

Monday, May 21, 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 21, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : May 21, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : May 21, 2018 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : May 21, 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 Bills and Payroll
Meeting : May 21, 2018 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Bills and Payroll as presented

Public Content

File Attachments

[Balance Sheet 4-30-18.pdf \(330 KB\)](#)
[Budget Performance 4-30-18.pdf \(395 KB\)](#)
[5 21 18 bills and pr.pdf \(362 KB\)](#)
[5 21 18 gl dist rept.pdf \(283 KB\)](#)

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. 2018-2019 MICA Insurance Renewal Premium
Meeting :	May 21, 2018 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Please approve the MICA insurance renewal for fiscal year 2018-2019 in the amount of \$680,818.00.

Public Content

On March 15, 2018, the annual MICA renewal meeting was held. The renewal premium for 2018-2019 is \$680,818 which is a .15% increase from the 2017-2018 premium of \$679,799.

The 2018-2019 premium is based on increased payroll costs, increased exposure, and the past 4 full years of claims experience.

Our participation in MICA since 1991 has reduced our insurance costs substantially. To date, we have received rebates totaling \$311,053.

File Attachments

[mica history.pdf \(97 KB\)](#)

Consent

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6. Presentations and Awards

Subject :	A. Proclamation Declaring May 20-26, 2018 as National Public Works Week
Meeting :	May 21, 2018 - City Council Meeting at 6:30 pm
Type :	Action

File Attachments

[2018 pw week.pdf \(45 KB\)](#)

6. Presentations and Awards

Subject :	B. Proclamation Declaring June 2, 2018 as American Cancer Society Relay For Life Day
Meeting :	May 21, 2018 - City Council Meeting at 6:30 pm
Type :	Action

File Attachments

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

7. Unfinished Business

Subject :	A. Ordinance #2018-04-07 Amending Liquor Code
Meeting :	May 21, 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.

File Attachments

[2018-04-07 liquor code amend.pdf \(77 KB\)](#)

8. Business Items

Subject :	A. Variance to the City's Travel & Training Policy
Meeting :	May 21, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	It is the recommendation by this department head to grant a variance in the city's travel and training policy by not demanding the remaining \$34.64 in per diem advanced

Public Content

From January 7, 2018 through April 13, 2018 Officer Tabatha Justice attended the Suburban Law Enforcement Academy at the College of DuPage. Due to the lack of room and board facilities at the college, Officer Justice was provided with advance per diem and lodged at an extended stay facility.

During that time she was advanced per diem in the amount of \$4,704, this being the amount she was entitled to spend if need be. Following the completion of her training she has remitted to the city \$2,217.27 in cash and accounted for through documentation the remainder, minus \$74.64. Of that \$74.64 she submitted a detailed memo where she contributed to two class funds during the training in the amount of \$20 each.

This leaves \$34.64 which is undocumented as being accounted for whether it be a couple of wayward receipts or a quick stop or two at a convenience store. Regardless, I would request the City Council grant a variance to the policy in the amount of \$34.64 to Officer Justice as to monies owed in regards to this per diem.

In closing, I would like to point out, Officer Justice was authorized in excess of \$4,700 in per diem and returned to the City in excess of \$2,200 of that amount. I feel it would be an injustice to require her to remit \$34.64 after she was extremely conservative in the actual amount she expended over this extended period.

File Attachments

[Justice Per Diem.pdf \(28 KB\)](#)

8. Business Items

Subject :	B. Contingent fee professional services agreement with Azavar
Meeting :	May 21, 2018 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	It is the recommendation of City staff to authorize the City Manager to enter into the contingent fee professional services agreement with Azavar.

Public Content

Azavar Government Solutions conducts municipal revenue reviews on utility tax, telecommunications tax, cable franchise fees, sales tax, food and beverage tax, hotel /motel tax, amusement tax, and motor fuel tax to help governmental entities recover lost revenue. If any lost revenue is discovered, the City would be billed 45% of that revenue for 3 years. If Azavar does not find any lost revenue, the City owes them nothing.

Information on Azavar Government Solutions, as well as the Contingent Fee Professional Services Agreement is attached.

File Attachments

[Azavar Agreement.pdf \(379 KB\)](#)

[Azavar information.pdf \(6.820 KB\)](#)

11. Adjourn to Study Session for Discussion

Subject : A. Discussion of Solid Waste collection contract with Republic Services Representative

Meeting : May 21, 2018 - City Council Meeting at 6:30 pm

Type : Discussion

11. Adjourn to Study Session for Discussion

Subject : B. Introductory discussion to engaging millennials and young community leaders - Kris Noble from Sauk Valley Area Chamber of Commerce

Meeting : May 21, 2018 - City Council Meeting at 6:30 pm

Type : Discussion