

Tuesday, January 9, 2024

Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

City Council Chambers, Room 108

200 South Illinois Avenue

Carbondale, Illinois 62901

6:00 p.m.

1. Preliminaries to the Local Liquor Control Commission Meeting

Subject : 1.1 Roll Call

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Procedural

Public Content

2. Citizens' Comments for the Local Liquor Control Commission

Subject : 2.1 Citizen Comments for the Liquor Commission

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type :

Public Content

Citizens comments for the Local Liquor Control Commission

3. General Business of the Local Liquor Control Commission

Subject : 3.1 Local Liquor Control Commission Meeting Minutes from December 12, 2023

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action

Recommended Action : Approve the minutes from the Local Liquor Control Commission meeting of December 12, 2023

Public Content

Originating Department: City Clerk's Office

File Attachments

[Local Liquor Control Commission Meeting Minutes 12 December 2023.pdf \(160 KB\)](#)

3. General Business of the Local Liquor Control Commission

Subject : 3.2 Change in Corporate Officers of Uffelman Corporation d/b/a Reel Lucky and Key West

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action

Recommended Action : Approve the Change in Corporate Officers for Uffelman Corporation d/b/a Reel Lucky and Key West, contingent upon receipt of any outstanding items, in accordance with 2-4-13 of the Carbondale Revised Code, or deny the change in corporate officers based on one or more provisions of the Liquor Code

Public Content

Originating Department: City Clerk's Office

Background:

The City Clerk's Office has been contacted by the Uffelman Corporation, which operates both Reel Lucky and Key West, about a total change in corporate officers. The new president and sole officer is Hetal Patel following Dan Reardon's sale of all shares of Uffelman Corporation.

A background check was performed and there is nothing that would preclude this new officer from holding a liquor license. Section 2-4-13 of the Carbondale Revised Code requires the approval of the Local Liquor Control Commission for "Any changes in partners, officers, directors, persons holding directly or beneficially more than five percent (5%) of the stock or ownership interest, or managers of establishments".

File Attachments

[2-4-5 CRC Procedure for Criteria for Issuing a License.pdf \(20 KB\)](#)

[2-4-4 Ineligibility for License - State Liquor Code Section 235 ILCS 5.6.2 - Issuance of licenses to certain persons prohibited.pdf \(91 KB\)](#)

[2-4-13 Change in Ownership.pdf \(19 KB\)](#)

3. General Business of the Local Liquor Control Commission

Subject : 3.3 Application for a Temporary Not-For-Profit Special Use Permit to the Carbondale Chamber of Commerce for the 2024 Annual Banquet

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action

Recommended Action :

Approve the temporary not-for-profit special use permit for the Carbondale Chamber of Commerce Banquet on February 16 from 5:30 to 9:00 p.m. at the SIU Student Center Ballrooms or deny the license based on one or more provisions of the liquor code

Public Content

Originating Department:

City Clerk's Office

Background:

The Carbondale Chamber of Commerce applied for a not-for-profit special event temporary liquor license for their annual banquet to be held at the SIU Student Center Ballrooms on February 16 from 5:30 to 9:00 p.m. This event will permit the serving of alcohol along with food while Chamber members are receiving various awards. The certificate of insurance and fee are the only outstanding items. This entity applied for and received a temporary liquor license at the same location for this annual event and there were no reported issues.

Below are the criteria for issuing or denying a liquor license per the Carbondale Revised Code.

The Commission may grant a liquor license, contingent upon receipt of outstanding items if it is determined that the grant of the license would not be detrimental to the general welfare of the City. The Commission may deny an application if it finds one or more of the following:

- 1.The application does not contain all the information, supporting documents, or fees required by this title.
- 2.The issuance of the license would be in violation of any part of this title.
- 3.The applicant does not have sufficient financial assets to maintain the proposed liquor establishment or has demonstrated insufficient financial responsibility.
- 4.The applicant is a convicted felon who has not been adequately rehabilitated.
- 5.The issuance of the license can reasonably be expected to create excessive noise, traffic, parking, or litter problems.
- 6.The applicant has a history of problems with regard to violations of health regulations, laws, and ordinances at prior establishments owned or managed by the applicant.
- 7.The building in which the applicant seeks to operate does not meet building and zoning code ordinances and regulations.
- 8.The issuance of the license can reasonably be expected to create a nuisance such as excessive and repeated breaches of the peace.
- 9.The applicant has previously had a liquor license revoked or suspended in this or any other state or jurisdiction.
- 10.The applicant is seeking a restaurant license and does not provide sufficient facilities or menu items to operate as a restaurant.

Conditions On Issuance: If the Commission finds that any change in the applicant's plans is/are needed to create grounds for the issuance of such license, the Commission may require such change(s). A condition on the granting of a license and the failure of the applicant at any time to adhere to or perform such condition shall be considered a violation of this title.

File Attachments

[2-4-5 CRC Procedure for Criteria for Issuing a License.pdf \(20 KB\)](#)

[2-4-4 Ineligibility for License - State Liquor Code Section 235 ILCS 5.6.2 - Issuance of licenses to certain persons prohibited.pdf \(91 KB\)](#)

[Chamber of Commerce Temporary Liquor License Application for Chamber Banquet on February 16 - 09 January 2024.pdf \(181 KB\)](#)

4. Adjournment of the Local Liquor Control Commission

Subject :

4.1 Time of Adjournment for Local Liquor Control Commission

Meeting :

Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Procedural

Public Content

5. Preliminaries to the City Council Meeting

Subject : 5.1 Roll Call
Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type : Procedural

Public Content

5. Preliminaries to the City Council Meeting

Subject : 5.2 Citizens' Comments and Questions
Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type : Procedural

Public Content

Citizens may address the City Council for up to four minutes on any agenda item. Public comments will be accepted for a maximum of 30 minutes per item. Those wishing to address the City Council should raise their hand to be recognized by the Mayor prior to approaching the podium. Speakers should provide their names for the minutes and end their comments when the four-minute time limit is announced. The Council may suspend or waive the speaker time limit with the consent of a majority of Council members present and are not required to respond to public remarks during the meeting.

5. Preliminaries to the City Council Meeting

Subject : 5.3 Council Comments, General Announcements, and Proclamations
Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type : Procedural

Public Content

General Comments from the City Council and City Manager. Proclamations, Special Recognition, and Oaths of Office will periodically be administered at this time.

6. Public Hearings and Special Reports

Subject : 6.1 Presentation to the City Council on Shotspotter Respond Gunshot Detection, Location, and Forensic Analysis Service

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Discussion, Information

Goals : [Goal #5: Provide high-quality City infrastructure](#)
[Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services](#)

Public Content

Originating Department: City Manager / Police

Background:

At the request of the City Council, Staff has prepared the following presentation from Shotspotter to review their gunshot detection technology. Staff requests that the City Council participate in a discussion with the presenters to help formulate decisions on the possible future use of the technology.

File Attachments

[ShotSpotter Sole Source Information - 2024-01-09.pdf \(188 KB\)](#)

6. Public Hearings and Special Reports

Subject : 6.2 Introduction and Presentation by Dianah McGreehan - Director of Violence Prevention Programs

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Discussion, Information

Goals : [Goal #2: Establish programs, processes, and networks to address diversity, inclusion, equity, and justice](#)
[Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services](#)
[Goal #1: Provide a high quality-of-life and foster a sense of community for all residents](#)

Public Content

Originating Department: City Manager

Background:

On October 16, 2023, Dianah McGreehan began her role as Director of Violence Prevention Programs. Dianah will discuss progress that she's made to-date and will inform the City Council of future plans that are currently underway.

7. Consent Agenda of the City Council

Subject : 7.1 City Council Meeting Minutes from December 12, 2023

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action (Consent)

Recommended Action : Approve the minutes from the Special and Regular City Council meetings on December 12, 2023

Public Content

Originating Department: City Clerk's Office

File Attachments

[Special City Council Meeting Minutes 12 December 2023.pdf \(177 KB\)](#)
[Regular City Council Meeting Minutes 12 December 2023.pdf \(233 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.2 Acceptance of Approved Meeting Minutes from Boards, Commissions, and Committees

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action (Consent)

Recommended Action : Accept the approved meeting minutes from Boards, Commissions, and Committees and place them on file.

Public Content

Originating Department:

Background:

Attached for City Council review and acceptance are approved meeting minutes from the following Boards, Commissions, and Committees:

Board of Fire and Police Commissioners: September 21, October 19, and November 6, 2023

Foreign Fire Insurance Board: August 10 and November 2, 2023

Library Board of Trustees: October 11, 2023

Human Relations Commission: August 7 and October 2, 2023

File Attachments

[Board of Fire and Police Commissioners Meeting Minutes 2023-09-21.pdf \(240 KB\)](#)
[Board of Fire and Police Commissioners Meeting Minutes 2023-10-19.pdf \(272 KB\)](#)
[Board of Fire and Police Commissioners Meeting Minutes 2023-11-06.pdf \(128 KB\)](#)

[Foreign Fire Insurance Board Meeting Minutes 2023-08-10.pdf \(282 KB\)](#)
[Foreign Fire Insurance Board Meeting Minutes 2023-11-02.pdf \(284 KB\)](#)
[Carbondale Public Library Board Meeting Minutes 2023-10-11.pdf \(35 KB\)](#)
[Human Relations Commission Meeting Minutes 2023-08-07.pdf \(152 KB\)](#)
[Human Relations Commission Meeting Minutes 2023-10-02.pdf \(146 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.3 Approval of Warrant for the Period Ending: 12/08 /2023 for the FY 2024 Warrant 1474 in the Total Amount of \$2,364,399.01

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action (Consent)

Recommended Action : Accept the following report of payments made for the period ended: 12/08/2023 totaling \$2,364,399.01

Goals : [Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services](#)

Public Content

Originating Department: Finance

Background:

File Attachments

[Warrant 1474 2024-01-09.pdf \(340 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.4 Approval of Warrant for the Period Ending: 12/22 /2023 for the FY 2024 Warrant 1475 in the Total Amount of \$1,719,936.33

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action (Consent)

Recommended Action : Accept the following report of payments made for the period ended: 12/22/2023 totaling \$1,719,936.33

Goals : [Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services](#)

Public Content

Originating Department: Finance

Background:

File Attachments

[Warrant 1475 2024-01-09.pdf \(388 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.5 Approval of Wells Fargo Warrant for the Period Ending 10/31/2023 FY 2024 Warrant # WF 10/2023 in the amount of \$125,431.53
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action (Consent)
Recommended Action :	Accept the following report of payments made for the period ended: 10/31/2023 totaling \$125,431.53
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

File Attachments

[Wells Fargo 10-2023 2024-01-09.pdf \(205 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.6 Approval of Wells Fargo Warrant for the Period Ending 11/30/2023 FY 2024 Warrant # WF 11/2023 in the amount of \$176,285.91
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action (Consent)
Recommended Action :	Accept the following report of payments made for the period ended: 11/30/2023 totaling \$176,285.91
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

File Attachments

7. Consent Agenda of the City Council

Subject :	7.7 Ordinance Approving a Budget Adjustment to Increase the Fire Department's FY2024 Budget in the Amount of \$10,685
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action (Consent)
Recommended Action :	Approve a Budget Adjustment to Increase the Fire Department's FY2024 Budget in the Amount of \$10,685

Public Content

Originating Department: Fire Department

Background:

At the September 13, 2022, City Council meeting the Council accepted (6-0) a grant from the U.S. Department of Homeland Security in the amount of \$27,636.36 for a fire gear washer/extractor, gear dryer, and installation at Fire Station #1; and approved a budget adjustment to increase the fire department's FY23 budget in the amount of \$30,400.

At the March 28, 2023, meeting, the Council approved (6-0) the award of purchase for a fire gear washer /extractor and gear dryer to Dingus Fire Company in the amount of \$19,715.

The remaining funds of \$10,685 are needed to complete the installation of the fire gear washer/extractor and gear dryer. The attached budget adjustment will add those funds to the approved FY2024 budget.

Recommended Action:

Approve a budget adjustment to increase the fire department's FY2024 budget in the amount of \$10,685.

File Attachments

[An Ordinance Increasing the FY24 General Fund Fire Protection Budget in the Amount of \\$10,685 2024-01-09.pdf \(123 KB\)](#)

[Exhibit A - Homeland Security Grant gear washer extractor 2024.01.09.pdf \(124 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.8 Resolution Authorizing the City Manager to Enter into a Code Compliance Tax Increment Financing Agreement with Ho Chung Kim for a Redevelopment Project at 217 South Illinois Avenue
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action (Consent)
Recommended Action :	Approve a Resolution Authorizing the City Manager to Enter into a Code Compliance Tax Increment Financing Agreement with Ho Chung Kim for a Redevelopment

Project at 217 South Illinois Avenue

Goals :

[Goal #4: Encourage progressive economic development, tourism, arts, and entertainment](#)

[Goal #8: Use the downtown master plan as a guide to revitalize the City Center](#)

Public Content

Originating Department: Economic Development

Background:

On December 27, 2012, the City Council approved an ordinance adopting tax increment financing (TIF) for Illinois-University Corridor TIF #2. This ordinance allows property tax revenue created by new development within the project area to be held in a special City fund to pay for certain redevelopment expenses. One use of the increment funds is to reimburse private developers for eligible redevelopment project costs. The State statutes governing TIF specify eligible redevelopment project costs that include property acquisition, demolition, site preparation, environmental cleanup, remodeling and rehabilitation of existing buildings, and a portion of interest costs from financing. The cost of new building construction is not an eligible expense.

On April 25, 2023, the City Council approved a resolution creating the TIF-Funded Downtown Property Code Compliance Incentive Program. The intent of this program is to encourage commercial property owners to improve downtown buildings, in an effort to develop a revitalized downtown.

The redevelopment agreement between the City and the developer specifies the reimbursement terms for each individual project. Attached for consideration by the City Council is a redevelopment agreement between the City and Ho Chung Kim to reimburse Ms. Kims new tenant and designee, Doug McDonald, a portion of the costs to redevelop property at 217 South Illinois Avenue. Ms. Kim owns the parcel where Leather World and a vacant retail building are located and is closing Leather World. Mr. McDonald has sold the building where Phoenix Cycle was originally located and is moving his business to this location and utilizing both buildings.

Code Compliance Program funds will also be used to redevelop this parcel. The subject property is located within TIF #2 and as a result, the developer is eligible to receive reimbursement through TIF. Under the terms of the redevelopment agreement, the City will reimburse the developer for eligible costs up to \$50,000 to cover the expense of bringing this property up to code.

Objectives of the TIF Redevelopment Plan include reduction or elimination of blighting conditions, enhancing the real estate tax base, and encouraging private investment in the redevelopment project area. Development of the subject property as proposed by Ho Chung Kim represents a substantial contribution to all of these objectives.

Recommended Action:

It is recommended that the City Council approve a Resolution Authorizing the City Manager to Enter into a Code Compliance Tax Increment Financing Agreement with Ho Chung Kim for a Redevelopment Project at 217 South Illinois Avenue.

File Attachments

[TIF Development Agreement 217 S Illinois Ave 2024 01 09.pdf \(11,801 KB\)](#)

[Resolution Approving a TIF Development Agreement at 217 S Illinois Ave - 2024-01-09.pdf \(194 KB\)](#)

7. Consent Agenda of the City Council

Subject :

7.9 Ordinance Authorizing a Budget Adjustment to the FY 2024 Water and Sewer Fund Budget in the Amount of \$54,869 for Installation of Pump Motors and Pump Repairs

Meeting :

Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action (Consent)

Recommended Action : Approve an Ordinance Authorizing a Budget Adjustment to the FY 2024 Water and Sewer Fund Budget in the Amount of \$54,869 for Installation of Pump Motors and Pump Repairs

Goals : [Goal #5: Provide high-quality City infrastructure](#)
[Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services](#)

Public Content

Originating Department:Public Works - Utilities

Background:

In April 2023, the City Council approved funding for unbudgeted expenses totaling \$107,047 related to a severe rain event on March 4, 2023 at the Southeast Wastewater Treatment Plant (SEWWTP) that caused significant flooding. Additional funds are needed to cover pump and motor installation costs and pump repairs which have totaled \$54,869.

Staff has waited to ensure no further invoices will be forthcoming as a result of this event. These invoices have been paid using maintenance funds in the SEWWTP budget, however these funds need to be replenished.

The City's insurance provider was notified in April and there may be reimbursement for these expenses.

CRC 1-6-13-E-3 allows an exception to the formal bidding process "in emergencies involving public health, public safety, or where immediate expenditure is necessary for repairs to city property in order to protect against further loss or damage to city property or to prevent or minimize serious disruption in city services. Where funds of this nature are expended in an emergency by purchase, contract, or otherwise, the city council shall be notified of the expenditure and the justification of such expenditure."

File Attachments

[updated Inv_INV29465_Carbondale SEWWTP JD Engine Install 8-21-23.pdf \(491 KB\)](#)
[Inv_INV30079 from C and C Pumps Supply Inc. 31832.pdf \(415 KB\)](#)
[Exhibit A Budget Adjustment for SEWWTP Pump Repair and Motor Installation Services 2024.01.09.pdf \(16 KB\)](#)
[Ordinance Authorizing a Budget Adjustment for the Waterworks and Sewerage Fund for FY2024 2024.01.09.pdf \(16 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.10 Approve the Removal of Asphalt Overlays to Monroe Street to Restore a Brick Street

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action (Consent)

Recommended Action : Approve the removal of asphalt on Monroe Street to restore the original brick street.

Goals : [Goal #5: Provide high-quality City infrastructure](#)
[Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services](#)
[Goal #1: Provide a high quality-of-life and foster a sense of community for all residents](#)

Public Content

Originating Department: City Manager - Public Works - Engineering

Background:

The City Council's Vision 2030 includes an initiative to "explore restoration of brick streets". There are a number of original brick streets surrounding the Town Square, many of which have been covered with asphalt overlays over the years. Removal of existing asphalt will require careful excavation of the existing surface to reduce damage to the underlying bricks. Staff has considered the streets available to test asphalt removal on and would like to begin with Monroe Street between Poplar and University. The current Pavement Management Plan indicates that Monroe's condition is the third worst in the city limits. Further, if the asphalt removal damages the underlying bricks too badly, this street is small enough that a new asphalt overlay could be installed in the upcoming construction season.

If approved, Staff will remove the asphalt with existing staff which we expect will cost approximately \$10,000. Additional factors for Council to consider include:

- Brick streets produce a historic look that is appealing to residents and visitors.
- Brick streets have proven to be very durable.
- Brick streets help with traffic calming as vehicles tend to drive more slowly.

- Brick streets create more road noise and are a source of complaints from residents and drivers.
- Brick streets limit accessibility.
- Brick streets aren't bicycle friendly.
- Brick streets are costly to patch when needed.

7. Consent Agenda of the City Council

Subject :	7.11 Adopt City Council Vision 2030
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action (Consent)
Recommended Action :	Adopt Vision 2030.
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: City Manager

Background:

On September 15, 2023, the City Council participated in a retreat that was held at the SIU Student Center. Following discussion of goals and strategies, the City Council agreed to eight overarching goals with respective strategies to achieve them. Once adopted, Staff will begin incorporating the goals into various programs and work plans.

File Attachments

[FINAL - Vision 2030 - 2023-01-09.pdf \(396 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.12 Approval of Consent Agenda Items
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action (Consent)
Recommended Action :	Approve all Consent Agenda items not pulled for separate consideration

Public Content

8. General Business of the City Council

Subject :	8.1 City Council Discussion and Approval of a Process to Administer Community Agency Funding Requests for the FY2025 Fiscal Year Budget
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action
Recommended Action :	Discuss and approve a process to administer community agency funding request for the FY25 budget year.
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services Goal #2: Establish programs, processes, and networks to address diversity, inclusion, equity, and justice Goal #1: Provide a high quality-of-life and foster a sense of community for all residents

Public Content

Originating Department: City Manager

Background:

The City Council has approved annual requests for funding from various community agencies for many years. The general process is that following Council's decision on which agencies can apply for funding, City Staff publishes a notice of funding opportunity, sends a letter to past grant recipients, and makes the application available online. Following the grant deadline, Staff reviews the applications and makes recommendations to Council regarding funding amounts; City Council makes the final funding determinations. Following adoption of the annual budget, contracts with the funded agencies are executed which contain performance measures and deliverables as well as the requirement to submit quarterly reports to the City.

The process has been amended at various times in the past to make it more efficient and to ensure that grant dollars are spent wisely. At the March 14, 2023 Council meeting there was a discussion about the current funding process and how it could be improved. Specifically, there were there were three recurring ideas that included:

- The need to add more accountability to the process
- Focusing mainly on services to Carbondale residents
- Reducing duplication of services

Staff has reviewed the current process and application(attached) for possible changes. The current contract could be improved to allow more contingencies for staff to hold vendors accountable, however the existing contract does provide enough authority to provide remedies for non-performance. As such, Staff's main recommendation would be to strictly enforce the contracts going forward.

As an example, over the past several years City Staff have been very aggressive in identifying and securing grant funds from numerous state and federal agencies, totaling nearly \$40 million in grant awards. Following grant award, all federal and state agencies require an official grant agreement (example attached) which stipulates the terms of the grant award (EDA example attached). These contracts are administered by an agency representative who has the final authority to require performance measures, data, reports, financial information, or any other information that is needed to ensure that the grantee is performing in conformance with the grant program. Applying those same processes to City-funded programs would allow Staff more authority to ensure that City funds are spent in conformance with the agency's grant proposal.

In addition, Council could consider targeting available funds to certain services. For example, there have been numerous past grant proposals focusing on food insecurity. In order to be more efficient with the use of City funds, the City Council could limit funding to certain programmatic areas like food insecurity, homelessness, youth programs, etc. Doing so could potentially limit the number of applicants or could incentivize groups to work collaboratively to achieve the same goal.

Attached are examples of the documents that are currently used to manage the community agency funding process. Staff requests that the City Council discuss the process and provide guidance to Staff so the FY25 process can begin.

File Attachments

[Community Agency Funding Contract Template - 2024-01-09.pdf \(212 KB\)](#)

[FY2023 Funding Letter.pdf \(179 KB\)](#)

[Community Organization Funding Application.pdf \(405 KB\)](#)

[4. EDA Construction STCs \(Mar 22 2021\) \(w Part III DOC STCs\).pdf \(845 KB\)](#)

8. General Business of the City Council

Subject :	8.2 A Resolution Approving and a Resolution Denying the Carbondale Park District's Request for a Special Use Permit for a Recreation Building at 925 S Giant City Road
Meeting :	Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024
Type :	Action
Recommended Action :	Adopt a Resolution Approving the Carbondale Park District's Request for a Special Use Permit for a Recreation Building at 925 S Giant City Road

Goals :

Goal #1: Provide a high quality-of-life and foster a sense of community for all residents

Goal #6: Enhance residential development/rehabilitation

Public Content

Originating Department: Community Development

Background:

The Carbondale Park District has requested a Special Use Permit to allow for a Recreation Building in the old Lakeland School building at 925 South Giant City Road, with the intent to house the Carbondale Park Districts administrative offices and programming space (PC 24-05). The property is zoned R-1-15, Low-Density Residential, which only allows for a Recreation Building by Special Use Permit.

The Park District has been leasing the building from Carbondale School District 95 since 2022 for this use but now would like to purchase the property and make the use permanent.

In July 2023, the Park District was the winning bidder on the western 3.5 acres of the parcel, containing the Lakeland primary structure, accessory classroom building, and two parking lots.

District 95 plans to retain the eastern 1.22 acres, containing a large pole barn, to use for maintenance and storage. In order to stay compliant with the zoning code, District 95 applied for a rezoning and Special Use Permit.

The sale is pending the outcome of these cases, and a successful subdivision of the parcel.

The three cases were heard by the Planning Commission December 13th, 2023. District 95s requests (PC 24-06 and PC 24-07) follow as distinct agenda items. During the hearing for PC 24-05, three neighbors spoke in opposition of the request, with concerns regarding parking, additional traffic, and lighting. Executive Director Trey Anderson was present and stated his desire to remediate these concerns. Planning Commission chairperson Sandy Litecky recommended those concerned with parking and lighting issues on city street Lakeland Lane, petition the City Council to consider resident parking passes for one or both sides of Lakeland Lane, and/or addition of street lights at that location.

The Planning Commission recommended approval of PC 24-05, a Special Use Permit to allow the Carbondale Park District to operate a Recreation Building, at 925 South Giant City Road.

Attached for City Council review are the following:

1. A Resolution approving and Resolution denying the Special Use Permit with Exhibit A, location map
2. Unapproved minutes of the Planning Commission meeting for the public hearing on PC 24-05
3. Staff report with attachments to the Planning Commission for PC 24-05

File Attachments

[Exhibit A, Location Map for Special Use Request by CPKD for Recreation Building at 925 S Giant City Road, 2024-01-09.pdf \(701 KB\)](#)

[Resolution to Approve SUP for CPKD Rec Building 925 S Giant City Rd 2024-01-09.pdf \(116 KB\)](#)

[Resolution to DENY SUP for CPKD Rec Building 925 S Giant City Rd 2024-01-09.pdf \(117 KB\)](#)

[UNAPPROVED Planning Commission Minutes 12.13.2023 PC 24-05, -06, -07 2024-01-09.pdf \(160 KB\)](#)

[Staff Report PC 24-05 SUP for Rec Building CPKD 2024-01-09.pdf \(8,275 KB\)](#)

8. General Business of the City Council

Subject :

8.3 An Ordinance Approving and a Resolution Denying the Rezoning of Property Belonging to School District #95 at South Giant City Road and East Lakeland Lane, from R-1-15, Low-Density Residential, to AG, General Agriculture

Meeting : Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type : Action

Recommended Action : Adopt an Ordinance rezoning Property Belonging to School District #95 at East Lakeland Lane, from R-1-15, Low-Density Residential, to AG, General Agriculture.

Goals : [Goal #1: Provide a high quality-of-life and foster a sense of community for all residents](#)
[Goal #6: Enhance residential development/rehabilitation](#)

Public Content

Originating Department: Community Development

Background:

Carbondale Elementary School District 95 has requested to rezone land at the rear of their property located at 925 South Giant City Road and Lakeland Lane from R-1-15, Low-Density Residential, to AG, General Agriculture, in order to retain ownership and use of a maintenance building there pending the approval of a Special Use Permit for a Government Building (PC 24-06).

As described previously, District 95 plans to sell the old Lakeland School building and property to the Carbondale Park District. However, District 95 wishes to retain ownership of the rear 1.22 acres, containing a 48- by 96-foot maintenance building housing their maintenance offices and storage. District 95 owns a 5.25-acre parcel behind that, which is zoned AG, General Agriculture. As the maintenance building cannot be approved as a primary structure in the R-1 zoning district where it currently stands, District 95 is requesting to rezone the property to AG, a district that permits Government Building as a special use. If the rezoning is approved, District 95 will conjoin the 1.22-acre parcel with their 5.25-acre parcel in order to meet the 5-acre-minimum requirement of the AG district.

Planning Commission heard PC 24-06 at their December 13th, 2023 meeting. No one spoke in favor of or in opposition to the request. Planning Commission recommended approval of rezoning property at E. Lakeland Lane from R-1-15 to AG, General Agriculture.

Attached for the City Council's review are the following:

- 1) An Ordinance approving and a Resolution denying the rezoning request with Exhibit A, location map
- 2) Unapproved meeting minutes from the Planning Commission meeting
- 3) Staff report to the Planning Commission for PC 24-06

File Attachments

[Staff Report PC 24-06 and 24-07, Dist 95 Rezone and SUP, w attachments, 2024-01-09.pdf \(7,044 KB\)](#)
[Exhibit A, Location Map, District 95 Rezone R-1 to AG, Giant City Rd and Lakeland Ln, 2024-01-09.pdf \(1,399 KB\)](#)

[Resolution to DENY Rezone from R-1 to AG at Giant City Rd and Lakeland Ln, District 95, 2024-01-09.pdf \(116 KB\)](#)

[Ordinance to Approve Rezoning R-1 to AG School District 95 at Lakeland Ln, 2024-01-09.pdf \(148 KB\)](#)
[UNAPPROVED Planning Commission Minutes 12.13.2023 PC 24-05,-06,-07 2024-01-09.pdf \(160 KB\)](#)

8. General Business of the City Council

Subject : 8.4 A Resolution Approving and a Resolution Denying the Carbondale School District 95's Request for a Special Use

Permit for a Government Office for Property at South Giant City Road and East Lakeland Lane

Meeting :

Jan 9, 2024 - Local Liquor Control Commission and Regular City Council Meeting January 9, 2024

Type :

Action

Recommended Action :

Adopt a Resolution approving the Carbondale School District 95's Request for a Special Use Permit for a Government Office for Property at South Giant City Road and East Lakeland Lane

Goals :

Goal #1: Provide a high quality-of-life and foster a sense of community for all residents
Goal #6: Enhance residential development/rehabilitation

Public Content

Originating Department: Community Development

Background:

This is School District #95's request for a Special Use Permit for a Government Office in an AG, General Agriculture, District, for their building at the rear of the property at 925 South Giant City Road.

District 95 operates four distinct school campuses, in various parts of town. Although the District no longer utilizes the Lakeland School building for its administrative offices, the maintenance building at the rear of the property was built relatively recently and continues to serve as storage and office space for the maintenance of the Districts four properties.

The Planning Commission heard this case at their meeting December 13th, 2023, and voted to recommend approval of the Special Use Permit.

As a government office is permitted as a special use in AG district and not in the current R-1 district, this Special Use Permit would only be valid with the approval of the rezoning application (PC 24-06) by City Council and the successful division and conjoining of land described in that case.

Attached for City Council review are the following:

- 1) A Resolution approving and a Resolution denying the SUP application and Exhibit A, Location Map
- 2) Unapproved Planning Commission meeting minutes for PC 24-07
- 3) Staff Report

File Attachments

[Exhibit A, Location Map, District 95 SUP Govt Office, Giant City Rd and Lakeland Ln, 2024-01-09.pdf \(1,399 KB\)](#)

[Staff Report PC 24-06 and 24-07, Dist 95 Rezone and SUP, w attachments, 2024-01-09.pdf \(7,044 KB\)](#)

[Resolution to Approve SUP for District 95 Govt Building E Lakeland - S Giant City Rd 2024-01-09.pdf \(122 KB\)](#)

[Resolution to DENY SUP for District 95 Govt Building E Lakeland - S Giant City Rd 2024-01-09.pdf \(116 KB\)](#)

9. Adjournment of the City Council Meeting

Subject : 9.1 Adjourn meeting
Meeting : Jan 9, 2024 - Local Liquor Control Commission and
Regular City Council Meeting January 9, 2024
Type : Procedural

Public Content

The Mayor will declare the meeting adjourned.