



Regular City Council Meeting

Crest Hill, IL

November 03, 2025

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

Agenda

1. **OPENING OF MEETING**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **CITIZEN/SPECIAL REQUEST/PUBLIC HEARINGS**

4 A. Lockport Township High School Update

5. **PUBLIC COMMENT FOR AGENDA ITEMS ONLY: (Limit 3 minutes per person)**

6. **CONSENT AGENDA:** *(All items on the Consent Agenda are considered routine by one motion. These items will not be separately discussed unless an Alderperson so requests, in which event the item will be removed from the Consent Agenda and considered separately.)*

6 A. Approve the Minutes from the Regular Meeting Held on October 20, 2025

6 B. Approve the Change Order Proposal with USG Water Solutions for the Well 8 Filter in the Amount of \$4,068.00

6 C. Approve the Change Order Proposal with USG Water Solutions for the Well 10 Filter in the Amount of \$8,136.00

6 D. Approve a Resolution Approving a Revision to the Construction Agreement for the 2024 Sanitary Sewer Televising and Cleaning Contract by and between the City of Crest Hill, Will County, Illinois and Hoerr Construction, Inc for a New Construction Cost of \$168,053.00

6 E. Approve a Resolution Approving a Construction Testing Agreement for East Receiving Station Reservoir Improvement by and between the City of Crest Hill, Will County, Illinois and Rubino Engineering, Inc. for an Amount of \$12,841.50

6 F. Approve a Resolution Approving a Construction Engineering Agreement for East Receiving Station Reservoir Improvement by and between the City of Crest Hill, Will County, Illinois and Strand Associates, Inc. for an Amount of \$179,500.00

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.

[6 G.](#) Approve a Resolution Approving a Construction Agreement for Chemical Feed System Upgrades by and between the City of Crest Hill, Will County, Illinois and Strand Associates for an Amount of \$33,900.00

[6 H.](#) Approval of the WCGL Holiday Reception 2025

[6 I.](#) Approve an Ordinance Authorizing the Sale and /or Disposal of Certain Personal Property that is No Longer Necessary or Useful for the City's Public Purposes

[6 J.](#) Approve an Ordinance Approving Multiple Variations to the Crest Hill Zoning Ordinance with Respect to Certain Real Property Located at 2400 Waterford Drive in Crest Hill, Illinois (Application of Ruben and Clara Miranda)

[6 K.](#) Approval to Purchase Fortinet Firewall Licenses in the Amount of \$70,100.82

[6 L.](#) Approve an Ordinance Approving Multiple Variations to the Crest Hill Zoning Ordinance and Crest Hill Code of Ordinances with Respect to Certain Real Property Located at 16825 Churnovic Lane, Crest Hill, Will County, Illinois - Application of Amazon.com, Inc.

[6 M.](#) Approval of the List of Bills Issued through November 4, 2025, in the Amount of \$1,859,638.02

6 N. For Informational Purposes: Regular and Overtime Payroll from October 6, 2025, to October 19, 2025, in the Amount of \$276,655.69

7. **REPORTS & COMMUNICATIONS FROM DEPARTMENTS & ELECTED OFFICIALS**

[A1.](#) City Attorney:

Approve Updates Made to Ordinance 2032 Amending Title 3 of the City of Crest Hill Code of Ordinances to Adopt a Municipal Cannabis Retailers' Occupation Tax.

[B1.](#) City Administrator:

Approval to Create a Communications Committee.

C1. Public Works Department:

D1. City Engineer:

[E1.](#) Community Development:

Approve a Resolution Approving and Authorizing the Execution of a "Third Amendment to the Contract for Purchase of Real Estate" Dated July 15, 2024, by and between the City of Crest Hill and QuikTrip Corporation for the Purchase of Property Located at 1610 Plainfield Road, Crest Hill, Illinois.

E2. Community Development:

Approval of a Resolution Approving a Façade Grant Request from JH Hospitality Group for Property Located at 20631 Renwick Road

F1. Police Department:

G1. Mayor's Report:

H1. City Clerk's Report:

I1. City Treasurer's Report:

8. **UNFINISHED BUSINESS:**

9. **NEW BUSINESS:**

10. **COMITTEE/LIAISON REPORTS:**

11. **CITY COUNCIL COMMENTS:**

12. **PUBLIC COMMENT:** *(Limit 3 minutes per person)*

13. **EXECUTIVE SESSION:** If Called by the Council for a Good Cause

14. **ADJOURNMENT:**

Note: If any agenda topic has not been fully discussed, it will be continued at the City Council meeting.

**Agenda Memo****Crest Hill, IL**

Meeting Date: November 3, 2025
Submitter: Mayor Raymond R. Soliman R.S.
Department: Mayor's Office
Agenda Item: Lockport Township High School Update

Summary: Ms. Angela Adolf, Director of Development and Foundation of LTTHS will attend the November 3, 2025 city council meeting and provide an update and share information about the school.

Recommended Council Action: Informational Only

Financial Impact:**Funding Source:****Budgeted Amount:****Cost:****Attachments:**

MINUTES OF THE REGULAR MEETING
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
October 20, 2025

The regular meeting of the City of Crest Hill was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Jamie Malloy, Alderman Scott Dyke, Alderman Angelo Deserio, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: City Administrator Blaine Wing, Deputy Chief Ryan Dobczyk, Finance Director Glenn Gehrke, City Engineer Ron Wiedeman, City Attorney John Rodack.

Absent were: Community & Economic Development Daniel Ritter, Interim Public Works Director Julius Hansen, Community Development Consultant Ron Mentzer, Interim Human Resource Manager Dave Strahl, Building Commissioner Don Seeman, Attorney Mike Stiff.

FINANCIAL REPORT – AUGUST & SEPTEMBER 2025

The Financial Reports for August and September 2025 were presented for informational purposes only. The City Council raised no questions.

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the Regular Meeting Held on October 6, 2025, per the memo dated October 20, 2025.

(#1) Motion by Alderwoman Gazal seconded by Alderman Jefferson, to Approve the Minutes from the Regular Meeting Held on October 6, 2025, per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Mayor Soliman presented the Minutes from the Work Session Meeting Held on October 13, 2025, per the memo dated October 20, 2025.

(#2) Motion by Alderwoman Gazal seconded by Alderman Jefferson, to Approve the Minutes from the Work Session Meeting Held on October 13, 2025, per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Deserio, Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke.

NAYES: None.

ABSTAIN: Ald. Albert.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

CITY ATTORNEY: City Attorney John Rodack reported that he had no agenda items for the meeting but was available to answer any questions.

CITY ADMINISTRATOR: City Administrator Blaine Wing requested to Approve the Proposal with ACP CreativIT for a Projector & Screen Project in the Amount of \$15,897.00 as well Authority up to \$5,000.00 for Electrical Work per the memo dated October 20, 2025.

City Administrator Blaine Wing provided updates on the projector and screen project that was previously discussed at the last workshop. He noted that the vendor (represented by Stuart in the audience) advised there is currently no price increase. If approved, installation would be scheduled after the December 15th meeting to avoid conflicts with Council meetings, workshops, and planning commission meetings.

Administrator Wing also mentioned two funding sources: 1) He recently saved the City nearly \$12,000.00 annually by taking advantage of the state plan for the City's Verizon contract, and 2) The City receives approximately \$10,000.00-\$12,000.00 annually from electric aggregation vendors as community contributions. He suggested these funds could be allocated toward the project.

Alderpersion Oberlin commented that allocating those funds towards this project is good and should be more than enough to use the remaining funds to be applied to the microphones that need to be updated/fixed. She also praised the administrator for the savings with Verizon.

Alderwoman Gazal asked about the lift rental line item in the proposal. Alderwoman Gazal commented that we need to figure out how many times we would use this lift and, in the meantime, use the lift from Public Works and allocate the money to the microphones.

Administrator Wing explained that the City could either rent a lift or purchase a used one for \$5,000.00-\$6,000.00, noting that purchasing would be more cost-effective long-term since a rental with specialized trailer would cost approximately \$1,000.00 each time to transport the lift we already have in between City Hall and the Public Works Department.

Several Council members questioned the rental cost of the trailer and suggested alternative options. Administrator Wing confirmed there is storage space for a lift in the building, which was designed for this purpose.

Alderman Dyke commented that it is hard to believe a trailer with the lift needed would cost that much money.

Mayor Soliman asked Stuart if there was anything he would like to add regarding the projector.

Stuart approached the podium and stated he does not have more to add except it would be a great asset to the City.

(#3) Motion by Alderperson Oberlin seconded by Alderman Albert, to Approve the Proposal with ACP CreativIT for a Projector & Screen Project in the Amount of \$15,897.00 as well Authority up to \$5,000.00 for Electrical Work per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: Dyke, Deserio.

ABSENT: None.

There being six (6) affirmative votes, the MOTION CARRIED.

City Administrator Blaine Wing requested Approval to Update the Format of Agendas to a Consent Agenda Starting with the City Council Meeting on November 3, 2025, per the memo dated October 20, 2025.

City Administrator Wing explained that this would update the overall agenda format to include a consent portion along with two components for public comment. The first public comment would be for agenda items, and the second would be open for any public comment. Administrator Wing noted that Crest Hill is the only community within the Grand Prairie Water Commission that does not have a consent agenda.

(#4) Motion by Alderman Albert seconded by Alderperson Oberlin for the Approval to Update the Format of Agendas to a Consent Agenda Starting with the City Council Meeting on November 3, 2025, per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio.

NAYES: Ald. Jefferson.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

City Administrator Blaine Wing requested to Approve a Resolution Approving Acceptance of Proposal #61-18357 R4 and #61-21400 R3 for the Crest Hill East Water Treatment Plant and Public Works Maintenance Facility Improvements by and between the City of Crest Hill, Will County, Illinois and Low Voltage Solutions, Inc. for an Amount of \$237,260 per the memo dated October 20, 2025.

City Administrator Wing explained that \$200,000.00 of this project would be covered by a grant, with \$37,260.00 coming from the general fund and water fund depending on the components. The project addresses security improvements at the Water Treatment Plant and Public Works Maintenance Facility.

Finance Director Glenn Gehrke clarified that this proposal was specifically selected for the Public Works Facility and East Plant only, not including the Facilities Management Building. He mentioned that there are cameras currently in storage in the basement that would be used for this project, and he has already requested a quote from Low Voltage for the Facilities Management Building.

(#5) Motion by Alderwoman Gazal seconded by Alderperson Oberlin, to Approve a Resolution Approving Acceptance of Proposal #61-18357 R4 and #61-21400 R3 for the Crest Hill East Water Treatment Plant and Public Works Maintenance Facility Improvements by and between the City of Crest Hill, Will County, Illinois and Low Voltage Solutions, Inc. for an Amount of \$237,260 per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Cipiti, Albert, Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Resolution # 1348

PUBLIC WORKS DEPARTMENT: Administrator Wing requested Approval of Pay Request #33 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a Total Amount of \$942,920.29 per the memo dated October 20, 2025.

(#6) Motion by Alderperson Oberlin seconded by Alderman Cipiti, for the Approval of Pay Request #33 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a Total Amount of \$942,920.29 per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Albert, Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Administrator Wing requested to Approve the Proposal from M.E. Simpson for another Water Distribution System Leak Detection Survey not to Exceed an Amount of \$21,165.00 per the memo dated October 20, 2025.

City Administrator Wing explained this was for the second portion of the water distribution leak detection survey at a cost of \$21,165.00. He noted that this cost would be offset by savings from finding and repairing water leaks. Currently, the City has water loss of approximately 22% and needs to reach 10% before moving to Lake Michigan water.

(#7) Motion by Alderperson Oberlin seconded by Alderman Dyke, to Approve the Proposal from M.E. Simpson for another Water Distribution System Leak Detection Survey not to Exceed an Amount of \$21,165 per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Administrator Wing requested to Approve the Proposal from M.E. Simpson for the Large Water Meter Testing Project not to Exceed an Amount of \$36,435.00 per the memo dated October 20, 2025.

City Administrator Wing explained this proposal was for testing large water meters typically used by industrial, commercial, and retail customers. The cost for M.E. Simpson to perform this test is \$36,435.00. The testing ensures that the calibration is accurate so that meters are charging customers correctly.

(#8) Motion by Alderman Dyke seconded by Alderman Deserio, to Approve the Proposal from M.E. Simpson for the Large Water Meter Testing Project not to Exceed an Amount of \$36,435.00 per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio, Jefferson, Gazal.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

CITY ENGINEER: City Engineer Ron Wiedeman requested to Approve a Resolution Approving a Construction Agreement for the Chemical Feed System Upgrades at Wells 4,8,9,11 and 12 by and between the City of Crest Hill, Will County, Illinois and Dahme Mechanical Industries, Inc. for an Amount of \$599,866.00 per the memo dated October 20, 2025.

(#9) Motion by Alderwoman Gazal seconded by Alderman Deserio, to Approve a Resolution Approving a Construction Agreement for the Chemical Feed System Upgrades at Wells 4,8,9,11 and 12 by and between the City of Crest Hill, Will County, Illinois and Dahme Mechanical Industries, Inc. for an Amount of \$599,866.00 per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Resolution #1349

City Engineer Ron Wiedeman requested to Approve a Resolution to Accept Planning Technical Assistance Services Delivered by the Chicago Metropolitan Agency for Planning per the memo dated October 20, 2025.

City Engineer Wiedeman explained that he had planned to update the City's pavement rating with \$30,000.00 budgeted for this purpose. He was able to secure a grant from CMAP (Chicago Metropolitan Agency for Planning) that would reduce the City's cost to just \$3,000.00, with CMAP covering the remaining cost of approximately \$47,781.00 to redo the entire City. The agreement was reviewed by Attorney Mike Stiff with no additional comments.

(#10) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Approve a Resolution to Accept Planning Technical Assistance Services Delivered by the Chicago Metropolitan Agency for Planning per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.
Resolution #1350

City Engineer Ron Wiedeman requested to Approve a Resolution Approving a Professional Services Agreement for the 2026 Roadway Rehabilitation Improvement-Design Engineering Services by and between the City of Crest Hill, Will County, IL and Christopher B. Burke Engineering, Ltd. in the Amount of \$69,760.00 per memo dated October 20, 2025.

(#11) Motion by Alderwoman Gazal seconded by Alderman Deserio, to Approve a Resolution Approving a Professional Services Agreement for the 2026 Roadway Rehabilitation Improvement-Design Engineering Services by and between the City of Crest Hill, Will County, IL and Christopher B. Burke Engineering, Ltd. in the Amount of \$69,760.00 per memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.
Resolution #1351

COMMUNITY DEVELOPMENT: There were no agenda items.

POLICE DEPARTMENT: Deputy Chief Ryan Dobczyk provided several updates:

- In-service training began that day and would continue additional dates in October and November
- Halloween trick-or-treat hours would be from 4:00 PM to 7:00 PM
- The department received a less lethal law enforcement grant for four new tasers valued at approximately \$11,900.00.
- The Chaney Monge Halloween Parade will be held on October 31st at 1:00 PM, with assistance from the Police Department and Public Works Department

MAYOR'S REPORT: Mayor Soliman congratulated Fire Chief John O'Connor from the Lockport Township Fire Protection District for being named the Illinois Fire Chief of the Year, the highest honor from the State. The Mayor and his wife attended the ceremony in Peoria.

Mayor Soliman also reported on that morning's groundbreaking of the new Fire Training Facility on Division Street, which was attended by several City Officials. He noted this would be a tremendous asset to Crest Hill, allowing for better training of firefighters, EMS workers, and Police Departments from Crest Hill and surrounding communities.

In response to a question from Alderman Cipiti, Mayor Soliman explained that the gun range originally planned as part of the project had been removed because the Lockport Police Department's funding for it fell through. The Fire Training Facility would still be built as proposed.

CITY CLERK: City Clerk Christine Vershay-Hall announced that the City would be holding a free community shred event in partnership with Lockport Township government on Saturday, October 25, 2025, from 9:00 AM to 11:00 AM in the front parking lot of City Hall, with a limit of four boxes per resident.

CITY TREASURER: City Treasurer Jamie Malloy requested to Approve the List of Bills Issued Through October 21, 2025, in the Amount of \$3,276,212.13 per the memo dated October 20, 2025.

(#12) Motion by Alderman Deserio seconded by Alderman Jefferson, to Approve the list of bills issued through October 21, 2025, in the amount of \$3,276,212.13 for Council approval per the memo dated October 20, 2025.

On roll call, the vote was:

AYES: Ald. Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio, Jefferson.

NAYES: Ald. Gazal.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

City Treasurer Jamie Malloy presented the Regular and Overtime Payroll from September 22, 2025, through October 5, 2025, in the amount of \$277,481.93 per the memo dated October 20, 2025.

City Treasurer Jamie Malloy presented the Additional Payroll for Compensation Time Payout in the Amount of \$23,576.54 per the memo dated October 20, 2025.

City Treasurer Jamie Malloy invited residents to attend 'Coffee with the Treasurer' on Friday, October 24, 2025, from 9:00 a.m. until 11:00 a.m. at the McDonald's on Plainfield Road in Crest Hill.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS: Alderwoman Gazal encouraged everyone to visit Soprano's Pizza on 20641 Renwick Road. She noted they are currently only open for lunch on weekends but are open from 3:00 PM to 9:00 PM on weekdays. Alderperson Oberlin added that she had ordered from there when she had unexpected company from Arizona, and both she and her guests thought the pizza and garlic sticks were excellent.

COMMITTEE/LIAISON REPORTS: Alderwoman Gazal reminded everyone that Winterfest would be held on December 6th, and they were still in the planning phase and looking for volunteers. She also thanked Alderman Albert for sharing her letter with the rest of the Lions Club.

CITY COUNCIL COMMENTS: Alderman Dyke wished everyone a happy and safe Halloween.

Alderwoman Gazal reminded everyone that it was National School Bus Safety Week and encouraged drivers to be cautious and thanked the Police Department for their work enforcing traffic laws around buses.

Aldersperson Oberlin shared two items:

1. A reminder from the garbage collection company that residents need to have recycling totes out on time (every two weeks) to ensure pickup.
2. A wish for everyone to have a safe and happy Halloween, noting she would have full-size candy bars available.

Alderman Albert mentioned that the Crest Hill Lions Club would be serving hot dogs for trick-or-treaters at three locations (Richland Center, Chaney Monge School, and the park along Borio Drive) during trick-or-treat hours. He also congratulated Wynette Holmes on celebrating 10 years as owner of Patty's Bar at Center and Theodore Street.

PUBLIC COMMENT: Skip, a resident, suggested checking into the use of a flatbed tow truck as an alternative to the specialized trailer rental discussed earlier for the lift. He estimated a tow service might cost around \$200.00 rather than the \$1,000.00 quoted for the specialized trailer rental and noted there might be a local business in Crest Hill that could provide this service.

Attorney John Rodack asked for a motion to go into executive session on Personnel 5 ILCS 120/2(c)(1).

(#13) Motion by Aldersperson Oberlin seconded by Alderwoman Gazal, to go into an executive session on 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Cipiti, Albert, Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Executive Session 7:46 p.m.

(#14) Motion by Aldersperson Oberlin seconded by Alderman Cipiti to reconvene from the executive session on 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio, Jefferson.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Reconvened at 8:32 p.m.

There being no further business before the Council, and no action needed from an executive session, a motion for adjournment was in order.

(#10) Motion by Alderman Dyke seconded by Alderman Deserio, to adjourn the October 20, 2025, Council meeting.

On roll call, the vote was:

AYES: Ald. Albert, Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

The meeting was adjourned at 8:33 p.m.

Approved this ____ day of _____, 2025.

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR



Agenda Memo

Crest Hill, IL

Date:	10/21/2025
Submitter:	Julius Hansen, Interim Director of Public Works
Department:	Public Works
Agenda Item:	Approval of Well 8 change order

Summary:

Well 8 is being repaired as authorized by the city council as per a memo dated 10/21/24. All the work is nearly completed, and the well is about to be put back service. On e final repair is needed. A change order is required to make the repair outside the original project scope of work. The cost of the change order is \$4,068 to replace the end of a 8-inch diameter pipe. Well 8 should be back in service in a few weeks if all goes as planned.

Recommended Council Action:

Approval of change order for Well 8 costing \$4,068.00 being paid to USG Water

Financial Impact:

Expenditure of \$4,068.00 from the Water Fund

Attachments:

Memo and change order



Proposal from UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069
Toll-free: 855-526-4413 | Fax: 478-987-2991
usgwater.com

Date: 10/20/25

Submitted by: Chad Johnson

Local Phone: (630) 280-5620

SFID: 151580

MP / CS Asset: ☐

Entity Proposal Submitted To ("Customer"): City of Crest Hill, IL			Phone Number: (815) 741-5100		Fax Number:	
Street Address: 20600 City Center Blvd			Description of Work to be Performed: Concrete Plant Services			
City: Crest Hill		State: IL	Zip Code: 60403		Asset Name: Well 8 Filter	
Accounts Payable Contact Name: John Kemp		Email: JKemp@cityofcresthill.com		Job Site Address: 2401 WATERFORD DRIVE		
Job Contact (Inspection Reports): John Kemp		Email: JKemp@cityofcresthill.com		County / Parish: WILL	Asset Size: 10KG	Asset Style: Steel Filter

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

Please see attached Exhibit(s), which are incorporated herein by reference:

1. Exhibit A – Scope of Work
2. Exhibit B – Terms and Conditions

Please sign and date this proposal and fax one copy to our office.

Four Thousand Sixty-Eight and -----00 /100 Dollars \$ 4,068.00

Payment to be made as follows: Payment Due in Full Upon Completion of Work – plus all applicable taxes

Remittance Address: Utility Service Co., Inc., P O Box 207362, Dallas, TX 75320-7362

This Proposal, together with its Exhibit A – Scope of Work and Exhibit B - Terms and Conditions, and any additional exhibits that Utility Service Co., Inc. and the Customer agree to incorporate and attach to this Proposal (collectively, this "Proposal") constitutes the entire and exclusive agreement between Utility Service Co., Inc. (which for purposes herein shall collectively include its affiliate companies) and Customer (collectively, the "Parties"). This Proposal may be withdrawn by Utility Service Co., Inc. at any time prior to acceptance. Customer assents to the terms and conditions in Exhibit B and agrees that the terms and conditions in Exhibit B shall govern with respect to this Proposal and the services provided by Utility Service Co., Inc. No additional or conflicting terms or conditions included in any purchase order, hyperlink, acknowledgement or invoice of Customer not expressly incorporated into this Proposal shall be binding on the Parties or this Proposal.

Note: This proposal shall expire automatically
Ninety (90) days following the date of this Proposal.

Authorized
USCI Signature

Acceptance of Proposal The prices, scope of work, and terms and conditions of this Proposal are satisfactory and are hereby accepted. Payment will be made by Customer to Utility Service Co., Inc. as set forth herein.

Is Customer Exempt from Sales Tax? ☐ No ☒ Yes If Exempt, please provide Sales Tax Exemption Certificate.

Fiscal Year Beginning Month

Customer Signature

Date of Acceptance

Printed Name

10/21/25

Julius Haasen
Julius Haasen

FOR INTERNAL USE ONLY

SFID:

CN:

SO:

PPB: Select PPB

MP / CS PN:



Proposal from
UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd - P O Box 1350 - Perry, GA 31069
 Toll-free: 855-526-4413 | Fax: 478-987-2991
 usgwater.com

Exhibit A - Scope of Work

- Asset:** WELL 8 FILTER is approximately 13 ft dia x 12 ft Height (Interior) x 12 ft Height (Average Exterior Exposed)
 Proposal below is for the replacement of the end of an 8" dia pipe segment, repair handle connection.
- Notes/Exclusions:** Scorecard pricing is valid until 04/18/2026. Specialized goods and services are being rendered as part of this Scope of Work. Due to subcontractor and/or supplier requirements, pricing may fluctuate due to current market conditions.
 USG Water Solutions reserves the right to request a change order due to unforeseen market conditions that increase the cost of the goods or services provided by suppliers or subcontractors.
 Owner shall isolate and drain the Asset prior to renovation operations.
- Owner shall provide that no moisture or water is entering the Asset during renovation operations.
 Owner shall perform disinfection in accordance with AWWA C653, any testing, and return of Asset back to service.
 Water and power must be available within 150' of Asset.
 Bonds are not included.
 Local Wage Rates are included.
 Lead and / or Asbestos abatement of any kind is not included.
 Containment of any kind is not included.
 Equipment protection of any kind is not included.
 USCI is not responsible for differing, latent or hidden conditions, including weather.
 In the event of a different or unknown problem, USG Water Solutions will be entitled to equitable adjustment in price and time to compensate for additional costs.
 All work is expected to occur during acceptable weather and/or seasonal times. Environmental controls, including dehumidification and auxiliary heating, are not included. Any environmental controls needed will be charged at cost +15%.
 All workers to have 10-hour OSHA card; any additional safety requirements are subject to request for additional compensation.
 This proposal is based upon a visual inspection of the Asset. The Owner and the Company hereby acknowledge and agree that a visual inspection is intended to assess the condition of the Asset for all patent defects.



Agenda Memo

Crest Hill, IL

Date:	10/21/2025
Submitter:	Julius Hansen, Interim Director of Public Works
Department:	Public Works
Agenda Item:	Approval of Well 10 change order

Summary:

Well 10 is being repaired as authorized by the city council as per a memo dated 10/21/24. All the work is nearly completed, and the well is about to be put back service. On e final repair is needed. A change order is required to make the repair outside the original project scope of work. The cost of the change order is \$8,136 to replace a 6-inch diameter pipe with a flange inside of the tank. Well 10 should be back in service in a week if all goes as planned.

Recommended Council Action:

Approval of change order for Well 10 costing \$8,136.00 being paid to USG Water

Financial Impact:

Expenditure of \$8,136.00 from the Water Fund

Attachments:

Memo and change order



Proposal from
UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069
Toll-free: 855-526-4413 | Fax: 478-987-2991
usgwater.com

Date: 10/20/25

Submitted by: Chad Johnson

Local Phone: (630) 280-5620

SFID: 151581

MP / CS Asset: ☐

Entity Proposal Submitted To ("Customer"): City of Crest Hill, IL			Phone Number: (815) 741-5100		Fax Number:
Street Address: 20600 City Center Blvd			Description of Work to be Performed: Concrete Plant Services		
City: Crest Hill	State: IL	Zip Code: 60403	Asset Name: Well 10 Filter		
Accounts Payable Contact Name: John Kemp	Email: JKemp@cityofcresthill.com		Job Site Address: 737 CATON FARM RD		
Job Contact (Inspection Reports): John Kemp	Email: JKemp@cityofcresthill.com		County / Parish: Will	Asset Size: 10KG	Asset Style: Steel Filter

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

Please see attached Exhibit(s), which are incorporated herein by reference:

1. Exhibit A – Scope of Work
2. Exhibit B – Terms and Conditions

Please sign and date this proposal and fax one copy to our office.

Eight Thousand One Hundred Thirty-Six and -----00 /100 Dollars \$ 8,136.00

Payment to be made as follows: Payment Due in Full Upon Completion of Work – plus all applicable taxes

Remittance Address: **Utility Service Co., Inc., P O Box 207362, Dallas, TX 75320-7362**

This Proposal, together with its Exhibit A – Scope of Work and Exhibit B - Terms and Conditions, and any additional exhibits that Utility Service Co., Inc. and the Customer agree to incorporate and attach to this Proposal (collectively, this "Proposal") constitutes the entire and exclusive agreement between Utility Service Co., Inc. (which for purposes herein shall collectively include its affiliate companies) and Customer (collectively, the "Parties"). This Proposal may be withdrawn by Utility Service Co., Inc. at any time prior to acceptance. Customer assents to the terms and conditions in Exhibit B and agrees that the terms and conditions in Exhibit B shall govern with respect to this Proposal and the services provided by Utility Service Co., Inc. No additional or conflicting terms or conditions included in any purchase order, hyperlink, acknowledgement or invoice of Customer not expressly incorporated into this Proposal shall be binding on the Parties or this Proposal.

Note: This proposal shall expire automatically
Ninety (90) days following the date of this Proposal.

Authorized
USCI Signature

Acceptance of Proposal The prices, scope of work, and terms and conditions of this Proposal are satisfactory and are hereby accepted. Payment will be made by Customer to Utility Service Co., Inc. as set forth herein.

Is Customer Exempt from Sales Tax? ☐ No ☒ Yes

If Exempt, please provide Sales Tax Exemption Certificate.

Fiscal Year Beginning Month

Date of Acceptance

10/21/25

Customer Signature

Printed Name

Julius Hansen
JULIUS HANSEN

FOR INTERNAL USE ONLY

SFID:

CN:

SO:

PPB: Select PPB

MP / CS PN:



Proposal from
UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd - P O Box 1350 - Perry, GA 31069

Toll-free: 855-526-4413 | Fax: 478-987-2991

usgwater.com

Exhibit A - Scope of Work

- Asset:** WELL 10 FILTER is approximately 13 ft dia x 12 ft Height (Interior) x 12 ft Height (Average Exterior Exposed)
 Pricing is for the replacement of 6" pipe and flange inside of the tank.
 Including paint touch up by USG.
- Notes/Exclusions:** Scorecard pricing is valid until 11/19/2025. Specialized goods and services are being rendered as part of this Scope of Work. Due to subcontractor and/or supplier requirements, pricing may fluctuate due to current market conditions.
 USG Water Solutions reserves the right to request a change order due to unforeseen market conditions that increase the cost of the goods or services provided by suppliers or subcontractors.
 Owner shall isolate and drain the Asset prior to renovation operations.
- Owner shall provide that no moisture or water is entering the Asset during renovation operations.
 Owner shall perform disinfection in accordance with AWWA C653, any testing, and return of Asset back to service.
 Water and power must be available within 150' of Asset.
 Bonds are not included.
 Local Wage Rates are included.
 Lead and / or Asbestos abatement of any kind is not included.
 Containment of any kind is not included.
 Equipment protection of any kind is not included.
 USCI is not responsible for differing, latent or hidden conditions, including weather.
 In the event of a different or unknown problem, USG Water Solutions will be entitled to equitable adjustment in price and time to compensate for additional costs.
 All work is expected to occur during acceptable weather and/or seasonal times. Environmental controls, including dehumidification and auxiliary heating, are not included. Any environmental controls needed will be charged at cost +15%.
 All workers to have 10-hour OSHA card; any additional safety requirements are subject to request for additional compensation.
 This proposal is based upon a visual inspection of the Asset. The Owner and the Company hereby acknowledge and agree that a visual inspection is intended to assess the condition of the Asset for all patent defects.



Agenda Memo**Crest Hill, IL**

Meeting Date:	November 3, 2025
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	A Resolution approving a revision to the construction agreement for the 2024 Sanitary Sewer Televising and Cleaning Contract by and between the City of Crest Hill, Will County, Illinois and Hoerr Construction, Inc for a new construction cost of \$168,053.00.

Summary: Staff is requesting that 2024 Sanitary Sewer Televising and Cleaning be amended to include the section of existing sanitary sewer from the city existing diversion structure located south of Caton Farm Rd adjacent to the CN RR tracks to the West Wastewater Treatment Plant, See Exhibit B. The total footage of sewer being televised and cleaned is 11,007 Lin Ft.

The contractor is willing to hold their unit prices per last year's contract to perform this work. The only item that is being added is Item 8 shown in exhibit A. This is being added to the contract to provide a pay item for clearing of bush to improve access to existing sanitary manholes that are located in areas with very dense vegetation.

The cost to add this additional 11,007 Lin Ft of sanitary sewer at the unit prices of the 2024 construction contract is \$78,293.00.

Recommended Council Action: A Resolution approving a revision to the construction agreement for the 2024 Sanitary Sewer Televising and Cleaning Contract by and between the City of Crest Hill, Will County, Illinois and Hoerr Construction, Inc for a new construction cost of \$168,053.00.

Financial Impact:

Funding Source: Sewer Fund

Budgeted Amount: \$150,000.00 (2026 Budget)

Cost Approved to Date:

Award Construction Amount \$89,760.00(2025 Budget)

Plus Change Order No.1 \$78,293.00

New Cost Approved to Date \$168,053.00

Attachments

Hoerr Construction CO 1 Resolution

Exhibit A-Crest Hill-CO 1-2024 San Sewer TV Added Work 9-12-25

Exhibit B-2025 Crest Hill-Interceptor Televising-CO 1

RESOLUTION NO. _____

**A RESOLUTION APPROVING A REVISION TO THE CONSTRUCTION AGREEMENT
FOR THE 2024 SANITARY SEWER TELEVISIONING AND CLEANING CONTRACT BY
AND BETWEEN THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AND
HOERER CONSTRUCTION, INC FOR A NEW CONSTRUCTION COST OF \$168,053.00**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, Hoer Construction, Inc. (the "COMPANY"), is an entity that is in the business of providing Construction Services, for the 2024 Sanitary Cleaning and Televisioning. (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated a revision to the construction agreement for the 2024 sanitary sewer televisioning and cleaning construction contract to add an additional 11.007 Lin ft of additional sewer televisioning and cleaning. (the "Agreement") with the Company for the purposes of engaging the Company to perform the Construction Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$168,053.00 are

fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 3RD DAY NOVEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Jennifer Methvin	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 3RD DAY OF NOVEMBER 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A



Hoerr Construction, Inc.
1416 County Road 200 N
P.O. Box 65
Goodfield, IL 61742

Office: (309) 691-Item 6 D.
Fax: (309) 508-7990

PROJECT PROPOSAL & CONTRACT

Project: City of Crest Hill – Sanitary Sewer Televising

Quote #: 24512

9/11/2025

City of Crest Hill
20600 City Center Blvd.
Crest Hill, IL 60403

HOERR CONSTRUCTION, INC. (AKA CONTRACTOR) to Provide:

- Televising of sanitary sewer with cleaning as needed
 - All work to be performed to the “2024 Sanitary Sewer Televising Project” specifications using the added maps provided by Robinson Engineering on 8/26/25 via email
 - CCTV inspection van/easement unit with technician for televising of sewers
 - Color pan & tilt camera on track or wheeled transporter
 - Digital video record of inspections & printed reports
 - Combination vacuum-jetter truck w/ technician for cleaning of sewers
 - Includes standard jetting nozzles & spinning jet heads
 - Vacuum removal of debris jetted from pipe
 - Traffic control to include flashing lights and cones that are carried on the trucks.
 - Optional added clearing item includes a 2 person crew using a skid steer with a brush clearing attachment and hand tools to create cleared access paths within overgrown easement areas.
- Certificate of insurance and bonds have already been provided per the original project
- Prices quoted are good for 30 days
- Totals given are estimates only, actual footage or time and materials used will be billed
 - Process for charging cleaning time will be the same as previously used in this project.
 - Any access issues resulting in the need for matting will be billed as T&M Hourly Rates.

CITY OF CREST HILL (AKA OWNER) to Provide:

- Water for pipe cleaning operations
- Dump site for debris removed from pipe
- Access to pipes being cleaned and inspected to include but not limited to
 - Locating and opening all manholes associated with project prior to crew mobilizing to the site



Hoerr Construction, Inc.
1416 County Road 200 N
P.O. Box 65
Goodfield, IL 61742

Office: (309) 691-Item 6 D.
Fax: (309) 508-7990

- Any necessary permits, fees, licenses, association dues, special insurance coverage, surface restoration, erosion control, deflection testing, air testing, or staking not specified in the original project documents

Project Prices:

Item No.	Items	Unit	Quantity	Unit Price	Total
4	SANITARY SEWER TO BE CLEANED, 12"	HOUR	5	\$ 679.00	\$ 3,395.00
5	SANITARY SEWER TO BE CLEANED, 15"	HOUR	5	\$ 679.00	\$ 3,395.00
6	SANITARY SEWER TO BE CLEANED, 21"-27"	HOUR	5	\$ 815.00	\$ 4,075.00
7	TELEVISIONING SANITARY SEWERS	FOOT	11007	\$ 4.00	\$ 44,028.00
8 (ADDED)	CLEARING AS NEEDED FOR ACCESS TO EASEMENT SEWERS	DAY	4	\$ 5,850.00	\$ 23,400.00
ESTIMATED TOTAL PROJECT:					\$ 78,293.00

Thank you for the opportunity to quote this pipe televising and cleaning project. If this proposal is accepted, regular payments to be made to Hoerr Construction, Inc. monthly as the work progresses, as billed, for the units that were installed. If a separate contract format is used, this document shall be included as an exhibit. This proposal may be retracted if not accepted within 30 days. If you have any questions, please call me at (309) 691-6653.



Mike Kaisner, Estimator/PM
Hoerr Construction, Inc.

Acceptance of Proposal

The pricing, specifications, and conditions noted above and on the following pages of this proposal are agreeable and are accepted in full. By signing below, you have our authorization to complete the work as specified.

Customer Authorized Signature

Customer Printed Name

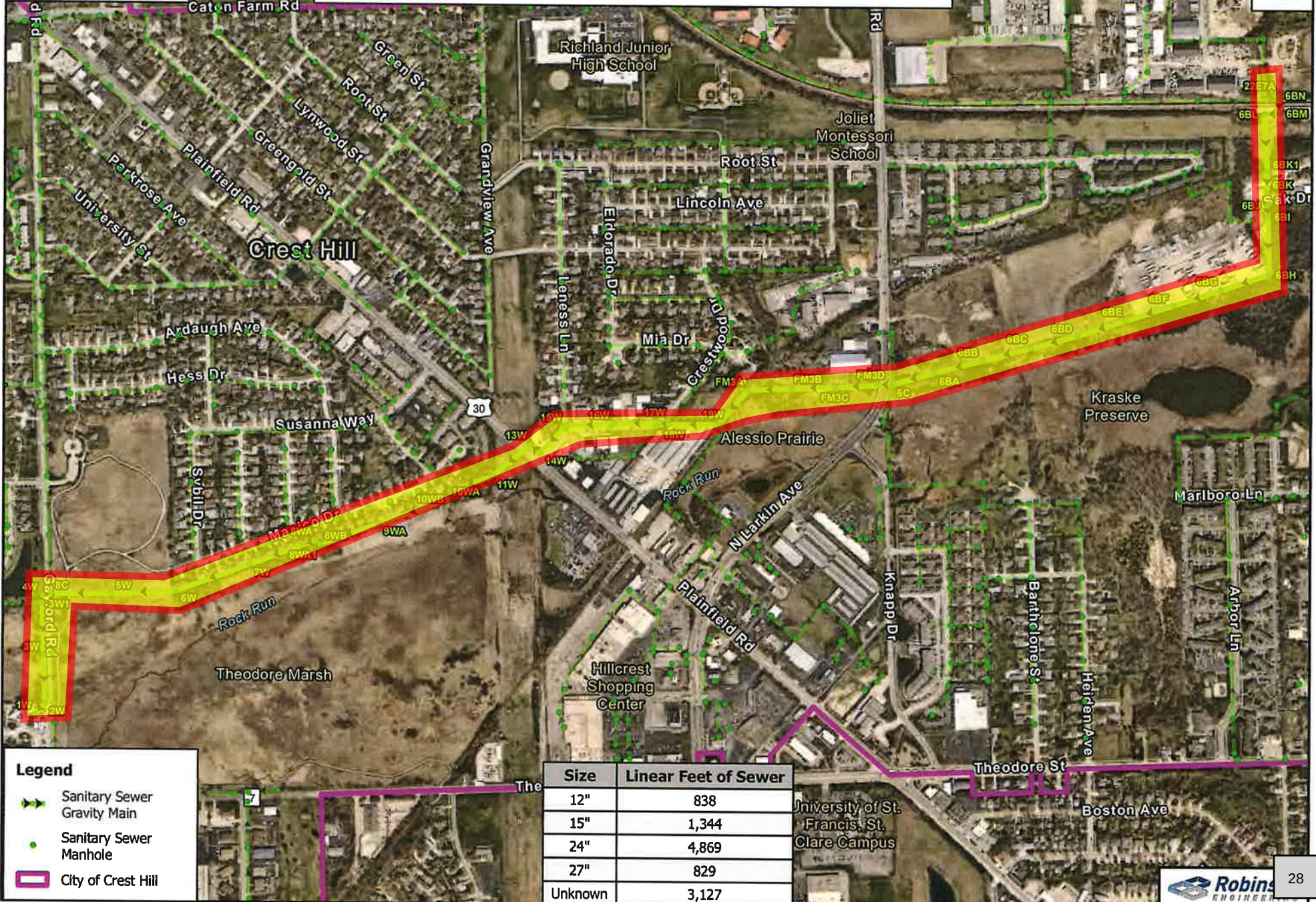
Acceptance Date

City of Crest Hill

2025 Sanitary Sewer Cleaning and Televising

Item 6 D.

N
1:10,000





Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	A Resolution approving a Construction Testing Agreement for East Receiving Station Reservoir Improvement by and Between the City of Crest Hill, Will County, Illinois and Rubino Engineering, Inc. for an amount of \$12,841.50.

Summary:

As discussed at the October 27th workshop meeting, the construction of the new 2.5 MG Ground Storage Tank required for the switch to the new water supply provided by the Grand Prairie Water Commission did not make the 2026 IEPA intended funding list. In order to keep our current schedule, the city would like to apply for IEPA bypass funding.

To have construction testing services included as a qualifying expense of the loan we need to submit an executed construction testing agreement with our request for bypass funding.

Attached is a proposal for construction testing services for the construction of the East 2.5 MG Ground Reservoir.

Rubino Engineering, Inc. has been requested by staff to perform construction testing on this improvement. Some of the tasks they will be performing are field testing of borrow materials, compaction testing, laboratory testing, review of subgrade proof roll under structure pad and field testing of subgrade under the footing.

Recommended Council Action:

A Resolution approving a Construction Engineering Agreement for East Receiving Station Reservoir Improvement by and Between the City of Crest Hill, Will County, Illinois and Rubino Engineering, Inc. for an amount of \$12,481.50.

Financial Impact:

Funding Source: Water Fund

Budgeted Amount: Will be Included in the 2027 budget.

Cost: \$12,841.50

Attachments:

Resolution-Construction Testing Services 2.5 MG Ground Tank

Exhibit A-Construction Testion-Q25.496 Crest Hill Eastern Receiving Station Reservoir in Will County for City of Crest Hill.pdf

RESOLUTION NO. _____

**A RESOLUTION APPROVING A CONSTRUCTION TESTING AGREEMENT FOR
EAST RECEIVING STATION RESERVOIR IMPROVEMENT BY AND BETWEEN
THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AND RUBINO
ENGINEERING, INC. FOR AN AMOUNT OF \$12,841.50**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, Rubino Engineering, Inc. (the "COMPANY"), is an entity that is in the business of providing Professional Services, for the East Receiving Station Reservoir Improvement (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an AGREEMENT FOR East Receiving Station Reservoir Improvement (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$12,841.50 are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance.

Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 3RD DAY NOVEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 3RD DAY OF NOVEMBER 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

PROPOSAL

September 26, 2025

To: Honorable Raymond Soliman, Mayor
City of Crest Hill
20600 City Center Boulevard
Crest Hill, IL 60403
Phone: 815-741-5100

Re: **Construction Materials Testing Services**
Proposed Crest Hill Receiving Station
Ground Level Reservoir
In Crest Hill, Illinois

Proposal No. Q25.496

Rubino Engineering, Inc. is pleased to submit the following proposal to provide construction materials testing and inspection services for the above referenced project.

PROJECT UNDERSTANDING

Rubino Engineering Inc. received a request for proposal from Richard Scheer, P.E. of Strand Associates, Inc. on behalf of the City of Crest Hill, Illinois on September 16th, 2025 and the following outlines our understanding of the requested scope of services:

Project Name and Description

EASTERN RECEIVING STATION RESERVOIR

FOR THE

CITY OF CREST HILL WILL COUNTY, ILLINOIS

MARCH 2026

Documents Received

- RFP Email from Richard Scheer, P.E. of Strand Associates on behalf of The City of Crest Hill, on September 26, 2025.
- Plan set – “Planset to IEPA 8-28-25.pdf”

General Scope of Services

EARTHWORK TESTING

- Field testing of on-site and borrow soil material
 - Compaction by the nuclear method and proof-rolls
 - Please call Rubino **ONE WEEK PRIOR** to Compaction testing so that Rubino can obtain samples to run a proctor *before* we are due on-site for testing.
- Laboratory testing of on-site and borrow soil material
 - Standard proctor ASTM D698 or Modified proctor ASTM D1557
- Subgrade / Subbase stone proof roll – structure pad

INSPECTION OF FOOTING SUBGRADE

- Field testing of bottom of footing subgrade excavation
 - Unconfined compressive strength testing/ penetrometer testing

Extras

- Re-inspection for failed tests
- Sieve Analysis (Granular Material) or Hydrometer and Atterberg Limit Determination (Soil)
- Work areas not ready for inspection at the time scheduled
- Delays by the contractor
- Cancellations
- Overtime
- Any services not described and listed above

Rubino Engineering, Inc. proposes to provide experienced, technical personnel to perform the requested testing in general accordance with the client-provided project specifications. If any of the above information is incorrect, please notify us or change it on the signed copy of the proposal.

FEES

The work will be accomplished on a unit price basis in accordance with the Rubino Engineering, Inc. Schedule of Services and Fees, and will be performed pursuant to the attached General Conditions. Copies of our Schedule of Services and Fees and General Conditions are enclosed herewith and incorporated into this proposal.

ESTIMATE OF SERVICES & FEES - PREVAILING WAGE RATES

Description	Quantity	Unit Rate	Total
EARTHWORK AND FOUNDATION SOIL TESTING			
Engineering Technician (MT-2)	80 @	\$120.00 per hour	\$ 9,600.00
Specimen Pick Up	1 @	\$295.00 per trip	\$ 295.00
Modified Proctor per ASTM D1557	1 @	\$311.50 each	\$ 311.50
Nuclear Density Gauge / DCP Equipment	10 @	\$50.00 per day	\$ 500.00
Vehicle Charge - Round Trip	10 @	\$65.00 per trip	\$ 650.00
Engineering: Report Review, Consult, Meetings, Admin	11 @	\$135.00 per hour	\$ 1,485.00
SUMMARY			
TOTAL ESTIMATED BUDGET:			\$ 12,841.50

Rubino Engineering, Inc.'s fees will be determined by the actual amount of technical time expended for this project and the amount of laboratory testing performed by the client's request.

The fees charged under this agreement are subject to change 6 months from the date of the proposal.

Rubino Engineering, Inc. will proceed with the planned work only after receiving a signed copy of this proposal. Please complete the attached Project Data Sheet before returning the proposal to enable your file to be properly established.

PROJECT SCHEDULING

Please book testing services prior to 4pm the day before testing is needed via our website:

<https://rubinoeng.com/schedule-field-testing>

The office and field project manager will be notified, and you will receive a confirmation email and possibly a follow up phone call or email for additional project information.

Changes to the schedule or cancellations: scheduling@rubinoeng.com

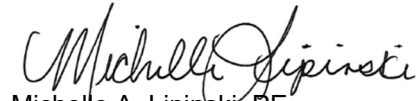
Please call the office with any questions or changes to the schedule between 8am to 4pm.

Late or Same Day Scheduling will result in additional time charges for coordination and overtime.

CLOSING

Rubino appreciates the opportunity to offer our services for this project and we look forward to working with your company. Please contact me with questions pertaining to this proposal or requests for additional services.

Respectfully submitted,
RUBINO ENGINEERING, INC.



Michelle A. Lipinski, PE
President

michelle.lipinski@rubinoeng.com

**RUBINO ENGINEERING, INC. IS:
AN AASHTO-ACCREDITED LABORATORY
IDOT PREQUALIFIED
IDOT DBE-CERTIFIED (100% WOMAN-OWNED)**

AUTHORIZATION AND PROPOSAL ACCEPTANCE

If this proposal is acceptable to you, Rubino Engineering, Inc. will perform the work in accordance with the attached General Conditions that are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. We will proceed with the work upon receipt of signed authorization.

AGREED TO, THIS _____	DAY OF _____	, 20__.
BY (please print): _____		
TITLE: _____		
COMPANY: _____		
SIGNATURE: _____		

PROJECT INFORMATION:

1. Project Name: _____
2. Project Location: _____
3. Your Job No: _____ Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Site Contact: _____ Telephone No.: _____
6. Number and Distribution of Reports:

() Copies To: _____ Attn: _____ Email: _____	() Copies To: _____ Attn: _____ Email: _____
() Copies To: _____ Attn: _____ Email: _____	() Copies To: _____ Attn: _____ Email: _____
7. Invoicing Address: _____

Attn: _____
Email: _____
8. Other Pertinent Information Or Previous Subsurface Information Available:

Rubino Engineering, Inc.

Schedule of Construction Materials Testing Services & Fees through December 31, 2025 (Illinois Prevailing Wage)

LABORATORY TESTING SERVICES

Compression testing of concrete, mortar and grout specimens by ASTM procedures	Per Cylinder	\$ 19.50
ASTM D698 - AASHTO T99 (Standard Proctor)	Each	\$ 267.00
ASTM D1557 - AASHTO T180 (Modified Proctor)	Each	\$ 311.50
Sieve Analysis (Washed)	Each	\$ 120.00
Sample preparation for the above tests	Each	\$ 55.00
Cylinder Pick Up / Sample Pick Up (not including vehicle charge)	Per Hour	\$ 115.00

MATERIAL TESTER - 2 - Field inspection of soil

Per Hour	\$ 120.00
Per Hour Overtime (before 7am, after 3pm and Saturdays)	\$ 180.00
Per Hour Overtime Sundays and Holidays	\$ 240.00

EQUIPMENT CHARGES

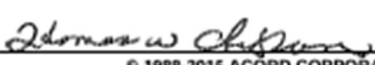
Vehicle Charge - Round Trip	Per Day	\$ 65.00
Nuclear Density Gauge / DCP Equipment	Per Day	\$ 50.00

ENGINEERING SERVICES

Principal Engineer	Per Hour	\$ 185.00
Project Engineer/Manager	Per Hour	\$ 135.00

REMARKS

- 1) All fees and services are provided in accordance with the attached Rubino Engineering, Inc. General Conditions.
- 2) Unit prices/rates are in effect for 6 months from the date of this proposal and are subject to change without notice thereafter if not noted above.
- 3) Overtime rates are applicable for services performed in excess of 8 hours per day Monday through Friday, before 7:00 AM or after 3:00 PM, and for all hours worked on Saturdays, Sundays and holidays. The overtime rate is 1.5 times the applicable hourly rate. Sundays and holidays are double time.
- 4) All rates are billed on a portal-to-portal basis.
- 5) Standby time due to delays beyond our control will be charged at the applicable hourly rate.
- 6) Transportation and per diem are charged at the applicable rates per trip.
- 7) Rates involving mileage (including transportation, mobilization, vehicle and trip charges) are subject to change based upon increases in the national average gasoline price.
- 8) A minimum charge of 4 hours applies to field testing and observation services up to 4 hours. Over 4 hours a minimum of 8 hours applies. Time calculated portal to portal and includes equipment loading, travel, and report preparation.
- 9) Scheduling or cancellation of field testing and observation services is required no less than the working day prior to the date the services are to be performed. Services cancelled without advance and/or inadequate notice will be assessed a minimum 4-hour charge.
- 10) For all Rubino Engineering, Inc. services, a project management/engineering review charge will be billed for all reports issued for the scheduling/supervision of personnel and the evaluation/review of data and reports.
- 11) The minimum billing increment for time is a half hour.
- 12) A project set-up charge of a minimum of two hours applies to all projects.
- 13) Professional Services rates are exclusive of expert deposition or testimony time.
- 14) This proposal is based on Rubino Engineering, Inc. being scheduled on an on-call basis and letters of certification will not be provided unless Rubino Engineering, Inc. is notified in advance and Rubino Engineering, Inc. is scheduled for full time inspection and testing of the area or item to be certified.
- 15) If special inspections are required by the city where the construction is to take place, it must be brought to the attention of Rubino Engineering, Inc. prior to the start of construction as additional charges will apply.
- 16) Prevailing wage fees are subject to change based on the Illinois Department of Labor.
- 17) Services and fees not listed on this schedule may be quoted on request.

Client#: 1171577		RUBINENG		DATE (MM/DD/YYYY) 9/06/2024			
ACORD™ CERTIFICATE OF LIABILITY INSURANCE							
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER USI Ins Svcs LLC Euclid-Prof 2021 Spring Road, Suite 100 Oak Brook, IL 60523 312 442-7200			CONTACT NAME: Laurie Cloninger PHONE (A/C, Mo, Ext): 630 625-5219 FAX (A/C, Mo): 610 537-4939 E-MAIL ADDRESS: AEcertificates@usi.com				
INSURED Rubino Engineering, Inc. 425 Shepard Dr Elgin, IL 60123			INSURER(S) AFFORDING COVERAGE		NAIC #		
			INSURER A: RLJ Insurance Company		13056		
			INSURER B: Pacific Insurance Company, Limited		10046		
			INSURER C:				
			INSURER D:				
			INSURER E:				
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:							
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR INSD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:			PSB0003777	09/01/2024	09/01/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPROP AGG \$2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PSA0001881	09/01/2024	09/01/2025	COMBINED SINGLE LIMIT (Per accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED: \$ RETENTION \$			PSE0002142	09/01/2024	09/01/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N Y N/A	PSW0002789	09/01/2024	09/01/2025	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liability			83OH056719924	09/01/2024	09/01/2025	\$2,000,000 each claim / \$4,000,000 annual aggr.
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Professional Liability is written on a 'claims made' policy form. Some or all officers are excluded from Workers Compensation coverage.							
CERTIFICATE HOLDER Rubino Engineering, Inc. 425 Shepard Dr. Elgin, IL 60123				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 			

ACORD 25 (2016/03) 1 of 1
#S46128240/M46082929

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DBDZP

GENERAL CONDITIONS

1. PARTIES AND SCOPE OF SERVICES: Rubino Engineering, Inc. shall include said company or its particular division, subsidiary or affiliate performing the services. "Services" means the specific geotechnical, analytical, testing or other service to be performed by Rubino Engineering, Inc. as set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. Additional services ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the services to be done by Rubino Engineering, Inc. If Client is ordering the services on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said services. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the services ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of Rubino Engineering, Inc.'s services. Rubino Engineering, Inc. shall have no duty or obligation to any third party greater than that set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. The ordering of services from Rubino Engineering, Inc., or the reliance on any of Rubino Engineering, Inc.'s work, shall constitute acceptance of the terms of Rubino Engineering, Inc.'s proposal and these General Conditions, regardless of the terms of any subsequently issued document.

2. TESTS AND INSPECTIONS: Client shall cause all tests and inspection of the site, materials and work performed by Rubino Engineering, Inc. or others to be timely and properly performed in accordance with the plans, specifications and contract documents and Rubino Engineering, Inc.'s recommendations. No claims for loss, damage or injury shall be brought against Rubino Engineering, Inc. by Client or any third party unless all tests and inspections have been so performed and unless Rubino Engineering, Inc.'s recommendations have been followed. Client agrees to indemnify, defend and hold Rubino Engineering, Inc., its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or Rubino Engineering, Inc.'s recommendations are not so followed except to the extent that such failure is the result of the negligence, willful or wanton act of omission of Rubino Engineering, Inc., its officers, agents or employees, subject to the limitation contained in paragraph 9.

3. SCHEDULING OF SERVICES: The services set forth in Rubino Engineering, Inc.'s proposal and Client's acceptance will be accomplished in a timely, workmanlike and professional manner by RUBINO ENGINEERING, INC. personnel at the prices quoted. If Rubino Engineering, Inc. is required to delay commencement of the services or if, upon embarking upon its services, Rubino Engineering, Inc. is required to stop or interrupt the progress of its services as a result of changes in the scope of the services requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of Rubino Engineering, Inc., additional charges will be applicable and payable by Client.

4. ACCESS TO SITE: Client will arrange and provide such access to the site as is necessary for Rubino Engineering, Inc. to perform the services. Rubino Engineering, Inc. shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its services or the use of its equipment; however, Rubino Engineering, Inc. has not included in its fee the cost of restoration of damage which may occur. If Client desires or requires Rubino Engineering, Inc. to restore the site to its former condition, upon written request Rubino Engineering, Inc. will perform such additional services as is necessary to do so and Client agrees to pay Rubino Engineering, Inc. for the cost.

5. CLIENT'S DUTY TO NOTIFY ENGINEER: Client represents and warrants that it has advised Rubino Engineering, Inc. of any known or suspected hazardous materials, utility lines and pollutants at any site at which Rubino Engineering, Inc. is to perform services hereunder, and unless Rubino Engineering, Inc. has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits. Rubino Engineering, Inc. may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof. Client agrees to defend, indemnify and save Rubino Engineering, Inc. harmless from all claims, suits, losses costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to Rubino Engineering, Inc.'s performance of its work and resulting to or caused by contact with subsurface of latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to Rubino Engineering, Inc. by Client and/or by any of Client's subcontractors or sub consultants

6. RESPONSIBILITY: Rubino Engineering, Inc.'s services shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. Rubino Engineering, Inc. shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. Rubino Engineering, Inc.'s services or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Rubino Engineering, Inc. has no right or duty to stop the contractor's work.

7. SAMPLE DISPOSAL: Unless otherwise agreed in writing, test specimens or samples will be disposed immediately upon completion of the test. All drilling samples or specimens will be disposed sixty (60) days after submission of Rubino Engineering, Inc.'s report.

8. PAYMENT: Client shall be invoiced once each month for services performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing with said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay Rubino Engineering, Inc.'s cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. Rubino Engineering, Inc. shall not be bound by any provision or agreement requiring or providing for arbitration or disputes or controversies arising out of this agreement, any provision wherein Rubino Engineering, Inc. waives any rights to a mechanics' lien, or any provision conditioning Rubino Engineering, Inc.'s right to receive payment for its services upon payment to Client by any third party. These General Conditions are notice, where required, that Rubino Engineering, Inc. shall file a lien whenever necessary to collect past due amounts. Release of such lien shall be given only when payment in full has been received for services duly rendered. Failure to make payment within thirty (30) days of invoice shall constitute a release of Rubino Engineering, Inc. from any and all claims which Client may have, whether in tort, contract or otherwise and whether known or unknown at the time.

9. STANDARD OF CARE: RUBINO ENGINEERING, INC.'S SERVICES WILL BE PERFORMED, ITS FINDINGS OBTAINED AND ITS REPORTS PREPARED IN ACCORDANCE WITH ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, THESE GENERAL CONDITIONS AND WITH GENERALLY ACCEPTED PRINCIPLES AND PRACTICES. IN PERFORMING ITS PROFESSIONAL SERVICES, RUBINO ENGINEERING, INC. WILL USE THAT DEGREE OF CARE AND SKILL ORDINARILY EXERCISED UNDER SIMILAR CIRCUMSTANCES BY MEMBERS OF ITS PROFESSION. RUBINO ENGINEERING, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, IN CONNECTION WITH ITS SERVICES PROVIDED AS SET FORTH IN ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, AND THESE GENERAL CONDITIONS. STATEMENTS MADE IN RUBINO ENGINEERING, INC. REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OF FACT.

SHOULD RUBINO ENGINEERING, INC. OR ANY OF ITS PROFESSIONAL EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESSED OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON RUBINO ENGINEERING, INC.'S WORK, AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF RUBINO ENGINEERING, INC., ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$10,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO RUBINO ENGINEERING, INC. FOR ITS WORK PERFORMED WITH RESPECT TO THE PROJECT, WHICHEVER AMOUNT IS GREATER.

NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT OR OTHERWISE, MAY BE BROUGHT AGAINST RUBINO ENGINEERING, INC., ARISING FROM OR RELATED TO RUBINO ENGINEERING, INC.'S WORK, MORE THAN TWO (2) YEARS AFTER THE CESSATION OF RUBINO ENGINEERING, INC.'S WORK HEREUNDER.

10. INDEMNITY: To the fullest extent permitted by law, Client and Rubino Engineering, Inc. each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, subcontractors, or subconsultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and Rubino Engineering, Inc., they shall be borne by each party in proportion to its negligence.

11. TERMINATION: This Agreement may be terminated by either party upon seven (7) days' prior written notice. In the event of termination, Rubino Engineering, Inc. shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses and for the completion of such services and records as are necessary to place Rubino Engineering, Inc.'s files in order and/or protect its professional reputation. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Rubino Engineering Inc. has been paid in full all amounts due for services, expenses and other related changes.

12. DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and Rubino Engineering, Inc. agree to attempt to resolve such disputes in the following manner: 1) The parties agree to attempt to resolve any and all unsettled claims, counterclaims, disputes and other matters in question through direct negotiations between the appropriate representatives of each party; 2) If such negotiations are not fully successful, the parties agree to submit any and all remaining unsettled claims, counterclaims, disputes and other matters in question to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this Agreement.

13. WITNESS FEES: Rubino Engineering, Inc.'s employees shall not be retained as expert witnesses except by separate written agreement. Client agrees to pay Rubino Engineering, Inc.'s legal expenses, administrative costs and fees pursuant to Rubino Engineering, Inc.'s then current fee schedule for Rubino Engineering, Inc. to respond to any subpoena.

14. NO HIRE: Client agrees not to hire Rubino Engineering, Inc.'s employees except through Rubino Engineering, Inc. In the event Client hires a Rubino Engineering, Inc. employee, Client shall pay Rubino Engineering, Inc. an amount equal to one-half of the employee's annualized salary, with Rubino Engineering, Inc. waiving other remedies it may have.

15. HAZARDOUS MATERIALS: Nothing contained within this agreement shall be construed or interpreted as requiring Rubino Engineering, Inc. to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA, CERCLA, or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client assumes full responsibility for compliance with the provisions of RCRA, CERCLA, and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.

16. PROVISIONS SEVERABLE: The parties have entered into this agreement in good faith and it is the specific intent of the parties that the terms of the General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.

17. ENTIRE AGREEMENT: This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.



Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	A Resolution approving a Construction Engineering Agreement for East Receiving Station Reservoir Improvement by and Between the City of Crest Hill, Will County, Illinois and Strand Associates, Inc. for an amount of \$179,500.00.

Summary:

As discussed at the October 27th workshop meeting, the construction of the new 2.5 MG Ground Storage Tank required for the switch to the new water supply provided by the Grand Prairie Water Commission did not make the 2026 IEPA intended funding list. In order to keep our current schedule, the city would like to apply for IEPA bypass funding.

To have construction engineering services included as a qualifying expense of the loan we need to submit an executed construction engineering agreement with our request for bypass funding.

Attached is a draft agreement for construction engineering services related to the construction of the East 2.5 MG Ground Reservoir.

Strand Associates, Inc. has been requested by staff to perform part-time construction inspection on this improvement. Some of the tasks they will be performing are documentation of work completed, reviewing and approving shop drawing, reviewing contractor pay requests, attendance at field meetings and preparing minutes of these minutes, coordinate the project with the owner and businesses of the shopping center and performing inspection for compliance to ensure project is built according to the approved plans.

Recommended Council Action:

A Resolution approving a Construction Engineering Agreement for East Receiving Station Reservoir Improvement by and Between the City of Crest Hill, Will County, Illinois and Strand Associates, Inc. for an amount of \$179,500.00

Financial Impact:

Funding Source: Water Fund

Budgeted Amount: Will be Included in the 2027 budget.
Cost: \$179,500.00

Attachments:

Resolution-CE Services 2.5 MGD Ground Tank

Exhibit A-3894.079 (Final Copy_092225).pdf

RESOLUTION NO. _____

**A RESOLUTION APPROVING A CONSTRUCTION ENGINEERING AGREEMENT
FOR EAST RECEIVING STATION RESERVOIR IMPROVEMENT BY AND
BETWEEN THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AND STRAND
ASSOCIATES, INC. FOR AN AMOUNT OF \$179,500.00**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, Strand Associates, Inc. (the "COMPANY"), is an entity that is in the business of providing Professional Services, for the East Receiving Station Reservoir Improvement (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an AGREEMENT FOR East Receiving Station Reservoir Improvement (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$179,500.00 are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and

substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 3rd DAY NOVEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke				
Alderman Angelo Deserio				
Alderwoman Claudia Gazal				
Alderman Darrell Jefferson				
Alderperson Tina Oberlin				
Alderman Mark Cipiti				
Alderman Nate Albert				
Alderman Joe Kubal				
Mayor Raymond R. Soliman				

APPROVED THIS 3RD DAY OF NOVEMBER 2025.

Raymon R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A



FINAL COPY

Strand Associates
 1170 South Houbolt Road
 Joliet, IL 60431
 (P) 815.744.4200
 www.strand.com

Item 6 F.

September 22, 2025

City of Crest Hill
 20600 City Center Boulevard
 Crest Hill, IL 60403

Attention: Honorable Mayor Raymond R. Soliman

Re: Agreement for Construction-Related Services for the East Receiving Station Reservoir

This is an Agreement between the City of Crest Hill, Illinois, hereinafter referred to as OWNER, and Strand Associates, Inc.[®], hereinafter referred to as ENGINEER, to provide Construction-Related engineering services (Services) for the East Receiving Station Reservoir project previously designed by ENGINEER. This Agreement shall be in accordance with the following elements.

Scope of Services

ENGINEER will provide the following Services to OWNER.

Construction-Related Services

It is anticipated that active construction will last for approximately ten months and that ENGINEER's professional services will be provided for up to 18 months.

1. Review contractor's initial schedule of values and list of subcontractors and suppliers.
2. Attend one preconstruction conference with contractor and OWNER. Prepare minutes and distribute to attendees.
3. Attend up to eight virtual progress meetings when no construction activity is occurring. Prepare minutes for each meeting and distribute to attendees.
4. Review contractor's schedule each month for up to 18 months.
5. Review and respond to up to 35 contractor requests for information.
6. Prepare up to 25 cost proposal requests, field orders, work change directives, and change orders and provide to OWNER and contractor for potential changes in scope of work, if appropriate. Review contractor-provided responses to cost proposal requests, field orders, and work change directives, and provide comments, as appropriate. Discuss responses with OWNER and provide change orders to OWNER for approval.
7. Review up to three iterations of shop drawing submittals and one iteration of the manufacturer-provided operation and maintenance submittals. Additional reviews shall be considered additional Services.
8. Assist OWNER in preparing monthly Illinois Environmental Protection Agency (IEPA) requests for loan disbursement during construction. Submit the monthly requests to OWNER and IEPA for IEPA loan disbursement electronically.
9. Assist with questions from the resident project representative (RPR).

RES:mro:dfc\R:\JOL\Documents\Agreements\C\Crest Hill, IL\E-W RecvgStaCnst.2025\Agr3894.079.docx

RPR Services

1. Provide RPR for up to 600 hours of part-time observation of construction comprising up to 15 hours per week throughout the ten-month construction period.
2. Review construction progress schedules, schedule of shop drawing submittals, and schedule of values prepared by the contractor and discuss monthly with the project manager.
3. Attend the preconstruction conference and up to ten construction progress meetings.
4. Observe specified tests, equipment, and system start-ups associated with the project.
5. Consider, review, and report contractor's requests for clarifications or modifications, as appropriate.
6. Review monthly pay request items from contractor.

Contract Closeout and Record Drawings

1. Conduct one final completion review with OWNER and contractor. Prepare a list of items to be completed or corrected.
2. Prepare final disbursement and closeout paperwork for the IEPA low interest loan..
3. Prepare record drawings based on contractor's markup drawings. ENGINEER is providing drafting Services only for record drawings based on the records presented to ENGINEER by contractor and OWNER. Record drawings from contractor presented as marked up portable document format (PDF) files will be left as such and will not be converted into AutoCAD form. ENGINEER will not be liable for the accuracy of the record drawing information provided by contractor and OWNER.
4. Provide a flash drive containing the following:
 - a. Manufacturer's O&M manuals.
 - b. Manufacturer's warranties.
 - c. Final shop drawings.
 - d. Technical specifications.

Service Elements Not Included

The following services are not included in this Agreement. If such services are required, they will be provided through an amendment to this Agreement or through a separate agreement with OWNER.

1. Additional and Extended Services during construction made necessary by:
 - a. Work damaged by fire or other cause during construction.
 - b. A significant amount of defective or neglected work of any contractor.
 - c. Prolongation of the time of the construction contract.
 - d. Default by contractor under the construction contract.
2. Additional Site Visits and/or Meetings: Additional OWNER-required site visits or meetings.
3. Archaeological or Botanical Investigations: ENGINEER will assist OWNER in engaging the services of an archaeologist or botanist, if required, to perform the field investigations necessary for agency review.
4. Bidding--Related Services: Any services involved in performing bidding-related services.

5. Drawings and Specifications: Final design services including drawings and specifications.
6. Geotechnical Engineering: Geotechnical engineering information will be required and provided through OWNER and OWNER's geotechnical consultant. ENGINEER will assist OWNER with defining initial scope of geotechnical information that is required to allow OWNER to procure geotechnical engineering services.
7. Preparation for and/or Appearance in Litigation on Behalf of OWNER: Any services related to litigation.
8. Review of Product Substitutions Proposed by Contractor: The terms of the construction Contract call for the construction contractor to reimburse OWNER for ENGINEER's cost for evaluating substitute products. ENGINEER's cost for such evaluations is not included.
9. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed.
10. Services Furnished During Readvertisement for Bids, if Ordered by OWNER: If a Contract is not awarded pursuant to the original bids.
11. Services Related to Buried Wastes and Contamination: Should buried solid, liquid, or potentially hazardous wastes or subsurface or soil contamination be uncovered at the site, follow-up investigations may be required to identify the nature and extent of such wastes or subsurface soil or groundwater contamination and to determine appropriate methods for managing of such wastes or contamination and for follow-up monitoring.
12. Unsolicited Media: Any services that include the review or analysis of unsolicited media including, but not limited to, photographs, videos, and drone footage provided by OWNER or contractors unless specifically requested and agreed to in writing. ENGINEER's use of electronic construction administration programs (e.g., e-builder, Newforma) is limited to the Scope of Services defined in this Agreement. ENGINEER is not responsible for the review of unsolicited media uploaded to these programs unless specifically requested and agreed to in writing.

Compensation

OWNER shall compensate ENGINEER for Services under this Agreement on an hourly rate basis plus expenses an estimated fee not to exceed \$179,500. Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost plus ten percent.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fee that reflects any wage scale adjustments made.

The estimated fee will not be exceeded without prior notice to and agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on ENGINEER's increase or decrease in costs caused by delays, extensions, amendments, or changes.

Schedule

Services will begin upon execution of this Agreement, which is anticipated the week of March 30, 2026. Services are scheduled for completion on November 1, 2027.

Standard of Care

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's Services.

OWNER's Responsibilities

1. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to this project including previous reports, previous drawings and specifications, and any other data relative to the scope of this project.
2. Furnish to ENGINEER, as required by ENGINEER for performance of Services as part of this Agreement, data prepared by or services of others obtained or prepared by OWNER relative to the scope of this project, such as soil borings, probings and subsurface explorations, and laboratory tests and inspections of samples, all of which ENGINEER may rely upon in performing Services under this Agreement.
3. Provide access to and make all provisions for ENGINEER to enter upon public and private lands as required for ENGINEER to perform Services under this Agreement.
4. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by ENGINEER and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the performance of ENGINEER.
5. Provide all legal services as may be required for the development of this project.
6. Retain the services of a soils consultant to provide any necessary geotechnical evaluation and recommendations. OWNER's soils consultant shall provide all necessary geotechnical testing during construction. OWNER's soils consultant shall notify OWNER and ENGINEER of any geotechnical testing indicating any materials that are not in accordance with the Contract Documents (nonconforming materials) and if any nonconforming materials have been incorporated into the work.
7. Pay all permit and plan review fees payable to regulatory agencies.

Observation Services

In furnishing observation services, ENGINEER's efforts will be directed toward determining for OWNER that the completed project will, in general, conform to the Contract Documents; but ENGINEER will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.

Payment Requests

ENGINEER's review of Payment Requests from contractor(s) will not impose responsibility to determine that title to any of the work has passed to OWNER free and clear of any liens, claims, or other encumbrances. Any such service by ENGINEER will be provided through an amendment to this Agreement.

Changes

1. OWNER may make changes within the general scope of this Agreement in the Services to be performed. If such changes cause an increase or decrease in ENGINEER's cost or time required for performance of any Services under this Agreement, an equitable adjustment will be made and this Agreement will be modified in writing accordingly.
2. No services for which additional compensation will be charged by ENGINEER will be furnished without the written authorization of OWNER. The fee established herein will not be exceeded without agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**.
3. If there is a modification of Agency requirements relating to the Services to be performed under this Agreement subsequent to the date of execution of this Agreement, the increased or decreased cost of performance of the Services provided for in this Agreement will be reflected in an appropriate modification of this Agreement.

Extension of Services

This Agreement may be extended for additional Services upon OWNER's authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Payment

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Failure to make payments to ENGINEER is cause for termination upon two-week notice to OWNER.

Termination

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

Data Provided by Others

ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

Third-Party Beneficiaries

Nothing contained in this Agreement creates a contractual relationship with or a cause of action in favor of a third party against either OWNER or ENGINEER. ENGINEER's Services under this Agreement are being performed solely for OWNER's benefit, and no other party or entity shall have any claim against ENGINEER because of this Agreement or the performance or nonperformance of Services hereunder. OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this project to carry out the intent of this provision.

Dispute Resolution

Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes, and other matters in question between OWNER and ENGINEER arising out of or relating to this Agreement or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within the State of Illinois.

Remedies

Neither ENGINEER nor OWNER shall be liable to the other for special, indirect, punitive, or consequential damages for claims, disputes, or other matters in question arising out of this or relating to this Agreement. This mutual waiver is applicable, without limitation, due to either party's termination of this Agreement.

Terms and Conditions

The terms and conditions of this Agreement will apply to the Services defined in the **Scope of Services** and represent the entire Agreement and supersede any prior proposals, Requests for Qualifications, or Agreements. OWNER-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

Audit and Access to Records

Books, records, documents and other evidence directly pertinent to performance of PWSLP/Water Pollution Control Loan Program loan work under this Agreement shall be maintained in accordance with generally accepted accounting principles. The Agency or any of its authorized representatives shall have access to the books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities shall be provided for access and inspection.

Audits conducted pursuant to this provision shall be in accordance with auditing standards generally accepted in the United States of America.

All information and reports resulting from access to records pursuant to the above shall be disclosed to the Agency. The auditing agency shall afford ENGINEER an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report.

The final audit report shall include the written comments, if any, of the audited parties.

Records shall be maintained and made available during performance of project services under this Agreement and for three years after the final loan closing. In addition, those records that relate to any dispute pursuant to the Loan Rules Section 365.650 or Section 662.650 (Disputes) or litigation or the settlement of claims arising out of project performance or costs or items to which an audit exception has been taken, shall be maintained and made available for three years after the resolution of the appeal, litigation, claim or exception.

Covenant Against Contingent Fees

ENGINEER warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the loan recipient shall have the right to annul this Agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

Certification Regarding Debarment, Suspension and Other Responsibility Matters

The prospective participant certifies to the best of its knowledge and belief that it and its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default. I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in fine of up to \$10,000 or imprisonment for up to five years, or both.

United States Environmental Protection Agency (USEPA) Nondiscrimination Clause

ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of this Agreement. ENGINEER shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of agreements awarded under USEPA financial assistance agreements. Failure by ENGINEER to carry out these requirements is a material breach of this Agreement which may result in the termination of this Agreement or other legally available remedies.

USEPA Fair Share Percentage Clause

ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with the PWSLP rules. As required by the award conditions of USEPA's Assistance Agreement with IEPA, ENGINEER acknowledges that the fair share percentages are five percent for Minority Business Enterprises and 12 percent for Women's Business Enterprises.

Utilization of Women and Minority Businesses

ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of these services. ENGINEER will carry out applicable requirements of 40 CFR Part 33 in the award and administration of services awarded under EPA financial assistance agreements. Failure by ENGINEER to carry out these requirements is a material breach of this agreement which may result in the termination or legally available remedies.

ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction, and services in accordance with the Clean Water Loan Program rules. As required by the award conditions of the USEPA's Assistance Agreement with IEPA, ENGINEER acknowledges that the fair share percentages are five percent for Minority Business Enterprises and 12 percent for Women's Business Enterprises.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement.

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

CITY OF CREST HILL, ILLINOIS

Joseph M. Bunker
Corporate Secretary

Date

Raymond R. Soliman
Mayor

Date

NOT FOR
SIGNATURE



Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	Resolution approving an Agreement for Chemical Feed System Upgrades by and Between the City of Crest Hill, Will County, Illinois and Strand Associates for an amount of \$33,900.00.

Summary:

As discussed at the October 27th workshop meeting, Strand & Associates is being requested by staff to perform construction inspection on this improvement. Some of the items they will be doing will be documenting the work that is being completed according to the plans, reviewing shop drawing, addressing contractor questions to plans, pay requests review, attendance at field meetings, perform inspection for compliance with bid and contract documents and material testing.

Strand will provide a resident project representative full-time observation of construction for a period of 16 weeks up to 45 hours per week.

Recommended Council Action:

Resolution approving an Agreement for Phase 1-CIPP Water Main Rehabilitation by and Between the City of Crest Hill, Will County, Illinois and Strand Associates for an amount of \$33,900.00.

Financial Impact:

Funding Source: Water Fund

Budgeted Amount: \$3,602,608.40

Cost: 33,900.00

Total 2026 budget amount obligated to the water fund to date including this work: \$3,501,183.40

Attachments:

Resolution-CE Services Chemical Feed System Upgrades.

Chemical Feed CE-3894.079.NSF to Owner

RESOLUTION NO. _____

**A RESOLUTION APPROVING A CONSTRUCTION ENGINEERING AGREEMENT
FOR CHEMICAL FEED SYSTEM UPGRADES IMPROVEMENT BY AND BETWEEN
THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AND STRAND ASSOCIATES
FOR AN AMOUNT OF \$33,900.00**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREASECS Strand Associates. (the "COMPANY"), is an entity that is in the business of providing Professional Services, for the Chemical Feed System Upgrades Improvement (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an AGREEMENT FOR Chemical Feed System Upgrades Improvement (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$33,900.00 are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance.

Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 3RD DAY NOVEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 3RD DAY OF NOVEMBER 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A



NFS TO OWNER

Strand Associate Item 6 G.
1170 South Houbolt Road
Joliet, IL 60431
(P) 815.744.4200
www.strand.com

October 2, 2025

City of Crest Hill
20600 City Center Boulevard
Crest Hill, IL 60403

Attention: Honorable Raymond Soliman, Mayor

Re: Agreement for Construction-Related Services for the Chemical Feed System Upgrades

This is an Agreement between the City of Crest Hill, Illinois, hereinafter referred to as OWNER, and Strand Associates, Inc.[®], hereinafter referred to as ENGINEER, to provide Construction-Related engineering services (Services) for the Chemical Feed System Upgrades project previously designed by ENGINEER. This Agreement shall be in accordance with the following elements.

Scope of Services

ENGINEER will provide the following Services to OWNER.

1. Review and respond to up to ten contractor requests for information.
2. Review up to three iterations of shop drawing submittals and one iteration of the manufacturer-provided operation and maintenance submittals. Additional reviews shall be considered additional Services.
3. Provide a resident project representative for part-time observation of construction for up to 80 hours, which includes 16 round trips to the sites. This anticipates eight weeks of active construction. In furnishing observation services, ENGINEER's efforts will be directed toward determining for OWNER that the completed project will, in general, conform to the Contract Documents; but ENGINEER will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.

Service Elements Not Included

The following services are not included in this Agreement. If such services are required, they will be provided through an amendment to this Agreement or through a separate agreement.

1. Additional and Extended Services during construction made necessary by:
 - a. Work damaged by fire or other cause during construction.
 - b. A significant amount of defective or neglected work of any contractor.
 - c. Prolongation of the time of the construction contract.
 - d. Default by contractor under the construction contract.
2. Additional Site Visits and/or Meetings: Additional OWNER-required site visits or meetings.

KAR:\dfe\R\JOL\Documents\Agreements\C\Crest Hill, IL\ChemFeedSysUpgrdsCnst.2025\Agr\3894.079.docx

City of Crest Hill, Illinois
Page 2
October 2, 2025

3. Bidding-Related Services: Any services involved in performing bidding-related services.
4. Drawings and Specifications: Design services including drawings and specifications.
5. Preparation for and/or Appearance in Litigation on Behalf of OWNER: Any services related to litigation.
6. Review of Product Substitutions Proposed by Contractor: The terms of the construction Contract call for the construction contractor to reimburse OWNER for ENGINEER's cost for evaluating substitute products. ENGINEER's cost for such evaluations is not included.
7. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed.
8. Services Related to Buried Wastes and Contamination: Should buried solid, liquid, or potentially hazardous wastes or subsurface or soil contamination be uncovered at the site, follow-up investigations may be required to identify the nature and extent of such wastes or subsurface soil or groundwater contamination and to determine appropriate methods for managing of such wastes or contamination and for follow-up monitoring.
9. Unsolicited Media: Any services that include the review or analysis of unsolicited media including, but not limited to, photographs, videos, and drone footage provided by OWNER or contractors unless specifically requested and agreed to in writing. ENGINEER's use of electronic construction administration programs (e.g., e-builder, Newforma) is limited to the Scope of Services defined in this Agreement. ENGINEER is not responsible for the review of unsolicited media uploaded to these programs unless specifically requested and agreed to in writing.

Compensation

OWNER shall compensate ENGINEER for Services under this Agreement on an hourly rate basis plus expenses an estimated fee not to exceed \$33,900.

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost plus ten percent.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fee that reflects any wage scale adjustments made.

The estimated fee will not be exceeded without prior notice to and agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on ENGINEER's increase or decrease in costs caused by delays, extensions, amendments, or changes.

City of Crest Hill, Illinois
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October 2, 2025

Schedule

Services will begin upon execution of this Agreement, which is anticipated the week of October 6, 2025. Services are scheduled for completion on March 31, 2026.

Standard of Care

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's Services.

OWNER's Responsibilities

1. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to this project including previous reports, previous drawings and specifications, and any other data relative to the scope of this project.
2. Furnish to ENGINEER, as required by ENGINEER for performance of Services as part of this Agreement, data prepared by or services of others obtained or prepared by OWNER relative to the scope of this project, such as soil borings, probings and subsurface explorations, and laboratory tests and inspections of samples, all of which ENGINEER may rely upon in performing Services under this Agreement.
3. Provide access to and make all provisions for ENGINEER to enter upon public and private lands as required for ENGINEER to perform Services under this Agreement.
4. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by ENGINEER and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the performance of ENGINEER.
5. Provide all legal services as may be required for the development of this project.
6. Retain the services of a soils consultant to provide any necessary geotechnical evaluation and recommendations. OWNER's soils consultant shall provide all necessary geotechnical testing during construction. OWNER's soils consultant shall notify OWNER and ENGINEER of any geotechnical testing indicating any materials that are not in accordance with the Contract Documents (nonconforming materials) and if any nonconforming materials have been incorporated into the work.
7. Provide the front end documents that require the contractor to name ENGINEER as an additional insured on contractor's General Liability and Automobile Liability insurance policies and to indemnify ENGINEER to the same extent that the contractor insures and indemnifies OWNER.
8. Pay all permit and plan review fees payable to regulatory agencies.

Changes

1. OWNER may make changes within the general scope of this Agreement in the Services to be performed. If such changes cause an increase or decrease in ENGINEER's cost or time required for performance of any Services under this Agreement, an equitable adjustment will be made and this Agreement will be modified in writing accordingly.

City of Crest Hill, Illinois
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October 2, 2025

2. No services for which additional compensation will be charged by ENGINEER will be furnished without the written authorization of OWNER. The fee established herein will not be exceeded without agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**.
3. If there is a modification of Agency requirements relating to the Services to be performed under this Agreement subsequent to the date of execution of this Agreement, the increased or decreased cost of performance of the Services provided for in this Agreement will be reflected in an appropriate modification of this Agreement.

Extension of Services

This Agreement may be extended for additional Services upon OWNER's authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Payment

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Failure to make payments to ENGINEER is cause for termination upon two-week notice to OWNER.

Termination

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

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ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

Third-Party Beneficiaries

Nothing contained in this Agreement creates a contractual relationship with or a cause of action in favor of a third party against either OWNER or ENGINEER. ENGINEER's Services under this Agreement are

City of Crest Hill, Illinois
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October 2, 2025

being performed solely for OWNER's benefit, and no other party or entity shall have any claim against ENGINEER because of this Agreement or the performance or nonperformance of Services hereunder. OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this project to carry out the intent of this provision.

Dispute Resolution

Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes, and other matters in question between OWNER and ENGINEER arising out of or relating to this Agreement or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within the State of Illinois.

Remedies

Neither ENGINEER nor OWNER shall be liable to the other for special, indirect, punitive, or consequential damages for claims, disputes, or other matters in question arising out of this or relating to this Agreement. This mutual waiver is applicable, without limitation, due to either party's termination of this Agreement.

Terms and Conditions

The terms and conditions of this Agreement will apply to the Services defined in the **Scope of Services** and represent the entire Agreement and supersede any prior proposals, Requests for Qualifications, or Agreements. OWNER-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement.

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

CITY OF CREST HILL, ILLINOIS

Joseph M. Bunker
Corporate Secretary

Date

Honorable Raymond R. Soliman
Mayor

Date



Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	WCGL Holiday Reception 2025

Summary: In the past, the City paid for the elected officials to attend the WCGL Holiday party and if they wish to bring a guest it is the responsibility of the elected official to reimburse the City for their attendance. Registration opens on 11/13.

Learning from the recent IML conference registration, if this item gets approved every elected official agrees to the following:

- The City will ONLY pay for elected officials to attend, any guests will be paid for by the elected.
- All registrations will be done through Marybel.
- Once an elected official tells Marybel to register via email, the elected official is obligated to either attend or reimburse the City if they choose to not attend for any reason other than, they are sick or an emergency.

Recommended Council Action: Approve the WCGL Holiday Reception 2025 for elected officials to attend with the above registration and attendance guidelines.

Financial Impact: Depends on attendance.

Funding Source: General Fund

Budgeted Amount: \$1,000

Cost: Not yet known.

Attachment: Save the date flyer.

DO NOT REPLY TO THIS E-MAIL - RSVP THROUGH LINK BELOW



SAVE-THE-DATE

2025 WCGL Holiday Reception

Thursday, December 11th
Patrick Haley Mansion

17 S. Center Street, Joliet

5:00 pm - 9:00 pm

Registration opens Thursday, November 13th
(registration reminder will be sent to your e-mail)



Agenda Memo

Crest Hill, IL

Meeting Date:	11-03-25
Submitter:	Edward Clark
Department:	Police Department
Agenda Item:	Ordinance Authorizing the sale and /or disposal of certain personal property that is no longer necessary or useful for the City's public purposes.

Summary: Mayor and Council,

I am formally requesting approval to surplus 36 Glock pistols that are no longer needed due to the purchase and integration of the new Glock MOS-45 pistols over the past year. The estimated surplus value totals \$8,710 for the firearms and \$2,500 for associated ammunition.

Please review the attached exhibit and ordinance authorizing this surplus. This matter was presented to the City Council in 2024, and with the full integration of the new MOS-45 pistols and red dot sighting system, this represents the final step in the transition. The amount for the property will be reflected as a credit from our equipment and uniform vendor, Ray Oherron. Please see attached ordinance and corresponding list.

Please let me know if you have any questions.

Chief Ed Clark

Recommended Council Action: Approval of Ordinance Authorizing the sale and or disposal of certain personal property that is no longer necessary or useful for the City's public purposes.

Financial Impact: \$11,210 Credit

Funding Source:

Budgeted Amount:

Cost:

Attachments: Ordinance Authorizing surplus and item exhibit.

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING THE SALE AND/OR DISPOSAL OF CERTAIN
PERSONAL PROPERTY THAT IS NO LONGER NECESSARY OR USEFUL FOR THE
CITY'S PUBLIC PURPOSES**

WHEREAS, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, the City of Crest Hill owns certain personal property as set forth in Exhibit A, attached hereto and fully incorporated herein (the "City Property"); and

WHEREAS, a majority of the Corporate Authorities of the City currently holding office hold the opinion that the City Property is no longer necessary or useful for the City's public purposes; and

WHEREAS, a majority of the Corporate Authorities of the City of Crest Hill currently holding office agree that the City's continued ownership of the City Property is not in the best interests of the City or its citizens; and

WHEREAS, Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4) allows the City to sell or otherwise dispose of any unnecessary personal property of the City, such as the City Property under the current circumstances, in any manner that the City Council may designate; and

WHEREAS, Section 11-76-4 of the Illinois Municipal Code further allows the City to authorize any City Officer to sell or otherwise dispose of unnecessary personal property of the City, such as the City Property under the current circumstances; and

WHEREAS, the Mayor and City Council have determined that it is in the best interests of the City and its citizens to authorize and direct the Crest Hill Police Department to sell or otherwise dispose of the City Property as set forth in this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1: The City Council hereby finds that all of the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: The Crest Hill Police Department is hereby authorized and directed to sell or otherwise dispose of the City Property (Exhibit A) in any manner he determines to be necessary, expedient, and in the best interests of the City, with or without public advertisement, and without any requirement that such sale be completed after receiving competitive bids. Further, said officer is authorized and directed to take any and all actions and execute any and all documents necessary for the completion of any such sale or other disposition of the City Property.

SECTION 3: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

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SECTION 4: That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 5: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 6: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

[Intentionally Blank]

PASSED THIS _____ DAY OF _____, 2025,

	Aye	Nay	Absent	Abstain
Alderman Angelo Deserio	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

Exhibit A

	MODEL	CALIBER	TYPE	SERIAL #
Glock	22 GEN4	40 CAL	PISTOL	WXX534
Glock	22 GEN4	40 CAL	PISTOL	WXX518
Glock	22 GEN4	40 CAL	PISTOL	WXX522
Glock	22 GEN4	40 CAL	PISTOL	BGBL501
Glock	22 GEN4	40 CAL	PISTOL	WXX519
Glock	22 GEN4	40 CAL	PISTOL	WXX537
Glock	22 GEN4	40 CAL	PISTOL	WXX530
Glock	22 GEN4	40 CAL	PISTOL	BBTB811
Glock	22 GEN4	40 CAL	PISTOL	WXX531
Glock	22 GEN4	40 CAL	PISTOL	WXX533
Glock	22 GEN4	40 CAL	PISTOL	WXX539
Glock	22 GEN4	40 CAL	PISTOL	WXX523
Glock	22 GEN4	40 CAL	PISTOL	BBTB813
Glock	22 GEN4	40 CAL	PISTOL	WXX532
Glock	22 GEN4	40 CAL	PISTOL	WXX526
Glock	22 GEN4	40 CAL	PISTOL	WXX528
Glock	22 GEN4	40 CAL	PISTOL	WXX320
Glock	22 GEN4	40 CAL	PISTOL	WXX515
Glock	22 GEN4	40 CAL	PISTOL	BGBL500
Glock	22 GEN4	40 CAL	PISTOL	WXX536
Glock	22 GEN4	40 CAL	PISTOL	WXX535
Glock	22 GEN4	40 CAL	PISTOL	WXX517
Glock	22 GEN4	40 CAL	PISTOL	WXX521
Glock	22 GEN4	40 CAL	PISTOL	WXX514

Glock	22 GEN4	40 CAL	PISTOL	BBTB810
Glock	22 GEN4	40 CAL	PISTOL	WXX516
Glock	22 GEN4	40 CAL	PISTOL	WXX525
Glock	22 GEN4	40 CAL	PISTOL	AHAN635
Glock	22 GEN4	40 CAL	PISTOL	WXX538
Glock	22 GEN4	40 CAL	PISTOL	WXX524
Glock	22 GEN4	40 CAL	PISTOL	AHAN636
Glock (no box)	22 GEN4	40 CAL	PISTOL	WXX529
Glock	22 GEN4	40 CAL	PISTOL	XKK996
Glock (no box)	22 GEN4	40 CAL	PISTOL	XKK997
Glock	22 GEN4	40 CAL	PISTOL	XKK995
Glock	22 GEN4	40 CAL	PISTOL	XKK998
Glock	17 GEN3	9X19	PISTOL	HNK945
Ammunition				
CCI/SPEER	40 S+W/180GR			6 CASES (1000) 120 BOXES
CCI/SPEER	40 S+W/165GR			7 CASES (1000) 140 BOXES
HORNADY	40 S+W/174GR			10 CASES (500) 100 BOXES



Regular City Council Meeting Agenda Memo

Crest Hill, IL

Meeting Date: November 3, 2025

Submitter: Daniel Ritter, AICP, Community and Economic Development Director
Atefa Ghaznawi, AICP, LEED AP, City Planner

Department: Community Development

Agenda Item: Approval of an Ordinance granting Variations for the property at 2400 Waterford Drive in Crest Hill, Illinois

Summary:

Ruben and Clara Miranda (the "Applicant"), have requested approval of three (3) Zoning Ordinance Variations for the Property they own at 2400 Waterford Drive (the Subject Property) that would allow (i) increasing the height of a new fence from 4-feet to 6-feet; (ii) decreasing the required setback from 5-feet to 0-foot; and (iii) changing the fence type from open to solid at the corner side yard, for a total length of 88-feet. In general, the requested variations involve existing non-conforming site conditions that if granted, would improve safety, privacy, and visual appearance of the subject property and the neighborhood as a whole; would reduce noise and air pollution associated with the adjacent Gaylord Road; and would enable the homeowner to utilize their outdoor space for personal benefit and enjoyment without interference from/to others.

The Subject Property illustrated below is currently Zoned R-1 Single-Family Residence District.



Plan Commission conducted the required public hearing for this application at their October 9, 2025, meeting and recommended unanimous but conditional approval of the requested variations. A copy of the detailed October 9, 2025, Plan Commission staff report for this request is attached to the draft Ordinance the City Attorney and staff have prepared to memorialize the City Council's potential approval of the Plan Commission recommended variations as Exhibit B. A copy of the draft approval ordinance is included with the agenda backup materials for this item.

At the October 27, 2025 City Council Work Session, the case was presented and a discussion took place about the property condition and proposed enhancements. No alterations were requested to the draft Ordinance that was attached to the packet. As such, the attached Ordinance and Exhibits are the same as the packet presented at the Work Session.

Council Action Requested: Community Development Staff recommends that the City Council approve the Ordinance pertaining to Variations requested for the Property 2400 Waterford Drive, Crest Hill, IL.

Attachments:

- Attachment A - October 9, 2025 Draft Plan Commission Meeting Minutes
- Attachment B - An Ordinance Approving Multiple Variations to the Crest Hill Zoning Ordinance With Respect to Certain Real Property Located at 2400 Waterford Drive in Crest Hill, Illinois – Application of Ruben and Clara Miranda (with associated Exhibits)

MINUTES OF THE CREST HILL PLAN COMMISSION

The October 9, 2025, Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Cheryl Slabozeski, Commissioner Gordon Butler, Commissioner Jeff Peterson, Commissioner John Stanton.

Also present were: Community Development Consultant Ron Mentzer, City Planner Atefa Ghaznawi, City Attorney Mike Stiff, Executive Secretary Samantha Tilley.

Absent were: Commissioner Marty Flynn, Community & Economic Development Director Dan Ritter.

Chairman Thomas excused Commissioner Flynn from tonight's meeting.

Chairman Thomas introduced the new City Planner, Atefa Ghaznawi, and the Community Development Consultant Ron Mentzer.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Plan Commission meeting held on June 12, 2025, for Commission approval.

(#1) Motion by Commissioner Peterson seconded by Commissioner Carroll, to approve the minutes from the Plan Commission meeting held on June 12, 2025.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Stanton.

ABSENT: Commissioner Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number V-25-2-9-1, request of Amazon.com Inc. for the approval of a variation from Section 15.04.040 of the City of Crest Hill Code of Ordinance that would increase the maximum permitted width of a proposed relocated commercial driveway on Lidice Parkway from 30-feet to approximately 71-feet, and a variation from Section 11.6-2 of the Crest Hill Zoning Ordinance that would allow existing required internal parking lot landscape islands to be replaced with pedestrian sidewalk improvements for the 26.63-acre, M-1 Limited Manufacturing District zoned property located at 16825 Churnovic Lane, in Crest Hill.

Chairman Thomas asked if the paperwork was in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number V-25-2-9-1.

(#2) Motion by Commissioner Butler seconded by Commissioner Peterson, to open a public hearing on case number V-25-2-9-1.

On roll call, the vote was:

AYES: Commissioners Butler, Peterson, Stanton, Carroll, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:04 p.m.

Chairman Thomas asked the Community Development Consultant Ron Mentzer to present the specifics on this case.

Consultant Ron Mentzer presented the case. He explained that city staff have been working with Amazon since spring on this proposal. The project has two main goals: minimizing unnecessary truck traffic on public roads located adjacent to the Amazon property by improving internal truck circulation on the site and improving on-site pedestrian safety.

Consultant Mentzer described the property as approximately twenty-seven acres, bounded by Division Street on the north, Lidice Parkway on the south, Churnovic Lane on the west, and Enterprise on the east.

Currently, there is no internal site connection between the truck dock areas on the east and west sides of the building. Amazon proposes connecting these areas with a new driveway along the south side of the building.

To accomplish this, Amazon needs to relocate the existing access drive at the southeast corner of the site, which currently provides truck access to Lidice Parkway. A guard shack controlling access to that side of the building would also be relocated. The existing driveway is eighty feet in width, which is nonconforming with city requirements that limit commercial driveways to thirty feet. Amazon is requesting a variance to rebuild the relocated driveway at 71 feet width, which is narrower than the current 80-foot width but still exceeds the 30-foot requirement.

The second variance involves removing landscaping from internal parking lot islands in the northern parking lot and replacing it with sidewalk improvements to enhance pedestrian access and safety for employees. This would involve removing 35-36 existing trees, but Amazon proposes planting more than one hundred new trees on the site, with many located around the perimeter of the northern parking lot to buffer and soften the view from adjacent roadways and the Carillon Lakes neighborhood.

Consultant Mentzer stated that staff recommend approval of the variations based on findings outlined in the staff report, noting that the City Engineer had no issues with the proposed design.

Chairman Thomas asked the representatives in attendance for Amazon, if they would like to approach the podium and be sworn in.

Andrew Obrzut, representing Amazon, provided additional details. He emphasized that the goal of the project is to improve safety for staff, faculty, and the surrounding community. He described the two improvements:

1. Connecting the east and west truck yards with a southern circulatory drive to keep truck traffic within the facility rather than on exterior roadways, which would mitigate queuing on public roads.
2. Moving to the southeast, access is approximately forty feet to the east to allow trucks to exit safely onto roadways.

Mr. Obrzut also noted that an existing access drive located at the southwest corner of the site would be removed, focusing access on existing drives to the northeast/northwest and southeast.

Regarding the improvement of the northern parking lot, Mr. Obrzut explained that the goal is to improve safety for faculty members as they walk from their vehicles to the building. Currently, people often walk through the parking lot rather than using existing sidewalks and striping. The proposed improvements include new sidewalks in the landscape islands, additional signage, and additional striping to guide people safely to the building.

Chairman Thomas noted that the proposed parking lot modifications would reduce the number of on-site parking spaces but that there would still be more than adequate spaces remaining. Consultant Mentzer confirmed that while there would be a net decrease in parking spaces, the site would still contain more than the minimum number of parking spaces required by the Zoning Ordinance.

Chairman Thomas asked the commissioners if they had any questions.

Commissioner Carroll asked if the guard house was new and it was stated that it was, in the last year.

Chairman Thomas asked if anyone in the audience would like to make a public comment. There were none.

Chairman Thomas asked for a motion to close the public hearing on case number V-25-2-9-1.

(#3) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to close the public hearing on case number V-25-2-9-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Butler, Stanton, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:17 p.m.

Chairman Thomas commented that it was fitting that the meeting was taking place in October, as Amazon had moved into this building in October 2017, eight years ago. He commended Amazon for proposing improvements that would make their operation more efficient and reduce traffic on Enterprise Drive, which has become extremely busy.

Chairman Thomas asked for a motion to approve the recommendation of case number V-25-2-9-1, the request of Amazon.com Inc. for the approval of a variation from Section 15.04.040 of the City of Crest Hill Code of Ordinance that would increase the maximum permitted width of a proposed relocated commercial driveway on Lidice Parkway from 30-feet to approximately 71-feet, and a variation from Section 11.6-2 of the Crest Hill Zoning Ordinance that would allow existing required internal parking lot landscape islands to be replaced with pedestrian sidewalk improvements for the 26.63-acre, M-1 Limited Manufacturing District zoned property located at 16825 Churnovic Lane, in Crest Hill.

(#4) Motion by Commissioner Carroll seconded by Commissioner Peterson, to approve the recommendation of case number V-25-2-9-1, the request of Amazon.com Inc. for the conditional approval of a variation from Section 15.04.040 of the City of Crest Hill Code of Ordinance that would increase the maximum permitted width of a proposed relocated commercial driveway on Lidice Parkway from 30-feet to approximately 71-feet, and a variation from Section 11.6-2 of the Crest Hill Zoning Ordinance that would allow existing required internal parking lot landscape islands to be replaced with pedestrian sidewalk improvements for the 26.63-acre, M-1 Limited Manufacturing District zoned property located at 16825 Churnovic Lane, in Crest Hill subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Plan Commission Staff Report for Case # V-25-2-9-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Stanton, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

Chairman Thomas congratulated Amazon.com Inc. and informed the applicant that the Plan Commission is only a recommendation body and that the recommendation will be forwarded to the City Council to would hear their case and have an official vote.

Chairman Bill Thomas presented case number V-25-3-10-1, request of Ruben and Clara Miranda seeking approval of a variation from Section 8.3-8 of the City of Crest Hill Zoning Ordinance that would increase the height of a new fence from 4-feet to 6-feet; decrease the required setback from 5-feet to 0-foot; and change the fence type from open to solid at the corner side yard, for a total length of 88-feet for the 9,291 Sq-Ft, R-1 Single-Family Residence District zoned property located at 2400 Waterford Drive, in Crest Hill.

Chairman Thomas asked if the paperwork was in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number V-25-3-10-1.

(#5) Motion by Commissioner Stanton seconded by Commissioner Peterson, to open a public hearing on case number V-25-3-10-1.

On roll call, the vote was:

AYES: Commissioners Stanton, Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:24 p.m.

Chairman Thomas asked the City Planner Atefa Ghaznawi to present the specifics on this case.

City Planner Atefa Ghaznawi presented the case. She explained that the subject property is a single-family residence on a corner lot at the southeast corner of Gaylord Road and Waterford Drive, facing Waterford Drive. The house was built in 1994, and the applicants have owned and lived there since that time.

The applicants are proposing to replace an existing fence with a total length of 256 feet throughout their property, eighty-eight feet of which is located on the corner side yard. The existing fence is a 6-foot solid wooden fence with no setbacks that is over 30 years old and has significantly deteriorated due to age, with rotted posts and decaying panels. The new fence would match the existing one and would be a 6-foot solid vinyl fence in white.

To install the new fence on the corner side yard as proposed, the applicants are requesting approval of three variations:

1. Increasing the fence height from a maximum of four feet to six feet
2. Changing the fence type from a 50% open design to solid
3. Reducing the setback from a minimum of five feet to zero feet

City Planner Ghaznawi noted that of the total 256 feet of fence, 168 feet located on the rear and side yards meet the requirements, while the remaining eighty-eight feet on the corner side yard requires the variation.

Staff believe the proposed fence will partially buffer the property from noise and air pollution from the heavily traveled Gaylord Road and will enhance privacy and security. The fence will be consistent with neighboring properties and preserve the established appearance of the neighborhood. Staff recommend approval of the variation request, considering it reasonable and acceptable given the unique orientation of the property and the homeowner's safety and health concerns associated with adjacent Gaylord Road.

Chairman Thomas asked the representatives in attendance for this case to approach the podium and be sworn in.

Dayanara Miranda, speaking on behalf of her father Ruben Miranda, stated that her father has been a resident of Crest Hill for over 30 years. She explained that the current fence is a solid wood 6-

foot-tall fence with no setbacks that was installed over 30 years ago and has significantly deteriorated. She noted that all neighboring properties along Gaylord Road, including those on corner lots, have replaced their fences in recent years with 6-foot fences with no setbacks. Dayanara stated they are requesting three variations, which are increasing the fence height from a maximum of four feet to six feet, changing the fence type from a 50% open design to solid, reducing the setback from a minimum of five feet to zero feet.

Dayanara explained that a 6-foot fence is appropriate and necessary for several reasons:

1. Noise reduction from the busy Gaylord Road
2. Security, as a taller fence, is more difficult to climb.
3. Privacy from pedestrians and passing vehicles.
4. Consistency with neighboring properties
5. Continuity with the established look of the neighborhood.

Chairman Thomas asked the commissioners if they had any questions.

Commissioner Peterson commented that the Miranda family does need a new fence and that it would match everything else in the neighborhood.

Commissioner Carroll confirmed that the entire 256 feet of fence would be six feet tall, closed, and white vinyl.

Chairman Thomas asked if anyone in the audience would like to make a public comment.

Manuel Cueva, a resident, approached the podium and was sworn in. Mr. Cueva spoke in favor of the application, stating that Gaylord Road is very busy but that the Mirandas keep their property very clean and organized. He stated that the new fence would be a positive addition to the house and neighborhood, as it would align with other properties.

Chairman Thomas asked for a motion to close the public hearing on case number V-25-3-10-1.

(#6) Motion by Commissioner Peterson seconded by Commissioner Butler, to close the public hearing on case number V-25-3-10-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Butler, Slabozeski, Carroll, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:33 p.m.

Chairman Thomas stated that when considering variations, one of the most important factors is whether there is a unique situation. He remarked that having a 30-year-old fence still standing qualified as unique. He agreed with Manuel that the Mirandas keep their property looking good

and are seeking to make it look even better. He thanked them for being loyal Crest Hill residents for over 30 years.

Chairman Thomas pointed out that the fence is on the lot line and over a public utility and drainage easement. He explained that while this is allowable, the utility company or city would have the right to remove the fence if they needed to do work in that area and would not be required to replace it. The agreement would include an acknowledgment of this condition.

Chairman Thomas asked for a motion to approve the recommendation of case number V-25-3-10-1, the request of Ruben and Clara Miranda seeking approval of a variation from Section 8.3-8 of the City of Crest Hill Zoning Ordinance that would increase the height of a new fence from 4-feet to 6-feet; decrease the required setback from 5-feet to 0-foot; and change the fence type from open to solid at the corner side yard, for a total length of 88-feet for the 9,291 Sq-Ft, R-1 Single-Family Residence District zoned property located at 2400 Waterford Drive, in Crest Hill.

(#7) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to approve the recommendation of case number V-25-3-10-1, the request of Ruben and Clara Miranda seeking conditional approval of a variation from Section 8.3-8 of the City of Crest Hill Zoning Ordinance that would increase the height of a new fence from 4-feet to 6-feet; decrease the required setback from 5-feet to 0-foot; and change the fence type from open to solid at the corner side yard, for a total length of 88-feet for the 9,291 Sq-Ft, R-1 Single-Family Residence District zoned property located at 2400 Waterford Drive, in Crest Hill subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Plan Commission Staff Report for Case # V-25-3-10-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The recommendation will be forwarded to the City Council for their meeting on Monday, October 27, 2025, at 7:00 PM.

Chairman Thomas noted that in working on this case, it became apparent that there is confusion in the ordinance regarding fencing on side yards and backyards. He requested that city staff include this subject in their ongoing review of the zoning ordinance to better clarify the need for variances in the future.

OTHER BUSINESS: Chairman Thomas explained that at the June 12th Plan Commission meeting, a slate of officers was nominated for the next year (Bill Thomas as Chairman, Ken Carroll as Vice Chairman, and Cheryl Slabozeski as Secretary), but the meeting was adjourned before a vote could be taken.

Chairman Thomas asked for a roll call to ratify the slate of officers nominated at the June 12th meeting (Bill Thomas as Chairman, Ken Carroll as Vice Chairman, and Cheryl Slabozeski as Secretary).

Attorney Stiff explained that there is no motion but just a roll call vote to ratify the action already taken on June 12, 2025.

The vote was:

AYES: Commissioners Peterson, Stanton, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#8) Motion by Commissioner Peterson seconded by Commissioner Stanton, to adjourn the October 9, 2025, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Peterson, Stanton, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 7:42 p.m.

As approved this _____ day of _____, 2025.

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

ORDINANCE NO. _____

**AN ORDINANCE APPROVING MULTIPLE VARIATIONS TO THE CREST HILL
ZONING ORDINANCE WITH RESPECT TO CERTAIN REAL PROPERTY LOCATED
AT 2400 WATERFORD DRIVE IN CREST HILL, ILLINOIS
(APPLICATION OF RUBEN AND CLARA MIRANDA)**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-13-5 (the “Code”) authorizes the corporate authorities to vary the application of its local Zoning Requirements “in harmony with their general purpose and intent and in accordance with general or specific rules therein contained in cases where there are practical difficulties or particular hardship in the way of carrying out the strict letter of any of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land;” and

WHEREAS, the Code states that a variation shall be permitted only upon the finding of certain requirements listed in the Code; and

WHEREAS, the City of Crest Hill (“City”) has enacted procedures, requirements, and standards for variations from its Zoning Requirement in Section 12.6-2 of the Crest Hill Zoning Ordinance; and

WHEREAS, Ruben and Clara Miranda (collectively the “Applicant”) are the owners of real property located at 2400 Waterford Drive in the City of Crest Hill, Illinois, bearing PIN 06-03-36-213-002-0000, and legally described in Exhibit 1 of the attached Exhibit A (the “Property”), has filed an application requesting approval of multiple variations from the Crest Hill Zoning Ordinance on the Property (the “Application”); and

WHEREAS, the Crest Hill Plan Commission, after proper notice thereof given, conducted a public hearing on the Application on October 9, 2025, and

WHEREAS, based on the evidence presented at the public hearing and upon making the following findings, which are more fully detailed in the Findings and Decision attached hereto as Exhibit A, the Plan Commission recommended unanimous but conditional approval of the requested variations outlined on Exhibit 2 of the attached Exhibit A at its October 9, 2025, meeting:

- A. The variations are in harmony with the general purpose and intent of the Zoning Ordinance; and
- B. The plight of the owner is due to unique circumstances and thus strict enforcement of the Zoning Ordinance would result in practical difficulties or impose exceptional hardships due to the special and unusual conditions that are not generally found on other properties in the same zoning district; and
- C. The Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the Zoning Ordinance; and

- D. The variation, if granted, will not alter the essential character of the locality and will not be a substantial detriment to adjacent Property; and

WHEREAS, the Plan Commission’s recommendation to approve the variations listed on Exhibit 2 of the attached Exhibit A was made subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Community Development Department Staff Report attached hereto as Exhibit B (the “Staff Report”); and

WHEREAS, the City Council has examined the October 9, 2025, Findings and Decision of the Plan Commission and has considered the presentations and arguments of the Owner in an open meeting regularly scheduled; and

WHEREAS, the City Council finds that it is in the best interests of the City that the recommendation of the Plan Commission be adopted and that the Application be granted subject to the project being implemented in substantial conformance with the application documents referenced in the attached Exhibit B; and

WHEREAS, The Applicant is aware that any improvements installed in, under, across, along and upon the surface of the property shown within the dotted lines on the plot and marked “Public Utility & Drainage Easement” shall be subject to the City of Crest Hill easement provisions. Also granted herewith is the right to cut, trim or remove obstructions, trees, bushes and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Preambles of this Ordinance are incorporated herein by reference.

SECTION 2: That the City Council hereby adopts and ratifies the Findings and Decision of the Plan Commission, attached hereto and incorporated by reference herein as Exhibit A, as the findings and decision of the City Council in relation to the Application.

SECTION 3: The variations listed in Exhibit 2 of the attached Exhibit A are hereby granted subject to the project being implemented in substantial conformance with the application documents referenced in Exhibit B.

SECTION 4: This Ordinance shall take effect upon its passage according to law.

[Left Intentionally Blank]

PASSED THIS 3RD DAY OF NOVEMBER, 2025

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke				
Alderman Angelo Deserio				
Alderdwoman Claudia Gazal				
Alderman Mark Cipiti				
Alderperson Tina Oberlin				
Alderman Darrell Jefferson				
Alderman Nate Albert				
Alderman Joe Kubal				
Mayor Ray Soliman				

Christine Vershay-Hall, City Clerk

APPROVED THIS 3RD DAY OF NOVEMBER, 2025.

Raymond R Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. V-25-3-10-1
THE APPLICATION OF RUBEN AND CLARA MIRANDA FOR MULTIPLE VARIATIONS
FROM THE CITY OF CREST HILL ZONING ORDINANCE AT PROPERTY LOCATED AS
2400 WATERFORD DRIVE IN THE CITY OF CREST HILL.**

THIS APPLICATION, coming before the Plan Commission for hearing and decision, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on October 9, 2025, being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

- A. That the applicant, Ruben and Clara Miranda, are the owners of the real estate described in the application.
- B. That the application seeks multiple variations for the property described in the application, commonly known as 2400 Waterford Drive in Crest Hill, Illinois (the "Property"), which is legally described in Exhibit A-1, attached hereto and incorporated herein by reference;
- C. That the Property is zoned R-1;
- D. That the application seeks approval of three (3) variations to Corner Fence Requirements contained in Section 8.3-8 Permitted Obstructions in Yards of the Crest Hill Zoning Ordinance. All requested Variations are listed in the attached Exhibit A-2 and relate to the property located at 2400 Waterford Drive in Crest Hill, Illinois, with PIN 06-03-36-213-002-0000.
- E. That the requested variations involve existing non-conforming conditions on the property;
- F. That the application for the variation was properly submitted and notice of the application and the public hearing were properly made;
- G. That no interested parties filed their appearances herein;
- H. That the public hearing was opened and called to order on October 9, 2025, the applicant presented evidence and arguments in support of its application on October 9, 2025.
- I. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

J. That the proposed variation, as considered under section 12.6 of the Zoning Ordinance, meets the three (3) standards for the granting of a variation under section 12.6-2 as well as the supplemental considerations set forth in subsections 12.6-2(1)-(8).

THEREFORE, IT IS THE DECISION OF THE PLAN COMMISSION OF THE CITY OF CREST HILL, ILLINOIS, BASED UPON THE EVIDENCE HEARD BY SAME AND ARGUMENTS AND SUGGESTIONS HEARD AT THE PUBLIC HEARING, AND HAVING DULY CONSIDERED THE MANDATES AND STANDARDS AS SET FORTH IN THE CITY OF CREST HILL, ILLINOIS ZONING ORDINANCE FOR THE GRANTING OF VARIANCES, AS FOLLOWS:

1. That the approval of the application of Ruben and Clara Miranda for multiple variations as listed in attached Exhibit A-2 for property located at 2400 Waterford Drive in Crest Hill, Illinois with PIN 06-03-36-213-002-0000 is supported by the evidence adduced;

2. That the Applicant is aware that any improvements installed in, under, across, along and upon the surface of the property shown within the dotted lines on the plot and marked "Public Utility & Drainage Easement" shall be subject to the City of Crest Hill easement provisions. Also granted herewith is the right to cut, trim or remove obstructions, trees, bushes and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes;

3. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the variations be granted subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Community Development Staff Report for this request.

[Left Intentionally Blank]

Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 9TH Day of October 2025 upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Bill Thomas	X			
Commissioner Ken Carroll	X			
Commissioner Cheryl Slabozeski	X			
Commissioner Gordon Butler	X			
Commissioner Marty Flynn			X	
Commissioner Jeff Peterson	X			
Commissioner John Stanton	X			

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT A-1
LEGAL DESCRIPTION

PROPERTY ADDRESS: 2400 WATERFORD DRIVE, CREST HILL, IL, 60403

PERMANENT INDEX NO: 06-03-36-213-002-0000

LEGAL DESCRIPTION: LOT 18 IN CREST ESTATES SUBDIVISION, IN THE
NORTHEAST 1/4 OF SECTION 36, TOWNSHIP 36 NORTH, RANGE 9 EAST OF THE
THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS

EXHIBIT A-2
LIST OF REQUESTED VARIATIONS

Crest Hill Zoning Ordinance (ZO) Section 8.3-8 Permitted Obstructions in Yards

- Fences, natural, open: not greater than four (4) feet in height nor closer than five (5) feet from front and corner side lot lines. Proposed fence is solid and six (6) feet in height, with no corner side yard setback.

EXHIBIT B

October 9, 2025 Community Development Department Staff Report



To: Plan Commission

From: Daniel Ritter, AICP, Community and Economic Development Director
Atefa Ghaznawi, AICP, LEED AP, City Planner

Date: October 9, 2025

Re: 2400 Waterford Drive, Zoning Ordinance Variation Request – Plan Commission Case # V-25-3-10-1

Project Details

Project:	Corner Fence Installation
Applicant:	Ruben and Clara Miranda
Requests:	A Zoning Variation to increase fence height, decrease setback, and change fence type from open to solid at the corner side yard of a single-family residence
Location:	2400 Waterford Drive (the “Subject Property”)

Site Details

Lot Size:	Approximately 9,291 sq-ft
Existing Zoning:	R-1 Single-Family Residence District
Existing Improvements:	1,758 sq-ft single-family house and 594 sq-ft attached garage built in 1994

Surrounding Zoning and Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcel	Single-Family Residence	Single-Family Detached	R-1
North	Single-Family Residence	Single-Family Detached	R-1
South	Municipal Water Tower and Single-Family Residence	Single-Family Detached and Utilities	R-1 and R-3
East	Single-Family Residence	Single-Family Detached	R-1
West	Single-Family Residence	Single-Family Detached	R-1

Exhibits

Application documents submitted by Applicant include:

- Exhibit B - Application for Development / Variation 2025-09-02
- Exhibit C - Legal Description 2025-09-02
- Exhibit D - List of Requested Variations 2025-09-02
- Exhibit E - Project Narrative 2025-09-02
- Exhibit F - Plat of Survey with Fence Location 2025-09-02
- Exhibit G - Details of Proposed Fence 2025-09-02
- Exhibit H - Subject Property Photos of Existing Condition 2025-09-02
- Exhibit I - Photos of Neighboring Properties 2025-09-02

Application Background and Project Summary

The Subject Property is a single-family detached residence and a corner lot, located at southeast corner of Gaylord Road and Waterford Drive, facing Waterford Drive. The house was built in 1994. The applicant has owned and lives at the subject property since 1994. Except 2400 Waterford Drive and 2022 Watertower Place at two ends of the block, rear of the remaining properties on the block face Gaylord Road.

Figure 1: Neighboring Properties on the Same Block as 2400 Waterford Drive (subject property)



At this time, the Applicant is proposing to replace an existing fence in a total length of 256-feet throughout his property, 88-feet of which is located on the corner side yard. The existing fence is a 6-foot, solid wooden fence with no setbacks, is over 30 years old, and has significantly deteriorated due to age, with rotted posts and decaying panels (see *Exhibit H* for photos of existing condition). The new fence will match the existing, and will be a 6-foot, solid vinyl fence in white color (see Figures 2 and 3 for the location and details of the proposed fence).

Summary of Requested Variations

In order to install the new fence on the corner side yard as proposed, the Applicant is requesting City approval of three variations from Section 8.3-8 Permitted Obstructions in Yards, City of Crest Hill [Zoning Ordinance](#), fence requirements for corner side yards:

1. Increase the fence height from a maximum of 4-feet to 6-feet (existing fence is 6-feet).
2. Change the fence type from a (50%) open-design to solid (existing fence is solid).
3. Reducing the setback from a minimum of 5-feet to 0-foot (existing fence has no setback).

Figure 2: 2400 Waterford Drive Plat of Survey with Location of the proposed fence

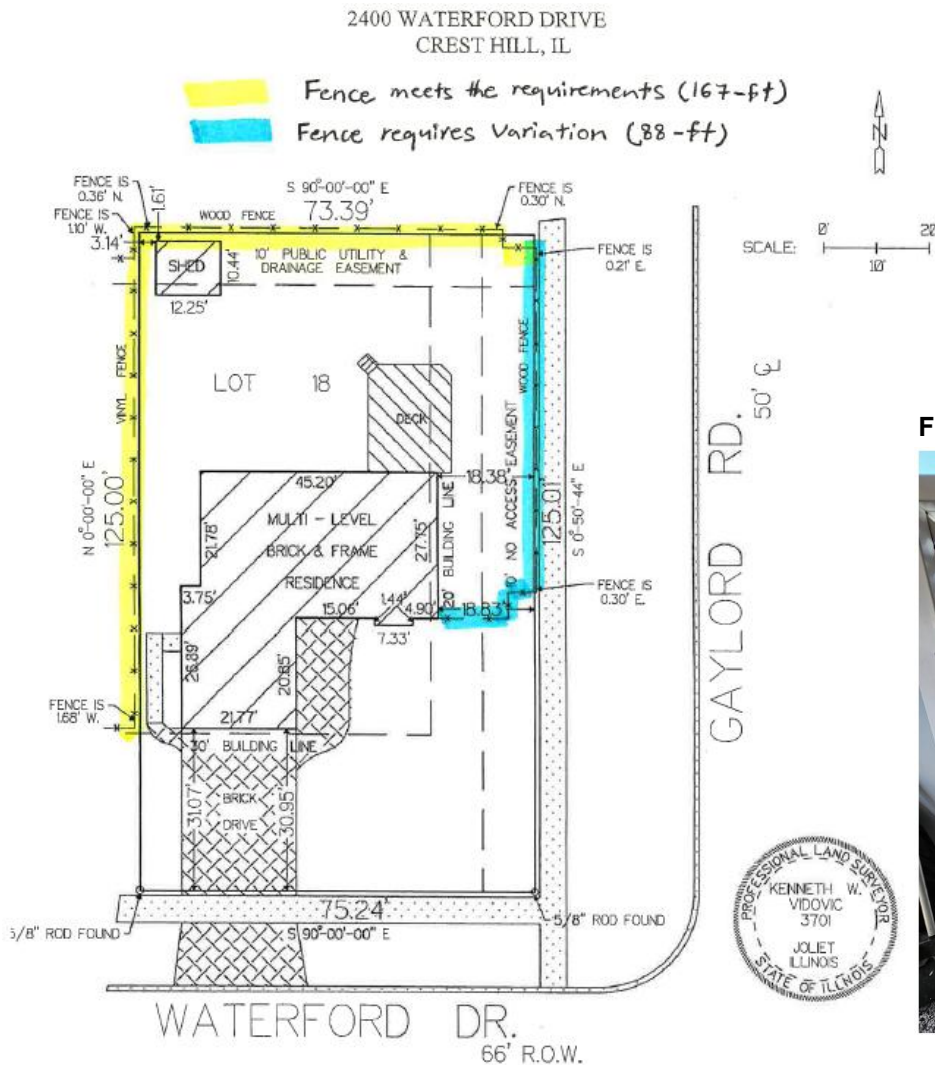


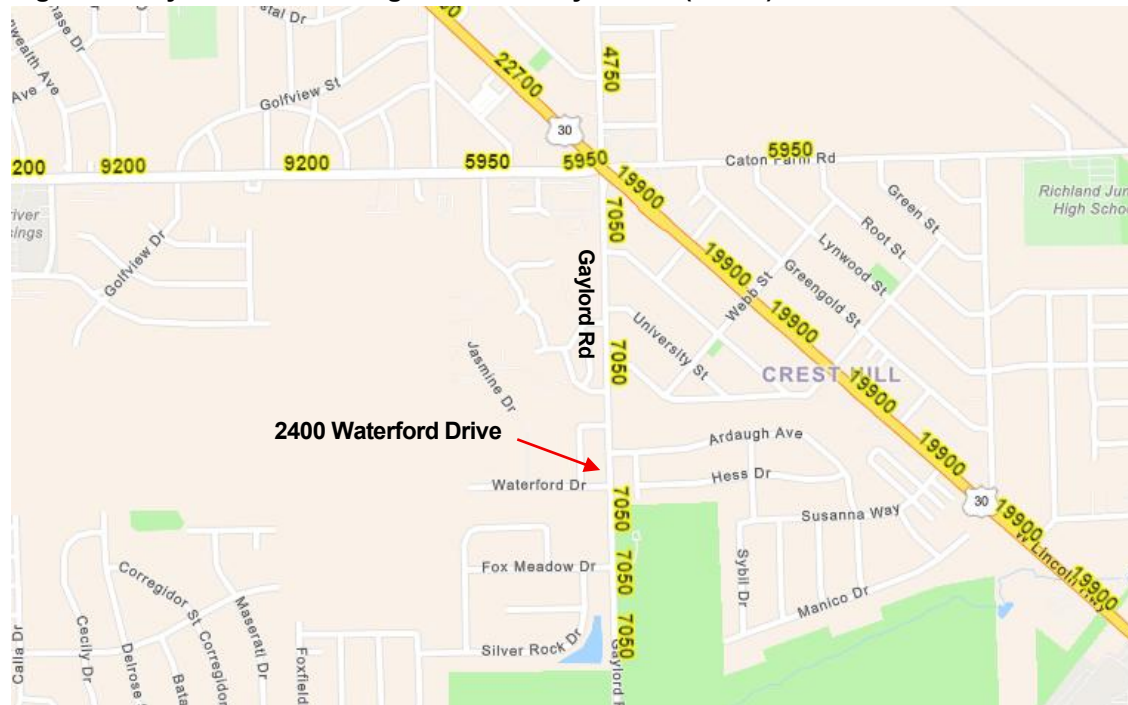
Figure 3: Photo of the proposed fence



Staff Analysis

Overall, staff believes the Applicant's proposed fence will partially buffer the subject property from noise and air pollution on a heavily traveled Gaylord Road and will enhance privacy and security on the subject property. It is worth mentioning that except 2400 Waterford Drive (subject property) and 2022 Watertower Place at the two ends of the block, rear of the remaining properties on the block face Gaylord Road. The proposed fence will be consistent with neighboring properties on the block, and will preserve the established appearance of the neighborhood (see *Exhibit I* for photos of neighboring properties). Staff is of the opinion that the variation request is reasonable and acceptable given the unique orientation of the subject property and the homeowner's safety and health concerns associated with the adjacent Gaylord Road.

Figure 4: Gaylord Road Average Annual Daily Traffic (AADT)



Source: [IDOT 2023 Annual Average Daily Traffic](#)

Staff feedback on specific aspects of the Applicant's proposed project:

Fence Requirements: Section 8.3-8 Permitted Obstructions in Yards, City of Crest Hill Zoning Ordinance, states that fences shall be natural or open, not greater than four (4) feet in height and not closer than five (5) feet from front and corner side lot lines. For through lots (a lot which fronts on two (2) parallel or approximately parallel streets and which is not a corner lot), fences shall be natural or open, not greater than six (6) feet in height and not closer than five (5) feet from the rear lot line.

Staff reviewed the proposed scope of work, and determined that from a total length of 256 feet, 168 feet of fence located on the rear and side yards meet the requirements outlined in Section 8.3-8 of the Zoning Ordinance. The remaining 88 feet of fence located on the corner side yard will require a variation from Section 8.3-8 of the Zoning Ordinance.

Variation Approval Standards and Findings

Section 12.6-2 of the Zoning Ordinance states the Plan Commission shall recommend, and the City Council shall grant a variation only when it shall have been determined, and recorded in writing, that all of the following standards are complied with. Staff has drafted the following findings of fact identified in bold italic font. These drafted findings can be modified or changed as the Plan Commission deems fit and based on the specific findings from the public hearing.

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.
The requested variation involves maintaining the current solid 6-foot fence height, and is intended to improve safety, privacy, and visual appearance of the subject property and the neighborhood as a whole; reduce noise and air pollution associated with the adjacent Gaylord Road; and enable the homeowner to utilize their outdoor space for personal benefit and enjoyment without interference from/to others. Approval of the variation required to install the proposed fence will ensure the property can continue to operate efficiently and safely, and yield a reasonable return.
2. That the plight of the owner is due to unique circumstances.
In combination, the orientation and configuration of the existing corner lot, single-family house, and the adjacent Gaylord Road; and the significant amount of vehicular traffic, noise and air pollution associated with the adjacent Gaylord Road, collectively represent unique circumstances that warrant the approval of the requested variation. The proposed 6-foot solid fence will partially buffer the subject property from the adjacent Gaylord Road, and will address the homeowner's health and safety concerns associated with the adjacent Gaylord Road. The corner side yard is adjacent to a line of rear yards and is not adjacent to a primary front yard. The proposed fence will keep a consistent style of fence rather than add a jog in the fence line, a change in height, or a change in appearance.
3. That the variation, if granted, will not alter the essential character of the locality. ***The proposed fence, a representative of precedents in the residential neighborhoods throughout the City, will be consistent with fences of neighboring properties on the block, will create visual continuity along Gaylord Road, and will preserve the established appearance of the neighborhood. The impact will be positive in preserving the character of the neighborhood.***

In addition, Section 12.6-2 of the Zoning Ordinance further suggests the Plan Commission supplement the above standards by taking into consideration the extent to which the facts listed on Exhibit A have been established by the evidence presented during the public hearing process and further support the approval of the Applicant's requests.

Staff Recommendation

Based on the findings reflected in this staff report, Staff recommends:

The Plan Commission recommends City Council conditional approval of variation from Section 8.3-8 Permitted Obstructions in Yards, City of Crest Hill Zoning Ordinance, that allows (i) increasing the fence height from 4-feet to 6-feet; (ii) changing the fence type from open to solid; and (iii) reducing the setback from 5-feet to 0-foot, subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Plan Commission Staff Report for Case # V-25-3-10-1.

Exhibit A**Supplemental Variation Approval Facts to Consider Per Zoning Ordinance Section 12.6-2**

1. *That the particular physical surroundings, shape, or topographical condition of the specific property involved will result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.*
2. *The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification.*
3. *That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property.*
4. *That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.*
5. *That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council, as "similar and compatible uses."*
6. *That the variation granted is the minimum adjustment necessary for the reasonable use of the land.*
7. *That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for development of the City.*
8. *That, for reasons fully set forth in the recommendations of the Plan Commission, and the report of the City Council, the aforesaid circumstances or conditions are such that the strict application of the provisions of the Zoning Ordinance deprives the applicant of any reasonable use of his land. Mere loss in value shall not justify a variation; there must be a deprivation of beneficial use of land.*

**Exhibit B****Application for Development**

For Office Use Only: Case Number: V-25-3-10-1
--

Project Name: Replace old rotted wooded fence of over 30years with new white vinylOwner: Ruben and Clara Miranda Correspondence To: same as owner infoStreet address: 2400 Waterford Dr. Street address: _____City, St., Zip: Cres Hill, IL. 60403 City, St., Zip: _____Phone: [REDACTED] Phone: _____Email: [REDACTED] Email: _____**Property Address:**Street address: 2400 Waterford Dr.**Property Information:**Lot Width: 73City, St., Zip: Crest Hill Lot Depth: 125PIN: 06-03-36-213-002-0000 Total Area: 9125

*Submit an electronic version of the legal description only in a Word document to:

buildingdepartment@cityofcresthill.comExisting Zoning: residential Existing Land Use: residentialRequested Zoning: residential Proposed Land Use: residential**Adjoining Properties Zoning and Uses:**North of Property: residential /single family houseSouth of Property: residential/ single family houseEast of Property: residential/ single family houseWest of Property: residential/ single family housePurpose Statement (intended use and approval sought): replace old rotted wood fence

Development Request: Please check all that apply and describe:

☐ Rezoning: _____

☐ Special Use: _____

☒ Variance: _____ to seek relief from corner lots fence requirements for height, type and setback

☐ Planned Unit Development: _____

☐ Annexation: _____

☐ Plat: _____

☐ Other: _____

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

☐ Civil Engineer: TBD Phone: _____

Company: _____ Email: _____

☒ Contractor: self Phone:

Company: self Email:

☐ Architect: N/A Phone: _____

Company: _____ Email: _____

☐ Builder: _____ Phone: _____

Company: _____ Email: _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development request.

Ruben Miranda
Signature of the Applicant

9/2/2025
Date

If you (the applicant) are not the owner of record, please provide the owner's signature.

Signature of the Owner

Date

EXHIBIT C
LEGAL DESCRIPTION

PROPERTY ADDRESS: 2400 Waterford Drive, Crest Hill, IL, 60403

PERMANENT INDEX NO: 06-03-36-213-002-0000

LEGAL DESCRIPTION

LOT 18 IN CREST ESTATES SUBDIVISION, IN THE NORTHEAST 1/4 OF SECTION 36, TOWNSHIP 36 NORTH,
RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS

EXHIBIT D

2400 WATERFORD DRIVE – LIST OF REQUESTED VARIATIONS

Zoning Ordinance (ZO) Section 8.3-8 Permitted Obstructions in Yards (p-66)

- Fences, natural, open: not greater than four (4) feet in height nor closer than five (5) feet from front and corner side lot lines. [Proposed fence at corner side yard is solid and six \(6\) feet in height, with no setbacks.](#)

Exhibit E: Project Narrative – 2400 Waterford Drive Corner Fence Variation Application

September 2, 2025

Building Department
City of Crest Hill
20600 City Center Boulevard
Crest Hill, IL 60403

To Whom It May Concern,

I am emailing on behalf of my parents, Ruben and Clara Miranda. I am submitting an application for a variance to replace my existing 6-foot wooden fence. I respectfully request reconsideration of the current setback requirement, based on both neighborhood precedent and practical concerns.

My current fence is the original installation—over 30 years old—and has significantly deteriorated due to age, with rotted posts and decaying panels. All of my neighbors along Gaylord Road, including those on corner lots, have replaced their fences in recent years (ranging from 9 to 3 years ago). I am the last homeowner on the block to do so. These replacement fences are primarily solid white vinyl or solid wood, all maintaining a height of 6-feet with no setbacks. My property, along with my adjoining neighbors, backs directly onto Gaylord Road.

I am seeking relief from the following fence requirements from corner lots:

- Increase the fence height from 4-feet to 6-feet (existing fence is 6-feet).
- Change the fence type from open to solid (existing fence is solid).
- Reducing the setback from 5-feet to 0-foot (existing fence has no setback).

A 6-feet fence is both appropriate and necessary for the following reasons:

1. Noise Reduction - Gaylord Road is a busy and noisy street; a taller fence helps reduce sound intrusion.
2. Security - A taller fence is more difficult to climb, offering better protection against trespassers.
3. Privacy – It effectively blocks sightlines from pedestrians and passing vehicles.
4. Pet Safety – Large dogs can easily jump a 4-foot fence; a 6-foot fence is more reliable for containment and protection.
5. Neighborhood Consistency – A 6-foot fence would match the height and style of adjacent properties, maintaining visual harmony.
6. Aesthetic Integration – The proposed vinyl fence would align with neighboring fences in both material and setback.
7. Visibility – The new fence will not obstruct visibility, as it is set well back from the corner.
8. Continuity – The new fence will follow the same footprint as the existing one, preserving the established look of the neighborhood.

Several neighboring properties on the same block—also located on corner lots—have installed 6-foot fences that extend directly to the side of their homes. These include:

- 2022 WaterTower Place (corner of Gaylord Road) – replaced approximately 9 years ago with a solid wood 6-foot fence
- 2014 WaterTower Place - backs onto Gaylord Road with a 6-foot solid white vinyl fence
- 2010 WaterTower Place - backs onto Gaylord Road with a 6-foot solid white vinyl fence
- 2351 Ardaugh Avenue (corner of Gaylord Road) – replaced approximately 8 years ago, (this property is across the street on Gaylord Road)
- 1856 Silver Rock Drive (corner of Gaylor Road) – upgraded from a 4-foot to a 6-foot fence approximately 3 years ago (this property is the next block on Gaylord Road)

Please see the attached photos submitted with my application. I am committed to meeting all variance and permit guidelines. The proposed fence will remain at 6 feet in height, transitioning from solid wood to solid vinyl, with no setback—consistent with neighboring properties along Gaylord Road.

I invite you to visit the property to observe the current conditions firsthand. My situation is unique due to the high traffic and noise levels on Gaylord Road, which resemble those of a highway. I kindly ask that you consider this request to avoid undue hardship.

Thank you for your time and consideration.

Sincerely,

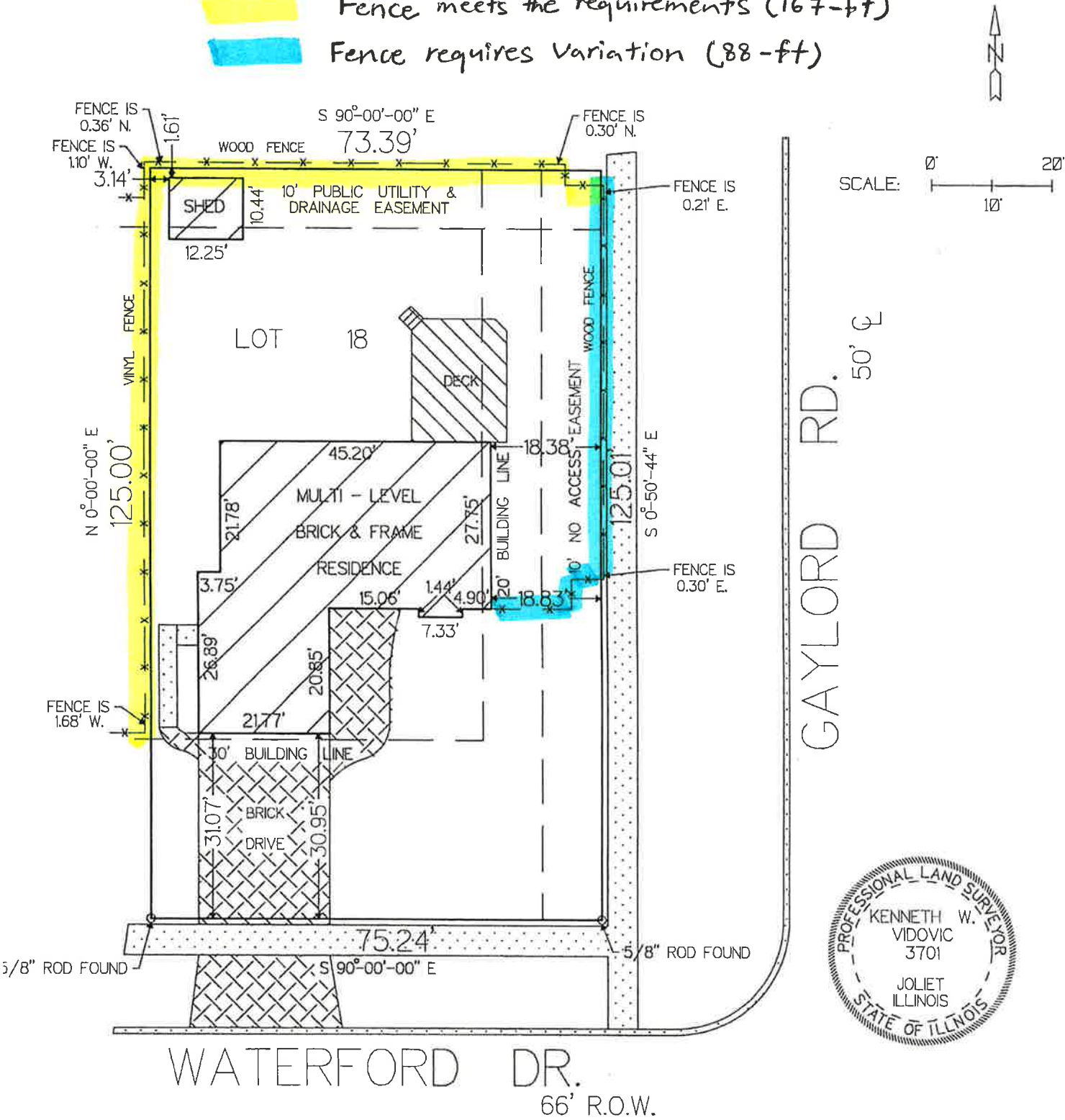
Ruben and Clara Miranda
2400 Waterford Drive

PLAT OF SURVEY

LOT 18 IN CREST ESTATES SUBDIVISION, IN THE NORTHEAST 1/4 OF SECTION 36, TOWNSHIP 36 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.

2400 WATERFORD DRIVE
CREST HILL, IL

 Fence meets the requirements (167-ft)
 Fence requires Variation (88-ft)



COMMUNITY SURVEY INC.

81 N. CHICAGO STREET, SUITE 207
JOLIET, IL 60432

(815) 722-9005 (815) 722-9019 - fax

EMAIL: kvcommunitysurvey@att.net

DESIGN FIRM NO. 184-002899

CHECK DEED OR GUARANTEE POLICY FOR BUILDING LINE OR
EASEMENT RESTRICTIONS NOT SHOWN ON PLAT OF SURVEY.
COMPARE POINTS BEFORE BUILDING.

WE, COMMUNITY SURVEY INC., DO HEREBY CERTIFY THAT WE
HAVE
SURVEYED FOR CLARA MIRANDA UNDER MY HAND AND SEAL
THIS 11TH DAY OF AUGUST 2025.
FIELD WORK 8/8/2025.
THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT
ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SURVEY NUMBER 25-31334


ILLINOIS LAND SURVEYOR NO. 3701
EXPIRES 11/30/2026

Exhibit G: 2400 Waterford Drive (subject property) – Proposed Fence

- 6-feet vinyl fence, same height as existing fence on the subject property



Exhibit H: 2400 Waterford Drive (subject property) - Photos of Existing Condition, corner side yard facing Gaylord Road and Waterford Drive



Exhibit I: Photos of Neighboring Properties on the Same Block as 2400 Waterford Drive (subject property)

Exhibit I: Photos of Neighboring Properties – 2022 Watertower Place, a through lot and corner lot, facing Watertower Place and Gaylord Road. It has 6-foot solid fence, with no setback on three sides facing the streets.



Exhibit I: Photos of Neighboring Properties – 2351 Ardaugh Ave, a through lot and corner lot, facing Noonan St, Ardaugh Ave and Gaylord Road. It has 6-feet solid fence, with no setback on three sides facing the streets.



Exhibit I: Photos of Neighboring Properties – 1856 Silver Rock Dr, a through lot and corner lot, facing Silver Rock Dr, Fox Meadow Dr, and Gaylord Road. It has 6-feet solid fence, with no setback on three sides facing the streets.





Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	Request to Purchase Fortinet Firewall Licenses in the amount of \$70,100.82

Summary: The City IT vendor (AIS) has advised that our firewall licenses will expire in December, and new licenses are needed. I asked them to look at procuring the licenses for 1-year and 3-years. While the City has budgeted for 1-year, there are significant costs savings if the City purchases the licenses for 3-years.

During the October 27th work session, Council selected the **3-years at \$70,100.82** option, saving is \$16,299.18 by purchasing the 3-year vs. the annual option.

Fortinet firewalls provide essential functions like packet filtering, routing, and VPN connectivity. However, security features such as antivirus, intrusion prevention (IPS), web filtering, and real-time threat intelligence are powered by FortiGuard Security Services, which require an active license.

The licensing quotes provided ensure that both firewalls receive the latest malware signatures, vulnerability patches, and threat intelligence updates directly from Fortinet. Without a license, these critical updates and protections stop. Additionally, FortiCare support contracts included with licensing provide 24x7 technical support, firmware updates, and advanced hardware replacement; without this, you lose access to Fortinet's support and cannot update your device's firmware.

Recommended Council Action: Approve the purchase of Fortinet Firewall Licenses for 3-year term for \$70,100.82.

Financial Impact: \$70,100.82 (\$30K budgeted, \$40,100.82 from reserves.)

Funding Source: General Fund

Budgeted Amount: \$30,000

Cost: \$70,100.82

Attachments: Quotes are attached.



Quote

Quote Number: 33100

Internal PO: AIS-33100

Payment Terms: Down Payment Needed
Expiration Date: 10/31/2025

Quote Prepared For

Blaine Wing
City of Crest Hill

/
Phone:
bwing@cityofcresthill.com

Quote Prepared By

Jessica Moore
All Information Services, Inc
1815 S Meyers Road, Suite 820
Oakbrook Terrace, IL 60181
United States
Phone: 6306569876
Fax: 7084692559
jmoore@aislabs.com

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
Yearly Items					
1)	1	3-YEAR Fortinet Co-Term Service 12/17/2025 - 12/17/2028 - 24x7 Email, 24x7 Comprehensive Support - Advance HW - Firmware & General Updates - Enterprise ProtectionAV - FortiGuard IPS Service - FortiGuard URL - DNS & Video Filtering Service - FortiGuard Surface Security Service - FortiGate Configuration Conversion - FortiGuard AI-based Inline Malware Prevention - FortiGuard Data Loss Prevention Service	\$70,100.82	\$70,100.82	\$70,100.82
Yearly Total					\$70,100.82
Subtotal					\$70,100.82
Total Taxes					\$0.00
Total					\$70,100.82

To approve this quote/proposal and the scope of work, please sign, date and return with the required down-payment noted above (if required). Payments should note your CLIENT PO or Internal PO. Please contact billing@aislabs.com for alternate forms of payment.

TERMS & CONDITIONS: All quotes are subject to availability. All timelines are estimates to the best of our judgement until the approval method requirements are met from above. Any additional labor or materials which is out of scope and not listed in this scope will be executed, procured

Quote#: 33100:City of Crest Hill:RENEWAL: Fortinet Licenses - T20250911.0107:10/14/2025



Quote

Quote Number: 33100

Internal PO: AIS-33100

Payment Terms: Down Payment Needed
Expiration Date: 10/31/2025

and billed, in addition, to the quote as separate items based upon the client's approval. Equipment is warranted by their respective manufacturers.

BILLING: Down-payment amounts are determined by the equipment and/or labor needs, the client's history of Days Sales Outstanding (DSO) and/or past history with AIS, Inc. of any kind. After the initial down-payment (if required), you will be billed upon any completion of agreed milestones or when the scope of work is completed. These bill(s) will be 'DUE UPON RECEIPT.' Any labor that is marked as an 'ESTIMATE,' will be billed in actual time at milestones noted in the proposal, or when work is complete. Overdue invoices shall be subject to a monthly interest charge. In addition, the customer shall reimburse all costs and expenses for attorney fees incurred in the collecting of any amounts past due.

FINANCING: AIS does provide Fair-Market-Value and \$1 buy out financing. Please reach out to your AIS representative if you wish to explore these options.

DISCLAIMER: All prices quoted are subject to change without prior notice due to fluctuations in tariffs, taxes, foreign exchange rates, and other unforeseen economic circumstances. These factors may impact the final cost of goods and services. In the event of a price increase, the contact person listed on this quote will be notified prior to the placement of the order. This notification will provide an opportunity for review and approval of the updated pricing before proceeding. By accepting this quote, the customer acknowledges that prices are not final and may be adjusted based on changes in tariffs and other economic conditions.

Authorizing Name: _____

Authorizing Signature: _____

Date: _____

Client PO (Optional): _____

Required Down-Payment: **\$70,100.82**



Quote

Quote Number: 33001

Internal PO: AIS-33001

Payment Terms: Down Payment Needed
Expiration Date: 10/31/2025

Quote Prepared For

Blaine Wing
City of Crest Hill

/
Phone:
bwing@cityofcresthill.com

Quote Prepared By

Jessica Moore
All Information Services, Inc
1815 S Meyers Road, Suite 820
Oakbrook Terrace, IL 60181
United States
Phone: 6306569876
Fax: 7084692559
jmoore@aislabs.com

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
Yearly Items					
1)	1	ONE YEAR - Fortinet Co-Term Services 12/17/25 - 12/17/26 -24x7 Email, 24x7 Comprehensive Support - Advance HW - Firmware & General Updates - Enterprise ProtectionAV - FortiGuard IPS Service - FortiGuard URL - DNS & Video Filtering Service - FortiGuard Surface Security Service - FortiGate Configuration Conversion - FortiGuard AI-based Inline Malware Prevention - FortiGuard Data Loss Prevention Service	\$28,800.00	\$28,800.00	\$28,800.00
Yearly Total					\$28,800.00
Subtotal					\$28,800.00
Total Taxes					\$0.00
Total					\$28,800.00

To approve this quote/proposal and the scope of work, please sign, date and return with the required down-payment noted above (if required). Payments should note your CLIENT PO or Internal PO. Please contact billing@aislabs.com for alternate forms of payment.

TERMS & CONDITIONS: All quotes are subject to availability. All timelines are estimates to the best of our judgement until the approval method requirements are met from above. Any additional labor or materials which is out of scope and not listed in this scope will be executed, procured

Quote#: 33001:City of Crest Hill:RENEWAL: Fortinet Licenses - T20250911.0107:10/14/2025



Quote

Quote Number: 33001

Internal PO: AIS-33001

Payment Terms: Down Payment Needed
Expiration Date: 10/31/2025

and billed, in addition, to the quote as separate items based upon the client's approval. Equipment is warranted by their respective manufacturers.

BILLING: Down-payment amounts are determined by the equipment and/or labor needs, the client's history of Days Sales Outstanding (DSO) and/or past history with AIS, Inc. of any kind. After the initial down-payment (if required), you will be billed upon any completion of agreed milestones or when the scope of work is completed. These bill(s) will be 'DUE UPON RECEIPT.' Any labor that is marked as an 'ESTIMATE,' will be billed in actual time at milestones noted in the proposal, or when work is complete. Overdue invoices shall be subject to a monthly interest charge. In addition, the customer shall reimburse all costs and expenses for attorney fees incurred in the collecting of any amounts past due.

FINANCING: AIS does provide Fair-Market-Value and \$1 buy out financing. Please reach out to your AIS representative if you wish to explore these options.

DISCLAIMER: All prices quoted are subject to change without prior notice due to fluctuations in tariffs, taxes, foreign exchange rates, and other unforeseen economic circumstances. These factors may impact the final cost of goods and services. In the event of a price increase, the contact person listed on this quote will be notified prior to the placement of the order. This notification will provide an opportunity for review and approval of the updated pricing before proceeding. By accepting this quote, the customer acknowledges that prices are not final and may be adjusted based on changes in tariffs and other economic conditions.

Authorizing Name: _____

Authorizing Signature: _____

Date: _____

Client PO (Optional): _____

Required Down-Payment: **\$28,800.00**



City Council Agenda Memo

Crest Hill, IL

Meeting Date: November 3, 2025

Submitter: Daniel Ritter, AICP, Community and Economic Development Director
 Ronald Mentzer, Community and Economic Development Consultant

Department: Community Development

Agenda Item: Ordinance Approving Multiple Variations to the Crest Hill Zoning Ordinance and Crest Hill Code of Ordinances With Respect to Certain Real Property Located at 16825 Churnovic Lane in Crest Hill, Illinois – Application of Amazon.com, Inc.

Summary:

Amazon is proposing to implement a variety of site modifications at the package sorting facility it has operated at 16825 Churnovic Lane since 2017. The proposed site modifications are collectively designed to reduce truck traffic and queuing on the surrounding public road network and make it safer for employees to walk between the building and parking areas on the site. In order to implement the proposed site modifications, Amazon has requested approval of variations that would allow a relocated driveway on Lidice Parkway to be approximately 71 feet wide and the replacement of eight existing landscape islands in the northern parking lot with pedestrian sidewalk islands.

The Subject Property illustrated below is currently Zoned M-1 Limited Manufacturing District.



The Plan Commission conducted the required public hearing for this application at its October 9, 2025, meeting and recommended unanimous but conditional approval of the requested variations. The City Council discussed the Plan Commission's recommendation at its October 27, Work Session Meeting where the majority of the City Council expressed support for the approval of the requested variations.

A copy of the Ordinance the City Attorney and staff have prepared to memorialize the City Council's approval of the Plan Commission recommended variations is attached.

Council Action Requested: Pass the Ordinance Approving Multiple Variations to the Crest Hill Zoning Ordinance and Crest Hill Code of Ordinances With Respect to Certain Real Property Located at 16825 Churnovic Lane in Crest Hill, Illinois – Application of Amazon.com, Inc.

Attachment:

An Ordinance Approving Multiple Variations to the Crest Hill Zoning Ordinance and Crest Hill Code of Ordinances With Respect to Certain Real Property Located at 16825 Churnovic Lane in Crest Hill, Illinois – Application of Amazon.com, Inc. (with associated Exhibits)

ORDINANCE NO. _____

**AN ORDINANCE APPROVING MULTIPLE VARIATIONS TO THE CREST HILL
ZONING ORDINANCE AND CREST HILL CODE OF ORDINANCES WITH RESPECT
TO CERTAIN REAL PROPERTY LOCATED AT 16825 CHURNOVIC LANE IN
CREST HILL, ILLINOIS
(APPLICATION OF AMAZON.COM INC.)**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-13-5 (the “Code”) authorizes the corporate authorities to vary the application of its local Zoning Requirements “in harmony with their general purpose and intent and in accordance with general or specific rules therein contained in cases where there are practical difficulties or particular hardship in the way of carrying out the strict letter of any of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land;” and

WHEREAS, the Code states that a variation shall be permitted only upon the finding of certain requirements listed in the Code; and

WHEREAS, the City of Crest Hill (“City”) has enacted procedures, requirements, and standards for variations from its Zoning Requirement in Section 12.6-2 of the Crest Hill Zoning Ordinance; and

WHEREAS, Amazon.com Inc. (the “Applicant”) is the tenant of real property located at 16825 Churnovic Lane in the City of Crest Hill, Illinois, bearing PINs 04-30-102-010-0000 and 04-30-102-011-0000, and legally described in Exhibit 1 of the attached Exhibit A (the “Property”), has filed an application requesting approval of multiple variations from the Crest Hill Zoning Ordinance and the Crest Hill Code of Ordinances on the Property (the “Application”); and

WHEREAS, the Crest Hill Plan Commission, after proper notice thereof given, conducted a public hearing on the Application on October 9, 2025, and

WHEREAS, based on the evidence presented at the public hearing and upon making the following findings, which are more fully detailed in the Findings and Decision attached as Exhibit A, the Plan Commission recommended unanimous but conditional approval of the requested variations outlined on Exhibit 2 of the attached Exhibit A at its October 9, 2025, meeting:

- A. The variations are in harmony with the general purpose and intent of the Zoning Ordinance; and
- B. The plight of the owner is due to unique circumstances and thus strict enforcement of the Zoning Ordinance would result in practical difficulties or impose exceptional hardships due to the special and unusual conditions that are not generally found on other properties in the same zoning district; and
- C. The Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the Zoning Ordinance; and

- D. The variation, if granted, will not alter the essential character of the locality and will not be a substantial detriment to adjacent Property; and

WHEREAS, the Plan Commission's recommendation to approve the variations listed on Exhibit 2 of the attached Exhibit A was made subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Community Development Department Staff Report attached hereto as Exhibit B (the "Staff Report"); and

WHEREAS, the City Council has examined the October 9, 2025, Findings and Decision of the Plan Commission and has considered the presentations and arguments of the Applicant in an open meeting regularly scheduled; and

WHEREAS, the City Council finds that it is in the best interests of the City that the recommendation of the Plan Commission be adopted and that the Application be granted subject to the project being implemented in substantial conformance with the application documents referenced in the attached Exhibit B.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Preambles of this Ordinance are incorporated herein by reference.

SECTION 2: That the City Council hereby adopts and ratifies the Findings and Decision of the Plan Commission, attached hereto and incorporated by reference herein as Exhibit A, as the findings and decision of the City Council in relation to the Application.

SECTION 3: The variations listed in Exhibit 2 of the attached Exhibit A are hereby granted subject to the project being implemented in substantial conformance with the application documents referenced in Exhibit B.

SECTION 4: This Ordinance shall become effective only upon the complete execution and attachment of a fully executed version of the Unconditional Agreement and Consent attached hereto as Exhibit C within 60 days of the passage of this Ordinance. In the event that the Unconditional Agreement and Consent is not executed within 60 days, this Ordinance shall have no force and effect and shall be subject to repeal by the City Council without further notice or hearing due to the Applicant.

SECTION 5: This Ordinance shall take effect upon its passage according to law.

[Left Intentionally Blank]

PASSED THIS 3RD DAY OF NOVEMBER, 2025

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Ray Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 3RD DAY OF NOVEMBER, 2025.

Raymond R Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. V-25-2-9-1
THE APPLICATION OF AMAZON.COM INC. FOR MULTIPLE VARIATIONS FROM THE
CREST HILL ZONING ORDINANCE AND CREST HILL CODE OF ORDINANCES AT
PROPERTY LOCATED AS 16825 CHURNOVIC LANE IN THE CITY OF CREST HILL.**

THIS APPLICATION, coming before the Plan Commission for hearing and decision, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on October 9, 2025, being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

- A. That the applicant, Amazon.com Inc., is the tenant of the real estate described in the application.
- B. That the application seeks multiple variations for the property described in the application, commonly known as 16825 Churnovic Lane in Crest Hill, Illinois (the "Property"), which is legally described in Exhibit A-1, attached hereto and incorporated herein by reference;
- C. That the Property is zoned M-1;
- D. That the application seeks approval of one (1) variation to Access Requirements contained in Section 15.04.040 Standards for Structural Appearance and Site Location Plans of the Crest Hill Code of Ordinances, and one (1) variation to Landscaping Requirements contained in Section 11.6-2 Screening and Landscaping of the Crest Hill Zoning Ordinance. All requested Variations are listed in attached Exhibit A-2 and relate to the property located at 16825 Churnovic Lane in Crest Hill, Illinois, with PINs 04-30-102-010-0000 and 04-30-102-011-0000.
- E. That the requested variations involve existing non-conforming conditions on the property;
- F. That the application for the variation was properly submitted and notice of the application and the public hearing were properly made;
- G. That no interested parties filed their appearances herein;
- H. That the public hearing was opened and called to order on October 9, 2025, the applicant presented evidence and arguments in support of its application on October 9, 2025.
- I. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

J. That the proposed variation, as considered under section 12.6 of the Zoning Ordinance, meets the three (3) standards for the granting of a variation under section 12.6-2 as well as the supplemental considerations set forth in subsections 12.6-2(1)-(8).

THEREFORE, IT IS THE DECISION OF THE PLAN COMMISSION OF THE CITY OF CREST HILL, ILLINOIS, BASED UPON THE EVIDENCE HEARD BY SAME AND ARGUMENTS AND SUGGESTIONS HEARD AT THE PUBLIC HEARING, AND HAVING DULY CONSIDERED THE MANDATES AND STANDARDS AS SET FORTH IN THE CITY OF CREST HILL, ILLINOIS ZONING ORDINANCE FOR THE GRANTING OF VARIANCES, AS FOLLOWS:

1. That the approval of the application of Amazon.com Inc. for multiple variations as listed in attached Exhibit A-2 for property located at 16825 Churnovic Lane in Crest Hill, Illinois, with PINs 04-30-102-010-0000 and 04-30-102-011-0000 was approved and is supported by the evidence adduced;

2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the variations be granted subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Community Development Staff Report for this request.

[Left Intentionally Blank]

Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 9TH Day of October 2025 upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Bill Thomas	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Ken Carroll	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Cheryl Slabozeski	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Gordon Butler	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Marty Flynn	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Commissioner Jeff Peterson	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Commissioner John Stanton	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT A-1
LEGAL DESCRIPTION

PROPERTY ADDRESS: 16825 CHURNOVIC LANE, CREST HILL, IL, 60403

PERMANENT INDEX NO: 04-30-102-010-0000 AND 04-30-102-011-0000

LEGAL DESCRIPTION: LOTS 15 AND 16 IN CREST HILL INDUSTRIAL PARK PLANNED UNIT DEVELOPMENT, PHASE VI, RESUBDIVISION NO. 1, BEING PART OF THE NORTHWEST QUARTER AND THE NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE FINAL PLAT THEREOF RECORDED SEPTEMBER 21, 2016 AS DOCUMENT NUMBER R2016074215, WILL COUNTY, ILLINOIS.

EXHIBIT A-2
LIST OF REQUESTED VARIATIONS

1.) Crest Hill Zoning Ordinance (ZO) Section 11.6-2 Screening and Landscaping

- A landscape island shall be provided at the end of each parking row. The interior of a parking lot with more than twenty (20) cars shall include interior landscape islands at a ratio of one (1) landscape island for every twenty (20) parking spaces or fraction thereof. They shall be evenly dispersed throughout the parking area. The existing required internal parking lot landscape islands in the north parking lot will be replaced with pedestrian sidewalk improvements.

2.) Crest Hill Code of Ordinances Section 15.04.040 Standards for Structural Appearance and Site Location Plans, (I) Requirements:

- (8) Access. Vehicular ingress and egress points (curb cuts) to/from the site shall be no less than 50' from any street intersection (as measured from the property corner to the nearest side of the curb cut) nor closer than 75' to another curb cut on the same street. Curb cut widths shall be no less than 20' nor more than 30' in width. No more than two curb cuts per site shall be permitted. The maximum permitted width of a proposed relocated commercial driveway on Lidice Parkway will be increased from 30-feet to approximately 71-feet.

EXHIBIT B

October 9, 2025, Community Development Department Staff Report

EXHIBIT C

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Crest Hill, Illinois ("**City**"):

WHEREAS, AMAZON.COM INC. (the "**Applicant**") is the tenant of that certain real property commonly known as 16825 Churnovic Lane in Crest Hill, Illinois, with PINs: 04-30-102-010-0000 and 04-30-102-011-0000 (the "Subject Property") and has applied for and been granted certain variations from the City of Crest Hill Zoning Ordinance and City of Crest Hill Code of Ordinances; and

WHEREAS, Ordinance No. _____, approved and passed by the Crest Hill City Council on November 3, 2025, ("the **Ordinance**"), approved certain variations to the Crest Hill Zoning Ordinance and City of Crest Hill Code of Ordinances, subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Community Development Staff Report for this request; and

WHEREAS, Section 4 of the Ordinance provides, among other things, that the Ordinance shall not take effect, and subject to repeal unless and until the Applicant has executed, within 60 days following the passage of the Ordinance, this Unconditional Agreement and Consent to accept and abide by all the terms, conditions, and limitations set forth in the Ordinance.

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

1. The Applicant hereby unconditionally agrees to, accepts, consents to, and will abide by all terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Applicant acknowledges that all required public notices and hearings have been properly given and held with respect to the application process and passage of the Ordinance, understands and has considered the possibility of revocation or repeal of the Ordinance as a result of violation of its terms or failure to abide by the conditions set forth in the Ordinance, and agrees, covenants and warrants that it will not challenge any such revocation on the basis of any procedural infirmity or a denial of any procedural right, provided that the City will provide the Applicant with written notice of the City's intent to Repeal or Revoke the Ordinance.
3. The Applicant acknowledges and agrees that the City shall not be in any way liable for any damages or injuries that may be sustained as a result of the City's granting of the Variations or its passage of the Ordinance, and that the City's approvals do not, and will not, in any way be deemed to insure the Applicant against damage or injury of any kind at any time.
4. The Applicant hereby agrees to release, defend, indemnify and hold harmless the City of Crest Hill, its corporate authorities, elected and appointed officials, officers, employees, agents, representatives, and attorneys from any and all claims that may, at any time, be asserted against them in connection with (a) the City's review and approval of any plans and issuance of any

permits, (b) the City's passage of the Ordinance, and (c) the maintenance and use of the Property as authorized by the Ordinance.

5. The undersigned is an authorized representative of the Applicant duly authorized and empowered to execute this Unconditional Agreement and Consent on behalf of the Applicant.

[Signature page to follow]

APPLICANT: AMAZON.COM INC.

By: _____

Its: _____

SUBSCRIBED and **SWORN** to before me
this _____ day of _____, 2025.

Notary Public

MINUTES OF THE CREST HILL PLAN COMMISSION

The October 9, 2025, Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Cheryl Slabozeski, Commissioner Gordon Butler, Commissioner Jeff Peterson, Commissioner John Stanton.

Also present were: Community Development Consultant Ron Mentzer, City Planner Atefa Ghaznawi, City Attorney Mike Stiff, Executive Secretary Samantha Tilley.

Absent were: Commissioner Marty Flynn, Community & Economic Development Director Dan Ritter.

Chairman Thomas excused Commissioner Flynn from tonight's meeting.

Chairman Thomas introduced the new City Planner, Atefa Ghaznawi, and the Community Development Consultant Ron Mentzer.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Plan Commission meeting held on June 12, 2025, for Commission approval.

(#1) Motion by Commissioner Peterson seconded by Commissioner Carroll, to approve the minutes from the Plan Commission meeting held on June 12, 2025.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Stanton.

ABSENT: Commissioner Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number V-25-2-9-1, request of Amazon.com Inc. for the approval of a variation from Section 15.04.040 of the City of Crest Hill Code of Ordinance that would increase the maximum permitted width of a proposed relocated commercial driveway on Lidice Parkway from 30-feet to approximately 71-feet, and a variation from Section 11.6-2 of the Crest Hill Zoning Ordinance that would allow existing required internal parking lot landscape islands to be replaced with pedestrian sidewalk improvements for the 26.63-acre, M-1 Limited Manufacturing District zoned property located at 16825 Churnovic Lane, in Crest Hill.

Chairman Thomas asked if the paperwork was in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number V-25-2-9-1.

(#2) Motion by Commissioner Butler seconded by Commissioner Peterson, to open a public hearing on case number V-25-2-9-1.

On roll call, the vote was:

AYES: Commissioners Butler, Peterson, Stanton, Carroll, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:04 p.m.

Chairman Thomas asked the Community Development Consultant Ron Mentzer to present the specifics on this case.

Consultant Ron Mentzer presented the case. He explained that city staff have been working with Amazon since spring on this proposal. The project has two main goals: minimizing unnecessary truck traffic on public roads located adjacent to the Amazon property by improving internal truck circulation on the site and improving on-site pedestrian safety.

Consultant Mentzer described the property as approximately twenty-seven acres, bounded by Division Street on the north, Lidice Parkway on the south, Churnovic Lane on the west, and Enterprise on the east.

Currently, there is no internal site connection between the truck dock areas on the east and west sides of the building. Amazon proposes connecting these areas with a new driveway along the south side of the building.

To accomplish this, Amazon needs to relocate the existing access drive at the southeast corner of the site, which currently provides truck access to Lidice Parkway. A guard shack controlling access to that side of the building would also be relocated. The existing driveway is eighty feet in width, which is nonconforming with city requirements that limit commercial driveways to thirty feet. Amazon is requesting a variance to rebuild the relocated driveway at 71 feet width, which is narrower than the current 80-foot width but still exceeds the 30-foot requirement.

The second variance involves removing landscaping from internal parking lot islands in the northern parking lot and replacing it with sidewalk improvements to enhance pedestrian access and safety for employees. This would involve removing 35-36 existing trees, but Amazon proposes planting more than one hundred new trees on the site, with many located around the perimeter of the northern parking lot to buffer and soften the view from adjacent roadways and the Carillon Lakes neighborhood.

Consultant Mentzer stated that staff recommend approval of the variations based on findings outlined in the staff report, noting that the City Engineer had no issues with the proposed design.

Chairman Thomas asked the representatives in attendance for Amazon, if they would like to approach the podium and be sworn in.

Andrew Obrzut, representing Amazon, provided additional details. He emphasized that the goal of the project is to improve safety for staff, faculty, and the surrounding community. He described the two improvements:

1. Connecting the east and west truck yards with a southern circulatory drive to keep truck traffic within the facility rather than on exterior roadways, which would mitigate queuing on public roads.
2. Moving to the southeast, access is approximately forty feet to the east to allow trucks to exit safely onto roadways.

Mr. Obrzut also noted that an existing access drive located at the southwest corner of the site would be removed, focusing access on existing drives to the northeast/northwest and southeast.

Regarding the improvement of the northern parking lot, Mr. Obrzut explained that the goal is to improve safety for faculty members as they walk from their vehicles to the building. Currently, people often walk through the parking lot rather than using existing sidewalks and striping. The proposed improvements include new sidewalks in the landscape islands, additional signage, and additional striping to guide people safely to the building.

Chairman Thomas noted that the proposed parking lot modifications would reduce the number of on-site parking spaces but that there would still be more than adequate spaces remaining. Consultant Mentzer confirmed that while there would be a net decrease in parking spaces, the site would still contain more than the minimum number of parking spaces required by the Zoning Ordinance.

Chairman Thomas asked the commissioners if they had any questions.

Commissioner Carroll asked if the guard house was new and it was stated that it was, in the last year.

Chairman Thomas asked if anyone in the audience would like to make a public comment. There were none.

Chairman Thomas asked for a motion to close the public hearing on case number V-25-2-9-1.

(#3) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to close the public hearing on case number V-25-2-9-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Butler, Stanton, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:17 p.m.

Chairman Thomas commented that it was fitting that the meeting was taking place in October, as Amazon had moved into this building in October 2017, eight years ago. He commended Amazon for proposing improvements that would make their operation more efficient and reduce traffic on Enterprise Drive, which has become extremely busy.

Chairman Thomas asked for a motion to approve the recommendation of case number V-25-2-9-1, the request of Amazon.com Inc. for the approval of a variation from Section 15.04.040 of the City of Crest Hill Code of Ordinance that would increase the maximum permitted width of a proposed relocated commercial driveway on Lidice Parkway from 30-feet to approximately 71-feet, and a variation from Section 11.6-2 of the Crest Hill Zoning Ordinance that would allow existing required internal parking lot landscape islands to be replaced with pedestrian sidewalk improvements for the 26.63-acre, M-1 Limited Manufacturing District zoned property located at 16825 Churnovic Lane, in Crest Hill.

(#4) Motion by Commissioner Carroll seconded by Commissioner Peterson, to approve the recommendation of case number V-25-2-9-1, the request of Amazon.com Inc. for the conditional approval of a variation from Section 15.04.040 of the City of Crest Hill Code of Ordinance that would increase the maximum permitted width of a proposed relocated commercial driveway on Lidice Parkway from 30-feet to approximately 71-feet, and a variation from Section 11.6-2 of the Crest Hill Zoning Ordinance that would allow existing required internal parking lot landscape islands to be replaced with pedestrian sidewalk improvements for the 26.63-acre, M-1 Limited Manufacturing District zoned property located at 16825 Churnovic Lane, in Crest Hill subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Plan Commission Staff Report for Case # V-25-2-9-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Stanton, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

Chairman Thomas congratulated Amazon.com Inc. and informed the applicant that the Plan Commission is only a recommendation body and that the recommendation will be forwarded to the City Council to would hear their case and have an official vote.

Chairman Bill Thomas presented case number V-25-3-10-1, request of Ruben and Clara Miranda seeking approval of a variation from Section 8.3-8 of the City of Crest Hill Zoning Ordinance that would increase the height of a new fence from 4-feet to 6-feet; decrease the required setback from 5-feet to 0-foot; and change the fence type from open to solid at the corner side yard, for a total length of 88-feet for the 9,291 Sq-Ft, R-1 Single-Family Residence District zoned property located at 2400 Waterford Drive, in Crest Hill.

Chairman Thomas asked if the paperwork was in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number V-25-3-10-1.

(#5) Motion by Commissioner Stanton seconded by Commissioner Peterson, to open a public hearing on case number V-25-3-10-1.

On roll call, the vote was:

AYES: Commissioners Stanton, Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:24 p.m.

Chairman Thomas asked the City Planner Atefa Ghaznawi to present the specifics on this case.

City Planner Atefa Ghaznawi presented the case. She explained that the subject property is a single-family residence on a corner lot at the southeast corner of Gaylord Road and Waterford Drive, facing Waterford Drive. The house was built in 1994, and the applicants have owned and lived there since that time.

The applicants are proposing to replace an existing fence with a total length of 256 feet throughout their property, eighty-eight feet of which is located on the corner side yard. The existing fence is a 6-foot solid wooden fence with no setbacks that is over 30 years old and has significantly deteriorated due to age, with rotted posts and decaying panels. The new fence would match the existing one and would be a 6-foot solid vinyl fence in white.

To install the new fence on the corner side yard as proposed, the applicants are requesting approval of three variations:

1. Increasing the fence height from a maximum of four feet to six feet
2. Changing the fence type from a 50% open design to solid
3. Reducing the setback from a minimum of five feet to zero feet

City Planner Ghaznawi noted that of the total 256 feet of fence, 168 feet located on the rear and side yards meet the requirements, while the remaining eighty-eight feet on the corner side yard requires the variation.

Staff believe the proposed fence will partially buffer the property from noise and air pollution from the heavily traveled Gaylord Road and will enhance privacy and security. The fence will be consistent with neighboring properties and preserve the established appearance of the neighborhood. Staff recommend approval of the variation request, considering it reasonable and acceptable given the unique orientation of the property and the homeowner's safety and health concerns associated with adjacent Gaylord Road.

Chairman Thomas asked the representatives in attendance for this case to approach the podium and be sworn in.

Dayanara Miranda, speaking on behalf of her father Ruben Miranda, stated that her father has been a resident of Crest Hill for over 30 years. She explained that the current fence is a solid wood 6-

foot-tall fence with no setbacks that was installed over 30 years ago and has significantly deteriorated. She noted that all neighboring properties along Gaylord Road, including those on corner lots, have replaced their fences in recent years with 6-foot fences with no setbacks. Dayanara stated they are requesting three variations, which are increasing the fence height from a maximum of four feet to six feet, changing the fence type from a 50% open design to solid, reducing the setback from a minimum of five feet to zero feet.

Dayanara explained that a 6-foot fence is appropriate and necessary for several reasons:

1. Noise reduction from the busy Gaylord Road
2. Security, as a taller fence, is more difficult to climb.
3. Privacy from pedestrians and passing vehicles.
4. Consistency with neighboring properties
5. Continuity with the established look of the neighborhood.

Chairman Thomas asked the commissioners if they had any questions.

Commissioner Peterson commented that the Miranda family does need a new fence and that it would match everything else in the neighborhood.

Commissioner Carroll confirmed that the entire 256 feet of fence would be six feet tall, closed, and white vinyl.

Chairman Thomas asked if anyone in the audience would like to make a public comment.

Manuel Cueva, a resident, approached the podium and was sworn in. Mr. Cueva spoke in favor of the application, stating that Gaylord Road is very busy but that the Mirandas keep their property very clean and organized. He stated that the new fence would be a positive addition to the house and neighborhood, as it would align with other properties.

Chairman Thomas asked for a motion to close the public hearing on case number V-25-3-10-1.

(#6) Motion by Commissioner Peterson seconded by Commissioner Butler, to close the public hearing on case number V-25-3-10-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Butler, Slabozeski, Carroll, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:33 p.m.

Chairman Thomas stated that when considering variations, one of the most important factors is whether there is a unique situation. He remarked that having a 30-year-old fence still standing qualified as unique. He agreed with Manuel that the Mirandas keep their property looking good

and are seeking to make it look even better. He thanked them for being loyal Crest Hill residents for over 30 years.

Chairman Thomas pointed out that the fence is on the lot line and over a public utility and drainage easement. He explained that while this is allowable, the utility company or city would have the right to remove the fence if they needed to do work in that area and would not be required to replace it. The agreement would include an acknowledgment of this condition.

Chairman Thomas asked for a motion to approve the recommendation of case number V-25-3-10-1, the request of Ruben and Clara Miranda seeking approval of a variation from Section 8.3-8 of the City of Crest Hill Zoning Ordinance that would increase the height of a new fence from 4-feet to 6-feet; decrease the required setback from 5-feet to 0-foot; and change the fence type from open to solid at the corner side yard, for a total length of 88-feet for the 9,291 Sq-Ft, R-1 Single-Family Residence District zoned property located at 2400 Waterford Drive, in Crest Hill.

(#7) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to approve the recommendation of case number V-25-3-10-1, the request of Ruben and Clara Miranda seeking conditional approval of a variation from Section 8.3-8 of the City of Crest Hill Zoning Ordinance that would increase the height of a new fence from 4-feet to 6-feet; decrease the required setback from 5-feet to 0-foot; and change the fence type from open to solid at the corner side yard, for a total length of 88-feet for the 9,291 Sq-Ft, R-1 Single-Family Residence District zoned property located at 2400 Waterford Drive, in Crest Hill subject to the project being implemented in substantial conformance with the application documents referenced in the October 9, 2025, Plan Commission Staff Report for Case # V-25-3-10-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED.

The recommendation will be forwarded to the City Council for their meeting on Monday, October 27, 2025, at 7:00 PM.

Chairman Thomas noted that in working on this case, it became apparent that there is confusion in the ordinance regarding fencing on side yards and backyards. He requested that city staff include this subject in their ongoing review of the zoning ordinance to better clarify the need for variances in the future.

OTHER BUSINESS: Chairman Thomas explained that at the June 12th Plan Commission meeting, a slate of officers was nominated for the next year (Bill Thomas as Chairman, Ken Carroll as Vice Chairman, and Cheryl Slabozeski as Secretary), but the meeting was adjourned before a vote could be taken.

Chairman Thomas asked for a roll call to ratify the slate of officers nominated at the June 12th meeting (Bill Thomas as Chairman, Ken Carroll as Vice Chairman, and Cheryl Slabozeski as Secretary).

Attorney Stiff explained that there is no motion but just a roll call vote to ratify the action already taken on June 12, 2025.

The vote was:

AYES: Commissioners Peterson, Stanton, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#8) Motion by Commissioner Peterson seconded by Commissioner Stanton, to adjourn the October 9, 2025, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Peterson, Stanton, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Flynn.

There being six (6) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 7:42 p.m.

As approved this _____ day of _____, 2025.

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

Report Criteria:

Detail report type printed

[Report]. Check Issue Date = 10/25/2025,11/04/2025

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
26	Aflac	810720	Octo AFLAC 10-2025	10/26/2025	2,668.76	2,668.76	25265	11/04/2025	1025	01002439
Total 26:					2,668.76	2,668.76				
46	Republic Ser	0721-008633	OCT 2025 MONTHLY S	10/20/2025	121,004.86	121,004.86	25328	11/04/2025	1025	80005300
Total 46:					121,004.86	121,004.86				
82	Vestis	6030458539	UNIFORMS FOR STP	10/15/2025	24.29	24.29	25347	11/04/2025	1025	07075344
		6030458539	UNIFORMS FOR WATE	10/15/2025	12.96	12.96	25347	11/04/2025	1025	07065344
		6030458542	UNIFORMS FOR FLEE	10/15/2025	12.73	12.73	25347	11/04/2025	1025	01035344
		6030458542	UNIFORMS FOR STRE	10/15/2025	42.03	42.03	25347	11/04/2025	1025	01035344
		6030458542	MATS FOR PUBLIC WO	10/15/2025	28.58	28.58	25347	11/04/2025	1025	01045300
		6030458542	UNIFORMS FOR BUILD	10/15/2025	12.78	12.78	25347	11/04/2025	1025	01045344
		6030458542	UNIFORMS FOR STP	10/15/2025	13.18	13.18	25347	11/04/2025	1025	07075344
		6030460567	UNIFORMS FOR STP	10/22/2025	24.29	24.29	25347	11/04/2025	1025	07075344
		6030460567	UNIFORMS FOR WATE	10/22/2025	12.96	12.96	25347	11/04/2025	1025	07065344
		6030460570	UNIFORMS FOR FLEE	10/22/2025	12.73	12.73	25347	11/04/2025	1025	01035344
		6030460570	UNIFORMS FOR STRE	10/22/2025	63.70	63.70	25347	11/04/2025	1025	01035344
		6030460570	MATS FOR PUBLIC WO	10/22/2025	28.58	28.58	25347	11/04/2025	1025	01045300
		6030460570	UNIFORMS FOR BUILD	10/22/2025	12.78	12.78	25347	11/04/2025	1025	01045344
		6030460570	UNIFORMS FOR STP	10/22/2025	13.18	13.18	25347	11/04/2025	1025	07075344
Total 82:					314.77	314.77				
102	AT&T 831-00	0435127015	FIBER INTERNET EAS	10/19/2025	2,503.11	2,503.11	25271	11/04/2025	1025	01065350
Total 102:					2,503.11	2,503.11				
103	AT&T 831-00	1060458015	INTERNET SERVICE W	10/19/2025	176.93	176.93	25272	11/04/2025	1025	07065301
Total 103:					176.93	176.93				
177	Joe Brown	Clothing Allo	FY 26 CLOTHING REIM	10/18/2025	392.35	392.35	25303	11/04/2025	1025	07084107
Total 177:					392.35	392.35				
195	Concentric In	0277649	WASTEWATER SCADA	10/20/2025	2,509.81	2,509.81	25281	11/04/2025	1025	07085301
Total 195:					2,509.81	2,509.81				
215	Carus Corpor	SLS 1012396	POLYPROPYLENE	10/17/2025	17,526.00	17,526.00	25276	11/04/2025	1025	07085421
Total 215:					17,526.00	17,526.00				
361	Conte Paving	Permit Refun	PERMIT FEE REIMBUR	10/16/2025	500.00	500.00	25283	11/04/2025	1025	01003221
Total 361:					500.00	500.00				
526	FedEx	9-012-70629	FEDEX EXPRESS SER	10/01/2025	10.85	10.85	25291	11/04/2025	1025	01025310
Total 526:					10.85	10.85				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
535	The Fields on	5457	TREES FOR THE 50/50	10/25/2025	3,575.00	3,575.00	25339	11/04/2025	1025	01035300
Total 535:					3,575.00	3,575.00				
610	Grainger	9685979149	HYDRAULIC OIL	10/23/2025	208.04	208.04	25293	11/04/2025	1025	07085366
Total 610:					208.04	208.04				
638	Harmonic De	15784	FLEET- UNIT # 921 DE	10/14/2025	200.00	200.00	25295	11/04/2025	1025	01075400
Total 638:					200.00	200.00				
640	Hawkins Inc	7226775	SULFUR DIOXIDE & C	10/15/2025	250.00	250.00	25296	11/04/2025	1025	07065421
		7226775	SULFUR DIOXIDE & C	10/15/2025	250.00	250.00	25296	11/04/2025	1025	07085421
		7234935	WATER CHEMICALS	10/21/2025	2,225.79	2,225.79	25296	11/04/2025	1025	07065421
Total 640:					2,725.79	2,725.79				
644	Core & Main	W904521	WARRANTY	10/17/2025	2,000.00	2,000.00	25284	11/04/2025	1025	07095470
		X904986	METER SUPPLIES	10/10/2025	212.67	212.67	25284	11/04/2025	1025	07095470
Total 644:					2,212.67	2,212.67				
649	Jason Heiss	Meal Reimbu	MEAL EXPENSE-HEIS	10/16/2025	75.00	75.00	25302	11/04/2025	1025	01025343
Total 649:					75.00	75.00				
682	Homer Tree	19128	TREE REMOVAL	09/30/2025	19,000.00	19,000.00	25297	11/04/2025	1025	07075300
Total 682:					19,000.00	19,000.00				
826	JP Morgan C	Chewy Octob	K9 EXPENSE	10/10/2025	97.13	97.13	455	10/25/2025	925	01025346
		Comcast 025	COMCAST WSTP	10/12/2025	379.18	379.18	455	10/25/2025	925	07085301
		Comcast 055	COMCAST 0554632 OC	10/09/2025	243.10	243.10	455	10/25/2025	925	01027500
		Comcast 060	COMCAST WELL #10	10/21/2025	239.80	239.80	455	10/25/2025	925	07065301
		Dunkin Donut	DONUTS FOR WCGL M	10/08/2025	27.49	27.49	455	10/25/2025	925	01105401
		Evident 9-18-	EVIDENT	09/18/2025	462.00	462.00	455	10/25/2025	925	01025400
		Evident Freig	SHOP EVIDENT	09/24/2025	37.74	37.74	455	10/25/2025	925	01025400
		Fairfield Inn 0	TRAVEL EXPENSE-CA	09/23/2025	305.76	305.76	455	10/25/2025	925	01025342
		Fast Printing	MAP PRINTING	10/10/2025	29.00	29.00	455	10/25/2025	925	01035321
		FedEX 09-22	FED EX	09/22/2025	16.07	16.07	455	10/25/2025	925	01025310
		Holiday Inn L	KIKKERT-SCHMECKPE	09/19/2025	140.44	140.44	455	10/25/2025	925	01025342
		IACP Ed Clar	IACP 2025 CONFEREN	10/02/2025	600.00	600.00	455	10/25/2025	925	01025345
		ICC Confere	ICC CONFERENCE PA	09/11/2025	800.00	800.00	455	10/25/2025	925	01165341
		ICC Confere	ICC CONFERENCE PA	09/11/2025	800.00	800.00	455	10/25/2025	925	01165341
		ILPERLA B.	IPELRA MEMBERSHIP	09/15/2025	76.67	76.67	455	10/25/2025	925	01105300
		IML Hyatt C.	IML ANNUAL CONFER	09/21/2025	1,151.16	1,151.16	455	10/25/2025	925	01015341
		IML Hyatt J.	IML ANNUAL CONFER	09/20/2025	767.44	767.44	455	10/25/2025	925	01015341
		IML Hyatt J.	IML ANNUAL CONFER	09/20/2025	968.46	968.46	455	10/25/2025	925	01015341
		IML Hyatt M.	IML ANNUAL CONFER	09/21/2025	968.46	968.46	455	10/25/2025	925	01015341
		IML Hyatt N.	IML ANNUAL CONFER	09/21/2025	1,177.26	1,177.26	455	10/25/2025	925	01015341
		IML Hyatt S.	IML ANNUAL CONFER	09/20/2025	799.62	799.62	455	10/25/2025	925	01015341
		IML Hyatt T.	IML ANNUAL CONFER	09/21/2025	1,151.16	1,151.16	455	10/25/2025	925	01015341
		IML Registrat	IML REGOISTRATION-J	09/18/2025	375.00	375.00	455	10/25/2025	925	01015341
		IPass 10-02-	TOLL REPLENISH	10/02/2025	20.00	20.00	455	10/25/2025	925	01075300
		IPELRA B. W	IPELRA TRAINING FOR	09/15/2025	595.00	595.00	455	10/25/2025	925	01105341
		IPERLA Cred	CREDIT FOR IPELRA C	08/30/1906	100.00-	100.00-	455	10/25/2025	925	01105341

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		Joliet Chamb	ILLINOIS BUDGET LUN	09/19/2025	35.00	35.00	455	10/25/2025	925	01125341
		Metra Mobile	BLAINE WING METRA	09/17/2025	13.50	13.50	455	10/25/2025	925	01105341
		Microsoft G1	OFFICE 365 +1	10/05/2025	106.44	106.44	455	10/25/2025	925	01065301
		Microsoft G1	VISIO	10/09/2025	36.00	36.00	455	10/25/2025	925	01065300
		Microsoft G1	EXCHANGE	10/10/2025	8.40	8.40	455	10/25/2025	925	01065300
		OfficeMax 9-	OFFICE CHAIR	09/25/2025	330.91	330.91	455	10/25/2025	925	01027500
		Pay By Phon	BLAINE WING PARKIN	09/17/2025	3.84	3.84	455	10/25/2025	925	01105341
		PE License R	CITY ENGINEER PE R	09/24/2025	127.81	127.81	455	10/25/2025	925	01035341
		Potsolve Oct	OCTOBER 2025	10/16/2025	210.90	210.90	455	10/25/2025	925	01065300
		Taylor Securit	KEYPER SYSTEM TAM	10/03/2025	45.32	45.32	455	10/25/2025	925	01025310
Total 826:					13,046.06	13,046.06				
846	Kimball Midw	103837581	GASKETS	10/14/2025	140.64	140.64	25308	11/04/2025	1025	07085366
		103840442	BUILDING MAINTENAN	10/15/2025	495.91	495.91	25308	11/04/2025	1025	01045400
Total 846:					636.55	636.55				
956	McMaster Ca	54150203	FLEET- BRINE SYSTE	10/22/2025	758.39	758.39	25313	11/04/2025	1025	01075400
Total 956:					758.39	758.39				
961	Menards	95656	BUILDING MAINTENAN	10/21/2025	13.08	13.08	25314	11/04/2025	1025	01045400
		95762	EAST STP SUPPLIES	10/23/2025	297.92	297.92	25314	11/04/2025	1025	07085366
Total 961:					311.00	311.00				
986	Allegra Joliet	141252	#10 WINDOW ENVELO	08/28/2025	285.38	285.38	25268	11/04/2025	1025	01105321
Total 986:					285.38	285.38				
995	Monroe Truc	347275	FLEET- UNIT #35 CRA	10/24/2025	396.97	396.97	25315	11/04/2025	1025	01075400
Total 995:					396.97	396.97				
1058	Nicor 94-96-3	September 2	WSTP NICOR GAS	10/08/2025	55.27	55.27	25320	11/04/2025	1025	07085350
Total 1058:					55.27	55.27				
1059	Nicor 39-52-5	September 2	WELL #10 NICOR GAS	10/07/2025	59.44	59.44	25319	11/04/2025	1025	07065350
Total 1059:					59.44	59.44				
1115	Patriot Pave	3171	2024 MFT CRACK FILLI	10/08/2025	43,660.00	43,660.00	25324	11/04/2025	1025	05005300
		3172	2025 MFT CRACK FILLI	10/08/2025	44,845.00	44,845.00	25324	11/04/2025	1025	05005300
Total 1115:					88,505.00	88,505.00				
1126	Richard Pece	Clothing Allo	FY 26 CLOTHING REIM	10/24/2025	64.78	64.78	25329	11/04/2025	1025	01044107
		Clothing Allo	FY 26 CLOTHING REIM	10/27/2025	64.78	64.78	25329	11/04/2025	1025	01044107
Total 1126:					129.56	129.56				
1174	PreCise MR	IN200-20085	FLEET- PUBLIC WORK	10/22/2025	432.00	432.00	25326	11/04/2025	1025	01035300
Total 1174:					432.00	432.00				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
1188	P.T. Ferro	Pay App 2 Fi	2025 STREET REHAB	10/21/2025	253,812.30	253,812.30	25323	11/04/2025	1025	13007640
Total 1188:					253,812.30	253,812.30				
1196	R&R Septic	25-2857	PUMP TRUCK TO MOV	10/21/2025	750.00	750.00	25327	11/04/2025	1025	07085373
		25-2920	PUMP TRUCK TO MOV	10/28/2025	750.00	750.00	25327	11/04/2025	1025	07085373
Total 1196:					1,500.00	1,500.00				
1215	David Reavis	Meal Reimbu	MEAL EXPENSE-REAVI	10/16/2025	60.00	60.00	25287	11/04/2025	1025	01025343
Total 1215:					60.00	60.00				
1283	SEECO Con	20021	CONSTRUCTION MAT	10/02/2025	1,175.00	1,175.00	25331	11/04/2025	1025	35007512
Total 1283:					1,175.00	1,175.00				
1289	Service Indus	145751	FIRE HOSE	10/16/2025	278.00	278.00	25332	11/04/2025	1025	01035400
Total 1289:					278.00	278.00				
1302	Shorewood H	01-491182	FLEET- TRASH PUMP	10/24/2025	148.16	148.16	25333	11/04/2025	1025	01075400
Total 1302:					148.16	148.16				
1336	Spesia & Tayl	824442	GENERAL CORPORAT	09/23/2025	31,430.00	31,430.00	25336	11/04/2025	1025	01105302
		824492 Gene	GENERAL CORPORAT	10/17/2025	17,385.50	17,385.50	25336	11/04/2025	1025	01105302
		824493 GPW	GPWC/LAKE MICHIGA	10/17/2025	752.50	752.50	25336	11/04/2025	1025	07065332
Total 1336:					49,568.00	49,568.00				
1343	Spring-Green	9806199 Fin	FALL ROOT BUILDER T	10/03/2025	243.00	243.00	25337	11/04/2025	1025	01045300
Total 1343:					243.00	243.00				
1362	Joel Steen	Meal Reimbu	MEAL EXPENSE-STEE	10/15/2025	50.00	50.00	25305	11/04/2025	1025	01025343
Total 1362:					50.00	50.00				
1373	Strand Assoc	0230730	SCADA REPARIS WAT	10/13/2025	2,200.00	2,200.00	25338	11/04/2025	1025	07065301
		0230731	GPWC WATER SCADA	10/13/2025	12,500.00	12,500.00	25338	11/04/2025	1025	07065331
		0231050	ON CALL WASTEWATE	10/12/2025	774.66	774.66	25338	11/04/2025	1025	07065331
		0231052	CORRASION CONTRO	10/12/2025	2,143.73	2,143.73	25338	11/04/2025	1025	07065332
		0231053	GPWC RECEIVING ST	10/12/2025	35,010.00	35,010.00	25338	11/04/2025	1025	12007602
		0231054	CIPP WM REHABILITAT	10/12/2025	14,038.24	14,038.24	25338	11/04/2025	1025	12007602
		0231055	CATON FARM WM EXT	10/12/2025	28,686.94	28,686.94	25338	11/04/2025	1025	12007620
		0231056	CATON FARM WM EXT	10/12/2025	3,299.93	3,299.93	25338	11/04/2025	1025	12007620
		0231134	ON CALL WAT	10/13/2025	581.71	581.71	25338	11/04/2025	1025	07065330
		0231135	PFAS STUDY-STRAND	10/13/2025	9,581.54	9,581.54	25338	11/04/2025	1025	07065331
Total 1373:					108,816.75	108,816.75				
1425	Third Millenni	33525	COCH UTILITY BILL RE	10/27/2025	742.63	742.63	25340	11/04/2025	1025	07095321
Total 1425:					742.63	742.63				
1432	Ron Tirapelli	191786	FLEET- UNIT # 938 ALI	10/10/2025	109.95	109.95	25330	11/04/2025	1025	01075400

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		667881	FLEET- UNIT #951 KEY	10/20/2025	40.44	40.44	25330	11/04/2025	1025	01075400
	Total 1432:				150.39	150.39				
1498	Uline	198812845	JERRICAN	10/03/2025	217.60	217.60	25341	11/04/2025	1025	07065332
	Total 1498:				217.60	217.60				
1502	Underground	076788	REPAIR CLAMPS	10/15/2025	1,155.00	1,155.00	25342	11/04/2025	1025	07065430
		076788-01	CLAMPS	10/24/2025	797.00	797.00	25342	11/04/2025	1025	07065430
		076967	WATERMAIN REPAIR	10/22/2025	139.00	139.00	25342	11/04/2025	1025	07065430
	Total 1502:				2,091.00	2,091.00				
1503	Uni-Max Man	5560	JANITORAL SERVICES	10/16/2025	1,960.00	1,960.00	25343	11/04/2025	1025	01045300
	Total 1503:				1,960.00	1,960.00				
1521	USABlueBoo	INV0086609	STP LAB SUPPLIES	10/23/2025	754.62	754.62	25344	11/04/2025	1025	07085420
	Total 1521:				754.62	754.62				
1548	Verizon Wirel	6124232367	MONTHLY STATEMENT	09/23/2025	1,367.86	1,367.86	25346	11/04/2025	1025	01065350
	Total 1548:				1,367.86	1,367.86				
1563	VSP of Illinoi	823849913 N	VSP 11-2025	10/17/2025	377.96	377.96	25349	11/04/2025	1025	01002438
	Total 1563:				377.96	377.96				
1589	Wescom	20251107	WESCOM DISPATCH S	10/03/2025	24,541.65	24,541.65	25350	11/04/2025	1025	01025307
	Total 1589:				24,541.65	24,541.65				
1629	Work Zone S	68439	OBJECT MARKERS	10/13/2025	146.25	146.25	25351	11/04/2025	1025	05005400
	Total 1629:				146.25	146.25				
1749	AEP Energy	3013134305	STREET LIGHTS - 1 TH	10/03/2025	16,024.51	16,024.51	25264	11/04/2025	1025	01035351
	Total 1749:				16,024.51	16,024.51				
1778	Konica Minolt	9010634434	KONICA PRINTER	10/14/2025	310.98	310.98	25309	11/04/2025	1025	01065301
	Total 1778:				310.98	310.98				
1791	Conor Sween	Meal Reimbu	MEAL EXPENSE-SWEE	10/15/2025	33.57	33.57	25282	11/04/2025	1025	01025343
	Total 1791:				33.57	33.57				
1795	Konica Minolt	566914297	COPIER LEASE	10/17/2025	436.00	436.00	25310	11/04/2025	1025	01065301
	Total 1795:				436.00	436.00				
1879	Nicor 24-47-6	September 2	NICOR MONTHLY STAT	10/07/2025	177.83	177.83	25318	11/04/2025	1025	01105350

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 1879:					177.83	177.83				
1880	Nicor 17-28-8	September 2	POLICE DEPARTMENT	10/07/2025	217.31	217.31	25317	11/04/2025	1025	01105350
Total 1880:					217.31	217.31				
1914	AT&T 831-00	9682537019	AT &T INTERNET LINE	10/07/2025	1,333.64	1,333.64	25273	11/04/2025	1025	01065350
Total 1914:					1,333.64	1,333.64				
1924	V3 Companie	10825165	OAKLAND AVE-PHASE	09/16/2025	28,650.94	28,650.94	25345	11/04/2025	1025	12007620
		10825166	INNERCIRCLE WATER	09/16/2025	775.32	775.32	25345	11/04/2025	1025	12007620
		10925626	OAKLAND AVE-PHASE	10/10/2025	16,897.94	16,897.94	25345	11/04/2025	1025	12007620
		10925627	DIVISION PROFESSIO	10/10/2025	3,813.85	3,813.85	25345	11/04/2025	1025	35005330
		10925628	INNERCIRLCE WATER	10/10/2025	3,496.98	3,496.98	25345	11/04/2025	1025	12007620
Total 1924:					53,635.03	53,635.03				
1953	Amazon Capi	14KR-W9C1-	FLEET- TIRE REPAIR L	10/27/2025	139.73	139.73	25269	11/04/2025	1025	01075400
		14MF-MXYH-	WALL HEATER	10/28/2025	116.94	116.94	25269	11/04/2025	1025	07085365
		1DKC-L4J4-6	BUILDING MAINTENAN	10/23/2025	56.99	56.99	25269	11/04/2025	1025	01045400
		1DKC-L4J4-6	JULIES LOCATE SUPP	10/23/2025	79.98	79.98	25269	11/04/2025	1025	01035318
		1DVW-R64C-	16GB FLASH DRIVES	10/17/2025	25.99	25.99	25269	11/04/2025	1025	01025400
		1HNN-HP1R-	ADMIN SUPPLIES	10/17/2025	247.25	247.25	25269	11/04/2025	1025	01105401
		1KF1-TQPY-	WHITE-OUT, POST-ITS,	10/07/2025	77.23	77.23	25269	11/04/2025	1025	01025401
		1KLC-C1GY-	COMMAND STRIPS	10/10/2025	10.97	10.97	25269	11/04/2025	1025	01115401
		1KLC-C1GY-	AAA BATTERIES MAIL	10/10/2025	11.10	11.10	25269	11/04/2025	1025	01105401
		1KLC-C1GY-	STICKY NOTES POST I	10/10/2025	16.99	16.99	25269	11/04/2025	1025	01115401
		1KLC-C1GY-	AA LITHIUM BATTERIE	10/10/2025	33.98	33.98	25269	11/04/2025	1025	01105401
		1KLC-C1GY-	LEGAL NOTEPADS	10/10/2025	114.45	114.45	25269	11/04/2025	1025	01105401
		1KLC-C1GY-	ID PLASTIC BADGES	10/10/2025	5.69	5.69	25269	11/04/2025	1025	01105401
		1KLC-C1GY-	STICKY NOTES POST I	10/10/2025	16.56	16.56	25269	11/04/2025	1025	01105401
		1KLC-C1GY-	2026 DESK CALENDAR	10/10/2025	17.18	17.18	25269	11/04/2025	1025	01115401
		1KLC-C1GY-	PRMOTIONS/DISCOUN	10/10/2025	4.69-	4.69-	25269	11/04/2025	1025	01105401
		1KLC-C1GY-	SHIPPING/HANDLING	10/10/2025	2.99	2.99	25269	11/04/2025	1025	01105401
		1MT9-LVH6-	GOGGLES (5)	10/16/2025	264.75	264.75	25269	11/04/2025	1025	01025400
		1MYG-DH4Q	FLEET- POLICE VEHIC	10/11/2025	189.76	189.76	25269	11/04/2025	1025	01075400
		1NNR-PTPL-	CALENDARS	10/21/2025	43.16	43.16	25269	11/04/2025	1025	01165401
		1QG7-RCTK-	FACIAL TISSUE	10/17/2025	57.94	57.94	25269	11/04/2025	1025	01045400
		1QG7-RCTK-	CALENDAR	10/17/2025	7.91	7.91	25269	11/04/2025	1025	01035401
		1QG7-RCTK-	PRINTER INK	10/17/2025	104.75	104.75	25269	11/04/2025	1025	07085401
		1QN6-91LW-	PHONE CASE	10/24/2025	27.99	27.99	25269	11/04/2025	1025	01035401
		1QN6-91LW-	PAPER TOWEL DISPE	10/24/2025	78.00	78.00	25269	11/04/2025	1025	01045400
		1QN6-91LW-	NOTE PADS	10/24/2025	37.14	37.14	25269	11/04/2025	1025	01035401
		1QN6-91LW-	CALENDARS	10/24/2025	33.12	33.12	25269	11/04/2025	1025	01045401
		1QN6-91LW-	CALENDARS	10/24/2025	48.94	48.94	25269	11/04/2025	1025	07085401
		1QN6-91LW-	CALENDARS	10/24/2025	51.49	51.49	25269	11/04/2025	1025	01035401
		1QN6-91LW-	PHONE CASE	10/24/2025	3.94	3.94	25269	11/04/2025	1025	01035401
		1R9F-QMMP	LYSOL	10/20/2025	35.76	35.76	25269	11/04/2025	1025	01125401
		1VX6-4PWP-	CHAIRS FOR FINANCE	10/15/2025	1,282.47	1,282.47	25269	11/04/2025	1025	01045360
		1W4F-TTD4-	ALL PURPOSE CLEAN	10/14/2025	27.98	27.98	25269	11/04/2025	1025	01045400
		1W4F-TTD4-	DISINFECTANT CLEAN	10/14/2025	75.99	75.99	25269	11/04/2025	1025	01045400
		1W4F-TTD4-	TOILET PAPER	10/14/2025	266.80	266.80	25269	11/04/2025	1025	01045400
		1W4F-TTD4-	PAPER TOWEL ROLLS	10/14/2025	309.56	309.56	25269	11/04/2025	1025	01045400
		1W4F-TTD4-	PAPER TOWELS	10/14/2025	91.44	91.44	25269	11/04/2025	1025	01045400
		1W4F-TTD4-	STAINLESS STEEL CL	10/14/2025	37.99	37.99	25269	11/04/2025	1025	01045400

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 1953:					4,046.21	4,046.21				
1954	Charles J De	123	ADMINISTRATIVE HEA	10/16/2025	300.00	300.00	25277	11/04/2025	1025	01015300
Total 1954:					300.00	300.00				
1971	Graybar Fina	19239391	PHONE SYSTEM MON	10/26/2025	2,110.85	2,110.85	25294	11/04/2025	1025	01105350
Total 1971:					2,110.85	2,110.85				
1977	AIS Inc	95262	FORTINET SUBSCRIPT	10/15/2025	70,100.82	70,100.82	25266	11/04/2025	1025	01105300
Total 1977:					70,100.82	70,100.82				
1985	SpectrumVol	699988 Nove	SPECTRUM MONTHLY	11/01/2025	528.95	528.95	25335	11/04/2025	1025	01105350
Total 1985:					528.95	528.95				
1992	Vissering Co	WSTP Pay A	WSTP PAY APP 33	10/09/2025	942,920.29	942,920.29	25348	11/04/2025	1025	35007512
Total 1992:					942,920.29	942,920.29				
1999	Operating En	L150.161	CDL TRAINING - B WA	10/28/2025	5,824.00	5,824.00	25322	11/04/2025	1025	01035341
		L150.161	ADDITIONAL COST FO	10/28/2025	208.00	208.00	25322	11/04/2025	1025	01035341
Total 1999:					6,032.00	6,032.00				
2024	Comcast Bus	253949923	COMCAST MONTHLY	10/15/2025	8,333.07	8,333.07	25279	11/04/2025	1025	01065300
Total 2024:					8,333.07	8,333.07				
2035	ILCMA	6479	ILCMA JOB POSTING	10/16/2025	50.00	50.00	25299	11/04/2025	1025	01105300
Total 2035:					50.00	50.00				
2051	Joe Locasto	Meal Reimbu	MEAL REIMBURSEME	10/15/2025	12.52	12.52	25304	11/04/2025	1025	01025343
Total 2051:					12.52	12.52				
2057	Sparkles Ent	Winterfest 20	WINTERFEST FACEPAI	10/15/2025	850.00	850.00	25334	11/04/2025	1025	01108001
Total 2057:					850.00	850.00				
2060	ECOS Syste	1462	KEY BOXES CITY CEN	10/13/2025	622.53	622.53	25290	11/04/2025	1025	01065301
Total 2060:					622.53	622.53				
2063	Zip's Truck E	SO306233	POLICE ROAD FLARE	10/07/2025	679.96	679.96	25352	11/04/2025	1025	01025400
Total 2063:					679.96	679.96				
2073	David Strahl	79	HOURS FOR DAVID ST	10/20/2025	1,968.33	1,968.33	25288	11/04/2025	1025	01105300
		80	HOURS FOR DAVID ST	10/27/2025	1,236.15	1,236.15	25288	11/04/2025	1025	01105300
Total 2073:					3,204.48	3,204.48				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
2153	Lorena Zamu	Meal Reimbu	ZAMUDIO-MEAL REIM	10/10/2025	65.98	65.98	25312	11/04/2025	1025	01025343
Total 2153:					65.98	65.98				
2156	Daniel Kuban	Clothing Allo	FY 26 CLOTHING REIM	09/27/2025	93.95	93.95	25286	11/04/2025	1025	01034107
Total 2156:					93.95	93.95				
2158	Donna Stant	2025.142	SIGN LANGUAGE INTE	10/20/2025	150.00	150.00	25289	11/04/2025	1025	01015300
Total 2158:					150.00	150.00				
2161	Nicholas Hiet	Clothing Allo	FY 26 CLOTHING REIM	10/22/2025	100.84	100.84	25316	11/04/2025	1025	01034107
Total 2161:					100.84	100.84				
2171	Paul Martino	Clothing Allo	FY 26 CLOTHING REIM	10/23/2025	196.19	196.19	25325	11/04/2025	1025	07065344
Total 2171:					196.19	196.19				
2183	Jacob Poor	Travel Reimb	ICC CONFERENCE TR	10/22/2025	417.38	417.38	25301	11/04/2025	1025	01165341
Total 2183:					417.38	417.38				
2188	J.T. Landsca	4484	CITY HALL LANDSCAPI	10/17/2025	412.50	412.50	25300	11/04/2025	1025	01035300
		4484	BROADWAY LANDSCA	10/17/2025	525.00	525.00	25300	11/04/2025	1025	01035300
		4485	PIPE CLEARING AT GA	10/17/2025	950.00	950.00	25300	11/04/2025	1025	01035300
		4486	OAKLAND LANDSCAPI	10/17/2025	2,800.00	2,800.00	25300	11/04/2025	1025	01035300
		Total 2188:					4,687.50	4,687.50		
2191	Kerry McLau	Clothing Allo	FY 26 CLOTHING REIM	10/07/2025	278.18	278.18	25307	11/04/2025	1025	07084107
Total 2191:					278.18	278.18				
2193	Brian Ward	Clothing Allo	FY 26 CLOTHING REIM	10/27/2025	91.97	91.97	25275	11/04/2025	1025	01034107
Total 2193:					91.97	91.97				
2195	Hydro Interna	9000058964	GRIT SYSTEM REPAIR	09/18/2025	5,919.80	5,919.80	25321	11/04/2025	1025	07085366
Total 2195:					5,919.80	5,919.80				
2206	ComEd 0144	October 2025	ELEC. GATEWAY SIGN	10/20/2025	33.69	33.69	25280	11/04/2025	1025	01105350
Total 2206:					33.69	33.69				
2211	Fox Valley Fir	IN00809490	EMERGENCY LIGHT R	10/10/2025	378.00	378.00	25292	11/04/2025	1025	07085366
Total 2211:					378.00	378.00				
2214	Houbolt Roa	667614	UNPAID TOLL	09/18/2025	7.25	7.25	25298	11/04/2025	1025	01025310
Total 2214:					7.25	7.25				
2218	A3 Environm	A3E03055	SPOILS REMOVAL TES	10/15/2025	1,590.00	1,590.00	25263	11/04/2025	1025	01035300

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 2218:					1,590.00	1,590.00				
2219	Chicago Stre	29281	SPOILS REMOVAL TRA	10/13/2025	480.00	480.00	25278	11/04/2025	1025	01035300
Total 2219:					480.00	480.00				
2220	Aleksander S	Clothing Allo	FY 26 CLOTHING REIM	10/11/2025	221.31	221.31	25267	11/04/2025	1025	01034107
		Clothing Allo	FY 26 CLOTHING REIM	10/22/2025	32.71	32.71	25267	11/04/2025	1025	01034107
Total 2220:					254.02	254.02				
2221	BounceBox	Igloo-Winerfe	WINTERFEST IGLOO R	10/17/2025	800.00	800.00	25274	11/04/2025	1025	01108001
Total 2221:					800.00	800.00				
2223	Kramer Tree	34019	TREE PLANTING	10/23/2025	2,920.00	2,920.00	25311	11/04/2025	1025	01035300
Total 2223:					2,920.00	2,920.00				
2224	Joliet Region	120631	JOLIET CHAMBER OF	10/27/2025	550.00	550.00	25306	11/04/2025	1025	01165324
Total 2224:					550.00	550.00				
2225	American Mo	8013	2025 SHREDDING EVE	10/25/2025	425.00	425.00	25270	11/04/2025	1025	01115300
Total 2225:					425.00	425.00				
2226	Dane Dyar	Clothing Allo	FY 26 CLOTHING REIM	10/25/2025	16.99	16.99	25285	11/04/2025	1025	01034107
Total 2226:					16.99	16.99				
Grand Totals:					1,859,638.02	1,859,638.02				

Report Criteria:

Detail report type printed

[Report].Check Issue Date = 10/25/2025,11/04/2025

SPESIA & TAYLOR

MEMO

To: The City of Crest Hill
From: Michael Stiff
Date: November 3, 2025
Re: Cannabis Retailers' Occupation Tax Ordinance

On September 15, the City Council approved Ordinance 2032 amending the City of Crest Hill's Code of Ordinances to include a Cannabis Retailers' Occupation Tax. Attached to this memorandum is Dan Ritter's September 8, 2025, Council Memo from the work session discussion on this topic. As Dan's memo states, the Ordinance needed to be received by the Department of Revenue before October 1 to be effective as of January 1, 2026.

IDOR received the certified copy of Ordinance 2032 by the October 1, deadline and acknowledged receipt. However, the Department did not like the fact that the definition of Cannabis was not the most recently amended version in the Cannabis Regulation and Tax Act. Additionally, IDOR did not like the fact that the effective date was the January 1st following passage rather than the specific date of January 1, 2026. Finally, even though the Ordinance indicated that IDOR would collect the tax, the Department wanted specific additional language.

The City received confirmation from IDOR that the department had received the Ordinance and will consider it as effective January 1, 2026, but requested that the cleanup items they requested by changed and the new ordinance passed and submitted before December 1, 2025.

Since this matter has already been discussed at a work session, and passed at a regular meeting, we decided to bring this to the Council directly for approval tonight rather than bring it to another work session first, especially when the changes were very minor,

So, the changes are as follows:

- Rather than having to constantly change the definition of Cannabis every time the legislature changes it in the Cannabis Regulation and Tax Act, the definition in the Crest Hill Ordinance simply defines Cannabis by whatever the current definition is in the state statute.
- Section 3.22.030 was changed to allow the tax to be separated on a retailer's tax forms to IDOR.
- Section 3.22.040 regarding administration by IDOR was added with the specific language requested by the Department.
- IDOR wanted language directing the City Clerk to file a certified copy with IDOR.
- The effective date is stated to be January 1, 2026.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 3 OF THE
CITY OF CREST HILL CODE OF ORDINANCES ADOPTING A
MUNICIPAL CANNABIS RETAILERS' OCCUPATION TAX**

WHEREAS, the Corporate Authorities of the City of Crest Hill have the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, the State of Illinois adopted the Cannabis Regulation and Tax Act, 410 ILCS 705/1-1 et seq ("Act"), which legalizes the possession, use, cultivation, transportation, and sale of recreational cannabis beginning January 1, 2020; and

WHEREAS, as part of the Act, the State passed the Illinois Municipal Cannabis Retailers' Occupation Tax Law, 65 ILCS 5/8-11-23 et seq., which grants authority to the City to adopt up to a three percent tax on the gross receipts from all sales of cannabis in the City except for the sales of cannabis pursuant to the Compassionate Use of Medical Cannabis Program Act; and

WHEREAS, the Municipal Cannabis Retailers' Occupation Tax is both equitable to the taxpayers and beneficial to the City as it provides new revenue, including from non-residents of the City, to offset new expenditures arising from the legalization of recreational cannabis and to otherwise improve the City; and

WHEREAS, the Corporate Authorities have determined that a Municipal Cannabis Retailers' Occupation Tax be imposed on all persons engaged in the business of selling cannabis, other than cannabis purchased under the Compassionate Use of Medical Cannabis Program Act, at retail in the municipality at the rate of 3% on the gross receipts from these sales made in the course of that business; and

WHEREAS, the Corporate Authorities previously passed Ordinance 2032 adopting a Municipal Cannabis Retailers' Occupation Tax; and

WHEREAS, the Department of Revenue has received and accepted Ordinance 2032 but has requested certain amendments to the Crest Hill Municipal Cannabis Retailers' Occupation Tax Ordinance; and

WHEREAS, the Corporate Authorities have determined that it is in the best interest of the City and the public to amend the City of Crest Hill City Code of Ordinances ("City Code") which adopted Municipal Cannabis Retailers' Occupation Tax as set forth in this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1: The City Council hereby finds that all the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: Amendment to Title 3. Title 3 of the City Code, titled “Revenue and Finance,” shall be and is hereby amended to add a new Chapter 3.22, as follows:

Chapter 3.22: MUNICIPAL CANNABIS RETAILERS’ OCCUPATION TAX

Section

3.22.010	Definition
3.22.020	Tax Imposed
3.22.030	Collection
3.22.040	Administration By Illinois Department Of Revenue

§3.22.010 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning;

CANNABIS. Cannabis, for purposes of this Chapter, shall have the meaning contained in 410 ILCS 705/1-10, which definition is incorporated herein by reference.

CANNABIS RETAILER. All persons or businesses engaged in selling cannabis at retail.

§3.22.020 TAX IMPOSED.

Pursuant to Section 8-11-23 of the Illinois Municipal Code, 65 ILCS 5/8-11-23, a tax is hereby imposed upon all cannabis retailers that sell cannabis in the City at the rate of three percent (3.0%) of the gross receipts from sales made in the course of business other than those sales made under the *Compassionate Use of Medical Cannabis Program Act*. Such tax shall be in addition to any and all other surcharges or taxes which may be legally imposed by the City or any other taxing authority, including federal, state, county, and regional public bodies.

§3.22.030 COLLECTION.

Persons subject to any tax imposed under the authority granted in Section 8-11-23 of the Illinois Municipal Code may reimburse themselves for their seller's tax liability hereunder by separately stating that tax as an additional charge, which charge may be stated in combination, in a single amount, with any State tax that sellers are required to collect.

§3.22.040 ADMINISTRATION BY ILLINOIS DEPARTMENT OF REVENUE.

The tax imposed under Section 8-11-23 and all civil penalties that may be assessed as an incident of the tax shall be collected and enforced by the Department of Revenue. The Department of Revenue shall have full power to administer and enforce Section 8-11-23; to collect all taxes and penalties due under Section 8-11-23; to dispose of taxes and penalties so collected as provided in Section 8-11-23; and to determine all rights to credit memoranda arising on account of the erroneous payment of tax or penalty under Section 8-11-23.

SECTION 3: The 3% tax imposed by this Ordinance shall be effective January 1, 2026.

SECTION 4: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 5: That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 6: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 7: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

SECTION 8: The City Clerk is hereby directed to file a certified copy of this Ordinance with the Illinois Department of Revenue.

[Left Intentionally Blank]

PASSED THIS 3RD DAY OF NOVEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 3RD DAY OF NOVEMBER, 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



Agenda Memo

Crest Hill, IL

Meeting Date:	November 3, 2025
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	Request to Create a Communications Committee

Summary: The City does not currently have a communications plan or staff member; however, we are in the process of updating several significant communications tools, including the City's website and newsletter. With quick deadlines from our vendors, it is important to be able to respond within a few days, thus having the ability to get comments and feedback from two (2) Council members would be very helpful.

Recommended Council Action: Approve the Communication Committee.

Financial Impact:

Funding Source: No

Budgeted Amount: No

Cost: No

COMMITTEES/LIAISONS

1) Beautification	Alderman Scott Dyke Alderman Angelo Deserio
2) Economic Development	Alderwoman Claudia Gazal Mayor Ray Soliman
3) Events Committee	Alderwoman Claudia Gazal Alderman Darrell Jefferson
4) Veterans/Police Memorial	Mayor Ray Soliman
5) Lidice Memorial	Alderperson Tina Oberlin
6) Lockport Township Park District Liaison	Alderman Joe Kubal
7) Forest Preserve District Liaison	Alderman Nate Albert
8) Wescom Liaison	Mayor Ray Soliman
9) Communications*	Alderperson Tina Oberlin Alderman Nate Albert

*** = New Committee.**

Communication Committee's purpose is to provide comments and guidance to the City staff in regards the City's website, newsletter, press releases, notifications, community alerts, social media, etc.

Previously updated: July 7, 2025



Meeting Date:	November 3, 2025
Submitter:	Dan Ritter, AICP, Community and Economic Development Director Ron Mentzer, Community and Economic Development Consultant
Department:	Community & Economic Development
Agenda Item:	Resolution approving Third Amendment to Contract for Purchase of Real Estate (Former City Hall Property)

Summary: On July 15, 2024, QuikTrip Corporation (QT) entered into a contract (the “Contract”) with the City to purchase the former Crest Hill City Hall at 1610 Plainfield Road (the “Site”). QT is proposing to demolish and redevelop the former City Hall improvements on the eastern portion of the Site with a new QuikTrip fueling center and convenience store and a yet to be secured commercial project on the adjacent vacant parcel to the west (collectively the “Redevelopment Project”). On April 21, 2025, the City Council approved the First Amendment to this Contract in order provide QT additional time for due diligence investigation work including securing clear feedback from IDOT regarding what type of driveway/vehicle access the Redevelopment Project would be permitted to have on Route 30/Plainfield Road. The First Amendment was executed by QT and the Mayor in early May and expires in the first week of August.

On August 4, the City Council approved a Second Amendment to the Contract in order to provide QT additional time to obtain written review comments from IDOT on the traffic impact study and preliminary site plan for the Redevelopment Project they originally submitted to IDOT on March 17, 2025, and the additional supplemental information submitted to IDOT on July 31, 2025. IDOT has not yet provided full and complete review comments to QT on these submittals despite repeated inquiries from City staff and QT representatives. The Second Amendment is set to expire on November 4th.

QT’s Real Estate Manager submitted an October 22, 2025, letter to (i) reiterate QT’s commitment to purchase and redevelop the Site provided it can secure the approvals required for at least one full access curb cut onto Plainfield Road, and (ii) request City approval of a Third Amendment to the Contract (the “Third Amendment”) that would provide an additional 90 days for due diligence investigation activities including securing IDOT’s feedback. City staff and QT representatives have collaborated on the preparation of the Third Amendment (Exhibit 2). The structure and financial details of the Third Amendment are consistent with that of the previously approved First and Second Amendments and include:

- An additional 90-day due diligence period that would allow QT to continue to work with IDOT and the City to secure the various approvals required to implement the Redevelopment Project; and

- An additional non-refundable payment of \$10,000 that will be deposited into the escrow account and would be applied to the purchase price if QT consummates its purchases the site. If QT terminates the contract, this payment will be released to the City.

Community and Economic Development staff encourages the City Council to approve the Third Amendment as this will advance the City's goal to facilitate the redevelopment of the Site with new tax generating commercial businesses. This extension will enable the City to obtain a clearer understanding of what type of driveway access IDOT will allow this Site to have onto Plainfield Road. This information will inform future City development/redevelopment efforts for the Site should QT not consummate its purchase.

The City Council discussed the proposed Third Amendment at its October 27, 2025, Work Session Meeting where the majority of the City Council expressed support to approve it. The City Attorney has prepared the approval resolution included in the agenda packet backup materials to memorialize the City Council's approval of the Third Amendment.

Recommended Council Action: Pass a resolution to approve and authorize the execution of a "Third Amendment to Contract for Purchase of Real Estate" by and between the City of Crest Hill and QuikTrip Corporation for the purchase of property located at 1610 Plainfield Road, Crest Hill, Illinois.

Attachment:

Resolution to approve and authorize the execution of a "Third Amendment to Contract for Purchase of Real Estate" by and between the City of Crest Hill and QuikTrip Corporation for the purchase of property located at 1610 Plainfield Road, Crest Hill, Illinois.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A
“THIRD AMENDMENT TO CONTRACT FOR PURCHASE OF REAL ESTATE”
DATED JULY 15, 2024 BY AND BETWEEN THE CITY OF CREST HILL AND
QUIKTRIP CORPORATION FOR THE PURCHASE OF PROPERTY LOCATED AT
1610 PLAINFIELD ROAD, CREST HILL, ILLINOIS.**

WHEREAS, the City Council of Crest Hill, Will County, Illinois, has the authority to adopt resolutions and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare; and

WHEREAS, the City Council desires to sell its property, commonly known as the old City Hall, located at 1610 Plainfield Road, Crest Hill, Illinois (the “Property”); and

WHEREAS, on April 15, 2024, the City Council passed Resolution No. 1216 declaring the Property surplus and authorizing City Staff to conduct the sale of the Property and to solicit offers; and

WHEREAS, QuikTrip Corporation (“QuikTrip”) submitted an acceptable offer subject to negotiation of a Contract with the City; and

WHEREAS, on July 15, 2024, the City Council passed Resolution #1246, which authorized the Mayor to execute on the City’s behalf a Purchase Agreement by and between the City and QuikTrip for the purchase price of One Million Six Hundred Fifty and 00/100 (\$1,650,000) Dollars and on the terms and conditions set forth in the Contract for Purchase of Real Estate (“Contract”) attached to Resolution #1246 which is attached hereto and incorporated herein as **Exhibit A**; and

WHEREAS, QuikTrip is still in the process of performing its due diligence pursuant to the Contract, including the exercise of two extension periods; and

WHEREAS, on April 21, 2025, the City Council passed Resolution #1299 which approved and authorized the Mayor to execute on the City’s behalf a “First Amendment To Contract For Purchase Of Real Estate” which extended the due diligence period for one (1) additional ninety (90) day period; and

WHEREAS, a copy of the “First Amendment To Contract For Purchase Of Real Estate” is attached hereto and incorporated herein as **Exhibit B**; and

WHEREAS, at the expiration of the First Amendment due diligence period expired and QuikTrip requested that the due diligence period be extended an additional 90 days and agreed to a Second Amendment To Contract For Purchase of Real Estate (“Second Amendment”), which was approved and passed by the City on August 4, 2025 by Resolution #1336 and which is attached hereto and incorporated herein as **Exhibit C**; and

WHEREAS, QuikTrip is still waiting for certain responses from the Illinois Department of Transportation (“IDOT”) as part of its due diligence; and

WHEREAS, QuikTrip has requested that the City extend the due diligence period for an additional 90 days and has agreed to the terms of a “Third Amendment To Contract For Purchase Of Real Estate (“Third Amendment”), a copy of which is attached hereto as **Exhibit D** and which has been prepared by the City Attorney and reviewed by City Staff; and

WHEREAS, the City Council has reviewed the Third Amendment and has determined that its terms are acceptable to the City; and

WHEREAS, the City Council hereby finds that it is in the best interest of the City of Crest Hill to authorize and approve the execution of the Third Amendment with QuikTrip.

NOW THEREFORE, BE IT RESOLVED by the City Council of Crest Hill, Will County, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: That the City Council hereby finds that all the recitals contained in the preamble to this Resolution are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: The City Council hereby approves the Third Amendment To Contract For Purchase Of Real Estate attached hereto as **Exhibit D** and authorizes the Mayor to execute said Third Amendment and to do all things necessary to close the sale in accordance with the terms of the Contract and Third Amendment, including but not limited to execution of the deed and all closing documents necessary to complete the sale of the property to QuikTrip.

SECTION 3. In the event that any provision or provisions, portion or portions, or clause or clauses of this Resolution shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Resolution that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 4. All ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Resolution, are hereby repealed to the extent of the conflict.

SECTION 5. This Resolution shall be in full force and effect from and after its passage and approval.

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PASSED THIS 3RD DAY OF NOVEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 3RD DAY OF NOVEMBER, 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

**CONTRACT FOR PURCHASE OF REAL ESTATE
(Purchaser: QuikTrip Corporation)**

CONTRACT FOR PURCHASE OF REAL ESTATE

THIS CONTRACT FOR PURCHASE OF REAL ESTATE ("Contract") is entered into between the CITY OF CREST HILL, an Illinois Municipal Corporation ("Seller"), and QUIKTRIP CORPORATION, an Oklahoma corporation, or assigns ("Buyer").

Upon execution of this Contract by both Seller and Buyer, evidenced by their signatures hereto, a valid and binding contract of sale shall exist. The "Effective Date" hereof shall be the last date the Agreement is executed by the Parties. The terms and conditions of which shall be as follows:

1.1 SALE: Seller agrees to sell and convey to Buyer by special warranty deed (the "Deed") and Buyer agrees to purchase the following-described real estate (the "Property") located in the City of Crest Hill, Will County, Illinois, as described on Exhibit "A" and depicted on Exhibit "A-1" attached hereto, together with (i) all strips and gores of land lying adjacent to the Property which Seller owns, (ii) all rights, easements and appurtenances belonging and appertaining thereto which Seller owns, and (iii) all oil, gas and mineral rights associated with the Property, if any, which Seller owns, and (iv) all right, title and interest of Seller in and to any and all (a) roads, streets, alleys or public and private rights of way, bounding the Property and (b) any improvements thereon, if any, in their present condition. The exact size and legal description of the Property shall be determined by a survey, as provided in paragraph 4 hereof. Seller agrees to convey good and marketable title to the Property upon payment of the Purchase Price (as defined below).

1.2 SELLER REPRESENTATION OF OWNERSHIP: As of the date of the signing of this Contract by Seller, Seller expressly represents that the names and titles utilized herein to identify Seller, have fee simple ownership of the Property and have the ability to convey the Property to Buyer at Closing.

2 PURCHASE PRICE: The total purchase price is **One Million Six Hundred and Fifty Thousand and No/100 Dollars (\$1,650,000.00)** (the "Purchase Price") payable by Buyer as follows:

(a) Within **Ten (10)** business days of the receipt of Buyer's corporate approval pursuant to paragraph 3 hereof, **Twenty Thousand and No/100 Dollars (\$20,000.00)** shall be deposited as earnest money and part payment of the Purchase Price (the "Earnest Money Deposit"). The Earnest Money Deposit shall be held in a non- interest bearing account by **Fidelity National Title – National Commercial Services, 210 N. Clark, STE 220, Chicago, IL 60602, ATTN: Kimya Sarmadi** the ("Escrow Agent").

(b) The balance of the Purchase Price, in full, shall be paid to Seller, in immediately available funds, upon delivery of the Deed at Closing (as defined below).

3. CORPORATE APPROVAL: This Contract is contingent upon Buyer obtaining, within fifteen (15) days after this Contract is executed by the Seller, approval from its corporate management for the purchase of the Property. If such approval is not obtained within this period, this Contract shall automatically terminate without any further action by either party and the Earnest Money Deposit deposited with the Title Company, if any, shall be returned to Buyer.

4. SURVEY: If a survey is available and in the possession of Seller, same shall be provided to Buyer within ten (10) days of the Effective Date hereof. During the Inspection Period (as defined below), Buyer shall cause a topographic and boundary survey, including a beer/wine survey if required to be prepared (the "Survey"). The Survey shall comply with the minimum standard detail requirements for land title surveys as adopted by ALTA/NSPS, and shall be sufficient and contain appropriate certificates to allow the title insurer to issue an ALTA extended coverage owner's title insurance policy. The Survey shall indicate the location of all improvements on the Property, if any. Buyer shall be solely responsible for the cost of the Survey.

5. TITLE: Seller, within sixty (60) days of the Effective Date of this Contract, shall obtain a commitment (the "Title Commitment") for a standard Owners Title Insurance Policy (Owner's Policy ALTA 6-17-06) (the "Title Policy") insuring Buyer in the amount of the Purchase Price as of the date of the recording of the Deed, subject only to reasonable utility easements and building restrictions of record, if any, which do not hinder Buyer's intended plans for the Property. Buyer shall have fifteen (15) days after having received both the Survey and the Title Commitment in which to have the Title Commitment and Survey examined and furnish Seller notice in writing of any objections to the title. In case of valid objections to the title, Seller shall have thirty (30) days or such additional time as may be agreed to in writing by Seller and Buyer to satisfy such objections. Buyer reserves the right to make further objections to any additional title matters arising between the effective date of the Title Commitment and the date of Closing, such additional objections to be satisfied by Seller before Closing. If such valid objections cannot be satisfied within the time specified in this paragraph, Buyer may elect to terminate this Contract by written notice to Seller, whereupon the Earnest Money Deposit and any Additional Earnest Money Deposits shall be returned to Buyer, Buyer shall return the Title Commitment to Seller, and this Contract shall be of no further force and effect. The cost of title insurance shall be the responsibility of Seller and shall be charged to Seller at Closing.

6. TAXES AND PRORATIONS:

(a) Seller shall pay in full:

- (i) all existing improvement liens or other assessments affecting the Property upon the date of Closing, whether such liens or assessments are then due and payable, bonded or otherwise due on one or more future dates;
- (ii) all taxes, other than general ad valorem taxes for the current calendar year, which are a lien on the Property upon the date of Closing; and
- (iii) the cost of any item of workmanship or material furnished on or prior to the date of Closing, including any utility charges, except those costs or utility charges incurred at the direction of Buyer.

(b) The following items shall be prorated between Seller and Buyer as of the date of Closing:

- (i) rents, if any; and

- (ii) general ad valorem taxes for the current calendar year, provided that, if the amount of such taxes has not then been fixed, the proration shall be based upon the rate of levy for the previous calendar year and adjusted upon receipt of actual bills.

7. **RISK OF LOSS:** Until Closing or transfer of possession, whichever occurs last, risk of loss to the Property shall be upon Seller.

8. **ENVIRONMENTAL INFORMATION:** Seller shall provide to Buyer copies of any and all reports, studies, investigations, or other documents relating to the environmental or geologic condition of the Property, including wetlands and/or floodplain, within ten (10) days after the Effective Date. Buyer acknowledges that such information is provided for informational purposes only and by doing so Seller makes no representations or warranties, whether expressed or implied, as to the accuracy or completeness of such information or the presence or absence of any hazardous substance or chemical or hydrocarbon product on or about the Property.

9. **ENVIRONMENTAL CONDITIONS:** If underground storage tanks, petroleum products or other environmental hazards or contamination (the "Environmental Conditions") are found on or in the Property, Seller may choose to either i) be responsible for all costs associated with the removal and remediation of the Environmental Conditions in full compliance with all federal, state and local laws, rules and regulations governing the Environmental Conditions or ii) to offer to allow Buyer to terminate this Agreement. If Seller offers to allow Buyer to terminate this Agreement, Buyer may elect to i) terminate this Agreement, or ii) agree to be solely responsible for the costs associated with Seller's removal and remediation of the Environmental Conditions. If Buyer elects to be responsible for Seller's costs associated with the removal and remediation of the Environmental Conditions, Seller hereby agrees to reasonably cooperate with Buyer and execute any necessary documents, applications, permits or other reports regarding the Environmental Conditions. The provisions of this paragraph shall survive Closing.

10. **INSPECTION PERIOD AND BUYER'S RIGHT TO TERMINATE:**

(a) Beginning on the Effective Date of this Contract and continuing for a period of **one hundred eighty (180)** days thereafter (the "Inspection Period"), unless such period is extended as provided in paragraph 11 hereof, Buyer and its agents, at Buyer's sole cost and expense, shall have the right to enter the Property to inspect the Property and perform and/or obtain any tests, surveys, studies and assessments, including, but not limited to, a Phase I and Phase II Environmental Assessment involving soil and ground water borings and/or excavations as determined necessary by Buyer. Seller acknowledges and agrees that there are numerous material contingencies to Buyer's acquisition of the Property, including, but not limited to, obtaining necessary governmental approvals and permits, curb cut authorizations, necessary access rights, zoning, availability of utilities, and Buyer's determination of the economic feasibility and general suitability of the Property for Buyer's proposed use. Seller agrees to reasonably cooperate with Buyer, at no cost or expense to Seller, regarding Buyer's inspection of the Property, including, but not limited to, executing any disposal manifests or other documents related to the environmental testing performed by Buyer.

(b) In the event Buyer determines in its sole and absolute discretion that the Property is not suitable for Buyer's intended use within the Inspection Period, as may be extended

as provided herein, Buyer may elect to terminate this Contract by written notice to Seller and the Escrow Agent. If this Contract is terminated, the Earnest Money Deposit shall be distributed pursuant to the provisions of paragraph 14, and neither party shall have any further obligations hereunder. All applications, including applications subsequently required by law or procedure shall be diligently pursued. Seller shall cooperate with Buyer in filing and pursuing governmental approvals as determined necessary by Buyer, provided such cooperation is at no cost or expense to Seller. It is understood that Buyer will be expending considerable time, effort and/or money in conducting the foregoing inspections, which shall constitute independent consideration to Seller for removing the Property from the market.

(c) Buyer shall promptly restore the Property to conditions substantially similar to the condition of the Property immediately prior to any inspection or testing performed by Buyer during the Inspection Period. Buyer agrees to defend, protect, indemnify and hold Seller harmless from and against any damages to the Property or for any and all liability, liens, claims, suits for personal injury, death, or damage to property resulting from or caused by the activities of Buyer's agents, employees, licensees, and contractors on the Property; provided, however, that Buyer shall not be required to indemnify Seller for and Seller shall hold Buyer harmless from any liability or damages arising from the discovery of any existing Environmental Matters on the Property, including any diminution in value of the Property or costs of remediation. This indemnification shall survive Closing or termination of this Contract. Without limiting the foregoing, it shall be a condition of entry by Buyer, its employees and agents or contractors that Buyer shall have furnished Seller with a Certificate of General Liability Insurance in an amount not less than \$2,000,000, single limit which shall insure against claims and demands for damages to property or injury to persons arising out of or related to such entry on the Property, shall name Seller as an additional insured thereunder and shall otherwise be in a commercially reasonable form.

11. **INSPECTION PERIOD EXTENSION:** In the event Buyer is unable to complete its inspection and evaluation of the Property within the initial Inspection Period, Buyer may extend the Inspection Period **for up to two (2) additional forty-five (45) day periods** with the payment of **Five Thousand and No/100 Dollars (\$5,000.00)**, per month (each, an "Additional Earnest Money Deposit"). Such payments shall be delivered to the Escrow Agent on or before the expiration of the Inspection Period or any subsequent extension thereof and shall be deposited as an Additional Earnest Money Deposit. Such payments shall apply to the Purchase Price upon Closing, but shall be non-refundable if the Contract is terminated for any reason other than Seller's default, pursuant to paragraph 5 above or paragraph 22 below. In the event Buyer terminates this Contract, the Escrow Agent shall immediately release these Additional Earnest Money Deposits to Seller.

12. **ROAD IMPROVEMENTS:** In the event that road improvements are required in front of the Property or any property belonging to Seller that is contiguous to the Property by the appropriate governmental entity, for whatever reason, Buyer, at Buyer's expense, shall construct all road improvements required by the appropriate governmental entity.

13. **EASEMENTS:** Seller and Buyer agree to execute slope, ingress/egress, sanitary/storm sewer, septic drainfield, sign and temporary construction easements, any permits, licenses or other documents necessary or required for Buyer's proposed development of the Property.

14. **TERMINATION:** In the event Buyer terminates this Contract for any reason provided herein, the Escrow Agent shall immediately release to Seller One Hundred and No/100

Dollars (\$100.00) of the Earnest Money Deposit, as well as any Additional Earnest Money Deposits paid pursuant to paragraph 11 hereof, as full consideration for this Contract and the granting of this right of termination. The balance of the Earnest Money Deposit shall be immediately returned to Buyer, whereupon no party hereto shall have any further right, duties, claims or liabilities hereunder.

15. SPECIAL CONDITIONS: Buyer agrees it will use commercially reasonable efforts to (i) raze the existing building and structure(s) on the Property within eighteen (18) months from the Closing Date and (ii) complete IEPA required environmental remediation activities on the Property and obtain IEPA required NFR letters for non-residential uses within twenty-four (24) months from the Closing Date. At Closing, Buyer will provide a letter of credit, or other financial assurance acceptable to the Seller, in an amount equal to the estimated cost to complete the demolition, remediation, and NFR obligations.

16. SURPLUS LAND AND USE RESTRICTION:

- (a) Buyer acknowledges that Seller's expectations for the Surplus Land are for the development of a multi-tenant commercial building(s) with quality retailer(s), restaurant user(s) and/or quality free-standing sit-down restaurants or QSR(s).
- (b) At Closing, the Deed conveying the Property shall contain a separate restrictive covenant restricting the use of the Property from any of the uses listed on Exhibit B attached hereto and made a part hereof.

17. SELLER'S REPRESENTATIONS: Seller's representations are as follows:

- (a) There are no contracts or other obligations outstanding for the sale, exchange, or transfer of all or any part of the Property.
- (b) There are no sites of historical or archaeological importance on the Property, which in any way would impede, curtail, limit, or restrict the development of the Property.
- (c) Seller shall not at any time prior to Closing grant to any person an interest in the Property.
- (d) Seller is in full compliance with all applicable laws, regulations, and government guidance relating to the prevention and detection of money laundering violations or terrorist activities or threats. Seller represents and warrants to, and covenants with Buyer that, as of the Effective Date of this Contract and the date of Closing, neither Seller nor any affiliate of Seller, including any person or entity that, directly or indirectly, is in control of, is controlled by, or is under common control with such person or entity or is a director or officer of such person or entity, or of an affiliate of such person or entity, is or shall be (i) listed on the Specially Designated Nationals or

Blocked Person List maintained by the Office of Foreign Assets Control ("OFAC"), Department of the Treasury, or any other similar lists maintained by OFAC or any other governmental authority pursuant to any authorizing statute, Executive Order or regulation; or (ii) a Person designated under Section 1(b), (c) or (d) of Executive Order No. 13224 (September 23, 2001), any related enabling legislation, or any other similar Executive Orders.

18. CLOSING: The closing of this Contract ("Closing") shall take place at the offices of the Escrow Agent within thirty (30) days after the expiration of the Inspection Period, as may be extended pursuant to paragraph 11 or satisfaction of all contingencies hereto, as determined in Buyer's sole discretion, whichever occurs first.

19. CLOSING — SELLER'S DELIVERIES: At Closing, Seller shall deliver or cause to be delivered to Buyer, at Seller's sole cost and expense, each of the following:

- (a) The Deed, duly executed and acknowledged by Seller.
- (b) The FIRPTA Certificate, duly executed and acknowledged by Seller.
- (c) The final revised Title Policy in the form specified in paragraph 5 hereof.
- (d) All additional documents and instruments as in the mutual and reasonable opinion of Seller's and Buyer's counsel and the Escrow Agent, are reasonably necessary for the proper consummation of this transaction.
- (e) A certificate stating that the representation and warranty contained in paragraph 17(d) is true and correct as of, and through, the Closing.

20. CLOSING — BUYER'S DELIVERIES: At the Closing, Buyer, at Buyer's sole cost and expense, shall deliver to Seller the following:

- (a) The Purchase Price in the amount and manner required by paragraph 2 hereof.
- (b) All additional documents and instruments as in the mutual and reasonable opinion of Seller's and Buyer's counsel and the Escrow Agent, are reasonably necessary for the proper consummation of this transaction.

21. POSSESSION: Seller shall vacate and cause all other persons to vacate the Property, and shall deliver tenant-free possession of the Property to Buyer at Closing.

22. BREACH OR FAILURE TO CLOSE: If, after Seller has performed Seller's obligations under this Contract, and if within five (5) days after the date specified for Closing under paragraph 19, Buyer fails to make the payments under this Contract, without reasonable cause or extension, then the Earnest Money Deposit and any Additional Earnest Money Deposit shall be paid to Seller as liquidated damages for the breach of the Contract by Buyer, as Seller's sole remedy. Seller and Buyer agree that such amount is a reasonable amount for liquidated

damages and that it would be impractical and extremely difficult to determine actual damages. If Buyer shall perform all of the obligations of Buyer hereunder and Seller shall breach this Contract or fail to perform all of the obligations of Seller hereunder, then Buyer shall be entitled to either (i) cancel and terminate this Contract, and receive a full refund of the Earnest Money Deposit and any Additional Earnest Money Deposits or (ii) pursue specific performance. Buyer and Seller may mutually agree, in writing, to terminate this Contract. If so, Buyer shall receive a full refund of the Earnest Money Deposit and any Additional Earnest Money Deposits.

23. NOTICES: All notices required under this Contract shall be deemed to be properly served if reduced to writing and sent by (i) certified or registered mail; (ii) Federal Express or similar overnight courier; (iii) facsimile transmission; (iv) e-mail with read receipt requested; or (v) personal delivery, and the date of such notice will be deemed to have been the date on which such notice is delivered or attempted to be delivered as shown by the certified mail return receipt or a commercial delivery service record, in the case of facsimile on the date of receipt of the transmission as shown on a successful transmission confirmation receipt, or in the case of e-mail on the date of transmission as shown on the system time for the transmitting party. Provided, however, that if the date for the performance of any action or obligation, or any time period specified hereunder occurs on a Saturday, Sunday, days proclaimed as legal holidays by the state, city or federal government or days where the recipient party's office is closed due to natural disaster, then such date or time period shall be extended until the next business day. All notices shall be addressed as follows, unless otherwise specified in writing:

SELLER:

Name: City of Crest Hill
Address: 20600 City Center Boulevard
Crest Hill, Illinois 60403
Attn: Mayor Raymond R. Soliman
Fax: 815-741-5100
E-Mail: rsoliman@cityofcresthill.com

with a copy to:

Spesia & Taylor
1415 Black Road
Joliet, Illinois 60435
Attn: Christian G. Spesia
Fax: 815-726-6828
E-Mail: cspesia@spesia-taylor.com

BUYER:

QuikTrip Corporation
4705 South 129th East Avenue
Tulsa, Oklahoma 74134
Attn: Michael Z Ward, Division Real Estate Manager
Fax: (918) 615-7441
E-Mail: mward@quiktrip.com

with a copy to:

QuikTrip Corporation

50 S. Main St, STE 200
Naperville, IL 60540
Attn: Charlie Tarwater, Real Estate Manager
Fax : (918) 760-3070
E-Mail: ctarwate@quiktrip.com

with a copy to:

QuikTrip Corporation
4705 South 129th East Avenue
Tulsa, Oklahoma 74134
Attn: General Counsel
Fax: (918) 994-3594
E-Mail: legalnotice@quiktrip.com

24. **BROKER:** Buyer and Seller acknowledge there are no brokers involved in this transaction other than Mike Wesley and Matt Smetana of Edgemark who shall be paid a commission by Seller at Closing pursuant to separate agreement. Except for the foregoing, Seller and Buyer shall indemnify and hold each other harmless from any and all claims, liabilities, damages or expenses, including attorneys' fees and court costs, resulting from claims by any other broker, finder, agent or salesperson arising from the sale of the Property pursuant to this Contract. This indemnity shall survive the Closing.

25. **ASSIGNMENT:** Buyer shall not assign this Contract except to an affiliate of Buyer. For purposes of this Contract, an "affiliate" means, with respect to Buyer, any person or entity directly or indirectly controlling, controlled by, or under common control with Buyer. For purposes of this definition, the terms "controls", "is controlled by", and/or "is under common control with" shall mean the possession, direct or indirect, of the power to direct or cause the direction of the management and policies of persons or entities, whether through the ownership of owning securities, by Agreement or otherwise.

26. **LEGAL FEES:** If either Buyer or Seller brings any action or suit against the other for any matter relating to or arising out of this Contract then the prevailing party in such action, suit or proceeding, whether by final judgment or out of court settlement, shall be entitled to recover from the other party all costs and expenses of suit, including actual reasonable attorneys' fees.

27. **EFFECT:** This Contract, when executed by both Seller and Buyer, shall be binding upon and inure to the benefit of Seller and Buyer.

28. **ENTIRETY:** This Contract sets forth the complete understanding of Seller and Buyer and supersedes all previous negotiations, representations and agreements between them and their agents.

29. **AMENDMENT:** This Contract can only be amended or modified by a written agreement signed by Seller and Buyer.

31. **CONFIDENTIALITY:** Seller and Buyer agree to keep any and all financial information disclosed by Buyer to Seller confidential and not to make any public announcement or disclosure or provide any third party any information or facts related to such information.

without the written consent of the Buyer. The Seller's Confidentiality obligation pursuant to this Paragraph is subject to all obligations to comply with the requirements of the Illinois Freedom of Information Act. The provisions of this paragraph shall survive Closing.

32. **GOVERNING LAW, JURISDICTION AND VENUE:** This Contract shall be governed by, and construed and interpreted under, the laws and judicial decisions of the State of Illinois. The Parties, to the fullest extent permitted by law, hereby knowingly, willingly, intentionally, and voluntarily submit to the exclusive personal and subject matter jurisdiction of the Circuit Court for the Twelfth Judicial Circuit, Will County, Illinois. As such, the Parties hereby waive and forfeit their right to challenge jurisdiction and venue over any such dispute in said court, including but not limited to their ability to file motions to dismiss on jurisdictional grounds, to file motions for any change of venue, including but not limited to a motion forum *non conveniens*, and to file any motion seeking removal to federal court.

33. **COUNTERPARTS:** This Contract and any amendment thereto may be executed in any number of counterparts, all of which taken together shall constitute one and the same original, and the execution of separate counterparts by Buyer and Seller shall bind Buyer and Seller as if they had each executed the same counterpart. Further, the parties agree that this Contract may be signed by electronic signature. The parties further agree that the electronic signatures appearing on this Contract shall be treated, for purposes of validity, enforceability, authentication, and admissibility, the same as hand-written signatures.


34. **TIME OF ESSENCE:** This Contract shall be null and void unless signed by Seller and delivered to Buyer on or before 5:00 P.M., July 2, 2024. Time is of the essence of this Contract and Buyer and Seller hereby agree to perform each and every obligation hereunder in a prompt and timely manner; provided, however, that if the date for the performance of any action or obligation, or any time period specified hereunder occurs on a Saturday, Sunday, days proclaimed as legal holidays by the state, city or federal government or days where the recipient party's office is closed due to natural disaster, then such date or time period shall be extended until the next business day. Initials R.S.

35. **CITY MONUMENT SIGN EASEMENT:** Prior to the end of the Inspection Period, Seller and Buyer shall agree upon the terms of a sign easement (the "Easement") to accommodate the Seller's future construction of a Primary "City of Crest Hill City of Neighbors" masonry monument sign (the "Sign"). The Sign shall be similar in design to the Primary Sign Redesign details illustrated on Exhibit C or an alternate design mutually agreed upon by Seller and Buyer. At Closing, the Easement shall be dedicated to or reserved by Seller in a portion of southeast corner of the Property. The precise size and location of the Easement to be agreed upon by Buyer and Seller prior to the end of the Inspection Period and shall minimize site impacts on the business operations to be conducted on the Property, including the surplus portion. The Sign shall not to exceed six (6) feet, six (6) inches in height or 13'-8" in length.

36. **COORDINATED SITE REDEVELOPMENT PLAN:** No later than two (2) years from Closing, Buyer agrees to commence the process of rough grading the Property, constructing interior access roads allowing each development pad on the Property to access all three existing driveways, and grant easements for the benefit of the remaining parcels for access and utilities.

Furthermore, Buyer agrees the planned QuikTrip Gas Station gasoline pump island improvements will be located either along the Plainfield Road frontage of the Property, west of the planned convenience store building, or in another location mutually agreed upon by the Seller and Buyer that would minimize the impact these improvements will have on the existing residential development to the east.

37. IMPROVEMENT AND MAINTENANCE OF STATE OWNED RIGHT OF WAY:
Subject to the consent and approval of the Illinois Department of Transportation, Buyer agrees to maintain the vegetation on the unimproved section of State right-of-way located adjacent to the southeast corner of the Property and at the northwest corner of Knapp Street and Theodore Street consistent with the landscape improvements and maintenance performed by Buyer on the Property it intends to develop as a QuikTrip gas station and convenience mart; provided, if IDOT or the land owner does not consent to such activity, Buyer shall not be obligated to perform such improvement or maintenance.

(signature pages to follow)

APPROVED BY SELLER: This 15th day of JULY, 2024.

CITY OF CREST HILL

By: Raymond R. Soliman
Raymond R. Soliman
Mayor

APPROVED BY BUYER: This 3rd day of July, 2024.

QUIKTRIP CORPORATION

By: Charlie Tarwater
Charlie Tarwater
Real Estate Manager

BUYER'S CONTRACT REVIEW:
QuikTrip Corporation

By: Matt Christensen
Matt Christensen
Corporate Counsel

Dated: July 3, 2024

BUYER'S CORPORATE APPROVAL:
QuikTrip Corporation

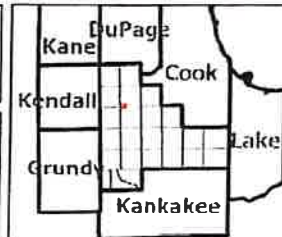
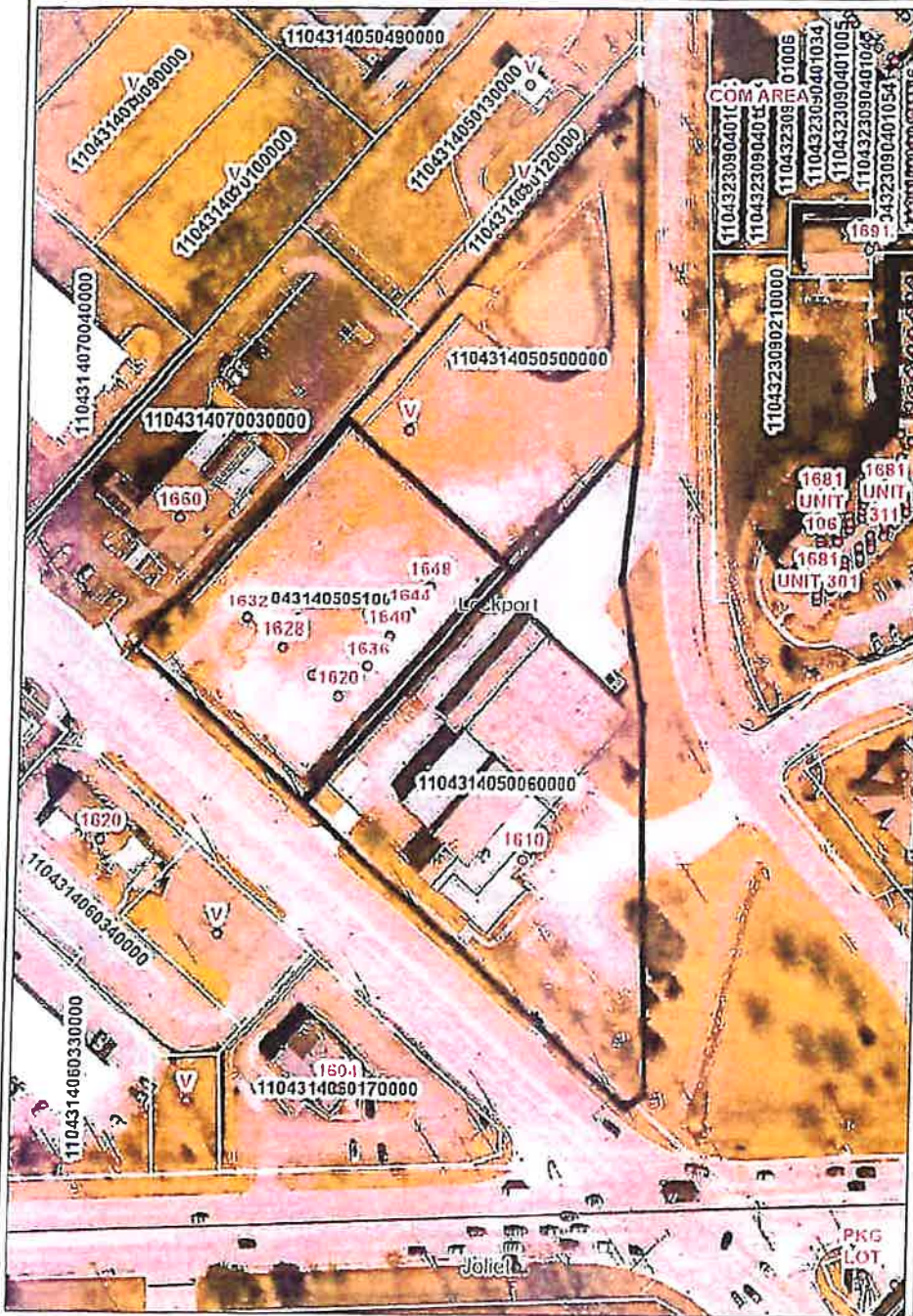
By: Michael Z. Ward
Michael Z. Ward
Division Real Estate Manager
Regional Director of Real Estate
Dated: 7/3/2024

EXHIBIT "A"
Property Description

Approximately 244,807 +/- square feet of land located at the northeast corner of the existing Plainfield Rd (SR 30) right-of-way and Theodore St (SR 7) in the City of Crest Hill, Will County, Illinois. Exact legal description to be determined by survey.

A depiction of the Property is set forth on Exhibit "A-1".

EXHIBIT "A-1"
GIS Depiction



Legend

- Address Points
- Parcels
- Townships

Notes

Date: 6/13/2024

1: 2,257



0 0.04 0.07 Miles

Projection

WGS_1984_Web_Mercator_Auxiliary_Sphere

Disclaimer of Warranties and Accuracy of Data: Although the data developed by Will County for its maps, websites, and Geographic Information System has been produced and processed from sources believed to be reliable, no warranty, expressed or implied, is made regarding accuracy, adequacy, completeness, legality, reliability or usefulness of any information. This disclaimer applies to both isolated and aggregate uses of the information. The County and elected officials provide this information on an "as is" basis. All warranties of any kind, express or implied, including but not limited to the implied warranties of merchantability, fitness for a particular purpose, freedom from contamination by computer viruses or hackers and non-infringement of proprietary rights are disclaimed. Changes may be periodically made in the information herein; these changes may or may not be incorporated in any new version of the publication. If you have obtained information from any of the County web pages from a source other than the County pages, be aware that electronic data can be altered subsequent to original distribution. Data can also quickly become out of date. It is recommended that careful attention be paid to the contents of any data, and that the originator of the data or information be contacted with any questions regarding appropriate use. Please direct any questions or issues via email to gis@willcountyil.com.

EXHIBIT "B"
Restricted Uses

The following uses shall be prohibited or limited on the Property as set forth below:

- a. Large Equipment/Machinery, Boats, Trucks, Campers, RV, Sales/Rental
- b. Large Equipment/Machinery, Boats, Trucks, Campers, RV, Service
- c. Animal Shelter/Kennel
- d. Automobile Body Repairing/Painting Services and Automobile Diagnostic/Service Centers
- e. Automobile Laundry (Car Wash)
- f. Automobile Rental Agency
- g. Automobile Sales and or Leasing/Service; new and used
- h. Car Title Loans
- i. Pawn Shop
- j. Second Hand Shops/Rummage Shops
- k. Pay Day Loans
- l. Freestanding Tobacco, Cigar/Cigarette Shop
- m. Self Service Storage Facility
- n. Ambulance Service
- o. Taxicab, Chauffeur/Limousine Service
- p. Freestanding Package Liquor store
- q. Dry cleaning/pressing establishment
- r. Laundromat
- s. Resale dealer
- t. Daycare center/nursery school
- u. Not-for-profit or charitable organizations
- v. Video Gaming shall be allowed when limited to a Licensed "Truck Stop" Establishment per Chapter 5.77 of the City Code
- w. Limited to one (1) hair salon
- x. Limited to one (1) barber shop
- y. Limited to one (1) nail salon

Exhibit "C"
Primary City Sign Design Examples

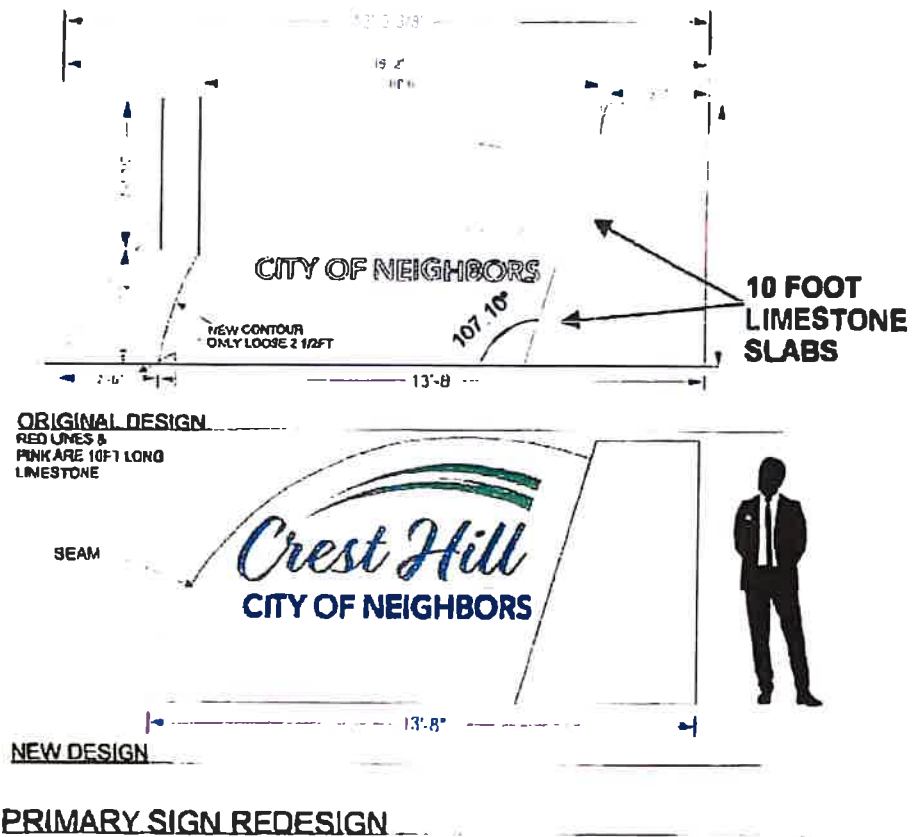


EXHIBIT B

**FIRST AMENDMENT TO CONTRACT FOR
PURCHASE OF REAL ESTATE
(Purchaser: QuikTrip Corporation)**

FIRST AMENDMENT TO CONTRACT FOR PURCHASE OF REAL ESTATE

This First Amendment to Contract for Purchase of Real Estate (this “Amendment”) is entered into effective the date it is last executed, between the **City of Crest Hill, an Illinois Municipal Corporation** (“Seller”), and **QuikTrip Corporation, an Oklahoma corporation**, or assigns (“Buyer”). Seller entered into a Commercial Real Estate Sale Contract with Buyer effective the 15th day of July, 2024 (the “Contract”). The parties now desire to amend such Contract and in consideration of the mutual agreements herein contained, it is agreed as follows:

1. Paragraph 11 of the Contract is hereby deleted in its entirety and replaced with the following:

“In the event Buyer is unable to complete its inspection and evaluation of the Property within the initial 180 days of the Inspection Period, Buyer may extend the Inspection Period for up to **two (2)** additional forty-five (45) day periods with the payment of Five Thousand and No/100 Dollars (\$5,000.00), per extension, and **one (1)** additional ninety (90) day period, with the payment of **Ten Thousand and No/100 Dollars (\$10,000.00)** (each payment for the extensions shall be an “Additional Earnest Money Deposit” and collectively referred to as the “Additional Earnest Money Deposits). Such payments shall be delivered to the Escrow Agent on or before the expiration of the Inspection Period or any subsequent extension thereof and shall be deposited as an Additional Earnest Money Deposit. Such payments shall apply to the Purchase Price upon Closing, but shall be non-refundable if the Contract is terminated for any reason other than Seller’s default, pursuant to paragraph 5 above or paragraph 22 below. In the event Buyer terminates this Contract, the Escrow Agent shall immediately release these Additional Earnest Money Deposits to Seller.”

2. The following language is hereby added to the end of paragraph 15 of the Contract:

“Buyer and Seller acknowledge that Seller may require access restrictions and/or traffic calming measures along the Knapp Street corridor as part of Seller’s approval of Buyer’s permit applications for Buyer’s proposed development of the Property. Buyer and Seller acknowledge that a condition precedent to Buyer for Closing of this Contract is that Buyer must obtain approval from the Illinois Department of Transportation (“IDOT”) for a full access driveway on Plainfield Road which services the Property (the “Full Access Approval”). In the event the Full Access Approval is not granted to Buyer prior to the expiration of the Inspection Period, as may be extended, and Buyer elects to terminate this Contract, the Escrow Agent shall immediately release to Seller One Hundred and No/100 Dollars (\$100.00) of the Earnest Money Deposit and the Additional Earnest Money Deposits as full consideration of this Contract and the remainder of the Earnest Money Deposit shall be returned to Buyer, whereupon no party shall have any further right, duties, claims or liabilities hereunder.”

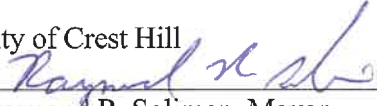
3. This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which, taken together, shall constitute one and the same instrument. Any signature delivered by a party hereto by facsimile transmission or by electronic mail in a portable document format shall be deemed an original signature hereto, and the parties hereby agree to accept and rely upon any such document sent by facsimile transmission or by electronic mail as if same bore original signatures.
4. All capitalized terms used in this Amendment, unless defined herein, have the same meanings given to them in the Contract. In the event of a conflict between the terms of the Contract and this Amendment, the terms of the Amendment shall prevail.
5. **Buyer and Seller acknowledge and agree this paragraph is for informational purposes only and creates no obligations on Buyer or Seller. Buyer and Seller intend to allow Buyer the right to extend the Inspection Period for additional time to conduct its inspections and evaluations of the Property. Buyer shall continue to have all rights provided for in the Contract during the Inspection Period, including the right to terminate if Buyer determines in its sole and absolute discretion that the Property is not suitable for its intended use. Buyer intends, but shall not be obligated, to (i) continue communications with IDOT and Seller's Planning and Development Staff regarding curb cuts and access to the Property, (ii) pursue a variance through the Seller's authority having approval rights, and (iii) finalize and submit updated elevation renderings of Buyer's Development to the Seller's planning and development staff for review and approval. Seller agrees that if necessary, Seller will be a co-applicant on any permits submitted to IDOT for curb cuts and access to the Property, all at no cost to Seller. Buyer submitted its second round of development plans for Buyer's Development to the Seller's authority having approval rights on 2/28/2025 for Seller's planning and development staff's review. Buyer is currently working on providing Seller with updated renderings and elevations for Buyer's Development, which Buyer intends to consist of Buyer's newest prototype. Buyer intends to deliver such elevations and renderings to Seller by early May 2025.**

(The remainder of this page is intentionally left blank. Signature page follows.)

In all other respects, the Contract is hereby ratified and confirmed.

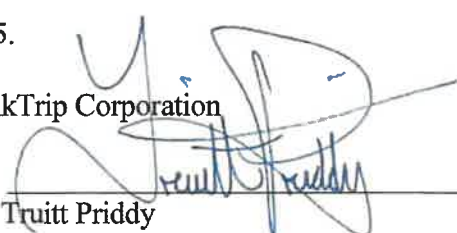
APPROVED BY SELLER: This 5 day of May, 2025.

City of Crest Hill


Raymond R. Soliman, Mayor

APPROVED BY BUYER: This 2nd day of May, 2025.

QuikTrip Corporation

By: 

Truitt Priddy
Division Real Estate Manager

EXHIBIT C

**SECOND AMENDMENT TO CONTRACT FOR
PURCHASE OF REAL ESTATE
(Purchaser: QuikTrip Corporation)**

SECOND AMENDMENT TO CONTRACT FOR PURCHASE OF REAL ESTATE

This Second Amendment to Contract for Purchase of Real Estate (this “Amendment”) is entered into effective the date it is last executed, between the **City of Crest Hill, an Illinois Municipal Corporation** (“Seller”), and **QuikTrip Corporation, an Oklahoma corporation**, or assigns (“Buyer”). Seller entered into a Commercial Real Estate Sale Contract with Buyer effective the 15th day of July, 2024, as previously amended on April 21, 2025 (the “Contract”). The parties now desire to further amend such Contract and in consideration of the mutual agreements herein contained, it is agreed as follows:

1. Paragraph 11 of the Contract is hereby deleted in its entirety and replaced with the following:

“In the event Buyer is unable to complete its inspection and evaluation of the Property within the initial 180 days of the Inspection Period, Buyer may extend the Inspection Period for up to **two (2)** additional forty-five (45) day periods with the payment of Five Thousand and No/100 Dollars (\$5,000.00), per extension, and two **(2)** additional ninety (90) day periods, with the payment of **Ten Thousand and No/100 Dollars (\$10,000.00)** per extension (each payment for the extensions shall be an “Additional Earnest Money Deposit” and collectively referred to as the “Additional Earnest Money Deposits). Such payments shall be delivered to the Escrow Agent on or before the expiration of the Inspection Period or any subsequent extension thereof and shall be deposited as an Additional Earnest Money Deposit. Such payments shall apply to the Purchase Price upon Closing, but shall be non-refundable if the Contract is terminated for any reason other than Seller’s default, pursuant to paragraph 5 above or paragraph 22 below. In the event Buyer terminates this Contract, the Escrow Agent shall immediately release these Additional Earnest Money Deposits to Seller.”

2. The following language is hereby added to the end of paragraph 15 of the Contract:

“Buyer and Seller acknowledge that Seller may require access restrictions and/or traffic calming measures along the Knapp Street corridor as part of Seller’s approval of Buyer’s permit applications for Buyer’s proposed development of the Property. Buyer and Seller acknowledge that a condition precedent to Buyer for Closing of this Contract is that Buyer must obtain approval from the Illinois Department of Transportation (“IDOT”) for a full access driveway on Plainfield Road which services the Property (the “Full Access Approval”). In the event the Full Access Approval is not granted to Buyer prior to the expiration of the Inspection Period, as may be extended, and Buyer elects to terminate this Contract, the Escrow Agent shall immediately release to Seller One Hundred and No/100 Dollars (\$100.00) of the Earnest Money Deposit and the Additional Earnest Money Deposits as full consideration of this Contract and the remainder of the Earnest Money Deposit shall be returned to Buyer, whereupon no party shall have any further right, duties, claims or liabilities hereunder.”

3. This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which, taken together, shall constitute one and the same

instrument. Any signature delivered by a party hereto by facsimile transmission or by electronic mail in a portable document format shall be deemed an original signature hereto, and the parties hereby agree to accept and rely upon any such document sent by facsimile transmission or by electronic mail as if same bore original signatures.

4. All capitalized terms used in this Amendment, unless defined herein, have the same meanings given to them in the Contract. In the event of a conflict between the terms of the Contract and this Amendment, the terms of the Amendment shall prevail.
5. **Buyer and Seller acknowledge and agree this paragraph is for informational purposes only and creates no obligations on Buyer or Seller. Buyer and Seller intend to allow Buyer the right to extend the Inspection Period for additional time to conduct its inspections and evaluations of the Property. Buyer shall continue to have all rights provided for in the Contract during the Inspection Period, including the right to terminate if Buyer determines in its sole and absolute discretion that the Property is not suitable for its intended use. Buyer intends, but shall not be obligated, to (i) continue communications with IDOT and Seller's Planning and Development Staff regarding curb cuts and access to the Property, (ii) pursue a variance through the Seller's authority having approval rights, and (iii) finalize and submit updated elevation renderings of Buyer's Development to the Seller's planning and development staff for review and approval. Seller agrees that if necessary, Seller will be a co-applicant on any permits submitted to IDOT for curb cuts and access to the Property, all at no cost to Seller. Buyer submitted its second round of development plans for Buyer's Development to the Seller's authority having approval rights on 2/28/2025 for Seller's planning and development staff's review. Buyer is currently working on providing Seller with updated renderings and elevations for Buyer's Development, which Buyer intends to consist of Buyer's newest prototype. Buyer intends to deliver such elevations and renderings to Seller by early August 2025.**

(The remainder of this page is intentionally left blank. Signature page follows.)

In all other respects, the Contract is hereby ratified and confirmed.

In all other respects, the Contract is hereby ratified and confirmed.

APPROVED BY SELLER: This 4 day of August, 2025.

City of Crest Hill


Raymond R. Soliman, Mayor

APPROVED BY BUYER: This 4th day of August, 2025.

QuikTrip Corporation

By:


Truitt Priddy
Division Real Estate Manager

EXHIBIT D

THIRD AMENDMENT TO CONTRACT FOR PURCHASE OF REAL ESTATE

This Third Amendment to Contract for Purchase of Real Estate (this “Amendment”) is entered into effective the date it is last executed, between the **City of Crest Hill, an Illinois Municipal Corporation** (“Seller”), and **QuikTrip Corporation, an Oklahoma corporation**, or assigns (“Buyer”). Seller entered into a Commercial Real Estate Sale Contract with Buyer effective the 15th day of July, 2024, as previously amended on April 21, 2025, and August 4, 2025. (the “Contract”). The parties now desire to further amend such Contract and in consideration of the mutual agreements herein contained, it is agreed as follows:

1. Paragraph 11 of the Contract is hereby deleted in its entirety and replaced with the following:

“In the event Buyer is unable to complete its inspection and evaluation of the Property within the initial 180 days of the Inspection Period, Buyer may extend the Inspection Period for up to two (2) additional forty-five (45) day periods with the payment of Five Thousand and No/100 Dollars (\$5,000.00), per extension, and three (3) additional ninety (90) day periods, with the payment of Ten Thousand and No/100 Dollars (\$10,000.00) per extension (each payment for the extensions shall be an “Additional Earnest Money Deposit” and collectively referred to as the “Additional Earnest Money Deposits). Such payments shall be delivered to the Escrow Agent on or before the expiration of the Inspection Period or any subsequent extension thereof and shall be deposited as an Additional Earnest Money Deposit. Such payments shall apply to the Purchase Price upon Closing, but shall be non-refundable if the Contract is terminated for any reason other than Seller’s default, pursuant to paragraph 5 above or paragraph 22 below. In the event Buyer terminates this Contract, the Escrow Agent shall immediately release these Additional Earnest Money Deposits to Seller.”

2. The following language is hereby added to the end of paragraph 15 of the Contract:

“Buyer and Seller acknowledge that Seller may require access restrictions and/or traffic calming measures along the Knapp Street corridor as part of Seller’s approval of Buyer’s permit applications for Buyer’s proposed development of the Property. Buyer and Seller acknowledge that a condition precedent to Buyer for Closing of this Contract is that Buyer must obtain approval from the Illinois Department of Transportation (“IDOT”) for a full access driveway on Plainfield Road which services the Property (the “Full Access Approval”). In the event the Full Access Approval is not granted to Buyer prior to the expiration of the Inspection Period, as may be extended, and Buyer elects to terminate this Contract, the Escrow Agent shall immediately release to Seller One Hundred and No/100 Dollars (\$100.00) of the Earnest Money Deposit and the Additional Earnest Money Deposits as full consideration of this Contract and the remainder of the Earnest Money Deposit shall be returned to Buyer, whereupon no party shall have any further right, duties, claims or liabilities hereunder.”

3. This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which, taken together, shall constitute one and the same instrument. Any signature delivered by a party hereto by facsimile transmission or by electronic mail in a portable document format shall be deemed an original signature hereto, and the parties hereby agree to accept and rely upon any such document sent by facsimile transmission or by electronic mail as if same bore original signatures.
4. All capitalized terms used in this Amendment, unless defined herein, have the same meanings given to them in the Contract. In the event of a conflict between the terms of the Contract and this Amendment, the terms of the Amendment shall prevail.
5. Buyer and Seller acknowledge and agree this paragraph is for informational purposes only and creates no obligations on Buyer or Seller. Buyer and Seller intend to allow Buyer the right to extend the Inspection Period for additional time to conduct its inspections and evaluations of the Property. Buyer shall continue to have all rights provided for in the Contract during the Inspection Period, including the right to terminate if Buyer determines in its sole and absolute discretion that the Property is not suitable for its intended use. Buyer intends, but shall not be obligated, to (i) continue communications with IDOT and Seller's Planning and Development Staff regarding curb cuts and access to the Property and(ii) pursue a variance through the Seller's authority having approval rights. Seller agrees that if necessary, Seller will be a co-applicant on any permits submitted to IDOT for curb cuts and access to the Property, all at no cost to Seller. Buyer submitted its second round of development plans for Buyer's Development to the Seller's authority having approval rights on 2/28/2025 for Seller's planning and development staff's review. Buyer submitted revised project renderings and building elevations for its newest prototype to Seller on 8/13/2025.

(The remainder of this page is intentionally left blank. Signature page follows.)

In all other respects, the Contract is hereby ratified and confirmed.

APPROVED BY SELLER: This 3rd. day of November, 2025.

City of Crest Hill

Raymond R. Soliman, Mayor

APPROVED BY BUYER: This _____ day of November, 2025.

QuikTrip Corporation

By: _____
Truitt Priddy
Division Real Estate Manager



Meeting Date: November 3, 2025

Submitter: Daniel Ritter, AICP Community & Economic Development Director

Department: Community & Economic Development

Agenda Item: Approval of a Resolution for The Feathered Fork (20631 Renwick Rd) Façade Grant

Summary:

The City has had a Façade Improvement Grant Program in place for several years, but it has not been utilized in over 5 years. The goal of the grant is to stimulate high-quality exterior building improvements on existing commercial buildings that support new and existing businesses. The grant reimburses applicants (owner or tenant with owner approval) up to 50% of eligible project costs, not to exceed \$10,000 per property.

The Feathered Fork is a new business that will be reoccupying the restaurant space at 20631 Renwick Road (formerly Chaos/Village Pub/Crusade space). The business will be an elevated chicken-forward restaurant with a global twist. It has been under interior renovation over the past few months and has submitted for a liquor license. The business owners have a restaurant and hospitality background.

The grant proposal would include new wall signage and vinyl graphic improvements for the business. The work would be completed by FBS Signs, the lowest cost proposal. The applicant plans on installing these as soon as possible. To the right, there is a breakdown of the proposed signage and costs.

Improvement	Cost
Main Wall Sign	\$3,353.90
Vinyl and Canopy Sign	\$1,520.00
Taxes	\$389.91
Total Grant Request (50% of total)	\$2,631.90

While the grant can be used for many things, including signage, the goal of the grant was to accomplish larger facade improvement, and not necessarily for just tenant signage changes. However, since there have not been grants approved or applied for in many years, this project can start to pave a path forward for other businesses and property owners to utilize it. Additionally, this specific space has had a revolving door of restaurants and a little bit of support up front can assist in its success. If the program becomes more competitive in future budget years, project preferences may become more relevant. The Feathered Fork is also considering applying again next year for patio upgrades.

Financial/Budget Info	
Budgeted FY26	\$12,750.00
Currently Used/ Obligated FY26	\$0
Requested Grant	\$2,631.90
Remaining Budget FY26	\$10,118.10

City Council Work Session
November 3, 2025
The Feathered Fork Façade/Sign Grant

Work Session 10/27/25:

The grant was discussed along with the overall grant program guidelines. The grant has been around for around 10 years and has been available publicly on the City's website. However, the grant has not been regularly used or advertised, despite being funded annually. Since this is the first grant that has met the eligibility standards in close to a decade, staff plans to review and revise the program as needed to ensure the best use of the funds and increase clarity in the process.

Recommended Council Action:

Approval of a Resolution approving a facade grant request from JH Hospitality Group for property located at 20631 Renwick Road.

Attachments:

- A. Façade Improvement Grant Application – The Feathered Fork 10/18/2025
- B. The Feathered Fork Narrative
- C. Cost Proposal by FBS Signs & Prints Inc. dated 9/25/2025
- D. East and North Proposed Elevations

RESOLUTION NO. _____

**A RESOLUTION APPROVING A FAÇADE GRANT REQUEST FROM JH
HOSPITALITY GROUP FOR PROPERTY LOCATED AT 20631 RENWICK ROAD**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules, regulations, and policies that pertain to the City’s government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, the Corporate Authorities of the City are committed to encouraging business growth within the city and rejuvenation and beautification of its existing buildings; and

WHEREAS, the Corporate Authorities have previously adopted a Façade Improvement Grant Program designed to stimulate high-quality, exterior building improvements to existing commercial buildings; and

WHEREAS, JH Hospitality Group plans to open in the City of Crest Hill a new restaurant called The Feathered Fork, which will be located at 20631 Renwick Road; and

WHEREAS, JH Hospitality Group has submitted a written application requesting that it be awarded a Façade Improvement Grant for its main exterior signage which will be affixed to the Façade of the building; and

WHEREAS, the Application includes the cost proposal for the illuminated and vinyl signage (total of \$5,263.81) along with graphic depictions of the signage on photographs of the building façade; and

WHEREAS, Façade Improvement Grant Program is limited to no more than 50% of the total costs of eligible improvements, not to exceed \$10,000.00 per project, and specifically lists “new signs and awnings” as eligible activities; and

WHEREAS, the City’s Community and Economic Development staff have reviewed the application and other submitted documentation and determined that the requested signage is not otherwise disqualified by the Façade Improvement Grant Program; and

WHEREAS, the Corporate Authorities have determined that there is currently sufficient funds remaining in the current year’s budget for the Façade Improvement Grant Program; and

WHEREAS, the Application seeks reimbursement of \$2,631.90, which is 50% of the total sign project costs; and

WHEREAS, the Corporate Authorities have determined that it is in the best interests of the City and its citizens to award JH Hospitality Group reimbursement of \$2,631.90 pursuant to the Façade Improvement Grant Program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all the recitals contained in the preamble to this Resolution are true, correct, and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: FAÇADE IMPROVEMENT GRANT PROGRAM REQUEST IS APPROVED.

The City Council hereby approves the application of JH Hospitality Group for reimbursement of \$2,631.90 for the illuminated sign and vinyl signage for The Feathered Fork, conditioned upon the final placement of the signage on the Renwick Road facing façade of the premises located at 20631 and as shown on Exhibit A attached hereto.

SECTION 3: SEVERABILITY. If any section, paragraph, clause, or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

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PASSED THIS 3RD DAY OF NOVEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderdwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 3RD DAY OF NOVEMBER, 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT “A”

PHOTOS OF SIGNAGE ON BUILDING FACADE



FAÇADE IMPROVEMENT GRANT PROGRAM

EXECUTIVE SUMMARY

The City of Crest Hill Façade Improvement Grant Program was designed to stimulate high-quality, exterior building improvements to existing commercial buildings—improvements that are sufficient in scope to produce visible changes to the building façades.

The ultimate goal of the Façade Improvement Grant Program is to improve the look of the City's business districts. Other program goals include:

- Enhancing the attractiveness of the City of Crest Hill's main commercial corridors
- Ensure a high level of maintenance for a sustainable commercial area
- Promote commercial vitality and increase economic activity
- Maintain or improve existing property values in the target area and adjacent areas

The target areas for the Façade Improvement Grant Program are the City's main commercial corridors including, but not limited to:

- Broadway Street/Route 53
- Plainfield Road/Route 30
- Larkin Avenue
- Weber Road

ELIGIBILITY

To be eligible for a Façade Improvement Program Grant, a building must be used in whole or in part for commercial purposes and preference will be given to those located within the target area. Retail uses are preferred. Tenants must have written permission from the property owner in order to engage in the program, and the City of Crest Hill must grant all appropriate permits and approvals before work can be done.

Eligible activities include, but are not limited to:

- Repair and/or replacement of the original building's materials and decorative details that are deteriorated or missing
- Repair on non-original materials that cannot be removed due to deterioration of the underlying original building material
- Tuck pointing and masonry repair
- Painting
- Repair, replacement or addition of entrances, doors, display windows, transoms or second-story windows
- Removal, repair and/or replacement of existing signs and awnings
- New signs and awnings
- Landscaping improvements and planters
- Permanent exterior lighting
- Design fees on completed projects
- Permit fees for completed projects

A façade is defined as any building or structural elevation fronting a public roadway or viewable from a right-of-way (including alley and courtyard façades). Non-eligible activities include:

- Work on a façade not visible from a public street (unless the improvement is part of contiguous work on a façade facing a public street)
- Work on a roof
- Purchase of property
- Construction of a new building
- Fixtures and equipment
- Inventory
- Work done before approval of an application agreement for the Façade Improvement Program
- Project cost **must exceed \$2,000** to be considered for a façade grant
- **Façade grant funds cannot be used to correct outstanding code violations, for property damaged by collision, acts of nature or occurrences covered by insurance**

Additionally, the following types of properties are not eligible for the Façade Improvement Program:

- TIF assisted or city incentivized property
- Tax delinquent property
- Property whose owner has any other tax delinquent property
- Property in litigation
- Property in condemnation or receivership
- Property owned by religious groups
- Property owned on which taxes are not being paid
- Properties on which taxes are being paid, but have nonprofit use, such as schools, charities, clubs, organizations, etc.
- Exclusively residential buildings
- Properties purchased from the City are viewed on a case by case basis
- Government subsidized daycare centers
- National Franchises or Retail Chain Stores

FUNDING GUIDELINES

Grants are available to make certain improvements to a building's façade. The grant reimburses up to 50% of the total project's construction cost, not to exceed \$10,000 per project. However, the reimbursement amount is subject to City Council discretion as well as budget availability. Rebates and other forms of economic incentives may be utilized as part of the grant reimbursement at the City's discretion. Funding amount can be influenced by the scope of the project, façade orientation, building use, and other factors.

While architectural services by a licensed architect are encouraged, they are not required to participate in the program. The City reserves the right to require the services of an architect for projects with a significant scope of work, historic significance, or otherwise. If the City approves the project, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only architectural services directly related to the approved façade improvements will be reimbursed. The façade grant program will provide reimbursement of 50% of City approved architectural services not to exceed 10 percent of the eligible construction costs, in which the amount is included toward the \$10,000 funding cap for reimbursement of construction costs.

APPLICATION REVIEW PROCESS

Interested parties must schedule a pre-application meeting with City staff prior to preparing any materials for submittal. Following this meeting, the applicant may complete and submit a grant application form, available on the City's website or in the Building Department at City Hall. Submittal requirements are set forth on the application form. Two bids should be submitted for each item in the scope of work. The City may enlist the services of an architect or construction manager to provide an independent review of the bids and also to give an opinion as to whether the proposed costs are fair and reasonable. These expenses would be incurred by the City. In addition, City staff may request material samples to gain a better understanding of the proposed colors. Information provided by the applicant will be used as the basis for preparation of the staff report to the City Council.

The City of Crest Hill retains the right to approve an entire request, to approve portions of a request, suggest and/or ask for changes/additions to a request before approving, or to deny any request or portion thereof. Staff will prepare a report offering a brief introduction to the project, a review of the various aspects of the proposal, and a suggested recommendation based on an evaluation of the proposed work against the City's signage ordinance.

City staff will determine if the application package that is submitted is sufficiently complete to review, and will draft a recommendation to the City Council. The application package is expected two weeks before a Council meeting. The application package will be reviewed by the City Council to determine whether the project should receive a grant and determine the amount of the award. In making the determination, the City Council will consider the following factors and may give priority to projects that meet the following criteria:

- Is the project in a historic district or is it in an individually eligible historic building?
- Will the project positively contribute to the City's redevelopment effort?
- Will the project substantially leverage more investments than the required matching amount of the grant?
- Will the grant result in an improvement that would not be made otherwise?
- Does the project comply with the City's ordinance?

Application packages must include enough documentation to illustrate the visual impact of the project and its costs. **Failure to provide required information will delay the review process.**

The items submitted should include:

- A completed application form
- Written consent from property owner giving permission to conduct façade improvements
- Color photographs of existing conditions
- Samples of materials and colors to be used

- Any other documentation necessary to illustrate the visual impact of the proposed project completion schedule
- Two competitive proposals from licensed and bonded contractors. These proposals should give detailed information about the work to be done, the costs, and the project completion schedule. Any contractor that has submitted a competitive detailed estimate may be used. **Contractors cannot be changed unless new proposals have been submitted and approved by City staff.**
- Owners or merchants who are in the contracting business and intend to perform work on their own properties or businesses, must furnish at least one proposal other than their own to be done.
- Owners and merchants may also perform work on their own buildings; however, they will not be reimbursed for time while acting as contractor and/or installing material.

Upon receipt of a complete application, with all the required attachments, a petition will be scheduled for the next available City Council meeting. The City Council meets the first and third Mondays of the month. Upon City approval, the applicant and City enter into a formal agreement, called a Façade Improvement Agreement, establishing the scope of work and approved reimbursement amount. The Agreement is signed by the City and the applicant, after the City Council has approved the project. Grant project work may commence after the Façade Improvement Agreement is signed and necessary permits are obtained.

GRANT REIMBURSEMENT

Reimbursement shall be limited to no more than 50% of the total cost of eligible improvements, **not to exceed \$10,000 per project**. However, the reimbursement amount is subject to City Council discretion. If the costs exceed the original estimates, the property owner or tenant will be responsible for the full amount of the excess. The City cannot reimburse more than the total amount specified in the Agreement.

Any work commenced prior to City Council approval and signing of the Façade Improvement Agreement will not be eligible for reimbursement funding, unless after-the-fact approval is granted by the City Council. No assurance is given that after-the-fact approval will be granted. The applicant has one year to complete the work from the date of the approval. Owners or lessees may request a six-month extension provided there is a demonstrated hardship.

The City of Crest Hill reserves the right to refuse reimbursements in whole or in part for work that:

- Does not conform to the program design guidelines
- Does not conform to the proposals submitted with the application and authorized by the City Council
- Are not commensurate with the workmanship and cost customary to industry
- Are not completed within one year from the date of approval (unless a six-month extension is granted)

Staff will inspect work to ensure that it complies with the approved plans. **Any changes to the approved plan will require a written request from the applicant and approval by the City Council in order to retain the façade grant.**

Grant reimbursement will occur upon completion of the improvements and after proof of payment has been received. If the applicant is doing his/her own labor, funding will be reimbursed only for materials used. The City may enlist the services of an architect or construction manager to provide an independent review of the construction costs to provide an opinion as to whether the costs are commensurate with prevailing construction costs and consistent with the contractor bids. These expenses would be incurred by the City.

Once completed, the applicant must maintain, and may not alter or change the improvements for a period of five years unless a request for modification is presented to the City Council and approved prior to commencing such work. The City will not reimburse for repair, replacement, or other alteration work completed through the Façade Improvement Grant Program for a period of seven (7) years.

In the event the improvements are not maintained, the City could require re-payment of the grant or an amount necessary to restore the improvements. Alternatively, the City could place a lien on the property for said amount.

Reimbursement can be expected approximately six (6) weeks after all the following documentation has been submitted:

- Copies of all paid invoices, canceled checks (bank statements) and lien waiver for all of the façade work covered by grant. These must equal at least the required matching amount. All project expenditures must be paid by check, money order or credit card. The invoices must be marked paid, signed, and dated by the contractors. Cash payments are not accepted.
- Lien waivers cannot be substituted for canceled checks or bank statements.
- Color photographs of the completed project.
- Projects that have received a Façade grant prior to having secured tenants for rental space must have half occupancy before a partial reimbursement will be processed. Owner has one year to retain full occupancy in order to receive full reimbursement.
- Properties that receive grants in excess of \$10,000 will have a lien placed on the property. This lien will remain in effect for three years. If the property is sold or transferred within that time period a portion of the award will be deducted from the proceeds of the sale. A property sold or transferred within one year will require repayment of the full amount, within two years 66%, and within three years 33%.

Reimbursement grants are subject to Federal and State taxes, and are reported to the Internal Revenue Service on Form 1099. Property owners and tenants should consult their tax advisor for tax liability information.



FAÇADE IMPROVEMENT GRANT APPLICATION

ARCHITECT/DESIGNER INFORMATION: FBS Signs & Printing		
NAME FBS Signs & Printing	COMPANY	CITY, STATE, ZIP
PHONE NUMBER	EMAIL	OTHER (CELL, ETC.)
BUSINESS LOCATION		
650 WARRENVILLE RD SUITE#100, Lisle, IL 60532 US		

APPLICATION INFORMATION:		DATE OF APPLICATION:
PRIMARY CONTACT	MAILING ADDRESS	CITY, STATE, ZIP
Sarah Cervantes		
PHONE NUMBER	EMAIL	OTHER (CELL, ETC.)
BUSINESS LOCATION		

Have these improvements already been completed? _____ Yes ☒ No

Please check planned improvements:

_____ Canopy/Awning _____ Entrance _____ Painting _____ Tuck Pointing

_____ Windows _____ Lighting _____ Landscaping ☒ Signage

_____ Other, please specify _____

Description of Business

Feathered Fork, a Global Chicken restaurant

Description of proposed project:

Signage for Feathered Fork

REQUIRED FOR GRANT CONSIDERATION

☐

Projected Budget for scope of work to be performed, including two competitive proposals from licensed and bonded contractors

☐

Elevations and or plans, if applicable

☐

Photos of building exterior/facade

☐

Samples of proposed materials

☐

Written consent from property owner to conduct improvements

☐

Verification the property/business is in good financial standing with the City

ACKNOWLEDGEMENT & SIGNATURE

Execution of this application constitutes a grant agreement and creates specific obligations on the part of the Applicants, and I hereby affirm that I have reviewed and understand the Administrative Rules governing the Grant Program. I hereby affirm that I have full legal capacity to authorize the filing of this application and that to the best of my knowledge and belief, the information stated in this application and in all supporting documentation is true and accurate. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. I hereby agree that I personally guarantee any refund required pursuant to failure to strictly adhere to the Administrative Rules and the Grant Program parameters. I permit City representatives to make all reasonable inspections and investigations of the property during the process period of this application. As the business owner of this business, I hereby certify that this application and the use of any provided Grant proceeds shall be in accordance with all applicable ordinances, codes, and the Grant Program Administrative Rules.

Sarah Cervantes

10/18/25

SIGNATURE OF APPLICANT

DATE

To: City of Crest Hill
Attn: Sign Façade Improvement Program Committee
Subject: Feathered Fork Sign Façade Program Participation Request

Dear Committee Members,

On behalf of Feathered Fork, I'm writing to express our interest in participating in the City of Crest Hill's Sign Façade Improvement Program for our main exterior signage.

About Feathered Fork

Feathered Fork is a new restaurant opening soon in Crest Hill, offering a menu centered around global chicken and seafood dishes, all made with fresh ingredients and plenty of flavor. Our goal is to create a warm, inviting space where families, friends, and neighbors can enjoy a great meal close to home.

Our Team

Feathered Fork is part of JH Hospitality Group, the same team behind Touché French Creole and Giardino Trattoria & Pizzeria in Aurora. Our group is passionate about thoughtful design, quality food, and contributing to the local communities we're part of. Collectively, our team brings experience in hospitality, design, and community engagement, and we're excited to bring that energy to Crest Hill.

Project Request

We are requesting participation in the Sign Façade Improvement Program to receive reimbursement for our main exterior sign, totaling \$3,353.90. The sign features the Feathered Fork name and logo and is designed to complement the existing façade, providing a welcoming and visually cohesive look within the retail center. It enhances the property's curb appeal and helps establish our restaurant as a positive addition to the Crest Hill community.

Looking ahead, we also plan to apply for the patio improvement grant in the spring, as we continue to invest in creating an inviting outdoor dining space that adds to the area's appeal and accessibility.

We appreciate the city's commitment to supporting local businesses and enhancing community spaces. Thank you for considering Feathered Fork for the Sign Façade Improvement Program. We're excited to be part of Crest Hill's growing landscape and look forward to building a long-term presence in the community.

Thank you,
Sarah Cervantes
Marketing & Design
JH Hospitality Group

FBS SIGNS & PRINTS, INC.

650 WARRENVILLE RD SUITE#100

LISLE, IL 60532 US

+18552221133

Billing@fbsprints.com

http://www.Fbsprints.com



Estimate

ADDRESS

HARISH

ANANTHAPADMANABHAN

JH REAL ESTATE PARTNERS

LLC

105 E. GALENA BLVD

AURORA, IL 60506

SHIP TO

HARISH

ANANTHAPADMANABHAN

JH REAL ESTATE

PARTNERS LLC

FEATHER FORK

ESTIMATE # 58804**DATE** 09/25/2025

ACTIVITY	QTY	RATE	AMOUNT
Signage Fabricating a custom shape fork front and back lit 7' wide. Fabricating individual led channel letters 9" for " FEATHERED FORK" with white faces all mounted on a 2 inch backer panel. Overall size of backer panel is 12.5" x 144". Installation of signage on the facia on the building.	1	3,353.90	3,353.90T
VINYL DECALS Fabricating kiss cut, weeded and premask with lamination for vinyl below vinyl letters on the top window sizes 31"x34.5" qty 6 31" x 34.5" qty 1 16' x 31" qty 2 vinyl forks 55" x 11" qty 2 patio windows over all size 31' x 192" with Installation for all the vinyl's first surface.	1	1,520.00	1,520.00T
Permits Permit procurement, permit preparation, application fees and permit cost will be billed to customer	1	0.00	0.00

PRICING IS GOOD FOR 30 DAYS FROM DATE ABOVE.

LOOKING FORWARD FOR YOUR BUSINESS!

SUBTOTAL

4,873.90

TAX (0.08)

389.91

TOTAL**\$5,263.81**

Accepted By

Accepted Date



