

CITY OF HIGHWOOD
COMMITTEE OF THE WHOLE MEETING
CITY COUNCIL CHAMBERS
Tuesday November 06, 2018 at 6:00 P.M.

CALL TO ORDER by Mayor Pecaro at 6:02 P.M.

1. Roll Call

Present: Mayor Pecaro, Aldermen: Falberg, Fiore, Hospodarsky, Peterson, Slavin
Also Present: City Manager Coren, City Attorney Ferolo, Assistant City Manager Martin, Finance Director Jalonek, Accounts Payable Litjens, City Clerk Baruffi

2. Public Hearing - None

3. Review of Minutes to be Approved

3.1. **City Council: October 16, 2018**

3.2. **Committee of the Whole: October 16, 2018**

Both minutes will reflect a change of wording to water tower lease agreement.

3.3. **Strategic Planning: October 09, 2018**

Minutes will reflect a change to adding Lucy Hospodarsky Library Board President.

4. Appointments (Mayor Pecaro)

5. Review of Bill Warrant List

5.1. **November 06, 2018 AP Warrant List**

Rotary membership cost was questioned and will be researched.

Included in this warrant list is 90% of the payment for the Euclid Avenue and Euclid Court project.

6. Unfinished Business - None

7. New Business

7.1 Consideration of a Resolution Approving an ARC Application for Window Signs at Street Level Studios Including Two Variations to the City Code to Allow for Two Window Signs-One Per Façade-And to Allow for Goods and Services to be Located at 9 Highwood Avenue/250 Waukegan Avenue .

Variance is included.

7.2 Consideration of an Ordinance Authorizing a Redevelopment of Land at 246 Green Bay Road and Comprising a Part of the Downtown TIF Redevelopment Project Area of the City of Highwood, Lake County, Illinois .

Attorney Ferolo reviewed the TIF note in the amount of \$568,000.00 at a 5% interest rate including the schedule which is included in the agreement. The developer and the Council agreed to add Nail Salons to the prohibited use list.

7.3 A Discussion on the September 2018 Treasurer 's Report.

Finance Director Jalonek reported 92% of the property taxes have been collected through September 2018.

7.4 A Presentation by BKD, LLP on the Audit of the City's Finances for the Fiscal Year Ending April 30, 2018 .

John Cutera of BKD, LLP reviewed the audit for fiscal year 2018.

7.5 A Presentation by Lee Fell of Christopher Burke Engineering on the Recently Completed Storm Sewer GIS Inventory and Mapping .

Lee Fell of Christopher Burke Engineering reviewed the storm sewer mapping where the City was divided into 24 quadrants.

7.6 A Discussion of a Report Prepared by Christopher Burke Evaluating the Possibility of Modifying Street Parking on Green Bay Road to Accommodate More Spaces by Utilizing Angled Parking .

Although 23 additional angled parking spots could be created on Green Bay Road between Prairie and North Avenues, the increased potential for conflict between passing and parked vehicles, the proposed parking space modifications are not recommended.

7.7 Consideration of a Resolution of the Corporate Authorities to Determine the Amount of the Tax Levy for the 2018 Tax Year .

For the City's portion, the tax bill is less than the amount in the year 2015. The Council will approve at the Regular City Council Meeting.

7.8 Consideration of a Motion Agreeing to an Amended Fee Structure for Klein, Thorpe & Jenkins Legal Fees .

City Manager Coren stated the hourly versus the retainer has been more cost effective. The new rates will be being January 1, 2019.

7.9 Consideration of a Resolution Authorizing the Execution of a Contract with Azavar Audit Solutions Regarding Recapturing Missed Municipal Revenue .

Assistant City Manager Martin clarified Audit Solutions. They would keep 37% of monies collected and the City would keep 67%. This process would be reviewed over the next 6 months.

7.10 Consideration of Approval of the City of Highwood Housing Improvement Program Grant.

Assistant City Manager Martin There is a \$10,000.00 maximum with at 50% match. IT is for the house/homeowners improvement of properties. It was suggested to put the information on the City website as well as notifying area realtors.

8. Executive Session (If Necessary)

9. Any Action Necessary Coming Out of Executive Session

10. Adjournment Moved by Alderman Fiore, seconded by Alderman Hospodarsky to adjourn the meeting. All present voting aye, by voice vote, motion carried. Mayor Pecaro adjourned the meeting at 7:34 P.M.

Respectfully Submitted,

Candy Baruffi, City Clerk

Reviewed and Approved by Council on: _____