

The City Council of the City of Mattoon held a Special City Council meeting in the Council Chambers of City Hall on May 28, 2025. Mayor Hall presided and called the meeting to order at 7:00 a.m.

Mayor Hall led the Pledge of Allegiance.

The following members of the Council answered roll call physically present in person: YEA Commissioner Erica Butler, YEA Commissioner Jim Closson, YEA Commissioner David Phipps and YEA Mayor Rick Hall. Commissioner Dave Cox was absent.

Also physically present were City personnel: City Manager Kyle Gill, City Attorney Daniel C. Jones, Public Works Director David Clark, Fire Chief Jeff Hilligoss and City Clerk Susan O'Brien.

PRESENTATIONS, PETITIONS AND COMMUNICATIONS

This portion of the City Council meeting is reserved for persons who desire to address the Council. The Illinois Open Meetings Act mandates that the City Council may NOT take action on comments received on matters that have not been identified on this agenda, but the Council may direct staff to address the topic or refer the matter for action on the agenda for another meeting. Persons addressing the Council are requested to limit their presentations to three minutes and to avoid repetitious comments. We would also ask you to state your name and address for the record as well as stand when speaking.

Mayor Hall opened the floor for comments from the Public in person and online with no response.

NEW BUSINESS

Commissioner Closson seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2025-1962: Approving a Memorandum of Understanding (MOU) between the City of Mattoon and the IAFF (Local 691) providing for a 35-mile residency clause; and authorizing the city manager to sign the MOU.

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1962

AN ORDINANCE APPROVING A MEMORANDUM OF UNDERSTANDING ("MOU") BETWEEN THE CITY OF MATTOON AND THE MATTOON FIREFIGHTERS ASSOCIATION LOCAL 691 REGARDING RESIDENCY OF UNIT EMPLOYEES REQUIRED TO BE WITHIN 35 MILES OF THE CORPORATE BOUNDARIES OF THE CITY OF MATTOON.

WHEREAS, the City of Mattoon (hereinafter "City") entered into a Collective Bargaining Agreement (hereinafter "CBA") with the Mattoon Firefighters Association Local 691 (hereinafter "Firefighters") on May 2, 2023 which remains in effect until a successor contract is approved; and,

WHEREAS, the City and the Firefighters agree to amend the residency provision of the CBA, until the parties execute a new CBA, through a MOU; and

WHEREAS, said MOU is to provide a temporary amendment of the parties' collective bargaining agreement with regard residency requirements; and,

WHEREAS, the City and Firefighters have drafted said MOU to memorialize the terms of their agreement.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, A MUNICIPAL CORPORATION, as follows:

Section 1. The City Council hereby approves and ratifies the Memorandum of Understanding (“MOU”) attached hereto as Exhibit “A” and incorporated herein by this reference.

Section 2. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 3. This ordinance shall be effective upon its approval as provided by law.

Upon motion by Commissioner Closson, seconded by Commissioner Phipps, adopted this 28th day of May, 2025, by a roll call vote, as follows:

AYES (Names): Commissioner Butler, Commissioner Closson,
Commissioner Phipps, Mayor Hall

NAYS (Names): None

ABSENT (Names): Commissioner Cox

Approved this 28th day of May, 2025.

/s/ Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST: APPROVED AS TO FORM:

/s/ Susan J. O’Brien
Susan J. O’Brien, City Clerk

/s/ Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality’s Records on 05-28, 2025.

Manager Gill noted the MOU was similar to the PBPA residency LOU and was open through the end of the current contract on April 30, 2026.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Butler, YEA Commissioner Closson, ABSENT Commissioner Cox, YEA Commissioner Phipps, YEA Mayor Hall.

Commissioner Butler seconded by Commissioner Phipps moved to adopt Special Ordinance No. 2025-1963: Granting a Special Use for a Tier I Short-Term Rental located at 1112 Unique Court. Petitioner: Brenda Wofford 07-2-15691-000

CITY OF MATTOON, ILLINOIS

SPECIAL ORDINANCE NO. 2025-1963

AN ORDINANCE GRANTING A SPECIAL USE FOR A TIER I SHORT-TERM RENTAL IN THE CITY OF MATTOON, COLES COUNTY, ILLINOIS

WHEREAS, Brenda Wofford, presented a Petition to the City Clerk for a Special Use Permit, which Petition requests that a new property be utilized for a Short-Term Rental, which is a Special Use pursuant to City Ordinance 2015-5377, passed 5-5-2015, sections 159.45 and 159.46; and,

WHEREAS, petitioner is the owner of the property commonly described as 1112 Unique Court. Pin Number: 07-2-15691-000: Legal Description: LOT 13 PHASE II OF THE MEADOWS SUBD; and,

WHEREAS, a Public Hearing on said Special Use for a ‘Short-Term Rental’ was held before the Mattoon Planning and Zoning Commission on April 22nd, 2025; and,

WHEREAS, said Petition was not recommended for approval by the Mattoon Planning and Zoning Commission at said Public Hearing on April 22, 2025; and

WHEREAS, the City Council of the City of Mattoon, Coles County, Illinois, has determined, that the public interest will be served by allowing for such a Special Use.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MATTOON, COLES COUNTY, A MUNICIPAL CORPORATION, as follows:

Section 1. Pursuant to enabling authority provided at Section §159.45 and 159.46 of the Mattoon Code of Ordinances, the property as legally described above, shall be granted a Special Use Permit for a ‘Short-Term rental’; and,

Section 2. This ordinance shall be deemed published as of the day of its adoption and approval by the City Council.

Section 3. This ordinance shall be effective immediately.

Upon motion by Commissioner Butler, seconded by Commissioner Phipps, adopted this 28th day of May, 2025, by a roll call vote, as follows:

AYES (Names): Commissioner Butler, Commissioner Closson,
Commissioner Phipps, Mayor Hall

NAYS (Names): None

ABSENT (Names): Commissioner Cox

Approved this 28th day of May, 2025.

/s/ Rick Hall
Rick Hall, Mayor
City of Mattoon, Coles County, Illinois

ATTEST: APPROVED AS TO FORM:

/s/ Susan J. O’Brien
Susan J. O’Brien, City Clerk

/s/ Dan C. Jones
Dan C. Jones, City Attorney

Recorded in the Municipality’s Records on 05-28, 2025.

Manager Gill mentioned the discussion at the last Council meeting, Planning Commission heard complaints from neighbors and did not recommend to the Council, and Ms. Wofford’s attendance at last Council meeting to request consideration. Commissioner Phipps noted this was an ideal Tier I example with owner-occupied short-term rentals. Commissioner Closson noted her house was well maintained, no parking issues and not having police calls.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Butler, YEA Commissioner Closson, ABSENT Commissioner Cox, YEA Commissioner Phipps, YEA Mayor Hall.

Council held discussion on determining objectives over the next six months for the City Manager. Mayor Hall stated Council was to establish objectives to be completed over the next six months that were measurable, time-bounded and definable, have an agreement of the objectives with Manager Gill, and have Council start with three to five objectives at this meeting. Council discussed their objectives and rated the objectives to determine the most important to the group. Mayor Hall was to send to the Council the objectives for Council review and make any adjustments. Council's five consented objectives were to begin the process to complete a new comprehensive plan, make a decision on the existing miniature golf at Peterson Park, develop an internal and external communications process/policy, research and identify two new ongoing sources of revenue, and obtain quarterly financial reports. Council discussed the grocery tax for the next meeting. Manager Gill provided a list of objectives to the Mayor which included performance evaluations, starting comprehensive plan, and communications with all projects.

Commissioner Butler seconded by Commissioner Phipps moved to adjourn at 8:12 a.m.

Mayor Hall declared the motion carried by the following vote: YEA Commissioner Butler, YEA Commissioner Closson, ABSENT Commissioner Cox, YEA Commissioner Phipps, NAY Mayor Hall.

/s/Susan J. O'Brien
City Clerk