

**NOTICE OF & AGENDA FOR
CITY OF COLUMBIA, ILLINOIS
COMMITTEE MEETINGS TO BE HELD ON
MONDAY, JUNE 14, 2010
AT COLUMBIA CITY HALL
208 S. RAPP AVENUE
COLUMBIA, ILLINOIS**

7:00 PM - Committee of the Whole

1. City attorney appointment discussion
2. Grant application(s) processing and submittal discussion
3. Cell tower leases discussion
4. Other items to be considered or discussed

7:15 PM - Personnel & License, Insurance Claims, CEMA and Contracts (Joint Committee Meeting)

1. Health insurance premium increases (effective 07/01/10) - review, analysis and discussion
2. Other items to be considered or discussed

7:30 PM - Parks, Playgrounds and Recreation

1. Proposed Park Use Permit Application discussion
2. Executive Session
 - a) Discussion to consider the purchase of specific parcel(s) of real estate, including review of a proposed Open Space Land Acquisition & Development (OSLAD) Grant application (a possible funding source)
 - b) Discussion to consider the lease of specific parcel(s) of real estate.
3. Other items to be considered or discussed

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
JUNE 14, 2010 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 7:04 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Row, Hejna, Oberkfell, Stumpf and Roessler and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, Accounting Manager Linda Sharp, Director of Community and Economic Development Paul Ellis and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Ebersohl stated the purpose of the meeting was to discuss (1) the appointment of a City Attorney; (2) grant application(s) processing and submittal procedures; (3) cell tower lease proposals; and (4) any other items to be considered.

II. CITY ATTORNEY APPOINTMENT

Chairman Ebersohl called upon Mayor Hutchinson, who informed the Committee that all local law firms had been contacted after the May 24th Committee of the Whole meeting, and that two (2) of the local firms had recently submitted information pertaining to this subject: (1) the firm of Crowder & Scoggins submitted supplemental information containing an additional fee option in the form of an Annual Retainer (along with an hourly fee for routine work not covered by the retainer amount), as well as fees to be charged for legal services not normally associated with the daily management of the city; and (2) the firm of Stumpf & Gutknecht submitted its initial response to the Legal RFQ. A brief discussion was then held in which the Committee Members were allowed to make comments, ask questions and express their opinions. At the end of the discussion the Mayor stated that he planned to review all RFQs (including supplemental information) submitted and make his recommendation to the Council.

III. GRANT APPLICATION(S) PROCESSING AND SUBMITTAL DISCUSSION

Chairman Ebersohl made opening remarks. Mayor Hutchinson then reminded the Committee Members that, pursuant to prior action taken by the City Council, grant applications were to be approved by the council prior to submittal; he also commented on the short time frames the City sometimes receives to compile and submit a grant application and recommended that the Department Heads be given authority to compile the necessary information and submit grant applications without prior council approval, as long the applications were coordinated with the City Administrator and/or Director of Community and Economic Development, and the council was notified upon submittal of the grant application. A general discussion was then held in which all in attendance were able to make comments, which included: (i) many times matching funds are required to receive grant proceeds and/or the property(ies) purchased with grant funding require(s) future expenditure(s) of City funds; and (ii) whether or not there should be a maximum time frame for council notification upon submittal of a grant application (i.e., within a certain number of days of submittal). Both City Administrator Hudzik and Director of Community and Economic Development Ellis stated that if greater grant application authority is approved, they plan to continue to keep the council informed on grant applications that are being considered/worked on prior to submittal of the application(s), as well as obtain prior council approval as long as the filing deadline of the grant application process allows that to occur..

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Agne to recommend to the City Council that approval be given to allow the City's Department Heads to apply for grants without prior approval of the City Council, provided the completion and submittal of said grant applications are coordinated with the City Administrator and/or Director of Community and Economic Development, and the City Council is notified upon grant application submittal. Chairman Ebersohl and Aldermen Agne, Niemietz, Row and Roessler voted yea. Aldermen Hejna, Oberkfell and Stumpf voted nay.

MOTION CARRIED.

IV. CELL TOWER LEASE DISCUSSION

Chairman Ebersohl called upon City Administrator Hudzik to address the Committee on this issue. Hudzik (a) reviewed the correspondence received from Crown Castle wherein the company proposed paying a discounted amount over five (5) years for a perpetual easement on the land on which their cell tower is located; and (b) recommended the City not entertain said proposal since the dollar value of the offer was so much less than the rent that may be collected pursuant to the current lease. It was the general consensus of the Committee that Hudzik notify Crown Castle that the City has no interest in their proposal. Hudzik also reviewed the proposal submitted by Janet McKinley, Lease Consultant with Blackdot Wireless, on behalf of AT&T Mobility to extend their lease

Committee of the Whole Meeting
June 14, 2010

Page 2 of 3

Memo from City Administrator Al Hudzik re: legal services RFQs (1 page)
Analysis of Legal RFQ Submissions (from May/June, 2009 and revised 05/20/10 &/6/11/2010) (1 page)
Crowder & Scoggins correspondence dated 06/07/2010 (3 pages)
Stumpf & Gutknecht, P.C., correspondence dated 06/03/2010 (10 pages)
Crown Castle letter dated 03/24/2010 and cell tower lease information (2 pages)
AT&T Mobility cell tower lease extension term sheet and lease information (2 pages)

agreement upon its termination (April 6, 2014) for an additional twenty (20) year period (five (5) year term and three (3) – five (5) year options) with changes occurring in the lease payment schedule every five (5) years. He recommended that Dan Vogel, the City's telecommunications attorney, be consulted on this issue. A brief discussion then was held pertaining to the terms of the current AT&T Mobility lease vs. the terms of the proposed lease extension vs. dollar amounts being received on the City's other leases pertaining to cell towers.

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Hejna to recommend to the City Council that the City employ Dan Vogel, attorney with the firm of Cunningham, Vogel & Rost, as counsel to help negotiate the extension/renewal of the lease on the AT&T Mobility cell tower facility. Chairman Ebersohl and Aldermen Agne, Niemietz, Row, Hejna, Oberkfell, Stumpf and Roessler voted yea. **MOTION CARRIED.**

V. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

VI. ADJOURNMENT

MOTION:

It was moved by Alderman Agne and seconded by Alderman Niemietz to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, June 14, 2010 at 7:35 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Row, Hejna, Niemietz, Oberkfell, Stumpf and Roessler voted yea. **MOTION CARRIED.**



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE JOINT COMMITTEE MEETING OF THE PERSONNEL
COMMITTEE AND LICENSE, INSURANCE CLAIMS, CEMA AND
CONTRACTS COMMITTEE OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, JUNE 14, 2010 IN THE COUNCIL
ROOM OF CITY HALL**

I. CALL TO ORDER

License, Insurance Claims, CEMA and Contracts Committee Chairman Roessler called the Joint Committee Meeting of the Personnel Committee and the License, Insurance Claims, CEMA and Contracts Committee of the City Council of the City of Columbia, Illinois to order at 7:35 p.m.

Upon Roll Call, the following members were:

Present: Chairmen Roessler and Niemietz and Aldermen Ebersohl, Hejna, Oberkfell, and Stumpf.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne and Row.

Administrative Staff Present: City Administrator Al Hudzik, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Since it was Flag Day, all in attendance recited the Pledge of Allegiance.

Chairman Roessler stated the meeting was called to discuss the health insurance premium increases and any other items to be considered.

II. HEALTH INSURANCE PREMIUM INCREASES (EFFECTIVE JULY 1st)

Chairman Roessler asked City Administrator Hudzik to address the Committees on this issue. Hudzik reviewed correspondence (previously distributed to the Committee Members) he received from the Steelworkers Health and Welfare Fund (A) pertaining to the premium rate increases, effective July 1, 2010; and (B) addressing the amount of the rate increases occurring last year (written as a response to the City's inquiry concerning the large amount of the rate increases on July 1, 2009); he also reviewed the Worksheet entitled "Comparison of Monthly Medical/Prescription Drug Premiums July 1, 2008 – June 30, 2010 (& as Increased 07/01/10 – 06/30/11), which worksheet contained figures detailing (i) monthly/annual health insurance premiums showing increases approximating

11.8% last year (effective July 1, 2009) and 14.6% this year (effective July 1, 2010); and (ii) the City's portion of premiums, effective July 1, 2010, shown as: (a) an "Annual % Increase based on various salary levels"; and (b) a "% of salary" based on various salary levels. A general discussion was then held pertaining to the large percentage and dollar amount increases the City has incurred in the last two (2) years in its employees' health insurance premiums.

MOTION:

It was moved by Alderman Stumpf and seconded by Alderman Hejna to recommend to the City Council that City Administrator Hudzik compile the necessary information and advertise for bids for the City's health insurance benefits (based upon the current plan's benefits). Chairmen Roessler and Niemietz and Aldermen Ebersohl, Hejna, Oberfell and Stumpf voted yea. **MOTION CARRIED.**

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Stumpf and seconded by Alderman Oberfell to adjourn the Joint Committee Meeting of the Personnel Committee and the License, Insurance Claims, CEMA and Contracts Committee held Monday, June 14, 2010 at 7:50 p.m. Upon Roll Call vote, Chairmen Roessler and Niemietz and Aldermen Ebersohl, Hejna, Oberfell and Stumpf voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman

LICENSE, INSURANCE CLAIMS, CEMA and CONTRACTS COMMITTEE



MARY ELLEN NIEMIETZ, Chairman
PERSONNEL COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE PARKS, PLAYGROUNDS AND RECREATION
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, JUNE 14, 2010 IN THE COUNCIL
ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Mary Ellen Niemietz called the Parks, Playgrounds and Recreation Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:50 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Row, Hejna, Oberkfell and Roessler.

Administrative Staff Present: City Administrator Al Hudzik, Director of Community and Economic Development Paul Ellis, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Representatives of Columbia's Play Commission, Sharon Redinger and John Traube.

Chairman Niemietz stated the purpose of the meeting was to (a) review a proposed park use permit application; (b) consider the purchase of specific parcel(s) of real estate, including a review of a proposed Open Space Land Acquisition & Development (OSLAD) grant application (in Executive Session); (c) consider the lease of specific parcel(s) of real estate (in Executive Session); and (d) any other items to be considered.

II. PROPOSED PARK USE PERMIT APPLICATION

Chairman Niemietz called upon Director of Community and Economic Development Ellis to address the Committee on this issue. Mr. Ellis reviewed his MEMO of June 4, 2010 pertaining to this issue and touched upon the six (6) items listed in the MEMO. A general discussion was held during Mr. Ellis' presentation wherein all in attendance (including the Play Commission representatives Sharon Redinger and John Traube, who advised the Committee Members on the thoughts of the Play Commission Members in recommending changes to the current Park Use Permit Application) were able to make comments, ask questions and express their opinions. Various items were discussed, including (i) the cost for each block of time a pavilion may be reserved; (ii) the number of hours each block of time should contain; (iii) the logistics involved in posting the name(s) and time block(s) of the individuals reserving a pavilion, and assuring they clean

the area and leave at the proper time, especially if the pavilion is reserved on the same day at a different time; (iv) the inclusion of language on the application notifying the party reserving the pavilion that their block of time includes the time necessary for the pavilion to be cleaned; (v) the effective date to begin use of the new application and the changes it contains; (vi) the application's applicability to all pavilions at the City's parks; and (vii) whether consideration should be given to allowing the bandstand at Metter Park to be rented, and if so, the rules and policies to be put in place. It was the general consensus of the Committee that the Play Commission continue their work on the Proposed Park Use Permit Application, Special Events Permit Application and other permits they feel may be needed to help formalize the process of managing park usage in the City.

III. EXECUTIVE SESSION

MOTION – EXECUTIVE SESSION

It was moved by Alderman Ebersohl and seconded by Alderman Agne to go into Executive Session at 8:35 p.m. to consider (a) the purchase of specific parcel(s) of real estate, including the review of an OSLAD Grant application; and (b) the lease of specific parcel(s) of real estate. Chairman Niemietz and Aldermen Ebersohl, Agne and Stumpf voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Ebersohl and seconded by Alderman Agne to return to the Regular Session of the Parks, Playgrounds and Recreation Committee Meeting at 9:09 p.m. Upon Roll Call vote, Chairman Niemietz and Aldermen Ebersohl, Agne and Stumpf voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Parks, Playgrounds and Recreation Committee Meeting, the following Committee Members were present: Chairman Niemietz and Aldermen Ebersohl, Agne and Stumpf. Other Council Members present: Mayor Hutchinson and Aldermen Row, Hejna, Oberkfell and Roessler.

Chairman Niemietz asked if there was any action to be taken as a result of the Executive Session of the Parks, Playgrounds and Recreation Committee. There was none.

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

Alderman Ebersohl asked for an update on the proposed Coleman Memorial. Chairman Niemietz reported that the plans are currently being redesigned in the form of a pavilion and that no location has yet been selected for the memorial. Once the plans are redesigned, they will be presented to the Play Commission for their review and recommendation to the Council. A general discussion was held including (a) the approximate amount of funds raised to construct the Coleman Memorial; (b) possible location(s) of the memorial pavilion; and (c) the size of the memorial pavilion.

V. ADJOURNMENT

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Stumpf to adjourn the Parks, Playgrounds and Recreation Committee Meeting held Monday, June 14, 2010 at 9:20 p.m. Upon Roll Call Vote, Chairman Niemietz and Aldermen Ebersohl, Agne and Stumpf voted yea. **MOTION CARRIED.**

Mary Ellen Niemietz
MARY EILEN NIEMIETZ, Chairman
PARKS, PLAYGROUNDS AND RECREATION COMMITTEE

Minutes Taken by:

Sandra Garner
SANDRA GARMER, Accounting/Clerical Assistant