

**MINUTES OF THE PARKS, PLAYGROUNDS AND RECREATION
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, OCTOBER 10, 2011 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 7:04 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Roessler, Huch and Reis.

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

Guests Present: Jim Wolterman and Jay Wohlschlaeger, Landscape Architects representing SWT Design.

Chairman Niemietz stated the meeting was called for the purpose of (1) SWT Design presentation/update on Admiral Trost Development Subdivision Park Master Plan; and (2) any other items to be considered or discussed.

**II. SWT DESIGN PRESENTATION/UPDATE ON ADMIRAL TROST
DEVELOPMENT SUBDIVISION PARK MASTER PLAN**

Chairman Niemietz opened the meeting and called upon Director of Community and Economic Development Paul Ellis to address the Committee/Council Members on this issue. Paul introduced SWT Design (“SWT”) employees Jim Wolterman, Principal-in-Charge, and Jay Wohlschlaeger, Project Manager; he also informed the Committee/Council Members that Jim and Jay had previously met with the Play Commission Members and planned to make a presentation to the Plan Commission after this Committee Meeting. Jim Wolterman distributed a five (5) page document entitled “City of Columbia, Illinois Admiral Trost Park Master Plan – Project Introduction October 10, 2011” and began the presentation by giving a brief background on SWT; he said SWT would be responsible for preparing the Master Plan and its design and that SCI Geotechnology/Environmental would be providing support services pertaining to flood plain/floodway issues. Jay Wohlschlaeger then reviewed the five (5) page Project Introduction materials including the Master Planning Process, which consists of (i) Data Collection; (ii) Program Development; (iii) Concepts; leading to (iv) a Final Master Plan;

the materials reviewed included a project schedule/timeline showing a Final Master Plan projected date of February 2012. Jay informed the Committee/Council Members that public input would be sought in the development of the Final Master Plan, and he touched upon some of the options that may be considered when developing the Final Master Plan (e.g., various sports fields, a dog park, walking trails, playground and recreational area(s), an outdoor educational classroom). During the presentation all in attendance were given the opportunity to ask questions and make comments. It was the consensus of the Committee/Council Members that any of their suggestions (to be considered for the Final Master Plan) should be forwarded to Paul.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Agne and seconded by Alderman Mathews to adjourn the Parks, Playgrounds and Recreation Committee Meeting held Monday, October 10, 2011 at 7:36 p.m. Upon Roll Call Vote, Chairman Niemietz and Aldermen Ebersohl, Agne and Mathews voted yea. **MOTION CARRIED.**



MARY ELLEN NIEMIETZ, ~~Chairman~~
PARKS, PLAYGROUNDS AND RECREATION COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, OCTOBER 10, 2011 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 7:37 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Ebersohl and Huch.

Absent: Alderman Piazza.

Quorum Present.

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

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

Guests Present: James R. Schmersahl, CPA, Schorb & Schmersahl, LLC.

Chairman Roessler stated the purpose of the meeting was (1) to receive the annual financial report and audit presentation; and (2) for any other items to be considered or discussed.

II. AUDIT PRESENTATION (for the City's FYE 04/30/11) BY SCHORB & SCHMERSAHL

Chairman Roessler opened the meeting and introduced James R. Schmersahl, CPA, Partner with the firm of Schorb & Schmersahl, LLC, to make the annual financial report and audit presentation (Accounting Manager Linda Sharp distributed draft copies of the city's fiscal year ended April 30, 2011 (a) Annual Financial Report; and (b) Tax Increment Financing District Fund Financial Statements, as prepared by Schorb & Schmersahl, LLC). Mr. Schmersahl began the presentation by thanking Accounting Manager Sharp for all of her hard work and cooperation in helping provide the necessary financial data during the city's audit for its recently ended fiscal year (04/30/11), and complimenting her for her administration of the city's financial records. He also indicated that the city was receiving an unqualified (clean) audit opinion on its financial statements for the past fiscal year. Jim then reviewed and analyzed some of the financial

data in the Annual Financial Report (FY 04/30/11) including figures (Governmental Activities, Business-Type Activities and Total) presented on: (i) Page 2 – Statement of Net Assets; and (ii) Page 3 – Statement of Activities. Additionally, he reviewed figures on Page 33 – Illinois Municipal Retirement Fund touching upon the funding levels and unfunded liabilities pertaining to the (IMRF) pension fund covering most of the city's employees (into which the city is required to make annual contributions). During his presentation Jim (i) made various comments on the financial figures he reviewed; (ii) touched upon the difficult economic environment the country continues to experience (and its effect on the city's ability to continue providing services to its residents); (iii) pointed out that the city's Illinois Municipal Retirement Fund's unfunded Actuarial Accrued Liability changed from an overfunded balance to an underfunded balance (in the last three years) due mainly to the poor investment performance experienced by the state run pension fund; and (iv) stated that the city was meeting its obligations for the Tax Increment Financing District Fund. A general discussion took place by all in attendance during Jim's presentation and he answered various questions that were asked of him.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

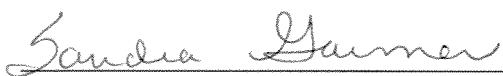
MOTION:

It was moved by Alderman Huch and seconded by Alderman Ebersohl to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, October 10, 2011 at 7:58 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl and Huch voted yea. **MOTION CARRIED.**



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

Minutes taken by:


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 10, 2011 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 7:59 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews and Reis and Mayor Hutchinson.

Absent: Alderman Piazza.

Quorum Present.

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

Guests Present: Jim Vogt, an engineer with Heneghan & Associates, representing David Levinson/Clayton Forsyth Realty and Robert Henson, owner of property at 304 N. Main.

Chairman Ebersohl stated the meeting was called for the purpose of (1) presentation/discussion on property at 304 N. Main Street; (2) Columbia Lakes Area Community Unit Plan (North & South) Cooperation Agreement(s) review/discussion; (3) presentation/discussion of Updated Guidelines and Procedures for Historic Preservation; (4) Municipal Revenue (various taxes and fees) Audit Proposal presentation/discussion; (5) Columbia Centre Private Roadway discussion; and (6) any other items to be considered or discussed.

II. PRESENTATION/DISCUSSION ON PROPERTY AT 304 N. MAIN STREET

Chairman Ebersohl called upon City Engineer Ron Williams to update the Committee Members on this issue. Ron informed the Committee Members that in 1995 a minor subdivision was approved contingent upon the signing of a cooperation agreement between property owner Gary Sitzes and the city wherein Sitzes agreed to construct a sidewalk on Whiteside near the intersection of Whiteside and N. Main St. (304 N. Main) – that cooperation agreement was never signed and the sidewalk was not constructed until spring of 2010 (pursuant to the city's 50/50 sidewalk program). Ron stated that the cooperation agreement is no longer needed since the sidewalk has been constructed, but

the subdivision plat needs to be updated to reflect the current owner(s) of the property. Rob Henson then addressed the Committee Members and stated that he (and his family members) currently own the property located at 304 N. Main St., and that he plans to contact Heneghan & Associates (engineers) to update the final plat; he also stated he hopes it is only a formality to have the subdivision plat approved since it had already been approved in 1995. City Engineer Ron Williams stated that he planned to present two (2) ordinances at the next council meeting – one rescinding Ordinance No. 1408 (An Ordinance to Authorize and Approve a Cooperation Agreement for the Proposed “Sitzes Subdivision” with Regard to the Construction and Installation of a Sidewalk on Whiteside Avenue in said Subdivision), and one reaffirming Ordinance No. 1409 (An Ordinance Accepting and Approving the Final Plat for the “Sitzes Subdivision”, a Resubdivision of Tax Lot 66 of Outlots, Section 16, Township 1 South, Range 10 West of the Third Principal Meridian, City of Columbia, Monroe County, Illinois).

III. COLUMBIA LAKES AREA COMMUNITY UNIT PLAN (“CUP”) (NORTH & SOUTH) COOPERATION AGREEMENT(S) REVIEW/DISCUSSION

(Note: In addition to the individuals listed hereon in I., four (4) members of the public were in attendance.)

City Engineer Ron Williams addressed the Committee Members on this issue and reviewed the following e-mails containing suggestions/recommendations on items that should be included in the cooperation agreement(s), which e-mails had previously been distributed to the Committee Members: (i) an e-mail from Alderman Huch of September 25, 2011 – this e-mail contained items promised by Mr. Levinson during a prior meeting with area residents or suggestions from the residents in the area of the proposed CUP developments – Mr. Williams’ comments to the various items appear on the e-mail; and (ii) an e-mail from Alderman Niemietz of October 6, 2011 containing additional items to be considered for inclusion in the cooperation agreement(s). During and/or after review of the e-mails, all in attendance, including members of the public, were given the opportunity to ask questions, make comments and express their opinions, which included (a) explanations of the items to be included to assist City Engineer Williams in compiling a more detailed list of items to be considered for inclusion in the cooperation agreement(s); (b) consideration of possible fees to help subsidize the Columbia School District’s educational expense increases due to the addition of students living in the CUP developments; (c) the enforcement mechanism for the landscaped buffer zones; (d) the location of the fencing (on developer’s property or on the property line(s)); (e) the lighting to be used in the CUP developments; (f) the location of the trash dumpsters; and (g) the architectural style of the buildings (condominiums and apartments). City Engineer Williams is to compile information for future distribution and review by the Committee Members.

IV. PRESENTATION/DISCUSSION OF UPDATED GUIDELINES AND PROCEDURES FOR HISTORIC PRESERVATION

Community and Economic Development Director Paul Ellis addressed the Committee Members on this issue. Paul reviewed the text of a proposed ordinance amending Municipal Code Chapter 15.64 (Historic Site Preservation) to adopt recommendations made by the Illinois Historic Preservation Agency. Proposed ordinance Sections 2 & 3 contained minor changes – Section 4 changes were more substantial. He also reviewed a four (4) page document entitled “Guidelines for Certificate of Appropriateness (CoA)”, which have been adopted by the Columbia Heritage & Preservation Commission, and are designed to be used in the administration of Historic Site Preservation procedures. Paul informed the Committee Members that he planned to present the final proposed ordinance at the next council meeting for consideration – the guidelines will also be presented at that council meeting.

V. MUNICIPAL REVENUE (VARIOUS TAXES AND FEES) AUDIT PROPOSAL PRESENTATION/DISCUSSION

Accounting Manager Linda Sharp again addressed the Committee Members on this issue (see September 26, 2011 Committee of the Whole meeting minutes). Linda informed the Committee Members that she had contacted the finance directors of six (6) local communities which had expressed an interest in utilizing the revenue auditing services of Azavar Audit Solutions – the only other firm name she received from those contacts was AmAudit. Linda then contacted AmAudit personnel and received information and pricing showing that AmAudit’s fees were virtually the same as those of Azavar (without the possible 10% reduction); Linda also informed the Committee Members that she checked on the internet and was unable to find other companies offering similar revenue auditing services. City Administrator Hudzik then (i) recommended that the auditing services of Azavar be utilized; and (ii) informed the Committee Members that he planned to present an ordinance at next Monday’s council meeting authorizing the city to enter into Azavar’s Contingent Fee Professional Services Agreement – he indicated a few minor language changes may be made to the agreement.

VI. COLUMBIA CENTRE PRIVATE ROADWAY DISCUSSION

City Engineer Williams informed the Committee Members he felt zoning regulations for parking lots was the proper enforcement mechanism to address this situation if that was the council’s desire. He again informed the Committee Members that Joe Koppeis continues in his efforts to coordinate the road rebuilding with the cooperation of the businesses with maintenance responsibilities. Williams felt the council has two (2) options concerning the disrepair of the private road (which has recently been patched): (1) let Koppeis continue in his efforts in hopes that all responsible parties will agree to rebuild the road; or (2) authorize him to contact Heneghan & Associates to search the ownership and road maintenance records to identify the responsible parties. A discussion was then held in which all in attendance were given the opportunity to ask questions, make comments and express their opinions – it was the consensus of the Committee Members to allow Joe Koppeis additional time to try and coordinate the road rebuilding.

VII. EXECUTIVE SESSION

Chairman Ebersohl entertained a motion to go into Executive Session to review and discuss litigation currently pending against the city.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Roessler and seconded by Alderman Reis to go into Executive Session at 10:14 p.m. to review and discuss litigation currently pending against the city. Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Niemietz and seconded by Alderman Agne to return to the Regular Session of the Committee of the Whole at 10:40 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Committee of the Whole Meeting, Mayor Hutchinson and the following Committee Members were present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews and Reis.

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 - there was none.

VIII. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IX. ADJOURNMENT

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Roessler to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, October 10, 2011 at 10:42 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED.**

Gene Ebersohl

GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:

Sandra Garner

SANDRA GARMER, Accounting/Clerical Assistant