

NOTICE OF & AGENDA FOR  
CITY OF COLUMBIA, ILLINOIS  
COMMITTEE MEETINGS TO BE HELD ON  
MONDAY, OCTOBER 25, 2010  
AT COLUMBIA CITY HALL  
208 S. RAPP AVENUE  
COLUMBIA, ILLINOIS

**7:00 PM - Finance, Claims, Bonds and Interest**

1. 1st Quarter FYE 04/30/11 Financial Review
2. Presentation/discussion on the assignment of the Hotel and Motel Accommodation Tax Rebate Financing Agreement authorized by Ordinance No. 2571
3. Other items to be considered or discussed

**7:10 PM - Fire Department**

1. Fire District discussion
2. Other items to be considered or discussed

**7:20 PM - Committee of the Whole**

1. Executive Session
  - A. Griffith Reimbursement Agreement Settlement Offer presentation/discussion
2. Other items to be considered or discussed

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST  
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF  
COLUMBIA, ILLINOIS HELD MONDAY, OCTOBER 25, 2010 IN THE  
COUNCIL ROOM OF CITY HALL**

---

**I. CALL TO ORDER**

Chairman Roessler called the Finance, Claims, Bonds and Interest 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 Roessler and Aldermen Ebersohl, Hejna and Stumpf.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Niemietz, Row and Oberkfell.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Building Inspector Alan Holden, Community and Economic Development Director Paul Ellis, Chief of Police and Ambulance Director Joseph Edwards, EMS Director Ken Buss, Fire Chief Mike Roediger, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Roessler stated the purpose of the meeting was (1) to receive 1st Quarter FYE 04/30/11 Financial Review; (2) the Hotel and Motel Accommodation Tax Rebate Financing Assignment presentation/discussion; and (3) for any other items to be considered or discussed.

**II. 1<sup>st</sup> QUARTER FYE 04/30/11 FINANCIAL REVIEW**

Chairman Roessler made opening remarks and called upon Accounting Manager Linda Sharp to present a 1<sup>st</sup> Quarter Budget Review (for the period ended 07/31/2010) as detailed in reports previously distributed to the Committee/Council Members. Linda reviewed two (2) different documents – one of them contained pie charts and bar charts detailing expenditure figures for all city funds (including enterprise funds), as well as some of the revenue figures; the other report contained financial data and compared actual vs. budgeted figures (including whether actual figures were over/(under) the

amounts budgeted) for the 1<sup>st</sup> quarter of the city's current fiscal year for various combined line items of all city funds. Linda provided some detailed information and analysis, and stated that the expenditure totals of all city funds, with the exception of the Control Room (which was slightly over budget due to an additional pay period occurring in the 1<sup>st</sup> quarter), were under budget; additionally, the General Fund subsidized the Ambulance Fund by a larger amount in the 1<sup>st</sup> quarter than in previous years. She also informed the Committee/Council Members of unanticipated revenues the city recently received. City Administrator Al Hudzik then reviewed various tax receipts of the city, and made comments pertaining to the country's/state's/city's overall economic environment. His review included worksheets detailing state income tax and sales tax figures received (to date) for the city's current fiscal year – he presented additional figures and analysis on the sales tax receipts. During the presentations/reviews/analysis given, a discussion (by all in attendance) took place wherein questions were asked and comments were made pertaining to the figures shown and the city's financial condition.

### **III. HOTEL AND MOTEL ACCOMMODATION TAX REBATE ASSIGNMENT PRESENTATION/DISCUSSION**

Community and Economic Development Director Paul Ellis reviewed his Memo to the Committee/Council Members pertaining to the recent sale of the Hampton Inn from Columbia Hospitality Company, LLC to MMCP, LLC, and the possible assignment of the Hotel and Motel Accommodation Tax Rebate Financing Agreement entered into by the City and Columbia Hospitality Company, LLC (pursuant to the passage of Ordinance No. 2571) to the new owner. Paul briefly reviewed the ordinance and agreement and referenced Section 7 entitled "Assignment of Agreement and Tax Benefits", which section allows the assignment of the agreement's tax benefits to MMCP, LLC – he also reviewed a worksheet entitled "Hotel/Motel Tax Collections & Payments", which summarized tax rebate requests vs. payments during the term of the agreement. During Paul's presentation all in attendance were given the opportunity to ask questions and make comments.

#### **MOTION:**

It was moved by Alderman Hejna and seconded by Alderman Stumpf to recommend to the City Council that city staff take the steps necessary to allow Columbia Hospitality Company, LLC to assign the remainder of the Hotel and Motel Accommodation Tax Rebate Financing Agreement benefits (as authorized by Ordinance No. 2571) to MMCP, LLC. Chairman Roessler and Aldermen Ebersohl, Hejna and Stumpf voted yea.

**MOTION CARRIED.** A straw poll was taken: Aldermen Agne, Niemietz, Row and Oberfell voted yea.

### **IV. ADJOURNMENT**

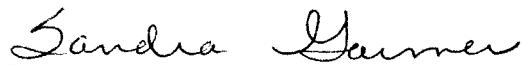
**MOTION:**

It was moved by Alderman Hejna and seconded by Alderman Ebersohl to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, October 25, 2010 at 7:45 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Hejna and Stumpf voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman  
FINANCE, CLAIMS, BONDS AND INTEREST COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE FIRE DEPARTMENT COMMITTEE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
OCTOBER 25, 2010 IN THE COUNCIL ROOM OF CITY HALL**

---

**I. CALL TO ORDER**

Chairman Ebersohl called the Fire Department Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:46 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

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

Administrative Staff Present: City Administrator Al Hudzik, Building Inspector Al Holden, Fire Chief Mike Roediger, Chief of Police and Ambulance Director Joseph Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Columbia Rural Fire Protection District Trustees Scott Harres, Dennis Kleinschmidt and Glenn Stumpf and Columbia Volunteer Fire Department (CVFD) members Rodney Fassel, Joe Callis, Jr., Rob Huebner, T. J. Weik, J. K. Puckett, Matt Schaefer, Kyle Mattingly, Matt Stephens, Andrew Callis and Donald Sutter (CVFD members left for a call a few minutes after the meeting started).

Chairman Ebersohl stated the meeting was called for the purpose of (1) reviewing/discussing data pertaining to the possible formation of a Fire District; and (2) considering any other items to be discussed.

**II. FIRE DISTRICT DISCUSSION**

Chairman Ebersohl made opening remarks and called upon Alderman Mark Roessler to address the Committee on this issue. Alderman Roessler reviewed several pages of a twenty-eight (28) page preliminary analysis containing financial data he had compiled, and which had previously been distributed to the Committee/Council Members. He began by identifying five (5) items of concern pertaining to the formation of a Fire District, which included: (1) How the Fire District Board should be organized (elected vs. appointed trustees and the number of trustees to serve); (2) the likely net property tax effect of forming a Fire District; (3) the proper equitable contribution of assets by the city

Fire Department Committee Meeting  
October 25, 2010

1 of 3

Memo from City Administrator Al Hudzik, re: Fire Department Committee – Fire District discussion information (for the 10/25/10 Committee Meeting) and Attachments (36 pages)

and rural fire district; (4) the projected budget of the Fire District; and (5) how the remaining fire truck bond payments due on the city's 2008 platform truck would be handled. Mark reviewed the figures on several of the pages of his prepared materials as he addressed each of the five (5) items of concern. During his presentation, a general discussion took place (by all in attendance) which included: (i) that five (5) trustees seemed to be the proper number – discussion took place concerning the possibility of starting out (for the first few years) with appointed trustees and then changing over to elected (at large or limiting the number to be elected from the city vs. from the rural area) trustees and how and when the change to elected trustees would be handled; (ii) the possible increase in property taxes to city residents vs. the decrease to rural residents, which would be based upon the projected budget and the economies of scale that would hopefully be achieved by combining into one fire district; (iii) whether the consolidation would be viewed as a 50/50 partnership wherein the city and rural district would contribute equal amounts of assets and how the assets contributed would be valued – or whether differing amounts of assets would be contributed by each vs. treating the consolidation and asset contributions in a totally different manner; (iv) a cash flow analysis pertaining to the projected budget and the revenues the city may continue to receive for building rental and maintenance, dispatching expenses and general overhead, as well as the proper amount to charge for those items; (v) how to deal with the bond indebtedness on the city's 2008 platform truck (whether the city should be totally responsible for the indebtedness, whether the fire district would contribute to the bond payments (and if so, how much) or whether other arrangements would be considered/made pertaining to this issue); and (vi) that a referendum would have to be held in the city for the consolidated district to be formed. Many different ideas were exchanged during the discussion pertaining to each of the issues addressed, including how other local fire protection districts were formed, whether one or more full time employees would be needed and whether a new charter and by-laws was necessary. City Administrator Hudzik and Accounting Manager Sharp informed those in attendance that they had not yet had a chance to review all of the figures presented in the analysis and planned to do so in the near future – comments were made that action would have to be taken in the near future in order to place the fire district referendum on the April, 2011 election ballot.

It was the general consensus of the Committee/Council Members that additional analysis be done by city staff and that this issue be addressed again in the near future.

### **III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

None.

### **IV. ADJOURNMENT**

#### **MOTION:**

It was moved by Alderman Agne and seconded by Alderman Roessler to adjourn the Fire Department Committee Meeting of the City Council of the City of Columbia held

Fire Department Committee Meeting  
October 25, 2010

2 of 3

Memo from City Administrator Al Hudzik, re: Fire Department Committee – Fire District discussion information (for the 10/25/10 Committee Meeting) and Attachments (36 pages)

Monday, October 25, at 9:25 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Stumpf and Roessler voted yea. **MOTION CARRIED.**

Gene Ebersohl  
GENE EBERSOHL, Chairman  
FIRE DEPARTMENT COMMITTEE

Minutes taken by:

Sandra Garmer  
SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
OCTOBER 25, 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 9:35 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, Chief of Police and Ambulance Director Joseph Edwards and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Ebersohl stated the purpose of the meeting was to discuss (1) the Aaron Griffith Reimbursement Agreement settlement offer; and (2) any other items to be considered.

**II. AARON GRIFFITH REIMBURSEMENT AGREEMENT SETTLEMENT OFFER  
DISCUSSION**

Chairman Ebersohl requested that City Administrator Hudzik address the Committee on this issue. Hudzik began by informing the Committee of the authority granted to the City Administrator, the Chief of Police and the City Attorney to enforce the terms of the Reimbursement Agreement by reviewing the general duties and responsibilities of those positions as contained in various sections of the City's Municipal Code (pursuant to ordinances passed by the council approving of the duties of those positions) – he also indicated no updates had been given to the council in this matter because in his opinion there had been nothing to report until the Judge made his ruling. He then reviewed the materials previously distributed to the Committee Members concerning this matter consisting of copies of (1) Ordinance No. 1785; (2) the Reimbursement Agreement signed by Aaron Griffith and financial information pertaining to same; (3) Aaron Griffith's response (May, 2010) re: City's request for reimbursement of expenses pursuant to said Reimbursement Agreement; (4) an e-mail from Attorney Adams re: offer made in June, 2010 by Griffith (through his attorney) to slightly increase his reimbursement offer (made in May, 2010) and described in (3)); (5) Judge Doyle's Order of 10/07/10; and (6) a letter from Timothy Gutknecht (Aaron Griffith's attorney) indicating he would like to have a settlement conference in this matter (in light of the

rulings made by Judge Doyle on 10/07/10). During Hudzik's review he provided detailed information on many of the documents reviewed and offered an explanation of the Judge's ruling. A general discussion was held (by all in attendance) during Hudzik's presentation in which Committee Members asked questions, made comments and expressed opinions including (i) authority to file any legal actions should go through the council; (ii) whether Griffith knew an approximate amount of the expenses he was required to pay to the City pursuant to his signing the Reimbursement Agreement; and (iii) questions about the field training for new officers, who provides the training and what it encompasses – Police Chief Joe Edwards responded to this inquiry and indicated that Aaron Griffith signed the field training policy upon being hired in addition to the Reimbursement Agreement.

### **III. EXECUTIVE SESSION**

Chairman Ebersohl entertained a motion to go into Executive Session to discuss a settlement offer made in the Aaron Griffith Reimbursement Agreement legal action/(pending)litigation.

#### **MOTION – EXECUTIVE SESSION**

It was moved by Alderman Row and seconded by Alderman Agne to go into Executive Session at 9:56 p.m. to discuss a settlement offer made in the Aaron Griffith Reimbursement Agreement legal action/(pending) litigation. Chairman Ebersohl and Aldermen Agne, Niemietz, Row, Hejna, Oberkfell, Stumpf and Roessler voted yea.

#### **MOTION CARRIED.**

#### **MOTION – REGULAR SESSION**

It was moved by Alderman Row and seconded by Alderman Hejna to return to the Regular Session of the Committee of the Whole at 10:23 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Row, Hejna, Oberkfell, Stumpf and Roessler voted yea. **MOTION CARRIED.**

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

Chairman Ebersohl asked if there was any action to be taken as a result of the Executive Session of the Committee of the Whole Meeting.

#### **MOTION:**

It was moved by Alderman Row and seconded by Alderman Hejna to recommend to the City Council that the City accept the Reimbursement Agreement settlement offer made by Aaron Griffith (through his attorney) as recommended by the City Administrator and discussed in the Committee of the Whole Executive Session. Chairman Ebersohl and Aldermen Agne, Niemietz, Row, Hejna, Oberkfell and Stumpf voted yea. Alderman Roessler voted nay. **MOTION CARRIED.**

Another general discussion occurred pertaining to this issue in which comments were made concerning (a) the original expected use of the reimbursed funds (for uniforms); (b) the importance of assuring that all new officers sign the Reimbursement Agreement (since at least one officer in the past had not); and (c) the need to review the Reimbursement Agreement language and change the document(s) to be more specific on the expenses to be reimbursed pursuant to the agreement.

**IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

None.

**V. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Row 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, October 25, 2010 at 10:40 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Row, Hejna, Oberfell, Stumpf and Roessler voted yea.

**MOTION CARRIED.**

Gene Ebersohl

GENE EBERSOHL, Chairman  
COMMITTEE OF THE WHOLE

Minutes taken by:

Sandra Garner  
SANDRA GARMER, Accounting/Clerical Assistant

Albert G. Hudzik  
ALBERT G. HUDZIK, City Administrator