

Request for City Council Action

Date: February 10, 2015

Agenda Section: Consent Agenda No. 5	Originating Department: City Clerk's Office
Item: Approval of City Council Meeting Minutes from January 20 and January 27, 2015 No. 5.1	Approved:

Attached are the minutes from the Special City Council Meeting of January 20, 2015, and the Regular City Council Meeting of January 27, 2015.

Recommended Action:

Council approval of the minutes is requested.

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 _____

City Council of the City of Carbondale, Illinois
Special Meeting of January 20, 2015

The City Council of the City of Carbondale, Illinois, held a special meeting on Tuesday, January 20, 2015, in City Council Chambers, 200 South Illinois Avenue. Acting Mayor Donald Monty called the meeting to order at 6:05 p.m. with the following members of the Council present/absent:

1. Roll Call

Present: Councilwoman Jane Adams, Councilman Lee Fronabarger, Councilwoman Corene McDaniel, Councilwoman Jessica Bradshaw, Councilwoman Carolin Harvey, and Acting Mayor Donald Monty (Councilman Lance Jack arrived at 6:35 p.m.)

Absent: None

Also present were City Manager Kevin Baity, City Clerk Jennifer Sorrell, and various members of the City's administrative staff.

2. Citizens' Comments and Questions

None.

3. Review of FY 2015 and FY 2016 General Fund Revenues and Expenditures and Potential New Revenue Sources

The City Manager reviewed the anticipated versus budgeted revenues and expenditures for the current fiscal year, noting expected changes which include a decrease in the casualty insurance premium, a reduction for the employer's share of IMRF, and an increase in Fire and Police pension fund expenditures. Finance Director Don Ursini reviewed additional anticipated changes in FY 2015 revenues including increases in the allotment of income tax, state use tax, video gaming tax receipts, and home rule and sales tax earnings. Discussion regarding the anticipated decrease in available housing grant funds followed. The City Council offered comments and questions pertaining to utility taxes, decreases and projections in City court fines, the impact of reducing traffic patrols in safety and in revenues, when revenue projections may be firmed up, changes to anticipated deficit projections, the eight month totals versus the anticipated end-of-fiscal year projections, the annual budget adjustment for the police contingency fund, budget overruns such as the construction of Schwartz Street, and sale of City-owned property. Finance Director Don Ursini, Accounting Manager Jeff Davis, Interim Police Chief Jeff Grubbs and City Manager Kevin Baity responded accordingly.

Discussion for the FY 2016 Budget

Finance Director Don Ursini indicated a slight uptick in revenue projections for sales tax, video gaming tax, SIU's expectation of nominal enrollment increases, and decreases to expenses in the areas of casualty insurance premiums and to the employer's share of IMRF. City Manager Kevin Baity itemized areas in the budget he will consider in order to decrease expenditures. This includes differentiating between mandatory and discretionary travel, decreasing the number of City vehicles purchased and possibly placing a one-year moratorium on vehicle purchases, reduction in the number of cellphones provided to employees, and increasing employee contributions for healthcare coverage. Savings in capital outlay were addressed including billing software and the replacement of the aerial fire truck.

City Council questioned and commented upon the impact of reductions in funding to SIU and reductions in the area's employment base, reductions in personnel expenditures included the elimination of positions, where reductions in services could potentially occur, utilizing a four-day work week, converting to propane-powered vehicles or adding hybrid/electric vehicles, and exploring alternate recycling service contracts.

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New Revenue Sources

The City Manager reviewed spreadsheets which listed some Illinois communities which instituted specific taxes such as a food and beverage tax and/or a package liquor tax, and what percentage those communities were collecting. The City Council suggested looking further into alternative revenue sources including a food and beverage tax, a package liquor tax, an entertainment tax, and a tax on Styrofoam, plastic bags, and plastic bottles. Utilization of those funds from alternate revenue sources for community improvement projects, beautification and downtown development, or other dedicated sources such as community agencies was deliberated.

An additional suggestion included discussion with SIU to draw additional events and entertainment acts to the City of Carbondale, which events generate sales tax revenues. There was conversation about the changes to the number and types of events which come to SIU.

Community agency funding was then discussed by the City Council. There were comments about limiting spending to no more than what was approved for the current fiscal year. Councilmembers indicated their interest in determining into which community goals each organization fit, the allocation of funding to each type of service area or for achieving such community goals, inquiring of each organization about the utilization of other sources of funding, requesting documentation of applications for grants, suggestions to direct them to such sources such as the United Way, and which organizations to consider for funding requests in the future. Council also indicated an interest to holding a meeting in the summer to discuss community organization funding in depth before the budget process begins.

Council directed Staff to bring back at the meeting of February 10, details about, costs for administering, and procedures for the institution and collection of the new taxes, as well as the projects which have been brought up in the past which might benefit from these proposed taxes.

Citizen Comments

Mike Henry, 1210 West Hill Avenue, asked from which budget year the downtown consultants would be paid and noted that the Chamber of Commerce will host the Southern Illinois Homebuilders event this year. He emphasized that continued dialogue with the University is the key to entertainment in the City of Carbondale.

Anna Durrett, West Main Street, indicated she enjoyed the discussion and asked the Council to consider taxing cigarettes and electronic cigarettes. She suggested the City assist in promoting the events held at SIU, but noted her disinclination to seeking out corporations and events which exploit animals and workers.

Angie Kaye, 113 North Lark Lane, stated she enjoyed the discussion, noted her past experience with the City in the Finance Department, and commended the Council on the work being done. She hoped they would carefully review the line items for expenditures in the general budget and itemized other areas of the budget where careful considerations must be made.

4. Council Comments

Councilwoman Bradshaw congratulated the organizers of and participants in the Annual Neighborhood Alliance meeting. She recognized the loss in the previous year of several individuals who contributed significantly to the community and encouraged members of her generation to participate in the community.

Acting Mayor Monty shared his observations and commented on the two Martin Luther King, Jr. events. Sunday's event reflected very well upon the hard work of organizers and performers. The event on

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Monday at the NAACP annual breakfast placed an emphasis on youth and he noted how critical it is for the entire community to support, encourage, and mentor them along the way.

5. Adjournment

There being no further business to come before the Council, the meeting was declared adjourned at 8:50 p.m.

Jennifer R. Sorrell, City Clerk

Approved by the City Council on:

**City Council of the City of Carbondale, Illinois
Regular Meeting of January 27, 2015**

The City Council of the City of Carbondale, Illinois, held a regular meeting on Tuesday, January 27, 2015, in City Council Chambers, 200 South Illinois Avenue. Acting Mayor Donald Monty called the meeting to order at 7:28 p.m. with the following members of the Council present/absent:

1. Roll Call

Present: Councilwoman Jane Adams, Councilman Lee Fronabarger, Councilwoman Corene McDaniel, Councilwoman Jessica Bradshaw, Councilwoman Carolin Harvey, Councilman Lance Jack, and Acting Mayor Donald Monty

Absent: None

Also present were City Manager Kevin Baity, City Clerk Jennifer Sorrell, and various members of the City's administrative staff.

2. General Announcements and Proclamations

City Manager Baity informed citizens that those who have Homefield Energy as their electricity provider have received an opt out letter due to the City's extension of the energy aggregation contract from March 2015 to June 2015. This contract extension was approved by the City Council three months prior. Acting Mayor Monty provided explanation about the billing company versus distribution company.

Councilwoman Harvey gave a reminder that February is the national observance of Black History month and encouraged participation in some of the events throughout the month.

Councilwoman Adams announced a three day Hack-a-thon at the Dunn Richmond Center where high school students will learn computer coding and develop computer skills; the Women's Center fundraiser "Taste of Chocolate" on February 6 at the Civic Center; and the "Walk Off the Chocolate" family walk-a-thon fundraiser for the Women's Center on February 7 at the Garden Grove Event Center.

Councilman Fronabarger announced the next Saluki Men's basketball game at 7:00 p.m. on Wednesday; "Rockin' The Symphony" on Thursday night at Shryock Auditorium, an event which will be televised by PBS nationwide; and noted an update from The Southern Illinoisan's Springfield bureau on video gaming revenues, wherein the State revenue topped \$164.8 million and municipalities received \$32.9 million.

Councilwoman Bradshaw announced the closing reception for the art in the Civic Center gallery on Friday; a benefit for the Splash Park on Tuesday, where a portion of the receipts received by Harbaugh's will be donated to the Splash Park; on Tuesday, February 2, at the Williamson County Pavilion and on Wednesday, February 3, at the Carbondale Civic Center, the Southern Illinois Metropolitan Planning Organization will hold forums to receive community input on transportation concerns of all forms.

Acting Mayor Monty announced the Southern Illinois Waterworks will hold their annual meeting on Wednesday, January 28, at the Carbondale Civic Center and remarked on the passing of James Rossiter, a former Carbondale police officer and long-standing member of the community.

3. Citizens' Comments and Questions

None.

4. Public Hearings and Special Reports

Meghan Cole, Executive member of the Downtown Advisory Committee, provided an update of the Downtown Advisory Committee's efforts. She noted that an RFQ will be sent out to five finalists, interviews will be conducted in February, and a finalist should be brought for City Council consideration in March. The DAC's report was provided to each of the five finalists.

5. Consent Agenda

1. Pulled by L. Fronabarger.
2. Approval of Warrant for Period Ending 12/22/2014 FY 2015 Warrant # 1231 in the Amount of \$1,375,841.98. Recommendation: Approve Warrant #1231. (Exhibit A-01-27-2015)
3. Approval of Warrant for Period Ending 1/05/2015 FY 2015 Warrant # 1232 in the Amount of \$2,633,783.18. Recommendation: Approve Warrant # 1232. (Exhibit B-01-27-2015)
4. Acceptance of Minutes of Boards, Commissions, and Committees. Recommendation: Accept and file the approved meeting minutes of the Preservation Commission of November 17, 2014; the Planning Commission of December 17, 2014; the Carbondale Public Library Board of Trustees of October 8 and November 12, 2014; the Liquor Advisory Board of December 4, 2014; and the Board of Fire and Police Commissions of December 15, 2015.
5. Acceptance of Temporary Construction Easements and Permanent Maintenance Easements for the Development of a Public Parking Lot along South Illinois Avenue and Acceptance of a Warranty Deed for Property Located at 713 South Illinois Avenue. Recommendation: Accept the temporary and permanent easements and authorize the City Clerk to have the easements and warranty deed recorded by the Jackson County Clerk and Recorder's Office.
6. Award of Contract for Cedar Lake Spillway Repairs (WS1002) to S.M. Burkey Construction, Inc., of Murphysboro, Illinois, in the amount of \$299,001.91. Recommendation: Award the contract for the spillway repairs to S.M. Burkey Construction, Inc.
7. Award of Contract for the Water Plant Lagoon Modifications (WS1201) to Dean Bush Construction Company of Carbondale, Illinois, in the amount of \$645,000.00. Recommendation: Award the contract for the WTP Lagoon Modifications to Dean Bush Construction Company of Carbondale, Illinois.
8. Award of Contract for the New Era Road Lift Station Replacement (WW9602) to Haier Plumbing and Heating, Inc., of Okawville, Illinois, in the amount of \$128,138.00. Recommendation: Award the contract for the lift station replacement to Haier Plumbing and Heating, Inc.

L. Fronabarger moved, C. Harvey seconded, to approve Consent Agenda Items 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, and 5.8. VOTE: Ayes: J. Adams, L. Fronabarger, C. McDaniel, J. Bradshaw, C. Harvey, L. Jack, and D. Monty. Nays: None. Motion declared carried.

5.1 Approval of Minutes for the Regular City Council Meeting Held on January 6, 2015. L. Jack moved, C. Harvey seconded, to approve the minutes for the regular City Council meeting of January 6, 2015. Councilman Fronabarger noted a correction to the minutes wherein Splash of Love was corrected to Splash of Luck. VOTE: Ayes: J. Adams, L. Fronabarger, C. McDaniel, J. Bradshaw, C. Harvey, L. Jack, and D. Monty. Nays: None. Motion declared carried.

6. General Business

1. Review of Community Goals for the FY 2016 Budget

City Manager Baity suggested reviewing each of the policy statements and then review individual objectives and strategies.

Council noted that during the previous year, it was recommended that strategies be more closely tied to the individual goals, reviewed the minutes from April 2014, where summaries should provide goals and measurable strategies, shared a recommendation from the public to rename “strategies” to “actions”, suggested utilizing S.M.A.R.T. goals for those action sections, attaching performance measurements to goals, objectives, and strategies, and each strategy or action should be tied to something measurable, if not numerically, then in narrative form.

The City Council reviewed the Community Goals and offered suggested changes for each Community Goal section. Those suggestions are noted below, broken down by each section.

I. Promote Economic Development and Community Growth

Policy Statement:

- Add “retirement” to “...as the region’s educational, commercial, medical, cultural, population, and employment center...”

Goals:

- Add “retirement” to Goal D;
- Integrate the extension of Gigabit capability into this section;
- Inclusion of “promotion of value-added food production”;
- Reorganize, simplify, and consolidate the Goals;
- Redevelopment of the downtown as a Goal;
- Inclusion of the creative economy;
- Goal K – should either have the study to find the baseline for the City’s greenhouse gas emissions or remove the item;
- Goal G – expand to add emphasis for pedestrian and bicycle traffic;
- Goal L – add emphasis on local and regional economic development;
- Goal L – relating to this goal, consider amending the City Code to extend local bid preference to “regional bid preference” if a Carbondale business cannot be found;
- Addition of “recreation” to goals in this section.

Objectives:

- Suggestion that Downtown Development might be best within Objectives;
- Objective 15 is an excellent goal on paper, but we do not encourage it. Either do it or remove it.
- Objective 17. “Remove barriers which confront disabled residents and provide assistance to new and expanding minority businesses.” Suggested splitting those items.

Another suggestion was to provide a definition of “Goals” and “Objectives” to better define the difference between the two.

Strategies:

- Details about the history and purpose of the Carbondale Business Development Corporation were provided;
- Inclusion of specific action plans tied to some of the Downtown Advisory Committee’s recommendations such as conducting a feasibility study for the Farmers’ Market, the multi-modal facility, enumerating specific ideas for the creative economy here, downtown wireless, feasibility studies and preliminary cost estimates for returning Highway 51 to a two-way street, burial of power lines, etc.;
- Addition of Varsity Center for the Arts in the statement about support for Carbondale Community Arts;

It was suggested that the Community Goals be emailed to the City Council and each Councilmember could then send any additions, comments, and questions to the City Manager and Clerk, where they could be compiled and returned for discussion.

A separate suggestion was to completely restructure the Community Goals to provide a Goal, under which would be placed Objectives related to that Goal, and under each Objective would be Action points. After such restructuring, City Council could then add their own suggestions and revisions.

II. Provide Quality Services with Fiscal Responsibility

Policy Statement: No suggested changes

Goals:

- Goal E. “Update long-range financial projections” should perhaps be a strategy; and
- Goal H. Add seeking efficiencies through usage of technology.

Objectives:

- Include management procedures that ensure quality and consistent delivery of services; and
- Creating a program which would foster employee input in ideas which may promote efficiencies and quality service.

Strategies: No suggested changes.

III. Encourage Citizen Participation and Community Pride

Policy Statement: No suggested changes.

Goals:

- Goal C should be updated to reflect new media mechanisms to reach out to the public;
- Goal E – we need to actively encourage the active participation of SIU and CCHS students in discussions which may affect them.

Objectives:

- Objective 5 – Include a program for the recognition of citizen volunteers for their services under Strategies.

Strategies:

- Outreach and communications in its many, varied forms should be included here, as well as the measurement of how many times they have been accessed and how many people are included on the mailing list.

IV. Strengthen and Promote Neighborhood Living

Policy Statement: No suggested changes.

Goals:

- Add to Goals the Development and Support of Neighborhood Associations, which is also included in the Comprehensive Plans;
- Goal A – include “a sense of community”;
- Goal E should include something about the renovation of existing housing stock;
- Goal A – Change “a sense of safety and security” to “Promote safety and security...” and build a better relationship with the community and policing.

Objectives:

- Objective 9. Expand Neighborhood Assistance Teams to address neighborhood issues that cut across department divisions of responsibility. Either remove the item or reinstitute the teams. There followed discussion about establishing a singular Staff point person as the contact person for Objectives 9, 11, and 12.

Strategies:

- Appoint a Staff person to address the Objectives of 9, 11, and 12; and
- An update on the progress of the City’s review of guidelines for the implementation of a

house party registry was provided.

A short recess was observed between 9:02 p.m. and 9:12 p.m.

2. Discussion of Pre-applications Received from Community Agencies and Organizations

The total amount of funding requested for FY 2016 was \$247,257, excluding Carbondale Main Street and Carbondale Tourism. The amount from FY 2015 was \$192,899. Each representative who submitted a funding request pre-application was provided an opportunity to provide new information not included in the proposals.

Attucks Community Services Board

Yolanda Rivera, Program Coordinator, received suggestions from the City Council and commented that City's funding from the previous year doubled meals served and the additional funding requests would employ more individuals and extend the services. Ms. Rivera indicated that Attucks had applied for two grants.

Boys and Girls Club of Carbondale

Randy Osburn, 4538 Giant City Road, remarked on the actions of the organization and the correlation to the Community Goals reviewed in the previous agenda item, added commentary to the pre-application submitted, responded to Council questions, and detailed grant funds of which the Club is a recipient.

Carbondale Community Arts, Inc.

Nancy Stemper, 201 South Maple Street, made comments in addition to the information provided in the pre-application submitted by the organization and remarked that several of the goals reviewed in the previous agenda item were supported by CCA. Ms. Stemper responded to City Council questions regarding pass-through funding to the Southern Illinois Irish Festival.

Carbondale Main Street

Meghan Cole, Director of Main Street, responded to City Council questions regarding their legal status and organizational structure.

Carbondale Convention and Tourism Bureau

Cinnamon Smith, Director of Carbondale Tourism, noted that following the submission of the pre-approval application, the Board had determined there would be a decrease in the funding request. She responded to City Council questions regarding pass-through funds, the reallocation of funds towards advertisement in the amount previously earmarked for funding the Splash Park as the three-year disbursement agreement is ending, and noted that there was \$10,000 in the Tourism budget for organizations hosting events in town, including Spirit of Attucks.

Centerstone – Big Brothers and Big Sisters

Ramona Kirkikis Girtman, 200 North Emerald, provided details about the service provided by the organization in addition to pre-application which was submitted, responded to questions from the City Council, and distributed a handout to the City Council.

Family Advocacy Services

The representative for this organization was unable to attend due to illness.

Good Samaritan Ministries

Mike Heath, Executive Director, provided explanation based on a report offering a comparison from the five year average to actual numbers in last fiscal year for transitional housing, food pantry, soup kitchen, emergency assistance, and emergency shelter.

I Can Read of Southern Illinois

Margaret Nesbitt, 216 East James and Thelma Walker Avenue, read and provided commentary in addition to the application submitted, noting services, program highlights, and accomplishments.

Ms. Nesbitt indicated the increase was for rent which was previously subsidized in part by the organization.

Jackson County Mass Transit

David Penny, 602 East College, provided additional details about the township program and the growth of services, in addition to the pre-application submitted. He responded to City Council questions.

Keep Carbondale Beautiful

Meghan Cole, Treasurer, was present to respond to questions.

It was noted that at one time, the Building and Neighborhood Services budget provided funding to KCB.

Senior Adult Services

No one present to respond to questions.

The Science Center

Chris Walls, 810 North Carico, discussed the history of the group, provided a few details about the organization, and remarked on grant funding opportunities the organization pursues and receives.

The Women's Center

Kathy McClanahan, Executive Director, commented on how the organization used the City's funds and remarked on the expansion of programs within the organization. She responded to City Council questions.

Spirit of Attucks

Etta White, 303A East Oak Street, was present to represent the Spirit of Attucks. She responded to City Council questions.

The City Council requested that the funding for agencies and organizations be titled differently so

that it is clear that these are one-time grants for agencies and organizations and further, that those organizations that provide contractual work, such as Carbondale Main Street and Carbondale Tourism, be separate from funding requests for social agencies. There was Council consensus supporting this recommendation.

C. Harvey moved, C. McDaniel seconded, to ask all organizations on the spreadsheet to submit full funding applications, except for Spirit of Attucks, which will apply through Carbondale Tourism. VOTE: Ayes: J. Adams, L. Fronabarger, C. McDaniel, J. Bradshaw, C. Harvey, L. Jack, and D. Monty. Nays: None. Motion declared carried.

7. Council Comments

None.

8. Closed Meeting to Discuss Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives and Deliberations Concerning Salary Schedules for One or More Classes of Employees

L. Jack moved, J. Bradshaw seconded, to hold a Closed Meeting to Discuss Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives and Deliberations Concerning Salary Schedules for One or More Classes of Employees in accordance with 5 ILCS 120/2 (c)(2) of the Illinois Open Meetings Act. VOTE: Ayes: J. Adams, L. Fronabarger, C. McDaniel, J. Bradshaw, C. Harvey, L. Jack, and D. Monty. Nays: None. Motion declared carried. Open session recessed at 10:46 p.m.

J Adams moved, L. Fronabarger seconded, to return to open session. VOTE: Ayes: J. Adams, L. Fronabarger, C. McDaniel, J. Bradshaw, C. Harvey, L. Jack and D. Monty. Nays: None. Motion declared carried. Open Session resumed at 12:21 a.m.

There being no further business to come before the Council, the meeting was declared adjourned at 12:22 a.m.

Jennifer R. Sorrell, City Clerk

Approved by the City Council on:
