



Regular City Council Meeting

Crest Hill, IL

December 04, 2023

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

Agenda

Opening of Meeting:

Pledge of Allegiance

Roll Call

Minutes:

- [1.](#) Approve the Minutes from the Regular Meeting Held on November 20, 2023.
- [2.](#) Approve the Minutes from the Work Session Held on November 27, 2023.
- [3.](#) Approve the Minutes from the Work Session Held on November 30, 2023.

City Attorney:

- [4.](#) 1. Approve an Ordinance Regarding the Illinois Paid Leave for All Workers Act for the City of Crest Hill

2. Approve a Resolution Amending Section 3.11 (Benefit Eligibility) and Section 8.2 (Vacation) of the City of Crest Hill Employee Handbook

City Administrator:

Public Works Department:

City Engineer:

- [5.](#) Approve an Ordinance Amending Provisions of Title 13 (Water and Sewer), Chapter 13.24 (Rates and Charges) of the Crest Hill City Code Regarding Water and Sewer Rates

Community Development:

- [6.](#) Approve an Ordinance Granting a Special Use Permit with Respect to Certain Real Property Located within the Corporate Boundaries of the City of Crest Hill (Application of Caliber Collision Centers)

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.

- [7.](#) Approve an Ordinance Amending Section 15.08.020 (Building Permit Fees for Commercial/Industrial Construction) of Chapter 15.08 (Building Permit Fees) of Title 15 (Buildings and Construction) of the Crest Hill City Code of Ordinances

Police Department:

Mayor's Report:

City Clerk's Report:

City Treasurer's Report:

- [8.](#) Approval of a \$150,000 Payment to the City's Police Pension Fund, in Accordance with Resolution 974
- [9.](#) Approval of the List of Bills issued through December 5, 2023 in the Amount of 1,890,898.30
10. Regular and Overtime Payroll from November 6, 2023 to November 19, 2023 in the Amount of \$253,036.67

Unfinished Business:

New Business:

Committee/Liaison Reports:

City Council Comments:

Public Comment:

Executive Session: If Called by Council for a Good Cause

Adjourn:

MINUTES OF THE REGULAR MEETING
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
November 20, 2023

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 Glen Conklin, Alderman Scott Dyke, Alderman John Vershay, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: Deputy Chief Jason Opiola, Assistant Public Work Director Blaine Kline, City Engineer Ron Wiedeman, Finance Director Lisa Banovetz, Interim Director of Community Development Ron Mentzer, Interim Employee Relations Manager Dave Strahl, City Attorney Mike Stiff, Deputy Clerk Karen Kozerka.

Absent were: Alderman Mark Cipiti, Building Commissioner Don Seeman, Interim Planner Maura Rigoni.

Mayor Soliman excused Alderman Cipiti presence for the meeting.

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the Regular meeting held on November 6, 2023 for Council approval per the memo dated November 20, 2023.

(#1) Motion by Alderman Albert seconded by Alderwoman Gazal, to Approve the Minutes from the Regular Meeting Held on November 6, 2023 per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Albert, Kubal.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Mayor Soliman presented the minutes from the Work Session meeting held on November 13, 2023 for Council approval per the memo dated November 20, 2023.

(#2) Motion by Alderwoman Gazal seconded by Alderman Jefferson, to Approve the Minutes from the Work Session Meeting Held on November 13, 2023 per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Vershay, Gazal, Oberlin, Albert, Kubal, Dyke.

NAYES: None.

ABSTAIN: Ald. Jefferson.

ABSENT: Ald. Cipiti.

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

CITY ATTORNEY: Attorney Mike Stiff commented that he has no agenda items for discussion but is happy to entertain any questions. Alderperson Oberlin asked Attorney Mike Stiff if we will get an update in executive session. Attorney Stiff directed the question to Alderwoman Gazal and stated we can if you would like. Alderwoman Gazal commented that we can.

CITY ADMINISTRATOR: There were no agenda items for discussion.

PUBLIC WORKS DEPARTMENT: Assistant Public Works Director Blaine Kline requested Approval of Pay Request #10 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a total Amount of \$1,073,787.45 per the memo dated November 20, 2023.

(#3) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to Approve Pay Request #10 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a total Amount of \$1,073,787.45 per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Albert, Kubal, Dyke, Vershay, Jefferson.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Assistant Director Kline reminded everyone that the Christmas Parade is on Saturday, November 24, 2023 starting at 2:00 p.m. After the parade the Winter Fest will be held at the City Center beginning at 4:00 p.m. until 6:30 p.m. There will be free activities for the children and pictures with Santa. Information will be posted on the city website.

Alderperson Oberlin noted that all the documents with the official seal and the documents from Christopher Burke have the incorrect address on them and asked to have all the documents updated to the current address.

CITY ENGINEER: City Engineer Ron Wiedeman requested Execution of a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. to Perform Phase A-Site Investigation Engineering Services for the Future Crest Hill Business Park Truck Route for a not to Exceed Amount of \$56,180.00 per the memo dated November 20, 2023.

(#4) Motion by Alderman Albert seconded by Alderperson Oberlin, to Execute a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. to Perform Phase A-Site Investigation Engineering Services for the Future Crest Hill Business Park Truck Route for a not to Exceed an Amount of \$56,180.00 per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Albert, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Engineer Ron Wiedeman requested to Approve Work Completed Under an Emergency to Tie an Existing Fire Line to the New Water Main Installed as Part of the Hillcrest Water Main Project for an Amount of \$18,735.67 per the memo dated November 20, 2023.

(#5) Motion by Alderperson Oberlin seconded by Alderman Dyke, to Approve Work Completed Under an Emergency to Tie an Existing Fire Line to the New Water Main Installed as Part of the Hillcrest Water Main Project for the Amount of \$18,735.67 per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Albert, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Engineer Ron Wiedeman requested to Approve an Ordinance Amending Section 15.04-050 (Letters of Credit and Other Surety Requirements) of the City of Crest Hill Code of Ordinances per memo dated November 20, 2023.

(#6) Motion by Alderman Jefferson seconded by Alderwoman Gazal, to Approve an Ordinance Amending Section 15.04-050 (Letters of Credit and Other Surety Requirements) of the City of Crest Hill Code of Ordinances per memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Oberlin, Albert, Kubal, Dyke, Vershay, Jefferson, Gazal.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Ordinance #1965

ECONOMIC DEVELOPMENT DEPARTMENT: Interim Community Development Director Ron Mentzer commented that he has no agenda items for discussion but wanted to wish everyone a Happy Thanksgiving.

POLICE DEPARTMENT: Deputy Chief Jason Opiola requested Approval to Upgrade the Police Department Scheduling Program to UKG TeleStaff Cloud not to Exceed an Amount of \$4,500.00 per the memo dated November 20, 2023.

Alderperson Oberlin asked Finance Director Banovetz if she has been able to review this request. Director Banovetz commented that she has been involved and she feels this is a necessity to upgrade to the cloud to keep their scheduling.

(#7) Motion by Alderman Albert seconded by Alderwoman Gazal, for Approval to Upgrade the Police Department Scheduling Program to UKG TeleStaff Cloud not to Exceed an Amount of \$4,500.00 per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Albert.

NAYES: None.

ABSENT: Ald. Cipiti.

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

MAYOR: Mayor Raymond Soliman requested the Appointment of Public Works Director to Blaine Kline per the memo dated November 20, 2023. This was discussed at the last work session. Mayor Soliman commented that Blaine is a man of great character, and he has a ton of respect for Blaine. He also stated that Blaine has shown he can do this job and he can do it effectively as he has been doing the job over the last several months. Mayor Soliman is recommending appointing Blaine Kline as the Director of Public Works effective immediately with a salary of \$135,000.00 and four-weeks' vacation.

(#8) Motion by Alderperson Oberlin seconded by Alderman Albert, for the Appointment of Blaine Kline to Director of Public Works per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Albert, Kubal.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Mayor Raymond Soliman requested Approval for Proposal by GovHR for Recruitment and Selection of a City Administrator per the memo dated November 20, 2023. Mayor Soliman stated that this will cost \$23,500.00.

Alderperson Oberlin asked Attorney Mike Stiff if he has reviewed this request. Attorney Stiff commented that there are some options that should be discussed regarding if any of the options are in addition to the base amount if the Council chooses.

(#9) Motion by Alderman Dyke seconded by Alderman Jefferson, for Approval by GovHR for Recruitment and Selection of a City Administrator per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Vershay, Jefferson, Gazal, Oberlin, Albert, Kubal, Dyke.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Resolution #1191

Mayor Raymond Soliman requested Approval of the Will County Governmental League Holiday Reception per the memo dated November 20, 2023. Mayor Soliman commented that if you elect to bring a guest it would be the responsibility of the elected official to reimburse the city for their attendance.

(#10) Motion by Alderwoman Gazal seconded by Alderperson Oberlin, for Approval of the Will County Governmental League Holiday Reception per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Albert, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Mayor Soliman announced that the Alano Club of Joliet is having a grand opening on Friday, December 1, 2023 from 4:00 p.m. until 7:00 p.m. located at 1807 Plainfield Road in Crest Hill.

Mayor Soliman also announced that he attended the Veterans Ceremony at Joliet High School, and two Crest Hill WWII Veterans were honored at that ceremony. He also commented that he attended the Chaney-Monge Veterans Program, and he attended the Veterans Ceremony at Post #1080.

Mayor Soliman thanked the Veterans for their commitment to their country and community.

Alderman Gazal asked if we will be posting anything regarding who will handle the cable television. Mayor Soliman commented that there is a gentleman he will reach out to that may have someone interested in helping us with the broadcasting of the meetings. Alderman Gazal asked if we could post something. Mayor Soliman commented that we should meet with the gentleman in mind first.

CITY CLERK: City Clerk Christine Vershay-Hall commented that he has no agenda items for discussion but wanted to wish everyone a Happy and Safe Thanksgiving.

CITY TREASURER: Interim Employee Relations Manager Dave Strahl requested Approval of an Agreement to Enter into a Scope of Services Contract for Professional Outreach Recruitment Process by GovHR for the Purposes of Recruiting a Community Development Director per the memo dated November 20, 2023. He commented that the original contract provided stated that the project cost was \$4,500.00 plus advertising expenses. He stated that he has received a revised agreement with estimated advertising expenses of \$2,000.00 for a total project cost of \$6,500.00. This scope of services would be placement of the ad and collecting resumes and submitting the resumes to the city for consideration.

(#11) Motion by Alderman Gazal seconded by Alderman Oberlin for Approval of an Agreement to Enter into a Scope of Services Contract for Professional Outreach Recruitment Process by GovHR for the Purposes of Recruiting a Community Development Director per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Albert, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Finance Director Lisa Banovetz requested Approval to Hire Accounts Disbursement Clerk from the Recently Certified Civil Service List per the memo dated November 20, 2023. She commented that the list was certified on November 3, 2023.

(#12) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, Approval to Hire Accounts Disbursement Clerk from the Recently Certified Civil Service List per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Albert.

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Treasurer Glen Conklin requested Approval of bills through November 21, 2023 in the amount of \$1,894,724.50 for Council approval per the memo dated November 20, 2023.

(#13) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to Approve the list of bills through November 21, 2023 in the amount of \$1,894,724.50 per the memo dated November 20, 2023.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Albert, Kubal, Dyke, Vershay, Jefferson.

NAYES: None.

ABSENT: Ald. Cipiti.

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

City Treasurer Glen Conklin presented the regular and overtime payroll from October 23, 2023 through November 5, 2023 in the amount of \$241,580.95 per the memo dated November 20, 2023.

Finance Director Lisa Banovetz presented the Retroactive Pay Payroll for the Period May 1, 2022 to October 22, 2023 for all the City of Crest Hill MAP Police Union Employees in the Amount of \$194,513.30 per the memo dated November 20, 2023. Director Banovetz thanked Interim Employee Relations Manager Dave Strahl for working on this very detailed spreadsheet for two months. She also thanked Marissa Stirn, Regina Cabay, and Karen Urbanski in her Finance Department. She commented that she feels she has the best team in the world, and everyone worked collectively and hard to get this done.

Treasurer Conklin thanked Interim Manager Strahl and Director Banovetz for their job well done and he also wished everyone a Happy Thanksgiving.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS: There was no new business.

COMMITTEE/LIAISON REPORTS: Alderman Albert announced that our Annual Decorating Contest has begun. The forms are available on the city website. The forms are due by December 13, 2023 and judging will take place between December 14-17, 2023. The winners will be presented at the December 18, 2023 meeting. If anyone has any questions, please contact Alderman Nate Albert and Alderman Mark Cipiti.

COUNCIL COMMENTS: Alderman Albert commented that he is looking forward to the parade and winter fest.

Alderperson Oberlin wished everyone a Happy Thanksgiving and mentioned that it is a great time, if you are able, to donate for those in need.

Alderwoman Gazal wished everyone a Blessed and Happy Thanksgiving and to enjoy your family.

Alderman Jefferson wished everyone a Happy Thanksgiving.

Alderman Vershay wished everyone a Happy Thanksgiving.

Alderman Dyke wished everyone a Happy and Blessed Thanksgiving and to give thanks for everything you have.

PUBLIC COMMENT: There were no public comments.

Mayor Soliman informed the Council that there was a need for an executive session on Personnel 5 ILCS 120/2(c)(1).

(#14) Motion by Alderwoman Gazal seconded by Alderperson Oberlin to go into executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Albert, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Executive Session 7:27 p.m.

(#15) Motion by Alderperson Oberlin seconded by Alderman Albert, to reconvene from the executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin Albert.

NAYES: None.

ABSENT: Ald. Cipiti.

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

Reconvened 7:47 p.m.

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

(#16) Motion by Alderman Dyke seconded by Alderman Vershay, to adjourn the November 20, 2023 Council meeting.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Albert, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: Ald. Cipiti.

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

The meeting was adjourned at 7:48 p.m.

Approved this _____ day of _____, 2023

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

DRAFT

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
November 27, 2023

The November 27, 2023 City Council work session was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Blvd. Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, Alderman Scott Dyke, Alderman John Vershay, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: Public Works Director Blaine Kline, City Engineer Ron Wiedeman, Finance Director Lisa Banovetz, Interim Community Development Director Ron Mentzer, City Attorney Mike Santschi.

Absent were: City Treasurer Glen Conklin, Police Chief Ed Clark, Interim Planner Maura Rigoni, Interim Employee Relations Manager Dave Strahl, Building Commissioner Don Seeman.

Mayor Soliman excused Treasurer Glen Conklin from the meeting tonight.

TOPIC: Fiscal Year 2022-2023 Audit Summary

Finance Director Lisa Banovetz commented that Katie and Sara from Wermer & Rodgers are great partners and have been patient while making great strides.

Alderman Cipiti commented that he has had numerous resident complaints regarding not able to hear the meetings and would like everyone that is speaking to speak into the microphone so they can hear better.

Katie Napier with Wermer, Rogers, Doran, & Ruzon introduced herself and gave a presentation regarding the audit report that was passed out to each official.

Katie explained that for the past few years the City of Crest Hill has received a Certificate of Achievement for Excellence in Financial Reporting, which is an award for the highest level of reporting. This certificate is for the fiscal year 2022 and this report we are talking about tonight was submitted and takes a few months to receive back.

In the opinion of Wermer, Rogers, Doran, and Ruzon, the financial statements do present fairly in all material respects and are the best opinion the City of Crest Hill can receive.

Katie explained a highlight of the activity that took place in the fiscal year 2023 by fund. She commented that what continues to be the highest source of revenue in the general fund is the property tax and sales tax. She then went over the expenditures for the year. The highest expenditures were public safety and capital projects.

Katie also discussed our net change in fund balances in the amount of \$51,401.00. Which means all the activity in the fiscal year 2023 was about a wash in the funds. She also mentioned other ending balances, such as:

- General Fund balance \$12.9 million
- Non-Home Rule Sales Tax balance \$4.3 million
- Deficit in the Capital Projects Fund balance of \$4.8 million
- Other Governmental Funds balance \$2.5 million
- Total Governmental Funds balance as of 4/30/2023 was \$15 million

Katie discussed the Proprietary Funds of the Water and Sewer Fund and the Refuse Fund. She commented that both funds had operating income; water and sewer had \$2.9 million, and the refuse fund had approximately \$40,000.00 in operating income. The total change for the year was a little higher, which the change was approximately \$5.3 million.

Katie discussed the Police Pension Fund and said the total investment income loss for the fiscal year 2023 was about a wash. There was a loss of \$2,584.00 which is when you net your interest and dividends together with net depreciating in investments (change in the market value). She also mentioned that the net decrease in net position was a negative \$237,494.00 which was mostly due to the net depreciation in the market.

Katie briefly mentioned that the schedule of changes in the net pension liability and related ratios of the police pension fund ended at \$11.8 million which is 68.11% funded.

Sara with Wermer, Rogers, Doran, & Ruzon gave a summary of the single audit report. This audit is required when a city has more than \$750,000.00 of federal expenditures. This audit looks to make sure that the city is reporting and spending the funds correctly as set in the guidelines of the grants. She commented that the City of Crest Hill received the best opinions and the best results a city can receive on a single audit.

Sara explained that the Management Letter is recommendations that come from their findings of the audit procedures. She mentioned they are just suggestions, and they were able to take six comments from last year's findings out of this year's Management Letter, which means they were resolved.

Aldersperson Oberlin asked if they had to compare this year to other years, would this year be given an 'A' over the other years. Sara commented that this audit was very smooth compared to the others. She also commented that Director Banovetz is very responsible and efficient, and the longer Director Banovetz has been here, the easier the process is in comparison to prior years.

Aldersperson Oberlin thanked Director Banovetz and commented that Director Banovetz and Treasurer Conklin have turned things around and she appreciates their dedication and hard work.

Mayor Soliman commented that the city is in very good shape and fiscally sound for the economy we live in today and our Police Pension Fund is almost 70% funded.

Alderwoman Gazal thanked Director Banovetz for her hard work and dedication.

Alderman Cipiti also thanked Director Banovetz and her staff for their hard work and dedication.

Alderman Dyke thanked Director Banovetz and her staff for their hard work.

Director Banovetz thanked the Council for their support.

Alderman Oberlin asked if we should be alarmed about the 15% decline in the last two years with the Police Pension Fund. Katie commented that it is something they have noticed in the municipalities, and it is due to the market.

Alderman Albert commented that he deals with this in business every day and that the fixed income part of portfolios is really rough the last couple of years and even a balanced portfolio has been down for a long period of time, and he feels next years will be better.

TOPIC: Special Use Auto Repair- Caliber Collision 1815 Plainfield Road

Mayor Soliman informed the Council that our City Planner Maura Rigoni had a death in the family and to please keep her and her family in our prayers.

Interim Community Development Director Ron Mentzer informed the Council that he would be zooming in on the applicant from Texas tonight for the meeting.

Alderman Albert wanted to thank Kurt Johnson the owner of this property for always keeping the property looking nice.

Director Mentzer commented that there was a favorable recommendation from the Plan Commission at the November 9, 2023 meeting. This is for the property that is currently owned and occupied by Wreck's Auto since the late 1990's. At that time auto repair was a permitted use but in 2000 the city adjusted their zoning ordinances and made auto repair a special use in the underlying business districts and any existing auto service businesses that are existing prior to becoming a special use be made to acquire a special use whenever the business or property were sold. Caliber Collision is purchasing the existing auto repair business only and not the property and it will be a similar business that has been happening on the property since the late 1990s.

Plan Commission reviewed the request and made a unanimous decision to recommend approval with the following conditions, which are:

- No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building.
- No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0.
- No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment.
- Overnight parking of vehicles is permitted outside of the building, within the fenced area on the property.
- No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted.

- Hours of operation are Monday thru Friday, 7:30 am to 5:30 pm and a ½ day on Saturday by appointment only.
- No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- The area on the adjacent property to the south is limited to *vehicle storage only, associated with the operations at 1815 Plainfield Road.*

Director Mentzer requested to authorize the City Attorney and Staff to prepare the necessary Ordinance and supporting documents to approve the request subject to the Finding of the Fact and the conditions as outlined in the PC recommendation.

Mayor Soliman asked if there were any questions. There were none.

Mayor Soliman asked for an informal vote.

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

NAYES: None.

ABSENT: None.

Mayor Soliman commented that this will be on December 4, 2023 meeting agenda.

TOPIC: Water and Sewer Utility Rate Study Presentation

City Engineer Ron Wiedeman commented that a couple of years ago the city prepared a rate study and presented it to the Council and at that time the rate study was based on operational and capital cost that the Public Works had put together for the study and included some very preliminary costs for the new Lake Michigan water supply. When costs for the new Lake Michigan supply line were better defined, the study would be carried out again to make sure adequate financing would be available to cover all costs. Engineer Wiedeman commented that the staff has completed a new rate study and Dave Naumann from Burns & McDonnell is here to present the findings.

Dave Naumann introduced himself and presented the rate study and the findings. He began with background information stating that water and sewer household costs have been going up at two times the rate of inflation. To come to this conclusion, he commented that they look at different things and one is the water and sewer index, which has gone up 4.7%. Also, American Water Works performs a rate study and National Association of Clean Water also performs an analysis of sewer only.

Historically common factors contributing to utility rate increases are:

- General trend in lower use per account can pressure variable revenue streams
- Inflation on operating and capital/construction costs
- More stringent water quality regulations
- Aging infrastructure requires renewal and replacement

Dave commented that the initial study of the financial plan for the city was done in 2021, then a refresh was done in 2022 which was submitted to the commission, and another was done in 2023 which he presented.

He discussed the Financial Planning Guiding Principles, which are:

- Evaluate water and sewer as self-sufficient utilities
- Levelized rate increases
- Sustain a minimum of 90 days operation and maintenance expense in reserve
- Prudent use of debt to fund capital plans
- Target debt service coverage of 1.50x or higher over time as a combined utility

He then discussed the presentation slides regarding Water Capital Program and Funding strategy and summarized the Proposed Water Financial Plan. He then moved on to the sewer infrastructure explaining the graphs and what the colors mean on pages 31-34.

Dave explained that our current rates are comprised of a base charge which includes monthly allowance of 400 cubic feet and when you are beyond 400 cubic feet you are charged for each additional 100 cubic feet. On the water and sewer side they have taken a similar approach to prior analysis and if the revenue increase was 10% for sewer, then we increased the corresponding rates 10%, this is across the board increase and the same approach is done on the water side. He showed a slide explaining the charges which you can find on page 36.

Dave explained the proposed 2025 bill comparable to regional municipalities and we are at \$74.10 which is consistent with the average but a little bit on the higher side. (See page 38 for chart reference) He did make comment that Joliet just implemented a four-year rate program, and their water rates are going up 17.25% per year. Engineer Wiedeman noted that Joliet and Romeoville have not made their adjustments yet.

Mayor Soliman asked Dave if he would recommend a flat fee or a percentage. Dave commented that a flat fee increase will impact your smallest users the most. Mayor Soliman commented that he feels the problem with Crest Hill is our billing is two months at a time. He said the sooner we can go to a monthly billing process the better we will be since it would be much easier for a homeowner to budget. Dave commented another plus would be it gives a homeowner immediate feedback on their water use if they have a higher bill, they can react quicker than waiting two months. Alderperson Oberlin commented that this is why she suggested two years ago to have a monthly bill process.

Director Banovetz commented that we need to get through the meter change out process first.

Mayor Soliman commented that in the past monthly billing was a strain on staff. Director Blaine Kline commented that they can handle the shut offs, we just need to make sure utility billing is staffed to handle monthly billing.

Dave discussed in the summary findings that the inflation on operating expenses and capital improvements are impacting the utility cost structure and the rates proposed are sufficient, but they would recommend adopting a five-year rate plan to meet funding requirements for both utilities. They also recommend re-evaluating long-term financial plans during annual budget preparation.

Alderman Vershay commented that at these rates his water bill will be \$300.00 higher annually on the minimum use of 400 cubic feet.

Alderman Albert asked how many minimum uses there are and if other municipalities have a minimum and if that is common. Dave commented that it is equally distributed where the number of utilities will then include a minimum allowance in their bill versus having a fixed charge that doesn't include any allowance.

Alderwoman Gazal asked if the federal money is a guarantee. Engineer Wiedeman commented that there is never a guarantee and anything that comes in will help us along the way. The commission is the one that is heading the federal and state funding, who will receive the money as a group and then it will filter down to each municipality.

Alderwoman Gazal asked Director Banovetz if she thinks we could be on a monthly billing process by next year. Director Banovetz commented that we need to work on the meters, then staff to support, and lockbox. She stated that it is on the radar.

Alderman Albert asked how they are doing on the meters. Director Kline commented that they are about 60-70% installed.

Mayor Soliman asked for an informal vote for bringing a five-year rate plan for water and sewer rates based on the increase presented beginning May 1, 2024.

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

NAYES: None.

ABSENT: None.

TOPIC: MIF Permit Fees

Interim Community Development Director Ron Mentzer commented that in 2022 the Council approved revisions to the City's building permit fees. Director Mentzer commented that when issuing permits for the new 577,000 square foot warehouse distribution facility that Midwest Industrial Funds (MIF) is building on Lidice Parkway that the structure of the commercial building permits does not account for the issuance of a variety of permits for the phased construction of the project like MIF is doing. We have already issued the foundation permit and there will be several permits needed. They will need a building shell permit and as they were reviewing this permit, they have noticed that under the structure of the fee schedule they would be required to pay \$1.00 per square foot which would be \$577,000.00 on top of the \$80,000.00 permit they already paid for the foundation. MIF is building this structure as a speck building, and they are not proposing to build out of the interior of the building until they find a tenant which at that time will need another permit and the fee schedule will be charging again another \$1.00 per square foot for the build out permits.

Unless revisions are made to the City's commercial building permit fee schedule the city will be charging MIF more than double due to their phased construction and permitting approach

Director Mentzer requested approval to work with the city attorney's office to prepare an ordinance to revise the fee schedule to clarify the commercial permit fee schedule for phased commercial construction approaches to be more consistent with the single / phase permit approach.

Alderman Gazal asked if Director Mentzer had investigated what it would cost at the Village of Romeoville. Director Mentzer commented that he did look into the Village of Romeoville, and it would cost approximately \$600,000.00 for a total phased permit.

Alderman Oberlin asked if they have a time limit on the completion of the building with the permit. Director Mentzer commented that there is generally not a time limit, but he would advise that we incorporate into our ordinance a possible three-year period from when the first permit is issued.

Alderman Albert asked if the Plan Review Fee and the Construction Water Usage Fee being competitive and should stay the same. Director Mentzer commented that he thinks the Plan Review Fee is low but when you incorporate that in with the \$1.00 a square foot fee then overall it is a reasonable fee.

Alderman Vershay asked how the fees would compare to other communities around us. Director Mentzer commented that is comparable and Joliet fees are a little lower, but Romeoville would be a little higher and our \$1.00 square foot is very competitive.

Alderman Albert asked how a foundation Permit is calculated. Director Mentzer commented that it's not very clear, but they calculated it on the value of construction which the developer told us how much the value is, but you cannot use that for new construction or build outs. He commented that going forward it needs to be clearer for a foundation permit.

Alderman Oberlin asked if the Plan Review Fee and the Commercial Water Usage Fee is cumulative or just a one-time fee. Director Mentzer commented that the Water Usage Fee would be a onetime fee, but the Plan Review Fee would be cumulative every time we a plan is reviewed

Mayor Soliman asked for an informal vote to revise the existing permit fee schedule to:

- clarify permit fee requirements for a phased permitting approach
- make the total permitting costs for the phased permitting approach more consistent with the total permitting costs for a single permit approach
- ensure the total permitting costs of a phased permitting approach account for the increased plan review and administrative costs associated with issuing multiple permits instead of one.
- Place a time limit on permits.

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

NAYES: None.

PASS: Ald. Vershay.

ABSENT: None.

Mayor Soliman commented that this will be on the December 4, 2023 meeting agenda.

TOPIC: Places for Eating Tax Discussion

Finance Director Lisa Banovetz commented that she has been working with Building Commissioner Don Seeman to issue administrative tickets to all the businesses who have not paid their Places for Eating Tax. They will need to appear at the Administrative Hearing on December 20, 2023 and plead their cases as to why they have not paid. Director Banovetz commented that she would not be there for the administrative hearing and Interim Employee Relations Manager Dave Strahl will be in attendance on behalf of Director Banovetz. Director Banovetz informed the Council that she sent out a list of all delinquent businesses and the list is still the same. She commented that she asked Mayor Soliman to give her a list of all businesses that have liquor licenses and one of the businesses on his list was Betsy's Bistro who has not registered yet. One of the ways these video gaming businesses are operating is that they are stating they only have to pay sales tax on food and beverage to the State annually but our ordinance states that they should be paying monthly.

She also commented that she feels some of the businesses are not being forth coming with what they are reporting and our ordinance states that she can go out and examine their records. She also commented that Mayor Soliman needs to tell these businesses that they need to understand that these are legal filings, and they have to be accurate with what they are reporting to us.

Director Banovetz commented that we need to make sure that all money owed to the city is paid and current and not just the Places for Eating Tax. We need to look and see if there is past due water payments, building permit fees, or any other money owed to the city. She also commented that in the past we never checked to see if any money was owed to the city before issuing licenses.

Alderman Cipiti commented that it seems like there has been no positive movement with getting any further businesses to register. He asked what we are going to do at the end of the year when we have businesses that are not paid current by the end of the year. Director Banovetz commented that she is unclear legally what we can do if a business does not have a current active business license.

She also commented that McDonalds has ignored every single correspondence regarding paying their Places for Eating Tax and they first tried to pass it off that it is franchised and not corporate, but it is corporately owned.

Director Banovetz commented that she talked to Mayor Soliman and suggested he has to check or have someone from his office check on these businesses. She commented that she has been talking about this all year and now we are close to the end of the year and are now discussing this.

Mayor Soliman commented that he and Director Banovetz had discussed this and came to an agreement. He commented that liquor license applications have started coming in and we are holding off until December and these businesses will have to show they are paid up through November and then the liquor license will be issued but they will then have to make a payment for December by January 20, 2024. If they do not make a payment for December, we will revoke the liquor license until they are paid currently.

Alderman Albert wanted clarification of the bistro's on the delinquent list why some are missing months and Betty's just has January. Director Banovetz commented that Betty's has never registered.

Alderman Cipiti asked what we have done since they last discussed this. Director Banovetz commented that we have issued administrative tickets. She also commented that she feels they will all pay a lump sum in order to get their license but that is not how it should be, it should be monthly.

Alderwoman Gazal asked what if the business doesn't have a liquor license, how will we handle that. Director Banovetz commented that she had wondered if February 1, 2024 can we tell them they cannot operate.

Attorney Mike Santschi commented that if a business is operating without a city business license, they can be given an administrative ticket each day they are still operating without a license and then if they ignore the administrative ticket, we can take a judgement and then take them to Circuit Court for enforcement and seek attorney fees as part of the penalty. Alderwoman Gazal asked who is in charge of doing this. Director Banovetz commented that we have started this process by issuing an administrative ticket.

Director Banovetz commented that the administrative hearing is December 20, 2023 and all businesses that were given an administrative ticket will have to appear then and a fine of \$750.00 can be administered. Attorney Santschi commented that if we can get the business to apply with the administrative hearing that would be more cost effective, but if someone remains unresponsive for a period then you would need to build up a series of findings.

Alderwoman Gazal asked if we should send a letter explaining the details of this tax and the penalties and consequences. Director Banovetz commented that she has sent letters, phone calls, and had face to face conversations.

Alderman Albert commented that he finds it weird that these businesses have registered but just not followed up and reported sales and paid the tax.

Alderman Oberlin asked what the process is if someone gets their liquor license revoked. Mayor Soliman commented that he doesn't have the authority to revoke a liquor license, but he can contact the police department to go take down the license until they pay in full, and they would not be able to sell alcohol.

Director Banovetz asked what the legal remedies are since they grossed up their registers and they have collected money that is to be remitted to the city and the business is keeping the money.

Attorney Santschi commented that he would have to research what other possibilities we can take after the administrative hearing with the fine of \$750.00.

Alderman Albert commented that these businesses may have not collected these taxes. Director Banovetz commented that she does not know if they have collected the money, but they were told that they can eat the tax or they can pass it on to customers.

Mayor Soliman commented that he remembers during covid when the health department said no indoor seating and many businesses did not follow and there was no enforcement.

Alderman Cipiti commented that he is uncomfortable making exceptions to the enforcement of our ordinance especially the Places for Eating Tax. It has been communicated to all the businesses and he doesn't feel we should pick and choose how we will enforce this ordinance. It should be enforced across the board whether they have a liquor license, or they don't have a liquor license. It is a lot of revenue lost by the city.

Alderman Albert commented that he agrees, and he thinks everyone agrees with Alderman Cipiti statement. He also asked if there were nine liquor licenses on the list. Mayor Soliman commented that he thought it was seven and he just added Betsy. Mayor Soliman commented that he talked to Mr. Tahoe, and he was going to try and get a monthly payment, but Mayor Soliman is not sure if he has already or not. He commented that these businesses tell you what they will do but they don't follow through.

Alderman Cipiti asked how much arrears is this business. Mayor Soliman commented that he hasn't even signed up yet because he was told by the State that he can register and make payment by January 20, 2024.

Mayor Soliman commented that it is odd that all the Bistros are saying they can pay annually. Alderman Albert commented that they can't and however they need to work it out to be monthly then they need to do that. Alderman Albert commented that out of the delinquent list of twenty-four, and nine of them are liquor licenses.

There was conversation that Betty's has been paying very small amounts and Betsy's has not registered or paid. Director Banovetz commented that she will have to visit Betty's and do an audit of their records like the ordinance states because she is only paying a very small amount. Alderperson Oberlin commented that with the small amounts Betty's is paying they would not still be in business.

Alderperson Oberlin commented that this needs to be uniform across the board. That this is not fair for the businesses paying the tax and doing what they are supposed to.

Attorney Mike Santschi commented that the businesses that do not pay will not get their license and then they can be ticketed for operating without a current license.

Alderman Cipiti asked if the ordinance states they must be paid monthly. It was said the ordinance states Places for Eating Tax must be paid monthly. Alderman Cipiti asked Mayor Soliman if he has told these businesses that the ordinance states monthly. Mayor Soliman commented that he has and most of the businesses on the list are bistros and somehow all the bistros think they can pay annually. Mayor Soliman commented that the bistros are not surviving by the food and drink sales, it is the video gaming. Director Banovetz commented that one bistro reported \$10,000 and another reported \$15,000 but then you have the others reporting \$200. Alderman Cipiti commented that something is going on there.

Attorney Santschi commented that they need to research the enforcement mechanism process to go in and review their books.

Alderperson Oberlin stressed that nobody is issuing a license to anyone who is in arrears.

Director Banovetz commented that even if they can file with the state annually, they still know their monthly sales.

Aldерwoman Gazal asked when Director Banovetz will be gone. It was stated that she is gone from December 7, 2023 to January 3, 2024.

Mayor Soliman asked if everyone agrees that if a business is paid through November a license can be issued. Director Banovetz asked Mayor Soliman if he could have the businesses pay before she leaves.

Mayor Soliman commented that a letter went out on October 27, 2023 stating that if they were not current on the Places for Eating Tax, they would not have a Liquor License issued and they haven't paid since the letter was sent.

Alderman Cipiti wanted clarification that no license will be issued if the business was not current through November. Mayor Soliman commented that we would be going through this process again in January for the December sales tax payment.

Aldерwoman Gazal commented that we are all clear that they must be paid up until November 20, 2023. Mayor Soliman commented that they need to be current on all money owed to the city, including water, weed liens, Places for Eating Tax, etc.

Alderman Cipiti asked what about if a resident doesn't pay their water bill, when are they told their water will be disconnected. Attorney Santschi commented that once it is due, they have to pay within that period and if they don't pay a penalty is assessed then they are delinquent and then they can be disconnected, and a lien can be filed.

Alderman Cipiti commented why can't we have the same standards with the businesses that we have with the residents and their water bills.

Aldерperson Oberlin commented why are we shutting off water to a resident when we let a business continue collecting money for gambling, water is more essential than gambling and liquor.

Mayor Soliman commented that he doesn't feel it is right for him to ask what their sales are. We need to just ask if they are current. Attorney Santschi commented that asking if they are current is one thing but asking what their sales are is different. Director Banovetz commented that we need to get them current first and then we can deal with what they are reporting.

Mayor Soliman asked City Clerk Christine Vershay-Hall what happens to a business that doesn't file with the Clerk's Office for a non-alcohol business. Clerk Vershay-Hall commented that there is not a late fee, and they just pay, and a license is issued. Otherwise, they are operating without a license.

Aldерwoman Gazal said this is the first time she is hearing that a business doesn't renew their license and they come a couple months later. Aldерperson Oberlin commented that it is hard to fix something when you don't know it is broken.

Clerk Vershay-Hall commented that code enforcement needs to go to the businesses and see if they are still in business. Alderwoman Gazal asked if the Clerk's office has a list of businesses. Clerk Vershay-Hall said we would have to look on the computer and verify if they are still in business or not.

Aldersperson Oberlin asked how many registered businesses do we have. Clerk Vershay-Hall commented that she is not sure, but it is more than 200. This would include gas stations, liquor stores, bars, home businesses, etc.

Director Banovetz commented that we should be able to run a report in our system.

Alderman Albert commented that on our website there are 479 businesses listed on the business directory on our city website, but some are no longer in business, but other businesses could have moved in.

TOPIC: Discussion Regarding an Ordinance an Ordinance Relating to the Paid Leave for All Workers Act and Accompanying Resolution Amending the City's Employee Handbook as it Relates to Paid Time Off for Employees, Including Part-Time and Seasonal Employees

City Attorney Mike Santschi informed the Council that every employee should get paid leave up to forty hours that can accrue at the beginning of the year or one hour for every forty hours they work over a course of the year. There is no distinction between full-time and part-time, and it does not trump any existing Collection Bargaining Agreements (CBA) in place. This will go into effect on January 1, 2024 but there is a provision that states if you already have an ordinance that you are subject to that sets out what your benefits are going to be than that will continue but no longer can be amended without bringing it up to the new policy that is being established. Attorney Santschi commented that the CBAs are fine and the policy in our handbook is fine for the full-time employees and our union employees, but we will need to make some provision for our part-time/seasonal employees. It was suggested that we just give them one day since the act provides, we give them 'some' paid leave.

He stated that if the city chooses to do nothing the CBAs will not be affected until we renegotiate the contract.

Director Banovetz asked if our ordinance supersedes the act. Attorney Santschi commented that our ordinance does supersede the act. He also stated that what we have in the books will remain in effect after January 1, 2024 but if we amend our ordinances then we will have to bring this up to the standards of the statute.

Aldersperson Oberlin asked if this act would apply to a temporary position that we hired from GovHR. Attorney Santschi commented that the answer would be no since they are contracted by GovHR.

Alderman Cipiti asked if the temporary positions are CBA positions. Attorney Santschi commented that if they are in a CBA, they will continue to be governed by a CBA but when it comes around time to bargain the next CBA, they should be looking at this statute.

It was defined that part-time is based on hours per week but a year-round job and seasonal would-be summer help.

Mayor Soliman asked if the City Council would want to adopt the ordinance and adopt the changes in the employee handbook.

Mayor Soliman asked for an informal vote.

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

NAYES: None.

ABSENT: None.

Mayor Soliman commented that this will be on the December 4, 2023 meeting agenda.

Alderperson Oberlin asked when the draft copy of the ordinance is done can the attorney email to the Council.

Alderman Vershay asked if the union can be contacted and let them know. Attorney Santschi commented that they already have talked to the Union Attorney John Kelly.

PUBLIC COMMENTS:

There were no public comments.

MAYORS UPDATES:

There were no mayor updates.

COMMITTEE/LIAISON UPDATES:

There were no Committee/Liaison updates.

Alderman Gazal asked if there is any way Clerk Vershay-Hall can move her computer since she is having a hard time seeing the attorney in his seat or having them switch seats. Attorney Santschi commented that he will sit wherever they want him to sit. Alderman Gazal stated that they have to reconfigure things since she can't see or hear the attorney.

Mayor Raymond Soliman asked to deviate from the regular agenda for an executive session on personnel 5 ILCS 120/2(c)(1).

(#1) Motion by Alderman Oberlin seconded by Alderman Jefferson, to go into an executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Executive Session 9:25 p.m.

(#2) Motion by Alderperson Oberlin seconded by Alderman Albert to reconvene from the executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

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

NAYES: None.

ABSENT: None.

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

Reconvened 10:03 p.m.

The meeting was adjourned at 10:03 p.m.

Approved this _____ day of _____, 2023

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
November 30, 2023

The November 30, 2023 City Council work session was called to order at 7:12p by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Blvd. Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Glen Conklin, Alderman John Vershay, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Absent were: Alderman Scott Dyke

The meeting was recessed at 7:13 while waiting for the first candidate to arrive.

The meeting was called back to session at 7:39 p.m.

TOPIC: Candidate David Strohl

Mayor Soliman commented he was just notified that the first candidate withdrew his bid for candidacy.

Mayor Raymond Soliman asked for an executive session on personnel 5 ILCS 120/2(c)(1).

(#1) Motion by Alderperson Oberlin seconded by Alderman Cipiti, to go into an executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Dyke

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

Executive Session 7:40 p.m.

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

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Dyke

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

Reconvened at 8:18 p.m.

PUBLIC COMMENTS:

There were no public comments.

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

(#3) Motion by Alderman Cipiti seconded by Alderperson Oberlin, to adjourn the November 30, 2023 meeting.

On roll call, the vote was:

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

NAYES: None.

ABSENT: Ald. Dyke.

The meeting was adjourned at 8:19p.m.

Approved this _____ day of _____, 2023

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

ORDINANCE NO. _____

**AN ORDINANCE REGARDING THE ILLINOIS PAID LEAVE FOR ALL WORKERS
ACT FOR THE CITY OF CREST HILL**

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 is a non-home rule Illinois municipality; and

WHEREAS, on or about March 12, 2023, Governor JB Pritzker signed into law the Paid Leave for All Workers Act (820 ILCS 192/1 *et seq.*) (the “Act”); and

WHEREAS, the State of Illinois did not make the necessary appropriations or include statutory language exempting the Act from the Illinois State Mandates Act (30 ILCS 805/1 *et seq.*); and

WHEREAS, effective January 1, 2024, the Act requires an employer to provide certain paid leave to their employees, unless the employer is subject to an existing municipal or county ordinance that requires the employer to provide any form of paid leave to their employees; and

WHEREAS, the City recognizes the importance of paid leave and currently provides reasonable paid leave benefits to its employees; and

WHEREAS, the City has determined that applying the Act to its own employees will negatively impact the City and place an undue financial and operation burden on the City’s ability to provide uninterrupted services to its residents; and

WHEREAS, the City believes and hereby declares that it is in the best interests of the City to clearly define paid leave benefits that City employees shall receive; and

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: Pursuant to Section 15(p) of the Act, the City hereby adopts its current paid leave policies for all City employees as set forth in the City’s Code of Ordinances, Employee Handbook, Annual Salary Ordinances, any collective bargaining agreements to which the City is a party and all other binding legislative actions governing paid leave adopted by the City Council as the same may be amended from time to time. However, in no event shall the City, as an employer, provide less than one (1) day of paid leave per year to any City employee.

SECTION 3. All ordinances, resolutions, and policies or parts thereof, in conflict with this Ordinance or any of its provisions, to the extent of the conflict, are expressly repealed on the effective date of this Ordinance.

SECTION 4. If any provision of this Ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

SECTION 5. The clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its passage and publication in accordance with 65 ILCS 5/1-2-4.

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PASSED THIS 4TH DAY OF DECEMBER, 2023.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
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 4TH DAY OF DECEMBER, 2023.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

RESOLUTION NO. _____**A RESOLUTION AMENDING SECTION 3.11 (BENEFIT ELIGIBILITY) AND SECTION 8.2 (VACATION) OF THE CITY OF CREST HILL EMPLOYEE HANDBOOK**

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, in 2018 the City Council of Crest Hill, Will County, Illinois adopted a Crest Hill Employee Handbook which applies to the City's non-union and exempt employees, and which is administered and periodically reviewed by the City's Employee Relations Manager under the direction of the City Treasurer; and

WHEREAS, Section 1.1(b) of the Crest Hill Employee Handbook provides for additions, deletions, suspension, or discontinuation of the Handbook Policies as may be necessary through changes in legislation, business, or economic conditions; and

WHEREAS, Section 1.6 of the Crest Hill Employee Handbook provides specifically for amendment and updating of its provisions through regular review by the City's Employee Relations Manager with substantive changes being brought to the City Council for approval; and

WHEREAS, in 2023 the Illinois Legislature passed the Paid Leave For All Workers Act (820 ILCS 192/1 *et seq.*) (the "Act"), which was thereafter signed into law by Governor J. B. Pritzker; and

WHEREAS, the State of Illinois did not make the necessary appropriations or include statutory language exempting the Act from the Illinois State Mandates Act (30 ILCS 805/1 *et seq.*); and

WHEREAS, effective January 1, 2024, the Act requires an employer to provide certain paid leave to their employees, unless the employer is subject to an existing municipal or county ordinance that requires the employer to provide any form of paid leave to their employees; and

WHEREAS, the City recognizes the importance of paid leave and currently provides reasonable paid leave benefits to its employees pursuant to negotiated collective bargaining agreements and its Ordinances and Employee Handbook, specifically Section 8 of the Handbook; and

WHEREAS, the City has determined that applying the Act to its own employees will negatively impact the City and place an undue financial and operation burden on the City's ability to provide uninterrupted services to its residents; and

WHEREAS, the City believes and hereby declares that it is in the best interests of the City to clearly define paid leave benefits that City employees shall receive; and

WHEREAS, pursuant to Section 15(p) of the Act, the City has by Ordinance adopted its current paid leave policies for all City employees as set forth in the City's Code of Ordinances, Employee Handbook, Annual Salary Ordinances, any collective bargaining agreements to which

the City is a party, and all other binding legislative actions governing paid leave adopted by the City Council as the same may be amended from time to time but requires the City, as an employer, to provide at least one (1) day of paid leave per year to any City employee; and

WHEREAS, the City Council has determined that it desires to amend the Crest Hill Employee Handbook to provide some form of paid leave to part-time and seasonal employees by amending Sections 3.11 and 8.2 of the Employee Handbook to provide one (1) day of paid leave to all part-time and seasonal employees in accordance with the aforementioned Ordinance and Section 15(p) of the Act, and that such an amendment of the Employee Handbook is fair and equitable.

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: That Section 3.11 (Benefit Eligibility) of the Crest Hill Employee Handbook shall be amended by repealing it and replacing it as follows:

3.11 BENEFIT ELIGIBILITY

Benefits are provided to regular full-time employees according to the guidelines set out in this handbook and pursuant to the individual plan documents, which shall be the controlling documents in case of any conflict in terms with this handbook. Part-time, temporary, and seasonal employees are entitled only to those benefits as provided herein or otherwise required by law.

SECTION 3: That Section 8.2 (Vacation) of the Crest Hill Employee Handbook shall be amended by repealing and replacing it as follows:

8.2 VACATION AND PAID TIME OFF

The City provides employees with paid time off as an opportunity for rest, relaxation and recreation. The City believes that each employee should have time off from work each year and should be given maximum flexibility in scheduling vacation time, with consideration to the City's business needs.

Vacation is allocated on January 1 each year and the amount of time employees receive each year increases with the length of their employment as shown below. Supervisors start with fifteen (15) days and continue to accrue after six years of service. Days shall be prorated for the first year in which the employee is employed with the City.

Years of Service

Vacation

After one year of service

Ten (10) Days

After five years of service

Fifteen (15) Days

After six years of service	Sixteen (16) Days
After seven years of service	Seventeen (17) Days
After eight years of service	Eighteen (18) Days
After nine years of service	Nineteen (19) Days
After 10 years of service	Twenty (20) Days
After 15 years of service and thereafter	Twenty-five (25) Days
Part-time and seasonal employees	One (1) day

All vacation and paid time off shall be scheduled with approval and consent of the Department Head. Scheduling preference shall be given to employees on a seniority basis.

All earned vacation and paid time off not used by the employee by the end of the calendar year shall be forfeited unless special dispensation is granted by the City Administrator. Vacation time is paid at the employee's base pay rate at the time of vacation and does not include overtime or any other special forms of compensation. In the event a holiday occurs during an employee's scheduled vacation period, time for such holiday shall not be charged as vacation time. Vacation allowance is not permitted to be paid in lieu of time off.

The City reserves the right to restrict the dates on which an employee may take vacation based on the City's and/or specific departments' needs. These may be known as "blackout periods" and will be established by the Personnel Officer and by the Department Head. Vacation is granted at the convenience of the City, but in all cases the City and its management will attempt to accommodate the needs of the employee. Employees are encouraged to schedule vacation so as not to be put in a position to forfeit vacation due to business restrictions or last minute business needs.

Upon termination of employment, the employee shall be paid for unused earned vacation time for that year.

SECTION 4. 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 5. That 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 6. That the City Clerk is hereby directed to publish this Resolution in pamphlet form.

SECTION 7. That this Resolution shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS 4TH DAY OF DECEMBER, 2023.

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

Christine Vershay-Hall, City Clerk

APPROVED THIS 4TH DAY OF DECEMBER, 2023.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



Agenda Memo

Crest Hill, IL

Meeting Date:	December 4, 2023
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	Water and Sewer Utility Rate Study Presentation

Summary: Dave Naumann of Burns & McDonnell presented a water and sewer financial plan and user rate update at the November 27, 2023 workshop that will allow the city to meet the latest estimated costs of the new Grand Prairie Water Commission along with the yearly operational and long-term capital and sewer capital program costs.

His presentation explained how the new rates were determined, reasons why the changes are needed along with how these rates will affect the average residential water and sewer bill.

Staff recommends moving forward with a five-year rate plan at the rates presented at the November 27, 2023 workshop and also shown in the attached exhibit A to allow the city to be in a position to:

1. Fund all the required water and capital projects.
2. Fund all costs associated with the new water supply line.
3. Provide a minimum of 90 days of Operation and Maintenance expense in reserve.
4. New rates will start on May 1, 2024.

Recommended Council Action: Motion to approve an Ordinance amending provisions of title 13 (Water and Sewer) Chapter 13.24 (rates and charges) of the Crest Hill city code regarding water and sewer rates.

Financial Impact:

Funding Source: n/a

Budgeted Amount: n/a

Cost Approved to Date: n/a

Attachments:

Water Rate Increase Ordinance (MAS 11.29.23)

Exhibit A-5 Year Rates

Water Sewer Rate Study Presentation-Final.pdf

ORDINANCE NO. _____

**AN ORDINANCE AMENDING PROVISIONS OF TITLE 13 (WATER AND SEWER),
CHAPTER 13.24 (RATES AND CHARGES) OF THE CREST HILL CITY CODE
REGARDING WATER AND SEWER RATES**

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, pursuant to Section 11-139-8 of the Illinois Municipal Code (65 ILCS 5/11-139-8), the City Council is authorized and directed to charge all users of the City's combined waterworks and sewerage system (the "System") a rate of compensation sufficient to pay the cost of operation and maintenance of the System, provide an adequate depreciation fund, and pay the principal of and interest upon all revenue bonds issued in connection with the System; and

WHEREAS, the City Council previously exercised the authority set forth above, generally enacting Title 13 (Water and Sewer), Chapter 13.24 (Rates and Charges) of the Crest Hill Code of Ordinances; and

WHEREAS, the City Council has determined that it is necessary, expedient, and in the best interests of the City and its citizens to amend various provisions of Title 13 (Water and Sewer), Chapter 13.24 (Rates and Charges) of the Crest Hill Code of Ordinances, 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: Title 13 (Water and Sewer), Chapter 13.24 (Rates and Charges), Section 13.24.010 (City Water Service Charges) is hereby amended to read as follows:

§13.24.010 CITY WATER SERVICE CHARGES.

There are hereby established the rates and charges for use of water provided by the City of Crest Hill through the city waterworks. These charges shall be separate and apart from (i) any wastewater service charges and (ii) from any debt service charges, as specified in §§13.24.011, 13.24.012, 13.24.013, 13.24.014, and 13.24.015 of this chapter.

(A) For use of water service as provided by the city the following rates and charges shall apply to all water connections (other than "bulk water connections," see subpart (B) of this Section, below):

(1) Base Water Charge: For the first four hundred cubic feet (400 ft.³) used in a given billing cycle, the water user shall pay a flat fee of \$28.30.

- (2) Volumetric Water Charge: For every hundred cubic feet (100 ft³), or part thereof, used in excess of four hundred cubic feet (400 ft³) of water in a given billing cycle, the water user shall pay an additional charge of \$5.57.
- (3) Every year on the first of May, both the base water charge and the volumetric water charge applicable to all water connections shall be immediately and automatically increased, without additional notice, as follows:

Implementation Date	5/1/2023	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029
Base Water Charge	28.30	\$ 34.81	\$ 42.82	\$ 52.67	\$ 64.78	\$ 78.38	\$ 87.79
Volumetric Water Charge	5.57	\$ 6.85	\$ 8.43	\$ 10.36	\$ 12.75	\$ 15.42	\$ 17.27

Unless otherwise ordained by the City Council, the base water charge and volumetric water charge applicable to all water connections shall be immediately and automatically increased by six percent (6%) on each May first beginning on May 1, 2030.

- (B) Any water user that consumes, on average, more than one hundred and fifty thousand cubic feet (150,000 ft³) of water per month is and shall be deemed a “bulk water user.” Bulk water users shall pay the following rates in lieu of the amounts listed in subpart (A) of this Section, above:

- (1) Monthly Billing Cycle: all bulk water users shall be billed on a monthly basis.
- (2) Base Bulk-User Water Charge: For the first two hundred cubic feet (200 ft³) used in a given billing cycle, the bulk water user shall pay a flat fee of \$14.16.
- (3) Volumetric Bulk-User Water Charge: For every hundred cubic feet (100 ft³), or part thereof, used in excess of two hundred cubic feet (200 ft³) of water in a given billing cycle, the bulk water user shall pay an additional charge of \$5.57.
- (4) Every year on the first of May, both the base bulk-user water charge and the volumetric bulk-user water charge applicable to all water connections shall be immediately and automatically increased, without additional notice, as follows:

Implementation Date	5/1/2023	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029
Base Bulk User-Water Charge	14.16	\$ 17.41	\$ 21.42	\$ 26.34	\$ 32.40	\$ 39.21	\$ 43.92
Volumetric Bulk-User Water Charge	5.57	\$ 6.85	\$ 8.43	\$ 10.36	\$ 12.75	\$ 15.42	\$ 17.27

Unless otherwise ordained by the City Council, the base bulk-user water charge and volumetric bulk-user water charge applicable to all water connections shall be immediately and automatically increased by six percent (6%) on each May first beginning on May 1, 2030.

* * *

SECTION 3: Title 13 (Water and Sewer), Chapter 13.24 (Rates and Charges), Section 13.24.013 (Basic User Rate) is hereby amended to read as follows:

§13.24.013 MINIMUM CHARGE AND BASIC USER RATE FOR WASTEWATER SERVICE.

(A) **Metered Connections:** For use of wastewater service, as provided by the city, the following rates and charges shall apply to all metered wastewater connections (except with regards to “bulk wastewater users,” as described in subpart (B) hereof):

- (1) **Minimum Wastewater Charge:** For the first four hundred cubic feet (400 ft.³) of wastewater discharged in a given billing cycle, all wastewater users shall be charged a flat fee of \$27.29.
- (2) **Basic Wastewater User Rate:** For every hundred cubic feet (100 ft.³), or part thereof, discharged in excess of four hundred cubic feet (400 ft.³) of wastewater in a given billing cycle, every wastewater user shall be billed an additional charge of \$6.40.
- (3) **Automatic Annual Rate Increase:** Every year on the first of May, both the minimum wastewater charge and the basic wastewater user rate applicable to all metered wastewater connections shall be immediately and automatically increased, without additional notice, as follows:

Implementation Date	5/1/2023	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029
Minimum Wastewater Charge	27.27	\$ 30.02	\$ 33.02	\$ 36.32	\$ 38.14	\$ 40.05	\$ 42.05
Basic Wastewater User Rate	6.40	\$ 7.04	\$ 7.75	\$ 8.52	\$ 8.95	\$ 9.40	\$ 9.87

Unless otherwise ordained by the City Council, the minimum wastewater charge and basic wastewater user rate applicable to all metered wastewater connections shall be immediately and automatically increased by five percent (5%) on each May first beginning on May 1, 2030.

(B) **Bulk-Use Connections:** Any metered wastewater user whose average discharge is in excess of one hundred and fifty thousand cubic feet (150,000 ft.³) per month is and shall be deemed a “bulk wastewater user.” Bulk wastewater users shall pay the following rates in lieu of the amounts listed in subpart (A) of this Section, above:

- (1) **Monthly Billing Cycle:** all bulk wastewater users shall be billed on a monthly basis.
- (2) **Minimum Wastewater Bulk-User Charge:** For the first two hundred cubic feet (200 ft.³) of wastewater discharged in a given billing cycle, all bulk wastewater users shall be charged a flat fee of \$13.65.
- (3) **Basic Wastewater Bulk-User Rate:** For every hundred cubic feet (100 ft.³), or part thereof, discharged in excess of two hundred cubic feet (200 ft.³) of wastewater in a given billing cycle, every bulk wastewater user shall be billed an additional charge of \$9.59.

Automatic Annual Rate Increase: Every year on the first of May, both the minimum wastewater bulk-user charge and the basic wastewater bulk-user

rate shall be immediately and automatically increased, without additional notice, as follows:

Implementation Date	5/1/2023	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029
Bulk-User Minimum Charge	13.65	\$ 15.02	\$ 16.52	\$ 18.17	\$ 19.08	\$ 20.03	\$ 21.32
Bulk-User	9.59	\$ 10.55	\$ 11.60	\$ 12.76	\$ 13.40	\$ 14.07	\$ 14.77

Unless otherwise ordained by the City Council, the minimum wastewater bulk-user charge and the basic wastewater bulk-user rate shall be immediately and automatically increased by five percent (5%) on each May first beginning on May 1, 2030.

(C) Non-Metered Residential Connections:

- (1) All non-metered residential wastewater users of the wastewater facilities shall pay a minimum flat-rate charge per billing cycle adequate to cover: (i) the applicable debt service charge, (ii) the minimum service charge applicable to metered connections, and (iii) a residential non-metered basic wastewater user rate of \$78.50.
- (2) No non-metered residential user may discharge more than 1,200 cubic feet of wastewater in any given billing cycle.

Every year on the first of May, the residential non-metered basic wastewater user rate shall be immediately and automatically increased, without additional notice, as follows:

Implementation Date	5/1/2023	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029
Basic User Rate (Non-Metered Residential)	78.50	\$ 86.35	\$ 94.98	\$ 104.48	\$ 109.70	\$ 115.19	\$ 120.94

Unless otherwise ordained by the City Council, the residential non-metered basic wastewater user rate shall be immediately and automatically increased by five percent (5%) on each May first beginning on May 1, 2030.

(D) Non-Metered Commercial, Industrial, and Governmental Connections:

- (1) All non-metered commercial, industrial, or governmental users of the wastewater facilities shall pay a minimum flat-rate charge per billing cycle adequate to cover (i) the applicable debt service charge, (ii) the minimum service charge applicable to metered connections, and (iii) a commercial non-metered basic wastewater user rate of \$129.68.
- (2) No non-metered commercial, industrial, or governmental user may discharge more than 2,000 cubic feet of wastewater in any given billing cycle.

Every year on the first of May, the commercial non-metered basic wastewater user rate shall be immediately and automatically increased, without additional notice, as follows:

Implementation Date	5/1/2023	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029
Basic User Rate (Non-Metered Commercial, Industrial, and Governmental)	129.68	\$ 142.65	\$ 156.91	\$ 172.61	\$ 181.24	\$ 190.30	\$ 199.82

Unless otherwise ordained by the City Council, the commercial non-metered basic wastewater user rate shall be immediately and automatically increased by five percent (5%) on each May first beginning on May 1, 2030.

* * *

SECTION 4: Title 13 (Water and Sewer), Chapter 13.24 (Rates and Charges), Section 13.24.017 (Sprinkler Water Service Charges) is hereby amended to read as follows:

§ 13.24.017 SPRINKLER WATER SERVICE CHARGES.

* * *

- (B) For use of City water service for sprinkler purposes, the following rates and charges shall apply to all metered sprinkler connections:
- Base Sprinkler Charge: For the first four hundred cubic feet (400 ft.³) of water used in a given billing cycle, the user shall pay a flat fee of \$28.30.
 - Volumetric Sprinkler Charge: For every 100 cubic feet (100 ft.³), or part thereof, used in excess of four hundred cubic feet (400 ft.³) of water in a given billing cycle, the user shall pay an additional charge of \$5.57.
- (C) Every year on the first of May, both the base sprinkler charge and the volumetric sprinkler charge shall be immediately and automatically increased, without additional notice, as follows:

Implementation Date	5/1/2023	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029
Base Sprinkler Charge	28.30	\$ 34.81	\$ 42.82	\$ 52.67	\$ 64.78	\$ 78.38	\$ 87.79
Volumetric Sprinkler Charge	5.57	\$ 6.85	\$ 8.43	\$ 10.36	\$ 12.75	\$ 15.42	\$ 17.27

Unless otherwise ordained by the City Council, the base sprinkler charge and volumetric sprinkler charge shall be immediately and automatically increased by six percent (6%) on each May first beginning on May 1, 2030.

* * *

SECTION 5: 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 6: 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 7: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 8: 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.

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PASSED THIS _____ DAY OF _____, 2023.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
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 _____ DAY OF _____, 2023.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



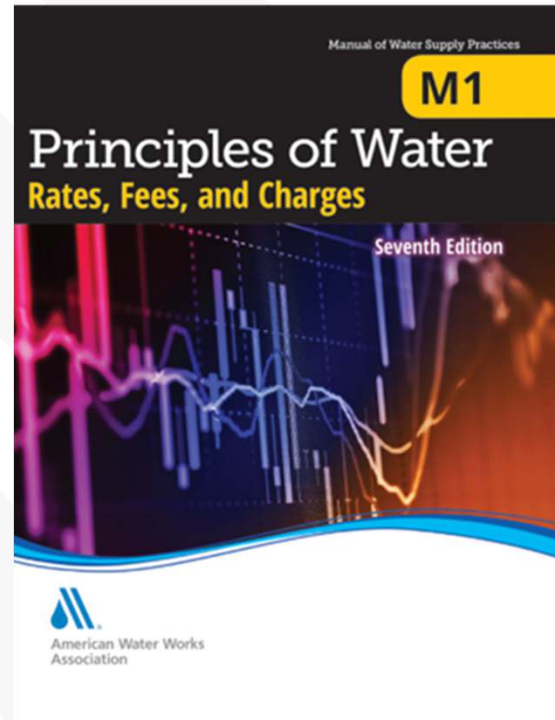
Water & Sewer Financial Plan and Rate Update

City of Crest Hill, Illinois

November 27, 2023

Agenda

- ▶ Background Information
- ▶ Study Approach & Analysis
- ▶ Rates & Bill Impact
- ▶ Questions / Answers



Background Information

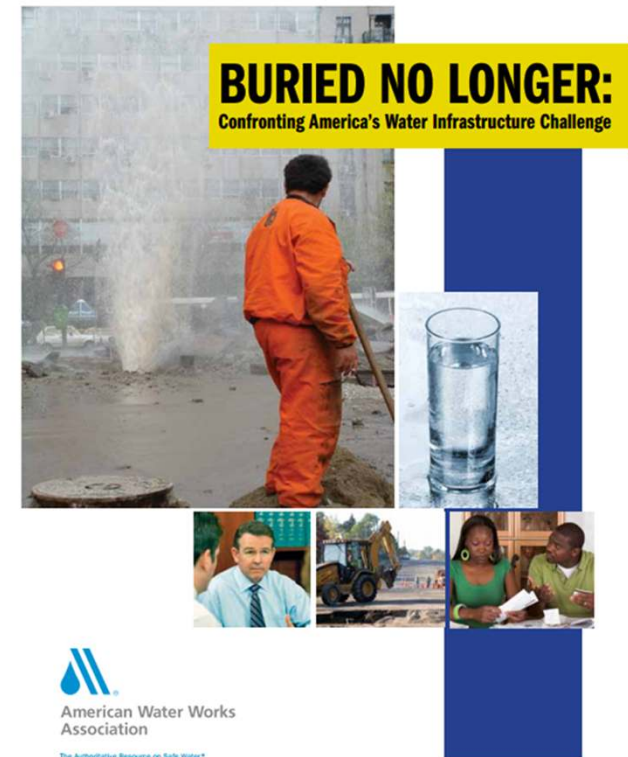
Nationally, Water & Sewer Utility Rate Increases are Outpacing Inflation

Survey or Publication	Period	Historical Increase per Year
Water and Sewer Index, BLS	2000 - 2022	4.7%
AWWA Rate Survey - Water	1996-2018	5.1%
AWWA Rate Survey - Sewer	1996-2018	5.6%
NACWA Cost of Clean Water	1985 - 2022	4.7%
CPI-U - General Inflation	2000 - 2022	2.4%

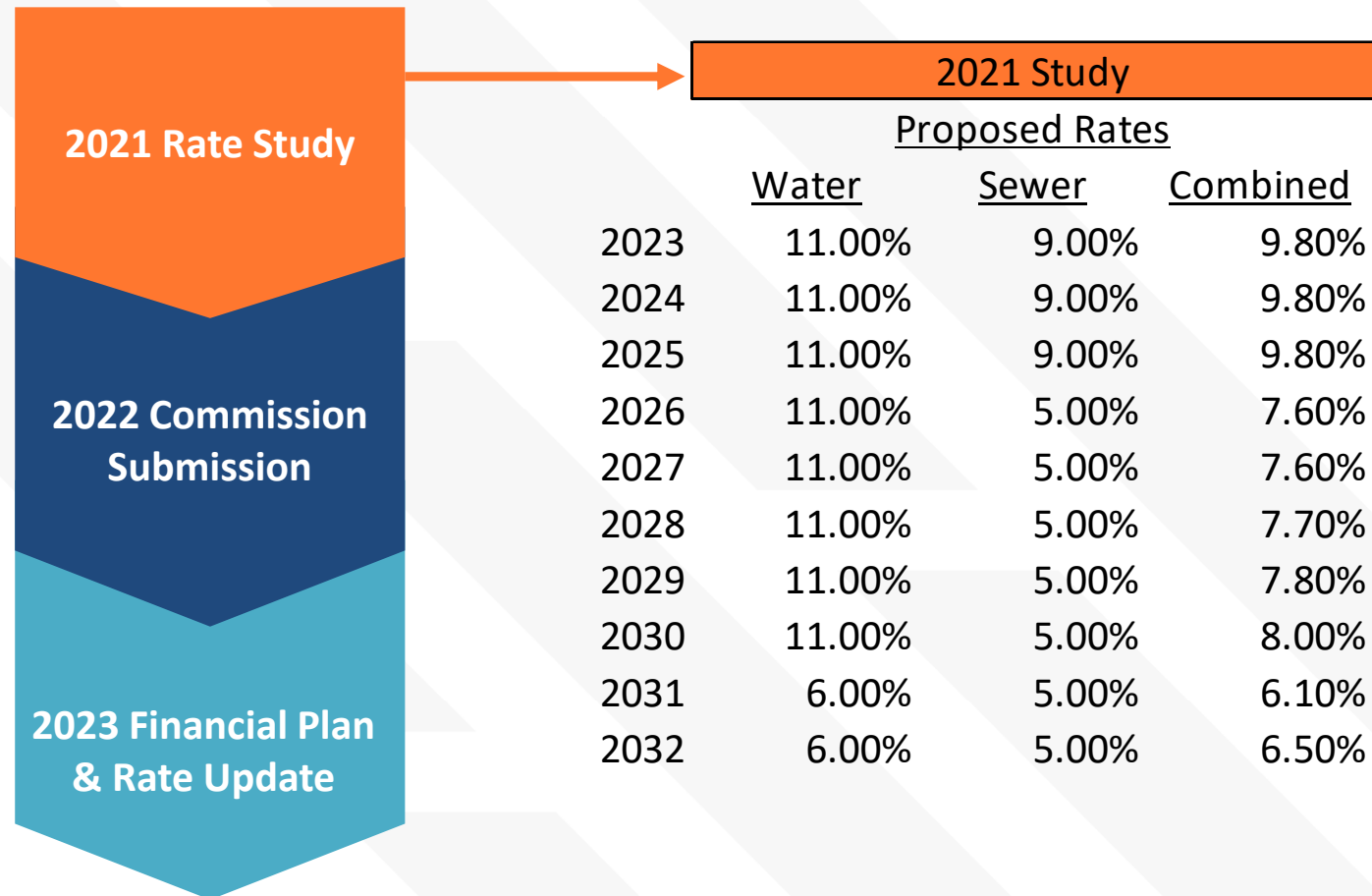
- ▶ Despite these national average increases, funding remains a challenge

Historically Common Factors Contributing to Utility Rates Increases

- ▶ General trend in lower use per account can pressure variable revenue streams
- ▶ Inflation on operating and capital/construction costs
- ▶ More stringent water quality regulations
- ▶ Aging infrastructure requires renewal and replacement

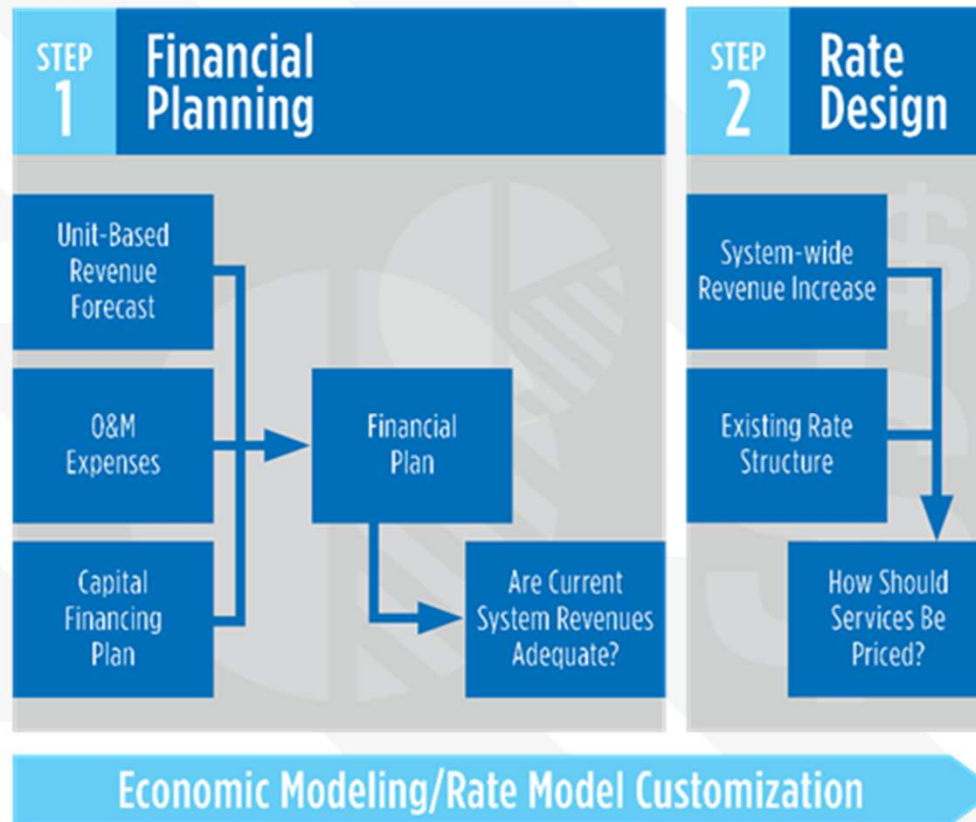


Crest Hill Rate Studies Involving Alternative Water Supply



Study Approach & Analysis

2023 Financial Plan & Rate Study Process



Financial Planning Guiding Principles

- ▶ Evaluate water and sewer as self-sufficient utilities
- ▶ Levelized rate increases
- ▶ Sustain a minimum of 90 days of operation and maintenance expense in reserve
- ▶ Prudent use of debt to fund capital plans
- ▶ Target debt service coverage of 1.50x or higher over time as a combined utility (Minimum of 1.25x)



Proposed Rate Adjustments & Key Changes

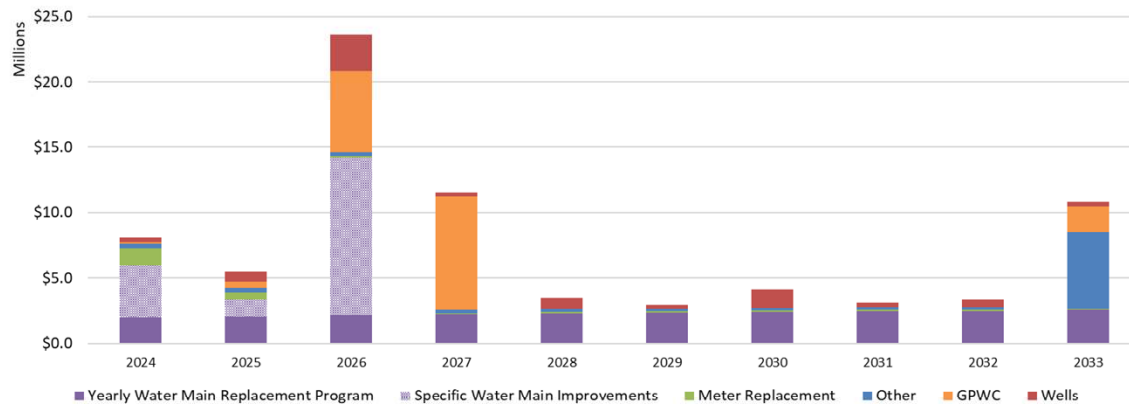
2023 Study			
	<u>Water</u>	<u>Sewer</u>	<u>Combined</u>

Proposed	2025	23.00%	10.00%	15.50%
	2026	23.00%	10.00%	15.90%
	2027	23.00%	10.00%	16.30%
	2028	23.00%	5.00%	14.20%
	2029	21.00%	5.00%	13.80%
Estimated	2030	12.00%	5.00%	9.10%
	2031	7.00%	5.00%	6.20%
	2032	6.00%	5.00%	5.60%
	2033	6.00%	5.00%	5.60%

- ▶ More cautious revenue forecasting
- ▶ Increased operating costs:
 - Inflation on Crest Hill O&M
 - GPWC costs have increased
- ▶ Increased capital improvements

Water Capital Program and Funding Strategy

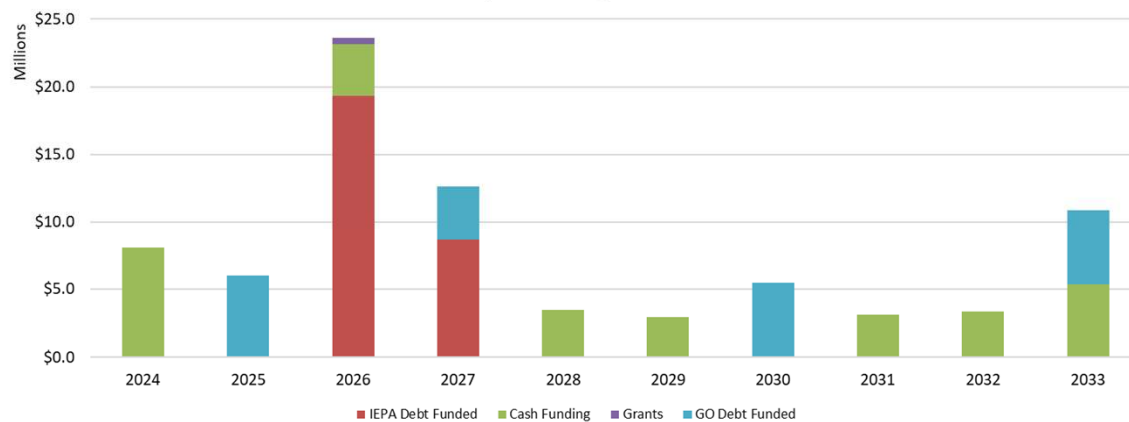
Capital Costs by Major Category



Key projects and programs

- WM/Valve/Hydrant programs \$23.2M
- Specific WM projects \$17.3M
- GPWC improvements \$17.5M
- Wells \$7.9M
- Meters \$2.6M
- All Other \$8.1M

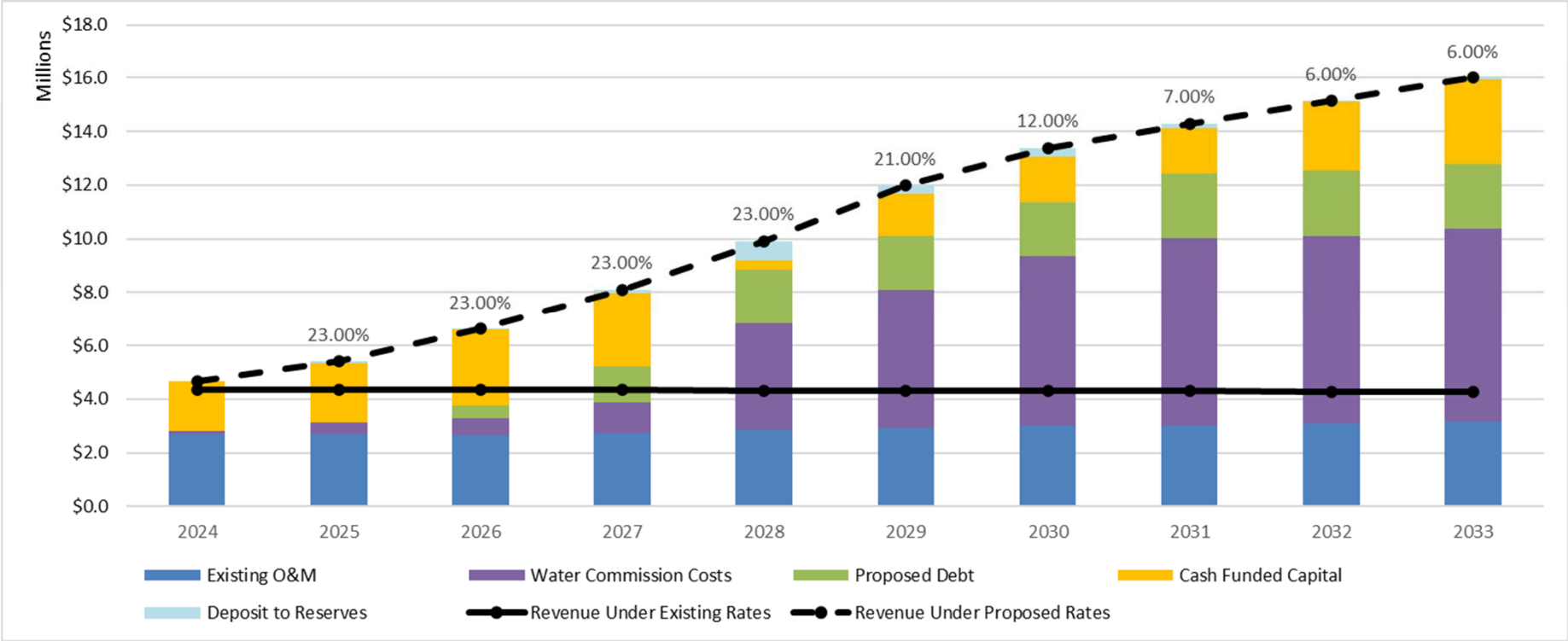
Capital Funding Sources



Capital project funding comprised of about 38% cash and 62% new debt issuance

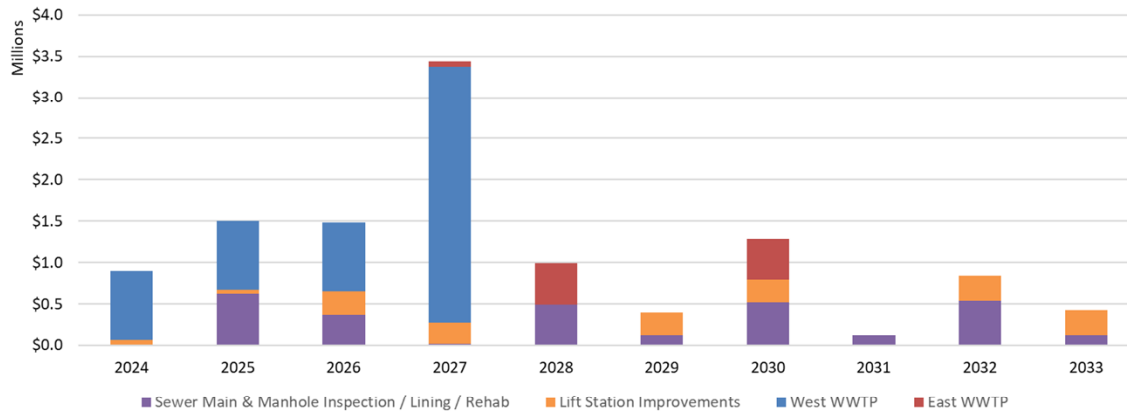
- 3 IEPA loans targeting 3 projects
- 4 general obligation issues, with the first in 2025
 - Other forms of debt may be possible, including IEPA

Summary of Proposed Water Financial Plan

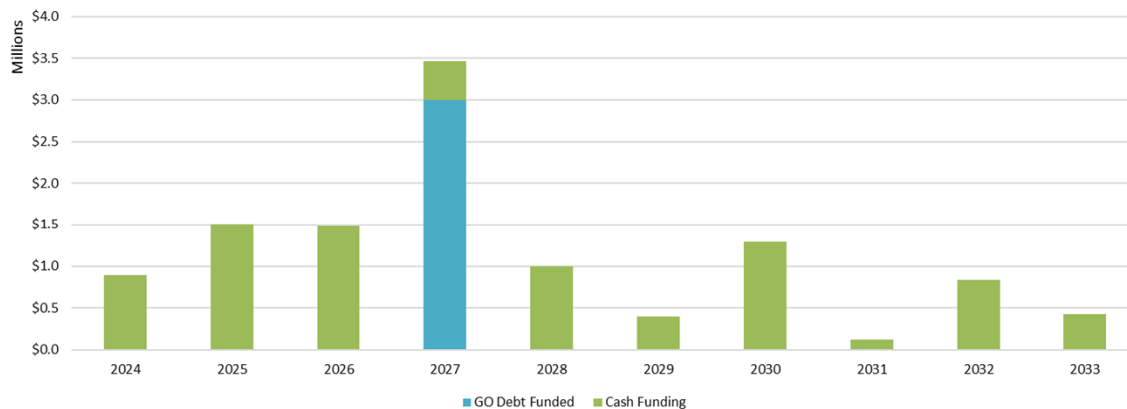


Sewer Capital Program and Funding Strategy

Capital Costs by Major Category



Capital Funding Sources



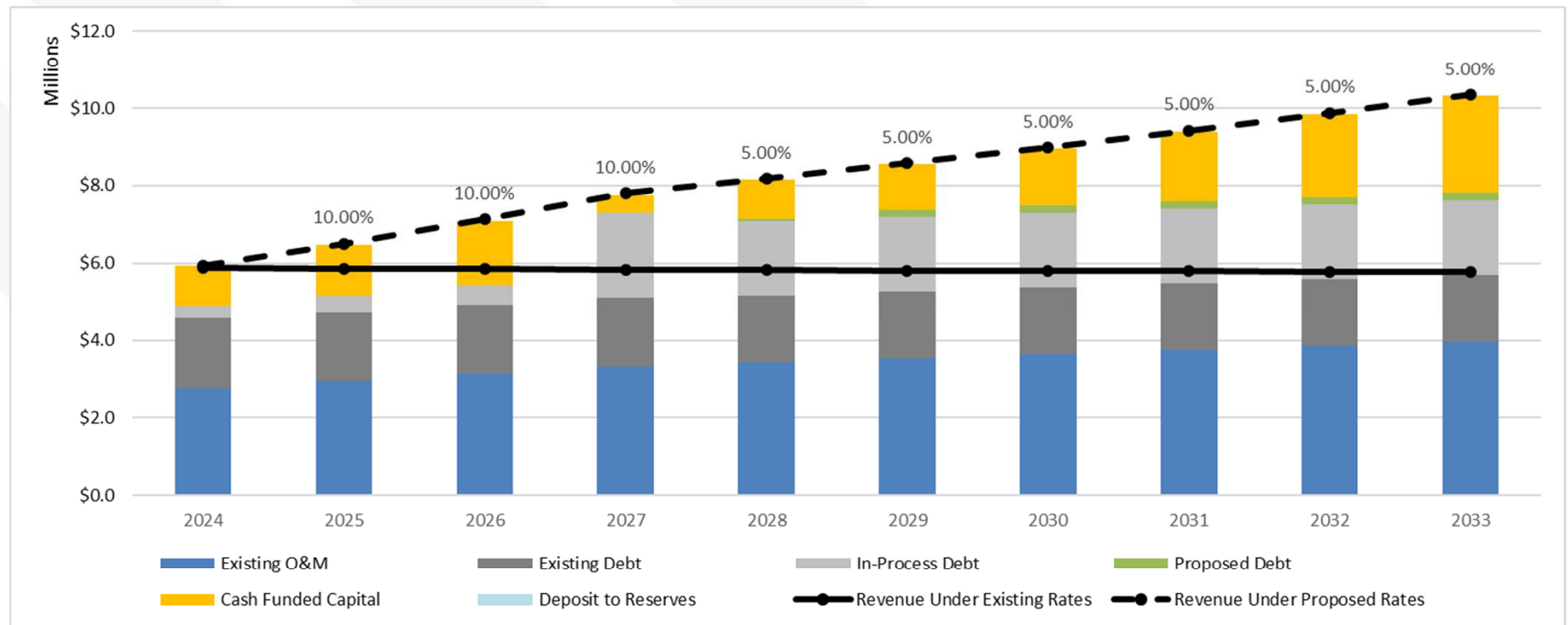
- ▶ Note: East (\$5.1M) & West (\$49.5M) treatment plant projects are funded by in-process IEPA loans that are not reflected in this slide
 - Loan payments are included in cashflow

▶ Key Projects:

- Construction engineering & gap funding for West WWTP \$5.6M
- East condition assessment and upgrades \$1.1M
- Lift station rehabilitation \$1.8M
- Sewer & manhole inspection, lining & rehab or repair \$2.9M

- ▶ Funding strategy includes additional debt in 2027 to meet peak funding need

Summary of Proposed Sewer Financial Plan



Rates & Bill Impact

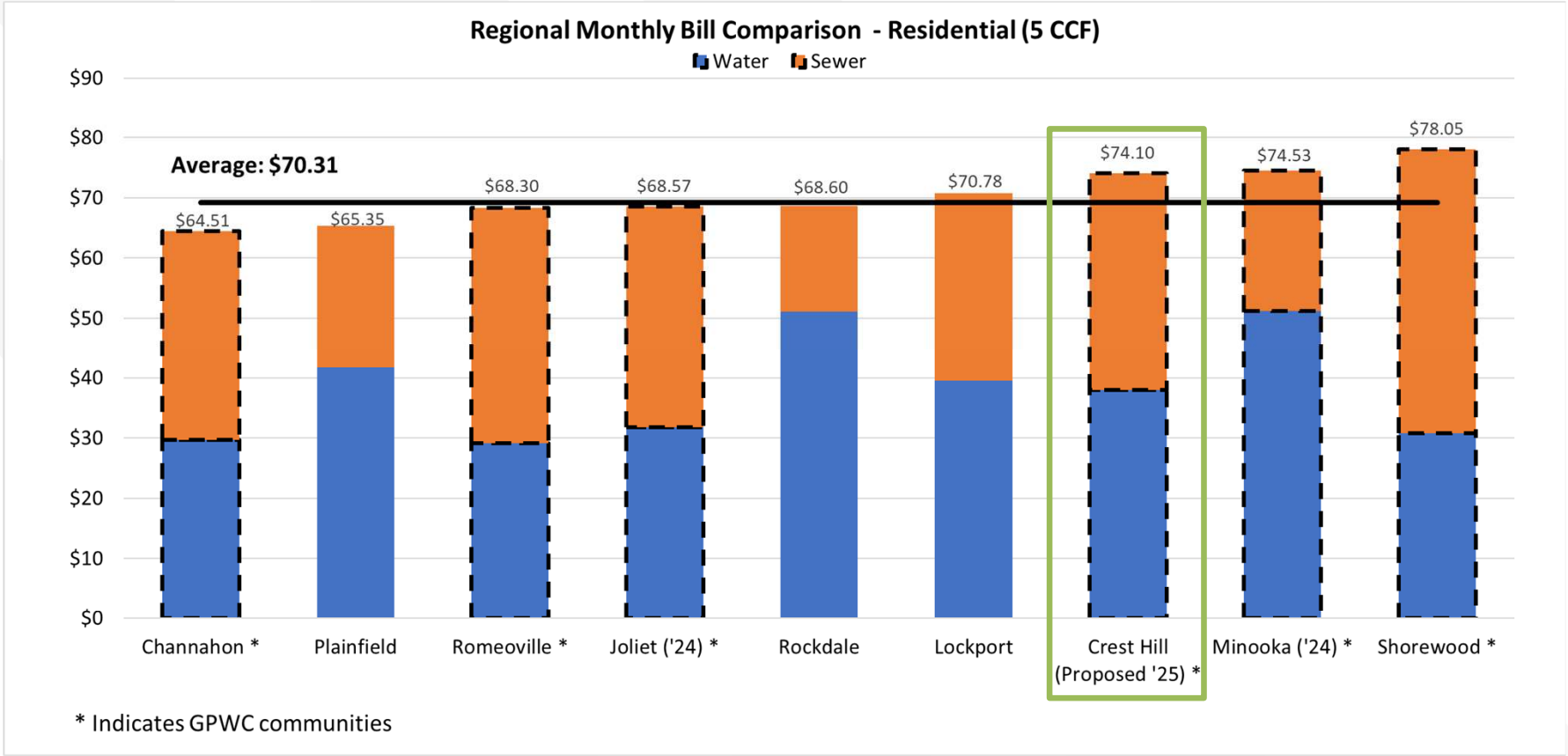
Existing and Proposed Rates

Line No.	Description	Existing	Proposed					
		2024	2025	2026	2027	2028	2029	
Water Rates								
Water User Charges								
1	Base Charge (1st 400 cubic Ft.)	\$ 28.30	\$ 34.81	\$ 42.82	\$ 52.67	\$ 64.78	\$ 78.38	
2	Each Additional Hundred Cubic Ft.	\$ 5.57	\$ 6.85	\$ 8.43	\$ 10.36	\$ 12.75	\$ 15.42	
Stateville - Water								
3	Base Charge (1st 400 cubic Ft.)	\$ 14.16	\$ 17.41	\$ 21.42	\$ 26.34	\$ 32.40	\$ 39.21	
4	Each Additional Hundred Cubic Ft.	\$ 5.57	\$ 6.85	\$ 8.43	\$ 10.36	\$ 12.75	\$ 15.42	
Sewer Rates								
Sewer User Charge								
5	Base Charge (1st 400 cubic Ft.)	\$ 27.29	\$ 30.02	\$ 33.02	\$ 36.32	\$ 38.14	\$ 40.05	
6	Each Additional Hundred Cubic Ft.	\$ 6.40	\$ 7.04	\$ 7.75	\$ 8.52	\$ 8.95	\$ 9.40	
Stateville - Sewer								
7	Base Charge (1st 400 cubic Ft.)	\$ 13.65	\$ 15.02	\$ 16.52	\$ 18.17	\$ 19.08	\$ 20.03	
8	Each Additional Hundred Cubic Ft.	\$ 9.59	\$ 10.55	\$ 11.60	\$ 12.76	\$ 13.40	\$ 14.07	
Unmetered Customer User Charge								
9	Residential Base Charge	\$ 78.50	\$ 86.35	\$ 94.98	\$ 104.48	\$ 109.70	\$ 115.19	
10	Commercial Base Charge	\$ 129.68	\$ 142.65	\$ 156.91	\$ 172.61	\$ 181.24	\$ 190.30	

Customer Bill Impact

Line No.	Description	Monthly Bill at 500 Cubic Feet					
		Existing 2024 Rates	Proposed 2025 Rates	Proposed 2026 Rates	Proposed 2027 Rates	Proposed 2028 Rates	Proposed 2029 Rates
		\$	\$	\$	\$	\$	\$
<u>Water Bills</u>							
1	Residential	\$ 30.86	\$ 37.96	\$ 46.68	\$ 57.42	\$ 70.63	\$ 85.46
2	Change (\$)		\$ 7.10	\$ 8.73	\$ 10.74	\$ 13.21	\$ 14.83
3	Change (%)		23%	23%	23%	23%	21%
<u>Sewer Bills</u>							
3	Residential	\$ 32.86	\$ 36.14	\$ 39.76	\$ 43.73	\$ 45.92	\$ 48.22
4	Change (\$)		\$ 3.29	\$ 3.61	\$ 3.98	\$ 2.19	\$ 2.30
5	Change (%)		10%	10%	10%	5%	5%
<u>Combined Bills</u>							
5	Residential	\$ 63.71	\$ 74.10	\$ 86.44	\$ 101.16	\$ 116.55	\$ 133.68
6	Change (\$)		\$ 10.38	\$ 12.34	\$ 14.71	\$ 15.39	\$ 17.13
7	Change (%)		16%	17%	17%	15%	15%

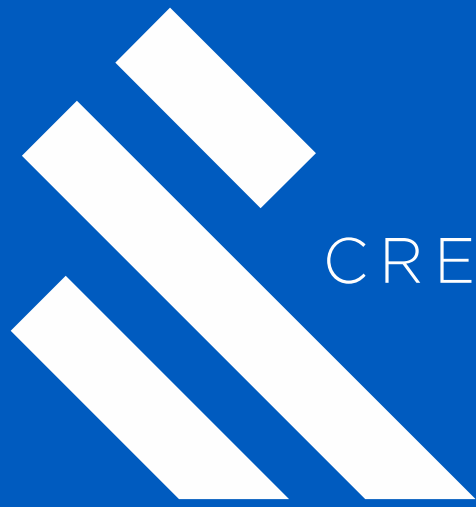
Proposed 2025 Bill Comparable to Regional Peers



Summary of Study Findings and Recommendations

- ▶ Inflation on operating expenses and capital improvements are impacting Crest Hill's utility cost structure
- ▶ Propose adopting a five-year rate plan to meet funding requirements for both utilities
- ▶ Recommend re-evaluating long-term financial plans during annual budget preparation

QUESTIONS / DISCUSSION



CREATE AMAZING.

Exhibit A

Proposed Rate Adjustments

2023 Study				
		<u>Water</u>	<u>Sewer</u>	<u>Combined</u>
Proposed	2025	23.00%	10.00%	15.50%
	2026	23.00%	10.00%	15.90%
	2027	23.00%	10.00%	16.30%
	2028	23.00%	5.00%	14.20%
	2029	21.00%	5.00%	13.80%



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	December 4, 2023
Submitter:	Maura Rigoni, AICP, Interim Planner
Department:	Community & Economic Development
Agenda Item:	Special Use Auto Repair-Colliher Collision (1815 Plainfield Road)

Summary: Caliber Collision has filed an application for a special use for the property at 1815 Plainfield Road. The requested special use is for auto repair. Caliber Collision is under contract to purchase the existing auto repair business at 1815 Plainfield Road, commonly known as Wreck's Auto Repair. The applicant will take possession of the business only, not the building.

Auto Repair has been conducted at this property since the 1990s under the ownership of Wreck's Auto Repair, when auto repair was a permitted use in the B3 District. In 2000, auto repair became a special use, making the operation at 1815 Plainfield Road non-conforming. Since the business operation is being sold, the property must seek a special use to continue operation, per Section 5.5 of the Zoning Ordinance.

5.5 SALE OF A NON-CONFORMING USE No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to the use regulations of the district in which it is located

The applicant appeared before the PCZBA on November 9, 2023, at which time the request received a favorable recommendation, conditioned upon the following:

- No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building;
- No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0;
- No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment;
- Overnight parking of vehicles is permitted outside of the building, within the fenced area on the property;
- No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted;
- Hours of operation are Monday thru Friday, 7:30 am to 5:30 pm and a ½ day on Saturday by appointment only.

- No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- The area on the adjacent property to the south is limited to *vehicle storage only, associated with the operations at 1815 Plainfield Road.*

This is the first special use request that will appear before the City Council since the Council discussed including an agreement to be signed by the applicant, acknowledging approval of the special use request and the associated conditions. This agreement will be included in the Ordinance.

Recommended Council Action: If the Mayor and City Council are amenable to the proposed special use, I would ask that you authorize the City Attorney and Staff to prepare the necessary Ordinance and supporting documents to approve the request subject to the Findings of Fact and the conditions as outlined in the PC recommendation.

Funding Source: N/A

Budgeted Amount: N/A

Attachments:

- Plan Commission Report (and minutes) associated plans and documents
- Ordinance Granting the Special Use Permit including the Finding and Decision of the Plan Commission and the Unconditional Agreement and Consent



To: Plan Commission/ZBA

From: Maura A. Rigoni, AICP, Interim Planner

Date: November 9, 2023

Re: Caliber Collision Centers

Project Details

Project	Caliber Collision
Request	SU Auto Repair
Location	1815 Plainfield Road

Site Details

Lot Size:	N/A
Existing Zoning	B3

Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcel	Business	Business	B3
North	Business	Business	B2/B3
South	Business	Business	B2
East	Business	Business	B2/B3
West	Forest Preserve	Natural Preserve	N/A

Attachments

Aerials, Supporting Documents prepared by the applicant.

Project Summary

Caliber Collision has applied for a special use for the property at 1815 Plainfield Road. The requested special use is for auto repair. Caliber Collision is under contract to purchase the existing auto repair business at 1815 Plainfield Road, commonly known as Wrech's Auto Repair. The applicant will take possession of the business only, not the building.

Analysis

In consideration of the request, the points of discussion and details are as follows.

- The property is currently zoned B-3. The property is currently utilized by an auto repair business, Wrech's Auto Repair. The applicant proposes to purchase the **building business** and continue to operate as an auto repair, providing the same services as Wrech's Auto Repair.
- Auto repair is a special use in the B-3 District. Wrech's Auto Repair established operation in the late 1990s, when auto repair was a permitted use. In 2000, the city amended the zoning ordinance requiring a special use for auto repair. Wrech's Auto Repair has operated as an existing non-conforming use.
- Since the business is being sold, Section 5.5 of the Zoning Ordinance takes effect, requiring the new business owner to seek approval of a special use to continue legally operating the auto repair business.

5.5 SALE OF A NON-CONFORMING USE *No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to the use regulations of the district in which it is located.*

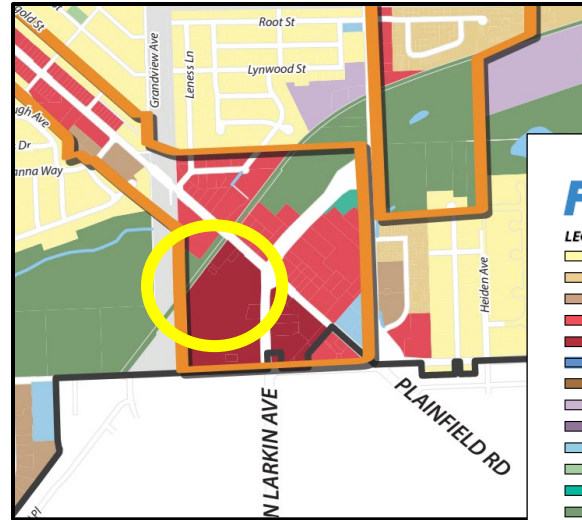
- The applicant has indicated (refer to documents provided) that the operation of the business will remain the same as Wrech's Auto Repair. The only additional operation they are proposing is the administration of their auto glass repair service. This part of the business is a mobile business, and a portion of this facility will be utilized to operate this business.
- The Zoning Ordinance requires auto repair provide parking at a ratio of four spots per bay, plus employees on the largest shift.
 - There are six bays, which would require 24 parking spaces. Currently on-site, there are 21 striped parking stalls along the west property line and in front of the building, and 6 in the rear, with additional parking areas in the rear and side of the building.
- Section 8.2-24 of the Zoning Ordinance outlines additional regulations for auto repair business. The special use request is subject to these regulations, when applicable. ***The Plan Commission is encouraged to place a condition requiring compliance with Section 8.2-24 of the Zoning Ordinance.***
 - An eight (8) foot fence shall be maintained adjacent to all residential properties;
 - No exterior lighting shall be permitted to shadow adjacent residential properties;
 - No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building;.
 - No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0;
 - No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment;
 - No overnight parking of vehicles is permitted outside of the building, unless reviewed and approved in conjunction with the special use, and adequate screening is provided;
 - No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted;
 - No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- It is noted the property is not adjacent to residential properties; however, a fence completely encloses the rear of the building and the east side of the property.
- In 2016 a permit was issued to Wrech's Auto Repair for the installation of a fence on the adjacent property to the south for additional parking. ***The Plan Commission is encouraged to place a condition limiting this area to vehicle storage only, associated with the operations at 1815 Plainfield Road.***

Items for discussion are as follows:

- The existing use and requested special use

Please contact me at 815-412-2721 or mrigoni@reltd.com with any questions or concerns

FUTURE LAND USE MAP-COMP PLAN 2014

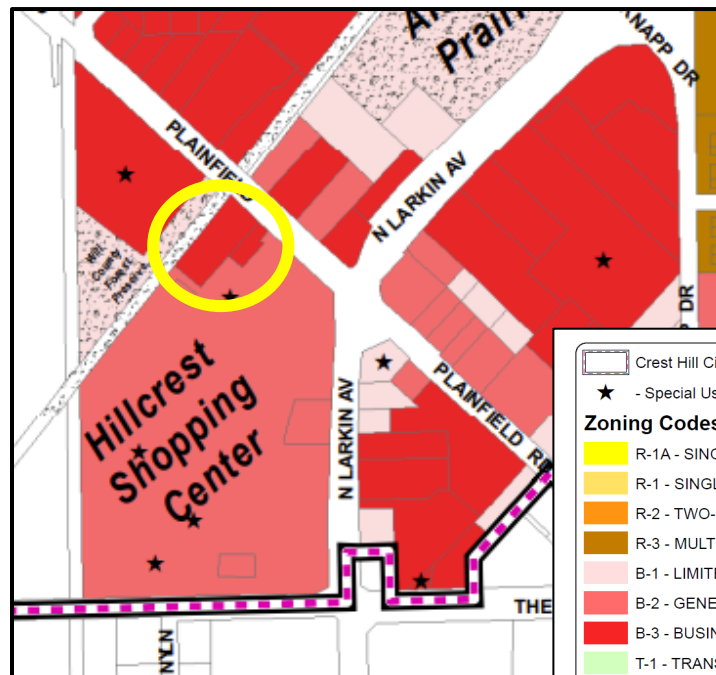


FUTURE LAND USE

LEGEND

- Single-Family Detached
- Single-Family Attached
- Multi-Family Residential
- Local Commercial
- Regional Commercial
- Office
- Mixed-Use/Flex
- Light Industrial
- Heavy Industrial
- Community Facilities
- Recreation
- Detention
- Natural/Preserve Areas
- Stateville Correctional Center
- Utilities/Transportation
- Subarea Boundaries

ZONING MAP



Crest Hill City Limits

★ - Special Use

Zoning Codes

- R-1A - SINGLE-FAMILY RESIDENCE DISTRICT
- R-1 - SINGLE-FAMILY RESIDENCE DISTRICT
- R-2 - TWO-FAMILY RESIDENCE DISTRICT
- R-3 - MULTIPLE-FAMILY RESIDENCE DISTRICT
- B-1 - LIMITED BUSINESS DISTRICT
- B-2 - GENERAL BUSINESS DISTRICT
- B-3 - BUSINESS SERVICE DISTRICT
- T-1 - TRANSITIONAL OFFICE DISTRICT
- O-R - OFFICE RESEARCH DISTRICT
- M-1 - LIMITED MANUFACTURING DISTRICT
- M-2 - GENERAL MANUFACTURING DISTRICT

City of Crest Hill Development Handbook

Appendix C

Application for Development

For Office Use Only: Case Number:

Project Name: Caliber Collision Centers
Owner: KT-Rex LLC **Correspondence To:** Caliber Holdings LLC
Street No: 4265 E Route 112 **Street No:** 2941 Lake Vista Dr
City, State, Zip: Mason, IL 60444 **City, State, Zip:** Lewisville, TX 75067
Phone: 815-374-0092 **Phone:** 469-948-9849
Email or fax: wrecksauto9999@yahoo.com **Email or fax:** licenseandpermits@calibercollision.com

Property Address: 1815 Plainfield Rd **Property Information:**
Street No: 1815 Plainfield Rd **Lot Width:** _____
City, State, Zip: Crest Hill, IL 60403 **Lot Depth:** _____
PIN: 11-04-31-404-009-0000 **Total Area:** 13,184 SF

* Attach a copy of the legal description of the property and applicable fees.

* Submit electronic version of the legal description to:

mdeharo@cityofcresthill.com and lthrasher@cityofcresthill.com.

Existing Zoning: ☒ Existing Land Use: B3
Requested Zoning: ☐ Proposed Land Use: _____

Adjoining Properties Zoning and Uses:

North of Property: B3- retail
South of Property: B2- retail
East of Property: B3- restaurant
West of Property: Forest Preserve- Will County Forest Preserve

Purpose Statement (intended use and approval sought): _____
 SEE ATTACHED- Caliber Collision letterhead document

City of Crest Hill Development Handbook

Appendix C

Development Request: Please check all that apply and describe:

☐ Rezoning: _____

☒ Special Use: SECTION 5.5- SALE OF NON-CONFORMING USE- No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to use regulations of the district in which it is located

☐ Variance: _____

☐ 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 _____ Phone Number _____

Company _____ Email Address _____

☐ Contractor _____ Phone Number _____

Company _____ Email Address _____

☐ Architect _____ Phone Number _____

Company _____ Email Address _____

☐ Builder _____ Phone Number _____


Company _____ Email Address _____

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


Signature of the Applicant

9/27/23
Date

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


Signature of the Owner

9-27-23
Date



Will County CCAO
Dale D. Butalla, CIAO-M
302 N. Chicago Street
2nd Floor
Joliet, Illinois 60432
Phone: 1-815-740-4648

PIN 11-04-31-404-009-0000

Parcel Information

<< Prev Parcel

Next Parcel >>

LOCKPORT TOWNSHIP

Owner Name: JOHNSON KURT A TRICIA L

Street Address:

1815 PLAINFIELD RD
CREST HILL IL 60403

[View Additional Addresses](#)



[View on Bing Maps](#)

Subdivision:

Property Class: 0060 Commercial

Homesite Acres: 0.00

Farm Acres: 0.00

Open Space Acres: 0.00

Total Acres: 1.20



<< Prev Picture

1 of 4

Next Picture >>

[GIS Map & Address Information](#)

[Will County Treasurer's Tax Information](#)

[View Local Taxing Bodies](#)

Assessment Information

Year	Assess Level	Land Unimproved/Farm	Land Improved	Building Other/Farm	Building	Total	Market Value	Instant Date	Instant Amount
2023	SA/E	0	62,472	0	48,902	111,374	334,155		0
2023	TWP	0	62,472	0	48,902	111,374	334,155		0
2022	BOR	0	62,472	0	48,902	111,374	334,155		0
2021	BOR	0	62,472	0	48,902	111,374	334,155		0

Sale Information

Sale Date	Sale Amount	Document Number
07/01/2002	250,000	2007062254

Building Information

** Building information is submitted periodically from the LOCKPORT TOWNSHIP Assessor; therefore, the building information listed may not be accurate or the most current. **

Style: WRECKS AUTO REBUILDERS
Year Built: 1958
Total Sq. Ft: 13,184
Basement:
Garage:

Bathrooms:
Central Air:
Fireplace:
Porch:
Attic:

** For the most comprehensive building characteristics and relevant information, please contact the LOCKPORT TOWNSHIP Assessor. **

Legal Description

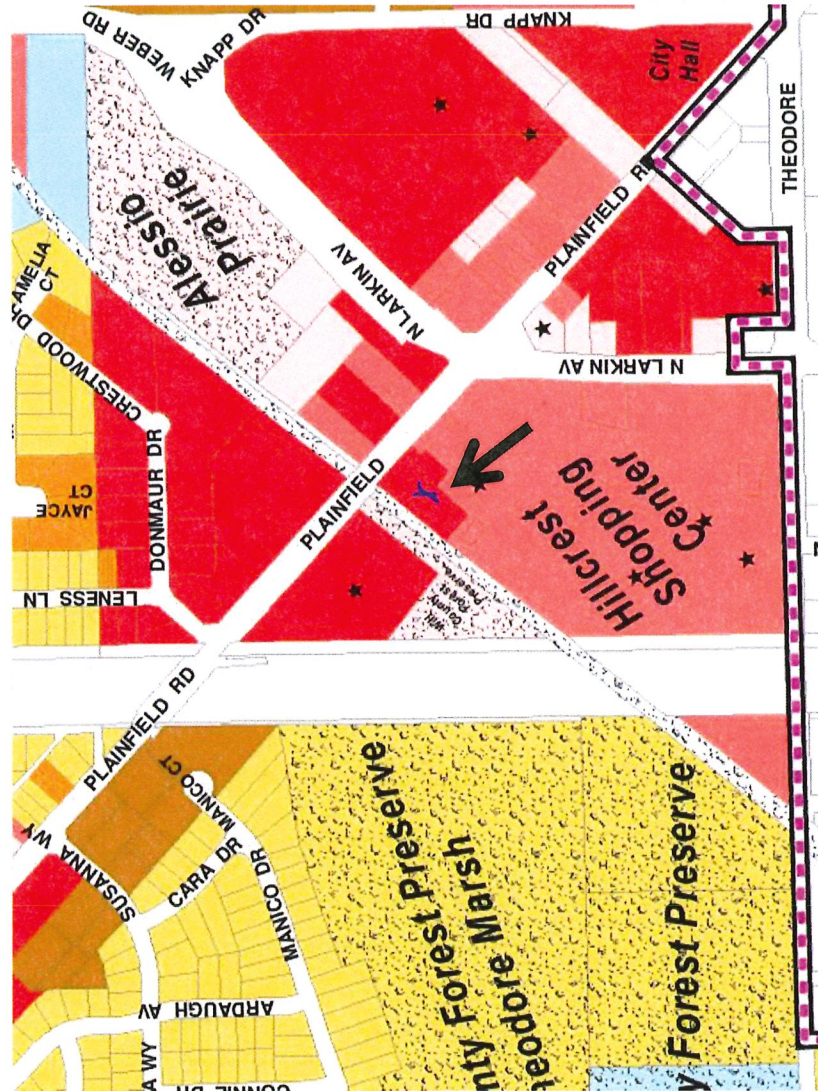
11.4 ACRES ADJ TO HWY RT 30 & ADJ TO E J & E RR ON E SIDE SE1/4 SEC 31 T36N-R10E, (EX PRT TAKEN FOR RD PURPOSES PER R74-002855).

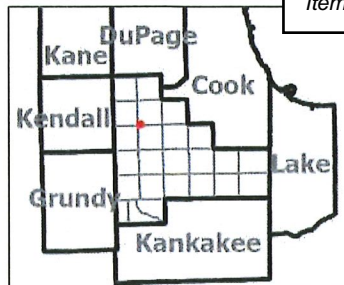
City of Crest Hill

Zoning Map 2022



cityofcresthill... / 2022 Zoning Map





Legend

Roadways

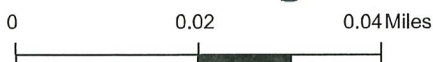
- Federal
- State
- County
- Local and Private

Parcels

Notes

Date: 8/1/2023

1: 1,128



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 to 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@willcountyillinois.com.

CALIBER COLLISION®

RESTORING THE RHYTHM OF YOUR LIFE™

September 27, 2023

RE: Caliber Collision – Joliet-Crest Hill #2416
1815 Plainfield Rd
Crest Hill, IL 60403

To whom it may concern:

The following information is in answer to your request regarding the business operation to be conducting at the above address.

1. Operations conducted in the building are as follows:
 - a) Auto body and paint repair
 - b) Use and store hazardous material
 - c) Handle and use compressed gases
 - d) Produce combustible dust
 - e) Operate spray booth
 - f) Conducting welding/cutting
 - g) Use open-flame devices
 - h) Operate a repair garage for automotive collision
2. No alterations to the building are planned at this time.
3. Hours of Operation: Monday – Friday 7:30am to 5:30am.

Sincerely,

Karen Walker
Senior Integration Licensing Coordinator
2941 Lake Vista Drive | Lewisville, TX 75067
C: 214-897-6658
E: IntegrationLicensing@CaliberCollision.com

LEGAL DESCRIPTION

THAT PART OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT IN THE SOUTHEASTLY RIGHT OF WAY LINE OF THE ELGIN, JOULET AND EASTERN RAILROAD, AT ITS POINT OF INTERSECTION WITH THE CENTER LINE OF U.S. HIGHWAY ROUTE NO. 30 (LINCOLN HIGHWAY) THENCE SOUTHEASTERLY ALONG SAID CENTERLINE OF SAID HIGHWAY 155.45 FEET, THENCE SOUTHWESTERLY ALONG A LINE AT A RIGHT ANGLE TO THE SAID CENTERLINE OF SAID HIGHWAY 362.9 FEET TO A POINT, THENCE NORTHEASTERLY ALONG A LINE 129.12 FEET TO A POINT IN THE SAID SOUTHEASTLY RIGHT OF WAY LINE OF SAID RAILROAD, THAT IS 363.58 FEET SOUTHWESTERLY (MEASURED ALONG THE SAID SOUTHEASTLY RIGHT OF WAY OF SAID RAILROAD) FROM THE POINT OF BEGINNING, THENCE NORTHEASTERLY ALONG SAID SOUTHEASTLY RIGHT OF WAY LINE OF SAID RAILROAD, 363.58 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THAT PART CONVEYED TO THE STATE OF ILLINOIS FOR THE BENEFIT OF THE DEPARTMENT OF TRANSPORTATION BY THE INSTRUMENT RECORDED AS DOCUMENT NUMBER R74-2855, IN WILL COUNTY, ILLINOIS.

PLAT OF SURVEY

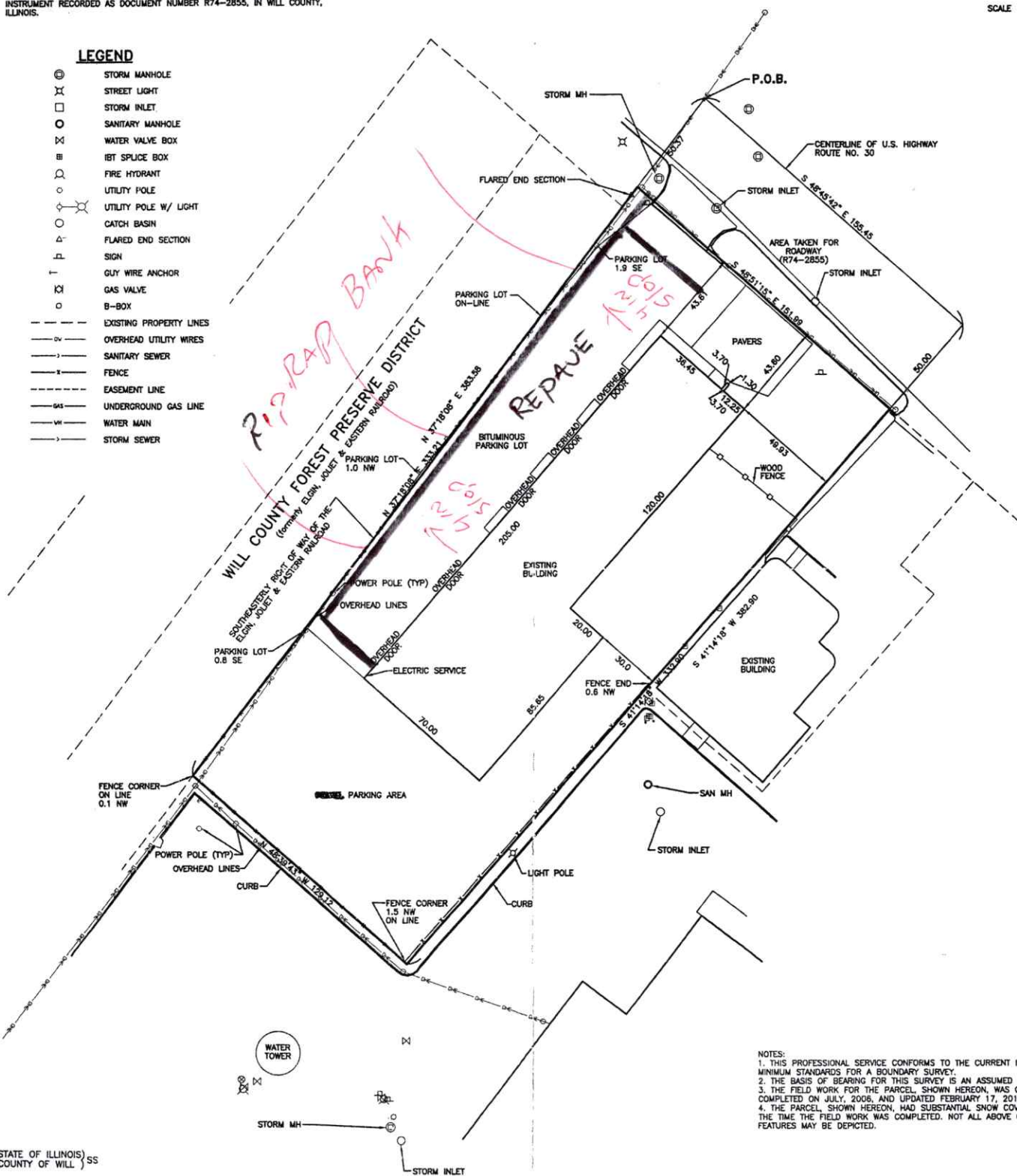
ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF AND ARE CORRECT AT 68° FAHRENHEIT.
"D" INDICATES IRONS FOUND "I" INDICATES 9/16" X 30" IRON ROD SET

Item 6.

SCALE 1" = 30'

LEGEND

- ⊙ STORM MANHOLE
- ⊗ STREET LIGHT
- STORM INLET
- SANITARY MANHOLE
- ⊕ WATER VALVE BOX
- ⊖ 1BT SPICE BOX
- ⊙ FIRE HYDRANT
- UTILITY POLE
- ⊙ UTILITY POLE W/ LIGHT
- CATCH BASIN
- △ FLARED END SECTION
- ⊖ SIGN
- ⊖ GUY WIRE ANCHOR
- ⊖ GAS VALVE
- B-BOX
- EXISTING PROPERTY LINES
- OVERHEAD UTILITY WIRES
- SANITARY SEWER
- FENCE
- EASEMENT LINE
- UNDERGROUND GAS LINE
- WATER MAIN
- STORM SEWER



- NOTES:
1. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.
 2. THE BASIS OF BEARING FOR THIS SURVEY IS AN ASSUMED NORTH.
 3. THE FIELD WORK FOR THE PARCEL, SHOWN HEREON, WAS ORIGINALLY COMPLETED ON JULY, 2008, AND UPDATED FEBRUARY 17, 2011.
 4. THE PARCEL, SHOWN HEREON, HAD SUBSTANTIAL SNOW COVER AT THE TIME THE FIELD WORK WAS COMPLETED. NOT ALL ABOVE GROUND FEATURES MAY BE DEPICTED.

STATE OF ILLINOIS)
COUNTY OF WILL) SS

I, CHRISTOPHER M. PAPESH, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE SURVEYED, STAKED, AND LOCATED THE IMPROVEMENTS ON AND PLATTED THE LAND DESCRIBED IN THE FOREGOING CAPTION AND SHOWN ON THIS PLAT, AND THAT THIS PLAT IS A CORRECT REPRESENTATION THEREOF, DATED AT CREST HILL, ILLINOIS THIS

28th DAY OF February, 2011, A.D.

Christopher M. Papesh
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
LICENSE EXPIRATION DATE 11/30/12
GEOTECH INCORPORATED ILLINOIS PROFESSIONAL
DESIGN FIRM NO. 184.000165

GEOTECH INC.			
CONSULTING ENGINEERS - LAND SURVEYORS			
1207 CEDARWOOD DRIVE		CREST HILL, ILLINOIS 60403	
PROJECT: KURT JOHNSON		FIELD BOOK #: 75	
DRAWN BY: C.M.P.	DATE: 08/14/08	SCALE: 1"=30'	JOB NO. 17364

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT WITH RESPECT TO
CERTAIN REAL PROPERTY LOCATED WITHIN THE CORPORATE BOUNDARIES
OF THE CITY OF CREST HILL
[APPLICATION OF CALIBER COLLISION CENTERS]**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-3.1.1 (the “Code”) authorizes the corporate authorities of any municipality to enact ordinances to provide for the classification of special uses, including, but not limited to, public and quasi-public uses affected with the public interest, uses which may have a unique, special, or unusual impact upon the use or enjoyment of neighboring property, and planned developments; and

WHEREAS, the Code states that a special use shall be permitted only upon evidence that such use meets standards, established for such classification in the ordinances, and the granting of permission may be subject to conditions reasonably necessary to meet such standards; and

WHEREAS, the City of Crest Hill (“City”) has enacted said ordinance in Section 12.7 of the Crest Hill Zoning Ordinance, specifying the requirements for special use permits; and

WHEREAS, Caliber Collision Centers, through Caliber Holdings LLC (“Applicant”), has properly filed and presented before the Crest Hill Plan Commission an application seeking the granting of a special use permit for automobile repair facility (the “Application”) for certain property within the city limits of the City of Crest Hill, Will County, Illinois, and located at 1815 Plainfield Road, Crest Hill, Illinois, PIN: 11-04-31-404-009-0000 (the “Property”), as legally described in Exhibit “A” with proper notice thereof given; and

WHEREAS, the Property is currently zoned B-3; and

WHEREAS, the Property has been used for an auto repair business since 1990’s and at the time the use began, the Crest Hill Zoning Ordinance did not require a special use permit for an auto repair center; and

WHEREAS, the Crest Hill Zoning Ordinance was amended in 2000 to make an auto repair business a special use within the B-3 Zoning District, thereby making the use of the Property legal non-conforming; and

WHEREAS, the Crest Hill Zoning Ordinance requires that upon sale of the property or the non-conforming, the property or use must be made to conform to the use regulations of the district in which it is located (Crest Hill Zoning Ordinance Section 5.5); and

WHEREAS, the owner of the property (and owner the prior auto repair business use) has sold the auto repair business only to Caliber Collision Centers, through Caliber Holdings LLC; and

WHEREAS, the Applicant has requested that the zoning be changed to a B-3 special use permit to bring the usage into conformance with the regulations of the B-3 District under the current City of Crest Hill Zoning Ordinance, which requires a special use permit for auto repair in the B-3 District; and

WHEREAS, the Crest Hill Plan Commission, by formal vote taken November 9, 2023, recommended approval of the special use permit sought in the Application, with conditions, after holding a Public Hearing, with proper notice thereof given; and

WHEREAS, the City Council has examined the November 9, 2023, Findings and Decision of the Plan Commission attached hereto as Exhibit “B” and has considered the presentations and arguments of the Applicant in a regularly scheduled open meeting; and

WHEREAS, the City Council finds that it is in the best interest of the City that the Recommendation of the Plan Commission be accepted, and the Application for a special use permit be granted.

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 accepts, adopts, and ratifies the Findings and Decision of the Plan Commission, attached hereto as Exhibit “B”, and incorporated by reference herein, as the Findings and Decision of the City Council in relation to the Application for a special use permit.

SECTION 3: That a special use permit is hereby granted to Caliber Collision Centers, through Caliber Holdings LLC to allow a B-3 special use to permit an auto repair business on the property located at 1815 Plainfield Road, Crest Hill, Illinois, PIN: 11-04-31-404-009-0000, as legally described in Exhibit “A”, and the definitions of the zoning classifications currently in use in the Crest Hill Zoning Ordinance, hereinafter described and subject to the following conditions:

1. No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building.
2. No vehicle sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0.
3. No outdoor storage shall be permitted on the property, including but not limited to, the following items: automotive parts, tires, automotive equipment.
4. Overnight parking of vehicles is permitted outside of the building, but only within the fenced area on the property.
5. No overnight parking of any semitrailers or other storage and/or hauling or moving equipment shall be permitted.
6. Hours of operation are Monday through Friday from 7:30 am to 5:30 pm and a ½ day on Saturday by appointment only.

7. No vehicles shall be allowed on the property with a weight of more than eighteen thousand (18,000) pounds.
8. The area on the adjacent property to the south is limited to *vehicle storage that is associated with the business operations at 1815 Plainfield Road*.
9. The Applicant's execution of the Unconditional Agreement and Consent, attached hereto as Exhibit "C" and which is incorporated herein by reference.

Territory Described. See attached legal description Exhibit "A".

SECTION 4: This Ordinance shall become effective only upon the attachment of a fully executed Exhibit "C" within 60 days of the passage of this Ordinance. If Exhibit "C" 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 Owner or Applicant.

SECTION 5: This Ordinance shall be subject to repeal or revocation of the Special Use Permit due to the Applicant's violation of any of the enumerated conditions in Section 3. In the event that the City Council shall consider repeal or revocation for violation of the Conditions in Section 3, the City will provide the Applicant with written notice of the Meeting at which the repeal or revocation will be considered and shall have an opportunity to be heard on the issue. The decision of the City Council shall be final, and no further appeal shall be allowed.

[Left Intentionally Blank]

PASSED THIS 4TH DAY OF DECEMBER, 2023

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

Christine Vershay-Hall, City Clerk

APPROVED THIS 4TH DAY OF DECEMBER, 2023

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

Exhibit "A"

LEGAL DESCRIPTION

PIN:11-04-31-404-009-0000

THAT PART OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT IN THE SOUTHEASTERLY RIGHT OF WAY LINE OF THE ELGIN, JOLIET AND EASTERN RAILROAD, AT ITS POINT OF INTERSECTION WITH THE CENTER LINE OF U.S. HIGHWAY ROUTE NO. 30 (LINCOLN HIGHWAY) THENCE SOUTHEASTERLY ALONG SAID CENTERLINE OF SAID HIGHWAY 155.45 FEET, THENCE SOUTHWESTERLY ALONG A LINE AT A RIGHT ANGLE TO THE SAID CENTERLINE OF SAID HIGHWAY 382.9 FEET TO A POINT, THENCE NORTHEASTERLY ALONG A LINE 129.12 FEET TO A POINT IN THE SAID SOUTHEASTERLY RIGHT OF WAY LINE OF SAID RAILROAD, THAT IS 383.58 FEET SOUTHWESTERLY (MEASURED ALONG THE SAID SOUTHEASTERLY RIGHT OF WAY OF SAID RAILROAD) FROM THE POINT OF BEGINNING, THENCE NORTHEASTERLY ALONG SAID SOUTHEASTERLY RIGHT OF WAY LINE OF SAID RAILROAD, 383.58 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THAT PART CONVEYED TO THE STATE OF ILLINOIS FOR THE BENEFIT OF THE DEPARTMENT OF TRANSPORTATION BY THE INSTRUMENT RECORDED AS DOCUMENT NUMBER R74-2855, IN WILL COUNTY, ILLNOIS.

Exhibit "B"

BEFORE THE PLAN COMMISSION
OF THE CITY OF CREST HILL, ILLINOIS

IN RE:)	
)	
The application Caliber Collision Centers)	
(Caliber Holdings, LLC))	No. SU-23-5-11-1
)	
)	
For a special use permit.)	

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. SU-23-5-11-1
THE APPLICATION OF CALIBER COLLISION CENTERS (CALIBER HOLDINGS, LLC
FOR A SPECIAL USE AT 1815 PLAINFIELD ROAD**

THIS APPLICATION, coming before for a decision by the Plan Commission, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on November 9, 2023, being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

A. That the applicant, Caliber Collision Centers (Caliber Holdings, LLC) is the new owner of the business use which will be occupying the real estate, upon approval of the special use, as described in the application. The property owner has signed off on the application;

B. That the application seeks a B-3 special use for the property described in the application, located at 1815 Plainfield Road, Crest Hill, Illinois, PIN: 11-04-31-404-009-0000 (the "Property"), as legally described in Exhibit "A";

C. That the Property is currently zoned B-3;

D. That the application seeks approval of a special use to allow an auto repair facility on the Property;

E. That the proposed use by the applicant is not allowed on the Property as currently zoned;

F. That the Property is currently zoned as a Business use, with only other Business uses adjacent thereto;

G. That the application for the special use was properly submitted and notice of the application and the Public Hearing were properly published;

H. That no interested parties filed their appearances herein;

I. That the public hearing was called to order, the applicant presented evidence and arguments in support of his application, and the public hearing was duly transcribed by a certified shorthand reporter of the State of Illinois;

J. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

K. That the proposed special use, as considered under section 12.7 of the zoning code, meets the standards for the granting of the special use under section 12.7-6 as the proposed development meets all of the criteria set forth in subsections 10.6 and 12.7-6(1), (2), (3), (4), (5) and (6).

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 special uses, as follows:

1. That the application of Caliber Collision Centers (Caliber Holdings, LLC) to allow a B-3 special use for an auto repair facility in accordance with the application the property located at 1815 Plainfield Road, Crest Hill, Illinois, PIN: 11-04-31-404-009-0000, as legally described in Exhibit "A", in a B-3 zoning district is recommended to be approved by the City Council and is supported by the evidence adduced;
2. The following conditions were placed on the special use permit:
 - a) No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building.
 - b) No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0.
 - c) No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment.
 - d) Overnight parking of vehicles is permitted outside of the building, within the fenced area on the property.
 - e) No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted.
 - f) Hours of operation are Monday thru Friday, 7:30 am to 5:30 pm and a ½ day on Saturday by appointment only.
 - g) No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
 - h) The area on the adjacent property to the south is limited to *vehicle storage only, associated with the operations at 1815 Plainfield Road.*
3. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the special use be granted and approved by the City Council upon the specified conditions.

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Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 9th Day of November, 2023
upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Carol Slabozeski	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner John Stanton	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Ken Carroll	<u> </u>	<u> </u>	<u>X</u>	<u> </u>
Commissioner Jan Plettau	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Bill Thomas	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Jeff Thomas	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Angelo Deserio	<u>X</u>	<u> </u>	<u> </u>	<u> </u>

Approved:

Bill Thomas, Chairperson

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT "C"
UNCONDITIONAL AGREEMENT AND CONSENT

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

WHEREAS, KT-REX, LLC Plainfield RD. SER (the "**Owner**") is the owner of that certain real property commonly known as 1815 Plainfield Road, Crest Hill, Illinois ("**Property**"); and

WHEREAS, Caliber Holdings, LLC., a Delaware corporation registered to do business in The State of Illinois ("the **Applicant**"), owns and operates an auto repair facility on the Property; and

WHEREAS, Ordinance No. _____, approved and passed by the Crest Hill City Council on December 4, 2023, ("the **Ordinance**"), approved a Special Use Permit to allow an auto repair facility on the Property, subject to certain enumerated and specified conditions; 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 Exhibit "C", its Unconditional Agreement and Consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance.

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

1. The Applicant hereby unconditionally agrees to, accept, consent to, and will abide by all terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Applicant acknowledges that 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 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 notice of the City's intent to Repeal or Revoke the Ordinance is provided to the Applicant as required by Section 5 of 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 Special Use Permit 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.

[signature page to follow]

Caliber Holdings, LLC

By: _____

Its: _____

SUBSCRIBED and **SWORN** to before me
this _____ day of _____, 2023.

Notary Public

MINUTES OF THE CREST HILL PLAN COMMISSION

The November 9, 2023 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 Angelo Deserio, Commissioner John Stanton, Commissioner Jan Plettau, Commissioner Jeff Peterson, Commissioner Cheryl Slabozeski.

Also present were: Interim Planner Maura Rigoni, City Attorney Mike Stiff, Administration Clerk Samantha Tilley.

Absent were: Commissioner Ken Carroll.

APPROVAL OF MINUTES: Chairman Bill Thomas presented the minutes from the regular meeting held on September 14, 2023 for Commission approval.

(#1) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to approve the minutes from the regular meeting held on September 14, 2023, as presented.

On roll call, the vote was:

AYES: Commissioner Peterson, Slabozeski, Plettau, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Stanton, Deserio.

ABSENT: Commissioner Carroll.

There being four (4) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-23-6-11-2, a request from Springfield Development Partners located at the Southwest Corner of Borio Drive and Renwick Road, seeking approval of a B3-Special Use for a self-service storage facility and building setback variance.

Chairman Thomas commented that Springfield Development Partners have taken this project from A&D Storage. Springfield Development Partners have asked for additional time to work on their proposal before coming to the Plan Commission but since the public hearing was published, we will need to open this public hearing and table it.

Chairman Thomas asked for a motion to open the public hearing on case number SU-23-6-11-2

(#2) Motion by Commissioner Plettau seconded by Commissioner Peterson, to open a public hearing on case number SU-23-6-11-2.

On roll call, the vote was:

AYES: Commissioner Plettau, Peterson, Stanton, Slabozeski, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

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

The public hearing was opened at 7:03 p.m.

Chairman Thomas asked for a motion to recess the public hearing to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

(#3) Motion by Commissioner Deserio seconded by Commissioner Plettau, to recess the public hearing on case number SU-23-6-11-2 to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

On roll call, the vote was:

AYES: Commissioner Deserio, Plettau, Peterson, Stanton, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

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

Attorney Mike Stiff asked if anyone in the audience, for the record, would like to make a public comment on SU-23-6-11-2. There were no public comments.

Chairman Thomas asked for a motion to table public hearing SU-23-6-11-2 to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

(#4) Motion by Commissioner Plettau seconded by Commissioner Stanton, to table public hearing SU-23-6-11-2 to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

On roll call, the vote was:

AYES: Commissioner Plettau, Stanton, Slabozeski, Deserio, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

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

The public hearing was closed at 7:05 p.m.

Chairman Thomas presented case number SU-23-5-11-1, a request from Caliber Collision Centers located at 1815 Plainfield Road, seeking approval of a B3-Special Use for auto repair. The paperwork was in order.

Chairman Thomas asked for a motion to open the public hearing on case number SU-23-5-11-1.

(#5) Motion by Commissioner Deserio seconded by Commissioner Peterson, to open a public hearing on case number SU-23-5-11-1.

On roll call, the vote was:

AYES: Commissioner Deserio, Peterson, Plettau, Stanton, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

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

Chairman Thomas asked our Interim Planner Maura Rigoni to present the specifics of the case. Interim Planner Maura Rigoni commented that this is a Special Use request for the property at 1815 Plainfield Road. This property is commonly known as Wreck's Auto Repair. Caliber Collision is purchasing the business only and not the building. The current owner of the business will retain the building. It is noted that the property is zoned B3, and auto repair has been utilized at this property for several years. Interim Planner Rigoni noted that in 2000 we had changed the zoning ordinance to require a special use for auto repair. The current business has been there since the late 1990's and therefore did not need a special use at that time. Since the business is being sold, Section 5.5 of the Zoning Ordinance takes effect, requiring the new business owner to seek approval of a special use to continue legally operating the auto repair business. She commented that since this business did not have a special use on the property and because it is being sold, it must come before the Plan Commission to request the special use to bring to conformity.

Interim Planner Rigoni commented that Caliber Collision Centers will be adding a mobile auto glass repair business, also. There will be no glass repair done at the site unless it is in conjunction with the auto repair, but the mobile business will consist of dispatching to other locations for glass repair.

Interim Planner Rigoni commented that there is striped parking on the side and the rear of the business. She also noted there are specific regulations outlined in the zoning ordinance for auto repair. It was further noted that some regulations did not apply to this property since it was not adjacent to the residential property. Interim Planner Rigoni also noted that one of the regulations in the ordinance prohibits storage of vehicles outside the building unless considered under the special use. Interim Planner Rigoni explained that under the current operation, vehicles have been stored outside the building, and the new applicant would like to continue to store vehicles outside the building, within the fenced area. Interim Planner Rigoni summarized the regulations, which are:

- An eight (8) foot fence shall be maintained adjacent to all residential properties, *which property is not surrounded by residential properties.*
- No exterior lighting shall be permitted to shadow adjacent residential properties, *which property is not surrounded by residential properties.*
- No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building.
- No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0.
- No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment.

- Overnight parking of vehicles is permitted outside of the building, within the fenced area on the property.
- No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted.
- No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- The area on the adjacent property to the south is limited to vehicle storage only, associated with the operations at 1815 Plainfield Road.

Interim Planner Rigoni commented that there is a small portion (50x100) that is an extra parking area adjacent to the property and in 2016 a permit was issued to Wreck's Auto Repair to utilize a portion of the property to the south for additional overflow. It is encouraged that the commission places a condition limiting this area to vehicle storage only.

Chairman Thomas asked for the seller of the business and a representative from Caliber Collision Center to approach the podium for any questions that may be asked.

Dorothy Des Brisay the representative from Caliber Collision Centers and Kurt Johnson the property owner approached the podium and were sworn in.

Dorothy Des Brisay commented that Caliber Collision Centers have been around since 1997 and are in forty-one states and have a total of 1,724 locations. She commented that Wreck's Auto Repair fits the criteria that they want.

Chairman Thomas asked the Commissioners if they have any questions or comments.

Commissioner Peterson asked when they say auto repair do they mean body repair. Dorothy commented that it would be auto body repair and paint. Commissioner Peterson asked if any mufflers or brakes would be worked on. Dorothy stated that the company outsources that kind of work.

Commissioner Stanton asked if there is a fence around the premises or just one side. Kurt commented that the entire back and the one side is fenced in. Commissioner Stanton commented that there is no fence facing the street and it was commented that it was only of the left side if you are looking at the building.

Interim Planner Rigoni commented that there is a fence that runs from the front of the building to the east property line.

Kurt approached the dais and showed the fence line to Commissioner Stanton on a map.

Commissioner Slabozeski asked how many days per week they will be open and what the hours of operations would be. Dorothy stated the hours of operation are 7:30 a.m. to 5:30 p.m. Monday through Friday and then half day on Saturday to deliver vehicles to customers who could not come Monday through Friday.

Chairman Thomas asked if they agree to the conditions that were discussed. Dorothy stated that they do agree with the conditions, and they are standard conditions for auto body and Caliber Collision is very respectful.

Chairman Thomas commented that he drove by the property and was impressed how clean the property looks.

Chairman Thomas asked if anyone in the audience had a question or comment. There were no questions or comments.

(#6) Motion by Commissioner Deserio seconded by Commissioner Plettau, to close the public hearing on case number SU-23-5-11-1.

On roll call, the vote was:

AYES: Commissioner Deserio, Plettau, Peterson, Stanton, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

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

The public hearing was closed at 7:20 p.m.

Chairman Thomas asked for a motion to recommend approval of the request for case number SU-23-5-11-1, for a request from Caliber Collision Centers located at 1815 Plainfield Road, for a B3-Special Use for auto repair with the seven (7) conditions previously mentioned.

(#7) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to recommend approval of the request for case number SU-23-5-11-1, for a request from Caliber Collision Centers located at 1815 Plainfield Road, for a B3-Special Use for auto repair with the seven (7) conditions previously mentioned.

On roll call, the vote was:

AYES: Commissioner Peterson, Slabozeski, Stanton, Deserio, Plettau, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

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

Chairman Thomas informed the petitioner that the Plan Commission is a recommendation body only. The City Council will hear the case at a future meeting. Planner Rigoni commented that this will go to a work session on November 27, 2023.

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 Deserio, seconded by Commissioner Plettau, to adjourn the November 9, 2023 Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioner Deserio, Plettau, Peterson, Stanton, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

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

The meeting was adjourned at 7:23p.m.

As approved this _____ day of _____, 2023

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN



Agenda Memo

Crest Hill, IL

Meeting Date:	December 4, 2023
Submitter:	Ron Mentzer, Acting Community and Economic Development Director
Department:	Community Development
Agenda Item:	Revised building permit fees for new commercial/industrial buildings.

Summary: This issue was discussed at the November 27, 2023, City Council Workshop Meeting.

The structure of the City's current building permit fee schedule does not clearly account for the phased construction of new commercial/industrial buildings such as the 577,000 sq. ft. speculative industrial/warehouse building Midwest Industrial Funds (MIF) is currently constructing at 21225 Lidice Parkway. It is typical for developers of buildings such as this to seek an initial building permit to construct the building foundation, a second permit to construct the building shell, and subsequent permits to finish/build-out the interior space within the building once a specific tenant/or tenants have been secured for the building. This is exactly the phased permit process MIF has been working through for their 21225 Lidice Parkway building.

As a follow up to the direction received at the November 27, 2023, City Council Workshop Meeting, Community Development Department staff and the City Attorney collaborated on the preparation of revised building permit fee schedule provisions for commercial and industrial construction that would:

- (i) clarify building permit fee requirements for a phased permitting approach,
- (ii) make the total building permit fees for a phased permit approach more consistent with the total permit fees for a single permit approach when phased tenant build-out permits are applied for within three (3) years of the issuance of the initial building permit for the project,
- (iii) ensure building permit plan review fees cover outside plan review consulting costs incurred by the City and account for the City's increased administrative costs associated with issuing multiple permits instead of one.

A copy of the ordinance the City Attorney prepared to approve the revised building permit fee schedule language is included in the agenda back up materials.

Staff Recommendation: Approve an Ordinance amending section 15.08.020, Building Permit Fees for Commercial/Industrial Construction, of the Crest Hill City Code of Ordinances.

Financial Impact: Dependent on the level and type of future commercial/industrial building permit activity.

Funding Source: Not applicable.

Budgeted Amount: Not applicable.

Cost: Not applicable.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 15.08.020 (BUILDING PERMIT FEES FOR COMMERCIAL/INDUSTRIAL CONSTRUCTION) OF CHAPTER 15.08 (BUILDING PERMIT FEES) OF TITLE 15 (BUILDINGS AND CONSTRUCTION) OF THE CREST HILL CITY CODE OF ORDINANCES

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 Council of the City of Crest Hill has previously established a Code of Ordinances governing development, building and construction within the City of Crest Hill, which Ordinances are codified in Title 15 (Buildings and Construction), Chapter 15.08 (Building Permit Fees) Section 15.08.020 (Building Permit Fees for Commercial/Industrial Construction); and

WHEREAS, the City Council has from time to time amended, updated, and otherwise modified its Building and Construction Code as needed; and

WHEREAS, the City Council has determined that Section 15.08.020 of the Crest Hill Code of Ordinances should be amended to clarify how base building permit fees are to be calculated when the developer/owner chooses to submit Building Permit Applications in phases over time.

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: That Section 15.08.020 (Building Permit Fees for Commercial/Industrial Construction) of Chapter 15.08 (Building Permit Fees) of Title 15 (Buildings and Construction) of the Crest Hill Code of Ordinances is hereby repealed in its entirety and replaced with the following:

§15.08.020 BUILDING PERMIT FEES FOR COMMERCIAL/INDUSTRIAL CONSTRUCTION.

Fees for all commercial and/or industrial construction shall be calculated as follows:

- (A) The base building permit fee for additions, build outs, and new construction shall be based on the total square footage of the structure which shall be calculated by multiplying the exterior dimensions of each floor, including any below grade areas and adding

together the square footage totals for each floor and below grade area. The base fee shall be \$1.00 per square foot.

- (B) To the base fee there shall be added a plan review fee in the amount of \$250 plus actual outside consulting plan review costs incurred by the City.
- (C) For all new construction, there shall be added to the base fee a construction water usage fee of \$100.
- (D) The building permit fee for all other commercial/industrial construction not designated in division (A) above shall be determined by the value of the improvement(s) to be made:

<i>Value of improvement</i>	<i>Fee</i>
Less than \$1,000	\$95
\$1,000 to \$99,999.99	\$200 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000
\$100,000 to \$999,999.99	\$2,180 plus an additional \$10 per each additional \$1,000 or fraction thereof over \$100,000 to \$999,999.99
\$1,000,000 and over	\$11,180 plus an additional \$20 per each additional \$1,000 or fraction thereof over \$1,000,000

- (E) A developer or owner (individually an “Applicant”) shall be allowed to apply for building permits for new non-residential buildings in phases (a “Phased Permit Approach”) at the discretion of the Building Commissioner. The base building permit fee in a Phased Permit Approach shall be computed pursuant to Paragraphs (A) and (D) of this section and paid to the City prior to issuance of the initial building permit. When each subsequent building permit application is received in a Phased Permit Approach, the Applicant shall be credited for all prior base building permit fees paid and shall pay only any additional base building permit fee required by Paragraphs (A) and (D) for the additional square footage sought in the subsequent building permit applications provided the subsequent building permits are applied for within three (3) years from the date of issuance for the initial building permit (the “Phased Permit Period”). During the Phased Permit Period, the Applicant shall be required to pay a plan review fee of \$500 plus actual outside consulting plan review expenses incurred by the City for each subsequent building permit application. There shall not be an additional construction water usage fee charged for subsequent building permits issued during the Phased Permit Period. After the expiration of the Phased Permit Period, the permit fees for subsequent building permits for a building initially permitted under the Phased Permit Approach shall be computed pursuant to Paragraphs (A), (B), (C), and (D) of this section with no credit given for previous building permit, plan review, or construction water usage fees paid.

(’78 Code, § 15.08.020) (Ord. 197, passed - -67; Am. Ord. 424, passed - -77; Am. Ord. 635,

passed - -85; Am. Ord. 780, passed - -90; Am. Ord. 1086, passed 3-15-99; Am. Ord. 1108, passed 9-20-99; Am. Ord. 1915, passed 7-5-22)

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.

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.

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PASSED THIS 4th DAY OF DECEMBER, 2023.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
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 4TH DAY OF DECEMBER, 2023.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	December 4, 2023
Submitter:	Lisa Banovetz, Director of Finance / Glen Conklin, Treasurer
Department:	Treasurer's Office
Agenda Item:	Approval of a \$150,000 payment to the City's Police Pension Fund, in accordance with Resolution 974

Summary: On May 2, 2016, the City passed Resolution 974 which authorized the adoption of a police pension funding policy for the City. This Resolution established a long-term funding policy in which the City's annual contribution to the Police Pension fund will exceed the amount required by the annual actuarial Police Pension contribution calculation. The City's additional contribution to the City's Police Pension fund will result in full funding of the City's Police pension liability by the statutory required year of 2040.

Per Resolution 974, the City will make a minimum contribution of \$150,000 in addition to 100% of the Actuarially Determined Contribution each fiscal year until the pension fund reaches 80% funded status.

Recommended Council Action: Approval of a \$150,000 payment to the City's Police Pension Fund, in accordance with Resolution 974.

Financial Impact:

Funding Source: General Fund

Budgeted Amount: \$150,000

Cost: \$150,000

Attachments: Resolution 974 Authorizing the Adoption of a Police Pension funding Policy for the City of Crest Hill.pdf

RESOLUTION NO. 974

A RESOLUTION AUTHORIZING THE ADOPTION OF A POLICE PENSION FUNDING POLICY FOR THE CITY OF CREST HILL

WHEREAS, financial planning has become increasingly important as changes in accounting standards focus attention on pension funding; and

WHEREAS, in response to recent information and changes imposed by the Governmental Accounting Standards Board ("GASB"), the City of Crest Hill ("City") has undertaken steps to implement a Police Pension Funding Policy, which applies to the calculation of the City's annual required contribution to the City's Police Pension Fund ("Plan"); and

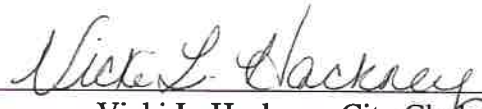
WHEREAS, for such purposes the Mayor and City Council deem it in the best interests of the City to formally adopt a Police Pension Funding Policy as attached hereto and incorporated herein as "Exhibit A," which provides guidelines to fund the long-term cost of benefits to Plan participants and annuitants.

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


- SECTION 1: The recitals set forth above are found to be true and incorporated herein and made a part hereof.
- SECTION 2: The Police Pension Funding Policy as attached hereto and incorporated herein as "Exhibit A" is hereby adopted by the City of Crest Hill as the official policy of the City relative to the funding of the Police Pension Fund.
- SECTION 3: The Office of the City Treasurer is directed to take all steps to fully implement the guidelines and directives set forth in this Policy.
- SECTION 4: This Resolution shall take effect immediately upon its passage and approval as provided by law.

ADOPTED THIS 2nd DAY OF MAY, 2016.


	Aye	Nay	Absent	Abstain
Alderman John Vershay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Scott Dyke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderwoman Claudia Gazal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderwoman Barbara Sklare	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderwoman Tina Oberlin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderwoman Candis Thuringer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Charles Convery	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Tom Inman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Raymond R. Soliman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>


Vicki L. Hackney, City Clerk

APPROVED THIS 2nd DAY OF MAY, 2016.


Raymond R. Soliman, Mayor

ATTEST:


Vicki L. Hackney, City Clerk

**CITY OF CREST HILL
POLICIES AND PRACTICES
POLICE PENSION FUNDING**

This policy applies to the calculation of the City of Crest Hill’s annual/ actuarial required contribution (ARC) to the Crest Hill Police Pension Fund, a police pension trust fund organized under Article III and Article IV of the Illinois Pension Code.

Background:

The financial objective of a defined benefit pension plan is to fund the long-term cost of benefits provided to plan participants. In order to assure that the plan is financially sustainable, the plan should accumulate adequate resources in a systematic and disciplined manner over the active service life of benefitting employees. This funding policy outlines the method the used to determine its ARC to the Pension Fund to finance the long-term benefits of plan participants and annuitants.

The City believes that this funding policy meets the guidelines for state and local governments set by the Pension Funding Task Force convened by the Center for State and Local Government Excellence. The guidelines set by this task force were referenced to develop the following objectives for a pension funding policy:

- **Actuarially Determined Contributions.** The plan is based on an (ARC) that incorporates both the cost of benefits in the current year and the amortization of the plan’s unfunded actuarial accrued liability.
- **Additional Contribution.** The City will make a minimum contribution of \$150,000 in addition to 100% of the ARC each fiscal until the pension fund reaches 80% funded status. Once 80% funding is achieved, council will re-evaluate the funding policy.
- **Funding Discipline.** The City commits to make timely, contributions to the system to ensure that sufficient assets are available for annual expenses and maximum interest earnings.
- **Intergenerational equity.** The ARC will be reasonably related to the expected and actual cost of each year of service so that the cost of employee benefits is paid by the generation of taxpayers who receives services from those employees.
- **Accountability and transparency.** Clear reporting of pension funding will include an assessment of whether, how, and when the plan sponsor will ensure sufficient assets are available for all current and future retirees.

The actuary will determine its ARC to the Pension Fund. The City will make its contribution to the Pension Fund as property tax distributions are received from Will County. The difference between the ARC and the total of the property taxes contributed will be sent to the Pension Fund on May 1 of each fiscal year.

Transparency and Reporting

Funding of the Pension Fund will be transparent to vested parties including plan participants, annuitants, the Pension Board of Trustees, the City Council, and Crest Hill residents. In order to achieve transparency, the following information shall be distributed and available

- a) A copy of the annual actuarial valuation for the Pension Fund shall be made available to the City Council and the Police Pension Fund Board of Trustees.
- b) The City's Comprehensive Annual Financial Report will be published on its website.
- c) Each year, the City Council will approve the City's annual contribution to the Pension Fund.
- d) The City's annual operating budget shall include the contribution to the Pension Fund as well as a budget for the Fund. The budget for the Pension Fund is controlled by the Pension Board of Trustees, in accordance with state law. The budget document shall be published on the City website.

Review of Funding Policy

Funding a defined pension plan requires a long-term horizon. Assumptions and inputs into the policy should focus on long-term trends, not year-to-year shifts in the economic or noneconomic environments. Generally, assumptions or inputs should be evaluated and changed if long-term economic or non-economic inputs have fundamentally changed or are no longer reasonable. As such, the City in cooperation with the Pension Fund Trustees will review this policy at least every five (5) years to determine if the changes to this policy are needed to ensure adequate resources are being accumulated.

Mayor

Date: _____

Pension Fund President

Date: _____

Adopted by City Council Resolution # _____, Dated _____



City Council Agenda Memo**Crest Hill, IL**

Meeting Date: December 4, 2023

Submitter: Lisa Banovetz, Director of Finance / Glen Conklin, Treasurer

Department: Treasurer's Office

Agenda Item: Approval of the List of Bills issued through December 5, 2023 in the amount of 1,890,898.30

Summary: Attached is the List of Bills issued through December 5, 2023 in the amount of 1,890,898.30.

Recommended Council Action: Approval of List of Bills issued through December 5, 2023 in the amount of 1,890,898.30

Financial Impact:

Funding Source: Expenditures will be paid from the respective fund from which the expenditure originated.

Budgeted Amount:

Cost:

Attachments Approval of the List of Bills issued through December 5, 2023 in the amount of 1,890,898.30.pdf

Report Criteria:

Detail report type printed

[Report]. Check Issue Date = 11/25/2023, 12/05/2023

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
26	Aflac	112722	NOVEMBER 2023 AFL	11/30/2023	1,533.60	1,533.60	21436	12/05/2023	1123	01002439
Total 26:					1,533.60	1,533.60				
33	Airgas North	9143879726	FLEET AND PUBLIC W	11/08/2023	187.85	187.85	21437	12/05/2023	1123	01075410
Total 33:					187.85	187.85				
46	Republic Ser	0721-007776	NOVEMBER 2023 REP	11/20/2023	112,556.47	112,556.47	21474	12/05/2023	1123	80005300
Total 46:					112,556.47	112,556.47				
79	APWA Illinois	1001 E. Bush	APWA ILLINOIS ROAD	11/09/2023	774.00	774.00	21439	12/05/2023	1123	01035341
Total 79:					774.00	774.00				
82	Aramark	6030224330	UNIFORMS FOR WATE	11/15/2023	25.62	25.62	21440	12/05/2023	1123	07065300
		6030224330	UNIFORMS FOR EAST	11/15/2023	45.07	45.07	21440	12/05/2023	1123	07085300
		6030224330	MATS EAST PLANT	11/15/2023	66.59	66.59	21440	12/05/2023	1123	01045300
		6030224331	RESTROOM SERVICE	11/15/2023	64.50	64.50	21440	12/05/2023	1123	01045300
		6030224331	UNIFORMS FOR STRE	11/15/2023	106.37	106.37	21440	12/05/2023	1123	01035300
		6030224331	UNIFORMS FOR FLEE	11/15/2023	43.65	43.65	21440	12/05/2023	1123	01075300
		6030224331	UNIFORMS FOR BUILD	11/15/2023	33.08	33.08	21440	12/05/2023	1123	01045300
		6030224331	MATS FOR PUBLIC WO	11/15/2023	186.29	186.29	21440	12/05/2023	1123	01045300
		6030225356	UNIFORMS FOR WEST	11/17/2023	30.07	30.07	21440	12/05/2023	1123	07085300
		6030226789	UNIFORMS FOR EAST	11/22/2023	38.50	38.50	21440	12/05/2023	1123	07085300
		6030226789	UNIFORMS FOR WATE	11/22/2023	21.95	21.95	21440	12/05/2023	1123	07065300
		6030226790	MATS FOR PUBLIC WO	11/22/2023	51.29	51.29	21440	12/05/2023	1123	01045300
		6030226790	RESTROOM SERVICE	11/22/2023	64.50	64.50	21440	12/05/2023	1123	01045300
		6030226790	UNIFORMS FOR STRE	11/22/2023	105.08	105.08	21440	12/05/2023	1123	01035300
		6030226790	UNIFORMS FOR FLEE	11/22/2023	39.86	39.86	21440	12/05/2023	1123	01075300
		6030226790	UNIFORMS FOR BUILD	11/22/2023	29.29	29.29	21440	12/05/2023	1123	01045300
		6030227909	UNIFORMS FOR WEST	11/24/2023	30.07	30.07	21440	12/05/2023	1123	07085300
Total 82:					981.78	981.78				
92	Associated T	37793	LEAK LOCATION SERV	11/20/2023	824.00	824.00	21441	12/05/2023	1123	07065430
Total 92:					824.00	824.00				
108	AT&T 831-00	7748573802	MONTHLY STATEMENT	11/11/2023	690.02	690.02	21442	12/05/2023	1123	01105300
Total 108:					690.02	690.02				
277	Charles Sch	Sept 14 Chec	REPLACEMENT CHEC	11/21/2023	11,951.01	11,951.01	21446	12/05/2023	1123	01024250
Total 277:					11,951.01	11,951.01				
320	ComEd 1494	November 20	VALVE STATION 1912	11/21/2023	19.33	19.33	21449	12/05/2023	1123	07065353
Total 320:					19.33	19.33				
323	ComEd 6121	November 20	ELECTIC 1306-1/2 HAR	11/27/2023	23.34	23.34	21451	12/05/2023	1123	07075353

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
	Total 323:				23.34	23.34				
324	ComEd 7379	November 20	ELECTRIC - 0 ROOT B	11/21/2023	23.34	23.34	21452	12/05/2023	1123	07075353
	Total 324:				23.34	23.34				
334	ComEd 4715	4715014201	STREET LIGHTS ON E	11/15/2023	347.64	347.64	21450	12/05/2023	1123	01035351
	Total 334:				347.64	347.64				
518	Experian	CD24080285	DECEMBER 2023 MON	11/24/2023	27.00	27.00	21455	12/05/2023	1123	01025310
	Total 518:				27.00	27.00				
532	Ferro Asphalt	9233	SURFACE - ROAD PAT	11/13/2023	496.00	496.00	21456	12/05/2023	1123	01035400
	Total 532:				496.00	496.00				
607	GOVTEMPS	4290523	TEMPORARY EMPLOY	11/16/2023	3,748.50	3,748.50	21457	12/05/2023	1123	01105300
		4290524	TEMPORARY EMPLOY	11/16/2023	2,229.50	2,229.50	21457	12/05/2023	1123	01105300
		4290525	TEMPORARY EMPLOY	11/16/2023	2,142.00	2,142.00	21457	12/05/2023	1123	01165300
		4290526	TEMPORARY EMPLOY	11/16/2023	3,118.50	3,118.50	21457	12/05/2023	1123	01165300
	Total 607:				11,238.50	11,238.50				
621	Great Lakes	225933	CITY SERVICES- UND	10/04/2023	2,944.80	2,944.80	21459	12/05/2023	1123	01035400
		226334	CITY SERVICES- #1 PR	10/27/2023	442.80	442.80	21459	12/05/2023	1123	01035400
		226335	CITY SERVICES- KER	10/27/2023	559.55	559.55	21459	12/05/2023	1123	01035400
	Total 621:				3,947.15	3,947.15				
638	Harmonic De	13521	FLEET- UNIT #7 DECAL	11/06/2023	120.00	120.00	21460	12/05/2023	1123	01075400
	Total 638:				120.00	120.00				
640	Hawkins Inc	6626188	CHLORINE CYLINDAR	11/15/2023	230.00	230.00	21461	12/05/2023	1123	07085421
		6626188	SULFUR DIOXIDE CYLI	11/15/2023	150.00	150.00	21461	12/05/2023	1123	07085421
		6628171	CHLORINE CYLINDAR	11/13/2023	1,856.19	1,856.19	21461	12/05/2023	1123	07085421
	Total 640:				2,236.19	2,236.19				
664	Highland Plu	6866	FURNISHED LABOR A	11/15/2023	487.31	487.31	21462	12/05/2023	1123	07065361
	Total 664:				487.31	487.31				
750	Illinois Phleb	1892	PHLEBOTOMY SERVIC	11/22/2023	425.00	425.00	21463	12/05/2023	1123	01025310
	Total 750:				425.00	425.00				
826	JP Morgan C	Artistic Holid	HOLIDAY LIGHTING	11/09/2023	5,584.97	5,584.97	379	11/25/2023	1023	01108001
		Bronkberry F	MUMS FOR OPEN HO	10/20/2023	60.00	60.00	379	11/25/2023	1023	01108001
		Chewy Nove	K-9 EXPENSES	11/03/2023	84.53	84.53	379	11/25/2023	1023	01025346
		Comcast 025	WEST STP COMCAST	10/12/2023	238.35	238.35	379	11/25/2023	1023	07085350
		Comcast 025	WELL #4 COMCAST	11/01/2023	162.04	162.04	379	11/25/2023	1023	07065350
		Comcast 055	CITY CENTER COMCA	11/09/2023	225.38	225.38	379	11/25/2023	1023	01105350
		Comcast 059	WELL #1 COMCAST	10/12/2023	161.49	161.49	379	11/25/2023	1023	07065350

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		Comcast 059	WELL #8 COMCAST	11/11/2023	162.04	162.04	379	11/25/2023	1023	07065350
		Comcast 059	WELL #8 COMCAST	10/11/2023	161.49	161.49	379	11/25/2023	1023	07065350
		Comcast 060	WELL #7 COMCAST	11/05/2023	162.04	162.04	379	11/25/2023	1023	07065350
		Comcast 060	WELL #10 COMCAST	10/21/2023	172.71	172.71	379	11/25/2023	1023	07065350
		Comcast 064	WELL #11 COMCAST	11/01/2023	160.18	160.18	379	11/25/2023	1023	07065350
		Comcast 168	WELL #9 COMCAST	10/13/2023	161.49	161.49	379	11/25/2023	1023	07065350
		GFOA 00017	GFOA AWARD FEE	10/30/2023	530.00	530.00	379	11/25/2023	1023	01125345
		Microsoft No	MICROSOFT ONLINE S	11/05/2023	238.40	238.40	379	11/25/2023	1023	01065301
		Nadeaus Ice	WINTERFEST ICE SCU	10/19/2023	1,675.00	1,675.00	379	11/25/2023	1023	01108001
		OfficeMax/De	SHREDDER	10/30/2023	309.99	309.99	379	11/25/2023	1023	01027500
		OfficeMax/De	FEDEX	10/17/2023	43.02	43.02	379	11/25/2023	1023	01024201
		Potsolve 243	POTS REPLACEMENT	10/01/2023	207.72	207.72	379	11/25/2023	1023	01065350
		Sams Club O	OPEN HOUSE-COOKIE	10/20/2023	97.15	97.15	379	11/25/2023	1023	01108001
Total 826:					10,597.99	10,597.99				
849	Kirwan Mech	i74964	EAST PLANT COOLING	08/22/2023	965.00	965.00	21465	12/05/2023	1123	07085366
Total 849:					965.00	965.00				
958	Meade, Inc.	706604	RESET TRAFFIC SIGN	11/01/2023	3,373.96	3,373.96	21469	12/05/2023	1123	01035300
Total 958:					3,373.96	3,373.96				
961	Menards	62653	BUILDING MAINTENAN	11/14/2023	35.98	35.98	21470	12/05/2023	1123	01045400
		62761	WINTERFEST SUPPLIE	11/16/2023	185.74	185.74	21470	12/05/2023	1123	01108001
		62814	WINTERFEST SUPPLIE	11/17/2023	809.92	809.92	21470	12/05/2023	1123	01045400
		62818	WINTERFEST SUPPLIE	11/17/2023	57.92	57.92	21470	12/05/2023	1123	01045400
Total 961:					1,089.56	1,089.56				
963	Menards	62781	BUILDING MAINTENAN	11/16/2023	22.94	22.94	21471	12/05/2023	1123	01045400
Total 963:					22.94	22.94				
1237	Robinson En	23040522	CE PLAINFIELD RD W	04/28/2023	59,720.00	59,720.00	21475	12/05/2023	1123	12007602
Total 1237:					59,720.00	59,720.00				
1243	Ray OHerron	2307426	PATCHES	11/16/2023	40.00	40.00	21473	12/05/2023	1123	01025344
Total 1243:					40.00	40.00				
1297	Sheridan Plu	Pay App 4	US 30 LINING SHERID	11/16/2023	1,142,293.56	1,142,293.56	21477	12/05/2023	1123	12007620
Total 1297:					1,142,293.56	1,142,293.56				
1336	Spesia & Tayl	822072	GENERAL CORPORAT	11/21/2023	16,424.11	16,424.11	21480	12/05/2023	1123	01105302
		822073	TRAFFIC/ORDINANCE	11/20/2023	709.50	709.50	21480	12/05/2023	1123	01105302
		822074	LAKE MICHIGAN ALLO	11/20/2023	1,559.00	1,559.00	21480	12/05/2023	1123	07065332
Total 1336:					18,692.61	18,692.61				
1355	Standard Eq	P46765	FLEET- VAC TRUCK D	11/14/2023	2,800.00	2,800.00	21481	12/05/2023	1123	01075400
		P46765	FLEET- VAC TRUCK D	11/14/2023	230.10	230.10	21481	12/05/2023	1123	01075400

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 1355:					3,030.10	3,030.10				
1360	State Treasur	64058	TRAFFIC SIGNAL MAIN	11/09/2023	3,516.63	3,516.63	21483	12/05/2023	1123	01035351
Total 1360:					3,516.63	3,516.63				
1366	Stewart Spre	3615	TRANSFER OF LIQUID	11/15/2023	2,316.00	2,316.00	21484	12/05/2023	1123	07085373
Total 1366:					2,316.00	2,316.00				
1373	Strand Assoc	0204340	ON CALL WATER	11/13/2023	1,725.30	1,725.30	21485	12/05/2023	1123	07065332
		0204341	EAST PLANT PHOSPH	11/13/2023	13,418.08	13,418.08	21485	12/05/2023	1123	35007631
		0204342	LAKE MICHIGAN IMPLI	11/13/2023	400.00	400.00	21485	12/05/2023	1123	07065332
		0204343	WELL 14 - RAW WATE	11/13/2023	1,100.00	1,100.00	21485	12/05/2023	1123	12007610
		0204344	LAKE MICHIGAN DEM	11/13/2023	873.05	873.05	21485	12/05/2023	1123	07065332
Total 1373:					17,516.43	17,516.43				
1377	Standard Tru	1026573	FLEET- SHOP AIR HOS	11/14/2023	400.00	400.00	21482	12/05/2023	1123	01075400
		1026573	FLEET- SHOP AIR HOS	11/14/2023	63.12	63.12	21482	12/05/2023	1123	01075400
Total 1377:					463.12	463.12				
1425	Third Millenni	30686	COCH UTILITY BILL RE	11/27/2023	1,606.21	1,606.21	21487	12/05/2023	1123	07095321
Total 1425:					1,606.21	1,606.21				
1432	Ron Tirapelli	641516 B	FLEET- WATER PUMP	09/14/2023	52.50	52.50	21476	12/05/2023	1123	01075400
Total 1432:					52.50	52.50				
1502	Underground	062642-02	VALVE BOX KEY	11/21/2023	280.00	280.00	21488	12/05/2023	1123	07065430
		063949-01	HYDRANT PARTS	11/14/2023	388.00	388.00	21488	12/05/2023	1123	07065470
Total 1502:					668.00	668.00				
1508	United Meter	4382	METER AND MXU INST	11/14/2023	22,850.00	22,850.00	21489	12/05/2023	1123	07095470
Total 1508:					22,850.00	22,850.00				
1521	USABlueBoo	INV0004273	FLAGS FOR JULIES	06/13/2023	268.78	268.78	21490	12/05/2023	1123	01035318
		INV0008171	WASTEWATER SUPPLI	07/24/2023	105.60	105.60	21490	12/05/2023	1123	07085420
		INV0008188	DIGITAL CYLINDER SC	07/24/2023	4,397.03	4,397.03	21490	12/05/2023	1123	07065361
		INV0018638	12 IN ALGAE BRUSH	11/03/2023	227.70	227.70	21490	12/05/2023	1123	07085366
		INV0018638	18 IN ALGAE BRUSH	11/03/2023	109.90	109.90	21490	12/05/2023	1123	07085366
		INV0018638	6-12FT ADJUSTABLE P	11/03/2023	113.90	113.90	21490	12/05/2023	1123	07085366
		INV0018638	FREIGHT	11/03/2023	102.97	102.97	21490	12/05/2023	1123	07085366
		INV0019027	WASTEWATER SUPPLI	11/08/2023	94.00	94.00	21490	12/05/2023	1123	07085420
Total 1521:					5,419.88	5,419.88				
1548	Verizon Wirel	9949987766	VERIZON	11/23/2023	1,099.49	1,099.49	21492	12/05/2023	1123	01105350
Total 1548:					1,099.49	1,099.49				
1563	VSP of Illinois	December 20	VSP-12-2023	11/17/2023	295.05	295.05	21493	12/05/2023	1123	01002438

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 1563:					295.05	295.05				
1629	Work Zone S	62069	STREET SIGNS	11/08/2023	72.60	72.60	21494	12/05/2023	1123	01035400
Total 1629:					72.60	72.60				
1755	Comcast 877	November 20	MONTHLY SERVICE D	11/14/2023	10.52	10.52	21447	12/05/2023	1123	01025310
Total 1755:					10.52	10.52				
1778	Konica Minolt	9009644939	MONTHLY COPIER MAI	11/14/2023	352.72	352.72	21466	12/05/2023	1123	01065301
Total 1778:					352.72	352.72				
1795	Konica Minolt	516005162	KONICA COPY MACHI	11/17/2023	436.00	436.00	21467	12/05/2023	1123	01065301
Total 1795:					436.00	436.00				
1798	Blue Collar S	073123	ED CLEMENS - CLOTH	07/31/2023	355.46	355.46	21444	12/05/2023	1123	01035344
		073123	NIK HIETSCHOLD - CL	07/31/2023	328.47	328.47	21444	12/05/2023	1123	01035344
Total 1798:					683.93	683.93				
1896	Minuteman P	31955	WINTERFEST BANNER	11/27/2023	226.00	226.00	21472	12/05/2023	1123	01108001
Total 1896:					226.00	226.00				
1914	AT&T 831-00	2780723803	AT&T BACKUP SERVIC	11/07/2023	1,310.79	1,310.79	21443	12/05/2023	1123	01065301
Total 1914:					1,310.79	1,310.79				
1924	V3 Companie	1023802	CHANEY AND CENTER	11/10/2023	9,325.01	9,325.01	21491	12/05/2023	1123	13007642
		1023803	CIRCLE-GREEN-OAKL	11/10/2023	21,613.59	21,613.59	21491	12/05/2023	1123	12007602
Total 1924:					30,938.60	30,938.60				
1953	Amazon Capi	11D4-7D7G-	WINTERFEST SUPPLIE	11/19/2023	138.66	138.66	21438	12/05/2023	1123	01108001
		14WT-7HP1-	OFFICE SUPPLIES	11/15/2023	19.57	19.57	21438	12/05/2023	1123	01125401
		16HL-RDQY	TIME CARDS	11/16/2023	6.88	6.88	21438	12/05/2023	1123	01035401
		1MFG-6P93-	HOLIDAY CARDS	11/16/2023	31.98	31.98	21438	12/05/2023	1123	01025401
		1P3N-RVHF	TRAFFIC CONES	11/18/2023	99.99	99.99	21438	12/05/2023	1123	01025400
		1QRG-L9Y6	COFFEE	11/21/2023	45.97	45.97	21438	12/05/2023	1123	01025401
		1TLM-QKMF	WINTERFEST SUPPLIE	11/21/2023	105.97	105.97	21438	12/05/2023	1123	01108001
		1TNJ-DDMP	BLACK PRINTER TONE	11/16/2023	141.98	141.98	21438	12/05/2023	1123	01165401
		1TNJ-DDMP	COFFEE	11/16/2023	33.83	33.83	21438	12/05/2023	1123	01165401
		1XV3-F9Q6-	WINTERFEST DECORA	11/16/2023	74.06	74.06	21438	12/05/2023	1123	01108001
		CM#133L-L	REFUND FOR REPLAC	11/27/2023	21.94-	21.94-	21438	12/05/2023	1123	01035400
		14QQ-HMHF	WINTERFEST SUPPLIE	11/20/2023	139.99	139.99	21438	12/05/2023	1123	01108001
		17P1-XFL3-1	WINTERFEST SUPPLIE	11/20/2023	127.91	127.91	21438	12/05/2023	1123	01108001
		1JXF-KF9T-P	COLOR TONER FOR P	11/13/2023	259.00	259.00	21438	12/05/2023	1123	01165401
		1JXF-KF9T-P	ENVELOPES	11/13/2023	37.98	37.98	21438	12/05/2023	1123	01165401
		1JXF-KF9T-P	REPLACEMENT STAM	11/13/2023	6.99	6.99	21438	12/05/2023	1123	01165401
		1MVM-MJD6	REPLACEMENT WHEE	11/28/2023	21.96	21.96	21438	12/05/2023	1123	01035400
		1NP7-GRDG	POP UP STICKY NOTE	11/12/2023	15.99	15.99	21438	12/05/2023	1123	01115401
		1NP7-GRDG	2024 DESK CALENDAR	11/12/2023	15.66	15.66	21438	12/05/2023	1123	01115401
		1NP7-GRDG	BLACK TONER FOR C	11/12/2023	109.99	109.99	21438	12/05/2023	1123	01105401

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		1NRY-Q4WM	WINTERFEST SUPPLIE	11/16/2023	305.77	305.77	21438	12/05/2023	1123	01108001
		1VLP-RXDL-	SHEET PROTECTORS	11/15/2023	12.37	12.37	21438	12/05/2023	1123	01035401
Total 1953:					1,730.56	1,730.56				
1971	Graybar Fina	15680920	PHONE SYSTEM MON	11/25/2023	2,110.85	2,110.85	21458	12/05/2023	1123	01105350
Total 1971:					2,110.85	2,110.85				
1979	Sweet Servic	409597	WINTERFEST CANDY	11/13/2023	336.66	336.66	21486	12/05/2023	1123	01108001
Total 1979:					336.66	336.66				
1985	SpectrumVol	IN800892	MONTHLY STATEMENT	12/01/2023	225.60	225.60	21479	12/05/2023	1123	01105350
Total 1985:					225.60	225.60				
2024	Comcast Bus	187621100	COMCAST MONTHLY	11/15/2023	7,990.88	7,990.88	21448	12/05/2023	1123	01065301
Total 2024:					7,990.88	7,990.88				
2052	Bryan Barnes	W-E 09/24/23	MEAL EXPENSE	09/24/2023	304.64	304.64	21445	12/05/2023	1123	01025343
		W-E 10/01/23	MEAL EXPENSE	10/01/2023	257.78	257.78	21445	12/05/2023	1123	01025343
		W-E 10/08/23	MEAL EXPENSE	10/08/2023	266.94	266.94	21445	12/05/2023	1123	01025343
Total 2052:					829.36	829.36				
2056	Madison Blu	November 20	NOV PC MEETING SIG	11/10/2023	130.00	130.00	21468	12/05/2023	1123	01015300
Total 2056:					130.00	130.00				
2057	Sparkles Ent	231125CH	WINTERFEST FACEPAI	11/26/2023	150.00	150.00	21478	12/05/2023	1123	01108001
Total 2057:					150.00	150.00				
2059	Construction	23218-REV	HILLCREST WATER M	11/14/2023	338,329.90	338,329.90	21453	12/05/2023	1123	12007620
		23219	HILLCREST WM-CE PE	11/16/2023	27,205.00	27,205.00	21453	12/05/2023	1123	12007620
		23221-REV	MAIN BREAK/VALVE R	11/15/2023	4,973.47	4,973.47	21453	12/05/2023	1123	07065430
		23222	UNDERGROUND EXCA	11/15/2023	9,555.22	9,555.22	21453	12/05/2023	1123	01037520
		23223	UNDERGROUND EXCA	11/15/2023	4,998.85	4,998.85	21453	12/05/2023	1123	01037520
Total 2059:					385,062.44	385,062.44				
2060	ECOS Syste	1097	KEY BOXES CITY CEN	11/23/2023	11,270.00	11,270.00	21454	12/05/2023	1123	13007311
		1108	OCTOBER 2023-SEPT	11/27/2023	2,070.00	2,070.00	21454	12/05/2023	1123	01025400
Total 2060:					13,340.00	13,340.00				
2061	Jeffrey Reick	Reimbursem	REFUND OF INSURAN	11/27/2023	442.23	442.23	21464	12/05/2023	1123	01024200
Total 2061:					442.23	442.23				
Grand Totals:					1,890,898.30	1,890,898.30				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
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Report Criteria:
Detail report type printed
[Report].Check Issue Date = 11/25/2023,12/05/2023