



**DEKALB CITY COUNCIL AGENDA
REGULAR MEETING
JANUARY 23, 2023
6:00 P.M.**

DeKalb Public Library
Yusunas Meeting Room
309 Oak Street
DeKalb, Illinois 60115

Pursuant to Chapter 2 "City Council", Section 2.04 "Council Meetings", persons wishing to address the City Council during this meeting are required to register with the Recording Secretary by filling out and submitting a Speaker Request form, copies of which are located on the table just outside the meeting room, along with copies of the agenda. Comments will be limited to three (3) minutes. Further information for addressing the City Council can be found on the Speaker Request form.

A. CALL TO ORDER AND ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF THE AGENDA

D. PRESENTATIONS – None.

E. PUBLIC PARTICIPATION

F. APPOINTMENTS – None.

G. APPROVAL OF THE MINUTES

1. [Minutes of the Regular City Council Meeting of January 9, 2023.](#)

H. CONSENT AGENDA

1. [Accounts Payable and Payroll through January 23, 2023, in the Amount of \\$2,938,656.04.](#)
2. [Freedom of Information Act \(FOIA\) Report – December 2022.](#)

I. PUBLIC HEARINGS

1. **Public Hearing Regarding the FY2023 Community Development Block Grant (CDBG) Annual Action Plan.** [\(click here for the Public Notice\)](#)

City Manager's Summary: This public hearing invites public comment on the City's 2023 Annual Action Plan which is consistent with the five-year CDBG Consolidated Plan that provides a unified vision for addressing housing and community development needs in the City of DeKalb. Development of the annual plan is a collaborative activity between the City and our local community. It creates the opportunity for citizen participation in meeting priority

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needs. On February 10, 2020, the City Council approved the CDBG Five-Year Consolidated plan for the period 2020-2024.

For the new federal Program Year of April 1, 2023, to March 31, 2024, the City will receive an estimated \$400,000 in CDBG entitlement funds. The federal Department of Housing and Urban Development (HUD) allows grantees to issue an Annual Action Plan using an estimated grant amount when the actual allocation is not known at the time the plan is created. The attached Action Plan describes the proposed uses of the new funds based on the estimated grant amount and will later be updated to reflect the actual grant amount when the federal allocation notice is received. Project funding will then be adjusted proportionately to reflect actual increases or decreases in the funding amount.

The chart below details the proposed uses of the new CDBG entitlement funds plus all unspent carryover funds. It does not include the CDBG-CV (Covid) funds which are tracked separately due to the restrictions on their use.

	2022 Carryover	New 2023 Funds	Total Funds	Notes
2022 Public Facilities	\$412,833	\$240,000	\$652,833	These funds will be allocated to needs/projects as determined by Council.
2023 Public Services	\$0	\$60,000	\$60,000	HUD caps this amount at 15% of total grant.
2023 Owner Occupied Housing Rehab Program	\$60,000	\$20,000	\$80,000	Remaining funds from 2022 will be carried over to fund the program in 2023. Additional new funds in the amount of \$20,000 are added to assist low to moderate income households with lead service line replacements.
2022 Administration	\$0	\$80,000	\$80,000	HUD caps this amount at 20% of total grant.
TOTAL	\$472,833	\$400,000	\$872,833	

J. CONSIDERATIONS

1. Consideration of the City’s Transit Fares.

City Manager’s Summary: On May 23, 2022, the Council reinstated transit fares after nearly two years of suspensions owing to the adverse economic impacts of the COVID-19 pandemic. The further direction of the Council was to review the impact of the rates after the end of the 2022 fiscal year.

The Transit staff have reviewed DeKalb’s fare levels in relation to comparable systems in other Illinois communities and recommend maintaining current fare levels. By way of reference, in 2019 the City collected \$55,437 in fare revenue from the fixed route system. Between July 1 (when fares were re-instituted) and December 31, 2022, the fixed route system collected \$66,780, with fixed route service accounting for 60% of the fares collected and paratransit accounting for 40%.

Based on these numbers, staff are projecting the public transit system can expect to collect around \$134,000 in fares in the FY23 program year (July 1, 2022-June 30, 2023). Further, the

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Transit Manager estimates that approximately \$80,000 will be realized from Fixed Route fares and around \$54,000 will be contributed through paratransit fares.

It should be noted that the revenue collected from fares represents less than 2% of the total annual transit revenues. Most of the system’s revenue comes from state and federal grants and the transit contribution received annually from NIU according to the City/NIU intergovernmental agreement for consolidated transit services. The table below shows all transit system income and expenses for the first six months of the current 2023 state fiscal year:

July-December 2022 Transit System Revenue vs. Expenses

A) Fare Revenue	\$66,780.00
B) NIU-IGA Funds	\$894,083.00
C) Federal Funds	\$527,921.00
D) Total Non-State Revenue (Sum of A-C)	\$1,488,784.00
E) Total DOAP Revenue	\$2,778,968.00
F) Total System Revenue (Sum of D-E)	\$4,267,752.00
G) Total System Expenses	\$4,267,752.00

Another fact is important to keep in mind: when charging grant funds, fares reduce the amount of expenses charged to a grant. Specifically, for every dollar of fares generated, we capture one less dollar in grant revenue.

In the case of the revenue vs. expense statement shown above, the \$66,780 realized by fares reduces the amount of funds that the transit program invoices to Federal funding.

Currently, the City has an excess of Federal 5307 funds, with awards increasing every year because our system qualifies for additional FTA grant awards under the Small Transit Intensive Cities (STIC) program. The qualification for STIC funds means that the City’s federal grant allocations have increased from \$1.2 Million annually to over \$3 Million last year. The table below shows the available federal funding as of December 2022:

Award Year	Award Amount
FY18	\$558,241.00*
FY19*	\$1,232,334.00
FY20	\$1,260,603.00
FY20 CARES	\$2,553,012.00**
FY21	\$1,811,213.00
FY22	\$3,237,605.00
FY21 ARP	\$705,774.00
Total:	\$11,358,782.00

*Remaining from initial award of \$1,418,759
 **Remaining from initial award of \$3,570,889

It is important to note that the significant COVID-related service reductions implemented by the transit system in 2020 and 2021 resulted in lower expenditures, which in turn reduced the amount of expenses the City could apply to grants. As the transit system returns to pre-COVID levels, the need for the grant dollars will increase.

Additionally, these federal awards can be used to assist in capital needs, such as the upkeep of transit facilities, construction of additional bus shelters, and acquisition of vehicles. As the

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transit system matures in upcoming years, the need for additional local revenue, such as increased fares, will eventually be supported by the data.

Currently, the transit system has more than sufficient funds to operate without the need for a fare increase. **No Council action is needed at this time.** ([click here for additional information](#))

2. Consideration of a Request for Proposals for the Redevelopment of City Property in the Annie Glidden North Neighborhood.

City Manager's Summary: The attached Request for Proposals invites proposals for the acquisition and redevelopment of the 4.87-acre property assembled by the City of DeKalb at the northwest corner of W. Hillcrest Drive and Blackhawk Road. The property consists of three parcels as follows:

- PIN 08-15-151-014. Formerly Hunter Hillcrest. 1011-1017 W. Hillcrest Drive. 2.05 acres.
- PIN 08-15-151-011. Formerly Campus Cinema. 1015 Blackhawk Road. 2.42 acres.
- PIN 08-15-101-103. Formerly Andreacchi Trust (unaddressed parcel immediately south of the Fanatico Restaurant). Blackhawk Road. 0.4 acres.

These parcels were gradually assembled under common City ownership over a period of years from 2019 to the present and are currently vacant. All foundation material has been removed and the site is served by public water and sewer, as well as a number of private utilities (e.g., ComEd, Nicor Gas, Comcast, and Frontier).

The City is seeking sealed proposals to purchase the combined parcels for the purpose of private redevelopment. In the Annie Glidden North (AGN) Revitalization Plan that was prepared in 2018 by Camiros, Ltd. under the guidance of the ad hoc AGN Task Force, a "Hillcrest/Blackhawk Focus Area" was envisioned in very general terms for this area. Because of the central location of this land area within the AGN neighborhood, it was anticipated that a walkable, mixed-use development providing "shopping, services, and other community amenities" would be established. Further, the Plan envisioned a two-to-three story mixed-use building anchoring the corner of Hillcrest and Blackhawk "with flexible ground floor space geared towards community and entertainment uses," and possibly attached townhomes to the north and west, creating a "main street" environment (see AGN Plan, pp. 50-51).

Since late June 2022, this vacant but prime redevelopment area has been seeded with grass but neither the neighborhood, local stakeholders, nor the City government wish to maintain the rolling, rural look for long. In anticipation of an RFP to test private interest in the site, the City and the Opportunity DeKalb Board – a local, non-profit community development corporation – have held listening sessions to challenge neighborhood residents and any local citizens to identify and prioritize uses that might be both commercially viable and practically responsive to local needs. A summary of the listening sessions conducted by the opportunity DeKalb Board is attached. The City website contains public minutes from the Council meetings of July 25, 2022, and September 12, 2022, when public discussions regarding redevelopment goals in the AGN neighborhood were held by the City government.

Out of these listening sessions, a "Focus Area" different from that described in the 2018 Camiros study was envisioned with a range of specific commercial, service, and recreational uses listed as follows:

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1. Market space with fresh food and produce.
2. An expanded bakery/coffee shop for healthy grab-and-go food or a place for friends to gather.
3. A larger cafeteria-style service area with commercial kitchen for serving larger groups and neighborhood students, that can be integrated with food production functions when not in service.
4. A food hub with warehouse storage (Cold/Frozen/Dry), and production and processing space.
5. Greenhouses that provide learning space and employment.
6. Expandable conference room space for not-for-profit meetings, neighborhood meetings, scheduled family gatherings or receptions, community and health education (including Library programming), etc.
7. Monitored recreational or learning space for neighborhood children (possibly a District 428 and DeKalb Park District collaborative initiative).
8. An on-site management office to problem-solve, maintain order and security, and serve as a clearinghouse for information about local services, job training opportunities, and community events.
9. A small “cop-shop” (modest working office) cooperatively staffed by NIU Public Safety and DeKalb PD when the development is open to the public (hours TBD).
10. Adequate off-street parking space to accommodate day-round visitors.
11. On site storm water detention.
12. Seasonal outdoor gathering space.

The City is seeking sealed proposals for the purchase of the Parcel, either upfront or in phases. The approved development concept may envision development in phases across the three City parcels.

Respondents will be expected to provide the following:

- a) A sealed RFP, in an envelope marked “Acquisition of the City Property at the Northwest Corner of W. Hillcrest Drive and Blackhawk Road.”
- b) Submission of a proposal constituting acceptance of all terms of the solicitation, without exception. Proposals that reference exceptions to these terms may be rejected by the City.
- c) A statement of the proposed purpose for the property after acquisition. The proposed uses for the property – whether commercial, residential or non-profit – shall be specified. The proposed timeline for commencement and completion of construction activities for one or more phases should also be specified. The City reserves the right to include limitations or conditions in its resolution authorizing the sale of the property (if any), including rights of

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reversion or other sanctions should the successful proposer not complete the project or utilize the property as proposed in its submitted documents. The proposed use of the property following the sale shall be a material factor in the City's evaluation of the proposals that are received.

The RFP contains very specific language defining the Council's ultimate and final authority in making decisions regarding any proposals, as noted below:

The City reserves the right to reject any and all proposals, and to solicit additional proposals. The City reserves the right to review all proposals and determine which proposal is in the best interests of the City and the public based upon a combination of all available information regarding the proposal, including the proposed use of the property following acquisition, the timeline for improvement of the property, or any other relevant factors. The City may accept the highest price, the lowest price, or any other price in its sole and absolute discretion. All properly submitted proposals will be forwarded to the City Council by the City Manager at the next possible Council meeting. The City reserves the right to waive any proposal, to reject any or all proposals, or to contract directly with any party in its sole discretion. The City reserves the right to require strict conformity to these specifications, or to waive any irregularity, in its absolute and sole discretion. If the City is unsuccessful in reaching a contract agreement with the City Council's first choice, negotiations will cease, and the second-rated proposal will be invited to negotiate with the City.

All proposals must be accompanied by a certified check in an amount not less than 20% of the total proposal price. The certified check of the successful development interest(s) will be retained by the City and applied towards the purchase price. In the event that the successful proposer fails to close on the sale of the Property for any reason following the public opening of the proposals, the 20% deposit shall be forfeit to the City as liquidated damages to cover the City's costs of advertisement and its conduct of the RFP process. The certified check(s) of all unsuccessful bidders will be returned after the City Council selects the successful proposer.

The City will not provide any property tax proration on the property. Immediately following the closing, the termination of the existing property tax exemption will be sought.

Once Council approval is reached, it is anticipated that the successful development interest(s) will execute a contract with the City and will close on the real estate within 45 days of that approval. The closing shall occur at a title company selected by the City, within the County of DeKalb. The successful proposer shall be responsible for all costs of closing, including buyer's customary costs, seller's customary costs, all costs of recording, and all costs of title insurance (including the owner's policy). Title insurance shall be a requirement of the transaction, and shall be provided to the successful proposer, at proposer's own expense, based upon the usual and customary commercial transaction rate card for the title company selected by the City. All such costs shall be *in addition to the bidder's specified bid price*.

Once approved, the successful proposer will be required to execute a contract and acknowledge these terms in writing.

Finally, the proposal format has two parts. In “Part A: Narrative,” the proposer must define their interest in the City parcel and the community objectives that will be achieved by the acquisition and redevelopment. In “Part B: Price,” the offering price must be submitted, rounded to the nearest dollar.

City Council approval to proceed with the RFP is recommended. ([click here for additional information](#))

K. RESOLUTIONS

1. Resolution 2023-010 Approving of the Community Development Block Grant Annual Action Plan (One Year Use of Funds) for Program Year 30 (April 1, 2023, through March 31, 2024).

City Manager’s Summary: In the Public Hearing portion of this Agenda, the general components of the City’s Annual CDBG Action Plan for 2023-2024 were introduced for public review before a Council-directed submittal to HUD. The general categories of assistance are identified in the table below:

	2022 Carryover	New 2023 Funds	Total Funds	Notes
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2023 Public Services	\$0	\$60,000	\$60,000	HUD caps this amount at 15% of total grant.
2023 Owner Occupied Housing Rehab Program	\$60,000	\$20,000	\$80,000	Remaining funds from 2022 will be carried over to fund the program in 2023. Additional new funds in the amount of \$20,000 are added to assist low to moderate income households with lead service line replacements.
2022 Administration	\$0	\$80,000	\$80,000	HUD caps this amount at 20% of total grant.
TOTAL	\$472,833	\$400,000	\$872,833	

City Council approval is recommended. ([click here for additional information](#))

2. Resolution 2023-011 Authorizing Human Services Funding Agreements in the Amount of \$200,000 with Local Social Service Agencies Beginning January 1, 2023, through December 31, 2023.

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City Manager's Summary: This section deals with a different set of social service priorities funded by local tax dollars than the CDBG program. Identified as the "Human Services Program" since 1998, the City annually awards HSF grants from general tax revenues as a means of supporting local non-profit agencies that provide essential social services for the most vulnerable individuals and families in the DeKalb community. Grantees have traditionally been considered with respect to the following order of priorities:

1. Providers of services that help meet basic emergency needs, such as food, clothing, and shelter.
2. Providers of services that are preventative in nature and promote the highest degree of self- support, self-care, and self-help; and
3. Providers of services that seek to enhance the quality of life of persons whose basic needs are already met, with priority given to services that primarily benefit low- and moderate-income residents.

Targeted populations include, but are not limited to, individuals and families who are homeless or at risk of homelessness, individuals who have substance abuse or mental health conditions, victims of domestic and/or sexual violence, abused and neglected children, older adults, individuals with disabilities, at-risk children and youth, and households with low- to moderate-income.

In its first year (FY1998), HSF grants totaled \$184,000. The greatest total amount distributed in HSF grants occurred during the "Great Recession" of 2008-2009 when 13 agencies received a total of \$211,900 in each of those years. Since that time, the total amount distributed has been, on average, about \$150,000. In the City's FY2023 Budget, the total is increased to \$200,000.

The City utilizes a review and ranking system to evaluate the requests for funding. A scoring rubric that employs a numeric scale and standards is used. Several factors are considered including, but not limited to, the following:

- What targeted population will be served?
- How many DeKalb residents will be served?
- Does the agency have demonstrated experience providing services?
- Are the proposed services a duplication of another agency's services?
- Does the agency leverage financial support from sources other than the City?
- If the applicant is a past grant recipient, does the agency have a history of timely and accurate submission of quarterly reports?

Community Services Coordinator Jennifer Yochem has broken down all of the FY2023 funding recommendations as follows:

Agency	Program Description	FY2022	FY2023	
		Funding Provided	Funding Requested	Recommended Funding
Adventure Works of DeKalb County, Inc.	Adventure-based therapy for at-risk children/youth.	\$10,000	\$17,000	\$10,000
Barb City Manor	Rental subsidy payments for low-income residents while waiting for approval of Housing Choice Voucher housing subsidies.	\$2,000	\$3,600	\$3,600
Barb Food Mart	School-based food pantry serving students and families in DeKalb School District 428.	\$10,000	\$22,000	\$16,000
Court Appointed Special Advocates (CASA)	Training for advocates for abused/neglected children in the justice system.	\$5,000	\$5,000	\$5,000
DeKalb 4Cs	Program support for social work and nursing services in childcare settings.	\$19,000	\$19,000	\$19,000
DeKalb County Community Gardens	Fresh and healthy food access for food insecure and low-income populations.	\$5,500	\$6,500	\$6,500
Elder Care Services	Support for the Vulnerable Adults Program.	\$10,000	\$11,000	\$11,000
Family Service Agency of DeKalb County	Club 55 - Programs and activities for senior citizens.	\$10,000	\$15,000	\$13,000
Family Service Agency of DeKalb County	Youth programming.	\$25,000	\$25,000	\$20,000
Fox Valley Community Services	Funding to operate an Adult Day Care Center.	\$5,000	\$10,000	\$8,000
Hope Haven	Operations support for emergency food and shelter for homeless individuals and families with children.	\$7,000	\$9,000	\$9,000
Kishwaukee YMCA – Camp Power	Summer camp for at-risk children at University Village.	\$12,000	\$14,000	\$14,000
Nguzo Saba Men’s Club	Summer basketball and mentoring program.	\$5,500	\$6,000	\$6,000
Opportunity DeKalb		NEW	\$10,000	\$5,000
RAMP	Employment services for people with disabilities.	\$5,000	\$6,000	\$6,000
Safe Passage	Services for victims of domestic and sexual violence.	\$11,000	\$20,000	\$16,000
St. Vincent de Paul	Funding for the Neighbors in Need Program.	\$6,000	\$10,000	\$9,000
Voluntary Action Center	Funding for nutrition services for the elderly and people with disabilities through the Meals-On-Wheels Program.	\$20,000	\$22,000	\$20,000
Youth Pride Foundation	Youth program for sports, mentorship, and tutoring.	NEW	\$4,345	\$2,900
		TOTAL	\$235,445	\$200,000

City Council approval is recommended. ([click here for additional information](#))

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3. Resolution 2023-012 Amending the City of DeKalb Purchasing Manual by Adding a Procurement Card Policy.

City Manager's Summary: Finance Director Carrie Dittman has proposed some revisions in the City's procurement card policy, which was promulgated on August 10, 2015, when the City Council passed Resolution 2015-101, "Adopting a Purchasing Manual for the City of DeKalb." The purchasing manual provides a detailed overview of City purchasing, including policies concerning ethics, capital assets, obtaining competitive quotes, the bidding process, spending limits and authority, use of purchase orders, and related topics. A very brief mention is made on the use of City purchasing (credit) cards. Given the volume of transactions procured via credit card today, the number of departments and authorized users, and the risks associated with such transactions, the City Manager and Finance Director believe it would be in the City's best interest to create a comprehensive policy governing such transactions.

Included in the proposed policy is information regarding the issuance of cards; spending limits and restrictions; responsibilities of the authorized users and their Department Directors; the required documentation; payment procedures; and procedures governing fraud, loss, and terminated employees. In addition to credit cards, store or "house accounts" are also frequently utilized by City staff and the same rules apply to those transactions.

Also within the proposed policy are standardized forms that:

1. authorized users and their Department Directors will sign to acknowledge receipt and understanding of the policy and the rules governing the privileges of using a City credit card;
2. provide a written record to request new cards, changes in spending limits, or revocation; and
3. provide a written record of a purchase via credit card in the event the original receipt is lost.

City Council approval is recommended. ([click here for additional information](#))

4. Resolution 2023-013 Authorizing the Sale of Lots 8, 9 & 10 of Block 16 in the Original Town (Now City) of DeKalb to Pappas Development, LLC.

City Manager's Summary: At the City Council meeting of January 9, 2023, the Council voted 5-2 to direct the City Manager to prepare the necessary documents for the transfer of the City's ownership of the properties at 330 Grove Street and 217 S. Fourth Street to Pappas Development, LLC. The attached resolution and draft real estate contract would formalize the Council's commitment in advance of the real estate closing which should follow on or before February 15 or as otherwise agreed by the parties.

The Council's direction followed a public process to solicit proposals for the acquisition and redevelopment of the several city-owned lots at the southwest corner of Grove Street and S. Fourth Street. Two city-owned buildings (330 Grove Street and 217 S. Fourth Street) and adjacent parking areas are found on these lots. The City first directed the City Manager to explore market interest in the purchase of the two buildings in 2019 as part of a broader initiative to divest the City of idle or underutilized properties. In the case of the buildings at 330 Grove Street and 217 S. Fourth Street, the City was increasingly challenged to maintain the

properties, which had mechanical systems and roofing which demanded expensive, long-term repairs, and for which no rent or utility payments had been received for decades. No market offers were received after more than a year and the Council allowed the real estate listing with a local commercial broker to expire in 2020.

In May 2022, the Council asked the City Manager to notify the tenants at 330 Grove Street and 217 S. Fourth Street that “handshake” leases would expire at the end of calendar year 2022, at which time the Council would consider proposals for either (a) the commercial re-use or (b) the demolition and redevelopment of either or both properties in a manner consistent with the redevelopment underway in the downtown vicinity.

On November 28, a Request for Proposals (RFP) was circulated and the City received three responsible proposals by the deadline of December 28, 2022. The Council reviewed the three proposals on January 9 and voted to support the proposal submitted by Pappas Development. The principal of Pappas Development, John Pappas, proposes to purchase both properties for \$100,000 with no contingencies and no financial assistance from the City. His intention is to preserve the one-story building at 217 S. Fourth and to remodel it to meet contemporary expectations for up-to-date commercial or retail use, and according to all applicable codes and ordinances. This space could be leased to businesses or not-for-profit tenants.

Additionally, Mr. Pappas proposes to demolish the structure at 330 Grove and prepare the lot for a drive-through business (see attached concept plan) with additional parking for employees and walk-in guests. His goal is to attract a national brand serving the downtown and surrounding residential properties, as well as DeKalb visitors and shoppers. Mr. Pappas submitted a certified check in the amount of \$20,000 to meet the RFP retention requirement for a bid of \$100,000.

The Council judged the proposal from Mr. Pappas as more dynamic in terms of generating sales and use taxes and offering new retail services to an area now undergoing positive changes in terms of business use (e.g., Gehrke Construction), new housing (City Hall Suites), and restaurant services (Lincoln Inn). Additionally, the Council is aware that Mr. Pappas has dramatically demonstrated his capacity for transforming downtown sites as well as the successful renovation of existing properties.

City Council approval is recommended. ([click here for additional information](#))

5. Resolution 2023-014 Supporting Tax Increment Financing and Opposing SB2298.

City Manager’s Summary: The attached resolution was drafted by the Illinois Municipal League and circulated for review by its roughly 1,295 member cities, villages and towns. It is a general statement that tax increment financing can be an effective tool in community redevelopment. The IML was prompted by some recent discussion in the Illinois General Assembly that would revoke or seriously diminish the authority of its home rule members to address blight and support revitalization with TIF assistance, following the prudent and responsible participation of local taxing bodies in discussion through the local TIF joint review boards.

A TIF “primer” is attached. **City Council approval is recommended.** ([click here for additional information](#))

6. Resolution 2023-015 Authorizing the Purchase of Four Lucas-3 Chest Compression Systems from Stryker Medical for the DeKalb Fire Department in an Amount Not to Exceed \$71,566.12.

City Manager's Summary: The Lucas Compression System is a valuable piece of medical equipment for a patient suffering from a cardiac event. The Lucas Chest Compression System performs high quality chest compressions at 100 compressions per minute and is a hands-free system. This system allows our paramedics to perform other tasks that are necessary during resuscitation efforts such as starting intravenous treatment, administering medications, preparing for defibrillation, monitoring EKG readings, placing an advanced airway, etc.

Lucas Chest Compression Systems are proprietary, and Stryker Medical is the sole source provider. The FY2023 City Budget has set aside funds in the Ground Emergency Medical Transportation (GEMT) Fund for the purchase of four Lucas compression systems for its front-line ambulances. The Fire Department received a quote from Stryker Medical for four (4) Lucas-3 Compression Systems for a total of \$71,566.12 which is within the \$72,000 estimated for this purchase (#130-00-00-52900).

It should be noted that Stryker Medical has announced a price increase of seven percent (7%) on February 1, 2023. With the approval of this proposal, the City will be spared the increase.

City Council approval is recommended. [\(click here for additional information\)](#)

7. Resolution 2023-016 Authorizing the Purchase and Equipping of One 2023 Ford Transit Cargo Van for the DeKalb Police Department Based on the Illinois Central Management Services Contract Pricing in an Amount Not To Exceed \$58,490.

City Manager's Summary: Currently, the 2003 Chevrolet Cargo Van is the oldest vehicle in the Police Department fleet and is past its serviceable capacity. This vehicle serves as the Crime Scene Evidence vehicle for major cases and for crime scene evidence collection in general. The City currently has the opportunity to purchase a 2023 Ford Transit van at the 2022 state contract price.

The 21-year-old evidence van is rapidly failing. The side panels and undercarriage are rusting badly and are beyond economical repair. For the van's drive train, replacement parts are also no longer readily available.

Deputy Chief Jason Leverton has found a reasonably priced replacement vehicle from Morrow Brothers Ford of Greenfield, Illinois to match the 2022 Illinois Central Management Services price and the NWMC Suburban Purchasing Cooperative bid for one 2023 Ford Transit cargo van. Utilizing this purchasing cooperative will enable the City to purchase the vehicle in the most cost-effective manner. Based on the limited local mileage the van will experience, the vehicle will likely last 20 years just as the current one has.

By design, State Purchasing contracts through CMS and NWMC Suburban Purchasing Cooperative are negotiated annually. The benefits are offered to local governmental bodies throughout the State to secure competitive pricing for specific vehicles and equipment, thereby negating the need to pursue a lengthy bid solicitation process to accomplish the same results. This method of contract pricing meets or exceeds the State of Illinois public bidding requirements and complies with the City's Purchasing Manual. **City Council approval of this vehicle purchase is recommended.** [\(click here for additional information\)](#)

Assistive services, including hearing assistance devices, available upon request.

COVID-19 Notice: The corporate authorities of the City of DeKalb intend to conduct this meeting in-person with a physically present quorum that is open to the public and in compliance with all applicable public health requirements. Pursuant to current public health guidelines, persons attending this meeting are not required to wear protective face masks/coverings.

8. Resolution 2023-017 Authorizing Agreements for Aviation and Storage Tank Liability Insurance Coverage Effective January 1, 2023, through January 1, 2024, in the Amount of \$38,377.

City Manager's Summary: On December 12, 2022, the Council approved a one-year contract with local broker Crum-Halsted to provide an all-inclusive workers compensation and property/casualty insurance package. The Council unanimously approved the basic package (Resolution 2022-120) and was aware that several "riders" to that package subcontracted to third parties to provide Airport coverage and "pollution" coverage (e.g., for our fuel depot) would soon follow as they were finally negotiated. The attached resolution would approve the following riders negotiated by our broker, Crum-Halsted, in collaboration with Human Resource Director Michelle Anderson:

Coverage Period January 1, 2023 – January 1, 2024	
Coverage	Premium
Aviation Policy	\$29,500
Storage Tank Liability Policy	\$ 8,877
Total Annual Premium	\$38,377

City Council approval is recommended. ([click here for additional information](#))

L. ORDINANCES – SECOND READING

None.

M. ORDINANCES – FIRST READING

1. Ordinance 2023-009 Amending Chapter 3 "City Administration", Section 20 "Board of Fire and Police Commissioners", to Allow Board of Fire and Police Commission Members to Reside within One Mile of the City's Corporate Limits.

City Manager's Summary: This ordinance is intended to clarify or preempt potentially ambiguous provisions in State law that pertain to whether appointed members of the City's Board of Fire and Police Commissions (the "BFPC") must be qualified electors of the City. The proposed ordinance would amend the City's Municipal Code to expressly allow for the appointment of BFPC members who may not be qualified electors of the City, but who live within one mile of the City's corporate limits. Individuals who reside within one mile of the City's corporate limits regularly interact with, and receive services from, the City's Police and Fire Departments. They also may reside in territory which could be annexed into the City in the future. The attached ordinance would help welcome and integrate such individuals into our City government.

City Council approval is recommended. ([click here for additional information](#))

N. REPORTS AND COMMUNICATIONS

1. Council Member Reports.

2. City Manager Report.

O. EXECUTIVE SESSION

- 1. Approval to Hold an Executive Session in Order to Discuss the Purchase or Lease of Real Property as Provided for in 5 ILCS 120/2(c)(5).**

P. ADJOURNMENT

[REGULAR AGENDA PACKET – JANUARY 23, 2023](#)

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