



CITY OF CRYSTAL LAKE
AGENDA

CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
November 3, 2015
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – October 20, 2015 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**
 - a. **Justin Schroeder Memorial Foundation Class 16 Temporary Liquor License request.**
 - b. **Crystal Lake Park District Class 16 Temporary Liquor License requests.**
10. **125 Mayfield Avenue-Simplified Residential Variations from minimum front yard setback, to allow a 3.6 foot encroachment and to allow 53% impervious surface lot coverage.**
11. **McHenry County Gun Show/Holiday Inn - Temporary Use Permit request for a Special Promotion.**
12. **Insite RE Inc./Verizon Wireless-Exchange Drive-Special Use Permit for a wireless communications antenna to be mounted on a City utility pole.**
13. **Verizon Small Cell Lease Agreement.**
14. **Bid award and resolution authorizing a purchase agreement with Viking Chemical for Liquid Chlorine and Carus Corporation for Ortho Poly Phosphate and Liquid Hydrofluorosilicic Acid.**
15. **Discussion Only-Ordinance amending City Code Chapter 595: Stormwater Management.**

- 16. Council Inquiries and Requests.**
- 17. 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.**
- 18. Reconvene to Regular Session.**
- 19. Adjourn.**

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



Agenda Item No: 9a.

**City Council
Agenda Supplement**

Meeting Date: November 3, 2015

Item: Temporary Liquor License – Justin Schroeder Memorial Foundation

Staff Recommendation: Motion to approve issuance of a Class “16” Temporary Liquor License to the Justin Schroeder Memorial Foundation

Staff Contact: Eric T. Helm, Deputy City Manager

Background:

The City has received a request from the Justin Schroeder Memorial Foundation for the issuance of a Class “16” Temporary Liquor License in order to sell beer and wine at the Foundation’s annual fundraiser to be held at St. Elizabeth Ann Seton’s Community Center, located at 1023 McHenry Avenue, on November 14, 2015 from 6:00 p.m. to 11:00 p.m. The funds raised during this event will be used to fund two scholarship programs administered by the foundation. The first program is designated for a graduating senior at Crystal Lake South High School. The second is available to any qualifying McHenry County student who attends Marquette University to study engineering. These scholarship programs were established to honor the memory of Cathy and Kevin Schroeder’s son, Justin, who was a student at both Crystal Lake South High School and Marquette University.

Section 329-5-P of the City Code permits the issuance of a Class “16” Temporary Liquor License for the retail sale of beer and wine for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three (3) days, and shall be issued only for special events sponsored by the not-for-profit corporation requesting the license.

Attached for City Council review is a copy of all support documentation regarding this request.

Votes Required to Pass:

Simple majority



Agenda Item No: 9b.

**City Council
Agenda Supplement**

Meeting Date:

November 3, 2015

Item:

Class 16 Temporary Liquor License Requests –
Crystal Lake Park District

Staff Recommendation:

Motion to approve issuance of two (2) Class 16 Temporary Liquor Licenses to the Crystal Lake Park District for the Park District's Chili Open Golf Classic and the Inaugural Pond Hockey Tournament.

Staff Contact:

Eric Helm, Deputy City Manager

Background:

The City has received a request from the Crystal Lake Park District for issuance of Temporary Liquor Licenses for the Park District's Chili Open Golf Classic on January 9th from 8:00 a.m. to 5:00 p.m. & Inaugural Pond Hockey Tournament on February 20th from 8:00 a.m. to 5:00 p.m. The Park District is requesting two Class 16 Temporary Liquor Licenses for the scheduled events.

Section 329-5-P of the City Code - Class "16" Temporary Liquor License - authorizes the retail sale of beer and wine for consumption upon the premises specified in the license where sold for a period not to exceed three (3) days for special events sponsored by a not-for-profit organization.

The Park District has submitted the requisite application forms, certificates of insurance and fees for the two Class 16 Temporary Liquor Licenses.

Votes Required to Pass:

Simple majority



Agenda Item No: 10

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	November 3, 2015
<u>Item:</u>	Carrigan – 125 Mayfield Avenue
<u>Request:</u>	Simplified Residential Variations from: 1) Article 3-200(A)(4) and 7-200(B), minimum front yard setback, to allow a 3.6-foot encroachment, and 2) Article 3-200(A)(4), impervious surface coverage, to allow 53% impervious surface lot coverage.
<u>Petitioner:</u>	James Carrigan, petitioner
<u>PZC Recommendation:</u>	To approve the PZC recommendations and adopt an ordinance granting the variations from the minimum front yard setback and impervious surface coverage, for a front porch at 125 Mayfield Avenue.
<u>Staff Contact:</u>	James Richter II, Planning and Economic Development Manager

Background:

- **Existing Use:** The property is currently improved with a single-family home. The existing front porch is 4.7 feet by 4.1 feet. The property is improved with two driveways, both are currently paved.
- **Background:** The petitioner would like to expand the front porch. The existing impervious surface lot coverage is 50%. The petitioner is proposing to remove a portion of the southern driveway to lessen the impervious surface coverage. The proposed front porch would increase the impervious surface lot coverage to 53% (the removal of a portion of the driveway is included in the calculation) and would encroach 3.6 feet on the front yard setback.

Key Factors:

- **Request:** The petitioner is requesting a variation to allow 53% impervious surface lot coverage and a 3.6-foot encroachment into the 26-foot front yard setback for a proposed front porch.
- **UDO Standard:** The maximum impervious surface coverage for the R-2 zoning district is 50%. The minimum front yard setback for an established neighborhood and nonconforming lot is the average existing front yard setback of the dwellings on the two closest lots, which

is 26 feet. The proposed porch addition would be setback 22.4 feet from the front property line.

PZC Highlights:

- The PZC agreed that the hardships include the lot size, the layout of the neighborhood, and the setbacks of the two closest dwellings.
- The PZC felt that the Findings of Fact had been met.

The PZC recommended **approval (5-0)** 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 (Carrigan, received 09/25/15)
 - B. Survey (Carrigan, received 10/07/15)
2. The proposed front porch shall be constructed with complementary building materials to the principal structure.
3. The 9-foot wide portion of the south driveway extending from the porch to the edge of pavement shall be removed prior to the completion of the front porch.
4. ~~Remove the south driveway and approach and restore the area as grass to eliminate the impervious surface coverage variation. (Removed by the PZC)~~
5. The petitioner shall address all of the review comments and requirements of the Police, Fire Rescue and Community Development Departments.

Votes Required to Pass:

A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

**AN ORDINANCE GRANTING VARIATIONS
AT 125 MAYFIELD AVENUE**

WHEREAS, pursuant to the terms of the Application (File #2015-51) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of Simplified Residential Variations to allow a new front porch that does not meet the following: A. Article 3-200(A)(4) and 7-200(B), minimum (averaged) front yard setback of 26 feet, to allow a 3.6-foot encroachment, and B. Article 3-200(A)(4), impervious surface coverage, to allow 53% impervious surface lot coverage; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 6, 2015 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 21, 2015 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Simplified Residential Variations; and

WHEREAS, on October 21, 2015, 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 Simplified Residential Variations be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2015-51, dated as of October 22, 2015; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Variations be granted as requested in said Application.

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

SECTION I: That Variations be granted from the Crystal Lake Unified Development Ordinance to allow a new front porch that does not meet the following: A. Article 3-200(A)(4) and 7-200(B), minimum (averaged) front yard setback of 26 feet, to allow a 3.6-foot encroachment, and B. Article 3-200(A)(4) impervious surface coverage, to allow 53% impervious surface lot coverage

at the property at 125 Mayfield Avenue (18-01-204-005), Crystal Lake, Illinois.

SECTION II: That the Variations be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Carrigan, received 09/25/15)

B. Survey (Carrigan, received 10/07/15)

2. The proposed front porch shall be constructed with complementary building materials to the principal structure.
3. The 9-foot wide portion of the south driveway extending from the porch to the edge of pavement shall be removed prior to the completion of the front porch.
4. The petitioner shall address all of the review comments and requirements of the Police, Fire Rescue and Community Development 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 granting of the Simplified Residential Variations 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 _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date:

November 3, 2015

Item:

McHenry County Gun Show/Holiday Inn - Temporary Use Permit request for a Special Promotion (gun shows).

Recommendation:

Motion to approve the Temporary Use Permit, pursuant to the recommendations listed below.

Staff Contact:

James Richter II, Planning & Economic Development Manager

Background: D & J Guns is requesting a Temporary Use Permit to allow a Special Promotion to hold a series of gun shows (selling and trading of accessories and firearms) at the Holiday Inn, 800 S. Route 31, on Sunday, January 17, 2016, February 21, 2016, March 20, 2016, April 17, 2016, May 15, 2016, September 18, 2016, October 16, 2016, November 20, 2016, and December 18, 2016. The original zoning approval for the Holiday Inn does not include hosting these events. The applicant received a TUP approval for the past five years to hold gun shows at the Holiday Inn. The layout of the show and procedures will be the same as previous shows. There were no issues arising from these events.

The applicant has submitted a permit to the Illinois State Police pursuant to 720 ILCS 5/24-3(a)(g) and 430 ILCS 65/2(b)(8) for the above-referenced dates (copy of the application is attached). All residents of the State of Illinois are subject to the provisions in the Illinois Criminal Code and the Illinois Firearm Owners Identification Card Act (mandatory waiting period for acquiring firearms). Those same provisions do not cover out-of-state purchasers.

The Unified Development Ordinance (UDO) allows special promotions for not more than 72 consecutive hours per calendar month and not more than 4 promotions each calendar year.

If the request is approved, the following conditions are recommended:

1. The Temporary Use Permit shall be valid on Sunday, January 17, 2016, February 21, 2016, March 20, 2016, April 17, 2016, May 15, 2016, September 18, 2016, October 16, 2016, November 20, 2016, and December 18, 2016.
2. The approval letter from the Illinois State Police is required prior to the first gun show.
3. All exits must be unobstructed.
4. A firearms inspection area must be separate from the main entry.

5. An unloading barrel or bullet trap must be set up for the clearing of all firearms entering the event, preferably near the main entrance but at a safe distance from the public walkway.
6. Schedule a meeting with the Fire Prevention Bureau (815-359-3640 ext. 4137) and Police Department at least 1 week prior to the first event. Contact the Police Department and Fire Prevention Bureau to schedule a time for inspection of the room setup prior to the event.
7. The event must be staffed with either licensed private security, or by Crystal Lake police officer(s).

The applicant has been made aware of these recommended conditions and will be attending the November 3, 2015 City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 12

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	November 3, 2015
<u>Item:</u>	Insite RE Inc./Verizon Wireless – Exchange Drive
<u>Request:</u>	A Special Use Permit for a wireless communications antenna to be mounted on a City utility pole.
<u>Petitioner:</u>	Insite RE Inc./Verizon Wireless
<u>PZC Recommendation:</u>	To approve the PZC recommendations and adopt an ordinance granting a Special Use Permit for a wireless communications antenna to be mounted on a city utility pole at Exchange Drive.
<u>Staff Contact:</u>	James Richter II, Planning and Economic Development Manager

Background:

- Existing Use: The proposed location of the wireless communication antenna is in the city right-of-way, near the Pingree Road Metra Station. Currently, there are no structures within the right-of-way.
- Background: The petitioner is proposing to locate a wireless communication antenna on a city utility pole. The timber utility pole with the tornado siren mounted on the top would have a height of 52.17 feet.

Key Factors:

- Request: The petitioner is requesting a special use permit for a wireless communications antenna.
- UDO Standard: A special use permit is required for wireless communication antennas. There are a number of required special use permit criteria specific to wireless communication towers with a few that are applicable to antennas.

PZC Highlights:

- The PZC agreed that a number of the special use permit criteria did not apply to this request.
- The PZC felt that the Findings of Fact had been met.

The PZC recommended **approval (5-0)** 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 (Insite RE, Inc., dated 09/28/15, received 09/30/15)
 - B. FCC License Reference Copy (received 09/30/15)
 - C. Plan Set (Terra Consulting Group, dated 08/11/15, received 09/30/15)
 - D. Structural Engineer letter/analysis (Hutter Trankina Engineering, dated 09/21/15, received 09/30/15)
 - E. State of Illinois-Illinois Commerce Commission Certificate (dated 01/20/1988, received 09/30/15)
 - F. Affidavit (Insite RE, Inc., dated 09/29/15, received 09/30/15)
2. No additional structures outside of what has been submitted in this application are allowed on this city utility pole.
3. The pole shall not be artificially lighted, unless required by the FAA or other applicable authority.
4. No commercial advertising shall be allowed on the pole or its related facilities.
5. An independent evaluation shall be conducted by a radio communications company (communications engineer) to confirm the Affidavit statement that the proposed antenna does not interfere with equipment operated by the City of Crystal Lake.
6. Tornado Siren Pole and Charles Cube-HPSC must be located between the existing sidewalk and storm sewer.
7. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works, Fire and Police Departments.

Votes Required to Pass:

A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AT THE WEST ENTRANCE OF THE METRA STATION
AND EXCHANGE DRIVE (42.23367, -88.30142)

WHEREAS, pursuant to the terms of a Petition (File #2015-52) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit to allow a wireless communication antenna to be mounted on a city utility pole located at west entrance of the Metra Station and Exchange Drive (42.23367, -88.30142); and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 6, 2015 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 21, 2015 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on October 21, 2015, 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 #2015-52, dated as of October 22, 2015; and

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

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 be issued to allow a wireless communication antenna to be mounted on a city utility pole located at west entrance of the Metra Station and Exchange Drive (42.23367, -88.30142) Crystal Lake, Illinois.

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

- A. Application (Insite RE, Inc., dated 09/28/15, received 09/30/15)
- B. FCC License Reference Copy (received 09/30/15)
- C. Plan Set (Terra Consulting Group, dated 08/11/15, received 09/30/15)

- D. Structural Engineer letter/analysis (Hutter Trankina Engineering, dated 09/21/15, received 09/30/15)
- E. State of Illinois-Illinois Commerce Commission Certificate (dated 01/20/1988, received 09/30/15)
- F. Affidavit (Insite RE, Inc., dated 09/29/15, received 09/30/15)

- 2. No additional structures outside of what has been submitted in this application are allowed on this city utility pole.
- 3. The pole shall not be artificially lighted, unless required by the FAA or other applicable authority.
- 4. No commercial advertising shall be allowed on the pole or its related facilities.
- 5. An independent evaluation shall be conducted by a radio communications company (communications engineer) to confirm the Affidavit statement that the proposed antenna does not interfere with equipment operated by the City of Crystal Lake.
- 6. Tornado Siren Pole and Charles Cube-HPSC must be located between the existing sidewalk and storm sewer.
- 7. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works, Fire and Police 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 _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date:

November 3, 2015

Item:

Verizon Small Cell Lease Agreement

Recommendation:

Motion to approve a license agreement with Chicago SMSA Limited Partnership (d/b/a Verizon Wireless) for the installation of small cell antennas and adopt a resolution authorizing the City Manager to execute the license agreement between the City of Crystal Lake and Chicago SMSA Limited Partnership, d/b/a Verizon Wireless.

Staff Contact:

George J. Koczvara, Director of Finance

Background:

The rapidly expanding use of cellular technology to provide digital data connection for smart phones and other mobile devices has placed a growing demand on cellular networks. Cellular carriers are supplementing their traditional approach to provision of service (placing large, wide range equipment on specialized cell antennas or municipal water towers) with the installation of small antennas on municipal-owned light poles to reach "dead zones" where the demand for service exceeds capacity. This new technology provides a means to enhance service in areas where a tower installation might be costly and obtrusive.

Municipalities all over the Chicago suburbs have been approached by cellular carriers requesting to install small cell antennas on municipal-owned poles in the public right of way. Two recent approvals have included the Village of Hoffman Estates and the City of St. Charles.

Small cell antennas are not an alternative to traditional antenna installations, but rather a supplement to the existing network. They are mounted to existing utility or light poles, addressing local connectivity needs, saving the provider the cost of constructing new facilities and protecting the community from large obtrusive towers.

Verizon Wireless is the first carrier to approach the City of Crystal Lake about installing these devices. The attached agreement would allow the installation of a small cell site on a City-owned tornado siren pole near the Pingree Road train station. The annual rent for the first year would be \$3,000 with a 2% escalator for each subsequent year. This annual rate is consistent with the rates approved in Hoffman Estates and St. Charles.

Verizon is looking to supplement its service at the train station during peak demand times. The location of this first installation does not have an available light pole. Instead, Verizon has agreed to reimburse the City for the installation of an additional outdoor warning siren structure including all equipment. Once installed, Verizon will collocate onto this structure. The additional outdoor warning siren will supplement the City's other 15 outdoor warning sirens. Attached are the construction drawings for the proposed location. Installations generally include a small antenna mounted on the pole and a cabinet mounted towards the bottom of the pole or placed on the ground. Designs vary depending on the existing electrical services at the pole and the amount of service the antenna is intended to provide.



1 AERIAL LOCATION SCALE 1"=10'



2 EXHIBIT PHOTO OF POLE SCALE 1"=10'

RECOMMENDATION:

It is staff's recommendation to approve the attached agreement with Verizon Wireless to allow for the installation of small cell antenna.

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 be and he is hereby authorized and directed to execute the lease agreement between the City of Crystal Lake and Chicago SMSA Limited Partnership, d/b/a Verizon Wireless for the installation of small cell antenna in the right-of-way on Exchange Dr.

DATED this 3rd day of November, 2015

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: November 3, 2015
APPROVED: November 3, 2015



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date:

November 3, 2015

Item:

Bid award for Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate

Staff Recommendation:

Motion to award the bid to the lowest responsive and responsible bidder for Liquid Chlorine to Viking Chemical; Liquid Hydrofluorosilicic Acid and Ortho Poly Phosphate to Carus Corporation; and adopt a resolution authorizing the City Manager to execute a one-year purchase agreement for Liquid Chlorine with Viking Chemical, and execute a one-year purchase agreement with the option of a second year for Liquid Hydrofluorosilicic Acid and Ortho Poly Phosphate with Carus Corporation in the submitted bid amounts.

Staff Contact:

Victor Ramirez P.E., Director of Public Works

Background:

On October 27, 2015, the City of Crystal Lake publicly opened and read aloud the bids received for the provision of Liquid Chlorine, Liquid Hydrofluorosilicic Acid, and Ortho Poly Phosphate. These chemicals are used at the City's five water treatment plants to comply with drinking water standards.

All three chemicals were bid together in an effort to achieve the lowest possible price. The following is a breakdown of the bids received:

Bidder	2016 Liquid Chlorine (150 lb Cylinder)	2017 Liquid Chlorine (150 lb Cylinder)	2016 Liquid Hydroflu rosilicic Acid (Gallon)	2017 Liquid Hydroflu rosilicic Acid (Gallon)	2016 Ortho/Pol y Blended Phosphate (Gallon)	2017 Ortho/Pol y Blended Phosphate (Gallon)
√ Viking Chemical Rockford, IL	\$41.00	No Bid	\$3.28	No Bid	\$4.91	No Bid
Alexander Chemical Corp. Downers Grove, IL	\$42.90	\$43.70	No Bid	No Bid	No Bid	No Bid
√ Carus Corp. Peru, IL	No Bid	No Bid	\$3.027	\$3.027	\$4.674	\$4.674
Shannon Chemical Malvern, PA	No Bid	No Bid	\$5.57	\$5.57	\$8.87	\$8.87

√ Indicates recommended lowest responsible, responsive bidder.

Companies may submit a "No Bid" if they do not bid all three of the commodities requested.

Discussion:

Viking Chemical submitted the lowest bid price for Liquid Chlorine while Carus Corporation submitted the lowest bid for Liquid Hydrofluorosilicic and Ortho/Poly Blended Phosphate. Due to the high cost of the Liquid Chlorine bid in 2017, the City will re-bid this chemical in 2016. The delivery of these chemicals will begin in 2016.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is staff's recommendation to award a one-year purchase agreement for Liquid Chlorine with Viking Chemical and a one-year purchase agreement with an option for a second year for Liquid Hydrofluorosilicic Acid and Ortho Poly Phosphate with Carus Corporation, in the submitted bid amounts.

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 one-year purchase agreement for Liquid Chlorine with Viking Chemical and a one-year purchase agreement with an optional second year for Liquid Hydrofluosilicic Acid and Ortho Poly Phosphate with Carus Corporation, in the submitted bid amounts.

DATED this 3rd day of November, 2015.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: November 3, 2015
APPROVED: November 3, 2015



Agenda Item No: 15

City Council Agenda Supplement

<u>Meeting Date:</u>	November 3, 2015
<u>Item:</u>	Ordinance Amending City Code Chapter 595: Stormwater Management
<u>Staff Recommendation:</u>	Discussion Only
<u>Staff Contact:</u>	Abigail Wilgreen, City Engineer

Background:

The McHenry County Stormwater Management Ordinance (SMO) was adopted in 2004 to minimize the effect of development on stormwater runoff throughout the County. Since 2005, the City has been certified by McHenry County to enforce the Stormwater Management Ordinance. As a certified community under the McHenry County Stormwater Management Ordinance (SMO), the City can regulate development under its own Crystal Lake Stormwater Ordinance (CLSO). One of the requirements to remain a certified community is that the City must maintain a stormwater ordinance that is at least as restrictive as the County's SMO. The City adopted its current ordinance at the end of 2004, and it took effect on January 1, 2005. The current CLSO is based largely on and is very similar to the previous SMO. Over the years amendments to the CLSO and SMO have been approved by City Council and McHenry County, respectively.

Comprehensive Review and Revision of the Stormwater Management Ordinance

In 2013, McHenry County initiated a comprehensive review and revision of the SMO. The primary objectives of the review included:

- Correcting inconsistencies in terms, definitions, and regulatory standards;
- Streamlining the permit submittal and review requirements;
- Reducing the regulatory burden with respect to floodplain and wetland standards; and
- Promoting consistency with State and Federal regulations.

After 6 stakeholder meetings, 3 public hearings, and 678 comments, the amendments to the SMO were adopted by McHenry County on December 1, 2014. The updated SMO is easier to understand, more user-friendly, removes uncertainties, and follows other regulatory agency requirements.

Crystal Lake Watershed Regulations

The City of Crystal Lake will continue to regulate development within the corporate boundary and Crystal Lake Watershed in accordance with the Crystal Lake Watershed Design Manual (CLWDM). The revised SMO includes the CLWDM specific requirements for any regulated development that hydrologically disturbs more than 20,000 square feet of land within the Crystal Lake Watershed outside of the City corporate limits. This regulated development as outlined in the SMO is not required to follow the entire CLWDM but shall:

- Incorporate runoff volume reduction practices to infiltrate, evaporate, or transpire at least 95 percent of the annual stormwater runoff volume from hydrologically disturbed areas;
- Perform an evaluation of the development site and field testing practices in accordance with the watershed design manual; and
- Design the development site in accordance with the pretreatment design, wet basins, wetland basins and bio-retention facility as well as soil erosion and sediment control.

Crystal Lake Stormwater Ordinance Revisions

Staff and the City's stormwater consultant agree with the adopted changes to the SMO and recommend modification of the CLSO to reflect the revised SMO. However, there are areas of the SMO that do not incorporate more detail or stricter amendments that were previously approved and included in the current CLSO that should remain in the amended CLSO. These amendments provide protection to the City's residents and the natural environment while not being overly burdensome for development. The following have been added into the amended CLSO. A copy of the proposed revisions within the revised SMO is attached.

- Any development that changes the direction of stormwater or that could potentially result in an adverse drainage impact on an adjacent or downstream property (as determined by the enforcement officer) shall be considered regulated development or require detention even if project has less than 20,000 square feet of new impervious area. This provides a greater level of protection for the residents and businesses. (Article II.B and Article VI.B.5.a.3)
- Strongly encourage applicants of major development, watershed area specific development, and flood hazard area development to schedule a pre-application meeting. Staff has found projects which meet early in the process move quicker as the engineer has a better understanding of the requirements. (Article IV.D)
- Additional guidance is outlined regarding infiltration facilities such as providing infiltration testing requirements and allowing the use of column drains to assist with the design. Also added are distance requirements to keep any structures (drywells, column drains, etc) which directly infiltrate water into the ground away from water supply wells (private and public) and building foundations to ensure stormwater does not negatively affect any drinking water or buildings. (Article VI.B.5.d.5)
- Additional water quality treatment guidelines are outlined to ensure the quality of the City's groundwater is maintained for any increased stormwater runoff to provide an additional level of protection for the environment. (Article VI.B.7)
- Inclusion of the entire Crystal Lake Watershed Design Manual and Crystal Lake Watershed Stormwater Management Program Implementation Plan to development within the Crystal Lake Watershed within the City corporate limits. (Article VI.B.8)
- Inclusion of the State Floodway Rules so that the City may continue to issue floodway construction permits in accordance with their delegated status with the Illinois

Department of Natural Resources – Office of Water Resources (IDNR-OWR). (Article VI.C.9)

- Removal of the ability for elevation by crawl space, piles, stilts, walls, etc for buildings within the floodplain per previous CLSO amendments approved by City Council in 2010. This removes long term issues such as excessive mosquito breeding, mold issues, and potential damage to the residential structure. (Article VI.11.Table 5 and Article VI.11.b.2)
- Substantial damage as related to activity on a building within the floodplain shall be considered for 10 years to bolster City's Community Rating System ranking which reduces flood insurance premiums for City residents. (Definitions)

Future Ordinance Revisions

McHenry County will be performing an annual review of the SMO. Any of the future amendments will be presented to the City Council. One amendment that is currently on the list is to update the watershed map exhibit to include the limits of the Crystal Lake Watershed.

Ordinance Amendment

If the stormwater management ordinance is not amended, then the City will lose its ability to enforce the stormwater ordinance, which would result in all stormwater regulation being handled by the County. The proposed amendments have been reviewed by the McHenry County State's Attorney's Office, IDNR, and FEMA. The City's special counsel has reviewed the proposed changes to the SMO that would be incorporated into the CLSO. Staff recommends approval of the ordinance amendments with the ordinance being effective on December 1, 2015.

Votes Required to Pass:

Simple majority