

SYCAMORE CITY COUNCIL
AGENDA
May 1, 2006

City Council Committee Meetings

No Meetings Are Scheduled.

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Regular City Council Meeting
7:00 P.M.

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF AGENDA**
- 5. AUDIENCE TO VISITORS**
- 6. CONSENT AGENDA**
 - A.** Approval of the Minutes for the Regular City Council Meeting of April 17, 2006.
 - B.** Payment of the Bills for May 1, 2006.
- 7. PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**
 - A.** Introduction of new Fire Lieutenant Todd Turner.
 - B.** Introduction of new Assistant Fire Chief Mark Kessler.
- 8. REPORTS OF OFFICERS**
- 9. REPORTS OF STANDING COMMITTEES**
- 10. PUBLIC HEARINGS--None**
- 11. ORDINANCES**

A. Ordinance No. 2006.01—An Ordinance Approving a Grant of \$10,000 to the DeKalb County Economic Development Corporation for Services to Citizens of the City of Sycamore, Illinois. First and Second Reading.

For over a decade, the City Council’s budget has included three grant allocations. Ordinances 2005.02, 2005.03 and 2005.04 cover these grants and may be taken in omnibus fashion. For the last seventeen years, the City Council budget (701-8399) has funded an allocation to the DeKalb County Economic Development Corporation (DCEDC) to help defray organizational expenses. The grant has been accompanied by an organizational agreement (attached) setting out the reciprocal obligations of the City and DCEDC.

The proposed grant underwrites the DCEDC staff’s responses to cold calls and other inquiries concerning industrial space in Sycamore. An additional value of Sycamore’s support for the organization is access to the County’s best network of economic development officials, and a respected clearinghouse for development information. The City’s seats on the organization’s executive committee and Board assures us of a more timely and thorough access to such information. The attached agreement requires prompt follow-up on industrial leads, the maintenance of a database on Sycamore’s industrial sites and buildings, and regular reporting to the staff and Council.

In FY05, the allocation was increased for the first time since the late 1980s from \$7,000 to \$10,000 reflecting an average annual inflationary increase of 2.67%. DCEDC has requested increases from the County of DeKalb and the City of DeKalb in FY07, and will apply for additional Sycamore support under the proposed “Community Development Grant” program that is described under “Considerations,” below.

City Council approval is recommended.

B. Ordinance No. 2006.02—An Ordinance Approving a Grant of \$1,000 to the DeKalb County Community Foundation for Services to the Citizens of the City of Sycamore, Illinois. First and Second Reading.

The City Council budget (701-8399) has also historically funded a \$1,000 allocation to the DeKalb County Community Foundation to help defray organizational expenses over the past twelve years. This grant and others from local taxing bodies and private contributors helps offset the operational liabilities of the foundation and in turn optimizes the funds available for helping county agencies and new initiatives in the general welfare. Among the Sycamore agencies or groups that have been served in recent years are Opportunity House, CASA, Sycamore Child Care, VAC, Discover Sycamore, the Sycamore Chamber, the Sycamore Historical Society, the Midwest Museum, and the Sycamore Firefighters Preservation Company.

City Council approval is recommended.

C. Ordinance No. 2006.03—An Ordinance Approving a Grant of \$17,000 to the Voluntary Action Center for Services to Citizens of the City of Sycamore, Illinois. First and Second Reading.

Ordinance 2005.04 pertains to the annual allocation for services rendered to the City of Sycamore by the Voluntary Action Center (VAC). Specifically, the grant helps defray organizational expenses associated with TransVAC, which provides about 17,000 trips per year for Sycamore residents; MedVac, which provides about 300-400 trips per year to regional hospitals and other care facilities; and the Meals on Wheels program which provides about 18,000 meals for senior citizens and disabled persons in Sycamore. Only about 12% of the TransVac services and 3% of the Meals on Wheels services are offset by the proposed grant. Other VAC funding sources include state and federal grants, foundation grants, private donations, and user fees.

City Council approval is recommended.

D. Ordinance No. 2006.04—An Ordinance Amending the Fiscal Year 2005-2006 Budget. First and Second Reading.

This ordinance would amend the FY06 City Budget to fund that portion of the improvements at Wells 6 & 8 that will not be financed through the IEPA revolving loan program. At the special Council meeting of April 24, the Council awarded the contract for additions to Wells 6 & 8 to accommodate the installation of radium removal systems. The low bid from Mike Long Construction was \$1,320,000. The City's 3% contingency, if spent, would take the cost to \$1,359,600. Based on current user charges, a loan balance of \$1,050,000 remains from the 2003 IEPA loan commitment. To avoid raising user fees to fund the gap of \$309,600 (contingency included), the City Manager recommends a transfer of \$309,600 from the Water Fund reserve to the 2003 EPA Loan Fund (Fund 25).

If the Council concurs, the budget revision would be reflected as follows:

- Revise the Water Fund revenue page to show a reserve transfer of \$309,600 to Fund 25 (see attached).
- Revise Fund 25 (i.e. create a line item "25-3742: Reserve Transfer—Water Fund") to reflect the additional revenue resulting from the interfund transfer (see attached spreadsheets).

City Council approval is recommended.

12. RESOLUTIONS--None

13. CONSIDERATIONS

A. Consideration of the FY07 Downtown Improvement Grant Program

The City Council formally inaugurated a "Downtown Improvement Program" by Resolution 423 on January 20, 2003. Since its inception, the focus of the expenditures from this fund has been façade improvements.

On June 7, 2004 the initial loan program was replaced by a grant program under the same general guidelines. Examples of eligible improvements include, but are not limited to, the following:

- Removal of incompatible facades and appurtenances;
- Restoration of historic façade materials;
- Restoration of an historic building in accordance with the U.S. Secretary of the Interior's Standards for Rehabilitation;
- Painting;
- Tuckpointing;
- Repair or replacement of exterior windows and doors, including storm doors and windows;
- Installation of new signage;
- Repair or replacement of appurtenances such as railings, stairs, awnings;
- Installation of handicap accessible entrances;
- Building cleaning using approved, preservation-based methods.

A grant up to \$5,000 may be extended for each building façade. Businesses located in attached buildings or buildings with corner facades facing two public streets may be eligible for more than one grant if the desired improvement logically spans the multiple facades. The 2005 grants were as follows:

- \$11,459: 239, 245 & 249 W. State (Paulsen's Appliance);
- \$3,562.50: 326 W. State (John Hulseberg/Carter's Alley);
- \$1,175: 235 W. State (Tom Smith/The Confectionary);
- \$8,803.50: 355 W. State (Carl's Fargo/Tom & Debbie Carls).

The FY2006-2007 City Budget allocates \$20,000 toward further façade grants in the downtown area (13-8418). The FY07 grant guidelines are appended for the Council's review and approval. If approved, applications will be solicited in May, and the Architectural Committee will be convened in early June to review the applications and make recommendations to the City Council.

City Council direction is recommended.

B. Consideration of a Proposed Community Development Grant Program.

The FY2007 City Budget allocates an additional \$10,000 in the Mayor/Council budget for the support of local social and community development agencies (line item 701-8399). This is the same line item that has funded the VAC, DCEDC and Community Foundation grants over the last sixteen years. At the suggestion of individual Council members, the City Manager has prepared a draft of a program description, program goals, procedures and a variety of attachments that might formalize a fair and open process for application for these funds.

The Council is invited to review the attachments and to offer comment on the documentary shell of a "Community Development Grant Program." As you'll see, there is an effort to tie any and all allocations to some general vision for the community. That vision was borrowed, in part, from language in the 2003 Comp Plan and from other City sources. If the documents are acceptable, a request for applications can be sent to a local newspaper,

and packets can be mailed to agencies which have previously expressed interest in Sycamore's financial support, either formally or informally. At the end of the application period, the City Manager will forward all grant applications to the Council's Finance Committee for review and recommendation to the full Council.

City Council direction is requested.

C. Consideration of an Administration Request for a Closed Session to Discuss Personnel Matters.

14. APPOINTMENTS

15. ADJOURNMENT