

Monday, July 17, 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/88582031277>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Jul 17, 2023 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Jul 17, 2023 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Jul 17, 2023 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Jul 17, 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 : Jul 17, 2023 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc07032023 .pdf \(90 KB\)](#)

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 :	Jul 17, 2023 - 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 07_13_2023 12_30_33 PM_Mary McCormick_3D409Y04.pdf \(310 KB\)](#)
[admin_20230713_132751.pdf \(530 KB\)](#)
[6-30-23 Balance Sheets.pdf \(338 KB\)](#)
[6-30-23 Budget Performance Report.pdf \(398 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Petition to Close Miller Road for the Sterling High Schools Boosters Back to School Fund Raiser
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Petition to Close Miller Road for the Sterling High Schools Boosters Back to School Fundraiser

Public Content

Sterling High School Boosters along with the Sterling Schools Foundation will be holding a back to school fundraiser on August 18, 2023 from 6:00 pm to 10:30 pm. They are requesting permission to close the 500 block of Miller Road for the event. Staff has reviewed the request and does not have any concerns beyond allowing residents their access. The Foundation did the same program last year with no issues.

File Attachments

[Sterling_Athletic_Booster PETITION.pdf \(224 KB\)](#)

[Sterling_Athletic_Booster Road_Map.JPG \(37 KB\)](#)

Consent

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3. Consent Agenda

Subject :	D. Pay Request #1 to Nicam Construction in the amount of \$305,226.00
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Pay Request #1 to Nicam Construction in the amount of \$305,226.00

File Attachments

[Council Agenda Item - Pay Request - NICAM -Public Works Addition.pdf \(2,509 KB\)](#)

Consent

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3. Consent Agenda

Subject :	E. Change Order #1 for Public Works Building Addition Project - Phase 2
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve Change Order #1 for Public Works Building Addition Project - Phase 2

Public Content

On February 6, 2023 the City Council awarded the bid to Nicam Construction for the Public Works Building Addition Phase 2 in the amount of \$1,512,000.00. This change order for \$20,300 is to replace seven existing exterior light fixtures on the north and east side of the building and add 2 new light fixtures on the east side of the building and 2 new exterior light fixtures on the south side of the existing building. Replacing and adding the lighting will convert all of the exterior lighting to matching LED fixtures.

File Attachments

[Council Agenda Item - Change Order Public Works Addition.pdf \(406 KB\)](#)

Consent

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5. Recommended Personnel Action

Subject :	A. Administer Oath of Office to firefighters Andrew Scroggins and Dakota Simmons
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Procedural

Public Content

Andrew Scroggins - Andrew was born and raised in Sterling, he attended St. Mary's grade School and graduated from Newman Central Catholic High School. For the last nine years Andrew worked as a lead fabricator for JTI Traffic, a local highway safety and traffic manufacturing facility.

On his off time, you can find Andrew spending time with his girlfriend, Maria, fishing, working on his cars, home projects, watching baseball and grilling. He also spending time with his brothers Alex and Andrew.

Many of Andrew's family members were directly involved in public service and safety. His father was in law enforcement along with many cousins and uncles. Having close family members in these careers influenced Andrew to have goals to help make the community a safer place with education, fire safety and rescue.

Dakota "Kody" Simmons - Kody was born in Sterling to Amy Dickson and Jeremy Simmons. He grew up in the Sterling / Rock Falls area attending Sterling Schools and graduating form Sterling High School in 2013. After graduation Kody joined the Army National Guard and worked at Wahl Clipper in Sterling and Donaldson in Dixon. Kody has a beautiful 6 year old daughter, Payton, who will be a first grader at Jefferson this year. Kody's hobbies include hunting, kayaking, softball and hiking, he is an avid Boston Red Sox fan and loves being outdoors.

5. Recommended Personnel Action

Subject :	B. Pinning of David Northcutt as Deputy Fire Chief
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm

Type :

Information

Public Content

Dave has served in Emergency Services for the Sterling/Rock Falls and surrounding communities for over 30 years. After the Army & National Guard, he joined the Rock Falls Fire Department in 1991 and retired as Captain in 2015. Through those years, he also worked for CGH, coached boys and girls sports and was an emergency services dispatcher for Twin Comm & Whiteside County. In the Fall of 2020, he became the Administrative Assistant for the Sterling Fire Department and was appointed Deputy Chief in March of 2023. Dave and his wife Tracy have four kids, four grandkids and the best friends on the planet!

5. Recommended Personnel Action

Subject :	C. Introduction of Angelica Dornes, Administrative Assistant for the Fire Department
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Information

Public Content

Angelica came from CGH medical Center after 18 years of service. She is ready for a challenge and eager to learn about the fire service and the City of Sterling. She believes that if we continue learning and provoke ourselves to grow we will not only gain wisdom but we will maintain our youth.

Angelica was born in Sterling and now resides here with her two children and her fiance. When she isnt attending events and games for her kids she enjoys reading and traveling.

8. Business Items

Subject :	A. Award the Bid to Sterling Commercial Roofing for Roof Replacement at 1510 East Lynn Blvd. in the amount of \$55,370.00.
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Awarding the Bid to Sterling Commercial Roofing for Roof Replacement at 1510 East Lynn Blvd. in the amount of \$55,370.00.

Public Content

Staff noticed several leaks and multiple repairs have been made, the roof is over 30 years old and is now beyond repair.

File Attachments

[admin_20230710_103411.pdf \(14 KB\)](#)

[admin_20230710_110314.pdf \(38 KB\)](#)

8. Business Items

Subject :	B. Obligate \$58,250 in ARPA funds to address the negative economic impacts caused by the public health emergency
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	The ARPA Committee recommends the City Council approve obligating \$58,250 in ARPA funds for addressing the negative economic impacts caused by the public health emergency

Public Content

The ARPA Committee met July 6th to evaluate 4 projects for funding. The 4 recommended projects are:

1) \$10,000 for additional funds to the Whiteside County Healthier Communities Partnership for their Sterling Truancy Program. Nicole Oberg, the Sterling Truancy Caseworker, reported that the Sterling truancy caseload for the 2022-23 school year was 130 students from approximately 115 families and estimated another 130 siblings she worked with unofficially. The WCHCP Truancy Program, funded by previous Sterling City Council ARPA money has helped 115 families since the beginning of the school year.

2) \$25,000 toward the Sauk Valley Impact Program. Sauk Valley Community College established this program to address declining population, workforce participation and college enrollment. Under the program, the College has established an endowment fund to enable students who are enrolled in a career or transfer program to earn tuition and fees at Sauk for up to 3 years or until they earn their degree, whichever comes first. The Cities of Dixon and Rock Falls each committed \$25,000 as well.

3) \$12,250 for 2 informational kiosks in the downtown. These kiosks would contain maps of the downtown and changeable bulletin boards for downtown events sponsored or coordinated through the City, Chamber of Commerce or Main Street. The first 2 are tentatively planned for the Farmers Market area and the Shoppes at Grandon area. The WACC program would build them for the cost of materials and be made to fit with the current streetscaping.

4) \$11,000 for historical signs in the downtown. City staff has been working with the Main Street Design Committee for several years on plans for historical signs on select downtown buildings to commemorate their significance and enhance pride in the history of the structures. The proposal is to have historical signs, as seen in many other communities. Upon approval of language and locations, the City staff have identified possible locations and will work with building owners on final mounting locations.

\$1,067,442 remains in the ARPA account if the \$58,250 is approved.

File Attachments

[2023 updated Sterling City Council ARPA grant request for extension.pdf \(95 KB\)](#)

[WACC Kiosk Design.pdf \(401 KB\)](#)

[Sauk Impact Presentation.pdf \(583 KB\)](#)

[Historic Signs.pdf \(1.452 KB\)](#)

8. Business Items

Subject :	C. Ordinance No 2023-07-13 Fixing a Time and Place for Public Hearing with Respect to the Northland Mall Business Development District
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Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends adoption of the Ordinance 2023-07-13 Fixing a Time and Place for Public Hearing with respect to the Northland Mall Business Development District. The public hearing will be held at 6:35 pm on August 17, 2023, at City Hall.

Public Content

At the February 6, 2023 Council Meeting, the City Council approved an Agreement for Reimbursement for costs associated with a Qualification Study for a Business Development District (BDD) with the owner of Northland Mall. The City then engaged SB Friedman to begin the process of establishing a BDD. SB Friedman previously assisted in the establishment of a BDD for the Sterling Crossings site.

The next step of the process is to set a hearing for the proposed Northland Mall BDD. The recommended date and time is 6:35pm, on August 17th, in conjunction with the scheduled City Council meeting.

File Attachments

[Ord 2023-07-13.pdf \(111 KB\)](#)
[BDD Plan \(Clean\).pdf \(613 KB\)](#)

11. Study Session

Subject :	A. Rental Inspection Program - Discussion Only
Meeting :	Jul 17, 2023 - City Council Meeting at 6:30 pm
Type :	Discussion

File Attachments

[DRAFT Ordinance Amending The Municipal Code Residential Rental 6.12.23 jt.pdf \(205 KB\)](#)