



**DEKALB CITY COUNCIL AGENDA  
REGULAR MEETING  
AUGUST 22, 2022  
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 City Clerk or the Recording Secretary by filling out and submitting a Speaker Request form, copies of which are located on the table just outside the meeting room, along with copies of the agenda. Comments will be limited to three (3) minutes. Further information for addressing the City Council can be found on the Speaker Request form.

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

**B. PLEDGE OF ALLEGIANCE**

**C. APPROVAL OF THE AGENDA**

**D. PRESENTATIONS**

None.

**E. PUBLIC PARTICIPATION**

**F. APPOINTMENTS**

1. Reappointing J.J. Wett to the Human Relations Commission for the Completion of a Term through December 31, 2024.
2. Reappointing Rebecca Hunt, Susan Richter, and Gary Vander Meer to the DeKalb Public Library Board for Terms Beginning July 1, 2022, through June 30, 2025.

**G. APPROVAL OF THE MINUTES**

1. Minutes Submitted by the City Clerk – None.
2. Minutes Submitted by the Recording Secretary
  - a. [Minutes of the Regular City Council Meeting of August 8, 2022.](#)

**H. CONSENT AGENDA**

1. [Accounts Payable and Payroll through August 22, 2022, in the Amount of \\$2,708,501.08.](#)

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

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2. [Freedom of Information Act \(FOIA\) Report – July 2022.](#)

I. PUBLIC HEARINGS

1. **Public Hearing Regarding the Community Development Block Grant Annual Action Plan (One Year Use of Funds) for Program Year 29 (April 1, 2022, through March 31, 2023) and Related Amendments for Program Years 2018, 2019, 2020, and 2021.**

City Manager's Summary: The Community Development Block Grant (CDBG) Consolidated Plan is a five-year plan that provides a unified vision for developing actions designed to address housing and community development needs. Development of the plan is a collaborative activity between the City and the local community that creates the opportunity for citizen participation in setting long-term CDBG Five-Year strategies and short-term actions to meet priority needs. On February 10, 2020, the City Council approved the CDBG Five-Year Consolidated Plan for 2020-2024 and the 2020 Annual Action Plan.

On January 10, 2022, Council approved the 2022 CDBG Annual Action Plan for Program Year of April 1, 2022 – March 31, 2023, with an estimated grant amount of \$400,000. **HUD allows grantees to issue and approve an Annual Action Plan with an estimated amount of funding. A Public Hearing is being held to afford the public an opportunity to review an updated version of the 2022 Action Plan that contains the actual grant amount of \$411,560. In addition, two minor amendments and two substantial amendments are being presented for Council review. Council approval is required for the 2020 – 2024 Five Year Consolidated Plan/2020 Annual Action Plan Substantial Amendment and the 2021 Annual Action Plan Amendment.**

The Citizen Participation Plan for the Community Development Block Grant requires public notice and a public hearing for the development of new plans and for amendments to existing plans that meet the following criteria:

- Changes to the CDBG budget for a project by an amount in excess of \$100,000;
- Changes in the purpose, scope, beneficiaries, or location of the project;
- A change in allocation priorities or method of distribution of funds;
- A change in the source of funding, from one source to any other source (including program income) covered by the Consolidated Plan; or
- Cancellation of an existing project.
- Addition of a new project.

The amendments to the 2018 and 2019 plans are minor amendments to allocate previously unallocated funding. The changes to the 2020 and 2021 plans are substantial amendments that include the cancellation of projects and the redistribution of funds. Adjustments are being made to three previous plans (2018, 2019 and 2020) to “clean-up” unallocated and unspent funds and “sweep” them into the 2022 Annual Action Plan. In addition, three programs are being cancelled – 2020 Optional Relocation Assistance, 2021 Acquisition, and 2021 Economic Development. The 2020 CDBG-CV project for CV-Public Services will be closed as “Complete” with a new project for CV-Public Facilities/Infrastructure Improvements created.

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The project for 2020 Optional Relocation Assistance was created when the City anticipated the potential need to condemn a large multi-family apartment building. This property has since changed hands and will be rehabbed by the new ownership. The anticipated need for these funds no longer exists. Funding for this project will remain in Program Year 2020 but will be reallocated to Public Facilities/Infrastructure Improvements.

The 2021 project for CV-Public Services was created using CARES Act funding to prepare for, prevent, or respond to the coronavirus pandemic. The City allocated funding for rent/mortgage/utility payment assistance; PPE, equipment, cleaning services, and supplies for two local agencies to keep services available by protecting staff and clients from infection; hotel rooms for survivors of domestic violence to preserve social distancing in the shelter while providing safe accommodations for those in need; free food distributions to low-income residents in the AGN Neighborhood; free diaper distributions in conjunction with the food distributions, and Meals-on-Wheels home delivered meals to the elderly and people with disabilities who were isolating at home and were unable to shop for and/or prepare healthy food. With the introduction of vaccinations and an increasing period since the height of the pandemic, the demand for these services has greatly diminished and agencies have been unable to spend the allocated funds. The project for CV-Public Services is being closed as "Complete" and funding will be reallocated to a new project for CV-Public Facilities/Infrastructure Improvements to address some of the impacts to neighborhoods that have resulted from the pandemic.

The projects for 2021 Acquisition and 2021 Economic Development were created in support of the Annie Glidden North Revitalization Plan. The City has not identified a specific need at this time and has determined the funding dedicated to these projects could be better utilized for Public Facilities/Infrastructure Improvements. Funds from these projects will remain in Program Year 2021 but have been reallocated to Public Facilities/Infrastructure Improvements.

## **DETAILED SUMMARY OF CHANGES:**

### **2018, 2019, and 2020 – CDBG Entitlement Amendments**

The City of DeKalb is making the following changes to the Community Development Block Grant Entitlement funding received for Program Years 2018, 2019, and 2020. Projects using these funds will benefit persons of low to moderate income as well as all citizens of DeKalb.

- [2018 Annual Action Plan](#) – \$47,567.62 of uncommitted funds is reallocated as prior year resources in the 2022 Annual Action Plan; the goal and project of Housing Rehabilitation is hereby reduced accordingly.
- [2019 Annual Action Plan](#) – \$51,619.00 of uncommitted funds is reallocated as prior year resources in the 2022 Annual Action Plan; the goal and project of Housing Rehabilitation is hereby reduced accordingly.
- 2020 Annual Action Plan – \$83,225.40 of uncommitted funds is reallocated as prior year resources in the 2022 Annual Action Plan; the goal and project of Public Facilities will retain these funds.

A total of \$182,412.02 will be included in the 2022 Annual Action Plan as Prior Year Resources (also referred to as Carry-Over.)

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### **2020 Annual Action Plan Amendment**

The 2020 Annual Action Plan for CDBG Entitlement funds is amended as follows:

The “Optional Relocation Assistance” goal and project is hereby cancelled. The goal and project were created at a time when the City saw a need for this resource due to the potential to condemn a large multi-family rental property. This need did not materialize. The \$25,000 in funding is reallocated to Public Facilities/Infrastructure Improvements.

### **2020 Annual Action Plan – CARES Act (CDBG-CV) Amendment**

The 2020 Annual Action Plan CARES Act Amendments #1 and #2 are amended as follows:

The “CV-Public Services” projects for rent/mortgage/utility payment assistance; PPE, equipment, and cleaning supplies; free food distributions at University Village and Westminster Presbyterian church; free diaper distributions in coordination with the food distributions, and Meals-on-Wheels delivery for the elderly and people with disabilities are closed as “Complete”. The \$187,747.96 in remaining funds will be reallocated to a new project – 2020 CV-Public Facilities/Infrastructure Improvements.

### **2021 Annual Action Plan Amendments**

The 2021 Annual Action Plan for CDBG Entitlement funds is amended as follows:

The “Acquisition” goal and project is hereby cancelled; the \$100,000 in funding is reallocated to Public Facilities/Infrastructure Improvements.

The “Economic Development” goal and project is hereby cancelled; the \$100,000 in funding is reallocated to Public Facilities/Infrastructure Improvements.

The City will reallocate \$55,086 of uncommitted 2021 funds from Housing Rehabilitation as Prior Year Resources in the 2022 Annual Action Plan for Public Facilities.

### **2022 Annual Action Plan**

The City of DeKalb will receive \$411,560 in CDBG funds for Program Year 2022 (April 1, 2022 -March 31, 2023). Additionally, the City expects to carry over \$237,498.02 in prior year resources as stated herein for 2022 Action Plan goals and projects.

#### **Sources of Funds**

\$411,560.00 Program Year 2022 CDBG Allocation

\$237,498.02 Prior Year Unallocated Funds (2018, 2019, 2020, 2021) to be reallocated to Public Facilities Projects

**\$649,058.02 Total Available Funds**

#### **Use of Funds**

\$429,058.02 2022 Public Facilities/Improvements (includes reallocated funds}

\$ 60,000.00 2022 Public Services

\$ 80,000.00 2022 Owner Occupied Housing Rehabilitation

\$ 80,000.00 2022 Administration

**\$649,058.02 Total Use of Funds for 2022 Action Plan Goals & Projects\***

**\*Please Note:** This does not include the funds from the cancelled projects that remain in 2020 and 2021 but can be used to fund projects moving forward.

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**Community Services Coordinator Joanne Rouse has prepared further details concerning the proposed changes to the Annual Action Plan in the background memorandum attached to this Agenda. Interested persons are encouraged to review that memorandum. ([click here for additional information](#))**

## **J. CONSIDERATIONS**

None.

## **K. RESOLUTIONS**

### **1. Resolution 2022-071 Approving a Restaurant/Bar Liquor License for 4 Guys Kitchen LLC, d/b/a Ellwood Steak & Fish House, 2219 Sycamore Road.**

City Manager's Summary: Soon to be new owners of the Ellwood Steak & Fish House, 4 Guys Kitchen LLC, has applied for a Restaurant/Bar liquor license. The liquor license will be considered "conditional" until the requirements laid out in the resolution are met. A conditional liquor license will allow the business to apply for their State of Illinois liquor license, which is required to purchase liquor and supplies.

Upon approval of the liquor license, the City will receive an initial issuance fee of \$10,766. The license term for a restaurant/bar liquor license begins January 1 and ends December 31. Typically, this type of liquor license carries an annual renewal fee of \$2,692. However, Ellwood's 2023 annual renewal fee will be reduced by 50% since the initial liquor license will be issued eight months into the current licensing term.

**Council approval of the license and permits is recommended, subject to the conditions described in the resolution. ([click here for additional information](#))**

### **2. Resolution 2022-072 Approving a Substantial Amendment to the Community Development Block Grant 2020-2024 Five Year Consolidated Plan / 2020 Annual Action Plan (One Year Use of Funds) for Program Year 27 (April 1, 2020 - March 31, 2021).**

City Manager's Summary: The preceding background to the Public Hearing on this Agenda provides detailed information concerning the proposed amendment to the CDBG Annual Action Plan for April 1, 2020, to March 31, 2021. The Community Development Block Grant 2020-2024 Five Year Consolidated Plan / 2020 Annual Action Plan (One Year Use of Funds) for Program Year 27 (April 1, 2020 – March 31, 2021) was approved by City Council on February 10, 2020, as Resolution 2020-016.

The Community Development Block Grant 2020-2024 Five Year Consolidated Plan / 2020 Annual Action Plan (One Year Use of Funds) for Program Year 27 (April 1, 2020 to March 31, 2021) was substantially amended and approved by City Council on July 27, 2020 as Resolution Number 2020-080 and on January 11, 2021 as Resolution Number 2021-008 to add Community Development Block Grant CARES Act funds from the United States Department of Housing and Urban Development to prevent, prepare for and respond to the coronavirus pandemic.

This third Substantial Amendment to the Community Development Block Grant 2020-2024 Five Year Consolidated Plan / 2020 Annual Action Plan (One Year Use of Funds) for Program Year 27 (April 1, 2020, through March 31, 2021) was forwarded to the City Council and made

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available to the public for review on July 31, 2022. The public hearing at the top of this Agenda invited interested persons to comment on the proposed amendment.

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

**3. Resolution 2022-073 Approving a Substantial Amendment to the Community Development Block Grant 2021 Annual Action Plan (One Year Use of Funds) for Program Year 28 (April 1, 2021 - March 31, 2022).**

City Manager's Summary: The preceding background to the Public Hearing on this Agenda provides detailed information concerning the proposed amendment to the CDBG Annual Action Plan for April 1, 2021, to March 31, 2022. The amendment was forwarded to the City Council and made available for public review on July 31, 2022. The public hearing at the top of this Agenda invited interested persons to be heard on the proposed amendment.

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

**4. Resolution 2022-074 Appropriating the Sum of \$1,162,516.40 in Rebuild Illinois Bond Local Allocation Funds for Construction and Engineering Services to Replace the Major Bridge Structures at N. First Street and Lucinda Avenue.**

City Manager's Summary: When the City intends to expend certain State funds, such as the locally allocated portions of the Rebuild Illinois Bonds that have been accumulating in the City's MFT Fund in recent years (Fund 210), it must provide the Illinois Department of Transportation with a resolution officially appropriating those funds and to what effect. In this case, as the City takes steps to prepare its FY2023 budget which will include the allocation of the accumulated funds for replacement of the bridge structures on N. First Street and on Lucinda Avenue, such a resolution if required. The expected appropriation is \$1,162,516.40.

In each of three years (2020, 2021, and 2022) the City received approximately \$960,000 in Rebuild Illinois bond funds. This request appropriates just over \$1.162 million for major bridge replacement construction and construction engineering. The allocation covers the local share of the approximately \$5.6 million dollar effort. The Rebuild Illinois program has previously funded the right-of-way acquisition and engineering of Afton Road (\$400,000), and the design and permitting of the double bridge replacement (\$550,000). After this appropriation, any remaining bond funds will target street reconstruction in 2023.

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

**5. Resolution 2022-075 Authorizing the Award of a Contract to Curran Contracting Inc. in the Amount of \$499,070.60 for the Resurfacing of Knolls Avenue with Staff Authority to Approve Change Orders Up to a Combined Project Total Not to Exceed \$520,000.**

City Manager's Summary: Recently, the City Engineer requested bids for the last phase of the 2023 street maintenance program: the re-surfacing of the central "loop" including Knolls Avenue and adjacent roads in the Knolls subdivision. The single bid was submitted by Curran Contracting in the amount of \$499,070.60. The attached resolution would authorize that amount, with an allowance for change orders bringing the project limit in 2023 to \$520,000.

The 2022 street maintenance program is principally funded by state motor fuel allotments deposited in the City's Fund 210. The Knolls segment of the annual program targets the most

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severely distressed area in the central core. The remainder of the Knolls subdivision is programmed to be resurfaced over the next two paving seasons.

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

#### L. ORDINANCES – SECOND READING

None.

#### M. ORDINANCES – FIRST READING

##### 1. Ordinance 2022-039 Amending the Fiscal Year-End December 31, 2022, Budget of the City of DeKalb.

City Manager's Summary: As a result of the delayed receipt of vehicles as well as some known construction contract changes, several amendments to the FY2022 Budget are recommended. The proposed revisions were generally described at the joint meeting of the Council and Finance Advisory Committee on August 15 and are described below:

- **Item #1** relates to a program identified as eligible for American Rescue Plan Act (ARPA) funding: the City's lead service water line replacement. The FY 2022 budget included a transfer of \$1,000,000 from the ARPA Fund to be used as seed money for lead service line replacement. For Part 1, the "Transfer In" of ARPA funds in the Water Capital Fund (Fund 620) is reclassified to "federal grant revenue" in accordance with accounting standards; there is no net effect to the fund. Part 2 is an increase to the newly created expense account "lead service line replacement" to account for the payments made to replace homeowner's lead pipes. **The overall effect to the Water Capital Fund is an additional \$1.0 million expense, however, it is being funded 100% by ARPA grant funds.**
- **Item #2** relates to the water main replacement projects on North 13<sup>th</sup> Street and North 14<sup>th</sup> Street, as well as the replacement and relocation of the Kishwaukee River water main at North 1<sup>st</sup> Street due to the planned bridge replacement project that will take place in 2023. At the March 28, 2022 City Council meeting, it was noted that after the bid opening for North 13<sup>th</sup> and 14<sup>th</sup> Streets, the contract price would exceed the budget. The total excess of \$138,112 necessitates an amendment. Additionally, the Kishwaukee water main replacement had not been included in the FY 2022 budget, and current estimates show \$220,000 will be needed for this project. **The total effect to the fund is an increase in expenses of \$358,112, which can be absorbed by the fund balance.**
- **Item #3** - The City received a grant from DeKalb Township to install Knox Boxes on residential homes for those that live alone or are mobility challenged. The key boxes allow the Fire Department to gain access to the residence in the event of an emergency, rather than breaking in. The grant amount of \$8,980 is a new revenue and is offset by related expenditures of \$8,980 to install the boxes. **There is no net effect to the General Fund.**
- **Item #4** is a housekeeping item and relates to the first of five payments on the lease of the License Plate Reader (LPR) cameras. The item was originally budgeted under "Supplies/Parts – Technology" in the Capital Projects Fund (Fund 400) and is being reclassified to Capital Lease Principal in the Capital Projects Fund 400. **There is no net effect from this transaction.**

- **Item #5** is an increase to vehicle expenditures in the Capital Equipment Replacement Fund (Fund 420). Several vehicles that were to be received and purchased in 2021, and approved by the City Council in 2021, were significantly delayed in delivery and were not budgeted in 2022. They include:
  - One (1) Public Works F-550 one-ton aerial truck from Sutton Ford, \$106,768, approved by Council on 5/24/2021;
  - One (1) Public Works single-axle dump truck from Rush Truck Center, \$154,526, approved by Council on 3/8/2021.

Also, four (4) squad cars ordered for the FY 2021 budget were also delayed until 2022, resulting in eight (8) squads affecting the 2022 budget, instead of four (4). The last four (4) are:

- Two (2) used squad cars which became available for purchase from the City of Sycamore Police department: \$24,000;
- Two (2) 2022 Ford Explorers from Morrow Brothers Ford, \$72,190.

The total vehicle increase is \$357,484. Additionally, \$20,500 will be needed to augment the Technology equipment line item for squad car upfitting (computers, lighting, striping, etc). Due to the current interest rate environment and the built-up fund balance of the Capital Replacement Fund 420, the City staff determined that outright purchases were more fiscally prudent than financing or leasing. **The purchase price of all vehicles plus upfitting necessitates an increase of \$377,984 to the fund's expenditures.**

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

## **2. Ordinance 2022-040 Amending Chapter 30 “Official Comprehensive Plan”, Section 30.01 “Adoption”, by Adopting the 2022 City of DeKalb Comprehensive Plan.**

City Manager’s Summary: Since January of 2022, the City Manager, Director of Planning Dan Olson, and other staff have been gathering local opinion about how the City has managed land use since the last Comprehensive Land use Plan was adopted in 2005, and how the DeKalb community wants to grow in terms of land use in the years to come.

A comprehensive land use plan typically consists of three components:

- a history that includes an inventory and analysis of the community;
- a formulation of goals and objectives for a period of, for instance, five years; and
- a future land use plan that provides a framework for new growth.

The inventory and analysis establish the community’s needs, constraints, and opportunities. The goals and objectives represent the community’s vision in general value statements and provide tangible steps to realize that vision. The future land use plan defines the desired character of land uses with reference to these goals and objectives.

Since the adoption of the 2005 Plan, the City Council has approved the sub-area and corridor plans noted below. This Comprehensive Plan draws from these previous plans and



recognizes unique City-approved plans such as the City of DeKalb Sustainability Plan, 2022-2024 Financial Plan, and 2018 Annie Glidden North Revitalization Plan.

- East Lincoln Highway Corridor Plan – Adopted June 13, 2005
- 2007 Downtown Revitalization Plan – Adopted February 26, 2007
- Pleasant St. and Greek Row Plans – Implementation Review – Adopted April 2007
- Sustainable Community Redevelopment Plan for the Fourth Street Corridor and Pearl Street Neighborhood – Adopted April 21, 2008
- Pearl Street Neighborhood Revitalization Plan – Adopted August 11, 2008
- Downtown DeKalb – Design Guidelines for New Construction – Adopted 2011
- Ellwood Historic Neighborhood Implementation Strategies – Adopted September 2011
- DeKalb City Center Plan – Adopted July 8, 2013
- Annie Glidden North Revitalization Plan – Adopted November 26, 2018

Notwithstanding the attention to the detailed planning of specific sub-areas in the community, a comprehensive land use plan is long overdue. This Plan identifies goals and objectives for the following elements of community development:

- Community Appearance
- Residential Development
- Commercial Development
- Industrial Development
- Downtown Enhancement
- Economic Development
- Community Facilities
- Natural Features
- Transportation

The City's Planning and Zoning Commission is the statutory body which formally recommends Plan revisions to the Council. The Commission reviewed staff drafts of the Plan at the April 4, May 2, May 16, and June 6 meetings. Open Houses to gather further public input were held on June 30 and July 14. A legal notice of the Planning & Zoning Commission's public hearing on a complete and final draft of the Plan was published in the Daily Chronicle on July 27. Drafts of the Plan have been on the City's website the last few months and have been publicized on the City's social media outlets.

The Comp Plan is not a zoning document but a canvas indicating the kinds of uses that we would prefer to see develop within the City's planning jurisdiction, which extends a mile-and-a-half beyond the corporate limits in any direction. The Plan does not call out a zoning classification for any parcel – this is done typically as a specific development proposal is under consideration by the Council for a particular parcel or parcels.

The proposed 2022 Comp Plan has the following salient features, among others:

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1. A designation of additional industrial sites on the Gurler Road axis, as well as additional industrial sites east of Peace Road between Gurler Road and IL Rt 38.
2. Industrial development along the Peace Road axis north of IL Rt. 38 to Wirsing Parkway, consistent with the City's boundary agreements with Sycamore and Cortland.
3. A designation of limited, new low density residential sites at the northwest and southwest periphery of the corporate limits, but only a parcel "out" from the existing low density residential designations. Given the large number of preliminary and final platted but unbuilt residential lots within the corporate limits and the few single-family house starts in recent years (see the tables on p. 26), very measured residential expansion seems likely.
4. Large swaths of agricultural uses defined to the northwest and west of the corporate limits where the preservation of farmland is merited. This approach is also consistent with the DeKalb County Unified Future Land Use Plan, with a preference for urban growth extending outward from the municipal core rather than leapfrogging to remote sites.
5. The preservation of open space largely within the Kishwaukee River branch floodplains but also where dedicated park lands and retention areas provide both active recreation spots as well as "passive" recreation in the form of walking and bike paths.
6. "Mixed Use" designations to highlight historic trends and current market interests. For instance, the Village Commons property on W. Lucinda Avenue has offered a mix of commercial retail uses for decades. More recently, there has been some development interest in redeveloping the property with a mix of ground level commercial uses and upper-level residential uses that would assure rental incomes through market highs and lows.
7. Institutional designations to identify the large land areas comprising Northern Illinois University (State of Illinois property) as well as public schools, Township facilities, City facilities, etc.
8. The updating of uses in parcel-by-parcel fashion to register changes recommended by the Planning & Zoning Commission and approved by the City Council since 2005.
9. The redevelopment of the core of the Annie Glidden North neighborhood at W. Hillcrest Drive and Blackhawk Road with a mixed-use center.
10. Promotion of an interdependence of land uses. Rather than promoting certain uses on "islands" removed from normal patterns of travel, the Plan attempts to promote "neighborhood" clusters that combine residential districts with schools, day care centers, small markets, and other ancillary services.

The Planning and Zoning Commission held a public hearing regarding the Comprehensive Plan update at their meeting on August 15, 2022. By a vote of 4-0, the Commission recommended to the City Council approval of an amendment to Chapter 30 "Official Comprehensive Plan" of the Municipal Code to adopt the City of DeKalb 2022 Comprehensive Plan dated August 9, 2022.

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

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**3. Ordinance 2022-041 Amending Chapter 49 “Human Relations Commission” as it Pertains to Frequency of Meetings.**

City Manager’s Summary: At the last regular meeting of the Human Relations Commission on Tuesday, August 9, the Commission unanimously recommended that the Council change the regularity of their meetings from monthly to bimonthly (i.e., every other month). The attached ordinance would implement the Commission’s wishes.

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

**4. Ordinance 2022-042 Amending Chapter 23 “Unified Development Ordinance”, Article 5.12 “HI” Heavy Industrial District to Add “Solar Energy Generation Facility (Solar Farm)” as a Special Use, and Article 7.16 “Solar Energy Systems” to Establish Regulations for Solar Energy Generation Facilities (Solar Farms).**

City Manager’s Summary: Several text amendments to the Unified Development Ordinance (UDO) are proposed to bring solar energy generation facilities (solar farms) into the code. The use is proposed to be added as a special use in the “HI” Heavy Industrial District. In addition, amendments to Article 7.16 “Solar Energy Systems” are proposed to create a definition for solar energy generation facilities (solar farms) and establish development standards.

These solar farm standards were developed after review of other solar energy ordinances (e.g., DeKalb County and Rochelle) along with the standards for the approved solar farm along Gurler Road and the language in the lease approved for the City-owned site along Pleasant Street. The attached memorandum from Planning Director Dan Olson details the proposed standards.

The Planning and Zoning Commission held a public hearing regarding the text amendment at their meeting on August 15, 2022. By a vote of 4-0, the Commission recommended to the City Council approval of text amendments to the Unified Development Ordinance regarding solar energy generation facilities (solar farms) as indicated in Exhibit A of Mr. Olson’s report.

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

**5. Ordinance 2022-043 Approving a Special Use Permit for a Solar Energy Generation Facility (Solar Farm) on an Approximately 49-Acre Site Along the North Side of Pleasant Street Across from the DeKalb Taylor Municipal Airport (SunVest Solar, LLC, d/b/a DeKalb Taylor Solar, LLC).**

City Manager’s Summary: The petitioner, SunVest Solar, LLC, d/b/a DeKalb Taylor Solar, is requesting approval of a special use permit for a solar energy generation facility (solar farm) located on an approximately 49-acre site along the north side of Pleasant St. across from the DeKalb Taylor Municipal Airport. The subject site is owned by the City of DeKalb and is zoned “HI” Heavy Industrial District. The project will be known as “DeKalb Taylor Solar, LLC”.

On December 13, 2021, the City Council approved a land lease and solar easement agreement (Ordinance 2021-052) with the applicant to develop a solar farm on the subject site. The lease allows the applicant to construct a 5 megawatt (MW) solar farm and extends for 25 years from the date of the completion of construction with an option to extend for another ten-year period.

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The solar farm will use the entire parcel and will generate enough renewable energy to power approximately 1000 homes. Access to the site will be from a 25' wide entrance located near the center of the site along Pleasant Street. Off-street parking will be provided for vehicles inside of the project area. Site improvements will consist of photovoltaic solar panels installed on a single axis tracking system. The tracking system will be supported by galvanized steel beams, pile driven 8' – 10' into the ground. No concrete will be used for the support system. The panels will be facing east-west, thus the rows of panels will be oriented in a north-south direction and track with the sun during the day and return to their stowed position at night. The overall height of the system will be approximately 8" tall. The 25' wide access drive will provide year-round access to all major equipment throughout the array. The solar facility will be surrounded by an 8' tall woven agricultural "Knot" fence, with a locked gate. A minimum 50-foot front yard setback will be provided along Pleasant Street. The balance of the solar facility will be set back a minimum of 50' from the property lines, with an increase to a 100' setback to the residential property located at the southwest corner of the property.

The entire site will be covered with diverse native vegetation specifically designed for this site. The vegetation will be native, requiring minimal maintenance once established, and create a habitat beneficial to bees, insects, birds, and other animal species. Wooden electric support poles will be installed to transfer the power generated from the project to the local distribution lines located along Pleasant Street. These poles will be approximately 30' tall.

A decommissioning plan is also part of the agreement. If the facility becomes inactive for more than 180 days, the applicant must remove all its solar facilities including any foundations and restore the portions of the lease space that had been used for the solar farm to usable farmland or substantially the same condition as that which existed before the solar construction. If the applicant should fail to remove the facilities, the City would have the right to remove them and be reimbursed by the Company within 30 days of an invoice from the City.

The Planning and Zoning Commission held a public hearing regarding the special use petition at their meeting on August 15, 2022. By a vote of 4-0 the Commission recommended approval of a special use permit for a solar energy generation facility (solar farm) per the site plan prepared by SunVest Solar LLC labeled as Exhibit A. The project will be operated per the land lease and solar easement agreement approved by Ordinance 2021-052.

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

## **N. REPORTS AND COMMUNICATIONS**

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

## **O. EXECUTIVE SESSION**

**None.**

## **P. ADJOURNMENT**

### **[AUGUST 22, 2022, REGULAR AGENDA PACKET](#)**

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