

SYCAMORE CITY COUNCIL

AGENDA

September 17, 2007

CITY COUNCIL COMMITTEE MEETINGS

No Committee 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 September 4, 2007.
 - B. Payment of the Bills for September 17, 2007.
 - C. Plan Commission Minutes for the Meeting of August 13, 2007.
 - D. Budget Update for the Period 5/1/2007 to 9/7/2007.
- 7. PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**
 - A. Sycamore Economic Development Commission member Jim Huntley will introduce Jeff Stollard of Inlaid Woodcraft (525 Brickville Road) who will briefly describe his firm's products and services.
 - B. Proclamation Declaring October 14, 2007 as Crop Walk Day in the City of Sycamore, Illinois.

8. REPORTS OF OFFICERS

9. REPORTS OF STANDING COMMITTEES

10. PUBLIC HEARINGS

A. Public Hearing on the Proposed “Sycamore” Bus Route.

This public hearing is provided in conformance with state provisions governing the public’s right to know any changes in routes or services provided by local transit providers. Specifically, the Voluntary Action Center (VAC) which provides a variety of paratransit services to DeKalb County residents is working to provide a new flexible TransVAC route connecting the communities of Sycamore and DeKalb. On July 16 the City Council granted \$21,000 to VAC to provide a key local source of support for an extension of the Green Line now serving the City of DeKalb. The overall service is expected to cost about \$80,000 in the first twelve months; the balance of support will come from state grant revenue (\$44,000) and other local donations (\$15,000).

The new bus service has been identified by the DeKalb Sycamore Area Transportation Study (DSATS), the local Metropolitan Planning Organization (MPO) for transportation planning in the area, as one of the priorities for transit expansion. The new service will hopefully satisfy unmet needs for transportation among current VAC clients and others in the community. The new flexible route service will operate as a “route deviation service.” This means the bus will travel along an established route with regular bus stops but will also stop at other locations according to passenger requests or dispatch instructions from VAC, provided the “loop” can be consistently completed in about one hour. The route will be in service for about seven hours per day, Mondays through Fridays, except holidays.

Potential stops will include, among others, a variety of residential, commercial, and institutional centers such as

- the Civic Apartments at 350 Grant Street,
- the DeKalb County Court House,
- Opportunity House,
- Brown’s County Market,
- Kishwaukee Community Hospital,
- Illinois Department of Human Services offices at 1629 Afton Road,
- The Ben Gordon Center,
- Family Service Agency, and
- Various medical clinics along the Bethany Road corridor.

Public opinions are welcome, particularly concerning the potential bus stops.

B. Public Hearing on the Annexation of Property at the Southwest Corner of Peace Road and Bethany Road.

Background information relevant to this public hearing can be found in the staff report for Ordinance 2007.24.

11. **ORDINANCES**

A. Ordinance No. 2007.23—An Ordinance Concerning the Recommendation of the Sycamore Zoning Board of Appeals With Regard to the Petition of Art Bingham for a Variance of Article 6.5.2.E.1.d of the Unified Development Ordinance of the City of Sycamore, Illinois. First and Second Reading.

On Tuesday, September 11, the Sycamore Zoning Board of Appeals considered a petition from Art Bingham requesting a variance to allow an addition to the back of his property at 120 S. Maple Street. In the “C-2” Central Business District, there are no front or side yard setback requirements, but there is a 5-foot rear yard setback requirement in the Unified Development Ordinance (UDO). In a number of instances, older downtown buildings have no rear yard setback either.

Mr. Bingham’s interest in a variance relates to a storm water problem his property has long endured. The slope of the City’s alley which lasses along the north side of his building pushes storm water runoff across the rear of his property. Mr. Bingham wants to build a wall that will push the water that typically flows into his rear entrance back into the alley, from which it will flow into the storm drains on S. Maple Street.

The Board considered the variance request on September 11 and voted 6-0 to recommend the Council’s approval. City Council approval of the Zoning Board recommendation is requested.

B. Ordinance No. 2007.24—An Ordinance Concerning the Recommendation of the Sycamore Plan Commission With Regard to the Petition of Milan Krpan for Approval of an Annexation Agreement with the City of Sycamore, Illinois for Property Located on the Southwest Corner of Peace Road and Bethany Road, and the Subsequent Annexation and Rezoning to “ORI” Office, Research, and Light Industrial District. First and Second Reading.

The petitioner, Milan Krpan, wishes to annex the parcel at the southwest corner of Peace Road and Bethany Road, previously owned by the Thorald and Emma Anderson Trust, for the purpose of developing the property for commercial office and research uses. The overall annexation would involve 34.76 acres, which includes 6.22 acres of Peace Road right-of-way, or a developable parcel of 28.54 acres. The City Council will recall that in February, 2007 the City Council approved a revised concept plan (see attached) for the Thanks America subdivision, which abuts the subject parcel and is under development by Mr. Krpan. The proposed annexation conforms to that concept plan.

No development plan has been prepared for the site as yet, since no specific development interest is under contract. However, Mr. Krpan has fielded a number of inquiries. In anticipation of that interest, and in order to more specifically define the City’s expectations for the parcel’s development, a brief annexation agreement has been negotiated. The principal terms of that agreement are as follows:

1. The property will be zoned “ORI” Office, Research and Light Industrial District upon annexation. This zoning conforms to the Comp Plan, which identifies the Bethany Road corridor as a prime location for campus-style office uses similar to

those under development by Dr. Collins to the west, the DeKalb County Farm Bureau complex to the northeast, and the older structures that house NICOR and Johnson Controls on the north side of the corridor (Section 3.1).

2. The proposed access drive will hug the west edge of the real estate and shall include sidewalks on both sides (Section 5.1.1)
3. The existing sanitary sewer at the north property line shall be extended south to properly serve the parcel (Section 5.2).
4. In order to prevent problems associated with sanitary sewer surcharging, no interior plumbing fixtures located below the elevation of the lowest grade immediately adjacent to any building on the site shall connect to the building drain system without an overhead sewer system with an ejector unit (Section 5.2.1).
5. The owner shall construct a 10” water main loop through the real estate (Section 5.3).
6. The lowest grade immediately adjacent to all buildings adjoining storm water storage basins, open drainage channels, etc. shall be at least 3 feet above the projected 100-year high water elevation (Section 5.4).
7. The owner shall comply with all landscaping standards in Section 6.6 of the UDO (Section 5.5).
8. Any new development fees including, but not limited to, transportation impact fees that may be imposed by the City after the effective date of the agreement shall also apply to the real estate, provided any new fees are also equally applied to all property hereafter annexed (Section 7.1).

The Plan Commission reviewed the annexation agreement, zoning, and annexation request at its last regular meeting on September 10, 2007. By a vote of 9-0, the Plan Commission recommended the Council’s approval. City Council approval of the Plan Commission recommendation is requested.

C. Ordinance No. 2007.25—An Ordinance Annexing the 34.76-Acre Property Located at the Southwest Corner of Peace Road and Bethany Road in the City of Sycamore, Illinois. First and 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. 2007.24. If the Council approves Ordinance 2007.24, approval of this ordinance is recommended.

D. Ordinance No. 2007.26—An Ordinance Amending Title 4, “Public Health and Safety,” Chapter 2, Garbage and Refuse,” Section 4-2-1, “Definitions,” Section 4-2-3, “Storage Regulations,” and Section 4-2-4, “Collection of Garbage and Refuse,” to Bring the City Code in Conformance with the City’s Contract with Waste Management West, Inc. First and Second Reading.

The attached ordinance is a housekeeping item designed to bring the City Code in line with the City’s contract with Waste Management West. With the passage of this ordinance, outdated language in the City Code will be supplanted by the terms of standard practice in the City’s residential waste hauling contract. Specifically,

1. the definitions in the code will be consistent with definitions in the contract;

2. the required receptacles (the 96-gallon or 35-gallon totters) for refuse are better identified;
3. the times for refuse collection and the allowable times for placement of receptacles at the curbside are made consistent with the contract. Household refuse and yard waste should be placed no later than 6:00 a.m. on collection day, and no earlier than 6:00 p.m. on the day before the scheduled pickup.

City Council approval is recommended.

12. RESOLUTIONS

A. Resolution No. 498—Requesting the Approval of the Illinois Department of Transportation for an Illinois Route 23 Water Main Crossing.

The Illinois Department of Transportation now requires a formal City Council resolution to apply for permits to work in the state rights-of-way. Previously, routine work within state rights-of-way was permitted after consultation between the City engineer and the permitting engineer of the appropriate IDOT district office. In this instance, a routine bore crossing for a water main extension beneath Illinois Route 23 to serve the Jewel site requires a Council resolution, in addition to the plan approvals that have heretofore been coordinated between permitting engineers at IDOT's District 3 and City engineer John Brady.

City Council approval is recommended.

13. CONSIDERATIONS

A. Consideration of the City of Sycamore's Financial Statements for Fiscal Year 2006-2007, Including the Independent Auditor's Report.

Dennis Hildebrandt and his audit team from Siepert & Co., LLP have completed the audited financial statements for the City of Sycamore as of April 30, 2007, along with the independent auditor's report. Several features are noteworthy:

1. For the ninth consecutive year, the City realized a General Fund budget surplus. On a modified accrual basis, the FY07 surplus was \$1,377,840. Over the last five years, the surpluses were as follows: \$1,269,227 in FY06; \$1,069,896 in FY05; 1,159,856 in FY04; \$688,865 in FY03; \$1,232,619 in FY02.
2. As of April 30, 2007 the General Fund cash reserve was \$6,773,301 or 58.6% of the FY08 budgeted expenditures.
3. The Water Fund ended FY07 with an operating cash reserve of \$5,285,230, an increase of \$507,605 over the year ending April 30, 2006.
4. The Sewer Fund ended FY07 with an operating cash reserve of \$5,722,135, an increase of \$372,258 over the year ending April 30, 2006.
5. In the Independent Auditor's Report it was noted that the City was in compliance with the guidelines established by the Government Accounting Standards Board (GASB 34) for calculating and depreciating the cost of public improvements, infrastructure, and property in general.

Representatives of the accounting firm of Siepert & Co. will be on hand to answer any Council questions.

B. Consideration of a Recommendation from the Architectural Review Committee With Regard to a Grant Request from Elleson's Bakery.

The Architectural Review Committee (ARC) met on Tuesday, September 5, to consider one façade grant application. The single application was submitted by Ken Elleson, owner of Elleson's Bakery at 344 W. State Street. The owner has applied for the maximum \$5,000 grant allocation to offset a portion of the costs associated with a new awning and some exterior lighting.

The guidelines for the downtown façade program limit grants to \$5,000 per building over a two-year cycle. It is assumed that the City's grant will be a dollar-for-dollar match for interior improvements completed by the owner. In this instance, the owner recently undertook a substantial remodeling of the interior service area and kitchen (see the attached invoices) and more than satisfies the City's requirements for a matching investment. In addition, the owner's grant request details exterior features (e.g. awning and lighting) that have been funded in the past, and which conform to the enhancements suggested by the 2003 downtown study completed by Miniscalco Architects. By a vote of 5-0, the ARC recommended the Council's approval of this grant request. City Council approval of the ARC recommendation is requested.

C. Consideration of Mayor Mundy's Recommendations Regarding the Reorganization of City Council Committees from Four-Person to Five-Person Committees.

At the last regular City Council meeting of September 4, the Council approved Ordinance 2007.14 expanding Council committees from four-member to five-member bodies. This action followed the state legislature's action (i.e. the enactment of House Bill 1670) making it legal for two members of a five-member City committee to discuss committee business without violating the Open Meetings Act.

Mayor Mundy has recommended appointments to the new five-member committees, subject to the Council's approval (see the attached list of appointments). Council action is recommended.

D. Consideration of a Recommendation from the City Engineer Regarding the Annual Contract for the Tree Replacement Program.

City Engineer John Brady has solicited bids for the City's fall tree planting program. The bid opening will be September 17, 2007 at 1:30 p.m.

Under this program, the City pays 50 percent of the cost of furnishing and planting various types of trees approved by the City Engineer. These trees may be planted in the parkway or front yards, with a limit of two trees per property. Orders are taken through the City Clerk's office, which also provides wood lath for property owners to "stake out" the desired tree location(s). The FY08 program has a project budget of \$15,000, with one-half (\$7,500) underwritten by the City's Forestry Program budget (732-8314). The balance of the funding comes from the fees paid by the property owners participating in the program. All orders are subject to the availability of resources.

The City Engineer will report on the bid results at the September 17 meeting.

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

14. OTHER NEW BUSINESS

15. APPOINTMENTS

16. ADJOURNMENT