

AGENDA
REGULAR CITY COUNCIL MEETING
TUESDAY, JULY 23, 2024 – 7:00 PM
203 W. DIGGINS ST., HARVARD

The proceedings of the City Council meeting are livestreamed on the City of Harvard's You Tube Channel, <https://www.youtube.com/@cityofharvard1286>.

Recordings can be viewed, after the meeting date, on the website.

1. Call meeting to order
2. Roll Call
3. Public Comment
4. Administration Committee Meeting Minutes of July 9, 2024
 - *Committee action to approve the minutes as presented.*
5. Infrastructure Committee Meeting Minutes of July 11, 2024
 - *Committee action to approve the minutes as presented.*
6. Committee & Economic Development Committee Meeting Minutes of July 16, 2024
 - *Committee action to approve the minutes as presented.*
7. Consent Agenda

Items under the Consent Agenda are acted upon in a single motion. There is no separate discussion of these items prior to the Council vote unless a Council Member or member of the public requests that an item be removed from the consent agenda for separate action.

Motion to approve the Consent Agenda as presented:

 - a. City Council Committee of the Whole Meeting Minutes of June 19, 2024
 - b. City Council Committee of the Whole Closed Session Meeting Minutes of June 19, 2024
 - c. Regular City Council Meeting Minutes of June 25, 2024
 - d. Administration Committee Meeting Minutes of July 9, 2024
 - e. Community & Economic Development Committee Meeting Minutes of July 16, 2024
 - f. Infrastructure Committee Meeting Minutes of July 11, 2024
 - g. Parks & Rec Board Meeting Minutes of June 17, 2024
 - h. Tree Board Meeting Minutes of June 5, 2024
 - i. Administrators Report
 - j. Community Development Department Report
 - k. Harvard Diggins Library Directors Report
 - l. Parks & Recreation Report
 - m. Police Department Report
 - n. Public Works Department Report
 - o. Utilities Department Report
 - p. Harvard Parks Foundation Fee Waiver Request
 - q. Resolution Releasing Closed Session Minutes into Open Session Minutes
8. Individual Action Consent Agenda Items
 - *City Council Action on any item removed from the consent agenda.*
9. Eric Gallagher, Asst Principal, Harvard High School – Recognition of Officer Kohn and the Police Department's Partnership

10. Payment of Bills
 - *Action requested is to approve payment of the bills in the amount of \$817,998.12*
11. Petition for Variation from Section 14.04., Signs, for property located at 62 N. Ayer St.
 - *The petitioners, Zendavor Signs & Graphics Inc. and Harvard Community Health Partnership, are requesting relief from Section 14.04B, Signs, for property located at 62 N. Ayer St. The fee has been paid. Action requested is to approve or deny the petition.*
12. Relinquish Class A Liquor License
 - *John Giannasi has submitted a letter relinquishing the Class A Liquor License for Cow Tippers Front Street Tap, d/b/a Front Street Tap, 106 E. Front St., contingent upon completion of sales to Nikunj Patel. Action requested is to approve the request.*
13. Class A Liquor License Application
 - *Nikunj Patel, Gunatitraj Harvard, Inc., d/b/a Lucky Corner 7, has submitted an application for a Class A Liquor License and Video Gaming License. Action requested is to approve or deny the application pending submission of fees and insurance.*
14. Administration Committee Recommendation – FOP Equipment Request
 - *Action requested is to approve the Committee's recommendation to approve the request as presented.*
15. Administration Committee Recommendation – VAC Truck Repair Costs
 - *Action requested is to approve the Committee's recommendation to continue negotiations up to \$22,652.25 to fix the VAC Truck and warranty.*
16. Administration Committee Recommendation – Surplus Property
 - *Action requested is to approve the Committee's recommendation to adopt the proposed ordinance Declaring Surplus Property.*
17. Community & Economic Development Committee Recommendation – Proposed Teska Associates TIF District
 - *The Committee recommended to move the proposed TIF to the City Council for consideration at their May meeting, with direction for staff to bring different maps to present various options.*
18. Community & Economic Development Committee Recommendation – Proposed South Division St. TIF District
 - *Action requested is to approve the Committee's recommendation to adopt a resolution to induce the redevelopment of property commonly known as 1201-1299 S. Division St.*
19. Community & Economic Development Committee Recommendation – UDO Text Amendments
 - *Action requested is to approve the Committee's recommendation to refer various UDO Text Amendments to the Planning & Zoning Commission.*
20. Infrastructure Committee Recommendation – Surf Internet Blanket Permit
 - *Action requested is to approve the Committee's recommendation for Surf Internet to submit a draft contract for City Council review*
21. Infrastructure Committee Recommendation – Sidewalk Program
 - *Action requested is to approve the Committee's recommendation to refer a budget amendment to the Administration Committee regarding the Sidewalk Program.*
22. Infrastructure Committee Recommendation – MFT Road Program
 - *Action requested is to approve the Committee's recommendation to remove Third St. from the 2024 MFT Road Program.*

23. Parks & Recreation Board Recommendation – OSLAD Grant
 - *The Board recommends the Concept Plan for Milky Way Park to the City Council for Phase 1 which includes: pickleball court, Accessible playground, 2 soccer fields for children aged 10 years and under, 1 adult soccer field, pedestrian walking path, Adult fitness area, 2 half-court basketball courts, shelter. Action requested is to approve the Board's recommendation.*
24. Parks & Recreation Board Recommendation – Sam's Club
 - *Action requested is to approve the Board's recommendation to authorize the use of the Sam's Club credit card for purchasing concession items, with the credit limit set at \$2,000.*
25. Tree Board Recommendation
 - *Action requested is to approve the Tree Board's recommendation to adopt the proposed ordinance Amending Section 5.06, Tree Board, Section 20.07, City Fees & Charges, Miscellaneous Fees and Section 11.04, Nuisances, Public Nuisances Regarding Tree, Plant, Lawn & Weed Control*
26. Non-Elected Parks & Recreation Board Members
 - *Action requested is to determine whether to amend Section 5.04.B, Parks & Recreation Board, Appointment & Qualifications regarding at large citizens.*
27. Award Bid to Furnish and Deliver Rock Salt
 - *Action requested is to award the bid to the low bidder, Compass Minerals out of Overland Park, Kansas, at \$70.65 a ton.*
28. Proposed Ordinance Electric Aggregation Program
 - *Action requested is to adopt the proposed Ordinance Authorizing Renewal of the Aggregation Program for Electrical Load*
29. Strategic Vision Review
30. Department Head Reports
31. Committee Reports
32. Treasurer's Report
33. Attorney's Report
34. Administrator's Report
35. Clerk's Report
36. Mayor's Report
37. Adjournment

ADMINISTRATION COMMITTEE MEETING MINUTES

July 9, 2024– 6:30 pm

Chairwoman Lisa Haderlein called the meeting to order at 6:32 pm. Committee members present: Chairwoman Lisa Haderlein, Alderman Dan Carncross, Alderman Charlie Gorman. Alderman Matt Perkins was absent. Also present were Mayor Mike Kelly, City Administrator Lou Leone, Finance Director Deb Bejot and Supt. of Public Works Rob Lamz.

Public Comment

Chairwoman Haderlein opened the floor to public comment for any item not on the agenda. There were none.

FOP Equipment Request

Chairwoman Haderlein reviewed the FOP Equipment request for additional safety equipment available to all officers of the Harvard Police Department. City Administrator Leone noted that the safety equipment entails two active shooter kits which consist of a vest carrier that holds ceramic rifle rated body armor plates. The FOP is willing to fund and donate the equipment. This equipment will add a layer of protection for Police Officers. The vests will be stored in the equipment room of the Harvard Police Department and will be available for officers to “check-out” the equipment while they are on duty.

A motion was made by Alderwoman Haderlein, seconded by Alderman Carncross to recommend to the City Council approval of the FOP Equipment request. All ayes. Motion carried.

Discussion of VAC Truck Repair Costs

City Administrator Leone indicated that the City has had issues with the VAC Truck since it was purchased. The current repair cost of the VAC Truck is \$23,000. Staff have reached out to EJ Equipment to get the repair costs down, due to the ongoing equipment malfunctions that the truck has had since it was first purchased by the City. Unfortunately, EJ Equipment has indicated that the cost of the repairs quoted is appropriate and will not negotiate the cost of repairs. They were able to fix some of the issues and did good will of about \$13,350 of the charges. EJ Equipment has left the City with a new demo unit as a rental at no cost, which would normally cost \$15,000 per month. EJ Equipment is unwilling to cover the costs of rebuilding the blower again.

- Alderwoman Haderlein inquired if the VAC Truck was purchased from EJ Equipment and City Administrator Leone said the used VAC Truck was purchased from EJ Equipment 2 ½ years ago.
- City Administrator Leone noted that even though the VAC Truck was purchased 2½ years ago that the title was finally received this year.
- Alderman Gorman indicated that this was the first time he had heard of any issues with the VAC Truck. City Administrator Leone said that this was the first time that this was brought to the committee’s attention due to EJ Equipment offering to look over the machine to help rebuild good faith.
- Finance Director Bejot indicated that repair funds had been set aside for vehicle maintenance with the City being aware that there may be repair costs needed for the truck.
- Supt. Lamz indicated that the biggest issue was that the title to the truck was not received until recently after many attempts to rectify the situation. Staff reached out to VAC-CON Corp. for assistance with this.
- Supt. Lamz indicated that Staff have been trained in using the equipment properly to be able to maintain it going forward but cannot predict if the equipment will malfunction in the future.
- Alderman Carncross inquired if staff had reached out to anyone independently of EJ Equipment to look at the blower. Supt. Lamz indicated that currently the equipment is disassembled at EJ Equipment due to their good will. Supt. Lamz reached out to other companies for quotes for repair costs, but due to the equipment being disassembled the companies are unable to give an accurate quote for repair but can only give a quote for equipment parts.
- Alderman Carncross inquired about the hourly rate for labor, Supt. Lamz noted that the labor cost is noted as a lump sum, however, he inquired as to what the hourly rate for labor is.
- Finance Director Bejot inquired about the purchase of a warranty for the work being done, City Administrator Leone will reach out to the company regarding this.

- Alderman Gorman inquired where the funds for the repairs are coming from. Finance Director Bejot noted that the funds will be coming from the Vehicle Maintenance Fund, and it may be overbudget at the end of the fiscal year due to the excessive cost of the repairs.

A motion was made by Alderman Carncross, seconded by Alderman Gorman to approve the recommendation to City Council to continue to negotiate up to \$22,652.25 to fix the VAC Truck and warranty. All ayes. Motion carried.

Surplus Property Declaration

The Committee reviewed the list of surplus property which includes a Samsung copier, StarTech.com router, and freezer. A motion was made by Alderman Carncross, seconded by Alderwoman Haderlein to recommend to the City Council that the submitted list be declared surplus. All ayes. Motion carried.

Strategic Vision Discussion

The Committee discussed the Strategic Vision related to the Administration Committee. Discussion included on the different areas below.

- **Invest in technology & website to improve data and access to inline services.**
Discussion included updating the City's website, GIS system (mapping). Administrator Leone was directed to contact CivicPlus to get a presentation of their services offered.
- **Launch a resident survey to inform to the City's work & decision making.**
The Committee discussed the different areas that will be needed in the future and to conduct a survey that is easy to navigate. Staff will brainstorm what questions to include in the survey.
- **Increase information available in Spanish along with translation support.**
- **Review staffing matrix by department & succession planning model.**
The Committee discussed having a specific meeting to review the staffing matrix by department prior to the next budget workshop meeting.
- **Increase engagement with McHenry County Council of Government (MCCG).**
The Committee discussed having more participation from the City Council, as well as having more participation from staff in other organizations throughout Illinois.
- **Explore partnerships with neighboring communities to share resources.**
The Committee discussed how staff/council has been exploring/developing new partnerships with surrounding communities.
- **Improve communication with residents-explore PT communication person.**
The Committee discussed the different communication methods for residents such as online and providing a quarterly catalog that will include programming, events, and informative information regarding the City.

New Business

- City Administrator Leone noted that the Council of Mayors will be meeting at the Community Hall on July 19, 2024.
- Finance Director Bejot distributed and reviewed a memo on the Lead Line Replacement Funding project. This item will be discussed at the next Administration Committee meeting in August.
- Finance Director Bejot distributed an article to the committee from the Journal of Forensic Sciences. This article brought up the discussion on instituting additional internal controls.
- Finance Director Bejot noted that in the next Administration Committee Meeting Agenda the ARPA Funds will be an item discussed.

A motion was made by Alderwoman Haderlein, seconded by Alderman Carncross to adjourn the meeting. All ayes. Motion carried.

Meeting adjourned at 8:20 pm.

Submitted by:
Chairwoman Lisa Haderlein

City of Harvard Memo

To: Mayor and Members of the City Council
From: Debi Bejot
Cc: Lou Leone
Date: 7/18/2024
Re: Infrastructure Motion – Sidewalk Allocations

During the Infrastructure Meeting held Thursday, July 11, 2024, a motion was made by Alderman Schulz, seconded by Alderman Gorman to reallocate \$95,000 in sidewalk improvement funds as follows:

- \$60,000 to road rejuvenation improvements
- \$30,000 to the Ratzlaff sidewalk improvements
- \$ 5,000 to Engineering costs for the sidewalk improvements

Please note that there is no need to allocate any Engineering Costs from the \$95,000 in funding. Engineering fees fall under a separate line item and there are sufficient funds budgeted this fiscal year to cover a possible increase in these costs. I would like to make a recommendation to Council to allocate the \$5,000 back to either sidewalk or road improvements, prior to going to the Administration Committee for an amendment.

Thank you,

Debi

INFRASTRUCTURE COMMITTEE MEETING

July 11, 2024- 6:30 pm

Chairman Gorman called the Infrastructure Committee Meeting to order at 6:30 p.m. The committee members present were Chairman Charlie Gorman, Jay Schulz, and John Lavalley. Matt Perkins was absent. A quorum was present. Mayor Kelly, City Administrator Lou Leone, and Public Works Superintendent Rob Lamz were also present.

Chairman Gorman outlined the framework of the newly formed Infrastructure Committee. This committee integrates the former Transportation Committee with additional responsibilities covering various city infrastructure components, notably Public Works and Utilities, alongside new initiatives like high-speed fiber. The committee will primarily collaborate with staff members, particularly the heads of the Public Works and Utilities departments, to develop viable infrastructure solutions, provide oversight, and make recommendations to the City Council on matters such as ordinances, resolutions, grants, contracts, and more.

Public Comments

Chairman Gorman opened the floor to public comment for any item not presently on the agenda. There were no public comments.

Surf Internet Blanket Permit

Scott Franco and Jennifer Alvarez from Surf Internet presented an overview of the Fiber project planned for the City. He shared various sample contracts that Surf Internet has previously provided to other communities for review by the Committee.

Alderman Gorman inquired about the contracts and noted minimal differences among them. He suggested that Surf Internet refer to City Ordinance Section 6.18 and incorporate, by reference, those regulations into the contract they propose to the City. He also recommended reconciling any material differences between the city's Section 6.18 and the proposed agreement before a blanket permit is issued.

During the discussion, it was noted that one of the sample contracts requires the Grantee to provide free fiber hook-up to City facilities. City Administrator Leone clarified that previous discussions with Surf Internet had focused on including free Wi-Fi in parks and downtown areas, with potential expansion to other City locations.

Alderman Gorman expressed concerns about the term "Competitive Equity" in one of the sample contracts. The clause states that the city must notify Surf if another company shows interest in providing fiber internet service within the city. Mr. Franco explained that this requirement is intended to keep Surf Internet informed about other companies installing cables in areas where Surf has already installed its equipment. Surf wants to ensure that they can protect their existing installations and offer guidance to other installation companies.

Alderman Schulz inquired about the decision to refer this matter to the Infrastructure Committee instead of approving it at the last City Council meeting, which he had missed. The matter was sent to the committee because there were no draft or sample contracts available for discussion during the City Council Meeting.

Mr. Franco provided a timeline for the project during the discussion.

Alderman Gorman proposed that the next step in advancing the project should involve Surf Internet drafting a contract in line with the Earlville sample but with reference to, alignment with, and acknowledgment of Section 6.18 of the City of Harvard code.

The Committee and Surf Internet agreed that Surf will prepare a draft agreement for review at the upcoming City Council meeting on July 23, 2024. To facilitate this process, City Administrator Leone will provide Surf Internet with an address list and a copy of City Ordinance 6.18.

RFQ for Well Generator

City Administrator Leone explained that the Illinois Environmental Protection Agency (IEPA) has recommended that the City install a backup emergency generator for one of its wells. This recommendation has now become a

requirement. The cost for this project could be as high as \$400,000, and city staff are in the process of seeking grants to cover all or part of the cost. Part of this process includes an engineering study to estimate the project requirements and costs accurately. The estimate for this study is about \$23,000. A funding request for this amount would need approval from the Administration Committee and City Council to amend the budget accordingly. (No action required)

Sidewalk Program

Supt. Lamz stated that the City set aside funding to replace deteriorated sidewalks, and with that comes the challenges associated with this funding. It must cover any engineering costs as well as construction costs. This year, the City earmarked \$100,000 for sidewalks, with \$5,000 for in-house and \$95,000 for a program with an additional \$8,000 budgeted for engineering in a separate line item. The focus is on areas with minimal engineering costs, such as near Milky Way Park, where there are currently no sidewalks to facilitate pedestrian access.

Alderman Gorman questioned why using Motor Fuel Tax (MFT) funds for rejuvenation projects in previous years was okay. Supt. Lamz explained that last year, IDOT mistakenly approved these funds. The City should have allocated the funds differently.

The Committee assessed various areas needing sidewalk updates. Leone highlighted that new construction projects now require sidewalks, which, upon completion, become City property.

Alderman Gorman and Alderman Schulz advocated continuing the roadway rejuvenation project already underway, using funds allocated for sidewalks for that purpose. A motion was made by Alderman Schulz, seconded by Alderman Gorman, to propose to the Administration Committee an amendment to the FY 24/25 budget. This amendment moves \$60,000 from the sidewalk program to the roadway rejuvenation project, reserves \$30,000 for the 185 ft of sidewalk, and designates \$8,000 for engineering costs. All ayes, Motion carried.

Alderman Schulz expressed concern about the fairness of selectively installing sidewalks, raising potential resident inquiries about disparities in sidewalk provision.

Mayor Kelly pointed out that under new construction rules, developers must install sidewalks and cover the costs. These costs are then factored into home prices, placing responsibility on the homeowner. Perhaps we should consider using a Special Service Area (SSA) to rebuild sidewalks and install new sidewalks in areas lacking them. Mayor Kelly acknowledged that ensuring a fair distribution of these responsibilities presents challenges.

Alderman Gorman said he would like to work on a plan to provide 0% interest loans, similar to the downtown facade loan plan, to residents needing sidewalk replacement.

Bike and Walk Path

City Administrator Leone announced that the City's application for technical assistance in developing a bike/walk path master plan through CMAP has been approved. City Administrator Leone is waiting for the CMAP coordinator to contact him to move forward with the master plan. (no action required)

Lead Lines Replacement Plan & Funding

Supt. Lamz provided an update on the Lead Line Replacement Grant Application process. The City has undertaken the task of identifying lead service lines with support from an IEPA grant. Replacing these lines is costly for any municipality, particularly when adhering to guidelines that require replacing the line up to the building foundation. This involves street cuts, directional boring, foundation drilling, and work within state right-of-way areas.

Funding options include an IEPA loan designed to assist with the cost of replacing these lead lines. This loan offers a zero percent interest rate and can be repaid over 30 years, with the potential for principal forgiveness depending on the scoring of the loan application. Given our median income, this presents a promising opportunity. This application necessitates the development of a project plan, culminating in submitting the associated project plan and environmental review checklists mandated by the IEPA.

Christopher Burke Engineering, LTD. (CBBEL) has offered to assist in this process and is presently engaged in tasks to identify lead lines. They are also creating a web application to aid residents in identifying and integrating an inventory layer into GIS to support our program.

City Administrator Leone emphasized the importance of promptly submitting the application to keep the project on track.

Alderman Gorman asked if the City could conduct lead testing, to which Supt. Lamz confirmed that lead testing could be conducted at the WWTP. Supt.

Supt. Lamz also highlighted that landlords have a responsibility to protect their tenants.

Alderman Schulz, seconded by Alderman Gorman, moved to recommend sending the proposal to the Administration Committee for the approval of the contract with CBBEL for the Lead Lines Replacement Plan & Funding project. All ayes. The motion carried.

2024 MFT Road Program

Supt. Lamz updated the committee on the 2024 MFT Road Program, initially intending to continue the 'Preservation and Stop Gap' strategy used the previous year. However, IDOT's review revealed MFT funds cannot be allocated for rejuvenation. Supt. Lamz then detailed revised quantities and totals from the memo provided to the committee. The quantities designated for rejuvenation may instead be redirected to skip-patching, potentially increasing coverage closer to the City's targeted 3,000 square yards. Additionally, an extra 25% allocation aims to address deteriorating areas. Supt. Lamz identified evaluated zones exceeding estimated patching needs by approximately 475 square yards. He noted that many city streets urgently need rejuvenation but recommended removing Third Street from the 2024 Road Program to meet patching targets better.

Alderman Gorman moved, seconded by Alderman Schulz, to recommend removing Third Street from the 2024 Road Program. All ayes. The motion carried.

Strategic Vision

The Committee discussed the Strategic Vision pertaining to the Infrastructure Committee, covering the following areas:

- Complete a City-wide infrastructure study to establish a replacement plan for streets, sidewalks, water, sewer systems, and trees.
 - Work with staff toward incorporating some kind of project management software either with city internet ISP (currently Civic +) or a stand-alone program/app.
- Launch a communication plan to share the street improvement plan with residents.
 - Adopt a blog or other computer reporting method that is easy for residents to access. Gorman provided this sample from a couple of years ago - <https://sites.google.com/view/cityofharvardtranscom/home>
- Seek new funding sources, e.g., grants, so that the PAVER pavement Management System goals can be met.
 - Grants alone may not suffice. If we want to accomplish this, we are going to have to look into asking city residents to approve a bond. We need to find out what the city residents are willing to bear. We need to develop some scenarios and their costs so that people can help us decide what to do.
- Begin street improvements with new funding supported by taxpayers.
 - 1% road tax funds will be included in the 2025-26 road budget.
- Engage with Metra, RTA, and PACE to explore ancillary transportation opportunities such as pedestrian, bus, and vehicle parking access.
 - This wasn't discussed but is in progress.

- Establish downtown wireless access.
 - As discussed earlier, Surf Internet will be providing this service at no charge to the city.

Other

City Administrator Leone informed the Committee that the Tower Maintenance Work Memo has been provided to keep members updated on the progress of the current Tower Maintenance project. He assured the Committee that he would provide regular updates at each committee meeting to ensure everyone remains informed.

Alderman Schulz stressed the necessity of advancing the Sidewalk Program with a well-defined strategy for the community's benefit. He inquired whether the staff had initiated contact with other communities. City Administrator Leone confirmed that staff had begun this process.

Mayor Kelly prioritized the Lead Lines Replacement Plan, emphasizing its critical importance due to safety concerns.

Alderman Schulz moved, seconded by Alderman Gorman, to adjourn the meeting. All ayes. The motion carried.

The meeting adjourned at 8:14 pm.

Submitted by:
Chairman Charlie Gorman

COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE MEETING
July 16, 2024 – 6:30 pm

Chairman Dan Carncross called the meeting to order at 6:30 pm. Chairman Carncross called roll to establish a quorum. Committee members present: Chairman Dan Carncross, Alderman Jay Schulz, Alderwoman Rosa Luna, and Alderwoman Lori Lancaster. Also present were Mayor Michael Kelly, City Administrator Lou Leone, Alderwoman Lisa Haderlein, Alderman John Lavalley, Alderman Charlie Gorman, and Community Development Director Donovan Day.

Public Comment

Chairman Carncross opened the floor to public comment for any item not on the agenda. There were none.

Impact Fees

City Administrator Leone reviewed a proposal from a year ago regarding impact fees, which had been approved by both the committee and council to waive these fees in order to reduce permit costs for developers. Initially, permit fees were nearly covering full costs. However, as they have since risen to fully cover expenses, City Administrator Leone believes the current fee structure is appropriate and no longer necessitates lowering impact fees. He emphasized that the initial decision to waive impact fees was intended to lower overall City costs.

Alderman Carncross queried whether it was still necessary to lower impact fees to maintain competitiveness with neighboring areas, to which Leone indicated that staying at current levels seemed prudent.

Given the increased demand prompting the City to raise permit prices, Leone noted there has been no significant resistance from developers regarding potential increases in impact fees. Director Day added that developer demand had indeed risen over the past year.

Dan Carncross opened the floor to the public for comment:

- Superintendent of Consolidated School District 50, Dr. Corey Tafoya, expressed gratitude for considering local updates. He inquired about the status of development and when the development cycle would conclude. Leone responded that there are approximately 400 homes still to be built, with 80 homes currently developed. Tafoya then asked about the anticipated impact fees once development is complete. Alderman Carncross indicated that once that milestone is reached, a review of impact fees would be necessary, especially for any new subdivisions proposed. He noted that if demand for development increases, impact fees could potentially rise in response.
- Director Day mentioned that the City currently has agreements with 3 developers, while all other developers have been required to pay the impact fees.

No action is needed at this time.

Discussion on Proposed South TIF District

Director Day reported that he has been in communication with AWG, the owners of the new Sullivan Plaza, who are actively seeking tenants for available space. They are encountering challenges, particularly with a 13,000 square foot retail store tenant, as they work to balance necessary building improvements—both exterior and interior—with market rental rates. AWG has approached the City to inquire about potential incentives to attract tenants.

After discussions with the City Administrator Leone and Mayor, Director Day suggested exploring the creation of a TIF District, noting the area's significant need and advantageous business location due to the

need of revitalization, there are many properties for sale in that area. He emphasized that without a TIF district, developing the area would prove challenging.

To proceed to the City Council, the next step would involve initiating an inducement resolution with AWG. This resolution would enable AWG to begin tracking costs. If the TIF district is subsequently approved, AWG could then seek reimbursement for these costs dating back to the resolution's initiation. Importantly, if the TIF District approval does not materialize, the City will not incur any financial loss.

Alderman Schulz inquired about the timeline for establishing the TIF District. Day estimated that the process would take around 6-8 months. Director Day specified that the TIF District would focus on renovations for the 13,000 square foot space, with no provision for improvements to parking lots. Schulz then asked why the area designated for the Starbucks location was not part of the TIF District proposal. Director Day responded that it could potentially be included in the TIF District proposal to enhance the land value.

Alderwoman Haderlein raised concerns about the map presented for the TIF District, noting that she initially observed several parcels on the zoning map that appeared to be outside city limits. Upon further review, it was confirmed that all properties being considered for the TIF District are indeed within the City boundaries.

Alderwoman Haderlein then inquired about the incentives for developing flat, clear farmland located on the south end of the City. She pointed out that typically, TIFs are intended to spur development on underutilized land. Haderlein mentioned seeing significant farmland on the map that appears to be in good condition. Director Day responded that the TIF District proposal considers the entire area comprehensively.

It was discussed when the time came to approved the TIF District, which would be beneficial for the committee to look at the zoning areas.

Alderman Carncross opened the floor to public comment:

- Paul Hereley of 509 Old Orchard Rd observed that the area south of Sullivan's, which includes his property, is currently unincorporated. However, upon further investigation, it was determined that this area is within the City limits. He indicated that he would prefer his property not to be part of a TIF District. Alderman Carncross assured him that the TIF District approval process is still in its initial phases, and he would have an opportunity to participate in discussions when the time for approval arrives.

A motion was made by Alderman Schulz, seconded by Alderman Carncross to recommend the proposed South TIF District map to City Council for consideration at the July meeting All ayes. Motion Carried.

Submission of Planning & Zoning Commission Petition for UDO Text Amendments

Director Day reviewed his memo presented to the Community & Economic Development Committee concerning amendments to the Unified Development Ordinance (UDO). Staff are requesting consideration to submit a petition and hold a Public Hearing before the Planning & Zoning Commission to amend specific sections of the UDO. Harvard's Unified Development Ordinance was officially adopted on August 28, 2018 (Ordinance 2018-121) with the goal of establishing land use regulations tailored to Harvard. Since its adoption and up to 2023, there has been limited residential or commercial development to implement the UDO effectively. However, with residential development now active in the Turtle Crossing, Oak Grove Crossing, and Autumn Glen subdivisions, staff has identified several sections of the UDO that are conflicting or in need of refinement.

There is conflict between the illustration depicted in Section 8.3.H and the text found in Sections 8.3.H 1-5 and A-D. There is a clarifying section in the UDO that specifies what to use when there is text and an accompanying illustration or graphic. If there is any inconsistency between the text of the Ordinance and any such illustration, graphic, and/or photo, the text controls unless specifically stated otherwise.

Alderman Carncross opened the floor to public comment:

- Sarah Berg from 508 Old Orchard Rd mentioned the issue of measuring beyond the door opening because the garage door extends beyond it. Inside the garage door, there are rails that extend across, allowing for the opening through which vehicles pass. This does not create a discrepancy in the UDO. It states a garage door; if it needs to say something else, then the UDO needs to be revised. Director Day clarified to Ms. Berg that the discrepancy arises from the image and wording in the UDO. In the past, there was confusion regarding the building setback line, which was measured from the outermost points of the home. However, according to the definition, measurements should be made from lot line to lot line. This inconsistency between the image and the wording of the UDO causes the discrepancy.

Section 1.3.F of the UDO emphasizes that the text should be the primary guide when reviewing plans. Therefore, it is logical to either amend or remove the illustration to align with the text, thereby preventing confusion.

Section 8.3.H.3, which mandates a minimum of 15% transparency on façades based on their entire area, staff and builders have encountered instances where this requirement seems unnecessary and impractical. In many homes constructed since the UDO's adoption, this requirement has not been applied consistently. Section 8.3.H.2 stipulates that street-facing façades must incorporate windows, entrances, porches, or other architectural features to prevent the appearance of blank walls. After extensive deliberation, the Committee reached consensus that the minimum transparency requirement should be revised, reducing it from 15% to a minimum of 5%. This recommendation will be forwarded to the City Council for consideration.

5.1.E defines R-4 - Two-family Residential District as “The R-4 Two-Family Residential District would accommodate two-family dwellings on standard sized lots of 8,712 square feet Table 5-1 Residential Districts Dimensional Standards states the minimum lot area per dwelling is 6,000 square feet. If the standard lot size for R-4 districts is 8,712 square feet, then the minimum lot size per dwelling conflicts with the text.” Staff recommends amending the Table to read the minimum lot size per dwelling is 4,356 square feet. The Committee recommended adding an additional line outlining the square foot requirement for duplexes.

Section 11.5.E states Decorative Metal Fencing requires that in any business district a four-foot-high decorative metal fence, painted black, shall be installed located one foot inside the parking lot. Under the accompanying illustration is further states: A decorative metal fence four feet high shall be installed within the landscape area one foot inside the parking lot. The requirement for the decorative metal fence applies only to parking lots in Business Districts. Staff would like to keep this requirement as it would create black metal fences around every new commercial business which may not look attractive over time. The UDO contains robust landscaping requirements that do not need additional features such as black metal recommending amending the section to allow for installation of fencing at a distance greater than one foot inside within the landscape area to accommodate bumpers of vehicles extending beyond a curb and not hitting the fence. The Committee agreed and recommended to be forwarded to the City Council for consideration.

Staff is recommending amending Section 9.6-Fences to add a requirement that the finished side of a fence must face out. Currently, residents are permitted to install a fence with the unfinished side of the fence faces in allowing for neighboring property owners to see the unfinished side of the fence. The Committee agreed and recommended to be forwarded to the City Council for consideration.

A motion was made by Alderman Schulz, seconded by Alderwoman Lancaster to submit the text amendment to City Council with proposed corrections discussed. All ayes. Motion carried.

Public Comment:

Lisa Haderlein of 904 N Jefferson expressed her concern that the UDO lacks the Anti-monotony provision, despite previous assurances from staff that it would be addressed. She noted its absence in the memo provided by Director Day and voiced disappointment in the committee for overlooking this issue. Director Day acknowledged the oversight and confirmed that he has drafted the Anti-monotony provision, which he intends to share with both the Committee and the City Council. This will be an agenda at the next City Council meeting in July.

Adjudication Hearing

Director Day explained the current process of Adjudication Hearings. Currently, when Code Enforcement or the Police Department issues a ticket for petty offenses or violations, these cases typically need to go to Circuit Court. However, Circuit Court judges do not approach municipal code violations in the same way as administrative adjudication judges. The effort required to bring a case to Circuit Court often outweighs the financial returns, as fine payments, if received, are minimal and the Circuit Court retains those costs.

To enhance efficiency in our code enforcement program, administrative adjudication hearings play a significant role. When a property is found non-compliant, it is directed to an adjudication hearing at City Hall with an administrative judge licensed by the State of Illinois. These hearings follow standard court procedures, including a clerk for roll call, a City attorney representing the municipality, and the option for the defendant to have legal representation. Both the City and the defendant present their cases, and the judge makes a ruling, with court costs remaining within the City. Harvard, being a non-home rule community, does not impose fines on defendants if compliance is achieved through the hearing process. The administrative adjudication judge has the authority to levy fines for non-compliance on the day of the violation, providing a more effective means of achieving property compliance.

The Police Department can utilize adjudication hearings in collaboration with the school district for issues like truancy. This approach avoids cases going to Circuit Court, preventing minors from acquiring permanent records and allowing fines to be settled during the adjudication process. Overall, this system enhances the efficiency of our code enforcement efforts.

- Alderman Gorman asked about the expenses involved. Director Day noted that typically, the cost for an administrative judge range from \$150 to \$250 per hour. Additionally, there are expenses for the Attorney's office representative. Currently, administrative hearings are conducted at the Police Department for administrative tows.
- Director Day emphasized that if the City proceeds with adjudication hearings, it would be essential to interview and select Administrative Judges carefully. Without a dedicated and serious Administrative Judge, the process could risk devolving into a disorganized or ineffective proceeding.

Alderman Gorman expressed that there has been ongoing discussion about the challenges of enforcing City ordinances. He believes implementing this approach is an excellent method to strengthen enforcement of the City's ordinances, stating his full support for it.

- Alderman Schulz inquired about the frequency of cases being sent to Circuit Court. Director Day responded that the City aims to minimize such occurrences, although he was uncertain of the exact frequency. He noted that there have been instances where individuals fail to appear in court, resulting in costs for the City.

Public Comment:

- Jennifer Garafol of 1209 Orchard Ln., who has 27 years of experience in law enforcement, pointed out that smaller towns similar to Harvard adopt the entire Illinois municipal code under their ordinance. They do this because they receive 100% of the revenue from every traffic ticket issued. She emphasized that moving forward with this approach makes sense and can be self-sustaining if implemented correctly.

A motion was made by Alderman Carncross, seconded by Alderwoman Lancaster to recommend to City Council a Creation of a Code Hearing Unit. All ayes. Motion carried.

Strategic Vision

Director Day expressed his desire for the Community & Economic Development Committee to establish objectives and set timelines for various agenda items. He suggested breaking down these items with clear objectives and measurable metrics to effectively prioritize them with an established timeline.

Alderman Carncross proposed scheduling a dedicated meeting for this purpose. It was suggested by Director Day to create a priority list outlining objectives and timelines. City Administrator Leone was advised to determine suitable times for discussing these items.

New Business

Director Day provided an update on the ongoing community development projects across the City.

City Administrator Leone noted that the Enterprise Zone Committee has undergone restructuring with new representatives, aiming to enhance consistency in its operations.

A motion was made by Alderman Schulz, seconded by Alderwoman Luna to adjourn the meeting. All ayes. Motion carried.

Meeting adjourned at 8:29 pm.

Submitted by:
Chairman Dan Carncross

**PARKS & RECREATION BOARD MEETING MINUTES
MONDAY, JUNE 17, 2024**

Chairman John Lavallee called the meeting to order at 6:00 pm. Board members present: Chairman John Lavallee, Alderman Jay Schulz, Alderwoman Lisa Haderlein, Alderwoman Lori Lancaster, Alderwoman Rosa Luna, Scott Logan, and Pep Saucedo. Also present were Mayor Kelly, City Administrator Lou Leone, and members of the audience.

Public Comment

Chairman Lavallee opened the floor to public comment for any item not on the agenda. There were none.

Approval of Minutes-May 15, 2024

A motion was made by Scott Logan, seconded by Alderwoman Lancaster to accept the Park Board Minutes of May 15, 2024, as presented. All ayes. Motion carried.

Discussion Concept Plan for Milky Way Park

The Committee discussed the total project cost for the Milky Way Park Concept Plan. City Administrator, Lou Leone presented the latest adaptation of the Milky Way Concept Plan. The documentation was provided to the City from the City's Engineer, which included the Total Project Cost and the 2024 OSLAD Grant Project Cost. The City is applying for \$600,000 for the 2024 OSLAD Grant, which is based on the suggestion of the City's Engineer/Grant Writer. This estimated total cost is based on the current estimated costs but may be subject to change due to rising costs. City Administrator Leone discussed the possibility of the City getting approved for a 90/10 (%) split on the \$600,000, meaning the City would have to come up with \$60,000. Out of the \$60,000 the City could take \$20,000 of the NISRA money towards ADA improvements. The Committee discussed the difference in total project cost and the 2024 OSLAD Grant Cost. listed on the documentation provided by CBBEL. The Board discussed the location of the basketball court, pickleball courts, playground, parking lots, and park shelter.

- Alderman Lavallee inquired about the most recent documentation provided by the City Engineer. He noted that in past documentations the plan was to include at least 1 adult (full size) soccer field in Phase 1.
- Alderman Schulz inquired about the amount of pickleball courts needed and suggested reducing the amount of pickleball courts at Milky Way Park from four courts to two courts, since Northfield Park will also provide pickleball courts for Residents. Scott Logan pointed out that Phase 1 of the concept plan only has two pickleball courts at Milky Way Park, and depending on the demand this may be manageable.
- Alderwoman Haderlein inquired about the exercise stations located at the Skate Park portion of the park. City Administrator, Leone said that that was an option on the concept plan.
- Alderwoman Haderlein inquired what the usage of the Pickleball Courts were at Northfield Park. Mayor Kelly said that from his estimation the Pickleball Courts are used frequently, especially in the morning hours.
- Discussion continued regarding the location of the playground at Milky Way Park. The Committee discussed the maintenance of the playground as well as relocation and having a Park Shelter next to the playground.

City Administrator, Leone noted he would be bringing the information discussed at tonight's meeting back to the City Engineer and that the City should have an updated Concept Plan back within a week. A Public Hearing will be held at the next Parks & Recreation Meeting. Before the OSLAD Grant can be submitted, information will be provided at the City Council Meeting in July. The OSLAD Grant must be submitted by the end of July 2024.

Discussion/Action to Add a New Adult Lap Swim Season Pass

City Administrator Leone indicated that the pool has had more lap swim participants this season. Staff spoke with lap swim participants, and it was indicated that participants would like to see a set time for lap swim. The Board discussed the current options for pool memberships for the season, such as the regular

season pass and the option of offering a Lap Swim Pass. Beginning June 18, 2024, daily lap swim will be offered from 12pm-1pm. The fee for the Adult Season Pass is \$30 and \$5 for the adult daily pass.

Scott Logan left the meeting at 6:23 pm

A motion by Alderwoman Lancaster, seconded by Alderwoman Luna to approve the addition of the Adult Swim Season Pass. Roll call vote: Haderlein, aye; Lavallee, aye; Lancaster, aye; Saucedo, aye and Luna, aye. Motion approved five to zero.

Mayor's Report

- Mayor Kelly noted that Stacy Heiliger started her position as the New Parks & Recreation Superintendent. She has begun to put programs together. Mayor Kelly is excited to see what will be next for the City.
- Mayor reported that the Harvard Pool opened on time, on June 3rd. The pool was shut down for 1 day, due to a pump issue. Mayor Kelly indicated he would like to see a PID which is a pool system diagram, which is needed from a mechanical and electrical prospective. Drawings from when the pool was constructed were found, but the City does not have updated drawings. He expressed that having an updated diagram would help when issues arise. The City has reached out to City of McHenry and hopefully one of their pool technicians will be able to assist and walk the City through the system.
- Mayor Kelly noted that the City will be limiting access to the mechanical room at the pool to help alleviate error.
- Alderman Schulz inquired if Stacy oversaw the day-to-day operations at the pool. Mayor Kelly reported that Stacy is the Superintendent of Parks & Recreation, and that pool staff reports to her, but she does not do the daily maintenance of the pool. City Administrator Leone said that the system has been streamlined this season, in the past there were three people in the pool office such as the Parks and Rec Supt., the pool manager, and Emanuel Guadarrama. The system needed to be streamlined as not all staff is needed. Stacy does the ordering of supplies and checks in on staff daily. Jason Davidson reports to Stacy, and Emanuel Guadarrama reports to Jason. Emanuel also reports to Stacy. Emanuel focuses more on the day-to-day maintenance of the pool. Mya Crone has done the lifeguard staff scheduling past seasons, this season her position has been made official.
- Alderman Schulz inquired if the City had a Food Manager, City Administrator Leone noted that Bridget Swanson is the Food Manager this season.

Parks and Recreation Department Report

- City Administrator Leone noted that Stacy and Jason will be attending the Certified Public Pool Operator Class. This will help them become more familiar with the pool system.
- City Administrator Leone indicated that guests have been enjoying the pool this season. The season pass fees and daily pass fees did not change this season from last year. City Administrator Leone indicated that season passes, and daily passes have been sold more than last year at this time.
- Pricing on concessions has helped with sales this season. Concessions sales from last year are up, as well the demand for concession supplies.
- City Administrator Leone indicated that the City is looking for the pool blueprints to hopefully streamline the process when an issue should arise.
- City Administrator Leone noted that in the past the City has put gravel in the gravel parking lot for the Harvard Milk Days, which has proven to not be highly effective. This year the cost was split with the City and Harvard Milk Days. The Power Tree Company came out and put the gravel in the parking lot, which was more effective than in years past.
- City Administrator Leone noted that he spoke with Utilities Supt. Grant and there is a Utilities staff member who is interested in taking on the responsibility of pool maintenance in the future.
- Alderwoman Haderlein inquired if the City will be offering swim lessons. Lou said that this season swim lessons will be offered on a case-by-case basis during lap swim time from 12pm-1pm. Alderwoman Haderlein inquired who the instructors were, and Lou said that the lessons would be taught by lifeguards, who have been certified to teach swim lessons.

- Alderwoman Haderlein inquired if CPR certification classes would be offered. City Administrator Leone noted that at this time it was not going to be offered because the City does not have a Certified CPR Instructor. Jason will be obtaining his Certified CPR Instructor license for the future. All current lifeguard staff are CPR/AED and First Aid certified.
- Alderwoman Schulz inquired about the Lion's Park Path Plan project. Discussion continued. Lou said he would get back to him with cost information that was put together.
- The Community Garden project is moving forward. Members of the Realtors Association are volunteering for this project. An Eagle Scout has come forward to volunteer as well. This would provide him with his supervisory experience. The City is waiting for the Eagle Scout Council to approve the project for the Eagle Scout Volunteer. Project should be complete by end of July.
- The State Inspector came to the pool and inspected the pool. The State Inspections are done every 3 years and they have not been done in the past. The Inspector Certified the City for this year and will return at the end of the season to certify the Pool through 2026.

New Business

Mayor Kelly discussed the renovation of the parking lot at Milky Way Park. The parking lot renovation cost will be costly. The City lacks revenue for this type of project. Mayor Kelly suggested charging a nominal fee for parking when the City hosts events at the Milky Way Park. This would build revenue for a future project and is something to consider. Pep Saucedo inquired as to where the parking fees charged from Harvard Milk Days goes to, Mayor Kelly noted the City does not receive funds from the Harvard Milk Days parking fees.

The next regular meeting date is July 15th, 2024 @ 6pm.

At 6:51pm, a motion was made by Alderwoman Haderlein, seconded by Alderwoman Lancaster to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Chairman John Lavallee

TREE BOARD MEETING MINUTES

June 5, 2024 – 6:30 pm

Chairwoman Lisa Haderlein called the meeting to order at 6:32 pm. Committee members present: Janet Hugg, Shawn Kingzette, Joel Kriete, Shannon Kingzette and Jay Wolf. Also present were Mayor Kelly, City Administrator Lou Leone and Supt. Public Works Rob Lamz.

Election of Officers

Alderwoman Haderlein said she was willing to be the chair, at least for the first year. Shawn Kingzette volunteered to serve as vice-chairman. A motion was made by Alderwoman Haderlein, seconded by Shannon Kingzette to elect Shawn Kingzette as Vice-Chairman of the Tree Board. All ayes. Motion carried.

A motion was made by Shawn Kingzette, seconded by Janet Hugg to elect Alderwoman Haderlein as Chairwoman of the Tree Board. All ayes. Motion carried.

Penalty Language

Supt. Lamz reviewed penalty language from various communities that was included in the packet. Areas of discussion:

- Penalties would only pertain to trees in the City's right of way/easements. Janet inquired how to address dead or dying trees that pose a hazard on private property. The Tree Board Ordinance is in Chapter 5.06, Boards and Commissions; Section 8 of the ordinance addresses the issue of trees on private property. The Board discussed adding the language in a different section of the City's code, or at least referred to in Chapter 11, Nuisances.
- Establish proactive measures for tree protection zones for new construction during the development process. Mayor Kelly recommended designating areas in the City as conservation zones that require special consideration for development that would include a tree plan. The McHenry plan outlines such requirements.
- Currently, the greatest risk to trees is due to age, disease and storm damage.
- Include language on where, how and what types of trees get replaced.
- Penalty for removing a tree on public property – Shawn said it doesn't need to be punitive in the case of an accident, but should cover the cost of removal and replacement. In cases of intent, it would be the cost of removal and replacement, plus a penalty of \$500 per occurrence, subject to Tree Board review. Penalty funds collected could be earmarked by the City Council during the budget process.
- Add language for trees planted in the right of way without a permit or not on the approved list of trees. There is an acceptable list of tree species in Section 6.11 of the City Code; said list should be reviewed by the Tree Board with recommended revisions going before the City Council. Planting of nuisance trees on public property would be subject to removal, or in the case of planting trees without a permit, would be double the permit. The consensus was to establish a permit fee of \$25, with the permit generated as a function of the City Hall front office. A pamphlet will be made available with the permit application outlining planting instructions along with a list of approved trees. Online permitting may be a viable option in the future.

Tree Selection

This will be on next month's agenda; should also identify categories for trees in the right of way over a water main, underneath power lines, sight obstruction and in the downtown zone. Down the line, establish the footage necessary between the right of way and the curb.

Schedule October (Oaktober) Event

Several locations were suggested for a tree planting community event: area adjacent to the library near the old driveway, the dog park and Mary's Park. After discussion, the consensus was to have the event at Mary's Park on Saturday, October 5th. Other groups will be asked to participate. Janet will bring it up at the next Garden Club meeting. Local nurseries will be contacted to see if they are interested in donating. The goal would be up to a dozen trees with a variety of species (i.e. Burr Oak, Hybrid Elms, Persimmon). Suggested having a food truck(s) during the event.

Mayor's Report

Mayor Kelly thanked the members for volunteering and being part of the Tree Board.

Rob indicated that the installation of the Tree City USA signs is subject to state rules; the signs have been submitted to the IDOT Sign Department for approval. Mayor Kelly recommended that this would be a good opportunity for a photo opportunity to promote on the City's website.

At Chairwoman Haderlein's inquiry, City Administrator Leone reported that the application for the Trees Forever grant for tree inventory funding was successfully submitted.

New Business

- Shawn reported that he checked on the Urban Forest Basic Training program offered by the Arboretum. They have already determined the location for the fall course. He will get Rob the event info.
- Mayor Kelly suggested the Tree Board partner with the Parks & Rec Dept. to offer a class that would promote programming on how to plant/prune trees; Shannon said she would be interested in doing this.
- City Administrator Leone stated that the OSLAD Grant includes a more extensive walking path; he envisions lining the path with a variety of trees with identification signs. Shannon said that could become an arboretum which would make the City eligible for more money.
- Mayor Kelly related that the City recently acquired property along Mokeler Creek which could be included in an overall biking/walking path that would come across Route 173 and Shadow Creek and then connect to Eastman St. This is a very densely wooded area where a meandering walking area could be created to connect these area subdivisions to the downtown. Shawn suggested long term for liability reasons to do it more as a natural area verses an arboretum which gives a different set of maintenance requirements.

The Board discussed either cancelling the July 3rd meeting or moving it to a different date. The consensus was to schedule the meeting for July 10, 2024, at 6:30 pm.

A motion was made by Shawn Kingzette, seconded by Jay Wolf to adjourn the meeting. All ayes. Motion carried.

Meeting adjourned at 8:05 pm.

Submitted by:
Chairwoman Lisa Haderlein



City of Harvard Memo

To: City Council
From: Lou Leone
CC: Mayor Kelly
Date: July 23, 2024
RE: City Administrator's Monthly Report

Summary of June-July 2024 Activities:

- Continuing to look for improvements within the City's framework.
- Attended meetings with local organizations regarding the Milky Way Park concept design plan (OSLAD grant application).
- Attended the following monthly meetings: Tree Board, Parks Foundation, Parks/Rec, Planning/Zoning Board, Administration, Community Development committees, McHenry County Enterprise Zone Board, McHenry County Council of Governments, Metro Mayors Caucus, Illinois Public Works Mutual Aid Network (Board and Executive Board), ILCMA Metro Managers Board and Leadership Greater McHenry County.
- Continuing a twice-a-month Department Head meeting including Diggins Library.
- Met with pool inspectors regarding the pool. Minor issues have been resolved.
- Hosted a McHenry County manager's meeting at US Medical Glove.
- Continued work responding to FOIA requests.
- Held "drop-in" meetings with citizens.

Grant Application: As of this report we are still waiting for a project manager from CMAP to be assigned. This grant is for developing a master bike/walk path plan.

USMGC: Continue to work with the participants towards a solution to the power issue at the old Motorola plant.

Surf Internet: We are working on the draft agreement as of the writing of this email.

Fraternal Order of Police (FOP): The resolution of the filed grievance has been postponed while the FOP submits a proposed new uniform/equipment list. Follow up meeting has been scheduled for July 22nd.

IMRF Training Session: Identifying areas to improve risk management and overall rating. Intro to new portal.

OSLAD Grant Application: We are on pace to submit the grant application before the end of July.

EPA Grant: Held meetings with representatives of the EPA regarding potential grant opportunities for the City of Harvard. This includes a possible grant to replace "Jane".

Pool House issue: Met with Hartwig, Pool Blu and Aquapure to review the condition of the pool pumps, electronics, etc.

Community Development Report for June 2024

RESIDENTIAL CONSTRUCTION								COMMERCIAL / INDUSTRIAL CONSTRUCTION					CODE ENFORCEMENT	
MONTH	SINGLE FAMILY	*TWO FAMILY	*MULTI FAMILY	REMODEL/ ADDITION	MISC.	CONST. COST	PERMIT FEES	NEW CONST.	REMODEL/ ADDITION	MISC.	CONST. COST	PERMIT FEES	NOTICES	TICKETS
JAN	2	1	0	0	2	\$697,628	\$25,965			2	\$4,000	\$48	24	4
FEB	1	2		1	25	\$921,580	\$29,037		1	3	\$37,495	\$206	25	2
MAR	4	4		1	17	\$2,155,096	\$72,380			2	\$25,727	\$60	46	1
APR	1			1	46	\$476,700	\$8,444			2	\$15,500	\$60	14	1
MAY				1	34	\$224,768	\$1,760			3	\$33,463	\$160	129	9
JUNE	3	1		1	44	\$1,132,788	\$31,049			2	\$259,365	\$600	39	8
JULY														
AUG														
SEPT														
OCT														
NOV														
DEC														
YTD	11	8	0	5	168	\$5,608,560	\$168,635	0	1	14	\$375,550	\$1,134	277	25

* Number of Dwelling Units

PREVIOUS YEAR COMPARISONS

JUNE	1				52	\$360,334	\$1,250	1		2	\$901,932	\$5,500	41	5
YTD	2				21	622,885	12,365			10	202,280	401	52	0

CODE ENFORCEMENT REPORT JUNE 2024

ADDRESS		VIOLATION	ADDRESS		VIOLATION
304	S EASTMAN	PARKING ON GRASS	207	W BURBANK	PARKING ON GRASS
303	W BLACKMAN	PARKING ON GRASS	506	SECOND	PILE OF BRUSH
205	W FRONT ST	WEEDS	500	W MCKINLEY	RV OVER 25 FT
506	SECOND	PARKING ON GRASS	1212	THIRD	RV OVER 25 FT & ON GRASS
302	N HAYES	GRASS	107	W BROWN	GRASS
305	UNIVERSITY	BRUSH PILE	603	N HOWARD	PERMIT REQ'D
308	LINCOLN	BRUSH PILE	802	APPLE VALLEY	WEEDS
603	GARFIELD	JUNK	1408	TENTH	INOP TRUCK
1301	WILLOW	GRASS	1305	TENTH	INOP VEHICLES
PIN #	01-27-401-002	GRASS	1413	NINTH	FENCE REPAIR
307	W MCKINLEY	25 FT TRAILER IN DRIVEWAY	1301	NINTH	JUNK
PIN #	01-36-326-001	GRASS	102	W WASHINGTON	JUNK
PIN #	01-35-351-022	GRASS	715	W THOMPSON	CHAIRS
700	N HOWARD	ROOSTER	204	W BURBANK	ROW REPAIR/GRASS
PIN #	06-01-100-011	GRASS	1301	SIXTH	DEAD TREE
1205	GARFIELD	DEAD TREES	306	RANDALL	JUNK/PARKING ON GRASS
102	CHURCH	JUNK ON PORCH	803	W WASHINGTON	XMAS LIGHTS
PIN #	01-26-426-020	GRASS	202	W WASHINGTON	XMAS LIGHTS
305	UNIVERSITY	BRUSH PILE	715	W WASHINGTON	SHED DISREPAIR
			306	S AYER	TREE HAZARD

CITATIONS

348	MARENGO	FAILURE TO CONNECT SEWER	302	HAYES	FAILURE TO CUT GRASS
348	MARENGO	FAILURE TO CONNET WATER	PIN	06-02-276-041	FAILURE TO CUT GRASS
506	N HOWARD	FPLATE IN RESIDENT ZONE	310	RIDGELANE	FAILURE TO REPAIR FENCE
607	N HOWARD	PARKING ON GRASS	106	S DIVISION	INOPERABLE VEHICLE

Permits Details

Permit Acceptance Date: 06-01-2024 - 06-30-2024

Application Date	Property Address	Permit Number	Contractor	Category	Permit Issued Date	Valuation	Fees Assessed	Fees Paid
Permit Type			Accessory Structure (Residential Misc./One Stop)					
06/25/2024	515 Apple Valley Road, Harvard	12753-20		Residential One Stop	06/25/2024	\$5,000.00	\$42.00	\$42.00
Count: 1							Total: \$5,000.00	
Permit Type			DEMOLITION					
06/25/2024	106 West Thompson Street, Harvard	12753-14		One Stop	06/25/2024	\$7,000.00	\$50.00	\$50.00
Count: 1							Total: \$7,000.00	
Permit Type			Driveway					
06/26/2024	603 North Howard Street, Harvard	24HAR-BP005		One Stop	06/27/2024		\$30.00	\$30.00
Count: 1							Total:	
Permit Type			Fence					
06/26/2024	402 South Park Avenue, Harvard	12753-27		One Stop	06/26/2024	\$300.00	\$30.00	\$30.00
06/26/2024	813 West Thompson Street, Harvard	12753-28		One Stop	06/26/2024	\$1,000.00	\$30.00	\$30.00
06/26/2024	707 Casey Lane, Harvard	12753-34	Revamp Fence & Deck	One Stop	06/26/2024	\$14,000.00	\$30.00	\$30.00
06/25/2024	103 North Jefferson Street, Harvard	12753-17	Magic Fence	One Stop	06/25/2024	\$4,000.00	\$30.00	\$30.00
06/26/2024	405 Anderson Street, Harvard	12753-23		One Stop	06/26/2024	\$2,000.00	\$30.00	\$30.00
06/25/2024	714 West Thompson Street, Harvard	12753-15	Skyline Exterior Remodeling	One Stop	06/25/2024	\$17,601.47	\$30.00	\$30.00
06/24/2024	1001 Dewey Street, Harvard	12753-10		One Stop	06/25/2024	\$1,200.00	\$0.00	\$0.00
06/18/2024	406 Garfield Road, Harvard	12753-1		One Stop	06/18/2024	\$1,000.00	\$30.00	\$30.00
06/26/2024	404 West McKinley Street, Harvard	12753-25		One Stop	06/26/2024	\$4,000.00	\$30.00	\$30.00
Count: 9							Total: \$45,101.47	
Permit Type			HVAC					

Permits Details

Permit Acceptance Date: 06-01-2024 - 06-30-2024

06/18/2024	202 Dewey Street, Harvard	12753-2	Black Diamond Plumbing & Heating	One Stop	06/18/2024	\$5,700.00	\$30.00	\$30.00
06/25/2024	1517 Sage Lane, Harvard	12753-12		One Stop		\$0.00	\$0.00	\$0.00
								Total: \$5,700.00
06/26/2024	117 Galvin Parkway, Harvard	12753-29	Black Diamond Plumbing & Heating	One Stop	06/27/2024	\$7,840.00	\$30.00	\$30.00
								Total: \$7,840.00

Permit Type		Plumbing						
06/18/2024	525 Apple Valley Road, Harvard	12753-3		One Stop	06/18/2024	\$0.00	\$1,000.00	\$1,000.00
								Total: \$0.00
06/26/2024	305 West Burbank Street, Harvard	12753-33		One Stop	06/26/2024	\$600.00	\$30.00	\$30.00
								Total: \$600.00

Permit Type		Pool/Hot Tub (Residential Misc./One Stop)						
06/25/2024	1000 North Hart Boulevard, Harvard	12753-19		Residential One Stop	06/25/2024	\$500.00	\$30.00	\$30.00
								Total: \$500.00

Permit Type		Porch/Stairs						
06/25/2024	1315 7th Street, Harvard	12753-22		Residential One Stop	06/25/2024	\$750.00	\$0.00	\$0.00
06/26/2024	704 West Park Street, Harvard	12753-40		Residential One Stop	06/26/2024	\$2,500.00	\$30.00	\$30.00
								Total: \$3,250.00

Permit Type		PR Only - Deck						
06/18/2024	908 Forest Downs, Harvard	12753-5		Other	06/18/2024	\$3,000.00	\$30.00	\$30.00
								Total: \$3,000.00

Permit Type		PR Only - Pool/Hot Tub (Residential Misc./One Stop)						
06/24/2024	404 West Metzen Street, Harvard	12753-11		Other		\$0.00	\$30.00	\$30.00
								Total: \$0.00

Permit Type		PR Only - Sewer Permit						
-------------	--	------------------------	--	--	--	--	--	--

Permits Details

Permit Acceptance Date: 06-01-2024 - 06-30-2024

06/18/2024	1400 Garfield Road, Harvard	12753-7	Other	06/18/2024	\$5,000.00	\$30.00	\$30.00
Count: 1							Total: \$5,000.00

Permit Type	Re-Roof							
06/21/2024	1198 South Division Street, Harvard	12753-8	Quality Construction	One Stop		\$6,000.00	\$0.00	\$0.00
06/25/2024	406 Church Boulevard, Harvard	12753-13		One Stop	06/25/2024	\$3,000.00	\$30.00	\$30.00
06/18/2024	810 Casey Lane, Harvard	12752-1		One Stop		\$13,500.00	\$30.00	\$0.00
06/25/2024	702 6th Street, Harvard	12753-21	Jerry Newman Roofing	One Stop	06/25/2024	\$7,250.00	\$30.00	\$30.00
06/26/2024	517 Sandy Court, Harvard	12753-30		One Stop	06/26/2024	\$4,860.00	\$30.00	\$30.00
06/26/2024	102 Autumn Glen Drive, Harvard	12753-36	SW Roofing & Construction INC	One Stop	06/27/2024	\$253,365.00	\$100.00	\$100.00
06/26/2024	52-54 Autumn Glen Drive, Harvard	12753-38	SW Roofing & Construction INC	One Stop	06/27/2024	\$0.00	\$100.00	\$100.00
06/26/2024	56-58 Autumn Glen Drive, Harvard	12753-37		One Stop	06/27/2024	\$0.00	\$100.00	\$100.00
06/26/2024	105-107 Autumn Glen Drive, Harvard	12753-39	SW Roofing & Construction INC	One Stop	06/27/2024	\$0.00	\$100.00	\$100.00
06/26/2024	1010 Shawnee Court, Harvard	12753-41	Lojas Roofing	One Stop	06/26/2024	\$8,000.00	\$30.00	\$30.00
Count: 10							Total: \$295,975.00	

Permit Type			Residential Alteration				
06/18/2024	908 Forest Downs, Harvard	24HAR-BP003		Residential Alteration		\$30.00	\$30.00
06/21/2024	203 West Burbank Street, Harvard	24HAR-BP004		Residential Alteration		\$60.00	\$60.00
Count: 2							Total:

Permit Type			Sign Permit					
06/18/2024	405 Airport Road, Harvard	12739M		One Stop	06/18/2024	\$4,000.00	\$30.00	\$30.00
Count: 1							Total: \$4,000.00	

Permit Type			Solar Permit					
06/26/2024	300 Admiral Drive, Harvard	12753-24	Sunrun Installation Services	One Stop	06/26/2024	\$19,760.00	\$80.00	\$80.00

Permits Details

Permit Acceptance Date: 06-01-2024 - 06-30-2024

Count: 1

Total: \$19,760.00

Permit Type		Window/Door Replacement						
Permit Status		In Progress						
06/25/2024	304 Marengo Road, Harvard	12753-18		One Stop	06/25/2024	\$200.00	\$30.00	\$30.00
06/18/2024	307 North Division Street, Harvard	12753-4	A&B	One Stop	06/18/2024	\$25,300.00	\$30.00	\$30.00
06/25/2024	403 East Park Street, Harvard	12753-16	Environmental Construction Window World of Rockford	One Stop	06/25/2024	\$3,587.00	\$30.00	\$30.00
							Permit Fee Total	\$2,442.00
Total Permits: 40							Valuation Total:	\$431,813.47

Harvard Diggins Library Directors Report

For period: June 21, 2024 – July 18, 2024

Submitted by: Karen Sutera

At the library this month:

- Summer reading program continues to go well. Registration concluded on Saturday, Jun 29 with 314 readers of all ages participating. Participation in programs has also been strong with the tie dye and Taylow Swift programs garnering the most interest. The program concludes on Wednesday, July 24 with a bowling party for teen readers at J's Lanes followed by a pool party for younger readers and their families on Friday, July 26.
- Harvard Public Works completed installation of the new sidewalk connecting the existing walk with the Lions Park walking path on Friday, July 12. This is a wonderful addition to the library grounds and will be greatly appreciated by Lions Park users.
- Quotes are being sought for cleaning up the StoryWalk in Lions Park.
- Quotes are also being sought to repair the brick walking path that connects the staff kitchen to the back awning area.
- The library will open at 1PM on Friday, July 19 so that staff can complete CPR training in the morning.

Facility Maintenance/Capitol Projects:

The HVAC system filters were replaced in mid-July.

June 2024 Library Statistics

See next page for June program statistics

	This month	Prior year	
No of patron visits	3,841	3,554	
Total physical items circ'd	2,855		
Total digital items circ'd			
Overdrive	471		
eRead Illinois	1		
# item received in delivery	885		
# items sent out in delivery	934		

June 2024 Program Statistics

	Program				Attendance			
		All		Adult		Teen	Kids	Kids
<u>Date & Time</u>	<u>Topic</u>	<u>Ages</u>	<u>Adults</u>	<u>Passive</u>	<u>Teens</u>	<u>Passive</u>	<u>0-5</u>	<u>6-11</u>
Mon., June 3 @ 6:30PM	Pin Pennant Craft	x	11		3		3	9
Tues., June 4 @ 10AM	Storytime: Ryan Higgins				2		6	18
Tues., June 4 @ 7PM	ILP: Temple Grandin (in person viewing)		0					
Tues June 4 7pm	Temple Grandin Virtual			11				
Wed., June 5 @ 11:30AM	Lunch & Listen: Mystery of Locked Rooms				2			4
Thurs., June 6 @ 10AM	Movie Matinee: Mean Girls		0					
Thurs., June 6 @ 6PM	Build it Night	x	9		5			13
Friday., June 7 @ 1:30PM	Air Dry Clay Mosaics	x	3		8			8
Mon., June 10 @ 1PM	Make & Mingle: Button Bouquet		5					
Mon., June 10 @ 6PM	Make & Mingle: Button Bouquet		6					
Tues., June 11 @ 10AM	Storytime: Mo Willems				1		5	14
Tues., June 11 @ 6:30PM	Loteria	x	10		9			4
Wed., June 12 @ 11:30AM	Lunch & Listen: Mystery of Locked Rooms				4			2
Thurs., June 13 @ 10AM	Movie Matinee: Wish	x	3				1	7
Thurs., June 13 @ 1:30PM	Chicken Ball Game Craft				4		1	10
Thurs., June 13 @ 6PM	Crafter's UFO Night		4		1			
Mon., June 17 @ 6PM	History of Pie		19					
Tues., June 18 @ 10AM	Storytime: Dr Seuss				2		5	7
Tues., June 18 @ 1:30PM	Minute-to-Win-it Olympics				8			1
Wed., June 19 @ 11:30AM	Lunch & Listen: Mystery of Locked Rooms				5			4
Thurs., June 20 @ 10AM	Movie Matinee: Orginary Angels		1					
Fri., June 21 @ 1:30PM	Soda Bottle Bird Feeder Craft	x	9		5			13
Mon., June 24@ 6PM	Wedded Bliss Through the Ages		14					
Tues., June 25 @ 10AM	Storytime: Eric Carle				1		2	10
Tues., June 25 @ 1PM	Bead Buddy Keychain	x			2			13
Tues., June 25 @	Bead Buddy Keychain	x	5		2			6

6:30PM								
Wed., June 26 @ 11:30AM	Lunch & Listen: Mystery of Locked Rooms				2			4
Thurs., June 27 @ 10AM	Movie Matinee: Migration	x	3				1	6
Thurs., June 27 @ 6:30PM	Campfire Stories with Jim May	x	13		5			3
Tiny Art canvas		x	14		16		5	16
Laid Back Book Club				11				
Total Programs Offered		11	8	2	5		5	5
All ages pgm. part.			80		55		10	98
Age-spec. pgm part.			49	22	21		19	59



Harvard Parks and Recreation Department

To: Mayor and City Council

CC: Lou Leone

From: Stacy Heiliger, Parks and Recreation Superintendent

Date: July 15, 2024

Monthly Report for Parks and Recreation

Recreation Programming:

- Free Events
 - National Teddy Bears' Picnic Day celebration – had 10 children registered
 - National Coloring Book Day celebration – August 2 – have 17 children registered
 - National Night Out – will have table with craft activity and upcoming event information
- Fee-Based Events
 - Two sessions of Kids Fitness Camp in collaboration with Xtreme Fitness & Nutrition Studio – 7 children attended Session 1, 9 children attending Session 2
 - Two adult painting workshops – 1 registered
 - Two kids' painting workshops – 0 registered
 - Introductory dance class for ages 3-6 – 10 children registered – full with wait list
 - Fundamentals dance class for ages 7-12 – 4 children registered
- In Planning Stage
 - Mixology class in collaboration with Rush Creek Distillery
 - Horseback riding lessons in collaboration with Cripple Creek Ranch
 - Dog foam party at the dog park

Harvard Aquatic Center:

2024 Season as of June 30, 2024

- Season Pool Passes: \$12,098
- Daily Pool Passes: \$14,193
- Concession Sales: \$4,970

*insufficient data for comparison to 2023 season

NISRA: Nothing to report this month.

Gaga Ball Pit: The gaga ball pit was moved from a low grassy area that was usually flooded to a higher area with better visibility for families. A game ball will be available for checkout from the library. Thanks to Karen Sutera, Rob Lamz, Darrell Perkins, and the rest of the Public Works staff for making the move possible.

Recreation Software: We have started researching and participating in demonstrations for recreation software programs (EZFacility, RecDesk, and RecTrac) to make all aspects of program and event registration user-friendly and efficient.

CITY OF HARVARD POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

June, 2024



Submitted by:
Chief Tyson Bauman



CITY OF HARVARD POLICE DEPARTMENT
Monthly Report
Summary of Activity

Calls Reported / Generated

The total number of calls reported and generated for the month of June was; 934.

As of June, 2024 the total number of calls reported and generated is; 4749.

Accidents

Officers responded to the following traffic crashes during the month:

12	-	Property Damage
0	-	Injury Accidents
0	-	Fatal Accidents
3	-	Property Damage Hit and Runs
1	-	Injury Hit and Runs

Assaults/Batteries/Domestic Batteries

There were 0 Aggravated Assault arrests, 0 Assault arrests, 3 Aggravated Battery arrests, and 0 Battery arrest.

There were 18 reported Domestic Disputes this month and 1 Domestic Battery resulting in one adult arrests.

Burglaries/Thefts

Officers responded to the following Burglary/Theft/Robbery calls:

0	-	Robbery
8	-	Thefts
0	-	Retail Theft

- 1 - Burglary
- 0 - Burglary to Motor Vehicles
- 3 - Stolen Automobile

Resulting in 4 charge(s).

Drug Arrests

Officers made the following drug arrests:

- 1 - Cannabis
- 0 - Controlled Substance
- 0 - Possession of Drug Paraphernalia
- 0 - Liquor Violation
- 0 - Tobacco Violation

Department Internal Complaints

- There are no internal complaints under investigation.

Liquor Ordinance

- There were no Liquor Ordinance Violations.

M.I.A.T and MCCAT Callouts, I.L.E.A.S., County S.W.A.T. and Gang Task Force Details

ILEAS, MIAT, McHenry County Swat, were not activated for the month of June.

MCCAT was activated on June 15, 2024 for a two vehicle serious injury accident in McHenry. Officer Oczus did not respond.

McHenry County Gang Task Force was activated on June 9, 2024 for Pride Fest in Woodstock. No Officer was assigned to this detail.

911s, Alarms, Assists and Checks

Officers responded to the following:

- 8 - 911 Hang-Ups
- 7 - Alarms (Non-Specific, Burglary/Robbery and Fire)
- 58 - Fire Department / Rescue Squad Assists

18	-	Law Enforcement Agency Assists
39	-	Well-Being Checks
50	-	Business/Bar Checks
223	-	Other Checks (House, Schools, Parks, Subdivision)
15	-	Motorist Assists
236	-	Citizen Assist (Service Calls)
0	-	A Way Out Transports

Traffic Arrests

Officers Traffic Stops for the month of June was 142, resulting in the following arrests; Driving Under the Influence – 1 Arrest; Zero Tolerance – 0 Arrests; Driving While License Suspended or Revoked – 1 Arrests; Reckless Driving – 0 Arrests; Fleeing and Eluding a Peace Officer – 0 Arrests; No Valid Driver's License – 8 Arrests; Other Traffic Offense – 0 Arrests.

Tows

Tows - 10; Administrative Tows – 5.

Other Public Complaints

Officers handled 9 Animal Complaints, 4 Harassment Complaints, 2 Missing Persons (Returned), 8 Found Property Reports, 2 Fraud Complaints, 6 Solicitor Complaints, 0 Violations of Bail Bond Complaints, 1 Violation of an Order of Protection Complaints, 0 Violations of a No Contact Order Complaints, and 2 Warrant Arrests.

McHenry County Police Social Worker Program (PSW)

There were 25 referrals/callouts in the month of June. Below is a breakdown by month.

209	-	2023 total referrals/callouts
15	-	January
5	-	February
22	-	March
17	-	April
21	-	May

25	-	June
0	-	July
0	-	August
0	-	September
0	-	October
0	-	November
0	-	December
105	-	2024 Year to date

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



To: Mayor and City Council

From: Rob Lamz, Superintendent of Public Works

Date: July 18, 2024

Re: July Public Works Report

Hard to believe it is almost August here at PW with the days flying by. Staff has taken advantage of the weather this month, completing some big jobs and knocking out some stuff that has been on the list.

The Lead Service Line Inventory is out! Staff worked with CBBEL to get the information together and uploaded to ArcGIS's application to begin the process. Links are live on the City Website to walk residents and business owners through the process of finding their service line and identifying what material it is. I've also put a video on the Public Works Facebook page of what we are looking for, complete with a walk through of the different service line types, and submitting their results on the online application. This is the crucial first step in identifying where the lines are which will help us when we submit for funding to replace them per the mandate.

One of the biggest jobs the PW crew undertook this month was a full concrete truck's worth of sidewalk, amounting to 135' of 5.5' wide sidewalk up by the library. This sidewalk was added to complete the loop around the outside of the building, and provide access to the pavilion via the new sidewalk and walking path. Staff removed all the grass, graded the area, installed forms, and used an ADA level to check compliance on run and cross slope before the pour. The pour was an all-hands-on-deck event with the crew racing to beat the curing concrete in the sun. Staff was able to pull it off and it hardened before any novice Picasso's could leave their mark.



Staff cut in and installed a new catch basin and tie-in to the storm sewer at the end of Brown Street, an area that frequently had standing water and was subject to truck traffic. The base under this section of Brown is practically non-existent, so combined with the standing water and the heavy traffic, this area continued to degrade and sink under those loads. Removing standing water will help alleviate these ongoing issues. The storm sewer main that was tied into appeared to be corrugated metal pipe (CMP) that has seen better days. This is unfortunately not unique, with staff finding CMP in various areas that is perforated from corrosion or crushed and causing sinkholes. Staff replaced 20' of this pipe in front of Harvard Products last year after a sinkhole developed. Any areas where CMP is found, it is replaced with High Density Polyethylene (HDPE) corrugated plastic pipe.

Finally having a stretch of weather without rain, staff broke out the line striper that we bought used from St. Charles



Public Works. Staff went through the machine after purchasing some new tips and did a trial run in the public works parking lot with good results. With the kinks worked out, we used it to paint the curb along Front Street in front of the Starline building for the loading zone, as well as the areas downtown that were freshly paved on Ayer and Johnson. The new lines made the area look crisp and nice and gave us an opportunity to figure out how many linear



feet of lines we can get with each bucket of paint. All of the white lines on Ayer, Johnson, and the test parking lot at PW (Adding up to approximately 1,100' of line) were done with a single \$130 bucket of paint using this machine.

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



Schroeder asphalt finally finished up a few of the items on the punch list on the Ayer Streetscape project, repairing a sinking area around a couple of water services, reheating some raveled areas with infrared, and put some new material down in others to make the surface what it should have been. With these final repairs, the City release the last bit of hold back funding, finalizing this project.

Public Works held our own salt bid this year, going out to bid in July for road salt for the 2024/2025 season. Allowing three-weeks for the bid, we received four bids the week of the letting on July 18th. Staff opened the bids, finding that the most competitive bidder was Compass Minerals out of Overland Park, Kansas, at \$70.65 a ton. Good news for Harvard, the results from our own bidding not only were more competitive than the Lake County contract for this year but also beat our current State-Bid contract from last season. Staff is preparing the documents for council approval.

In normal operations, staff completed the summer brush pickup this month which was lighter than usual, but none the less required driving throughout the City to leave no stone unturned. With the chipper away, the asphalt patch cart goes back out, addressing any trouble spots that have popped up with the rain and weather.

As always, feel free to reach out to me if you have any questions or concerns,

A handwritten signature in black ink, appearing to read "R. Lamz".

Robert J. Lamz
Public Works Superintendent

City of Harvard Utility Department

Year	wwtp monthly/flow million gallons	wwtp daily/flow million gallons	wwtp rain inches	wwtp Snow inches	Methane as/produce cu/ft	Well 6 pumped million gallons	Well 9 pumped million gallons	Well 10 pumped million gallons	Wells month/pumper million gallons	Daily ave MG/day
JAN	28,870,000	931,290	2.52	17.0	267,031	3,469,000	9,999,000	5,226,000	18,694,000	603,032
FEB	27,136,000	935,724	0.38	1.0	160,729	3,259,000	5,168,000	8,762,000	17,189,000	592,724
MAR	32,512,000	1,049,000	3.19	3.0	172,080	4,128,000	5,198,000	9,206,000	18,532,000	597,806
APR	51,645,000	1,721,500	4.00	0.0	239,165	3,762,000	5,099,000	9,931,000	18,792,000	811,000
MAY	46,216,000	1,490,839	7.25	0	28,560	8,902,000	1,826,000	12,263,000	22,991,000	741,645
JUN	40,450,000	1,348,333	7.25	0	211,074	5,446,000	6,274,000	9,043,000	20,763,000	692,100
JUL										
AUG										
SEP										
OCT										
NOV										
DEC										
*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****
Total	#####		24.59	21.00	1,078,639	28,966,000	#####	54,431,000	116,961,000	
average	37,804,833	1,246,114				4,827,667	5,594,000	9,071,833	19,493,500	673,051

City of Harvard Fee Waiver Request Form

Name of Organization: Harvard Parks Foundation

Contact Person: Laura Evers, President

Mailing Address: PO Box 7, Harvard, IL 60033

Phone Number: 815 334-0134

Email Address: laurabever57@gmail.com

Location: Day of the Dead Event - Milky Way Park

Date(s) of Event: November 2, 2024

Time of Event: noon - 5 pm

Briefly explain the necessity/reason for waiving the scheduled fee(s):

The Harvard Parks Foundation is 501(c)3, not-for-profit raising funds to conserve, promote and enhance the City of Harvard's parks. Our initiatives include the purchase of 3 sets of soccer goals for Milky Way Park and a basketball court at Northfield Park.

I understand and agree that submitting this form does not automatically waive the scheduled fees associated with my event/activity. Scheduled fees are not considered waived until a confirmation from a City Staff member has been received.

Laura Evers
Printed Name

Laura Evers
Signature

6.24.24
Date

City of Harvard Fee Waiver Guidelines: All requests for a fee waiver must be submitted to the City of Harvard in writing. Fee Waiver Requests will be presented to the City Council for consideration at a regular Council meeting.

Eligible for fee waivers:

- City of Harvard Committees, Council and Community Service Groups (Non-profit)
- Government/Tax District agencies that receive tax funding
- School Activities

Ineligible for fee waivers:

- For-profit organizations
- Vendors
- Fund raising events where attendees pay a fee for admission to the event or in case of festivals where vendors pay to participate in the event

For Office Use Only:

Approved _____

Date _____

Not Approved _____

**CITY OF HARVARD
APPLICATION TO RESERVE CITY PARK SHELTERS & ATHLETIC FACILITIES**

Name of Applicant Laura Evers, President, Harvard Parks Foundation - Day of the Dead Event noon - 5 pm

Name of Organization/Team (if applicable) _____

Address of Applicant 201 W. Diggins St., PO Box 7, Harvard, IL 60033

Phone Number of Applicant: Home/Cell (815) 334-0134 E-mail laurabever57@gmail.com

Date(s) Requested Saturday, November 2, 2024

(If reserving electronically, please contact City Hall at 815 943-6468 for availability prior to submittal. Reservation not guaranteed until receipt of confirmation via e-mail)

Hours Requested All Day Expected number to be in attendance 50-1500

Athletic Location Requested (if applicable) All of Milky Way Park

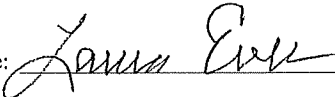
RESIDENT FEES	NON-RESIDENT FEES
<input type="checkbox"/> Park Shelter \$50.00 Groups over 100 fee is \$50 plus \$25 for each add'l 50 people	<input type="checkbox"/> Park Shelter \$75.00 Groups over 100 fee is \$75 plus \$25 for each add'l 50 people
<input type="checkbox"/> Tennis Courts (4 hrs.) \$10.00	<input type="checkbox"/> Tennis Court (4 hrs.) \$15.00
<input type="checkbox"/> Adult User Groups Baseball, soccer, softball fields \$25.00 A schedule & roster of participants verifying residency must be submitted. A Resident User is defined as 70% total participants who are residents of the City.	<input type="checkbox"/> Adult User Groups Baseball, soccer, softball fields \$50.00 A schedule & roster of participants verifying residency must be submitted. A Non-Resident User is defined as less than 70% total participants who are residents of the City.
<input type="checkbox"/> Special Event Electric Base Fee \$50.00	<input type="checkbox"/> Special Event Electric Base Fee \$75.00
THE SECURITY DEPOSIT FOR THE PARK SHELTERS IS AS FOLLOWS	
<input type="checkbox"/> 1 - 50 people is \$75	<input type="checkbox"/> 51 - 100 people is \$125.00
	<input type="checkbox"/> 101 - 150 is \$175.00
Numbers over 150 persons security deposit is \$250 (Must have police officers and be approved by the City Council.)	

PLEASE CHECK PARK SHELTER REQUESTED

Park Shelters Available	Picnic Table	Seating	Washroom	Grill	Electrical	Night Lights	Playground
HERS League Shelter (not available June/July)	2-10	80-120	Yes	No	Yes	Yes	No
Boy's League Shelter (not available June/July)	4-6	36-48	Yes	No	Yes	Yes	No
Jaycee Shelter							
Lion's Park Lg. Shelter	10	60-80	Nearby	2	Yes	Yes	Yes
Mary's Park Shelter	6	36-48	No	1	No	Yes	Yes
<input checked="" type="checkbox"/> Milky Way Park East Shelter	8	48-64	Nearby	1	Yes	Yes	Yes

Person(s) using the City parks and park facilities do so at their own risk. The City of Harvard and its employees are not responsible for damage to or loss of property of person(s) using parks or park facilities. The City and its employees are not responsible for any injuries that result while person(s) are using parks or park facilities. I, the applicant, have read and fully understand all the rules and guidelines as attached necessary for the use of the City's Parks and facilities, and I will comply.

MOTOR VEHICLES ARE ONLY PERMITTED IN THE PARKING LOT AND ARE NOT ALLOWED BY THE SHELTERS.

Applicant's signature: 

Date 6.24.24

Return application to Lori Moller, City of Harvard, P.O. Box 310, Harvard, IL 60033

COPIES:

Police Dept Parks Dept Pool

- Security deposit refunded
- Permission to shred check after event

PARK SHELTER/ATHLETIC FIELDS RULES AND REGULATIONS
(815) 943-6468

1. City parks open from sunrise to sunset.
2. All reservation fees and deposits must be paid upon application for any park facility, otherwise the facility will not be held for the group. Reservations are not final until payment is received and proper documentation is made. Reservations must be made in person or by email. If information is falsified on the application (i.e. total number attending), loss of deposit will result.
3. Payment Policy: Please write out two separate checks made payable to the City of Harvard - one check for the reservation and one check for the deposit. The deposit check will be returned to you if all rules and regulations listed on this application are followed.
4. In the event that the applicant damages any City of Harvard property and the security deposit is not enough to cover damages, applicant shall be solely liable to the City of Harvard for all additional costs, fees, expenses, including but not limited to attorney's fees associated with such damages.
5. Reservations for shelters are required for groups of 25 or more persons.
6. Groups larger than 150 persons must follow the guidelines for Special Events and be approved by the City Council.
7. Reservations will not be given, or may be cancelled, which conflict with Parks & Recreation Department sponsored activities.
8. **LIQUOR IS NOT ALLOWED** in City parks unless a special event permit for a one-day liquor license is issued by the Liquor Commissioner with the approval of the City Council pursuant to the regulations outlined in Chapter 25 of the Harvard Municipal Code along with dram shop (liquor liability) insurance with the City of Harvard listed as an additional insured. Application for a special event liquor license must be made at least three (3) weeks prior to the picnic.
9. Dogs that are leashed and licensed shall be allowed within City park property provided that the person walking or exercising the dog shall be responsible for any damage done to the landscaping of any park and shall be responsible for removing all animal excrement deposited by said animal.
10. There are picnic tables provided under each shelter. Groups may only use a minimum number of other tables that are scattered throughout the park.
11. Cooking fires are only permitted in the small grills provided in the picnic area. The Parks & Recreation Dept. does not provide large grills, but you may supply your own. Pig rotisseries are not allowed (except by Special Event permit only).
12. If food is being sold or given to the general public other than for a designated group, the rental group will be required to attain a temporary food permit from the McHenry County Health Department. An approved copy of the permit must be submitted to the Parks & Recreation Department prior to the rental.
13. **Motor vehicles are only permitted in the parking lot and are not allowed by the shelters.** Violators will be ticketed by the Harvard Police Department.
14. The fee for the use of a park shelter will not be refunded if it is rained out. However, a second date can be reserved without charge if applied for within 48 hours of the rainout. Reserved rain dates cannot be made in advance.
15. City ballfields (excluding the HERS League and Boys League fields) are on a first come, first serve basis, unless reserved ahead of time. Field preparations will not be made for these rentals. **A certificate of insurance shall be submitted listing the City of Harvard as an additional insured.**
16. The following activities and items are prohibited in the parks (except by Special Event permit): tents, car shows, craft fairs, amplifiers, loud speakers/music, games of chance, model airplanes, carnival rides, pony rides, dunk tanks, bounce houses and camping. Special Events requiring the use of electricity other than the outlets provided at the shelter will be charged a base rate of \$50 for residents and \$75 for non-residents.
17. The sale, collection, or punching of admission tickets to any shelter, pavilion or other facility will not be allowed in any park area under the jurisdiction of the City of Harvard, and soliciting or collection of money for the use of any said facility will not be allowed.
18. The posting of posters or advertisements on park property or any facility is not permitted.
19. Churches, Fraternal Organizations, School District #50/St. Joseph's School, and large non-for-profit groups may be allowed to reserve areas in certain parks on a "Special Event Permit" basis. Entertainment may be provided by these organizations for their own group, but admissions cannot be charged.
20. **FAILURE TO COMPLY WITH THE RULES AND REGULATION ON THIS APPLICATION SET FORTH BY THE CITY OF HARVARD WILL RESULT IN LOSS OF SECURITY DEPOSIT**

I hereby acknowledge that I have read, understand, and agree to the above terms of the Park Shelter/Athletic Fields Rules and Regulations.

Resolution
Closed Session Minutes

WHEREAS, pursuant to Illinois Law, closed session minutes are to be perused every six months to determine if minutes can be brought into the open records of the City to be filed as such; and

WHEREAS, the City Council of Harvard has reviewed the minutes in question and the City Council has determined that the following Closed Session Minutes be recorded permanently in the open session minutes book of the City Clerk:

City Council Meeting Minutes of January 23, 2024
Parks & Recreation Committee Meeting Minutes of April 4, 2024

NOW THEREFORE BE IT RESOLVED: That the described closed session minutes be retained permanently in the open record of the minutes book of the City of Harvard.

PASSED AND APPROVED THIS 23rd day of July, 2024

APPROVAL: _____
MAYOR MICHAEL P. KELLY

(SEAL)

ATTEST: _____
LORI MOLLER, CITY CLERK

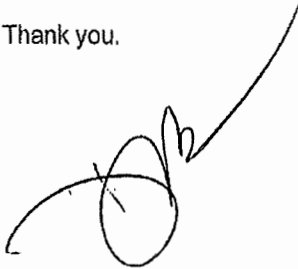
City of Harvard Memo

To: Members of the City Council
From: Debi Bejot
Date: 7/23/2024
Re: Treasurer's Report

Members of the City Council:

Attached please find a copy of the Treasurer's Report for July, 2024. Please note on page 8, Dept SWMM. This reflects payments for the Lead Line Service Identification expenses to date from the Sewer/Water Money Market fund, previously approved and grant reimbursable.

Thank you.

A handwritten signature in black ink, appearing to be 'Debi Bejot', with a long, sweeping flourish extending upwards and to the right.

CITY OF HARVARD
TREASURER'S REPORT
JULY, 2024

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
Fund 01 GENERAL			
Dept 01 ADMINISTRATION			
01-01-54750	LGMC	ANNE - CORE PROGRAM	3,975.00
01-01-54760	MICHAEL P. KELLY	JULY MAYOR EXPENSE	150.00
01-01-55010	ZUKOWSKI, ROGERS, FLOOD	26.50 HOURS OF FEES	5,167.50
01-01-55020	LAUTERBACH & AMEN LLP	AUDIT PROGRESS REVIEW	950.00
01-01-55020	LAUTERBACH & AMEN LLP	PROFESSIONAL SERVICES WITH AUDIT	16,000.00
01-01-55020	STILES INC	110 BRAINARD TANK REMOVAL	12,900.00
01-01-55030	CHRISTOPHER B. BURKE	STARBUCK PLAN REVIEW	1,721.25
01-01-55030	CHRISTOPHER B. BURKE	TURTLE CROSSING STORMWATER INVESTIGATION	3,275.00
01-01-55030	CHRISTOPHER B. BURKE	HARVARD GENERAL CONSULTATIONS	859.50
01-01-55140	SYNCB/AMAZON	FLAGS/ADMIN & PD OFFICE SUPPLIES	48.99
01-01-55140	A ROSE CLEANING LLC	MONTHLY CLEANING	910.73
01-01-55140	GARAVENTA USA INC	PREVENTATIVE MAINTENANCE HPD	682.50
01-01-55140	POWER TREE & STUMP REMOVAL	REMOVE 7 LOCUST TREES AYER ST	4,500.00
01-01-55190	CSI TECHNICAL SERVICES INC.	MONTHLY SYSTEM WATCH	1,526.50
01-01-55190	PITNEY BOWES INC	FOLDING MACHINE REPAIR	525.11
01-01-55190	LEAF	CITY COPIER LEASE	473.62
01-01-55220	HARRIS COMPUTER SYSTEMS	SW CHECKS	342.84
01-01-55320	CSI TECHNICAL SERVICES INC.	NEW LAPTOP PROGRAMS	31.25
01-01-56060	SYNCB/AMAZON	FLAGS/ADMIN & PD OFFICE SUPPLIES	35.15
01-01-56060	SYNCB/AMAZON	ADMIN/PD/PARKS PURCHASES	249.88
01-01-56060	WALMART COMMUNITY/GEMB	MONTHLY SUPPLIES	425.75
01-01-56060	QUILL	ADMIN/PARK SUPPLIES	215.16
01-01-56060	QUILL	CD OFFICE SUPPLIES	65.98
01-01-56060	QUILL	ADMIN/PD/PARK SUPPLIES	342.93
01-01-56060	SYNCB/AMAZON	PD/ADMIN/PARKS PURCHASES	61.77
01-01-56090	GOVERNMENT FINANCE OFF. ASSO.	BEJOT MEMBERSHIP	150.00
01-01-56100	SHAW SUBURBAN MEDIA	NW ACCT DEPT CA/CK	40.96
01-01-56140	CARD SERVICE CENTER	SAUK VALLEY CREDIT CARD	100.05

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
01-01-56140	CHARTER COMMUNICATIONS	PD/ADMIN INTERNET	255.68
01-01-56140	TMOBILE	MOBILE SERVICE 05/03/24-06/02/24	460.15
01-01-56140	CUTTING EDGE COMMUNICATIONS	PHONE SERVICE	23.40
01-01-56140	TMOBILE	ADMIN/PW/PD/PK CELL PHONES	814.96
01-01-57020	APPLE CREEK FLOWERS	FLOWERS MO OF JG	75.00
01-01-57020	BRYAN & CRISTAL SHIRLEY	MILKDAY CORNERS REFUND	50.00
01-01-57020	DELONG CAR WASH LLC	RETAINED PERSONELL	419.15
01-01-57020	GREENWAY STORAGE AND RENTAL	RETAINED PERSONNEL	561.41
01-01-57020	HARVARD MILK DAYS	BRUNCH	420.00
01-01-57020	APPLE CREEK FLOWERS	DELIVERY FEE MISSED	14.90
01-01-57020	THE TROPHY STORE	MILK TROPHY	20.00
01-01-57020	FORGET ME NOT FLOWER MARKET	FLOWERS BAUMAN	87.00
	Total For Dept 01 ADMINISTRATION		58,929.07
Dept 02 STREETS			
01-02-54790	CINTAS LOC 19#M	PW UNIFORMS	319.08
01-02-54790	VESTIS	UNIFORMS	20.53
01-02-55130	ADVANCE AUTO PARTS	SWEEPER	775.44
01-02-55130	OREILLY AUTOMOTIVE, INC	VEHICLE PARTS	60.64
01-02-55130	1ST AYD CORPORATION	HPW SUPPLIES	230.25
01-02-55130	ACE HARDWARE OF HARVARD	STATEMENT 063024	13.78
01-02-55130	ALLDATA	REPAIR & ACCESS YEARLY SUBSCRIPTION	500.00
01-02-55130	ATLAS BOBCAT, LLC	TACHOMETER FOR CHIPPER	855.99
01-02-55140	1ST AYD CORPORATION	TOILET PAPER ROLLS TOWELS	139.96
01-02-55140	ELOY GARAGE DOOR	GARAGE DOOR SERVICE	450.00
01-02-55140	1ST AYD CORPORATION	HPW SUPPLIES	627.46
01-02-55140	ACE HARDWARE OF HARVARD	STATEMENT 063024	43.98
01-02-55230	JOHNSON TRACTOR	APRON CHAPS	54.36
01-02-55230	POWER TREE & STUMP REMOVAL	TREE REMOVAL BURBANK - REISSUED CHECK (LOST)	4,300.00
01-02-55230	POWER TREE & STUMP REMOVAL	DANGEROUS TREE REMOVAL	1,800.00
01-02-55230	ACE HARDWARE OF HARVARD	STATEMENT 063024	146.00
01-02-55230	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CO	59.92
01-02-56010	GRAINGER	HEAT GUN	231.62
01-02-56010	OREILLY AUTOMOTIVE, INC	VEHICLE PARTS	12.99

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
01-02-56050	SYNCB/AMAZON	ADMIN/PD/PARKS PURCHASES	197.57
01-02-56050	1ST AYD CORPORATION	HPW SUPPLIES	74.66
01-02-56050	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CO	181.97
01-02-56140	CHARTER COMMUNICATIONS	900 W BRINK ST - BUSINESS INTERNET	130.69
01-02-56140	TMOBILE	MOBILE SERVICE 05/03/24-06/02/24	25.44
01-02-56140	CUTTING EDGE COMMUNICATIONS	PHONE SERVICE	23.40
01-02-56140	CHARTER COMMUNICATIONS	900 W BRINK ST INTERNET	129.99
01-02-56140	TMOBILE	ADMIN/PW/PD/PK CELL PHONES	25.44
01-02-56150	AEP ENERGY	609 AUTUMN GLEN DR	8,122.94
01-02-56150	COMMONWEALTH EDISON	361354B5 TRANSFORMER	1,544.07
01-02-56150	COMMONWEALTH EDISON	900 W BRINK HEAT MTRS	24.90
01-02-56150	COMMONWEALTH EDISON	205 N EASTMAN ST TORNADO SIREN	74.61
01-02-56150	COMMONWEALTH EDISON	709 1/2 DEWEY	61.79
01-02-56150	COMMONWEALTH EDISON	STREET LIGHTS	1,250.72
01-02-56170	HICKS GAS SUPER FUEL	PROPANE	605.78
01-02-56170	OREILLY AUTOMOTIVE, INC	VEHICLE PARTS	110.97
01-02-56170	WEX BANK	FUEL PURCHASE	3,531.16
01-02-56170	HICKS GAS SUPER FUEL	LP BULK	116.08
01-02-56170	HICKS GAS SUPER FUEL	LP BULK	89.16
01-02-56170	HICKS GAS SUPER FUEL	LP BULK	156.88
01-02-56170	HICKS GAS SUPER FUEL	LP BULK CYL	81.00
01-02-56210	AHW LLC	MOTO MIX	139.96
01-02-56210	HI VIZ INC.	SIGNS	3,860.00
01-02-56210	HI VIZ INC.	BRACKET	52.50
01-02-56210	HI VIZ INC.	CAP BRACKET	85.00
01-02-56210	SHERWIN INDUSTRIES, INC.	PAINT	289.72
01-02-56210	ACE HARDWARE OF HARVARD	STATEMENT 063024	41.97
01-02-56210	SHERWIN INDUSTRIES, INC.	FLUID, TSL	85.80
01-02-57020	CARD SERVICE CENTER	SAUK VALLEY CREDIT CARD	99.99
01-02-57020	GRAINGER	SDS MAX	156.04
01-02-57020	QUILL	OFFICE SUPPLIES	241.83
01-02-57020	QUILL	OFFICE SUPPLIES	64.01
01-02-57020	ACE HARDWARE OF HARVARD	STATEMENT 063024	117.62

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
01-02-58000	CARD SERVICE CENTER	SAUK VALLEY CREDIT CARD	759.37
	Total For Dept 02 STREETS		33,195.03
Dept 03 POLICE			
01-03-54790	GALLS	UNIFORMS	321.37
01-03-54790	GALLS	UNIFORMS-KOHN	126.40
01-03-54790	GALLS	UNIFORMS-SACCO	144.96
01-03-54790	GALLS	UNIFORMS-SEE	176.70
01-03-54790	GALLS	UNIFORMS-BROOKS	36.72
01-03-54790	GALLS	UNIFORMS-KOHN	152.95
01-03-54790	GALLS	UNIFORMS SACCO	11.70
01-03-54790	GALLS	UNIFORMS BROOKS	216.00
01-03-54790	UNIFORM DEN	UNIFORMS-SACCO	158.95
01-03-54790	UNIFORM DEN	UNIFORMS-BAUMAN	302.50
01-03-54790	SYNCB/AMAZON	ADMIN/PD/PARKS PURCHASES	45.85
01-03-54790	GALLS	UNIFORMS SPIELMAN	226.40
01-03-54790	GALLS	UNIFORMS SPIELMAN	51.34
01-03-54790	GALLS	UNIFORMS BROOKS	132.00
01-03-54790	GALLS	UNIFORMS SPIELMAN	145.36
01-03-54790	STEPHEN DIXON	UNIFORM REIMBURSEMENT	206.78
01-03-55010	ZUKOWSKI, ROGERS, FLOOD	TRAFFIC	4,400.00
01-03-55130	ADVANCE AUTO PARTS	SWEEPER	41.88
01-03-55130	SECRETARY OF STATE	DETECTIVE SQUAD REGISTRATION	151.00
01-03-55130	1ST AYD CORPORATION	HPW SUPPLIES	49.67
01-03-55130	ALLDATA	REPAIR & ACCESS YEARLY SUBSCRIPTION	500.00
01-03-55320	LEAF	PD COPIER/PRINTER LEASE	338.10
01-03-56050	P.F. PETTIBONE	CITATION & COMPLAINT TICKETS	1,141.00
01-03-56050	NORTHWEST PRINTING	BUSINESS CARDS MONREAL	63.50
01-03-56060	QUILL	PD OFFICE SUPPLIES	431.81
01-03-56060	QUILL	PD OFFICE SUPPLIES	36.74
01-03-56060	QUILL	DVD R CD-R	249.95
01-03-56060	SYNCB/AMAZON	FLAGS/ADMIN & PD OFFICE SUPPLIES	23.99
01-03-56060	WALMART COMMUNITY/GEMB	MONTHLY SUPPLIES	39.17
01-03-56060	QUILL	PD OFFICE SUPPLIES	18.12

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
01-03-56060	QUILL	ADMIN/PD/PARK SUPPLIES	162.32
01-03-56070	ILLINOIS STATE POLICE	BACKGROUND CHECKS	30.00
01-03-56070	PORTER LEE CORP	HPD LABELS AND RIBBON	111.00
01-03-56070	TRANSUNION RISK & ALTERNATIVE	JUNE 2024 BILLING	75.00
01-03-56090	MCHENRY CO MAJOR INVESTIGATION	MIAT MEMBERSHIP FEE	1,500.00
01-03-56140	CHARTER COMMUNICATIONS	PD/ADMIN INTERNET	543.32
01-03-56140	TMOBILE	MOBILE SERVICE 05/03/24-06/02/24	76.32
01-03-56140	TMOBILE	ADMIN/PW/PD/PK CELL PHONES	76.32
01-03-56170	WEX BANK	FUEL PURCHASE	3,647.89
01-03-57071	EMERGENCY SERVICES VOLUNTEERS	MILK DAYS EMS	1,880.00
01-03-57071	2 FROGGY JUMPS LLC	NATIONAL NIGHT OUT	2,427.98
01-03-57071	MOLLY KRAUSE	NATIONAL NIGHT OUT FACE PAINT	400.00
01-03-57071	MS TWISTY PANTS	NATIONAL NIGHT OUT	275.00
01-03-58000	IT SAVVY LLC	PD TOUGHBOOKS	11,550.00
01-03-58000	ADAMSON INDUSTRIES CORP	DODGE CHARGER	1,206.90
01-03-58000	IT SAVVY LLC	HAVIS HA & PANASONIC TOUGHBOOK	11,550.00
	Total For Dept 03 POLICE		45,452.96
Dept 04 BUILDING			
01-04-54790	GALLS	UNIFORMS-SEE	160.20
01-04-55020	NORTHWEST PRINTING	SCAN BLUEPRINTS	51.00
01-04-55020	B&F CONSTRUCTION CODE SERVICES	MAY INSPECTIONS	1,443.33
01-04-56070	MARTIN ROJAS	202 E PARK ST/307 GRANT ST MOW	240.00
01-04-56170	WEX BANK	FUEL PURCHASE	87.83
	Total For Dept 04 BUILDING		1,982.36
	Total For Fund 01 GENERAL		139,559.42
Fund 03 LIBRARY FUND			
03-00-55140	CINTAS LOC 19#M	LIBRARY CLEANING SUPPLIES	160.63
03-00-55140	GENERAL REFRIGERATION SERVICE LLC	LIBRARY HVAC MAINTENANCE	1,630.00
03-00-55140	GOMEZ CLEANING	LIBRARY MONTHLY CLEANING	450.00
03-00-55140	ILL DEPT OF INOV & TECH	LIBRARY FIBER LINE	428.00
03-00-55140	ODI'S WOODSHOP INC	LIBRARY MAINTENANCE	425.00

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
03-00-55140	PEERLESS NETWORK	LIBRARY PHONE	827.26
03-00-55140	RANGER READY-MIX	LIBRARY CURB	450.00
03-00-55140	WORLD SECURITY AND CONTROL	LIBRARY ALARM	4,850.00
03-00-56140	AT&T	LIBRARY FIBER	402.29
03-00-56190	42 TECH SOLUTIONS, INC	LIBRARY TECH	600.00
03-00-59000	SAUK VALLEY BANK	LIBRARY LOAN PAYMENT	22,672.91
03-00-59010	SAUK VALLEY BANK	LIBRARY LOAN PAYMENT	3,156.58
	Total For Fund 03 LIBRARY FUND		36,052.67
Fund 04 PARK FUND			
04-00-55120	POWELL GRAVEL & EXCAVATING	GRADER/SKID STEER/ROLLER AT MILKY WAY	1,000.00
04-00-55120	POWER TREE & STUMP REMOVAL	PARK POINTE	5,000.00
04-00-55120	ACE HARDWARE OF HARVARD	JUNE PARK SUPPLIES	59.46
04-00-55120	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CO	16.63
04-00-55140	ACE HARDWARE OF HARVARD	JUNE PARK SUPPLIES	136.54
04-00-55140	AERO LOCK SERVICE	MECHANICAL ROOM LOCKS	133.00
04-00-55140	CHRIS KAPUS	BLEACHER REPAIR PARKS	255.00
04-00-55140	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CO	171.67
04-00-56050	ROCKET INDUSTRIAL	RETURN SUPPLIES	(126.58)
04-00-56050	ROCKET INDUSTRIAL	BATH TISSUE ROLL TOWEL	113.72
04-00-56050	ROCKET INDUSTRIAL	PARK PAPER PRODUCTS	45.34
04-00-56050	ROCKET INDUSTRIAL	PARK PAPER PRODUCTS	100.86
04-00-56050	ROCKET INDUSTRIAL	SOAP ANTIBAC	45.34
04-00-56050	ROCKET INDUSTRIAL	PAPER PRODUCTS PARKS	113.72
04-00-56150	COMMONWEALTH EDISON	900 E BROWN ST	87.25
04-00-56150	COMMONWEALTH EDISON	900 E BROWN	266.39
04-00-57020	GFL ENVIRONMENTAL	GROUNDWATER	88.25
04-00-57020	MARIA GABRIELA ORTIZ	PARK RENTAL REFUND	125.00
04-00-57070	APF ENTERTAINMENT	DOWN PAYMENT DOG PARTY	200.00
04-00-57070	APF ENTERTAINMENT	FINAL PAYMENT DOG PARTY	200.00
04-00-57070	SYNCB/AMAZON	PD/ADMIN/PARKS PURCHASES	207.56
04-00-58000	GRAINGER	BATTERY	262.18
04-00-58000	ACE HARDWARE OF HARVARD	JUNE PARK SUPPLIES	9.59

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
04-00-58000	GRAINGER	TRASH GRABBER STEEL	72.48
04-00-58000	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CO	229.99
04-00-58012	CHRISTOPHER B. BURKE	OSLAD GRANT/MILKYWAY PARK MASTER PLAN	818.50
	Total For Dept PARKS		9,631.89
Dept 07 POOL			
04-07-55180	BLUE RIBBON ELECTRICAL INC.	POOL PWR TO MOTORS	660.00
04-07-55180	GRAINGER	O-RING	23.46
04-07-55180	ACE HARDWARE OF HARVARD	JUNE PARK SUPPLIES	6.99
04-07-55180	HARTWIG PLUMBING & HEATING	POOL PUMP REPAIR	1,180.76
04-07-55180	BLUE RIBBON ELECTRICAL INC.	7/2/24 GO OVER CONTROL PUMPS	195.00
04-07-55180	CUTTING EDGE COMMUNICATIONS	REBOOTED WIRELESS PADDLE AT POOL	117.00
04-07-55180	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CO	334.96
04-07-56050	KIEFER AQUATICS THE LIFEGUARD STORE	SWIMSUITS	859.00
04-07-56050	QUILL	OFFICE SUPPLIES	55.09
04-07-56050	SYNCB/AMAZON	ADMIN/PD/PARKS PURCHASES	207.09
04-07-56050	ACE HARDWARE OF HARVARD	JUNE PARK SUPPLIES	155.92
04-07-56050	QUILL	ADMIN/PARK SUPPLIES	38.44
04-07-56050	QUILL	ADMIN/PD/PARK SUPPLIES	20.96
04-07-56050	SYNCB/AMAZON	PD/ADMIN/PARKS PURCHASES	174.73
04-07-56140	TMOBILE	MOBILE SERVICE 05/03/24-06/02/24	25.44
04-07-56140	CUTTING EDGE COMMUNICATIONS	PHONE SERVICE	46.80
04-07-56140	TMOBILE	ADMIN/PW/PD/PK CELL PHONES	25.44
04-07-56160	NICOR GAS	607 GALVIN PKWY	1,114.68
04-07-56290	HAWKINS INC	HYDROCHLORIC ACID	1,167.91
04-07-56290	HAWKINS INC	ZAONE	403.98
04-07-57010	CARD SERVICE CENTER	SAUK VALLEY CREDIT CARD	24.60
04-07-57010	WALMART COMMUNITY/GEMB	MONTHLY SUPPLIES	400.82
04-07-58000	BLUE RIBBON ELECTRICAL INC.	PVC AND TAPE	1,263.52
	Total For Dept 07 POOL		8,502.59
	Total For Fund 04 PARK FUND		18,134.48

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
Fund 14 MOTOR FUEL TAX			
14-00-55030	CHRISTOPHER B. BURKE	MARENGO RD BRIDGE ENG #4	7,859.27
14-00-55030	CHRISTOPHER B. BURKE	MARENGO RD ENG #9	7,462.46
14-00-55100	MORTON SALT	SALT 49.06 TON	1,877.53
14-00-55100	MORTON SALT	SALT 94.95 TON	3,633.35
14-00-55100	MORTON SALT	SALT 144.75 TON	5,538.44
14-00-55120	CURRAN CONTRACTING COMPANY	COLD PATCH	1,060.20
14-00-55120	CURRAN CONTRACTING COMPANY	COLD PATCH	1,393.45
14-00-55120	CURRAN CONTRACTING COMPANY	COLD PATCH	1,142.35
14-00-55120	CURRAN CONTRACTING COMPANY	COLD PATCH	1,176.45
14-00-55120	CURRAN CONTRACTING COMPANY	COLD PATCH	1,413.60
14-00-55120	CURRAN CONTRACTING COMPANY	COLD PATCH	1,258.60
	Total For Fund 14 MOTOR FUEL TAX		33,815.70
Fund 16 POLICE WELFARE			
16-00-57070	AT&T	SENIORS INTERNET	130.51
	Total For Fund 16 POLICE WELFARE		130.51
Fund 18 INSURANCE FUND			
18-00-55070	ILLINOIS PUBLIC RISK FUND	AUGUST WORKERS COMPENSATION	13,637.00
18-00-55070	SELECTIVE INSURANCE CO OF SOUTHEAST	FLOOD INSURANCE	3,190.00
	Total For Fund 18 INSURANCE FUND		16,827.00
Fund 70 WATER SEWER FUND			
Dept SW MM			
70-00-57002	CHRISTOPHER B. BURKE	LEAD WATER SERVICE LINE INVENTORY & PLAN	2,435.25
70-00-57002	POSTMASTER	LEAD LINE SURVEY MAILING	960.68
	Total For Dept SW MM		3,395.93
Dept 10 WASTEWATER			
70-10-54790	CINTAS LOC 19#M	UT/SW UNIFORMS	180.00
70-10-54790	USA BLUE BOOK	RAINJACKET	82.47
70-10-54790	VESTIS	UNIFORMS	10.31
70-10-54790	MATT GUNTER	BOOT REIMBURSEMENT -	125.00
70-10-55020	ADVANCED AUTOMATION & CONTROLS	GATEWAY ANTI-MALWARE	196.17
70-10-55020	ADVANCED AUTOMATION & CONTROLS	SCADA ALARMS	480.00
70-10-55020	PACE ANALYTICAL SERVICES LLC	HARVARD BACTERIA	105.00

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
70-10-55020	PACE ANALYTICAL SERVICES LLC	HARVARD WW	1,682.60
70-10-55022	ILLINOIS ENVIRONMENTAL	FY 2025 BILLING	17,500.00
70-10-55030	TROTTER AND ASSOCIATES INC	WTF IMP PH 1A - GRANT ADMIN	744.30
70-10-55030	TROTTER AND ASSOCIATES INC	WTF IMP PH 1A AFTER SUBSTANTIAL COMP	635.00
70-10-55030	TROTTER AND ASSOCIATES INC	WWTP GRANT ADMIN	218.00
70-10-55030	TROTTER AND ASSOCIATES INC	WWTP AFTER SUBSTANTIAL COMPLETION	2,168.50
70-10-55130	ADVANCE AUTO PARTS	SWEEPER	16.79
70-10-55140	SYNCB/AMAZON	METAL LOCKERS WASTE WATER	264.98
70-10-55140	SYNCB/AMAZON	SW/WWTP SUPPLIESS	29.81
70-10-55140	WALMART COMMUNITY/GEMB	MONTHLY SUPPLIES	80.00
70-10-55160	MAGUIRE IRON, INC.	TOWER PAINTING -HH ROAD TW #3	141,560.00
70-10-55190	USA BLUE BOOK	FLOATSWITCH	305.29
70-10-55190	UNITED LABORATORIES	WWTP BACT	1,041.80
70-10-55320	ACE HARDWARE OF HARVARD	WWTP SUPPLIES JUNE	56.69
70-10-55320	SYNCB/AMAZON	WW/UT SUPPLIES	128.65
70-10-56020	1ST AYD CORPORATION	NITRILE GLOVES	250.05
70-10-56020	HACH COMPANY	AA PHOSPHORUS	532.98
70-10-56020	HACH COMPANY	RR COD, TNT	503.10
70-10-56020	USA BLUE BOOK	GLOVES, STOPWATCH	156.13
70-10-56020	USA BLUE BOOK	STOPWATCH	21.52
70-10-56020	USA BLUE BOOK	SAMPLE CELL	771.94
70-10-56050	USA BLUE BOOK	FLITE LIGHTWEIGHT AEREX BOOTS	151.90
70-10-56060	QUILL	20/20L PAPER PUNCH	27.99
70-10-56060	SYNCB/AMAZON	SW/WWTP SUPPLIESS	30.85
70-10-56060	QUILL	SW OFFICE SUPPLIES	228.88
70-10-56060	SYNCB/AMAZON	WW/UT SUPPLIES	16.00
70-10-56140	TMOBILE	MOBILE 5/03/24-06/02/24	50.88
70-10-56140	WALMART COMMUNITY/GEMB	MONTHLY SUPPLIES	22.88
70-10-56140	TMOBILE	UT/SW FLEET FUEL	50.88
70-10-56150	COMMONWEALTH EDISON	320 COMANCHE CIR	100.71
70-10-56150	COMMONWEALTH EDISON	709 1/2 DEWEY ST	116.61
70-10-56150	COMMONWEALTH EDISON	827 GARFIELD ST	28.10
70-10-56150	DYNEGY ENERGY SERVICES	801 W BRINK	26.43

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
70-10-56150	DYNEGY ENERGY SERVICES	899 1/2 DIGGINS	76.70
70-10-56150	DYNEGY ENERGY SERVICES	36135B1 TRANSFORMER	26.20
70-10-56150	DYNEGY ENERGY SERVICES	1201 S DIVISION	65.59
70-10-56150	DYNEGY ENERGY SERVICES	309 1/2 S DIVISION	143.13
70-10-56150	DYNEGY ENERGY SERVICES	302 MARENGO RD	70.95
70-10-56150	DYNEGY ENERGY SERVICES	1306 NORTHFIELD	580.17
70-10-56150	DYNEGY ENERGY SERVICES	201 E FRONT ST	45.78
70-10-56150	DYNEGY ENERGY SERVICES	501 GALVIN PKWY	25.71
70-10-56150	NICOR GAS	807 W BRINK ST	90.07
70-10-56150	NICOR GAS	633 COUNTRY BROOK LN	47.43
70-10-56150	COMMONWEALTH EDISON	320 COMANCHE CIR	97.49
70-10-56150	COMMONWEALTH EDISON	20211 CROWLEY RD	65.78
70-10-56150	COMMONWEALTH EDISON	900 E BROWN ST	0.84
70-10-56150	COMMONWEALTH EDISON	850 W DIGGINS ST	470.31
70-10-56150	COMMONWEALTH EDISON	827 GARFIELD	27.87
70-10-56150	COMMONWEALTH EDISON	1000 FOREST DOWNS	275.13
70-10-56150	DYNEGY ENERGY SERVICES	633 COUNTRYBROOK	136.58
70-10-56150	DYNEGY ENERGY SERVICES	302 MARENGO RD	65.06
70-10-56150	DYNEGY ENERGY SERVICES	501 GALVIN PKWY	25.63
70-10-56150	DYNEGY ENERGY SERVICES	361352B1 TRANSFORMER	26.35
70-10-56150	DYNEGY ENERGY SERVICES	1306 NORTHFIELD	873.29
70-10-56150	DYNEGY ENERGY SERVICES	309 1/2 DIVISION	181.08
70-10-56150	DYNEGY ENERGY SERVICES	201 E FRONT	41.71
70-10-56150	DYNEGY ENERGY SERVICES	899 1/2 W DIGGINS	80.36
70-10-56150	DYNEGY ENERGY SERVICES	801 W BRINK ST	241.78
70-10-56150	DYNEGY ENERGY SERVICES	1201 S DIVISION	65.69
70-10-56150	DYNEGY ENERGY SERVICES	700 W. DIGGINS	167.64
70-10-56150	DYNEGY ENERGY SERVICES	2501 BAYBERRY	27.12
70-10-56160	NICOR GAS	633 COUNTRY BROOK LN	45.97
70-10-56160	NICOR GAS	801 W BRINK ST	441.09
70-10-56160	NICOR GAS	807 W BRINK ST	42.28
70-10-56160	NICOR GAS	808 E BROWN ST	178.12
70-10-56160	NICOR GAS	1500 WILLOW LN	47.84

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
70-10-56160	NICOR GAS	1000 FOREST DOWNS HARVARD	47.84
70-10-56160	NICOR GAS	807 W BRINK ST SLEDGE BLDG	138.52
70-10-56160	NICOR GAS	1000 FOREST DOWNS	48.09
70-10-56160	NICOR GAS	6817 HARVARD HILLS RD	28.08
70-10-56160	NICOR GAS	808 E. BROWN ST	163.50
70-10-56160	NICOR GAS	807 W. BRINK	44.29
70-10-56160	NICOR GAS	807 W. BRINK	64.70
70-10-56160	NICOR GAS	1500 WILLOW	47.34
70-10-56160	NICOR GAS	807 W. BRINK SLUDGE	73.63
70-10-56160	NICOR GAS	801 W. BRINK	294.27
70-10-56170	CERTIFIED LABORATORIES	SYSTEM PURGE	438.94
70-10-56170	KELLEY WILLIAMSON COMPANY	OIL	925.14
70-10-56170	OREILLY AUTOMOTIVE, INC	VEHICLE PARTS	11.98
70-10-56170	WEX BANK	FUEL PURCHASE	531.94
70-10-56290	HACH COMPANY	M-FC AGAR PLATES PK/15	632.00
70-10-56290	VIKING CHEMICAL COMPANY	CHOLRINE SODUM BISULFITE	1,159.00
70-10-57020	CARD SERVICE CENTER	SAUK VALLEY CREDIT CARD	246.64
70-10-57020	MERCY HEALTH SYSTEM	10 PANEL DRUG SCREEN	88.00
70-10-57020	ACE HARDWARE OF HARVARD	WWTP SUPPLIES JUNE	3.59
	Total For Dept 10 WASTEWATER		180,483.42
Dept 11 UTILITIES			
70-11-54790	CINTAS LOC 19#M	UT/SW UNIFORMS	354.34
70-11-54790	VESTIS	UNIFORMS	20.52
70-11-55130	ADVANCE AUTO PARTS	SWEEPER	539.32
70-11-55130	JON PAGLES DESIGN	DECALS FOR TRUCKS	316.47
70-11-55130	OREILLY AUTOMOTIVE, INC	VEHICLE PARTS	35.98
70-11-55130	ZARNOTH BRUSH WORKS, INC.	SWEEPER PARTS	1,060.50
70-11-55130	POMPS TIRE SERVICE INC.	TIRES	160.58
70-11-55130	1ST AYD CORPORATION	HPW SUPPLIES	152.88
70-11-55130	ALLDATA	REPAIR & ACCESS YEARLY SUBSCRIPTION	500.00
70-11-55200	CORE & MAIN	CULVERT PIPE	159.60
70-11-55200	CORE & MAIN	8 PVC SDR35 SWR PIPE	661.36
70-11-55200	CORE & MAIN	MAN HOLES	870.00

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
70-11-55200	CORE & MAIN	SEWER PIPE	1,498.00
70-11-55200	RANGER READY-MIX	LIBRARY CURB	200.00
70-11-55200	CORE & MAIN	PVC SWR PIPE	786.37
70-11-55200	RUSTY'S TRUCKING	SPOIL REMOVAL	896.87
70-11-55200	STANDARD EQUIPMENT COMPANY	WIRELESS HEADSEAT & COMHUB	1,878.76
70-11-55210	RUSTY'S TRUCKING	SPOIL REMOVAL	896.87
70-11-55210	STANDARD EQUIPMENT COMPANY	WIRELESS HEADSEAT & COMHUB	1,878.76
70-11-55321	CORE & MAIN	ADAPTERS	54.55
70-11-55321	CORE & MAIN	MASTIC ROLL, BOX RISER	138.58
70-11-55321	CORE & MAIN	SCREWS/RISERS/SEALANT	1,437.86
70-11-55321	CORE & MAIN	VALVE BOX RISER	72.00
70-11-55321	1ST AYD CORPORATION	HPW SUPPLIES	35.94
70-11-55321	RUSTY'S TRUCKING	SPOIL REMOVAL	896.87
70-11-55321	STANDARD EQUIPMENT COMPANY	WIRELESS HEADSEAT & COMHUB	1,878.80
70-11-56050	1ST AYD CORPORATION	SPRAY PAINT	556.00
70-11-56060	COPY EXPRESS INC.	S/W ENVELOPES	481.83
70-11-56060	SYNCB/AMAZON	WW/UT SUPPLIES	15.98
70-11-56080	POSTMASTER	SW PRESORT POSTAGE	320.00
70-11-56080	POSTMASTER	WATER BILLING POSTAGE	1,100.21
70-11-56140	TMOBILE	MOBILE 5/03/24-06/02/24	50.88
70-11-56140	CUTTING EDGE COMMUNICATIONS	PHONE SERVICE	23.40
70-11-56140	TMOBILE	UT/SW FLEET FUEL	50.88
70-11-56170	OREILLY AUTOMOTIVE, INC	VEHICLE PARTS	32.97
70-11-57020	1ST AYD CORPORATION	NITRILE GLOVES	250.15
70-11-57020	ACE HARDWARE OF HARVARD	STATEMENT 063024	62.97
70-11-58000	CORE & MAIN	RETURN OF WRONG METERS	(2,416.00)
70-11-58000	CORE & MAIN	WIRED DP	1,617.42
70-11-59000	AMALGAMATED BANK OF CHICAGO	WWTP LOAN PAYMENT	269,266.43
70-11-59010	AMALGAMATED BANK OF CHICAGO	WWTP LOAN PAYMENT	72,514.09
	Total For Dept 11 UTILITIES		361,308.99
	Total For Fund 70 WATER SEWER FUND		545,188.34

GL NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
Fund 81 SCHOLARSHIP			
81-00-55830	THE TROPHY STORE	SCHOLARSHIP PLAQUE	17.00
	Total For Fund 81 SCHOLARSHIP		17.00
Fund 83 SPECIAL REC. NISRA			
83-00-57020	NISRA	YEARLY MEMBERSHIP DUES	28,273.00
	Total For Fund 83 SPECIA REC. NISRA		28,273.00
	Fund Totals:		
		Fund 01 GENERAL	139,559.42
		Fund 03 LIBRARY FUND	36,052.67
		Fund 04 PARK FUND	18,134.48
		Fund 14 MOTOR FUEL TAX	33,815.70
		Fund 16 POLICE WELFARE	130.51
		Fund 18 INSURANCE FUND	16,827.00
		Fund 70 WATER SEWER FUND	545,188.34
		Fund 81 SCHOLARSHIP	17.00
		Fund 83 SPECIA REC. NISRA	28,273.00
		Total For All Funds:	817,998.12

City of
HARVARD

McHENRY COUNTY, ILLINOIS

Municipal Building • 201 Diggins Street • P.O. Box 310 • Harvard, Illinois 60033
815-943-6468 • Fax 815-943-4556 Web page: www.cityofharvard.org

July 9, 2024

«AddressBlock»

Re: *Sign Variation Petition*
62 North Ayer St., Harvard, IL 60033

Dear Property Owner:

Please be advised there will be a public meeting on Tuesday, July 23, 2024, at 7 pm, in the Community Hall, 203 W. Diggins St., Harvard, IL at which time the City Council will discuss a petition for a sign variation. The Petitioner, Zendavor Signs & Graphics Inc., on behalf of Community Health Partnership, is seeking City Council consideration for a variation to increase the allowable square footage for wall signage, for property located at 62 North Ayer St., pursuant to their petition.

City ordinance requires that all adjoining property owners of the subject property be notified by first class mail of the proposed variation. A copy of the petition is enclosed. Please feel free to attend the meeting to address any concerns you may have, or you may contact Alderman Charles Gorman at (815) 943-3810 or Alderwoman Lorena Lancaster at (773) 340-2227.

Sincerely,
CITY OF HARVARD

COPY

Lou Leone,
City Administrator

DAN/lam

Enc.

cc Alderman Charles Gorman
Alderwoman Lorena Lancaster
Community Health Partnership
Zendavor Signs & Graphics Inc.
Community Development Director Donovan Day
Code Enforcement Officer Anne Nutley





City of Harvard

Community Development Department
201 West Diggins Street - PO Box 310 – 60033 – 815-943-6468

To: Mayor Kelly & City Council

From: Donovan Day, Community & Economic Development Director

CC: Lou Leone, City Administrator

Date: July 23, 2024

RE: Sign Variance Petition for Community Health Partnership – 62 N. Ayer St.

Purpose and Action Requested

The Petitioner, Zendavor Signs & Graphics Inc., on behalf of Community Health Partnership, is seeking City Council's consideration for a variation to the allowable square footage allowed for wall signage.

Background/Discussion

Community Health Partnership is requesting a sign variance to permit the installation of new backlit channel letter signage honoring their Board Chairperson, Susana P. Castro, who has served CHP for over twenty (20) years. The proposed signage (attached) equals ninety (90) additional square feet. The Harvard Sign Ordinance allows for up to sixty-five (65) square feet for all wall signage. In 2022, CHP was granted a sign variation (Ordinance 2022-15 attached) of 165 square feet for a total of 230 square feet of signage. If approved, the total square feet of all signage would be 320 square feet.

Recommendation

The additional signage does not create a negative visual impact due to the expanse of brick façade the signage would be attached to. Therefore, staff recommends approving the request for a sign variance to add an additional ninety (90) square feet of signage to property commonly known as 62 N. Ayer St.

Attachments

- 1) Variation Application
- 2) Sign Renderings

**BEFORE THE CITY COUNCIL
OF THE CITY OF HARVARD
VARIATION PETITION - \$100.00**

VARIATION PETITION

Now Comes the Undersigned Petitioner(s) in the above-entitled matter and respectfully shows the Harvard City Council, under oath, as follows:

1. NAME OF PETITIONER(S): **Steven Hodel - Zendavor Signs and Graphics Inc.
Eleace Sawyers - CEO, Community Health Partnership of Illinois**

(Include all owners of record and/or all contract purchasers)
2. ADDRESS(S): **Zendavor Signs - 2251 W Altorfer Dr, Peoria, IL 61615
CHP - 205 W Randolph St, Suite #1350, Chicago IL 60606**
3. LOCATION OF THE PROPERTY SUBJECT TO THIS PETITION STREET ADDRESS:
62 N Ayer St, Harvard IL 60033
4. A Plat Plan or Drawing of the Subject Property indicating the size and location of the premises is attached hereto as "Exhibit I", and is incorporated herein by reference as if fully set forth.
5. Petitioner(s) has owned the property for **3 years**
6. The property described in "Exhibit I" is currently zoned Use District.
7. Petitioner(s) state that allowing this Petition will not impair an adequate supply of light and air to adjacent property, or unreasonably increase the congestion in public streets, or increase the danger of fire, or endanger the public safety, or unreasonably diminish or impair established property values within the surrounding area or in any other respect impair the public health, safety, comfort, morals and welfare of the inhabitants of the City of Harvard.
8. Petitioner requests a variation pursuant to section 1.15 of the Harvard Municipal Code for a variation from section: **14.04 - Part B**

9. Petitioner seeks to modify such requirements in the following manner:
(be specific):

We are looking to add (2) additional signs to denote the building as the "CHP Susana P. Castro Health Center". One sign is 37 SF, the other is 53 SF. The current signage is maxed out per the code & previous variance. A significant amount of signage on the building is on the Southeast corner, which used to be the primary entry point into the building, but it is no longer. That signage is not very useful for marking the building, as it is far away from the main entry point. Additional signage is needed on the north and east sides to properly denote the building. The building has (2) street-facing sides, as well as another side, which is the main entry side. Having this much public-facing building presents a unique challenge for denoting the building for clear communication to the public.

The new signage is tastefully color coordinated to the brick color.

10. It is stated that the strict application of the terms of this Ordinance imposes on Petitioner(s) practical difficulties or particular hardships.
11. For the reasons set forth above, your Petitioner(s) seek relief from the current Ordinance of the City of Harvard as set forth in this Petition and request the City of Harvard to set a specific date for hearing on said Petition.

Petitioner 

Petitioner 

Date: 7-6-2024

Please Complete the Highlighted Sections

City of Harvard Building Permit Application – Community Development Department			
201 W. Diggins St, Harvard, IL 60033 815-943-6468			
Permit #:	PIN: 01 - 35 - 405 - 004	Zoning:	
Township: <input checked="" type="radio"/> Chemung <input type="radio"/> Dunham Contractor's License:			
PROPERTY ADDRESS:		62 N Ayer St, Harvard IL 60033	
PROPERTY OWNER INFORMATION		PERMIT APPLICANT (if not property owner)	
Name: Community Health Partnership		Name: Zendavor Signs and Graphics Inc.	
Address: 62 N Ayer St, Harvard IL 60033		Address: 2251 W Altorfer Dr	
Phone: 312-795-0000		Peoria, IL 61615	
Email: dloboprotti@chpofil.org		Phone: 309-691-8822	
TYPE OF PERMIT <input type="radio"/> Residential <input checked="" type="radio"/> Commercial		Email: steve@zendavor.com	
<input type="radio"/> Addition	<input type="radio"/> Electrical Service	<input type="radio"/> Patio/Walkway/Stoop	<input type="radio"/> Other: Describe Below
<input type="radio"/> Alteration/Remodel	<input type="radio"/> Fence	<input type="radio"/> Roof	<input type="radio"/> Grading
<input type="radio"/> Deck	<input type="radio"/> Gazebo/Pergola	<input type="radio"/> Above Swimming Pool	<input type="radio"/> Garage
<input type="radio"/> Demolition	<input type="radio"/> HVAC: AC Unit/Furnace	<input type="radio"/> Inground Swimming Pool	<input type="radio"/> Shed
<input type="radio"/> Driveway	<input type="radio"/> Siding	<input type="radio"/> Sanitary Service	<input type="radio"/> Solar System
<input type="radio"/> Culvert	<input type="radio"/> Parking Lot	<input type="radio"/> Windows	<input type="radio"/> Irrigation System
<input type="radio"/> Misc. Electric	<input type="radio"/> Misc. Plumbing	<input type="radio"/> Doors	<input checked="" type="radio"/> Signage
Description of Work:		New exterior building signs	
Total Cost of Project: \$ 20,000		Additions-Garage-Shed-New Construction SqFt of Structure:	
CONTRACTOR INFORMATION (Contractors Must be Licensed by the City of Harvard)			
General Contractor Name: Put "Owner" if doing the work yourself		Zendavor Signs and Graphics Inc.	
Address: 2251 W Altorfer Dr, Peoria IL 61615			
Phone: 309-691-8822		Email: steve@zendavor.com	
Electrical Contractor Name:			
Address:			
Phone:		Email:	
Mechanical Contractor Name:			
Address:			
Phone:		Email:	
Plumbing Contractor Name:			
Address:			
Phone:		Email:	
Roofing Contractor Name:			
Address:			
Phone:		Email:	

*Additional contractors may be provided on a separate page

Permit Fees (For Office Use Only)				APPLICANT SIGNATURE:	
Building	\$	Plumbing	\$	X <i>Steven Proehl</i>	DATE: 7-1-2024
Electric	\$	Engineer	\$		
HVAC	\$	S/W	\$		
Plan Review	\$	Impact Fees	\$		
Cont. License	\$	Other	\$		
TOTAL PERMIT FEE: \$				Inspector Signature:	DATE:

*Minimum 24-Hour Notice for Inspections

MAIN ENTRANCE SIDE

Face lit channel lettering on a raceway

White LED internal lighting

FACES: PMS 727 digital print backlit vinyl

RETURNS: 3" deep aluminum

BACKS: 3mm ACM aluminum

TRIM CAP: 1" wide, hunter green

RACEWAY: painted to match bldg color - PMS 2321 brown

15.26in
CHP Susana P. Castro Health Center
350.18in



ZENDAVOR
SIGNS & GRAPHICS

2251 W. Altorfer Dr. • Peoria, IL 61615
309.691.8822 • Email: sales@zendavor.com

AYER ST SIDE

Face lit channel lettering on a raceway

White LED internal lighting

FACES: PMS 727 digital print backlit vinyl

RETURNS: 3" deep aluminum

BACKS: 3mm ACM aluminum

TRIM CAP: 1" wide, hunter green

RACEWAY: painted to match bldg color- PMS 2321 brown

17.9in
425.22in
CHP Susana P. Castro Health Center



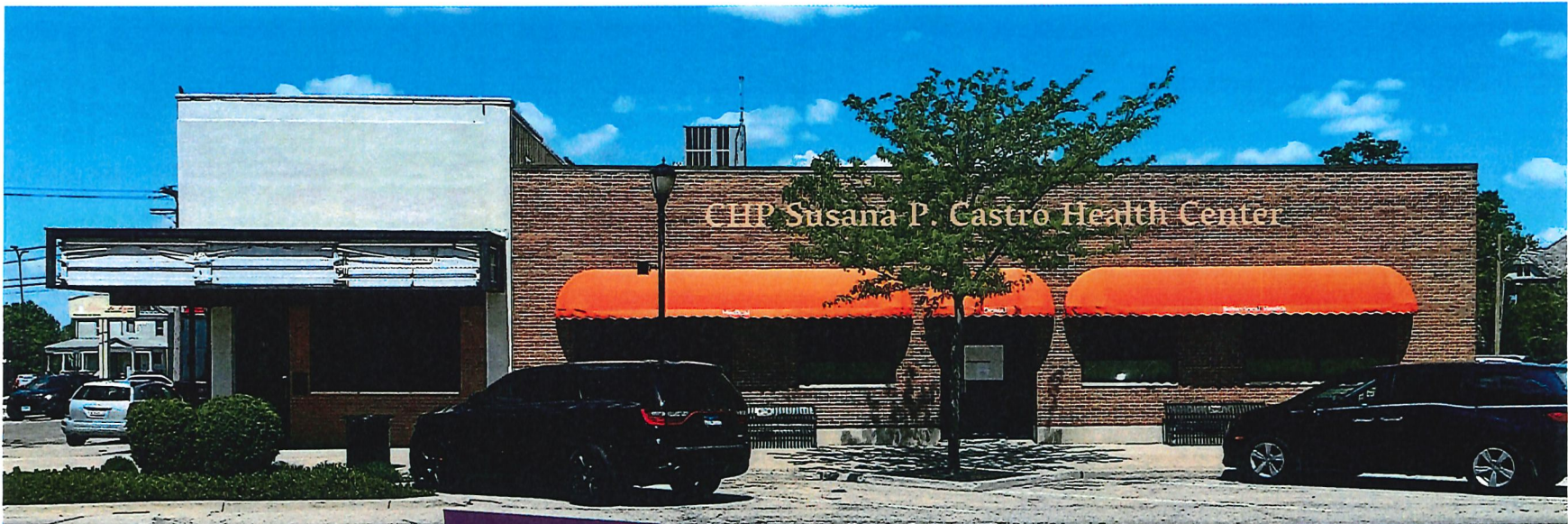
ZENDAVOR
SIGNS & GRAPHICS

2251 W. Altorfer Dr. • Peoria, IL 61615
309.691.8822 • Email: sales@zendavor.com

MAIN ENTRANCE SIDE - Lit channel lettering



AYER ST SIDE - Lit channel lettering



Parcel Number	Owner	Mail To Address 1	Mail To City
01-35-408-003	ANGELO DI GIACOMO	73 N AYER ST	HARVARD, IL 60033
01-35-408-005	ABRAHAM LINCOLN BLDG LLC	245 MCHENRY AVE	WOODSTOCK, IL 60098
01-35-408-006	MLH HSA LLC	22 N AYER ST	HARVARD, IL 60033
01-35-408-007	DESIGN COACH LLC	8817 FERRIS RD	HARVARD, IL 60033
01-35-408-010	REP PROP LLC	15215 MACINTYRE LN	WOODSTOCK, IL 60098
01-35-405-006	SAUNDERS LYNN E DECL OF TR	107 W SUMNER ST	HARVARD, IL 600332844
01-35-405-003	HARVARD AF AM CO	PO BOX 727	HARVARD, IL 60033
01-35-407-003	TSBG PROP LLC N AYER ST	7526 HANCOCK DR	WONDER LAKE, IL 60097
01-35-411-001	G J PREMIER PROP LLC	55 N AYER ST	HARVARD, IL 60033

**Cow Tippers Front Street Tap, Inc.
106 East Front Street
Harvard, Illinois 60033**

July 18, 2024

City of Harvard
201 West Diggins Street
P.O. Box 310
Harvard, Illinois 60033

Attn: Mayor Michael Kelly and City Council

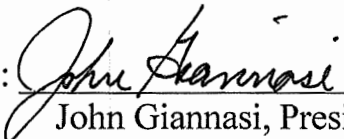
Dear Mayor Kelly:

Please accept this letter as my surrender of my liquor license for my establishment located at 106 East Front Street Harvard, Illinois 60033 as part of my current efforts to sell my business and building to Nikunj "Nick" Patel.

This surrender is contingent upon our completion of the sales, and if our sales do not proceed, this Surrender to be of no force and/or effect, and I shall be able to retain my license accordingly.

Current plan is to close as soon as possible following Mr. Patel's procurement of approval for his liquor license.

Cow Tippers Front Street Tap, Inc.

By: 
John Giannasi, President

City of
HARVARD

POLICE DEPARTMENT

203 West Diggins Street * Harvard, Illinois 60033
Administration 815-943-4431 Dispatch 815-363-2130
Web Page www.cityofharvard.org

Liquor License
Background Investigation

BUSINESS NAME: Lucky Corner 7

Address / Phone: 106 E. Front Street Harvard, IL 60033 – 224-766-1503

Incorporated? When?: Yes, 06-24-2024

Corporation Name: Gunatitraj Harvard, Inc

City of Harvard Liquor License: *N/A- Applying For*

State of Illinois Liquor License: *N/A*

OWNER/CORPORATE OFFICER/MANAGER NAME / DOB:

Owner- Nikunj Patel DOB 11/12/1987

Corp. Officer- Dhara N. Patel DOB 05/05/1988

Address / Phone: 1153 Regal Dr. Crystal Lake, IL 60014// Tx: 224-766-1503

Driver's License: P340-6208-7331// P340-1748-8729

Leads: Clear

Criminal History: No Record

McHenry County Circuit Clerk: See attached report

PSIMS: See attached report

TLO Report- No liens or judgements.

PSIMS Reports

Nikunj Patel (DOB 11/21/1987) appeared in PSIMS under numerous reports, the oldest from 2018. The following is a result of the aforementioned search, and the corresponding report numbers.

Agency/Report Number/Description/Involvement

Fox River Grove -FRG-23-1820 – Document Service to establishment from Liquor Commission of Fox River Grove (Mentioned)

Fox River Grove- FRG-24-5- Battery – (Victim)



Direct all correspondence to the Chief of Police

City of
HARVARD

POLICE DEPARTMENT

203 West Diggins Street * Harvard, Illinois 60033
Administration 815-943-4431 Dispatch 815-363-2130
Web Page www.cityofharvard.org

PSIMS Reports (Continued)

Fox River Grove- Traffic Stop- Warning (Offender)

Fox River Grove- FRG-22-1935- Civil Matter- Payment dispute- (Involved)*

Fox River Grove- 2022 – Traffic Stop- Warning (Offender)

Fox River Grove – FRG-22-139- Civil Dispute/Payment Dispute- (Involved)*

Fox River Grove – FRG-22-76- Civil Issue/Theft/Payment Dispute (Involved) *

McHenry County Sheriff's Office- 2018- Traffic Stop- warning- (Offender)

*In all three of these cases, Mr. Patel is the subject who is reportedly withholding or refusing to pay contractors. In FRG-22-76, Mr. Patel hired a painter/contractor to paint his establishment, however the painting supplies were reported stolen from the premises. The painter and one other contractor both state to Fox River Grove Police that they provided services and work for Mr. Patel but were never paid. This appears to be a common theme among these starred * cases.

McHenry County Circuit Clerk Report

Nikunj Patel's driver's license is valid, however he has several infractions on his record according to the McHenry County Circuit Clerk website, the last being in 2023, where he was stopped in Algonquin, IL on a Misdemeanor Speeding Charge 35+ mph over the posted speed limit. There is nothing significant of note on Dhara N. Patel's record checks.

Respectfully Submitted by:



Carmen M. Sacco
Deputy Chief of Police



Direct all correspondence to the Chief of Police

Recd Date: 6/27/24
 Recd From: PBRN Corp
 Amt Recd: 500
 Pmt Type: Cash ACR / MO / CC
 CR/MO Number: #2401

CITY OF HARVARD
LIQUOR & TOBACCO LICENSE APPLICATION
FISCAL YEAR 2024/2025

TOTAL LICENSE FEE:

Liquor: \$1,300.00
 (See Section 25.06 for License Classifications/Fees)

Saturday Extended Hrs. Fee \$1,000 Sunday Extended Hrs. Fee \$1,000
 Non-refundable Application Fee \$500 ✓ @ #2401 One Time License Fee \$10,000
 Beer Garden Certificate Fee Video Gaming/\$25 ea. machine
 Tobacco \$100
 Counter Vending

State License Number & Expiration Date		Current City of Harvard License #	
Business Name <u>Gunakitzu Harvard Inc</u>		Business Phone <u>224-766-9057</u>	
Business Address <u>106 E Front St #2832, Harvard IL, 60033</u>		City <u>HARVARD</u>	State Zip <u>IL 60033</u>
Provide statement as to nature and character of advertising done or proposed in order to attract customers.			

Owner's Legal Name <u>NIKUNJ PATEL</u>		Home Address <u>153 Reynold Dr</u>	City <u>CONSTITUTION</u>	State <u>IL</u>	Zip <u>60074</u>
		Driver's License or State ID No.			
Date of Birth <u>11/21/1982</u>	Place of Birth <u>India</u>	Citizenship <input checked="" type="checkbox"/> U.S. Citizen <input type="checkbox"/> Naturalized Citizen*			
*If Naturalized Citizen, MUST attach a copy of Certificate of Naturalization					
Home Phone		Cell Phone		Primary E-Mail	
Have you ever been convicted of a criminal offense or local ordinance? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, describe offense and penalties assessed:					
Previous Business Names and Addresses:					

Corporation or Limited Partnership Name <i>Funatitruj Harvard Inc</i>		Sole Proprietorship (Assumed Name)	
Date of Incorporation <i>06/24/2024</i> (MUST attach Articles of Incorporation)		If Sole Proprietorship, MUST attach copy of Assumed Name Publication Notice with McHenry County Clerk and Certificate of Publication	
DBA Name <i>LUCKY CORNER 7</i>			
EIN <i>99-3664141</i>		Illinois Business Tax No./Expiration Date	
Corporation Address <i>153 Royal Dr</i>		City <i>CRYSTAL LAKE</i>	State <i>IL</i> Zip <i>60014</i>

Name & Address of Other State or Local Licensed Premises: <i>LUCKY Jerry's of Calor, LUCKY LUT'S, JUBA BORD RESTAURANT.</i>	
Has any previous license by the City or any jurisdiction ever been suspended or revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No	

RESIDENT MANAGER

Legal Name		Home Address		City	State	Zip
		Date of Birth		Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone	Primary E-Mail			

RIGHTS TO THE PROPERTY

<input checked="" type="checkbox"/> I hereby certify that property is owned by applicant <input type="checkbox"/> I hereby certify that property is leased from landlord <input type="checkbox"/> I hereby certify that property is managed via an operating or management agreement						
Landlord Name		Address		City	State	Zip
Home Phone	Work Phone	Cell Phone	Primary E-Mail			

CERTIFICATE OF INSURANCE

Applicant must provide a Certificate of Insurance showing liquor and general liability pursuant to the requirements in Section 25.10 of the Harvard Municipal Code.

CORPORATE OFFICERS

Legal Name Dhru Patel		Home Address 153 Royal Dr	City (M) Fullerton	State IL	Zip 60014
		Date of Birth 05/05/1988	Driver's License or State ID No. A		
Home Phone 224-766-1503	Work Phone -	Cell Phone 224-766-1503	Primary E-Mail PBRHARY@gmail.com		

Legal Name		Home Address	City	State	Zip
		Date of Birth	Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone	Primary E-Mail		

Legal Name		Home Address	City	State	Zip
		Date of Birth	Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone	Primary E-Mail		

Legal Name		Home Address	City	State	Zip
		Date of Birth	Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone	Primary E-Mail		

Has any of the information on this application changed from last year?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please indicate which section(s) (i.e. corporate officers, resident manager, etc.)	NA

SIGNATURE/TITLE/DATE

I, the undersigned applicant or authorized agent thereof, swear or affirm that: the matters stated in the foregoing application are true and correct. They are made upon my personal knowledge and information; they are made for the purpose of requesting the City of Harvard to issue the license herein applied for; the applicant is qualified and eligible to obtain the license applied for; and the applicant will not violate any of the laws of the City of Harvard, the United States of America, or the State of Illinois, in particular Chapter 25, Alcoholic Liquor Dealers, of the City of Harvard Municipal Code Book.

Further, I agree to notify the City of Harvard within 30 working days of changes in any of the above information.

Patel N. J.
Signature of Applicant

President
Title/Position

6/27/2024
Date

City of
HARVARD

POLICE DEPARTMENT

203 West Diggins Street * Harvard, Illinois 60033
Administration 815-943-4431 Dispatch 815-363-2130
Web Page www.cityofharvard.org

Administrator Leone,

I am writing this request on behalf of all union members the Harvard Police Department, Fraternal Order of Police Lodge #134. Recently, we as a collective voted on whether we wanted additional safety equipment available to all officers of the department. A majority decision was made to purchase two active shooter kits which consist of a vest carrier, black in color, that holds ceramic rifle rated body armor plates. These vests will be stored in the equipment room of the Harvard Police Department and will be available for officers to "check-out" the equipment while they work their tour of duty. This additional equipment will add a layer of protection against larger active shooter threats than standard police issued soft body armor can provide. These vests are extra equipment that the FOP is willing to fund and donate to the City of Harvard with a goal of better equipping our officers so that they can serve the City of Harvard to the best of their abilities and provide the best service possible, regardless of the threat.

Thank you,

Sergeant Eric See
Harvard Police Department
203 W. Diggins St.
Harvard, Illinois 60033
(815)-943-4431



Direct all correspondence to the Chief of Police

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



To: Administration Committee

From: Rob Lamz, Superintendent of Public Works

Date: July 3, 2024

Re: Vac-con Repairs

In the City's motor pool, we have a piece of specialized equipment purchased in 2022. This piece of machinery is a 2016 Freightliner with a Vac-Con Positive Displacement Combination unit body build, with a jetter hose, hydro excavating equipment, and debris body for cleaning and maintaining our underground infrastructure. This machine has been indispensable since purchase but does come with some history.

The truck was purchased in May of 2022 for \$250,000 as-is, with no warranty. From the onset, the machine was not without its problems. Initial use and inspection found loose connections, missing hardware, scattered hardware, and loose hydraulic lines resulting in total fluid loss at the first day of operation. Staff completed repairs to keep the truck on the road. The blower drive had leaks, o-rings blew out, coolant issues, aux engine harness was disconnected, blower tube was disconnected, wash down pump was loose, broken flex plates, and power issues with the chassis.

The blower unit failed on this less than a year after taking ownership, with EJ covering some of the parts, but the City still having to pitch in approximately \$13,000 for that repair.

The biggest issue with the truck was that we did not receive title to the unit until nearly two years later, with the City of Harvard just becoming the official owner this year after many emails and attempts to rectify the situation. During this conversation with the president, they offered to look over the machine to help rebuild good faith. They were able to fix some of the issues and did good will about \$13,350 of the charges and have left us with a new demo unit as a rental, but are unwilling to cover the cost of rebuilding the blower again, this time at a cost of \$22,652.

As this amount is over the authority limits of the purchasing policy, this item needs to be brought forth to the Administration committee for discussion and consideration.

ORDINANCE NO. 2024 –

An Ordinance Declaring Surplus Personal Property Owned by the City of Harvard and Authorizing the Sale of Said Personal Property

WHEREAS, in the opinion of a simple majority of the corporate authorities then holding office in the City of Harvard, McHenry County, Illinois, that it is no longer necessary or useful to or for the best interests of the City of Harvard to retain certain personal property now owned by the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the CITY OF HARVARD, McHenry County, Illinois, as follows:

SECTION 1: Pursuant to 65 ILCS 5/11-76-4 of the Illinois Municipal Code, the Mayor and City Council find that certain personal property owned by the City of Harvard and described in Exhibit A is no longer necessary or useful to the City of Harvard and is hereby declared surplus property.

SECTION 2: Pursuant to 65 ILCS 5/11-76-4, the City Administrator is authorized and directed to sell or dispose of the personal property described in Exhibit A.

SECTION 3: If any section, paragraph, subdivision, clause, sentence, or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Aye:

Nay:

Absent:

Abstain:

APPROVED:

Mayor Michael P. Kelly

(SEAL)

ATTEST: _____
City Clerk Lori Moller

Passed:

Approved:

Published: In Pamphlet Form

CERTIFICATION

I, LORI MOLLER, do hereby certify that I am the duly elected, acting and qualified Clerk of the City of Harvard, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Aldermen of said City of Harvard.

I do hereby further certify that at a regular meeting of the Mayor and Aldermen of the City of Harvard, held on the 23rd day of July, 2024, the foregoing Ordinance entitled: *An Ordinance Declaring Surplus Personal Property Owned by the City of Harvard and Authorizing the Sale of Said Personal Property* was duly passed by the Mayor and Aldermen of the City of Harvard.

The pamphlet form of Ordinance No. 2024- _____ including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the _____ day of _____, 2024, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and corporate seal of the City of Harvard this _____ day of _____, 2024.

Lori Moller, City Clerk
City of Harvard,
McHenry County, Illinois

(SEAL)



City of Harvard

Community Development Department
201 West Diggins Street 60033 – 815-943-6468

To: Mayor Kelly & City Council

From: Donovan Day, Community & Economic Development Director

CC: Lou Leone, City Administrator

Date: July 23, 2024

RE: Proposed Downtown TIF District

Purpose and Action Requested

Staff is seeking City Council's consideration for a proposed Tax Increment Finance District (TIF) that encompasses the former City Hall/Police Station and other properties in the downtown area.

Background/Discussion

On November 28, 2023 the City Council passed an Inducement Resolution (2023 R-120) for the owners of the old City Hall and Police Department property commonly known as 205 W. Front St. The Resolution allows the current owner to begin tracking eligible costs while the City works to create a TIF for the property. Since Illinois law requires a TIF to be a minimum of 1.5 acres and the subject property is .6 acres, staff is proposing to expand the area to include properties that are in need of revitalization and/or could be beneficial for future expansion of the downtown area. The proposed area is depicted on the attached map.

A proposal from Teska Associates is also attached, and if approved, allows Teska to perform the TIF Eligibility Study and Project Redevelopment Plan. An outline of the process is included in the proposal from Teska Associates. Costs associated with the creation of the TIF are reimbursable after the TIF is created.

In April of 2024, the Community Development recommended to forward the proposal and proposed TIF area onto City Council for consideration.



February 27, 2024

Donovan Day
Community development Director
City of Harvard
201 W. Diggins Street
Harvard, IL 60033

RE: TIF Consulting Services

Donovan:

Please accept the following proposal for services relating to the evaluation/creation of a new Tax Increment Financing (TIF) District in the City of Harvard. I am excited about the possibility of working with the City to put in place the tools needed to see this area (re)developed.

This project will involve evaluation for TIF eligibility of an area roughly including parcels within the downtown area and parcels along Diggins Street to the west of the downtown, as shown on the attached maps. However, a final boundary is subject to change throughout the process as determined by the eligibility of parcels within the initial study area.

The following scope propose: a multiple phase approach, where Teska will perform an eligibility study first to determine qualification of the area, and the City will not have to commit to further expense until you are satisfied that the proposed area will qualify for designation as a new TIF district. If the area does not qualify for designation, or it is determined that the proposed TIF will not accomplish the City's goals, or for any other reason, the process my be terminated.

We understand the confidential nature of thi project and are committed to working with you to quickly evaluate eligibility of the area and develop options for a redevelopment plan and program. We estimate an approximate four (4) to six (6) month time frame from project initiation to approval of a new TIF district, and a not-to-exceed fee of **\$30,000** (or \$35,000 if a housing study is required). If the proposed new TIF district is eventually adopted, associated fees to establish the TIF are considered a TIF eligible expense and can be reimbursed to the City.

Attached is a recommended scope of services, following all requirements of the Illinois TIF Act. I have personally worked with communities all throughout the State on the creation of well over fifty (50) TIF districts, and I would be happy to provide you with additional references or recent TIF project summaries as desired. Should you have any questions, feel free to give me a call at 847.563.9485 or e-mail at Plosue@TeskaAssociates.com.

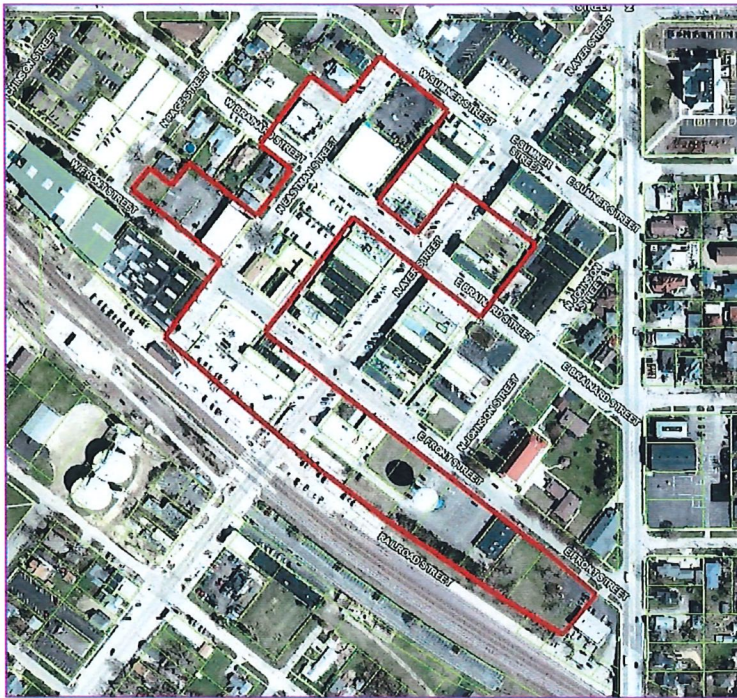
Sincerely,

A handwritten signature in blue ink, appearing to read 'Pete Iosue', is written over a light blue horizontal line.

Pete Iosue, AICP
Associate Principal

teska associates inc

24103 West Lockport Street, Unit 107, Plainfield, IL 60544 office 815 436-9485 www.TeskaAssociates.com



Proposed study area (east/downtown)

Tax Increment Financing (TIF) SCOPE OF SERVICES

The process for creating a new TIF district for the Study Area is clearly defined in Illinois Statutes and typically takes approximately four (4) to six (6) months to complete. We propose a multi-phase approach to evaluate the area, including the following steps:

PHASE 1: ELIGIBILITY FINDINGS REPORT

1.1 Kick-Off Meeting. Teska will meet with the City (either in person or conference call/zoom) to discuss the project. Discussion topics will include the proposed area to study (the Study Area), project phasing, meeting schedules, process (public notices, etc.) and adoption.

1.2 Eligibility Field Inventory. Teska will conduct a field survey of the Study Area as determined in Phase 1.1, in order to identify the existing land uses, site conditions, above ground public infrastructure conditions, and the characteristics of any existing buildings (if any) in accordance with the eligibility criteria contained in the Act. A selective photographic inventory of the properties covered in the field survey of the Study Area will be prepared.

1.3 Background Data Collection and Analysis. Teska will work with the City (and the appropriate township and Cook County departments as necessary) to obtain supplemental information from official records related to the eligibility of the proposed Study Area. Supplemental information includes base maps with tax identifiers, ages of structures, presence of illegal uses, documented code violations, occupancy and vacancy status of structures, infrastructure deficiencies, equalized assessed values, and tax delinquencies. The information obtained through the field survey and through the review of pertinent documents will be tabulated and analyzed to ensure that the proposed Study Area is eligible as a Redevelopment Project Area in accordance with the Act.

1.4 Eligibility Findings Report. A draft report will be prepared for the Study Area which will outline the eligibility status of the parcels included in the proposed TIF district. The report will include maps to show the proposed TIF boundary, and any documented eligibility criteria existing within the Study Area.

1.5 Eligibility Review Meeting. Teska will meet with the City, to review the draft Eligibility Findings Report, determine the final boundary for a new TIF district, and discuss the process of moving forward with the preparation of a Redevelopment Plan, and plan adoption.

If the Eligibility Findings Report concludes that the Study Area is not eligible for TIF designation, the process can be ended at this point and we will not proceed on to Phase 2, incurring no additional expense to the City.

PHASE 2: PROJECT REDEVELOPMENT PLAN

2.1 Plan Preparation. Teska will prepare a Redevelopment Plan for the Project Area, as determined in Phase 1.5, that will include all required plan elements as outlined in the Tax Increment Allocation Redevelopment Act (Chapter 65 ILCS 5/11-74.4-1, et seq.) of the Illinois Statutes as amended. Highlights of the Redevelopment Plan's elements will include:

- Project Area boundary description, and corresponding maps and related exhibits;
- Redevelopment Plan and Program goals and objectives;
- Proposed Project Area land use plan, infrastructure, and public improvements;
- Examination of key redevelopment sites within the Project Area; and
- Proposed TIF Budget based on projected incremental revenue through the life of the TIF.

2.2 Identification of Public Notice of Meetings. Teska will identify the property owners of record and subsequent public notice lists for all properties located within the Redevelopment Project Area, and all residential properties located within the Project Area, and within 750 feet, as required by the Act. Teska will prepare all required notice letters.

The City must execute all required mailed and published public notifications of Joint Review Board and other required public meetings and hearings as described in state statutes and shall keep complete records of these notices. Teska has an ongoing relationship with a mailing house that can handle the required mailings for an additional nominal fee plus postage costs at the City's request.

2.3 Report Submittal and Review. A draft Redevelopment Plan will be prepared and submitted for review by the City. Teska will attend one (1) meeting to review and discuss the draft Redevelopment Plan. Teska will revise the draft Redevelopment Plan as necessary and create a Final Draft version of the Redevelopment Plan suitable for the TIF adoption process outlined in Phase 3.

PHASE 3: HOUSING IMPACT STUDY (IF REQUIRED)

TESKA will prepare a Housing Impact Study, if required. The Act requires that a Housing Impact Study be prepared if there are ten (10) or more residential units to be relocated, or seventy-five (75) or more residential units located within the Project Area. If it is determined that a housing impact study is required, Phase 3 will be conducted simultaneously with Phase 1 and Phase 2.

3.1 Housing Field Inventory.

TESKA will conduct a field survey of the parcels in the proposed Project Area (as identified in Task 1.2) to identify all residential properties within the Project Area and the approximate number of residents affected by the Redevelopment Plan. (This field inventory will be combined with the eligibility field study to reduce costs to the City).

3.2 Housing Impact Study.

A draft Housing Impact Study will be prepared which will outline the type of residential units (single-family, multi-family, etc.), number of bedrooms (if available), occupancy, and racial/ethnic background of residents. The most recent data from the federal census, American Community Survey will be the primary source of the demographic data, except for occupancy, which will be based on field observations and direct contact, where possible, with landlords for multi-family properties. The Housing Impact Study will also focus on any potential removal of housing units, potential relocation assistance, and the availability of replacement housing.

3.3 Public Meeting.

One (1) additional public meeting is required if the proposed Project Area necessitates preparation of a Housing Impact Study. This meeting would occur prior to mailing notice of the public hearing. TESKA will assist the City in preparation of required notices and attend the public meeting to present the proposed redevelopment plan and answer questions from the public.

PHASE 4: ADOPTION OF REDEVELOPMENT PROJECT

4.1 Coordinate with City Attorney. Teska will coordinate with the City Attorney to create a timeline for the adoption of the TIF and assist with the preparation of the required public notices and approval ordinances.

4.2 Joint Review Board Meeting. The City will convene a Joint Review Board (JRB) meeting for the Project Area as required by TIF statute. Teska will provide written notification along with a copy of the draft documents to the affected taxing districts and attend the meeting of the JRB to present the findings of the Redevelopment Plan and associated Eligibility Findings Report.

4.3 Public Notice of Meeting. In advance of this task, Teska will have prepared and will provide to the City, a taxpayer of record list for each Property Identification Number (PIN) within the Redevelopment Project Area. The City will be responsible for the mailing of the public notices for the public hearing.

4.4 Public Hearing. Teska will participate in one (1) formal public hearing as required by Illinois Revised Statutes to discuss the proposed TIF Plan and Program, discussion points from the Joint Review Board Meeting, and respond to questions from the public.

4.5 City Council Deliberation. Teska will participate in one (1) City Council meeting to answer any remaining questions and assist with the TIF adoption process.

4.6 Revisions. Teska will perform revisions to the draft Eligibility Study and draft Redevelopment Plan as necessary, based on comments from the public hearing, Joint Review Board meeting, and City Council recommendations. Teska will submit a final Redevelopment Plan and associated Eligibility Findings Report, in print and electronic format.

4.7 Filing of Required Documents. Teska will assist the City in submitting all required forms and data to Cook County and the Illinois Department of Commerce and Economic Opportunity.

Continuing TIF Services. *Teska can assist the City with annual Joint Review Board meetings and/or the filing of annual TIF reports to the Illinois Department of Commerce and Economic Opportunity as required by the Act. Teska can also assist the City with review of proposed TIF projects and requests for TIF assistance by property owners and developers within the existing and/or newly established redevelopment project area.*



City of Harvard
Community Development Department
201 West Diggins Street 60033 – 815-943-6468

To: Mayor Kelly and City Council

From: Donovan Day, Community & Economic Development Director

CC: Lou Leone, City Administrator

Date: July 23, 2024

RE: Resolution to Induce the Redevelopment of Property Located at 1201-1299 S. Division St.

Purpose and Action Requested

Staff is seeking City Council's consideration to approve the attached Resolution to induce the redevelopment of property commonly known as 1201-1299 S. Division St.

Background/Discussion

The city has been in discussion with the property owner for 1201-1299 S. Division St. regarding a Tax Increment Financing District (TIF) to assist the owner with the cost to revitalize the property to attract end-users for the vacant spaces.

The attached handout from IML describes what a TIF is and expenses that are eligible for reimbursement. As the city moves towards finalizing a proposed TIF, we expect to enter into a full Redevelopment Agreement with Midwest Real Estate Holdings that would outline the details for the project, and the funding levels from the TIF that would be reimbursed to the developer. At this time, the Inducement Resolution only allows for the property owner to begin tracking their costs for reimbursement after the TIF is established. Any improvements made to the building before adoption of the Inducement Resolution are not eligible for reimbursement.

The Community Development Committee discussed the proposed South Division St. TIF District at their meeting held on July 16, 2024, and recommended to move forward with the Inducement Resolution, but wanted to further define the TIF District area at a future meeting. The attached Resolution includes Exhibit A showing the proposed District Area which includes the subject parcels owned by Midwest Real Estate Holdings, but properties outside that area may be added or removed.

Recommendation

Staff recommends the City Council approve Inducement Resolution 2024-R-113.

CITY OF HARVARD

RESOLUTION NO. 2024-R-113

**A RESOLUTION OF THE CITY OF HARVARD, MCHENRY COUNTY,
ILLINOIS, TO INDUCE THE REDEVELOPMENT OF CERTAIN PROPERTY
WITHIN A PROPOSED REDEVELOPMENT PROJECT AREA**

**ADOPTED BY THE MAYOR AND CITY COUNCIL
OF THE
CITY OF HARVARD**

THIS _____ DAY OF _____, 2024.

**PUBLISHED IN PAMPHLET FORM BY THE AUTHORITY OF THE MAYOR AND
CITY COUNCIL OF THE CITY OF HARVARD, ILLINOIS**

THIS _____ DAY OF _____, 2024

Resolution No. 2024-R-113

**RESOLUTION OF THE CITY OF HARVARD, MCHENRY COUNTY, ILLINOIS, TO
INDUCE THE REDEVELOPMENT OF CERTAIN PROPERTY WITHIN
A PROPOSED REDEVELOPMENT PROJECT AREA**

WHEREAS, the City of Harvard, McHenry County, Illinois (the “*City*”) is a non-home rule municipality created in accordance with the Constitution of the State of Illinois and as such has authority to promote the health, safety and welfare of the City and its citizens; authority to encourage private investment in industry, business and housing thereby enhancing the tax base of the City; authority to ameliorate blight; and, authority to enter into contractual agreements with third persons to achieve these purposes; and,

WHEREAS, pursuant to the Tax Increment Allocation Redevelopment Act of the State of Illinois, 65 ILCS 5/1174.4-1, *et seq.*, as from time to time amended (the “*TIF Act*”), the Mayor and City Council of the City (collectively, the “*Corporate Authorities*”) are empowered to undertake the redevelopment of a designated area within its municipal limits in which existing conditions permit such area to be classified as either a “conservation area” or “blighted area” (or a combination thereof) as defined in Section 11.74.4-3(a) of the TIF Act; and,

WHEREAS, the City is contemplating the utilization of the TIF Act to incentivize the redevelopment of certain real property generally depicted on *Exhibit A* attached hereto and made a part hereof, to be designated the South Division Redevelopment Project Area (“*Proposed Project Area*”); and,

WHEREAS, Midwest Real Estate Holding, a limited liability company of the State of Illinois, has submitted a proposal to the City that it acquired and desires to redevelop the property commonly known as 1201 S Division St. Units 1201-1263 and 1265 S. Division St. Units 1265-1299, Harvard, Illinois, consisting of approximately 11 acres (the “*Subject Property*”) as a multi-tenant commercial business building (the “*Project*”); and,

WHEREAS, the Developer has also informed the City that the ability to undertake this Project requires financial assistance from the City for certain costs that would be incurred in connection with the redevelopment of the Subject Property; which costs would constitute "*Redevelopment Project Costs*," as defined in the TIF Act; and,

WHEREAS, the Developer would like to incur certain costs in connection with the Project prior to the designation of the Proposed Project Area as a "redevelopment project area" under the TIF Act and the adoption of any ordinance authorizing the execution of a redevelopment agreement between the City and the Developer, wherein such costs may be reimbursed subject to certain conditions and limitations of the TIF Act; and,

WHEREAS, the Developer desires such costs related to the Project qualify for consideration as Redevelopment Project Costs that can be reimbursed utilizing incremental real estate taxes pursuant to the TIF Act, so long as such costs constitute Redevelopment Project Costs under the TIF Act; and,

WHEREAS, this Resolution is intended to allow the Developer to incur certain costs relating to the Project that may be considered Redevelopment Project Costs prior to the designation of the redevelopment project area and the adoption of any ordinance authorizing the execution of a redevelopment agreement between the City and the Developer, subject to the conditions and terms set forth in Section 3 of this Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Harvard, McHenry County, Illinois, as follows:

Section 1. That the above recitals are incorporated and made a part of this Resolution.

Section 2. That the Corporate Authorities may consider certain expenditures that qualify as "*Redevelopment Project Costs*", as such term is defined in the TIF Act, in connection with the Project, incurred prior to the designation of the redevelopment project area and the adoption of an ordinance authorizing the execution of a redevelopment agreement with the Developer, to be expenditures that are eligible for reimbursement through the TIF Act to the extent the Project is in furtherance of the redevelopment plan to be prepared setting forth the goals and objectives for the development, redevelopment and revitalization of the Proposed Project Area.

Section 3. That all undertakings of the City set forth in this Resolution are specifically contingent upon the designation of the Proposed Project Area as a "redevelopment project area" pursuant to the TIF Act and the approval and execution of a redevelopment agreement with the Developer, providing for the redevelopment of the Subject Property in accordance with the terms and conditions to be negotiated by the parties.

Section 4. That any financial assistance rendered to the Developer by the City shall be contingent upon the authority, restrictions, terms, and conditions imposed by the TIF Act.

Section 5. That this Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Mayor and City Council of the City of Harvard, McHenry County, Illinois, this 23rd day of July 2024.

Aye:

Nay:

Absent:

Abstain:

APPROVED:

Mayor Michael P. Kelly

(SEAL)

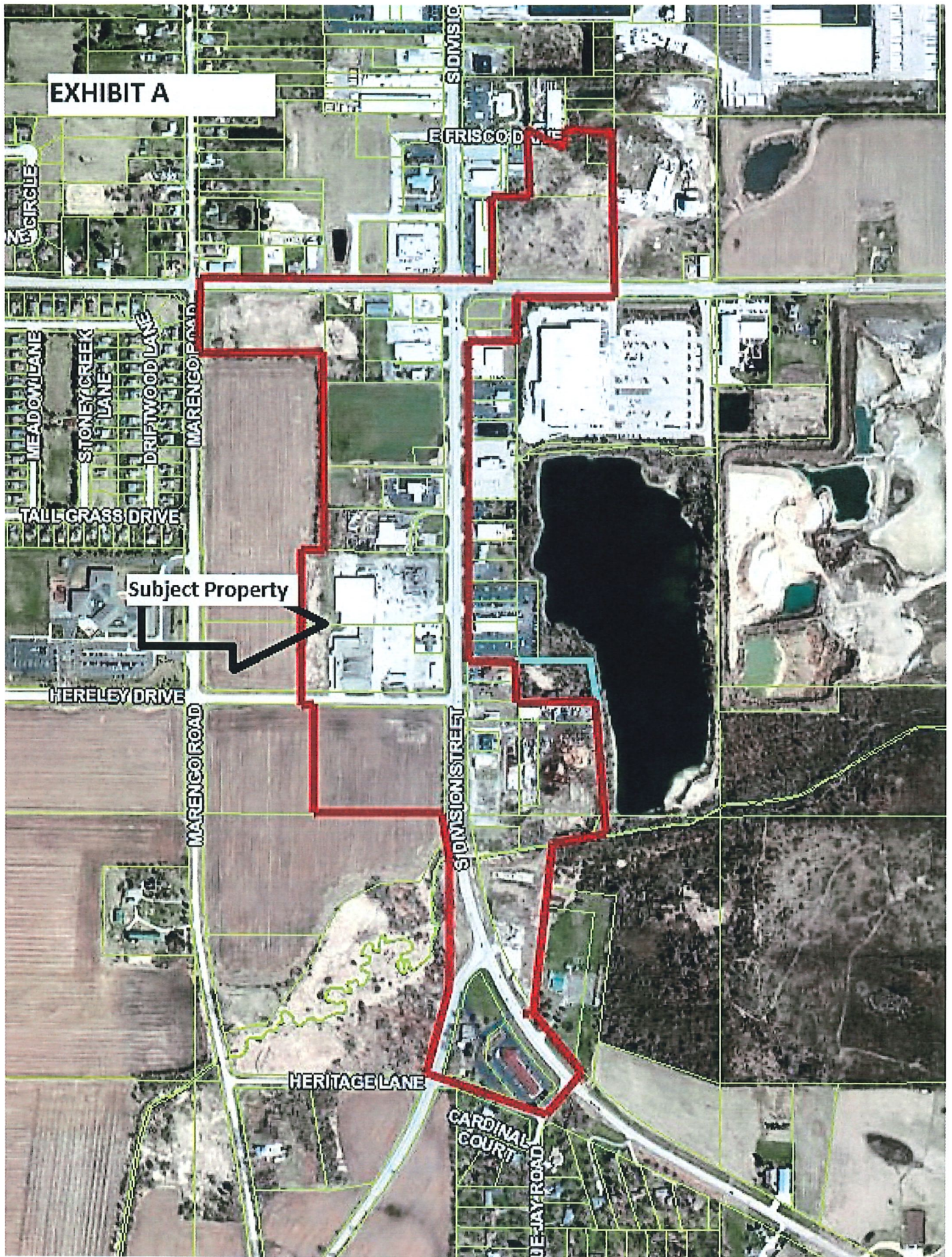
ATTEST: _____ **City Clerk Lori Moller**

Passed: _____, **2024**

Approved: _____, **2024**

Published: In Pamphlet Form

EXHIBIT A





City of Harvard

Community Development Department
201 West Diggins Street - PO Box 310 – 60033 – 815-943-6468

To: Mayor Kelly

From: Donovan Day, Community & Economic Development Director

CC: Lou Leone, City Administrator

Date: July 23, 2024

RE: Proposed Petition for Amendments to the Unified Development Ordinance

Purpose and Action Requested

Staff is seeking City Council's consideration to file a petition and have a Public Hearing before the Planning & Zoning Commission to amend certain sections of the Unified Development Ordinance (UDO).

Background/Discussion

Harvard's Unified Development Ordinance was adopted on August 28, 2018 (Ordinance 2018-121). The intent of the UDO is to establish land use regulations to serve Harvard. Since its adoption, and up to 2023, there wasn't substantial growth with residential or commercial developments to put the UDO to practice. With residential development reignited in the Turtle Crossing, Oak Grove Crossing and Autumn Glen subdivisions, staff has found several sections of the UDO that are conflicting or need refinement.

- 1) There is conflict between the illustration depicted in Section 8.3.H and the text found in Sections 8.3.H 1-5 and A-D. There is a clarifying section in the UDO that specifies what to use when there is text and an accompanying illustration or graphic. Section 1.3.F states:

Any illustrations, graphics, and/or photos contained in this Ordinance are to assist the reader in understanding and applying the Ordinance. If there is any inconsistency between the text of the Ordinance and any such illustration, graphic, and/or photo, the text controls unless specifically stated otherwise.

Although 1.3.F states the text in the UDO is the guiding factor when reviewing plans, it makes sense to amend or remove the illustration to match or leave the text to avoid confusion.

At the Community Development Committee meeting held on July 16, 2024, the recommendation was to add an additional illustration specifically for two-family dwellings and to adjust the line that defines the building line to match the verbiage.

- 2) Section 8.3.G and 8.3.H.3 requires a 15% minimum transparency applied to a façade and is based on the entire area of the façade. Staff and builders have found this minimum requirement burdensome and, in some cases, illogical because it would require windows to be installed primarily for aesthetics rather than functionality. In the majority of homes built since the adoption of the UDO this requirement hasn't been applied.

At the Community Development Committee meeting held on July 16, 2024, the recommendation was to reduce the transparency requirement to no less than 5% for any street facing façade.

- 3) 5.1.E defines R-4 - Two-family Residential District as - The R-4 Two-Family Residential District would accommodate two-family dwellings on standard sized lots of 8,712 square feet.

Table 5-1 Residential Districts Dimensional Standards states the minimum lot area per dwelling is 6,000sqft. If the standard lot size for R-4 districts is 8,712 square feet then the minimum lot size per dwelling conflicts with the text. At the Community Development Committee meeting held on July 16, 2024, the recommendation was to add a new line in the table for two-family dwellings stating the minimum lot size is 4,356 square feet per dwelling.

- 4) Section 11.5.E Decorative Metal Fencing requires that in any business district a four-foot-high decorative metal fence, painted black, shall be installed located one foot inside the parking lot. Under the accompanying illustration it further states: A decorative metal fence four feet high shall be installed within the landscape area one foot inside the parking lot. The requirement for the decorative metal fence applies only to parking lots in Business Districts. At the Community Development Committee meeting held on July 16, 2024, the recommendation was to remove "...one foot inside the parking lot".

- 5) At the Community Development Committee meeting held on July 16, 2024, the recommendation was to amend Section 9.6-Fences to add a requirement that the finished side of a fence must face out. Currently, residents are permitted to install a fence with the unfinished side of the fence faces in allowing for neighboring property owners to see the unfinished side of the fence.

- 6) At the Community Development Committee meeting held on April 10, 2024, it was recommended to include monotony regulations into Section 8.3-Principal Use Standards of the UDO such as:

1. No building permit shall be issued for any new single-family detached dwelling unit or duplex dwelling unit, which is similar in appearance to any dwelling on the same street and within a distance of two hundred feet (200') of it.

2. A dwelling unit on a corner lot may be considered dissimilar to another if the two (2) dwellings face different streets. On a cul-de-sac turnaround, no dwelling shall be similar in appearance to another dwelling on the turnaround.

3. For purposes of measurement, the two-hundred-foot (200') separation distance shall be measured between the nearest points on a lot or parcel line.

4. For purposes of this subsection, the term "similar in appearance" shall mean a dwelling which is identical or nearly identical. A variety of characteristics, including, but not limited to, roof type and height, location of windows and doors, and location and measurements of garage doors, may be used when determining the presence of monotony.

5. If lots within two hundred feet (200') of each other have different housing styles, including, but not limited to, ranch, bilevel, trilevel, one and one-half (1 1/2) story, two-story or three-story, the difference in housing styles may be significant enough to constitute a dissimilarity.

6. Snout houses, as well as similar residential dwellings where a front load garage is the dominant feature of a front facade, are discouraged.

7. The regulations set forth shall be administered by the building inspector and compliance with said regulations shall be determined when an application for building plan approval and permit issuance has been submitted to the City for approval.

**BEFORE THE PLANNING AND ZONING COMMISSION
OF THE CITY OF HARVARD
ZONING PETITION**

1. PETITIONER AND OWNER INFORMATION

Petitioner's Name: City of Harvard
(Insert attachment for multiple petitioners)

Property Address: 201 W Diggins St.
(Location of property subject to this petition)

Mailing Address (if different): _____

Petitioner's Daytime Phone: 815-943-6468

Petitioner's Email: leone@cityofharvard.org

Petitioners Signature  Date 7/18/2024

Are you the legal owner of the property? YES NO

If not, state the owner's name, address and phone number and submit his/her signature here or in a letter of authorization.

Owner's Name: _____
(insert attachment for multiple owners)

Owner's Address: _____

Owner's Daytime Phone: _____

Owner's Email: _____

Owner's Signature _____ Date _____
Letter of Authorization Attached

2. PROPERTY DESCRIPTION

Legal Description of the property (provide in word format)

Property Index Number (PIN) _____

Present Use: _____

Property is currently zoned _____ use district

3. DESCRIPTION OF REQUEST

Application for:

Variation

Petitioner requests a variation pursuant to Section 14.4 of the Harvard Unified Development Ordinance for a variation from section _____ (insert a detailed summary)

Conditional use

This is a Petition for Conditional Use pursuant to Section 14.3 of the Harvard Unified Development Ordinance. (insert a detailed summary)

This is a Petition for an appeal of a decision of the Zoning Officer pursuant to Section 14.9 of the Harvard Unified Development Ordinance. Petitioner requests that the decision be overturned based on the following reasons: (insert a detailed summary)

This is a Petition for an amendment to the regulations imposed, or the districts created pursuant to Section 14.2 of the Harvard Unified Development Ordinance

Petitioner requests that the property be re-classified to _____ Use District
or

Petitioner requests that Section See Below of the Harvard Unified Development Ordinance be amended by: (insert a detailed summary)

Briefly describe the request:

The City seeks to amend Sections 8.3G, 8.3H, Table 5-1, 11.5.E and 9.6 of the City of Harvard
Unified Development Ordinance.

4. CHECKLIST OF COMPLETE SUBMITTALS

Please check off those attachments being submitted with this application.

Required Submittals

Filing Fee, per the Community Development Department

Evidence of Ownership (tax bill)

Plans

Site Plan, showing lot dimensions, existing and proposed structures, existing and proposed setbacks, distances to structures on adjoining lots, and a north arrow.

Floor plans to accurate scale with all dimensions indicated.

Elevations drawn to accurate scale with all dimensions indicated.

Plat of Survey

Provide property legal description in word format

**PARKS AND RECREATION BOARD MEETING MINUTES
MONDAY, JULY 15, 2024**

Chairman John Lavallee called the meeting to order at 6:00 pm. Board members present: Chairman John Lavallee, Alderwoman Lisa Haderlein, Alderwoman Lori Lancaster, Alderwoman Rosa Luna, Scott Logan, and Pep Saucedo. Also present were Mayor Kelly, City Administrator Lou Leone, Alderman Jay Schulz, Parks & Recreation Supt. Stacy Heiliger, Doug Gotham from Christopher B. Burke Engineering, Ltd. (CBBEL), and members of the audience.

Public Comment

Chairman Lavallee opened the floor to public comment for any item not on the agenda. There were none.

Public Hearing Concept Plan for Milky Way Park

Chairman Lavallee opened the Public Hearing to solicit community input on the Concept Plan for Milky Way Park. Chairman Lavallee called roll. Board members present: Chairman Lavallee, Alderwoman Lisa Haderlein, Alderwoman Lori Lancaster, Alderwoman Luna, Scott Logan, Pep Saucedo. Chairman Lavallee opened the floor to public comment. There was none.

At 6:03 pm, a motion was made by Scott Logan, seconded by Pep Saucedo to close the hearing. All ayes. Motion carried.

Approval of Minutes- June 17, 2024

A motion was made by Alderwoman Haderlein, seconded by Alderwoman Lancaster to accept the Parks & Recreation Board Minutes of June 17, 2023, as presented. All ayes. Motion carried.

Discussion on Concept Plan for Milky Way Park

The Committee reviewed the Concept Plan for Milky Way Park and discussed the following:

- Doug Gotham from CBBEL, presented the Phase 1 Proposal for the Milky Way Park Concept Plan. He emphasized the need to prioritize elements for inclusion in the OSLAD Grant application, which must be submitted by the end of July. Mr. Gotham outlined the proposal, which includes 2 pickleball courts, a playground, 2 soccer fields, and the enhancement of a pedestrian pathway connecting these areas, and the addition of more trees. Mr. Gotham suggested that this approach could appeal to the Grant administrators by addressing multiple areas of need, potentially increasing the chances of approval. The previous grant application only focused on soccer field renovations, whereas diversifying the project scope may enhance its competitiveness for funding.
- Alderwoman Haderlein asked about the number of soccer fields in the community. Mayor Kelly noted that besides those at Milky Way Park, the only other fields were located at the junior high school. The discussion then turned to the size of the soccer fields and considerations if additional fields were to be included, potentially at the expense of pickleball courts—a decision requiring careful balancing of funding priorities.
- Schulz proposed relocating the skate park to Lion's Park, emphasizing the development of an adult fitness area over the skate park. Scott Logan then sought Mr. Gotham's opinion on alternative amenities that could appeal to a wide range of age groups, to which Mr. Gotham recommended a fitness area in place of the skate park. Alderman Schulz supported this idea, suggesting the inclusion of a challenge fitness area and a shelter.
- Alderwoman Haderlein asked if it was feasible to integrate the challenge fitness area with the pedestrian walking path. Mr. Gotham confirmed that such integration was indeed possible.
- The Committee also discussed budgetary considerations and ongoing annual maintenance needs.

A motion was made by Alderwoman Haderlein and seconded by Alderwoman Luna to recommend the Concept Plan for Milky Way Park to the City Council for Phase 1. This phase includes: pickleball court, Accessible playground, 2 soccer fields for children aged 10 years and under, 1 adult soccer field, pedestrian walking path, Adult fitness area, 2 half-court basketball courts, shelter. All ayes. Motion carried.

Fee Waiver Request

Harvard Parks Foundation

A motion was made by Alderwoman Haderlein, seconded by Pep Saucedo to recommend to the City Council approval of a fee waiver for the Harvard Parks Foundation. Roll call vote: Lavallee, aye, Haderlein, aye, Lancaster, aye, Luna, aye, Logan, aye, and Saucedo, aye. Motion approved six to zero.

Discussion/Action Regarding Sam's Club/Sam's Club Credit Card

City Administrator Leone informed the committee about the expiration of the Sam's Club membership and highlighted an opportunity for the City to procure concession stand items for the pool using a Sam's Club credit card. Subsequently, a credit card was issued to the City. City Administrator Leone acknowledged accepting the application without prior committee approval. Currently, the City only possesses one other credit card, which is a standard card reserved for emergencies.

Scott inquired about previous methods of purchasing items from Sam's Club. Leone explained that purchases were previously made using the standard credit card, which has limited funds. Having a Sam's Club credit card would mitigate potential issues. City Administrator Leone mentioned that Sam's Club offers a 2% cashback benefit and has no annual fee. The credit limit on the Sam's Club card is \$8000, but it can be adjusted lower if needed.

A motion was made by Scott Logan and seconded by Alderwoman Lancaster to approve the use of the Sam's Club credit card for purchasing concession items, with the credit limit set at \$2000. All ayes. Motion carried.

Discussion on Non-Elected Park Board Members

Alderwoman Haderlein addressed an organizational issue she identified while reviewing the guidebook received from the City Attorney for Newly Elected Officials. She emphasized that her comments were not directed against Scott and Pep, mentioning that the guidebook cautions against having non-elected officials on committees. Alderwoman Haderlein clarified that she does not oppose the inclusion of non-elected officials on committees but questioned if there are other ways for the City to engage the community effectively.

Alderwoman Haderlein emphasized the importance of engaging all user groups involved in parks and recreation to ensure their voices are heard. She suggested that if the Committee is considering a master plan for Milky Way Park, holding meetings at parks could directly involve the community in discussing their needs. Alderman Schulz agreed, stating that visiting different parks would provide a comprehensive view of community needs.

Alderwoman Haderlein expressed concern that the committee's representation of the community's diverse needs might be insufficient with only two non-elected officials. She questioned the benefits of including non-elected members on the committee. In response, Pep highlighted the added value he and Scott provide as representatives for community members who cannot attend meetings.

Pep also raised a question about the legality of including non-elected officials on the board. Mayor Kelly clarified that such inclusion is not permitted by law and noted that committee composition is decided by the City Council. Currently, the Parks & Recreation Board comprises 4 City Council members and 3 appointed officials, with one seat vacant. Non-elected officials serve one-year terms, but there has been difficulty finding volunteers for the board.

Scott addressed Alderwoman Haderlein, recalling her previous reference to the guidebook "Newly Elected Officials." He mentioned his inability to locate his copy and inquired about the specific concerns raised in the guidebook regarding non-elected officials on the committee. Alderwoman Haderlein reiterated that she had quoted information directly from the guidebook, noting that the City's Attorney did not offer further insight.

Mayor Kelly explained that the issue arises because the mayor has considerable influence over appointees to the board, potentially swaying votes in favor of their preferences. City Administrator Leone clarified that the committee serves in an advisory capacity, with final decisions resting with the City Council.

Mayor's Report

Mayor Kelly suggested to the committee that a future agenda item could include the consideration of implementing leases with organizations that frequently use specific parks, such as the Boy's League and HERS League. He emphasized that since these organizations have unique needs and usage patterns for those parks, establishing leases would ensure appropriate management. Mayor Kelly clarified that such leases would not replicate the functions of these organizations but rather streamline park usage effectively.

Scott asked whether the City currently charges user fees for the fields used by the Boy's League or HERS League. Mayor Kelly confirmed that fees are applied when they complete the reservation form but noted that the City Council often waives these fees. Currently, the fields are maintained by the organization.

Parks & Rec. Department Report

Parks & Rec Supt. Heiliger reviewed the Parks & Rec. Supt. Report.

City Administrator Leone provided an update on the pool to the committee, highlighting issues with the check valves and both the interior and exterior pumps. He emphasized the necessity of acquiring new mechanical pumps to ensure the pool can resume operation promptly.

Discussion on Recreation Software

Supt. Heiliger expressed the need for recreation software. She emphasized that having such software would be beneficial for tracking participant information as new programs are introduced and the number of offerings continues to grow. Supt. Heiliger presented a list of different recreation software. Supt. Heiliger will get back to the committee with pricing on the different software.

Strategic Vision

The committee examined various elements of the Strategic Vision related to Parks and Recreation, covering the following topics:

- The current master plan, implemented in 2015 with a 10-year duration, is set to expire next year. Alderman Lavallee proposed prioritizing and reassessing its components before transitioning to the next phase.
- Completion of ongoing park improvements using redirected taxpayer funding.
- Exploration of indoor space development for expanding recreation activities, with emphasis on the potential advantages of establishing a Recreation Center.

The committee agreed to further review the current master plan and deliberate on these matters during the upcoming Parks and Rec Board meeting.

New Business

City Administrator Leone announced that the City's application for technical assistance in developing a bike/walk path master plan through CMAP has been approved. This does fall under the Infrastructure Committee.

City Administrator Leone commended Parks & Rec Supt. Stacy Heiliger for stepping into the new position and swiftly launching new programs, with more planned for the future. He acknowledged Supt. Heiliger's openness to suggestions, creativity in maximizing limited space for programming, and expressed satisfaction with the

effective operation of the recreation department. City Administrator Leone extended his appreciation to Stacy for energizing the department.

Supt. Heiliger mentioned that discussions with Public Works about budgeted picnic tables and garbage cans revealed that these items are unnecessary at this time. Instead, she proposed reallocating the \$7000 budgeted for these items towards pool maintenance. This will be brought to the attention of the Administration Committee at their next meeting.

The next regular meeting date is August 19th, 2024 @ 6pm.

At 7:35 pm, a motion was made by Scott Logan, seconded by Alderwoman Lancaster to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Chairman John Lavalley

ORDINANCE NO. 2024 -

An Ordinance Amending Section 5.06, Tree Board. Section 20.07, City Fees & Charges, Miscellaneous Fees and Section 11.04, Nuisances, Public Nuisances Regarding Tree, Plant, Lawn & Weed Control of the Harvard Municipal Code

BE IT ORDAINED by the Mayor and Aldermen of the CITY OF HARVARD, McHenry County, Illinois, as follows:

SECTION 1: That Chapter 5, Boards & Commissions, Section 5.06, Tree Board, Section 9, Violations and Penalty, of the Harvard Municipal Code shall be amended to read as follows:

Section 9. Violations and penalty

Any person, firm, or corporation violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and shall be subject to a fine of the cost of removal of the tree, remediation of the right of way, replacement of the tree, plus an additional \$500 penalty per occurrence subject to Tree Board review.

Any nuisance tree planted on public property will be subject to removal, or in the case of planting trees without a permit, will be double the permit fee.

SECTION 2: That Chapter 5.06, Tree Board, shall be amended to insert Section 5, Permit Required, and to move the other sections down numerically and renumbered as Sections 6 – 13.

SECTION 3: That Section 5, Permit Required, shall be amended to add Section 5.A to read as follows:

A. Permits – No person shall plant, remove, or prune to harm/damage any tree on any street, park, or other public place without first filing an application and procuring a permit from the City. The person or persons receiving the permit shall abide by the standards set forth in this ordinance. The fee is determined by the applicable fee schedule found in Chapter 20 – City Fees and Charges.

SECTION 4: That Section 20.07, City Fees & Charges, Miscellaneous Fees of the Harvard Municipal Code shall be amended to include the following fee:

Tree Permit		\$ 25.00
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SECTION 5: That the title of Section 11.04 of the Harvard Municipal Code shall be amended to read “Public Nuisances Regarding, Tree, Plant, Lawn, and Weed Control”.

SECTION 6: That Section 11.04.A of the Harvard Municipal Code shall be amended to read as follows:

A. Purpose: The purpose of this section is to ensure some minimal standards for the maintenance of trees, lawns, yards and parcels of land in the City; to prevent unsightly

conditions; to encourage the neat and orderly maintenance of property; to control all weeds, including nuisance and noxious weeds, and to provide for a system of abatement should the provisions of this section be violated.

SECTION 7: That Section 11.04 of the Harvard Municipal Code shall be amended to insert 11.04.B to read as follows and to move the other sections down alphabetically and relettered as Sections C - G :

B. Trees – General: Refer to Section 5.06 Tree Board for rules and regulations regarding trees.

SECTION 8: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 9: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 10: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Aye:

Nay:

Absent:

Abstain:

APPROVED:

Mayor Michael P. Kelly

(SEAL)
ATTEST: _____
City Clerk Lori Moller

Passed:

Approved:

Published: In Pamphlet Form

CERTIFICATION

I, Lori Moller, do hereby certify that I am the duly appointed, acting and qualified Clerk of the City of Harvard, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and City Council of said City of Harvard.

I do further certify that at a regular meeting of the Mayor and City Council of the City of Harvard, held on the 23rd day of July, 2024, the foregoing Ordinance entitled, ***An Ordinance Amending Section 5.06, Tree Board, Section 20.07, City Fees & Charges, Miscellaneous Fees and Section 11.04, Nuisances, Public Nuisances Regarding Tree, Plant, Lawn & Weed Control of the Harvard Municipal Code***, as duly passed by the Mayor and City Council of the City of Harvard.

The pamphlet form of Ordinance No. 2024-_____, including the Ordinance was prepared, and a copy of such Ordinance was available in the City Hall, commencing on the 24th day of July, 2024, and will continue for at least 10 days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and seal of the City of Harvard this _____ day of _____, 2024.

Lori Moller, City Clerk
City of Harvard,
McHenry County, Illinois

(SEAL)

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



To: Tree Board

From: Rob Lamz, Superintendent of Public Works

Date: July 8, 2024

Re: Tree Ordinance and Referencing Language

After discussion at the last meeting, the Tree Board decided that language could be adjusted in a couple of ordinances, based upon review of other communities. Based upon comments, the following changes should be considered.

Penalty Language: This language is found in Chapter 5, Boards and Commissions.

Current Language:

Section 9. Violations and penalty.

Any person, firm or corporation violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and shall be subject to a fine not to exceed five hundred dollars (\$500.00) for each offense.

Remove and Replace with:

Section 9. Violations and penalty.

Any person, firm, or corporation violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and shall be subject to a fine of the cost of removal of the tree, remediation of the right of way, replacement of the tree, plus an additional \$500 penalty per occurrence subject to Tree Board review.

Any nuisance tree planted on public property will be subject to removal, or in the case of planting trees without a permit, will be double the permit fee.

Permit Required:

There is no current language in reference to a permit in the current ordinance. In order to establish a permit process we need to describe it and adopt a permit form and fee.

Insert the following language into 5.06 Tree Board, moving others down numerically:

Section 5. Permit Required

- A. *Permits – No person shall plant, remove, or prune to harm/damage any tree on any street, park, or other public place without first filing an application and procuring a permit from the City. The person or persons receiving the permit shall abide by the standards set forth in this ordinance. The fee is determined by the applicable fee schedule found in Chapter 20 – City Fees and Charges.*

Insert the following fee into Chapter 20 – City Fees and Charges, 20.07 Miscellaneous Fees.

Tree Permit - \$25.00

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



Nuisance Language: This language is found in Chapter 11, Nuisances, 11.04 Public Nuisances Regarding Plant, Lawn and Weed Control

There is no current language in this section as it relates to trees. In order to maintain regulations over trees, it was discussed to add a section to this ordinance.

Amend the title of 11.04 from:

“Public Nuisances Regarding Plant, Lawn, and Weed Control”

to

“Public Nuisance Regarding Tree, Plant, Lawn, and Weed Control”

Current Language 11.04:

- A. *Purpose: The purpose of this section is to insure some minimal standards for the maintenance of lawns, yards and parcels of land in the City; to prevent unsightly conditions; to encourage the neat and orderly maintenance of property; to control all weeds, including nuisance and noxious weeds, and to provide for a system of abatement should the provisions of this section be violated.*

Remove and Replace with:

- A. *Purpose: The purpose of this section is to ensure some minimal standards for the maintenance of trees, lawns, yards and parcels of land in the City; to prevent unsightly conditions; to encourage the neat and orderly maintenance of property; to control all weeds, including nuisance and noxious weeds, and to provide for a system of abatement should the provisions of this section be violated.*

Insert the following into 11.04, moving other references down alphabetically:

- B. *Trees – General: Refer to Section 5.06 Tree Board for rules and regulations regarding trees.*

TREE BOARD MEETING MINUTES

July 10, 2024– 6:30 pm

Chairwoman Lisa Haderlein called the meeting to order at 6:30 pm. Committee members present: Lisa Haderlein, Janet Hugg, Jay Wolf, Shannon Kingzette Shawn Kingzette, and Joel Kriete. A quorum was present. Also present were Mayor Kelly and Supt. of Public Works Rob Lamz.

Public Comment

Alderwoman Haderlein opened the floor to public comment for any item not presently on the agenda. There were no public comments.

Approval of Minutes

A motion was made by Janet Hugg seconded by Jay Wolf to accept the Tree Board Meeting Minutes of June 5, 2024, as presented. All ayes. Motion carried.

Tree Board Meeting Minutes from May 1, 2024, will be on the August Tree Board Meeting Agenda to be presented for approval.

Proposed Ordinance Defining Penalty Language

The Committee reviewed the amended penalty language in the ordinance that was provided in the packet to the Committee Areas of discussion:

- Clarifying the language in the ordinance as to whether the Tree Permit allows for tree removal, pruning, planting, or other related activities, and determining the associated costs or fees for these actions. This process helps ensure clarity and transparency in how tree-related activities are managed and regulated within the City.
- Joel Kriete inquired how it would be determined as to when to fine a resident for trimming on a City tree. Supt. Lamz stated that it would depend on the situation.
- Mayor Kelly noted that staff generally trims trees solely when they extend over roadways. Supt. Lamz added that staff also trims trees if they overhang sidewalks or roadways, or if they pose a hazard.
- Mayor Kelly asked whether residents are permitted to trim trees over sidewalks. Supt. Lamz explained that currently, this is not allowed. Typically, residents contact the Public Works Department for assistance in such cases.
- Discussion was had as to when to refer offenses to Code Enforcement.

After discussion, a motion was made by Shawn Kingzette, seconded by Jay Wolf to recommend to the City Council to present the Ordinance Defining Penalty Language, including the amended language as presented. All ayes. Motion carried.

Tree Selection

Shawn Kingzette and Shannon Kingzette presented the Committee with an approved tree guide from the Morton Arboretum for review. Shawn proposed that the Committee assess the provided guide and that the City adopt it as the basis for selecting suitable trees for planting. The Committee raised a question about whether residents would need Committee approval to plant trees. It was suggested that leaving tree approval to staff discretion would be appropriate.

- Mayor Kelly expressed support for the idea that the provided guide could establish helpful guidelines for determining suitable trees to plant in the city.
- Alderwoman Haderlein recommended including a list of prohibited trees in the City's guidelines for tree selection. Supt. Lamz agreed, emphasizing that having both a list of approved and prohibited trees would streamline the permit process for residents.
- The Committee deliberated on which trees to include on the approved and prohibited lists, discussing the pros and cons of each selection.

After discussion, Mayor Kelly proposed amending the ordinance to include a section in the Tree Permit application that lists approved trees for streets, ornamentals, and parks. Additionally, it was suggested that language be added to encourage residents to contact Public Works if a desired tree species is not on any of the lists. Supt. Lamz recommended that if a prohibited list is established before the next Tree Board Meeting, it should be included as a reference and finalized at that time.

“Oaktober” Event – Saturday, October 5th @ Mary’s Park

The Committee discussed the upcoming "Oaktober" Event scheduled for October 5th. Alderwoman Haderlein proposed referencing the tree guide from the Morton Arboretum and recommended reviewing the list to ensure a diverse selection of trees approved for the event. The Committee reviewed various tree options suitable for planting at the event.

Supt. Lamz was queried about trees he deemed unsuitable. He advised exercising caution, especially regarding trees planted near sidewalks and roadways, to prevent hazardous situations. He emphasized the importance of avoiding potentially risky tree species and being vigilant in the selection and placement process.

Janet Hugg asked whether the committee should decide on the number of trees to be planted for the event and how to determine the required types of trees. The Committee examined the layout of Mary’s Park and identified suitable locations for tree planting, aiming to have a diverse selection of trees available for the event, with sponsorship details included. It was asked if there were funds in the budget for the event. Supt. Lamz said at this time funds were not allocated for this.

The Committee members will be contacting various potential sponsors for trees for the event. They discussed the sponsorship amounts with the consensus that contributions ranging from \$200 to \$300 per sponsor would be suitable.

The “Oaktober” Event would be held on Saturday, October 5th at 10am. After deliberation, the Committee decided to hold their August meeting at Mary’s Park to gain a clearer understanding of optimal planting locations for the trees.

Mayor’s Report

Mayor Kelly inquired if staff had received a response as to where the location for the Tree City USA street sign will be located. Supt. Lamz has already contacted IDOT but has not received a response. He will follow up once more to try and obtain a reply.

New Business

None

The next meeting date is August 7, 2024 @ 6:30 pm at Mary’s Park.

At 7:38 pm, a motion was made by Shawn Kingzette, seconded by Joel Kriete to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Chairwoman Lisa Haderlein

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



To: Mayor and City Council


From: Rob Lamz, Superintendent of Public Works

Date: July 18, 2024

Re: Salt Bid Results and Contract 2024/2025

Anytime MFT funds are expended and exceed a threshold, the State requires a bidding process, be it material or labor. In this case, our estimated need for road salt exceeds the threshold and requires the City to go out to bid each year.

While we typically participate in a cooperative contract, be it a state or county contract, this year the City went out on its own contract seeking material proposals. Working with IDOT, we put the bid out for three weeks with a letting date of July 18th, 2024, at 10:00 AM. The City received bids from four companies, including Compass Minerals, Cargill Inc, Morton Salt, and Salt Xchange. After opening the bids, the results were as follows:

 City of Harvard 201 Wiggins Harvard, IL 60033	Project: 2025 PATROL MAINTENANCE - ROCK SALT		Section: 25-00000-01-GM				
	Description: FURNISH AND DELIVER ROCK SALT		Let Date: 7/18/2024 @ 10:00 AM				
Summary of Bids Received							
Bidder	Address	City, State, Zip	Bond/Check				
Bidder 1 - Compass Minerals	9900 W. 109Th St. Suite 100	Overland Park, KS 66210	Yes				
Bidder 2 - Cargill	24950 Country Club Road	North Olmstead, OH 44070	Yes				
Bidder 3 - Morton Salt	444 W. Lake Street	Chicago, IL 60606	Yes				
Bidder 4 - Salt Xchange Inc	P.O. Box 95	Eola, IL 60519	Yes				
THE LOW BIDS (80%-120%, 120% - 150%) ARE HIGHLIGHTED 80% - 120% unit price & 120% - 150% unit price are for delivery after November 1, 2024.							
	UNIT OF GOVERNMENT	UNITS	QUANTITY	Bidder 1	Bidder 2	Bidder 3	Bidder 4
City of Harvard							
1	City of Harvard	TONS	550	80% - 120% UNIT PRICE \$ 70.65 120% - 150% UNIT PRICE \$ 80.65	\$ 99.49	\$ 72.92	\$ 89.15
					NO BID	\$ 92.92	\$ 99.15

Compass Minerals came in as the most cost effective. Even better for Harvard, this amount per ton is cheaper than the newest Lake County Cooperative bid, and less than our current State bid pricing.

As this is a MFT project with a letting, it does require action from the City Council to accept the overall bid results and award the bid to the most responsible bidder. The contract with Compass Minerals is attached for consideration.

Robert J. Lamz
Public Works Superintendent



CITY OF HARVARD
201 W. DIGGINS
HARVARD, IL 60033

Project: 2025 PATROL I MAINTENANCE - ROCK SALT

Section: 25-00000-01-GM

Description: FURNISH AND DELIVER ROCK SALT

Let Date: 7/18/2024 @ 10:00 AM

Summary of Bids Received

Bidder	Address	City, State, Zip	Bond/Check
Bidder 1 - Compass Minerals	9900 W. 109Th St. Suite 100	Overland Park, KS 66210	Yes
Bidder 2 - Cargill	24950 Country Club Road	North Olmstead, OH 44070	Yes
Bidder 3 - Morton Salt	444 W. Lake Street	Chicago, IL 60606	Yes
Bidder 4 - Salt Xchange Inc	P.O. Box 95	Eola, IL 60519	Yes

THE LOW BIDS (80%-120%, 120% - 150%) ARE HIGHLIGHTED
 80% - 120% unit price & 120% - 150% unit price are for delivery after November 1, 2024.

	UNIT OF GOVERNMENT	UNITS	QUANTITY		Bidder 1	Bidder 2	Bidder 3	Bidder 4
City of Harvard								
1	City of Harvard	TONS	550	80% - 120% UNIT PRICE	\$ 70.65	\$ 99.49	\$ 72.92	\$ 89.15
				120% - 150% UNIT PRICE	\$ 80.65	NO BID	\$ 92.92	\$ 99.15



City of Harvard Memo

To: City Council
From: Lou Leone
CC: Mayor Kelly
Date: July 23, 2024
RE: Municipal Aggregation Options

Before you tonight are three options for the next 2-year agreement. Timing is important because whichever options this Council chooses, the supplier needs time to notify the community on the situation. Below is a recap of the three options followed by a least one recommendation.

- 1) **Lock in the electric rate.** Locking in the electric rate has both an advantage and a disadvantage. The advantage is that regardless of the demand on power, the rate stays the same. What typically happens is that as summer approaches, rates begin to rise with demand. The reverse happens in the winter periods. Locking in the rate voids the price changes. The downside is that the locked-in rate tends to be higher. Here the current electric rate is 6.95 cents but the locked-in rate is 7.2 cents. This is not optimal as there may be marginal savings at best.
- 2) **Price Match Program Option A.** This program matches the market rate but grants the City \$10,000 per year of the agreement. There would be no direct savings to the residents as the rate would equal ComEd's rate. The \$10,000 could be applied to a community-based department for the City. If this option is chosen, Staff is recommending the funds be applied towards the Parks/Rec Department for software. The software would help organize and register for programs, shelter rentals, or field rentals. The Parks/Rec programs are geared toward community involvement.
- 3) **Price Match Program Option B.** Similar to Option A except that the program guarantees that some of the energy consumed would be from renewable sources. Doing so grants the City as a "Green Energy" City for the two years of the agreement.

Staff Recommendation:

Staff recommends that the Council approve either Option A or Option B for the Price Match Program. As stated above, the potential savings for the residents is marginal. Option A would impact the City's budget and complete a program need. Option B would aid in attracting developers to the City.

Electric Aggregation Program

Proposal:

Municipal Aggregation is a program whereby the City can procure more favorable electric rates than ComEd for their residents' home electric bills. The City started its first Municipal Aggregation program in 2012 and is still currently running.

The current program provides residents a fixed rate of 6.95¢.

Background:

Following the passage of a voter Referendum the City in 2012 has managed an aggregation program, largely driven by savings for residents. The program achieved hundreds of dollars of savings to residents.

Unfortunately, in the past year, ComEd has made changes to their fixed rate, in return making it more volatile and subject to change. This current program in Harvard did not generate as much savings as initially anticipated due to this ComEd legislative change.

Renewal Options:

As the last program had a rate that did not garner the anticipated savings, it is recommended that Harvard move to a Price Match Program. This would guarantee that residents would pay the same rate as ComEd, as the ComEd rate moves. In turn, the supplier, MC2 would create 5% of the City's energy from renewable sources. While this amount would not be the same that was created in the previous program, it would guarantee that residents would not be paying more than ComEd.

A renewal would allow the community to become an EPA Green Powered Community status, as well as creating over 2,000,000 kWh's of renewable energy.

Recommendation:

To help meet the renewable energy goals of the City it is recommended that the City renew the program with a 2 year extension with a Price Match Guarantee program with the addition of 5% renewable energy.

ORDINANCE NO. _____

**ORDINANCE AUTHORIZING RENEWAL OF
AGGREGATION PROGRAM FOR ELECTRICAL LOAD**

WHEREAS, Under Section 1-92 of the Illinois Power Agency Act, 20 ILCS 3855/1-1, et seq., (the “Act”) a municipality may operate an electric aggregation program as an opt-out program for residential and small commercial retail customers, if a referendum is passed by a majority vote of the residents pursuant to the requirements under the Act; and

WHEREAS, the City of Harvard, Illinois (“City”) submitted the question to referendum in March of 2012 and a majority of the electors voting on the question voted in the affirmative; and

WHEREAS, the City subsequently implemented its initial opt-out aggregation program in 2012, and continues to be in place today; and

WHEREAS, the Corporate Authorities hereby find that it is in the best interest of the City to renew the aggregation program under the Act as an opt-out program and to extend for another two years with our current supplier pursuant to the terms of the Act.

NOW THEREFORE, BE IT ORDAINED by the City Board of the City of Harvard, McHenry County, Illinois, As Follows:

SECTION 1: That the Preamble of this Ordinance is declared to be true and correct and is incorporated by reference herein.

SECTION 2:

- A. Pursuant to Section 1-92 of the Illinois Power Agency Act, 20 ILCS 3855/1-1, et seq., (the “Act”) the Corporate Authorities of the City are hereby authorized to aggregate, in accordance with the terms of the Act, residential and small commercial retail electrical loads located within the corporate limits of the City, and for that purpose may solicit bids and enter into service agreements to facilitate for those loads the sale and purchase of electricity and related services and equipment.
- B. The Aggregation Program for the City shall continue to operate as an opt-out program for residential and small commercial retail customers.
- C. As an opt-out program, the Corporate Authorities of the City shall inform residential and small commercial retail customers in advance that they have the right to opt-out of the Aggregation Program before the resident or

commercial account is renewed. The disclosure and information provided to the customers shall comply with the requirements of the Act.

- D. The Corporate Authorities hereby grant the Mayor or his designee the specific authority to execute a contract without further action by the Corporate Authorities and with the authority to bind the City.
- E. The City will engage NIMEC, who will solicit bids and consult with the City in our decision to select the supplier that best meets our needs. NIMEC will also assist with the conversion process and provide assistance to residents with questions.

SECTION 3: This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS _____ DAY OF _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

City Clerk

APPROVED THIS _____ DAY OF _____, 2024.

Mayor

ATTEST:

City Clerk