



MINUTES OF THE CITY OF HIGHWOOD
COMMITTEE OF THE WHOLE OF THE HIGHWOOD CITY COUNCIL
COUNCIL CHAMBERS - JULY 7, 2009
PART I

1. CALL TO ORDER

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

2. ROLL CALL

a. Present: Mayor Pecaro, Aldermen Sepulveda, Harpster, Murphy-Pieri, Linari, Falberg, Cahnmann, and Fiore

b. Absent: Alderman Bruni

c. Also present: M. Burke, City Clerk; P. Lenzini, City Treasurer; G. Jackson, City Manager; A. Marrin, Assistant City Manager; and J. Stein and D. Blondin, City Attorneys

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

3. Executive Session

Alderman Falberg moved that the Committee of the Whole go into Executive Session under Open Meeting Act exceptions 2c(2) Collective Bargaining, 2c(5) Purchase or sale of real property, 2c(11) Pending or Probable Litigation, and 2c(1) Matters regarding specific employees and 2c(3) Selection of a person to fill a public office. Alderman Harpster seconded. Clerk Burke called the roll:

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

No --

Absent Alderman Bruni

Abstain--

By a vote of 7 Yes 0 No the motion to go into Executive Session was approved.

4. Return from Execution Session

Roll Call:

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

Absent Alderman Bruni

There being a quorum, the Committee of the Whole meeting reconvened at 6:36 p.m.

5. Review of the Minutes of the Highwood City Council Committee of the Whole

The minutes of the June 16 meeting were to be accepted with the one correction

6. Appointments

None

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7. Mayor's Report

- Flowers donated by Ermanno Amidei were planted by Aldermen Falberg, Harpster, Murphy-Pieri, and Sepulveda; vegetable plants were donated and planted by the Gorilla Gardener.
- There is no update on the status of the Hotel Moraine

Mayor Pecaro requested and received the permission of the council to take agenda items out of order.

8. Items for consideration on Consent Agenda for regular city council meeting

a. Resolution Related To Semi-Annual Review Of Closed Session Minutes

These are to be reviewed every six months to see if any minutes should be released. An indexed list of all executive session minutes is with the deputy clerk.

b. Resolution Authorizing Application For Community Block Grant Project

Acknowledgement of block grant of CDBG and stimulus funds

c. Resolution Regarding The Maintenance Of Streets And Highways

To tell state of intent to use Motor Fuel Tax monies for street repairs; includes \$476,700 in Stimulus Fund monies that we will need to match

These items will each be considered separately.

9. New Business

a. Cable Franchise Agreement

This was originally presented several months ago. Revisions were made commensurate with the provisions found in other municipalities' agreements with Comcast. Frank Deuel, the Government Affairs Manager for Comcast was available to answer any questions from the council.

b. Ordinance Establishing Licensing Requirements and Regulations Re: Landscapers

This was referred to the Finance Committee by the Legislative Committee. The Finance Committee anticipates sending it to the council for consideration at the July 21 meeting. It establishes a \$100 fee per landscaper. A copy of the license could be kept in each vehicle to verify compliance. The license year would run from January to December.

c. Ordinance Amending the City Code

This ordinance modifies the City Code with all Ordinances adopted after the cut-off date. It also changes all references to the City Administrator to City Manager. The Property Maintenance Code is being reviewed to find anything that may have been dropped. It is expected to be presented to the Committee of the Whole on July 21.

a. Ordinance Authorizing FY 09-10 Appropriation

This was presented by the City Manager. He referenced a November 14, 2008 letter to the previous council on what the general fund expenditures would be. He noted that:

- we were in difficult economic times that were resulting in declining revenues
- the budget had been presented to the Finance Committee on Thursday, July 30
- the budget included a reserve of \$44,000
- a copy of the Library (Dept 71) budget had just been received earlier in the day

The Mayor pointed out that while we have an appropriation as our statutory document, the city was run off a budget.

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Alderman Sepulveda requested a workshop on the use of budgets and appropriations. Mr. Jackson noted that the city had never done a budget before the tax levy before this year. He also noted that over the course of a fiscal year, priorities can change

A comparison of what was appropriated last year to actual spending was requested to determine if spending in FY 08-09 had exceeded the appropriation. There followed a discussion about whether spending could not exceed the appropriation for an entire fund with the flexibility to adjust line items at any time or if have to abide by the limits set in the appropriation by line item. Mr. Jackson cited Lake Forest, Highland Park, and Buffalo Grove as all allowing adjustments to line items as long as appropriation for fund not exceeded.

10. Adjournment

As it was time for the formal meeting of the City Council, upon a motion made by Alderman Fiore, seconded by Alderman Sepulveda, and passed unanimously the meeting was adjourned at 7:35 p.m. to be reconvened after the formal city council meeting.

RESPECTFULLY SUBMITTED,

MARCIA BURKE, CITY CLERK

REVIEWED AND ACCEPTED BY THE HIGHWOOD CITY COUNCIL ON: _____, 2009



MINUTES OF THE RECONVENED CITY OF HIGHWOOD
COMMITTEE OF THE WHOLE OF THE HIGHWOOD CITY COUNCIL
COUNCIL CHAMBERS - JULY 7, 2009
Part II

1. **Call to order**

Mayor Pecaro called the reconvened meeting of the Highwood City Council Committee of the Whole to order at 7:40 p.m.

2. **New Business, continued**

a. **Appropriations, continuation of earlier discussion**

The need to pass the appropriation so that the City can spend monies was stressed. The need for a workshop to better understand the financials was recognized.

Mr. Jackson explained that for the most part the appropriation was a 10% increase over the budget developed with the previous council. He further explained that the appropriation represented the most that could be spent, not the amount that was expected to be spent. He also said that we don't have to levy (which goes into the general fund only) up to the appropriation.

Mr. Jackson also noted that, even though the detailed appropriation document is part of the levy ordinance, the appropriation is for the total amount going into the general fund from property taxes.

An alderman asked how an item could be added that was not part of the appropriation and was told that it was because the appropriation was for the fund.

b. **Review of Survey of Property Known as Old Fort Sheridan Spur**

The city is in possession of a survey supporting the position that the land was owned by the Department of the Interior (DOI). Any conflict between the DOI and the Army could be settled by them.

c. **Review and Discussion of Sprinkler Ordinance**

To inform this discussion, an analysis of the frequency with which fire alarms are supposed to be tested was requested.

3. **Old Business**

None

3. **Unfinished Business**

None

4. Adjournment

There being no further business, Alderman Fiore made a motion to adjourn. It was seconded by Alderman Sepulveda and passed unanimously. The meeting was adjourned at 9:04 p.m.

RESPECTFULLY SUBMITTED,

MARCIA BURKE, CITY CLERK

REVIEWED AND ACCEPTED BY THE HIGHWOOD CITY COUNCIL ON: _____, 2009



CITY OF HIGHWOOD
MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
CITY COUNCIL CHAMBERS - TUESDAY, JULY 7, 2009

1. Call to Order

Mayor Pecaro called the meeting to order at 7:35 p.m.

2. Roll Call

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

Absent: Alderman Bruni

Also present: M. Burke, City Clerk; G. Jackson, City Manager; A. Marrin, Assistant City Manager; D. Blondin and J. Stein, City Attorneys

There being a quorum present, the Mayor announced the meeting to be in session

3. Pledge of Allegiance

Everyone present rose to say the Pledge of Allegiance

4. Executive Session

none

5. Any Action Necessary Coming Out of Executive Session

n/a

6. Approval of Minutes

a. Committee of the Whole minutes: June 16, 2009

Motion: Alderman Harpster; Second: Alderman Falberg; Accepted 7-0

b. Regular meeting of the City Council: June 16, 2006

Motion: Alderman Harpster; Second: Alderman Falberg; Accepted 7-0

7. Appointments.

None

8. Special Business

Assistant City Manager Marrin read the Mayor's proclamation of the City's full support and participation in the overwhelming success of Census 2010 through the formation of a Complete Count Committee

9. Public Input

Damien, City of Highwood came to speak to the Council about the fire in the apartment where he lived and told about how scared it made him. He said that no one helped them to get out and he wanted to know why.

Elsie Rodriguez, City of Highwood came to represent all of her neighbors who live in the building that had the fire. She said that on the day of the fire, it felt like neither the firefighters nor the City supported them like they should have even though there were clearly children and seniors in need of help. She also said that some people were taken to the Emergency Room and that they now have bills they cannot pay. She asked for the City's help in paying these bills. She also asked for help for the children who were traumatized by the fire. Ms. Rodriguez requested a meeting with Mayor Pecaro

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and Mr. Jackson to discuss this in more detail. *The Mayor promised such a meeting to which he invited Alderman Sepulveda and promised to invite a representative from Moraine Township.*

A woman who was 3 days post-partum at the time of the fire also came forward to speak. She said she was helped by a brother who came from the next building and by passers-by. She also told of getting 30 days notice to get out of her apartment from Morningside the day after paying her rent. She said that since they had had no warning this was coming they had just repainted their apartment and had the carpets cleaned because of the new baby. After the eviction notice she said that Morningside moved them into a 3 bedroom apartment that was dirty and had holes in the walls. When they complained, she said that Morningside told them that the repair and cleaning work had already been done in the new apartment. (Moved from 636 building to 626, Apartment 2B)

Alfredo Gonzalez, who also lives in the complex, said that the Lake Forest Fire Department did more to help the people affected by the fire than the Highwood Fire Department did. He talked about how people were not able to find their way out. He also commented on construction that has started in the building. He told the Council that sometimes people don't complain because they are afraid to say anything.

Mayor Pecaro promised that the committee he had just formed would explore these issues.

10. Mayor's Report

Mayor Pecaro announced that Ermanno Amidei had donated 40 flats of flowers to the city and that these were planted by Aldermen Flaberg, Harpster, Murphy-Pieri, and Sepulveda. He also noted that someone who chose to be known as the "Gorilla Gardener" had added vegetables that were planted surrounded by the flowers.

11. City Manager's Report

The City Manager reported on the activities of several of the council committees that he was assisting including:

- the Long Term Planning Committee chaired by Alderman Harpster which is working on bringing a proposal for the development of a Comprehensive Plan to the council;
- the Special Events Committee chaired by Alderman Falberg which is working on a business district shuttle system to alleviate the parking problem as well as a number of special events including the Gourmet Farmers' Market, the Parisian Market, the proposed Pumpkin Fest, and the Historical Society's Reunion;
- the Public Safety Committee is considering requests for special parking privileges by some residents of DeRoo Loop and for reducing the risk of accidents because of the 90° turn on Rienzi. It is also looking at police and fire resource alternatives. The RFP responses will go to the Public Safety Committee for review.

He also reported on:

- follow-up on soliciting RFPs for landscaping and snow removal
- meeting with European Crystal re: the development of Hotel Moraine
- summary of the intergovernmental funding projections that Highwood will receive
 - \$476,000 - paving Sheridan Road - infrastructure grant
 - \$148,000 - Green Bay Road (Euclid to Washington) - CDBG
 - \$350,000 - repair of five residential roads
 - \$ 19,000 - Park an Recreation Center project done several years ago
 - \$ 38,000 - Salt Dome
 - \$ 50,000 - update of the Comprehensive Plan
 - request to IDOT for \$350,000 in emergency funds
- follow-up on Highland Park as a possible alternate fuel source

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- Potential private-public mixed use development near Webster and Sheridan (with Alderman Falberg and Mayor Pecaro)
- Continuation of work with the Department of the Interior on the park property issue near the water tower
- Request for help to relocate the Nuestro Center by Family Services
- Completion of 08-09 financials, 09-10 appropriation; 10-11 capital improvements

12. Committee Reports.

Legislative – Alderman Pieri, Chair

Code of Conduct – working on a pledge

Rules – working on at meeting on July 14 at 8 pm; hope to present to Council on July 21

Finance - Alderman Linari, Chair

Meeting on July 14 to start at 4:30 pm to go through bills;

Has forwarded appropriation to the full council for review.

13. Consent Agenda

All items were removed from the Consent Agenda for separate consideration .

14. Action Items

a. Approval of a Resolution Related to Semi-Annual Review of Closed Session Minutes

Meet Open Meetings Act requirement for a review at least every six months of the minutes of Executive Sessions to determine which, if any, can be released. More detailed review can be done at any time

b. Approval of a Resolution in Support of a Community Development Block Grant Application for the road improvements on Green Bay Road from Washington to Euclid Avenue

To accept \$148,000 CDBG for road repairs

c. Approval of a Resolution for Maintenance of streets and highways by municipality under the Illinois Highway Code.

To meet IDOT requirements for proposed use of MFT funds

15. Unfinished Business.

none

16. New Business

none

17. Adjournment.

There being no further business, Alderman Fiore made a motion to adjourn. It was seconded by Alderman Sepulveda and passed unanimously. The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Marcia Burke, City Clerk

Accepted by the City Council on _____, 2009

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