

SYCAMORE CITY COUNCIL
AGENDA
September 18, 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 September 5, 2006.
 - B. Payment of the Bills for September 18, 2006.
 - C. Plan Commission Minutes for the Meeting of August 14, 2006.
- 7. PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**
 - A. Introduction of the Administration department's executive secretary, Laura Campbell.
 - B. Consideration of a Proclamation declaring October 15, 2006 as CROP WALK DAY in the City of Sycamore.
- 8. REPORTS OF OFFICERS**
- 9. REPORTS OF STANDING COMMITTEES**
- 10. PUBLIC HEARINGS**

A. Public Hearing on the Annexation of a 0.64-Acre Parcel North of the Brickville Estates Subdivision on Brickville Road.

Background information relevant to this public hearing can be found in the staff reports for Ordinances 2006.37 and 2006.38.

11. ORDINANCES

A. Ordinance No. 2006.32—An Ordinance Amending Title 6, “Motor Vehicles and Traffic,” Chapter 4, “Traffic Schedules,” Section 6-4-12, “No Parking Zones” of the City Code of the City of Sycamore, Illinois. Second Reading.

This ordinance was considered on first reading at the last regular City Council meeting of September 5, 2006. Since that time, some minor revisions have been suggested by First Ward aldermen Cheryl Maness and Alan Bauer to clarify the intent of the proposed ordinance. The City Manager requests the Council’s consideration of these revisions. Such consideration can come in the form of a motion to amend the ordinance that was submitted on September 5. To simplify matters, the ordinance language proposed on September 5 plus the minor changes suggested since that meeting are noted in detail below. The suggested revisions are shown in bold italics:

- a) East Lincoln Street: Prohibit parking *on both sides of Kishwaukee Drive from Home Street to the west side of the driveway at 413 E. Lincoln Street. Prohibit parking from the east side of the driveway at 416 E. Lincoln Street to Home Street.* This means that there will be no parking on either side of the street from the stop sign on Home Street back to the 413 and 416 E. Lincoln Street driveways.
- b) South Locust Street: Prohibit parking on the west side (hydrant side) in the 200, 300 and 400 blocks.
- c) South Walnut Street: Prohibit parking on the west side (hydrant side) in the 200, 300 and 400 blocks.
- d) Kishwaukee Drive: Prohibit parking *on both sides* from High Street north to State Street.
- e) Home Street: Prohibit parking on the south side between Main Street and Walnut Street, and prohibit parking on the *south* side between Terrace and *Kishwaukee* Streets.

City Council approval of the revisions noted above is recommended.

B. Ordinance No. 2006.36—An Ordinance Concerning the Recommendation of the Plan Commission With Regard to a Petition from Jim Herrmann to Rezone the Westerly 48.60 Feet of the Property at 545 East Sycamore Street from “R-3” Multiple Family Residence District to “R-1” Single Family Residence District and the Easterly 100 Feet of said Property to “M-1” Light Manufacturing District in the City of Sycamore, Illinois. First and Second Reading.

The petitioner, Jim Herrmann, wishes to re-zone the property at 545 East Sycamore Street in line with the predominant zoning of nearby or adjacent properties. The lot is presently zoned “R-3,” Multiple Family Residence District. Mr. Herrmann proposes to down-zone the westerly 48.60 feet to “R-1,” Single Family Residence District in line with the properties across the street, and re-zone the easterly 100 feet to “M-1,” Light Manufacturing, which is compatible with the adjoining Erhler property. Mr. Herrmann

plans to build a small single family home on the west portion and a storage building on the east portion for vehicle storage.

Both proposed uses would blend with the adjacent uses and would be preferable to an apartment building or other multiple family use presently permitted. The Plan Commission reviewed this petition on September 11 and recommended the Council's approval by a vote of 9-0. City Council approval of the Plan Commission recommendation is requested.

C. Ordinance No. 2006.37—An Ordinance Concerning the Recommendation of the Plan Commission with Regard to the Petition of Teresa Lynch and Norman Adshade for the Annexation of Property at 1691 Brickville Road with an Annexation Agreement and Rezoning to “R-1” Single Family Residence District in the City of Sycamore, Illinois. First and Second Reading.

This item is related to a proposed house move from a lot in the Heron Creek subdivision to a lot to be created in what has heretofore been the County's planning and zoning jurisdiction. The building in question is a small 1-1/2 story house formerly situated on the Engh family homestead. The house is presently within the Country Estates phase of the Heron Creek subdivision on Merry Oaks Drive. Moving the house will require the removal of the porch and garage, and the towing of the house on a trailer from its location on Merry Oaks Drive to IL Rt. 23, then north to the intersection of IL Rt. 23, Plank and Peace Roads, then south on Peace Road to Brickville Road, and then east on Brickville Road to the former Overton property, which is adjacent to the 11-lot Brickville Estates planned development owned by Norm Adshade. Mr. Adshade's 6.17-acre single-family housing development was approved on July 6, 2004 and a final plat for the entire subdivision was approved on December 20, 2004. The proposed new location of the single family house is on property once owned by Ms. Shirley Overton at 1691 Brickville Road.

The proposed annexation concerns the front .64 acres of the Overton property. The existing Overton home is set back considerably from Brickville Road, leaving room for two full-sized single family lots of 13,000 to 14,000 square feet each. The Overton property would remain in the County and would have the shape of a “flag” with frontage on Brickville Road. The petitioner proposes to move the house to Lot 1.

The Council will find several relevant attachments including a plat of annexation, a final plat, and an elementary annexation agreement. By a previous annexation (in 1999), the road right-of-way along Brickville Road was annexed to the City. The petitioner specifically requests a waiver of the application of Ordinance 2005.60 to the proposed occupancy of the two single family lots. As the Council will recall, Ordinance 2005.60 would prohibit building permits for any new residential subdivisions before 2010.

The Plan Commission reviewed the proposed annexation agreement and annexation at its last regular meeting on September 11. By a vote of 8-1, the Commission voted to recommend the Council's approval of the annexation agreement, annexation, re-zoning and the waiver of the application of Ordinance 2005.60. City Council approval of the Plan Commission recommendations is requested.

D. Ordinance No. 2006.38—An Ordinance of the Annexation of a 0.64-Acre Parcel Adjacent to the Northeast Corner of the Brickville Estates Subdivision in the City of Sycamore, Illinois. First and Second Reading.

If the City Council approves Ordinance 2006.37, the Council will be obliged to approve the attached ordinance of annexation which separately considers the actual act of annexation for recording purposes.

E. Ordinance No. 2006.39—An Ordinance Concerning the Recommendation of the Plan Commission with Regard to a Petition from Norman Adshade Move a Single Family Residence from 361 Merry Oaks Drive, Sycamore, Illinois to 1691 Brickville Road, Sycamore, Illinois, According to the Provisions of Title 9, “Building Regulations,” Chapter 6, “Moving Buildings,” Section 9-6-1, “Permit Required; Application,” in the City of Sycamore, Illinois. First and Second Reading.

The City of Sycamore’s building regulations (see attached) require the review of the Plan Commission prior to any Council consideration of a request to move a building over any public way. As described under Ordinance 2006.37, above, Mr. Norman Adshade is seeking a permit to move a 1-1/2 story home from 361 Merry Oaks Drive to 1691 Brickville Road. The path of the proposed move includes public ways within the City, County, State of Illinois and Sycamore Township jurisdictions, and written approvals are needed from each taxing jurisdiction. For the City’s part, it must be established that the proposed move will not jeopardize the public safety, and will not alter the essential character of the neighborhood to which the building is to be moved.

It should be noted that a key private party involved in this process is Com Ed, which has not yet determined whether, and at what price, it will temporarily move high voltage lines in the proposed path. The utility’s approval and commitment to a specific work plan and date is a further requirement for the issuance of a City permit.

The Plan Commission considered the house moving request on September 11 and, by a vote of 9-0, recommended the City Council’s approval with the following condition:

“that a site plan and drainage plan for the relocated house at 1679 Brickville Road shall be submitted to the City Engineer and that the City Engineer shall approve the storm water drainage plan prior to the approval of any moving permit.”

City Council approval of the Plan Commission recommendation, with the condition noted above, is requested.

12. RESOLUTIONS--None

13. CONSIDERATIONS

A. Consideration of a Police Department Recommendation to Create a Full-Time Community Service Officer Position.

The City of Sycamore’s Police department has two vacant part-time positions—a part-time community service officer position and a part-time desk officer position. Police Chief Don

Thomas proposes to merge these positions into one full-time community service officer position to provide more effective attention to a number of everyday Police department functions without increasing the department's budget.

The proposed position would be a classification that is covered by the City's collective bargaining agreement with AFSCME Council 31, AFL-CIO on behalf of AFSCME Local 3957. The proposed rate of pay would be equal to that of the parking clerk. According to the collective bargaining agreement, in FY07 the pay range of eight steps begins at \$27,675 per year (\$12.04 per hour) and reaches \$34,036.76 per year (\$14.81 per hour) over eight years. An employee may be hired at Step 2 (\$28,505.25 per year or \$12.41 per hour).

The combined duties would include, among others, the following varied responsibilities:

- Patrolling the City to seek out nuisance and weed abatement ordinance violations;
- Transporting and storing department property and equipment, such as carrying bicycles and other property to a storage area located in an upstairs loft;
- Maintaining the inventory of evidence;
- Responding to and completing private property crash reports;
- Unlocking car doors;
- Handling public inquires both over the phone and in-person;
- Desk duties including telecommunications (telephone, computer and radio) and assisting citizens;
- Completing walk-in incident and crash reports;
- Reviewing City Code provisions with citizens;
- Issuing warnings or parking and other ordinance citations when appropriate;
- Fingerprinting of citizens;
- Transporting mail and documents by automobile;
- Providing services such as school crossing, traffic direction and crowd control as assigned

Of particular concern is the need to strengthen and regularize the City's nuisance abatement efforts. The City's response to weed complaints and other yard nuisances has not been satisfactory, in the City Manager's view, partially because of the part-time hours devoted to this substantial problem in the warmer months. This responsibility will be a major focus of the proposed full-time position.

City Council approval is recommended.

B. Consideration of an Engineering Department Recommendation Regarding a Contract for the City's Annual Tree Planting Program.

City Engineer John Brady has solicited bids for the City's fall tree planting program. The bid opening will be September 18, 2006.

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 FY07 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 propertyowners 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 18 meeting.

C. Consideration of a Request from the Sycamore Sports Boosters to Close Somonauk Street During the Evening of Wednesday, September 27, 2006.

This year the Sycamore High School Homecoming Parade will be held from 7:00 p.m. until 8:30 p.m. on Wednesday, September 27, 2006. The Sycamore Sports Boosters Club, a private not-for-profit group active in raising funds for Sycamore sports, has requested permission to use a portion of Somonauk Street beginning at about 6:00 p.m. and ending with the close of the homecoming parade. The area in question stretches from State Street to the alley just south of the former Gullberg & Johnson furniture building. The purpose would be to cook hamburgers and hot dogs and sell non-alcoholic refreshments to persons attending the parade, in order to raise more funds for high school sports.

The closing will involve some additional effort from the Public Works and Police departments, but both departments will already be deployed for traffic control before, during and after the homecoming parade. City Council approval is recommended.

D. Consideration of a Recommendation from the Public Works Department to Award a Contract for a Replacement Truck Chassis for the Jetter Truck.

As Public Works Superintendent Fred Busse notes in the attached background memorandum, the truck chassis for the City's jetter truck needs to be replaced, but the jetter body and related mechanical equipment are in good working condition. The current chassis is a recycled 1979 Chevrolet plow truck

The Public Works department believes it can re-use the jetter equipment by mounting it on a used truck chassis that is in better condition, and which has the proper gross vehicle weight rating. Mr. Busse has found such a chassis at Hodges Westside Truck Center in Marengo, after searching for several months at various truck centers. The particular chassis is a 1999 Freightliner FL70 with a 33,000 pound GVWR. The price of this replacement chassis is \$17,500 which is well within the budgeted \$30,000 (04-752-8521). It is estimated that an additional \$800 would be necessary to shorten the frame at a local machine shop. City Council approval of Superintendent Busse's recommendation is requested.

E. Consideration of a Recommendation from the Public Works Department to Award a Contract for a Replacement Dump Truck, Snowplow and Salt Spreader.

The FY07 Capital Fund budget allocates \$82,000 (06-8521) for a replacement dump truck with plow and spreader. In May, the department ordered the truck chassis to match the City's International fleet at the state purchase price before an advertised price increase ranging from \$6,000 to \$8,000 for required emission equipment. The state purchase price for the truck chassis (2007 International, 7400, single axle) was \$44,886.00. Recently, the Public Works department prepared bid specifications for the dump body, dump body hoist,

central hydraulic system, snow plow and salt spreader to complete the plow truck. Bids were invited in late August and a bid opening was held on Monday, September 11. Three bids were received (see the attached bid tabulation, bid notice, and specifications).

The lowest bid was submitted by Monroe Truck Equipment of Monroe, Wisconsin, which also has the Illinois State Purchasing Contract for such equipment. Their bid was \$30,765.00 or about 15% below the nearest local bidder (Mark's Machine Shop). The total package including the truck chassis ordered in May and the dump body, plow, spreader, etc. is \$75,651.00, which is well within the budgeted allocation. Superintendent Busse recommends the Council's approval of the Monroe Truck bid.

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

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