



**CITY OF CRYSTAL LAKE**  
**AGENDA**

**CITY COUNCIL**  
**REGULAR MEETING**

City of Crystal Lake  
100 West Woodstock Street, Crystal Lake, IL  
City Council Chambers  
December 1, 2015  
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Recognition of Councilman Jeffrey T. Thorsen**
5. **Administration of Oath of Office**
  - a. **Swearing in Ceremony for newly promoted Deputy Chief of Police Thomas Kotlowski, Police Commander Ronald Joseph Jr., Sergeant Mark Szumanski, and Fire Rescue Lieutenant Christopher Bedore.**
6. **Approval of Minutes – November 17, 2015 Regular City Council Meeting**
7. **Accounts Payable**
8. **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.*
9. **Mayor's Report**
10. **City Council Reports**
11. **Consent Agenda**
  - a. **Abatement Ordinance - Taxable General Obligation Bond, Series 2009**
  - b. **Abatement Ordinance - General Obligation Refunding Bonds, Series 2009C**
  - c. **Abatement Ordinance - General Obligation Bonds, Series 2012**
  - d. **Abatement Ordinance - General Obligation Bonds, Series 2013A**
  - e. **Abatement Ordinance – General Obligation Refunding Bonds, Series 2014**
  - f. **Abatement Ordinance – Special Service Area No. 43, Crystal Heights Subdivision.**
  - g. **Abatement Ordinance – Special Service Area No. 44, Tracy Trail Subdivision.**
  - h. **TLS Veterans Class 19 Temporary Liquor License request.**
  - i. **Glacier Ridge Elementary School – Request to close Village Road between Moorland Drive and Driftwood Lane and Kingsgate Lane at Village Road for the “Glacier Ridge Run” on May 22, 2016.**

**j. Release of Non-General Fund Revenues Payable to Local Governments Resolution.**

12. **5625 Northwest Highway-M'Lady Nissan-Temporary Use Permit for temporary storage of vehicles.**
13. **6521 Commercial Road-Central States Tower/Verizon Wireless-Special Use Permit for a wireless communications tower, and variation to allow a monopole tower to be setback less than 110% of the height of the tower from all property lines.**
14. **4201 Doty Road-County Zoning Request.**
15. **Zoning Approval Extensions-one year extension to the plat of subdivision and PUD zoning approvals.**
16. **City of Crystal Lake and the Village of Lakewood Agreement for Fire Rescue Services and an amendment to the intergovernmental agreement for sanitary sewage treatment and roadway maintenance and repair between the City of Crystal Lake and the Village of Lakewood.**
17. **Bid award and resolution authorizing the execution of a service agreement with Landscape Concepts Management for Tree Pruning Services.**
18. **Property Tax Levy Ordinance / Truth in Taxation Public Hearing.**
19. **Council Inquiries and Requests.**
20. **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, Executive Session Minutes and personnel.**
21. **Reconvene to Regular Session.**
22. **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: 11a**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

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**Item:** Taxable General Obligation Bond, Series 2009 Abatement

**Staff Recommendation:** Motion to adopt the Abatement Ordinance for the 2009A and 2009B Taxable General Obligation Bond Issue

**Staff Contact:** George Koczvara, Director of Finance  
Laura Herrig, Assistant Finance Director

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**Background:**

In 2009, Taxable General Obligation Bonds were issued to provide for funding of construction of public improvements associated with the Three Oaks Recreation Area project and various water and sewer system improvements. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation.

In the case of the Three Oaks Recreation Area project, home rule sales tax and incremental TIF property taxes, if available, will be transferred from time to time to the Bond Fund and utilized to abate the pledged taxes. Water and sewer user fees are utilized to pay capital improvement costs.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues will meet expectations, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue. The City attorney has reviewed the attached ordinance.

**Votes Required to Pass:**

Simple majority

**DRAFT**



ORDINANCE NUMBER \_\_\_\_\_  
File No. \_\_\_\_\_

ORDINANCE abating the tax heretofore levied for the Year 2015 to pay the principal and interest on \$17,435,000 Taxable General Obligation Bonds, Series 2009 of the City of Crystal Lake, McHenry County, Illinois

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WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 15<sup>th</sup> day of September, 2009 (the "Ordinance"), did provide for the issue of \$17,435,000 Taxable General Obligation Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 14 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2017; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2015 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2015 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry,

Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2015 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Passed by the Corporate Authorities on \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_

MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_

CITY CLERK

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:30 o'clock p.m., on the 1<sup>st</sup> day of December, 2015.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: \_\_\_\_\_

\_\_\_\_\_

The following were absent from the meeting: \_\_\_\_\_

\_\_\_\_\_

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2015 to pay the principal of and interest on the \$17,435,000 Taxable General Obligation Bonds, Series 2009 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember \_\_\_\_\_ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF MCHENRY    )

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 1<sup>st</sup> day of December, 2015, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the year 2015  
to pay the principal of and interest on \$17,435,000 Taxable General Obligation  
Bonds, Series 2009 of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 1<sup>st</sup> day of December, 2015.

\_\_\_\_\_  
CITY CLERK

(SEAL)



**Agenda Item No: 11b**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

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**Item:** General Obligation Refunding Bonds, Series 2009C  
Abatement

**Staff Recommendation:** Motion to adopt the Abatement Ordinance for the 2009C  
General Obligation Refunding Bond Issue

**Staff Contact:** George Koczwar, Director of Finance  
Laura Herrig, Assistant Finance Director

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**Background:**

In 2009, General Obligation Refunding Bonds were issued to provide for the refunding of Series 1998 General Obligation Bonds, (originally issued to provide financing for the Municipal Complex expansion and to provide for the replacement of water and sewer mains), realizing net debt service savings from the refunding. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Funds to pay debt associated with the 1998 expansion of the Municipal Complex will come from General Fund revenues. Water and Sewer user fees are utilized to repay water and sewer improvement costs.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue. The City attorney has reviewed the attached ordinance.

**Votes Required to Pass:**

Simple majority



DRAFT



ORDINANCE NUMBER \_\_\_\_\_  
File No. \_\_\_\_\_

ORDINANCE abating the tax heretofore levied for the Year 2015 to pay the principal and interest on \$4,675,000 General Obligation Refunding Bonds, Series 2009C of the City of Crystal Lake, McHenry County, Illinois

\* \* \*

~~WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of~~  
Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 15<sup>th</sup> day of September, 2009 (the "Ordinance"), did provide for the issue of \$4,675,000 General Obligation Refunding Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 13 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2017; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2015 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2015 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2015 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Passed by the Corporate Authorities on \_\_\_\_\_

Approved \_\_\_\_\_

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MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

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CITY CLERK

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:30 o'clock p.m., on the 1<sup>st</sup> day of December, 2015.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: \_\_\_\_\_

The following were absent from the meeting: \_\_\_\_\_

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2015 to pay the principal of and interest on the \$4,675,000 General Obligation Refunding Bonds, Series 2009C of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember \_\_\_\_\_ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF MCHENRY    )

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 1<sup>st</sup> day of December, 2015, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the year 2015  
to pay the principal of and interest on \$4,675,000 General Obligation Refunding  
Bonds, Series 2009C of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 1<sup>st</sup> day of December, 2015.

\_\_\_\_\_  
CITY CLERK

(SEAL)



**Agenda Item No: 11c**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

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**Item:** General Obligation Bonds, Series 2012 Abatement

**Staff Recommendation:** Motion to adopt the Abatement Ordinance for the 2012  
General Obligation Bond Issue

**Staff Contact:** George Koczwar, Director of Finance  
Laura Herrig, Assistant Finance Director

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**Background:**

In 2012, General Obligation Bonds were issued to finance the cost of Wastewater Treatment Plant improvements, Water Plant upgrades, water and sewer main replacements and to provide for the refunding of Series 2004 General Obligation Bonds, originally issued to provide financing for the Southeast Emergency Communications Center (SEECOM), construction of water and sanitary sewer mains along with related road construction in the area of the Crystal Heights Subdivision (SSA #43), and to provide for various water and sewer projects, realizing net debt service savings from the refunding.

At the time these 2012 bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees will be used to repay water and sewer improvement costs. The portion associated with SEECOM will be repaid from contributions from SEECOM's participating agencies. In the case of the Crystal Heights water and sewer project, Crystal Heights SSA #43 participants will cover their annual debt obligation.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

**Votes Required to Pass:**

Simple majority

DRAFT



ORDINANCE NUMBER \_\_\_\_\_  
File No. \_\_\_\_\_

ORDINANCE abating the tax heretofore levied for the Year 2015 to pay the principal and interest on \$9,235,000 General Obligation Bonds, Series 2012 of the City of Crystal Lake, McHenry County, Illinois

\* \* \*

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 18<sup>th</sup> day of September, 2012 (the "Ordinance"), did provide for the issue of \$9,235,000 General Obligation Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 16 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2017; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2015 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2015 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2015 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Passed by the Corporate Authorities on \_\_\_\_\_

Approved \_\_\_\_\_

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MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:30 o'clock p.m., on the 1<sup>st</sup> day of December, 2015.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: \_\_\_\_\_

\_\_\_\_\_

The following were absent from the meeting: \_\_\_\_\_

\_\_\_\_\_

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2015 to pay the principal of and interest on the \$9,235,000 General Obligation Bonds, Series 2012 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember \_\_\_\_\_ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK



STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF MCHENRY    )

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 1<sup>st</sup> day of December, 2015, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the year 2015  
to pay the principal of and interest on \$9,235,000 General Obligation  
Bonds, Series 2012 of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 1<sup>st</sup> day of December, 2015.

\_\_\_\_\_  
CITY CLERK

(SEAL)



**Agenda Item No: 11d**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

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**Item:** General Obligation Bonds, Series 2013A Abatement

**Staff Recommendation:** Motion to adopt the Abatement Ordinance for the 2013A  
General Obligation Bond Issue

**Staff Contact:** George Koczwar, Director of Finance  
Laura Herrig, Assistant Finance Director

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**Background:**

In 2013, General Obligation Bonds were issued to finance the cost of Wastewater Treatment Plant improvements, waterworks, sewerage, and wastewater system improvements and pay certain costs associated with the issuance of the Bonds. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees shall be used to repay costs for water and sewer improvements.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

**Votes Required to Pass:**

Simple majority

DRAFT



ORDINANCE NUMBER \_\_\_\_\_  
File No. \_\_\_\_\_

ORDINANCE abating the tax heretofore levied for the Year 2015 to pay the principal and interest on \$9,465,000 General Obligation Bonds, Series 2013A of the City of Crystal Lake, McHenry County, Illinois

\* \* \*

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 18<sup>th</sup> day of June, 2013 (the "Ordinance"), did provide for the issue of \$9,465,000 General Obligation Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 15 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2017; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2015 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2015 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2015 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Passed by the Corporate Authorities on \_\_\_\_\_

Approved \_\_\_\_\_

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MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

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CITY CLERK

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:30 o'clock p.m., on the 1<sup>st</sup> day of December, 2015.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: \_\_\_\_\_

\_\_\_\_\_.

The following were absent from the meeting: \_\_\_\_\_

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2015 to pay the principal of and interest on the \$9,465,000 General Obligation Bonds, Series 2013A of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember \_\_\_\_\_ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF MCHENRY    )

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 1<sup>st</sup> day of December, 2015, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the year 2015  
to pay the principal of and interest on \$9,465,000 General Obligation  
Bonds, Series 2013A of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 1<sup>st</sup> day of December, 2015.

\_\_\_\_\_  
CITY CLERK

(SEAL)



**Agenda Item No: 11e**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

**Item:** General Obligation Refunding Bonds, Series 2014  
Abatement

**Staff Recommendation:** Motion to adopt the Abatement Ordinance for the 2014  
General Obligation Bond Issue

**Staff Contact:** George Koczvara, Director of Finance  
Laura Herrig, Assistant Finance Director

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**Background:**

In 2014, General Obligation Refunding Bonds were issued to provide for the refunding of an outstanding loan with the Illinois Environmental Protection Agency (loan proceeds originally used for the expansion of Wastewater Treatment facilities), and to pay certain costs associated with the issuance of the Bonds. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees shall be used to repay costs associated with the refunding.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

**Votes Required to Pass:**

Simple majority

**DRAFT**



ORDINANCE NUMBER \_\_\_\_\_  
File No. \_\_\_\_\_

ORDINANCE abating the tax heretofore levied for the Year 2015 to pay the principal and interest on \$7,610,000 General Obligation Refunding Bonds, Series 2014 of the City of Crystal Lake, McHenry County, Illinois

\* \* \*

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 1<sup>st</sup> day of April, 2014 (the "Ordinance"), did provide for the issue of \$7,610,000 General Obligation Refunding Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 12 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2017; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2015 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2015 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2015 in accordance with the provisions hereof.



Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Passed by the Corporate Authorities on \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_

MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_

CITY CLERK

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:30 o'clock p.m., on the 1<sup>st</sup> day of December, 2015.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: \_\_\_\_\_  
\_\_\_\_\_.

The following were absent from the meeting: \_\_\_\_\_  
\_\_\_\_\_.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2015 to pay the principal of and interest on the \$7,610,000 General Obligation Refunding Bonds, Series 2014 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember \_\_\_\_\_ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK

STATE OF ILLINOIS        )  
                                  ) SS  
COUNTY OF MCHENRY    )

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 1<sup>st</sup> day of December, 2015, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the year 2015  
to pay the principal of and interest on \$7,610,000 General Obligation  
Refunding Bonds, Series 2014 of the City of Crystal Lake, McHenry County,  
Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 1<sup>st</sup> day of December, 2015.

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CITY CLERK

(SEAL)



**Agenda Item No: 11f**

**City Council  
Agenda Supplement**

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**Meeting Date:**

December 1, 2015

**Item:**

Special Service Area Number 43, Crystal Heights  
Subdivision Abatement

**Staff Recommendation:**

Motion to adopt the Abatement Ordinance for certain  
properties within Special Service Area Number 43, Crystal  
Heights Subdivision

**Staff Contact:**

George Koczwara, Director of Finance  
Laura Herrig, Assistant Finance Director

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**Background:**

In April, 2005, construction began on the Crystal Heights water main, sanitary sewer, and road construction projects. Prior to construction, residents signed Participation Agreements, in which owners agreed to pay their proportionate share of the total project cost. The agreement served as a funding mechanism to pay for the improvements.

Several residents in the Crystal Heights area failed to pay their proportionate share of the project costs as agreed upon in the Participation Agreement. This failure on their part resulted in a shortage of funds required for the payment of annual outstanding bond obligations associated with the project. As a consequence, the City of Crystal Lake enacted Special Service Area #43 (SSA43).

Enacting the SSA #43 allowed the City to recoup the necessary delinquent funds through property taxes. Property owners who had paid their proportionate share of the project cost in full are able to receive reimbursement of the SSA #43 property tax on their tax bills.

To prevent property owners from having to escrow funds unnecessarily, staff conferred with the McHenry County Treasurer, and it is recommended that taxes for Special Service Area Number 43 property owners be abated for those participants who have paid their obligation in full.

**Votes Required to Pass:**

Simple majority

DRAFT



ORDINANCE NUMBER \_\_\_\_\_  
File No. \_\_\_\_\_

ORDINANCE abating the tax heretofore levied for the Tax Year 2015 for certain properties in the Crystal Heights Subdivision, City of Crystal Lake, McHenry County, Illinois

\* \* \*

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 4th day of May, 2004 (the "Ordinance"), did provide for establishing Special Service Area Number 43, Crystal Heights Subdivision and the imposition of a tax at a rate sufficient to pay the cost of providing special services in and for such area; and

WHEREAS, on the 4<sup>th</sup> day of May, 2004, the City entered into an agreement with the owners of property within the Crystal Heights Subdivision, Crystal Lake, Illinois, that allowed owners to connect their property to water and sewer mains of the City in exchange for payment of the owner's proportionate share of the total actual construction cost of the water and sewer mains; and

WHEREAS, some owners have prepaid the entire balance together with accrued interest before the final payment date;

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

Section 1. Abatement of Tax. The tax heretofore levied for the tax year 2015 in the Ordinance is hereby abated for:

415 E Crystal Lake Avenue (PIN 19-04-127-018),

14 John Street (PIN 19-04-127-003),

25 John Street (PIN 19-04-126-022),

30 John Street (PIN 19-04-127-007),  
31 John Street (PIN 19-04-126-023),  
37 John Street (PIN 19-04-126-024),  
42 John Street (PIN 19-04-127-009),  
43 John Street (PIN 19-04-126-025),  
66 John Street (PIN 19-04-127-022),  
11 Kent Avenue (PIN 19-04-201-022),  
16 Kent Avenue (PIN 19-04-202-013),  
29 Kent Avenue (PIN 19-04-201-020),  
33 Kent Avenue (PIN 19-04-201-010),  
41 Kent Avenue (PIN 19-04-201-011),  
52 Kent Avenue (PIN 1-04-202-019), Crystal Lake, Illinois.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the Treasurer of the County of McHenry, Illinois, and it shall be the duty of said Treasurer to abate said tax levied associated with the parcels identified in Section 1 of this Ordinance, for the tax year 2015 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Passed by the Corporate Authorities on \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

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CITY CLERK

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:30 o'clock p.m., on the 1<sup>st</sup> day of December, 2015.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered

present: \_\_\_\_\_  
\_\_\_\_\_.

The following were absent from the meeting: \_\_\_\_\_  
\_\_\_\_\_.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the tax year 2015 for certain properties in the Crystal Heights Subdivision of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember \_\_\_\_\_ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK



STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF MCHENRY        )

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 1<sup>st</sup> day of December, 2015, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the tax year 2015  
for certain properties in the Crystal Heights Subdivision, City of Crystal Lake,  
McHenry County, Illinois.

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 1<sup>st</sup> day of December, 2015.

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CITY CLERK

(SEAL)



**Agenda Item No: 11g**

**City Council  
Agenda Supplement**

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<b><u>Meeting Date:</u></b>	December 1, 2015
<b><u>Item:</u></b>	Special Service Area Number 44, Tracy Trail Subdivision Property Tax Abatement
<b><u>Staff Recommendation:</u></b>	Motion to adopt the Abatement Ordinance for certain properties within Special Service Area Number 44, Tracy Trail Subdivision
<b><u>Staff Contact:</u></b>	George Koczvara, Director of Finance Laura Herrig, Assistant Finance Director

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**Background:**

In the summer of 2007, construction began on Tracy Trail. Prior to construction, property owners adjacent to Tracy Trail signed Participation Agreements, in which owners agreed to pay their proportionate share of the total project cost. The agreement served as a funding mechanism to pay for the improvements.

In the event an owner defaulted in the payment or payments due, the unpaid balance was to be paid from taxes collected by the City from Special Service Area #44. In the event those property owners made their payments, they would be entitled to a rebate for the excess payment they made.

To prevent property owners from having to escrow funds unnecessarily, staff conferred with the McHenry County Treasurer, and it is recommended that taxes for Special Service Area Number 44 property owners be abated for those participants who have paid their proportionate share.

**Votes Required to Pass:**

Simple majority

DRAFT



ORDINANCE NUMBER \_\_\_\_\_  
File No. \_\_\_\_\_

ORDINANCE abating the tax heretofore levied for the Tax Year 2015 for certain properties in the Tracy Trail Subdivision, City of Crystal Lake, McHenry County, Illinois

\* \* \*

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 24th day of April, 2007 (the "Ordinance"), did provide for establishing Special Service Area Number 44, Tracy Trail Subdivision and bonds, if issued, should be retired by the levy of Bond Taxes, being a direct annual tax sufficient to pay the principal and interest thereon; and

WHEREAS, in March, 2007, the City entered into an agreement with the owners of property within the Tracy Trail Subdivision, Crystal Lake, Illinois, for the purpose of completing street improvements to Tracy Trail as required by the Code of Ordinances of the City in order that Tracy Trail would be accepted by the City as a part of the City's public street system in exchange for payment of the owner's proportionate share of the total actual cost of improving Tracy Trail; and

WHEREAS, one owner has made their annual payment and shall be entitled to a rebate of 2015 taxes unless they are abated;

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

Section 1. Abatement of Tax. The tax heretofore levied for the tax year 2015 in the Ordinance is hereby abated for:

400 Tag Way (PIN 19-04-476-017) Crystal Lake, Illinois

595 Tracy Trail (PIN 19-04-400-023) Crystal Lake, Illinois

600 Tracy Trail (PIN 19-04-476-012), Crystal Lake, Illinois

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the Treasurer of the County of McHenry, Illinois, and it shall be the duty of said Treasurer to abate said tax levied associated with the parcels identified in Section 1 of this Ordinance, for the tax year 2015 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Passed by the Corporate Authorities on \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:30 o'clock p.m., on the 1<sup>st</sup> day of December, 2015.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: \_\_\_\_\_

\_\_\_\_\_.

The following were absent from the meeting: \_\_\_\_\_

\_\_\_\_\_.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the tax year 2015 for certain properties in the Tracy Trail Subdivision of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember \_\_\_\_\_ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

\_\_\_\_\_  
CITY CLERK

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF MCHENRY    )

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 1<sup>st</sup> day of December, 2015, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

ORDINANCE abating the tax heretofore levied for the tax year 2015  
for certain properties in the Tracy Trail Subdivision, City of Crystal Lake,  
McHenry County, Illinois.

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 1<sup>st</sup> day of December, 2015.

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CITY CLERK

(SEAL)



**Agenda Item No: 11h.**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

**Item:** Temporary Liquor License – TLS Veterans

**Staff Recommendation:** Motion to approve issuance of a Class “19” Temporary Liquor License to TLS Veterans

**Staff Contact:** Eric T. Helm, Deputy City Manager

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**Background:**

The City has received a request from TLS Veterans for the issuance of a Class “19” Temporary Liquor License in order to sell beer, wine and alcoholic drinks at the Abominable Snow Race event being held at Veterans Acres, located at 431 Walkup Road, on January 30, 2016 from 8:00 a.m. to 5:00 p.m.

Section 4.87-19 of the City Code permits the issuance of a Class “19” Temporary Liquor License for the retail sale of beer, wine and alcoholic liquor drinks 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: 11i**

**City Council  
Agenda Supplement**

---

**Meeting Date:**

December 1, 2015

**Item:**

Glacier Ridge Elementary School Ridge Run Street Closure

**Staff Recommendation:**

Motion authorizing the closure of Village Road between Moorland Drive and Driftwood Lane, and Kingsgate Lane at Village Road, for the Glacier Ridge Run on Sunday, May 22, 2016, subject to the conditions contained in this agenda supplement.

**Staff Contact:**

Michelle Rentzsch, Director of Community Development

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**Background:**

The PTA of Glacier Ridge Elementary School is requesting to close two City streets to hold the Ridge Run on Sunday, May 22, 2016 beginning at 8:00 AM. The event includes a 1-mile walk/run and a 5K run. The PTA is requesting that a portion of Village Road between Moorland Drive and Driftwood Lane in front of Glacier Ridge School, as well as Kingsgate Lane at Village Road be closed during the event. The City Council approved similar requests in 2013, 2014, and 2015. The proceeds from the race will benefit the PTA of Glacier Ridge Elementary School.

City staff has reviewed the petitioner's request and does not have concerns regarding the street closures, providing the following conditions are met:

- 1) The volunteers for both races must carry cellular phones or radios to contact 911 in case of an emergency. Volunteers are not to direct traffic.
- 2) The PTA's race coordinators must coordinate with the Crystal Lake Police Department regarding assistance during the event.
- 3) "Race In Progress" signs must be posted a minimum of two days prior to the event at the following intersections: Village/Moorland, Village/Driftwood, Village/Golf Course, Golf Course/Alexandra, Driftwood/Alexandra, Alexandra/Dogwood, and Driftwood/Dogwood.
- 4) Participants should use the sidewalk at the intersection of Golf Course and Village Roads.



- 5) City-owned barricades must be used to block off the street closure sections. Barricades must be placed to allow access to existing crosswalks. The petitioner must complete and submit a Barricade Borrowing Application.
- 6) A "Local Traffic Only" sign must temporarily be placed at the intersections of Moorland/Village, Kingsgate/Village, and Driftwood/Village. Also, signs must be placed along the race course ahead of the event to notify motorists of the upcoming race.
- 7) The petitioner must send a notice to all affected property owners along Village Road.
- 8) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access, and volunteers must be available to remove barricades to allow emergency vehicles on the roadway, if necessary.
- 9) Local traffic access to Village Road must be maintained throughout the event. Volunteers should be available to remove barricades to allow property owners on the roadway, if necessary.
- 10) All debris created by the event must be cleaned up during and after the event.
- 11) 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. All participants of the race must complete a Participant Waiver of Liability and Hold Harmless Agreement.
- 12) If tents or canopies will be used, the petitioner needs to contact the Fire Rescue Department (815-356-3640) for further review.
- 13) Any additional permits or requests for signage may be made through the Community Development Department.
- 14) In the case of inclement weather, an alternate date can be approved by the City Manager.
- 15) This event will require one sergeant and five officers to direct traffic and race participants throughout City streets. Per previous approvals, the applicant was not required to pay for Police Services, which would be waived for 2016 unless required to pay as determined by the City Council. Please contact the Police Department by April 15, 2016 to determine/arrange for police officers for traffic control, lead vehicle, etc.

In past years, the City Council has approved the closure of this portion of Village Road for the start of the event and has not required the school to pay for the Police officers assisting with the race. The cost for 1 sergeant and 5 officers for a 2.5 hour detail would be a maximum of \$984.87.

The petitioner has agreed to meet these conditions. The special event application requesting approval for the road closures, information regarding the courses and safety precautions, and a map indicating the portion of the street to be closed, have been attached for City Council consideration.

**Votes Required to Pass:**

Simple majority vote of the City Council.



**Agenda Item No: 11j.**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

**Item:** Release of Non-General Fund Revenues Payable to Local Governments Resolution

**Staff Recommendation:** Motion to adopt a resolution that urges Illinois State Leaders to Release Municipal Funds

**Staff Contact:** George Koczwarra, Director of Finance

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**Background:**

The Illinois Municipal League (IML) has been actively working to gain the release of funds being withheld by the State of Illinois during its lengthy budget impasse. The IML has had numerous meetings and discussions centered on the importance of releasing local funds that are critical to municipal operations, programs and services.

Various forms of legislation have been introduced that would authorize the State to release specific funds (Motor Fuel Tax, Use Tax, etc.) and/or all non-general revenue funds that are otherwise distributed to local governments. On November 10, 2015, the Illinois House of Representatives approved HB 4305, legislation authorizing the distribution of motor fuel tax receipts; vital funding for municipalities designated for local road projects and public safety, including 9-1-1 services. At this point, the Illinois Senate is not scheduled to return to Springfield until January.

The attached resolution has been drafted in support of releasing local funds. The State of Illinois budget stalemate is having an impact on the finances of municipalities throughout Illinois which is why other municipalities have also adopted similar resolutions.

Due to the stalemate, the City has not received distributions of Motor Fuel Tax or Local Use Tax from the State, nor has the City received reimbursement for maintenance of State-owned traffic signals. Further, the City has not received allocations of grant funds for highway safety programs (DUI and seat belt enforcement), tobacco enforcement, turbo blowers, and for the construction and installation of scuba facilities at the Three Oaks Recreation Area. Funds estimated to be due to the City are itemized below. The attached resolution has been drafted in support of releasing local funds.

<b>Revenue Type</b>	<b>Liability Period</b>	<b>Amount</b>
Motor Fuel Tax	July, 2015	\$85,000
Motor Fuel Tax	August, 2015	\$85,000
Use Tax	June, 2015	\$80,881
Use Tax	July, 2015	\$74,988
Use Tax	August, 2015	\$65,000
Traffic Signal Maintenance	January, 2015-April, 2015	\$7,015
Traffic Signal Maintenance	May, 2015-August, 2015	\$6,708
Highway Safety Enforcement	Memorial Day, Labor Day	\$15,000
Tobacco Enforcement	July, 2015 to June, 2016	\$4,700
Turbo Blower (IL Clean Energy Foundation)	November, 2014 to October, 2016	\$113,616
Scuba Facility (IL Dept of Natural Resources)	April, 2014 to June, 2016	\$214,400
<b>Total</b>		<b>\$752,308</b>

**Votes Required to Pass:**

Simple majority of City Council present.

**The City of Crystal Lake****DRAFT****RESOLUTION**

Resolution Urging Illinois State Leaders to Release Non-General Fund Revenues Payable to Local Governments

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE:

**WHEREAS**, the state of Illinois has been operating without a Fiscal Year 2016 state budget since July 1, 2015; and

**WHEREAS**, the absence of a budget has resulted in the state withholding over \$150 million in revenue owed to municipal governments for lack of appropriation authority; and

**WHEREAS**, critical local services, such as road construction, maintenance, and repair will remain underfunded until state leaders take action to release local Motor Fuel Tax funds to municipalities; and

**WHEREAS**, many municipalities rely on state distributions of local revenue to fund their 9-1-1 service centers and, without these funds, the effectiveness of emergency services to reach citizens will be in peril; and

**WHEREAS**, municipal budgets and basic services will be negatively impacted without the release of local Use Tax, and other fees.

**NOW, THEREFORE BE IT RESOLVED** BY THE MAYOR AND THE COUNCIL CITY OF CRYSTAL LAKE that we call upon the Governor and General Assembly to take action to immediately release all non-general fund revenues owed to local governments. These funds include revenues from the Motor Fuel Tax, Wireless Service Emergency Fund, Use Tax, Local Government Video Gaming Distributive Fund, and casino gaming;

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Governor, Comptroller, Senate President, Senate Minority Leader, House Speaker, House Minority Leader, local legislators, and the Illinois Municipal League.

DATED this at Crystal Lake, Illinois 1<sup>st</sup> day of December, 2015.

CITY OF CRYSTAL LAKE, an  
Illinois municipal corporation,

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Aaron T. Shepley, Mayor

SEAL

ATTEST

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Nick Kachiroubas, City Clerk

Passed: December 1, 2015

Approved: December 1, 2015



**Agenda Item No: 12**

**City Council  
Agenda Supplement**

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**Meeting Date:**

December 1, 2015

**Item:**

M'Lady Nissan Temporary Use Permit request for the temporary storage of vehicles.

**Recommendation:**

City Council's discretion:

- 1) Motion to approve the Temporary Use Permit for M'Lady Nissan for temporary storage of vehicles for 1 year, located at 5625 Northwest Highway, pursuant to the recommendations listed below.
- 2) Motion to approve the Temporary Use Permit for M'Lady Nissan for temporary storage of vehicles for 2 years, located at 5625 Northwest Highway, pursuant to the recommendations listed below.
- 3) Motion to deny the petitioner's request.

**Staff Contact:**

James Richter II, Planning and Economic Development Manager

---

**Background:** M'Lady Nissan is requesting a Temporary Use Permit for the Garden Fresh Market property in the Crystal Court Shopping Center for temporary storage of vehicles at 5625 Northwest Highway. The applicant is requesting that this Temporary Use Permit be valid from December 1, 2015 through December 31, 2017. In February, the City Council approved the initial temporary use permit for vehicle storage until February 15, 2016.

M'Lady Nissan has indicated that they are in need of additional vehicle storage area for inventory. The plan is to utilize the subject parking lot close to the dealership to address the inventory storage issue, temporarily. A redevelopment of this PUD is anticipated over the next few years. This temporary storage of vehicles could be permitted until such time as that redevelopment commences.

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

1. The Temporary Use Permit shall be valid from December 1, 2015 through December 31, 2016.
2. Provide a 20-foot access for emergency vehicles.

3. For the duration of the Temporary Use Permit, only storage of inventory vehicles will occur at this site. It is preferred that customers not visit the temporary storage site to view or test-drive vehicles.

4. This Temporary Use Permit approval expires once a PUD redevelopment occurs.

The applicant has been made aware of these recommended conditions and advised to attend the December 1, 2015, City Council meeting to answer any questions.

**Votes Required to Pass:** A simple majority vote.



**Agenda Item No: 13**

**City Council  
Agenda Supplement**

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- Meeting Date:** December 1, 2015
- Item:** Central States Tower/Verizon Wireless –  
6521 Commercial Road
- Request:**
- 1) Special Use Permit for a wireless communications tower, and
  - 2) Variation from Article 2-400 to allow the monopole tower to be setback less than 110% of the height of the tower from all property lines.
- Petitioner:** Central States Tower/Verizon Wireless
- PZC Recommendation:** To approve the PZC recommendations and adopt an ordinance granting a Special Use Permit for a wireless communications tower and a variation at 6521 Commercial Road for Central States Tower/Verizon Wireless.
- Staff Contact:** James Richter II, Planning and Economic Development Manager
- 

**Background:**

- Existing Use: The property is currently improved with an industrial building that is occupied by Le Walt Glass.
- Background: The petitioner explored locating the wireless communication facilities on existing private towers and public utilities. According to the petitioner, there are currently no existing structures that could accommodate the communications facility within the petitioner's targeted area.
- The petitioner has provided a complete application with documentation addressing all of the Special Use Permit criteria.
- Additionally, after hearing feedback from the City Council, the petitioner is proposing a new design. The "slick stick" pole is more aesthetically pleasing compared to the previously requested pole.

**Key Factors:**

- Request: The petitioner is requesting a special use permit for a wireless communications tower and a zoning variation from Article 2-400 to allow the slick stick tower to be setback less than 110% of the height of the tower. Based on the height of the proposed tower, the



Unified Development Ordinance requires a setback of 143 feet from all property lines. The closest that the tower would be to the property lines would be approximately 58 feet.

- UDO Standard: A special use permit is required for wireless communication towers. Wireless communication facilities are required to meet a number of special use standards, including a requirement to have the tower setback a distance of 110% of the height of the tower from all property lines.

**PZC Highlights:**

- The PZC agreed that the new pole design would be more aesthetically pleasing.
- The petitioner explained that they are not proposing a flag pole design, as they believe the slick stick would blend into the sky better since it wouldn't require any lighting.
- 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 (received 07/30/15)
  - B. Existing Tower Analysis (received 07/30/15)
  - C. REVISED Plan Set (received 10/20/15, dated 10/20/15)
  - D. REVISED Page A-1 for Plan Set (received 10/23/15, dated 10/20/15)
  - E. Plat of Survey (received 07/30/15, dated 05/12/15)
  - F. Affidavit (received 09/24/15, dated 09/17/15)
  - G. Site-Safe Non-Interference Letter (received 10/30/15, dated 06/05/15)
  - H. Verizon RF Compliance Letter (received 10/30/15, dated 10/30/15)
2. The design of buildings and related structures shall, to the maximum extent practicable, use materials, colors and architectural styles, which blend into the natural setting and surrounding buildings.
3. No outside storage shall be allowed on any facility site.
4. Towers shall not be artificially lighted, unless required by the FAA or other applicable authority.
5. A single sign measuring no more than two square feet in size can be located on or near the tower, and shall identify the tower owner, the street address of the tower, the owner's identification code for the tower, and a twenty-four-hour emergency contact telephone number.
6. No commercial advertising shall be allowed on the tower or its related facilities.
7. The petitioner shall work with staff to enhance the landscaping buffer along the property lines.
8. The driveway leading to the new cell tower will need to be paved per City standards.
9. ~~The tower shall contain an American flag at all times. (Removed by PZC)~~

10. 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.

ORDINANCE NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_

AN ORDINANCE GRANTING A SPECIAL USE PERMIT  
AND VARIATION  
AT 6521 COMMERCIAL ROAD

**DRAFT**

WHEREAS, pursuant to the terms of a Petition (File #2015-47) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit for a wireless communication tower and a Variation from Article 2-400 to allow the monopole tower to be setback less than 110% of the height of the tower, 143 feet, from all property lines for the property located at 6521 Commercial Road; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 22, 2015 in the Northwest Herald, held a public hearing at 7:30 p.m., on November 4, 2015 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit and Variation; and

WHEREAS, on November 4, 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 #2015-47, dated as of November 5, 2015; 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.

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 tower and a Variation from Article 2-400 to allow the monopole tower to be setback less than 110% of the height of the tower, 143 feet, from all property lines for the property commonly known as 6521 Commercial Road (19-08-276-007), Crystal Lake, Illinois.

Section II: Said Special Use and Variation are issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (received 07/30/15)
  - B. Existing Tower Analysis (received 07/30/15)

- C. REVISED Plan Set (received 10/20/15, dated 10/20/15)
- D. REVISED Page A-1 for Plan Set (received 10/23/15, dated 10/20/15)
- E. Plat of Survey (received 07/30/15, dated 05/12/15)
- F. Affidavit (received 09/24/15, dated 09/17/15)
- G. Site-Safe Non-Interference Letter (received 10/30/15, dated 06/05/15)
- H. Verizon RF Compliance Letter (received 10/30/15, dated 10/30/15)

2. The design of buildings and related structures shall, to the maximum extent practicable, use materials, colors and architectural styles, which blend into the natural setting and surrounding buildings.
3. No outside storage shall be allowed on any facility site.
4. Towers shall not be artificially lighted, unless required by the FAA or other applicable authority.
5. A single sign measuring no more than two square feet in size can be located on or near the tower, and shall identify the tower owner, the street address of the tower, the owner's identification code for the tower, and a twenty-four-hour emergency contact telephone number.
6. No commercial advertising shall be allowed on the tower or its related facilities.
7. The petitioner shall work with staff to enhance the landscaping buffer along the property lines.
8. The driveway leading to the new cell tower will need to be paved per City standards.
9. 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 and variation 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:

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CITY CLERK

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



**Agenda Item No: 14**

**City Council  
Agenda Supplement**

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**Meeting Date:**

December 1, 2015

**Item:**

COUNTY ZONING REQUEST

Wegner – County Zoning Request

4201 Doty Road (unincorporated – between Crystal Lake and Woodstock)

**Recommendation:**

City Council's discretion.

- a) Motion to object to the proposed conditional use permit request, directing staff to proceed with filing an objection on behalf of the City.
- b) No action.

**Staff Contact:**

James Richter II, Planning & Economic Development Manager

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**Background:** As is customary with County Zoning requests within the City's mile and a half planning jurisdiction, the City received notice of a request from Gary R. Wegner for property at 4201 Doty Road.

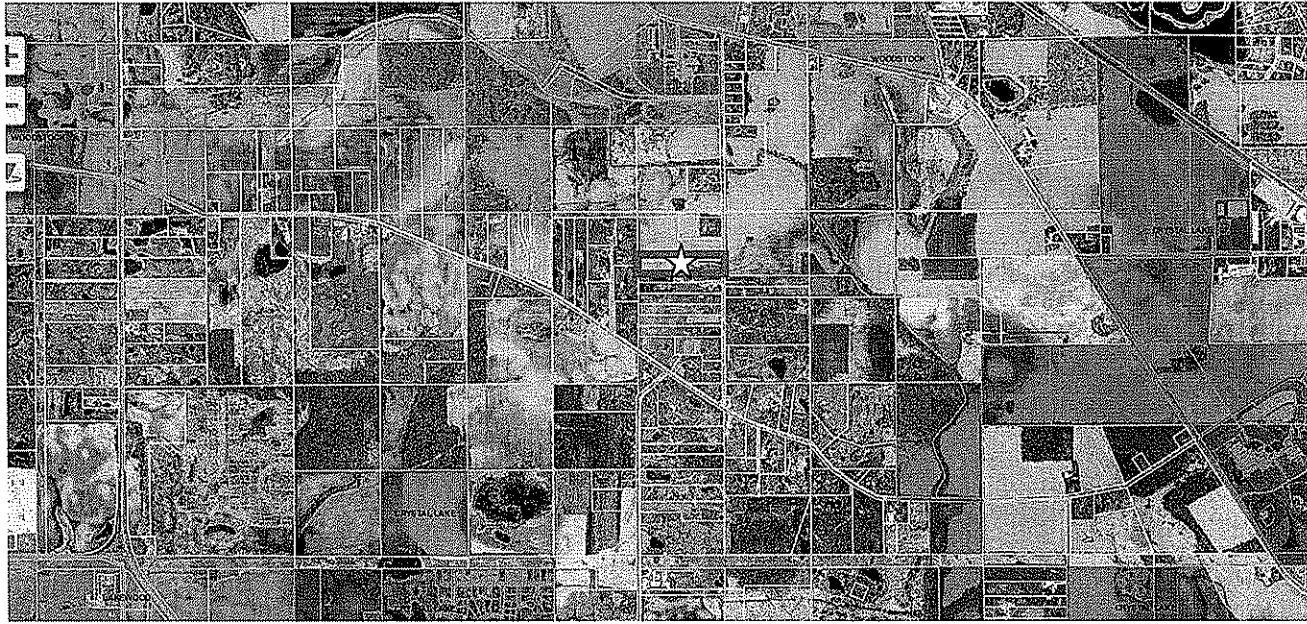
The property in question contains a residence, metal pole barn, and gravel access road on approximately 5 acres. The subject property is zoned A-1 Agricultural district (County), and is surrounded by A-1 Agricultural zoning on all sides.

The petitioner is requesting a conditional use permit to allow the storage of commercial vehicles and equipment on the property. The petitioner has been storing commercial vehicles on the property for the past 24 years by prior conditional use permits. The McHenry County Unified Development Ordinance allows any property with a residence to store 2 tractor-trailers outside, onsite by right. Based on conditions from prior conditional use permits the petitioner would be storing a total of 4 semi-trucks and 10 trailers. During site visits and based on aerial photos, staff has never see a total of more than 2 semi-trucks and 6 trailers outside on the site at any one time. The County feels that the limited amount of storage is similar to what might be found on many working farms and, therefore, is compatible with the adjoining agricultural uses. While it would not be compatible with the adjoining single-family residential uses to the south and west, proper screening could address these concerns.

The public hearing on this matter will be held on Thursday, December 3, 2015, at 1:15 p.m.

The property in question is not located within the Crystal Lake Watershed and the request does not appear to have any negative implications or impacts on Crystal Lake properties, or on our ability to provide services. Accordingly, it is recommended that the Council take no action on this request.

**Votes Required to Pass:** A simple majority vote.





## Agenda Item No: 15

### City Council Agenda Supplement

**Meeting Date:** December 1, 2015

**Item:** Zoning Approval Extensions

**Recommendation:** Motion to approve the ordinance granting a one-year extension to the plat of subdivision and PUD zoning approvals.

**Contact:** James Richter II, Planning & Economic Development Manager

**Background:** The City's Unified Development Ordinance sets expiration time periods for certain approvals. A preliminary plat of subdivision approval is valid for one year, unless extended by the City Council. A special use permit and a planned unit development approval are valid for two years, unless extended by the City Council.

The Unified Development Ordinance allows Special Use Permits to seek an unlimited number of one-year extensions, while PUDs are limited to three, one-year extensions. Property owners with approvals pending expiration were recently notified in writing as a reminder of their pending expiration dates. Several of those that were notified have failed to reply. The following chart for the current extension requests outlines the petitioners' approval extension history:

Petition Name	Original Approval Date	Extension History	Proposed Extension Date
Pine Tree Mall (PUD) 26-acre retail preliminary development plan with two anchor retail tenants and four outlots Located at the southwest corner of Routes 14 & 176	10-5-04	10-4-07 (1st) 10-4-08 (2nd) 10-4-09 (3rd) 10-4-10 (4th) 10-4-11 (5th) 10-5-14 (6th) 10-5-15 (7th)	10-5-16
Preston Pines (PUD) 275 single family homes, 184 townhomes Located north of Route 176 and East of Route 31	7-17-08	7-7-14 (1st) 7-17-14 (2nd) 7-15-15 (3rd)	7-15-16
Bard/Bartley Square (PUD) 38 townhomes and 10,000 SF of retail Located at the southwest corner of Bard and Huntley Roads	3-4-08	3-4-13 (1st) 3-3-15 (2nd) 3-3-16 (3rd)	3-3-17



Petition # / Name	Original Approval Date	Extension History	Proposed Extension Date
Crystal Lake Business Center – Al & Joe’s Deli (SUP) Freestanding restaurant building Located at the southwest corner of Congress Parkway and Exchange Drive	8-7-07	6-14-11 (1st) 8-7-14 (2nd) 8-7-15 (3rd)	8-7-16
CL Hotel – Staybridge Suites (SUP) 84-unit extended-stay hotel 700 Tag Way	7-15-08	7-15-11 (1st) 7-15-14 (2nd) 7-15-15 (3rd)	7-15-16
Riggsby – Hahn (PUD) Office development Located at the northwest corner of Route 14 and Woodstock Street	(Court settlement for entire property 1-22-03) 12-16-08	12-16-10 (1st) 12-16-13 (2nd) 12-16-14 (3rd) 12-16-15 (4th)	12-16-16

The economy has greatly reduced the speed of development, and the City has previously granted a mass three-year extension to all valid zoning approvals. In an effort to provide continued flexibility for development of the properties that have existing zoning approvals, an extension of the abovementioned approvals is suggested. This would provide some additional time for property owners, given the lag in the economy that is slowly turning around.

The petitioners have been requested to attend the City Council meeting to answer any questions about their pending projects.

**Votes Required to Pass:** A simple majority vote.

**DRAFT**

ORDINANCE NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_

**AN ORDINANCE GRANTING EXTENSIONS  
FOR CERTAIN APPROVALS**

WHEREAS, various zoning petitions have been granted approval by the Mayor and City Council that contain certain expirations, as regulated by the Unified Development Ordinance; and

WHEREAS, certain petitions were granted extensions on various dates; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the zoning approvals be granted further extensions

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

SECTION I: That extensions be granted to the following petition approvals as follows:

Petition # / Name	Original Approval Date	Proposed Extension Date
2004-48 Pine Tree Mall (PUD)	10-5-04	10-5-16
2007-17 Preston Pines (PUD)	7-17-08	7-15-16
2007-21 Bard/Bartley Square (PUD)	3-4-08	3-3-17
2007-59 Crystal Lake Business Center – Al & Joe’s Deli (SUP)	8-7-07	8-7-16
2008-39 Crystal Lake Hotel – Staybridge Suites (SUP)	7-15-08	7-15-16
2008-78 Riggsby – Hahn (PUD)	12-16-08	12-16-16

SECTION II: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake for the aforementioned approval extensions in accordance with the provisions of this Ordinance, as provided by law.

SECTION III: 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: 16**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

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**Item:** City of Crystal Lake and the Village of Lakewood Agreement for Fire Rescue Services and an amendment to the intergovernmental agreement for sanitary sewage treatment and roadway maintenance and repair between the City of Crystal Lake and the Village of Lakewood.

**Staff Recommendation:** Motion to:

1. Approve a Resolution authorizing the City Manager to execute an intergovernmental agreement for fire rescue services between the City of Crystal Lake and the Village of Lakewood, and
2. Adopt an Ordinance amending Chapter 154 to the City Code allowing the Fire Rescue Department to monitor fire alarms for the Village of Lakewood.
3. Approve a Resolution authorizing the City Manager to execute an intergovernmental agreement amendment for sanitary sewage treatment and roadway maintenance and repair between the City of Crystal Lake and the Village of Lakewood.

**Staff Contact:** Gary Mayerhofer, City Manager  
George Koczvara, Finance Director  
Paul DeRaedt, Fire Rescue Chief

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**Fire Rescue Services Agreement**

Going back many decades, the City had provided fire rescue services to the Village of Lakewood through contractual arrangement. On January 1, 2007, the Village terminated the agreement and pursued other options. The attached agreement would again have the Crystal Lake Fire Rescue Department provide fire rescues services to the Village of Lakewood.

The attached agreement is similar to the agreement the City of Crystal Lake has with the Crystal Lake Rural Fire Protection District (CLRFPD). The CLRFPD encompasses an area immediately outside the corporate boundaries of the City of Crystal Lake, but excludes the Village of Lakewood.

The following are key elements of the agreement with the Village of Lakewood for fire rescue services:

- Fire Rescue Services provided to the Village of Lakewood would begin on January 1, 2016
- Lakewood residents would pay the City "non-resident" rate for ambulance services.
- The City's Fire Rescue Department will be responsible and in command of fire/rescue emergencies in the Lakewood boundaries.
- The Village may adopt the same fire codes as the City.
- Fire alarms in the Village may be connected to the City's wireless alarm network
- The base rate is calculated utilizing the Crystal Lake Rural Fire Protection District's (CLRFPD) tax rate against the Village Equalized Assessed Valuation (EAV). The first year rate is \$743,984. Each subsequent year will follow this same formula.
- Initial ten-year agreement, with provisions for renewal.

### **Sanitary Sewer Agreement**

At the October 21, 2014 City Council Meeting, the City Council adopted an Intergovernmental Agreement with the Village of Lakewood for sanitary sewage treatment and roadway maintenance. Previously, the Village of Lakewood notified the City that it intended to disconnect their sewer conveyance from their lines into the City's lines by running a new sewer line to their Haligus Road wastewater treatment plant. The City and Village have had an ongoing agreement for the City to provide sanitary sewer services to the Village for the portion of the Village directly south of Crystal Lake. Generally, this portion of Lakewood is what is referred to as the original Lakewood (in Lakewood they refer to this portion as the east side).

The agreement that was approved at the October 21, 2014 City Council meeting provided for the continuing treatment of sanitary sewage from the Village through a termination date of November 30, 2015. The November 30, 2015 termination date was consistent with the anticipated time period for the completion of the Village's wastewater system, as outlined in their termination letter. Because of delays experienced as part of the Illinois Environmental Protection Agency (IEPA) loan approval process, the Village of Lakewood has requested an extension to the agreement. The proposed termination date under the attached agreement amendment will now be November 30, 2016.

### **Recommendation:**

The City of Crystal Lake and the Village of Lakewood have had a long and productive relationship and it is staff's belief that the attached fire rescue services agreement and sewer agreement amendment will continue this relationship. Therefore, it is staff's recommendation to approve the agreement with the Village of Lakewood for fire protection and emergency lifesaving and rescue services and to approve the intergovernmental agreement amendment for sanitary sewage treatment and roadway maintenance and repair with the Village of Lakewood. The Village of Lakewood Board approved the agreement at their November 24, 2015 Village Board meeting.

### **Votes Required to Pass:**

Simple majority vote of the City Council.



DRAFT

## RESOLUTION

~~BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF~~  
CRYSTAL LAKE to approve the agreement with the Village of Lakewood for fire protection service and emergency lifesaving and rescue services and to authorize the City Manager to execute the Agreement.

Dated this 1<sup>st</sup> day of December, 2015.

CITY OF CRYSTAL LAKE, an  
Illinois Municipal Corporation

By: \_\_\_\_\_  
Aaron T. Shepley, Mayor

SEAL

ATTEST:

\_\_\_\_\_  
Nick Kachiroubas, City Clerk

PASSED: December 1, 2015

APPROVED: December 1, 2015



**DRAFT**

**ORDINANCE**  
**AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE, ILLINOIS TO**  
**ALLOW THE FIRE RESCUE DEPARTMENT TO MONITOR FIRE**  
**ALARMS FOR THE VILLAGE OF LAKEWOOD**

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Chapter 154, Alarms, is hereby amended to include the following:

**§ 154-18.1. Applicability**

Through contractual arrangement, Chapter 154 of the City Code is also applicable to the Village of Lakewood and the Crystal Lake Rural Fire Protection District.

DATED at Crystal Lake, Illinois, this 1<sup>st</sup> day of December, 2015.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

PASSED: December 1, 2015

APPROVED: December 1, 2015

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



**DRAFT**

**A RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO AN AGREEMENT BETWEEN THE CITY OF CRYSTAL LAKE AND THE VILLAGE OF LAKEWOOD**

BE IT RESOLVED by the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, as follows:

1. That an amendment to that certain agreement between the City of Crystal Lake and the Village of Lakewood for sanitary sewerage treatment and roadway maintenance and repair, dated October 14, 2014, is hereby approved in substantially the form attached hereto as Exhibit A.
2. That the City Manager and City Clerk are hereby respectively authorized and directed for and on behalf of the City to execute, attest, seal and deliver the Agreement Amendment, substantially in the form approved in the foregoing paragraph of this Resolution.
3. That the proper officials, agents and employees of the City are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the City in accordance with the provisions of the Agreement Amendment.
4. That the resolution shall be in full force and effect from and after its passage as provided by law.

DATED this 1<sup>st</sup> day of December, 2015.

CITY OF CRYSTAL LAKE, an Illinois municipal corporation,

By: \_\_\_\_\_  
MAYOR

SEAL  
ATTEST

\_\_\_\_\_  
CITY CLERK

PASSED: December 1, 2015  
APPROVED: December 1, 2015





**Agenda Item No: 17**

**City Council  
Agenda Supplement**

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**Meeting Date:**

December 1, 2015

**Item:**

Tree Pruning Services

**Staff Recommendation:**

Motion to award the bid for Tree Pruning Services to the lowest responsive and responsible bidder, Landscape Concepts Management, and to adopt a resolution authorizing the City Manager to execute a service agreement with Landscape Concepts Management in the amount of \$23.00 per tree pruned in the base and alternate bid.

**Staff Contact:**

Victor Ramirez, P.E., Director of Public Works

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**Background:**

On November 23, 2015, the City of Crystal Lake publicly opened and read aloud the bids received for the services related to tree pruning. The goal of this program is to continue achieving a healthy, sustainable forest and improve the natural resource management within the community. The tree pruning program is specific only to those trees on public property or otherwise designated. The program covers only trees that require routine arboriculture pruning to correct structural problems or growth patterns which would eventually obstruct traffic or interfere with sightlines or signage. One of the main objectives of this pruning is to raise the crown of the trees to stay consistent with City policies.

The Streets Division identified the following targeted neighborhoods within the City of Crystal Lake as the most critical areas in need of tree-pruning services. The base bid is identified as the Pingree, Ashton, Regal, Grandview, Oak Valley, and Forest Drive areas, consisting of approximately 730 trees averaging 8” to 16” diameter breast height. In addition, an alternate targeted area in this bid is Paddock, College, Uteg, Rosedale, Maple, Pomeroy and the surrounding areas, consisting of approximately 519 trees averaging 8” to 16” diameter breast height. The breakdown of bids is as follows:

	<b>Base Bid Price per Tree</b>	<b>Alternate Bid Price per Tree</b>
√Landscape Concepts Management Grayslake, IL	\$23.00	\$23.00
Trees "R" Us Inc Wauconda, IL	\$87.45	\$87.45

√ Indicates the lowest responsive and responsible bidder

**Recommendation:**

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid documents. It is the recommendation of staff to award the Tree Pruning services to the lowest responsive and responsible bidder, Landscape Concepts Management. Landscape Concepts Management has performed these services for the City in the past with favorable results, and currently holds the City's contract for these services.

**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 an agreement with Landscape Concepts Management for Tree Pruning Services in the amounts bid.

DATED this 1<sup>st</sup> day of December, 2015.

CITY OF CRYSTAL LAKE, an  
Illinois municipal corporation,

By: \_\_\_\_\_  
MAYOR

SEAL  
ATTEST

\_\_\_\_\_  
CITY CLERK

PASSED: December 1, 2015  
APPROVED: December 1, 2015



**Agenda Item No: 18**

**City Council  
Agenda Supplement**

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**Meeting Date:** December 1, 2015

**Item:** Property Tax Levy Ordinance/Truth in Taxation  
Public Hearing

**Staff Recommendation:** Motion to adopt the 2015 property tax levy ordinance and certificate of compliance.

**Staff Contact:** Gary J. Mayerhofer, City Manager  
George Koczwar, Director of Finance  
Laura Herrig, Assistant Finance Director

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**Background:**

In order to collect a property tax, government agencies in the State of Illinois are required to establish a "tax levy" and comply with the Truth in Taxation Act. The tax levy is a projection of monies the government agency expects to obtain through the annual property tax. The Truth in Taxation law requires taxing districts to disclose by publication and to hold a public hearing on their intention to adopt an aggregate levy in amounts more than 105% of the amount of property taxes extended the prior levy year.

The City of Crystal Lake City Council must adopt a property tax levy and annually certify to the county clerk, on or before the last Tuesday in December, the amount to be levied. The process for the adoption of the tax levy is as follows:

The resolution determining the maximum 2015 tax levy was adopted on November 17, 2015. Adoption of this resolution was merely a procedural requirement and the actual levy ordinance is considered during the public hearing at the December 1, 2015 City Council meeting.

The process in determining the actual tax levy is challenging because the actual dollars collected from the 2015 tax levy are not received until fiscal year 2016/2017, for which the City has not yet considered an annual budget. The City's 2015 tax levy will be

incorporated into property tax bills, which homeowners will receive during the calendar year 2016, and will be utilized by the City to fund a portion of the 2016/2017 City Budget (the City operates on a May 1 through April 30 fiscal/budget year). The tax levy adopted by the City of Crystal Lake is filed with the McHenry County Clerk, whose office determines the actual "tax rate" necessary in order to raise the dollars levied by the City. The City levies in dollars needed rather than a specific tax rate. As a result, the City does not receive any additional dollars if the assessed valuation of property in the City increases. Rather, the amount of the City tax levy remains the same and is spread over a greater total assessed valuation of property (which can result in a decrease in the actual City tax rate).

Property owners in the City of Crystal Lake will note that the City is only one of many taxing bodies that appear on the property tax bill. **Since 1997, the City has not levied a property tax for the General Fund.** The City's tax levy, therefore, is made up of the following funds:

- Crossing Guard Fund
- Fire Pension Fund
- Fire Rescue Fund
- Illinois Municipal Retirement Fund (IMRF)
- Library Operating Fund
- Library IMRF Fund
- Police Pension Fund

The impact of a proposed property tax levy on an individual homeowner is determined by estimating the Equalized Assessed Value (EAV). The actual City EAV will be calculated by the County Assessor. It is estimated that the City's 2015 EAV will be \$977,180,615, which is a 2.00% increase over the 2014 EAV.

The tax levies for the Fire and Police Pensions have been actuarially determined. The intention of the actuaries' study is to continue to fund pension benefits as outlined in State Statutes. Both the Fire and Police Pension Boards have recommended that the City Council adopt a levy consistent with amounts presented in the actuarial reports. The proposed 2015 property tax levy also provides for the recovery of amounts levied in 2013 that are the subject of a taxpayer objection lawsuit. As protested taxes (\$192,584 for purposes of Police Pension and \$162,695 for Fire Pension), have been sequestered by the McHenry County Treasurer, they have not been made available to the Pension Funds. As a result, the unfunded pension liability will rise (reversing funding progress each fund has made), when Actuarial Reports are issued next year. Should the City win its legal appeal, funds raised by the 2015 levy will be used to further reduce unfunded pension liabilities of the Police and Firefighters' Pension Funds. The proposed levy amounts are \$2,184,938 for the Police Pension and \$1,855,907 for the Fire Pension. The Fire Pension Fund is currently 68.3% funded (up from 62.3% last year), and the Police Pension Fund is currently 57.9% funded (up from 56.9% last year).

The proposed levy for the Illinois Municipal Retirement Fund (IMRF) and the City's share of Social Security and Medicare taxes (FICA) is \$1,693,143. In accordance with

State Statute, the municipal contribution rate for IMRF is actuarially determined each year by IMRF. Contributions are calculated as a percentage of covered payroll.

The proposed 2015 property tax levy incorporates an increase in the City's levy for Fire Rescue operations (\$51,324), and for the Library (\$139,303 as recommended by the Board of Library Trustees). The 2015 tax levy for Crossing Guards remains unchanged. No property tax will be levied for General Fund operations (City Administration, Community Development, Public Works (Streets, Fleets and Storm Sewer), Information Technology and Police). Below is the proposed 2015 tax levy as compared to the 2014 levy.

	Actual 2014 Levy	Proposed 2015 Levy
General	\$0	\$0
City IMRF/FICA	1,687,007	1,693,143
Fire Rescue	6,415,489	6,466,813
Crossing Guard	45,123	45,123
Police Pension	1,869,931	2,184,938
Fire Pension	1,767,762	1,855,907
Subtotal	<u>\$11,785,312</u>	<u>\$12,245,924</u>
Library Funds	4,458,836	4,598,139
<b>Total</b>	<b><u>\$16,244,148</u></b>	<b><u>\$16,844,063</u></b>

The following is the projected effect that the proposed 2015 tax levy will have on property tax rates as compared to the effects of the City's 2014 property tax levy. The projection below reflects an estimated increase of 2.00% in the City's overall EAV for tax year 2015.

	Actual 2014 Levy Rate	Proposed 2015 Levy Rate
General	0.000000	0.000000
City IMRF	0.096032	0.094149
City FICA	0.080061	0.079119
Fire Rescue	0.673561	0.661783
Crossing Guard	0.004710	0.004618
Police Pension	0.195187	0.223596
Fire Pension	0.185597	0.189925
Subtotal	<u>1.235148</u>	<u>1.253190</u>
Library Funds	0.467022	0.470552
<b>Total</b>	<b><u>1.702170</u></b>	<b><u>1.723742</u></b>

Determining the impact of the City's tax levy on area home values is dependent on several factors: the assessed value of a property as determined by each township's

assessor, the equalization multiplier assigned by each township supervisor, the equalization multiplier assigned by the State and exemptions specific to each property and property owner, (homestead, senior, senior freeze, etc.). The City of Crystal Lake spans four different townships: Algonquin Township, Nunda Township, Dorr Township and Grafton Township.

**Summary:**

The adoption of the attached ordinance would:

- 1) Maintain a zero General Fund levy, which has been in place since 1997. The General Fund, which is the largest fund of the City's Budget, funds general City services, such as police, public works, planning, building, vehicle and equipment maintenance, administration and legal. This fund would continue to be supported primarily through sales and income tax revenues.
- 2) Provide funding for pension and IMRF obligations as mandated by Illinois law.
- 3) Provide funding to support Fire Rescue operations.
- 4) Provide funding to support Library operations.

The attached spreadsheet shows the total 2014 rates for neighboring communities with similar municipal services.

**Recommendation:**

It is the recommendation of the City Manager and Director of Finance to adopt the proposed 2015 property tax levy ordinance and certificate of compliance.

**Votes Required to Pass:**

Simple Majority