

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF THE
CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
FEBRUARY 8, 2016 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois to order at 7:00 P.M.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Committee Members - Aldermen Agne, Niemietz, Huch, Reis, Holtkamp and Martens. Mayor Hutchinson was also present.

Absent: Alderman Roessler.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Attorney Terry Bruckert, Director of Community and Economic Development Paul Ellis, City Engineer Chris Smith, Accounting Manager Linda Sharp, Building Inspector Justin Osterhage, EMA Coordinator Wes Hoeffken and Deputy Clerk Donna Mehaffey.

Guests Present: Mr. Dustin Row, President of Songs 4 Soldiers; Ms. Teresa Hencke, Secretary of Songs 4 Soldiers; Mr. Jason McNutt of Midwest Petroleum Company and Mr. Scott Fehl, Registered Architect with the Nova Group, Inc.

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Approval of minutes from the January 25, 2016 Committee of the Whole committee meeting; (2) Songs 4 Soldiers; (3) Main Street Abby TIF District; (4) Sign Code (Electronic Message Displays); (5) Midwest Petroleum Building Addition; (6) Siren Warning System; (7) Baling at Admiral Trost Park; (8) STP Grant Application; (9) FY 2015-2016 Budget Update: Revenues and Expenses; (10) Park Lands Dedication; (11) Other items to be considered; (12) Citizen Comments; and (13) Executive Session – 5 ILCS 120/2(c).

II. **APPROVAL OF MINUTES FROM THE JANUARY 25, 2016 COMMITTEE OF THE WHOLE COMMITTEE MEETING**

The minutes of the January 25, 2016 Committee of the Whole committee meeting were submitted for approval.

MOTION:

It was moved by Alderman Reis and seconded by Alderman Huch, to approve the minutes of the January 25, 2016 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

III. **SONGS 4 SOLDIERS**

Mr. Dustin Row, President of Songs 4 Soldiers, addressed the committee to review the changes for the upcoming 2016 Songs 4 Soldiers event to be held on Saturday, September 10 from 3 - 11 pm with the rain date Sunday, September 11 from 1 - 9 pm. The Special Event permit application has been submitted to Community Relations and Tourism Coordinator Mrs. Sue Spargo. City Administrator James Morani stated that the application has not been distributed to the committee as it is going to the Department Heads first for review. There was a meeting held with Mayor Hutchinson, Alderman Niemietz, Mrs. Spargo, Mr. Morani and Mr. Row to discuss the events and concerns. Mr. Row added that moving the heavy equipment on soft ground created ruts which still have to be repaired. Mr. Row said the DOPW repairs ruts all the time in the park when their large trucks add mulch around the trees and leave ruts; the DOPW uses their Bomag roller to repair them. Mayor Hutchinson added that the relationship between Songs 4 Soldiers and the City is good. Mr. Row went over changes from last year. He noted that Songs 4 Soldiers will pay for all damages to the grounds and will be fixed in one (1) week. The City of Columbia will repair the damages and then invoice Songs 4 Soldiers for payment. Mr. Row also said that 100% of the proceeds go to combat veterans and that so far, the organization has helped 38 veterans with over \$80,000.00. Mr. Row said that he has added to the application for this year the IDOT Permit for the two (2) directional signs. Mr. Morani said that this will be taken care of with the change in the signage ordinance. Mr. Row also said he would be using the warning track of the baseball field to move the equipment and added that the stage will be brought in earlier if rain is in the forecast. Alderman Niemietz reminded everyone that the Columbia Khoury League and the Columbia Athletic Association should be made aware of the event. Mr. Morani questioned whether the stopping point for the event should be 10:30 p.m. or 11:00 p.m. Mayor Hutchinson noted that the City only received six (6) complaints with 3,600 to 4,000 people in attendance and called that a success. Alderman Huch suggested the event

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end at 10:30 p.m. Alderman Martens questioned the ending time for the bands at Columbia Days. Their end time is 11:00 p.m. which that event is also located in a residential area.

Mr. Row introduced something new for Songs 4 Soldiers 2017 to the committee. He stated that the organization is growing and receiving more donations. He would like 2017 to be a two (2) night event - Friday, September 29 and Saturday, September 30, 2017. The Friday night show would be for adults 18 years of age and older with Saturday night as the family friendly night with the children activities. Mr. Row would like the Friday night show to be a national show with a mid-level band. With the national show, the donation would have to be increased and it would end at 10:15 p.m. Mr. Row stated they would pay for more security and police officers. It was the consensus of the committee to perform some due diligence for this proposed event. The 2016 Songs 4 Soldiers Special Event application will be distributed for consideration at the next committee meeting.

IV. MAIN STREET ABBY TIF DISTRICT

Director of Community and Economic Development Paul Ellis distributed a handout to the committee - Preliminary Schedule for Adopting TIF Redevelopment Plan and Project for the Main Street Abbey Redevelopment Project Area from Mr. Michael Weber, Director of PGAV Planners and reviewed it with the Committee. Mr. Ellis informed the Committee that Mayor Hutchinson and the developer, Mr. Gregg Crawford, had a successful meeting with the Main Street merchants today with Mr. Crawford explaining details of the proposal and Mayor Hutchinson very clearly explaining the developer is funding the project. There is also a good website for the development as well with additional information being added as it becomes available. Mr. Ellis added that he has had some individuals sign up for the TIF Registry. Mr. Ellis noted the tentative date of the public hearing will be April 4, 2016. Mr. Ellis reminded the committee to review the Tax Increment Financing Redevelopment Plan and Project for the Main Street Abbey Redevelopment Project Area. Per Mr. Ellis, there is an issue to be researched further and that is the street improvements for the area plus he is sure there will be other items that come up for the project that will need to be addressed. The file copy of the final draft of the plan is now on file at the Clerk's Office for public inspection which was placed there on February 5. Mr. Ellis referenced the schedule on March 3 - the Joint Review Board meeting and review of Redevelopment Plans and sample ordinances; March 21 - Notice by certified mail to property owners in the area; April 4 - Public Hearing and after the public hearing but not sooner than April 18 - City Council introduces ordinances - (1) Adopt TIF Plan and Redevelopment Project; (2) Designate TIF Area; and (3) Adopt Tax Increment Financing for Area. Mr. Ellis added there is plenty of information on the City's website for residents to get information on the project.

The resolution for the public hearing date and time will go to the City Council for consideration at their next meeting, Tuesday, February 16.

V.

SIGN CODE (ELECTRONIC MESSAGE DISPLAYS)

Building Inspector Justin Osterhage informed the committee that he has met two (2) times with the Street Graphics Committee regarding the Sign Code (Electronic Message Displays). Mr. Osterhage said the Street Graphics Committee will have their proposal finalized at their next meeting, which will probably be in two (2) weeks. Mr. Osterhage added there is one (1) item that needs to be cleared up. After that meeting, it will be brought to the next Committee of the Whole meeting.

VI.

MIDWEST PETROLEUM BUILDING ADDITION

Mr. Osterhage referenced his memo of February 5, 2016 to the committee regarding the proposed Midwest Petroleum addition at 1553 North Main Street. Mr. Osterhage said that after further review and after narrowing down the calculation of the floor space related to the retail section, Midwest Petroleum can meet the City's parking requirement of 13 spaces, but are still losing two (2) parking spaces. Mr. Osterhage said they have an alternate plan for the two (2) parking spaces. Mr. Osterhage introduced Mr. Jason McNutt of Midwest Petroleum and their architect, Mr. Scott Fehl with the Nova Group, Inc. Mr. McNutt explained where they would place two (2) more parking spaces from an aerial view map. Mr. McNutt said the two (2) parking spaces are not an issue for them. Mr. Osterhage explained that 24 feet is needed from the parking spaces to the canopy because a two (2) lane drive is needed between those areas. Mr. McNutt said all the parking spaces are never filled all at once and they are only adding cooler space to the building.

Alderman Ebersohl expressed concern with the lighting on the pole next to the old Hardees location at the gas station as it shines in your eyes when you turn at the North Main Street traffic signal. The lights need to be re-directed. Mr. McNutt assured the committee that this concern will be taken care of this week.

Mr. Osterhage said there will still have to be a variance from Section 17.52.010 (G) of the City Municipal Code for a legal non conforming structure to expand and will still have to be reviewed with the City Attorney. The business is zoned C-1 - Neighborhood Business District.

VII. SIREN WARNING SYSTEM

Mr. Wes Hoeffken, EMA Coordinator, reviewed the e-mail regarding the Siren Warning System in Columbia. This was per Alderman Ebersohl's request. Mr. Hoeffken reviewed each item on the email, but noted the information was from a survey from 2006 by Juneau Associates, Inc. P.C. It was estimated at that time it would cost \$412,000.00 to install a 9 (nine) siren system per their survey. (The City currently has 3 - 1960 vintage sirens and only covers 9% of the City.) Mr. Hoeffken estimated the cost would now be \$500,000.00. Mr. Hoeffken said there is nothing that says the City has to have an emergency warning system. Mr. Hoeffken added that he is just informing the committee about major infrastructures that could impact the safety of the residents of Columbia. They are: Interstate I-255, major cross-country railroad system carrying interstate commerce, underground storage tanks containing various fuels and underground pipelines carrying gas and other volatile materials. Since the siren system would be too costly at this time, Mr. Hoeffken recommends promoting the Code Red Warning System to its residents and that it is the best way to get the word out. Mr. Hoeffken also said a weather radio works well. Alderman Niemietz questioned if new residents sign up for the Code Red Warning System. Mr. Morani said this item could be added to the quarterly newsletter. (Currently, it is on the City's website to sign up.) Alderman Martens mentioned that he received a notice recently from Code Red that was for the Lakefield Place Subdivision where he lives. Mr. Hoeffken suggested it also could be placed on the City's water, sewer and trash bill. Mr. Morani suggested that possibly the City could install one (1) new siren per year to spread out the cost and to find out what the cost would be for one (1) siren. Alderman Niemietz asked what other municipalities do and Mr. Hoeffken said that St. Louis County has updated their sirens. Alderman Holtkamp asked if the information could be placed through our Charter Communications Franchise or through HTC. Mr. Hoeffken will check into this suggestion.

Lastly, Mr. Hoeffken informed the committee about a table top exercise that will be held on April 7 where you break out into groups. This year, they will be doing a train derailment with the Police, Fire and Ambulance. Last year, there was a search and rescue completed at the Waterloo Sportsman Club.

VIII. BALING AT ADMIRAL TROST PARK

City Engineer Chris Smith referenced his memorandum to the committee. Mr. Smith said there are issues with the lease which renews every July and they need to tweak and tighten up the lease with regard to the wetland project, maintenance, mowing, and grass issues. Mr. Smith understands that hay is baled on Memorial Day weekend. Sixty (60) days notice is needed to terminate the lease and May 1 would be 60 days notice. Mr. Smith would like to

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get the new lease completed before the Memorial Day weekend hay baling. It was the consensus of the committee to move forward with the new lease.

IX. STP GRANT APPLICATION

Mr. Smith referenced his memorandum to the committee regarding STP (Surface Transportation Program) applications. Mr. Smith is looking for input on what to apply for the year. Alderman Niemietz suggested Ghent Road as there is more going on in that area, namely Columbia Lakes Subdivision, Fox Run Estates Subdivision, the 11 South building and the Village of Wernings Subdivision. Mr. Smith said it could be done in two (2) phases starting from the north and the CMAQ (Congestion Mitigation and Air Quality Improvement Program) could be used for the intersection at Quarry Road. The reconstruction of Ghent Road would include new curb and gutter, storm sewer, shared lanes for bicycle accommodations and sidewalk. Alderman Holtkamp asked if Ghent Road would become three (3) lanes with the shared lanes for bicycles and sidewalks as the current road is very narrow. Mr. Smith said there would not be three (3) lanes, only two (2). Each lane would be 13 feet wide which is enough room for shared bicycle lanes. There would be no bicycle lane markings. Mr. Smith also noted that the second phase of Ghent Road would require right-of-way acquisitions as Ghent Road near Quarry Road is very narrow.

The Streetscape Program was discussed as IDOT has ended funding these types of projects through ITEP. The last cities to get funding for streetscape projects were Collinsville and Belleville. The resurfacing of Main Street from Whiteside Street to Madison Street was discussed and part of this section may be covered by TIF (Main Street Abby TIF District). Mr. Smith said this section of Main Street will have to be resurfaced at some point. Mayor Hutchinson asked about Gall Road and Mr. Smith said they will be constructing the turning lanes at the intersection of Gall Road and South Main Street. Mr. Smith informed the committee that STP is 75/25 (25% is the City's match) and CMAQ is 80/20 (20% is the City's match).

Alderman Niemietz mentioned to Mr. Smith to be aware that the Valmeyer Road rail and sidewalk is breaking away along the bank of the road and there are a couple of places where the road is breaking away.

Mr. Smith also said he hopes to have an update on the Valmeyer Road easement by the next council meeting.

X. **FY 2015-2016 BUDGET UPDATE: REVENUES AND EXPENSES**

Accounting Manager Linda Sharp addressed the committee on the budget update. Mrs. Sharp said the budget forms have been distributed to the department heads. The completed department budget forms are due this week or prior to February 12. Mr. Morani and Mrs. Sharp will begin working with the department heads who have turned in their budget forms after payroll has been completed. Mrs. Sharp noted that the revenues and expenses are only for a quick review of what has happened so far this fiscal year. It is pretty early in the year to give out hard numbers. Mrs. Sharp reviewed the General Fund FY 2015-2016 Receipts Analysis.

General Fund - The General Fund has collected \$3,925,510.00 which is about 75.43% of the budget. This is pretty much in line for the end of January 2016. Last year was higher at 76.98% at the end of January, but this year; not included in this General Fund - \$228,000.00 of real estate taxes were transferred to the Park Fund.

Ambulance Worksheet - Receipts Vs. Disbursements - Receipts are only through December as there are some journal entries still to make. At the end of December, the Ambulance Department receipts were only at 54% of budget; last year they were at 61% of budget; expenses for this year are at 52% of budget and last year they were at 60% of budget. The receipts are higher than expenses which is misleading since the City has already received all the receipts from Monroe County for the year.

Mrs. Sharp had distributed a hand out titled: **Ambulance Department Revenue and Expense for fiscal years 2011 to 2016**. The graph showed a \$600,000.00 estimated expense with a \$491,580.00 estimated revenue for fiscal year 2016. The graph shows the revenue is starting to level off while the expenses are less than last year which is good news for the Ambulance Department.

Ambulance Worksheet - Equipment Purchases Summary - The only purchase the Ambulance Department has made is the binder lift patient moving device. They want to purchase the Lucas Compression System for \$12,000.00, but Mr. Morani and Mrs. Sharp will have to discuss this item.

Sales Tax Receipts Summary - These receipts are through January and the sales tax receipts are 11.49% higher than the same time last year. Mrs. Sharp expects the sales tax receipts to be \$55,000.00 over the budgeted amount.

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Income Tax Receipts - The income tax receipts have come in well over budget. The budget estimate had been decreased by 10% because the City did not expect the state to distribute the income taxes as they were behind with the distribution. The state is now paid up. The City expects to have between \$140,000.00 to \$190,000.00 more than what was budgeted.

Use Tax Receipts - The Use Tax Receipts are 18% more than last year and will be about \$20,000.00 over the budgeted amount. It was noted the mild weather was a contributing factor.

Charter Communications Cable TV Franchise Receipts - Mrs. Sharp expects fees to be under the budget estimate by \$2,600.00.

Utility Tax Receipts - Mrs. Sharp explained that the utility tax receipts is the utility tax on telecommunications receipts and 5% tax on gas and electric bills. This is \$50,000.00 under budget.

Motor Fuel Tax Receipts - Mrs. Sharp expects motor fuel tax receipts to be \$7,000.00 over the budget amount. (Comes to \$24.50 per person.),

Mayor Hutchinson questioned why the Hotel/Motel Tax and Gaming Tax was all zeros. Mrs. Sharp said it is now under a separate fund - the Tourism Fund and Park Improvement Fund and this report this evening was only on the General Fund.

XI.

PARK LANDS DEDICATION

Mr. Morani explained the Park Lands Dedication Ordinance from the City of O'Fallon and the Provision of Green Space Ordinance from the City of Edwardsville. He added that these are sample ordinances for the committee to review for discussion at a subsequent committee meeting. The purpose of the proposed ordinances is to have controlled growth, adequate park space, ideas to fund a park system and is a quality of life issue. Mayor Hutchinson added that the committee should also get input from the real estate agents and the Home Builders Association on this issue.

XII.

OTHER ITEMS TO BE CONSIDERED

A. Electricity Aggregation Program Update

Mr. Morani updated the committee that the Electricity Aggregation Program Plan for the bid opening will have to be amended at the next City Council meeting on

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Tuesday, February 16. He referenced an email from Good Energy with the next round of bid openings to be in mid-June. He explained that if Ameren's rate dropped below the rate of the City's aggregation supplier, the supplier would match Ameren's rate. Mr. Morani said that now, the suppliers are no longer offering the price match, so therefore, an amended plan must be adopted.

B. Village of Wernings - Phase 4

Mr. Smith said he is reviewing the final plat for the Village of Wernings, Phase 4 and the decision of which sidewalk location to install will have to be made at the next committee meeting.

XIII. CITIZEN COMMENTS

There were no citizen comments.

XIV. EXECUTIVE SESSION – 5 ILCS 120/2(C)

There was no call for Executive Session.

XV. ADJOURNMENT

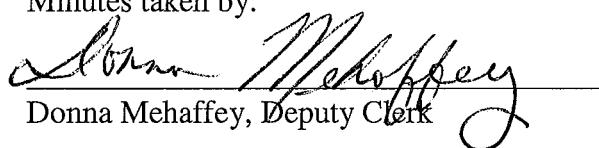
MOTION:

It was moved by Alderman Reis and seconded by Alderman Martens to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, February 8, 2016 at 8:35 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

Minutes taken by:



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE



Donna Mehaffey, Deputy Clerk

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