

Tuesday, December 10, 2024

Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
City Council Chambers, Room 108
200 South Illinois Avenue
Carbondale, Illinois 62901
6:00 p.m.

1. Preliminaries to the Local Liquor Control Commission Meeting

Subject :	1.1 Roll Call
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Procedural

Public Content

2. Citizens' Comments for the Local Liquor Control Commission

Subject :	2.1 Citizen Comments for the Liquor Commission
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	

Public Content

Citizens comments for the Local Liquor Control Commission

3. General Business of the Local Liquor Control Commission

Subject :	3.1 Local Liquor Control Commission Meeting Minutes from November 12, 2024
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Approve the minutes from the Local Liquor Control Commission meeting of November 12, 2024

Public Content

Originating Department:

File Attachments

[Local Liquor Control Commission Meeting Minutes 12 November 2024.pdf \(153 KB\)](#)

3. General Business of the Local Liquor Control Commission

Subject :	3.2 Liquor License Renewals for Calendar Year 2025
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Approve the renewal of the liquor licenses, contingent upon receipt of all outstanding items; or if the Commission wants to pull any license for separate consideration, separate motions can be made on any or all applications for renewals. Denial of license renewals should be based on one or more provisions of the State and/or City Liquor Code.

Public Content

Originating Department:City Clerk's Office

Background:

On September 27, liquor license renewal applications were emailed to licensees, with a due date of November 1.

Timeliness/Completeness of Applications for Renewal

32 establishments have submitted all outstanding items; all other locations have outstanding requirements, which must be completed before issuing their liquor license. 1 license holder submitted their renewal after the November 1 deadline and the late fee of \$500 was remitted.

Liquor Violation Reports

Attached is a report from local arrests at liquor-licensed establishments, as well as an Illinois Liquor Commission report on Underage Sales of Alcohol. There are no reports from the Building/Fire Inspector.

Minimum Percentage Requirements by License Classification

On-Premises Primary - alcohol is the principal source of revenue; there is a minimum entry age of eighteen without a special condition rider to the contrary

On-Premises Secondary - sales of alcohol are ancillary to the operation; the business shall not have as its principal source of revenue the sale of alcohol or video gaming revenues; no minimum entry age

On-Premises Secondary - Restaurant - sales of alcohol are secondary to the purpose of the business and the principal source of revenue shall come from the sale of nonalcoholic beverages and food. The minimum percentage of sales revenue for the sales of nonalcoholic beverages and food shall be 51%. No minimum entry age.

On-Premises NFP - if the principal source of revenue is from alcohol or video gaming revenues, it is an On-Premises NFP Primary; otherwise, it is an On-Premises NFP Secondary

Video Gaming Parlor - The principal source of revenue shall be video gaming revenues; the minimum entry age is 21 in the area where video game terminals are located and cordoned off from the remaining areas.

Off-Premises Primary licenses - alcohol is the principal source of revenue; there is a minimum entry age of eighteen without a special condition rider to the contrary

Off-Premises Secondary - retail sales of beer or wine in original packages by a grocery store; alcohol is not the principal source of revenue

Manufacturer - production of wine, beer, or spirits; on-premises and package sales permitted.

Business Data Report Discrepancies

The following license applications have corrections or issues relating to the data provided:

El Paisano Mexican Grill - only 9 months, not 12, were included in the business data report; however, the percentages of 83.31% from food indicate that they hold the proper classification

Yamato - Only 9 months, not 12, were included in the business data report; however, the percentages of 96.97% of revenues for food indicate that they hold the proper classification

Outstanding Fees, Fines, Taxes

Buckwater - 2nd Quarter 2024 F&B Tax

Cristaudo's- 3rd Quarter F&B taxes and late fees of \$186.28

El Paisano- Late fees of \$19.96

Flame -2nd Quarter F&B Tax

Garden Grove- 2nd Quarter F&B Tax

Home2Suites- Has not filed any F&B Tax

Indigo Event Space and Lounge Has not submitted F&B taxes for the 4th Quarter 2023 or 3rd Quarter of 2024

Key WestHas not submitted F&B taxes for 2024

Larry's- Late fees of \$53.88

Thai Taste- Late fees of \$254.46

Yamato- Late fees of \$280.56

Liquor Advisory Board Review

There was not a review by the Liquor Advisory Board as there are no members currently appointed.

Recommended Action

Approve the renewal of the liquor licenses, contingent upon receipt of all outstanding items, including the submission of all outstanding Food and Beverage taxes and late fees; or

If the Commission wants to pull any license for separate consideration, separate motions can be made on any or all applications for renewals. Denial of license renewals should be based on one or more provisions of the State and/or City Liquor Code.

File Attachments

[Alcohol Related Arrests for Licensed Establishments 12-8-23 to 11-26-24.pdf \(21 KB\)](#)

[Illinois Liquor Control Commission Underage Sales Report 08.30.2024 Carbondale.pdf \(292 KB\)](#)

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

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

[Business Data Report for 2025 Liquor License Renewals.pdf \(71 KB\)](#)

4. Adjournment of the Local Liquor Control Commission

Subject :	4.1 Time of Adjournment for Local Liquor Control Commission
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Procedural

Public Content

5. Preliminaries to the City Council Meeting

Subject :	5.1 Roll Call
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Procedural

Public Content

5. Preliminaries to the City Council Meeting

Subject :	5.2 Citizens' Comments and Questions
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 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 :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 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 Public Hearing for Sale of City-Owned Parcels of
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Land Located Along Logan Street

Meeting : Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024

Type : Public Hearing

Goals : [Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services](#)
[Goal #4: Encourage progressive economic development, tourism, arts, and entertainment](#)

Public Content

Originating Department: Economic Development

Background:

On June 11, 2024, Carbondale City Council approved the acceptance of a quit claim deed for six lots located on the West side of South Logan Street that were donated to the City by RLH Properties (See South Logan Street Parcels Map 12-10-2024.pdf attached).

The Carbondale Revised Code establishes the process for the sale of City-owned property for economic development purposes. The City of Carbondale has negotiated a contract with Spirit Energy, LLC to convey the parcels.

Spirit Energy, LLC plans to use this property to expand the Circle K gas station and convenience store. See Spirit Energy LLC Proposal to Purchase 12-10-2024.pdf attached.

Staff recommends the City Council hold a Public Hearing to hear testimony in favor of or in opposition to the conveyance of said real estate. A Resolution authorizing the conveyance of said real estate will be considered later in the agenda.

A Public Hearing is an opportunity for members of the public to share remarks regarding the subject matter of the hearing; questions and City Council comments will be addressed later in the agenda.

File Attachments

[South Logan Street Parcels Map 12-10-2024.pdf \(183 KB\)](#)

[Spirit Energy LLC Proposal to Purchase 12-10-2024.pdf \(49 KB\)](#)

7. Consent Agenda of the City Council

Subject : 7.1 City Council Meeting Minutes from November 23 and 26, 2024

Meeting : Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024

Type : Action (Consent)

Recommended Action : Approve the minutes from the Special City Council Meeting of November 23 and the Regular City Council Meeting of November 26, 2024

Public Content

Originating Department: City Clerk's Office

File Attachments

[Regular City Council Meeting Minutes 2024-11-26.pdf \(186 KB\)](#)
[Special City Council Meeting Minutes 23 November 2025.pdf \(186 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.2 Approval of Warrant for the Period Ending: 11/22 /2024 for the FY 2025 Warrant 1499 in the Total Amount of \$6,333,055.52
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action (Consent)
Recommended Action :	Accept the following report of payments made for the period ended: 11/22/2024 totaling \$6,333,055.52
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

File Attachments

[Warrant 1499 2024-12-10.pdf \(381 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.3 Resolution Authorizing the Interim City Manager to Execute a Professional Services Contract with AssuredPartners LN, LLC to be the City of Carbondale's Broker for Employee Benefit Plans Including but Not Limited to Employee and Retiree Health, Dental, Vision, and Life Insurances
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action (Consent)
Recommended Action :	Approve a Resolution authorizing the Interim City Manager to execute a professional Services contract with AssuredPartners LN, LLC to be the broker for Employee Benefit plans including but not limited to Employee and Retiree Health, Dental, Vision, and Life Insurances
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

The City of Carbondale switched to a self-insured health insurance plan effective for Fiscal Year 2018. Via the use of self-insurance the City has been able to keep annual increases in health insurance claims costs to an average of approximately 5% per year. While these increases are substantially lower than remaining on the double-digit increasing trend of previous full-insured plans, we have been provided with the opportunity to lower claims costs in an attempt to "reset the curve".

The City has received a proposal to join Southern Illinois Healthcare's (SIH) direct-to-employer health plan Quality Health Partners of Southern Illinois (QHP) via AssuredPartners LN, LLC. The City has utilized a direct-to-employer model with Barnes-Jewish (BJC) Hospital and Washington University Health Care Services. However, the savings that the plan offers are limited due to the distance to care for our employees/retirees/members. A majority of the City's claims are from SIH providers and facilities. By adding the SIH QHP plan offered only through AssuredPartners LN, LLC the city can potentially save hundreds of thousands of dollars.

The change in joining the QHP plan is only available by changing our broker of record from Dimond Brothers, LLC to AssuredPartners LN, LLC. The members of the group would still be covered under the same HealthLink PPO policy, with the same Direct-to-Employer model with BJC and Washington University. The Standard would remain as the City's provider for Dental/Vision/Life, AmWins would provide supplemental Medicare coverage for our members over 65, and Smith Rx would continue to provide prescription drug benefits. The Broker Service Agreement runs for 1 year (January 1, 2025 - December 31, 2025) with an auto-renewal for 2026. Monthly fees for service are under negotiation and will be based on a per-employee per-month basis.

Cost estimates are not yet available for FY 2026 benefits, but there are expected savings due to the increased QHP discounts.

File Attachments

[Resolution Authorizing CM to enter into contract with AssuredPartners NL LLC to serve as broker for insurance 2024-12-10 JS.pdf \(117 KB\)](#)
[APNL Exclusive Broker Services Agreement with Fixed and Renewable Term - City of Carbondale 2024-12-10 \(2\).pdf \(704 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.4 Resolution Authorizing the Interim City Manager to Enter into an Economic Development Tax Increment Financing Agreement with S L Conover, LLC for a Redevelopment Project at 705 West Main Street
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action (Consent)
Recommended Action :	Approve the Resolution Authorizing the Interim City Manager to Enter into an Economic Development Tax Increment Financing Agreement with S L Conover, LLC for a Redevelopment Project at 705 West Main Street
Goals :	Goal #1: Provide a high quality-of-life and foster a sense of community for all residents Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services Goal #6: Enhance residential development/rehabilitation

Public Content

Originating Department: Economic Development

Background:

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

Attached for consideration by the City Council is a redevelopment agreement between the City and S L Conover, LLC for reimbursement of a portion of the costs to redevelop the property at 705 West Main Street. The subject property is located within TIF #2 and as a result, the developer is eligible to receive reimbursement through TIF.

The property at 705 West Main is located within the City's Professional Administrative Office/Residential (PAR) zoning district. Local business Confluence Books is located at this location. Renovations include electrical upgrades, plumbing repairs, new windows, and other substantial improvements to the property.

Under the terms of the redevelopment agreement, the City will reimburse the developer for eligible costs estimated to total approximately \$30,000, which is the developer's cost of renovating the existing structure.

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

Recommended Action:

It is recommended that the City Council approve a resolution authorizing the Interim City Manager to enter into an economic development tax increment financing agreement with S L Conover, LLC for a redevelopment project at 705 West Main Street.

File Attachments

[S L Conover, LLC \(705 W Main\) Redevelopment Agreement 2024-12-10.pdf \(215 KB\)](#)
[Resolution Approving TIF Agreement with S L Conover LLC at 705 West Main Street 2024-12-10.pdf \(90 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.5 Award of Contract for the Superblock Concession /Bathroom Project (CIP PB2501) to Evrard Company, Inc. of Marion, Illinois, in the Amount of \$1,168,500
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action (Consent)
Recommended Action :	Award the contract for the Superblock Concession

Public Content

Originating Department: Public Works-Engineering

Background:

On September 13, 2022, the City Council approved a resolution to apply to the Department of Commerce and Economic Opportunity (DCEO) for the Tourism Attractions and Festivals Grant in the amount of \$500,000 and obligating matching funds in the amount of \$538,133. The City was awarded this grant and the grant agreement was executed in January 2024. An agreement with Baysinger Architects was executed for design service in May 2024.

Bid Documents were prepared for the Superblock Concession/Bathroom (CIP PB2501) and the bid was advertised in the Southern Illinoisan on Saturday, November 2, 2024. Bid invitations were sent to sixteen (16) contractors and four (4) plan houses as shown on the attached certificate. Six (6) contractors purchased Bid Documents and six (6) bids were received on December 3, 2024, as shown on the attached Bid Tabulation. The bid received in the amount of \$1,168,500 from Evrard Company Inc. of Marion, IL was the low bidder.

This project was initially budgeted at \$1,000,000 for construction. Additional funds are available in the CIP budget to cover the overage in cost. Two (2) alternates were added to the bid for additional sidewalk improvements, but it is recommended to award only the base bid at a cost of \$1,168,500 to Evrard Company Inc. of Marion, IL and the City will consider the additional work at a future date.

File Attachments

- [25-17 Concession & Bathroom Pavilion ADA Improvements Bid Tab 2024-12-10.pdf \(29 KB\)](#)
- [25-17 Concession & Bathroom Pavilion ADA Improvement Certificate 2024-12-10.pdf \(25 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.6 Resolution Authorizing the Interim City Manager to Enter into a Professional Services Agreement for Social Media Management & Content Creation
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action (Consent)
Recommended Action :	Approve a Resolution Authorizing the Interim City Manager to Enter into a Professional Services Contract with a Social Media Management & Content Creation Company
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

Public Content

Originating Department: Tourism & Special Events

Background:

Social media has transformed how cities communicate with residents, promote tourism, and build community trust. For the City of Carbondale, professional management of the City's social media presence is critical to achieving its strategic goals of fostering inclusivity, driving economic growth, and maintaining transparency.

To enhance high-level marketing efforts and address gaps in unified city branding, the City needs expert support to manage, assess, audit, and align messaging with changing consumer preferences. Partnering

with **Late Night Swim**, a firm with extensive expertise in social media management and professional photography, ensures Carbondales digital platforms reflect the city's unique identity and priorities. This partnership will reduce the need for additional in-house staff, and provide a cost-effective solution that effectively communicates the City's message to a targeted audience, increases awareness of our tourism opportunities, and helps to boost local business & community promotions.

With years of experience successfully managing social media accounts for businesses, local government entities, and community organizations, Late Night Swim is uniquely positioned to elevate Carbondale's online presence. Their expertise in visually compelling storytelling, combined with deep familiarity with Southern Illinois, makes them uniquely effective in promoting the region's attractions, values, and goals.

Why Late Night Swim?

Proven Track Record in Social Media Management

Late Night Swim has years of experience crafting data-driven social media strategies tailored to local government, tourism, and public safety. Their work consistently demonstrates the ability to increase engagement, expand reach, and connect with diverse audiences.

Platform Expertise

Skilled in optimizing content for Facebook, Instagram, Twitter, and other platforms, Late Night Swim ensures that Carbondale's messaging reaches the right audiences in impactful ways.

Engagement Analytics

Their strategies are informed by robust data analysis, enabling continuous improvement and measurable results.

Professional Regional Photography

A core strength of Late Night Swim is its ability to capture Southern Illinois' beauty and uniqueness through photography. High-quality visuals are essential for tourism and community engagement, particularly on visual-first platforms like Instagram.

Visual Storytelling

By showcasing Carbondale's landmarks, natural scenery, and events, their photography enhances the city's appeal to both residents and visitors.

Local Expertise

Familiarity with the region's culture and environment ensures an authentic and compelling representation of Carbondale.

Aligned with Carbondale's Mission

Late Night Swim's work supports Carbondale's mission to:

Publicize its positive aspects through proactive communication.

Embrace and celebrate the city's diversity.

Promote tourism assets to foster economic development.

Strategic Impact on Tourism and Community Engagement

Tourism Growth

Platforms like Instagram have been shown to influence 78% of Americans when choosing travel destinations. Late Night Swim's expertise in high-quality visuals and regional photography will help position Carbondale as a must-visit destination.

By promoting events like the "Off the Rails" concert series and Carbondale Halloween, Late Night Swim will enhance visibility and attendance, boosting the local economy.

Community Engagement

Professional social media management ensures consistent visuals and messaging that resonates with residents and visitors, fostering a sense of community and trust.

Late Night Swims use of inclusive and representative content aligns with Carbondales commitment to equity and inclusion.

Public Safety Messaging

For the Carbondale Police Department, Late Night Swim provides the skills to craft clear and timely messages, build trust, and engage with residents on safety initiatives.

Deliverables

Under this contract, Late Night Swim will provide:

Cohesive branding for the City, Police Department, and Tourism platforms.

High-quality regional photography to support tourism and community narratives.

Consistent, professional management of social media accounts.

Data-driven strategies to evaluate ROI and refine campaigns.

Late Night Swims extensive experience in social media management and expertise in professional regional photography uniquely qualify them to lead Carbondales digital communications efforts. Their work will help to amplify Carbondales identity, drive tourism, enhance community trust, and ensure transparent and effective communication. By partnering with Late Night Swim, Carbondale is investing in a proven, professional solution to achieve its long-term goals.

The City did not solicit bids or an RFP due to the nature of the work being of a professional and artistic nature and is subject to a written contract. Approval of the contract only requires a majority vote of the City Council Members present.

File Attachments

[Professional Services Contract - Late Night Swim 12-10-2024.pdf \(182 KB\)](#)

[Exhibit A - Late Night Swim Scope of Work 12-10-2024.pdf \(3.631 KB\)](#)

[Exhibit B - Late Night Swim Additional Services 12-10-2024.pdf \(19 KB\)](#)

[Resolution Authorizing the ICM to Enter into a Professional Services Contract for Social Media Management & Content Creation 12-10-2024.pdf \(89 KB\)](#)

7. Consent Agenda of the City Council

Subject :	7.7 Approval of Consent Agenda Items
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 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 Ordinances Abating the 2024 Tax Levies for General Obligation Bonds
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Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Approve the Ordinances abating the 2024 Debt Service Tax Levies for the 2011, the 2020A, and the 2022 General Obligation Bonds.
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

Ordinance Abating the 2024 Tax Levy for 2011 Water and Sewer General Obligation Bonds Debt Service

Background and Summary:

On February 9, 2011, the City Council adopted Ordinance No. 2011-10 which provided for the issuance of \$1,100,000 in General Obligation Bonds for the financing of the construction of the Equalization Basin for the Northwest Wastewater Treatment Plant.

The proposed ordinance abates the 2024 tax levy for the entire debt service amount required in the amount of \$76,193. The abated levy funds will be replaced with general revenues of the City's Water & Sewer Fund.

Ordinances Abating the 2024 Tax Levy for the 2020A Series General Obligation Refunding Bonds

Background and Summary:

On June 9, 2020, the City Council adopted Ordinance No. 2020-19, which provided for the issuance of \$6,850,000 General Obligation Refunding Bonds which refunded the 2010A Series General Obligation Bonds and the Series 2011 General Obligation Bonds. The 2010A Series bonds were issued by Ordinance No. 2010-25 which provided funding for the construction of the public safety center. The 2011 Series General Obligation Bonds were issued by Ordinance No. 2011-51 adopted on October 4, 2011, for the refunding of 2004 Series General Obligation Bonds (\$3,825,000) originally issued to fund construction of the Civic Center/City Hall and to fund construction of a new No. 2 Fire Station (2,800,000).

The Bond Ordinance No. 2020-19 refunded the series 2010A bonds and the series 2011 bonds and provided for the debt service on the 2020A Series General Obligation Bonds to be paid by a direct annual property tax levy. The proposed ordinance abates the 2024 Tax levy for the entire debt service amount required in the amount of \$544,400. The abated levy funds will be replaced with general revenues of the City's General Fund.

Ordinances Abating the 2024 Tax Levy for the 2022 Series Taxable General Obligation Bonds

Background and Summary:

On January 25, 2022, the City Council adopted Ordinance No. 2022-04, which provided for the issuance of \$40,585,000 Taxable General Obligation Bonds which were utilized to fund the Carbondale Fire and Police Pension Plans to 100%.

The Bond Ordinance No. 2022-04 provided for the debt service on the 2022 Series Taxable General Obligation Bonds to be paid by a direct annual property tax levy. The proposed ordinance abates the 2023 tax levy for the entire debt service amount required in the amount of \$2,974,521. The abated levy funds will be replaced with general revenues of the City's General Fund and 1/2 of the Food and Beverage Tax revenues from the Package Liquor and Food and Beverage Tax Fund.

File Attachments

- [Ordinance Abating 2024 Tax Levies on 2011 Water Sewer Bonds 2024-12-10.pdf \(106 KB\)](#)
- [Ordinance Abating 2024 Tax Levies on 2020 Series A Bonds 2024-12-10.pdf \(106 KB\)](#)
- [Ordinance Abating 2024 Tax Levies on 2022 Series Bonds 2024-12-10.pdf \(106 KB\)](#)

8. General Business of the City Council

Subject :	8.2 Ordinance Adopting the 2024 Property Tax Levy
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Approve an Ordinance adopting the 2024 Tax Levy in the amount of \$2,271,850 (\$1,035,331 City Purposes, \$1,236,519 Library General Operating Purposes)
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

The City Council reviewed the recommended 2024 tax levy at the November 12, 2024, Council meeting for the Truth in Taxation Act determination. The 2024 tax levy provides the revenues for the City's fiscal year 2026, which runs from May 1, 2025, through April 30, 2026.

The property tax levy for 2023 was \$1,744,094 for public safety pensions, \$203,530 for street lighting, and \$4,811,844 for debt service for the 2011, 2013, both 2020 A&B, and the 2022 Series General Obligation Bonds. This levy was partially abated, resulting in a net \$1,035,331 public safety pension levy extension. For 2024, the staff submitted a recommended tax levy, less abatements, of \$1,035,331 for partial funding of public safety pensions, an increase of \$0 (0.0%) over the extended 2023 levy, for the extended taxes received this year. Following discussion at the November 12, 2024, Council meeting, City Staff has prepared the recommended 2024 levy with an amount equal to a 0.000% increase. Therefore, for 2024, the tax levy, less abatements, of \$1,035,331 for the partial funding of public safety pensions, an increase of \$0 (0.000%) above the 2023 levy, for the extended taxes received this year. As in prior years, the required levy amounts (\$3,595,114) for debt service of the General Obligation Bonds and (\$203,130) for street lighting are abated.

The Public Library Tax Levy, as submitted by the Library's Board of Trustees, amounts to \$1,236,519 for General Operating Purposes. This is a \$36,007 increase over the prior year's extended levy of \$1,200,512, or 2.999%. In accordance with State law, the City Council must adopt the tax levy approved by the Library Board.

The total Municipal Property Tax Levy, consisting of the City Government Purposes Levy and the Library Purposes Levy is \$2,271,850.

File Attachments

- [Ordinance Adopting the 2024 Property Tax Levy 2024-12-10.pdf \(104 KB\)](#)
- [Tax Levy Ordinance Table Part 1 2024-12-10.pdf \(63 KB\)](#)
- [Tax Levy Ordinance Table Part 2 2024-12-10.pdf \(50 KB\)](#)

8. General Business of the City Council

Subject :	8.3 Ordinance Establishing the 2024 Tax Levy for the Downtown Special Services Area Number One
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Approve the Ordinance adopting the 2024 Tax Levy in the amount of \$51,874.03 for the Downtown Special Service Area Number One
Goals :	Goal #3: Demonstrate fiscal responsibility and transparency while providing high-quality City services

Public Content

Originating Department: Finance

Background:

The City Council adopted Ordinance No. 2001-42 on October 2, 2001, which authorized the extension and expansion of the Downtown Special Service Area Number One in the City of Carbondale, Illinois. The Ordinance extended for another five (5) years the Special Service Area, which was established by the City Councils adoption of Ordinance No. 96-25 on March 19, 1996, and also expanded the boundaries by adding several properties on North Illinois Avenue. Also, the Ordinance reduced the maximum tax levy rate from \$0.56 per \$100 of Equalized Assessed Valuation (as was set at the time the Downtown Special Service Area was established) to \$0.54 per \$100 of Equalized Assessed Valuation, and set a sunset provision for the SSA to cease on December 31, 2007.

On July 18, 2006, the City Council again authorized an extension and expansion of the Downtown Special Service Area Number One. With the adoption of Ordinance No. 2006-45, the Downtown Special Service Area Number One was extended for another five years, and its boundaries were expanded by adding properties on East Main Street. Also, the maximum tax levy rate was reduced from \$0.54 per \$100 to \$0.48 per \$100 of equalized assessed valuation.

On November 13, 2012, the City Council again authorized an extension of the Downtown Special Service Area Number One. With the adoption of Ordinance No. 2012-52, the Downtown Special Service Area Number One was extended for another five years. The maximum tax levy rate was left at \$0.48 per \$100 of equalized assessed valuation.

On November 7, 2017, the City Council again authorized an extension of the Downtown Special Service Area Number One. With the adoption of Ordinance No. 2017-46, the Downtown Special Service Area Number One was extended for another five years. The maximum tax levy rate was left at \$0.48 per \$100 of equalized assessed valuation.

On December 13, 2022, the City Council again authorized an extension of the Downtown Special Service Area Number One. With the adoption of Ordinance No. 2022-41, the Downtown Special Service Area Number One was extended for another five years. The maximum tax levy rate was increased to \$0.56 per \$100 of equalized assessed valuation.

The Special Service Area Number One Tax Levy Ordinance provides for the recommended amount of \$51,874.03 to be levied on the properties within the boundaries identified by the Ordinance; this is an increase of \$1,314.54 or 2.6% of the amount levied in the previous year.

Recommended Action: It's recommended that the City Council approve an Ordinance establishing the 2024 tax levy for Downtown Special Service Area #1 in the amount of \$51,874.03.

File Attachments

- [Ordinance Establishing the 2024 Tax Levy for Downtown Special Service Area Number One 2024-12-10.pdf \(113 KB\)](#)
- [Exhibit 1 Map of SSA 2024-12-10.pdf \(4,203 KB\)](#)
- [SSA Letter 2024-12-10.pdf \(89 KB\)](#)

8. General Business of the City Council

Subject :	8.4 Review of Community Investment Program (CIP) Checklist Items for Proposed New Projects
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Review and concur with staff recommendations, make new recommendations, and/or suggest additional projects for the Community Investment Program (CIP)

Public Content

Originating Department: Public Works-Engineering

Background:

Each year, citizens are invited to suggest projects for the Community Investment Program (CIP) that will improve their neighborhood or the community at large. The proposed projects submitted by citizens for the upcoming FY2026 budget year are attached as Exhibit A. The City Council is asked to review all of the projects received from citizens and staff and indicate if the recommendations are appropriate. City Council members may also propose new CIP projects during this review of the CIP program. The projects proposed for FY 2026 will be prioritized by the City staff and placed in the 5-year CIP program based on funding availability. The CIP will be brought back to the City Council for review and approval during the FY 2026 City budget process.

Recommended Action:

The City Council is asked to review and concur with staff recommendations, make new recommendations, and/or suggest additional projects for the Community Investment Program (CIP).

File Attachments

[FY 2026 CIP Suggestions to City Council 2024-12-10.pdf \(220 KB\)](#)

8. General Business of the City Council

Subject :	8.5 An Ordinance Declaring Certain Real Property as Surplus and Authorizing the Interim City Manager to Execute a Contract for Sale of Real Property Located Along South Logan Street to Spirit Energy, LLC and to Authorize the Mayor to Execute a Quit Claim Deed for Conveyance of Said Land
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Approve an Ordinance Declaring Certain Real Property as Surplus and Authorizing the Interim City Manager to Execute a Contract for Sale of Real Property Located Along South Logan Street to Spirit Energy, LLC and to Authorize the Mayor to Execute a Quit Claim Deed for Conveyance of Said Land

Public Content

Originating Department: Economic Development

Background:

On June 11, 2024, Carbondale City Council approved the acceptance of a quit claim deed for six lots located along the West side of South Logan Street that were donated to the City by RLH Properties (See South Logan Street Parcels Map 12-10-2024.pdf attached).

The Carbondale Revised Code establishes the process for the sale of City-owned property for economic development purposes. The City of Carbondale has negotiated a contract with Spirit Energy, LLC to convey the parcels for \$50,000.00 (See Carbondale-Spirit Energy Sales Agreement 12-10-2024.pdf).

Spirit Energy, LLC plans to use this property to expand the Circle K gas station and convenience store. (See Spirit Energy LLC Proposal to Purchase 12-10-2024.pdf).

A notice of the proposed land sale must be published at least 7 days, but no longer than 30 days, prior to a public hearing before the City Council. The notice was published in the Southern Illinoisan on November 30, 2024. See Public Notice Land Sale 12-10-2024.pdf attached.

As part of this transaction, the City of Carbondale will issue a quit claim deed for the property mentioned above.

Recommended Action:

It is recommended that the City Council approve an Ordinance declaring certain real property as surplus and authorizing the City Manager to execute a contract for the sale of land to Spirit Energy, LLC for property along South Logan Street and to authorize the Mayor to execute a quit claim deed for conveyance of said land.

File Attachments

- [South Logan Street Parcels Map 12-10-2024.pdf \(183 KB\)](#)
- [Carbondale-Spirit Energy Sales Agreement 12-10-2024.pdf \(403 KB\)](#)
- [Quit Claim Deed South Logan Street 12-10-2024.pdf \(94 KB\)](#)
- [Spirit Energy LLC Proposal to Purchase 12-10-2024.pdf \(49 KB\)](#)
- [Public Notice Land Sale 12-10-2024.pdf \(1.614 KB\)](#)
- [Exhibit A - Carbondale-Spirit Energy Sales Agreement 12-10-2024.pdf \(403 KB\)](#)
- [An Ordinance Declaring Certain Real Property Surplus and Authorizing ICM to Enter into a Contract for Sale of Real Property on S Logan Street to Spirit Energy LLC 2024-12-10.pdf \(104 KB\)](#)

8. General Business of the City Council

Subject :	8.6 Resolution Authorizing the Acceptance and Execution of a Grant Agreement from the Illinois Department of Commerce and Economic Opportunity in the Amount of \$98,593 to Develop and Initiate a Strategic Marketing Plan and an Ordinance Approving a Budget Adjustment to Increase the FY2025 Support Services Budget in the Amount of \$98,593
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Action
Recommended Action :	Approve a Resolution Authorizing the Acceptance and Execution of a Grant Agreement from the Illinois Department of Commerce and Economic Opportunity in the Amount of \$98,593 to Develop and Initiate a Strategic Marketing Plan and an Ordinance Approving a Budget Adjustment to Increase the FY2025 Support Services Budget in the Amount of \$98,593
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 #8: Use the downtown master plan as a guide to revitalize the City Center

Public Content

Originating Department: Economic Development

Background:

On May 24, 2024, the City of Carbondale was notified that it had qualified to apply for \$98,593 in funding with no matching funds requirement under the Energy Transition Community Grant (ETCG) program (see Phase 2 Letter - City of Carbondale 12-10-2024.pdf attached). The ETCG is an initiative under the Climate and Equitable Jobs Act (CEJA) that provides funding for communities impacted by fossil fuel plant or coal mine closures or significant reductions.

Eligible uses for these funds must address the economic and social impact on the community or region of the plant or mine retirement or transition. An application proposing to use these grant funds to develop and initiate the execution of a strategic marketing plan was submitted on July 30, 2024. The stated intent of the plan was to continue the City's efforts to diversify and integrate Carbondale's economy, and create additional opportunities for its businesses and residents.

On August 21, 2024, the City was notified that the application for the grant had been approved (See ETCG Grant Approval Letter 12-10-2024.pdf attached).

On November 26, 2024, the City received the formal Notice of Grant Award/Grant Agreement (See Notice of Grant Award 12-10-2024.pdf attached). The Scope of Work indicates that the City will use the grant funds to develop, initiate, and execute a strategic marketing plan. The marketing plan project will begin by creating and publishing a request for proposal to identify and select an outside organization that will lead the development of the plan through extensive public engagement activities. After plan completion and subsequent adoption by the Council, an advertising firm will be engaged to develop branding and marketing services such as ad buys and development.

The need for a strategic marketing plan is evident. The most recent marketing plan staff has been able to locate is from 2002 (See 2002 Marketing Plan 12-10-2024.pdf attached), and the only other marketing-related initiative staff is aware of is the rebranding campaign completed in 2018 (see Carbondale Research & Strategy Presentation 2024-07-23.pdf). While this 2018 rebranding effort provides important insight into the perceptions the broader public had of the City at that time, it included no marketing action items.

Recommendation: It is recommended that the Council approve a Resolution Authorizing the Acceptance and Execution of a Grant Agreement from the Illinois Department of Commerce and Economic Opportunity in the Amount of \$98,593 to Develop and Initiate a Strategic Marketing Plan and Adopt an Ordinance Approving a Budget Adjustment to Increase the FY2025 Support Services Budget in the Amount of \$98,593

File Attachments

[Phase 2 Letter - City of Carbondale 12-10-2024.pdf \(314 KB\)](#)

[ETCG Grant Approval Letter 12-10-2024.pdf \(110 KB\)](#)

[Notice of Grant Award 12-10-2024.pdf \(551 KB\)](#)

[2002 Marketing Plan 12-10-2024.pdf \(1.175 KB\)](#)

[Carbondale Research & Strategy Presentation 12-10-2024.pdf \(3.751 KB\)](#)

[Resolution Authorizing the Mayor to Enter Into a Grant With the Illinois DCEO to Develop a Marketing Plan 12-10-24.pdf \(10 KB\)](#)

[Exhibit A-Budget Adjustment DCEO Marketing Plan Grant 12-10-2024.pdf \(122 KB\)](#)

9. Adjournment of the City Council Meeting

Subject :	9.1 Adjourn meeting
Meeting :	Dec 10, 2024 - Local Liquor Control Commission and Regular City Council Meeting December 10, 2024
Type :	Procedural

Public Content

The Mayor will declare the meeting adjourned.