

Monday, April 1, 2024
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/87682266832>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Apr 1, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Apr 1, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Apr 1, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Apr 1, 2024 - 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 : Apr 1, 2024 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[02 15 24 Minutes .pdf \(101 KB\)](#)
[cc03182024.pdf \(191 KB\)](#)

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 :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[admin_20240328_102020.pdf \(623 KB\)](#)
[Accounts Payable by G_L Distribution Report 03_28_2024 9_20_39 AM_Mary McCormick_3D40ANOT.pdf \(346 KB\)](#)

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 R2024-04-04 to Close Fourth Street for Sterling Municipal Band Concerts
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Resolution R2024-04-04 to Close Fourth Street for Sterling Municipal Band Concerts

Public Content

Sterling Municipal Band presents Wednesday night concerts, beginning May 31 running through August 2. Saturday night concerts will be June 24, and July 10.

File Attachments

3. Consent Agenda

Subject :	D. Resolution R2024-04-05 to Close Fourth Street for Movies In The Park
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Resolution R2024-04-05 to Close Fourth Street for Movies In The Park

Public Content

The City of Sterling employees have planned two movies in Central Park this year. This resolution is requesting the closure of 4th Street on June 7th for the movie Super Pets and on September 27th for Hocus Pocus. The employees have also planned an Art event in Central Park on July 13th, a Street closure Resolution for that event will be presented to the Council in June once the details are finalized.

File Attachments

[Res 2024-04-05 movies in the park.pdf \(72 KB\)](#)

3. Consent Agenda

Subject :	E. Resolution R2024-04-06 to Close Fourth Street for Memorial Day Service
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Resolution R2024-04-06 to Close Fourth Street for Memorial Day Service

Public Content

The Association of Clubs hosts the Memorial Day Celebration at Grandon Civic Center on Monday, May 27, 2024, at 11:00 am, weather permitting.

File Attachments

[Res 2024-04-06 Memorial Day Service Road Closure.pdf \(56 KB\)](#)

3. Consent Agenda

Subject :	F. Proclamation recognizing Sexual Assault Awareness Month
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Proclamation declaring April as Sexual Assault Awareness Month

File Attachments

[Sexual Assault Proclamation 2024.pdf \(89 KB\)](#)

5. Recommended Personnel Action

Subject :	A. Proclamation Recognizing Michael Dettman's Retirement
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action, Presentation
Recommended Action :	Approve Proclamation Recognizing Michael Dettman's Retirement

6. Presentations and Awards

Subject :	A. Presentation on Intersection Analysis from Kyle Roberts
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	

Public Content

Kyle Roberts, a Professional Traffic Operations Engineer, from Mead & Hunt will provide information to Council on unsignalized intersection control types and considerations based on national guidance defined in the *Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways* (11th Edition) and *AASHTO A Policy on Geometric Design of Streets and Highways* (7th Edition). Components of a typical intersection control evaluation study and order of magnitude costs will also be provided.

There will also be an introduction of the Safe Street for All (SS4A) Planning and Demonstration Grants for comprehensive safety action plans, including supplemental safety planning, and/or safety demonstration activities. Federal monies can be pursued to complete an assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve community-wide transportation safety. Safety action plan development and implementation for on all users, including pedestrians, bicyclists, and motorists will focus on speed management, vulnerable road users, and accessibility.

8. Business Items

Subject :	A. Budget Hearing - FY 2024-2025 Budget
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action

Public Content

One of the final steps for the adoption of the Annual Budget is for the Governing Body to conduct a public hearing on the proposed budget.

The notice of public hearing has been published as required.

The Annual Budget is not set until the City Council adopts the budget ordinance, which is scheduled for April 15th, 2024.

Mayor Merdian will open up the public hearing as required by state law on the FY 2024-25 Annual Budget.

File Attachments

[Budget - Public Hearing.pdf \(8.253 KB\)](#)

8. Business Items

Subject :	B. Resolution No. 2024-04-07 Authorizing a letter of Non-Objection to the Whiteside County Board Relating to a Special Use Request Authorizing a Community Solar Project At PIN 11-11-300-006
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Resolution No. 2024-04-07 Authorizing a letter of Non-Objection to the Whiteside County Board Relating to a Special Use Request Authorizing a Community Solar Project At PIN 11-11-300-006

Public Content

The Plan Commission met on March 20, 2024, and discussed the proposal for the property located at 11-11-300-006 (Freeport Road and Science Ridge Road) Sterling. The property owner, Keith Landis and Apex Clean Energy are requesting a special use permit allowing the construction of a 5MW Community Solar project. After much discussion, the Plan Commission voted to recommend that the City send a letter of non-objection to the request for a special use.

File Attachments

- [Res 2024-04-07 Letter of Non Objection Freeport Road Solar.pdf \(75 KB\)](#)
- [231115_Freepor Solar_R1.pdf \(9,082 KB\)](#)
- [admin_20240306_111735.pdf \(223 KB\)](#)
- [ETJ-Solar Farm_Apex Freeport Road_2023 03 14.pdf \(3,895 KB\)](#)
- [Final Freeport Road Narrative 2.21.24.pdf \(924 KB\)](#)
- [Freeport LESA Report.pdf \(1,505 KB\)](#)
- [Freeport Road Fair Cash Value.pdf \(468 KB\)](#)
- [Freeport Road_L3 Layout_Rev2.pdf \(927 KB\)](#)
- [FRS_2023 Vegetation Management Plan_Final_2023-11-29.pdf \(2,089 KB\)](#)
- [Snavely.jpeg \(509 KB\)](#)

8. Business Items

Subject :	C. IWORQ Software Agreement for the Building and Zoning Department and the City Clerk's Office
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Authorizing the City Manager to Enter into the Sales Agreement with IWorq

Public Content

The Building and Zoning Department and the City Clerk's Office have researched several software programs that will serve both departments for permitting, code enforcement tracking, licensing and billing.

The current Salesforce software utilized by the Building and Zoning Department was not developed for municipalities. The software has become antiquated in comparison to newer options that are specifically built for municipal use.

The Clerk's Office uses Microsoft Access and Excel for permitting, licensing, and billing.

IWorq is software built specifically for municipalities. It handles permits, licensing, code enforcement, zoning and electronic records management. It also integrates with GIS data. Further, it provides an online portal for citizens and contractors to use to apply for permits and make code enforcement complaints. City staff was able to see the software in use during a visit to the City of Galesburg. The Galesburg City building and IT staff recommended the software.

The contract with Salesforce is due for renewal. Staff is requesting to switch software to IWorq. Salesforce is currently \$12,000/year for 2 users. IWorq's code enforcement, permit management, GIS integration and online portal are \$13,000/year for unlimited users. The contractor licensing and business licensing applications are an additional \$8,000/year.

File Attachments

[iWorQ Systems Proposal -- Sterling, IL 03252024.pdf \(538 KB\)](#)

11. Executive Session

Subject :	A. Executive Session - Personnel
Meeting :	Apr 1, 2024 - City Council Meeting at 6:30 pm
Type :	Action

Public Content

Pursuant5 ILCS 120/2(c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.