

SYCAMORE CITY COUNCIL
AGENDA
June 7, 2010

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 May 17, 2010.
 - B. Payment of the Bills for June 7, 2010.
 - C. Zoning Board of Appeals Minutes for the Meeting of June 23, 2009.
7. **PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**
8. **REPORTS OF OFFICERS**
9. **REPORTS OF STANDING COMMITTEES**
10. **PUBLIC HEARINGS--None**
11. **ORDINANCES**
 - A. **Ordinance No. 2010.03—An Ordinance Concerning the Recommendation of the Sycamore Zoning Board of Appeals With Regard to a Variance from Article 5.3.1.J of the Sycamore Unified Development Ordinance to Allow the Conversion of a Three-**

Unit Building to a Two Family Dwelling at 635 South Cross Street. First and Second Reading.

On Tuesday, May 25, the Sycamore Zoning Board of Appeals met to consider a variance request from Tom and Danielle Weaver, the owners of the rental property at 635 South Cross Street. The Weavers are seeking a variance to permit a two-family use in a building previously occupied as a three-unit that is officially zoned One Family (R-1). This zoning anomaly is not rare in some of the earliest city subdivisions. Members of the Appeals Board were informed that the structure has been vacant and is in a state of disrepair. The Weavers intend to renovate the property but have found that the City code prohibits them from re-establishing the three-unit character because this “legal, non-conforming” parcel has been out of use for more than 60 days. To convert the structure to a single family use, which is consistent with the surrounding zoning, would require a very substantial investment that will likely not be realized if the property is sold again.

Oftentimes, a down-sizing of the type proposed by the Weavers is processed as a zoning change through the Plan Commission and Council. In this instance, a zoning change would likely not be upheld, since a Two-Family zoning designation would constitute “spot zoning” at this location. Although Two-Family zoning does exist further south on South Cross Street near the intersection with Cottage Row, it is not contiguous. Given the economic hardship involved in reconstructing much of the inside of the structure to establish a conforming single family use, former City Building Commissioner Lyle Doty determined that a variance might be pursued.

Recommendation

A public hearing was held by the Zoning Board of Appeals to invite neighborhood opinion on the proposed variance, which would run with the land but would not establish a zoning trend for the immediate neighborhood. The findings of fact considered by the Board were as follows:

1. The legal conversion from a three-unit to a two-unit should not be injurious to the neighborhood as this would be a continued use with less density than the density that had existed for the last 20-plus years.
2. The establishment of this variance will not impede the normal and orderly development of surrounding property, in that all of the surrounding lots have been developed and built upon. There are other two-family dwellings at 629 and 716-720 South Cross, a commercial building with residences on the second floor at 806 DeKalb Avenue, a multiple family dwelling at 728 DeKalb Avenue, a two family dwelling at 620 Cottage Row and a four family dwelling at 524 Edward Street. These are all within 450 feet of 635 South Cross Street.
3. Adequate streets and utilities have already been provided.
4. There is an adequate driveway and an old three-car garage on the property to provide the required four off-street parking spaces.
5. The proposed use as a two family house will allow the new owner to

generate the required return on his investment in order to provide the necessary repairs, so that the house will blend in with surrounding properties. The proposed use will not expand the size or configuration of the existing house.

One neighboring property owner spoke against the variance because he was opposed to a rental property next door to his home. The Board was reminded by the City Manager that whether the use is single-family, two-family or otherwise, the City's laws do not prescribe whether such uses shall have an owner-occupant or tenants; however, the City can hold the property-owner responsible for ongoing property maintenance.

By a vote of 3-1-1, the Zoning Board recommended the Council's approval of the proposed variance and downsizing. Board member Keicher abstained because of a business relationship with the petitioner. City Council approval of the recommendation from the Zoning Board of Appeals is recommended.

B. Ordinance No. 2010.04—An Ordinance Ascertaining the Prevailing Wages for Public Works in the City of Sycamore, Illinois. First and Second Reading.

By July 1 of each year the City is required by state statute to adopt the prevailing wage rate schedule published by the Illinois Department of Labor for public works projects within the City's corporate limits. The Department of Labor schedule, effective June 2010, is attached.

City Council approval of the attached ordinance and schedule is recommended.

C. Ordinance No. 2010.05—An Ordinance Approving a Grant of \$17,000 to the Voluntary Action Center for Direct Services to the Citizens of the City of Sycamore, Illinois. First and Second Reading.

The next several items concern annual grants to local not-for-profit agencies that are funded either by hotel/motel taxes or taxes on airline fuel dispensed at O'Hare International. None of the funds come from local businesses or residents. Ordinance 2010.05 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 now provides about 28,000 trips per year for Sycamore residents; MedVac, which provides about 3,500 trips per year to regional hospitals and other care facilities (including about 1,000 trips for Sycamore residents); and the Meals on Wheels program which provided over 12,000 meals for senior citizens and disabled persons in Sycamore last year. 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. In the FY11 City Budget, the funding source for this grant allocation is found in the Hotel/Motel Tax Fund (09-8489).

City Council approval is recommended.

D. Ordinance No. 2010.06—An Ordinance Approving a Grant of \$20,000 to the Voluntary Action Center to Support the Blue Line Flexible Bus Route Service in the City of Sycamore, Illinois. First and Second Reading.

In July 2007 the City Council committed to long-term funding support for the “Blue Line” in the form of a local match for a larger state grant of about \$44,000 and local private donations totaling about \$15,000. The attached ordinance would sustain that commitment.

The Voluntary Action Center records indicate that since the Blue Line began operation in November 2007 the average daily ridership has been in the range of 80-90 riders. Most riders are persons with disabilities and residents of the high-rise apartment building on Grant Street. Recently, more residents have used the service rather than their personal vehicles for economic reasons. VAC officials believe ridership will continue to grow now that the route and service are better known. The Blue Line’s hours of operation are Monday through Friday, 7:00 a.m. to 9:00 p.m., but the service has also provided special runs during downtown event weekends. Funding for the City’s share comes from the Sales Tax Distributive Fund (22-8540).

City Council approval is recommended.

E. Ordinance No. 2010.07—An Ordinance Approving a Grant of \$13,500 to the DeKalb County Economic Development Corporation for Direct Services to Citizens of the City of Sycamore, Illinois. First and Second Reading.

For twenty-one years, the City Council budget has extended a grant to the DeKalb County Economic Development Corporation (DCEDC) to help defray organizational expenses. Each year, the grant has been accompanied by an organizational agreement (attached) setting out the reciprocal obligations of the City and DCEDC. Other government support is provided by the City of DeKalb (\$45,000); County of DeKalb (\$45,000); and smaller governmental entities within the County. The total government support in 2009 was \$110,000 or 39% of the agency’s total operating budget, down from about 50% ten years ago.

The proposed grant underwrites the DCEDC staff’s responses to cold calls and other inquiries concerning industrial space in Sycamore. The grant also supports the ongoing retention program that reached 31 Sycamore businesses in 2009. A summary of the information gleaned from the retention visits to these Sycamore businesses and 19 other County-based businesses in 2009 is attached for the Council’s review.

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 seats on the organization’s executive committee and Board assure 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 the FY11 City Budget, the funding source for this grant allocation is found in the Hotel/Motel Tax Fund (09-8489).

City Council approval is recommended.

F. Ordinance No. 2010.08—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 25, 2010 to Allow the “Turning Back Time” Car Show in the City of Sycamore, Illinois. First and Second Reading.

For the eleventh 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 25, 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--None

13. CONSIDERATIONS

A. Consideration of an Administration Recommendation Regarding a Contract for the Site Improvements Associated with the Police Department Addition at 535 DeKalb Avenue.

On Thursday, May 27, the City Engineer opened bids for the site improvements associated with the Police department addition. The improvements include new water and sewer services, site lighting, parking lot paving, sidewalk construction, storm water management, curb and gutter, seeding, etc. The engineering estimate for the improvements was \$234,462.

The bid tabulation is shown below:

| Company Name | Bid Bond | Retaining Wall per S.F. | Foundation Wall per L.F. | Lump Sum |
|---|----------|-------------------------|--------------------------|--------------|
| Elliott & Wood – DeKalb | X | \$48.00/ s.f. | \$39.00/l.f. | \$242,000.00 |
| Copenhaver Construction – Gilberts | X | \$45.00/ s.f. | \$120.00/l.f. | \$241,690.00 |
| Orange Crush LLC – Hillside | X | \$27.60/s.f. | \$68.00/l.f. | \$290,162.36 |
| Stark & Son – Hampshire | X | \$52.00/s.f. | \$105.00/l.f. | \$252,520.77 |
| N-Track Group LLC – Rockford | X | \$33.00/s.f. | \$32.65/l.f. | \$210,215.28 |
| Schroeder Asphalt Services Inc. – Huntley | X | \$75.00/s.f. | \$275.00/l.f. | \$237,890.85 |
| Stenstrom – Rockford | X | \$53.00/s.f. | \$64.50/l.f. | \$250,131.95 |
| Fischer Excavating - Freeport | X | \$39.03/s.f. | \$33.87/l.f. | \$270,521.69 |

The lowest responsible bidder was N-Track Group of Rockford. City Council approval of a contract with N-Track Group for the base bid amount of \$210,215.28 is recommended.

B. Consideration of an Administration Recommendation Regarding a Contract for the 2010 Bituminous Resurfacing Program at Scattered Locations within the City of Sycamore.

Sealed proposals will be received on June 4 up to 10:00 a.m. for the 2010 street resurfacing program. This annual program is funded by the Street Maintenance Fund (Fund 30). A smaller and separate street maintenance program focusing on Fair and Longwood Streets will be

funded by the City's Motor Fuel Tax fund (Fund 7) will be bid separately. The engineering estimate for this part of the annual street maintenance program is \$764,958.

Because the bid opening will occur after this agenda is published, a bid tabulation will be presented to the Council at the June 7 meeting along with a staff recommendation.

14. OTHER NEW BUSINESS

15. APPOINTMENTS

16. ADJOURNMENT