

Monday, May 6, 2024
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 6, 2024 - Council Meeting at 6:30 pm
Type : Procedural

1. Meeting Opening

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

1. Meeting Opening

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

2. Communication from Visitors

Subject : A. Public Comment
Meeting : May 6, 2024 - Council Meeting at 6:30 pm
Type : Information

File Attachments

[Public Comment.pdf \(75 KB\)](#)

3. Consent Agenda

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

File Attachments

[cc04152024.pdf \(161 KB\)](#)

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 6, 2024 - 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 05_02_2024 9_39_53 AM_Mary McCormick_3D40ARKC.pdf \(432 KB\)](#)
[admin_20240502_103554.pdf \(594 KB\)](#)

Consent

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3. Consent Agenda

Subject :	C. Proclamation declaring May 15th as Police Memorial Day and May 12 - 28, 2024 as Police Officers Week
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action (Consent)

Public Content

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, asNational Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

File Attachments

[Police Officers Memorial Day 2024 PDF.pdf \(183 KB\)](#)

Consent

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3. Consent Agenda

Subject :	D. Letter Carriers Food Drive Proclamation
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of the Letter Carriers Food Drive Proclamation

Public Content

The Letter Carriers of Sterling and Rock Falls Post Office will be collecting food on Saturday May 11, 2024. The need continues and contributions have decreased. Please remember to place food by your mailbox on Saturday, May 11.

File Attachments

[Letter Carrier Food Drive Proclamation 2024 PDF.pdf \(65 KB\)](#)

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 :	E. Proclamation Recognizing May 19 - 24, 2024 as National Public Works Week
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Proclamation Recognizing May 19 - 24, 2024 as National Public Works Week

Public Content

Sterling's Public Works Department works to maintain our roads, pathways, traffic control, sewer systems, drainage systems, parks, open spaces, and facilities among numerous other tasks. The department is a true catch-all and do-anything group full of terrific employees.

File Attachments

[PW Proclamation 2024 PDF.pdf \(96 KB\)](#)

3. Consent Agenda

Subject :	F. Resolution R2024-05-07 To Close Streets for Fiesta Parade on Saturday, September 14, 2024
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action (Consent)
Recommended Action :	Approval of Resolution R2024-05-07 To Close Streets for Fiesta Parade on Saturday, September 14, 2024

Public Content

The annual Fiesta Parade will be held on Saturday, September 14, 2024. The parade will begin in Rock Falls at 1:00 pm and end at the Grandon Civic Center.

File Attachments

[Res R2024-05-07 Fiesta Parade road closure.pdf \(111 KB\)](#)

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.

5. Recommended Personnel Action

Subject :	A. Appointments and Re-appointments to Boards and Commissions
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends approval of the Mayors Appointments and Re-appointments to the Attached Boards and Commissions

File Attachments

[Board & Commissions Council Appointment Recommendation May 2024 PDF Rev.pdf \(73 KB\)](#)

8. Business Items

Subject :	A. Resolution No. 2024-05-08 Designating Brinkley as Honorary Mayor of the Day on June 3, 2024
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Resolution No. 2024-05-08 Designating

Public Content

Brinkley became a member of the City of Sterling Family on February 27, 2017. Brinkley has devoted her life to serving the members of our community. Brinkley will retire on June 12, 2024, with 7 years (49 dog years) of service. This resolution will honor her by making her Mayor for the Day on June 3, 2024. The City of Sterling wishes to thank Brinkley for her service.

File Attachments

[Res 2024-05-08 Authorizing Brinkley as Honorary Mayor for a Day.pdf \(74 KB\)](#)

8. Business Items

Subject :	B. Agreement for Reimbursement with Sterling Investments, LLC for the cost of a TIF Eligibility Study
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends authorizing the City Manager to enter into Agreement for Reimbursement with Sterling Investments, LLC for the cost of a TIF Eligibility Study

Public Content

Sterling Investments, LLC owns the Northland Mall property. The ownership would like to investigate the possibility of implementing a TIF District for the Northland Mall area. They have agreed to reimburse the City for the cost of the required TIF eligibility study under the terms in the attached agreement. The City has used similar agreements with developers are other TIF eligibility studies.

File Attachments

[Agreement for Reimbursement \(TIF Costs\) \(003\).pdf \(110 KB\)](#)

8. Business Items

Subject :	C. Proposal for TIF Consulting Services with SB Friedman for the Northland Mall area
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Council Accept the Proposal for TIF Consulting Services with SB Friedman for the Northland Mall area and authorize the City Manager to execute.

Public Content

SB Friedman has provided a proposal to the City of Sterling to provide tax increment financing (TIF) consulting services for a potential TIF district to support the redevelopment of the Northland Mall. This is a required step

toward the creation of a TIF district. Under this Agreement, SB Friedman will conduct an eligibility study, including conducting a TIF Eligibility Reconnaissance Study, preparation of Redevelopment Plan and Project Document, assistance in creating required Support Notices and conducting the required Public Review meetings. The cost of this study, estimated to be \$34,765, is to be reimbursed to the City by the owner of the Northland Mall, as provided for in the Agreement for Reimbursement with Sterling Investments, LLC.

File Attachments

[SBF Sterling - TIF Proposal 04-16-2024.pdf \(355 KB\)](#)

8. Business Items

Subject :	D. Amend Budget for Master Plan under the Master Developer Agreement
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	The Riverfront Commission has approved an Amended Master Developer Budget, found it to be necessary, and recommends Council approve the Amended Master Developer Budget.

Public Content

The Master Developer Agreement with Gorman & Company originally required a proposed budget for all costs and expenses to be incurred by Gorman & Company in connection with the preparation of the Master Plan. The original budget was approved July 5th, 2022. The Riverfront Commission met April 18, 2024 and received updates from Gorman on updated priorities. The roof on the western portion of National has been severely compromised and is jeopardizing the structure and potential redevelopment of the facility. The updated budget allocates funds to repair the roof. In anticipation of this, the City's Capital Fund budget reflects this expense.

File Attachments

[Council Budget Memo 5.06.2024.pdf \(230 KB\)](#)

8. Business Items

Subject :	E. Award Bid for Sanitary Sewer System Rehabilitation to Hoerr of Goodfield, IL in the amount of \$7,649,268.80
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Awarding the Bid for Sanitary Sewer System Rehabilitation to Hoerr of Goodfield, IL in the amount of \$7,649,268.80

Public Content

On April 25th, the City opened bids for the first phase of the sanitary sewer rehabilitation project, funded through the IEPA Wastewater and Drinking Water Revolving Loan Fund. Phase 1 primarily consists of slip lining existing sanitary sewer lines. This process of slip lining minimizes disturbance to the public as the contractor only needs to set up at two manholes to repair sewer lines rather than performing any excavation work. The City received 3 bids ranging from \$7.65m to \$9.79m. Work will begin this summer pending award of

the bid.Hoerr (HARE) Construction of Goodfield, IL submitted the low bid of\$7,649,268.80. Our consulting engineers from Willett Hofmann have reviewed the bid and recommended the award to Hoerr Construction.

File Attachments

[1827D23_SL_Bid Summary and Award Letter_4.25.24.pdf \(584 KB\)](#)

8. Business Items

Subject :	F. Ordinance No 2024-05-14 Amending the Whiteside Carroll Enterprise Zone
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approval of Ordinance No 2024-05-14 Amending the Whiteside Carroll Enterprise Zone

Public Content

In September of 2016, the Sterling City Council approved ordinance 2016-09-19 establishing an enterprise zone within the Counties of Whiteside and Carroll Counties. This amendment allows for territory located at 2801 Hoover Road Rock Falls to be added to the Enterprise Zone. This amendment will allow for the construction of a Travel Center. The project will not proceed without Enterprise Zone incentives.

File Attachments

[Short Plan RF.pdf \(421 KB\)](#)
[Amended IGA with Addition.pdf \(854 KB\)](#)
[Ordinance Sterling.pdf \(8 KB\)](#)
[Exhibit A RF 30 acre Travel Center.pdf \(223 KB\)](#)

8. Business Items

Subject :	G. Ordinance No 2024-05-15 Approving Real Estate Contract and Authorizing the Purchase of Real Estate from Jestun Gatz PIN 11-21-480-006
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff Recommends Approval of Ordinance No 2024-05-15 Approving Real Estate Contract and Authorizing the Purchase of Real Estate from Jestun Gatz PIN 11-21-480-006 in the amount of \$14,000

Public Content

The City is working to acquire the half block NE of 3rd Street and 4th Avenue for the purposes of redevelopment following a fire that compromised several buildings within the half block.PIN 11-21-480-006 is known as 304 4th Avenue. The building that was there received significant damage and was subsequently demolished. The owner has agreed to sell the property to the City at the appraised value of \$14,000. Staff continues to work with surrounding property owners to finalize acquisitions.

File Attachments

8. Business Items

Subject :	H. Waive the Bid Process and Accept a Quote from OSCO Tank and Truck Sales, Orion Illinois in the amount of \$278,600 for a 2025 Peterbilt Tender Fire Truck
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Approve Waiving the Bid Process and Accept a Quote from OSCO Tank and Truck Sales, Orion Illinois in the amount of \$278,600 for a 2025 Peterbilt 3,000 Gallon Tender Fire Truck

Public Content

The City budgeted for a new Tanker/Tender truck for the fire department in the 2024-2025 Capital Budget to replace the Department's existing Tender, which is a model year 2000. The existing Tender will be put into reserve upon delivery.

The Fire Department assembled specifications for the new Tender and sought purchasing options. Fire apparatus order to delivery times have only continued to grow in the last few years with some wait times exceeding 30 months on aerial trucks. The Department was able to locate a vendor that could make delivery in May of 2025 if ordered now. OSCO Tank and Truck Sales of Orion, Illinois provided a quote for \$278,600, with a 20% down payment and balance due upon completion. The City budgeted \$272,000 under the original quote, but manufacturer costs have risen in that short time. The 80% balance of the purchase will likely occur in the FY 2025-26 fiscal year.

File Attachments

[U64871E1X119203_05032024_180632_012906.pdf \(27.615 KB\)](#)

8. Business Items

Subject :	I. Employee Leasing Agreement with GovTemps for the Position of Interim Fire Chief
Meeting :	May 6, 2024 - Council Meeting at 6:30 pm
Type :	Action
Recommended Action :	Staff recommends Council Authorize the City Manager to Enter into an Employee Leasing Agreement with GovTemps for the Position of Interim Fire Chief

Public Content

The retirement of Fire Chief Dettman created an additional vacancy within the Sterling Fire Department. The Department recently received another retirement notice, has another employee who is still in the training phase and another is out indefinitely. The process for hiring a permanent chief can take months to complete. A newly hired firefighter takes months to hire, complete the academy and receive on the job training before being fully released to duty.

Staff sought out an option to hire an interim fire chief to fill the void. After reaching out to firms that specialize in this field, 2 candidates were brought in to interview for the interim position. City staff was aided by a Deputy Director of the Illinois Fire Service Institute in finding candidates and interviewing.

An interim Chief not only allows for a position to be filled until a permanent chief is named, but it also allows for new ideas to be introduced into the department and an outside evaluation of the organization.

GovTemps will be the employer of record so that insurance and other costs are covered. The anticipated term is 3-4 months with a start date of May 20th.

The selected interim candidate is JP Schilling. Mr. Schilling has served as a chief for 14 years in 2 departments and came highly recommended by one of our advisors.

File Attachments

[John Paul Schilling - West Dundee \(3-2024\).pdf \(185 KB\)](#)

[GovTemps-Sterling-InterimFC\(5-2024\) \(003\).pdf \(243 KB\)](#)