



CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
August 15, 2017
7:30 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Proclamation
 - a. Boltswitch, Inc. – 50 years
 - b. G & M Manufacturing – 50 years
5. Approval of Minutes – August 1, 2017 Regular City Council Meeting
6. Accounts Payable
7. 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.
8. Mayor's Report
9. City Council Reports
10. Consent Agenda
 - a. Downtown Crystal Lake/Main Street – Special Event Approval for a Gazebo Dinner Fundraiser; and Class 16 Temporary Liquor License Request, for September 7, 2017, in the gazebo in Depot Park; and waiver of the application fees.
 - b. Raue Center – Special Event Approval for an Oktoberfest; and Class 16 Temporary Liquor License Request, for September 8, 2017 and September 9, 2017, at Beyond Stables, 11129 Route 176; and waiver of the application fees.
 - c. Player's Bench – Special Event Approval for Open Mic Nights in the gazebo in Depot Park on August 18, 2017 and September 15, 2017.
11. Special Event request for the outdoor sale of birdhouses at 130 Virginia Street.
12. 129 N. Main Street – UDO Text Amendment to allow a Consignment Store as a permitted use in the B-4, Downtown Business zoning district; and parking variations.
13. Amendments for various provisions of the City Code-Chapters 228, 241, 358, 453, 455, 467, & 595.
14. Bid award and Resolution authorizing the execution of a two year purchase agreement with Ray O'Herron Co., Inc. for Police Department uniforms and; Reject all Police Department uniform bids received on June 16, 2017.

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

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



Agenda Item No: 10a

City Council Agenda Supplement

Meeting Date: August 15, 2017

Item: Downtown Crystal Lake/Main Street Special Event request for a gazebo dinner fundraiser and issuance of a Temporary Liquor License.

Recommendation: Motion to approve issuance of the Special Event and Class 16 Temporary Liquor License to Downtown Crystal Lake/Main Street, pursuant to the recommendations listed below and a waiver of the Special Event (\$50) and Temporary Liquor License (\$20) application fees.

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

Background: Downtown Crystal Lake/Main Street has requested 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, September 7, 2017 from 5:00 p.m. to 10:00 p.m. The City has a License Agreement with the UPRR that allows the City to authorize use of the gazebo, with approvals such as a Special Event permit.

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.

Downtown Crystal Lake has also applied for a Special Event 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, September 7, 2017. Downtown Crystal Lake has been approved for a raffle license by the City.

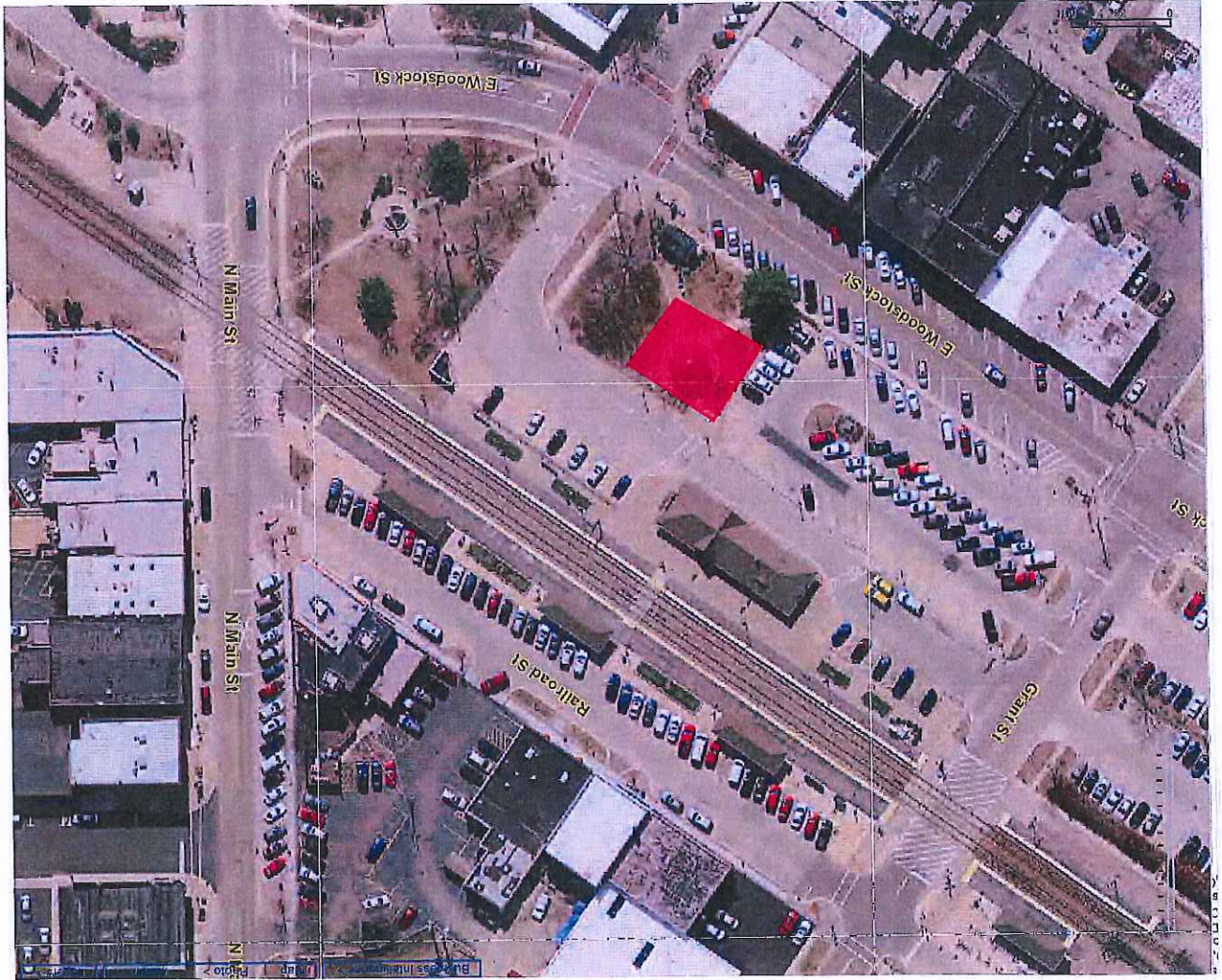
Since this is a fundraiser for the Downtown Crystal Lake organization, the applicant is requesting the Special Event application fee of \$50 and the Temporary Liquor License fee of \$20 be waived. The Downtown Crystal Lake organization has received waivers for other events, but a Temporary Liquor License fee has not been waived for any fundraisers.

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

1. The approval is valid for Thursday, September 7, 2017. In the case of inclement weather, an alternate date can be approved by the City Manager.
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 (with liquor liability) 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. The consumption of beer and wine must remain inside the gazebo.

The applicant has been made aware of these recommended conditions and advised to attend the August 15, 2017, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.





Agenda Item No: 10b

**City Council
Agenda Supplement**

Meeting Date: August 15, 2017

Item: Raue Center Oktoberfest Special Event request to allow stage, food/vendor/activity tents, and issuance of a Temporary Liquor License.

Recommendation: Motion to approve issuance of the Special Event and Class 16 Temporary Liquor License for the Raue Center Oktoberfest pursuant to the recommendations below and waiver of the Special Event (\$50) and Temporary Liquor License (\$20) application fees.

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

Background: The Raue Center is requesting a Special Event and the issuance of a Class "16" Temporary Liquor License in order to sell beer and wine for their 3rd annual Oktoberfest to be held at Beyond Stables located at 11129 Route 176 on Friday, September 8, 2017 and Saturday, September 9, 2017 from 2:00 p.m. to 10:00 p.m., both days. The applicant is striving for this event to be a family-oriented festival, which would include an activity area for the children, music, food and beer/wine. The event areas are proposed to be separated with fencing/barricades around each of them so the beer/wine will remain in the designated barn area. The applicant has discussed with staff two (2) check points for the beer/wine wristbands. They are also working on a notification system between the stage and the children's area in case a parent/guardian is needed.

The request for the issuance of a Class 16 Temporary Liquor License is for the sale of beer and wine at this annual event. Section 329-5-P of the City Code permits the issuance of a Class 16 Temporary Liquor License for the retail sale of beer and wine for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three days and shall be issued only for special events sponsored by the not-for-profit organization requesting the license. Attached for City Council review is a copy of all support documentation regarding this request.

The stage they are proposing is a stand-alone unit that has the scaffolding and canned lighting attached. The event will use a generator, for which the size and location will be reviewed with the Fire Rescue Department.

The Police Department has indicated that two (2) officers will be required for security and traffic control. The cost for the two officers, each working an 8-hour detail, is \$1,248.00.

Since this is a fundraiser for the Raue Center, they are requesting that the Special Event application fee of \$50 and the Temporary Liquor License fee of \$20 be waived. The Raue Center has received waivers of their other events (annual Bob Blaizer Walk/Run for the Arts), but a Temporary Liquor License fee has not been waived for any fundraisers.

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

1. Site changes that need to be made:
 - A. Overhead doors to be secured in the up position
 - B. Restrict access to additional portion of the building (other than for exiting)
 - C. Provide protection for temporary electrical for the stage
 - D. Provide clear 20 foot path from cooking area to building
 - E. Maintain clear drive aisles to building exits
 - F. Entrance drive to be marked 'no parking'
2. If a tent or canopy is used for the event, the tent requirements as detailed on the Tent/Canopies Requirements hand-out must be followed. The handout has been enclosed for reference.
3. An access lane of a minimum of 20 feet width must be maintained to the site for emergency access.
4. Generators, if used, shall be a minimum of 20 feet from any tents or canopies, and protected from the public by fencing, enclosure, or other approved means.
5. Any barricades used to restrict traffic or pedestrians must be easily moveable or manned by event staff should an emergency occur during event hours.
6. Provide adequate lighting for participants during night hours.
7. Schedule a meeting with the Fire Prevention Bureau and the Police Department at least one week prior to the event to review final details or any changes. The site shall be inspected the day prior to the event (September 7, 2017) for compliance with canopy spacing (if applicable) and electrical connections.
8. Submit stage lighting and canopy lighting specifications.
9. Provide male/female accessible restroom facilities.
10. Obtain approval from McHenry County Health Department.
11. Temporary wiring must comply with the 2005 Electrical code:
 - A. All exterior electrical equipment must be suitable for use in a wet location.
 - B. All 15A and 20A receptacles installed in a wet location must be within an enclosure that is weatherproof when an attachment plug is inserted. The outlet box hood must be listed for "extra-duty" use if supported by grade. Nonlocking-type 15A and 20A, 125V and 250V receptacles in a wet location must be listed as weather resistant.
 - C. Flexible electrical cords (extension cords) shall be UL listed for wet locations and extra hard usage (e.g. SEW, SEOW, SOW, and STOW).
 - D. Cord connectors (plugs) shall not be laid on the ground unless listed for wet locations.

- E. Use rubber cable protector/cable bridges where flexible electrical cords cross pedestrian paths.
 - F. Generator shall be grounded with two eight-foot long ground rods, a minimum of six feet apart, connected with a minimum #6 copper grounding conductor.
 - G. 2005 NEC, Sections 250-50, 250-56, and 250-66[A]
12. Contact Commander Neumann of the Crystal Lake Police Department at 815-356-3770 no later than August 31, 2017 to coordinate officers for the event. The applicant is required to pay for these officers at applicable rates.
 13. In the case of inclement weather, an alternate date can be approved by the City Manager.
 14. The sale and service of beer and wine must remain within the fenced area.
 15. All patrons of the beer and wine area must have appropriate wristbands.

The applicant has been made aware of these recommended conditions and will be attending the August 15, 2017, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 10c

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	August 15, 2017
<u>Item:</u>	Player's Bench Special Event request to use the gazebo for Open Mic Nights.
<u>Recommendation:</u>	Motion to approve the Special Event for Player's Bench to use the gazebo in Depot Park for Open Mic Nights.
<u>Staff Contact:</u>	Michelle Rentzsch, Director of Community Development

Background: The City has received a request from the Player's Bench to hold their second Open Mic Nights to be held at the Downtown Gazebo, located in Depot Park, Downtown Crystal Lake, on Friday, August 18, 2017 and Friday, September 15, 2017 from 5:00 p.m. to 8:30 p.m. The gazebo is actually located on property owned by the Union Pacific Railroad. The City has a License Agreement with the UPRR that allows the City to authorize use of the gazebo, with approvals such as a Special Event permit.

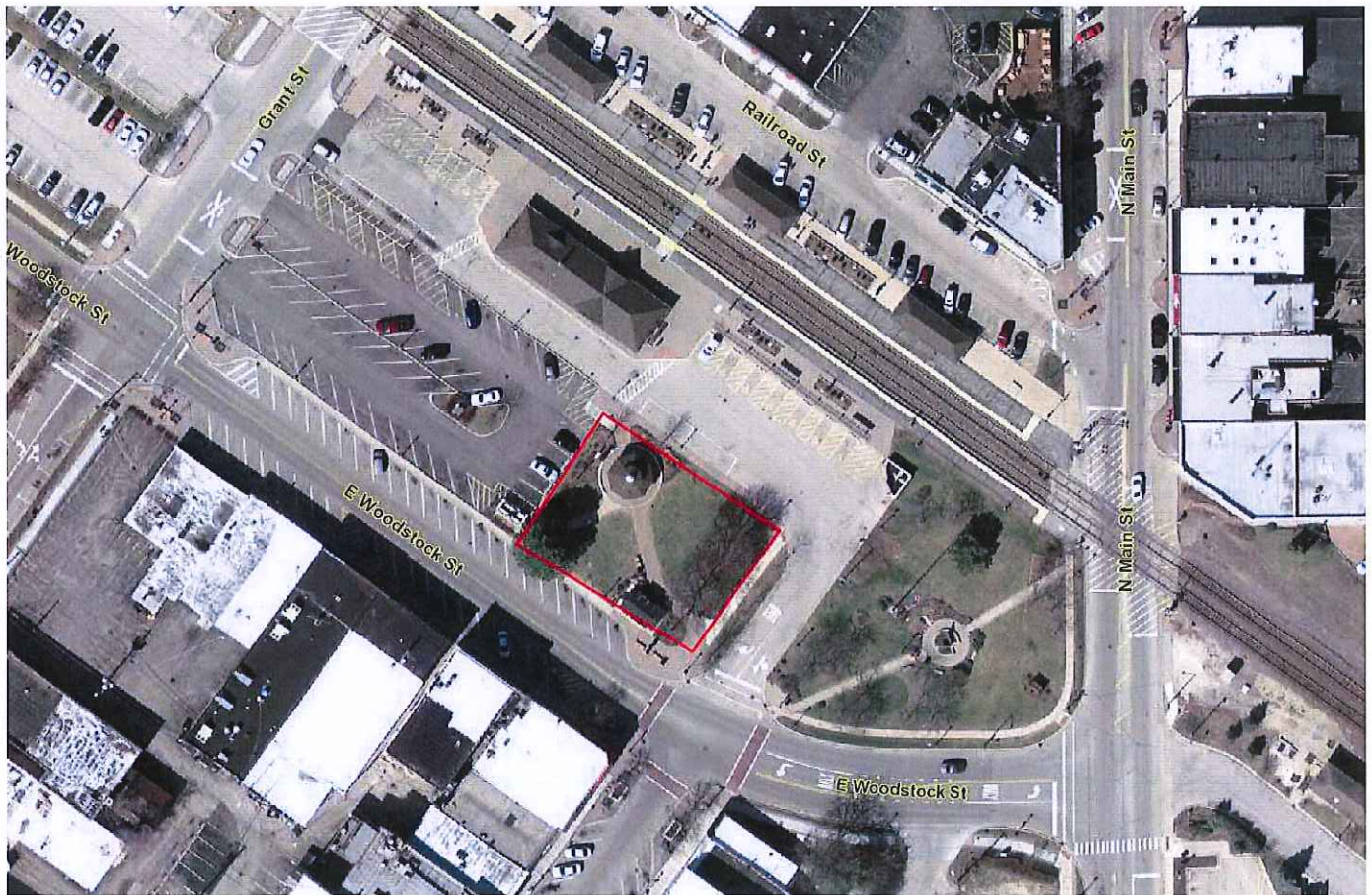
If the request is approved, the following conditions are recommended:

1. The approval is valid on Friday, August 18, 2017, and Friday, September 15, 2017.
2. Applicant is responsible for site clean-up, with all garbage removed at the end of the events.
3. Adequate trash receptacles must be supplied.
4. A certificate of insurance and a hold harmless agreement must be provided to the City.
5. If any electrical connections and equipment are to be used, they shall comply with the requirements of the 2005 National Electrical Code.
6. The area between the train depot exit and the gazebo must remain free of pedestrian traffic at all times. No pedestrian traffic and/or setting up chairs on the paved surface is allowed.

The applicant has been made aware of these recommended conditions and advised to attend the August 15, 2017, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.

SE17-50 Player's Bench – Downtown Gazebo – Open Mic Nights





Agenda Item No: 11

City Council Agenda Supplement

Meeting Date: August 15, 2017

Item: Special Event request for the outdoor sale of birdhouses at 130 Virginia Street.

Recommendation: City Council's discretion:
A. Motion to approve the Special Event for outdoor sales of birdhouses at 130 Virginia Street for the specified dates, pursuant to the recommendations listed below.
B. Motion to deny the applicant's request.

Staff Contact: Michelle Rentzsch, Director of Community Development

Background: The City has received a request from a Crystal Lake resident, Mike McIntyre, to conduct outdoor sales of his homemade birdhouses on the vacant lot next to The Freeze at 130 Virginia Street, for various dates through October of this year. Cody's Farm Stand has permission to sell farm and garden produce on this same vacant lot during the summer months.

Over the summer, the City has received several complaints about the sale of birdhouses appearing on residential and commercial vacant lots throughout town. Options to sell the birdhouses have been offered. These options are:

- A) Sell from inside Mr. McIntyre's residence; advertising the availability of the bird houses on-line, Craig's list, etc. (no outdoor display is allowed).
- B) Work with local merchants to sell the product in their stores, as many local craftspeople do – places such as Out of the Box or Yours & Meyn.
- C) Utilize Mr. McIntyre's existing commercial space at 835 Virginia Rd to sell the birdhouses.

Mr. McIntyre's optimal choice would be to sell the birdhouses outdoors on the vacant lot next to The Freeze, which is technically defined as an itinerant vendor, as he is not the owner of this lot. The licensing provision for transient vendors was removed from the City Code on January 3rd of this year in response to a Councilmember's concern with the Cubs merchandise vendor that was selling from the former Teddy's Liquors site.

The City has typically allowed outdoor sale of farm and garden produce and classified that differently than general merchandise. However, merchandise is sometimes sold outdoors by the owner of the lot, under a tent through a temporary approval such as a special event permit.

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

1. The approval is valid on August 11 to 13, 18 to 20, 25 to 27, 2017; September 1 to 3, 8 to 10, 15 to 17, 22 to 24, 29 to October 1, 2017; and October 6 to 8, 13 to 15, 20 to 22, and 27 to 29, 2017.
2. Temporary Signs
 - A. A banner is permitted on-site during the sale days and times.
 - B. Directional signs are permitted on sale days. Property owners must provide their approval. These directional signs must be removed at the end of the sale day.
 - C. Signs cannot obstruct the view of traffic or be attached to utility poles.
 - D. No directional signage is permitted in residential neighborhoods.
3. Purveyors shall be responsible for site clean-up, with all garbage removed at the end of each selling day.
4. Pedestrian ways must not be obstructed.
5. If a Tent/Canopy is to be used, it must comply with the following:
 - A. No smoking is permitted in or under any tents or canopies.
 - B. Enclosed tents shall be 20 feet from all buildings and other tents/canopies tents open on all sides are required to be 12 feet away from any structure.
 - C. The tents must be properly anchored.
 - D. No open flame, fire or heat, or any flammable or combustible liquids, gas, charcoal, or other cooking devices are permitted inside of or within 20 feet of any tent or canopy.
 - E. A portable fire extinguisher shall be present.
 - F. Inspection from the Fire Rescue Department for any tents/canopies must be completed prior to the sale being opened to the public.
6. Outdoor sales associated with this approval are restricted to 130 Virginia Street. No outdoor sales may occur on residential lots within the City limits.

The applicant has been made aware of these recommended conditions and advised to attend the August 15, 2017 City Council meeting to answer any questions.

Votes Required to Pass:

A simple majority vote.

SE17-51 McIntyre – 130 Virginia Street





Agenda Item No: 12

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	August 15, 2017
<u>Item:</u>	REPORT OF THE PLANNING & ZONING COMMISSION Strom – 129 N. Main Street
<u>Request:</u>	1. UDO Text Amendment to allow Consignment Store as a permitted use in the B-4, Downtown Business zoning district. 2. Variation from Article 4-200 from the required minimum parking of 6 spaces to allow 0 spaces.
<u>Petitioner:</u>	Cheryl Strom, petitioner
<u>PZC Recommendation:</u>	To approve the PZC recommendation and adopt an ordinance granting the Text Amendment to allow Consignment Store in the B-4, Downtown Business zoning district and a parking variation at 129 N. Main Street.
<u>Staff Contact:</u>	Michelle Rentzsch, Community Development Director

Background:

- Existing Use: The subject property was previously an insurance office.
- Previous Approvals: None.
- Proposed Use: The petitioner is requesting a Text Amendment in order to open a consignment store at the subject property. The store would sell furniture, home décor and seasonal goods.
- A UDO Text Amendment would be applicable to all other properties zoned B-4 in the City.
- The change of use to a more intense use requires the parking variation. Six parking spaces would be required for the consignment store and none are available on-site. The public parking lots are available across the street from this property.

PZC Highlights:

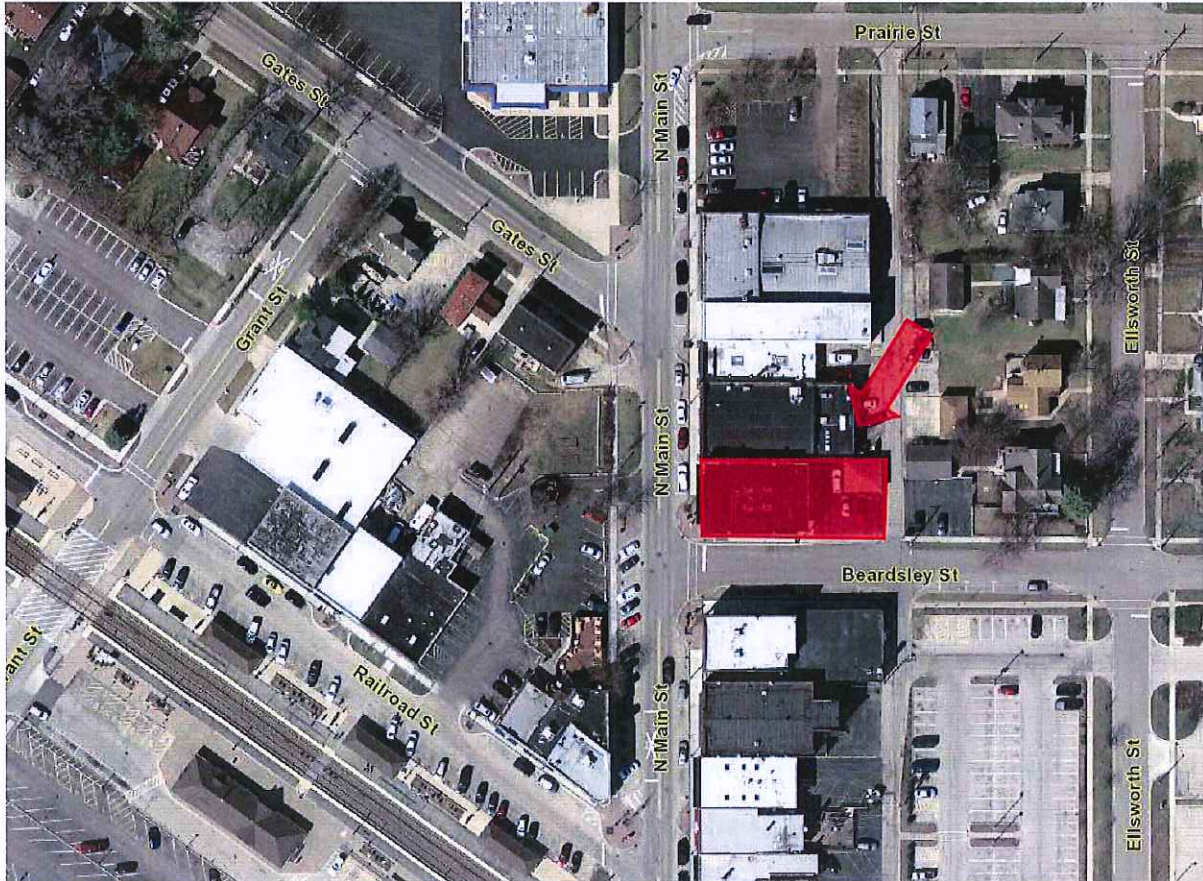
- The PZC discussed where deliveries should take place since the streets are busy in the area. They felt it would be best that the store deliveries be conducted off the street and in the alley.
- The PZC felt that the Findings of Fact had been met.

The PZC recommended **approval (5-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Strom, dated 07/13/17, received 07/20/17)
 - B. Floor Plan (Strom, received 07/20/17)
2. All employees for this business must acquire and maintain Z-lot passes.
3. The petitioner shall address all of the review comments and requirements of the Community Development and Fire Rescue Departments.
4. **All deliveries must be off the street. The parking spaces for the tenants shall be marked and designated.** (Added by the PZC)

Votes Required to Pass: A simple majority vote.

2017-24 Strom – 129 Main St – Variation, Text Amendment





DRAFT

The City of Crystal Lake Illinois

**AN ORDINANCE AMENDING CHAPTER 650 OF THE CODE OF ORDINANCES OF
THE CITY OF CRYSTAL LAKE, ILLINOIS, PROVIDING FOR A TEXT
AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE AND GRANTING A
VARIATION AT 129 N MAIN STREET**

WHEREAS, pursuant to the terms of a Petition (File #2017-24) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the granting of an UDO Text Amendment to allow Consignment Store as a permitted use in the B-4, Downtown Business zoning district and a Variation from Article 4-200 from the required minimum parking of 6 spaces to allow 0 spaces; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 18, 2017 in the Northwest Herald, held a public hearing at 7:30 p.m., on August 2, 2017 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed variation(s); and

WHEREAS, on August 2, 2017, 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 variation(s) be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2017-24, dated as of August 3, 2017; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Text Amendment and Variation be granted as requested in said Petition.

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

Section I: Article 2, Land Use, Table 2-300 Permitted Uses Table is amended to include the following additions and corrections:

	F	E	RE	R-1	R-2	R-3A	R-3B	O	B-1	B-2	B-4	M-L	M	W	USE CRITERIA	NAICS
Commercial																
Miscellaneous Store Retailers										P	P					
	Consignment Store															

Section II: That a Variation be granted from Article 4-200 from the required minimum parking of 6 spaces to allow 0 spaces at the property commonly known as 129 N. Main Street (14-33-309-009), City of Crystal Lake.

Section III: 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 (Strom, dated 07/13/17, received 07/20/17)
 - B. Floor Plan (Strom, received 07/20/17)
2. All employees for this business must acquire and maintain Z-lot passes.
3. The petitioner shall address all of the review comments and requirements of the Community Development and Fire Rescue Departments.
4. All deliveries must be off the street. The parking spaces for the tenants shall be marked and designated.

Section IV: 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 a Text Amendment to the UDO and Variation in accordance with the provisions of this Ordinance, as provided by law.

Section V: 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 15th day of August, 2017.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: August 15, 2017
Approved: August 15, 2017



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date: August 15, 2017

Item: Amendments for various provisions of the City Code.

Recommendation: Motion to adopt an ordinance amending various sections of the City Code.

Staff Contact: Michelle Rentzsch, Director of Community Development

Background:

- The proposed City Code text amendments would address issues observed by staff, based on their day-to-day application of the City Code, and would simplify the requirements and procedures for businesses and residents.

Request:

- Changes are proposed to Chapters 228, 241, 358, 453, 455, 467, and 595. A marked-up listing of all the existing and proposed code changes is attached as Exhibit A.
- The following charts provide an explanation of the proposed text changes.

Chapter 228

PROPOSED TEXT	EXPLANATION
<i>228-12 Targeted Development Zones</i>	A change to specify that this incentive applies only to retail developments.
<i>228-23 New Retailer Job Creation and Investment Program</i>	This program has been revised to include façade improvements as an eligible incentive and eliminate the incentive for 'new jobs created'. "New jobs created" was a difficult requirement to verify and show consistent maintenance of the standard. Façade improvements would be physical improvements that would increase the value of the properties and positively enhance the surrounding businesses. This change also raises the annual taxable sale threshold for eligibility from \$100K to \$150K.

<i>228-24 New or Expanding Manufacturer Job Creation and Equipment Investment Program</i>	Language has been added to incentivize existing manufacturers in the City to increase their facility size and output capacity.
<i>228-25 Existing Retailer Job Creation and Investment Program</i>	Same revisions as found in the new retailer section to incentivize façade improvements replacing 'new jobs created'.
<i>228-26 Eligible furniture, fixtures, and equipment expenses</i>	The revisions refine the items that are eligible for reimbursement. It also adds details about what façade improvements are eligible for reimbursement.
<i>228-27 Ineligible Projects</i>	Adds that façade improvements where prevailing wages have not been paid are ineligible.
<i>228-29 Administration</i>	Adds that grant funds will be disseminated to the recipients after one full year of sales tax data is verified. This change verifies that grant recipients have met the City's requires sales tax threshold in order to receive the grant funds.
<i>228-30 Required Documentation</i>	Removes the requirement for employment documentation and adds requirement for required façade improvement documentation.
<i>228-31 Review of proposals</i>	Removes reviewing the number of employees added from the list of items to review.

Chapter 241 Fees

PROPOSED TEXT	EXPLANATION
<i>241-49</i>	This new section allows the issuance of a building permit to be held for an applicant that has an outstanding balance with the City for any service. This would include things like non-payment of water bills.

Chapter 358: Noise

PROPOSED TEXT	EXPLANATION
<i>358-6 J Noises Prohibited</i>	The proposed amendment updates this section to current practice by allowing construction work on Saturdays between 8:00 a.m. and 6:00 pm. This is a common request that is regularly approved, without exception. Additionally, the change streamlines the processing of requests for construction outside of the normally permissible times.

Chapter 453: Special Events

PROPOSED TEXT	EXPLANATION
<i>453-2 Exemptions</i>	The changes further refine the exemptions for the Crystal Lake Park District. Under the current code, the Park District has to get permits for events held at the Colonel Palmer House, since they do not own the property.

453-4 <i>Administrative Approval of Major Events</i>	This change is to accommodate events such as the Homecoming Parades. As was the case with Temporary Use Permits, this new section allows administrative approval of Major Special Events if they are initially approved by the City Council, provided they are not substantially different from the previous year and they are not requesting certain items, like a temporary liquor licenses or a waiver of Police Department chargeback fees.
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Chapter 455: Storage, Outdoor

PROPOSED TEXT	EXPLANATION
455-3 <i>License Application</i>	Removed the requirement that the applicant state their citizenship and place of birth. Such information is not relevant for issuance of a permit for outdoor storage.

Chapter 467: Taxation

PROPOSED TEXT	EXPLANATION
<i>Article XI: Internet Auto Sales (new section)</i>	<p>Internet Auto Sales are increasing in popularity. Internet auto sales facilities are commercial enterprises that market and sell their vehicles entirely through the internet. Often times, the internet auto sales are an accessory use to an auto repair facilities. The City currently has several locations that operate as internet auto sales businesses.</p> <p>This section ensures that any commercial enterprise that is selling cars primarily through the internet is following all applicable Illinois regulations for car dealers, and that the point of sale is listed as Crystal Lake. This will ensure that sales tax from these auto sales are directed to the City.</p>

Chapter 595: Stormwater Management

PROPOSED TEXT	EXPLANATION
<p>595-7 <i>Table 1 Regulation of Routine Projects</i> 595-9 <i>Table 2 Summary of General Permit 1</i> 595-9C(9) <i>Minor Non Commercial Boat Docks</i></p>	For most of the history of the lake, the City has not had regulations concerning boat docks. When the County adopted their stormwater ordinance, and required that the City also adopt it, there was regulations for boat docks which mirrored the US Army Corps of Engineers and the Illinois Department of Resources regulations. The majority of the other navigable bodies of water within McHenry County would be held to these boat dock regulations. The City has received written confirmation from the US Army Corps of Engineers and the Illinois Department of Resources that

Crystal Lake is not regulated by them for boat docks. Crystal Lake is not considered to be a Navigable Water of the United States and therefore floating structures or structures supported by open piles are not regulated by them. The County agrees that these provisions should be removed from the Crystal Lake stormwater requirements. There are references in the stormwater code that should be removed. If the need arises in the future, the owner of the majority of the lake bed – the Crystal Lake Park District- may adopt regulations for boat docks.



DRAFT

The City of Crystal Lake Illinois

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE CODE OF
ORDINANCES OF THE CITY OF CRYSTAL LAKE, ILLINOIS**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF

CRYSTAL LAKE as follows:

SECTION I: That Section 228 Economic Development Incentive Program be amended to read as follows:

§ 228-12 Purpose; amount; qualifying properties; applicable fees.

A. In order to stimulate the development and redevelopment of these highly visible corridors, Route 14, Route 31 and Route 176 in Crystal Lake have been designated as targeted development zones.

B. Retail Developments within the Route 14, Route 31 and Route 176 corridors will be entitled to a waiver of 50% of all associated City review, permit and inspection fees for any commercial improvement valued at \$250,000 or greater.

C. Properties within the Route 14, Route 31 and Route 176 corridors are designated as those properties that have or would qualify for a Route 14, Route 31 or Route 176 address within the City of Crystal Lake. Properties on the periphery of these corridors may qualify for the fee waiver by consent of the City Council.

D. Associated City review, permit and inspection fees include those found under the following City Code sections: § 241-5, Industrial, commercial, offices, churches and schools; § 241-6, Alteration, remodeling and repair of any buildings or structures; § 241-7, Electrical; § 241-8, Plumbing; § 241-9, Heating; § 241-10, Air conditioning; § 241-11, Sewer/Water tap; § 241-18, Street breaks; § 241-19, Curb or sidewalk break; § 241-21, Building plan review; § 241-22, Automatic sprinkler review; § 241-23, Driveway; § 241-24, Parking lots; § 241-25, Fences; § 241-27, Elevators, dumbwaiters; escalators, moving walks and hoisting equipment; § 241-29, Building demolition; § 241-30, Moving of buildings; § 241-31, Zoning fees; § 241-32, Certificate of occupancy; § 241-33, Overtime fees; § 241-35A, New subdivision or individual

property plan review and inspection by City staff; § 241-37, Reinspection fee; § 585-8C, Issuance of permit; § 600-20, Fees; and § 650-77, Fees.

§ 228-23 New Retailer Job Creation and Investment Program.

A. The City intends to encourage and support job creation and further investment in the Crystal Lake business community by building and business owners. This program is designed to facilitate job creation and to assist business owners in occupying vacant retail space in the City. Through this program, the City will award grants to new retail businesses collecting retail sales taxes for façade improvements and for offsetting the purchase of furniture, fixtures, and equipment (FFE). The City will award a retail business owner. The City will award \$0.50 for each dollar spent by such new retail business owners who complete façade improvements or purchase FFE for their new business. The total award for new façade improvements and FFE expenditures may not exceed \$10,000 for a new retail business occupying a vacant retail space. All awards are subject to financial limitations established by the City's appropriation ordinance.

B. Eligibility criteria.

- (1) The program is open to any new sales-tax-revenue-generating business that will occupy vacant retail space or a building or that will construct a new building for its business.
- (2) Applicant must meet minimum annual taxable sales threshold of \$150,000.
- (3) Applicant's business must provide a stocked retail showroom for retail products.
- (4) Applicant must provide written proof of facade construction and/or FFE costs.
- (5) Applicant applying for funds for façade improvements must pay prevailing wages in connection with the construction of such improvements.
- (6) Applicant must file an application for grant funding prior to commencing improvements.
- (7) Grant recipient may apply after five years from the date of recipient's previous award through the Existing Retailer Improvement Program.
- (8) Applicant's business must be new to the Crystal Lake City limits; in-town relocations are ineligible.
- (9) Applicants are required to complete and submit an Illinois Department of Labor Authorization to Release Sales Tax Information form to City staff as part of the required application documentation.
- (10) Award calculations may include both façade construction and FFE costs, up to the maximum award amount.
- (11) Eligible FFE includes, but is not limited to, shelving, racks, tables, chairs, furniture, point-of-sale systems, fixed computer equipment used in business operation, office furniture, and appliances.
- (12) Façade improvements must comply with all applicable codes and ordinances.
- (13) Approved applicants shall be required to maintain their façade improvements or FFE for the duration of the grant agreement with the City of Crystal Lake, which shall be the lesser of five years or the time by which the grant award has been recovered by the City through sales taxes.

SECTION II: That Section 228-24 be amended to read as follows:

§ 228-24 New or Expanding Manufacturer Job Creation and Equipment Investment Program.

A. The City intends to encourage manufacturers to locate or expand their businesses in Crystal Lake. This program is designed to encourage new job creation and the related purchase of new equipment resulting from the owner occupying vacant manufacturing space in the City or expanding manufacturing operations through the construction of new buildings or expansion of existing buildings. Through this program, the City will award grants to new or expanding manufacturers for hiring new employees and for offsetting the purchase of furniture, fixtures and equipment (FFE) used in everyday operation. The City will provide manufacturing business owners with a grant for \$1,000 for each new full-time employee (minimum 37.5 hours per week) hired upon commencement of operations or directly relating to the expansion of the manufacturing facilities. Not more than two persons holding any form of ownership interest in a new industrial business may be included as employees in any request for a grant award pursuant to this section. Additionally, the City will provide a 50% matching grant to business owners who purchase eligible FFE for their new manufacturing facility. New or expanding manufacturers occupying vacant manufacturing space are eligible for up to a \$10,000 maximum grant award. Subject to the financial limitations as established by the City's appropriation ordinance, the City will match \$0.50 per dollar on a business owner's investment in eligible FFE for the interior of a manufacturing facility. All awards are subject to financial limitations established by the City's appropriation ordinance from time to time.

B. Eligibility criteria.

- (1) The program is open to any new manufacturer that will occupy vacant manufacturing space or a building, or that will construct a new building for its business; or any expanding manufacture that increases their space by a minimum of 20% and adds additional jobs or purchases new FFE.
- (2) Applicant's business must develop and manufacture finished hard or soft goods, provide technological products, equipment, or software.
- (3) Applicant must provide written proof of employee recruitment and of FFE costs.
- (4) Applicant must file an application for grant funding prior to commencing improvements.
- (5) Grant recipient may re-apply after 5 years from the date of recipient's previous award.
- (6) Eligible FFE includes, but is not limited to, shelving, racks, fixed computer equipment used in business operation, manufacturing/assembly equipment used in everyday operation of the business, and office furniture.
- (7) Award calculation may include both new employees and FFE costs, up to maximum award amount.
- (8) Approved applicants shall be required to maintain their employment levels and FFE for the duration of the grant agreement with the City of Crystal Lake, for a term of five years.

SECTION III: That Section 228-25 be amended to read as follows:

§ 228-25 Existing Retailer Job Creation and Investment Program

A. The City intends to encourage and support façade improvements and further investment in the Crystal Lake business community by its current building and business owners. This program is designed to assist business owners in their efforts to expand and/or relocate within Crystal Lake. Through this program, the City will award grants to existing Crystal Lake retail businesses collecting retail sales taxes for expanding their existing retail storefronts into space that was vacant immediately prior to the expansion or for relocating within the City limits to a larger retail space. This grant program will provide financial assistance to such retailers for façade improvements and/or for offsetting the purchase of furniture, fixtures and equipment (FFE) used in the expansion or relocation. The City will match \$0.50 per dollar on a business owner's investment in eligible façade improvements and/or FFE for the interior or exterior of a retail property. The building or business owner who has funded the investment in the furniture, fixtures, and equipment must first apply for and be approved in order to receive the grant from the City. All awards are subject to financial limitations established by the City's appropriation ordinance.

B. The total grant award available to an existing retailer pursuant to this section shall be limited based upon the retailer's previous annual taxable sales during the twelve-month period immediately preceding the date of application for the grant award. Existing retail businesses meeting the eligibility provisions of this section may be awarded grants in accordance with the following schedule:

Annual Taxable Sales	\$150K - \$2.49K	\$2.5M - \$4.99M	\$5M - \$7.49M	\$7.5M+
Maximum Grant Award	\$5,000	\$10,000	\$15,000	\$20,000

C. Eligibility criteria.

- (1) The program is open to any existing Crystal Lake sales-tax-revenue-generating business that will:
 - (a) Expand its current location by at least 20% in gross floor area into space that was vacant immediately before the expansion and purchase new FFE or who completes construction of façade improvements (excludes businesses generating over \$7,500,000 in annual taxable sales); or
 - (b) Relocate to vacant space that is 20% larger than its current location, in a new building or into a different existing building not within the same shopping center and purchase new FFE or completes construction of façade improvements (excludes businesses generating over \$7,500,000 in annual taxable sales).
- (2) Applicants must meet a minimum annual taxable sales threshold of at least \$150,000 in annual sales over the twelve-month period immediately preceding the date of application for the grant award.
- (3) Applicant's business must provide a stocked retail showroom for retail products.
- (4) Applicant must provide written proof of FFE costs.
- (5) Applicants applying for funds for façade improvements must pay prevailing wages.
- (6) The grant award amount cannot exceed 50% of the applicant's expenditures on eligible furniture, fixtures, and equipment.
- (7) Applicant must file an application for grant funding prior to commencing improvements.
- (8) Grant recipient may reapply after 10 years from the date of recipient's previous award.

- (9) Award calculation may include both façade construction and FFE costs, up to maximum award amount.
- (10) Eligible FFE includes, but is not limited to; shelving, racks, tables, chairs, point-of-sale systems, fixed computer equipment used in business operation, office furniture, and appliances.
- (11) Façade improvements must comply with all applicable codes and ordinances.
- (12) Eligible façade improvements include, but are not limited to; exterior brick cleaning; exterior tuck pointing; exterior painting; wall façade construction, repair, and treatment; original exterior architectural features repair or replacement; interior/exterior demolition; and historic renovation to interior/exterior.
- (13) Approved applicants shall be required to maintain the FFE for the duration of the grant agreement as noted by the commencement date with the City of Crystal Lake, which shall be at least five years.

SECTION IV: That Section 228-26 be amended to read as follows:

§ 228-26 Eligible furniture, fixtures and equipment expenses.

Eligible investments for new and existing retailers include, but are not limited to: shelving, racks, tables, chairs, point-of-sale systems, fixed computer equipment used in business operation, office furniture, and appliances. Eligible façade improvements include, but are not limited to; exterior brick cleaning; exterior tuck pointing; exterior painting; wall façade construction, repair, and treatment; original exterior architectural features repair or replacement; interior/exterior demolition; and historic renovation to interior/exterior. Eligible investments for new manufacturers include, but are not limited to, shelving, racks, fixed computer equipment used in business operation, manufacturing/assembly equipment used in everyday operation of the business, and office furniture. Furniture, fixtures, and equipment not included within the eligibility list above are subject to approval by the City Council.

SECTION V: That Section 228-27 be amended to read as follows:

§ 228-27 Ineligible projects.

The Retailer Job Creation and Investment Program and the Existing Retailer Expansion and Relocation Program will not provide grant funds to businesses who do not collect sales taxes or who do not meet the minimum taxable sales threshold of \$150,000 in taxable sales. Furniture, fixtures, and equipment shall not include working capital, debt refinancing, inventory acquisition, application fees, permit fees, legal fees, or signage. Façade improvements where prevailing wages have not been paid are also ineligible.

SECTION VI: That Section 228-29B be amended to read as follows:

- B. Matching grant funds will be disseminated to grant recipient only after:
 - (1) The recipient's business receives a final certificate of occupancy,
 - (2) The recipient provides the City with proof of furniture, fixture, and equipment costs,
 - (3) The recipient provides material costs and certified payroll reports, for any façade work, and

(4) The City has been able to verify one-full year of sales tax data.

SECTION VII: That Section 228-30B be amended to read as follows:

B. Applicants must provide material costs and certified payroll verifying prevailing wages were paid for any façade work reimbursement.

SECTION VIII: That Section 228-31B shall be amended to read as follows:

B. Scope of new investments proposed.

- (1) Value of fixtures, furniture, and equipment to be purchased.
- (2) Potential economic impact. Use of the subject property as a result of the new business activity.
- (3) Ways it will contribute to the economic vitality of the community.
- (4) How the use is compatible with and/or complements mix of existing uses.

SECTION IX: That Section 241-49 be created and shall read as follows:

241-49 Denial of Permit for Non-payment

Any permit, license, program, or service provided by the City of Crystal Lake may be denied if the person has outstanding fines, fees, or money due the City and has failed to pay the fine, fee, or money due. The denial of the permit, license, program or service shall not apply to emergency services relating to the public health, welfare, or safety. The person requesting the permit, license program, or service may appeal a denial to the City Manager or designee.

SECTION X: That Section 358-6J be amended to read as follows:

J. Construction or repair of buildings, excavation of streets and highways: The construction, demolition, alteration or repair of any building or the excavation of streets and highways other than between the hours of 7:00 a.m. and 7:00 p.m., on Monday through Friday, and 8:00 a.m. and 6:00 p.m. on Saturdays. In cases of emergency, construction or repair noises are exempt from this provision. In nonemergency situations, the Building Commissioner or City Manager, or their designees, may grant permission, upon written request, if the Building Commissioner or City Manager, or their designees, determines that the public health and safety, as affected by loud and raucous noise caused by construction or repair of buildings or excavation of streets and highways between the hours of 7:00 p.m. and 7:00 a.m. will not be impaired, and if the Building Inspector or City Manager, or their designees, further determines that loss or inconvenience would result to a party of interest. The permission in nonemergency cases shall be valid for a period of not more than three days. The permission may be renewed once for a period of three days or less.

SECTION XI: That Section 453-2 be amended to read as follows:

453-2 Exemption

- A. The following are exempt from obtaining a major or minor special event permit:
- (1) The City of Crystal Lake

- (2) Events at Three Oaks Recreation Area. See Chapter 383, Parks and Recreation, for events at Three Oaks Recreation Area.
- (3) Sidewalk sales. See Chapter 440, Sidewalk Sales, for sidewalk sales.

B. The following are exempt from obtaining a major or minor special event permit, unless City services are required of or required by the City of Crystal Lake:

- (1) The Crystal Lake Park District for events wholly on Park District property or property the Park District manages.
- (2) Educational institutions approved or authorized by the State of Illinois for events wholly on their property.
- (3) Block parties that do not request a full closure of a road, street, or City block.
- (4) Film production exemptions. Schools, businesses, places of worship, and residents using their own premises for producing films for their own educational, family, or training purposes; individuals filming on public or private property for personal, noncommercial purposes; and the filming of actual news events or stories within the City of Crystal Lake are exempt from obtaining a major or minor special event permit.

SECTION XII: That Section 453-4F be created and shall read as follows:

F. Administrative Approval of Major Special Events: The Director of Community Development may approve a Major Special Event if the following conditions are met:

- 1. The Special Event is held on an annual or routine basis.
- 2. Previous iterations of the Special Event have been approved by the City Council
- 3. The Special Event does not have any substantial changes, in the opinion of the Director of Community Development, from what has previously been approved.
- 4. The applicant is not requesting a temporary liquor license or variation to an existing liquor license in conjunction to the Special Event.

SECTION XIII: That Section 455-3B be deleted and the subsequent section be renumbered

SECTION XIV: That Table 1 in Section 595-7 be amended by deleting the line containing the Boat Docks Project Type.

SECTION XV: That Table 2 in Section 595-9 be amended by deleting the line containing the Minor noncommercial boat docks type of regulated development.

SECTION XVI: That Section 595-9C(9) be deleted and the subsequent section be renumbered in sequential order.

SECTION XVII: That Article XI be added to Chapter 467: Taxation, and shall read as follows:

Article XI: Internet Auto Sales

467-59. Findings.

Internet Auto Sales facilities are commercial enterprises with unique qualities which differentiate them from other permitted uses and, as such, require the imposition of certain specific regulations intended to promote the public health, safety, comfort, morals and convenience by ensuring that such uses are compatible with neighboring property and only minimally impact the area roadway network.

467-60. General Regulations.

- A. All vehicle dealers must be in compliance with applicable regulations of the Illinois Secretary of State's office with respect to licensing, and obtain a state dealers license.
- B. A vehicle dealer is any person engaged in the business of selling or dealing in, on consignment or otherwise, five or more vehicles during the year, or who acts as an intermediary, agent or broker for any licensed dealer or vehicle purchaser, or who represents or advertises that he/she is engaged in or intends to engage in such a business.
- C. An internet vehicle dealer is a vehicle dealer who primarily sells or deals through the internet.
- D. The point-of-sale, for any transaction involving any internet vehicle dealer who has a physical presence within the corporate limits of the City of Crystal Lake, shall be the City of Crystal Lake.

SECTION XVIII: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION XIX: 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 15th day of August, 2017.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: August 15, 2017

APPROVED: August 15, 2017

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: August 15, 2017

Item: Police Department Uniform Bid

Staff Recommendation:

1. Motion to reject all Police Department uniform bids received on June 16, 2017.
2. Motion to award the bid opened on July 7, 2017 for Police Department uniforms to the lowest responsive and responsible bidder, Ray O'Herron Co., Inc. and to adopt a resolution authorizing the City Manager to execute a two year purchase agreement with Ray O'Herron Co., Inc. for Police Department uniforms in the submitted bid amounts, with the option of two, one-year extensions.

Staff Contact: James Black, Chief of Police

Background:
On July 7, 2017, the City of Crystal Lake publicly opened the bids received for Police Department uniform pricing. The winning bidder will furnish dress uniforms, work uniforms, and leather goods purchased throughout the year by the Police Department. Prices for each individual item bid were evaluated for compliance and compared against the other bidders.

Listed below are the bidder's with the total lowest costs to outfit a new police officer with uniforms:

<u>Bidder</u>	<u>Original Bid</u>
Ray O'Herron Co. Inc. ✓ (Downers Grove, IL)	\$1,491.64
Galls, LLC (Lexington, KY)	\$1,513.87
Today's Uniform (Crystal Lake, IL)	\$1,635.45

✓Lowest responsive and responsible bidder

Listed below are the individual items that make up the outfitting of a new police officer:

ITEM	Number Ordered	O'Herron Unit Bid	Total Price	Today's Unit Bid	Total Price	Galls Unit Bid	Total Price
L/S Shirt	5	\$48.50	\$242.50	\$48.95	\$244.75	\$47.99	\$239.95
S/S Shirt	5	\$41.00	\$205.00	\$45.95	\$229.75	\$41.99	\$209.95
Duty Trousers	5	\$49.50	\$247.50	\$54.95	\$274.75	\$51.00	\$255.00
Stretch Turtleneck	1	\$24.80	\$24.80	\$25.95	\$25.95	\$28.00	\$28.00
Mock Turtleneck	1	\$29.80	\$29.80	\$25.95	\$25.95	\$27.00	\$27.00
Dickey Turtleneck	1	\$18.75	\$18.75	\$14.95	\$14.95	\$7.99	\$7.99
Stretch Mock Dickey Turtleneck	1	\$18.75	\$18.75	\$14.95	\$14.95	\$7.99	\$7.99
Dress Duty Pants	1	\$37.10	\$37.10	\$39.95	\$39.95	\$38.00	\$38.00
Dress Blouse	1	\$95.90	\$95.90	\$129.95	\$129.95	\$170.00	\$170.00
Dress Shoes	1	\$50.25	\$50.25	\$52.95	\$52.95	\$53.00	\$53.00
Five Star Hat	1	\$38.90	\$38.90	\$39.95	\$39.95	\$46.00	\$46.00
Inner Duty Belt Basket Weave	1	\$29.99	\$29.99	\$33.95	\$33.95	\$28.00	\$28.00
Outer Duty Belt Basket Weave	1	\$55.00	\$55.00	\$57.95	\$57.95	\$48.00	\$48.00
Clip-On Tie	2	\$5.00	\$10.00	\$4.95	\$9.90	\$4.00	\$8.00
Blauer 9820 Tacshell Outer Jacket	1	\$149.00	\$149.00	\$175.95	\$175.95	\$130.00	\$130.00
Blauer 4660 Softshell Fleece Jacket	1	\$98.00	\$98.00	\$125.95	\$125.95	\$78.00	\$78.00
Long Raincoat	1	\$130.50	\$130.50	\$129.95	\$129.95	\$130.00	\$130.00
Five Star Cap Cover	1	\$9.90	\$9.90	\$7.95	\$7.95	\$8.99	\$8.99
TOTALS			\$1,491.64		\$1,635.45		\$1,513.87

The July 7, 2017 bid pricing replaces bids that were previously received on June 16, 2017. For the bids received on June 16, 2017, two firms, Ray O'Herron Co., Inc., and Today's Uniforms, submitted bids. Because of issues with both of the bids received, in consultation with legal counsel, it was determined that in the interest of fairness and the best interests of the City, the Police Department uniforms would be rebid.

Issues that were noted with the June 16, 2017 bids included:

1. Today's Uniforms failed to provide the required bid bond certificate;

2. Today's Uniforms did not offer bids on many line items due a limitation in their ability to offer the Department's preferred brand of clothing; instead, they provided alternate bids under a different brand name at a lower cost;
3. The alternate brand of clothing has not been tested for suitability/quality by the Police Department;
4. While Ray O'Herron Co., Inc. provided a bid for each specific line item by the brand name listed and preferred, they failed to provide a suitable alternate bid per line item; and
5. Ray O'Herron Co., Inc. could, but failed, to provide bids for alternate brands of clothing at lower prices than the preferred brand.

Recommendation:

The Police Department and Finance Department have reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is staff's recommendation for the City Council to reject the submitted bid prices relating to the bid opening on June 16, 2017, and award the bid for police uniforms to Ray O'Herron Co., Inc. in the submitted prices for the bid opening on July 7, 2017. The bid agreement will be valid for two (2) years, beginning August 2017, with the option for two, one-year extensions. There are sufficient funds in the FY 2017/18 Budget and anticipated FY 2018/19 Budget for these items.

Ray O'Herron Co. Inc. is a regionally known uniform provider that works with many law enforcement agencies in Illinois. Ray O'Herron Co. Inc. is the City's current uniform supplier under contract. Their products and service have met expectations.

The bid process and associated documents have been reviewed by legal staff.

Votes Required to Pass:

Simple majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that all Police Department uniform bids received on June 16, 2017 are hereby rejected.

BE IT FURTHER RESOLVED that the City Manager be and he is hereby authorized and directed to execute a purchase agreement between the City of Crystal Lake and Ray O'Herron Co., for Police Department uniforms in the submitted bid amounts received on July 7, 2017 for two (2) years beginning August 2017, with the option of two, one-year extensions.

DATED this 15th day of August, 2017

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: August 15, 2017
APPROVED: August 15, 2017