

CITY OF HIGHWOOD
REGULAR MEETING OF THE CITY COUNCIL
CITY COUNCIL CHAMBERS
Tuesday August 06, 2019 at 7:30 P.M.

AGENDA

CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Review of Minutes to be Approved
 - 3.1. City Council: July 16, 2019
 - 3.2. Committee of the Whole: July 16, 2019
4. Appointments (Mayor Pecaro)
 - 4.1. Dennis Baker – Re-Appointment-Police Pension Board
 - 4.2. Fergusson Mills – Joint Plan Commission
5. Approval of Warrant List:
 - 5.1. 08/06/2019 AP Warrant List
6. Public Input Items Not On Agenda
7. Mayor's Report
8. Committee Reports
9. Treasurer's Report
10. Clerk's Report

ACTION ITEMS

11. Unfinished Business
12. New Business
 - 12.1. Consideration of a Motion Authorizing the City Manager to Enter into an Agreement with Pav-Tech for \$11,611 for Patching Prairie Avenue.
 - 12.2. Consideration of a Motion Approving a Second Amendment to the City Manager's Employment Agreement.
13. Executive Session (If Necessary)
14. Any Action Necessary Coming Out of Executive Session
15. Adjournment

CITY OF HIGHWOOD
COMMITTEE OF THE WHOLE MEETING
CITY COUNCIL CHAMBERS
Tuesday July 16, 2019 at 6:00 P.M.

CALL TO ORDER by Mayor Pecaro at 6:07 P.M.

1. Roll Call

Present: Mayor Pecaro, Aldermen: Levi, Peterson, Hospodarsky, Slavin, Falberg

Absent: Alderman Fiore

Also Present: City Manager Coren, City Attorney Jablecki, Assistant City Manager Martin, Administrative Assistant Litjens, City Clerk Baruffi

2. Public Hearing - None

3. Review of Minutes to be Approved

3.1. **City Council: June 18, 2019**

3.2. **Committee of the Whole: June 18, 2019**

Both sets of minutes will be approved at the Regular City Council Meeting this evening.

4. Appointments (Mayor Pecaro)

4.1. **Lydia Gonzalez – Appearance Review Committee**

4.2. **Anthony Bilotti – Joint Plan Commission**

Lydia will be available at the regular City Council Meeting for additional questions. Both of the appointments will be approved at the Regular City Council Meeting.

5. Review of Bill Warrant List

5.1. **07/16/2019 AP Warrant List**

The warrant list will be approved for payment at the Regular City Council Meeting.

6. Unfinished Business - None

7. New Business

7.1 A Discussion on the May 2019 Treasurer's Report.

City Manager Coren reviewed the first month of the new fiscal years' report.

7.2 A Discussion on Providing Certain Off Hour Access to Carnival Rides During Certain Special Events.

This would be for special needs participants. Alderman Falberg stated Celebrate Highwood would need to contact Windy City for the hour or so exclusive time, but that there should not be a problem. He requested an e mail be sent to both Donna Walker and himself regarding the request.

7.3 Consideration of an OSLAD Grant Program Resolution of Authorization, Everts Park Phase I.

Assistant City Manager Martin reviewed the grant and Everts Park Phase 1.

7.4 Consideration of a Motion Authorizing the City Manager to Enter into an Agreement to Provide a Phase I ESA and Asbestos Survey in an Amount Not to Exceed \$11,400.

The Council is in agreement with the motion. There are time constraints.

7.5 Consideration of a Motion Accepting a Proposal to Add Memorial Benches and Trash Receptacles to Pleasant Park.

Discussion ensued. The Council was in agreement with the proposed drawings.

7.6 Consideration of the Annual Appropriation Ordinance of the City of Highwood, Illinois, for the Fiscal Year Beginning May 1, 2019 and Ending April 30, 2020.

This Ordinance will be passed at the Regular City Council Meeting.

7.7 Consideration of an Ordinance on Salary and Compensation for the City of Highwood for the FYE 2020 Budget Year.

This Ordinance will be passed at the Regular City Council Meeting.

7.8 Consideration of an Ordinance Approving Certain Amendments to the Highwood City Code Pertaining to Fees and Charges and Sections Related Thereto and Amending the Comprehensive Fee Schedule.

This Ordinance will be passed at the Regular City Council Meeting.

7.9 Consideration of a Resolution Accepting a Proposal from Beaver's Tree & Trimming to Remove Eleven Ash Trees Affected by the Emerald Ash Borer in the Town of Fort Sheridan.

The trees will be removed now and replaced in the Spring of 2020. Of the 50 trees received from the tree grant, it is expected that 25 of the trees will be planted in the Town of Ft. Sheridan area of the City.

7.10 A Discussion on the Future Policy Issues Impacting the City of Highwood Following the Passage of HB 1438 "Cannabis Regulation and Tax Act."

City Attorney Jablecki reviewed the new law that will take effect January 1, 2020, and how it will affect the City. The policy and decisions the City needs to decide were discussed.

8. Executive Session (If needed)

Moved by Alderman Slavin, seconded by Alderman Hospodarsky to go into Executive Session. All present voting aye, motion carried.

Vote:

Yes: Aldermen: Slavin, Hospodarsky, Falberg, Peterson, Levi

Absent: Alderman Fiore

Mayor Pecaro opened the Executive Session at 7:18 P.M.

9. Any Action Coming out of Executive Session will be sealed until no longer sensitive.

Moved by Alderman Slavin, seconded by Alderman Peterson to end Executive Session, and seal the minutes until no longer sensitive. All present voting aye, by voice vote, motion carried. Mayor Pecaro ended Executive Session at 7:37 P.M.

Moved by Alderman Hospodarsky, seconded by Alderman Levi to reconvene the City Council Meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro reconvened the meeting at 7:38 P.M.

10. **Adjournment** Moved by Alderman Falberg, seconded by Alderman Levi to adjourn the meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro adjourned the meeting at 7:39 P.M.

Respectfully Submitted,

Karin J. Baruffi, City Clerk

Reviewed and Approved by Council on: _____

11. Any Action Necessary Coming Out of Executive Session

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Absent: Alderman Fiore

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Respectfully Submitted,

Karin J. Baruffi, City Clerk

Reviewed and Approved by Council on: _____

11. Any Action Necessary Coming Out of Executive Session

12. Adjournment

HIGHWOOD - AP WARRANT LIST

AUGUST 06, 2019

List #257

Vendor	Invoice	Description	Inv. Date	Due Date	Amount
1ST AYD CORP					
	Invoice: PSI289485	PUBLIC WORKS 01-41-652 OPERATING SUPPLIE	07/11/19 \$433.35	07/11/19	\$433.35
Vendor Total for: 1ST AYD CORP			(Fiscal YTD Payments: \$.00)		\$433.35
22ND CENTURY MEDIA, LLC					
	Invoice: 2019CI-8568	TACO FEST 01-11-553 PUBLISHING/ADV/PR	07/11/19 \$714.28	07/11/19	\$714.28
	Invoice: 2019CI-8626	TACO/BLOODY MARY FESTS 01-11-553 PUBLISHING/ADV/PR	07/18/19 \$714.29	07/18/19	\$714.29
	Invoice: 2019CI-8675	BLOODY MARY FEST 01-11-553 PUBLISHING/ADV/PR	07/25/19 \$714.29	07/25/19	\$714.29
Vendor Total for: 22ND CENTURY MEDIA, LLC			(Fiscal YTD Payments: \$3,457.15)		\$2,142.86
AD INTERNATIONAL					
	Invoice: RR018	REC CENTER LIGHTING 01-52-928 MISCELLANEOUS EXP	06/11/19 \$3,780.00	06/11/19	\$3,780.00
Vendor Total for: AD INTERNATIONAL			(Fiscal YTD Payments: \$.00)		\$3,780.00
AFLAC					
	Invoice: 534180	AUGUST 2019 01-00-218.06 AFLAC WH PAYABLE	07/30/19 \$257.85	07/30/19	\$257.85
Vendor Total for: AFLAC			(Fiscal YTD Payments: \$773.55)		\$257.85
ART QUEST, LTD					
	Invoice: 07182019	BRUNO PAGLIAI 01-11-573 MISC. CONTRACT SE	07/18/19 \$85.00	07/18/19	\$85.00
Vendor Total for: ART QUEST, LTD			(Fiscal YTD Payments: \$114.00)		\$85.00
ATHANAS FENCE COMPANY					
	Invoice: 1856	432 GREEN BAY ROAD 01-52-928 MISCELLANEOUS EXP	07/18/19 \$7,421.00	07/18/19	\$7,421.00
Vendor Total for: ATHANAS FENCE COMPANY			(Fiscal YTD Payments: \$.00)		\$7,421.00
B&F CONSTRUCTION CODE SERVICES					
	Invoice: 11549	JUNE 2019	07/15/19	07/15/19	\$425.00

HIGHWOOD - AP WARRANT LIST

AUGUST 06, 2019

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-44-926 REIMBURSABLE EXPE	\$425.00		
Vendor Total for: B&F CONSTRUCTION CODE SERVICES		(Fiscal YTD Payments: \$1,620.00)			\$425.00
BECK'S HEATING					
	Invoice: 51689	AC REPLACEMENT SYSTEM 01-11-511 REP & MAINT - BLD	07/22/19 \$2,622.50	07/22/19	\$5,245.00
	Invoice: 51732	01-21-511 REP & MAINT - BUI PUBLIC WORKS 01-41-511 REP & MAINT - BUI	\$2,622.50 07/27/19 \$497.00	07/27/19	\$497.00
Vendor Total for: BECK'S HEATING		(Fiscal YTD Payments: \$186.00)			\$5,742.00
BERNARDI AUTO SERVICE CENTER, INC					
	Invoice: 7463	PUBLIC WORKS 01-41-513 REP & MAINT - VEH	07/18/19 \$493.00	07/18/19	\$493.00
Vendor Total for: BERNARDI AUTO SERVICE CENTER, INC		(Fiscal YTD Payments: \$1,489.51)			\$493.00
BKD, LLP					
	Invoice: BK01075754	2ND PROGRESS BILLING 2019 AUDIT 01-11-531.2 AUDITING	07/22/19 \$10,000.00	07/22/19	\$10,000.00
Vendor Total for: BKD, LLP		(Fiscal YTD Payments: \$2,000.00)			\$10,000.00
BURRIS EQUIPMENT					
	Invoice: RI00739	PW EQUIPMENT RENTAL 01-41-656 EQUIPMENT RENTAL	07/10/19 \$394.00	07/10/19	\$394.00
	Invoice: WI36028	PW BRUSH CUTTER 01-41-652 OPERATING SUPPLIE	07/31/19 \$347.91	07/31/19	\$347.91
Vendor Total for: BURRIS EQUIPMENT		(Fiscal YTD Payments: \$7,716.50)			\$741.91
CAREFREE COMFORT, INC.					
	Invoice: Q63857	PD HVAC 01-21-511 REP & MAINT - BUI	06/19/19 \$223.70	06/19/19	\$223.70
Vendor Total for: CAREFREE COMFORT, INC.		(Fiscal YTD Payments: \$840.65)			\$223.70
CHAMPION ENERGY, LLC					
	Invoice: B1907180004	4 WALKER/METERED STREET LIGHTS	07/19/19	07/19/19	\$5,807.67

HIGHWOOD - AP WARRANT LIST

AUGUST 06, 2019

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		51-00-571 UTILITIES	\$4,942.21		
		01-41-571 UTILITIES	\$865.46		
Vendor Total for: CHAMPION ENERGY, LLC		(Fiscal YTD Payments: \$9,660.50)			\$5,807.67
CHICAGO METROPOLITAN AGENCY FOR PLANNING					
	Invoice: FY2020-102	FY 2020 LOCAL CONTRIBUTION	07/01/19	07/01/19	\$201.69
		01-11-561 DUES	\$201.69		
Vendor Total for: CHICAGO METROPOLITAN AGENCY FOR PLANNING		(Fiscal YTD Payments: \$0.00)			\$201.69
CHICAGO TRIBUNE MEDIA GROUP					
	Invoice: 007467729000	CLASSIFIED LISTINGS 7/16/19	07/01/19	07/01/19	\$24.80
		01-11-553 PUBLISHING/ADV/PR	\$24.80		
Vendor Total for: CHICAGO TRIBUNE MEDIA GROUP		(Fiscal YTD Payments: \$984.80)			\$24.80
CHRISTOPHER B. BURKE ENGINEERING, LTD.					
	Invoice: 151551	NPEDES MS4 PH2 COMPLIANCE 18/19	07/11/19	07/11/19	\$392.00
		51-00-532 ENGINEERING	\$392.00		
	Invoice: 151552	CHLORINE RESIDUAL REVIEW	07/11/19	07/11/19	\$3,800.00
		51-00-532 ENGINEERING	\$3,800.00		
	Invoice: 151553	WATER TOWER PLAT OF EASEMENT	07/11/19	07/11/19	\$825.00
		51-00-532 ENGINEERING	\$825.00		
	Invoice: 151554	BANK LANE RECONSTRUCTION	07/11/19	07/11/19	\$1,690.50
		01-41-535 ENGINEERING FEES	\$1,690.50		
	Invoice: 151555	2020 ROAD PROGRAM DESIGN	07/11/19	07/11/19	\$3,198.00
		01-41-535 ENGINEERING FEES	\$3,198.00		
	Invoice: 151556	PATTON PLACE	07/11/19	07/11/19	\$877.00
		78-00-258.92 PATTON PLACE ESCR	\$877.00		
Vendor Total for: CHRISTOPHER B. BURKE ENGINEERING, LTD.		(Fiscal YTD Payments: \$15,452.93)			\$10,782.50
CHRISTOPHER MARTIN					
	Invoice: 07312019	ICMA ANNUAL CONFERENCE	07/31/19	07/31/19	\$2,199.95
		01-11-563 TRAINING	\$2,199.95		
Vendor Total for: CHRISTOPHER MARTIN		(Fiscal YTD Payments: \$522.84)			\$2,199.95
CITY OF HIGHLAND PARK					
	Invoice: 249951	AUGUST 2019 GIS SERVICES	07/08/19	07/08/19	\$1,658.99
		01-41-548 OTHER PROFESSIONA	\$1,658.99		

HIGHWOOD - AP WARRANT LIST

AUGUST 06, 2019

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
(CITY OF HIGHLAND PARK Cont'd)					
	Invoice: 250073	WATER ANALYSIS APRIL & JUNE 2019 51-00-518 WATER ANALYSIS	07/17/19 \$405.00	07/17/19	\$405.00
Vendor Total for: CITY OF HIGHLAND PARK			(Fiscal YTD Payments: \$181,182.35)		\$2,063.99
CIZEK CONSULTING					
	Invoice: 109	72/-8/2/2019 51-00-599 MISC CONTRACT SER	07/31/19 \$2,880.00	07/31/19	\$2,880.00
Vendor Total for: CIZEK CONSULTING			(Fiscal YTD Payments: \$8,640.00)		\$2,880.00
COMCAST BUSINESS					
	Invoice: 061419-3409	432 GREEN BY ROAD 01-51-571 UTILITIES	06/14/19 \$126.90	06/14/19	\$126.90
	Invoice: 070119-4610	552 BANK LANE 01-41-552 TELEPHONE	07/01/19 \$12.65	07/01/19	\$12.65
	Invoice: 071419-3409	432 GREEN BAY ROAD 01-51-571 UTILITIES	07/14/19 \$126.90	07/14/19	\$126.90
Vendor Total for: COMCAST BUSINESS			(Fiscal YTD Payments: \$1,235.55)		\$266.45
COMED					
	Invoice: 061419-4012	WAUKEGAN/CLAY 01-41-571 UTILITIES	06/14/19 \$4,153.96	06/14/19	\$4,153.96
	Invoice: 071619-4012	WAUKEGAN/CLAY 01-41-571 UTILITIES	07/16/19 \$4,062.62	07/16/19	\$4,062.62
	Invoice: 073019-1105	432 GREEN BAY ROAD 01-51-571 UTILITIES	07/30/19 \$38.58	07/30/19	\$38.58
Vendor Total for: COMED			(Fiscal YTD Payments: \$11,128.26)		\$8,255.16
CONSTELLATION ENERGY SVCS (INTEGRYS)					
	Invoice: 2656083	4 WALKER/432 GREEN BAY RD 51-00-571 UTILITIES 01-51-571 UTILITIES	07/22/19 \$88.70 \$173.24	07/22/19	\$261.94
Vendor Total for: CONSTELLATION ENERGY SVCS (INTEGRYS)			(Fiscal YTD Payments: \$2,711.64)		\$261.94
DEMUTH, INC.					
	Invoice: V-1237	SHERIDAN ROAD SANITARY SEWER MAIN	06/24/19	06/24/19	\$4,700.00

HIGHWOOD - AP WARRANT LIST

AUGUST 06, 2019

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		51-00-516 REPAIR & MAINT HY	\$4,700.00		
Vendor Total for: DEMUTH, INC.		(Fiscal YTD Payments: \$29,610.00)			\$4,700.00
DIAMBRI & CARAVELLO					
	Invoice: 30696	HWD BUILDING MATTERS 01-14-533.5 CITY PROSECUTOR -	07/12/19 \$1,312.50	07/12/19	\$1,312.50
	Invoice: 30697	HWD DUI 01-14-533.5 CITY PROSECUTOR -	07/12/19 \$55.00	07/12/19	\$55.00
	Invoice: 30719	HWD MONTHLY PROSECUTIONS 01-14-533.5 CITY PROSECUTOR -	07/12/19 \$3,260.00	07/12/19	\$3,260.00
Vendor Total for: DIAMBRI & CARAVELLO		(Fiscal YTD Payments: \$4,555.75)			\$4,627.50
EJ EQUIPMENT, INC					
	Invoice: W01816	STREET SWEEPER 01-41-512 REP & MAINT - EQU	06/19/19 \$1,687.89	06/19/19	\$1,687.89
Vendor Total for: EJ EQUIPMENT, INC		(Fiscal YTD Payments: \$.00)			\$1,687.89
FEDEX					
	Invoice: 6-608-32962	PD POSTAGE 01-21-551 POSTAGE	07/10/19 \$13.12	07/10/19	\$13.12
	Invoice: 6-615-07572	BUILDING DEPT POSTAGE 01-44-926 REIMBURSABLE EXPE	07/17/19 \$53.32	07/17/19	\$53.32
	Invoice: 6-622-11962	BUILDING DEPT POSTAGE 01-44-926 REIMBURSABLE EXPE	07/24/19 \$53.32	07/24/19	\$53.32
Vendor Total for: FEDEX		(Fiscal YTD Payments: \$306.00)			\$119.76
GRECO ELECTRICAL CONTRACTORS					
	Invoice: 11531	17 HIGHWOOD AVENUE 01-11-511 REP & MAINT - BLD 01-21-511 REP & MAINT - BUI	07/17/19 \$199.00 \$199.00	07/17/19	\$398.00
Vendor Total for: GRECO ELECTRICAL CONTRACTORS		(Fiscal YTD Payments: \$.00)			\$398.00
GROWER EQUIPMENT & SUPPLY CO					
	Invoice: INV-10115	REC CENTER PARK MAINTENANCE 01-51-515 PARK MAINTENANCE	06/10/19 \$249.95	06/10/19	\$249.95
	Invoice: INV-9598	REC CENTER PARK MAINTENANCE 01-51-515 PARK MAINTENANCE	05/21/19 \$101.52	05/21/19	\$101.52

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Vendor Total for: GROWER EQUIPMENT & SUPPLY CO		(Fiscal YTD Payments: \$605.51)			\$351.47
GUARDIAN					
	Invoice: 072219-7639	AUGUST 2019 01-00-218.02 DENTAL INS WH PAY	07/22/19 \$777.27	07/22/19	\$777.27
Vendor Total for: GUARDIAN		(Fiscal YTD Payments: \$778.50)			\$777.27
HIGHLAND PARK FORD LINCOLN SUPER STORE					
	Invoice: 113834	PD VEHICLE MAINTENANCE 01-21-513 REP & MAINT - VEH	06/06/19 \$37.20	06/06/19	\$37.20
Vendor Total for: HIGHLAND PARK FORD LINCOLN SUPER STORE		(Fiscal YTD Payments: \$346.82)			\$37.20
IC SIGNS AND GRAPHICS					
	Invoice: 3635	COMMUNITY SIGNAGE-VEHICLE STICKERS 01-11-652 OPERATING SUPPLIE	05/14/19 \$240.00	05/14/19	\$240.00
Vendor Total for: IC SIGNS AND GRAPHICS		(Fiscal YTD Payments: \$580.00)			\$240.00
ILLINOIS PUBLIC RISK FUND					
	Invoice: 55270	SEPTEMBER 2019 01-51-465 WORKERS COMP INS 01-44-465 WORKERS COMP INS 01-11-465 WORKERS COMP INS 01-21-465 WORKERS COMP INS 51-00-454 WORKER'S COMP INS 01-41-465 WORKERS COMP INS	07/15/19 \$197.41 \$338.60 \$121.51 \$4,267.32 \$1,019.69 \$1,294.47	07/15/19	\$7,239.00
	Invoice: 58131	AUDITED WORKERS COMP 01-51-465 WORKERS COMP INS 01-41-465 WORKERS COMP INS 51-00-454 WORKER'S COMP INS 01-21-465 WORKERS COMP INS 01-11-465 WORKERS COMP INS	04/08/19 \$185.64 \$905.67 \$435.47 \$2,874.23 \$423.99	04/08/19	\$4,825.00
Vendor Total for: ILLINOIS PUBLIC RISK FUND		(Fiscal YTD Payments: \$21,717.00)			\$12,064.00
J J SERVICE CENTER					
	Invoice: 21351	PW VEHICLE MAINTENANCE 01-41-513 REP & MAINT - VEH	07/09/19 \$130.83	07/09/19	\$130.83
Vendor Total for: J J SERVICE CENTER		(Fiscal YTD Payments: \$2,424.31)			\$130.83

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J.G. UNIFORMS, INC.					
	Invoice: 57377	PD UNIFORMS 01-21-653 UNIFORMS	07/05/19 \$34.85	07/05/19	\$34.85
	Invoice: 57983	PD UNIFORMS 01-21-653 UNIFORMS	07/22/19 \$140.00	07/22/19	\$140.00
Vendor Total for: J.G. UNIFORMS, INC.			(Fiscal YTD Payments: \$675.75)		\$174.85
J.P. COOKE COMPANY					
	Invoice: 578081	PD STAMPER 01-21-652 OPERATING SUPPLIE	07/23/19 \$36.90	07/23/19	\$36.90
Vendor Total for: J.P. COOKE COMPANY			(Fiscal YTD Payments: \$.00)		\$36.90
LAKESHORE RECYCLING SYSTEMS					
	Invoice: 0004209886	YARD WASTE STICKERS 53-00-578 REFUSE BILLING EX	07/11/19 \$1,275.00	07/11/19	\$1,275.00
	Invoice: 0004213605	JULY 2019 53-00-578 REFUSE BILLING EX	07/25/19 \$23,579.32	07/25/19	\$23,579.32
Vendor Total for: LAKESHORE RECYCLING SYSTEMS			(Fiscal YTD Payments: \$70,369.65)		\$24,854.32
LEAF					
	Invoice: 9665184	ADMIN COPIER 01-11-573 MISC. CONTRACT SE	07/21/19 \$538.00	07/21/19	\$538.00
Vendor Total for: LEAF			(Fiscal YTD Payments: \$1,102.90)		\$538.00
LORENA BACCI					
	Invoice: 07222019	VEHICLE STICKER OVERPAYMENT 01-11-927 REFUNDS	07/22/19 \$55.00	07/22/19	\$55.00
Vendor Total for: LORENA BACCI			(Fiscal YTD Payments: \$.00)		\$55.00
MANHARD CONSULTING LTD.					
	Invoice: 44351	HW/HP LINE REALIGNMENT 01-11-573 MISC. CONTRACT SE	05/16/19 \$14,400.00	05/16/19	\$14,400.00
Vendor Total for: MANHARD CONSULTING LTD.			(Fiscal YTD Payments: \$.00)		\$14,400.00
MENARDS - VERNON HILLS					
	Invoice: 32850	REC CENTER	07/11/19	07/11/19	\$295.29

HIGHWOOD - AP WARRANT LIST

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
	Invoice: 32851	01-51-511 REP & MAINT - BUI REC CENTER 01-51-511 REP & MAINT - BUI	\$295.29 07/11/19 \$184.13	07/11/19	\$184.13
Vendor Total for: MENARDS - VERNON HILLS		(Fiscal YTD Payments: \$223.96)			\$479.42
MENDINO EXCAVATING, INC.					
	Invoice: 974944	DIRT DUMP/HAUL 01-41-574 MISC HAULING/DIRT	07/14/19 \$964.00	07/14/19	\$964.00
	Invoice: 974945	440 GBR PARKING LOT 01-41-574 MISC HAULING/DIRT	07/14/19 \$3,775.00	07/14/19	\$3,775.00
Vendor Total for: MENDINO EXCAVATING, INC.		(Fiscal YTD Payments: \$15,207.12)			\$4,739.00
MENONI & MOCOJNI					
	Invoice: 1332728	STREETS & SIDEWALKS 01-41-515 REP & MAINT - ST	07/10/19 \$140.55	07/10/19	\$140.55
	Invoice: 1333760	STREETS/SIDEWALKS 01-41-515 REP & MAINT - ST	07/16/19 \$64.60	07/16/19	\$64.60
	Invoice: 1334265	STREETS/SIDEWALKS 01-41-515 REP & MAINT - ST	07/18/19 \$177.25	07/18/19	\$177.25
Vendor Total for: MENONI & MOCOJNI		(Fiscal YTD Payments: \$816.20)			\$382.40
MUTUAL SERVICES OF HIGHLAND PARK					
	Invoice: 578347	REC CENTER 01-51-511 REP & MAINT - BUI	06/05/19 \$9.33	06/05/19	\$9.33
	Invoice: 578460	REC CNETER 01-51-511 REP & MAINT - BUI	06/07/19 \$1.54	06/07/19	\$1.54
	Invoice: 580554	WATER DEPT OPERATING SUPPLIES 51-00-652 OPERATING SUPPLIE	07/21/19 \$65.75	07/21/19	\$65.75
	Invoice: 581083	REC CENTER PARK MAINTENANCE 01-51-515 PARK MAINTENANCE	08/01/19 \$27.99	08/01/19	\$27.99
Vendor Total for: MUTUAL SERVICES OF HIGHLAND PARK		(Fiscal YTD Payments: \$215.86)			\$104.61
NORTH SHORE AUTO SPA & DETAIL CENTER					
	Invoice: 454	BUILDING DEPT. VEHICLE MAINTENANCE 01-44-513 REP & MAINT - VEH	05/31/19 \$160.00	05/31/19	\$160.00
Vendor Total for: NORTH SHORE AUTO SPA & DETAIL CENTER		(Fiscal YTD Payments: \$40.00)			\$160.00

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
NORTH SHORE GAS					
	Invoice: 061719-00001	317 GREEN BAY ROAD 01-41-571 UTILITIES	06/17/19 \$105.82	06/17/19	\$105.82
	Invoice: 071919-00001	5 WESTERN AVENUE 51-00-571 UTILITIES	07/19/19 \$34.48	07/19/19	\$34.48
	Invoice: 071919-0001	317 GREEN BAY ROAD 01-41-571 UTILITIES	07/19/19 \$149.09	07/19/19	\$149.09
Vendor Total for: NORTH SHORE GAS			(Fiscal YTD Payments: \$575.86)		\$289.39
NORTHERN ILLINOIS POLICE ALARM SYSTEM					
	Invoice: 13068	MARCH 2019 ITEM 57 01-21-563 TRAINING	06/09/19 \$22.50	06/09/19	\$22.50
Vendor Total for: NORTHERN ILLINOIS POLICE ALARM SYSTEM			(Fiscal YTD Payments: \$400.00)		\$22.50
NORTHSHORE OMEGA					
	Invoice: 07152019	SEAN MANGAS 01-21-573 MISC. SERVICE CON	07/15/19 \$261.00	07/15/19	\$261.00
	Invoice: 071819-2039	SEAN MANGAS 01-21-573 MISC. SERVICE CON	07/18/19 \$587.00	07/18/19	\$587.00
Vendor Total for: NORTHSHORE OMEGA			(Fiscal YTD Payments: \$866.00)		\$848.00
NS TECH					
	Invoice: I-5833	PHONE SYSTEM REPAIR 01-11-552 TELEPHONE 01-21-552 TELEPHONE 01-51-552 TELEPHONE 51-00-552 TELEPHONE	07/01/19 \$140.63 \$140.63 \$140.63 \$140.61	07/01/19	\$562.50
Vendor Total for: NS TECH			(Fiscal YTD Payments: \$1,010.00)		\$562.50
NSSRA					
	Invoice: 263	NEW FACILITY CLOSING & DESIGN 01-51-915 NSSRA	07/16/19 \$15,978.00	07/16/19	\$15,978.00
Vendor Total for: NSSRA			(Fiscal YTD Payments: \$21,617.45)		\$15,978.00
PHOENIX MIDWEST CONSULTANTS					
	Invoice: 07302019HW	JULY 2019	07/30/19	07/30/19	\$10,418.42

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		01-44-926 REIMBURSABLE EXPE			\$10,418.42
Vendor Total for: PHOENIX MIDWEST CONSULTANTS		(Fiscal YTD Payments: \$14,986.06)			\$10,418.42
PIPEVISION PRODUCTS, INC					
	Invoice: 7550-PV	EVERTS 51-00-516 REPAIR & MAINT HY	06/25/19 \$25,350.00	06/25/19	\$25,350.00
Vendor Total for: PIPEVISION PRODUCTS, INC		(Fiscal YTD Payments: \$42,420.00)			\$25,350.00
PLATINUM SYSTEMS					
	Invoice: K-129826	PD COMPUTER SUPPORT 01-21-573 MISC. SERVICE CON	07/17/19 \$131.25	07/17/19	\$131.25
	Invoice: K-130007	ADMIN REMOTE SUPPORT 01-11-537 COMPUTER SUPPORT	07/30/19 \$78.75	07/30/19	\$78.75
Vendor Total for: PLATINUM SYSTEMS		(Fiscal YTD Payments: \$2,963.75)			\$210.00
PORTER LEE CORPORATION					
	Invoice: 22419	ANNUAL SOFTWARE UPDATE 08/19-07/20 01-21-573 MISC. SERVICE CON	07/01/19 \$781.00	07/01/19	\$781.00
Vendor Total for: PORTER LEE CORPORATION		(Fiscal YTD Payments: \$.00)			\$781.00
PRO DATA PAYROLL SERVICES					
	Invoice: 416200	WEEK ENDING 7/13/2019 01-11-531.3 PAYROLL SERVICE	07/19/19 \$119.19	07/19/19	\$119.19
	Invoice: 416798	WEEK ENDING 7/27/2019 01-11-531.3 PAYROLL SERVICE	07/30/19 \$125.22	07/30/19	\$125.22
Vendor Total for: PRO DATA PAYROLL SERVICES		(Fiscal YTD Payments: \$585.74)			\$244.41
RAY O'HERRON CO., INC.					
	Invoice: 1939199-IN	PD UNIFORMS 01-21-653 UNIFORMS	07/17/19 \$704.83	07/17/19	\$704.83
	Invoice: 1941607-IN	PD UNIFORMS 01-21-653 UNIFORMS	07/30/19 \$9.99	07/30/19	\$9.99
	Invoice: 1941609-IN	PD UNIFORMS 01-21-653 UNIFORMS	07/30/19 \$59.98	07/30/19	\$59.98
	Invoice: 1941612-IN	PD UNIFORMS 01-21-653 UNIFORMS	07/30/19 \$327.96	07/30/19	\$327.96
Vendor Total for: RAY O'HERRON CO., INC.		(Fiscal YTD Payments: \$503.52)			\$1,102.76

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
REGIONAL EMERGENCY DISPATCH					
	Invoice: 184-20-08	AUGUST 2019 01-22-556 DISPATCHING	07/15/19 \$2,296.00	07/15/19	\$2,296.00
Vendor Total for: REGIONAL EMERGENCY DISPATCH			(Fiscal YTD Payments: \$6,888.00)		\$2,296.00
SAL CHEMICAL					
	Invoice: 192619	WATER PLANT 51-00-652 OPERATING SUPPLIE	07/12/19 \$5,372.80	07/12/19	\$5,372.80
Vendor Total for: SAL CHEMICAL			(Fiscal YTD Payments: \$0.00)		\$5,372.80
SCOTT COREN					
	Invoice: 062619	ICMA CONFERERANCE REIMBURSEMENT 01-11-563 TRAINING	06/26/19 \$720.00	06/26/19	\$720.00
	Invoice: 07162019	HONORARIUM FOR EMPLOYEE TOSI 01-11-928 MISCELLANEOUS EXP	07/16/19 \$503.25	07/16/19	\$503.25
	Invoice: 073119	GETTYSBURG LEADERSHIP INSTITUTE 01-11-563 TRAINING	07/31/19 \$2,020.23	07/31/19	\$2,020.23
Vendor Total for: SCOTT COREN			(Fiscal YTD Payments: \$240.00)		\$3,243.48
SE-INC.					
	Invoice: 19-26605	BANNER ASSEMBLY 01-41-920 COMMUNITY BEAUTIF	07/01/19 \$1,085.00	07/01/19	\$1,085.00
	Invoice: 19-26657	BANNER HARDWARE 01-41-920 COMMUNITY BEAUTIF	06/27/19 \$906.86	06/27/19	\$906.86
	Invoice: 19-26658	BANNER INSTALLATION 7/1/2019 01-41-920 COMMUNITY BEAUTIF	07/02/19 \$2,520.00	07/02/19	\$2,520.00
	Invoice: 19-26705	REPAIR/INSTALL BANNERS 01-41-920 COMMUNITY BEAUTIF	07/12/19 \$393.14	07/12/19	\$393.14
	Invoice: 19-26709	SPECIAL EVENT 01-12-900 SPECIAL EVENT FUN	07/15/19 \$575.00	07/15/19	\$575.00
	Invoice: 19-26711	SPECIAL EVENT 01-12-900 SPECIAL EVENT FUN	07/15/19 \$587.50	07/15/19	\$587.50
	Invoice: 19-26712	SPECIAL EVENT 01-12-900 SPECIAL EVENT FUN	07/15/19 \$405.00	07/15/19	\$405.00
	Invoice: 19-26734	SPECIAL EVENT 01-12-900 SPECIAL EVENT FUN	07/25/19 \$619.00	07/25/19	\$619.00
Vendor Total for: SE-INC.			(Fiscal YTD Payments: \$36,363.25)		\$7,091.50

HIGHWOOD - AP WARRANT LIST

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
SERVICE MECHANICAL INDUSTRIES					
	Invoice: 06262019	PERMIT OVERPAYMENT 256 GREEN BAY RD 01-44-927 REFUNDS	06/26/19 \$51.29	06/26/19	\$51.29
Vendor Total for: SERVICE MECHANICAL INDUSTRIES			(Fiscal YTD Payments: \$0.00)		\$51.29
SHELLI SHERIDAN					
	Invoice: 073019	HOUSING IMPR PRG-225 SHERIDAN AVE 01-44-573 MISC. SERVICE CON	07/30/19 \$279.00	07/30/19	\$279.00
Vendor Total for: SHELLI SHERIDAN			(Fiscal YTD Payments: \$0.00)		\$279.00
SILVA POWER AND COMMUNICATIONS, LLC					
	Invoice: 07172019	EVERTS PARK 01-41-918 EVERTS PARK	07/17/19 \$375.00	07/17/19	\$375.00
Vendor Total for: SILVA POWER AND COMMUNICATIONS, LLC			(Fiscal YTD Payments: \$2,537.50)		\$375.00
STAPLES OFFICE SUPPLY					
	Invoice: 8024	ADMIN OFFICE SUPPLIES 01-11-651 OFFICE SUPPLIES	06/24/19 \$233.41	06/24/19	\$233.41
	Invoice: 92938	ADMIN OFFICE SUPPLIES 01-11-651 OFFICE SUPPLIES	06/18/19 \$73.45	06/18/19	\$73.45
	Invoice: 9691	PD/ADMIN OFFICE SUPPLIES 01-11-651 OFFICE SUPPLIES 01-21-651 OFFICE SUPPLIES	07/03/19 \$191.06 \$191.07	07/03/19	\$382.13
Vendor Total for: STAPLES OFFICE SUPPLY			(Fiscal YTD Payments: \$363.37)		\$688.99
STERNBERG LIGHTING					
	Invoice: 51673	STREET LIGHTING 01-41-516 REP & MAINT - STR	07/19/19 \$2,400.00	07/19/19	\$2,400.00
Vendor Total for: STERNBERG LIGHTING			(Fiscal YTD Payments: \$0.00)		\$2,400.00
SYNCB/AMAZON					
	Invoice: 995996963747	GOOGLE MESH NETWORK 01-11-652 OPERATING SUPPLIE	07/02/19 \$258.50	07/02/19	\$258.50
Vendor Total for: SYNCB/AMAZON			(Fiscal YTD Payments: \$1,386.84)		\$258.50

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
T2 SYSTEMS					
	Invoice: IRIS00000057427	AUGUST 2019 01-11-573 MISC. CONTRACT SE	07/18/19 \$150.00	07/18/19	\$150.00
Vendor Total for: T2 SYSTEMS		(Fiscal YTD Payments: \$300.00)			\$150.00
TDS METROCOM					
	Invoice: 072519-6531	PW TELEPHONE 01-41-552 TELEPHONE	07/25/19 \$41.26	07/25/19	\$41.26
Vendor Total for: TDS METROCOM		(Fiscal YTD Payments: \$117.98)			\$41.26
TECHNOLOGY MANAGEMENT REVOLVING FUND					
	Invoice: T1937470	JUNE 2019 16-00-840 COMMUNICATION CHA	07/22/19 \$491.49	07/22/19	\$491.49
Vendor Total for: TECHNOLOGY MANAGEMENT REVOLVING FUND		(Fiscal YTD Payments: \$982.98)			\$491.49
THE BLUE LINE					
	Invoice: 38735	PD HOME PAGE GRAPHIC DISPLAY 01-21-573 MISC. SERVICE CON	05/22/19 \$298.00	05/22/19	\$298.00
Vendor Total for: THE BLUE LINE		(Fiscal YTD Payments: \$.00)			\$298.00
THOMPSON ELEVATOR INSPECTION					
	Invoice: 19-1621	624 SHERIDAN RD PLAN REVIEW 01-44-926 REIMBURSABLE EXPE	05/14/19 \$100.00	05/14/19	\$100.00
	Invoice: 19-2284	700 SHERIDAN ROAD 01-44-926 REIMBURSABLE EXPE	07/16/19 \$100.00	07/16/19	\$100.00
	Invoice: 19-2462	624 SHERIDAN ROAD 01-44-926 REIMBURSABLE EXPE	07/30/19 \$100.00	07/30/19	\$100.00
Vendor Total for: THOMPSON ELEVATOR INSPECTION		(Fiscal YTD Payments: \$1,308.00)			\$300.00
US POSTAL SERVICE					
	Invoice: 072019	PD ENVELOPES 01-21-652 OPERATING SUPPLIE	07/30/19 \$633.65	07/30/19	\$633.65
Vendor Total for: US POSTAL SERVICE		(Fiscal YTD Payments: \$.00)			\$633.65
USA BLUE BOOK					
	Invoice: 948854	WATER PLANT	07/12/19	07/12/19	\$635.46

HIGHWOOD - AP WARRANT LIST

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Vendor	Invoice	Description	Inv. Date	Due Date	Amount
		51-00-652 OPERATING SUPPLIE			\$635.46
Vendor Total for: USA BLUE BOOK		(Fiscal YTD Payments: \$529.18)			\$635.46
VISION SERVICE PLAN OF ILLINOIS					
	Invoice: 807176706	AUGUST 2019 01-00-218.09 EMPLOYE VISION WH	07/17/19 \$14.33	07/17/19	\$14.33
Vendor Total for: VISION SERVICE PLAN OF ILLINOIS		(Fiscal YTD Payments: \$260.59)			\$14.33
WESTOVER TOWNHOMES, LLC					
	Invoice: 062519	CITY STORM DRAIN REPAIR REIMBURSE 01-41-517 REP&MAINT - STORM	06/25/19 \$1,380.00	06/25/19	\$1,380.00
Vendor Total for: WESTOVER TOWNHOMES, LLC		(Fiscal YTD Payments: \$.00)			\$1,380.00
ZORO TOOLS, INC					
	Invoice: INV6251338	WATER DEPT DEHUMIDIFIER 51-00-652 OPERATING SUPPLIE	07/15/19 \$1,908.25	07/15/19	\$1,908.25
Vendor Total for: ZORO TOOLS, INC		(Fiscal YTD Payments: \$205.71)			\$1,908.25
		GENERAL FUND			\$140,045.99
		911 EMERGENCY FUND			\$491.49
		WATER & SEWER			\$52,995.42
		GARBAGE FUND			\$24,854.32
		ESCROW FUND			\$877.00
		Grand Total:			\$219,264.22

HIGHWOOD - AP WARRANT LIST

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A/P Manual Check Posting List

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

Vendor	Invoice	Description	Check: No	Date	Reg #	Amount
JAMES LEVI						
	Invoice: 07182019	REPLACEMENT PAYCHECK 01-11-531.3PAYROLL SERVICE	\$131.09	053066	07/18/19 241	\$131.09
Vendor Total for: JAMES LEVI						(Fiscal YTD Payments: \$131.09) \$131.09
POSTMASTER - HIGHWOOD						
	Invoice: 07232019	JULY 2019 WATER & REFUSE BILLING 51-00-551 POSTAGE 53-00-551 POSTAGE	\$356.10 \$237.40	053067	07/23/19 241	\$593.50
Vendor Total for: POSTMASTER - HIGHWOOD						(Fiscal YTD Payments: \$2,258.50) \$593.50
SEAN MANGAS						
	Invoice: 07182019	REPLACEMENT CHECK 01-11-531.3PAYROLL SERVICE	\$746.57	053065	07/18/19 241	\$746.57
Vendor Total for: SEAN MANGAS						(Fiscal YTD Payments: \$746.57) \$746.57
						GENERAL FUND \$877.66
						WATER & SEWER \$356.10
						GARBAGE FUND \$237.40
						Grand Total: \$1,471.16

AGENDA MEMO
Committee of the Whole
August 6, 2019

ISSUE STATEMENT

A motion authorizing the City Manager to enter into an agreement with Pav-Tech for \$11,611 for patching Prairie Avenue.

BACKGROUND/HISTORY

The City of Highwood recently conducted pavement patching on Prairie Avenue to eliminate potholes, replace deteriorating patches, and better seal the road to prevent additional distress. The July project was within the City Manager's spending authority and replaced the most critical places. In evaluating the project, Staff is recommending additional patching to repair other deteriorating areas to put off resurfacing as long as possible.

Staff is recommending an additional 1,366 square feet, which is estimated at \$11,611 after a unit price of \$8.50 per square foot.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approval of this motion.

ALTERNATE CONSIDERATION

Not approving the motion would be an alternate consideration.

ATTACHMENTS

-Pav-Tech Quote

PAV-TECH

SEALCOATING CORP

PAVING DIVISION

PROPOSAL #19-26017

JULY 31, 2019

P.O. BOX 117, LAKE BLUFF, ILLINOIS 60044
PHONE (847) 362-1752 / FAX (847) 362-1754
PTSC@SBCGLOBAL.NET

SUBMITTED TO:

**CITY OF HIGHWOOD
17 HIGHWOOD AVENUE
HIGHWOOD, IL 60040
Contact JACK HARDING**

JOB NAME AND LOCATION

**CITY OF HIGHWOOD
PRAIRIE AVENUE
HIGHWOOD, IL**

Main Tel 847-432-1924
Fax 847-433-6531
Mobile
Alt 224-456-8273
Email jack.harding@cityofhighwood.org

NOTE / COMMENT

We Hereby Submit The Following Estimates And Specifications:

	* Qty (approx.)	* Unit Price	Ext Price
REPAIR ASPHALT PAVEMENT TYPE 3	1366 SF	8.50	\$11,611.00

UNDERCUT \$60.00 PER CY / UNDERCUT FILL \$55.00 PER TON

For the Total Sum of: \$11,611.00

SPECIFICATIONS

REPAIR ASPHALT PAVEMENT TYPE 3:

- A) Remove damaged asphalt pavement by saw cutting and /or grinding (materials to be removed from job site).
- B) Excavate aggregate base where base failure has occurred, if required. If excavation is required to establish finished aggregate base grade, client shall be billed for undercut as an extra (see "Undercut" unit prices).
- C) Install CA-6 crushed aggregate to achieve a uniform compacted base where required. If CA-6 aggregate is required to establish finished aggregate base, client shall be billed for undercut fill as an extra (see "Undercut Fill" unit price).
- D) Install two lifts of bituminous asphaltic concrete.
 - The first lift shall consist of 1.5" compacted N-50 binder bituminous asphaltic concrete.
 - The second lift shall consist of 1.5" compacted N-50 surface bituminous asphaltic concrete.
- E) Total finished pavement thickness shall be 3" compacted bituminous asphaltic concrete.

Pav Tech Sealcoating Corp To Furnish Material And Labor, In Accordance With Stated Specifications, For: City Of Highwood For City Of Highwood, For The Sum Of: \$11611.00 With Payment To Be Made As Follows: . Client Is Responsible For Obtaining Any And All Necessary Permits.

Any alteration or deviation from the above specifications involving extra cost will be performed only upon written orders (excluding undercut and undercut fill) and will become an extra charge over and above this proposal. All agreements contingent upon strikes, accidents or delays beyond our control. In the event that the person/company to whom this proposal is submitted to fails to pay on the dates set forth in this agreement, and that failure to pay continues for a period of ten (10) days, that person/company agrees to pay interest on all such sums due upon that payment or any other payments in default, at the rate of 18% annually, or the maximum rate allowable by law, compounded monthly; notwithstanding the obligation to pay interest, contractor shall have the right at any time following the default to collect any and all sums due together with legal and attorney's fees incurred by contractor, including, but not limited to, entry of such judgment, and the person/company to whom this proposal is submitted to, agrees to waive and release all errors and right of appeal from any such judgment, and to consent to an immediate execution thereon.

THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 60 DAYS

Authorized Signature _____

Acceptance: (Initial all pages) The above prices, specifications, payment terms are hereby accepted.

John Wyatt

Date of Acceptance: _____ Signature: _____

Signature: _____

Please sign both copies, return one copy to the address above, retain the other for your records.

Page 1 Of 1

AGENDA MEMO
Committee of the Whole
August 6, 2019

ISSUE STATEMENT

A motion approving a second amendment to the City Manager's employment agreement.

BACKGROUND/HISTORY

This agenda item is an amendment to the agreement with Scott Coren for employment as the City Manager with the City of Highwood. It modifies the compensation levels agreed upon with the original 2017 contract and 2018 amendment.

STAFF/COMMITTEE RECOMMENDATION

As directed.

ALTERNATE CONSIDERATION

Not approving the motion would be an alternate consideration.

ATTACHMENTS

-Contract

SECOND AMENDMENT TO THE CITY MANAGER'S EMPLOYMENT AGREEMENT

THIS SECOND AMENDMENT TO THE CITY MANAGER'S EMPLOYMENT AGREEMENT, is made and entered into this 6th day of August, 2019, by and between the City of Highwood, an Illinois municipal corporation (hereinafter called "EMPLOYER"), and Scott Coren (hereinafter called "EMPLOYEE"); and

WHEREAS, the EMPLOYEE and EMPLOYER entered into an employment agreement on June 19, 2017 (the "Original Agreement"), and a First Amendment effective as of June 1, 2018, and now desire to amend the Original Agreement with said amendment effective as of June 1, 2019 (the "Effective Date"); and

WHEREAS, the Original Agreement is amended as follows:

NOW, THEREFORE, IN CONSIDERATION OF the making of mutual covenants and promises set forth in the Agreement, the parties agree as follows:

1. Section 3(A), entitled "Base Salary", of the Original Agreement, is hereby amended to read as follows:

Employer agrees to pay Employee an annual base salary of One Hundred Fifty Five Thousand and 00/100 Dollars (\$155,000.00), payable in installments at the same time that the other management employees of the employer are paid.

2. Section 9, entitled "Performance Evaluation", of the Original Agreement, the last sentence is hereby amended to read as follows:

In addition to any potential merit based raise, the EMPLOYEE will be eligible for a performance bonus of up to \$15,000.00 as determined by the Mayor and approved by the City Council.

3. **Terms of Original Agreement as Amended** All terms contained in the Original Agreement, as previously amended, between the EMPLOYEE and EMPLOYER not expressly modified by this Second Amendment shall remain valid and in full force and effect.

IN WITNESS WHEREOF, the City of Highwood, pursuant to the authority granted by the passage of a Resolution by its City Council, has caused this Second Amendment to the City Manager's Employment Agreement to be executed by the Mayor and attested by the City Clerk and Scott Coren on the respective dates set forth below.

SCOTT COREN

CITY OF HIGHWOOD

By: _____
Scott Coren

By: _____
Mayor

Date: _____

Date: _____

ATTEST:

By: _____
City Clerk