

**SYCAMORE CITY COUNCIL**  
**AGENDA**  
**July 16, 2007**

**CITY COUNCIL COMMITTEE MEETINGS**

**6:15 P.M. Informal Workshop Meeting of the Sewer and Water Committee.**

The Public Works department invites the Sewer and Water Committee and all interested aldermen to a demonstration of a mechanical de-watering machine known as a rotary press on July 16. The manufacturer, Prime, Inc., is one of a number of vendors that produce such presses, and will make one of its machines available for a demonstration on the evening of July 16. The City has not been notified by the IEPA that its revised facility plan is acceptable, but the state agency has now reportedly begun its review of the plan submitted in August of 2006. In that plan, mechanical means for de-watering the City's sludge were proposed. There are a variety of mechanical methods for de-watering sludge, including rotary presses, belt presses, etc. The Public Works department has already viewed a range of options and is considering a rotary press more seriously at this time.

The demonstration will be simply advisory; no Committee action is expected.

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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 July 2, 2007.
  - B. Payment of the Bills for July 16, 2007.

7. **PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**

A. Introduction of new Police officers Joe Meeks and Michael Eide.

8. **REPORTS OF OFFICERS**

9. **REPORTS OF STANDING COMMITTEES**

10. **PUBLIC HEARINGS--None**

11. **ORDINANCES**

**A. Ordinance No. 2007.10—An Ordinance Concerning the Recommendation of the Plan Commission With Regard to the Petition of IRED Sycamore, LLC., Inland Real Estate Investment Corporation, and Yvonne Wolfenberger for the Approval of an Annexation Agreement with the City of Sycamore, Illinois for Property Located on the North Side of Plank Road and East of Moose Range Road, and also South of Plank Road Both East and West of Moose Range Road, and the Subsequent Annexation and Rezoning to “R-1,” One Family Residence District, Planned Unit Development and to “C-1,” Neighborhood Business District, Planned Unit Development. Second Reading.**

On June 18, the City Council considered this petition on first reading only. On July 2, further consideration of this ordinance was tabled for two reasons: first, three Council members were absent and, second, Dr. Emanuelson’s community fiscal impact study had not yet been taken up by the Mayor’s Ad Hoc Committee on Growth Management. The Ad Hoc Committee met on July 5 and heard Dr. Emanuelson present his community fiscal study. However, the Committee will not begin its substantive deliberation of the study’s policy implications until July 26. Until the study’s findings have been discussed at length by the Committee, the Council and the three other local taxing bodies considered in the fiscal study and a working consensus is reached about the policy implications, the annexation contemplated by Ordinances 2007.10 and 2007.11 should be tabled.

**Background**

A real estate development firm has filed a petition to annex and develop contiguous land within the City’s mile-and-a-half planning area for residential purposes. The last substantial residential annexation involved the Primm property at IL Rt. 23 and North Grove Road and occurred in January 2006. The property in question consists of 201.64 acres and is contiguous to the Sycamore Creek II development area. The principal petitioner, Inland Real Estate Investment Corporation, owns the property and wishes to annex the property primarily for the purpose of developing detached single-family homes.

This background report will assess the proposed annexation in detail, and in the context of existing city policy, updated housing projections, and abiding fiscal issues of interest to the City and other taxing bodies.

THE PRELIMINARY PLAN

The proposed development plan has the following features:

1. Land Uses. The table below depicts the various land uses by their relative area:

Land Use	Acres	Percentage of Gross Land Area
Single Family Lots	97.9	48.55%
Neighborhood Commercial	3.51	1.74%
Private Parks and Conservation Areas	47.4	23.51%
Public Park Land	5.79	2.87%
Public Road Right-of-Way--Internal	11.18	5.54%
Public Road Right-of-Way—External (Plank & Moose Range Roads)	35.86	17.78%
Total	201.64	100%

2. Residential Density. The gross density is 1.47 units per acre. The plan offers three lot sizes as follows:

Unit Type	No. of Units	Minimum Lot Area	% of Total Units	Acres	% of Total Acres
Single Family 80' x 125'	71	10,000 s.f.	23.91%	18.75	9.3%
Single Family 90' x 130'	194	11,700 s.f.	65.32%	62.50	31%
Single Family 100' x 180'	32	18,223 s.f.	10.77%	16.65	8.26%

3. Access. A number of features deserve note:

- a) The plan depicts a realignment of Plank Road at Moose Range Road. The annexation agreement calls for the dedication of the right-of-way at no cost to the County of DeKalb, and Inland is obligated to contribute \$250,000 toward the engineering and construction costs for the realignment (estimated to be about one-half of the overall cost) at such time as the County may request such funds.
- b) Commercial lot. Access to and from the commercial lot is from a public way on the north side of the commercial lot, connecting to Moose Range to the east.
- c) With the realignment of Plank and Moose Range Roads, the homes currently served by Plank and Moose Range Roads would be insulated from the traffic that currently passes their homes. If this subdivision was approved, these roadways would become minor residential streets and their surfaces would be maintained by the City rather than the County of DeKalb or Sycamore Township.
- d) Access to Plank Road is limited to the intersection of the newly re-configured Moose Range Road and Plank Road, and one access point that is about one-half mile east of the intersection of Devine Way and Plank Road. B&B

Development has agreed to adjust the east access point in Sycamore Creek III to align with the Inland access point east of Devine Way.

- e) The southern section (south of Plank Road will) will connect with Sycamore Creek II as well as Plank Road.
4. Bikeways. The subregional bike path that will connect Heron Creek to Sycamore Creek to Sycamore Creek II will be connected to the Inland project area, and then along the south side of the re-configured Plank Road toward the 30-acre lake dedicated to the Park District for recreational purposes in Sycamore Creek III (see the attached illustrative plan of Sycamore Creek III).
5. Open space. The plan dedicates more than a quarter of the overall land area to open space, either in the form of conservation areas to be maintained by a homeowner's association, or public park land. The City requirement for open space in a low-density planned residential development is 10% (UDO, Article 4.3.4.B.11 "Planned Development: Residential").
6. Buffer areas. Several key buffer areas are proposed:
  - A fifty-foot landscaped berm is proposed to separate the backyards of the homes in the Devine Way subdivision and the proposed subdivision.
  - The land area east of the homes that presently abut Plank Road will be undeveloped and will provide a buffer between those homes and the realigned Plank Road.

## THE ANNEXATION AGREEMENT

The principal terms of the annexation agreement are as follows:

1. The Name. The Owner is conscious of the Comp Plan's preference for a gateway image on the northeast side and is not interested in conjuring a trendy name that does not fit the City's self-image. Accordingly, it is open to local ideas for naming the proposed subdivision.
2. The Term. The agreement runs for twenty years (Section 20).
3. Performance Guarantees. The Owner shall provide an irrevocable letter of credit for the public improvements on the site (Section 13.1). If the City should ever revise its preference for this form of guarantee, other forms such as a cash deposit or subdivision bond are suggested (Section 13.1).
4. Fees. The Owner shall comply with the City's annexation and impact fees (Section 3.2; 6.1), School fees (Section 16.3) and Park fees (Section 16.2) as they may be amended from time to time. In addition, in the event that the transfer tax is held invalid or illegal, the developer will contribute \$3,000 per lot to the School District at the time of final platting of such lots, in addition to any impact fees (Section 16.1).
5. Developmental Exactions. The Owner shall comply with Ordinance 2005.60 with respect to the pace of development and permitting. The second sentence of this section modifies boiler plate language in other city annexation agreements. However, it would still allow a less restrictive pace in the event the Council allows, for instance, a two-lot subdivision to develop sooner than 2010, as occurred on Coltonville Road last year. Accordingly, the City recommends the deletion of the second sentence.

6. Water and Sewer Main Extensions. The Owner shall provide proper storm sewer, sanitary sewer and water main systems in accordance with the City's standards and at the developer's sole expense (Section 7).
7. Roadways. A considerable portion of the text (Section 9) is devoted to future roadway improvements. These may be summarized as follows:
  - Plank Road. Inland representatives and their engineering consultant have consulted with the County Engineer and City Engineer on a number of occasions to fashion a commitment to the realignment of Plank Road, which has been in the City and County comprehensive plans for many years. Inland proposes to dedicate a 100 foot right-of-way at no cost to the County of DeKalb and at the request of the County for such a realignment. In addition, based on a rough estimate of \$500,000 for the engineering and construction of this realignment, they have offered to contribute \$250,000 to the County when the County requests such funding (meaning the County could request it upon approval of the project and bank the money until ready to build the road).
  - Moose Range Road. The realignment of Plank Road also involves the realignment of Moose Range Road (please see the attached illustrative and preliminary plans). This realignment would occur at the sole and entire expense of Inland. The width of the realigned Moose Range would be 35 feet measured back to back of curb, in a 66 foot right-of-way, per the City's design standards. The small commercial parcel (3.51 acres) would have access to the realigned Moose Range Road via a lane that would also serve the existing homes on the west side and any future developed parcels in proximity.
  - Old Moose Range and Plank Roads. Once a realignment of Plank and Moose Range would occur, the existing roadways would become City streets and be maintained by the City. The former Plank Road is an asphalt section and the former Moose Range is a seal coat section. The homes that currently have access to Plank or Moose Range Roads in the vicinity of that intersection would have a quiet street for access once the realignments would occur. It should be noted that if the current Plank Road section is supplanted by the realigned roadway, it will need to be re-named.
  - Traffic Signals. The staff recommends a sharpening of the language in Sections 9.1 and 9.7 to identify the owner/developer's responsibility for the installation of traffic signals at the realigned intersection of Plank and Moose Range Roads, once warrants are established.
8. Variations. No variations from the City's codes and ordinances are requested. The proposed commercial parcel is not shown on the 2003 Future Land Use map but was preferred by the City staff as a constructive alternative to a denser townhouse or multi-family use that would fill this odd-shaped area at the realigned intersection of Plank and Moose Range Roads.

#### THE TRAFFIC STUDY

The attached traffic study performed by Kenig, Lindgren, O'Hara, Aboona, Inc. of Rosemont is very readable for the non-professional. The study concludes that the proposed development will generate 305 two-way vehicle trips during the weekday morning peak hour and 600 two-way vehicle trips during the weekday afternoon peak hour. Sixty percent

(60%) of the traffic generated by the proposed development would travel south on Plank Road; 30% would travel northeast on Plank Road; and 10% would travel north on Moose Range Road. Once the realignment of Plank and Moose Range Roads would occur and development would occur north of this intersection, it is assumed that future traffic volumes would at some point satisfy traffic warrants for a traffic signal. The timing of such a signal would require such warrants and would have to be closely monitored.

#### PACE OF DEVELOPMENT

A spreadsheet depicting the number of allowable permits per year according to Ordinance 2005.60 is attached. It is of course impossible to predict with exactitude what the permit activity will be for the balance of this year and through 2008 and 2009. The attached timeline projects a more robust pace for 2007 than 2006, but the actual pace as of this writing is slower than predicted and may approximate 2006 by the end of the year. This would push more allowable housing starts into future years. A second spreadsheet is attached that shows the first Inland permits in 2012, for discussion purposes.

#### SUMMARY

The proposed annexation agreement and preliminary plan conform to the City's long-term planning objectives. They are consistent with the City's Comp Plan, Future Land Use Map (2003), and Northeast Sub-Area Plan. The project also promises additional amenities—the realignment of Plank and Moose Range Roads, bike path extensions, and conservation of undeveloped open space—that would enhance the quality of living for residents within the proposed subdivision.

The Plan Commission considered the Inland annexation agreement and annexation petition on June 11. The Commission voted 9-2 to recommend the Inland petition, plan and annexation agreement. The City Manager supports the Plan Commission recommendation. However, it is recommended that this matter be tabled until the next regular meeting of August 6, when the Council can hear a report of the Ad Hoc Committee on Growth Management regarding the policy implications of Dr. Emanuelson's community fiscal impact study.

**B. Ordinance No. 2007.11—An Ordinance Annexing the 201.64-Acre Property Located on the North Side of Plank Road and East of Moose Range Road, and also South of Plank Road and Both East and West of Moose Range Road in the City of Sycamore, Illinois. Second Reading.**

This ordinance separately considers the Inland annexation for recording purposes. Final action on this ordinance will be contingent upon action on Ordinance No. 2007.10.

**C. Ordinance No. 2007.14—An Ordinance Amending Title 1, “Administration,” Chapter 6, “City Council,” Section 1-6-5, “Committees,” Subsection C,2 of the City Code of the City of Sycamore, Illinois. Second Reading.**

At the Council meeting of June 18, Alderman Bauer pointed out that a pending Illinois House bill would permit two members of a five-member Council committee to converse about committee business without violating open meetings provisions under state statute. This bill has not been enacted as yet. Presently, the no two members of the City Council's

four-member committees can discuss committee business outside of a public meeting of such committees—a circumstance which may, at times, circumscribe constructive discussion. It is also true that the simple creation of a five-member committee would not resolve the dilemma. In five member committees, two persons constitute the majority of a quorum. However, Rep. Pritchard’s bill (H.B. 1718) would alter this conventional parliamentary stricture and permit two members of a five member committee to converse freely about committee business.

The attached ordinance would add a fifth member to each of the Council’s standing committees. On July 2, the Council considered the ordinance on first reading only, and tabled further consideration until the legislative fate of HB 1718 is known. The City Manager recommends the tabling of this measure until the next regular meeting of August 6.

**D. Ordinance No. 2007.15—An Ordinance Amending Title 6, Motor Vehicles and Traffic,” Chapter 4, “Traffic Schedules, Section 6-4-12, “No Parking Zones,” and Chapter 4, “Traffic Schedules,” Section 6-4-8, “Speed Limits,” of the City Code of the City of Sycamore, Illinois. First and Second Reading.**

The attached ordinance adjusts speed limits at several City boundaries. The proposed changes are as follows:

- Post Airport Road at 35 mph between IL Rt. 64 and the new Well #9;
- Post the same stretch of Airport Road as a “No Parking” zone because of the soft and narrow shoulders;
- Post Bethany Road at 35 mph heading west bound at the furthest lot line east of Parkside Drive. The Police department will have to work with Cortland Township to arrange for a 45 mph reduced speed zone about 500 feet east of the present city limits on Bethany Road. This would properly step down the speed from the 55 mph limit heading westbound from Airport Road.
- Post Mt. Hunger Road at 35 mph, both eastbound and westbound, between N. Main Street and Hopkins Lane. The Police department will need to work with Sycamore Township to arrange for a 45 mph reduced speed zone about 500 feet east of the new 35 mph sign at Hopkins Lane.

City Council approval is recommended.

**12. RESOLUTIONS--None**

**13. CONSIDERATIONS**

**A. Consideration of a Recommendation from the Public Works and Engineering Departments to Award a Contract to Municipal Well & Pump for the Pump Rehabilitation at Well #8 in the Amount of \$34,823.00.**

City Engineer John Brady recently invited proposals for the following rehabilitation work at Well #8:

- The removal of the column pipe for inspection and cleaning. The column piping, which has not been cleaned or inspected since the well was put into service in 1988,

has a diameter of 10” and is assembled in 20-foot lengths for a depth of 470. The remaining depth of the well is achieved through the bore hole in bedrock.

- The removal of the oil tubing and lineshaft, airline, etc.
- The removal of the pump assembly at Well #8, the replacement of all of the existing 9-1/4 inch bronze impellers with new, 9-7/16 inch bronze impellers and new stainless steel impeller collets and bowl wear rings.
- The addition of a tenth stage to the pump assembly with the bowl assembly.
- Cleaning and inspection of all column pipe, lineshaft, bearings, couplings, etc. for wear and deterioration and the replacement of necessary parts.
- The installation of the column pipe, lineshaft, pump assembly, etc. and a new PVC carrier pipe for a pressure transducer that will monitor the water level and drawdown in the well.
- Disinfection of the well.
- Test pumping and written recording of the data for up to 8 hours of actual pumping time.

The specifications also included alternate pricing for additional work such as test pumping in excess of 8 hours, sand bailing and oil bailing to restore the borehole to its original depth, and unit costs for material repairs to such features as the column piping, lineshaft, bearings, etc.

Two firms submitted proposals: Municipal Well & Pump and Layne-Western. Their pricing is shown in the table below:

	Municipal Well & Pump	Layne-Western
Lump Sum for Work Described Above	\$34,823	\$39,600
Test Pumping	\$304/hr	\$289/hr
Sand Bailing or Oil Bailing with Rig and 2-Man Crew	\$265/hr	\$345/hr

The City Engineer, Public Works department staff and City Manager recommend a contract with Municipal Well & Pump in the base amount of \$34,823. This is a prevailing wage project and will be funded by the Water Fund and a low-interest loan from the Illinois EPA. This contract does not include unanticipated repairs that would be completed on a “cost-plus” basis.

The Council is aware that the search for a contractor for this work was prompted by the removal of Meadow Equipment as a subcontractor in the City’s general contract for a failure to perform according to the terms of the general contract. Parts including the new impellers and bowl assembly have already been purchased by the City and will be available to Municipal Well & Pump. Municipal is also ready to perform, and will accept the warranty on the parts already purchased by the City.

**B. Consideration of a \$21,000 Grant to the Voluntary Action Center.**

At the Finance Committee meeting of June 18, the Committee reviewed grant applications from a variety of local social service agencies wishing to participate in the City’s

“Community Development Grant Program,” which had a funding allocation of \$10,000 in the FY08 Mayor/Council budget (line item 701-8399). The participating agencies included the Voluntary Action Center (VAC) and the DeKalb County Economic Development Corporation (DCEDC), among others. VAC and DCEDC had previously received grants of \$17,000 and \$10,000, respectively, from the Mayor-Council budget for annual services to the City of Sycamore (see Ordinances 2007.01 and 2007.03).

The Finance Committee voted 4-0 to recommend two courses of action for the allocated but undedicated \$10,000 allocated in the FY08 Mayor/Council budget (701-8399):

- to establish a \$10,000 a “donor-advised” fund with the DeKalb County Community Foundation (DCCF) to permit the City to grant “just-in-time” assistance in the form of “opportunity” grants to local agencies of its choosing. This fund would be established at the minimum endowment threshold of \$10,000, but could grow modestly if the Council voted more funds in future years. During the Committee’s report to the Council, the Council concurred with this approach. The \$10,000 fund has been established with the County Community Foundation.
- To consider the specific grant requests of VAC and DCEDC at the July 16 meeting.

The Voluntary Action Center’s specific request is for \$21,000 to help establish a new flexible bus route service in Sycamore. As the attached information explains, the actual cost of such a service would be about \$80,000 but anticipated state grant support would cover about \$44,000 and an additional \$15,000 is expected in the form of donations from other local sources.

The proposed bus service would travel an established route with regular stops such as the Civic Apartments, Opportunity House, and the Court House, and would supplement rather than replace other paratransit services provided by VAC. Currently, the only public transportation service available in Sycamore is the VAC paratransit service. The new bus service would be accessible to the handicapped.

If the Council approves this request, the funding could be found in the Sales Tax Distributive Fund (Fund 22). Line Item 22-8634 has \$45,000 set aside for unforeseen contingencies relating to the California Street project. It is not anticipated that these monies will be needed, so the \$21,000 can be drawn from this source. It should be noted that without the City’s support, this new service cannot be established or maintained. If this service is justified by community demand, ongoing City support will also be critical.

City Council approval is recommended.

### **C. Consideration of a \$2,000 Grant to the DeKalb County Economic Development Corporation.**

Consideration of an additional grant to the DeKalb County Economic Development Corporation was also deferred at the June 18 Council meeting. DCEDC received grant monies totaling \$12,000 in 2006, including a base grant of \$10,000 and an additional grant of \$2,000 as part of the Community Development Grant program. The base grant continued a commitment made by the Council in 1988 as one of the founding public entities represented on the DCEDC board. From 1988 to 2004, the City’s annual allocation was

\$7,000. In May 2004 that allocation was increased to \$10,000. The level of public support for the agency's industrial attraction and retention efforts has always been critical, but the DCEDC board has steadily pressed for more private support. When DCEDC was jump-started in 1988, more than one-half of the support was from public sources; in 2007 about 37% of the organization's annual income is expected to come from private sources.

DCEDC had requested an increase to its base grant in the spring of 2006, as did VAC. Because of the interest of other local agencies in some City support at that time, their request for additional funding was blended with the new Community Development Grant program requests. The Council action to extend an additional \$2,000 to DCEDC (and an additional \$3,500 to VAC) was thus part of a one-year commitment, with no assurance of a similar level of funding in 2007.

During the application process for the 2007 grant program, DCEDC requested \$5,000 to expand its marketing of the Sycamore area and, in particular, the Bethany Road corridor. Now that the Council has determined that emergency or "opportunity" grants should be the focus of the limited resources (\$10,000) allocated for the Community Development Grant program, DCEDC has adjusted its request to sustain the same level of funding the agency received in 2006. By way of reference, DCEDC will receive \$35,000 from the City of DeKalb in 2007 and \$40,000 from the County of DeKalb.

What does the City of Sycamore receive for its grant support of DCEDC? As the Council is aware, the agency's focus is the attraction and retention of industrial businesses and the career jobs they represent. The proposed award 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. By annual agreement, we require 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 sum, we cannot hire consultant or in-house services on a part-time basis that could provide the same level of professional expertise for the money requested.

The City Manager recommends a sustaining grant of \$2,000 and the negotiation of a multi-year commitment when the present agreement is negotiated in the spring of 2008. In the current fiscal year, the additional \$2,000 could be found in the General Fund Contingency budget (513-8497).

**14. OTHER NEW BUSINESS**

**15. APPOINTMENTS**

**16. ADJOURNMENT**