

**City of Highwood**  
**Minutes of the Strategic Planning Meeting**  
**November 5, 2019**

The Meeting was called to order by Mayor Charles Pecaro at 6:07 pm. Council members Eric Falberg, Michael Fiore, James Hospodarsky, James Levi, Andy Peterson and Brad Slavin were present. Also present were staff members Scott Coren, Chris Martin, Candy Baruffi and Jaime Litjens.

**Budget Review FYE 2020**

Manager Coren reviewed the first draft budget for the fiscal year ending April 30, 2020. The document included money to match the anticipated grant funds from OSLAD, the previously agreed upon capital projects and bleacher replacement at the rec center. Coren said the document would evolve as firm pricing became available on some of the projects and as revenues changed through the remaining fiscal year.

**Project Prioritization**

The Council discussed project prioritization over the next year. Some additional projects the council wanted added to the list were:

- Replacement of street name signs and poles with updated branding
- Review of policing of gang activity in the community
- Review of amortizing certain legal non-conforming uses out of the community
- Digital signage to replace the community board on Highwood and Green Bay Road
- Larger planters in the downtown streetscape to accommodate different trees
- Add vegetative screening on the East side of Green Bay Road
- Lobby Metra to include the Highwood stop as an express stop for at least one evening rush train
- Community garden in Pleasant Avenue Park, Palmer, or the corner of Walker & Waukegan
- Planning for a fire alarm transition to the private sector
- Support census activities
- Support a culinary institute

The Council also requested Staff remove the Sister City project from the list as the formal program is a significant investment of time and funds.

The Council and Staff discussed issues related to the siting of a cannabis dispensary in the community. Alderman Hospodarsky requested the Council review a list of criteria on which to evaluate interested parties who would apply for a special use permit. Staff agreed to send out a draft list, as well as general things Staff has learned from meetings with these companies.

**City Hall Planning**

The City Council confirmed they were still interested in the plan to move to a combined building that would include City Hall and police in the library building. Staff presented the site plan layout completed by FGM in 2016. The Council asked Staff to communicate with the library that they should keep the City updated on activity related to physical changes or financial investments into the building.

**Adjournment**

There being no further business Alderman Feddermann made a motion to adjourn, with a second by Alderman Peterson. The motion carried at 7:58 pm.