

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF  
THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
APRIL 9, 2018 IN THE COUNCIL ROOM OF CITY HALL**

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**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: Committee Members - Chairman Ebersohl and Aldermen Agne (absent from 7:00 P.M. to 7:02 P.M.), 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, Accounting Manager Linda Sharp, Director of EMA Wes Hoeffken, City Engineer Chris Smith, Director of Community Development Emily Fultz, Building Official Justin Osterhage, Police Chief Jerry Paul, Deputy Chief of Police Jason Donjon, EMS Chief Kim Lamprecht, and Deputy Clerk Donna Mehaffey.

Guests: Mr. Mark Scoggins, President of the Oerter Foundation, Mr. Art Hayhurst of FGM Architects, Mr. Fred Wehrenberg, Mr. Mike Harrington, and Ms. Noel Madrid of the Columbia Lakes Subdivision Phase I HOA, Mr. Don Carrington of the First Baptist Church Columbia and Mr. Kevin Jokisch of Feet Fleet Race Productions (First Baptist Church 5K Run Special Event), Ms. Jessica Rachell, (Variance - Mural for 235 North Main Street), Mr. and Mrs. Larry Godare of 506 Westpark Drive (Variance), and Ms. Taylor Gonzalez of 117 West Locust Street - Three Tails Parlor and Pantry (Special Use Permit),

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Approval of Minutes from the March 26, 2018 Committee of the Whole Meeting; (2) Oerter Foundation Donation for Veterans Memorial; (3) First Baptist Church 5K Run Special Event; (4) Application for Variance - Jessica Rachell (235 North Main Street); (5) Application for Variance - Larry Godare (506 Westpark Drive); (6) Special Use Permit Application - Three Tails Parlor and Pantry (117 West Locust Street); (7) Route 3

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Traffic / Safety; (8) FY 2018-2019 Budget; (9) Other Items to be Considered; (10) Citizen Comments; and (11) Executive Session – 5 ILCS 120/2(c)

## **II. APPROVAL OF MINUTES FROM THE MARCH 26, 2018 COMMITTEE OF THE WHOLE MEETING**

The minutes from the March 26, 2018 Committee of the Whole committee meeting were submitted for approval.

### **MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Reis, to approve the minutes from the March 26, 2018 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Niemietz, Huch, Reis, Holtkamp and Martens voted yea. Alderman Agne was absent. **MOTION CARRIED.**

## **III. OERTER FOUNDATION DONATION FOR VETERANS MEMORIAL**

Director of Community Development Emily Fultz introduced the Oerter Foundation Donation for Veterans Memorial and said the Play Commission Board had considered it previously and was voted upon favorably by them. She turned the meeting over to Mr. Mark Scoggins, President of the Oerter Foundation, and he introduced the architect for the renovation and upgrade of the project, Mr. Art Hayhurst of FGM Architects. Mr. Hayhurst referenced the two photos of plans. An area around the existing memorial will be added with concrete for flag poles, flags and lights so each division of the military will have a flag and pole. The U.S. flag and pole will be centered in front. The U.S. flag pole will be silver and the others will be gold. There are two dedication benches planned for each side of the memorial. The City of Columbia has already provided one and the other will come from Mr. Floyd Crowder.

It was the consensus of the Committee to move forward with the Oerter Foundation Donation for upgrade and renovation of the Veterans Memorial for formal consideration at the next City Council meeting on April 16.

## **IV. CITIZEN COMMENTS**

### **A. COLUMBIA LAKES SUBDIVISION PHASE I HOA**

The Columbia Lakes Subdivision Phase I Homeowners Association (HOA) (Mr. Fred Wehrenberg, Mr. Mike Harrington and Ms. Noel Madrid) were in attendance to voice their concerns with the Committee of the area around the water tank area and hillside and who is responsible for maintaining this area. Mr. Wehrenberg said the City has been

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mowing the area in question for the last ten years. There were also concerns about the HOA not being notified of the new development around the water tank area. It was noted the City of Columbia only owns the area of property around the water tank and not the hillside and Alderman Martens inquired if the Columbia Lakes Subdivision Phase I HOA was certain it was the City of Columbia that had cut the trees down on the hillside.

Mr. Morani stated that it was his understanding the City had been mowing part of the hillside but while they were examining plans for the new develop it was determined the City was mowing private property. That is why the City stopped maintaining this area.

After discussion, Alderman Niemietz stated the City needs to look at the facts before the discussion goes any further and research the HOA's concerns.

It was the consensus of the Committee to table this item until more information can be obtained regarding their concerns. The representatives from the Columbia Lakes Subdivision Phase I HOA thanked the City for their time.

#### **V. FIRST BAPTIST CHURCH 5K RUN SPECIAL EVENT**

The Special Event Permit Application for the First Baptist Church of Columbia 5K Color Run and One Mile Fun Walk to be held on Saturday, April 28, 2018 was presented to the Committee for review by Ms. Fultz. She turned the meeting over to Mr. Don Carrington of the First Baptist Church to explain the event. Mr. Kevin Jokisch of Feet Fleet Race Productions was also in attendance to support the event. The 5K Color Run and One Mile Fun Walk will be part of the Spring Fest event at the church. The 5K Color Run will begin at 8:30 a.m. from the church parking lot and the route will be less than .2 tenths of a mile on Valmeyer Road and will then go through the residential neighborhoods of Bradington Drive, Forest View Drive, Westpark Drive, and Hickory Lane and back to the church parking lot. A Columbia police officer will be stationed at the intersection of the church driveway and Valmeyer Road plus cones will be used on Valmeyer Road for running lanes, added safety with volunteer help, a lead safety vehicle and a sweeper vehicle to assure all runners complete the event safe and sound.

Before all safety measures were explained, Alderman Reis voiced concerns of safety since part of the run will take place on Valmeyer Road.

Mayor Hutchinson entertained a motion be made for this new special event for the First Baptist Church.

**MOTION:**

A motion was made by Alderman Holtkamp and seconded by Alderman Martens, to recommend to the City Council the approval of the Special Event Permit Application for the First Baptist Church of Columbia 5K Color Run and One Mile Fun Walk to be held on Saturday, April 28, 2018 . Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

**VI.**

**APPLICATION FOR VARIANCE - JESSICA RACHELL (235 N. MAIN ST.)**

Ms. Fultz introduced Ms. Jessica Rachell to answer any questions or concerns of the Committee about the proposed mural to be painted on the side of the building at 235 North Main Street.

Ms. Rachell is requesting a sign variance from Section 15.44.070 (Selected Definitions) and 15.44.100 (Sign Area Allowance). She is requesting to install an 80 square foot sign at 235 North Main Street and is located in a C-2 (General Business District). A Street Graphics Advisory Committee public hearing and regular meeting was held on March 8, 2018 and the Committee members voted unanimously 4 to 0 to approve and is requesting City Council recommendation.

Ms. Rachell explained to the Committee how she would complete the straight lines for the mural by using chalk lines before painting. There were two pictures of the proposed mural showing all of the colors to be used; one showing how it would look with all the colors and the other showing how it would look on the building. Aldermen Reis and Agne were satisfied with the pictures of the proposed mural and Alderman Niemietz thanked Ms. Rachell for the clarification.

It was the consensus of the Committee to recommend to the City Council for consideration the approval of the Sign Variance Request for the proposed mural at 235 North Main Street requested by Ms. Jessica Rachell for the next City Council meeting on April 16.

**VII.**

**APPLICATION FOR VARIANCE - LARRY GODARE (506 WESTPARK DR.)**

Building Official Justin Osterhage reported to the Committee that Mr. Larry Godare of 506 Westpark Drive is requesting a variance from Section 17.20.050(A) of the Columbia Municipal Code and the Final Subdivision Plat of Meadow Ridge No. 3 to encroach into the forty (40) foot front yard required by Section 17.20.050 (A) "Yard Areas" of the Columbia Municipal Code and to encroach into the thirty (30) foot established building line of Meadow Ridge No. 3 Final Subdivision Plat for the construction of an addition to the primary structure with an established building setback of twenty-two (22) feet from

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the property line that fronts Meadowview Lane. The property is located in an R-5 (One Family Dwelling) Zoned District. At the March 28, 2018 Zoning Board of Appeals public hearing, the board voted unanimously 4 to 0 to accept and is recommending City Council approval. Mr. and Mrs. Larry Godare were in attendance if there were any questions or concerns.

It was the consensus of the Committee to recommend to the City Council that the variance for Mr. Larry Godare at 506 Westpark Drive be considered for approval at the next City Council meeting.

#### **VIII. SPECIAL USE PERMIT APPLICATION - THREE TAILS PARLOR AND PANTRY (117 W. LOCUST ST.)**

Building Official Justin Osterhage reported to the Committee that Ms. Taylor Gonzalez is requesting a special use permit from Section 17.28.010 (B) (#21) "Uses permitted only by special use permit" of the Columbia Municipal Code. Ms. Gonzalez wishes to have a Pet Grooming Business - Three Tails Parlor and Pantry at 117 W. Locust Street and is located in a C-2 (General Business District) Zoning District. At the April 4, 2018 Zoning Board of Appeals public hearing, the board voted unanimously 4 to 0 to accept and is recommending City Council approval. Mr. Osterhage noted the transcript of the public hearing has not been completed. Per Alderman Niemietz's inquiry, there were only questions of parking and pet boarding at the hearing. There will be no pet boarding per Ms. Gonzalez who was in attendance.

It was the consensus of the Committee to recommend to the City Council for consideration the Special Use Permit for Three Tails Parlor and Pantry at 117 West Locust Street for a Pet Grooming Business.

#### **IX. ROUTE 3 TRAFFIC / SAFETY**

Police Chief Jerry Paul reported to the Committee on the Route 3 Traffic / Safety and referenced the handout for the meeting. He stated that he had met with the Street Committee members: Alderman Gene Ebersohl, City Engineer Chris Smith, and City Administrator James Morani. With suggestions from the group, Citizens Demanding Change on Illinois Route 3, and the Street Committee, he created an Illinois State Route 3 Columbia Corridor Action Plan with seven (7) items to be submitted to the Illinois Department of Transportation (IDOT).

A. Lack of Enforcement Areas for Police Vehicles and Officer Safety Concerns

Concrete turnarounds are needed on Route 3 so Police Officers can turn their vehicles around to seize violators. They are also asking for bump outs on the side of the highway for the officer and the violator so they are not blocking traffic and for safety, especially during heavy traffic times.

B. Signal Coordination and Timing Study

This is called a SCAT study and is a timing of the traffic lights and will detect if they are properly synchronized through the whole Route 3 corridor with regard to school zones and rush hour traffic. This is a study that is completed by an outside unbiased engineering firm.

C. Staggering of Stop Lines at City Cross Streets

Staggering the stop lines at City cross streets at Route 3 would result in no vehicle obstruction at the cross streets. It was noted by Mr. Smith that all intersections should have an Intersection Design Study (IDS) which will indicate where the stop line should be located. An example was the stop line should be moved back on the straight/right turn lane from Veterans Parkway at the high school onto Route 3 so that vehicles driving straight across Route 3 on Veterans Parkway will not have their view blocked by vehicles making a left turn.

D. Double Turn Lanes at Veterans Parkway near McDonald's

The Veterans Parkway lane that goes straight across from McDonald's to the high school could be changed to a left turn lane and a straight lane. A driver could either go straight or make a left turn. That change would make another left turn lane onto the far right lane of going north on Route 3. This potential change could also help with the exiting of McDonald's when Veterans Parkway gets backed up.

E. Distracted Drivers Devices

This could be a flashing yellow light to show the signal light intersection is near, a rumble strip on the pavement or a countdown timer sign overhead for the warning of the upcoming intersection.

F. Additional Speed Limit Signage

Currently, the speed limit signage is white and black on Route 3. New signage would add yellow and black to give it emphasis of the speed limit signage to make them more noticeable.

G. Protected Green / Flashing Yellow

Chief Paul said this type of signal light is the most expensive item being proposed and would like all Route 3 intersections to be protected green. The only one that is protected green in the City is at Bottom Avenue. Another example of this is the left turn signal on Route 3 turning on to Market Street in Waterloo. The turning lane had to be extended back and the reason for that was the light was made a protected green so turns can only be made on the green arrow. When this is done, it is made a protected signal and it backs the traffic up so longer turn lanes are needed. A flashing yellow left turn arrow could be a short-term solution while the protected green is being programmed.

Chief Paul said the next step will be for Mr. Morani to reach out to the director of Region 8 at IDOT to set up a meeting.

Alderman Martens suggested that before the South Main Street signal light, going north on Route 3 from Waterloo, to place the lower speed limit of 45 MPH back farther on Route 3 to Route 158 as the speed limit changes from 55 MPH to 45 MPH very soon. Doing this may result in slowing down sooner at this signal light. Alderman Reis added there is also the merge from Route 158 onto Route 3 where merging has to occur and a higher speed to merge may be a factor. Alderman Reis agreed with Alderman Martens to move the 45 MPH speed limit sign back farther to Route 158. Chief Paul and Mr. Morani said this item could also be discussed with IDOT.

It was the consensus of the Committee to move forward with the Illinois State Route 3 Columbia Corridor Action Plan.

**X. FY 2018-2019 BUDGET**

Accounting Manager Linda Sharp stated the FY 2018-2019 Draft Budget was posted for public view on April 5. The draft budget from the March 26<sup>th</sup> Committee Meeting was changed slightly. The posted budget draft increased from \$16,891,824 to \$16,899,324 which is a total budget expense increase of \$7,500. This amount of \$7,500 was added to Fund 104 - the Community Development Budget for additional professional services. Formatting and some verbiage have been corrected. Minor increases have been made to

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the EMS Department for some late quotes and for transferring radio equipment from the old ambulance to a new ambulance for approximately \$8,400. In DOPW, there will be a slight increase in the street and water for \$5,000 for message board trailers which will be used to notify the public of construction projects, boil orders, etc. The City used to rent these signs and it just made sense to buy our own. The proposed fee ordinance has some changes from the last Committee meeting. The \$7.75 yard sale permit fee will be eliminated, but residents will still be required to get a permit for their sale for compliance purposes. Alderman Niemietz stated the reason the yard sale permits came about was residents were having one every week. Mr. Morani said the residents can only have three yard sales per calendar year per the City Code. They just won't have to pay for the permit any longer. The Building Official recommended the electrical inspection rough in fee, electrical inspection service entrance fee and electrical inspection final inspection fee be increased from \$50 to \$75.

Mrs. Sharp reminded the Committee that the FY 2018-2019 Budget Public Hearing will be on Monday, April 16 at 6:45 P.M. At the regular Council meeting, the budget ordinance and document will be ready for consideration by the City Council. The fee ordinance and transfer resolutions and a Budget Amendment Ordinance for the current Fiscal Year 2017-2018 will also be ready for consideration. There will be two transfer resolutions. The amount of \$300,000 will be transferred from the Capital Development Fund to the General Fund and has been done the past five (5) years. The budgeted amount is \$375,000, but are only transferring \$300,000. The amount of \$50,000 will be transferred from the Garbage Fund to the General Fund. The salary ordinance will be ready for consideration at the May 7<sup>th</sup> Council Meeting.

Mr. Morani informed the Committee that they revised the Capital Development Revenue Accounts for clarification per Alderman Niemietz's inquiry from the last Committee meeting. Also, Mr. Morani added that he just found out today that the City's health insurance will be 3% more than budgeted which is spread out over multiple funds and will be a slight change to the proposed budget.

Mrs. Sharp turned the meeting over to Chief Paul to discuss some additional expense that may be incurred. Chief Paul asked the Committee to add funds to the proposed FY 2018-2019 budget to add a 17<sup>th</sup> police officer. The new officer will be a traffic officer only for the Route 3 corridor and other areas that will possibly be added at a later time. Chief Paul pointed out the adding of another officer was discussed before the fatal crash on the Route 3 corridor but it was originally decided to wait until next year's budget. However, management has recently determined it is a more pressing need. Adding another officer will get the Police Department to the level that it was in 2008. Mr. Morani reminded the Committee that one of the current police officers is on a state task force. The part-time police officer for the park would still be hired in addition to a full-time police officer, per

Alderman Holtkamp's inquiry. Chief Paul clarified once the new full-time officer is hired, a current officer will take over the traffic officer duties.

It was the consensus of the Committee to move forward with adding a 17<sup>th</sup> police officer to the Columbia Police Department. Staff will make the revisions to the FY 2018-2019 proposed budget.

**XI. OTHER ITEMS TO BE CONSIDERED**

A. Outdoor Warning Sirens Update

Director of EMA Wes Hoeffken gave a brief update regarding the Outdoor Warning Sirens. He also informed the Committee he will make his Outdoor Warning Sirens presentation at the next City Council Meeting on April 16.

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

Chairman Ebersohl inquired if there was a need to go into Executive Session. There was none.

**XIII. ADJOURNMENT**

**MOTION:**

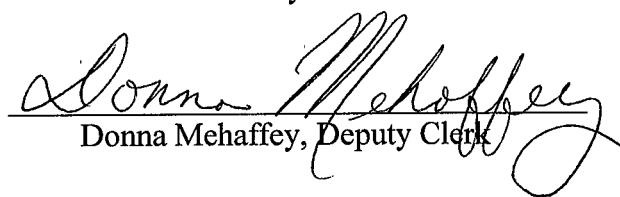
It was moved by Alderman Huch and seconded by Alderman Reis to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, April 9, 2018 at 8:04 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Huch, Reis, Holtkamp and Martens voted yea.

**MOTION CARRIED.**

Minutes taken by:



Chairman Gene Ebersohl  
Committee of the Whole



Donna Mehaffey, Deputy Clerk