOF

J.B. Forrest
MAYOR

ATTEST.
W. Mercer
CITY CLERK

FILED: ~~February 17, 1947.~~
PASSED: ~~February 24 1947~~
APPROVED: ~~February 24 1947.~~
RECORDED: ~~February 26, 1947~~
PUBLISHED: March 4, 1947.

FINDINGS OF FACT
Public Hearing REZ-2026-00014

Findings of Fact for a Zoning Map Amendment to rezone 1047 Livingston St from R1 Country Estates Single Family Residential District to R6 Medium Density Single Family Residential District.

The Plan and Design Commission recommended approval by a vote of 6-0 at the June 16, 2026 meeting.

Per Section 150.1505. – Standards
(A) In making its recommendations to grant or its recommendations to deny any specific application for an amendment rezoning any given parcel of land, the Plan and Design Commission shall consider:

(1) The existing uses and zoning of nearby properties;

Finding: The Plan & Design Commission finds that,

Direction	Zoning	Land Use
North	R1 Country Estate; R6 Medium Density Single Family	Single Family Homes
West	R1 Country Estate	Single Family Homes, Public Works Storage Yard
South	R6 Medium Density Single Family	Retention Pond, Single Family Homes
East	R6 Medium Density Single Family	Retention Pond, Golf Course and Single Family Homes

Note that the neighborhood across Half Day Rd. on the north is R6.

(2) The extent to which property values are diminished by the existing zoning;

Finding: The Plan & Design Commission finds that the property has no buildable area due to the large setback requirements of the R1 zoning district. In order to add an addition or construct any new home would require variations from the Chapter 150 Zoning Code, or rezoning, as requested.

(3) The extent to which the existing zoning and/or proposed zoning promotes the general health, safety, and welfare of the citizenry of the City;

Finding: The Plan & Design Commission finds that a change to the R6 zoning district would allow for the property to construct a new addition or construct a new home like the homes across from Livingston St, Compton Ave, and Half Day Rd.

(4) The relative gain to the public as compared to the hardship imposed upon the petitioner;

Finding: The Plan & Design Commission finds that the property already exists with a single family home. There will be no change in the number of units allowed on the property. The zoning map amendment would allow the applicant to improve their home without the need of a variation from Chapter 150 Zoning Code.

(5) The suitability of the subject property for the purposes for which it is presently zoned;

Finding: The Plan & Design Commission finds that the property is non-conforming with the R1 zoning district bulk regulations and has no buildable area per the setback requirements.

(6) The length of time that the subject property has been vacant, as presently zoned, considered in the context of the land development in the area in which the property is located;

Finding: The Plan & Design Commission finds that the property is not vacant, but cannot construct an addition without receiving a variation to Chapter 150 Zoning Code bulk requirements.

(7) The compatibility of existing zoning as compared to the compatibility of the proposed zoning with the existing Master Plan; and

Finding: The Plan & Design Commission finds that the property will continue to be a single family residence.

(8) The evidence or lack of evidence of community need for the use proposed by the petitioner which would require the zoning amendment.

Finding: The Plan & Design Commission finds that the property is adjacent to the R6 zoning district along the south and east, as well as to the north across from Half Day Rd. This zoning change would allow for the existing home to match adjacent zoning and conform to the Zoning Code.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Karl Burhop, Senior Planner
Joel Fontane, Director of Community Development

Department: Community Development Department

Title: A Resolution Approving a Settlement Agreement and covenant Not to sue Relating to 1850 Green Bay Road (Albion)

Recommendation:
Regular updates have been provided to the City Council on this topic. The attached settlement agreement has been drafted and recommended for approval.

Policy Consideration:

Background & Summary.

Corporation Counsel, the City Manager, and staff have engaged all parties in extensive negotiations that have resulted in a settlement agreement.

The Agreement stems from concerns from Jody and Peter Mordini, of 1853 Sheahen Ct., a property adjacent to the subject property 1850 Green Bay Rd. (the "**Albion Property**") owned by Albion Jacobs Highland Park, LLC ("**Albion**"), about the level of noise that emanates from and is attributable to the Albion Property. In response, the City issued administrative citations to Albion, which citation are being adjudicated in the City's administrative hearing system. The citations allege that the air conditioner units for the residential building on the Albion Property generate noise in excess of the noise regulations in City Code.

Albion denies the Albion Property is the proximate cause of the alleged noise violations, the City and Albion have undertaken extensive investigation into the source of noise, and in an effort to resolve the dispute, Albion advanced several number of action items including but not limited to the proposed solution in the Agreement:

- Albion proposes to construct a 12-foot high, 100-foot long absorptive sound barrier system ("**Sound Barrier System**") on the northern boundary line of the Albion Property bordering the Mordini residence at 1853 Sheahen Ct.

In order to allow the Sound Barrier System Albion must apply for variations from Sections 173.005(G) and 173.010(D)(2) of City Code related to allowed fence materials and maximum allowed fence height and to amend the Planned Development for the Albion Property. In accordance with Section 150.307 of the Zoning Code, the City Council has the authority to approve the Zoning Relief in order to settle litigation provided, however, that nothing in the Agreement obligates the City Council to grant the Zoning Relief, and the City shall have no obligation to grant the Zoning Relief.

The Agreement stipulates the implementation of the Sound Barrier System and sound dampening windows for the Mordini residence – see Section 2 of the Agreement. The City shall then dismiss the citations, upon execution of the Agreement by the parties. The Agreement is conditioned on the execution by the Mordinis and delivery to Albion of a covenant not to sue and release of claims –see Exhibit C in the Agreement.

Next Steps.

Albion to submit an Application for the aforementioned Planned Development amendment with modifications needed for sound wall. A public hearing would be scheduled at the next City Council meeting with formal consideration to follow.

Core Priorities:
Fiscal Stability - this agreement is a prudent alternative to litigation.

Attachments:
1. Resolution Approving Settlement Agreement (Albion) 6.29.2026
2. Settlement Agreement (Albion - Mordini)2026 06 25 v.2(3219558.1)
3. ACCY-2026-00918- APPROVED DRAWINGS

CITY OF HIGHLAND PARK

RESOLUTION NO. _____

A RESOLUTION APPROVING A SETTLEMENT AGREEMENT AND COVENANT NOT TO SUE RELATING TO 1850 GREEN BAY ROAD

WHEREAS, Albion Jacobs Highland Park, LLC, a Delaware limited liability company ("***Albion***") is the record title owner of the property commonly known as 1850 Green Bay Road, Highland Park, Illinois ("***Property***"); and

WHEREAS, the Property is improved with a five-story residential building ("***Building***"); and

WHEREAS, the City issued administrative citations HP020653, HP020654, HP020655, and HP020656 (collectively, "***Citations***") to Albion for alleged violations of the City's noise regulations set forth in Section 150.607 ("***City Noise Regulations***") of the "City of Highland Park Zoning Ordinance of 1997," as amended ("***Zoning Code***"), which Citations are being adjudicated in the City's administrative hearing system; and

WHEREAS, the Citations allege that the air conditioner units for the Building generate noise in excess of the City Noise Regulations on various dates and times; and

WHEREAS, Albion denies the Property is the proximate cause of the alleged noise violations, in light of the noise generated from adjacent non-residential properties and ambient noise generated from high traffic areas in the immediate vicinity of the Property ("***Noise Dispute***").; and

WHEREAS, in order to avoid the time, expense, and uncertainty of possible litigation, the City and Albion desire to enter into a settlement agreement and covenant not to sue (***"Agreement"***) concerning the Citations; and

WHEREAS, the City Council has determined that entering into the Agreement with Albion 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: APPROVAL OF AGREEMENT. The Agreement by and between the City and Albion is hereby approved in substantially the form attached to this Resolution as **Exhibit A**, and in a final form to be approved by the City Manager and the Corporation Counsel.

SECTION THREE: EXECUTION OF AGREEMENT. The City Manager and the Deputy City Clerk are hereby authorized and directed to execute and attest, on behalf of the City, the Agreement upon receipt by the City Clerk of at least one original copy of the Agreement executed by Albion; provided, however, that if the executed copy of the Agreement is not received by the City Clerk within 45 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the City Council, be null and void.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the City Council.

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ashley Palbitska, Deputy City Clerk

EXHIBIT A

AGREEMENT

SETTLEMENT AGREEMENT AND COVENANT NOT TO SUE

THIS SETTLEMENT AGREEMENT AND COVENANT NOT TO SUE ("***Agreement***") is entered into as of this __ day of _____, 2026, by and between Albion Jacobs Highland Park, LLC, a Delaware limited liability company ("***Albion***"), and the City of Highland Park, an Illinois home rule municipal corporation ("***City***") (collectively, Albion and the City are referred to individually as a "***Party***" and collectively as the "***Parties***").

SECTION 1. RECITALS.

A. Albion is the owner of that certain parcel of real property located at 1850 Green Bay Road, Highland Park, Illinois 60035, and identified by tax parcel number 16-23-307-163 ("***Albion Property***").

B. The Albion Property is improved with a five-story residential building ("***Building***") and is located in the B4-5 Commercial Service District of the City.

C. On August 26, 2019, the City approved a special use permit in the nature of a planned development for the Albion Property ("***Planned Development***"), as subsequently amended.

D. Jody and Peter Mordini ("***Mordinis***") are the owners of that parcel of real property located at 1853 Sheahen Court, Highland Park, Illinois 60035 ("***Mordini Property***"), located in the R6 Medium Density Residential District of the City.

E. The Mordini Property is located adjacent to and north of the Albion Property and is improved with a single-family residence ("***Mordini Residence***").

F. The Mordinis have expressed concern about the level of noise that emanates to the Mordini Property and have indicated that, based on their observations, the noise is attributable to the Albion Property.

G. The City issued administrative citations HP020653, HP020654, HP020655, and HP020656 (collectively, "***Citations***") to Albion for alleged violations of the City's noise regulations set forth in Section 150.607 ("***City Noise Regulations***") of the "City of Highland Park Zoning Ordinance of 1997," as amended ("***Zoning Code***"), which Citations are being adjudicated in the City's administrative hearing system.

H. The Citations allege that the air conditioner units for the Building generate noise in excess of the City Noise Regulations on various dates and times.

I. Albion denies the Albion Property is the proximate cause of the alleged noise violations, in light of the noise generated from adjacent non-residential properties and ambient noise generated from high traffic areas in the immediate vicinity of the Mordini Property ("***Noise Dispute***").

J. The City and Albion have undertaken extensive investigation into the sources of noise giving rise to claimed violation of the City's Noise Regulations which were issued subsequent to Albion's installation of sound-reducing louvers on air conditioning units located in the windows of the Building ("***Louvers***").

K. In an effort to resolve the Noise Dispute, Albion advanced a number of action items including but not limited to planting additional landscaping, installing a noise matt on the existing fence and installation of customized louvres on the north elevation.

L. In a further effort to resolve the Citations, Albion proposes to construct a 12-foot high, 100-foot long absorptive sound barrier system on the northern boundary line of the Albion Property bordering the Mordini Residence, in the manner set forth on the materials list and in the manner set forth on the dimensions and location plans attached hereto, which are made a part of this Agreement as **Group Exhibit A** ("***Sound Barrier System***").

M. Pursuant to Section 173.010(D)(2) of the "Highland Park City Code of 1968," as amended ("***City Code***"), the maximum permitted height for a solid fence along the lot line of a residential property which separates such residential property from any business district is eight feet.

N. Pursuant to Section 173.050(G) of the City Code, solid-type fences must be constructed of either masonry or smooth-finished wood.

O. In order to permit the construction of the Sound Barrier System on the Albion Property, Albion will submit an application to the City for an amendment to the Planned Development and for variations from Sections 173.005(G) and 173.010(D)(2) of the City Code (collectively, the "***Zoning Relief***").

P. In accordance with Section 150.307 of the Zoning Code, the City Council of the City ("***City Council***") has the authority to approve the Zoning Relief in order to settle litigation.

Q. To avoid the time, expense, and uncertainty of further administrative proceedings and future litigation, the Parties desire to enter into this Agreement to fully and finally settle all actual, potential, and future claims arising out of, or in any way related to the Citations, the City Noise Regulations, and the Noise Dispute.

SECTION 2. IMPLEMENTATION OF SOUND MITIGATION

A. Sound Barrier System

1. Albion shall submit to the City, and diligently pursue at its sole expense, an application for approval of the Zoning Relief necessary to permit construction of the Sound Barrier System on the Albion Property.

2. In accordance with Section 150.307 of the Zoning Code and the home rule powers of the City, the City Council shall consider the Zoning Relief in order to settle the litigation of the Citations; provided, however, that nothing in this Agreement obligates the City Council to grant the Zoning Relief, and the City shall have no obligation to grant the Zoning Relief.

3. Within 120 days after receipt of all permits, variances, and other municipal approvals necessary to install the Sound Barrier System, including without limitation approval of the Zoning Relief, Albion shall commence construction and installation the Sound Barrier System at its sole expense. Albion shall have no obligation to construct or install the Sound Barrier System if the Zoning Relief is not granted.

4. Albion shall enter into a temporary access agreement with the Mordinis to permit Albion's representatives to access the Mordini Property, as applicable, during normal working hours for work related to the construction and installation of the Sound Barrier System. If Albion does not receive this temporary access agreement within 30 days following the granting of the Zoning Relief, Albion will have no obligation to construct and install the Sound Barrier System.

5. During construction and installation of the Sound Barrier System, Albion shall, at its sole expense, (i) promptly restore or replace any landscaping on the Mordini Property temporarily disturbed by installation of the Sound Barrier System to its pre-existing condition;(ii) protect all existing trees located on the Albion Property or the Mordini Property to the extent practicable in accordance with Article IV of Chapter 94 of the City Code, and (iii) replace any trees on the Mordini Property damaged as result of installation of the Sound Barrier System. Within 30 days after execution of this Agreement and Exhibit B thereto, Albion shall deposit with the City, to be held in escrow, the sum of $10,000.00, and no further monies, for use by Mordini towards the acquisition and contracting for installation of plantings intended to obscure the views of the Sound Barrier System from the Mordini Property. All such work shall be subject to the approval of the City Manager in consultation with the City Director of Public Works and shall be performed to their reasonable satisfaction and consistent with the permits issued for such work. If the actual amount expended for plantings is less than $10,000.00, the City shall refund the difference to Albion.

B. Sound Dampening Windows.

Within 30 days after execution of this Agreement and Exhibit B thereto, Albion shall deposit with the City, to be held in escrow, the sum of $65,000.00, and no further monies, for use toward removal of certain existing windows in the Mordini Residence ("***Existing Windows***") and replacement of those Existing Windows with soundproofed or sound-mitigating windows. If the actual amount expended for removal and replacement of the Existing Windows is less than $65,000.00, the City shall refund the difference to Albion.

SECTION 3. DISMISSAL OF CITATIONS.

The City shall dismiss the Citations at the next available hearing date of the City's Administrative Hearings System after the execution of this Agreement, with each of the Parties to bear their own costs and fees.

SECTION 4. COVENANT NOT TO SUE, COVENANT NOT TO PURSUE FURTHER NOISE ORDINANCE CITATIONS, AND RELEASE OF CLAIMS.

A. This Agreement, and all obligations set forth herein, are specifically conditioned upon, and subject to, the execution by the Mordinis and delivery to Albion of a covenant not to sue and release of claims in the form attached to and, by this reference, made a part of this Agreement as **Exhibit B**.

B. The City covenants and represents that, subsequent to the execution of this Agreement, and provided that there is no material change to the Louvers, the Sound Barrier System, or the noise level emanating from the Albion Property, the City shall refrain from

prosecuting any noise complaint against Albion for any claims arising from or relating to the Noise Dispute, the City Noise Regulations as applied to the Albion Property, or any claims arising from or relating to noise generated from the use, occupancy, and operations of the Albion Property.

C. Provided that there is no material change to the Louvers, the Sound Barrier System, or the noise level emanating from the Albion Property, the City covenants not to commence any lawsuit in any state or federal court against Albion for any claims arising out of or relating to the Noise Dispute, the City Noise Regulations as applied to the Albion Property, or any claims arising from or relating to any allegations that noise generated from the use, occupancy, and operations of the Albion Property violate any state law or municipal code or ordinance.

SECTION 5. GENERAL PROVISIONS.

A. Entire Agreement. This Agreement constitutes the entire agreement between the Parties and supersedes any and all prior agreements and negotiations between the Parties, whether written or oral, relating to the subject matter of this Agreement.

B. Choice of Law, Venue, and Performance. This Agreement and all questions relating to its validity, interpretation, performance, and inducement shall be governed by, construed, interpreted, and enforced in accordance with the substantive laws of the State of Illinois. Any action arising out of this Agreement shall be brought in the state or federal courts of Illinois, and no other venue. In the event of a breach of any of the obligations of this Agreement, the prevailing Party in any litigation shall be entitled to an award of their reasonable attorneys' fees and costs from the non-prevailing Party.

B. Severability. If any provision of this Agreement is construed or held to be void, invalid, illegal, or unenforceable in any respect, the remaining part of that provision and the remaining provisions of this Agreement will not be affected, impaired, or invalidated thereby, but will remain in full force and effect. The unenforceability of any provision of this Agreement will not affect the enforceability of that provision in any other situation.

D. Amendments and Modifications. No amendment or modification to this Agreement will be effective until it is reduced to writing and approved and executed by the Parties to this Agreement in accordance with all applicable statutory procedures.

E. Counterparts. This Agreement may be executed in counterparts, each of which is to be deemed as effective as if executed on the same original.

F. No Third-Party Beneficiaries**.** No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation may be made, or be valid, against the Parties.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have executed and delivered this Agreement as of the date set forth above.

ATTEST:

_____
By:
Its:

ALBION JACOBS HIGHLAND PARK, LLC

_____
By:
Its:

ATTEST:

_____
By:
Its:

CITY OF HIGHLAND PARK

_____
By: Ghida S. Neukirch
Its: City Manager

GROUP EXHIBIT A

SOUND BARRIER SYSTEM MATERIALS LIST, DIMENSIONS AND LOCATION PLAN

EXHIBIT B

FORM OF RELEASE AGREEMENT

COVENANT NOT TO SUE AND RELEASE OF CLAIMS

This COVENANT NOT TO SUE AND RELEASE OF CLAIMS ("***Covenant***") is entered into as of this __ day of _____, 2026, by Jody Mordini ("***Jody***"), and Peter Mordini ("***Peter***" and together with Jody, the "***Mordinis***") in favor of Albion Jacobs Highland Park, LLC, a Delaware limited liability company ("Albion").

RECITALS

A. The Mordinis are the owners of the property located at 1853 Sheahen Court, Highland Park, Illinois 60035 ("***Mordini Property***"), which is improved with a single-family residence ("***Mordini Residence***").

B. Albion is the owner of the property located at 1850 Green Bay Road, Highland Park, Illinois 60035 ("***Albion Property***"), which is south of and adjacent to the Mordini Property.

C. The Mordinis have expressed concerns regarding noise allegedly emanating from the Albion Property to the Mordini Property and the Mordini Residence.

D. Albion denies that the Albion Property is the proximate cause of any alleged noise violation, nuisance, injury, or damage.

E. In connection with the Settlement Agreement and Covenant Not to Sue between the City of Highland Park ("***City***") and Albion dated _____ __, 2026, the Mordinis have agreed to enter into this Covenant.

NOW, THEREFORE, in consideration of the foregoing recitals, the receipt and sufficiency of which are mutually acknowledged, the Mordinis agree as follows:

SECTION 1. COVENANT NOT TO SUE, COVENANT NOT TO PURSUE FURTHER NOISE ORDINANCE CITATIONS AND RELEASE OF CLAIMS. The Mordinis, individually, jointly and on behalf of their heirs, assigns, successors and representatives ("***Mordini Releasors***"), covenant and represent that subsequent to the execution of this Agreement, they shall refrain from directly or indirectly filing any noise or other complaints with the City, the State of Illinois Pollution Control Board, the State of Illinois Environmental Protection Agency, the 19th Judicial Circuit Court of the State of Illinois, the United States District Court for the Northern District of Illinois, or any other state or municipal entity, board or organization against Albion its agents, officers, managers, members, representatives, successors and assigns and any occupants thereof ("***Albion Releasees***") for any claims arising from or relating to for any claims arising out of or relating to the City Noise Regulations or any claims arising from or relating to any allegations that noise generated from the use, occupancy and operations of the Albion Property impact their use and enjoyment of the Mordini Residence or the Mordini Property, constitute a public or private

nuisance, violate any state law or municipal code or ordinance, or have otherwise caused injury or damage to the Mordini Residence or the Mordini Property, or to any occupant, owner, invitee or licensee thereof.

SECTION 2. COVENANT NOT TO SUE. The Mordini Releasors covenant not to commence, maintain, or prosecute any lawsuit, claim, administrative proceeding, regulatory proceeding, or other legal or equitable proceeding against the Albion Releasees arising out of or relating to the alleged noise emanating from the Albion Property or the use, occupancy, or operation of the Albion Property, including any claim that such noise impacts the use or enjoyment of the Mordini Property or the Mordini Residence, constitutes a public or private nuisance, violates any law, ordinance, regulation, or standard, or has caused or may cause injury, loss, damage, diminution in value, annoyance, inconvenience, discomfort, or interference.

SECTION 3. RELEASE OF CLAIMS. The Mordini Releasors release and forever discharge the Albion Releasees from any and all actions, causes of action, suits, claims, liens and controversies, direct or indirect, of any nature whatsoever, known or unknown, which they may have or at any time had or could have had, whether or not apparent or yet, to be discovered or which may hereafter develop, for any acts or omissions relating to or arising from the Noise Regulations; provided, however, that the provisions of this paragraph do not extend, or apply to, release, affect, or in any way limit any rights, claims, or obligations created by or arising under this Covenant.

SECTION 4. ENTIRE AGREEMENT. This Covenant, including the Recitals, which are incorporated by reference herein and made a part of this Covenant for all purposes, constitutes the entire agreement between the Parties and supersedes all prior agreements and negotiations between the Parties, whether written or oral, relating to the subject matter of this Covenant.

SECTION 5. BINDING EFFECT. This Covenant is binding upon the Mordini Releasors and inures to the benefit of the Albion Releasees and their respective successors and assigns.

SECTION 6. GOVERNING LAW; VENUE. This Covenant and all questions relating to its validity, interpretation, performance, and inducement shall be governed by, construed, interpreted, and enforced in accordance with the substantive laws of the State of Illinois. Any action arising out of this Covenant shall be brought in the state or federal courts of Illinois, and no other venue..

SECTION 7. SEVERABILITY. If any provision of this Covenant is construed or held to be void, invalid, illegal, or unenforceable in any respect, the remaining part of that provision and the remaining provisions of this Covenant will not be affected, impaired, or invalidated thereby, but will remain in full force and effect. The unenforceability of any provision of this Covenant will not affect the enforceability of that provision in any other situation.

SECTION 8. AMENDMENTS AND MODIFICATIONS. No amendment or modification to this Covenant will be effective until it is reduced to writing and approved and executed by the Parties to this Covenant in accordance with all applicable statutory procedures

SECTION 9. COUNTERPARTS. This Covenant may be executed in counterparts, each of which is deemed an original and all of which together constitute one instrument.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties have executed this Covenant as of the date first written above.

ATTEST:

_____
By:
Its:

JODY MORDINI

_____

PETER MORDINI

_____

FILE COPY - ACCY-2026-00918

PROJECT TEAM

OWNER

ALBION RESIDENTIAL

188 W. RANDOLPH STREET, SUITE 202, CHICAGO, IL 60601
P: 312.335.2675
www.albion-residential.com

ARCHITECT

Hartshorne Plunkard Architecture, LLC

315 W. Walton Street
Chicago, IL 60610
p. 312.226.4488 f. 312.226.4499
www.hparchitecture.com

LICENSED ARCHITECT — RAYMOND HARTSHORNE 001-011536 — EXPIRES 11/30/2025 — STATE OF ILLINOIS

DRAWING LIST

SHEET INDEX

Sheet Discipline	Sheet Number	Sheet Name	Sheet Issue Date
03_ARCH	A.01	EXISTING SIDE YARD PLAN	01/20/2026
03_ARCH	A.02	EXISTING BUILDING ELEVATION	01/20/2026
03_ARCH	A.03	FENCE DETAILS	01/20/2026

1850 GREEN BAY ROAD

HIGHLAND PARK, ILLINOIS

SCOPE OF WORK

INSTALL 100' SOUND MITIGATION FENCE

12' TALL FENCE ALONG PROPERTY LINE

PLANS APPROVED
SUBJECT TO CHANGES NOTED
1850 GREEN BAY ROAD
ADDRESS
TRACIE DYHR, ANDREW YULE
ISSUED TO
THE ISSUANCE OF THIS PERMIT AND DRAWINGS SHALL NOT BE CONSTRUED TO BE A PERMIT FOR OR AN APPROVAL OF ANY VIOLATION OF THE PROVISIONS OF THE ZONING ORDINANCE OR BUILDING CODE OF THE CITY OF HIGHLAND PARK, ILLINOIS.
3/18/2026
BUILDING OFFICIAL
NOTE: KEEP THIS SET OF PLANS ON THE JOB SITE AT ALL TIMES

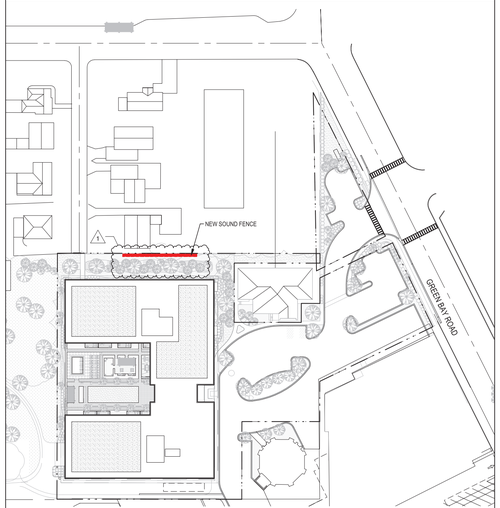
AREA FOR CITY APPROVAL STAMP





EXISTING CONDITIONS

SCALE: N.T.S.



LOCATION MAP

SCALE: 1/64" = 1' - 0"

AIL SOUND WALLS

SPECIFICATIONS & PERFORMANCE

Take a good look at our STC and NRC ratings.

There are two ways to measure a sound barrier's performance — Noise Reduction Coefficient (NRC) and Sound Transmission Class (STC). NRC measures the volume of sound absorbed versus the volume reflected, while STC measures the volume of sound that the wall allows to pass through. As shown below, all our sound wall products meet and surpass recommended NRC and STC standards.

For Product Specifications and Technical Drawings, visit allsoundwalls.com





Product Specifications	Silent Protector® (Absorptive)	Tuf Barrier® (Reflective)
Span[1]	8 ft -16 ft (2.44 m - 4.87 m)[2]	8 ft -16 ft (2.44 m - 4.87 m)[2]
Panel Width	2.70 in (68.58 mm)	2.70 in (68.58 mm)
Panel Height	5.96 in ± .10 in (151.38 mm ± 0.25 mm)	5.96 in ± .10 in (151.38 mm ± 0.25 mm)
Weight	4.30 lbs/ft² (21 kg/m²)[3]	Min. 4.10 lbs/ft² (20 kg/m²)[4]
Wall Height	Greater than 30 ft / 9 m	Greater than 30 ft / 9 m
STC Rating	up to 39[5]	up to 36[6]
NRC Rating	0.95[7]	n/a

Sound Transmission Loss ASTM E90 / E413

Octave Band Number	2	3	4	5	6	7	STC
Center Frequency (Hz)	125	250	500	1000	2000	4000	–
Silent Protector®	23	21	28	42	48	49	32
Silent Protector® Plus	30	28	34	43	45	49	39
Tuf-Barrier®	23	19	30	45	45	54	31
Tuf-Barrier Plus®	24	21	36	45	49	57	36

Sound Absorption Coefficients ASTM C423/E795

Octave Band Number	2	3	4	5	6	7	NRC
Center Frequency (Hz)	125	250	500	1000	2000	4000	–
Silent Protector®	0.29	0.80	1.13	1.00	0.96	0.72	0.95
Silent Protector® Plus	0.28	0.71	1.06	0.97	0.94	0.78	0.90

Product Specification Notes:

1. Span is governed by wind loads and varies on code requirements. Contact AIL Sound Walls for recommended panel spans for your project.
2. Achieve spans of up to 16 ft (4.88 m) with Silent Protector XL® or Tuf-Barrier XL®
3. Weight of Silent Protector Plus® is 7.3 lbs/ft² (36 kg/m²).
4. Weight of Tuf-Barrier Plus® is 7.5 lbs/ft² (36.6 kg/m²).
5. Standard Silent Protector® has an STC rating of 32. Silent Protector Plus® can achieve an STC rating of 39.
6. Standard Tuf-Barrier® has an STC rating of 31. Tuf-Barrier Plus® can achieve an STC rating of 36.
7. Standard Silent Protector® NRC is 0.95. Silent Protector Plus® NRC is 0.90.

STC – Sound Transmission Class

STC is an integer rating used to measure the decibel reduction through a partition. It states the number of decibels lost through that partition in a laboratory environment.

NRC – Noise Reduction Coefficient

NRC is a rating between 0 and 1 to index how absorptive a material is. An NRC of 0 means no sound waves are absorbed, whereas a rating of 1 means all of the sound waves are absorbed.

NRC	Qualitative
0.4 or less	Poor
0.5 to 0.6	Mediocre
0.6 to 0.7	Good
0.7 to 0.85	Very Good
> 0.85	Excellent
0.95	AIL Silent Protector®



Building Codes Adopted by the City of Highland Park:

- 2018 International Building Code (IBC)
- 2018 Residential Building Code (IRC)
- 2018 International Existing Buidling Code (IEBC)
- 2014 Illinois State Plumbing Code (IPC)
- 2017 National Electrical Code (NEC)
- 2018 International Mechanical Code (IMC)
- 2018 International Fire Code (IFC)
- 2018 International Fuel Gas Code (IFGC)
- 2018 International Property Maintenance Code (IPMC)
- 2018 International Swimming Code and Spa Code (ISPSC)
- 2021 Illinois Energy Conservation Code (IECC)
  1. With Illinois State Amendments
  2. Effective January 1, 2024
- 2018 Illinois Accessibility Code (IAC)

LEGEND

ELEVATION MARKING	ROOM
REVISION	PARTITION TYPE
LARGE SCALE DETAIL	DOOR MARK
DETAIL SHEET NUMBER	EXISTING CONSTRUCTION TO REMAIN
SECTION SHEET NUMBER	NEW PARTITION - SEE PLANS FOR TYPE
ELEVATION SHEET NUMBER	EXISTING CONSTRUCTION TO BE REMOVED

ABBREVIATIONS

A.F.F.	ABOVE FINISHED FLOOR	DWG.	DRAWING	HW.	HARDWARE	PL.	PLATE
AL.	ALUMINUM	ELEV.	ELEVATION	H.W.	HOT WATER	Q.T.	QUARRY TILE
A.R.F.	ABOVE ROUGH FLOOR	EQ.	EQUAL	JT.	JOINT	RAD.	RADIUS
CABT.	CABINET	EXT'G	EXISTING	L.C.	LIGHTWEIGHT CONCRETE	R.	RISER
Ø	CENTER LINE	EXP.	EXPOSED	LAM.	LAMINATED	REQ'D	REQUIRED
CLG.	CEILING	F.D.	FLOOR DRAIN	LAV.	LAVATORY	R.O.	ROUGH OPENING
CONC.	CONCRETE	FLR.	FLOOR	M.O.	MASONRY OPENING	S.B.	SANDBLAST
CONT.	CONTINUOUS	GALV.	GALVANIZED	M.W.K.	MILLWORK	S.M.	SHEET METAL
C.I.	CAST IRON	G.B.	GYPSUM BOARD	MULL.	MULLION	SHT.	SHEET
C.O.	CLEAN OUT	GL.	GLASS	N.I.C.	NOT IN CONTRACT	SIM.	SIMILAR
C.W.	COLD WATER	HDWR.	HARDWARE	O.C.	ON CENTER	S.	SEAL
C.P.	CEMENT PLASTER	D.W.	DRYWALL	OPN'G	OPENING	THK.	THICK
C.T.	CERAMIC TILE	H.M.	HOLLOW METAL	PT.	PAINT	TEMP'D	TEMPERED
DR.	DOOR	HR.	HOUR	PR.	PAIR	TRANS.	TRANSPARENT
DTL.	DETAIL	HT.	HEIGHT	P.L.	PLASTIC LAMINATE	T.	TREAD

TYP.	TYPICAL
U.N.O.	UNLESS NOTED OTHERWISE
V.T.	VINYL TILE
WD.	WOOD
W.P.	WATER PROOF
W.R.	WATER RESISTANT

I hereby certify that these plans were prepared under my direction and to the best of my knowledge and belief conform to the applicable building codes and ordinances.

Architect: Hartshorne Plunkard Architecture
Registration No. 184.009864
By:
Name: Raymond Hartshorne #011536
Its: Principal

Contractor shall be responsible for reviewing all Plans and Specifications, verifying all existing conditions prior to proceeding with Construction, complying with all applicable building codes, and notifying Architect immediately of any discrepancies or conflicts. Contractor shall construct the work in conformance with all applicable building codes.

Contractor is responsible for design and installation of properly sized and loaded systems. Submit shop drawings to architect for approval on conformity to Architectural design intent.

A written Architectural Specification was issued for this project and, along with these printed documents, constitute the Contract Documents for this project. Work scope pertinent to all disciplines occurs throughout the Contract Documents. By submitting a bid for this work the Contractor and all subcontractors attest that they have reviewed the entire contract document set and site conditions and have included all applicable work. Additional Architectural Specification copies are available anytime upon request.

Hartshorne Plunkard Architecture, LLC shall retain all copyrights, statutory and common law right with regard to these plans and building design. Reproduction, changes or assignment to any third party shall not occur without obtaining expressed written permission and consent of Hartshorne Plunkard Architecture, LLC.

ALBION
1850 GREEN BAY ROAD, HIGHLAND PARK, IL 60035

ISSUANCES

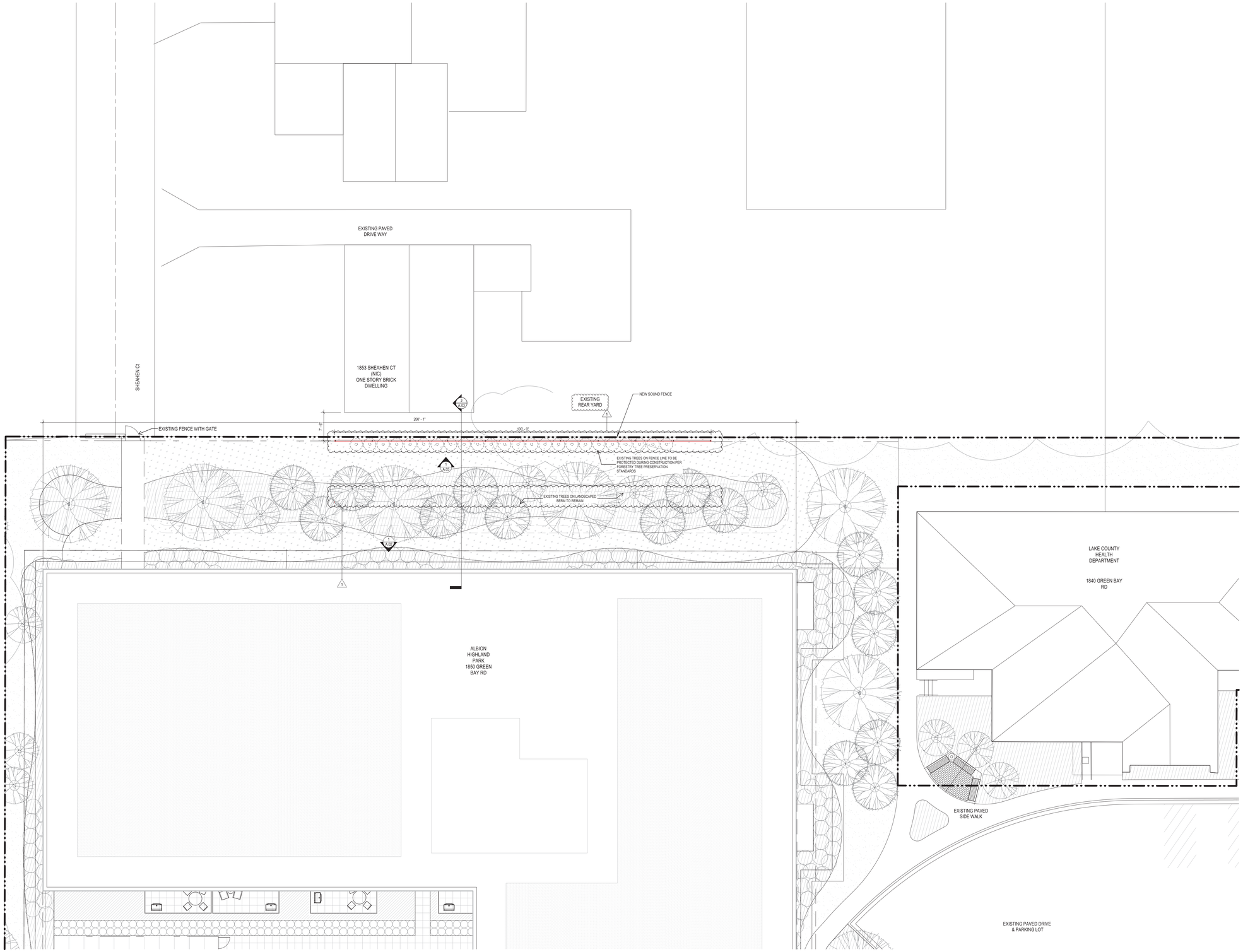
	DATE	ISSUED FOR
1	01/20/2026	PERMIT PLAN REVIEW RESPONSES

HARTSHORNE PLUNKARD ARCHITECTURE
315 WEST WALTON STREET
CHICAGO, IL 60610
312.226.4488
HPARCHITECTURE.COM

PROJECT # 25-XXX

PROJECT DATA & LOCATION PLAN

G0.00



1 ENLARGED SIDE YARD PLAN
SCALE: 1/8" = 1'-0"

AREA FOR CITY APPROVAL STAMP

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ALBION
1850 GREEN BAY ROAD, HIGHLAND PARK, IL 60035

ISSUANCES

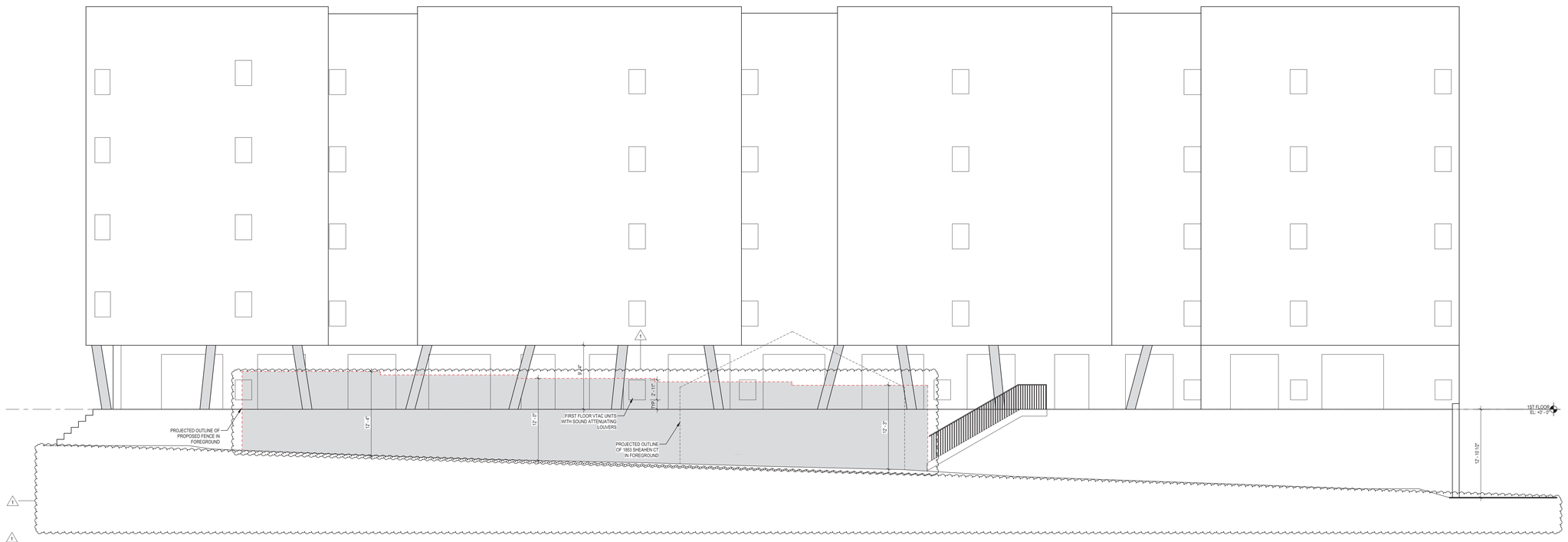
	DATE	ISSUED FOR
1	01/30/2026	PERMIT PLAN REVIEW RESPONSES

HARTSHORNE PLUNKARD ARCHITECTURE
315 WEST WALTON STREET
CHICAGO, IL 60610
312.226.4488
HPARCHITECTURE.COM

PROJECT # 25-XXX
SCALE: 1/8" = 1'-0"

EXISTING SIDE YARD PLAN

A.01



1 ALBION HP NORTH ELEVATION
SCALE: 3/16" = 1'-0"

AREA FOR CITY APPROVAL STAMP

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ALBION

1850 GREEN BAY ROAD, HIGHLAND PARK, IL 60035

ISSUANCES

	DATE	ISSUED FOR
1	01/30/2026	PERMIT PLAN REVIEW RESPONSES

HARTSHORNE PLUNKARD ARCHITECTURE
HPA
315 WEST WALTON STREET
CHICAGO, IL 60610
312.226.4488
HPARCHITECTURE.COM

PROJECT # 25-XXX

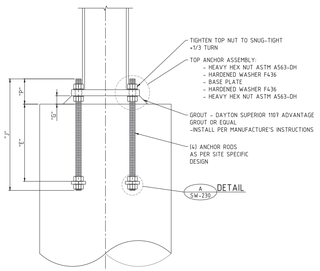
SCALE: 3/16" = 1'-0"

EXISTING BUILDING ELEVATION

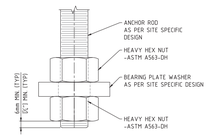
A.02

AIL SOUNDWALLS

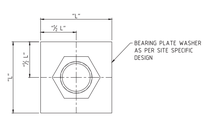
NOTES:
1. DIMENSIONS ARE IN MILLIMETRES [INCHES]
2. J = TOTAL LENGTH
   E = EMBEDMENT
   P = PROJECTION
   L = SIZE OF BEARING PLATE WASHER
   ALL DETERMINED ON A SITE SPECIFIC BASIS



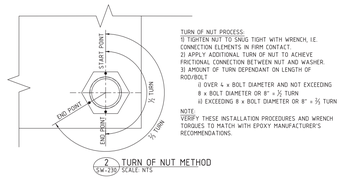
1 SW-230 TYPICAL ANCHOR ROD DETAIL
SCALE: NTS



A SW-230 BOTTOM ANCHOR ASSEMBLY DETAIL
SCALE: NTS



A SW-230 BOTTOM ANCHOR ASSEMBLY DETAIL
SCALE: NTS

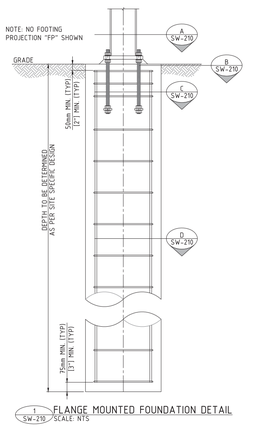


TURN OF NUT PROCESS:
1) TIGHTEN NUT TO SNUG TIGHT WITH WRENCH, I.E. CONNECTION ELEMENTS IN FIRM CONTACT.
2) APPLY ADDITIONAL TURN OF NUT TO ACHIEVE FRICTIONAL CONNECTION BETWEEN NUT AND WASHER.
3) AMOUNT OF TURN DEPENDANT ON LENGTH OF ROD/BOLT
   i) OVER 4 x BOLT DIAMETER AND NOT EXCEEDING 8 x BOLT DIAMETER OR 8" = 1/3 TURN
   ii) EXCEEDING 8 x BOLT DIAMETER OR 8" = 1/2 TURN

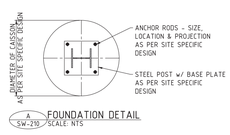
NOTE:
VERIFY THESE INSTALLATION PROCEDURES AND WRENCH TORQUES TO MATCH WITH EPOXY MANUFACTURER'S RECOMMENDATIONS.

2 SW-230 TURN OF NUT METHOD
SCALE: NTS

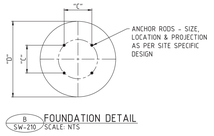
Foundations:	Ground Mounted - Flange
Preliminary Foundation Information:	(11) posts / foundations total
	(3) posts at 24 in diameter 10.5 ft deep w/ (8) #8 bars reinforcement
	(4) posts at 24 in diameter 11.5 ft deep w/ (8) #8 bars reinforcement
	(4) posts at 24 in diameter 13 ft deep w/ (8) #8 bars reinforcement



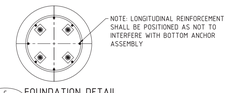
1 SW-210 FLANGE MOUNTED FOUNDATION DETAIL
SCALE: NTS



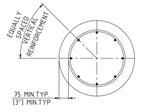
A SW-210 FOUNDATION DETAIL
SCALE: NTS



B SW-210 FOUNDATION DETAIL
SCALE: NTS

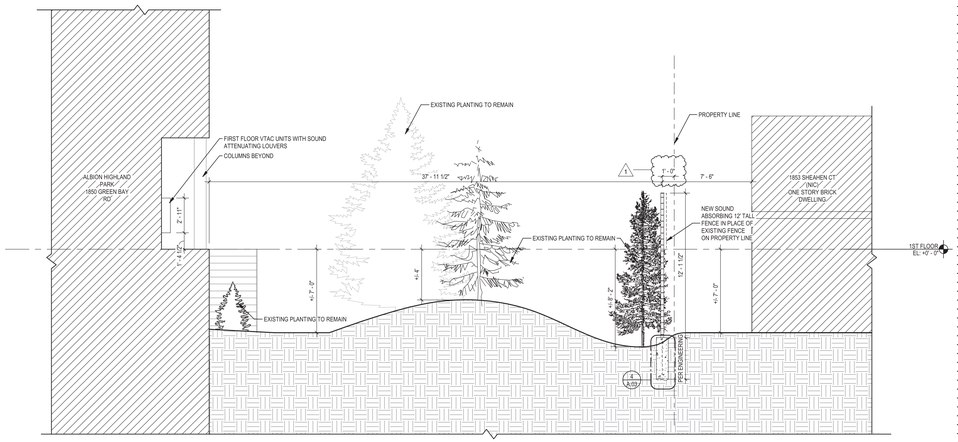


C SW-210 FOUNDATION DETAIL
SCALE: NTS



D SW-210 FOUNDATION DETAIL
SCALE: NTS

4 AIL SoundWall FOOTING DETAIL
SCALE: 1" = 1'-0"


FIRST FLOOR VTAC UNITS WITH SOUND ATTENUATING LOUVERS
COLUMNS BEYOND
EXISTING PLANTING TO REMAIN
PROPERTY LINE
ALBION HIGHLAND PARK 1850 GREEN BAY RD
1853 SHEAHEN CT (NIC) ONE STORY BRICK DWELLING
NEW SOUND ABSORBING 12' TALL FENCE IN PLACE OF EXISTING FENCE ON PROPERTY LINE
1ST FLOOR EL: +0' - 0"
EXISTING PLANTING TO REMAIN
EXISTING PLANTING TO REMAIN
2' - 11"
37' - 11 1/2"
7' - 6"
1' - 0"
+4' - 0"
+7' - 0"
+7' - 0"
+4' - 0"
+7' - 0"
+4' - 0"
+7' - 0"
+4

PROJECT: 2026-00009 ALBION RESIDENTIAL - HIGHLAND PARK,IL
AIL QUOTE NUMBER: 2026-00009A-R1
DATE: 03/11/2026
VALID FOR: 15 Days

PROJECT OVERVIEW

PREPARED FOR

Albion Highland Park
Tracie Dyhr
tracie.dyhr@compatriotcapital.com
(847) 791-5668

DELIVERY

Jobsite Location: Chicago, Illinois, United States
Terms: FOB Jobsite

SCHEDULE (TO BE CONFIRMED UPON ORDER*)

- Engineering Design and Issued for Approval (IFA) Drawings: TBD weeks upon receipt of the Purchase Order and the following items:
  - Sealed Contract Documents which include all required information, layout, loading, environmental conditions, and performance criteria.
  - Sealed Geotechnical Report which include all required information, bearing capacity, and settlement.
- Manufacturing: TBD weeks after approval of the IFA Drawings
- Shipping: Estimated duration of TBD weeks

** Lead time for IFA Drawings and structure delivery date to be mutually agreed upon based on the Purchaser's requirements and AIL Sound Walls's manufacturing capacity at the time of order.*

QUALITY & STANDARDS

- AIL Sound Walls is ISO 9001:2015 Certified for Quality Management Systems.
- Atlantic Industries Limited's Sound Walls are designed and manufactured in accordance with ASTM F3459: Standard Specification for Rigid Poly Vinyl Chloride (PVC) Exterior Profiles Used for Sound Walls.
- A Quality Plan is available upon request.

ADDITIONAL NOTES

-

PROJECT: 2026-00009 ALBION RESIDENTIAL - HIGHLAND PARK,IL
AIL QUOTE NUMBER: 2026-00009A-R1
DATE: 03/11/2026
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ITEM 1: 2026-00009A (SWSP)

SILENT PROTECTOR PLUS ABSORPTIVE SOUD BARRIER SYSTEM - STC 39 / NRC 0.90 STRUCTURE DETAILS

GEOMETRY	
Wall Height:	12 ft
Wall Length:	100 ft
Post Spacing:	8-10 ft
Foundations:	Ground Mounted - Flange
Preliminary Foundation Information:	(12) posts / foundations total (4) posts at 24 in diameter 10.5 ft deep w/ (8) #8 bars reinforcement (4) posts at 24 in diameter 11.5 ft deep w/ (8) #8 bars reinforcement (4) posts at 24 in diameter 12 ft deep w/ (8) #8 bars reinforcement
APPLICATION	
Application:	Absorptive
DESIGN & LOADS	
Design Code:	IBC 2018/ASCE 7-16
Should another code be required for the design, the price may vary.	
Wind Pressure or Wind Speed:	115 MPH
Exposure Classification:	Category C (Open)
Importance Factor / Risk Category:	Category II
Sound Study:	All acoustical requirements, wall dimensions and wall type (absorptive or reflective) are the responsibility of the Purchaser.
SOILS & GEOTECHNICAL INFORMATION (TO BE CONFIRMED UPON ORDER)	
Assumed Soil Parameters:	As per the project geotechnical report.
Geo-tech:	Foundation soils information to be provided by the Purchaser.
MATERIALS	
Panel Finish:	Smooth
Post Finish:	Galvanized
Wall Color:	Adobe
Accent Color:	Adobe

INCLUSIONS

- Structural Engineering Design (Steel posts, Panels, Anchor rods, Foundation), Vendor Drawings, and Design Calculation Package (if specified in the Contract Documents)
- PVC Sound Wall Panels
- Galvanized Steel Posts with Base Plates & Anchor Bolts

PROJECT: 2026-00009 ALBION RESIDENTIAL - HIGHLAND PARK,IL
AIL QUOTE NUMBER: 2026-00009A-R1
DATE: 03/11/2026
VALID FOR: 15 Days

QUOTATION

ITEM		DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE	CURRENCY
ITEM 1							
1	**a**	**2026-00009A (SWSP)**	1	Lump Sum	$52,308.71	$52,308.71	USD
1	b	Engineering				INCLUDED	
1	c	Freight				INCLUDED	

QUOTATION NOTES

1) The following documents (attached) form part of this Quotation:
- **a)** AIL Sound Walls Terms and Conditions of Sale
- **b)** AIL Sound Walls Scope of Work

2) This Quotation is based on the parameters listed above and the information contained in the following documents:
- **a)** Contract Documents prepared by Consultant Name dated: TBD
- **b)** Geotechnical Report prepared by Consultant Name dated: TBD
- **c)** Other

3) Should the above parameters change, this pricing may no longer be valid.

4) This Quotation is based on supplying total quantities listed. If the actual quantities supplied deviate from the quantities quoted, the above pricing will be adjusted accordingly.

5) Prices do not include sales taxes and/or import fees, if applicable.

6) All dimensions and weights listed above are approximate, subject to change, and should not be used for the selection and/or mobilization of installation equipment. Final dimensions will be noted on the Vendor Drawings. Weights can be provided upon request.

7) Review of design and construction issues will be prioritized based on impact. AIL Sound Walls reserves the right to perform adequate review; allow for 10 business days for review and response. Responses which require development of additional deliverables (drawings, detailed calculations, drawing packages, etc.) may require longer response time.

8) Site Assistance (if applicable):
- **a)** Fees to be charged at a daily rate based on the actual number of days required as per the Purchaser's schedule plus travel days.
- **b)** Overtime rates of 150% will apply for a day exceeding 10 hours, more than 6 days in a week, and Holidays.
- **c)** Travel Fees and Accommodations (if applicable) will be charged at cost plus 10% markup.

Quotation Prepared By:

Grigsby Wilkie
Western USA Sales Representative - Soundwalls
Phone: (678) 787-9911
Email: gwilkie@ailsoundwalls.com

PROJECT: 2026-00009 ALBION RESIDENTIAL - HIGHLAND PARK,IL
AIL QUOTE NUMBER: 2026-00009A-R1
DATE: 03/11/2026
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TERMS AND CONDITIONS

Atlantic Industries Limited ("**AIL**") shall be referred to as the "**Vendor**" and the Purchaser shall be referred to as the "**Purchaser**". Collectively, the following Terms and Conditions of Sale (the "**Terms and Conditions**"), the quotation attached (the "**Quotation**") and the scope of work attached (the "**Scope of Work**") constitute the "**Purchase Order**".

1) **ACCEPTANCE AND SIGNING** Acceptance and signing of this Purchase Order constitutes full and final acceptance of all terms contained herein. While the Vendor may acknowledge receipt of a purchase order or any other form or purchase documentation used or provided by the Purchaser, pre-printed or otherwise, such acknowledgment shall not modify this Purchase Order.

2) **TERMS OF OFFER** All quotations provided under this Purchase Order shall expire fifteen (15) days from date of issuance, unless otherwise set forth on the quotation or agreed in writing.

3) **SUPPLY PRICE** The Supply Price is the price set out in the Quotation for the goods and services set out in the Scope of Work.

4) **INVOICING** The Vendor shall submit invoices to the Purchaser under the milestones provisions below, unless otherwise agreed in writing. Each invoice shall include a detailed breakdown of the delivered Goods/Services, purchase order number, unit prices, total amount due, and any applicable taxes. All invoices are due 30 days from date of invoice.

5) **MILESTONE PAYMENT** Milestone payments for the order will be made under the following schedule: 15% at order, 50% prior to order of material, 35% before shipment of materials. All invoices are to be paid Net 30. Accounts not paid by due date are subject to an interest charge from the date payment was due at the rate of 1.5% per month (18% per annum) as shown on invoices. Prices do not include applicable sales tax, which the Purchaser is responsible to pay. Due to the volatility in the steel, aluminum and transportation costs, we are unable to predict our future costs with any degree of certainty. In order to reduce costs associated with these risks, the Vendor will hold current pricing if materials are ordered within thirty (30) days and shipped within sixty (60) days of the date quoted unless agreed to by the Vendor. Any price increase beyond this time frame will be at the sole cost and risk of the Purchaser, provided the Vendor provides supporting documentation for such increase.

6) **INTERIM ADJUDICATION** Not applicable.

7) **BACK CHARGES AND RETURNS** Back charges and returns will not be accepted unless authorized by the Vendor in writing, in advance. The Vendor must be notified of shortages, errors in or damage to goods shipped upon receipt of goods. The extent of such damages, shortages, etc. must be disclosed to the carrier at the time of delivery and the Vendor must be given an opportunity to investigate.

8) **SET OFF** Notwithstanding anything to the contrary in this Purchase Order, the Vendor may at any time set off any undisputed sums due and payable to the Vendor against any payments then or thereafter due to the Purchaser.

9) **HOLDBACKS** The Vendor will not accept holdbacks.

10) **TITLE AND RISK** Title to the goods supplied hereunder shall pass to the Purchaser on the date Vendor receives payment in full for such goods. Risk of loss or destruction of or damage to the goods supplied hereunder shall transfer to Purchaser once the goods are in the possession of the carrier and have left the Vendor's premises.

11) **WARRANTIES** The Purchaser acknowledges that the Vendor has not made and does not make any representations or warranties except that the goods supplied conform to the noted specifications and descriptions, subject to tolerances and variations consistent with usual trade practices. In no event shall Vendor have any liability for and Purchaser hereby entirely releases Vendor from any claims, losses or liabilities arising in relation to representations or warranties of Vendor which are not expressly provided by Vendor to Purchaser under this Purchase Order.

If, after the Vendor's examination, the Vendor confirms that the goods are defective in material, quality or workmanship or otherwise do not conform to the specifications, the Vendor may repair or replace such part(s) in respect of the goods. The Vendor reserves the right to reimburse the Purchaser by way of credit for an amount equal to the purchase price of such defective or non-conforming goods in lieu of providing repaired or replacement goods.

The Vendor does not make, and expressly denies, without limitation, all other warranties, express or implied under any "sale of goods" legislation or otherwise, of any kind, including without limitation, warranties of merchantability and of fitness for a particular purpose, non-infringement, and those warranties allegedly arising from any trade usage or from any course of dealing or performance, etc.

12) **WAIVER AND ESTOPPEL** In the event that the Purchaser should make or continue any claim or demand, or commence or threaten to commence any action, claim, or proceeding, or make any complaint against the Vendor or its successors and assigns, with respect to any representations and warranties, this document may be raised as an estoppel and complete bar to any such claim, demand, action, proceeding or complaint.

No waiver made or given by the Vendor under or in connection with this Purchase Order shall be binding or effective unless the waiver is in writing, signed by an authorized representative of the Vendor, and delivered by the Vendor to the Purchaser. No waiver made by the Vendor with respect to any right, power or remedy in one instance will be deemed to be a waiver with respect to any other instance involving the exercise of such right, power, or remedy or with respect to any other right, power, or remedy.

Failure by the Vendor to exercise any of its rights, powers or remedies hereunder or its delay to do so shall not constitute a waiver of those rights, powers or remedies. The single or partial exercise of a right, power or remedy by the Vendor shall not prevent its subsequent exercise or the exercise of any other right, power or remedy.

13) **APPROVAL** Final approval given to our drawings if furnished implies acceptance of all dimensions shown thereon and is interpreted by the Vendor as your permission to produce the said "Final approval dimensions". The Vendor reserves the right to hold production until final approval is received.

14) **PRODUCTION SCHEDULE** Vendor will not commence any services or supply until this Purchase Order is jointly executed. Unless otherwise agreed upon in writing, the Purchaser is allowed 14 calendar days from receipt of Vendor Issued for Approval Drawings to provide the Vendor with approval to fabricate. If after 30 calendar days approval is still not received, the Purchaser will be invoiced for all engineering fees incurred, schedule will be revised to reflect current Vendor backlog/production, and price renegotiation may occur. If delay is more than 60 calendar days, the project will be placed ON HOLD, with no further action being taken by the Vendor. The Purchaser will be invoiced for all costs incurred and a final delivery date will be determined only once approval is received, current Vendor production capacity is reviewed, and all outstanding invoices have been paid in full. Once approval to fabricate is received, a final delivery date will be determined. If for any reason, the Purchaser delays delivery beyond the agreed delivery date, the Purchaser will be immediately invoiced for 100% of the Supply Price with terms of net 30 days. If delivery is not accepted within 30 days after the agreed upon delivery date, a storage agreement will be presented to the purchaser to cover fees for storage plus additional labour and material cost for long-term storage and preparations to get the product ready to ship.

15) **EXCLUSION OF LIABILITY** Notwithstanding any other provision of this Purchase Order, in no event will the Vendor have any liability to the Purchaser arising under any theory of law, including but not limited to claims arising from or in relation to Vendor's negligence or breach of contract, whether such claims arise from economic loss, personal injury including death or property damage, in respect of any matter directly or indirectly related to or arising from this Purchase Order or the supply of goods and services hereunder. Purchaser expressly agrees that it will not bring any proceedings nor take any action against any of Vendor's employees, principals, directors or officers in their personal capacity and hereby releases any right it may have to do so.

16) **EXCLUSION OF INDIRECT DAMAGES** Notwithstanding any other provision of this Purchase Order, in no event shall Vendor be liable for any indirect, incidental, punitive, special, consequential, or liquidated damages incurred by the Purchaser, including without limitation, damages for lost business or profits or loss of productivity whether based in contract, tort (including negligence), or any other loss or cause of action arising in relation to this Purchase Order or the supply of services and goods hereunder.

17) **FORCE MAJEURE** The Vendor will not be responsible for any delays beyond the Vendor's control, including but not limited to: fires, accidents, riots, acts of God, wars, terrorism, sabotage, flood, conflicts, weather, Government regulations, epidemics, pandemics, public health emergencies, unavailability of goods, fuel, transportation, and strikes, lockouts or labour disputes ("**Force Majeure Event**"). The Vendor's time for performance or delivery shall be extended for a reasonable time which shall include: (i) the actual time lost as a result of the Force Majeure Event; and (ii) the Vendor's recovery time following the Force Majeure Event.

18) **DELIVERY** Delivery dates are estimates of approximate dates of delivery, not a guarantee of a particular delivery date, and are based on the prompt receipt of all necessary information from the Purchaser. Unavailability of goods from the Vendor's suppliers shall constitute a Force Majeure Event. The Vendor will promptly notify the Purchaser of the unavailability of goods and if any adjustments to delivery dates are required. The Vendor will not be held liable for any damages, loss, claim or expense of any kind caused by the delay in delivery beyond its control, including a Force Majeure Event. Unless specifically agreed upon at the time of order, the loading details and carrier details shall be at the discretion of the Vendor. Neither the Purchaser nor the designated consignee (if different from the Purchaser) shall have the right to divert or re-consign shipments to any destination other than specified in the bill of lading without the permission of the Vendor.

19) **DESIGN STANDARDS** It is the Purchaser's sole responsibility to ensure that any goods commissioned by the Purchaser are independently designed and verified by a qualified engineer and are suitable for the Purchaser's intended application. The Purchaser represents, warrants and confirms to the Vendor that it has not relied in any aspect of any written or oral statements from the Vendor in connection with the design, installation, or use of the goods. If the Vendor provides any design and installation guidelines or any specifications whatsoever in respect of the goods, all goods supplied by the Vendor in connection therewith shall conform to the specifications and parameters requested by the Purchaser; any onsite modifications, changes in site conditions, changes in design requirements or specifications are done at the sole risk of the Purchaser. Unless otherwise expressly agreed upon in writing by the Vendor, all goods shall be subject to the Vendor's standard specifications, manufacturing variations, and tolerances.

20) **CONFIDENTIALITY** This Purchase Order shall be confidential between the Purchaser and Vendor. The Vendor will not publish or disclose any details, scope of work, drawings or specifications governed by this Purchase Order without the prior written consent of Purchaser. These obligations shall survive the termination of this Purchase Order for a period of not less than one (1) year from date of any Quotation. Both the Vendor and the Purchaser shall keep confidential and prevent the unauthorized disclosure of information disclosed by the other party, which is confidential by its nature including, without limitation, technical, commercial, financial, operational or strategic information relating to the business of a party, on any verbal, visual or written medium, whether it is marked confidential or restricted or not. The receiving party shall protect such confidential information from third parties using the same degree that it uses for its own confidential information.

21) **INTELLECTUAL PROPERTY RIGHTS AND PATENTS** The Purchaser shall indemnify and hold harmless the Vendor for any legal fees, costs, expenses or other damages, for any claim or other legal action for the breach or alleged breach of any intellectual property rights in respect of any goods made by the Vendor in accordance with the Purchaser's drawings, designs, or other specifications whatsoever.

22) **CANCELLATION** Orders for goods may not be cancelled by the Purchaser unless the Vendor authorizes cancellation in writing. The Purchaser shall become liable for all costs, including but not limited to freight, engineering, and materials costs incurred by the Vendor due to the cancellation. The Vendor shall also be entitled to prospective profits or damages as a result of the Purchaser's cancellation.

23) **PERMITS** The Vendor shall not be required to provide any type of permit or independent testing procedures.

24) **CREDIT APPROVAL AND ACCOUNT STATUS** This agreement is contingent upon credit approval. Credit investigations will generally be completed within five (5) business days of receiving completed credit application and responses from credit references and bank references. The Vendor may delay or stop shipment of goods at any time if the Purchaser's account is not in good standing or if any time reasonable doubt exists as to the Purchaser's financial position.

25) **BONDING** Cost for bonding is not included and if required, shall be covered by Others at cost plus 10% markup.

26) **CURRENCY** Unless expressly stated otherwise in a Quotation (on a case-by-case basis) or a subsequent agreement in writing between the Vendor and the Purchaser, all references to currency herein shall be in United States dollars.

27) **HEADINGS** Headings used in these Terms and Conditions are for ease of reference only and will not be used to interpret any part of these Terms and Conditions.

28) **ASSIGNMENT** The Purchaser shall not assign its rights nor delegate its duties under this Purchase Order without the prior written consent of the Vendor and any attempted assignment without such consent will be void. However, the Vendor may assign or otherwise transfer its rights or delegate its duties under this Purchase Order, in whole or in part and subject to this Purchase Order, to a subsidiary or affiliate, or a purchase or transferee of substantially all of the assets used by such party in its business to which this Purchase Order relates or in the event of a merger, acquisition, corporate restructuring or change in control, upon written notice of same to the Purchaser.

29) **NOTICE** Any notices required or permitted to be given to the Vendor pursuant to this Purchase Order shall be in writing and acknowledged by the Vendor.

30) **NON-WAIVER** The waiver by the Vendor of any breach of any provision contained herein shall not be deemed to be a waiver of such provision on any subsequent breach of the same or any other provision contained herein.

31) **SEVERABILITY** If any provision of this Purchase Order is held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision hereof is invalid or unenforceable but, that by limiting such provision it would become valid or enforceable, then such provision shall be deemed to be written, construed and enforced to be so limited.

32) **INSURANCE** The Purchaser shall maintain, at its sole cost, such insurance and in such amounts as is normally required in the applicable industry including, without limitation, comprehensive general liability insurance and builders' risk insurance (covering the Vendor). The Purchaser hereby agrees to indemnify the Vendor, its servants, representatives and agents against any liability, claims, suits, costs, damages, losses, expenses or otherwise arising out of any injury (including death or total destruction) to any person or property which arises out of or results from the Purchasers installation or use of goods supplied hereunder.

33) **ENTIRE AGREEMENT** This Purchase Order and any communications, descriptions, drawings, specifications and other documents expressly attached hereto shall be deemed to constitute the sole and entire agreement between the parties as to the subject matter hereof, and supersedes any and all agreements or representations made or dated prior to the date of execution of this Purchase Order. This Purchase Order contains no implied terms or obligations of any kind by or on behalf of the Vendor.

PROJECT: 2026-00009 ALBION RESIDENTIAL - HIGHLAND PARK,IL
AIL QUOTE NUMBER: 2026-00009A-R1
DATE: 03/11/2026
VALID FOR: 15 Days

34) NO AMENDMENT No amendment of this Purchase Order is effective unless it is in writing signed by authorized representatives of both parties.

35) GOVERNING LAW This Purchase Order shall be governed by and construed in accordance with the laws of the Province of New Brunswick and the laws of Canada applicable therein. The Parties hereby agree that all actions or proceedings that may be litigated under this Purchase Order and that arise directly or indirectly out of this Purchase Order shall be litigated solely in the courts of the Province of New Brunswick, or a Federal Court sitting in New Brunswick, if appropriate.

36) EXECUTION This Purchase Order may be executed in counterparts, each of which shall be deemed to be an original, and all of which shall constitute one and the same instrument. This Purchase Order may be executed by the exchange of signed counterparts or electronically in PDF or similar secure format.

37) MARKET VOLATILITY Due to current market volatility of the cost of raw materials, this Quotation is firm for 15 days only. At the time of order, a firm price will be provided, subject to when delivery is requested.

Respectfully submitted by:

Vendor: AIL Sound Walls
Signature:
Printed Name: Grigsby Wilkie
Title: Western USA Sales Representative - Soundwalls
Date: 03/11/2026

Purchaser:	Albion Highland Park
Signature:	
Printed Name:	Tracie Dyhr
Title:	Senior Asset Manager
Date:	3/12/2026

PROJECT: 2026-00009 ALBION RESIDENTIAL - HIGHLAND PARK,IL
AIL QUOTE NUMBER: 2026-00009A-R1
DATE: 03/11/2026
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SCOPE OF WORK

The following Scope of Work applies to all quotes, orders, and sales. The Scope of Work may be amended from time to time by the Vendor. By placing an order with the Vendor, the Purchaser will be deemed to have acknowledged, accepted, and agreed to be bound by the following Scope of Work:

1) **DEFINITIONS**
   a) **CONTRACT DOCUMENTS:** All drawings, specifications, special provisions, schedules, reports, and/or addenda issued for the Project as well as applicable codes, specifications, guidelines, and/or standards shall be referred to as the "Contract Documents".

   b) **VENDOR DRAWINGS:** The most recent revision of the Vendor Issued for Approval Drawings or Vendor Issued for Construction Drawings shall be referred to as the "Vendor Drawings". The Vendor Drawings include the drawings and specifications issued by the Vendor.

2) **DESIGN PARAMETERS** The design of the Vendor Structure(s) will be based on the design parameters and other information as listed in the Quotation.

3) **NOISE REQUIREMENTS** The Vendor will provide the structural design of the wall based on the design parameters and general arrangement drawings provided by the Purchaser. The Vendor will not be responsible for costs incurred for acoustical noise studies, noise evaluations, or any noise consulting.

4) **DESIGN VERIFICATION** If any of the design parameters listed in the Quotation or noted on the Vendor Drawings cannot be satisfied and/or there is a discrepancy between the Vendor Drawings and the Contract Documents, the Vendor must be notified in writing prior to Vendor Drawing approval. A design check may be required to ensure that the revisions do not impact the design. Should changes to the design be required, all costs associated with the re-design will be at the expense of the Purchaser. In addition, should the re-design impact the pricing, a revised Quotation reflecting the changes will be issued by the Vendor.

5) **THIRD PARTY REVIEW** Upon request, an independent review of the structural design by a third party can be arranged by the Vendor. Unless noted otherwise, the cost of such a review is not included in the Quotation.

6) **DRAWINGS** The Vendor Drawings, which include installation and backfill procedures, will be submitted electronically by the Vendor. Vendor Drawings will be stamped and signed by a Professional Engineer who is licensed in the appropriate jurisdiction when required.

7) **REVISIONS** Pricing includes two (2) minor revisions to the Vendor Drawings prior to approval. The cost of minor revisions made after Vendor Drawing approval will be charged to the Purchaser. Minor Changes shall be considered changes to notes or text only. All changes that require design and/or drafting work will be considered a Major Change and will be charged at consultant industry rates based on Time and Materials. All changes shall be agreed to in writing by the Purchaser prior to work commencing via a Change Order, will be addressed in the order they are received, and will be subject to current lead times.

   Major Changes may include, but are not limited to, changes in: design parameters, wall height, alignment, and/or soil conditions.

8) **PROFESSIONAL RESPONSIBILITIES** Coordinating Professional responsibilities is the responsibility of Others.

9) **FOUNDATION** The Vendor will supply a foundation design and costs incurred will be included in the Quotation. Concrete foundations are the responsibility of the Purchaser, as well as foundation improvements, if necessary.

10) **GEOTECHNICAL TESTING** All costs associated with geotechnical testing shall be the responsibility of the Purchaser.

11) **MATERIALS SUPPLIED BY THE VENDOR** Only the materials listed in the Quotation are supplied by the Vendor. For additional materials, tools, and equipment required for installation of the Vendor Structure(s) refer to the Vendor Installation Guide(s), available upon request.

12) **ADDITIONAL EXCLUSIONS** Exclusions listed below are intended for information to ensure the Purchaser is aware of additional costs that may be required as part of the required project scope. The list is not intended to be exhaustive, and the Vendor's exclusions are not limited to those stated in this section.
   a) Analysis of structural integrity for existing structures if Sound Wall is required to attach to an existing or proposed structure.
   b) Certification of installation or Special Inspection requirements.
   c) Any soil testing.
   d) Anchor rod templates for foundation install.
   e) Rebar cages for foundations if required.

13) **MATERIAL MANUFACTURING** The cost for changes made after approval of the Vendor Drawings or direction to proceed with ordering of materials and/or manufacturing will be charged to the Purchaser.

14) **INSPECTION** If an inspection of the Vendor Structure(s) is required, as per the Contract Documents, it is the responsibility of Others to retain the services of a qualified Inspector. The Inspector must contact the Vendor for coordination of the inspection. The Vendor will advise the Inspector of the projected completion date and provide access to inspect the materials at the manufacturing plant(s). A copy of the inspection report(s) shall be submitted to the Vendor for their records. All costs associated with the inspection shall be the responsibility of Others.

15) **PRE-CONSTRUCTION MEETING** A pre-construction meeting is recommended four (4) weeks prior to the start of construction. A Vendor Representative will be available, onsite or remotely, to discuss the scope, responsibilities, deliverables, Vendor Drawings, and installation procedures with the Purchaser and other representatives as coordinated by the Purchaser. The Vendor will prepare meeting minutes.

16) **DELIVERY** It is the responsibility of the Purchaser to inspect all materials against the packing slip upon arrival at the site to ensure complete delivery in good order. The Vendor must be advised in writing of any missing, damaged, and/or defective materials within 24 hours of delivery, otherwise the materials will be deemed to be acceptable. The site must be accessible by a standard highway tractor-trailer. Off-highway charges will be extra.

   The Purchaser recognizes that regardless of project size, multiple shipments may occur on their order including and not limited to tractor trailer deliveries, courier deliveries and LTL trucks. The Purchaser is responsible for communicating delivery locations for each delivery component communicated by Vendor.

17) **OFF-LOADING** It is the responsibility of Others to off-load the Vendor materials. The Vendor will not be held responsible for any damage to the materials due to off-loading. For recommended off-loading procedures please refer to the Vendor Installation Guide(s), available upon request. The Quotation includes one (1) hour of off-loading time per truck. If additional time is required, additional charges may apply. Security and proper storage of materials is the responsibility of Others.

18) **INSTALLATION** The Vendor does not contract the installation of the Vendor Structure(s). This is the responsibility of Others. For the installation procedures please refer to the Vendor Installation Guide(s), available upon request.

   Where construction is to be on-hold due to any issues including, but not limited to, winter shutdown, the Purchaser is responsible to consider all measures to satisfy the required design criteria and assure the structure stability and integrity according to the Contract Documents and Vendor Drawings, and implement all measures requested by the Vendor and Others.

Sound Wall installation includes assembly according to the Vendor Drawings.

19) **SHAPE/ALIGNMENT MONITORING** Dimensional checks will be required during installation of the Vendor Structure(s) to ensure correct horizontal and vertical alignment. The shape monitoring procedures and/or alignment control plan must be submitted to the Vendor for review and acceptance prior to construction. All costs associated with shape/alignment monitoring shall be the responsibility of Others.

20) **FIELD CHANGES** Any deviations from the Vendor Drawings must be submitted in writing to the Vendor and approved by the Vendor prior to proceeding. It is the responsibility of Others to ensure that any changes approved by the Vendor do not impact the Contract Documents and/or any other disciplines, including geotechnical, and to obtain any approvals necessary.

21) **SITE ASSISTANCE** Site assistance for the installation of the Vendor Structure(s) by a designated Vendor Representative is available upon request. The purpose of site assistance is to assist with the interpretation of the Vendor Drawings and to advise on the proper assembly of the Vendor supplied components. Site assistance shall not relieve others of their responsibility to install the Vendor Structure(s) according to the Vendor Drawings and Contract Documents. The Vendor Representative will *not* be responsible for inspection, quality control, or safety. Rates for site assistance are as per the Quotation. The Vendor requires a minimum of four (4) weeks' notice should site assistance be requested. The Vendor reserves the right to have the Vendor Representative leave the site during non-critical operations.

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Steven Neuman, Investigations Supervisor

Department: Police Department

Title:
A Resolution Approving an Intergovernmental Agreement with the Board of Education of Township High School District No. 113 For Reciprocal Reporting, Digital Image Access, and School Resource Officer

Recommendation:
Staff recommends approving the intergovernmental agreement between the City of Highland Park and the Board of Education of Township High School District No. 113 for Reciprocal Reporting, Digital Image Access, and School Resource Officer.

Policy Consideration:
The City of Highland Park has had a sworn police officer assigned to Township High School District No. 113 as the School Resource Officer (SRO) for more than twenty years. The recommended agreement allows the Police Department access to the Board's digital camera system under certain circumstances. Both the City and District Staff and Legal personnel have reviewed the attached agreement and corresponding exhibits detailing the SRO job description, access to records, and firearm storage protocols.

The attached agreement outlines the terms and conditions for the 2026–2027 school year. The parties may agree to extend the term of the agreement upon written approval from the City Manager and the District Superintendent.

Core Priorities:
Fiscal Stability
According to the agreement, "The District shall pay to the City 75 percent of the total salary and costs for all benefits paid by the City to the SRO or incurred by the City as a result of employing the SRO, including, without limitation, healthcare and pension benefits, costs for any overtime duty that is the direct result of the SRO services rendered to the District, costs related to any Public Safety Employee Benefits Act benefits, or any other costs for the SRO while the SRO may be out on medical or other type of approved or required leave."

Public Safety
A continued SRO reciprocal reporting agreement with District 113 promotes public safety for the students, staff, and the City of Highland Park.

Attachments:
1. HP Resolution Approving Intergovernmental Agreement with Dist No. 113 for SRO Services (2)
2. Exhibit A - Intergovernmental Agreement with Dist 113
3. CONFIDENTIAL - Exhibit C of IGA with Dist 113

City of Highland Park

Resolution No. _____

A Resolution Approving an Intergovernmental Agreement with the Board of Education of Township High School District No. 113 For Reciprocal Reporting, Digital Image Access, and School Resource Officer

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides that units of local government and schools may contract with one another to perform any activity authorized by law; and

WHEREAS, pursuant to Section 10-20.14 of the *School Code* (105 ILCS 5/10-20.14), school districts are encouraged to create to create memoranda of understanding with local law enforcement agencies that clearly define law enforcement's role in schools; and

WHEREAS, the Board of Education of Township High School District No. 113 (***"Board"***) operates Highland Park High School (***"School"***); and

WHEREAS, the City operates the Highland Park Police Department, which provides services within the City's jurisdiction; and

WHEREAS, the City and the Board are public agencies pursuant to Section 2 of the *Intergovernmental Cooperation Act*, 6 ILCS 220/2; and

WHEREAS, in 2024, the City Council approved an intergovernmental agreement between the City and the Board for one of the City's police officers to perform the duties of a School Resource Officer (***"SRO"***) at the Schools and share information (***"Intergovernmental Agreement"***); and

WHEREAS, since the City and the Board entered into the Intergovernmental Agreement, the General Assembly adopted Public Act 104-0430, which amended various provisions of the *School Code*, and requires the City and the Board to enter into a new agreement to address new requirements in the *School Code* regarding the role of the SRO and authority of the City to issue citations to students (***"New Agreement"***); and

WHEREAS, the City Council has determined that the execution of the New Agreement will serve and be in the best interests of the City and its residents;

NOW, THEREFORE, BE IT RESOLVED 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 Resolution as findings of the City Council.

SECTION TWO: APPROVAL OF NEW AGREEMENT. The City Council hereby approves the New Agreement with the Board, in substantially the form attached to this Resolution as **Exhibit A**, and in a final form to be approved by the City Manager and the Corporation Counsel.

SECTION THREE: EXECUTION OF NEW AGREEMENT. The Mayor and the City Clerk are hereby authorized and directed to execute and attest, on behalf of the City, the New Agreement and all related documentation necessary thereto.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the City Council.

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

EXHIBIT A

NEW AGREEMENT

Docusign Envelope ID: 943B866E-5D46-40E6-9O3F-5F312C1DBF2E

INTERGOVERNMENTAL AGREEMENT FOR RECIPROCAL REPORTING,
DIGITAL IMAGE ACCESS, AND SCHOOL RESOURCE OFFICER

THIS INTERGOVERNMENTAL AGREEMENT *("Agreement")* is made and entered into by and between the Board of Education of Township High School District No. 113 *("District"),* and the City of Highland Park *("City")* (the District and City are, collectively, the *"Parties',.*

WHEREAS, both the 1970 Illinois Constitution (Article VII, Section 10) and the *Intergovernmental Cooperation Act* (5 ILCS 220/1 et seq.) authorize and encourage intergovernmental cooperation; and

WHEREAS, Section 1-7(A)(8) and 5-905(1)(h) of the *Juvenile Court Act,* Sections 10-20.14, 10-21.7, 10-27.IA&B and 22-20 of the Illinois *School Code,* and Section 10/6(a)(6.5) of the *Illinois School Student Records Act* provide for and authorize agreements between local law enforcement agencies and school districts for reciprocal reporting of criminal offenses committed by students; and

WHEREAS, the District operates Highland Park High School ("School'1 located within the City; and

WHEREAS, the District has installed digital camera systems at its Schools to enhance security and safety at the Schools, and the Parties believe that if the City Police Department were granted access to the images created by the District's digital camera systems, the Police Department would be better situated to assist the District in the case of an emergency situation that endangered students, employees, or District property; and

WHEREAS, the District desires to have a City police officer assigned to Highland Park High School on a contract basis to serve as a school resource officer ("SR0'1, and the City is willing to provide a police officer for that purpose in exchange for the payment referenced in this Agreement;

WHEREAS, the Parties believe the SRO will facilitate a more personal relationship between law enforcement agents and students, assist in educational programs, and promote the safety and security of students, staff, and the school premises; and

WHEREAS, the District and the City are desirous of entering into this Agreement for the purposes of promoting safety, security, and order for the staff, students, and premises at the District and of establishing a cooperative relationship between the District's and the City's law enforcement efforts;

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions contained in this Agreement and other good and valuable consideration, the District and City agree as follows:

I. COOPERATION AND AUTHORITY

A. General Cooperation

1. At least a week before the first day of student attendance of a school year, the Superintendent of the District will provide the City Police Chief with a list of administrators *("School Officials")* to be contacted as needed. The list will contain regular and emergency telephone and mobile numbers (if applicable), and identify which administrators are to be contacted for various types of problems and the order in which the administrators are to be contacted. The administrators identified shall be considered the "Appropriate School Officials" for purposes of § 1-7(a)(8) of the *Juvenile Court Act.*

2. At least a week before the first day of student attendance of a school year, the City Police Chief will provide the Superintendent of the District with the names and titles of a primary and at least two back up contacts *("Police Officials")* responsible for implementing this Agreement. The officers shall provide their regular and emergency telephone and mobile numbers (if applicable). The Police Officials shall represent the Police Department in the Department's capacity as "juvenile authorities" within the meaning of the federal *Family Educational Rights and Privacy Act* and the *Illinois School Student Records Act* for purposes of reciprocal reporting of student record information.

3. The Superintendent and Police Chief may, as they deem necessary and upon written notice, designate different persons to the respective positions of School Official and Police Official.

4. School Officials and Police Officials will meet to facilitate and review implementation of this Agreement as often as necessary.

5. Nothing in this Agreement is intended to limit or restrict the duty and authority of school personnel to request police services for disturbances or other emergencies occurring in or around any school building, nor is it intended to limit or restrict the duty or ability of any person attending or employed by the District to provide information or otherwise cooperate in law enforcement investigations, including but not limited to providing witness statements and testimony.

B. District Authority Over the Educational Environment

1. Collaboration between the District and the City and respect for the important role each party plays in connection with our community's youth are essential

to the success of the mission of both Parties.

2. The City recognizes the responsibility and authority of District Officials to manage the educational environment.

3. Both Parties recognize that, as an owner of Highland Park High School and its other properties, the District has authority in its sole discretion, and without consulting or seeking the approval of the City or the SRO, to lockdown District property and to send students home from school if it determines that there is a security risk.

4. Notwithstanding anything to the contrary contained in the Agreement, the Parties acknowledge and agree the City and the SRO are not security consultants for the District, and nothing in the Agreement shall be interpreted as: (i) transferring authority or responsibility to the City or SRO to manage or provide consultation services to the District related to school security; or (ii) alleviating the District of its responsibilities to manage its own security and seek professional support when prudent or deemed necessary by the District to manage its own security; provided that the District may seek the opinion of the SRO for consultation with the understanding that any final decisions by the District regarding security actions are the District's alone.

5. Both Parties recognize that disciplining students for violations of the Student Code of Conduct is appropriate for District Officials to manage.

6. The District recognizes that discretion regarding whether to investigate or charge a student or other individual with an ordinance, criminal, or traffic violation lies with Police Officials.

7. The Parties seek to implement a partnership that creates effective and positive school student discipline that (a) is part of the District's larger effort to address school safety and climate; (b) includes proactive and restorative methods rather than only punitive; and (c) is dear, consistent, and equitable.

8. Both Parties understand the privacy protections of federal and state law in the disclosure of student records. The District may refuse disclosure requests by Police Officials without a warrant, court order, or other exception enumerated by the *Illinois School Student Records Act,* 105 lLCS 10/1 *et seq.,* and the *Family Educational Rights and Privacy Act,* 20 U.S.C. 1232g.

II. RECIPROCAL REPORTING

A. Reporting of Student Criminal Activity

1. *By School Officials to Police Officials*

a. School Officials will promptly report to Police Officials any activity of students who reside in the City or attend Highland Park High School, which arises on school property or at a school-related function, that involves or is suspected to involve:

i. Criminal gang activity;

ii. Criminal sexual offenses;

iii. Any violation of Article 24 of the *Criminal Code,* 720 ILCS 5/24-1 *et seq.,* or weapons such as guns and knives, explosives, impact devices, or any item used as a weapon;

iv. Sale of drugs or other intoxicants;

v. Possession of drugs or other intoxicants, other than cannabis and alcohol;

vi. Fights or other violent activity which might reasonably carry over into the community;

vii. Abuse, neglect, lock-out, and runaway situations;

viii. Acts of vandalism;

ix. Hate crimes;

x. Other activities involving students which threaten the safety of students or any other person on or off District property; or

xi. Any state or federal crime occurring or which has occurred on school property or at a school event that might reasonably carry over into the community.

The Parties further recognize that the District may share with Police Officials other information related to students determined by the District to otherwise be appropriate and lawful for sharing to support pre-adjudicatory intervention with a student by the City. Nothing in

this Section 11.A.l.a shall be interpreted to: (i) require the City to pursue a criminal investigation or seek charges against a student if the City determines that such action is not warranted or prudent; or (ii) prevent the District from imposing discipline against a student or providing other behavioral intervention, mental health, and social services to a student if the District deems it appropriate to do so.

b. Upon receipt of a written complaint from any school personnel, School Officials shall report all incidents of battery committed against teachers, teacher personnel, administrative personnel, educational support personnel, or school employees to Police Officials. 105 lLCS 5/10-21.7.

c. School Officials will immediately report to the SRO and, if the SRO is not immediately available, call 911 any time a report is made that a person with a firearm has been observed on school grounds. 105 lLCS 5/10-27.lA.

d. School Officials will immediately report to Police Officials any time a report is made of a verified incident involving drugs, not including cannabis or alcohol, in the school or on school owned or leased property, including any conveyance owned, leased, or used by the school for the transport of students or school personnel. 105 ILCS 5/10-27.lB. School Officials will report to Police Officials within a reasonable timeframe any time a report is made of a verified incident involving cannabis or alcohol.

e. Where violence or other activity poses an imminent threat to the safety of students or any other person, the information will be shared immediately. Where there is violent activity that does not pose an imminent threat to the safety of students, the information will be shared within a reasonable timeframe after the information becomes known to School Officials.

f. Information shared under Section 11.A.1.a above may be communicated orally and may also include the disclosure of student records in accordance with Section 10/6(a)(6.5) of the *Illinois School Student Records Act.* All information disclosed and communications made under this Agreement are therefore to remain confidential and will not be disclosed to any other party, except as provided by law or court order. Section 10/6(a)(6.5) of the *Illinois School Student Records Act* provides that the District may release school student records or information to juvenile authorities when necessary for the discharge of their official duties upon a request for information prior to

adjudication of the student and if certified in writing that the information will not be disclosed to any other party except as provided under law or order of court. "Juvenile authorities" include probation officers, law enforcement officers and prosecutors, and others as defined in Section 10/6(a)(6.5) of the *Illinois School Records Act.*

2. *By Police Officials to School Officials*

a. As provided by Section 1-7(a)(8) of the *Juvenile Court Act,* and except as limited or prohibited by any laws or administrative regulations, Police Officials will share law enforcement records with School Officials that relate to the following offenses or suspected offenses (as this list may be revised pursuant to subsequent legislative amendment to the Juvenile Court Act) with respect to a minor enrolled in one of the District's schools who has been taken into custody or arrested when Police Officials believe that there is an imminent threat of physical harm to students, school personnel, or others will not (i) create a threat of harm to any person that outweighs the preventative benefit of sharing the information, as determined by the City, (ii) jeopardize a pending or actually and reasonably contemplated investigation, (iii) interfere with a pending or contemplated law enforcement, administrative, or judicial proceeding; (iv) create a substantial likelihood that a person would be deprived of a fair trial or impartial hearing; (v) disclose unique or specialized investigative techniques; (vi) or cause an unnecessary invasion of a person's privacy:

i. Any violation of Article 24 of the *Criminal Code* (720 ILCS 5/24 *et seq.)* (weapons);

ii. A violation of the *Illinois Controlled Substances Act* (720 ILCS 570/100, *et seq.);*

iii. A violation of the *Cannabis Control Act* (720 ILCS 550/1, *et* seq.);

iv. A forcible felony as defined in Section 2-8 of the *Criminal Code* (720 ILCS 5/2-8);

v. A violation of the *Methamphetamine Control and Community Protection Act* (720 ILCS 646/1 *et seq.);*

vi. A violation of Section 1-2 of the *Harassing and Obscene*

Communications Act (720 ILCS 5/26.5);

vii. A violation of the *Hazing Act* (720 ILCS 5/12C-50); or

viii. A violation of Section 12-1, 12-2, 12-3, 12-3.05, 12-3.1, 12-3.2, 12-3.4, 12-3.5, 12-5, 12-7.3, 12-7.4, 12-7.5, 25-1, or 25-5 of the *Criminal Code* (720 ILCS 5/) (bodily harm and mob action}.

b. As provided by Section 1-7(a)(8) of the *Juvenile Court Act,* and except as limited or prohibited by other laws or administrative regulations, Police Officials will share information with School Officials concerning a minor who is the subject of a current police investigation that is directly related to school safety unless Police Officials reasonably believe that sharing the information will: (i) create a threat of harm to any person that outweighs the preventative benefit of sharing the information, (ii) jeopardize a pending or actually and reasonably contemplated investigation, (iii) interfere with a pending or contemplated law enforcement, administrative, or judicial proceeding; (iv) create a substantial likelihood that a person would be deprived of a fair trial or impartial hearing; (v) disclose unique or specialized investigative techniques; or (vi) cause an unnecessary invasion of a person's privacy; provided that if there are precautions that can be taken to substantially mitigate the risks set forth in items (i)-(vi) and sharing the information would enable School Officials to make critical decisions regarding student safety and whether or not to dose the school due to safety concerns, Police Officials shall share such information. Such information may only be shared orally. An investigation means an official, systemic inquiry by Police Officials into actual or suspected criminal activity.

c. Upon request, as provided by 5 ILCS 140/2.15, Police Officials will share the following arrest and criminal history information with School Officials that relate to a student enrolled in one of the District's schools who is 18 years of age or older, unless Police Officials determine that disclosure would: (i) create a threat of harm to any person, (ii} jeopardize a pending or actually and reasonably contemplated investigation, (iii) interfere with a pending or contemplated law enforcement, administrative, or judicial proceeding; (iv) create a substantial likelihood that a person would be deprived of a fair trial or impartial hearing; (v) disclose unique or specialized investigative techniques; or (vi) cause an unnecessary invasion of a person's privacy; provided that if there are precautions that can be taken to substantially mitigate the risks set forth in items

(i)-(vi) and sharing the information would enable School Officials to make critical decisions regarding student safety and whether or not to close the school due to safety concerns, Police Officials shall share such information:

i. information that identifies the student, including the name, age, address, and photograph, when and if available;

ii. information detailing any charges relating to the arrest;

iii. the time and location of the arrest;

iv. the name of the investigating or arresting law enforcement agency;

v. if the individual is incarcerated, the amount of any bail or bond; and

vi. if the individual is incarcerated, the time and date that the individual was received into, discharged from, or transferred from the arresting agency's custody.

d. As required by Section 22-20 of the Illinois *School Code,* Police Officials shall report to the District's Principal or designee whenever a student is detained for proceedings under the *Juvenile Court Act* or for any criminal offense or any violation of a municipal or County ordinance. The report shall include the basis for the detention, the circumstances surrounding the detention, and the status of the proceedings. Police Officials shall periodically update the report as significant stages of the proceedings occur and with the disposition of the matter.

e. Nothing in this Section 11.A.2 shall be interpreted to: (i) prohibit Police Officials from sharing additional information with the District; or (ii) allow the Police Officials to withhold from the District any information or records that would otherwise be available to the District pursuant to the Freedom of Information Act or any other statute.

B. Confidentiality and Records

1. Content of Criminal Activity Information. All criminal activity information reported to the City by the District shall include the names of all involved persons, including District students and minors, except in cases where the

name of the victim is protected under the *Rights of Crime Victims and Witnesses Act,* 725 ILCS 120/1, *et seq.,* as amended, or other applicable law or where disclosure of the names of involved persons is prohibited by student records confidentiality or other confidentiality law.

2. Confidentiality of Records and Criminal Activity Information. Any law enforcement and student records subject to disclosure under this Agreement shall not be disclosed or made available in any form to any person or agency other than as set forth in this Agreement or as authorized by law or court order. Police Officials and School Officials shall develop procedures to ensure such nondisclosure of criminal activity information. Such procedures shall be designed to also ensure that any criminal activity information is not available to other employees, or any persons other than as authorized by this Agreement or by law.

3. Non-Educational or School Records.

   a. School Officials shall follow State and federal laws regarding student records.

   b. All reports and records shared by Police Officials with School Officials shall be kept in a secure location and shall not be a public record. Such information shall be kept separate from and shall not become a part of the student's official school record. The information shall be used by School Officials solely to aid in the proper rehabilitation of the student and to protect the safety of students and employees in the schools.

C. **No Restriction on Authority**. This Agreement shall restrict either Party's authority provided under law to release information to the other Party made in accordance with applicable law, as may be amended from time to time.

D. **Validity of Pre-Existing Reciprocal Reporting Agreement**. This Agreement does not invalidate either Party's participation in the countywide agreement entitled Reciprocal Reporting Agreement Between the Sheriff of lake County and the Chiefs of Police of lake County and the Boards of Education of the School Districts of lake County, executed by the various parties over a period of several years, with most signatures added from 1999-2001 *("Prior Agreement")* attached to this Agreement as Exhibit D. This Agreement, however, controls and supersedes, in its entirety, the Prior Agreement as it relates to the relationship between the Parties.

III. **CITY ACCESS TO IMAGES FROM DISTRICT DIGITAL CAMERAS**

A. **Provision of Access to Digital Camera System**. The District shall provide the City Police Department with the necessary login information to enable the City Police Department to view real time video and recorded video created by District digital cameras. This Section Ill applies to District cameras in the Highland Park High School building, at Wolters Field, and the District's administration building located at 1040 Park Avenue West, Highland Park, and does not apply to any cameras in other buildings or on school buses.

B. Limited Viewing

1. Authorized Viewers and Designated Devices. Individuals authorized to view images created by the District digital cameras shall be limited to the following individuals (collectively, *"Authorized Viewers"):*

   i. The City Police Chief;

   ii. City Police Department employees authorized by the Chief or, in the absence of the Chief, the Chief's designee; and

   iii. The City's IT employees and IT contractors authorized by the Chief, or in the absence of the Chief, the Chief's designee

2. Authorized Viewers may log in to the District's camera software only from designated City computers or other electronic devices meeting District's technical specifications and approved by the District. The IP address of each City device approved by the District shall be registered in advance with the District's Chief Information Officer. The City shall test the login from all designated devices on a quarterly basis.

C. Access to live Feed and Recorded Video

The City shall not permit any individual, including Authorized Viewers, to view real time video (live feed) from the District digital camera system or recorded videos maintained on the District's digital camera system on a routine basis. Authorized Viewers shall be permitted to view real time video streamed or recorded video stored on the District's digital camera system only when:

1. An emergency call (e.g. 911 or otherwise) is made from or regarding the Highland Park High School;

2. Necessary or prudent, as determined by the City, for the City Police Department to deter or protect against an imminent and substantial threat that is likely to result in significant bodily harm or damage to District property;

3. Requested by the Superintendent of the District or Principal of the School;

4. Necessary or prudent for purposes of training for response to emergencies in the District buildings, with: (i) for the access of live video, advance notice of the date, time, and purpose to the School Principal or designee and consent in advance by the Principal; or (ii) for access to recorded video, consent in advance by the Principal in compliance with applicable laws;

5. For investigative or other purposes, with consent in advance by the Principal in compliance with applicable laws; or

6. Emergency testing, provided that advance notice is provided to the District.

D. **Limited Download and Retention**. The City shall not download or record in any manner any footage or images from the District's digital camera system unless either the downloading or recording is done by the City as part of an active or reasonably contemplated law enforcement investigation, is authorized by a court, or the City receives permission from the District.

E. **Freedom of Information Act**. If the City receives a Freedom of Information Act request for any footage or images downloaded by the City from the District's digital camera system, the City shall immediately notify the District and work in good faith with the District before responding to the Freedom of Information Act request.

F. School Student Records

1. The images created on the District's digital cameras are created for security purposes and are therefore not school student records as defined by Section 2 of the Illinois School Student Records Act, 105 ILCS 10/2, and Section 375.10 of Title 23 of the Illinois Administrative Regulations, 23 ILADC 375.10, and as interpreted by the U.S. Department of Education under the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g. Such images may, however, become school student records, such as if subsequently used by the District in a student disciplinary matter or for other official purposes.

2. The District shall notify the City Police Chief of any recordings that become school student records. The City shall, if requested by the District and permitted by law, erase any images that the City has retained that have become school student records, unless such images are part of an active or reasonably contemplated police investigation into actual or suspected criminal activity.

3. Any images that the City maintains that have become school student records must be kept strictly confidential and only disclosed:

a. With prior approval of the Superintendent of the District or the Superintendent's designee;

b. In the case of an emergency as defined in Section 375.60 of Title 23 of the Illinois Administrative Regulations, 23 lLADC 375.60; or

c. In good faith consultation with the Superintendent of the District or the Superintendent's designee and in accordance with the *Illinois School Student Records Act.* 105 ILCS 10/6.

IV. THE SCHOOL RESOURCE OFFICER PROGRAM

A. Selection of the School Resource Officer

The District, through the Superintendent or designee, and the City, through the Police Chief or his designee ***("Supervisor"),*** will work collaboratively to select the SRO. The City will provide to the District police officers who are in good standing with the City and with the following desired qualifications for review, all as determined by the City:

1. Illinois Certified Police Officer with the City for at least two years;

2. State of Illinois certified juvenile officer;

3. School resource officer training certification as required by the *School Code* (105 ILCS 5/10-20.68), including current certification of completion of the Illinois Law Enforcement Training and Standards Board SRO Course or ILETSB approved waiver within one year of the SRO's assignment, and as set forth in the *Illinois Police Training Act* (SO ILCS 705/10.22), including renewals thereof, and also such additional training as may be required to meet a minimum of 48 hours of National Association of School Resource Officer (NASRO) training; or if the police officer does not yet have school officer training certification or additional training to meet the minimum of 48 hours of NASRO training, the school resource officer will endeavor to obtain the certification and training as soon as practicable. The City will not apply for a waiver of the school resource officer training requirement under the *School Code* without first providing notice to the Superintendent of the District and if the City applies for a waiver of the school resource officer training requirement, the City will promptly enroll the officer in a school resource officer training course to obtain the training as soon as practicable.

4. Training on working with students with disabilities to ensure appropriate and effective interactions that support their educational and behavioral needs;

5. Willingness to serve as the SRO for at least four years;

6. Effective oral and written communication skills;

7. Ability to resolve conflict efficiently and effectively;

8. Excellent problem-solving skills;

9. Sound judgment and decision-making skills;

10. A calm and professional demeanor;

11. Flexible mindset with the ability to interact effectively with school administration, parents and students;

12. Self-reliance with the ability to work productively with minimal supervision;

13. Dedication to enhancing a positive relationship between youth, parents, community, police department and school staff;

14. Positive role model; and

15. Integrity and professionalism.

16. The ability to serve as a liaison between the District and Police Department for routine items.

In addition, the City recognizes that the District prefers for an SRO that has previous experience serving as an SRO and at least five years of full-time experience as a police officer, and the City will take this preference into consideration when considering who to appoint as the SRO.

The City will include the District in the SRO candidate interview process and otherwise consult with the District in the SRO selection process. The City shall assign the SRO only after receiving input and a recommendation from the Superintendent or the Superintendent's designee. The City will give due consideration to, and make reasonable efforts to accommodate, the District's recommendations for SRO selection. Provided that this process set forth herein is followed, the District acknowledges and agrees that the City shall have the sole and absolute discretion to make the final selection and appointment of the SRO.

B. **Relationship**. The SRO shall remain an employee of the City and will abide by all personnel rules of the City and any applicable Collective Bargaining Agreement. As an employee of the City and not the District, the SRO shall not be entitled to any benefits that the District provides to its employees. The City shall be fully responsible to the SRO for the payment of all employee compensation and benefit obligations, subject to reimbursement from the District in accordance with Section IV.H of this Agreement.

C. **Supervision**. As an employee of the City, the SRO shall be subject to the chain of command of the Police Department. When serving in the role of SRO, the SRO shall coordinate and communicate with the Superintendent or the Superintendent's designee regarding daily activities. If the SRO fails to abide by the terms of this Agreement or perform the duties outlined in Exhibit A, the Superintendent or designee shall notify the Supervisor of the specific problems. If the SRO fails to remedy the problems within 15 days after the date of notification, the Superintendent or designee may request a new SRO and the Superintendent or his or her designee and the Supervisor will work cooperatively to resolve the problem, which may include appointing a new SRO at the discretion of the City.

D. **Scope of Duties**. The scope of the SRO's duties and responsibilities is set out in Exhibit A, which may be changed or redefined at any time when agreed upon in writing by both the City Manager and the Superintendent or designee. The SRO shall not issue a fine, fee, ticket, or citation to a student as a school-based disciplinary consequence or for a municipal code violation on school property during school hours, during school-related events or activities, or while taking school transportation. This restriction does not preclude requiring a student to provide restitution for lost, stolen, or damaged property. This restriction also does not apply to violations of traffic, boating, or fish and game laws.

E. Schedule. The SRO shall be assigned to the District and on duty:

1. Every school day throughout each regular school year, commencing prior to the start of the first class period and ending after the last class period, unless: (i) the District informs the City that the SRO is not needed during those times; (ii) as directed by the City in an emergency; (iii) the SRO has training, provided that the times of absence are shared with the District; or (iv) as otherwise agreed to by the District and City. Nothing in this subsection IV.E.1 shall be interpreted to limit the ability of the SRO to use personal time off, sick days, vacation days, Family Medical leave Act absences, or any other applicable right to take time off provided by statute or the City's collective bargaining agreements and employment policies. If the SRO is unable to be present for duty, a substitute SRO will be provided in accordance with Section IV.K of this Agreement; and

2. During approximately 20 special events per school year, upon the prior mutual agreement of the City and the District, which special events may include, without limitation, extracurricular events and school dances. Attendance at special events shall paid by the District in accordance with Section IV.H of this Agreement.

F. **Summer Duty**. If requested by the District and agreed upon by the City, the City shall provide a police officer to serve as an SRO during summer events. If an SRO serves

during summer events, the District shall pay to the City for the hours worked by the SRO at an hourly rate to be agreed upon by the parties. The Parties agree that the officer who works during summer may be different from the officer who is assigned to work as the SRO during the regular school year.

G. **Data Collection and Reporting**. The parties agree that by no later than July 1, 2027, the parties shall reach agreement on procedures to document the number of students referred to the Police Department, including the SRO, wherein there will be documentation the number of total students referred, as well as documentation of the number of times each individual student was referred in instances that occurred on school grounds, during school-related events or activities (regardless of whether it was in-person or virtual), or while taking school transportation. The District shall be solely responsible for preparing a report and providing it to the Illinois State Board of Education. Prior to providing the report to the Illinois State Board of Education, the District will provide a draft of the report to the City to confirm that the data is correct.

H. **Evaluation of the Program**. Each year, the Superintendent or designee and the City Police Chief or designee shall set goals for the program and agree on methods to monitor progress toward the established goals (e.g. data, surveys). At least once each year, the Superintendent or designee and the City Police Chief or designee will meet to evaluate the Program with respect to the goals and may revise Exhibit A to address the goals.

I. **Cost**.

1. Amount. The District shall pay to the City 75 percent of the total salary and costs for all benefits paid by the City to the SRO or incurred by the City as a result of employing the SRO, including, without limitation, healthcare and pension benefits, costs for any overtime duty that is the direct result of the SRO services rendered to the District, costs related to any *Public Safety Employee Benefits Act* benefits, or any other costs for the SRO while the SRO may be out on medical or other type of approved or required leave.

   The District acknowledges that the total wages and benefits paid to the SRO will be determined by the City and subject to an annual cost-of-living adjustment and other increases in each calendar year, in an amount to be determined by the City. The City will provide advance notice to the District of any known annual increases in costs under this paragraph.

2. Training Costs. Upon the prior written approval of the District, which approval may not be unreasonably withheld, the District shall pay to the City one-half of the costs incurred by the City for training programs for the SRO in matters directly related to the SRO's duties at the District, provided that, at minimum, the SRO has taken, or is enrolled in, the training programs necessary to meet the requirements for SRO training provided in the Illinois

School Code, consistent with the recommendations issued by the Illinois law Enforcement Training and Standards Board. Failure to enroll the SRO in an approved training program shall result in the City forfeiting its right to the District's agreement to pay one-half of the costs incurred by the City for training programs for the SRO, as detailed in this section IV.H.2. The SRO will comply with applicable State mandates for implicit bias training relevant to the SRO's duties, as agreed by the Parties, with the costs to be paid for by the District.

3. Invoices. The City shall issue to the District at the end of each semester invoices for the salary and benefits earned by the SRO, and the District agrees to pay each invoice in accordance with the *local Government Prompt Payment Act,* 50 ILCS 505/1*et seq.*

4. Grants. The District shall work cooperatively with the City to pursue any grant funding that may be available to mitigate the costs of providing an SRO to the District pursuant to this Agreement.

5. Uniforms. The City shall issue to the SRO polo shirts or other casual apparel, which the SRO may wear instead of their regular uniform as determined by the City.

J. **Student Records**.

1. For purposes of the *Illinois School Student Records Act,* 105 ILCS 10/, and the *Family Educational Rights and Privacy Act of 1974,* 20 U.S.C. 1232(g), the SRO shall be considered a school official of the District. As such, the SRO shall have access to student records only as determined by the District to be necessary for the fulfillment of his/her duties as prescribed in this Agreement. The SRO shall keep all student records confidential except if disclosure is required by law. The SRO shall disclose student records only in circumstances and in a manner authorized by State and federal law. The parameters of SRO access to student records are further detailed in Exhibit B to this Agreement, attached hereto and incorporated herein.

2. Consistent with Section 10/2(d) of the *Illinois School Student Records Act,* reports of the SRO shall be deemed the reports of a law enforcement professional and shall not be considered a student record. 105 ILCS 10/2(d). For purposes of the *Family Educational Rights and Privacy Act of 1974,* 20 U.S.C. 1232(g), the SRO designated to work with the District pursuant to this Agreement shall be considered a law enforcement unit of the school such that the records created and maintained by the SRO for the purpose of law enforcement shall not be considered educational records.

K. **Body Worn Cameras**.

1. All parties agree that any use of body worn cameras ("BWCs") on District Property must be subject to and in compliance with federal, state, and local regulations.

2. The City shall provide to the District a copy of the City policy on use of BWCs required by statute, and, upon request, the City shall provide written information and training to the District and its administration regarding the same. The training shall include the objectives and procedures for the use of BWCs in public and in schools. The SRO shall be trained in the operation of the equipment prior to its use.

3. To maximize the effectiveness of the BWCs and the integrity of the video documentation, the SRO shall adhere to the objectives and procedures outlined in this Agreement and the City's written policy regarding the use of BWCs adopted in accordance with *Law Enforcement Officer-Worn Body Camera Act* (50 ILCS 701/10- 1 *et seq.).* The responsibilities of the SRO in the schools consist largely of the performance of non-enforcement related activities, including community caretaking, educational, and other non-law enforcement activities contemplated. As such, the SRO's BWC will normally remain in an inactivated (buffering) mode unless the SRO is responding to calls for service or engaged in any law enforcement-related encounter or activity.

4. The City may, in its discretion, and if not otherwise prohibited by law, provide to the District copies of any such filming of students, parents, employees or others upon school property, upon request for such copies by the District, as a law enforcement record. In the event that the City receives advice that providing a copy of such videos is prohibited, the City agrees to utilize reasonable efforts to facilitate the availability of its officer(s) that made the video to testify, upon request by the District, in any school disciplinary hearing concerning his/her/their knowledge of the facts and circumstances of the videoed incident. Any such film or video taken by and kept in the possession of the SRO or the City may be considered law enforcement records under the *Family Educational Rights and Privacy Act* (20 U.S.C. §1232g and 34 C.F.R. §99.8) and *Illinois School Student Records Act* (105 ILCS 10/2(d)). Any copy of such film or video, if permitted by law to be provided to the District, may become an educational record of the District.

L. **Substitute SRO Services**.

If the SRO is not able to report to duty at the School on a given day, the City will make best efforts to provide a substitute law enforcement officer. If a substitute officer cannot be provided, the City will make best efforts to have an officer check in with

the Principal's Office, walk through the building, and drive through the parking lot. Both parties agree that, in the event the SRO is out on family or medical leave for any reason, the City will assess availability and will use reasonable efforts to provide an interim SRO until the assigned SRO can return from leave, provided that the provision of an interim-SRO does not interfere with police operations or put additional strain on the City's staffing levels. Further, both parties agree that, in such circumstances, the parties will coordinate and discuss additional options for ensuring SRO services are provided, to the extent possible, until the assigned SRO can return from leave. If possible, the substitute and interim officers will have SRO or juvenile officer training and experience. The District will reduce the scope of the SRO duties for substitute and interim officers to focus primarily on safety and security issues. The Parties may agree to increase the consistency or level of support to be provided by the City during absences of the SRO, such as by designating or providing additional officers, and will amend this Agreement pursuant to Section V.G to effectuate such agreement as appropriate.

M. Storage of Firearms on School Property

The SRO may store firearms on District property when unattended by the SRO or not within the SRO's vehicle. Such storage shall comply with the protocols attached to this Agreement as Exhibit C.

V. OTHER TERMS AND CONDITIONS

A. **Complete Agreement**. This Agreement sets forth all the covenants, conditions, and promises between the Parties. There are no covenants, promises, agreements, conditions, or understandings between the Parties, either oral or written, other than those contained in this Agreement.

B. **Relationship of the Parties**. Nothing in this Agreement shall be construed to consider any party, or its respective employees or agents, as the agents or employees of the other party. Nothing contained in or done pursuant to this Agreement shall be construed as creating a partnership, agency, joint employer, or joint venture relationship between the City and the District. No party shall become bound, with respect to third parties, by any representation, act, or omission of the other party. This Agreement is for the benefit of the Parties only and is not intended to raise or acknowledge any duty regarding conduct or other form of liability as to third parties.

C. **Indemnification**.

1. To the fullest extent permitted by law, the District agrees to indemnify and hold harmless the City, its officers, officials, agents, volunteers, employees, and their successors and assigns, in their individual and official capacities (the ***"City Indemnified Parties"***) from and against any and all liabilities, loss, claim, demand, lien, damage, penalty, fine, interest, cost and expense, including

without limitation, reasonable attorneys' fees and litigation costs, incurred by the City Indemnified Parties arising out of any activity of the District in performance of this Agreement, or any act or omission of the District or of any employee, agent, contractor, or volunteer of the District (the "School Indemnitors"), but only to the extent caused in whole or in part by any negligent act or omission of the School Indemnitors.

2. To the fullest extent permitted by law, the City agrees to indemnify and hold harmless the District, its Board and its members, employees, volunteers, agents, their successors, and assigns, in their individual and official capacities (the ***"School Indemnified Parties"***) from and against any and all liabilities, loss, claim (including employment claims), demand, lien, damage, penalty, fine, interest, cost and expense, including without limitation, reasonable attorneys' fees and litigation costs, incurred by the School Indemnified Parties arising out of any activity of the City or the SRO in performance of this Agreement, or any act or omission of the City or of any employee (including, but not limited to the SRO), agent, contractor or volunteer of the City (the ***"City Indemnitors"***), but only to the extent caused in whole or in part by any negligent act or omission of the City Indemnitors.

3. Nothing contained in Section V.C or in any other provision of this Agreement is intended to constitute nor shall it constitute a waiver of the defenses available to the District or the City under the *Illinois local Governmental and Governmental Employees Tort Immunity Act.*

D. **Insurance**. Each Party shall keep in full force during the term of this Agreement, Commercial General liability Insurance, on an occurrence basis, with limits of not less than $3,000,000.00 per occurrence and in the aggregate. Within seven days after the last Party's execution of this Agreement, each Party shall furnish to the other a certificate of insurance evidencing the insurance obligations under this Agreement. Each Party may satisfy the insurance obligations under this Section V.D. by utilizing excess or umbrella insurance. Each party shall name the other Party's Indemnitors (defined in Section V.C.) as additional insured on all insurance required hereunder. To the fullest extent permitted by each insurance policy and without invalidating any coverage thereunder, the Parties waive any right of subrogation that they or any of their agents may have against the other Party's Indemnitors.

E. **Term and Renewal**. This Agreement shall take effect upon the execution of this Agreement and shall be in full force and effect for a period of one year thereafter. This Agreement shall automatically renew for successive one-year periods unless terminated as provided below. Commencing in Spring 2025, every two years the Parties shall meet and discuss their relationship under this Agreement.

F. **Termination**. This Agreement may be terminated by the City at any time upon 60

days advance written notice to the District. This Agreement may be terminated by the District at any time upon six months advanced written notice to the City. Section III (City Access to Images From District Digital Cameras) of this Agreement may be terminated at any time upon 30 days advance written notice by either party without terminating the other Sections of this Agreement. Sections IV.Hand V.C shall survive termination of this Agreement. In the event this Agreement is terminated by either party, the District shall be reimbursed for any excess payments made pursuant to this Agreement provided that the District is not in breach of this Agreement.

G. **Amendments and Modifications**. This Agreement may be modified or amended from time to time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly signed by an authorized representative of each Party.

H. **Provisions Severable**. If any term, covenant, condition, or prov1s1on of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

I. **Assignment.** Neither party hereto may assign its respective rights or duties hereunder.

J. **Waiver of Breach.** If either party waives a breach of any provision of this Agreement by the other party, that waiver will not operate or be construed as a waiver of any subsequent breach by either party, nor shall it prevent either party from enforcing such provisions.

M. **Effective Date.** This Agreement shall be deemed dated and become effective on the date the last of the Parties signs as set forth below the signature of their duly authorized representatives.

IN WITNESS WHEREOF, the Parties hereto have executed this agreement by their property officers duly authorized to execute the same.

EXHIBIT A

SCHOOL RESOURCE OFFICER JOB DESCRIPTION TOWNSHIP HIGH SCHOOL DISTRICT 113

The goal of a School Resource Officer (SRO) Program is to strengthen the Police Department's bond with the District through the daily interaction with the students and school staff. The school setting provides an environment that can offer preventative programs to assist youth in making good decisions while also deterring involvement in criminal conduct, drug and alcohol use and gang- like behavior. The SRO, in conjunction with school staff, can mentor youth and steer them towards more positive choices. The intent of the SRO Program is to establish positive working relationships between the police, school administration, social service agencies, parents, teachers, students, and the community, to maintain a safe and stable environment. The SRO must measure the SRO's safe response while carefully taking into consideration the best interests of the students and school.

The objectives of the SRO are:

l. To foster a more personal relationship between law enforcement and students with the goal of promoting a greater respect for the law.

2. To function as a resource to the school for students, staff and administration in criminal matters and social issues.

3. To assist in the preparation of educational programs concerning social problems and violations of the law.

4. To assist in the protection of the school community from illegal activity both inside and outside of the school.

5. To assist school officials in the prevention of and effective response to criminal offenses._

6. Assist the District in evaluating whether threats made to the District, High School, Student, Staff, or affiliates are credible. The SRO may provide a professional opinion to the District or school officials about the situation. During an active threat, school officials will cooperate with the Police Department and SRO until the threat is eliminated.

The primary duties and responsibilities include, but are not limited to:

1. The SRO shall be assigned to District buildings by the District with input from the City.

2. The SRO shall, whenever possible and in accordance with guidance from the District, participate in or attend school functions during the SRO's regular duty hours to assure the peaceful operation of school-related programs.

3. When lawfully requested, assistance with conducting inspections and searches of lockers, desks, parking lots and other school property and equipment owned or controlled by the District for illegal drugs, weapons or other illegal or dangerous substances or materials, including searches conducted using specially trained dogs. If a search produces evidence that the student has violated or is violating the law, such evidence may be seized by school authorities and/or turned over to law enforcement authorities, and disciplinary action may be taken. 105 ILCS 5/10-22.6 and 10-22.l0a.

4. The SRO shall attend suspension review and/or expulsion hearings upon the request of District officials or the Superintendent. The SRO shall be prepared to provide testimony on any actions that were taken by the SRO and any personally observed conduct witnessed as permitted by law.

5. The SRO shall conduct himself or herself as a role model at all times and in all facets of the job; shall seek to establish a strong rapport with staff, faculty, students, parents and other members of the school community; and shall encourage students to develop positive attitudes toward the school, education, law enforcement officers and good citizenship in general.

6. Cooperation with the parent-teacher advisory committee to develop policy guideline procedures that establish and maintain a reciprocal reporting system between the District and applicable local law enforcement agencies regarding criminal offenses committed by students. 105 ILCS 5/10-20.14 and see Board Policy 2:150, *Committees.*

7. Promoting a positive relationship and enhance communications among police officials, students, faculty, and staff.

8. Assisting the school administration in the reporting and resolution of criminal behavior on school grounds or at school sponsored events. Special attention will be given to incidents involving violence, gang-like behavior, drugs, and alcohol or other school safety issues.

9. Upon agreement by the City, assist in the staff development and training of school security personnel. Nothing herein shall be interpreted to relieve the District of its responsibility to engage in any necessary or prudent staff development or training of its school security personnel.

10. Making presentations in the classroom environment as it relates to established law, law enforcement, school/personal safety and traffic issues.

11. Promoting a positive relationship with school staff, counselors, and administration to identify problems and define solutions.

12. Assisting in the development of prevention programs and crisis planning as required by the school staff and the police department.

13. Acting as a liaison between the Police Department personnel and school officials to

exchange a comprehensive knowledge of activity within the school community.

14. Conducting investigations of all alleged criminal activities on school property that occur during the regular school day or at school sponsored events, in accordance with Police Department policy.

15. Patrolling school grounds when necessary.

16. Responding to calls for service at or around the school facility while on duty.

17. Enforcing federal, state, and local laws, provided that such enforcement mechanisms comply with all applicable law, including the School Code.

18. Networking with area school resource officers to effectively monitor youth trends and behavior.

19. Observing and assisting the District with the annual law enforcement drill to address a school shooting incident as required by the *School Safety Drill Act,* 105 ILCS 128/20(c).

20. Participating in training with other school staff as requested by the District on topics including, but not limited to, proper student restraint techniques and crisis prevention intervention (CPI).

21. Participating, advising, and consulting in the annual review of the school's emergency and crisis response plans, protocols, and procedures, including procedures regarding the District's threat assessment team pursuant to Section 25 of the *School Safety Drill Act,* 105 ILCS 128/25 (although, it is ultimately the District's responsibility to create the emergency response plans), and serve as the law enforcement representative on the District and school threat assessment team(s) pursuant to 105 ILCS 128/45.

Detention and Questioning of Students on School Grounds

The SRO and the District shall comply with Section 22-88 of the *School Code* (105 ILCS 5/22-88), as may be amended, when detaining or questioning a student on school grounds who is under 18 years of age and who is suspected of committing a criminal act.

In accordance with Section 10-20.64 of the *School Code* (105 ILCS 5/10-20.64), there shall be no student booking station established or maintained on the grounds of any school.

EXHIBIT B

ACCESS TO RECORDS

A. **District Records.** The Parties acknowledge and agree that the SRO may have access to District records as follows:

1) The SRO may have access to "directory information" of students as needed to perform duties.

2) In addition to as provided in this Agreement, the SRO may have access to live feed of security cameras in the District pursuant to authorization of the Superintendent or Principal. To the extent camera footage constitutes a student record as defined by the School Code, recorded camera footage will be treated as student record information pursuant to Paragraph A.3 below.

3) The SRO may have access to other (non-directory) student record information pursuant to the following legal guidelines, as interpreted and approved by the Superintendent or Principal:

i) **As a School Official.** The SRO may receive personally identifiable information ("PII") from the District as a "school official" performing SRO duties under this Agreement when the SRO has a direct and legitimate educational interest in the student. A "legitimate educational interest" shall include promoting school safety and physical security of the students. The PII must remain under the direct control of the District, and the SRO may use information obtained as a school official only for the purposes for which it is obtained, and will not disclose such information to third parties, including other employees of the Police Department who are not acting as school officials, unless consent of the parent (or student age 18 or older or has otherwise succeeded to their rights under ISSRA) is obtained or an exception to the statutory consent rule applies.

ii) **Under the Reciprocal Reporting Agreement.** The SRO may receive from the District PII related to students pursuant to the reciprocal reporting provisions of this Agreement.

iii) **Emergencies**· In an emergency, as determined by the Superintendent or School Principal.

If the SRO receives PII from the District under Section 3.ii or 3.Hi, the information shall not be governed by the terms of Section 3.i. Notwithstanding the termination of this Agreement for any reason, the confidentiality provisions set forth in this Agreement shall continue in full force and effect following such termination.

B. **Law Enforcement Records.** In accordance with law, the Parties understand that all records both generated and maintained solely by the SRO and the City shall not constitute student records under FERPA/ISSRA.

EXHIBITC

EXHIBIT D

PRIOR AGREEMENT

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Steven Neuman, Investigations Supervisor

Department: Police Department

Title: A Resolution Approving an Intergovernmental Agreement with TrueNorth Educational Cooperative 804 For Reciprocal Reporting of Student Criminal Offenses and Security Camera Access

Recommendation:
Staff recommends approving the intergovernmental agreement between the City of Highland Park and TrueNorth Educational Cooperative 804 for reciprocal reporting of criminal offenses committed by students and security camera access.

Policy Consideration:
TrueNorth is a cooperative of public school districts formed for the purpose of providing public special education programs for students of ages pre-K through high school and transition services. Its main location is located at 760 Red Oak Lane in Highland Park.

TrueNorth desires entering into the attached agreement (Exhibit A) with the City for the purposes of promoting safety, security, and order for the staff, students, and Highland Park premises of TrueNorth and of establishing a cooperative relationship between their staff and the City's law enforcement officials.

The City has similar agreements with School Districts 112 and 113.

Core Priorities:
Fiscal Stability
No financial impact to the City.

Public Safety
A continued reciprocal reporting agreement and security camera access between the City of Highland Park and TrueNorth Educational Cooperative 804 that promotes public safety for the students, staff and the City of Highland Park.

4901-6119-5438

Attachments:

1. HP Resolution Approving Intergovernmental Agreement with TrueNorth
2. Exhibit A - Intergovernmental Agreement with TrueNorth

City of Highland Park

Resolution No. _____

A Resolution Approving an Intergovernmental Agreement with TrueNorth Educational Cooperative 804 For Reciprocal Reporting of Student Criminal Offenses and Security Camera Access

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides that units of local government and schools may contract with one another to perform any activity authorized by law; and

WHEREAS, pursuant to Section 10-20.14 of the *School Code* (105 ILCS 5/10-20.14), school districts are encouraged to create to create memoranda of understanding with local law enforcement agencies that clearly define law enforcement's role in schools; and

WHEREAS, TrueNorth Educational Cooperative 804 (***"Cooperative"***) operates a school within the City (***"School"***); and

WHEREAS, the City operates the Highland Park Police Department, which provides services within the City's jurisdiction; and

WHEREAS, the City and the Cooperative are public agencies pursuant to Section 2 of the *Intergovernmental Cooperation Act*, 6 ILCS 220/2; and

WHEREAS, in 2025, the City Council approved an intergovernmental agreement between the City and the Cooperative to share information (***"Intergovernmental Agreement"***); and

WHEREAS, since the City and the Cooperative entered into the Intergovernmental Agreement, the General Assembly adopted Public Act 104-0430, which amended various provisions of the *School Code*, and requires the City and the Cooperative to enter into a new agreement to address new requirements in the *School Code* regarding the City's authority to issue citations to students (***"New Agreement"***); and

WHEREAS, the City Council has determined that the execution of the New Agreement will serve and be in the best interests of the City and its residents;

NOW, THEREFORE, BE IT RESOLVED 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 Resolution as findings of the City Council.

SECTION TWO: APPROVAL OF NEW AGREEMENT. The City Council hereby approves the New Agreement with the Cooperative, in substantially the form attached to this Resolution as **Exhibit A**, and in a final form to be approved by the City Manager and the Corporation Counsel.

SECTION THREE: EXECUTION OF NEW AGREEMENT. The Mayor and the City Clerk are hereby authorized and directed to execute and attest, on behalf of the City, the New Agreement and all related documentation necessary thereto.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the City Council.

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

Nancy R. Rotering, Mayor

ATTEST:

Ghida S. Neukirch, City Clerk

EXHIBIT A

NEW AGREEMENT

INTERGOVERNMENTAL AGREEMENT FOR RECIPROCAL REPORTING OF STUDENT CRIMINAL OFFENSES AND SECURITY CAMERA ACCESS

BETWEEN
TRUENORTH EDUCATIONAL COOPERATIVE 804 AND THE CITY OF HIGHLAND PARK

THIS INTERGOVERNMENTAL AGREEMENT ***("Agreement")*** is made and entered into by and between the TrueNorth Educational Cooperative 804 ***("Cooperative"),*** and the City of Highland Park (***"City"***) (the Cooperative and City are, collectively, the ***"Parties").***

WHEREAS, both the 1970 Illinois Constitution (Article VII, Section 10) and the *Intergovernmental Cooperation Act* (5 ILCS 220/1 et seq.) authorize and encourage intergovernmental cooperation; and

WHEREAS, Section 1-7(A)(8) and 5-905(1)(h) of the *Juvenile Court Act,* Sections 10-20.14, 10-21.7, 10-27.IA&B and 22-20 of the Illinois *School Code,* and Section 10/6(a}(6.5) of the *Illinois School Student Records Act* provide for and authorize agreements between local law enforcement agencies and school districts for reciprocal reporting of criminal offenses committed by students; and

WHEREAS, the Cooperative is a cooperative of public school districts formed pursuant to Section 10-22.31 of the *School Code* for the purpose of providing public special education programs for students of ages pre-K through high school and transition services, and providing such programs at its main location at 760 Red Oak Lane, Highland Park, Illinois, and other locations within and outside Highland Park, with the program locations within Highland Park being covered by this Agreement as ***"Schools"*** and the students enrolled in Cooperative programs who either reside within the boundaries of Highland Park or attend Cooperative programs within the boundaries of Highland Park, or whose conduct or involvement in activities is otherwise related to such programs, being covered by this Agreement as ***"Students";*** and

WHEREAS, the Cooperative and the City are desirous of entering into this Agreement for the purposes of promoting safety, security, and order for the staff, students, and premises of the Cooperative and of establishing a cooperative relationship between the Cooperative's and the City's law enforcement efforts.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions contained in this Agreement and other good and valuable consideration, the Cooperative and City agree as follows:

I. COOPERATION AND AUTHORITY

A. General Cooperation

1. The Superintendent of the Cooperative will provide the City Police Chief with a list of administrators ***("School Officials")*** to be contacted as needed. The list will contain regular and emergency telephone and mobile numbers (if applicable), and identify which administrators are to be contacted for various types of problems and the order in which the administrators are to be contacted. The administrators identified shall be considered the "Appropriate School Officials" for purposes of § 1-7(a)(8) of the *Juvenile Court Act.*

2. The City Police Chief will provide the Superintendent of the Cooperative with the names and titles of a primary and at least two back up contacts ***("Police Officials")*** responsible for implementing this Agreement. The officers shall provide their regular and emergency telephone and mobile numbers (if applicable). The Police Officials shall represent the Police Department in the Department's capacity as "juvenile authorities" within the meaning of the federal *Family Educational Rights and Privacy Act* and the *Illinois School Student Records Act* for purposes of reciprocal reporting of student record information.

3. The Superintendent and Police Chief may, as they deem necessary and upon written notice, designate different persons to the respective positions of School Official and Police Official.

4. School Officials and Police Officials will meet to facilitate and review implementation of this Agreement as often as necessary.

5. Nothing in this Agreement is intended to limit or restrict the duty and authority of school personnel to request police services for disturbances or other emergencies occurring in or around any school building, nor is it intended to limit or restrict the duty or ability of any person attending or employed by the Cooperative to provide information or otherwise cooperate in law enforcement investigations, including but not limited to providing witness statements and testimony.

B. Cooperative Authority Over the Educational Environment

1. Collaboration between the Cooperative and the City and respect for the important role each party plays in connection with our community's youth are essential to the success of the mission of both Parties.

2. The City recognizes the responsibility and authority of Cooperative Officials

to manage the educational environment.

3. Both Parties recognize that disciplining students for violations of the Student Code of Conduct is appropriate for Cooperative Officials to manage.

4. The Cooperative recognizes that discretion regarding whether to investigate or charge a student or other individual with an ordinance, criminal, or traffic violation lies with Police Officials.

5. The Parties recognize that, in accordance with the *School Code* Section 10-22.6 (105 ILCS 10-22.6), a student must not be issued a monetary fine, fee, ticket, or citation as a school-based disciplinary consequence or for a municipal code violation occurring on school grounds during school hours or while taking school transportation by any person. This limitation does not preclude requiring a student to provide restitution for lost, stolen, or damaged property. This does not modify responses to alleged delinquent or criminal conduct set forth in the School Code, Article V of the Juvenile Court Act of 1987, or the Criminal Code of 2012, and also does not apply to violations of traffic, boating, or fish and game laws.

6. Both Parties understand the privacy protections of federal and state law in the disclosure of student records. The Cooperative may refuse disclosure requests by Police Officials without a warrant, court order, or other exception enumerated by the *Illinois School Student Records Act,* 105 ILCS 10/1 *et seq.,* and the *Family Educational Rights and Privacy Act,* 20 U.S.C. 1232g. and their implementing regulations.

II. RECIPROCAL REPORTING

A. Reporting of Student Criminal Activity

1. *By School Officials to Police Officials*

a. School Officials will report to Police Officials any activity of students who are enrolled in the Cooperative and either reside in the City or attend Schools, which activity arises on school property or at a school-related program or function, that involves or is suspected to involve:

i. Criminal gang activity;

ii. Criminal sexual offenses;

iii. Any violation of Article 24 of the *Criminal Code,* 720 ILCS 5/24-1 *et seq.,* or weapons such as guns and knives, explosives, impact devices;

iv. Sale of drugs or other intoxicants;

v. Possession of narcotics, methamphetamines or other controlled substances, other than cannabis and alcohol;

vi. Fights or other violent activity which School Officials have reason to know may carry over into the community;

vii. Hate crimes;

viii. Other activities involving criminal intent of students which threaten the safety of students or any other person on or off Cooperative property; or

ix. Any state or federal crime occurring or which has occurred on school property or at a school event that School Officials have reason to know may carry over into the community.

The School Officials and Police Officials shall each designate one individual to which the designated School Official may make reports of child abuse, neglect, lock-out, and runaway situations involving students. Such reports will be made by the designated School Official to the designated Police Official when the designated School Official becomes aware of allegations or concerns that would require or result in a report to the Department of Children and Family Services, and further providing the School Official determines that the situation constitutes an "emergency" authorizing release of this information without consent of the parent/guardian under ISSRA/FERPA and their rules, and further providing that the School Officials will provide notice to the parent/guardian of such report when required by law.

The Parties further recognize that the Cooperative may share with Police Officials other information related to students determined by the Cooperative to otherwise be appropriate and lawful for sharing to support pre-adjudicatory intervention with a student by the City.

Notwithstanding the foregoing, nothing in this Agreement shall be

interpreted to require the Cooperative to release information to the City if the release would violate the Illinois School Student Records Act (105 ILCS 10/1*et seq.),* Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99), the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/1 *et seq.),* Individuals with Disabilities Education Act (20 U.S.C.§ 1400}, or any other state or federal law or implementing regulations.

Nothing in this Section 11.A.I.a shall be interpreted to: (i) require the City to pursue a criminal investigation or seek charges against a student if the City determines that such action is not warranted or prudent; or (ii) prevent the Cooperative from imposing discipline against a student or providing other behavioral intervention, mental health, and social services to a student if the Cooperative deems it appropriate to do so.

b. Upon receipt of a written complaint from any school personnel, School Officials shall report all incidents of battery committed against teachers, teacher personnel, administrative personnel, educational support personnel, or school employees to Police Officials. 105 ILCS 5/10-21.7.

c. School Officials will immediately report to Police Officials any time a report is made that a person with a firearm has been observed on school grounds. 105 ILCS 5/10-27.IA.

d. School Officials will immediately report to Police Officials any time a report is made of a verified incident involving drugs in the school or on school owned or leased property (excluding cannabis), including any conveyance owned, leased, or used by the school for the transport of students or school personnel. 105 ILCS 5/10-27.1B.

e. Where violence or other activity poses an imminent threat to the safety of students or any other person, the information will be shared as soon as possible; otherwise, the information will be shared not later than two business days after the information becomes known to School Officials.

f. Information shared under Section 11.A.1 above may be communicated orally and may also include the disclosure of student records in accordance with Section 10/6(a)(6.S) of the *Illinois School Student Records Act.* All information disclosed and communications made pursuant to the authority of this Agreement

that constitute student records information are therefore to remain confidential and will not be disclosed to any other party, except as provided by law or court order. Section 10/6(a)(6.S) of the *Illinois School Student Records Act* provides that the Cooperative may release school student records or information to juvenile authorities when necessary for the discharge of their official duties upon a request for information prior to adjudication of the student and if certified in writing that the information will not be disclosed to any other party except as provided under law or order of court. "Juvenile authorities" include probation officers, law enforcement officers and prosecutors, and others as defined in Section 10/6(a)(6.S) of the *Illinois School Records Act.*

2. *By Police Officials to School Officials*

a. As provided by Section 1-7(a)(8) of the *Juvenile Court Act,* and except as limited or prohibited by any laws or administrative regulations, Police Officials will share law enforcement records with School Officials determined by the Cooperative to have a legitimate educational or safety interest that relate to the following offenses or suspected offenses (as this list may be revised pursuant to subsequent legislative amendment to the Juvenile Court Act) with respect to a minor enrolled in one of the Cooperative's Schools who has been investigated, taken into custody or arrested when Police Officials believe that there is an imminent threat of physical harm to students, school personnel, or others that will not (i) create a threat of harm to any person that outweighs the preventative benefit of sharing the information, as determined by the City, (ii) jeopardize a pending or actually and reasonably contemplated investigation, (iii) interfere with a pending or contemplated law enforcement, administrative, or judicial proceeding; (iv) create a substantial likelihood that a person would be deprived of a fair trial or impartial hearing; (v) disclose unique or specialized investigative techniques; (vi) or cause an unnecessary invasion of a person's privacy:

i. Any violation of Article 24 of the *Criminal Code* (720 ILCS 5/24 *et seq.)* (weapons);

ii. A violation of the *Illinois Controlled Substances Act* (720 ILCS 570/100, *et seq.);*

iii. A violation of the *Cannabis Control Act* (720 ILCS 550/1, *et seq.);*

iv. A forcible felony as defined in Section 2-8 of the *Criminal Code* (720 ILCS 5/2-8);

v. A violation of the *Methamphetamine Control and Community Protection Act* (720 ILCS 646/1 *et seq.);*

vi. A violation of Section 1-2 of the *Harassing and Obscene Communications Act* (720 ILCS 5/26.5};

vii. A violation of the *Hazing Act* (720 ILCS 5/12C-50); or

viii. A violation of Section 12-1, 12-2, 12-3, 12-3.05, 12-3.1, 12-3.2, 12-3.4, 12-3.5, 12-5, 12-7.3, 12-7.4, 12-7.5, 25-1, or 25-5 of the *Criminal Code* (720 ILCS 5/) (bodily harm and mob action).

b. As provided by Section 1-7(a)(8) of the *Juvenile Court Act,* and except as limited or prohibited by other laws or administrative regulations, Police Officials will share information with School Officials concerning a minor who is the subject of a current police investigation that is directly related to school safety unless Police Officials believe that sharing the information will: (i) create a threat of harm to any person that outweighs the preventative benefit of sharing the information, (ii) jeopardize a pending or actually and reasonably contemplated investigation, (iii) interfere with a pending or contemplated law enforcement, administrative, or judicial proceeding; (iv) create a substantial likelihood that a person would be deprived of a fair trial or impartial hearing; (v) disclose unique or specialized investigative techniques; (vi) or cause an unnecessary invasion of a person's privacy. Such information may only be shared orally. An investigation means an official, systemic inquiry by Police Officials into actual or suspected criminal activity.

c. Upon request, as provided by 5 ILCS 140/2.15, Police Officials will share the following arrest and criminal history information with School Officials that relate to a student enrolled in one of the Cooperative's Schools who is 18 years of age or older, unless Police Officials determine that disclosure would: (i) create a threat of harm to any person, (ii) jeopardize a pending or actually and reasonably contemplated investigation, (iii) interfere with a pending or contemplated law enforcement, administrative, or judicial proceeding; (iv) create a substantial likelihood that a person would be deprived of a fair trial or impartial hearing; (v) disclose unique or specialized investigative techniques; (vi) or cause an unnecessary invasion of a person's privacy:

i. information that identifies the student, including the name, age, address, and photograph, when and if available;

ii. information detailing any charges relating to the arrest;

iii. the time and location of the arrest;

iv. the name of the investigating or arresting law enforcement agency;

v. if the individual is incarcerated; and

vi. If the individual is incarcerated, the time and date that the individual was received into, discharged from, or transferred from the arresting agency's custody.

d. As required by Section 22-20 of the Illinois *School Code,* Police Officials shall report to the Cooperative's Principal or designee whenever a student is detained for proceedings under the *Juvenile Court Act* or for any criminal offense or any violation of a municipal or County ordinance. The report shall include the basis for the detention, the circumstances surrounding the detention, and the status of the proceedings. Police Officials shall periodically update the report as significant stages of the proceedings occur and with the disposition of the matter.

e. The information derived by the Cooperative from the juvenile law enforcement records shall be kept separate from and shall not become a part of the official school record of that minor and shall not be a public record, in accordance with Section 11.B.3 of this Agreement. The information shall be used solely by the appropriate school official or officials whom the school has determined to have a legitimate educational or safety interest to aid in the proper rehabilitation of the child and to protect the safety of students and employees in the school. If the designated law enforcement and school officials deem it to be in the best interest of the minor, the student may be referred to in-school or community-based social services if those services are available. "Rehabilitation services" may include interventions by school support personnel, evaluation for eligibility for special education, referrals to community-based agencies such as youth services, behavioral healthcare service providers, drug and alcohol prevention or treatment programs, and other interventions as deemed appropriate for the student.

f. Nothing in this Section 11.A.2 shall be interpreted to: (i) prohibit the Police Officials from sharing additional information with the Cooperative; or (ii) allow the Police Officials to withhold from the Cooperative any information or records that would otherwise be available to the Cooperative pursuant to the Freedom of Information Act or any other statute.

B. Confidentiality and Records

1. Content of Criminal Activity Information. All criminal activity information reported to the City by the Cooperative shall include the names of all involved persons, including Cooperative students and minors, except in cases where the name of the victim is protected under the *Rights of Crime Victims and Witnesses Act,* 725 ILCS 120/1, *et seq.,* as amended, or other applicable law or where disclosure of the names of involved persons is prohibited by student records confidentiality or other confidentiality law.

2. Confidentiality of Records and Criminal Activity Information. Any law enforcement and student records subject to disclosure under this Agreement shall not be disclosed or made available in any form to any person or agency other than as set forth in this Agreement or as authorized by law or court order. Police Officials and School Officials shall develop procedures to ensure such nondisclosure of criminal activity information. Such procedures shall be designed to also ensure that any criminal activity information is not available to other employees, or any persons other than as authorized by this Agreement or by law.

3. Non-Educational or School Records.

   a. School Officials shall follow State and federal laws regarding student records.

   b. All reports and records shared by Police Officials with School Officials shall be kept in a secure location and shall not be a public record. Such information shall be kept separate from and shall not become a part of the student's official school record. The information shall be used by School Officials solely to aid in the proper rehabilitation of the student and to protect the safety of students and employees in the Schools.

C. No Restriction on Authority. This Agreement shall not act to restrict either Party's authority provided under law to release of information to the other Party made in accordance with applicable law, as may be amended from time to time.

D. **Validity of Pre-Existing Reciprocal Reporting Agreement.** By entering into this Agreement, the Parties do not disturb the continuing validity of either Party's participation in the countywide agreement entitled Reciprocal Reporting Agreement Between the Sheriff of Lake County and the Chiefs of Police of Lake County and the Boards of Education of the School Districts of Lake County, executed by the various parties over a period of several years, with most signatures added from 1999-2001 ***("Prior Agreement").*** However, this Agreement controls and supersedes, in its entirety, the Prior Agreement as it relates to the relationship between the Parties.

III. ACCESS TO COOPERATIVE DIGITAL SECURITY CAMERAS

A. **Provision of Access to Digital Camera System.** Subject to any applicable licensing restrictions, the Cooperative shall provide the City with the necessary login information in order to enable the City to view real-time feed from Cooperative digital security cameras and recorded video and images of that feed. This Article applies to Cooperative cameras on the interior and exterior of Cooperative buildings at its Red Oak Campus in Highland Park at the following addresses: 754 Red Oak Lane, 760 Red Oak Lane, and 776 Red Oak Lane. This Article does not apply to any cameras on school buses. The City shall access the Cooperative's security camera system only pursuant to the terms of this Article or by subpoena or court order.

B. **Limited Viewing**

1. **Authorized Viewers and Designated Devices.** Individuals authorized on behalf of the City to view live feed and recorded video and images created by the Cooperative digital cameras shall be limited to (collectively, ***"Authorized Viewers"):***

   a. The Police Chief;

   b. Police City employees authorized by the Chief or, in the absence of the Chief, the Chiefs designee;

   c. The City's IT employees and IT contractors authorized by the Chief, or in the absence of the Chief, the Chiefs designee; and

   d. The City's municipal Emergency Dispatch Center (911) employees.

   The Authorized Viewers may log in to the Cooperative's camera software

only from designated City computers or other electronic devices meeting the Cooperative's technical specifications and approved by the Cooperative. The IP address of each City device approved by the Cooperative shall be registered in advance with the Cooperative's Chief Technology Officer. The City shall test the login from all designated devices on a quarterly basis. The Authorized Viewers may log in only under the conditions, and pursuant to the protocols, set forth in this Article.

2. **Access to Live Feed.** The City shall not permit any individual, including Authorized Viewers, to view on a routine basis the real-time video (live feed) from the Cooperative digital cameras. Authorized Viewers shall be permitted to view real-time images created by the Cooperative digital cameras *only* when:

   a. An emergency call (e.g. 911 or otherwise) is made from or regarding the Cooperative;

   b. Necessary or prudent, as determined by the City, for the City to deter or protect against an imminent and substantial threat that is likely to result in significant bodily harm or in damage to Cooperative property;

   c. Requested by the Cooperative Superintendent, School Principal, or either of their designees;

   d. Necessary or prudent for purposes of training for response to emergencies in the Cooperative buildings or for system testing, with advance notice to and written consent of the Safety and Security Coordinator; or

   e. Necessary for investigative purposes, with advance consent from the Cooperative Superintendent or Safety and Security Coordinator after review of privacy and confidentiality considerations.

   Unless Cooperative consent was given in advance for specific live feed access, the City shall promptly notify the Superintendent when the City has accessed live feed from Cooperative cameras. The notification shall include the following information about the access to the live feed: (1) date, (2) time, (3) school building, (4) cameras utilized, (5) the personnel who accessed; and (6) the reason for the access. The Cooperative also may independently audit the digital camera system login history, as available in the software.

1. **Access to Recorded Video and Images.**

   a. The City shall not permit any individual, including Authorized Viewers,

to view on a routine basis any recorded footage or images created by the Cooperative digital cameras. Authorized Viewers shall be permitted to view recorded footage or images created by the Cooperative digital cameras *only* in the circumstances listed above in Section B.2 as applicable to access to live feeds.

b. However, as distinguished from access to live feeds, the recorded video may, in some circumstances, constitute student records. Thus, the Cooperative's consent to allow City access under Section B.2c-e shall require a determination by the Cooperative that the recorded video at issue either 1) does not constitute or contain student records, or 2) may constitute student records, but nonetheless is appropriate for release due to the existence of an emergency or otherwise pursuant to the Reciprocal Reporting Agreement in place between the City and the Cooperative. If the permission to access recorded footage or images is granted by the Cooperative pursuant to the Reciprocal Reporting Agreement, the City's use of such records shall comply with the provisions of that Agreement.

Unless Cooperative consent was given in advance for access to specific recorded video or image access, the City shall promptly notify the Superintendent when the City has accessed recorded video or images from Cooperative cameras and which Authorized Viewers accessed the recorded video or images. The notification shall include the following information about the access to the recorded video: (1) date, (2) time, (3) school building, (4) cameras utilized, (5) the personnel who accessed; and (6) the reason for the access. The Cooperative also may independently audit the digital camera system login history, as available in the software.

C. Limited Download and Retention.

1. The City will not download, record, scrape, screenshot, or otherwise preserve any live feed unless it is done by the City as part of an active or reasonably contemplated law enforcement investigation pursuant to access under Section 8.2, is authorized by a court, or the City receives permission from the Cooperative.

2. If the City has authority under this Agreement to view recorded footage or images for viewing and has obtained any required advance approval for such viewing access under the above Section B.3, the City may download or record such recorded footage or images if there is an active or reasonably contemplated law enforcement investigation, authorized by a

court, or the City receives permission from the Cooperative. If the permission to download or otherwise preserve recorded footage or images is granted by the Cooperative pursuant to the Reciprocal Reporting Agreement in place between the City and the Cooperative, the City's use of such records shall comply with the provisions of that Agreement.

3. Except as may be required by law, recorded footage downloaded or otherwise preserved by the City shall not be released, displayed, or disseminated by the City to any third parties, or to any employees or agents of the City who do not have a law enforcement purpose for such access. The City shall not retain any recordings or preserved recorded footage or images beyond the retention period for documents that are part of an actual or reasonably contemplated police investigation into actual or suspected criminal activity.

D. ***Freedom of Information Act.*** If the City receives a *Freedom of Information Act* request for any images or video in its possession obtained from the Cooperative or created or derived from Cooperative digital security camera images or recordings, the City shall immediately notify the Cooperative and work in good faith with the Cooperative before responding to the *Freedom of Information Act* request to ensure legal and personal privacy of individuals is preserved to the extent allowed by law.

E. **School Student Records**

1. The images created on the Cooperative's digital cameras are created for security purposes and are therefore not routinely classified as school student records as defined by Section 2 of the *Illinois School Student Records Act,* 105 ILCS 10/2, and Section 375.10 of Title 23 of the Illinois Administrative Regulations, 23 ILADC 375.10, and as interpreted by the U.S. Department of Education under the *Family Educational Rights and Privacy Act,* 20 U.S.C. 1232g. Such images, however, may become school student records, such as if subsequently used by the Cooperative in a student disciplinary matter or for other official purposes or if otherwise downloaded or archived by the Cooperative.

2. The Cooperative shall notify the Police Chief of any recordings known by the Cooperative to be in the City's possession that have become school student records. The City shall, if requested by the Cooperative and permitted by law, erase any images the City has retained that have become school student records unless such images are part of an active or

reasonably contemplated police investigation into actual or suspected criminal activity.

3. Any images the City maintains that have become school student records must be kept strictly confidential and only disclosed:

   a. In the case of an emergency as defined in Section 375.60 of Title 23 of the Illinois Administrative Regulations, 23 ILADC 375.60;

   b. With the prior written approval of the Superintendent of the Cooperative or the Superintendent's designee; or

   c. In good faith consultation with the Superintendent of the Cooperative or the Superintendent's designee and in accordance with the *Illinois School Student Records Act.* 105 ILCS 10/6.

   d. If disclosure is required by law.

IV. OTHER TERMS AND CONDITIONS

A. **Complete Agreement.** This Agreement sets forth all the covenants, conditions, and promises between the Parties. There are no covenants, promises, agreements, conditions or understandings between the Parties, either oral or written, other than those contained in this Agreement.

B. **Relationship of the Parties.** Nothing in this Agreement shall be construed to consider any party, or its respective employees or agents, as the agents or employees of the other party. Nothing contained in or done pursuant to this Agreement shall be construed as creating a partnership, agency, joint employer, or joint venture relationship between the City and the Cooperative. No party shall become bound, with respect to third parties, by any representation, act, or omission of the other party. This Agreement is for the benefit of the Parties only and is not intended to raise or acknowledge any duty regarding conduct or other form of liability as to third parties.

C. **Term and Termination.** This Agreement shall take effect upon the execution of this Agreement and shall be in full force and effect until terminated by either Party upon sixty (60) days' advance, written notice.

D. **Amendments and Modifications.** This Agreement may be modified or amended from time to time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly signed by an authorized representative of each Party.

E. **Provisions Severable.** If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

F. **Assignment.** Neither party hereto may assign its respective rights or duties hereunder.

G. **Waiver of Breach.** If either party waives a breach of any provision of this Agreement by the other party, that waiver will not operate or be construed as a waiver of any subsequent breach by either party, nor shall it prevent either party from enforcing such provisions.

H. **Notice.** Except for the reports provided in accordance with Sections II, above, any notice or demand required under this Agreement must be in writing, personally served or sent via certified mail with return receipt requested and postage prepaid, directed to the appropriate address listed below. Either party may change the address to which notices are sent by sending written notice of such change of address to the other party as provided in this paragraph.

If to the Cooperative:
TrueNorth Educational Cooperative 804
760 Red Oak Lane, Highland Park, IL 60035
Attention: Superintendent

If to the City:
City of Highland Park
1707 St. Johns Ave., Highland Park, IL 60035
Attention: Chief of Police

I. **Governing Law:** This Agreement is made and entered into in the State of Illinois and will in all respects be interpreted, enforced and governed under the laws of this State. The language of all parts of this Agreement will in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the signatory parties.

J. **Effective Date.** This Agreement shall be deemed dated and become effective on the date the last of the Parties signs as set forth below the signature of their duly authorized representatives.

K. **Signatures.** This Agreement may be executed in one or more counterparts, and transmitted via facsimile or electronic means, each of which so executed will be deemed an original, and all of which taken together will constitute but one and the same instrument, binding on all parties.

IN WITNESS WHEREOF, the Parties hereto have executed this agreement by their proper officers duly authorized to execute the same.

City of Highland Park

By: _____

Title: _____

Date: _____

Printed Name: _____

Attest: _____

TrueNorth Educational Cooperative 804

By: Jim T- Nelson

Title: Interim Superintendent

Date: 4/8/26

Printed Name: Jim Nelson

Attest: Jason W Hummel

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Anton Galati, Police Commander

Department: Police Department

Title: A Resolution Ratifying a Grant Agreement with the Illinois Department of Commerce and Economic Opportunity for the Highland Park Uncrewed Aerial Program

Recommendation:
Staff recommends ratification of the Uniform Grant Agreement between the City of Highland Park and the State of Illinois Department of Commerce and Economic Opportunity (DCEO). The agreement establishes the terms and conditions under which the City will receive grant reimbursement to support its Uncrewed Aerial Program (Drone Program).

Policy Consideration:
In August 2025, the City submitted an application for the DCEO Grant Program to help offset costs associated with the Uncrewed Aerial Program. On May 27, 2026, the City was awarded a grant in the amount of $15,000 to support eligible program expenses.

Ratification of the agreement will allow the City to receive $15,000 in grant funding for the Uncrewed Aerial Program. These funds will help offset costs associated with the program and reduce the City's reliance on local funding sources.

Core Priorities:
Fiscal Stability - grants providing critical funding helping to offset expenses of the City.
Public Safety - this initiative is important as part of the City's public safety efforts.

Attachments:
1. HP - Resolution Ratifying Grant Agreement for Law Enforcement Drone Program

4920-9813-5733,v.1

City of Highland Park

Resolution No. _____

A Resolution Ratifying a Grant Agreement with the Illinois Department of Commerce and Economic Opportunity for the Highland Park Uncrewed Aerial Program

WHEREAS, the Illinois Department of Commerce and Economic Opportunity (***"DCEO"***) provides grant funding to eligible municipalities for programs that enhance public safety and welfare (***"Grant Program"***); and

WHEREAS, the City has been awarded a grant in the amount of $15,000.00 as a part of the Grant Program for use in connection with the Highland Park Uncrewed Aerial Program; and

WHEREAS, in order to secure the City's allocation of funding from the Grant Program, on May 27, 2026, the Mayor executed, on behalf of the City, a grant agreement with the DCEO (**"*Grant Agreement*"**); and

WHEREAS, the City Council has determined that ratifying the execution of the Grant Agreement will serve and be in the best interest of the City and its residents;

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: RATIFICATION OF GRANT AGREEMENT. The City Council hereby ratifies the execution of the Grant Agreement by the Mayor.

SECTION THREE: EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval by a majority of the members of the City Council.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.:

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Jennifer Olson, Deputy Police Chief

Department: Police Department

Title: A Resolution Approving an Intergovernmental Agreement Among the Member Agencies of the Northeastern Illinois Regional Crime Laboratory for Forensic Services

Recommendation:
Staff recommends the approval of the intergovernmental agreement with the Northeastern Illinois Regional Crime Laboratory. The NIRCL provides forensic services to its members, and is committed to providing accurate, objective and timely forensic services. The agency employs more than one dozen forensic scientists to meet its objectives.

Policy Consideration:
The City of Highland Park Police Department has been a member of the Northeastern Illinois Regional Crime Laboratory (NIRCL), formerly known as the Northern Illinois Police Crime Laboratory (NIPCL), for over 55 years. NIRCL is an intergovernmental agency providing forensic services for 63 police agencies in the Chicagoland area.

Core Priorities:

Fiscal Stability
Members of the Northeastern Regional Crime Laboratory pay a flat $3,000 annual facility fee, in addition to an annual membership fee ($45,264 in 2026). This is currently being budgeted for in the Investigations Membership Dues operating budget.

Public Safety
The agreement with NIRCL will assist public safety efforts by providing the forensic services and resources needed for the analysis and identification of physical evidence in criminal investigations.

Attachments:
1. Resolution
2. Exhibit A - NIRCL IGA

CITY OF HIGHLAND PARK

RESOLUTION NO. R_____

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT AMONG THE MEMBER AGENCIES OF THE NORTHEASTERN ILLINOIS REGIONAL CRIME LABORATORY FOR FORENSIC SERVICES

WHEREAS, the City is a member of the Northeastern Illinois Regional Crime Laboratory (***"NIRCL"***), an intergovernmental cooperative entity that provides essential forensic services to assist member agencies of the NIRCL in the investigation of criminal and quasi-criminal activity; and

WHEREAS, the City and the other members of the NIRCL desire to enter into a new intergovernmental agreement for the operation of the NIRCL (***"Agreement"***); and

WHEREAS, the City Council has determined that entering into the Agreement will serve and be in the best interests of the City and its residents;

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: APPROVAL OF AGREEMENT. The City Council hereby approves the NIRCL Agreement, in substantially the form attached to this Resolution as **Exhibit A**.

SECTION THREE: EXECUTION OF AGREEMENT. The City Manager is hereby authorized and directed to execute, on behalf of the City, the Agreement and all necessary documentation related thereto.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval by a majority of the members of the City Council.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

Nancy R. Rotering, Mayor

ATTEST:

Ghida S. Neukirch, City Clerk

EXHIBIT A

AGREEMENT

INTERGOVERNMENTAL AGREEMENT AMONG THE MEMBER AGENCIES OF THE NORTHEASTERN ILLINOIS REGIONAL CRIME LABORATORY

THIS AGREEMENT made and entered into by and among the member agencies or units of local government (hereinafter called Members) of the Northeastern Illinois Regional Crime Laboratory (hereinafter called the Crime Lab):

WITNESSETH:

WHEREAS, the Members recognize that the enforcement of laws, statutes, and ordinances and the investigation of criminal and quasi-criminal activity requires the use of certain forensic services for the analysis and identification of physical evidence; and

WHEREAS, the Members desire to utilize such forensic services and resources during the enforcement of laws, statutes, and ordinances and the investigation of criminal and quasi-criminal activity; and

WHEREAS, the Members are entering into this Intergovernmental Cooperative Agreement (the "Agreement") pursuant to Article VII, Section 10 of the Illinois Constitution of 1970; the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.); Article 5, Sections 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65 ILCS 5/1-4-6 and 5/11-1-2.1); and other applicable authority;

NOW, THEREFORE, the Members agree as follows:

SECTION 1 – PURPOSE OF AGREEMENT; RECITALS

This agreement is made in recognition of the fact that criminal investigations and other law enforcement efforts are greatly enhanced when agencies have access to the resources and the support of a specialized forensic organization. It is the purpose of this Agreement to provide the means whereby assistance is provided to the Member by the Crime Lab pursuant to the conditions of this agreement. The foregoing recitals are hereby incorporated into this Agreement as findings of the Members and the Crime Lab.

SECTION 2 – DEFINITIONS

For the purposes of this Agreement, the following terms shall be defined as set forth in this Section.

1. **Forensic Services**: Those services provided by the Crime Lab to a Member pursuant to this Agreement that pertain to the identification, and analysis of physical evidence pursuant to the investigation or prosecution of a crime.
2. **Annual Assessment**: The fee provided for by this agreement to serve as compensation to the Crime Lab to offset the cost of operation. Costs of

operation include any costs incurred by the Crime Lab in the furtherance of its operation including costs for personnel, training, facilities, fixtures, equipment, supplies, and utilities.

An annual assessment shall be levied against all Members in accordance with the duly adopted Constitution and Bylaws of the Crime Lab.

A basic requirement of continued membership under this Agreement is the timely payment of the Annual Assessment and other established fees by the Member.

SECTION 3 – TERM

The initial term of this Agreement shall be for a period commencing on the date of execution of the Agreement by the Chief Executive Officer of the Member and concluding on the Member agency's fiscal year end immediately following such date of execution.

SECTION 4 – ADMINISTRATION AND OPERATIONS

The administration and operation of the Crime Lab shall be in conformance with the precepts set forth in the Constitution and Bylaws of the Crime Lab and any Standard Operating Guidelines established under the authority of those bylaws.

SECTION 5 – SCOPE OF RESPONSE

The Crime Lab shall provide for forensic services as outlined in the current scope of accreditation for any official investigation conducted by the law enforcement department of a Member initiated within its corporate boundaries.

In addition to the Scope of Services, the Crime Lab will also aid agencies with the destruction of drugs and firearms. Such destruction will be completed with compliance the policies set by the Crime Lab.

SECTION 6 – DIRECTION OF PERSONNEL AND EQUIPMENT

The Crime Lab Executive Director shall be responsible for supervising and directing the actions of all Crime Lab personnel and for determining the use of all equipment and resources of the Crime Lab.

SECTION 7 – AUTHORITY OF CRIME LAB PERSONNEL

Each employee of the Crime Lab shall be fully authorized by the Member to perform their official duties pursuant to any official investigation conducted under the terms of this Agreement.

SECTION 8 – REIMBURSEMENT TO CRIME LAB

Members shall be responsible for paying such annual fees, facility occupation and maintenance fees, capital improvement fees, and service fees as may be established from time to time pursuant to the Constitution and Bylaws of the Northeast Illinois Regional Crime Lab.

SECTION 9 – INDEMNIFICATION

To the greatest extent permissible by law, the Crime Lab shall assume full and complete responsibility for the actions of its employees acting pursuant to this Agreement, including without limitation, insurance, indemnification and protection of such personnel.

SECTION 10 – EFFECTIVENESS; TERM

This agreement shall be in full force and effect and legally binding on the Crime Lab and the Member as of the date written below. This Agreement shall automatically renew for a period of twelve (12) months on the first day of the subsequent fiscal year of the member agency immediately following such effective date, and each first day of the subsequent fiscal year of the member agency thereafter for a like period of twelve (12) months.

SECTION 11 – AMENDMENTS

This Agreement may be amended from time to time in writing approved by resolution of the corporate authorities of each Member. Any proposed amendment shall not be effective until adopted and approved by the corporate authorities of each Member.

SECTION 12 – TERMINATION

The Member may terminate this Agreement by resolution of its corporate authorities. Certified copies of any such terminating resolution shall be filed with the Executive Director of the Crime Lab and the President of its Executive Board within thirty (30) days after its passage. In the event of termination as to one Member, this Agreement shall remain binding as to the remaining Members.

Termination shall not be effective, however, until ninety (90) days after filing of certified copies to the Executive Director and President of the Executive Board. Moreover, notwithstanding such termination, a terminating Member shall remain liable and responsible for paying all fees for services provided by the Crime Lab prior to the effective date of such termination.

Further, a terminating Member shall not be entitled to any refund or return, in whole or in part, of fees or assessments paid by such Member prior to the effective date of such termination nor shall the terminating Member be entitled to receive or hold any interest in any equipment or other assets or interests of the Crime Lab.

IN WITNESS THEREOF, this Agreement has been duly executed this _____ day of _____, _____.

For the Northeastern Illinois Regional Crime Laboratory

By: _____
NIRCL President

By: _____ _____
Chief Executive Officer of Member Agency Member Agency Name

_____
Date Fiscal Year Begins for Member Agency

June 2018

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Megan Cherry, Management Analyst
Ghida Neukirch, City Manager

Department: City Manager's Office

Title: A Resolution Initiating the Submission of a Public Question to Establish Term Limits for the Elected Offices of Mayor and Councilmember

Recommendation:

At the May 11, 2026 Committee of the Whole meeting, the majority of elected officials supported including a referendum on the November 3, 2026 General Election ballot regarding term limits. At the June 29, 2026 Committee of the Whole meeting, the Council continued discussion of the matter. The attached Resolution will be finalized to reflect the policy feedback at the Committee meeting and will be ready for formal Council vote.

The last day for the Council to adopt a resolution or ordinance to allow a referendum to appear on the November 3, 2026 ballot is August 16, 2026.

Policy Consideration:

Prior to the Regular meeting of the City Council, during the June 29, 2026 Committee of the Whole (COTW) meeting at 5:00PM, policy feedback will be requested regarding the attached draft Resolution related to term limits for the elected positions of Mayor and Councilmember. It is anticipated that the draft resolution will be updated in advance of the City Council meeting, following said policy feedback discussion at the COTW. If during the COTW meeting it is determined that the Council desires additional time to discuss the policy matter, the Resolution would be postponed to the following City Council meeting on July 13, 2026. The last day for the City to adopt a resolution or ordinance to allow a referendum to appear on the November 3, 2026 ballot is August 16, 2026.

Policy Questions to be discussed and finalized prior to formal consideration of the draft Resolution:

- What should be the length of the term?
- How many terms may an individual serve?

- Should the term limits be consecutive or cumulative?
    - Consecutive term limits would apply only to terms to which an individual is elected or appointed back-to-back. But, if the individual takes a break between terms, the limitation restarts. As an example, if the term limit is set at two consecutive terms, an individual can serve for two terms, take a break and then serve for two more terms (and on and on).
    - Cumulative term limits would limit individuals to a fixed number of terms (or years) in their lifetime, regardless of whether those terms (or years) are served consecutively or one term at a time.
- Should the term limits be the same for the office of Mayor and for the office of Councilmember?
- When should the term limits begin? (Note that under Illinois law, term limits can only be imposed prospectively.)
- Note that Illinois law requires that term limits can only apply to terms for the same office. Therefore, the office of Mayor and the office of Councilmember must be considered separately when calculating term limits.

Role of Elected Officials/City Pertaining to a Referendum

- Once a referendum is scheduled to appear on a ballot, City officials and staff may only provide neutral, factual information about the referendum. They cannot use public resources to campaign, take official actions that advocate before or against, or pressure the public pertaining to the referendum.
- Elected officials may discuss the referendum in their personal capacity, expressing support or opposition; however, they must make clear they are speaking as individuals and not on behalf of, or as representatives of, the City.
- Elected officials and staff may answer questions with factual, neutral information.
- No City resources may be used to advocate for a position on the referendum.
- Campaigning during official City meetings is prohibited.
- If the public has questions regarding the referendum, they are encouraged to contact the City Manager's Office. Responses to public questions are provided with objective, non-persuasive answers.

Background

City staff originally presented information regarding term limits to the City Council at the May 11, 2026 meeting of the Committee of the Whole. Staff noted that term limits, if approved, cannot be retroactive per Illinois law; they can only be prospective. Additionally, term limits would only apply to elected officials of the City of Highland Park, not other offices in other governmental bodies, such as the Park District or School Districts.

At the Committee of the Whole meeting on May 11, 2026, the Councilmembers expressed a variety of views and opinions concerning term limits, including:

- The importance of voter choice, and that elections are the most direct form of term limits

- How term limits allow for new, fresh voices that can improve governance
- That voters will determine whether or not they want term limits by voting on the referendum
- The imposition of term limits on members of the City's various advisory groups, boards and commissions
- Whether the term limits should be cumulative or consecutive
- The preference of having the referendum on the November 2026 ballot
- The value of having a deep bench
- The potential for officials to become "lame ducks" as they reach the end of their term limit
- The loss of institutional knowledge if term limits are implemented
- How Highland Park is being proactive by implementing term limits
- The importance of effective transition planning
- The growing support of term limits by the public
- How running against an incumbent can feel insurmountable
- How term limits help with inclusion, allowing for a more diverse body
- How officials that are nearing the end of their term can focus on mentoring and supporting the next generation of leaders
- The ways that staff carry institutional knowledge forward

City staff conducted a municipal survey to inform the Council's discussion of term limits. Of the fifteen communities that responded to the survey, four have term limits. They are as follows:

Skokie

Skokie recently enacted term limits. The Skokie Village Board voted to place a referendum on the ballot asking residents if they wanted term limits for the Mayor, Trustee and Clerk positions. Voters approved the term limits during the November 5, 2024 General Election. The term limits are as follows:

- Mayor
    - Four-year term
    - Beginning with the 2025 consolidated election, the Mayor may not hold office for more than three (3) terms total.
- Village Clerk
    - Four-year term
    - Beginning with the 2025 consolidated election, the Clerk may not hold office for more than three (3) terms total.
- At-Large Trustees
    - Four-year term
    - Beginning with the 2025 consolidated election, at-Large Trustees may not hold office for more than three (3) years total.
- District Trustees
    - Two-year term for the first term in 2025, then a four-year term starting in 2027.
    - Term limits begin with the first four-year term.
    - District Trustees are limited to three (3) terms.

    - Term limits for District Trustees start later because Skokie changed its election schedule so that not all positions are up for election at the same time.

As required by Illinois law, Skokie's term limits apply separately to each office. For example, someone who served three terms as a Trustee could still run for Clerk or Mayor.

Des Plaines
The number of terms of office of each elected city official is limited to no more than two (2) four-year terms of office, whether consecutive or not. Term limits were first implemented in 2003, and most recently amended by Council-initiated referendum in 2023.

Lake Forest
The Mayor may serve two (2) two-year terms, and alderman may serve three (3) two-year terms.

Wilmette
The term limits are as follows:

- Village President
    - Four-year term
    - No person shall be elected to the office of President for more than two full four-year terms.
    - A person can be elected to a third full four-year term if that person was previously elected and served less than 25 months for at least one of that person's previously elected full four-year terms.
    - No person who has been elected and served more than 25 months of an unexpired term shall be elected to the office of President for more than one full four-year term.
    - Any person who has been appointed to or acted as President for less than 25 months may be elected to two full four-year terms.
- Trustee
    - Four-year term
    - No more than three shall be elected to full terms at any one election.
    - No person shall be elected to the office of Trustee for more than two full four-year terms.
    - A person can be elected to a third full four-year term if that person was previously elected and served less than 25 months for at least one of the person's previously elected full four-year terms.
    - No person who has been elected and served for more than 25 months of an unexpired term shall be elected to the office of Trustee for more than one full four-year term.
    - Any person who has been appointed to or acted as Trustee for less than 25 months may be elected to two full four-year terms.

Core Priorities:

Attachments:

1. HP - Resolution Inititating Term Limit Referendum

City of Highland Park

Resolution No. _____

A Resolution Initiating the Submission of a Public Question to Establish Term Limits for the Elected Offices of Mayor and Councilmember

WHEREAS, the elected offices of Mayor and Councilmember are not currently subject to term limits; and

WHEREAS, pursuant to Article VII, Section 6(f) of the Illinois Constitution and Section 3.1-10-17 of the Illinois Municipal Code, 65 ILCS 5/3.1-10-17, the City is authorized to establish term limits for any elected office as approved by referendum, provided that such term limits apply prospectively and only to terms for the same office; and

WHEREAS, the City Council has determined that it will serve and be in the best interest of the City and its residents to submit a binding public question to the City electorate concerning whether the City should establish term limits for the elected offices of Mayor and Councilmember for no more than [NUMBER OF TOTAL TERMS] [CUMULATIVE OR CONSECUTIVE] [LENGTH OF TERM]-year terms, for each elected office respectively;

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: PUBLIC QUESTION ON ESTABLISHING TERM LIMITS FOR MAYOR AND COUNCILMEMBERS. The following public question shall be submitted to the voters of the City of Highland Park at the general election to be held on November 3, 2026:

Shall the City of Highland Park, beginning with the terms of office that commence at the April [2027] consolidated election and for each election thereafter, limit the terms of the office of Mayor and of the office of Councilmember so that no person shall be eligible to hold that respective office if that person has been previously elected to [MAXIMUM NUMBER OF TERMS] full four-year terms for that office, whether or not those terms were served consecutively, or if holding that office would cause that person to serve in that office for more than a combined total of ten years?	YES ____	NO ____

SECTION THREE: FILING. The City Clerk is hereby authorized and directed to certify and file this Resolution and other related matters with the appropriate election officials in accordance with applicable law.

SECTION FOUR: EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

[SIGNATURE PAGE FOLLOWS]

DRAFT

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida Neukirch, City Clerk

DRAFT

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Patrick Hoffmann, Planner II

Department: Community Development Department

Title: Consideration of a Special Use Permit in the Nature of a Preliminary and Final Planned Development with Modifications from City Code; and a Plat of Re-Subdivision, with Variances from City Code (147 Central Ave.)

Recommendation:
Staff recommend consideration of the Plan and Design Commission's ("**PDC**") recommendation to approve, and the Historic Preservation Commission ("**HPC**") recommendation to deny a Final Planned Development ("**PUD**"), with no relief, and Plat of Re-Subdivision with one requested subdivision variation as well as meeting the standard and specific conditions.

Policy Consideration:



Summary:

- On May 27, 2026 the City Council continued this item to its June 29, 2026 meeting per the applicant's request.
- Proposed Development: Subdivide one buildable lot into two independent legal lots of record.
- Subject Property: 147 Central Avenue The Petitioner / Property Owner: Greg Moyer / Atied Associates, LLC and Gale Rothner, as trustee, Greg Moyer authorized representative.
- The Subject Property is a Local Landmark. The entire property at 147 Central Avenue is

Regulated pursuant to Chapter 24 – Historic Preservation of the City Code.

- The proposal triggers a Planned Development consideration per Chapter 150 (Zoning Code), and a subdivision per Chapter 151 (Subdivision Code).

Background.
The applicant proposes the subdivision of a Landmarked property into two lots of legal record with subdivision variations and no modifications from the Zoning Code. A Public Benefit is ***not*** required. Unlike most Planned Developments, this consideration necessitated a recommendation from the Historic Preservation Commission because the property is a Local Landmark pursuant to Sec. 150.520(C)[1] site planning constraints and design standards for Planned Developments. The proposed Planned Development does not include a proposal for a new home at this time, or any other development on the proposed Lot 2. When a new home is proposed, it will require an amendment to the Planned Development (if approved here) pursuant to Sec. 150.545(A)(1)(c).

The subdivision of Landmark properties does not affect its landmarked status. The proposed Lot 2 will continue to be regulated[2] by the City's Historic Preservation Code, Chapter 24. Therefore, any Regulated Activity[3], the construction of a new home for example, would require a Certificate of Appropriateness per the Standards for new construction found in Sec. 24.030(C).

Although not part of this Council consideration, the applicant also requested the Removal of Landmark designation from the proposed Lot 2. The Historic Preservation Commission unanimously did not recommend Landmark Removal. Unlike decisions related to Certificates of Appropriateness, which can be appealed per Sec. 24.030(I)(5) to the City Council, the Historic Preservation Commission's decision not to recommend removal of a Landmark designation is final.

Attachments include Commission findings of fact and minutes of their consideration. Applicant's materials can be found in **Attachments 1, 2, and 3**. The applicant submitted their amended proposed Plat of Subdivision based on PDC's recommendation attached as **Attachment 3 Revised RESUB 051526**. Staff has not reviewed this document at the time of writing this staff report.

[1] *Historic Resources.* The Planned Development shall preserve all (1) locally designated landmarks, and (2) properties, structures, areas, objects, and landscapes determined to be historically significant by the Historic Preservation Commission in accordance with Chapters 24 or 170 of the Code.

[2] "Regulated Structure" is defined in Sec. 24.005 of Code as "Any property, structure, area, object, or landscape of significance that is subject to the provisions of this Chapter or the provisions of Section 170.040 of the building code because it (a) is a landmark, (b) is located within a historic district, (c) has been recommended by the commission for preliminary landmark designation pursuant to Section 24.025(A) of this Chapter, or (d) is located within an area that has been recommended by the commission for historic district designation pursuant to Section

24.026(A) of this Chapter"

[3] "Regulated Activity" is defined in Sec. 24.005 of Code as "Any act or process involving the erection, construction, reconstruction, rehabilitation, repair, relocation, alteration, or demolition of a regulated structure."

Commission Consideration:

Plan & Design Commission Recommendation

Application was considered by the PDC at a public hearing[1] on January 6, 2026, April 21, 2026, and May 5, 2026. Please follow the link for the previous meeting videos and materials and see **Attachment 4** for Findings of Fact. Public Comment submitted to the PDC can be found as **Attachment 5**.

On May 5, 2026, the PDC considered the application and the Historic Preservation Commission's recommendation to deny, and voted 3-2[2] to recommend approval with the following conditions:

1. That there be a 30 ft. side yard setback and then a 25 ft. side yard setback towards the rear of the property, preservation of the gatepost, wrought iron fence, and heritage trees.
2. Any new structure on the proposed vacant lot cannot exceed the relative height of the Cornelius Field House or the underlying zoning requirements for height, whichever is more restrictive; and
3. Prohibit additional zoning relief related to the proposed vacant lot.
4. Staff recommend that the inclusion of standard conditions[3] and that the front yard setback of any new structure be aligned with the Cornelius Field House.

Staff Recommended Conditions.

- Staff recommends that the Council consider explicitly making the building lines[4] a condition of approval, if any. The PDC's motion did not explicitly state that the front yard setback of Lot 2 be aligned with the Cornelius Field House on Lot 1 as a condition of approval.
- Important: A Certificate of Appropriateness from the HPC for new construction on Lot 2 and alterations to Lot 1 will be required prior as part of the Planned Development consideration. To ensure regulatory coordination, the staff recommend the Applicant apply for a Certificate of Appropriateness prior to the Plan and Design Commission making a recommendation to the City Council.

Historic Preservation Commission Recommendation.
On January 8, 2026, March 12, 2026, and April 15, 2026 Special Meeting, the HPC considered the proposal and its findings in light of the Planned Development standard that necessitated a recommendation from the Historic Preservation Commission's review:

"The subdivision of the lot would significantly impact the historical significance of the property at 147 Central Avenue based on the historic fence, columns that make-up the gate, relocation of the new driveway and its impact on the curb appeal, and the growing density of the lot."

- The HPC recommends denial of the proposed Planned Development on the basis that the proposed plan will irreversibly alter the property's historic site setting.
- The HPC further emphasizes that the open space on the property contributes to the estate setting of the Cornelius Field Property, and is an integral part of the historic resource. The HPC finds that allowing the construction of any structure on Lot 2 will create more density and detract from the property's historic significance.

- Although the HPC recommended denial, a subsidiary recommendation addressed conditions should the Planned Development be approved. In that regard, the HPC further recommends the following conditions:

    1. That the Plan and Design Commission require an 80 ft. side yard setback on the west side of the proposed Lot 2.

    2. That any new structure on the proposed Lot 2 not exceed the height of the Cornelius Field House.

    3. That the Plan and Design Commission require the preservation of the gateposts, the wrought-iron fence, the heritage trees, and use of the driveway in its existing location with no additional driveway as conditions of approval.

    4. Prohibit additional zoning relief related to Lot 2.

For full detail of this landmark property and the HPC's findings, recommendation and minutes please see **Attachments 6 and 7** along with their Exhibits**.**

[1] A notice sign was placed on the Subject Property and property owners within 400' of the subject property were noticed by certified US Mail, as required by the City Council for a Planned Development public hearing.

[2] Commissioners Mantis and Ihnchak voting no.

[3] Standard Conditions of approval:

A. The Applicant must secure the necessary approvals from all public utility companies, provide easement statements, and locate all existing easements on the Final Plat, prior to recordation;

B. The Applicant must secure the signatures of the City Engineer and the County Clerk on the Final Plat, prior to its recordation;

C. The Final Plat must include all certificates, signatures, and seals as required by Section 151.005(A)(12) of the City Code;

D. The Final Plat must identify monuments for all corners of the proposed lots; and

E. The Final Plat must be tied into the state plane coordinate system.

[4] Building lines prohibits new structures from encroaching beyond them. Building lines are denoted on the proposed Plat of Subdivision and referenced in the PDC motion. Existing structures are allowed to remain.

Requested Relief:

- The proposed subdivision into the proposed Lots 1 and 2 requires a variation to the lot shape requirement, Section 151.004(A)(1), for creating a lot with more than 4 sides.
    - Lot 1 will have roughly 6 sides and Lot 2 will have roughly 4 sides, however the lots follow the shape of the ravine creating non-rectangular lots that do not meet at right angles. The existing lot has more than 4 sides.

Other comments:

- The applicant has indicated the desire to introduce a driveway entrance that will remove at least one of the Street trees along Central Ave. and may jeopardize additional trees within the Right of Way. Please see staff comments for further information on tree removal.
- The HPC strongly objects to the creation of a new driveway because it would disrupt the continuity of the historic wrought-iron fence on the site. See full HPC recommendation and findings in **Attachment 6.**
- Community Development staff recommended considering the use the existing driveway as a shared driveway in order to maintain the existing street trees and fence etc.
- There is an existing walkway that will cross over the lot line necessitating a variation request or must be removed prior to the creation of the subdivision.
    - The applicant has stated the walkway will be removed.

- Applicant has not specified whether they plan on burying utilities lines as required per Section 151.008(B)(7).

Subdivision Review.

Section 151.004 Minimum Design Standards			
Standard	***Requirement***	***Proposed***	***N***
lot shape	4 sides	Over 4	**Sub.**
lot depth	125'	~320	co
zoning density	LFOZ 40,000 sq. ft.	89,204 SF & 89,312 SF	co
zoning width	LFOZ 100'	162' & 180'	co
creation of nonconformities	none allowed	sidewalk	**Conditio**
tableland	20% or more	complies	co
frontage on a public street	frontage required	Central & Park	co
established property width average	average width of block	121'	co
streets and alleys and pedesterian ways	ROW dedication not required		co
other public access use areas and facilities	no comments from PW		co
utility and drainage easements	new lots proposed	easements proposed	n
lot-in-depth standards	not applicable	not applicable	n
Other Review Notes:			
flood plain	none	no flood plain on property	n
required infrastructure improvements	none		n

Subdivision Standards for Variations: Sec. 151.009. – Variations and Exceptions:

> **"**Variations from these regulations shall not be granted as a right. However, the Plan Commission may recommend and the City Council may grant variations from the regulations contained in this Subdivision Code in specific cases, which do not affect the general plan or the spirit of the Subdivision Code. Such recommendations shall be communicated to the City Council in writing."

The Applicant request a variation to Section 151.004(A)(1):

- The Applicant's proposal is compliant with the R4 and LFOZ bulk requirements. However, the proposed Lot 1, containing the existing home, will have roughly 6 sides exceeding the allowed 4 sides per the Subdivision Code therefore requiring a variation request. The proposed Lot 2 will have roughly 4 sides, however due to the steep slope zone the lot will not have 4 flat sides requiring a variation request. [1]

- Additionally, there is an existing sidewalk that crosses the proposed shared lot line that the applicant has stated they will remove.

Planned Development Review:
The proposed development does not require any modifications, but triggers a Historic Preservation recommendation.

- The proposal creates an additional lot, but does not depict a home be constructed at this time. Per Section 150.545(A)(1)(c) any future home will require an amendment to the PUD for any increase by more than one percent in Floor Area or building square footage.

- Note that the Historic Preservation Commission's recommendation is not consistent with the Plan and Design Commission's findings regarding Sec. 150.520(C) – **see Attachments 6** for details on HPC recommendation.

[1] "Lot shapes. Every lot shall have four sides. Exceptions may be approved when the applicant demonstrates that a four-sided lot is not feasible because of peculiar topographical conditions, abutting lots of record or abutting parcels, or pre-existing buildings not owned directly or indirectly by the applicant. A lot of other than four sides will not be approved if it appears that such lot has been so formed solely to comply with the minimum area, depth and width requirements of the Zoning Ordinance. As nearly as practicable, intersecting lot lines shall form right angles with each other."

Public Benefit.

- No Section 150 (Zoning Code) modifications are required for this proposal, therefore no Public Benefit is required.
    - However, the applicant has voluntarily offered a $2,500 donation to the City to help promote historic preservation in Highland Park[1].

City Staff & Outside Agency Review:

The following is a summary of comments from City staff, utility, and other governmental agencies:

1. CD-Planning Div. Comments:
    1. Consider the use the existing driveway as a shared driveway in order to maintain the existing street trees. Moreover, please see Historic Preservation concerns related to this property and the off-site elements considered Historic Resources by the HPC (**see Attachment 6**).

    2. See **Attachment 8** for a full zoning review of the proposed lots. Please note, the proposed lots meet Chapter 150 requirements.

2. Public Works Dept.
    1. Engineering Comments: Please see **Attachment 10**.

    2. Forestry:

        1. Should this PUD be approved, and the application proceed to the permitting phase of development, the applicant will be required to submit a TREE permit alongside the construction of the new driveway. As part of that application, Forestry staff will review and administer any fees/mitigation planting as required by Chapter 94 of Highland Park City Code. The applicant will also need to provide a comprehensive Tree Preservation Plan to outline what measures will be taken to prevent unnecessary damage to Protected, Key, and Heritage trees.

        2. Forestry staff will be looking for this plan to address how the applicant will be installing the new curb cut and driveway; while minimizing impacts to other trees in the vicinity. This includes private trees (#12, 13, & 35), Heritage tree (#8), as well as public-owned parkway trees along Central Ave. In particular, the proposed driveway apron is within the critical root zone of trees 154 & 152. This will need to be addressed as part of the preservation plan, or the trees should be included in the proposed removals; as their condition is likely to decline with significant excavation in the area.

3. Utilities North Shore Gas, Comcast, AT&T, and COMED: No Comment.

4. Lake County Storm Water Management Commission:

    1. The topo exhibit identifies wetlands/waters, but the source of this information is not cited. It is unclear whether these boundaries are based on an on-site delineation performed by (or under the supervision of) a Lake County Certified Wetland Specialist (CWS) as required by Watershed Development Ordinance (WDO) §1000. Please provide a copy of the wetland report by a CWS documenting the wetland/ravine boundary shown on the plat for our file records – if such is available.

2. Subdivision constitutes “development” under WDO §300 and therefore requires a Watershed Development Permit, with the City of Highland Park as the permitting authority and SMC reviewing wetland compliance. The proposed plat shows wetlands but does not reflect the associated buffers or restrictions to ensure long-term protection. These elements must be clearly defined.

    1. A Letter of No Wetland Impact (LONI) may be submitted in lieu of a full wetland report to confirm that buffer areas adequately protect onsite and adjacent aquatic resources. SMC estimates drainage areas of less than 5 acres for the north ravine and greater than 20 acres for the east ravine.

    2. The applicant should provide draft restrictive language for the wetland and buffer areas for SMC review. SMC can provide example language upon request.

100. SMC will need to review future development plans for the new lot (and any modifications affecting the existing lot near the wetland) to evaluate potential wetland impacts. If construction limits are clearly outside the wetland, SMC can issue a Letter of No Impact (LONI), if required by the City per WDO §1003.

Comments from City entities and outside agencies are only with regard to the proposed subdivision. Construction of any structure, such as a new home, must comply with all relevant local, county, state, and federal requirements.

[1] Staff note that the cost of a Historic Resource Survey is about $27,000 - $50,000 depending on the geographic area involved. It costs $60-$70 to survey each historic property included in the survey area.

Public Comment:
Please see additional public comments in **Attachment 11**.

Core Priorities:
Economic Development & Vibrancy. Development supports the overall tax base, produces potential new housing, and contributes to vibrancy by attracting people to the community.

Attachments:
1. Attachment 1 - Narrative
2. Attachment 2 - Topographic Survey
3. Attachment 3 - Proposed Plat of Subdivision from May 5 PDC
4. Attachment 3 - Revised RESUB 051526
5. Attachment 4 - PUD Findings of Fact - 147 Central Ave
6. Attachment 5 - Public Comment for PDC
7. Attachment 6 - HPC Written Report and Findings

8. Attachment 6 Exhibit 1 - 1.8.26 HPC Meeting Minutes
9. Attachment 6 Exhibit 2 - 3.12.26 HPC Meeting Minutes
10. Attachment 6 Exhibit 3 - 4.15.26 HPC Meeting Minutes
11. Attachment 6 Exhibit 4 - 1.8.26 Public Comment Submitted to HPC
12. Attachment 6 Exhibit 5 - 2.12.26 Public Comment Submitted to HPC
13. Attachment 7 - 147 Central Staff Determination (HPC)
14. Attachment 7 Exhibit A - Ordinance Approving Landmark 147 Central
15. Attachment 7 Exhibit B - 1982 National Register Nomination
16. Attachment 7 Exhibit C - 1985 Landmark Nomination
17. Attachment 7 Exhibit D - 1985 Owner Consents to Landmark Property
18. Attachment 7 Exhibit E - 1985 HPC Resolution
19. Attachment 7 Exhibit F - 1985 RFCA
20. Attachment 7 Exhibit G - 1986 HPC COA for Coach House
21. Attachment 7 Exhibit H - 2011 HPC COA for Cottage and Landscape
22. Attachment 8 - Zoning Review
23. Attachment 9 - Lake County Assessor's Office Sketch Plan
24. Attachment 10 - Engineering Comments
25. Attachment 11 - Public Comment CC

Ravine Park Subdivision

Applicant: Greg Moyer
1550 Hawthorne Lane, Highland Park, IL 60035
(773) 230-1081
gmoyer@moyerproperties.com

LOCATION OF PROPERTY

147 Central is a single-family home located in east Highland Park.

STATEMENT OF OWNERSHIP

The title holder is the fee simple owner of the property.

ZONING STATEMENT

147 Central is located in the R-4 LFOZ zoning district. The properties to the east, north south and west are also located in R-4 LFOZ zoning district.

STATEMENT OF OBJECTIVES

147 Central is also known as the Field House. 147 Central is a substantial property situated adjacent to a ravine, encompassing more than four acres of land. It was the home of Highland Park's second mayor, Cornelius Field, and is believed to be the oldest residence in Highland Park. In addition to being mayor, Cornelius Field was a director of the Highland Park Building Company, and he built this home for himself in 1875. In 1985, the existing home was designated as landmark by the City of Highland Park. In the landmark application, the stated reason for the landmarking was due to the "eastern section Gothic Cottage, abutting it on the west is two story wing – second story contained within Mansard roof". The property has been altered over the years, and it has been vacant for over 5 years. The current owners have been marketing the unsubdivided home and property for sale, without success, for over a year.

In order to preserve the existing landmarked home, the applicant desires to subdivide the property into two very large lots. One containing the historic landmarked home and the second, the non-historical/landmark vacant area. This subdivision will allow the owner to properly market the home to allow a buyer the ability to purchase the landmark home while embracing the historical significance at a fair price. The two lots created by this subdivision are both very large and double the minimum lot size for R-4 LFOZ, however, each will contain more than four (4) sides. Due to the ravine location, it is impossible to create two lots with only four sides at this location. Thus, to subdivide, one variation is required to allow lots of more than 4 sides.

Pursuant to the Subdivision Code, the Plan and Design Commission may recommend, and the City Council may grant variations so long as the variation does not affect the general plan or the spirit of the Subdivision Code (Section 151.009). The intent

and purpose of the regulation set forth in the Subdivision Code is, in part, to protect neighborhood character and to provide quality neighborhoods by requiring minimum lot widths, depths and areas (Section 151.002(D)). In this case, the existing lot contains more than 4 sides, as will the newly created lots. It is important to note that many homes in this area, including 147 Central, have more than 4 sides, as these lots meander around the ravine.

The newly subdivided lots comport well with the neighborhood and preserve the neighborhood character. The existing landmarked home will remain untouched and preserved for generations to come. Furthermore, the newly created lots comply with the regulations by meeting the minimum lot width, depth and area in the zoning district. Thus, the application herein meets the standards for a variation set forth in the Subdivision Code and but for the one issue, no variation will be required or needed. In sum, the proposed subdivided lots do not affect the general plan and are consistent with the spirit of the Subdivision Code. Thank you for considering this application.

STATEMENT OF MODIFICATION OF ZONING DISTRICT STANDARDS.

To create lots that contain more than four (4) sides.

OPEN SPACE STATEMENT

The proposed development will have an excess of open space.

WAIVERS

The applicant hereby requests, pursuant to Section 150.525(E) of the Code, that the Director waive the submission of the following:

1. Fiscal Impact Study
2. Market Study.

STATEMENT OF PUBLIC BENEFIT

The applicant will make a donation in the amount of $2,500 to the City to help promote historical preservation in Highland Park

AFFORDABLE HOUSING STATEMENT

n/a.

SUMMARY

As set forth above, the proposal is consistent with the City's Master Plan. The proposed project will satisfy all of the required standards of the Code, including but not limited to the following:

- The planned development will not be detrimental to or endanger the public health, safety, morals, comfort and general welfare of the community.
- Its location will be in harmony and consistent with the orderly development of the zoning district.
- It will have no adverse impact on other property in the immediate vicinity nor will diminish or impair the value of the neighboring property.
- Adequate utilities, driveways, drainage and other necessary facilities will be provided.
- Finally, a genuine public benefit is provided so that the entire community can enjoy this project.

We respectfully request that you consider this proposal.

December 10, 2025

CITY OF HIGHLAND PARK
Subdivision Application
Letter of Situation
Dated: October 7, 2025

RE: 147 Central Avenue Subdivision in Highland Park

TO: Plan Commission and City Council

147 Central is also known as the Field House. 147 Central is a substantial property situated adjacent to a ravine, encompassing more than four acres of land. It was the home of Highland Park's second mayor, Cornelius Field, and is believed to be the oldest residence in Highland Park. In addition to being mayor, Cornelius Field was a director of the Highland Park Building Company, and he built this home for himself in 1875. In 1985, the existing home was designated as landmark by the City of Highland Park. In the landmark application, the stated reason for the landmarking was due to the "eastern section Gothic Cottage, abutting it on the west is two story wing – second story contained within Mansard roof". The property has been altered over the years, and it has been vacant for over 5 years. The current owners have been marketing the unsubdivided home and property for sale, without success, for over a year.

In order to preserve the existing landmarked home, the applicant desires to subdivide the property into two very large lots. One containing the historic landmarked home and the second, the non-historical/landmark vacant area. This subdivision will allow the owner to properly market the home to allow a buyer the ability to purchase the landmark home while embracing the historical significance at a fair price. The two lots created by this subdivision are both very large and double the minimum lot size for R-4 LFOZ, however, each will contain more than four (4) sides. Due to the ravine location, it is impossible to create two lots with only four sides at this location. Thus, to subdivide, one variation is required to allow lots of more than 4 sides.

Pursuant to the Subdivision Code, the Plan and Design Commission may recommend, and the City Council may grant variations so long as the variation does not affect the general plan or the spirit of the Subdivision Code (Section 151.009). The intent and purpose of the regulation set forth in the Subdivision Code is, in part, to protect neighborhood character and to provide quality neighborhoods by requiring minimum lot widths, depths and areas (Section 151.002(D)). In this case, the existing lot contains more than 4 sides, as will the newly created lots. It is important to note that many homes in this area, including 147 Central, have more than 4 sides, as these lots meander around the ravine.

The newly subdivided lots comport well with the neighborhood and preserve the neighborhood character. The existing landmarked home will remain untouched and preserved for generations to come. Furthermore, the newly created lots comply with the regulations by meeting the minimum lot width, depth and area in the zoning district. Thus, the application herein meets the standards for a variation set forth in the Subdivision Code and but for the one issue, no variation will be required or needed. In sum, the proposed subdivided lots do not affect the general plan and are consistent with the spirit of the Subdivision Code. Thank you for considering this application.

PLAT OF SURVEY

OF

LOT 4 IN BLOCK 26 IN HIGHLAND PARK; BEING A SUBDIVISION OF FRACTIONAL SECTIONS 23 AND 24 AND PART OF FRACTIONAL SECTION 14, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 7, 1869 IN BOOK "A" OF PLATS, PAGE 2, IN LAKE COUNTY, ILLINOIS.

THE PREMISES COMMONLY KNOWN AS:
147 CENTRAL AVENUE, HIGHLAND PARK, IL
PARCEL AREA = 178,536 S.F.
(4.10 ACRES)
PIN: 16-23-210-002

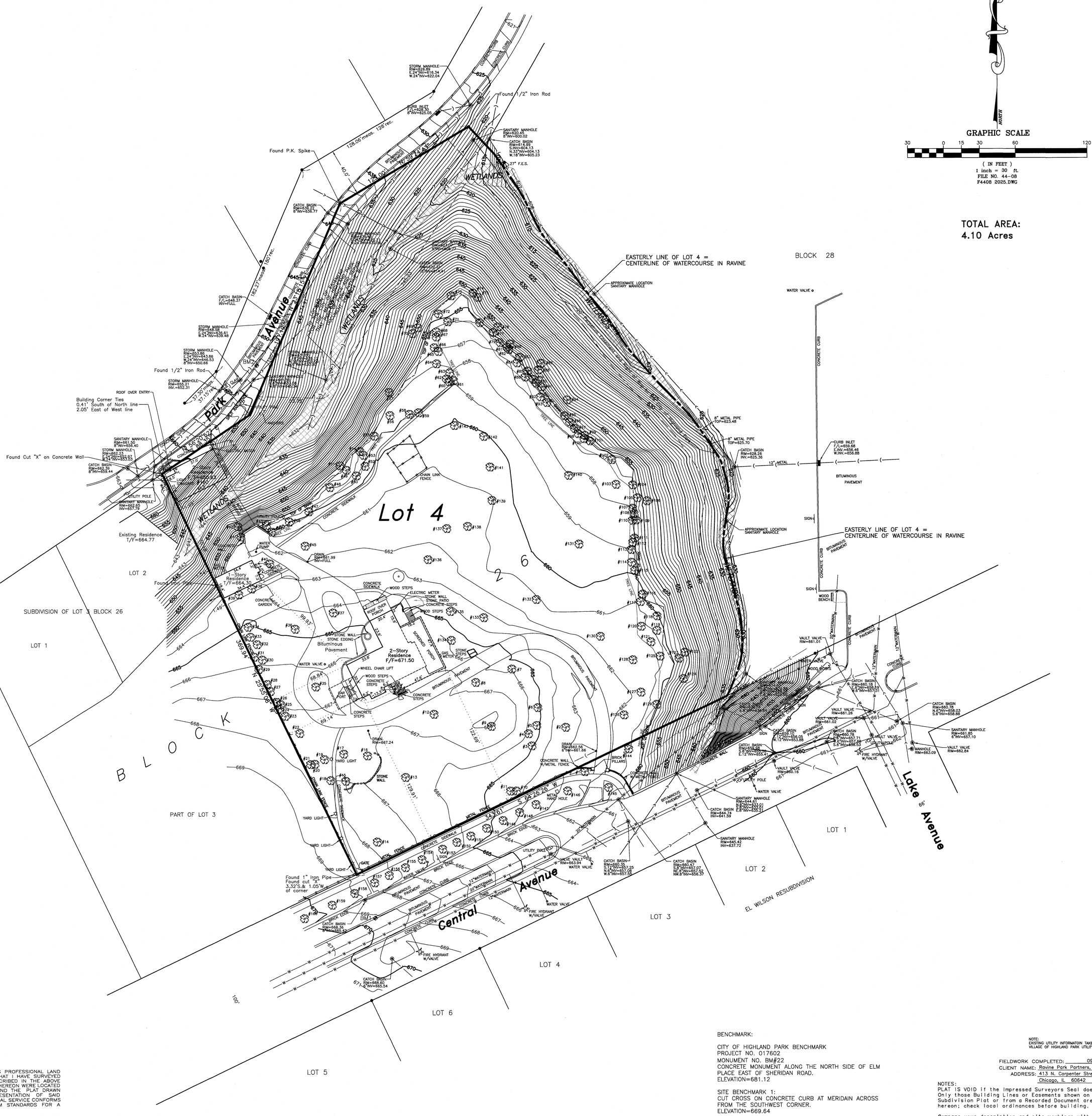
NORTH

GRAPHIC SCALE

30 0 15 30 60 120

(IN FEET)
1 inch = 30 ft.
FILE NO. 44-08
F4408 2025.DWG

TOTAL AREA:
4.10 Acres



BENCHMARK:

CITY OF HIGHLAND PARK BENCHMARK
PROJECT NO. 017602
MONUMENT NO. BM#22
CONCRETE MONUMENT ALONG THE NORTH SIDE OF ELM PLACE EAST OF SHERIDAN ROAD.
ELEVATION=681.12

SITE BENCHMARK 1:
CUT CROSS ON CONCRETE CURB AT MERIDAIN ACROSS FROM THE SOUTHWEST CORNER.
ELEVATION=669.64

SITE BENCHMARK 2:
CUT CROSS ON CONCRETE SIDEWALK ALONG PARK AVENUE.
ELEVATION=652.65

NOTE:
EXISTING UTILITY INFORMATOIN TAKEN FROM VILLAGE OF HIGHLAND PARK UTILITY MAPS.

FIELDWORK COMPLETED: 09-24-2025
CLIENT NAME: Ravine Park Partners, LLC
ADDRESS: 413 N. Carpenter Street, Suite 1E
Chicago, IL 60642

NOTES:
PLAT IS VOID if the Impressed Surveyors Seal does not appear. Only those Building Lines or Easements shown on a Recorded Subdivision Plat or from a Recorded Document are shown hereon; check local ordinances before building.

Compare your description and site markings with this plat AT ONCE report any discrepancies which you may find.

STATE OF ILLINOIS
COUNTY OF LAKE S.S.

I, BRYAN J. LEE, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED AND STAKED THE LAND AS DESCRIBED IN THE ABOVE CAPTION, ANY STRUCTURES SHOWN HEREON WERE LOCATED BY ME OR UNDER MY DIRECTION AND THE PLAT DRAWN HEREON IS A CORRECT REPRESENTATION OF SAID SURVEY AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED AT GRAYSLAKE, ILLINOIS THIS 12TH DAY OF JUNE, A.D. 20 08.

ILLINOIS PROFESSIONAL LAND SURVEYOR 35-3616
MY LICENSE EXPIRES 11-30-26
PROFESSIONAL DESIGN FIRM NO. 184-002732

ADD ADDITIONAL TREES 09-26-2025 B.J.L.
UPDATE TREE TAG #'S 09-09-2025 B.J.L.
SURVEY UPDATED 11-12-09 B.J.L.

R.E. ALLEN AND ASSOCIATES, LTD.
PROFESSIONAL LAND SURVEYORS
1015 N. CORPORATE CIRCLE, SUITE C
GRAYSLAKE, ILLINOIS 60030
PHONE: 847-223-0914 FAX: 847-223-0980

PRELIMINARY PLAT

RAVINE PARK SUBDIVISION

BEING A RESUBDIVISION

of

LOT 4 IN BLOCK 26 IN HIGHLAND PARK; BEING A SUBDIVISION OF FRACTIONAL SECTIONS 23 AND 24 AND PART OF FRACTIONAL SECTION 14, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 7, 1869 IN BOOK "A" OF PLATS, PAGE 2, IN LAKE COUNTY, ILLINOIS.

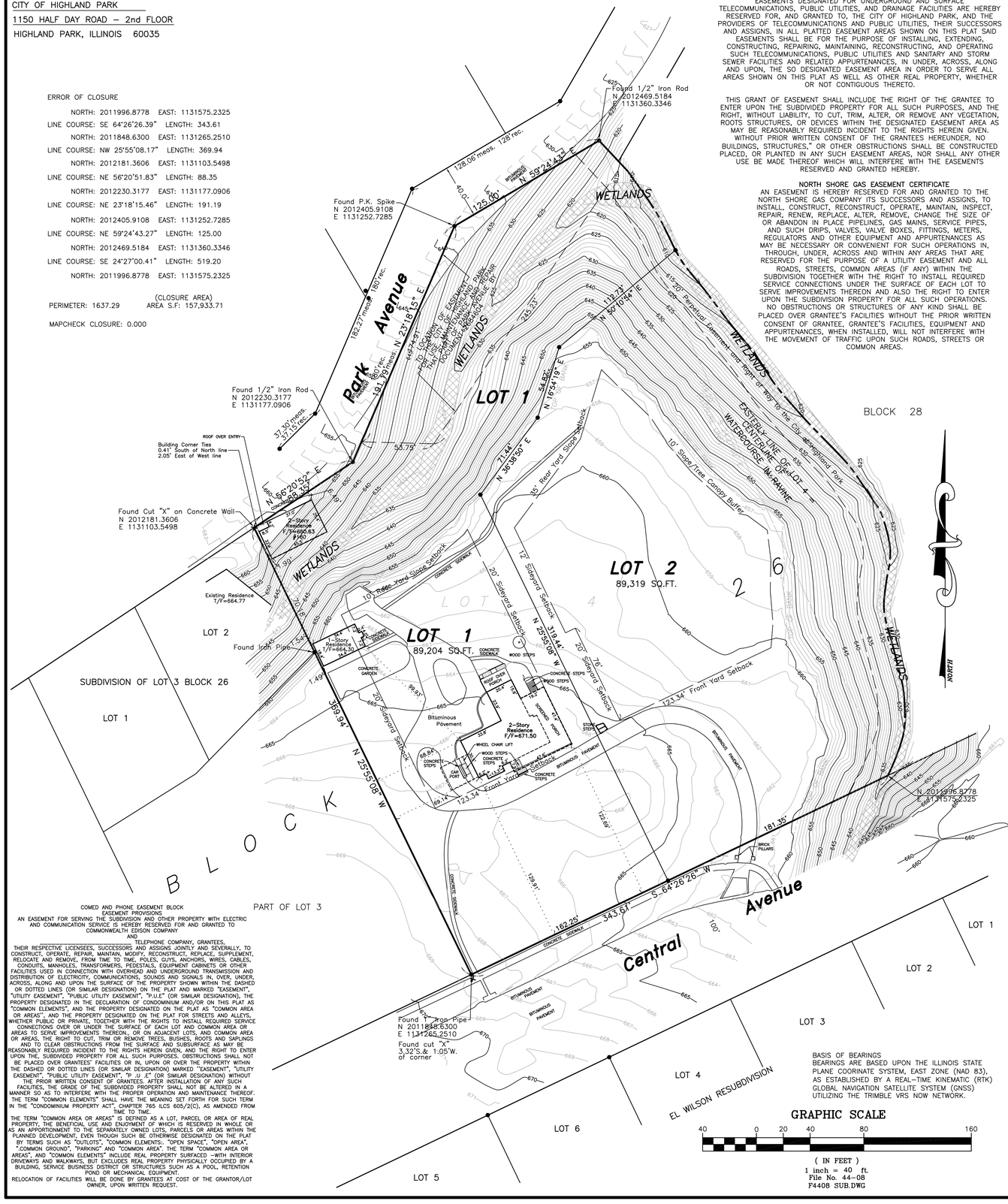
THE PREMISES COMMONLY KNOWN AS:
147 CENTRAL AVENUE, HIGHLAND PARK, IL
PARCEL AREA = 178,536 S.F.
(4.10 ACRES)
PIN: 16-23-210-002

RETURN AFTER RECORDING TO:
CITY OF HIGHLAND PARK
1150 HALF DAY ROAD – 2nd FLOOR
HIGHLAND PARK, ILLINOIS 60035

ERROR OF CLOSURE
NORTH: 2011996.8778 EAST: 1131575.2325
LINE COURSE: SE 64°26'26.39" LENGTH: 343.61
NORTH: 2011848.6300 EAST: 1131265.2510
LINE COURSE: NW 25°55'08.17" LENGTH: 369.94
NORTH: 2012181.3606 EAST: 1131103.5498
LINE COURSE: NE 56°20'51.83" LENGTH: 88.35
NORTH: 2012230.3177 EAST: 1131177.0906
LINE COURSE: NE 23°18'15.46" LENGTH: 191.19
NORTH: 2012405.9108 EAST: 1131252.7285
LINE COURSE: NE 59°24'43.27" LENGTH: 125.00
NORTH: 2012469.5184 EAST: 1131360.3346
LINE COURSE: SE 24°27'00.41" LENGTH: 519.20
NORTH: 2011996.8778 EAST: 1131575.2325

(CLOSURE AREA)
PERIMETER: 1637.29 AREA S.F: 157,933.71

MAPCHECK CLOSURE: 0.000



BASIS OF BEARINGS
BEARINGS ARE BASED UPON THE ILLINOIS STATE PLANE COORINATE SYSTEM, EAST ZONE (NAD 83), AS ESTABLISHED BY A REAL-TIME KINEMATIC (RTK) GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) UTILIZING THE TRIMBLE VRS NOW NETWORK.

GRAPHIC SCALE
40 0 20 40 80 160
(IN FEET)
1 inch = 40 ft.
File No. 44-08
F4408 SUB.DWG

EASEMENT PROVISIONS
EASEMENTS DESIGNATED FOR UNDERGROUND AND SURFACE TELECOMMUNICATIONS, PUBLIC UTILITIES, AND DRAINAGE FACILITIES ARE HEREBY RESERVED FOR, AND GRANTED TO, THE CITY OF HIGHLAND PARK, AND THE PROVIDERS OF TELECOMMUNICATIONS AND PUBLIC UTILITIES, THEIR SUCCESSORS AND ASSIGNS, IN ALL PLATTED EASEMENT AREAS SHOWN ON THIS PLAT SAID EASEMENTS SHALL BE FOR THE PURPOSE OF INSTALLING, EXTENDING, CONSTRUCTING, REPAIRING, MAINTAINING, RECONSTRUCTING, AND OPERATING SUCH TELECOMMUNICATIONS, PUBLIC UTILITIES AND SANITARY AND STORM SEWER FACILITIES AND RELATED APPURTENANCES, IN UNDER, ACROSS, ALONG AND UPON, THE SO DESIGNATED EASEMENT AREA IN ORDER TO SERVE ALL AREAS SHOWN ON THIS PLAT AS WELL AS OTHER REAL PROPERTY, WHETHER OR NOT CONTIGUOUS THERETO.

THIS GRANT OF EASEMENT SHALL INCLUDE THE RIGHT OF THE GRANTEE TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES, AND THE RIGHT, WITHOUT LIABILITY, TO CUT, TRIM, ALTER, OR REMOVE ANY VEGETATION, ROOTS STRUCTURES, OR DEVICES WITHIN THE DESIGNATED EASEMENT AREA AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN. WITHOUT PRIOR WRITTEN CONSENT OF THE GRANTEES HEREUNDER, NO BUILDINGS, STRUCTURES," OR OTHER OBSTRUCTIONS SHALL BE CONSTRUCTED PLACED, OR PLANTED IN ANY SUCH EASEMENT AREAS, NOR SHALL ANY OTHER USE BE MADE THEREOF WHICH WILL INTERFERE WITH THE EASEMENTS RESERVED AND GRANTED HEREBY.

NORTH SHORE GAS EASEMENT CERTIFICATE
AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE NORTH SHORE GAS COMPANY ITS SUCCESSORS AND ASSIGNS, TO INSTALL, CONSTRUCT, RECONSTRUCT, OPERATE, MAINTAIN, INSPECT, REPAIR, RENEW, REPLACE, ALTER, REMOVE, CHANGE THE SIZE OF OR ABANDON IN PLACE PIPELINES, GAS MAINS, SERVICE PIPES, AND SUCH DRIPS, VALVES, VALVE BOXES, FITTINGS, METERS, REGULATORS AND OTHER EQUIPMENT AND APPURTENANCES AS MAY BE NECESSARY OR CONVENIENT FOR SUCH OPERATIONS IN, THROUGH, UNDER, ACROSS AND WITHIN ANY AREAS THAT ARE RESERVED FOR THE PURPOSE OF A UTILITY EASEMENT AND ALL ROADS, STREETS, COMMON AREAS (IF ANY) WITHIN THE SUBDIVISION TOGETHER WITH THE RIGHT TO INSTALL REQUIRED SERVICE CONNECTIONS UNDER THE SURFACE OF EACH LOT TO SERVE IMPROVEMENTS THEREON AND ALSO THE RIGHT TO ENTER UPON THE SUBDIVISION PROPERTY FOR ALL SUCH OPERATIONS. NO OBSTRUCTIONS OR STRUCTURES OF ANY KIND SHALL BE PLACED OVER GRANTEE'S FACILITIES WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEE, GRANTEE'S FACILITIES, EQUIPMENT AND APPURTENANCES, WHEN INSTALLED, WILL NOT INTERFERE WITH THE MOVEMENT OF TRAFFIC UPON SUCH ROADS, STREETS OR COMMON AREAS.

COMED AND PHONE EASEMENT BLOCK EASEMENT PROVISIONS
AN EASEMENT FOR SERVING THE SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC AND COMMUNICATION SERVICE IS HEREBY RESERVED FOR AND GRANTED TO COMMONWEALTH EDISON COMPANY
AND
_____ TELEPHONE COMPANY, GRANTEES,
THEIR RESPECTIVE LICENSEES, SUCCESSORS AND ASSIGNS JOINTLY AND SEVERALLY, TO CONSTRUCT, OPERATE, REPAIR, MAINTAIN, MODIFY, RECONSTRUCT, REPLACE, SUPPLEMENT, RELOCATE AND REMOVE, FROM TIME TO TIME, POLES, GUYS, ANCHORS, WIRES, CABLES, CONDUITS, MANHOLES, TRANSFORMERS, PEDESTALS, EQUIPMENT CABINETS OR OTHER FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY, COMMUNICATIONS, SOUNDS AND SIGNALS IN, OVER, UNDER, ACROSS, ALONG AND UPON THE SURFACE OF THE PROPERTY SHOWN WITHIN THE DASHED OR DOTTED LINES (OR SIMILAR DESIGNATION) ON THE PLAT AND MARKED "EASEMENT", "UTILITY EASEMENT", "PUBLIC UTILITY EASEMENT", "P.U.E" (OR SIMILAR DESIGNATION), THE PROPERTY DESIGNATED IN THE DECLARATION OF CONDOMINIUM AND/OR ON THIS PLAT AS "COMMON ELEMENTS", AND THE PROPERTY DESIGNATED ON THE PLAT AS "COMMON AREA OR AREAS", AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHTS TO INSTALL REQUIRED SERVICE CONNECTIONS OVER OR UNDER THE SURFACE OF EACH LOT AND COMMON AREA OR AREAS TO SERVE IMPROVEMENTS THEREON,, OR ON ADJACENT LOTS, AND COMMON AREA OR AREAS, THE RIGHT TO CUT, TRIM OR REMOVE TREES, BUSHES, ROOTS AND SAPLINGS AND TO CLEAR OBSTRUCTIONS FROM THE SURFACE AND SUBSURFACE AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE, SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES. OBSTRUCTIONS SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE DASHED OR DOTTED LINES (OR SIMILAR DESIGNATION) MARKED "EASEMENT", "UTILITY EASEMENT", "PUBLIC UTILITY EASEMENT", "P .U .E" (OR SIMILAR DESIGNATION) WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEES. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED IN A MANNER SO AS TO INTERFERE WITH THE PROPER OPERATION AND MAINTENANCE THEREOF. THE TERM "COMMON ELEMENTS" SHALL HAVE THE MEANING SET FORTH FOR SUCH TERM IN THE "CONDOMINIUM PROPERTY ACT", CHAPTER 765 ILCS 605/2(C), AS AMENDED FROM TIME TO TIME.
THE TERM "COMMON AREA OR AREAS" IS DEFINED AS A LOT, PARCEL OR AREA OF REAL PROPERTY, THE BENEFICIAL USE AND ENJOYMENT OF WHICH IS RESERVED IN WHOLE OR AS AN APPORTIONMENT TO THE SEPARATELY OWNED LOTS, PARCELS OR AREAS WITHIN THE PLANNED DEVELOPMENT, EVEN THOUGH SUCH BE OTHERWISE DESIGNATED ON THE PLAT BY TERMS SUCH AS "OUTLOTS", "COMMON ELEMENTS:. "OPEN SPACE", "OPEN AREA", "COMMON GROUND", "PARKING" AND "COMMON AREA". THE TERM "COMMON AREA OR AREAS", AND "COMMON ELEMENTS" INCLUDE REAL PROPERTY SURFACED –WITH INTERIOR DRIVEWAYS AND WALKWAYS, BUT EXCLUDES REAL PROPERTY PHYSICALLY OCCUPIED BY A BUILDING, SERVICE BUSINESS DISTRICT OR STRUCTURES SUCH AS A POOL, RETENTION POND OR MECHANICAL EQUIPMENT.
RELOCATION OF FACILITIES WILL BE DONE BY GRANTEES AT COST OF THE GRANTOR/LOT OWNER, UPON WRITTEN REQUEST.

**** OWNERS CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

_____, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY DESCRIBED IN THE ABOVE CAPTION AND THAT AS OWNERS HAVE CAUSED THE SAID PROPERTY TO BE SURVEYED, CONSOLIDATED, STAKED AND PLATTED AS SHOWN HEREON FOR THE PURPOSE OF HAVING THIS PLAT RECORDED AS PROVIDED BY LAW.

IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HANDS AN SEALS THIS _____DAY OF _____ A.D. 20_____.

BY:_____

ADDRESS:_____
_____
_____

**** NOTARY CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE)

I,_____, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT _____ PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNERS APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THIS PLAT AS THEIR OWN FREE AND VOLUNTARY ACT, FOR THE USES AS PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL, THIS_____DAY OF _____ A.D. 20_____, AT_____, ILLINOIS.

_____ _____
MY COMMISSION EXPIRES NOTARY PUBLIC

SCHOOL DISTRICT CERTIFICATE

THIS IS TO CERTIFY THAT _____, AS OWNER OF THE PROPERTY DESCRIBED AS _____ AND LEGALLY DESCRIBED ON THE PLAT OF THE SAME NAME, HAVE DETERMINED TO THE BEST OF MY KNOWLEDGE THE SCHOOL DISTRICT ON WHICH EACH OF THE FOLLOWING LOT LIES.

SIGNATURE OF OWNER_____

LOT NUMBER(S)	SCHOOL DISTRICTS ELEMENTARY	HIGH SCHOOL
1 & 2	112	113

NOTARY CERTIFICATE
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.
I, _____, NOTARY PUBLIC, DO HEREBY CERTIFY THAT _____ OWNER OF THE PROPERTY COMMONLY KNOWN AS _____, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THE EXECUTION OF THIS STATEMENT AS THEIR FREE AND VOLUNTARY ACT.
GIVEN UNDER MY HAND AND SEAL THIS_____ DAY OF _____, A.D. 20_____.

NOTARY PUBLIC_____

**** SURVEYORS CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

THIS IS TO CERTIFY THAT I, BRYAN J. LEE, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, SURVEYED AND CONSOLIDATED THE FOLLOWING DESCRIBED PROPERTY:

LOT 4 IN BLOCK 26 IN HIGHLAND PARK; BEING A SUBDIVISION OF FRACTIONAL SECTIONS 23 AND 24 AND PART OF FRACTIONAL SECTION 14, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 7, 1869 IN BOOK "A" OF PLATS, PAGE 2, IN LAKE COUNTY, ILLINOIS.

AS SHOWN BY THE SUBDIVISION PLAT, WHICH IS A CORRECT REPRESENTATION OF SAID SURVEY AND CONSOLIDATION, ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.

I FURTHER CERTIFY THAT THE PROPERTY AS DESCRIBED ON THE CONSOLIDATION PLAT IS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS.

BASED UPON EXAMINATION OF THE F.E.M.A. MAPS, IT HAS BEEN DETERMINED THAT NONE OF THE PROPERTY SHOWN HEREON IS SUBJECT TO FLOOD RISK (THE PROPERTY FALLS WITHIN A ZONE "X") AS PORTRAYED ON FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 17097C0283L , EFFECTIVE DATE: OCTOBER 5, 2023 .

I FURTHER CERTIFY THAT MONUMENTATION HAS BEEN PLACED AT ALL LOT CORNERS. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A SUBDIVISION SURVEY.

DATED IN GRAYSLAKE, ILLINOIS, THIS 23RD DAY OF APRIL A.D. 20 26 .

_____
ILLINOIS PROFESSIONAL LAND SURVEYOR 35-3616
MY LICENSE EXPIRES 11-30-26
PROFESSIONAL DESIGN FIRM NO. 184-002732

PROFESSIONAL LAND SURVEYOR
BRYAN J. LEE
3616
GRAYSLAKE
ILLINOIS
STATE OF ILLINOIS

**** COUNTY CLERK CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

I,_____, COUNTY CLERK OF LAKE COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT GENERAL TAXES, UNPAID CURRENT GENERAL TAXES, DELINQUENT SPECIAL ASSESSMENTS OR UNPAID CURRENT SPECIAL ASSESSMENTS AGAINST ANY OF THE LAND INCLUDED IN THE DESCRIBED PROPERTY. I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE PLAT.

GIVEN UNDER MY HAND AND SEAL OF THE COUNTY CLERK OF LAKE COUNTY, ILLINOIS.

THIS_____ DAY OF _____ A.D. 20_____.

_____
LAKE COUNTY CLERK

**** CITY CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

APPROVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF HIGHLAND PARK, ILLINOIS THIS_____ DAY OF _____ A.D. 20 _____.

ATTEST:_____ BY:_____
CITY CLERK MAYOR

**** CITY COLLECTOR CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

I,_____, CITY COLLECTOR FOR THE CITY OF HIGHLAND PARK, FIND NO DEFERRED INSTALLMENTS OF OUTSTANDING UNPAID SPECIAL ASSESSMENTS AGAINST ANY OF THE PROPERTY INCLUDED IN THIS PLAT OF CONSOLIDATION.

DATED THIS_____ DAY OF _____ A.D. 20_____.

_____
CITY COLLECTOR
CITY OF HIGHLAND PARK

**** CITY ENGINEER CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

I,_____, ENGINEER OF THE CITY OF HIGHLAND PARK, DO HEREBY APPROVE THIS PLAT.

DATED THIS_____ DAY OF _____ A.D. 20_____.

CITY ENGINEER _____

**** PLAN & DESIGN COMMISSION CERTIFICATE ****
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

RECOMMENDED FOR APPROVAL BY THE PLAN & DESIGN COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS, AT A MEETING, HELD THIS_____ DAY OF _____ A.D. 20 ____.

SIGNED:_____
CHAIRMAN

ATTEST:_____
SECRETARY

PLAT SUBMITTED BY CERTIFICATE
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

THE PERSON LISTED IN THE FOLLOWING NOTE IS HEREBY GRANTED PERMISSION TO RECORD THIS PLAT ON BEHALF OF BRYAN J. LEE , ILLINOIS PROFESSIONAL LAND SURVEYOR.

SIGNED: _____
ILLINOIS PROFESSIONAL LAND SURVEYOR 35-3616

PROFESSIONAL LAND SURVEYOR
BRYAN J. LEE
3616
GRAYSLAKE
ILLINOIS
STATE OF ILLINOIS

THIS PLAT SUBMITTED FOR RECORDING BY:

NAME: _____

ADDRESS: _____

CITY: _____

STATE/ZIP: _____

DATE: _____

FIELDWORK COMPLETED: 09-24-2025
CLIENT NAME: Ravine Park Partners, LLC
ADDRESS: 413 N. Carpenter Street, Suite 1E
Chicago, IL 60642

NOTES;
PLAT IS VOID if the Impressed Surveyors Seal does not appear.
Only those Building Lines or Easements shown on a Recorded Subdivision Plat or from a Recorded Document are shown hereon; check local ordinances before building.

Compare your description and site markings with this plat AT ONCE report any discrepancies which you may find.

R.E. ALLEN AND ASSOCIATES, LTD.
PROFESSIONAL LAND SURVEYORS
1015 N. CORPORATE CIRCLE, SUITE C
GRAYSLAKE, ILLINOIS 60030
PHONE: 847-223-0914 FAX: 847-223-0980

PRELIMINARY PLAT

RAVINE PARK SUBDIVISION

BEING A RESUBDIVISION

of

LOT 4 IN BLOCK 26 IN HIGHLAND PARK; BEING A SUBDIVISION OF FRACTIONAL SECTIONS 23 AND 24 AND PART OF FRACTIONAL SECTION 14, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 7, 1869 IN BOOK "A" OF PLATS, PAGE 2, IN LAKE COUNTY, ILLINOIS.

THE PREMISES COMMONLY KNOWN AS:
147 CENTRAL AVENUE, HIGHLAND PARK, IL
PARCEL AREA = 178,536 S.F.
(4.10 ACRES)
PIN: 16-23-210-002

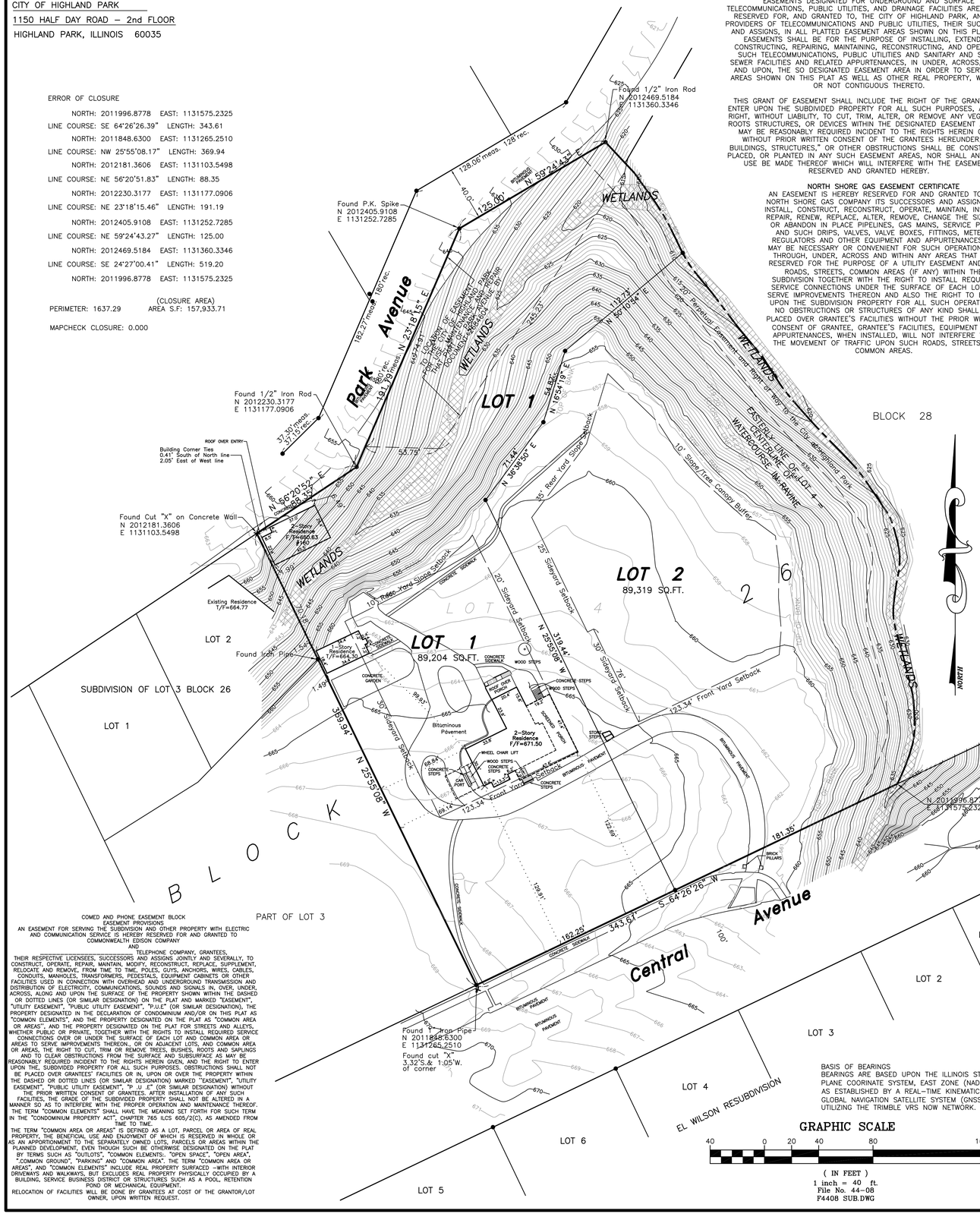
RETURN AFTER RECORDING TO:
CITY OF HIGHLAND PARK
1150 HALF DAY ROAD – 2nd FLOOR
HIGHLAND PARK, ILLINOIS 60035

ERROR OF CLOSURE

NORTH: 2011996.8778 EAST: 1131575.2325
LINE COURSE: SE 64°26'26.39" LENGTH: 343.61
NORTH: 2011848.6300 EAST: 1131265.2510
LINE COURSE: NW 25°55'08.17" LENGTH: 369.94
NORTH: 2012181.3606 EAST: 1131103.5498
LINE COURSE: NE 56°20'51.83" LENGTH: 88.35
NORTH: 2012230.3177 EAST: 1131177.0906
LINE COURSE: NE 23°18'15.46" LENGTH: 191.19
NORTH: 2012405.9108 EAST: 1131252.7285
LINE COURSE: NE 59°24'43.27" LENGTH: 125.00
NORTH: 2012469.5184 EAST: 1131360.3346
LINE COURSE: SE 24°27'00.41" LENGTH: 519.20
NORTH: 2011996.8778 EAST: 1131575.2325

(CLOSURE AREA)
PERIMETER: 1637.29 AREA S.F: 157,933.71

MAPCHECK CLOSURE: 0.000



EASEMENT PROVISIONS

EASEMENTS DESIGNATED FOR UNDERGROUND AND SURFACE TELECOMMUNICATIONS, PUBLIC UTILITIES, AND DRAINAGE FACILITIES ARE HEREBY RESERVED FOR, AND GRANTED TO, THE CITY OF HIGHLAND PARK, AND THE PROVIDERS OF TELECOMMUNICATIONS AND PUBLIC UTILITIES, THEIR SUCCESSORS AND ASSIGNS, IN ALL PLATTED EASEMENT AREAS SHOWN ON THIS PLAT SAID EASEMENTS SHALL BE FOR THE PURPOSE OF INSTALLING, EXTENDING, CONSTRUCTING, REPAIRING, MAINTAINING, RECONSTRUCTING, AND OPERATING SUCH TELECOMMUNICATIONS, PUBLIC UTILITIES AND SANITARY AND STORM SEWER FACILITIES AND RELATED APPURTENANCES, IN UNDER, ACROSS, ALONG AND UPON, THE SO DESIGNATED EASEMENT AREA IN ORDER TO SERVE ALL AREAS SHOWN ON THIS PLAT AS WELL AS OTHER REAL PROPERTY, WHETHER OR NOT CONTIGUOUS THERETO.

THIS GRANT OF EASEMENT SHALL INCLUDE THE RIGHT OF THE GRANTEE TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES, AND THE RIGHT, WITHOUT LIABILITY, TO CUT, TRIM, ALTER, OR REMOVE ANY VEGETATION, ROOTS STRUCTURES, OR DEVICES WITHIN THE DESIGNATED EASEMENT AREA AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN. WITHOUT PRIOR WRITTEN CONSENT OF THE GRANTEES HEREUNDER, NO BUILDINGS, STRUCTURES," OR OTHER OBSTRUCTIONS SHALL BE CONSTRUCTED PLACED, OR PLANTED IN ANY SUCH EASEMENT AREAS, NOR SHALL ANY OTHER USE BE MADE THEREOF WHICH WILL INTERFERE WITH THE EASEMENTS RESERVED AND GRANTED HEREBY.

NORTH SHORE GAS EASEMENT CERTIFICATE

AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE NORTH SHORE GAS COMPANY ITS SUCCESSORS AND ASSIGNS, TO INSTALL, CONSTRUCT, RECONSTRUCT, OPERATE, MAINTAIN, INSPECT, REPAIR, RENEW, REPLACE, ALTER, REMOVE, CHANGE THE SIZE OF OR ABANDON IN PLACE PIPELINES, GAS MAINS, SERVICE PIPES, AND SUCH DRIPS, VALVES, VALVE BOXES, FITTINGS, METERS, REGULATORS AND OTHER EQUIPMENT AND APPURTENANCES AS MAY BE NECESSARY OR CONVENIENT FOR SUCH OPERATIONS IN, THROUGH, UNDER, ACROSS AND WITHIN ANY AREAS THAT ARE RESERVED FOR THE PURPOSE OF A UTILITY EASEMENT AND ALL ROADS, STREETS, COMMON AREAS (IF ANY) WITHIN THE SUBDIVISION TOGETHER WITH THE RIGHT TO INSTALL REQUIRED SERVICE CONNECTIONS UNDER THE SURFACE OF EACH LOT TO SERVE IMPROVEMENTS THEREON AND ALSO THE RIGHT TO ENTER UPON THE SUBDIVISION PROPERTY FOR ALL SUCH OPERATIONS. NO OBSTRUCTIONS OR STRUCTURES OF ANY KIND SHALL BE PLACED OVER GRANTEE'S FACILITIES WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEE, GRANTEE'S FACILITIES, EQUIPMENT AND APPURTENANCES, WHEN INSTALLED, WILL NOT INTERFERE WITH THE MOVEMENT OF TRAFFIC UPON SUCH ROADS, STREETS OR COMMON AREAS.

COMED AND PHONE EASEMENT BLOCK EASEMENT PROVISIONS

AN EASEMENT FOR SERVING THE SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC AND COMMUNICATION SERVICE IS HEREBY RESERVED FOR AND GRANTED TO COMMONWEALTH EDISON COMPANY
AND
_____ TELEPHONE COMPANY, GRANTEES,
THEIR RESPECTIVE LICENSEES, SUCCESSORS AND ASSIGNS JOINTLY AND SEVERALLY, TO CONSTRUCT, OPERATE, REPAIR, MAINTAIN, MODIFY, RECONSTRUCT, REPLACE, SUPPLEMENT, RELOCATE AND REMOVE, FROM TIME TO TIME, POLES, GUYS, ANCHORS, WIRES, CABLES, CONDUITS, MANHOLES, TRANSFORMERS, PEDESTALS, EQUIPMENT CABINETS OR OTHER FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY, COMMUNICATIONS, SOUNDS AND SIGNALS IN, OVER, UNDER, ACROSS, ALONG AND UPON THE SURFACE OF THE PROPERTY SHOWN WITHIN THE DASHED OR DOTTED LINES (OR SIMILAR DESIGNATION) ON THE PLAT AND MARKED "EASEMENT", "UTILITY EASEMENT", "PUBLIC UTILITY EASEMENT", "P.U.E" (OR SIMILAR DESIGNATION), THE PROPERTY DESIGNATED IN THE DECLARATION OF CONDOMINIUM AND/OR ON THIS PLAT AS "COMMON ELEMENTS", AND THE PROPERTY DESIGNATED ON THE PLAT AS "COMMON AREA OR AREAS", AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHTS TO INSTALL REQUIRED SERVICE CONNECTIONS OVER OR UNDER THE SURFACE OF EACH LOT AND COMMON AREA OR AREAS TO SERVE IMPROVEMENTS THEREON,, OR ON ADJACENT LOTS, AND COMMON AREA OR AREAS, THE RIGHT TO CUT, TRIM OR REMOVE TREES, BUSHES, ROOTS AND SAPLINGS AND TO CLEAR OBSTRUCTIONS FROM THE SURFACE AND SUBSURFACE AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE, SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES. OBSTRUCTIONS SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE DASHED OR DOTTED LINES (OR SIMILAR DESIGNATION) MARKED "EASEMENT", "UTILITY EASEMENT", "PUBLIC UTILITY EASEMENT", "P .U .E" (OR SIMILAR DESIGNATION) WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEES. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED IN A MANNER SO AS TO INTERFERE WITH THE PROPER OPERATION AND MAINTENANCE THEREOF. THE TERM "COMMON ELEMENTS" SHALL HAVE THE MEANING SET FORTH FOR SUCH TERM IN THE "CONDOMINIUM PROPERTY ACT", CHAPTER 765 ILCS 605/2(C), AS AMENDED FROM TIME TO TIME.
THE TERM "COMMON AREA OR AREAS" IS DEFINED AS A LOT, PARCEL OR AREA OF REAL PROPERTY, THE BENEFICIAL USE AND ENJOYMENT OF WHICH IS RESERVED IN WHOLE OR AS AN APPORTIONMENT TO THE SEPARATELY OWNED LOTS, PARCELS OR AREAS WITHIN THE PLANNED DEVELOPMENT, EVEN THOUGH SUCH BE OTHERWISE DESIGNATED ON THE PLAT BY TERMS SUCH AS "OUTLOTS", "COMMON ELEMENTS:. "OPEN SPACE", "OPEN AREA", "COMMON GROUND", "PARKING" AND "COMMON AREA". THE TERM "COMMON AREA OR AREAS", AND "COMMON ELEMENTS" INCLUDE REAL PROPERTY SURFACED –WITH INTERIOR DRIVEWAYS AND WALKWAYS, BUT EXCLUDES REAL PROPERTY PHYSICALLY OCCUPIED BY A BUILDING, SERVICE BUSINESS DISTRICT OR STRUCTURES SUCH AS A POOL, RETENTION POND OR MECHANICAL EQUIPMENT.
RELOCATION OF FACILITIES WILL BE DONE BY GRANTEES AT COST OF THE GRANTOR/LOT OWNER, UPON WRITTEN REQUEST.

**** OWNERS CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

_____, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY DESCRIBED IN THE ABOVE CAPTION AND THAT AS OWNERS HAVE CAUSED THE SAID PROPERTY TO BE SURVEYED, CONSOLIDATED, STAKED AND PLATTED AS SHOWN HEREON FOR THE PURPOSE OF HAVING THIS PLAT RECORDED AS PROVIDED BY LAW.

IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HANDS AN SEALS THIS _____DAY OF _____ A.D. 20_____.

BY:_____

ADDRESS:_____

_____

_____

**** NOTARY CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE)

I,_____, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT _____ PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNERS APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THIS PLAT AS THEIR OWN FREE AND VOLUNTARY ACT, FOR THE USES AS PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL, THIS_____ DAY OF _____ A.D. 20_____, AT_____, ILLINOIS.

_____ _____
MY COMMISSION EXPIRES NOTARY PUBLIC

SCHOOL DISTRICT CERTIFICATE

THIS IS TO CERTIFY THAT _____, AS OWNER OF THE PROPERTY DESCRIBED AS _____ AND LEGALLY DESCRIBED ON THE PLAT OF THE SAME NAME, HAVE DETERMINED TO THE BEST OF MY KNOWLEDGE THE SCHOOL DISTRICT ON WHICH EACH OF THE FOLLOWING LOT LIES.

SIGNATURE OF OWNER_____

	SCHOOL DISTRICTS	
LOT NUMBER(S)	ELEMENTARY	HIGH SCHOOL
1 & 2	112	113

NOTARY CERTIFICATE
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.
I,_____, NOTARY PUBLIC, DO HEREBY CERTIFY THAT _____ OWNER OF THE PROPERTY COMMONLY KNOWN AS _____, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THE EXECUTION OF THIS STATEMENT AS THEIR FREE AND VOLUNTARY ACT.
GIVEN UNDER MY HAND AND SEAL THIS_____ DAY OF _____, A.D. 20_____.

NOTARY PUBLIC_____

**** SURVEYORS CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

THIS IS TO CERTIFY THAT I, BRYAN J. LEE, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, SURVEYED AND CONSOLIDATED THE FOLLOWING DESCRIBED PROPERTY:

LOT 4 IN BLOCK 26 IN HIGHLAND PARK; BEING A SUBDIVISION OF FRACTIONAL SECTIONS 23 AND 24 AND PART OF FRACTIONAL SECTION 14, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 7, 1869 IN BOOK "A" OF PLATS, PAGE 2, IN LAKE COUNTY, ILLINOIS.

AS SHOWN BY THE SUBDIVISION PLAT, WHICH IS A CORRECT REPRESENTATION OF SAID SURVEY AND CONSOLIDATION, ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.

I FURTHER CERTIFY THAT THE PROPERTY AS DESCRIBED ON THE CONSOLIDATION PLAT IS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS.

BASED UPON EXAMINATION OF THE F.E.M.A. MAPS, IT HAS BEEN DETERMINED THAT NONE OF THE PROPERTY SHOWN HEREON IS SUBJECT TO FLOOD RISK (THE PROPERTY FALLS WITHIN A ZONE "X") AS PORTRAYED ON FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 17097C0283L , EFFECTIVE DATE: OCTOBER 5, 2023 .

I FURTHER CERTIFY THAT MONUMENTATION HAS BEEN PLACED AT ALL LOT CORNERS. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A SUBDIVISION SURVEY.

DATED IN GRAYSLAKE, ILLINOIS, THIS 15TH DAY OF MAY A.D. 20 26 .

_____
ILLINOIS PROFESSIONAL LAND SURVEYOR 35-3616
MY LICENSE EXPIRES 11-30-26
PROFESSIONAL DESIGN FIRM NO. 184-002732

BASIS OF BEARINGS
BEARINGS ARE BASED UPON THE ILLINOIS STATE PLANE COORINATE SYSTEM, EAST ZONE (NAD 83), AS ESTABLISHED BY A REAL-TIME KINEMATIC (RTK) GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) UTILIZING THE TRIMBLE VRS NOW NETWORK.

**** COUNTY CLERK CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

I,_____, COUNTY CLERK OF LAKE COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT GENERAL TAXES, UNPAID CURRENT GENERAL TAXES, DELINQUENT SPECIAL ASSESSMENTS OR UNPAID CURRENT SPECIAL ASSESSMENTS AGAINST ANY OF THE LAND INCLUDED IN THE DESCRIBED PROPERTY. I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE PLAT.

GIVEN UNDER MY HAND AND SEAL OF THE COUNTY CLERK OF LAKE COUNTY, ILLINOIS.

THIS_____ DAY OF _____ A.D. 20_____.

_____
LAKE COUNTY CLERK

**** CITY CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

APPROVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF HIGHLAND PARK, ILLINOIS THIS_____ DAY OF _____ A.D. 20 _____.

ATTEST:_____ BY:_____
CITY CLERK MAYOR

**** CITY COLLECTOR CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

I,_____, CITY COLLECTOR FOR THE CITY OF HIGHLAND PARK, FIND NO DEFERRED INSTALLMENTS OF OUTSTANDING UNPAID SPECIAL ASSESSMENTS AGAINST ANY OF THE PROPERTY INCLUDED IN THIS PLAT OF CONSOLIDATION.

DATED THIS_____ DAY OF _____ A.D. 20_____.

_____
CITY COLLECTOR
CITY OF HIGHLAND PARK

**** CITY ENGINEER CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

I,_____, ENGINEER OF THE CITY OF HIGHLAND PARK, DO HEREBY APPROVE THIS PLAT.

DATED THIS_____ DAY OF _____ A.D. 20_____.

CITY ENGINEER _____

**** PLAN & DESIGN COMMISSION CERTIFICATE ****

STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

RECOMMENDED FOR APPROVAL BY THE PLAN & DESIGN COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS, AT A MEETING, HELD THIS_____ DAY OF _____ A.D. 20 ____.

SIGNED:_____
CHAIRMAN

ATTEST:_____
SECRETARY

PLAT SUBMITTED BY CERTIFICATE
STATE OF ILLINOIS)
COUNTY OF LAKE) S.S.

THE PERSON LISTED IN THE FOLLOWING NOTE IS HEREBY GRANTED PERMISSION TO RECORD THIS PLAT ON BEHALF OF BRYAN J. LEE , ILLINOIS PROFESSIONAL LAND SURVEYOR.

SIGNED: _____
ILLINOIS PROFESSIONAL LAND SURVEYOR 35-3616

PROFESSIONAL LAND SURVEYOR
BRYAN J. LEE
3616
GRAYSLAKE
ILLINOIS
STATE OF ILLINOIS

THIS PLAT SUBMITTED FOR RECORDING BY:

NAME: _____

ADDRESS: _____

CITY: _____

STATE/ZIP: _____

DATE: _____

PROFESSIONAL LAND SURVEYOR
BRYAN J. LEE
3616
GRAYSLAKE
ILLINOIS
STATE OF ILLINOIS

FIELDWORK COMPLETED: 09-24-2025
CLIENT NAME: Ravine Park Partners, LLC
ADDRESS: 413 N. Carpenter Street, Suite 1E
Chicago, IL 60642

NOTES;
PLAT IS VOID if the Impressed Surveyors Seal does not appear.
Only those Building Lines or Easements shown on a Recorded Subdivision Plat or from a Recorded Document are shown hereon; check local ordinances before building.

Compare your description and site markings with this plat AT ONCE report any discrepancies which you may find.

R.E. ALLEN AND ASSOCIATES, LTD.
PROFESSIONAL LAND SURVEYORS
1015 N. CORPORATE CIRCLE, SUITE C
GRAYSLAKE, ILLINOIS 60030
PHONE: 847-223-0914 FAX: 847-223-0980

FINDINGS OF FACT

Public Hearing #PUD-2025-00081 for a Special Use Permit in the Nature of a Preliminary and Final Planned Development with Modifications from City Code; and a Plat of Re-Subdivision, with Variances from City Code (147 Central Ave.)

Pursuant to Section 150.530(H)(3): The Plan and Design Commission shall not recommend approval of a proposed Planned Development and Preliminary Development Plan except upon making all findings of fact required pursuant to Section 150.1404 of this Chapter, and as follows:

a) That the Planned Development conforms to the goals and objectives of the Master Plan, and to the standards and requirements of this Article, including, without limitation, Section 150.520 of this Article;

b) That the proposed Planned Development contains no more residential dwelling units than permitted pursuant to the subdivision sketch plan submitted in accordance with Section 150.525(A)(8) of this Article, as may be adjusted pursuant to Section 150.510(D) of this Article; and

c) That the Planned Development provides a public benefit, if required pursuant to Section 150.515 of this Article.

Findings of Fact consistent the requirements in Section 150.530(H)(3) are provided below:

Pursuant to Section 150.1404, the Plan & Design Commission or the City Council, as the case may be, shall not recommend or grant a special use permit be issued unless it shall make findings of fact based upon evidence presented at the hearing in any given case that:

(1) The special use will serve the public convenience at the location of the subject property; or the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

Finding**:** The Commission finds that the proposed Plat of Re-Subdivision will not be detrimental to or endanger the public health, safety, or general welfare. The project's land area complies with the Lake Front Density & Character Overlay Zone (LFOZ) subdivision requirements.

(2) The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with the special use, the size of the subject property in relation to such special use, and the location of the site with respect to streets giving access to it, shall be such that it will be in harmony with the appropriate, orderly development of the zoning district in which it is located;

Finding**:** The Commission finds that the planned development is within the density allowance and therefore the proposal is in harmony with the appropriate, orderly development of the zoning district in which it is located. The Commission finds the density acceptable since the project complies with the single family zoning density and LFOZ subdivision requirements.

(3) That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity of the subject property for the purposes already permitted in such zoning

district, nor substantially diminish and impair the value of other property in the neighborhood;

Finding: The Design Commission finds that the planned development will not be injurious to properties in the immediate vicinity of the subject property. The property has been in a single family residential zoning district for many years, which permits single family uses. The Commission finds that the subdivision modifications requested are warranted given the size of the lot.

(4) The nature, location, and size of the buildings or structures involved with the establishment of the special use will not impede, substantially hinder, or discourage the development and use of adjacent land and buildings in accord with the regulations of the zoning district within which they are located;

Finding**:** The Commission finds that the nature and size of the development will not impede or discourage the development or use of adjacent land. The single family land use is consistent with the R4 zoning district.

(5) Adequate utilities, access roads, drainage, and other necessary facilities have been or will be provided;

Finding: The Commission finds that adequate utilities, access roads, and drainage will be provided within the Plat of Subdivision.

(6) Parking areas of adequate size for the special use shall be properly located and suitably screened from adjoining residential uses, and the entrance and exit driveways to and from these parking areas shall be designed to prevent traffic hazards, eliminate nuisance, and minimize traffic congestion in the public streets;

Finding**:** The Commission finds that the planned Plat of Subdivision will have adequate land area to accommodate the single family use.

(7) The special use shall in all other respects conform to the applicable regulations of the zoning district in which it is located, except as such regulations may, in each instance, be modified as provided in this Chapter;

Finding**:** The Plan & Design Commission finds that the planned Plat of Subdivision conforms with the Chapter 150 Zoning Code and is requesting modifications to Chapter 151 Subdivision Code:

- Section 151.004(A)(1) – Lot shapes. Proposed lots will have greater than four sides.

(8) There is reasonable assurance that the special use will be completed and maintained as and if authorized; and

Finding**:** The Commission finds reasonable assurance that the Planned Development will be built and maintained as authorized.

(9) The special use shall comply with all applicable requirements set forth in this Chapter.

Finding: The Commission finds that the proposed planned development meets the requirements of the Zoning Code with acceptable modifications.

150.530(H)(3)(a): That the Planned Development conforms to the goals and objectives of the Master Plan, and to the standards and requirements of this Article, including, without limitation, Section 150.520 of this Article

Objectives of the Master Plan
Finding: The Commission finds the proposed development conforms to the goals and objectives of the Lakefront District Neighborhood Strategic Plan[1]. The project maintains larger lot sizes than required in the R4 and LFOZ.

Pursuant to Section 150.520 of the Code, the applicant for a Planned Development must demonstrate that the proposed Planned Development satisfies and incorporates, to the greatest extent practicable, the following site design standards:

(A) Protection of the Public Health, Safety, and Welfare. The uses and structures within the Planned Development shall be compatible with one another, in that they are designed, located, and proposed to be operated so that the public health, safety and welfare will be protected.

Finding**:** The Commission finds that the planned Plat of Subdivision is compliant with the single family density standards of the R4 Zoning District and LFOZ.

(B) Preservation of Environmentally Sensitive Areas.

(1) No development shall occur in any Environmentally Sensitive Area located on the subject property, except upon approval of a modification therefore, in accordance with Section 150.510(B) of this Article.

Finding**:** The Commission finds that the no portion of development is located in an Environmentally Sensitive Area. The property does have steep slope zone (ravine), but the applicant adequately buffers from these sensitive areas.

(2) Environmentally Sensitive Areas located on the subject property may be included as common open space within a Planned Development, upon either (a) identification of such areas on the plat of subdivision as a separate lot or lots, or (b) recordation by the applicant of a conservation easement or similar restriction that ensures the preservation of such areas, in perpetuity, from future development.

Finding**:** The Commission finds that there are Environmentally Sensitive Areas located on the subject property and the applicant is appropriately placing setbacks protecting these areas.

(C) Historic Resources. The Planned Development shall preserve all (1) locally designated landmarks, and (2) properties, structures, areas, objects, and landscapes determined to be historically significant by the Historic Preservation Commission in accordance with Chapters 24 or 170 of the Code.

Finding**:** The Commission finds the proposed Plat of Subdivision preserves the primary residential structure and outbuildings on the landmarked property.[2]

(D) Clustering New Development. The Planned Development shall preserve the structures, landscapes, scenic view sheds, and other natural and historic features of the subject property,

[1] Central District Plan (May 2001).
[2] The historic Cornelius Field House, Gardner's Cottage and Coach House.

through (i) clustering of lots or building pads, (ii) adaptive reuse of existing structures, and (iii) the protection of designated open space from development; provided, however, that clustering of development shall not be required upon a demonstration by the applicant, to the satisfaction of the Plan & Design Commission and the City Council, that there are no features on the subject property worthy of preservation, or that those features worthy of preservation will be more effectively preserved by not clustering development.

Finding**:** The Commission finds that the applicant is compliant with the zoning code setback requirements, providing enough space between houses and sensitive ravine areas.

(E) Location of Structures. All structures to be located within the Planned Development shall (1) be related harmoniously to the terrain and to existing structures in the vicinity of the subject property, and (2) have a visual relationship to existing nearby structures;

Finding: The Commission finds that the proposed Plat of Subdivision proposes no structures. The creation of a new lot is in harmony with the existing property within the vicinity.

(F) Environmental Quality and Responsible Design. The Planned Development shall be consistent with the City of Highland Park Environmental Policy and with the City of Highland Park Checklist for Environmentally Responsible Design and Construction. The applicant may demonstrate consistency with standards established for site design and building construction practices by referencing known sustainable development and green architecture rating systems.

Finding**:** The Commission finds that the planned development satisfies this standard.

(G) Preservation of Landscapes. The landscapes within the Planned Development shall be preserved in their natural states, insofar as practicable, by minimizing tree and soil removal. All proposed grade changes shall be consistent with the general appearance of neighboring developed areas.

Finding: The Commission finds that the planned development satisfies this standard.

(H) Schools, Parks, and Public Facilities. The Planned Development shall not impose an undue burden on parks, recreational areas, schools, or other public facilities that serve or are proposed to serve the Planned Development.

Finding: The Commission finds that no evidence was presented at the public hearings indicating a new single family home will impose an undue burden on parks, recreational areas, schools, or other public facilities.

(I) Relationship and Connection to Adjoining Land. The Planned Development shall not be designed as an enclave separate from adjacent properties, unless existing development patterns, natural features, and/or topographic conditions prevent vehicular or pedestrian access connections to adjacent properties. In order to achieve connectivity to adjoining land, all lots, streets, sidewalks and/or paths within a Planned Development shall be designed, to the extent practicable, to allow for the continuation of such existing or proposed features to adjoining areas. New streets, sidewalks, and/or paths located within a proposed Planned Development shall be constructed and installed to the boundaries of the proposed Planned Development if the City Council determines, in its sole discretion, that the proposed Planned Development adjoins land with the potential of being subdivided or re-subdivided.

Finding: The Commission finds that the planned development will incorporate an additional single family home into the neighborhood, which is in harmony with all surrounding uses.

(J) **Setbacks from the Periphery of the Planned Development. The required front, rear, and side yards along the periphery of the Planned Development shall be of a size not less than the greater of (1) the minimum front, rear, and side yard requirements of the underlying Zoning District in which the Planned Development is located, and (2) the minimum front, rear, and side yard requirements of the adjacent Zoning District.**

Finding: The Commission finds the planned development meets the setback requirements.

(K) **Functional and Mechanical Features. Exposed storage areas, trash containers, recycling container space, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures shall be (1) identified on the site plan required pursuant to Section 150.525(A)(9) of this Chapter, (2) incorporated into common areas of the development, (3) made as unobtrusive as possible, and (4) designed, landscaped, and screened in accordance with the requirements set forth in Article XXII of this Chapter and of Chapter 176 of the Code.**

Finding: The Commission finds this standard to be me as storage areas, trash containers, and related items will be located in the underground parking garage, with the exception to the HVAC mechanical units being located on the roof.

(L) **Distance Between Buildings. The minimum horizontal distance between any two new buildings to be located on the subject property, or between any new building and an existing building (including building appurtenances), shall be not less than 15 feet; provided, however, that this Section 150.520(L) shall not apply to buildings that (1) share a common wall, and (2) have individual entrances and exits.**

Finding: The Commission finds this standard is met as the any new proposed building will sit 20' away from the west property line, which is the closest existing building.

(M) **Surface Water Drainage. In accordance with the storm water management regulations set forth in Article XVIII of this Chapter, surface drainage systems serving the subject property shall be designed to prevent surface waters from adversely affecting neighboring properties or the public storm water drainage system. Surface water in all paved areas shall be collected at intervals so as to prevent obstruction of the flow of vehicular or pedestrian traffic. The design of the storm water management system shall enhance natural storm water storage areas such as high-quality aquatic resources and regulatory floodplains, and may incorporate natural storm water management techniques commonly referred to as low impact development techniques or best management practices**.

Finding: The Commission found that the planned development will be constructed in accordance with the storm water management regulations established in the Highland Park City Code.

(N) **Ingress to and egress from the Planned Development shall be designed to (1) promote safe vehicular movements, (2) minimize traffic congestion in the public streets outside the Planned Development, and (3) facilitate the free flow of vehicular and pedestrian traffic within the Planned Development.**

Finding: The Commission finds the proposed access is acceptable. No evidence was provided that one new single family home will have a significant impact to the existing street network along Central. The newly created lot will not have frontage along Park Ave, therefore, keeping existing conditions the same.

(O) Streets, Alleys, and Public Ways. The streets, alleys, and other public and private traffic thoroughfares located within the Planned Development shall conform to the applicable requirements set forth in Section 151.004 of the Subdivision Ordinance, as may be modified upon the recommendation of the Director of Public Works and the approval by the City Council. The City Council may, in its sole discretion, require that streets located within the Planned Development be stubbed in order to provide for future connections to adjacent developments.

Finding: The Commission finds that the planned development will not impact traffic along Park Ave as the newly created lot does not front Park Ave and the addition of one single family home along Central Ave will not have a significant impact to local traffic.

(P) Common Ownership or Control.

(1) During Development. During the development process and until such time that the development is turned over to an owners' association or equivalent entity, all common areas within buildings, common open space, landscaping, exterior maintenance areas, and all other exterior aspects of the development located within the proposed Planned Development shall be on a tract or tracts of land under common ownership or control.

Finding: The Commission finds this standard is not applicable. The proposal to do subdivide the lot and sell it off for a new single family home.

(2) Upon Completion of Development. The owners' association or equivalent entity, upon its establishment, shall be responsible for all obligations set forth in (a) the ordinance approving the Planned Development, adopted pursuant to Section 150.540(C) of this Article, (b) any associated development agreement pertinent to the Planned Development, and (c) the declaration of covenants, or similar recorded document, establishing the owners' association or equivalent entity.

Finding**:** The Commission finds this standard is not applicable. The proposal to do subdivide the lot and sell it off for a new single family home.

150.530(H)(3)(b): That the proposed Planned Development contains no more residential dwelling units than permitted pursuant to the subdivision sketch plan submitted in accordance with Section 150.525(A)(8) of this Article, as may be adjusted pursuant to Section 150.520(D) of this Article;

Finding: The Commission finds that the proposed development does not contain more residential dwelling units than permitted by Code.

150.530(H)(3)(c): That the Planned Development provides a public benefit, if required pursuant to Section 150.515 of this Article.

Finding: The Plan & Design Commission finds that the planned development requires no modifications to the regulations of Chapter 150. Pursuant to Section 150.515, the development does not have to provide a public benefit.

Sec. 151.009. - Variations and Exceptions. Variations from these regulations shall not be granted as a right. However, the Plan Commission may recommend and the City Council may grant variations from the regulations contained in this Subdivision Code in specific cases which do not affect the general plan or the spirit of the Subdivision Code. Such recommendations shall be communicated to the City Council in writing.

Findings: See below for comments of Section 151 Subdivision Code variation findings.

RECOMMENDATION:

The Plan and Design Commission recommends the requested variations be granted by the City Council, with the following conditions of approval as well as the standard conditions:

1. That there be a 30 ft. side yard setback and then a 25 ft. side yard setback towards the rear of the property, preservation of the gatepost, wrought iron fence, and heritage trees.

2. Any new structure on the proposed vacant lot cannot exceed the relative height of the Cornelius Field House or the underlying zoning requirements for height, whichever is more restrictive; and

3. Prohibit additional zoning relief related to the proposed vacant lot."

Standard Conditions:

A. The Applicant must secure the necessary approvals from all public utility companies, provide easement statements, and locate all existing easements on the Final Plat, prior to recordation;

B. The Applicant must secure the signatures of the City Engineer and the County Clerk on the Final Plat, prior to its recordation;

C. The Final Plat must include all certificates, signatures, and seals as required by Section 151.005(A)(12) of the City Code;

D. The Final Plat must identify monuments for all corners of the proposed lots; and

E. The Final Plat must be tied into the state plane coordinate system.

REQUESTED VARIATIONS:

The Applicant has requested a variation to Section 151.004(A)(1), which states thus:

"*Lot shapes. Every lot shall have four sides. Exceptions may be approved when the applicant*

demonstrates that a four-sided lot is not feasible because of peculiar topographical conditions, abutting lots of record or abutting parcels, or pre-existing buildings not owned directly or indirectly by the applicant. A lot of other than four sides will not be approved if it appears that such lot has been so formed solely to comply with the minimum area, depth and width requirements of the Zoning Ordinance. As nearly as practicable, intersecting lot lines shall form right angles with each other.

- The Applicant's proposal divides the property's land area more evenly, creating two lots with similar land area. Additionally, the property has ravine on it reducing the amount of buildable area.

FINDINGS OF FACT:

The Plan and Design Commission finds the requested variation in this specific case does not affect the general plan or the spirit of the Subdivision Code. The Plan and Design Commission documents the following facts of this specific case:

1. Approving the variation for more than 4-sides does not change the character or density of the neighborhood.

STANDARDS FOR A SUBDIVISION VARIATION AND EXCEPTION:

Sec. 151.009. - Variations and Exceptions.

"Variations from these regulations shall not be granted as a right. However, the Plan Commission may recommend and the City Council may grant variations from the regulations contained in this Subdivision Code in specific cases which do not affect the general plan or the spirit of the Subdivision Code. Such recommendations shall be communicated to the City Council in writing."

Sec. 151.002. – Intent and Purpose.

"These regulations are intended to serve the following purposes:"

A. "To assist in the carrying out and implementation of the Master Plan of the City of Highland Park."

B. "To set forth rules and regulations for the division and consolidation of real property."

C. "To provide for the proper location and/or width of streets and alleys, buildable areas, open spaces, utilities and drainage easements, and public use facilities and areas."

D. "To protect neighborhood character and to provide quality neighborhoods by requiring minimum lot widths, depths, and areas."

E. "To provide minimum standards for public improvements and provision for modernizing infrastructure, including water, sanitary sewer lines, and drainage."

F. "To provide for and secure the actual construction of public improvements."

G. *"To discourage residential "enclaves" which tend to divide neighborhoods and which*

restrict reasonable access to adjacent land which is likely to be subdivided or resubdivided in the future."

January 6, 2025

City of Highland Park Plan and Design Commission,
Highland Park City Hall, 1707 St Johns Avenue

Re: Opposition to Proposed Subdivision of 147 Central Avenue

Dear Planning Commission/City Council Members:

I am writing to express strong opposition to the proposed subdivision of the historic property at 147 Central Ave., located directly across from my residence at 126 Central Ave. While I appreciate efforts to preserve the existing historic structure, the proposed subdivision raises serious concerns regarding historic character, environmental protection, and community impact.

Historic Preservation Concerns

The property's significance extends beyond the house itself to include its original lot size and landscape setting. Subdividing this parcel fundamentally alters the historic context that gives the property meaning. Preserving the building while destroying its historic spatial relationship to the surrounding landscape is preservation in name only.

Environmental Impact

The proposed development poses substantial environmental risks:

- **Tree Loss**: The removal of mature trees eliminates critical canopy cover, increases stormwater runoff, and diminishes habitat for wildlife
- **Ravine Stability**: Construction adjacent to a ravine creates erosion risks and threatens this sensitive natural feature
- **Park Adjacency**: Development at this scale compromises the buffer between residential areas and public parkland

The environmental character of this area, its mature trees and natural topography, is precisely what makes this neighborhood livable and ecologically valuable.

Inadequate Public Notice

Residents received minimal notice of this proposal, denying the community meaningful opportunity to respond to a development that significantly impacts our neighborhood's character.

Request for Action

I respectfully urge you to deny this subdivision application. If the Commission is inclined to approve any development, I request:

1. Restrictions on tree removal with mandatory replacement ratios
2. Strict setback requirements to protect the ravine
3. Height and mass limitations for any new construction
4. Extended public comment period given the inadequate initial notice

This area's historic and environmental character deserves protection, not compromise.

Sincerely,

Kelsey Gonzalez
126 Central Avenue
[redacted]

Wendy Binstock Rush
116 Central Ave.
Highland Park, IL 60035
[redacted]
January 6, 2026

Dear Members of the Plan and Design Commission,

I am writing to express my concerns regarding the proposed plan to split the lot located at 147 Central Ave. Highland Park, IL 60035 into two parcels for the construction of two houses. While I understand the need for housing development in our community, I believe this particular proposal poses several issues that warrant careful consideration.

1. Impact on Neighborhood Character
The proposed development threatens the character and aesthetics of our neighborhood. Our community is known for its spacious lots and green spaces, which contribute to the overall quality of life for residents. Introducing two houses on a single lot would significantly alter the visual landscape and could lead to further requests for similar developments, ultimately changing the neighborhood's character.
When I chose to live in this area, it was for the quaint, quiet charm that Highland Park is known for. It is important to retain the historical nature of our neighborhood. We have seen historic artifacts, like the bridge, torn down, and we must not let further developments erode our community's heritage. In fact, the existing house at 147 Central Ave has historical significance, reportedly built around 1870 by the second mayor of Highland Park. Even keeping the existing house, adding a second house on this lot changes the history of the neighborhood.

2. Infrastructure Strain
The existing infrastructure, including roads, utilities, and public services, could potentially be strained with the increased demand that additional households would create. This could lead to issues such as traffic, limited parking, and strain on local services, which could negatively affect the quality of life for current residents.

3. Environmental Concerns
The lot in question contains mature trees and natural habitats that could be disrupted by new construction. Preserving these areas is essential not only for local wildlife but also for maintaining the ecological balance in our community. The potential loss of green space could contribute to increased flooding and air quality issues, further impacting residents' health and well-being.

4. Community Input and Transparency
I urge the council to consider the importance of community input in this matter. Many residents may not be aware of the proposed changes, and it is crucial to engage the community in discussions about potential developments that may affect their homes and lives.

In light of these concerns, I respectfully request that the council reconsider the proposal to split the lot into two parcels. I believe that it is vital to prioritize the interests of current residents and the preservation of our community's character and environment.

Thank you for your attention to this matter. I look forward to the opportunity for further discussion and am hopeful that the council will take these concerns into account.

Sincerely,

Wendy Binstock Rush
Trustee, Wendy Binstock Revocable Trust
[redacted]

STATEMENT FOR THE RECORD

PDC Meeting | 147 Central Avenue | April 21, 2026

PUD#2025-00081

My name is Kelsey Gonzalez. I will be brief.

If you read only tonight's staff drafted findings, you missed three things that matter before any vote is taken.

One. The HPC recommended denial of this subdivision, unanimously, finding that the open space and estate setting are themselves historic resources, and that any construction on Lot B will *"fundamentally diminish the estate's setting."* Staff's draft finding on Historic Resources says only that the subdivision "preserves the primary residential structure." That is not what the HPC found. Those are not the same thing. A finding that ignores what the HPC unanimously determined is a gap in the record, not a resolution of it.

Two. Staff's finding on landscape preservation states in its entirety that the development *"satisfies this standard."* No analysis. No mention of the City Forester's documented warnings about tree mortality and erosion from construction at this ravine edge for such a large development. The City's own Forester raised those concerns in a January meeting. They are in the record. They are not in the draft findings.

Three. The token $2,500 public benefit offering from the applicant has quietly disappeared. Staff now finds no public benefit is required at all. This commission is being asked to permanently subdivide Highland Park's oldest landmarked estate, over unanimous HPC opposition, with nothing offered to the public in return. Not even a token gesture.

The HPC gave you the answer. What it also did, by leaving the door open to setback conditions, is hand this commission a procedural fig leaf. I want to name that directly, on the record.

You cannot make an inappropriate action appropriate by measuring it more carefully.
No setback condition, no COA requirement, no technical amendment changes what is actually happening here: the permanent subdivision of a 150 year old landmarked estate that the HPC unanimously voted in a 7-0 legally binding decision, should not be subdivided, with the City Forester's environmental warnings absent from the findings, and no public benefit of any kind on the table.

That is the record being built tonight. Not the setback numbers. Not the driveway location. The record that this commission overrode the City’s own preservation

process, with incomplete findings, omitted evidence, and no public benefit, at the permanent expense of one Highland Park's oldest and most recognizable landmarks and the community that depends on what it represents.

Highland Park sells itself, its property values, its $2 million condos, its premium real estate market, on the story of what this community is. Historic estates. Ravines. Character that cannot be manufactured or replaced. **You cannot keep selling the story while approving the destruction of what makes it true.**

Long after tonight's proceedings are forgotten, Highland Park will be telling the story of this vote. Either: *"When they came for the oldest estate in town, after the Central Avenue bridge was already gone, after the HPC voted unanimously to protect the whole estate, after the Forester warned about the ravine, the people in that room held the line."*
Or the other story. The one where 150 years of survival ended because an owner had trouble selling at a premium after one year, and the people in that room decided incomplete findings and no public benefit were good enough.

That story will outlast every one of you. Tonight you choose which one gets told.

You can build anywhere. You can only destroy this once. And everyone in this room will be remembered for which one you chose tonight.

Vote no. Unambiguously. Without conditions that invite the subdivision through the back door.

Kelsey Gonzalez | 126 Central Avenue, HP| Submitted for the official record | April 21, 2026

[EXTERNAL EMAIL]

My name is Barbara Lansing and I strongly oppose the subdivision 147 Central Ave. I have lived NEXT DOOR at 175 Central Ave for over 34 years!

They tried to subdivide this property previously and it was voted down.

This has already been decided. Why can it be opposed again? The city landmarked the entire property in 1985. The Cornelius Field House has been a 4.1-acre estate since 1875. If you allow this to be challenged then all historic properties can be challenged and the unique market asset of Highland Park will be gone!

Subdividing this property will diminish the value and appeal of the Central East properties. It destroys the character that we have tried so hard to maintain and protect.

The facts are straightforward. The Cornelius Field House, built in 1875 by Highland Park's second mayor, is the oldest home in the city. It has been landmarked since 1985, intact on its original 4.1 acres for 150 years, and is a contributing property to a federally listed National Register Historic District. In 2019, the Federal Highway Administration formally committed to protecting this specific property from adverse effects.

The developer's argument is that the resulting lots would still exceed minimum size requirements. That is true. It is also true that a developer could knock down a Frank Lloyd Wright house and build something code-compliant. Meeting a minimum is not the same as protecting what makes a place valuable.

Buyers pay Highland Park prices because of exactly properties like this one. You will destroy the value of my property if you do agree to this. Once the lot is subdivided you will have destroyed the character of 150 year old tradition that makes Highland Park historical!!!!!

PLEASE vote NO!!!!

Barbara & David Lansing
175 Central Ave

Burhop, Karl

Subject: FW: Subject: May 5 PDC Vote: Protect Highland Park's Market Value, Deny 147 Central Subdivision

From: Julie Ehrlich < >
Sent: Monday, May 4, 2026 4:17 PM
To: Neukirch, Ghida <gneukirch@cityhpil.com>
Subject: Subject: May 5 PDC Vote: Protect Highland Park's Market Value, Deny 147 Central Subdivision

[EXTERNAL EMAIL]

Dear Ghida,

Please share and forward today to PCD and City Council and Karl Burhop and Joel Fontaine.

Highland Park's reputation as a premier North Shore community rests on one thing competitors cannot replicate: authentic historic character. Subdividing 147 Central Avenue chips away at that foundation.

PDC should take into account the following facts:

One. The Cornelius Field House is the oldest home in Highland Park, built in 1875 by the city's second mayor, landmarked since 1985, and federally recognized as a contributing property to a National Register Historic District.

Two. The Historic Preservation Commission voted 6-0 in January that subdivision would significantly damage the property's historic significance, and found that the estate's original gateposts, iron fencing, and carriageway on the proposed new lot independently qualify for landmark protection.

Three. If this subdivision is approved, every landmark property owner in Highland Park with a large lot now has a roadmap to subdivide. The precedent affects 76 local landmarks and 163 National Register contributing properties.

Please vote no to setting a harmful precedent. Protecting this property protects Highland Park's brand. My husband and I moved to Highland Park mainly because of the truly astonishing variety of historic architecture. The city has a responsibility to protect the treasure trove of designated historic buildings.

Thank you,
Julie Ehrlich
196 Central Avenue
Highland Park IL 60035

[EXTERNAL EMAIL]

Dear Ms. Neukirch,

Please share and forward today to PCD and City Council and Karl Burhop and Joel Fontaine

I am a Highland Park resident writing in opposition to the subdivision of 147 Central Avenue.
Highland Park's historic estate character is not sentimental. It is a market asset. It is why buyers choose Highland Park over Northbrook, over Deerfield, over any number of communities with newer homes and lower price points. The intact estates of the Central East area are a core part of what makes Highland Park command the prices it does.

The Cornelius Field House has been a 4.1-acre estate since 1875. The city landmarked the entire property in 1985. The Historic Preservation Commission voted 6-0 in January 2026 that subdivision would significantly damage its historic significance. The federal government required this specific property be protected from adverse effects as recently as 2019 and the Highland Park has continually promoted it as an important landmarked and Nationally eligible historic property.

Subdividing it to build a 15,000 sq. ft. second house does not add value to Highland Park. It signals to the market that our most protected historic properties are negotiable. That signal has consequences for every estate property in the city, regardless of acreage. It sets a bad precedent.

Please vote to deny this subdivision on May 5. The oldest house in Highland Park, on its original lot, is worth far more to our community wholly intact, as it was originally landmarked.

Sincerely,
Lynn Froy
296 Prospect Ave.
Highland Park, Illinois 60035

Sent from my iPhone

Burhop, Karl

Subject: FW: PDC May 5 Hearing: 147 Central Avenue Subdivision Undermines Highland Park's Competitive Advantage

-----Original Message-----
From: Roberta Mocogni < >
Sent: Tuesday, May 5, 2026 11:58 AM
To: Neukirch, Ghida <gneukirch@cityhpil.com>
Subject: PDC May 5 Hearing: 147 Central Avenue Subdivision Undermines Highland Park's Competitive Advantage

[EXTERNAL EMAIL]

Dear Ms. Neukirch,

Please share and forward today to PCD and City Council and Karl Burhop and Joel Fontaine.

Highland Park competes for residents and investment against dozens of North Shore communities. What differentiates this city is its preserved historic fabric, intact estate properties, and the credibility of its landmark protections. Subdividing 147 Central Avenuedamages all three.

The facts are straightforward. The Cornelius Field House, built in 1875 by Highland Park's second mayor, is the oldest home in the city. It has been landmarked since 1985, intact on its original 4.1 acres for 150 years, and is a contributing property to a federally listed National Register Historic District. In 2019, the Federal Highway Administration formally committed to protecting this specific property from adverse effects.

The Historic Preservation Commission voted unanimously that the subdivision would significantly harm the property's historic significance. The Commission identified the historic gateposts, original wrought-iron fencing, the carriageway driveway, and the estate setting on the proposed new lot as independently satisfying landmark criteria. Staff's own January memo concluded the entire 4.1-acre parcel is a "Regulated Historic Structure in its entirety."

The applicant's attorney is now arguing that only the building and parts of the estate like fenceposts, not the land, was ever protected. That argument requires the Commission to disregard its own January findings, forty years of city practice, and staff's own written conclusions.

The PDC should decline to do so. Granting this subdivision tells every potential buyer, investor, and business considering Highland Park that landmark designation is negotiable when an owner finds the property inconvenient to sell. That precedent costs the city far more than one subdivision gains.

Please vote to deny on May 5.

Respectfully,
Roberta Mocogni
330 Temple Ave
Highland park IL

Burhop, Karl

Subject: FW: Cornelius Field House

From: Danny Kahn < >
Sent: Monday, May 4, 2026 2:15 PM
To: Neukirch, Ghida <gneukirch@cityhpil.com>
Subject: Cornelius Field House

[EXTERNAL EMAIL]

Dear Ghida:

As you may know, I've been active in HP Historic Preservation for many years and presided over the landmarking of 405 Sheridan – which process was affirmed *unanimously* by Highland Park's City Council. That bold preservation effort resulted in retaining one of the North Shore's last remaining grand estates.
I am concerned and disappointed by Highland Park's degrading commitment to continuing that effort. Many historic homes continue to be lost to redevelopment.

Regarding the Cornelius Field House, I understand it is HP's oldest house and was landmarked in 1985. It is also part of a National Register Historic District. I firmly believe that the House should be retained in perpetuity and am aware that HPC considered the request and decided that both the House and the Property were historic and significant and thus should be preserved as such. *I* would also like to see both the House and the original, also historic, *and also legally landmarked* Property maintained in its current size. It contributes significantly to the nature of the house, both by its size, and the outbuildings it contains.

It was never the intent of any of the elements of Highland Park's Historic Preservation ordinance to impose undue burdens on a fellow Highland Park resident and property owner. However, there is nothing in the Landmarking Ordinance that permits an owner of a Landmarked property to drop the landmarking if they can't sell the Property at the price they want to sell it. At the "right" price, everything will sell! That said, the Property has been on the market for a long time and does not seem to be able to attract any buyers. While the asking price is prima facia higher than the market will bear for that specific house, it is not a totally unreasonable price for a property that size.

When we embarked on the project to save 405 Sheridan, HPC decided that although both the Howard Van Doren Shaw house and the Jens Jensen landscaping were historically significant and HPC passionately sought to retain both. However, our consensus was that if we had to bend, we were prepared to lose the house in order to retain the landscape. This would have involved restricting the size, position, and number of residences that would have been allowed on the Property but still would have allowed the main house to be demolished, and the historic Property subdivided. In the end, we were fortunate that a single buyer came forward to buy the entire property and restore both the house and the Landscaping to their historic glory.

In the case of the Cornelius Field Property, I support letting the subdivision go forward but let it happen in a way that will ensure the survival of the House, and some contextual Landscaping. It should be noted that merely subdividing the Property does not remove the Landmarking from the Property. The newly created buildable lot will still be Landmarked. Thus, the design of a new structure on it would fall under the purview of Historic Preservation. Our Ordinance still has specific criteria as to how additions and modifications may be made to Landmarked houses, and these can include large and significant additions. Allowing HPC to assist a new owner in shaping what is built so as not to decimate the feel of the original Property would facilitate a reasonable compromise. And the high value of the Lakefront lot will allow the less desirable parcel containing the house (which I understand needs massive restoration) to be sold at a price level that *will* attract a buyer.

Please do not allow a subdivision that doesn't retain the Landmark status of the new lot and ensure that whatever is built there doesn't violate the spirit of what Mr. Field initially created. Please do NOT continue to dilute Highland Park's tradition of commitment to historic Preservation.

Sincerely,

Daniel Kahn
Lifelong resident of Highland Park, and former chair of HPC

[EXTERNAL EMAIL]

Dear Ms. Neukirch,

Please share and forward today to PCD and City Council and Karl Burhop and Joel Fontaine.

I'm writing in opposition to the subdivision of 147 Central Avenue. I live in Deerfield but spend a lot of time in Highland Park and really love the architecture.

Please share and forward today to PCD and City Council and Karl Burhop and Joel Fontaine.
I am asking the PDC to deny the proposed subdivision at the May 5 hearing.
Here is the case in plain terms. Cornelius Field built this house in 1875, six years after Highland Park was incorporated. He was the town's second mayor and helped design the community's early development. His 4.1-acre estate has never been divided. The city landmarked it in 1985. The Historic Preservation Commission voted 6-0 this past January that splitting it would cause significant historic damage. Federal agencies required it be protected as recently as 2019.

The developer's argument is that the resulting lots would still exceed minimum size requirements. That is true. It is also true that a developer could knock down a Frank Lloyd Wright house and build something code-compliant. Meeting a minimum is not the same as protecting what makes a place valuable.

Buyers pay Highland Park prices because of exactly this kind of property. Once the lot is divided and a second house is built, that is permanent. There is no restoring a 150-year-old estate configuration once it is gone.

I hope you will vote no.

Thank you,

Melinda Strauss
1745 Portage Pass
Deerfield, IL 60015

Burhop, Karl

Subject: FW: Cornelius Field House, 2
Attachments: Library Document Station.pdf

From:
Sent: Monday, May 4, 2026 3:42 PM
To: Neukirch, Ghida <gneukirch@cityhpil.com>
Cc: Julie Ehrlich < >
Subject: Fw: Cornelius Field House, 2

[EXTERNAL EMAIL]

HI,
Note that the Cornelius Field House is connected to the oldest house in Chicago, The Clarke House..."now still standing"....!!!!
A BIG DEAL.
Mary



1 147 Central Avenue

Highland Park Building Company director Cornelius Field built this house for himself. The mixture of design elements suggests it was built in two sections. Photographs show it had attained its present size by 1896. During the 1880's it served as a boy's school but in 1899 it was purchased by Henry B. Clarke, whose grandparents built the oldest house now standing in Chicago. It has been a private residence ever since.



2 326 Central Avenue

This Italianate house built in 1871 is now the headquarters of the Highland Park Historical Society. It was donated to the Society during Highland Park's Centennial in 1969 by Jean Butz James, in whose honor the Society Museum is named. Fabricated of native bricks made in Highland Park brickyards, it is one of the speculative houses built by the Highland Park Building Company during the period.

Included on the property is the Walt Durbahn Tool Museum, named for the Highland Park High School Industrial Arts teacher who left the Society his fine collection of tools.

City of Highland Park

Memorandum

Date: April 21, 2026

To: Plan and Design Commission

From: Historic Preservation Commission

Subject: 147 Central Avenue – Written Report to Plan and Design Commission

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Background.

On January 8, 2026, the Historic Preservation Commission ("HPC") considered the impact of the proposed Planned Development on the Historically Significant property located at 147 Central Avenue.

This matter is before the HPC because the Director of Community Development has determined that the property at 147 Central Avenue is a Historically Significant property, as it is a Local Landmark.

The HPC is required to provide a non-binding recommendation to the Plan and Design Commission per Sec. 150.530(E)(2) of Code.

Sec. 150.530(E)(2) of Code states the Historic Preservation Commission shall

> (a) Review the potential impact of the proposal on the historically significant property, and
>
> (b) Submit a written report of its findings to the Plan and Design Commission and the City Council.

The Historic Preservation Commission's report is an important part of the Plan and Design Commission's consideration of whether the Sec.150.520(C) Planned Development standard[1] is met as part of its PUD recommendation to City Council. The Applicant for a Planned Development must demonstrate that the proposed Planned Development satisfies and incorporates, to the greatest extent practicable, the design standards in Sec. 150.520.

Concurrent Landmark Removal Consideration.

The HPC concurrently considered a request to remove the landmark designation from Lot B in accordance with Sec. 24.025(H) of Code. At the March 12, 2026 Meeting the HPC made a determination of significance using the Landmark Criteria listed in Sec. 24.015 of Code. By unanimous vote, the HPC moved that Lot B satisfies Landmark Criteria 1, 3, 4, and 7, and has sufficient integrity of design.

[1] Sec. 150.520(C) *Historic Resources.* "The Planned Development shall preserve all (1) locally designated landmarks, and (2) properties, structures, areas, objects, and landscapes determined to be historically significant by the Historic Preservation Commission in accordance with Chapters 24 or 170 of the Code."

The Plan and Design Commission should consider if the HPC's determination of historic significance on March 12, 2026 aligns with the Historic Resources standard in Sec. 150.520(C).

The following is intended to be the required Report of the HPC with its findings and recommendations, per its deliberations[2] on the January 8, 2026 Regular Meeting, March 12, 2026 Regular Meeting and April 15, 2026 Special Meeting.

[2] The HPC was set to consider the item at the Feb. 12, 2026 meeting as well, but the applicant requested a continuation.

Findings.

At the Jan. 8, 2026 Regular Meeting, the HPC concluded:

> *"The subdivision of the lot would significantly impact the historical significance of the property at 147 Central Avenue based on the historic fence, columns that make-up the gate, relocation of the new driveway and its impact on the curb appeal, and the growing density of the lot."*

Specifically, the HPC finds that the wrought-iron fence and the gateposts are among the historic resources of the property, and that the Planned Development would negatively impact each of them as follows:

- Wrought-Iron Fence Element
    - The HPC finds that the wrought-iron fence is associated with a notable person (Cornelius Field), embodies the Victorian landscape style, is identifiable as the work of a notable builder (Cornelius Field), and embodies detailing that renders it visually significant. The wrought-iron fence is an established visual feature of the property. Furthermore, the wrought-iron fence retains sufficient integrity of location, design, materials, and workmanship.
    - The HPC finds that the Planned Development will disrupt the historic wrought-iron fence located along the front lot line. In order to create a new driveway the applicant will have to disrupt the continuity of the historic wrought-iron fence. The HPC is opposed to the destruction of the fence to make room for a new driveway and notes that a shared driveway could aid in preserving the historic fence.
- Gatepost Elements[3]
    - The HPC finds the gatepost elements (base and finials) are associated with a notable person (Cornelius Field), embody the Victorian landscape style, are identifiable as the work of a notable builder (Cornelius Field), and embody detailing that renders them visually significant. The gatepost elements are an established visual feature associated with the property. Furthermore, the gate elements retain sufficient integrity of location, design, materials, and workmanship.

[3] The gatepost is located in the public-right-of-way. The HPC discussed the gatepost because the PDC has the ability to consider off-site impacts.

- The HPC is concerned that the Planned Development will result in the loss of the gateposts. The gateposts contain important historic elements, and have a connection to the original property owner, Cornelius Field.
- At the Jan. 8, 2026 meeting an architect representing the property owner offered that the gatepost could be preserved, if that is the preference of the Commission. The HPC would like the applicant to pursue the option to preserve the historic gateposts.

- Driveway Element
  - The HPC finds the driveway element is associated with a notable person (Cornelius Field), embodies the Victorian landscape style, is identifiable as the work of a notable builder (Cornelius Field), and exhibits elements of design that render it visually significant. The driveway element is an established visual feature of the property. Furthermore, the driveway element retains sufficient integrity of original location.
  - The HPC finds that the placement of the current driveway is another element of this historic resource, and therefore is opposed to changing the driveway's placement. Requiring a shared driveway easement would preserve the driveway placement element of this property.
- Estate Setting Element
  - The HPC finds the estate setting is associated with a notable person (Cornelius Field), embodies the Victorian landscape style, and is identifiable as the work of a notable designer (Cornelius Field). The estate setting is an established visual feature of the property. Furthermore, the estate setting retains sufficient integrity of location and design.
  - The HPC finds that the open space on the property contributes to the estate setting of the Cornelius Field Property, and is integral part of this historic resource worth preserving. The proposed Planned Development will increase the density of the property and will fundamentally diminish the estate's setting.

Recommendation. [4]

- The HPC recommends denial of the proposed Planned Development on the basis that the proposed plan will irreversibly alter the property's historic site setting.
- The HPC further emphasizes that the open space on the property contributes to the estate setting of the Cornelius Field Property, and is an integral part of the historic resource. The HPC finds that allowing the construction of any structure on Lot B will create more density and detract from the property's historic significance.
- Although the HPC does not recommend approval, should the Planned Development be approved, the HPC further recommends the following conditions:
    1. That the Plan and Design Commission require an 80 ft. side yard setback on the west side of the proposed Lot B.
    2. That any new structure on the proposed Lot B not exceed the height of the Cornelius Field House.
    3. That the Plan and Design Commission require the preservation of the gateposts, the wrought-iron fence, the heritage trees, and use of the driveway in its existing location with no additional driveway as conditions of approval.
    4. Prohibit additional zoning relief related to Lot B.

Important Regulatory Note. Any construction on a newly created Lot B will be a Regulated Structure and require a Certificate of Appropriateness from the HPC per Sec. 24.030 of Code. [5]

Historic Preservation Commission Consideration.

Attachments 1-3 are the meeting minutes from the Jan. 8, 2026 HPC Regular Meeting, and March 12, 2026 Meeting, as well as the draft minutes from the **April 15, 2026 HPC Special Meeting**. ***Attachments 4-5*** are written public comment submitted to the HPC.

[4] The Commission unanimously agreed to recommend denial of the Planned Development. However, the specifics of the HPC's final recommendation were adopted by a 4-3 vote. Two dissenting Commissioners favored more restrictive yard setbacks as conditions, if the Planned Development be approved. The other dissenting Commissioner was adamantly against recommending any conditions of approval. The entire discussion is available in the attached DRAFT April 15, 2026 Meeting Minutes.

[5] COA applications for new construction are reviewed using "*Criteria for Certificate of Appropriateness for New Construction"* found in Sec. 24.030(C) of Code.

Attachments

1. 1.8.26 HPC Regular Meeting Minutes
2. 3.12.26 HPC Regular Meeting Minutes
3. 4.15.26 HPC Special Meeting Minutes
4. Public Comment Submitted to HPC 1.8.26
5. Public Comment Submitted to HPC 2.12.26

MINUTES OF A REGULAR MEETING
HISTORIC PRESERVATION COMMISSION
OF THE CITY OF HIGHLAND PARK, ILLINOIS

MEETING DATE: Thursday, January 8, 2025

MEETING LOCATION: Council Chambers, City Hall, 1707 St. Johns Avenue, Highland Park, IL

CALL TO ORDER

At 6:32 p.m., Acting Chair Greenbaum called the meeting to order. This Commission meeting takes place on-site. Staff was asked to call the roll.

ROLL CALL

Commissioners Present: Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, Pines, & Portman

Commissioners Absent: Chairperson Weeder

Councilmember Present: Blumberg

Student Council Absent: Koslow

Staff declared that a quorum was present.

Staff Present: Coleman & Markle

Guests Present: Scott Simpson, Partner/Scott Simpson Design + Build
Cal Bernstein, Attorney/Samuels & Bernstein
Greg Moyer, Founder/Moyer Properties
Julia Jonas, Resident/Historian

Others Present: Gale Cerabona, Recorder

APPROVAL OF MINUTES

Regular Meeting of the Historic Preservation Commission – December 11, 2025

Commissioner Gonka moved to approve the regular meeting minutes of December 11, 2025. Commissioner Pines seconded the motion.

On a voice vote
Voting Yea Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

SCHEDULED BUSINESS

1. Final Consideration of Landmark Designation Recommendation – 3135 Priscilla Avenue

Planner Markle offered a presentation:

- Landmark Designation Process
- Summary
    - H.W. Kadell House
    - built in 1941
    - architect is George Fred Keck of Keck and Keck
    - Contemporary style
- Existing Conditions were shown
- Previous Consideration
    - criteria 1, 4, 5, & 6
- Findings of Fact
    - integrity is met
- Additional Information
    - 30 Keck homes in Highland Park
    - 12 received a Significant rating
- Landmark Criteria were reviewed
    - passive solar, radiant heat
- Recommendation

Commissioner Gonka moved that the property at 3135 Priscilla Avenue satisfies Criteria #1, 4, 5, and 6 with sufficient integrity of design, and a recommendation that City Council adopts a Landmark Designation Ordinance. Commissioner Ehrlich seconded the motion.

On a roll call vote

Voting Yea: Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, Pines, & Portman

Voting Nay: None

Staff declared that the motion passed unanimously.

2. Determination of Historic Significance – 1375 Sheridan Road

Planner Markle offered a presentation:

- Churchill House
- Significant Rating in Central East survey
- Colonial Revival style
- Built c. 1919
- Architect is Robert Seyfarth
- Property History was reviewed
- Architecture
    - alterations – roof replacement in 2022, possible rear addition
- Elevations were shown
- Landmark Criteria were illustrated
- Impact of Historic Findings
- Recommendation

Petitioner, Scott Simpson, Partner at Scott Simpson Design + Build, said the integrity of the structure is a concern as well as making this code compliant (leaky basement, foundation made of terracotta tubes); would be a major project to bring this back.

Some HPC comments are…..

- Commissioner Hartinger asked if:
  - this is as close to original as possible. Planner Markle said much of the exterior material is original. Mr. Simpson shared that the interior/bathrooms have been altered. Kitchen is from the 1950s.
  - the windows are original. Mr. Simpson said he is unsure. He noted the windows or doors don't operate.
- Commissioner Ehrlich said it is a classic site for the house. The architect is famous.
- Commissioner Gonka believes Criteria #3 applies.
- Commissioner Portman believes Criteria 1, 3, 4, 5, and 6 apply. He explained the owner, James Hart, is the son of Max Hart of Hart Schaffner Marx. A labor dispute resulted in the first labor union in America. Planner Markle stated the obituary of the father, Max Hart, was distributed. They noted additional material is available.

Commissioner Gonka moved that this house meets Criteria #1, 3, 4, 5, 6, and has sufficient integrity and design. Commissioner Ehrlich seconded the motion.

On a roll call vote
Voting Yea Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, & Portman
Voting Nay: Commissioner Pines

Staff declared that the motion passed 5-1.

3. <u>Recommendation to the Plan and Design Commission/PDC Regarding a Planned Unit Development/PUD – 147 Central Avenue</u>

Planner Markle gave a presentation:

- Commission Consideration Required
- Review of Historic Record
- Summary
  - Field property
  - Significant rating in the Central East Survey from 2020
  - Gothic Revival/Italianate style
  - built c. 1875
  - architect is Highland Park Building Company
  - proposing to subdivide into two parcels
- Site Context
- Site Plan (Lot 1 & Lot 2)
- Prior PDC Consideration – January 6, 2026
  - removing driveway on Lot 2, creating driveway on Lot 1
- Photos were shown
  - 123+ square-foot setback from street

Staff asked if anyone from the public wishes to speak. The following came forward:

- Kelsey Gonzalez stated she lives across the street and noted it is part of the National Historic District. Planner Markle said this is a local landmark. Ms. Gonzalez said this is not typical. This is the oldest house in Highland Park and lived in by the second Mayor. The estate is proposed to be destroyed to preserve the home. This should be highly considered. This house is on a tour route. She doesn't want a precedent set and hopes this is not delandmarked.

Senior Planner Coleman advised this case is not regarding delandmarking.

Commissioner Ehrlich disclosed that he lives within 400' of this house. He consulted Corporation Counsel and was advised he could participate in this matter.

Staff asked if anyone in the audience wishes to speak. The following came forward:

- Tom Corning:
  - asked if one lot would not be landmarked if these parcels are subdivided. Planner Markle said Lot 2 would not be landmarked any longer.
  - asked how many dwellings could be built. Senior Planner Coleman stated one, as it is a single-building lot.
  - appreciates the owner retaining the structures. He would like an Italianate structure to keep the historic character. Mr. Corning noted the driveway is problematic.
- Jim Fraerman stated he is a former Chair of the HPC and won awards for preservation. He advised the subdivision retains the historic structures on Lot 1. Lot 2 only has the gate that is historic. Mr. Fraerman has no objection. Regarding two driveways, that would impede onto a Heritage tree. Another tree is huge. The porte cochere is on the west side of the house. He hopes the view is not compromised for neighbors. Both parcels have significant restrictions (ravine, significant buffers).

  Commissioner Ehrlich said the fence along the front of the house is also historic. Mr. Fraerman stated he doesn't know the relative integrity of the Field House.

Some HPC comments are…..

- Commissioner Ehrlich has an issue with the second driveway, as it will compromise the slope. He noted the ravine is behind the house on a sloping angle; there may be more restrictions; There is a vacant house. The landmarking could be removed later; could destroy the value of the house. It's a unique National Historic area.

  Councilmember Blumberg said there are significant restrictions that are in no Commissions' purview. There is a Steep Slope Zone/SSZ. The structures are landmarked. He explained delandmarking. The HPC cannot consider what may be built on Lot 2. The matter before the HPC is a nonbinding recommendation to the PDC.

- Commissioner Gonka asked when this property was landmarked. Senior Planner Coleman said 1985.

  Councilmember Blumberg said there was a similar circumstance. He provided background on subdividing from the other case.

- Commissioner Ehrlich asked if the HPC should be considering anything regarding this being a National Historic District. He said the other case had a second street and alley access. Councilmember Blumberg expounded on that farm house. He noted, in the end, the lot was subdivided.

- Commissioner Portman asked if that was a Historic property or in a Historic District. Councilmember Blumberg stated it was a regulated structure. Planner Markle expound on 326 Central Avenue. They noted thorough documentation was found regarding the buildings of Lot 1 on this project.
- Acting Chair Greenbaum:
    - said it is a stately house. The property attached to it enhances it. If the subdivision is allowed, it will lose the charm.
    - asked if there are a lot of trees. Planner Markle said this has nothing to do with landmarked design.

Mr. Bernstein noted this is such a large lot, it triggered a PUD. The property at 326 Central Avenue did not go through this process. This is a unique situation. The COA should have come before the HPC to add a regulated fence. Planner Markle referenced a footnote and explained same. The fence and gate were added after the property was landmarked.

Commissioner Ehrlich advised the new fence was installed as a result of the bridge for safety reasons.

Mr. Bernstein shared what was landmarked. The Resolution approved that the house was landmarked in 1985. The house and other certain area/properties (Stupey Cabin) on the land were landmarked. Subsequent to 1985, two COAs were sought for a Coach House and a Guest House. He stated there is no evidence, since 1985, that the HPC or City Council extended landmarking to Lot 2. The house and landscape design at 405 Sheridan is landmarked.

More HPC comments are…..

- Commissioner Ehrlich said there are 3-4 structures on one side. When a house is landmarked, typically a lot is as well.

  Councilmember Blumberg stated, regarding the determination at Linden & Central Avenues, the landmark was specific to the structure. It only applies typically to the structure.

- Commissioner Gonka said some people come forward themselves to landmark a house (without an attorney). The repositioning of the driveway changes the curb appeal of the land. He wondered if a permit was issued for the fence. Senior Planner Coleman said it was part of the bridge repair, so a permit was issued.
- Commissioner Ehrlich said the other case may not have set a precedent for future matters.

  Mr. Bernstein noted this is in the R4 district which has strict zoning. He expounded on the overlay zone, etc. The two lots are almost 90,000 square feet; no lot is similar, so it won't create a precedent. They are complying, and this is consistent with the Master Plan. Mr. Bernstein stated a shared driveway is problematic. The site plan was illustrated, and the setback was discussed. He noted they considered having 3 lots on this property. The existing home has an $80,000 tax bill. This limits the home sale. Subdividing will create interest in marketing the home for sale; more attainable. They want to see it maintained.

- Commissioner Gonka said that would give a current concession to the owner.
- Commissioner Ehrlich said an argument could be made that the lot, as is, could be more saleable. Mr. Bernstein shared they are trying to make Highland Park better.

- Commissioner Portman commented the driveway is not the only thing that's important. He read the Ordinance in 1985 (4 houses, Stupey Cabin; subject properties). Mr. Bernstein reminded the PDC is seeking the HPC's advisory opinion. He noted code language in 1985 may have been used interchangeably.
- Acting Chair Greenbaum asked, and Planner Markle said the PDC should discuss the driveway.
- Commissioner Portman asked if the driveway could be shared. Mr. Bernstein said the existing driveway will serve Lot 1, and a new driveway will be built on Lot 2.

  Councilmember Blumberg remarked his function as a Liaison is to bring policy to the HPC.

- Commissioner Ehrlich believes they need to review the entire estate.

Mr. Greg Moyer, Founder with Moyer Properties, stated the owner doesn't live in the home. It's been on the market for a year. People love the property. It's not saleable. This is a reasonable way to market a house that is historic. One can barely see the other lot. It could sit there for another year.

Additional HPC comments are…..

- Commissioner Portman said this is a Historic Preservation Commission (created in 1985). When he walks east on Central Avenue, the house has unbelievable characteristics. What strikes him is the estate; preserving the entirety of the lot. He would vote no to subdivide based on the merits before the HPC.
- Commissioner Gonka said the entire property/PIN # was landmarked. Subdividing and moving the driveway changes that. The shape of the driveway and fence is historic.
- Commissioner Portman concurred and would like to preserve the property. He would like to see a shared driveway that splits off to both houses.
- Commissioner Pines is not bothered by the relocation of the driveway. If being more affordable makes it saleable, he is for it. An architectural effort needs to occur on the new house. He would like to see the lot line move further to the east.
- Commissioner Ehrlich thought initially the house would be too close to the lot line. He is unsure what would enhance this. It is more valuable as one large estate. A singular driveway is not as saleable. Commissioner Ehrlich is opposed to disturbing the driveway, etc. The other aspects need to be considered.
- Commissioner Hartinger believes there are good things and bad things on both sides.

Commissioner Gonka asked if a motion should be crafted that a subdivision would have a significant impact on the historic nature of the site. Mr. Bernstein read the Staff Report, and noted a Planning Report is the next step. Councilmember Blumberg asked that anyone who speaks gets recognized by the Chair. Senior Planner Coleman clarified what the motion should be.

Commissioner Gonka moved that the subdivision of the lot would significantly impact the historical significance of the property at 147 Central Avenue based on the historic fence, columns that make-up the gate, relocation of the new driveway and its impact of the curb appeal, and the growing density of the lot. Commissioner Ehrlich seconded the motion.

On a roll call vote

Voting Yea Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, Pines, & Portman

Voting Nay: None

Staff declared that the motion passed unanimously.

4. Preliminary Consideration of Partial Landmark Designation Removal – 147 Central Avenue

Planner Markle offered a brief presentation:

- Partial Landmark Removal of Lot 2
- Summary of Application
- Site Plan, Photos were shown (no structures; driveway/gate)
- Prior Designation
- Recommendation

Ms. Julia Jonas, Historian, noted she was a docent at this house in 2016. She provided history (pineapple on gate post, owner was a gentleman farmer, had two bedrooms, circular driveway so horses could go forward). This Field House and 4-acre property was placed on the Chicago Watch List. The property slopes down with a view of the ravine. The house may have been built in 1870.

Mr. Bernstein explained this should be considered as if the subdivision occurred. Historic features are located on Lot 1, not on Lot 2. Criteria wouldn't apply to Lot 2; vacant lot.

Some HPC comments are…..

- Commissioner Ehrlich said the HPC could wait until it is known if the lots will be subdivided; it's a hypothetical. Planner Markle said Staff was advised by Corporation Counsel that it is appropriate to discuss both issues together. Mr. Bernstein said they were directed by Staff & Corporation Counsel to bring this forth as the process.
- Acting Chair Greenbaum said, due to keeping the lot as one estate, this is not worth the discussion. Senior Planner Coleman said an Application was submitted and must be reviewed for Lot 2.

  Councilmember Blumberg said, procedurally, decisions could occur. He noted the options are to delandmark Lot 2, not to delandmark Lot 2, or if there is no motion at all, the matter would fail. Planner Markle said this action ends with the HPC (and does not go to City Council) if the Commission does not recommend landmark removal.

Staff asked if there is anyone in the audience who wishes to speak on this matter. The following came forward:

- Kelsey Gonzalez asked why there are two motions. She doesn't understand the logic. If it was deemed this should not be subdivided, how can delandmarking occur? Ms. Gonzalez noted the Lakefront landmark would be destroyed.

Commissioner Pines moved to continue this matter to the next HPC meeting. Commissioner Portman seconded the motion.

On a roll call vote

Voting Yea Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, Pines, & Portman

Voting Nay: None

Staff declared that the motion passed unanimously. A report will be drafted and the HPC's recommendation would be submitted to the PDC. The potential delandmarking issue will be discussed at the next HPC meeting.

Commissioner Gonka shared this is a back-door attempt to get a lot subdivided. It is grossly unfair to put these issues together.

Acting Chair Greenbaum said making a decision on a hypothetical is a slippery slope; back-door approach. She is having a hard time wrapping her head around this.

Councilmember Blumberg advised Corporation Counsel could attend the next HPC meeting.

5. Resolution Recommending Ways to Encourage Historic Preservation

Planner Markle asked for feedback on the report. Commissioner Portman likes the memo and asked what next steps are. Planner Markle replied if City Council asks for actions, this will come back to the HPC for embellishments.

Commissioner Hartinger moved to adopt Resolution #2026-001. Commissioner Gonka seconded the motion.

On a roll call vote
Voting Yea Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

DISCUSSION ITEMS

There were no Discussion Items.

BUSINESS FROM THE PUBLIC

There was no Business from the Public.

OTHER BUSINESS

1. Administrative Determination of Historic Significance – 1770 Heather Lane

Planner Markle advised there was a fire and demolition was requested.

2. Next Regular Meeting is Scheduled for February 12, 2026

It was noted the next regular HPC Meeting is scheduled for February 12, 2026.

STAFF REPORT

Planner Markle asked that the Organizational Disclosement Form be completed and submitted by January 16, 2026.

They noted a Code Amendment would be presented at the next HPC meeting due to an error.

ADJOURNMENT

Commissioner Pines moved to adjourn at 9:29 p.m. Commissioner Gonka seconded the motion.

On a voice vote
Voting Yea Acting Chair Greenbaum; Commissioners Ehrlich, Gonka, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

Respectfully Submitted,

Gale Cerabona
Recorder

MINUTES OF A REGULAR MEETING ON DECEMBER 11, 2025, WERE APPROVED WITHOUT CORRECTIONS.

MINUTES OF A REGULAR MEETING
HISTORIC PRESERVATION COMMISSION
OF THE CITY OF HIGHLAND PARK, ILLINOIS

MEETING DATE: Thursday, March 12, 2026

MEETING LOCATION: Council Chambers, City Hall, 1707 St. Johns Avenue, Highland Park, IL

CALL TO ORDER

At 6:33 p.m., Chairperson Weeder called the meeting to order. This Commission meeting takes place on-site. Staff was asked to call the roll. She requested a 10-minute break so Commissioners may read handouts just presented.

Commissioner Gonka arrived at 6:38 p.m.

ROLL CALL

Commissioners Present: Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman

Councilmember Absent: Blumberg

Student Council Present: Cooper Baum

Student Council Absent: Gabi Goldstein, Amelia Koslow

Staff declared that a quorum was present.

Staff Present: Fontane, Coleman, & Markle

Guests Present: Ken & Marcia Kotula/Petitioner, Owners
Kim Schliesmann/Petitioner, Owner
Thomas Hiller and Peijian Sun/ Petitioner, Owner
Cal Bernstein, Attorney/Samuels & Bernstein

Others Present: Gale Cerabona, Recorder

APPROVAL OF MINUTES

Regular Meeting of the Historic Preservation Commission – February 12, 2026

Commissioner Pines moved to approve the regular meeting minutes of February 12, 2026. Commissioner Greenbaum seconded the motion.

On a voice vote
Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

Planner Markle advised that copies of public letters are available (specifically two letters from Mr. Cal Bernstein, Attorney with Samuels & Bernstein, for the case at 147 Central Avenue).

SCHEDULED BUSINESS

Commissioner Ehrlich suggested the last three items be moved up on the agenda. Chairperson Weeder concurred, and the order was rearranged.

1. Final Consideration of Landmark Nomination – 818 Hill Street

Planner Markle offered a presentation:

- Not Surveyed
- Tudor style with Swedish Folk elements
- Builder & Architect is Harry Bengston
- Landmark Designation Process
- Elevations were shown
- Previous Consideration (from the February 12, 2026, HPC meeting)
- Findings of Fact
- Landmark Criteria
- Recommendation

Commissioner Portman moved to recommend a Landmark Nomination to City Council. Commissioner Ehrlich seconded the motion.

On a roll call vote

Voting Yea: Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman

Voting Nay: None

Staff declared that the motion passed unanimously.

2. Preliminary Consideration of Landmark Nomination – 670 De Tamble Avenue

Planner Markle offered a presentation:

- Landmark Designation Process
- Arthur Vetter House
- Tudor style
- Built in 1928
- Builder is Arthur Vetter
- Contributing Structure in the 2006 Bob O'Link survey
- Elevations were shown
- Notable Architectural Features
- Tudor-style Characteristics
- Arthur & Mabel Vetter
- Daniel Vetter
- Chain of Title
- Alteration History (before & after photos were shown)
- 2003-2004 Preservation Award Winner

- Landmark Criteria
- Recommendation

Mr. Ken Kotula, Petitioner, stated the house is nearing 100 years of age. He explained the revisions. The implanted stone and brick work (and stucco) fit more into a Cotswold-hybrid cottage. The neighbor, Lisa Temkin, brought a letter (from after their fire occurred in 2008; previously addressed as 556) which was distributed. The Kotula's love the house and raised their family there. The house was built October 28, 1928. Mr. Kotula noted this house deserves a landmark nomination. It has been repaired and enhanced.

Some HPC comments are:

- Commissioner Ehrlich would like a picture taken of the letter, so it is in the record.
- Commissioner Portman appreciates the owners honoring the house.
- Chairperson Weeder said this house is charming, well-composed, detailed and worthy of Criteria 1, 3, 4, & 6.
- Commissioner Portman:
    - referenced the differences. Commissioners stated the dormer & French doors were added. He noted a typo.
    - stated the owners, son & father Arthur & Daniel, are significant. The house won the Preservation award. He asked, and Planner Marke said Bob O'Link has historic homes in that survey area.

Chairperson Weeder asked if anyone in the audience wishes to speak. There was no one.

Commissioner Greenbaum moved that this meets Criteria 1, 3, 4, & 6; has sufficient integrity of design; and is recommended for a Preliminary Consideration of Landmark Nomination. Commissioner Ehrlich seconded the motion.

On a roll call vote

Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman

Voting Nay: None

Staff declared that the motion passed unanimously.

3. <u>Preliminary Consideration of Landmark Nomination – 273 Sheridan Road</u>

Planner Markle offered a presentation:

- Landmark Designation Process
- Marshall Johnson House
- Significant rating in the 2003 Braeside survey
- French Eclectic style
- Built in 1935
- Architect & Builder are unknown
- Marshall Johnson
    - Notable landscape architect
    - Trained and worked under Jen Jensen
    - Jen Jensen's son-in-law
- Elevations were shown

- Aerial view was illustrated
- Notable Architectural Features
- French-Eclectic style Characteristics
- Chain of Title
- Alteration History
- Landmark Criteria
- Recommendation

Chairperson Weeder asked if anyone from the public wishes to speak. The following came forward:

- Lisa Temkin gave a brief history.

Ms. Kim Schliesmann, Petitioner, advised they are the third owner and were taken by this house. The outside will remain the same. An architectural, Belmont-style, shingle roof is slated to exactly match. The inside is amazing. There is a piece of stained glass (3x4 from the World's Fair) mounted in the inside. The paving stones might have been a gathering circle. Perhaps students could recreate the yard (via a program). They wish to protect this house. There is no water damage and is in remarkable shape.

Commissioner Portman shared the University of Illinois has local extension offices.

Chairperson Weeder asked if anyone in the audience wishes to speak. The following came forward:

- Mary Seyfarth stated Marshall Johnson is the designer of the Rose Garden.

Commissioner Portman asked, and Planner Markle said, regarding Criteria 7, the HPC may want to consider this as a significant corner lot.

Commissioner Greenbaum moved that Criteria 1, 3, 4, 5, 6, & 7 are met. This house has sufficient integrity, and the HPC wishes to adopt a Preliminary Landmark Nomination. Commissioner Ehrlich seconded the motion.

On a roll call vote
Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

4. <u>Review of Written Report to the Plan and Design Commission regarding Planned Development – 147 Central Avenue</u>

Planner Markle offered a brief presentation:

- HPC is required to give a recommendation to the PDC
- Prior HPC Consideration on January 8, 2026
    - a report was summarized by Staff
- Recommendation

Senior Planner Coleman read the first part of the memo on Page 10. Planner Markle said the report goes into more detail.

Chairperson Weeder said this is an unusual situation, as the attorney wrote a letter that the HPC is not competent to discuss/vote. Discussion took place on the two agenda items relating to this matter.

Commissioner Ehrlich said the HPC is being asked to address something based on the facts on the ground at the time of the ruling (as they presently exist). The historic designation was made as one property. The property line exists where it was designated. It is not currently subdivided. This is Monticello in Highland Park. He has seen nothing that gives the HPC the power to do this. The HPC should do nothing on this. A COA is needed. Commissioner Ehrlich can't believe he is being threatened with a constitutional amendment. The HPC will make a recommendation/motion that the designation remains, and the HPC or City Council don't have the authority to change that. He is upset he was never given the design commission document. What is relevant is an attorney made a comment that a $2,500 public benefit/donation would be given.

Director Fontane said there are two applications before the HPC. Part of the PDC's purview is to decide several things. The HPC is being consulted. He expounded on the process.

Some HPC comments are…..

- Commissioner Portman is not in favor of agreeing to the second point in the drafted written recommendation.
- Commissioner Gonka said building on the lot affects the landmark designation.

  Director Fontane reminded the size of this property triggers a Planned Development. The Planned Development process does not remove a landmark designation.

- Commissioner Ehrlich expressed that Corporation Counsel hasn't said the HPC cannot operate without facts on the ground. He feels a joint meeting should take place with the PDC.

  Senior Planner Coleman explained the PDC process and request for input from the HPC.

- Chairperson Weeder believes the bullet points on drafted written recommendation are well considered. She'd like it to be more specific (on restrictive yard setbacks….). Director Fontane explained same. Chairperson Weeder would like to have more time to study this.

  Director Fontane said this is not a conversation between two Commissions. It is a request to obtain the HPC's vantage point.

- Commissioner Portman would like to add on the second part of the written recommendation……allowing any structure to be built on Lot B will create more density on the existing estate. Planner Markle said this is noted and read same.
- Commissioner Ehrlich concurred.
- Commissioner Gonka would like to add information on the COA even if it's redundant.

Commissioner Gonka moved to continue this matter to add more research as per this discussion tonight. Commissioner Ehrlich seconded the motion. Commissioner Gonka amended the motion that this be continued to a date in April. Commissioner Ehrlich accepted the amendment.

On a roll call vote

Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

5. Continuation of Partial Landmark Removal – 147 Central Avenue

Planner Markle offered a presentation:

- Prior HPC Consideration
- Summary of Application
- Photos were shown
- Prior Designation
- Recommendation

Mr. Bernstein, Attorney with Samuels & Bernstein, shared the PDC has discussed nothing further at this time, as it awaits input from the HPC. It was noted subdivision relief is being requested; is a through lot.

Chairperson Weeder asked if anyone from the public wishes to speak. The following came forward:

- Kelsey Gonzalez referred to her extensive comments. She would like the HPC to have its own language on the previous matter. Ms. Gonzalez stated….what is binding is this item (landmark removal). She read excerpts from her letter. The HPC is here to protect Highland Park residences. Other entities went through an extensive review. It is ridiculous that the City wouldn't protect this, as it's a public treasure. If this occurs, Highland Park's preservation program preserves nothing.

  Commissioner Gonka expressed that while the whole process is confusing the items discussed are relevant. Planner Markle explained the footnote. Corporation Counsel drafted the Resolution. Director Fontane said what's in the packet is a draft.

- Tom Corning defers to Ms. Gonzalez, as she is more invested and closer to the property. He concurs with Ms. Gonzalez. Calling this Monticello is an appropriate measure. The Central Street Bridge is large, trees were removed. Mr. Corning likes that input from the PDC and HPC is being sought. He thanked the HPC. Mr. Corning would like to see the landmark removal item be thrown away. He is sensitive that this is a burden. Mr. Corning would like to see serious FAR, bulk restrictions, etc., be put in place. There is not an Appearance Review Commission for any property. It is important, architecturally, that neighbors don't see a black box. It is a prime property. To make this a palatable venture, he would like to see comments, restrictions, and conditions applied.

  Director Fontane expounded on the process.

Some HPC comments are…..

- Commissioner Gonka said the gate is not on the property. A little bit of a fence is. It was stated this meets Criteria 3 & 7.
- Commissioner Ehrlich believes this should be continued, dovetailed with the previous agenda item.
- Commissioner Gonka said there isn't anyone from the public who wants to see this subdivided. The Commission is knowledgeable about the Criteria and can consider the Criteria. There is no question that the lot meets at least two Criteria. Commissioner Greenbaum concurred.
- Commissioner Gonka said the Commisison is confident in their ability to assess a Landmarked parcel.

- Commissioner Portman believes Criteria 4 is met.
- Commissioner Ehrlich believes Criteria 2 is met.
- Commissioner Greenbaum believes Criteria 1 is met. Commissioners Pines and Ehrlich concurred.
- Commissioner Pines doesn't believe Criteria 2 applies. More information is needed.

Commissioner Gonka moved to find that Lot B located at 147 Central Avenue does satisfy Landmark Criteria 1, 3, 4, & 7, does have sufficient integrity of design, and recommends City Council not adopt a Landmark Removal ordinance.
Commissioner Greenbaum seconded the motion.

On a roll call vote
Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

DISCUSSION ITEMS

1. 2026 Preservation Month Events

Planner Markle advised that Staff recommends a Walking Tour/Open House of The Highlands. Senior Planner Coleman said this would be confirmed tomorrow with City Management. Commissioner Pines asked, and Senior Planner Coleman replied this would be in place of the Bicycle Tour. Commissioner Ehrlich would like to invite Jean Sogin due to her vast knowledge. Everyone agreed this would be a great event.

Student Council Baum departed the meeting at 9:34 p.m.

Planner Markle advised the event for the Preservation Awards would be at the Willets House on May 7, 2026, at 6:30 p.m. The deadline for nominations is April 1, 2026.

BUSINESS FROM THE PUBLIC

There was no Business from the Public.

OTHER BUSINESS

1. Next Regular Meeting is Scheduled for April 15, 2026

It was noted the next regular HPC Meeting is scheduled for April 15, 2026.

STAFF REPORT

There was no Staff Report.

ADJOURNMENT

Commissioner Gonka moved to adjourn at 9:41 p.m. Commissioner Hartinger seconded the motion.

On a voice vote
Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

Respectfully Submitted,
Gale Cerabona, Recorder

MINUTES OF A REGULAR MEETING ON FEBRUARY 12, 2026, WERE APPROVED WITHOUT CORRECTIONS.

MINUTES OF A SPECIAL MEETING
HISTORIC PRESERVATION COMMISSION
OF THE CITY OF HIGHLAND PARK, ILLINOIS

MEETING DATE: Wednesday, April 15, 2026

MEETING LOCATION: Council Chambers, City Hall, 1707 St. Johns Avenue, Highland Park, IL

CALL TO ORDER
At 6:35 p.m., Chairperson Weeder called the meeting to order. This Commission meeting takes place on-site. Staff was asked to call the roll.

ROLL CALL
Commissioners Present: Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman

Councilmember Present: Blumberg

Student Council Absent: Cooper Baum

Student Council Present: Gabi Goldstein

Staff declared that a quorum was present.

Staff Present: Coleman & Markle

Guests Present: Cal Bernstein, Attorney/Samuels & Bernstein

Others Present: Gale Cerabona, Recorder

APPROVAL OF MINUTES
Chairperson Weeder stated she received a request to move the Approval of Minutes until later in the meeting and will carry out that request.

SCHEDULED BUSINESS
1. <u>147 Central Avenue – Review of Written Report to the Plan & Design Commission regarding Planned Development</u>
Planner Markle offered a presentation:

- Commission Consideration Required
- Prior HPC Consideration – January 8, 2026
- Recommendation

Mr. Cal Bernstein, Attorney, thanked the HPC for having a Special Meeting, so this matter can move forward.

Chairperson Weeder asked if anyone in the audience wishes to speak. There was no one.

Planner Markle shared information on nearby properties and illustrated a graph of same.

Some HPC comments are…..

- Commissioner Pines:
  - asked if these are actual or zoning setbacks. Planner Markle said this is existing streetscape information.
  - expressed, regarding the Cornelius House, a 45' setback from the lot line to the house.
  - discussed the massing, scale, and proportionality.
  - said Lot 2 could potentially be 12' from the lot line; this could be very negative if something was built.
  - stated the HPC would like to see this property preserved and not disappear.
- Chairperson Weeder:
  - referenced the house at 175 Central Avenue; a huge difference in side yards (from the proposed property at 147 Central Avenue). Planner Markle verified the table indicates the site plan attachment.
  - said she would mirror the existing to the lot line. Planner Markle said that would be 68'.
- Commissioner Hartinger asked, and Planner Markle noted the restrictions/requirements (for new construction).
- Commissioner Greenbaum identified a wraparound porch on the east side. Her concern is, when it was designed, it was intended to see the east view.

  Councilmember Blumberg said, when one engages on what the owners can see, that speaks to the interior. This exceeds the purview of the HPC. He is referring to the distances between the houses. It's an air and light issue; a Plan & Design issue.

- Commissioner Ehrlich believes the entire property should be preserved. The HPC's role should not be to give guidance to the PDC. He cares about people walking past this house and noticing the oldest and most majestic house in Highland Park. Anyone wishing to change that should present to the HPC. The draft written recommendation doesn't reflect his viewpoint. The property has changed (since the bridge). Perhaps the easement, setbacks have changed.

  Senior Planner Coleman noted the Draft Report recommends denial, etc.

  Commissioner Ehrlich said there could be hypotheticals.

- Commissioner Portman said he felt all along that the HPC's recommendation should stand on its own. He would like to see no provisions after the fact.
- Commissioner Hartinger said the HPC can't control what the PDC does. He discussed if the lots become separated.
- Commissioner Portman said it was determined that it is still a protected property. Increasing the front setback is important.

  Senior Planner Coleman needs to review COAs. He noted there are 14 standards for construction. The COA standards don't regulate setbacks.

- Chairperson Weeder said, if the HPC takes Commissioner Ehrlich's stand, the HPC is taking the perfect over the practical. She recommends the side yard be increased between 147 & 175 Central Avenue from 12' to 45-50', and reminded this is a nonbinding recommendation.

- Commissioner Pines asked if the recommendation should be skimmed.

  Councilmember Blumberg suggested keeping the recommendations within the purview of what the PDC is requesting. He expounded.

- Commissioner Greenbaum reiterated, when it was designed, the view was meant to be there. To make this more practical, and because taxes are outrageous, she feels a setback should be assigned, so this estate could have a lake view. Though the HPC is against separating the lots, she wonders if recommendations should be given. Senior Planner Coleman said this is the HPC's opportunity.
- Commissioner Hartinger asked if there have been situations where if a lot is split, the HPC gave recommendations on what to look for. Senior Planner Coleman stated there haven't been instances.

  Councilmember Blumberg said, if the lot is subdivided, that requires the Petitioner to come back. The new lot is not automatically de-landmarked. He expounded.

- Chairperson Weeder asked about de-landmarking. Planner Markle found the HPC did not recommend landmark removal. If split, Lot B would still be landmarked.
- Commissioner Ehrlich:
  - asked if a COA was granted without a plan. He stated it is not the HPC's place to give guidance. It could be given when a COA is presented to the HPC. Planner Markle reminded the PDC wants the HPC's guidance and direction.
  - said, if a COA is to be given, a plan must be submitted. He doesn't want to mislead anyone by suggesting various numbers of feet.

  Councilmember Blumberg said the HPC is not being asked to say anything about a COA. He reminded the HPC is being asked to give a recommendation with any restrictions, suggestions. Councilmember Blumberg said, if this property is not subdivided, someone could present a plan on the un-subdivided area. Limitations could be placed on the lot.

- Chairperson Weeder mentioned the crux of the issue is noted at the end of the Staff Report. She expounded on parameters.
- Commissioner Pines concurred.

Commissioner Gonka arrived at 7:41 p.m.

- Commissioner Ehrlich would like the HPC to review the 14 criteria and noted, this matter could be continued.
- Commissioner Pines said the restrictions are not as grave as Commissioner Ehrlich is making them out to be.
- Commissioner Hartinger said the Staff Report covers 98% of the HPC's view. Setback issues could be added.
- Commissioner Portman concurred with the exception of the specification from the HPC. It was stated Staff intended to include the second 3-page nonbinding recommendation.
- Chairperson Weeder named the specific areas to address and suggested moving the discussion toward that. It's about the experience of the public viewing this.

Chairperson Weeder asked if anyone in the audience wishes to speak. There was no one.

Senior Planner Coleman summarized the additional 50' is a new point to add.

More HPC comments are…..

- Commissioner Gonka asked:
  - about the process. Planner Markle explained same.
  - what the HPC is actually saying regarding 50' in addition to 12'. Planner Markle explained same.
- Commissioner Pines said Lot 2 is approximately 90,000 sq. ft.; over 2 acres. The amount that's buildable is likely 25,000-30,000 sq. ft.; a robust footprint. The site plan has to be handled artfully.

Councilmember Blumberg suggested the two other agenda items be given attention at this time, as the public may wish to speak on those.

2. 670 De Tamble Avenue – Final Consideration of Landmark Nomination

Planner Markle offered a presentation:

- Summary
- Arthur Vetter House
- Tudor style
- Built in 1928
- Landmark Designation Process
- Previous Consideration
- Findings of Fact
- Landmark Criteria
- Recommendation

Commissioner Greenbaum moved that this meets Criteria 1, 3, 4, & 6; has sufficient integrity of design; and recommends City Council adopt a Landmark Designation Ordinance. Commissioner Gonka seconded the motion.

On a roll call vote

Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman

Voting Nay: None

Staff declared that the motion passed unanimously.

3. 273 Sheridan Road – Final Consideration of Landmark Nomination

Planner Markle offered a presentation:

- Previous Consideration
- Marshall Johnson House
- Significant rating in the 2003 Braeside survey
- French Eclectic style
- Built in 1935
- Findings of Fact
- Landmark Criteria
- Additional Information

- architect is William Betts who designed 18 homes in Highland Park
- elevations of those homes were shown

- Recommendation

Commissioner Greenbaum moved that Criteria 1, 3, 4, 5, 6, & 7 are met. This house has sufficient integrity of design. The HPC wishes to adopt a Landmark Designation recommendation and the drafted Findings of Fact and Planning Report with new information about Marshall Johnson & William Betts added. Commissioner Gonka seconded the motion.

On a roll call vote
Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

Back to…..

1. 147 Central Avenue – Review of Written Report to the Plan & Design Commission regarding Planned Development

Chairperson Weeder reminded the HPC was discussing setbacks and reducing bulk.

Commissioner Ehrlich asked, and Planner Markle said the site plan was the only thing submitted. They stated the PDC is waiting for the HPC.

Mr. Bernstein said, as far as he knows, nothing's been designed for this property. He noted the potential buyer for Lot B has retained James Fraerman, Principal at Fraerman Associates Architecture, who is well versed on the HPC's view and the 14 standards. Fraerman has served on HPC in the past.

Final HPC comments…..

- Commissioner Pines summarized that setback and height information be added to the Staff Report.
- Commissioner Gonka maintained that 80' is not enough and said whatever is built shouldn't be taller than the existing house; side setback should be 100' from the proposed lot line.
- Commissioner Greenbaum maintains that a more restrictive front yard setback would maintain the Lot 1's view.
- Commissioner Ehrlich maintains that the HPC should not include conditions of approval in written report.
- Commissioner Pines believes that is excessive; 80' would meet the same objective.

Commissioner Pines moved to approve the written report presented by Staff with the changes:

- to increase the west side-yard setback to 80' for Lot 2
- require that the height of a new structure not exceed that of the Cornelius Field home

Commissioner Portman seconded the motion.

On a roll call vote
Voting Yea Chairperson Weeder; Commissioners Hartinger, Pines, & Portman

Voting Nay: Commissioners Ehrlich, Gonka, & Greenbaum

Planner Markle declared that the motion passed 4-3. Planner Markle advised they will attend the PDC meeting.

Mr. Bernstein reminded HPC Commissioners cannot discuss this at the PDC meeting due to the Open Meetings Act.

Councilmember Blumberg said speaking separately is contrary to what the HPC, as a whole, has put forth.

Back to…..

APPROVAL OF MINUTES

Regular Meeting of the Historic Preservation Commission – March 12, 2026

Commissioner Gonka expressed that the HPC did an incredible job on the motions at the last meeting. Chairperson Weeder thanked Gale Cerabona, Recorder; Planner Markle, and Senior Planner Coleman for the incredible job they've been doing.

Commissioner Gonka moved to approve the regular meeting minutes of March 12, 2026. Commissioner Greenbaum seconded the motion.

On a voice vote

Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman

Voting Nay: None

Staff declared that the motion passed unanimously.

DISCUSSION ITEMS

1. 2026 Preservation Awards

Planner Markle reminded the event for the Preservation Awards is at the Willits House on May 7, 2026, at 6:30 p.m. They noted sparkling water is being provided. Snacks are welcome. Nominations are posted. Judges made a decision on the winners. Chairperson Weeder offered to bring snacks.

BUSINESS FROM THE PUBLIC

There was no Business from the Public.

OTHER BUSINESS

1. Next Regular Meeting is Scheduled for May 14, 2026

It was noted the next regular HPC Meeting is scheduled for May 14, 2026.

STAFF REPORT

There was no Staff Report.

ADJOURNMENT

Commissioner Greenbaum moved to adjourn at 8:34 p.m. Commissioner Portman seconded the motion.

On a voice vote
Voting Yea Chairperson Weeder; Commissioners Ehrlich, Gonka, Greenbaum, Hartinger, Pines, & Portman
Voting Nay: None

Staff declared that the motion passed unanimously.

Respectfully Submitted,

Gale Cerabona
Recorder

MINUTES OF A REGULAR MEETING ON MARCH 12, 2026, WERE APPROVED WITHOUT CORRECTIONS.

WRITTEN TESTIMONY TO
HISTORIC PRESERVATION COMMISSION

January 8, 2026

Case No. PUD-2025-00081 - 147 Central Avenue

Commissioners and Council Members, My name is Kelsey Gonzalez, a resident of Highland Park. **I'm writing to oppose the de-landmarking of Lot 2 and, more fundamentally, to oppose the underlying subdivision that necessitates it.**

But first, I must address a procedural matter that threatens the legitimacy of tonight's meeting.

THE NOTICE PROBLEM

I live within 250 feet of 147 Central Avenue. I received **NO certified mail** of public hearing regarding this request. Perhaps it was sent; I don't know because I never received it. I know that two of my neighbors did.

The only posted notice the general public got was a fence sign somewhere around the middle of December that gave a name and phone number to call with no hearing date specified. There was no notice posted prominently in City of Highland Park communications and none on the website that I could find until after December 30. It seems a notice was published in the newspaper, which one, I'm not clear. I, like most of the public, do not keep up with small newspaper notices, much less those published in the Breeze-Courier in downstate Illinois, which is where notice of the Central Avenue Bridge project was published.

This is **Highland Park's oldest house**. A **40-year landmarked property**. A **National Register contributing property**. And the public got a fence sign during the busy holiday season.

Let me be clear about what you are being asked to approve:

THE PROPERTY:

- Built 1875 by Cornelius Field, Highland Park's second mayor
- **The oldest residence in Highland Park**
- Locally landmarked since 1985; over 40 years of protection
- **Contributing property to National Register-listed historic district**
- 4.10 acres intact on original lot since the 1870s

• In a national recognized historic area the Historic Preservation Plan describes as properties that ***were never subdivided.***

THE REQUEST:

The applicant wants to:

1. Subdivide this 4-acre estate into two 2-acre lots
2. De-landmark the newly created Lot 2
3. Allow for the potential to build up to a 15,000- square foot house on the de-landmarked lot
4. Destroy the historic estate character forever

THE JUSTIFICATION:

The property has been apparently vacant 5 years (a point I question given that I live across the street) and marketed for 1 year without success. Therefore, the applicant claims, subdivision is necessary to ***preserve*** the landmark.

Let that sink in: A landmarked estate that has been intact for 150 years must be subdivided to be *preserved.*

WHY THIS IS WRONG

1. NATIONAL REGISTER STATUS WAS OMITTED

The application makes **NO mention** that 147 Central is a contributing property to a National Register-listed historic district.

In May 2019, the Federal Highway Administration prepared Section 106 documentation for the Central Avenue Bridge replacement. That document **explicitly states** that Highland Park committed to ***avoid adverse effects to this historic Linden-Bell-Park Avenues district, including the contributing property at 147 Central Avenue;***

The federal government determined this property worthy of protection from adverse effects caused by a bridge replacement *across the street*. Now Highland Park proposes to approve subdivision that causes **far more severe** adverse effects.

2. LANDMARK DESIGNATION SHOULD PROTECT LOT CONFIGURATION

When Highland Park landmarked this property in 1985, what was being protected? Just the building? Or the building ***in its historic estate setting***?

Modern preservation standards are clear: historic properties include their spatial relationships, landscape settings, and lot configurations. You cannot preserve a Victorian estate by keeping the house and destroying the estate.

I believe the real reason the applicant is requesting two driveways is because it **allows for de-landmarking the historic posts and driveway** that are part of the estate and currently protected, therefore facilitating the subdivision request.

3. THE PRESERVATION THROUGH SUBDIVISION ARGUMENT IS ABSURD

The applicant argues subdivision is necessary to make the property marketable. But:

• Approximately one year of marketing is **brief** for a unique estate property
• Marketing difficulty is **not economic hardship**
• Preservation easements, extended marketing, alternative uses, real estate tax amendments…**none appear to have been explored**

If marketing difficulty justifies subdivision, then **every landmark** facing a slow market becomes a subdivision candidate. Landmark designation becomes meaningless.

4. THE DE-LANDMARKING REQUEST IS CIRCULAR LOGIC

The applicant says:
• Subdivide the landmark
• The new lot has no historic structures
• Therefore, de-landmark it
• Allow build of a huge house on it without needed preservation review
• The **lakefront landmark** setting is destroyed

This HPC is being asked to approve the ***consequence*** of subdivision while another body approves the subdivision itself. Neither body evaluates the **combined impact**.

THE PRECEDENT

Highland Park has **76 local landmarks** and **163 National Register contributing properties**.

If you approve this subdivision and de-landmarking, you establish that:

• Landmark designation protects buildings but not settings
• National Register status is meaningless
• Marketing difficulty justifies circumventing preservation

• Lot configurations receive no protection

Every landmark on a large lot becomes a subdivision candidate. The estate-scale character Highland Park claims to value will be **systematically dismantled** through incremental decisions, each seeming reasonable decision made in isolation.

THE PATTERN

Two years ago, Highland Park demolished the Central Avenue Bridge. **Same street. Same ravine. Same National Register district.**

That bridge was allowed to be demolished based on incorrect documentation listing it as built in 1935 instead of what the City's own council meeting minutes record as 1907-1908. Dozens of trees were felled. Community opposition was documented but ignored. A two-lane highway compliant bridge with minimal historic features was built a block away from the edge of a bluff. **This HPC approved it.**

Now, several years later, we're here about 147 Central Avenue. **Another inadequately documented case. Another minimization of significance. Another claim that there is no alternative.**

Where does Highland Park draw the line?

WHAT I AM ASKING

1. RECOMMEND DENIAL of the de-landmarking request

2. OPPOSE THE UNDERLYING SUBDIVISION that necessitates de-landmarking

4. REQUIRE THE APPLICANT TO EXPLORE ALTERNATIVES including preservation easements, extended marketing, adaptive use, tax amendments, etc. before irreversibly subdividing the oldest estate in Highland Park

CLOSING

This is not routine. This is Highland Park's oldest property. A 40-year landmark. A National Register contributing property within a nationally recognized historic district; on its original 4-acre lot since 1875.

If this significant lakefront property can be subdivided with presumable maximum protections, maximum significance, and maximum documentation already

recorded, then Highland Park's preservation program is revealed as hollow rhetoric.

The Central Avenue Bridge could not be saved. But 147 Central Avenue can be.

I urge you: Stop the pattern here. Recommend denial. Protect what remains of Highland Park's historic integrity.

Thank you.

Kelsey Gonzalez
126 Central Avenue
773-896-6163
kelseygonzalez@icloud.com

WRITTEN PUBLIC TESTIMONY

HIGHLAND PARK HISTORIC PRESERVATION COMMISSION

Regular Meeting, February 12, 2026

Re: Continuation of Partial Landmark Designation Removal, 147 Central Avenue

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Submitted by: Kelsey Gonzalez
Address: 126 Central Avenue, Highland Park, Illinois 60035
Status: Neighboring Property Owner; Interested Party
Date: February 12, 2026

I. INTRODUCTION

Chair Greenbaum, Commissioners, and Staff:

I submit this written testimony regarding the continuation of partial landmark designation removal for 147 Central Avenue (Case No. PUD-2025-00081). As a neighboring property owner at 126 Central Avenue, I have a direct and substantial interest in the integrity of this Commission's process and the preservation of the Central East area's historic character.

On January 8, 2026, this Commission voted unanimously, 6-0, that the proposed subdivision "would significantly impact the historical significance of the property at 147 Central Avenue based on the historic fence, columns that make-up the gate, relocation of the new driveway and its impact on the curb appeal, and the growing density of the lot." That finding was correct, well-supported, and has not been undermined by anything that has changed since January 8.

What has changed is the framing. The updated agenda packet, modified less than 48 hours before tonight's hearing, contains a staff footnote that attempts to exclude the very features this Commission relied upon in its unanimous finding. It also contains a pre-drafted resolution, requested by the applicant's attorney, that reaches conclusions this Commission has not yet made. I respectfully urge the Commission to reject both.

II. STAFF'S "TEMPORAL EXCLUSION" FOOTNOTE IS LEGALLY AND FACTUALLY WRONG

The central issue in the updated packet is Footnote 1, which appears in both the written report to the Plan and Design Commission and the continuation memo for tonight's hearing. Footnote 1 states:

> *"Staff does not consider the structures listed as part of the 1988 Landscape Survey alone, historically significant (relative to the original 1985 landmark ordinance) because this survey work was completed years after the property was designated a Local Landmark."*

This footnote creates a novel legal theory: that features documented after an ordinance's adoption date cannot be considered part of the landmark. It is wrong for five independent reasons.

A. The 1985 Ordinance Landmarked the Entire Property

Ordinance No. 34-85, adopted August 26, 1985, designates "Cornelius Field House, 147 Central Avenue, PIN: 16-23-210-002." That PIN encompasses the full 4.10-acre parcel, not merely the main residence. HPC Resolution No. 2-85 found the property met Landmark Criteria 1, 3, 4, and 6. Criterion 4 explicitly addresses ***landscape style***. Criterion 6 protects "overall embodiment of elements of design, detailing, materials or craftsmanship." These criteria plainly encompass gateposts, wrought-iron fencing, and a historic carriageway driveway, all features that have existed on this property since the 1870s. The 1988 Landscape Survey did not create their significance; it documented features already present at the time of designation.

B. Highland Park's Own Conduct Confirms the Broader Scope

Staff's own memo acknowledges that the HPC reviewed the coach house in 1986 (one year after landmark designation) and the gardener's cottage and landscape in 2011. These are structures and features located across the wider property, not merely in the footprint of the main house. For forty years, the City exercised regulatory jurisdiction over outbuildings, landscapes, and site features at 147 Central Avenue. It is inconsistent, and legally untenable, to now claim that features documented three years post-ordinance are not part of the landmark when the City has treated the entire property as a Regulated Historic Structure for four decades.

C. Staff's Own January 8 Memo Contradicts This Footnote

The January 8, 2026 staff report, written by the same staff who authored tonight's memo, concluded:

> ***"After review, Staff concludes that the property at 147 Central Avenue is a Regulated Historic Structure in its entirety."***

Staff cannot simultaneously conclude the property is a Regulated Historic Structure "in its entirety" and then insert a footnote excluding features that fall on Lot B because they were documented in 1988. These positions are mutually exclusive. The Commission should rely on the conclusion reached after full review of the historic record (the "in its entirety" finding), not a footnote that contradicts it.

D. Staff's Own Research Proves These Features Are Significant

The very same memo containing Footnote 1 devotes three pages to documenting the significance of the gateposts and wrought-iron fence. Staff researched the Smithsonian Institution's publications on pineapple finials. Staff consulted local historian and author Julia Johnas, who confirmed the gateposts "indicated the location of the carriageway entrance" and that "the pineapple design reflected Field's New England antecedents." Staff photographed and documented wrought-iron remnants at the base of the gateposts, confirming their historicity. Staff concluded these features "point to the historic significance of the gatepost and finials" and that "the wrought-iron remnants further indicate the gatepost's historicity."

Staff then inserted a footnote disclaiming the significance of the same features it just spent three pages proving are significant. The Commission should trust the substance of staff's research, not a footnote that contradicts it.

E. The Footnote Inverts Preservation Law

Under nationally accepted preservation standards, including the National Park Service criteria referenced in Highland Park's own code, integrity is evaluated based on how a property conveys its significance at the time of review, not based on which features happened to be cataloged on the date an ordinance was adopted. The seven aspects of integrity (location, design, setting, materials, workmanship, feeling, and association) are assessed when a decision is being made. A survey conducted in 1988 is evidence of what existed; the survey did not bring these features into being. The gateposts were placed by Cornelius Field in the 1870s. They existed in 1985. They exist today. A 1988 survey documenting them does not diminish their significance. It confirms it.

III. THE PUBLIC RIGHT-OF-WAY ARGUMENT FAILS ON ITS OWN TERMS

The applicant may present a plat of survey or similar documentation tonight to argue that the gateposts and wrought-iron fence are located within the public right-of-way rather than on the private property. Even accepting this factual claim for the sake of argument, the conclusion the applicant draws from it does not follow. The ROW argument actually cuts against de-landmarking, not in favor of it.

First, location within the public ROW does not sever the features' association with the landmark property. Chapter 24 of the Highland Park Code defines a "Regulated Structure" as "any property, structure, area, object, or landscape of significance." Landmark Criterion 8 protects features constituting "an established or familiar visual feature." The gateposts are the defining visual feature of this estate's entrance, visible from Central Avenue, documented in the 2020 Landmark Summary Sheet, and relied upon by this Commission in its January 8 finding. Their significance to the landmark property is a function of historical association and visual character, not of which side of a property line they happen to sit on. Features located just beyond a property boundary that are integral to the landmark's character and setting remain relevant to the landmark analysis. The Secretary of the Interior's Standards make clear

that "setting" is one of the seven aspects of historic integrity, and setting by definition extends beyond the footprint of a building or the boundary of a parcel.

Second, if the features are in the public ROW, the City owns them. It would be extraordinary for the City to argue that features it owns, associated with a landmark it designated, researched and documented by its own staff as historically significant, are irrelevant to the landmark determination. Public ownership should afford these features greater protection, not less. The City cannot disclaim interest in features it holds in trust for the public.

Third, the ROW argument, if accepted, would create a perverse loophole. Any landmark with character-defining features located partly or wholly in the public ROW (fences, walls, gateposts, landscape plantings, historic sidewalks) could have those features declared irrelevant to the landmark analysis. This would strip significance from the very elements that often define a historic property's relationship to its street and neighborhood.

Fourth, regardless of where the gateposts sit relative to the property line, the fact remains that the estate setting, the driveway, and the wooded landscape on proposed Lot B are on the private property. Even if the Commission were to conclude that the gateposts and fence are outside the landmark boundary (which I do not concede), the estate setting and historic driveway are not in the ROW. Those features alone are sufficient to satisfy landmark criteria and deny de-landmarking.

IV. THE PRE-DRAFTED RESOLUTION SHOULD BE SET ASIDE

The agenda packet includes Draft Resolution No. 2026-XX recommending removal of landmark designation from Lot B. Footnote 3 of the staff memo states: "The applicant requested a resolution be drafted in anticipation of the Commission's consideration of this matter."

This resolution was drafted at the request of the applicant's attorney before this Commission has deliberated. It contains the finding that "the standards for landmark designation are not satisfied by Lot B," a conclusion this Commission has not reached. Section Two of the resolution states: "The Commission finds that, upon Resubdivision of the Property: (i) Lot B will not be improved with any structures of historical significance; and (ii) the standards for landmark designation are not satisfied by Lot B."

These are findings for the Commission to make after deliberation, not conclusions to be presented pre-packaged for a vote. The presence of this resolution in the packet before deliberation creates the appearance that the outcome has been predetermined. I respectfully ask the Commission to set aside this pre-drafted resolution and, if it determines a resolution is warranted after full deliberation, to direct staff to draft one reflecting the Commission's own conclusions.

V. THE APPLICANT'S ATTORNEY'S FRAMING APPEARS TO HAVE BEEN ADOPTED BY STAFF

The Commission should be aware that the analytical framework in Footnote 1 mirrors arguments advanced by the applicant's attorney, Calvin Bernstein, at the January 8 hearing. The meeting minutes record Mr. Bernstein stating that "the fence and gate were added after the property was landmarked." Staff's Footnote 1 adopts the identical argument: that features from the 1988 survey are not significant "because this survey work was completed years after the property was designated."

Similarly, Mr. Bernstein stated at the January hearing that "there is no evidence since 1985 that HPC or City Council extended landmarking to Lot 2." This narrow reading, that the landmark covers only what was explicitly named in 1985, ignores forty years of HPC jurisdiction over the full property and is contradicted by staff's own "in its entirety" conclusion. Yet this framing now appears in staff's analysis.

Combined with the pre-drafted resolution requested by the applicant's attorney and the Corporation Counsel memo solicited after the January hearing to overcome Commissioner objections, a troubling pattern emerges: the applicant's legal strategy strongly appears to have been operationalized through staff materials presented as neutral analysis. This Commission has the independence and the duty to evaluate the evidence on its own terms.

VI. THE LEGAL STANDARD HAS NOT BEEN MET

Section 24.025(H)(2) of the Highland Park Code provides:

> *"Under no circumstances shall the City Council remove the Landmark designation for any property, structure, area, object, or landscape of significance unless it finds that the reasons for which the landmark designation was once appropriate are no longer present."*

The reasons for which the landmark designation was once appropriate have not disappeared. The property's status as Highland Park's oldest residence, built by the town's second mayor and director of the Highland Park Building Company, meeting Criteria 1, 3, 4, and 6, remains present today in every feature of this property, including the features on proposed Lot B: the gateposts placed by Cornelius Field, the wrought-iron fence embodying Victorian landscape style, the historic carriageway driveway, and the estate setting that defines the property's character.

The applicant is not demonstrating that the reasons for designation "are no longer present." The applicant is proposing to create a new lot line and then arguing that the reasons do not apply to the newly created eastern parcel. But you cannot manufacture the conditions for de-landmarking by subdividing a landmarked property and then claiming the new lot lacks significance. The lot lacks significance only because the applicant drew a line through the middle of a landmark. That is circumvention, not compliance with the statutory standard.

VII. THIS COMMISSION'S JANUARY 8 FINDINGS REMAIN VALID

Five weeks ago, this Commission found unanimously that the subdivision would "significantly impact the historical significance" of 147 Central Avenue. The written report to the Plan and Design Commission, included in tonight's packet, memorializes those findings in detail:

- **The wrought-iron fence** is associated with Cornelius Field, embodies Victorian landscape style, retains sufficient integrity, and the Planned Development "will disrupt the continuity of the historic wrought-iron fence."
- **The gateposts** "contain important historic elements, and have a connection to the original property owner, Cornelius Field." The Planned Development "will result in the loss of the gateposts located on the proposed Lot B."
- **The driveway placement** is "another element of this historic resource," and the Commission is "opposed to changing the driveway's placement."
- **The estate setting** "contributes to the estate setting of the Cornelius Field Property, and is integral part of this historic resource worth preserving." The subdivision "will fundamentally diminish the estate's setting."

These findings directly describe features on proposed Lot B. They satisfy multiple landmark criteria. They demonstrate sufficient integrity. Nothing about the property has changed since January 8. The gateposts still stand. The fence still runs. The driveway still curves. The estate setting still exists. If these features supported a unanimous finding of significant historical impact five weeks ago, they support denial of de-landmarking tonight.

VIII. NATIONAL REGISTER CONTRIBUTING PROPERTY STATUS CANNOT BE IGNORED

147 Central Avenue has contradicting status as an actual contributing property to the National Register-listed Linden Park Place-Belle Avenue Historic District. Commissioners should be aware that in May 2019, the Federal Highway Administration's Section 106 documentation, along with memorandum from the Illinois State Historic Preservation Office, for the Central Avenue Bridge replacement explicitly identified this property as requiring protection:

> *"Future coordination and consultation among IDOT, FHWA and the Illinois State Historic Preservation Officer (SHPO) will develop design and construction commitments to avoid adverse effects to this historic district, including the contributing property at 147 Central Avenue."*

The federal government required Highland Park to avoid adverse effects to this property when a bridge was replaced across the street. Yet the applicant's own materials make no mention of this status, and staff's analysis does not evaluate whether de-landmarking a portion of a National Register contributing property is consistent with Highland Park's

preservation obligations. This omission is significant and should not be ratified by this Commission.

IX. THE PRECEDENT IS DEVASTATING

Highland Park has 76 local landmarks and 163 contributing properties in five National Register historic districts. If this Commission recommends de-landmarking a newly created lot carved from Highland Park's oldest landmarked estate, the following precedent is established: any owner of a landmarked property on a large lot can subdivide, de-landmark the new parcel, and develop without preservation review. Landmark designation becomes protection for building facades only, not for the lot configurations, spatial relationships, and landscape settings that give landmark structures their historic meaning.

X. REQUESTED ACTION

I respectfully request that the Historic Preservation Commission:

1. **Set aside the pre-drafted Resolution No. 2026-XX,** which was requested by the applicant's attorney and contains findings this Commission has not made.
2. **Reject Footnote 1's temporal exclusion theory,** which contradicts staff's own "in its entirety" finding, contradicts staff's own research documenting the significance of the gateposts and fence, and inverts accepted preservation standards.
3. **Find that proposed Lot B satisfies Landmark Criteria** based on the gateposts, wrought-iron fence, historic driveway placement, and estate setting, the same features this Commission identified on January 8.
4. **Decline to recommend landmark removal from Lot B,** finding that the reasons for which landmark designation was once appropriate are still present.
5. **Reaffirm its January 8 finding** that the subdivision would "significantly impact the historical significance" of this property, and formally communicate this finding and opposition to the Plan and Design Commission and City Council.

XI. CONCLUSION

This Commission exists to protect Highland Park's historic resources. You are being asked tonight to recommend stripping landmark protection from half of Highland Park's oldest residential estate, a property that has been intact since 1875, landmarked for forty years, and identified by the federal government as requiring protection from adverse effects.

The gateposts with their pineapple finials still mark the entrance Cornelius Field designed. The wrought-iron fence still defines the property's frontage. The driveway still traces the path of carriages from 150 years ago. The estate setting still evokes what Highland Park was when its second mayor built this house for his family.

Nothing about why this property was landmarked has changed. The only thing that has changed is that someone wants to draw a line through the middle of it.

If this property, with maximum protections, maximum significance, and maximum historical importance, can have its landmark stripped through subdivision, then Highland Park's preservation program protects nothing. Where does Highland Park draw the line, if not here?

Respectfully submitted,

Kelsey Gonzalez
126 Central Avenue
Highland Park, Illinois 60035
February 12, 2026

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cc: Plan and Design Commission
City Council of the City of Highland Park
Karl Burhop, Senior Planner
Official Record, Case No. PUD-2025-00081

City of Highland Park

Memorandum

Date: May 5, 2026

To: Plan and Design Commission

From: Maddy Markle, Planner I

Subject: 147 Central Avenue Landmark Status Determination

Background.

It is Staff's practice to complete a detailed review of a property's historic record to determine if an entire property is a Local Historic Landmark. Staff's determination is that the entire parcel at 147 Central Avenue was always, and continues to be, a Local Historic Landmark.

The following is Staff's review of the entire record leading up to, and immediately following the Ordinance designating 147 Central Avenue.

Review of 147 Central Avenue Record

147 Central Avenue's 1985 designating Ordinance (***Attachment A***), describes 147 Central Avenue as a "*property*"[1] and includes a PIN associated with the entire parcel. Yet, it also refers to the property as the "*Cornelius Field House*" which conflicts with the other descriptors. Because of these conflicting descriptors within the Ordinance, Staff looked at the record leading up to the designation ordinance to determine the original intent of the HPC and City Council.

National Register Nomination - 1982

In 1982, 147 Central Avenue was included as part of the Highland Park Multiple Resource Nomination submitted to the National Register of Historic Places ("***NR***") (***Attachment B***). The nomination was prepared by then Historic Preservation Commission ("***HPC***") Chair, Susan Benjamin. The nomination inventory for 147 Central Avenue included the entire 3.8 acre property and outbuildings (coach house, gardener's cottage, bridge, greenhouse foundation). The HPC looks at relevant NR nominations as part of local landmark nominations because NR nominations contain detailed, invaluable research. At the time of the local landmark nomination, the HPC would have been aware of 147 Central Avenue's significant outbuildings. The HPC Chair especially, would have been familiar with all of these details since she wrote the NR nomination herself. It is reasonable to assume that the Chair would have intended to landmark the property in its entirety since that is how she nominated the property to the NR.

Landmark Nomination- 1985

The 1985 landmark nomination form (submitted by former property owner Martha Macleod) refers to the property as a whole. The property is called the "Field" property, not the Cornelius Field House, as it is called in later documents (***Attachment C***). Both the HPC and City

[1] "Property" in Chapter 24, refers to "land and improvements identified as a separate legal lot of record for the purposes of the City's subdividing and zoning regulations." This definition, if applied to 147 Central Avenue, would encompasses the entirety of the parcel.

Council would have seen that Ms. Macleod did not single out her house for designation, but rather sought to landmark the "*Field Property*."

In 1985, Martha Macleod, signed a consent form to landmark "*the property located at 147 Central*" (***Attachment D***). Between 1983 and 2005, owner consent was required for landmark designations and Council reviewed this form as part of the nomination.

HPC Resolution – 1985

The HPC referred to the property as the "*Cornelius Field House*" on a resolution recommending approval of landmark designation to City Council (***Attachment E and F***). Referring to a property by its colloquial historic name is a common preservation practice and does not necessarily mean the HPC only intended to regulate the main house.

Past COA Reviews (1986-2011)

In 1986, a year after the subject property was designated a Local Historic Landmark, the HPC reviewed alterations to the coach house on the property (***Attachment G***). The HPC members who issued the 1986 COA were the same HPC members who recommended the designation to City Council a year prior. Susan Benjamin, former HPC Chair, signed both the 1985 resolution recommending landmark designation to City Council and the 1986 coach house COA. Martha Macleod was still the property owner during the 1986 COA review. She did not object to the review of the coach house. The gardener's cottage and landscape have since been reviewed by the HPC as part of this designation as well (***Attachment H***). None of these reviews have received any pushback from the Macleods, or subsequent owners.

Conclusion.

Based on the evidence gathered, Staff concludes that the property owner, the HPC and City Council intended to regulate the property in its entirety, not just the main house. City Council was presented a landmark nomination to designate the "*Field Property*" and in the following years the HPC and property owner acted in ways that further reinforced an intent to regulate the property in its entirety. In the broader context surrounding the designation, it seems that the inconsistent naming conventions in the 1985 Ordinance does not reflect an intent to only regulate the main house.

Staff's review of the historic record for 147 Central Avenue finds that the property as a whole is a Regulated Historic Structure, meaning any newly-created lot will be a Regulated Historic Structure. Regulated Activity on any newly created lot will require a COA from the HPC.

Attachments.

A. 1985 Landmark Ordinance

B. 1982 National Register Nomination

C. 1985 Landmark Nomination

D. 1985 Owner Consent Form

E. 1985 HPC Resolution

F. 1985 RFCA

G. 1986 Coach House COA

H. Gardener's Cottage and Landscape COA

CITY OF HIGHLAND PARK)
COUNTY OF LAKE) SS
STATE OF ILLINOIS)

I, DAVID W. FAIRMAN, City Clerk of the City of Highland Park, in the County of Lake, State of Illinois, do hereby certify that I am keeper of the records, ordinances, files and seal of said City, and;

I HEREBY CERTIFY that the attached is a true and correct copy of Ordinance No. 34-85 entitled, "AN ORDINANCE DESIGNATING HIGHLAND PARK LANDMARKS," which Ordinance was passed and approved by the City Council of the City of Highland Park on August 26, 1985; all as appears from the records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of said City of Highland Park, this 13th day of January 1986.

David W. Fairman
City Clerk

8/23/85-1:14

AN ORDINANCE DESIGNATING HIGHLAND PARK LANDMARKS

WHEREAS, the Historic Preservation Commission of the City of Highland Park, pursuant to Section 24.025 of "The Highland Park Code of 1968", as amended, did conduct a public hearing on July 30, 1985, pursuant to proper notice; and

WHEREAS, following said hearing, the said Historic Preservation Commission passed Resolutions Nos. 2-85 through 6-85 (copies of which resolutions are attached hereto and made a part hereof as Exhibit I), which resolutions contain the reports of the Commission as well as a recommendation to the City Council of the City of Highland Park that the Cornelius Field House, the W. Lamborn House, the Francis Everett House, the Charles H. Lipman House, and the Stupey Cabin (hereinafter collectively referred to as "Subject Properties") be designated Highland Park Landmarks; and

WHEREAS, the City Council has determined that the designation of the Subject Properties will be consistent with the planning policies and objectives of the City, will promote the welfare of its residents, and will not adversely affect the value, use, or enjoyment of any adjacent or nearby property; and

WHEREAS, the City Council of the City of Highland Park believes it to be in the best interests of the residents of the City of Highland Park that the Subject Properties be designated Landmarks;

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

SECTION ONE: That, pursuant to Section 24.025 of "The Highland Park Code of 1968", as amended, the following described properties be and the same are designated hereby as Landmarks:

Cornelius Field House	147 Central Avenue	16-23-210-002
W. Lamborn House	2360 Sheridan Road	16-23-210-003
Francis Everett House	296 Linden Park Place	16-23-403-030
Charles H. Lipman House	85 Roger Williams Ave.	16-36-204-007
Stupey Cabin	St. Johns Avenue	16-23-413-018

and as such shall be subject hereafter to the provisions of Chapter 24 of "The Highland Park Code of 1968", as amended.

SECTION TWO: That, as notice of the action of this City Council, the City Clerk shall forward certified copies hereof to those who nominated the aforedescribed properties as Landmarks, to the owners of record of the aforementioned Landmarks, and to the Building Department of the City of Highland Park.

SECTION THREE; That this ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

AYES: - 7 -

NAYS: - 0 -

ABSENT: - 0 -

PASSED: 8/26/85

APPROVED: 8/26/85

PUBLISHED: 9/12/85

ORDINANCE NO: 34-85

Robert M Buchan
Mayor

ATTEST:
David W. Jamison
City Clerk

RESOLUTION TO RECOMMEND TO THE CITY COUNCIL
THAT THE HOUSE BE DESIGNATED
AS A HIGHLAND PARK LANDMARK

WHEREAS, the City of Highland Park currently has an Historic Preservation ordinance in effect which allows the City Council to designate distinctive historic, architectural, and/or landscape characteristics of Highland Park as Highland Park Landmarks; and

WHEREAS, the Highland Park Historic Preservation Commission has held a hearing on July 30, 1985, and has prepared a report summarizing the evidence at said hearing, a copy of which report is attached hereto and hereby made a part hereof as Exhibit A; and

WHEREAS, the Highland Park Historic Preservation Commission has determined that the Cornelius Field House, located at 147 Central Ave., P.I.N.: 16-23-210-002, is eligible for designation as a Highland Park Landmark because it meets with Criteria #1, #3, #4, and #6 of the Commission's "Criteria for Determining Highland Park Landmarks";

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

That the proposed landmark, the Cornelius Field House, be recommended to the City Council of the City of Highland Park for designation as a Highland Park Landmark.

AYES: -5-

NAYES: -0-

ABSENT: -4-

PRESENT: -0-

PASSED: 7-30-85

APPROVED: 7-30-85

Susan S. Benjamin
Chairman

RESOLUTION NO. 2-85

EXHIBIT I-A

RESOLUTION TO RECOMMEND TO THE CITY COUNCIL
THAT THE HOUSE BE DESIGNATED
AS A HIGHLAND PARK LANDMARK

WHEREAS, the City of Highland Park currently has an Historic Preservation ordinance in effect which allows the City Council to designate distinctive historic, architectural, and/or landscape characteristics of Highland Park as Highland Park Landmarks; and

WHEREAS, the Highland Park Historic Preservation Commission has held a hearing on July 30, 1985, and has prepared a report summarizing the evidence at said hearing, a copy of which report is attached hereto and hereby made a part hereof as Exhibit A; and

WHEREAS, the Highland Park Historic Preservation Commission has determined that the W. Lamborn House, located at 2360 Sheridan Rd., P.I.N.: 16-23-210-003, is eligible for designation as a Highland Park Landmark because it meets with Criteria #4, #5, and #6 of the Commission's "Criteria for Determining Highland Park Landmarks";

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

That the proposed landmark, the W. Lamborn House, be recommended to the City Council of the City of Highland Park for designation as a Highland Park Landmark.

AYES: -5-

NAYES: -0-

ABSENT: -4-

PRESENT: -0-

PASSED: 7-30-85

APPROVED: 7-30-85

Susan S. Benjamin
Chairman

RESOLUTION NO. 3-85

EXHIBIT I-B

RESOLUTION TO RECOMMEND TO THE CITY COUNCIL
THAT THE HOUSE BE DESIGNATED
AS A HIGHLAND PARK LANDMARK

WHEREAS, the City of Highland Park currently has an Historic Preservation ordinance in effect which allows the City Council to designate distinctive historic, architectural, and/or landscape characteristics of Highland Park as Highland Park Landmarks; and

WHEREAS, the Highland Park Historic Preservation Commission has held a hearing on July 30, 1985, and has prepared a report summarizing the evidence at said hearing, a copy of which report is attached hereto and hereby made a part hereof as Exhibit A; and

WHEREAS, the Highland Park Historic Preservation Commission has dtermined that the Francis Everett House, located at 296 Linden Park Place, P.I.N.:16-23-403-030, is eligible for designation as a Highland Park Landmark because it meets with Criteria #1, #3, #4 and #6 of the Commission's "Criteria for Determining Highland Park Landmarks";

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

That the proposed landmark, the Francis Everett House, be recommended to the City Council of the City of Highland Park for designation as a Highland Park Landmark.

AYES: -5-

NAYES: -0-

ABSENT: -4-

PRESENT: -0-

PASSED: 7-30-85

APPROVED: 7-30-85

Susan S. Benjamin
Chairman

RESOLUTION NO. 4-85

EXHIBIT I-C

RESOLUTION TO RECOMMEND TO THE CITY COUNCIL
THAT THE HOUSE BE DESIGNATED
AS A HIGHLAND PARK LANDMARK

WHEREAS, the City of Highland Park currently has an Historic Preservation ordinance in effect which allows the City Council to designate distinctive historic, architectural, and/or landscape characteristics of Highland Park as Highland Park Landmarks; and

WHEREAS, the Highland Park Historic Preservation Commission has held a hearing on July 30, 1985, and has prepared a report summarizing the evidence at said hearing, a copy of which report is attached hereto and hereby made a part hereof as Exhibit A; and

WHEREAS, the Highland Park Historic Preservation Commission has determined that the Charles H. Lipman House, located at 85 Roger Williams Ave., P.I.N.: 16-36-204-007, is eligible for designation as a Highland Park Landmark because it meets with Criteria #1, #4, #5, and #6 of the Commission's "Criteria for Determining Highland Park Landmarks";

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

That the proposed landmark, the Charles H. Lipman House, be recommended to the City Council of the City of Highland Park for designation as a Highland Park Landmark.

AYES: -5-

NAYES: -0-

ABSENT: -4-

PRESENT: -0-

PASSED: 7-30-85

APPROVED: 7-30-85

Susan S. Benjamin
Chairman

RESOLUTION NO. 5-85

EXHIBIT I-D

RESOLUTION TO RECOMMEND TO THE CITY COUNCIL
THAT THE HOUSE BE DESIGNATED
AS A HIGHLAND PARK LANDMARK

WHEREAS, the City of Highland Park currently has an Historic Preservation ordinance in effect which allows the City Council to designate distinctive historic, architectural, and/or landscape characteristics of Highland Park as Highland Park Landmarks; and

WHEREAS, the Highland Park Historic Preservation Commission has held a hearing on July 30, 1985, and has prepared a report summarizing the evidence at said hearing, a copy of which report is attached hereto and hereby made a part hereof as Exhibit A; and

WHEREAS, the Highland Park Historic Preservation Commission has determined that the Stupey Cabin, located at the east side of St. Johns Ave., between Hazel St. and Laurel St., P.I.N.: 26-23-413-018, is eligible for designation as a Highland Park Landmark because it meets with Criteria #1, #4, #8, and #9 of the Commission's "Criteria for Determining Highland Park Landmarks";

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

That the proposed landmark, the Stupey Cabin, be recommended to the City Council of the City of Highland Park for designation as a Highland Park Landmark.

AYES: -5-

NAYES: -0-

ABSENT: -4-

PRESENT: -0-

PASSED: 7-30-85

APPROVED: 7-30-85

Susan S. Bugajski
Chairman

RESOLUTION NO. 6-85

EXHIBIT I-E

HIGHLAND PARK MULTIPLE RESOURCE INVENTORY SHEET

PROPERTY NAME Cornelius Field House

ADDRESS 147 Central Avenue CITY/TOWN/VICINITY Highland Park

COUNTY Lake STATE Illinois ZIP 60035

OWNER'S NAME Martha F. MacLeod

ADDRESS same CITY/TOWN/VICINITY

STATE ZIP

LOCATION OF LEGAL DESCRIPTION Deerfield Township Assessor's Office
600 Laurel Avenue
Highland Park, Illinois 60035

VERBAL BOUNDARY DESCRIPTION Lot 4, Block 26 Highland Park Subdivision
P.I.N. # 16-23-210-002

APPROXIMATE ACREAGE 3.8 acres

DATE OF CONSTRUCTION circa 1875 ARCHITECT AND/OR BUILDER Cornelius Field

ARCHITECTURAL STYLE (IF RELEVANT) Steamboat Gothic

PHYSICAL DESCRIPTION OF BUILDING AND PROPERTY Vertical-battened siding would argue for labeling the overall structure Steamboat Gothic, however, the south-facing facade is a combination of two separate styles, indicating completion at different times. (Photographs show house had attained its present size by 1896.) The eastern section is a straightforward but slightly broad Gothic cottage with roof, running parallel to the street, intersperced by a gable. A High Victorian porch wraps around this part of the first floor to face south and east. Abutting this section, on the west, is an Italianate structure approximately the same size but with the second story contained (continued on attached)

OVERALL CONDITION: EXCELLENT X GOOD ___ FAIR ___ DETERIORATED ___ RUIN ___

INTEGRITY: UNALTERED X ALTERED ___

DATE AND NATURE OF ALTERATIONS: A later addition, a second-floor sleeping porch, was removed in 1985.

ALTERATIONS (cont'd)

USE:

ORIGINAL USE Predominately residential

PRESENT USE Residential

OUTBUILDINGS AND/OR OTHER CULTURAL RESOURCES ON PROPERTY (ATTACH SKETCH PLAN IF APPLICABLE)

Coach House, circa 1875-1880, on the northwest corner of the property (address, 160 Park Avenue) is Queen Anne style with a gambrel roof bisected by gambrel dormers front and

(continued on attached)

HISTORICAL AND/OR ARCHITECTURAL SIGNIFICANCE

During the 1880s, the building served as a boys' school. The unusually large bedroom (second floor, southwest corner) is said to have been a dormitory dating from this period.

FORM PREPARED BY Martha F. MacLeod

TEL (312) 433-3353

PROPERTY NAME Cornelius Field House

LOCATION 147 Central Avenue CITY/TOWN/VICINITY Highland Park, Illinois

FACING DATE

PHOTOGRAPHER

LOCATION OF NEGATIVE

United States Department of the Interior
Heritage Conservation and Recreation Service

National Register of Historic Places Inventory—Nomination Form

For HCRS use only
received
date entered

Continuation sheet | Item number | Page

continued from "Physical Description..." Page 1

within a Mansard roof. Here a large Palladian window, with ample cornices and topped by a large keystone, bisects the front. Below this, on the ground floor, is a square-fronted bay. Behind the east (Gothic) section is the kitchen wing which is housed in an older and more simple structure, apparently the original farmhouse. On the west side of the front is a large porte-cochere.

In 1984 and 1985 restoration of the porch--wide front and deep side--was carefully and authentically executed. All woodwork that needed replacement was faithfully reproduced (from existing work) and replaced. Porch roof was covered, and gutters and downspouts executed, in lead-coated copper. In the early 198s, the entire exterior of the building was hand stri ped with paint remover.

contined from "Outbuildings and/or other..." Page 2

back. Bridge from driveway to coach house was constructed of railway trestlework (infrastructure) and wood (superstructure) circa 1930.

Guest House on property was originally the potting shed (and heating source) for a large greenhouse. The greenhouse had been razed by 1954; the potting shed was converted (varied floor levels and furnace cellar were retained) to a guest house in 1967. The foundation of the old greenhouse now serves as a planted terrace.

Highland Park Historic Preservation Commission
1707 St. Johns Avenue
Highland Park, Illinois 60035

Landmark Nomination Form

Date: 1-30-1985 (before Commission 4/18/85)

1) Name of Property (original if known): Field

2) Street Address: 147 Central Avenue

3) Legal description or P.I.N. (Permanent Index Number from Township Assessor's Office, 600 Laurel Ave., Highland Park):
PIN 16-23-210-002

4) Name and Address of Property Owner(s) (From Assessor's Office):
MacLeod
147 Central

5) Present Use: residence 6) Past Use: residence, school

7) Architect: H.P. Bldg Comp. 8) Date of Construction: c 1875

9) Written statement describing property and setting forth reasons it is eligible for Landmark designation:

Eastern section Gothic cottage, abutting it on west is two-story wing - second story contained within Mansard roof

10) This structure is eligible for designation on the basis of the following criteria (see reverse page):

1, 3, 4, 5, 6



11) Name(s) and Adress(es) of Applicant(s):

Name(s): Martha MacLeod

Signature(s): Martha MacLeod

Address(es): 147 Central
Highland Park 60035

12) Affiliation (Commission Member, Owner, City Council, Preservation Organization): Owner

Please complete and return this form to the Highland Park Preservation Commission 1707 St. Johns Avenue, Highland Park, Illinois 60035

Owner Consent Form
for
Highland Park Landmark Nomination

Date: 5/5/85

The undersigned owner of the property located at ~~147 Central Avenue~~ _____ (address), in the city of Highland Park, Illinois, hearby approves consent for the above property to be nominated by the Highland Park Historic Preservation Commission for designation as a Highland Park Landmark (X)/ ~~disapproves consent for the above property to be nominated by the Highland Park Historic Preservation Commission for designation as a Highland Park Landmark ( )~~. (Please place an X in the appropriate space.)

Signature(s) Martha MacLeod

Print Name(s) Martha MacLeod

Address 147 Central Avenue
Highland Park, IL

Phone # 433-3353

RESOLUTION TO RECOMMEND TO THE CITY COUNCIL
THAT THE HOUSE BE DESIGNATED
AS A HIGHLAND PARK LANDMARK

WHEREAS, the City of Highland Park currently has an Historic Preservation ordinance in effect which allows the City Council to designate distinctive historic, architectural, and/or landscape characteristics of Highland Park as Highland Park Landmarks; and

WHEREAS, the Highland Park Historic Preservation Commission has held a hearing on July 30, 1985, and has prepared a report summarizing the evidence at said hearing, a copy of which report is attached hereto and hereby made a part hereof as Exhibit A; and

WHEREAS, the Highland Park Historic Preservation Commission has dtermined that the Cornelius Field House, located at 147 Central Ave., P.I.N.: 16-23-210-002, is eligible for designation as a Highland Park Landmark because it meets with Criteria #1, #3, #4, and #6 of the Commission's "Criteria for Determining Highland Park Landmarks";

NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS:

That the proposed landmark, the Cornelius Field House, be recommended to the City Council of the City of Highland Park for designation as a Highland Park Landmark.

AYES: -5-

NAYES: -0-

ABSENT: -4-

PRESENT: -0-

PASSED: 7-30-85

APPROVED: 7-30-85

Susan S. Benjamin
Chairman

RESOLUTION NO. 2-85

Request For Council Action

REFERRED TO COUNCIL: August 12, 1985 **AGENDA ITEM NO:** 2-a

ORIGINATED BY: Historic Preservation Commission

SUBJECT: Landmark Nomination of Cornelius Field House

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Historic Preservation Commission nominates local landmarks, as set forth by the Highland Park Preservation Ordinance. The Commission has passed a resolution to recommend to the City Council that the Cornelius Field House, 147 Central Ave. be designated as a Highland Park Landmark. The enclosed material summarizes the significance of the building. The owner has given consent to the landmark designation of the house.

DOCUMENTS ATTACHED:

1) Completed Landmark Nomination Form (Criteria for Determining Highland Park Landmarks is on the back of the sheet)

2) Resolution to recommend to the City Council that the Cornelius Field House be designated as a Highland Park Landmark (Avail Mon.)

3) Owner Consent for Highland Park Landmark

RECOMMENDATION:

The Historic Preservation Commission recommends that the Cornelius Field House be designated as a Highland Park Landmark

MANAGER'S RECOMMENDATION:

Concur

HISTORIC PRESERVATION COMMISSION

CERTIFICATE OF APPROPRIATENESS

Date: August 19, 1986

Name of Landmark: Cornelius Field House (Coach House)

Address: 147 Central/ 160 Park Ave.

Name of Owner: Martha and Al MacLeod

Name of Contractor: Peter Nicolazzi, Carpenter and Smith

Proposed repair, alteration, removal, construction or demolition:
Rebuilding of Sub-structure and footings (see attached letter dated August 1, 1986)

Date of Commission Review: August 19, 1986

Motion - Commissioner Axelrod — X Accept ___Reject Propospal
Second: Commissioner Novickas
Abstain: Commissioner Nicolazzi
Vote: All-in-Favor

Attached Documents: Letter from Peter Nicolazzi to Al MacLeod date Aug. 1, 1986

Comments:

Signed: Susan S Benjamin (JS)

CITY OF HIGHLAND PARK
HISTORIC PRESERVATION COMMISSION

Certificate of Appropriateness

DATE: June 9, 2011

NAME OF LANDMARK: Cornelius Field House

ADDRESS: 147 Central Avenue

NAME OF OWNER: Gale Rothner

NAME OF ARCHITECT: N. Batistich Architects, Burr Ridge, IL

PROPOSED REPAIR, ALTERATION, REMOVAL, CONSTRUCTION OR DEMOLITION:

1) Replacement of two exterior stairways with concrete steps. The steps will be capped in masonry and have white wooden risers.
2) A fenced-in patio on the north end of the house. Details of the fence and pavers are attached to this COA.
3) A cedar deck will be constructed on the east side of the guest cottage. Approved plans attached.

DATE OF COMMISSION REVIEW: June 9, 2011

MOTION: Commissioner Rotholz

SECOND: Commissioner Fradin

ABSTAIN:

VOTE: 5-0

ACCEPT PROPOSAL	X
REJECT PROPOSAL	

ATTACHED DOCUMENTS:

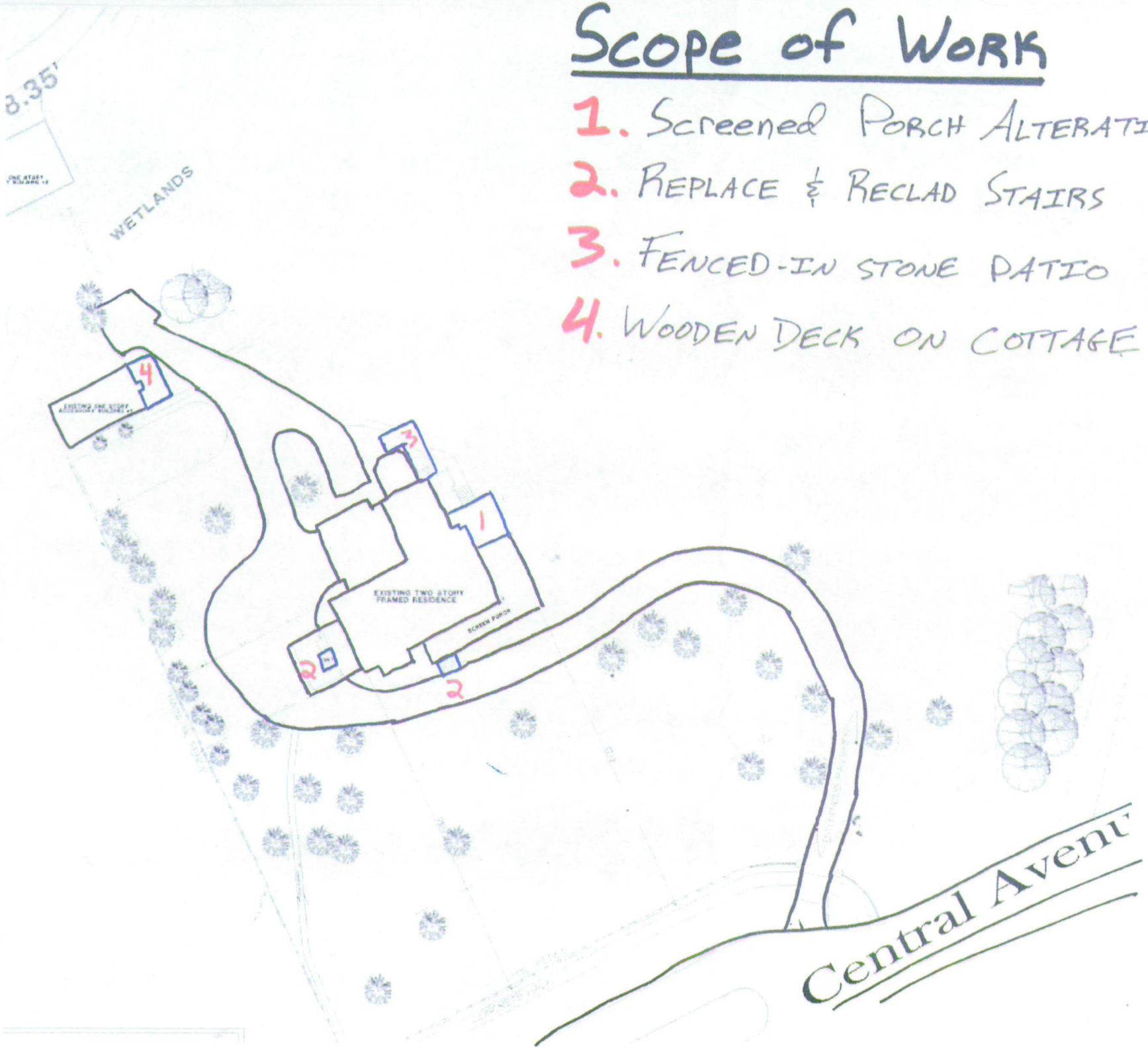
- Details of the fence and patio pavers.
- Approved drawings of cedar deck on the cottage.
- Photographs of the exterior stairs to be replaced.

COMMENTS:

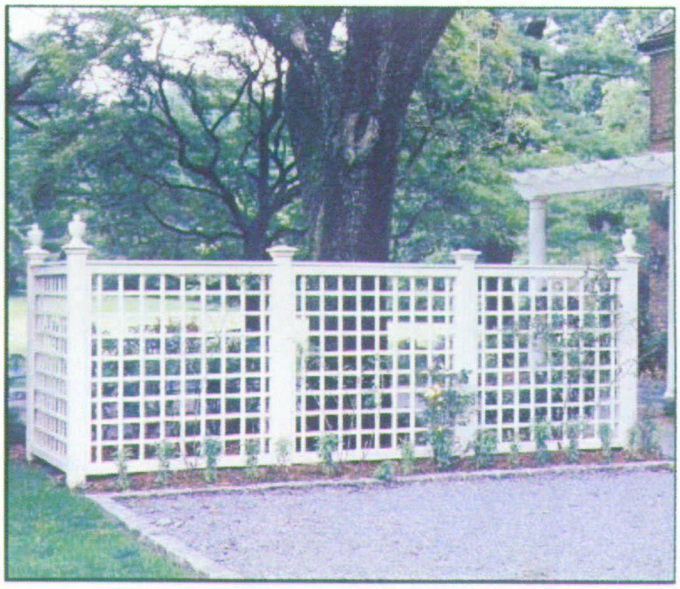
SIGNED:

Scope of Work

1. Screened Porch Alteration
2. Replace & Reclad Stairs
3. Fenced-In stone patio
4. Wooden Deck on Cottage



Proposed Fence Style for Patio



Gate Style for Patio



Decorative Trellis Example



147 Central

Transformed LANDSCAPES

ROSETTA®

THE LOOK AND FEEL OF NATURE







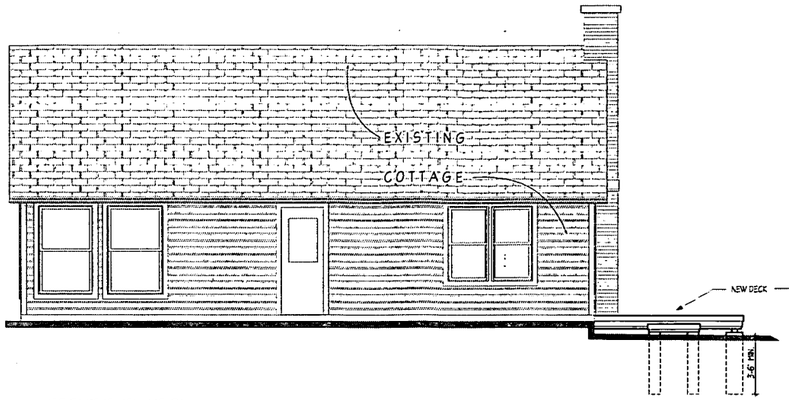


Rosetta Hardscapes accurately creates *the look and feel of nature* in any application you imagine. This boutique line of landscape products truly amazes even the most discerning craftsman or homeowner. The textures, colors and shapes of these stones are like nothing else on the market today.

By crafting Rosetta stones with architectural-grade *wet-cast* concrete as opposed to the much more common *dry-cast* concrete, Rosetta Hardscapes captures a level of detail in texture previously unavailable in landscape block materials. Also, the use of *wet-cast* concrete allows Rosetta to offer significantly improved durability over most competitive products.

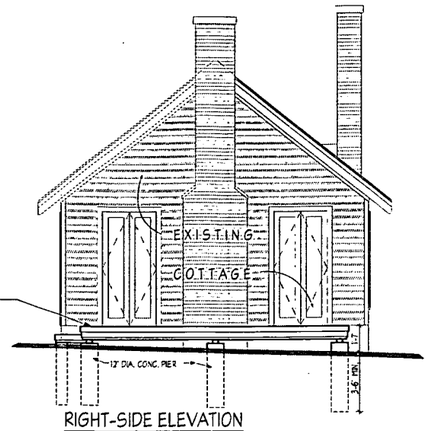
Thank you for taking the time to review the Rosetta line of products on the following pages. Imagine the possibilities of a Rosetta solution for your next project! Let Rosetta be the catalyst that inspires your creative process.

2



FRONT ELEVATION

SCALE: 1/4" = 1'-0"

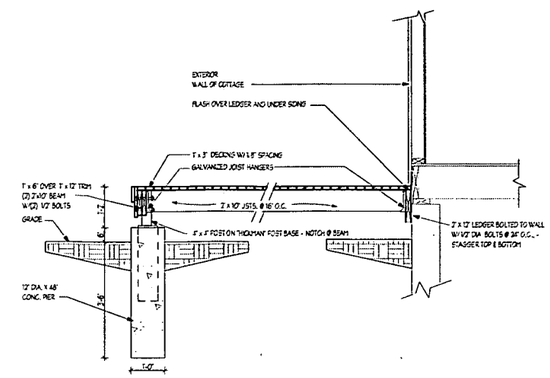


RIGHT-SIDE ELEVATION

SCALE: 1/4" = 1'-0"

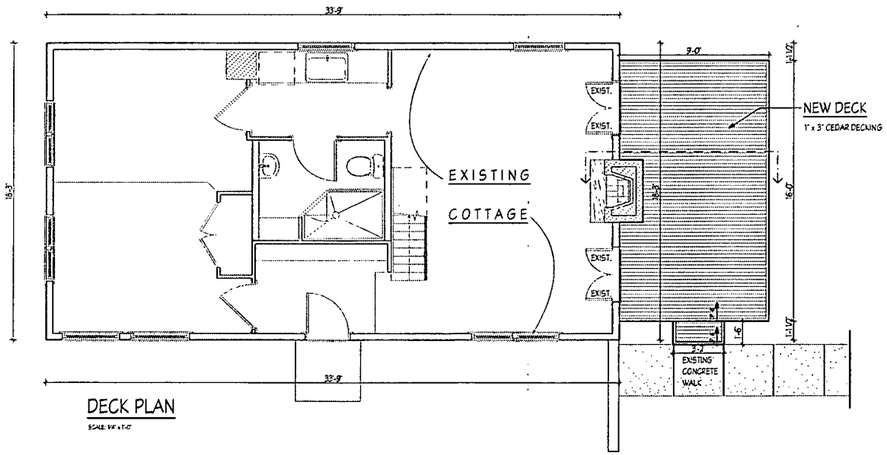
GENERAL NOTES:

- SOIL ASSUMED TO HAVE A BEARING CAPACITY OF 3,000 P.S.F.
- CONCRETE TO BE 3,000 P.S.I. IN 28 DAYS.
- ALL STRUCTURAL GRADE LUMBER TO BE STRUCTURAL GRADE FIR OR S.P.F., MIN. 1,050 fb..
- ALL FRAMING LUMBER TO BE "PRESSURE TREATED"
- ALL EXPOSED FINISH WOOD TO BE CEDAR
- STAIR RISERS SHALL BE 7-3/4" MAXIMUM AND STAIR TREAD TO BE 10" MINIMUM CLEAR OF TREAD ABOVE. MINIMUM WIDTH TO BE 3



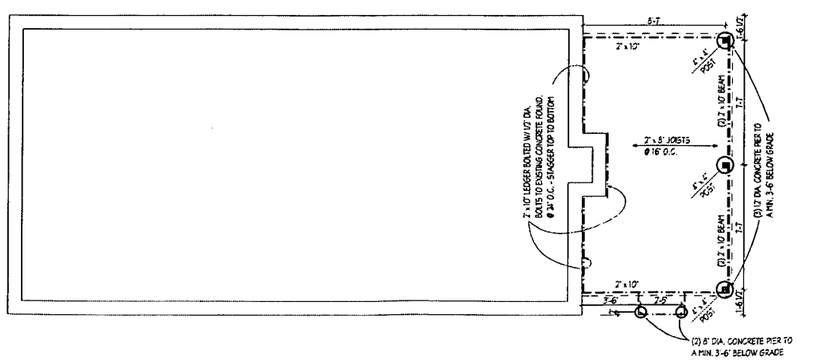
DECK SECTION

SCALE 1/2" = 1'-0"



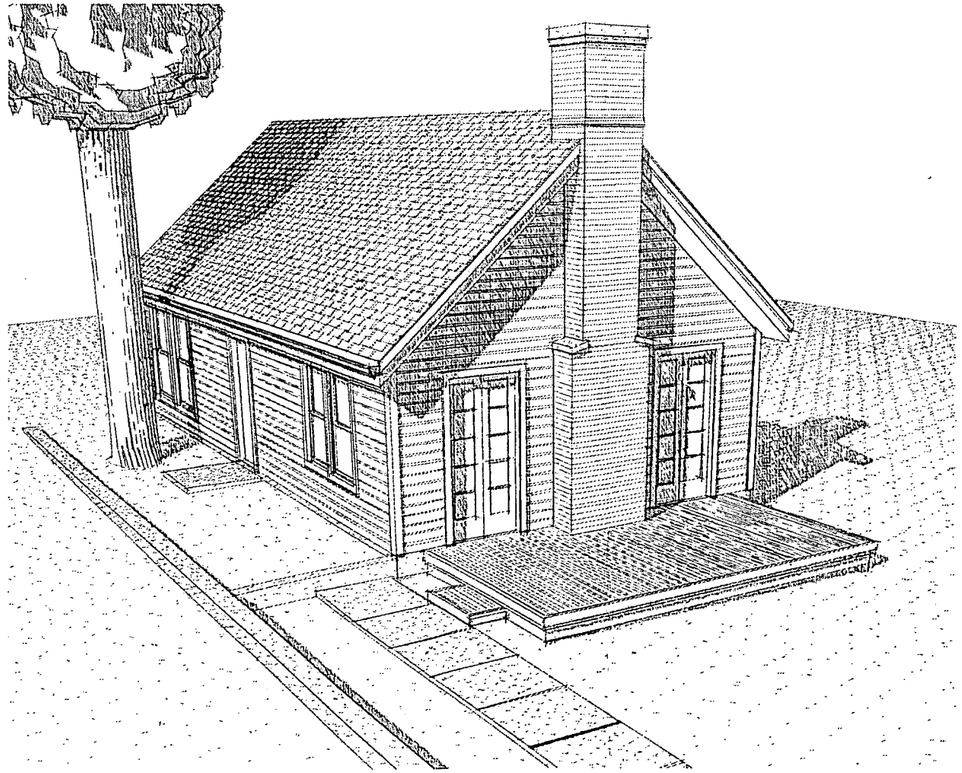
DECK PLAN

SCALE: 1/4" = 1'-0"



DECK FRAMING PLAN

SCALE: 1/4" = 1'-0"



n. batistich, architects
MEADOWBROOK OFFICE CENTER
16W475 S. FRONTAGE RD., SUITE 201
BURR RIDGE, IL 60527 (630) 986-1773

I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY SUPERVISION AND THAT THEY COMPLY TO THE BEST OF MY KNOWLEDGE AND BELIEF WITH THE REQUIREMENTS OF THE BUILDING CODE.

DO NOT SCALE DRAWINGS

CONTRACTOR SHALL VERIFY ALL PLAN AND DIMENSIONS AND CONDITIONS ON THE JOB AND SHALL NOTIFY THE ARCHITECTS IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH WORK. OR BE RESPONSIBLE FOR SAME.

PLAN No.	18.422.11
SHEET No.	1 of 1
REVISIONS	
DATE	APRIL 22, 2011
DRAWN BY:	
SCALE	
APPROVED BY:	

TITLE: Public Hearing #PUD-2025-00081 for a Special Use Permit in the Nature of a Preliminary and Final Planned Development with Modifications from City Code; and a Plat of Re-Subdivision, with Variances from City Code (147 Central Ave.)

Zoning Review.

Lot 1, existing residence – R4 Low to Moderate Density

Standard	*Requirement*	*Proposed*	*Notes*
Lot Dimensions	20,000 SF | 40,000 SF for LFOZ	89,204 SF	Complies
Density - Min. lot area per dwelling unit	20,000 SF	89,204 SF	Complies
Minimum front yard	40'	123.34' (existing)	Complies
Minimum side yard	48.75' total; 12' min	50'	Noncompliant, pre-existing
Minimum rear yard	35'	35'	Noncompliant, pre-existing
Floor Area Ratio	((.1026 x lot area) + 6188 x 100) / (lot area) = 15.340	4,943 SF	Complies

- The Coach House and Garden's Cottage are the noncompliant, pre-existing encroachments.

Lot 2, new lot – R4 Low to Moderate Density

Standard	*Requirement*	*Proposed*	*Notes*
Lot Dimensions	20,000 SF | 40,000 SF for LFOZ	89,319 SF	Complies
Density - Min. lot area per dwelling unit	20,000 SF	89,319 SF	Complies
Minimum front yard	40'	123.34'	Complies
Minimum side yard	77.4' total; 12' min	95.41'	Complies
Minimum rear yard	35'	35'	Complies
Floor Area Ratio	((.1026 x lot area) + 6188 x 100) / (lot area) = 15.352	0 SF	Complies

Lake Front Density & Character Overlay Zone

- Minimum Area for Single-Family Residence - no subdivision of any lot in the LFOZ Overlay Zone shall create any new lot that has a minimum area for a single-family residence of less than 40,000 square feet. The proposed two lots will each meet the minimum lot area, lot depth, and lot width requirements of both the R4 Low to Moderate Density Residential District and Lake Front Density & Character Overlay Zone (LFOZ).

- Average Width - no subdivision of any lot in the LFOZ Overlay Zone shall create any new lot that has an average width of less than 100 feet. The proposed two lots will each meet the established property width average per Section 151.004(A)(6).

Steep Slope Zone

Defined per Section 150.202 – "All land which lies between the bottom of a ravine steep slope and a line being farthest from the bottom of a ravine steep slope and ten (10) feet from the top edge of a ravine steep slope; and all land which lies between the bottom of a bluff steep slope and a line being farthest from the bottom of a bluff steep slope and forty (40) feet from the top edge of a bluff steep slope."

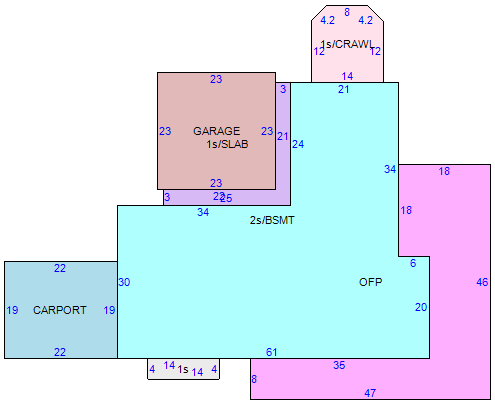
- SSZ surrounding the property is ravine, therefore requiring a 10' setback from the top edge of the ravine.

Footprint of existing structures on 147 Central Ave:

- Single family home ~ 4,556 sq. ft., footprint see **Attachment 9** for sketch plan data from the Lake County Assessor's Office.
- Coach house ~ 1,152 sq. ft. footprint
- Gardener's cottage ~ 643 sq. ft. footprint

PARID: 1623210002
NBHD: 1825010
GALE ROTHNER TTEE GALE ROTHNER SPOUSAL
Tax Year: 2025 (Taxes Payable in 2026).

ASSESSOR #: 049
ROLL: RP
147 CENTRAL AVE
Select **Tax Year** on the right:



Item	Area
2s/BSMT	2274
OFP - 11:OFP OPEN FRAME PORCH	940
1s - 10:1S FR FRAME	56
1s/CRAWL - 10/53:1S FR FRAME/CRAWL	201
1s/SLAB - 10/52:1S FR FRAME/SLAB	138
GARAGE - 13:FRAME GARAGE	529
CARPORT - 30:CARPORT	418

Printed on Wednesday, April 29, 2026, at 5:31:37 PM EST

City of Highland Park
1150 Half Day Rd.
Highland Park, Illinois 60035
847.432.0807
cityhpil.com

Memorandum

DATE: October 28, 2025

TO: Karl Burhop, Planner

FROM: Emmanuel Gomez, PE, City Engineer

BY: Sam Hertel, PE, Civil Engineer

SUBJECT: 147 Central Ave – Subdivision Application

Plat Comments

1. Engineering has no comments regarding the proposed subdivision of the existing parcel

Plan Comments

1. A new residence on the proposed parcel will require a Drainage & Grading permit
    a. Plans submitted with permit should include existing and proposed impervious area calculations

2. A new residence on the proposed parcel may require a Watershed Development Permit, due to hydrological disturbance
    a. Trigger for this requirement is 5000sqft+ disturbance
    b. This would be determined when Drainage & Grading plans are submitted to City for review

3. A new residence on the proposed parcel would meet threshold set forth in Residential Infill Ordinance (250sqft+ new impervious area) and would require applicant to capture stormwater runoff and route it to the City's storm sewer system or directly to the ravine

4. Engineering may have further comments once plans are submitted to the City for review

City of Highland Park
1150 Half Day Rd.
Highland Park, Illinois 60035
847.432.0807
cityhpil.com

Memorandum

DATE: December 17, 2025

TO: Karl Burhop, Planner

FROM: Emmanuel Gomez, PE, City Engineer

BY: Alec Turkowski, Civil Engineer

SUBJECT: 147 Central Ave – PUD-2025-00081

Plan Comments

1. Please revisit and address the comments provided by Sam Hertel in October 2025.
2. If the proposed work involves activities on or near the ravine, please ensure full with City Code Article XIX – Steep Slope Zone.
3. Engineering has no further comments regarding this permit. Engineering may have further comments once plans are submitted for a Drainage & Grading permit.

Hoffmann, Patrick

From: Lisa Temkin
Sent: Monday, May 25, 2026 7:45 PM
To: Lidawer, Annette <alidawer@cityhpil.com>; Tapia, Andres <atapia@cityhpil.com>; Ross, Yumi <yross@cityhpil.com>
Cc: Neukirch, Ghida <gneukirch@cityhpil.com>
Subject: Cornelius Field Estate

Council members Lidawer, Tapia and Ross,

There aren't many remaining large estates in Highland Park, but the City was firm in its support when a similar issue arose with the A.G. Becker estate in 2007. Now almost 20 years later you, as council members, will decide the fate of the Field estate.

As you all likely know, I served 8 years (2 terms) on the HPC. I was on the HPC when Gail Rothner applied for a COA to make changes to her landmarked property. In fact, the HPC approved two COA's for Ms. Rothner to make changes that we felt didn't drastically alter the house or property. Ms. Rothner loved her home and was passionate about making appropriate changes to make the house and property livable while maintaining its significance. She was an incredible steward and cared about protecting this important community resource. When the George Millard property (FLW design, 1 of 3 in HP) was threatened, Ms. Rothner stepped in and purchased the house, renovated it and then donated the property. She was a true supporter of preservation. As the children of Ms. Rothner are in favor of the subdivision, it's extremely disappointing that they don't share their mother's value for preserving historic resources.

One of the tasks of the HPC should be to help homeowners strategize when they're ready to sell their historic property. The Field property was listed for sale on a mainstream real estate site for over $5m. It was obvious to anyone that this was a very special property and a realtor should've suggested listing the property on websites that specialize in historic properties—there are several and I recently provided some of the sites to Planner Markle. There's a very good chance that the property would've sold if it had been marketed properly. The NYT has estates listed for sale, as does Landmarks Illinois, just to name two. It doesn't appear that the owners or realtor made any good faith attempt to find a new steward. Instead, they went to the default option and path of least resistance. A conversation with the director of Community Development in Lake Forest by the Rothner family and an appropriate agent would've likely provided valuable insight since Lake Forest has dealt with this very same issue for decades.What kind of precedent does this send to other owners whose properties are locally landmarked? Highland Park seems to have given up on the historic resources that enrich our entire community.

The HPC has voted against the proposed changes to the property and they are correct that the entire property, subdivided or not, remains landmarked. What's the point of having the HPC if their decisions are neglected and then overturned, as has happened in the past? The Commission is made up of "experts" that Mayor Rotering herself appointed. Shouldn't the HPC, who has reviewed the property and discussed the issues and standards for subdivision of a locally landmarked property, be supported on their decision?

Not every old house is considered historic and worthy of preservation, but if not this property, what IS worth protecting? If the subdivision does move forward, the developer should be required to have the HPC review the plans since that's what is required in the standards. I hope you'll advocate to maintain the Cornelius Field Estate as it is and has been for over 100 years.

Regards,

Lisa
Lisa Temkin, MS

Hoffmann, Patrick

Subject: RE: Letter of Support - 147 Central Avenue

From: Paul Fishbein
Sent: Sunday, May 31, 2026 4:46 PM
To: Neukirch, Ghida <gneukirch@cityhpil.com>; Rotering, Nancy <nrotering@cityhpil.com>; Blumberg, Tony <ablumberg@cityhpil.com>; Meckler Bruckman, Barisa <bbruckman@cityhpil.com>; Center, Jon <jcenter@cityhpil.com>; Lidawer, Annette <alidawer@cityhpil.com>; Ross, Yumi <yross@cityhpil.com>; Tapia, Andres <atapia@cityhpil.com>
Subject: Letter of Support - 147 Central Avenue

[EXTERNAL EMAIL]

Dear Mayor and City Council Members,

RE: Letter of Support for the Proposed Planned Development and Plat of Re-Subdivision – 147 Central Avenue

I am writing to formally express my strong support for the proposed subdivision of the landmark property located at 147 Central Avenue into two independent legal lots.

While we must remain deeply respectful of Highland Park's rich architectural heritage, a meticulous review of the project parameters reveals that this specific subdivision can be executed seamlessly without diminishing the historic integrity or legal landmark status of the original Cornelius Field estate.

The argument that this subdivision preserves the historic nature of the property is rooted in three distinct, legally enforceable safeguards:

1. Absolute Preservation of the Landmark Status & Protective Oversight

A common misconception is that dividing a parcel inherently dilutes its historical standing. However, under City Code, the subdivision of this property into Lot 1 and Lot 2 **does not alter or remove its landmark designation**. Both parcels will remain fully regulated under Chapter 24 of the City's Historic Preservation Code.

This means the Historic Preservation Commission (HPC) retains total regulatory oversight. Any future "Regulated Activity"—including the construction of a new home on the vacant lot—is legally mandated to secure a Certificate of Appropriateness (COA) from the HPC. The HPC will judge any design against strict historic standards, guaranteeing that a future structure will architecturally complement, rather than detract from, the existing environment. Furthermore, per Section $150.545(A)(1)(c)$, any future home will require a formal amendment to the Planned Development, preventing any unvetted or unchecked expansion.

2. Integration of Robust, Restrictive Design Parameters

The Plan and Design Commission (PDC) has already established highly restrictive, protective guidelines in its 3-2 vote to recommend approval. These conditions directly mitigate the concerns raised regarding site density and visual impact:

- **Strict Height Restrictions:** Any future structure built on the vacant lot is strictly prohibited from exceeding the relative height of the historic Cornelius Field House.
- **Generous Setbacks:** The inclusion of mandatory 30-foot and 25-foot side yard setbacks ensures an appropriate physical buffer, maintaining visual breathing room between properties.
- **No Future Relief:** The structure explicitly prohibits any additional zoning relief, ensuring the development remains strictly within the bounds of what the city deems appropriate for this zone.

3. Protection of Key Visual Elements & Environmental Synergy

The historical charm of 147 Central Avenue is heavily dictated by its streetscape presence—specifically the historic gateposts, the wrought-iron fence, and the sweeping heritage trees. The applicant has actively cooperated with preservation preferences, offering to fully preserve the historic gateposts. The PDC's approved motion explicitly mandates the **preservation of the gateposts, wrought-iron fence, and heritage trees** as non-negotiable conditions of approval.

Conclusion

This proposal represents a thoughtful compromise between private property rights and historical stewardship. Because the underlying zoning density and lot width requirements are fully compliant with the Low Density Flood Plain Overlay Zone (LFOZ) requirements, this is not a request to overcrowd a parcel, but rather an effort to utilize tableland in a way that respects the land’s natural borders.

With the city's historic preservation ordinances remaining fully active over both resulting lots, the historic nature of the Cornelius Field Property is legally firewalled. I urge the City Council to adopt the Plan and Design Commission’s recommendation and approve this Planned Development.

Sincerely,

Paul Fishbein

Think Green before printing this email. Nothing in this e-mail or any attachment constitutes a contract.

Dear Nancy

We are writing to express our strong opposition to the proposed Special Use Permit for the Final Planned Development and Plat of Re-Subdivision at 147 Central Avenue, which is scheduled for consideration by the City Council on June 29.

Unfortunately, we will be out of town for the Fourth of July holiday period and therefore unable to attend the meeting. We nevertheless wanted to share our views for your consideration before the vote.

We have been a residents of Highland Park for more than 50 years and have lived for the past 32 years at 101 Belle Avenue, within one of the City's historic preservation districts. Our principal concern is that approval of this application would establish a troubling precedent that could encourage similar requests involving landmarked properties and properties located within historic preservation districts throughout Highland Park.

As we understand the proposal, the applicant seeks to subdivide the property and construct a new residence adjacent to the existing landmarked home. While the Planning and Design Commission recommended approval, the Historic Preservation Commission opposed the proposal. We agree with the Historic Preservation Commission's conclusion that the proposed development would "irreversibly alter the property's historic setting."

Historic preservation districts exist to protect the architectural integrity, character, and historic context of significant properties. Once exceptions are granted that undermine those protections, it becomes increasingly difficult to deny similar requests in the future. The cumulative effect of such decisions could gradually erode the very purpose of Highland Park's preservation ordinances and the protections they were intended to provide.

For these reasons, we respectfully urge the City Council to deny the proposed Planned Unit Development and re-subdivision request. Doing so will preserve the integrity of the City's historic preservation program and avoid setting a precedent that may have lasting consequences for landmarked properties and historic districts throughout Highland Park.

Kindly reply to this email so we know you received same.

Thank you for your time, consideration, and service to our community.

Respectfully,

Jim Terman

Wendy Coleman
101 Belle Avenue
Highland Park, IL

Staff Report

Meeting Date: June 29, 2026

Staff Contact: Anthony Mistretta, Planner I

Department: Community Development Department

Title: A Resolution Approving a Plat of Subdivision (0 Meadow Ln.)

Recommendation:
Staff recommend granting approval a Minor Plat of Re-Subdivision with variations for 0 Meadow Lane as recommended by the Plan and Design Commission.

Policy Consideration:

Summary: The petitioner and property owner Hedjo Chase, LLC ("***Applicant***") submitted a Minor Plat of Subdivision application to re-subdivide the property 0 Meadow Lane, as single lot,(the "***Property***") into two buildable lots[1]. The Property (PIN 1616310002) is currently vacant with no structures and is adjacent to 1700 Meadow Ln.

The existing Property is approximately two acres in size or 87,124 sq. ft. in area. The proposed re-subdivision would split land into two approximate-one acre lots. These lots are intended to be for single-family homes, no plans have been proposed.

The proposed lots exceed the minimum lot area (40,000 SF) and comply with the minimum lot width (100').

Proposed lot area:

- Lot 1: 43,560 (~1 ac.).
- Lot 2: 43,564 sq. ft. (~ 1 ac.).

The Subject Property is within the R3 zoning district, which requires a minimum lot size of 40,000 sq. ft. and minimum Lot Width of 100 feet.

Please see attached **Resolution Exhibit B** for the proposed plat of re-subdivision.

[1] New construction must comply with relevant City Codes and receive permit.

Commission Consideration.

The application was considered by the Plan and Design Commission at a public meeting[1] on June 16, 2026. Please follow the link for the previous meeting videos and materials and see **Attachment 5** for Findings of Fact. Please see **Attachment 6** for Public Comments.

On June 16, 2026, the Commission considered the application, and voted 6-0[2] to recommend approval of the Finding of Fact for a Final Plat of Re-Subdivision with Variations (0 Meadow Ln., a vacant lot with the PIN 1616310002 that is adjacent to 1700 Meadow Ln.)

Neighbors attended this meeting and several spoke, including concerns about access onto the private streets.

[1] A notice sign was placed on the Subject Property and abutting property owners of the subject property were noticed by regular US Mail, as required by City Code for plats of re-subdivision.

[2] Commissioner Moore absent.

Background.

The subject Property was re-subdivided from 1700 Meadow Lane; a Plan and Design Commission consideration on the 9/28/21 PDC meeting, with recommendation to approve, and then approved by City Council on Oct. 25, 2021. This proposal looks to further resubdivide the subject Property.

Subdivision Relief Requested:

The proposed re-subdivision does not comply with Section 151.004(A)(1)[1]:

- Proposed Lot 1 has 11 sides and has multiple intersections that are not at 90 degree angles.
- Proposed Lot 2 has five sides and has at least one intersection not at a 90 degree angle.
- The prior subdivision was approved for similar relief, in 2021.

The variation also encompasses the interior proposed lot lines, of which there are seven proposed interior line segments. Three of the interior line segments are approximately at 90 degree angles; the other interior lines are not. The interior line segments appear to follow the existing private driveway to the existing home. The Applicant submitted a survey and survey exhibit, included in **Attachment 2, Attachment 3**, **and Exhibit B** that depict existing lot lines and the proposed lot lines with the driveway superimposed for reference.

The Applicant states the following regarding the proposed variation for this subsection, from **Attachment 1**:

- "The intent and purpose of the regulation set forth in the Subdivision Code is, in part, to protect neighborhood character and to provide quality neighborhoods by requiring minimum lot widths, depths and areas (Section 151.002(D)). In this case, the existing lot contains more than 4 sides, as will the newly created lots."

- The proposed re-subdivision does not comply with Section 1501.004(A)(5): *"*Relationship to streets. Each lot shall have principal frontage on a public street. Through lots are prohibited."

- The Subject Property currently fronts on private streets Thornwood Lane, Meadow Lane, and Hybernia Drive. This is a pre-existing condition and any re-subdivision of the Subject Property would need this variation. The proposed lot will front on Hybernia Drive and Thornwood Lane, both private streets.

The following provides a summary review of the proposed subdivision

[1] "Lot shapes. Every lot shall have four sides. Exceptions may be approved when the applicant demonstrates that a four-sided lot is not feasible because of peculiar topographical conditions, abutting lots of record or abutting parcels, or pre-existing buildings not owned directly or indirectly by the applicant. A lot of other than four sides will not be approved if it appears that such lot has been so formed solely to comply with the minimum area, depth and width requirements of the Zoning Ordinance. As nearly as practicable, intersecting lot lines shall form right angles with each other."

The Applicant also requested a variation to Sec. 151.808(B)(7) regarding burial of overhead utilities. Note that there are currently not overhead utilities along the adjacent private right-of-way.

Table 1: Compliance Review –

Section 151.004 Minimum Design Standards & Other Chapter 151 Requirements

Standard	***Requirement***	***Proposed***	***Notes***
lot shape	4 sides	Multiple	Variation

lot depth	125'	Lot 1 – 189.51’ Lot 2 – 188.40’	Complies
zoning density	40,000 Sq. Ft (R3)	Lot 1 - 43,560 Sq. Ft. Lot 2 - 43,564 Sq. Ft.	complies
zoning width	100' (R3)	Lot 1 – 241.40’ Lot 2 – 307.45’	complies
creation of nonconformities	none allowed	none proposed	complies
tableland	20% or more	complies	complies
frontage on a public street	frontage required	located along private streets	Variation
established property width average	NA for two lots	not applicable	NA
streets and alleys and pedestrian ways	ROW dedication not required	no PW objections	complies
other public access use areas and facilities	no comments from PW	no PW objections	complies
utility and drainage easements	new lots proposed	easements proposed or on plat	complies
lot-in-depth standards	not applicable	not applicable	complies

Other Review Notes:

flood plain	none	no flood plain on property	noted

required infrastructure improvements	See PW comments	no PW objections	NA
burial of utility lines	must comply & bury per Sec. 151.008(7)	Waiver requested	Variation

Zoning Analysis.

Preliminary zoning review for proposed lots, specifically the Subject Property:

- Is located within the R3 zoning district
- Is not locally landmarked nor within a historic district.
- Is not steep slope, as defined in Article II of the Zoning Code.
- Is not in the flood plain.
- Has frontage on dedicated and built **private** streets.
- The Applicant indicated to there are no wetlands on this property.

Lot 1:

- Lot 1 will have a R3 40 feet required front yard along the west property lines along the private streets, located along Hybernia Drive and Thornwood Drive.
- The three lot line segments opposite the front property lines will become R3 required rear yards, of 20% of the Lot Depth, or 40 feet, whichever is less.
- The residual two lot lines, one on the north being 197.84 feet in length and one on the south being 47.48 feet in length, are side yards and will have the R3 requirement: the total sum of the two side yards must equal 30% of the Lot Width with any one side yard being at least 15 feet. The Lot Width will have to be provided for future construction on this property.
- The Established Building Setback ("EBS") is ***not*** triggered by the proposed lot arrangement.

Lot 2:

- Lot 2 will have a R3 40 feet required front yard along the west and north property lines, located along Thornwood Drive.
- The two lot line segments opposite the front property lines will become R3 required rear yards, of 20% of the Lot Depth, or 40 feet, whichever is less.
- The residual two lot lines, one on the east being 195.84 feet in length and one on the southwest being 197.84 feet in length, are side yards and will have the R3 requirement: the total sum of the two side yards must equal 30% of the Lot Width with any one side yard being at least 15 feet. The Lot Width will have to be provided for future construction on this property.

- The Established Building Setback ("EBS") is ***not*** triggered by the proposed lot arrangement.

Other zoning code requirements may apply as appropriate, and this review is a preliminary and a cursory review only, not an approval of any particular plan. Tree considerations will be required as part of any building permit review.

Staff & Other Agency Comments:

The City Planning, Building, Engineering, Police, Fire, and Forestry Divisions / Departments reviewed the plat, and Utility and other County or State Agencies also reviewed, and the following is a summary of comments:

- Com Dev.:
    - Planning Div. see zoning review is included within this memo.
    - Building Div.: No objections
- Fire Dept.: No objections.
- Public Works:
    - Engineering Div.:
        - In current condition the lots drain east so with the new lot lines Lot 2 will need to accept the Lot 1 run off. This is a pre-review comment only, and grading and drainage will be reviewed and approved at the permitting stage, as appropriate.
    - Forestry Unit:
        - Should this subdivision application receive approval, all matters of tree preservation will be administered within the permitting phase of development.
- ComEd:
    - The only comment ComEd has is that the Easement Provisions from Document 2906319 referenced on this new Plat should be included. Alternatively, the attached easement provisions can be added. (See **Attachment 4**.) The Applicant complied and updated their plat to include this easement, so this comment has been addressed.
- Comcast:
    - Comcast has no cable facilities within the boundaries of the Minitzer Estates Re-subdivision and therefore has no objection to the proposed re-subdivision.
- AT&T:
    - Thank you for sharing the details on the proposed plat of re-subdivision. After reviewing the information provided, AT&T has no concerns with this re-subdivision at 0/1700 Meadow Ln. Everything looks good from our end.
- North Shore Gas
    - Contacted but did not respond.

Note. Comments from City entities and outside agencies relate only to proposed subdivision. Future construction / development, such as for a new home, must comply with all relevant local,

county, state, and federal requirements.

Core Priorities:

Economic Development

This is an application for a subdivision that creates lots that will enable the development of up to two new single-family homes.

Attachments:

1. HP - Resolution Approving Plat of Resubdivision (0 Meadow Lane)
2. Exhibit A - Proposed Plat
3. Attachment 1 - Narrative
4. Attachment 2 - Plat of Survey
5. Attachment 3 - Lot Width Exhibit
6. Attachment 4 - ComEd Easement Provisions
7. Attachment 5 - FOF_0 Meadow Lane
8. Attachment 6 - Public Comment

City of Highland Park

Resolution No. _____

A Resolution Approving a Plat of Subdivision
(0 Meadow Lane)

WHEREAS, Hedjo Chase LLC, an Illinois limited liability company ("***Owner***") is the record title owner of that certain parcel of real property consisting of approximately 87,124 square feet, identified as Parcel 1 on that certain plat titled "Mintzer Estates Subdivision," prepared by Cage Civil Engineering, consisting of two sheets and with a latest revision date of June 12, 2026 ("***Plat***"), and commonly known as 0 Meadow Lane, Highland Park, Illinois ("***Property***"); and

WHEREAS, Applicant seeks to subdivide the Property into two lots of record designated as Lot 1 and Lot 2 on the Plat ("***Proposed Subdivision***"); and

WHEREAS, the Owner filed an application with the City for preliminary and final approval of a plat of subdivision for the Proposed Subdivision pursuant to Section 151.005 of "The Highland Park Code of 1968", as amended ("***City Code***"); and

WHEREAS, on May 5, 2026, the Plan and Design Commission of the City recommended approval of the proposed final Plat, subject to certain specified conditions; and

WHEREAS, the City Council has determined that it will serve and be in the best interest of the City to approve the Proposed Subdivision, subject to the terms and conditions set forth in this Resolution;

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

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

SECTION TWO: APPROVAL OF FINAL PLAT. Subject to, and contingent upon, the conditions, restrictions, and provisions set forth in Section Four of this Resolution, the final Plat is hereby approved in the form attached to and, by this reference, made a part of this Resolution as **Exhibit A** ("***Final Plat***").

SECTION THREE: GRANT OF VARIATION. Subject to, and contingent upon, the conditions, restrictions, and provisions set forth in Section Four of this Resolution, the City Council hereby approves the following variations from the City Code:

A. Lot Shape. Variations from Section 151.004(A)(1) for the creation of each of lots to allow for the creation of Lot1 1 and Lot 2 on the Property with more than four sides.

B. Intersection of Lot Lines. Variations from Section 151.004(A)(1) of the City Code to allow for the creation of Lot 1 and Lot 2 with lot lines intersecting at angles other than right angles, due to the infeasibility of establishing intersections of lot lines at right angles.

C. Burial of Utility Lines**.** Variations from Section 151.008(B)(7) of the City Code to waive the requirement to bury utility lines on the Property.

SECTION FOUR: EXECUTION OF PLAT. The Mayor and City Clerk are hereby authorized and directed to execute and seal, on behalf of the City, the Final Plat only after the satisfaction of the following:

A. The Applicant must secure the necessary approvals from all public utility companies, provide easement statements, and locate all existing easements on the Final Plat, prior to its recordation;

B. The Applicant must secure the signatures of the City Engineer and the County Clerk on the Final Plat, prior to its recordation;

C. The Final Plat must include all certificates, signatures, and seals as required by Section 151.005(A)(12) of the City Code;

D. The Final Plat must identify monuments for all corners of the Proposed Lot; and

E. The Final Plat must be tied into the state plane coordinate system.

SECTION FIVE: RECORDATION OF PLAT. Upon execution of the Final Plat by the Mayor and the City Clerk, as provided in Section Four of this Resolution, the City Clerk is directed to cause the Final Plat to be recorded in the Recording Division of the office of the Lake County Clerk.

SECTION SIX: EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval in the manner provided by law.

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

RESOLUTION NO.

_____
Nancy R. Rotering, Mayor

ATTEST:

_____
Ghida S. Neukirch, City Clerk

EXHIBIT A

FINAL PLAT

EXHIBIT A

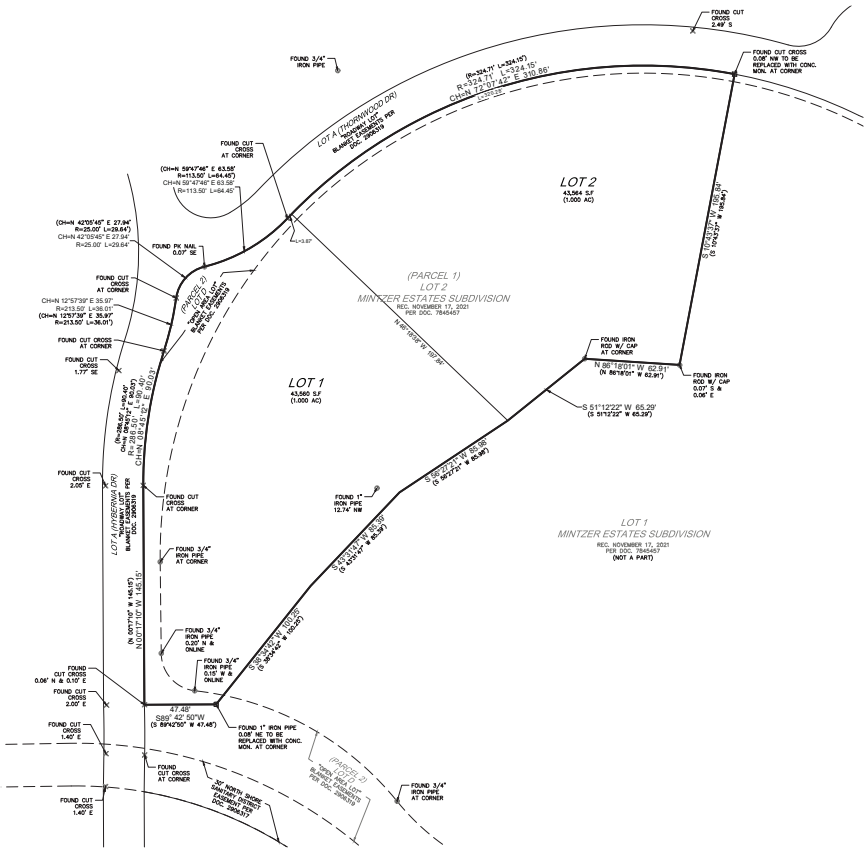
FINAL PLAT

PRELIMINARY PLAT OF SUBDIVISION

OF

MINTZER ESTATES RESUBDIVISION

BEING A SUBDIVISION IN SECTION 16, TOWNSHIP 43 NORTH, RANGE 12, EAST
OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS


LOT 2
43,564 S.F.
(1.000 AC)
LOT 1
43,560 S.F.
(1.000 AC)
LOT A (THORNWOOD DR)
TOWNHOMES OF HIGHLAND PARK
BLANKET EASEMENTS PER
DOC. 2908319
(PARCEL 1)
LOT 2
MINTZER ESTATES SUBDIVISION
REC. NOVEMBER 17, 2021
PER DOC. 7845457
(PARCEL 2)
LOT 1
MINTZER ESTATES SUBDIVISION
REC. NOVEMBER 17, 2021
PER DOC. 7845457
(NOT A PART)
FOUND CUT CROSS 2.49' S
FOUND CUT CROSS 0.06' NW TO BE REPLACED WITH CONC. MON. AT CORNER
FOUND 3/4" IRON PIPE
(R=324.71' L=324.15')
R=324.71' L=324.15'
CH=N 12°07'42" E 310.86'
CH=310.12'
(CH=N 59°47'46" E 63.58'
R=113.50' L=64.45')
CH=N 59°47'46" E 63.58'
R=113.50' L=64.45'
FOUND CUT CROSS AT CORNER
(CH=N 42°05'45" E 27.94'
R=25.00' L=29.64')
CH=N 42°05'45" E 27.94'
R=25.00' L=29.64'
FOUND PK NAIL 0.07' SE
FOUND CUT CROSS AT CORNER
CH=N 12°57'39" E 35.97'
R=213.50' L=36.01'
(CH=N 12°57'39" E 35.97'
R=213.50' L=36.01')
FOUND CUT CROSS AT CORNER
FOUND CUT CROSS 1.77' SE
(N 89°57'50" E 145.45')
(N 89°57'50" E 145.45')
(N 00°17'10" W 145.15')
N 00°17'10" W 145.15'
FOUND CUT CROSS 2.05' E
FOUND CUT CROSS AT CORNER
FOUND 3/4" IRON PIPE AT CORNER
FOUND 3/4" IRON PIPE 0.20' N & ONLINE
FOUND 3/4" IRON PIPE 0.15' W & ONLINE
FOUND CUT CROSS 0.06' N & 0.10' E
FOUND CUT CROSS 2.00' S
2.00'
FOUND CUT CROSS 1.40' E
47.48'
S89° 42' 50"W
(S 89°42'50" W 47.48')
FOUND 1" IRON PIPE 0.06' NE TO BE REPLACED WITH CONC. MON. AT CORNER
FOUND CUT CROSS AT CORNER
FOUND CUT CROSS 1.40' E
30' NORTH SHORE GAS COMPANY EASEMENT PER DOC. 2908319
FOUND 3/4" IRON PIPE AT CORNER
FOUND 1" IRON PIPE 12.74' NW
S 89°42'50" W 65.29'
(S 89°42'50" W 65.29')
S 51°12'22" W 65.29'
(S 51°12'22" W 65.29')
N 86°18'01" W 62.91'
(N 86°18'01" W 62.91')
FOUND IRON ROD W/ CAP AT CORNER
FOUND IRON ROD W/ CAP 0.07' S & 0.06' E
S 00°17'10" E 145.15'
(S 00°17'10" E 145.15')

PRELIMINARY PLAT OF SUBDIVISION

OF

MINTZER ESTATES RESUBDIVISION

BEING A SUBDIVISION IN SECTION 16, TOWNSHIP 43 NORTH, RANGE 12, EAST
OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS

CURRENT P.I.N.:
16-16-310-002

OWNER'S CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

I, JOSHUA A. MINTZER, DO HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON AND THAT WE HAVE CAUSED THE SAID PROPERTY TO BE SURVEYED AND SUBDIVIDED AS SHOWN HEREON.

DATED THIS ____ DAY OF_____ A.D., 2026.

OWNER: _____

ADDRESS: 1660 RYDERS LN
CITY: HIGHLAND PARK ZIP: 60035

NOTARY CERTIFICATE

STATE OF _____ }
} SS
COUNTY OF _____ }

I, _____, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT JOSHUA A. MINTZER, AS OWNER OF THE PROPERTY COMMONLY KNOWN AS MINTZER ESTATES RESUBDIVISION, HIGHLAND PARK, ILLINOIS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THE EXECUTION OF THESE STATEMENTS AS HIS/HER FREE AND VOLUNTARY ACT.

GIVEN UNDER MY HAND AND NOTORIAL SEAL THIS ____ DAY OF_____ A.D., 2026.

_____
NOTARY PUBLIC SIGNATURE

SCHOOL DISTRICT CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

THIS IS TO CERTIFY THAT I JOSHUA A. MINTZER, AS OWNER OF THE PROPERTY DESCRIBED AS MINTZER ESTATES RESUBDIVISION, AND LEGALLY DESCRIBED ON THE PLAT OF THE SAME NAME, HAVE DETERMINED TO THE BEST OF OUR KNOWLEDGE THE SCHOOL DISTRICT IN WHICH EACH THE FOLLOWING LOTS LIE.

LOT NO.	SCHOOL DISTRICT
ALL	NORTH SHORE SCHOOL DISTRICT 112-ELEMENTARY
ALL	TOWNSHIP HIGH SCHOOL DISTRICT 113-HIGH SCHOOL
ALL	COMMUNITY COLLEGE DISTRICT #532

DATED THIS _____ DAY OF _____ 2026.

OWNER: _____

NOTARY CERTIFICATE

STATE OF _____ }
} SS
COUNTY OF _____ }

I, _____, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT JOSHUA A. MINTZER, AS OWNER OF THE PROPERTY COMMONLY KNOWN AS MINTZER ESTATES RESUBDIVISION, HIGHLAND PARK, ILLINOIS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THE EXECUTION OF THESE STATEMENTS AS HIS/HER FREE AND VOLUNTARY ACT.

GIVEN UNDER MY HAND AND NOTORIAL SEAL THIS ____ DAY OF_____ A.D., 2026.

_____
NOTARY PUBLIC SIGNATURE

CITY ENGINEER CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

I, EMMANUEL GOMEZ, CITY ENGINEER OF THE CITY OF HIGHLAND PARK, DO HEREBY APPROVE THIS PLAT WHICH MEETS THE MINIMUM REQUIREMENTS OF THE CITY.

APPROVED BY THE CITY ENGINEER OF THE CITY OF HIGHLAND PARK, LAKE COUNTY, ILLINOIS THIS _____ DAY OF _____, A.D. 2026.

_____
CITY ENGINEER

PLANNING AND DESIGN COMMISSION CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

APPROVED BY THE PLAN AND DESIGN COMMISSION OF THE CITY OF HIGHLAND PARK ON _____ _____, 2026.

BY: _____ (CHAIR) ATTEST: _____ (SECRETARY)

NAME: _____ NAME: _____

CITY CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

I, _____, MAYOR OF THE CITY OF HIGHLAND PARK, ILLINOIS, DO HEREBY CERTIFY THAT THE PLAT WAS PRESENTED TO, AND BY RESOLUTION DULY APPROVED, BY THE CITY COUNCIL AT ITS MEETING HELD ON _____, 2026.

IN WITNESS WHEREOF, I HAVE HERETO SET MY HAND AND THE SEAL OF THE CITY OF HIGHLAND PARK, ILLINOIS, THIS _____ DAY OF _____, A.D. 2026.

BY: _____ (MAYOR)

NAME: _____(CITY CLERK) NAME: _____ (SEAL)

CITY COLLECTOR CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

I, _____, COLLECTOR OF THE CITY OF HIGHLAND PARK, ILLINOIS DO HEREBY CERTIFY THAT I FIND NO DEFERRED INSTALLMENTS OF OUTSTANDING UNPAID SPECIAL ASSESSMENTS AGAINST ANY OF THE REAL ESTATE INCLUDED IN THE PLAT HEREON DRAWN.

DATED AT HIGHLAND PARK THIS _____ DAY OF _____, A.D. 2026.

_____
CITY COLLECTOR, HIGHLAND PARK, IL

LAKE COUNTY RECORDER'S CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

THIS INSTRUMENT NO. _____ WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF LAKE COUNTY, ILLINOIS ON THE ____ DAY OF_____ A.D., 2026 AT _____ O'CLOCK _.M

_____
LAKE COUNTY RECORDER

LAKE COUNTY CLERK'S CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF LAKE }

THE LAKE COUNTY CLERK'S OFFICE HEREBY CERTIFIES THAT THERE ARE NO DELINQUENT GENERAL TAXES, UNPAID CURRENT GENERAL TAXES, DELINQUENT, SPECIAL ASSESSMENTS OR UNPAID CURRENT SPECIAL ASSESSMENTS AGAINST ANY OF THE LAND INCLUDED IN THE DESCRIBED PROPERTY ON THE ABOVE REQUEST FOR CONSOLIDATION OR DIVISION OF TAX PARCELS FORM.

GIVEN UNDER MY HAND AND SEAL OF THE COUNTY CLERK OF LAKE COUNTY, ILLINOIS, THIS ____ DAY OF_____, A.D., 2026.

_____
LAKE COUNTY CLERK OR DEPUTY COUNTY CLERK

EASEMENT PROVISIONS

AN EASEMENT FOR SERVING THE SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC AND COMMUNICATION SERVICE IS HEREBY RESERVED FOR AND GRANTED TO

COMMONWEALTH EDISON COMPANY
AND
SBC TELEPHONE COMPANY, GRANTEES,

THEIR RESPECTIVE LICENSEES, SUCCESSORS AND ASSIGNS JOINTLY AND SEVERALLY, TO CONSTRUCT, OPERATE, REPAIR, MAINTAIN, MODIFY, RECONSTRUCT, REPLACE, SUPPLEMENT AND REMOVE, FROM TIME TO TIME, POLES, DUCTS, ANCHORS, WIRES, CABLES, CONDUITS, MANHOLES, TRANSFORMERS, PEDESTALS, EQUIPMENT CABINETS OR OTHER FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY, COMMUNICATIONS, SOUNDS AND SIGNALS IN, OVER, UNDER, ACROSS, ALONG AND UPON THE SURFACE OF THE PROPERTY SHOWN WITHIN THE DASHED OR DOTTED LINES (OR SIMILAR DESIGNATION) ON THE PLAT AND MARKED `EASEMENT', `UTILITY EASEMENT', `PUBLIC UTILITY EASEMENT', `P.U.E.' (OR SIMILAR DESIGNATION), THE PROPERTY DESIGNATED IN THE DECLARATION OF CONDOMINIUM AND/OR ON THIS PLAT AS `COMMON ELEMENTS', AND THE PROPERTY DESIGNATED ON THE PLAT AS `COMMON AREA OR AREAS', AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHTS TO INSTALL REQUIRED SERVICE CONNECTIONS OVER OR UNDER THE SURFACE OF EACH LOT AND COMMON AREA OR AREAS TO SERVE IMPROVEMENTS THEREON, OR ON THE PROPERTY ADJACENT, AND TO CLEAR OBSTRUCTIONS FROM THE SURFACE AND SUBSURFACE AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES. OBSTRUCTIONS SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE DASHED OR DOTTED LINES (OR SIMILAR DESIGNATION) MARKED `EASEMENT', `UTILITY EASEMENT', `PUBLIC UTILITY EASEMENT', `P.U.E.' (OR SIMILAR DESIGNATION) WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEES. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED IN A MANNER SO AS TO INTERFERE WITH THE PROPER OPERATION AND MAINTENANCE THEREOF.

THE TERM `COMMON ELEMENTS' SHALL HAVE THE MEANING SET FORTH FOR SUCH TERM IN THE `CONDOMINIUM PROPERTY ACT', CHAPTER 765 ILCS 605/2(C), AS AMENDED FROM TIME TO TIME.

THE TERM `COMMON AREA OR AREAS' IS DEFINED AS A LOT, PARCEL OR AREA OF REAL PROPERTY, THE BENEFICIAL USE AND ENJOYMENT OF WHICH IS RESERVED IN WHOLE OR AS AN APPORTIONMENT TO THE SEPARATELY OWNED LOTS, PARCELS OR AREAS WITHIN THE PLANNED DEVELOPMENT, EVEN THOUGH SUCH BE OTHERWISE DESIGNATED ON THE PLAT BY TERMS SUCH AS `OUTLOTS', `COMMON ELEMENTS', `OPEN SPACE' `OPEN AREA', `COMMON GROUND' `PARKING' AND `COMMON AREA'. THE TERM `COMMON AREA OR AREAS' AND `COMMON ELEMENTS' INCLUDE REAL PROPERTY SURFACED WITH INTERIOR DRIVEWAYS AND WALKWAYS, BUT, EXCLUDES REAL PROPERTY PHYSICALLY OCCUPIED BY A BUILDING, SERVICE BUSINESS DISTRICT OR STRUCTURES SUCH AS A POOL, RETENTION POND OR MECHANICAL EQUIPMENT.

RELOCATION OF FACILITIES WILL BE DONE BY GRANTEES AT COST OF THE GRANTOR/LOT OWNER, UPON WRITTEN REQUEST.

PERMISSION TO RECORD

STATE OF ILLINOIS }
} SS
COUNTY OF DUPAGE }

I, GABRIELA PTASNSKA, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, HEREBY GRANT PERMISSION TO A REPRESENTATIVE OF THE VILLAGE OF GLENVIEW, ILLINOIS, TO RECORD THIS PLAT WITH THE COOK COUNTY RECORDER'S OFFICE. THE REPRESENTATIVE SHALL PROVIDE THIS SURVEYOR WITH A RECORDED COPY OF THIS PLAT.

DATED THIS _____ DAY OF _____ A.D., 2026.

BY: _____
GABRIELA PTASNSKA
GPTASNSKA@CAGECIVIL.COM
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003893
LICENSE EXPIRES NOVEMBER 30, 2026

GABRIELA PTASNSKA 3893 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS }
} SS
COUNTY OF DUPAGE }

THIS IS TO CERTIFY I, GABRIELA PTASNSKA, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, HAVE SURVEYED AND SUBDIVIDED THE FOLLOWING DESCRIBED PROPERTY:

PARCEL 1: LOT 2 IN MINTZER ESTATES SUBDIVISION, BEING A SUBDIVISION IN SECTION 16 AND 21, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED ON NOVEMBER 17, 2021 AS DOCUMENT NUMBER 7845457, IN LAKE COUNTY, ILLINOIS.

PARCEL 2: EASEMENT FOR INGRESS AND EGRESS OVER ROADWAY LOTS AND OPEN AREA LOTS FOR THE BENEFIT OF PARCEL 1, AS GRANTED IN PARAGRAPH 3 (A) ON PAGE 4 OF 4 IN THE PLAT OF HYBERNIA SUBDIVISION RECORDED AS DOCUMENT 2983618 AND CORRECTED BY CERTIFICATION OF CORRECTION RECORDED JANUARY 15, 1991 AS DOCUMENT 2981718 AND AMENDED BY DOCUMENTS 2983805, 2990361 AND 3514637 AND AS REFLECTED IN PLAT OF MINTZER ESTATES SUBDIVISION RECORDED NOVEMBER 17, 2021 AS DOCUMENT 7845457, IN LAKE COUNTY, ILLINOIS.

SUBDIVIDED PROPERTY CONTAINS 2.000 ACRES MORE OR LESS AND ALL DISTANCES ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

I FURTHER CERTIFY THAT 5/8"X24" IRON RODS HAVE BEEN SET OR WILL BE SET UPON COMPLETION OF CONSTRUCTION, AT ALL CORNERS, POINTS OF CURVATURE AND TANGENTS AND CONCRETE MONUMENTS WILL BE PLACED AS INDICATED HEREON.

I FURTHER CERTIFY THAT, BASED UPON A REVIEW OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP NUMBER 17097C0279K WITH AN EFFECTIVE DATE OF SEPTEMBER 18, 2013, THE LAND SHOWN ON THIS PLAT IS LOCATED WITHIN ZONE X. ZONE X IS DEFINED AS AREAS DETERMINED TO BE OUTSIDE THE 0.2% CHANCE FLOODPLAIN FOR THE FLOOD INSURANCE RATE MAP.

THIS IS ALSO TO DECLARE THAT THE PROPERTY AS DESCRIBED ON THE ANNEXED PLAT LIES WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGHLAND PARK, WHICH HAS ADOPTED A CITY PLAN AND IS EXERCISING THE SPECIAL POWER AUTHORIZED BY THE STATE OF ILLINOIS IN ACCORDANCE WITH 65 ILCS 5/11-12-6 AS HERETOFORE AND HEREAFTER AMENDED.

GIVEN UNDER MY HAND AND SEAL AT LISLE, ILLINOIS, THIS _____ DAY OF _____, A.D., 2026.

FOR REVIEW

BY: _____
GABRIELA PTASNSKA
GPTASNSKA@CAGECIVIL.COM
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003893
LICENSE EXPIRES NOVEMBER 30, 2026

GABRIELA PTASNSKA 3893 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS

DESIGN FIRM PROFESSIONAL LICENSE NO. 184007577
LICENSE EXPIRES APRIL 30, 2027.

DATE OF FIELD SURVEY: JANUARY 27, 2026.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY

3110 WOODCREEK DRIVE
DOWNERS GROVE, IL 60515
P: 630.824.9900
WWW.CAGECIVIL.COM

CAGE CIVIL ENGINEERING

REVISIONS
08/22/26 REVISE PER COMM. COMM.
08/13/26 REVISE PER COMM. COMM.

MINTZER ESTATES RESUBDIVISION
HIGHLAND PARK, ILLINOIS
PRELIMINARY PLAT OF RESUBDIVISION

PROJ NO: 210112
PM: GPIAR
DATE: 02/05/2026
SCALE: N/A

SHEET NUMBER
2 OF 2

CITY OF HIGHLAND PARK
Subdivision Application
Letter of Situation
Dated: March 27, 2026

RE: Lot 2, 1700 Meadow Lane in Highland Park

TO: Plan Commission and City Council

Lot 2, 1700 Meadow Lane is a substantial property situated in west Highland Park, encompassing more than two acres of land. It is currently vacant. The owner desires to subdivide the property into two lots large lots to construct homes thereon. To subdivide the lot, one variation is required to allow lots of more than 4 sides.

Pursuant to the Subdivision Code, the Plan and Design Commission may recommend, and the City Council may grant variations so long as the variation does not affect the general plan or the spirit of the Subdivision Code (Section 151.009). The intent and purpose of the regulation set forth in the Subdivision Code is, in part, to protect neighborhood character and to provide quality neighborhoods by requiring minimum lot widths, depths and areas (Section 151.002(D)). In this case, the existing lot contains more than 4 sides, as will the newly created lots.

The newly subdivided lots comport well with the neighborhood and preserve the neighborhood character. The newly created lots comply with the regulations by meeting the minimum lot width, depth and area in the zoning district. Thus, the application herein meets the standards for a variation set forth in the Subdivision Code and but for the one issue, no variation will be required or needed. In sum, the proposed subdivided lots do not affect the general plan and are consistent with the spirit of the Subdivision Code. Thank you for considering this application.

PLAT OF SURVEY

CURRENT P.I.N.:
16-16-310-002

LEGAL DESCRIPTION

LOT 2 IN MINTZER ESTATES , BEING A RESUBDIVISION OF PART OF BLOCK 11 IN HIGHMOOR SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED JULY 13, 1926 AS DOCUMENT 282477 AND PART OF LOT D IN HYBERNIA SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED MAY 17, 1990 AS DOCUMENT 2906319, BOTH BEING PART OF SECTIONS 16 AND 21, TOWNSHIP 43 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.

SURVEYED AREA

87,124 SQUARE FEET (2.000 AC±)

BASIS OF BEARINGS

COORDINATES AND BEARINGS ARE BASED UPON THE ILLINOIS STATE PLANE COORDINATE SYSTEM, EAST ZONE (NAD 83), ADJUSTED TO GROUND VALUES, AS ESTABLISHED BY REAL-TIME KINEMATIC (RTK) GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) UTILIZING GPS OBSERVATIONS

0 40' 80'

1" = 40' (HORIZONTAL)

OWNER

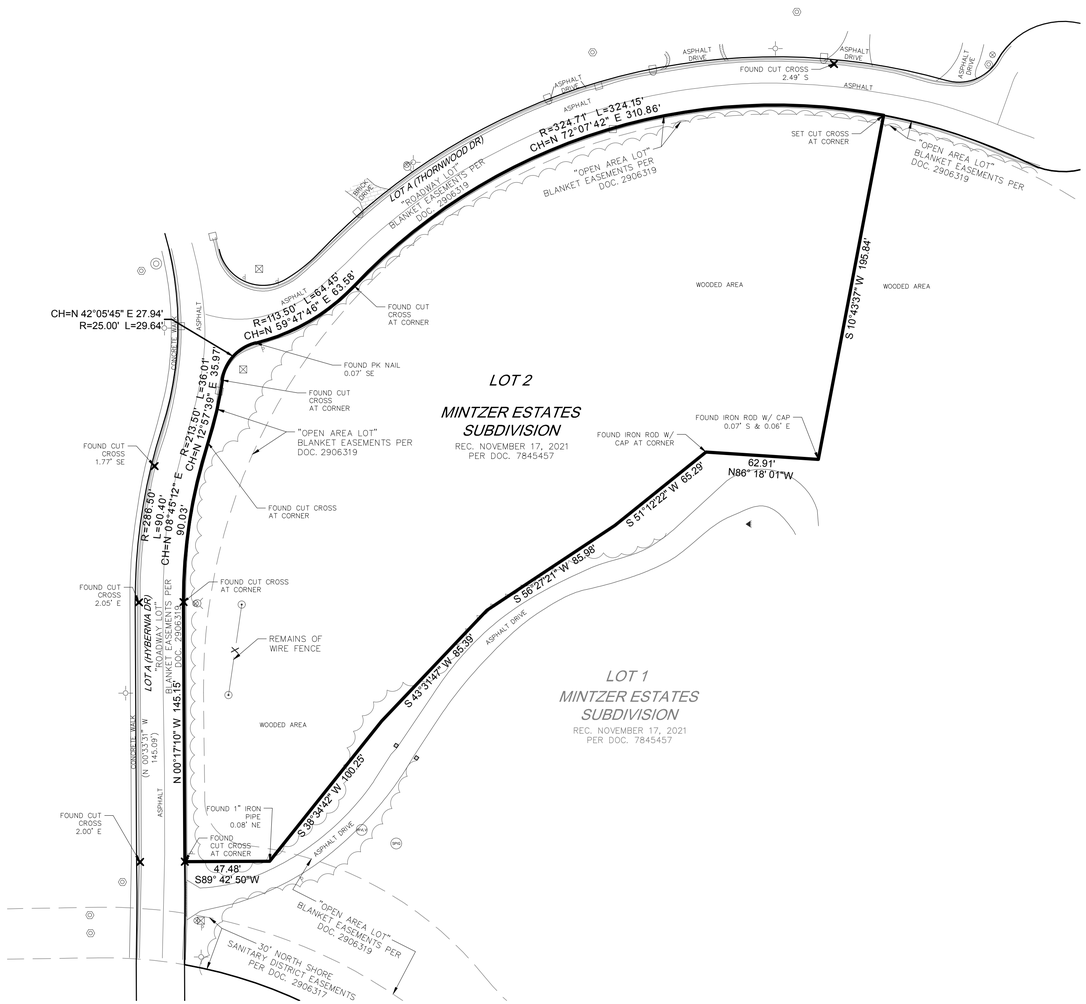
MR. JOSHUA MINTZER
1660 RYDERS LANE
HIGHLAND PARK, ILLINOIS

PREPARED FOR:

SAMUELS & BERNSTEIN
484 CENTRAL AVE, SUITE #202
HIGHLAND PARK, ILLINOIS

LEGEND

- BOUNDARY LINE =
- EASEMENT LINE =
- PAVEMENT LINE =
- CURB & GUTTER =
- WIRE FENCE =
- TREE/BRUSH LINE =
- FOUND CUT CROSS = ×
- EX. SANITARY MANHOLE =
- EX. STORM MANHOLE =
- EX. INLET =
- EX. BUFFALO BOX =
- EX. HYDRANT =
- EX. VALVE BOX =
- EX. VAULT VAULT =
- EX. TELEPHONE PEDESTAL =
- EX. UTILITY POLE =
- EX. WOOD POST =
- EX. GROUND LIGHT =
- EX. SIGN =
- EX. MAILBOX =
- EX. CONCRETE HATCH =
- EX. BRICK HATCH =



SURVEYOR'S NOTES

1. DISTANCES ARE MARKED IN FEET AND DECIMAL PLACES THEREOF. NO DIMENSION SHALL BE ASSUMED BY SCALE MEASUREMENT HEREON. DISTANCES AND/OR BEARINGS SHOWN IN PARENTHESIS ('123.45') ARE RECORD OR DEED VALUES, NOT FIELD MEASURED.
2. COMPARE THIS PLAT AND ALL SURVEY MONUMENTS BEFORE BUILDING AND IMMEDIATELY REPORT ANY DISCREPANCIES TO THE SURVEYOR.
3. THIS SURVEY IS SUBJECT TO MATTERS OF TITLE, WHICH MAY BE REVEALED BY A CURRENT TITLE REPORT, EASEMENTS, SETBACKS AND OTHER RESTRICTIONS WHICH MAY BE FOUND IN A CURRENT TITLE REPORT, LOCAL ORDINANCES, DEEDS OR OTHER INSTRUMENTS OF RECORD MAY NOT BE SHOWN.
4. UNLESS OTHERWISE NOTED, ONLY THE IMPROVEMENTS WHICH WERE VISIBLE FROM ABOVE GROUND AT THE TIME OF THE SURVEY AND THROUGH A NORMAL SEARCH AND WALK THROUGH OF THE SITE ARE SHOWN ON THE FACE OF THIS PLAT. LAWN SPRINKLERS, IF ANY, ARE NOT SHOWN ON THIS SURVEY.
5. THIS SURVEY MAY NOT REFLECT ALL UTILITIES OR IMPROVEMENTS, IF SUCH ITEMS ARE HIDDEN BY LANDSCAPING OR ARE COVERED BY LEAVES OR OTHER OBSTRUCTIONS. THERE MAY BE ADDITIONAL UTILITIES OR IMPROVEMENTS THAT HAVE NOT BEEN SHOWN.
6. OTHER THAN VISIBLE OBSERVATIONS NOTED HEREON, THIS SURVEY MAKES NO STATEMENT REGARDING THE ACTUAL PRESENCE OR ABSENCE OF ANY SERVICE OR UTILITY LINE. CONTROLLED UNDERGROUND EXPLORATORY EFFORTS TOGETHER WITH UTILITY MARKINGS (J.U.L.I.E., DIGGER, PRIVATE, ETC) IS RECOMMENDED TO DETERMINE THE FULL EXTENT OF UNDERGROUND SERVICE AND UTILITY LINES.

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
)SS
COUNTY OF DUPAGE)

I, GABRIELA PTASINSKA, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT THIS PLAT AND THE SURVEY UPON WHICH IT IS BASED HAS BEEN PREPARED FOR THE USES AND PURPOSES HEREIN SET FORTH.

ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMALS THEREOF.

GIVEN UNDER MY HAND AND SEAL THIS 15TH DAY OF APRIL, A.D. 2026.

Gabriela Ptasinska

GABRIELA PTASINSKA
GPTASINSKA@CAGECIVIL.COM
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3893
LICENSE EXPIRES NOVEMBER 30, 2026

GABRIELA PTASINSKA 3893 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS LISLE, ILLINOIS

DESIGN FIRM PROFESSIONAL LICENSE NO. 184007577
LICENSE EXPIRES APRIL 30, 2027.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATE OF FIELD SURVEY (BOUNDARY AND IMPROVEMENTS): JULY 16, 2021
DATE OF FIELD SURVEY VERIFICATION (BOUNDARY): JANUARY 27, 2026

2200 CABOT DRIVE, STE. 325
LISLE, IL 60532
P: 630.598.0007
WWW.CAGECIVIL.COM

CAGE CIVIL ENGINEERING

REVISIONS

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LOT 2 IN MINTZER ESTATES
HIGHLAND PARK, ILLINOIS
PLAT OF SURVEY

PROJ NO: 210112
PM : G.P.
DATE : 04/15/2026
SCALE : 1"=40'

SHEET NUMBER
1 OF 1

EXHIBIT FOR PROPOSED

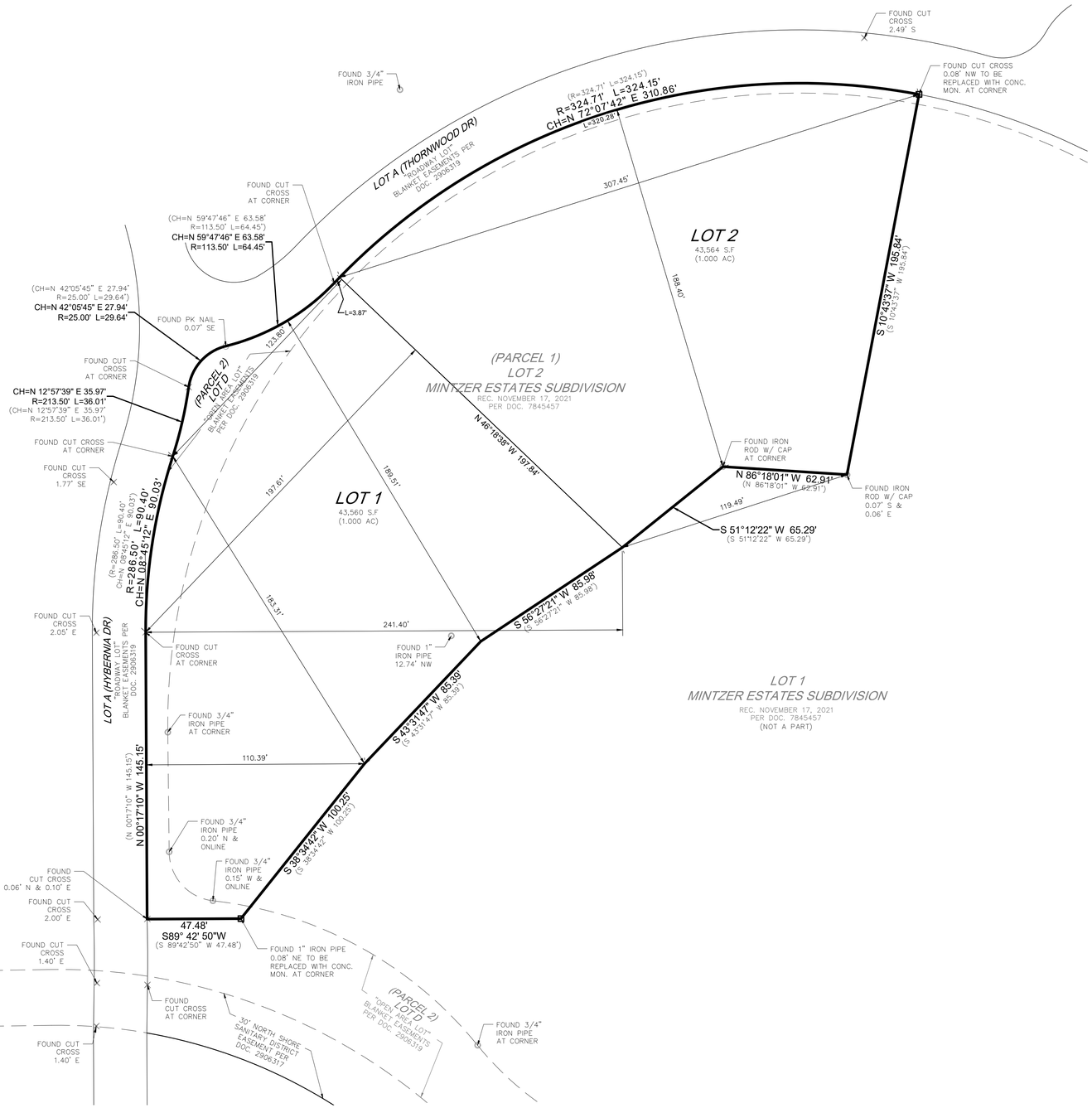
MINTZER ESTATES RESUBDIVISION

BEING A SUBDIVISION IN SECTION 16, TOWNSHIP 43 NORTH, RANGE 12, EAST
OF THE THIRD PRINCIPAL MERIDIAN, LAKE COUNTY, ILLINOIS

0 30' 60'
1" = 30' (HORIZONTAL)

BASIS OF BEARINGS

COORDINATES AND BEARINGS ARE BASED UPON THE ILLINOIS STATE PLANE COORDINATE SYSTEM, EAST ZONE (NAD 83), ADJUSTED TO GROUND VALUES, AS ESTABLISHED BY REAL-TIME KINEMATIC (RTK) GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) UTILIZING GPS OBSERVATIONS



SURVEYOR'S NOTES

1. DISTANCES ARE MARKED IN FEET AND DECIMAL PLACES THEREOF. MEASUREMENTS SHOWN IN PARENTHESIS (XXX) ARE RECORD VALUES.
2. DIMENSIONS ALONG CURVED LINES ARE ARC LENGTHS (L), RADII (R) AND CHORD BEARING AND LENGTH (CH).
3. NO MEASUREMENT SHALL BE ASSUMED BY SCALE MEASUREMENT.
4. EASEMENTS AND SETBACKS AS SHOWN ON THE PLATTED SUBDIVISION ARE HEREBY GRANTED TO THE CITY OF HIGHLAND PARK.
5. THIS SUBDIVISION MAY BE SUBJECT TO MATTERS OF TITLE, WHICH MAY BE REVEALED BY A CURRENT TITLE REPORT, PRE-EXISTING EASEMENTS, SETBACKS AND OTHER RESTRICTIONS WHICH MAY BE FOUND IN A CURRENT TITLE REPORT, LOCAL ORDINANCES, DEEDS OR OTHER INSTRUMENT OF RECORD AND MAY NOT BE SHOWN OR PLOTTABLE.
6. IN ACCORDANCE WITH CHAPTER 765 ILCS SECTION 205/1, 5/8"X 24" IRON RODS WILL BE SET AT ALL LOT CORNERS AND POINTS OF GEOMETRIC CHANGE, UNLESS SHOWN OTHERWISE. CONTACT SURVEYOR OF RECORD WITH DISCREPANCIES FOUND IN THE FIELD.
7. ⊡ DENOTES SET CONCRETE MONUMENTS.

CURRENT P.I.N.:

16-16-310-002

OWNER/DEVELOPER

MR. JOSHUA MINTZER
1660 RYDERS LANE
HIGHLAND PARK, ILLINOIS

PREPARED FOR:

SAMUELS & BERNSTEIN
484 CENTRAL AVE, SUITE #202
HIGHLAND PARK, ILLINOIS

AREA SUMMARY

LOT 1	43,560 S.F. (1.000 AC±)
LOT 2	43,564 S.F. (1.000 AC±)
TOTAL	87,124 S.F. (2.000 AC±)

LEGEND

EX. BOUNDARY LINE =	———
EX. R.O.W. LINE =	———
EX. LOT LINE =	———
EX. EASEMENT LINE =	- - - - -
PROPOSED LOT LINE =	———
PROPOSED SETBACK LINE =	— — —
MEASURED INFORMATION =	XXX.XX
RECORDED INFORMATION =	(XXX.XX)
FOUND IRON PIPE/ROD =	○
FOUND ROW MARKER =	×
FOUND PK NAIL =	⊙
SET CONCRETE MONUMENT =	⊡

3110 WOODCREEK DRIVE
DOWNERS GROVE, IL 60515
P: 630.598.0007
WWW.CAGECIVIL.COM

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MINTZER ESTATES RESUBDIVISION
HIGHLAND PARK, ILLINOIS
EXHIBIT

PROJ NO: 210112
PM : GP/AR
DATE : 06/03/26
SCALE : 1"=30'

SHEET NUMBER
1 OF 1

EASEMENT PROVISIONS

An easement for serving the subdivision and other property with electric and communication service is hereby reserved for and granted to

Commonwealth Edison Company
and
SBC Telephone Company, Grantees,

their respective licensees, successors and assigns jointly and severally, to construct, operate, repair, maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, poles, guys, anchors, wires, cables, conduits, manholes, transformers, pedestals, equipment cabinets or other facilities used in connection with overhead and underground transmission and distribution of electricity, communications, sounds and signals in, over, under, across, along and upon the surface of the property shown within the dashed or dotted lines (or similar designation) on the plat and marked "Easement", "Utility Easement", "Public Utility Easement", "P.U.E" (or similar designation), the property designated in the Declaration of Condominium and/or on this plat as "Common Elements", and the property designated on the plat as "common area or areas", and the property designated on the plat for streets and alleys, whether public or private, together with the rights to install required service connections over or under the surface of each lot and common area or areas to serve improvements thereon, or on adjacent lots, and common area or areas, the right to cut, trim or remove trees, bushes, roots and saplings and to clear obstructions from the surface and subsurface as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. Obstructions shall not be placed over Grantees' facilities or in, upon or over the property within the dashed or dotted lines (or similar designation) marked "Easement", "Utility Easement", "Public Utility Easement", "P.U.E" (or similar designation) without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.

The term "Common Elements" shall have the meaning set forth for such term in the *"Condominium Property Act*", Chapter 765 ILCS 605/2(c), as amended from time to time.

The term "common area or areas" is defined as a lot, parcel or area of real property, the beneficial use and enjoyment of which is reserved in whole or as an apportionment to the separately owned lots, parcels or areas within the planned development, even though such be otherwise designated on the plat by terms such as "outlots", "common elements", "open space", "open area", "common ground", "parking" and "common area". The term "common area or areas", and "Common Elements" include real property surfaced with interior driveways and walkways, but excludes real property physically occupied by a building, Service Business District or structures such as a pool, retention pond or mechanical equipment.

Relocation of facilities will be done by Grantees at cost of the Grantor/Lot Owner, upon written request.

FINDINGS OF FACT

Plan and Design Commission Recommendation
For a Proposed Minor Preliminary and Final Plat of Subdivision
Located at 0 Meadow Lane, Highland Park, Illinois 60035
That Requests Variations to the City of Highland Park Subdivision Code (Chapter 151)
SUB-2026-00013

RECOMMENDATION:

The Plan and Design Commission recommends the requested variations be granted by the City Council, with the following conditions of approval:

A. The Owners shall secure the necessary approvals from all public utility companies, provide easement statements, and locate all existing easements on the Plat, prior to recordation.

B. The Owners shall secure the signature of the City Engineer and that of the County Clerk on the Plat, prior to its recordation.

C. The Plat shall include all certificates, signatures, and seals as required by Section 151.005(A)(12) of "The Highland Park Code of 1968," as amended.

D. The Plat shall identify monuments for all corners of the proposed lot.

REQUESTED VARIATIONS:

The Applicant has requested a variation to Section 151.004(A)(1), which states thus:

"*Lot shapes. Every lot shall have four sides. Exceptions may be approved when the applicant demonstrates that a four-sided lot is not feasible because of peculiar topographical conditions, abutting lots of record or abutting parcels, or pre-existing buildings not owned directly or indirectly by the applicant. A lot of other than four sides will not be approved if it appears that such lot has been so formed solely to comply with the minimum area, depth and width requirements of the Zoning Ordinance. As nearly as practicable, intersecting lot lines shall form right angles with each other.*

- The Applicant proposes two new lots which will not be four sided and will have intersecting lines not forming at right angles.

The Applicant has requested a variation to Section 151.004(A)(5), which states thus:

"*Relationship to streets. Each lot shall have principal frontage on a public street. Through lots are prohibited."*

- The Applicant proposes two new lots which will not front on public streets. Proposed frontage for the new lots will be on private streets.

FINDINGS OF FACT:

The Plan and Design Commission finds the requested variations in this specific case do not affect the general plan or the spirit of the Subdivision Code. The Plan and Design Commission documents the following facts of this specific case:

1. Developing new properties as four-sided polygons with intersecting lot lines forming at right angles is inherently difficult for the Subject Property, 0 Meadow Lane, because the property is already in curvilinear and oval in shape, due to pre-existing conditions from prior platting. Proposed interior lot lines follow the existing driveway and form nearly right angles where intersecting the front property line.

2. The property is not subdivisible without variation to the public street frontage requirement – the property is already cut-off from public street frontage due to prior platting. The Commission finds that the Applicant states that when curb cuts and access is proposed onto the private streets the issue will be brought forth to the Hybernia HOA.

STANDARDS FOR A SUBDIVISION VARIATION AND EXCEPTION:

Sec. 151.009. - Variations and Exceptions.
"Variations from these regulations shall not be granted as a right. However, the Plan Commission may recommend and the City Council may grant variations from the regulations contained in this Subdivision Code in specific cases which do not affect the general plan or the spirit of the Subdivision Code. Such recommendations shall be communicated to the City Council in writing."

Sec. 151.002. – Intent and Purpose.
"These regulations are intended to serve the following purposes:"

A. "To assist in the carrying out and implementation of the Master Plan of the City of Highland Park."

B. "To set forth rules and regulations for the division and consolidation of real property."

C. "To provide for the proper location and/or width of streets and alleys, buildable areas, open spaces, utilities and drainage easements, and public use facilities and areas."

D. "To protect neighborhood character and to provide quality neighborhoods by requiring minimum lot widths, depths, and areas."

E. "To provide minimum standards for public improvements and provision for modernizing infrastructure, including water, sanitary sewer lines, and drainage."

F. "To provide for and secure the actual construction of public improvements."

G. "To discourage residential "enclaves" which tend to divide neighborhoods and which restrict reasonable access to adjacent land which is likely to be subdivided or resubdivided in the future."

Burhop, Karl

Subject: FW: Subdivision of Lots at 0 Meadow Lane

From: David Mason < >
Sent: Wednesday, May 27, 2026 9:58 AM
To: Burhop, Karl <kburhop@cityhpil.com>
Cc: Robert Stanley < >; Bernie Erdman < >; James Scheider < >; David Sugar < >; Kyla Mercer < >
Subject: Subdivision of Lots at 0 Meadow Lane

[EXTERNAL EMAIL]

Karl—Please provide this email to the Plan and Design Commission. Thank you.

To: Highland Park Plan and Design Commission

Re: Proposed Subdivision of 0 Meadow Lane

It is the understanding of the Hybernia Area Homeowners Association that the lot in question can be subdivided into two lots without the consent of the HOA. It is also the understanding of the HOA that the owners of the lots will have certain rights of ingress and egress over HOA owned roads.

As construction plans for the two lots evolve, we require that our rights and property are respected, but with proper notice we will consider reasonable requests that may affect our rights and property:

1. Access to both lots should be via Meadow Lane, exclusively. If there is a desire by the owner of one or both of the lots for the creation of alternative means to access either lot, we should discuss well in advance. If the proposed development of either lot would require curb cuts, driveway access connections, roadway modifications, utility work, grading, drainage alterations, or other physical encroachments affecting Hybernia Drive, Thornwood Lane, adjacent berms, landscaped areas, stormwater facilities, or other HOA-owned property, those actions may well infringe upon our rights and we ask that we be provided with ample notice to consider such requests.
2. Experience tells us that the construction process can be messy. We respectfully request that:
    a. All streets be swept for nails and other debris each evening in order to avoid tire damage.
    b. Mud and dirt be removed from all streets each evening.
    c. Every effort be made to avoid dirt and other runoff from the property(ies) into the streets. All dirt and runoff migrates into our storm sewers which empty into our ponds, leading to deterioration of health of the ponds.

The HOA reserves all rights with respect to HOA-owned property. No work should occur within or affecting HOA property without the HOA's approval and involvement in the process.

The Board of Directors of the Hybernia Area Homeowners Association
May 27, 2026