

**MINUTES OF A OF THE COMMITTEE OF THE WHOLE OF THE CITY OF
HIGHLAND PARK**

MEETING DATE: November 24, 2025

MEETING LOCATION: City Hall
1707 St Johns Avenue, Highland Park, IL 60035

I. Call to Order

At 5:30 PM, Mayor Rotering called the meeting to order and asked for a roll call:

Present: Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

Absent: None

Staff Present: City Manager Neukirch, Director of Public Works Bannon, Community Development Director Fontane, Assistant City Manager Jason, Finance Director McCaulou, Fire Chief Schrage, Assistant City Manager Taub, Commander Curran, Communications Manager Bennett, Assistant to the City Manager Palbitska, Finance Executive Assistant Icasiano

Also Present: Deputy Corporation Counsel Passman

II. Approval of Minutes

A. Approval of the Minutes of the Regular Meeting of the Committee of the Whole Held on November 10, 2025

Councilmember Lidawer moved to approve the Minutes of the Regular Meeting of the Committee of the Whole Held on November 10, 2025. Councilmember Bruckman seconded the motion. Upon a voice vote, the Mayor declared the motion Passed (7 - 0).

MOVER:	Councilmember Lidawer
SECONDER:	Councilmember Bruckman
AYES:	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg
NAYS:	None

III. Scheduled Business

A. Utility Billing Leak Adjustment Policy

City Manager Neukirch provided opening comments.

Finance Executive Assistant Icasiano presented an overview on the City's Utility Billing Leak Adjustment Policy and procedures for utility billing adjustments. She presented new considerations for policy consideration. Public Works Director Bannon provided additional insight on the policy considerations.

The Council and Staff discussed the appreciation for the time and effort that was spent on this subject matter. They discussed items to eliminate and keep as part of the policy. They discussed the appeals process, how it allows for homeowners to work with the City and the due diligence staff takes at reviewing each request submitted. They discussed how the policy overall recognizes human error and encourages repair, not just allowing the problem to continue without action. They discussed the history of the policy, as well as the time limit or frequency of requests for adjustments that was introduced in 2018 that was not part of the policy previously.

A majority of the Council was in favor of the policy and recommendations.

IV. Closed Session

Councilmember Blumberg moved the Committee to close its meeting to the public, pursuant to the following cited section of the Illinois Open Meetings Act (5 ILCS 120/2(c)), for the purposes of, (i) security (5 ILCS 120/2(C)(8)); and (ii) purchase or lease of property (5 ILCS 120/2(C)(5)). Councilmember Lidawer seconded the motion. On a roll call vote, the Mayor declared the motion passed unanimously.

At 6:02 PM, the Committee recessed the public portion of the meeting to meet in Closed Session.

At 6:46 PM, Mayor Rotering reconvened the open session of the Committee of the Whole meeting.

Present: Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer, Blumberg

Absent: None

Staff Present: City Manager Neukirch, Fire Chief Schrage, Assistant to the City Manager Palbitska

Also Present: Deputy Corporation Counsel Passman

V. Adjournment

Councilmember Lidawer moved to adjourn the Committee of the Whole meeting. Councilmember Tapia seconded the motion. Upon a voice vote, Mayor Rotering declared the motion passed unanimously.

The Committee of the Whole adjourned its meeting at 6:46 PM.

Respectfully Submitted,

Ashley Palbitska
Assistant to the City Manager/Deputy City Clerk