



CITY OF CRYSTAL LAKE
AGENDA

CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
June 21, 2016
7:30 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes – June 7, 2016 Regular City Council Meeting
5. Accounts Payable
6. **Public Presentation**
The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the City staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against City staff or elected officials are not permitted.
7. **Mayor's Report**
8. **City Council Reports**
9. **Consent Agenda**
 - a. Robert E. Parrish Revocable Trust & Mary Rita Parrish Revocable Trust, 650 1/2 W. Terra Cotta Avenue-Motion to refer the petitioner's request to the July 6, 2016 Planning and Zoning Commission meeting for zoning consideration and to the August 2, 2016 City Council meeting for the annexation public hearing.
 - b. Resolution authorizing a sign to be placed along the City rights-of-way recognizing Brent Kampert for winning gold medals at the State Special Olympics.
 - c. St. Thomas The Apostle Church, 272 King Street – Request for the closure of Lake Street between Washington Street and the western portion of the Church property on Sunday, July 31, 2016, from 7:00 a.m. to 7:00 p.m. for an outdoor mass and picnic.
 - d. Willow Creek Special Event at Three Oaks on September 11, 2016 from 12:00 p.m. to 5:00 p.m. with a rain date of September 18, 2016.
 - e. Downtown Crystal Lake/Main Street, Special Event, August 11, 2016 at Downtown Depot Park-Temporary Use Permit request for a Special Promotion – Gazebo Dinner Fundraiser, and issuance of a class "16" Temporary Liquor License to serve wine and waiver of fees.

f. Adoption of the June 2016 Prevailing Wage Resolution.

10. **28 Holly Drive – Variation for a 5-foot fence in the corner side yard.**
11. **Fox Valley Animal Hospital, 6115 Northwest Highway – Parking lot variations.**
12. **Salvi, Urban-Temporary Use Permit to allow farming use on an “R-2 PUD” vacant property.**
13. **Raue Center, 26 N. Williams St. – Sign Variation to allow a 72-square foot limited duration sign, a variation of 40 square feet.**
14. **Clinton Oil Corporation/Crystal Lake Mobil, 250 N. Route 31 – City Code Amendment to increase the number of Class “13” liquor licenses.**
15. **Discussion Only-Deployed Service Member Recognition Banners.**
16. **Discussion Only-MCCD Prairie Trail Underpass at Route 14 & Main Street.**
17. **Waiver of the formal bidding requirements and to award the proposal and the execution of a service agreement for emergency repair work on Well #6 at Water Treatment Plant #2 to the lowest responsible and responsive proposer, Water Well Solutions.**
18. **Authorization for execution of agreements with Currie Motors for the purchase of a Ford Utility Vehicle and Roesch Ford for a Ford Utility Vehicle through the Suburban Purchasing Cooperative.**
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, and personnel.**
21. **Reconvene to Regular Session.**
22. **Civic Center Authority Board Appointments.**
23. **Fire & Police Commission Reappointment.**
24. **Historic Preservation Commission Reappointments.**
25. **Adjourn.**

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



Agenda Item No: 9a

**City Council
Agenda Supplement**

Meeting Date: June 21, 2016

Item: Robert E. Parrish Revocable Trust & Mary Rita Revocable Trust -
Annexation Referral – 650 ½ W. Terra Cotta Avenue

Recommendation: Motion to refer the petitioner's request to the July 6, 2016 Planning & Zoning Commission meeting for zoning consideration and to the August 2, 2016 City Council meeting for the annexation public hearing.

Staff Contact: Michelle Rentzsch, Community Development Director

Background: The petitioner is requesting annexation of the subject property which totals approximately 0.56 acres, located at 650 ½ W. Terra Cotta Avenue. The property is improved with an industrial building, construction yard and outdoor storage.

The petitioner respectfully requests that this matter be referred to the July 6, 2016, Planning & Zoning Commission meeting for zoning consideration and the August 2, 2016, City Council meeting for the annexation public hearing.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 9b

**City Council
Agenda Supplement**

Meeting Date: June 21, 2016

Item: Championship Signs

Staff recommendation: Motion to adopt a resolution authorizing signs to be placed along the City rights-of-way recognizing Brent Kampert for winning gold medals in the 100 Meter Run and Running Long Jump at the State Special Olympics.

Staff Contact: Victor Ramirez, P.E., Director of Public Works

Background:

On July 1, 2008, the City Council adopted a resolution creating a Championship Signs Program that recognizes individuals or teams from the community who have won State championships. Because IDOT allows no more than two (2) championship signs on IDOT rights-of-way at a time, the Council approved the implementation of a program that places championship signs at the entrances to the City or around the high school(s) or private facility honoring those championship efforts when authorized by the City Council. The championship signs are to be installed for a one-year period, after which the signs will be taken down, with one sign given to the individual as a memento honoring the champions.

Recently the Illinois Special Olympics were held in Bloomington-Normal, Illinois. Brent Kampert, a resident of Crystal Lake, won the gold medal for the 100 Meter Run and for the Running Long Jump. In previous Olympics Brent has also won gold medals in the 100 Meter Run, 200 Meter Run, and the Running Long Jump.

Brent has lived in Crystal Lake for many years, attending D47 schools and graduating from Crystal Lake Central High School in 2005. Brent has competed in numerous athletic competitions, representing NISRA and Crystal Lake in the Special Olympics for more than a decade. Residents who personally know Brent state that life has challenged him but he has worked hard to overcome by focusing on his abilities. In addition, Brent is positive, motivated, successful, and inspires those around him. The City of Crystal Lake is proud and honored to have a resident like Brent represent the City in athletic competitions across the State.

Recommendation:

Staff recommends that signs be placed in relative proximity to the entrances to the City to recognize Brent Kampert's achievements.

Votes Required to Pass:

Simple majority



RESOLUTION

DRAFT

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to install championship signs, along the City rights-of-way, for Brent Kampert's gold medal accomplishments at the State Special Olympics, for a one-year period.

DATED this 21st day of June, 2016

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: June 21, 2016

APPROVED: June 21, 2016



Agenda Item No: 9c

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	June 21, 2016
<u>Item:</u>	St. Thomas the Apostle Church Street Closure Request
<u>Staff Recommendation:</u>	Motion to approve the closure of Lake Street between Washington Street and the western portion of the St. Thomas the Apostle Church property on Sunday, July 31, 2016, from 7:00 a.m. to 7:00 p.m. for an outdoor mass and picnic.
<u>Staff Contact:</u>	Michelle Rentzsch, Director of Community Development

Background:

The City has received a request from St. Thomas the Apostle Church for the closure of Lake Street between Washington Street and the western portion of the St. Thomas the Apostle Church property on Sunday, July 31, 2016 from 7:00 a.m. until 7:00 p.m. for an Outdoor Mass and Picnic. Closing Lake Street would make it safer for the participants to move between the St. Thomas school area to the parking lot and grassy area across the street from the school, as well as provide for adequate time for setup and cleanup. The City Council has approved similar requests annually since 2013.

City staff has reviewed the petitioner's request and does not have concerns regarding the event and the closure of Lake Street, providing the following conditions are met:

- 1) City-owned barricades must be used to block off the street closure sections. Barricades shall be placed to allow access to existing crosswalks. In addition, a "Local Traffic Only" sign must be placed temporarily at the entrance to Lake Street from Dole Avenue.
- 2) The petitioner must send a notice to all affected property owners along Lake Street.
- 3) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access, and volunteers should be available to remove barricades to allow emergency vehicles on the roadway, if necessary.
- 4) Local traffic access to Lake Street must be maintained throughout the event. Volunteers should be available to remove barricades to allow property owners on the roadway, if necessary.

- 5) All debris created by the event shall be cleaned up during and after the event.
- 6) Provide 20-foot access lane(s) for emergency vehicles to gain access to the building, Fire Department Connection, and the event site.
- 7) Fire hydrants located on or near the property of the event must remain unobstructed and "No Parking" signs posted.
- 8) The use of a tent or tents was indicated on the application but not on the site map. Tents and canopies used for this event must comply with the following conditions:
 - a. Provide documentation of the size of any Tents/Canopies and the uses that will occur under the Tent/Canopy.
 - b. Canopies that are open on all sides are required to be 12 feet from any structure, tent, or parked cars, and tents are required to be 20 feet away from any structure, other tent/canopy or parked cars.
 - c. Canopies and awnings open on all sides can be combined, side-by-side up to 700 square feet, and then a firebreak of 12 feet is required.
 - d. Tents/canopies shall be of a flame resistant material or treated as such.
 - e. No smoking is permitted in or under any tent or canopy and "No Smoking" signs are to be posted.
 - f. No open flame, fire or heat, or any flammable or combustible liquids, gas, charcoal, or other cooking device is permitted inside of or within 20 feet of any tent or canopy open to the public.
 - g. Special requirements may be needed for Tents/Canopies that have cooking or heat producing equipment. Heating or cooking equipment shall be installed as specified in the International Mechanical Code and the International Fuel Gas Code and approved by the code official.
 - h. Tents where cooking is performed shall be separated from other tents, canopies, or membrane structures by a minimum of 20 feet.
 - i. Any propane tanks shall be located a minimum of 10 feet from the tent. Safety release valves shall be pointed away from the tent, canopy, or membrane structure.
 - j. A portable fire extinguisher of minimum size 2A10BC or other approved fire suppression equipment is needed for the cooking area and other tents/canopies. When cooking areas include deep fat fryers, a listed Class K portable fire extinguisher shall be provided.
 - k. The tents/canopies shall be adequately roped, braced, and anchored to withstand the elements of weather and prevent collapse.
 - l. Waste materials in/under and within 30 feet of all tents/canopies must be stored in approved containers.
- 9) Generators, if used, shall be a minimum of 20 feet from any tents/canopies and protected from the public by fencing, enclosure, or other approved means.
- 10) Any barricades used to restrict traffic or pedestrians must be easily moveable or manned by event staff should an emergency occur during the event hours.
- 11) The petitioner will contact the Fire Prevention Bureau three days prior to the event to schedule a site/tent inspection, or if you have any questions or concerns regarding this review.

- 12) Promotional and informational banners and signage may need a limited duration sign permit issued from the Building Division. Please contact the Building Division regarding signage to be used in conjunction with the event.
- 13) In the case of inclement weather, an alternate date can be approved by the City Manager.

The petitioner has agreed to meet these conditions. The special event application is attached for more information about the event.

Votes Required to Pass:

Simple majority of City Council present.



Agenda Item No: 9d

**City Council
Agenda Supplement**

Meeting Date:

June 21, 2016

Item:

Willow Creek Crystal Lake, Lake Baptism

Council Discretion:

Motion to approve the Willow Creek Crystal Lake request to hold a special event at the Three Oaks Recreation Area from Noon to 5:00 p.m. on Sunday, September 11, 2016 with a rain date of Sunday, September 18, 2016.

Staff Contact:

Brad Mitchell, Assistant to the City Manager

Background:

The City has received a request from Willow Creek for the use of the Three Oaks Recreation Area beach/wading area and pavilion for a lake baptism from Noon to 5:00 p.m. on Sunday, September 11, 2016 with a rain date of Sunday, September 18, 2016. In 2011, 2012, 2013, 2014 and 2015, the petitioner successfully complied with the City's requirements and conditions during the lake baptism.

Approximately 600-700 people will participate in this event, including attendees, volunteers and staff. The petitioner is requesting exclusive use of ½ of the sand beach and swim wading area. Per the petitioner's itinerary, the baptism would be staged to ensure that only a portion of the attendees would be in the water at any one time. The petitioner will utilize the park's speaker system, and place crosses on the beach sand. The placement of the crosses would be subject to the conditions in this agenda supplement. Also, similar to last year, the petitioner is requesting that general swimming be allowed from 3:00 p.m. to 5:00 p.m.

The petitioner is also requesting exclusive use of the picnic grove pavilion during this time. All other areas of the park would be open to the public. The petitioner's non-resident attendees will not be subject to beach admission fees, since at the time of the event, the swimming season will be over and non-residents will be allowed to access the beach/playground/spray park area for no charge.

Staff has reviewed this request and would offer the following conditions for approval. The Petitioner shall:

- Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements.
- Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.
- Agree that all traffic control activities shall be performed by City staff.
- Petitioner should secure off-site parking for overflow parking. The petitioner should inform event attendees that off-site overflow parking is available once the Three Oaks parking lot reaches capacity. Also, encourage event attendees to carpool from the church.
- General swimming will take place between 3:00 p.m. and 5:00 p.m. If it is determined that additional guards are needed, the petitioner will compensate the City for additional lifeguard staff time.
- Sound system shall not disturb other users of the park.
- All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection. Petitioner shall be responsible for contacting the City for an inspection.
- All egress gates will be unobstructed at all times.
- The petitioner's proposed crosses shall not obstruct lifeguard viewing of patrons in the water.
- Reimburse the City for the following:

Special Event Application Fee	\$50
One detail Police Officer (minimum) to assist with traffic control	\$230 (\$46 per officer, per hour, from Noon – 5:00 PM) (if a second officer is required by the City prior to the event, the petitioner shall compensate the City for this second officer).
Staff Preparation and Restoration Fee	\$120 (4 hours, at \$30 per hour)
Three City Lifeguards	\$145 (5 hours at \$9.72 per hour)
Sound System Fee	\$75
Pavilion Rental Fee	\$100
Total Non-Refundable Fee	\$720
Special Event Refundable Damage Deposit	\$1,000
Pavilion Rental Refundable Damage Deposit	\$200

Attached for your information is a copy of the petitioner's submittals. The City's Police and Fire Rescue Departments have reviewed this request.

Votes Required to Pass:

Simple majority vote of the City Council



Agenda Item No: 9e

City Council Agenda Supplement

Meeting Date: June 21, 2016

Item: Downtown Crystal Lake/Main Street Temporary Use Permit request for a Special Promotion and issuance of Temporary Liquor License.

Recommendation:

- (1) Motion to approve issuance of a Class "16" Temporary Liquor License to Downtown Crystal Lake/Main Street, and a waiver of the Temporary Liquor License fee.
- (2) Motion to approve the Temporary Use Permit for Downtown Crystal Lake/Main Street for a Special Promotion (gazebo dinner fundraiser), pursuant to the recommendations listed below, and a waiver of the Temporary Use Permit application fee.

Staff Contact: Eric T. Helm, Deputy City Manager
Michelle Rentzsch, Director of Community Development

Background: The City has received a request from Downtown Crystal Lake/Main Street for the issuance of a Class "16" Temporary Liquor License in order to serve wine at the Gazebo Dinner Fundraising Raffle being held at the Downtown Gazebo, located in Depot Park, Downtown Crystal Lake, on Thursday, August 11, 2016 from 5:00 p.m. to 10:00 p.m. Downtown Crystal Lake is also asking for a waiver of the application fee, in the amount of \$20.00.

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

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

Also, Downtown Crystal Lake has applied for a Temporary Use Permit for a Special Promotion to allow a dinner to be held in the gazebo located at Depot Park for the winner of the raffle along with 7 guests. The event will be held on Thursday, August 11, 2016.

The applicant is also requesting a waiver of the \$40.00 Temporary Use Permit application fee.

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

1. The Temporary Use Permit is valid on Thursday, August 11, 2016.
2. Purveyors shall be responsible for site clean-up, with all garbage removed at the end of the event.
3. Adequate trash receptacles shall be supplied.
4. A certificate of insurance shall be provided.
5. If any electrical connections and equipment are to be used, they shall comply with the requirements of the 2005 National Electrical Code.
6. Pending approval of Union Pacific Railroad.

The applicant has been made aware of these recommended conditions and advised to attend the June 21, 2016, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 9f

**City Council
Agenda Supplement**

Meeting Date: June 21, 2016

Item: Prevailing Wage Resolution

Staff Recommendation: Motion to adopt a resolution establishing Prevailing Wage

Staff Contact: Julie Meyer, Director of Human Resources

Background:

Each year during the month of June, the City must obtain a copy of the prevailing wages from the Illinois Department of Labor and adopt a resolution requiring that the prevailing rates be paid. Attached is a copy of the Resolution and the McHenry County Prevailing Wages as of June 2016.

Votes Required to Pass:

Simple majority vote of the City Council.



DRAFT

The City of Crystal Lake Illinois

**AN ORDINANCE ASCERTAINING THE
PREVAILING RATE OF WAGES IN MCHENRY COUNTY
FOR CITY PUBLIC WORKS PROJECTS**

WHEREAS, the State of Illinois has enacted “An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works,” approved June 26, 1941, as amended being Chapter 820 ILCS 130/1-12, Illinois Compiled Statutes; and

WHEREAS, the aforesaid Act requires the City of Crystal Lake to investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said City employed in performing construction of public works, for said City; and

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, COUNTY OF MCHENRY, STATE OF ILLINOIS, AS FOLLOWS:

SECTION I: The foregoing recitals are hereby adopted and incorporated as though fully set forth herein.

SECTION II: To the extent and as required by “An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works” as approved June 26, 1941, as amended, the general rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works under the jurisdiction of the City of Crystal Lake is hereby ascertained to be the same as the prevailing rate of wages for construction work in the County of McHenry as determined by the Department of Labor of the State of Illinois as of June 2016, a copy of that determination being attached hereto as Exhibit A.

SECTION III: Nothing herein shall be construed to apply said prevailing rate of wages herein ascertained to any work or employment except public works of this City to the extent required by the aforesaid Act.

SECTION IV: All contracts entered into by the City which provide that the contractor shall pay the prevailing minimum wage rates for the various classes of laborers and mechanics to be engaged in work on the project shall be subject to the provision of this Ordinance.

SECTION V: The City Manager shall publicly post or keep available for inspection by any interested party in the main office of the City this determination of such prevailing rate of wages.

SECTION VI: The City Manager shall mail a copy of this determination to any employer and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION VII: The City Manager shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION VIII: The City Manager shall cause a notice to be published in a newspaper of general circulation within the area that the determination of prevailing rate of wages has been made. Said notice shall conform substantially to the notice hereto attached. Such publication shall constitute notice that this is the determination of the City of Crystal Lake -and is effective.

DATED at Crystal Lake, Illinois, this 21st day of June, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: _____

Approved: _____

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



Agenda Item No: 10

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	June 21, 2016
<u>Item:</u>	REPORT OF THE PLANNING & ZONING COMMISSION
<u>Request:</u>	Fence Variation
<u>Petitioner:</u>	Timothy Hanrahan, petitioner 28 Holly Drive
<u>PZC Recommendation:</u>	To approve the PZC recommendation and adopt an ordinance granting the Variation for a 5-foot fence in the corner side yard at 28 Holly Drive.
<u>Staff Contact:</u>	Michelle Rentzsch, Community Development Director

Background:

- The petitioner received a permit years back for a 6-foot high fence in nearly the same location as is being requested today. The fence was damaged and removed several years ago.
- The property is a corner lot and the house is currently located 15.7 feet from the right-of-way on the Thornwood Lane side. This is the side that previously had the 6-foot fence.
- The petitioner is asking to replace the fence with a 5-foot fence which would connect the house and garage providing privacy for their backyard. The fence would be 14.1 feet into the required 30-foot corner side yard setback.

PZC Highlights:

- The Commission believed that the fence connecting the two structures would not increase the non-conformity since the house and garage were already within the setback.
- They noted this was a small 50-foot lot and a 30-foot corner side yard was not practical.
- The PZC reviewed the Findings of Fact and found that this petition meets the criteria.

The PZC recommended **approval (6-0)** of the petitioner's request for a 5-foot fence in the corner side yard.

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Hanrahan, received 05/13/16)
 - B. Site Plan (Hanrahan, undated, received 05/13/16)
2. The petitioner shall address all of the review comments and requirements of Community Development Department.

Votes Required to Pass: A simple majority vote.

AN ORDINANCE GRANTING A VARIATION
AT 28 HOLLY DRIVE

DRAFT

WHEREAS, pursuant to the terms of the Application (File #2016-18) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from Article 4-700 Fences, Walls and Screening to allow a 5-foot-high fence 15.9 feet from the property line, a variation of 14.1 feet into the required 30-foot corner side yard setback; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on May 17, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on June 1, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Simplified Residential Variation; and

WHEREAS, on June 1, 2016, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Simplified Residential Variation be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2016-18, dated as of June 2, 2016; and

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

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

SECTION I: That a Variation be granted from the Crystal Lake Unified Development Ordinance to allow a 5-foot-high fence 15.9 feet from the property line, a variation of 14.1 feet into the required 30-foot corner side yard setback

at the property at 28 Holly Drive (18-01-106-012), Crystal Lake, Illinois.

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Hanrahan, received 05/13/16)
 - B. Site Plan (Hanrahan, undated, received 05/13/16)

2. The petitioner shall address all of the review comments and requirements of Community Development Department.

SECTION III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the granting of a Simplified Residential 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:

CITY CLERK



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date: June 21, 2016

Item: REPORT OF THE PLANNING & ZONING COMMISSION
Fox Valley Animal Hospital

Request: Parking Lot Variations
A) Dimensional standards for parking spaces from the standard parking space length and drive aisle minimums.
B) Required number of parking spaces.

Petitioner: Jarrold Michaels, petitioner
6115 Northwest Highway

PZC Recommendation: To approve the PZC recommendations and adopt an ordinance granting the variations to allow the parking lot to be re-striped in its current configuration for Fox Valley Animal Hospital at 6115 Northwest Highway.

Staff Contact: Michelle Rentzsch, Community Development Director

Background:

- Fox Valley Animal Hospital has been located at this site for 56 years.
- Over 40 years ago IDOT took right-of-way along Route 14 to expand the roadway to four lanes.
- Dr. Michaels applied for a building permit to re-stripe the parking lot as it is currently configured. The table below shows the current configuration versus the ordinance requirements.

	Drive Aisle	Parking Stall Depth	Parking Stall Width
UDO Requirement	24 feet	19 feet	9 feet
Fox Valley	16.5 feet	17 feet	9 feet

PZC Highlights:

- The Commission never noticed a problem with the parking lot configuration and noted that it has been this way for at least 40 years.
- The PZC reviewed the Findings of Fact and found that this petition meets the criteria.

The PZC recommended **approval (6-0)** of the petitioner's request to leave the parking lot striped the way it is currently without any conditions.

Votes Required to Pass: A simple majority vote.

AN ORDINANCE GRANTING VARIATIONS
AT 6115 NORTHWEST HIGHWAY

DRAFT

WHEREAS, pursuant to the terms of a Petition (File #2016-15) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the granting of Variations from: A. Article 4-200 H. Dimensional Standards for parking spaces and aisles to allow 17-foot stalls, a variation of 2 feet from the required 19-foot stall and a 16.5-foot drive aisle, a variation of 7.5 feet from the required 24-foot drive aisle; and B. Article 4-200 D4. Minimum number of spaces required to allow 10 spaces, a variation of 7 spaces from the required 17; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on May 17, 2016 in the Northwest Herald, held a public hearing at 7:30 p.m., on June 1, 2016 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variations; and

WHEREAS, on June 1, 2016, 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 variations be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2016-15, dated as of June 2, 2016 and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variations be granted 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 Variations be granted from: A. dimensional standards for parking spaces and aisles to allow 17-foot stalls, a variation of 2 feet from the required 19-foot stall and a 16.5-foot drive aisle, a variation of 7.5 feet from the required 24-foot drive aisle; and B. the required number of parking spaces to allow 10 spaces, variation of 7 spaces from the required 17 for the parking lot to remain as is

at the property commonly known as 6115 Northwest Highway (19-08-226-008), City of Crystal Lake.

Section II: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of Variations 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: 12

**City Council
Agenda Supplement**

Meeting Date: June 21, 2016

Item: Drs. George Urban and Thomas Salvi - Temporary Use Permit to allow a farming use on an "R-2PUD" Single Family Planned Unit Development property.

Recommendation: City Council's discretion:
A. Motion to approve the Temporary Use Permit, pursuant to the recommendations listed below.
B. Motion to deny the applicant's request.

Staff Contact: Michelle Rentzsch, Director of Community Development

Background: The property owners, Drs. George Urban and Thomas Salvi, are requesting a Temporary Use Permit to allow farming of the vacant property located west of Randall Road, east of Carlemont Drive, south of Alexandra Boulevard, and north of Angela Lane. The property is currently zoned "R-2PUD" Single Family Planned Unit Development and is approximately 6 acres. In 2015, the City Council approved the farming of this property until June 10, 2016. Recently, the Building Division received a complaint regarding tall grass on the property. After site verification, the inspector contacted the property owner and at that time it was noted that a local farmer was scheduled to plant a crop on the property. Property owners typically do this for tax purposes so the property can be classified differently for property tax assessments.

Farming is not a regulated development under the Crystal Lake Stormwater Ordinance or NPDES regulations and therefore a stormwater permit is not required.

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

1. The Temporary Use Permit is valid for one year (June 27, 2016 to June 26, 2017).
2. If farming of the property is to continue next year, another Temporary Use Permit would be required.
3. If approved, the grass from the street extending to the crop must be maintained to a height less than 8 inches.
4. A designated area will need to be determined that allows any farm equipment to enter and exit the property.
5. A \$10,000 bond or letter of credit shall be provided to the City for any damage to the existing established parkway.

6. No crops shall be planted within the City right of way.
7. Should any sight line issues become present, the owners agree to cut the crops accordingly.
8. Per City Code no work can commence prior to 7:00 a.m. and must conclude by dusk.

The applicant has been made aware of these recommended conditions and advised to attend the June 21, 2016 City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date:

June 21, 2016

Item:

Raue Center – 26 N. Williams St

Sign Variation to allow a 72-square foot limited duration sign, a variation of 40 square feet.

Staff Recommendation:

City Council's Discretion:

- A. Motion to adopt an ordinance granting a variation to allow a 72-square foot limited duration sign, with the recommended conditions at 26 N. Williams Street.
- B. Motion to deny the variation request.

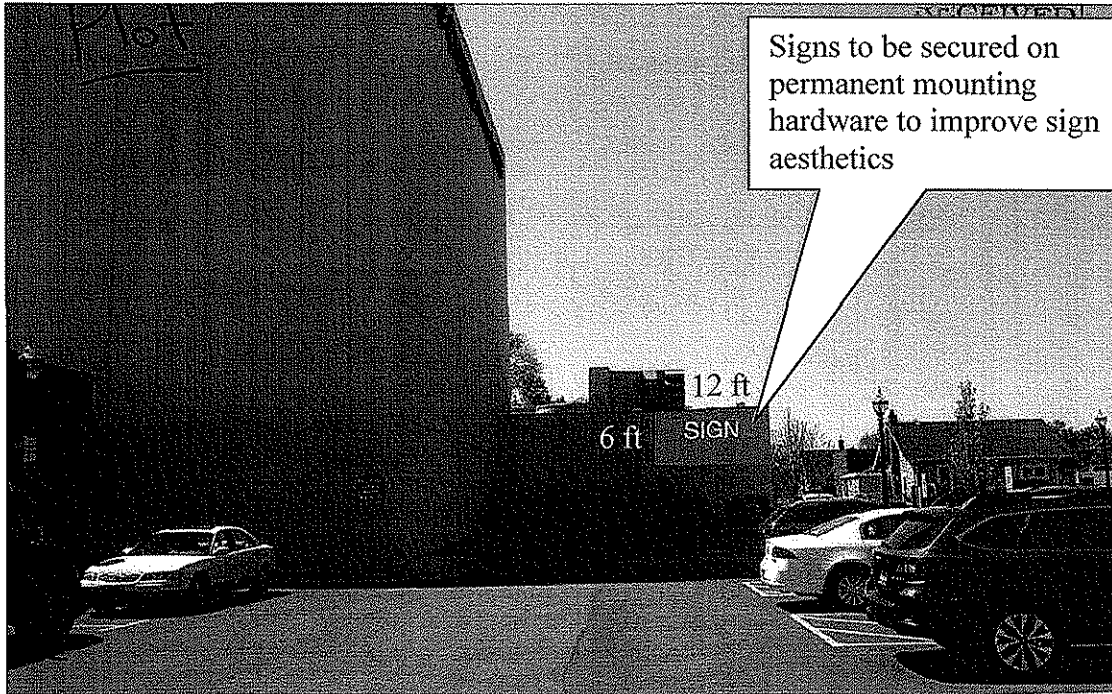
Staff Contact:

Michelle Rentzsch, Community Development Director

Background:

- Existing Use: The Raue Center is a performing arts theatre located at 26 N. Williams Street and is considered a civic use per the Unified Development Ordinance. Recently, the El Tovar Theatre (including the front marquee) was granted Historic Landmark status. The rear of the building was a later addition and does not have historical significance.
- UDO Requirement: Limited duration civic signs have no time limit and are permitted to be 32 square feet in area.
- Request: To allow a 72-square foot limited duration sign area for the various productions.

The petitioner has previously displayed limited duration signs at the proposed location, but the wind has blown the signs around. The proposed sign structure would securely hold the limited duration signs, which would improve the aesthetics of the signs.



Review Criteria:

The City Council can grant a Variation from the requirements of the Ordinance to overcome an exceptional condition which poses practical difficulty or particular hardship in such a way as to prevent the display of a sign as intended by the Ordinance and where the following standards are met:

1. The proposed Variation will not serve merely as a convenience, but alleviate some demonstrable and unusual hardship.
2. The proposed Variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood. The proposed Variation will not by itself, or with other signs, contribute to the creation of a visual distraction which may lead to personal injury or a substantial reduction in the value of the property.
3. The proposed Variation is in harmony with the intent, purpose and objectives of the Ordinance.

Recommended Conditions:

1. Approved plan, to reflect staff comments, as approved by the City Council:
 - A. Application (Raue Center, dated 05/24/16, received 06/02/16)
 - B. Plot (received 06/02/16)
 - C. Mounting Cut Sheet (Formetco, received 06/02/16)
2. The petitioner shall comply with all other requirements of the UDO for signage.

Votes Required to Pass: A simple majority vote.

ORDINANCE NO. _____
FILE NO. _____

DRAFT

AN ORDINANCE GRANTING A SIGN VARIATION FOR
RAUE CENTER FOR THE ARTS, 26 N. WILLIAMS STREET

WHEREAS, pursuant to the terms of the request (File #2016-26) before the City of Crystal Lake, the Petitioner has requested a sign variation from Article 4-1000 Table 4-1000G-1 to allow a 72-square foot limited duration sign, a variation of 40 feet, for Raue Center for the Arts; and

WHEREAS, a hearing of the request was held before the City of Crystal Lake City Council in the manner and in the form as prescribed by Ordinance and Statute; and

WHEREAS, as a result of said hearing, the City Council made a motion to approve the sign variation as requested; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the sign variation be granted as requested,

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

SECTION I: That a sign variation be granted to allow a 72-square foot limited duration sign, a variation of 40 feet, for Raue Center for the Arts located at 26 N. Williams Street (PIN 14-32-482-028), Crystal Lake, Illinois with the following conditions:

1. Approved plan, to reflect staff comments, as approved by the City Council:
 - A. Application (Raue Center, dated 05/24/16, received 06/02/16)
 - B. Plot (received 06/02/16)
 - C. Mounting Cut Sheet (Formetco, received 06/02/16)
2. The petitioner shall comply with all other requirements of the UDO for signage.

SECTION II: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of Variation 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 and approval as provided by law.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

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



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date:

June 21, 2016

Item:

City Code Amendment to Increase the Number of Class "13" Liquor Licenses – Applicant: Clinton Oil Corporation/Crystal Lake Mobil, 250 N. Route 31

Staff Recommendation:

Motion to adopt an ordinance increasing the number of Class "13" Liquor Licenses from the current permitted 21 licenses to 22 licenses.

Staff Contact:

Eric T. Helm, Deputy City Manager

Background:

The City has received a request from Clinton Oil Corporation/Crystal Lake Mobil, for the adoption of an ordinance providing for an amendment to the liquor license provisions of the City Code increasing the number of Class "13" Liquor Licenses from the current permitted 21 licenses to 22 licenses.

The City Code permits the issuance of a Class "13" liquor license for the sale of alcoholic liquors on the premises specified in the license in packages only but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday, and 7:00 a.m. Saturday and 2:00 a.m. Sunday, and 7:00 a.m. Sunday and 2:00 a.m. Monday.

The applicant does not currently hold a liquor license with the City of Crystal Lake. The applicant, Hemant Patel, has completed a criminal investigation which has revealed no past criminal history. The issuance of the license will be dependent on submitting all of the required paperwork.

The following chart compares gas stations in the City that have a liquor license:

<i>Location</i>	<i>Address</i>	<i>Liquor License</i>	<i>Approx. Sq. Footage</i>	<i>Approval</i>
Crystal Lake Mobil	250 N. Route 31	Class 13	2,436	Pending
Open Pantry/Shell	4811 Route 14	Class 13	2,975	Approved via Annexation
Citgo Convenience Store/McDonalds	7615 Route 176	Class 13	4,500	Approved via Annexation
Casey's General Store	639 Terra Cotta	Class 13	4,558	Council Approved in 2016
Bucky's Express	8108 Pyott Rd.	Class 13	7,054	Council Approved in 2014
Sam's Club	5670 Northwest Highway	Class 13	Small Store	Council Approved in 1992

In addition, the below table shows the approximate square footages of a few gasoline stations that do not have liquor licenses:

	<i>Address</i>	<i>Approx. Sq. Footage</i>
Mobil	Route 14 and Florence	1,000
Shell	681 Terra Cotta (Route 14 and 176)	1,200
Marathon	220 W. Virginia (Route 14 and McHenry	1,500

Other establishments currently holding a Class "13" liquor license include: 7-Eleven, Bucky's Express (approved-not yet issued), Midwest Petroleum (by McDonald's), Convenient Food Mart, Cost Plus World Market, Crystal Lake Food & Liquor, CVS Pharmacy, Fresh Market, Fresh Thyme Farmer's Market, General Store, Joseph's Marketplace, LaRosita of Mesos Group, Inc., Oak Street Food & Liquor, Open Pantry/Shell #801, Osco Drug, Sam's Club, Target, Walgreens (Rte. 31 & Rte. 14) and Wal-Mart, and Casey's General Store (approved-not yet issued).

Votes Required to Pass:

Simple majority



The City of Crystal Lake Illinois

DRAFT

**AN ORDINANCE AMENDING THE CODE
OF THE CITY OF CRYSTAL LAKE**

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

SECTION I: That CHAPTER 329 LIQUOR LICENSES Section 329-6 Limitations on licenses shall be amended as follows:

1. Class 13 License shall be increased from 21 to 22.

SECTION II: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

SECTION III: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 21st day of June, 2016.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: June 21, 2016

Approved: June 21, 2016



Agenda Item No: 15

**City Council
Agenda Supplement**

Meeting Date: June 21, 2016
Item: Service Member Recognition Banners
Staff Recommendation: Discussion Only
Staff Contact: Eric T. Helm, Deputy City Manager

Background:

A Crystal Lake resident approached City Staff requesting the consideration of a program to recognize active Crystal Lake military service members. The resident identified the City of Fort Wayne Indiana as an example of this concept, where roadside banners are used to identify names of actively deployed service members. This agenda supplement includes a short description of the Fort Wayne program, including the banner design, and application.

Following the resident's inquiry, City staff approached the Chamber of Commerce and requested its potential assistance in facilitating this program. The Chamber has agreed, in conjunction with local military veteran groups, to facilitate this program. An application, similar to the one attached, would be utilized and evaluated by the Chamber and veteran groups. If the criteria of the program are met, the Chamber would create and schedule the banner for the deployed service member. In order to fund the banner creation, the Chamber would solicit private funding.

City staff has identified 16 poles in the Virginia Street Corridor that could receive banners. It is proposed that City staff would be used to install and remove the banners on a rotating basis, potentially every six months. If there is consensus on the City Council, City staff will work with the Chamber to fully implement this program.

Votes Required to Pass:

Discussion Only



Agenda Item No: 16

City Council Agenda Supplement

<u>Meeting Date:</u>	June 21, 2016
<u>Item:</u>	MCCD Prairie Trail Underpass at Route 14 and Main Street.
<u>Recommendation:</u>	For discussion only
<u>Staff Contact:</u>	Abby Wilgreen, City Engineer

Background: The underpass under Route 14 is part of a regional trail that is owned by McHenry County Conservation District (MCCD). In 2002, the intersection improvement of Main Street and Route 14 was completed by the City of Crystal Lake. A federal grant was received for the intersection improvement so the project was led by the City and processed through IDOT. A component of the improvement was the installation of an underpass under the west leg of the intersection under Route 14 for the MCCD regional Prairie Trail. Throughout the planning and design as well as construction, a long-term maintenance agreement was never established between the City under its prior administration and MCCD.

Recent Activity: In the fall of 2013, City staff observed some structural cracking and wall movement on the underpass. City staff began recording the amount of wall shifting and had a structure analysis study completed by Hampton, Lenzini and Renwick (HLR). The City informed the District of the cracking/shifting concerns and a meeting was requested by the Executive Director of MCCD. City staff met with MCCD staff on August 6th and the following general topics were covered:

- An intergovernmental agreement (IGA) was never approved with the underpass construction project. An IGA would typically define the responsible parties and their duties for the improvement. As part of this project, MCCD requested a considerable sum of monies for acquisition of their land to complete this underpass project. The City had to pay for this right-of-way as part of the IDOT project and the situation did not lend itself to finalizing an IGA.
- MCCD generally feels that the underpass is technically not their responsibility but would like to create an intergovernmental agreement with the City to share (50/50) in the responsibility for maintenance of the underpass. Examples of other IGAs in the County were requested at the meeting.
- The City will request of IDOT confirmation that this improvement project met their standards for construction.

- The District will go back to their Board for permission to conduct soil borings around the underpass; which is the next step that was identified in the study to determine if bad soils are causing the movement of the underpass structure and retaining walls.

On September 15, 2014, staff from the City and MCCD met with IDOT to discuss the underpass. IDOT stated the maintenance responsibility is not theirs but they did have their structural engineer review the existing tunnel conditions and they did not feel that the tunnel was in an imminent danger of collapsing.

On January 15, 2015 by MCCD and on February 3, 2015 by the City, an Interim Agreement between MCCD and the City was approved that outlined the next steps in determining the cause of the shifting buttress walls. Next steps included soil borings (completed on 3/31/15), weep hole cleaning (completed March 2015) and another structure analysis per the request of MCCD (Completed on 9/2/15) of which the costs would be split 50/50 by both agencies.

Decision Points:

On May 31, 2106, the MCCD Board of Directors sent a letter to the Mayor and Councilmembers that requests a response by July 31, 2016 of their cost-share offer, or that offer will be rescinded.

To summarize the District's cost-share offer:

- A) MCCD agrees to share 50/50 the costs to repair the underpass structure, which is estimated to be \$280,000.
- B) MCCD agrees to perpetually maintain the asphalt trails leading up to the underpass.
- C) The City would perpetually monitor and repair the underpass in the future after it has been initially repaired.

Based on the direction of the Mayor and City Council, the final agreement will be forwarded to the City council at a future meeting, after legal review.

Votes Required to Pass: Discussion only



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date: June 21, 2016

Item: Well #6 Emergency Repair Work

Staff Recommendation: Motion to waive the formal bidding requirements and to award the proposal for emergency repair work on Well #6 at Water Treatment Plant #2 to the lowest responsible and responsive proposer, Water Well Solutions, and adopt a Resolution authorizing the City Manager to execute a service agreement with Water Well Solutions to complete repair work based on the proposal submitted with a 10% contingency.

Staff Contact: Victor C. Ramirez, P.E., Director of Public Works

Background:

On June 9, 2016, a slight vibration was noticed at Well #6. The following day the vibration increased and bronze metal shavings were found in the raw water discharge. Well #6 was shut off and taken out of service on June 10, 2016 due to imminent failure.

Well #6 is located at Water Treatment Plant #2 (530 Highland Avenue) and was last serviced three years ago. This is a high production deep well which is an essential component to the City's peak water production. It is in the best interest for the City to repair this well equipment and place it back into service as soon as possible, so the City's water system remains reliable through the summer months.

The maintenance interval time period varies for each well and is dependent on many factors including raw water quality, well construction, and if they are sand pumping wells. They are pulled on a rotational basis as required to address any operation and maintenance items requiring attention to help insure the reliability. Well #6 failure may be the result of the wear rings wearing down causing the pump impellers to wear against the bowl assembly and cut bronze shavings. We will not know conclusively what the cause is until the well is pulled and examined. Premature wear rings failure may be a result of sand introduced into the pumping equipment from the well. Due to changing conditions in the aquifer it is difficult to know when or if this may occur and some areas of the aquifer are more susceptible to sand than others. Another sign of concern is a drop in production which may indicate other issues but this well had not dropped in production.

When purchases over \$20,000 are requested, staff follows the competitive bidding procedures as outlined in the City Purchasing Policy. However, subsection D-Emergency Purchases Policy allows emergency purchases by authorization of the City Manager in the event that an unforeseen incident occurs where immediate action is necessary to safeguard the public's health and safety. Therefore, City Staff is requesting authorization to repair this well without utilizing the formal bid process so work on this well can begin immediately. Staff did solicit pricing to perform emergency repair work on Well #6 from three companies on June 14, 2016.

When performing repairs on a submersible well pump, it is impossible to calculate all repairs required until the pump has been removed, disassembled, and inspected. To provide the City with a competitive cost, vendors were requested to submit proposals that indicate hourly labor rates, material pricing, and equipment costs for possible repairs and services that may be needed.

The following table includes pricing for all of the work that staff anticipates for this project:

Proposer	Base Price	New Equipment (As Required)	Total Proposal <i>With required equipment</i>
√ Water Well Solutions Elburn, IL	\$ 101,780.00	\$ 104,476.00	\$ 206,256.00
Municipal Well & Pump Waupun, WI	\$ 147,690.00	\$ 73,480.00	\$ 221,170.00
Layne-Christensen Aurora, IL	\$ 115,940.00	\$ 121,838.00	\$ 237,778.00

√ Indicates the lowest responsive and responsible proposer

The base proposal includes general maintenance and repairs that are necessary for the well. This includes costs for pulling the pump and motor, inspection and maintenance of the motor, as well as blasting and painting the column pipe and rebuilding the pump. The alternate pricing provided is for services typically necessary during deep well maintenance projects, but that cannot be known until the well is pulled. Such expenses include, installing a new bowl assembly and new electric cable.

Recommendation:

The Public Works Department has reviewed the proposals received for completeness and accuracy in the specifications. Water Well Solutions has submitted the lowest qualified proposal per the specifications based on a typical scenario and anticipated repairs needed. The Public Works Department staff has verified references and has received positive recommendations. It is staff's recommendation to have Water Well Solutions perform the work on Well #6 in accordance with the terms and conditions of the proposal.

There are sufficient funds in the FY 2016/17 Budget for this expense.

Votes Required to Pass:

Super Majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a service contract between the CITY OF CRYSTAL LAKE and Water Well Solutions for Well #6 maintenance and repair in the proposed amount, with a 10% contingency.

DATED this 21st day of June, 2016

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: June 21, 2016
APPROVED: June 21, 2016



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date:

June 21, 2016

Item:

Suburban Purchasing Cooperative Contracts #151 and #152, Vehicle Purchase - 2017 Ford Utility Vehicles

Staff Recommendation:

Motion to adopt a resolution authorizing the City Manager to execute agreements with Currie Motors, in Frankfort, IL, for the purchase of one (1) Ford Utility Vehicle in the amount of \$27,660 through the Suburban Purchasing Cooperative, Contract #152 and Roesch Ford, in Bensenville, IL for the purchase of one (1) Ford Utility Vehicle in the amount of \$32,143 through the Suburban Purchasing Cooperative, Contract #151.

Staff Contact:

Paul DeRaedt, Chief of Fire/Rescue
Victor Ramirez, Director of Public Works

Background:

The Fire Rescue Department requested fleet vehicle replacements as part of the Fiscal Year 2016/2017 Budget. Two new Ford Utility Vehicles were requested and will replace two utility vehicles. The current vehicles will be re-allocated for other purposes in the fleet.

As members of the Suburban Purchasing Cooperative Program, the City is able to take advantage of the cooperative members' leveraged contract. This program allows members to combine purchasing power, which significantly reduces costs. All items that are bid through the Cooperative follow the same public procurement statutes that the City follows during the competitive, sealed bidding process.

Recommendation:

The Public Works Department and the Fire Rescue Department recommend purchasing two Ford Utility Vehicles. One in the amount of \$27,660 from Currie Motors in Frankfort, IL, and the other from Roesch Ford in Bensenville, IL in the amount of \$32,143. Both will be purchased through the Suburban Purchasing Cooperative Program. Funds have been budgeted for these purchases.

Votes Required to Pass:

Simple Majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute Purchase Agreements between the CITY OF CRYSTAL LAKE and Currie Motors (Frankfort, IL) for the purchase of one (1) Ford Utility Vehicle for \$27,660 and between the CITY OF CRYSTAL LAKE and Roesch Ford (Bensenville, IL) for the purchase of one (1) Ford Utility Vehicle for \$32,143.

DATED this 21st day of June, 2016.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: June 21, 2016
APPROVED: June 21, 2016