ROLL CALL
Mayor Lang called the meeting to order at 7:00 p.m. and City Clerk Mary Kalk called the roll. Those Alderpersons present were: Pete Paulsen, Virginia Sherrod, Chuck Stowe, Alan Bauer, and Nancy Copple. Aldermen Steve Braser, Rick Kramer, and Josh Huseman were absent. City Attorney Keith Foster was also present.

INVOCATION – Pastor Ray Tilstra gave the invocation.

PLEDGE OF ALLEGIANCE - Led Alderman Pete Paulsen

APPROVAL OF AGENDA
MOTION
Alderperson Sherrod motioned to approve the agenda 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 5-0.

AUDIENCE TO VISITORS

CONSENT AGENDA
A. Approval of the Minutes for the Regular City Council Meeting of February 3, 2020.
B. Payment of the Bills for February 17, 2020 in the amount of $2,561,556.30.

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 Paulsen, Sherrod, Stowe, Bauer, and Copple voted aye. Motion carried 5-0.

PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS

REPORT OF OFFICERS
City Manager – Brian Gregory said Moody's annual bond rating was issued last week and the City kept its Aa2 rating which reflects strong credit and overall satisfaction. The Waste Management “At Your Door” program collected 52,831 pounds of materials in 2019 of which 87.85% was sent for recycling avoiding a landfill. He announced that recognition for the work milestones will be celebrated at the second Council meeting each month starting in May.

Police Chief – Jim Winters said that officers will be participating in training next week with Safe Passage regarding intervention and prevention strategies as it relates to domestic and sexual violence. For perspective, in 2019, there were 286 domestic-related calls. So far this year, officers have responded to 42 calls that have been categorized as domestic-related in nature. We enjoy a good partnership with Safe Passage and hope that this training will continue to build that partnership and make sure the officers continue to provide that service.

Fire Chief – Pete Polarek gave a brief overview of the fire on South Cross Street a week ago and the challenges they had with suppression because of a vehicle hitting a transformer causing all power sources to become energized. He is thankful that no one got hurt on both the fire side and civilian side. He said it was a team effort with the neighbors and all city departments that participated. They are awaiting the outcome on the investigation but are very thankful on many levels.

Director of Public Works – Fred Busse said the work at Well #6 has been completed and went back online last Friday. He said the total repairs came in under $226,000 or $24,000 less than what they anticipated. Before the repairs, the well was putting out about 770 gallons per minute and now it is running about 920 gallons per minute to see a 19% increase in capacity. The WRT radium media exchange for Well #10 has been completed. They submitted the first bacterial sample today and will submit another on Tuesday. If everything goes well, it will be back online Wednesday. All four wells will then
be operating for the first time since October. He also said that three water main breaks have been repaired since the last meeting.

**Treasurer/Asst. to the City Manager – Adam Orton** said the January’s Treasurer’s Report has a benchmark of 75% which reflects the quarterly budget transfers. Both the State and Home Rule Sales Tax continue to trend above the benchmark. The Restaurant & Bar tax is solid at 77% but the Telecommunications Tax continues to lag. They will continue to monitor that throughout the end of the fiscal year. Service charges, driven by ambulance fees and shared income are also strong. The overall revenue including the operating transfers are at 80%, which is weighted for the property taxes. The expenditures are at 74.6% and on the water and sewer side, user fees sit at 77% and 79%. Both Police and Fire Pension funds both saw gains.

**Building & Engineering Director – John Sauter** – said they’re reviewing plans for a 63,000 square foot warehouse addition to Ignatius Press in the Sycamore Prairie Business Park. They’re still in the early stages of the review but a spring start is anticipated. They’re also reviewing plans for a new restaurant that will open in the former Pizza Hut location at 1640 DeKalb Avenue. Based on the plans, it looks like a family-style restaurant with booth and table seating and they’re hoping to open this spring as well.

**Director of Human and Administrative Resources (DHAR) – Maggie Peck** said the City is going out for bid this week for the removal of the Harvestore Square platform, with which Tom Mangan from GeoThink has helped. They are anticipating that this will be the last project for the TIF.

**City Engineer – Mark Bushnell** said our Community Rating Service recertification was completed so anyone in the floodplain, having to purchase a floodplain policy will continue receive a 15% discount to their flood insurance. Metronet is installing Fiber Optic on the north side of town in the North Grove Crossings and Heron Creek neighborhoods, while DNA Communications is working downtown and towards the south. They’ve also had two other fiber optic companies that are in various stages of permitting, so there will be a lot of activity from these crews year round.

**REPORTS OF STANDING COMMITTEES**
Finance – Alan Bauer - no report
Public Safety – Pete Paulsen - no report
Public Works – Chuck Stowe - no report

**PUBLIC HEARINGS - None**

**ORDINANCES**

A. **Ordinance No. 2019.50—An Ordinance Amending Articles 2.4.3 – Duties of the Plat Officer; 4.1.3 – Reimbursement for Staff Review Time; 4.8.3.C.2 – Written Notice; and 5.3 – Permitted Uses and 6.5.2.3.B.3 – Building Use Standards and 1.3 – Definitions of the Unified Development Ordinance of the City of Sycamore, Illinois. First and Second Reading.**

City Manager Brian Gregory said these come to the Council after discussion and a public hearing at the February 10th Planning and Zoning Commission meeting. These amendments come forward with a favorable recommendation by a vote of 10-1. These are aimed streamlining processes, insure that we are business friendly, and in some cases, making sure that the rules are known upfront.

He reviewed the following amendments as detailed in the agenda:

**Article 2.4.3 DUTIES OF THE PLAT OFFICER:**
He explained that the Plat Officer, for which the Unified Development Ordinance (UDO) contemplates many functions, is an appointed position and a role that is filled by the Director of Building and Engineering, John Sauter. This amendment would allow for the Plat Officer to approve a resubdivision for a common wall that currently requires a Special Use and would also include language for approving easements when vacated.

**4.1.3. Reimbursement for Staff Review Time**
He said this allows the discretion of the City Manager to enter into an agreement with a developer upfront on an agreed-upon deposit.

**Article 4.8.3, “Additional Standards and Criteria for Amending the Unified Development Ordinance,” Subsection 4.8.3.C.2, be amended as follows:** 

**WRITTEN NOTICE:**

Proposing to change the public notice mailers to be mailed to properties within 250 feet as opposed to the current 500 feet. This aligns with the State requirement.

**Article 5.3, “Table of Permitted Uses,” be amended as follows:**

**These include the following as per the agenda:**

Veterinary Clinic and Veterinary Hospital
Dental Office/Clinic and medical Office/Clinic
Psychiatrists'/Psychologist’s Office/Clinic
Re-name Medical Cannabis Cultivation Center to Cannabis Cultivation Center.
Make Welding and Welding Equipment a permitted use.
Amend the table to modify titles and remove duplications of Table K.
Amend the table to clarify language regarding single-family attached dwellings and duplexes in table J.

**Article 6.5.2.3.B.3.d:**

Plat Officer approving a subdivision plat that meets criteria.

**Article 1.3, Definitions, Section 1.3.3 Definitions be modified to add the following:**

Metal Products, Fabricated: shall mean the process of forging, stamping, bending, forming, machining and shaping metal products.

He said that this comes from the Planning and Zoning Commission with a favorable recommendation by a vote of 10-1.

**MOTION**

Alderperson Stowe motioned to waive First Reading of Ordinance 2019.50 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 5-0.

**MOTION**

Alderperson Stowe moved to approve Ordinance 2019.50 and Alderperson Paulsen seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Alderpersons Paulsen, Sherrod, Stowe, Bauer, and Copple voted aye. Motion carried 5-0.

**B. Ordinance No. 2019.51—An Ordinance Authorizing the Mayor to Execute an Intergovernmental Agreement with DeKalb County for the Provision of Engineering Services for the City of Sycamore, Illinois in DeKalb County, Illinois. First and Second Reading.**

City Manager Brian Gregory said that this formalizes an agreement that the City has had with the County for a number of years, as they work on the street projects that overlap where the City has a portion of the project and the County performs the engineering along with the bid documents. The City does reimburse the County for the proportionate share as well as whatever the City’s share of the cost is. They have had this informal relationship for years and it has worked really well. It’s a way that we are able to save money.

**MOTION**

Alderperson Copple motioned to waive First Reading of Ordinance 2019.51 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 5-0.

**MOTION**

Alderperson Copple moved to approve Ordinance 2019.51 and Alderperson Sherrod seconded the motion.

**ROLL CALL VOTE**
Mayor Lang called for a roll call vote to approve the motion. Alderpersons Paulsen, Sherrod, Stowe, Bauer, and Copple voted aye. Motion carried 5-0.

RESOLUTIONS - None

CONSIDERATIONS
A. Consideration of a Preliminary Three-Year Capital Improvement Program for the City of Sycamore, Illinois.

City Manager Brian Gregory said that in FY21, the capital improvement program identifies funded items totaling $13,251,425. Approximately 86% of the funded items are infrastructure improvements related to Phase III of the treatment plant expansion, the City’s street maintenance program, sidewalks, and water system improvements. These expenditures have dedicated sources of revenue and do not involve any tax increases. The highlights of the infrastructure improvements include:

- The City’s annual street maintenance program: $1,833,000 (Street Maintenance Fund, Motor Fuel Tax Fund).
- Sidewalk removal and replacement in conjunction with Street Maintenance Program: $165,000 (Capital Assistance Fund).
- Phase III improvement to the Treatment Plant expansion project: $8,000,000 (Sewer Connection Fee Fund/IEPA Loan Fund).
- New Storage Building on Public Works Campus: $400,000 (Public Building Fund).
- Priority Improvements for Fire Station #1: $50,000 (Public Buildings Fund).
- A Fire Pumper/Tender: $380,000 ($365,000 Grant/$15,000 Capital Asst. Fund)
- Repair/Repaint Water Tower #1: $1,000,000 (Water Connection Fee Fund).
- Well #7 Improvements Planning/Engineering: $185,000 (Water Fund).
- TIF Projects including removal of elevated platform: $250,000 (TIF Fund).

He said about $569,000 is coming from the General Capital Fund, about $485,000 from the Public Buildings Fund with the largest of those expenditures coming from grants or proceeds from the sale of buildings, and just under $200,000 from Fund 22 Capital Assistance Fund. He pointed out on the capital side that there are no new fees or taxes being imposed to make this happen. The Line item details that were shown are listed in the background, but said all in all, they are looking at $13,251.425 in funded projects of which $8 million is the treatment plant. It’s a lot of moving parts, but is an investment in our future.

The mayor got consensus from the Council to move forward and said it shows why we save money; so when we need it, we can use it.

B. Consideration of a Public Works Department Recommendation to Execute an Agreement with Commonwealth Edison to Supply Upgraded Electricity to City Property Located at 501 N. Cross Street in the Amount of $24,806.60.

City Manager Brian Gregory said this is another recommendation to go directly with the vendor rather than working through a project. Before the Council tonight is a contract for Commonwealth Edison (ComEd) to provide the power to the Waste Water Treatment Plant for $24,806.60. The project did contemplate that this service would be needed. It was in a contingency that called for $45,000 just for the installation. If approved as recommended, this would be paid directly to ComEd and the $45,000 would be pulled from the contingency so it’s coming in less than anticipated for the project.

MOTION
Alderperson Paulsen moved to approve the Consideration to ComEd for $24,806.60 and Alderperson Stowe seconded the motion.

ROLL CALL VOTE
Mayor Lang called for a roll call vote to approve the motion. Alderpersons Paulsen, Sherrod, Stowe, Bauer, and Copple voted aye. Motion carried 5-0.

C. Consideration of a Sycamore Library Recommendation to Award a Bid for Historic Window Restoration Services to Restoric, LLC of Chicago, Illinois in the Amount of $69,505.
City Manager Brian Gregory said reiterated that the City applied for and received a grant for $75,000 from the Illinois Department of Commerce and Economic Opportunity (DCEO) to initially replace the 113 year old windows in the Carnegie section of the Sycamore Public Library. The process led to a restoration of the windows as the Department of Natural Resources required that they not be replaced but restored because of the age of the windows. The library is the sub-grantee so the city will pass through those funds. He added that the library is working with an architect who is involved in reviewing the quotes and specifications.

In December 2019, the Sycamore Library put the project out for bid, however, no bids were received by the deadline. Working with their project manager, the Library waived the bidding requirements and directly solicited bids from vendors. The table below reflects those bids.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restoric, LLC – Chicago, IL</td>
<td>$69,505</td>
</tr>
<tr>
<td>Mulligan Restoration Inc. – Rockford, IL</td>
<td>$129,000</td>
</tr>
<tr>
<td>Irving Construction Co. Inc. – DeKalb, IL</td>
<td>$196,000</td>
</tr>
<tr>
<td>Renaissance Restoration Inc. – Galena, IL</td>
<td>$232,000</td>
</tr>
</tbody>
</table>

Alderman Bauer said with large the difference in bids, he wonders if the library did their homework on investigating these firms.

Brian Gregory said yes, they have and that Alderperson Copple serves on the Library Board and may have something to add. He also said that Jeff Keppler, a local architect, who serves on the Architectural Review Committee, has led them through the process.

Mayor Lang asked if there is a warranty

Alderperson Copple said there is insurance and are bonded.

**MOTION**

Alderperson Stowe moved to award the bid to Restoric, LLC for $69,505 and Alderperson Paulsen seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Alderpersons Paulsen, Sherrod, Stowe, Bauer, and Copple voted aye. Motion carried 5-0.

**OTHER NEW BUSINESS**

**APPOINTMENTS**

**ADJOURNMENT**

**MOTION**

Alderperson Stowe moved to adjourn the meeting at 7:50 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 5-0.

Approve:

___________________________
Mayor - Curt Lang

Attest:

____________________________
City Clerk – Mary Kalk