

**HIGHLAND COMMUNITY COLLEGE**

District #519

**AGENDA**

Board of Trustees Meeting

April 29, 2019 -- 4:00 p.m.

Robert J. Rimington Board Room (H-228)

Highland Community College Student/Conference Center

Freeport, Illinois

**Present Board as Organized**

- I. Call to Order/Roll Call
- II. Approval of Minutes:     March 6, 2019 Board Retreat  
                                      March 6, 2019 Audit & Finance Committee Meeting  
                                      March 19, 2019 Regular Meeting
- III. Approval of Resolution Declaring Results of Board of Trustees Election Held  
      April 2, 2019 (Handout)
- IV. Comments from Outgoing Trustee
- V. Comments from Outgoing Student Trustee
- VI. Other
- VII. Adjournment Sine Die of Old Board

**Organizational Meeting – Convening of New Board**

- I. Call to Order/Roll Call
- II. Seating of Newly Elected Trustees
- III. Board Reorganization and Election of Board Officers
  - A. Chair
  - B. Vice Chair
  - C. Secretary
- IV. Establishment of the Board Meeting Schedule (Page 1)
- V. Approval of Agenda
- VI. Public Comments
- VII. Introductions
- VIII. Budget Report
- IX. Foundation Report

- X. Consent Items
  - A. Academic
    - 1. CollegeNOW Agreements Between Highland Community College and Durand School District #322, Lena-Winslow High School, and Warren School District #205 (Page 2)
  - B. Administration
    - 1. Part-time Instructors, Overload, and Other Assignments (Page 9)
  - C. Personnel (None)
  - D. Financial (None)

- XI. Main Motions
  - A. Academic (None)
  - B. Administration (None)
  - C. Personnel (None)
  - D. Financial
    - 1. Resolution Approving Participation in the Lee Ogle Enterprise Zone (Page 12)
    - 2. Acceptance of Proposal for Educational Grade Firearm Simulation Training System from TI Training Corp (Page 44)
    - 3. Approval of Lease of Four 15-Person Shuttle Buses (Page 50)
    - 4. Payment of Bills and Agency Fund Report (Page 54)

- XII. Reports
  - A. Treasurer's Report: Statements of Revenue, Expenditures and Changes in Fund Balance (Page 56)
  - B. Student Trustee
  - C. Audit & Finance Committee Co-Chairs
  - D. ICCTA Representative
  - E. Board Chair
  - F. Administration
  - G. Strategic Planning

**XIII. CLOSED SESSION**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees

#### **XIV. ACTION, IF NECESSARY**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees

#### XV. Old Business

#### XVI. New Business

#### XVII. Dates of Importance

- A. Greater Freeport Partnership Rise 'n Shine Breakfast, co-sponsored by the Highland Alumni Association and HCC Foundation – May 2, 2019 at 7:30 a.m. in the Ferguson Fine Arts Center
- B. Honors Convocation – May 16, 2019 at 7:00 p.m. in the theatre located in the Ferguson Fine Arts Center (trustees line up at 6:30 p.m.)
- C. Graduation – May 18, 2019 at 10:00 a.m.; nursing graduation to follow at 12:30 p.m.
- D. Next Regular Board Meeting – May 28, 2019 at 4:00 p.m. in the Robert J. Rimington Board Room (H-228) in the Student/Conference Center
- E. Next Quarterly Board Retreat – June 5, 2019 at 8:30 a.m. in the Student/Conference Center room H-206 (breakfast available at 8:00 a.m.)

#### XVIII. Adjournment

**AGENDA ITEM #IV  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE**

**ESTABLISHMENT OF THE BOARD MEETING SCHEDULE**

**RECOMMENDATION OF THE PRESIDENT:** It is recommended that the Board of Trustees reaffirms its regular meeting date and time as the fourth Tuesday of the month at 4:00 p.m. All regular meetings of the Board will be held in the Robert J. Rimington Board Room (Room H-228) located on the second floor of the Student/Conference Center on the Highland Community College campus in Freeport, Illinois. Following are the Board meeting dates through the organizational meeting in April 2021:

May 28, 2019	January 28, 2020	January 26, 2021
June 25, 2019	February 25, 2020	February 23, 2021
July 23, 2019	March 24, 2020	March 23, 2021
August 27, 2019	April 28, 2020	April 27, 2021
September 24, 2019	May 26, 2020	
October 22, 2019	June 23, 2020	
November 26, 2019	July 28, 2020	
December -- no meeting	August 25, 2020	
	September 22, 2020	
	October 27, 2020	
	November 24, 2020	
	December -- no meeting	

**BACKGROUND:** The Public Community College Act (110 ILCS 805/3-8) requires that at the organizational meeting of the board, the board "... shall fix a time and place for its regular meetings." The Act also requires that "public notice of the schedule of regular meetings for the next calendar year, as set at the organizational meeting, must be given at the beginning of that calendar year." Notice of the schedule of meetings will be sent to area media, as required by law.

BOARD ACTION: \_\_\_\_\_

AGENDA ITEM #X-A-1  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE BOARD

COLLEGENOW AGREEMENTS BETWEEN HIGHLAND COMMUNITY COLLEGE  
AND DURAND SCHOOL DISTRICT #322, LENA-WINSLOW HIGH SCHOOL,  
AND WARREN SCHOOL DISTRICT #205

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the attached College*NOW* agreements for qualified students attending Durand School District #322, Lena-Winslow High School, and Warren School District #205.

**BACKGROUND:** The College*NOW* program at Highland Community College provides students with an opportunity to enroll in college-level courses full-time while earning dual credit toward a high school diploma and an associate's degree. The program has grown from seven students enrolling from one participating high school in the fall of 2012 to 29 total students from nine participating high schools in the Fall of 2018. The first class graduated in May 2014.

The College is renewing annual agreements with nine participating high schools and adding one new high school for the Fall 2019 Semester. The terms of the agreement are consistent with the agreements previously approved for other high schools in the Highland district.

BOARD ACTION: \_\_\_\_\_

**CollegeNOW**  
**TERMS of AGREEMENT**  
**2019 – 2020 Academic Year (FY'20)**  
Durand School District #322 and Highland Community College

**General Provisions**

- Students are expected to follow the Highland catalog, including academic and graduation requirements, FERPA, code of conduct and appeal procedures.
- The majority of the Associate of Arts and Associate of Science general education courses will be available between 8:00 a.m. and 2:30 p.m. Students will be required to take First Year Experience Seminar (FYES) the summer prior to fall enrollment. Students may take classes outside of the 8:00 a.m. – 2:30 p.m. but must provide their own transportation. Students are responsible for providing their own transportation to the FYES course in the Summer Semester.
- Individual advising and counseling will be available to students. An advisor will be assigned and regular advising appointments required.
- Students may enroll in a full load (approximately 18) general education and elective credit hours applying to AA and AS degrees under CollegeNOW for the 2019 Fall and 2020 Spring Semesters.
- Students will be provided a Highland GroupWise E-mail account and expected to check E-mail communications daily.
- To qualify, students must have completed sophomore year; be on track and in good standing; 3.0 minimum GPA; meet college-level entrance scores on Accuplacer, SAT exam, ACT exam, or equivalent; have parent/guardian approval; must attend orientation meeting; and recommendation by the high school.
- Students (in junior standing at Durand High School) will be excused from class to complete the required state and college entrance exams.
- Students will abide by the Highland Community College calendar.
- Individual instructors will determine attendance policies by course.
- Following fall 2019, registration will occur within the first two weeks of the registration period.
- Students may register for online courses with the consent of the advisor.
- Student records in this program will follow the FERPA law. Students must sign a release of information so that mid-term and final grades can be shared with the high school.
- The High School will provide each participating student with a letter indicating the High School's intent to pay \$1425 toward the Fall Semester 2019 charges and \$1425 toward the Spring Semester 2020. The student will present this letter to the College cashier's office upon registration.
- The High School will provide students who participate in the free and reduced lunch program with a letter indicating the High School's intent to cover textbooks. The student will present this letter to the

College's bookstore upon purchase of textbooks. Billing information will be provided to the Highland bookstore.


- The College will bill Durand School District by September 15<sup>th</sup> and February 15<sup>th</sup> a request for payment of \$1425 each semester per student to occur by the fall and spring deadline. Durand High School will receive a list of all participating students on a bill following HCC 10<sup>th</sup> day. The CollegeNOW students and their parent or guardian from Durand High School will pay all remaining charges over and above \$1425 per semester including tuition, universal, lab and course fees for the Summer, Fall and Spring Semesters; FYES orientation class in the Summer Semester; and Freshman Seminar (a specialized course designed for Fall Semester CollegeNOW students only). Books, supplies and transportation are also the responsibility of the student/family.
- Reimbursement for students who drop or withdraw will follow college policy.
- The Freshman Seminar will meet once per week and cover student development and other topics determined by the needs of the students. Students will meet monthly with an advisor in the second semester and at least twice a semester in subsequent semesters.
- Early alert and mid-term progress will be monitored by the advisor.
- Final grades will be provided to the high school guidance counselor. Student records in this program will follow the FERPA law. Students must sign a release of information so that mid-term and final grades can be shared with the high school.
- Durand High School students enrolled in CollegeNOW may also enroll in summer courses at the in-district tuition rate. Tuition, fees and other expenses incurred for summer enrollment will be at the student's expense.

For Highland Community College

For Durand CUSD 322

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

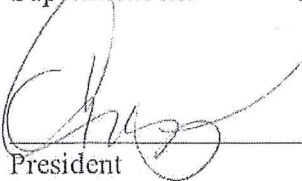
  
\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Board of Trustees

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
President

\_\_\_\_\_  
Board of Education

\_\_\_\_\_  
Date

**CollegeNOW**  
**TERMS of AGREEMENT**  
**2019 – 2020 Academic Year (FY'20)**  
Lena-Winslow High School and Highland Community College

**General Provisions**

- Students are expected to follow the Highland catalog, including academic and graduation requirements, FERPA, code of conduct and appeal procedures.
- The majority of the Associate of Arts and Associate of Science general education courses will be available between 8:00 a.m. and 2:30 p.m. Students will be required to take First Year Experience Seminar (FYES) the summer prior to fall enrollment. Students may take classes outside of the 8:00 a.m. – 2:30 p.m. but must provide their own transportation. Students are responsible for providing their own transportation to the FYES course.
- Individual advising and counseling will be available to students. An advisor will be assigned and regular advising appointments required.
- For the 2019-2020 year, the CollegeNOW students and their parent or guardian from Lena-Winslow High School will pay all charges including tuition, universal, lab and course fees for the Summer, Fall and Spring Semesters; FYES orientation class in the Summer Semester; and Freshman Seminar (a specialized course designed for Fall Semester CollegeNOW students only). Books, supplies, and transportation are also the responsibility of the student/family.
- Students will be provided a Highland GroupWise E-mail account and expected to check E-mail communications daily.
- To qualify, students must have completed sophomore year; be on track and in good standing; 3.0 minimum GPA; meet college-level entrance scores on Accuplacer, SAT exam, ACT exam, or equivalent; have parent/guardian approval; must attend orientation meeting; and recommendation by the high school.
- Students (in junior standing at Lena-Winslow High School) will be excused from class to complete the required state and college entrance exams.
- Students will abide by the Highland Community College calendar.
- Individual instructors will determine attendance policies by course.
- Following fall 2019, registration will occur within the first two weeks of the registration period.

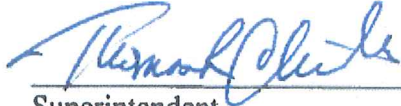


- Students may register for online courses with the consent of the advisor.
- Student records in this program will follow the FERPA law. Students must sign a release of information so that mid-term and final grades can be shared with the high school.
- The High School will provide consent for each participating student by signing the Participant Agreement allowing the student to enroll in CollegeNOW. The student will present the agreement to the College Admissions office upon registration.
- Reimbursement for students who drop or withdraw would follow college policy.
- The Freshman Seminar will meet once per week and cover student development and other topics determined by the needs of the students. Meet monthly with advisor in the second semester, at least twice a semester in subsequent semesters.
- Early alert and mid-term progress will be monitored by the advisor.
- Final grades will be provided to the high school guidance counselor.

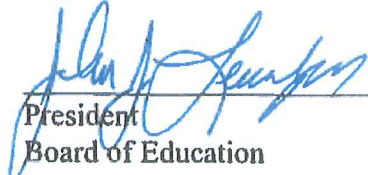
For Highland Community College

For Lena-Winslow School District

\_\_\_\_\_  
President Date

  
\_\_\_\_\_  
Superintendent Date 2/26/19

\_\_\_\_\_  
Chair  
Board of Trustees Date

  
\_\_\_\_\_  
President  
Board of Education Date 2-26-19

**CollegeNOW**  
**TERMS of AGREEMENT**  
**2019 – 2020 Academic Year (FY'20)**  
Warren School District #205 and Highland Community College

**General Provisions**

- Students are expected to follow the Highland catalog, including academic and graduation requirements, FERPA, code of conduct and appeal procedures.
- The majority of the Associate of Arts and Associate of Science general education courses will be available between 8:00 a.m. and 2:30 p.m. Students will be required to take First Year Experience Seminar (FYES) the summer prior to fall enrollment. Students may take classes outside of the 8:00 a.m. – 2:30 p.m. but must provide their own transportation. Students are responsible for providing their own transportation to the FYES course.
- Individual advising and counseling will be available to students. An advisor will be assigned and regular advising appointments required.
- For the 2019-2020 year, the CollegeNOW students and their parent or guardian from Warren High School will pay all charges including tuition, universal, lab and course fees for the Summer, Fall and Spring Semesters; FYES orientation class in the Summer Semester; and Freshman Seminar (a specialized course designed for Fall Semester CollegeNOW students only). Books, supplies, and transportation are also the responsibility of the student/family.
- Students will be provided a Highland GroupWise E-mail account and expected to check E-mail communications daily.
- To qualify, students must have completed sophomore year; be on track and in good standing; 3.0 minimum GPA; meet college-level entrance scores on Accuplacer, SAT exam, ACT exam, or equivalent; have parent/guardian approval; must attend orientation meeting; and recommendation by the high school.
- Students (in junior standing at Warren High School) will be excused from class to complete the required state and college entrance exams.
- Students will abide by the Highland Community College calendar.
- Individual instructors will determine attendance policies by course.
- Following fall 2019, registration will occur within the first two weeks of the registration period.
- Students may register for online courses with the consent of the advisor.



**AGENDA ITEM #X-B-1  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PART-TIME INSTRUCTORS, OVERLOAD, AND OTHER ASSIGNMENTS**

**RECOMMENDATION OF THE PRESIDENT:** That the list of part-time instructors, overload, and other assignments be approved for Spring 2019

**BACKGROUND:** The individuals listed have been certified by the hiring supervisor as having the required training and experience to perform duties or teach courses offered by Highland Community College. Each course is contingent upon appropriate enrollment.

BOARD ACTION: \_\_\_\_\_

Spring 2019								
FIRST	LAST	CRN	SUBJECT	COURSE TITLE	CLOCK HRS	CREDIT HRS	RATE	TOTAL SALARY
<b>Miscellaneous</b>								
Amanda	Lessman	7116	NURS091ISX	Nursing Asst Lab		5	\$30.00	\$150.00
Cassie	Mekeel	6673	NURS091HBB	Portion of BNA		3	\$1,395.93	\$4,187.79
						0.84	\$1,522.83	\$1,297.18
David	Esch	6622	PHYS222A	Portion of Mechanics		0.46	\$1,269.03	\$483.75
Patrick	Jackson			Intramural Director				\$500.00
Pete	Norman	6146	PHYD112Y1B	Health		2	\$634.52	\$1,269.04
Pete	Norman			Golf Coach				\$2,512.90
Alex	Keith			Upward Bound Tutor		TBD	\$15.00	TBD
Gordon	Dammann	6923	PERS036ZCC	Medicine of the Civil		6	\$45.00	\$270.00
Kathy	Heid	7155	PERS033GCC	Walk & Stretch		30	\$18.00	\$540.00
Shara	Ibalio	6916	PERS036OCC	Pics on My Phone		1.5	\$27.50	\$41.25
Shara	Ibalio	6917	PERS035PCC	Manage the Cloud		1.5	\$27.50	\$41.25
Shara	Ibalio	6920	PERS035SCC	PowerPoint		1.5	\$27.50	\$41.25
Rick	Kesler	6802	PERS036ECC	Pickleball for Beginners		6	\$25.00	\$150.00
Rick	Kesler	6819	PERS036JCC	Pickleball for Beginners		6	\$25.00	\$150.00
Mark	Kloeping	6847	PERS032ACC	Intro to Shield Arc W		2.5	\$25.00	\$62.50
Mark	Kloeping	6848	PERS032BCC	Intro to MIG Welding		2.5	\$25.00	\$62.50
Stacey	McDonald	6746	SPTP120ACC	Ceramics		24	\$30.00	\$720.00
Doug	Meyers	6827	PERS037LCC	Women's Self Defense			\$17.50	\$35.00
Deb	Miller	6696	CED020ACC	Card Making		10	\$25.50	\$255.00
Deb	Miller	6697	CED020CCC	Card Making		10	\$25.50	\$255.00
Jeremy	Monigold	6926	PERS032TCC	3D Printing		2	\$25.00	\$50.00
Robin	Natanel	6813	PERS036GCC	Beg Tai Chi				\$40.00
Mark	Peterson	6830	PERS037OCC	World War II		6	\$27.50	\$165.00
Mark	Peterson	6856	PERS037SCC	Assassination of Garfield		2	\$27.50	\$55.00
Mary	Stayner	6870	PERS036VCC	Zentangle				\$180.00
Michael	Staver	6892	PERS032ECC	Tempting Tapas		3	\$40.00	\$120.00
Michael	Staver	6894	PERS032GCC	Portuguese Recipes		3	\$40.00	\$120.00
Michael	Staver	6895	PERS032HCC	Southease Asian		3	\$40.00	\$120.00
Michael	Staver	6896	PERS032ICC	Persian Cuisine		3	\$40.00	\$120.00
Jane	VanHamme	6948	PERS032XCC	Chair Yoga		8	\$30.00	\$240.00
Steve	Gellings	6419	MATH111A	Technical Math		2.4	\$1,269.03	\$3,045.67
Jeremy	Monigold	6359	INFT141Y1	Int. Excel		1	\$1,522.83	\$1,522.83
Jeremy	Monigold	6367	INFT146Y1	Int. Access		1	\$1,522.83	\$289.34*
Jeremy	Monigold	6732	MTEC165HB	3D Printing		0.87	\$1,522.83	\$1,324.86*
Aaron	Sargent	6734	MTEC165HB	3D Printing		0.87	\$1,522.83	\$1,324.86*
Brian	Dinderman	6398	AGOC224A	Artificial Insemination		2.9	\$473.69	\$1,373.70
Ashely	Harms	6816	ECE208Y1	Supervision & Admin		3	\$531.33	\$265.67*
Roger	Hicks	6276	WELD232N	Int. Welding		3.9	\$488.69	\$1,905.89
Melissa	Johnson	6379	ECE203Y2	Home,Sci,Com Relations		0.3	\$634.52	\$190.36

				COURSE	CLOCK	CREDIT		TOTAL	
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY	
Roberta	Andrews		MATH059B	Pre-Algebra II		2	\$488.69	\$977.38	
Roberta	Andrews		MATH Y3	MAC Lab		2	\$488.69	\$977.38	
Nancy	Luepke		MATH G2	MAC Lab		2	\$488.69	\$649.96*	
Nancy	Luepke		MATH067B	Basic Algebra		2	\$488.69	\$977.38	
Nancy	Luepke		MATH M2	MAC Lab		2.5	\$488.69	\$1,221.73	
Ellen	McGinnis		MATH A2	MAC Lab		2	\$488.69	\$977.38	
Ellen	McGinnis		MATH C2	MAC Lab		2	\$488.69	\$977.38	
Ellen	McGinnis		MATH E2	MAC Lab		2	\$488.69	\$977.38	
Ellen	McGinnis		MATH D2	MAC Lab		2	\$488.69	\$816.11*	
Mark	Miller		MATH Y5	MAC Lab		2	\$546.33	\$1,092.66	
Mark	Miller		MATH D2	MAC Lab		2	\$546.33	\$1,092.66	
Kathy	Sleezer		MATH159B	Int Algebra		2	\$546.33	\$1,092.66	
Kathy	Sleezer		MATH F2	MAC Lab		2	\$546.33	\$1,092.66	
Don	Tresemmer		MATH058B	Pre-Algebra I		2	\$488.69	\$977.38	
Scott	Anderson	7121	WFD048C	IMEC for FN Smith				\$1,682.80	
Cliff	Klenke	7102	WFD048A	Solder Qualification				\$1,268.96	
Aaron	Sargent		Dual Credit Observation Visits					\$75.00	
Carol	Wilhelms		Dual Credit Observation Visits					\$75.00	
Amanda	Lessman	6674	NURS091BHX	BNA Clinical	40		\$30.00	\$1,200.00	
*Pro rated based on enrollment									
FIRST	LAST	CRN	SUBJECT	COURSE	CLOCK	CREDIT	RATE	TOTAL	
				TITLE	HRS	HRS		SALARY	
Other Assignments									
Kim	Ramirez		Medical coding course for 8 students - final installment						\$ 5,520.00
Jennifer	Ashe Eckerman		Designed programs for multiple campus departments						\$ 772.90
Camelot Costumes LLC			Labor for Black History month event					\$ 300.00	
Kim	Grimes		Worked district playoff game 3/9/19					\$ 30.00	
Almonzo	Moore-Oesterreich		Set construction for Jane Addams event						\$ 200.00
Brooke	Parkinson		Choreographer for Youth Choir						\$ 100.00
Misty	Witt		Worked district playoff game 3/9/19					\$ 30.00	
Alexander	Jansen		Lighting work for Jane Addams event					\$ 200.00	
Camelot Costumes LLC			Labor for Jane Addams Festival of New Plays						\$ 970.00
Sara	Robbe		Speaker for High School Servant Leadership meeting 3/9/19						\$ 500.00
Laura	Caswell		Instrumentalist in Spring Choral concert						\$ 75.00
Kenji	Grahame		Sound for Spring Choral concert					\$ 125.00	
Alexander	Jansen		Set lights for Spring Choral concert					\$ 100.00	

**AGENDA ITEM #XI-D-1  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE BOARD**

**RESOLUTION APPROVING PARTICIPATION IN THE  
LEE OGLE ENTERPRISE ZONE**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the attached Resolution approving participation in the Lee Ogle Enterprise Zone and allowing for taxes on real property levied by the College to be abated on property located within the boundary of the Enterprise Zone as certified by the Department of Commerce and Economic Development (“the Department”) and upon which new improvements have been constructed. In accordance with the attached Resolution, abatement of taxes on any parcel shall not exceed the amount attributable to the construction of the improvements or the renovation or rehabilitation of existing improvements on such parcel.

**BACKGROUND:** At the March 19, 2019, regular meeting, Mr. Andy Shaw, Administrator of the Lee Ogle Enterprise Zone, presented trustees with information on the Lee Ogle Enterprise Zone. The following abatement schedule outlines the abatement for projects commencing on or after January 1, 2019. Taxes on real property levied by the Highland Community College District shall be abated on property located within the boundary of the Enterprise Zone, as certified by the Department, and upon which new improvements have been constructed as follows:

- |    |   |     |
|----|---|-----|
| a) | For taxes levied in the first year of abatement:  | 50% |
| b) | For taxes levied in the second year of abatement: | 50% |
| c) | For taxes levied in the third year of abatement:  | 50% |
| d) | For taxes levied in the fourth year of abatement: | 50% |
| e) | For taxes levied in the fifth year of abatement:  | 50% |
| f) | For taxes levied in the sixth year of abatement:  | 50% |

Said abatements shall be for six (6) consecutive years beginning with the real estate taxes payable in the year following the first full year of a facility's commercial operation after which said improvements have been made and fully assessed. Abatement for a specific project will cease after the sixth year or upon expiration, termination or decertification of the Lee Ogle Enterprise Zone, whichever is sooner.

The Highland Board of Trustees supports economic development throughout the College district. Tax abatement requests are considered on an individual basis following established Board policy 5.50 – Tax Abatement.

BOARD ACTION: \_\_\_\_\_

**RESOLUTION APPROVING PARTICIPATION  
IN THE LEE OGLE ENTERPRISE ZONE  
- HIGHLAND COMMUNITY COLLEGE DISTRICT-**

**WHEREAS**, the County of Lee, the City of Dixon, the County of Ogle and the City of Rochelle determined that it was desirable and necessary for the Lee and Ogle County region to apply for a new Enterprise Zone designation for the long term benefit and economic viability of the area; and,

**WHEREAS**, the Lee Ogle Enterprise Zone, “the Zone”, was approved by the State of Illinois Enterprise Zone Board and certified by the Department of Commerce and Economic Development, “The Department”, with the Enterprise Zone designation in effect from January 1, 2017, through December 31, 2031, subject to review by the Enterprise Zone Board after the 13th year of existence for an additional ten-year designation beginning on the expiration date of the Zone; and

**WHEREAS**, Enterprise Zones provide state and local incentives used to promote the economic growth of the area; to reduce unemployment; and to encourage expansion, rehabilitation; and new construction of structures within the Enterprise Zone; and

**WHEREAS**, the Designating Units of Government of the Lee Ogle Enterprise Zone are seeking agreement with the Taxing Districts located within the boundaries of the Lee Ogle Enterprise Zone, to abate real property taxes pursuant to requirements in 35 ILCS 200/18-170; and,

**WHEREAS**, certain boundaries of the **HIGHLAND COMMUNITY COLLEGE** Taxing District lie or will lie in an area within an Enterprise Zone as outlined in “ADDENDUM A” of the designating ordinances and/or amending ordinances, subject to the certification of the Zone by the Department in accordance with the Enterprise Zone Act; and

**WHEREAS**, the real property tax abatements will apply only to economic development projects meeting specific criteria outlined below; and

**WHEREAS**, reimbursement provisions will be implemented if recipients of real property tax abatement fail to meet the job creation and/or retention goals and capital investment, as outlined below, and

**WHEREAS**, **HIGHLAND COMMUNITY COLLEGE** wishes to participate in the Lee Ogle Enterprise Zone real property tax abatement program, in accordance with the Enterprise Zone Act.

**NOW, THEREFORE, BE IT RESOLVED BY HIGHLAND COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES,**



That **HIGHLAND COMMUNITY COLLEGE DISTRICT** hereby abates real property taxes subject to its jurisdiction, on those properties located within the boundaries of the Lee Ogle Enterprise Zone on which improvements have been constructed, as outlined below:

**SECTION 1 – TERM.** The term of the Zone will be for 15 years commencing on January 1, 2017, and ending at midnight on December 31, 2031, or until such time as the Zone has expired, been decertified by the Department or repealed by the General Assembly or by ordinance of the participating governmental entities, whichever is sooner. After the 13th year, the zone is subject to review by the state Enterprise Zone Board for an additional 10-year designation beginning on the expiration date of the enterprise zone. During the review process, the state Enterprise Zone Board shall consider the costs incurred by the State and units of local government as a result of tax benefits received by the enterprise zone before granting the extension. Upon approval of the state Enterprise Zone Board, the Zone may further be in effect for an additional 10 years beginning January 1, 2032.

**SECTION 2 – PROPERTY TAX ABATEMENT.** Commencing on or after January 1, 2018, taxes on real property levied by the **HIGHLAND COMMUNITY COLLEGE DISTRICT** shall be abated on property located within the boundary of the Enterprise Zone as certified by the Department and upon which new improvements have been constructed as follows. In no event shall any abatement of taxes on any parcel exceed the amount attributable to the construction of the improvements or the renovation or rehabilitation of existing improvements on such parcel.

A. DEFINITIONS

- 1) “Memorandum of Understanding” or “MOU” as defined herein is the written agreement between the Lee Ogle Enterprise Zone Administrator, on behalf of the Taxing Districts participating in the Lee Ogle Enterprise Zone property tax abatement program, and the Applicant receiving tax abatement. The MOU defines the terms and conditions by which abatement of real estate property tax is authorized, as stipulated in the Designating Ordinances and this Agreement.
- 2) “Project Application” as defined herein is the written application for Lee Ogle Enterprise Zone benefits for “Eligible Project Types,” job creation and/or retention, and capital investment projects. The application must be completed by the company seeking benefits (or the company’s designated representative) and submitted to the Lee Ogle Enterprise Zone Administrator prior to the initiation of construction for said project. The Application provides information necessary for the Administrator to verify eligibility for Enterprise Zone benefits including, but not limited to, property tax abatement and Sales Tax Exemption for Construction Materials in conjunction with the Illinois Department of

Revenue processes and procedures in effect at the time of the Application.

- 3) “Eligible Project Types” as defined herein are those projects for uses conforming to the codified zoning districts and uses of the Designating Units of Government. The specific zoning districts and types for each of the Designating Units of Government are as listed herein and as may be amended by local ordinance from time to time.
- 4) “Eligible Special Uses, Variations” as defined herein are considered Eligible Project Types when the Special Use or Variation is granted by local ordinance of the controlling Designating Unit of Government.

City of Dixon Districts for Eligible Project Types:

- B-1 Limited Neighborhood Business District
- B-2 General Business District
- CBD Central Business District
- BH-1 Interchange Planned Unit Development District
- LM Limited Manufacturing/Business Park District
- GM General Manufacturing District

City of Amboy Districts for Eligible Project Types

- C-1 Neighborhood Commercial District
- C-2 General Commercial District
- I-1 Light Industrial District
- I-2 Heavy Industrial District

Lee County Districts for Eligible Project Types:

- C-1 Neighborhood Office and Business District
- C-2 Planned Office and Business District
- C-3 General Business District
- I-1 Planned Industrial District
- I-2 General Industrial District
- PUD Planned Unit Development
- DPA Detailed Planning Area

Rochelle Districts for Eligible Project Types:

- Commercial Districts
  - B-1 Central Business District (CBD)
  - B-2 Highway Commercial District
  - B-3 Neighborhood Commercial District
- Industrial Districts
  - I-1 Light (limited) Industry District
  - I-2 General Industrial District

- I-3 Heavy Industrial District
- Overlay Districts
- TTO Transportation Overlay District
- TOD Technology Overlay District

Village of Mount Morris Districts for Eligible Project Types

- C-1 General Business District
- C-2 Highway Business District
- I-1 Light Industrial District
- I-2 General Industrial District

Ogle County Districts for Eligible Project Types:

- B-1 Business District
- B-2 Business Recreational District
- B-3 Restricted Interstate Highway Area Business District
- I-1 Industrial District
- PD Planned Development District

- E) “Commercial Multi-Family Residential Eligible Project Type” as defined herein refers to newly constructed multi-family residential projects where the buildings consist of six (6) units or more on a common foundation. For purposes of Lee Ogle Enterprise Zone, these projects shall be considered commercial in nature and an Eligible Project type.
- F) Exclusions – Residential projects, other than commercial multi-family residential project types as set forth in Section 2.E. above, shall be ineligible for any benefits herein established in the Lee Ogle Enterprise Zone.

**SECTION 3 – DESIGNATING UNITS OF GOVERNMENT AND TAXING DISTRICTS PROPERTY TAX ABATEMENT POLICIES.**

- A) By individual governmental Ordinance or Resolution, each designating unit of government and taxing district for the Lee Ogle Enterprise Zone shall have a uniform property tax abatement policy that follows the terms outlined below.
- B) **Property Tax Abatement** - In no event shall any abatement of taxes on any parcel exceed the amount attributable to the construction of the improvements or the renovation or rehabilitation of existing improvements on such parcel.
  - 1) That commencing on or after January 1, 2018, taxes on real property levied by the **HIGHLAND COMMUNITY COLLEGE DISTRICT**, whichever is applicable, shall be abated on property located within the boundary of

the Enterprise Zone, as certified by the Department, and upon which new improvements have been constructed as follows:

- |    |   |     |
|----|---|-----|
| a) | For taxes levied in the first year of abatement:  | 50% |
| b) | For taxes levied in the second year of abatement: | 50% |
| c) | For taxes levied in the third year of abatement:  | 50% |
| d) | For taxes levied in the fourth year of abatement: | 50% |
| e) | For taxes levied in the fifth year of abatement:  | 50% |
| f) | For taxes levied in the sixth year of abatement:  | 50% |

Said abatements shall be for six (6) consecutive years beginning with the real estate taxes payable in the year following the first full year of a facility's commercial operation after which said improvements have been made and fully assessed. Abatement for a specific project will cease after the sixth year or upon expiration, termination or decertification of the Lee Ogle Enterprise Zone, whichever is sooner.

- 2) The above property tax abatements shall be applicable for eligible project types for improvements to real property upon which new construction, improvements, renovation or rehabilitation, for which a building permit is required and one has been obtained, has been completed after January 1, 2018, and before the expiration, termination or decertification of the Lee Ogle Enterprise Zone, whichever is sooner. Abatement shall only apply to the incremental increase in taxes assessed as a result of the project and its related improvements.
- D) **Eligibility** - Questions as to the eligibility of a project will be decided by the Lee Ogle Enterprise Zone Administrator, with advice and consent of the Lee Ogle Enterprise Zone Advisory Board.
- E) **Abatement Performance Monitoring Process.** Entities meeting qualification criteria outlined above must enter into a Memorandum of Understanding with the Lee Ogle Enterprise Zone through its Enterprise Zone Administrator, outlining projected job creation and/or job retention numbers and capital investment for the eligible Non-Residential-based projects as defined in Section 2 above. Said Administrator is hereby authorized to enter such agreements on behalf of the Lee Ogle Enterprise Zone and its participating taxing districts.
- 1) Entities receiving property tax abatement for eligible projects must agree to maintain a minimum of 75% of the employment levels at that location as described in the Memorandum of Understanding for the term of abatement. At the discretion of the Lee Ogle Enterprise Zone Administrator, with the advice and consent of the Lee Ogle Enterprise Zone Advisory Board, failure to maintain a minimum of 75% of the

employment levels during the agreement period may result in the immediate termination of remaining abatement and/or the pro-rata repayment of previously abated real property taxes to the applicable taxing districts.

- 2) The Administrator of the Lee Ogle Enterprise Zone will annually monitor the performance of the eligible recipients of property tax abatement in order to ensure that job and investment projections outlined in the Memorandum of Understanding are being met.
  - 3) The Lee Ogle Enterprise Zone Administrator will also inform the entity of required enterprise zone-related, state of Illinois reporting requirements. Failure to report Enterprise Zone benefits as required by the Illinois Department of Revenue, and/or other state agencies, as may be dictated by state statute, may result in termination of all locally designated Lee Ogle Enterprise Zone benefits.
  - 4) The Administrator of the Lee Ogle Enterprise Zone, with advice and consent of the Lee Ogle Enterprise Zone Advisory Board, may elect to waive enforcement of any performance measures outlined in the Memorandum of Understanding based on a finding that the waiver is necessary to avert an imminent, demonstrable and material hardship to the entity that may result in such entity's insolvency or discharge of workers.
- F) **CONTINUITY OF BENEFITS** - Upon the effective date of this ordinance, all incentives, Enterprise Zone property tax abatements, general property tax abatements and benefits previously offered and in effect within the boundaries of the former Lee County Enterprise Zone #9 shall continue as originally awarded for the term of the newly designated Lee Ogle Enterprise Zone for the following groups:
- 1) Business enterprises which are receiving Enterprise Zone or general property tax abatement benefits or incentives on the effective date of this abatement Resolution; or,
  - 2) Business enterprises or expansions which are proposed or under development on the effective date of this abatement Resolution, if the business enterprise demonstrates that the proposed business enterprise or expansion has been committed to locating or expanding in the Zone; or,
  - 3) Business enterprises or expansions where substantial or binding financial obligations have been made; and such commitments have been made in

reasonable reliance on the benefits and programs which would have previously been available as described in 1) and 2) above.

**SECTION 4 – NO ASSIGNMENT OR TRANSFER.** Lee Ogle Enterprise Zone property tax abatement shall be specifically granted to the Applicant and may not be re-assigned or transferred without a Written Notice of Transfer Request being submitted to the Lee Ogle Enterprise Zone Administrator. In the event that the Applicant desires to transfer or assign any or all of its ownership of the subject property where the business located thereon, the transferee shall submit correspondence to the Lee Ogle Enterprise Zone Administrator requesting transfer of the abatement to the new owner for the time remaining on the abatement.

The Lee Ogle Enterprise Zone Administrator, with the advice and consent of the Lee Ogle Enterprise Zone Advisory Board, shall review the taxpayer's request to transfer said abatement, and determine the taxpayer's eligibility for such transfer, subject to the terms and conditions of Section 2 above as well as compliance with the Act. The Lee Ogle Enterprise Zone Administrator shall notify the affected taxing districts that such a request has been made and the action taken by the Administrator to address the transfer request.

**SECTION 5 – ADMINISTRATION.** By agreement of the joint applicants of the County of Lee, the City of Dixon, the County of Ogle and the City of Rochelle, the Administrator of the Lee Ogle Enterprise Zone will be the CEO/President of the Lee County Industrial Development Association, or other qualified party chosen by the Designating Units of Government. Administration of the Zone will be carried out as described in the Enterprise Zone Intergovernmental Agreement between the County of Lee, the City of Dixon, the County of Ogle and the City of Rochelle.

**SECTION 6 – TAX INCREMENT FINANCING DISTRICT OR REDEVELOPMENT AREA OVERLAY.** In the event that a Tax Increment Financing (TIF) District or redevelopment district or project area (20 ILCS 655/5.4.1) is, will be or has been created by a municipality under Division 74.4 of the Illinois Municipal Code, and said redevelopment project area contains property that is located in an Enterprise Zone, and the municipality adopts an Enterprise Zone Designating Ordinance pursuant to Section 5.4 of the Act specifically concerning the abatement of taxes on property, as in Section 2 above, located within a redevelopment project area created pursuant to Division 74.4 of the Illinois Municipal Code, and the Department certifies the Ordinance, then the property that is located in both the Enterprise Zone and the redevelopment project area shall not be eligible for the abatement of taxes under Section 18-170 of the Illinois Property Tax Code.

**SECTION 7 – LOCAL SOURCING STATEMENT.** The Board of Trustees of the **HIGHLAND COMMUNITY COLLEGE DISTRICT** encourages companies receiving Enterprise Zone benefits, as provided herein, to utilize local labor and to purchase building materials locally.

**SECTION 8 – CONFLICTING LANGUAGE.** All Resolutions or parts of Resolutions conflicting with any provisions of this Resolution shall be and are hereby repealed.

**SECTION 9 – EFFECTIVE DATE.** This Resolution shall be in effect from the date of and after its passage, approval and recording by the Illinois Department of Commerce and Economic Opportunity, according to law.

**PRESENTED, PASSED, APPROVED AND RECORDED this 29<sup>th</sup> day of April, 2019.**

\_\_\_\_\_  
Board Chair

**ATTESTED:**

\_\_\_\_\_  
Board Secretary

## AMENDMENT 1 TO AMENDMENT 2 TO ADDENDUM "A"

### LEE OGLE ENTERPRISE ZONE

### DESCRIPTION FOR RECORDING

The LEE OGLE ENTERPRISE ZONE being situated in the County of Lee and County of Ogle and the State of Illinois and described in Addendum A in its Designating Ordinance, and as amended in subsequent amending ordinances; is hereby amended to include the following described bounded areas, also listing parcels within these bounded areas as they are presently known, with their respective Ogle County Parcel Identification Numbers (PINs), and the LEE OGLE ENTERPRISE ZONE CONNECTOR STRIPS from the present edge of the LEE OGLE ENTERPRISE ZONE to the described bounded areas and between the described bounded areas;

The LEE OGLE ENTERPRISE ZONE CONNECTOR STRIPS described here are parts of Lee County and Ogle County, Illinois, being at least three (3) feet wide and establishing geographic contiguity in accordance with the Illinois Enterprise Zone Act (20 ILCS 655/1 et seq.), and connect the bounded areas described and to the area presently certified as the LEE OGLE ENTERPRISE ZONE;

Amended total acreage, for LEE OGLE ENTERPRISE ZONE, with total acreage for all LEE OGLE ENTERPRISE ZONE CONNECTOR STRIPS described below, 8881.04 acres more or less.

Starting at a Point of Beginning, "POB", in a part of Township 22N, Range 9E, Section 30, 4<sup>th</sup> Meridian, in Lee County Illinois, at a point which is 319.382 feet at bearing N0°32'25"E from a point at the center of the intersection of Lowell Park Road and Medinah Court in the City of Dixon, a point which lies at the edge of the existing LEE OGLE ENTERPRISE ZONE in the City of Dixon, a LEE OGLE ENTERPRISE ZONE CONNECTOR STRIP, called "CONNECTOR STRIP 1", which is 3 feet wide, covering an area of 5.609 acres, extends Northerly, continuing along the centerline of Lowell Park Road 76,901 feet into the Village of Mount Morris in Ogle County Illinois, where this road changes its name to South Reynolds Avenue at the Village Boundary, this strip now in a part of Township 24N, Range 9E, Section 27, 4<sup>th</sup> Meridian, in Ogle County Illinois, connecting to the center of the intersection of South Reynolds Avenue and West Lincoln Street in the Village of Mount Morris, then "CONNECTOR STRIP 1" continues N89°42'26"E for 1460.807 feet to connect the LEE OGLE ENTERPRISE ZONE to the beginning point of side 1 of "BOUNDED AREA 1", in the Village of Mount Morris, Ogle County, Illinois;

then N88°20'36"E for 285.974 feet to the beginning point of side 2,  
then S1°27'52"E for 265.494 feet to the beginning point of side 3,  
then S88°20'35"W for 286.000 feet to the beginning point of side 4,

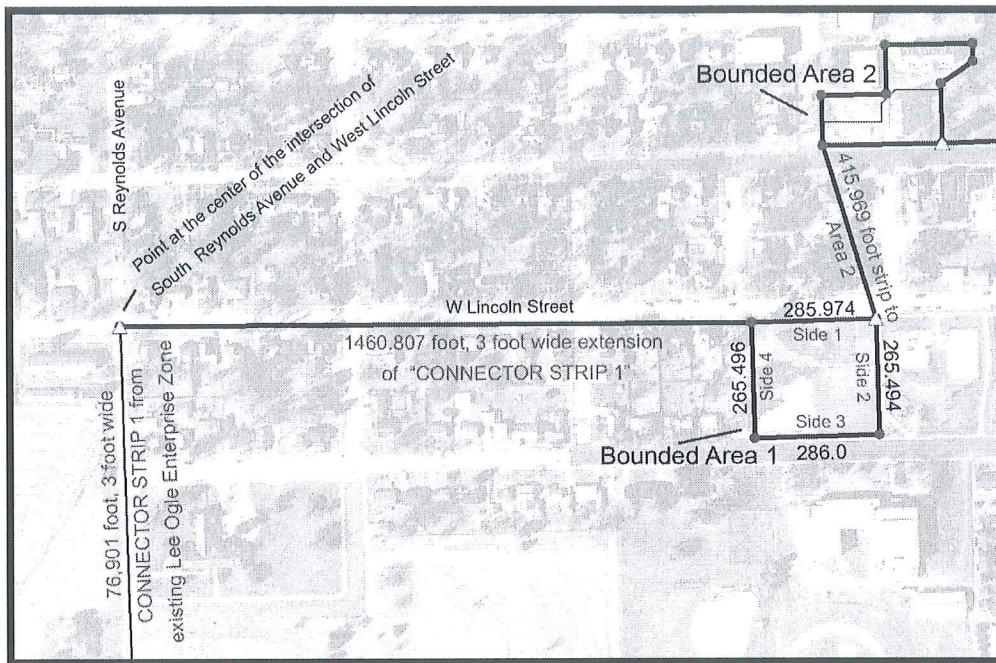
then N1°27'32"W for 265.496 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing the parcel listed in table 1, this bounded area being shown on Illustration A below.



Table 1:

CONNECTOR STRIP from LEE OGLE ENTERPRISE ZONE	To BOUNDED AREA 1	5.609 acres
10-digit OGLE COUNTY PIN		
08-27-477-001	AREA 1	1.74 acres

Illustration A: Bounded Area 1, measurements in feet.



THEN, "CONNECTOR STRIP 2", a three-foot wide strip of zone territory, covering an area of .02845 acres, extends from the point between sides 1 and 2 of "BOUNDED AREA 1", N16°50'39"W for 415.969 feet to connect to the beginning point of side 1 of "BOUNDED AREA 2", in the Village of Mount Morris, Ogle County, Illinois;

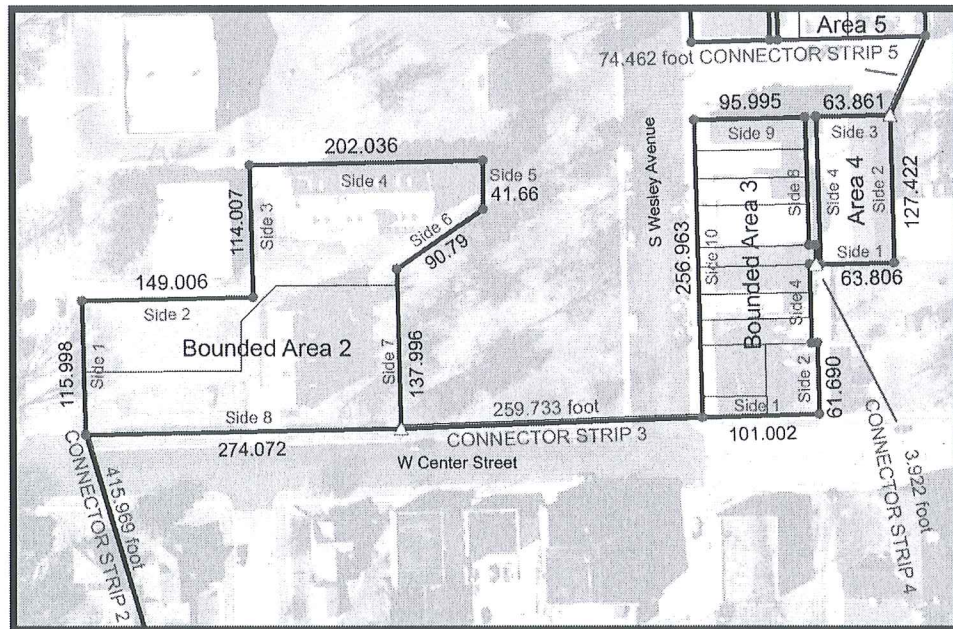
then N1°27'44"W for 115.998 feet to the beginning point of side 2, then N88°55'38"E for 149.006 feet to the beginning point of side 3, then N1°27'45"W for 114.007 feet to the beginning point of side 4, then N88°55'30"E for 202.036 feet to the beginning point of side 5, then S0°07'26"W for 41.660 feet to the beginning point of side 6 then S55°14'32"W for 90.790 feet to the beginning point of side 7, then S1°29'33"E for 137.996 feet to the beginning point of side 8,

then S88°55'31"W for 274.072 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing two parcels listed in Table 2, this bounded area being shown on Illustration B below.

Table 2:

CONNECTOR STRIP 2	To BOUNDED AREA 2	0.02845 acres
10-digit PIN		
08-27-438-002	BOUNDED AREA 02	0.6245 acres
08-27-438-003	BOUNDED AREA 02	0.5493 acres

Illustration B: Bounded Areas 2, 3, and 4, measurements in feet, some not labelled due to space constraints



THEN, "CONNECTOR STRIP 3", a three-foot wide strip of zone territory, covering an area of 0.0185 acres, extends from the point between sides 7 and 8 of "BOUNDED AREA 2", N87°56'38"E for 259.733 feet to connect to the beginning point of side 1 of "BOUNDED AREA 3", in the Village of Mount Morris, Ogle County, Illinois;

then N88°20'36"E for 101.002 feet to the beginning point of side 2, then N1°27'30"W for 61.690 feet to the beginning point of side 3, then S88°44'23"W for 5.001 feet to the beginning point of side 4,

then N1°27'37"W for 67.892 feet to the beginning point of side 5,  
 then N87°48'41"E for 5.682 feet to the beginning point of side 6  
 then N1°45'17"W for 16.591 feet to the beginning point of side 7,  
 then S88°40'04"W for 5.592 feet to the beginning point of side 8,  
 then N1°27'46"W for 110.476 feet to the beginning point of side 9,  
 then S88°27'36"W for 95.995 feet to the beginning point of side 10,

then S1°27'30"E for 256.963 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 11 parcels listed in table 3, this bounded area being shown on Illustration B.

Table 3:

CONNECTOR STRIP 3	To BOUNDED AREA 3	0.0185 acres
10-digit PIN		
08-27-433-009	BOUNDED AREA 03	0.0572 acres
08-27-433-003	BOUNDED AREA 03	0.0515 acres
08-27-433-008	BOUNDED AREA 03	0.0482 acres
08-27-433-007	BOUNDED AREA 03	0.0482 acres
08-27-433-006	BOUNDED AREA 03	0.0531 acres
08-27-433-021	BOUNDED AREA 03	0.0528 acres
08-27-433-020	BOUNDED AREA 03	0.0598 acres
08-27-433-014	BOUNDED AREA 03	0.0639 acres
08-27-433-010	BOUNDED AREA 03	0.0227 acres
08-27-433-005	BOUNDED AREA 03	0.0389 acres
08-27-433-004	BOUNDED AREA 03	0.0789 acres

THEN, "CONNECTOR STRIP 4", a three-foot wide strip of zone territory, covering an area of 0.0003 acres, extends from the point between sides 5 and 6 of "BOUNDED AREA 3", N89°57'30"E for 3.922 feet to connect to the beginning point of side 1 of "BOUNDED AREA 4", in the Village of Mount Morris, Ogle County, Illinois;

then N88°41'52"E for 63.806 feet to the beginning point of side 2,  
then N1°26'06"W for 127.422 feet to the beginning point of side 3,  
then S88°29'27"W for 63.861 feet to the beginning point of side 4,

then S1°27'35"E for 127.191 feet to return to the beginning point of side 1, and close a polygon  
containing this bounded area, enclosing 1 parcel listed in table 4, this bounded area being shown on  
Illustration B.

Table 4:

CONNECTOR STRIP 4	To BOUNDED AREA 4	0.0003 acres
10-digit PIN		
08-27-433-012	BOUNDED AREA 04	.19 acres

THEN, "CONNECTOR STRIP 5", a three-foot wide strip of zone territory, covering an area of 0.005  
acres, extends from the point between sides 2 and 3 of "BOUNDED AREA 4", N24°37'43"E for 74.462  
feet to connect to the beginning point of side 1 of "BOUNDED AREA 5", in the Village of Mount Morris,  
Ogle County, Illinois;

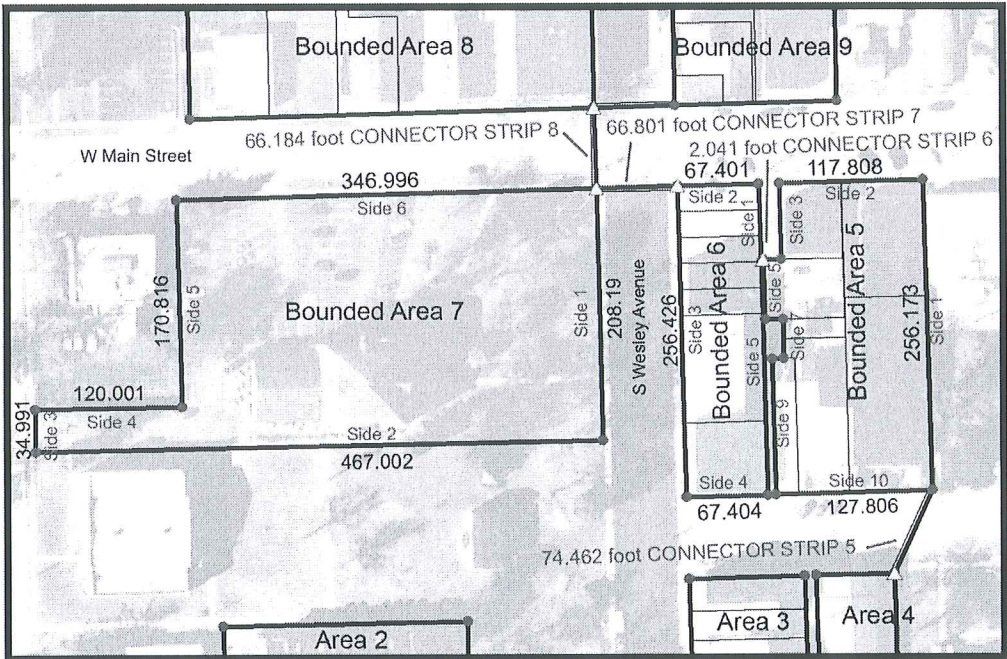
then N1°27'38"W for 256.173 feet to the beginning point of side 2,  
then S88°32'09"W for 117.808 feet to the beginning point of side 3,  
then S1°27'52"E for 63.001 feet to the beginning point of side 4,  
then S88°27'50"W for 15.295 feet to the beginning point of side 5,  
then S1°27'00"E for 49.006 feet to the beginning point of side 6  
then N88°25'39"E for 15.306 feet to the beginning point of side 7,  
then S1°27'10"E for 32.340 feet to the beginning point of side 8,  
then S88°27'07"W for 9.994 feet to the beginning point of side 9,  
then S1°27'30"E for 111.986 feet to the beginning point of side 10,

then N88°27'44"E for 127.806 feet to return to the beginning point of side 1, and close a polygon  
containing this bounded area, enclosing 7 parcels listed in table 5, this bounded area being shown on  
Illustration C.

Table 5:

CONNECTOR STRIP 5	To BOUNDED AREA 5	0.0050 acres
10-digit PIN		
08-27-432-015	BOUNDED AREA 5	0.0488 acres
08-27-432-016	BOUNDED AREA 5	0.1250 acres
08-27-432-009	BOUNDED AREA 5	0.0189 acres
08-27-432-022	BOUNDED AREA 5	0.2480 acres
08-27-432-008	BOUNDED AREA 5	0.0739 acres
08-27-432-007	BOUNDED AREA 5	0.0729 acres
08-27-432-020	BOUNDED AREA 5	0.1472 acres

Illustration C: Bounded Areas 5, 6, and 7, measurements in feet, some not labelled due to space constraints.



THEN, "CONNECTOR STRIP 6", a three-foot wide strip of zone territory, covering an area of .00001 acres, extends from the point between sides 4 and 5 of "BOUNDED AREA 5", S55°22'29"W for 2.041

feet to connect to the beginning point of side 1 of "BOUNDED AREA 6", in the Village of Mount Morris, Ogle County, Illinois;

then N1°27'23"W for 64.131 feet to the beginning point of side 2,  
then S88°31'54"W for 67.401 feet to the beginning point of side 3,  
then S1°27'32"E for 256.426 feet to the beginning point of side 4,  
then N88°27'41"E for 67.404 feet to the beginning point of side 5,

then N1°27'39"W for 192.212 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 7 parcels listed in table 6, this bounded area being shown on Illustration C.

Table 6:

CONNECTOR STRIP 6	To BOUNDED AREA 6	0.0001 acres
10-digit PIN		
08-27-432-013	BOUNDED AREA 6	0.0936 acres
08-27-432-006	BOUNDED AREA 6	0.1376 acres
08-27-432-005	BOUNDED AREA 6	0.0331 acres
08-27-432-004	BOUNDED AREA 6	0.0331 acres
08-27-432-003	BOUNDED AREA 6	0.0331 acres
08-27-432-002	BOUNDED AREA 6	0.0331 acres
08-27-432-001	BOUNDED AREA 6	0.0331 acres

THEN, "CONNECTOR STRIP 7", a three-foot wide strip of zone territory, covering an area of .0049 acres, extends from the point between sides 2 and 3 of "BOUNDED AREA 6", S88°32'27"W for 66.801 feet to connect to the beginning point of side 1 of "BOUNDED AREA 7", in the Village of Mount Morris, Ogle County, Illinois;

then S1°27'39"E for 208.190 feet to the beginning point of side 2,  
then S88°55'31"W for 467.002 feet to the beginning point of side 3,  
then N1°27'27"W for 34.991 feet to the beginning point of side 4,  
then N88°55'15"E for 120.001 feet to the beginning point of side 5,  
then N1°27'45"W for 170.816 feet to the beginning point of side 6,

then N88°32'00"E for 346.996 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 1 parcels listed in table 7, this bounded area being shown on Illustration C.

Table 7:

CONNECTOR STRIP 7	To BOUNDED AREA 7	0.0049 acres
10-digit PIN		
08-27-431-003	BOUNDED AREA 07	1.7454 acres

THEN, "CONNECTOR STRIP 8", a three-foot wide strip of zone territory, covering an area of .0049 acres, extends from the point between sides 1 and 6 of "BOUNDED AREA 7", N1°27'04"W for 66.184 feet to connect to the beginning point of side 1 of "BOUNDED AREA 8", in the Village of Mount Morris, Ogle County, Illinois;

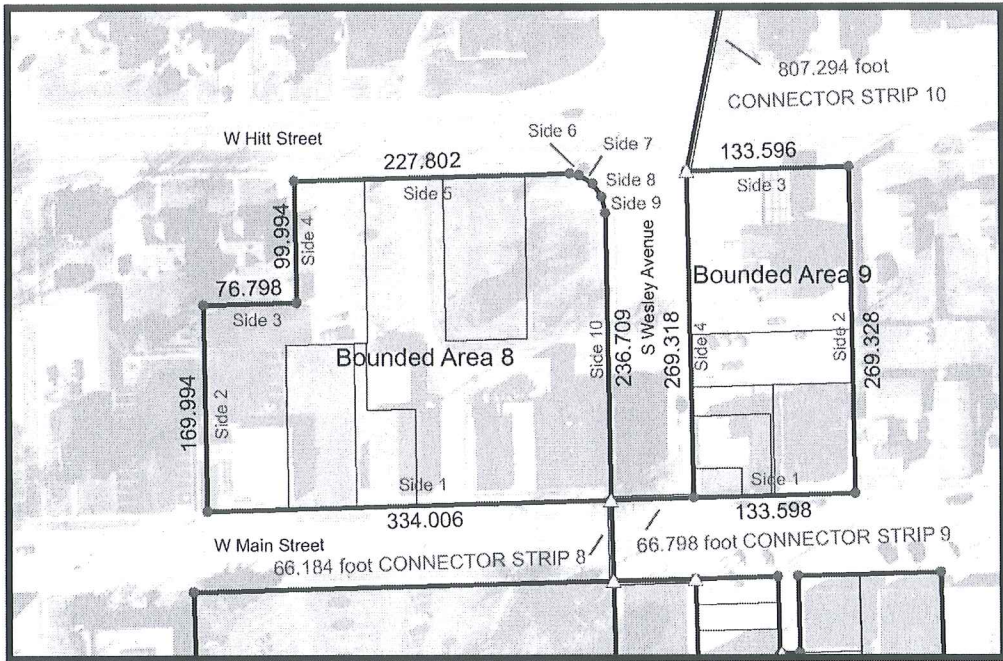
then S88°27'43"W for 334.006 feet to the beginning point of side 2,  
then N0°58'03"W for 169.994 feet to the beginning point of side 3,  
then N88°27'20"E for 76.798 feet to the beginning point of side 4,  
then N0°58'06"W for 99.994 feet to the beginning point of side 5,  
then N88°27'38"E for 227.802 feet to the beginning point of side 6,  
then S80°07'20"E for 8.161 feet to the beginning point of side 7,  
then S57°38'26"E for 13.377 feet to the beginning point of side 8,  
then S35°06'53"E for 13.386 feet to the beginning point of side 9,  
then S12°37'37"E for 13.312 feet to the beginning point of side 10,

then S0°58'11"E for 236.709 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 5 parcels listed in table 8, this bounded area being shown on Illustration D.

Table 8:

CONNECTOR STRIP 8	To BOUNDED AREA 8	0.0049 acres
10-digit PIN		
08-27-427-016	BOUNDED AREA 08	0.1760 acres
08-27-427-017	BOUNDED AREA 08	0.1045 acres
08-27-427-010	BOUNDED AREA 08	0.4494 acres
08-27-427-006	BOUNDED AREA 08	0.2070 acres
08-27-427-015	BOUNDED AREA 08	0.9513 acres

Illustration D: Bounded Areas 8 and 9, measurements in feet, some not labelled due to space constraints.



THEN, "CONNECTOR STRIP 9", a three-foot wide strip of zone territory, covering an area of .0049 acres, extends from the point between sides 1 and 10 of "BOUNDED AREA 8", N88°27'06"E for 66.798 feet to connect to the beginning point of side 1 of "BOUNDED AREA 9", in the Village of Mount Morris, Ogle County, Illinois;



then N88°27'37"E for 133.598 feet to the beginning point of side 2,  
then N0°58'05"W for 269.328 feet to the beginning point of side 3,  
then S88°27'21"W for 133.596 feet to the beginning point of side 4,

then S0°58'03"E for 269.318 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 6 parcels listed in table 9, this bounded area being shown on Illustration D.

Table 9:

CONNECTOR STRIP 9	To BOUNDED AREA 9	0.0047 acres
10-digit PIN		
08-27-428-009	BOUNDED AREA 09	0.0220 acres
08-27-428-008	BOUNDED AREA 09	0.0776 acres
08-27-428-007	BOUNDED AREA 09	0.0399 acres
08-27-428-010	BOUNDED AREA 09	0.1395 acres
08-27-428-005	BOUNDED AREA 09	0.1339 acres
08-27-428-001	BOUNDED AREA 09	0.4130 acres

THEN, "CONNECTOR STRIP 10", a three-foot wide strip of zone territory, covering an area of .0574 acres, extends from the point between sides 3 and 4 of "BOUNDED AREA 9", N11°16'21"E for 807.294 feet to connect to the beginning point of side 1 of "BOUNDED AREA 10", in the Village of Mount Morris, Ogle County, Illinois;

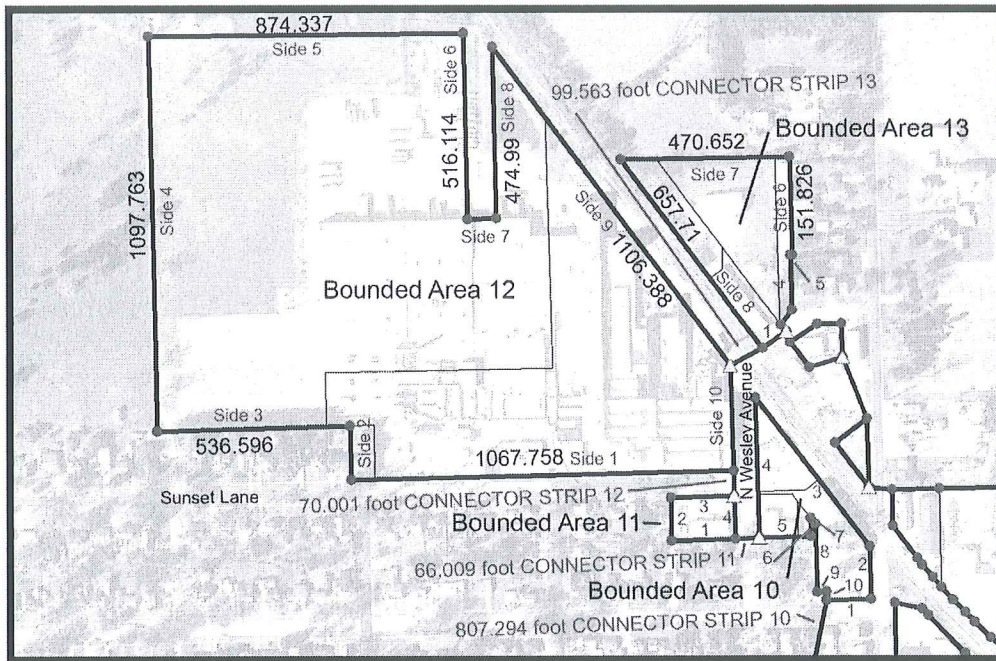
then N88°15'58"E for 123.597 feet to the beginning point of side 2,  
then N1°02'02"W for 146.304 feet to the beginning point of side 3,  
then N37°02'39"W for 518.434 feet to the beginning point of side 4,  
then S1°27'35"E for 389.367 feet to the beginning point of side 5,  
then N88°15'50"E for 139.995 feet to the beginning point of side 6,  
then N1°27'32"W for 50.666 feet to the beginning point of side 7,  
then S36°52'32"E for 20.714 feet to the beginning point of side 8,  
then S1°27'27"E for 188.731 feet to the beginning point of side 9,  
then N88°15'29"E for 25.002 feet to the beginning point of side 10,

then S1°28'01"E for 24.998 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 4 parcels listed in table 10, this bounded area being shown on Illustration E

Table 10:

CONNECTOR STRIP 10	To BOUNDED AREA 10	0.0574 acres
10-digit PIN		
08-27-278-008	BOUNDED AREA 10	0.2845 acres
08-27-278-007	BOUNDED AREA 10	0.9392 acres
08-27-278-009	BOUNDED AREA 10	0.0625 acres
08-27-278-001	BOUNDED AREA 10	0.5359 acres

Illustration E: Bounded Areas 10, 11, 12, and 13, measurements in feet, some not labelled due to space constraints.



THEN, "CONNECTOR STRIP 11", a three-foot wide strip of zone territory, covering an area of .0047 acres, extends from the point between sides 4 and 5 of "BOUNDED AREA 10", S88°16'24"W for 66.009 feet to connect to the beginning point of side 1 of "BOUNDED AREA 11", in the Village of Mount Morris, Ogle County, Illinois;

then S88°15'57"W for 178.772 feet to the beginning point of side 2, then N1°27'40"W for 119.999 feet to the beginning point of side 3, then N88°16'06"E for 178.778 feet to the beginning point of side 4,

then S1°27'30"E for 119.991 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 1 parcel listed in table 11, this bounded area being shown on Illustration E.

Table 11:

CONNECTOR STRIP 11	To BOUNDED AREA 11	0.0047 acres
10-digit PIN		
08-27-277-010	BOUNDED AREA 11	0.4925 acres

THEN, "CONNECTOR STRIP 12", a three-foot wide strip of zone territory, covering an area of .0051 acres, extends from the point between sides 3 and 4 of "BOUNDED AREA 11", N1°27'43"W for 70.001 feet to connect to the beginning point of side 1 of "BOUNDED AREA 12", in the Village of Mount Morris, Ogle County, Illinois;

then S88°40'07"W for 1067.758 feet to the beginning point of side 2,  
then N1°27'33"W for 149.999 feet to the beginning point of side 3,  
then S88°15'56"W for 536.596 feet to the beginning point of side 4,  
then N1°02'49"W for 1097.763 feet to the beginning point of side 5,  
then N89°28'11"E for 874.337 feet to the beginning point of side 6,  
then S1°12'25"E for 516.114 feet to the beginning point of side 7,  
then N88°19'00"E for 79.995 feet to the beginning point of side 8,  
then N1°13'50"W for 474.990 feet to the beginning point of side 9,  
then S36°58'05"E for 1106.388 feet to the beginning point of side 10,

then S1°27'25"E for 291.923 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 3 parcels listed in table 12, this bounded area being shown on Illustration E.

Table 12:

CONNECTOR STRIP 12	To BOUNDED AREA 12	0.0051 acres
10-digit PIN		
08-27-253-008	BOUNDED AREA 12	0.2300 acres
08-27-228-003	BOUNDED AREA 12	11.2505 acres
08-27-201-004	BOUNDED AREA 12	23.8921 acres

THEN, "CONNECTOR STRIP 13", a three-foot wide strip of zone territory, covering an area of .0069 acres, extends from the point between sides 9 and 10 of "BOUNDED AREA 12", N61°31'47"E for 99.563 feet to connect to the beginning point of side 1 of "BOUNDED AREA 13", in the Village of Mount Morris, Ogle County, Illinois;

then N54°27'18"E for 79.870 feet to the beginning point of side 2,  
 then N36°51'45"W for 24.483 feet to the beginning point of side 3,  
 then N36°28'35"E for 50.379 feet to the beginning point of side 4,  
 then N1°24'28"W for 151.826 feet to the beginning point of side 5,  
 then N89°14'10"E for 6.001 feet to the beginning point of side 6,  
 then N1°24'19"W for 274.002 feet to the beginning point of side 7,  
 then S89°14'08"W for 470.652 feet to the beginning point of side 8,

then S36°53'24"E for 657.710 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 4 parcels listed in table 13, this bounded area being shown on Illustration E.

Table 13:

CONNECTOR STRIP 13	To BOUNDED AREA 13	0.0069 acres
10-digit PIN		
08-27-229-004	BOUNDED AREA 13	0.4640 acres
08-27-229-001	BOUNDED AREA 13	0.6898 acres
08-27-229-007	BOUNDED AREA 13	1.7580 acres
08-27-229-008	BOUNDED AREA 13	0.3873 acres

THEN, "CONNECTOR STRIP 14", a three-foot wide strip of zone territory, covering an area of .0022 acres, extends from the point between sides 1 and 2 of "BOUNDED AREA 13", S18°21'29"E for 31.411 feet to connect to the beginning point of side 1 of "BOUNDED AREA 14", in the Village of Mount Morris, Ogle County, Illinois;

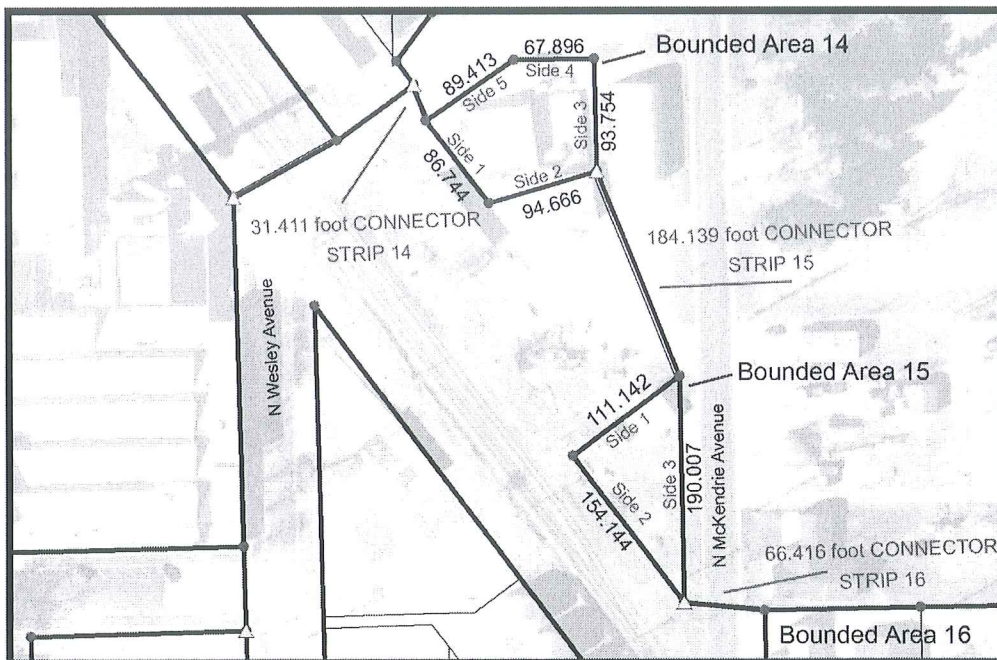
then S37°18'12"E for 86.744 feet to the beginning point of side 2,  
 then N73°33'10"E for 94.666 feet to the beginning point of side 3,  
 then N1°05'21"W for 93.754 feet to the beginning point of side 4,  
 then S89°14'26"W for 67.896 feet to the beginning point of side 5,

then S55°30'11"W for 89.413 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 1 parcels listed in table 14, this bounded area being shown on Illustration F.

Table 14:

CONNECTOR STRIP 14	To BOUNDED AREA 14	0.0022 acres
10-digit PIN		
08-27-230-007	BOUNDED AREA 14	0.2804 acres

Illustration F: Bounded Areas 14 and 15, measurements in feet.



THEN, "CONNECTOR STRIP 15", a three-foot wide strip of zone territory, covering an area of .00138 acres, extends from the point between sides 2 and 3 of "BOUNDED AREA 14", S21°45'53"E for 184.139 feet to connect to the beginning point of side 1 of "BOUNDED AREA 15", in the Village of Mount Morris, Ogle County, Illinois;

then S53°07'37"W for 111.142 feet to the beginning point of side 2,  
then S36°53'23"E for 154.144 feet to the beginning point of side 3,

then N1°05'29"W for 190.007 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 1 parcel listed in table 15, this bounded area being shown on Illustration F.

Table 15:

CONNECTOR STRIP 15	To BOUNDED AREA 15	0.0138 acres
10-digit PIN		
08-27-230-006	BOUNDED AREA 15	.1967 acres

THEN, "CONNECTOR STRIP 16", a three-foot wide strip of zone territory, covering an area of .0048 acres, extends from the point between sides 2 and 3 of "BOUNDED AREA 15", S84°41'22"E for 66.416 feet to connect to the beginning point of side 1 of "BOUNDED AREA 16", in the Village of Mount Morris, Ogle County, Illinois;

then S1°05'35"E for 101.178 feet to the beginning point of side 2,  
then S37°00'10"E for 111.723 feet to the beginning point of side 3,  
then S38°18'52"E for 23.281 feet to the beginning point of side 4,  
then S39°18'39"E for 46.561 feet to the beginning point of side 5,  
then S40°27'52"E for 35.746 feet to the beginning point of side 6,  
then S41°39'44"E for 46.856 feet to the beginning point of side 7,  
then S43°01'34"E for 49.599 feet to the beginning point of side 8,  
then S44°14'45"E for 36.104 feet to the beginning point of side 9,  
then S45°39'01"E for 62.654 feet to the beginning point of side 10,  
then S47°53'47"E for 95.562 feet to the beginning point of side 11,  
then S50°09'43"E for 63.212 feet to the beginning point of side 12,  
then S51°57'43"E for 63.213 feet to the beginning point of side 13,  
then S54°28'51"E for 113.771 feet to the beginning point of side 14,  
then N1°05'30"W for 266.617 feet to the beginning point of side 15,  
then N88°57'15"E for 418.030 feet to the beginning point of side 16,  
then S1°05'33"E for 552.290 feet to the beginning point of side 17,  
then S56°41'11"E for 217.417 feet to the beginning point of side 18,  
then N88°44'11"E for 252.111 feet to the beginning point of side 19,  
then N1°06'06"W for 260.578 feet to the beginning point of side 20,  
then N15°20'12"E for 134.448 feet to the beginning point of side 21,  
then S75°14'37"E for 38.789 feet to the beginning point of side 22,  
then N11°32'55"E for 113.488 feet to the beginning point of side 23,  
then S67°02'59"E for 96.325 feet to the beginning point of side 24,  
then N19°55'04"E for 38.982 feet to the beginning point of side 25,  
then S67°53'40"E for 50.038 feet to the beginning point of side 26,  
then S73°03'30"E for 141.490 feet to the beginning point of side 27,  
then N17°31'11"E for 19.400 feet to the beginning point of side 28,  
then N88°51'54"E for 50.480 feet to the beginning point of side 29,  
then N1°18'25"W for 848.351 feet to the beginning point of side 30,  
then S88°45'59"W for 867.601 feet to the beginning point of side 31,  
then S88°57'15"W for 418.030 feet to the beginning point of side 32,

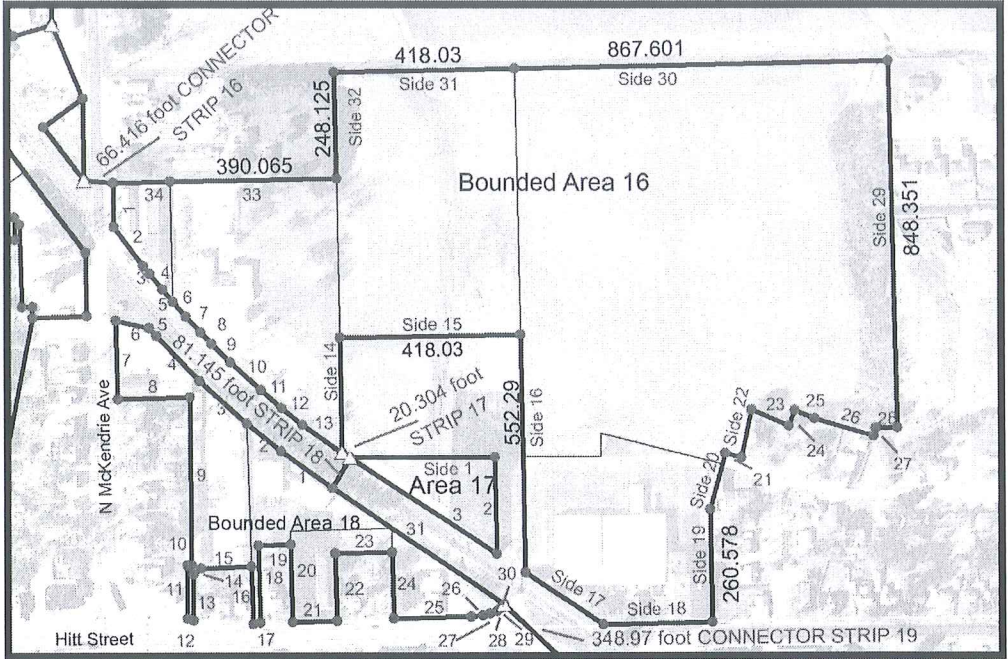
then S1°05'32"E for 248.125 feet to the beginning point of side 33,  
then S88°57'15"W for 390.065 feet to the beginning point of side 34,

then S88°57'03"W for 131.082 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 5 parcels listed in table 16, this bounded area being shown on Illustration G.

Table 16:

CONNECTOR STRIP 16	To BOUNDED AREA 16	0.0048 acres
10-digit PIN		
08-26-151-005	BOUNDED AREA 16	0.5723 acres
08-26-151-006	BOUNDED AREA 16	4.1998 acres
08-26-151-010	BOUNDED AREA 16	3.7596 acres
08-26-151-013	BOUNDED AREA 16	5.8881 acres
08-26-176-002	BOUNDED AREA 16	17.3105 acres

Illustration G: Bounded Areas 16, 17, and 18, measurements in feet, some not labelled due to space constraints.



THEN, "CONNECTOR STRIP 17", a three-foot wide strip of zone territory, covering an area of .0039 acres, extends from the point between sides 13 and 14 of "BOUNDED AREA 16", S56°23'12"E for 20.304 feet to connect to the beginning point of side 1 of "BOUNDED AREA 17", in the Village of Mount Morris, Ogle County, Illinois;

then N89°43'30"E for 335.376 feet to the beginning point of side 2,  
 then S1°05'33"E for 224.461 feet to the beginning point of side 3,

then N56°44'07"W for 406.212 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 1 parcel listed in table 17, this bounded area being shown on Illustration G.

Table 17:

CONNECTOR STRIP 17	To BOUNDED AREA 17	0.00176 acres
10-digit PIN		
08-26-151-011	BOUNDED AREA 17	0.8641 acres



THEN, "CONNECTOR STRIP 18", a three-foot wide strip of zone territory, covering an area of .00564 acres, extends from the point between sides 1 and 3 of "BOUNDED AREA 17", S29°32'39"W for 81.145 feet to connect to the beginning point of side 1 of "BOUNDED AREA 18", in the Village of Mount Morris, Ogle County, Illinois;

then N54°35'40"W for 148.177 feet to the beginning point of side 2,  
 then N51°22'39"W for 102.269 feet to the beginning point of side 3,  
 then N47°57'57"W for 147.732 feet to the beginning point of side 4,  
 then N43°58'53"W for 145.141 feet to the beginning point of side 5,  
 then N41°40'09"W for 24.463 feet to the beginning point of side 6,  
 then N77°52'23"W for 78.256 feet to the beginning point of side 7,  
 then S1°05'36"E for 181.323 feet to the beginning point of side 8,  
 then N88°16'30"E for 168.096 feet to the beginning point of side 9,  
 then S0°19'36"E for 391.116 feet to the beginning point of side 10,  
 then S88°17'34"W for 10.405 feet to the beginning point of side 11,  
 then S0°19'42"E for 122.142 feet to the beginning point of side 12,  
 then S75°46'52"E for 14.453 feet to the beginning point of side 13,  
 then N0°19'32"W for 105.632 feet to the beginning point of side 14,  
 then N52°19'18"E for 23.248 feet to the beginning point of side 15,  
 then N88°24'30"E for 116.655 feet to the beginning point of side 16,  
 then S1°34'32"E for 132.030 feet to the beginning point of side 17,  
 then N81°43'21"E for 18.129 feet to the beginning point of side 18,  
 then N1°34'42"W for 178.998 feet to the beginning point of side 19,  
 then N88°25'28"E for 76.009 feet to the beginning point of side 20,  
 then S1°34'30"E for 178.998 feet to the beginning point of side 21,  
 then N88°25'27"E for 103.999 feet to the beginning point of side 22,  
 then N1°34'30"W for 154.999 feet to the beginning point of side 23,  
 then N88°25'27"E for 132.000 feet to the beginning point of side 24,  
 then S1°34'25"E for 153.678 feet to the beginning point of side 25,  
 then N88°36'35"E for 177.034 feet to the beginning point of side 26,  
 then N84°55'33"E for 27.305 feet to the beginning point of side 27,  
 then N75°23'35"E for 17.289 feet to the beginning point of side 28,  
 then N70°09'00"E for 17.287 feet to the beginning point of side 29,  
 then N56°41'05"E for 14.420 feet to the beginning point of side 30,  
 then N35°02'07"E for 9.737 feet to the beginning point of side 31,

then N55°50'37"W for 479.371 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 4 parcels listed in table 18, this bounded area being shown on Illustration G.

Table 18:

CONNECTOR STRIP 18	To BOUNDED AREA 18	0.00564 acres
10-digit PIN		
08-26-152-022	BOUNDED AREA 18	0.6783 acres
08-26-152-016	BOUNDED AREA 18	0.6680 acres
08-26-152-011	BOUNDED AREA 18	1.0649 acres
08-26-152-010	BOUNDED AREA 18	1.7894 acres

THEN, "CONNECTOR STRIP 19", a three-foot wide strip of zone territory, covering an area of .02342 acres, extends from the point between sides 29 and 30 of "BOUNDED AREA 18", S46°55'40"E for 348.970 feet to connect to the beginning point of side 1 of "BOUNDED AREA 19", in the Village of Mount Morris, Ogle County, Illinois;

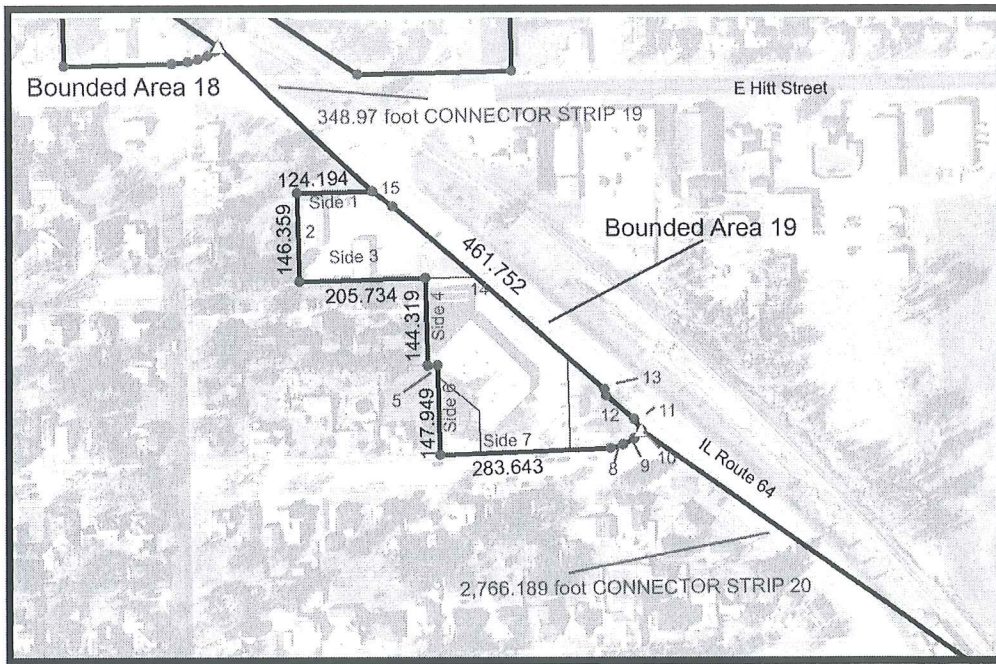
then S88°18'50"W for 124.194 feet to the beginning point of side 2, then S1°28'34"E for 146.359 feet to the beginning point of side 3, then N88°19'41"E for 205.734 feet to the beginning point of side 4, then S1°28'52"E for 144.319 feet to the beginning point of side 5, then N88°19'32"E for 16.000 feet to the beginning point of side 6, then S1°28'46"E for 147.949 feet to the beginning point of side 7, then N87°49'48"E for 283.643 feet to the beginning point of side 8, then N73°00'43"E for 21.289 feet to the beginning point of side 9, then N63°31'09"E for 21.283 feet to the beginning point of side 10, then N40°40'55"E for 18.285 feet to the beginning point of side 11, then N33°24'08"W for 21.578 feet to the beginning point of side 12, then N50°05'47"W for 59.860 feet to the beginning point of side 13, then N16°26'07"W for 12.688 feet to the beginning point of side 14, then N49°10'44"W for 461.752 feet to the beginning point of side 15,

then N52°44'56"W for 41.165 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 4 parcels listed in table 19, this bounded area being shown on Illustration H.

Table 19:

CONNECTOR STRIP 19	To BOUNDED AREA 19	0.02342 acres
10-digit PIN		
08-26-309-011	BOUNDED AREA 19	0.1526 acres
08-26-326-001	BOUNDED AREA 19	1.1182 acres
08-26-326-002	BOUNDED AREA 19	0.2478 acres
08-26-309-003	BOUNDED AREA 19	0.6993 acres

Illustration H: Bounded Area 19, measurements in feet, some not labelled due to space constraints.



THEN, "CONNECTOR STRIP 20", a three-foot wide strip of zone territory, covering an area of .1843 acres, extends from the point between sides 10 and 11 of "BOUNDED AREA 19", S54°45'23"E for 2766.189 feet to connect to the beginning point of side 1 of "BOUNDED AREA 20", in the Village of Mount Morris, Ogle County, Illinois;

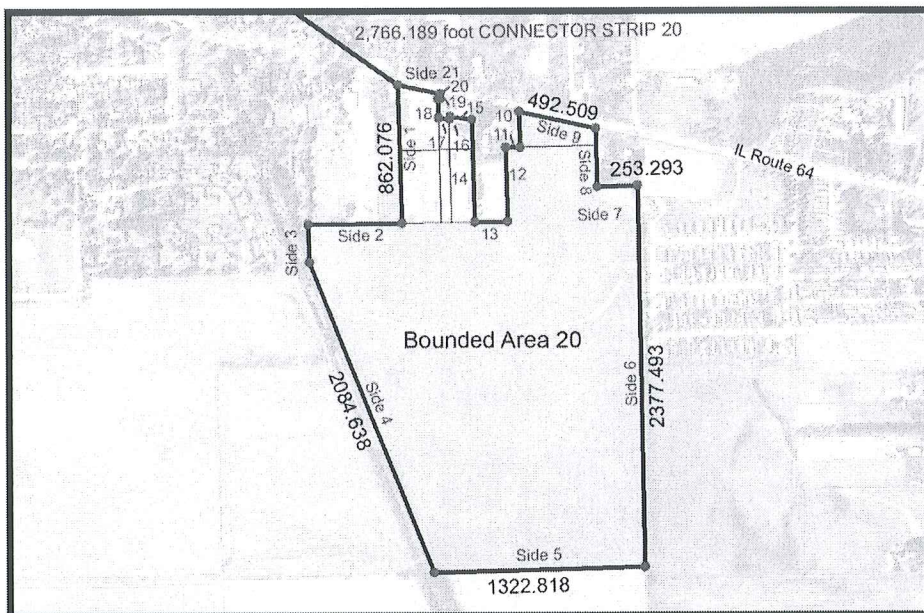
then S1°30'02"E for 862.076 feet to the beginning point of side 2,  
then S89°18'58"W for 587.516 feet to the beginning point of side 3,  
then S1°28'44"E for 238.299 feet to the beginning point of side 4,  
then S21°47'49"E for 2084.638 feet to the beginning point of side 5,  
then N88°27'33"E for 1322.818 feet to the beginning point of side 6,  
then N0°49'07"W for 2377.493 feet to the beginning point of side 7,  
then S88°26'45"W for 253.293 feet to the beginning point of side 8,  
then N1°28'46"W for 362.901 feet to the beginning point of side 9,  
then N77°32'58"W for 492.509 feet to the beginning point of side 10,  
then S1°42'36"E for 221.529 feet to the beginning point of side 11,  
then S88°18'14"W for 92.486 feet to the beginning point of side 12,  
then S1°28'47"E for 462.136 feet to the beginning point of side 13,  
then S89°18'55"W for 207.827 feet to the beginning point of side 14,  
then N1°31'50"W for 639.462 feet to the beginning point of side 15,  
then N82°54'15"W for 136.003 feet to the beginning point of side 16,  
then S18°30'14"W for 15.097 feet to the beginning point of side 17,  
then N84°08'31"W for 70.979 feet to the beginning point of side 18,  
then N1°28'40"W for 119.565 feet to the beginning point of side 19,  
then N89°12'38"E for 14.560 feet to the beginning point of side 20,  
then N1°28'41"W for 30.000 feet to the beginning point of side 21,

then N77°34'39"W for 268.008 feet to return to the beginning point of side 1, and close a polygon containing this bounded area, enclosing 8 parcels listed in table 20, this bounded area being shown on Illustration I.

Table 20:

CONNECTOR STRIP 20	To BOUNDED AREA 20	0.1843 acres
10-digit PIN		
08-35-276-001	BOUNDED AREA 20	94.0745 acres
08-35-202-007	BOUNDED AREA 20	2.5491 acres
08-35-226-001	BOUNDED AREA 20	0.6539 acres
08-35-226-002	BOUNDED AREA 20	1.5512 acres
08-26-479-008	BOUNDED AREA 20	1.7683 acres
08-26-479-002	BOUNDED AREA 20	0.2753 acres
08-26-454-012	BOUNDED AREA 20	2.1571 acres
08-26-479-004	BOUNDED AREA 20	0.6501 acres

Illustration I: Bounded Area 20, measurements in feet, some not labelled due to space constraints.



<b>Total Area of</b>	<b>acres</b>
<b>Zone Amendment</b>	<b>199.41</b>

**AGENDA ITEM #XI-D-2  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE BOARD**

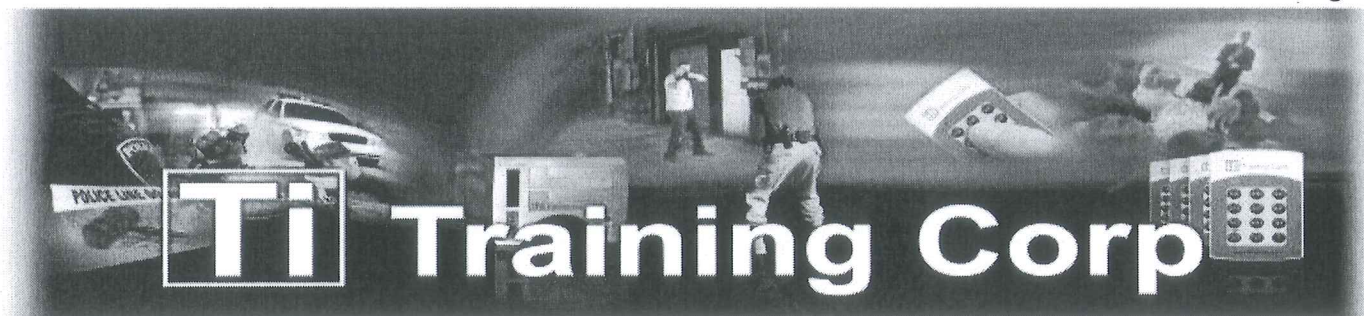
**ACCEPTANCE OF PROPOSAL FOR EDUCATIONAL GRADE FIREARM  
SIMULATION TRAINING SYSTEM FROM TI TRAINING CORP**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees accepts the attached proposal from TI Training Corp for an educational grade firearm simulation training system from TI Training Corp in the amount of \$34,850.

**BACKGROUND:** The HCC Criminal Justice program prepares students for rewarding careers with local, county, state, or federal law enforcement agencies, correctional institutions, courtrooms, and other criminal justice agencies. The Criminal Justice field is service oriented, and it is this program's responsibility to assure that qualified students receive the proper education and readiness for the field. The educational grade firearm simulation training system will help students achieve skills necessary to work in the field, which is a priority of the Criminal Justice Program at Highland. This equipment will also serve as a promotional and recruitment tool, as many other colleges have this equipment to entice future students with. Lastly, this equipment will support field training opportunities for community law enforcement agencies.

This project will be funded by Foundation gifts. A request for proposal process was completed, with TI Training being the only vendor to provide a proposal.

BOARD ACTION: \_\_\_\_\_



## Use of Force Training Simulator

Proposal for:



**HIGHLAND  
COMMUNITY  
COLLEGE**

**Ti** Training Corp.

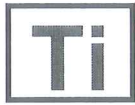
**Ti Training Corp.  
4680 Table Mountain Dr #170  
Golden, CO 80403**

**1.800.634.1936  
303-414-3556 Fax**

**“The Strongest Element in Training”**

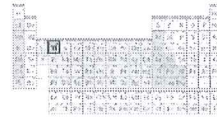
Page 1 of 5





Training Corp.

The Strongest Element in Training



CONTRACTOR INFORMATION

FULL LEGAL FIRM/COMPANY NAME: Ti Training Corp.

BUSINESS STREET ADDRESS: 4680Table Mountain Dr. #150 Golden, CO. 80403

BUSINESS TELEPHONE NUMBER: 303-414-3555

BUSINESS FAX NUMBER: 303-414-3556

COUNTY: Jefferson

MINORITY OWNED: NO

.....  
NATURE OF BUSINESS: Design, Mfg., Sales and Maintenance of LE Simulators

PRINCIAPALS:

NAME: Gregory Otte

TITLE: President

NAME: Joe Mason

TITLE: Vice President

NAME: Kila Otte

TITLE: Director of Sales

.....  
YEARS EST: 2006

FEDERAL TAX ID # 46-4301759

CCR# X9HJR5

DUNS # 7806 80802

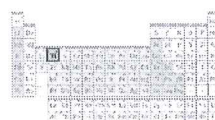
GSA# 02F-161AA

“The Strongest Element in Training”



Training Corp.

The Strongest Element in Training



**Training Lab – Use of Force Training System for Highland Community College:  
Permanent Mount**

<b>Custom TRAINING LAB Configuration:</b>	
<p>Windows 10 Professional Operating System w/Microsoft Office; High Def Video Projector Native 16 x 9 format 12' Projection Screen, HD 16 x 9 Aspect ratio (12' x 6'11") with case 5.1 Surround Sound Speaker System; All Wires, cables, connectors necessary 25' length; Low Light feature, adjustable light conditions on any scenario Line scan calibration for laser accuracy. Self calibrating without the need for hand held devices Operates in ANY light conditions for proper PiP video playback; Customizable Trainee Report Generation. Scenario and "On-the-Fly" 3-D Audio. Audio Controls located on Instructor Monitor After scenario debriefing, allows any Microsoft™ material to be viewed. Picture in picture (PiP) in full color and audio for viewing on replay Capable of creating scenario "playlist" with save and recall function Training Scenario Library 700+ native HD scenarios preloaded. Free HD scenarios (2D and 3D) for the life of the system (12+ each quarter) Professional filming with special effects for maximizing training objectives Skill Builder Shooting Drills in Graphic Applications Pre Loaded; <b>Qualification Course of Fire</b> Laptop in portable travel case 25' Projector Cable wrapped with HD/FL connections 1 Year Warranty – Includes 24/7 support line and loaner system Master Instructor Training * See Training Description Laser/Devices Included:  <ul style="list-style-type: none"> <li>2- Replica Glock Blue</li> <li>1- Baton Branching</li> <li>1- Flashlight with Filter</li> <li>1- OC Laser Canister</li> </ul> </p>	
<b>Training Lab – Base System Pricing</b>	
	<b>\$17,750</b>
<b>Additional Weapons &amp; Items Requested</b>	
<input type="checkbox"/> 2 Day ONSite Master Instructor Training	\$2,000
<input type="checkbox"/> 1- Replica AR15 Rifle	\$1,200
<input type="checkbox"/> 1- TASER X26 Laser Weapons	\$1,900
<b>Shipping</b>	<b>INC</b>
<b>Total Training Lab with Requested Items</b>	
	<b>\$22,850</b>
<b>Additional Year Warranty</b>	
	<b>\$1,500</b>
<b>Additional 4 Year Warranty with automatic System Replacement @ Year 4</b>	
	<b>\$10,500</b>

**Shipping:** There is no additional charge for shipping. Shipping is FOB destination.

**Terms:**

- a. Net 30 days from invoice / 2% discount net 10 days
- b. FOB: Destination
- c. Delivery: 45 days
- d. Warranty: 1 year from delivery
- e. Partial Shipment and/or Partial Invoices are accepted. Please note otherwise.

“The Strongest Element in Training”



**Ti Training Corp.**

*The Strongest Element in Training*



### **Master Instructor Training @ Customer Site**

Training is for 6 Students at the customers' site, 2 Day

*Training is on set up, basic operation, running students through simulation. Also included is our Advanced Training that includes Simulation Integration and Hybrid Usage as well as filming and editing of custom scenarios to customize your simulator to your needs and policies.*

### **Ti "Mile High" Support *included with purchase!***

Ti Training has a full time customer support representative who is available in the Colorado office, toll free phone, land line, fax and e-mail. The office hours in the Golden Colorado customer support department are: M – F, 7am – 6pm. Weekends and after hours the customer support tech is available 24/7 via cellular phone and e-mail. In addition to the full time customer support tech there are two trainers that have the knowledge of system operation. These two support people have the same office hours and are available via cellular phone and e-mail. If a system has to be mailed back for repair the turnaround time is 24 hours, if 24 hours cannot be met, a loaner system will be sent overnight. You can load your content and be up and training with minimal down time. In addition to the regular support Ti Training has an open training policy. Here in the Golden Office Ti hold monthly training session in both technical issues and user interface issue. These monthly classes are free of charge to attend. They are scheduled months out and a simple confirmation assures your people will never go untrained. It is the philosophy of Ti Training the system we manufacture and sell and only as good as the end user and their expectation. With that in mind we do everything possible to maintain an open dialog and continued training to make your training the best it can be.

#### **Below are the bullet points of the customer support plan:**

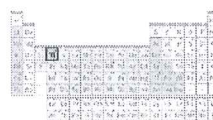
- Ti** 24 Hours a day, 7 days a week, 365 days a year Hot Line Technical Support via telephone
- Ti** On-line Remote Maintenance
- Ti** Diagnostics, Repair Parts and Labor 100% covered at the Ti Repair Facility in Colorado
- Ti** Free Software Updates
- Ti** Unlimited Credits to a Instructor Operation / Technical Course offered monthly, based on availability, Golden, Colorado
- Ti** Loaner system while yours is in repair.

“The Strongest Element in Training”



**Training Corp.**

*The Strongest Element in Training*



## **Training Lab™ Master Instructor Initial Certification Course**

Ti Training Corp. is committed to providing the best, most advanced and effective training to our customers. It is critical that our customers not only know how to operate the Training Lab™ system and its components, but also how to safely and effectively provide training in the simulated environment. All of this not only provides your agency's officers with the best possible training, it also can reduce agency liability due to the depth of the training received by your instructors

### Course Description:

Ti Training Corp.'s course of simulation instruction is designed to train selected students in the set-up, function, operation, and maintenance of the Training Lab™ and Training Room™ interactive simulation systems, manufactured by Ti Training Corp. These systems utilize the latest advances video, laser, RF and programming technology to provide an intuitive, easy to maintain training tools. These tools are designed to aid in teaching Public Safety Personnel to effectively and safely perform their duties. This course begins with classroom theory and progresses to "hands on", proficiency based exercises. We at Ti Training Corp recognize that even the most advanced technology is useless in the hands of someone who cannot effectively operate and maintain that technology.

In addition to setup, operation and troubleshooting of the simulator, this course includes an Instructor development block entitled "Effective Simulation Training." Developed in conjunction with an accredited college and backed by scientific research, this portion of the course contains the latest training techniques and methodologies for providing effective training in a simulated environment. Some of the components of this section of the course are listed below for reference:

- Need and Justification for Simulation Based Training
- Training Area Set Up
- Training Objectives
- Training Evolution Lesson Planning
- Scenario Implementation
- Effective Debriefing and Documentation of the Training

Successful completion of the entire course of instruction provided by Ti Training Corp. certifies the attendees as "Master Simulation Instructors." As such they can not only provide training to members of your agency but they are also able to certify others within your agency as "Simulation Instructors."

**"The Strongest Element in Training"**

**AGENDA ITEM #XI-D-3  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPROVAL OF LEASE OF FOUR 15-PERSON SHUTTLE BUSES**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves entering into a five-year lease contract with Santander Bank, through Midwest Transit Equipment Inc., for the use of four 15-person shuttle buses at a cost of \$695 per month per unit, plus any mileage overage charges.

**BACKGROUND:** The College's current fleet vehicles consist of three 2014 Chevrolet/Collins mini-buses and one 2012 Chevrolet/Starcraft mini-bus. The three 2014 buses were leased for a five year period. That lease has expired and the buses are due to be returned to Midwest Transit Equipment. The 2012 bus is owned by the College and is due for replacement. This bus will be sold to Midwest Transit Equipment upon the completion of the lease agreement for four replacement buses.

The recommended lease provides the College with a definite cost over five years (plus any mileage overage charges, which are not expected) of \$695 per month, per bus, and plans for the replacement of buses on a schedule so we can continue to provide safe and reliable transportation for our students, student athletes, and employees.

BOARD ACTION: \_\_\_\_\_

RETAIL ORDER FOR A NEW MOTOR VEHICLE

DATE: April 17, 2019

SELLER: MIDWEST TRANSIT EQUIPMENT INC.  
146 W. ISSERT DR.  
KANKAKEE, IL 60901

PHONE NUMBER: 815-933-2412

PURCHASER: HIGHLAND COMMUNITY COLLEGE  
2998 WEST PEARL CITY RD  
FREEPORT, IL 61032  
CONTACT: KURT SIMPSON

PHONE NUMBER: 815-599-3501

Please enter my order for the following vehicle:

FOUR (4) 2019 FORD/ELKHART COACH SHUTTLE BUSES  
14 PASSENGERS WITH REAR LUGGAGE (See "Attachment A")

UNITS ARE TO BE LEASED FOR 60 MONTH TERM AT THE RATE OF \$695.00 PER MONTH PER UNIT.  
RATE ALLOWS FOR 15,000 MILES ANNUALLY PER UNIT. EXCESS MILES WILL BE CHARGED AT 35  
CENTS PER MILE. LEASE WILL BE THROUGH SANTANDER BANK

RATES DO NOT INCLUDE ANY APPLICABEL TAXES OR LICENSE AND TITLE FEES. HIGHLAND  
COMMUNITY COLLEGE IS RESPONSIBLE FOR A MAINTENANCE AND REPAIRS DURING LEASE  
TERM. AT END OF LEASE UNITS ARE TO BE RETURNED TO MIDWEST TRANSIT EQUIPMENT  
IN CONDITION EQUAL TO NORMAL WEAR AND TEAR.

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN SELLER ARE THEIRS, NOT SELLER'S AND  
ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES,  
UNLESS SELLER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY SELLER  
ON ITS OWN BEHALF, SELLER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED  
WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES  
SOLD BY SELLER.

The two pages of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been  
made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face  
of this agreement. I have read the matter printed on the second page and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of  
legal age, and hereby acknowledge receipt of a copy of this order.

**THIS ORDER IS A BINDING CONTRACT AND IS NON-CANCELABLE.**

ACCEPTED BY: HIGHLAND COMMUNITY COLLEGE.

ACCEPTED BY: MIDWEST TRANSIT EQUIPMENT INC.

\_\_\_\_\_  
PURCHASER'S SIGNATURE                      DATE

\_\_\_\_\_  
SELLERS AUTHORIZED REPRESENTATIVE      DATE

\_\_\_\_\_  
PRINT NAME

THOMAS BOLDWIN  
\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
TITLE

DIRECTOR OF GOVERNMENTAL SALES  
\_\_\_\_\_  
TITLE

## RETAIL ORDER FOR A MOTOR VEHICLE, CONTINUED

MOTOR VEHICLES

## ADDITIONAL TERMS AND CONDITIONS

1. As used in this order the Terms (a) "Seller" shall mean the Seller to whom this order is addressed and who shall become a party hereto by its acceptance hereof, (b) "Purchaser" shall mean the party executing this order as such on the face hereof, and (c) "Manufacturer" shall mean the corporation that manufactured the vehicle or chassis, it being understood by Purchaser and Seller that Seller is in no respect the agent of Manufacturer, that Seller and Purchaser are the sole parties to this order and that reference to manufacturer herein is for the purpose of explaining generally certain contractual relationships existing between Seller and Manufacturer with respect to new motor vehicles.
2. Manufacturer has reserved the right to change the design of any new motor vehicle, chassis, accessories or parts thereof at any time without notice and without obligation to make the same or any similar change upon any motor vehicle, chassis, accessories or parts thereof previously purchases by or shipped to Seller or being manufactured or sold in accordance with Seller's orders. Correspondingly, in the event of any such change by Manufacturer, Seller shall have no obligations to Purchaser to make the same or any similar change in any motor vehicle, chassis, accessories or parts thereof covered this order either before or subsequent to delivery thereof to Purchaser.
3. Seller shall not be liable for failure to deliver or delay in delivering the motor vehicle covered by this order where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Seller.
4. The price for the motor vehicle specified on the face of this order includes reimbursement for Federal Excise taxes, but does not include sales taxes, use taxes or occupational taxes based on sales volume, (Federal, State, or Local) unless expressly so stated. Purchaser assumes and agrees to pay, unless prohibited by law, any such sales, use or occupational taxes imposed on or applicable to the transaction covered by this order, regardless of which party may have primary tax liability therefore.
5. **FACTORY WARRANTY: ANY WARRANTY ON ANY NEW VEHICLE OR USED VEHICLE STILL SUBJECT TO A MANUFACTURER'S WARRANTY IS THAT MADE BY THE MANUFACTURER ONLY. THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**  
  
**USED VEHICLE WHETHER OR NOT SUBJECT TO MANUFACTURER'S WARRANTY: UNLESS A SEPARATE WRITTEN INSTRUMENT SHOWING THE TERMS OF ANY SELLER'S WARRANTY OR SERVICE CONTRACT IS FURNISHED BY SELLER TO BUYER, THIS VEHICLE IS SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED", AND THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**
6. **PURCHASER SHALL NOT BE ENTITLED TO RECOVER FROM SELLER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.**
7. The purchaser, before or at the time of delivery of the motor vehicle covered by this order will execute such forms of agreement or documents as may be required by the terms and conditions of payment indicated on the front of this order.
8. The purchaser agrees to take possession of equipment and pay for them upon delivery of vehicle(s) as provided on front page within 10 days of notice that the equipment is ready for delivery.
9. "New Motor Vehicle" is defined as a vehicle that has not been previously titled and with less than 500 miles at time of delivery to purchaser.

Terms and conditions read, understood and agreed to by \_\_\_\_\_, Date: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name  
HIGHLAND COMMUNITY COLLEGE

## **2019 FORD/ELKHART COACH 14 PASSENGER SHUTTLE BUS**

### CHASSIS SPECIFICATIONS

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• FORD E350 SUPER DUTY CHASSIS</li> <li>• 6.8L V10 GASOLINE ENGINE</li> <li>• AUTOMATIC OVER DRIVE TRANSMISSION</li> <li>• 12,500 # GVWR</li> <li>• 7,800# REAR AXLE</li> <li>• 4,600# FRONT AXLE</li> <li>• FRONT STABILIZER BAR</li> <li>• 158" WHEELBASE</li> <li>• 6=LT225/75R16E RADIAL TIRES</li> <li>• POWER DISC BRAKES, ANTILOCK</li> <li>• POWER STEERING W/TILT FEATURE</li> <li>• CRUISE CONTROL</li> </ul> | <ul style="list-style-type: none"> <li>• 225 AMP ALTERNATOR</li> <li>• DUAL BATTERIES</li> <li>• 40 GALLON FUEL TANK</li> <li>• HD COOLING PACKAGE</li> <li>• BLOCK HEATER</li> <li>• TINTED GLASS</li> <li>• INTERIOR HOOD RELEASE</li> <li>• INTERMITTENT WIPERS</li> <li>• DRIVERS AIR BAG</li> <li>• GAUGES: FUEL, TEMP, OIL PRESSER, VOLTMETER</li> <li>• CHROME FRONT BUMPER AND GRILLE ACCENT</li> <li>• DASH HEAT/DEFROST/AIR CONDITIONING</li> </ul> |
|--|---|

### BODY SPECIFICATIONS

#### CLIMATE CONTROL

- 65,000 BTU FLOOR HEATER
- 55,000 BTU REAR AIR CONDITIONER

#### DOORS AND WINDOWS

- DARK TINT SOLID PANE SIDE WINDOWS
- EMERGENCY WINDOWS
- ELECTRIC ENTRANCE DOOR W/FULL TEMPERED GLASS
- LARGE VIEWING WINDOW IN FRONT OF ENTRANCE

#### ELECTRICAL EXTERIOR

- ICC LIGHTING MARKER LIGHTS
- ROUND SEALED TAIL, STOP AND BACKUP LIGHTS
- LICENSE PLATE LIGHT
- LIGHTS MEET FEDERAL AND STATE REQUIREMENTS

#### ELECTRICAL INTERIOR

- EASY ACCESS BODY ELECTRICAL PANEL MOUNTED INSIDE
- PASSENGER COMPARTMENT COURTESY LIGHTS, DOOR ACTIVATED
- ENTRANCE STEP WELL LIGHTS
- DRIVER COURTESY LIGHT
- WIRING COLOR AND FUNCTION CODED

#### FEATURES EXTERIOR

- PAINTED REAR BUMPER
- FRONT AND REAR MUD FLAPS
- UNITIZED STEEL CAGE CONSTRUCTION W/ALUMINUM SIDE WALL AND REAR CAP, FRP ROOF AND FRONT CAP
- COMPLETE BODY UNDERCOATING
- EURO STYLE EXTERIOR MIRRORS W/ CONVEX
- DRIVER'S RUNNING BOARD

#### FEATURES INTERIOR

- DRIVERS CONTROL CONSOLE WITHIN REACH OF DRIVER
- GREY PADDED VINYL SIDE WALLS AND HEADLINER

#### FLOORING

- BLACK RUBBER FLOORING RIBBED STEPS AND AISLE AND SMOOTH UNDER SEATS (helps hide dirt)
- WHITE SAFETY STEP NOSING
- WHITE STANDEE LINE
- EXTERIOR GRADE PLYWOOD SUB FLOOR

#### SEATS:

- TRACK SEATING
- HIGH BACK RECLINING DRIVERS SEAT W/ARM RESTS AND LUMBAR SUPPORT
- HIGH BACK RIGID INDIVIDUAL PASSENGER SEATS
- LEVEL #3 CLOTH SEAT COVERS, CHOICE OF COLORS
- SEAT BELTS

#### MISCELLANEOUS

- SAFETY EQUIPMENT: FIRE EXTINGUISHER, FIRST AID KIT, REFLECTOR TRIANGLES
- SAFETY INSPECTION (ILLINOIS ONLY)
- AM/FM/CD RADIO
- OVERHEAD PARCEL BINS W/READING LAMPS
- 32" DEEP REAR LUGGAGE COMPARTMENT WITH SINGLE DOOR W/LOCK AND INTERNAL BULKHEAD
- REVERSE ALARM
- HIGH MOUNT CENTER BRAKE LIGHT (LED)
- ENTRANCE AND DRIVER'S MODESTY PANELS
- ENTRANCE HAND RAILS, LEFT AND RIGHT
- INTERIOR PASSENGER VIEW MIRROR 6" X 16"
- ROOF HATCH
- BACK UP CAMERA WITH MONITOR INTEGRATED INTO THE REAR VIEW MIRROR
- BASIC GRAPHICS TO MATCH PREVIOUS UNITS

**Attachment "A"**



**AGENDA ITEM #XI-D-4  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PAYMENT OF BILLS AND AGENCY FUND REPORT**

**RECOMMENDATION OF THE PRESIDENT:** It is recommended that the Highland Community College Board approves the following Resolution for the payment of the March 2019 bills, including Board travel.

**RESOLUTION:** Resolved that Jill Janssen, Treasurer, be and she is hereby authorized and directed to make payments or transfers of funds as reflected by warrants 334926 through 335552 amounting to \$825,179.64, Automated Clearing House (ACH) debits W0000521 through W0000525 amounting to \$55,086.96, Other Debits D0000090 amounting to \$34.02, and Electronic Refunds of \$28,226.81, with 5 adjustments of \$229.77, such warrants amounting to \$908,297.66. Transfers of funds for payroll amounted to \$890,950.57.

Automated Clearing House (ACH) debits are SISCO payments in the amount of \$8,544.13 and Fifth Third Bank in the amount of \$46,542.83. Other Debits for March consist of replenishing petty cash in the cashier's office. Electronic Refunds are issued to students. Financial Aid disbursed Pell in March. March had three payrolls.

BOARD ACTION: \_\_\_\_\_

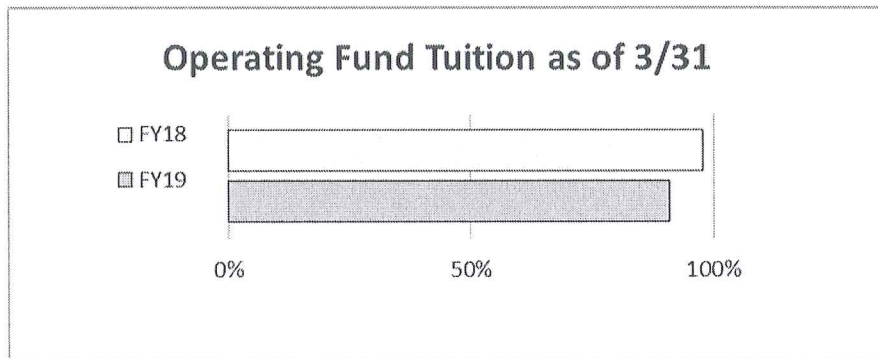
HIGHLAND COMMUNITY COLLEGE  
AGENCY FUND  
Balance Sheet, March 31, 2019

	PREVIOUS BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
US BANK	\$248,100.13	\$833.34	\$0.00	\$248,933.47
FIFTH THIRD	23,266.24	0.00	0.00	23,266.24
UNION LOAN AND SAVINGS	173,048.13	0.00	0.00	173,048.13
TOTAL ASSETS	\$444,414.50	\$833.34	\$0.00	\$445,247.84
1010 HCC ORCHESTRA	\$0.00			\$0.00
1011 TRANSFER FUNDS				
1012 FORENSICS SCHOLAR	0.00			0.00
1013 INTEREST ON INVEST.				
1014 TRUSTS AND AGENCIES				
1015 CARD FUND				
1016 DIST #145 ROAD AND LOT	56,620.09			56,620.09
1017 HCC ROAD AND LOT	89,197.03			89,197.03
1018 YMCA ROAD AND LOT	86,696.31	833.34		87,529.65
1019 YMCA BLDG/MAINT	37,131.79			37,131.79
1020 HCC BLDG/MAINT	54,222.13			54,222.13
1021 YMCA/HCC INTEREST	97,280.91			97,280.91
1022 HCC SECTION 125 PLAN	23,266.24			23,266.24
TOTAL	\$444,414.50	\$833.34	\$0.00	\$445,247.84

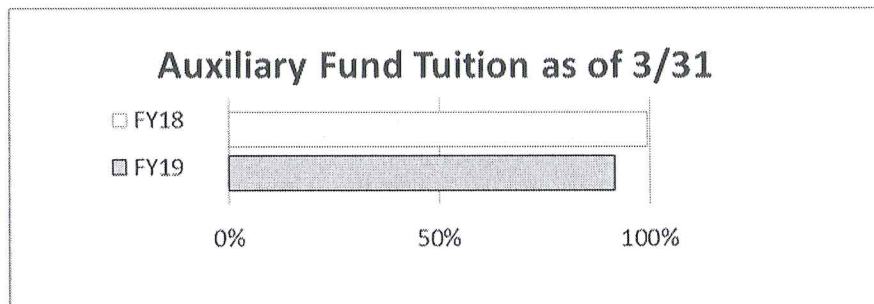
**AGENDA ITEM #XII-A  
 APRIL 29, 2019  
 HIGHLAND COMMUNITY COLLEGE BOARD  
 FY19**

**TREASURER'S REPORT  
STATEMENTS OF REVENUE, EXPENDITURES &  
CHANGES IN FUND BALANCE  
 (Cash basis, encumbrances included.)**

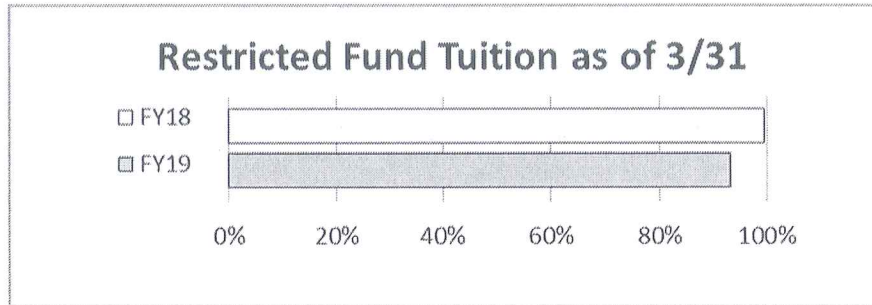
- As of March 31st, we are 75% of the way into FY19.
- **Current Results as of Month End:** The following charts show the comparison of the FY19 financial results for various items, as labeled, to FY18 results as of March 31<sup>st</sup>. The FY18 bar is the year-to-date results as of March 31, 2018, divided by the actual year end results for FY18. The FY19 bar is the year-to-date results for March 31, 2019, divided by the annual budgeted amount for FY19.



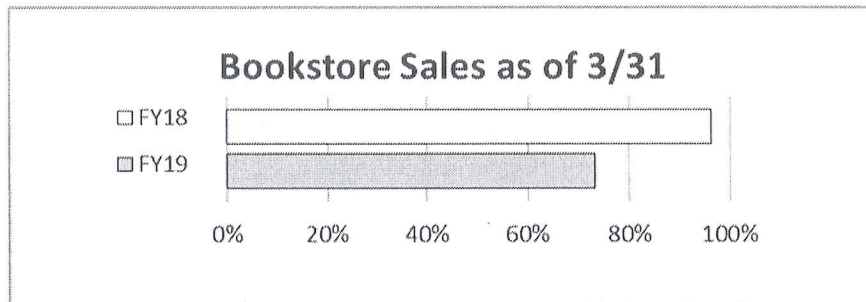
Operating Fund tuition revenue appears to be about 6% lower than anticipated at this point in time. If tuition revenue is 6% lower than budgeted for the fiscal year, that amounts to about \$330,000.



Auxiliary Fund tuition revenue appears to be about 8% lower than anticipated at this point in time. If Auxiliary Fund tuition revenue is 8% lower than budgeted for the fiscal year, that amounts to about \$34,000.



Restricted Fund tuition revenue appears to be about 6% lower than anticipated at this point in time. If Restricted Fund tuition revenue is 6% lower than budgeted for the fiscal year, that amounts to \$38,000.



Bookstore sales appear to be about 23% lower than anticipated at this point in time. Based on a review of revenue, inventory levels, and cost of goods sold at this time, it appears that the bookstore net income should end the fiscal year at about 25% lower than budgeted.

- During early April, meetings with budget managers are being held to discuss the FY20 budget building process. In addition, information shared with me by budget managers will be compiled and used in developing a year-end projection.

AGENDA ITEM #XII-A  
 APRIL 29, 2019  
 HIGHLAND COMMUNITY COLLEGE  
 FY19

OPERATING FUNDS (EDUCATIONAL AND OPER. & MAINT. FUNDS COMBINED)  
 Statement of Revenue, Expenditures, & Changes in Fund Balance  
 For the Period Ended March 31, 2019

<u>REVENUE:</u>	Budget	Year- to-Date	Percent
Local Taxes	\$6,158,721	\$3,078,565	50.0%
Credit Hour Grants	1,139,110	863,472	75.8%
Equalization	50,000	37,503	0.0%
ICCB Career/Tech Education	113,823	56,912	50.0%
ICCB Performance	8,800	14,635	0.0%
CPP Replacement Tax	340,000	226,887	66.7%
Dept. of Educ.	8,300	-	0.0%
Other Federal Sources	27,241	39,726	145.8%
Tuition & Fees	5,514,588	5,034,014	91.3%
Sales & Services	46,550	29,721	63.8%
Facilities Revenue	108,876	67,490	62.0%
Interest on Investments	28,000	67,172	239.9%
Non-Govt. Gifts, Grants	1,219,131	696,066	57.1%
Miscellaneous	15,000	45,492	303.3%
	-----	-----	-----
Total Revenue	\$14,778,140	\$10,257,655	69.4%
<u>EXPENDITURES:</u>			
Salaries	\$9,295,256	\$6,259,221	67.3%
Employee Benefits	2,303,681	1,826,845	79.3%
Contractual Services	829,457	533,269	64.3%
Materials & Supplies	934,753	664,737	71.1%
Conference & Meeting	327,761	140,427	42.8%
Fixed Charges	58,151	35,700	61.4%
Debt Certificate Payment	444,131	417,066	93.9%
Utilities	697,101	666,291	95.6%
Capital Outlay	15,597	32,964	100.0%
Other Expenditures	337,419	203,894	60.4%
Transfers (In) Out	(374,574)	975	-0.3%
	-----	-----	-----
Total Expenditures	\$14,868,733	\$10,781,389	72.5%
Excess of Revenues Over Expenditures	(\$90,593)	(\$523,734)	
Fund Balance 7/1/18	3,850,075	3,850,075	
	-----	-----	
Fund Balance 3/31/19	\$3,759,482	\$3,326,341	

AGENDA ITEM #XII-A  
APRIL 29, 2019  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY19

OPERATIONS AND MAINTENANCE FUND (RESTRICTED)  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended March 31, 2019

REVENUE:	Budget	Year to-Date	Percent
-----			
Local Taxes	\$704,000	\$342,806	48.7%
Interest on Investments	-	2,066	100.0%
Other	-	-	100.0%
	-----	-----	-----
Total Revenue	\$704,000	\$344,872	100.0%
EXPENDITURES:			
-----			
Contractual Services	79,223	87,833	100.0%
Materials & Supplies	8,995	1,992	22.1%
Capital Outlay	2,300,642	1,403,644	61.0%
Transfers Out	-	-	0.0%
	-----	-----	-----
Total Expenditures	\$2,388,860	\$1,493,469	62.5%
Excess of Revenues Over Expenditures	(\$1,684,860)	(\$1,148,597)	
Fund Balance 7/1/18	\$2,300,193	\$2,300,193	
	-----	-----	
Fund Balance 3/31/19	\$615,333	\$1,151,596	

AGENDA ITEM #XII-A  
 APRIL 29, 2019  
 HIGHLAND COMMUNITY COLLEGE BOARD  
 FY19

AUXILIARY ENTERPRISE FUND  
 Statement of Revenue, Expenditures, & Changes in Fund Balance  
 For the Period Ended March 31, 2019

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Tuition and Fees	\$430,000	\$395,554	92.0%
Bookstore Sales	792,200	580,944	73.3%
Athletics	42,460	17,750	41.8%
Other	117,000	206,338	176.4%
	-----	-----	-----
Total Revenue	\$1,381,660	\$1,200,586	86.9%
EXPENDITURES:			
-----			
Salaries	\$292,177	\$189,657	64.9%
Employee Benefits	33,347	27,764	83.3%
Contractual Services	94,743	60,785	64.2%
Materials & Supplies	734,937	563,655	76.7%
Conference & Meeting	202,336	148,563	73.4%
Fixed Charges	5,724	764	13.3%
Utilities	1,593	600	37.7%
Capital Outlay	600	9,902	1650.3%
Other Expenditures	14,893	28,514	191.5%
Transfers	(65,000)	2,605.00	-4.0%
	-----	-----	-----
Total Expenditures	\$1,315,350	\$1,032,809	78.5%
Excess of Revenues Over Expenditures	\$66,310	\$167,777	
Fund Balance 7/1/18	\$63,198	\$63,198	
	-----	-----	
Fund Balance 3/31/19	\$129,508	\$230,975	

AGENDA ITEM #XII-A  
 APRIL 29, 2019  
 HIGHLAND COMMUNITY COLLEGE BOARD  
 FY19

RESTRICTED PURPOSE FUND  
 Statement of Revenue, Expenditures, & Changes in Fund Balance  
 For the Period Ended March 31, 2019

<u>REVENUE:</u>	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent</u>
Vocational Education	\$132,385	\$59,978	45.3%
Adult Education	246,750	34,312	13.9%
Other Illinois Sources	62,038	47,104	75.9%
Department of Education	4,702,813	2,936,845	62.4%
Other Federal Sources	46,956	26,501	56.4%
Tuition & Fees	630,000	586,461	93.1%
Sales & Service Fees	26,510	495	1.9%
Interest	19,624	22,295	113.6%
Non-govt. Gifts, Grants	3,400	89	2.6%
Other	296,126	177,476	59.9%
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Total Revenue	\$6,166,602	3,891,556	63.1%
<u>EXPENDITURES:</u>			
Salaries	\$1,017,386	\$820,193	80.6%
Employee Benefits	225,105	220,481	97.9%
Contractual Services	590,451	121,133	20.5%
Materials & Supplies	148,581	133,832	90.1%
Conference & Meeting	91,801	55,200	60.1%
Fixed Charges	25,771	1,464	5.7%
Utilities	4,152		0.0%
Capital Outlay	29,990	19,186	64.0%
Other Expenditures	93,090	43,043	46.2%
Financial Aid	4,042,939	2,481,714	61.4%
Transfers out (in)	332,624	(3,580)	0.0%
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Total Expenditures	\$6,601,890	\$3,892,666	59.0%
Excess of Expenditures Over Revenue	(\$435,288)	(\$1,110)	
Fund Balance 7/1/18	1,061,408	1,061,408	
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Fund Balance 3/31/19	\$626,120	\$1,060,298	



AGENDA ITEM #XII-A  
 APRIL 29, 2019  
 HIGHLAND COMMUNITY COLLEGE BOARD  
 FY19  
 AUDIT FUND

Statement of Revenue, Expenditures, & Changes in Fund Balance  
 For the Period Ended March 31, 2019

REVENUE:	Budget	Year to-Date	Percent
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Local Taxes	\$44,000	\$22,106	50.2%
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Total Revenue	\$44,000	\$22,106	50.2%
EXPENDITURES:			
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Contractual Services	\$46,000	\$46,500	101.1%
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Total Expenditures	\$46,000	\$46,500	101.1%
Excess of Revenues Over Expenditures	(\$2,000)	(\$24,394)	
Fund Balance 7/1/18	\$11,086	\$11,086	
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Fund Balance 3/31/19	\$9,086	(\$13,308)	

AGENDA ITEM #XII-A  
 APRIL 29, 2019  
 HIGHLAND COMMUNITY COLLEGE BOARD  
 FY19

BOND AND INTEREST FUND  
 Statement of Revenue, Expenditures, & Changes in Fund Balance  
 For the Period Ended March 31, 2019

REVENUE:	Budget	Year to-Date	Percent
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Local Taxes	\$1,726,000	\$858,186	49.7%
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Total Revenue	\$1,726,000	\$858,186	49.7%
EXPENDITURES:			
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Fixed Charges	\$1,711,558	\$1,665,150	97.3%
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Total Expenditures	\$1,711,558	\$1,665,150	97.3%
Excess of Revenues Over Expenditures	\$14,442	(\$806,964)	
Fund Balance 7/1/18	\$977,633	\$977,633	
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Fund Balance 3/31/19	\$992,075	\$170,669	

AGENDA ITEM #XII-A  
 APRIL 29, 2019  
 HIGHLAND COMMUNITY COLLEGE BOARD  
 FY19

LIABILITY, PROTECTION, AND SETTLEMENT FUND  
 Statement of Revenue, Expenditures, & Changes in Fund Balance  
 For the Period Ended March 31, 2019

REVENUE:	Tentative Budget	Year to-Date	Percent
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Local Taxes	\$1,035,000	\$519,470	50.2%
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Total Revenue	\$1,035,000	\$519,470	50.2%
EXPENDITURES:			
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Salaries	\$290,132	\$219,949	75.8%
Employee Benefits	333,717	222,581	66.7%
Contractual Services	295,582	259,117	87.7%
Materials & Supplies	8,888	7,605	85.6%
Conference & Meetings	16,575	2,238	13.5%
Fixed Charges	186,843	187,474	100.3%
Utilities	7,102	4,605	64.8%
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Total Expenditures	\$1,138,839	\$903,569	79.3%
Excess of Revenues Over Expenditures	(\$103,839)	(\$384,099)	
Fund Balance 7/1/18	\$302,979	\$302,979	
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Fund Balance 3/31/19	\$199,140	(\$81,120)	