

SYCAMORE CITY COUNCIL
AGENDA
May 6, 2019

CITY COUNCIL COMMITTEE MEETINGS

No Committee Meetings are Scheduled.

REGULAR CITY COUNCIL MEETING
7:00 P.M.

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. SWEARING-IN OF ELECTED OFFICIALS**
 - A. Swearing-in of First Ward Alderman Josh Huseman, Second Ward Alderman Chuck Stowe, Third Ward Alderwoman Nancy Copple and Fourth Ward Alderman Rick Kramer.
- 4. PLEDGE OF ALLEGIANCE**
- 5. APPROVAL OF AGENDA**
- 6. AUDIENCE TO VISITORS**
- 7. CONSENT AGENDA**
 - A. Approval of the Minutes for the Regular City Council Meeting of April 15, 2019.
 - B. Payment of the Bills for May 6, 2019.
- 8. PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS.**
 - A. A Proclamation Declaring May 11th as Museum Day in the City of Sycamore, Illinois.
 - B. A Proclamation Declaring May 5th to May 11th, 2019 as Public Service Recognition Week in the City of Sycamore.
 - C. A Proclamation Declaring May 5th to May 11th, 2019 as National Arson Awareness Week in the City of Sycamore.
 - D. A Proclamation Declaring May 6th to May 16th, 2019 as National Police Week in the City of Sycamore.

9. REPORTS OF OFFICERS

10. REPORTS OF STANDING COMMITTEES

11. PUBLIC HEARINGS—None

12. ORDINANCES

A. Ordinance No. 2019.01—An Ordinance Amending Title 2, “Boards and Commissions,” Chapter 1, “Plan Commission,” Chapter 2, “Board of Zoning Appeals,” Chapter 6, “Board of Local Improvements,” Chapter 7, “Economic Development Committee” and Chapter 10, “Playground and Recreation Board,” of the City Code of the City of Sycamore, Illinois. First and Second Reading.

On April 15th the Council considered recommendations from Mayor Lang regarding the structure and mission of certain City boards, committees and commissions. The proposed changes were aimed at updating the City Code to reflect current and best practices, with an emphasis on creating efficiencies to streamline processes and be business-friendly.

A summary of the modifications to Title 2, “Boards and Commissions,” is outlined below:

Chapter 1: Plan Commission

It is recommended that the Board of Zoning Appeals (BZA) be consolidated with the Plan Commission to form the “Planning and Zoning Commission”. There are several factors that were considered when making this recommendation including:

- The Board of Zoning Appeals rarely meets (approximately once per year) as most variances are part of planned developments considered by the Plan Commission.
- A Planning and Zoning Commission that meets regularly provides more continuity and efficiency for individuals and businesses. A recent example where the process could have been more efficient was when a family was required to go before both the BZA and Plan Commission in order to rebuild their home after a structure fire.

Chapter 2: Board of Zoning Appeals

The Board of Zoning Appeals would be consolidated with the Plan Commission. All authority of the BZA would be redirected to the newly created Planning and Zoning Commission. The Board of Zoning Appeals would otherwise be deleted from the City Code.

Chapter 6: Board of Local Improvements

The Board of Local Improvements has not been used by the City since 1988. This Board was used prior to the City moving to a Council-Manager form of government. It is recommended that this chapter be deleted from the City Code and an ad hoc committee could be formed if this type of board was needed at any point in the future.

Chapter 7: Economic Development Committee

According to City Code, the Economic Development Committee is made up of ten residents to assist the Mayor in the planning and development of the City's economic base, the publicizing of same and in the application for Federal and State grants for economic development for the purpose of maintaining, revitalizing and attracting sound and stable commercial growth. While many of the goals of the committee remain the same, others such as responsibility of grant applications have been assumed by full-time staff.

Mayor Lang is proposing the following modifications regarding the structure and mission of the Economic Development Committee:

The updated mission for the committee is to provide input as the City creates planning and development strategies that aim to diversify the tax base, to promote private/public partnerships, and to stimulate investment of the City's economic base. In addition, the Committee shall help publicize development and redevelopment plans including residential, commercial, industrial and tourism related initiatives.

Furthermore, Mayor Lang is recommending that a mix of Sycamore residents and businesses be represented on the committee along with a representative from the City Council, Chamber of Commerce and DeKalb County Economic Development Corporation. The Mayor, City Manager and City Attorney would serve as ex-officio members.

Chapter 10: Playground and Recreation Board

In 1995, the City relinquished authority previously held by this board to the Sycamore Park District. Mayor Lang is recommending that language related to this board be deleted.

Pending Council action, Mayor Lang has prepared a slate of appointments for the respective boards, committees and commissions later in the agenda.

City Council approval is recommended.

13. RESOLUTIONS

A. Resolution No. 792—A Resolution Requesting the Permission of the Illinois Department of Transportation to Close Illinois Route 64 from Main Street to Sacramento Street from 5:00 A.M. Until 5:00 P.M. on Sunday, July 28, 2019 to Allow for the “Turning Back Time” Car Show in the City of Sycamore, Illinois.

The organizers of the “Turning Back Time” car show have requested the closing of Route 64 from Main Street to Sacramento Street from 5:00 a.m. to 5:00 p.m. on Sunday, July 28, 2019 for the annual car show. As in previous years, the car show will feature vendors, antique cars, musical entertainment and should be well-attended. This year marks the twentieth annual show.

City Council approval is recommended.

B. Resolution No. 793—A Resolution Requesting Permission from the Illinois Department of Transportation to Close Illinois Route 64 from Governor Street to Sacramento Street from 6:00 P.M. Until 7:30 P.M. on Wednesday, October 2, 2019 to Allow for the Sycamore High School Homecoming Parade in the City of Sycamore, Illinois.

The attached resolution requests IDOT's permission to close a portion of Illinois Rt. 64 for the Sycamore High School Homecoming parade on October 2, 2019.

City Council approval is recommended.

C. Resolution No. 794—A Resolution Requesting Permission from the Illinois Department of Transportation to Close Illinois Route 64 from Kingsway Drive to Sacramento Street between 8:30 AM and 10:00 AM on Sunday October 27, 2019 to Allow for the “Road Run” as Part of the Pumpkin Festival in the City of Sycamore, Illinois.

The Sycamore Chamber of Commerce has requested the closing of Illinois Route 64 from Kingsway Drive to Sacramento Street from 8:30 a.m. to 10:00 a.m. on Sunday, October 27, 2019 for the Pumpkin Run. As in previous years, Illinois Route 64 will be opened as runners clear the course.

City Council approval is recommended.

D. Resolution No. 795—A Resolution Requesting Permission from the Illinois Department of Transportation to Close Illinois Route 64 from Locust Street to Sacramento Street from 12:00 Noon Until 5:00 P.M. on Sunday, October 27, 2019 to Allow for the Pumpkin Festival Parade in the City of Sycamore, Illinois.

The Pumpkin Festival Committee has requested the closing of Illinois Route 64 from Locust Street to Sacramento Street from 12:00 p.m. to 5:00 p.m. on Sunday, October 27, 2019 for the Pumpkin Parade as part of the 58th annual Pumpkin Festival. This year's Pumpkin Festival runs from October 23rd through October 27th.

City Council approval is recommended.

14. CONSIDERATIONS

A. Consideration of a Recommendation from the Building & Engineering Department Regarding the Award of a Contract for Concrete Removal and Replacement as Part of the 2019 Street Maintenance Program to Elliott and Wood of DeKalb, Illinois in the Amount of \$127,389.00.

This summer, streets within the Foxpointe Subdivision will be improved and maintained using a variety of techniques. As part of the overall project, the City is required to correct and repair existing sidewalk ramps to meet the requirements of the Americans with Disabilities Act. In addition, storm inlets will be repaired and small sections of sidewalk in disrepair will also be

replaced as part of the contract. Concrete work will be completed by July 17th and prior to the start of street work.

Bids for this part of the 2019 Street Maintenance Program were opened on Wednesday, May 1st at 10:00 am. A total of two bids were submitted as follows:

Company	Base Bid
Elliott and Wood, DeKalb	\$127,389.00
Alliance Contractors, Woodstock	\$155,349.85

The Engineer's estimate for this project was \$93,674.15 based on previously received unit prices for similar work. The Building and Engineering Department recommends awarding the contract to Elliott and Wood of DeKalb, Illinois in the amount of \$127,389.00.

City Council approval is recommended.

B. Consideration of a Public Works Department Request for an Open Purchase Order for Replacement Water Meters.

The Water Division of the Public Works Department uses two drive-by meter radio systems to gather meter reads from over 5,000 water meters currently in use. Accurate reading and billing of water use is vital to support operational and capital needs within the Water Division. Without pass through fees, over 95% of the Water Division's revenue is attributed directly to water sales.

The Division's goal is to replace the roughly 1,500 Badger Trace radios (due to age and failure of reading equipment) and 1,000 manual walk-up read meters by 2023 with a drive-by meter radio system, substantially decreasing the time involved to gather water meter readings. The Water Division has budgeted to replace approximately 650-700 meters in FY2020.

Replacement of the water meter and radio device typically occur every 15 to 20 years before the battery life of the radio transmitter has been exhausted. Once the battery stops functioning, the radio ceases to transmit and the drive-by reading equipment can no longer read the water meter. Accounts that have radio transmitting devices that no longer function require the water bill to be estimated until such time that the radio device can be replaced, and an actual meter reading can be taken off the face of the water meter.

Warranty periods for water meters begin upon purchase and not installation, therefore it is not recommended that the City keep a large amount of stock on hand. As a result, the Water Division purchases meters and radio transmitters as-needed throughout the fiscal year.

Council approval is requested for the purchase of up to \$200,000 in water meters and radio transmitters from two companies, Core & Main LP and Midwest Meter Inc. Council's approval of the request will allow for the on-going replacement of aging water meters, manual read meters and non-functioning radio devices. This will help ensure the accurate and efficient gathering of water meter readings and proper billing of water use consumption to the City's water customers.

City Council approval is recommended.

C. Consideration of a Fire Department Recommendation to Award a Bid for a 2019 Ford F-350 Superduty XLT Brush Truck Chassis to Sycamore-DeKalb Automotive Group of Sycamore, Illinois in the Amount of \$34,915.00.

The FY20 capital budget includes an allocation of \$36,000 from the General Capital Fund (06-000-8521) to purchase a brush vehicle. This will replace Utility #1, a 1992 Ford diesel ¾ ton pick-up truck with almost 179,000 miles.

A request for proposals was placed in the local newspaper on April 8th with the bid opening was held on April 26, 2019. Three bids were received as listed in the table below:

Bidder	Base Price	Trade-In	Total Price
Brad Manning Ford, DeKalb	\$37,213.00	\$1,500.00	\$35,713.00
Veto Enterprises, Sycamore	\$35,981.00	\$1,200.00	\$34,781.00
Sycamore-DeKalb Automotive Group, Sycamore	\$34,915.00	\$2,500.00	\$32,415.00

The Fire Department recommends award of the bid to the lowest responsible bidder, Sycamore-DeKalb Automotive Group of Sycamore, Illinois in the amount of \$34,915.00. An allowance of \$2,500.00 will be applied as trade-in for Utility #1, bringing the cost to \$32,415.00.

City Council approval is recommended.

D. Consideration of a Police Department Recommendation to Award a Bid for a 2020 Ford Utility Interceptor to Currie Motors of Frankfort, Illinois in the Amount of \$33,439.00.

The City’s FY2020 capital budget includes the purchase of a patrol vehicle as part of the annual fleet rotation. In April, a request for proposal for a 2020 Ford Interceptor was published in the local newspaper and posted on the City of Sycamore web site. A total of 2 bids were submitted and opened on May 1st. The table below reflects those bids received during the open bid process and a cooperative purchase pricing program:

Bidder	Single Vehicle Bid Price w/Title, Registration, & Delivery
Veto Enterprises, Sycamore, IL	\$33,900
Manning Ford, DeKalb, IL	\$35,759
Cooperative Pricing	
Currie Motors, Frankfort, IL	\$33,439

The City has a competitive bidder policy, commonly referred to as a local preference policy that allows the lowest responsible local bidder to match the lowest price, provide the submitted bid is within 5% of the lowest quote. In this case, the quote from Veto Enterprises is 1.38% higher than the cooperative purchasing stated price. The Police Department contacted Veto Enterprises, and the company is unable to match the lowest price. Therefore, the lowest responsible bid is from Currie Motors of Frankfort, Illinois in the amount of \$33,439.00. Delivery of these vehicles

is approximately 10-14 weeks. Upon receipt, the patrol vehicle will need to be equipped and marked which will be within the budget.

City Council approval is recommended.

E. Consideration of a Request by Vito Brandonisio of Ristorante di Acquaviva to Create a Twelfth Class B Bar License.

The City has been approached by Vito Brandonisio of Ristorante di Acquaviva, a current class A liquor license holder with interest in obtaining a class B license, commonly referred to as a bar license. When meeting with the Liquor Commissioner, Mr. Brandonisio noted that when his business was first established it only included one store front and was focused more as an “exclusive restaurant”. In recent years, the business was expanded into the adjacent storefront to create a bar setting. In his request, Mr. Brandonisio notes that the conversion of his current restaurant license to a bar license would help “expand [the] business and add to the tax base in Sycamore”.

Chapter 3-2-7, “Number of Licenses,” Section 2. Class B; “Bars,” of the City Code reads:

A maximum of ten (10) for the first twelve thousand one hundred (12,100) in population. Thereafter, one class B license shall be authorized for each three thousand (3,000) in population. By a three-fourths (3/4) vote of the corporate authorities, the proration of licenses by population may be waived to accommodate an application for a new bar license.

In 2015, an additional class B license was created, however, with the changes to the classifications to carve-out video gaming cafés, there was not enough demand for the license and it was repealed. With over 450 units permitted since the last census (17,519 population) and 2.66 persons per household according to US Census data, the City’s estimated current population is likely in the range of 18,500 to 19,000. The estimated population would seemingly satisfy criteria required for the creation of an additional license.

City Council direction is requested.

15. APPOINTMENTS

Mayor Lang has prepared the following appointments for consideration and action:

City Council Finance Committee: Alderman Josh Huseman.

City Council Public Works Committee: Alderman Josh Huseman.

Fire and Police Commission: Re-appointment of Ken Mundy (Term ends 2022).

Police Pension Board of Trustees: Justin Kness, President (2020), Dan Ludwig, Secretary (2021) and Dave Leifheit (2021).

Human Relations Commission: Re-appointment of Mary Bauer (2023), Father Carl Beekman (2023) and Reverend Steve Persson (2023).

Economic Development Committee: Appointment of Jeff Fischer (2022) and Tom Weaver (2022).

Sycamore Library Board: Re-appointment of Alderwoman Nancy Copple (2022) and Alex Wall (2022) and appointment of Eric Anstedt (2022).

Planning and Zoning Commission: Re-appointment of Dave Finney (2021) Ted Strack (2021) and Steve Nelson (2021) and appointment of Matt Woodstrup (2021) and Nate Kitterman (2021).

Architectural Review Committee: Appointment of Kim Kramer and Pat Balentyne.

The City would like to recognize and thank the following out-going board members for their service to the City:

Jim Bisceglie (Library Board), Don Paulsen (Economic Development Committee), Ron Bemis (Plan Commission), Ken George (Plan Commission), Kelly Tilstra (Architectural Review Committee), Paul Anderson (Board of Zoning Appeals), Marilyn Looney (Board of Zoning Appeals), Steve Loptien (Board of Zoning Appeals) and William Mitchell (Board of Zoning Appeals).

16. OTHER NEW BUSINESS

17. ADJOURNMENT