

CITY OF HIGHWOOD  
**COMMITTEE OF THE WHOLE MEETING**  
CITY COUNCIL CHAMBERS  
**Tuesday August 20, 2019 at 6:00 P.M.**  
MINUTES

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**CALL TO ORDER**

**1. Roll Call**

Present: Mayor Pecaro

Aldermen: Falberg, Fiore, Levi, Slavin

Absent: Hospodarsky, Peterson

Also Present: City Manager Coren, City Attorney Jablecki, Assistant City Manager Martin (acting as recording secretary), Community Development Analyst Dustin Anand, Administrative Assistant Litjens, and City Treasurer Jalonek.

**2. Public Hearing - None**

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

3.1. City Council: August 06, 2019

3.2. Committee of the Whole: August 06, 2019

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

**4. Appointments (Mayor Pecaro) - None**

**5. Review of Bill Warrant List**

5.1. 08/20/2019 AP Warrant List. The Council noted their intention to approve this item at the regular meeting.

**6. Unfinished Business - None**

**7. New Business**

7.1 A Proclamation Announcing Highwood Design Week. Mayor Pecaro summarized the Highwood Design Week that the Highwood Chamber of Commerce proudly presents Highwood Design Week presented by Sherwin-Williams, with events including a launch party at 28 Mile Vodka on Thursday night, followed by a Design Professionals Showcase for industry pros on Friday, and a Public Expo on Saturday for members of the public interested in interior design, renovation, landscapes and more. *The Council noted their intention to approve this item at the regular meeting.*

7.2 A Discussion on the June 2019 Treasurer’s Report. City Treasurer Jalonek reviewed the Treasurer’s report. *The Council noted their intention to approve this item at the regular meeting.*

7.3 Consideration of an Ordinance Granting a Special Use Permit for a Planned Unit Development and Approving a Preliminary Plat for Planned Unit Development at 546 Green Bay Road. The petitioners were present along with the building management firm. The Architect Guido Nieri noted that development is a five story residential development of 40 total units. The site plan provides 32 interior parking spaces and 4 off-street spaces in addition to 13 existing on-street spaces along Washington Avenue adjacent to the development. City Manager Coren noted that the Planning and Zoning Commission held a public hearing on August 7, 2019 and voted 4-2 to recommend

denial of the Special Use Permit and Preliminary Plat. The Council discussed the petition at length, noting that along with the proposed rezoning item also on this evening's agenda, this type of development, in this location, was exactly what the City had been planning for over the past 10 years. The Council noted that moving higher density housing into the downtown area would work to ensure the economic stability of Highwood's downtown district, notably restaurants, by providing a permanent population to serve those uses. The Council noted that the developer has worked to minimize the impact of the building on the adjacent neighbors by making adjustments to the landscaping and fencing. *The Council noted their intention to approve this item at the regular meeting.*

7.4 Consideration of an Ordinance Approving Certain Amendments to the Highwood Zoning Ordinance and Corresponding Map Amendment Related Thereto for the Rezoning of Certain Properties from R-4 Residential District (Multi-Family), R-3 Residential District (Duplex Dwelling), R-1 (Single Family-2 Acres), B-3 (Business Low Intensity) to R-2 Residential District (7,260 Square Feet, Single Family). Community Development Analyst Dustin Anand presented the recommended rezoning of properties within Highwood to achieve a lower density upon redevelopment. He described the public hearing process and noted that the Planning and Zoning Commission unanimously recommended approval of the ordinance. The Council discussed the item noting that this was the implementation of the City's planning efforts over the past several years to reduce density in residential districts while increasing density in the downtown areas pursuant to both the 2013 Comprehensive and TOD plans. The Council noted that subject properties would become legal non-conforming structures and subject to the new zoning regulations upon demolition or significant renovation. The Council thanked Mr. Anand and the P&Z Commission for their hard work and, *The Council noted their intention to approve this item at the regular meeting.*

7.5 Consideration of an Ordinance Amending Section 3-10-2 of the Highwood City Code to Provide for an Increase in the Vehicle Fuel Tax from \$.05 to \$.08 per Gallon. Following the Council's previous direction to eliminate vehicle stickers, an increase in the gasoline tax was recommended to replace those lost revenues. Councilman Falberg noted that this increase would create the highest gas tax in the County placing the Highwood stations at a disadvantage. Councilman Slavin noted that the net cost to Highwood residents (if they fueled in Highwood) would be a decrease with the elimination of the vehicle sticker and that a portion of the lost vehicle sticker revenues would be replaced by non-residents. *The Council agreed to consider this item at the regular meeting.*

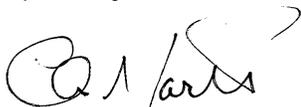
7.6 A Discussion on the IT (information technology) Infrastructure and Services in Highwood. Assistant City Manager Martin described the staff's intent to begin preparation of an *IT Strategic Plan* which would inventory hardware and software, provide a hardware replacement schedule and discuss potential improvements, best practices, and new programs related to IT. The Council agreed that the City should proceed with IT planning.

**8. Executive Session (If Necessary) - None**

**9. Any Action Necessary Coming Out of Executive Session - None**

**10. Adjournment:** Moved by Alderman Levi seconded by Alderman Fiore to adjourn the meeting. All present voting aye, by voice vote, the motion carried. Mayor Pecaro adjourned the meeting at 7:27 P.M.

Respectfully Submitted,



Christopher A. Martin  
Assistant City Manager