

CITY OF HIGHWOOD
COMMITTEE OF THE WHOLE MEETING
CITY COUNCIL CHAMBERS
Tuesday February 21, 2017 at 6:00 P.M.

Call to Order by Mayor Pecaro at 6:03 P.M.

1. Roll Call

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

Absent: Aldermen: Feddermann, Fiore

Also Present: City Manager Coren, City Attorney Jablecki, Assistant to City Manager Marquez, Deputy City Clerk Baruffi, Residential Rental Official Tombari

2. Public Hearing - None

3. Review of Minutes to be Approved

3.1. City Council: February 7, 2017

3.2. Committee of the Whole: February 7, 2017

3.3. Special Meeting of the City Council: February 15, 2017

The minutes will be approved at the Regular City Council Meeting.

4. Appointments (Mayor Pecaro)

There is an opening for 1 individual on the Board of Fire and Police Commission.

5. Review of Bill Warrant List

5.1. 02/21/2017 AP Warrant List

There are 2 payments that were explained. The first being the Jetco payment. Once payment is completed to Jetco, the City will submit the paperwork to the State of Illinois for reimbursement. There is a Baxter Woodman bill for services already rendered. With the clarifications, all invoices on the warrant list will be approved for payment at the Regular City Council Meeting.

6. Unfinished Business

7. New Business

7.1. Consideration of a Resolution Approving an ARC Application for Signage for the Building at 9 Prairie Avenue for Domino's Pizza.

The monument is currently 8' with the extended lettering, however, Domino's Pizza plans to have the lettering even with the top of the sign, thereby only measuring 6' in height.

7.2. Consideration of a Resolution Approving an ARC Application for an Awning for the Building at 325 Waukegan Avenue for Nail City Rococo.

Nail City Rococo has already installed the awning without authorization. ARC denied the lettering as per code it should be only 8" and their lettering is 11 ½". Discussion ensued. Decision to allow the awning to stay up with the stipulation that prior to a 30 day period, and staff issue a \$500.00 fine. If the owners' choose not to pay the \$500.00, then must take down the awning, go back through the process including the ARC process.

7.3. A Discussion on a Request from Kings & Convicts Brewery to Reduce the Initial and Annual Fees for the Class L Liquor License.

Chris Bradley and Brendon Waters of Kings and Convicts Brewery approached the Council in the past and were available for questions regarding their appeal to be charged a lower initial fee for the liquor license and renewal rate. The Council discussed in depth. The current initial fee for the liquor license is \$10,000.00 with a yearly renewal of \$3160.00. The fees agreed upon are closest to a D license. Therefore, it will be presented at the next Council Meeting. City Manager Coren encouraged them to begin the background check as that process can be lengthy.

7.4. Consideration of a Motion Authorizing the City Manager to Trade in the Holder Sidewalk Plow and Purchase a Steiner 440 Tractor to Maintain City Parks and Sidewalks in an Amount Not to Exceed \$16,967.00

The Park & Recreation Department has researched for sidewalk plowing equipment, which would double for the ballfield. The company contacted has offered the City \$8,000.00 trade in on our current sidewalk plow. The v-shaped

attachment would be included, but the warranty needs to be researched. It was decided the City needs to clearly communicate to the public what plowing the City will be responsible for as outlined in the code, but ultimately the property owner is responsible.

- 7.5. Consideration of a Resolution Authorizing the Withdrawal from a Governmental Self-Insurance Sub-Pool and Membership in Another Governmental Self-Insurance Sub-Pool and Requesting the Approval of the Board of Directors of the Intergovernmental Personnel Benefit Cooperative (IPBC).

All present were in agreement with the changes.

- 7.6. A Discussion of the Residential Rental Report.

Residential Rental Officer Tombari reviewed a portion of the program. There are 367 rental properties and 168 were inspected in 2016. The process for the identification of illegal units was discussed. There were 86 inspections completed, 106 not responded, and 76 illegal units discovered. Discussion ensued regarding the need to keep accurate logs of violations and if need be to submit to the newspaper those not in compliance. City Attorney Jablecki explained that for every day the problem exists there could be a fine, but the fine amount is ultimately up to the judges' decision.

The Council discussed the option of an in-home administrative hearing officer with the hearings audio recorded.

Residential Rental Official Tombari stated letters have recently been sent to individuals that have not responded to the letters sent in August 2016, the rental letters for 2017, and some of the issues are in court.

- 7.7. A Review and Discussion of the Downtown Zoning Update.

8. Executive Session (If Necessary)

9. **Adjournment** Moved by Alderman Peterson, seconded by Alderman Slavin to adjourn the meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro adjourned the meeting at 7:36 P.M.

Respectfully Submitted,

Karin J. Baruffi
Deputy City Clerk

Reviewed and Approved by Council on: