



**DEKALB CITY COUNCIL AGENDA
REGULAR MEETING
FEBRUARY 10, 2025
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 before the start of the meeting by completing a Speaker Request form. All public comments will be limited to three (3) minutes per speaker. 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

1. [Appointing Dori De La Cruz and Reappointing Justin Carlson and Maurice McDavid to the Citizen Police Review Board, all for a Two-Year Term through December 31, 2026.](#)
2. Appointing DeKalb County Economic Development Corporation Executive Director Melissa Amedeo to the Airport Advisory Board for a Four-Year Term through December 31, 2028, as per Chapter 45 “Airport Advisory Board”, of the City of DeKalb Municipal Code.

G. CONSENT AGENDA

1. [Minutes of the Regular City Council Meeting of January 27, 2025.](#)
2. [Accounts Payable and Payroll through February 10, 2025, in the Amount of \\$3,037,886.87.](#)
3. [Investment and Bank Balance Summary through December 2024.](#)
4. [Year-to-Date Revenues and Expenditures through December 2024.](#)
5. [Crime Free Housing Bureau Report – January 2025.](#)
6. [Resolution 2025-017 Authorizing a Workers’ Compensation Lump Sum Petition and Order in the Amount of \\$62,376.25 \(Brian Rodriguez\).](#)

H. PUBLIC HEARINGS

None.

I. CONSIDERATIONS

1. Consideration of a Staff Proposal to Limit the Number of Retail Tobacco Stores.

City Manager's Summary: The City staff have been approached by a party interested in opening a new retail tobacco store on Sycamore Road. "Retail Tobacco Stores" are defined in Section 7.17 of the City's Unified Development Ordinance (UDO) as a business deriving more than 30 percent of its gross revenue from the sale of tobacco or nicotine products and accessories, and which dedicates more than 25 percent of its total floor area to the storage or sale of such items. Additionally, such stores require a special use permit and are only allowed in the Central Business District and Light Commercial and General Commercial zoning district. Further, they cannot be located within 200 feet of the boundary of any residentially zoned property, nursery school, pre-school, daycare center, academic building or residence hall of Northern Illinois University (NIU), or any primary, intermediate, or secondary school.

Presently, twenty-eight (28) DeKalb businesses hold generic tobacco licenses, and four (4) hold Retail Tobacco Store licenses. There were five (5) Retail Tobacco Stores in DeKalb until recently when the City staff was notified that Syrian Nights at 811 W. Lincoln Highway had closed. The generic licenses are held by convenience stores, taverns, grocery stores and other businesses, including one (1) local pharmacy, and typically sell tobacco behind a check-out counter. Their licenses are controlled by the provisions of Section 64.16 of the DeKalb Municipal Code. These provisions specifically address devices or supplies used for smoking, including e-cigarettes, pipe tobacco, snuff, and chewing tobacco.

On April 22, 2024, the Council considered the option of placing a limit on the number of "Retail Tobacco Stores" in the City of DeKalb. No vote was taken, but before the matter was laid on the table, four Council members indicated they would not support the expansion of "retail tobacco" licenses beyond those currently in good standing.

The City Manager recommends a limit of four (4) retail tobacco licenses (the current number of licensees), to be managed as the City does the number of video gaming licenses, which were limited by Council action several years ago. If the Council is agreeable, an action item can be brought before the Council at an upcoming meeting. A map of all licensed establishments is attached for Council review. ([click here to view map](#))

2. Consideration of a Staff Update on the Transit Center Project.

City Manager's Summary: In 2018, the City Council selected Stantec Architecture, a worldwide architectural consulting firm, to begin the process of searching for a transit facility site. In December of 2020, the Council was provided with locations for the transit facility: one toward the Barber Greene Road/Sycamore Road area, and another off Dresser Road, just east of Fire Station #3. The Dresser Road site was selected as the preferred site, due to the City's ownership of the associated property and its greater proximity to the bus system's core service area around the NIU campus. After further review, the Council directed City staff to move forward with a detailed review of the Dresser Road site to gather information on service needs as well as the roadway impacts.

The COVID pandemic paused planning for the facility until April 2021 because of constraints on public gathering but also owing to the focus of federal funding on pandemic relief. In the late Spring of 2021, the City's Transit staff were prepared to move forward with the design

phase of the project, but the Council expressed some reservations with the Dresser Road location so additional review was pursued by a Council-appointed committee created on January 10, 2022.

On a parallel but disconnected track, in December 2021, the Council received a revised report from Stantec regarding the total interior and exterior square footage that might be optimal for current service demands with the potential to expand the facility to meet service needs by 2045. Stantec's design was substantially beyond the City's essential space needs and projected funding. Their design included 139,000 square feet of indoor administration, operations, maintenance, utility, and fleet storage space (for 50 vehicles). The exterior portion of the site was to include 102,000 square feet of paved parking for employees and visitors along with training space for new and existing employees. Between the interior and exterior space allocations, the initial plan called for 241,275 square feet of built and paved space, not including interior roadways, landscaping, and stormwater management areas which, when included, brought the grand total to 482,550 square feet of space, or approximately 11 acres of land. This grand facility concept was estimated to cost double the projected federal funding for the project and required more buildable land area than was available.

The Transit Site Selection Committee created in January 2022 and chaired by Alderman Tracy Smith reviewed three site options including the City's Dresser Road site, a Barber Greene Road site, and a W. Lincoln Highway site. In October 2022, Council approved the Dresser Road site at the recommendation of the ad hoc committee.

On March 27, 2023, further negotiations involving the City Manager, City Engineer and Stantec staff led to a consensus to pursue a more modest facility and site plan that was realistically aligned with the estimated \$20-21 million that will be available from federal and state funding sources. The Council approved an enabling resolution (Resolution 2023-035) for Stantec Architecture to begin the design phase for a project with a total budget of \$20,781,471 including design. A 30% design submission was provided to the City's Transit staff in January 2024 based on an 11,800 square foot administration and operations building, a 17,800 square foot maintenance building, separate bus and chassis wash buildings, fueling facilities, and designated parking for 100 vehicles.

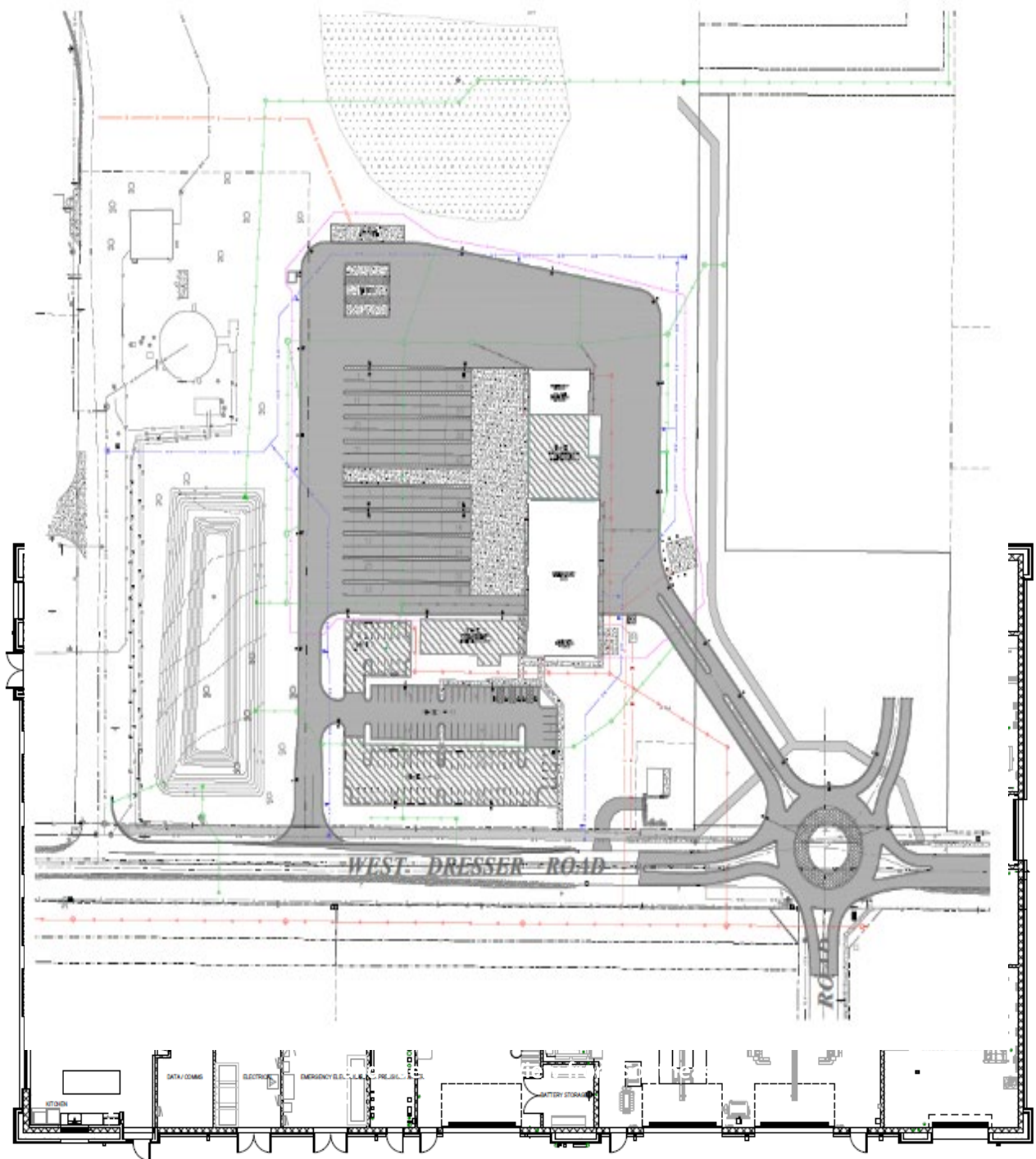
On December 15, 2024, Stantec submitted a 60% design report for the project. The revised plan combined the administration/operations portion with the maintenance area, reducing the combined facility space from 29,600 square feet to 18,200 square feet (reducing planned square footage by 39%), combining the bus washing stations into one facility, and decreasing the bus parking footprint by 25%. These reductions were needed in light of the inflated price of new construction over the past 18 months.

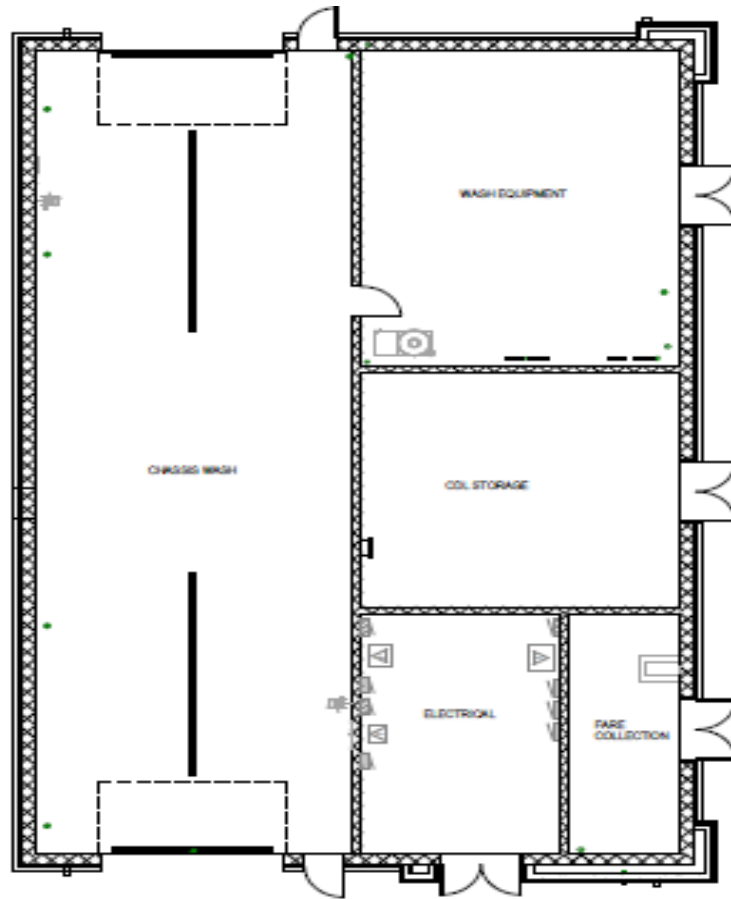
On December 6, 2024, the Transit staff entered a National Environmental Protection Act (NEPA) review with the Federal Transit Administration. A NEPA review is required when federal funds are applied to construction projects. Also, because this project is primarily funded by IDOT, staff must submit pre-bid documentation for IDOT concurrently before releasing a construction RFP.

At this time the Transit staff and City Engineer are working with Stantec to finalize the design and pre-construction bid package by April 2025. Pre-bid documents should be submitted to IDOT after completed designs are received from Stantec. IDOT review may take six months. Once approved by IDOT, the Transit staff will release a construction RFP (estimated to occur in the Fall of 2025).

The Transit staff anticipate beginning construction as soon as the weather permits in 2026. The selected site will require road improvements along Dresser Road, which will be bid and

implemented during the full site construction phase. Construction should be completed by early Fall, 2026.





**PRESENTATION FLOOR
PLAN - LEVEL 1 -
CHASSIS WASH**



Administration Entrance - View from South Side



J. RESOLUTIONS

1. Resolution 2025-018 Authorizing the Purchase of a 2024 F550 45-Foot Aerial Truck from Global Rental Company in an Amount Not to Exceed \$164,830 (Fund 420).

City Manager's Summary: The Lift-All aerial unit used by the Street Division for the last 19 years has encountered a rotation motor failure accompanied by hydraulic line failures. Lift-All was acquired in 2008, and replacement parts are scarce because they are no longer manufactured. The Street Division received a rough estimate to repair the aerial in the minimum range of \$15,000 - \$20,000 if replacement parts can be found.

As an alternative, the Street Division located an available F550 aerial truck with a 45-foot reach through Global Rental Company in late November of 2024. The unit was available for a monthly rent of \$2,900. Public Works Director Andy Raih has requested Council support to rent the unit until January 2026 when the City would have the option to purchase it. Presently, the Capital Equipment Replacement Fund (Fund 420) has a commitment of \$900,000 for four replacement dump trucks for Public Works but does not have sufficient funds to purchase the replacement lift truck outright, which would cost \$176,430. Global Rental has agreed to credit one-half of the annual rental cost of \$34,800 (\$17,400) against the purchase price in January 2026. The actual rental expense borne by the City in 2025 would be roughly equivalent to the estimated repair cost for the existing boom truck.

The Street Division has an FY2025 budget for rental equipment in the amount of \$2,500 (GL 100-30-33-65500). To cover the balance of the rental costs, the Division will reduce spending in its equipment line items to keep costs neutral (GL 100-30-33-86000).

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

2. Resolution 2025-019 Authorizing Professional Service Agreements with Badger Hydrovac for Daylighting and Engineering Enterprises (EEI) for Design Engineering as it Pertains to Daylighting Water Service Lines to Prepare an Inventory for the Lead Line Replacement Program in an Amount Not to Exceed \$50,000.

City Manager's Summary: Under the Illinois Lead Service Line Notification and Replacement Act, signed into law by Governor Pritzker on August 30, 2021, Illinois public water supplies are mandated to remove all lead service lines within their distribution system. This mandate poses a daunting task for many public water supplies and DeKalb is no exception. The complexities of this mandate are further complicated by the fact that the City of DeKalb owns the water service line only from the water main to the shut-off box (typically located near the sidewalk in the right-of-way). The remainder of the water service line, from the sidewalk to inside the home, is owned and maintained by the property owner. The mandate, however, requires public water supplies to replace the lead service in its entirety, including both the public and private portion.

The first step in removing all lead service lines within the distribution system is identifying the location of where those lead service lines exist. Over the past several years, Water Division personnel have spent many hours inventorying the service line material for all 10,716 water service lines located in the City. The table below summarizes the "outliers" in the Water Service Line Material Inventory including "Unknowns" and "GIPs" (Galvanized Iron Pipe) for the City of DeKalb.

Service Line Material	Totals
Unknowns	33
GIP	138
Total Amount	171

All the “Unknown” or “GIP” need to be identified. Under the Illinois Environmental Protection Agency (IEPA) mandate, all community service lines must be “daylighted”, which means excavating shafts down to undetermined types of piping with two points of verification. If located, “Unknown” or “Galvanized Service Lines” (GIP) are treated in the same manner as a lead line and must be replaced in their entirety without verification.

It is in the City’s best interest to “pothole” the remaining 138 services identified as GIP and the 33 Unknown. This will help to verify if a lead service line exists, or has ever existed, at those properties. If found to be lead, those service lines will also need to be replaced.

It should be noted that the overall scope of work will consist of field investigations and managing and updating the inventory database for locations where water services may be lead. Engineering Enterprises, Inc. (EEI) and Badger Hydrovac will provide engineering services and hydro-excavating to help identify service line material on the public and private side of the b-box in an amount not to exceed \$50,000 dollars. A cost breakdown of expenditures follows:

Engineering Enterprises, Inc. – Not to Exceed \$5,000
Badger Hydrovac – Not to Exceed \$45,000

Additionally, this project will help secure the \$3.1 million dollars of IEPA **principal loan forgiveness** monies the City is seeking (see Ordinance 2025-008 below) and help replace the remaining lead service lines within the City. Engineering fees, related to daylighting, are an eligible expense under the principal loan forgiveness program.

If Council approves the engineering services and hydro-excavating, work will begin as temperatures warm in the spring of 2025 and will only take a few weeks to accomplish. This work will help secure the principal loan forgiveness funds of \$3.1 million dollars before work begins in late June. The source of funding for the engineering and hydro-excavating services is Line Item 600-00-00-62300 (Engineering Services). The FY2025 Water Fund Budget includes \$330,000 under this line item for this purpose.

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

3. Resolution 2025-020 Authorizing a Development Agreement with 206 E. Lincoln, LLC for the Redevelopment of 206 E. Lincoln Highway (PIN 08-23-163-001).

City Manager’s Summary: Resolution 2025-020 and Resolution 2025-021 identify two different but important downtown redevelopment projects. Both agreements reference specific life safety improvements that are essential before the respective commercial spaces can be restored to active use as desired by the building owners. The life-safety improvements at the heart of both proposals center on the installation of required fire sprinkler systems and related connections to central fire alarm systems. The sprinkler requirements for the proposed “Assembly” (A-2) uses (restaurant/bar/tavern/nightclub) are defined in Chapter 3 and Sections 903 and 907 of the 2021 International Building Code which was adopted by the Council on December 9, 2024. Additionally, the proposed A-2 occupancies in both buildings have residential apartments above, setting up a higher risk in terms of fire protection for the residential occupancies. Finally, the two TIF funding proposals are considered essential by the applicants if the now-vacant commercial spaces are to be restored to successful gathering places for food, drink and entertainment, given the locally adopted sprinkling requirements.

Background

Resolution 2025-020 concerns most of the commercial space once occupied by the Eduardo's Restaurant at 206 E. Lincoln Highway. A previous Council authorized a **\$216,800** TIF forgivable loan for the TIF-eligible expenditures associated with the rehabilitation of the second floor of this building on **February 24, 2020**, after several months of public discussion. That loan was to be amortized primarily from increased property taxes associated with the four second floor apartments, but sales tax proceeds were also expected once the former restaurant space was re-occupied. Based on consultation with the DeKalb Township Assessor at the time, it was determined that the EAV of the building after the full build-out of the four apartments would increase by about \$45,000 to \$50,000 per unit or, conservatively, about \$180,000. Based on City-wide aggregate tax returns at the time, it was estimated that over a term of 10 years, property taxes and potential sales taxes from a re-occupied first floor restaurant would more than cover the loan amortization. In March of 2020 the government-imposed constraints on restaurant service owing to the COVID pandemic stopped any effective marketing of the first floor space for several years.

Further, since the February 2020 agreement was approved, the aggregate City property rate has decreased every year. Additionally, because the lower level of the building at 206 E. Lincoln Highway has been vacant, the entire building has been underassessed since the City TIF agreement was approved. The "what if" as to the fair market value and full assessment upon final buildout of the first and second floors is impossible to precisely determine at this time. Nevertheless, using the Council's logic from early 2020 with respect to a total assessment value on full build-out, the estimated pay-back timing is fairly accurate, as shown in the table below:

Year	Rate	Multiplier	New EAV x Multiplier	Taxes
2019	11.73464		180000*	\$ 21,122.35
2020	11.49927	1.0409	187362	\$ 21,545.26
2021	11.06394	1.0162	190397	\$ 21,065.44
2022	10.11155	1.0662	203002	\$ 20,526.60
2023	9.41278	1.0953	222348	\$ 20,929.09
2024	8.1018	1.1469	255010	\$ 20,660.44
				\$ 125,849.19

*2020 estimate

No sales tax revenues are included in the table above. Even if the aggregate property tax rate level flattens in the next year or so, the pace of re-payment of the forgivable loan based on property taxes alone will re-amortize the initial TIF loan within the 10-year term. It should be noted in this context that City policy prohibits further application for TIF assistance within five years of the original TIF approval. The Balli forgivable loan has been running for almost exactly five full calendar years.

The Present TIF Application

The applicant is Tim Cottingim on behalf of the Balli ownership group. Mr. Cottingim owns and operates the Iniga Pizzeria Napoletana, an Italian-style restaurant in Ottawa, Illinois. A copy of the menu is attached. The restaurant features a full bar (similar to the bar layout in the former Eduardo's space) and an open-hearth pizza oven. As noted in the introductory comments for this Agenda item, the restaurant sprinkler requirement is especially pertinent given the open-hearth specialty.

Mr. Cottingim estimates the overall cost of the reinvigoration of the first-floor commercial space at 206 E. Lincon Highway will reach about \$168,000. Estimates for the installation of a new automatic sprinkler system including the extension of a new fire service line into the basement from S. Second Street and the installation of an automatic fire alarm system total \$98,000. Other improvements such as plumbing, electrical, carpentry, painting, floor repairs, ceiling repairs, signage, etc. total \$70,000, for an overall cost of \$168,000 (excluding items such as tables, chairs, appliances and other “personal” goods, which are not TIF-eligible). Estimates are attached for the Council’s review.

Mr. Cottingim has requested a TIF forgivable loan in the amount of \$98,000 to be amortized by sales tax revenues over a term of 10 years. The permitted occupancy load for the proposed Iniga Restaurant will be approximately 200 persons. Average daily customers at the proposed location in downtown DeKalb can only be roughly estimated, but the following variables are considered:

- Average bill of \$25;
- 305 working days a year (which subtracts one day a week plus some holidays);
- 200 customers per day, Thursday, Friday and Saturday; 100 customers per day the other three days a week (for an average of 150 over 6-day weeks);
- Gross sales are multiplied by 4.75% (1% MROT, 1.75% home rule and 2% restaurant bar tax);
- Estimated annual sales: \$1,143,750
- Estimated annual tax revenue: \$54,328
- Estimated tax revenue over ten years: \$543,280

In the interest of transparency, the TIF #3 intergovernmental agreement obliges the City to review “major” TIF initiatives in excess of the \$25,000 “Architectural Improvement Program” (AIP) grants with the TIF #3 Joint Review Board (JRB) at least 14 calendar days prior to final Council action. A background report was shared with the JRB members on Wednesday, February 5, after reliable contractor estimates were compiled. **Pending a JRB consensus in support of the TIF application described in detail above, the City Manager recommends a Council consensus in support of the proposed \$98,000 forgivable TIF loan with a term of 10 years.** This matter will be brought back to the Council on February 24 for a vote. ([click here for additional information](#))

4. Resolution 2025-021 Authorizing a Development Agreement with Long Family Management, LLC for the Redevelopment of 323 E. Lincoln Highway and 333 E. Lincoln Highway (PIN 08-23-160-021 and PIN 08-23-160-022).

City Manager’s Summary: Another major private redevelopment project in the central downtown area is the focus of the attached Resolution. Long Family Management, LLC controls the properties at 323 and 333 E. Lincoln Highway, formerly known as “McCabes.” The familiar structure at 323 E. Lincoln Highway is over 125 years old and has a remarkable architectural appearance that echoes the Second Empire style with arched third-floor windows and a second story balcony. The second floor has continuously housed five apartments for the past 50 years, the third floor once featured a ballroom, and the first floor was a favorite tavern and bar for generations of young and old until it was closed in the late 1990s. The two-story structure at 333 E. Lincoln Highway has two second floor apartments and a vacant first

floor. All of the second floor apartments are currently leased and no substantial remodeling is intended for these residential uses at present.

The Long family is interested in reviving commercial uses in both buildings. The cavernous space on the first floor of 323 E. Lincoln Highway extends through existing fire doors into the first floor vacant space at 333 E. Lincoln Highway. The conjoined first floor spaces of 323 and 333 E. Lincoln Highway afford an opportunity for a grand entertainment venue. Aside from bringing the plumbing, heating and electrical up to more current standards, the intended "Assembly" uses on the first floors of both buildings and the third floor of 323 E. Lincoln Highway fall within building code parameters that require a new automatic sprinkler system as well as an automatic (versus manual hand-pull) alarm system.

Based on estimates shared with City staff, the overall upgrade of 323 and 333 E. Lincoln Highway might reach \$1.1 million in cost. The cost to re-open an entertainment venue on the third floor of 323 E. Lincoln Highway is alone estimated to be about \$633,070, not including fees, insurance, etc. (see attached owner's budget).

From the standpoint of the TIF guidelines for major project assistance, the sprinkler and alarm improvements for both buildings will drive new EAV, as opposed to general electrical, mechanical and plumbing upgrades. In working with the Township Assessor, about 75% of the overall sprinkler and related life-safety costs could be translated into new EAV, because "but for" these improvements the reinvigoration of commercial values on the first floors of both buildings, as well as the third floor of 323 E. Lincoln, would not be possible.

The current combined assessment of 323 and 333 E. Lincoln Highway is \$440,797 (based on a \$1,322,391 market value). Overall sprinkler and fire alarm improvements in 323 and 333 E. Lincoln Highway are estimated to cost \$314,465 as follows:

First Floor Sprinkler: \$89,193

Third Floor Sprinkler and Automatic Alarm System on First and Third Floors: \$225,272.

A TIF forgivable loan of \$200,000 would cover approximately 64% of the estimated sprinkler and alarm costs and would contribute directly to the estimated growth in the equalized assessed valuation of 323 and 333 E. Lincoln Highway.

City Council approval of a \$200,000 forgivable TIF loan for a term of 10 years is recommended. As with the proposed TIF project at 206 E. Lincoln Highway (see Resolution 2025-020, above), the City is obliged to review "major" TIF initiatives in excess of the \$25,000 "Architectural Improvement Program" (AIP) grants with the TIF #3 Joint Review Board (JRB) at least 14 calendar days prior to final Council action. A background report was shared with the JRB members on February 5. Pending a JRB consensus in support of the TIF application described in detail above, a favorable City Council consensus is requested. This matter will be brought back to the Council on February 24 for a vote. ([click here for additional information](#))

K. ORDINANCES – SECOND READING

None.

L. ORDINANCES – FIRST READING

- 1. Ordinance 2025-005 Amending Chapter 51 "Traffic", Schedule B "Through Streets, Stop Intersections, and Yield Intersections", to Establish Stop Conditions for Magnolia Street and Walnut Street.**

City Manager's Summary: As City Engineer Zac Gill writes in his background memorandum, the Knolls subdivision has many circuitous streets that ultimately intersect with the main collector street, Knolls Avenue. Near the southern end of the subdivision two of these side streets, Magnolia Street and Walnut Street, come together at an intersection with Knolls Street West. Residents have requested a stop sign for these side streets to attempt to slow traffic down.

Speed control is not generally an appropriate warrant for stop sign installation. In fact, in the opinion of the City Engineer, none of the standard warrants of the Illinois Manual on Uniform Traffic Control Devices (MUTCD) are met at this location. The proposed stop signs would not likely impact the desired outcomes for the intersection based on any of the applicable warrants. Many minor streets on short blocks throughout DeKalb have no traffic control devices, because the Illinois Rules of the Road apply as well. This is to say that drivers should routinely yield to motorists approaching from the right and should always operate with caution. However, operational considerations have recently led to traffic control devices upstream at Knolls Street and Knolls Avenue to calm traffic. The aerial view below shows the intersections in question:



Despite the lack of substantial warrants, the fact that motorists continue to defy the natural “yield” condition at this intersection opens the door to the stop signs desired by the neighbors.

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

- 2. Ordinance 2025-006 Amending Chapter 51 “Traffic”, Schedule S “School Speed Limit 20 MPH on School Days When Children are Present”, to Establish a School Zone along McCormick Drive as it Approaches Jefferson Elementary.**

City Manager's Summary: A best practice to enhance the safety of students walking to school, as well as parents dropping off and picking up their children, is to legally restrict the speed that vehicles are allowed to travel in proximity to an active school. The attached Ordinance would create an enforceable school zone in the vicinity of Jefferson Elementary School to heighten driver awareness during vulnerable time frames. The proposed zone will stretch along McCormick Drive from its intersection at N. First Street to its western limits at the driveway into Jefferson Elementary.

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

3. Ordinance 2025-007 Revoking a Special Use Permit for a Vehicle Tow Facility and Storage Yard at 407 Industrial Drive (J&S Towing and Recovery).

City Manager's Summary: On June 27, 2022, the City Council approved Ordinance 2022-029 granting a special use permit for a vehicle tow facility and storage yard at 407 Industrial Drive. J&S Towing & Recovery petitioned for the special use permit because it intended to use the property as an overflow storage lot for towed vehicles. A copy of the special use ordinance is enclosed.

Due to changed circumstances, the property owner does not intend to use the property as an overflow storage lot for towed vehicles. Instead, the property owner intends to continue to use the property solely for employee parking, which is a permitted use under the City's Unified Development Ordinance (the "UDO"). On November 27, 2024, the property owner requested that the City Council revoke the special use permit (see attached letter).

The City Council has the legal authority to revoke the special use pursuant to Section 14.03.06 of the UDO. On September 11, 2023, the City Council approved a similar ordinance to revoke a special use permit for the co-location of cell antennas at 1500 S. Seventh Street pursuant to the property owner's written request.

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

4. Ordinance 2025-008 Authorizing the Borrowing of Funds from the Public Water Supply Loan Program through the Illinois Environmental Protection Agency (IEPA) in an Amount Not to Exceed \$3,100,000.

City Manager's Summary: As noted earlier in this Agenda, the IEPA offers **principal loan forgiveness** to help Illinois municipalities finance lead service line replacements. The Public Works staff have been working with Engineering Enterprises (EEI) to complete and submit all required loan application documentation. There are two primary tasks: (a) preparation of the IEPA loan application and (b) developing the Request for Bid documents so that the project can be opened for bid. The process requires strict adherence to scheduled timelines as determined by the IEPA. In order to receive the principal loan forgiveness funds, work must begin by June 30, 2025.

As part of the application process, the IEPA requires that an ordinance be approved by Council and submitted to the IEPA with the loan application. The ordinance is needed to formally confirm that the Council supports the project and is willing to take on the loan. The ordinance gives the Mayor authority to sign the agreement for the loan offer, but does not require it, so the City is not obligated to the loan with the approval of the ordinance. Council would still need to approve the project bids in order for any loan to move forward. Should Council reject the bids, the City would not be obligated to the project or the terms of the loan agreement. Nevertheless, the City's federal obligation to remove lead service lines cannot be

forgiven and, in the event of a bid rejection, the City would be responsible for re-bidding whether or not better prices are the result.

It is in the best interest of the City to submit all loan application requirements and engineering design as soon as possible to secure the lucrative loan offer and ensure the City can qualify to have 100% of the loan principal forgiven. This would allow time for advertising bids for construction in the middle of February, receiving bids by April (a 45-day bidding period is required by IEPA), and being in a position to receive the loan and start the work before the end of June.

To ensure DeKalb adheres to all the requirements and does not jeopardize the opportunity of receiving the \$3.1 million principal loan forgiveness, the Water Division is requesting authorization to proceed with approval of the attached ordinance to borrow funds from the Public Water Supply Loan Program (PWSLP) through the IEPA in an amount not to exceed \$3,100,000. (Exhibit A). The work will include preparation and coordination of the required IEPA loan application forms as well as preparation of project bid documents.

If the loan is approved, the loan amount will include construction and engineering costs. It should be noted that engineering fees related to lead service line replacements are an eligible expense that can be applied to the \$3.1 million principal loan forgiveness funds received through the IEPA.

The source of funding for this project is anticipated in the Water Capital Fund (620-00-00-33200) State Grants - IEPA up to \$3,100,000.

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

M. REPORTS AND COMMUNICATIONS

- 1. Council Member Reports.**
- 2. City Manager Report.**

N. EXECUTIVE SESSION

None.

O. ADJOURNMENT

[FEBRUARY 10, 2025](#)
[REGULAR AGENDA PACKET](#)