

Request for City Council Action

Date: June 14, 2016

Agenda Section: Consent Agenda No. 5	Originating Department: City Clerk's Office
Item: Approval of minutes from the regular City Council meeting of May 24, 2016, and the Special City Council meetings of May 25 and June 6, 2016 No. 5.1	Approved:

The regular City Council meeting of May 24, 2016, and the Special City Council meetings of May 25 and June 6, 2016

Recommended Action:

City 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
Regular Meeting of May 24, 2016

The City Council of the City of Carbondale, Illinois, held a regular meeting on Tuesday, May 24, 2016 in City Council Chambers, 200 South Illinois Avenue. Mayor Henry called the meeting to order at 7:01 p.m. with the following members of the Council present/absent:

1. Roll Call

Present: Councilman Navreet Kang, Councilwoman Jessica Bradshaw, Councilwoman Carolin Harvey, Councilman Lee Fronabarger, Councilman Tom Grant, Councilman Adam Loos, and Mayor John M. Henry

Absent: None

Also present were City Clerk Jennifer Sorrell, Interim City Manager Gary Williams, and various members of the City's administrative staff.

2. General Announcements and Proclamations

Mayor Henry announced that there were 262 graduates this year from Carbondale Community High School, which included 66 honor students, 8 valedictorians, 2 salutatorians, and that collectively, they earned over \$4 million in scholarships.

Interim City Manager Williams announced the Memorial Day Service at Woodlawn Cemetery on Monday, May 30, and announced the promotion of Jamie Snyder to the position of City Attorney.

Councilman Fronabarger announced the ribbon cutting for the Carbondale Splash Park on Saturday, May 28, which has been a project 12 ½ years in the making

The Oath of Office was administered to Firefighter Benjamin Schultz.

3. Citizens' Comments and Questions

Kathy Renfro, Executive Director of the Carbondale Park District, expressed her gratitude for the City's involvement in seeing the Super Splash Park through to completion.

Barry Spehn, 500 Charles Road Lot 31, relayed the specifics of an incident where he witnessed a tow truck drop a vehicle and encouraged City Council to require the use of tow straps and the usage of additional tow lights.

Sandy Litecky, 603 West Walnut Street, announced Keep Carbondale Beautiful's 3rd annual garden tour on Sunday, June 5.

Melvin Holder, 410 East James and Thelma Walker Avenue, asked if there was a plan to reinstitute the police in schools program and requested that prorated mowing charges available to purchasers of tax sale properties be extended to other citizens.

4. Public Hearings and Special Reports

None.

5. Consent Agenda

1. Approval of minutes from the Regular City Council Meeting of April 19, 2016.
Recommendation: Approve.

City Council of the City of Carbondale, Illinois – May 24, 2016

2. Warrant for the Period Ending 04/11/2016 FY 2016 Warrant # 1269 in the amount of \$2,238,536.11. Recommendation: Approve Warrant #1269. (Exhibit A-05-24-2016)
3. Warrant for the Period Ending 03/31/2016 FY 2016 Warrant # WF03/2016 in the amount of \$197,488.54. Recommendation: Approve Warrant #WF03/2016. (Exhibit B-05-24-2016)
4. Warrant for the Period Ending 04/25/2016 FY 2016 Warrant # 1270 in the amount of \$705,072.90. Recommendation: Approve Warrant #1270. (Exhibit C-05-24-2016)
5. Warrant for the Period Ending 04/25/2016 FY 2017 Warrant # 1271 in the amount of \$188,223.65. Recommendation: Approve Warrant #1270. (Exhibit D-05-24-2016)
6. Acceptance of Minutes of Boards, Commissions, and Committees. Recommendation: Accept and place on file the minutes of the Study Circles Neighborhood Action Group from April 6, 2016, Police Pension Board from March 15, 2016, Preservation Commission from March 21 and April 18, 2016, and Sustainability Commission from January 21, 2016.
7. Appointments and Reappointments to Boards and Commissions. Recommendation: Concur with the Mayor's recommended appointments and reappointments of Stephanie Brown to the Human Relations Commission, Randy Burnside to the Planning Commission – Zoning Board of Appeals, and Elaine Vitello to the Southern Illinois Airport Authority.
8. Resolution authorizing the Interim City Manager to accept a deed in lieu of foreclosure on 507 North Carico. Recommendation: Approve the Resolution authorizing acceptance of the deed in lieu of foreclosure. (Resolution 2016-R-20; Exhibit E-05-24-2016)
9. Ordinance adopting the prevailing rate of wages of laborers, mechanics, and other workers employed in public works as certified by the Illinois Department of Labor for public works projects. Recommendation: Adopt the Prevailing Wage Rate Ordinance. (Ordinance 2016-24; Exhibit F-05-24-2016)
10. Ordinance amending Title Eight of the Carbondale Revised Code as it relates to Foreign Fire Insurance Companies. Recommendation: Approve the Ordinance Amending Title Eight. (Ordinance 2016-25; Exhibit G-05-24-2016)
11. Pulled by L. Fronabarger.
12. Pulled by A. Loos.
13. Award of Contract for Lift Station Emergency Power System Project (WW1301) to W.J. Burke Electric of Murphysboro, Illinois in the amount of \$93,525.00) Recommendation: Award the contract for the Lift Station Emergency Power System Project to W.J. Burke Electric.
14. Award of Contract for Northwest Wastewater Treatment Plan Storage Pad to B.C. Contracting of Carterville in the amount of \$30,499.50. Recommendation: Award the contract for the storage pad to B.C. Contracting.
15. Pulled by A. Loos.
16. Resolution authorizing the Interim City Manager to execute a service agreement with Dimond Bros. Insurance, LLC in the amount of \$40,000. Recommendation: Approve the Resolution authorizing the execution of a service agreement with Dimond Bros. Insurance, LLC. (Resolution 2016-R-21; Exhibit M-05-24-2016)
17. Resolution declaring Fair Days for Carbondale Park District Sunset Concert Series. Recommendation: Approve the Resolution declaring Fair Days for the 2016 Sunset Concerts. (Resolution 2016-R-22; Exhibit N-05-24-2016)

MOTION: N. Kang moved, C. Harvey seconded, to approve Consent Agenda Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.13, 5.14, 5.16, and 5.17. VOTE: N. Kang, J. Bradshaw, C. Harvey, L. Fronabarger, T. Grant, A. Loos and J. Henry. Nays: None. Motion declared carried.

5.11 Ordinance amending Title Eleven of the Carbondale Revised Code as it relates to liens for the removal of weeds and other matter

MOTION: A. Loos moved, T. Grant seconded, to adopt an Ordinance amending Title Eleven of the Carbondale Revised Code. DISCUSSION: This item was pulled to draw attention to the Code amendment for the benefit of the citizens of Carbondale. It was noted that the liens would be timely filed at the end of

the mowing season in order to avoid billing confusion in the event of ownership change, as well as to avoid loss of revenue. VOTE: N. Kang, J. Bradshaw, C. Harvey, L. Fronabarger, T. Grant, A. Loos, and J. Henry. Nays: None. Motion declared carried. (Ordinance 2016-26; Exhibit H-05-24-2016)

5.12 An Ordinance establishing a curb appeal assistance program, an Ordinance establishing a down payment assistance program, an Ordinance amending the single family housing conversion program, and an Ordinance establishing a downtown upper-story conversion program

MOTION: A. Loos moved, J. Bradshaw seconded, to adopt the Ordinances establishing and amending home ownership and conversion programs, and setting an upper income eligibility limit of 120% upper limit of the median area income.

DISCUSSION: This item was pulled to highlight the programs which will be available and general approval for the incentives was expressed. Development Services Director Chris Wallace responded to Council inquiries relating to specific terms of the loan programs, what flexibility with the terms is allowed, the types of improvements which would qualify for funding, and availability of State funds. A clerical error was noted which will be corrected on the final Ordinance.

Donald Monty, 418 South Giant City Road, requested clarification on a number of aspects of the programs, pointed out issues which might arise due to Code interpretation and in the implementation of the programs, and offered suggestions that Council and staff could take under consideration.

Sandy Litecky, 603 West Walnut, noted an objection to having no upper income limit for the curb appeal program.

VOTE: N. Kang, J. Bradshaw, C. Harvey, L. Fronabarger, T. Grant, A. Loos and J. Henry. Nays: None. Motion declared carried. (Ordinances 2016-27 through -30; Exhibits I- through L-05-24-2016)

5.15 Request to initiate changes recommended in the Downtown Master Plan

This item will be brought back at the next City Council meeting.

6. General Business

1. City Council Discussion of Potential New Revenue Sources

Council members shared their thoughts about implementing new taxes, offered suggestions for appropriate taxation rates, and which improvements and projects those monies should support.

Donald Monty, 418 South Giant City Road, shared his perspective on the new revenues and projects, and offered suggestions to the City Council regarding current, proposed, and alternative taxes.

Staff was directed to bring back Ordinances for a Food and Beverage Tax at four percent, Motor Fuel Tax at five cents, and a Package Liquor Tax at three percent.

7. Council Comments

Councilman Kang remarked on the crosswalk and stoplight countdowns he noticed during his trip to the Philippines and suggested looking into similar signals for Carbondale.

Mayor Henry relayed different applications that gigabit internet speed can make possible and shared an anecdote about attending the Gigabit City Summit in Kansas City.

Councilman Loos shared a quote from H.L. Mencken “Democracy is the art and science of running the circus from the monkey cage.”

8. Executive Session of the Carbondale City Council

MOTION: T. Grant moved, L. Fronabarger seconded, to enter into an executive session for the purpose of discussing the appointment, employment, performance, or dismissal of specific employees of the public body, the purchase or lease of real property, and the setting of a price for the sale or lease of real property. Discussion of these matters is permitted in accordance with the Illinois Open Meetings Act, 5 ILCS 120/2 (c)(1), (c)(5) and (c)(6). DISCUSSION: None. VOTE: Ayes: N. Kang, J. Bradshaw, C. Harvey, L. Fronabarger, T. Grant, A. Loos, and J. Henry. Nays: None. Motion declared carried. Open session recessed at 9:29 p.m.

MOTION: N. Kang moved, L. Fronabarger seconded, to return to open session. VOTE: Ayes: N. Kang, J. Bradshaw, C. Harvey, L. Fronabarger, T. Grant, A. Loos, and J. Henry. Nays: None. Motion declared carried. Open session resumed at 11:06 p.m.

MOTION: A. Loos moved, N. Kang seconded, to direct the Mayor to enter into negotiations for an employment contract with Gary Williams for the position of Carbondale City Manager. VOTE: Ayes: N. Kang, J. Bradshaw, C. Harvey, L. Fronabarger, T. Grant, A. Loos, and J. Henry. Nays: None. Motion declared carried.

There being no further business to come before the City Council, the meeting was declared adjourned at 11:07 p.m.

Jennifer R. Sorrell, City Clerk

Approved by the City Council on:

**City Council of the City of Carbondale, Illinois
Special Meeting of May 25, 2016**

The City Council of the City of Carbondale, Illinois, held a special meeting on Wednesday, May 25, 2016, in Room 103 of Carbondale Hall, 200 South Illinois Avenue. Councilwoman Harvey called the meeting to order at 12:30 p.m. with the following members of the Council present/absent:

1. Roll Call

Present: Councilwoman Carolin Harvey, Councilman Lee Fronabarger, Councilman Tom Grant, Councilman Navreet Kang (Councilman Adam Loos entered at 12:32 p.m.)

Absent: Councilwoman Jessica Bradshaw and Mayor John M. Henry

Also present were City Clerk Jennifer Sorrell, Police Chief Jeff Grubbs, Finance Director Jeff Davis, Assistant to the City Manager Alicia Burtley, and Interim City Manager Gary Williams.

2. General Announcements and Proclamations

None

3. Citizens' Comments and Questions

None

4. City Council interviews of Consultants for Organizational & Management Review

The City Council conducted interviews of four Organizational and Management Consultants. Those companies included Baker Tilly, Matrix Consulting Group, Waters & Company, and The Novak Consulting Group. Each organization gave a brief presentation and then responded to inquiries from the Council and City staff.

Baker Tilly 12:30 p.m. – 1:30 p.m.

Representatives from Baker Tilly present were Caitlin Humrickhouse and Kyle O'Rourke.

A brief recess was observed between 1:31 p.m. – 1:36 p.m.

Matrix Consulting Group 1:36 p.m. – 2:16 p.m.

Representatives from Matrix Consulting Group included Alan Pennington, David Lee Branch, and Richard Brady.

Waters & Company 2:30 p.m. – 3:33 p.m.

Representatives from Waters & Company, a Springsted Company, included Nick Dragisich and John A. Anzivino.

The Novak Consulting Group 3: 38 p.m. – 4:22 p.m.

Representatives from The Novak Consulting Group included Michelle Ferguson and Jonathan Ingram.

5. Adjournment

There being no further business to come before the City Council, the meeting was declared adjourned at 4:23 p.m.

Approved by the City Council on:

Jennifer R. Sorrell, City Clerk

2016 Special City Council Meeting (Monday, June 6, 2016)

Generated by Jennifer R Sorrell on Monday, June 6, 2016

Members present

Councilman Lee Fronabarger, Councilman Tom Grant, Councilman Adam Loos, Councilman Navreet Kang, Councilwoman Jessica Bradshaw, Councilwoman Carolin Harvey, and Mayor John M Henry

Meeting called to order at 7:00 PM

1. Preliminaries to the City Council Meeting

1.1 Roll Call

Councilman Kang remarked that today is the anniversary of D-Day; Councilman Fronabarger read from a newspaper article on the success of the Cape Splash water park and the attendance which it draws, noting hopes for similar attendance at the new Carbondale Splash Park; and Councilwoman Bradshaw commended Keep Carbondale Beautiful on the annual garden tour.

1.2 Citizens' Comments and Questions

None

2. General Business of the City Council

Item 2.1 Resolution Authorizing the Mayor to enter into a contract with Gary Williams as City Manager

Councilmembers expressed their thoughts on the terms of the contract and the action about to be taken.

It is recommended that the City Council approve the resolution authorizing the Mayor to enter into a contract with Gary Williams as City Manager.

Motion by Navreet Kang, second by Lee Fronabarger.

Final Resolution: Motion Carries

Yea: Adam Loos, Carolin Harvey, Jessica Bradshaw, John M Henry, Lee Fronabarger, Navreet Kang, Tom Grant

Item 2.2 Discussion of the Organizational & Management Review Consulting Firms interviewed at the Special Council Meeting held on May 25, 2016

The City Council shared their thoughts on the presentations by the following consulting firms which gave presentations at the Special City Council Meeting of May 25, 2016: Baker, Tilly, Virchow, Krause, LLP; Waters & Company; Matrix Consulting Group; and The Novak Consulting Group. There followed deliberations about the strengths and weaknesses of the firms,

as well as specific modules that Council wished to include in the process.

Council directed the City Manager to contact The Novak Group and Matrix Consulting Group and share his findings with the City Council before the final selection is made.

3. Adjournment of the City Council Meeting

The City Council meeting adjourned at 7:43 p.m.

By: _____

Approved: _____