

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF
THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
SEPTEMBER 11, 2017 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Alderman James Agne 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: Committee Members - Aldermen Ebersohl, Agne, Niemietz, Roessler, Huch (left at 8:20 P.M.), Reis, Holtkamp and Martens. Mayor Hutchinson was also present.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Attorney J.D. Brandmeyer, City Clerk and Director of EMA Wes Hoeffken, City Engineer Chris Smith, Accounting Manager Linda Sharp, Chief of Police and Director of EMS Jerry Paul, Deputy Chief of Police Jason Donjon, Director of Community Development Emily Fultz and Deputy Clerk Donna Mehaffey.

Guests: Proposed Annexation Property Owners: Ms. Lori Dolan of BB Road representing the Patricia A. Thornburgh Trust, Mr. and Mrs. Ernest Everett of 200 Maple Hill Lane, Mr. Brad Everett of 200 Maple Hill Lane, Mr. and Mrs. Steve Lake of 2536 Quint Lane, Mr. and Mrs. Reynold Ledbetter of 150 Maryhill Place, Mr. Thomas Jones of 405 Palmer Road, and Representatives from Western Egyptian E.O.C./Columbia Senior Center; Ms. Paulette Hamlin, Executive Director for the Western Egyptian Economic Opportunity Council and Mrs. Pat Stumpf, Columbia Senior Center Site Director.

II. APPOINT COMMITTEE OF THE WHOLE MEETING CHAIRMAN

MOTION:

It was so moved by Alderman Agne and seconded by Alderman Reis to appoint Alderman Mary Ellen Niemietz to chair the Committee of the Whole meeting. Upon Roll Call vote, Aldermen Ebersohl, Agne, Roessler, Huch, Reis, Holtkamp and Martens voted yea. Alderman Niemietz abstained. **MOTION CARRIED.**

Those in attendance recited the Pledge of Allegiance. There was also a moment of silence in remembrance of the September 11, 2001 attacks.

Chairman Niemietz stated the meeting was called for the purpose of discussing: (1) Approval of Minutes from the August 14, 2017 Committee of the Whole Meeting; (2) Approval of Executive Session Minutes from the August 14, 2017 Committee of the Whole Meeting; (3) Proposed Annexations; (4) Western Egyptian E.O.C./Columbia Senior Center; (5) Transportation and Park Grant Programs; (6) Subdivision and Zoning Code Update; (7) Songs4Soldiers Update; (8) Other Items to be Considered; (9) Citizen Comments; and (10) Executive Session – 5 ILCS 120/2(c)

III. APPROVAL OF MINUTES FROM THE AUGUST 14, 2017 COMMITTEE OF THE WHOLE MEETING

The minutes from the August 14, 2017 Committee of the Whole committee meeting were submitted for approval.

MOTION:

It was moved by Alderman Reis and seconded by Alderman Agne, to approve the minutes from the August 14, 2017 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Niemietz and Aldermen Ebersohl, Agne, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

IV. APPROVAL OF THE EXECUTIVE SESSION MINUTES FROM THE AUGUST 14, 2017 COMMITTEE OF THE WHOLE MEETING

The Executive Session minutes from the August 14, 2017 Committee of the Whole committee meeting were submitted for approval.

MOTION:

It was moved by Alderman Reis and seconded by Alderman Martens, to approve the Executive Session minutes from the August 14, 2017 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Niemietz and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

V. PROPOSED ANNEXATIONS

Chairman Niemietz thanked all of the property owners for their attendance and comments at the August 28, 2017 Public Hearing before the City Council. She added for those property owners in attendance this evening, if they have any new information to add, they are welcome to address the Committee prior to their discussion. She said after the Committee discusses the issue, the Committee will recognize anyone who would like to make a comment prior to the Committee making a recommendation.

City Administrator James Morani stated he wanted to clarify there are five tracts considered for annexation and within these tracts are several parcels. He said the parcels

within each single tract must be annexed as a group, not individually, to maintain contiguity.

Chairman Niemietz said state law allows for the annexation of these tracts since they are less than 60 acres. She discussed the justifications for the annexations of these tracts. She said all tracts are surrounded by other properties with the city limits. She said questions have been posed as to what the property owners are getting out of it. She feels the annexation is necessary and the properties are within the city limits. The City of Columbia has a great school system, public and private, which makes for a great quality of life. Columbia provides the residents with activities in the parks. It is a safe community with a first-rate police department. All of these items put together make Columbia a good place to live. She added that some of the Aldermen have been with the City for a couple of decades and have put a lot of effort forth to make Columbia a good place to live. Chairman Niemietz said within the next one to three years, the City will have an interchange, commercial development, possible housing development, school project and has so much on the horizon if the annexations are not completed in the next couple of years, it will have to be brought back up and completed at that time. She added this will be completed to make the proximity to these developing parcels safe and have accessibility. Alderman Niemietz asked if any of the committee members had any comments to make regarding justifications for the annexation of these properties.

Alderman Roessler said he has been struggling with some of what the property owners have been saying. He said he has spoken to Mr. Morani about the legalities of the proposed annexations. He said there is a circumference around the City with parcels that have not been annexed. He mentioned the benefits and side effects for the proposed annexation and said it is a timing difference for all the parcels whether it be today, next year, five years or when something develops. Alderman Roessler said all the farm ground that came into the City was done by their choice. He said the proposed tracts for annexation are bordered by farm ground and there is no development around the properties. He added there are proposed tracts that are surrounded by subdivisions and said most of the tracts for taxes would only be an increase of less than \$50 per year. Alderman Roessler said this is not a revenue thing, is more of timing and when it is supposed to be completed. He spoke of all the benefits of being annexed to the City. He said he doesn't have his mind made up one way or the other. He added that out of the five tracts, there are differences. The Edna Schmidt property, Tract 5, is completely surrounded by development. He said there is really no reason not to bring that particular property into the City. There are some tracts that are likely to develop around them, but there are others that are very rural. Alderman Roessler said they are not wanting to penalizing anyone and said he didn't know what the other aldermen thought about the situation.

Alderman Agne agreed with Alderman Roessler with what he said and especially on annexing the Schmidt property. Alderman Agne said on the concern of the firearms, could a moratorium be given to the property owners for 10 years so they can still use

firearms on their own property. Mr. Morani said the Columbia Municipal Code prohibits discharging a firearm inside the city limits. He said if the City Council wanted to do something about this, they would have to change the code or could place that in an annexation agreement. Mr. Morani recommends against making special considerations unless there is a justified reason for that purpose. He added it comes down to an administration and law enforcement issue. Chairman Niemietz directed Alderman Agne to review the Illinois Municipal League resources on annexation agreements. She said the IML attorneys do not recommend doing that because of the close proximity to the neighboring properties. She said that is why the statute says "60 acres or less".

Chairman Niemietz said she was also wrestling with this issue the same as Alderman Roessler. Alderman Martens basically said he felt the same as Alderman Roessler about the situation. He said he didn't know if just one or all the tracts should be annexed.

Chairman Niemietz asked if there were any comments from the Committee. There were none.

Chairman Niemietz mentioned the property owners were concerned about forced sewer utility connections. Per the City Code, Mr. Morani said a sewer connection has be made if a sewer line is within 200 feet of the property. Mr. Morani said they have examined all the parcels and at this time, none appear to be within 200 feet of a sewer main. Therefore, no one would be forced to tap in to the City's sewer system immediately upon annexation. Mr. Morani said the requirement for sewer has been established as a public health issue. He added there is no regulation for forcing property owners to hook on to water if they are in the city limits if they have a functioning well.

An unidentified property owner asked how many tracts had access to water. Mr. Morani said one parcel currently has City water. The property owner then asked how many would the City allow to tap in to water and sewer and said that is something that should be told to them and also said they were told they would never have access to sewer and water. Chairman Niemietz said when the property around the tracts get developed, then the development will bring the sewer and water closer to them and if it would be available, that is when it would happen. Chairman Niemietz said that is always the case whenever any individual property owner would like water or sewer, they would have to pay for the tap in fees plus be responsible for extending the water and sewer lines to their property.

Mayor Hutchinson clarified that no one has ever been denied water or sewer. The question that comes up is who is going to pay for it. There are several properties in the City where the owner paid to extend the water line or sewer line and paid for a water or sewer tap in to get City water and sewer to their property. Mayor Hutchinson said the question comes up is if the City is going to use tax dollars to pay for that. The statement that they were told that they can never get sewer and water is not an accurate statement and said it comes down to whose cost.

The unidentified property owner said to annex the property owners when the 55 acres (Land of Lincoln) is developed and until then to just leave them alone. He said the City of Columbia can't provide them with anything and all the City was doing was taking away...taking away his liberty, privacy, and money and giving them nothing in return.

There was a short discussion what City benefits the property owners have and don't have. The property owners referred to this information as being in the newspaper. The property owners (currently outside the city limits of Columbia) do pay for fire protection, ambulance, and school district per their tax bill. Mr. Morani said the comment made at the last meeting was about the property owners not paying for City police protection when 99% of the time, Columbia Police would be responding if they would call in an emergency situation. They do not pay anything to the City of Columbia because they are outside the city limits of Columbia. Being non-residents of the City, they would have to pay for a library card or pay the non-resident fee to reserve a pavilion at any of the parks. But the point was made, if they want to go to any of the parks and sit at any of the pavilions as long as they are not being used, they can do that.

Alderman Roessler explained to the property owners how the recoupment process would work if they installed a water or sewer line to the property themselves and said it has been done in several areas around Columbia. He reiterated about how later on when the tract is developed that it would make more sense to annex it at that time. Alderman Roessler said the City is not trying to take away their liberties, privacy, etc. He said they are trying to find out when the time would be right to annex the properties.

Mr. Ernest Everett of 200 Maple Hill Lane discussed with the Committee issues with discharging firearms on his property if annexed into the City with regard to life-threatening wildlife in the area. Chief Jerry Paul said shooting firearms in the city limits is prohibited. Chief Paul also said they have had problems with county residents discharging firearms outside the city limits of Columbia which has ended up in a home in a nearby city subdivision. No one has been hurt, but this type of shooting has to be investigated by the Columbia Police Department.

Mr. Brad Everett of 200 Maple Hill Lane agreed that each tract of property should be treated by itself. Mr. Everett noted development could take place in one to three years or it could be 20 years. He added the proposed interchange between the Village of Dupo and the City of Columbia has been talked about for almost 20 years. Mr. Everett said their plea now is if it is not there now, wait until it is.

Mr. and Mrs. Reynold (Marian) Ledbetter of 150 Maryhill Place and Mr. Thomas Jones of 405 Palmer Road repeated their concerns from the public hearing of August 28. Mr. Jones asked the Committee to wait awhile and come back in five years because no one is happy about the proposed annexations and they may not be here in five years. It was pointed out that Mr. Jones and Mr. Gregg Crawford of 401 Palmer Road are completely

surrounded by developed properties, those being the Immaculate Conception Church and Columbia Lakes Subdivision.

Ms. Lori Dolan of County Road BB Road - 11.18 Acres - Patricia A. Thornburgh Trust (Ms. Dolan does not know the mailing address.) said she was at the first meeting with the Plan Commission and said her parcel is agricultural. She said she agrees with the gentleman who said if the development is not happening yet, let's just wait and see what is going to happen. She said she has even inquired with the Village of Dupo to find out what is going on with the interchange and received no response, except for the woman who works in the office said they have been working on this for the last 20 years.

Mr. Steve Lake of 2536 Quint Lane asked if they were to be annexed into the City in the future, if they could get part or all of the water and sewer tap in fees waived to see a little bit of a benefit for them. He has been at that location since 2002 and purchased the home because it was outside the city limits of Columbia. Chairman Niemietz stated in order to waive any water and sewer tap in fees, it has to be spelled out in an annexation agreement.

Chairman Niemietz asked the committee for a recommendation. Alderman Ebersohl recommended, at this time, to move forward with only the annexation of Tract 5 - 1.17 acres of property with parcel number 04-08-400-018-000 and an address of 217 W. Sandbank Road. Alderman Holtkamp agreed and Alderman Roessler said this makes the most sense.

It was the consensus of the committee to annex Tract 5 - 217 W. Sandbank Road to the City of Columbia.

Chairman Niemietz informed the property owners regarding the proposed annexations if any decision would be considered or be re-visited, it would be discussed in a committee meeting before final action is taken.

VI.

WESTERN EGYPTIAN E.O.C./COLUMBIA SENIOR CENTER

Mr. Morani said he asked Ms. Paulette Hamlin, Executive Director for the Western Egyptian Economic Opportunity Council to attend the committee meeting to discuss future plans for the senior center as well as make a formal request for City funds budgeted for the site. He said there has been some developments in their location and thought they should make a formal request to the Committee since it has been a while since they have made a presentation. He said he did send her an e-mail about some items that may be of interest to the Committee. Mr. Morani said the City has placed money in the fiscal year budget for the senior services at the Columbia site. He then turned the meeting over to Ms. Hamlin and Mrs. Pat Stumpf, Columbia Senior Center Site Director.

Ms. Hamlin thanked the Committee for inviting them and introduced Mrs. Stumpf. She said Mr. Morani did ask her to bring some information to the meeting. Ms. Hamlin said some of the financial information is not available as she does not have projections since they are in the process of getting a different site and are having their meeting this evening to give them the final numbers for the rent, utilities, etc. She said she has nothing to share about the proposed new site and said she should have some figures tomorrow.

Ms. Hamlin said there were questions about the number of Columbia residents they are actually serving on a monthly basis. She said they operate four days per week, Monday through Thursday. She said the daily average fluctuates, but are between 12 and 13 meals for a daily average. These are all for Columbia residents. Ms. Hamlin said residents outside of Columbia can come to the site, but for the last year, they have not had anyone. They also do home-delivered meals in Columbia and the average is 14 meals per day. She added they do home delivered meals for the Dupo area. Those are only delivered every other week and deliver 160 to 170 meals at a time. Ms. Hamlin said that averages to 15 meals per day. Ms. Hamlin also said there were some questions about the staff in Columbia. There are three staff members. Mrs. Pat Stumpf is the Columbia Senior Center Site Director and works four hours per day as the site coordinator and one hour a day for cleaning the site for a total of 20 hours per week. There is a van driver who works 16 hours per week. The drivers picks up the residents and delivers the meals. There is also a clerk who works two hours per day for a total of eight hours per week. The clerk helps with the site, sets out and serves the food. Ms. Hamlin said hours have been greatly reduced in the last five to eight years due to state and federal budget cuts and cuts within area 8, which they are located. She added cuts have been made to the smaller counties which Monroe County is one of the smaller counties to place more money into St. Clair and Madison counties. Mrs. Stumpf has gone from 35 hours per week to 20 hours per week. This is the same situation with the driver and the clerk. Ms. Hamlin said they have tried to cut as much as they can because the staff and food costs are the biggest line item. Ms. Hamlin said they have appreciated the City's assistance to help them by giving them funds and have a home on the first floor of Columbia City Hall. She understands the City is outgrowing City Hall and needs their space so they will hopefully be finding another location to serve the seniors. She said they have been in Columbia for the last 41 years and hopes that will continue. Ms. Hamlin said they would like support from the City as they go forward especially when they will not get the free rent and utilities they have been getting at City Hall. She added that has been a big help to them.

Ms. Hamlin asked the Committee if there were any questions about the site, services, or what they do.

Alderman Martens asked if they had any idea of what they are looking for cost-wise or if they have negotiated any kind of price for the new site. Ms. Hamlin said they have not negotiated a price and said that is what they are trying to do this evening to come up with a dollar amount. It is a church and their goal is not to make money on them, but at least let them have a place. The church is worried about the increased utilities they would

bring to the church due to the three freezers and a couple of refrigerators, steam table, etc. Ms. Hamlin is hoping the cost will be minimal, but that is still to be determined.

Mr. Morani asked what was the status of the state funding for the programs because it may be up in the air and one of his concerns was if the program was suspended due to a lack of funding and then the City has funded the program and then what happens with the City's donated funds. Ms. Hamlin said the state budget was finally passed and the senior programs are in the state budget. Ms. Hamlin said that is the good part. She said the bad part is a lot of funding for these programs is 60-70 percent federal funding, not state funding. Ms. Hamlin said that it has not been 100% decided yet and she doesn't anticipate there will be any cuts in the federal program. She said if there are cuts, then with or without City money, they would probably have to shut down the site. If the cut is only two percent, then that won't matter, but it will matter if it will be a 10, 20, or 30 percent cut. Mr. Morani asked when the federal budget would be passed and it is to be on October 1. Ms. Hamlin said she should know soon as they are talking about it and what has been proposed is level funding. She said that is a good thing to have in this day and age. Ms. Hamlin said as soon as she knows something has been passed, she will share it. She added as soon as she knows something on the other location about what they have come up with a price for them, they will know more at that time too. Ms. Hamlin said if this meeting would have happened tomorrow evening, they would have had more information.

Chairman Niemietz asked if there were any other questions.

Alderman Ebersohl asked Ms. Hamlin if they still served Dupo and East Carondelet. Ms. Hamlin said they do. Alderman Ebersohl asked if they have contributed anything to Western Egyptian E.O.C. Ms. Hamlin said they have not contributed but said the area agency is actually contributing more for that area because it is such a depressed area. Ms. Hamlin said the meals are not a pay for service for the clients. The clients they serve is a donation only. The donation average out of the Dupo area is about \$.08 per meal so to counter act that, the area agency has given Ms. Hamlin about a 50% increase in what they pay her per meal. Alderman Ebersohl asked if that covers the cost of the meal and Ms. Hamlin said yes. Ms. Hamlin said she is getting about \$26,000 for the Dupo meals. For the other services from the grant money they get for congregate meals, home-delivered meals, and transportation for the Columbia residents, she is getting about \$25,500 so she is actually getting more funding to take the meals to Dupo. Alderman Ebersohl said it also takes longer to get to Dupo. Ms. Hamlin said she only goes there twice per month because she said they take frozen meals for the other days. She added they are taking a very limited amount of staff time to go to Dupo. She said they drop off meals at about 15 different places. She added it takes about three hours every other week.

Alderman Huch asked why the Dupo and East Carondelet governments don't use any of their tax dollars to help fund the program like the City of Columbia. Alderman Huch added why don't these two governments support the Western Egyptian E.O.C. like

Columbia and don't rely on the federal government funding. He asked why don't they support their own residents as well.

Ms. Hamlin has asked them in the past, not too successfully, and should probably ask them again since they are serving more of their population because when they first started, they were only doing five meals per day. She said they didn't see the benefit at the time. Ms. Hamlin said maybe they would now with more people using it.

Mr. Morani asked what was the contribution from Waterloo and does Waterloo provide a site for Western Egyptian. Ms. Hamlin said Waterloo does not provide the site, Western Egyptian E.O.C. owns the site in Waterloo, but she said Waterloo does give them a cash donation on an annual basis of \$7,500. Mr. Morani said the City of Columbia budgeted \$10,000. Columbia also provides the site and pays for the utilities. Mr. Morani said he hoped that he would have the rent and utility costs for the new site before the Committee makes a recommendation.

Chairman Niemietz asked how many are served out of the Waterloo Senior Center. Ms. Hamlin said she was not sure on the exact numbers and said their averages are a little bit higher than Columbia's 12 meals per day. She said Waterloo is doing about 15 or 16 congregate meals per day and about 30 home-delivery per day. Chairman Niemietz said the participation does seem a little lop-sided with Columbia providing the site, utilities and budgeting \$10,000. She also thought the City funded a van at one point. Mrs. Stumpf said the van was purchased by donations made of almost \$12,000 and received a nice donation from the Oerter Foundation of \$30,000. Ms. Hamlin said there are other large groups in Waterloo, namely the Rotary Tree of Lights Program, which donates \$3,600 per year to the Waterloo site plus there are other smaller donations. Chairman Niemietz said she wants to put together all of the information for a better understanding for the Committee since some members have not been on the City Council as long as others.

Ms. Hamlin repeated they have been in Columbia for 41 years at 10 different locations, Mrs. Stumpf has been working for Western Egyptian 30 years serving the seniors. Ms. Hamlin said at one time the senior programs were much larger than what they are now. She said she would like to get them back to where they used to be at one point. She added that one of their sites in another county is doing very well and are getting about 40 or 50 people per day average and is hoping Columbia can do that. Ms. Hamlin said the space downstairs was very good for them for the time being, but is a little small and didn't accommodate very large groups, but are hoping at the new site, they can attract more people and increase their numbers. She added that as the baby boomers are getting older, they would like to still be around and still be located in Columbia. Mrs. Stumpf added the site also offers income tax services and tax reduction services for the seniors on the license plates. She added that they do other services besides serving meals, which she thinks is important.

Mr. Morani asked Ms. Hamlin to contact him when the decision is made on the new location so he can provide more information to the Committee.

Chairman Niemietz and Mr. Morani thanked Ms. Hamlin and Mrs. Stumpf.

VII. TRANSPORTATION AND PARK GRANT PROGRAMS

City Engineer Chris Smith referred to the Transportation and Park Grants spreadsheet with the new column listing projects. Mr. Smith said the spreadsheet was mostly for informational purposes and no grants are open except for the one highlighted in yellow, the IDOT Transportation Enhancement Program (ITEP). This will be for the Main Street Streetscape Phase III from Cherry Street to Madison Street. The City has a good chance of obtaining this grant since this will be the last phase of the program. Mr. Smith also said bike trails can be completed with this grant. The ITEP Grant application goes to Springfield and pointed out trees and landscaping can be included in it. Only 50% of the street lights will be paid, but all other items have a match ratio of 80/20. Mr. Smith added he will know by next spring if we will receive the grant.

Mr. Smith reviewed the Surface Transportation Block Grant (STP) which Monroe County has been awarded every year alternating with the City of Columbia and the City of Waterloo, the Congestion Mitigation (CMAQ) Grant, and the Open Space Lands Acquisition and Development (OSLAD) Grant. He said there are no OSLAD Grants right now, but when the program is offered again, there is a maximum of \$400,000 and that could possibly be used for the future development of Creekside Park.

Other discussion items included the Cherry Street to Centerville Street trail and grant workshops.

It was the consensus of the Committee for Mr. Smith to proceed with the ITEP grant application for Phase III of Main Street Streetscape. He said a resolution will be considered for this grant application at the first City Council meeting in October.

There was also a discussion regarding traffic backed up leading to the Route 3/North Main Street/Sandbank Road intersection. It was noted it was possibly from the new 11 South building throwing off the timing of the traffic light, but it could be from increased rush hour traffic traveling to Valmeyer, Waterloo, Millstadt, etc. The proposed four-lane highway south to Red Bud, Sparta, etc. was also discussed.

VIII. SUBDIVISION AND ZONING CODE UPDATE

Director of Community Development Emily Fultz addressed the Committee on the Subdivision and Zoning Code Update. She referenced the proposed changes to the Zoning Code to date, showing definitions added, modified or removed with text

modifications; the Zoning Code Update - Revised Schedule - September through December; and the Subdivision Code Discussion with Greenspace and Concept Plans.

ZONING CODE

Ms. Fultz noted site plan requirements will be added to the Zoning Code and they will revise the supplemental regulations. Ms. Fultz reviewed the significant changes and will address parking after the Zoning Code is adopted. She said there will be revised regulations on parking. Mr. Morani added that they did not want to hold up the Zoning Code because of the parking regulations, which could be a complicated and lengthy process. Ms. Fultz said the same will be done with the Sign Code, which is not part of the Zoning Code. With the review of the Sign Code, there will be a lot of time involved and effort by staff as well as legal assistance. Ms. Fultz said that an attorney will have to address the free speech issues and the regulation of content. Mr. Morani added there will probably be items that will have to be removed from the Sign Code.

Ms. Fultz said other changes to the Zoning Code are the combining of some of the districts of the American Bottom, incorporating planned use districts and will have drafts of them sometime in October. Ms. Fultz added her goal is to have a draft of the Zoning Code by the end of November and that should be around the same time as the proposed Subdivision Code revisions are completed. She reminded the Committee the City is under a contract with Mr. Scott Hanson for the Subdivision Code, which will probably take precedence because there is a required timeline.

Alderman Martens asked what the feedback has been from the developers. Ms. Fultz said the Zoning Code has not had a lot of meetings and wants to have more solid language as the text as it is still is in rough draft form. She said the developers have been very involved with the Subdivision Code discussions. She said once they have more solid language in the Zoning Code, they will be meeting with the Chamber of Commerce and developers for feedback. Mr. Morani said the Zoning Code will probably be well-received by the developers because of the streamlining that will be necessary, possible consolidation of several zoning districts, and eliminating outdated terminology.

Mayor Hutchinson added if he is correct, there is more consolidation, broadening, and said there is no restricting. Ms. Fultz added she thought the Zoning Code would be more general and less-restrictive in many ways. For example, Mr. Morani explained the more finite and more detailed you have land uses in the Zoning Code, the more difficult the task is for staff and the City Council to interpret because uses change all the time. He said the uses will be more general in nature.

Alderman Roessler asked if Ms. Fultz was using other definitions and zoning codes from other municipalities. Ms. Fultz said she has many zoning codes downloaded from other communities and has spent hours reviewing them. She added she is going with a more general approach to the Zoning Code. There was a reference made to the Air B and B (Air-bed and breakfast) and noted that was a complex issue. Ms. Fultz said it will not be

regulated in the proposed Zoning Code revision and is more of a hotel/motel tax issue. She checks every other month to see if any homes in Columbia are listed and none have been listed. Ms. Fultz said a lot of cities are dealing with the issue and she is monitoring the situation.

SUBDIVISION CODE

Regarding the Subdivision Code, Ms. Fultz asked the Committee for their input on two topics, Greenspace and Concept Plans.

Ms. Fultz gave an update on the Subdivision Code. She said Mr. Hanson made an initial presentation of the Subdivision Code to the Plan Commission. Ms. Fultz said as a result of that meeting, the Plan Commission, Mr. Morani and herself discussed to have working meetings with developers and have had one already. She said it was a success and they had a good dialogue with the developers. The next meeting will be in October with the developers.

The idea of requiring greenspace, which has previously been considered by the City Council, was discussed in the form of dedication of land or a fee requirement for subdivisions. Ms. Fultz added this is a common practice among many communities across the country. She said the City's Comprehensive Plan calls for additional open space as development occurs in the City. Ms. Fultz said the Plan Commission was focused on prioritizing linkages from residential subdivisions to trails and large tracts of common open space that would serve many residential subdivisions as opposed to smaller tracts in individual subdivisions as they may or may not be maintained by the homeowner's association. She referenced questions regarding the greenspace in the Committee members' packets. The main question was "Should the City include a provision in the Subdivision Code whereby developers would be required to dedicate either land or money to the City's park and greenway system?" and if so, then there are some supplemental questions. They are: 1) Does that land remain the maintenance responsibility of the homeowner's association?; 2) Is it essentially held private and maintained?; 3) Is it dedicated to the City for their use?; and 4) Does the developer pay a fee so the City can expand and purchase land that is more centrally located? Ms. Fultz said these are policy questions for which she does not yet have firm answers.

Alderman Roessler responded his opinion is that he would prefer to have the land dedicated and maintained by the homeowner's association in each subdivision. The fee to go with the future purchase of tracts of land would have to be very substantial.

Alderman Roessler said without having a specific plan and parcel in mind, the greenspace for the subdivision would be the most logical and cost-effective, especially with the maintenance being the responsibility of the homeowner's association. Ms. Fultz concurred that the greenspace remain in private ownership and be maintained by the homeowner's association.

Mayor Hutchinson commented that in the past, it was always discussed how big would the greenspace be. Mayor Hutchinson added that the previous Chief of Police was always concerned about the "Pocket Parks". He said they are hard to police, keep safe, and maintain when they are tucked away into a subdivision; compared to a larger park, such as Bolm-Schuhkraft Park, or a larger piece of land, which is lighted and more visible. He also said it is usually next to a large thoroughfare. When discussed about eight years ago, he said it made more sense coming up with a dollar amount based from a formula. He added the formula that was used to determine a park was with the number of lots and homes, etc. He said they were getting close on this until they had disagreements on whether the greenspace dedication fee would be based on the raw land cost or, the developed land per acre cost. Mayor Hutchinson said when the developer installs the infrastructure, the latter number went through the roof. The process came to a halt since some thought establishing the cost based on developed land was unreasonable. Mayor Hutchinson believes the City should look at minimum acreage and will be asking the Police Department what type of park they prefer in the future regarding safety for the community. Mr. Morani said if the parks were private parks and maintained by the homeowner's association, he questioned if the police department would need to be involved in policing these areas. Mayor Hutchinson said that is the question. He questioned why the City should mandate private use because that defeats the idea of having it in our Subdivision Code. Mayor Hutchinson added the Subdivision Code is for the statement that for every so many citizens, there should be so many acres of greenspace, there should be parks for balance, what should the ratio should be and that is what is followed. Mayor Hutchinson said that took away land in the City and asked if we want to look at that for City-wide use and greenspace, etc.

Ms. Fultz said one item came up in the Plan Commission meeting from one of the members. In some of the subdivisions, they have larger lot sizes and don't need a park since there is adequate greenspace. Secondly, Ms. Fultz said the City could use the national standards for how many acres of park land the City should have per resident and if the City was to develop a fee, the fee would be based on the going rate for land in a particular area where a park could be developed and that could be amended on a regular basis to keep up with rising land costs.

City Clerk Wes Hoeffken said historically there have been situations where some proposed developments wanted to have a common area and said the City always gets land that is undevelopable. Alderman Niemietz said that is a provision that is in most stipulations. He said the City gets stuck with something that they can't do anything with. Mr. Hoeffken also commented about some recent land developments that have many lots in them and then the City informs them they will have to add another area for a potential park which will make the lots even smaller. He said he would rather see a fee structure to pay for a more centralized park. He also agreed with Mayor Hutchinson to not have the "pocket parks" in a subdivision and added land should be set aside for a park. Chairman Niemietz agreed the "pocket parks" are a bit more secluded and could create problems.

Mayor Hutchinson inquired if the mixture of the land dedication or fee could be done since the City is non-home rule. Mr. Morani said his previous discussions with City Attorney Terry Bruckert was yes. Ms. Fultz said as long as our Comprehensive Plan is calling for the mixtures for parks, she believes there are laws that support the City doing this, but she will follow up with Mr. Bruckert to be sure.

It was the consensus of the Committee for the greenspace to be either a land dedication or a fee to contribute to the City's park and greenway system.

The next issue to be discussed was the consideration of a concept plan for subdivisions. Ms. Fultz said the concept plan came up in a working meeting with the developers. Right now, the City only requires a preliminary plat, improvement plans, and a final plat. Some of the developers suggested that before they had to spend a lot of money on a preliminary plat, bring to the Committee or City Council a sketch or layout of the proposed development and ask if their plan would be acceptable. Ms. Fultz said if there is a consensus of the Committee or Council for the sketch/layout of the proposed development, then it would go to the Plan Commission with a preliminary plat. Ms. Fultz said she can draft a policy for this since she has seen it before.

Alderman Agne said the City has been doing this for decades and added the City has always welcomed concept plans. He said he has seen many concept plans come to the Committee/City Council just to save the developer money. Ms. Fultz said that right now it is not a requirement. She said she could leave it in the code as an "either or" otherwise she said it could be made as a requirement. Ms. Fultz said there is no formal process right now for a concept plan. She is unsure if the concept plan should go to Plan Commission, the Committee, the City Council, and is a vote needed or not, which is why she is asking for direction from the Committee

Mayor Hutchinson said the only issues they have had in the past with concept plans when he served on the Plan Commission, was if the concept plan did not go through the Plan Commission first and went straight to the City Council. He said there is all of this discussion on the concept plan with the City Council and when the Plan Commission received the Preliminary Plat, the Plan Commission felt as if the Council had already approved it with the concept plan. He noted it was very confusing. He added the concept plan needs to go through our committees to make sure the City is giving them the review that is deserved and so the Plan Commission does not feel as though they were bypassed and have to rubber stamp the concept plan approved by the Council. Mayor Hutchinson also said when Ms. Fultz puts this process in place, make sure the same process is followed for everyone. He said the simpler form is needed and makes perfect sense. He also said it protects the developers so they have a clearer understanding before they start spending a lot of money.

Ms. Fultz said some of the feedback by developers is that the Plan Commission and the City Council have different views. When they get an opinion from the Plan Commission

and believe they are moving favorably towards the City Council, they get a different opinion. She said there is some confusion and said the developers just want the Council to tell them their idea is acceptable. Ms. Fultz recommended to make the process as short as possible as time is money. Ms. Fultz said that is the justification to bring the concept plan to the City Council first.

Alderman Holtkamp stated he was not comfortable with a concept plan and he wants more of a degree of accuracy. He said there has to be a way to ensure the concept plan is somewhat accurate with the number of lots, streets, etc. Ms. Fultz said possibly the City needs to define in the Subdivision Code what constitutes a minor change and what constitutes a major change to a concept plan. She added that between the concept plan and the preliminary plat, maybe there can be only minor changes. Chairman Niemietz stated the code as it is going to be revised, unless multiple variances were applied, would dictate the fact it has to be complied with. Regarding the section of the Zoning Code on the homes, the concept plan to the Preliminary Plat would be dictated by the Zoning Code with the number of lots because of the setbacks, etc. It was agreed that good definitions should be created.

Aldermen Roessler and Martens voiced their concerns.

Ms. Fultz said that she needs to have more conversation with the Plan Commission but did not want to do that until she knew where the Committee stood on the subject.

City Clerk Hoeffken agreed with Mayor Hutchinson and Alderman Martens that there should be only one point of intake and if the Plan Commission is the current point of intake, the concept plan should go there. Mr. Hoeffken said having been on the Plan Commission, this is what the developer is going to state. They will come to the Committee/City Council with a concept plan, and will say it looks good, but then when it goes to the Plan Commission, the first words out of the developer's mouth is going to be the City Council approved the concept plan so the Plan Commission should approve the concept plan. He agrees with the concept plan, but the intake for every process should be the same. He added the Plan Commission may approve it, but reminded the Committee the Plan Commission is an advisory board to the City Council and they do not make final decisions.

Alderman Agne suggested to define what is wanted in the concept plan and the developer needs to go through the process.

Ms. Fultz asked if the concept plan should be required or optional. Mr. Morani commented that the concept plan is good for some developers. He believes some of the developers will want to utilize the concept plan because they will not want to spend a substantial amount of the money and then have to go back for additional reviews. He agrees with what Mr. Hoeffken and the other Aldermen are saying. He believes it should start with the Plan Commission, but doesn't know if the concept plan should be required

or not. The developer has to know there is a risk if they have a Preliminary Plat and it goes to Plan Commission and then to the City Council. If the Council does not like it, that is a risk they take. He added they could invest less money in a concept plan and bring it to the Plan Commission for initial review. Ms. Fultz said it then becomes a time issue in that it may take longer for approval.

Chairman Niemietz asked how much staff input there is when a concept plan is brought to the Plan Commission. Mr. Morani said there is quite a bit of staff input into the concept plan. Ms. Fultz used the example of Building Official Justin Osterhage bringing a list of questions to the Plan Commission meeting tonight about the Walnut Ridge concept plan and he was also in conversation with the developer prior to the meeting about the questions. Ms. Fultz said staff is definitely engaged prior to a concept plan reaching the Plan Commission.

Chairman Niemietz said the way to go with the concept plan is for it to go to the Plan Commission first, but still needs to know if this should be a requirement or not. Mr. Morani stated it is staff's job to understand that City Councils change and staff know what the City Council is looking for and understands when a concept plan may not be approved. Mr. Morani said staff can try to work with the developers and get the concept plan to the Plan Commission, but does not like to be in a situation where it gets to the City Council and it does not get approved.

Alderman Ebersohl thought the developers should have the concept plan option and not be a requirement but needs to understand with the concept plan, it will take longer to process.

Mr. Hoeffken said he would strongly advise that if a concept plan is starting to get into what the City believes is a gray area, the City strongly advises the developer to do a concept plan because that is where things are going to come out where a developer wants to place 70 lots where there should only be 50 lots or if the developer is going to require variances, then the City should strongly urge a concept plan.

There was discussion regarding the issues with the Walnut Ridge Subdivision and the Plan Commission and their vacancies. It was noted that all vacancies have been filled and there are more staff involved in the reviewing process, namely Ms. Fultz and Mr. Osterhage.

Alderman Roessler commented it only makes sense to make the concept plan mandatory if the City will be saving time and money.

Mr. Morani said from a planning perspective, the City may want to encourage the developer to do a concept plan. Ms. Fultz says she always encourages the developer to have staff meetings first before they start anything. Mr. Morani's opinion as the City Administrator was even if it did cost the City more money with staff time to process the

concept plan, he would not necessarily be against it if it was a preferred method by the developer and if it was good planning. Mr. Morani understands what Alderman Roessler is saying. The City does not want to waste anyone's time and the developer wants to get their plans approved. Alderman Roessler thought it would be the best practice, but if it definitely saves the City money by making it mandatory, then do that. Otherwise, it could be optional and could be strongly recommended.

Ms. Fultz thanked the Committee for their input and said she has good direction.

PROPERTIES INSIDE AND OUTSIDE CITY LIMITS OF COLUMBIA

Mr. Morani and Mr. Smith brought attention to the Committee that there is nothing in the City's Municipal Code to deal with properties located inside and outside the city limits of Columbia with regard to water and sewer tap ins, streets, curb and gutter, infrastructure, annexing, etc. when water and sewer is requested. Mr. Morani said there is a single piece of property on Eckert Lane for sale which is requesting water. This property is located inside the city limits of Columbia. There is a question about what the owner is responsible for with regard to improving roadway infrastructure. Mr. Morani also said there are properties that are not contiguous to the City that want City water and are not within the city limits of Columbia. An example is the Columbia Quarry Road property where a new home is being built and is requesting City water and somehow 200 feet of the waterline was already installed by the property owner. Mr. Smith said he is in contact with the property owner. The question is should they be required to sign an annexation agreement to get City utilities or be required to upgrade roads to City standards, etc. Mr. Morani said this type of example will have to be done on a case by case basis. He noted that an annexation agreement lasts 20 years. Mr. Smith said he wants to be consistent and these matters have been done a few different ways in the past. Chairman Niemietz inquired how other municipalities handle these situations.

After discussion, it was the consensus of the Committee for Mr. Morani and Mr. Smith to develop a solution and bring it back to the Committee.

IX. SONGS4SOLDIERS UPDATE

Chief of Police Jerry Paul and Deputy Chief Jason Donjon presented an update to the Committee on the approaching Songs4Soldiers event on Friday, September 22, and Saturday, September 23.

Items covered were the proposed attendance, possible protestors, parking and no parking areas, vehicle parking numbers, intersections, and after concert traffic. Deputy Chief Donjon said the Police Department Command Center will be located in the circle drive in Bolm-Schuhkraft Park and there will be no parking on the streets inside the park. City Clerk and Director of EMA Wes Hoeffken said the City of Columbia and the Monroe

County EMA will be in attendance as well. Chairman Niemietz pointed out the park is closed to regular activities for this event.

X. OTHER ITEMS TO BE CONSIDERED

A. Emergency Warning Sirens Update

Director of EMA Wes Hoeffken updated the Committee on the new emergency warning sirens. Mr. Hoeffken said there are five sirens to be installed, but the problem is that the company, Outdoor Warning Systems, has 16 other emergency warning sirens to install in St. Louis. He also said Ameren Illinois trucks are not available due to the recent hurricanes in the South. He said he will possibly get Monroe County Electric Co-Op to do the installation. He noted this has been a long process.

B. Leaf Removal

Mr. Morani and Mr. Smith were discussing the upcoming leaf removal program. Mr. Morani said they have been speaking to Horner and Shifrin about a GIS module the leaf removal driver will use to indicate where the leaves have been removed. Mr. Morani said the module, which will cost \$3,000, can be displayed in real time. Mr. Smith said it will be easier to track where the leaves have already been removed. Mr. Morani said the Clerk's Office will be able to see if the driver has been to the property or not and also said it keeps everyone accountable. Alderman Holtkamp said this is money well-spent.

XI. CITIZEN COMMENTS

There were no citizen comments.

XII. EXECUTIVE SESSION – 5 ILCS 120/2(c)

Chairman Niemietz asked if there was a need to go into Executive Session. There was none.

XIII. ADJOURNMENT

MOTION:

It was moved by Alderman Agne and seconded by Alderman Ebersohl to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, September 11, 2017 at 10:10 P.M. Upon voice vote, Chairman Niemietz and Aldermen Ebersohl, Agne, Roessler, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

Minutes taken by:

Mary Ellen Niemietz
Chairman Mary Ellen Niemietz
Committee of the Whole

Donna Mehaffey
Donna Mehaffey, Deputy Clerk