RESOLUTION 2016-113         PASSED: OCTOBER 10, 2016

AUTHORIZING THE CITY MANAGER OF THE CITY OF DEKALB TO SUBMIT AN APPLICATION FOR THE DEKALB COUNTY COMMUNITY FOUNDATION ECONOMIC DEVELOPMENT GRANT.

WHEREAS, the City of DeKalb is continuously engaged in economic development planning and programming, and

WHEREAS, the DeKalb County Community Foundation offers an Economic Development Grant for the purpose of planning or implementation of economic development initiatives, and

WHEREAS, the City of DeKalb has adopted the 2025 Strategic Plan, which contains elements related to economic development, and

WHEREAS, the City of DeKalb has a newly comprised Economic Development Commission that will undergo the creation of an implementation strategy for specific elements of the 2025 Strategic Plan, and

WHEREAS, the Economic Development Grant could be used to fund a consultant to facilitate the planning process for the creation of the implementation strategy, and

WHEREAS, the City of DeKalb would negotiate terms for consulting at a later date should the grant be awarded.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF DEKALB, ILLINOIS:

Section 1: The City Council of the City of DeKalb hereby authorizes and directs the City Manager of the City of DeKalb to execute all documents and applications and to take all steps required to apply for the DeKalb County Economic Development Grant, and directs the City's staff to take all steps necessary in furtherance thereof, and

Section 2: That this Resolution shall become effective immediately upon its passage and recording by the City Clerk.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois, at a Regular meeting thereof held on the 10th day of October, 2016, and approved by me as Mayor on the same day. Passed by a 5-1-2 roll call vote. Aye: Finucane, Snow, Noreiko, Faivre, Rey. Nay: Jacobson. Absent: Marquardt, Baker.

ATTEST:

JENNIFER JEEP JOHNSON, City Clerk

JOHN A. REY, Mayor
Exhibit A

Describe the project:

In February of 2016, the City of DeKalb adopted a 2025 Strategic Plan that outlines five Visions with goals and strategies to guide policy, budgeting, and programming across the organization for the next ten years. The second vision of the 2025 Strategic Plan is directly related to economic development and relates the City's collaborative vision for “Community Vitality and a Vibrant Downtown.” This vision recognizes that DeKalb’s neighborhoods, downtown, and NIU campus are interconnected in a dynamic interplay of energy and creativity that will help with retention and attraction of businesses with living wage jobs.

Following adoption of the 2025 Plan the Mayor and City Council have re-organized Citizen Commissions who assist the Council in working to build the community. The City has a newly comprised Economic Development Commission (EDC) that will be tasked with the creation of an implementation strategy to achieve economic development elements of the 2025 Plan.

The City will contract Northern Illinois University’s Center for Governmental Studies (CGS) to facilitate a series of EDC sponsored workshops that will identify achievable goals and actions for the next 24 months. This Economic Development Implementation Strategy will serve as a guiding document for the EDC, Council, and staff to reference and monitor progress against. The requested budget of $10,000 will be used to cover the cost of contracting CGS.

Objectives: List measurable objectives for your project and the activities and time frames planned to meet those objectives. If this is an implementation grant request, reference the sections of the current economic development plan on which this implementation grant is based.

The objective of this project is to create a guiding document that builds upon the City’s existing 2025 Strategic Plan, and outlines an implementation process through an actionable agenda of tasks. The City Council will appoint the new Economic Development Commissioners at the October 10, 2016 City Council meeting. They are charged with the goal to create an implementation strategy within 90 days of the initial meeting with CGS.

1. The first meeting of the newly comprised Commission will be held the week of October 25, 2016

2. A contract with CGS would be executed in November 2016

3. Public Meetings would be held in November and December 2016

4. In January or February of 2017 the Commission will review the CGS work, hold public discussion meetings and forward a plan to City Council for consideration. It is expected the document will:

   • Identify the EDC role in 2025 Strategic Plan economic development goals.
   • Prioritize goals, identifying long term and short term strategies for each.
   • Identify potential community partners for each.
   • Devise a strategy to begin dialogue with community partners.
A final document would be reviewed by the Commission, and discussed in public forum.

Qualifications: Describe the qualifications of key personnel involved in the project. How is the organization or how are the consultant(s) involved in the project specifically qualified to execute the proposed planning process or project?

The EDC was reconstituted via ordinance in August of 2016 with refined member composition, role, and duties. The Council will appoint a new Commission in October representing a wider depth of industry and ex-officio commissioners to represent civic organizations and our community development partners. The Commission is asked to ascertain and distill opinions from community leaders and provide recommendation to the Council on business climate policies, and to be able to assist in business retention and recruitment strategies. The 2025 Strategic Plan recognizes the diversity of the City as a strength and inclusivity is a goal in formation of the Commission. The EDC will represent several industries including: agribusiness, banking and finance, real estate and development, retail, tourism, hospitality, education, industrial, medical, and workforce development.

The primary CGS staff that will be working with the EDC and City staff are research associates Mim Evans and Melissa (Mel) Henriksen. Mim Evans has a background in economic and community development, and urban planning. She has been involved in several initiatives in DeKalb County and beyond. Her experience working with the community provides an invaluable asset to this project. Mel Henriksen has a diverse background including economic and community development, technical assistance, strategic and comprehensive planning, and grant writing. She has worked with governmental organizations at all levels and been involved in both local and federal grant programs.

The City staff that will serve as a liaison to the EDC will be Community Development Director, Ellen Divita, and Economic Development Planner, Jason Michnick. Ellen Divita has worked in several communities in economic and community development. Jason Michnick has a background in economics and public administration. He will also serve as the primary liaison to CGS during the project.

Evaluation: How do you plan to evaluate the success of your project especially in light of the project’s objectives? Applicants and/or partners may be asked to present or share results of their project process and results as appropriate with other participating municipalities and communities.

In addition to identifying tasks that would be implemented to achieve the goals and strategies outlined in the 2025 Strategic Plan, the Economic Development Implementation Plan will also include timetables and checkpoints. The measurement tools for identifying the success of tasks and goals will be identified through the planning process.

Collaboration: Explain the details of your project’s collaboration with other organizations or programs within the community. Explain how your project is leveraging local funding.

This project will be a collaborative effort between the City of DeKalb, the Center for Governmental Studies, and the City’s Economic Development Commission. The members of the EDC will be comprised of representatives from both public and private organizations throughout the community. The Implementation Strategy will outline specific collaborative opportunities, programs, and tasks that can be taken that would improve the vitality of the local economy. Although the project will be between the
EDC, City, and CGS, other organizations and institutions in the community will be encouraged to participate in the planning process.

Letter of Support -

Will be sent to DCCF following approval of resolution at the October 10th City Council Regular Meeting.