

CITY OF HIGHWOOD  
**COMMITTEE OF THE WHOLE MEETING**  
CITY COUNCIL CHAMBERS  
**Tuesday February 20, 2018 at 6:00 P.M.**  
MINUTES

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**CALL TO ORDER**

**1. Roll Call**

Present: Mayor Pecaro, Aldermen Grice, Falberg, Fiore, and Hospodarsky

Absent: Aldermen Peterson and Slavin

Also Present: City Manager Coren, City Attorney Jablecki, Assistant City Manager Martin, City Treasurer Gonzalez and Administrative Assistant Litjens.

**2. Public Hearing - None**

**3. Review of Minutes to be Approved**

**3.1. City Council: February 06, 2018**

**3.2. Committee of the Whole: February 06, 2018**

The Council considered the minutes and had no comments.

**4. Appointments (Mayor Pecaro)- None**

**5. Review of Bill Warrant List**

**5.1. February 20, 2017 Accounts Payable Warrant List**

The February 20, 2017 warrant list was discussed. City Manager Coren noted the crime awareness postcard mailing on the warrant list. There were no questions or concerns regarding the warrant list.

**6. Unfinished Business - None**

**7. New Business**

**7.1. Consideration of a Resolution Approving an ARC Application for a Variance and Two Wall Signs for Greenwood Restaurant (200 Green Bay Road).**

The Council reviewed the item and discussed the use of real Boston ivy in place of fake ivy on the wood surfaces along the north and east facades. The Council agreed that the real ivy was acceptable and otherwise agreed with the ARC recommendation.

**7.2. A Discussion on the December 2017 Treasurer's Report.**

City Treasurer Gonzalez presented the December 2017 Treasurer's Report noting fund balances and the performance of revenues and expenditures. The Council thanked him for his report.

**7.3. Consideration of a Motion Authorizing the City Manager to Execute an Agreement with the City of Lake Forest to Provide Assistance on Operating Highwood's Water Plant and Associate Facilities for 90 Days.**

City Manager Coren discussed the recent action in securing the City of Lake Forest's assistance in operating the Water Plant following recent personnel changes. He noted that the provided agreement formalized this partnership and that staff would be reviewing options over the next 90 days. The Council discussed the item and agreed that the arrangement was appropriate and necessary and that staff took speedy action to ensure the proper management of the City's water supply.

7.4. **Consideration of an Ordinance Adding 4-1-9: Personal Consumption “BYOB” Language to the Existing Liquor Code.**

City Manager Coren noted that this was previously in the municipal code and had been removed. The Council discussed the item and agreed that the amendment was appropriate. Alderman Falberg recused himself from the discussion.

7.5. **Consideration of a Motion Authorizing the City Manager to Enter into an Agreement with Olympic Signs for the Design and Installation of Four (4) Gateway Signs, in an Amount not to Exceed \$45,000 and a Waiving of Competitive Bidding.**

Assistant City Manager Martin reviewed the Council’s consideration of gateway signs over the past 10 months. He noted that the Council requested a final simpler version of the post style sign. Mr. Martin noted the approximate pricing of \$10,000 per sign with a contingency for the install. ARC Chair Paul Mocogni requested clarification from the Council on the movement away from the previous dual post concept and the use of the “highwood” graphic. Alderman Falberg and other Alderman noted that they felt a simpler sign was more appropriate and that the “highwood” graphic was currently employed on the water tank and was working well as a branding tool for the community. The Council discussed the item and agreed that the cost of the proposal was appropriate and that the signs were unique but also reflected the heritage of Highwood. The Council requested staff review the back side of the sign. The Council agreed that Olympic Signs has considerable experience in installing monument gateway signage and has provided detailed guidance in designing this particular post style sign, along with providing attractive pricing. Therefore, the Council was in agreement to move forward with the proposal and waiver of bid.

7.6. **A Discussion on the City of Highwood TIF Fund.**

City Manager Coren reviewed a spreadsheet on the TIF fund discussing potential revenues and expenditures over the life of the TIF.

7.7. **A Discussion on a Draft Request for Proposal (RFP) for Everts Park Master Planning Services.**

Assistant City Manager Martin reviewed the RFP for Everts Park Master Planning services. He noted that the master planning process would serve the City in terms of developing a community vision for the Park and providing cost detail for budgeting. The Council discussed the RFP and agreed to proceed noting how integral Everts Park is to the community.

**8. Other Items**

City Manager Coren discussed in detail the proposal received by ComEd to bury overhead utility lines on Green Bay Road. Mr. Jeff Pickus, in the audience, also commented on the proposal relative to his development at 438-440 Green Bay Road. The Council agreed that while the costs were high, the burial of the lines would have a lasting positive impact on the community and that the project should be investigated further. The Council directed staff to examine various cost share methodologies.

**9. Executive Session**

Moved by Alderman Falberg seconded by Alderman Grice to go into executive session to discuss the possible acquisition of real estate at approximately 7:15. All present voting aye, motion carried.

*Vote:*

Yes: Aldermen Grice, Falberg, Fiore, Hospodarsky, Mayor Pecaro

Nays: None

Absent: Aldermen: Peterson, Slavin

The Council reconvened at 7:29pm with all members present as the original roll call.

**10. Any Action Necessary Coming Out of Executive Session - None**

**11. Adjournment**

Moved by Alderman Grice, seconded by Alderman Falberg to adjourn the meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro adjourned the meeting at 7:29 P.M.

Respectfully Submitted,

Christopher A. Martin, Assistant City Manager

*Reviewed and Approved by Council on:*