

SYCAMORE CITY COUNCIL
AGENDA
July 15, 2019

CITY COUNCIL COMMITTEES
No Committee 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 July 1, 2019.
 - B. Payment of the Bills for July 15, 2019.
7. **PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS**
8. **REPORTS OF OFFICERS**
9. **REPORTS OF STANDING COMMITTEES**
10. **PUBLIC HEARINGS**
11. **ORDINANCES**

A. Ordinance 2019.14—An Ordinance Authorizing the Re-Zoning of Certain Properties in Phase I of the Northwest Sub Area From R-1 Residential to R-4 Rural Residential, Including a Portion of Motel Corner Estates (Michael Schelkopf Properties: Part of PIN 06-19-100-002) in the City of Sycamore, Illinois. First and Second Reading.

Article III of the annexation agreements with the owners of the properties that make-up the Northwest Sub Area calls for the property to be re-zoned to R-4 Rural Residential at the time of annexation. An excerpt from that section of the annexation agreements is as follows:

A. At the same meeting of the Corporate Authorities at which annexation of the Property to the City is accomplished, the Corporate Authorities shall, provided the then Owners have submitted all appropriate petitions, plats and plans in accordance with the requirements of the Unified Development Ordinance, enact such ordinances, adopt such resolutions, and take such actions as are necessary to rezone the Property as set forth in Paragraph B following.

B. The City agrees to allow and approve development of the Property consistent with the zoning of R-4 Rural Residential.

All of the parcels in Phase I of the Northwest Sub Area were re-zoned by City Council action on June 17th except for the portion of this parcel. A public hearing regarding the rezoning was held at the Planning and Zoning Commission meeting on July 8th after appropriate public notice. The Planning and Zoning Commission voted 9-0 to forward a favorable recommendation to the City Council.

City Council approval is recommended.

B. Ordinance No. 2019.15—An Ordinance Approving a Special Use Planned Unit Development, Preliminary Plat, Final Plat, and Development Plans for the Fowler Farm Estates Subdivision (PIN number 05-24-200-026), in the City of Sycamore, Illinois. First and Second Reading.

In the fall of 2015, six property owners comprising the majority of the Northwest Sub Area submitted annexation agreements for consideration. After holding a public hearing and considering whether the annexation agreements were consistent with the Northwest Sub Area Plan and the City's UDO, the Plan Commission forwarded a favorable recommendation to the City Council on October 12, 2015. The City Council held a subsequent public hearing and first reading of the ordinances on October 19, 2015. On November 2, 2015, the City Council voted 6-3 to deny the first of the six ordinances and 8-1 to deny the remainder in omnibus fashion. The six ordinances combined would have established annexation agreements for 300.99 acres in within the Northwest Sub Area. The Council subsequently voted 5-3 on November 16th to reconsider and refer the matter back to the Plan Commission for future consideration. Staff recommended that a planning workshop be held to further discuss and address any concerns with provisions of the Northwest Sub Area Plan, the corresponding Unified Development regulations and the annexation agreements to provide further direction before the Plan Commission heard this consideration.

In January 2016, the City Council and Plan Commission participated in a joint workshop to discuss provisions and bulk regulations relating to the R-4, Rural Residential, Zoning Classification. Several other details such as storm water requirements, the use of private well and septic, private streets, and the impact development would have on other units of local government had been addressed previously throughout a series of public meetings at both the Plan Commission and City Council levels. Discussions from the workshop led to the following amendments to the Unified Development Ordinance that were approved by the City Council in March 2016.

The City Council approved Annexation Agreements with the property owners that established the terms and conditions of future annexation in May 2016. The next step in the development process is the annexation and re-zoning of the properties in Phase I, consisting of 182.721 acres. On June 17th, the City Council will consider annexation ordinances for these properties and upon annexation the petitioners are requesting to re-zone the property from R-1 Single Family Residential (default zoning) to R-4, Rural Residential.

On June 17, 2019, the City Council voted to annex and re-zone properties in Phase I of the Northwest Sub Area.

Steve Glasgow, owner of the Fowler Farm Estates subdivision within the Northwest Sub Area has submitted a Preliminary Plat, Final Plat and Development Plans for consideration.

The property totals 41.57 acres with 9 lots proposed lots (8 developable and 1 reserved as a drainage easement) ranging in size from 3.084 acres to 7.283 acres. The average lot size is approximately 4.3 acres.

Mr. Glasgow's plans meet the intent of the R-4 zoning designation, however staff recommended that the platting process be in the form of the Planned Unit Development as the lots are irregular shaped. This was discussed during concept plan workshops in 2015 and 2016 as the most appropriate way to acknowledge acceptance in the development process.

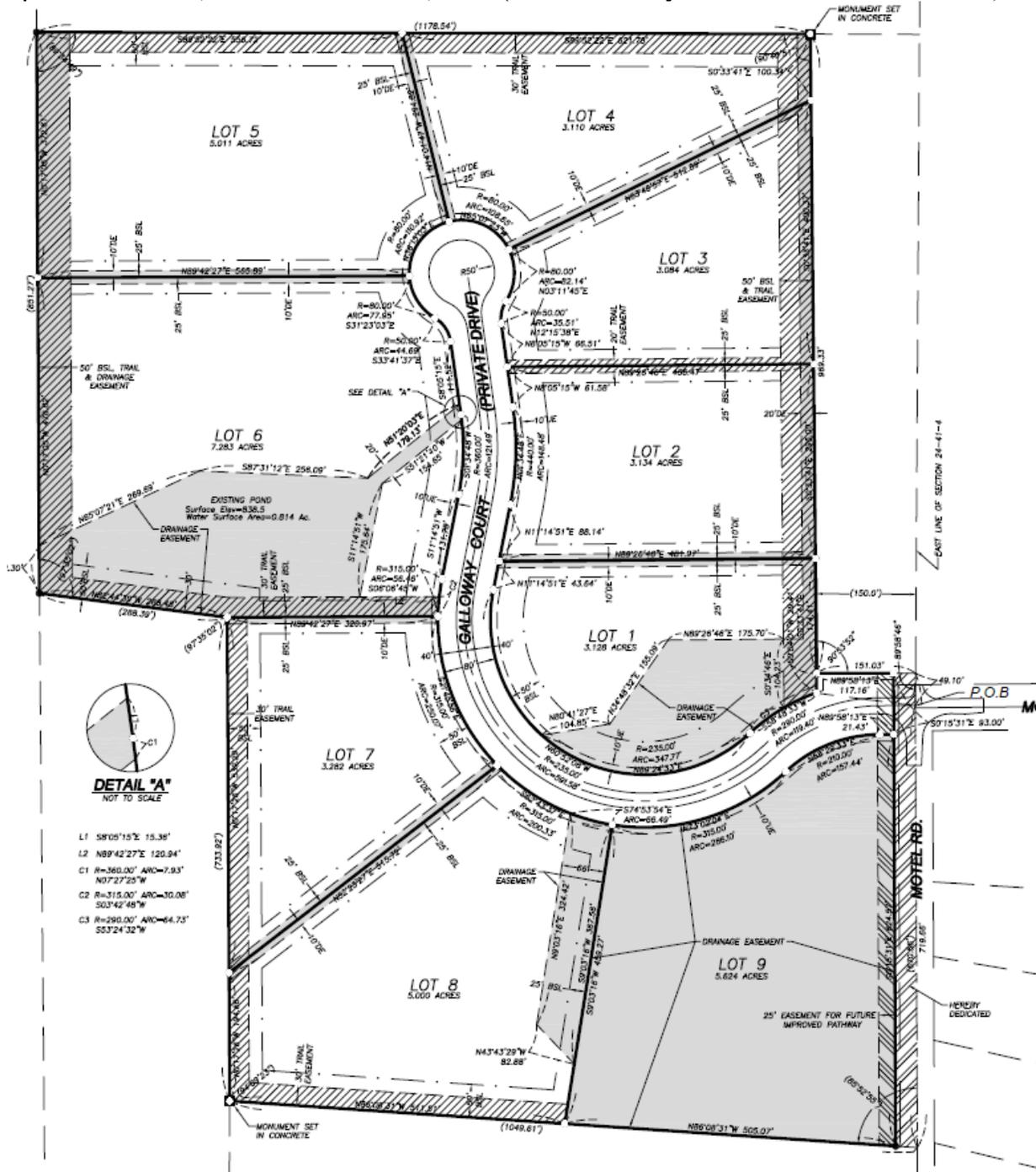
All required easements, including a 25' easement for a future improved pathway as requested by the Sycamore Park District, are shown on the Final Plat. Stormwater and run-off calculations have been verified and accepted by the City Engineer. The subdivision will be developed, constructed and managed consistent with the bulk regulations outlined in the Unified Development Ordinance, the City Code, Building Codes and the Annexation Agreement.

The Final Plat also includes the required language related to the Sportsman's Club as follows:

"The Owner, for Owner and Owner's successors in interest, covenants with the Sycamore Sportmens' Club, and its successors and assigns, that neither Owner nor any successor in interest to Owner, may bring any action for public or private nuisance or trespass arising out of or as a consequence of noise or sound emissions resulting from the normal use of the firearm range."

"Further the Owner or Owner's successors in interest, shall execute and record an easement agreement with the Sycamore Sportsmen's Club substantially consistent with the easement

agreement entered between (1) Michelle T. Glasgow and Steve G. Glasgow and (2) the Sycamore Sportsmen's Club, Inc. on November 8, 2010 (DeKalb County Document No. 2011-004619)".

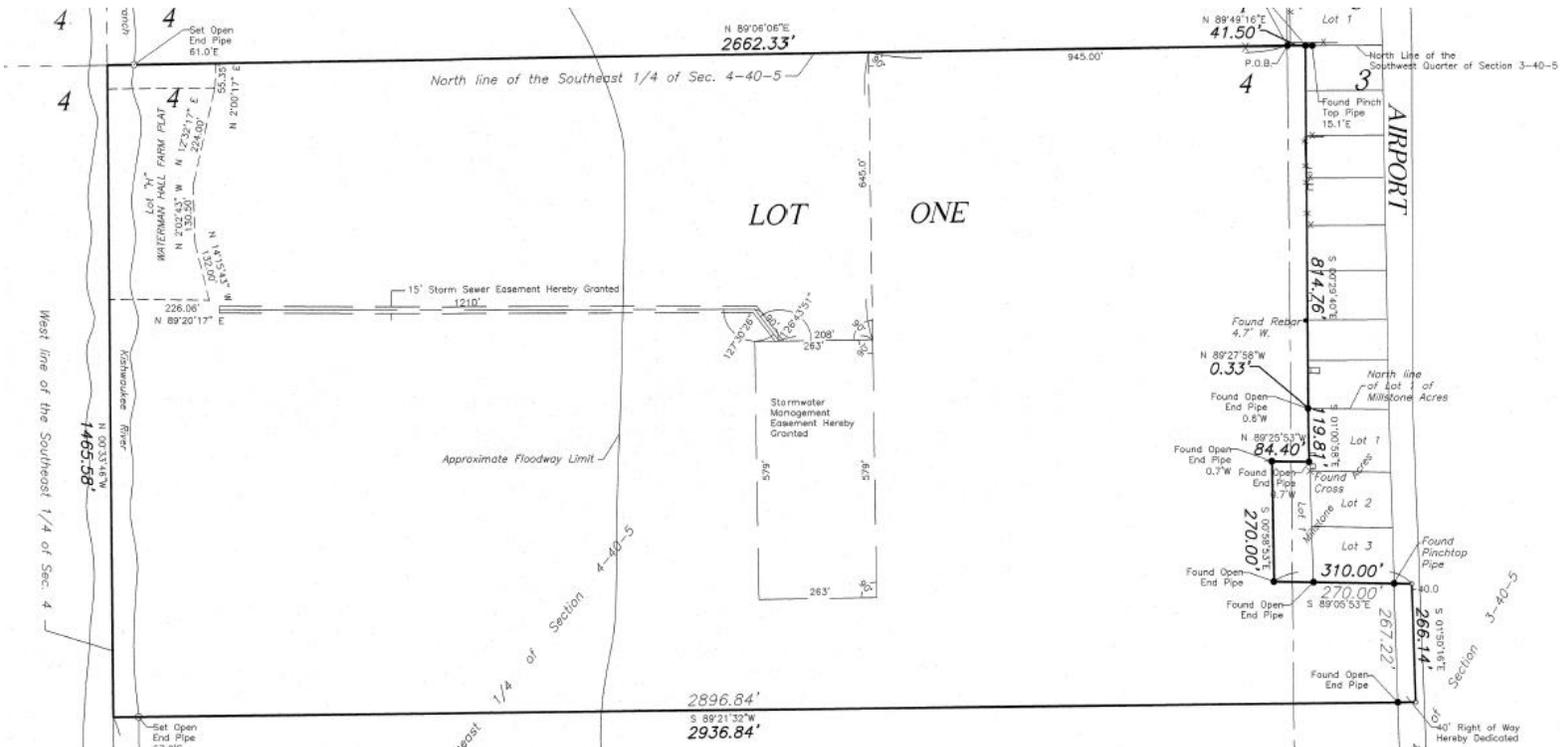


A public hearing regarding the Planned Unit Development was held at the Planning and Zoning Commission meeting on July 8th after appropriate public notice. The Planning and Zoning Commission voted 9-0 to forward a favorable recommendation to the City Council.

City Council approval is recommended.

C. Ordinance No. 2019.16—An Ordinance Approving a Final Plat of the Airport Road South Subdivision (Commonly Known as the Sycamore Park District Soccer Complex, PIN 09-04-400-007 and 09-04-251-001) in the City of Sycamore, Illinois. First and Second Reading.

The Sycamore Park District plans to begin development of the Soccer Complex on South Airport Road summer. The property was annexed to the City in 2016. The Park District has prepared a Final Plat that includes one lot totaling 92.24 acres west of Airport Road and south of the current Sports Complex.



Staff reviewed the plat and finds it consistent with the Annexation Agreement.

The Planning and Zoning Commission voted 8-0-1 to forward a favorable recommendation to the City Council.

City Council approval is recommended.

12. RESOLUTIONS

A. Resolution No. 800—A Resolution Authorizing the City Manager to Execute a Legal Services Agreement Between the City of Sycamore and the Foster, Buick, Conklin and Lundgren, LLC.

The City's agreement for legal services with Foster, Buick, Conklin and Lundgren Law Group is set to expire at the end of August. The City Manager has prepared a two-year extension with the firm to continue to provide the City's legal services.

This is outlined in the attached agreement as follows:

- The term of the agreement is for two years (September 1, 2019 through August 31, 2021; with two additional one-year extension options through 2023).
- The firm's monthly retainer will be \$6,000 in year one and increase by 2% each year thereafter. Foster, Buick, Conklin and Lundgren will regularly schedule two hours per week on the City premises to meet with staff.
- Work which does not fall under the retainer (e.g. bond work, litigation, labor negotiations, and annexations) would continue to be billed at \$150 per hour during the first two years of the agreement. Work for any services where the City will be passing the cost of such services on to 3rd parties will be billed at the firm's normal rates. The hourly billable rate will be increased by 2% each year the renewal options are exercised.
- The essential duties and responsibilities of the firm would remain unchanged.

City Council approval is recommended.

13. CONSIDERATIONS

A. Consideration of an Administration Recommendation to Enter Into an Intergovernmental Agreement with the County of DeKalb Regarding the Sale of Certain Properties, Peace Road Improvements Compensatory Storage and Relocation of Material at the Wastewater Treatment Plant.

The City of Sycamore and DeKalb County enjoy a positive working relationship having cooperated on numerous projects that benefit both organizations and those they serve.

In the past few months, the City and County have discussed a number of topics that led to the framework of a mutually beneficial Intergovernmental Agreement involving:

The Sale of Certain Properties from the City to the County

In recent months, the City has made modifications to the Public Works reporting structure to better align with the Police and Fire Departments. With the change in structural alignment, Water Division operations were moved to the City's Public Works campus on North Cross Street. As a result, the former home of the City's Water Division at 202 E. Page Street becomes surplus property.

Given that all City Public Works personnel are now located at one location, it is operationally efficient to consolidate Public Works equipment and storage in one central location for easy access and to share between all three divisions; Water, Sewer and Streets.

The City began to explore options for consolidation of these remote locations into one campus at roughly the same time the County was out to bid to construct a building for its storage needs. Bids for the County building project came in well above budget and available resources. At that point, City and County staff started discussions regarding the surplus Water Division property and the storage building the City owns on the Engh Farm at 1730 N. Main Street.

Appraisals of the properties were performed by an MAI certified appraiser and came back with fair market values totaling \$475,000. The framework of the IGA between the City and County uses the fair market value as the sale price. The proceeds of the sale should give the City the ability to replicate the storage space (the building may be enlarged with additional capital funds) on the Public Works campus at 475 N. Cross Street. The County will acquire the space it needs near its main campus and within available resources.

The result is a “win-win” solution addressing space needs at locations that improve operational efficiencies for both organizations.

Peace Road Project Compensatory Storage

The County is making safety improvements to Peace Road north of the intersection at Illinois Route 64 and needs to provide 8,547 cubic yards of compensatory storage for the project. At the same time, the City is in the process of expanding its Wastewater Treatment Plant on nearby property and has agreed to provide compensatory storage to satisfy the needs of the County’s Peace Road project while creating the required compensatory storage for City’s Wastewater Treatment Plant project. In return, the County has agreed to truck the dirt from its current location on the Public Works Campus to an off-site location. A significant portion of this dirt is needed for grading along the Peace Road project.

This arrangement is memorialized in the IGA framework and provides benefit to both the City and County.

Plats of both properties being sold need to be completed before the Intergovernmental Agreement can be brought forward for action. It is anticipated that the plats will come before the Planning and Zoning Commission on August 12th with action on the plats and Intergovernmental Agreement scheduled for the City Council on August 19th.

The County Board will consider the IGA at the regular meeting of August 21st.

Pending approval, the City will start construction of a new cold storage building later this fall or early next spring.

City Council direction is requested.

B. Consideration of an Architectural Review Committee Recommendation to Award a Downtown Façade Improvement Grant to Don Paulsen of Paulsen Appliances Located at 245 W. State Street.

Don Paulsen, owner of Paulsen Appliances in downtown Sycamore is planning improvements to the store's façade to unify the storefront, which encompasses multiple former storefronts. Mr. Paulsen intends to remove the current vinyl and cedar shake awnings and install LP siding across the front (including the piers and knee walls) to create a single, unified façade. A new awning will be installed over the main entrance, along with a new glass entry door, a replacement entry door for the upstairs apartments, and seven gooseneck light fixtures.



The portion of the project that is eligible for the Downtown Improvement Program is estimated to cost \$34,358 and is eligible for a fifty percent City match up to \$5,000. Although this application includes multiple addresses, it involves a single storefront. A few years back, language was added to the program that states, “In the case of one building owner with multiple tenants or storefronts, a determination as to the eligibility of any or all tenancies will be made on the merits of the proposal”. This language was added to limit grants by the storefront and not by address, yet still allowing for two unique storefronts in one building to qualify. The Architectural Review Committee considered the request on July 8th and voted 3-0 to recommend a grant to Paulsen Appliances.

City Council approval is recommended.

C. Consideration of a Presentation of the 2018 Fire Department Annual Report.

Fire Chief Pete Polarek will present the Department's Annual Report. The report highlights the Department's activity over the past year and offers a statistical comparison with prior years. The report will be available at the Fire Department and on the City's website at www.cityofsycamore.com.

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