

**Agenda Item Details**

Meeting	Dec 20, 2016 - Local Liquor Control Commission and Regular City Council Meeting December 20, 2016
Category	6. Consent Agenda of the City Council
Subject	6.3 Acceptance of Approved Meeting Minutes from Boards, Commissions, and Committees
Type	Action (Consent)
Recommended Action	Accept and place on file the approved meeting minutes from Boards, Commissions, and Committees.

Originating Department: City Clerk's Office

Background:

Attached for City Council review and acceptance are the approved minutes from the following Boards, Commissions, and Committees:

- Planning Commission - September 7, September 28, and October 12, 2016
- Library Board of Trustees - September 14, October 12, and November 9, 2016
- Liquor Advisory Board - October 6, 2016

[Planning Commission Minutes 2016.09.07.pdf \(118 KB\)](#)

[Planning Commission Minutes 2016.09.28.pdf \(136 KB\)](#)

[Planning Commission minutes 2016.10.12.pdf \(123 KB\)](#)

[Library Board of Trustees Meeting Minutes 2016.09.14.pdf \(148 KB\)](#)

[Library Board of Trustees Meeting Minutes 2016.10.12.pdf \(145 KB\)](#)

[Library Board of Trustees Meeting Minutes 2016.11.09.pdf \(143 KB\)](#)

[LAB Minutes 2016-10-06.pdf \(162 KB\)](#)



MINUTES

**Carbondale Planning Commission
Wednesday, September 7, 2016
Room 108, 6:00 p.m.
City Hall/Civic Center**

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

Members Present: LeBeau, Hamilton, Field, Lilly, Litecky, Love, and Bradshaw (ex-officio)

Members Absent: Sheffer and Burnside

Staff Present: Taylor

1. Approval of Minutes:

Ms. Litecky moved, seconded by Ms. Lilly, to approve the minutes for August 17, 2016.

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

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 17-05, 6:03p.m.: The Carbondale Chamber of Commerce is requesting a text amendment relative to allowing wind-propelled and motorized signage.

Mr. Taylor stated that the applicant for PC 17-05 had contacted him and was unable to attend that meeting. Mr. Taylor asked that the Commission table PC 17-05 until the September 28, 2016, meeting.

Ms. Litecky motioned, Ms. Field seconded, to postpone PC 17-05 until the September 28, 2016, meeting.

The motion was passed with a unanimous voice vote.

PC 17-06, 6:04p.m.: Srinivas Gundala is requesting a Special Use Permit for a rehabilitation center in an R-3, High-Density Residential, zoning district for the property located at 500 South Lewis Lane.

Mr. LeBeau declared Public Hearing PC 17-06 open and asked Mr. Taylor to read the legal notice.

Mr. Taylor read the legal notice.

Mr. LeBeau asked Mr. Taylor to present the staff report.

Mr. Taylor, Senior Planner for the City of Carbondale, was sworn in and read parts A and B of the staff report.

Mr. LeBeau asked if there were any questions of staff.

Ms. Field asked who would be doing the admissions and the treatment at this facility. Mr. Taylor stated that it is not clear and the applicant was not in attendance to answer these questions. Ms. Field stated that this was a concern, not knowing who would be running the facility.

Mr. Hamilton asked why the original special use permit no longer stands. Mr. Taylor stated that he was unsure why the original facility at that location closed but because it did the original special use permit had lapsed.

Ms. Litecky asked if it was going to be non-profit and how the insurance was going to work. Mr. Taylor stated he was unsure but recognized that the applicant was now present and could answer the Commission's questions.

Mr. Gundala stepped forward and stated that the company was a for-profit organization and would accept Medicare and Medicaid. Mr. Gundala could not disclose the name of the company at the time of the meeting.

Mr. Hamilton questioned the staffing of the facility.

Mr. Gundala stated that they were a professional company that had other facilities throughout the state but was unsure about their staffing.

Mr. Hamilton wanted to know if there was a template that the company used or what exactly was going to be happening at the facility.

Mr. Gundala stated that he didn't currently have the template but could provide it at a later date.

Mr. LeBeau asked the Commission if they wanted to table PC 17-06 until more

information could be provided.

Ms. Litecky noted that in the applicant's letter, the facilities are located throughout Illinois and other surrounding states. Ms. Field pointed out that the letter was not printed on letter head, nor did it state the name of the company.

Ms. Litecky questioned Mr. Taylor what questions the person had that called concerning PC 17-06. Mr. Taylor stated that it was general questions and regarding the special use permit.

Mr. Hamilton questioned Mr. Taylor if Southern Illinois University had questioned this type of facility and if they had been contacted about it. Mr. Taylor stated that he had not heard anything from Southern Illinois University.

Mr. LeBeau stated that he felt the Commission needed to be provided with more information for PC 17-06. Ms. Lilly and Ms. Field both agreed with his statement. Mr. Taylor stated that he had been in contact with someone from the company that was supposed to be in attendance but could not make it.

Mr. LeBeau questioned Mr. Taylor on the bylaws for tabling PC 17-06 until further information could be obtained from the company.

Mr. LeBeau asked if anyone had any further comments.

Mr. LeBeau asked for a motion to close the hearing for PC 17-06. Ms. Litecky motioned, Mr. Love seconded.

The motion was passed with a unanimous voice vote.

Mr. LeBeau asked for a motion to defer action on for PC 17-06. Ms. Lilly motioned, Mr. Hamilton seconded.

The motion was passed with a unanimous voice vote.

Mr. Taylor stated that he would be in contact with the applicant and would reschedule the public hearing.

5. Old Business

There were none

6. New Business

A. Vacation (Short Term) Rentals

Mr. Taylor discussed what these rentals are as opposed to long term rentals within Carbondale. Mr. Taylor stated that this was being brought to the Commission so that they

could discuss a text amendment regarding these rentals. Mr. Taylor explained that these rentals may cause concerns regarding traffic issues, renters not knowing the area, and the high turnover of people. This ordinance would only allow owners to rent these homes if they meet the criteria and pass inspections.

Mr. LeBeau questioned Mr. Taylor about the renters actually renting out a portion of their rental and if that was a possibility. Mr. Taylor stated that this is why this is being reviewed to make sure these homes follow occupancy standards.

Ms. Litecky voiced concern about over occupancy and if these places would get homestead exemptions. Also, these rentals need to claim the income of the short term rentals and make sure there are not insurance issues.

Mr. Hamilton questioned what the hotel industry thought of these short term rentals being allowed. Mr. Taylor stated that this was a concern with short term rentals. Allowing them to go without licensing and taxing, could allow an unfair advantage for the short term rentals. Mr. Hamilton also questioned when the inspection process would take place and how often it would take place. Mr. Taylor stated that it would take place once a year, but Mr. Taylor stated that more research needed to be done.

Ms. Litecky questioned if these short term rentals were going to be allowed in all districts of the City. Mr. Taylor stated that yes they would be allowed in all areas of the City.

Ms. Field questioned how much the yearly inspection fees will be for these rentals. Mr. Taylor stated that would be decided by the City Clerk's office.

Mr. LeBeau questioned Mr. Taylor about the fees and possibly pricing these short term rentals out of the market right of the gate. Mr. Taylor stated that is the fine line that the Commission needs to figure out with this ordinance. It was also discussed that these rentals are closely related to a Bed and Breakfast type of rental. Mr. Taylor then stated that this brings up the questions of these places being able to serve food or alcohol and what regulations need to be placed.

Ms. Bradshaw questioned the idea of those that might just do this type of rental one time for an event such as the eclipse versus those that do these types of rentals all of the time. Ms. Litecky brought up giving a free pass for this type of rental for the eclipse but also she would like to see this regulated to only being a few times a year. Ms. Litecky's concerns were overcrowding that is already taking place in areas and the parking issues that this would cause.

Ms. Bradshaw asked Ms. Litecky to explain the Homestead Exemption. There was then discussion regarding this exemption and what it means for short term rentals.

Ms. Field stated that she would be interested to see how other cities handle short term rentals. Mr. Taylor stated that this is research that the Planning Department is currently completing.

Mr. LeBeau asked for a motion to initiate a text amendment from City Planning for short term rentals.

Ms. Litecky moved for the motion, seconded by Ms. Lilly, for the City Planning services division to present a text amendment regarding short term rentals.

The motion was passed with a unanimous voice vote.

B. City Council Agenda from August 30, 2016.

Ms. Bradshaw reviewed the City Council meeting as it related to Planning.

B. Adjournment

Mr. LeBeau adjourned the meeting at 6:41 p.m.



MINUTES

Carbondale Planning Commission
Wednesday, September 28, 2016
Room 108, 6:00 p.m.
City Hall/Civic Center

Dr. LeBeau called the meeting to order at 6:00 p.m.

Members Present: LeBeau, Sheffer, Hamilton, Burnside, Litecky, and Bradshaw (ex-officio)

Members Absent: Field, Love and Lilly

Staff Present: Taylor

1. Approval of Minutes:

Ms. Litecky moved, seconded by Dr. Hamilton, to approve the minutes for September 7, 2016.

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

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 17-05, 6:02p.m.: The Carbondale Chamber of Commerce is requesting a text amendment relative to allowing wind-propelled and motorized signage.

Dr. LeBeau declared Public Hearing PC 17-05 open and asked Mr. Taylor to read the legal notice.

Mr. Taylor read the legal notice.

Dr. LeBeau asked Mr. Taylor to present the staff report.

Mr. Taylor, Senior Planner for the City of Carbondale, was sworn in and read part A of the staff report.

Dr. LeBeau asked if there were any questions of staff.

There were no questions.

Dr. LeBeau asked if the applicant was present.

Mr. Les O'Dell, Executive Director of the Carbondale Chamber of Commerce stepped forward to state why they were asking for a change in the Carbondale Revised Code. Mr. O'Dell spoke on why the change would help local businesses in the Carbondale community. Mr. O'Dell stated that he had many letters of support from business leaders in Carbondale, he then presented the letters to the Commission.

Dr. LeBeau asked if there were any other questions for the applicant.

Ms. Litecky stated that with the wording of the request, the applicant is asking for more than just certain times of the year by asking for every weekend.

Mr. O'Dell stated that most businesses would like to be able to use the different types of signage whenever they wished, but with the Carbondale code being so restrictive the businesses are hoping for just a little flexibility.

Ms. Litecky pointed out that the Chamber had asked for a texted amendment change a few years ago for signage restrictions. Mr. O'Dell stated that the Chamber had asked for time limit increase for signage at that time. Ms. Litecky then asked Mr. Taylor for clarification of how many signs can be located at one business. Mr. Taylor explained the amount of signs allowed and the time restrictions on certain signs.

Dr. Burnside then questioned Mr. O'Dell if there had been any surveys or studies done to show if the signage would actually increase the amount of sales at these businesses. Mr. O'Dell stated that he was unsure of any studies but he said that possibly one of the business owners in attendance might be able to answer that question. Dr. Burnside then stated that it was different, as far as traffic issues that might be caused, for these types of signs to be set up at a car dealership as opposed to a business on the strip, like Fat Patties. Dr. Burnside's concerns were the distractions that might be caused and if there was a way to monitor the spaces where the signs would be allowed. Mr. O'Dell stated that the Chamber was offering this amendment as a beginning point and that the Planning Commission and City Planners could figure out what restrictions might need to be placed.

Dr. Hamilton questioned Mr. O'Dell about the other communities that he is referencing that use these types of signage and what has been their success and what has been the

impact of the signage in those areas. Mr. O'Dell stated that he do not have specifics as to the impacts the signs have in those communities, just that the nearby cities didn't have as many restrictions as Carbondale.

Dr. LeBeau then asked Mr. O'Dell if anyone had spoken to Southern Illinois University to see what they thought about these types of signs being used during fall semester move in. Mr. O'Dell stated that they had not spoken to SIU, but he spoke about the good partnership with SIU and the college wanting local businesses to do well.

Ms. Litecky asked Mr. O'Dell if there had been any type of national survey done in relation to these types of signs being used. Mr. O'Dell stated that he was unaware of any survey.

Dr. Hamilton questioned the aesthetics of what these signs might do to different areas of businesses in our community and if the possibility of using smaller, inviting signage might be better. Mr. O'Dell stated that the bigger business that are located along busier roadways or those businesses located in strip malls that are not as easily seen, would be the ones that would benefit from these types of bigger signage. Dr. Hamilton questioned Mr. O'Dell on what areas of the city they're focusing on using these types of signage. Mr. O'Dell stated that he wants all of his member businesses to be able to use these types of signs if they wanted, regardless of geography.

Dr. LeBeau asked if there were any other questions from the Commissioners.

Dr. Burnside questioned Mr. O'Dell about if there was a proposed size for these types of signs. Mr. O'Dell stated that they were not putting a restriction on size and that would be something for City staff to place any types of restrictions on.

Dr. LeBeau asked if anyone wished to speak in favor.

Brad Weiss, owner of the Furniture King, came forward to speak in favor. Mr. Weiss stated that he could answer some of the Commission's questions. Mr. Weiss spoke about the Commission's concerns with these types of signs being used in downtown locations and that those are not the main businesses wanting to use these types of signs because of the spacing allowed at these locations. Most of the businesses that want these signs are bigger locations, such as car dealerships and his furniture store. Mr. Weiss went on to speak about sales and competing with other local cities for business.

Ms. Litecky stated that she disagrees with the signage because it might not be aesthetically pleasing for people coming into town. Ms. Litecky stated that it's not just signage concerns that cause these issues, but also the lack of vegetation in certain locations on main roadways coming into Carbondale. There was also discussion between Ms. Litecky and Mr. Weiss about if the signage at these places, such as car dealership draws in business or if it's more of a distraction for drivers. Ms. Litecky also voiced

concerns about wanting to use these types of signage every weekend. There was more discussion about the spacing involved for certain businesses to have these types of signs.

Dr. Burnside questioned Mr. Weiss if the Planning Commission revised the amendment with regards to space required to utilize these types of signs would Carbondale businesses be opposed to it. Mr. Weiss answered that they would not be opposed to some restrictions. Ms. Litecky asked about a restriction being placed for these types of signs being used on move-in weekends. Mr. Weiss felt like that would not do anything to help the businesses and would like the opportunity to put the signs up on weekends as well. There was then discussion again between Ms. Litecky and Mr. Weiss about the signs actually helping bring in customers to businesses.

Mr. Sheffer then spoke about his connection to business in Carbondale and what his feelings were from a business stand point. Mr. Sheffer spoke about getting more revenue for the businesses to help the City. Mr. Sheffer felt that the Commission needs to be more pro-business and that the businesses having these types of signs help to pull in customers.

Dr. LeBeau asked if anyone else wished to speak in favor.

Mr. John Nimmo stepped forward to speak about the businesses within Carbondale and the business climate that is taking place within the City. Mr. Nimmo spoke about how working together with these businesses will help Carbondale grow and would help our community to see positive growth.

Dr. LeBeau asked if anyone wished to speak in opposition.

There was no one.

Dr. LeBeau asked Mr. Taylor to read the analysis.

Mr. Taylor read Parts B and C of the staff report with a recommendation to deny PC 17-05.

Dr. LeBeau asked for questions for staff.

Dr. Burnside questioned staff if there was any research done in the areas that had these types of signs and if the accident rates were higher in those locations. Mr. Taylor stated that in the research done by City Planning there was no evidence found that would show higher traffic accidents. Dr. Burnside also questioned the staff on the options of placing restrictions on these types of signs. Mr. Taylor stated that there have been discussions about placing limitations, if the Planning Commission decides to allow signage.

There was then discussion between Mr. Taylor and Dr. Burnside of putting a committee in place to figure out what types of restrictions and limitations would be appropriate for these types of signage.

Dr. Hamilton discussed the vacancy in the businesses within Carbondale and placing a

sunset on this type of amendment to see if it would actually work within the community. There was then discussion between Ms. Litecky and Dr. Burnside if placing this under a sunset would be a good idea for the businesses.

Mr. Sheffer then spoke about growing the community and for the Commission to be proactive within the community. Mr. Sheffer stated that he would really like to put together a committee to handle this amendment properly. Mr. Sheffer stated that he wants to make sure that there is a level playing field within Carbondale businesses.

Dr. LeBeau asked if there were questions from anyone to anyone.

There were none.

Dr. LeBeau declared PC 17-05 closed and there was a discussion on how to set up a committee to work with the business community on signage.

Mr. Sheffer moved to send PC 17-05 to committee for further consideration, seconded by Dr. Burnside.

Roll Call Vote:

Yes - 5 (LeBeau, Sheffer, Hamilton, Burnside, Litecky)

No - 0

Mr. Taylor stated that the motion passed and asked for volunteers for the committee, Mr. Sheffer, Ms. Litecky, Dr. LeBeau and Dr. Burnside all volunteered to serve on the committee. Mr. Taylor stated that he would discuss with the applicant and find a date that worked for everyone to meet.

PC 17-06, 7:01p.m.: Srinivas Gundala is requesting a Special Use Permit for a rehabilitation center in an R-3, High-Density Residential, zoning district for the property located at 500 South Lewis Lane.

Dr. LeBeau declared Public Hearing PC 17-06 open and asked Mr. Taylor to read the legal notice.

Mr. Taylor read the legal notice.

Dr. LeBeau asked Mr. Taylor to present the staff report.

Mr. Taylor, Senior Planner for the City of Carbondale, was sworn in and read parts A and B of the staff report.

Dr. LeBeau asked if there were any questions of staff.

Ms. Litecky asked if there has to be certification from the state of Illinois. Mr. Taylor stated that it does have to be a licensed facility per code.

Dr. LeBeau asked if the applicant was present.

Michael Blisko, of 500 S. Lewis Lane, came forward to speak about the facility for the special use permit.

Ms. Litecky questioned Mr. Blisko about the business licensing process with the state. Mr. Blisko stated that the special use permit was the first step in the process because the facility cannot receive licensing until the zoning issue is resolved. Ms. Litecky asked Mr. Blisko of his role in the facility. Mr. Blisko stated that he is just one of the owners of the actual building and would not be the one running the facility.

Dr. Hamilton questioned Mr. Blisko about what other types of facilities he operates. Mr. Blisko stated that most of his other businesses are different than this request and that is why he would have a third party running this facility if the zoning is granted.

Dr. Burnside asked the applicant if they already have someone in mind to run the facility or if they were just trying to get past this step first. Mr. Blisko stated that he has had meetings with potential businesses to run the facility but until the zoning is granted they cannot move forward.

Dr. LeBeau asked if there were any more questions for the applicant.

There were none.

Dr. LeBeau asked if anyone wished to speak in favor.

John Lewis came forward to speak in favor of the special use permit.

Dr. LeBeau asked if anyone wished to speak in opposition.

There was no one.

Dr. LeBeau asked Mr. Taylor to read the analysis.

Mr. Taylor read Part C of the staff report with a recommendation to approve PC 17-06.

Dr. Hamilton asked Mr. Taylor if there were any issues at the previous facility that was located at that address. Mr. Taylor stated that he was unaware of any issues.

Dr. LeBeau declared PC 17-06 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved, seconded by Ms. Litecky, that the Commission accept as findings of fact Parts A and B of the staff report for PC 17-06, two people spoke in favor and no one spoke in opposition.

The motion passed on a unanimous voice vote.

Dr. LeBeau asked for a motion on whether the 7 criteria should be taken as one or individually.

Mr. Sheffer moved to vote on the seven criteria as one, seconded by Ms. Litecky.

The motion passed on a unanimous voice vote.

Dr. LeBeau asked for a motion to vote on if criteria have been met.

Mr. Sheffer moved that the seven criteria had been met for PC 17-06, seconded by Ms. Litecky.

Roll Call Vote:

Yes - 5 (LeBeau, Sheffer, Hamilton, Burnside, Litecky)

No – 0

Ms. Litecky moved to approve PC 17-06, seconded by Dr. LeBeau.

Roll Call Vote:

Yes - 5 (LeBeau, Sheffer, Hamilton, Burnside, Litecky)

No – 0

Mr. Taylor stated that the motion passed and that this matter will be on the City Council agenda at their meeting on October 11, 2016.

5. Old Business

There were none

6. New Business

A. City of Carbondale approved tree list. Mr. Taylor explained that the current tree list is causing too many issues and is asking for a text amendment to revise the list. Dr. Hamilton asked if some trees would be taken off the current list and if new ones would be added. Mr. Taylor stated that they would work with the City's Arborist and actually be adding more trees to the list and adding information about trees currently on the list.

Ms. Litecky motioned to initiate a text amendment to revise the approved tree list, Dr. LeBeau seconded.

The motion passed on a unanimous voice vote.

B. City Council Agenda from September 20, 2016.

Ms. Bradshaw reviewed the City Council meeting as it related to Planning.

7. Adjournment

Dr. LeBeau adjourned the meeting at 7:34 p.m.



MINUTES

**Carbondale Planning Commission
Wednesday, October 12, 2016
Room 108, 6:00 p.m.
City Hall/Civic Center**

Dr. LeBeau called the meeting to order at 6:00 p.m.

Members Present: LeBeau, Sheffer, Hamilton, Field, Burnside, Love, Litecky, and Bradshaw (ex-officio)

Members Absent: Lilly

Staff Present: Taylor

1. Approval of Minutes:

Ms. Litecky moved, seconded by Mr. Sheffer, to approve the minutes for September 28, 2016.

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

2. Citizen Comments or Questions

There were none

3. Report of Officers, Committees, Communications

There were none

4. Public Hearings

PC 17-07, 6:02p.m.: Text Amendment relative to the regulation of vacation rentals units.

Dr. LeBeau declared Public Hearing PC 17-07 open and asked Mr. Taylor to read the legal notice.

Mr. Taylor read the legal notice.

Dr. LeBeau asked Mr. Taylor to present the staff report.

Mr. Taylor, Senior Planner for the City of Carbondale, was sworn in and read part A of the staff report.

Dr. LeBeau asked if there were any questions of staff.

Ms. Litecky asked Mr. Taylor what the current hotel/motel tax rate was within Carbondale. Mr. Taylor stated that it was a 9% tax rate. Ms. Litecky then questioned what types of fees hotels pay. Mr. Taylor then turned the question over to John Lenzini, the City of Carbondale Building and Neighborhood Services Supervisor, who stated that there is an annual registration fee of \$250 that hotels must pay and they must have a yearly building inspection. Ms. Litecky asked if the health department gets involved in the annual inspections. Mr. Lenzini stated that the health department does inspections on any that serve food or alcohol.

Mr. Sheffer then questioned what steps a residential home would have to go through in order to be able to do the vacation rentals. Mr. Lenzini stated that they would be held to the same inspection process as a Bed and Breakfast type facility which is different standards from Hotels/Motels. It would be more of inspections like rental units have and the codes that they must follow.

Ms. Litecky questioned if Bed and Breakfasts must get inspected by the Health Department. Mr. Lenzini stated that they do have to be inspected if they serve food.

Mr. Sheffer then questioned the amount of parking spaces that would be required for each renter and also the liability insurance for the vacation rental units. Mr. Lenzini stated that these would be the same as what is required with the current rental units within the City. Mr. Sheffer also questioned if the Bed and Breakfasts have to pay the 9% tax rate that hotel/motels do. Mr. Lenzini stated that the Bed and Breakfast do already pay the 9% tax rate. Then it was discussed that by passing this text amendment it would cause vacation rental units to be charged the same tax rate as to level the playing field among the different short-term stay options.

Dr. Hamilton questioned what the regulations would be on a duplex doing short term rental. Mr. Taylor stated that due to current code the other unit could be rented out if the owner lived in one side of the duplex.

Ms. Litecky questioned the amount of annual inspection fees these vacation rental units would need to pay. Mr. Lenzini stated that these units would have an annual inspection fee of \$10 which is the same as Bed and Breakfasts. These units would pay the annual fee and remit all taxes. It was then discussed that current rental units would not need to reregister under the new text amendment requirements and that the units in question are those in R-1 districts and that are owner occupied homes.

There was then discussion between the Commission and Mr. Lenzini on what classifies as a vacation rental unit and an actual long term rental unit. Also it was discussed the time limits that are placed on the vacation rental units and making sure that these types of rentals will not be abused.

Dr. Hamilton questioned what might cause Building and Neighborhood Services to inspect a rental property more than every three years that the code requires. Mr. Lenzini stated that anytime there is a complaint made by a tenant of the property, the City can go in to do inspections to make sure that the property is up to code. Mr. Lenzini also stated that, due to code, a landlord cannot ask for the City to come into a unit for inspection unless they notify their tenant five days before or there is verbal permission from the tenant to enter the rental unit.

Mr. Taylor questioned Mr. Lenzini on why hotels/motels must have a yearly inspection and rental units only have inspections every three years. Mr. Lenzini stated that it was a code put in place by the Council years ago to make sure that the hotels/motels were up to standards for the tourist that were visiting the City and that is why yearly inspections were put in place. Also, the life safety issues at larger hotels require yearly inspections, such as fire equipment and alarm systems.

Mr. Taylor then explained more on his staff report and why the City was using the inspectors more than some of the other cities that do vacation rental units.

Mr. LeBeau questioned how it would be policed when renters of a rental unit start renting out or subleasing their units like a vacation rental unit. Mr. Lenzini stated that there are many signs that the inspectors look for in rental units to make sure that they are not being rented out by too many tenants. Mr. LeBeau questioned why landlords do not play a bigger role in their rental units and policing the people staying in the rental units. Mr. Lenzini stated that not all landlords pay attention to their rental properties as they should.

There was then more discussion between Mr. LeBeau and Mr. Lenzini about the possibilities of these type of units being abused or not reported as they should.

Dr. LeBeau asked if anyone wished to speak in support of the text amendment.

Jane Adams, 606 W Elm St, came forward to speak in support and to voice concern that vacation rentals in the residential neighborhoods could possibly degrade them if it's not done right. Ms. Adams voiced that she had a few concerns about the way the text amendment was worded and asked if people need to have a special use permit. Mr. Taylor stated that certificates or licenses must be acquired for owner occupied units. Units not owner-occupied will need a special use permit. Ms. Adams also discussed from personal experiences of renting these types of units and the benefits and draw backs of these types of units and how to possibly correct certain issues, such as not having too many people in the units. Ms. Adams was also concerned about the wording of the text amendment and the possibility of current landlords of rental units taking advantage of vacation rental units and changing whole apartment buildings into these types of units. Ms. Adams then stated that she felt wording the text amendment so only home owners could do these types of rentals might be better to keep it from getting misused.

Ms. Litecky then stated that she agreed with the idea of only allowing these types of rentals to owner occupied units because lack of supervision on these types of properties

could cause issues.

Ms. Adams also questioned what the real difference between a Bed and Breakfast and a vacation rental unit was. Mr. Taylor then stated that a Bed and Breakfast would have onsite management but with the vacation rental units the owner could rent the house and leave the unit for the rental time.

There was then discussion between Mr. Sheffer and Mr. Taylor of what owner occupied actually means in relation to the vacation rentals and could someone just keep renting out the unit to different people every twenty-nine days and never actually stayed in their owned unit.

Mr. Tom Grant, Councilman for the City of Carbondale, came forward to give the definition of owner occupied which is the primary place of residence where you receive your mail. Mr. Grant then went on to speak about his experience with vacation rental units and making sure that Carbondale does not pass on this possible opportunity with the upcoming eclipse.

Ms. Litecky questioned Mr. Grant about why he is against putting regulations on the vacation rental units. Mr. Grant stated that by having so many regulations and different permits that these types of places would need, it would keep people from actually making these places available and possibly make them feel like they are doing something wrong by trying to help people coming into Carbondale. Mr. Grant also stated that it will probably cause burden on the Building and Neighborhood Services Division of the City with all of the different inspections they will have to do.

Mr. Grant then brought up the amount of taxes actually involved in these types of short term rentals and Mr. Sheffer also brought up the amount that the insurance would cost these home owners if all of the regulations are put into place.

Dr. Hamilton asked Mr. Grant about the cost for a short term rental on the website that he rents out his home. Mr. Grant stated that the website charges about a 13% service fee for the rental units listed on the website. Mr. Grant also explained that some of the listing sites will collect other taxes and fees as well on certain listings. Mr. Grant also went on to speak about making sure this was really advertised within the City if the text amendment were to pass so that people could have knowledge of what steps they must take and the fees/taxes that go along with these rentals.

Dr. LeBeau asked if anyone wished to speak in opposition.

There was no one.

Dr. LeBeau asked Mr. Taylor to read the analysis.

Mr. Taylor read Parts B and C of the staff report.

Dr. LeBeau asked for questions for staff.

There were none.

Dr. LeBeau asked if there were questions from anyone to anyone.

Mr. Grant came forward to clarify that if someone that gets this type of permit or license and they do not run it correctly the City has the right to revoke that license. The Commission stated that was correct.

Ms. Adams came forward to make a statement about the legality of passing this text amendment and how it would really help the community.

Dr. LeBeau declared PC 17-07 closed and asked for a motion on the findings of fact.

Mr. Sheffer made a motion vote on findings of fact, Mr. LeBeau seconded.

The motion was passed with a unanimous voice vote.

Ms. Litecky made a motion for the recommendation to approve PC 17-07, Dr. Burnside seconded.

Roll Call Vote:

Yes - 7 (LeBeau, Sheffer, Hamilton, Field, Burnside, Love, Litecky)

No – 0

Mr. Taylor stated that the motion passed and that this matter will be on the City Council agenda or on the agenda for the City Council workshop at a later date.

Dr. Burnside stated that he hopes that the City Council will look at what was discussed by Ms. Adams and Mr. Grant and to really consider all of the factors involved in the process and the benefits for Carbondale.

5. Old Business

There were none

6. New Business

A. City Council Agenda from October 11, 2016.

Ms. Bradshaw reviewed the City Council meeting as it related to Planning.

7. Adjournment

Dr. LeBeau adjourned the meeting at 7:21 p.m.

Carbondale Public Library Board of Trustees

Wednesday, September 14, 2016
4:30 p.m.

Meeting Room
405 West Main St.

MINUTES

Call to order.

Called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Barbara Levine, Vice President (1)
Joyce Hayes, Secretary (2)
Don Prosser, Treasurer (3)
Julian Pei (1)
Roland Person (1)
Harriet Simon
Sharifa Stewart (1)
Susan Tulis

Absent.

Philip Brown, President (2)
The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director
Gwen Hall Grosshenrich, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the August 10, 2016 minutes. Minutes: Roland Person moved to approve minutes with one correction (\$85-90 should read \$85,000 - \$95,000). Susan Tulis seconded. MOTION passed unanimously.

Correspondence and communications.

Received at thank you card from the Harvey Welch Golf Scramble for purchase of a tee.

Financial report.

1. Approval of bills payable up to and including bills due September 16, 2016 to October 15, 2016. Julian Pei moved to pay bills, Joyce Hayes seconded. MOTION passed unanimously.

2. Acceptance of the financial report for August 2016. Larger bills include magazine renewals and other subscriptions, as well as recent masonry work. No property tax money has been received. Last year the first

payment arrived on October 6th. Don Prosser motioned to approve the financial report. Susan Tulis seconded. MOTION passed unanimously.

3. Discuss FY18 levy and budget priorities. The board suggested that the Library Director look at the City of Carbondale's raise for non-union employees. Some were not sure whether an overall cost of living increase for all staff would be necessary, but asked the Library Director to make arguments as necessary for staff and resources as needed. They are concerned that the total real estate value may go down this year, causing taxes to go up—a deterrent to homebuyers. They asked her to create a budget that only raises the levy if, and to the extent that, it is absolutely necessary.

Librarian's report.

1. Building and grounds maintenance and construction.

a. Progress on south wall of the Brush building. Harlan Bohnsack completed all bid documents and plans. The pre-bid meeting will be 9/27/16 at 2:30 p.m. The bids will be opened at the bid meeting on 10/4/16 at 2:00 p.m.

b. Masonry repair on roof. The project cost more than anticipated, but the work performed was well worth it. There were problems likely stemming from both original construction and subsequent maintenance, including missing flashing, crumbled mortar and mislaid drip edges. The masons were able to remove and relay each stone by hand.

Other: We are switching suppliers for cleaning products, paper supplies and rug maintenance, which will be more convenient and affordable.

2. Insurance. The board decided by consensus to increase the library's property insurance deductible from \$1,000 to \$2,500 in order to decrease the premium.

3. Social work internship program. Our social work internship program has become a vital community service. More public libraries are developing social work programs as an extension of their information services. Oak Park Public Library recently added a full time social worker, partly motivated by the need to develop a more effective security model. In our program's first year, students were supervised by professors at SIU who volunteered for this extra duty, as we do not have a social worker onsite. SIU's professors are no longer able to do this. They helped us to locate a licensed social worker with whom we can contract for supervision (for around \$2,600 per year). This is very affordable in comparison to other library programs and services. The board agreed by consensus that we should pursue this option to continue the program.

4. Discussion about the library's role in finding solutions to violence in the community. We discussed this briefly. The library is involved in many efforts to alleviate violence and to develop solutions to community problems. The Library Director participates in community forums, co-chairs the Sparrow Coalition and Nonviolent Carbondale, and the library's programs promote cross-cultural understanding. Reading literary fiction has even been shown to increase empathy and to reduce prison recidivism. Barbara Levine commented that she believes we do a great job, "over and above," on this issue.

5. Per Capita requirement: review Chapter 6, "Access," of Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014. The board discussed the chapter. The library meets every point on the access list. We could consider investigating standard #15 (improving access for those who cannot travel to the library).

6. Other. None.

Committee reports.

None.

Unfinished business.

None.

New business.

None.

Other.

None.

Adjournment.

Adjourned at 5:27 p.m.

Next Board Meetings for 2016 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month): October 12; November 9; December 14.

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Carbondale Public Library Board of Trustees

Wednesday, October 12, 2016

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

Call to order.

Called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President (2)

Joyce Hayes, Secretary (2)

Don Prosser, Treasurer (3)

Julian Pei (1)

Roland Person (1)

Harriet Simon

Sharifa Stewart (1)

Susan Tulis

Absent.

Barbara Levine, Vice President (2)

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall Grosshenrich, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the September 14, 2016 minutes. Harriet Simon made a motion to approve the minutes. Roland Person seconded. There is one typo to be corrected. MOTION passed unanimously with one correction.

Correspondence and communications.

None.

Financial report.

1. Approval of bills payable up to and including bills due October 16, 2016 to November 15, 2016.

Subscriptions are included in this month's bills. We still need to pay insurance and SHARE fees when revenue arrives. There was a bill for refuse because we rented a dumpster to clean out excess items from the Brush building. Roland Person made a motion to pay bills. Philip Brown seconded. MOTION passed unanimously.

2. Acceptance of the financial report for September 2016. No property tax money has arrived yet. It arrived before this date last year, so we are expecting it soon. Roland Person made a motion to accept the financial report. Philip Brown seconded. MOTION passed unanimously.

Carbondale Public Library Board of Trustees

Wednesday, October 12, 2016

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

3. Adoption of preliminary FY18 budget. The Library Director explained three budget options with variation in staff cost of living increases and maintenance costs in each option. None of the three would require a levy increase. Each incorporates the same contingency and savings for reserves. Don Prosser made a motion to adopt plan C, which includes a 2% cost of living increase. Susan Tulis seconded. MOTION passed unanimously.

4. Adoption of FY18 levy. The board had asked the Library Director to attempt to create a budget with as little tax increase as possible. The Library Director presented budgets requiring a flat levy (0% increase) of \$1,031,949.00 Roland Person moved to adopt the levy of \$1,031,949.00. Susan Tulis seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance and construction. Discussed the construction schedule for the south wall of the Brush building.

a. Award of contracts for construction work on south wall of the Brush building. The board reviewed the Bid Tabulation Sheet. Don Prosser motioned to approve the lowest bidders: H & N Construction for general work and Schemel-Tarillion, Inc. for abatement. Roland Person seconded. MOTION passed unanimously.

2. Social work internship program. MSW Intern Kelsey Bate started on 10/3/16. She has a BS in Social Work and previous internship experience. She will be supervised by Connie Baker, a licensed private social worker and SIU retiree.

3. Per Capita requirement: Technology: Library board and staff will report on the impact the EDGE Assessment has had on the library, including at least one example of how the library has used or plans to use the information gleaned from the assessment. The board discussed the fact that since completing the Edge Assessment we have met several recommendations: increased bandwidth from 10mpg to 100mpg; purchased PrinterOn software, which allows for printing from patron owned devices; participated in several meetings with city officials regarding the digital divide.

Committee reports.

None.

Unfinished business.

None.

New business.

None.

Other.

Harriet Simon pointed out that the front of the building looks dingy. We think that's due to masonry issues. There's still another step to improve that. Afterward we can try washing it.

Adjournment.

Adjourned at 5:10 p.m.

Next Board Meetings for 2016 (all in Public Library meeting room, 4:30 p.m., second Wednesday of each month): November 9; December 14.

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director

Carbondale Public Library Board of Trustees

Wednesday, November 9, 2016

4:30 p.m.

Meeting Room

405 West Main St.

MINUTES

Call to order.

Called to order at 4:30 p.m.

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Present.

Philip Brown, President (2)

Barbara Levine, Vice President (2)

Joyce Hayes, Secretary (2)

Don Prosser, Treasurer (3)

Harriet Simon

Sharifa Stewart (1)

Susan Tulis

Absent.

Julian Pei (2)

Roland Person (2)

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present.

Diana Brawley Sussman, Library Director

Gwen Hall Grosshenrich, Finance Manager

Visitors present.

None.

President's report.

None.

Secretary's report.

1. Approval of the October 12, 2016 minutes. Harriet Simon moved to approve the minutes. Susan Tulis seconded. MOTION passed unanimously.

Correspondence and communications.

1. Harlan Bohnsack's bill for architectural services on the Brush building.

Financial report.

1. Approval of bills payable up to and including bills due November 16, 2016 to December 15, 2016. Large bills include paying off insurance, the Illinois Heartland Library System, and subscriptions. Susan Tulis made a motion to pay the bills. Joyce Hayes seconded. MOTION passed unanimously. 2. Acceptance of the financial report for October 2016. The first property tax revenue check came, as well as an anonymous \$40,000 donation. The donor has been thanked. The donation is unrestricted and will be held for projects or purposes to be determined in the future until and unless the donor comes forward with a specific interest.

Barbara Levine moved to approve the financial report. Harriet Simon seconded. MOTION passed unanimously.

Librarian's report.

1. Building and grounds maintenance and construction. The Brush building began on schedule on October 31st, and there have been no change orders or issues so far.
2. Medical insurance open enrollment: Option to offer HSA plan with employer contributions to employee HSA accounts, in addition to PPO plans. The library director reviewed the total cost of health insurance for full time employees in 2017, and introduced a third plan now available from our provider, LIMRiCC. The plan is an HSA high deductible PPO. The library could offer this plan, and make a \$972 annual contribution to participating employees' HSA accounts to make the plan affordable for employees. This plan would be offered as an option, and would cost the library the same amount as the high deductible PPO (including the HSA contribution). The library currently covers the entire cost of the high deductible PPO. Don Prosser made a motion for the library to pay the full \$630 per month per FT employee for the high deductible PPO, and to allow HSA participation with 2 installments of \$486 in January and July for employees who select the HSA plan. Philip Brown seconded. MOTION passed unanimously.
3. Per Capita requirement: Educational Programs and Training Opportunities for Patrons: Describe current or potential collaborative efforts that have benefited or will benefit local library patrons and patrons in neighboring communities. The library shares its collection through the SHARE database and IHLS membership. The library partners with several local coalitions, participating in the Positive Youth Development Coalition, co-chairing the Sparrow Coalition and Nonviolent Carbondale. Our patrons and community benefit from the program development and problem solving initiatives of these coalitions, from monthly Family Vacation Nights, to community-wide 11 Days for Peace or Compassion programs. Our Reference Librarian provides grant workshops for area agencies applying for supplemental funds from the city. We collaborate with other libraries by providing conference presentations to share knowledge and experience with libraries, participating in ILA, and attending IHLS meetings.
4. Per Capita requirement: Describe the library's ability to meet the needs of the community as a provider of educational programs and training opportunities; describe the library's ability to integrate new technologies; identify at least one activity that fosters increased resource sharing. The board feels that we far exceed any compliance issues regarding these per capita requirements. We offer about 500 programs per year, open to anyone with or without a library card. We offer a lot of humanities training as well as computer training for adults and children. We have public computers and free wi-fi. A larger building would expand our efficacy: we could use more space for seating and computers; we don't have space for a computer lab.

Committee reports.

None.

Unfinished business.

None.

New business.

None.

Other.

None.

Adjournment.

Adjourned at 5:08 p.m.

Next Board Meeting for 2016 (Public Library meeting room, 4:30 p.m): December 14.

Respectfully submitted:

Joyce Hayes, Secretary

Prepared by: Diana Brawley Sussman, Library Director



Liquor Advisory Board October 6, 2016

The City of Carbondale's Liquor Advisory Board held a meeting on Thursday, October 6, 2016, in Room 103 of the Carbondale Civic Center, 200 South Illinois Avenue. Vice Chair Mills called the meeting to order at 5:30 p.m. with the following-named members of the Board present/absent:

1. Roll Call

Present: Tasis Karayiannis, Donald Monty, David Cisco, and John Mills (Steve Payne entered at 5:33 p.m.)

Absent: Mark Robinson

A quorum was available to take action on the agenda items. City Staff present for the meeting included City Clerk Jennifer Sorrell, City Attorney Jamie Snyder, Deputy Chief Stan Reno, and Fire Inspector Tom Manis.

2. Approval of minutes from September 1, 2016

D. Monty moved, T. Karayiannis seconded, to approve the minutes of September 1, 2016. VOTE: All voted aye; motion declared carried.

3. Application for a Class A2 liquor license from Cristaudo's LLC, d/b/a Cristaudo's Café, Bakery and Catering, at 209 South Illinois Avenue

Jennifer Rollinson and Leah Maciell were present to respond to Board inquiries. The applicants indicated that there has been customer interest in pairing food options with alcoholic beverages; that they feel that being able to serve local wine and beer during events where the space has been rented out or for fundraising events would be beneficial; and that they may include alcohol in items such as sponge cakes.

Questions and comments from the Board included the following: Any plans to change existing structure? [No.] Will entertainment include video gaming? [No. Primarily consists of art shows, fundraisers, and paired meals.] Question regarding financial information included in the application, that the amount which is listed is the total invested in building and business, not just for the service of alcohol? [Correct.] Musical entertainment? [They have already hosted musical acts, including Carbondale Rocks Revival and employees' bands.]

D. Cisco moved, D. Monty seconded, to recommend approval of the application for a Class A2 license for Cristaudo's LLC, contingent upon receipt of all outstanding items. VOTE: All voted aye; motion declared carried.

4. Application for a Class B2 liquor license for Bobby McBride, d/b/a Hollywood Lounge, at 104 West Jackson Street

Bobby McBride was present to respond to Board inquiries. Mr. McBride noted that his intentions are to start out operating as a bar and to provide entertainment. At a later time he hopes to add a kitchen. He noted that he is a carpenter and is handling the remodeling himself.

Questions and comments from the Board included the following: What is the rationale for reducing the occupancy to 170? [Doesn't want to crowd attendees] Plans for a beer garden? [Application will come back to the Board at a later time] Concerns were expressed about issues at this location in the past. Deputy Chief

Reno noted the frequency of police resources arriving to maintain peaceful crowds in the City lot across the street from the previous business. Question 28 was answered “no,” is that correct? [It was an error; there are no issues with taxes] Source of funds lists “E.T. Simonds” – is this a previous employer? [He does all of his own work and E.T. Simonds is his employer, not a financial backer] If \$5,000 is all the money to work with, there will be an issue. [He has other money that he can put into the business; he is leasing the building; he is a carpenter who is doing all of the work himself, and answered the question with those factors in mind] What will it cost to stock establishment, compensate managers, bartenders, and waitstaff, as well as other costs? [\$3,000 - \$4,000 for stocking; will have to obtain insurance; bouncers are paid \$10 per hour, bartenders work for tips, and at first, they will only be working four or five hours a night for five to six days a week] Will there be video gaming? [Not at this moment, but maybe later; focused on creating employment in the community] It was noted that the City Council recently capped video gaming licenses. Please elaborate on management experience addressed by question 7. [Managed a nightclub in Missouri in the 80s which had a live DJ] Question regarding the verbiage in which it appears that the business is already operating and currently has a customer base [Based this response on people stopping in for information about the opening of the club] Will there be bands playing? [Occasionally] What are the applicant’s thoughts about measures he can take to prevent people from congregating outside on the City parking lot? [He can increase the number of bouncers, and as an individual, he hosts a large tournament annually and is pretty good at handling crowds. He will be supportive of police inside and outside of the location.] If \$5,000 is all of the startup money available, he will run out of money before the doors open due to the cost of purchasing liquor, the license fees, insurance, and employee compensation. [He has more than \$5,000 – probably has around \$10,000 to \$15,000 to start, the business would be sold out for the next 30 nights based on the number of people calling about booking parties.] It was noted that there are many days where businesses lose more money than they bring in. [He is a carpenter and is earning enough to survive] What kind of parties are people wanting to throw? [Older people wanting to throw parties, like fraternity groups, birthday parties – it’s the only African-American club in the neighborhood. He is well known in the community and people want to support the business.] Concern was again expressed that the applicant was aware of issues which occurred previously and that he will ensure that those problems don’t reoccur. [He is well aware.] Why is he interested in getting into this business? [He is a businessman and sees a way where he can earn revenue for himself and the community, create jobs for the community, and he is pretty sure he will be successful if given the chance.]

A report was reviewed by several members of the Board. City Attorney Jamie Snyder apprised the Board that the business appeared to be open on September 24, so a police check was performed. There appeared to be no alcohol on the premises, but there was music being played and there were around 40 patrons present. It appeared to be operating as an entertainment club. The question is whether the applicant was the leaseholder at the time, and was he aware that it was being operated as an entertainment club on that date.

The Board followed up with the following questions and comments: Were you operating the business or insuring the business on September 24? [Yes, he was in charge of the business.] So you were aware it was open on September 24? [It was just a few friends up there, there was no alcohol on the premises, it was a test run on the equipment.] Was he charging admission? [No.] Did any money change hands of any nature? [No. He is a popular person in the community. He could go out and open a hotdog stand and have a hundred people stop by.] In the City Code, there are licenses for entertainment establishments even if they don’t serve alcohol, so the concern is whether this was operating as an entertainment establishment without a license. Were soft drinks served, or did they bring their own soft drinks? [They (the attendees) were congregating, I wasn’t serving. They had some water and may have had some cranberry juice, that’s it. I didn’t plan it, I was just testing DJ equipment; I’ve done a lot of work on the place. The police have stopped several times at night when I am working.] Do you have anything scheduled? [No] The report referenced a scholarship fundraising. [That’s just something he does on his own.] Can people can donate to the scholarship fund? [Yes, he has his own private fund.] That wasn’t the price of admission? [No.]

D. Monty moved, D. Cisco seconded, to recommend approval of the application for a Class B2 license for Bobby McBride, contingent upon receipt of all outstanding items. VOTE: All voted aye; motion declared carried.

5. Citizens' Comments

None.

Next Liquor Advisory Board Meeting Date: November 3

6. Adjournment

Meeting adjourned at 6:06 p.m.

Jennifer R. Sorrell, City Clerk

Date Approved