

CITY OF HIGHWOOD  
**COMMITTEE OF THE WHOLE MEETING**  
CITY COUNCIL CHAMBERS  
**Tuesday September 17, 2019 at 6:00 P.M.**

**1. Roll Call**

Present: Aldermen Falberg, Hospodarsky, Fiore, Peterson, Slavin, Note: Alderman Levi arrived at 6:06 P.M.

Absent: Mayor Pecaro

Also Present: City Manager Coren, City Attorney Jablecki, Assistant City Manager Martin, Administrative Assistant Litjens, City Clerk Baruffi

Moved by Alderman Hospodarsky, seconded by Alderman Fiore to appoint Alderman Falberg, Mayor Pro-Tem. All present voting aye, by voice vote, motion carried.

**CALL TO ORDER** by Mayor Pro-Tem Falberg at 6:00 P.M.

**2. Public Hearing - None**

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

3.1. City Council: September 03, 2019

3.2. Committee of the Whole: September 03, 2019

Both sets of minutes will be approved at the Regular City Council Meeting.

**4. Appointments** (Mayor Pecaro)

**5. Review of Bill Warrant List**

5.1. 09/17/2019 AP Warrant List

The warrant list will be approved for payment at the Regular City Council Meeting.  
The tree clean-up from the storm went well.

**6. Unfinished Business - None**

**7. New Business**

**7.1 Consideration of an Ordinance Amending Title 3 of the Highwood City Code to Add Chapter 11 in Regard to the Imposition of a Municipal Cannabis Retailers' Occupation Tax .**

City Manager Coren explained the passage of this ordinance permits the City to implement a 3% tax on all sales within the municipality. In order to meet the 90 day requirement of Illinois Department of Revenue (IDOR), the ordinance needs to be filed on or before October 1, 2019 for it to be implemented on January 1, 2020.

Public Comment:

Many students living in both Highwood and Highland Park voiced their opinions regarding their uncomfortableness with the possibility of cannabis retail in Highwood. Some of the viewpoints were:

- Everything in Highwood is within walking distance, stating the dispensary would then also be too close to his home.
- Concerns of children being affected by cannabis in the area.
- An uncomfortableness with dispensary in the community.
- Safety concern with DUI's.
- Worried about accessibility to teens to access cannabis or have a 3<sup>rd</sup> party purchase for the teenager.
- Concerned for safety of younger siblings safety.

Sandra Wicker, Drivers' Education Teacher, stated her concern regarding the students being exposed to cannabis.

**7.2 Consideration of an Ordinance Authorizing the Disposal of Surplus Property Owned by the City of Highwood.**

The surplus property is a 1992 Street Sweeper. The current contracted rate is \$1900.00 for each time through the town.

**7.3 Consideration of an Ordinance Amending the Adoption of the New Official Annual Zoning Map for 2019.**

This ordinance will be passed at the Regular City Council Meeting.

**7.4 Consideration of a Motion Approving a Quality Based Selection (QBS) Policy and Procedures for the City of Highwood When Receiving Funds for Consultant Related Engineering.**

City Manager Coren explained while receiving federal funds for engineering services, the City must select a qualified engineer in conformance with the Bureau of Local Roads requirements. This would be a valuable project for the City. The roads that are being considered are Sheridan and Green Bay Road plus Washington Avenue.

**7.5 Consideration of a Motion Authorizing the City Manager to Accept a Proposal from ME Simpson Company, INC to Complete Water System Valve Exercising for the City of Highwood.**

City Manager Coren explained this project should take no longer than 1 week and Jack would be shadowing the operations. There is a chlorination problem south of Prairie Avenue.

It was noted in 2014 the lake levels were receding, but, now in 2019 the lake is quite high.

**7.6 Consideration of a Motion Authorizing the City Manager to Accept a Proposal from DeMarr Sealcoating for Thermoplastic Street Striping for \$42,151.**

The Thermoplastic Street Striping should last approximately 2 years. The 4 corners of the school and crossing area will be included.

**7.7 Consideration of a Motion Directing the City Manager to Accept a Quote from Pav-Tech to Resurface Everts Place, Mears Place and Morgan Place at an Estimated Cost of \$106,432.40.**

There were 3 quotes for the resurfacing project, and the job will be awarded to Pav-Tech, the lowest bid.

**7.8 A Discussion on a Donation Request from Celebrate Highwood .**

Donna Walker, requested monies from the City Council as she just recently found out there may be monies available. Celebrate Highwood is a 501C3 organization. They have had an unanticipated expense of an audit that now will be required on a yearly basis. The audit cost is between \$6,000.- \$15,000. per year, and requesting the funding of their audit.

Discussion ensued by the Aldermen.

**8. Executive Session (If Necessary)**

**9. Any Action Necessary Coming Out of Executive Session**

**10. Adjournment** Moved by Alderman Fiore, seconded by Alderman Levi to adjourn the meeting. All present voting aye, by voice vote, motion carried. Mayor Pro-Tem Falberg adjourned the meeting at 7:32 P.M.

Respectfully Submitted,

Candy Baruffi, City Clerk

Reviewed and Approved by Council on: \_\_\_\_\_