

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
SEPTEMBER 26, 2011 IN THE COUNCIL ROOM OF CITY HALL**

---

**I. CALL TO ORDER**

Acting Chairman Agne (Chairman Ebersohl absent) called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 7:05 p.m.

Upon Roll Call, the following members were:

Present: Aldermen Agne, Niemietz, Huch, Mathews, Piazza and Reis and Mayor Hutchinson.

Absent: Chairman Ebersohl and Alderman Roessler.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, Director of Community and Economic Development Paul Ellis (left at 7:20 p.m.), Attorney John Long with Belshiem and Bruckert, LLC, City Engineer Ron Williams, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Stephen Ibendahl, Sustainability Planner for Southwestern Illinois Resource Conservation & Development (left at 7:20 p.m.), Jim Vogt, an engineer with Heneghan & Associates, representing David Levinson/Clayton Forsyth Realty and Tim Ferrick, representative of the First National Bank of St. Louis, possible financier of the proposed CUPs.

Acting Chairman Agne stated the meeting was called for the purpose of (1) the Columbia – Waterloo Community Planning Area Application presentation/discussion; (2) the Columbia Lakes Area Community Unit Plan (North & South) Cooperation Agreement (s) review/discussion; (3) Monroe County-Columbia Precinct Realignment/City Ward Redistricting update/discussion; (4) Municipal Revenue (various taxes and fees) Audit Proposal presentation/discussion; and (5) any other items to be considered or discussed.

**II. COLUMBIA – WATERLOO COMMUNITY PLANNING AREA APPLICATION  
PRESENTATION/DISCUSSION**

Acting Chairman Agne opened the meeting and called upon Community and Economic Development Director Paul Ellis, who made opening comments and distributed copies of the St. Louis Regional Sustainable Communities newsletter dated September 23, 2011. Paul then introduced Stephen Ibendahl, Sustainability Planner for Southwestern Illinois Resource Conservation and Development to make a presentation to the Committee

Committee of the Whole Meeting  
September 26, 2011

Page 1 of 4

Distribution Item – Sept. 26, 2011 Committee of the Whole Meeting: Columbia-Waterloo CPA Application (and attachments) (5 pages)

Memo from Accounting Manager Linda Sharp re: Azavar Audit Solutions, Inc. (12 pages)

Distribution Item – Sept. 26, 2011 Committee of the Whole Meeting: Coop Agreement for CUPs (6 pages)

Members. Stephen gave a brief background of the Regional Plan for Sustainable Development (RPSD), including the goal of the Plan to create regional and sub-regional plans that help coordinate economic, housing, environment, educational and transportation development. He informed the Committee/Council Members that: (a) the Columbia – Waterloo area has been nominated to be a sub-regional planning area (a “Community Planning Area” (CPA)) and the Columbia-Waterloo CPA application is due on October 7, 2011; a decision on the CPA selections (by the East-West Gateway Council of Governments) is expected in January, 2012; the planning process should begin in mid-2012 and continue for twelve (12) to eighteen (18) months; (b) seventeen (17) CPAs have been nominated, ten (10) in Missouri and seven (7) in Illinois, and he anticipates eight (8) to twelve (12) areas will be designated as CPAs to participate in the planning process; and (c) the planning process is being worked on to include a minimum of one or two public meetings and scenario modeling incorporating future development patterns. During his presentation, Ibendahl responded to questions/comments concerning: (i) the financial commitment requirement to participate as a CPA; (ii) the end product of the CPA, which includes regional data sharing and a final report of the findings from the stakeholders and public; (iii) the definition of sustainability; and (iv) the positive aspect of being nominated to participate as a sub-regional planning area.

After Ibendahl’s presentation, it was the consensus of the Committee Members that Ellis draft a letter of support for the Columbia-Waterloo CPA for presentation at the next Council meeting on October 3. (Ellis and Ibendahl left the meeting at 7:20 p.m. to attend the Plan Commission Meeting)

### **III. MONROE COUNTY-COLUMBIA PRECINCT REALIGNMENT/CITY WARD REDISTRICTING UPDATE/DISCUSSION**

City Administrator Al Hudzik addressed the Committee Members re: the Monroe County-Columbia Precinct Realignment/Ward Redistricting documentation that had previously been distributed to the Committee Members for their review (see June 27, 2011 Committee of the Whole Meeting minutes) – said documents were prepared by Monroe County Clerk Dennis Knobloch as a proposed ward redistricting option for the City. Hudzik stated that at a Special Meeting on June 28, 2011, the Monroe County Board adopted said proposed precinct realignment/ward redistricting boundaries (as Ordinance No. 11-04), and recommended that City Attorney Terry Bruckert draft an ordinance for the council’s consideration concurring with the ward redistricting boundaries as they appear in Monroe County Ordinance No. 11-04. It was the consensus of the Committee Members that such an ordinance be drafted and presented at a future Council Meeting.

### **IV. MUNICIPAL REVENUE (VARIOUS TAXES AND FEES) AUDIT PROPOSAL PRESENTATION/DISCUSSION**

Accounting Manager Linda Sharp addressed the Committee Members and reviewed her Memo of September 23, 2011, re: Azavar Audit Solutions, Inc. (“Azavar”), and its attachments; she also informed them of the success the City of O’Fallon recently experienced by utilizing the services of Azavar. City Administrator Hudzik then

Committee of the Whole Meeting  
September 26, 2011

Page 2 of 4

Distribution Item – Sept. 26, 2011 Committee of the Whole Meeting: Columbia-Waterloo CPA Application (and attachments) (5 pages)

Memo from Accounting Manager Linda Sharp re: Azavar Audit Solutions, Inc. (12 pages)

Distribution Item – Sept. 26, 2011 Committee of the Whole Meeting: Coop Agreement for CUPs (6 pages)

addressed the Committee Members and updated them on a conversation he recently had with O'Fallon's City Administrator on this issue – he recommended that consideration be given to approving of Azavar's "Contingent Fee Professional Services Agreement" (a few minor changes may have to be negotiated), since the contingent fees to be received by Azavar would be reduced by 10%. A general discussion was then held in which it was the consensus of the Committee Members (with all voting in favor in a straw poll) that city staff continue their work on this issue by checking with other agencies that provide similar auditing services to obtain their fee structures.

**V. COLUMBIA LAKES AREA COMMUNITY UNIT PLAN ("CUP") (NORTH & SOUTH ) COOPERATION AGREEMENT(S) REVIEW/DISCUSSION**

(Note: In addition to the individuals listed hereon in I., approximately five (5) members of the public were in attendance.)

City Engineer Ron Williams addressed the Committee Members on this issue and informed them the draft cooperation agreement for the CUPs (previously distributed to the Committee/Council Members) was based on a prior draft of a cooperation agreement from 2005 – he indicated that he had received some suggestions (from Alderman Huch) on items to be included in the cooperation agreement and urged all Committee/Council Members to give consideration to items they feel should be in the final agreement (and to notify him of their suggestions) – he also stated that detailed plans on the CUP developments would supplement the cooperation agreement. A general discussion was then held in which all in attendance (including members of the general public) were given the opportunity to make comments and express their opinions including (i) the cooperation agreement should incorporate appendices (with different requirements for the North and South areas) to include (1) screening/buffering requirements (e.g. fence/tree types and location(s)); (2) construction time frame/phasing requirements; (3) recreational facilities descriptions/criteria (listing planned facilities/equipment); and (4) architectural standards; (ii) consideration of requiring letter(s) of credit or performance bond(s); and (iii) the level of detail to require in the cooperation agreement. City Engineer Williams stated that he would continue working on the cooperation agreement and present an amended version to the Committee/Council Members for their review at a future meeting – once the Committee/Council Members were in agreement on the items to be included in the agreement, he would then send it to the developer for comments.

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

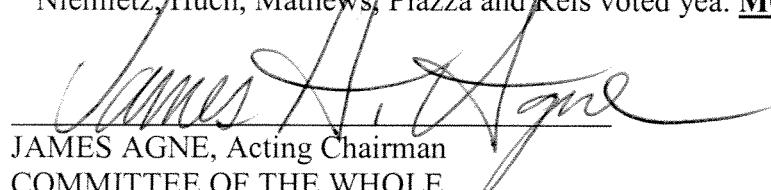
A brief discussion was held on the (poor) condition of the private roadway located in the Columbia Centre Development – City Engineer Williams stated he would contact Joe Koppeis to obtain an update on plans to improve said roadway and make a report at the next City Council Meeting.

**VII. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Reis to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois

held Monday, September 26, 2011 at 8:35 p.m. Upon Roll Call vote, Aldermen Agne, Niemietz, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED.**

  
JAMES AGNE, Acting Chairman  
COMMITTEE OF THE WHOLE

Minutes taken by:

  
SANDRA GARMER, Accounting/Clerical Assistant