

Monday, March 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/88114669071>

1. Meeting Opening

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

1. Meeting Opening

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

1. Meeting Opening

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

2. Communication from Visitors

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

File Attachments

[cc02212023.pdf \(116 KB\)](#)

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 :	Mar 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_20230303_100618.pdf \(629 KB\)](#)
[Accounts Payable by G_L Distribution Report 03_03_2023 10_24_45 AM_Mary McCormick_3D409K0F.pdf \(375 KB\)](#)

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.

8. Business Items

Subject :	A. Memorandum of Understanding Between Sauk Valley Community College and The City of Sterling to Support Matching Funds for the Small Business Development Center (SBDC)
Meeting :	Mar 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of the Memorandum of Understanding between Sauk Valley Community College and the City of Sterling to Support Matching Funds for the Small Business Development Center (SBDC)

Public Content

The Illinois Small Business Development Center at Sauk Valley Community College reopened in 2017 after our regional Small Business Development Center closed. The SBDC receives funding from the Small Business Administration and Illinois Department of Commerce and Economic Opportunity, but also requires support from Sauk Valley Area counties, cities, banks, and community organizations through cooperative agreements.

The City of Sterling has partnered with the SBDC at Sauk since it reopened so that we could ensure their services would be available to our residents. They offer no-cost advising to individuals and businesses who are seeking professional guidance in the field of business feasibility, business start-up, business growth, and business exit planning.

They also offer professional training and workshops that are designed and delivered by subject matter experts in the Sauk Valley. Workshop topics range from those relevant to startups to those needed by experienced business professionals.

The updated Memorandum of Understanding commits the City to continued contributions of \$10,000 per year, which is the same funding amount in the now expired agreement.

<https://www.sauksbdc.com/>

File Attachments

- [Council Agenda Item - SBDC MOU - Sauk Valley Community College.pdf \(83 KB\)](#)
- [Illinois SBDC at SVCC - 2023 Quarter 1 Advisory Board Presentation.pdf \(770 KB\)](#)
- [Illinois SBDC Q1 2023 Stakeholder Meeting Minutes.pdf \(383 KB\)](#)

8. Business Items

Subject :	B. Waive the Bid Process and Accept the Quote from Poligon to Purchase a Shelter for Platt Park
Meeting :	Mar 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Waiving the Bid Process and Accepting the Quote from Poligon to Purchase a Shelter for Platt Park

Public Content

The City budgeted for a new pavilion at Platt Park. If approved, the pavilion will be located between the ball diamond and the playground area. A 24 x 34 structure will provide a covered picnic area for the park and be large enough to shelter two ball teams in the event of inclement weather.

Staff sought quotes from vendors in 2022. The low quote at the time was for a structure by Poligon. Poligon is the manufacturer of the pavilion built for the downtown Farmers Market. Staff requested an updated quote for the Poligon structure. The quote for a 24 x 34 hip roofed framed shelter with standing seam roof was \$45,204. Delivery time is approx. 12-14 weeks. Payment is due 30 days after delivery, thus need to be paid from the FY 23-24 Budget. Seating will also be included in the FY 23-24 Budget.

Public Works will pour the concrete base and attempt assembly to save costs.

File Attachments

- [sterling with discount.pdf \(134 KB\)](#)

8. Business Items

Subject :	C. Audit Services for fiscal years 2023 through 2026
Meeting :	Mar 6, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	It is the recommendation of the City Staff that the Mayor and Council accept the low bid of Hopkins & Associates to provide audit services for fiscal years ending 2023, 2024, 2025, and 2026.

Public Content

On February 24, 2023, two bids to provide auditing services for fiscal years ending 2023 through 2026 were opened. Of the two proposals, Hopkins & Associates from Granville was the low bidder for basic audit services for all four fiscal years. After reviewing the proposals, staff believes acceptance of the low bid from Hopkins & Associates would best serve the City's needs.

Attached is a copy of the bid opening minutes with a summary of the two bids received. Also attached is a comparison to bids received 8 years ago.

File Attachments

[Audit 2023.pdf \(71 KB\)](#)

11. Study Session

Subject :	A. Budget Study Session
Meeting :	Mar 6, 2023 - City Council Meeting at 6:30 pm
Type :	Discussion

Public Content

The following Budgets will be discussed

StormwaterFund

MFT Fund

SIDC Fund

Coliseum Fund

Lincoln Highway BDDFund

Sewer Fund

Solid Waste Fund

Health Insurance Fund

File Attachments

[1600 Stormwater Project Fund and 3800 G O Series 2017 Bond Fund Budget 23-24.pdf \(58 KB\)](#)

[2100 Motor Fuel Tax Fund Budget 23-24.pdf \(48 KB\)](#)

[2500 Coliseum and 3500 Coliseum Bond Fund Budget 23-24.pdf \(73 KB\)](#)

[3200 Lincoln Highway Business District Tax Allocation Fund Budget 23-24.pdf \(45 KB\)](#)

[5160 Sewer 23-24.pdf \(192 KB\)](#)

[5200 Solid Waste 23-24.pdf \(57 KB\)](#)

[7200 Health Insurance 23-24.pdf \(55 KB\)](#)

[2400 SIDC Budget 23-24.pdf \(75 KB\)](#)