

Request for City Council Action

Date: December 8, 2015

Agenda Section: Consent Agenda No. 5	Originating Department: City Clerk's Office
Item: Acceptance of Minutes of Boards, Commissions, and Committees No. 5.6	Approved:

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:

Human Relations Commission – November 2, 2015

Preservation Commission – October 19, 2015

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 _____

2014 Annual Report

**City of Carbondale
Human Relations Commission**

November 2015

TO OUR CITY COUNCIL:

The Carbondale Human Relations Commission (HRC) respectfully submits this annual report for the calendar year 2014. Included are summaries from the minutes of twelve regular meetings and one retreat, with some supporting material. Begun in 2003 to address concerns about how police interacted with citizens in pursuance of their duty to preserve public safety, the HRC is composed of diverse citizens committed to assuring that Carbondale is a peaceful and just place to live and work for all residents. The HRC is governed by the Open Meetings Act and welcomes residents to express their concerns with fair treatment at regular meetings.

During 2014 the deaths of Molly Young and Parvin Varughese were concerning, so the HRC listened to parents and others looking for justice. From these concerns come ***two recommendations: 1) that a chaplain, spiritual leader or trained counselor be involved with the police when notifying family and close friends of death or serious injury to loved ones; and 2) that law enforcement entities (CPD, SIU's Department of Public Safety, the Jackson County Sheriff's Office, and the Illinois State Police) work closely and timely with each other, providing information to overlapping jurisdictions when stops occur that leave questions unresolved.***

HRC's frustration over not being able to obtain needed arrest and complaint data from the CPD continued. One contributing factor is an outdated system that does not capture that data. Another seems to be reluctance to share complaint data. The HRC believes that complaints should be public information unless prohibited by law (not City policy or ordinance), and ***recommends that the City remove obstacles to providing arrest and complaint data.***

Commissioners observed that a \$400 administrative fee was charged by the City to some individuals whose vehicles are towed, payment of which is required

before payment of fees to the towing company can occur and a vehicle can be reclaimed. This process may result in unnecessary hardship on persons with few resources. ***The HRC recommends that the City review the necessity for the administrative fee, and that it be rescinded if it is not essential.***

Redevelopment of the old Koppers plant by Brightfields and the presence of police officers in elementary District 95 were also concerns brought to the HRC, resulting in discussion but no recommendations to the City Council.

Several guests at meetings reported that their interactions with city staff were "unfriendly" in that they felt brushed off or unheard when they asked for help or were looking for the appropriate place to address a citation or lodge a complaint. Although this results in no recommendation it seems important that city staff be viewed as helpful and welcoming to all.

To promote public education and to make information about the Human Relations Commission more accessible, a web presence was developed during the year, going "live" in December. This webpage includes information such as the HRC's history, archived minutes and reports, events, relevant resources, links to organizations with similar purposes, and complaint forms. The webpage address is <http://explorecarbondale.com/human-relations-commission-24>. The City is to be commended for its support of this effort.

During 2015, the Commission looks forward to:

- Obtaining and analyzing detailed CPD data and making recommendations to the City Council based on this analysis.
- Listening to community concerns related to fair treatment.
- Continuing public education efforts that enhance community knowledge of diverse community resources.
- Sponsoring a community forum to elicit input about how to promote community trust in law enforcement and how to improve community policing efforts.

Attachment 1 - Highlights from 2014 Minutes

NOTE: 2014 minutes are archived on the HRC webpage @ <http://explorecarbondale.com/human-relations-commission-24>

January 13: CPD data had not been provided, so discussion centered around acquiring it through sending a FOIA request. Commissioners agreed to invite the City Clerk to its February meeting to discuss the Open Meetings Act and FOIA requests. It was noted that people should be encouraged to use the complaint process that is already in place so that complaints are documented.

February 4: City Clerk Jennifer Sorrell provided information on FOIA requests, recommending "A Citizen's Guide to Using the Illinois Freedom of Information Act" (Paul Simon Public Policy Institute) as a reference. She recommended that City Attorney Mike Kimmel be invited to present information on the Open Meetings Act. Response to the FOIA request submitted to the CPD was shared, followed by discussion of preparing a new request for data that excludes confidential information. Several efforts designed to educate the community on the role of the Human Relations Commission were shared, including discussion of creating a webpage. One guest spoke about soil sample testing conducted by the EPA at the old Coppers Plant site.

March 17: CPD data for 2011, 2012, and 2013 was distributed. Commissioners discussed additional information they would like to see the reports contain (e.g. location of the crime and clarification of the codes). Deputy Chief Reno explained some of the statistics and programs, and responded to questions. The importance of coordination with SIU-C, Jackson County Sheriff, State Police, SIEG, and any other entities responsible for enforcement of the law was reiterated.

April 7: CPD data for 2011, 2012 and 2013 was discussed. Chief O'Guinn stated that some data desired by the Commission (e.g. number of arrests that are duplicative) is not available from the system, but the new system may make retrieval of additional data possible. City Manager Baity reported that the City is reviewing state traffic violations to determine if and how they can be incorporated into City ordinances so that revenue stays local rather than going to the State of Illinois. In answer to questions about restorative justice efforts for juveniles, it was stated that insufficient staff and funds made programs hard to implement. Commissioners suggested that creation of internships and externships might warrant exploration as a means of increasing available resources. Commissioners asked high school student guests whether they felt that there was a difference in how black and white students were treated, receiving a variety of responses. One non-student guest expressed concerns over SIU student Pravin Varughese's death including how it might have been prevented through better communication among law enforcement entities, how it was being handled through the court system and how it might affect student enrollment.

May 5: State's Attorney Carr was a guest at the meeting. Discussion centered around the death of Molly Young; and the death of Parvin Varughese. Much information could not be shared because investigations were ongoing. The focus of the HRC regarding these tragic deaths should be to see if future deaths can be prevented rather than seeking confidential information about the investigations and potential prosecutions themselves. The importance of various law enforcement entities communicating was emphasized. It was worrisome that the state police had relevant contact and did not inform the CPD; communicating more effectively might have saved a life. The need for accountability and transparency was emphasized. Other topics brought to the table by guests included: 1) District 95's growth plan; 2) need for cultural sensitivity training and for more African American law

enforcement officers; 3) ongoing distrust of the Brightfields project, including ongoing concerns about site contamination in the past, present and future.

June 2: Chair Hennrich read a letter from Lovely Varughese that expressed her family's frustration with obtaining information on the death of her son Pravin, who was found dead on February 18, 2014. Larry Young commented on his frustration with inconsistencies among reports surrounding the death of his daughter Molly Young 26 months previously.

July 7: Reverend Robert Gray, former Chaplain for the Carbondale Police Department, SIU-C Department of Public Safety, and SIU-C Campus Ministries, spoke about the role of a chaplain working with law enforcement, particularly when a death or serious injury occurs. Chief O'Guinn commented that he thought there was value in having a chaplain, but that it was a labor intensive role and volunteer clergy/spiritual leaders were hard to find.

July 31 (retreat): Mayor Monty reviewed the role of the HRC as described in City Ordinance, and encouraged commissioners to forward suggestions and recommendations to the City Council. Specific kinds of information that would have value were discussed, as was frustration with inability to get requested information from the CPD. Further, it seemed that using the Freedom of Information Act to obtain what appears to be public information is an unnecessary barrier. It is difficult to study the possibility of racial bias without relevant data. Availability of the police complaint form, whether complaints can be filed anonymously, and whether there is a way to know if complaints are addressed were discussed. Community policing as a bridge between law enforcement and community residents was discussed. The work of the HRC should be prevention oriented and should include listening to complaints, connecting people to available resources, and making recommendations to the City Council for systems change. Although discussion can occur at any City Council meeting, an item must be on the City Council agenda when action is needed.

August 4: Chair Hennrich reviewed the composition, duties and functions of the HRC from City Ordinance 2003-66, which established the Human Relations Commission (HRC). One guest spoke about his negative experience with staff and administrators of the City of Carbondale relating to a citation for tall grass on his Emerald Street rental property. One commissioner shared his own negative experience with city officials. Chair Hennrich commented on two negative experiences shared with him by local business owners, one of whom planned to file a formal complaint, and one of whom said a citation was withdrawn after an attorney became involved. Discussion centered on CPD data remaining inadequate. A draft list of desired CPD data elements was reviewed and approved by the Commission for forwarding to the Mayor Monty, Councilwoman Bradshaw and the City Manager.

September 8: Speaking on behalf of the Racial Justice Coalition, guest Rev. Sonya Ingebritsen expressed community concerns about the Koppers Plant and Brightfields development. City Manager Baity responded with general information about questions that still need to be addressed and steps the City envisions going forward. In the wake of the recent termination of Chief O'Guinn, discussion around how to provide input into hiring a new police chief occurred. One thought was to hold a public forum to identify what the community would like to see from their police department. Such input could become part of the selection process. Chair Hennrich spoke about a complaint he had filed with the Carbondale Police Department and about a positive interaction involving the police that he had observed. Interim Chief Grubbs stated that police officers handle over 60,000 calls for service a year, most of them examples of good work, and stated that when mistakes are made, the CPD needs to be as honest and open as allowed within the framework of applicable law.

October 6: Interim Chief Grubbs stated that a new computer system replacing the outdated 14-year old system is targeted to go live in February of 2015. Old data will be converted to the new system and new information fields will be added. He addressed an incident that occurred on Illinois Avenue in front of La Fogata Taqueria, confirming that several batteries occurred and that six individuals were taken into custody, one of whom was armed. A symposium on Race, Policing, and Justice in Carbondale planned by the SIU School of Journalism involving several panelists will be held on October 27 at the Civic Center. Chair Hennrich has been invited to facilitate. The School of Journalism will also sponsor a series of Civic Soul workshops in January. Chair Hennrich brought up the topic of towing fees charged by the City of Carbondale, specifically a \$400 towing fee that must be paid to the City prior to an individual paying the towing company's fee, making it very expensive to get a vehicle back. This fee impacts those who are most vulnerable and is similar to fees that the City of Ferguson recently eliminated or changed.

November 3: CPD reported re-implemented its partnership with Crime Stoppers. How to handle panhandlers has been a challenge - how does our community respect their first Amendments rights while also responding to concerns of businesses and customers. Existing laws will continue to be enforced, and efforts to revitalize blighted areas will continue. The CPD is also increasing its efforts to reach out to community schools and other community entities so that officers gain knowledge of the inside layout of schools and are prepared for possible emergencies, and have positive non-emergency interactions with students. Semi-annual in-service training is occurring, which includes how officers interact positively and professionally with people in performance of their duties. Chair Hennrich stated that in the future, the Commission needs to have more input into planning when it agrees to co-sponsor an event such as the recent symposium on Race, Policing and Justice in Carbondale. Further discussion of a possible Commission-sponsored public forum on policing was tabled until 2015.

December 8: Guest Cathy Field representing the Racial Justice Coalition brought concerns about whether having police in District 95 elementary schools was helping children. There was a concern that police were asking students about criminal activities in their households and neighborhoods. Commissioners discussed the need to develop trust between law enforcement and the community. A group called "The Sparrow Coalition" is being organized, designed to address the needs of hungry and homeless people in our community. Filming of the Civic Soul television series coordinated by the SIU School of journalism is in progress, with plans to air the series in the spring of 2015. Chair Hennrich indicated that he planned to draft a letter to the CPD requesting data. The Commission re-iterated its intent to sponsor a forum in the spring of 2015. It was determined that the Commission would send a letter to the City Council expressing the desire to have input into the hiring process, and presenting questions for candidates that would elicit responses to issues important to the commission and the public. A HRC webpage on the City's Explore Carbondale site is now "live". It includes a wide variety of information relevant to the mission, role and responsibilities of the Commission.

Attachment 2 - Data Desired from CPD

Arrest data: Comparison of data over the past 3 years (2011 – 2013) and annually thereafter so that trends can be analyzed. This data should include the following elements, broken out by year. A brief accompanying narrative would be welcome.

- Age (age range if more efficient)
- Ethnicity
- Student or non-student
- Neighborhood where arrested (quadrant)
- Offense (broken out by age, ethnicity, student or no, & neighborhood arrested)
- # different individuals arrested in each applicable category (as different from # arrests of same individual)

Complaint data: Comparison of data over the past 3 years (2011 – 2013) and annually thereafter so that trends can be analyzed. This data should include the following elements, broken out by year. A brief accompanying narrative would be welcome.

- Number of complaints (formal, administrative investigations & informal) - #/%
- Type/nature of complaints (formal, administrative investigations & informal) - #/%
- Source of complaints (formal, administrative investigations & informal) - #/%
- Disposition of complaints (formal, administrative investigations & informal) - #/%
- Number of officers at all levels on which complaints were filed (unduplicated)
- Number of persons making complaints (unduplicated)
- How many officers were involved in multiple complaints (formal, administrative investigations & informal) - #/%
- Number of complaints investigated (formal, administrative investigations & informal) - #/%
- Number of complaints found valid (formal, administrative investigations & informal) - #/%
- Number of complaints found invalid (formal, administrative investigations & informal) - #/%

The HRC believes that complaints should be public information.

NOTE: See minute highlights from August 4 meeting

Number of Juveniles in Custody**135**

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	33	0	98	3	0	1
SEX	<u>Female</u>	<u>Male</u>				
	32	103				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	135	0	0	0		

Number of Arrested Persons**2,885**

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	1413	15	1314	118	0	25
SEX	<u>Female</u>	<u>Male</u>				
	911	1974				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	19	2028	800	38		

Reported Number of Victims**2,441**

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	1343	33	978	44	3	40
SEX	<u>Female</u>	<u>Male</u>				
	1304	1137				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	166	1289	794	192		

**Report for Human Relations Commission
01/01/12 - 12/31/12**

Total # of UCR Violations Reported 6,632

<i>This includes UCR codes in the following categories</i>	
Codes 2010 to 2315 & 2807	595
Codes 2410 to 2495	824
<i>Index Crime Offenses</i>	
Murder	0
Criminal Sexual Assault	33
Robbery	36
Aggravated Assault/Battery	203
Burglary	269
Theft	842
Motor Vehicle Theft	55
Arson	12

Number of Traffic Citations 6,568

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	4369	113	1884	170	3	29
SEX	<u>Female</u>	<u>Male</u>				
	2685	3883				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	165	3876	2190	337		

Number of Juveniles in Custody

135

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	30	0	99	5	0	1
SEX	<u>Female</u>	<u>Male</u>				
	39	96				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	135	0	0	0		

Number of Arrested Persons

2,975

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	1392	10	1438	93	2	40
SEX	<u>Female</u>	<u>Male</u>				
	921	2054				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	49	2149	740	37		

Reported Number of Victims

2,553

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	1405	34	993	71	2	48
SEX	<u>Female</u>	<u>Male</u>				
	1332	1221				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	203	1417	772	161		

**Report for Human Relations Commission
01/01/11 - 12/31/11**

Total # of UCR Violations Reported 6,411

<i>This includes UCR codes in the following categories</i>	
Codes 2010 to 2315 & 2807	547
Codes 2410 to 2495	860
<i>Index Crime Offenses</i>	
Murder	2
Criminal Sexual Assault	40
Robbery	39
Aggravated Assault/Battery	213
Burglary	326
Theft	811
Motor Vehicle Theft	34
Arson	10

Number of Traffic Citations 5,399

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	3441	102	1665	152	8	31
SEX	<u>Female</u>	<u>Male</u>				
	2243	3156				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	119	3326	1668	286		

Number of Juveniles in Custody

117

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	20	0	86	4	0	1
SEX	<u>Female</u>	<u>Male</u>				
	41	76				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	117	0	0	0		

Number of Arrested Persons

3,046

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	1386	17	1474	131	1	37
SEX	<u>Female</u>	<u>Male</u>				
	946	2100				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	51	2241	719	35		

Reported Number of Victims

2,828

RACE	<u>White</u>	<u>Asian or Pacific Islander</u>	<u>African American</u>	<u>Hispanic</u>	<u>Indian</u>	<u>Unknown</u>
	1518	44	942	55	0	69
SEX	<u>Female</u>	<u>Male</u>				
	1272	1356				
AGE	<u>00-17</u>	<u>18-29</u>	<u>30-59</u>	<u>60+</u>		
	204	1559	732	133		

**CPD Arrest Data Comparison
2011 - 2013**

TOTALS - BREAKOUT BY OFFENSE CATEGORY

DESCRIPTION	2011	2012	2013
Total # of UCR Violations Reported {includes Universal Crime Report (UCR) codes in the following categories}	6,345	6,632	6,411
• Codes 2010 - 2807 (includes various juvenile codes such as alcohol offenses)	679	595	547
• Codes 2410 - 2495 (includes driving violations such as drag racing and DUI)	712	824	860
Index Crime offenses			
• Murder	3	0	2
• Criminal Sexual Assault	24	33	40
• Robbery	41	36	39
• Aggravated Assault/Battery	193	203	213
• Burglary	286	269	326
• Theft	770	842	811
• Motor Vehicle Theft	31	55	34
• Arson	8	12	10

TRAFFIC CITATIONS - BREAKOUT BY RACE, SEX, AGE

DESCRIPTION	2011	2012	2013
Total	10,471	6,568	5,399
Race			
• White	7384	4369	3441
• Asian or Pacific Islander	179	113	102
• African American	2600	1884	1665
• Hispanic	253	170	152
• Indian	4	3	8
• Unknown	51	29	31
Sex			
• Female	4451	2685	2243
• Male	6020	3883	3156
Age			
• 00-17	240	165	119
• 18-29	5615	3876	3326
• 30-59	3876	2190	1668
• 60+	740	337	286

JUVENILES IN CUSTODY - BREAKOUT BY RACE, SEX, AGE

DESCRIPTION	2011	2012	2013
Total	135	135	117
Race			
• White	33	30	20
• Asian or Pacific Islander	0	0	0
• African American	98	99	86
• Hispanic	3	5	4
• Indian	0	0	0
• Unknown	1	1	1
Sex			
• Female	32	39	41
• Male	103	96	76
Age			
• 00-17	135	135	117
• 18-29	0	0	0
• 30-59	0	0	0
• 60+	0	0	0

ARRESTED PERSONS - BREAKOUT BY RACE, SEX, AGE

DESCRIPTION	2011	2012	2013
Total	2,885	2,975	3,046
Race			
• White	1413	1392	1386
• Asian or Pacific Islander	15	10	17
• African American	1314	1438	1474
• Hispanic	118	93	131
• Indian	0	2	1
• Unknown	25	40	37
Sex			
• Female	911	921	946
• Male	1974	2054	2100
Age			
• 00-17	19	49	51
• 18-29	2028	2149	2241
• 30-59	800	740	719
• 60+	38	37	35

REPORTED NUMBER OF VICTIMS - BREAKOUT BY RACE, SEX, AGE

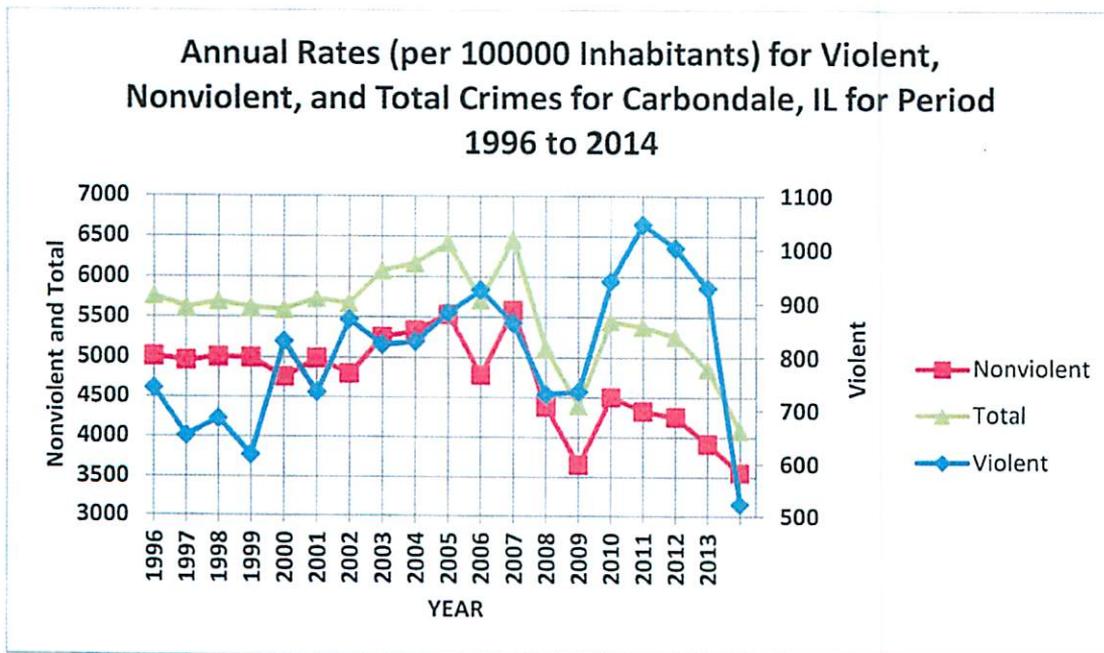
DESCRIPTION	2011	2012	2013
Total	2,441	2,553	2,828
Race			
• White	1343	1405	1518
• Asian or Pacific Islander	33	34	44
• African American	978	993	942
• Hispanic	44	71	55
• Indian	3	2	0
• Unknown	40	48	69
Sex			
• Female	1304	1332	1272
• Male	1137	1221	1356
Age			
• 00-17	166	203	204
• 18-29	1289	1417	1559
• 30-59	794	772	732
• 60+	192	161	133

CARBONDALE CRIME DATA HISTORY

Since I have not seen any media coverage of the 2014 Carbondale Uniform Crime Data from FBI.gov, I have added that data to the table and chart below for your information.

Year	Population	Carbondale Crime		
		Violent	Property	Total
1996	26676	198	1339	1537
1997	26679	174	1326	1500
1998	26454	181	1326	1507
1999	26454	163	1324	1487
2000	25063	208	1194	1402
2001	25063	184	1252	1436
2002	25043	218	1203	1421
2003	24761	204	1302	1506
2004	24592	204	1313	1517
2005	24790	219	1373	1592
2006	24939	231	1194	1425
2007	24760	214	1385	1599
2008	26376	193	1158	1351
2009	26225	193	961	1154
2010	25902	244	1168	1412
2011	25980	272	1126	1398
2012	25902	260	1103	1363
2013	26248	244	1031	1275
2014	26370	138	940	1078

1996 to 2012 data from Chris Wissmann article in Nightlife, August 2013. 2013 and 2014 data from FBI.gov.





MINUTES
Preservation Commission
Monday, October 19, 2015
City Hall/Civic Center – 7:00 p.m.

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

Members Present: Clark, Comparato, Doherty, Ittner, Sigler, Parkinson and Benedict

Members Absent: Van Awken

Staff Present: Sergeev

Guests: Lee Fronabarger

2. **Approval of Minutes:** Ms. Ittner moved, seconded by Mr. Sigler, to approve the minutes of September 21, 2015.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee

Ms. Ittner reported that she has obtained some pictures of the May 2014 dedication ceremony for the Illinois State Historical Society Marker at 501 S. Washington. She also stated that she will be attending the first meeting to plan the Memorial Day Celebration at Woodlawn Cemetery.

- b) Nomination and Hardship Committee

Nothing to Review

- c) Work Plan Committee

Nothing to Review

- d) Certificate of Appropriateness Committee

Nothing to Review

- e) Downtown Advisory Committee Report

Mr. Sigler updated the commission about the Draft report that Houseal Lavigne prepared for the DAC to review and make comments. He also stated that they will be given more recommendations at the next meeting on November 18th.

4. **Old Business:**

a) Discussion of Founder's Day Celebration 2016

Mr. Fronabarger talked with the Commission about a number of things that need to be moved forward on for the planning of the 2016 Founders Day Celebration set for Friday April 15, 2016, 7:00p.m. - 8:30 p.m..

It was discussed among the Commission that:

- Ms. Sergeev will work on invitations
- Ms. Cole, of Main Street, would be talked to in regards to refreshments
- That the Carbondale Schools would be contacted about participating in an essay contest
- The event will be open to the public with RSVP required to reserve space.

5. **New Business:**

a) Discussion of Property East of 501 S. Washington Street

Ms. Sergeev updated the Commission that 501 S. Washington Street is owned by the City and that as of the 2010 Future Comprehensive Map the property was designated Institutional. She explained that an Institutional designation includes libraries, schools and government uses. Ms. Sergeev stated that as of now the City has no interest in designating the property and that the City also has no immediate plans for the property.

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

Mr. Parkinson stated that the Commission should look into designating the Diary Queen Sign since it is 1 of 3 of the last original signs.

Ms. Sergeev stated that Denisa Jackson has resigned from the Commission and that is anyone knew of someone that would like to serve that they could contact the Mayor's Office.

7. **Adjournment:**

Mr. Parkinson adjourned the meeting at 7:36 p.m.