



**DEKALB CITY COUNCIL AGENDA
REGULAR MEETING
MARCH 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

1. [DeKalb Police Department 2024 Annual Report.](#)
2. [Proclamation: National Transit Employee Appreciation Day – March 18, 2025.](#)

E. PUBLIC PARTICIPATION

F. APPOINTMENTS

None.

G. CONSENT AGENDA

1. [Minutes of the Regular City Council Meeting of February 24, 2025.](#)
2. [Accounts Payable and Payroll through March 10, 2025, in the Amount of \\$3,043,786.25.](#)
3. [Investment and Bank Balance Summary through January 2025.](#)
4. [Year-to-Date Revenues and Expenditures through January 2025.](#)
5. [Crime Free Housing Bureau Report – February 2025.](#)

H. PUBLIC HEARINGS

None.

I. CONSIDERATIONS

None.

J. RESOLUTIONS

1. Resolution 2025-025 Authorizing the Purchase of Two Ford F250 Pickups Through Morrow Brothers Ford in an Amount Not to Exceed \$137,399 for Use in the Public Works Water Division (Fund 620).

City Manager's Summary: The FY2025 City budget includes an allocation (\$140,000) for two replacement pickup trucks in the Water Division of the Public Works Department. Specifically, the monies are allocated in the Water Capital Fund (620-00-00-87000). The two 2015 Water Division pickups replaced by the proposed purchase will be handed over to the Street Division, which will retire a 2006 and 2008 F250 pickup and use the "new" older pickups for parking lot plowing and minor maintenance tasks.

The Public Works Department has found a commitment from Morrow Brothers Ford of Greenfield, Illinois (see attached Exhibits A & B) to provide the vehicles at state purchasing prices totaling \$137,399.

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

2. Resolution 2025-026 Authorizing the Purchase of Genesis eForce Battery Operated Extrication Equipment from Equipment Management Company in an Amount Not to Exceed \$54,320 Using Ground Emergency Medical Transportation (GEMT) Funding (Fund 1340).

City Manager's Summary: The attached resolution authorizes the purchase of a variety of emergency extrication equipment to outfit the new Rosenbauer King Cobra tower truck that should be received at mid-year. The equipment includes a spreader, cutter, and two telescopic rams manufactured by Genesis eForce. The Fire Department currently has three sets of the Genesis extrication equipment, which are more powerful, more efficient to use, and require less storage space on the City's fire apparatus.

The quote provided by Equipment Management Company (EMC) for the Genesis eForce battery-powered extrication equipment was the only quote that met the department's specifications. The equipment is expected to be shipped in three months.

The Genesis eForce extrication equipment will be funded by the FY2025 Ground Emergency Medical Transport (GEMT) Fund (130-00-00-87000).

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

3. Resolution 2025-027 Authorizing Payments to Municipal Emergency Services for Three Self-Contained Breathing Apparatus Units in an Amount Not to Exceed \$26,100 Using Ground Emergency Medical Transportation Funding (Fund 130).

City Manager's Summary: As Fire Chief Mike Thomas writes in the attached memorandum, one of the most critical elements for a firefighter's protection is the air contained in their self-contained breathing apparatus (SCBA) cylinder. In 2020, the Fire Department was awarded a FEMA-sponsored Assistance to Firefighters Grant to assist in the purchase of a "bottle filler station" and SCBA ensembles. At that time, the Fire Department created an SCBA committee, which recommended high-pressure Scott Brand units. In 2023, the Fire

Department received and put into service the Scott Brand Units on all Fire Department apparatus.

Scott Brand offers a high-pressure unit for longer duration and additional capacity for egress from a hostile environment. Municipal Emergency Services (MES) is the sole provider of Scott Brand SCBA in this region.

The three self-contained breathing apparatus units provided by MES in an amount not-to-exceed \$26,100 will be used to put the new Rosenbauer King Cobra Tower Truck in service.

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

The picture below shows the new Rosenbauer truck in its current state of construction:



4. Resolution 2025-028 Authorizing the SFY2026 Downstate Operating Assistance Agreement Between the City of DeKalb and the Illinois Department of Transportation.

City Manager's Summary: The City of DeKalb is designated as the grant recipient of all federal and state grants in support of public transit in the DeKalb urbanized area. The City has participated in the Downstate Operating Agreement Program (DOAP) since July 1, 2005. The City currently contracts with Transdev Services Inc. to provide transit services within the DeKalb urbanized area.

The attached resolution designates the Transit Manager as executor for the grant agreement and required documentation. The most common types of documentation are requisitions and monthly reports. Designating the Transit Manager to execute the application and other required documentation follows normal City protocol when dealing with state and federal transit funding.

The funds provided under the DOAP agreement provide reimbursement for transit operating costs for the City of DeKalb's Public Transit program, which includes services in DeKalb, Sycamore, Cortland, Northern Illinois University (NIU), and access to the Elburn Metra Station.

The SFY2026 funding amount of \$8,293,300 represents a 20% funding increase over DOAP allocations in previous years. The Transit staff have negotiated this increase with the Illinois Department of Transportation to address expanded transit services.

With the \$8,293,300 allocated to DeKalb for the reimbursement of operating expenses to provide transit service in the DeKalb urbanized area, the City Manager recommends allocating the SFY2026 DOAP grant funds in the following proportion:

Organization	Total Allocation	2026 DOAP Allocation Amount	DOAP Allocation Percentage	2026 Local Match Amount	Sources of Local Match
City of DeKalb	\$2,152,321	\$1,848,653	22%	\$303,668	Transit Fares, FTA Grant & NIU Funding
Purchased Services (Transdev)	\$10,741,078	\$6,444,647	78%	\$4,296,431	FTA Grant, NIU Funding
TOTAL	\$12,893,399	\$8,293,300	100%	\$4,600,099	

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

5. Resolution 2025-029 Authorizing the Transit Manager to Act as the Authorized Official to Submit Grants and Sign Certifications and Assurances on Behalf of the City of DeKalb for the Federal Transit Administration 5307 Transit Grant.

City Manager's Summary: The approval of this resolution authorizes the Transit Manager to act as primary signatory for Federal Transit Administration (FTA) grant activities in Calendar Year 2025. The primary items that the Transit Manager may be called upon to execute with the FTA on behalf of the City include:

- The Submission of Grants
- Grant Agreements
- Annual FTA Certification and Assurances
- Authorization of Payment Requests

The resolution also designates the City Attorney as the City's Legal Counsel for purposes of FTA grant activities.

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

K. ORDINANCES – SECOND READING

None.

L. ORDINANCES – FIRST READING

1. Ordinance 2025-011 Publishing the Official Zoning Map of the City of DeKalb.

City Manager's Summary: The Illinois Municipal Code (65 ILCS 5/11-13-19) requires municipal authorities to annually publish an Official Zoning Map. The attached map reflects the changes that were reviewed and approved by the Planning and Zoning Commission and City Council throughout the course of 2024. This is also the time that any map errors that may have been identified would be corrected.

The Official Zoning Map includes the 2024 changes outlined below. Special use permits are now added to the Interactive Zoning Map, which is available on the City's website.

Case Name	Ord #	Action
Mohammad Majid 830-834 W. Lincoln Hwy.	2024-006	Approving a special use permit for a retail tobacco store.
The Curtis Rental Group - DeKalb Tool Rental 1371 S. Fourth St.	2024-022	Approving a special use permit for the rental of trucks and trailers.
A.H. Auto Repair 1104-1124 S. Fourth St.	2024-027	Rezoning from GC to PD-C to accommodate a vehicle service and repair facility, allow the existing single-family home at 1124 S. 4 th St. to remain, and re-establish the non-conforming single-family home at 1110 S. Fourth St.
Steven Goldin NE Corner of Peace Rd. and E. Gurler Rd.	2024-035	Amending Ordinance 2023-038 to accommodate a data center.
The Wreck Room - Miles Mapes 901 Lucinda Ave., Unit G	2024-037	Approving a special use permit for an amusement establishment.
2100 Pleasant Street SE Corner of Pleasant St. and Peace Rd.	2024-045	Rezoning from HI to GC.
NIU Center for Greek Life - NIU Real Estate Fndn. NW Corner of W. Hillcrest Dr. & Blackhawk Rd.	2024-048	Rezoning from LC to PD-C to accommodate the NIU Center for Greek Life.
Mohr Acquisitions LLC NE Corner of Peace Rd. & Fairview Dr.	2024-052	Rezoning to PD-I to accommodate logistics, manufacturing, packaging, distribution and warehouse uses.
PSE Huber IL Solar LLC SW Corner of IL Route 38 & John Huber Pkwy.	2024-058	Rezoning to PD-I to accommodate a solar farm.
Legend Restoration 1015 Market St.	2024-066	Approving a special use permit for a four-unit apartment building.
MasTec for AT&T Mobility 1500 S. Seventh St.	2025-001	Approving a special use permit for antennas and associated communication equipment.
Cirilo Mendez 2050 E. Lincoln Hwy.	2025-004	Approving a special use permit for automobile sales.
J&S Towing 407 Industrial Dr.	2025-007	Revoke special use permit for a vehicle tow facility and storage yard.

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

2. Ordinance 2025-012 Amending Chapter 23 “Unified Development Ordinance”, Article 3 “Definitions”, Article 7.04 “Accessory Uses, Buildings and Structures”, and Article 12.07 “Supplemental Off-Street Parking and Loading Regulations”, as it Pertains to Text Amendments for Electric Vehicle Charging Stations.

City Manager’s Summary: As City Planning Director Dan Olson writes in his background memorandum, in June 2024 the City Council adopted an updated Sustainability Plan and joined the Metropolitan Mayors’ Caucus to align with the Greenest Region Compact as part of the City’s commitment to creating a more sustainable community that is working to reduce carbon emissions and address climate change. Facilitating the adoption of electric vehicles furthers many goals across the Plan. Specifically, the Energy section includes a goal to “reduce green-house emissions,” and notes, “More of these (EV charging) stations in clusters and conveniently spread throughout the community will encourage drivers to consider electric-powered vehicles or hybrid vehicles.”

To help achieve these goals, the City has joined the EV (Electric Vehicle) Readiness Program of the Metropolitan Mayor’s Caucus, funded by ComEd. The aim of the program is to help municipalities eliminate barriers to the adoption of electric vehicles. To successfully complete the program, participants must earn one of three levels of recognition: bronze, silver or gold. To achieve bronze recognition, the City will need to approve two text amendments to the Unified Development Ordinance (UDO). Currently, the UDO does not reference electric vehicles or their chargers.

The proposed amendments will help the City achieve bronze-level recognition through the EV Readiness program. The proposed amendments will allow EV charging stations as an accessory use in all zoning districts in the UDO. In addition, the amendments will also allow EV charging stations to be counted as satisfying minimum parking space requirements.

A summary of the changes are noted below.

- **Article 3 – Definitions**
Definitions were added for Electric Vehicles, Electric Vehicle Supply Equipment, Electric Vehicle Charging Station and Electric Vehicle Charging Infrastructure. The definitions came from the Metropolitan Mayors Caucus EV Readiness Program.
- **Article 7.04 – Accessory Uses, Buildings and Structures**
The proposed amendment would allow EV charging stations as an accessory use in all zoning districts in the UDO. The amendment will facilitate the installation of chargers by making it easy to understand where chargers are allowed in the City.
- **Article 12.07 – Supplemental Off-Street Parking and Loading Regulations**
An amendment is proposed that would allow EV charging stations to be counted as satisfying minimum parking space requirements. This amendment will reduce the cost of installing chargers by eliminating the need to construct additional spaces (without chargers) to meet parking minimums.

The Planning and Zoning Commission held a public hearing regarding the text amendments at their meeting on March 3, 2025. By a vote of 4 to 0 (Commissioners Wright and McMahon were absent) the Commission recommended City Council approval of text amendments to the UDO regarding EV Charging Stations as described above.

City Council approval of the Planning and Zoning Commission recommendation is requested. [\(click here for additional information\)](#)

3. Ordinance 2025-013 Amending Chapter 64 “Smoking Regulations”, Section 64.16 “Tobacco/Smoking Sales, Use and Licensing”, Subsection f) “Retail Tobacco Store License”, as it Pertains to Limiting the Number of Retail Tobacco Stores in the City of DeKalb to Four (4).

City Manager’s Summary: At the regular City Council meeting of February 10, the Council considered a staff proposal to limit the number of “Retail Tobacco Stores” in the City of DeKalb. “Retail Tobacco Stores” are defined in Section 7.17 of the City’s UDO as a business deriving more than 30 percent of its gross revenue from the sale of tobacco or nicotine products and accessories, and 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 districts. 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 NIU, or any primary, intermediate, or secondary school.

Presently, 28 DeKalb businesses hold generic tobacco licenses, and four hold Retail Tobacco Store licenses. There were five 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 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.

At the Council meeting of February 10, a consensus of the Council was in favor of placing a limit on the number of “Retail Tobacco Stores” in the City of DeKalb. The City Manager recommends a limit of **four** 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.

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

4. Ordinance 2025-014 Amending Chapter 50 “Citizens’ Environmental Commission” by Renaming Section 50.07 “P.R.I.D.E. Awards” to “DeKalb STARR (Sustainability Through Action, Resiliency, and Responsibility) Award.

City Manager’s Summary: The attached ordinance would rename the “P.R.I.D.E. Award” (People Responsible for Improving the DeKalb Environment) to the DeKalb “STARR Award” (Sustainability Through Action, Resiliency and Responsibility). This is part of a reimagining of the recognition to encourage local sustainability initiatives as recommended in the City’s 2024 Sustainability Plan.

The Sustainability Plan adopted by the City Council last year encourages community members to work to improve the sustainability of the local environment. Specifically, a goal of the “Sustainable Community” section of the Plan is to “Encourage residents and businesses to contribute their time and resources to sustain the community.” One way this is done is through the Citizens’ Environmental Commission’s (CEC’s) annual award recognizing local projects that improve the environment with the hope of inspiring others to do the same. With the adoption of the new Sustainability Plan, the CEC felt it was the right time to reinvigorate the award and recommended the new name, DeKalb STARR, to draw new attention to the recognition.

Along with the renaming, the CEC has developed a new nomination form and scoring matrix that align with the goals of the Sustainability Plan. As such, community members have been encouraged to nominate individuals, businesses, and organizations for their impact in one or more of five focus areas in the Sustainability Plan. These areas are ecological impact, community engagement and education, environmental leadership and advocacy, innovation and green technology, and economic contribution to the green economy.

Nominations were accepted beginning in January with winners selected by the CEC. The first DeKalb STARR Awards will be presented at DeCarbon DeKalb's second annual Earth Fest on April 5.

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

MARCH 10, 2025
REGULAR AGENDA PACKET