

Tuesday, January 23, 2024
Regular City Council Meeting January 23, 2024

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 :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Procedural

Public Content

1. Preliminaries to the City Council Meeting

Subject :	1.2 Citizens' Comments and Questions
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Procedural

Public Content

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

1. Preliminaries to the City Council Meeting

Subject :	1.3 Council Comments, General Announcements, and Proclamations
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Procedural

Public Content

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

2. Public Hearings and Special Reports

Subject :	2.1 Review and Acceptance of the FY 2023 Audited Annual Comprehensive Financial Report and Other Supplemental Financial Reports
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action, Information
Recommended Action :	Accept and place on file the audited Annual Comprehensive Financial Report for the fiscal year ended April 30, 2023.
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

The audited Annual Comprehensive Financial Report (ACFR) for the fiscal year ended April 30, 2023, is submitted for review and acceptance by the City Council. The audit was performed by Kerber, Eck, & Braeckel (KEB) CPAs of the Marion office.

The ACFR has been submitted to the Government Finance Officers Association (GFOA) for their review in obtaining the Certificate of Achievement for Excellence in Financial Reporting award. The City has received this award for the previous thirty-one fiscal years.

The primary financial statements for the Police Pension Fund and the Fire Pension Fund are included in the ACFR.

The 2023 ACFR is available for download from the [Financial Overview section of the City's website](#).

File Attachments

[City of Carbondale Board PResentation FY 2023 - 2024-01-23.pdf \(10,174 KB\)](#)

[City of Carbondale ACFR FY 2023 - 2023-01-23.pdf \(4,084 KB\)](#)

2. Public Hearings and Special Reports

Subject :	2.2 Pavement Management Plan Presentation
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Discussion, Information
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services Goal #5: Provide high-quality City infrastructure

Public Content

Originating Department: City Manager - Public Works Engineering

Background:

The City of Carbondale has an active pavement management plan that is utilized to evaluate the condition of all Carbondale streets to help Staff advise the City Council on what streets should be prioritized for resurfacing. The City's transportation engineer, TWM, will present findings from the plan in advance of the FY25 budget development process.

File Attachments

[Carbondale PMP Surface Type Map - 2024-01-23.pdf \(2,609 KB\)](#)

[Carbondale PCI Map - 2024-01-23.pdf \(2,589 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.1 Regular City Council Meeting Minutes from January 9, 2024
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Approve the minutes from the regular City Council meeting of January 9, 2024

Public Content

Originating Department: City Clerk

File Attachments

[Regular City Council Meeting Minutes 9 January 2024.pdf \(410 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.2 Approval of Warrant for the Period Ending: 01/05 /2024 for the FY 2024 Warrant 1476 in the Total Amount of \$1,252,065.85
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Accept the following report of payments made for the period ended: 01/05/2024 totaling \$1,252,065.85
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

File Attachments

[Warrant 1476 2024-01-23.pdf \(254 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.3 Acceptance of Approved Meeting Minutes from Boards, Commissions, and Committees
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Accept the approved meeting minutes from Boards, Commissions, and Committees and place them on file.

Public Content

Originating Department: City Clerk

Background:

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

Preservation Commission: September 18, October 23, and November 13, 2023

Sustainability Commission: October 19 and November 16, 2023

File Attachments

[Preservation Commission Meeting Minutes 2023-09-18.pdf \(226 KB\)](#)

[Preservation Commission Meeting Minutes 2023-10-23.pdf \(223 KB\)](#)

[Preservation Commission Meeting Minutes 2023-11-13.pdf \(220 KB\)](#)

[Sustainability Commission Meeting Minutes 2023-10-19.pdf \(321 KB\)](#)

[Sustainability Commission Meeting Minutes 2023-11-16.pdf \(333 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.4 Approve Amendments to the Board of Fire and Police Commissioners Governing Rules Chapter II Section 1-A.
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Approve Amendments to the Board of Fire and Police Commissioners Governing Rules Chapter II Section 1-A.

Public Content

Originating Department: City Clerk

Background:

The Carbondale Police Department continues to experience challenges with recruiting and hiring police officers. Specifically the maximum age requirement for entry-level police officers has excluded some qualified candidates. Per state statute the maximum hiring age is 34 years old which presents challenges for the Police Department to compete with the Illinois State Police and the Jackson County Sheriffs department which do not have age restrictions in place.

The City of Carbondale's home rule authority allows for modifications to the state statute that currently sets the maximum hiring age at 34 years old. The Police Department proposed a change to the Board of Fire and Police Commissioners governing rules that will amend the maximum hiring age from 34 years old to 39 years old in an attempt to increase the applicant pool for entry-level police officers. The amendment was approved by the Board of Fire and Police Commissioners at their meeting held on December 5, 2023.

Pursuant to Title 1-14A-7 of the Carbondale Revised Code, the Board of Fire and Police Commissioners is submitting to the City Council for approval the proposed amendment to Chapter II Section 1-A (Police Eligibility) of its governing rules regarding the Entry-Level Police Officer age requirement.

File Attachments

[Police Eligibility Requirement \(Maximum Age\).pdf \(134 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.5 Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$48,700 for Cherry Street Resurfacing from Illinois Ave to Oakland Avenue and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$48,700 for Cherry Street Resurfacing from Illinois Ave to Oakland Avenue and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work

Public Content

Originating Department: Public Works Engineering

Background:

In the fiscal year 2025, CIP, design and construction funds are proposed for the design and construction of Cherry Street resurfacing From Illinois Ave to Oakland Ave. The surface of Cherry Street has deteriorated to the point that it needs to be removed and replaced. Staff would like to start the design phase of this project now to bid the project in late Spring and complete it in the next construction season, summer and fall, 2024. As this project will be funded with motor fuel tax (MFT) funds, IDOT's contract format is required; these contracts are attached for approval.

File Attachments

[Engineering Services Agreement Cherry 2024-01-23.pdf \(7.528 KB\)](#)

[Resolution Cherry Street 2024-01-23.pdf \(496 KB\)](#)

[Cherry Street Location Map - 2024-01-23.pdf \(1.181 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.6 Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$42,500 for College Street Resurfacing From Illinois Ave to Freeman St.; and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$42,500 for College Street Resurfacing From Illinois Ave to Freeman St.; and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work
Goals :	Goal #5: Provide high-quality City infrastructure Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Public Works Engineering

Background:

In the fiscal year 2025 CIP, design and construction funds are proposed for the design and construction to resurface College Street from Illinois Ave to Forest St. The pavement surface has deteriorated to the point that it needs to be removed and replaced. Staff would like to start the design phase of this project now in order to bid the project in late Spring and complete this construction season; summer and fall, 2024. As this project will be funded with motor fuel tax (MFT) funds, IDOT's contract format is required; these contracts are attached for approval.

File Attachments

[Engineering Services Agreement W College 2024-01-23.pdf \(7.547 KB\)](#)

[Resolution W College 2024-01-23.pdf \(502 KB\)](#)

[College Street Location Map - 2024-01-23.pdf \(1.060 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.7 Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$53,200 for Full and Partial Depth Patching and Resurfacing of N Marion Street and Old West Main St; and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)

Recommended Action :

Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$53,200 for Full and Partial Depth Patching and Resurfacing of N Marion Street and Old West Main St; and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work

Goals :

Goal #5: Provide high-quality City infrastructure
Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Public Works Engineering

Background:

In the fiscal year 2025 CIP, design and construction funds are proposed for the design and construction to complete partial and full-depth patching and resurfacing of N. Marion Street and Old West Main St. These streets are concrete pavement and due to random cracking, some areas need to be removed and replaced, and patched. Staff would like to start the design phase of this project now to bid the project in late Spring and complete this construction season; summer and fall of 2024. As this project will be funded with MFT funds, IDOT's contract format is required; these contracts are attached for approval.

File Attachments

- [Engineering Services Agreement N Marion and Old West Main 2024-01-23.pdf \(7.602 KB\)](#)
- [Resolution N Marion and Old West Main 2024-01-23.pdf \(1.802 KB\)](#)
- [Marion St. & Old W. Main St. Location Map - 2024-01-23.pdf \(1.386 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.8 Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$58,100 for Poplar St. Resurfacing; and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Award a Contract for Engineering Design Services to TWM, Inc. in the Amount of \$58,100 for Poplar St. Resurfacing; and Approve a Resolution Appropriating Motor Fuel Tax Funds for Said Work
Goals :	Goal #5: Provide high-quality City infrastructure Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Public Works Engineering

Background:

In the fiscal year 2025 CIP, design and construction funds are proposed for the design and construction to resurface Poplar Street from Oak St. to Mill St. The Poplar St. pavement surface has deteriorated to the point that it needs to be removed and replaced. Staff would like to start the design phase of this project now to bid the project in late Spring and complete this construction season. As this project will be funded with MFT funds, IDOT's contract format is required; these contracts are attached for approval.

File Attachments

- [Engineering Services Agreement Poplar 2024-01-23.pdf \(7.586 KB\)](#)
- [Resolution poplar 2024-01-23.pdf \(515 KB\)](#)
- [Poplar Street Location Map - 2024-01-23.pdf \(1.489 KB\)](#)

3. Consent Agenda of the City Council

Subject :	3.9 Approval of Consent Agenda Items
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action (Consent)
Recommended Action :	Approve all Consent Agenda items not pulled for separate consideration

Public Content

4. General Business of the City Council

Subject :	4.1 City Council Discussion Regarding Possible Amendments to Title 1-2-4 as it Relates to City Council Compensation
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action, Discussion
Recommended Action :	Discuss Title 1-2-4 and provide direction to Staff regarding preferred amendments.
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: City Manager

Background:

At the September 2023 City Council retreat, there was a discussion regarding current compensation rates for City Council members and the Mayor. Following the retreat, the City Manager obtained salaries from other comparable communities which can be viewed in the table below.

Council compensation varies widely across Illinois communities. This is based largely on the various types of government that exist throughout the state. As such, when evaluating compensation for Carbondale elected officials it's important to compare cities with a Council-Manager form of government.

The City Council should also be aware of the legal requirements for adjusting compensation levels. In Illinois, elected officials may receive whatever salary is provided for by municipal ordinance (65 ILCS 5/3.1-50-5). Once the compensation rate is fixed, it can't be increased or lowered to take effect during the current elected officials' term. Compensation levels must be fixed within 180 or more days prior to the date when elected officials take office (65 ILCS 5/3.1-50-10). Therefore, the Mayor and City Council are only entitled to a continuation of salary in effect at the time they took office. Since these salaries are frozen and because most elected bodies have staggered terms, it's normal for members of the elected body to receive varying levels of compensation. For example, if the City Council sets compensation for members at least 180 days before an election, only those members taking office following that election would be entitled to the new compensation rate. So, in the context of Carbondale, if the City Council sets new compensation rates at least 180 days before the April 2025 election, only the three members elected would be entitled to the increase. The remaining three members and the Mayor would receive the increased amount following the April 2027 election. The current compensation levels for the Mayor and City Council have been unchanged since FY 1999.

Recommended Action: It's recommended that the City Council discuss the compensation levels of the governing body and provide direction to Staff if changes want to be made.

		Population	Mayor	Trustee
Champaign	Council-Manager	88,302	\$35,000.00	\$5,000.00
Dekalb	Council-Manager	40,486	\$22,500.00	\$5,400.00
Normal	Council-Manager	52,736	\$32,000.00	\$6,800.00
Bloomington	Council-Manager	78,680	\$12,000.00	\$4,800.00
Charleston	Council-Manager	17,347	\$12,000.00	\$6,000.00
Mt. Vernon	Council-Manager	14,600	\$7,200.00	\$2,400.00
MEDIAN			\$17,250.00	\$5,200.00
AVERAGE		48,692	\$20,116.67	\$5,066.67
Carbondale	Council-Manager	21,869	\$9,000.00	\$4,200.00

4. General Business of the City Council

Subject :	4.2 Presentation and Discussion of City-Owned Property at 608 E. College St. (Carbondale Warming Center)
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Discussion
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services Goal #2: Establish programs, processes, and networks to address diversity, inclusion, equity, and justice Goal #1: Provide a high quality-of-life and foster a sense of community for all residents

Public Content

Originating Department: City Manager

Background:

The Carbondale Warming Center (CWC) has utilized the City-owned property at 608 E. College for the last 4 years as a warming center/homeless shelter. Prior to the onset of COVID in early 2020, the CWC

was established to provide emergency shelter during extreme cold to individuals who have no other housing options. Once the COVID pandemic began, and based on need and public safety, the CWC expanded its hours to provide 24/7/365 services to homeless individuals.

The property at 608 E. College was a former dormitory that is part of the University City complex that previously housed City Hall and the Carbondale Police Department. Although the layout of the building is conducive to allowing CWC services, the past several years of high occupancy have taken a toll on an already aging building. CWC has been successful in making the best of the space but if the property is going to be used long-term for CWC, there are building issues that need to be addressed. Specifically, the restrooms and showers need to be renovated, there are accessibility issues throughout, there is a real need for a commercial kitchen, and the HVAC system needs to be replaced.

Staff consulted an architect (Design Works) and a structural engineer (Hodge) to assess the building. Each provided a detailed report (attached) of building issues that need to be addressed if the City wants to continue allowing the use of this property for CWC, or similar use.

Staff is providing this update so the City Council is fully aware of the future maintenance needs for this property. Until this point, Staff has utilized building maintenance staff to do most repair work and have tried to minimize costs since this property doesn't generate any revenue. Staff requests that the City Council consider these ongoing costs, whether the City should make it a goal to bring this property into compliance, whether the City intends to continue allowing CWC to occupy the building, and if Staff should be directed to consider other alternatives for space.

File Attachments

[Architectural Summary 608 East College.pdf \(592 KB\)](#)
[608 E College Street Visual Structural Assessment - 2024-01-23.pdf \(632 KB\)](#)

5. Executive Session

Subject :	5.1 Enter into Executive Session to Discuss Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action
Recommended Action :	Enter Into Executive Session to Discuss Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees as Permitted by 5 ILCS 120/2(c)(2)

Public Content

Originating Department:

City Clerk's Office

Background:

Discussion by the public body in Executive Session of the below-listed exception is permitted by the Illinois Open Meetings Act (5 ILCS/120.) While no action is anticipated, if any action is taken as a result of the discussions held in the Executive Session, final action will be taken only upon return to open session and will be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted.

5 ILCS 120/2(c)

(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

5. Executive Session

Subject :	5.2 Return to Open Session
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Action
Recommended Action :	Return to Open Session

Public Content

Originating Department:

City Clerk's Office

6. Adjournment of the City Council Meeting

Subject :	6.1 Adjourn meeting
Meeting :	Jan 23, 2024 - Regular City Council Meeting January 23, 2024
Type :	Procedural

Public Content

The Mayor will declare the meeting adjourned.