

Monday, May 7, 2018
City Council Meeting at 6:30 pm

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

1. Meeting Opening

Subject : A. Call to Order
Meeting : May 7, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : May 7, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : May 7, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : May 7, 2018 - 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 : May 7, 2018 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc041618.pdf \(127 KB\)](#)

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 :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[Acct Pay 05-07-18.pdf \(413 KB\)](#)
[apsummary 05-07-18.pdf \(655 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Ordinance #2018-05-13 Adopting International Building Code of 2015
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Ordinance #2018-05-13 Amending the Sterling City Code by Amending Chapter 18, Article II, Division 1, Sections 18-26, 18-27 and 18-28 to Adopt the International Building Code of 2015

File Attachments

[2018-05-13 bldg code.pdf \(242 KB\)](#)

Consent

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extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

3. Consent Agenda

Subject :	D. Ordinance #2018-05-14 Adopting International Mechanical Code of 2015
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Ordinance #2018-05-14 Amending the Sterling City Code by Amending Chapter 18, Article V, Sections 18-151 and 18-152 to Adopt the International Mechanical Code of 2015

File Attachments

[2018-5-14 mechanical code.pdf \(232 KB\)](#)

Consent

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3. Consent Agenda

Subject :	E. Ordinance #2018-05-15 Adopting International Property Maintenance Code of 2015
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Ordinance #2018-05-15 Amending the Sterling City Code by Amending Chapter 18, Article VI, Sections 18-176 and 18-177 to Adopt the International Property Maintenance Code of 2015

File Attachments

[2018-5-15 prop maint.pdf \(225 KB\)](#)

Consent

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3. Consent Agenda

Subject :	F. Ordinance #2018-05-16 Adopting the International Residential Code of 2015
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Meeting : May 7, 2018 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approve Ordinance #2018-05-16 Amending the Sterling City Code by Amending Chapter 18, Article II, Division 1, Sections 18-29 and 18-29.5 to Adopt the International Residential Code of 2015

File Attachments

[2018-5-16 res code.pdf \(270 KB\)](#)

Consent

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3. Consent Agenda

Subject : G. Ordinance #2018-05-17 Adopting the International Fire Code of 2015
Meeting : May 7, 2018 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approve Ordinance #2018-05-17 Amending the Sterling City Code By Amending Chapter 42, Article III, Sections 42-51 and 42-53 through 42-57 to Adopt the International Fire Code of 2015

File Attachments

[2018-5-17 fire code.pdf \(295 KB\)](#)

Consent

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3. Consent Agenda

Subject : H. Ordinance #2018-05-18 Adopting the International Fuel Gas Code of 2015
Meeting : May 7, 2018 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approve Ordinance #2018-05-18 Amending Chapter 18, Article IX, Sections 18-261 and 18-262 to Adopt the International Fuel Gas Code of 2015

File Attachments

[2018-5-18 fuel code.pdf \(226 KB\)](#)

Consent

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3. Consent Agenda

Subject :	I. Ordinance #2018-05-19 Adopting the International Existing Building Code of 2015
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Ordinance #2018-05-19 Amending the Sterling City Code, Chapter 18, Article I, Division 1, by the Addition of New Sections 18-32 and 18-33 to Adopt the International Existing Building Code of 2015

File Attachments

[2018-5-19 existing bldg.pdf \(217 KB\)](#)

Consent

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3. Consent Agenda

Subject :	J. Ordinance #2018-05-20 Adopting the National Electrical Code of 2014
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Ordinance #2018-05-20 Amending the Sterling City Code By Amending Chapter 18, Article III, Division 1, Sections 18-66 and 18-68 to Adopt the National Electrical Code of 2014

File Attachments

[2018-5-20 electrical code.pdf \(258 KB\)](#)

Consent

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3. Consent Agenda

Subject :	K. Ordinance #2018-05-23 Amending Liquor Code to correct time
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Ordinance #2018-05-23 Amending the Sterling City Code Chapter 6, Article I, Section 6-6(a)(2) to Correct the Time upon which Persons can Remain upon any Licensed Premises

Public Content

This ordinance simply cleans up a typo when the code was rewritten. The code read 1:15 pm instead of 1:15 am.

File Attachments

[2018-5-23 liquor time.pdf \(89 KB\)](#)

Consent

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3. Consent Agenda

Subject :	L. Employment Contract with Fire Chief Gary Cook
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of the employment agreement with Gary Cook and the City of Rock Falls to continue employing Cook as Fire Chief.

Public Content

Through intergovernmental agreements, Gary Cook has served as the Fire Chief since December 2010, following the retirement of past Fire Chief Oetting. Rock Falls remains the employer of Chief Cook, but through

the intergovernmental agreement, the City of Sterling contracts with Rock Falls for Chief Cook to act as Chief of both fire departments.

File Attachments

[cook contract.pdf \(619 KB\)](#)

Consent

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3. Consent Agenda

Subject :	M. St. Jude Rides to hold a Bucket Brigade on May 19, 2018
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve the Petition from St. Jude Rides to hold a Bucket Brigade on May 19, 2018

Public Content

St. Jude Rides is a relay-style event that benefits the St. Jude Children's Hospital. The mission of the St. Jude Rides is to support the mission ALSAC and to provide funds raised through running events to St. Jude Children's Research Hospitals.

File Attachments

[st jude 2018.pdf \(223 KB\)](#)

Consent

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6. Presentations and Awards

Subject :	A. Life Saving Certificate to Carter Kenney
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Presentation

Public Content

On April 17, 2018 at approximately 8:15 pm, Carter Kenney of 406 6th Ave, Sterling, observed an individual in the alleyway near his residence who appeared to be having a medical emergency. Carter immediately instructed his brother to contact 911 while he checked on the condition of the individual. Carter determined the individual in fact was in distress and immediately began CPR. Upon arrival of Sterling Police Officers and CGH EMS it was determined the individual had overdosed and was administered NARCAN resulting in the resuscitation of the individual.

The quick thinking and action of Carter clearly resulted in the assistance in the saving of this individuals life, therefore, I recommend Carter be recognized by the Mayor and the City Council for his heroic actions.

6. Presentations and Awards

Subject :	B. Proclamation for the observance of Police Memorial Day
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Pass proclamation to recognize Police Week, May 13 - 19, 2018

Public Content

In 1962, President Kennedy signed Public Law 87-726 designating May 15 as Police Officers Memorial Day and the week in which it falls as National Police Week.

The members of the Sterling Police Department respectfully request a Mayoral Proclamation declaring May 13 - 19, 2018 as Police Week in Sterling.

File Attachments

[proc-police week.pdf \(57 KB\)](#)

6. Presentations and Awards

Subject :	C. Proclamation for Nursing Homes
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Proclamation Recognizing the week of May 13 - 19, 2018 as Observance of National Skilled Nursing Care Week

File Attachments

[proc-nursing home.pdf \(40 KB\)](#)

6. Presentations and Awards

Subject :	D. Proclamation for US Post Office Food Drive
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm

Type :

Action

Recommended Action :

Approve Proclamation for US Post Office
Food Drive

Public Content

The Letter Carriers of Sterling and Rock Falls Post Office will be collecting food on Saturday May 12, 2018. The need continues and contributions have decreased. Please remember to place food by your mailbox on Saturday, May 12.

File Attachments

[PROCfooddrive.pdf \(98 KB\)](#)

6. Presentations and Awards

Subject :

E. Proclamation for Building Safety Month -
May 2018

Meeting :

May 7, 2018 - City Council Meeting at 6:30 pm

Type :

Action

Recommended Action :

Approve Proclamation for Building Safety Month -
May 2018

Public Content

May is Building Safety Month. In light of the new codes that have been approved this evening, it is a reminder why building safety is important.

File Attachments

[Proc-bldg safety month.pdf \(297 KB\)](#)

6. Presentations and Awards

Subject :

F. Presentation from Economic Growth
Corporation

Meeting :

May 7, 2018 - City Council Meeting at 6:30
pm

Type :

Presentation

Public Content

Economic Growth Corporation was the lead redeveloper of the formerly vacant upper floors of the Lawrence Building. Their efforts to create the Lawrence Lofts space, in cooperation with Sterling Today, Inc., the City of Sterling and the Illinois Housing Development Authority led to the projects recognition as the IHDA Jon Linfield award winner for innovation and excellence in affordable housing in a rural community.

GROWTH redeveloped the second through fifth floors of the Lawrence Building into a \$5.6 million adaptive-reuse, mixed-use development re-purposing the vacant, upper stories into twenty (20) residential affordable

rental units. Funding sources for the Lawrence Lofts development includes Low Income Housing Tax Credits, State Affordable Housing Tax Credits, Federal Home Loan Bank of Chicago Affordable Housing Program, Sterling Today, Inc, and City of Sterling Tax Increment Financing.

The Lawrence Lofts development is the first multi-family development GROWTH has produced in downtown Sterling, but GROWTH has been partnering with the City of Sterling since 2009 on various housing initiatives including Neighborhood Stabilization Program 2, Illinois Attorney General National Foreclosure Settlement Funds, and various revitalization and repair programs for single family homes throughout the City of Sterling.

Please recognize Brian Hollenback, President and CEO; and Amy Clark, Multifamily Development Director, for their efforts on the Lawrence Lofts project and presentation of the award. And further, thank GROWTH for the dedication in assisting the Sterling community in numerous other housing related endeavors that have injected millions of dollars in housing rehabilitation in the last ten years.

8. Business Items

Subject :	A. Ordinance #2018-05-21 Amend 18-43 Building Permit Costs
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Ordinance #2018-05-21 Amending the Sterling City Code, Chapter 18, Article II, Division 2, Section 18-43 (a)(2) to Provide for Unit Rate Costs Established by the International Code Council

Public Content

This ordinance establishes new building permit and inspection fees determined by the International Code Council. These fees will related to only new construction. Fees for remodeling and repairing will remain the same. This is some cleanup of the existing language of code that has become obsolete.

File Attachments

[2018-5-21 Bldg permit costs.pdf \(206 KB\)](#)

8. Business Items

Subject :	B. Ordinance #2018-05-22 Update Code Pertaining to Towing of Vehicles
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends the Council approve Ordinance #2018-05-22 Amending Chapter 38, Article III, Section 38-62 and addition of a new Division 1.5, Sections 38-70 and the following governing inoperable and abandoned motor vehicles.

Public Content

As discussed during the April 16, 2018 Council Study Session, the City's legal counsel has advised the City Council to consider revising the local ordinance governing the towing of vehicles in response to more recent court decisions regarding removal of vehicles from private property. The court rulings create a higher standard before a vehicle can be towed and the ordinance revision appropriately reflects this change.

File Attachments

[vehicles_ord.pdf \(290 KB\)](#)

[2018-5-22 towing.pdf \(223 KB\)](#)

8. Business Items

Subject :	C. Ordinance #2018-05-24 Amending Liquor Code to eliminate Bond
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Ordinance #2018-05-24 Amending Chapter 6, Article II, Section 6-38 of the Sterling City Code as to Bond Requirement and Liquor Liability Insurance

Public Content

This ordinance eliminates the bond requirement for liquor establishments because the liquor license can be revoked if the establishment does not comply with City requirements.

It also addresses the need for liquor liability insurance for all establishments. State statute does not require insurance for package retailers. As the City may be more restrictive than the State, this ordinance requires all liquor establishments to supply proof of insurance.

File Attachments

[2018-5-24 liquor bond.pdf \(89 KB\)](#)

8. Business Items

Subject :	D. Approval of Proposal for Branding Services with Arnett Muldrow
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of the Arnett Muldrow proposal for Branding for \$12,000 plus expenses not to exceed \$2,300.

Public Content

Storytelling, community engagement, messaging and marketing are all important to successful communities. Branding has been a popular method for helping cities to change perceptions, engage citizens, instill pride and

give a fresh outlook to cities and communities. The City and its partner organizations have been discussing the concept for several years and believe it would be very beneficial to the community as a whole to engage in the process.

Arnett Muldrow has had a long history of community branding, including communities similar to ours. Tripp Muldrow of Arnett Muldrow presented to the Sterling City Council at the April 2nd, 2018 Special Session. Arnett Muldrow has since provided a proposal for a scope of services to include:

1. Logo and tagline designs for the City of Sterling including a popular logo and an official city seal.
2. Sign system designs including gateways, wayfinding, and other needs applicable to the Client and other initiative partners if desired.
3. Print collateral designs (report covers and divider pages, brochures, etc.).
4. Web page and digital media design concepts.
5. Ad templates and concepts for organizational use.
6. Other collateral pieces as desired by the Client (we like to keep this open ended so that any custom products you need can be developed we have done designs for virtually everything from t-shirts and mugs to sculptural pieces during the workshop).
7. All related photography on digital flash drive.
8. Resource package with all deliverables in a variety of digital file formats.
9. Style guide for brand implementation.
10. Brand presentation on PowerPoint.
11. Intellectual rights release granting ownership of all designs to the Client.

File Attachments

[branding previsit.pdf \(2.138 KB\)](#)
[branding scope of work.pdf \(135 KB\)](#)

8. Business Items

Subject :	E. Scope of Services Agreement for legal services with Bryan Cave
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of the Scope of Service Agreement with Bryan Cave Leighton Paisner in an amount not to exceed \$100,000 if acceptable.

Public Content

During the budget adoption process, the Council directed staff to deliver a written Scope of Service agreement with Bryan Cave for Council approval in an amount not to exceed \$100,000. The attached Scope of Service Agreement outlines environmental legal services for:

- review of additional testing results
- discussions and communications with Stanley and IEPA and USEPA regarding:
 - remedial objectives
 - remedial action plan including:
 - engineered barriers
 - adaptive reuses
 - remediation
 - record of decision
 - no further action letter

- discussion and communications with Stanley regarding the timing, potential phasing and closing of the donation including
- any required remediation work post-donation
- documentation in binding agreements with foregoing, drafting and/or reviewing
- brownfield revolving loan monitoring and follow up with IEPA and USEPA as needed

File Attachments

[hummel agreement.pdf \(259 KB\)](#)

11. Adjourn to Study Session

Subject :	A. Ordinance #2018-04-07 Amending Liquor Code
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Discussion

Public Content

Develop Council consensus on how to direct staff to proceed.

The City of Sterling was approached by Sterling Main Street to allow for pop up markets to be held over the course of the summer where people could potentially be allowed to purchase an alcoholic beverage and take it to a pop up market in a park. The hope would be to develop synergy between the businesses and get people outside to market venues. Existing code does not allow for public consumption in parks or on streets or sidewalks.

The proposed ordinance change allows for the Liquor Commissioner to issue a special event permit to an established non-profit, such as Main Street or the Chamber of Commerce, to host such events in the downtown or riverfront areas without being the actual provider of alcohol and allowing existing businesses to sell for these events.

Janna Groharing of Sterling Main Street will be in attendance to provide additional information and answer any questions.

File Attachments

[2018-4-7 Liquor Streets.pdf \(88 KB\)](#)

11. Adjourn to Study Session

Subject :	B. Farmers' Market Concept
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Discussion

Public Content

Our Planner has developed 2 concepts for a covered walkway and redevelopment to the west of the Twin City Farmers Market on property owned by the City. The prevailing focus and considerations for the development included:

- Infrastructure improvements to improve walkability and ADA design
- Maximizing public expenditure by designing a productive and flexible community event space
- Unifying the site with the adjacent uses (Twin City Farmers Market) by linking plaza space and associated facilities
- Achieving an overall aesthetically pleasing, park like condition by softening harsh on-site conditions (railroad, etc.)

Two concept alternatives have been developed for the site. Each alternative includes similar programmatic items: a covered walkway for vendors; ADA street corners; plaza gathering space, colored concrete accents with vegetative terraces; and supporting parking facilities.

The width and length of the covered walkway are somewhat flexible as they are sourced from prefabricated gable roofed walkways that come in a variety of dimensions.

File Attachments

[farmers market concept.pdf \(609 KB\)](#)

[farmers market drawings.pdf \(532 KB\)](#)

11. Adjourn to Study Session

Subject :	C. Cupcake Law
Meeting :	May 7, 2018 - City Council Meeting at 6:30 pm
Type :	Discussion

Public Content

Develop Council consensus on how to direct staff to proceed.

File Attachments

[Preventing Norovirus Outbreaks.pdf \(312 KB\)](#)

[CDC FULL BAKING MENU -0- OUTBREAKS.png \(188 KB\)](#)

[Res support cupcake law.pdf \(69 KB\)](#)