

Monday, October 21, 2024
City Council Meeting at 6:30 pm

CITY COUNCIL MEETING AGENDA
Council Chambers - First Floor
212 Third Avenue
<https://us02web.zoom.us/j/81871261239>

1. Meeting Opening

Subject : A. Call to Order
Meeting : Oct 21, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : B. Roll Call
Meeting : Oct 21, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

Subject : C. Pledge of Allegiance
Meeting : Oct 21, 2024 - City Council Meeting at 6:30 pm
Type : Procedural

2. Communication from Visitors

Subject : A. Public Comment
Meeting : Oct 21, 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 : Oct 21, 2024 - City Council Meeting at 6:30 pm
Type : Action (Consent)
Recommended Action : Approval of Minutes as presented

File Attachments

[cc10072024.pdf \(188 KB\)](#)

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 :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Bills and Payroll as presented

Public Content

File Attachments

[9-30-24 Balance Sheets.pdf \(331 KB\)](#)
[9-30-24 Budget Performance Report.pdf \(411 KB\)](#)
[10.21.24 Council Packet.pdf \(199 KB\)](#)
[GL Distribution Report.pdf \(367 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Waive Bid Process and Approve Contract for Environmental Abatement at 410/412 East 3rd Street
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$19,780 for 410/412 East 3rd Street

Public Content

Sterling Environmental will subcontract the asbestos abatement on the property at 410/412 East 3rd Street. The Abatement includes the removal of approximately 17 windows, 192 square feet of floor tile, 32 square feet of linoleum, 125 square feet of transite board, 2,466 square feet of slate siding, 6 square feet of duct wrap, 4 linear feet of cement pipe and 12 square feet of tar.

Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$19,780 for 410/412 East 3rd Street

File Attachments

[Contract - Asbestos Abatement - 410-412 E. 3rd St., Sterling, IL.pdf \(2,074 KB\)](#)

Consent

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3. Consent Agenda

Subject :	D. Waive Bid Process and Approve Contract for Environmental Abatement at 414 East 3rd Street
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$1,495 for 414 East 3rd Street

Public Content

Sterling Environmental will subcontract the asbestos abatement at 414 East 3rd Street. Abatement will include removal of approximately 62 square feet of slate siding, 2 windows, caulk around window frames, and 15 square feet of tar on the rear add-on.

Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$1,495 for 414 East 3rd Street

File Attachments

[Contract - 414 E. 3rd St., Sterling, Illinois.pdf \(1,901 KB\)](#)

Consent

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3. Consent Agenda

Subject :	E. Waive Bid Process and Approve Contract for Environmental Abatement at 406 Broadway
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)

Recommended Action :

Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$2,325 for 406 Broadway.

Public Content

Sterling Environmental will subcontract asbestos abatement services for 406 Broadway. The abatement will include the removal of 404 square feet of slate siding from the garage.

Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$2,325 for 406 Broadway.

File Attachments

[Contract - Asbetsos Abatement - 406 Broadway, Sterling, IL.pdf \(1,902 KB\)](#)

Consent

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3. Consent Agenda

Subject :	F. Waive Bid Process and Approve Contract for Environmental Abatement at 907 1st Avenue
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$17,075 for 907 1st Avenue.

Public Content

Sterling Environmental will subcontract the asbestos abatement on the property at 907 1st Avenue. The Abatement includes the removal of 102 linear feet of pipe wrap, 102 square feet of linoleum, 1,709 square feet of slate siding, 25 windows, and caulk around the frames.

Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$17,075 for 907 1st Avenue.

File Attachments

[Contract - Asbestos Abatement - 907 1st Ave., Sterling, IL.pdf \(1,900 KB\)](#)

Consent

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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 :	G. Waive Bid Process and Approve Contract for Environmental Abatement at 501 Avenue B
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$1,495 for 501 Avenue B

Public Content

Sterling Environmental will subcontract the asbestos abatement at 501 Avenue B. Abatement will include the removal of 197 square feet of floor tile, 2 square feet of caulk, and 16 square feet of glue.

Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$1,495 for 501 Avenue B.

File Attachments

[Contract - Asbestos Abatement - 501 Ave. B, Sterling, IL.pdf \(1,879 KB\)](#)

Consent

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3. Consent Agenda

Subject :	H. Waive Bid Process and Approve Contract for Environmental Abatement at 503 Avenue B
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$10,695 for 503 Avenue B

Public Content

Sterling Environmental will subcontract the asbestos abatement at 503 Avenue B. Abatement will include the removal of approximately 386 Square feet of floor tile, 32 linear feet of pipe wrap and duct wrap, 30 windows, caulk removal from windows, and 174 square feet of slate siding

Staff recommends approval of a contract with Sterling Environmental for Building Abatement activities in the amount of \$10,695 for 503 Avenue B.

File Attachments

[Contract - Asbestos Abatement - 503 Ave. B Sterling.pdf \(140 KB\)](#)

Consent

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3. Consent Agenda

Subject :	I. Resolution No. R2024-10-18 to close streets for Sights and Sounds Christmas Walk on Friday, December 6, 2024
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Resolution No. R2024-10-18 to close streets for Sights and Sounds Christmas Walk on Friday, December 6, 2024

Public Content

Sterling Main Street and the Sauk Valley Area Chamber are preparing the Sights and Sounds Christmas Walk to be held on Friday, December 6, 2024. This Resolution outlines the time of closures for IDOT.

Consent

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3. Consent Agenda

Subject :	J. Petition from Explore Downtown Sterling to utilize the parking lots behind Grummerts Hardware and YWCA to host a Halloweentown event on 10/26/2024
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approve, if acceptable, the petition from Explore Downtown Sterling, to host a Halloweentown event on October 26, 2024

Public Content

Explore Downtown Sterling would like to utilize the parking lot behind Grummerts Hardware (the corner of 1st Avenue/5th Street) and the YWCA parking lot (412 1st Avenue) to host Halloweentown - an event filled with vendors, games and food trucks for the entire community, on October 26, 2024 from 2:00 pm to 8:00 pm.

The organizers have spoke to Grummert's and Meads to receive their support and approval.

File Attachments

[admin_20241018_130431.pdf \(916 KB\)](#)

Consent

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3. Consent Agenda

Subject :	K. Pay Request #2 to Otto Baum in the amount of \$90,225.60 for Tuck Pointing Farmers Market
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Pay Request #1 to Otto Baum in the amount of \$90,225.60 for Tuck Pointing Farmers Market

Public Content

On June 17 the Council awarded the bid for tuck pointing and masonry repairs for the Farmers Market Building to Otto Baum in the amount of \$127,040. This is pay request #2, Pay request #1 was submitted to the Council and approved on October 7, 2024.

File Attachments

[24-21-072-02.pdf \(171 KB\)](#)

8. Business Items

Subject :	A. Presentation of Annual Audited Financial Statements for FY 2023/2024
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	It is the recommendation of City staff to accept the audited financial statements and place them on file.

Public Content

Attached is a copy of the fiscal year 2023/2024 audited financial statements. The audit was performed by the independent auditing firm of Hopkins & Associates. The audit reflects the Citys financial position and demonstrates that the City is in conformity with generally accepted accounting principles.

Joel Hopkins from Hopkins & Associates is present to answer any questions that you may have regarding the audit.

File Attachments

[City of Sterling - 2024 Audit Presentation.pdf \(791 KB\)](#)
[City of Sterling - 2024 Audit Report.pdf \(6,364 KB\)](#)

8. Business Items

Subject :	B. Actuarial Report
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends accepting the April 30, 2024, actuarial reports and placing them on file.

Public Content

Lauterbach & Amen have completed the fire pension fund and police pension fund actuarial reports. The fire pension funding ratio increased 15.71 points to 83.91% and the police pension funding ratio increased 19.76 points to 94.09%.

The report recommends a minimum contribution to the fire pension fund of \$880,695, compared to \$1,239,817 for the prior year, a \$359,122 or 29.0% decrease. This amount represents 56.64% of payroll, down from 85.52% of payroll in the prior year.

The actuary recommends a minimum contribution to the police pension fund of \$580,095 this year versus \$1,093,200 for the prior year, a \$513,105 or 46.9% decrease. The new amount represents 29.48% of projected payroll, down from 54.25% last year.

These favorable results are due to pension bond proceeds contributions of over \$11 million during fiscal year 2024. Robert Rietz from Lauterbach & Amen will be at the meeting to present the actuarial reports and answer any questions.

File Attachments

[City of Sterling_4.30.2024_Combined Funds Actuarial Presentation.pdf \(831 KB\)](#)
[Sterling Police_Funding Actuarial Report_4-30-2024_Final.pdf \(968 KB\)](#)
[Sterling Fire_Funding Actuarial Report_4-30-2024_Final.pdf \(979 KB\)](#)

8. Business Items

Subject :	C. Ordinance No 2024-10-25 Amendment to the Comprehensive Plan
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Ordinance No 2024-10-25 Amendment to the

Public Content

The City of Sterling adopted the 2040 Comprehensive Plan in May 2021. This plan is a guidance document for planning the long-term growth and development of the city. It is prepared and adopted under the authority of Chapter 65, Article 11, Division 12 of the Illinois State Statutes. It presents both the city's current condition through extensive analysis and a vision for its future. Most importantly, the plan establishes objectives and strategies to achieve this vision.

The primary purpose of this plan is to guide development patterns, land-use policies, public infrastructure investment, and community economic development in Sterling. The topics evaluated and strategies presented in the plan impact activities across the city's many departments. As a result, the comprehensive plan serves as Sterling's primary planning tool and helps inform other studies, work plans, capital improvement planning, and projects both large and small.

Chapter 3 - Land Use Element outlines the city's goals, objectives, and strategies for solar utility and non-utility land development. Continued interest in solar farms in and around the city since the plan's adoption has necessitated further detail regarding the city's priorities, goals, objectives, and placement related to their development.

Chapter 5 - Specific Area Plans - East Lincoln Way Employment District (ELWED) outlines the recommended development pattern, land uses, architectural character, and placement of development along E Lincoln Way. Initially focused on infill development around retail and industrial land uses, recent interest from residential developers has necessitated revisiting the inclusion of residential development in areas designated as planned mixed-use.

To carry forward recommendations from Chapter 3-Housing and align the specific area with housing recommendations elsewhere in the plan, as well as incorporate findings from public involvement, changes are proposed to the text and future land use map. These changes focus on multi-family and missing middle housing concepts, often considered workforce housing products, and presenting architectural analogues representative of the City's expectations. These changes offer developers and the city the opportunity to provide a mix of residential housing types adjacent to employment centers on the east side.

File Attachments

[Chapter 3_Element 2_Land Use_Solar_CLEAN_2024 08 08.pdf \(1,894 KB\)](#)
[EBD_MF Res Concept_Missing Middle_2024 07 30.pdf \(2,172 KB\)](#)
[M-Sterling Comp Amendment_2024 08 08.pdf \(409 KB\)](#)
[Chapter 5_SAP_East Lincoln Way_revisions \(08 08 2024\)-compressed.pdf \(4,804 KB\)](#)
[EBD_MF Res Concept_Multi-Family_2024 07 30.pdf \(1,325 KB\)](#)
[Ordinance 2024-10-25 Adopting Amendments to the Comprehensive Plan 10.17.24 4881-0001-3553 v.1.pdf \(18 KB\)](#)

8. Business Items

Subject :	D. Ordinance No 2024-10-22 Regarding Municipal Utility Taxes, Providing Exemption for Sterling Steel Company LLC
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Ordinance No 2024-10-22 Regarding Municipal Utility Taxes, Providing Exemption for Sterling Steel Company LLC

Public Content

The City of Sterling implemented a municipal utility tax in 2015. Due to the unique nature of Sterling Steel LLC's business and the exceptionally high energy consumption used in the melting of steel, the City agreed to a 95% exemption for the company at the time of implementation. The exemption is allowable within enterprise zone areas. The 95% exemption was extended in 2018 to January 1, 2025 to reflect the end of the enterprise zone at that time. The enterprise zone was extended to 2032. The proposed ordinance extends the 95% exemption from January 1, 2025 to December 31, 2032, to coincide with the present expiration of the Whiteside County Enterprise Zone.

File Attachments

[Ord 2024-10-22 Utility Tax Exemption.pdf \(78 KB\)](#)

8. Business Items

Subject :	E. Ordinance No 2024-10-23 Approving Temporary Access Agreement Woodburn Avenue
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Ordinance No 2024-10-23 Approving Temporary Access Agreement Woodburn Avenue

Public Content

The City will be conducting slip-lining on Woodburn Avenue, during the project a portion of Woodburn Avenue will be closed to all traffic. The property owner of 1717 Woodburn Ave has agreed to allow the City to construct a temporary easement on his property to allow ingress and regress to affected neighbors. The agreement will expire on October 4, 2025.

File Attachments

[Ord 2024-10-23 Agreement Temp Easement.pdf \(18 KB\)](#)

8. Business Items

Subject :	F. Ordinance No 2024-10-24 Subdivide of lot 22 to create a new 1.3 acre lot for new commercial building
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Ordinance No 2024-10-24 Subdivide of lot 22 to create a new 1.3 acre lot for new commercial building

Public Content

On September 26th, 2024 the Plan Commission held a public hearing for a request to subdivide 1.4 acres from parent parcel PIN 11-16-102-002.

The Plan Commission is recommending that the City Council create a 1.4-acre property from parent parcel PIN 11-16-102-002 at 2520 Locust Street, with the following conditions:

- 1. Notation added to the Plat that enables cross-access,where feasible and within reason,for vehicles and pedestrians on all parking lots and paved surfaces.
- 2. The remaining western portion of lot 22 be added to lot 17.
- 3. The remaining northern portion of lot 22 be added to lot 23.

File Attachments

[M-Dollar General_Locust Street_Plat_2024 09 18.pdf \(817 KB\)](#)
[2024-06-03 DG Sterling Civil Plans.pdf \(3.939 KB\)](#)
[Sterling IL Site Plan.pdf \(570 KB\)](#)
[2024-10-15 240097-RE-SUB-RE-SUB.pdf \(616 KB\)](#)
[Ordinance 2024-10-24 DWF LLC and Dollar General.pdf \(13 KB\)](#)

8. Business Items

Subject :	G. Waive bid process and accept a quote from Rock River Service Company, in the amount of \$59,644.40 for a video /intercom system for public access to dispatch
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends Council waive the bid process and accept a quote from Rock River Service Company in the amount of \$59,644.40 for a intercom/video system with associated server, hardware and installation as quoted.

Public Content

The Whiteside County Sheriffs Department recently announced its intention to consolidate the Twincom Dispatch Center located in Sterling City Hall, to the Sheriffs Office in Morrison, IL. Once the consolidation occurs, there will no longer be a 24/7 presence in the City's dispatch office, This will necessitate the City install a communication link from the Coliseum to the Morrison dispatch center to service any after-hour walk-in traffic.

The City met with architects to evaluate options for after hour services. Due to accessibility and complications with meeting fire code for ingress/egress, the only workable place to install a video intercom system was the atrium area. Because the police lobby area will no longer be monitored, the doors to the police department at the bottom of the stairs will also need to be adapted for locks as no such provision currently exists.

Sterling Police representatives met with Rock River Service Company to discuss options. They were sourced as they recently assisted with our radio conversion and could provide a means to connect radios to the intercom system if needed.

Rock River Service Company proposed the installation of a new Avigilon server, Avigilon cameras with intercom and video access and Dynalock 1300 Mortise electric locks. The quote provided includes all hardware, piping and prevailing wage labor necessary for compete installation.

Due to the time constraint and the interoperability possibilities with the police radios, staff recommends Council waive the bid process and accept a quote from Rock River Service Company in the amount of \$59,644.40.

File Attachments

[sterling police video and access.pdf \(206 KB\)](#)

[sterling police video server.pdf \(209 KB\)](#)

8. Business Items

Subject :	H. Waive the Bid Process and Accept a Quote from Vortex for Splashpad Equipment in the amount of \$201,967.98
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Budget Source :	Capital Fund
Recommended Action :	Staff recommends Council waive the Bid Process and Accept a Quote from Vortex for Splashpad Equipment in the amount of \$201,967.98

Public Content

The City of Sterling and the Riverfront Commission have been working on the Riverfront Redevelopment for several years. One of the key components to the park area from early on was the inclusion of a splashpad. The Commission has worked with the City's consultant, Parkitecture, to design a splashpad that would meet the needs of the City, fit the site and blend with the theme of the area. It includes 25 pieces of water spraying equipment.

Vortex is a leading supplier of splashpad equipment and a preferred vendor of Parkitecture due to their high volume of successful projects. Vortex was also the supplier for the smaller splashpad at Central Park, so staff has familiarity with parts of the Vortex operating systems. Prices are being held by an intent to purchase letter, pending the approval of this quote. Without approval today, 2025 pricing goes into effect.

File Attachments

[QT_42054_Sterling Riverfront Splashpad_VD.pdf \(684 KB\)](#)

[Splashpad Rendering.png \(4.337 KB\)](#)

8. Business Items

Subject :	I. Request for Qualifications for a Lobbying Firm for Rivers Edge Redevelopment Zone Designation
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Discussion

Public Content

Representatives of the City met with Gorman and Company and Landmarks Illinois to discuss how best to achieve the Rivers Edge Redevelopment Zone designation from the State of Illinois. The designation would give the City's riverfront area access to the River Edge Historic Tax Credit Program, which provides state income-tax credit equal to 25% of a projects qualified expenditures to owners of certified historic structures located within River Edge Redevelopment Zones. The program was designed to incent substantial rehabilitation investments that will create jobs in Illinois, stimulate the economies of River Edge communities, and revitalize historic structures and neighborhoods. Cities such as Rockford, Aurora and Peoria have used

this program with notable successes. Sterling's riverfront facilities are prime for similar reinvestment and the tax credit would be a significant boost to the likelihood of project success.

The Regional Advocacy Manager for Landmarks Illinois encouraged the City to consider a lobbyist to assist in getting Sterling included in the Rivers Edge designation, noting other successes, the importance of the designation for Sterling and potential legislative challenges ahead in the next legislative session. The importance of the designation has long been discussed by our developer, Gorman and by Studio GWA, the architects that first conceptualized the adaptive reuse of the Lawrence Brothers and National Manufacturing sites.

Attached is a draft RFQ identify a firm or candidate to lobby on behalf of the City of Sterling for area eligibility in an Illinois Tax Credit program, ideally, the Rivers Edge Redevelopment Zone designation. At 25% return on qualified expenditures, the return to the community could dwarf the outlay for the cost of hiring a lobbyist. However, the service has not been budgeted nor has it been discussed in detail previously.

File Attachments

[RFP Draft Lobbyist.pdf \(122 KB\)](#)

11. Study Session

Subject :	A. Rental Inspection Program - Discussion Only
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Discussion

File Attachments

[DRAFT Ordinance Amending The Municipal Code Residential Rental 2024.doc.pdf \(257 KB\)](#)

12. Executive Session

Subject :	A. Pursuant to 5ILCS 120/2(c)(2) to discuss collective negotiating matters between the public body and its employees or their representatives and salary schedules for one or more classes of employees
Meeting :	Oct 21, 2024 - City Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Moved to closed session to discuss collective negotiating matters pursuant to 5ILCS 120/2(c)(2)

Public Content

There will be no business after the closed session.