

# **SYCAMORE CITY COUNCIL**

## **AGENDA**

**November 15, 2021**

### **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**

In accordance with previously adopted Rules, Public Comments shall be limited to a maximum of thirty minutes per meeting and the public may participate only during the “Public Comment” portion of the meeting. Comments shall not exceed three minutes per speaker unless limited to a shorter duration if numerous people wish to speak. All participants will be required to provide their name and address for the record. No speaker may speak more than once during any meeting unless specifically permitted to do so by the presiding officer. The City encourages that a spokesperson be chosen for individuals wishing to speak about the same subject matter to avoid repetitive presentations. All remarks should be addressed to the City Council as a whole and not to any individual member or employee. In the event speakers pose questions the Council or City staff, they should be aware that those individuals may decline to answer. Each speaker shall maintain civility and decorum. The Presiding Officer retains the right to stop or remove any speaker who becomes disruptive to the meeting.

**6. CONSENT AGENDA**

- A. Approval of the Minutes for the Regular City Council Meeting of November 1, 2021.
- B. Payment of the Bills for November 15, 2021.
- C. Approval of the Closed Session Minutes for the Meetings of: 3/1/21, 3/15/21, 5/19/21, 8/16/21.
- D. Release of the Closed Session Minutes for the Meeting of: 2/18/19, 8/5/21, 9/21/20, 10/5/21, 3/15/21.

E. Approval to Destroy the Auditory Tapes from the Closed Session City Council Meetings during the period from 8/05/2019 through 3/16/2020

**7. PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS**

**8. REPORTS OF OFFICERS**

**9. REPORTS OF STANDING COMMITTEES**

**10. PUBLIC HEARINGS—None**

**11. ORDINANCES—None**

**12. RESOLUTIONS**

**A. Resolution 896—A Resolution Authorizing the Execution of the Worker’s Compensation and Liability Coverage for City Employees with Corkill Insurance.**

The City’s Worker’s Compensation and Liability insurance coverage will expire on December 1, 2021. The plan year runs from December through November each year. For the past few years, the City has worked with Corkill Insurance to broker the City’s Worker’s Compensation and Risk Management insurance.

Corkill has provided a strong level of service to the City and has helped secure quality coverages at lower premiums than the City was previously paying. Several companies provided quotes to Corkill to insure the City’s coverages. After reviewing the quotes, staff recommends that the insurance be placed with Illinois Counties Risk Management Trust and the Illinois Public Risk Fund through Corkill Insurance in the amount of \$648,354.

City Council approval is recommended.

**13. CONSIDERATIONS**

**A. Consideration of the Annual Property Tax Levy in the City of Sycamore.**

The City Council is required to adopt the annual property tax levy by the end of the calendar year. A total of nine local taxing bodies, including the City, annually receive operating revenue from property taxes. The combined or composite property tax rate for residences and businesses located in Sycamore was \$9.77037 per \$100 EAV in 2020. The City’s rate—\$0.643520—represented 6.59% of the overall rate applied against the EAV of our residences and businesses.

A breakdown of how property tax dollars are distributed is illustrated below:



The City of Sycamore uses the monies raised through property taxes primarily to fund the general operations of the City departments, but it also uses a substantial portion of the collected taxes to fund pension obligations. The table below shows the breakdown of the annual levy including operational and pension obligations in recent years:

Property Tax Category	2013	2014	2015	2016	2017	2018	2019	2020
General Operating	1,407,322	1,407,322	1,407,322	1,407,322	1,432,476	1,432,476	1,452,336	1,452,336
FICA/IMRF	337,175	337,175	337,175	337,175	337,175	337,175	337,175	337,175
Police Pension	341,525	356,321	418,537	528,471	570,593	612,556	572,243	556,767
Fire Pension	518,599	530,747	594,763	595,926	613,614	659,218	730,220	771,635
Crossing Guards	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Totals	2,624,621	2,651,565	2,777,797	2,888,894	2,973,858	3,061,425	3,111,974	3,137,913

### Fire and Police Pension

Each year, an independent actuary reviews the current position of the Fire and Police Pension Funds and recommends amounts that the City would need to contribute in order to achieve specific funding benchmarks at the end of a specific period of time. This model makes assumptions regarding a number of different variables such as return on investment, rate of salary increases, and life expectancy.

In Illinois, pension funding has plagued many municipalities. The funding shortfall is a combination of lower-than-expected returns on investments, changes to pension provisions, greater frequency of disability pensions, and other plan-related factors. In addition, many municipalities fund an amount that is less than the actuarial-required amount. Sycamore has historically funded its pensions at or above the 90% State of Illinois requirement through a combination of property tax and personal property replacement tax dollars. Investment returns for both the Fire and Police Pension Funds experienced investment gains that are likely to exceed the actuarial assumption (+7.25%) for the year ending April 30, 2021. These numbers will not be confirmed until the annual audit is completed at some point later this year.

The combination of under-funding by many municipalities and market losses against a 2033 amortization period posed a serious problem as the economy was trying to rebound from the 2008-2009 recession. As a result, the State of Illinois passed Public Act 096-1495 to reset the amortization period to 2040 and establish 90% as the required funding target. These changes were designed to provide some relief, especially to municipalities like Sycamore that honored the funding obligation. In attempt to force municipalities to appropriately fund pensions, the Act stipulates that any City not making the minimum contributions will have state funding diverted to the pension funds.

The percent funded on actuarial value of assets was 68.3% for the Police Pension Fund and 64.8% for the Fire Pension Fund at the end of last year. Typically, the City’s actuary submits assumptions for the Police and Fire Pension Funds indicating the required contribution using two options: a goal of 100% funding and the minimum required contribution with a 90% funding goal. Given that the annual audit will not be completed until after the levy is considered this year, staff is recommending that an increase of 4.0% be used for both the Police and Fire Pension levies. This approach should prove conservative as several of the actuarial variables appear to have finished the year in a favorable position. In recent history, the City Council has made additional contributions to the pension funds, and these should cover any gap in the event that the figures exceed the estimate.

Pension Fund	FY22 Contribution	FY23 Contribution
Police	\$600,888	\$624,924
Fire	\$819,117	\$851,882

The City’s 2011 tax levy was the first time that the option of a 90% funding goal was in line with State Statute. Funding significantly more than the minimum required contribution while maintaining a rather static tax levy and current service levels proves very difficult. The City uses a balanced approach to fund at least 90%, while utilizing the levy or transferring alternative funds from other sources to ensure the contribution exceeds the minimum required by law. Toward that end, the City has contributed or committed to contribute an additional \$455,000 to both the Fire and Police Pension Funds over the past five fiscal years, including \$150,000 additional in FY21.

The required contribution is funded by property tax and a portion of personal property replacement tax receipts. The personal property replacement tax receipts are estimated to be

\$43,200 for the Police Pension Fund and \$60,000 for the Fire Pension Fund next year. After deducting the PPRT portion, the levy required to meet the estimated contribution is \$791,882 for Fire and \$581,724 for Police.

The assumptions discussed below outline levy requests that aim to ensure the minimum 90% threshold is met through the property tax levy. During the budget process or after the annual audit is presented each year, the City will work to determine if an alternative source can be added to the levy to ensure it exceeds the state requirement.

### **IMRF, Social Security and Medicare**

The City's IMRF and FICA (Social Security and Medicare) obligations are calculated by the City Manager. The IMRF/FICA obligations for Water Division and Treatment Plant employees are paid from the Water and Sewer Enterprise Funds. Collectively, IMRF, FICA, Fire and Police Pensions costs for which levies were voted in 2020 (\$1,665,577) constituted 53.08% of the City's property tax receipts. As a point of reference, in FY01, pension obligations constituted 24% of the City's property tax receipts.

The City's combined obligation to Social Security and Medicare is 7.65%. Apart from Fire and Police personnel, full-time employees contribute to the Illinois Municipal Retirement Fund (IMRF). IMRF accumulates money needed to pay benefits from member and employer contributions and from investment returns. The Fund was 94.1% funded as of the end of 2020. The regular IMRF contribution rate for 2022 is estimated to be 7.87%. Unlike the direct levy contributions for the Fire and Police pension plans, the City is required to make contributions to IMRF bi-weekly as the rate (currently 10.34%) is applied against each payroll. The City has maintained the same levy for IMRF, Social Security and Medicare (\$337,175) since 2011, and the same is again proposed for 2021. The remaining costs will compete with general operating revenues.

The combined Fire and Police Pension Fund, IMRF, FICA and Medicare levy contributions total \$1,710,781 for 2021.

### **Calculating the Levy and Rate**

When considering the property tax levy, the starting point is to estimate the City's equalized assessed valuation (EAV) for the coming year. Sycamore's final rate setting EAV in 2020 was \$487,885,213. The County Supervisor of Assessment's preliminary estimates for the City's EAV for 2021 is \$508,768,557 (+4.28%), which includes \$7,675,490 in new construction.

This estimate includes deductions for exemptions, the senior freeze, appeals, and TIF. Since the actual EAV for 2021 will not be known until the final tax extension is published next spring, the actual City tax rate, determined by dividing the City levy by the EAV, will be uncertain. If the actual EAV published next spring is not as high as the projected level, the final City rate may be slightly higher than expectations outlined below.

**Historic City EAV, City Levy and City Tax Rate Totals:**

Year	EAV	City Levy	City Tax Rate*Per \$100 EAV
1966	\$27,220,176	\$216,252	\$0.79
1976	\$44,278,153	\$679,882	\$1.54
1986	\$56,800,908	\$934,248	\$1.64
1996	\$145,647,122	\$1,792,999	\$1.23
2006	\$359,225,508	\$2,401,957	.66912
2016	\$389,722,536 (+9.01%)	\$2,888,894 (+4.0%)	.74127 (-4.60%)
2017	\$419,949,225 (+7.76%)	\$2,973,858 (+2.9%)	.70815 (-4.47%)
2018	\$445,724,508 (+6.14%)	\$3,061,425 (+2.9%)	.68687 (-3.01%)
2019	\$468,168,714 (+5.04%)	\$3,111,974 (+1.65%)	.66475 (-3.22%)
2020	\$487,885,213 (+4.21%)	\$3,137,913 (+0.83%)	.64317 (-3.25%)

As a home rule community, the City and the Library (a component unit of the City) are not subject to the provisions of the Property Tax Extension Limitation Law, commonly referred to as “tax caps.” However, where possible, the City has chosen to levy within the extension limitation for the year, which for “capped” taxing bodies means the lesser of 5% or the increase in the Consumer Price Index during the twelve-months preceding the levy year. For 2021 extensions, the County’s cap has been established at 1.4%.

The City has worked to reduce its reliance on property taxes as a percentage of general operating expenditures. This has been accomplished through a combination of fiscal restraint and increased reliance on less regressive alternative revenue sources, such as sales tax. In 2000, property taxes made up 25.7% of all general operating revenues. Since that time, property tax dollars as a percentage of general operating revenues have consistently declined. Property taxes as a percentage of general fund operating revenues have been reduced from 25.7% in 2000; 18.5% in 2005; 14.4% in 2010; and to approximately 12% in 2015 (without levy pass-through pension contributions). This number was 11.06% in 2021 (FY22) and looks to be reduced each year as expenditures rise with inflation and pension obligations continue to increase.

Although the City continues to present and deliver balanced budgets, bond rating agencies review finances for predictability. Property tax revenue presents more predictability than more volatile sources like sales tax. One way volatility concerns can be offset is by increasing the general fund reserve policy target. At the end of FY20, the City’s fund balance was 40.88% of total general fund expenditures (consistent with 4-5 months of reserves). This is expected to increase with final audited FY21 figures.

Four options are presented below for consideration. There are several factors that should be considered when reviewing the options. The narrative for each option highlights the proportionate share of property tax revenues as a percentage of the general fund and the net change in funds available for general operations.

For each option, the resulting impact on an owner of a \$200,000 home is illustrated using the blended estimated increase in EAV for the three respective townships (Sycamore, Cortland and DeKalb).

## Option #1: Maintain the City Tax Rate

Category	2014	2015	2016	2017	2018	2019	2020	2021
General Operating	1,407,322	1,407,322	1,407,322	1,432,476	1,432,476	1,452,336	1,452,336	1,532,308
FICA/IMRF	337,175	337,175	337,175	337,175	337,175	337,175	337,175	337,175
Police Pension	356,321	418,537	528,471	570,593	612,556	572,243	556,767	581,724
Fire Pension	530,747	594,763	595,926	613,614	659,218	730,220	771,635	791,882
Crossing Guards	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Levy	2,651,565	2,777,797	2,888,894	2,973,858	3,061,425	3,111,974	3,137,913	3,263,089
City-Wide EAV	\$337,661,389	\$357,501,358	\$389,722,536	\$419,949,225	\$445,724,508	\$468,168,714	\$487,885,213	\$508,768,557
City Tax Rate	0.78527	0.77703	0.74127	0.70815	0.68684	0.66475	0.64317	0.64137

### Overall Impact:

- Results in a level City tax rate of 0.64137.
- The total levy is \$3,263,089 (3.99% overall increase); with \$1,532,308 going to general operations.
- Property Taxes, minus the portion going directly to the Police and Fire Pension funds, would represent 11.30% of all budgeted FY22 General Fund expenditures, less pass-through pension transfers (\$16,716,202).
- Increases the funds available to for general operations by \$79,972.

**Resulting Impact on Single-Family Homeowner:** Residents will want to know the impact of each option on their home. The chart below shows the estimated change in the City tax bill for a \$200,000 home in 2020 (payable in 2021) and the same home in 2021 (payable in 2022) which is now valued at an estimated \$205,415 based on the average increase in EAV (2.71%):

	2020-21	2021-22
Property EAV	66,667	68,472
City Tax Rate	0.64317	0.64317
City Tax Bill	\$428.78	\$440.39
Difference		\$11.61

## Option #2: No Increase in the City Levy

Category	2014	2015	2016	2017	2018	2019	2020	2021
General Operating	1,407,322	1,407,322	1,407,322	1,432,476	1,432,476	1,452,336	1,452,336	1,377,016
FICA/IMRF	337,175	337,175	337,175	337,175	337,175	337,175	337,175	337,175
Police Pension	356,321	418,537	528,471	570,593	612,556	572,243	556,767	588,336
Fire Pension	530,747	594,763	595,926	613,614	659,218	730,220	771,635	815,387
Crossing Guards	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Levy	2,651,565	2,777,797	2,888,894	2,973,858	3,061,425	3,111,974	3,137,913	3,137,913
City-Wide EAV	\$337,661,389	\$357,501,358	\$389,722,536	\$419,949,225	\$445,724,508	\$468,168,714	\$487,885,213	\$508,768,557
City Tax Rate	0.78527	0.77703	0.74127	0.70815	0.68684	0.66475	0.64317	0.61677

### Overall Impact:

- Should result in a City tax rate of 0.61677.
- The total levy is \$3,137,913 (No change in the overall levy); with \$1,377,016 going to general operations.
- Property Taxes, minus the portion going directly to the Police and Fire Pension funds, would represent only 10.37% of all budgeted FY22 General Fund expenditures, less pass-through pension transfers (\$16,716,202).
- Decreases the funds available to for general operations by \$75,320.

**Resulting Impact on Single-Family Homeowner:** Residents will want to know the impact of each option on their home. The chart below shows the estimated change in the City tax bill for a \$200,000 home in 2020 (payable in 2021) and the same home in 2021 (payable in 2022) which is now valued at an estimated \$205,415 based on the average increase in EAV (2.71%):

	2020-21	2021-22
Property EAV	66,667	68,472
City Tax Rate	0.64317	0.61677
City Tax Bill	\$428.78	\$422.31
Difference		(\$6.47)



### Option #3: Maintain Levy and Apply Rate to New Construction

Category	2014	2015	2016	2017	2018	2019	2020	2021
General Operating	1,407,322	1,407,322	1,407,322	1,432,476	1,432,476	1,452,336	1,452,336	1,455,179
FICA/IMRF	337,175	337,175	337,175	337,175	337,175	337,175	337,175	337,175
Police Pension	356,321	418,537	528,471	570,593	612,556	572,243	556,767	581,724
Fire Pension	530,747	594,763	595,926	613,614	659,218	730,220	771,635	791,882
Crossing Guards	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Levy	2,651,565	2,777,797	2,888,894	2,973,858	3,061,425	3,111,974	3,137,913	3,185,960
City-Wide EAV	\$337,661,389	\$357,501,358	\$389,722,536	\$419,949,225	\$445,724,508	\$468,168,714	\$487,885,213	\$508,768,557
City Tax Rate	0.78527	0.77703	0.74127	0.70815	0.68684	0.66475	0.64317	0.62621

#### Overall Impact:

- Should result in a City tax rate of 0.62621.
- The total levy is \$3,185,960 (1.53% overall increase attributed to new construction); with \$1,455,179 going to general operations.
- The levy is maintained at the 2020 level and then applied to existing EAV to calculate the rate of 0.62621. The rate is then applied to new construction EAV of \$7,675,490.
- Property Taxes, minus the portion going directly to the Police and Fire Pension funds, would represent only 10.84% of all budgeted FY22 General Fund expenditures, less pass-through pension transfers (\$16,716,202).
- Increases the funds available for general operations by \$2,843.

**Resulting Impact on Single-Family Homeowner:** Residents will want to know the impact of each option on their home. The chart below shows the estimated change in the City tax bill for a \$200,000 home in 2020 (payable in 2021) and the same home in 2021 (payable in 2022) which is now valued at an estimated \$205,415 based on the average increase in EAV (2.71%):

	2020-21	2021-22
Property EAV	66,667	68,472
City Tax Rate	0.64317	0.62621
City Tax Bill	\$428.78	\$428.78
Difference		\$0

## Option #4: Increase Levy Using a 1.4% Inflation Factor

Category	2014	2015	2016	2017	2018	2019	2020	2021
General Operating	1,407,322	1,407,322	1,407,322	1,432,476	1,432,476	1,452,336	1,452,336	1,469,684
FICA/IMRF	337,175	337,175	337,175	337,175	337,175	337,175	337,175	337,175
Police Pension	356,321	418,537	528,471	570,593	612,556	572,243	556,767	588,336
Fire Pension	530,747	594,763	595,926	613,614	659,218	730,220	771,635	815,387
Crossing Guards	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Levy	2,651,565	2,777,797	2,888,894	2,973,858	3,061,425	3,111,974	3,137,913	3,230,582
City-Wide EAV	\$337,661,389	\$357,501,358	\$389,722,536	\$419,949,225	\$445,724,508	\$468,168,714	\$487,885,213	\$508,768,557
City Tax Rate	0.78527	0.77703	0.74127	0.70815	0.68684	0.66475	0.64317	0.63498

### Overall Impact:

- Should result in a City tax rate of 0.63498.
- The total levy is \$3,230,582 (2.95% overall increase); with \$1,469,684 going to general operations.
- A 1.4% levy increase is applied to existing EAV to calculate the rate of 0.63498. The rate is then applied to new construction EAV of \$7,675,490.
- Property Taxes, minus the portion going directly to the Police and Fire Pension funds, would represent only 10.93% of all budgeted FY22 General Fund expenditures, less pass-through pension transfers (\$16,716,202).
- Increases the funds available for general operations by \$17,348.

**Resulting Impact on Single-Family Homeowner:** Residents will want to know the impact of each option on their home. The chart below shows the estimated change in the City tax bill for a \$200,000 home in 2020 (payable in 2021) and the same home in 2021 (payable in 2022) which is now valued at an estimated \$205,415 based on the average increase in EAV (2.71%):

	2020-21	2021-22
Property EAV	66,667	68,472
City Tax Rate	0.64317	0.63498
City Tax Bill	\$428.78	\$434.78
Difference		\$6.00

### Recommendation

The City has worked to help stabilize and add predictability to the property tax bill of residents and businesses in our community. Since 2011, the portion of the levy attributed to general operations has increased only twice. These small increases were the result of significant new construction that allowed a modest increase for general operations while meeting pension contribution requirements without adding an additional burden to existing property owners. With another moderately strong year in new construction and relatively modest estimated increases in pension contributions, it appears the City will slightly increase the dollars available for general operations without adding any additional burden to existing taxpayers by exercising *Option #3: Maintain Levy and Apply Rate to New Construction*. The City's portion of the tax

bill would continue to slightly decrease. The City's property tax rate has decreased each of the past six years and will do so again with this option.

There continues to be reason for some optimism as new development and investment in the community continues to increase. As this continued investment is made in our community, the tax base becomes increasingly diversified and other sources of revenue are supplemented by new business. Sycamore relies on sales and use taxes, which are less regressive than property taxes and account for nearly one half of the City's general operating revenues.

The City's approach continues to be one of balance and to provide high-level services within our means. This approach is not always easy, as it means providing services and ensuring pension obligations are met with fewer dollars or with revenue sources that are less predictable. Where possible, staff tries to anticipate financial challenges and opportunities that factor into the balanced approach that the City Council has become accustomed to.

The City Council remains committed to meeting its obligations, including the 90% minimum pension contribution required by Illinois law. The property tax generated by the \$7.68 million in new construction EAV this year covers the pension contribution requirement increase. Meeting the pension requirement through the property tax levy, then reviewing possible additional alternative sources during the budget process, builds flexibility while ensuring fiduciary responsibilities are met.

From there, finding the appropriate balance in the relationship between operating revenues and pension requirements as it relates to property tax funding is essential. This means giving consideration to the percentage of predictable sources, such as property tax.

To put the City in a financially sustainable position, the Acting City Manager recommends that an option be selected that ensures the City's pension obligations are met while maintaining the property taxes available for general operations.

*Option #3: Maintain Levy and Apply Rate to New Construction* meets the City's stated financial goals and obligations:

- State requirements for funding pensions are met.
- Although not subject to "tax caps" as a home-rule unit, the City would stay within, in fact well below, the inflationary limit applied to other taxing bodies.
- Should result in a City tax rate of 0.62621.
- The total levy is \$3,185,960 (1.53% overall increase attributed to new construction); with \$1,455,179 going to general operations.
- Increases the funds available for general operations by \$2,843.
- The property tax rate decreases by 2.63% and homeowners should pay slightly less to the City than last year.

City Council direction is requested.

**B. Consideration of the Sycamore Library Annual Property Tax Levy.**

The Sycamore Library is a component unit of the City of Sycamore. Each year, the City levies property taxes for the Sycamore Library that are decided by a separate Library Board. As a component unit of the City, the Library is not subject to the limitations of property tax caps.

The Library Board met on November 9<sup>th</sup> and considered the Library’s budget and 2021-22 levy. The Library has decided to request a slight increase (1.53%) in its levy, bringing it to \$1,186,584. As a result, the Library tax rate decreases 2.63% from 0.23954 (2020-21) to 0.23323 (2021-22) as a result of the estimated increase in the estimated community EAV.

Year	2014	2015	2016	2017	2018	2019	2020	2021
Library Levy	\$971,702	\$1,020,287	\$1,066,295	\$1,119,500	\$1,138,857	\$1,157,661	\$1,168,703	\$1,186,584
	0.00%	5.00%	4.50%	4.99%	1.73%	1.65%	0.95%	1.53%
City-Wide EAV	337,661,389	357,501,358	389,722,536	419,949,225	445,724,508	468,168,714	\$487,885,213	\$508,768,557
Library Rate	0.28778	0.28539	0.27360	0.26658	0.25551	0.24727	0.23954	0.23323
	1.77%	-0.83%	-4.63%	-2.57%	-4.25%	-3.22%	-3.13%	-2.63%

**Resulting Impact on Single-Family Homeowner:** Residents will want to know the impact of each option on their home. The chart below shows the estimated change in the City tax bill for a \$200,000 home in 2020 (payable in 2021) and the same home in 2021 (payable in 2022) which is now valued at an estimated \$205,415 based on the average increase in EAV (2.71%):

	2020-21	2021-22
Property EAV	66,667	68,472
Library Rate	0.23954	0.23323
Library Tax Bill	\$159.70	\$159.70
Difference		\$0

The City Council is obliged to pass through the Library’s levy request, provided the annual Library levy does not exceed 0.6% of the community’s EAV (\$3,052,611 based on the estimated EAV). Executive Director Kim Halsey has prepared a draft budget for the City Council and will be available to answer questions or provide clarification.

When combined, the City and Library levies make-up the corporate levy. Based on the options recommended above, the corporate levy totals \$4,372,544, which represents a 1.53% increase. Current taxpayers should see roughly the same amount of taxes paid to the City of Sycamore and Sycamore Public Library in 2021 as new construction accounts for any new dollars being added to the proposed levy.

It is customary for the City to hold a Public Hearing regarding the corporate property tax levy. The City Manager intends to hold a public hearing on the corporate property tax proposal on December 6th along with a first reading on the levy ordinances.

City Council direction is requested.

**C. Consideration of an Annual Update from the Sycamore Public Library.**

Executive Director Kim Halsey will present the annual report summarizing library activities and programs over the past year and plans for the future. The library served 37,211 visitors while producing a balanced budget.

**D. Consideration of a Police Department Recommendation to Purchase a 2022 Ford Police Interceptor Utility through the Suburban Purchasing Cooperation Competitive Bid Contract #204 from Currie Motors in Frankfort, IL for \$33,705.**

This new vehicle is intended to replace either a 2016 or 2017 Ford Utility Interceptor approaching 100,000 miles. A price was obtained from the Suburban Purchasing Cooperative (SPC), which is a joint purchasing program sponsored by the Northwest Municipal Conference (NWMC), DuPage Mayors & Managers Conference (DMMC), South Suburban Mayors and Managers Association (SSMMA), and Will County Governmental League (WCGL). The SPC awarded a cooperative contract to Currie Motors in Frankfort, IL following a competitive bid process.

The cooperative bid price through the Suburban Purchasing Cooperative, Contract #204, is \$33,705.

The Police Department recommends purchase of a 2022 Ford Police Interceptor Utility from Currie Motors in Frankfort for the contract price. If approved, the vehicle will be equipped and marked from funds within the FY22 Capital Budget.

City Council approval is recommended.

**E. Consideration and Discussion of Permitting of Golf Carts on Public Roads Within the City Limits of the City of Sycamore.**

In recent months, the City was asked by a resident to consider revising the City Code to permit the use of non-highway vehicles on City streets. Under the Illinois Vehicle Code, non-highway vehicles are those vehicles not specifically designed to be used on a public roadway, including: all-terrain vehicles, golf carts, and off-highway vehicles.

Per state statute, non-highway vehicles authorized by local unit or government must feature the following:

- Brakes;
- Steering apparatus;
- Tires;
- Rearview mirror;
- Red reflectorized warning devices in the front and rear;
- Slow moving emblem on the rear of the non-highway vehicle;
- A headlight that emits a white light visible from a distance of 500 feet to the front;
- A tail lamp that emits a red light visible from at least 100 feet from the rear, brake lights, and turn signals;
- Vehicle insurance coverage

City staff has done extensive research on this over the past few years. Further, there are several restrictions to the operation of authorized non-highway vehicles, as well as required safety equipment, operating rules, and additional requirements by law.

City Council direction is requested.

**F. Consideration of an Administration Request for Closed Session to Discuss Personnel Matters.**

**14. APPOINTMENTS**

**15. OTHER NEW BUSINESS**

**16. ADJOURNMENT**