



**DEKALB CITY COUNCIL AGENDA
REGULAR MEETING
MARCH 24, 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

None.

G. CONSENT AGENDA

1. [Minutes of the Regular City Council Meeting of March 10, 2025.](#)
2. [Accounts Payable and Payroll through March 24, 2025, in the Amount of \\$3,432,512.27.](#)
3. [Freedom of Information Act \(FOIA\) Report – February 2025.](#)

H. PUBLIC HEARINGS

None.

I. CONSIDERATIONS

None.

J. RESOLUTIONS

1. **Resolution 2025-030 Authorizing an Agreement for Construction Engineering Services with Fehr Graham for the 2025 General Street Maintenance Program in an Amount Not to Exceed \$252,000.**

City Manager's Summary: As City Engineer Zac Gill writes in his background memorandum, the City employs private engineering consulting services to perform construction observation and contract management for the annual street maintenance program. Typically, fees for such work are approximately 6% of the construction costs plus testing fees, according to state Motor Fuel Tax parameters.

The City's "list" of prequalified engineering consulting firms is a short one and is reviewed every three years or so based on availability, price, and past performance. Fehr-Graham is one of those listed prequalified firms and has previously performed well with respect to the City's annual street maintenance program. The attached resolution would authorize a contract with Fehr Graham for the construction inspection and contract management associated with the 2025 street maintenance program, which has been funded with \$4.5 million in the City's FY2025 Budget. The not-to-exceed contract price of \$252,000 constitutes 5.6% of the overall street maintenance allocation.

The street maintenance bid recommendation will come before the Council at the regular Council meeting of April 14.

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

2. **Resolution 2025-031 Authorizing the Award of a Construction Services Contract to Landmark Contractors, Inc. in the Amount of \$206,050.25 for Reconstruction of the Pavement through the Annie Glidden Road Underpass.**

City Manager's Summary: The Council will recall that in late July 2024 a contract was awarded to Alliance Contractors at the not-to-exceed price of \$313,000 for reconstruction of the northbound pavement underneath the Union Pacific (UP) railroad trestle at Annie Glidden Road (Resolution 2024-083). The very successful concrete paving project was completed on time and before the return of NIU students in late August. The construction engineering on this project was performed by the City Engineer.

The concrete paving on the southbound portion of Annie Glidden Road as it passes underneath the UP trestle has been let for bid. The lowest responsible bidder is Landmark Contractors, Inc., which submitted a bid of \$206,050.25.

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

3. **Resolution 2025-032 Accepting the Qualification Based Selection of Fehr Graham to Perform Construction Engineering Services for the Intersection Reconstruction Project Impacting Lucinda Avenue and Normal Road and Authorizing the City Manager to Provide Approvals on All Standard Department of Transportation Selection Documents.**

City Manager's Summary: Another large reconstruction project planned for the summer of 2025 is the installation of a roundabout at the intersection of Lucinda Avenue and Normal Road. Given the mobilization of project managers by Fehr-Graham in DeKalb in 2025 for the annual street maintenance program, their high level of performance in working on such asphalt paving projects, and the greater efficiency for City staff in working with one rather than

multiple consulting firms on street maintenance during what promises to be an unusually busy schedule with little room for delay, the City Engineer has recommended the qualification-based selection of Fehr Graham for the construction inspection and project management of the Lucinda Road reconfiguration and paving.

The pricing of these services is the focus of the next resolution on this agenda. Following the guidelines of the federal Surface Transportation Urban grant program which is assuming 80% of the cost of the Lucinda project, the approval of the qualification-based selection is required before the contract award.

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

4. Resolution 2025-033 Authorizing an Agreement with Fehr Graham to Perform Construction Engineering Services for the Intersection Reconstruction Project Impacting Lucinda Avenue and Normal Road in the Amount of \$198,000 and Appropriating \$39,600 of Local Funds.

City Manager's Summary: As City Engineer Zac Gill references in his background memorandum, the federal Surface Transportation Urban grant program is funding 80% of the engineering and construction services for the Lucinda/Normal roundabout project. The total project cost is \$1,820,000, of which the City will owe \$364,000. The Fehr Graham engineering proposal is \$198,000, which is 11% of the construction price. The City's 20% share of the engineering cost comes to \$39,600.

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

5. Resolution 2025-034 Authorizing the Waiver of Competitive Bidding and Approving the Purchase of Structural Firefighting Gear from Air One Equipment, Inc. in the Amount of \$151,595.00 Plus Shipping Costs.

City Manager's Summary: The National Fire Protection Association (NFPA) standards require fire turnout gear to be replaced every 10 years to reduce contamination from the carcinogens that accumulate in the fire-resistant fabric over time. Thirty-five (35) sets of turnout gear for current firefighters have expired or will expire soon. Additionally, 10 sets are needed for newly hired firefighters. As a result, the Fire Department needs to purchase 45 sets of fire turnout gear. Air One Equipment Inc. is the sole provider of the Globe brand that has proven to be superior in durability and price in recent years. This purchase does not include helmets, gloves, hoods or boots. The bids are for the structural fire coat and pants only.

Due to continued supply line delays for these unique commodities, the gear sets will carry delivery fees that are also not part of the quote. In recent years, shipping has cost around \$15.00 per set. This cost will be borne by the Department's budget. Overall, \$145,000.00 of the structural firefighting gear will be funded from the FY2025 Ground Emergency Medical Transportation Fund (Fund 130-00-00-61500) and the remaining \$6,595.00 will be funded by the Fire Department operations budget.

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

- 6. Approval in Omnibus Form of [Resolution 2025-035](#) Authorizing a Special Event Agreement with DeKalb Corn Fest, Inc. for the 2025 Corn Fest; [Resolution 2025-036](#) Approving a Non-Profit Special Event Liquor License for the 2025 Corn Fest; and [Resolution 2025-037](#) Approving the Regulation of Traffic on Illinois Route 38 (Lincoln Highway) for the 2025 Corn Fest.**

City Manager's Summary: Three resolutions (attached) approve a special event agreement, liquor license, and traffic regulations for the 2025 Corn Fest, similar to those approved by the Council for many years. These resolutions are combined in omnibus style

The agreement permits DeKalb Corn Fest, Inc. to conduct their event in the Central Business District and obtain a street closure permit on Lincoln Highway. The agreement also defines hours of operation, insurance coverage, etc.

The liquor license authorizes the Corn Fest committee to sell alcoholic beverages within prescribed areas during the festival. Approving the liquor license now allows the DeKalb Corn Fest board to apply for the required State of Illinois liquor license for the event.

The resolution regarding traffic regulation is required in seeking permission from the Illinois Department of Transportation (IDOT) to close Illinois Route 38 between First Street and Fourth Street beginning Thursday, August 21 at 3:00 p.m. and continuing through Sunday, August 24 at 10:00 p.m. to afford protected downtown space for the annual Corn Fest celebration.

City Council approval of these three resolutions in omnibus fashion is recommended.

K. ORDINANCES – SECOND READING

None.

L. ORDINANCES – FIRST READING

None.

M. REPORTS AND COMMUNICATIONS

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

N. EXECUTIVE SESSION

None.

O. ADJOURNMENT

MARCH 24, 2025
REGULAR AGENDA PACKET