

**Minutes of the Highwood City Council Committee of the Whole Meeting
Council Chambers -- Tuesday May 12, 2009 at 6:00 p.m.**

1. Call to order

Mayor Pecaro called the regular meeting of the Highwood City Council to order at 6:01 p.m.

2. Roll call

- a. Present: Mayor Pecaro, Aldermen Sepulveda, Harpster, Murphy-Pieri, Linari, Falberg, Cahnmann
- b. Absent: Aldermen Bruni and Fiore
- c. Also present: M. Burke, City Clerk; P. Lenzini, City Treasurer; G. Jackson, City Manager; and J. Stein and M. Zimmerman, City Attorneys

There being a quorum, Mayor Pecaro announced that the meeting was in session.

3. Executive Session

There was no Executive Session

4. Review of Council Minutes

- a. Council minutes for May 5, 2009 -- old council
- b. Council minutes for May 5, 2009 -- new council
 - i. Not distributed; will be sent out

5. Appointments

None at this time; Mayor Pecaro is still soliciting applications

6. Special Business

The Oath of Office was administered to Alderman Kathy Murphy-Pieri by Clerk Burke

7. New Business

a. Discussion of Codification of the Highwood's Ordinances

- i) Attorney Zimmerman reviewed what codification is and why Highwood is doing it. He noted that the cost to codify Highwood's ordinances dating from 1962 was \$14,400 for the project including publication and hosting on line by Sterling. Updates to the printed code would cost \$20/page. Raysa and Zimmerman recommends that updates be done quarterly.
- ii) Sterling originally provided Highwood with a workbook that listed all the decisions that had to be made regarding the provisions of the submitted ordinances to get rid of any duplication and/or to resolve any internal or external conflicts. In answer to questions from several aldermen, Mr. Zimmerman said that there was a significant amount of duplication and that the rule they generally used was to keep the most recent provisions. He said that the biggest challenge was Highwood's fee schedules and that, to the best of Raysa and Zimmerman's knowledge, all conflicts had been resolved.
- iii) Zoning, which he described as the "most used public ordinance", was the biggest challenge.
- iv) Mr. Zimmerman said that the biggest concern was whether everything was included and included correctly -- while pointing out that perfection might be an unattainable goal. The question he posed was where Highwood went from there. He

recommended that the Council adopt the code as soon as possible; he assured the council that the provisions of the Code were substantially the same as the current ordinances.

- v) After some discussion, Alderman Murphy-Pieri requested judiciary review of all relevant material and that the last meeting in June (June 16) being the time at which a decision would be made.

a. Discussion of Highwood Water Sales agreement presented by Bill Balling, Consultant

Mr. Balling presented a proposal to find customers for Highwood's excess water. There was considerable discussion about this including questions from aldermen concerning Highwood's current and projected consumption and a number of infrastructure issues.

Alderman Falberg stated that he would like to have time to carefully review the contract proposed by Mr. Balling. Mayor Pecaro directed that this be put on the agenda for the COW meeting on May 19.

c.- e. Review of ARC Signage Recommendations for 254 Waukegan Ave. (Ien Z.'s Beauty Services), 311 Waukegan Ave. (Isaac and Moishie's), and 720 Sheridan Rd (Animal Medical Center).

The three recommendations are to come before the council on May 19, 2009. The one regarding 720 Sheridan is to be placed on the Consent Agenda based on the Council's understanding that the Department of the Interior has sanctioned both the sign and the driveway. The other two are to go onto the COW agenda and the Consent Agenda.

As a result of the Council's discussion of the variances requested, Mayor Pecaro requested that the ARC review and consider ways to change their code to reduce the number of variances being recommended by ARC. It was noted that the ARC also wanted to require that all temporary signs come before them.

f. Discussion of Variance granted for fencing in relation to the Oak Terrace parking lot addition.

- i. There is already a chain link fence around part of the play area; this discussion concerned the use of chain link fencing on the front side of the property.
- ii. Alderman Falberg stated his preference for the use of wrought iron fencing consistent with southeast corner play area. It was pointed out that the prior Council had already approved the permit and clarified that this discussion was on the agenda for information purposes. Mr. Zimmerman informed the Council that as long as no permits had been pulled, the approval could be rescinded and that if the Council thought it would want to do that, a written notice that the Council was considering rescinding its prior approval should be sent out immediately. Alderman Harpster requested that Oak Terrace provide the council with a comparison of the safety/costs/esthetics of the chain link requested vs. a wrought iron fence compatible with the fencing in front of the school. Alderman Harpster said that he understood the need to settle this quickly because of construction schedules and that the matter would be decided as soon as possible once the comparison was received.

a. Discussion of temporary no parking on High Street during Oak Terrace parking lot construction.

The staff recommendation is for no parking in front of the first two houses on the east and west sides of High Street south of Oak Ridge for public safety reasons. The Council agreed with this recommendation and asked Mr. Jackson to prepare a letter to the residents in the area explaining the temporary parking regulations and the reasons for them.

h. Discussion of temporary one-way west to east traffic on Oak Ridge from S. Central to High St during the construction of the Oak Terrace School parking lot.

The Council agreed with this recommendation and asked Mr. Jackson to prepare a letter to the residents in the area explaining the temporary traffic regulations and the reasons for them.

i. Discussion of traffic issues on Rienzi Lane

After some discussion the Council generally supported the residents' request for one-way traffic on Rienzi but postponed any decision on this until Mr. Jackson could have the safety aspects of the current and proposed traffic regulations evaluated by Police Chief Rossi.

j. Discussion of parking on DeRoo Loop

- Residents whose town houses face DeRoo Loop have requested that they be granted permit only overnight parking.
- Alderman Falberg asked that this be put on hold until the Council could be assured that other alternatives could be explored.
- Catherine Craig, 778 Lyster Rd, told the Council that her townhouse was one of several whose garages opened onto DeRoo and said that this could cause significant problems for the owners of those townhouses, especially in the winter. She asked that each of the Council members drive back there and see what these homeowners are concerned about for themselves
- Alderman Harpster noted that there was a lot of discussion on both Rienzi Lane and DeRoo Loop and requested that both issues be taken to the JPC with a recommendation to have the Police Chief make a recommendation about each based on safety issues. Some discussion followed about what should and what shouldn't go to the JPC. Mr. Zimmerman will clarify what does and what does not have to go to the JPC.

k. Review and discussion of Recreation Center science camp contract.

It needs to be confirmed that the city will incur no additional liability due to this contract.
It was stressed that no contracts should be signed until after they had been reviewed and approved by the City Attorney. The individual who signed the contract shouldn't have done so and had not obtained the information needed regarding insurance and any additional liability to the City.

l. Discussion and Review of Verizon Wireless Water Tower Lease Agreement

Verizon would pay Highwood \$36,000/year under the terms of this lease. The lease was negotiated two years ago.

It was suggested that it should be confirmed that this is still a good deal as compared to other Highwood cellular leases as well as the leases currently being negotiated with other municipalities. It was also asked whether the easement involved was proposed or existing.

Alderman Murphy-Pieri asked if this use of the water tower had any impact on the discussions with the US Department of the Interior (DOI) regarding the land granted to

Highwood for use as a park. *Mr. Zimmerman will provide an opinion on whether the easement involved violates any agreement with the DOI concerning the property. He was also asked to provide copies of any correspondence from the DOI confirming that they had no further issues with this use of the property.*

m. Discussion of status of work at the Highland Park Rehabilitation Facility located at 50 Pleasant

- Jeff Harding, Director Community Development and Water Distribution. told the Council that permits will be issued on May 13 and that he had a written breakdown of the work that would be done the first week.
- Alderman Linari pointed out that the Ordinance approving this construction specified times for truck traffic due to concerns for the safety of children going to or from area schools.
- Mr. Harding assured the Council that the site was secured and said that there would be construction meetings every Friday at 10 am. *Alderman Harpster request that Mr. Harding provide the Council with a Gantt chart on the project.*

n. Discussion of new "Welcome to Highwood" signage including pricing and delivery dates

Proposed signage will be presented at the next COW meeting. Mr. Jackson told the Council that the price for three installed signs would be \$1,900/each. Alderman Falberg asked Mr. Jackson to have hooks attached to the bottom of each sign on which event announcements could be hung.

o. Mayor's appointments to Council committees

The list of committee appointments will be updated and republished.

Mayor Pecaro asked that Mr. Jackson see to the drafting of goals and priorities for each of the committees.

Committee meetings will generally be held on alternate Tuesdays.

8. Unfinished Business

None

9. Additional Items

Finance Committee meeting: June 9 at 5 p.m.

Alderman Sepulveda requested that the Council consider posting all meeting notices in a glass display box outside of City Hall.

10. Adjournment

There being no further business Mayor Pecaro requested a motion of adjournment. Motion - Alderman Harpster; Second - Alderman Falberg. Vote: 8 aye; 0 no. Mayor Pecaro declared that the was meeting adjourned at 8:35 p.m.

Respectfully submitted,

Accepted on:

Marcia Burke, City Clerk

_____, 2009