



**DEKALB CITY COUNCIL AGENDA
FEBRUARY 24, 2020
6:00 P.M.**

DeKalb Municipal Building
City Council Chambers
Second Floor
200 S. Fourth Street
DeKalb, Illinois 60115

REGULAR CITY COUNCIL MEETING

A. CALL TO ORDER AND ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF THE AGENDA

D. PUBLIC PARTICIPATION

E. PRESENTATIONS

1. [DeKalb Municipal Band FY2019 Annual Report by Director Kirk Lundbeck.](#)
2. [DeKalb Public Library FY2019 Annual Report by Director Emily Faulkner.](#)
3. **Census 2020 Complete Count Committee Report.**

F. APPOINTMENTS

None.

G. CONSENT AGENDA

1. [Minutes of the Committee of the Whole Meeting of February 10, 2020.](#)
2. [Minutes of the Regular City Council Meeting of February 10, 2020.](#)
3. [Accounts Payable and Payroll through February 24, 2020 in the Amount of \\$3,050,593.45.](#)
4. [Investment and Bank Balance Summary through December 2019.](#)

Assistive services available upon request.

Hearing assistance devices are available in the Information & Technology Office, which is located to the right, just before entering Council Chambers.

5. [Year-to-Date Revenues and Expenditures through December 2019.](#)
6. [Freedom of Information Act \(FOIA\) Report – January 2020.](#)

H. PUBLIC HEARINGS

1. **Public Hearing Regarding the Proposed Vacation of a Portion of Dedicated Right-of-Way at John Street and Lincoln Highway.**

City Manager's Summary: About 20 years ago, the City and the Illinois Department of Transportation (IDOT) collaborated on intersection improvements at Pearl Street and W. Lincoln Highway. At that time, because of its close proximity to the signalized intersection at Pearl Street and Route 38, the entrance to John Street from Lincoln Highway was abandoned. This left an unused, public remnant parcel of about 5,800 square feet (0.13 acres). Upon the closure of the John Street connection to Lincoln Highway, the City built a cul-de-sac as the south terminus of John Street.

In 2007, a land-lease agreement was executed between the City and Arch and Joan Richoz who own the small, adjacent commercial strip center to the west (221 W. Lincoln Highway). The Richozs invested substantial funds to convert the remnant City parcel into a 10-stall parking lot for the benefit of customers visiting the neighboring stores. The initial lease ran for 5 years, with the option of an additional four 5-year terms upon mutual agreement. The Richozs have also assumed the sole responsibility for snow plowing, grass-mowing, crack-filling, and other maintenance.

In the Fall of 2019, the Richozs offered to purchase the small parcel outright. The attached survey was subsequently prepared, depicting the parking area in its current condition.

The Richozs have offered \$8,500 for the parcel for the purpose of continuing their parking use into the future. No other potential buyers have responded to the City's public notice.

This agenda has an ordinance authorizing the City sale of the subject parcel to the Richozs for their intended parking use in the amount of \$8,500. [Click here for additional information](#)

2. **Public Hearing Regarding a City Proposal to Create Special Service Area 29 (DeKalb Market Square).**

City Manager's Summary: On January 27, the City Council unanimously approved Ordinance 2020-008 to establish an active special service area (SSA) encompassing the Market Square Shopping Center to address recurring road maintenance issues.

This public hearing is required to afford persons owning taxable real property in the SSA to be heard regarding the proposed terms. If, within 60 days following the adjournment of the public hearing, fifty-one percent (51%) of the “electors” or parcel owners within the SSA sign a petition objecting to the formation of the area, the City cannot impose the underlying special property tax designed to pay for annual maintenance costs.

For those wondering how the SSA would work, the following features are important:

- The Council would levy a tax each Fall that’s sufficient to reimburse the City for repairs to the interior circulating road system in the following 12-month period (January 1 through December 31). City crews could perform the repairs, but given the Street Department’s limited resources, it’s more likely that the City would contract with a paving company to perform the ongoing repairs, except for urgent pothole filling. City costs would be reimbursable as well.
- The amount of the tax would be based upon an annual engineering assessment of the condition of the various roadways and other features included as part of the SSA maintenance responsibilities. From this engineering estimate, a reasonable annual budget would be established for the following 12-month period.

The suggested special tax for 2020 is based on a cost estimate prepared by City Engineer Zac Gill that takes into account only the common, private roadways. The attached exhibit details those roadways that are shaded in a light green. The detention areas, parking lots, lighting and raised median would be addressed by the current REA. For 2020, the recommended repairs would total about \$145,820. Over a 20-year period, the average yearly repairs would be about \$204,768 but in some years the repairs might only involve crack-sealing. The Council would set the SSA levy every year and do so on the basis of updated observations of the road conditions.

In 2019, the combined EAV of the 18 Market Square parcels within the proposed SSA was \$12,821,959. At a City tax rate of \$1.1882 per \$100 EAV, the center generated about \$152,351 in property taxes for the City government in 2019. To capture the additional, projected first-year road repair and maintenance costs of \$145,820, the effective **City** tax rate applicable to parcels within the proposed SSA would have to increase from \$1.1403 per \$100 EAV to about \$2.34 per \$100 EAV to generate \$298,171 in property taxes: .0234 x 12,821,959 = \$300,034. [\(Click here for additional information\)](#)

I. CONSIDERATIONS

1. Demonstration of the New “Police-to-Citizen” Software.

City Manager’s Summary: The DeKalb Police Department has been working for months to create a new website that provides more efficient public access to Police data. The Police-to-Citizen (P2C) web portal offers a way for users to check crime stats by address, to “map” calls-for-service, and to view recent arrests on-line. The site also allows residents to register bicycles, request security checks, report certain crimes, and communicate with the Police department. Sensitive information and incidents remain protected and will not be automatically available via the website (e.g. sexual assaults, crimes against children, etc.).

Some of the specific features are listed below:

- A “Daily Bulletin” page can sort incidents based on the date and category.
- An “Event Map” page offers an interactive pin map of DeKalb with incidents filtered by date and category.
- An “Event Search” will query and map incidents based upon the call information or an address.
- A “Recent Arrests” page shows a list of charges and mugshots from recent arrests.
- A “Report Incidents” feature allows a resident to report non-emergency crimes through the portal, like criminal damage cases and minor thefts.
- A “Bike Registration” page allows a resident to send his or her bicycle information to the department.
- A “Security Watch” offers the opportunity for residents to request that officers check on their home while on vacation.

The website is linked directly to the department’s records management system to promote more transparency, as well as interaction with the Police department. The site will be accessed through the DeKalb Police Department’s web page.

Before the launch of this website, further attention to how the software “maps” calls for service is in order. At a recent preview of the P2C format before the quarterly meeting of the DeKalb Area Renters Association (DARA), it was noted that the maps could unintentionally deter rentals at otherwise safe and well-managed properties because they flag any Police response for service.

City Council direction is requested.

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2. Consideration of Changes to Chapter 38 “Intoxicating Liquors” (Underage, BYOB, Beauty/Nail Salons, Fitness Centers).

City Manager’s Summary: On January 13, in response to inquiries from several Council members and a few local businesses, the Council opened a public discussion about several possible shifts in local liquor licensing provisions. Specifically, the proposed changes included the following:

- a. The admittance of 19 and 20-year-old persons to licensed bars.
- b. Expanding the BYOB options beyond establishments that serve liquor with the service of a meal.
- c. Opening liquor service to traditionally “dry” establishments such as tobacco lounges, fitness centers, nail salons, etc.

The Council generally encouraged further investigation of the option of allowing 19 and 20-year-olds to dine in licensed liquor establishments within areas designated for restaurant use and separated from bar areas. At the City Manager’s request, the Council agreed to postpone further discussion until an open forum was organized for current liquor license holders to offer their thoughts and suggestions about these options.

Notices were subsequently mailed to all current license holders and an informal forum was held on Thursday, February 6. Liquor Commissioner and Mayor Jerry Smith presided.

During the forum, the following observations were offered:

- None of the owners/managers who attended welcomed the possible change.
- The manager of Molly’s, which regularly serves a younger clientele, was particularly opposed. She observed that extra expense would be necessary to beef up her wait staff to be more vigilant for underage drinkers, and that the change of age might cost business on a busy weekend, when groups of persons of mixed ages might arrive. In such instances, if one or several who were over 21 wanted to drink, they would have to separate from their friends in the designated non-drinking areas and the whole group would likely leave.
- They were uniformly opposed to “requiring” current liquor license holders to admit persons 19 or 20 years of age without guardians or parents, and to build designated service areas for them. **If an “opt out” was possible, they might support the experiment.**
- The license holders who already had separate guest or banquet areas in their establishments that could be separated from the rest of their service areas

would like to provide “hospitality” events for underaged community groups (e.g. high school award banquets, etc.) so long as persons entering and leaving through the restaurant/bar areas could be carded.

- Regarding the possible proliferation of new licenses to non-traditional establishments such as tobacco lounges, fitness centers and nail salons, the license holders in attendance raised concern about proper server training, regular carding, and equal enforcement. They wondered aloud whether the City had enough resources to hire the Police officers necessary to regularly check for compliance in such establishments.

City Council direction is requested.

J. RESOLUTIONS

- 1. Resolution 2020-017 Authorizing a Social Services Agreement with Adventure Works for the Continued Provision of Social Services at University Village Effective January 1, 2020 through December 31, 2020.**

City Manager’s Summary: As part of the rezoning of University Village in 2017, the City negotiated with Security Properties, the HUD-approved owner and manager, to establish long-term funding for the provision of social services. Such services were provided at University Village in 2019 largely through the efforts of Adventure Works and DeKalb County Community Gardens (DCCG). The City worked with Adventure Works and DCCG in the late winter of 2019 to amend the original services agreement with the Family Service Agency following the withdrawal of the Family Service Agency as fiscal agent and coordinating agency. The one-year agreement for 2019 approved on April 8, 2019 was retroactive to January 1.

The attached resolution would approve a social services agreement for University Village for FY2020 with Adventure Works. This agreement ensures the continuity of services for the residents of University Village. The scope of services is detailed in the attachments to this agenda item. The total cost of the services in 2020 is **\$34,200** and will be paid from the sinking fund established by Security Properties.

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

- 2. Resolution 2020-018 Authorizing the Waiver of Competitive Bidding and Approving the Purchase of One Ambulance from Fire Service, Inc. with Additional Items Necessary to Place the Ambulance in Service in an Amount Not to Exceed \$155,000.**

City Manager’s Summary: The FY2020 budget includes funding for the replacement of one ambulance in the Fire Department. The Fire Department

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evaluated its needs and determined that the design specifications for the two ambulances purchased in 2017 have suited their needs very well and wish to acquire another unit of the same specifications. The two ambulances purchased in 2017 were acquired through Fire Service, Inc. That sales contract included a tag-on option that allowed the City to acquire additional units of a similar build under similar contract terms. Fire Service, Inc. has agreed to honor the tag-on option for the purchase of an additional ambulance at a price of \$148,656 if ordered before March 1, 2020. Additional costs beyond the basic package will be incurred for vehicle striping, lettering, and minor technology components. The total not-to-exceed price for this vehicle, inclusive of all equipment and outfitting, will not exceed the budget allocation of \$155,000.

While adequate funds exist in the Capital Equipment Replacement Fund (420) for this purchase, the City staff will explore the possibility of tax-exempt lease financing for this purchase. If this alternative financing is more fiscally prudent for this purchase, the funding question will be brought back to the City Council prior to delivery of this purchase, which is estimated to be 120 to 160 days upon order.

City Council approval for the purchase and outfitting of this Ford E-450 Wheeled Coach Type III ambulance from Fire Service, Inc. is recommended. Since the Council is being asked to waive competitive bidding, a two-thirds vote is required. [\(Click here for additional information\)](#)

K. ORDINANCES – SECOND READING

1. **Ordinance 2020-009 Authorizing a Tax Increment Financing Development Incentive Agreement with 206 E. Lincoln, LLC (Rosa Balli) for the Rehabilitation of the Property Located at 206 E. Lincoln Highway.**

City Manager's Summary: On January 27, the Council consensus was to proceed to a TIF-funding agreement that provided a forgivable loan of \$216,800 to the Balli family for extensive remodeling on the second floor of 206 E. Lincoln Highway to construct four apartments: one single-bedroom apartment and three two-bedroom apartments. The loan represents 40% of the estimated remodeling cost of \$542,000 and is limited to the reimbursement of costs that are TIF-eligible.

The term of the forgivable loan is 10 years. If, upon the expiration of this Agreement, the TIF incentive has not been completely repaid or forgiven in terms of incremental tax revenue, then the remaining balance becomes a debt due and owing to the City requiring repayment within 120 days of the owners' receipt of written notice from the City. The City may enforce its right of repayment by virtue of (a) a contract action seeking damages for violation of the attached Agreement, or (b) an action for foreclosure of the City's mortgage, or (c) pursuit of such other legal or equitable remedies as provided by law.

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The Council approved this ordinance on first reading on February 10. **City Council approval is recommended.** ([Click here for additional information](#))

L. ORDINANCES – FIRST READING

1. **Ordinance 2020-010 Authorizing the Vacation of 5,774 Square Feet of Public Right-of-Way at John Street and Lincoln Highway, and Sale of Same to Richoz Enterprises, LLC in the Amount of \$8,500.**

City Manager Summary: As explained in the Public Hearing portion of this Agenda, this ordinance contemplates the transfer of a portion of unused right-of-way at the south end of John Street to the adjacent owners – Arch and Joan Richoz. The Richozs converted the area with the City’s consent to private parking in 2007 at considerable personal expense. They have leased the parcel and maintained the parking area in good condition, and at their sole expense, ever since. The purchase price is \$8,500.

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

2. **Ordinance 2020-011 Amending Chapter 51 “Traffic”, Schedule C “Parking Prohibited”, Section 18 “No Parking at Any Time Except For Residents: Tow Zone”, and Schedule E “Limited Parking”, Subsection “Ten Minutes, for the Purpose of Loading and Unloading Persons”, as it Pertains to a Parking Restriction for Portions of Barb Boulevard, and the Entirety of Hedge Drive, Loren Drive, Northern Court, and University Drive.**

City Manager’s Summary: Several quite different neighborhoods are interested in the restriction of non-resident parking, without the need for registering individual guest vehicles. Since the restrictions they contemplate are included in the same Municipal Code “Traffic” provisions, only one ordinance is necessary.

The issues and proposed resolutions are as follows:

- a. Residents of Barb Boulevard want resident-only parking along their frontage and across from the Huntley Middle School athletic fields but appreciate the need for temporary loading and unloading of athletic equipment, especially during the warmer months of the year.
- b. Residents of Loren Drive prefer resident-only parking along their frontages because of a parking overflow from nearby higher density housing. However, they are not fully supportive of the restrictive on-street parking provisions of the Safe Streets Initiative.

For both areas, the proposed ordinance changes would typically restrict adjacent, on-street parking to residents. However, an “automatic” temporary

guest permit system is proposed to allow the issuance of such permits on the request of the homeowner. Each house would be issued 12 guest permits; they would carry no cost and would be effective for 36 hours.

- c. Finally, on Barb Boulevard, a loading zone on the south side allowing up to 10 vehicles simultaneously, each for 10 minutes, has been added to facilitate convenience for sports teams and fans needing time to load and unload people and equipment (see attached map).

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

3. Ordinance 2020-012 Approving a Special Use Permit for the Co-Location of Cell Antennas and Associated Equipment at 1500 S. 7th Street (Verizon Wireless).

City Manager's Summary: The applicant, Dolan Realty Advisors, LLC, on behalf of Verizon Wireless, is requesting approval of a special use permit in order to install cell antennas on the existing 300-foot-tall AT&T lattice tower located at 1500 S. Seventh Street. The antenna will provide enhanced cellular connectivity for Verizon customers in the southern portion of DeKalb.

The Planning and Zoning Commission held a public hearing regarding the petition at their meeting on February 5, 2020. By a vote of 5 to 0 (Commissioners Buckley and O'Flaherty were absent) the Commission recommended approval of a special use permit for cellular antennas on the AT&T Tower located at 1500 S. Seventh Street per the plans submitted with the staff report.

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

M. REPORTS AND COMMUNICATIONS

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

N. EXECUTIVE SESSION

None.

O. ADJOURNMENT

[FULL AGENDA PACKET](#)

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