

**MINUTES OF THE PARKS, PLAYGROUNDS AND RECREATION
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, JULY 22, 2013 IN THE COUNCIL
ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Mary Ellen Niemietz called the Parks, Playgrounds and Recreation Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:03 p.m.

Upon Roll Call, the following members were:

Present: Chairman Niemietz and Aldermen Ebersohl, Agne and Mathews.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Roessler, Huch, Reis and Holtkamp.

Administrative Staff Present: City Administrator Al Hudzik, Director of Community and Economic Development Paul Ellis, City Engineer Ron Williams, City Attorney Terry Bruckert, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: Jim Mueller, Columbia American Legion Post No. 581 Adjutant.

Chairman Niemietz stated the meeting was called for the purpose of (1) reviewing documentation for the purchase of the American Legion Park property; and (2) discussing any other items to be considered.

II. AMERICAN LEGION PARK PURCHASE DOCUMENTATION REVIEW

Chairman Niemietz opened the meeting and called upon Community and Economic Development Director Paul Ellis to address the Committee/Council Members on this issue. Paul reviewed his Memo of July 18th re: Closing on Purchase of American Legion Memorial Park and its attachments consisting of (i) form HUD-1 (Settlement Statement); (ii) Commitment for Title Insurance; (iii) Warranty Deed; and (iv) Notice – Declaration of Use Restriction and Covenants on Property Deed (as required by the Illinois Department of Natural Resources (IDNR) under the terms of the Open Space Lands Acquisition & Development (OSLAD) grant program), and informed the Committee/Council Members that a tentative closing date has been scheduled for August 7th. During Paul's review, both City Attorney Terry Bruckert and City Administrator Al Hudzik made brief remarks on the property purchase/closing procedures, and all in attendance were given the opportunity to make comments and ask questions. Paul stated the Title Commitment verifying property ownership by the city would be issued approximately two (2) weeks after the closing and he would then be in a position to

submit the necessary documentation to IDNR to receive the OSLAD grant proceeds as partial reimbursement of the purchase price of the American Legion Memorial Park property. It was the consensus of the Committee/Council Members that city staff present any necessary documentation or items pertaining to the purchase of the American Legion Memorial Park property to the City Council at the council meeting on August 5th.


III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Mathews to adjourn the Parks, Playgrounds and Recreation Committee Meeting held Monday, July 22, 2013 at 7:14 p.m. Upon Roll Call Vote, Chairman Niemietz and Aldermen Ebersohl, Agne and Mathews voted yea. **MOTION CARRIED.**



MARY ELLEN NIEMIETZ, Chairman
PARKS, PLAYGROUNDS AND RECREATION COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
JULY 22, 2013 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 7:14 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams (left at 8:47 p.m.), Director of Community and Economic Development Paul Ellis (left at 7:39 p.m.), City Attorney Terry Bruckert, Accounting Manager Linda Sharp (left at 8:47 p.m.) and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: Steve Killy (left at 8:00 p.m.).

Chairman Ebersohl stated the meeting was called for the purpose of (1) receiving a presentation from Stephen Killy pertaining to city property; (2) discussing the submittal of an Illinois Transportation Enhancement Program (ITEP) Grant application; (3) discussing monthly electronics and appliance recycling; (4) receiving an update on the reconfiguration of the city's servers; and (5) discussing any other items to be considered.

II. CITY PROPERTY – STEVE KILLY PRESENTATION

Chairman Ebersohl opened the meeting and called upon Steve Killy to address the Committee Members on this issue. Steve informed the Committee that he would like to purchase the city's land next to his business (340 E. Industrial Drive), which the city currently uses for storage. Steve mentioned a price of \$35,000 and said if he owned the land he would use it for storage and possibly future expansion of his business – he also mentioned he may allow people to park their campers and trailers there, and that he planned to replace the retaining wall that is in disrepair (Note: the Committee Members received eight (8) pictures of subject property for their viewing prior to the start of this meeting) – Steve also indicated that the property has drainage issues and a 1 to 2 inch rain results in water standing on the access road. Steve stated he heard the property on Sand Bank Road next to the DOPW offices was for sale and if the city purchased it, the items currently stored on the property adjacent to his business could be stored at that site – he also said he is willing to offer his services to help demolish the residence next to the

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DOPW if the city purchases that property. A general discussion was then held wherein all in attendance were given the opportunity to make comments, ask questions and express their opinions, including (i) land is always valuable and should not be disposed of unless another similar site is available in the same general location; (ii) no detailed discussion has yet been held on the purchase of the property next to the DOPW offices; that property is not as large as the site next to Killy's business and would not contain enough storage space (for the city's needs); additionally, it is visible from Route 3 and would not be an ideal location for item storage since it is located near the entrance to the city; and (iii) it's always beneficial to own land since it may be needed for other uses in the future as the city expands. It was the consensus of the Committee Members that no action be taken on this issue currently and that consideration would be given to Steve's interest in purchasing the property in the event the City Council decides it should be sold – Steve indicated he was willing to work with the city in any way he could on this issue.

III. ILLINOIS TRANSPORTATION ENHANCEMENT PROGRAM (ITEP) GRANT DISCUSSION

City Engineer Ron Williams then reviewed his Memo of July 19th re: ITEP Submittal – Main Street Streetscape (which had previously been distributed to the Committee Members). Ron's Memo contained information detailing the application deadline (i.e., August 20th) and a breakdown of the estimated project costs to extend the Streetscape Project from Oak Street through the Locust Street intersection – the estimated figures reflected the city's match (approximating \$196,000 of total project costs of \$540,000) – the Memo also contained a projected timeline. City Administrator Al Hudzik then reviewed multi-year cash flow projection worksheets for the city's Capital Development and Motor Fuel Tax Funds (which had previously been reviewed during the budgetary process earlier this year) and indicated that a source of funding would need to be found to fund the ITEP grant as detailed in Ron's Memo. A general discussion then occurred during which all in attendance were given the opportunity to make comments, ask questions and express their opinions, including (a) the extension of the Streetscape Project would enhance Main Street traffic/pedestrian movements and be beneficial to the city's businesses; (b) the timeline outlined in Ron's Memo is only a projection – the estimated project completion date (i.e., fall of 2015) may not be met; and (c) there's no assurance the ITEP Grant will be awarded to the city, but if it is, the city will have time to determine the source(s) of funding for the project. It was the general consensus of the Committee Members that an ITEP Grant application be submitted based upon the details contained in Ron's Memo.

IV. MONTHLY RECYCLING DISCUSSION

City Administrator Al Hudzik reviewed a string of e-mails containing information indicating that the current firm offering monthly recycling services (i.e., Web Innovation Technology (WITS)) has notified the city it is scaling back and will offer recycling services (to the city) every other month (instead of monthly); additionally, he informed the Committee Members that in order to continue with recycling services monthly, Event Coordinator and Administrative Assistant Jackie Hausmann received information (including a Service Agreement) from RNA Worldwide, LLC offering to provide monthly recycling services. Hudzik then reviewed the terms of the RNA Worldwide

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Service Agreement, including several items he felt needed to be addressed, including those mentioned by City Attorney Terry Bruckert in his e-mail (i.e., part of the e-mail string reviewed) of July 8th. A general discussion then took place wherein all in attendance were given the opportunity to make comments, ask questions and express their opinions, including (A) the city doesn't currently have a written agreement with WITS; (B) various liability issues associated with providing recycling services pursuant to a written agreement approved by the city (even though there are no costs incurred by the city); and (C) a provision addressing cancellation may be requested. It was the consensus of the Committee Members that city staff provide additional information on RNA Worldwide, LLC and the liability issues discussed, to them, as well as revised documentation (as discussed at this meeting) for their consideration at a future council meeting.

V. SERVER RECONFIGURATION UPDATE

City Administrator Hudzik distributed and reviewed copies of documentation from REJIS consisting of pages 12 and 13 of the company's "City of Columbia – Server Refresh Estimate" (which was reviewed in full at the April 22, 2013 Committee of the Whole Meeting); said pages contained information pertaining to the non-phased city server virtualization solution (i.e., Solution #3), which was the recommended solution of city staff (contingent upon funding availability). Hudzik informed the Committee Members that (i) the estimated cost to implement Solution #3 approximated \$117,600; (ii) \$64,000 was included in the Capital Development Fund, Water Department and Sewer Department budgets for this fiscal year; and (iii) he had met with Kurt Stumpf, President of Columbia National Bank, to discuss this project and financing options – he then reviewed an e-mail from Mr. Stumpf indicating Columbia National Bank was willing to finance up to \$70,000 of the project costs for either two (2) or three (3) years at rates of 2.875% or 3.125%, respectively – the amortization schedules of payments due (on an annual basis) for each of those options was also shown. It was Hudzik's recommendation that approval be given to a \$70,000 loan for this project for the three (3) year term – he felt additional expenses (over those shown in the Solution #3 cost summary) may be incurred to implement the server virtualization project, and a \$70,000 loan would provide sufficient funding to cover any additional expenses incurred to implement the project – he also indicated the annual payments would have to be incorporated into the next several fiscal years' budgets. After a brief discussion, it was the consensus of the Committee Members that city staff prepare the documents necessary (to present to the City Council (for its consideration)) to allow (a) for the server refresh program to be implemented (per the REJIS "Server Refresh Estimate" documentation) on a non-phased basis (i.e., Solution #3); and (b) the borrowing of up to \$70,000 for no more than three (3) years at an interest rate not to exceed 3.125% to help fund that project.

VI. EXECUTIVE SESSION

Chairman Ebersohl entertained a motion to go into Executive Session to (a) discuss the purchase or lease of real property for use by the city; (b) review Executive Session minutes for publication; and (c) receive an update on litigation currently pending against the city.

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MOTION – EXECUTIVE SESSION

It was moved by Alderman Roessler and seconded by Alderman Huch to go into Executive Session at 8:25 p.m. to (a) review the purchase or lease of real property for use by the city; (b) review Executive Session minutes for publication; and (c) receive an update on litigation currently pending against the city. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Niemietz and seconded by Alderman Reis to return to the Regular Session of the Committee of the Whole Meeting at 8:57 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Committee of the Whole Meeting, Mayor Hutchinson and the following Committee Members were present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp.

Chairman Ebersohl asked if there was any action to be taken as a result of the Executive Session of the Committee of the Whole Meeting – there was none.

VII. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

During this meeting (a) Ron Williams updated the Committee Members on the Cherry Street – Phase 2 Project, and (b) brief discussions were held on (i) the placement of additional recycle bins in the city's parks; and (ii) regulations pertaining to outdoor wood burning stoves.

VIII. ADJOURNMENT

MOTION:

It was moved by Alderman Agne and seconded by Alderman Reis to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, July 22, 2013 at 9:02 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea.

MOTION CARRIED.



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

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July 22, 2013

Memo from City Engineer Ronald J. Williams re: ITEP Submittal Main Street Streetscape (2 pages)

E-mails re: Electronics & Appliance Recycle Service and its attached Service Agreement from RNA Worldwide, LLC (4 pages)

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
JULY 22, 2013 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Jeff Huch called the Personnel Committee Meeting of the City Council of the City of Columbia, Illinois to order at 9:03 p.m.

Upon Roll Call, the following members were:

Present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler.

Absent: None.

Others Present: Mayor Hutchinson and Aldermen Agne, Mathews, Reis and Holtkamp.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: None.

Chairman Huch stated the meeting was called for the purpose of (1) receiving an update on/discussing collective bargaining negotiations and employee wages; and (2) any other items to be considered.

II. EXECUTIVE SESSION

Chairman Huch entertained a motion to go into Executive Session to receive an update on and to discuss collective bargaining negotiations and employee wages.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Niemietz and seconded by Alderman Roessler to go into Executive Session at 9:03 p.m. to receive an update on and to discuss collective bargaining negotiations and employee wages. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Niemietz and seconded by Alderman Ebersohl to return to the Regular Session of the Personnel Committee Meeting at 9:07 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Personnel Committee Meeting, the following Committee Members were present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler. Other Council Members present: Mayor Hutchinson and Aldermen Agne, Mathews, Reis and Holtkamp.

Chairman Huch asked if there was any action to be taken as a result of the Executive Session of the Personnel Committee Meeting – there was none.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Ebersohl to adjourn the Personnel Committee Meeting held Monday, July 22, 2013 at 9:07 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea.

MOTION CARRIED.



JEFF HUCH, Chairman
PERSONNEL COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant