



**DEKALB CITY COUNCIL AGENDA  
REGULAR MEETING  
JUNE 28, 2021  
6:00 P.M.**

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

COVID-19 Notice: This meeting will be conducted in-person with a physically present quorum and open to the public. The corporate authorities of the City of DeKalb intend to conduct this meeting in compliance with all applicable social distancing and public health requirements. All persons attending this meeting in-person who are not vaccinated should wear protective face masks/coverings. Furthermore, the corporate authorities of the City of DeKalb intend to conduct this meeting pursuant to Illinois Governor JB Pritzker's Executive Order 2021-12 dated June 11, 2021 (the "Executive Order"), unless the City of DeKalb determines that it is necessary to invoke the Governmental Functions exemption "to ensure the operation of government agencies or to provide for or support the health, safety and welfare of the public."

As a convenience to the public, the City of DeKalb may also provide video, audio, telephonic or internet access for the public to monitor this meeting. The provision of any such remote means of access is not intended to provide for attendance by a means other than physical presence due to the COVID-19 public health emergency, nor is it intended to provide an opportunity for the public to address public officials, make public comment or otherwise participate in the meeting.

Persons wishing to provide public comment or otherwise address public officials in person during this meeting must comply with all applicable rules governing the conduct of this meeting including, but not limited to, the aforementioned social distancing and face covering guidelines.

The City of DeKalb is providing the following conveniences for the public to monitor and participate in this meeting:

- Persons wishing to view the meeting from home or elsewhere can tune in to Channel 14 or by following the link provided [here](#).
- Persons wishing to provide public comment but are unable to attend the meeting in person or remotely may forward their comments by clicking on the link provided [here](#). Note that all submissions must be received no later than 12:00 p.m. on the day of the meeting in order to ensure dissemination to the City Council before the meeting convenes.

**Zoom Meeting Information**

Join Zoom Meeting: <https://us02web.zoom.us/j/84148055610?pwd=WjY4amJJQmkreGNpQ3dOZkZxV3JYZz09>

Meeting ID: 841 4805 5610

Passcode: 308905

One Tap Mobile: +13126266799,,84148055610#,,,,\*308905# US (Chicago)

- For those participating via Zoom and wishing to comment during the public participation portion of the meeting, or prior to Council's discussion of a particular item, please click on the link provided [here](#) and add in the Comment Section that you wish to address Council verbally. Note that all submissions must be received no later than 12:00 p.m. on the day of the meeting in order to ensure your name is added to the list of remote speakers.

**A. CALL TO ORDER AND ROLL CALL**

**B. PLEDGE OF ALLEGIANCE**

**C. APPROVAL OF THE AGENDA**

**D. PUBLIC PARTICIPATION**

**E. PRESENTATIONS**

1. [Proclamation: LGBTQIA+ Pride Month – June 2021.](#)
2. [Proclamation: Stage Coach Players Week, June 27 – July 4, 2021.](#)

**F. APPOINTMENTS**

None.

**G. CONSENT AGENDA**

1. [Minutes of the Regular City Council Meeting of June 14, 2021.](#)
2. [Accounts Payable and Payroll through June 28, 2021, in the Amount of \\$2,134,568.25.](#)
3. [Investment and Bank Balance Summary through April 2021.](#)
4. [Year-to-Date Revenues and Expenditures through April 2021.](#)
5. [Freedom of Information Act \(FOIA\) Report – May 2021.](#)
6. **Authorization of Northern Illinois University Masters of Public Administration (MPA) Internship Annual Agreement.** This agreement continues the long-standing partnership by which Northern Illinois University and the City of DeKalb collaborate to give young graduate students some experience in city administration. [\*\(click here for additional information\)\*](#)

**H. PUBLIC HEARINGS**

None.

**I. CONSIDERATIONS**

1. **Comprehensive Annual Financial Report (CAFR) Presentation.**

City Manager's Summary: The Comprehensive Annual Financial Report (CAFR); 2020 TIF Report; 2020 Downstate Operating Assistance Certification and Independent Auditor's Reports (Transit); and the 2020 Auditor's Communication to the City Council and management will be presented by Brian LeFevre who led the Sikich auditing team's independent audit in recent months. Copies of each of these documents are

attached. The auditors have reported a clean audit with no deficiencies in internal control that were considered material weaknesses.

The City's 2020 fiscal year was like no other. Extraordinary political constraints on economic activity imposed by Illinois Governor Pritzker to combat the COVID-19 pandemic led to a severe business recession in 2020. In anticipation of significant general revenue shortfalls, the City Manager proposed a number of significant General Fund expenditure cuts in a Committee of the Whole meeting on May 11, 2020, which represented a unique consensus among the City's various collective bargaining units and employee groups. The City Council adopted these cuts in regular session on May 26, 2020 (Ordinance 2020-033). The table below charts some of the fiscal measures that were taken:

GENERAL FUND	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Budget (Rev.)	FY2020 Actual	FY2021 Budget
<b>Beg. Fund Balance</b>	\$9,229,121	\$9,073,799	\$7,402,857	10,524,704	\$10,524,704	\$12,286,411
<b>Revenue Categories</b>						
Property Taxes	\$5,523,532	\$5,869,058	\$5,897,168	\$6,269,649	\$6,178,386	\$6,522,456
Sales & Use Taxes	\$15,238,720	\$15,475,476	\$15,944,998	\$15,764,982	\$14,504,006	\$13,511,686
Gross Receipts Taxes	\$3,643,995	\$3,721,204	\$3,601,811	\$3,611,000	\$3,375,859	\$3,507,592
Intergovernmental	\$4,805,948	\$5,054,131	\$5,591,020	\$5,475,534	\$7,424,155	\$5,723,513
Licenses & Permits	\$875,518	\$731,200	\$960,699	\$868,500	\$997,277	\$872,133
Service Charges	\$2,212,674	\$2,599,455	\$3,834,754	\$3,341,500	\$3,119,087	\$3,763,507
Fines	\$608,515	\$699,309	\$629,943	\$688,500	\$422,112	\$506,393
Other Income	\$1,218,294	\$1,215,128	\$1,637,132	\$1,439,592	\$1,235,589	\$1,054,481
Transfers In	\$1,588,852	\$652,386	\$605,604	\$1,308,000	\$1,295,038	\$778,000
<b>Total Revenues</b>	\$35,716,048	\$36,017,347	\$38,703,129	\$38,767,257	\$38,589,510	\$36,239,761

\*Includes \$1.816 million in federal Cares Act Funding

Despite revenue shortfalls (actual vs. budget) of \$442,948 (-22.7%) in restaurant/bar taxes, \$140,910 (-47%) in hotel/motel tax revenues, \$480,174 (-8.7%) in state sales tax revenues, and \$721,045 (-11%) in home rule sales tax revenues in 2020, the City received offsetting revenues of **\$1.816,369 million in Cares Act funding** ("state grants") and an increase of \$524,101 (+36.3%) in local use taxes which reflect online purchases. Additionally, the \$104,304 (+2.2%) increase in state-shared income tax proceeds (reflecting 2019 incomes) provided a welcome bump in general operating revenues.

It should be noted that spending reductions managed by the City's department heads were very significant in yielding a balanced, year-end budget. Actual FY2020 year-end spending was \$36,827,803 or \$156,681 (-0.004) below the amended FY2020 Expenditure Budget of \$36,984,483 and \$1,310,013 below the approved budget of January 1, 2020. As a result, **the General Fund balance on December 31, 2020 was \$12,286,410 or 33.36% of the revised annual expenditures, including transfers. This is \$1,762,844 higher than the actual FY19 fiscal-year end balance of \$10,524,704 (29.08% of actual expenditures).**

The table below spreads the City's recent fiscal year expenditures and fund balances:

GENERAL FUND	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 BUDGET (Rev)	FY2020 ACTUAL	FY2021 BUDGET
<b>Expenditures</b>						
Personnel	\$28,106,454	\$29,766,715	\$29,219,048	\$29,823,624	\$30,566,531	\$29,195,223
Commodities	\$841,632	\$888,567	\$928,541	\$1,021,186	\$774,146	657,006
Contractual Services	\$4,642,360	\$4,290,540	\$4,059,014	\$4,384,966	\$3,635,519	\$3,819,988
Equipment	\$234,774	\$80,649	\$72,256	\$40,000	\$19,922	\$22,000
Transfers Out	\$2,046,150	\$2,661,818	\$1,913,583	\$1,714,707	\$1,831,685	\$1,859,305
<b>Total Expenditures</b>	<b>\$35,871,370</b>	<b>\$37,688,289</b>	<b>\$36,192,442</b>	<b>\$36,984,483</b>	<b>\$36,827,803</b>	<b>\$35,553,522</b>
Rev-Exp	-\$155,322	-\$1,670,942	\$2,510,687	\$1,782,774	\$1,761,707	\$686,239
Prior Period Adjustment	\$0	\$0	\$611,160	\$0	\$0	\$0
<b>Ending Fund Balance</b>	<b>\$9,073,799</b>	<b>\$7,402,857</b>	<b>\$10,524,704</b>	<b>\$12,307,478</b>	<b>\$12,286,410</b>	<b>\$12,972,650</b>
<b>vs Reserve Policy (25%)</b>	<b>25.30%</b>	<b>19.64%</b>	<b>29.08%</b>	<b>33.28%</b>	<b>33.36%</b>	<b>36.49%</b>

**In connection with the Sikich report, it is recommended that the Council approve Ordinance 2021-019 on second reading (see below) and approve Resolution 2021-047, below. ([click here for additional information](#))**

**2. Report on the American Rescue Plan as it Pertains to the City of DeKalb.**

City Manager's Summary: On March 11, 2021, the American Rescue Plan (ARP) was signed into law and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, which together make up the Coronavirus State and Local Fiscal Recovery Funds (SLFRF). This federal program is intended to provide support to state, territorial, local, and tribal governments in responding to the economic and public health impacts of COVID-19, and also – prospectively – to mitigate negative economic circumstances that were exacerbated by the COVID-19 pandemic.

Since the enactment of the ARP, the US Department of the Treasury has identified potential allocations to constituent governments and has published a series of expectations and best practices for such governments to follow as they consider programs that might be funded by this federal program.

The City of DeKalb is potentially eligible for **\$10,422,954**. On May 19, the City received a US Treasury transfer of \$5,211,477. After consultation with the City's auditors (Sikich, LLC), the money was placed in escrow and a new Fund 110 was established in the City's financial software to provide the shell for tracking future revenues and expenditures under the ARP program.

**For what purposes can these federal funds be spent?**

The City of DeKalb is classified as a “metropolitan city” with an expanded list of potential uses. These uses include, but are not limited to, the following general categories:

a) **Revenue Loss.** The American Rescue Plan recognizes that the response to the COVID-19 public health emergency evolved in 2020 and will continue to change. Several successive interim rules issued by the Treasury have determined that funds may be used for payroll and covered benefits for public safety, including police, firefighter/paramedics, and public works employees.

▪ **Entity-Wide:** Recipients are to calculate reimbursable revenue losses on an “entity-wide” basis, rather than relying on financial reporting which may vary in methodology from recipient to recipient. Specifically, the formula allows for a “growth adjustment” that posits what might have been the 2020 revenue growth if the pandemic had not occurred (4.1% times the base year 2019 general revenue), then subtracts the actual 2020 general revenues from that growth adjustment. The table below illustrates this calculation:

GL CATEGORY	Actual 2019	2020 = 4.1 % Growth Factor Applied	Actual 2020
<b>Fund 100 - GENERAL FUND</b>			
PROPERTY TAXES	\$5,897,168	\$6,138,952	\$6,178,386
SALES & USE TAXES	\$15,944,997	\$16,598,742	\$14,504,006
GROSS RECEIPTS TAXES	\$3,601,811	\$3,749,485	\$3,375,859
OTHER INCOME	\$1,183,881	\$1,232,420	\$709,936
LICENSES & PERMITS	\$960,698	\$1,000,087	\$997,277
INTERGOVERNMENTAL REVENUES	\$5,516,509	\$5,742,686	\$5,549,153
SERVICE CHARGES	\$3,834,754	\$3,991,979	\$3,119,088
FINES	\$629,943	\$655,771	\$422,112
TOTAL GENERAL FUND REVENUES	\$37,569,761	\$39,110,121	\$34,855,817
<b>Excludes \$1.816 Million from IL CURE ACT</b>			
	2020 Growth Factor Minus 2020 Actual:	\$	4,254,304

▪ **March 3, 2021, through May 31, 2021.** Excluding public health and safety costs already reimbursed through the 2020 IL CURE Act and the entity-wide expenses charted above, the estimated qualified expenditures should be forward-looking for costs incurred after March 3, 2021. For the first reporting period, the City will request a draw for the period March 3, 2021 through May 31, 2021. These costs are outlined in the table that follows:

a) Fire Department	\$1,526,290
b) Police Department	
Sworn Officers	\$15,845
Telecommunicators	\$244,566
c) Public Works Department	\$50,584
Total:	<b>\$1,837,285</b>

**Total “entity-wide” and 2021 eligible costs: \$6,091,589**

The allocations for revenue loss cannot be dumped into the City’s General Fund reserve or “rainy day” fund. The federal monies can be used to fund the Fire, Police and Public Works positions that were frozen in May 2020 and remained frozen in the FY2021 General Fund Budget. **The City Manager will bring the Council some proposed FY2021 Budget amendments to put these monies to work in our general operations.**

b) **Investments in Water, Sewer, Roads, and Broadband.** These investments should promote equitable outcomes to historically underserved, marginalized, or adversely affected groups. This would include relocation assistance for persons and businesses located in Hunter Hillcrest as a part of the property’s redevelopment. This assistance must be “evidence-based” which in this instance means the following:

- The program is offered in a physical location within a Qualified Census Tract (QCT);
- The primary intended beneficiaries earn less than 60 percent of the median income for the relevant jurisdiction. The forthcoming Census information will help identify such criteria.
- Over 25% of the intended beneficiaries are below the federal poverty line as defined by the US Department of Housing and Urban Development (HUD).
- The proposed programming addresses health disparities, education disparities, and builds stronger neighborhoods.

**A particular emphasis of the American Recovery Plan is projects to replace lead service lines. This expense, if part of a matching 50/50 program created by the City, might reach \$3.5 million. Another potential target is the repair of streets and sidewalks in our qualified census tracts. For such repairs, a provisional tally might include \$1.5 million in contracted expenses. Finally, there is more to do in assuring broadband access for underserved neighborhoods.** The AGN project is nearly complete, but several other qualified census tracts might be considered for broadband upgrades not provided by private cable companies that tie system improvements to the ratepayers’ ability to pay.

**Total estimated eligible costs: \$5,500,000**

c) **Transfer of Funds to Non-Entitlement Units (NEUs):** The ARP also allows metropolitan cities (DeKalb) to allocate funds to “Non-Entitlement Units” (NEUs) including smaller single-purpose taxing bodies which experienced significant revenue losses owing to the COVID-19 pandemic and were not eligible for direct 2020 Cares Act reimbursements. The Kishwaukee Water Reclamation District (KWRD) has documented losses associated with a particular impact, namely, the loss of revenues associated with services to NIU in 2020. The losses are portrayed in the following chart:

	at \$3.36/unit
NIU--Units Billed 2019	\$678,599
NIU--Units Billed 2020	\$436,955
Difference from 2019	<b>\$241,644</b>
% Difference from 2019	-35.61%

**Total estimated cost: \$241,644.**

**How is the City required to account for its expenditures under the ARP and In what time period must all ARP allocations be spent?**

The very provisional total of costs detailed above total \$11,833,233 which exceeds the current DeKalb allocation, so further staff-level review and research is needed. Nevertheless, the City of DeKalb must complete an initial, one-time interim report to the US Treasury by August 31, 2021. The interim report will cover activity through June 30, 2021. Following this interim report, the City will be required to submit quarterly reports (within 30 days of the close of each quarter) and a separate annual report from the initial award through December 31,2027.

The City will also likely be required to annually submit a Single Audit prepared by an independent auditor as it currently does for the Community Development Block Grant program. Federal guidance on this point is evolving.

Subject to Council direction, the city administration plans to include any and all ARP quarterly reports on Council consent agendas and will include more detailed annual ARP reports on regular Council agendas. Additionally, the intention is for the Council to review and approve any and all ARP programmatic initiatives in regular meetings going forward.

**3. Commemoration of the Juneteenth National Holiday in DeKalb.**

City Manager's Summary: On June 17, 2021, President Biden signed the Juneteenth National Independence Day Act into law. The Act makes June 19 – Juneteenth – a federal holiday and commemorates the day (June 19, 1865) when Union General Gordon Granger and a contingent of about 2,000 Union troops brought news of emancipation to one of the deepest parts of the former Confederacy in Galveston, Texas.

After approval in the Senate in April 1864, the House of Representatives had finally voted in favor of the Thirteenth Amendment to the US Constitution on January 31, 1865 and proposed the amendment to the states on February 1, 1865. However, at the close of general hostilities in April 1865 the requisite three-fourths of the states had not ratified the enactment to enshrine it in the Constitution. This was not accomplished until January 15, 1866, when Georgia became the 27<sup>th</sup> state out of the then-total 36 states of the Union to ratify. Major General Granger, appointed by General Grant as the commander of the Headquarters District of Texas, was determined to bring greater urgency regarding the news of liberation to people in his district. On June 19, 1865, he issued General Order No. 3 which informed the people of Texas that all slaves were free, meaning “an absolute equality of personal rights and rights of property between former masters and slaves.”

For his bold action, General Granger was ridiculed and ostracized by many in Texas and was relieved of his command on August 6, 1865. In succeeding years, the political, social, and economic reaction to emancipation took many other forms in Texas and throughout the country. Notwithstanding further Congressional action to ensure personal and property rights for freed slaves in the later 1860s (the Civil Rights Act of 1866, the Southern Homestead Act of 1867, and the Fourteenth and Fifteenth Amendments), freed slaves were driven into a sharecropping system that economically deprived them of control over their property, and state restrictions on voting and other rights protected in federal law prevented redress of these wrongs. The rise of Jim Crow laws – upheld by the US Supreme Court in 1896 and maintained legally until the Brown v. Board of Education case was settled in May 1954 – ensured separate and substandard conditions for black citizens in education, health care, employment, and all facets of American life. Even after the Brown ruling, many states and citizens had to be dragged kicking and screaming into an acknowledgement that General Granger’s order was finally the law of the land.

As evidenced by the current national conversation focusing on continuing obstacles to racial equity and social justice, and to build hope out of community engagement and action, the local marking of the Juneteenth holiday without institutional reservations is overdue. By embracing Juneteenth as a holiday when we might honor and commemorate those who have struggled for greater equity and mutual respect, we move toward the culture of belonging that was General Granger’s aspiration 156 years ago.

Accordingly, the City Manager will bring the Council action steps for the full recognition of Juneteenth in the City of DeKalb as a paid holiday for celebration and reflection over what unites us, and how we can collectively promote racial understanding and healing.

**J. ORDINANCES – SECOND READING**

**1. Ordinance 2021-019 Amending the FY2020 City Budget to Conform to Audited Findings.**

City Manager’s Summary: The City Council considered this ordinance on first reading only at the regular meeting of June 14, 2021, with no objections. The ordinance reconciles line items that were over budget for authorized reasons. Approval of these amendments is necessary before the Council can approve Resolution 2021-047 (see below) which officially receives and files the FY2020 Comprehensive Annual Financial Report (CAFR) that is presented above.

<b>FY2020 Budget Amendments</b>			
<b>Fund 224: Special Service Area #4</b>			
Line Item	FY2020 Budget	Proposed Revision	Difference
224-00-00-61100	4,000.00	7,000.00	3,000.00
Total Expenditures:			3,000.00

<b>Fund 260: TIF #1 Fund</b>			
Line Item	FY2020 Budget	Proposed Revision	Difference
260-00-00-62100	10,247.00	85,247.00	75,000.00
260-00-00-83900	132,912.00	98,870.79	(34,041.21)
260-00-00-91265	0.00	37,646.00	37,646.00
Total Expenditures:			78,604.79
<b>Fund 300: General Debt Service</b>			
Line Item	FY2020 Budget	Proposed Revision	Difference
300-00-00-38800	0.00	1,900,000.00	1,897,867.41
300-00-00-39100	1,662,007.00	1,778,984.76	116,977.76
Total Revenues:			2,014,845.17
300-00-00-76000	371,532.00	397,833.95	26,301.91
300-00-00-79850	0.00	76,011.24	76,011.24
300-00-00-79800	0.00	1,795,554.26	1,795,554.26
Total Expenditures:			1,897,867.41
<b>Fund 420: Capital Equipment Replacement Fund</b>			
Line Item	FY2020 Budget	Proposed Revision	Difference
420-00-00-38700	0.00	414,385.61	414,385.61
Total Revenues:			414,385.61
420-00-00-79000	28,550.00	29,905.00	1,355.00
420-00-00-79100	3,848.00	2,492.86	(1,355.14)
420-00-00-87000	123,739.00	478,316.23	354,577.23
Total Expenditures:			354,577.09
<b>Fund 700: Workers Compensation &amp; Liability Fund</b>			
Line Item	FY2020 Budget	Proposed Revision	Difference
700-00-00-69150	400,000.00	505,818.79	105,818.79
Total Expenditures:			105,818.79

Explanation:

- Fund 224: Special Service Area #4. To address poor maintenance by a landscaper formerly under contract in 2019, the City had to re-build the landscaping in a number of cul-de-sacs. Fortunately, the SSA fund had a substantial fund reserve and was able to cover these one-time expenses.
- Fund 260: TIF #1 Fund. The principal difference of \$75,000 was for one-half of the Ernst & Young fees for the TIF forensic audit which were booked in 2020. Additionally, the \$37,646 was paid to the Treasurer of Illinois for the local share of the 2019 Lighting/NAVAIDS project at the Airport, billed over a year after its completion. It is not unusual for the final settlement of Airport projects to occur a year or more after the fact, owing to the very extended process of state and federal reviews and approvals.

- **Fund 300: General Debt Service.** The revision covers the difference (\$116,977.76) between the actual General Fund transfer of \$1,778,984.76 vs. the \$1,662,007 budgeted. This was covered by the General Fund reserve.
- **Fund 420: Capital Equipment Replacement Fund.** FY2020 was the first year of lease payments. New GASB accounting standards require us to “book” the full value of the leased vehicles in the first year, offset by a one-time posting of their asset value under “Revenues.” Hence, the large numbers.
- **Fund 700: Workers Compensation & Liability Fund.** This fund experienced a greater than anticipated number of comp claims owing to the COVID crisis. Officers and firefighters, in particular, were continually exposed in the performance of their duties and under state guidance they were eligible for comp payments for COVID treatments.

Across the revised City FY2020 Budget of 28 funds totaling over \$101 million, the necessary revisions in the tables above total a reduction of \$10,637.30.

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

## K. RESOLUTIONS

1. **Resolution 2021-047 Receiving and Filing the FY2020 Comprehensive Annual Financial Report (CAFR), Audit Report and Management Letter.**

City Manager's Summary: By approving the attached resolution, the Council agrees to receive and file the City's annual independent audit for FY2020 as prepared by the Sikich auditing team, described in detail above and in attached documents. The appropriate documents will be filed with the Illinois Comptroller and the Government Finance Officers Association (GFOA).

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

2. **Resolution 2021-048 Authorizing the Waiver of Competitive Bidding and Payment to Foster & Foster, Inc. in the Amount of \$20,467 for Fiscal Year 2020 Actuarial Services.**

City Manager's Summary: The City annually contracts with an independent actuarial service to prepare certain documents and reports related to the City's Fire and Police Pension Funds, as well as the City's Retiree Health Insurance Plan. The City's Fire and Police Pension Funds reimburse the City an equal share of their respective actuary costs.

In 2016, the City entered an agreement for actuarial services with Foster & Foster, Inc. At the time, the costs associated with that agreement fell within the City Manager's spending authority. However, the cost for Fiscal Year 2020 actuarial services exceeds \$20,000. In order to conform to the City's Purchasing Policy which authorizes the City Manager to execute agreements with a cost not-to-exceed \$20,000.00, this expenditure must now be brought before the City Council for consideration and approval.

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

**3. Resolution 2021-049 Authorizing a Law Enforcement Embedded Social Worker Agreement with Northwestern Medicine Ben Gordon Center.**

City Manager's Summary: On July 13, 2020, the Council approved an agreement (Resolution 2020-077) with Northwestern Medicine Ben Gordon Center (NMBGC) to formally imbed a social worker approximately 30 hours per week in the Police Department to assist with mental and behavioral health referrals. The agreement followed months of a pilot program involving a social worker in a follow-up role to connect non-threatening but frequent callers with local mental health and behavioral health services. The 2020 contract was fully funded by a grant from the DeKalb County Mental Health Board.

The attached agreement extends the social work services to include two social workers who will be assigned to the Police Department's new Community Support Services division (one approximately 30 hours/week; the other approximately 40 hours/week). When the department identifies a person with mental or behavioral health issues that is generating a large number of Police responses, the social worker can contact that person in an attempt to provide services that will reduce the need for Police intervention. The social workers will also be available to respond to in-progress calls to help officers on scene when appropriate. The goal is to ultimately fund three social workers within the Community Support Services division – one in support of each working shift.

If approved, NMBGC has indicated it will fill the two positions in July at which time they will bill the City a start-up amount which is estimated to be \$5,591 per month until the beginning of NMBGC's Fiscal Year (September 1, 2021 through August 31, 2022). The net annual cost is estimated to be \$67,092. This expenditure is funded in the FY2021 DeKalb Police Department CSS Budget.

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

**4. Resolution 2021-050 Adopting the Upper South Branch of the Kishwaukee River Watershed Improvement Plan.**

City Manager's Summary: A recent steering committee organized by the DeKalb Soil and Water Conservation District has completed and recommended a watershed improvement plan for the Upper South Branch of the Kishwaukee River, the primary watercourse in our community. The City lies within the watershed for the Upper South Branch of the Kishwaukee River, and was granted a seat on the steering committee for the formulation of the watershed improvement plan.

The plan is a guideline to assist local agencies and developers in pursuing best management practices and coordinating impactful environmental decisions with other jurisdictions and private landowners. It also provides insights for the public to educate themselves.

No actions or expenditures are required by the adoption of this plan, and it is simply advisory in nature. The County Board has adopted the plan and its municipal adoption is a requirement for access to several State and Federal grants which could be pursued for local projects.

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

**5. Resolution 2021-051 Authorizing an Architectural Improvement Program (AIP) Economic Incentive for Hickey's Corner Store, Located at 218 W. Lincoln Highway in the Amount of \$1,185.**

City Manager's Summary: Larry Hickey, the owner of Hickey's Corner Store at 218 W. Lincoln Highway, has applied for a TIF Architectural Improvement Program (AIP) grant to defray some of the expense of resurfacing 3,400 square feet of the asphalt parking and driving areas at his food/fuel station. The projected cost of this re-surfacing is \$11,850 and the AIP program offers a 10% (\$1,185) reimbursement, if approved.

Mr. Hickey has provided the necessary application and bids. As a condition of receiving AIP assistance, recipients must maintain them for a period of not less than five (5) years. The loans are essentially grants because the principal amount is partially forgiven by 20% each year and fully forgiven on the fifth anniversary of the City payment.

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

**L. ORDINANCES – FIRST READING**

**1. Ordinance 2021-021 Amending Chapter 51 "Traffic", Schedule A "One Way Traffic", as it Pertains to Establishing One Way Traffic for a Segment of N. 6<sup>th</sup> Street.**

City Manager's Summary: Recently, City Engineer Zac Gill was approached by the DeKalb County Housing Authority located on N. Sixth Street between Oak and Pine Streets and asked if more parking might be achieved for their busy office facility if North Sixth Street was re-configured as a one-way street. To address the request, both street geometrics and neighborhood opinion were evaluated by the City Engineer, Zac Gill.

In March, the City conducted a survey of homes and businesses along the route. Both the engineering review and public survey yielded positive results. As North Sixth Street already has a northbound one-way segment at Locust Street, residents north of Pine currently do not have a direct route to Lincoln Highway. Comments from residential property owners were not opposed to the one-way in general but did express a preference for maintaining the parking along the east side to remain in the more traditional parallel orientation, limiting any new diagonal alignment to the west side.

The City Engineer supports the residents' request and would prefer that the one-way section extend all the way from Locust to Pine; however, some businesses along that stretch were opposed. Since the Locust to Oak block is not the block requiring added parking capacity the one-way conversion proposal was limited to the one block between Oak and Pine. The current parallel parking on the west side of North Sixth is not striped, but can hold 10 to 11 vehicles, and some new diagonal striping on the west side could accommodate a total of 20 stalls.

**City Council approval on first reading is recommended.** Holding this matter to a second reading on July 12 will provide time for additional public comment. ([click here for additional information](#))

**2. Ordinance 2021-022 Approving the Final Development Plan for the Property Located at 217 Franklin Street (Safe Passage).**

City Manager's Summary: On December 14, 2020, the City Council approved Ordinance 2020-077 which granted the rezoning of the Safe Passage site at 217 Franklin Street from the CBD District to the PD-C District and also approved a Preliminary Development Plan. The Ordinance required that a Final Development Plan including architectural elevations, engineering plan, lighting (photometric) plan, landscape plan, and final plat be submitted for review by the Planning and Zoning Commission and City Council.

There is no public hearing required, just review of the Final Development Plan to ensure substantial compliance with the approved Preliminary Development Plan and the Unified Development Ordinance. Safe Passage is currently located in six buildings (5 homes and 1 apartment building) along S. Fourth Street, Prospect Street and S. Fifth Street. The former building on the subject site was demolished at the end of 2020. The proposed building will be two stories with a lower level (basement). The total square footage will be about 40,320 sq. ft., slightly less than the 42,000 sq. ft. shown on the Preliminary Development Plan. The new building will contain an emergency shelter, counseling services, administrative offices, outdoor playground, and other accessory uses. The basement or lower level will have 9-foot ceilings and will feature group therapy, children's services, and storage. The first floor will contain counseling services and administrative offices and the living quarters will be on the second floor. The floor plans indicate there will be 15 separate living quarters on the upper level with about 54 beds. The building will be fully sprinklered with alarms and security system. Construction is planned to start by the end of 2021 with the opening of the facility in late 2022.

Further details are offered by Principal Planner Dan Olson in his background report. The architectural elevations, engineering plan, lighting (photometric) plan, landscape plan, and final plat have been reviewed by City staff and all comments have been adequately addressed. The Planning and Zoning Commission reviewed the Final Development Plan at their meeting on June 21, 2021. By a vote of 5 to 0 (Commissioner Wright was absent) the Commission recommended City Council approval of the Final Development Plan for the Safe Passage Facility at 217 Franklin Street per the plans in Exhibit A of the staff report.

**City Council approval of the Planning & Zoning Commission's recommendation is requested.** The petitioner has requested Council approval on second reading. ([click here for additional information](#))

**M. REPORTS AND COMMUNICATIONS**

**1. Council Member Reports.**

**N. EXECUTIVE SESSION**

**1. Approval to Hold an Executive Session to Discuss Personnel as Provided for in 5 ILCS 120/2(c)(1).**

**O. ADJOURNMENT**

[FULL AGENDA PACKET](#)