Monday, February 6, 2023
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue
Link to join Webinar
https://us02web.zoom.us/j/86505226831

1. Meeting Opening

Subject :	A. Call to Order
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Procedural

1. Meeting Opening

Subject :	B. Roll Call
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Procedural

1. Meeting Opening

Subject :	C. Pledge of Allegiance
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Procedural

2. Communication from Visitors

Subject :	A. Public Comment
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Information

File Attachments

public comment policy.pdf (75 KB)

3. Consent Agenda

Subject :	A. Approval of Minutes
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Minutes as presented

File Attachments

cc01162023.pdf (217 KB)
08 18 2022 Minutes.pdf (95 KB)

Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

3. Consent Agenda

Subject :	B. Approval of Bills and Payroll
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

admin_20230202_153830.pdf (932 KB)
Accounts Payable by G_L Distribution Report 02_02_2023 3_57_02 PM_Mary McCormick_3D409H2J.pdf (482 KB)

Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

3. Consent Agenda

Subject :	C. Resolution No. 2023-02-01 Authorizing Letter of Non-objection to Whiteside County Relating to Subdivision Platt Approval on Holly Road
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Resolution No. 2023-02-01 Authorizing Letter of Non-objection to Whiteside County Relating to Subdivision Platt Approval on Holly Road

Public Content

On January 26, 2023 the City of Sterling Plan Commission reviewed a petition for Pete Harkness proposing to subdivide a 3.4-acre property from the 79-acre parent parcel to separate the farmstead from the tilled lands. The property is located 0.65 miles north of the Citys corporate limits. The Plan Commission recommends sending Whiteside County a letter of no objection.

File Attachments

Res No 2023-02-01 Letter of no objection Harkness subdivision Holly Road.pdf (75 KB)
admin_20221220_115414.pdf (137 KB)
admin_20221220_115446.pdf (36 KB)
ETJ-Harkness Holly Road Addition_Plat_2023 01 23.pdf (277 KB)

3. Consent Agenda

Subject :	D. Resolution No. 2023-02-02 Authorizing Letter of Non-objection to Whiteside County Relating to Subdivision Platt Approval (Koster)
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Resolution No. 2023-02-02 Authorizing Letter of Non-objection to Whiteside County Relating to Subdivision Platt Approval (Koster)

Public Content

On January 26, 2023 the City of Sterling Plan Commission reviewed a petition from petitioner, Dan Koster, proposing to subdivide a 2.5-acre property from the 33-acre parent parcel. The petitioners propose to construct a religious institution on the site. The property adjacent to the City corporate boundary (New Hope Church), and a future annexation is expected with the City providing utilities.

File Attachments

Res No 2023-02-02 Letter of no objection Koster Subdivision.pdf (76 KB)
admin_20221220_115423.pdf (147 KB)
admin_20221220_115434.pdf (35 KB)
ETJ-Koster Peaceful Proerties_Plat_2023 01 23.pdf (746 KB)

3. Consent Agenda

Subject :	E. Resolution R2023-02-03 to Close Second Street and turn lane for Main Street Car Show
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Resolution 2023-02-03 to Close Second Street and turn lane for the Sterling Main Street Car Show

Public Content

Sterling Main Street is holding itsannual car show on Sunday,May 7, 2022. The car show is held in the parking lot by Plainwell Brass at Second Street and First Avenue. This resolution will close Second Street and the turn lane from Route 40.

File Attachments

R2023-02-03 Car Show.pdf (51 KB)

3. Consent Agenda

Subject :	F. Pay Request (Final) to CEC for Central Park Lighting in the amount of $91,301.85
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Pay Request (Final) to CEC for Central Park Lighting in the amount of $91,301.85

Public Content

This is the contractual amount for the lighting and electrical work. There will be additional invoices for added work outside of the original contract scope.

File Attachments

admin_20230130_130657.pdf (28 KB)

Consent

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

3. Consent Agenda

Subject :	G. Resolution No. R2023-02-04 Transferring Jurisdiction and Control of Real Property to the Industrial Development Commission
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Resolution No. R2023-02-04 Transferring Jurisdiction and Control of Real Property to the Industrial Development Commission

Public Content

Public Act 102239 was signed into law in August and allows forlocal industrial development commission to "use or disposal ofsurplus real estate owned by the municipality." The statutes that govern the Sterling Industrial Development Commission (SIDC)allow for more option in selling surplus property. By transferring jurisdiction and control of various residential lots in the City to the SIDC, the SIDC can then work to sell and dispose of these lots that the City has maintained and been restricted in the manner in which they can be sold and disposed.

File Attachments

802 w 3rd st 001.JPG (5,204 KB)
802 w 3rd st 004.JPG (2,828 KB)
IMG_4051.JPG (4,266 KB)
Res No. 2023-02-04 SIDC.pdf (98 KB)

3. Consent Agenda

Subject :	H. Pay Request #2 to Willett Hofmann and Associates in the amount of $51,171.36
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Pay Request #2 to Willett Hofmann and Associates in the amount of $51,171.36

Public Content

Pay request 2 covers professional services from December 23 2022 through January 31, 2023. Services include onsite construction observation of the sanitary sewer rehabilitation project that was conducted by Hoerr Construction.

File Attachments

Council Agenda Item - Pay Request #2 Hoerr Construction Sanitary Sewer System Rehabilitation.pdf (907 KB)

8. Business Items

Subject :	A. Ordinance No 2023-02-03 expand and change special use at 409 Avenue L and 1204 West 4th Street
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Petition from Mahboob and Saleha Khan to expand and change special use at 409 Avenue L and 1204 West 4th Street

Public Content

Petitioners Mahboob and Saleha Khan are requesting to expand and change the special use at 409 Avenue L and 1204 West 4th Street to light duty manufacturing. A public hearing was held on January 26th at the Plan Commission meeting.

File Attachments

admin_20221220_115518.pdf (254 KB)
SU-Kahn Use Request_2023 01 23.pdf (638 KB)

[WEST BLDG OVERHAUL.pdf (136 KB)]
[Ave L zoning.pdf (1,332 KB)]
[Ord No 2023-02-03 409 Avenue L.pdf (119 KB)]

8. Business Items

Subject :	B. Approve Agreement with SB Friedman for a Qualification Study for a Business Development District
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends Council approve an Agreement with SB Friedman for a Qualification Study for a Business Development District

Public Content

Northland Mall was recently sold and the new owner is attempting to make new investments in the site to attract tenants. One tool to assist in economic development is a Business Development District which creates an additional sales tax within the District to help fund improvements within the District. To create a Business Development District, a formal eligibility study needs to be performed and a redevelopment plan created. SB Friedman has prepared a proposal for these services. They recently provided the same service for the former Kmart site in Sterling.

File Attachments

[Sterling BD Scope - 12-21-22.pdf (431 KB)]

8. Business Items

Subject :	C. Approve Agreement for Reimbursement for costs associated with a Qualification Study for a Business Development District
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends Council approve an Agreement for Reimbursement for costs associated with a Qualification Study for a Business Development District

Public Content

TheAgreement for Reimbursement for costs associated with a Qualification Study for a Business Development District with the owner of Northland Mall allows the City to recoup the costs associated with establishing the District. The City will recoup costs through proceeds from the District if implemented, or from the Owner in the event the District is not established due to ineligibility or the Owner's decision to terminate the District.

File Attachments

[Agreement for Reimbursement.docx (31 KB)]

8. Business Items

Subject :	D. Award the bid to Nicam Construction for Public Works Building Addition Phase 2 in the amount of $1,512,000.00
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends awarding the bid to Nicam Construction for Public Works Building Addition Phase 2 in the amount of $1,512,000.00

File Attachments

1165D19_Award Recommendatin Letter - phase 2 with attachments.pdf (851 KB)
Public Works Building Phase 2.pdf (45 KB)

8. Business Items

Subject :	E. Ordinance 2023-02-04 Approving a Non-Conforming Sign At Highland Developments (Former Kmart Plaza)
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Ordinance 2023-02-04 Approving a Non-Conforming Sign At Highland Developments (Former Kmart Plaza) if Acceptable

Public Content

Highlands has requested to reuse the existing Kmart sign structure and turn it into a multi-tenant sign. The existing structure is 33.5 tall and does not comply with the current Code.

The existing Code allows for a sign up to 18 tall with 150ft^2 of facing at the property line, or up to 22 in height depending on the location off of the property line. The Code does allow for two 18 signs with with 150ft^2 of signage each if the site has 600 of frontage, providing there is a 300 separation between them.

Highlands did submit a proposal for 2 signs that would be Code compliant, but requested they be close to the single entry onto the property. Normally, a site this large with several tenants would have multiple entries, making the Code requirement for 2 signs with 300 spacing reasonable.

Due to the nature of the specific site conditions, including elevations and adjacency to Illinois Route 2, the prospect for a second entry is very low. Members of City staff agreed the unique site characteristics and the change from a large big box retail site to a multi-tenant site on this specific property did not fit with the intent of the Code.

The Code was written with the intent to reduce visual clutter, improve community aesthetics and assist with readability. Staff takes exceptions to the code very seriously as it can lead to an influx of individual requests for exceptions that become based on want versus need and the best for the communitys design. In this specific case, complying with our code doesnt make the most sense given theres only one access to the property, another access is not reasonably feasible, the site has 600 of frontage and multiple mid-sized tenants and at least one sign would be 200 or more from the entry.

Highlands submitted a proposal to reduce the overall height of the existing sign structure from 33.5 to 30.5 with a total of 312ft^2 of signage as depicted in Exhibit A. The proposed sign is shorter than the existing sign and has been updated to a more aesthetically pleasing design. Due to the range of specific issues associated with this site, the Building and Zoning Superintendent and City Manager find this compromise to be acceptable.

File Attachments

[Ord No 2023-02-04 Highlands sign.pdf (100 KB)]
[Highlands Non-Conforming Exhibit A.pdf (249 KB)]

11. Adjourn to Study Session

Subject :	A. Study Session to discuss draft Sterling Master Plan for the Riverfront
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	

Public Content

Ron Clewer of Gorman & Company will present the proposed Master Plan for the Riverfront.

File Attachments

[Sterling Master Plan Cover Letter.pdf (73 KB)]
[Sterling Master Plan 1.6.2023 Reduced File Size.pdf (14,008 KB)]

11. Adjourn to Study Session

Subject :	B. Study Session to discuss a sewer lateral maintenance program
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	

11. Adjourn to Study Session

Subject :	C. Budget Study Session
Meeting :	Feb 6, 2023 - City Council Meeting at 6:30 pm
Type :	

Public Content

The following budgets will be discussed

- NWSW Redevelopment Fund
- TIF Lincolnway-Lynn Blvd Fund
- TIF Rock River TIF Fund
- CBD East TIF Fund
- Lincoln Highway TIF Fund
- 2012 CGH Medical Center Bond Fund
- 2021A CGH Medical Center Bond Fund
- 2021B CGH Medical Center Bond Fund
- 2022A Bond Fund 2022B Bond Fund

- Special Service Area Fund Trust Committee Fund

File Attachments

1900 NWSW Redevelopment Fund Budget 23-24.pdf (43 KB)
3370 TIF Lincolnway Lynn Budget 23-24.pdf (47 KB)
3385 TIF Rock River Budget 23-24.pdf (50 KB)
3387 CBD East TIF Fund Budget 23-24.pdf (47 KB)
3390 Lincoln Highway TIF Fund Budget 23-24.pdf (41 KB)
3400 2012 CGH Medical Center Bond Budget 23-24.pdf (43 KB)
3600 2021A CGH Medical Center Bond Budget 23-24.pdf (44 KB)
3700 2021B CGH Medical Center Bond Budget 23-24.pdf (44 KB)
4100 2022A Bond Budget 23-24.pdf (40 KB)
4200 2022B Bond Budget 23-24.pdf (39 KB)
3681 and 3684 Special Service Area 23-24.pdf (40 KB)
7800 Trust Committee Fund 23-24.pdf (38 KB)