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Tuesday, August 8, 2023
Regular City Council Meeting August 8, 2023

City Council Chambers, Room 108
200 South Illinois Avenue
Carbondale, Illinois 62901
6:00 p.m.

1. Preliminaries to the City Council Meeting

Subject	1.1 Roll Call
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Procedural

1. Preliminaries to the City Council Meeting

Subject **1.2 Citizens' Comments and Questions**

Meeting Aug 8, 2023 - Regular City Council Meeting August 8, 2023

Type Procedural

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.

1. Preliminaries to the City Council Meeting

Subject **1.3 Council Comments, General Announcements, and Proclamations**

Meeting Aug 8, 2023 - Regular City Council Meeting August 8, 2023

Type Procedural

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

3. Consent Agenda of the City Council

Subject	3.1 City Council Meeting Minutes from July 25, 2023
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action, Action (Consent)
Recommended Action	Approve the minutes from the City Council meeting of July 25, 2023
Originating Department: City Clerk's Office	

File Attachments
Regular City Council Meeting Minutes 25 July 2023.pdf (187 KB)

3. Consent Agenda of the City Council

Subject	3.2 Approval of Warrant for the Period Ending: 07/21/2023 for the FY 2024 Warrant 1464 in the Total Amount of \$2,190,954.43
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Accept the following report of payments made for the period ended: 07/21/2023 totaling \$2,190,954.43
Goals	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services
Originating Department:	Finance
Background:	

File Attachments
Warrant 1464 2023-08-08.pdf (357 KB)

3. Consent Agenda of the City Council

Subject	3.3 Acceptance of Approved Meeting Minutes from Boards, Commissions, and Committees
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Accept the approved meeting minutes from Boards, Commissions, and Committees and place them on file.
Originating Department:	City Clerk's Office

Background:

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

- Planning Commission - January 11, April 5, and April 26, 2023
- Sustainability Commission - March 16, April 20, and May 18, 2023

- File Attachments
- [Planning Commission Meeting Minutes 2023-01-11.pdf \(149 KB\)](#)
 - [Planning Commission Meeting Minutes 2023-04-05.pdf \(149 KB\)](#)
 - [Planning Commission Meeting Minutes 2023-04-26.pdf \(163 KB\)](#)
 - [Sustainability Commission Meeting Minutes 2023-03-16.pdf \(333 KB\)](#)
 - [Sustainability Commission Meeting Minutes 2023-04-20.pdf \(316 KB\)](#)
 - [Sustainability Commission Meeting Minutes 2023-05-18.pdf \(329 KB\)](#)

3. Consent Agenda of the City Council

Subject	3.4 Resolution Dedicating \$386,824 in Motor Fuel Tax (MFT) Funds to Pay for the Partial and Full-Depth Patching on North Washington Street From Oak Street to the Intersection of North Marion Street
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Approve a Resolution Dedicating \$386,824 in Motor Fuel Tax (MFT) Funds to Pay for the Partial and Full-Depth Patching on North Washington Street From Oak Street to the Intersection of North Marion Street
Originating Department: Public Works Engineering	

Background:

This project is budgeted in the FY2024 Community Investment Program (CIP) as ST2404. The justification for this project is that the existing concrete pavement is experiencing some random deterioration of the pavement joints along North Washington Street. This is considered a serious condition and the repairs should be made prior to resurfacing the road.

The FY2024 CIP is programmed to use Motor Fuel Tax (MFT) funds to fund this project. In order to utilize MFT funds the Illinois Department of Transportation requires the City to pass a resolution committing said funds to the construction of the project.

It is recommended that City Council pass a resolution committing \$386,824 in MFT funds for the partial and full-depth patching of N Washington Street from Oak Street to the intersection of N Marion Street.

File Attachments

[N Washington Construction Resolution 2023-08-08.pdf \(243 KB\)](#)

3. Consent Agenda of the City Council

Subject	3.5 Resolution Dedicating \$571,183.50 in Motor Fuel Tax (MFT) Funds to Pay for the Resurfacing of Pinewood Drive
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Approve a Resolution Dedicating \$571,183.50 in Motor Fuel Tax (MFT) Funds to Pay for resurfacing of Pinewood Drive
Originating Department: Public Works Engineering	

Background:

This project is budgeted in the FY2024 Community Investment Program (CIP) as ST2402. The justification for this project is that the existing asphalt surface is experiencing some random cracking and deterioration. This is considered a serious condition that requires resurfacing to extend the life of the pavement and base.

The FY2024 CIP is programmed to use Motor Fuel Tax (MFT) funds to fund this project. In order to utilize MFT funds, the Illinois Department of Transportation requires the City to pass a resolution committing said funds to the construction of the project.

It is recommended that City Council pass a resolution committing \$571,183.50 in MFT funds for the resurfacing of Pinewood Drive

File Attachments

[Pinewood resuracing Resolution 2023-08-07.pdf \(110 KB\)](#)

3. Consent Agenda of the City Council

Subject	3.6 Accept the Carbondale Public Library's Illinois Public Library Annual Report for 2023
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Accept and place on file the 2023 Annual Public Library Report for the Carbondale Public Library
Originating Department: City Clerk's Office	

Background:

The Carbondale Public Library transmitted its annual report for the Council's information; this report includes data about the programming, resources, board membership, and assets of the library, much like the City's annual budget document. The report is submitted by the Library to the State and is provided for informational purposes only.

File Attachments
Illinois Public Library Annual Report 2023.pdf (7,839 KB).

3. Consent Agenda of the City Council

Subject	3.7 Ordinance Authorizing a Budget Adjustment to Increase the Support Services Division for Costs Related to the 2023 Carbondale Halloween Celebration
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Approve An Ordinance Authorizing a Budget Adjustment to Increase the Support Services Division for Costs Related to the 2023 Carbondale Halloween Celebration
Goals	Goal #1: Provide a high quality-of-life and foster a sense of community for all residents 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

Originating Department: Economic Development

Background:

On October 28-29, 2023, the City of Carbondale will host the annual Carbondale Halloween celebration. The goal is to continue the annual signature fall event that was reintroduced in 2018, an event that attracts students, families, and adults from the community and wider region. The event is being planned by a committee made up of representatives from City staff, Carbondale Main Street, Green Earth, Artspace 304 (formerly Carbondale Community Arts), The Varsity Center, Carbondale Park District, local businesses, and the community at large.

In early 2018, in support of the reintroduction of the event, the Carbondale Business Development Corporation voted to donate \$25,000 and pledged an additional \$25,000 in matching funds. The City of Carbondale provided \$25,000 in matching funds. Of those funds, \$12,898 remains unexpended. This budget adjustment to increase Support Services Division FY 2024 budget by the remaining amount is requested to help fund the 2023 Carbondale Halloween event.

File Attachments
An Ordinance Authorizing a Budget Adjustment to Increase the Support Services Division for Costs Related to the 2023 Carbondale Halloween Celebration 2023-08-08.pdf (125 KB)
Exhibit A-Budget Adjustment Carbondale Halloween 2023-08-08.pdf (120 KB)

3. Consent Agenda of the City Council

Subject	3.8 Resolution Authorizing the City Manager to Enter into a Professional Services Agreement with Southern Illinois Historic Preservation of Murphysboro, Illinois to Perform a Survey of Historic and Architecturally Significant Properties within the Northeast Quadrant of Carbondale, Illinois
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Approve a Resolution Authorizing the City Manager to Enter into a Professional Services Agreement with Southern Illinois Historic Preservation of Murphysboro, Illinois to Perform a Survey of Historic and Architecturally Significant Properties Within the Northeast Quadrant of Carbondale, Illinois
Goals	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

Originating Department: Community Development

Background:

The Illinois Department of Natural Resources has awarded the City of Carbondale a grant to conduct a survey of historic and architecturally significant properties within the northeast quadrant of Carbondale, Illinois. The survey results will be incorporated into the City's next Preservation Plan update. The Preservation Plan was adopted by City Council in 2002 and contains the Master List of Historic and Architecturally Significant Properties that is still in use today. While a great deal of effort went into creating the Preservation Plan and Master List, they have gone without being reviewed or updated since 2002. Since this time, the number of historic structures in Carbondale has significantly increased to where a professional consultant would be appropriate to provide a new survey and updates. By cataloging these historic sites, the survey will provide invaluable resources for the Preservation Commission, the Community Development Department, as well as researchers, historians, and architects while helping to foster a deeper understanding of our community's past and helping to guide future preservation efforts.

Southern Illinois Historic Preservation is owned and operated by Dr. Rachel Malcom Ensor and her husband H. Blaine Ensor of Murphysboro, Illinois. They have extensive education and experience in the field of historic preservation and have conducted similar projects of size and scope. They completed a historic district survey of the Historic Logan Neighborhood in Murphysboro, Illinois from 2009-2010. The consultants curated the exhibit "Preservation Summer: Cairo Then and Now" in the Spring of 2010 at the Southern Illinois University Museum in which they won the Landmark Illinois Driehaus Award for education and preservation. Most recently, they helped to create a Downtown Historic District in Murphysboro, Illinois which was added to the National Register of Historic Places on December 20, 2022.

Consultant contract services are an exception to the formal bidding requirements of 1-6-13 of the Carbondale Revised Code.

E. Exceptions To Formal Contract Procedure: The "formal contract procedure" as defined in this section is not required in the following cases:

- 2. Where the services required are for professional or artistic skills pursuant to a written contract

The following documents are attached:

- 1. Resolution
- 2. Professional Services Agreement
- 3. Target Area

File Attachments
[Professional Services Agreement, SI Historic Preservation, 2023-08-08.pdf \(7,159 KB\)](#)
[Resolution Authorizing CM to Enter into a Professional Services Agreement with SI Historic Preservation for Historic Survey- 2023-08-08.pdf \(9 KB\)](#)

[Target Area Map A.pdf \(4,169 KB\)](#)

3. Consent Agenda of the City Council

Subject	3.9 Ordinance Authorizing a Budget Adjustment to Increase the TIF District #2 Division for Costs Related to the 2023 Downtown Mural Project
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Approve An Ordinance Authorizing a Budget Adjustment to Increase the TIF District #2 Division for Costs Related to the 2023 Downtown Mural Project
Goals	Goal #1: Provide a high quality-of-life and foster a sense of community for all residents 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
Originating Department:	Economic Development
Background:	In November 2021, in response to the creation of Carbondale's Downtown Arts & Entertainment District, a committee was assembled with the goal of celebrating Carbondale's creative community. The intent of the Committee is to use funds donated by public and private sources to sponsor the creation of public art downtown. The Committee is comprised of faculty from SIU's College of Art and Design, Artspace 304 board members and staff, and the City of Carbondale's Economic Development Office. To partially fund this effort, City Council approved \$35,000 in TIF #2 funds for Fiscal Year 2023 to be used to offset the cost of murals. During the first call for artists, only one mural was completed at 217 West Walnut in October 2022. The City's contribution to the cost of that mural was \$7,600, leaving \$27,400 in unspent FY 2023 funds. Staff is requesting to increase FY 2024 funds by this unspent amount to cover the cost of two additional murals, one at the Eurma Hayes Center, 441 East Willow (see "Eurma Hayes Artist Rendering 2023-08-08.jpg", and the other at the Wallace Building, 317 East Main (See "Wallace Building Artist Rendering 2023-08-08.jpg"). A second call for artists will be issued in the coming months for 3 additional murals at locations yet to be determined. Our intent is to use the remaining funds in the TIF #2 mural budget to cover the costs of these new murals. Recommendation: It is recommended that Council approve An Ordinance Authorizing a Budget Adjustment to Increase the TIF District #2 Division for Costs Related to the 2023 Downtown Mural Project

File Attachments

[Eurma Hayes Artist Rendering 2023-08-08.jpg \(2,133 KB\)](#)
[Wallace Building Artist Rendering 2023-08-08.jpg \(147 KB\)](#)
[Exhibit A-Budget Adjustment Carbondale Mural Project 2023-08-08.pdf \(119 KB\)](#)
[An Ordinance Authorizing a Budget Adjustment to Increase the TIF District #2 Division for Costs Related to the 2023 Downtown Mural Project 2023-08-08.pdf \(107 KB\)](#)

3. Consent Agenda of the City Council

Subject	3.10 Approval of Consent Agenda Items
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action (Consent)
Recommended Action	Approve all Consent Agenda items not pulled for separate consideration

4. General Business of the City Council

Subject	4.1 Approve an Intergovernmental Agreement with the Carbondale Park District for a City-wide Parks Master Plan
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action
Recommended Action	Approve an intergovernmental agreement with the Carbondale Park District for a city-wide parks master plan.
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
Originating Department:	City Manager/City Attorney
Background:	The approved Community Investment Plan budget includes project OS2302 which would create a master plan for all parks in the City of Carbondale. The master plan would include parks owned and managed by both the City of Carbondale and the Carbondale Park District (CPKD). The CPKD Board Chair and Mayor Harvey have discussed the need to work together on mutually beneficial projects and as a result of their meeting asked the CPKD Executive Director and City Manager to provide options to collaborate. The attached Exhibit A is a proposal by Hutchison Solutions to provide services to create a master plan for all parks in the city. The proposed cost is \$89,700 and will be shared equally between the City and CPKD. There is value in each organization sharing resources for this project in order to: • Reduce costs • Prevent duplication of efforts, services, and amenities • Produce efficiencies in completing future plans Hutchison Solutions was chosen for this project because they have worked previously with the CPKD and also completed a master recreation plan for Cedar Lake earlier this year. The Carbondale Revised Code Title 1-6-13-E-2 provides an exception to the City's formal bidding requirements "where the services provided are for professional or artistic skills pursuant to a written contract". Recommended Action: It's recommended the City Council approve an intergovernmental agreement with the park district to create a master parks plan.

File Attachments
Exhibit A - Hutchison Master Parks Plan Proposal - 2023-08-08.pdf (271 KB) IGA With Park District for Master Parks Plan - 2023-08-08.pdf (261 KB)

4. General Business of the City Council

Subject	4.2 Ordinance Approving a Text Amendment to Title 15 of the Carbondale Revised Code Relative to Murals and the Size, Placement, and Lighting of Signs
Meeting	Aug 8, 2023 - Regular City Council Meeting August 8, 2023
Type	Action
Recommended Action	Approve An Ordinance Approving a Text Amendment to Title 15 of the Carbondale Revised Code Relative to Murals and the Size, Placement, and Lighting of Signs
Goals	Goal #4: Encourage progressive economic development, tourism, arts, and entertainment

Originating Department: Community Development Department

Background:

The City of Carbondale regulates signage within its zoning jurisdiction via Title 15 of the Carbondale Revised Code. The intent of these regulations is to protect public safety, limit unnecessary distraction, and reduce sign confusion that could be caused by signs, while recognizing the needs of the business community (15.4.10.2 Signs - Statement of Purpose).

This case proposes the following amendments to the sign code:

- 1. Define 'mural' and exempt murals from some sign regulations
- 2. Allow architectural signs to rise above the facade of a building
- 3. Allow cabinet signs in the Downtown District
- 4. Allow flashing signs, with some regulations

At the August 2, 2023 meeting, the Planning Commission voted unanimously (5-0) to recommend approval of PC 24-04, with an amendment to the definition of 'Mural'. The proposed definition of 'Mural' now reads:

A painting or other mixed-media work, applied to and made integral with the surface of an exterior wall or fixture such as a fence, usually in an artistic manner.

Attached for City Council review are the following:

- 1) An Ordinance approving a Text Amendment to Title 15 of the Carbondale Revised Code relative to murals and the size, placement, and lighting of signs
- 2) A copy of the staff report to the Planning Commission (PC 24-03)

File Attachments

[Exhibit A, Ordinance Text Amendment Murals and Signs, 2023-08-08.pdf \(523 KB\)](#)

[Ordinance Approving a Text Amendment Relative to Murals and Signs, 2023-08-08.pdf \(125 KB\)](#)

[PC 24-03 Staff Report TA Signs and Murals w Attachments, 2023-08-08.pdf \(1,279 KB\)](#)

5. Adjournment of the City Council Meeting

Subject **5.1 Adjourn meeting**

Meeting Aug 8, 2023 - Regular City Council Meeting August 8, 2023

Type Procedural

The Mayor will declare the meeting adjourned.

Regular City Council Meeting July 25, 2023 (Tuesday, July 25, 2023)

Generated by Jennifer R Sorrell on Wednesday, July 26, 2023

Councilmembers present

Councilmember LaCaje Hill, Councilmember Clare Killman, Councilmember Adam Loos, Councilmember Nancy Maxwell, Councilmember Ginger Rye Sanders, Councilmember Jeff Doherty, and Mayor Carolin Harvey

Meeting called to order at 6:02 PM

1. Preliminaries to the City Council Meeting

Procedural: 1.1 Roll Call

Procedural: 1.2 Citizens' Comments and Questions

Citizens addressing the City Council included Vanessa Sneed, Tony Holsey, Corinne Brevik, Adam Turl, James Cooper, Jr., Brian Pierce, Elius Reed, and Van Ikner.

Procedural: 1.3 Council Comments, General Announcements, and Proclamations

Councilmember Hill announced that we was working with Staff to develop a Carbondale Family Night as a result from a survey that he conducted.

Councilmember Killman requested assistance from the public in drafting changes to Title Fifteen of the City Code to expand the definition of family in order to accommodate households that include polyamorous relationships.

Councilmember Rye Sanders invited community support for an event that will teach children to play drums as part of a drumline at the Eurma C. Hayes Center.

Councilmember Loos encouraged utilization of the Little Resource Center which provides family and prenatal assistance. Further, he expressed his appreciation for the work of City staff.

2. Public Hearings and Special Reports

3. Consent Agenda of the City Council

Action (Consent): 3.1 **Minutes from the Regular City Council Meeting of July 11, 2023**

Resolution: Approve the minutes from the regular City Council meeting of July 11, 2023

Action (Consent): 3.2 **Approval of Warrant for the Period Ending: 0/07/2023 for the FY 2024 Warrant 1463 in the Total Amount of \$1,443,961.83**

Resolution: Accept the following report of payments made for the period ended: 07/07/2023 totaling \$1,443,961.83 (*Exhibit A-07-25-2023*)

Action (Consent): 3.3 **Approval of Wells Fargo Warrant for the Period Ending 05/31/2023 FY 2024 Warrant # WF 05/2023 in the amount of \$154,850.19**

Resolution: Accept the following report of payments made for the period ended: 05/31/2023 totaling \$154,850.19 (*Exhibit B-07-25-2023*)

Action: 3.4 **Approve an Agreement with Carbondale Elementary School District #95 to Provide a School Resource Officer** Resolution: Approve an agreement with Carbondale District #95 to provide a school resource officer.

Pulled by C. Killman

Action, Action (Consent): 3.5 **Approve the Placement of a Sign at Turley Park Naming the Kiwanis Playground**

Resolution: Approve the placement of a sign at Turley Park naming Kiwanis Playground

Action (Consent): 3.6 **Resolution Authorizing the City Manager to Enter into a Tax Increment Financing Agreement with Grayson Investments, LLC for a Redevelopment Project at 506, 507, 511, and 512 North Davis Street**

Resolution: Approve Resolution authorizing the City Manager to enter into a TIF agreement with Grayson Investments, LLC for a redevelopment project at 506, 507, 511, and 512 North Davis Street. (*Resolution 2023-R-56; Exhibit C-07-25-2023*)

Action (Consent): 3.7 **Award of Contract for the Rehabilitation of Three Sanitary Sewer Lift Stations to WJ Burke Electric Co., Inc. of Murphysboro, Illinois in the Amount of \$98,500**

Resolution: Award a Contract for the Rehabilitation of Three Sanitary Sewer Lift Stations to WJ Burke Electric Co., Inc. of Murphysboro, Illinois in the Amount of \$98,500

Action (Consent): 3.8 **Approve the Purchase of CivicGov Community Development Software in the Amount of \$29,753; and, Approve an Ordinance Authorizing a Budget Adjustment to Increase the FY 2024 Budgeted Expenditures for the Use of American Rescue Plan Act of 2021 (ARPA) Funds**

Resolution: Approve the purchase of CivicGov software and Approve an Ordinance Authorizing a Budget Adjustment to Increase the FY 2024 Budgeted Expenditures for the Use of American Rescue Plan Act of 2021 (ARPA) Funds in the Amount of \$29,753 (*Ordinance 2023-27; Exhibit D-07-25-2023*)

Action (Consent): 3.9 **Resolution Authorizing the City Manager to Execute a Contract for the Purchase of Land from Lawrence Millard for Property on Sports Blast Road and to Authorize the Mayor to Accept a Quit Claim Deed for Conveyance of Said Land, and an Ordinance Authorizing a Budget Adjustment to Increase FY 2024 Parks and Recreation Budget to Purchase Said Land**

Resolution: Approve a Resolution Authorizing the City Manager to Execute a Contract for the Purchase of Land from Lawrence Millard for Property on Sports Blast Road and to Authorize the Mayor to Accept a Quit Claim Deed for Conveyance of Said Land, and Approve an Ordinance Authorizing a Budget Adjustment to Increase FY 2024 Parks and Recreation Budget to Purchase Said Land (*Resolution 2023-R-57; Exhibit E-07-25-2023*)

Action: 3.10 **Conditionally Award the Purchase of Motor Fuel Tax (MFT) Funded Street Maintenance Materials, Pending Concurrence by the Illinois Department of**

Transportation (IDOT) to: Illini Asphalt, Benton, IL, for Section 24-00000-02-GM Group A in the amount of \$55,958.33; Section 24-00000-01-GM Groups A,C,E and G to Beelman Logistic LLC of East St Louis, IL, in the amount of \$29,828 and Group F to Illini Asphalt of Benton, IL, in the amount of \$16,445; and, Approve the Purchase of Non-MFT Maintenance Materials to be Awarded to Beelman Logistics LLC, East St Louis, IL, for Groups B and D in the amount of \$33,120

Pulled by G. Rye Sanders

Action (Consent): 3.11 **Approval of Consent Agenda Items**

Resolution: Approve all Consent Agenda items not pulled for separate consideration

MOTION: Approve all Consent Agenda items not pulled for separate consideration

Motion by Jeff Doherty, second by Clare Killman.

Final Resolution: Motion Carries

Yea: LaCaje Hill, Clare Killman, Adam Loos, Nancy Maxwell, Ginger Rye Sanders, Jeff Doherty, Carolin Harvey

Action: 3.4 **Approve an Agreement with Carbondale Elementary School District #95 to Provide a School Resource Officer** Resolution: Approve an agreement with Carbondale District #95 to provide a school resource officer.

Council remarks and questions included concern about an armed police officer in the school, inquiring if there was data about the success of having a SRO in the school, remarked on the lack of credible research about the usefulness of these roles, asked about amending the contract, and sharing their individual opinions and experiences relating to the topic.

Citizens commenting on this item included Jess Jobe, Adam Turl, Sharonda Cawthon, Jessica Harrocks, Emily Zurlinden, Luke Herron Titus, Sandy Litecky, Tish Turl, Corinne Brevik, Connor Sullivan, and Jeremy Allen.

MOTION: Approve an agreement with Carbondale District #95 to provide a school resource officer.

Motion by Jeff Doherty, second by LaCaje Hill.

Final Resolution: Motion Carries

Yea: LaCaje Hill, Adam Loos, Ginger Rye Sanders, Jeff Doherty, Carolin Harvey

Nay: Clare Killman, Nancy Maxwell

Action: 3.10 **Conditionally Award the Purchase of Motor Fuel Tax (MFT) Funded Street Maintenance Materials, Pending Concurrence by the Illinois Department of Transportation (IDOT) to: Illini Asphalt, Benton, IL, for Section 24-00000-02-GM Group A in the amount of \$55,958.33; Section 24-00000-01-GM Groups A,C,E and G to Beelman Logistic LLC of East St Louis, IL, in the amount of \$29,828 and Group F to Illini Asphalt of Benton, IL, in the amount of \$16,445; and, Approve the Purchase of Non-MFT Maintenance Materials to be Awarded to Beelman Logistics LLC, East St Louis, IL, for Groups B and D in the amount of \$33,120**

Council remarks and questions included discussion regarding federal funding versus state funding which levels of government's DBE requirements have precedence over specific types of contracts or purchases; discussing the content of letter from Evan Gross relating to the SIMMS project, as opposed to the purchase of MFT materials; reviewing the state-certified DBE contractors and the bid packet for the SIMMS project; a request for an explanation of workforce participation and DBE (ownership versus demographics of work force); minority contractors not listed on the state's certified list were identified; and a request to place this issue as a discussion item on a future agenda.

Citizens commenting on this item included Tony Holsey and Elius Reed.

MOTION: Conditionally Award the purchase of MFT Maintenance Materials, pending IDOT's concurrence, to: Illini Asphalt, Benton, IL, for Section 24-00000-02-GM Group A in the amount of \$55,958.33; Section 24-00000-01-GM Groups A,C,E and G to Beelman Logistic LLC of East St Louis, IL, in the amount of \$29,828 and Group F to Illini Asphalt of Benton, IL, in the amount of \$16,445 AND the purchase of Non-MFT Maintenance Materials be awarded to Beelman Logistics LLC, East St Louis, IL, for Groups B and D in the amount of \$33,120

Motion by Jeff Doherty, second by Adam Loos.

Final Resolution: Motion Carries

Yea: LaCaje Hill, Clare Killman, Adam Loos, Nancy Maxwell, Ginger Rye Sanders, Jeff Doherty, Carolin Harvey

4. General Business of the City Council

Action: 4.1 **Ordinance Amending Title 17, Chapter 14 of the Carbondale Revised Code as it Relates to City Parks**

A recess was observed from 8:04 to 8:11 p.m.

Council comments and questions noted personal opinions in favor of or in opposition to the proposed language and regulations surrounding unscheduled pop-up gatherings, as well as hours of operation for park use. Further, they expressed an interest in having more defined language to consider, bringing back an established number for determining a maximum size for unplanned gatherings, suggested having a park attendant, and requested that an Ordinance come back that incorporates some of their concerns and suggestions.

Parks Superintendent Mark McDaniel provided illuminating details about the issues being faced that generated this topic for discussion.

MOTION: Approve an ordinance amending Title 17, Chapter 14 of the Carbondale Revised Code as it relates to City parks

Motion by Jeff Doherty, second by Adam Loos.

Motion withdrawn by universal concurrence of the body.

There was unconditional agreement by the Council to abandon the motion and bring the Ordinance back with more specific language.

Discussion: 4.2 **Discussion on Rental Licensing**

The City Attorney presented information explaining the differences between rental registration and rental licenses, as well as a landlord/tenant ordinance.

Council comments and questions included whether the question is to license landlords or each individual property; the administration of violation hearings; question about the extent of the Council's authority to address withholding of rent for property violations; question about the impact on renters being unhoused through no fault of their own as a result of a landlord having their license revoked;

Councilmembers shared their individual opinions about implementation of a licensing and a landlord/tenant ordinance; the benefits which might be realized; the impact of problem landlords; and differentiating between malicious versus inept landlords.

Victor Ludwig encouraged taking a close look at the Chicago Ordinance, particularly as it relates to rent stoppage.

Webb Smith recommended the inclusion of input from landlords in the end product.

Justin Zurlinden encouraged looking at the matter property by property versus licensing the landlord overall

Don Monty suggested that a possible solution is an accelerated inspection schedule for problematic properties.

Ron Deedrick, as a representative of the Realtor lobbying organization, itemized a number of issues that should be addressed, such as updating building codes and indicated an interest in participating in future discussions.

5. Executive Session

Action: 5.1 **Enter Into Executive Session to Discuss the Purchase or Lease of Real Estate and the Setting a Price for Sale or Lease of Property Owned by the Public Body**

Open Session recessed at 9:22 p.m.

MOTION: Enter into Executive Session as permitted by the Illinois Open Meetings Act 5 ILCS 120/2(c)(5) and (c)(6) for the purpose of discussing the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, and the setting of a price for sale or lease of property owned by the public body

Motion by Jeff Doherty, second by Clare Killman.

Final Resolution: Motion Carries

Yea: LaCaje Hill, Clare Killman, Adam Loos, Nancy Maxwell, Ginger Rye Sanders, Jeff Doherty, Carolin Harvey

Action: 5.2 **Return to Open Session**

MOTION: Return to Open Session

Motion by Clare Killman, second by LaCaje Hill.

Final Resolution: Motion Carries

Yea: LaCaje Hill, Clare Killman, Adam Loos, Nancy Maxwell, Ginger Rye Sanders, Jeff Doherty, Carolin Harvey *Open Session resumed at 9:51 p.m.*

6. Adjournment of the City Council Meeting

Procedural: 6.1 **Adjourn meeting**

There being no further business to come before the City Council, the meeting was declared adjourned at 9:51 p.m.

Jennifer R. Sorrell, City Clerk

Date

Warrant to the City Treasurer

The undersigned hereby certify that the following bills or invoices represent a true and correct statement of cost of goods and/or services rendered to the City of Carbondale by firms or persons listed an that said firms or persons are entitled to payment for same in the amounts shown.

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 01 - General										
Account 10511-275 - Inventory Unleaded Gasoline										
934 - HINES OIL COMPANY	185490	Gasoline Purchases	Paid by Check # 17243		07/18/2023	07/18/2023	07/18/2023		07/18/2023	15,829.14
Account 10511-275 - Inventory Unleaded Gasoline Totals								Invoice Transactions 1		<u>\$15,829.14</u>
Account 10521-275 - Inventory Diesel Fuel										
934 - HINES OIL COMPANY	185490	Gasoline Purchases	Paid by Check # 17243		07/18/2023	07/18/2023	07/18/2023		07/18/2023	7,766.21
Account 10521-275 - Inventory Diesel Fuel Totals								Invoice Transactions 1		<u>\$7,766.21</u>
Account 10531-311 - Inventory In House Veh Parts										
324 - COE EQUIPMENT COMPANY INC	82169/82181	Parts for Sewer Jet	Paid by Check # 17275		07/20/2023	07/21/2023	07/21/2023		07/20/2023	2,803.64
1128 - INTERSTATE BATTERIES	30259802/+2	Replacement Batteries- 30259725/30259875	Paid by Check # 17302		07/20/2023	07/21/2023	07/21/2023		07/20/2023	1,005.65
4695 - QUALITY FIRE TRUCK PARTS LLC	3244	Fire Truck Parts	Paid by Check # 17309		07/20/2023	07/21/2023	07/21/2023		07/20/2023	313.59
2312 - TRUCK CENTERS INC	06/30/2023	Truck Parts	Paid by Check # 17326		07/20/2023	07/21/2023	07/21/2023		07/20/2023	1,179.62
Account 10531-311 - Inventory In House Veh Parts Totals								Invoice Transactions 4		<u>\$5,302.50</u>
Account 10541-311 - Inventory Outside Veh Parts										
3601 - BEST ONE TIRE & SERVICE	3060010410 +2	Tire Repair and Services	Paid by Check # 17266		07/20/2023	07/21/2023	07/21/2023		07/20/2023	4,507.39
Account 10541-311 - Inventory Outside Veh Parts Totals								Invoice Transactions 1		<u>\$4,507.39</u>
Account 10551-222 - Prepaid Expense Postage										
462 - U.S. POSTAL SERVICE(CMRS-FP)	07/12/2023	Postage for Meter at Support Services Desk	Paid by Check # 17254		07/18/2023	07/18/2023	07/18/2023		07/18/2023	10,000.00
Account 10551-222 - Prepaid Expense Postage Totals								Invoice Transactions 1		<u>\$10,000.00</u>
Account 14012-010 - Intrafund F/R Due from Operating										
394 - CITY OF CARBONDALE	07/12/2023	Flex Spend & Dep Care 07/14/2023	Paid by Check # 17237		07/18/2023	07/18/2023	07/18/2023		07/18/2023	3,513.34
Account 14012-010 - Intrafund F/R Due from Operating Totals								Invoice Transactions 1		<u>\$3,513.34</u>
Account 20205-002 - Accounts Payable Replacement Taxes										
326 - CARBONDALE PUBLIC LIBRARY	07/10/2023	2nd Distribution of Corporate Replacement	Paid by Check # 17220		07/11/2023	07/11/2023	07/11/2023		07/11/2023	24,153.15
Account 20205-002 - Accounts Payable Replacement Taxes Totals								Invoice Transactions 1		<u>\$24,153.15</u>
Account 20605-011 - Accrued Payroll Employee Retire W/H- Police										
1747 - POLICE PENSION FUND	07/12/2023	Police Pension Payroll 07/14/2023	Paid by Check # 17247		07/18/2023	07/18/2023	07/18/2023		07/18/2023	14,431.87
Account 20605-011 - Accrued Payroll Employee Retire W/H- Police Totals								Invoice Transactions 1		<u>\$14,431.87</u>
Account 20605-012 - Accrued Payroll Employee Reitre W/H- Fire										
6685 - FIRE PENSION FUND	07/12/2023	Fire Pension Payroll 07/14/2023	Paid by Check # 17241		07/18/2023	07/18/2023	07/18/2023		07/18/2023	7,740.06
Account 20605-012 - Accrued Payroll Employee Reitre W/H- Fire Totals								Invoice Transactions 1		<u>\$7,740.06</u>

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Account 20605-021 - Accrued Payroll Participating 125 Plan										
3302 - AFLAC	502920/502928	Aflac Plan Premiums July 2023	Paid by Check # 17232		07/18/2023	07/18/2023	07/18/2023		07/18/2023	2,355.39
Account 20605-021 - Accrued Payroll Participating 125 Plan Totals								Invoice Transactions 1		\$2,355.39
Account 20605-023 - Accrued Payroll Employee Insurance W/H IMRF										
1040 - NCPERS - Group Life Insurance	3333082023	IMRF Life Insurance Aug 2023	Paid by Check # 17245		07/18/2023	07/18/2023	07/18/2023		07/18/2023	144.00
Account 20605-023 - Accrued Payroll Employee Insurance W/H IMRF Totals								Invoice Transactions 1		\$144.00
Account 20605-040 - Accrued Payroll Employee Savings W/H Def Comp										
1658 - NATIONWIDE RETIREMENT SOLUTIONS	2024-00000037	NW 457 STND \$ - Nationwide 457 Stnd	Paid by EFT # 1046		07/12/2023	07/12/2023	07/12/2023		07/14/2023	19,193.23
Account 20605-040 - Accrued Payroll Employee Savings W/H Def Comp Totals								Invoice Transactions 1		\$19,193.23
Account 20605-041 - Accrued Payroll Employee Savings W/H ICMA										
2398 - VANTAGEPOINT TRANSFER AGENTS LLC-457	2024-00000040	ICMA 457 STND \$ - ICMA 457 Standard Amt*	Paid by EFT # 1048		07/12/2023	07/12/2023	07/12/2023		07/14/2023	425.00
Account 20605-041 - Accrued Payroll Employee Savings W/H ICMA Totals								Invoice Transactions 1		\$425.00
Account 20605-050 - Accrued Payroll Employee Union Dues W/H IAFF										
1030 - IAFF LOCAL #1961	07/14/2023	Dues whld from Payroll	Paid by Check # 17296		07/13/2023	07/21/2023	07/21/2023		07/20/2023	735.00
Account 20605-050 - Accrued Payroll Employee Union Dues W/H IAFF Totals								Invoice Transactions 1		\$735.00
Account 20605-051 - Accrued Payroll Employee Union Dues W/H FOP										
704 - FRATERNAL ORDER POLICE #192	07/14/2023	Dues For Payroll of 07/14/2023	Paid by Check # 17284		07/13/2023	07/21/2023	07/21/2023		07/20/2023	183.50
1071 - ILLINOIS FRATERNAL ORDER POLICE	07/14/23	Dues For Payroll of 07/14/2023	Paid by Check # 17300		07/13/2023	07/21/2023	07/21/2023		07/20/2023	916.50
Account 20605-051 - Accrued Payroll Employee Union Dues W/H FOP Totals								Invoice Transactions 2		\$1,100.00
Account 20605-053 - Accrued Payroll Employee Union Dues W/H Plumbr										
1748 - PLUMBERS & PIPEFITTERS #160	07/14/2023	Dues whld from Payroll	Paid by Check # 17308		07/13/2023	07/21/2023	07/21/2023		07/20/2023	1,059.89
Account 20605-053 - Accrued Payroll Employee Union Dues W/H Plumbr Totals								Invoice Transactions 1		\$1,059.89
Account 20605-054 - Accrued Payroll Employee W/H SIU Credit Union										
2053 - SIU CREDIT UNION	2024-00000038	SIU CU - SIU Credit Union	Paid by Check # 17230		07/12/2023	07/12/2023	07/12/2023		07/12/2023	300.00
Account 20605-054 - Accrued Payroll Employee W/H SIU Credit Union Totals								Invoice Transactions 1		\$300.00
Account 20605-055 - Accrued Payroll Employee Union Dues- Telecommuni										
1071 - ILLINOIS FRATERNAL ORDER POLICE	07/14/2023	Dues whld from Payroll	Paid by Check # 17301		07/13/2023	07/21/2023	07/21/2023		07/20/2023	255.00
Account 20605-055 - Accrued Payroll Employee Union Dues- Telecommuni Totals								Invoice Transactions 1		\$255.00
Account 20605-060 - Accrued Payroll Employee W/H-Other Deduction										
2116 - STATE DISBURSEMENT UNIT	2024-00000039	CHILD SUPP 1 - Child Support 1*	Paid by EFT # 1047		07/12/2023	07/12/2023	07/12/2023		07/14/2023	3,552.63
6519 - WORLD FINANCE CORP	07/12/2023	Wage Deduction	Paid by Check # 17256		07/18/2023	07/18/2023	07/18/2023		07/18/2023	92.50
6196 - BLITT AND GAINES PC	07/12/2023	Wage Deduction	Paid by Check # 17234		07/18/2023	07/18/2023	07/18/2023		07/18/2023	89.08
3839 - CARRIE N. STREET	07/12/2023	Wage Deduction	Paid by Check # 17236		07/18/2023	07/18/2023	07/18/2023		07/18/2023	238.38
7346 - RESURGENCE LEGAL GROUP, PC	07/12/2023	Wage Deduction	Paid by Check # 17249		07/18/2023	07/18/2023	07/18/2023		07/18/2023	81.21
Account 20605-060 - Accrued Payroll Employee W/H-Other Deduction Totals								Invoice Transactions 5		\$4,053.80
Account 20605-090 - Accrued Payroll Non-Participating 125 Plan										

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
3302 - AFLAC	502920/502928	Aflac Plan Premiums July 2023	Paid by Check # 17232		07/18/2023	07/18/2023	07/18/2023		07/18/2023	289.78
Account 20605-090 - Accrued Payroll Non-Participating 125 Plan Totals									Invoice Transactions 1	\$289.78
Department 00 - Undesignated										
Division 00000 - Undesignated										
Account 30102-082 - Sales & Service Taxes Municipal Hotel/Motel Tax										
7068 - SAI KRISHNA, LLC	07/07/23	66.67% Rebate of Municipal Taxes Paid	Paid by Check # 17316		07/13/2023	07/21/2023	07/21/2023		07/20/2023	17,749.55
Account 30102-082 - Sales & Service Taxes Municipal Hotel/Motel Tax Totals									Invoice Transactions 1	\$17,749.55
Account 30105-900 - Fines Miscellaneous Fines										
Drake Lunnemann	07/15/23	Refund to Customer	Paid by Check # 17329		07/20/2023	07/21/2023	07/21/2023		07/20/2023	200.00
Account 30105-900 - Fines Miscellaneous Fines Totals									Invoice Transactions 1	\$200.00
Division 00000 - Undesignated Totals									Invoice Transactions 2	\$17,949.55
Department 00 - Undesignated Totals									Invoice Transactions 2	\$17,949.55
Department 10 - General Government										
Division 40001 - City Manager										
Account 13100 - Employee Retirement Benefits										
1028 - ILLINOIS MUNICIPAL RETIREMENT FUND	131-1667	IMRF Wages K Baity	Paid by EFT # 1049		07/18/2023	07/18/2023	07/18/2023		07/18/2023	7,184.35
Account 13100 - Employee Retirement Benefits Totals									Invoice Transactions 1	\$7,184.35
Account 27100 - Other Outside Services										
7120 - PRD	787 T	Security Shred	Paid by Check # 17248		07/18/2023	07/18/2023	07/18/2023		07/18/2023	95.00
Account 27100 - Other Outside Services Totals									Invoice Transactions 1	\$95.00
Account 27300 - Operating Supplies & Materials										
304 - CARBONDALE CHAMBER OF COMMERCE	10928	Paw Prints	Paid by Check # 17270		07/13/2023	07/21/2023	07/21/2023		07/20/2023	300.00
2014 - SILKWORM INC	INV/271865	Payment for Shirt Purchase-D. Haun	Paid by Check # 17319		07/20/2023	07/21/2023	07/21/2023		07/20/2023	55.30
Account 27300 - Operating Supplies & Materials Totals									Invoice Transactions 2	\$355.30
Division 40001 - City Manager Totals									Invoice Transactions 4	\$7,634.65
Division 40003 - City Attorney										
Account 20000 - Professional & Consultant Fees										
6901 - GIACOLETTO LAW FIRM	07/11/23	Leehy v. City of Carbondale	Paid by Check # 17287		07/20/2023	07/21/2023	07/21/2023		07/20/2023	400.00
Account 20000 - Professional & Consultant Fees Totals									Invoice Transactions 1	\$400.00
Division 40003 - City Attorney Totals									Invoice Transactions 1	\$400.00
Division 40005 - Human Resources										
Account 27100 - Other Outside Services										
4039 - SIH WORKCARE/SIHMG	79320/79476	Preplacement Physical-Basic	Paid by Check # 17250		07/18/2023	07/18/2023	07/18/2023		07/18/2023	450.00
Account 27100 - Other Outside Services Totals									Invoice Transactions 1	\$450.00
Division 40005 - Human Resources Totals									Invoice Transactions 1	\$450.00
Division 40006 - Economic Development										
Account 28000 - Subscriptions & Memberships										
477 - CARBONDALE COMMUNITY HIGH SCHOOL #165	07/06/2023	Sponsorship-Black & White Ball	Paid by Check # 17218		07/11/2023	07/11/2023	07/11/2023		07/11/2023	2,500.00
Account 28000 - Subscriptions & Memberships Totals									Invoice Transactions 1	\$2,500.00

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Division 40006 - Economic Development Totals							Invoice Transactions 1		\$2,500.00	
Division 40010 - Support Services										
Account 20000 - Professional & Consultant Fees										
7210 - ARNDT MUNICIPAL SUPPORT INC	223	ARPA Grant Professional Services 5 of 12	Paid by Check # 17217		07/11/2023	07/11/2023	07/11/2023		07/11/2023	2,083.34
Account 20000 - Professional & Consultant Fees Totals							Invoice Transactions 1		\$2,083.34	
Account 21000 - Publishing & Filing Fees										
4457 - THRYV	07/17/2023	Advertising Charges 07/01/2023-07/31/2023	Paid by Check # 17253		07/18/2023	07/18/2023	07/18/2023		07/18/2023	72.00
Account 21000 - Publishing & Filing Fees Totals							Invoice Transactions 1		\$72.00	
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	07/06/23-3	21320-06815	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	915.11
Account 23000 - Utilities- Electric Totals							Invoice Transactions 1		\$915.11	
Account 27100 - Other Outside Services										
17 - APPLIED RESEARCH CONSULTANTS	07/06/23	Inclusion Task Force Survey	Paid by Check # 17216		07/11/2023	07/11/2023	07/11/2023		07/11/2023	1,000.00
2426 - WHEETLEY CONSTRUCTION, LLC	07/05/2023	Clearing & Debris Cleanup	Paid by Check # 17255		07/18/2023	07/18/2023	07/18/2023		07/18/2023	18,456.00
2651 - ALWAYS LANDSCAPING & SERVICES	2617	Clean-up & Debris Removal	Paid by Check # 17257		07/20/2023	07/21/2023	07/21/2023		07/20/2023	3,100.00
7107 - Gateway Pyrotechnic Productions, LLC	23-144a	Electronically Fired Show	Paid by Check # 17286		07/19/2023	07/21/2023	07/21/2023		07/20/2023	12,000.00
Account 27100 - Other Outside Services Totals							Invoice Transactions 4		\$34,556.00	
Account 44000 - Program Grants										
7235 - CHRISTIANNA JAROS	07/10/2023	Grant Recipient #CAP-052	Paid by Check # 17221		07/11/2023	07/11/2023	07/11/2023		07/11/2023	2,055.00
7420 - KATHRYN ROWE	07/11/2023	Grant Recipient #RHC-076	Paid by Check # 17227		07/11/2023	07/11/2023	07/11/2023		07/11/2023	5,000.00
Account 44000 - Program Grants Totals							Invoice Transactions 2		\$7,055.00	
Division 40010 - Support Services Totals							Invoice Transactions 9		\$44,681.45	
Division 40015 - City Hall/Civic Center										
Account 27100 - Other Outside Services										
5342 - SITEX CORPORATION	3066139	Uniform Rental	Paid by Check # 17228		07/11/2023	07/11/2023	07/11/2023		07/11/2023	63.00
5342 - SITEX CORPORATION	3068286	Uniform Rental	Paid by Check # 17252		07/18/2023	07/18/2023	07/18/2023		07/18/2023	63.00
4039 - SIH WORKCARE/SIHMG	79476-2	5 Panel Drug Screen	Paid by Check # 17250		07/18/2023	07/18/2023	07/18/2023		07/18/2023	110.00
Account 27100 - Other Outside Services Totals							Invoice Transactions 3		\$236.00	
Account 40000 - Merchandise & Serv for Resale										
5342 - SITEX CORPORATION	S3068987	Linen Rental	Paid by Check # 17252		07/18/2023	07/18/2023	07/18/2023		07/18/2023	206.55
Account 40000 - Merchandise & Serv for Resale Totals							Invoice Transactions 1		\$206.55	
Division 40015 - City Hall/Civic Center Totals							Invoice Transactions 4		\$442.55	
Department 10 - General Government Totals							Invoice Transactions 20		\$56,108.65	
Department 20 - Public Safety										
Division 40101 - Police Protection										
Account 15000 - Special Contractual Benefits										
1867 - RAY OHERRON COMPANY INC	2274619	Uniform Items for New HIre - Jerry Gulley	Paid by Check # 17310		07/13/2023	07/21/2023	07/21/2023		07/20/2023	563.83

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
1867 - RAY OHERRON COMPANY INC	2279435	Uniform Items for New HIre - Jerry Gulley	Paid by Check # 17310		07/20/2023	07/21/2023	07/21/2023		07/20/2023	895.99
1867 - RAY OHERRON COMPANY INC	2281293	Uniform Items for New Hire-A. Ruprecht Ballistic	Paid by Check # 17310		07/20/2023	07/21/2023	07/21/2023		07/20/2023	907.22
Account 15000 - Special Contractual Benefits Totals									Invoice Transactions 3	\$2,367.04
Account 22000 - Communications- Telephone										
4574 - FRONTIER	07/07/23	549-0545	Paid by Check # 17285		07/20/2023	07/21/2023	07/21/2023		07/20/2023	149.99
4574 - FRONTIER	07/07/23-1	549-2236	Paid by Check # 17285		07/20/2023	07/21/2023	07/21/2023		07/20/2023	303.96
Account 22000 - Communications- Telephone Totals									Invoice Transactions 2	\$453.95
Account 24000 - Travel, Conf., Training										
1484 - MTU 15	FY24-11	Mobile Training Unit Annual Fee	Paid by Check # 17304		07/20/2023	07/21/2023	07/21/2023		07/20/2023	5,280.00
2385 - VOHNE LICHE KENNELS INC	18938	Narcotics Detector Dog-6 Week Class-Stewart	Paid by Check # 17328		07/13/2023	07/21/2023	07/21/2023		07/20/2023	17,505.00
Account 24000 - Travel, Conf., Training Totals									Invoice Transactions 2	\$22,785.00
Account 27100 - Other Outside Services										
7362 - EXPRESS SERVICES, INC	29249521/2927832	Temp Contract	Paid by Check # 17240		07/18/2023	07/18/2023	07/18/2023		07/18/2023	1,132.56
7184 - North Star Coaching, LLC	151	Leadership Development- June	Paid by Check # 17306		07/13/2023	07/21/2023	07/21/2023		07/20/2023	6,083.00
7312 - T-MOBILE USA, INC	9535663323/63324	Timing Advance 03/24/23-05/24/23	Paid by Check # 17322		07/20/2023	07/21/2023	07/21/2023		07/20/2023	50.00
Account 27100 - Other Outside Services Totals									Invoice Transactions 3	\$7,265.56
Account 27300 - Operating Supplies & Materials										
6902 - OMNIGO SOFTWARE	Q-35622-1	Data Extraction for Investigations	Paid by Check # 17307		07/20/2023	07/21/2023	07/21/2023		07/20/2023	500.00
Account 27300 - Operating Supplies & Materials Totals									Invoice Transactions 1	\$500.00
Division 40101 - Police Protection Totals									Invoice Transactions 11	\$33,371.55
Division 40151 - Fire Protection										
Account 27100 - Other Outside Services										
1174 - JACKSON COUNTY HEALTH DEPARTMENT	2491	Immz Admin Fee/Hep B Adult	Paid by Check # 17244		07/18/2023	07/18/2023	07/18/2023		07/18/2023	93.00
Account 27100 - Other Outside Services Totals									Invoice Transactions 1	\$93.00
Account 28000 - Subscriptions & Memberships										
5708 - ILLINOIS FIRE SERVICE ADMIN PROFESSIONALS	07/12/2023	Annual Membership Dues	Paid by Check # 17299		07/20/2023	07/21/2023	07/21/2023		07/20/2023	50.00
Account 28000 - Subscriptions & Memberships Totals									Invoice Transactions 1	\$50.00
Account 64000 - Other Debt Principal										
2642 - FIRST SOUTHERN BANK	07/12/2023	Loan #30746 July 2023	Paid by Check # 17242		07/18/2023	07/18/2023	07/18/2023		07/18/2023	3,526.08
Account 64000 - Other Debt Principal Totals									Invoice Transactions 1	\$3,526.08
Account 64100 - Other Debt Interest										
2642 - FIRST SOUTHERN BANK	07/12/2023	Loan #30746 July 2023	Paid by Check # 17242		07/18/2023	07/18/2023	07/18/2023		07/18/2023	67.76
Account 64100 - Other Debt Interest Totals									Invoice Transactions 1	\$67.76
Division 40151 - Fire Protection Totals									Invoice Transactions 4	\$3,736.84
Department 20 - Public Safety Totals									Invoice Transactions 15	\$37,108.39
Department 25 - Development Services										
Division 40210 - Building & Neighborhood Services										

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Account 27100 - Other Outside Services										
4039 - SIH WORKCARE/SIHMG	79476 & 79320-1	5 Panel Drug Screen	Paid by Check # 17250		07/18/2023	07/18/2023	07/18/2023		07/18/2023	165.00
Account 27100 - Other Outside Services Totals								Invoice Transactions 1		\$165.00
Division 40210 - Building & Neighborhood Services Totals								Invoice Transactions 1		\$165.00
Department 25 - Development Services Totals								Invoice Transactions 1		\$165.00
Department 40 - Public Works										
Division 40300 - Engineering & Administration										
Account 27100 - Other Outside Services										
5191 - RICOH USA INC	5067675425	Service Contract #3106011	Paid by Check # 17311		07/20/2023	07/21/2023	07/21/2023		07/20/2023	305.83
Account 27100 - Other Outside Services Totals								Invoice Transactions 1		\$305.83
Division 40300 - Engineering & Administration Totals								Invoice Transactions 1		\$305.83
Division 40330 - Building Maintenance										
Account 23000 - Utilities- Electric										
7140 - SR Carbondale Holdings, LLC ABA#021000021	73/74	Electric Bill for Civic Center & Public Safety	Paid by EFT # 1045		07/11/2023	07/11/2023	07/11/2023		07/11/2023	6,060.24
303 - AMEREN ILLINOIS	06/28/23-4	83620-01513	Paid by Check # 17259		07/11/2023	07/21/2023	07/21/2023		07/20/2023	2,062.27
303 - AMEREN ILLINOIS	07/03/23-4	00280-18001	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	1,157.76
303 - AMEREN ILLINOIS	07/05/23-14	0115067006-June Street Lighting	Paid by Check # 17261		07/11/2023	07/21/2023	07/21/2023		07/20/2023	188.34
303 - AMEREN ILLINOIS	07/05/23-15	51420-06018	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	102.07
303 - AMEREN ILLINOIS	07/05/23-18	61320-07213	Paid by Check # 17262		07/11/2023	07/21/2023	07/21/2023		07/20/2023	3,964.42
303 - AMEREN ILLINOIS	07/11/23	12420-01159	Paid by Check # 17258		07/19/2023	07/21/2023	07/21/2023		07/20/2023	28.48
Account 23000 - Utilities- Electric Totals								Invoice Transactions 7		\$13,563.58
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	07/03/23-6	00280-18029	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	117.68
303 - AMEREN ILLINOIS	07/05/23-11	16330-64000	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	302.23
303 - AMEREN ILLINOIS	07/05/23-12	29850-33038	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	635.33
303 - AMEREN ILLINOIS	07/05/23-13	16520-02719	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	64.29
303 - AMEREN ILLINOIS	07/05/23-15	51420-06018	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	59.69
303 - AMEREN ILLINOIS	07/05/23-19	27981-19014	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	56.94
303 - AMEREN ILLINOIS	07/05/23-21	96320-01518	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	61.47
5807 - CONSTELLATION NEWENERGY GAS DIVISION LLC	3790089	Gas Services-June 2023	Paid by Check # 17276		07/13/2023	07/21/2023	07/21/2023		07/20/2023	1,345.73
Account 23100 - Utilities- Gas Totals								Invoice Transactions 8		\$2,643.36
Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23	100000-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	291.47
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-8	2400250-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	4.84

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313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-9	2400260-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.95
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-10	2400270-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.95
Account 23200 - Utilities- Water & Sewer Totals									Invoice Transactions 4	\$304.21
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23	100000-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	360.00
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-8	2400250-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	48.20
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-9	2400260-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.20
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-10	2400270-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.20
Account 25100 - Repairs & Maint- Bldg & Struc Totals									Invoice Transactions 4	\$414.60
Account 27100 - Other Outside Services										
2049 - SECURITY ALARM CORPORATION	07/13/23	Installation of fire alarm via cellular for FS#2 and	Paid by Check # 17318		07/13/2023	07/21/2023	07/21/2023		07/20/2023	595.00
Account 27100 - Other Outside Services Totals									Invoice Transactions 1	\$595.00
Division 40330 - Building Maintenance Totals									Invoice Transactions 24	\$17,520.75
Division 40350 - Street Maintenance										
Account 27100 - Other Outside Services										
2697 - ILLINOIS EPA	07/18/23	Annual NPDES Storm Water (MS4) Fee	Paid by Check # 17298		07/13/2023	07/21/2023	07/21/2023		07/20/2023	1,000.00
Account 27100 - Other Outside Services Totals									Invoice Transactions 1	\$1,000.00
Division 40350 - Street Maintenance Totals									Invoice Transactions 1	\$1,000.00
Division 40370 - Cemeteries										
Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-4	492510-014	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	4.84
Account 23200 - Utilities- Water & Sewer Totals									Invoice Transactions 1	\$4.84
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-4	492510-014	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.20
Account 25100 - Repairs & Maint- Bldg & Struc Totals									Invoice Transactions 1	\$3.20
Account 50300 - Machinery & Equipment										
5156 - ALMAROAD EQUIPMENT	507907	16' Utility Trailer	Paid by Check # 17215		07/11/2023	07/11/2023	07/11/2023		07/11/2023	3,295.00
Account 50300 - Machinery & Equipment Totals									Invoice Transactions 1	\$3,295.00
Division 40370 - Cemeteries Totals									Invoice Transactions 3	\$3,303.04
Department 40 - Public Works Totals									Invoice Transactions 29	\$22,129.62
Department 45 - Parks and Recreation										
Division 40500 - Parks and Recreation										
Account 23000 - Utilities- Electric										
637 - EGYPTIAN ELECTRIC	Group #311	Evergreen Park June 2023	Paid by Check # 17239		07/18/2023	07/18/2023	07/18/2023		07/18/2023	584.28
5463 - HOMEFIELD ENERGY	397561923071	96320-00421	Paid by Check # 17291		07/13/2023	07/21/2023	07/21/2023		07/20/2023	1.09
303 - AMEREN ILLINOIS	07/03/23-2	96320-00421	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	30.18
Account 23000 - Utilities- Electric Totals									Invoice Transactions 3	\$615.55

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Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-5	493155-003	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	8.98
Account 23200 - Utilities- Water & Sewer Totals								Invoice Transactions 1		\$8.98
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-5	493155-003	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.20
Account 25100 - Repairs & Maint- Bldg & Struc Totals								Invoice Transactions 1		\$3.20
Account 27300 - Operating Supplies & Materials										
2014 - SILKWORM INC	271038	Sport-Tek Polos	Paid by Check # 17251		07/18/2023	07/18/2023	07/18/2023		07/18/2023	840.00
Account 27300 - Operating Supplies & Materials Totals								Invoice Transactions 1		\$840.00
Division 40500 - Parks and Recreation Totals								Invoice Transactions 6		\$1,467.73
Department 45 - Parks and Recreation Totals								Invoice Transactions 6		\$1,467.73
Fund 01 - General Totals								Invoice Transactions 101		\$258,083.69
Fund 08 - Payroll Claim Fund										
Account 20605-001 - Accrued Payroll Federal Income Tax Withholding										
1093 - INTERNAL REVENUE SERVICE	2024-00000036	FIT - Federal Income Tax*	Paid by EFT # 50872		07/12/2023	07/12/2023	07/12/2023		07/14/2023	54,098.24
1093 - INTERNAL REVENUE SERVICE	2024-00000042	FIT - Federal Income Tax*	Paid by EFT # 50874		07/13/2023	07/13/2023	07/13/2023		07/14/2023	18.78
Account 20605-001 - Accrued Payroll Federal Income Tax Withholding Totals								Invoice Transactions 2		\$54,117.02
Account 20605-002 - Accrued Payroll Payroll Tax W/H- SIT										
1029 - ILLINOIS DEPARTMENT OF REVENUE	2024-00000035	SIT - State Income Tax	Paid by EFT # 50871		07/12/2023	07/12/2023	07/12/2023		07/14/2023	26,333.03
1029 - ILLINOIS DEPARTMENT OF REVENUE	2024-00000041	SIT - State Income Tax	Paid by EFT # 50873		07/13/2023	07/13/2023	07/13/2023		07/14/2023	19.29
Account 20605-002 - Accrued Payroll Payroll Tax W/H- SIT Totals								Invoice Transactions 2		\$26,352.32
Account 20605-003 - Accrued Payroll Payroll Tax W/H- FICA										
1093 - INTERNAL REVENUE SERVICE	2024-00000036	FIT - Federal Income Tax*	Paid by EFT # 50872		07/12/2023	07/12/2023	07/12/2023		07/14/2023	59,885.70
1093 - INTERNAL REVENUE SERVICE	2024-00000042	FIT - Federal Income Tax*	Paid by EFT # 50874		07/13/2023	07/13/2023	07/13/2023		07/14/2023	11.32
Account 20605-003 - Accrued Payroll Payroll Tax W/H- FICA Totals								Invoice Transactions 2		\$59,897.02
Fund 08 - Payroll Claim Fund Totals								Invoice Transactions 6		\$140,366.36
Fund 11 - Motor Fuel Tax Fund										
Department 40 - Public Works										
Division 41013 - MFT Operating & Maintenance										
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	07/05/23-5	06551-34037-Customer Owned June	Paid by Check # 17260		07/11/2023	07/21/2023	07/21/2023		07/20/2023	807.04
303 - AMEREN ILLINOIS	07/05/23-14	0115067006-June Street Lighting	Paid by Check # 17261		07/11/2023	07/21/2023	07/21/2023		07/20/2023	10,204.02
303 - AMEREN ILLINOIS	07/06/23	08780-75018	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	251.30
303 - AMEREN ILLINOIS	07/06/23-1	09711-17011	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	285.25
303 - AMEREN ILLINOIS	07/14/23-2	23790-61093	Paid by Check # 17258		07/19/2023	07/21/2023	07/21/2023		07/20/2023	83.76
637 - EGYPTIAN ELECTRIC	07/07/23-3	10469-015-Security Lighting	Paid by Check # 17281		07/13/2023	07/21/2023	07/21/2023		07/20/2023	4,465.57

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Account 23000 - Utilities- Electric Totals								Invoice Transactions 6		\$16,096.94
Account 25000 - Repairs & Maintenance- Equip										
2941 - TRAFFIC CONTROL CORPORATION	144082	Alpha Batteries	Paid by Check # 17325		07/20/2023	07/21/2023	07/21/2023	07/20/2023		4,320.00
Account 25000 - Repairs & Maintenance- Equip Totals								Invoice Transactions 1		\$4,320.00
Account 25200 - Repairs & Maint- Other Improv										
625 - ENNIS PAINT INC	447755	White Traffic Paint	Paid by Check # 17282		07/13/2023	07/21/2023	07/21/2023	07/20/2023		9,304.77
625 - ENNIS PAINT INC	447729	Yellow Marking Paint	Paid by Check # 17282		07/13/2023	07/21/2023	07/21/2023	07/20/2023		9,499.92
Account 25200 - Repairs & Maint- Other Improv Totals								Invoice Transactions 2		\$18,804.69
Account 27300 - Operating Supplies & Materials										
5343 - ROAD RUNNER SAFETY SERVICES INC	00021311	Arrowboard	Paid by Check # 17314		07/19/2023	07/21/2023	07/21/2023	07/20/2023		30.00
Account 27300 - Operating Supplies & Materials Totals								Invoice Transactions 1		\$30.00
Division 41013 - MFT Operating & Maintenance Totals								Invoice Transactions 10		\$39,251.63
Department 40 - Public Works Totals								Invoice Transactions 10		\$39,251.63
Department 50 - Community Investment										
Division 41017 - MFT CIP & Replacement										
Account 53100 - CIP Design Eng- Contractual										
7313 - HUTCHISON ENGINEERING, INC.	07/09/2023	Professional Services-ST2202	Paid by Check # 17292		07/19/2023	07/21/2023	07/21/2023	07/20/2023		1,395.60
7313 - HUTCHISON ENGINEERING, INC.	07/9/23	Professional Services-ST2203	Paid by Check # 17293		07/19/2023	07/21/2023	07/21/2023	07/20/2023		1,474.60
Account 53100 - CIP Design Eng- Contractual Totals								Invoice Transactions 2		\$2,870.20
Account 56500 - CIP Construction- Contractual										
5843 - SAMRON MIDWEST CONTRACTING INC	07/13/2023	Balance Due This Pay Estimate-ST2203	Paid by Check # 17317		07/19/2023	07/21/2023	07/21/2023	07/20/2023		279,942.67
Account 56500 - CIP Construction- Contractual Totals								Invoice Transactions 1		\$279,942.67
Division 41017 - MFT CIP & Replacement Totals								Invoice Transactions 3		\$282,812.87
Department 50 - Community Investment Totals								Invoice Transactions 3		\$282,812.87
Fund 11 - Motor Fuel Tax Fund Totals								Invoice Transactions 13		\$322,064.50
Fund 14 - Special Tax Allocation # 1 Fund										
Department 30 - Community Development										
Division 41401 - TIF District # 1										
Account 27100 - Other Outside Services										
5139 - DESIGN WORKS	672	Design Dev. Grant Application Assistance	Paid by Check # 17277		07/13/2023	07/21/2023	07/21/2023	07/20/2023		3,457.50
Account 27100 - Other Outside Services Totals								Invoice Transactions 1		\$3,457.50
Division 41401 - TIF District # 1 Totals								Invoice Transactions 1		\$3,457.50
Department 30 - Community Development Totals								Invoice Transactions 1		\$3,457.50
Fund 14 - Special Tax Allocation # 1 Fund Totals								Invoice Transactions 1		\$3,457.50
Fund 15 - Special Tax Allocation # 2 Fund										
Department 30 - Community Development										
Division 41501 - TIF District # 2										
Account 27100 - Other Outside Services										
7350 - ART SPACE 304	07/10/2023	100% The Wallace Building Mural	Paid by Check # 17264		07/13/2023	07/21/2023	07/21/2023	07/20/2023		13,250.00
Account 27100 - Other Outside Services Totals								Invoice Transactions 1		\$13,250.00

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Account 44000 - Program Grants										
7407 - AMT ENTERTAINMENT LLC	07/14/2023	Partial Payment Code Compliance Program	Paid by Check # 17233		07/18/2023	07/18/2023	07/18/2023		07/18/2023	2,650.00
Account 44000 - Program Grants Totals								Invoice Transactions 1		\$2,650.00
Division 41501 - TIF District # 2 Totals								Invoice Transactions 2		\$15,900.00
Department 30 - Community Development Totals								Invoice Transactions 2		\$15,900.00
Fund 15 - Special Tax Allocation # 2 Fund Totals								Invoice Transactions 2		\$15,900.00
Fund 40 - Local Improvement Fund										
Department 50 - Community Investment										
Division 44007 - CIP & Replacement										
Account 53100 - CIP Design Eng- Contractual										
4034 - THOUVENOT WADE & MOERCHEN INC 80031		Balance Due This Pay Estimate-OS2101	Paid by Check # 17324		07/19/2023	07/21/2023	07/21/2023		07/20/2023	81,273.63
Account 53100 - CIP Design Eng- Contractual Totals								Invoice Transactions 1		\$81,273.63
Account 54100 - CIP Resident Eng- Contractual										
7313 - HUTCHISON ENGINEERING, INC.	07/07/2023	Balance Due This Pay Estimate-ST1901	Paid by Check # 17294		07/19/2023	07/21/2023	07/21/2023		07/20/2023	19,918.33
7313 - HUTCHISON ENGINEERING, INC.	07/7/2023	Balance Due This Pay Estimate-OS1704	Paid by Check # 17295		07/19/2023	07/21/2023	07/21/2023		07/20/2023	21,251.16
Account 54100 - CIP Resident Eng- Contractual Totals								Invoice Transactions 2		\$41,169.49
Account 56500 - CIP Construction- Contractual										
1503 - FAGER-MCGEE CONSTRUCTION INC	07/12/2023	Balance Due This Pay Estimate-SP1002	Paid by Check # 17283		07/19/2023	07/21/2023	07/21/2023		07/20/2023	571,095.08
924 - HOLCOMB FOUNDATION ENGINEERING	I-13939	Balance Due This Pay Estimate-SP1002	Paid by Check # 17290		07/20/2023	07/21/2023	07/21/2023		07/20/2023	6,840.00
Account 56500 - CIP Construction- Contractual Totals								Invoice Transactions 2		\$577,935.08
Division 44007 - CIP & Replacement Totals								Invoice Transactions 5		\$700,378.20
Department 50 - Community Investment Totals								Invoice Transactions 5		\$700,378.20
Fund 40 - Local Improvement Fund Totals								Invoice Transactions 5		\$700,378.20
Fund 70 - Water & Sewer Fund										
Department 40 - Public Works										
Division 47000 - Support Services										
Account 27000 - Outside Printing Services										
6460 - THIRD MILLENNIUM	30148	Utility Bill Printing June 2023	Paid by Check # 17323		07/13/2023	07/21/2023	07/21/2023		07/20/2023	3,834.49
Account 27000 - Outside Printing Services Totals								Invoice Transactions 1		\$3,834.49
Division 47000 - Support Services Totals								Invoice Transactions 1		\$3,834.49
Division 47002 - Lake Management										
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	07/14/23-3	74420-01417	Paid by Check # 17258		07/19/2023	07/21/2023	07/21/2023		07/20/2023	37.37
303 - AMEREN ILLINOIS	07/14/23-4	84420-01513	Paid by Check # 17258		07/19/2023	07/21/2023	07/21/2023		07/20/2023	96.76
Account 23000 - Utilities- Electric Totals								Invoice Transactions 2		\$134.13
Division 47002 - Lake Management Totals								Invoice Transactions 2		\$134.13
Division 47011 - Water Treatment Plant										
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	07/03/23	09210-79003	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	955.71

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303 - AMEREN ILLINOIS	07/05/23-7	21320-05718	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	36.78
303 - AMEREN ILLINOIS	07/14/23-1	31230-74080	Paid by Check # 17258		07/19/2023	07/21/2023	07/21/2023		07/20/2023	64.22
637 - EGYPTIAN ELECTRIC	07/07/23-1	10469-012	Paid by Check # 17279		07/13/2023	07/21/2023	07/21/2023		07/20/2023	17,814.18
637 - EGYPTIAN ELECTRIC	07/07/23-2	10469-017	Paid by Check # 17280		07/13/2023	07/21/2023	07/21/2023		07/20/2023	12,311.36
				Account 23000 - Utilities- Electric Totals				Invoice Transactions 5		<u>\$31,182.25</u>
Account 25000 - Repairs & Maintenance- Equip										
5711 - CHLORINATORS INCORPORATED	145382	Vacuum Regulators & Ton Adaptor Assembly	Paid by Check # 17274		07/13/2023	07/21/2023	07/21/2023		07/20/2023	7,114.16
1434 - MUNICIPAL EQUIPMENT CO INC	INV0025034	Single Phase Pump	Paid by Check # 17305		07/13/2023	07/21/2023	07/21/2023		07/20/2023	509.42
				Account 25000 - Repairs & Maintenance- Equip Totals				Invoice Transactions 2		<u>\$7,623.58</u>
Account 25200 - Repairs & Maint- Other Improv										
3297 - J&S SERVICES SCOTT HELLER	104102	Mowing of Lots	Paid by Check # 17303		07/20/2023	07/21/2023	07/21/2023		07/20/2023	450.00
2832 - RON SHEW WELDING & FABRICATING INC	043067	Aluminum Flat Plates	Paid by Check # 17315		07/13/2023	07/21/2023	07/21/2023		07/20/2023	2,643.68
				Account 25200 - Repairs & Maint- Other Improv Totals				Invoice Transactions 2		<u>\$3,093.68</u>
Account 26000 - Rental Charges										
5781 - C & C PUMPS & SUPPLY SERVICE	REN02836	Diesel Pump Rental	Paid by Check # 17268		07/13/2023	07/21/2023	07/21/2023		07/20/2023	3,507.20
5781 - C & C PUMPS & SUPPLY SERVICE	INV29870	Diesel Pump Service Fee	Paid by Check # 17269		07/20/2023	07/21/2023	07/21/2023		07/20/2023	451.99
				Account 26000 - Rental Charges Totals				Invoice Transactions 2		<u>\$3,959.19</u>
Account 27300 - Operating Supplies & Materials										
269 - BRENNTAG MID-SOUTH INC	BMS454493	Chemical Bid 23-22-Chlorine	Paid by Check # 17267		07/19/2023	07/21/2023	07/21/2023		07/20/2023	9,168.00
7395 - CHEMSTREAM INC.	83561	Chemical Bid 23-22-Liquid Alum	Paid by Check # 17273		07/13/2023	07/21/2023	07/21/2023		07/20/2023	5,425.00
				Account 27300 - Operating Supplies & Materials Totals				Invoice Transactions 2		<u>\$14,593.00</u>
Account 50300 - Machinery & Equipment										
2386 - VANDEVANTER ENGINEERING INC	5568975	VFD Replacement (WTP)	Paid by Check # 17327		07/19/2023	07/21/2023	07/21/2023		07/20/2023	14,250.00
				Account 50300 - Machinery & Equipment Totals				Invoice Transactions 1		<u>\$14,250.00</u>
				Division 47011 - Water Treatment Plant Totals				Invoice Transactions 14		<u>\$74,701.70</u>
Division 47019 - Meter Services										
Account 27100 - Other Outside Services										
4039 - SIH WORKCARE/SIHMG	79320	5 Panel Drug Screen	Paid by Check # 17250		07/18/2023	07/18/2023	07/18/2023		07/18/2023	55.00
				Account 27100 - Other Outside Services Totals				Invoice Transactions 1		<u>\$55.00</u>
				Division 47019 - Meter Services Totals				Invoice Transactions 1		<u>\$55.00</u>
Division 47022 - SE Wastewater Treatment Plant										
Account 23000 - Utilities- Electric										
7140 - SR Carbondale Holdings, LLC ABA#021000021	75	Electric Bill for WWTP June 2023	Paid by EFT # 1044		07/11/2023	07/11/2023	07/11/2023		07/11/2023	5,664.53
				Account 23000 - Utilities- Electric Totals				Invoice Transactions 1		<u>\$5,664.53</u>
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	07/05/23-6	72220-06212	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	70.70

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
5807 - CONSTELLATION NEWENERGY GAS DIVISION LLC	3790089	Gas Services-June 2023	Paid by Check # 17276		07/13/2023	07/21/2023	07/21/2023		07/20/2023	8.75
Account 23100 - Utilities- Gas Totals Invoice Transactions 2										<u>\$79.45</u>
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-7	2400240-002	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	48.20
Account 25100 - Repairs & Maint- Bldg & Struc Totals Invoice Transactions 1										<u>\$48.20</u>
Account 27100 - Other Outside Services										
6313 - BC CONTRACTING	918	Mowed Overflow Lagoon	Paid by Check # 17265		07/20/2023	07/21/2023	07/21/2023		07/20/2023	495.00
1131 - ILLINOIS ENVIRONMENTAL PROTECTION AGENCY	07/11/23	NPDES Permit	Paid by Check # 17297		07/13/2023	07/21/2023	07/21/2023		07/20/2023	30,000.00
2034 - SOUTHERN ILLINOIS REGIONAL LANDFILL	3223-000011488	Grit Removal	Paid by Check # 17320		07/13/2023	07/21/2023	07/21/2023		07/20/2023	3,432.77
Account 27100 - Other Outside Services Totals Invoice Transactions 3										<u>\$33,927.77</u>
Division 47022 - SE Wastewater Treatment Plant Totals Invoice Transactions 7										<u>\$39,719.95</u>
Division 47023 - NW Wastewater Treatment Plant										
Account 23000 - Utilities- Electric										
637 - EGYPTIAN ELECTRIC	07/07/23	10469-008	Paid by Check # 17278		07/13/2023	07/21/2023	07/21/2023		07/20/2023	24,822.25
Account 23000 - Utilities- Electric Totals Invoice Transactions 1										<u>\$24,822.25</u>
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	07/05/23-9	91420-07415	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	57.06
303 - AMEREN ILLINOIS	07/05/23-10	81420-07318	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	115.61
5807 - CONSTELLATION NEWENERGY GAS DIVISION LLC	3790089	Gas Services-June 2023	Paid by Check # 17276		07/13/2023	07/21/2023	07/21/2023		07/20/2023	109.35
Account 23100 - Utilities- Gas Totals Invoice Transactions 3										<u>\$282.02</u>
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-6	132540-002	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	93.20
Account 25100 - Repairs & Maint- Bldg & Struc Totals Invoice Transactions 1										<u>\$93.20</u>
Division 47023 - NW Wastewater Treatment Plant Totals Invoice Transactions 5										<u>\$25,197.47</u>
Division 47025 - Sewage Lift Stations										
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	07/03/23-3	62320-01618	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	194.38
303 - AMEREN ILLINOIS	07/05/23-8	05320-03018	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	80.76
303 - AMEREN ILLINOIS	07/06/23-4	30320-09216	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	306.62
303 - AMEREN ILLINOIS	07/14/23	23420-06516	Paid by Check # 17258		07/19/2023	07/21/2023	07/21/2023		07/20/2023	41.84
Account 23000 - Utilities- Electric Totals Invoice Transactions 4										<u>\$623.60</u>
Division 47025 - Sewage Lift Stations Totals Invoice Transactions 4										<u>\$623.60</u>
Department 40 - Public Works Totals Invoice Transactions 34										<u>\$144,266.34</u>
Department 50 - Community Investment										
Division 47044 - Wastewater System- CIP & Replace										
Account 53100 - CIP Design Eng- Contractual										

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
5117 - RJN GROUP INC	402102	Balance Due This Pay Estimate-SA2001	Paid by Check # 17313		07/20/2023	07/21/2023	07/21/2023		07/20/2023	2,077.50
Account 53100 - CIP Design Eng- Contractual Totals								Invoice Transactions 1		\$2,077.50
Division 47044 - Wastewater System- CIP & Replace Totals								Invoice Transactions 1		\$2,077.50
Division 47045 - Water System- CIP & Replace										
Account 53100 - CIP Design Eng- Contractual										
5117 - RJN GROUP INC	396106	Balance Due This Pay Estimate-WS2401	Paid by Check # 17312		07/20/2023	07/21/2023	07/21/2023		07/20/2023	3,340.00
Account 53100 - CIP Design Eng- Contractual Totals								Invoice Transactions 1		\$3,340.00
Account 54100 - CIP Resident Eng- Contractual										
5728 - HMG ENGINEERS INC	8133.300-109	Balance Due This Pay Estimate-WS1503	Paid by Check # 17288		07/20/2023	07/21/2023	07/21/2023		07/20/2023	13,367.75
5728 - HMG ENGINEERS INC	8133.300-108	Balance Due This Pay Estimate-WS1503	Paid by Check # 17289		07/20/2023	07/21/2023	07/21/2023		07/20/2023	2,947.64
Account 54100 - CIP Resident Eng- Contractual Totals								Invoice Transactions 2		\$16,315.39
Division 47045 - Water System- CIP & Replace Totals								Invoice Transactions 3		\$19,655.39
Department 50 - Community Investment Totals								Invoice Transactions 4		\$21,732.89
Fund 70 - Water & Sewer Fund Totals								Invoice Transactions 38		\$165,999.23
Fund 71 - Parking										
Department 40 - Public Works										
Division 47100 - Public Parking Services										
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	07/05/23-5	06551-34037-Customer Owned June	Paid by Check # 17260		07/11/2023	07/21/2023	07/21/2023		07/20/2023	141.30
303 - AMEREN ILLINOIS	07/05/23-14	0115067006-June Street Lighting	Paid by Check # 17261		07/11/2023	07/21/2023	07/21/2023		07/20/2023	476.40
Account 23000 - Utilities- Electric Totals								Invoice Transactions 2		\$617.70
Division 47100 - Public Parking Services Totals								Invoice Transactions 2		\$617.70
Department 40 - Public Works Totals								Invoice Transactions 2		\$617.70
Fund 71 - Parking Totals								Invoice Transactions 2		\$617.70
Fund 72 - Solid Waste Management										
Department 40 - Public Works										
Division 47200 - Refuse & Recycling Services										
Account 27100 - Other Outside Services										
1626 - NEW EARTH COMPOST	7/01/23	June Blanket	Paid by Check # 17246		07/18/2023	07/18/2023	07/18/2023		07/18/2023	699.00
4039 - SIH WORKCARE/SIHMG	79476-1	5 Panel Drug Screen	Paid by Check # 17250		07/18/2023	07/18/2023	07/18/2023		07/18/2023	55.00
2196 - SOUTHERN RECYCLING CENTER INC	SR0723-14	June Statement	Paid by Check # 17321		07/19/2023	07/21/2023	07/21/2023		07/20/2023	1,403.20
2196 - SOUTHERN RECYCLING CENTER INC	SR0523-3	April Statement	Paid by Check # 17321		07/19/2023	07/21/2023	07/21/2023		07/20/2023	1,590.00
Account 27100 - Other Outside Services Totals								Invoice Transactions 4		\$3,747.20
Division 47200 - Refuse & Recycling Services Totals								Invoice Transactions 4		\$3,747.20
Department 40 - Public Works Totals								Invoice Transactions 4		\$3,747.20
Fund 72 - Solid Waste Management Totals								Invoice Transactions 4		\$3,747.20
Fund 73 - Rental Properties										
Department 40 - Public Works										
Division 47300 - Municipal Rental Properties										

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Account 22000 - Communications- Telephone										
4574 - FRONTIER	07/07/23-2	549-1674	Paid by Check # 17285		07/20/2023	07/21/2023	07/21/2023		07/20/2023	48.53
Account 22000 - Communications- Telephone Totals								Invoice Transactions 1		<u>48.53</u>
Account 23000 - Utilities- Electric										
303 - AMEREN ILLINOIS	06/28/23-4	83620-01513	Paid by Check # 17259		07/11/2023	07/21/2023	07/21/2023		07/20/2023	98.91
303 - AMEREN ILLINOIS	07/03/23-1	09030-28049	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	28.48
303 - AMEREN ILLINOIS	07/03/23-5	76320-01324	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	121.78
303 - AMEREN ILLINOIS	07/03/23-7	01320-02214	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	137.01
303 - AMEREN ILLINOIS	07/05/23-14	0115067006-June Street Lighting	Paid by Check # 17261		07/11/2023	07/21/2023	07/21/2023		07/20/2023	210.50
303 - AMEREN ILLINOIS	07/05/23-17	96520-02418	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	1,206.15
303 - AMEREN ILLINOIS	07/05/23-20	76520-02223	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	399.75
303 - AMEREN ILLINOIS	07/06/23-2	11320-07815	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	390.19
Account 23000 - Utilities- Electric Totals								Invoice Transactions 8		<u>\$2,592.77</u>
Account 23100 - Utilities- Gas										
303 - AMEREN ILLINOIS	07/05/23-16	46520-02011	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	57.41
303 - AMEREN ILLINOIS	07/05/23-20	76520-02223	Paid by Check # 17258		07/11/2023	07/21/2023	07/21/2023		07/20/2023	57.92
5807 - CONSTELLATION NEWENERGY GAS DIVISION LLC	3790089	Gas Services-June 2023	Paid by Check # 17276		07/13/2023	07/21/2023	07/21/2023		07/20/2023	28.19
Account 23100 - Utilities- Gas Totals								Invoice Transactions 3		<u>\$143.52</u>
Account 23200 - Utilities- Water & Sewer										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-1	101210-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	8.98
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-2	101220-018	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	85.62
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-3	112400-016	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	82.05
Account 23200 - Utilities- Water & Sewer Totals								Invoice Transactions 3		<u>\$176.65</u>
Account 25100 - Repairs & Maint- Bldg & Struc										
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-1	101210-001	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.20
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-2	101220-018	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.20
313 - CARBONDALE WATER & SEWAGE SYSTEMS	07/10/23-3	112400-016	Paid by Check # 17272		07/19/2023	07/21/2023	07/21/2023		07/20/2023	3.20
Account 25100 - Repairs & Maint- Bldg & Struc Totals								Invoice Transactions 3		<u>\$9.60</u>
Division 47300 - Municipal Rental Properties Totals								Invoice Transactions 18		<u>\$2,971.07</u>
Department 40 - Public Works Totals								Invoice Transactions 18		<u>\$2,971.07</u>
Fund 73 - Rental Properties Totals								Invoice Transactions 18		<u>\$2,971.07</u>
Fund 79 - Group Health Insurance										
Account 14012-010 - Intrafund F/R Due from Operating										
406 - CARBONDALE MEDICAL CLAIMS	07/07/2023	Medical Claims 07/02/2023	Paid by Check # 17219		07/11/2023	07/11/2023	07/11/2023		07/11/2023	184,445.48

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
406 - CARBONDALE MEDICAL CLAIMS	07/14/2023	Medical Claims	Paid by Check #		07/18/2023	07/18/2023	07/18/2023		07/18/2023	208,965.64
		07/14/2023	17235							
406 - CARBONDALE MEDICAL CLAIMS	July 20, 2023	Record Medical Claims for	Paid by Check #		07/20/2023	07/21/2023	07/21/2023		07/20/2023	167,222.87
		FY24 07/20/23-A.	17271							
Account 14012-010 - Intrafund F/R Due from Operating Totals								Invoice Transactions 3		\$560,633.99
Department 77 - Internal Service										
Division 47900 - Group Health Insurance										
Account 27100 - Other Outside Services										
6319 - DIMOND BROS.	855402	Monthly Installment for	Paid by Check #		07/11/2023	07/11/2023	07/11/2023		07/11/2023	3,333.33
		Aug 2023	17226							
Account 27100 - Other Outside Services Totals								Invoice Transactions 1		\$3,333.33
Account 28100 - Insurance & Bonds										
6527 - AmWINS Group Benefits, Inc.	7932884	Retiree Health Insurance-	Paid by Check #		07/20/2023	07/21/2023	07/21/2023		07/20/2023	7,920.00
		August2023	17263							
Account 28100 - Insurance & Bonds Totals								Invoice Transactions 1		\$7,920.00
Division 47900 - Group Health Insurance Totals								Invoice Transactions 2		\$11,253.33
Department 77 - Internal Service Totals								Invoice Transactions 2		\$11,253.33
Fund 79 - Group Health Insurance Totals								Invoice Transactions 5		\$571,887.32
Fund 80 - Fire Pension										
Account 20405-010 - Intra F/P General Fund										
394 - CITY OF CARBONDALE	07/05/2023	Reimbursement for	Paid by Check #		07/11/2023	07/11/2023	07/11/2023		07/11/2023	39.60
		Interfund Payable	17222							
394 - CITY OF CARBONDALE	07/03/2023	Salary & Fringe June	Paid by Check #		07/11/2023	07/11/2023	07/11/2023		07/11/2023	1,624.33
		2023	17223							
Account 20405-010 - Intra F/P General Fund Totals								Invoice Transactions 2		\$1,663.93
Fund 80 - Fire Pension Totals								Invoice Transactions 2		\$1,663.93
Fund 81 - Police Pension										
Account 20405-010 - Intra F/P General Fund										
394 - CITY OF CARBONDALE	7/05/23	Reimbursement for	Paid by Check #		07/11/2023	07/11/2023	07/11/2023		07/11/2023	20.40
		Interfund Payable	17224							
394 - CITY OF CARBONDALE	7/03/23	Salary & Fringe June	Paid by Check #		07/11/2023	07/11/2023	07/11/2023		07/11/2023	1,547.33
		2023	17225							
Account 20405-010 - Intra F/P General Fund Totals								Invoice Transactions 2		\$1,567.73
Department 80 - Fiduciary										
Division 48100 - Police Pension										
Account 20000 - Professional & Consultant Fees										
6191 - DENNIS ORSEY	07/18/2023	Professional Retainer	Paid by Check #		07/18/2023	07/18/2023	07/18/2023		07/18/2023	2,250.00
		Fees	17238							
Account 20000 - Professional & Consultant Fees Totals								Invoice Transactions 1		\$2,250.00
Division 48100 - Police Pension Totals								Invoice Transactions 1		\$2,250.00
Department 80 - Fiduciary Totals								Invoice Transactions 1		\$2,250.00
Fund 81 - Police Pension Totals								Invoice Transactions 3		\$3,817.73

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
						Grand Totals	Invoice Transactions 200			\$2,190,954.43

DIRECTOR OF FINANCE

CITY MANAGER

DATE

DATE

This is to certify that the above warrant was duly presented at a meeting of the council on _____ and payment of said warrant has been made in accordance with the Carbondale Revised Code.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk

LIST OF WARRANTS REVIEWED BY:

Jeffrey M. Davis, City Treasurer



MINUTES

Carbondale Planning Commission
Wednesday, January 11th, 2023
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:05 p.m.

Members Present: Litecky, Sheffer, Hamilton, Lilly, Burnside, Carrier, and Doherty (ex-officio)

Members Absent: Love

Staff Present: Lenzini, Maxwell, Becker

1. Approval of Minutes:

Ms. Lilly moved, seconded by Dr. Hamilton, to approve the minutes for November 2nd, 2022.

2. Citizen Comments or Questions

There were none.

3. Report of Officers, Committees, Communications

There were none.

4. Public Hearings

PC 23-05: Terry C Haynes, on behalf of the Board of The Door Christian Fellowship Church is requesting to rezone two parcels located at the southeast corner of Murphysboro Rd. and N. Parrish Ln. from AG, General Agriculture District and R-1-8 Low Density Residential District to PA, Professional Administrative Office District, in order to build a new house of worship.

Ms. Litecky declared Public Hearing PC 23-05 open and for Ms. Becker to review PC 23-05.

Ms. Litecky asked Ms. Becker to read the staff report. Ms. Becker read Parts A and B of

the staff report.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Sheffer wanted clarification that the church could still build on the 3.31 acres no matter the outcome of the Planning Commission Meeting. Ms. Becker confirmed Mr. Sheffer's statement.

Mr. Carrier wanted to confirm that the church has not yet purchased the parcels in question. Ms. Becker confirmed that as of the date of the meeting, the parcels had not been purchased. Mr. Carrier wanted to confirm that if the commission approved the zoning change and then the church did not purchase the parcel, that the zoning would still be changed. Ms. Becker confirmed.

Dr. Hamilton noted that the traffic count dates were outdated and questioned if they would higher if the counts were more current. Ms. Becker stated that the traffic counts presented were the most recent available from the Illinois Roadway Analysis Database.

Ms. Litecky asked if the applicant was present and wished to speak.

Board members from the church were present but did not wish to speak.

Ms. Litecky asked if there were any questions for the applicant.

There were no questions of the applicant.

Ms. Litecky asked if anyone wished to speak in favor.

There were none.

Ms. Litecky asked if anyone wished to speak in opposition.

Ms. Mary O'Hara stepped forward to speak. Ms. O'Hara stated she is a resident at 104 N Parrish Ln. and opposes the rezoning proposal. Ms. O'Hara handed staff additional petition papers signed by residents of the neighborhood who are opposed to the rezoning proposal.

Mr. Tom Redmond stepped forward to speak. Mr. Redmond is also a resident at 104 N Parrish. Mr. Redmond read a letter he had sent staff regarding his opposition to the rezoning proposal. Mr. Redmond stated that he would like to see the development of existing vacant properties in town rather than the rezoning and new development taking place on the lot in question.

Ms. Beth Fisher of 106 N Parrish Ln. stepped forward to speak. Ms. Fisher stated she is opposed to the proposed rezoning. Ms. Fisher fears that if the rezoning is completed and the church chooses not to buy the property or later sells it, the property could be developed in a way that interferes with the neighborhood's property value, traffic, and noise levels.

Ms. Fisher stated that she would like to see the development of existing vacant properties in town rather than the rezoning and new development taking place on the lot in question.

Ms. Beatrice Geraci, owner of 200 N Parrish, stepped forward to speak. Ms. Geraci stated that the area in which the rezoning is proposed is highly congested with traffic and she feels that the rezoning and development of the property would add to this issue.

Ms. Catherine Field of 610 S Tower Rd. stepped forward to speak. Ms. Field stated she is the president of the board of Carbondale Elementary District 95, but is not speaking on behalf of the board as she was not able to bring this issue before them. Ms. Field is concerned that the proposed rezoning and development would increase traffic and congestion near Parrish School. Ms. Field provided numbers of the amount of Pre-K, Kindergarten, and First Grade students at Parrish School. Ms. Field does not want the rezoning to interfere or disrupt the traffic to and from Parrish School.

Ms. Katie Hnetkovsky, the daughter and representative of Steve Hnetkovsky of 204 N Parrish Ln, stepped forward to speak. Ms. Hnetkovsky read an email that Steve Hnetkovsky had sent to city staff voicing his opposition.

Ms. Maxwell, Senior Planner for the City of Carbondale, stepped forward to read emails of opposition from community members that were not present.

Ms. Litecky asked if the Commissioners had questions for those that spoke in opposition.

Mr. Carrier asked the neighborhood members present if there were no entrances to the property on Parrish Lane, would they change their opposition to the zoning change. Ms. O'Hara stepped forward and stated she did not believe that is the solution to the oppositions raised. Ms. Geraci stepped forward again and stated she believes this correlates directly with her reason for opposition. Ms. Geraci stated any entrance/exit added would add more danger due to traffic.

Mr. Sheffer asked Ms. Geraci and those in opposition if they realized that as the property is currently zoned, a developer could still add entrances to the larger parcel in question.

Ms. Becker read Parts C and D of the staff report for PC 23-05, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Sheffer asked staff if the Commission could put a special use permit on the rezoned property, and if it would only take effect if the property was developed. Mr. Lenzini confirmed. Mr. Lenzini also stated that as one of the parcels is currently zoned as AG, it already allows for development that the neighboring property owners might disapprove of.

Mr. Carrier asked staff if they had any response to the reasons for opposition raised. Ms. Becker responded with a discussion of current zoning and automobile usage.

Ms. Litecky asked if there were questions from anyone to anyone.

Dr. Burnside questioned why the church organization was attempting to rezone when a church could already be constructed as the larger parcel is currently zoned. Mr. Matt Jones, a member of The Door Christian Church, stepped forward to speak. Mr. Jones stated it was his understanding that the church requested a zoning change at the suggestion of the City..

Mr. Sheffer asked Mr. Jones if the smaller parcel was needed for their building plans at all. Mr. Jones stated he doesn't believe the section would be needed for construction purposes but it is his understanding that it would make the site plans and building codes easier to follow. Mr. Jones stated that the church intends to purchase the parcels in question regardless of the outcome of this case.

Mr. Sheffer asked to clarify that the church still intended to develop the larger parcel once purchased. Mr. Jones confirmed that this was his understanding.

Mr. Carrier asked city staff if the church could apply for a special use permit for the use of the smaller parcel if the rezoning was not granted. Mr. Lenzini explained the options that were presented to the church regarding rezoning.

Mr. Carrier asked if larger setbacks would be more appropriate for the neighborhood. Mr. Lenzini responded and a discussion about zoning ensued.

Dr. Burnside asked if the church had purchased the property in question yet. It was confirmed that had not. Dr. Burnside questioned if a zoning change can be requested for property that is not owned by the person making the request. Ms. Litecky stated that her understanding was yes due to a previous case. Dr. Burnside wanted to confirm that the previous case was under special use and a contingency offer, which is not the circumstances of this case. Mr. Lenzini confirmed.

Ms. Litecky clarified Dr. Burnside's question whether or not there had been cases in the past where rezoning was proposed before the property was purchased. Mr. Lenzini could not confirm.

Mr. Doherty asked city staff if they had documentation of the interest The Door had in purchasing the property, such as a purchase agreement contingent on the rezoning. Ms. Becker confirmed that a sales contract was given to staff.

Mr. Doherty asked city staff if the city attorney had found that to be adequate in showing interest in purchasing to allow for a special use permit or rezoning. Mr. Lenzini confirmed. Ms. Becker noted that there was no contingency written in the sales contract.

Mr. Redmond stepped forward and asked if the applicant had legal standing in their request for rezoning since they have yet to purchase the property and do not have a contingency offer in place. Mr. Redmond also questioned whether or not staff had suggested a special use permit instead of rezoning. Mr. Redmond also questioned of the legality of the

neighborhood notification not being given with enough notice and the meeting not being rescheduled. Mr. Lenzini confirmed that the city attorney had confirmed verbally the legality of the notification. Ms. Maxwell presented a letter she had sent to the applicant regarding the special use permit process. She confirmed that after discussion, the recommendation for rezoning was made.

Mr. Jamie Sin, a councilman at the church, stepped forward and wished to confirm that the rezoning would only take place after the purchase of the property. Mr. Lenzini replied that this was not the case. A discussion took place about zoning and land use.

Ms. Litecky asked Mr. Sin if the church had made contact with any of the neighboring property owners. Mr. Sin confirmed that they had not.

Mr. Sheffer asked staff if the committee could recommend the case to city council with certain requirements. Mr. Lenzini believes that this could be done but doubts the helpfulness of doing such. Mr. Doherty raised the concern of contract zoning taking place.

Mr. Lenzini asked if the neighborhood would be more comfortable with a special use of the R-1 parcel instead of rezoning. Ms. O'Hara stated she believed more information and time would be needed before the neighborhood would be able to make that decision.

Dr. Hamilton asked if the discussion could be tabled until the next meeting so the neighborhood could have more time to discuss. Mr. Lenzini discussed the issues involved with this option.

Dr. Burnside questioned the content of the sale contract. Ms. Becker confirmed that the contract states the closing date for the sale is on January 18th, 2023. Mr. Burnside wanted to confirm that after that date, the church would be able to legally apply for a special use or rezoning if the property was under their ownership. Ms. Becker confirmed.

Ms. Litecky declared PC 23-05 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved that the Commission table PC 23-05, seconded by Dr. Burnside.

Roll Call Vote:

Yes – 6 (Carrier, Burnside, Lilly, Hamilton, Sheffer, Litecky)

No – 0

Mr. Jones stepped forward and confirmed the applicant would like to withdraw the application.

5. Old Business

There was none.

6. New Business

There was none discussed.

7. Adjournment

Ms. Litecky adjourned the meeting at 8:28 p.m.



MINUTES

Carbondale Planning Commission
Wednesday, April 5th, 2023
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:05 p.m.

Members Present: Litecky, Hamilton, Allee, Carrier

Members Absent: Sheffer, Burnside, Love, Doherty (ex-officio)

Staff Present: Lenzini, Becker, Maxwell

1. Approval of Minutes:

Mr. Carrier moved, seconded by Dr. Hamilton, to approve the minutes for March 15, 2023.

2. Citizen Comments or Questions

Pheral Lamb stepped forward to introduce themselves and spoke about their plans for community involvement and their interest in the commission's work.

3. Report of Officers, Committees, Communications

There were none.

4. Public Hearings

PC 23-07 The City Council of the City of Carbondale, Illinois has directed city staff to initiate a text amendment to Title 15 of the City of Carbondale Revised Code (CCRC) to define and allow for community gardens and their associated accessory uses.

Ms. Litecky declared Public Hearing PC 23-07 open.

Ms. Litecky asked Ms. Becker to read the staff report. Ms. Becker read Part A of the staff report.

Ms. Litecky asked if the Commissioners had questions for staff.

Commissioners had no questions of staff.

Ms. Litecky asked if the applicant was present and wished to speak.

City staff was present and willing to answer any questions.

Ms. Litecky asked if anyone wished to speak in favor.

Mr. Hall stepped forward to speak in favor of PC 23-07. Mr. Hall asked city staff what kind of structures would be permitted in community gardens. Ms. Becker stated that the text amendment allows for sheds or gazebos as accessory structures in community gardens.

Ms. Litecky asked if anyone wished to speak in opposition.

Victor Ludwig stepped forward and stated that he seeks clarification. Mr. Ludwig noted that he did not see anything in the proposal allowing greenhouses and asked if glass structure greenhouses would be allowed. Mr. Lenzini stated that they would be allowed and considered a principle structure.

Mr. Ludwig stated he was opposed to the fact that there is no grandfather clause in the proposal regarding structures on existing community gardens. Mr. Lenzini stated that the city would work with existing community gardens regarding their existing structures.

Mr. Ludwig stated that his opposition is based on this is not being outlined within the proposal. Mr. Ludwig stated he would like those going through the permit process for community gardens to be rewarded in some way by the City.

Ms. Litecky asked the Commissioners if they had any questions for the community member.

There were none.

Ms. Litecky asked Ms. Becker to read Parts B and C of the staff report. Ms. Becker read Parts B and C of the staff report for PC 23-07, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Carrier asked about requirements for insurance coverage for community gardens. Mr. Lenzini stated he believes that is a decision for the private property owner or community garden organization to make. Mr. Lenzini asked if there were any community garden members present that would like to share their input. Abby Cruz, a member of several community gardens in Carbondale, stepped forward to speak. Ms. Cruz stated the three gardens she is involved with do have insurance policies.

Dr. Hamilton asked Mr. Lenzini what additional costs were foreseen with the policing of community gardens. Mr. Lenzini discussed the potential enforcement needed for community gardens.

Ms. Allee voiced concern about the design and maintenance plan for a zoning certificate to be given to those wishing to start a community garden and discussed possible changes to the text amendment. Ms. Becker discussed the intention behind the design and maintenance plan. Ms. Maxwell added that there are no limits or requirements as the text amendment is written.

Mr. Carrier asked if a community garden would need to renew their permit or if it was continuous after first obtaining their zoning certificate. Mr. Lenzini confirmed that it would be a one-time zoning certificate without need for renewal. Mr. Carrier and Mr. Lenzini discussed the process of decommissioning community gardens that have fallen wayside.

Dr. Hamilton asked how many community gardens currently existed in Carbondale. Dr. Hamilton also asked what the demand of new gardens or a need for text amendment was. Ms. Becker stated that there are 10 community gardens currently in Carbondale. Ms. Becker stated the text amendment was not necessarily a response to community request but rather to support existing community gardens and allow for more to be established.

Ms. Litecky asked if there were questions from anyone to anyone.

Pheral Lamb stepped forward and asked if the text amendment could be written to include more flexibility for greenhouses. Mr. Lenzini discussed principle and accessory structures and their limits on community gardens. Mr. Carrier discussed the need for clarification of the definition of greenhouses. Mr. Lenzini discussed the possibility of increasing the limit on size of principle structures. Ms. Becker clarified that most hoop houses are not considered an accessory structure since they are temporary structures. Ms. Becker discussed the differences between hoop houses, greenhouses, sheds, gazebos, the size limits for them and their use categories. The commissioners agreed to change the size limit of a principle structure on a community garden lot from 5% of overall lot size, to 10% of the overall lot size.

Mr. Ludwig stepped forward and asked if the commission realized that raising the limit of a principle structure to 10% of total lot size would include not only community gardens, but all parks and open spaces. Mr. Lenzini stated he did not foresee this becoming an issue.

Dan Jutrice stepped forward and asked if there was a cost associate with a community garden application. Ms. Becker stated that zoning certificates, which include fences, site plans, accessory structures, etc., have a \$10 fee and that community gardens would need a zoning certificate. Mr. Jutrice asked if community gardens would have support from the city for community garden organizations seeking funding. Ms. Becker stated that the city is able to write letters of support for community gardens who may seek outside grants or funding.

Pheral Lamb stepped forward again and asked if community gardens should be included in the same area of code as parks and open areas, or if it would be better if community gardens were their own category. Ms. Becker stated that staff chose to outline community gardens as an example of a principle use because previously, community gardens had been included

in the definition of parks and open areas.

Ms. Litecky declared PC 23-07 closed and asked for a motion on the findings of fact.

Mr. Carrier moved that the Commission accept as findings of fact Part A & B of the staff report for PC 23-07, and seconded by Dr. Hamilton.

The motion was passed with a unanimous voice vote.

Ms. Litecky asked for a motion for the recommendation to City Council

Mr. Carrier moved to recommend City Council to approve PC 23-07 as proposed with the inclusion of the commission's decision to raise the principle structure limit to 10%, seconded by Dr. Hamilton

Roll Call Vote:

Yes – 3 (Carrier, Hamilton, Litecky)

No – 1 (Allee)

Mr. Lenzini stated that the item will move forward with recommendation for approval of PC 23-07 for the April 25th City Council meeting.

PC 23-08 The City Council of the City of Carbondale, Illinois has directed city staff to initiate a text amendment to the City of Carbondale Revised Code (CCRC) to define and establish parameters for pollinator-supportive landscaping.

Ms. Litecky declared Public Hearing PC 23-08 open and for Ms. Becker to review PC 23-08.

Ms. Litecky asked Ms. Becker to read the staff report. Ms. Becker read part A of the staff report.

Ms. Litecky asked if the Commissioners had questions for staff.

Commissioners had no questions of staff.

Ms. Litecky asked if the applicant was present and wished to speak.

City staff was present and willing to answer any questions.

Ms. Litecky asked if there were any questions for the applicant.

There were no questions of the applicant.

Ms. Litecky asked if anyone wished to speak in favor.

Ms. Jane Cogey stepped forward and spoke in favor of PC 23-08.

Ms. Litecky asked if anyone wished to speak in opposition.

There were none.

Ms. Becker read Parts B and C of the staff report for PC 23-08, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Carrier asked who would be policing pollinator gardens. Ms. Becker stated that the neighborhood weed inspector would be. Mr. Carrier asked if they would be receiving special training relating to pollinator gardens. Ms. Becker confirmed. There was a discussion about the weed inspector position and policy.

Dr. Hamilton asked how much education would be provided to the new weed inspector. Ms. Becker confirmed that the weed inspector would receive training from the University of Illinois Extension. There was a discussion between the commissioners and staff about the city code and the enforcement of the code, and reasons for specific language being used within the code for clarification and protection rather than restriction.

Ms. Litecky asked if there were questions from anyone to anyone.

Ms. Cogey stepped forward and asked Mr. Carrier if there was anything in particular in the list of requirements that he disliked or if it was the requirements in general. Mr. Carrier stated he didn't like the idea that there needs to be written regulations on gardening but he understands that this text amendment is in the spirit of protection rather than restriction.

Mr. Joe Powers stepped forward and asked for clarification between the difference of a flower garden and a pollinator garden. Mr. Powers asked for clarification on what the sight visibility standards meant and if this was the 15 foot required front setback. Ms. Becker confirmed sight visibility standards and clarified that flower gardens and pollinator gardens are the same.

Ms. Litecky declared PC 23-08 closed and asked for a motion on the findings of fact.

Mr. Carrier gave a motion for a finding of fact, seconded by Ms. Allee.

The motion was passed with a unanimous voice vote.

Ms. Allee moved that the Commission recommend approval of PC 23-08 to City Council, seconded by Mr. Carrier.

Roll Call Vote:

Yes – 4 (Carrier, Allee, Hamilton, Litecky)

No- 0

Mr. Lenzini stated that the item will move forward with recommendation for approval for the April 25th City Council meeting.

5. Old Business

There was none.

6. New Business

There was none discussed.

7. Adjournment

Dr. Hamilton moved to adjourn the meeting, seconded by Mr. Carrier.



MINUTES

Carbondale Planning Commission
Wednesday, April 26th 2023
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:05 p.m.

Members Present: Litecky, Sheffer, Carrier, Weiss, Hamilton, Doherty (ex-officio)

Members Absent: Allee, Lilly, Burnside, Love

Staff Present: Lenzini, Gibson, Maxwell

1. Approval of Minutes:

There were none to approve.

2. Citizen Comments or Questions

There were none.

3. Report of Officers, Committees, Communications

Ms. Litecky introduced Mr. Brad Weiss, the Planning Commission's newest member.

4. Public Hearings

PC 23-09 Kaw River Management, LLC is requesting a Special Use Permit for a Social Service Facility for Post-Incarceration Rehabilitation, in an R-3, High Density Residential District for property located at 805 West Freeman Street

Ms. Litecky declared Public Hearing PC 23-09 open and for Ms. Gibson to review PC 23-09.

Ms. Litecky asked Ms. Gibson to read the staff report. Ms. Gibson read Part A and B of the staff report.

Ms. Litecky asked if the Commissioners had questions for staff.

Commissioners had no questions of staff.

Ms. Litecky asked if the applicant was present and wished to speak.

Mr. James Gregg of Kaw River Management stepped forward to speak. Mr. Gregg spoke about the mission of Kaw River Management and the intent of the proposed facility.

Ms. Litecky asked if there were any questions for the applicant.

Mr. Sheffer asked how many sites Kaw River Management currently managed. Mr. Gregg stated that he and his business partner, Mr. Huebner, have one post-incarceration facility in Missouri. Ms. Julie Salmi from the Bureau of Prisons, who is partnering with Kaw River, stepped forward to speak about her involvement with various post-incarceration and residential reentry facilities across the country.

Mr. Doherty asked when the property was last used as the House of Glass, the post-incarceration facility that was formerly located at 805 West Freeman Street. Mr. Gregg stated he did not know the exact date but that he believed it ended being the House of Glass 5 years ago.

Mr. Doherty asked if the Bureau of Prisons was aware of the process Kaw River is going through at this point to create a new facility. Mr. Gregg confirmed the Bureau of Prisons was aware. Mr. Gregg explained that the Bureau of Prisons prefers for organizations such as Kaw River to obtain city approval before the Bureau of Prisons will move forward in their process.

Mr. Doherty asked if Kaw River obtaining a special use permit would be perceived as city approval for the Bureau of Prisons to move forward. Mr. Gregg confirmed.

Dr. Hamilton asked what percentage of residents would be male and female. Ms. Salmi stated the contract was for 40 residents total, with 30 residents being male and 10 residents being female.

Dr. Hamilton asked if Ms. Salmi had any history she could share about coed post-incarceration facilities. Ms. Salmi stated most post-incarceration facilities are coed.

Dr. Hamilton asked if any problems have arisen from facilities being coed. Ms. Salmi stated there is a gender separation plan that will be in place to limit contact between the two genders and the genders are not allowed to intermingle.

Mr. Carrier asked how long Kaw River has operated their other facility. Mr. Gregg stated that Kaw River took over management of the facility in Missouri in January of 2022.

Mr. Carrier asked to clarify that Kaw River has only been operating their facility for just over 1 year. Mr. Gregg confirmed that he and Mr. Huebner had only owned the facility for a little over 1 year.

Mr. Carrier sought to clarify whether Ms. Salmi's involvement would end when the approval process through the Bureau of Prisons was done. Ms. Salmi stated that her involvement would not be ending but that her role would continue with the facility, as the Vice President of Compliance. Ms. Salmi stated that she would have daily contact with the facility and be visiting the facility no less than 4 times per year.

Mr. Sheffer asked what type of offenses the residents at the facility would be charged with. Ms. Salmi stated there would be a wide variety among the residents' charges. Ms. Salmi explained that there is a 5 factor review process for inmates being considered for the residential release program, so the likelihood of a resident being a violent offender is very low. Ms. Salmi stated that the majority of residents would be nonviolent offenders coming from low or medium level security facilities.

Mr. Sheffer asked if there was a particular reason why they were looking to place their facility in a city like Carbondale and not a lower population area out in the country. Ms. Salmi stated that the Bureau of Prisons gave 4 counties in which they would want a facility, and that they sought to find a suitable property in a suitable area to provide services. Mr. Gregg stated that the reason for wanting the facility in town is to help residents transition back into society more easily with the use of public transport and availability of jobs.

Mr. Sheffer referenced statistics provided by Kaw River that only .13% of residents at residential reentry facilities recommit a crime and asked for elaboration from Mr. Gregg. Mr. Gregg stated that the statistic is from a study done by the Bureau of Prisons in 2020.

Mr. Sheffer clarified that he wanted to hear Mr. Gregg's expertise on the individuals included in the aforementioned study and the individuals that will be residents at Kaw River's facility. Mr. Gregg stated that the individuals included in the study are individuals that were in residential reentry facilities just like the facility Kaw River has proposed.

Mr. Carrier asked what the process the company has if a resident commits a crime and what changes the company would pursue to ensure it does not happen again. Ms. Salmi stated that while they could not predict a resident committing a crime, they are able to put procedures in place that would strongly discourage for a resident to commit a crime. Ms. Salmi explained the internal discipline structure that would be implemented at the facility and that the facility has the capacity to send residents back to prison or jail if a resident were a repeat offender or an offense grievous enough. Ms. Salmi also spoke about the use of GPS tracking on all facility residents.

Mr. Carrier asked what the ratio of staff to residents was for the facility. Ms. Salmi stated that the facility would have 8-10 residential monitors. Ms. Salmi detailed the staffing that the facility hopes to have.

Ms. Litecky asked how many people owned Kaw River Management LLC. Mr. Greg stated there are 2 owners currently but that they wished to expand with more minority partners.

Ms. Litecky asked where the company was based out of. Mr. Greg stated the Kansas City

area.

Ms. Litecky asked if there would be a manager overseeing the facility aside from the 8-10 staff. Mr. Gregg confirmed that there would.

Ms. Litecky asked what the qualifications of the residential staff would be. Ms. Salmi explained that key staff, such as case managers and employment specialists, require specialized experience and education. Ms. Salmi explained that the minimum requirement for security staff is a High School Diploma or GED, but that it is preferred security or residential staff to have at least one year of experience in a similar field.

Ms. Litecky asked if Kaw River plans to stay with the Federal Bureau of Prisons or if they plan to negotiate with the state prison system. Ms. Salmi stated that the facility would only be federal.

Ms. Litecky asked how many registered sex offenders would be housed at the facility on average. Ms. Salmi said on average it would be a low percentage but is not able to give a specific number.

Mr. Carrier asked what determines which post incarceration facility an person is sent to, whether or not the person having ties to the area was considered or not. Ms. Salmi stated that residents are referred to specific post incarceration facilities typically because they were sentenced in the area of the facility or because they have family ties in the area.

Mr. Carrier asked what the next step is after a person leaves the facility. Ms. Salmi stated that the next step is home confinement and from home confinement, most residents go on supervised release or probation.

Ms. Litecky asked if anyone wished to speak in favor.

Ms. Gibson read a letter of support sent by Marty McMichael, the senior pastor at Murphysboro United Methodist Church.

Ms. Sarah Buila stepped forward to speak in favor of PC 23-09. Ms. Buila stated she is a professor at SIU and a resident of the Arbor District. Ms. Buila stated she sees this facility as a positive for Carbondale. Mr. Carrier asked if she had any concerns for her neighborhood with this facility being nearby. Ms. Buila stated she did not have any concerns.

Ms. Litecky asked if anyone wished to speak in opposition.

Ms. Heather Reeder stepped forward to speak in opposition. Ms. Reeder is the regional property manager for Odin Properties. Ms. Reeder stated she wants the neighborhood to remain safe for tenants at the properties she manages. Ms. Litecky asked Ms. Reeder how long her company had owned properties in Carbondale. Ms. Reeder stated the company had owned their properties for 2 years.

Ms. Litecky asked Ms. Gibson to read Part C.

Ms. Gibson read Part C of the staff report for PC 23-09, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Doherty asked if the special use permit can have conditions placed on it. Ms. Gibson confirmed it can.

Mr. Doherty asked if approval of the Bureau of Prisons could be a condition placed on the special use permit. Ms. Gibson confirmed it could.

Mr. Doherty asked if a condition could be added limiting the facility to housing residents from the Federal Bureau of Prisons only. Ms. Gibson confirmed.

Ms. Litecky asked if there were questions from anyone to anyone.

Ms. Vankevia Garner stepped forward and asked the applicants if there would be psychological services provided at the facility. Ms. Salmi stated there would not be psychologists on staff but there would be case managers and counselors. Ms. Salmi stated that they would refer residents to local services if a resident were to need specialized counseling.

Ms. Jennifer Russo, a neighboring property manager, stepped forward and asked how much freedom the residents would have and shared her concerns due to the past issues when the building was the House of Glass. Ms. Salmi stated that with the facility's accountability program, she does not foresee that any of the issues seen previously at the House of Glass would occur at Kaw River's facility.

Mr. Anthony Lamcheck asked about the requirement of a High School Diploma or GED of residential monitors and what the procedure would be if a residential monitor does something they aren't supposed to do in regards to the residents. Ms. Salmi stated that there would be annual training with the Bureau of Prisons, preservice training, and other specified trainings.

Ms. Litecky asked if there would always be a member of professional, key staff present when nonprofessional staff is working. Ms. Salmi stated that key staff would not be working overnight but would be working late or odd hours.

Mr. Lenzini asked for elaboration on the curfew that would be in effect for residents. Ms. Salmi stated the residents would be required to be within the facility from 9 p.m. to 6 a.m. unless the resident is out for an approved activity such as work, school, counseling.

Mr. Ryan Nation stepped forward and asked for clarification that the residents at the facility

would eventually be released to the community anyway and that residents coming to the facility is just additional oversight before they are released. Mr. Gregg stated that residents are typically released early from prison to come to the program and that yes, they would likely be released to the area once their sentence was up regardless of if they were in the program or not.

Mr. David Cronin stepped forward and asked if the commission thought it was counterintuitive to the City's rental conversion grant program to have the facility near rental properties. Mr. Lenzini stated that he did not believe it was counterintuitive.

Mr. Cronin asked if Kaw River Management was a non-profit or for-profit company, and if the company is for-profit, who receives the profit. Mr. Gregg confirmed that the company is for-profit and that the owners and investors of the company receive any profits earned.

Ms. Reeder stepped forward and asked the applicant if the GPS tracking device residents would be using are removable. Ms. Reeder also asked for specifics on how the geo-fencing would protect adjacent properties from residents. Mr. Gregg stated that GPS device is removable but if a resident were to remove their device, staff would immediately be notified and address the issue. Mr. Gregg stated that the geo-fencing has very precise tracking that allows them to even control what side of the street a resident is allowed to walk on and would alert staff if a resident were to go somewhere they aren't permitted.

Ms. Pam Brown stepped forward and asked the applicant what other sites have been considered for their proposed facility. Mr. Gregg stated that a few other sites were considered but were ruled out for various reasons. Mr. Gregg stated that the interest in the proposed property is partially because of its past use as a post-incarceration facility.

Ms. Marcia Jackson stepped forward and asked the commissioners if they would want a facility such as this in their neighborhood. Ms. Litecky stated that she is a resident of the Arbor District and does live near a similar facility that houses several registered sex offenders.

Ms. Reeder stepped forward again and asked what type of assurance the city was able to provide in regards to neighborhood appearance and stability. Mr. Carrier stated he is a property owner in the Arbor District and he sees Kaw River as a company looking to invest in Carbondale and any investment in the neighborhood is a step forward.

Ms. Reeder asked the applicant if they could provide more of a guarantee for safety for residents at her company's properties. Mr. Gregg stated he would be willing to give his personal phone number to neighboring properties to ensure that any issues they had could be dealt with appropriately.

Ms. Buila stepped forward and asked Kaw River to provide success stories of residents at similar facilities. Ms. Salmi stepped forward and provided secondhand information about success stories she has been told from colleagues of hers. Mr. Huebner stepped forward and gave success stories from the facility Kaw River Management runs in Missouri.

Mr. Carrier asked the applicant if they could guarantee that lines of communication would remain open with the neighborhood. Mr. Gregg confirmed that they would.

Ms. Litecky declared PC 23-09 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved that the Commission accept as findings of fact Part A & B of the staff report for PC 23-09, the applicant was present, one person spoke in favor, one letter of support was read, five spoke in opposition, and seconded by Dr. Hamilton.

The motion was passed with a unanimous voice vote.

Ms. Litecky asked for a motion for the Commission to vote on the 7 criteria together or separately.

Mr. Sheffer moved that all the Commission vote on all 7 criteria together, seconded by Mr. Carrier.

Roll Call Vote:

Yes – 5 (Weiss, Carrier, Hamilton, Sheffer, Litecky)

No- 0

Ms. Litecky asked for a motion on whether all criteria has been met.

Mr. Sheffer moved that the applicant has met all 7 criteria, seconded by Dr. Hamilton.

Roll Call Vote:

Yes – 5 (Weiss, Carrier, Hamilton, Sheffer, Litecky)

No- 0

Ms. Litecky asked for a motion on granting the Special Use Permit

Mr. Sheffer moved that the Commission recommend approval of the Special Use Permit of PC 23-09, with the conditions that residents must be from the Federal Bureau of Prisons and that the City must have a phone contact available 24/7 at Kaw River Management's facility, seconded by Mr. Weiss.

Roll Call Vote:

Yes – 5 (Weiss, Carrier, Hamilton, Sheffer, Litecky)

No- 0

Mr. Lenzini stated that the item will move forward with recommendation for approval of PC 23-09 for the May 23rd City Council meeting.

5. Old Business

There was none.

6. New Business

Mr. Doherty reviewed the City Council meetings as they related to Planning.

7. Adjournment

Mr. Carrier moved to adjourn the meeting, seconded by Dr. Hamilton.



CARBONDALE SUSTAINABILITY COMMISSION

Thursday March 16th, 2023 - 5:00PM

The Carbondale Civic Center – Room 103
200 S. Illinois Avenue, Carbondale IL

MINUTES

Voting Members:

	Present	Absent	Comment
Aur Beck (Chair)	x		
Jane Cogie	x		
Kevin Clark	x		
Sarah Heyer	x		
Yoonseo Jung (Student)	x		
Isaac Ludington (Student)	x		
Treesong	x		
Gayle Klam	x		

Ex Officio Members:

	Present	Absent
Tom Grant (City Councilmember)		x

City Staff:

	Present	Absent
Lauren Becker (Staff Liaison)	x	

Community Members Present:

1. **Call to Order and Roll Call (5:00pm)**
2. **Approval of Meeting Minutes:** February 16th, 2023 (J. Cogie moved, K. Clark seconded. Chair Beck ensured unanimous consent)
3. **Citizen Comments and Questions**
4. **Presentations**
 - a. Tidying loose ends: Aligning City-wide Commission Bylaws with current C.C.R.C. (City of Carbondale Revised Code) w/ City Clerk Jennifer Sorrell
 - i. Clerk Sorrell shared and S. Heyer seconded that these bylaws were amended, viewed by Sustainability Commission, and passed through City Council in January 2022, but somehow the Sustainability Commission did not have the opportunity to vote on them formally due to the pandemic and staff turnover. The Bylaws must be adopted first and then can be amended as needed.
 - b. Preparing for Annual Vote on Chair & Vice-Chair (April 2023)
 - i. Liaison Becker shared that the April meeting will feature nominations and a vote on the positions of Sustainability Commission Chair and Vice Chair

- ii. Chair Beck offers that being Chair is a lot easier now that there is a staff liaison. “Essentially run the meeting. Herd the cats as they say.” As well as “Come prepared, don’t vote on conflicts of interest.”
- iii. The floor will be open to nominations, those nominated must accept the nomination.

5. Report of Officers, Committees, and Communications

- a. Sustainability Coordinator Monthly Progress Report (L. Becker, attached)
 - i. City of Carbondale has been awarded Phase 1 Energy Communities Transition Grant funding, pending award of Phase 2 – Headed up by Economic Development
- b. Federal, State, and Local Policy Landscape Report (J. Cogie, attached)
- c. Former Koppers Wood Treatment Site Report (A. Beck)

6. Old Business

Earth Day Proclamation:

S. Heyer moved to approve the Earth Day Proclamation
K. Clark seconded
Chair Beck ensured unanimous consent

7. New Business

Sustainability Commission Bylaws:

S. Heyer moved to adopt the proposed bylaws with the correction of “energy” to “sustainability” in SECTION 2 Purpose as suggested by Treesong J. Cogie seconded, Chair Beck ensured unanimous consent

8. Announcements

- S. Heyer expressed interest in establishing a no-mow April for Southern Illinois, Liaison Becker shared that a “weed inspector” is strategically not hired until May
- Chair Beck – Humane Society fundraiser Saturday with spaghetti and no nut brownies
- S. Heyer expressed interest in water bottle filling stations across the community, can we help the Park District?
- Liaison Becker shared the Earth Month 2023 Calendar of Events (it’s live!) that was developed in collaboration with SIU Student Affairs and community entities
- S. Heyer reminded everyone of the April 4th Election

9. Adjournment (6:00pm G. Klam moved to adjourn, Treesong seconded. Chair Beck ensured unanimous consent.)



CARBONDALE SUSTAINABILITY COMMISSION

Thursday April 20th, 2023 - 5:00PM

The Carbondale Civic Center – Room 103
200 S. Illinois Avenue, Carbondale IL

MINUTES

Voting Members:

	Present	Absent	Comment
Aur Beck (Chair)	x		
Jane Cogie	x		
Kevin Clark		x	
Sarah Heyer	x		
Yoonseo Jung (Student)	x		
Isaac Ludington (Student)	x		
Treesong	x		
Gayle Klam		x	
Joan Davis	x		

Ex Officio Members:

	Present	Absent
Tom Grant (City Councilmember)	x	

City Staff:

	Present	Absent
Lauren Becker (Staff Liaison)	x	

Community Members Present: Aimee Lemrise (Director of Sustainability at SIU), Pheral Lamb, & Ben Mendez

1. **Call to Order and Roll Call** (5:00pm)
2. **Approval of Meeting Minutes:** March 16th, 2023 (J. Cogie moved, I. Ludington seconded. Chair Beck ensured unanimous consent)
3. **Citizen Comments and Questions** (None)
4. **Presentations**
 - a. Onboarding our newest commission member – Welcome Joan Davis!
 - i. Introductions all around (Name & why you joined the commission)
 - b. Energy Sovereignty, Security, & Democracy (L. Becker)
Presentation provides a cursory look at a proposal that will come before the newly appointed City Council for consideration and directive May 23rd, 2023 This proposal capitalizes on the “direct pay” provision of the Inflation Reduction Act through the Investment Tax Credit (ITC)
5. **Report of Officers, Committees, and Communications**
 - a. Sustainability Coordinator Monthly Progress Report (L. Becker, attached)
 - b. Federal, State, and Local Policy Landscape Report (J. Cogie)
 - c. Former Koppers Wood Treatment Site Report (A. Beck)

6. Old Business

7. New Business

Conduct Annual Vote on Chair & Vice-Chair

L. Becker opened the floor for nominations for Chair. S. Heyer nominated Treesong. Treesong accepted. A. Beck motioned to vote Treesong in as Chair. J. Cogie seconded. Treesong was appointed through unanimous voice vote.

L. Becker opened the floor for nominations for Vice Chair. Treesong nominated A. Beck. A. Beck accepted. Treesong motioned to vote A. Beck in as Vice Chair. J. Cogie seconded. A. Beck was appointed through unanimous voice vote.

8. Announcements (Earth month events coming up, Text Amendments to support community gardens and pollinator-supportive landscaping passed through City Council unanimously)

9. Adjournment

Treesong entertained a motion to adjourn. J. Davis so moved. Adjourned at 6:08pm



CARBONDALE SUSTAINABILITY COMMISSION

Thursday May 18th, 2023 - 5:00PM

The Carbondale Civic Center – Room 103
200 S. Illinois Avenue, Carbondale IL

MINUTES

Voting Members:

	Present	Absent	Comment
Treesong (Chair)	x		
Aur Beck (Vice Chair)	x		
Jane Cogie	x		
Kevin Clark	x		
Sarah Heyer	x		
Yoonseo Jung (Student)		x	Excused
Isaac Ludington (Student)		x	Excused
Gayle Klam	x		
Joan Davis	x		

Ex Officio Members:

	Present	Absent
Vacant		

City Staff:

	Present	Absent
Lauren Becker (Staff Liaison)	x	

Community Members Present: Justin Harrell (Lead Engineer | Southern Illinois University Carbondale)

- 1. Call to Order and Roll Call** (5:26pm)
- 2. Approval of Meeting Minutes:** April 20th, 2023 (J. Davis moved, K. Clark seconded)
- 3. Citizen Comments and Questions** (None)
- 4. Presentations**
 - Southern Illinois University (SIU) Climate Action Plan: Overview by Justin Harrell (attached)
- 5. Report of Officers, Committees, and Communications**
 - Sustainability Coordinator Monthly Progress Report (L. Becker, attached)
 - Federal, State, and Local Policy Landscape Report (J. Cogie, attached)
 - Former Koppers Wood Treatment Site Report (A. Beck)
- 6. Old Business** (None)
- 7. New Business** (None)

8. Announcements

- The City Council will receive their first presentation on the concept of Energy Sovereignty, Security, & Democracy during their public May 23rd meeting.
- This Saturday at the outdoor Carbondale Community Farmer's Market folks can participate in the Cookbook Swap.
- The Women for Change March for Unity is coming up on June 3rd – volunteers are needed
- St. Louis is hosting a Native Gardens tour – perhaps we can look into something similar here in Carbondale.
- June 3rd there will be a community dinner at Washington St. offering red beans and rice with crawfish

9. Adjournment (6:45pm, S. Heyer moves to adjourn K. Clark seconds Chair Treesong ensures unanimous consent)



Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

Section Number

23-00156-00-SM

BE IT RESOLVED, by the Council of the City

Governing Body Type

Local Public Agency Type

of Carbondale

Name of Local Public Agency

Illinois that the following described street(s)/road(s)/structure be improved under

the Illinois Highway Code. Work shall be done by Contract

Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Washington St	0.677		Oak St	Marion St

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Patching

2. That there is hereby appropriated the sum of Three Hundred Eighty Six Thousand Eight Hundred twenty four

Dollars (\$386,824.00) for the improvement of

said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, _____ City Clerk in and for said City
Name of Clerk Local Public Agency Type Local Public Agency Type

of Carbondale in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council of Carbondale at a meeting held on August 08, 2023
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

--

Approved

Regional Engineer Signature & Date
Department of Transportation

--

Instructions for BLR 09110 - Page 1 of 2

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a Local Public Agency (LPA) wants to construct an improvement using Motor Fuel Tax(MFT) funds. Refer to Chapter 9 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Is this project a bondable capital improvement?

Check Yes if the project was a bondable capital improvement, check no if it is not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.

Resolution Number

Enter the resolution number as assigned by the LPA, if applicable.

Resolution Type

From the drop down box choose the type of resolution:

- Original would be used when passing a resolution for the first time for this project.
- Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions.
- Amended would be used when a previously passed resolution is being amended.

Section Number

Insert the section number of the improvement the resolution covers.

Governing Body Type

From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

LPA Type

From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.

Name of LPA

Insert the name of the LPA.

Contract or Day Labor

From the drop down choose either Contract or Day Labor.

Roadway/Street Improvements:

Name Street/Road

Insert the name of the Street/Road to be improved. For additional locations use the Add button.

Length

Insert the length of this segment of roadway being improved in miles.

Route

Insert the Route Number of the road/street to be improved if applicable.

From

Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.

To

Insert the ending point of the improvement as it relates to the Street/Road listed to the left.

Structures:

Name Street/Road

Insert the name of the Street/Road on which the structure is located. For additional locations use the Add button.

Existing Structure No.

Insert the existing structure number this resolution covers, if no current structure insert n/a.

Route

Insert the Route number on which the structure is located.

Location

Insert the location of the structure.

Feature Crossed

Insert the feature the structure crosses.

1

Insert a description of the major items of work of the proposed improvement.

2

Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().

Instructions for BLR 09110 - Page 2 of 2

Name of Clerk	Insert the name of the LPA clerk.
LPA Type	Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	Insert the type of administrative body. choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day Clerk is signing the document.
Month, Year	Insert the month and year of the Clerk's signature.
Seal	The Clerk shall seal the document here, if required. If a seal is required, electronic signatures should not be used.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation shall sign and date here once approved.

A minimum of three (3) certified signed originals must be submitted to the Regional Engineer's District office OR email PDF completed form with electronic signatures to your local District LRS office.

Following IDOT's approval, distribution will be as follows:

- Local Public Agency Clerk
- Engineer (Municipal, Consultant or County)
- District



Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

Section Number

23-00156-SM

BE IT RESOLVED, by the Council

of the City

Governing Body Type

Local Public Agency Type

of Carbondale

Name of Local Public Agency

Illinois that the following described street(s)/road(s)/structure be improved under

the Illinois Highway Code. Work shall be done by Contract

Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Pinewood Dr	0.715	Pinewood	Tower	Tower

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Patching and Overlay

2. That there is hereby appropriated the sum of Five Hundred Seventy one Thousand One hundred eighty three and

50/100 Dollars (\$571,183.50) for the improvement of

said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Jennifer Sorrel

City

Clerk in and for said City

Name of Clerk

Local Public Agency Type

Local Public Agency Type

of Carbondale

Name of Local Public Agency

in the State aforesaid, and keeper of the records and files thereof, as provided by

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council

of Carbondale

at a meeting held on August 07, 2023

Governing Body Type

Name of Local Public Agency

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this day of Month, Year .

(SEAL, if required by the LPA)

Clerk Signature & Date

Approved

Regional Engineer Signature & Date
Department of Transportation

Instructions for BLR 09110 - Page 1 of 2

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When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

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Check Yes if the project was a bondable capital improvement, check no if it is not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.

Resolution Number

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Resolution Type

From the drop down box choose the type of resolution:

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Section Number

Insert the section number of the improvement the resolution covers.

Governing Body Type

From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.

LPA Type

From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.

Name of LPA

Insert the name of the LPA.

Contract or Day Labor

From the drop down choose either Contract or Day Labor.

Roadway/Street Improvements:

Name Street/Road

Insert the name of the Street/Road to be improved. For additional locations use the Add button.

Length

Insert the length of this segment of roadway being improved in miles.

Route

Insert the Route Number of the road/street to be improved if applicable.

From

Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.

To

Insert the ending point of the improvement as it relates to the Street/Road listed to the left.

Structures:

Name Street/Road

Insert the name of the Street/Road on which the structure is located. For additional locations use the Add button.

Existing Structure No.

Insert the existing structure number this resolution covers, if no current structure insert n/a.

Route

Insert the Route number on which the structure is located.

Location

Insert the location of the structure.

Feature Crossed

Insert the feature the structure crosses.

1

Insert a description of the major items of work of the proposed improvement.

2

Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().

Instructions for BLR 09110 - Page 2 of 2

Name of Clerk	Insert the name of the LPA clerk.
LPA Type	Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	Insert the type of administrative body. choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day Clerk is signing the document.
Month, Year	Insert the month and year of the Clerk's signature.
Seal	The Clerk shall seal the document here, if required. If a seal is required, electronic signatures should not be used.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation shall sign and date here once approved.

A minimum of three (3) certified signed originals must be submitted to the Regional Engineer's District office OR email PDF completed form with electronic signatures to your local District LRS office.

Following IDOT's approval, distribution will be as follows:

Local Public Agency Clerk
Engineer (Municipal, Consultant or County)
District

ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) 2023

CARBONDALE PUBLIC LIBRARY

IPLAR**IDENTIFICATION (1.1 - 1.31)**

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLS 151, PLS 701]	30082
1.2 ISL Branch # [PLS 151, PLS 701]	00
1.3a FSCS ID [PLS 150, PLS 700]	IL0074
1.3b FSCS_SEQ [PLS 700]	002
1.4a Legal Name of Library [PLS 152]	Carbondale Public Library
1.4b If the library's name has changed, then enter the updated answer here.	
1.5a Facility Street Address [PLS 153]	405 West Main Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.6a Facility City [PLS 154]	Carbondale
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLS 155]	62901
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLS 157]	405 West Main Street
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLS 158]	Carbondale
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLS 159]	62901
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLS 162]	6184570354
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	6184570353
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://www.carbondalepubliclibrary.org

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Diana Brawley Sussman
1.15 Title	Library Director
1.16 Library Director's E-mail	dbrawley@carbondale.lib.il.us

Library Information

Please provide the requested information about the library type.

1.17a Type of library	City
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear

once text has been entered in the first box.

Number of contracting libraries:	
Legal name of library you contract with:	

Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	Jackson
1.21b If the administrative entity's county has changed, then enter the updated answer here.	
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLS 205]	No
1.23a Population residing in tax base (Use the latest official federal census figure) [PLS 208]	21,857
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	
1.23c Documentation of legal population change	
1.25a This library is currently a member of what Illinois library system?	IHLS
1.25b If the library's system has changed, then enter the updated answer here.	

Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the FSCS public library definition? [PLS 203]	Yes

SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

2.1a Total number of bookmobiles [PLS 211 & PLS 712]	0
2.1b Total number of branch libraries [PLS 210]	0
2.2a Are any of the branch libraries a combined public and school library?	No

Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLS 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
----------	--	--	--

CARBONDALE P.L.	CARBONDALE PUBLIC LIBRARY		
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ISL Control Number

Location	2.4 ISL Control # [PLS 701]	2.5 ISL Branch # [PLS 701]
CARBONDALE P.L.	30082	3008200

Street Address

Location	2.6a Street Address [PLS 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?
CARBONDALE P.L.	405 WEST MAIN STREET		

Address

Location	2.7a City [PLS 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLS 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
CARBONDALE P.L.	CARBONDALE		62901	

County & Phone

Location	2.9a County [PLS 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLS 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
CARBONDALE P.L.	Jackson		6184570354	

Square Feet

Location	2.11a Square Footage of Outlet [PLS 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.
CARBONDALE P.L.	15,800		

IDs

Hours and Attendance

Location	2.12 Total public service hours PER YEAR for this service outlet [PLS 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLS 714]	2.14 Total annual attendance/visits in the outlet	2.15 Number of Weeks an Outlet Closed Due to COVID-19	2.16 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19
CARBONDALE P.L.	3,343	52	94,862	0	0

ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLS 206]	05/01/2022
3.2 Fiscal Year End Date (mm/dd/year) [PLS 207]	04/30/2023
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Jennifer Robertson
3.5 Telephone Number of Person Preparing Report	618-457-0354
3.6 FAX Number	618-457-0353
3.7 E-Mail Address	jrobertson@carbondale.lib.il.us

REFERENDA (4.1 - 4.7)

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum requires a question be submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?

No

Referendum 1

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 2

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 3

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 4

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 5

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats	9
5.2 Total number of vacant board seats	0
5.2b Please explain	
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes

First Member

5.5 Name	Don Prosser
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	06/30/2024
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL
5.13 Zip Code	62901

Second member

5.5 Name	Barbara Levine
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	06/30/2023
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL
5.13 Zip Code	62901

Third member

5.5 Name	Roland C. Person
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	06/30/2023
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL

5.13 Zip Code	62901
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Fourth member

5.5 Name	Harriet Simon
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/30/2023
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL
5.13 Zip Code	62901

Fifth member

5.5 Name	Philip Brown
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/30/2025
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL
5.13 Zip Code	62901

Sixth member

5.5 Name	Susan Tulis
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	06/30/2025
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL
5.13 Zip Code	62901

Seventh member

5.5 Name	Chastity Mays
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/30/2025
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL

5.13 Zip Code	62901
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Eighth member

5.5 Name	Joyce Hayes
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/30/2024
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL
5.13 Zip Code	62901

Ninth member

5.5 Name	Julian Pei
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/30/2024
5.8 Telephone Number	
5.9 E-mail Address	libraryboard@carbondale.lib.il.us
5.10 Home Address	
5.11 City	Carbondale
5.12 State	IL
5.13 Zip Code	62901

FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Does the library address the environmental needs of patrons on the autism spectrum?	Yes
6.1b If so, please describe	Library is fully ADA accessible and has good signage. We work with the Brehm Options Program to provide volunteer opportunities to individuals with autism with training adapted to meet their needs. We also has a children's sensory area.
6.2 Total Number of Meeting Rooms	1
6.2b Total number of times meeting room(s) used by the public during the fiscal year	154
6.3 Total Number of Study Rooms	0
6.3b Total number of times study room(s) used by the public during the fiscal year	0

Capital Needs Assessment

Public Act 96-0037, the Public Library Construction Act, requires the Illinois Secretary of State to file a comprehensive assessment report of the capital needs of all Illinois public libraries to the General Assembly every two years. In an effort to compile this data, please fill in the requested information below. If you have any questions about this section, please contact Mark Shaffer (217-524-4901 or mshaffer@ilsos.gov) at the Illinois State Library.

Age of Facility

Please indicate the number of buildings in each category below.

	5 years or less	6-10 years	11-25 years	26-50 years	51-100 years	100+ years
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Number of Facilities				1	1	
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Type of Work Needed

Please provide estimates of the costs for the type of work needed. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling	1	\$220,000	1	\$608,000
Structural repairs (walls, foundations, etc.)	0	\$0	0	\$0
Roof repair/replacement	1	\$230,000	0	\$0
Heating/ventilation/air conditioning	1	\$26,400	1	\$26,400
Electrical systems other than alarms	0	\$0	0	\$0
Plumbing systems	0	\$0	0	\$0
Egress systems (doors, stairs, etc.)	0	\$0	0	\$0
Fire protection (detectors, alarms, etc.)	0	\$0	0	\$0
Asbestos abatement	0	\$0	1	\$136,080
Security measures	0	\$0	0	\$0
Energy conservation	0	\$0	0	\$0
Repair of sidewalks, curbing, parking areas	1	\$36,000	1	\$18,000
Accessibility measures	0	\$0	0	\$0
Technology upgrading	0	\$0	0	\$0
New building construction (construction of a new facility)	0	\$0	0	\$0
Building additions (adding square feet to existing facility)	1	\$11,000,000	0	\$0

Type of Work in Progress

Please provide estimates of the costs for the type of work currently in progress. If you do not have branch locations, the "Other Facilities" columns should be pre-populated with zeros. If not, please enter zeros to complete the section.

	Headquarters - Number of Buildings	Headquarters - Estimate \$	Other Facilities - Number of Buildings	Other Facilities - Estimate \$
General repair/remodeling	0	\$0	0	\$0
Structural repairs (walls, foundations, etc.)	0	\$0	0	\$0
Roof repair/replacement	0	\$0	0	\$0
Heating/ventilation/air conditioning	0	\$0	0	\$0
Electrical systems other than alarms	0	\$0	0	\$0
Plumbing systems	0	\$0	0	\$0
Egress systems (doors, stairs, etc.)	0	\$0	0	\$0
Fire protection (detectors, alarms, etc.)	0	\$0	0	\$0
Asbestos abatement	0	\$0	0	\$0
Security measures	0	\$0	0	\$0
Energy conservation	0	\$0	0	\$0
Repair of sidewalks, curbing, parking areas	0	\$0	0	\$0
Accessibility measures	0	\$0	0	\$0
Technology upgrading	0	\$0	0	\$0
New building construction (construction of a new facility)	0	\$0	0	\$0
Building additions (adding square feet to existing facility)	0	\$0	0	\$0

ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$7,742,500
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	
7.7 Provide a general description of the property acquired.	

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
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7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.

FY23 end of FY assets: \$278 cash on hand \$986,011 checking & general purpose \$13,805 credit card processing \$106,027 donation funds \$22,960 technology reserves \$259,263 building reserves for repairs, renovations, & possible expansion \$381,242 reserve fund \$108,307 working cash fund \$100 refundable deposits Total: \$1,877,993 Subtracting petty cash and accounts receivable of \$17,881 Total assets as of April 30, 2023 = \$1,860,112 The reserve fund and working cash fund are both necessary for getting the library through the first 6-7 months of the fiscal year without property tax revenue. All accounts are available for special projects or to fill extra expense and revenue shortfalls, either anticipated or unanticipated (within each fund's restricted purposes).

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?

No

OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLS 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)

\$1,112,462

8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?

No

8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)

-1 Unknown

State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2 Per capita grant

\$32,239

8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$144,994
8.5 Other State Government funds received	\$0
8.6 If Other, please specify	-1 Not Applicable
8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLS 301]	\$177,233

Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.8 LSTA funds received	\$38,965
8.9 E-Rate funds received	\$9,300
8.10 Other federal funds received	\$56,113
8.11 If Other, please specify	ARPA funding for Social Work program
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLS 302]	\$104,378

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Monetary Gifts and Donations	\$56,782
8.14 Other receipts intended to be used for operating expenditures	\$67,186
8.15 TOTAL all other receipts (8.13 + 8.14) [PLS 303]	\$123,968
8.16 Other non-capital receipts placed in reserve funds	\$0

Total Operating Receipts

8.17 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLS 304]	\$1,518,041
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Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...", or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a The library safeguards its funds using which option?	Surety Bond
8.18b Proof of Certificate of Insurance for Library Funds	Surety Bond CPL 2023.pdf
8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$775,000
8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.21 The designated custodian of the library's funds is:	Library Treasurer

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLS 350]	\$596,989
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLS 351]	\$184,625
9.3 Total Staff Expenditures (9.1 + 9.2) [PLS 352]	\$781,614

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLS 353]	\$90,675
10.2 Electronic Materials (e-books, databases, etc.) [PLS 354]	\$52,485
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLS 355]	\$21,390
10.3b Please provide an explanation of the other types of material expenditures.	DVDs, video games, games, physical audio books
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLS 356]	\$164,550

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLS 357]	\$252,667
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11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLS 358]**\$1,198,831****CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)**

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$0
12.1c Total Local Government (12.1a + 12.1b) [PLS 400]	\$0
12.2 State Government [PLS 401]	\$0
12.3 Federal Government [PLS 402]	\$0
12.4 Other Capital Revenue [PLS 403]	\$0
12.5 If Other, please specify	-1 Not Applicable
12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLS 404]	\$0

Capital Expenditures

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]	\$0
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PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	5	5	\$128.98	187.50
13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week	
Library Director	Library Director	\$37.40	37.50	
Adult Program Librarian	Adult Services	\$21.81	37.50	
Reference Librarian	Collection Development Acquisitions	\$27.05	37.50	
Children's Librarian	Children's Services	\$21.29	37.50	
Teen and Youth Librarian	Young Adult Services	\$21.43	37.50	

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLS 250]	4.69
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Group A hidden group hours

Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary					
13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week	

Group B Total

13.11 Total Group B: FTE Other Librarians (13.10/40)	
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13.12 Total FTE Librarians (13.5 + 13.11) [PLS 251]	4.69
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Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	301.00
13.14 Minimum hourly rate actually paid	\$15.00
13.15 Maximum hourly rate actually paid	\$22.37
13.16 Total FTE Group C employees (13.13 / 40)	7.53

Group D

This category includes full-time and part-time pages or shelveers.

13.17 Total hours worked in a typical week by all Group D employees	30.00
13.18 Minimum hourly rate actually paid	\$13.46
13.19 Maximum hourly rate actually paid	\$14.55
13.20 Total FTE Group D employees (13.17 / 40)	0.75

Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

13.21 Total hours worked in a typical week by all Group E employees	37.50
13.22 Minimum hourly rate actually paid	\$21.26
13.23 Maximum hourly rate actually paid	\$21.26
13.24 Total FTE Group E employees (13.21 / 40)	0.94
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLS 252]	9.21
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLS 253]	13.90

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary							
	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during report period.	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum

Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.

Summary						
	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)

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Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary							
	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated

LIBRARY VISITS (14.1 - 14.1a)

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

14.1 Total annual visits/attendance in the library [PLS 501]	94,862
14.1a Library Visits Reporting Method [PLS 501a]	Annual Count

PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.39a)

Synchronous Programs:

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

Self-Directed Activities:

A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

	15.1 Synchronous Programs (All Group Programs by Age)	15.2 Attendance	15.3 Self Directed Activities	15.4 Self Directed Activity Participants
Children (0-5)	34	954	14	1,199
Children (6-11)	33	1,024	3	331
Young Adults (12-18)	40	635	14	84
Adults (19 and older)	228	5,089	2	100
General Interest	20	1,176	28	5,016
Total	355	8,878	61	6,730

Onsite, Offsite and Virtual (All Group Programs by Type)

	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Onsite Program Sessions	293	7,039
Synchronous In-Person Offsite Program Sessions	16	619
Synchronous Virtual Program Sessions	46	1,220
Total	355	8,878

Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLS 620]	38
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLS 630]	2,570

Special Programming

15.39a Did the library provide any special programming for patrons on the autism spectrum?	No
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REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Cards	3,592
16.2a Total Number of Unexpired Non-resident Cards	240
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	-1 Unknown
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	-1 Unknown
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$10,846.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLS 503]	3,832
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes
16.5 Current Overdue Fine Policy [PLS 504]	Yes

RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Print Materials [PLS 450]	73,048
17.2 Current Print Serial Subscriptions	795

17.3 Total Print Materials (17.1+17.2)	73,843
17.4 E-books Held at end of the fiscal year [PLS 451]	49,620
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLS 452]	4,561
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLS 453]	18,633
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLS 454]	5,133
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLS 455]	849
17.6c Other Circulating Physical Items [PLS 462]	1,091
17.6d Total Physical Items in Collection [PLS 461]	83,833

Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLS 456]	12
17.8 State (state government or state library) [PLS 457]	16
17.9 Total Electronic Collections (17.7 + 17.8) [PLS 458]	28

USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

For guidance in counting electronic item usage, please reference the following guide: [Counting Electronic Item Usage for the IPLAR](#)

18.1 Number of adult materials loaned	47,461
18.2 Number of young adult materials loaned	3,991
18.3 Number of children's materials loaned [PLS 551]	31,015
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	82,467

Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	59,142
18.6 Videos/DVDs- Physical	12,077
18.7 Audios (include music)- Physical	1,842
18.8 Magazines/Periodicals- Physical	929
18.9 Other Items- Physical [PLS 561]	462
18.10 Physical Item Circulation (18.5-18.9) [PLS 553]	74,452
18.11 Use of Electronic Materials [PLS 552]	8,015
18.12 Total Circulation of Materials (18.10+18.11) [PLS 550]	82,467
18.13 Successful Retrieval of Electronic Information [PLS 554]	4,745
18.14 Electronic Content Use (18.11+18.13) [PLS 555]	12,760

18.15 Total Collection Use (18.10+18.11+18.13) [PLS 556]	87,212
18.16 Interlibrary Loans Provided TO other libraries [PLS 575]	13,410
18.17 Interlibrary Loans Received FROM other libraries [PLS 576]	14,671

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLS 502]	31,625
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19.1a Reference Transactions Reporting Method [PLS 502a]

Annual Count

One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials

492

AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library

56

20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)

30

20.3 Is your library's catalog automated?

Yes

20.4 Is your library's catalog accessible via the web?

Yes

20.5 Does your library have a telecommunications messaging device for the hearing impaired?

No

INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?

Yes

21.2a What is the maximum speed of your library's Internet connection? (Select one)

45 Mbps or more

21.2b If Other, please specify

NA

21.3 What is the monthly cost of the library's internet access?

\$150

21.4 Number of Internet Computers Available for Public Use [PLS 650]

13

21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLS 651]

18,413

21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLS 651a]

Annual Count

21.6 Wireless Sessions Per Year [PLS 652]

33,018

21.6a Reporting Method for Wireless Sessions [PLS 652a]

Annual Count

21.7 Does your library utilize Internet filters on some or all of the public access computers?

Yes

21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?

Yes

21.9 Number of website visits or sessions to your library website [PLS 653]

41,638 --Select--

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?

Yes

22.2a If YES, did your library apply for Category 1, Category 2 or both?

Both

22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?

\$9,300

STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)

\$4,950

23.2 Does the above amount include travel expenses?

No

23.3 How many hours of training did employees receive this year?

2,345.00

23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?

No

23.5 Would you like to receive autism training at your library?

Yes

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	The library experienced an increase in programming during the past year, which led to an increase in total number of programs and attendance. This was partly caused by a return to normalcy after the Covid-19 pandemic.
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	The library hired a full-time Social Work Coordinator using ARPA grant funds. Our service provision in this area has increased tenfold, and our services are more consistent and effective. Our staff is grateful to have an expert available in the library to answer these complex and time-consuming reference questions, the answers to which meet our patrons' most urgent and life-saving needs. Social Work in libraries is worthy of investment. In addition, the children and teen librarians worked together to create a series of teen and tween programs that attracted more teens and tweens to the library.
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	Could the State Library provide a spreadsheet to use as a template for collecting program numbers? I think this would help libraries to collect consistent numbers in the format required by IPLAR while avoiding calculation errors. Thank you for your consideration!

COVID-19 QUESTIONS

Closed Outlets Due to COVID-19	No
Public Services During COVID-19	Yes
Electronic Library Cards Issued During COVID-19	Yes
Reference Service During COVID-19	Yes
Outside Service During COVID-19	Yes
External WiFi Access Added During COVID-19	Yes
External WiFi Access Increased During COVID-19	Yes
Staff Re-Assigned During COVID-19	No

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5) DISTRICT LIBRARIES ONLY

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

NOTE: Only DISTRICT libraries need to complete this Section, all other libraries should select "Not Applicable" for all questions in this section.

25.1 Were the secretary's records found to be complete and accurate?	Not Applicable
25.2 If NO, please list and explain any errors or discrepancies.	-1Not Applicable
25.3 First board member completing the audit	-1Not Applicable
25.4 Second board member completing the audit	-1Not Applicable
25.5 Date the Secretary's Audit was completed	-1Not Applicable

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and

correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director	Jennifer Robertson	06/27/2023
President	Don Prosser	06/27/2023
Secretary	Roland Person	06/27/2023

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).



CITY OF CARBONDALE, ILLINOIS

ORDINANCE NO. 2023-_____

**AN ORDINANCE AUTHORIZING A BUDGET ADJUSTMENT TO INCREASE THE
SUPPORT SERVICES DIVISION FOR COSTS RELATED TO THE 2023
CARBONDALE HALLOWEEN CELEBRATION**

**ADOPTED BY THE CITY COUNCIL
OF THE CITY OF CARBONDALE, ILLINOIS**

THE 8TH DAY OF AUGUST, 2023

**Published in pamphlet form by authority of the City Council of the City of Carbondale,
Jackson County, Illinois, this 9th day of August, 2023.**

CERTIFICATE OF PUBLICATION

**I, Jennifer R. Sorrell, the duly qualified City Clerk of the City of Carbondale,
Illinois, and the official custodian of the records of said City, do hereby certify that this
ordinance was published in pamphlet form by authority of the City Council on the 9th day
of August, 2023.**

Jennifer R. Sorrell, City Clerk

ORDINANCE NO. 2023-_____

**AN ORDINANCE AUTHORIZING A BUDGET ADJUSTMENT TO INCREASE THE
SUPPORT SERVICES DIVISION FOR COSTS RELATED TO THE 2023
CARBONDALE HALLOWEEN CELEBRATION**

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, pursuant to Article VII, Section 6(a), of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public health, safety, morals, and welfare; and

WHEREAS, on October 28 - 29, 2023, the City of Carbondale will host the 2023 Carbondale Halloween celebration; and

WHEREAS, in 2018 the Carbondale Business Development Corporation donated \$50,000.00 to the City of Carbondale, and the City of Carbondale provided an additional \$25,000 in matching funds to guarantee the success of the 2018 Carbondale Halloween celebration, and

WHEREAS, \$12,898.00 of those funds from 2018 remain unexpended and should be transferred to the Support Services account to cover the expenses of the 2022 Carbondale Halloween event, and

WHEREAS, the City Council of the City of Carbondale finds it in the best interest of the City of Carbondale to increase the Support Services Fiscal Year 2024 (FY2024) budget by a total of \$12,898.00 in a manner as described in Exhibit "A", attached here and incorporated herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE AS FOLLOWS:

SECTION ONE. That the City Council deems it in the best interest of the citizens of Carbondale to increase the Support Services Fiscal Year 2024 (FY2024) budget by a total of \$12,898.00 in a manner as described in Exhibit “A”, attached here and incorporated herein.

SECTION TWO. That the FY2024 budget is hereby increased in accordance with the expenditures as shown in Exhibit “A”, and such funds are hereby appropriated in accordance with law for the purposes of this Ordinance.

SECTION THREE. That the City Manager of the City of Carbondale is hereby authorized to and shall take any and all reasonable, necessary, and proper action to carry out the intent and purposes of this Ordinance.

SECTION FOUR. That the Finance Director is hereby authorized to increase the Support Services Fiscal Year 2024 (FY2024) budget by a total of \$12,898.00 in a manner as described in Exhibit “A”, attached hereto.

SECTION FIVE. That all ordinances and parts thereof in conflict herewith are expressly repealed and are of no other force and effect.

SECTION SIX. That repeal of any ordinance by this Ordinance shall not affect any rights accrued or liability incurred under said repealed ordinance to the effective date hereof. The provisions of this Ordinance insofar as they are the same or substantially the same as those of any prior ordinance, shall be construed as a continuation of said prior ordinances.

SECTION SEVEN. That the City Council of the City of Carbondale finds that the subject matter of this Ordinance pertains to the government and affairs of the City of Carbondale and is passed pursuant to authorities granted it by State statutes and the Home Rule powers of the

City of Carbondale pursuant to the provisions of Article VII, Section 6(a) of the Illinois Constitution.

SECTION EIGHT. That this Ordinance shall take effect upon its passage, approval, recording, and publication in pamphlet form in accordance with law.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk

AGREEMENT FOR PROFESSIONAL SERVICES
Engineer or Other Consultant

Project Name: City of Carbondale Historic Buildings Survey

Project Address or Location: Northeast Quadrant

City: Carbondale

State: Illinois

Zip Code: 62901

Plan: Agreement No. 22-003CLG

This Agreement for Professional Services ("Agreement") is made and entered into effective as of July 13, 2023 by and between Southern Illinois Historic Preservation ("Consultant") and The City of Carbondale ("Owner"), who agree as follows:

- 1) Services. Consultant agrees to furnish all services, labor, personnel and materials necessary to perform and complete the services described in Exhibit A ("Services"). If no completion date is specified in Exhibit A, Consultant agrees to furnish the Services in a timely and expeditious manner consistent with the applicable professional standard of care. In the event of any conflict or inconsistency between the terms and conditions set forth in Exhibit A and the terms and conditions set forth in this Agreement, the terms and conditions set forth in this Agreement shall prevail. Consultant agrees to comply with any additional terms and conditions required by applicable laws, codes, rules and regulations.
- 2) Compensation. Owner shall compensate Consultant for the performance of the Services in a sum computed and payable in the manner set forth in Exhibit B ("Compensation"). Exhibit B shall also set forth any expenses reasonably anticipated to be incurred by Consultant, which are to be reimbursed by Owner in addition to Compensation. Consultant shall not be reimbursed for expenses that are not set forth on Exhibit B unless specifically approved in writing by Owner. The Compensation agreed to and set forth in Exhibit B and any subsequent approved compensation for Additional Services as set forth in any Exhibit C (to be hereafter approved pursuant to Paragraph 3 below), shall be paid by Owner in monthly progress payments equal to the total work performed by Consultant. Such progress payments shall be made after receipt of an application for payment submitted to Owner by Consultant, accompanied by invoices or other documentation as may be required by Owner. Original invoices with accompanying support documentation and lien releases should be forwarded to:

City of Carbondale, 200 South Illinois Avenue, P.O. Box 2047 Carbondale, Illinois 62902

- 3) Additional Services. Any services in addition to the Services ("Additional Services") shall be performed by Consultant only upon the written request of Owner. Orders for Additional Services shall be on the form attached hereto as set forth in Exhibit C and shall be acknowledged by Owner and Consultant in writing, prior to any such work identified as Additional Services is performed by Consultant. Failure by Consultant to obtain written authorization and acknowledgement by Owner for Additional Services shall result in non-payment for any such Additional Services or work performed. Except as otherwise agreed in writing by Consultant and Owner, all Additional Services shall be subject to the terms and conditions of this Agreement. Owner may also by written notice to Consultant make any reasonable reductions to the scope of the Services and the


Consultant


Owner

compensation payable to Consultant shall be reduced in a fair and reasonable amount on account thereof.

- 4) Assignment & Sub-consultants. Consultant acknowledges that Owner has entered into this Agreement in reliance upon the particular reputation and expertise of Consultant. Consultant shall not enter into any sub-consultant agreements for the performance of any of the Services or Additional Services without Owner's prior written consent, which may be withheld in Owner's sole discretion. Owner shall have the right in its reasonable discretion to approve all personnel assigned to the subject Project during the performance of this Agreement and no personnel to whom Owner has an objection, in its reasonable discretion, shall be assigned to the Project. Consultant shall require each sub-consultant, as approved by Owner and to the extent of the Services to be performed by the sub-consultant, to be bound to Consultant by the terms of this Agreement, and to assume toward Consultant all the obligations and responsibilities which Consultant, by this Agreement, assumes toward Owner. Owner shall have the right (but not the obligation) to enforce the provisions of this Agreement against any sub-consultant hired by Consultant and Consultant shall cooperate in such process.
- 5) Insurance. Unless otherwise agreed to in writing by Owner, Consultant agrees to provide and maintain, at Consultant's sole cost and expense, the following insurance coverages:
 - a) Types of Insurance.
 - i) Workers' Compensation, with policy limits as required by law, and Employers Liability Coverage, with policy limits of \$1,000,000 each accident for Bodily Injury by Accident; \$1,000,000 each employee for Bodily Injury by Disease; and \$1,000,000 policy limit for Bodily Injury by Disease, and a waiver of subrogation in favor of Owner.
 - ii) Commercial Auto Coverage, with limits of not less than \$1,000,000 each accident combined Bodily Injury and Property Damage Liability insurance, including coverage for owned, hired, and non-owned vehicles with a waiver of subrogation in favor of Owner.
 - iii) Commercial General Liability, on the current ISO "occurrence" type commercial general liability form (CG 0001), with limits of liability of not less than \$1,000,000 per occurrence; \$1,000,000 for bodily injury and property damage liability; \$1,000,000 for personal injury and advertising injury liability; and \$1,000,000 in annual aggregate limits. The policy shall provide a waiver of subrogation in favor of, and shall list as additional insureds if commercially available, and any other persons and entities Owner shall designate.
 - iv) Professional Liability (Errors and Omissions) Insurance, with prior acts coverage for all Services and Additional Services required hereunder, in a form and with insurer or insurers satisfactory to Owner, with limits of liability of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate. The policy shall provide a waiver of subrogation in favor of Owner.

HBE
RME

Consultant

DN

Owner

b) Other Requirements.

- i) Consultant shall maintain the foregoing coverage in effect until the Services and any Additional Services are completed. In addition, to the extent commercially available at reasonable rates, all such policies shall be kept in force by Consultant until the applicable statute of limitations for professional liability and construction defect claims for the Project have expired.
 - ii) All policies must contain an endorsement affording an unqualified thirty (30) days' notice of cancellation to Owner in the event of cancellation of coverage.
 - iii) All policies must be written by insurance companies whose rating in the most recent Best's rating guide is not less than A-. If any non-admitted (surplus or excess lines) insurer is used to provide any of the above policies, the policy must include an endorsement restricting the insurer's right to cancel the policy to the following circumstances after it has been in effect for sixty (60) days: (i) non-payment of premium; or (ii) discovery of fraud or material misrepresentation in the application for insurance.
 - iv) Certificates of Insurance with the required endorsements evidencing the coverage must be delivered to Owner prior to commencement of any Services under this Agreement and must be provided on an annual basis commencing on the first (1st) anniversary of the policy year and continuing thereafter, or at any time within fifteen (15) days after request therefor by Owner or an additional insured. Notwithstanding any other provision hereof, Consultant shall provide Owner a complete copy of any policy of insurance required hereunder within five (5) business days of a written request from Owner, and hereby authorizes Consultant's brokers, without further notice to or authorization by Consultant, to immediately comply with any written request of Owner for a complete copy of any policy required hereunder.
 - v) If Consultant fails to secure and maintain the insurance required by this Agreement and provide satisfactory evidence thereof to Owner, Owner shall be entitled to terminate this Agreement upon reasonable notice.
 - vi) Consultant's insurance shall be primary to any insurance held by Owner.
- c) Owner, and all additional insured parties listed on policies as required hereunder are third party beneficiaries of this Paragraph 5. The provisions of this Paragraph 5 shall survive the termination of this Agreement.
- 6) Indemnification. Consultant agrees to indemnify, defend and hold harmless Owner and its affiliates, partners, shareholders, members, officers, directors, agents, employees, subsidiary and parent entities (collectively, "Owner Indemnitees") from and against any and all claims, demands, losses, liabilities, damages, disbursements, obligations, fines, penalties, costs and expenses (including, but not limited to, reasonable attorneys' fees and costs) ("Claims") actually or allegedly arising from, resulting from, or connected with Consultant's presence at the Project location, the performance of the Services (including any Additional Services) provided by



Consultant



Owner

Consultant and its agents, employees, sub-consultants and/or suppliers, regardless of whether or not such Claims are caused in part by a party indemnified hereunder, even though such Claims may prove to be false, groundless or fraudulent, to the fullest extent permitted by law. Consultant's duty to defend is independent of its duty to indemnify.

- a) Consultant's duty to indemnify Owner Indemnitees shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of Owner or its agents or employees (which shall not include Consultant or its sub-consultants). Entitlement to recovery of defense costs shall include fees (of attorneys, consultants, expert witnesses, and others), costs and expenses incurred in good faith. In addition, Owner shall be entitled to recover compensation for all of its in-house expenses (including materials and labor) consumed in its defense.
 - b) The indemnity and hold harmless provisions of this Agreement shall survive expiration or termination hereof and shall include, but are not limited to, all claims against Owner by any employee of former employee of Consultant, and Consultant hereby waives all immunity and limitation on liability of any industrial insurance act, including the provisions of the Illinois Workers' Compensation Act, as now or hereafter amended, or other workers' compensation act, disability benefit act, or any other employee benefit act of any jurisdiction which would otherwise be applicable in case of such claim, but such waiver is not intended to and shall not be construed or interpreted as applying or benefiting any person, except Owner. Owner and Consultant hereby certify and agree that the indemnity and hold harmless provisions of this Agreement have been freely and mutually negotiated.
- 7) Ownership of Documents. All documents prepared by Consultant in connection with Consultant's performance under this Agreement shall become the property of Owner and Consultant shall execute written assignments to Owner of all rights (including common law, statutory, and other rights, including copyrights) to the same as Owner shall from time to time request. For purposes of this paragraph, the term "documents" shall mean and include all reports, plans, studies, tape or other electronic recordings, drawings, sketches, estimates, data sheets, maps and work sheets produced, or prepared by or for Consultant (including any employee or subcontractor in connection with the performance of the Services and Additional Services under this Agreement).
- 8) Notices. All notices or other communications made pursuant hereto shall be in writing and shall be deemed properly delivered, given or served (i) when personally delivered, or (ii) two (2) calendar days after being deposited in the United States mail, certified or registered, postage prepaid, return receipt requested, (iii) when delivered by FedEx or other comparable courier service, charges prepaid, to the parties at their respective addresses listed below their signatures, (iv) when sent via facsimile transmission so long as the sending party can provide a facsimile machine confirmation showing the date, time, and receiving facsimile number for the transmission, or (v) when sent via email. Either party may change its address for the purposes of this paragraph by giving five (5) days prior written notice of such change to the other party.



Consultant



Owner

Owner:

Attn: City Manager
200 S. Illinois Avenue
Carbondale, Illinois 62902
Telephone: (618) 457-3226

Consultant:

Attn: Southern Illinois Historic Preservation
1517 Oak Street
Murphysboro, Illinois 62966
Telephone: (618) 201-7435

9) Coordination.

- a) Consultant acknowledges that the development and processing of the work for the Project may require close coordination between various consultants. Consultant shall coordinate the Services required hereunder with the other consultants that are identified by Owner to Consultant from time to time, and Consultant shall immediately notify such other consultants, in writing, of any changes or revisions to Consultant's work product that might affect the work of other consultants providing services for the Project and concurrently provide Owner with a copy of such notification. Consultant shall not knowingly cause other consultants extra work without obtaining prior written approval from Owner. If such prior approval is not obtained, Consultant shall be subject to any offset for the costs of such extra work. Owner shall provide Consultant with legal access to the Project site as required by Consultant to perform and complete the Services. Such access should be verified in advance by Consultant with Owner prior to entering the property.
- b) Owner appoints Owner's Representative to act for Owner and Consultant appoints Consultant's Representative to act for Consultant in all matters covered by this Agreement. All inquiries, requests, instructions, authorizations and other communications with respect to the matters covered by this Agreement will be made to Owner's Representative or Consultant's Representative, as the case may be. Either party may change its Representative under this Agreement at any time by giving at least five (5) days' prior written notice of such change to the other party.

Owner's Representative: Ashley Gibson, Planner

Consultant's Representative: Dr. Rachel Ensor

10) Termination & Suspension.

- a) If either party to this Agreement fails to substantially perform in accordance with the terms, covenants and conditions of this Agreement or is otherwise in default of any of the terms of this Agreement (the "Defaulting Party"), then the non-defaulting party, after giving seven (7)

HB
RME
Consultant

MW
Owner

days' notice to the Defaulting Party of the alleged default, and upon the Defaulting Party's failure to cure said breach within said seven (7) days, may initiate the dispute resolution process outlined in Paragraph (11) below. However, Consultant shall continue to provide the Services in a timely and expeditious manner during all disputes, actions or claims that are subject to Paragraph (11) below, unless this Agreement is terminated under Subparagraphs (b) or (c) below (or as otherwise agreed between Consultant and Owner in writing).

- b) Notwithstanding Subparagraph (a) above, Owner may terminate this Agreement at any time and for any reason with seven (7) calendar days' prior written notice to Consultant. On termination of this Agreement by Owner under this paragraph, Owner shall pay to Consultant as payment in full for all labor, work and services performed, all materials supplied, and expenses incurred by Consultant as follows: (i) the agreed compensation for all Services and approved Additional Services actually performed by Consultant under this Agreement up to the effective date of termination, plus (ii) the amount of all reimbursable expenses (i.e., expenses for which Owner has agreed to reimburse Consultant as set forth in Exhibit B) incurred by Consultant up to the effective date of termination for which Owner had not yet reimbursed Consultant before the effective date of termination. Concurrent with Consultant's receipt of such payment, Consultant shall sign and deliver to Owner true and complete copies of Consultant's work product and final unconditional lien release(s) of all lien rights for itself and any person, firm or entity with whom it has contracted for the performance of the Services (including any Additional Services) hereunder. As used herein, the "effective date of termination" shall be that date which is seven (7) calendar days after Consultant's receipt of the notice of termination.
- c) Notwithstanding Subparagraphs (a) and (b) above, if Owner, through no fault of Consultant, fails to pay Consultant within seven (7) days after the date established for payment under this Agreement, Consultant shall have the right to terminate this Agreement upon seven (7) additional days written notice to Owner and Owner's failure to cure said breach within the seven (7) day cure period. In the event of termination by Consultant, the "effective date of termination" shall be that date which is seven (7) day days after Owner's receipt of the notice of termination.

- 11) Litigation. Any and all claims, disputes or controversies related to this Agreement, or breach thereof, shall be litigated in the 1st Circuit Court for Jackson County, Illinois, which shall be the sole and exclusive forum for such litigation. In any such litigation, the prevailing party shall be entitled to award of its attorney's fees, costs and expenses (including consultant and expert witness fees). The parties agree that Owner shall have the right, but not the obligation, to join Consultant, the architect and any contractors, subcontractor(s), sub-consultant(s) and(or) guarantor(s) in any action or proceeding arising in connection with this Agreement and no provision or condition contained herein shall prevent the joinder of such parties. The parties also acknowledge and agree that Owner shall have the right to join Consultant, the architect and any contractor(s), subcontractor(s), sub-consultant(s) and(or) guarantor(s) in any resulting mediation and(or) litigation. The parties acknowledge and agree that Owner shall have the right to stay any



Consultant


Owner

such proceedings until such time as Consultant has completed the Services required under this Agreement (or this Agreement has otherwise been terminated) so that all such matters can be resolved in consolidated proceedings.

12) General Conditions.

- a) Consultant represents that its professional personnel are, and covenants that its professional personnel shall at all times remain, duly licensed to perform the Services and Additional Services within the applicable jurisdiction(s).
- b) Each of the Exhibits referred to herein and attached hereto is an integral part of this Agreement and is incorporated herein by reference.
- c) Consultant agrees to work in an expeditious manner, within the sound exercise of its judgment and professional standards, in the performance of this Agreement. Time is of the essence with respect to this Agreement. By executing the Agreement, Consultant confirms that the time limitations set forth herein are reasonable period(s) for performing the Services.
- d) This Agreement shall be construed and interpreted under and shall be governed and enforced according to the domestic laws of the State of Illinois (without reference to the doctrine of conflicts of law).
- e) Consultant agrees to keep confidential any and all information concerning the plans, operations or activities of Owner, its parent, affiliates, divisions and subsidiaries which may be divulged to Consultant by any source in the course of the performance of Consultant's services under this Agreement, and Consultant shall not use the name of Owner or Owner's logo or the logo of any division or project of Owner without the prior written approval of Owner.
- f) Consultant shall pay all taxes imposed by any federal, state or local taxing authority on all payrolls and compensation of its employees and subcontractors and any other taxes, fees and charges levied against Consultant on account of this Agreement.
- g) This Agreement constitutes an agreement for the performance of work and services by Consultant as an independent contractor and not as an employee of Owner.
- h) Nothing contained in this Agreement shall be deemed to create a relationship of employer-employee, master-servant, partnership, joint venture or any other relationship between Owner and Consultant except that of independent contractor. Consultant shall have no authority to bind Owner, or to approve any Additional Services, unless specifically approved by Owner in writing.
- i) If any legal action or proceeding is commenced to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs.



Consultant



Owner

- j) This Agreement contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all other agreements or understandings between the parties with respect thereto.
- k) This Agreement may not be amended or supplemented, nor may any obligations hereunder be waived, except by a written instrument signed by the party to be charged. Notwithstanding the foregoing sentence, Consultant agrees to make such revisions to this Agreement as may be reasonably required by Owner.
- l) Consultant shall not assign any portion of this Agreement without the prior written consent of Owner. Owner shall have the right to assign this Agreement to any lender (including the Project Lender) advancing funds in connection with the Project, or to any partnership, affiliated entity or any other entity formed by Owner in which it retains an interest. Owner shall be permitted to make such assignment in Owner's sole and absolute discretion. Upon such assignment, Owner shall have no further obligations hereunder.
- m) This Agreement and the covenants contained herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective permitted assigns and successors-in-interest.
- n) No failure or delay by either party in the exercise of any right given to such party hereunder shall constitute a waiver thereof. No waiver of any breach of any agreement or provision contained herein shall be deemed a waiver of any preceding or succeeding breach thereof or of any other agreement or provision contained herein.
- o) Whenever the context hereof shall so require, the singular shall include the plural, the male gender shall include the female and the neuter, and vice versa.
- p) The invalidity, illegality or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision hereof.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written at Carbondale, Illinois.

OWNER:

By: _____

Its: City Manager

CONSULTANT:

By: _____

Its: Owner

Consultant's Contact Information:

Street Address: _____

City: _____

State: _____

Zip Code: _____

Contact Name: _____

Tax I.D. Number: _____

HBE
RME
Consultant

[Signature]
Owner

EXHIBIT A

Agreement For Professional Services

(Services)

Please see below for Proposal dated June 16, 2023.

EXHIBIT B

Agreement For Professional Services

(Compensation)

Please see below for Proposal dated June 16, 2023.

Southern Illinois Historic Preservation

1517 Oak St.
Murphysboro, Illinois 62966
618 201-7435
malcolmentor@gmail.com

June 16, 2023

Ashley Gibson
Planner, Community Development
City of Carbondale
200 S. Illinois Ave.
Carbondale, Il. 62901

Agreement to Conduct Historic Buildings Survey Within the Northeast Quadrant, City of Carbondale, Illinois

Southern Illinois Historic Preservation (SIHP) proposes to enter into an agreement with the City of Carbondale, Illinois to conduct a historic buildings survey of the northeast quadrant within the Carbondale city limits.

SIHP agrees to survey the NE quadrant with the goal of providing information to the City of Carbondale that will help them update their existing historic preservation plan. The following section outlines the approach and methods. A general timeline for completion, deliverables, and cost will also be presented. All work will be completed according to IHPA intensive survey requirements (Attached Exhibit A) and the IHPA designated survey area (Attached Exhibit B).

Survey and Deliverables

An exterior/visual survey of the NE quadrant will be conducted to identify potentially significant historic properties. A recording form has been developed and approved by IHPA to collect information regarding historic buildings in the survey area. The form will include information on architectural style, overall condition of building, approximate age, integrity, and current use. All properties/parcels will be photographed. If potential historic districts are recommended, contributing structures for each district will be included in the overall inventory and map. A data form/photograph shall be recorded for each building/parcel. In addition, each historic property/parcel will be identified according to current street address and Jackson County parcel ID number.

The following is a list of potential archival sources to be consulted, along with work to be completed and deliverables proposed for the survey.

1. Relevant Sanborn maps (fire insurance maps) for Carbondale.
2. Jackson County Tax ID Parcel maps.
3. City of Carbondale phone directories.
4. Consult with the City of Carbondale Community Planning office regarding the existing records and archives that may be pertinent to the study.
5. Inventory sheets and survey forms will be provided for each property/parcel including photographs.
6. A written report summarizing the results of the survey will be completed. The report will contain recommendations regarding the potentially significant individual properties and districts that may qualify as local historic districts, city landmarks, or National Register properties.

Cost/Schedule for Survey

The work necessary to complete the historic buildings survey and produce the above deliverables can be accomplished for a total fixed fee of \$25,000.00. It will take approximately 9-10 months to complete. The work will proceed upon entering into a signed agreement with the city. The city will be billed in five monthly installments of \$3500.00 each with an additional \$5,000.00 installment upon completion of all fieldwork and submission of draft report including supporting documentation. A progress report detailing the work completed will be submitted with each billing.

A final billing of \$2500.00 will be submitted upon receipt of approval by IHPA of the final report and supporting documentation. Any comments/edits that the city or IHPA may have on the survey report will be addressed and included in the overall cost of the project.

SIHP appreciates the opportunity to enter into this agreement with the City of Carbondale to complete the historic buildings survey. We look forward to the opportunity to provide the City of Carbondale with information that can be used to preserve, protect, and enhance the city's historic resources for the future.

Rachel Malcolm Ensor, Ph. D
Senior Architectural Historian
Southern Illinois Historic Preservation

EXHIBIT C

Agreement For Professional Services

(Additional Services)

Requests for Additional Services must be made in the format attached:

EXHIBIT C.1

SAMPLE

AGREEMENT FOR PROFESSIONAL SERVICES – ADDITIONAL SERVICES

Architect, Engineer or Other Consultant

Project Name: _____

Project Address or Location: _____

City: _____ State: _____ Zip Code: _____

Consultant and Owner are parties to the above-referenced contract ("Contract") and wish to amend the Contract as follows:

A. Consultant has been requested to perform and agrees to perform the following Additional Services:

B. The compensation for said Additional Services shall be billed as time and materials to a maximum of \$_____, which is in addition to the amounts stated in the Contract.

Except as expressly amended or modified herein, the Contract shall remain unmodified and in full force and effect.

This Amendment is executed on the _____ day of _____, _____, at _____, Illinois.

OWNER:

CONSULTANT:

By: _____

By: _____

Its: _____

Its: _____

Consultant's Contact Information:

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____ Tax I.D. Number: _____

RESOLUTION NO. 2023-R-_____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH SOUTHERN ILLINOIS HISTORIC PRESERVATION TO PERFORM A SURVEY OF HISTORIC AND ARCHITECTURALLY SIGNIFICANT PROPERTIES WITHIN THE NORTHEAST QUADRANT OF CARBONDALE, ILLINOIS

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, pursuant to Article VII, Section 6(a) of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public, health, safety, morals and welfare; and

WHEREAS, the City of Carbondale has received funding from state and federal sources to perform a survey of historic and architecturally significant properties within the northeast quadrant of Carbondale, Illinois; and

WHEREAS, a contract for consultation services has been awarded to Southern Illinois Historic Preservation of Murphysboro, Illinois; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE, ILLINOIS, AS FOLLOWS:

SECTION 1. That the City Council of the City of Carbondale authorizes the City Manager to enter into a professional services agreement with Southern Illinois Historic Preservation to perform a survey of historic and architecturally significant properties within the northeast quadrant of Carbondale, Illinois.

SECTION 2. That the City Manager is hereby authorized to take any and all necessary, reasonable and proper actions to carry out the intent and purpose of this Resolution.

SECTION 3. That this Resolution be spread at length upon the minute records of the City Council of the City of Carbondale, Illinois.

This Resolution is adopted at a regular meeting of the City Council of the City of Carbondale, Illinois on the 8th day of August, 2023.

APPROVED: _____
Carolyn Harvey, Mayor Pro Tempore

ATTEST: _____
Jennifer R. Sorrell, City Clerk





CITY OF CARBONDALE, ILLINOIS

ORDINANCE NO. 2023-_____

**AN ORDINANCE AUTHORIZING A BUDGET ADJUSTMENT TO INCREASE THE
TIF DISTRICT #2 DIVISION FOR COSTS RELATED TO THE 2023 CARBONDALE
MURAL PROJECT**

**ADOPTED BY THE CITY COUNCIL
OF THE CITY OF CARBONDALE, ILLINOIS**

THE 8TH DAY OF AUGUST, 2023

**Published in pamphlet form by authority of the City Council of the City of Carbondale,
Jackson County, Illinois, this 9th day of August, 2023.**

CERTIFICATE OF PUBLICATION

**I, Jennifer R. Sorrell, the duly qualified City Clerk of the City of Carbondale,
Illinois, and the official custodian of the records of said City, do hereby certify that this
ordinance was published in pamphlet form by authority of the City Council on the 9th day
of August, 2023.**

Jennifer R. Sorrell, City Clerk

ORDINANCE NO. 2023-_____

**AN ORDINANCE AUTHORIZING A BUDGET ADJUSTMENT TO INCREASE THE
TIF DISTRICT #2 DIVISION FOR COSTS RELATED TO THE 2023 CARBONDALE
MURAL PROJECT**

WHEREAS, the City of Carbondale, Illinois, is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, pursuant to Article VII, Section 6(a), of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public health, safety, morals, and welfare; and

WHEREAS, City Council has made it a goal to encourage progressive economic development, tourism, arts, and entertainment, as outlined in the current version of the Vision 2025 statement; and

WHEREAS, since 2022, Carbondale has sponsored public art downtown in the form of murals in furtherance of this goal; and

WHEREAS, \$27,400.00 of funds from Fiscal Year 2023 remain unexpended and should be transferred to the TIF District #2 account to cover the expenses of two additional murals; and

WHEREAS, the City Council of the City of Carbondale finds it in the best interest of the City of Carbondale to increase the TIF District #2 Fiscal Year 2024 (FY2024) budget by a total of \$27,400.00 in a manner as described in Exhibit “A”, attached here and incorporated herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF CARBONDALE AS FOLLOWS:**

SECTION ONE. That the City Council deems it in the best interest of the citizens of Carbondale to increase the TIF District #2 Fiscal Year 2024 (FY2024) budget by a total of \$27,400.00 in a manner as described in Exhibit “A”, attached here and incorporated herein.

SECTION TWO. That the FY2024 budget is hereby increased in accordance with the expenditures as shown in Exhibit “A”, and such funds are hereby appropriated in accordance with law for the purposes of this Ordinance.

SECTION THREE. That the City Manager of the City of Carbondale is hereby authorized to and shall take any and all reasonable, necessary, and proper action to carry out the intent and purposes of this Ordinance.

SECTION FOUR. That the Finance Director is hereby authorized to increase the TIF District #2 Fiscal Year 2024 (FY2024) budget by a total of \$27,400.00 in a manner as described in Exhibit “A”, attached hereto.

SECTION FIVE. That all ordinances and parts thereof in conflict herewith are expressly repealed and are of no other force and effect.

SECTION SIX. That repeal of any ordinance by this Ordinance shall not affect any rights accrued or liability incurred under said repealed ordinance to the effective date hereof. The provisions of this Ordinance insofar as they are the same or substantially the same as those of any prior ordinance, shall be construed as a continuation of said prior ordinances.

SECTION SEVEN. That the City Council of the City of Carbondale finds that the subject matter of this Ordinance pertains to the government and affairs of the City of Carbondale and is passed pursuant to authorities granted it by State statutes and the Home Rule powers of the City of Carbondale pursuant to the provisions of Article VII, Section 6(a) of the Illinois Constitution.

SECTION EIGHT. That this Ordinance shall take effect upon its passage, approval, recording, and publication in pamphlet form in accordance with law.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk



A proposal for
Carbondale Park District & City of Carbondale
Parks Master Plan

June 14, 2023

Introduction

Hutchison Solutions, LLC, along with a team of consultants (Group) will provide professional services to Carbondale (District & City) to complete a Master Plan document. The team will consist of The Fource Group, Creative Communication Firm that specializes in document & website development & design, digital & social advertising, video production, creative marketing, and data science. Planning Design Studio (PDS), is a landscape architecture firm dedicated to creating exceptional outdoor spaces.

PROJECT

The Parks Master Plan document will be completed by the planning "Group" of consultants and Carbondale Park District & City of Carbondale Staff. Hutchison Solutions will act as the Project Manager for Carbondale and will provide coordination in the preparation of a City & District-wide Parks Master Plan. The Fource Group will administer Community Survey, provide communications, and prepare final documents. PDS will collaborate with the Group members and generally provide development recommendations related to parkland/open space needs, facility/amenity needs, and the development of a conceptual park site master plan and associated conceptual level cost estimates. The final Master Plan will be a unified community project to establish a roadmap to the future.

Master Plan, will include in the inventory, analysis/assessments, and concept plan development will include the following parks:

- Attucks (CPKD)
- Hickory Lodge Administration Building (CPKD)
- Hickory Ridge Golf Course (CPKD)
- Life Community Center (CPKD)
- Marberry Arboretum (CPKD)
- Oakdale Park (CPKD)
- Parrish Park (CPKD)
- Kids' Corner Childcare Center (CPKD) (CITY)
- Super Splash Park (CPKD)
- Doug Lee Park/Superblock (CITY)
- Evergreen Park (CITY)
- Turley Park (CITY)
- Lakeland Center (CPKD)
- Tatum Heights Park (CITY)

1. PHASE 1 – DATA COLLECTION, ANALYSIS & NEEDS ASSESSMENT

- A. Kick-Off Meeting: The team will have a virtual kick-off meeting with the team and the client. The meeting will review the goals of the project and include the following: 1) Develop and assign work tasks for each team. 2) Review time- frame and set dates for specific events, especially public dates; and 3) Discuss public meetings and approach.
- B. Inventory of Existing Parks and Facilities: The team will need knowledge of all current parks within Carbondale and within a radius of the City of Carbondale's surrounding community.

Background:

- Available data information from CARBONDALE which includes City, District, and School District including reports, and improvement plans.
- Community data available such as census data, and land use information.
- Digital mapping data for the overall City of Carbondale and each CARBONDALE fourteen (14) parks/facilities (aerials and topographic features for each site), including GIS data for the Carbondale community.

Base Mapping: PDS will provide a citywide base map and individual base-maps of the existing parks. The park maps will include aerial photography, the park boundary, and existing facilities identified (plus any topography) data provided by Carbondale.

Community Survey: A list of questions will be developed and an online park and recreation survey completed. Survey data information that includes:

- Formal Report; Executive Summary of the methodology and major findings.
- Tabular data that shows results for each question.
- Charts, graphs, and analysis that will identify the facilities that should receive the highest priority for investment from the City and District.

Demographic Assessment: The Demographic Assessment of the Carbondale community will be provided by the City of Carbondale, Carbondale Park District, and School Districts, to complete a demographic assessment of the Carbondale community includes the following:

- Complete a demographic assessment to identify and document an understanding of the Carbondale community's population and demographic trends for the future that may impact the needs of the city and the entire park system.
- Identify the latest available census data and current service areas.

Park & Facility Inventory: Detail inventory of the existing parks, facilities, and amenities:

- Park and Facility Assessments will be recorded of existing conditions for each park and included in the Master Plan.
- The team will complete a walk-through of each City & Park District site.
- Other parks and or recreation facilities in the surrounding community area will be researched as well as any cultural and historic resources within the community that may impact the Master Plan.

C. Staff and Small-Group Interviews

Planning team members will conduct staff and Small-Group Interviews (4 one-hour sessions) in a one-day long, virtual, and in-person session to solicit their insights, issues, needs, and direction. These small groups will be scheduled with the help of District/City staff and Hutchison Solutions.

D. Park and Facility Needs Assessment

A Needs Assessment for parkland and recreation facilities based on standards of the Carbondale community, staff, Small-Group information, and community perspectives. Factors will be considered

due to the size of the community, future growth, national standards, and park system demand. A statement and supporting documentation will be provided.

E. Parkland Needs Evaluation

The team members will review community-wide sites of undeveloped opportunities for park and recreation facilities with the City and District. Developed and undeveloped lands, open spaces, and greenways will be reviewed to determine the generalized environmental effect of development. Private/public facilities within CARBONDALE jurisdiction will be analyzed to determine their impact on the recreation delivery system provided by CARBONDALE.

F. PHASE 1 Data Collection, Analysis & Needs Assessment – Draft Report

The team will provide narratives, tables, and any other supporting graphics for each section of this phase. The draft data report will be provided for review.

G. Public Open House/Meeting#1

The planning team will conduct a Public Open House Meeting/Workshop to present the findings and evaluations of Phase 1 of the Carbondale Master Plan. Estimate this event will be 1.5 hours. A presentation will be assembled. Participants will work in small groups to develop possible improvements, amenities, and/or special interests needed within the community.

2. PHASE II – CONCEPT DEVELOPMENT & PRELIMINARY MASTER PLAN

A. Park System-wide Concept Recommendations

A graphic illustration will be prepared to show recommendations for the entire City/District, with a narrative summary. Recommendations will be included for each park as well as potential parkland and facility acquisitions.

B. Park and Recreation Facility Concept Options

PDS will prepare initial park concept options in graphic format for improvements to 4 parks to be selected during the master planning process. The concept will be prepared over the base map, diagrammatically illustrating the proposed recreational facility improvements. A list of improvements will be developed for the remaining parks.

C. Concept Option Planning Team Workshop Review

The planning team and CARBONDALE representatives will meet to review the possible park options for development. PDS will lead a discussion on all the options. The outcome of the workshop-type review will be selecting one option to proceed into the master planning phase. Hutchison will document the findings of the workshop.

D. Preliminary Parks Master Plan

Based on the workshop review, PDS will revise, refine and update the Concept Option and prepare the preliminary Parks Master Plan. This will include a concept master plan for 3 parks with budget costs for the proposed improvements.

E. Implementation and Funding Strategies

This task will include an analysis of the cost of the recommended actions suggested in the master plan. A five-year action plan will be developed, and funding strategies will be identified. Strategies for maximizing revenues from funding sources will be recommended for use in the action plan. Opportunities will be explored regarding joining use or shared use of multi-government sites, and private or quasi-private open space for recreational or preservation purposes within or adjacent to the community.

F. Public Open House/Meeting #2 (Joint Board & Council Meeting)

The planning team will conduct a second Public Open House/Meeting to present Preliminary Parks Master Plan. This session will include several stations as follows:

- Data Collection, Needs Assessment
- Park Master Plan diagrams for 4 Parks
- Park System-wide Master Plan
- Presentation will be prepared if requested

3. PHASE III FINAL PARKS MASTER PLAN

A. Final Master Plan Report Update

The planning team will coordinate any additional Input and direction received to update the Master Plan. The report will include:

- Executive Summary
- Data Collection
- Park System-wide Master Plan
- 4 Parks Diagrams
- Implementation & Funding Strategies
- Appendices

B. Digital Files & Updated Parks Master Plan presentation will be provided.

C. Carbondale Park District & City of Carbondale (Carbondale/client) will provide Hutchison Solutions LLC with a copy of an intergovernmental agreement to support the joint Carbondale Master Plan contract.

D. Exclusions:

- Statistically valid recreation needs assessment survey.
- Recreation programs, operations, or staffing assessments and recommendations.

TIMING

Proposal Approval	June 2023
Deliverable Timeline Developed	June/July 2023
Master Plan Team Assignments	July 2022
Phase 1 Analysis & Data Complete	August/September 2023
Phase 2 Concept & Survey Complete	September/October 2023
Phase 3 Master Plan Complete	November/December 2023

TERMS OF AGREEMENT

PARTIES & PURPOSE

This Agreement is made between **CARBONDALE**, (hereinafter "Client") and **HUTCHISON SOLUTIONS**, (hereinafter "Consultant") from the execution of this agreement thru six (6) months.

PRICING & FEES

The Consultant will provide the following services as outlined above for the following:

Master Plan	\$89,700
-------------	----------

Payment Terms: Payments will be based on the scope of work completed monthly.

Project Service Fees: Project Service Fees will be billed for approved work and will be due within 30 days. A late payment fee of 5% will be assessed for payments received after 30 days.

Out-of-Pocket Fees: Out-of-Pocket Fees will be billed at the time of estimate approval and will be due upon invoice.

The client agrees to pay all, additional hours of work, approved by the Client, at an hourly rate of \$150. Before being billed at an hourly rate, the client will be provided with an estimate for approval.

TERMS

All materials furnished by CARBONDALE will remain the property of CARBONDALE, JACKSON CO, and will be returned upon request, or no more than 60 days from the termination of this agreement. The results of any work performed by HUTCHISON SOLUTIONS for CARBONDALE, including original work will remain the property of the CARBONDALE.

To the extent permitted by law, CARBONDALE and HUTCHISON SOLUTIONS, LLC agree to defend, indemnify and hold harmless either party, its/their officers, directors, agents, and employees from and against any claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and any manner from acts, omissions, breach or default of either party, in connection with the performance of any work produced by this agreement, its officers, directors, agents, employees, and subcontractors.

This agreement may be terminated on 60 days written notice by either party. In case of termination, HUTCHISON SOLUTIONS shall make a reasonable attempt to finish work in progress.

PLACE OF LAW

This agreement shall be governed by and construed by the laws of the State of Illinois.

CONTRACT RENEWAL

The client agrees that this contract will be in effect for the agreed-upon duration. If you agree to the terms set forth above, please sign in the space provided below and return one copy of this proposal. If desired, contract termination requires a 60-day notice.

Client Name and Title

X _____
Client Signature

Date

Client Name and Title

X _____
Client Signature

Date

MJ Hutchison, Owner/CEO _____
HUTCHISON SOLUTIONS Name and Title

X _____
HUTCHISON SOLUTIONS Signature

Date

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE
CITY OF CARBONDALE AND CARBONDALE PARK DISTRICT
CONCERNING A PARKS MASTER PLAN**

The City of Carbondale, Illinois, with its offices located at 200 S. Illinois Avenue, Carbondale, Illinois, (hereinafter referred to as “City”) hereby enters into this Agreement with the Carbondale Park District, with its offices located at 925 S. Giant City Road, Carbondale, Illinois, (hereinafter referred to as “District”) and agrees as follows:

WHEREAS, the City and the District both manage public parks within the City of Carbondale; and

WHEREAS, the City and District desire to work together to create a city-wide Parks Master Plan; and

WHEREAS, the City and the District are committed to providing high-quality parks for the citizens of Carbondale; and

WHEREAS, both parties wish to contract with Hutchinson Solutions to assist in the development of the Parks Master Plan.

NOW, THEREFORE, BE IT AGREED AS FOLLOWS:

1. That the District and the City will jointly engage Hutchinson Solutions to develop a combined Parks Master Plan.
2. That the District and City agree to the scope of work proposed by Hutchinson Solutions as attached as Exhibit “A”.
3. That the District and the City agree to share the cost and fees for Hutchinson Solutions equally.

IN WITNESS WHEREOF, the parties do hereby agree to abide by the terms and conditions provided herein and have executed this Agreement on this ____ day of _____, 2023.

CITY OF CARBONDALE

By: _____
Gary Williams, City Manager

ATTEST:

City Clerk

CARBONDALE PARK DISTRICT

By: _____
Trey Anderson, Executive Director

ATTEST:

- (b) Pedestrian ways that traverse parking areas shall be clearly demarcated by the use of such materials as scored concrete, paver blocks, bricks, or other suitable materials.

3. Design and Location

- (a) Pedestrian ways shall be designed and located to minimize the interactions between pedestrians using the designated ways and automobile traffic.
- (b) For any parking area with fifty or more parking spaces or for any hard-surfaced area serving parking and other purposes and totaling fifteen thousand square feet (15,000ft²) or more in area, the site shall include one protected pedestrian way from the principal building (or from a pedestrian system connecting principal buildings along the building fronts) to any public trail or sidewalk, existing or planned. The protected pedestrian way shall not be shared with automobiles and shall not intersect or otherwise cross driveways or other parts of the vehicular circulation system more than twice between the public trail or sidewalk and the principal building or connecting sidewalk.
- (c) Any site with one hundred or more parking spaces or any site with hard-surfaced area serving parking and other purposes and totaling thirty thousand square feet (30,000ft²) or more in area, the site shall include pedestrian amenities. Pedestrian amenities may include well landscaped sitting areas with design components such as seating elements and/or other amenities in shaded areas. A minimum of four benches, or other similar amenity, shall be provided at each customer entrance/pedestrian amenity area.

4. Markings

Pedestrian ways between the project building entrances and parking areas, public sidewalks, out parcel buildings, and transit stops shall be clearly indicated through the use of landscaped areas and sidewalks which are made of materials such as scored concrete, pavers, or bricks. All project building sides with customer entrances shall include such a sidewalk along the full length of each façade.

§4.9.2. Existing Circulation for Pedestrians

Existing pedestrian circulation elements shall be maintained, repaired, or replaced in accordance with standards set forth in §4.9.1.A.

§4.10. SIGNS

§4.10.1. Applicability

- A. This section, which regulates signs, shall extend to all real property located within the corporate city limits of Carbondale, Illinois and within one and one-half miles thereof as shown on the official Zoning Map.
- B. Any sign permitted by this §4.10 for any purpose may bear a noncommercial message, regardless of the fact that the sign may be identified by a name that suggests a specific message; for example, a sign conforming to the requirements for a “real estate sign” may also or alternatively bear a noncommercial message.

§4.10.2. Statement of Purpose

These sign regulations are adopted for the following purposes:

- A.** To preserve, protect and promote the public safety on City streets by limiting the unnecessary distraction of the motorist caused by signs.
- B.** To protect the general public from damage and injury which may be caused by the faulty and uncontrolled construction and use of signs within the City.
- C.** To create a fair and balanced system of sign regulations recognizing both the needs of the business community and the desires of the citizenry for a reduction of sign confusion.
- D.** To preserve and protect the property values of the City's residential neighborhoods by protecting these areas' visual character from the blighting effects of uncontrolled signs.

§4.10.3. Prohibited Signs

The following signs are prohibited:

- A.** Off-premises signs;
- B.** Pennants, propellers, paddle wheels, streamers, spinners, or other attraction devices designed to be set in motion by the wind or motorized, except as permitted in §4.10.9, Special Signs Permitted;
- C.** Festoon lights;
- D.** Moving signs except as permitted by §4.10.6, Nonresidential Regulations;
- E.** Flashing signs, except as allowed in Non-Residential Districts, by §4.10.6.H and §4.10.7.L.
- F.** Signs with bare bulb illumination exceeding the equivalent amount of lumens emitted by a 25 watt incandescent bulb.
- G.** Temporary signs, except as allowed by §4.10.8; and
- H.** Portable signs except as permitted in §4.10.9, "Special Signs Permitted."
- I.** Any sign attached to, or placed on, a vehicle or trailer parked on public or private property, except for signs meeting the following conditions:
 - 1.** The primary purpose of such vehicle or trailer is not the display of signs
 - 2.** Signs painted on or magnetically affixed to vehicles that do not contain changeable letters or copy; and signs otherwise attached to vehicles that do not contain changeable letters or changeable copy.
 - 3.** The vehicle or trailer is in operating condition, currently registered and licensed to operate on public streets, and actively used or available for use in the daily function of the business.

§4.10.4. Illumination

All signs except those for one-, two-, three-, and four-unit dwellings and for home occupations may be illuminated provided that the illuminations conforms to the following restrictions:

- A.** The light source, including the interior of a building shall be so shaded, shielded, or directed so that the light intensity or brightness shall not adversely affect surrounding or facing premises.

- B. The light shall not adversely affect the safe vision of operators of vehicles.
- C. Light shall not shine on or into neighboring residential structures.

§4.10.5. Residential Regulations

This section regulates all signs erected in all areas within the city zoned RR, R-1, R-1-D, R-2, R-3, RMH, PUD, NB, PA, and PAR.

A. Location Of Signs

Signs may be erected on private property subject to the following restrictions:

1. Permanent freestanding signs are not permitted for one, two, three, and four unit dwellings.
2. Signs for home occupations and vacation rental units must be architectural signs.
3. All freestanding signs must either have twenty feet (20') of setback from the street curb line (extended vertically), or have at least eight feet (8') of clearance between the base of the sign and the ground.
4. No part of any freestanding or building sign may be erected so as to suspend over or otherwise encroach upon any public right of way.
5. No sign may be erected on the roof of any structure, or be erected on the building facade so that any portion of the sign exceeds the height of the facade.
6. See §4.10.8 for temporary signs allowed and §4.10.9 for special signs, some of which are allowed in residential districts under specified circumstances.

B. Height of Signs

1. For fraternities and sororities - a freestanding sign may be erected to the height of six feet (6') above the ground.
2. Freestanding signs for residential uses containing five or more dwelling units and all other uses may be erected to the height of twelve feet (12') above the ground.
3. Architectural signs may be erected to a maximum height of twelve feet (12') from the ground or the maximum height of the building façade to which they are attached, whichever is greater.

C. Sign Area

1. For lawful home occupations and vacation rental units - two square feet (2ft²).
2. For schools, government buildings, churches and public auditoriums - fifty square feet (50ft²).
3. For multi-unit dwelling developments and mobile home parks - one square foot (1ft²) of sign area for each individual dwelling unit (such sign need not be smaller than 12 square feet (12ft²) and any one sign shall not exceed fifty square feet (50ft²).
4. For one, two, three or four unit dwellings- one square foot (1ft²) of sign area for each individual dwelling unit. Such signs shall only contain the name and/or address of the structure. These signs shall contain no leasing or advertising information.
5. For bed and breakfast establishments and inns - 12 square feet (12ft²).

6. For fraternities and sororities - fifty square feet (50ft²).
7. For home museum - 12 square feet (12ft²).
8. Other uses not listed above - one square foot (1ft²) of sign area for each lineal foot of building frontage, not to exceed one hundred fifty square feet (150ft²).

D. Animated Signs

Signs in these zones may not move or be animated in any manner.

E. Number of Signs

1. Freestanding signs when permitted - one per street frontage except as sited below.
2. In the circumstance where the street frontage for a business on a street exceeds three hundred linear feet (300'), a second freestanding sign may be erected on that street frontage provided that the surface area for the signs complies with the requirements of subsection C of this section and provided further that the two (2) signs are placed at least fifty feet (50') apart. If the business is located on a corner lot or a through lot and has a combined street frontage exceeding three hundred linear feet (300'), a second freestanding sign may only be erected on the second frontage pursuant to this provision.
3. Architectural signs - there is no limit on the number of architectural signs within the provisions for sign area, see subsection C of this section.

§4.10.6. Nonresidential Regulations

This section regulates all signs erected in all areas within the City zoned BPL, SB, BWA, AG, LI,GI, or PAD.

A. Location of Signs

Signs may be erected on private property subject to the following restrictions:

1. All freestanding signs must either have twenty feet (20') of setback from the street curb line (extended vertically), or have at least eight feet (8') of clearance between the base of the sign and the ground;
2. No part of any freestanding or architectural sign may be erected on, or so as to suspend over, or otherwise encroach upon, any public right of way;
3. No freestanding sign may be erected closer than three feet (3') to any street or alley curb line (projected vertically);
4. No architectural sign may project more than six feet (6') from any building façade except as provided below:
 - (a) Signs painted or mounted flush on a canopy or awning which is located entirely on private property shall not be subject to the six foot (6') maximum projection restriction.
 - (b) Signs on a canopy or awning which is located entirely on private property, other than painted or flush- mounted signs, shall be mounted parallel to the building façade and shall not project more than six feet (6') from the building facade or one foot (1') from the outer edge of the awning or canopy on which it is mounted, whichever is greater.

B. Height of Signs

1. Freestanding signs may be erected to a maximum height of thirty-two feet (32') from the ground.
2. Signs for contract construction services as a special use shall only be erected to a height of six feet (6').
- ~~3. Architectural signs may be erected to the maximum height of the building façade to which they are attached.~~

C. Sign Area

1. Freestanding signs with one or two sides are permitted a maximum sign area not to exceed one hundred-fifty square feet (150ft²) per side;
2. Freestanding signs with three or more sides are permitted a maximum sign area not to exceed one hundred square feet per side (100ft²);
3. Both freestanding and architectural signs for contract construction services as a special use shall be limited to fifty square feet (50ft²) each; and
4. Architectural signs may be erected on the building within the following restrictions as determined below:

(a) Architectural Sign Schedule

Architectural Sign Schedule			
Gross Floor Area of Individual Store (Sq. Ft.)	Base Floor Area	Base Sign Area	Rate of Additional Sign Area Per 100 Sq. Ft. Additional Floor Area
0 - 1,000	0	Need not be less than 50 square feet of sign area for businesses less than 1,000 square feet	
1,001 - 2,500	1,000	50	1.66
2,501 - 5,000	2,500	75	2.0
5,001 - 15,000	5,000	125	1.0
15,001 - 30,000	15,000	225	0.5
30,001 and larger	30,000	300	0.25

(b) Additional Increase

The total sign area allowed may be increased according to the following rate: two percent (2%) for each ten feet (10') of distance between the centerline of the nearest street surface to nearest point of the building to which the sign will be attached.

D. Illumination

Signs may be illuminated provided that it conforms to the following restrictions:

1. The light source, including the interior of a building shall be so shaded, shielded, or directed so that the light intensity or brightness shall not adversely affect surrounding or facing premises.
2. The light shall not adversely affect the safe vision of operators of vehicles.
3. Light shall not shine on or into neighboring residential structures.

E. Animated Signs

Animated signs are permitted but are subject to the following provisions:

1. Electronic Message Board

- (a) Electronic message boards shall not make up more than 50% of the actual sign surface. In no case shall an electronic message board exceed seventy-five square feet (75ft²).
- (b) Electronic message boards shall be limited to the display of messages which take no more than two seconds to complete. A minimum of six seconds shall be required between the changing of messages. Animation shall be limited to those incorporated into the changing of a message, but shall not restrict the use of images in the background of a message. (e.g. clouds moving, flames burning, running water, etc.) No flashing, blinking, or pulsating of lights shall be allowed. Electronic message boards must be equipped to freeze in one position or discontinue the display in the event that a malfunction occurs.

2. Mechanically Animated

The movement of a sign is limited to an action which takes no less than six seconds to complete. This shall apply to a rotating, waving, or similar motion that a sign may incorporate.

F. Number of Signs

- 1. One freestanding sign per frontage located only on that street frontage except as provided below.
- 2. In the circumstance where the street frontage for a business on a street exceeds three hundred linear feet (300'), a second freestanding sign may be erected on that street frontage provided that the surface area for the signs complies with the requirements of subsection C of this section and provided further that the two (2) signs are placed at least fifty feet (50') apart. If the business is located on a corner lot or a through lot and has a combined street frontage exceeding three hundred linear feet (300'), a second freestanding sign may only be erected on the second frontage pursuant to this provision.
- 3. There are is no limit on the number of architectural signs provided that the total square footage of all signs does not exceed the maximum square footage allowed.

G. Businesses Permitted Signs

- 1. All businesses are permitted architectural signs.
- 2. The following establishments are permitted freestanding signs:
 - (a) Individual establishments in individual buildings.
 - (b) Business and noncommercial establishments and shopping centers.
 - (c) Satellite establishments within a shopping center.
 - (d) Movie theaters, auditoriums, and other places of public assembly, in shopping centers and business developments in accordance with §4.10.6.F.

H. Flashing Signs

A flashing sign may be permitted provided it conforms to the following restrictions:

1. A minimum of two seconds shall be required between flashes.
2. Flashing lights must not exceed the equivalent amount of lumens emitted by a 25-watt incandescent bulb.

§4.10.7. Downtown Sign Regulations

Downtown signage should be integral to a building's design rather than applied after the fact. As such, all signage should incorporate complementary materials, colors, and details. The use of banners as permanently mounted signage is prohibited. This section regulates all signs erected in all areas zoned BPR.

A. Location of Signs

Freestanding monument signs may be erected on private property subject to the following restrictions:

1. All freestanding monument signs must either have fifteen feet (15') of setback from the street curb line (extended vertically).
2. No part of any freestanding monument sign may be erected so as to suspend over or otherwise encroach upon any public right of way.
3. No sign may be erected on the roof of any structure, or be erected on the building façade so that any portion of the sign exceeds the height of the façade.
4. Any architectural sign that projects or suspends over any sidewalk, public or private, or any public right-of-way shall have at least eight feet (8') of clearance between the base of the sign and the ground or sidewalk. The owner of any sign suspended over public right-of-way agrees to indemnify and hold the city harmless from any liability which may arise by reason of the sign being projected or suspended over the public rights-of-way. The owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

B. Height of Signs

1. Freestanding monument signs may be erected to the maximum height of eight feet (8') above the ground.
- ~~2. Architectural signs may be erected to the maximum height of the building façade to which they are attached.~~

C. Sign Area

1. Freestanding monument signs with one or two sides are permitted a maximum sign area not to exceed fifty square feet (50ft²) per side.
2. Architectural signs are limited to one and one quarter square feet (1.25ft²) of sign area for each lineal foot of building frontage or fifty square feet (50ft²), whichever is larger.

D. Illumination

All signs may be illuminated provided that it conforms to the following restrictions:

1. The light source, including the interior of a building shall be so shaded, shielded, or directed so that the light intensity or brightness shall not adversely affect surrounding or facing premises.

2. The light shall not adversely affect the safe vision of operators of vehicles.
3. Light shall not shine on or into neighboring residential structures.
4. The illumination may not flash in any manner.

E. Architectural Signs

Architectural signage that utilizes channel lettering and/or raceways, solid or laser cut metal, etc. are examples of approved sign materials. ~~Boxed cabinet signage is permitted provided it does not account for more than 30% of the total installed signage.~~

F. Projecting Signs

One projecting sign is permitted per storefront and shall be construed as contributing to the building's total allotted square footage of architectural signage. Projecting signs are permitted to project a maximum of four feet (4') from the surface of any structure and must maintain a minimum of eight feet (8') of clearance between the lowest extent of the sign and the ground or sidewalk. The owner of any sign suspended over public right-of-way agrees to indemnify and hold the city harmless from any liability which may arise by reason of the sign being projected or suspended over the public rights-of-way. The owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

G. Architectural Signs

1. A maximum of 25% of the surface of any awning or canopy may be utilized for permanently affixed copy. Any background colors, graphic striping, color banding or patterns shall not be considered as contributing to the sign area. Furthermore, this allotment shall not be construed to contribute to the total amount of architectural signage permitted for any structure in the BPR District
2. Under canopy signs are permitted and will be considered as contributing to the total square footage of architectural signage that is permitted. Under canopy signs must maintain at least eight feet (8') of clearance between the lowest extent of the sign and the ground or sidewalk. The owner of any sign suspended over public right-of-way agrees to indemnify and hold the city harmless from any liability which may arise by reason of the sign being projected or suspended over the public rights-of-way. The owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

H. Animated Signs

Animated signs are permitted but are subject to the following provisions:

1. **Electronic Message Board**
 - (a) Electronic message boards shall not make up more than 30% of the actual sign surface. In no case shall an electronic message board exceed twenty-four square feet (24ft²).
 - (b) Electronic message boards shall be limited to the display of messages which take no more than two seconds to complete. A minimum of six seconds shall be required between the changing of messages. Animation shall be limited to those incorporated into the changing of a message, but shall not restrict the use of images in the background of a message. (e.g. clouds moving, flames

burning, running water, etc.) No flashing, blinking, or pulsating of lights shall be allowed. Electronic message boards must be equipped to freeze in one position or discontinue the display in the event that a malfunction occurs.

2. Mechanically Animated

The movement of a sign is limited to an action which takes no less than six seconds to complete. This shall apply to a rotating, waving, or similar motion that a sign may incorporate.

I. Number of Signs

1. Freestanding monument signs when permitted - one per street frontage except as sited below.
2. In the circumstance where the street frontage for a business on a street exceeds three hundred linear feet (300'), a second freestanding monument sign may be erected on that street frontage provided that the surface area for the signs complies with the requirements of subsection C of this section and provided further that the two (2) signs are placed at least fifty feet (50') apart. If the business is located on a corner lot or a through lot and has a combined street frontage exceeding three hundred linear feet (300'), a second freestanding sign may only be erected on the second frontage pursuant to this provision.
3. There are is no limit on the number of architectural signs provided that the total square footage of all signs does not exceed the maximum square footage allowed.

J. Special Signs Permitted in the BPR District

A-Frame signs are permitted in the BPR district with the issuance of an annual sign permit subject to the following provisions:

1. Signs may not exceed six square feet (6ft²) per side and shall not exceed three feet (3') in height and two feet (2') in width. (Two sided only)
2. Signs must be located within fifteen feet (15') from the front entrance.
3. No sign shall impede the normal and orderly flow of pedestrian traffic, and shall not obstruct any accessible route; for purposes of this section, the sign should be located so that there is a clear passage of at least three and one-half feet between the sign and any building, post or obstruction in the sidewalk.
4. Signs shall be removed each day at the close of business.
5. For any sign located on the right-of-way, the owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

K. Temporary Signs Permitted in the BPR District

1. Temporary Commercial Banners are permitted to advertise goods or services for economic gain:
 - (a) Temporary banners shall be limited to thirty-two square feet (32ft²).
 - (b) Each individual business will be allowed to display a temporary banner, mounted to the building, for a period not to exceed thirty (30) consecutive days. Each business is allowed a total of ninety (90) calendar days to display temporary

banners. A new permit shall be issued each time the temporary banner is to be displayed, unless authorized under the original permit.

(c) Commercial signs prohibited: Includes signs that are carried, waived or otherwise displayed by persons either on public rights-of-way or in a manner visible from public rights-of-way. This provision is directed toward such displays intended to draw attention for a commercial purpose, and is not intended to limit the display of banners, flags or other signage by persons participating in demonstrations, political rallies, and similar events.

(d) No temporary banner may be illuminated.

2. Temporary Non-Commercial Signs:

(a) Temporary signs shall be limited to thirty-two square feet (32ft²).

(b) Each individual 501(c) not-for-profit organization will be allowed to display a temporary sign for a period not to exceed thirty (30) consecutive days. Each organization is allowed a total of sixty (60) calendar days to display temporary signs. A new permit shall be issued each time the temporary sign is to be displayed. Permit fees may be waived with the approval of the administrative official.

(c) Temporary signs need not be located on the site for which the event is to take place.

3. Removal of Temporary Signs

If a temporary sign relates to an event, such sign shall be removed within five days after the conclusion of the event.

L. Flashing Signs

A flashing sign may be permitted provided it conforms to the following restrictions:

1. A minimum of two seconds shall be required between flashes.

2. Flashing lights must not exceed the equivalent amount of lumens emitted by a 25-watt incandescent bulb.

§4.10.8. Temporary Signs Permitted (except in the BPR District)

In addition to the signs permitted in each district as established in §4.10.5, §4.10.6, and §4.10.7, the following signs are also permitted subject to the conditions established in this Section.

A. General Provisions for all Temporary Signs

1. No sign may be erected on, suspended over, or encroach upon the public right of way, except as provided for under Section 17-1-5 of the Carbondale Municipal Code (dealing with “encroachments”), or be located so as to obstruct the visual clearance needed for safe vehicle or pedestrian traffic.
2. No sign may be attached to utility poles, trees on private property, trees on public right of way, street light poles, street or traffic sign nor fire hydrants.
3. No temporary sign shall be erected within twenty feet (20') of the curb line of any adjoining street surface except those located in the BPR District in which case the

temporary sign shall be flush-mounted to the building. No sign shall be erected so as to obstruct the visual clearance needed for safe vehicular and pedestrian traffic.

4. If the sign is not communicating a message which is temporary in nature, it shall be required to meet the requirements of §4.10.5, §4.10.6, and §4.10.7 of this Article, Permanent Signs.
5. Temporary signs shall be regulated subject to the following:
 - (a) **Temporary Commercial Signs**

To advertise goods or services for economic gain

 - (1) Temporary signs shall be limited to thirty-two square feet (32ft²).
 - (2) Each individual business will be allowed to display a temporary sign for a period not to exceed thirty (30) consecutive days. Each business is allowed a total of one hundred (100) calendar days to display temporary signs. A new permit shall be issued each time the temporary sign is to be displayed, unless authorized under the original permit.
 - (3) Maximum Height: Six feet (6'), if freestanding.
 - (4) Commercial signs prohibited: Includes signs that are carried, waived or otherwise displayed by persons either on public rights-of-way or in a manner visible from public rights-of-way. This provision is directed toward such displays intended to draw attention for a commercial purpose, and is not intended to limit the display of banners, flags or other signage by persons participating in demonstrations, political rallies, and similar events.
 - (5) Pennants and streamers may be displayed for a maximum of one hundred and fifty (150) days per calendar year with a limit of thirty (30) consecutive days per event.
 - (6) No temporary sign may be illuminated.
 - (7) Banners suspended from a building, with a total square footage of 50ft² are permitted for periods up to thirty (30) consecutive days per event, with no limit on the number of events.
 - (b) **Temporary Non-Commercial Signs**
 - (1) Temporary signs shall be limited to thirty-two square feet (32ft²).
 - (2) Each individual 501(c) not-for-profit organization will be allowed to display a temporary sign for a period not to exceed thirty (30) consecutive days. Each organization is allowed a total of (60) calendar days to display temporary signs. A new permit shall be issued each time the temporary sign is to be displayed. Permit fees may be waived with the approval of the administrative official.
 - (3) Temporary signs need not be located on the site for which the event is to take place.

B. Removal of Temporary Signs

If a temporary sign relates to an event, such sign shall be removed within five days after the conclusion of the event.

§4.10.9. Special Signs Permitted

In addition to the signs permitted in each district as established in §4.10.5 and §4.10.6, the following signs are also permitted subject to the conditions established in this Section. Heights of signs permitted in this Section shall not exceed the permitted sign height for the district where the sign is to be erected unless otherwise specified by this Section.

A. General Provisions for all Special Signs

1. No sign may be erected on, suspended over, or encroach upon the public right of way, except as provided for under Title 17, Chapter 1 of this Code, or be located so as to obstruct the visual clearance needed for safe vehicle or pedestrian traffic.
2. No sign may be attached to utility poles, trees on private property, trees on public right of way, street light poles, street or traffic sign nor fire hydrants.
3. No sign shall be erected so as to obstruct the visual clearance needed for safe vehicular and pedestrian traffic.

B. Real Estate Signs

Real estate signs advertising property or buildings for sale, rent, or lease are permitted for the period of time while the property is available for sale, rent or lease and for no more than fourteen (14) days after the sale, rental, or leasing of said property or building. The size and number applies to both freestanding and architectural signs/banners. All real estate signs shall be subject to the following provisions:

1. Commercial property located in a commercial zoning district:
 - (a) One sign per lot frontage. If frontage exceeds 300 feet (300') a second sign may be erected.
 - (b) A maximum of thirty two square feet (32ft²) of sign surface area per side, two (2) sides permitted.
 - (c) The sign, if freestanding, shall not obstruct the visual clearance needed for safe vehicular and pedestrian traffic.
2. Property located in a residential zoning district:
 - (a) One sign per lot frontage. If frontage exceeds three hundred feet (300') a second sign may be erected.
 - (b) Maximum of twelve square feet (12ft²) of sign surface area per side, two (2) sides permitted.
 - (c) The sign, if freestanding, shall not obstruct the visual clearance needed for safe vehicular and pedestrian traffic.

C. Temporary Construction Signs for Buildings or Projects

Signs stating the nature and name of the building or project, the names of contractors, architects, engineers, or officials, financial information, or any information required by law, are permitted in various districts subject to the following provisions:

1. Any such temporary signs required by a government for a project shall be permitted.
2. One sign per frontage.
3. In commercial districts a maximum of thirty-two square feet (32ft²) per side, two (2) sides permitted (except where governmental standards require a larger sign in which case such sign shall be permitted).
4. In a residential district a maximum of six square feet (6ft²) per side, two (2) sides permitted.
5. Signs may be erected no more than thirty days prior to the actual start of construction or project and shall be removed when the construction is completed. Only those projects that have obtained a building permit may display a construction sign.

D. Signs Designating Historic Areas or Buildings

Signs denoting historic buildings or areas may be erected subject to the following provisions:

1. Freestanding signs designating historic sites, areas, or districts shall be no larger than twelve square feet (12ft²).
2. Signs designating historic buildings shall be mounted on the building so designated and may be subject to review by the Certificate of Appropriateness Committee.

E. Minor Directional Signs

Signs for and located within shopping centers, business developments, or individual business establishments and their parking areas which guide automobile and pedestrian traffic within the parking lot. Such signs shall:

1. Have maximum height of eight feet (8').
2. Have a maximum surface area of ten square feet (10ft²) per side, two (2) sides permitted.
3. Be located so as not to obstruct the vision of pedestrians or motorists.
4. Bear no advertising matter, except for the name of the establishment.
5. Be permanently affixed to the ground or any permanent building or structure.
6. Be located on the premises of the establishment, shopping center or business development.
7. No sign other than those indicating entrance/exit shall be located with 20' of the right-of-way line.

F. Political Signs

Political signs are permitted in all areas of the City subject to the following provisions:

1. In a residential district no sign shall be larger than six square feet (6ft²) per side, two (2) sides permitted.
2. In commercial districts no sign shall be larger than thirty-two square feet per side (32ft²), two (2) sides permitted.
3. Signs must not be on the public right of way or be located so as to obstruct the visual clearance needed for safe vehicle and pedestrian traffic.

4. No political sign may be attached to utility poles, trees on public right of way, street light poles, street or traffic sign nor fire hydrants.

G. Temporary Yard Sale Signs

Temporary yard sale signs may be erected subject to the following provisions:

1. Maximum Exposure Time: All such signs shall be erected no more than twenty four (24) hours prior to or remain in place no more than twelve (12) hours after the yard or garage sale takes place.
2. No yard sale sign may be erected on or attached to utility poles, trees, on public right of way, street light poles, street or traffic signs, or fire hydrants nor be located on the public right of way.

H. Window Promotional Signs

Window promotional signs are permitted for periods of up to sixty (60) consecutive days in the following districts: AG, PA, BPR, SB, BPL, BWA, NB, PUD, LI, and GI.

I. Subdivision Entrance or Identification Signs

Each individual subdivision may have entrance or identification signs subject to the following provisions:

1. Entrance or identification signs shall only identify the name of the subdivision.
2. One pair may be erected per entrance, into the subdivisions, but in no case shall two (2) such pairs for the same subdivision be located closer than one thousand feet (1,000') apart.
3. No single sign shall be larger than twenty-four square feet (24ft²).per side and shall be limited to a maximum height of six feet (6').
4. Location of all entrance or identification signs shall be subject to the approval of the administrative official.

J. Directory Signs

Directory signs are permitted for multi-unit dwelling developments and mobile home parks containing more than five (5) structures or five (5) mobile homes in all districts subject to the following provisions:

1. Only one sign is permitted with a maximum of sixteen square feet (16ft²).
2. The sign may be freestanding or architectural.
3. The sign may be illuminated.

K. Office Park and Industrial Park Identification Signs

Each office park or industrial park may have identification signs subject to the following:

1. One sign shall be allowed for each office/industrial park entrance and shall be used only to identify the name and location of the office/industrial park and/or used as a directory of businesses in the office/industrial park.
2. No single identification sign shall be larger than sixty four square feet (64ft²) per side nor shall exceed a height of twelve feet (12'). All such signs shall be located in a manner that does not impede the vision of drivers to other vehicles and pedestrian

traffic. The location of such signs shall be subject to the approval of the administrative official.

L. Off Premises Directional Sign

Off premises directional signs for business districts adversely impacted by highway construction or permanent rerouting of state or federal highways are permitted subject to the following provisions:

1. Height: Have a maximum height of fifteen feet (15').
2. Size: Have a basic maximum of eighty square feet (80ft²) per side which may be increased to a final maximum of one hundred twenty square feet (120ft²) per side according to the following rate: five square feet (5ft²) per side for each ten feet (10') the sign is set back from the centerline of the nearest street surface.
3. Number: A maximum of two (2) off premises directional signs per affected business district are permitted. The signs shall be available to all affected businesses in the business district.
4. Design: The signs shall be designed in accordance with the "Illinois Manual of Uniform Traffic Control Devices" and shall have a green or blue background with white letters. The lettering shall have a maximum height of ten inches (10"). The signs shall be installed so as not to obstruct the vision of motorists or pedestrians.
5. Advertising: The signs shall bear no advertising matter, except for the name of the business district, the names of the businesses and directional information.
6. Named Businesses: The businesses named on the directional sign shall be limited to those located in the SB, BPL, BWA, and BPR zoning districts or: a) be existing businesses situated in the city limits and b) be members of the business association responsible for the construction and maintenance of the off premises directional signs. Only one such association shall be eligible per highway rerouting.
7. Eligibility For Permanent Signage: The only business districts eligible for permanent off premises directional signage are those business districts affected by a permanent state or federal highway rerouting such that the properties are no longer directly accessible from the state or federal highway on which the properties formerly had frontage. Properties affected by a one-way highway coupling that still have access to at least one traffic direction of the highway are not eligible for an off premises directional sign under this §4.9.9.K.
8. Approval to Erect: Any sign erected on private property must have the written approval of the property owner. If the sign is to be erected on public right of way, it shall have the formal approval of the controlling government agency. If the sign is to be located on city of Carbondale right of way it must have an approved encroachment permit.
9. Costs: The business district requesting the off premises directional sign shall be responsible for all costs related to leases, construction and maintenance of the sign.
10. Removal: Signs erected in conjunction with a road construction project that does not result in a permanent state or federal highway rerouting described in subsection 7 of this section shall be removed upon completion of the road construction project.

M. Inflatable Signs

Each business located in a nonresidential district, excluding the BPR, Primary Business, district, may display Inflatable signs with the issuance of a sign permit and subject to the following:

1. Number: One inflatable sign shall be allowed per parcel.
2. Height: Signs shall not exceed 25' in height or the height of the nearest building, whichever is less.
3. Location: Signs shall be located entirely on private property, shall not suspend over public right-of-way, and shall be located at least 20' from the curblane.
4. Mounting: Signs shall be mounted securely to the ground. Signs shall not be mounted on truck beds, trailers, rooftops, etc.
5. Display period: Signs shall be displayed for no more than two, consecutive 48 hour periods or one, consecutive 96 hour period per month.

N. Murals

Murals are permitted in all districts and are not regulated based on content. Murals may cover the entire façade of the building, fence, or other surface on which they are painted, and do not count towards allotted square footage for architectural signs.

§4.10.10. Nonconforming Signs and Removal

- A. A nonconforming sign is a lawfully existing sign which fails to comply with all applicable sign regulations, such as the location of the sign, height of the sign or sign area. A nonconforming sign can remain in use, if maintained in accordance with the definition of "maintenance" contained in Article 11.
- B. If a nonconforming sign is proposed to be altered in any fashion that would require the issuance of a new permit as determined in §6.5.1, or if the nonconforming sign advertises a business no longer being conducted or a product no longer sold on the premises, the sign must be brought into conformity or removed within 30 days after written notice from the administrative official. The notice to bring the sign into conformity or remove shall be served on the owner, agent, or person having the beneficial use of the buildings, structure or premises upon which the sign is found.
- C. Any person who violates, disobeys, omits, neglects or refuses to comply with the order of the administrative official to bring into conformity or remove the nonconforming sign shall be in violation of this section. In addition to the penalties provided for in Article 10, the administrative official is hereby authorized to make application to the courts for an injunction requiring compliance with this code ordering the alteration or removal of the nonconforming sign.

§4.10.11. Obsolete Signs and Removal

- A. An "obsolete sign" is a sign which advertises a business no longer being conducted or a product no longer being sold on the premises upon which the sign is located.
- B. An obsolete sign shall be covered or removed within 30 days after written notice from the administrative official. The notice to cover or remove the sign shall be served on the owner, agent or person having the beneficial use of the premises upon which the sign is

found. If the sign is covered, the covering (which must be an opaque, durable, weatherproof material) and the method of applying or installing the covering must be approved by the administrative official.

- C. Any person who violates, disobeys, omits, neglects or refuses to comply with the order of the administrative official to cover or remove the obsolete sign shall be in violation of this section. In addition to the penalty provided for in Article 10, the administrative official is hereby authorized to make application to the courts for an injunction requiring compliance with this code ordering the covering or removal of the obsolete sign.

§4.10.12. Construction and Maintenance

- A. The construction and maintenance performance standards for signs contained in the International Building Code as adopted as part of City Code, Section 4-1-1 shall be the performance standards for the construction and continual maintenance of signs regulated by this article unless otherwise specified in this article.
- B. All components of a sign shall be kept clean, in good repair and free from all electrical and mechanical hazards, including, but not limited to, faulty wiring, loose connections, missing or broken panels, etc.
- C. Signs and their support structure(s) shall be painted when necessary to prevent corrosion or to replace peeling or flaking paint.
- D. Any sign in violation of the construction and maintenance performance standards shall be repaired or removed within 30 days after written notice from the administrative official. The notice to repair or remove the sign shall be served on the owner, agent or person having the beneficial use of the property upon which the sign is found.
- E. Any person who violates, disobeys, omits, neglects or refuses to comply with the order of the administrative official to repair or remove the sign shall be in violation of this section. In addition to the penalties provided for in Article 10, the administrative official is hereby authorized to make application to the courts for an injunction requiring compliance with this code ordering the repair or removal of the sign.

"permanent resident" means any person or persons who occupy or have the right to occupy any portion of a dwelling for at least 30 consecutive days.

SATELLITE BUSINESS: A business which is part of a business development or shopping center but is located in a building separate from the main building.

SATELLITE DISH ANTENNA: The signal receiving component of a satellite receiver system, characteristically shaped like a saucer or dish, designed to receive television broadcasts or other signals from satellites in earth orbit and other extraterrestrial sources.

SEMITRAILER: Every vehicle without power designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle.

SENIOR CITIZEN: Any person 60 years or older.

SENIOR CITIZEN HOUSING CONVERSION DEVELOPMENT: A residential building or portion of a nonresidential building which is converted to two or more senior citizen housing conversion units after approval of special use.

SENIOR CITIZEN HOUSING CONVERSION UNIT: A dwelling unit within a senior citizen housing conversion development which is designed for and occupied by a senior citizen(s).

SERVICE DEPENDENT POPULATION: Those persons, who by reason of mental or physical disability, require supervision in a quasi-parental relationship but do not require medical or nursing care on site. A service dependent population shall not include persons for whom such services are a requirement of a sentence upon conviction of a criminal offense or whose need for such service arises during or immediately following a sentence of incarceration of a criminal offense nor for the treatment or rehabilitation of drug or alcohol addiction.

SERVICE STATION: Buildings and premises where gasoline, oil, grease, batteries, tires, and automobile accessories may be supplied and dispensed at retail. Unless permitted in a particular zoning district, uses permissible at a service station do not include major mechanical work, straightening of body parts, painting, welding, storage of automobiles not in operating condition, or other work involving noise, glare, fumes, smoke, or other characteristics to an extent greater than normally found in service stations. A service station is neither a repair garage nor a body shop. "Major mechanical work" is defined as any repair requiring the removal of the engine head, the replacement of the transmission, or work involving the interior of the transmission. Storage of automobiles shall be construed as keeping an automobile on the premises for in excess of 72 hours.

SHOPPING CENTER: A grouping of two or more business establishments which: a) share a common on-site parking lot, and b) occupy a single building or occupy separate buildings which are physically attached.

SIDE LOT LINE: Any lot boundary not a front lot line or a rear lot line.

SIDE YARD: See "Yard, Side."

SIGN: An object, graphic display or device or part thereof situated outdoors or directly visible from outdoors which is used to advertise, identify, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means including words, letters, figures, logos, trademarks, designs, symbols, fixtures, colors, motion, illumination or projected images. The following shall not be considered to be signs:

- A. Flags of nations, an organization of nations, states, cities, fraternal, religious, and civic organizations.
- B. Merchandise, pictures, models or products, or services incorporated in a window display.
- C. Signs not exceeding one square foot in area and bearing only property numbers, post office box numbers, names of occupants of premises, or other identification of premises not having commercial connotations.
- D. Legal notices, informational, or directional signs erected or required by governmental bodies.
- E. National, state, religious, fraternal, professional, and civic symbols or crests.
- F. Decorations, clearly incidental and customarily and commonly associated with any national, local or religious holiday displayed for a period of not more than 60 consecutive days nor more than 60 days in any one year.
- G. Signs painted on or magnetically affixed to vehicles that do not contain changeable letters or copy; and signs otherwise attached to vehicles that do not contain changeable letters or changeable copy.

SIGN, ABANDONED: A sign which advertises a business no longer being conducted or a product no longer being sold on the premises upon which the sign is located. An abandoned sign is also an obsolete sign.

SIGN, ANIMATED: A sign employing actual motion or the illusion of motion including the following:

Electronic Message Board: Animated signs producing the illusion of movement by means of electronic, electrical or electro-mechanical input and/or illumination capable of simulating movement through employment of the characteristics of one or both of the classifications noted below:

- a. **Flashing:** A sign which in total or in part has illumination which changes or intermittently flashes on and off, or gives the appearance of changing, blinking or flashing.
- b. **Dynamic Display:** Any characteristics of a sign that appear to have movement or that appear to change. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This includes displays that incorporate LED, "digital ink", or any other method of technology that allows the sign face to present a series of images or displays.

Mechanically activated: Animated signs characterized by repetitive motion and/or rotation activated by a mechanical system powered by electric motors or other mechanically induced means.

SIGN, ARCHITECTURAL: An architectural sign shall include all signs which are mounted on, attached to, or painted on the exterior of a building and have no other supporting members other than those attached to the building. An architectural sign is not a freestanding sign.

SIGN, BANNER: A sign utilizing a banner as its display surface. A banner sign is also a temporary sign.



to the numerals indicating the date, time and/or temperature. These signs are considered to be freestanding.

SIGN, WINDOW PROMOTIONAL: A temporary sign, viewable from the exterior of a structure, which is attached to a window for the specific purpose of attracting attention of a passerby to a sale, or to promotional items. By temporary it is meant that a window promotional sign is not intended for display for more than 60 days. An electrically operated window promotional sign shall be considered an architectural sign and not a special sign as in §4.10.9.



SINGLE-UNIT DWELLING: A building containing only one dwelling unit.

SMALL ANIMAL HOSPITAL OR CLINIC: A facility established to supply examination, diagnosis, and prophylactic services and medical and surgical treatment to dogs, cats, birds, and the like, and equipped to provide housing and nursing care for them during illness and/or convalescence; providing, however, that such hospital or clinic and any treatment rooms, cages, pens, or kennels be maintained within a completely enclosed, soundproof building and that such hospital or clinic be operated in such a way as to project no objectionable odors outside its walls. Small animals may also be boarded at the small animal hospital or clinic if they are not being treated, as long as they are maintained within the building meeting the previously listed requirements.

SPECIAL YARD: See "Yard, Special."

START OF CONSTRUCTION: The start of construction includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, placement, or other improvement was within 180 days of the permit date. The "actual start" means either the first placement of permanent construction of a structure on a site such as the pouring of slab or footings, the installation of piles, the construction of columns, the installation of a pad or foundation for a manufactured home, the erection of temporary forms, or any work beyond the stage of excavation. In all districts except the Flood Fringe and Floodway Districts, permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways. In the Flood Fringe and Floodway Districts, land preparation such as clearing, grading, filling and installation of streets and/or walkways are included in permanent construction. For those types of construction not requiring a building permit or located outside the building permit jurisdiction of the city of Carbondale, start of construction shall be considered to be the same as the "actual start" as described above.

STORY: That portion of a building between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling above. If the finished floor level directly above a basement, cellar, or unused under-floor space is more than six feet (6') above "grade" as defined herein, such basement, cellar, or unused under-floor area shall be considered a story. (See also definitions of Grade and Height, and see §11.3.2.)

STREET CURB LINE: The street curb line shall be located at the furthest extent of the curb structure from the centerline of the street for those streets with a curb structure and the furthest extent of the street surface from the center line of the street for those streets with no curb structure.

MURAL: A painting or other mixed media work, applied to and made integral with the surface of an exterior wall or fixture such as a fence, usually in an artistic manner. See also, SIGN, MURAL.

NEIGHBORHOOD PRESERVATION DISTRICT: An area designated by ordinance of the City Council, according to criteria and pursuant to procedures prescribed in §2.5, which contains within definable geographic boundaries properties or structures which may not necessarily be of historic and/or architectural significance, but which may be considered traditional in character and which may be threatened by inappropriate development that could detract or have a blighting effect on the quality of life in the area.

NET ACRE: The amount of land in the subdivision, exclusive of public rights of way and other public ownership such as schools and parks.

NOMINATION: Property(ies) and/or structure(s) for which an application for a proposed designation as a landmark, historic district or neighborhood preservation district has been filed.

NONCONFORMING BUILDINGS: A lawfully existing building which fails to comply with all applicable zoning regulations.

NONCONFORMING USE: A lawfully existing use which fails to comply with all applicable zoning regulations.

NURSERY SCHOOLS: Day care centers which receive children between the ages of two and six years and which are established and professionally operated primarily for educational purposes to meet the developmental needs of the children.

NURSING HOME: A building or portion thereof for the aged and infirm, chronically ill, or incurable persons in which three, or more persons not of the immediate family are provided food and shelter care for compensation, but not including hospitals, clinics, or similar institutions.

OFF PREMISES SIGN: See "Sign, Off-Premises."

OFFICIAL MAP: An official policy guide adopted by the City government on the location of streets, recreation areas, schools, parks, and other Municipal facilities.

OFF-STREET LOADING SPACE: Adequate space (paved with asphaltic concrete, concrete, or the equivalent thereof) situated so as to be accessible at all times to pick up and delivery vehicles and reasonably expected to be used.

OFF-STREET PARKING SPACE: An off-street space (paved with bituminous concrete, Portland cement concrete, type A-3 surfacing, stabilized rock, gravel or crushed stone, or the equivalent thereof) provided for a motor vehicle, having an area not less than the minimum parking stall dimensions established by §4.8.6.A with access to public streets. See also §4.8.5.B.1 and §4.8.5.B.2.

OPERATOR OF BED AND BREAKFAST ESTABLISHMENT OR INN: The owner of a bed and breakfast establishment or inn, or the owner's agent. The operator is required to reside in the bed and breakfast establishment or inn, or on contiguous property.

OWNER OF RECORD: The person, corporation or other legal entity listed as the owner on the records of the county recorder of deeds.

PARCEL OF LAND: A distinct piece of real property which is assigned a separate tax identification number (permanent parcel number).

PARKING STRUCTURE: Any partially or wholly roofed or partially or wholly enclosed structure containing more than four spaces used to park or store motor vehicles including, but not limited to, enclosed,

SIGN, FLASHING: Any illuminated sign on which the lights either blink on and off randomly or in sequence or have intermittent variation in intensity or color.

SIGN, FLUSH WALL: A sign mounted on, attached to, or painted on the exterior of a building where the plane of the sign surface is parallel to and no more than one foot distance from the plane of the building to which it is attached. A flush wall sign is an "architectural sign".

SIGN, FREESTANDING: A sign supported by one or more uprights, poles, or braces placed in or upon the ground; or a sign supported by a structure independent of the building, erected primarily for the display and support of the sign. A freestanding sign is not an architectural sign.



SIGN, ILLUMINATED: A sign which has a light source as an integral part of the sign or which has light directed on the sign from an external position.

SIGN, INFLATABLE: A sign or display which uses air contained within a balloon-type device used for the purpose of drawing attention or advertising a product. Inflatable signs are also considered those signs designed to be set into motion with the use of a fan or other device moving air through a fabric tube.

SIGN, MURAL: A painting or other mixed media work, applied to and made integral with the surface of an exterior wall or fixture such as a fence, usually in an artistic manner.

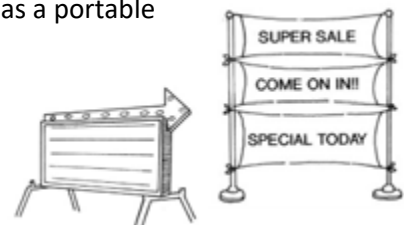
SIGN, NONCOMMERCIAL: A sign that does not direct attention to a business or to a service or commodity for sale, and is of a political, religious, or not-for-profit nature.

SIGN, OFF PREMISES: A sign not related in its subject matter to the premises on which it is located, or to products, accommodations, services, or activities on the premises. However, for businesses which no longer exist, signs on the premises which would otherwise conform to the provisions of this ordinance shall not be construed to be off premises signs. Off premises signs include signs erected by the outdoor advertising industry, such as billboards.

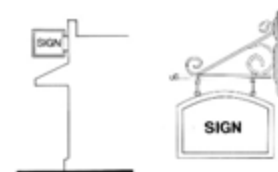
SIGN, PERMANENT: A sign assembled or built on site. A banner shall not be considered a permanent sign. (Permanent signs include those signs advertising the name of a business, a subdivision, an address, etc.)

SIGN, PORTABLE: Any sign which is not listed below shall be classified as a portable sign:

- A. Any sign which is permanently mounted in the ground.
- B. Any sign which is permanently attached to a building.
- C. Any sign painted or magnetically affixed to a vehicle, if it conforms to the shape of the vehicle and is not a changeable letter or changeable copy sign. The vehicle must be used in the everyday operation of the business.



SIGN, PROJECTING: A sign which is suspended from or supported solely by a building or a wall of a building, and which projects from the plane of the building to which it is attached.



SIGN, TIME AND TEMPERATURE: A sign whereon the date, time, and/or temperature are indicated by intermittent lighting and is limited

CITY OF CARBONDALE, ILLINOIS

ORDINANCE NO. 2023-__

**AN ORDINANCE AMENDING SECTIONS 15-4.10 and 15-11.4 OF THE CARBONDALE
REVISED CODE RELATIVE TO MURALS AND THE SIZE, PLACEMENT, AND
LIGHTING OF SIGNS**

ADOPTED BY THE CITY COUNCIL

OF THE CITY OF CARBONDALE, ILLINOIS

THE 8th DAY OF AUGUST, 2023

Published in pamphlet form by authority of the City Council of the City of Carbondale, Jackson County, Illinois, this 9th day of August, 2023.

CERTIFICATE OF PUBLICATION

I, Jennifer R. Sorrell, the duly qualified City Clerk of the City of Carbondale, Illinois, and the official custodian of the records of said City, do hereby certify that this Ordinance was published in pamphlet form by authority of the City Council on the 9th day of August, 2023.

Jennifer R. Sorrell, City Clerk
City of Carbondale, Illinois

ORDINANCE NO. 2023-____

**AN ORDINANCE AMENDING SECTIONS 15-4.10 and 15-11.4 OF THE CARBONDALE
REVISED CODE RELATIVE TO MURALS AND THE SIZE, PLACEMENT, AND
LIGHTING OF SIGNS**

WHEREAS, the City of Carbondale, Illinois is a home rule unit of local government under the Illinois Constitution, 1970, Article VII, Section 6; and

WHEREAS, pursuant to Article VII, Section 6(a), of the Illinois Constitution, 1970, the City of Carbondale may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public health, safety, morals and welfare; and

WHEREAS, the City of Carbondale initiated a text amendment for sections 15-4.10, Signs, and 15-11.4, General Definitions, of the Revised Code of the City of Carbondale, Illinois, relative to murals and the size, placement, and lighting of signs; and,

WHEREAS, a notice of the hearing stating its purpose was published in the *Southern Illinoisan* on the 15th day of July, 2023, being at least (15) days prior to said hearing; and,

WHEREAS, a hearing of the Planning Commission of the City of Carbondale was called at 6:00 p.m. on the 2nd day of August, 2023; and,

WHEREAS, the Planning Commission conducted said hearing pursuant to the notice given, and to the laws of the State of Illinois; and,

WHEREAS, said Planning Commission thereafter filed with the City Council a report of its hearing disclosing its findings of fact and its recommendation, said recommendation being as follows: to approve PC 24-03, text amendment to Title 15 relative to murals and the size, placement, and lighting of signs, as proposed in Exhibit ‘A’; and,

WHEREAS, the City Council of the City of Carbondale has considered the findings of fact filed by the Planning Commission, the record of the Commission's public hearing, and the provisions of the zoning ordinance, and based thereon, finds that it is in the best interests of the City of Carbondale, Illinois that the zoning ordinance be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARBONDALE, ILLINOIS, AS FOLLOWS:

Section 1. That sections 15-4.10 and 15-11.4 of the Revised Code of the City of Carbondale is hereby amended as provided in Exhibit ‘A’, attached hereto and made part of hereof by reference.

Section 2. That all ordinances and parts thereof in conflict herewith are expressly repealed and are of no other force and effect.

Section 3. The repeal of any ordinance by this Ordinance shall not affect any rights accrued or liability incurred under said repealed ordinance to the effective date hereof. The provisions of this Ordinance, insofar as they are the same or substantially the same as those of any prior ordinance, shall be construed as a continuation of said prior ordinance.

Section 4. That it is the intention of the City Council of the City of Carbondale that this Ordinance and every provision thereof shall be considered separable and the invalidity of any section, clause, or provision of this Ordinance shall not affect the validity of any other portion of this Ordinance.

Section 5. That the City Council of the City of Carbondale finds that the subject matter of this Ordinance pertains to the government and affairs of the City of Carbondale and is passed pursuant to the provisions of Article VII, Section 6(a) of the 1970 Illinois Constitution.

Section 6. That this Ordinance shall take effect upon its passage, approval, recording, and publication in pamphlet form in accordance with law.

APPROVED: _____
Carolyn Harvey, Mayor

ATTEST: _____
Jennifer R. Sorrell, City Clerk



Community Development

200 South Illinois Avenue

Carbondale, Illinois 62901

Telephone 618-457-3248

Fax 618-457-3289

www.explorecarbndale.com

M-E-M-O-R-A-N-D-U-M

TO: City of Carbondale Planning Commission

FROM: Molly Maxwell, Senior Planner

RE: PC 24-03, Text Amendment Relative to Public Art and the Size, Placement, and Lighting of Signs

DATE: July 24th, 2023

(Planning Commission Public Hearing on August 2nd, 2023 at 6:00 p.m.)

PART A. GENERAL INFORMATION

1. Applicant:
City of Carbondale
200 South Illinois Avenue
Carbondale IL, 62901
2. Requested Action and Background:

At their July 11th, 2023 meeting, the Carbondale City Council passed a resolution authorizing City Staff to initiate a text amendment relative to public art and the size, placement, and lighting of signs.

The City of Carbondale regulates signage within its zoning jurisdiction via Title 15 of the Carbondale Revised Code. The intent of these regulations is to protect public safety, limit unnecessary distraction, and reduce sign confusion that could be caused by signs, while recognizing the needs of the business community (15.4.10.2 Signs - Statement of Purpose).

Over the past few years, various sign-related issues have arisen with Staff:

Murals: With the recent rise in popularity of public art, specifically murals, staff has struggled with how to regulate these as according to Title 15, murals fall under the definition of signage.

Signs Over Building Facades, Cabinet Signs in the BPR, Downtown Primary Business District, and Flashing Signs:

In the past two years, several local businesses have been unable to install their desired signage due to a regulation that states that an architectural sign (a sign affixed to a building) cannot rise above the height of the building facade to which it is affixed. There are many businesses in town where, due to various limitations of their building and building location (Murdale Shopping Center for example), signage above the building facade (to include roof-mounted signs) is really the only option.

The sign code currently prohibits flashing signs of any kind. While some regulation here should still be enforced for safety reasons, Staff propose a loosening of this rule.

This report will address **Sections 1 and 2** individually.

Section 1. Murals:

BACKGROUND, Section 1:

Following is the definition of ‘SIGN’ from the Carbondale Revised Code:

An object, graphic display or device or part thereof situated outdoors or directly visible from outdoors which is used to advertise, identify, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means including words, letters, figures, logos, trademarks, designs, symbols, fixtures, colors, motion, illumination or projected images.

This definition includes seven exceptions, such as flags of nations, merchandise in a store window, legal notices, state symbols, etc. (See Exhibit A, Sign Code and Definitions Relating to Signs).

Staff have struggled to differentiate between artistic murals and signs. The City promotes public art, but most of what is presented falls into the definition of a sign and so must be treated as a sign. This puts the Carbondale Revised Code directly at odds with the City’s and community’s efforts.

In 2022, the Carbondale Chamber of Commerce and Southern Illinois University proposed the first “Saluki Pride” mural to be painted on the side of the building at 718 South Illinois Avenue, facing the intersection of that street and Mill Street. At the time, City staff struggled with the interpretation of the sign code relative to this project. At face value, the proposal would be considered an ‘off-premises sign’, as the subject matter relates to an entity that exists on a different premises, and the artwork falls under the ‘sign’ definition. The sign code explicitly prohibits ‘off-premises’ signs. Staff ultimately permitted the use of the Saluki logo under the City’s regulations, as ‘national, state, religious, fraternal, professional, and civic symbols or crests’ are definitively not considered signs by code. However, Staff considered all verbiage to be too close to an ‘off-premises sign’, so, after discussion between City Staff and the Chamber of Commerce, all words were removed from the proposed mural, while the Saluki logo remained.

Staff faced a similar conundrum when the mural on the Eurma C. Hayes building was proposed. According to current code, the mural would have had a size limit of 50 square feet as an architectural sign in a residential district. When rigidly interpreting the sign code, basically none of the murals in town are in compliance.

In order to help address this issue, staff propose that:

1) The following definition to 15.11.4, General Definitions, be added to the zoning code:

Mural: A painting applied to and made integral with the surface of an exterior wall or fixture such as a fence, usually in an artistic manner.

2) The following be added to 15.4.10.9 ‘Special Signs Permitted’:

A. Murals

Murals are permitted in all districts and are not regulated based on content. Murals may cover the entire façade of the building, fence, or other surface on which they are painted, and do not count towards allotted square footage for architectural signs.

(See Exhibit A).

ANALYSIS for Section 1:

Signage has been a contentious issue since U.S. cities began regulating land use. The most recent U.S. Supreme Court decision regarding sign regulation, *Reed v. Town of Gilbert, Ariz*, (2015), has many cities revising their sign code. In essence, this case found that, under the First Amendment of the U.S. Constitution, which includes the Freedoms of Speech and Expression, courts should apply “strict scrutiny” on municipalities who regulate signage based on the content of signs. Since *Reed*, there have been several cases around the country interpreting this finding in various contexts.¹

Initially, Staff proposed to introduce a definition of ‘public art’ or ‘works of art’ in the code and except it from the sign ordinance. However, this option still leaves room for interpretation and requires what Staff believe is too much discretion on the City’s part. Current best practice is to regulate signs as little as possible based on the content of the sign, and focus more on physical attributes such as sign construction, placement, size, etc. Thus, the proposed definition of ‘Mural’ does not attempt to differentiate between art and advertising.

While researching this topic, Staff found that much of the sign code is at odds with the *Reed* finding and subsequent circuit court findings. However, further code amendments would be outside the purview of this case and warrant a separate discussion amongst the Planning Commission.

¹ Moeller, Wendy E., and Weinstein, A. 2016. *Practice Temporary Signs*, (Vol. 33, No. 2). Zoning Practice, February. American Planning Association.

Section 2. Signs Over Building Facades, Cabinet Signs in the BPR, Downtown Primary Business District, and Flashing Signs:

BACKGROUND for Section 2:

Current code states that “architectural signs may be erected to the maximum height of the building façade to which they are attached” (See Exhibit A, Sign Code and Definitions Relating to Signs).

This regulation has caused grief to several local business owners. Dan Terry, owner of Buckwater Brew Works on East Main Street, has owned a sign for about two years, that he would like to mount to be visible to traffic traveling westward past his business. However, he has not done so as it would not be permitted by current code.

Abe Traverso, new owner of the nostalgic Booby’s Bar and Sandwiches at 406 South Illinois Avenue, recently mounted his sign to reflect the way it was originally. His sign permit has a contingency that relies on the outcome of this case: if the proposed change does not pass, he will build the façade itself higher in order to stay in compliance.

“...the existing sign mounting restrictions have posed significant challenges for businesses to effectively display their signage, impacting visibility and recognition, which are essential aspects of attracting customers. By amending the city code to permit alternative methods of mounting store signs on buildings, we have an opportunity to revitalize our town's appearance and create a cohesive and inviting ambiance. Allowing businesses the flexibility to choose suitable locations for their signage will not only add character to our streets but also promote a sense of identity and uniqueness for each establishment.” (see Exhibit B, letter from Traverso, and Exhibit C, Photos).

Other examples of effected businesses:

- Wazo’s Big Chill, whose owner hopes to build his sign to reflect the iconic Dairy Queen sign that it will replace. He is waiting on the outcome of this case.
- The Varsity Center for the Arts applied for, and (narrowly) received a variance for their architectural sign in order for it to reach above the façade (ZBA 15-03).
- SI Pawn, at the southeast intersection of Walnut Street and South University Road, participated in the City- and Artspace 304- sponsored mural project in 2021-2022. The business agreed to remove part of their architectural signage to make space for the mural, but cannot place it above the building façade where they would like to.

15.4.10.7.E. (Downtown Signs, Architectural Signs) states:

Architectural signage that utilizes channel lettering and/or raceways, solid or laser cut metal, etc. are examples of approved sign materials. Boxed cabinet signage is permitted provided it does not account for more than 30% of the total installed signage.

This regulation only applies to the BPR District and is often unintentionally overlooked by Staff, sign companies, and businesses. The Booby's sign does not conform to this regulation.

ANALYSIS for Section 2:

Staff is unclear whether the intent of the façade regulation are more about safety or aesthetics. But, if safety is the concern, there is no institutional memory among Staff of one of the several above-façade signs around town ever being structurally unsound. Allowing architectural signs to reach above the building façade will not obstruct visibility or cause unnecessary distraction. Even with the removal of this rule, architectural sign size is still regulated: BPR (Primary Business, Downtown, District) signs are limited to 1.25 square feet of sign area for each lineal foot of building frontage, or 50 square feet, whichever is larger. All other non-residential district architectural signs follow the Architectural Sign Schedule, 15.4.10.C.4.a (See Exhibit A, Sign Code and Definitions Relating to Signs).

Staffs' experience is that this rule disproportionately affects small businesses, as those in smaller buildings and with less building façade have fewer options for sign placement.

It is understood that the architectural sign regulations in the BPR District are intended to be on a pedestrian scale, as this district aims to serve "primarily, pedestrian-oriented traffic". While Staff fully supports this ideology, the reality is that the vehicle traffic passing by these businesses far exceeds the pedestrian traffic.

The intention of the Downtown sign regulations is to create a certain aesthetic. 15.4.10.7 Downtown Sign Regulations reads:

Downtown signage should be integral to a building's design rather than applied after the fact. As such, all signage should incorporate complementary materials, colors, and details.

While this directive is a nice idea, it is impossible to enforce in any meaningful way.

From The Preservation of Historic Signs, a Preservation Brief from the National Park Service Cultural Resources office:

"Sign controls satisfy contemporary ideas of "good taste". But "bad taste" has ample historic precedent. And in any case, tastes change... Most historic districts contain buildings constructed over a long period of time, by different owners for different purposes...by requiring a standard sign "image" in such matters as size, material, typeface and other qualities, sign controls can mute the diversity of historic districts..."

... Yet many efforts to control signage lead to bland sameness. For this reason the National Park Service discourages the adoption of local guidelines that are too restrictive, and that effectively dictate uniform signs within commercial districts. Instead, it encourages communities to promote diversity in signs – their sizes, types, colors, lighting, lettering and other qualities..."

The regulation on cabinet signage in the downtown district seems to be based on an idea of “good taste”. Staff believes that removal of this regulation will not cause significant detriment to the aesthetic of the BPR, Downtown, District.

The sign code currently prohibits all flashing signs, in all districts (15.4.10.3.E, Prohibited Signs; Flashing signs).

A flashing sign is defined as:

Any illuminated sign on which the lights either blink on and off randomly or in sequence or have intermittent variation in intensity or color.

Electronic message boards are permitted, with some stipulations (15.4.10.6.1, Electronic Message Boards).

Bare bulb illumination not exceeding the equivalent amount of lumens emitted by a 25-watt incandescent bulb is permitted as well (15.4.10.3, Prohibited Signs).

As previously mentioned, Wazo’s Big Chill intends to replicate the iconic Dairy Queen sign as it reopens in the same location, and hopes to allow the neon ice cream cone to flash as a reference to a time in history when flashing neon signs were common.

Flashing signs are prohibited in order to limit unnecessary distraction. While researching this topic, Staff was hard-pressed to find a municipal sign code that does *not* prohibit flashing signs.

Some entities in town currently utilize flashing signs: Quatro’s Pizza and The Varsity Center, to name a few.

Internal discussions between staff have identified The Varsity Center’s flashing lights as sometimes being problematic: bare bulbs flashing too brightly, too quickly.

While overly-bright or rapidly-flashing lights have the potential to distract passers-by, if they are subdued, they can give the ambiance of a vibrant, bustling downtown.

Flashing signs could be permitted with stipulations, as electronic message boards, and signs with bare bulb illumination are.

Staff recommends amending the sign code to permit flashing signs, with the following stipulations:

- A minimum of two seconds shall be required between flashes.
- Flashing lights must not exceed the equivalent amount of lumens emitted by a 25-watt incandescent bulb.

In a time where small businesses are struggling, and local owners are generally doing their best to adhere to City codes and regulations, Staff feel that the City should allow them a bit more flexibility in places where we can.

PART C. RECOMMENDATION

Staff recommends approval of the proposed text amendments to 15.4.10, Signs, and 15.11.4, General Definitions.

Section 1: Murals

Section 2: Height of architectural signs, Removal of cabinet sign limitation in BPR District, and Flashing signs

Exhibit A: Sign Code, Definitions, and Proposed Text Amendments

§4.10 SIGNS TITLE 15. ARTICLE 4. SITE DEVELOPMENT STANDARDS

- (b) Pedestrian ways that traverse parking areas shall be clearly demarcated by the use of such materials as scored concrete, paver blocks, bricks, or other suitable materials.

3. Design and Location

- (a) Pedestrian ways shall be designed and located to minimize the interactions between pedestrians using the designated ways and automobile traffic.
- (b) For any parking area with fifty or more parking spaces or for any hard-surfaced area serving parking and other purposes and totaling fifteen thousand square feet (15,000ft²) or more in area, the site shall include one protected pedestrian way from the principal building (or from a pedestrian system connecting principal buildings along the building fronts) to any public trail or sidewalk, existing or planned. The protected pedestrian way shall not be shared with automobiles and shall not intersect or otherwise cross driveways or other parts of the vehicular circulation system more than twice between the public trail or sidewalk and the principal building or connecting sidewalk.
- (c) Any site with one hundred or more parking spaces or any site with hard-surfaced area serving parking and other purposes and totaling thirty thousand square feet (30,000ft²) or more in area, the site shall include pedestrian amenities. Pedestrian amenities may include well landscaped sitting areas with design components such as seating elements and/or other amenities in shaded areas. A minimum of four benches, or other similar amenity, shall be provided at each customer entrance/pedestrian amenity area.

4. Markings

Pedestrian ways between the project building entrances and parking areas, public sidewalks, out parcel buildings, and transit stops shall be clearly indicated through the use of landscaped areas and sidewalks which are made of materials such as scored concrete, pavers, or bricks. All project building sides with customer entrances shall include such a sidewalk along the full length of each façade.

§4.9.2. Existing Circulation for Pedestrians

Existing pedestrian circulation elements shall be maintained, repaired, or replaced in accordance with standards set forth in §4.9.1.A.

§4.10. SIGNS

§4.10.1. Applicability

- A. This section, which regulates signs, shall extend to all real property located within the corporate city limits of Carbondale, Illinois and within one and one-half miles thereof as shown on the official Zoning Map.
- B. Any sign permitted by this §4.10 for any purpose may bear a noncommercial message, regardless of the fact that the sign may be identified by a name that suggests a specific message; for example, a sign conforming to the requirements for a “real estate sign” may also or alternatively bear a noncommercial message.

§4.10.2. Statement of Purpose

These sign regulations are adopted for the following purposes:

- A. To preserve, protect and promote the public safety on City streets by limiting the unnecessary distraction of the motorist caused by signs.
- B. To protect the general public from damage and injury which may be caused by the faulty and uncontrolled construction and use of signs within the City.
- C. To create a fair and balanced system of sign regulations recognizing both the needs of the business community and the desires of the citizenry for a reduction of sign confusion.
- D. To preserve and protect the property values of the City's residential neighborhoods by protecting these areas' visual character from the blighting effects of uncontrolled signs.

§4.10.3. Prohibited Signs

The following signs are prohibited:

- A. Off-premises signs;
- B. Pennants, propellers, paddle wheels, streamers, spinners, or other attraction devices designed to be set in motion by the wind or motorized, except as permitted in §4.10.9, Special Signs Permitted;
- C. Festoon lights;
- D. Moving signs except as permitted by §4.10.6, Nonresidential Regulations;
- E. Flashing signs, except as allowed in Non-Residential Districts, by §4.10.6.H and §4.10.7.L.
- F. Signs with bare bulb illumination exceeding the equivalent amount of lumens emitted by a 25 watt incandescent bulb.
- G. Temporary signs, except as allowed by §4.10.8; and
- H. Portable signs except as permitted in §4.10.9, "Special Signs Permitted."
- I. Any sign attached to, or placed on, a vehicle or trailer parked on public or private property, except for signs meeting the following conditions:
 - 1. The primary purpose of such vehicle or trailer is not the display of signs
 - 2. Signs painted on or magnetically affixed to vehicles that do not contain changeable letters or copy; and signs otherwise attached to vehicles that do not contain changeable letters or changeable copy.
 - 3. The vehicle or trailer is in operating condition, currently registered and licensed to operate on public streets, and actively used or available for use in the daily function of the business.

§4.10.4. Illumination

All signs except those for one-, two-, three-, and four-unit dwellings and for home occupations may be illuminated provided that the illuminations conforms to the following restrictions:

- A. The light source, including the interior of a building shall be so shaded, shielded, or directed so that the light intensity or brightness shall not adversely affect surrounding or facing premises.

- B. The light shall not adversely affect the safe vision of operators of vehicles.
- C. Light shall not shine on or into neighboring residential structures.

§4.10.5. Residential Regulations

This section regulates all signs erected in all areas within the city zoned RR, R-1, R-1-D, R-2, R-3, RMH, PUD, NB, PA, and PAR.

A. Location Of Signs

Signs may be erected on private property subject to the following restrictions:

1. Permanent freestanding signs are not permitted for one, two, three, and four unit dwellings.
2. Signs for home occupations and vacation rental units must be architectural signs.
3. All freestanding signs must either have twenty feet (20') of setback from the street curb line (extended vertically), or have at least eight feet (8') of clearance between the base of the sign and the ground.
4. No part of any freestanding or building sign may be erected so as to suspend over or otherwise encroach upon any public right of way.
5. No sign may be erected on the roof of any structure, or be erected on the building facade so that any portion of the sign exceeds the height of the facade.
6. See §4.10.8 for temporary signs allowed and §4.10.9 for special signs, some of which are allowed in residential districts under specified circumstances.

B. Height of Signs

1. For fraternities and sororities - a freestanding sign may be erected to the height of six feet (6') above the ground.
2. Freestanding signs for residential uses containing five or more dwelling units and all other uses may be erected to the height of twelve feet (12') above the ground.
3. Architectural signs may be erected to a maximum height of twelve feet (12') from the ground or the maximum height of the building façade to which they are attached, whichever is greater.

C. Sign Area

1. For lawful home occupations and vacation rental units - two square feet (2ft²).
2. For schools, government buildings, churches and public auditoriums - fifty square feet (50ft²).
3. For multi-unit dwelling developments and mobile home parks - one square foot (1ft²) of sign area for each individual dwelling unit (such sign need not be smaller than 12 square feet (12ft²) and any one sign shall not exceed fifty square feet (50ft²).
4. For one, two, three or four unit dwellings- one square foot (1ft²) of sign area for each individual dwelling unit. Such signs shall only contain the name and/or address of the structure. These signs shall contain no leasing or advertising information.
5. For bed and breakfast establishments and inns - 12 square feet (12ft²).

6. For fraternities and sororities - fifty square feet (50ft²).
7. For home museum - 12 square feet (12ft²).
8. Other uses not listed above - one square foot (1ft²) of sign area for each lineal foot of building frontage, not to exceed one hundred fifty square feet (150ft²).

D. Animated Signs

Signs in these zones may not move or be animated in any manner.

E. Number of Signs

1. Freestanding signs when permitted - one per street frontage except as sited below.
2. In the circumstance where the street frontage for a business on a street exceeds three hundred linear feet (300'), a second freestanding sign may be erected on that street frontage provided that the surface area for the signs complies with the requirements of subsection C of this section and provided further that the two (2) signs are placed at least fifty feet (50') apart. If the business is located on a corner lot or a through lot and has a combined street frontage exceeding three hundred linear feet (300'), a second freestanding sign may only be erected on the second frontage pursuant to this provision.
3. Architectural signs - there is no limit on the number of architectural signs within the provisions for sign area, see subsection C of this section.

§4.10.6. Nonresidential Regulations

This section regulates all signs erected in all areas within the City zoned BPL, SB, BWA, AG, LI,GI, or PAD.

A. Location of Signs

Signs may be erected on private property subject to the following restrictions:

1. All freestanding signs must either have twenty feet (20') of setback from the street curb line (extended vertically), or have at least eight feet (8') of clearance between the base of the sign and the ground;
2. No part of any freestanding or architectural sign may be erected on, or so as to suspend over, or otherwise encroach upon, any public right of way;
3. No freestanding sign may be erected closer than three feet (3') to any street or alley curb line (projected vertically);
4. No architectural sign may project more than six feet (6') from any building façade except as provided below:
 - (a) Signs painted or mounted flush on a canopy or awning which is located entirely on private property shall not be subject to the six foot (6') maximum projection restriction.
 - (b) Signs on a canopy or awning which is located entirely on private property, other than painted or flush- mounted signs, shall be mounted parallel to the building façade and shall not project more than six feet (6') from the building facade or one foot (1') from the outer edge of the awning or canopy on which it is mounted, whichever is greater.

B. Height of Signs

1. Freestanding signs may be erected to a maximum height of thirty-two feet (32') from the ground.
2. Signs for contract construction services as a special use shall only be erected to a height of six feet (6').
- ~~3. Architectural signs may be erected to the maximum height of the building façade to which they are attached.~~

C. Sign Area

1. Freestanding signs with one or two sides are permitted a maximum sign area not to exceed one hundred-fifty square feet (150ft²) per side;
2. Freestanding signs with three or more sides are permitted a maximum sign area not to exceed one hundred square feet per side (100ft²);
3. Both freestanding and architectural signs for contract construction services as a special use shall be limited to fifty square feet (50ft²) each; and
4. Architectural signs may be erected on the building within the following restrictions as determined below:

(a) Architectural Sign Schedule

Architectural Sign Schedule			
Gross Floor Area of Individual Store (Sq. Ft.)	Base Floor Area	Base Sign Area	Rate of Additional Sign Area Per 100 Sq. Ft. Additional Floor Area
0 - 1,000	0	Need not be less than 50 square feet of sign area for businesses less than 1,000 square feet	
1,001 - 2,500	1,000	50	1.66
2,501 - 5,000	2,500	75	2.0
5,001 - 15,000	5,000	125	1.0
15,001 - 30,000	15,000	225	0.5
30,001 and larger	30,000	300	0.25

(b) Additional Increase

The total sign area allowed may be increased according to the following rate: two percent (2%) for each ten feet (10') of distance between the centerline of the nearest street surface to nearest point of the building to which the sign will be attached.

D. Illumination

Signs may be illuminated provided that it conforms to the following restrictions:

1. The light source, including the interior of a building shall be so shaded, shielded, or directed so that the light intensity or brightness shall not adversely affect surrounding or facing premises.
2. The light shall not adversely affect the safe vision of operators of vehicles.
3. Light shall not shine on or into neighboring residential structures.

E. Animated Signs

Animated signs are permitted but are subject to the following provisions:

1. Electronic Message Board

- (a) Electronic message boards shall not make up more than 50% of the actual sign surface. In no case shall an electronic message board exceed seventy-five square feet (75ft²).
- (b) Electronic message boards shall be limited to the display of messages which take no more than two seconds to complete. A minimum of six seconds shall be required between the changing of messages. Animation shall be limited to those incorporated into the changing of a message, but shall not restrict the use of images in the background of a message. (e.g. clouds moving, flames burning, running water, etc.) No flashing, blinking, or pulsating of lights shall be allowed. Electronic message boards must be equipped to freeze in one position or discontinue the display in the event that a malfunction occurs.

2. Mechanically Animated

The movement of a sign is limited to an action which takes no less than six seconds to complete. This shall apply to a rotating, waving, or similar motion that a sign may incorporate.

F. Number of Signs

- 1. One freestanding sign per frontage located only on that street frontage except as provided below.
- 2. In the circumstance where the street frontage for a business on a street exceeds three hundred linear feet (300'), a second freestanding sign may be erected on that street frontage provided that the surface area for the signs complies with the requirements of subsection C of this section and provided further that the two (2) signs are placed at least fifty feet (50') apart. If the business is located on a corner lot or a through lot and has a combined street frontage exceeding three hundred linear feet (300'), a second freestanding sign may only be erected on the second frontage pursuant to this provision.
- 3. There are is no limit on the number of architectural signs provided that the total square footage of all signs does not exceed the maximum square footage allowed.

G. Businesses Permitted Signs

- 1. All businesses are permitted architectural signs.
- 2. The following establishments are permitted freestanding signs:
 - (a) Individual establishments in individual buildings.
 - (b) Business and noncommercial establishments and shopping centers.
 - (c) Satellite establishments within a shopping center.
 - (d) Movie theaters, auditoriums, and other places of public assembly, in shopping centers and business developments in accordance with §4.10.6.F.

H. Flashing Signs

A flashing sign may be permitted provided it conforms to the following restrictions:

1. A minimum of two seconds shall be required between flashes.
2. Flashing lights must not exceed the equivalent amount of lumens emitted by a 25-watt incandescent bulb.

§4.10.7. Downtown Sign Regulations

Downtown signage should be integral to a building's design rather than applied after the fact. As such, all signage should incorporate complementary materials, colors, and details. The use of banners as permanently mounted signage is prohibited. This section regulates all signs erected in all areas zoned BPR.

A. Location of Signs

Freestanding monument signs may be erected on private property subject to the following restrictions:

1. All freestanding monument signs must either have fifteen feet (15') of setback from the street curb line (extended vertically).
2. No part of any freestanding monument sign may be erected so as to suspend over or otherwise encroach upon any public right of way.
3. No sign may be erected on the roof of any structure, or be erected on the building façade so that any portion of the sign exceeds the height of the façade.
4. Any architectural sign that projects or suspends over any sidewalk, public or private, or any public right-of-way shall have at least eight feet (8') of clearance between the base of the sign and the ground or sidewalk. The owner of any sign suspended over public right-of-way agrees to indemnify and hold the city harmless from any liability which may arise by reason of the sign being projected or suspended over the public rights-of-way. The owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

B. Height of Signs

1. Freestanding monument signs may be erected to the maximum height of eight feet (8') above the ground.
- ~~2. Architectural signs may be erected to the maximum height of the building façade to which they are attached.~~

C. Sign Area

1. Freestanding monument signs with one or two sides are permitted a maximum sign area not to exceed fifty square feet (50ft²) per side.
2. Architectural signs are limited to one and one quarter square feet (1.25ft²) of sign area for each lineal foot of building frontage or fifty square feet (50ft²), whichever is larger.

D. Illumination

All signs may be illuminated provided that it conforms to the following restrictions:

1. The light source, including the interior of a building shall be so shaded, shielded, or directed so that the light intensity or brightness shall not adversely affect surrounding or facing premises.

2. The light shall not adversely affect the safe vision of operators of vehicles.
3. Light shall not shine on or into neighboring residential structures.
4. The illumination may not flash in any manner.

E. Architectural Signs

Architectural signage that utilizes channel lettering and/or raceways, solid or laser cut metal, etc. are examples of approved sign materials. ~~Boxed cabinet signage is permitted provided it does not account for more than 30% of the total installed signage.~~

F. Projecting Signs

One projecting sign is permitted per storefront and shall be construed as contributing to the building's total allotted square footage of architectural signage. Projecting signs are permitted to project a maximum of four feet (4') from the surface of any structure and must maintain a minimum of eight feet (8') of clearance between the lowest extent of the sign and the ground or sidewalk. The owner of any sign suspended over public right-of-way agrees to indemnify and hold the city harmless from any liability which may arise by reason of the sign being projected or suspended over the public rights-of-way. The owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

G. Architectural Signs

1. A maximum of 25% of the surface of any awning or canopy may be utilized for permanently affixed copy. Any background colors, graphic striping, color banding or patterns shall not be considered as contributing to the sign area. Furthermore, this allotment shall not be construed to contribute to the total amount of architectural signage permitted for any structure in the BPR District
2. Under canopy signs are permitted and will be considered as contributing to the total square footage of architectural signage that is permitted. Under canopy signs must maintain at least eight feet (8') of clearance between the lowest extent of the sign and the ground or sidewalk. The owner of any sign suspended over public right-of-way agrees to indemnify and hold the city harmless from any liability which may arise by reason of the sign being projected or suspended over the public rights-of-way. The owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

H. Animated Signs

Animated signs are permitted but are subject to the following provisions:

1. **Electronic Message Board**
 - (a) Electronic message boards shall not make up more than 30% of the actual sign surface. In no case shall an electronic message board exceed twenty-four square feet (24ft²).
 - (b) Electronic message boards shall be limited to the display of messages which take no more than two seconds to complete. A minimum of six seconds shall be required between the changing of messages. Animation shall be limited to those incorporated into the changing of a message, but shall not restrict the use of images in the background of a message. (e.g. clouds moving, flames

burning, running water, etc.) No flashing, blinking, or pulsating of lights shall be allowed. Electronic message boards must be equipped to freeze in one position or discontinue the display in the event that a malfunction occurs.

2. Mechanically Animated

The movement of a sign is limited to an action which takes no less than six seconds to complete. This shall apply to a rotating, waving, or similar motion that a sign may incorporate.

I. Number of Signs

1. Freestanding monument signs when permitted - one per street frontage except as sited below.
2. In the circumstance where the street frontage for a business on a street exceeds three hundred linear feet (300'), a second freestanding monument sign may be erected on that street frontage provided that the surface area for the signs complies with the requirements of subsection C of this section and provided further that the two (2) signs are placed at least fifty feet (50') apart. If the business is located on a corner lot or a through lot and has a combined street frontage exceeding three hundred linear feet (300'), a second freestanding sign may only be erected on the second frontage pursuant to this provision.
3. There are is no limit on the number of architectural signs provided that the total square footage of all signs does not exceed the maximum square footage allowed.

J. Special Signs Permitted in the BPR District

A-Frame signs are permitted in the BPR district with the issuance of an annual sign permit subject to the following provisions:

1. Signs may not exceed six square feet (6ft²) per side and shall not exceed three feet (3') in height and two feet (2') in width. (Two sided only)
2. Signs must be located within fifteen feet (15') from the front entrance.
3. No sign shall impede the normal and orderly flow of pedestrian traffic, and shall not obstruct any accessible route; for purposes of this section, the sign should be located so that there is a clear passage of at least three and one-half feet between the sign and any building, post or obstruction in the sidewalk.
4. Signs shall be removed each day at the close of business.
5. For any sign located on the right-of-way, the owner shall submit an insurance certificate listing the City as additionally insured prior to the issuance of a sign permit.

K. Temporary Signs Permitted in the BPR District

1. Temporary Commercial Banners are permitted to advertise goods or services for economic gain:
 - (a) Temporary banners shall be limited to thirty-two square feet (32ft²).
 - (b) Each individual business will be allowed to display a temporary banner, mounted to the building, for a period not to exceed thirty (30) consecutive days. Each business is allowed a total of ninety (90) calendar days to display temporary

banners. A new permit shall be issued each time the temporary banner is to be displayed, unless authorized under the original permit.

(c) Commercial signs prohibited: Includes signs that are carried, waived or otherwise displayed by persons either on public rights-of-way or in a manner visible from public rights-of-way. This provision is directed toward such displays intended to draw attention for a commercial purpose, and is not intended to limit the display of banners, flags or other signage by persons participating in demonstrations, political rallies, and similar events.

(d) No temporary banner may be illuminated.

2. Temporary Non-Commercial Signs:

(a) Temporary signs shall be limited to thirty-two square feet (32ft²).

(b) Each individual 501(c) not-for-profit organization will be allowed to display a temporary sign for a period not to exceed thirty (30) consecutive days. Each organization is allowed a total of sixty (60) calendar days to display temporary signs. A new permit shall be issued each time the temporary sign is to be displayed. Permit fees may be waived with the approval of the administrative official.

(c) Temporary signs need not be located on the site for which the event is to take place.

3. Removal of Temporary Signs

If a temporary sign relates to an event, such sign shall be removed within five days after the conclusion of the event.

L. Flashing Signs

A flashing sign may be permitted provided it conforms to the following restrictions:

1. A minimum of two seconds shall be required between flashes.

2. Flashing lights must not exceed the equivalent amount of lumens emitted by a 25-watt incandescent bulb.

§4.10.8. Temporary Signs Permitted (except in the BPR District)

In addition to the signs permitted in each district as established in §4.10.5, §4.10.6, and §4.10.7, the following signs are also permitted subject to the conditions established in this Section.

A. General Provisions for all Temporary Signs

1. No sign may be erected on, suspended over, or encroach upon the public right of way, except as provided for under Section 17-1-5 of the Carbondale Municipal Code (dealing with “encroachments”), or be located so as to obstruct the visual clearance needed for safe vehicle or pedestrian traffic.
2. No sign may be attached to utility poles, trees on private property, trees on public right of way, street light poles, street or traffic sign nor fire hydrants.
3. No temporary sign shall be erected within twenty feet (20') of the curb line of any adjoining street surface except those located in the BPR District in which case the

temporary sign shall be flush-mounted to the building. No sign shall be erected so as to obstruct the visual clearance needed for safe vehicular and pedestrian traffic.

4. If the sign is not communicating a message which is temporary in nature, it shall be required to meet the requirements of §4.10.5, §4.10.6, and §4.10.7 of this Article, Permanent Signs.
5. Temporary signs shall be regulated subject to the following:
 - (a) **Temporary Commercial Signs**

To advertise goods or services for economic gain

 - (1) Temporary signs shall be limited to thirty-two square feet (32ft²).
 - (2) Each individual business will be allowed to display a temporary sign for a period not to exceed thirty (30) consecutive days. Each business is allowed a total of one hundred (100) calendar days to display temporary signs. A new permit shall be issued each time the temporary sign is to be displayed, unless authorized under the original permit.
 - (3) Maximum Height: Six feet (6'), if freestanding.
 - (4) Commercial signs prohibited: Includes signs that are carried, waived or otherwise displayed by persons either on public rights-of-way or in a manner visible from public rights-of-way. This provision is directed toward such displays intended to draw attention for a commercial purpose, and is not intended to limit the display of banners, flags or other signage by persons participating in demonstrations, political rallies, and similar events.
 - (5) Pennants and streamers may be displayed for a maximum of one hundred and fifty (150) days per calendar year with a limit of thirty (30) consecutive days per event.
 - (6) No temporary sign may be illuminated.
 - (7) Banners suspended from a building, with a total square footage of 50ft² are permitted for periods up to thirty (30) consecutive days per event, with no limit on the number of events.
 - (b) **Temporary Non-Commercial Signs**
 - (1) Temporary signs shall be limited to thirty-two square feet (32ft²).
 - (2) Each individual 501(c) not-for-profit organization will be allowed to display a temporary sign for a period not to exceed thirty (30) consecutive days. Each organization is allowed a total of (60) calendar days to display temporary signs. A new permit shall be issued each time the temporary sign is to be displayed. Permit fees may be waived with the approval of the administrative official.
 - (3) Temporary signs need not be located on the site for which the event is to take place.

B. Removal of Temporary Signs

If a temporary sign relates to an event, such sign shall be removed within five days after the conclusion of the event.

§4.10.9. Special Signs Permitted

In addition to the signs permitted in each district as established in §4.10.5 and §4.10.6, the following signs are also permitted subject to the conditions established in this Section. Heights of signs permitted in this Section shall not exceed the permitted sign height for the district where the sign is to be erected unless otherwise specified by this Section.

A. General Provisions for all Special Signs

1. No sign may be erected on, suspended over, or encroach upon the public right of way, except as provided for under Title 17, Chapter 1 of this Code, or be located so as to obstruct the visual clearance needed for safe vehicle or pedestrian traffic.
2. No sign may be attached to utility poles, trees on private property, trees on public right of way, street light poles, street or traffic sign nor fire hydrants.
3. No sign shall be erected so as to obstruct the visual clearance needed for safe vehicular and pedestrian traffic.

B. Real Estate Signs

Real estate signs advertising property or buildings for sale, rent, or lease are permitted for the period of time while the property is available for sale, rent or lease and for no more than fourteen (14) days after the sale, rental, or leasing of said property or building. The size and number applies to both freestanding and architectural signs/banners. All real estate signs shall be subject to the following provisions:

1. Commercial property located in a commercial zoning district:
 - (a) One sign per lot frontage. If frontage exceeds 300 feet (300') a second sign may be erected.
 - (b) A maximum of thirty two square feet (32ft²) of sign surface area per side, two (2) sides permitted.
 - (c) The sign, if freestanding, shall not obstruct the visual clearance needed for safe vehicular and pedestrian traffic.
2. Property located in a residential zoning district:
 - (a) One sign per lot frontage. If frontage exceeds three hundred feet (300') a second sign may be erected.
 - (b) Maximum of twelve square feet (12ft²) of sign surface area per side, two (2) sides permitted.
 - (c) The sign, if freestanding, shall not obstruct the visual clearance needed for safe vehicular and pedestrian traffic.

C. Temporary Construction Signs for Buildings or Projects

Signs stating the nature and name of the building or project, the names of contractors, architects, engineers, or officials, financial information, or any information required by law, are permitted in various districts subject to the following provisions:

1. Any such temporary signs required by a government for a project shall be permitted.
2. One sign per frontage.
3. In commercial districts a maximum of thirty-two square feet (32ft²) per side, two (2) sides permitted (except where governmental standards require a larger sign in which case such sign shall be permitted).
4. In a residential district a maximum of six square feet (6ft²) per side, two (2) sides permitted.
5. Signs may be erected no more than thirty days prior to the actual start of construction or project and shall be removed when the construction is completed. Only those projects that have obtained a building permit may display a construction sign.

D. Signs Designating Historic Areas or Buildings

Signs denoting historic buildings or areas may be erected subject to the following provisions:

1. Freestanding signs designating historic sites, areas, or districts shall be no larger than twelve square feet (12ft²).
2. Signs designating historic buildings shall be mounted on the building so designated and may be subject to review by the Certificate of Appropriateness Committee.

E. Minor Directional Signs

Signs for and located within shopping centers, business developments, or individual business establishments and their parking areas which guide automobile and pedestrian traffic within the parking lot. Such signs shall:

1. Have maximum height of eight feet (8').
2. Have a maximum surface area of ten square feet (10ft²) per side, two (2) sides permitted.
3. Be located so as not to obstruct the vision of pedestrians or motorists.
4. Bear no advertising matter, except for the name of the establishment.
5. Be permanently affixed to the ground or any permanent building or structure.
6. Be located on the premises of the establishment, shopping center or business development.
7. No sign other than those indicating entrance/exit shall be located with 20' of the right-of-way line.

F. Political Signs

Political signs are permitted in all areas of the City subject to the following provisions:

1. In a residential district no sign shall be larger than six square feet (6ft²) per side, two (2) sides permitted.
2. In commercial districts no sign shall be larger than thirty-two square feet per side (32ft²), two (2) sides permitted.
3. Signs must not be on the public right of way or be located so as to obstruct the visual clearance needed for safe vehicle and pedestrian traffic.

4. No political sign may be attached to utility poles, trees on public right of way, street light poles, street or traffic sign nor fire hydrants.

G. Temporary Yard Sale Signs

Temporary yard sale signs may be erected subject to the following provisions:

1. Maximum Exposure Time: All such signs shall be erected no more than twenty four (24) hours prior to or remain in place no more than twelve (12) hours after the yard or garage sale takes place.
2. No yard sale sign may be erected on or attached to utility poles, trees, on public right of way, street light poles, street or traffic signs, or fire hydrants nor be located on the public right of way.

H. Window Promotional Signs

Window promotional signs are permitted for periods of up to sixty (60) consecutive days in the following districts: AG, PA, BPR, SB, BPL, BWA, NB, PUD, LI, and GI.

I. Subdivision Entrance or Identification Signs

Each individual subdivision may have entrance or identification signs subject to the following provisions:

1. Entrance or identification signs shall only identify the name of the subdivision.
2. One pair may be erected per entrance, into the subdivisions, but in no case shall two (2) such pairs for the same subdivision be located closer than one thousand feet (1,000') apart.
3. No single sign shall be larger than twenty-four square feet (24ft²).per side and shall be limited to a maximum height of six feet (6').
4. Location of all entrance or identification signs shall be subject to the approval of the administrative official.

J. Directory Signs

Directory signs are permitted for multi-unit dwelling developments and mobile home parks containing more than five (5) structures or five (5) mobile homes in all districts subject to the following provisions:

1. Only one sign is permitted with a maximum of sixteen square feet (16ft²).
2. The sign may be freestanding or architectural.
3. The sign may be illuminated.

K. Office Park and Industrial Park Identification Signs

Each office park or industrial park may have identification signs subject to the following:

1. One sign shall be allowed for each office/industrial park entrance and shall be used only to identify the name and location of the office/industrial park and/or used as a directory of businesses in the office/industrial park.
2. No single identification sign shall be larger than sixty four square feet (64ft²) per side nor shall exceed a height of twelve feet (12'). All such signs shall be located in a manner that does not impede the vision of drivers to other vehicles and pedestrian

traffic. The location of such signs shall be subject to the approval of the administrative official.

L. Off Premises Directional Sign

Off premises directional signs for business districts adversely impacted by highway construction or permanent rerouting of state or federal highways are permitted subject to the following provisions:

1. Height: Have a maximum height of fifteen feet (15').
2. Size: Have a basic maximum of eighty square feet (80ft²) per side which may be increased to a final maximum of one hundred twenty square feet (120ft²) per side according to the following rate: five square feet (5ft²) per side for each ten feet (10') the sign is set back from the centerline of the nearest street surface.
3. Number: A maximum of two (2) off premises directional signs per affected business district are permitted. The signs shall be available to all affected businesses in the business district.
4. Design: The signs shall be designed in accordance with the "Illinois Manual of Uniform Traffic Control Devices" and shall have a green or blue background with white letters. The lettering shall have a maximum height of ten inches (10"). The signs shall be installed so as not to obstruct the vision of motorists or pedestrians.
5. Advertising: The signs shall bear no advertising matter, except for the name of the business district, the names of the businesses and directional information.
6. Named Businesses: The businesses named on the directional sign shall be limited to those located in the SB, BPL, BWA, and BPR zoning districts or: a) be existing businesses situated in the city limits and b) be members of the business association responsible for the construction and maintenance of the off premises directional signs. Only one such association shall be eligible per highway rerouting.
7. Eligibility For Permanent Signage: The only business districts eligible for permanent off premises directional signage are those business districts affected by a permanent state or federal highway rerouting such that the properties are no longer directly accessible from the state or federal highway on which the properties formerly had frontage. Properties affected by a one-way highway coupling that still have access to at least one traffic direction of the highway are not eligible for an off premises directional sign under this §4.9.9.K.
8. Approval to Erect: Any sign erected on private property must have the written approval of the property owner. If the sign is to be erected on public right of way, it shall have the formal approval of the controlling government agency. If the sign is to be located on city of Carbondale right of way it must have an approved encroachment permit.
9. Costs: The business district requesting the off premises directional sign shall be responsible for all costs related to leases, construction and maintenance of the sign.
10. Removal: Signs erected in conjunction with a road construction project that does not result in a permanent state or federal highway rerouting described in subsection 7 of this section shall be removed upon completion of the road construction project.

M. Inflatable Signs

Each business located in a nonresidential district, excluding the BPR, Primary Business, district, may display Inflatable signs with the issuance of a sign permit and subject to the following:

1. Number: One inflatable sign shall be allowed per parcel.
2. Height: Signs shall not exceed 25' in height or the height of the nearest building, whichever is less.
3. Location: Signs shall be located entirely on private property, shall not suspend over public right-of-way, and shall be located at least 20' from the curblane.
4. Mounting: Signs shall be mounted securely to the ground. Signs shall not be mounted on truck beds, trailers, rooftops, etc.
5. Display period: Signs shall be displayed for no more than two, consecutive 48 hour periods or one, consecutive 96 hour period per month.

N. Murals

Murals are permitted in all districts and are not regulated based on content. Murals may cover the entire façade of the building, fence, or other surface on which they are painted, and do not count towards allotted square footage for architectural signs.

§4.10.10. Nonconforming Signs and Removal

- A. A nonconforming sign is a lawfully existing sign which fails to comply with all applicable sign regulations, such as the location of the sign, height of the sign or sign area. A nonconforming sign can remain in use, if maintained in accordance with the definition of "maintenance" contained in Article 11.
- B. If a nonconforming sign is proposed to be altered in any fashion that would require the issuance of a new permit as determined in §6.5.1, or if the nonconforming sign advertises a business no longer being conducted or a product no longer sold on the premises, the sign must be brought into conformity or removed within 30 days after written notice from the administrative official. The notice to bring the sign into conformity or remove shall be served on the owner, agent, or person having the beneficial use of the buildings, structure or premises upon which the sign is found.
- C. Any person who violates, disobeys, omits, neglects or refuses to comply with the order of the administrative official to bring into conformity or remove the nonconforming sign shall be in violation of this section. In addition to the penalties provided for in Article 10, the administrative official is hereby authorized to make application to the courts for an injunction requiring compliance with this code ordering the alteration or removal of the nonconforming sign.

§4.10.11. Obsolete Signs and Removal

- A. An "obsolete sign" is a sign which advertises a business no longer being conducted or a product no longer being sold on the premises upon which the sign is located.
- B. An obsolete sign shall be covered or removed within 30 days after written notice from the administrative official. The notice to cover or remove the sign shall be served on the owner, agent or person having the beneficial use of the premises upon which the sign is

found. If the sign is covered, the covering (which must be an opaque, durable, weatherproof material) and the method of applying or installing the covering must be approved by the administrative official.

- C. Any person who violates, disobeys, omits, neglects or refuses to comply with the order of the administrative official to cover or remove the obsolete sign shall be in violation of this section. In addition to the penalty provided for in Article 10, the administrative official is hereby authorized to make application to the courts for an injunction requiring compliance with this code ordering the covering or removal of the obsolete sign.

§4.10.12. Construction and Maintenance

- A. The construction and maintenance performance standards for signs contained in the International Building Code as adopted as part of City Code, Section 4-1-1 shall be the performance standards for the construction and continual maintenance of signs regulated by this article unless otherwise specified in this article.
- B. All components of a sign shall be kept clean, in good repair and free from all electrical and mechanical hazards, including, but not limited to, faulty wiring, loose connections, missing or broken panels, etc.
- C. Signs and their support structure(s) shall be painted when necessary to prevent corrosion or to replace peeling or flaking paint.
- D. Any sign in violation of the construction and maintenance performance standards shall be repaired or removed within 30 days after written notice from the administrative official. The notice to repair or remove the sign shall be served on the owner, agent or person having the beneficial use of the property upon which the sign is found.
- E. Any person who violates, disobeys, omits, neglects or refuses to comply with the order of the administrative official to repair or remove the sign shall be in violation of this section. In addition to the penalties provided for in Article 10, the administrative official is hereby authorized to make application to the courts for an injunction requiring compliance with this code ordering the repair or removal of the sign.

MURAL: A painting applied to and made integral with the surface of an exterior wall or fixture such as a fence, usually in an artistic manner. See also, SIGN, Mural.

NEIGHBORHOOD PRESERVATION DISTRICT: An area designated by ordinance of the City Council, according to criteria and pursuant to procedures prescribed in §2.5, which contains within definable geographic boundaries properties or structures which may not necessarily be of historic and/or architectural significance, but which may be considered traditional in character and which may be threatened by inappropriate development that could detract or have a blighting effect on the quality of life in the area.

NET ACRE: The amount of land in the subdivision, exclusive of public rights of way and other public ownership such as schools and parks.

NOMINATION: Property(ies) and/or structure(s) for which an application for a proposed designation as a landmark, historic district or neighborhood preservation district has been filed.

NONCONFORMING BUILDINGS: A lawfully existing building which fails to comply with all applicable zoning regulations.

NONCONFORMING USE: A lawfully existing use which fails to comply with all applicable zoning regulations.

NURSERY SCHOOLS: Day care centers which receive children between the ages of two and six years and which are established and professionally operated primarily for educational purposes to meet the developmental needs of the children.

NURSING HOME: A building or portion thereof for the aged and infirm, chronically ill, or incurable persons in which three, or more persons not of the immediate family are provided food and shelter care for compensation, but not including hospitals, clinics, or similar institutions.

OFF PREMISES SIGN: See "Sign, Off-Premises."

OFFICIAL MAP: An official policy guide adopted by the City government on the location of streets, recreation areas, schools, parks, and other Municipal facilities.

OFF-STREET LOADING SPACE: Adequate space (paved with asphaltic concrete, concrete, or the equivalent thereof) situated so as to be accessible at all times to pick up and delivery vehicles and reasonably expected to be used.

OFF-STREET PARKING SPACE: An off-street space (paved with bituminous concrete, Portland cement concrete, type A-3 surfacing, stabilized rock, gravel or crushed stone, or the equivalent thereof) provided for a motor vehicle, having an area not less than the minimum parking stall dimensions established by §4.8.6.A with access to public streets. See also §4.8.5.B.1 and §4.8.5.B.2.

OPERATOR OF BED AND BREAKFAST ESTABLISHMENT OR INN: The owner of a bed and breakfast establishment or inn, or the owner's agent. The operator is required to reside in the bed and breakfast establishment or inn, or on contiguous property.

OWNER OF RECORD: The person, corporation or other legal entity listed as the owner on the records of the county recorder of deeds.

PARCEL OF LAND: A distinct piece of real property which is assigned a separate tax identification number (permanent parcel number).

PARKING STRUCTURE: Any partially or wholly roofed or partially or wholly enclosed structure containing more than four spaces used to park or store motor vehicles including, but not limited to, enclosed,

"permanent resident" means any person or persons who occupy or have the right to occupy any portion of a dwelling for at least 30 consecutive days.

SATELLITE BUSINESS: A business which is part of a business development or shopping center but is located in a building separate from the main building.

SATELLITE DISH ANTENNA: The signal receiving component of a satellite receiver system, characteristically shaped like a saucer or dish, designed to receive television broadcasts or other signals from satellites in earth orbit and other extraterrestrial sources.

SEMITRAILER: Every vehicle without power designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle.

SENIOR CITIZEN: Any person 60 years or older.

SENIOR CITIZEN HOUSING CONVERSION DEVELOPMENT: A residential building or portion of a nonresidential building which is converted to two or more senior citizen housing conversion units after approval of special use.

SENIOR CITIZEN HOUSING CONVERSION UNIT: A dwelling unit within a senior citizen housing conversion development which is designed for and occupied by a senior citizen(s).

SERVICE DEPENDENT POPULATION: Those persons, who by reason of mental or physical disability, require supervision in a quasi-parental relationship but do not require medical or nursing care on site. A service dependent population shall not include persons for whom such services are a requirement of a sentence upon conviction of a criminal offense or whose need for such service arises during or immediately following a sentence of incarceration of a criminal offense nor for the treatment or rehabilitation of drug or alcohol addiction.

SERVICE STATION: Buildings and premises where gasoline, oil, grease, batteries, tires, and automobile accessories may be supplied and dispensed at retail. Unless permitted in a particular zoning district, uses permissible at a service station do not include major mechanical work, straightening of body parts, painting, welding, storage of automobiles not in operating condition, or other work involving noise, glare, fumes, smoke, or other characteristics to an extent greater than normally found in service stations. A service station is neither a repair garage nor a body shop. "Major mechanical work" is defined as any repair requiring the removal of the engine head, the replacement of the transmission, or work involving the interior of the transmission. Storage of automobiles shall be construed as keeping an automobile on the premises for in excess of 72 hours.

SHOPPING CENTER: A grouping of two or more business establishments which: a) share a common on-site parking lot, and b) occupy a single building or occupy separate buildings which are physically attached.

SIDE LOT LINE: Any lot boundary not a front lot line or a rear lot line.

SIDE YARD: See "Yard, Side."

SIGN: An object, graphic display or device or part thereof situated outdoors or directly visible from outdoors which is used to advertise, identify, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means including words, letters, figures, logos, trademarks, designs, symbols, fixtures, colors, motion, illumination or projected images. The following shall not be considered to be signs:

- A. Flags of nations, an organization of nations, states, cities, fraternal, religious, and civic organizations.
- B. Merchandise, pictures, models or products, or services incorporated in a window display.
- C. Signs not exceeding one square foot in area and bearing only property numbers, post office box numbers, names of occupants of premises, or other identification of premises not having commercial connotations.
- D. Legal notices, informational, or directional signs erected or required by governmental bodies.
- E. National, state, religious, fraternal, professional, and civic symbols or crests.
- F. Decorations, clearly incidental and customarily and commonly associated with any national, local or religious holiday displayed for a period of not more than 60 consecutive days nor more than 60 days in any one year.
- G. Signs painted on or magnetically affixed to vehicles that do not contain changeable letters or copy; and signs otherwise attached to vehicles that do not contain changeable letters or changeable copy.

SIGN, ABANDONED: A sign which advertises a business no longer being conducted or a product no longer being sold on the premises upon which the sign is located. An abandoned sign is also an obsolete sign.

SIGN, ANIMATED: A sign employing actual motion or the illusion of motion including the following:

Electronic Message Board: Animated signs producing the illusion of movement by means of electronic, electrical or electro-mechanical input and/or illumination capable of simulating movement through employment of the characteristics of one or both of the classifications noted below:

- a. **Flashing:** A sign which in total or in part has illumination which changes or intermittently flashes on and off, or gives the appearance of changing, blinking or flashing.
- b. **Dynamic Display:** Any characteristics of a sign that appear to have movement or that appear to change. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This includes displays that incorporate LED, "digital ink", or any other method of technology that allows the sign face to present a series of images or displays.

Mechanically activated: Animated signs characterized by repetitive motion and/or rotation activated by a mechanical system powered by electric motors or other mechanically induced means.

SIGN, ARCHITECTURAL: An architectural sign shall include all signs which are mounted on, attached to, or painted on the exterior of a building and have no other supporting members other than those attached to the building. An architectural sign is not a freestanding sign.

SIGN, BANNER: A sign utilizing a banner as its display surface. A banner sign is also a temporary sign.



SIGN, FLASHING: Any illuminated sign on which the lights either blink on and off randomly or in sequence or have intermittent variation in intensity or color.

SIGN, FLUSH WALL: A sign mounted on, attached to, or painted on the exterior of a building where the plane of the sign surface is parallel to and no more than one foot distance from the plane of the building to which it is attached. A flush wall sign is an "architectural sign".

SIGN, FREESTANDING: A sign supported by one or more uprights, poles, or braces placed in or upon the ground; or a sign supported by a structure independent of the building, erected primarily for the display and support of the sign. A freestanding sign is not an architectural sign.



SIGN, ILLUMINATED: A sign which has a light source as an integral part of the sign or which has light directed on the sign from an external position.

SIGN, INFLATABLE: A sign or display which uses air contained within a balloon-type device used for the purpose of drawing attention or advertising a product. Inflatable signs are also considered those signs designed to be set into motion with the use of a fan or other device moving air through a fabric tube.

SIGN, MURAL: A painting applied to and made integral with the surface of an exterior wall or fixture such as a fence, usually in an artistic manner.

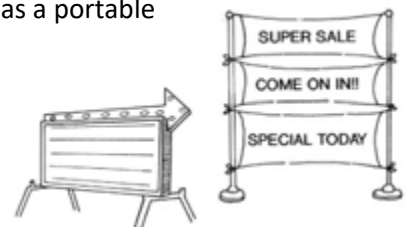
SIGN, NONCOMMERCIAL: A sign that does not direct attention to a business or to a service or commodity for sale, and is of a political, religious, or not-for-profit nature.

SIGN, OFF PREMISES: A sign not related in its subject matter to the premises on which it is located, or to products, accommodations, services, or activities on the premises. However, for businesses which no longer exist, signs on the premises which would otherwise conform to the provisions of this ordinance shall not be construed to be off premises signs. Off premises signs include signs erected by the outdoor advertising industry, such as billboards.

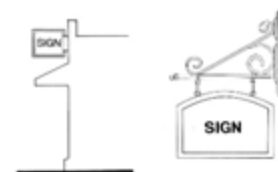
SIGN, PERMANENT: A sign assembled or built on site. A banner shall not be considered a permanent sign. (Permanent signs include those signs advertising the name of a business, a subdivision, an address, etc.)

SIGN, PORTABLE: Any sign which is not listed below shall be classified as a portable sign:

- A. Any sign which is permanently mounted in the ground.
- B. Any sign which is permanently attached to a building.
- C. Any sign painted or magnetically affixed to a vehicle, if it conforms to the shape of the vehicle and is not a changeable letter or changeable copy sign. The vehicle must be used in the everyday operation of the business.



SIGN, PROJECTING: A sign which is suspended from or supported solely by a building or a wall of a building, and which projects from the plane of the building to which it is attached.



SIGN, TIME AND TEMPERATURE: A sign whereon the date, time, and/or temperature are indicated by intermittent lighting and is limited

to the numerals indicating the date, time and/or temperature. These signs are considered to be freestanding.

SIGN, WINDOW PROMOTIONAL: A temporary sign, viewable from the exterior of a structure, which is attached to a window for the specific purpose of attracting attention of a passerby to a sale, or to promotional items. By temporary it is meant that a window promotional sign is not intended for display for more than 60 days. An electrically operated window promotional sign shall be considered an architectural sign and not a special sign as in §4.10.9.



SINGLE-UNIT DWELLING: A building containing only one dwelling unit.

SMALL ANIMAL HOSPITAL OR CLINIC: A facility established to supply examination, diagnosis, and prophylactic services and medical and surgical treatment to dogs, cats, birds, and the like, and equipped to provide housing and nursing care for them during illness and/or convalescence; providing, however, that such hospital or clinic and any treatment rooms, cages, pens, or kennels be maintained within a completely enclosed, soundproof building and that such hospital or clinic be operated in such a way as to project no objectionable odors outside its walls. Small animals may also be boarded at the small animal hospital or clinic if they are not being treated, as long as they are maintained within the building meeting the previously listed requirements.

SPECIAL YARD: See "Yard, Special."

START OF CONSTRUCTION: The start of construction includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, placement, or other improvement was within 180 days of the permit date. The "actual start" means either the first placement of permanent construction of a structure on a site such as the pouring of slab or footings, the installation of piles, the construction of columns, the installation of a pad or foundation for a manufactured home, the erection of temporary forms, or any work beyond the stage of excavation. In all districts except the Flood Fringe and Floodway Districts, permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways. In the Flood Fringe and Floodway Districts, land preparation such as clearing, grading, filling and installation of streets and/or walkways are included in permanent construction. For those types of construction not requiring a building permit or located outside the building permit jurisdiction of the city of Carbondale, start of construction shall be considered to be the same as the "actual start" as described above.

STORY: That portion of a building between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling above. If the finished floor level directly above a basement, cellar, or unused under-floor space is more than six feet (6') above "grade" as defined herein, such basement, cellar, or unused under-floor area shall be considered a story. (See also definitions of Grade and Height, and see §11.3.2.)

STREET CURB LINE: The street curb line shall be located at the furthest extent of the curb structure from the centerline of the street for those streets with a curb structure and the furthest extent of the street surface from the center line of the street for those streets with no curb structure.

Exhibit B, Letter from Abe Traverso

From: [Abe Traverso](#)
To: [Molly Maxwell](#)
Cc: [Clare Killman](#)
Subject: Proposed change to sign code
Date: Thursday, July 27, 2023 11:10:35 AM

I am writing to express my wholehearted support for the proposed change to the city code that would allow store signs to be mounted on buildings differently than they are currently permitted. As a business owner in Carbondale, this code directly affects my establishment, along with many others in the community. I strongly believe that adopting this change will not only enhance the visual aesthetics of our town but also contribute to a more favorable environment for businesses to flourish.

First and foremost, I commend the city's efforts to continually improve and grow, fostering a vibrant and welcoming community for residents and visitors alike. As an integral part of this community, local businesses play a crucial role in the economic vitality and overall appeal of Carbondale. However, the existing sign mounting restrictions have posed significant challenges for businesses to effectively display their signage, impacting visibility and recognition, which are essential aspects of attracting customers.

By amending the city code to permit alternative methods of mounting store signs on buildings, we have an opportunity to revitalize our town's appearance and create a cohesive and inviting ambiance. Allowing businesses the flexibility to choose suitable locations for their signage will not only add character to our streets but also promote a sense of identity and uniqueness for each establishment.

Furthermore, easing the regulations on sign mounting will pave the way for businesses to invest more in high-quality and aesthetically pleasing signs. Presently, strict guidelines often limit businesses to less optimal locations or force them to opt for smaller, less noticeable signs to comply with the code. Allowing more freedom in this aspect will encourage businesses to embrace attractive and creative sign solutions that align with their branding, ultimately elevating the overall visual appeal of Carbondale.

Additionally, a positive change to the sign mounting regulations can contribute to a more customer-friendly experience within our town. Improved sign visibility will help customers navigate the area more easily, enhancing the overall convenience and accessibility of local businesses. This, in turn, can foster a sense of community pride and encourage residents to shop and support local establishments.

In conclusion, I urge the City of Carbondale to embrace the proposed change to the city code regarding store sign mounting on buildings. This progressive step will undoubtedly make our town look better, enhance its overall attractiveness, and promote economic growth for local businesses. By providing businesses with the opportunity to showcase their offerings more effectively, we can create a more welcoming and vibrant community for

everyone.

Thank you for considering my viewpoint on this matter. I trust that you will make the best decision for the future of Carbondale and its business community.

Sincerely,

Booby's

406 S Illinois Ave

Carbondale, IL

62901

Abe Traverso - Owner

Exhibit C, Photos



Photo credit: Mike Chervinko, via Facebook

Exhibit C, Photos



Exhibit C, Photos

