



CITY OF CRYSTAL LAKE

AGENDA

CITY COUNCIL

REGULAR MEETING

City of Crystal Lake

100 West Woodstock Street, Crystal Lake, IL

City Council Chambers

March 6, 2018

7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – February 20, 2018 Regular City Council Meeting**
5. **Accounts Payable**
6. **Public Presentation**
The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the City staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against City staff or elected officials are not permitted.
7. **Mayor's Report**
8. **City Council Reports**
9. **Consent Agenda**
10. **Prairie Ridge High School Fishing Tournament at Three Oaks Recreation Area for Saturday, May 5, 2018 from 7:00 a.m.-11:00 a.m. and waiver of fees.**
11. **Quarry Cable Park – Authorizing the approval of the Quarry Cable Park Wakeboarding Event for Thursday August 2, 2018 through Sunday, August 5, 2018 at Three Oaks Recreation Area.**
12. **Bartley Square, corner of Huntley Road and Bard Road – One-year extension to the Final PUD and Final Plat of Subdivision.**
13. **7-11 Gas Station, 11 Northwest Highway – Special Use Permit for a Gasoline Service Station and Convenience Store with a Gasoline Electronic Pricing signs, and Variations.**
14. **105 Minnie Street – Preliminary and Final Planned Unit Development to allow a completely residential project within the B-4 Mixed-Use Business zoning district.**
15. **Woodlore Estates (formerly Preston Pines), River Birch Boulevard/Route 31 & Brighton Lane/Route 31 - Final Planned Unit Development Amendment to allow changes to the master plan and Preliminary Plat of Subdivision.**
16. **Discussion Only – Neon /LED Lighting & EMC Signs.**

17. **Resolution authorizing the execution of a contract with J.A. Johnson Paving for the 2018 Patching Program.**
18. **Bid award and resolution authorizing the execution of a contract with Ryco Landscaping for the Landscape, Mowing, and Maintenance Program.**
19. **Bid award and resolution authorizing the execution of a contract with Ron Jones Electric for the Lift Stations #8, #13, #17, & #28 Generator Improvements.**
20. **Bid award and resolution authorizing the execution of a contract with Ron Jones Electric for the Municipal Complex Grounding and Bonding Project.**
21. **Resolution authorizing the execution of an agreement with Baxter & Woodman, Inc. for the design and construction engineering services for the rehabilitation of Water Treatment Plant #2.**
22. **Council Inquiries and Requests.**
23. **Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining, and personnel.**
24. **Reconvene to Regular Session.**
25. **Adjourn.**

If special assistance is needed in order to participate in a City of Crystal Lake public meeting, please contact Jillian Austin, Executive Assistant, at 815-459-2020, at least 24 hours prior to the meeting, if possible, to make arrangements.



Agenda Item No: 10

**City Council
Agenda Supplement**

Meeting Date: March 6, 2018

Item: Prairie Ridge High School Fishing Tournaments at Three Oaks Recreation Area

Council Discretion: Motion to approve a waiver of fees for District 155 students associated with the Prairie Ridge High School Fishing Tournament, to be held on Saturday, May 5, 2018, from 7:00 a.m. to 10:00 a.m., and a waiver of fees for an additional weekday fishing tournament for District 155 students at Three Oaks Recreation Area, subject to the recommended conditions.

Staff Contact: Melanie Nebel, Assistant to the City Manager
Nick Hammonds, Management Assistant

Background:
The Prairie Ridge High School bass fishing team is requesting approval for a fishing tournament to be held at Three Oaks Recreation Area on Saturday, May 5, 2018, from 7:00 a.m. to 10:00 a.m. The tournament will be hosted by Prairie Ridge High School, but surrounding area high schools will also participate. The Petitioner requests the exclusive reserved use of 18 of the City's 28 row boats and a waiver of fees.

Prairie Ridge High School is additionally requesting a weekday in May to hold a fishing tournament for Prairie Ridge High School students only, with a waiver of fees. The weekday event would be from 3:45 p.m. to 5:45 p.m. on a mutually agreed upon date between the City and the School. The Petitioner requests 12 boats to be reserved for this event, with a waiver of fees.

The organizers have also agreed to perform voluntary service hours at the park.

City Staff Review

City Staff has reviewed the event and identified financial and park user impacts.

Financial Impact

The following table provides a breakdown of the costs for the fishing tournaments. It is proposed that the 12 boats used by District 155 students be used for no fee, and the remaining six boats used

by other schools to be paid at full price, with the application of a resident discount. The table below shows the full amount and the waiver request.

<i>Event</i>	<i>Amount</i>
May 5, 2018 (18 boats requested)	
Fee for 12 boats for District 155 Schools	\$408
Fee for 6 boats for non-Crystal Lake Schools	\$204
Total Fees:	\$612
<i>Total Requested Fees to be Waived:</i>	<i>\$408</i>
Weekday 2018 Event – District 155 Schools Only	
Fee for 12 boats for District 155 Schools	\$288
<i>Total Requested Fees to be Waived:</i>	<i>\$288</i>
Total Fees Waived for Both Events:	\$696

Park User Impact

The operations at the park will be open as normal throughout the day and the beach will not be open at this time in the season. There are no other events or pavilion rentals scheduled for May 5, 2018 at the Three Oaks Recreation Area. The petitioner is requesting exclusive use of 18 boats from 7:00 a.m. to 10:00 a.m. the day of the event. This leaves 10 available boats for guests to rent at the Marina. Since there is typically high demand for fishing boats on a Saturday morning early in the season, the availability of boats for the general public will be limited.

Recommended Conditions:

City staff has reviewed the petitioner’s request and offers the following conditions:

1. Three Oaks Recreation Area Conditions:
 - a. Comply with all City Code regulations and Special Event requirements, including all insurance requirements.
 - b. Comply with all fishing and safety guidelines.
 - c. Maintain access to all fire lanes and the south lake marina boat ramp. Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.
2. The majority of participating students will be under 18 years of age. Participants aged 14 to 15 must have an accompanying adult on the boat, and students aged 16 and 17

must have prior guardian consent to fish without an adult on board. Participants shall follow all fishing and safety requirements during the tournament.

3. All debris created by the event shall be cleaned up during and after the event.
4. Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.
5. In the case of inclement weather, an alternate date can be approved by the City Manager.
6. Prairie Ridge High School must provide insurance, severe weather and evacuation plan, hold harmless and liability waivers by April 15, 2018 or the event may be cancelled.

The petitioner is aware of the recommended conditions and will be present at the meeting.

Votes Required to Pass:

Simple majority vote of the City Council



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date:

March 6, 2018

Item:

Quarry Cable Park National Wakeboarding Event at Three Oaks Recreation Area

Council Discretion:

Motion authorizing approval of the Quarry Cable Park Wakeboarding Event, including an optional modification to parking revenue collection, to be held on Thursday, August 2, 2018, through Sunday, August 5, 2018 at Three Oaks Recreation Area, subject to the recommended conditions.

Staff Contact:

Melanie Nebel, Assistant to the City Manager
Eric T. Helm, Deputy City Manager

Background:

The Quarry Cable Park is requesting approval of an event and potential parking revenue collection modifications at Three Oaks Recreation Area from Thursday, August 2, 2018 through Sunday, August 5, 2018, from 8:00 a.m. to 8:00 p.m. for a National Wakeboarding Event.

The Quarry Cable Park has been given the opportunity to host the World Wakeboard Association's National Wakeboarding Tournament for 2018. The event takes place over the course of four days, with the championship occurring on the final day, Sunday, August 5, 2018. The event draws participants from around the world. The Quarry Cable Park is in a unique position as there is no other similar amenity in the Midwest, and the Quarry Cable Park has the longest continuous wakeboarding cable run in the United States.

The international draw of this event will be beneficial to Crystal Lake hotels and businesses. The National Wakeboarding Tournament was previously hosted by the City of Waco, Texas. Attached is additional information regarding the Waco event. City staff reached out to both the McLenna County Sheriff's Department and the BSR Cable Park (where the event was held last year) and were told the wakeboard competitions held there do not cause any problems that they are aware of.

It should be noted that the City Council previously approved the Aquathon to be held at Three Oaks Recreation Area on Sunday, August 5, 2018. However, both Denise Smith, the Aquathon organizer and the Quarry Cable Park have agreed to reschedule the Aquathon event to the following Sunday, August 12, 2018.

Parking Options

The petitioner is evaluating different parking options to accommodate the event. Based on future discussions with sponsors, the petitioner would like the flexibility to choose one of the below two options.

Option 1 – Pre-paid Parking

It may be advantageous to the petitioner and the event organizers to pay for all parking fees for the event for all participants and park attendees. Under this option, the petitioner proposes to reimburse the City for all parking fees from Thursday, August 2nd through Sunday, August 5th. Riders and guests viewing the event will be entering and exiting the park throughout the day, depending on the time of their scheduled run. The Petitioner proposes to reimburse the City for all parking revenue during each day of the event to reduce traffic congestion at the parking gate. With this option, since the City will be receiving parking fees in advance, the City will not be collecting parking fees at the parking gate. The following formula has been proposed to compensate the City for non-resident parking fees under this option:

$$478 \text{ total Three Oaks parking spaces} \times \$5 \text{ (per vehicle)} = \$2,390 \times 4 \text{ days} = \$9,560$$

This should improve traffic flow through the parking gate.

Option 2 – Parking Paid at Gate

If the park organizers do not choose to pursue Option 1, the staff at Three Oaks would collect parking fees at the gate, similar to any other day. Additional staff members are proposed for this option at the parking gate to ensure that traffic flows freely through the parking gate.

City staff has reviewed both options and finds either one satisfactory. City staff has also considered opening the Pingree Road Entrance to the park for the event as well, with a police officer directing traffic at that location and park staff processing payments to help traffic flow. This may or not be necessary, depending on event turnout. Opening the Pingree Road Entrance can be incorporated into both options.

City Staff Review:

City Staff has reviewed the event and recommended several conditions in order to minimize the inconvenience to the public. The operations at the park will be open as normal throughout the day. Staff suggests signage be utilized to notify guests of Three Oaks that the wakeboarding event may interfere with parking availability. The petitioner will also operate a shuttle service from a remote parking location to reduce parking congestion.

During this event, the public will be inconvenienced in the following ways:

- The petitioner expects up to 700 guests per day. Vehicles will be entering and exiting the park for the tournament as riders will arrive for the run and leave afterward.
- The City expects that the park's amenities will be busier than usual, which could create longer lines and wait times for entry to the parking lot, beach, marina and other park amenities.

The City of Crystal Lake, along with the Crystal Lake Police and Fire Rescue Departments, have provided support and feedback. The Police Department advised that additional staff at the park for the event may be necessary. The Police Department may post an officer at the entrance gate to ensure that guests follow parking regulations. The pricing for a Police Officer to be posted at the park is listed in the Required Petitioner Fees.

The Fire Rescue and Police Departments have advised that the main concern is for people on land, rather than on the water. The Quarry Cable Park will not require additional Fire Rescue Department staff throughout the tournament. The Cable Park will be monitoring wakeboard participants' safety the same as a normal operating day. The Cable Park will have their own security personnel for the event, and have requested one Police Officer to assist with parking monitoring. Police Department staff will provide temporary speed bumps at the parking gate to slow driving speeds into the park. In addition to parking signage, additional Three Oaks staff members will direct traffic at the parking gate to allow pedestrians to safely enter the park.

The marina and beach will be open during the event, and the event may draw participants to utilize the beach after the completion of their wakeboarding run. The main concern for this event will be parking accessibility. Staff has been in contact with the Cable Park to coordinate a shuttle service for the event's participants to park in an off-site location. This would greatly reduce the amount of parking spaces used for the event and allow non-event patrons access to the park.

Required Petitioner Fees

***Option 1 – Pre-Paid Parking by Petitioner/Event Organizers:**

<i>Fee Type</i>	<i>Amount</i>
Main Parking Gate Only: Police Officer Cost (1 officer/\$68.32 per hour /8 hours (noon-8 pm)/2 days (Saturday and Sunday)	\$1,093.12
Pingree Road Gate: Police Officer Cost (2 officers/\$68.32 per hour/8 hours (noon-8 pm)/4 days (Thursday-Sunday)	\$2,186.24**
Parking Fee: (478 spaces/\$5 each/4 days (Thursday – Sunday)	\$9,560.00
Three Oaks Staffing Fee with Pingree Road Gate: (4 additional employees/\$15 per hour/5 hours/4 days) with Pingree Road Gate	\$1,200.00**
Three Oaks Staffing Fee Main Gate Only: (2 additional employees/\$15 per hour/5 hours/4 days) with Pingree Road Gate	\$600.00
Total Fees (including Pingree Road Gate)	\$13,546.24**
Total Fees (not including Pingree Road Gate)	\$11,253.12

*City reserves the right to add additional officers and Three Oaks Recreation Area staff at the petitioner's cost.

** Pingree Road Gate may or may not be needed for the event.

***Option 2 – Parking Fee Paid at Parking Gate:**

<i>Fee Type</i>	<i>Amount</i>
Main Parking Gate Only: Police Officer Cost (1 officer/\$68.32 per hour/8 hours (noon-8 pm)/2 days (Saturday and Sunday)	\$1,093.12
Pingree Road Gate: Police Officer Cost (2 officers/\$68.32 per hour/8 hours (noon-8 pm)/4 days (Thursday-Sunday)**	\$2,186.24**
Three Oaks Staffing Fee with Pingree Road Gate: (5 additional employees/\$15 per hour/ 5 hours/4 days)	\$1,500.00**
Three Oaks Staffing Fee Main Gate Only: (3 additional employees/\$15 per hour/ 5 hours/4 days)	\$900.00
Total Fees (including Pingree Road Gate)	\$3,686.24**
Total Fees (not including Pingree Road Gate)	\$1,993.12

*City reserves the right to add additional officers and Three Oaks Recreation Area staff at the petitioner's cost.

** Pingree Road Gate may or may not be needed for the event.

Recommended Conditions:

City staff has reviewed the petitioner's request and offers the following conditions:

1. Three Oaks Recreation Area Conditions:
 - a. Comply with all City Code regulations, Special Event requirements, including all insurance requirements.
 - b. The use of tents or canopies is subject to review by the Fire Prevention Bureau. The petitioner shall provide a detailed site plan for tents or canopies prior to the event.
 - c. Maintain access to all fire lanes and the south lake marina boat ramp. Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.
 - d. Submit for City approval, severe weather plans and an evacuation plan.
 - e. Sound system shall not disturb other users of the park.
 - f. All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection.

2. The Quarry Cable Park must provide the City with a site plan for set-up at the Three Oaks Recreation Area and parking plan for volunteers and event workers for review by City Departments.
3. All debris created by the event shall be cleaned up during and after the event.
4. Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.
5. The petitioner shall contact the Fire Rescue Department for further review of tent/canopy locations. Locations must be approved by the Fire Rescue Department. Tents/canopies must be installed and removed day of the event. Should safety concerns arise, Three Oaks Staff reserves the right to request the removal of tents/canopies.
6. In the case of inclement weather, an alternate date can be approved by the City Manager.
7. The petitioner is responsible for the required costs, which are for use of Three Oaks Recreation Area, as stated on pages 3 and 4 of the Agenda Supplement. City reserves the right to add additional officers and Three Oaks Recreation Area staff at the petitioner's cost.
8. The Quarry Cable Park must provide shuttle buses for attendees utilizing off-site parking. Petitioner shall provide an adequate evacuation plan for attendees utilizing shuttle buses.
9. The Quarry Cable Park must receive approval from third party property owners for off-site parking. Remote parking locations and signage plans will need to be submitted. A sign plan for the remote parking locations will be submitted to the City's Building Division for approval. The City must receive the written authorization by the third party property owner for parking by June 1, 2018.
10. The Quarry Cable Park must provide payment, completed special event application, proof of volunteers, insurance, severe weather and evacuation plan, hold harmless and liability waivers by June 1, 2018 or the event may be cancelled.
11. Additional meetings with Quarry Cable Park Staff will be held prior to the event date.

The petitioner is aware of the recommended conditions and will be present at the meeting.

Votes Required to Pass:

Simple majority vote of the City Council



Agenda Item No: 12

**City Council
Agenda Supplement**

Meeting Date: March 6, 2018

Item: Bartley Square Final PUD & Final Plat of Subdivision Extension

Recommendation: Motion to grant a one-year extension to the Final PUD and Final Plat of Subdivision approval for Bartley Square at the corner of Huntley Road and Bard Road.

Contact: Michelle Rentzsch, Community Development Director

Background:

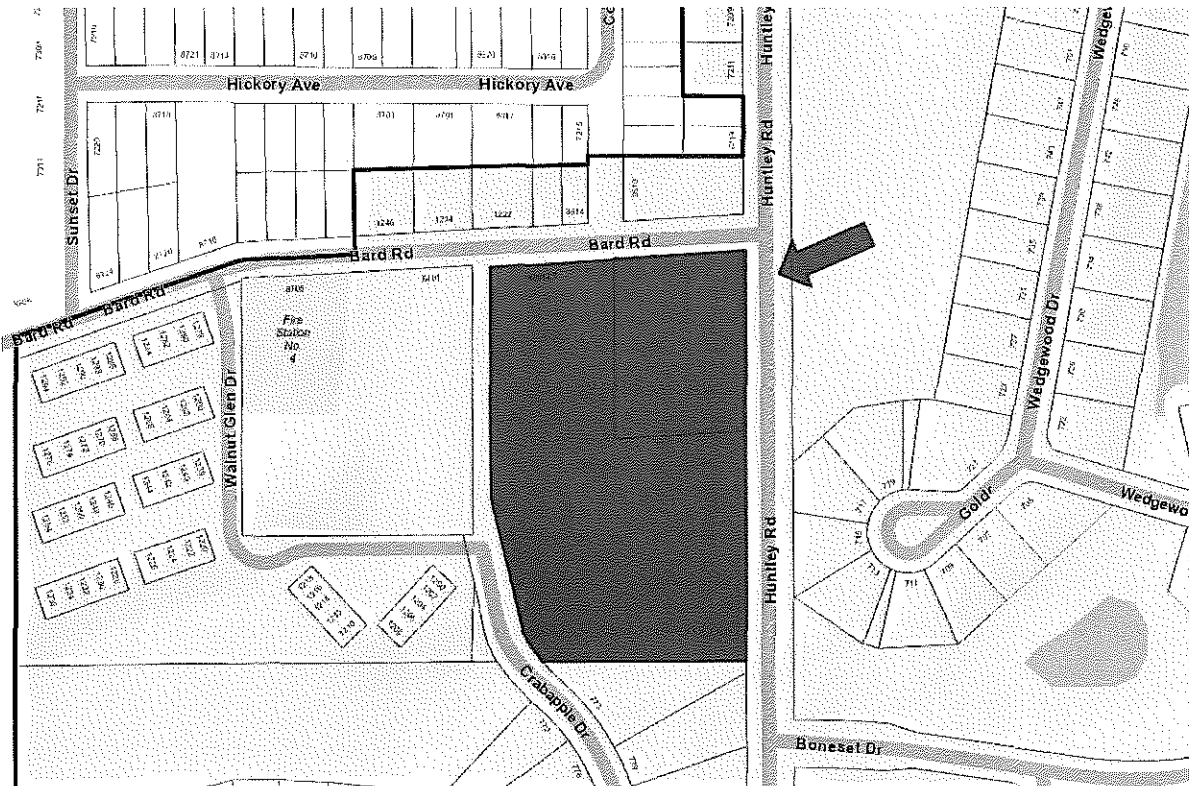
- History: The City's Unified Development Ordinance sets expiration time periods for certain approvals. A preliminary or final planned unit development approval is valid for two years, unless extended by the City Council.
- History: Bartley Square was approved in March 2008 for 38 townhome units within 6 buildings and a 12,000 square-foot retail building.
- Previous Approvals:
 - The petitioner was granted their first one-year extension to March 2011.
 - The City had approved a Comprehensive Extension for all PUD, SUP and Plat applications that extended this approval to May 2014.
 - The petitioner has been granted a one-year extension each year since 2014.

Key Factors:

- Request: A one-year extension of the Bartley Square Final PUD and Final Plat of Subdivision approval to March 4, 2019.
- UDO Standard: The City Council has the authority to grant extensions.

Votes Required to Pass: A simple majority vote.

2007-116 Bartley Square – SWC Bard and Huntley Roads





Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date:

March 6, 2018

Item:

REPORT OF THE PLANNING & ZONING COMMISSION

Seven Eleven Gas Station – 11 Northwest Hwy

Request:

1. Special Use Permit to allow a Gasoline Service Station and Convenience Store with a Gasoline Electronic Pricing signs.
2. Variations from:
 - a) Article 2-400(C)(13) to allow a gas station canopy without a pitch,
 - b) Article 3-200 to allow a 10-foot rear yard setback, a variation of 10 feet,
 - c) Article 3-200 to allow 83.59% impervious surface coverage, a variation of 18.59%, and
 - d) Article 4-1000 to allow 410 square feet of wall signage.

Petitioner:

Joe Gottemoller, Attorney representing the petitioner

PZC Recommendation:

To approve the PZC recommendation and adopt an ordinance granting the Special Use Permit to allow a Gasoline Service Station and Convenience Store with a Gasoline Electronic Pricing sign and variations at 11 Northwest Highway.

Staff Contact:

Michelle Rentzsch, Community Development Director

Background:

- Existing Use: The property is the former Teddy's Liquor.
- The proposed development includes removing the existing building and constructing a new convenience store with 12 gasoline pumps.
- The petitioner is proposing to eliminate the access point that is too close to the Route 14 and Teckler Boulevard intersection.

Signage:

- Gas station canopy signs and advertisements on the gas pumps are counted towards the total allowable wall sign square footage.
- The petitioner is requesting to allow the Synergy signage with poster sleeves. The total square footage including the poster sleeves is 410 square feet.
- The recommended conditions include reducing the total square footage of wall signage to 200.78 square feet. This would include the Synergy valances, but the poster sleeves and the proposed instructional panels on the gas canopy columns would be removed.

PZC Highlights:

- The PZC felt the petitioner's request for 410 square feet of wall signage was too large. The PZC felt the staff recommendation to reduce the square footage to 200.78 square feet was fair and consistent with previous sign variations for gasoline service stations.
- The neighboring property owner expressed concerns with having a 24-hour store next to their property, cleanliness and alcohol sales. The petitioner stated they would have an employee there at all times and the main purpose is convenience items, not alcohol sales.
- The PZC felt that the Findings of Fact had been met.

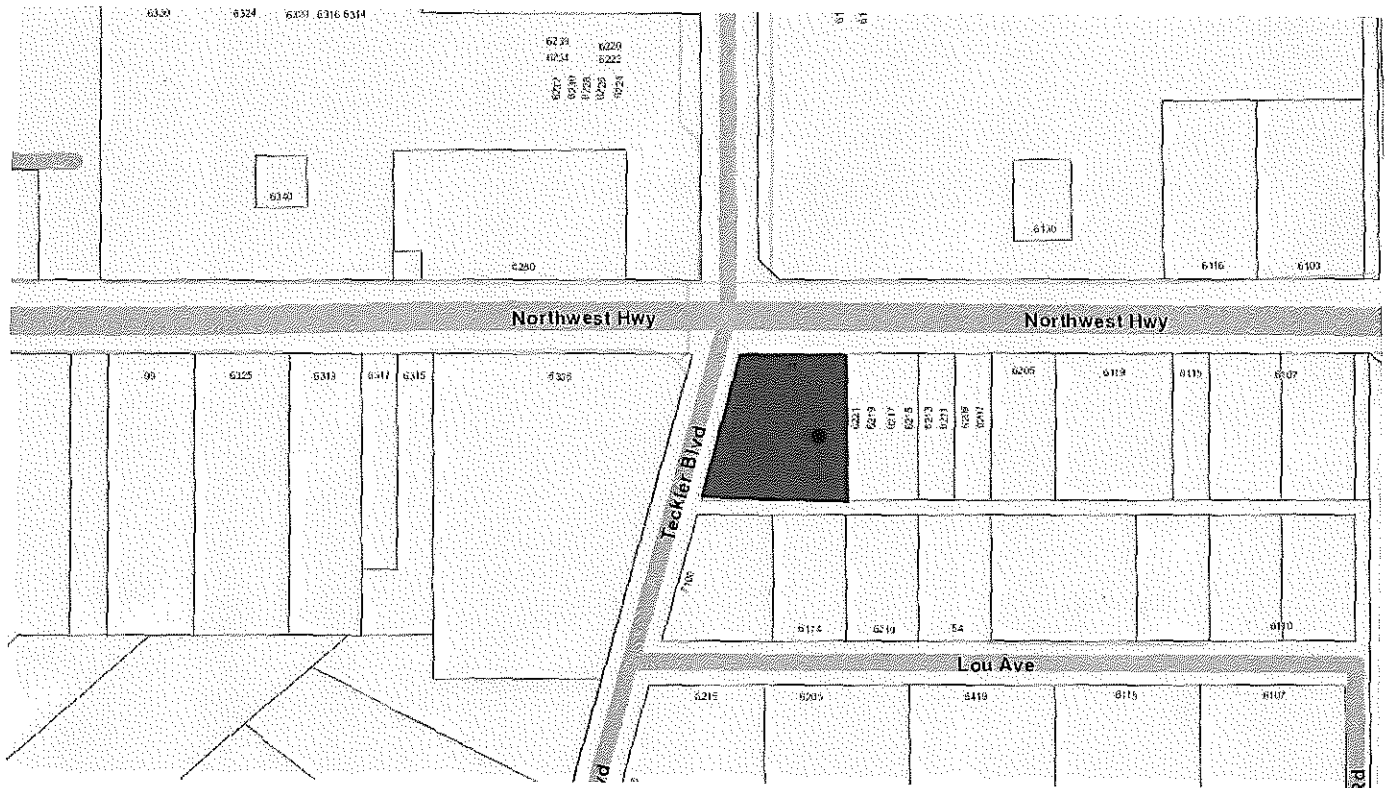
The PZC recommended **approval (6-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Vequity, LLC, received 01/16/18)
 - B. Site Plan (Warren Johnson Architects, dated 02/09/18, received 02/13/18)
 - C. Elevations (Warren Johnson Architects, dated 02/09/18, received 02/13/18)
 - D. Truck Turning Plan (Warren Johnson Architects, dated 02/09/18, received 02/13/18)
 - E. Sign Package (Harbinger, dated 01/25/1802/6/18, received 01/25/1802/6/18, with staff revisions)
 - F. Civil Engineering (CivWorks, dated 02/09/18, received 02/09/18)
2. Site and Landscape Plan
 - A. Foundation Base landscaping around the convenience store is required and should be provided, except where a sidewalk provides direct access to a doorway.
 - B. Work with city staff to finalize a landscape plan that meets the UDO landscaping standards.
3. Signage
 - A. The freestanding sign must comply with all UDO sign requirements.
 - B. Adjust gas vendor sign area illustrated on page A-3, Canopy Elevation to 16.6 square feet.
 - C. A variation to allow 200.78 square feet of wall signage, which includes the three building signs, three canopy signs, Synergy horizontal valance and Synergy vertical valance without poster sleeves signs is approved.
 - D. All poster sleeves on the vertical valances (waves) and all instructional panels (koala) signs shall be eliminated from the sign package.

- E. Poster signage is not allowed to be located on the gas canopy columns.
4. The gas canopy columns must be wrapped in brick with a limestone base to match the convenience store.
 5. The Environmental Impact Statement is required to be submitted for review and approval prior to any building permit issuance.
 6. Provide the City with a hazard mitigation plan illustrating proper procedure in case of a spill or emergency.
 7. Petitioner shall secure an IDOT permit and address any associated comments.
 8. The site lighting must meet the requirements of the UDO Lighting section.
 9. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, and Public Works Departments.

Votes Required to Pass: A simple majority vote.

2018-04 7-11 – 11 Northwest Hwy.





DRAFT

The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AND VARIATIONS
AT 11 NORTHWEST HIGHWAY**

WHEREAS, pursuant to the terms of a Petition (File #2018-04) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit to allow a Gasoline Service Station and Convenience Store with a Gasoline Electronic Pricing signs and Variations from: A. Article 2-400(C)(13) to allow a gas station canopy without a pitch; B. Article 3-200 to allow a 10-foot rear yard setback, a variation of 10 feet; C. Article 3-200 to allow 83.59% impervious surface coverage, a variation of 18.59%; and D. Article 4-1000 to allow 200.78 square feet of wall signage for the property located at 11 Northwest Highway; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on February 6, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on February 21, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit and Variations; and

WHEREAS, on February 21, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Special Use Permit be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2018-04, dated as of February 22, 2018; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit and Variation be issued as requested in said Petition.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: That a Special Use Permit to allow a Gasoline Service Station and Convenience Store with a Gasoline Electronic Pricing signs and Variations from: A. Article 2-400(C)(13) to allow a gas station canopy without a pitch; B. Article 3-200 to allow a 10-foot rear yard setback, a variation of

10 feet; C. Article 3-200 to allow 83.59% impervious surface coverage, a variation of 18.59%; and D. Article 4-1000 to allow 200.78 square feet of wall signage for the property commonly known as 11 Northwest Highway (19-08-229-001), Crystal Lake, Illinois.

Section II: Said Special Use and Variations is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Vequity, LLC, received 01/16/18)
 - B. Site Plan (Warren Johnson Architects, dated 02/09/18, received 02/13/18)
 - C. Elevations (Warren Johnson Architects, dated 02/09/18, received 02/13/18)
 - D. Truck Turning Plan (Warren Johnson Architects, dated 02/09/18, received 02/13/18)
 - E. Sign Package (Harbinger, dated 02/06/18, received 02/06/18, with staff revisions)
 - F. Civil Engineering (CivWorks, dated 02/09/18, received 02/09/18)
2. Site and Landscape Plan
 - A. Foundation Base landscaping around the convenience store is required and should be provided, except where a sidewalk provides direct access to a doorway.
 - B. Work with city staff to finalize a landscape plan that meets the UDO landscaping standards.
3. Signage
 - A. The freestanding sign must comply with all UDO sign requirements.
 - B. Adjust gas vendor sign area illustrated on page A-3, Canopy Elevation to 16.6 square feet.
 - C. A variation to allow 200.78 square feet of wall signage, which includes the three building signs, three canopy signs, Synergy horizontal valance and Synergy vertical valance without poster sleeves signs is approved.
 - D. All poster sleeves on the vertical valances (waves) and all instructional panels (koala) signs shall be eliminated from the sign package.
 - E. Poster signage is not allowed to be located on the gas canopy columns.
4. The gas canopy columns must be wrapped in brick with a limestone base to match the convenience store.
5. The Environmental Impact Statement is required to be submitted for review and approval prior to any building permit issuance.
6. Provide the City with a hazard mitigation plan illustrating proper procedure in case of a spill or emergency.
7. Petitioner shall secure an IDOT permit and address any associated comments.

8. The site lighting must meet the requirements of the UDO Lighting section.
9. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, and Public Works Departments.

Section III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 6th day of March, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: March 6, 2018

Approved: March 6, 2018



Agenda Item No: 14

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	March 6, 2018
<u>Item:</u>	REPORT OF THE PLANNING & ZONING COMMISSION 105 Minnie Street Pre/Final PUD
<u>Request:</u>	Preliminary and Final Planned Unit Development to allow a completely residential project within the B-4 Mixed-Use Business zoning district.
<u>Petitioner:</u>	Pete Kourtis, petitioner
<u>PZC Recommendation:</u>	To approve the PZC recommendation and adopt an ordinance granting the Preliminary/Final Planned Unit Development to allow a residential duplex at 105 Minnie Street.
<u>Staff Contact:</u>	Michelle Rentzsch, Community Development Director

Background:

- Existing Use: The property is currently a vacant property.
- Residential land uses are permitted in the B-4 zoning district with the approval of a Planned Unit Development.
- Minnie Street has a mix of residential and office uses. The buildings along Minnie Street are single-family and two-family homes, which have been altered to accommodate residential and office uses.

PZC Highlights:

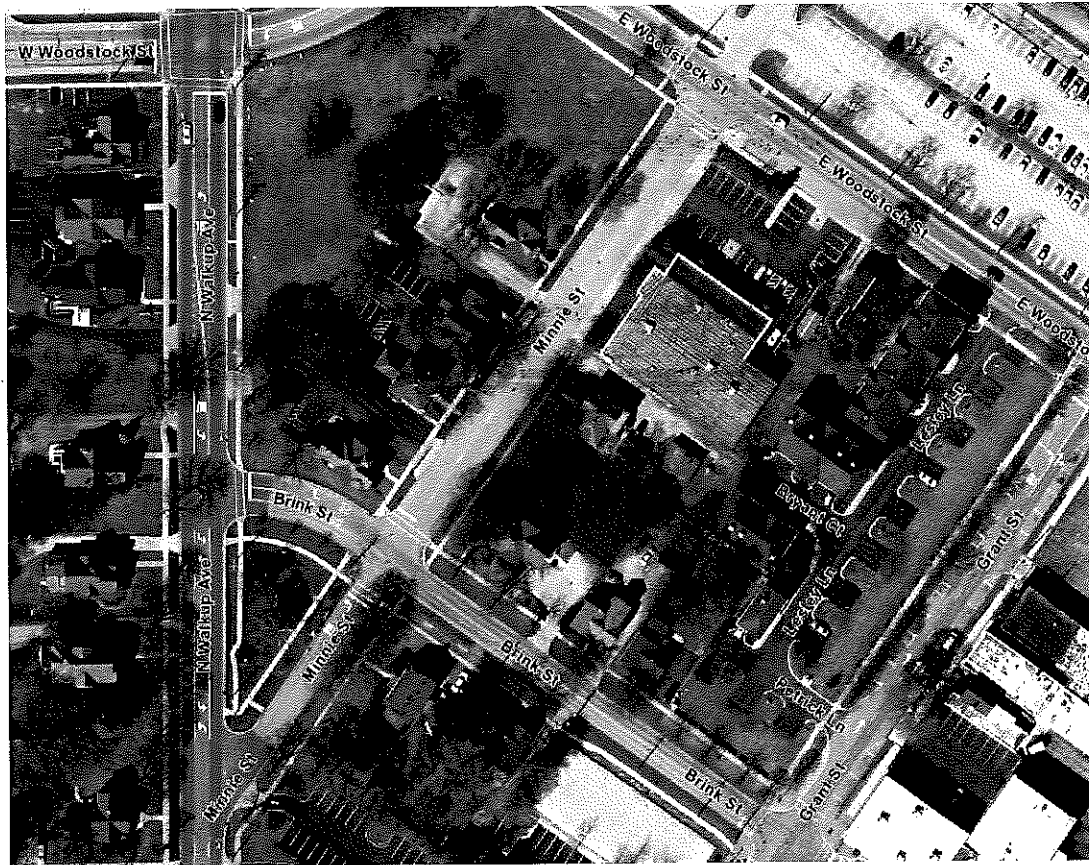
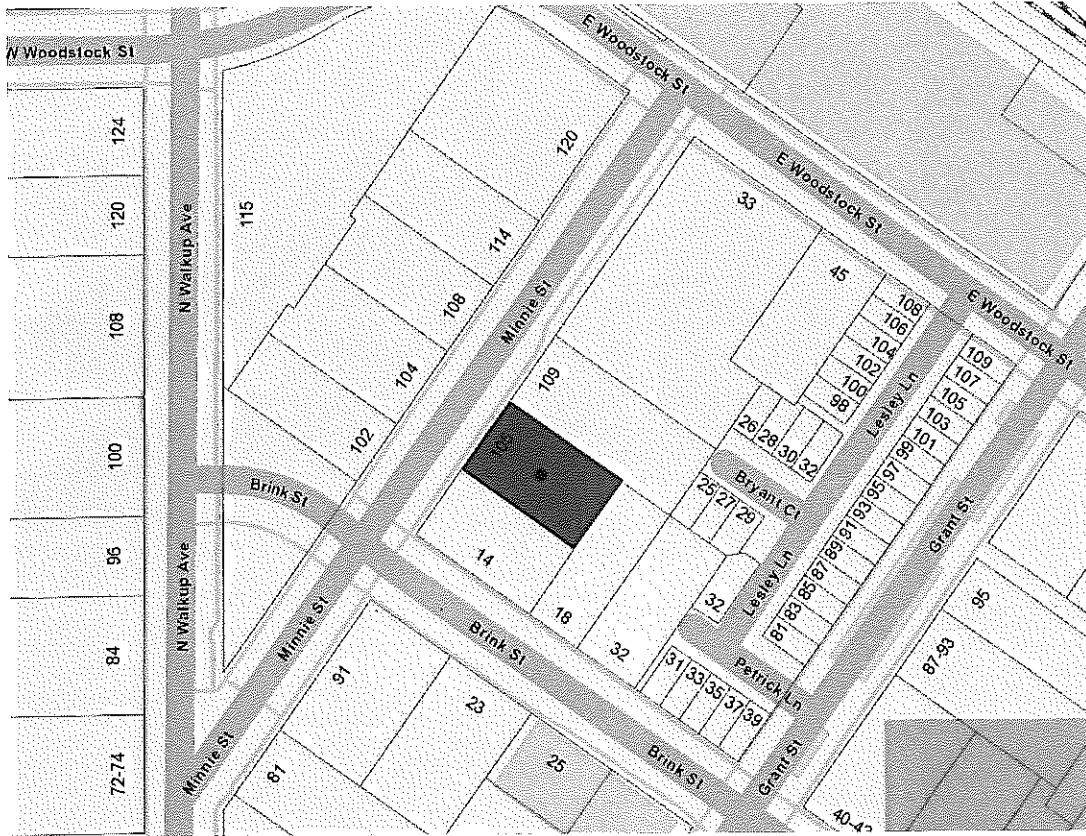
- The PZC liked the look of the duplex and agreed the building would fit in well with the existing structures along Minnie Street.
- A few of the PZC members expressed concerns with the lot coverage. The petitioner explained that having two driveways allows for tenants to park in designated areas and creates a backyard space for residents' use.
- The PZC felt that the Findings of Fact had been met.

The PZC recommended **approval (4-2)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Kourtis, received 01/03/18)
 - B. Plat of Survey (Vanderstappen, dated 08/17/17, received 01/03/18)
 - C. Elevations (James R. Byrnes, dated 12/20/17, received 01/03/18)
 - D. Site Plan (James R. Byrnes, dated 12/20/17, received 01/03/18)
2. The petitioner shall address all of the review comments and requirements of the Community Development and Fire Rescue Departments.

Votes Required to Pass: A simple majority vote.

2018-01 Kourtis – 105 Minnie St



Ord. No.

File No.



DRAFT

The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A PRELIMINARY AND FINAL PLANNED
UNIT DEVELOPMENT
AT 105 MINNIE STREET**

WHEREAS, pursuant to the terms of a Petition (File #2018-01) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Preliminary and Final Planned Unit Development for a residential duplex in the B-4 zoning district for the property located at 105 Minnie Street; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on February 5, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on February 21, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Preliminary and Final Planned Unit Development; and

WHEREAS, on February 21, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Preliminary and Final Planned Unit Development be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2018-01, dated as of February 22, 2018; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Preliminary and Final Planned Unit Development be issued as requested in said Petition.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

Section I: That a Preliminary and Final Planned Unit Development for a residential duplex in the B-4 zoning district be issued for the property commonly known as 105 Minnie Street (14-32-478-047), Crystal Lake, Illinois.

Section II: Said Preliminary and Final Planned Unit Development is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Kourtis, received 01/03/18)
 - B. Plat of Survey (Vanderstappen, dated 08/17/17, received 01/03/18)
 - C. Elevations (James R. Byrnes, dated 12/20/17, received 01/03/18)
 - D. Site Plan (James R. Byrnes, dated 12/20/17, received 01/03/18)
2. The petitioner shall address all of the review comments and requirements of the Community Development and Fire Rescue Departments.

Section III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 6th day of March, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: March 6, 2018

Approved: March 6, 2018



Agenda Item No: 15

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	March 6, 2018
<u>Item:</u>	REPORT OF THE PLANNING & ZONING COMMISSION Woodlore Estates (former Preston Pines) – River Birch Boulevard/Route 31 & Brighton Ln/Route 31
<u>Request:</u>	Final Planned Unit Development Amendment to allow changes to the master plan and Preliminary Plat of Subdivision for Woodlore Estates (formerly Preston Pines).
<u>Petitioner:</u>	Lisa Waggoner, attorney representing Lennar, petitioner
<u>PZC Recommendation:</u>	To approve the PZC recommendation and adopt an ordinance granting the Final Planned Unit Development Amendment to allow changes to the master plan and Preliminary Plat of Subdivision for Woodlore Estates.
<u>Staff Contact:</u>	Michelle Rentzsch, Community Development Director

Background:

- Existing Use: The subject property currently sits vacant with a portion of the public improvements installed for Preston Pines Units 1 and 2.
- Previous Approvals: The Preston Pines development received Final PUD and Final Plat of Subdivision approval for this site. The formerly approved site plan included 275 single-family homes and 184 townhomes. The petitioner installed a portion of the public improvements for Preston Pines Unit 1 and 2, located at the intersection of River Birch Boulevard and Route 31.
- Request: The petitioner is requesting a Final Planned Unit Development Amendment with variations and Preliminary Plat of Subdivision for **319 single-family homes, 105 age-targeted single-family homes and 68 townhomes.**

Proposed Development:

- Single-Family lots meet the R-1 zoning district standards.
- Age-targeted lots are reduced in size and would have custom setback requirements. The maintenance of these lots would be handled by the HOA.
- The townhomes were previously platted (Preston Pines Unit 2). The petitioner is proposing to change the orientation of two of the townhome pods, a minor deviation from Preston Pines Unit 2.
- A clubhouse is proposed for the age-targeted single-family portion of the subdivision. The amenities include meeting space, pickle ball courts and bocce ball courts.

Comparison of Developments			
	Preston Pines (approved in 2006-2008)	Woodlore Estates	Difference
Development	459 dwelling units	492 dwelling units	+ 33 dwelling units
Single-Family	275	319	+44 homes
Single-Family Lot size	10,000-20,000	10,000-19,000 (R-1 sized lots) 16 lots at 20,000-32,891 (RE sized lots)	
Senior Single-Family	None	105	+105 homes
Townhomes	184	68	-116 units
Open Space	~63ac	~104ac	+41ac additional green space

Site Layout:

- The revised site plan includes a 50-foot greenway buffer around the development. **This buffer helps maintain the estate-like feel of the neighborhood** and preserves the trees between this development and the homes in unincorporated McHenry County and Prairie Grove.
- The right-of-ways meet the local street UDO requirements, except Brighton Circle around The Fountains where the right-of-way is reduced to 42 feet and where a variation is requested to reduce the curve radius from 150 feet to 100 feet.
- There are three access points to the proposed development: River Birch/Route 31, Brighton/Route 31 and Carpathian/Route 176.

Elevations:

- *Single-Family* – There are 9 home plans, one with a side-loading garage and two ranch home plans. The elevations are accented with architectural elements to add visual interest to the homes.

- The petitioner has also agreed to limit the “D” elevations to 15% of the development.
- *Age-Targeted Single-Family* – There are 8 home plans. After receiving feedback at the conceptual review, the petitioner added more architectural elements and added two home plans that would have a second floor.
- *Townhomes* – The townhome models feature a rear-loading garage. The front of the townhomes will face the public street and access to the garages are through shared driveways. All townhome models have covered porches and windows with shutters.

PZC Highlights:

- Residents from the College Hill subdivision and Prairie Grove had questions about access from Woodlore Estates to the surrounding areas. The residents were pleased with the added landscape buffer.
- The two main points that were discussed were architecture and access to Routes 31 and 176.
- The PZC discussed the architecture and the building materials that have been used in previously approved subdivisions. The PZC felt the proposed elevations had been improved since the conceptual and modified the recommended conditions.
- There was a discussion on the timing of the construction of Carpathian Drive to Route 176. The PZC agreed with the traffic study that turning left onto Route 31 could be a safety issue. The PZC felt that the growth management variation should not be enacted until the roadway connection is constructed.
- The petitioner explained they too want the connection to Route 176 to be constructed as soon as possible, but that recently it has taken around 18-months to obtain an IDOT permit. The petitioner would like to be able to construct homes while working with IDOT on the permit for the Route 176 connection.
- The PZC felt that the Final Planned Unit Development variations were appropriate.

The PZC recommended **approval (6-0)** of the petitioner’s request with the following **amended** conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (CalAtlantic, dated 02/06/18, received 02/06/18)
 - B. Elevations (CalAtlantic, dated 01/26/18, received 01/30/18)
 - C. Color Palette (CalAtlantic, dated 08/18/17, received 02/08/18)
 - D. Clubhouse Front Elevation (CalAtlantic, received 02/14/18)
 - E. Site Plan (Gary R Weber Associates, dated 01/26/18, received 01/30/18)
 - F. Preliminary Plat of Subdivision (Mackie Consultants, dated 01/26/18, received 01/30/18)
 - G. Preliminary Engineering (Mackie Consultants, dated 01/26/18, received 01/30/18)
 - H. Wetland Delineation Report (Midwest Ecological, dated 01/23/17, received 01/30/18)
 - I. Preliminary Stormwater Management Report (Mackie Consultants, dated 01/26/18, received 01/30/18)
 - J. Preliminary Landscape/Tree Preservation Plan (Gary R Weber Associates, dated 01/26/18, received 01/30/18)
 - K. Fire Truck Turning Radius Exhibit (Mackie Consultants, dated 01/25/18, received 01/30/18)

- L. Phasing Exhibit (Mackie Consultants, dated 01/26/18, received 01/30/18)
- M. Traffic Study (CivilTech, dated 01/26/18, received 01/26/18)

2. All conditions of approval from Preston Pines Unit 1 & 2 (ordinance number 6150) are still valid, except those revised by this approval.
3. Elevations:
 - A. Single-Family home models must include the following enhancements:
 - (i) Provide midpoint gable brackets or upsize the brackets on at least 4 home plans;
 - (ii) On at least 4 home plans replace the gable vents with decorative windows on D & E elevations;
 - ~~(iii) Where possible, add band boarding to the front elevation on D & E models;~~
(Removed by the PZC)
 - (iv) Add one additional mandatory window to the left side elevation of each home plan.
 - B. The end units of Townhome pods 6, 8 and 13 that face River Birch Boulevard must have brick on the side façade **below the first floor windows. (Amended by the PZC)**
 - C. All housing types are to be constructed with premium vinyl siding and installed properly in order to allow for movement during temperature changes.
4. Rich color choices, such as “Russet Red”, “English Wedgewood” blue, “Portsmouth Blue” and “Lakeshore Fern” green are to be added to the single-family color palette.
5. The single-family portion of the development must meet the following Anti-Monotony provisions:
 - A. No two homes which are within 2 lots side by side or face front to front shall have the same identical elevation. This does not apply to a back to back situation.
 - B. No two homes having lots which border in any way (without regard to streets and parks) shall have the same identical color scheme. This includes identical trim, siding and masonry color selection.
 - C. No two homes with identical elevations shall be allowed to have the same identical exterior color scheme, if located within 250 feet of each other.
 - D. None of the lots on a cul-de-sac shall have the same model and elevation on it.
6. The age-targeted single-family portion of the development must meet the following Anti-Monotony provisions:
 - A. No two homes which are within ~~2 lots~~ **one lot** side by side or face front to front shall have the same identical elevation. This does not apply to a back to back situation. **See active adult anti-monotony exhibit presented at the Planning and Zoning Commission meeting February 21, 2018. (Amended by the PZC)**
 - B. No two homes having lots which border in any way (without regard to streets and parks) shall have the same identical color scheme. This includes identical trim, siding and masonry color selection.
 - C. No two homes with identical elevations shall be allowed to have the same identical exterior color scheme, if located within 200 feet of each other.
 - D. None of the lots on a cul-de-sac shall have the same model and elevation on it.

7. Landscape Plan.
 - A. Work with city staff to finalize the landscape/tree preservation plan.
 - B. The outlots should have a conservation easement dedicated and a correlating maintenance plan.
 - C. Provide a detail for the landscaping around the clubhouse.

8. Public Improvements.
 - A. Carpathian Drive must be constructed during Phase I **and no later than September, 2020. (Amended by the PZC)**
 - B. Work with city staff on a direct connection of Carpathian Drive and River Birch Boulevard.
 - C. Work with city staff to finalize road names.
 - D. Work with city staff to ensure Brighton Lane meets city standards for public dedication.
 - E. Lift Station #22 and the forcemain along Route 31 require improvements in relation to the development, work with city staff to complete the required improvements.

9. The petitioner hereby agrees to pay their proportionate fair share of the roadway improvements for the potential future traffic signal at the River Birch Boulevard and Route 31 intersection.

10. Submit a Final Plat of Subdivision to meet all of the recommended conditions.

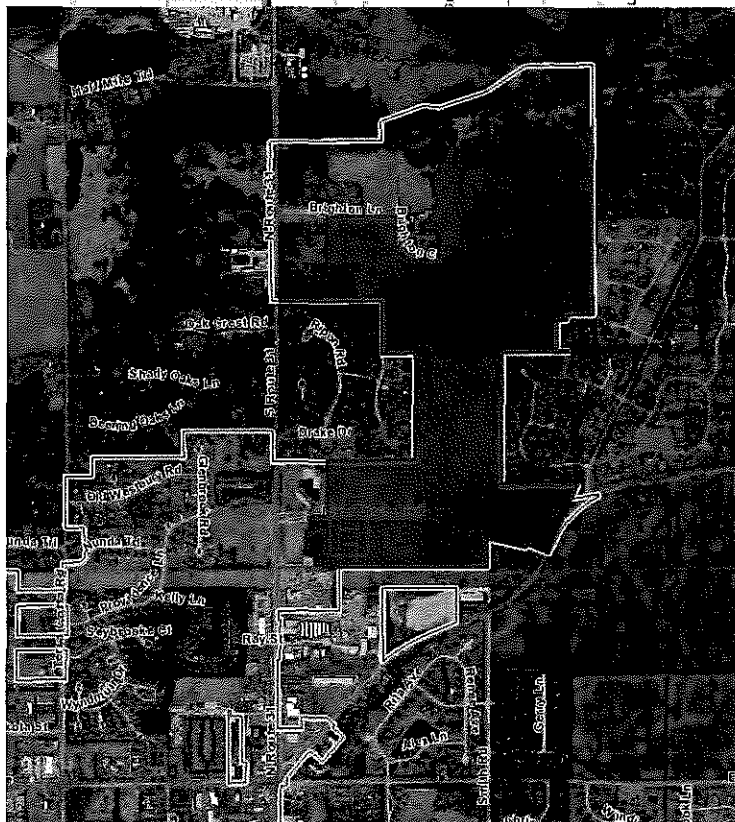
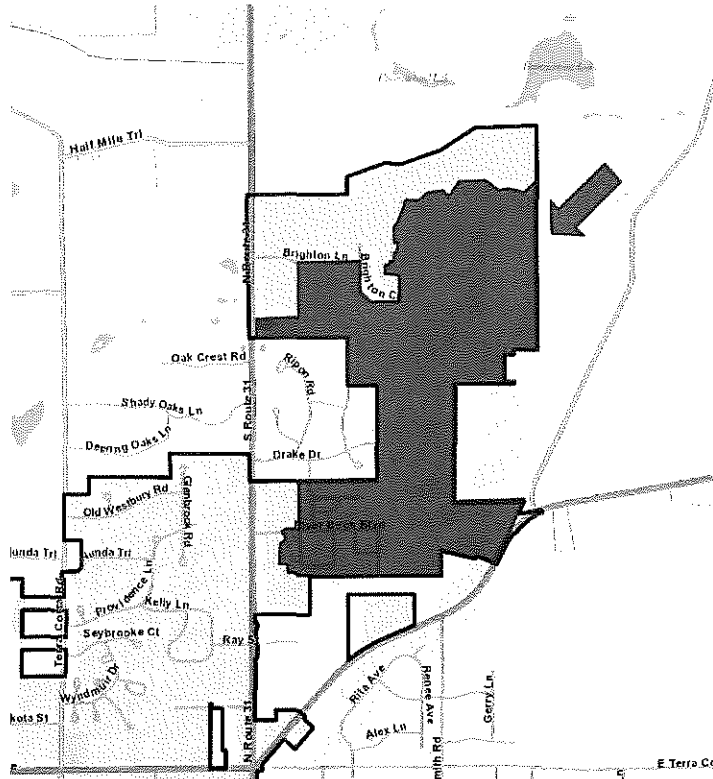
11. Three freestanding signs are illustrated on the site plan. The signs can be up to 4 feet in height and 16 square feet in area. The signs must be monument signs with a minimum base width of 80% of the sign width.

12. The petitioner shall address all of the review comments and requirements of the Fire Rescue, Police, Public Works, and Community Development Departments in addition to those of the City's stormwater and traffic consultants.

13. **Due to public safety concerns at the Route 31 access points, the requested variance from the Growth Management Ordinance cannot be implemented until the Carpathian Drive connection to Route 176 is completed and available. It is expected that this will be accomplished no later than September 2020. At that time, the growth management allowance can be increased to 25% for the following two years and 20% for any remaining years. (Added by the PZC)**

Votes Required to Pass: A simple majority vote.

2018-08 Woodlore Estates PIQ



Ord. No.

File No.



The City of Crystal Lake Illinois

DRAFT

**AN ORDINANCE GRANTING AN AMENDMENT
TO THE FINAL PLANNED UNIT DEVELOPMENT
AND PRELIMINARY PLAT OF SUBDIVISION
FOR WOODLORE ESTATES**

WHEREAS, pursuant to the terms of the Petition (File #2018-08) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development to allow changes to the master plan and Preliminary Plat of Subdivision for Woodlore Estates (formerly Preston Pines); and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on February 5, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on February 21, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Amendment to the Final Planned Unit Development; and

WHEREAS, on February 21, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Amendment to the Final Planned Unit Development be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2018-08, dated as of February 22, 2018; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Amendment to the Final Planned Unit Development be granted as requested in said Petition,

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a Final PUD Amendment be granted to allow changes to the master plan and Preliminary Plat of Subdivision for Woodlore Estates (formerly Preston Pines) for the property located East of Route 31, North of Route 176, and south of Half Mile Road (14-26-101-009, 010; 14-27-202-002; 14-27-203-002, 003; 14-27-226-008, 011, 013; 14-27-276-010, 011, 012, 013, 014, 015; 14-27-452-001, 002, 003, 004; 14-27-453-001, 002, 003, 004; 14-27-454-001; 14-27-455-001,

Ord. No.
File No.

002, 003, 004; 14-27-456-002, 003, 004, 005, 006, 007, 008; 14-27-457-001, 002, 003, 004, 005, 006, 007, 008; 14-27-476-007, 008, 009, 010, 011; 14-27-477-001, 002; 14-27-478-001, 002, 003, 004; 14-27-479-001, 002, 003, 004, 005, 006), Crystal Lake, Illinois.

SECTION II: That the Final PUD Amendment and Preliminary Plat of Subdivision be granted with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (CalAtlantic, dated 02/06/18, received 02/06/18)
 - B. Elevations (CalAtlantic, dated 01/26/18, received 01/30/18)
 - C. Color Palette (CalAtlantic, dated 08/18/17, received 02/08/18)
 - D. Clubhouse Front Elevation (CalAtlantic, received 02/14/18)
 - E. Site Plan (Gary R Weber Associates, dated 01/26/18, received 01/30/18)
 - F. Preliminary Plat of Subdivision (Mackie Consultants, dated 01/26/18, received 01/30/18)
 - G. Preliminary Engineering (Mackie Consultants, dated 01/26/18, received 01/30/18)
 - H. Wetland Delineation Report (Midwest Ecological, dated 01/23/17, received 01/30/18)
 - I. Preliminary Stormwater Management Report (Mackie Consultants, dated 01/26/18, received 01/30/18)
 - J. Preliminary Landscape/Tree Preservation Plan (Gary R Weber Associates, dated 01/26/18, received 01/30/18)
 - K. Fire Truck Turning Radius Exhibit (Mackie Consultants, dated 01/25/18, received 01/30/18)
 - L. Phasing Exhibit (Mackie Consultants, dated 01/26/18, received 01/30/18)
 - M. Traffic Study (CivilTech, dated 01/26/18, received 01/26/18)
2. All conditions of approval from Preston Pines Unit 1 & 2 (ordinance number 6150) are still valid, except those revised by this approval.
3. Elevations:
 - A. Single-Family home models must include the following enhancements:
 - i. Provide midpoint gable brackets or upsize the brackets on at least 4 home plans;
 - ii. On at least 4 home plans replace the gable vents with decorative windows on D & E elevations;
 - iii. Add one additional mandatory window to the left side elevation of each home plan.
 - B. The end units of Townhome pods 6, 8 and 13 that face River Birch Boulevard must have brick on the side façade below the first floor windows.
 - C. All housing types are to be constructed with premium vinyl siding and installed properly in order to allow for movement during temperature changes.

4. Rich color choices, such as “Russet Red”, “English Wedgewood” blue, “Portsmouth Blue” and “Lakeshore Fern” green are to be added to the single-family color palette.
5. The single-family portion of the development must meet the following Anti-Monotony provisions:
 - A. No two homes which are within 1 lot side by side or face front to front shall have the same identical elevation. This does not apply to a back to back situation.
 - B. No two homes having lots which border in any way (without regard to streets and parks) shall have the same identical color scheme. This includes identical trim, siding and masonry color selection.
 - C. No two homes with identical elevations shall be allowed to have the same identical exterior color scheme, if located within 250 feet of each other.
 - D. None of the lots on a cul-de-sac shall have the same model and elevation on it.
6. The age-targeted single-family portion of the development must meet the following Anti-Monotony provisions:
 - A. No two homes which are within one lot side by side or face front to front shall have the same identical elevation. This does not apply to a back to back situation. See active adult anti-monotony exhibit presented at the Planning and Zoning Commission meeting February 21, 2018.
 - B. No two homes having lots which border in any way (without regard to streets and parks) shall have the same identical color scheme. This includes identical trim, siding and masonry color selection.
 - C. No two homes with identical elevations shall be allowed to have the same identical exterior color scheme, if located within 200 feet of each other.
 - D. None of the lots on a cul-de-sac shall have the same model and elevation on it.
7. Landscape Plan.
 - A. Work with city staff to finalize the landscape/tree preservation plan.
 - B. The outlots should have a conservation easement dedicated and a correlating maintenance plan.
 - C. Provide a detail for the landscaping around the clubhouse.
8. Public Improvements.
 - A. Carpathian Drive must be constructed during Phase I and no later than September, 2020.
 - B. Work with city staff on a direct connection of Carpathian Drive and River Birch Boulevard.
 - C. Work with city staff to finalize road names.
 - D. Work with city staff to ensure Brighton Lane meets city standards for public dedication.
 - E. Lift Station #22 and the forcemain along Route 31 require improvements in relation to the development, work with city staff to complete the required improvements.

Ord. No.
File No.

9. The petitioner hereby agrees to pay their proportionate fair share of the roadway improvements for the potential future traffic signal at the River Birch Boulevard and Route 31 intersection.
10. Submit a Final Plat of Subdivision to meet all of the recommended conditions.
11. Three freestanding signs are illustrated on the site plan. The signs can be up to 4 feet in height and 16 square feet in area. The signs must be monument signs with a minimum base width of 80% of the sign width.
12. The petitioner shall address all of the review comments and requirements of the Fire Rescue, Police, Public Works, and Community Development Departments in addition to those of the City's stormwater and traffic consultants.
13. Due to public safety concerns at the Route 31 access points, the requested variance from the Growth Management Ordinance cannot be implemented until the Carpathian Drive connection to Route 176 is completed and available. It is expected that this will be accomplished no later than September 2020. At that time, the growth management allowance can be increased to 25% for the following two (2) years and 20% for any remaining years.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Planned Unit Development in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

Ord. No.
File No.

DATED at Crystal Lake, Illinois, this 6th day of March, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: March 6, 2018

Approved: March 6, 2018



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date: March 6, 2018

Item: UDO Discussion – Neon/LED Lighting & EMC Signs

Recommendation: For discussion only.

Staff Contact: Michelle Rentzsch, Community Development Director

Following recent zoning petitions, the City Council requested additional information on neon/LED lighting and the EMC sign criteria.

Background Neon/LED Lighting

- In 2011, during the 6-month review of the UDO, a question was posed to the City Council, “Is Neon/LED lighting considered signage”.
- The City Council determined that it should be considered signage and language was added to the UDO to clarify that the use of LED/neon lighting to outline windows, doors, rooflines or buildings is prohibited.
- Neon lighting, LED lighting and light bands have since been considered signage, examples of these types of lighting are pictured below.
- The discussion point and minutes from the 2011 City Council meeting are attached.

The UDO currently states “Lighting used for outlining windows, doors, rooflines or buildings, unless used as part of signage per the provisions of Section 4-1000, Signs” is prohibited lighting.

The UDO definition of a sign is, “Any object, device, landscape, **lighting**, painting or structure used for identification, description, illustration, announcement, declaration, or display either illuminated or nonilluminated, located inside or outside an establishment used to advertise, identify, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means, including words, letters, characters, colors, designs, **illumination**, images, landscaping, motion, painting, pictures or symbols which is constructed of permanent, temporary, solid, flexible or living materials.”

Light Emission Levels

Light can be measured in lumens. Lumens is the total level of light emitted from a source. The table below compares the light levels emitted from neon and LED lights used for outdoor lighting purposes. **The table shows that LED lights have the ability to emit brighter light.**





Type	Lumens/foot
Neon	500-600
LED	500-1,300

Dark Sky Institute

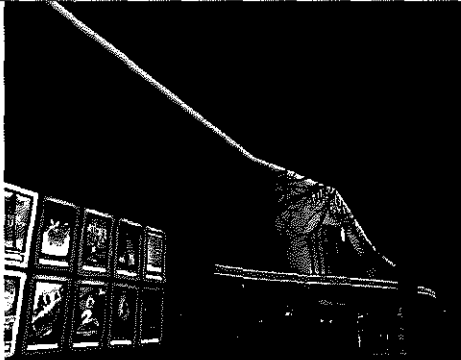



Light emitted from any light source creates light pollution. Unshielded or lighting components that do not direct light in a downward direction create a large amount of light pollution. Light pollution can negatively affect the community by increasing the energy consumption, disrupting the ecosystem and wildlife, harming human health and effecting crime and safety¹. Due to these potential negative effects, the city has incorporated lighting standards into the UDO.

The UDO Exterior Lighting Standards were created to help mitigate the effects of light pollution. The purpose of the exterior lighting standards are:

1. To provide for and control lighting in outdoor public places where public health, safety and welfare are potential concerns.
2. To protect pedestrians, cyclists and motorists from the excessive illumination of non-vehicular light sources.
3. To reduce the distribution of stray light upon neighboring properties and protect neighbors, the environment and the night sky from nuisance illumination and light trespass from improperly selected or poorly placed, aimed, applied, maintained or shielded light sources.
4. To promote conservation of energy through energy-efficient lighting design and operation.
5. To protect and retain the intended visual character of the various venues of the City and to maintain and improve nighttime aesthetics of Crystal Lake, including preservation of the night sky.

Lighting Type	Crystal Lake	Other Community Examples
Light band (Lighting component is enclosed)	 <p data-bbox="451 1430 894 1530">A condition of approval for the SUP Amendment was to disable the illumination component.</p>	 <p data-bbox="927 1360 1396 1530">Orlando, FL</p>
LED lighting outlining the façade (Lighting component is exposed)	 <p data-bbox="451 1780 906 1879">Wall sign variation granted as part of PUD Amendment to allow 172.1 square feet of wall signage. The</p>	 <p data-bbox="927 1801 1386 1879">Texas Roadhouse with green strip lighting in Texas community.</p>

¹ "Light Pollution." *International Dark-Sky Association*, www.darksky.org/light-pollution/.

Lighting Type	Crystal Lake	Other Community Examples
Neon lighting outlining the façade (Lighting component is exposed)	<p>lighting is included in the total square footage.</p>  <p>The city council approved this in April 1995.</p>	 <p>Rohnert Park, CA</p>
LED lighting along cornice (Lighting component is exposed)	 <p>Approved as a condition of approval and not included as signage in 2017.</p>	 <p>Oswego, IL Culver's blue lighting spills into the parking lot</p>

Staff Recommendation

- LED lighting, much like neon lighting, draws your eye to the building.
- The purpose of the lighting is to garner attention.
- Lighting currently does fall under the UDO definition of a sign. LED lighting along cornices, rooflines and generally outlining the façade would continue to be prohibited or be included in the total wall sign calculation.

City Council Discussion Point

- A. No action. Continue to review LED lighting along rooflines or outlining the façade on a case by case basis via a sign variation request.
- B. Direct staff to amend the UDO to allow LED lighting to accent the façade of a commercial building.

Background EMC Sign Criteria – Lot Area and Location

- The UDO sets specific criteria for electronic message center signs.
- The language allowing these types of signs as a special use was added to the UDO in July 2011.
- Prior to the special use permit, EMC signs were prohibited and seven variations were granted through the sign variation process.
- Time and temperature and gasoline pricing signs have separate criteria and do not require the EMC sign special use permit.

These two special use permit sign criteria have come into question recently. The original purpose for the criteria are in *italic* text below.

1. Minimum width: The zoning lot upon which an EMC may be permitted must have a minimum of 200 contiguous lineal feet of frontage that must be located on Route 14 or Route 31.
2. Minimum area: The zoning lot upon which an EMC may be permitted must have a minimum of two acres of total lot area.

The purpose of having a minimum width and minimum lot area for an EMC sign was to reduce the number of EMC signs along the major commercial corridors. There was a discussion in 2011 by the PZC on how to limit the number and how to appropriately space the EMC signs. One of the options that was discussed was to only allow EMC signs every 500 feet and be located centrally on the zoning lot. It was discussed if Randall Road and Route 176 should be allowed to have EMC signs. There are B-2 zoned properties on Randall Road and Route 176, but the areas are not predominately commercial and have residential across the street or nearby.

The current criteria were deemed the most appropriate way to regulate the signs in 2011.

Staff Recommendation – Lot Area and Location




- The criteria listed above are relevant criteria and aid in reducing light pollution, distracting signs and the abundance of the EMC signs within the city.
- Petitioners do have the opportunity to request a variation from the special use permit criteria.
- A list of EMC signs located in the city is attached.
- The map illustrates properties that could have an EMC and shows where the current EMC signs are located.
- The existing EMC signs which are not located on the approved roadways are highlighted in yellow. Only 6 of the 20 signs are not located on Routes 14 or 31. Two of the signs not located on Routes 14 or 31 were approved through the sign variation process prior to the 2011 UDO amendment to allow EMC signs as a special use.

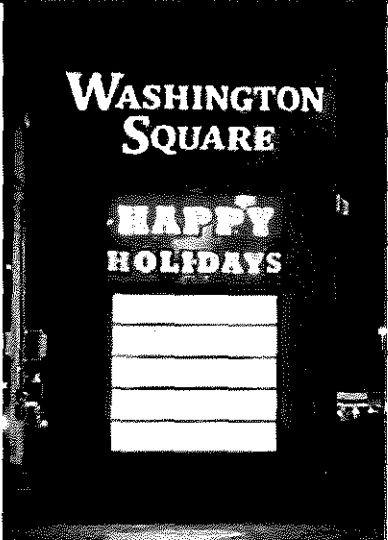

City Council Discussion Points

- A. No action. Continue to review variation requests for the minimum lot width, area and location requirements on a case-by-case basis.
- B. Direct staff to review the possible streets that EMC signs may be located and present the findings to the PZC for review.

EMC – Color of Illumination and Interval of Change (Dwell Time)

- Sign design standards. The restriction on color, timing and illumination.
- Similar to neon/LED lighting, EMC signs emit light that could negatively impact a community by producing light pollution and distracting drivers.

Colors for EMC Illumination	Examples
Black background/only white text	 A photograph of a church sign. The sign is white with a black diamond-shaped logo at the top containing a white cross. Below the logo, the text "Trinity United Methodist Church" is written in a serif font. Underneath, a black rectangular panel contains white text: "Join us for Sunday Service: 8:00 & 10:30". The sign is mounted on a dark base with the number "124" visible.
Black background/only green text	 A photograph of a dark sign with green text. The main text reads "Apply Today!". To the right, there is a smaller sign with the text "SUPER APPS". The sign is set against a background of trees and a building.
Black background/only red text	 A photograph of a pharmacy sign. The word "pharmacy" is written in a large, bold, sans-serif font. Below it, a black panel contains red text: "DIGITAL PRINTS WHILE YOU SHOP!". To the right of this panel, the number "29" is visible.

Colors for EMC Illumination	Examples
Multi-color background and text	
Black background and pink & white text	

Staff Recommendation – Sign Design Standards

- The criteria for illumination color, transitions and dwell time listed above are relevant criteria and aid in reducing light pollution and distracting signs within the city.
- Petitioners do have the opportunity to request a variation from the special use permit criteria.

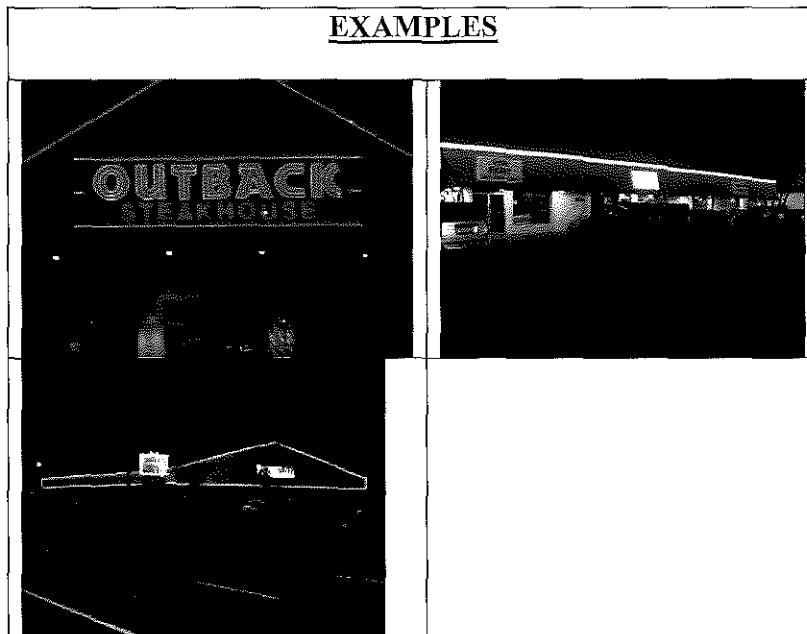
The list of EMC signs attached shows the color of illumination and dwell times for the EMC signs in Crystal Lake. The original intent to limit color and movement was to lessen distractions for drivers.

- Based on research a black background and single color text is the least distracting and allows the business to individualize their display and message.
- The dwell time could be reduced to one minute and not distract drivers.

City Council Discussion Points

- A. No action. Continue to review variation requests for illumination color and dwell time on a case-by-case basis.
- B. Direct staff to update the UDO to allow additional colors for illumination, one color per display, with the condition the background is black and reduce the dwell time to a maximum of 1 minute.

Q. Is LED/neon lighting considered signage?



Staff Recommendation:

LED/neon lighting should be included as part of the sign area calculation.

DECISION POINT:

A. LED/neon lighting is NOT considered as signage

B. LED/neon lighting IS considered signage. Per the provisions in Article 4-800, Exterior Lighting Standards of the UDO, the use of LED/neon lighting to outline windows, doors, rooflines or buildings is prohibited.

LED/neon lighting used for signage shall be counted towards the total sign allowance.



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date: March 6, 2018

Item: 2018 Patching Program-Municipal Partnership Initiative

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute a one-year contract with J.A. Johnson Paving Co. in the submitted bid amount.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

At the May 2, 2017, City Council meeting, the City Council authorized the execution of a one-year contract with J.A. Johnson Paving Co. for pothole patching services. For 2018, J.A. Johnson Paving Co. has committed to maintaining their 2017 pricing.

In 2017, this bid was completed through the Municipal Partnership Initiative (MPI). As members of MPI, regional communities collaborate by preparing and soliciting bids for various projects. MPI allows members to combine purchasing power, which enables significant cost reductions. Regarding this specific project, the City of Crystal Lake partnered with the following communities: Village of Cary, Village of Fox River Grove, Village of Grayslake, Village of Huntley, Village of Lakemoor, Village of Lake Zurich, Village of Round Lake Beach, and the City of Woodstock.

The requested 2018 contract will continue the bid pricing for the 2017 program. These bids were opened on March 9, 2017. The results for Crystal Lake were:

Company	Class D Patches, 2", Type IV	Class D Patches, 3", Type II	Class D Patches, 3", Type IV	Class D Patches, 4", Type IV
✓ J.A. Johnson Paving	\$17.89	\$26.00	\$25.50	\$34.00
Chicagoland Paving	\$19.00	\$30.00	\$35.00	\$35.00
Schroeder Asphalt Service, Inc.	\$25.75	\$29.00	\$28.00	\$45.75

✓ Indicates lowest responsive and responsible bidder

The Public Works Department maintains a list of pavement patching needs within the community. Based on this inventory, the patching will be approximately:

- Class D patches, 2", Type IV: 100 sq. yards
- Class D patches, 3", Type II: 70 sq. yards
- Class D patches, 3", Type IV: 2,550 sq. yards
- Class D patches, 4", Type IV: 50 sq. yards

Recommendation

Staff was very satisfied with the pothole patching services performed by J.A. Johnson Paving Co. in 2017. Therefore, the recommendation of City staff is to extend the contract with J.A. Johnson Paving Company for pavement patching for the one-year contract period in the amount bids. Project costs are anticipated to be approximately \$83,000.

Votes Required to Pass:

Simple majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract for pavement patching services with J.A. Johnson Paving Company for a one-year term in the submitted bid amounts.

DATED this 6th day of March 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: March 6, 2018

APPROVED: March 6, 2018



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date: March 6, 2018

Item: Landscape, Mowing, and Maintenance Program

Staff Recommendation: Motion to award the bid for the City’s Landscape, Mowing, and Maintenance Program to the lowest responsive & responsible bidder, Ryco Landscaping, and to adopt a resolution authorizing the City Manager to execute a three-year contract with Ryco Landscaping, for the Landscape, Mowing, and Maintenance Program in the submitted bid amounts with the option to extend the contract for two, one-year extensions.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On February 23, 2018, the City of Crystal Lake publicly opened the bids received for the City’s Landscape, Mowing, and Maintenance Program. This contract includes landscaping services at the Municipal Complex, various City properties and rights of way, Three Oaks Recreational Area and the US Route 14 landscaped medians. The requested contract will be a three-year base contract, with two optional, one-year extensions.

The following is the breakdown of 2018 base bid category totals:

	Lawn Mowing	Landscape Maintenance	Three Oaks Recreation Area	Rt. 14 Median/ Parkway & Gateway Signs	Total
Ryco Landscaping✓ Lake in the Hills	\$2,890	\$63,745	\$30,250	\$16,465	\$113,350
Landscape Concepts Grayslake, IL	\$8,596	\$127,437	\$35,690	\$3,632	\$175,355
Acres Group* Wauconda, IL	N/A	N/A	N/A	N/A	N/A

✓ Indicates lowest responsive and responsible bidder

** Vendor submitted incomplete bid*

This contract will encompass a variety of mowing, landscaping, and maintenance activities. The selected vendor is required to meet City standards set forth in the contract specifications. The Public Works Department and Three Oaks staff will coordinate activities with the selected vendor. Here is an activity summary per category:

Lawn Mowing

- Mowing for various City properties
- Mowing for Three Oaks Recreational Area
- Mowing for various public rights-of-way

Landscape Maintenance

- Downtown Raised Planters
- Hanging Flower Baskets
- Train Station Beds
- Veterans Park
- Gazebo Park
- Southwest Corner of Main & Woodstock
- Six Miscellaneous Locations
- Brink Street Lot
- Main Street Parking Lot
- Beardsley Street Parking Lot
- Railroad Street Parking Lot
- Alexander Parking Lot
- Ellsworth Street Parking Lot
- Grant Street Parking Lot
- McCormick Park
- Virginia Street Flower Planters
- Downtown Light Poles (Cornstalks & Bows)
- Municipal Complex

Three Oaks Recreation Area

- Turf Fertilization/Weed Control
- Weekly Maintenance
- Turf Aeration
- Fall Tree Fertilization
- Flower Planter Maintenance
- Plant Beds/Tree Ring Management
- Flower Basket Maintenance

Route 14 Median/Parkway & Gateway Signs Maintenance

- Turf Mowing
- Bed Maintenance
- Spring Clean Up
- Fall Clean Up

Recommendation:

The Public Works Department have reviewed all bids received for completeness and accuracy in accordance with the invitation to bid package. City staff contacted Ryco's references and received favorable results. City staff visited Ryco's facility in Lake in the Hills to verify capacity. It is the recommendation of staff to award the contract for the City's Landscape, Mowing, and Maintenance Program to the lowest responsive and responsible bidder, Ryco Landscaping, in the submitted bid amounts with the option to extend the contract for two, one-year extensions.

Votes Required to Pass:

Simple Majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a three-year contract between the CITY OF CRYSTAL LAKE and Ryco Landscaping for the City's Landscape, Mowing, and Maintenance Program in the submitted bid amounts with the option to extend the contract for two, one-year extensions.

DATED this 6th day of March, 2018

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: March 6, 2018

APPROVED: March 6, 2018



Agenda Item No: 19

**City Council
Agenda Supplement**

Meeting Date: March 6, 2018

Item: Lift Stations #8, #13, #17, & #28 Generator Improvements

Staff Recommendation: Motion to award the bid for Lift Stations #8, #13, #17, & #28 Generator Improvements to the lowest responsible, responsive bidder, Ron Jones Electric, and adopt a resolution authorizing the City Manager to execute a contract with Ron Jones Electric in the submitted bid amount, allowing for a 10 percent contingency.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On February 28, 2018, the City of Crystal Lake publicly opened and read aloud the bids received for the Wastewater Division's Lift Stations Generator Improvements.

The breakdown of the bids received is as follows:

Bidder	Cost
√ Ron Jones Electric, South Elgin, IL	\$180,850
Carey Electric, McHenry, IL	\$259,870
Lyons and Pinner Electric Company, La Grange, IL	\$268,700
Associated Electrical Contractors LLC, Woodstock, IL	\$269,350

√ Indicates the lowest responsible and responsive bidder

The FY18 budget includes funding to install emergency generators and new transfer switches at several critical lift stations. The lift stations are:

- Lift Station #8 – 237 Lake Shore Dr.
- Lift Station #13 – 643 West Crystal Lake Ave.
- Lift Station #17 – 1345 Fair Oaks Ave.
- Lift Station #28 – 650 Pointe Dr.

Lift stations #8, #17 and #28 do not currently have emergency generators. Providing generators at these stations will keep these stations running during power outages and reduce the potential for

sanitary sewer backups into homes. The generator at Lift Station #13 is a 24 year-old (1994) diesel generator that is being replaced to improve reliability.

The new generators will be natural gas fired generators and will be approximately 3 feet wide, 4.5 feet tall and 8 feet long. Public Works staff is sending out letters to the adjacent residents informing them of the project and will be working with them to install landscape screening around the generators. Lift Station #8 is on Park District property and Public Works is coordinating the landscaping with them.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Ron Jones Electric was previously awarded the City's meter electrical contract and staff is satisfied with their services. Staff recommends to award the bid to the lowest responsive and responsible bidder, Ron Jones Electric, for lift station generator improvements in the bid amount of \$180,850 and allow for a 10 percent contingency.

Votes Required to Pass:

Simple Majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract for Lift Stations #8, #13, #17 and #28 Generator Improvements with Ron Jones Electric in the submitted bid amount, allowing for a 10 percent contingency.

DATED this 6th day of March, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: March 6, 2018

APPROVED: March 6, 2018



Agenda Item No: 20

**City Council
Agenda Supplement**

Meeting Date: March 6, 2018

Item: Municipal Complex Grounding and Bonding Project

Staff Recommendation: Motion to award the bid for the Municipal Complex Grounding and Bonding Project to the lowest responsible, responsive bidder, Ron Jones Electric, and adopt a resolution authorizing the City Manager to execute a contract with Ron Jones Electric in the submitted bid amount, allowing for a 10 percent contingency.

Staff Contact: Michael Magnuson, Director of Public Works
Greg Fettes, Director of IT

Background:

On February 28, 2018, the City of Crystal Lake publicly opened and read aloud the bids received for the Municipal Complex Grounding and Bonding Project.

The breakdown of the bids received is as follows:

Bidder	Cost
√ Ron Jones Electric South Elgin, IL	\$21,075.00
Newcastle Electric Inc. Itasca, IL	\$27,000.00
Carey Electrical McHenry, IL	\$37,600.00
Associated Electrical Contractors LLC Woodstock, IL	\$55,240.96

√ Indicates the lowest responsible and responsive bidder

The project includes installation of conduit and ground cable from the lower level water main area to the Emergency Operations Center IT Room, IT Server Room, Electrical/Equipment Room, Telephone Room, Fire/Rescue Department IT Room, and the overhead cable tray above the first floor drop ceiling. In addition, conduit and cable will run from the Public Works level to the Public Works/IT cabinet. The proper grounding and bonding of our technology and communications equipment provides

protection from various electrical issues that can arise which may cause serious damage and cause service interruptions.

Recommendation:

The Public Works and IT Departments have reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Staff recommends to award the bid to the lowest responsive and responsible bidder, Ron Jones Electric, for Municipal Complex Grounding and Bonding Project in the bid amount of \$21,075 and allow for a 10 percent contingency.

Votes Required to Pass:

Simple Majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract for Municipal Complex Grounding and Bonding Project with Ron Jones Electric., in the submitted bid amount, allowing for a 10 percent contingency.

DATED this 6th day of March, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

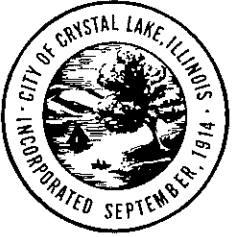
SEAL

ATTEST

CITY CLERK

PASSED: March 6, 2018

APPROVED: March 6, 2018



Agenda Item No: 21

**City Council
Agenda Supplement**

Meeting Date:

March 6, 2018

Item:

Consultant Selection Approval for the Rehabilitation of Water Treatment Plan #2

Staff Recommendation:

Motion to award the proposal for design and construction engineering services for the rehabilitation of Water Treatment Plan #2 to Baxter & Woodman, Inc. and adopt a resolution authorizing the City Manager to execute an agreement with Baxter & Woodman, Inc. in the amount of \$454,750 and approve changes in scope by 10 percent of the original price.

Staff Contact:

Michael Magnuson, Director of Public Works

Background:

Water Treatment Plant #2 was constructed in 1963 (54 years old), and is in need of significant upgrades to the electrical, mechanical and water treatment equipment. This project includes the replacement and relocation of the 2,400 volt electrical control panel away from water hazards. This project is identified in the City's Water System Master Plan report and is included in the current budget. This project is necessary to improve the reliability of this water plant and meet the supply demands of potable water to the City.

In order for the City to design this project, the City must engage a qualified engineering consultant to complete the design and construction engineering.

Consultant Selection Process

The City sent the Request for Qualifications & Proposal (RFQ&P) directly to qualified engineering firms and the City's standard advertising practices were followed. A pre-proposal meeting was held on December 18, 2017 and four companies attended. Qualifications and proposals were received from two companies on January 8, 2018 (summarized below). Public Works staff reviewed the proposals, conducted interviews and contacted project references. Copies of the proposals and interview material are attached.

Engineering Firm	Cost
Baxter & Woodman, Inc.	\$454,750
Engineering Enterprises, Inc.	\$469,801

Discussion:

Both firms meet the base qualifications and experience to undertake the proposed engineering tasks. Baxter & Woodman has agreed to be contractually responsible for design errors or omissions that result in change orders that cumulatively exceed 0.5% of the construction cost of the project. Staff has worked with both engineering firms in the past.

Recommendation:

Based on a review of the firm's proposals, qualifications, experience, interview and references, both engineering firms meet the minimum qualifications to perform the engineering services. The attached resolution recommends Baxter & Woodman, Inc. for the engineering services associated with this project.

Votes Required to Pass:

Simple majority of the City Council



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract with Baxter and Woodman, Inc. for design and construction engineering services for the rehabilitation of Water Treatment Plan #2 in the amount of \$454,750 and approve changes in scope by 10 percent of the original price.

DATED this 6th day of March, 2018.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: March 6, 2018
APPROVED: March 6, 2018