

Monday, March 21, 2022
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue

<https://us02web.zoom.us/j/87621176501>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Mar 21, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Mar 21, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Mar 21, 2022 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Mar 21, 2022 - 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 21, 2022 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[CC03072022 .pdf \(119 KB\)](#)
[Strategic plan 03212022.pdf \(79 KB\)](#)

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 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[Accounts Payable by G_L Distribution Report 03_15_2022 12_16_49 PM_Mary McCormick_3D408LFT.pdf \(364 KB\)](#)
[admin_20220315_115937.pdf \(550 KB\)](#)
[2-28-22 Budget Performance Report.pdf \(404 KB\)](#)
[2-28-22 Balance Sheets.pdf \(334 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Resolution R2022-03-05 to Close Fourth Street for Sterling Municipal Band Concerts
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Resolution R2022-03-05 to Close Fourth Street for Sterling Municipal Band Concerts

Public Content

Sterling Municipal Band presents Wednesday night concerts, beginning June 1, running through August 3. Saturday night concerts will be June 25 and July 16.

File Attachments

[R2021-3-5 band.pdf \(74 KB\)](#)

Consent

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3. Consent Agenda

Subject :	D. Petition from Public Square Rosary to waive rental fees for Grandon Civic Center on 10/15/2022
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve petition from Public Square Rosary to waive rental fees for Grandon Civic Center on 10/15/2022

Public Content

The Public Square Rosary will gather together and pray the Rosary for our peace for our country.

They are requesting the rental fees be waived as this is a community event.

File Attachments

[admin_20220308_105428.pdf \(107 KB\)](#)

Consent

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3. Consent Agenda

Subject :	E. St. Mary's Procession of the Cross
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve the Petition from St. Mary's Church to hold their annual Procession of the Cross on April 15, 2022 at 3:00pm

File Attachments

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.

5. Recommended Personnel Action

Subject :	A. Appointments and Re-appointments to Boards and Commissions
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of the Appointments and Re-appointments to Boards and Commissions

File Attachments

[Fire Department Foreign Insurance Tax Board Recommendation Council 2022.pdf \(219 KB\)](#)

8. Business Items

Subject :	A. Approve Master Developer Agreement between Gorman & Company and the City of Sterling for Riverfront Redevelopment
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	

Public Content

The City selected Gorman & Company as the master developer for the riverfront area, which is comprised of the former "Lawrence Brothers Hardware Complex," former "Stanley-National Complex" and a portion of the "Former Northwestern Steel & Wire" plant.

Under the Master Developer Agreement, Gorman's tasks include development, planning and design services to prepare a master development plan. Within 60 days of the agreement being executed by Gorman and the City, Gorman is expected to deliver to the City a proposed budget for all costs and expenses to be incurred by Gorman in connection with the preparation of the Master Plan. Within 180 days of agreeing on a budget, Gorman is expected to deliver to the City a proposed Master Plan. The Master Plan will set forth the proposed development of the Project including the proposed Phases. The City will then have 60 days after its receipt of the Master Plan to notify Gorman whether it approves the Master Plan. If the City does not approve the Master Plan, then Gorman and the City are expected to work cooperatively in good faith to agree on modifications to the Master Plan.

File Attachments

[Updated Master Development Agreement \(003\).pdf \(92 KB\)](#)

8. Business Items

Subject :	B. Authorize Creation of a Riverfront Commission
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Meeting :

Mar 21, 2022 - City Council Meeting at 6:30 pm

Type :

Action

Public Content

The purpose of establishing a Riverfront Commission is to use the prior riverfront planning work as a basis to establish priorities for developing the riverfront, recognizing there are more project opportunities than there are public resources. The Riverfront Commission is tasked to:

- Create a community engagement plan to develop a consensus on plan priorities, including engagement with civic groups, school groups (children and parents), senior groups, outdoors groups, conservations groups and other identified groups that may not have been reached
- Identify potential revenue sources for each of the priorities
- Prioritize projects, including an order of operations, accounting for:
 - Funding availability
 - Leveraging matching funds or other public or private investment
 - Required infrastructure
 - Legal or environmental concerns
- Coordinate with the Master Developer to align priorities and complement efforts
- Provide updates to City Council

The Commission is not expected to create a new plan through this process. This is an extension of the prior planning efforts.

The Commission will be comprise of 15 members with 5 Technical Advisors to assist the Commission

Voting

1. Marc Geil Co-Chair
2. Terry McGuire Co-Chair
3. Mayor Lee
4. Alderwoman Wilen
5. Alderman Johnson
6. Joe Bright (Plan Commission)
7. Skip McCloud (Plan Commission)
8. Scott Shumard (City Manager)
9. Janna Groharing (Sterling Today, Main Street)
10. Kris Noble (Chamber)
11. Heather Sotelo (GSDC)
12. Pete Dillon (Dillon Foundation)
13. Nick Lareau
14. John Brady
15. Mike Sprague

Non-Voting/Advisory

1. City Planner (Planning/Order of Operations) Dustin Wolff
2. City Engineer (Infrastructure/Order of Operations) Corey Buck
3. City Clerk (Recording/Minutes) Teri Sathoff
4. Public Works (Infrastructure/Construction) Brad Schrader
5. Gorman Representative (Master Developer) Ron Clewer

8. Business Items

Subject :

C. Authorize Mayor to Sign an Engineering Agreement with Strand Engineering for Griswold Avenue & Woodburn

Avenue Road & Drainage Improvements

Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends authorizing the Mayor to sign the Engineering Agreement with Strand Engineering for Griswold Avenue & Woodburn Avenue Road & Drainage Improvements

Public Content

This Engineering Agreement covers reconstruction of Griswold from 4th to Lefevre, Woodburn Ave from 11th Ave to Lefevre and the side streets (11th, 13th, and 15th). Adding these sections as part of the Griswold project instead of being stand alone project will save overall on cost. Items such as specification generation, shop drawing reviews, title and detail sheets, and the bidding process now only need to occur once instead of 2 or 3 times. Like Dillon Avenue, this project will also include storm sewer, street, curb & gutter and sidewalk construction. This project is over twice the size of the 4th and 5th Avenue project which had a construction cost of \$1,500,000. Very preliminary cost estimates for this project indicate an estimated cost exceeding \$4,000,000 for construction, including a 20% contingency. The engineers hope this number goes down as they work through the design and are then able to lower the contingency with more understanding. Strand has provided the engineering on other recent large projects, including last years 4th and 5th Avenue improvements and the Douglas Park neighborhood improvements.

File Attachments

[Strand Griswold-Woodburn Engineering.pdf \(72 KB\)](#)

8. Business Items

Subject :	D. Purchase Branded Welcome Signs for the Ave G and W. 3rd Street intersection
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Budgeted :	Yes
Budget Source :	Capital Fund
Recommended Action :	Approve Quad City Custom Signs proposal for entryway signage at Ave G & 3rd Street.

Public Content

The City took ownership of a condemned house at Ave G and 3rd Street. The City demolished the house. The lot is small and adjacent to a house on the east side and backs up to the rear of a commercial property to the north. As it is an entrance into the City, Council previously suggested the lot could be improved visually as an entry to the City as a point of pride to people coming in to the City of Sterling over the Ave G bridge. Money has been budgeted for this project in the capital fund over the last 2 years as a branding project.

The City's planning firm did some conceptual work for the lot to help screen the backside of a commercial property while improving the gateway. Staff arranged for the footings and conduit to be placed on the site

while soliciting sign companies for proposals. The Council has reviewed several submissions in Council meetings. While no sign received unanimous support, one submission received support from five members of the City Council.

Approval of the proposal is not required, but staff wanted to have the option available to the Council so the project can start moving forward if desired.

File Attachments

[EntrywaySignagePreProofFinal.pdf \(654 KB\)](#)

[City of Sterling - Avenue G Monument and Pillar Signage - EST-587 16-Feb-2022.pdf \(66 KB\)](#)

[Avenue G Entry_Concept A.pdf \(1,044 KB\)](#)

[Avenue G_Alternative A_sign Detail.pdf \(123 KB\)](#)

8. Business Items

Subject :	E. Waive the Bid Process and Approve Quote for Masonry Work at Central Memorial Park
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Waive the Bid Process and Approve Quote from JMI Masonry for Masonry Work at Central Memorial Park in the amount of \$149,551.00

Public Content

The Project Manager received quotes for masonry work for the proposed bathroom and concession facility at Central Memorial Park. The Project Manager's report is attached. 4 masons were contacted, but 3 declined to submit quotes.

File Attachments

[JMI CP.pdf \(98 KB\)](#)

[Masonry Summary.pdf \(617 KB\)](#)

8. Business Items

Subject :	F. Waive the Bid Process and Approve Low Quote for Structural Steel at Central Memorial Park
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	The Project Manager recommends Council Waive the Bid Process and Approve Quotes for Structural Steel fabrication and installation at Central Memorial Park to Vegter Steel Corporation for fabrication in the amount of \$31,500 and Industrial Steel Erectors for installation in the amount \$20,960

Public Content

The Project Manager received quotes for structural steel fabrication and materials and for the installation of them for the proposed bathroom and concession facility at Central Memorial Park. The Project Manager's report and copies of quotes are attached. Note the PM has recommended the higher priced fabricator based on the PM's assessment of the vendors.

File Attachments

[Area CP.pdf \(100 KB\)](#)

[ISE CP.pdf \(59 KB\)](#)

[RMI Proposal.pdf \(154 KB\)](#)

[Steel Summary.pdf \(333 KB\)](#)

[Vegter CP.pdf \(497 KB\)](#)

8. Business Items

Subject :	G. Waive the Bid Process and Approve Low Quote for Paint & Epoxy at Central Memorial Park
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Waive the Bid Process and Approve Low Quote for Paint & Epoxy at Central Memorial Park to Kuhlemier Painting in the amount of \$20,800

Public Content

The paint proposals are for the interior of the proposed concession and restroom facility. The epoxy coating is for the floor within. The Project Manager has recommended the low quote from Kuhlemier Painting.

File Attachments

[paint and epoxy proposals.pdf \(551 KB\)](#)

[Paint and epoxy summary.pdf \(333 KB\)](#)

8. Business Items

Subject :	H. Waive the Bid Process and Approve Quote for Stucco and EIFS at Central Memorial Park
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Waive the Bid Process and Approve the Executive Plastering Quote for Stucco and EIFS at Central Memorial Park in the amount of \$31,525.00

Public Content

Attached is the single proposal for stucco and EFIS that our Project Manager was able to get for the project. The PM sought contractors in the Quad Cities and Rockford. Executive Plastering was the only positive response after many phone calls and extending the due date for proposals.

File Attachments

[Stucco and EIFS Proposal.pdf \(221 KB\)](#)

[Stucco and EIFS summary.pdf \(193 KB\)](#)

8. Business Items

Subject :	I. Acceptance of the bid for concrete for City curb and sidewalks.
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	It is the recommendation of the Staff that the City Council award the contract for concrete for City curb and sidewalks to the low bidder Rock River Ready Mix

Public Content

Every year the City bids out the contract for the concrete to be used for the curbs and sidewalks in the city. Attached are the bid minutes.

File Attachments

[admin_20220311_121148.pdf \(587 KB\)](#)

8. Business Items

Subject :	J. Ordinance 2022-03-12 Amending Chapter 10, Article I to provide modifications or provisions related to amusements and entertainments
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of Ordinance 2022-03-12 Amending Chapter 10, Article I to provide modifications or provisions related to amusements and entertainments

Public Content

Currently the amusement permit ordinance requires amusement operators to an annual fee of \$800. Amusement centers have an annual fee of \$100 and \$40 per device. Locations such as Pizza Ranch were paying an annual fee over \$900. This amendment will lower the annual fee for operators from \$800 to \$300. Amusement centers will still have the annual fee of \$100 however the \$40 per device fee will be lowered to \$25 per device and will be billed to the operator instead of the business. This "per device" fee is in line with the way the gaming machine fees are billed.

Staff recommends amending the amusement permit ordinance for the City of Sterling following research from the Clerk's office that showed the City had fallen out of line with other municipalities across the State.

File Attachments

[Ordinance 2022-03-12 Amending Ch 10 Article I Amusements 3-15-22 vh.pdf \(107 KB\)](#)

8. Business Items

Subject :	K. Set Public Hearing for Budget at the 6:30 pm meeting on Monday, April 4, 2022
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Set Public Hearing for Budget at 6:30 pm meeting on Monday, April 4, 2022

Public Content

The proposed budget will be on display March XXXXXXXXXX at the SterlingPublic Library and Sterling Coliseum prior to the public hearing onMonday, April 4, 2022.

11. Adjourn To Budget Study Session

Subject :	A. Budget Study Session
Meeting :	Mar 21, 2022 - City Council Meeting at 6:30 pm
Type :	Information

Public Content

The following funds will be discussed

- General Fund
- Capital Fund
- Coliseum (Amended due to ceiling repairs to chamber and conference rooms)

File Attachments

[2500 Coliseum and 3500 Coliseum Bond Fund Budget 22-23.pdf \(45 KB\)](#)
[1800 Capital Fund Budget 22-23 3-21 update.pdf \(56 KB\)](#)
[1100 General Fund Budget 22-23 DRAFT.pdf \(582 KB\)](#)