

Tuesday, June 11, 2024

Local Liquor Control Commission and Regular City Council Meeting June 11, 2024

City Council Chambers, Room 108

200 South Illinois Avenue

Carbondale, Illinois 62901

6:00 p.m.

This regular meeting will be immediately preceded by a Special Executive Session in the Mayor's Conference Room; once that meeting has adjourned, the Local Liquor Control Commission and Regular City Council Meetings will convene.

1. Preliminaries to the Local Liquor Control Commission Meeting

Subject :	1.1 Roll Call
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Procedural

Public Content

2. Citizens' Comments for the Local Liquor Control Commission

Subject :	2.1 Citizen Comments for the Liquor Commission
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	

Public Content

Citizens comments for the Local Liquor Control Commission

3. General Business of the Local Liquor Control Commission

Subject :	3.1 Approval of the Local Liquor Control Commission Meeting Minutes from May 14, 2024
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action
Recommended Action :	Approve the Local Liquor Control Commission Meeting Minutes from May 14, 2024

Public Content

Originating Department: City Clerk's Office

Background:

File Attachments

[Local Liquor Control Commission Meeting Minutes 14 May 2024.pdf \(127 KB\)](#)

3. General Business of the Local Liquor Control Commission

Subject :	3.2 Not for Profit Special Event Retailer's Liquor License Application from Green Earth, Inc. for Trails On Tap Event on June 22, 2024 with alternate rain dates of August 24, September 7, and September 28, 2024
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action
Recommended Action :	Approve the issuance of a Not for Profit Special Event Retailer's liquor license to Green Earth, Inc., contingent upon receipt of all outstanding items, or Deny the issuance of the license based on one or more provisions of the liquor code

Public Content

Originating Department: City Clerk's Office

Background:

On May 14, 2024, Green Earth, Inc. d/b/a Green Earth was approved for an application for a temporary special event liquor license. The license permitted the organization to place eight beer-tasting stations at a ticketed fundraising event called "Nature On Tap" at the Green Earth Oakland Nature Preserve hiking trails on June 1, 2024, however the event had to be cancelled due to inclement weather.

The original application did not specify a rain date for the event, therefore they are submitting an amended application for the same event with a new date of June 22, 2024 from 2:00p to 6:00p. Should that day also be cancelled due to inclement weather, future rain dates are August 24, September 7, and September 28, 2024.

The license fee has been paid, and the event diagram submitted; a certificate of dramshop insurance is outstanding.

File Attachments

[AMENDED Green Earth Inc. NFP Special Event Retailer's Liquor License - 2024 Nature On Tap_Redacted.pdf \(310 KB\)](#)

[Determinants for Granting or Denying Application for a Liquor License.pdf \(21 KB\)](#)

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

3. General Business of the Local Liquor Control Commission

Subject :	3.3 Application for a Temporary Extended Premises Liquor License from Carbondale Elks #1243
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action
Recommended Action :	Approve the issuance of a Temporary Extended Premises liquor license to Carbondale Elks #1243 contingent upon receipt of all outstanding items, or Deny the issuance of the license based on one or more provisions of the liquor code

Public Content

Originating Department: City Clerk's Office

Background:

Carbondale Elks #1243 has submitted an application for a Temporary Extended Premises liquor license to hold their Bar Olympics event on June 22, 2024. This license authorizes a liquor license holder in good standing to temporarily sell alcohol for consumption in an expanded area adjacent to the controlled premises, which is located at 220 West Jackson St.

The Carbondale Elks Bar Olympics will be held on Saturday, June 22, 2024, from 9:00 a.m. to 8:00 p.m.

The license fee has been paid and the event diagram is included on the application; a certificate of dramshop insurance is outstanding.

File Attachments

[Carbondale Elk's 1243 - Temp. Liquor Lic. App_Redacted.pdf \(1,737 KB\)](#)

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

[Determinants for Granting or Denying Application for a Liquor License.pdf \(21 KB\)](#)

4. Adjournment of the Local Liquor Control Commission

Subject :	4.1 Time of Adjournment for Local Liquor Control Commission
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Procedural

Public Content

5. Preliminaries to the City Council Meeting

Subject :	5.1 Roll Call
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Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Procedural

Public Content

5. Preliminaries to the City Council Meeting

Subject :	5.2 Citizens' Comments and Questions
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Procedural

Public Content

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

5. Preliminaries to the City Council Meeting

Subject :	5.3 Council Comments, General Announcements, and Proclamations
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Procedural

Public Content

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

6. Public Hearings and Special Reports

Subject :	6.1 Presentation from Dr. Glen Poshard on Behalf of the Boys and Girls Clubs of Southern Illinois
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Information, Reports

Public Content

Originating Department:

City Manager's Office

Background:

Dr. Glen Poshard will present information regarding the efforts underway to re-open the Boys and Girls Clubs of Southern Illinois. On May 29, 2024, Dr. Poshard sent an appeal to various entities in southern Illinois seeking to raise at least \$200,000.00 over the next two months; doingso will cause the entity to be eligible for a \$400,000.00 grant opportunity which will ensure that the Boys and Girls Clubs of Southern Illinois willreopen by the start of school in August. The Poshard Foundation for Abused Children and other regional organizations are similarly being approached for contributions in furtherance of that objective.

6. Public Hearings and Special Reports

Subject :	6.2 Presentation of the Carbondale Economic Development Strategic Plan to Accelerate Recovery from the COVID Pandemic
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Reports
Goals :	Goal #1: Provide a high quality-of-life and foster a sense of community for all residents Goal #2: Establish programs, processes, and networks to address diversity, inclusion, equity, and justice Goal #4: Encourage progressive economic development, tourism, arts, and entertainment Goal #5: Provide high-quality City infrastructure Goal #6: Enhance residential development/rehabilitation Goal #7: Build on, expand, and develop new relationships with SIU and other regional entities Goal #8: Use the downtown master plan as a guide to revitalize the City Center

Public Content

Originating Department: Economic Development

Background:

In April 2022, in preparation for an application to the RISE grant program, staff issued a Request for Proposal for a contractor to lead the development of the Citys economic development strategic plan in order to accelerate economic recovery from the COVID-19 pandemic. BusinessFlare LLC was chosen from the seven proposals received. BusinessFlare accepted the Citys Professional Services Agreement contingent upon award of the grant application.

During this time, City staff also developed a public outreach strategy and a list of stakeholders that would contribute to the Economic Recovery Plan. These individuals provided letters of support expressing interest in serving on a Steering Committee that would provide guidance during the development of the Economic Recovery Plan. These parties included representatives of Economic development organizations, members of the business community, labor unions or other individuals/organizations

representing workers, residents, non-profit agencies and community organizations, and local or regional workforce training organizations.

In May 2022, Council approved a Resolution Authorizing the City Manager to Enter a Professional Services Agreement Contingent upon Award of a Research in Illinois to Spur Economic Recovery (RISE) Grant to Fund the Update of the City's Economic Development Strategic Plan.

In March 2023, after receiving a fully executed grant agreement, City staff began working with consulting firm BusinessFlare LLC, providing a large number of studies, plans and other data over a period of many weeks. The Existing Conditions Report, a summation of all of the consultants research and review of existing data, can be found in Appendix A of the attached final draft Carbondale Economic Development Strategic Plan 2024 06 11.pdf.

During the week of September 11, 2023, the BusinessFlare team initiated their community engagement plan. Over the course of three weeks, BusinessFlare team members met with over 70 stakeholders about their ideas for economic development and prosperity in the City of Carbondale. These included elected officials, residents, steering committee members, economic development partners, student housing owners, large and small businesses, non-profit leaders, City staff, mobility partners, tourism and event partners, SIU students, and leadership at both SIU and SIH, among others. Their listening sessions included small groups, a community open house, individual meetings, a survey, and video calls. During their time in Carbondale, they also toured many parts of the City and region both day and night. A summation of the findings from these community engagement activities can be found in Exhibit B of the attached final draft Carbondale Economic Development Strategic Plan 2024 06 11.pdf.

After extensive review and feedback from the Steering Committee, along with input from City staff, the final draft of the plan has been completed. See Carbondale Economic Development Strategic Plan 2024 06 11.pdf.

It is recommended that the City Council hear a presentation of the Carbondale Economic Development Strategic Plan to Accelerate Recovery from the COVID Pandemic.

File Attachments

[Carbondale Economic Development Strategic Plan 2024 06 11.pdf \(32.805 KB\)](#)
[Presentation-Carbondale Economic Development Strategic Plan 2024 06 11.pdf \(7.172 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.1 Regular City Council Meeting Minutes from May 28, 2024
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	Approve the minutes from the regular City Council meeting of May 28, 2024

Public Content

Originating Department:

City Clerk's Office

File Attachments

[Regular City Council Meeting Minutes 28 May 2024.pdf \(314 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.2 Approval of Warrant for the Period Ending: 05/10 /2024 for the FY 2024 and FY 2025 Warrant 1485 in the Total Amount of \$2,389,880.20

Meeting : Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024

Type : Action (Consent)

Recommended Action : Accept the following report of payments made for the period ended: 05/10/2024 totaling \$2,389,880.20

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

Public Content

Originating Department: Finance

Background:

File Attachments

[Warrant 1485 2024-06-11.pdf \(330 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.3 Approval of Warrant for the Period Ending: 05/24 /2024 for the FY 2024 and FY 2025 Warrant 1486 in the Total Amount of \$2,429,632.72

Meeting : Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024

Type : Action (Consent)

Recommended Action : Accept the following report of payments made for the period ended: 05/24/2024 totaling \$2,429,632.72

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

Public Content

Originating Department: Finance

Background:

File Attachments

[Warrant 1486 2024-06-11.pdf \(370 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.4 Acceptance of Approved Meeting Minutes from Boards, Commissions, and Committees

Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	Approve the meeting minutes from Boards, Commissions, and Committees and place them on file.

Public Content

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:

Community Housing Trust: January 11 and February 8, 2024

Carbondale Public Library Board: February 14 and March 20, 2024

Sustainability Commission: February 15, March 21, and April 18, 2024

File Attachments

- [Community Housing NFP Minutes 2024-01-11.pdf \(221 KB\)](#)
- [Community Housing NFP Minutes 2024-02-08.pdf \(220 KB\)](#)
- [Carbondale Public Library Board Meeting Minutes 2024-02-14.pdf \(35 KB\)](#)
- [Carbondale Public Library Board Meeting Minutes 2024-03-20.pdf \(52 KB\)](#)
- [Sustainability Commission Meeting Minutes 2024-02-15.pdf \(317 KB\)](#)
- [Sustainability Commission Meeting Minutes 2024-03-21.pdf \(314 KB\)](#)
- [Sustainability Commission Meeting Minutes 2024-04-18.pdf \(329 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.5 Resolution Authorizing the City Manager to Enter Into a Professional Services Agreement with Hutchison Engineering Inc of Carbondale, IL to Perform Phase III Engineering for the Il 13 Bike Path (CIP OS2101) in the amount of \$198,835
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	Approve a Resolution Authorizing the City Manager to Enter Into a Professional Services Agreement with Hutchison Engineering Inc of Carbondale, IL to Perform Phase III Engineering for the Il 13 Bike Path (CIP OS2101) in the amount of \$198,835

Public Content

Originating Department: Public Works Engineering

Background:

City staff applied for a 2021 Illinois Transportation Enhancement Program(ITEP) grant that was subsequently awarded for the purpose of extending a multi-use path from Old Highway 13 to Wood Road.This project is 100%funded (\$2,000,000) through the grant which included costs related to engineering design (\$300,000) and Construction (\$1,700,000). This project was bid by IDOT and the low bid came in at \$2,139,255.84.Since this project is administered by IDOT, the City is required to complete Phase 3 resident engineering (RE). This means that an IDOT-certified City representative is required to be present during the duration of the project to ensure that all construction and materials meet the proposed project design. The full scope of RE includes inspecting all work completed, documenting all material quantities on approved IDOT forms, completing on-site testing of all earthwork and construction materials, completing daily logs and weekly reports, inspecting erosion control measures, approving shop drawings, processing pay applications and change orders, and coordinating project closeout with IDOT. In short, these requirements necessitate the placement of a full-time resident engineer during the duration of the project to include post-construction activities.

Current City staffing isn't available to meet IDOT's Phase 3 RE requirements. As such, Staff has contacted civil engineering firms to assist with this portion of the work. Hutchison Engineering is a local engineering firm certified with IDOT for Phase III engineering work; their Carbondale office Director is a retired IDOT administrator and is fluent with the project requirements. As such, Hutchison is well-qualified to complete this work.
The approved 5-year CIP includes \$200,00 for RE for this project.
The contracting for professional services is an exception to the formal bidding process,1-16-13(E)(2) of the CRC.
Recommended Action: It's recommended that the City Council Approve a Resolution Authorizing the City Manager to Enter Into a Professional Services Agreement with Hutchison Engineering Inc of Carbondale, IL to Perform Phase III Engineering for the Il 13 Bike Path (CIP OS2101) in the amount of \$198,835 Road.

File Attachments

[Hutchison Phase III Agreement for Il 13 Bike Path \(CIP OS2101\) 2024-06-11.pdf \(5.199 KB\)](#)
[Resolution Authorizing the CM to Enter into an ESA with Hutchison Engineering Inc for Phase III Engineering for Il 13 Bike Path \(CIP OS2101\) 2024-06-11.pdf \(9 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.6 An Ordinance Approving a Budget Adjustment to Transfer Funds from the Illinois Attorney General Organized Retail Crime Grant Account to Police Protection Budget in the Amount of \$80,000 and Increasing the Police Budget by the Same Amount
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	Adopt an Ordinance approving a budget adjustment to transfer funds from the Illinois Attorney General Organized Retail Crime Grant Account to Police Protection Budget in the Amount of \$80,000 and increasing the Police Budget by the same amount.

Public Content

Originating Department: Police Department

Background:

In late fiscal year 2024, the Police Department applied for and was awarded a grant through the Illinois Attorney Generals Office that provides reimbursements for equipment and investigative services agreements for the purpose of deterring retail crime and other criminal activity. The grant provided a total of \$80,000 in funding, all of which will be spent in the FY 2025 Police Protection budget. The final grant was awarded after the FY 2025 budget was finalized and without the authorization for the additional grant revenue. As such, an increase in

the overall budget will be used for the expenditures that include additional video surveillance cameras in the business district, software upgrades, and ongoing investigative services; utilizing these grant funds will ensure that these expenditures will not require the use of City funds.

File Attachments

[Budget Adjustment for Attorney General Retail Crime Grant 2024-06-11.pdf \(17 KB\)](#)
[Ordinance Authorizing a BA for AG Grant for Retail Theft to CPD 2024-06-11.pdf \(218 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.7 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 25-00000-02-GM Group A in the amount of \$55,958.33; Section 25-00000-01-GM Groups A,C, and G to Beelman Logistics LLC of East St Louis, IL, in the amount of \$22,921, Group E to Abell Construction of Carbondale in the amount of \$6,669 and Group F to Illini Asphalt of Benton, IL, in the amount of \$16,280; 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 \$33,740 and the Cemetery Road Chip seal to Illini Asphalt, Benton, IL, in the amount of \$6,179.50
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	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 25-00000-02-GM Group A in the amount of \$55,958.33; Section 25-00000-01-GM Groups A,C, and G to Beelman Logistics LLC of East St Louis, IL, in the amount of \$22,921, Group E to Abell Construction of Carbondale in the amount of \$6,669 and Group F to Illini Asphalt of Benton, IL, in the amount of \$16,280; 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 \$33,740 and the Cemetery Road Chip seal to Illini Asphalt, Benton IL, in the amount of \$6,179.50

Public Content

Originating Department: Public Works-Engineering

Background:

On May 14, 2024, the City Council approved Resolution No. 202-R-21 authorizing \$506,460 of Motor Fuel Tax (MFT) funds for street maintenance for Fiscal Year 2025. This amount falls within the City's approved Motor Fuel Tax Operations and Maintenance budget (41013). The MFT maintenance materials included in this bid utilize only a portion of the previously approved funds. This bid also includes 2,000 tons of CA-10 and CA-11 rock to be used by the Water and Sewer Divisions. That use is ineligible for MFT funds and will be purchased through the Water and Sewer inventory account and charged to the respective divisions.

The bid specifications for the MFT Maintenance Materials were prepared and the bid was advertised in the *Southern Illinoisan* on Saturday, May 25, 2024, and in the IDOT Bulletin. Thirteen (13) bid packets were sent to the firms listed on the attached Certificate as well as to five (5) plan houses. Three (3) bids were received on June 4, 2024, from the firms shown on the attached Bid Tabulations.

Section 24-00000-02-GM:

- Group A - Bit. Mat. Applied and CA-16/20 Rock Spread: Illini Asphalt \$55,958.33
- Group B - Bit. Mat. Applied and CA-16/20 Rock Spread (non-MFT): Illini Asphalt \$6,179.50

Section 24-00000-01-GM:

- Group A - CA-10 Rock: Beelman Logistics LLC \$9,762
- Group C - CA-11 Rock: Beelman Logistics LLC \$5,331
- Group E - RR-4 Rock: Abell Construction \$6,669
- Group F - Emulsified Asphalt: Illini Asphalt \$16,280
- Group G - CA-16 Rock: Beelman Logistics LLC \$7,828

- Group B - CA-10 (non MFT): Beelman Logistics LLC \$19,524
- Group D - CA-11 (non-MFT): Beelman Logistics LLC \$14,216

It is recommended that council 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 25-00000-02-GM Group A in the amount of \$55,958.33; Section 25-00000-01-GM Groups A, C, and G to Beelman Logistics LLC of East St Louis, IL, in the amount of \$22,921, Group E to Abell Construction of Carbondale in the amount of \$6,669 and Group F to Illini Asphalt of Benton, IL, in the amount of \$16,280; 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 \$33,740 and Illini Asphalt, Benton, IL, the Cemetery Road Chip seal in the amount of \$6,179.50

File Attachments

[25-02 MFT Bid Tab 2024-06-11.pdf \(25 KB\)](#)

[25-02 MFT Certificate 2024-06-11.pdf \(23 KB\)](#)

[25-03 MFT Bid Tab 2024-06-11.pdf \(21 KB\)](#)

[25-03 MFT Certificate 2024-06-11.pdf \(19 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.8 Approval of Amended Non-Bargaining Unit Employees Classification Plan FY 2025
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	Approve the revised FY2025 Non-Bargaining Unit Positions Classification Plan

Public Content

Originating Department: City Manager

Background:

The City Non-Bargaining Unit Positions Classification Plan has not been updated and approved by the Council in recent years. There are a number of classified positions that no longer exist and new positions that have not been classified. In order to reflect the current workforce in the City, the attached classification plan has been updated with the most current information. All positions were reviewed based on the set salary and categorized in the appropriate pay ranges by the Human Resources Department. In addition, overtime-exempt positions were analyzed in relation to current labor laws and court rulings and revised as necessary. The revised classification plan will be effective upon approval of the Council.

File Attachments

[NBUE Classification Plan 2025-06-11.pdf \(19 KB\)](#)

[Resolution Adopting a Classification Plan 2024-06-11.pdf \(52 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.9 Acceptance of a Quit Claim Deed from RLH Properties for Parcels of Land Located Along Logan Street
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	Accept the Quit Claim Deed from RLH Properties

Public Content

Originating Department: Legal

Background: Several months ago, the City was approached by a representative of RLH Properties, LLC about donating 6 residential lots located on the West side of South Logan Street to the City. These properties could be utilized for residential development in an area of Carbondale that is within walking distance of the downtown area. City Council should accept the quit claim deed for these properties to hold for residential development by the Carbondale Housing, NFP.

File Attachments

[RLH Properties, LLC 2024-06-11.pdf \(486 KB\)](#)

[RLH Properties QC 2024-06-11.pdf \(276 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.10 Approval of Consent Agenda Items
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action (Consent)
Recommended Action :	Approve all Consent Agenda items not pulled for separate consideration

Public Content

8. General Business of the City Council

Subject :	8.1 A Resolution Adopting the Carbondale Economic Development Strategic Plan to Accelerate Recovery from the COVID Pandemic
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Action
Recommended Action :	Approve a Resolution Adopting the Carbondale Economic Development Strategic Plan to Accelerate Recovery from

the COVID Pandemic

Goals :

- Goal #1: Provide a high quality-of-life and foster a sense of community for all residents
- Goal #2: Establish programs, processes, and networks to address diversity, inclusion, equity, and justice
- Goal #4: Encourage progressive economic development, tourism, arts, and entertainment
- Goal #5: Provide high-quality City infrastructure
- Goal #6: Enhance residential development/rehabilitation
- Goal #7: Build on, expand, and develop new relationships with SIU and other regional entities
- Goal #8: Use the downtown master plan as a guide to revitalize the City Center

Public Content

Originating Department: Economic Development

Background:

On March 3, 2022, the Illinois Department of Commerce and Economic Opportunity (DCEO) released a Notice of Funding Opportunity for the Research in Illinois to Spur Economic Recovery (RISE) grant program. Funds from this program were to be awarded to local governments and regional economic development organizations to create or update local or regional plans to accelerate economic recovery from the COVID-19 pandemic.

On April 6, 2022, in preparation for an application to the RISE grant program, staff issued a Request for Proposal for a contractor to lead the development of the City's economic development strategic plan in order to accelerate economic recovery from the COVID-19 pandemic. Seven proposals were received, and after evaluation, the \$63,000 proposal submitted by BusinessFlare LLC was selected (see CarbondaleED_RFP_BusinessFlare 2024 06 11.pdf attached). BusinessFlare accepted the City's Professional Services Agreement that was contingent upon the award of the grant application.

On May 9, 2022, City staff submitted an application to the RISE Grant program requesting \$75,000. The grant budget was broken into two categories (No matching funds were required in this grant program):

- \$63,000 for a consultant to lead the Plan development process
- \$12,000 to reimburse for staff time administering the process

On May 24, 2022, the Council approved a Resolution Authorizing the City Manager to Enter a Professional Services Agreement Contingent upon Award of a Research in Illinois to Spur Economic Recovery (RISE) Grant to Fund the Update of the City's Economic Development Strategic Plan.

On September 14, 2022, the City received notification from DCEO of the RISE grant award.

On March 13, 2023, the City received a fully executed grant agreement.

On March 22, 2023, City staff began its working relationship with consulting firm BusinessFlare LLC, providing a large number of studies, plans and other data over a period of many weeks. A weekly call schedule between City staff and the consultants was determined at this time as well. The Existing Conditions Report, a summation of all of the consultants' research and review of existing data, can be found in Appendix A of the attached final draft Carbondale Economic Development Strategic Plan 2024 06 11.pdf.

During the week of September 11, 2023, the BusinessFlare team initiated their community engagement plan. Over the course of three weeks, BusinessFlare team members met with over 70 stakeholders about their ideas for economic development and prosperity in the City of Carbondale. These included elected officials, residents, steering committee members, economic development partners, student housing owners, large and small businesses, non-profit leaders, City staff, mobility partners, tourism and event partners, SIU students, and

leadership at both SIU and SIH, among others. Their listening sessions included small groups, a community open house, individual meetings, a survey, and video calls. During their time in Carbondale, they also toured many parts of the City and region both day and night. A summation of the findings from these community engagement activities can be found in Exhibit B of the attached final draft Carbondale Economic Development Strategic Plan 2024 06 11.pdf.

On December 12, 2023, staff received the first draft of the Carbondale Economic Development Strategic Plan, and on June 3, 2024, the final draft of the plan was completed and made available to Council members for their review. See Carbondale Economic Development Strategic Plan 2024 06 11.pdf.

It is recommended that the City Council adopt a Resolution Adopting the Carbondale Economic Development Strategic Plan to Accelerate Recovery from the COVID Pandemic.

File Attachments

[Carbondale Economic Development Strategic Plan 2024 06 11.pdf \(32,805 KB\)](#)
[CarbondaleED_RFP_BusinessFlare 2024 06 11.pdf \(2,085 KB\)](#)
[Resolution Adopting the Carbondale Economic Development Strategic Plan to Accelerate Recovery from COVID Pandemic 2024 06 11.pdf \(91 KB\)](#)

9. Adjournment of the City Council Meeting

Subject :	9.1 Adjourn meeting
Meeting :	Jun 11, 2024 - Local Liquor Control Commission and Regular City Council Meeting June 11, 2024
Type :	Procedural

Public Content

The Mayor will declare the meeting adjourned.