



**CITY OF HIGHLAND PARK**  
**COMMITTEE OF THE WHOLE MEETING**  
**MARCH 13, 2017**  
**5:30 PM**  
**AGENDA**

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES (5:30 PM)**

1. Approval of the Minutes of the Regular Committee of the Whole Meeting Held on February 27, 2017

**III. CLOSED SESSION**

**IV. SCHEDULED BUSINESS (7:05 PM)**

1. Highland Park Sesquicentennial Celebration Plan Commencement

**V. OTHER MATTERS**

**VI. ADJOURNMENT**



# Request for Council Action

Referred to Council: March 13, 2017  
Subject: Approval of Minutes February 27, 2017  
Staff Contact: Ashley Knaus, Deputy City Clerk  
Department: City Manager's Office

**TITLE: Approval of the Minutes of the Regular Committee of the Whole Meeting Held on February 27, 2017**

For the Committee's approval are the minutes of the regular meeting of the Committee of the Whole held on February 27, 2017.

**Documents Attached:**

MIN CW 2-27-17

**MINUTES OF A REGULAR MEETING OF THE COMMITTEE OF THE WHOLE OF  
THE CITY COUNCIL OF THE CITY OF HIGHLAND PARK, ILLINOIS**

**MEETING DATE:** Monday, February 27, 2017

**MEETING LOCATION:** Pre-Session Conference Room, City Hall  
Council Chambers, City Hall  
1707 St. Johns Avenue, Highland Park, IL

**CALL TO ORDER**

At 4:33 p.m., Mayor Rotering called the meeting to order and asked for a roll call.

**ROLL CALL**

Members Present: Mayor Rotering, Councilmen Smith, Stone, Kaufman, Blumberg, Knobel, Holleman

Members Absent: None

Mayor Rotering declared a quorum was present.

Staff Present: Ghida Neukirch, Ashley Knaus

Also Present: Corporation Counsel Steve Elrod, Assistant Corporation Counsel Hart Passman

**APPROVAL OF MINUTES**

- A. Regular Meeting of the Committee of the Whole – February 13, 2017  
Councilwoman Stone moved to approve the minutes from the regular meeting of the Committee of the Whole held on February 13, 2017 as amended. Councilman Kaufman seconded the motion.

On a voice vote:

Voting Yea: Mayor Rotering, Councilmen Smith, Stone, Kaufman, Blumberg, Knobel, Holleman

Voting Nay: None

Mayor Rotering declared the motion passed unanimously.

Regular Meeting – Committee of the Whole

February 27, 2017

-2-

## CLOSED SESSION

Councilwoman Stone moved the Committee close its meeting to the public, pursuant to the following cited sections of the Illinois Open Meetings Act (5 ILCS 120/2(c)), for the purpose of discussing i) employment matters (5 ILCS 120/2(c)(1)); ii) approval of closed session minutes (5 ILCS 120/2(c)(21)) and iii) setting a price to sell property (5 ILCS 120/2(c)(6)). Councilman Blumberg seconded the motion.

On a roll call vote:

Voting Yea: Mayor Rotering, Councilmen Smith, Stone, Kaufman, Blumberg, Knobel, Holleman

Voting Nay: None

Mayor Rotering declared the motion passed unanimously.

At 4:34 p.m., the Committee recessed the public portion of the meeting to meet in Closed Session.

At 5:27 p.m., Mayor Rotering reconvened the open session of the Committee of the Whole Meeting.

Members Present: Mayor Rotering, Councilmen Smith, Stone, Kaufman, Blumberg, Knobel, Holleman

Members Absent: None

Staff Present: Ghida Neukirch, Joel Fontane, Ramesh Kanapareddy, Julie Logan, Dan Pease, Rob Sabo, Paul Shafer, Drew Awsumb, Dino Accardo, Hayley Garard, Manny Gomez, Ashley Knaus

Also Present: Corporation Counsel Steve Elrod, Assistant Corporation Counsel Hart Passman

## SCHEDULED BUSINESS

### Park Avenue West and Beverly Place Stop Sign, 6 Month Report

Public Works Director Kanapareddy presented an overview of the six month report of the Park Avenue West and Beverly Place stop sign and staff recommendations.

Regular Meeting – Committee of the Whole

February 27, 2017

-3-

Mayor Rotering and Public Works Director Kanapareddy discussed the increase in traffic during peak hours.

Councilman Kaufman agreed with the staff recommendation to keep the stop sign in place. He discussed concerns with congestion during peak hours but agreed with Mayor Rotering that a roundabout would not make practical sense.

Councilwoman Stone voiced concern about a roundabout because of the location of Highland Park Hospital.

Councilman Blumberg asked Public Works Director Kanapareddy if the stop sign has made it easier for residents to enter on to Park Avenue West from Beverly Place and it was agreed that it has made it easier for residents.

Councilman Blumberg agreed with staff recommendation to keep the stop sign in place. He agreed with Councilman Kaufman that a roundabout or traffic signal would not be good for the location not only for the proximity of the Hospital but also for the homes in the area.

Councilman Kaufman asked if the increase in traffic during peak hours has affected emergency services being able to access the entrance into the Hospital.

Public Works Director Kanapareddy explained how the increase of traffic during peak hours has had a slight effect on emergency services accessibility to the Hospital.

Councilwoman Stone explained that there has been an issue with increased traffic on Park Avenue West during the peak hours and conversations have been had with the Highland Park Hospital and the School District about adjusting schedules.

Councilman Blumberg explained that the Hospital did agree to stagger their shifts but some more adjustments may need to be made.

The Committee was in consensus to follow staff recommendation and keep the stop sign in place at Park Avenue West and Beverly Place.

#### Sustainability Work Plan

Assistant to the City Manager Garard presented highlights of the City's 2017 Sustainability Plan and presented information on a proposed six month extension of the City's agreement with Quercus Consulting.

Mayor Rotering and Public Works Director Kanapareddy discussed the sustainability projects which Public Works has performed.

Councilwoman Stone stated that metrics should be available for the updated LED lights in the parking garages along St Johns Avenue.

Regular Meeting – Committee of the Whole  
February 27, 2017

-4-

Councilwoman Stone and Assistant to the City Manager Garard discussed the baseline information for gas and electricity usage from both City facilities and residential homes.

The Committee, City Manager Neukirch and Assistant to the City Manager Garard discussed the current commercial waste agreement that is in place and the decrease in commercial recycling. They discussed contacting LakeShore Recycling Systems (LRS) for metrics regarding the decrease in commercial recycling and how City staff can work with LRS staff to further understand why commercial customers cancel their recycling subscription.

The Committee, Corporation Counsel Elrod, Public Works Director Kanapareddy and Assistant to the City Manager Garard, discussed natural areas and the information that is provided to contractors regarding the incentives of promoting green infrastructure. They discussed the role Quercus would play in creating educational materials for contractors and homeowners.

Mayor Rotering and Assistant to the City Manager Garard discussed the coordination of the Green Alliance with School District 112 and 113 and other Sister Governments.

The Committee, City Manager Neukirch and Assistant to the City Manager Garard discussed the role the Natural Resources Commission is playing in sustainability and working with the Green Alliance.

The Committee, City Manager Neukirch and Assistant to the City Manager Garard discussed the 2017 Sustainability Plan budget.

The Committee and City Manager Neukirch discussed the importance of the short-term sustainability plan, the importance to review greenhouse gas emissions and staff training. They discussed the need for a reflection of savings related to direct savings for the City and aggregate savings for the residents of Highland Park. They discussed the importance of making a decision of the top priorities that need to be set out in the sustainability plan and how education will assist in the training of City staff and residents.

The Committee, City Manager Neukirch and Assistant to the City Manager Garard reviewed what the contract with Quercus will encompass. They discussed the terms of the contract and agreed to postpone the approval of the contract. They discussed what the top priorities would need to be in place to create a working sustainability plan and having the Natural Resources Commission assist with the creation of the plan.

Mayor Rotering requested that all Councilmen create a priority list of what the sustainability plan should include and that a discussion regarding those priorities would be had to assist in the creation of a final short-term plan.

Mayor Rotering and Councilwoman Smith discussed approving the Quercus contract at the next City Council Meeting. The Council members supported the contract extension at the next Meeting.

Regular Meeting – Committee of the Whole  
February 27, 2017

-5-

### Business Development Strategic Plan

Business Development Manager Hersch presented the Business Development's 2017 Strategic Plan.

Mayor Rotering asked Business Development Manager Hersch if the intake of business information between Business Development and Community Development was improved and it was stated that the process has improved greatly.

Councilman Knobel explained that the Business Development Office continues to contact businesses, brokers and property owners on a daily basis and not just every other year.

Councilwoman Stone requested that Business Development Manager Hersch be involved in the sustainability efforts as it relates to the businesses in Highland Park.

The Committee, City Manager Neukirch and Business Development Manager Hersch discussed commercial rent levels and what the City can do to assist with getting businesses up and running as quickly as possible. They discussed looking at the Pedestrian Oriented Shopping Overlay district (POSO) and possible modification of the POSO.

Councilwoman Stone voiced concern that a Public Service Announcement video may not be as effective in generating business and there are other channels that would benefit from the cost.

### Community Development Planning and Building Report

Community Development Director Fontane provided a report summarizing the reorganization of the Community Development Department.

The Committee thanked Community Development Director Fontane for his presentation and his support with working alongside the Business and Economic Development Commission on the Business Summit Roundtable. They requested transparency with the community as well as developers and requested that the presented information be shared with the community.

Community Development Director Fontane thanked the Committee and explained that all the information presented would be shared with the City's sister Governments, all attendees at the Business Development Roundtable discussion and participants that signed up to attend the Business Summit.

### **OTHERS MATTERS**

There were no other matters.

### **ADJOURNMENT**

Councilman Kaufman moved to adjourn. Councilwoman Stone seconded the motion.

Regular Meeting – Committee of the Whole  
February 27, 2017

-6-

On a voice vote, the Mayor declared the motion passed unanimously.

The Committee of the Whole adjourned its meeting at 7:27 p.m.

Respectfully Submitted,

Ashley Knaus  
Deputy City Clerk