

# Request for City Council Action

**Date:** October 14, 2014

<b>Agenda Section:</b> Consent Agenda  <b>No.</b> 5	<b>Originating Department:</b>  City Clerk's Office
<b>Item:</b> Acceptance of Minutes of Boards, Commissions, and Committees  <b>No.</b> 5.4	<b>Approved:</b>

**Background:**

Attached for Council review and acceptance are minutes from the meetings of City boards, commissions and committees which have recently been sent to the City Clerk's Office.

**Recommended Action:**

The Council is requested to accept the following minutes and place them on file:

Planning Commission – September 3, 2014

Liquor Advisory Board – September 11, 2014

Preservation Commission – June 16, 2014

Human Relation Commission – September 8, 2014

Engineering Approval Obtained	Finance Approval Obtained	Legal Approval Obtained	Approval Obtained	Manager's Approval Obtained
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Council Action: Motion by \_\_\_\_\_ 2nd by \_\_\_\_\_ to \_\_\_\_\_



## MINUTES

Carbondale Planning Commission  
Wednesday, September 3, 2014  
Room 108, 6:00 p.m.  
City Hall/Civic Center

Mr. Grant called the meeting to order at 6:00 p.m.

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**Members Present:** Barke, Grant, Loos, Field, Kang and Lilly

**Members Absent:** Anz, Schachel, Love and Bradshaw (ex-officio)

**Staff Present:** Wallace, Taylor

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### Approval of Minutes:

Mr. Kang moved, seconded by Ms. Lilly, to approve the minutes for May 21, 2014, Planning Commission and also June 4, June 11 and June 18, 2014, Neighborhood Business Advisory Committee. The motion to approve the minutes passed on a unanimous voice vote.

### Report of Officers, Committees, Communications:

None

### Public Hearings:

- A. **PC 15-01**, Philip Douglas Parrish is requesting to rezone property located in the northwest corner of Illinois Route 13 and County Line Road from the AG, General Agriculture, zoning district to the BWA, Wholesale and Automotive, zoning district

Mr. Grant declared Public Hearing PC 15-01 open and asked Mr. Wallace to read the legal notice.

Mr. Chris Wallace read the legal notice.

Mr. Grant asked Mr. Taylor to present the Staff Report.

Mr. Taylor, Planner for the City of Carbondale, was sworn in and read Part A and B of the Staff Report.

Mr. Grant asked if there were any questions of Staff.

Mr. Grant asked if there were any questions for the applicant.

Mr. Kang asked Mr. Parrish what his plans were for the property.

Mr. Parrish stated that he would most likely build a storage unit similar to his AAA storage unit that is on the west side of Carbondale.

Mr. Grant asked if there was anyone who would like to speak in favor of the applicant.

None

Mr. Grant asked if there was anyone who would like to speak in opposition to the applicant.

None

Mr. Grant asked Mr. Taylor to present the Staff Report Analysis.

Mr. Taylor read Part C of the Staff Report.

Mr. Grant asked if there were any questions for Staff.

Mr. Barke asked about the required buffer in regards to the existing tree line.

Mr. Taylor answered that the existing tree line could be used as part of the buffer.

Mr. Grant stated BWA districts do not require setbacks, so you could build a zero lot line building.

Mr. Taylor replied yes

Mr. Grant stated that since there is an adjacent residential neighborhood there would need to be a buffer so in effect we would be regulating the west side of the property.

Mr. Taylor responded yes

Mr. Grant asked if there were any questions from anyone to anyone.

Ms. O'Hare, 104 N. Parrish Lane, asked where the Neighborhood Conservation/Restoration Area is compared to the property and why it was not mentioned in the Staff Report.

Mr. Taylor stated that the property is currently Agriculture and that it is next to Neighborhood Conservation/Restoration.

There was general discussion and clarification about the map.

Mr. Bagley, 1 Chaucey's Lane, asked if Mr. Parrish was going to use a small portion of

the parcel would he have to rezone the whole property now.

Mr. Grant said that he doesn't have to rezone the whole property now but it would be more cost efficient and less hassle to rezone the whole property now.

Mr. Grant asked if there were any more questions.

None

Mr. Grant closed the public hearing for PC 15-01 at 6:36pm and asked for a motion on the findings of fact.

Mr. Kang moved, seconded by Ms. Lilly, that the Commission accept as findings of fact Parts A and B of the Staff Report for PC 15-01, that the applicant was present and that no one spoke in favor or in opposition, but four people asked general questions.

The motion passed on a unanimous voice vote.

Mr. Grant asked for a recommendation to the City Council.

Mr. Barke moved, seconded by Ms. Lilly, that the Commission recommends approval of PC 15-01, as Staff recommends.

Roll Call Vote:

Yes – 6 (Barke, Grant, Loos, Field, Kang and Lilly)

No – 0

Mr. Chris Wallace stated that the motion was approved and that this matter will be on the City Council agenda for September 30, 2014.

**B. PC 14-11, Text Amendment Relative to the NB, Neighborhood Business, District.**

Mr. Grant declared Public Hearing PC 14-11 open and asked Mr. Wallace to read the legal notice.

Mr. Chris Wallace read the legal notice.

Mr. Grant asked Mr. Taylor to present the Staff Report.

Mr. Taylor read part A of the Staff Report.

Mr. Grant asked if there were any questions from Commission to Staff members.

None

Mr. Grant asked if there was anyone who would like to speak in support to the application.

Ms. O'Hara come forward to represent the Study Circles and wanted to state that they are in support of the Application.

Mr. Grant spoke in favor to the application. He also thanked everyone for their hard work revising the Neighborhood Business District Text Amendment.

Mr. Grant asked if there was anyone who would like to speak in opposition to the application.

Mr. Andy Wallace came forward not to oppose the amendment but to discuss some concerns he had regarding site-plans, open storage and clarification in different businesses that would be permitted.

There was general discussion about site-plans, open storage and clarification in different businesses that would be permitted.

Mr. Grant asked Mr. Taylor to present the Staff Report Analysis.

Mr. Taylor read Part B of the Staff Report.

Mr. Grant asked if there were any questions to anyone from anyone.

Mr. Grant asked how light retail is defined under the current zoning code

Mr. Chris Wallace answered that there is not a set definition defining light and heavy retail.

There was a discussion about general retail being permitted opposed to special use.

Mr. Kang asked Staff to explain Section 3.3.1.E.7 on Pg95.

Mr. Taylor explained that in the meetings it was expressed that the members of the committee did not want any major engine repairs performed.

Ms. O'Hara asked if there was a way the neighborhood could be notified when there is a modification review on a Neighborhood Business that already exists.

Mr. Chris Wallace replied that notification is covered under NB District procedures.

Ms. Boettcher, representing the Armory, asked if the old car guys would still be able to use the car lifts to change their oil.

Mr. Chris Wallace explained that if they are doing work of their own it would not be considered a business and would be allowed. For example, you could change your oil in your own driveway and would be in compliance with the Code.

There was a general discussion about business verses hobbies and that hobbies are allowed, however when a business performs services to the general public that the Code

would be enforced.

Ms. Boettcher questioned why trade school training is not allowed. She mentioned that there have been some small courses offered at the armory for trade's men to continue their education.

Mr. Grant replied that this was because neighborhoods did not want a big trade school to move in, for example ITT Tech.

There was a discussion to review educational categories in the code.

After the discussion it was decided to recommend the following

- Pg 74, Change Nursery Education or School; Junior Colleges; and University and Colleges to Special Use. As well as striking 3.3.1.M from University, college, junior college and professional school education.
- Pg 97, Strike 3.3.1.M.2

Ms. Boettcher asked what category a commercial kitchen for rent would fall under?

Mr. Chris Wallace said that there was not a category for a commercial kitchen.

There was a discussion about commercial/catering kitchen.

After the discussion it was decided to recommend the following

- Pg 75, add category for Commercial Kitchen/Catering and allow as a Special Use

Mr. Grant asked if there were any more questions.

None

Mr. Grant closed the public hearing for PC 14-11 at 8:35pm and asked for a motion on the findings of fact.

Mr. Kang moved, seconded by Ms. Lilly, that the Commission accept findings of fact Parts A and B of the Staff Report for PC 14-11, no one spoke in opposition; three people of the public were present and the Commission received a letter from Ms. Boettcher.

The motion passed on a unanimous voice vote.

Mr. Grant asked for a recommendation to the City Council.

Mr. Loos moved, seconded by Ms. Lilly, that the Commission recommend that the City Council approve PC 14-11, as amended by the Planning Commission on September 3, 2014, as stated below

- Pg 74, Change Nursery Education or School; Junior Colleges; and University and Colleges to Special Use. As well as striking 3.3.1.M

from University, college, junior college and professional school education.

- Pg 75, add category for Commercial Kitchen/Catering with Special Use
- Pg 97, Strike 3.3.1.M.2

Roll Call Vote:

Yes – 5 (Grant, Loos, Field, Kang and Lilly)

No – 1 (Barke)

Mr. Barke wanted to state that his “No” vote was only due to the Commercial Kitchen aspect, as he felt it should be a Permitted Use not Special Use.

Mr. Chris Wallace stated that the motion was approved and that this matter will be on the City Council agenda for September 30, 2014.

## **Old Business**

None

## **New Business**

### **A. Review of FY 2014 Annual Report**

Mr. Wallace gave an overview of the report to the Commission.

Mr. Loos moved, seconded by Mr. Kang, to approve the report.

The motion carried on a unanimous voice vote.

### **B. Request from Kang to discuss Section 15-4.8.4.C of the Carbondale Revised Code in relation to used car sales on commercial property.**

After a discussion among Commissioners, it was decided to hold a Public Hearing regarding 15-4.8.4.C of the Carbondale Revised Code on October 1, 2014 at the scheduled Planning Commission Meeting.

### **C. City Council Agendas of June 10, June 15, August 5 and August 26, 2014**

Mr. Chris Wallace reviewed the agendas as related to Planning Commission activities and other items of interest.

## **7. Citizen Comments or Questions**

None

## **8. Adjournment**

Mr. Grant adjourned the meeting at 9:15 p.m.



**Liquor Advisory Board  
September 11, 2014**

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, September 11, 2014, in Room 103 of the Carbondale Civic Center, 200 South Illinois Avenue. Chairman Robinson called the meeting to order at 5:30 p.m. with the following-named members of the Board present/absent:

**1. Roll Call**

Present: John Mills, Tasis Karayiannis, Mark Robinson, Joyce Webb, Steve Payne, and Emily Loehmer (Two Vacancies)

Absent: None

A quorum was available to take action on the agenda items. City Staff present for the meeting included City Clerk Jennifer Sorrell and Interim Police Chief Jeff Grubbs.

**2. Approval of Minutes**

J. Webb moved, J. Mills seconded, to approve the minutes from August 7, 2014. All voted aye. Motion declared carried.

**3. Discussion of Proposed Liquor Code Classification for Public Arts Venue**

Nancy Stemper of Carbondale Community Arts was present to express interest on behalf of her organization in being able to apply for this license classification if it were to be created. The Clerk read the proposed definition. J. Webb asked what alcohol would be allowed and what types of alcohol would likely be served. Ms. Stemper indicated that it would be beer and wine. J. Webb asked about the organization's history of selling alcohol. Ms. Stemper indicated that they don't typically sell alcohol when hosting events, but that by virtue of charging a ticket price, it is considered the sale of alcohol. She stated that she did not believe the intent was to charge per glass of wine, but she could not say for certain. Ms. Stemper noted that the organization's interest is in being able to serve wine at art receptions or at other hosted events without repeatedly returning for permission and going through a cumbersome process [as is required for a temporary license]. Ms. Stemper asked about the proposed license fee and M. Robinson indicated that the fee was \$250 per year. Ms. Stemper confirmed that they could budget \$250 per year and that checking into dram shop insurance, it appears it will cost at most \$750 per year. She stated that it was not an insignificant amount of money, but in comparison for the cost of temporary liquor licenses, the correlation of being able to serve wine and having a greater turnout for events will be a worthwhile investment.

J. Mills noted that the Varsity Center for the Arts holds a B license and if they chose, they could apply for a J license. He questioned if there was a need for a J1 and J2 license and given how Carbondale Community Arts presents their alcohol, perhaps the fee should be even less. J. Mills and J. Webb indicated a \$100 fee would be acceptable. M. Robinson indicated that \$250 was appropriate and he would not recommend it being any higher. Nancy Stemper stated that one of the reasons they were excited to move downtown was to generate more excitement, a sense of community, and traffic in the downtown area. J. Webb commented on the difference between CCA and the Stage Company which will hold perhaps four events per year to limited audiences where wine will be sold.

M. Robinson suggested keeping the simple language recommended and if an issue arises at a later time, it could be brought back for reconsideration. J. Mills stated that if that were the case, he hoped that Council

would want to set a differentiation between the two and maybe Varsity would give up the B license. He asked if the Council could require the Varsity to do so. The Clerk indicated that the organization could apply for renewal of their B license and that it would be the Commission's decision whether or not to grant it.

Nancy Stemper noted they don't present any competition to other licensees. Mr. Robinson and Mr. Mills continued back and forth discussion regarding reducing the fee and creating a subclassification.

J. Mills moved, J. Webb seconded, to approve the creation of the Class J license as is written with a reduced fee of \$100. VOTE: All voted aye. Motion declared carried.

#### **4. Discussion on Approval Process for Class F1 and F2 (Temporary Liquor Licenses) for Established Organizations Holding Recurring Events**

Meghan Cole of Carbondale Main Street was present to discuss Special Event licenses. Ms. Cole noted that at this time, Carbondale Main Street is the only organization receiving temporary liquor licenses and the Clerk agreed that Main Street would be the most impacted by this at this time. M. Robinson asked if the point of this matter is that there are a lot of hoops to go through for not a lot of liquor licenses which are issued for a short period of time and that Ms. Cole would like to see the process streamlined to have not quite as many hoops to go through. She agreed and explained further that even when those events have the liquor license fee paid, there are costs associated with the drive to Springfield, the State's special event license fee of \$25, and staff reduction. Ms. Cole remarked that she has been through this process around 30 times and she continues to go back to the State law which indicates that a special event liquor license is not required for a private party. She stated her belief that a ticketed event where tickets are sold, regardless of where it is held, should not require a liquor license. She cited the recent Pop-Up Patio tour as an example where a license was required. J. Mills asked her to re-state the State code and Ms. Cole stated that the language was from the State of Illinois Liquor Commission website which states that a special event liquor license is not required for a private party. She then stated that her interpretation of the language is that if you sell tickets to the event then it is a private party and that recently, a liquor license has been required for that type of an event, and perhaps that requirement needs to be changed. J. Mills suggested that perhaps the requirement is to prevent an issue where a house party sells tickets as a "private event" and then they, too, could serve alcohol without a license.

Ms. Cole indicated that she looked at Champaign where they hold several events every weekend where they hold street parties and the like. M. Robinson remarked that Carbondale already has those. Ms. Cole agreed and said that those events are issued to organizations other than the Champaign Park District and Champaign Park District which hold multi-event licenses. She then suggested that such a multi-event license would be an option to consider for an organization like Carbondale Main Street or to at least streamline the process. J. Mills spoke in favor of streamlining the process for organizations like Ms. Cole's and that there would be no need for her to come before the Board unless there were major changes. Ms. Cole stated that she supported the idea of requiring a new organization going through the whole process until they have proven themselves. Interim Chief Grubbs stated that there would still need to be approval of the events. The Clerk suggested that in the event a multi-event license, perhaps the event plans could be reviewed by the Planning Department and the Police Department. Mr. Grubbs remarked that the Commission is ultimately the one to decide at what level the approval process occurs. He noted that there are several events in the community that are approved at the Staff level, but those events do not involve alcohol.

M. Robinson offered the suggestion of once a year an applicant could apply for a bundle of five or ten events with the full "hoop-jumping", estimate at the beginning of the year how many events which might be held, the fee would be the same at \$100, and City Council would approve the events. Ms. Cole agreed, but stated that if the Council approved them at one time, it could be a Staff decision. Mr. Grubbs re-stated that it was at the pleasure of the Commission where the approval level should occur.

M. Robinson and J. Mills discussed whether there would be a need to have the applicant return if there were no changes from the previous year. They agreed on the idea of approving it once year so long as the record remains spotless.

M. Robinson asked what license Main Street currently holds and the Clerk indicated that they do not hold a license, but apply for temporary licenses which are issued for up to 48 hours. M. Robinson asked if she could apply for five at once without specifying the event. Ms. Cole noted that the licenses are address-specific and the issuance of the State license is dependent on the address listed on the license and the insurance certificate matching exactly.

J. Mills moved, J. Webb seconded, to approve a change in approving temporary liquor licenses for established organizations with at least a two-year history that are in good standing to permit the application of up to ten licenses at once with a one-time approval per year. All voted aye, motion declared carried.

## **5. Discussion of Proposed Liquor Code Classification for Video Gaming Establishments**

The City Clerk explained that a liquor license is required for the establishment to receive a video gaming license and noted that the two applications received previously, each acknowledged that the primary function was not to be a bar or restaurant, but a video gaming establishment. The Clerk noted that the subject of considering the possibility of a separate classification had been raised two or three times. M. Robinson stated his belief that they should stick with a bar license. He stated that his personal opinion regarding gaming is that it is a travesty that steals money from poor people. S. Payne stated that if we didn't have caps, it wouldn't be a big deal. M. Robinson said if someone is trying to get a video gaming license and can't because of a cap, he couldn't care less. S. Payne noted that the gaming is happening and is going to continue happening. He suggested simplifying things and eliminating caps makes it easy. J. Mills remarked that he didn't believe that when caps were discussed, Mr. Robinson was in favor of raising caps. M. Robinson stated that if we run out of caps because of ten of these establishments coming on board, he would be alright with it. There was a significant amount of discussion and talking over one another throughout this topic. M. Robinson stated that you can go to a gas station to purchase a lottery ticket, but you cannot, in this town, play video gaming. Interim Chief Grubbs stated that you cannot and that in discussion with neighboring communities, they had noted significant issues with video gaming in gas stations. He explained that one of the things which allows someone under the State license to receive a video gaming license is if they are considered a truck stop. He remarked that currently there is a gas station franchise in the southern part of the state which has been classified by the state, despite the definition, as a truck stop. J. Mills asked if they were selling alcohol and Mr. Grubbs indicated that they were selling packaged liquors. J. Mills stated that if "no caps" had been passed, he would agree with Mr. Robinson. S. Payne asked the Clerk what the Council's thoughts on caps were and the Clerk indicated that it had not been raised at the last meeting so that both of these matters could be considered at the same time.

T. Karayiannis suggested adopting Olney's video gaming license definition and if someone wants to open a gaming business that sells some liquor, they could do it. He stated that he didn't know how they would stay in business, but that was another issue. M. Robinson stated that if he wanted to propose that, he probably would find some support on the Board.

S. Payne asked why there was a \$2,800 license fee listed and the Clerk indicated that the definition and fee were Olney's. She indicated theirs was the only community she could locate that has a stand-alone license that doesn't require some other kind of liquor license in addition. J. Mills asked what the City's maximum fee was and the Clerk indicated that maximum base rate for a liquor license is \$2,250. S. Payne suggested to M. Robinson that he could recommend a fee of \$5,000. M. Robinson stated he did not want to create another roadblock. He indicated that if the proposal was \$2,800.00, he was fine with that. T. Karayiannis stated that he would be fine with \$2,250, but if the Board were against it, the charge could be

\$10,000.00. M. Robinson stated that just because he doesn't agree with it, doesn't mean that other people shouldn't do it. J. Mills re-stated his comment that at this time, caps are still in place. M. Robinson asked how many places currently have gaming and J. Mills indicated 15. M. Robinson stated that if having caps in place stops someone from opening a video gaming establishment, he was fine with that and J. Mills replied that goes back to the idea of removing caps to try to get legitimate businesses in. that would prevent someone from trying open a legitimate business that wants to invest in the community. J. Mills noted that he was still in favor of upping or removing the caps, but if you do so then you are still looking at more of this type of establishment coming in. M. Robinson stated that he would vote no on every one. M. Robinson asked how the 15 establishments received the gaming license and the Clerk explained that if a liquor licensee applies for and is granted a State gaming license, they can then apply for and receive a City gaming license. J. Mills noted that Larry's House of Cakes has video gaming. M. Robinson stated that this kind of establishment isn't looking to sell alcohol and Interim Chief Grubbs indicated that wasn't necessarily true. M. Robinson remarked that if an applicant wanted a license, they could start a bar. J. Mills asked M. Robinson if he recalled his vote on the application that came through for this type of establishment.

T. Karayiannis moved, J. Mills seconded, to create a new Class V license specifically for video gaming with a fee of \$3,000. VOTE: Ayes: J. Mills, T. Karayiannis, and J. Webb. Nays: M. Robinson. E. Loehmer abstained.

Following the vote, Board continued the discussion regarding video gaming for an additional ten minutes. J. Mills stated that the community will only be able to support so many businesses of this type and that there are only so many dollars to go around. He asked Chief Grubbs about any inside knowledge he had about this matter. Interim Chief Grubbs comments included considering the uniqueness of our community and its demographics and that college students sometimes take risks with credit cards. He noted he was not a gambling proponent, but places like Tres Hombres weren't of concern, but rather places that would use gaming to try to supplement undesirable activities that may already occur at those establishments. Interim Chief Grubbs suggested considering the revenue generation prior to setting the fees. He noted that there are still title loan companies who would like to locate here. J. Mills stated that this is now legal and the state is now pushing it because of revenue. J. Mills remarked that if there is a situation where caps are removed and licenses are considered on an individual basis, that this license classification should be reconsidered. S. Payne stated that it could be priced accordingly and that if priced cheaply, it will draw every Tom, Dick, and Harry, and if it is as profitable as they say it is that should be the regulator as to who you let in.

#### **6. Consideration of a Class A1 Liquor License for Sen Fuy's Inc. d/b/a New Kahala Fast Foods at 600 East Grand Avenue Suite 3**

William Lo was present to respond to questions from the Board. The business had received approval for a liquor license previously, but due to lease issues, did not complete the submission of outstanding items. Now at a new location, New Kahala is resubmitting its application. Mr. Lo commented on business operations at their new location and noted that the business is seeking to sell beer and wine only. M. Robinson asked if the beer and wine would be included in carry-outs and Mr. Lo replied no. J. Mills asked the applicant if he resided in Jackson County due to the notary crossing out "Jackson" and writing in "Williamson" County. Mr. Lo indicated that he does live in Jackson County. J. Mills asked about the training for his staff and Mr. Lo stated that 3 or 4 are already trained.

J. Mills moved, T. Karayiannis seconded, to approve the issuance of a Class A1 liquor license to Sen Foy's Inc. d/b/a New Kahala Fast Foods and 600 East Grand Avenue Suite 3 contingent upon receipt of outstanding items. All voted aye. Motion declared carries.

J. Mills noted that the restaurant's new location is in an area with a high student population and that it is feasible that while operating as a restaurant, students could conceivably sit and drink for an extended period

of time. He noted that with the recent discussion of restaurant licenses, it will be interesting to look at the monitoring and regulation over percentages and how it will play out in the future.

**7. Liquor Advisory Board Comments**

None.

**8. Citizens' Comments**

None.

**9. Adjournment**

There being no further business, the meeting adjourned at 6:30 p.m.

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Date Approved

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Jennifer Sorrell, City Clerk



**MINUTES**  
**City of Carbondale**  
**Preservation Commission**  
**Monday, June 16, 2014**  
**City Hall/Civic Center – 7:00 p.m.**

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1. **Roll Call:** Chair Parkinson called the meeting to order at 7:00p.m.

**Members Present:** Benedict, Doherty, Ittner, Jackson, Parkinson, Sigler

**Members Absent:** Clark, Compartato, VanAwken

**Staff Present:** Sergeev

**Guests:** Jane Adams, D. Gorton, Becky Parkinson

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2. **Approval of Minutes:** Ms. Ittner moved, seconded by Mr. Sigler, to approve the minutes of May 19, 2014. The motion passed on a unanimous voice vote.

3. **Communications and Reports:**

**A. Education and Technical Assistance Committee**

Ms. Ittner covered several topics

-Bill Furry, Illinois State Historic, had sent her an email of apology.

-Explained that there are three steps to an oral history and they will probably be in three separate years.

-Her daughter has found a lady who worked at the glove factory and that she would be following up with her.

-She also stated that she is working on some mini histories pertaining to churches.

-Eric Jones is working on a project pertaining to SIU's first sports field.

**B. Nomination and Hardship Review Committee**

none

**C. Work Plan Committee – Moved to 4-A**

**D. Certificate of Appropriateness Committee**

none

**4. Old Business:**

**A. Work Plan**

Mr. Parkinson stated that a copy of the 2014 - 2015 Work Plan had been submitted.

Ms. Doherty talked about how they prepared the 2014 – 2015 Work Plan.

There was discussion about the 2014 – 2015 Work Plan and that they would like to do a mid-year review in October, no changes were made to the plan.

Mr. Sigler moved, seconded by Ms. Benedict, to Accept 2014 – 2015 Work Plan.

The motion was approved by a unanimous voice vote

**B. Survey Results**

There was a short discussion about the Survey Results regarding missing house numbers and how many houses were torn down, dilapidated or replaced with new structure.

**5. New Business:**

**A. Letter of Support of D. Gorton for Landmarks Illinois award**

Mr. Parkinson stated he has been approached by Mr. D. Gorton about being nominated for an award for preserving some homes in Carbondale.

Mr. D. Gorton spoke about the work that he and Ms. Jane Adams have done in the area and the qualifications that need to be met for this award. He asked that they be consider for the Landmarks Illinois' Richard H. Driehaus Foundation Leadership Award which is the most prestigious award in Illinois for preservation.

Mr. Parkinson talked about how Mr. D. Gorton and Ms. Jane Adams could nominate themselves but it would look better if the board nominated them to the Richard H. Driehaus Foundation. He suggested a committee of three to review and approve all the documents to be submitted to Landmarks Illinois.

Mr. Parkinson asked if anyone had any questions for Mr. D. Gorton or Ms. Jane Adams.

Mr. D. Gorton stated that the primary reason they would like to be nominated is to bring attention to Southern Illinois he also noted that once you have won an award it opens up doors for more grants.

Ms. Ittner moved, seconded by Mr. Sigler, to nominate Mr. D. Gorton and Ms. Jane Adams for the Landmarks Illinois' Richard H. Driehaus Foundation Leadership Award and to authorize a committee of three to review and approve final documents to be submitted to Landmarks Illinois.

The motion was approved by a unanimous voice vote

Ms. Benedict, Ms. Jackson and Mr. Sigler volunteered for the committee. As vice-chair of the Preservation Commission, Mr. Sigler will serve as chair for the committee.

**B. CLG Report for fiscal year 2014**

Ms. Ittner moved, seconded by Mr. Sigler, to approve CLG Report for fiscal year 2014.

The motion was approved by a unanimous voice vote

**6. Comments by the Public, Commission Members and Staff:**

Mr. Parkinson thanked everyone for coming to the plaque dedication. He also wanted to remind everyone that July's meeting is canceled and that the August meeting is optional.

**7. Adjournment:**

Mr. Parkinson adjourned the meeting at 7:58 p.m.



**Commissioners Present:** Lauren Bonner, Joseph Brown, Jerrold Hennrich, Eric McMillan, Faith Miller, Dora Weaver

**Commissioners Excused:** Peg Falcone, Karriem Shariati

**Commissioners Absent:**

**Study Circle Staff Present:** Sarah Heyer

**Guests Present:** Rev. Sonja Ingebritsen, Elius Reed

**Staff Present:** City Manager Kevin Baity, Interim Chief Jeff Grubbs, Deborah McCoy

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## Call to Order

The meeting was called to order by Chair Hennrich at 6:35 p.m.

## Minutes

Motion was made by Commissioner McMillan and seconded by Commissioner Brown to approve the minutes of the August 4, 2014 meeting with the correction that Police Chief Jody O'Guinn was not present. Motion carried.

## Announcements

November 12, 2014 Bob Moses will speak at SIU-C, 7:30 p.m. The Student Programming Council (SPC) is the main sponsor of the event, and Shryock Auditorium is thought to be the location. Mr. Moses currently coordinates the Algebra Project, helped to organize Freedom Summer in 1964, and worked with the SCLC on the voter registration project.

## Public Comments

Mr. Reed stated that he had filed the NAACP Criminal Justice Committee Report involving the Molly Young and Pravin Varaghese unresolved murder cases. His report contained statements regarding the safety of students, and the creation of a junior Jim Crow system through the failure to investigate white males such as Richard Minton and Gaege Bethune. Mr. Reed commented on press releases and the dismissal of former Police Chief Jody O'Guinn. He stated that several people wanted to know the reasons for the dismissal. Mr. Reed read the City of Carbondale Grievance Policy from the Non-Bargaining Rules and Regulations, and quoted a Carbondale Times article that indicated Police Chief O'Guinn had filed a grievance with the NBUE. Mr. Reed asked about at-will employment in Illinois. Mr. Baity provided an explanation of at-will employment, exempt employees, competitive employees, and an employee's right to appeal and appear before the Personnel Board.

Mr. Reed commented on the increase of 25 SIU-C students. Commissioner Brown commented on a DE article about international students and the students fitting in. He stated that there has been a significant increase in

transfer and international students. He indicated that there are two things that could impact the recruitment and retention of international students are: not enough usable, appropriate spaces to pray; and no safe place to smoke cigarettes.

### **Study Circles Report**

Coordinator Heyer reported the group met last Wednesday and discussed the Neighborhood Business District. Members also attended the Planning Commission meeting, and many of their suggestions were incorporated. One of the things coming out of the meetings was that neighborhoods need to be organized.

### **Non-Violent Carbondale Project**

Diana Sussman, Director of the Carbondale Library, sent an email to identify a meeting date to discuss relative issues and the Hugh Muldoon Peacemaker Award.

### **Old Business**

Law Enforcement Reports: Commissioner Falcone forwarded the Data Request to Mayor Monty and Councilwoman Bradshaw as directed..

### HRC Responsibilities, Role, Charges:

Review of City Code Pertaining to the Human Relations Commission: Chair Hennrich reviewed the Declaration of Policy from Chapter 14 – Boards and Commissions, Article 1. Carbondale Human Relations Commission of the City of Carbondale City Code; Ordinance 2003-66 which established the Human Relations Commission (HRC). Commissioner McMillan indicated that he visited the Department of Human Rights Office in Marion. They deal with employment discrimination and housing (only in Chicago). Intake is done in Chicago or Springfield, by phone, in person, or online. The Marion Office only conducts investigations. The Human Rights Commission hears cases and makes ruling. The Human Rights Office out of Marion will conduct training if there are 35 or more participants.

Restructured Agenda: Following discussion, Commissioners decided to table the discussion about the agenda until Commissioner Falcone can be present. The current agenda will continue to be used.

Annual Report: The 2013 report was submitted to the Mayor and City Council.

Education Campaign Committee: Commissioner Miller stated that there has been discussion by Commissioners about bringing someone to speak on housing concerns or someone who attended the IMHRA Conference and the Restorative Justice efforts. Chair Hennrich stated that Professor Cheryl Anderson, who teaches employment discrimination at SIU-C, would be willing to provide some training to Commissioners and others. Commissioner Miller commented that State Senator Mattie Hunter is willing to return to Carbondale to speak dependent upon the topic.

Commissioner Weaver indicated that the HRC could post information on their website about workshops and training. She reported that she and Commissioner Falcone had contacted City of Carbondale IT Manager Mark Jones, and spoke with City Manager Baity regarding HRC's website. The information to be placed on the website will be presented to the Commission, and then to the City Manager for approval.

Community Discussions: No report.

Racial Justice Coalition: Rev. Ingebritsen spoke about a letter that was sent to the City Manager, Mayor and Council regarding a special meeting to address unanswered questions about the Koppers Plant and Brightfields issues. She stated that she had heard from two Council Members, but had not yet heard from the Mayor or Manager. Mr. Baity commented that he had spoken to the Mayor and there were basically three questions that needed to be answered: 1) what are the citizens' questions, 2) will the forum be considered the second meeting requested of Brightfields, and 3) who all will be the participants. Rev. Ingebritsen inquired as to whether a letter needed to be sent with questions. Mr. Baity suggested indicated that that would be a good idea, and would allow the City to be knowledgeable of what is expected to be provided. Mr. Baity explained that the City Council would be discussing whether or not to hold the public forum at its September 30 meeting and needs to have the questions and issues ahead of time to they can provide responses. Rev. Ingebritsen stated that some questions are known and that a main concern is who will be the advocate for the citizens.

Rev. Ingebritsen stated that the Coalition has been communicating with the Carbondale Elementary School District #95 about their Community Growth Plan. The Coalition provided some feedback after reviewing the plan. They are requesting that a public relations representative be hired who practices cultural sensitivity.

Rev. Ingebritsen indicated that she has been communicating with Didace Kimana, a young Catholic priest from Rwanda, presently living in Chicago, who has experience with transformational conflict. He is in Chicago until May 2015, and is willing to come to Carbondale to share his story on surviving genocide. Rev. Ingebritsen commented that following the presentation, circles could be formed where individuals were sharing with each other. This would provide an opportunity to talk about where the real wounds are. The Coalition is in the process of planning the event and co-sponsors and committee participants are needed.

## **New Business**

Discussion of HRC's efforts on behalf of citizens for helping move the Carbondale Police Department forward, including assisting the Interim Police Chief and identification of a new Police Chief: Chair Hennrich suggested that a public meeting be hosted by HRC to allow citizens to provide feedback on what they would like to see in a police department. Commissioner McMillan referenced a recent radio interview where the City Manager indicated he had put together a plan for identifying a new chief, and asked if there was anything that could be shared about the plan. Mr. Baity stated it is week three with the Interim Police Chief, and the goal was to meet with all CPD shifts and staff during the first 36-48 hours following the dismissal of the previous Chief. Mr. Baity stated that he and Interim Chief Grubbs met with the staff, provided information, and answered questions. He stated that he felt it was too soon to hire a new Chief so soon after the firing of the former Chief, and he wanted to allow time for the Department to heal in a positive way, as well as have a chance to assess what is and what is not working. Mr. Baity explained that in the past, the selection of police chiefs and department heads has been conducted by a committee of the City Manager and one or two additional City employees and sometimes a couple of outside individuals. Commissioner Miller asked whether it has been common practice to solicit comments from the community to which this person (new Chief) will be responsible for protecting and serving. Mr. Baity explained the most recent City Manager selection process. He indicated that he has not mapped out anything as far as who would be involved, and is open to hearing comments on what people think about the selection process and what they are looking for in a police chief. Commissioner Bonner stated that a meet-and-greet could be added to the process for the public. Commissioner Brown indicated that if what is being talked about is the notion of a window of opportunity and something about a healing moment, then it needs to be a step up from a meet-and-greet. The community should be invited in to talk about how they feel about policing, and protection, and order. It can be done with the right kind of facilitation that it isn't a screaming match and a scratching at old wounds; but that it is a story that needs to be heard so that when the

search committee begins to go through the entire process, even reviewing the applications, there is a certain set of questions that are in the minds of the search committee that they know should be asked of the different applicants. In fact, it could be part of the application process to ask applicants to write a statement on *how do you do see your work as a police chief in light of some of these concerns*. That could be a real quick way to get some of the people moving forward.

There was discussion regarding the composition of the hiring/search committee. Commissioner McMillan spoke about the importance of trust and the issue of disconnect and cited the situation in Ferguson, MO (see handouts). Commissioner Weaver asked if there were personality and aptitude assessment examinations that are conducted before hiring is done in the Police Department. Rev. Ingebritsen agreed with the suggestion of conducting such examinations, referring to the process she went through in her ministerial training. Interim Chief Grubbs indicated that no such examinations are presently in place as part of the hiring process.

Interim Chief Grubbs spoke about his commitment to the CPD. He stated that the decisions and moves he has made have been based on what is best for the Department. He met with all the officers and staff within a week of the termination of Chief O'Guinn. His goal is to move the department forward. Commissioner McMillan advised that he be as open and honest as possible and share what can be shared with the community. Mr. Reed commented that the main complaint from the community has been communication. Interim Chief Grubbs stated he will be open about the things he can be. Chief Grubbs commented that one person cannot do the job, and he asked for HRC's help. Commissioner Brown commented that more people need to hear Interim Chief Grubbs' talk from the heart that was shared with HRC, and that it was okay to be redundant. Interim Chief Grubbs stated that he would make a point to be present at HRC meetings.

Chair Hennrich spoke about a complaint he had filed with the Carbondale Police Department, and stated that Officers came to question his tenants at 9:00 p.m., and him at 7:00 a.m. He felt the Officers could have visited during more reasonable hours. Interim Chief Grubbs stated that the investigation was complete, pending the final review process by the Chief.

Chair Hennrich commented on a recent positive interaction with a Police Officer on the corner of Main and Wall. A six-year-old's grandfather was having a diabetic issue. The Officer arrived and assessed the situation, spoke with the gentlemen and requested an ambulance. The Officer remained calm and did not frighten the child. It was a good interaction. Chief Grubbs commented that it is important for the men and women in the Police Department to hear stories like that. They are every bit influenced by and inspired by positive comments about the good work they do. Officers handle over 60,000 calls for service a year, and there is a lot of good work being done by the men and women of the Police Department. Mistakes are also made, and when they are, the Department needs to be honest and open when they can. Supervisors work equally as hard and are counseling and guiding officers daily.

**Next Meeting: October 6, 2014, 6:30 p.m.**

**Adjournment** - There being no further business, the meeting was adjourned.

Recorded by Deborah McCoy \_\_\_\_\_

