



City of Columbia, Missouri

Meeting Minutes

Downtown Columbia Leadership Council

Tuesday, October 17, 2017
4:00 PM

Regular

Conference Room 1A
Columbia City Hall
701 E. Broadway

I. CALL TO ORDER

The meeting was called to order at approximately 4:01 pm. Ms. Hammen arrived at approximately 4:08 pm.

Present: 8 - Randy Gray, Janet Hammen, Cliff Jarvis, Susan Maze, Nick Peckham, Mark Wahrenbrock, John Clark and Scott Wilson

Excused: 3 - Heiddi Davis, Ben Wade and Sara Loe

Unexcused: 2 - Fred Parry and Vicky Owles

Non-Voting: 2 - Stacey Button and Tim Teddy

II. INTRODUCTIONS

All guests in attendance introduced themselves.

III. APPROVAL OF AGENDA

Mr. Gray made a motion to approve the agenda for the October 17th meeting. Mr. Peckham seconded the motion. The motion carried with all in favor.

IV. APPROVAL OF MINUTES

Approval of the September 26, 2017 DLC Meeting Minutes

Attachments: [DRAFT DLC Minutes September 26, 2017](#)

Mr. Wahrenbrock suggested changing the reference to the brick streets ordinance to instead reference the brick streets policy resolution.

Ms. Maze made a motion to approve the minutes from the September 26, 2017 DLC Meeting as amended. Mr. Wahrenbrock seconded the motion. The motion carried with all in favor.

V. OLD BUSINESS

Revisit Public Inconvenience Fee

Attachments: [Enacted - Ord. No 023013_PIF](#)

[DLC Correspondence to Council dated November 28, 2016](#)

[Link to Council Bill B262-16 and all supporting documentation](#)

Mr. Wilson reviewed the discussion of this from the last meeting where the DLC agreed to review the Public Inconvenience Fee (PIF) again and to look into the closure on 6th Street. Mr. Wahrenbrock stated that the closure by Coley's was discussed at the City

Council meeting last night and staff stated that there is a process and procedure to visit with affected property owners, however that process did not occur with Coley's and they were not notified. Mr. Peckham suggested the DLC recommend closing partial streets instead of a complete street since that can be detrimental to a business. Mr. Teddy commented that the City website has a Community Dashboard where you can look up a project to see its status. Mr. Wahrenbrock added that there was discussion last night of a possible compensation to Coley's, but Council did not pursue that during the meeting. The owner of Coley's also had a scheduled public comment on the agenda at last night's City Council meeting. Mr. Peckham suggested that signage be placed in closures like this. Mr. Wilson reminded that the DLC held a Public Hearing on the PIF and he reviewed the DLC letter to City Council with their recommendations. In this instance, the sidewalk was technically open, though blocked by a dumpster for a time. He did not see signage indicating the business was open. Mr. Jarvis asked if Coley's was the only business impacted. Mr. Wahrenbrock stated that the only other business on that block is FedEx and he was not sure if they were notified or if they have complained. Mr. Jarvis stated that Columbia College was not notified and he was not aware of any interested parties meetings held regarding this project. Mr. Teddy stated that usually the IP Meetings are held at the beginning of a project during the design phase for street projects and other CIP projects.

Mr. Wilson added that the final ordinance on the PIF passed in December 2016 did not address how funds would be used or signage requirements. The City is exempt from paying any PIF fees, but should follow the notification requirements. Mr. Peckham felt the City should tell the public how long they expect closures to be. Mr. Clark suggested that performance evaluations for employees at all levels include the compliance of proper notification. Ms. Maze asked if there is a City policy for notifications. Mr. Jarvis stated that Public Works used to have a policy for IP Meetings, but he is not sure on the specifics or if there have been changes made to it. Mr. Clark stated that the IP Meetings are intended to notify people of upcoming work, but that is not adequate notification for the issue in front of Coley's. He did not feel the PIF is working properly. It doesn't sound like the City coordinated well on this and communication was overlooked.

Mr. Wilson suggested the DLC look at any existing City policy and make recommendations for possible changes requiring notice and signage for City projects. Mr. Wahrenbrock asked the proper way to move forward with this. Mr. Clark felt that the ordinance for the PIF could be amended to include how the City handles closures for their own projects. Mr. Clark felt that all requirements in the PIF should apply to the City including the permit process. The only thing they should be exempt from is the fee. Mr. Wilson suggested the DLC write a letter to Council.

Mr. Peckham made a motion that the PIF ordinance be amended to require the City to follow permitting processes and that it also include required closure signage. Mr. Jarvis seconded. All in favor.

Mr. Clark suggested the DLC write a letter stating confusion about the applicability of the PIF as it relates to City projects and that City staff propose language for an amended ordinance. Mr. Wilson indicated he would draft a letter for discussion at the next meeting at which time it can be voted on. Mr. Wilson added that the total PIF revenues total just over \$14,000 for parking and sidewalks.

VI. NEW BUSINESS

None.

VII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

None.

VIII. NEXT MEETING DATE

November 28, 2017

IX. ADJOURNMENT

Mr. Jarvis made a motion to adjourn the meeting. Ms. Maze seconded the motion. The motion carried with all in favor. The meeting adjourned at approximately 4:45 pm.