



**MINUTES OF THE HIGHWOOD CITY COUNCIL
COMMITTEE OF THE WHOLE MEETING
COUNCIL CHAMBERS, HIGHWOOD CITY HALL
JULY 20, 2010**

1. CALL TO ORDER

Mayor Pecaro called the Committee of the Whole of the Highwood City Council to order at 6:03 p.m.

2. Roll Call

Present: Mayor Pecaro; Aldermen Bruni, Cahnmann, Falberg, Fiore, Linari, Murphy-Pieri, and Sepulveda

Absent: --

Attending: M. Burke, City Clerk; T. Lenzini, City Treasurer; J. Ferolo, City Attorney; S. Hannon, Director – Finance; J. Harding, Director of Community Development & Water Distribution; A. Marrin, Assistant City Manager

Not Attending: R. Pieri, Deputy Fire Chief; L. Rossi, Police Chief; J. Ponsi Director – Public Works;
There being a quorum present, the Mayor announced the meeting to be in session.

3. Executive Session

Mayor Pecaro requested a motion to go into Executive Session under exceptions: (2)(c)(1) Personnel; (2)(c)(2) Collective Bargaining; (2)(c)(11) Litigation; 2(c)(6) Sale or lease of real property. Alderman Falberg so moved; Alderman Murphy-Pieri seconded.

Vote:

Yes: Aldermen Bruni; Cahnmann; Falberg; Fiore; Linari; Murphy-Pieri; and Sepulveda

No:

The motion to go into Executive Session for the reasons listed by the Mayor passed 7 Yes; 0 No; 0 Absent; and 0 Abstain at 6:04 p.m.

At 7:06, Alderman Falberg made a motion to reconvene the Committee of the Whole meeting; Alderman Fiore seconded. Passed unanimously by voice vote.

4. Any action necessary coming out of Executive Session

none

5. Special Business

On Regular Agenda-Review of Golf Course Concept Plans

6. Review of Minutes

6.1. Committee of the Whole: July 6, 2010

There were no questions or comments. The council will accept these minutes as submitted

6.2. Regular City Council: July 6, 2010

There were no questions or comments. The council will accept these minutes as submitted.

6.3. Executive session: June 1, 2010; June 15, 2010; June 22, 2010; and July 6, 2010
Available in the office.

6.4. Special meetings: --

7. Appointments

- 7.1. Susan Niles and Bertha Chavez will be appointed to the Library Board at the regular meeting;
- 7.2. Discussion about setting terms of office for all appointees: the Clerk will update and distribute to the attorneys and the aldermen the summary of all open seats and appointments that needed to have terms specified previously given to Mayor Pecaro.
- 7.3. The Mayor announced that Alderman Cahnmann will be reappointed to the Police Pension Board at the next meeting.

8. Review of payments to be approved

Will be handled at regular meeting of the City Council.

9. Confirmation of Action Items for the next Regular Meeting of the Highwood City Council

9.1. Approval of execution of paramedic fee billing contract

Summary: Show Mayor Pecaro as mayor; show change in billing fee from 9% to 7%.

Disposition: Confirmed for approval

Items omitted from Action Items to Confirm on COW Agenda but on included on regular meeting agenda as Action Items

- Isaac & Moishe signage: Jeff Harding reported that the ARC approved the proposed yellow awning but without any words; the owners are asking for a variation to allow proposed verbiage excluding the phone number
Discussion: The aldermen agreed that as this was a large awning it could accommodate more than 5 words. They also agreed to allow the listing of products/services as long as the phone number was omitted.
Disposition: Variation – confirmed for approval
- Mean Wiener signage: requested a variation that included the use of a pole sign and an additional wall sign.
Discussion: Alderman Cahnmann asked if approving this request would open the city to other pole signs. It was noted that the pole for the sign had been grandfathered in for the property because the lot was developed so that it would accommodate two businesses – one in the front of the lot and one in the rear and the pole sign was to give the rear business some street presence. ARC rejected both parts of the request, the wall sign because they felt that the building already had excessive signage. The Mayor said that this should be dealt with as two separate issues.

Jerry Geffen, the owner of the Once Upon A Bagel (OUAB) group of companies, spoke to the COW. He said that OUAB had invested a lot of money in the building. They first opened a catering business at that location. That business didn't make it because of the economy. Instead of abandoning the site, OUAB started a fast food restaurant at that location. He said that the business was doing well at lunch, but died at 3pm so they wanted to change the food offerings for dinner. Will be in same font as currently use. It was this dinner concept that they wanted to identify with the additional wall sign. Mr. Geffen wanted the approval for the pole sign because he said it increased business by 30%.

Disposition: after further discussion about the need to support our businesses, especially in tough economic times, the Council decided to approve both variances at the regular meeting.

Alderman Sepulveda made a motion, seconded by Alderman Falberg to recess the COW because it was after 7:30 and to reconvene it after the regular council meeting. Motion approved by voice vote.

At 9:33 pm, Alderman Falberg made a motion, seconded by Alderman Fiore, and approved by voice vote to reconvene the COW. Alderman Linari then left the meeting for health reasons.

10. UNFINISHED BUSINESS

10.1 **Budget/Appropriations Ordinance**

Aldermen asked Ms. Hannon where the numbers had come from and how the version they were currently looking at compared to the last one published by the Finance Committee. Concern was expressed about keeping the brakes on spending with the current draft because since becoming home rule, the appropriation appears to be have been used as the budget.

Disposition: to July 27 Special Meeting of the City Council for public hearing and vote on appropriations ordinance.

10.2 **Deferred from July 6: Discussion of outstanding professional services bills**

Summary: Recommendation on flat fee offer to Lauterbach & Amen from Director of Finance; agree on/explain Raysa & Zimmerman items on which to withhold payment and schedule rest be approved by Council.

Disposition: deferred again

10.3 **Deferred from July 6: Discussion of the delinquency report.**

Summary: This report had been requested by Alderman Sepulveda some time ago. Mr. Jackson had indicated that it was a routine report that would not be a problem to produce. Consideration to be given to establishing minimum delinquency reporting standards

Disposition: deferred again

10.4 **Deferred from July 6: Follow-up reports - staff**

Summary: status reports on assignments made at previous meeting

10.4.1 Isaac and Moishe Signage/Awning

Summary: Mr. Harding to meet with them to explain what the issues are with their proposal and to provide summary of appearance requirements from the ARC meeting.

Disposition: Approved at regular meeting.

10.4.2 Mean Wiener Revised Signage Plan

Disposition: Approved at regular meeting

10.4.3 Balancing of FY 09-10

Summary: Ms. Hannon previously reported that 21 of the 30 accounts were reconciled.

Discussion: 4 credit cards accounts are still being worked on and must be completed before the FY 09-10 financials can be produced.

Disposition: Ms. Hannon was charged with completing this within the next two months.

11. New Business

11.1 Review and discussion of copier proposals. After some discussion, staff was asked to get a firm price for a 42 page-per-minute B&W copier without a fax capability.

Disposition: Will be considered at August 3 meeting if proposal provided to Council for review prior to August 3.

11.2 Discussion of an Ordinance Adopting the Prevailing Wage Rates for Laborers, Workers, and Mechanics Employed by the City of Highwood.

Summary: Ordinance to confirm the state of Illinois prevailing wages for workers contracted by the city. (Annual) (Time Sensitive).

Disposition: handled at regular meeting of the City Council.

11.3 Discussion of an Ordinance Allowing for the Operation of a Public TRAM throughout the City of Highwood.

Summary: State law requires that special operation of vehicle must be approved by ordinance.

Discussion: Mr. Ferolo explained that a tram ordinance is needed to operate this vehicle on our streets. He said that the draft provided to the COW had to be tailored to Highwood's needs.

Disposition: Alderman Falberg will put Mr. Ferolo in touch with the people he is working with on this so that the ordinance can be completed and presented to the Council.

11.4 Discussion of Description of Open Lands Lakeshore Preserve Project and related possible traffic issues for Highwood.

Summary: Paperwork for project and traffic mapping provided for City review. Trucks weighing up to 73,280 lbs will be routed onto the indicated streets unless a permit is required or a City has issues with it. The City must respond if there are issues or if permits are required.

Disposition: to be reviewed by staff and a recommendation made for the council's consideration at the August 3 COW.

Additional item(s) not on agenda

Late fees on city stickers: During a discussion on this topic, the following questions were raised: Was adequate notification given of the increase in late fees? Should the ordinance be amended to define standards where hardship consideration should be given? Should the senior price be changed to be a hardship price? Deputy Chief Pieri suggested that the Nordstrom Fund guidelines be used if the decision is made to reduce city sticker fee in the case of hardship.

Staff was directed to prepare a list of all people who paid late fees and when they came in for the council to review at the special meeting on August 3. Retroactive refunds in the case of hardship will be considered.

12. Goals and Priorities

Summary: process to be used to determine and prioritize the council's goals

