

CITY OF OLNEY
PLAN COMMISSION
JULY 20, 2015

AGENDA #1 “CALL TO ORDER” The meeting of the Plan Commission was called to order at 7:30 p.m. in the Council Chambers of the Olney City Hall, 300 S. Whittle Avenue, Olney, Illinois, with Chairman Wesley Tolliver presiding.

AGENDA #2 “ROLL CALL” The following Plan Commission members were present: David Abell, Vicki Lobacz, Belinda Henton, Pat Everette, and Wesley Tolliver. Mike Winter, Scott Jones, and Steve Eichhorst were absent. Also present were Mayor Ray Vaughn, City Manager Larry Taylor, City Attorney Bart Zuber, Code Enforcement Officer Mike Mitchell, and City Clerk Kelsie Sterchi.

AGENDA #3 “APPROVE MINUTES OF THE PLAN COMMISSION MEETING ON MARCH 2, 2015” Mrs. Henton moved to approve the minutes of the Plan Commission meeting on March 2, 2015, seconded by Mrs. Lobacz. Mr. Abell, Mrs. Lobacz, Mr. Tolliver, Mrs. Henton, and Mr. Everette voted yes. There were no opposing votes. The motion carried.

AGENDA #4 “SWEARING IN” Mr. Tolliver asked that anyone wishing to testify on behalf of the item being discussed to stand and be sworn in. City Clerk Sterchi asked those standing to raise their right hand and “swear to tell the truth, the whole truth and nothing but the truth so help me God.” Mayor Vaughn, Morgan Henton, Drew Holdren, and Connie Buss were sworn in.

AGENDA #5 “PUBLIC HEARING: PARKS & RECREATION COMPREHENSIVE PLAN” Morgan Henton, Drew Holdren, and Connie Buss are members of the Parks & Recreation Board. These members were present to introduce the Parks & Recreation Board’s Comprehensive Plan for consideration of the Plan Commission.

Mr. Henton presented a map of Rotary Park. He reported that a campground was proposed by the Board to be located to the east of the East Fork Lake boat launch. Currently, the area was owned by the City and being farmed. The campground would be for short-term campers. Fifty-five camping spaces were proposed, but Mr. Henton indicated that actual spaces would need to be determined by State regulations. The south edge of the proposed campground would host a marina/convenience store/restaurant. The Board also proposed replacing the large pavilion, but the Rotary Clubs were already devising a plan and fundraising for the renovation.

Mrs. Lobacz noted that a ball diamond was shown on the map, but was not currently at the park. Mr. Henton replied that the diamond’s lights were still there, and Mr. Holdren commented that Rotary was considering reinstalling a fence around the diamond.

Mr. Abell asked for clarification on what the expectations were of the Plan Commission regarding the proposed comprehensive plan. Mr. Tolliver told him that it was to be presented to

the Commission so they could make comments and ask questions before being presented to the Council for official approval.

A map of Musgrove Park was then presented. Mr. Henton showed the Commission where the Together We Play Park would be located just to the south of the current playground. Handicap accessible restrooms were proposed to be located next to the Together We Play Park.

To the west of the new park was a proposed second set of basketball courts. The Board also suggested having gates placed added to the pool fencing near the area northwest and northeast of the slide. A gate was also suggested to be placed in the middle of the eastern fencing. The grassy area on the east side was suggested to be eliminated. The addition of the gates would benefit the area whenever larger events were held at the pool. The gates would only be unlocked during those times.

Mayor Vaughn asked what the grant requirements were of keeping certain areas in a natural state. City Manager Taylor recalled that the grassy area near the pool was part of the plan, but did not believe it was a requirement. He did indicate that there were certain regulations on what areas could and could not be used for indoor purposes. Mrs. Lobacz thought a pavilion was originally planned to be placed in the grassy area. Mr. Taylor did not believe a pavilion was planned. He said that no other buildings were permitted in that area other than the bath house.

The Parks & Recreation Board also proposed adding two awnings on the north side of the bath house. There were currently no shady areas at the pool for bystanders.

Mrs. Lobacz asked if there were any plans to repair outside hydrants and the water fountain. Mr. Holdren replied that the Parks & Recreation Board did not include maintenance topics in their comprehensive plan. He felt concerns such as those would be better directed to the Pool Manager and/or Park Department Supervisor. Mr. Holdren also added that there was a donor who was very willing to help in solving problems such as those. Mrs. Lobacz cautioned that before moving on to bigger projects, the City should be sure that what it had was in working condition.

Mr. Henton went on to detail a proposed enclosed building to serve as a concession stand. The stand would have two openings; one that was accessible to those inside of the pool area, and one that was accessible off of the circle drive outside of the pool. The current concession stand near the ball diamonds was only available at certain times during ball season. No other concessions were available at other times or during other events. The Board recommended that the second concession stand be managed by the same entity as the stand near the ball diamonds.

At the parking lot west of the pool, the comprehensive plan suggested adding another entrance to provide for two areas of entry and exit. An additional 12 parking spaces could be added in the pool's parking lot. The Board also suggested an indoor pool site to the west of the current pool. This location was proposed due to accessibility to current pool equipment. Mrs. Lobacz felt that the indoor pool should be made available sooner than some of the other proposals. She reasoned that the facility could be used for many things such as physical therapy and OCC classes. Mr. Holdren told the Commission that the estimated cost for the project would

be about \$20,000,000.00. Funds would need to be available to construct the facility and maintain it until it was self-sustaining. Accumulating such monies would take much time and effort.

Mr. Everette questioned proposed parking availability. Mr. Holdren mentioned that additional curb stops were going to be provided by an anonymous donor. Mrs. Lobacz suggested that volunteers could guide parking during events. Mr. Holdren commented that many people have offered good ideas, but it was a challenge finding people to actually volunteer to help.

The area east of the pool was planned to be left open for a future athletic facility similar to the YMCA. Lighting and bleachers were proposed for the soccer field. The Board also recommended transitioning the soccer field into more of a multi-purpose field.

Regarding parking for events, the Board would like to see an additional 55 parking spaces added at the end of Florence Avenue with a roundabout. Several handicap spots would be available to serve the east and middle portions of Musgrove Park. Lifeguards were currently parking in this area, and the Board proposed that lifeguards park in the far west portion of the pool parking lot to make the new parking area accessible for those attending events.

The Musgrove House had been discussed for demolition to allow an open space for picnicing. Due to some recent proposals, the Board changed their recommendation to keeping the house until it became a financial burden to the City. The house could be used for purposes similar to the Community Building, but making the house usable for such purposes would take much renovation appraised around \$50,000.00. Mr. Holdren told the Commission that the Girl Scouts felt they could raise funds for repair to the roof and windows, among other maintenance items.

Mr. Everette suggested that if the Musgrove House were demolished that a smaller building could be built for the Girl Scouts. Mr. Holdren commented that the City did not build buildings for other groups and organizations. Mr. Henton commented that areas such as the Poco Pines Lodge and churches could be used for such meetings.

Mr. Abell commented that the last time he went by the Musgrove House, the landscaping was in poor condition. He questioned if simple maintenance items were not able to be taken care of, how the group could maintain larger items such as a roof.

Mr. Henton went on to suggest a locking gate be added at the end of Musgrove Lane. This would block traffic from entering that area and creating a hazard. The gate could be opened for deliveries made to the barns and events at the Musgrove House.

Mrs. Lobacz was more concerned of the hazard that would come with adding the 55 parking spaces next to the pool when it would increase traffic near the pool's circle drive. She felt there would also be issues with emergency vehicles accessing the area. She suggested adding parking off of Musgrove Lane. Mr. Holdren replied that there was not enough room in that area as it was a single car driveway. Additionally, Mr. Holdren reassured Mrs. Lobacz that even with parking along the south side of Florence Avenue, there was still ample room for two lane traffic.

Mr. Henton reported the benefits of adding sidewalk lights between N. East Street and N. Silver Street along the south side of the park.

Mrs. Henton was curious if the drainage issues near the northeast athletic fields would be addressed. Mr. Holdren replied that drainage in the area was of concern. Mr. Everette suggested placing grates in the area.

Mr. Henton showed the Commission where green space would be available in the southeast corner of the park for various activities. City Clerk Sterchi, on behalf of the Tree Board, asked if there would be an appropriate place to plant a grove of nut trees. Mr. Holdren felt the area south and west of current trees near the southeast corner would be appropriate. Mrs. Henton suggested placing the trees north of the sidewalk.

Mr. Abell asked what would happen if the comprehensive plan was approved, but a donor came through willing to place something originally unproposed in the park. He was curious if that would be allowed. Mayor Vaughn felt that the comprehensive plan was a guide for the future, but that the recommendations were not set in stone. Such comprehensive plans were necessary in order to apply for certain grants. The Mayor then thanked the Parks & Recreation Board for their outstanding work.

Mr. Holdren went on to explain that the timelines listed were broken in to categories based on if money was currently available, would soon be available, or would not be available for quite some time.

Mr. Tolliver was concerned with the gun range's vicinity to the East Fork Trails. He suggested placing a chain across the walking trails to forewarn visitors of gun range use. Mrs. Henton commented that when in use, a red flag is displayed with warning signs. Mr. Henton thought the current warning items would not be as easily viewed if coming from north of town. He felt something should be placed on the trail head well ahead of time so people would not already been in the trails before warning items were placed.

Mr. Tolliver also asked if there would be potential for a better boat ramp at Vernor Lake. Mr. Henton replied that the difficulty came from lack of space for parking and improvements.

Mrs. Lobacz expressed concern with the proposal of closing Borah Lake Beach. She felt strongly that the beach still served a purpose and was frequently used. Mr. Everette was aware that vandalism had been a problem at the beach with the safety buoys being stolen, the pay phone vandalized, and picnic tables thrown off of the dock.

Mrs. Lobacz still felt that it was nice to offer an area for lake swimming that would be accessible to those who do not live on the lake. Additionally, she thought that the beach should have upgrades implemented. Mr. Henton countered that the cost of maintaining the Borah Lake Beach was extensive in regular cost, vandalism, tests for water quality appropriate for swimming, and the fact that no revenue is drawn from the beach. He also added that the Board only suggests

shutting down the beach if and when it becomes a burden. Mrs. Lobacz countered that neither the pool nor any of the other parks are closed because of vandalism.

Mr. Tolliver asked if creating a swimming area at East Fork Lake would require lifeguards. Mr. Taylor was unsure, however noted that only a few years ago a donor donated \$30,000.00 for upgraded playground equipment near the beach.

Mrs. Lobacz moved to remove the recommendation of closing Borah Lake Beach from the comprehensive plan, seconded by Mr. Tolliver. Mrs. Lobacz and Mr. Tolliver voted yes. Mr. Abell, Mrs. Henton, and Mr. Everette voted no. The motion failed.

Mrs. Lobacz then asked what the expense would be of adding parking at Musgrove Park immediately. Mr. Henton indicated that the Parks & Recreation Board did not deeply research all proposed projects for the initial comprehensive plan. If the ideas presented are supported by the Plan Commission and then the Council, the Parks & Recreation Board could add amendments dictating estimated costs.

Mr. Holdren added that many of the items listed in the short-term timeline were placed due to verbal commitments of donations. Noting Mr. Holdren's statement, Mrs. Lobacz still felt that the road to Rotary Park and the boat launch parking lot should be made of a higher priority. Mrs. Henton agreed.

Mrs. Henton moved to recommend that the road to Rotary Park and the boat launch parking lot should be prioritized to the short-term timeline, seconded by Mrs. Lobacz. Mr. Abell, Mrs. Lobacz, Mr. Tolliver, Mrs. Henton, and Mr. Everette voted yes. There were no opposing votes. The motion carried.

Mr. Holdren commented that the timeline listed in the comprehensive plan was simply added as a guide; actual order of priority could be determined at any time in the future.

Mrs. Lobacz moved on to the topic of the tennis courts at the City Park. She mentioned that they were very dangerous. Ms. Buss told the Commission that the courts had been patched as of the previous Thursday.

Mrs. Henton questioned the recommendation to replace the fencing at the City Park along Highway 130. She thought the fencing was repairable and was more of a maintenance issue. Mr. Everette cautioned that conducting spot maintenance on such fencing can oftentimes make the appearance worse.

Mr. Henton told the Commission that some of the recommendations listed had already been completed or the project had already started. He gave the example that the sound system at the pool had already been upgraded. He questioned if the Commission would like to see such items that have been or are being address removed from the comprehensive plan. The Commission felt that the items could still remain.

The Parks & Recreation Board had initiated an Adopt-a-Bed program for flower beds in the City Parks. Mrs. Henton asked if the Board was willing to continue to coordinate the program each year. Ms. Buss had indicated that she would be willing to spearhead the program each year. Ms. Buss went on to mention that Keller's Landscaping, Blank's Insurance, Dr. Dirk and Jeffrey Rosenberg, First National Bank of Olney, First Financial Bank, TrustBank, A.M. Transport, and State Farm-Lauren McClain participated in the 2015 Adopt-a-Bed program. The Park Department watered the beds twice per week.

Mr. Tolliver had concerns about the accumulation of leaves in the City Park during the fall. Mrs. Henton replied that setup for the Christmas Light Display begins in October which is what creates the challenge.

Mrs. Lobacz expressed concern on City Park appearance before the summer community concerts held on Wednesday evenings. Mrs. Henton asked if Park Department Supervisor Frank Bradley had attended any of the Parks & Recreation Board meetings. Mr. Henton replied that Mr. Bradley had not yet attended a meeting, but had been invited. Mr. Henton was aware that Mr. Bradley was extremely busy, but hoped to have him attend at least one meeting per quarter in the future.

Mrs. Henton told the Commission of the recent popularity of Pickleball in the community, and asked the Parks & Recreation Board what their solutions would be for a short-term plan. Mr. Holdren felt that if the medium-term plan for Pickleball was approved by the City Council, the court(s) could be built at any time, and not specific to the proposed timeline. Until then, any of the north courts at the City Park could be taped for Pickleball. Mr. Holdren was concerned with the overall stability of the current courts.

The Board recommended that a restricted funds account be created to accept donations for parks and recreation projects. Mayor Vaughn commented that the donation procedure would need to be user-friendly to the municipal accounting requirements.

The included park assessment surveys would be kept as background information, but not published in each copy of the printed Parks & Recreation Comprehensive Plan.

Mr. Abell moved to recommend the Parks & Recreation Comprehensive Plan with making the road to Rotary Park and the boat launch parking lot a priority, seconded by Mr. Everette. Mr. Abell, Mrs. Lobacz, Mr. Tolliver, Mrs. Henton, and Mr. Everette voted yes. There were no opposing votes. The motion carried.

The recommendation would be presented to the City Council for final approval on Monday, July 27, 2015, at 7:00 p.m.

AGENDA #6 "PUBLIC COMMENTS/PRESENTATIONS" No other members of the public wished to speak.

AGENDA #7 “APPROVAL: PLAN COMMISSION CODE OF CONDUCT” At the March 2, 2015, Plan Commission meeting, Mr. Taylor had mentioned that a Plan Commission code of conduct should be created. A proposed listing of conduct was presented to the Commission for their consideration.

Mrs. Henton moved to approve the Code of Conduct for Plan Commission Meetings, seconded by Mr. Everette. Mr. Abell, Mrs. Lobacz, Mr. Tolliver, Mrs. Henton, and Mr. Everette voted yes. There were no opposing votes. The motion carried.

Before adjourning, Mr. Tolliver asked for an update on the temporary Special Use Permit that had been issued for the cell phone tower on E. Main Street in 2013. The Special Use Permit was granted for a term of six months. Past that term, application should have been re-submitted for consideration. Mr. Taylor replied that the tower was in violation of the Special Use Permit. He had notified CellularOne, but had yet to hear back from his contact.

AGENDA #8 “ADJOURN” Mrs. Lobacz moved to adjourn, seconded by Mrs. Henton. Mr. Abell, Mrs. Lobacz, Mr. Tolliver, Mrs. Henton, and Mr. Everette voted yes. There were no opposing votes. The motion carried. The Plan Commission meeting adjourned at 8:58 p.m.

Kelsie J. Sterchi
City Clerk