

CITY OF HIGHWOOD  
COMMITTEE OF THE WHOLE MEETING  
CITY COUNCIL CHAMBERS  
Tuesday April 17 , 2018 at 6:00 P.M.

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**CALL TO ORDER** by Mayor Pecaro at 6:00 P.M.

**1. Roll Call**

Present: Mayor Pecaro, Aldermen: Grice, Falberg, Hospodarsky, Peterson, Slavin

Absent: Alderman Fiore

Also Present: City Manager Coren, City Attorney Jablecki, Finance Director Gonzalez, Assistant Finance Director Jelonek, Administrative Assistant Litjens, City Clerk Baruffi

**2. Public Hearing - None**

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

**3.1. City Council: March 20, 2018**

Minutes will be approved at the Regular City Council meeting this evening.

**3.2. Committee of the Whole: March 20, 2018**

Minutes will be approved at the Regular City Council meeting this evening with the change to 7.10 from Department of Labor to Department of Interior.

**4. Appointments** (Mayor Pecaro)

**5. Review of Bill Warrant List**

**5.1. 04/03/2018 AP Warrant List**

**5.2. 04/17/2018 AP Warrant List**

City Manager Coren reviewed the current costs of running the City water plant. There are 6 Class A operators from Lake Forest trained at our water plant plus the individual from Highland Park.

**6. Unfinished Business - None**

**7. New Business**

**7.1. A Discussion on the February 2018 Treasurer 's Report .**

Assistant Finance Director reviewed the February Treasurer's report.

Discussion ensued regarding the gas tax at \$.05/gallon and possibly should be reviewed in the future.

**7.2. A Review of a Request from Amdur Productions to Host the Starving Artists Festival on Green Bay Road on September 29-30, 2018 .**

This will be discussed at a future meeting. Apparently, Amdur Productions has the art festival advertised. The Council expressed concern regarding the timing with construction and the fact that it is advertised for 1 week prior to Pumpkin Festival.

**7.3. Consideration of a Motion Authorizing the City Manager to Accept a Proposal from Christopher Burke Engineering to Provide Professional Services Related to the Design and Construction Engineering for Euclid Avenue and Euclid Court in an Amount not to Exceed \$36,600.**

The Council is in agreement with the motion.

**7.4. Consideration of an Ordinance Regarding Zoning Variations for 454 Sheridan Road- Parking Variance and Brewery /Distillery up to 7,000 Square Feet .**

Note: Alderman Falberg left the room at 6:55 P.M. prior to the discussion.

Discussion ensued. The proposed usage meets the intent of the code. There is a parking variation required and the curbside café is limited in the frontage of the building.

7.5. Consideration of an **Ordinance Approving Certain Amendments to the Highwood City Code Related Thereto for the Creation of Liquor License Class M for Craft Distilleries and Liquor License Class N for Craft Distilleries/Breweries** .

Discussion ensued regarding the differences between the Class N, L, and M licenses as well as the costs of the license. There is 724 square feet in the tasting room. Distribution versus on-site distillery was discussed. Capacity of 40 seats. Bringing of other alcohols is not allowed, only what is distributed is allowed.

Note: Alderman Falberg returned at 7:20 P.M.

7.6. Consideration of a **Motion Directing the City Manager to Enter into a Contract with the Regional Emergency Dispatch (RED) Center to Provide Monitoring and Dispatching Service to the City of Highwood** .

City Manager reviewed this service of monitoring the fire alarms.

7.7. Consideration of a **Motion Authorizing the City Manager to Contract with DeMarr Sealcoating and Spend up to \$15,000 to Update the Painted Street Stripes in Downtown Highwood** .

Thermal plastics versus painted areas were discussed. Although thermal plastics cost is 2 ½ times more than painting, it may also last longer. This project will be painted. The school zones will be painted later this year.

7.8. A Discussion on the **Advantages and Disadvantages of the Appropriation System and the Budget System** .

A budget needs to be passed prior to the fiscal year. The Appropriation System can be passed up to 90 days after the beginning of the fiscal year change.

7.9. A Discussion on **Prioritizing Underground Utility Line Burial in the City of Highwood.**

This will be discussed at a future date.

Discussion regarding parking issues, valet parking, and the Greenwood Restaurant was discussed. **The intersection of Prairie Avenue and Green Bay Road and the volume of traffic** when the restaurants are open was discussed. There is a need for more Police enforcement in the area.

## **8. Executive Session (If Necessary)**

Moved by Alderman Hospodarsky, seconded by Alderman Falberg to go into Executive Session to discuss 2C11. All present voting aye, motion carried. The Council went into Executive Session at 7:29 P.M.

Vote:

Yes: Aldermen: Hospodarsky, Falberg, Grice, Peterson, Slavin

Absent: Alderman Fiore

## **9. Any Action Necessary Coming Out of Executive Session**

Moved by Alderman Hospodarsky, seconded by Alderman Grice to end Executive Session and seal the minutes until no longer sensitive. All present voting aye, by voice vote, motion carried. Mayor Pecaro ended Executive Session at 7:48 P.M.

Moved by Alderman Grice, seconded by Alderman Falberg to reconvene the meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro reconvened the meeting at 7:50 P.M.

City Manager Coren reviewed:

1. Pleasant Park
2. Welcome Signs

3. Utility burial, ComEd, and the need for reshaping the 440 Green Bay Road development due to the utility poles not being buried. Therefore, the development is looking to change from 5 to 6 stories and eliminate the retail development.

The Council discussed the possibility of moving the poles across the street.

**10. Adjournment**

Moved by Alderman Falberg, seconded by Alderman Grice to adjourn the meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro adjourned the meeting at 7:55 P.M.

Respectfully Submitted,

Karin J. Baruffi  
City Clerk

Reviewed and Approved by Council on: \_\_\_\_\_