

SYCAMORE CITY COUNCIL
AGENDA
July 6, 2009

CITY COUNCIL COMMITTEE MEETINGS
No Meetings Are Scheduled

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 June 15, 2009.
 - B. Payment of the Bills for July 6, 2009.
7. **PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**
8. **REPORTS OF OFFICERS**
9. **REPORTS OF STANDING COMMITTEES**
10. **PUBLIC HEARINGS**
 - A. **Public Hearing on a Proposed Community Development Assistance Grant.**

This public hearing is a requirement for municipal participation in a state-assistance program for the disabled. The City of Sycamore, in collaboration with RAMP and Community Contacts of Elgin, is proposing to serve as a pass-through agency for grant funds from the Illinois Department of Commerce and Economic Opportunity (DCEO). The grant funds are part of the Community Development Assistant Program (CDAP) and fall under the Mobility and

Accessibility Rehabilitation Services (MARS) Program. The grant ceiling for eligible communities is \$100,000.

RAMP is looking to identify homes in City of Sycamore that are eligible for the DCEO/CDAP/MARS program. RAMP has been instrumental in providing outreach and intake and Community Contacts will provide the expertise of their inspection and housing grant administration staff. Eligibility for the program is based on two primary criteria:

1. The household 's annual income must be at or below 80% of the county's median income, adjusted for household size, and
2. A member of the household must have a disability documented by a physician.

This is not a rehabilitation or renovation program. This program is designed to provide financial assistance to address barriers to accessibility for persons whose mobility is impaired. Eligible projects include the construction of ramps at entrances to a dwelling, the widening of doorways, modifications to bathrooms, the lowering of light switches, or the removal of hazards that may lead to tripping or falling. No more than 20% of the funds allocated to a home can be spent on activities unrelated to barriers to the disabled. Unlike other components of the CDAP funding pool, there is no cost share required. The funds for the necessary modification will be provided on behalf of the homeowner grant. These are not loans to the homeowner.

All projects funded through the CDAP/MARS component must benefit 100% low-to-moderate income persons. "Low-to-moderate" is defined as a household whose annual income is at or below 80% of DeKalb County's median income. None of the households assisted through the MARS program will be displaced during the improvements.

See Resolution No. 521, below.

11. ORDINANCES

A. Ordinance No. 2009.20—An Ordinance Approving an Employment Agreement Between Police Chief Donald Thomas and the City of Sycamore, Illinois. First and Second Reading.

Police Chief Don Thomas's present contract expires on July 6. Chief Thomas was hired in August 2001 and has served with distinction during an initial three-year contract and, more recently, a five-year contract. The attached ordinance would extend his contract under the following terms:

- A five-year term of employment (July 6, 2009 through July 5, 2014).
- Annual salary increases as determined by the City Council in its annual salary ordinance pertaining to exempt and management employees. Chief Thomas received a 2% increase in FY10, as did other members of Sycamore's management, A.F.S.C.M.E. Local 3957, F.O.P. Lodge 133, and I.A.F.F. Local 3046.
- A benefit package identical with that voted by the Council every year for exempt and management employees.
- Chief Thomas will remain an "at-will" employee, notwithstanding the 5-year term of employment that is described in the contract. As with Chief Thomas's previous two contracts, either the City or the employee may terminate the contract without cause at

any time by serving written notice on the other party. The severance conditions in such an event are the same as those which have existed since Chief Thomas's hire, and are detailed in Paragraph 4 of the contract. Naturally, in the event of termination for cause, as defined in Paragraph 3, the employee's employment rights cease immediately.

Chief Thomas is annually evaluated by the City Manager, along with other City department heads. He has brought a high level of professionalism to the Chief's responsibilities and is a consummate spokesman for the Department's mission: "to provide expert and caring law enforcement services to those who live, work and travel in the City of Sycamore by employing quality people who work according to 'best police practices' in partnership with those we serve."

Chief Thomas's interest in another long-term contract is a serious benefit to the City. If approved, his tenure would provide consistent direction and management for the department during a period of economic stress. As our region climbs out of its deep recession, Chief Thomas would be a valued leader as the Police department expands its present facility. In addition, Chief Thomas is a valuable part of the department head team that assists the City Manager in carrying out the Council's policies.

City Council approval is recommended.

B. Ordinance No. 2009.21--An Ordinance Approving a Lease Agreement Between the City of Sycamore and B&B Enterprises for Suite 302 in the Sycamore Center. First and Second Reading.

The smaller of two office suites on the third floor of the Sycamore Center has been vacant for several months. B&B Enterprises is interested in leasing the space for one year, with an option to extend the lease for an additional year with the mutual consent of the parties. The terms of the proposed lease are as follows:

- Possession as of July 15;
- A base rent of \$12,000 per year, including utilities. The tenant has proposed to pay the entire base rent in advance.
- The tenant is responsible for a pro-rate share of the property tax that will be due on the taxable portion of the land and building (see Paragraph 5).
- The tenant shall pay for the appropriate property, casualty and liability insurance for the leased premises (see Paragraph 20).

B&B Enterprises will be shifting its business offices to Sycamore from Wasco. The firm has provided a high standard for creative and progressive residential development in our community since 1998.

City Council approval is recommended.

C. Ordinance No. 2009.22—An Ordinance Approving a Collective Bargaining Agreement Between the City of Sycamore and the Illinois Fraternal Order of Police Labor Council, Representing F.O.P. Lodge No. 133. First and Second Reading.

The City of Sycamore and the Illinois Fraternal Order of Police Labor Council, representing F.O.P. Lodge No. 133, have reached a tentative agreement on a three-year collective bargaining agreement. The key terms of that agreement are as follows:

- The three-year term begins on May 1, 2009 and extends through April 30, 2012.
- In Year One (May 1, 2009 through April 30, 2010), the membership of Lodge 133 will receive a 2% wage increase.
- In Year Two (May 1, 2010 through April 30, 2011), the membership will receive a 2% wage increase on May 1, 2010 and a 2% wage increase on November 1, 2010.
- In Year Three (May 1, 2011 through April 30, 2012), the membership will receive a 2% wage increase on May 1, 2011 and a 2% wage increase on November 1, 2011.
- The grievance procedure has been revised. Disciplinary action can be appealed through the Fire and Police Commission or the grievance process, but not both. Any grievance filed as a result of a suspension exceeding five days or termination shall be initiated at Step 3 (City Manager). Following a denial of any grievance at Step 3, the grievance shall be appealed through the arbitration process. To date, grievances arising from disciplinary action have been heard by the Fire and Police Commission. Recent arbitration rulings have made it likely that the City's grievance procedures concerning grievances in excess of five days would be overturned if brought to an arbitrator.

The negotiations with the F.O.P. Labor Council and the Lodge 133 negotiating team were constructive and congenial from beginning to end. Both parties were keenly aware of the depressed economic climate in which the organization and the community find themselves, and worked cooperatively to find common ground that served both the local's membership and the city organization.

City Council approval is recommended.

D. Ordinance No. 2009.23—An Ordinance Concerning the Recommendation of the Sycamore Zoning Board of Appeals With Regard to the Petition of Scott Hayes of 326 Grant Street for a Variance from Articles 3.3.2.A and 6.2.1.D.4.a of the City of Sycamore's Unified Development Ordinance. First and Second Reading.

On June 23 the Sycamore Zoning Board of Appeals considered a variance request from Scott Hayes of 326 Grant Street. The petitioner owns the "R-2"-zoned property at 326 Grant Street which includes a detached garage that is in failing condition. The lot is legal, non-conforming because its area (6,300 square feet) does not meet the minimum area of 7,000 square feet which was set in 1996. In addition, if the garage was removed and re-built on the present foundation as the owner wishes, the overall area of the garage (22' x 24' = 528 sq. ft.) would slightly exceed the bulk area limit of 8% of the total lot area.

As with a number of recent variance requests, the Zoning Board took into account that the lot was platted before modern zoning was imposed in Sycamore, and that a variance is the only way the petitioner can enjoy improvements which would be beneficial to the neighborhood. The Board reasoned that the variance, if granted, would result from unique circumstances, would not alter the essential character of the neighborhood, and would enable the owner to realize a reasonable rate of return on his property. By a vote of 4-0, the Board recommended the Council's approval of the proposed variance.

City Council approval of the Zoning Board's recommendation is requested.

E. Ordinance No. 2009.24—An Ordinance Requesting the Permission of the Illinois Department of Transportation to Close IL Route 64 from Main Street to Sacramento Street from 6:00 A.M. Until 4:00 P.M. on Sunday, July 26, 2009 To Allow the “Turning Back Time” Car Show in the City of Sycamore, Illinois. First and Second Reading.

For the tenth consecutive year, the organizers of the “Turning Back Time” car show have requested the closing of Illinois Route 64 from Main Street to Sacramento Street from 6:00 a.m. to 4:00 p.m. on Sunday, July 26, for the annual car show, principally coordinated by Chuck Criswell of Chuck's Auto in Sycamore. As in previous years, the car show will feature a variety of vendors, antique cars, and some musical entertainment and should be well-attended.

City Council approval is recommended.

12. RESOLUTIONS

A. Resolution No. 521—Supporting a Grant Application to the State of Illinois Community Development Assistance Program.

The “Public Hearing” portion of this agenda describes the program for which grant support is requested. The City would serve as a “pass-through” agency for the grant funding. City Council approval is recommended.

B. Resolution No. 522—Awarding the Contract for the 2009 Street Maintenance Program.

At the last Council meeting on June 15, the City Council approved the staff proposal for an estimated \$1,152,000 in street maintenance in 2009 (FY2010). The funding sources for this program include the Motor Fuel Tax Fund (\$230,000) and the Street Maintenance Fund (\$922,000).

Based on the Council direction, the staff advertised for bids on June 16 for that portion of the program which will be funded by general capital dollars (i.e. the Street Maintenance Fund). Bids will be opened on July 2, 2009 after this agenda has been published. The City engineering department will present a bid tabulation to the Council on July 6 and will be prepared to make a recommendation with respect to a contract award.

13. CONSIDERATIONS

A. Consideration of a Public Works Department Recommendation to Purchase a Single Axle Dump Truck Cab and Chassis.

As the attached memorandum from Public Works Director Fred Busse explains, a 1980 Chevy dump truck has been permanently shifted to the Water Division of the Public Works Department for periodic hauling during main repairs, and a new dump truck cab and chassis has been bid to replace it as a front line plow truck. The detailed bid specifications are attached.

Three bids were received. Prairie Archway International of Springfield, Illinois has the state purchasing contract and offered the lowest bid of \$57,654.00. Mr. Busse has recommended the award of the contract to Chicago International Truck Sales of Rockford, Illinois, which

submitted a bid of \$58,111.08 (or, \$457.08 higher). On occasion, the City has awarded material, vehicle and equipment contracts to a slightly higher bidder if the cost difference appears to be offset by the “value” added in terms of service, timeliness, or quality. In this case, it appears that there is no difference in quality, since both bidders specified International trucks with all the requested features. However, Mr. Busse believes the relationship established with the Rockford dealer is important in terms of service as well as the timing of delivery.

The City Manager recommends Council approval of Mr. Busse’s recommendation to award the contract to Chicago international of Rockford in the amount of \$58,111.08. His judgments in vehicle purchases over the years have led to savings in fleet maintenance and upgrades that had not previously been realized, and can be trusted in this instance.

B. Consideration of a Public Works Department Recommendation to Purchase Equipment for Outfitting the Single Axle Truck Cab and Chassis.

The equipment package detailed in the background to this agenda refers to the 30,000 truck cab and chassis described above. The equipment in this case includes the dump body, central hydraulic system, snow plow, and salt spreader. It also includes a “pre-wet system” which is a first for the City’s fleet. The system is designed to add liquid calcium chloride or sodium chloride to the salt before it is spread to provide better results on road surfaces during below-zero temperatures when salt is not effective.

Bids for this equipment were opened on June 22. The low bidder for the package was Monroe Truck of Monroe, Wisconsin with a bid of \$47,560.00.

If the Public Works Director’s recommendation is accepted for the truck cab and chassis, the combination of the truck price and equipment price is \$105,671.08. The budget for the combined purchases is \$109,000. This cost will be split between the Capital Fund (40%), Sewer Fund (40%), and Water Fund (20%).

City Council approval of the Public Works department recommendation is requested.

- 14. OTHER NEW BUSINESS**
- 15. APPOINTMENTS**
- 16. ADJOURNMENT**