
**SYCAMORE CITY COUNCIL – REGULAR MEETING
MINUTES OF JANUARY 20, 2003**

ROLL CALL

Mayor John Swedberg called the meeting to order and Clerk Candy Smith called the roll. Those Alderpersons present were: Alan Bauer, Pam Blickem, Barbara Leach, Cheryl Maness, Pete Paulsen, Chuck Stowe and Janice Tripp. Alderperson Andrew Larson was absent.

INVOCATION

Pastor Dale Johnson of the First Baptist Church gave the invocation

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion

Alderperson Stowe moved to approve the agenda and Alderperson Leach seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderpersons present voted aye. Motion carried 7 - 0.

AUDIENCE TO VISITORS

None

CONSENT AGENDA

- A. Approval of the Minutes of the Regular City Council Meeting of January 6, 2003;
- B. Payment of the Bills for January 20, 2003 in the amount of \$1,041,107.34.
- C. Plan Commission Minutes for the Meeting of December 9, 2002.

Motion

Alderperson Blickem moved to approve the Consent Agenda and Alderperson Maness seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderpersons present voted aye. Motion carried 7 - 0.

PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.

- A. Introduction of our newest firefighter, Pat Dulzo

Chief Riddle introduced Patrick Dulzo as the 19th career firefighter who came with experience as a Roberts Park POC firefighter. Chief Riddle said that Firefighter Dulzo came from Burbank with his wife Katie and son, David. Clerk Smith swore-in Firefighter Dulzo.

Mayor Swedberg announced there would be a Manager-Council Ad Hoc Committee meeting February 5, 2003 at 7:00 p.m. and the community informational meetings would be held at the grade schools the four Thursdays in March. Mayor Swedberg informed Council that the Relay for Life kickoff would be held January 27, 2003 at Resource Bank. He said the event was scheduled for June 21 – June 22, 2003 at the Sycamore High School. Mayor Swedberg displayed a plaque presented to the City from the Relay for Life Committee.

Aldersperson Paulsen expressed concern regarding several Landahl subdivision intersections with no stop or yield signs. Mr. Nicklas said he would assign Superintendent Busse, Chief Thomas, and Engineer Brady to review the intersections and he would report at the next meeting. Mayor Swedberg suggested that traffic control signs might be assigned when passing the development plan. Engineer Brady said he would keep a closer look, but if intersections did not qualify, rules of the road should be followed. Mayor Swedberg said that developers would absorb the cost if approved at the developmental stage. Aldersperson Blickem disagreed that every street would need signs. Aldersperson Paulsen said in case of automobile accidents, signs would help assign fault. Chief Thomas said signs were not warranted at all intersections and should be considered individually.

REPORT OF OFFICERS

Administrator – Bill Nicklas asked Chief Thomas to get specific Landahl Subdivision intersections from Aldersperson Paulsen to review. Mr. Nicklas stated there would be a special Plan Commission meeting January 27, 2003 to discuss principal planning issues for the revision of the Comprehensive Plan. Mr. Nicklas reported that at a Public Works Building opening ceremony thanks were given and he wanted to publicly thank Engineer John Brady who was the project manager. Mr. Nicklas said the budget meetings were scheduled for March 24, 25, and 27 and Thursday the 28th if needed. Mr. Nicklas was concerned that the Thursday might conflict with the Council-Manager community meeting.

Engineer – John Brady - no report

Building & Zoning - Lyle Doty handed out the 2002 Building Report and said once Council had a chance to review it, he would welcome their questions or comments. Mr. Doty reported that residential building increased 37% over the previous year.

Treasurer – Ken Mundy – no report

Fire Chief – Bill Riddle reported that the Fire Department performed an elevator rescue freeing a citizen from a 3rd-floor elevator. Chief Riddle also reported that he and Union President Jack Spartz successfully completed the first Fire Service Leadership Partnership Conference. Chief Riddle explained that the focus of the conference was for Fire Chiefs and Union Presidents to learn pro-active approaches to labor-management relationships. Firefighter Spartz said he thought it was a good experience to look at both sides of conflict between labor and management.

Police Chief – Don Thomas reported that the Sycamore News sponsored the battle of the badges blood drive and presented a plaque to Chief Riddle for the Fire Department's victory.

Public Works Supt. – Fred Busse thanked everybody who took the time to walk through the Public Works Building.

Water Supt. – Ebe Smith – no report

REPORT OF STANDING COMMITTEES

Finance – Chairperson Pam Blickem reminded everybody of the upcoming budget meetings.

Ordinance – no report

Police & Fire - no report

Sewer & Water – no report

Streets & Walks –no report

PUBLIC HEARING

None

ORDINANCES

None

RESOLUTIONS

A. Resolution No. 423—Adopting a Downtown Improvement Program.

Administrator Nicklas explained that last summer Council reviewed drafts of an administration proposal to implement a revolving loan program for the downtown business district. Mr. Nicklas said this resolution codified the transfer of \$50,000 from the General Fund reserve establishing a new "Downtown Revolving Loan Fund."

Aldersperson Blickem inquired if the approval by the Architectural Review Committee needed to be returned to Council for approval. Administrator Nicklas said the Committee would review the applications and Council would need to vote on the money to be loaned. Mayor Swedberg said the Committee was being formed with care with a Council member, an architect, a citizen at large and two more unknowns. Aldersperson Blickem said she did not want to slow the process down with the Council discussing design.

Motion

Aldersperson Bauer moved to adopt Resolution 423 and Aldersperson Tripp seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderspersons present voted aye.

Motion carried 7 - 0.

B. Resolution No. 424—Adopting Medicare-Only Coverage (Section 218)

Administrator Nicklas explained that on September 16, 2002 the City Council took initial steps to remedy a dilemma facing 16 active police officers and firefighters who had not previously paid into Medicare. He said this resolution would enable those employees to begin paying Medicare so that when they become 65

years old it will eliminate or at least decrease the amount needed for the cost of Part A. Mr. Nicklas said this resolution would be forwarded to the State Retirement Systems of Illinois.

Motion

Aldersperson Blickem moved to adopt Resolution 424 and Aldersperson Paulsen seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderspersons present voted aye. Motion carried 7 - 0.

CONSIDERATIONS

A. Consideration of a Preliminary Administration Report on the Proposed FY2003-2004 General Fund Budget.

Administrator Nicklas explained that on the revenue side of the budget there were shortfalls in some key areas. He highlighted state-shared revenues being down about \$66,000, the closing of Kmart creating a loss of about \$150,000, and a slump in natural sales tax growth. Mr. Nicklas said that on the bright side the restaurant/bar tax generated \$88,000 more than predicted and Brian Bemis Automotive Group's would have their new foreign imports facility open in October and would generate a projected \$38,000. He said there was a gap of about \$360,000 and recommended a number of options for increasing general revenues:

- Increase the building plan review fee from \$80 to \$100 for single-family homes. This will generate another \$2,000.
- Increase the building permit fees for the three types of new residential construction (see Section 9-2-4 of the City Code). The present charge is 10 cents per square foot of living area. I think 15 cents is more reasonable and still competitive. This may net an additional \$15,000-\$20,000 per year.
- Increase the engineering plan review fees (see Section 10-5-4 of the City Code). The present fee is 2% of the total estimated costs of the required public and private land improvements (excluding buildings). We might consider an increase to 2.5% to 3%, which would bring in another \$16,000 to \$22,500.
- Double our liquor license, dog license, and electrical license fees to yield an additional \$38,000.
- Increase our land annexation fee from \$1,000 an acre to \$2,000. The increase would generate an estimated \$30,000 in new revenue.
- Impose a telecommunication tax. Based on our consultation with Larry Frang of the Illinois Municipal League and City of DeKalb officials (DeKalb imposes a 6% tax), it is estimated that the return on a 1% tax will be around \$50,000 for a ten-month period. A 5% tax would yield an estimated \$250,000 over the period July 1, 2003 to April 30, 2004. The expected impact on residents would be about \$18 per year, or about \$1.50 per month.

Mr. Nicklas highlighted the expenditure proposals to maintain services while maintaining a balanced budget:

- no new hires;
- wage and salary increases to incorporate union contractual increases and the management pay plan. The Administrator's salary would be frozen for FY04;

- commodities and contractual services are generally frozen at FY03 levels, with the exception of upward revisions to meet our insurance requirements (General Fund Support budget) and the contractual agreement for dispatching services with DeKalb County (Police department budget);
- no increase in the General Fund contingency account.
- no increases in the Administration budget for moving expenses or new furniture and equipment for the Henderson building, or the new offices (Engineering and Building) in the former Street garages, although such expenses will surely arise.

Aldersperson Leach said she would prefer to focus on the areas of growth before taxing the citizens.

Aldersperson Paulsen said the Telecommunication tax would place a huge burden on businesses with many phone lines. He said he would prefer to tax the additional growth since they were the reason for the increased services required. He suggested increasing building fees higher than proposed to pay for those increased services as well as looking at a 3% Telecommunication tax.

Aldersperson Maness said she agreed with raising the building fees and thought the Telecommunication tax would generate the money needed with little burden to the residents.

Aldersperson Tripp suggested increasing the annexation fees to \$3000 in order to allocate \$1000 to the sewer fund.

Aldersperson Bauer said the Telecommunication tax was the most offensive and did not agree with imposing it.

Aldersperson Stowe said to increase fees for development as much as possible and felt the Telecommunication tax would fairly burden those with more phone lines who could afford it.

Mayor Swedberg suggested increasing scavenger fees to \$1000 per year. He said he had counted six different companies in town.

Aldersperson Blickem said the City had rejected utility taxes as an economic development tool, however, she said Sycamore was the only town in the area not imposing them and could rebate them back as an incentive. Ms. Blickem said that the City had been hit with dramatic insurance increases that were not growth issues, but a cost of doing business.

Administrator Nicklas asked Council to give direction on each revenue generating option.

Aldersperson Bauer suggested raising building plan review fees to \$200 for single-family ranch homes and \$300 for single-family 2-story homes. Administrator Nicklas said the fee needed to be tied to actual cost of time spent reviewing. Building Commissioner Lyle Doty stated that the economy in the area was not very good and this would hit the part of the economy that was doing okay. Mr. Doty said he thought this would send a bad message to the local builders. Aldersperson Maness said to keep in mind that the fees were just raised last year and Aldersperson Tripp proposed to accept the Administrator's suggested increase. Consensus was to accept the Administrator's proposed increases.

Aldersperson Bauer said he thought the liquor licenses should be increased, but wanted to wait until the committee revamped the whole system. Mayor Swedberg said he had not appointed that review committee

yet and Alderperson Maness suggested doubling the fees and have the committee review them again when it convened. Consensus was to double liquor, dog, and electrical license fees.

Alderperson Blickem said she thought they were band-aiding the problem and not looking at the long-term problem by incrementally increasing fees.

Council Consensus was to increase annexation fee from \$1000 to \$2500 with \$2000 going to the general fund and \$500 going to the sewer fund.

Alderperson Maness wanted to accept the 5% Telecommunication tax because she thought they should start with the desired amount in order to generate the money needed. Alderperson Tripp asked the Administrator to look at a full utility tax at 1%. The consensus for budget purposes was to have Mr. Nicklas research and calculate proposals for a 1% utility tax and the 5% Telecommunication tax in order to offset the \$250,000 deficit.

B. Consideration of an Administration Report on Recent Planning Initiatives.

Administrator Nicklas said that in view of the hour, he would not elaborate and simply provided the background for Council's information.

C. Consideration of the Police Department's Five-Year Strategic Plan.

Administrator Nicklas said that the report was a culmination of 18 months work and was pleased to present this to Council. Mr. Nicklas explained that not all decisions rested on money because quality of service might be compromised. He said quality of service was more important than quantity.

Police Chief Don Thomas said he had worked with the Department a year and used several resources to complete his plan. Chief Thomas said that internally he analyzed response time and conducted a citizen survey. He said that this report was his best estimate of what the Sycamore Police Department would need over the next five to ten years.

Chief Thomas reviewed the main points of his executive summary of the Strategic Plan in reverse order of priority. He said that the Department would develop annual goals and objectives, revise rules and regulations and standard operations procedures, maintain and improve programs and initiatives, identify equipment needs, implement career development and training programs, reconfigure facility space, and through staffing analysis increase the number of sworn officer from 22 to 28 over the next five year.

Chief Thomas concluded his report saying that the citizen survey reflected that the Department was doing a good job, but identified the need for more patrolling of the streets for more DUI and speeding enforcement and public safety. Chief Thomas said the only way to put more officers on the streets was to increase the total number of sworn officers.

Chief Thomas encouraged Council to review the Strategic Plan and he welcomed their comments and questions.

Alderperson Blickem complimented the Chief on his report and said she agreed that the residents wanted more services. Ms. Blickem said she lived in a thirty-five-year-old neighborhood and she wanted the police

presence. Chief Thomas said Lieutenant Johnson created a report in the plan that stated if the officers on duty diligently drove down each street, 54 miles worth of streets, they would only pass by the same house twice in twenty-four hours.

Mayor Swedberg also thanked Chief Thomas for his excellent work on the report.

Administrator Nicklas questioned how to prioritize new hires. Mr. Nicklas explained that the Chief was obligated to identify the needs; now the further complication the Council will have to wrestle with all the needs in the City. Mr. Nicklas said that his recommendation for the current fiscal year and for the next fiscal year, though unfunded, was the hiring of another police officer. Administrator Nicklas applauded Chief Thomas for his report.

Aldersperson Stowe said the next hire should be a police officer.

APPOINTMENTS

Mayor Swedberg made appointments before going into Closed Session. Mayor appointed Aldersperson Paulsen as the Chair of Streets and Walks Committee and appointed Aldersperson Leach to the Sewer & Water and Streets & Walks and Fire & Police Committees.

Motion

Aldersperson Leach moved to approve the appointments and Aldersperson Bauer seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 7 - 0.

D. Consideration of a Closed Session to Discuss Personnel Matters.

Motion

Aldersperson Leach moved to go into Closed Session at 10:00 at p.m. and Aldersperson Paulsen seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 7 - 0.

Motion

Aldersperson Bauer moved to return to Open Session at 10:09 p.m. and Aldersperson Tripp seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 7 - 0.

ADJOURNMENT

Motion

Aldersperson Stowe moved to adjourn the meeting at 10:09 p.m. and Aldersperson Tripp seconded the motion.

Voice Vote

Mayor Swedberg called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 7 - 0.

Approve:

Mayor – John L. Swedberg

Attest:

City Clerk – Candy Smith