ROLL CALL
Mayor Curt Lang called the meeting to order at 7:02 p.m. and City Clerk Mary Kalk called the roll. Those Alderpersons present were: David Stouffer, Chuck Stowe, Alan Bauer, Steve Braser, Nancy Copple, Rick Kramer, Pete Paulsen, and Virginia Sherrod.

INVOCATION
Pastor Jason Draper of Harvest Bible Chapel, gave the invocation.

PLEDGE OF ALLEGIANCE
Lead by St Mary’s School students Grace Amptmann, Alexander Kinn, Brooklynn Kinn, Matthew Kinn, Andrew Kirchmann, Isabella Kirchmann, Camryn Sieloff.

APPROVAL OF AGENDA
MOTION
Alderperson Braser moved to approve the agenda and Alderperson Sherrod seconded the motion.

VOICE VOTE
Mayor Lang called for a voice vote to approve the motion. All Alderpersons voted aye. Motion carried 8-0.

APPOINTMENTS - None

AUDIENCE TO VISITORS - None

CONSENT AGENDA
A. Approval of the Minutes for the Regular City Council Meeting of November 20, 2017.
B. Payment of the Bills for December 4, 2017 in the amount of $699,632.85.

MOTION
Alderperson Bauer moved to approve the Consent Agenda and Alderperson Stowe seconded the motion.

ROLL CALL VOTE
Mayor Lang called for a roll call vote to approve the motion. Alderpersons Stouffer, Stowe, Bauer, Braser, Copple, Kramer, Paulsen and Sherrod voted aye. Motion carried 8-0.

PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.
Mayor Curt Lang said that we had 25 merchants participate in the Chocolate Walk and there were 540 participants. He thanked and appreciated everyone who supports Sycamore and he encouraged everyone to shop local.

A. Annual Presentation of Service Awards to City of Sycamore Employees. Human Resources Director Maggie Peck will Assist the City Manager in Presenting Awards to Employees with 5, 10, 15, 20, 25, 30 and 35 Years of Continuous Service to the Citizens of Sycamore.

City Manager Brian Gregory said it is his pleasure to honor those that represent 400 years of service to the City of Sycamore. That is a lot of dedication from the people who make this city work. It’s important to thank them and recognize them.

Five Years
Eric Saxton, Louis Curce, Ryan Hooper, Jerry Pelan, Harold Duncan, Grant Miller, Art Zern, Tyler Wyatt, Kathleen Koplin-Christ, Dan Prombo, Dana McMahon

Ten Years
Kurt Sanderson, Mike Eide, Dustin Ruby, Joe Meeks, Andy Powers, Andrew Neuman

Fifteen Years
Brad Dewey, Bill Reynolds
B. Recognition of Coach Lambdin and the Sycamore Boys Cross Country Team for Placing 3rd at the IHSA State Meet.

Coach Lambdin thanked the Council for having the team at tonight’s meeting and said he and David Liska coached the Sycamore High School Boys Cross Country Team. He said this year was a pretty amazing season, wrapping it up with a third place finish at the State Championship. They are proud of the boys, as each ran their fastest time of the season. He introduced each member’s name and time that they ran the three-mile course.

Paul Reutten, 16:14  Jake Carani, 15:31
David Lerroh, 16:13  Aaron Trier, 15:28
Lucas McKay, 16:04  Stephen Poorten, 14:56
Riley Melton, 15:51

He said that Stephen Poorten had the fastest time in school history at the State Championship. He finished 7th place earning All-State Honors.

Nancy Copple said we also have to congratulate Coach Lambdin on being named Class 2A Boys Cross Country Coach of the Year by Illinois Track and Cross Country Coaches Association (ITCCCA).

REPORT OF OFFICERS
City Manager – Brian Gregory said the meetings in January will both be on Tuesday nights, January 2nd and January 16th. We will be back on Monday nights in February.

Police Chief – Jim Winters said congratulations to all the employees and it’s evident that we have a “team” environment. He reported that there has been an uptick in car burglaries, which was posted on social media. At 50, the number is still down from last year’s count of 75. They seem to be crimes of opportunity, so he encouraged everyone to please, remove valuables and lock your cars. He also thanked the officers who participated in the food drive with DeKalb County Elder Care Services. They donated over 500 food items and were able to fill 12 bags of items for elderly people.

Fire Chief – Pete Polarek said Santa arrived safely last week with the help of Police, Fire, and Public Works. It was well attended and was a nice event. He said that they will be providing winter holiday safety tips for decorating for the season to keeps folks as safe as possible. He showed the new digital video laryngoscope, which aids in establishing an airway for patients. These scopes, that help them do their job more efficiently, were purchased out of the Capital budget and are on all four ambulances.

Director of Public Works – Fred Busse said last Friday wrapped up their leaf pick-up program. They did extend it one full week this year, but the trucks now are being prepared with plows for winter. They have provided a 15 yard dumpster at the Public Works building for leaves until December 18th.

Treasurer/Asst. to the City Manager – Adam Orton Congratulated Julie Rhodes for her 35 years of service, to the City of Sycamore, in the Finance Office. He encouraged everyone to shop locally as Sales and Use tax makes up 47% of General Fund Revenue, 77% of our reoccurring Street Maintenance Fund Revenue, and 60% of reoccurring Capital Assistance Fund Revenue. As we have seen with the property tax discussion, we continue to hold the line on these property taxes we continue to rely on these sales taxes more to fund our general operations and capital improvements.

Building & Engineering Director – John Sauter reported that they have issued 45 Single Family Resident permits as of November 30th, opposed to 48 issued at the same time last year. He said that although that number is lagging, he is still confident that they will issue the same number as last year or more. The estimated value of the permits issued this year is
$70.8 Million, in contrast of $52.2 Million, at this time last year. He contributes this to the amount of commercial work and he expects the same amount for next year, as well.

**Director of Human Resources – Maggie Peck** said that with the renewal of Risk Management, we have begun our Training Schedule for 2018, in accordance with the Safety Committee’s initiatives, and expect to have that rolled out to employees next week.

**City Engineer – Mark Bushnell** – said that they have finalized paperwork for the six street construction projects for the summer, which totaled $3.3 Million. We will come in under budget for the work that we completed, even after and including Maple and Esther Street projects, which weren’t part of the original budget. They will be meeting tomorrow with Northwestern Medicine, the YMCA, and the City of DeKalb, regarding intersection improvements on Bethany Road at the hospital’s entrance. There will be a signalized intersection installed by Northwestern Medicine, which will include turn lane improvements to increase the safety of patrons going in and out of the YMCA. He is meeting with IDOT regarding their next phase which will be the Route 23 project next summer from Peace Road to Oakland.

**REPORTS OF STANDING COMMITTEES**

Finance – no report
Public Safety – Pete Paulsen - no report
Public Works – Chuck Stowe – no report

**PUBLIC HEARING - A. A Public Hearing on the Proposed 2017 Corporate Property Tax Levy.**

City Manager Brian Gregory said the ordinances 2017.17 through 2017.19 on the agenda establish the 2017 levy and abate debt service on certain bond issues. Each is presented for first reading only to give the public an opportunity to be heard on the basic levy issues and to consider the enactments that address them. Unless the Council directs otherwise, a second reading will be held on these ordinances on December 18th.

Based upon an estimated city-wide EAV of $424,079,424 in 2017—an increase of over $34 million in the City’s collective real estate wealth from 2016—the proposed corporate levy should result in a tax rate of $.96523 per $100 EAV. This rate represents a 4.89% decrease from the 2016 rate.

The tables below illustrate the recent history of City levies along with the breakdown of operational and pension obligations:

<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>General Operating</td>
<td>1,442,362</td>
<td>1,407,322</td>
<td>1,407,322</td>
<td>1,407,322</td>
<td>1,407,322</td>
<td>1,407,322</td>
<td>1,407,322</td>
<td>1,432,476</td>
</tr>
<tr>
<td>FICA/IMRF</td>
<td>376,153</td>
<td>337,175</td>
<td>337,175</td>
<td>337,175</td>
<td>337,175</td>
<td>337,175</td>
<td>337,175</td>
<td>337,175</td>
</tr>
<tr>
<td>Police Pension</td>
<td>324,526</td>
<td>341,525</td>
<td>341,525</td>
<td>341,525</td>
<td>356,321</td>
<td>418,537</td>
<td>528,471</td>
<td>570,593</td>
</tr>
<tr>
<td>Fire Pension</td>
<td>461,580</td>
<td>518,599</td>
<td>518,599</td>
<td>518,599</td>
<td>530,747</td>
<td>594,763</td>
<td>595,926</td>
<td>613,614</td>
</tr>
<tr>
<td>Crossing Guards</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>Total Levy</td>
<td>2,624,621</td>
<td>2,624,621</td>
<td>2,624,621</td>
<td>2,624,621</td>
<td>2,651,565</td>
<td>2,777,797</td>
<td>2,888,894</td>
<td>2,973,858</td>
</tr>
<tr>
<td>City Tax Rate</td>
<td>0.60303</td>
<td>0.63912</td>
<td>0.70715</td>
<td>0.76378</td>
<td>0.78527</td>
<td>0.77703</td>
<td>0.74127</td>
<td>0.70125</td>
</tr>
</tbody>
</table>

**Overall Impact:**
- Should result in a level City tax rate of 0.70125.
- The total levy is $2,973,858; with $1,432,476 going to general operations.
- The levy is maintained at the 2016 level and then applied to existing EAV to calculate the rate of 0.70125.
- The rate is then applied to new construction EAV of $12,116,063.
- Property Taxes minus the portion going directly to the Police and Fire Pension funds would represent only 11.78% of all budgeted FY18 General Fund expenditures, less pass-thru pension transfers ($15,190,081).
- Increases the funds available for general operations by $25,154.
**Resulting Impact on Single-Family Homeowner:** With each of the options, residents want to know what the impact is on their home. The chart below shows the estimated change in the City tax bill for a $200,000 home in 2016 (payable in 2017) and the same home in 2017 (payable in 2018) which is now valued at an estimated $211,400 based on the average increase in EAV (5.7%):

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property EAV</td>
<td>66,667</td>
<td>70,467</td>
</tr>
<tr>
<td>City Tax Rate</td>
<td>0.74127</td>
<td>0.70125</td>
</tr>
<tr>
<td>City Tax Bill</td>
<td>$494.18</td>
<td>$494.15</td>
</tr>
<tr>
<td>Difference</td>
<td>-$.03</td>
<td></td>
</tr>
</tbody>
</table>

The Sycamore Library Board voted to levy $1,119,500. The total property taxes to be levied for the corporate purposes of the City of Sycamore (the City and the Library levies combined) for 2017 would be $4,093,358. The resulting corporate tax rate is estimated to be $.96523 per $100 EAV.

**Proposed Sycamore Library Levy and Library Levies of Recent Years**

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<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Levy</td>
<td>$872,564</td>
<td>$915,366</td>
<td>$943,400</td>
<td>$971,702</td>
<td>$971,702</td>
<td>$1,020,287</td>
<td>$1,066,295</td>
<td>$1,119,500</td>
</tr>
<tr>
<td>Library Tax Rate</td>
<td>0.200479</td>
<td>0.22289</td>
<td>0.25418</td>
<td>0.28278</td>
<td>0.28778</td>
<td>0.28539</td>
<td>0.27360</td>
<td>0.26398</td>
</tr>
</tbody>
</table>

The City Council is obliged to pass the Library’s levy request, provided the annual Library levy does not exceed .6% of the community’s EAV.

**Resulting Impact on Single-Family Homeowner:** With each of the options, residents want to know what the impact is on their home. The chart below shows the estimated change in the City tax bill for a $200,000 home in 2016 (payable in 2017) and the same home in 2017 (payable in 2018) which is now valued at an estimated $211,400 based on the average increase in EAV (5.7%):

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property EAV</td>
<td>66,667</td>
<td>70,467</td>
</tr>
<tr>
<td>City Tax Rate</td>
<td>0.27219</td>
<td>0.26398</td>
</tr>
<tr>
<td>City Tax Bill</td>
<td>$181.46</td>
<td>$186.02</td>
</tr>
<tr>
<td>Difference</td>
<td>-$.03</td>
<td></td>
</tr>
</tbody>
</table>

As no one addressed the Council, Mayor Lang closed the public hearing.

**ORDINANCES -**


City Manager Brian Gregory said when reviewing which side of the street to make no parking, staff reviewed the previous parking patterns and as-built conditions in an effort to maximize the number of spots. After the first two-hundred feet, all of the driveways are on the west side of the street and account for 227’ of unusable space. While fire hydrants are on the east side, only 90’ of space would be designated no parking. He said this is about safety; allowing emergency vehicles and snow plows to get through.

As a result, staff recommends section 6-4-10, “No Parking Zones” be modified as follows:
MOTION
Alderperson Paulsen moved to approve Ordinance 2017.14 and Alderperson Stowe seconded the motion.

VOICE VOTE
Mayor Lang called for a voice vote to approve the motion. All Alderpersons voted aye. Motion carried 8-0.

City Manager Brian Gregory said the City has and will experience vacancies and retirements in certain positions, most recently, in the Public Works and Police Departments. At these times, they look to make changes that would better the operations and the efficiency of how the City operates. This year, in the Police Department, the Deputy Chief position will not be filled, removing one rank, bringing the total to four; Chief, Commander, Sergeant and Officer/Investigator. A current officer will be promoted to Sergeant which will ultimately result in a Sergeant of Investigations. The promoted Officer will be replaced by a new officer. With the changes, the number of positions are maintained and the cost savings will allow for part-time help at the front desk. In Public Works, the position of Assistant Director of Public Works will not be filled. An Assistant Superintendent position will be added in each of the operating divisions: Water, Wastewater, Treatment Plant, and Streets bringing the number of ranks to four; Director, Superintendent, Asst. Superintendent and Laborer. These positions will be filled by the promotion of current laborers who will take on additional responsibilities and serve as “street level” supervisors similar to the day-to-day responsibilities of Lieutenants in the Fire Department or Sergeants in the Police Department. One laborer will be hired that will be based primarily in the Street Division, but will be able to assist the other divisions as needed. He said that this will bring the departments in line but also offer opportunities to develop these employees so they have the skill set and opportunity to advance. We look at the City’s needs and the best use of our resources, as this will achieve a cost savings. Setting the structure is the primary step. With structural change, inevitably, there will be a period of time where job titles, functions and responsibilities are assessed and adjustments are made in future fiscal years.

Alderperson Braser asked if there is still a line of succession.

City Manager Brian Gregory said yes, as in the past.

MOTION
Alderperson Kramer moved to waive First Reading on Ordinance 2017.16 and Alderperson Paulsen seconded the motion.

VOICE VOTE
Mayor Lang called for a voice vote to approve the motion. All Alderpersons voted aye. Motion carried 8-0.

MOTION
Alderperson Kramer moved to approve Ordinance 2017.16 and Alderperson Paulsen seconded the motion.

Alderperson Kramer said he thinks it’s a great idea.

Mayor Lang said it is well thought out, working with all the employees to satisfy the needs of the City

ROLL CALL VOTE
Mayor Lang called for a roll call vote to approve the motion. Alderpersons, Stouffer, Stowe, Bauer, Braser, Copple, Kramer, Paulsen, Sherrod voted Aye. Motion carried 8-0.

C. Ordinance 2017.17—An Ordinance Levying Taxes for the Corporate Purposes of the City of Sycamore for the Fiscal Year Commencing May 1, 2018 and Ending April 30, 2019. First Reading.

City Manager Brian Gregory said, at the top of this agenda, a public hearing was held on the proposed 2017 corporate property tax levy for the City of Sycamore. The proposed corporate levy of $4,093,358 includes a City levy of $2,973,858 and a Sycamore Public Library levy of $1,119,500. Assuming a city-wide EAV of $424,079,424 in 2017—an increase of over $34 million in the City’s collective real estate wealth from 2016—the proposed corporate levy should result in a tax rate of $.96523 per $100 EAV.

City Manager Brian Gregory said the 2012 Refunding Bond was issued in July 2012 to refinance the 2002 General Obligation Bond and the majority of the 2003 General Obligation Bonds. All of the debt service ($261,000) on the 2012 Refunding Bond series will be abated. This approach is consistent with the City policy of paying the greatest share of its annual general obligation bond debt service from general revenues other than property taxes. The attached ordinance will levy $261,000 and abate $261,000, so the extension will be $0.00. The debt service will be paid by the 2012 Bond Proceeds Fund (Fund 36) which gets its primary revenue from General Fund, Capital Fund (Fund 6) and Motor Fuel Tax Fund (Fund 7) transfers. These are the same sources that funded the 2002 and 2003 issues. In FY19 alone, the refunding results in $40,045 in debt service savings. He said this is true savings.

Mayor Lang said this is terrific as we have taken the effort to do this and it has saved the City $40,000.


City Manager Brian Gregory said this ordinance concerns the FY2018-2019 debt service on the 2017 General Obligation Refunding Bond. Historically, the City has levied $155,000 for debt service to be applied to the 1999, 2005 and 2007 bond funds. Both the 1999 and 2005 bonds have been retired and the 2007 series was refunded as part of the 2017 Refunding Bond, therefore the levy will be applied to the 2017 series. As a result, the total levy is $320,297.33 and $165,297.33 will be abated. The debt service will be paid from the 2017 Bond Fund (Fund 38) which receives its principal revenue from a General Fund and Capital Fund transfers.

RESOLUTIONS – None

CONSIDERATIONS - None

OTHER NEW BUSINESS

APPOINTMENTS - None

City Manager Brian Gregory wanted to make note that Director Sauter reported earlier that there was $70.8 Million in permit activity so far. He said when we talked about the property tax levy this year, with last year permit activity being at $52.2 Million investment, we are able to do what we do because of that economic development. The year isn’t done and we are already at $70.8 Million. It’s been a good year. He said people want to be in Sycamore.

ADJOURNMENT

MOTION

Alderperson Stowe moved to adjourn the meeting at 8:51 p.m. and Alderperson Paulsen seconded the motion.

VOICE VOTE

Mayor Lang called for a voice vote to approve the motion. All Alderpersons voted aye Motion carried 8-0.

Approve:

___________________________
Mayor – Curt Lang

Attest:

____________________________
City Clerk – Mary Kaik