

**NOTICE OF & AGENDA FOR
CITY OF COLUMBIA, ILLINOIS
COMMITTEE MEETINGS TO BE HELD ON
MONDAY, JANUARY 10, 2011
AT COLUMBIA CITY HALL
208 S. RAPP AVENUE
COLUMBIA, ILLINOIS**

7:00 PM - Parks, Playgrounds and Recreation

1. Review/discussion of proposed ordinances concerning park reservations and rules
2. Other items to be considered or discussed

7:10 PM - Finance, Claims, Bonds and Interest*

1. General Obligation Bond Issue information presentation/discussion
2. Other items to be considered or discussed

7:20 PM - License, Insurance Claims, CEMA and Contracts*

1. Review/discussion of City Hall copier RFPs
2. Other items to be considered or discussed

7:30 PM - Committee of the Whole*

1. Senior Services Assessment presentation by the Plan Commission
2. Update on Landfill Closure
3. Other items to be considered or discussed

*** Note:** The meeting times shown above may be adjusted (the evening of January 10, 2011) to allow the Plan Commission to make its presentation to the Committee of the Whole at 7:30 PM, but no Committee Meeting will be held before its scheduled time.

**MINUTES OF THE PARKS, PLAYGROUNDS AND RECREATION
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, JANUARY 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 Stumpf.

Absent: None.

Quorum Present.

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

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, 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, Bill Seibel and John Traube.

Chairman Niemietz stated the purpose of the meeting was to review and discuss (A) proposed ordinances concerning park reservations and rules; and (B) any other items to be considered or discussed.

II. REVIEW/DISCUSSION OF PROPOSED ORDINANCES CONCERNING PARK RESERVATIONS AND RULES

Chairman Niemietz called upon Director of Community and Economic Development Ellis to address the Committee on this issue. Mr. Ellis began by giving a brief history of the work done by the Play Commission on compiling the changes/additions to the proposed ordinances – he also indicated that fees not yet set would be addressed in the future by amending the city's fee ordinance and that the field rental fees would not apply to the American Legion fields at this time. Mr. Ellis then distributed documents entitled "Park Pavilion Reservation Application – Bolm-Schuhkraft Park or Metter Park", "Park Athletic Areas (Bolm-Schuhkraft) Reservation Application", "Special Event Permit Application", "Proposed Park Rules" and "Minutes for the Play Commission of the City of Columbia, Illinois 11/23/2010" (which he referenced throughout his presentation) and reviewed the proposed ordinances entitled "An Ordinance Adding Chapter 12.33 (Special Events) to Title 12 (Streets, Sidewalks and Public Places) and Amending Chapter 18.85 (Bolm-Schuhkraft Park Pavilion Reservation) of Title 18 (Fees and Charges to be

Assessed) of the Municipal Code of the City of Columbia, Illinois to Protect the Public Health, Safety and Welfare by Providing Policy and Procedure for Park Usage within the City of Columbia” and “An Ordinance Amending Chapter 12.32 (City Parks) of Title 12 (Streets, Sidewalks and Public Places) of the Municipal Code of the City of Columbia, Illinois to Protect the Public Health, Safety and Welfare by Providing Policy and Procedure for Park Usage within the City of Columbia”. During his review of the ordinances (and other documents) (i) Paul suggested various revisions to help clarify the language in the ordinances; and (ii) all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included (a) damage deposit fees vs. non-refundable reservation fees; (b) customized fees for services required to be provided by city personnel (based upon the needs of the event being held); (c) set-up and clean-up issues; (d) baseball diamond reservation issues; (e) administrative duties required by the applications process and permit approval; (f) the differences in park rules currently and the goal to have consistency in those rules; (g) the reservation forms do not pertain to the rental of the Metter Park dance pavilion at this time (may address that in the future); (h) various changes to the forms; and (i) a general discussion on how such reservations/events have been handled in the past and the best way to administer them in the future.

MOTION:

It was moved by Alderman Agne and seconded by Alderman Ebersohl to recommend to the City Council approval of (i) the park reservation and special event permit applications; and (ii) the ordinances pertaining to special events, fees and charges and amendments to park rules, as discussed in Committee. Chairman Niemietz and Aldermen Ebersohl, Agne and Stumpf voted yea. **MOTION CARRIED.** A straw poll was taken: Aldermen Hejna, Oberkfell and Roessler voted yea.

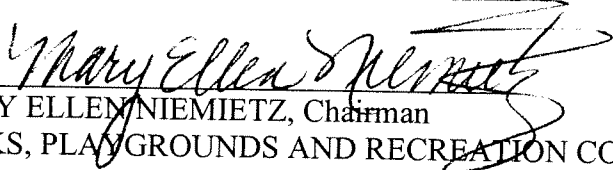
III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.


IV. ADJOURNMENT

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Stumpf to adjourn the Parks, Playgrounds and Recreation Committee Meeting held Monday, January 10, 2011 at 8:43 p.m. Upon Roll Call Vote, Chairman Niemietz and Aldermen Ebersohl, Agne and Stumpf 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, JANUARY 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 9:26 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 and Oberkfell.

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

Guests Present: None.

Chairman Roessler stated the purpose of the meeting was to review and discuss (1) General Obligation Bond information; and (2) any other items to be considered.

II. GENERAL OBLIGATION BOND INFORMATION

Chairman Roessler made opening remarks and called upon City Administrator Al Hudzik to address the Committee on this issue. Hudzik reviewed his Memo and the G.O. Improvement Bonds (2011) Analysis worksheet (previously distributed) showing the amortization of \$450,000 of bonds over a six (6) year period at assumed average interest rates of 3.00%, 3.50% and 4.00% based upon an increasing bond principal amortization schedule and showing the principal and interest payments percentage increase from year to year, as well as the projected real estate tax effect (based on real estate with a \$100,000 equalized assessed value (EAV)), assuming no increase in the city's overall EAV (which currently approximates \$247 million). Hudzik and Accounting Manager Sharp also reviewed a document compiled by Ms. Sharp entitled "List of Capital Items to Consider for Bond Issue – January 7, 2011", which aggregated to a total of \$715,430. During the presentation and document review, all in attendance were given the opportunity to make comments and ask questions, which included (i) the projected real estate tax effect of the

bond issue; (ii) the city's current bond indebtedness and how it's being amortized (and the funds being used for its amortization); and (iii) questions/comments pertaining to the items detailed on the "List of Capital Items to Consider for Bond Issue". Hudzik indicated the figures presented at this meeting were for informational purposes (and to show projected real estate tax effects of a \$450,000 G.O. Bond Issue) and informed the Committee/Council Members that Ms. Sharp and he would be coordinating the preparation of the documents required (to be approved by the City Council) for the issuance of the G.O. Bonds with attorney Kurt Froehlich (as previously approved by the council); he also stated that the Committee/Council Members would be kept informed of the progress being made.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED
None.

IV. ADJOURNMENT

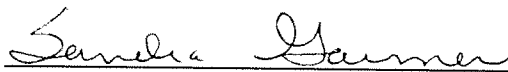
MOTION:

It was moved by Alderman Stumpf and seconded by Alderman Ebersohl to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, January 10, 2011 at 9:48 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 LICENSE, INSURANCE CLAIMS, CEMA AND
CONTRACTS COMMITTEE MEETING OF THE CITY COUNCIL OF THE
CITY OF COLUMBIA, ILLINOIS HELD MONDAY, JANUARY 10, 2011 IN THE
COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Roessler called the License, Insurance Claims, CEMA and Contracts Committee Meeting of the City Council of the City of Columbia, Illinois to order at 9:46 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Hejna, Oberkfell and Stumpf.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl, Agne and Niemietz.

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

Guests Present: None.

Chairman Roessler stated the purpose of the meeting was to (1) review and discuss City Hall copier RFPs; and (2) discuss any other items to be considered.

II. REVIEW/DISCUSSION OF CITY HALL COPIER RFPs

Chairman Roessler opened the meeting and called upon City Administrator Al Hudzik to address the Committee on this issue. Hudzik reviewed the previously distributed "City Hall Copiers Proposals Received (Jan. 2011) Analysis" and "City Hall Copier Usage/Charges Xerox 430ST (Lower Level) & 255 (City Hall Office) CY 2010". He indicated the city received eleven (11) responses to the RFP and that the city should be able to reduce its printing/copying costs by 30-40% based upon a quick analysis of the RFPs submitted. He informed the Committee/Council Members that several of the proposals were competitive and that he planned to review them more thoroughly. Upon Hudzik's recommendation (and with the cost savings that will be gained by accepting one (1) of the RFP proposals) it was the consensus of the Committee/Council Members that Hudzik be given the authority to negotiate the best deal (in his opinion) and then report back to the City Council for ratification.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

VI. ADJOURNMENT

MOTION:

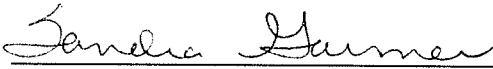
It was moved by Alderman Hejna and seconded by Alderman Stumpf to adjourn the License, Insurance Claims, CEMA and Contracts Committee Meeting held Monday, January 10, 2011 at 9:56 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Hejna, Oberkfell and Stumpf voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman

LICENSE, INSURANCE CLAIMS, CEMA AND CONTRACTS 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,
JANUARY 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 8:48 p.m.

Upon Roll Call, the following members were:

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

Absent: Alderman Row.

Quorum Present.

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

Guests Present: Chairman of Columbia's Plan Commission, Virgil Mueller and Commissioners Caren Burggraff, Karin Callis, Edith Dean, Wes Hoeffken, Russell Horsley and Dwayne Worley.

Chairman Ebersohl stated the purpose of the meeting was (1) to receive a Senior Services Assessment presentation by the Plan Commission; (2) to receive an update on the landfill closure; and (3) for any other items to be considered or discussed.

II. SENIOR SERVICES ASSESSMENT PRESENTATION BY THE PLAN COMMISSION

Chairman Ebersohl opened the meeting and called upon Director of Community and Economic Development Paul Ellis to address the Committee on this issue. Paul made opening remarks and indicated that Columbia is one (1) of eight (8) communities in the Metro-East to undertake and produce a Community Assessment report, and he reported that the Plan Commission members dedicated a great deal of their time in compiling the assessment, which was very thorough in its scope. Paul then introduced Plan Commission Chairman Virgil Mueller, who also addressed the Committee on the process of compiling the assessment and its recommendations. During Mr. Mueller's presentation, various members of the Plan Commission made comments on the value of the information obtained in compiling the assessment, and the overall knowledge they gained by undertaking this project and making the thirty-two (32) recommendations contained in the document. During the presentation by the Plan Commission members, the Committee Members were given the opportunity to make comments, ask questions

and express their opinions. It was the general consensus of the Committee Members that the Plan Commission had done an outstanding job in compiling the Community Assessment Final Report, that it contained many worthwhile recommendations and that its adoption would be beneficial to the future development of the community (and may assist the city in obtaining future grants).

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Hejna to recommend to the City Council that city staff prepare the necessary documentation to allow for the adoption of the Community Assessment: Columbia, Illinois Final Report (conducted by the Columbia Plan Commission with assistance from the Area Agency on Aging of Southwest Illinois) as presented to the Committee by members of the Plan Commission. Chairman Ebersohl and Aldermen Agne, Niemietz, Hejna, Oberkfell, Stumpf and Roessler voted yea. **MOTION CARRIED.**

III. UPDATE ON LANDFILL CLOSURE

City Engineer Ron Williams updated Committee Members on the status of the lawsuit that was filed by the State of Illinois in 2005 alleging various violations to IEPA regulations pertaining to the closure of the city's landfill (Note: a Memo pertaining to this subject with a copy of a proposed Consent Order had been placed on the Committee Member's desks prior to the meeting). Ron informed the Committee Members that the IEPA attorney had been in contact with prior City Attorney Tom Adams, who has continued to handle this matter, and cooperatively drafted the Consent Order to settle the landfill closure lawsuit. He then informed the Committee Members that the Consent Order required the city to complete three (3) supplemental environmental projects (SEPs) consisting of (a) Palmer Creek Clean Up behind Gerdern Estates and Gerdern Village; (b) Ramsey Lane (Near DD Road) Creek Clean Up Around the Bridge; and (c) the implementation of a drop-off site for the ultimate proper disposal of small batteries and the implementation of a drop-off site for the ultimate proper disposal of compact fluorescent light bulbs – since we had previously submitted these projects to the IEPA and received their verbal OK to complete them, Ron informed the Committee Members that all three (3) SEPs have been completed. City Administrator Hudzik informed the Committee that he planned to present an ordinance at the January 18th council meeting approving of the Consent Order – after approved and properly executed, attorney Adams would then take the Consent Order to the courthouse in Waterloo to obtain the judge's signature to officially enter the order (since the State of Illinois has already signed the Consent Order).

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

Accounting Manager Linda Sharp informed the Committee Members that Accounting/Clerical Assistant Sandy Garmer who had previously accepted the Accounting Specialist position vacated by Maria Todd, has requested to remain in the part-time Accounting/Clerical Assistant position. Linda stated four (4) applicants had been interviewed for the position and she planned to recommend at the next council meeting that applicant Michelle Brown be hired.

V. **ADJOURNMENT**

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Agne to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, January 10, 2011 at 9:25 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Hejna, Oberkfell, Stumpf and Roessler voted yea.

MOTION CARRIED.



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant