



CITY OF CRYSTAL LAKE

AGENDA

CITY COUNCIL

REGULAR MEETING

City of Crystal Lake

100 West Woodstock Street, Crystal Lake, IL

City Council Chambers

November 20, 2018

7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – November 6, 2018 Regular City Council Meeting**
5. **Accounts Payable**
6. **Public Presentation**
The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the City staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against City staff or elected officials are not permitted.
7. **Mayor's Report**
8. **City Council Reports**
9. **Consent Agenda**
 - a. **Reiland Drive – Continuation of Vacation Request.**
10. **295 Washington Street, 1776 Restaurant – Special Use Permit for a Private Parking Lot.**
11. **455 Coventry Lane, Suite 112 – Special Use Permit for a Massage Establishment.**
12. **851 W. Route 176, Crystal Lake Park District – Special Use Permit Amendment for Lighting Standards for Lippold Park.**
13. **5720-5902 N. Illinois Route 31 – Annexation Public Hearing, Preliminary and Final Planned Unit Development for a Car Wash with Electronic Message Center Sign, and Re-Zoning upon Annexation of Parcels 6 & 7 to B-2 PUD.**
14. **Fairfield Inn & Suites, 900 Cog Circle – Final Planned Unit Development Amendment.**
15. **Discussion Only – Capital Improvement Project – Crystal Creek Culverts.**
16. **Bid Award – Wide Area Network High Speed Private Fiber Services.**
17. **Bid Award - Banking Services, Armored Car Service, and Designation of Primary Financial Institution.**

18. **Bid Award – Backup Pump Generator and Associated Equipment for Water Treatment Plant #4/
Wastewater Treatment Plant # 3.**
19. **Bid Award – Reserve Winter Salt Purchase.**
20. **Council Inquiries and Requests.**
21. **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.**
22. **Recouvene to Regular Session.**
23. **Adjourn.**

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



Agenda Item No: 9a

**City Council
Agenda Supplement**

Meeting Date: November 20, 2018

Item: Reiland Drive Vacation – Continuation of Vacation Request

Recommendation: Motion to continue the Reiland Drive vacation request to the December 4, 2018 City Council meeting.

Staff Contact: Michelle Rentzsch, Director of Community Development

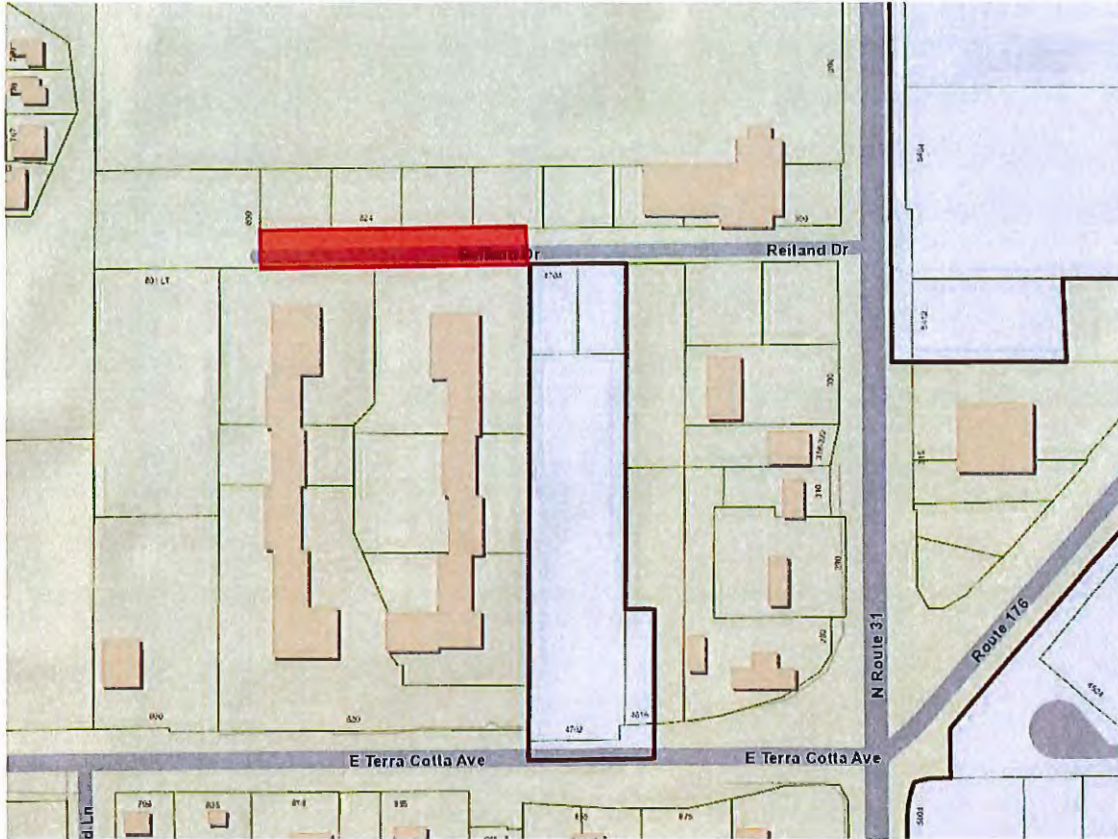
Background:

The proposed partial vacation of Reiland Drive was a stipulation in the annexation agreement for Jemco Properties located at the terminus of Reiland Drive. The current property owner, GPM Pump & Truck, has requested the vacation of the part of Reiland Drive that is not improved as a City street. The public hearing date was scheduled for the November 20, 2018 City Council meeting, but the applicant will be out of town on this date.

It is requested that this item be continued to the December 4, 2018 City Council meeting so the applicant can be present at the public hearing.

Votes Required to Pass: A simple majority.

PLN-2018-82 Reiland Drive Plat of Vacation





Agenda Item No: 10

**City Council
Agenda Supplement**

Meeting Date: November 20, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request:

1. Special Use Permit for a private parking lot.
2. Variations from:
 - a. Article 4-200 to allow a 14-foot parking lot setback abutting a street, a variation of 6 feet.
 - b. Article 4-400 to allow up to 5.5-foot perimeter parking lot landscape area, a variation of 2.5 feet.
 - c. Article 4-400 to allow a 14-foot perimeter parking lot landscape area abutting a street, a variation of one foot.
 - d. Article 4-1000 to allow a freestanding sign without a solid base.

Petitioner: Rhienna McClain Trevino (1776 Restaurant), petitioner
295 Washington Street

PZC Recommendation: Motion to approve the PZC recommendation and adopt an ordinance for variations and a Special Use Permit for a private parking lot at 295 Washington Street.

Staff Contact: Michelle Rentzsch, Director of Community Development
Kathryn Cowlin, Planner

Background:

- The subject property was previously a single-family home. After being purchased the home was demolished for the proposed parking lot.
- UDO Requirements: A Special Use Permit is required for private parking lots located in the R-3B (Multi-Family Residential) zoning district.

Request:

- The petitioner is requesting a Special Use Permit for a private parking lot and variations from the yard abutting a street setback requirement, landscaping width requirements and the freestanding sign base requirement.

- In order to maximize the number of available parking spaces, the layout of the parking lot is a one-way angled parking space design. A setback variation for the yard abutting a street on Pierson Street is being requested. The required setback is 20 feet and the proposed setback is 14 feet.
- The subject property is in a depressional storage area. The plan illustrates raising the sidewalk along Washington Street to ensure water remains in the street.
- There is a rain garden along the perimeter of the parking lot on Pierson Street to address the requirements of the Watershed Ordinance.

PZC Highlights:

- A neighbor asked about when the parking lot lighting would be turned off and the petitioner stated that the lighting would be turned off after staff closed the restaurant. The restaurant closes between 10pm and 10:30pm and is closed on Sundays.
- The PZC was supportive of the request and found that it met the Findings of Fact.

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 (McClain Trevino, dated 10/18/18, received 10/18/18)
 - B. Plan Set (Haeger Engineering, dated 08/10/18, received 10/18/18)
 - C. Sign Plan (Hughes Signs, received 10/18/18)
2. Work with staff to finalize a landscape plan that meets the planting requirements for parking lots per the UDO and Crystal Lake Watershed requirements.
3. The freestanding sign must be no greater than 5 feet in height and 20 square feet in size.
4. The directional signs must be no greater than 3 feet in height.
5. Work with staff to finalize engineering plans per the Crystal Lake Watershed requirements.
6. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Fire Rescue Departments, as well as the City's stormwater consultant Christopher B. Burke Engineering.

Votes Required to Pass: A simple majority.

PLN-2018-143 1776 Restaurant - Special Use Permit





The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AND VARIATIONS
AT 295 WASHINGTON STREET**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2018-143) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit for a private parking lot and Variations from: A. Article 4-200 to allow a 14-foot parking lot setback abutting a street, B. Article 4-400 to allow up to 5.5-foot perimeter parking lot landscape area, C Article 4-400 to allow a 14-foot perimeter parking lot landscape area abutting a street, and D Article 4-1000 to allow a freestanding sign without a solid base for the property located at 295 Washington Street; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 23, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on November 7, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on November 7, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Special Use Permit and Variations be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-143, dated as of November 8, 2018; and

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

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

Section I: That a Special Use Permit for a private parking lot and Variations from: A. Article 4-200 to allow a 14-foot parking lot setback abutting a street, B. Article 4-400 to allow up to 5.5-foot perimeter parking lot landscape area, C Article 4-400 to allow a 14-foot perimeter parking lot

landscape area abutting a street, and D Article 4-1000 to allow a freestanding sign without a solid base for the property commonly known as 295 Washington Street (19-06-430-001), Crystal Lake, Illinois.

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (McClain Trevino, dated 10/18/18, received 10/18/18)
 - B. Plan Set (Haeger Engineering, dated 08/10/18, received 10/18/18)
 - C. Sign Plan (Hughes Signs, received 10/18/18)
2. Work with staff to finalize a landscape plan that meets the planting requirements for parking lots per the UDO and Crystal Lake Watershed requirements.
3. The freestanding sign must be no greater than 5 feet in height and 20 square feet in size.
4. The directional signs must be no greater than 3 feet in height.
5. Work with staff to finalize engineering plans per the Crystal Lake Watershed requirements.
6. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Fire Rescue Departments, as well as the City's stormwater consultant Christopher B. Burke Engineering.

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

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

DATED at Crystal Lake, Illinois, this 20th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 20, 2018
Approved: November 20, 2018



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date: November 20, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Special Use Permit for a Massage Establishment.

Petitioner: Vivian Hubbard and Dawn Mucha, petitioners
455 Coventry Lane, Suite 112

PZC Recommendations: Motion to approve the PZC recommendation and adopt an ordinance to allow a massage establishment at 455 Coventry Lane, Unit 112.

Staff Contact: Michelle Rentzsch, Director of Community Development
Elizabeth Maxwell, City Planner

Background:

- The building is a multi-tenant office building. Another massage establishment is located in an adjacent unit.
- The petitioners share the unit and clients are by appointment only.
- The petitioners have submitted the required information for the Massage Establishment License.

PZC Highlights:

- The PZC was supportive of the request for a Special Use Permit and found that it met the Findings of Fact.

PZC Vote:

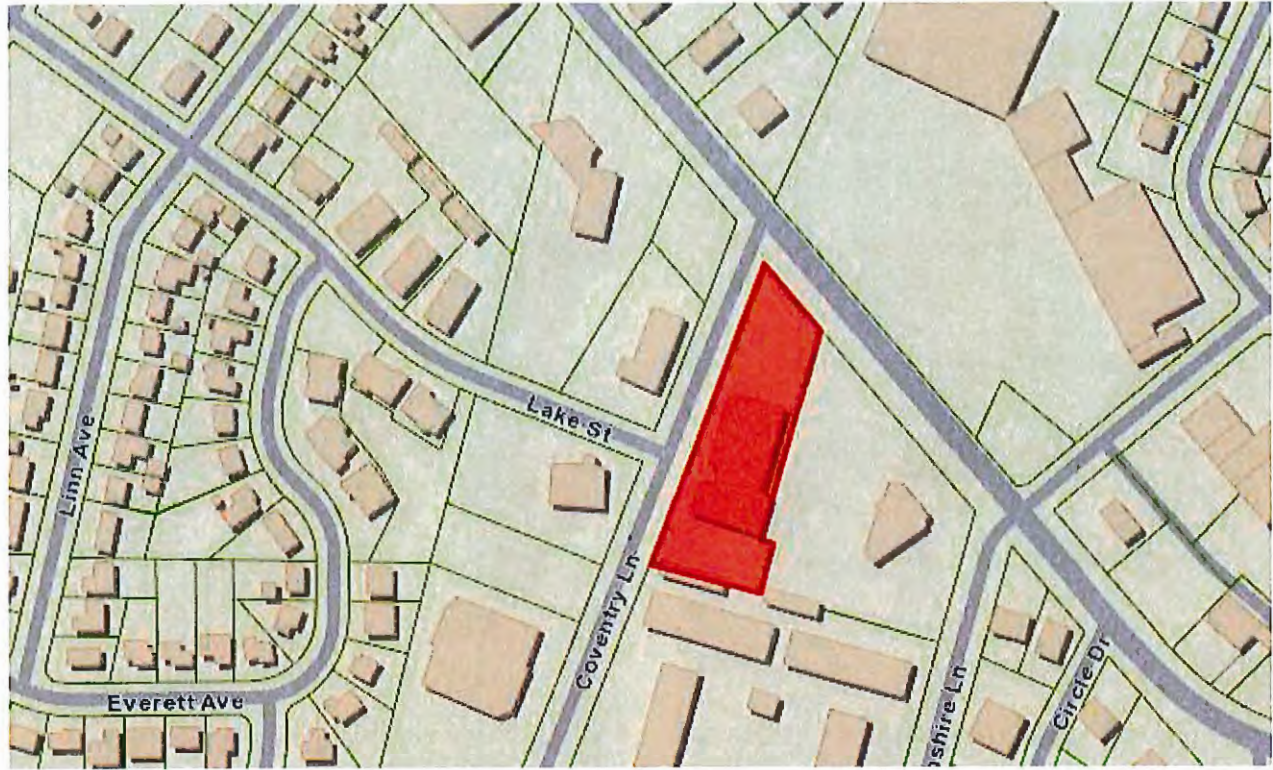
The PZC recommended **approval (5-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Mucha, received 10/12/18)
 - B. Application (Hubbard, received 10/12/18)

C. Floor Plan (Mucha, received 10/12/18)

2. The petitioners shall comply with the Special Use Permit and specific Massage Establishment criteria and the Massage Establishment License requirements.
3. Upon the petitioners' sale, transfer or relocation of this massage establishment this special use will be considered null and void.
4. The violation of these Special Use Permit conditions is subject to the City's adjudication process, which may result in fines or revocation of the SUP.
5. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue and Police Departments.

Votes Required to Pass: A simple majority.





The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AT 455 COVENTRY LANE UNIT 112**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2018-138) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit to allow a massage establishment for the property located at 455 Coventry Lane Unit 112; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 20, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on November 7, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on November 7, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Special Use Permit be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-138, dated as of November 8, 2018; and

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

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

Section I: That a Special Use Permit be issued to allow a massage establishment for the property commonly known as 455 Coventry Lane Unit 112 (19-05-376-004), Crystal Lake, Illinois.

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Mucha, received 10/12/18)

B. Application (Hubbard, received 10/12/18)

A. Floor Plan (Mucha, received 10/12/18)

2. The petitioners shall comply with the Special Use Permit and specific Massage Establishment criteria and the Massage Establishment License requirements.
3. Upon the petitioners' sale, transfer or relocation of this massage establishment this special use will be considered null and void.
4. The violation of these Special Use Permit conditions is subject to the City's adjudication process, which may result in fines or revocation of the SUP.
5. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue and Police Departments.

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

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

DATED at Crystal Lake, Illinois, this 20th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 20, 2018

Approved: November 20, 2018



Agenda Item No: 12

**City Council
Agenda Supplement**

| | |
|-----------------------------------|--|
| <u>Meeting Date:</u> | November 20, 2018 |
| <u>Item:</u> | REPORT OF THE PLANNING & ZONING COMMISSION |
| <u>Request:</u> | Special Use Permit Amendment for lighting standards for a ballfield in Lippold Park. |
| <u>Petitioner:</u> | Jason Herbster, Crystal Lake Park District, petitioner 851 W. Route 176 |
| <u>PZC Recommendation:</u> | Motion to approve the PZC recommendations and adopt an ordinance granting the SUP Amendment to allow changes to the lighting standards for Lippold Park at 851 W. Route 176. |
| <u>Staff Contact:</u> | Michelle Rentzsch, Community Development Director Elizabeth Maxwell, City Planner |

Background:

- The Soccer Federation currently has several existing poles to illuminate the training and game fields. In the evenings in late fall, the lights are necessary to allow use of the fields. Most practices are completed by 8:15 p.m. and games may run until 9 p.m. or slightly later.
- The request is to add two additional fixtures and redirect two existing fixtures to illuminate a portion of the training field.

PZC Highlights:

- There were members of the public who asked if the lights could be turned off earlier. The Soccer Federation turns the lights off when they leave the fields so it is typically earlier than 11:00 pm.
- The PZC found that this request meets the Findings of Fact.

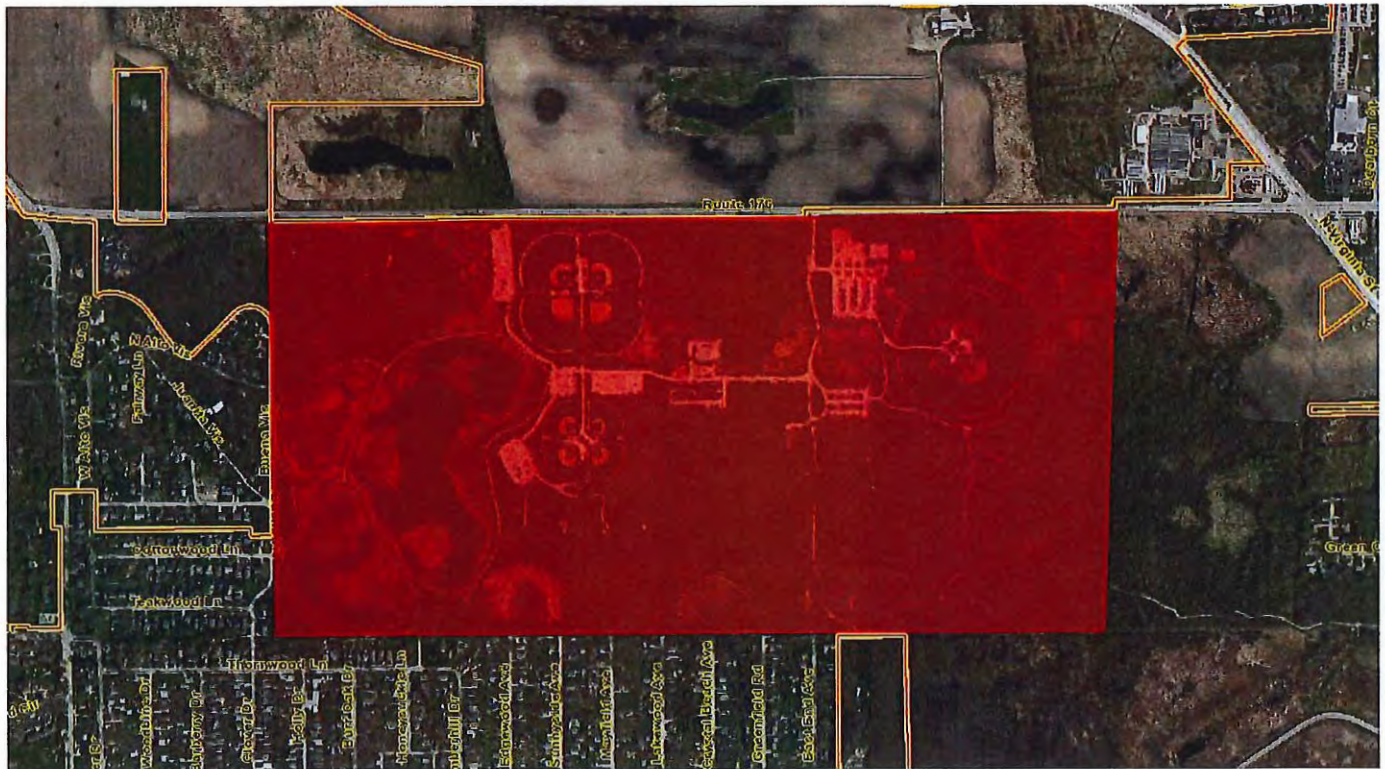
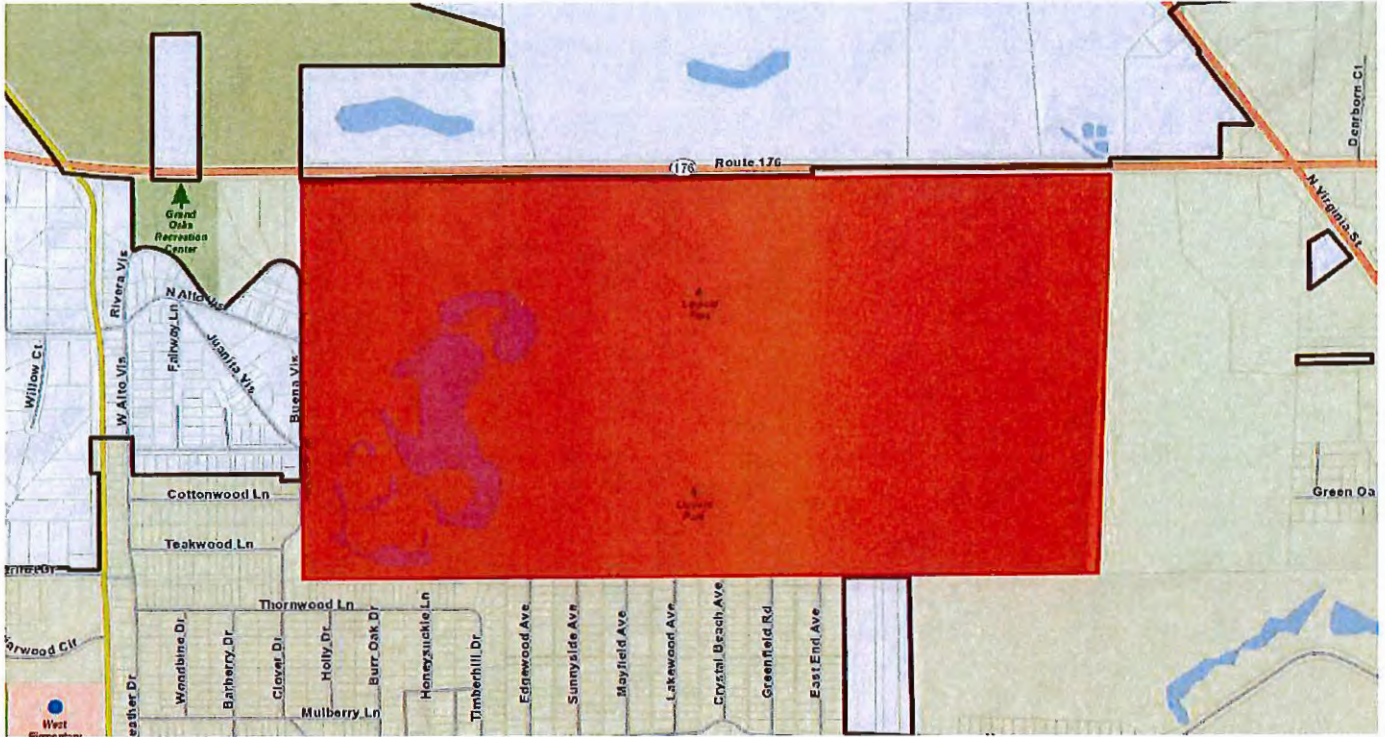
The PZC recommended **approval (5-0)** of the petitioner's request with the following conditions:

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

- A. Application (Crystal Lake Park District, received 09/28/18)
 - B. Plan Set (USL, dated 09/17/08 and Qualite, dated 09/25/18, both received 09/28/18)
2. The playing field lights shall be turned off by 11:00 p.m. at the latest.
 3. The petitioner shall address all of the review comments and requirements of the Community Development Department.

Votes Required to Pass: A simple majority.

PLN-2018-00122 CRYSTAL LAKE PARK DISTRICT – LIPPOLD PARK – SPECIAL USE PERMIT AMENDMENT





The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AMENDMENT AT 851 W. TERRA COTTA AVENUE**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2018-122) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit Amendment to allow changes to the lighting standards for the property located at 851 W. Terra Cotta Avenue; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 19, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on November 7, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit Amendment; and

WHEREAS, on November 7, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Special Use Permit be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-122, dated as of November 8, 2018; and

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

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

Section I: That Special Use Permit Amendment to allow changes to the lighting standards for the property commonly known as 851 W. Terra Cotta Avenue (14-31-301-001; 14-36-400-002, 001; 14-36-326-001), Crystal Lake, Illinois.

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Crystal Lake Park District, received 09/28/18)
 - B. Plan Set (USL, dated 09/17/08 and Qualite, dated 09/25/18, both received 09/28/18)
2. The playing field lights shall be turned off by 11:00 pm at the latest.
3. The petitioner shall address all of the review comments and requirements of the Community Development Department.

Section III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit Amendment 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 20th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 20, 2018

Approved: November 20, 2018



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date: November 20, 2018

ANNEXATION PUBLIC HEARING

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request:

1. Preliminary/Final Planned Unit Development for a car wash with an Electronic Message Center sign.
2. Rezoning upon annexation of Parcels 6 & 7 to B-2 PUD.

Petitioner: Greg Barich, Spring Creek LLC
5720-5902 N. Route 31

Recommendation: Motion to:

- 1) Adopt an ordinance authorizing execution of the annexation agreement.
- 2) Adopt the annexation ordinance and approve the Planning and Zoning Commission recommendations and adopt an ordinance for rezoning upon annexation and preliminary and final PUD for a car wash at 5720-5902 N. Route 31.

Staff Contact: Michelle Rentzsch, Director of Community Development
Kathryn Cowlin, Assistant City Planner

Background:

- Existing Use: The subject property is made up of five vacant parcels and two unincorporated parcels that contain a residence. The parcels located in the current city limits previously received zoning approval for a car dealership.
- The parcels to be annexed currently have a vacant house.

Request:

- The site for the proposed car wash is the northernmost parcels and is currently zoned B-2 PUD General Commercial. The petitioner is requesting Planned Unit Development approval for the proposed car wash.
- The petitioner is also requesting annexation and rezoning to B-2 PUD for the southernmost parcels. At this time, there is no proposed use of the parcels, if the annexation and rezoning

is approved, any future development would be required to go through the Planned Unit Development approval process.

Key Factors:

SITE LAYOUT

- The PZC recommended the building meet the 80-foot front yard setback requirement. The proposed front yard setback is 70.5 feet.
- The proposed site plan has adequate onsite stacking for the drive-through car wash.

TRAFFIC CIRCULATION

- The entrance located across from Orchard Lane is a full access. This access will be shared with future development of the lots to the south.
- The proposed accesses will be reviewed and approved by IDOT.

STORMWATER

- The proposed site plan for the car wash includes two detention basins for stormwater management. The basins are located northeast and within the drive aisle for the car wash. The City's stormwater consultant will review the proposed engineering to ensure the stormwater generated onsite is managed according to the City code.

SIGNAGE

- The petitioner is requesting an EMC within the freestanding sign and variations to allow 201 additional square feet for the wall signage, 3.5 additional square feet for the directional signs and an extra 3 feet in height for the directional signs as variations as part of the PUD review and approval.
- The PZC recommended the EMC sign be eliminated from the freestanding sign.
- The PZC recommended that the UDO requirements be met for any signage on the subject property.
- Matt's Car Wash, located on Route 31 also was required to meet the UDO requirements for signage.

PZC Highlights:

- Residents from the unincorporated subdivisions to the west and east of the subject property expressed concerns regarding wastewater from the car wash, existing stormwater concerns impacting their properties, noise and traffic impacts.

- The petitioner's architect explained that the wastewater would be discharged into the City's sanitary sewer system and would not impact the private wells of the residents. Also, the stormwater for the property would be managed on the property with the detention basins.
- The PZC discussed that the lights for the property and signs will be turned off one hour after the close of the business, except the required security lighting.
- The PZC felt the EMC was not appropriate at the location and all signage should meet the UDO requirements.
- The PZC stated that the petition met the Findings of Fact.

The PZC recommended **approval (7-0)** of the petitioner's request **with the elimination of the EMC sign** and the following conditions:

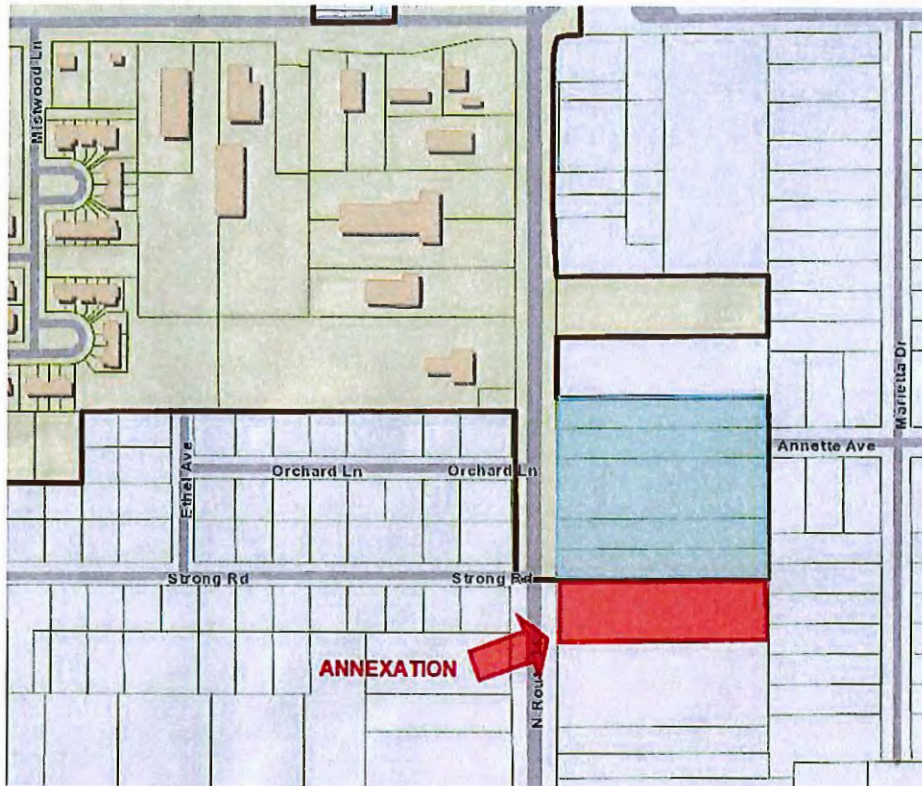
1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Spring Creek LLC, dated 08/27/18, received 08/28/18)
 - B. Plat of Survey (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
 - C. Plat of Annexation (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
 - D. Elevations (ARSA, dated 07/30/18, received 08/28/18)
 - E. Colored Elevations (ARSA, received 08/28/18)
 - F. Sign Elevation (Grate Signs, dated 06/22/18 & 06/21/18, received 08/28/18 & 10/12/18)
 - G. Landscape Plan (WMA, dated 07/13/18, received 08/28/18)
 - H. Site Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
 - I. Photometric Plan (LSI, dated 05/24/18, received 08/28/18)
 - J. Engineering Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
 - K. Traffic Study (GHA, dated 08/03/18)
2. Landscape Plan:
 - A. Add foundation plantings along the foundation of the car wash building.
 - B. The area to the east of the landscape screening must be planted with a native prairie mix and maintained as conservation open space.
 - C. **Allow for a variation from Article 4-400 Landscape and Screening, to allow greater than 10 parking spaces without landscape islands for the parking and vacuum stalls. (Added by the PZC)**
3. The photometric plan must comply with the UDO requirements for site lighting. **The outdoor lighting, except for security lighting, must be turned off one (1) hour after closing and no sooner than one-half (1/2) hour prior to opening. (Added by the PZC)**
4. All wall signage and directional signage must comply with the UDO requirements.
5. ~~The EMC must be a single amber or white LED and cannot have various shades of amber or white.~~ **The monument sign cannot contain an EMC sign. (Revised by the PZC)**
6. All mechanical equipment including roof mounted equipment must be screened per the UDO.

7. Future development will require a Final PUD Amendment and approval. The future development must have the same or complementary building materials as the car wash.
8. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Fire Rescue Departments, as well as the City's traffic consultant, Gewalt Hamilton Associates.
9. **The front yard setback is to be met. (Added by the PZC)**
10. **The vacuum hose arch supports shall be of a neutral color and complimentary to the building color. (Added by the PZC)**

The draft annexation agreement is attached. The proposed language is the City's standard and the petitioner is requesting rezoning to B-2 PUD (General Commercial Planned Unit Development) for these two parcels. The existing use of the residence would be considered a legal nonconforming use. This document has been reviewed by an attorney and staff and is an acceptable format.

Votes Required to Pass: A super majority (5 votes) is required to approve the annexation agreement.

PLN-2018-00101 CRYSTAL LAKE EXPRESS CAR WASH – EAST RT 31 ACROSS FROM ORCHARD LN.





The City of Crystal Lake Illinois

**AN ORDINANCE AUTHORIZING THE EXECUTION
OF AN ANNEXATION AGREEMENT**

WHEREAS, Fordham Creek LLC (hereinafter, "the Owner") is the record title owner of a certain tract of land located in Nunda Township in unincorporated McHenry County, Illinois, and legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the "Subject Property"); and

WHEREAS, there are no electors residing on the subject property; and

WHEREAS, the Subject Property consists of approximately 2.09 acres and is depicted on the plat of annexation attached as Exhibit B attached hereto (the "Plat of Annexation"); and

WHEREAS, the Subject Property is contiguous to the corporate limits of the City and is not within the corporate limits of any municipality; and

WHEREAS, the Owner desires and proposes to have the Subject Property annexed to the City of Crystal Lake pursuant to and in accordance with the provisions of Section 7-1-8 of the Illinois Municipal Code (the "Annexation"); and

WHEREAS, prior to approval of the Annexation, the City and the Owner desire to establish by agreement terms for the Annexation of the Subject Property; and

WHEREAS, pursuant to the provisions of Section 11-15.1-1 *et seq.* of the Illinois Municipal Code, a proposed annexation agreement, in substance and form substantially the same as the agreement attached hereto as Exhibit C, was submitted to the Corporate Authorities of the City of Crystal Lake and, pursuant to notice published in the Northwest Herald on October 19, 2018, as provided by statute, a public hearing was held thereon by the Corporate Authorities commencing on November 6, 2018.

WHEREAS, the Mayor and City Council of the City of Crystal Lake have found and determined that it is in the best interests of the City that an annexation agreement with the Owner be approved and the execution and attestation of such agreement be authorized;

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

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

SECTION II: That the Mayor be and he is hereby authorized and directed to execute, and the City Clerk is directed to attest, the Annexation Agreement, a copy of which is attached hereto and made a part hereof as Exhibit C.

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

AYES:

NAYS:

ABSENT:

PASSED this 20th day of November, 2018.

APPROVED by me this 20th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 20, 2018
Approved: November 20, 2018

EXHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

PARCEL 1: Commencing at the Northwest corner of the Southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence Easterly along the North line of the said Southeast Quarter 4.9 feet to the centerline of state Highway Route 31; thence Southerly along the center of said highway, 1558.4 feet for a place of beginning; thence Southerly along the center of the highway, 80 feet; thence Easterly at right angles to said highway, 628 feet; thence Northerly, parallel with said highway, 80 feet; thence Westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

PARCEL 2: That part of the West half of the southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: Commencing on the North line of the Southeast Quarter at a point 4.9 feet east from the center of said Section 34, being in the center of the state Highway known as Route 31; thence South along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and West Quarter section line, for a distance of 1478.4 feet for a place of beginning; thence Est at right angles to the center of said highway for a distance of 628 feet to a point; thence South at right angles to the last described line, a distance of 80 feet to a point; thence West at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence North along the center of said highway, 80 feet to the place of beginning in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the Southeast Quarter of Section 34, Township 44 North, Range 8 Est of the Third Principal Meridian described as follows: commencing at the point of intersection of the North line of the Southeast Quarter of said Section 34, and the center line of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet Easterly of the center of said section; thence Southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence Easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence Northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point; thence Westerly 60 feet to the place of beginning, in McHenry County, Illinois)

PIN No: 14-34-451-037
Common Address: 5902 S IL Route 31

Ord. No. 7511
File No. 115

EXHIBIT B
PLAT OF ANNEXATION

Ord. No. 7511
File No. 115

EXHIBIT C
ANNEXATION AGREEMENT

ANNEXATION AGREEMENT

THIS AGREEMENT made and entered into this 20th day of November, 2018, by and between the CITY OF CRYSTAL LAKE, a Municipal Corporation in the State of Illinois (hereinafter referred to as "City"), by and through its Mayor and Members of the City Council (hereinafter referred to, collectively, as "Corporate Authorities"), and Fordham Creek LLC. (hereinafter referred to as "Owner").

WITNESSETH:

WHEREAS, Owner is the legal owner of record of real property which is the subject of this Annexation Agreement, which property is located in an unincorporated portion of McHenry County, Illinois, and is hereinafter referred to as the "Subject Property." Said real property is represented and legally described in Exhibit "A", attached hereto and incorporated herein and commonly known as 5902 S IL Route 31, Crystal Lake, Illinois 60014; and

WHEREAS, the Owner has heretofore filed with the City Clerk a duly executed petition signed by the sole owners of record of the Subject Property, there being no electors residing within the boundaries of the Subject Property, seeking annexation of the Subject Property to the City, together with the Plat of Annexation; and

WHEREAS, the Subject Property is contiguous to the Corporate limits of the City; and

WHEREAS, the Subject Property is not included within the corporate limits of any

municipality; and

WHEREAS, the Subject Property is not part of any Public Library District but is located within the Crystal Lake Rural Fire Protection District and Nunda Township Road District; and

WHEREAS, the Owner desires that the Subject Property be annexed to the City under certain terms and conditions and in the manner hereinafter specified; and

WHEREAS, pursuant to the provisions of Section 11-15.1-1 et seq. of the Illinois Municipal Code, a proposed annexation agreement, in substance and form substantially the same as this Agreement, was submitted to the Corporate Authorities and, pursuant to notice published in the *Northwest Herald*, on October 19, 2018, as provided by statute, a public hearing was held thereon by the Corporate Authorities commencing on November 20, 2018 and concluded on November 20, 2018; and

WHEREAS, pursuant to notice published in the *Northwest Herald* on September 28, 2018, as provided by statute, a public hearing was held by the Planning & Zoning Commission of the City on October 17, 2018, and the Planning & Zoning Commission has made its recommendations with respect to the request for rezoning of the Subject Property to the B-2 General Commercial Planned Unit Development zoning district; and

WHEREAS, the City has, pursuant to Statute, served upon the Board of Trustees of the Crystal Lake Rural Fire Protection District, the Nunda Township Supervisor, the Board of Trustees of Nunda Township, and the Nunda Township Road Commissioner, notice of the

proposed annexation of the Subject Property to the City of Crystal Lake by certified mail at least ten (10) days in advance of any action taken with respect to the Annexation of the Subject Property; and

WHEREAS, all other pertinent and relevant matters in addition to those referred to or included in this Annexation Agreement have been considered by the parties hereto, and the Corporate Authorities of the City believe that it is their best and considered judgment that the development of the Subject Property, in accordance with the terms and provisions of this Agreement, will inure to the benefit of the improvement of the City.

NOW, THEREFORE, for and in consideration of the premises and the mutual promises and agreements herein contained, the parties hereto agree as follows:

1. The representations and recitals set forth in the foregoing preamble are material to this Agreement, and the parties hereby confirm and declare their truth and validity and hereby incorporate such representations and recitals in this Agreement.

2. Immediately following execution of this Agreement by the Owner; approval of this Agreement by the Corporate Authorities; receipt of affidavits of service of notice of the Annexation as required by law (the "Affidavits of Service"); payment by the Owner of the amounts due to the City, if any, as a condition precedent to the execution of this Agreement by the Mayor, the City shall adopt a valid and binding ordinance substantially in the form attached hereto as Exhibit B, annexing the Subject Property to the City pursuant to Section 7-1-8 of the Illinois Municipal Code (the "Annexation Ordinance"). Immediately following satisfaction of the conditions precedent to the effectiveness of the Annexation Ordinance and the execution of this Agreement by the City Mayor, the City shall promptly cause this Agreement, the Affidavits of

Service and the Annexation Ordinance to be properly recorded in the office of the McHenry County Recorder of Deeds.

3. Immediately after the adoption of the Annexation Ordinance, the City shall adopt a valid and binding ordinance, substantially in the form attached hereto as Exhibit C, amending the City's zoning map (the "Zoning Map Ordinance") to add the Subject Property to said map and to classify the Subject Property to B-2 PUD – General Commercial Planned Unit Development, with all existing buildings and uses on the Subject Property being considered to be nonconforming.

4. Owner, upon annexation, shall have the right, at Owner's election, to attach to the water and/or sewer facilities of the City of Crystal Lake and such connection shall be made in accordance with all applicable codes and regulations and shall be subject to the payment of such connection fees as may be in existence at the time of said elections. It is recognized by the City that the Owners have an existing water well system and sanitary septic system. Provided that the water well system and sanitary septic system remain operable and in compliance with applicable, statutes, codes and regulations and do not constitute a safety hazard, the Owner shall have the right to continue to use the water well system and sanitary septic system. In the event that either system becomes inoperable or fails to comply with applicable statutes, codes and regulations and the cost to repair such system exceeds fifty percent (50%) of the cost to replace such system, the owner shall be required to discontinue the use of such noncompliant system and connect to the applicable facility of the City. If at the time of the discontinuance of the use of the water well system and/or sanitary septic system pursuant to the terms of this paragraph, the Subject Property is not occupied, the connection to the applicable facility of the City shall not be required until such time as the Owner or any tenant of the Owner seeks to occupy the Subject Property. In

such an event, the connection to the applicable facility shall be a condition of any certificate of occupancy.

5. When the Owner attaches to the water and/or sewer facilities of the City, the plans and specifications for the construction and installation of any water and/or sewer connections and extensions shall be compatible with the intended use and shall be pre-approved by the City. The construction and installation of any water and/or sewer extensions and connections shall be at the expense of the Owner or its successors, assigns or grantees. However, if the Owner constructs and installs any water and/or sewer connections and extensions which benefit, in any way, property lying outside the Subject Property, the City agrees, pursuant to 65 ILCS 5/9-5-1, to execute a contract with the Owner by which the City agrees to reimburse the Owner for an equitable portion of the cost of such facilities from fees charged to owners of property not within the Subject Property, when and as collected from such owners. Such contract shall describe the property outside the Subject Property, which may reasonably be expected to benefit from the facilities and shall specify the equitable amount or proportion of the cost of such facilities, which is to be incurred primarily for the benefit of that property. Such contract shall also provide that the City shall collect such fees charged to the owners of property not within the Subject Property prior to the connection to and use of the said facilities by the respective properties of each owner. The City will provide reasonable assistance to the Owner in obtaining all necessary easements at Owner's or its successor's, assign's or grantee's expense, not already in existence, to enable the installation of such connections and extensions to be accomplished. The Owner and the City agree that it is hereby

contemplated that if the Owner elects to construct and install water and/or sewer facilities to be attached to the water and/or sewer facilities of the City, that equitable fees, plus an appropriate carrying charge, will be charged to and collected from any owners of property lying outside the Subject Property who are benefited by the construction and installation of water and/or sewer connections or extensions and that reimbursement will be made to the owner as provided herein above. The City agrees that no benefited property owner shall be permitted to connect into and utilize said sewer and/or water main extensions without first reimbursing the Owner as herein above stated in this paragraph. The City shall have no obligation under this paragraph until the terms are formalized in a separate written agreement in accordance with the provisions of 65 ILCS 5/9-5-1. The parties agree to use their best efforts in good faith to enter into such a separate agreement.

6. Owner shall not be required, upon annexation, to install curbs, gutters, storm sewers, sidewalks, or roadway widening for that portion of the property fronting on Route 31 during the term of this Agreement.

7. Because of the Business zoning of the property, annexation fees for the Subject Property are waived.

8. No park or school donations are required by reason of the annexation of the Subject Property unless the Property were zoned for some form of residential use and at that time school and park donations may be required pursuant to City Ordinances.

9. Except as modified by the terms and provisions of this Agreement, the Owner shall comply in all respects with the conditions and requirements of all ordinances of the City applicable against similar property within the City as they may exist from time

to time, including, but not limited to, those requiring the issuance of permits or the payment of fees thereof.

10. This Agreement shall be binding upon and inure to the benefit of the parties hereto, successor owners of record and their heirs, assigns, and lessees, and upon successor municipal authorities of the City and successor municipalities for a period of ten (10) years from the date of execution hereof, and any extended time agreed to by amendment to this Agreement.

11. The parties agree that should a proposed amendment to the Annexation Agreement be attempted by an owner of a portion but not all of the Subject Property, that as long as the proposed amendment does not affect the remaining portion of the Subject Property, the owners of the remaining portion of the Subject Property would not be required to join in to the Petition for Amendment to the Annexation Agreement in any way.

12. It is agreed that the parties to this Agreement may enforce and compel performance, whether by law or in equity, by suit, mandamus, injunction, declaratory judgment, or other court procedure, only in courts of the State of Illinois; no such action may be brought in any Federal Court. In the event that either party to the agreement files suit to compel performance by the other, the prevailing party shall be entitled to recover, as part of the costs otherwise allowed, its reasonable attorney's fees incurred therein.

13. The failure of the City to insist, in any one or more instances upon performance of any terms or conditions of this Agreement, shall not be construed as a waiver of future strict performance of any such term, covenant or condition and the obligations of the Owner shall continue in full force and effect.

13. If any provision of this Agreement, other than the provisions relating to the requested zoning changes described herein and the ordinance adopted in connection therewith, is

held invalid by any court of competent jurisdiction, such provision shall be deemed to be excised herefrom and the invalidity thereof shall not affect any of the other provisions contained herein.

IN WITNESS WHEREOF, the parties hereto have executed this Annexation Agreement the day and year first above written.

CITY OF CRYSTAL LAKE,
a Municipal Corporation

FORDHAM CREEK LLC.

BY: _____
MAYOR

BY: _____
An Officer

ATTEST:

CITY CLERK

EXHIBIT A
LEGAL DESCRIPTION
OF
PREMISES

Parcel 1: Commencing at the northwest corner of the southeast quarter of Section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence easterly along the north line of the said southeast quarter, 4.9 feet to the centerline of State Highway Route 31; thence southerly along the center of said highway, 1558.4 feet for a place of beginning; thence southerly along the center of the highway, 80 feet; thence easterly at right angles to said highway, 628 feet; thence northerly, parallel with said highway, 80 feet; thence westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

Parcel 2: That part of the west half of the southeast quarter of Section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: commencing on the north line of said southeast quarter at a point 4.9 feet east from the center of said section 34, being in the center of the State Highway known as Route 31; thence south along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and west quarter section line, for a distance of 1478.4 feet for a place of beginning; thence east at right angles to the center of said highway for a distance of 628 feet to a point; thence south at right angles to the last described line, a distance of 80 feet to a point; thence west at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence north along the center of said highway, 80 feet to the place of beginning, in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the southeast quarter of section 34, township 44 north, range 8 east of the third principal meridian described as follows: commencing at the point of intersection of the north line of the southeast quarter of said section 34, and the centerline of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet easterly of the center of said section; thence southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point ; thence westerly 60 feet to the place of beginning, in McHenry County, Illinois).

PIN No: 14-34-451-037

Common Address: 5902 S IL Route 31, Crystal Lake, IL 60014

EXHIBIT B
ANNEXATION ORDINANCE

EXHIBIT C
ZONING MAP ORDINANCE



The City of Crystal Lake Illinois

**AN ORDINANCE ANNEXING CERTAIN TERRITORY TO
THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS**

WHEREAS, a written Petition, signed by the legal owners of all land within the territory hereinafter described, has been filed with the City Clerk of the City of Crystal Lake, McHenry County, Illinois, requesting that said territory be annexed to the City of Crystal Lake; and

WHEREAS, the said territory is not within the corporate limits of any municipality but is contiguous to the City of Crystal Lake; and

WHEREAS, said territory is not part of any public library district; and

WHEREAS, legal notices regarding the intention of the City to annex said territory have been sent to all public bodies required to receive such notice by State statute; and

WHEREAS, all Petitions, documents and other necessary legal requirements are in full compliance with the requirements of the Statutes of the State of Illinois, specifically 65 ILCS 5/7-1-8; and

WHEREAS, annexation of the territory by the City is also authorized under, and is in compliance with the requirements of, Section 7-1-10 of the Illinois Municipal Code, 65ILCS 5/7-1-10; and

WHEREAS, it is in the best interests of the City of Crystal Lake that said territory be annexed thereto.

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

SECTION I: The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION II: That the territory legally described in Exhibit "A" attached hereto and made a part hereof, be and the same is hereby annexed to the City of Crystal Lake, McHenry County, Illinois.

SECTION III: That the City Clerk of the City of Crystal Lake is hereby directed to record in the Office of the Recorder of Deeds of McHenry County, Illinois, being the County in which the aforesaid annexed territory is situated, a certified copy of this Ordinance together with an accurate map of the territory hereby annexed, said map being attached hereto and made a part hereof and labeled Exhibit "B". Additionally, the City Clerk is authorized and directed to cause a certified copy of this Ordinance, together with an accurate map to be filed in the Office of the County Clerk of McHenry County, Illinois.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval.

AYES:

NAYS:

ABSENT:

PASSED this 20th day of November, 2018.

APPROVED by me this 20th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 20, 2018

Approved: November 20, 2018

CERTIFICATION

I, NICK KACHIROUBAS, do hereby certify that I am the duly elected, authorized and acting City Clerk of the City of Crystal Lake, County of McHenry, and State of Illinois, and that as such City Clerk I am the keeper of the records and minutes of the proceedings of the Mayor and Councilmembers to the said City.

I do hereby certify that the following "AN ORDINANCE ANNEXING CERTAIN TERRITORY TO THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS" is a true and correct copy of Ordinance Number _____ duly passed and approved at a regular meeting of said Mayor and Council; held on the 20th day of November, 2018, at which time ___ councilmembers were present and ___ councilmembers were absent.

Motion was made by Councilmember _____ and seconded by Councilmember _____ that the following Ordinance be passed and approved. Upon roll-call vote, ___ councilmembers voted AYE and _____ councilmembers voted NAY; whereupon said Ordinance was declared duly passed and was thereupon approved by the Mayor.

CITY CLERK

(SEAL)

Prepared by:

City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

After recording, return to:

City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

EXHIBIT "A"
LEGAL DESCRIPTION

PARCEL 1: Commencing at the Northwest corner of the Southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence Easterly along the North line of the said Southeast Quarter 4.9 feet to the centerline of state Highway Route 31; thence Southerly along the center of said highway, 1558.4 feet for a place of beginning; thence Southerly along the center of the highway, 80 feet; thence Easterly at right angles to said highway, 628 feet; thence Northerly, parallel with said highway, 80 feet; thence Westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

PARCEL 2: That part of the West half of the southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: Commencing on the North line of the Southeast Quarter at a point 4.9 feet east from the center of said Section 34, being in the center of the state Highway known as Route 31; thence South along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and West Quarter section line, for a distance of 1478.4 feet for a place of beginning; thence Est at right angles to the center of said highway for a distance of 628 feet to a point; thence South at right angles to the last described line, a distance of 80 feet to a point; thence West at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence North along the center of said highway, 80 feet to the place of beginning in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the Southeast Quarter of Section 34, Township 44 North, Range 8 Est of the Third Principal Meridian described as follows: commencing at the point of intersection of the North line of the Southeast Quarter of said Section 34, and the center line of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet Easterly of the center of said section; thence Southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence Easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence Northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point; thence Westerly 60 feet to the place of beginning, in McHenry County, Illinois)

PIN No: 14-34-451-037

Common Address: 5902 S IL Route 31

EXHIBIT "B"
PLAT OF ANNEXATION



The City of Crystal Lake Illinois

AN ORDINANCE ZONING CERTAIN PROPERTY
“B-2PUD” GENERAL COMMERCIAL DISTRICT AND
GRANTING A PRELIMINARY-FINAL PLANNED UNIT DEVELOPMENT

WHEREAS, Spring Creek LLC & Fordham Creek LLC (hereinafter, the “Owner”) is the owner of property legally described in Exhibit A, attached hereto (hereinafter, the “Subject Property”); and

WHEREAS, pursuant to an application filed by the Owner, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 29, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 17, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed zoning of the Subject Property to “B-2PUD” General Commercial District Planned Unit Development and granting of a Preliminary and Final Planned Unit Development; and

WHEREAS, on October 17, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the zoning of the Property be changed to “B-2 PUD” General Commercial

Planned Unit Development and a Preliminary and Final Planned Unit Development, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-00101, dated as of October 18, 2018; and

WHEREAS, the City Council of the City of Crystal Lake, pursuant to notice duly published on October 19, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on November 6, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed annexation of the subject property (Exhibit A); and

WHEREAS, said territory is the subject of a certain Annexation Agreement; and

WHEREAS, said territory has been duly annexed by ordinance to the City of Crystal Lake;
and

WHEREAS, by the terms of said Annexation Agreement, said territory is to be zoned “B-2 PUD” General Commercial Planned Unit Development zoning; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the property legally described herein below be classified and zoned as indicated.

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

SECTION I: Recitals: The foregoing recitals are hereby incorporated by reference as though fully set forth herein.

SECTION II: That the following described Property is hereby zoned and classified “B-2 PUD” General Commercial Planned Unit Development district.

Parcel 1: Commencing at the northwest corner of the southeast quarter of Section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence easterly along the north line of the said southeast quarter, 4.9 feet to the centerline of State Highway Route 31; thence southerly along the center of said highway, 1558.4 feet for a place of beginning; thence southerly along the center of the highway, 80 feet; thence easterly at right angles to said highway, 628 feet; thence northerly, parallel with said highway, 80 feet; thence westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

Parcel 2: That part of the west half of the southeast quarter of Section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: commencing on the north line of said southeast quarter at a point 4.9 feet east from the center of said section 34, being in the center of the State Highway known as Route 31; thence south along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and west quarter section line, for a distance of 1478.4 feet for a place of beginning; thence east at right angles to the center of said highway for a distance of 628 feet to a point; thence south at right angles to the last described line, a distance of 80 feet to a point; thence west at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence north along the center of said highway, 80 feet to the place of beginning, in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the southeast quarter of section 34, township 44 north, range 8 east of the third principal meridian described as follows: commencing at the point of intersection of the north line of the southeast quarter of said section 34, and the centerline of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet easterly of the center of said section; thence southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point ; thence westerly 60 feet to the place of beginning, in McHenry County, Illinois).

SECTION III: That a Preliminary and Final Planned Unit Development are hereby granted for the property commonly known as 5720-5902 N. Route 31, Crystal Lake, IL (PINs 14-34-401-012, 14-34-401-013, 14-34-451-003, 14-34-451-004 and 14-34-451-005) Subject Property for a car wash subject to the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Spring Creek LLC, dated 08/27/18, received 08/28/18)
 - B. Plat of Survey (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
 - C. Plat of Annexation (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
 - D. Elevations (ARSA, dated 07/30/18, received 08/28/18)
 - E. Colored Elevations (ARSA, received 08/28/18)
 - F. Sign Elevation (Grate Signs, dated 06/22/18 & 06/21/18, received 08/28/18 & 10/12/18)
 - G. Landscape Plan (WMA, dated 07/13/18, received 08/28/18)
 - H. Site Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
 - I. Photometric Plan (LSI, dated 05/24/18, received 08/28/18)
 - J. Engineering Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
 - K. Traffic Study (GHA, dated 08/03/18)
2. Landscape Plan:
 - A. Add foundation plantings along the foundation of the car wash building.
 - B. The area to the east of the landscape screening must be planted with a native prairie mix and maintained as conservation open space.
 - C. Allow for a variation from Article 4-400 Landscape and Screening, to allow greater than 10 parking spaces without landscape islands for the parking and vacuum stalls.
3. The photometric plan must comply with the UDO requirements for site lighting. The outdoor lighting, except for security lighting, must be turned off one (1) hour after closing and no sooner than one-half (1/2) hour prior to opening.
4. All wall signage and directional signage must comply with the UDO requirements.

5. The monument sign cannot contain an EMC sign.
6. All mechanical equipment including roof mounted equipment must be screened per the UDO.
7. Future development will require a Final PUD Amendment and approval. The future development must have the same or complementary building materials as the car wash.
8. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Fire Rescue Departments, as well as the City's traffic consultant, Gewalt Hamilton Associates.
9. The front yard setback is to be met.
10. The vacuum hose arch supports shall be of a neutral color and complimentary to the building color.

SECTION IV: That the City Clerk 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 Preliminary and Final Planned Unit Development, and zoning classification of the above-described property 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.

AYES:

NAYS:

ABSENT:

PASSED this 20th day of November, 2018.

APPROVED by me this 20th day of November, 2018.

Ord. No. 7513
File No. 115

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 20, 2018

Approved: November 20, 2018

EXHIBIT A

PARCEL 1: Commencing at the Northwest corner of the Southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence Easterly along the North line of the said Southeast Quarter 4.9 feet to the centerline of state Highway Route 31; thence Southerly along the center of said highway, 1558.4 feet for a place of beginning; thence Southerly along the center of the highway, 80 feet; thence Easterly at right angles to said highway, 628 feet; thence Northerly, parallel with said highway, 80 feet; thence Westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

PARCEL 2: That part of the West half of the southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: Commencing on the North line of the Southeast Quarter at a point 4.9 feet east from the center of said Section 34, being in the center of the state Highway known as Route 31; thence South along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and West Quarter section line, for a distance of 1478.4 feet for a place of beginning; thence Est at right angles to the center of said highway for a distance of 628 feet to a point; thence South at right angles to the last described line, a distance of 80 feet to a point; thence West at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence North along the center of said highway, 80 feet to the place of beginning in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the Southeast Quarter of Section 34, Township 44 North, Range 8 Est of the Third Principal Meridian described as follows: commencing at the point of intersection of the North line of the Southeast Quarter of said Section 34, and the center line of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet Easterly of the center of said section; thence Southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence Easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence Northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point; thence Westerly 60 feet to the place of beginning, in McHenry County, Illinois)

PIN No: 14-34-451-037
Common Address: 5902 S IL Route 31



Agenda Item No: 14

**City Council
Agenda Supplement**

| | |
|--------------------------------|---|
| <u>Meeting Date:</u> | November 20, 2018 |
| <u>Item:</u> | REPORT OF THE PLANNING & ZONING COMMISSION |
| <u>Requests:</u> | Final PUD Amendment permitting changes to the approved site, landscape, signage and elevations for the hotel. |
| <u>Petitioner:</u> | Sam Patel, Fairfield Inn & Suites by Marriott, petitioner 900 Cog Circle |
| <u>Recommendations:</u> | Motion to approve the PZC recommendation and adopt an ordinance approving the Final PUD Amendment and the City to upgrade the section of Cog Circle providing access to Fairfield Inn & Suites at 900 Cog Circle. |
| <u>Staff Contact:</u> | Michelle Rentzsch, Director of Community Development Elizabeth Maxwell, City Planner |

Background:

- In 2005, the City reviewed and approved a plan for a Fairfield Inn & Suites by Marriott. A new more modern Fairfield Inn & Suites by Marriott concept is being proposed by this petitioner.
- The changes to the architecture provide a more modern appearance with the use of stone and EIFS. Also, the lighter colors better complement the newer styling.
- The building is proposed along the north property line, which is better for parking, access, and security, rather than in the middle of the site, as previously approved.
- Cog Circle was a township road before the Archway Center (1999) and Silver Nugget (2005) annexations. After annexation, the roadway became the jurisdiction of the City. The City has been providing road maintenance upkeep of all of Cog Circle since the annexations. The eastern section is in a dilapidated state and the City has been patching areas and providing general upkeep maintenance in anticipation of the road reconstruction being finalized with a new hotel being constructed on the Silver Nugget parcel. Estimated construction costs for this section of Cog Circle are from \$300,000 to \$500,000, based on the width and depth of roadway and the final determination of curb, sidewalk, and public utilities. The developer is requesting that the City bring the road up to City standards to facilitate improved maintenance, to assure continued public access to the mini storage

facility to the north, and to provide a safe, public access roadway to the new Marriott Fairfield Inn that is proposed today.



PZC Highlights:

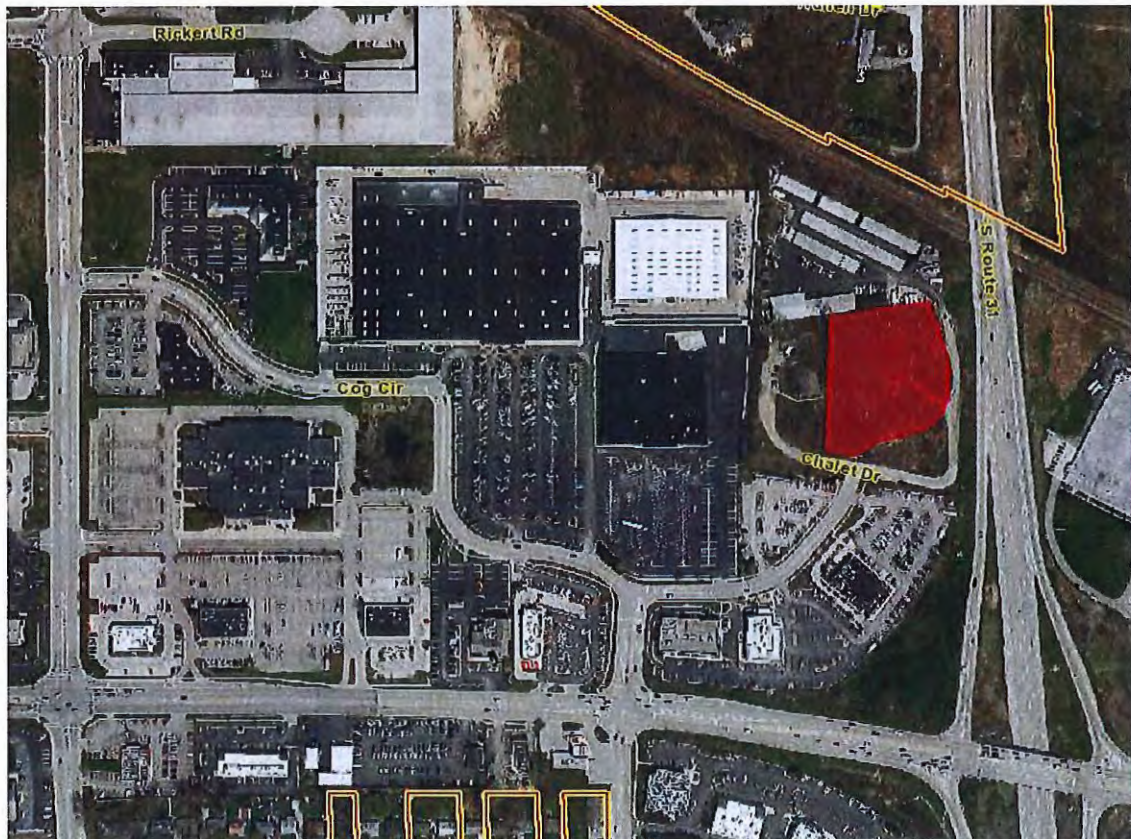
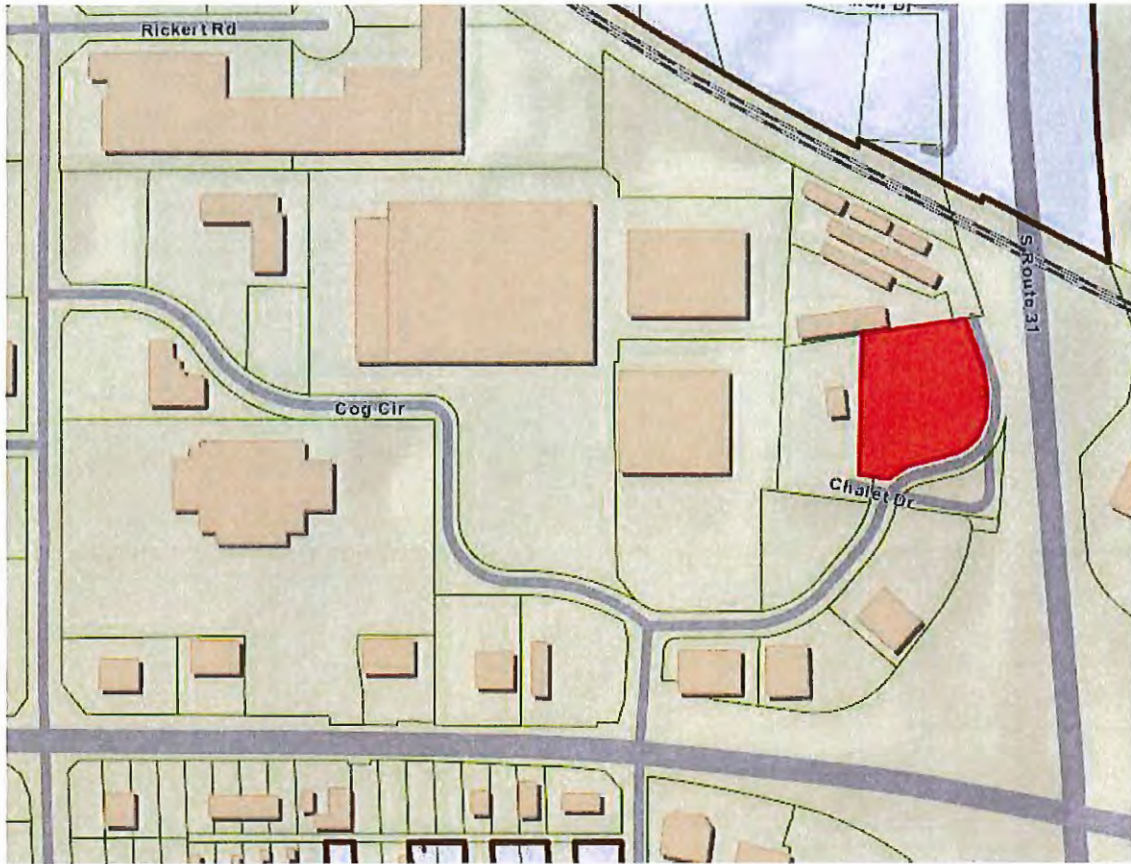
- Two members of the public spoke regarding the proposed hotel and the impact to their neighboring businesses. The PZC added a condition regarding some off-site signage and gate access for mini-storage facility to the north.
- The PZC liked the look of the proposed hotel.
- The PZC recommended in favor of the request and noted that the Findings of Fact had been met with this petition.

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 (Patel, received 10/10/18)
 - B. Site Plan (HR Green, dated 08/29/18, received 10/10/18)
 - C. Landscape Plan (HR Green, dated 10/10/18, received 11/01/18)
 - D. Architectural Plans [Elevations and Floor Plans] (Rivetna Architects, dated 10/02/18, received 10/10/18)
 - E. Plat of Survey (Smith Engineering, dated 10/13/04, received 10/10/18)
 - F. Sign Plan (Fairfield, undated, received 10/10/18)
 - G. Photometric Plan (Force Partners, dated 10/04/18, received 10/10/18)
2. Ordinance No. 5997 remains valid, except where modified by this approval.
3. The petitioner shall comply with all of the requirements of the Community Development, Public Works, Fire Rescue and Police Departments.
4. **Work with staff regarding: (Added by PZC)**
 - a. **Signs for the business to the north must remain or be relocated.**
 - b. **Cog Circle is to remain open during construction.**
 - c. **Preserve the key code entrance to the storage facility to the north.**

Votes Required to Pass: A simple majority.

PLN-2018-00136 FAIRFIELD INN – 900 COG CIRCLE





The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING AN AMENDMENT
TO THE FINAL PUD FOR FAIRFIELD INN & SUITES BY MARRIOTT**

WHEREAS, pursuant to the terms of the Petition (File #PLN-2018-136) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development for a Fairfield Inn & Suites by Marriott; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 20, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on November 7, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Amendment to the Final Planned Unit Development; and

WHEREAS, on November 7, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Amendment to the Final Planned Unit Development be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-136, dated as of November 8, 2018; and

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

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

SECTION I: That a Final PUD Amendment be granted for a Fairfield Inn & Suites by Marriott for the property located at 900 E. COG Circle (19-03-378-013 & 19-03-379-004), Crystal Lake, Illinois.

SECTION II: That the Final PUD Amendment be granted with the following conditions:

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

Ord. No.
File No.

- A. Application (Patel, received 10/10/18)
 - B. Site Plan (HR Green, dated 08/29/18, received 10/10/18)
 - C. Landscape Plan (HR Green, dated 10/10/18, received 11/01/18)
 - D. Architectural Plans [Elevations and Floor Plans] (Rivetna Architects, dated 10/02/18, received 10/10/18)
 - E. Plat of Survey (Smith Engineering, dated 10/13/04, received 10/10/18)
 - F. Sign Plan (Fairfield, undated, received 10/10/18)
 - G. Photometric Plan (Force Partners, dated 10/04/18, received 10/10/18)
2. Ordinance No. 5997 remains valid, except where modified by this approval.
 3. The petitioner shall comply with all of the requirements of the Community Development, Public Works, Fire Rescue and Police Departments.
 4. Work with staff regarding:
 - A. Signs for the business to the north must remain or be relocated.
 - B. COG Circle is to remain open during construction.
 - C. Preserve the key code entrance to the storage facility to the north must remain.

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

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

Ord. No.
File No.

DATED at Crystal Lake, Illinois, this 20th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 20, 2018
Approved: November 20, 2018



Agenda Item No: 15

**City Council
Agenda Supplement**

| | |
|-------------------------------------|--|
| <u>Meeting Date:</u> | November 20, 2018 |
| <u>Item:</u> | Capital Improvement Project – Crystal Creek Culverts |
| <u>Staff Recommendation:</u> | Discussion Only |
| <u>Staff Contact:</u> | Abigail Wilgreen, City Engineer |

Purpose

The purpose of this presentation is to obtain direction regarding the traffic control and detour route for the Crystal Creek Culvert project.

Background

Project Location

The project is located along Crystal Creek at five locations including Dartmoor Drive, McHenry Avenue, Barlina Avenue, Country Club Road, and Broadway Avenue.

Scope of Work

These 5 culverts are over 75 years old. They have reached the end of their useful life and are in need of replacement. The new culverts will be larger to accommodate the 100-year level of protection for stormwater flows. This is the first step toward improving the flooding along the creek and the surrounding area as part of the City's Stormwater Solutions Initiative. Until the next phase of the Stormwater Solutions Initiative can be completed, a restrictor will be placed inside the new larger culverts at Country Club Road and Broadway Avenue. These culverts will not function at full capacity right away.

Upon completion of these culverts, there are two more Stormwater Solutions Initiative improvements planned for this area. The first is the "opening up" of the creek near Lundahl Middle and South Elementary schools. Construction is anticipated in about 5 years. The second is construction of a storm sewer in the Country Club area subdivision, where feasible. Construction is anticipated in about eight years.

Culvert Construction

The construction of the five culverts will occur in 2019. Construction of each culvert is anticipated to take three to six weeks as long as a full closure of the roadway occurs during construction. The duration of the work is also subject to utility work and the weather.

A detailed communication plan will be implemented which will include: changeable message boards, City newsletter articles, mailings, social media outreach additional, police enforcement, and use of the speed trailer on the detour route, etc.

The contractor will be provided specific dates for construction to start and end. These dates take into account the summer break of School District 155 (school ends May 22 assuming no snow days are utilized, and starts August 14) and the Lakeside Festival (July 4 to July 7). The following outlines the anticipated start and end dates of the various culvert construction projects:

| | MAY/JUNE | | | | JULY | | | AUGUST | | | SEPT. |
|---------------------|------------|--|--|--|------------|--|--|--------|-------------|--|-------|
| BARLINA | 5/23 - 7/7 | | | | | | | | | | |
| DARTMOOR | | | | | | | | | | | |
| MCHENRY | | | | | 7/8 - 8/11 | | | | | | |
| COUNTRY CLUB | | | | | | | | | 8/12 - 9/22 | | |
| BROADWAY | | | | | | | | | | | |

Should the weather not afford the contractor the opportunity to start the McHenry Avenue culvert by July 8, the contract will stipulate that the contractor must complete the culvert in the summer of 2020. This will ensure that McHenry Avenue will be open to traffic by the time school starts on August 14, 2019.

Traffic Control Options

To complete the construction of the culverts, staff evaluated three different traffic control options at each culvert location:

- Full closure of the roadway
- Allow traffic in one direction
- Keep traffic in both directions using a portable temporary traffic signal



Each option was fully evaluated and the pros and cons analyzed for each:

| | | CLOSURE | ONE-WAY | TWO-WAY |
|-------------|--|----------------|---------|---------|
| PROS | Culverts Completed within 2019 Construction Season | ✓ | | |
| | Safe Work Zone for Contractor | ✓ | | |
| | Quality End Product | ✓ | | |
| CONS | Potential of Existing Culvert Failure | | ✓ | ✓ |
| | Public Traveling Through Tight Work Zone | | ✓ | ✓ |
| | Additional Easements Required | | ✓ | ✓ |
| | Detour Route Required | ✓ | ✓ | |
| | Long Delays with Temporary Traffic Signal | | | ✓ |
| | Additional Expensive (~\$30,000 - \$50,000) for Temporary Traffic Signal | | | ✓ |

STAFF RECOMMENDATION

Staff recommends moving forward with a full closure of the roadway during the construction of the culverts so they can be completed within the appropriate timeframes, provide a quality end product, and provide a safe work zone for the contractor.

Detour Routes

Detour routes will need to be established during construction of the culverts. Staff from the Community Development, Public Works, Police, and Fire Rescue Departments reviewed options for the various detour routes and propose the following routes as outlined on the attached.

Discussion

Staff is looking for consensus regarding the closure of the roadways during construction as outlined. Due to the existing pavement width and roadway configuration, Country Club Road must be closed during construction.

Staff would also appreciate feedback regarding the proposed detour routes.

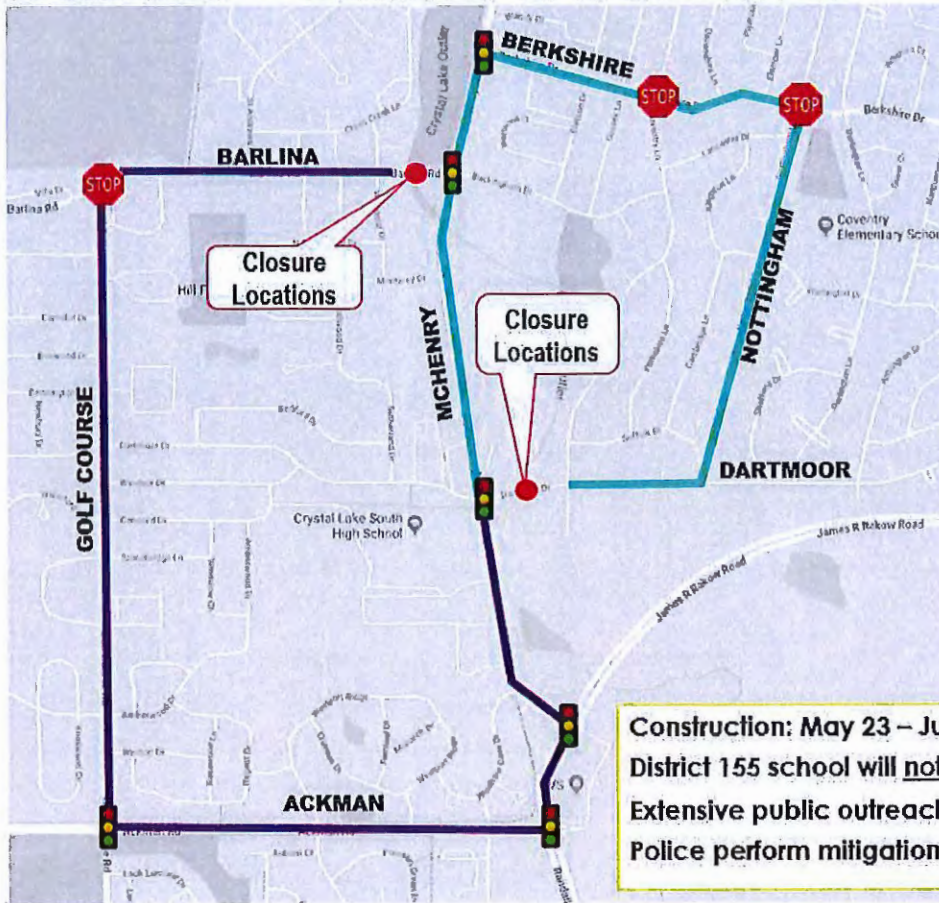
Votes Required to Pass:

Information Only

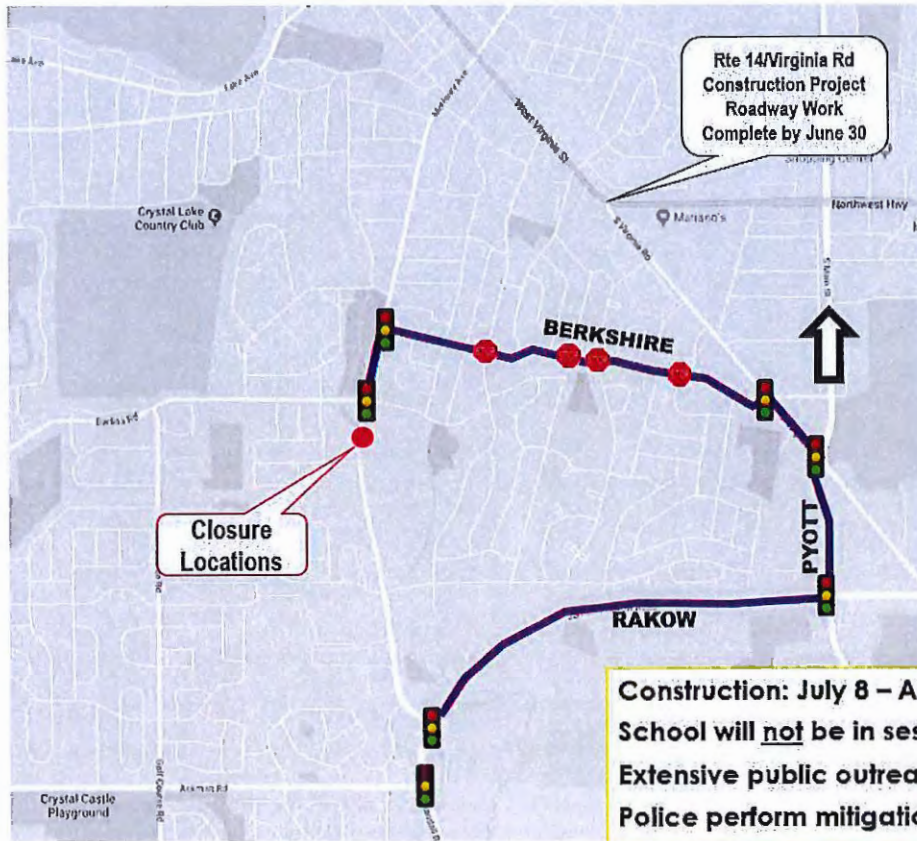
LOCATION MAP



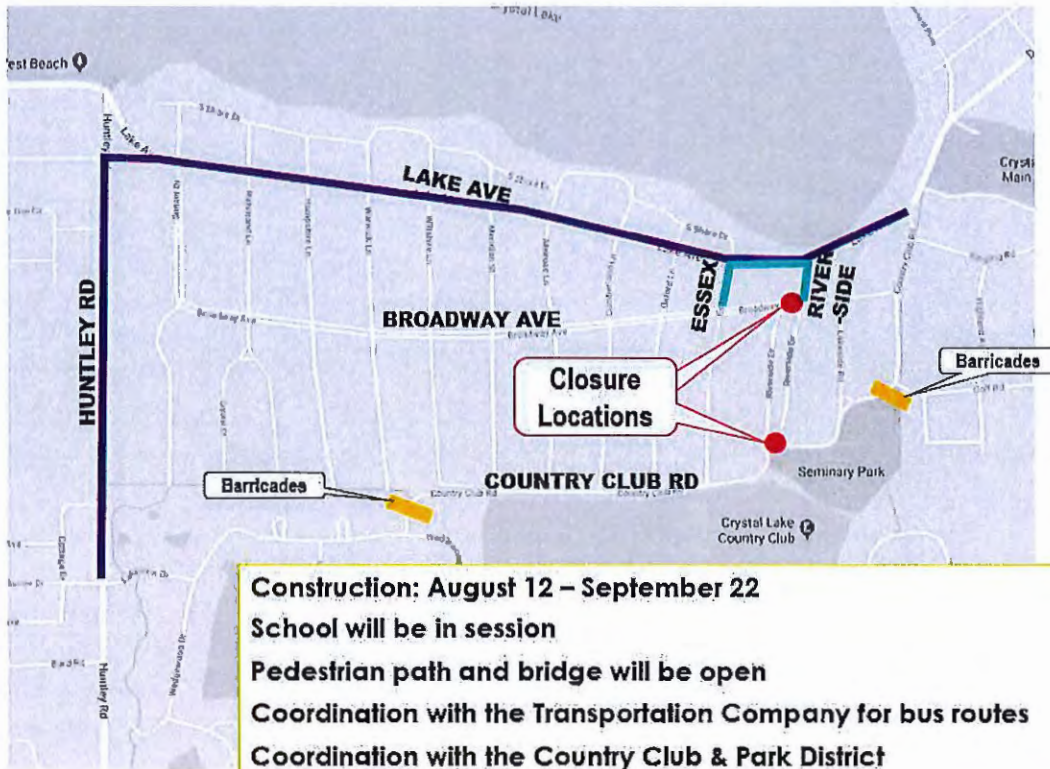
Detour Route – Barlina & Dartmoor



Detour Route – McHenry Avenue



Detour Route – Country Club & Broadway





Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date:

November 20, 2018

Item:

Wide Area Network High Speed Private Fiber Services

Staff Recommendation:

Motion to adopt a resolution:

1. Authorizing the City Manager to execute a five-year contract, with an option to renew for an additional five years, with Comcast Business for the provision of High Speed Private Fiber Services in the amount of \$60,780.00 annually and for High Speed Fiber Internet service in the amount of \$9,888.00 annually allowing for a ten percent annual contingency through the General Services Administration Schedule 70 Joint Purchasing Program, and
2. Authorizing the City Manager to execute a contract with CDW Government for the purchase of ten (10) Cisco routers and requisite SMARTnet agreements in the amount of \$44,374.00 through the State of Illinois Joint Purchasing Program, allowing for a ten percent contingency.

Staff Contact:

Gregory A. Fettes, Director of Information Technology

Background

As the City Council may recall, City staff has been studying improved higher speed methods and options to connect remote City facilities to the network infrastructure at the Municipal Complex. During the course of staff study, an initial program was developed that provided for a hybrid high speed wireless and constructed fiber system to connect the eight (8) City facilities to the City's network. The City's Capital Improvement Plan (CIP), as presented at the 2018-2019 Budget Workshop, outlines the program and provided for the funding for the design and construction of the hybrid system over a three (3) year period beginning this Fiscal Year (FY 19). Subsequently, as staff was completing due diligence for this project, two methods/options were fully researched:

- Constructed hybrid wireless/fiber system

- Leased private fiber lines through Comcast Business

City's Current Network Configuration

The City's network infrastructure provides many important functions to City employees, such as access to accounting, customer relationship management, community development, engineering, supervisory control and data acquisition, and other specialty software packages. In addition, the network infrastructure provides access to many important pieces of hardware such as desktop computers, printers, various facility and police department camera systems, file and backup storage devices and the City's Voice over IP (VoIP) telephone system. Currently, the City's main network infrastructure at City Hall is connected to four additional facilities:

- Three Oaks Recreation Area
- Wastewater Treatment Plant 2
- Fire Station 3
- Fire Station 4

These facilities are connected to City Hall (and our network infrastructure) utilizing copper T-1 lines that are managed by AT&T. These T-1 lines are very slow (approximately 1.5 Mbps – megabytes per second). In addition, over the last several years, the providers of copper services (e.g. telecommunications providers) have been moving away from copper lines to more advanced methods of connection such as fiber. With the decision to move away from copper, the telecommunications companies have been no longer investing sufficient funds to maintain these lines, which has resulted in increasing performance issues as the lines have begun to age. Consequently, the City has been experiencing increasing service issues with these lines which often results in down time for our remote facilities.

In an effort to reduce the amount of service issues experienced by our remote facilities, and to expand the number of facilities that are connected to our network infrastructure, City staff began researching the best alternatives to replace the copper lines currently in use. It was planned that the following facilities would be part of the project for connection to the main network infrastructure at City Hall:

- Three Oaks Recreation Area
- Wastewater Treatment Plant 2
- Wastewater Treatment Plant 3
- Fire Station 3
- Fire Station 4
- Downtown Train Station (for security cameras)
- Route 14/Main Street Bike Tunnel (for security cameras)
- McCormick Park Water Tower (for Water SCADA)

The goal for the new connections for the City's remote facilities was not only to provide much improved reliability, but to also increase speed. Fiber lines, through the use of light carried over glass filaments, are capable of providing very high speed connections, depending on the type of equipment connected to the lines. It is anticipated that all City facilities, with the replacement of the copper lines with fiber, would be able to experience speeds hundreds of times faster than the current connections. The two options researched by City Staff to provide High Speed fiber services to the City facilities are explained in the following paragraphs.

Option 1: Hybrid Wireless/Fiber System

As City Staff evaluated the various proposed locations that were to be serviced by fiber, it became evident that there were some locations that were excellent candidates for service provided by wireless receivers, particularly due to their location and the need to construct long distances of fiber plant to reach them, such as Wastewater Treatment Plants 2 & 3, and Fire Station 4. Cost estimates were developed and Return on Investment was evaluated. Cost comparisons for constructing this hybrid wireless/fiber project compared favorably with the cost of maintaining the current copper network infrastructure (keeping in mind the costs for the current copper network infrastructure covers only four facilities while the new hybrid wireless/fiber system would connect eight facilities to the City’s network infrastructure). See the chart below:

| Networking Costs | | | | |
|------------------|--|--|-------------------------------------|---|
| Phase Years | Current Networking Cost utilizing Copper | Cost of Fiber/ Wireless Construction And Utilization | Costs of Low Baud Circuit Amortized | Future Networking Costs w/ Fiber/Wireless |
| Phase 1 | \$111,708.00 | \$85,860.00 | \$0.00 | \$85,860.00 |
| Phase 2 | \$119,527.56 | \$575,000.00 | \$115,059.24 | \$692,293.40 |
| Phase 3 | \$127,894.49 | \$623,310.00 | \$61,579.04 | \$684,889.04 |
| Year 4 | \$136,847.10 | \$17,000.00 | \$67,736.93 | \$84,736.93 |
| Year 5 | \$146,426.40 | \$17,000.00 | | \$17,000.00 |
| Year 6 | \$156,676.25 | \$17,000.00 | | \$17,000.00 |
| Year 7 | \$167,643.59 | \$17,000.00 | | \$17,000.00 |
| Year 8 | \$179,378.64 | \$17,000.00 | | \$17,000.00 |
| Year 9 | \$191,935.14 | \$17,000.00 | | \$17,000.00 |
| Year 10 | \$205,370.60 | \$17,000.00 | | \$17,000.00 |
| Year 11 | \$219,746.54 | \$17,000.00 | | \$17,000.00 |
| Year 12 | \$235,128.80 | \$17,000.00 | | \$17,000.00 |
| Year 13 | \$251,587.82 | \$17,000.00 | | \$17,000.00 |
| Year 14 | \$269,198.97 | \$17,000.00 | | \$17,000.00 |
| Year 15 | \$288,042.89 | \$17,000.00 | | \$17,000.00 |
| Year 16 | \$308,205.90 | \$17,000.00 | | \$17,000.00 |
| Year 17 | \$329,780.31 | \$17,000.00 | | \$17,000.00 |
| Year 18 | \$352,864.93 | \$17,000.00 | | \$17,000.00 |
| Year 19 | \$377,565.47 | \$17,000.00 | | \$17,000.00 |
| Year 20 | \$403,995.06 | \$17,000.00 | | \$17,000.00 |
| | \$4,579,524.46 | | | \$1,817,545.21 |

As can be seen in the cost comparison, the potential savings over a twenty (20) year period in constructing and utilizing the hybrid wireless/fiber system could reach as much as \$2,761,979.25, while servicing twice as many facilities as the current copper lines.

The hybrid wireless/fiber proposal arguably had some downsides as the facilities that would be connected with wireless equipment (Fire Station 4, Wastewater Treatment Plants 2 & 3, and the McCormick Park Water Tower) would experience slower connections and could also be impacted by weather conditions that may impair connectivity at times.

Option 2: Comcast Leased Private Fiber Lines – Recommended

In an effort to complete our due diligence to develop the best and most cost-effective solution to eliminate copper connections and expand our Wide Area Network (WAN) to additional facilities, City staff began evaluating leased fiber connections available in the City. The largest provider of such services in our region are Comcast Business (a separate entity from Comcast Home which is the entity

familiar to most residents) and AT&T. Both Comcast and AT&T services are covered under contracts with the federal General Services Administration Schedule 70 Joint Purchasing Program, which is an authorized joint purchasing provider under the City's Procurement Code. Staff spent several months working with both Comcast Business and AT&T to evaluate their pricing structure and services for this potential network. It is important to keep in mind that these leased fiber lines are on a private and secured network that will only be available to the City and also totally eliminates the use of wireless equipment, therefore increasing reliability. Leasing of these fiber lines also allows the City maximum flexibility in reacting to changing technology in the future but not heavily investing in constructed fiber that could potentially be rendered obsolete with the potential of unforeseen technology advances.

Both Comcast and AT&T, as part of the prices quoted in their proposals, would extend their current fiber plants to reach facilities that are currently not serviced, such as Fire Station 4 and the parking gate building inside Three Oaks Recreation Area at no additional cost to the City. In addition, both Comcast and AT&T, as a part of their proposals and included in the costs quoted below, would provide and maintain the electronic equipment required at each end of the fiber lines to light them up (make them usable). Based upon their respective GSA contracts, the following prices were developed from Comcast Business and AT&T:

| <u>Facility</u> | <u>Comcast Monthly Price</u> | <u>AT&T Monthly Price</u> |
|----------------------|----------------------------------|-----------------------------------|
| Municipal Complex | \$960.00 | \$1,202.91 |
| Three Oaks | \$797.00 | \$1,124.94 |
| Bike Tunnel | \$350.00 | \$642.28 |
| Train Station | \$487.00 | \$699.99 |
| Fire Station 4 | \$487.00 | \$699.99 |
| Fire Station 3 | \$797.00 | \$1,124.94 |
| WWTP 2 | \$487.00 | \$699.99 |
| McCormick Park Tower | \$350.00 | \$642.28 |
| WWTP 3 | <u>\$350.00</u> | \$642.28 |
| Monthly Cost | \$5,065.00 | \$7,479.60 |

As can be seen, AT&T's prices are approximately 32% higher than those offered by Comcast Business. Utilizing the prices quoted by Comcast Business, the following savings would be achieved over twenty (20) years:

| Networking Costs | | | | |
|------------------|--|--|-------------------------------------|--|
| Phase Years | Current Networking Cost utilizing Copper | Cost of Fiber/ Wireless Construction And Utilization | Costs of Low Baud Circuit Amortized | Future Networking Costs w/ Comcast Fiber |
| Phase 1 | \$111,708.00 | | | \$60,780.00 |
| Phase 2 | \$119,527.56 | Not Applicable to | Comcast Fiber | \$60,780.00 |
| Phase 3 | \$127,894.49 | | | \$60,780.00 |
| Year 4 | \$136,847.10 | | | \$60,780.00 |
| Year 5 | \$146,426.40 | | | \$60,780.00 |
| Year 6 | \$156,676.25 | | | \$60,780.00 |
| Year 7 | \$167,643.59 | | | \$60,780.00 |
| Year 8 | \$179,378.64 | | | \$60,780.00 |
| Year 9 | \$191,935.14 | | | \$60,780.00 |
| Year 10 | \$205,370.60 | | | \$60,780.00 |
| Year 11 | \$219,746.54 | | | \$60,780.00 |
| Year 12 | \$235,128.80 | | | \$60,780.00 |
| Year 13 | \$251,587.82 | | | \$60,780.00 |
| Year 14 | \$269,198.97 | | | \$60,780.00 |
| Year 15 | \$288,042.89 | | | \$60,780.00 |
| Year 16 | \$308,205.90 | | | \$60,780.00 |
| Year 17 | \$329,780.31 | | | \$60,780.00 |
| Year 18 | \$352,864.93 | | | \$60,780.00 |
| Year 19 | \$377,565.47 | | | \$60,780.00 |
| Year 20 | \$403,995.06 | | | \$60,780.00 |
| | \$4,579,524.46 | | | \$1,215,600 |

As can be seen in the cost comparison, the potential savings over a twenty (20) year period in constructing and utilizing the Comcast Business proposal could reach as much as \$3,363,924.46, while servicing twice as many facilities as the current copper lines, and also resulting in a \$601,945.21 savings over the hybrid Wireless/Fiber system.

Comcast Business currently provides services of this nature to various other municipalities, school districts and park districts in the northern Illinois area. A sampling of their customers for this type of service is below:

- Village of Algonquin
- Village of Huntley
- Village of Roselle
- Village of Lake Zurich
- Village of Morton Grove
- Village of Libertyville
- Village of Arlington Heights
- City of Waukegan
- Village of Schaumburg
- Schaumburg Park District
- Village of Mundelein
- Village of Roselle
- Village of Franklin Park
- Crystal Lake Community High School District 155
- Crystal Lake School District 47
- McHenry Fire Protection District

In addition, Comcast also provided high speed fiber service to many hospital systems and other large corporate customers throughout their service territory.

Reference checks reveal that service reliability is excellent and Comcast has a very strict Service Level Agreements (attached) for restoration. In addition, Comcast Business operates a NOC (Network Operations Center) in the Naperville which not only continually monitors their own equipment for outages, but also monitors the various pieces of router equipment on the City's network to notify Comcast and the City of any service outages on the network immediately. This NOC is staffed by Comcast 24 hours a day, seven days a week.

Pricing for the Comcast fiber lines is predicated on a five (5) year commitment. However, contract language allows the City to terminate the agreements without cause at any time with no penalty.

Additional Internet Line

As a part of effective Disaster Recovery planning, Comcast has offered to provide an additional Internet line for the City network (all Internet traffic for the network is provided from City Hall) for \$824.00 a month as a part of the fiber project. Currently, the City has a backup Cellular line for very limited connectivity if the primary (AT&T Fiber) Internet line were to be interrupted. It is important to have backup Internet service from a different carrier in the event the main Internet line encounters issues. AT&T provides Internet services for many area Internet Service Providers (ISPs) and they would also be impacted if AT&T were to suffer an interruption. In addition, most area ISPs are not capable of providing fiber Internet lines. As a result, the local lines provided by many ISPs are actually copper. The line proposed by Comcast would be a fiber line independent of AT&T and would be able to provide Internet service to the City network in the event of a service interruption for our current AT&T Fiber line.

Network Routers

When a WAN network such as the City operates has physically separate locations, it is necessary to have pieces of equipment at each node of the network that "route" traffic. For instance, the network needs to be aware of how to route the traffic from computers and equipment from one of the remote locations on the network to access resources in the City's data center at City Hall. Also, any voice or video traffic on the network requires appropriate routing to the requisite servers for processing and also prioritization over data traffic on the network to preserve voice and video quality. The routing and prioritization is completed at both the network switch and router level.

The City currently has routers handling traffic between the City's data center at City Hall and the four remote locations connected with copper T-1 lines. In order to upgrade these lines to fiber, it is necessary that the routers are replaced with new equipment capable of handling the increased speed. In addition, the current routers are over ten (10) years old and have exceeded their useful life. The four additional new sites also require routers, as well as a new main router at City Hall, for a total of ten (10) routers. The City's network utilizes Cisco networking equipment and CDW Government holds the State of Illinois Joint Purchasing contract for Cisco equipment. CDW Government has provided a quote to the City for the ten (10) required routers and Cisco SMARTnet coverage for \$44,374.00. SMARTnet coverage is necessary to provide required security updates to Cisco network equipment. Without the SMARTnet agreements, the City would be unable to secure the necessary firmware updates for the equipment.

The State of Illinois Joint Purchasing Program pricing for the Cisco routers and SMARTnet coverage resulted in a \$14,000.00 to \$20,000.00 savings when we contacted other Cisco vendors for pricing on identical equipment.

Recommendation

Of the two options presented, Option 2, Comcast Leased Private Fiber Lines provides the best services to City facilities in the most cost effective manner. Therefore, it is the recommendation of Information Technology staff to authorize the City Manager to execute a contract with Comcast Business for the provision of High Speed Private Fiber Services in the amount of \$60,780.00 annually and for High Speed Fiber Internet service in the amount of \$9,888.00 annually through the General Services Administration Schedule 70 Joint Purchasing Program and also authorizing the City Manager to execute a contract with CDW Government for the purchase of ten (10) Cisco routers and SMARTnet coverage in the amount of \$44,374.00 through the State of Illinois Joint Purchasing Program.

The attached contract with Comcast Business has been reviewed and approved by the City's legal counsel.

Sufficient funding has been budgeted in the FY 2018/2019 budget.

Votes Required to Pass:

Simple Majority



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute a five-year contract, with an option to renew for an additional five years, with Comcast Business for the provision of High Speed Private Fiber Services in the amount of \$65,280.80 annually and for High Speed Fiber Internet service in the amount of \$9,888.00 annually allowing for a ten percent annual contingency through the General Services Administration Schedule 70 Joint Purchasing Program; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a contract with CDW Government for the purchase of ten (10) Cisco routers and requisite SMARTnet agreements in the amount of \$44,374.00 through the State of Illinois Joint Purchasing Program. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments annually from a contingency allowance, annually.

DATED this 20th day of November 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: November 20, 2018
APPROVED: November 20, 2018



Agenda Item No: 17

City Council Agenda Supplement

Meeting Date:

November 20, 2018

Item:

Banking Services, Armored Car Service, and Designation of Primary Financial Institution

Staff Recommendation:

Motion to:

1. Accept and award the proposal for banking services to the most responsive and responsible proposer, Crystal Lake Bank & Trust Company, and
2. Adopt a resolution authorizing the City Manager to execute agreements, contingent upon attorney review, in the submitted proposal amounts, for banking services for five (5) years with an option to renew for an additional five (5) year period based on the submitted proposal from Crystal Lake Bank & Trust Company, and authorizing the City Manager to execute agreements for armored car services for five (5) years with an option to renew for an additional five (5) year period with Dunbar Armored, Inc., and
3. Adopt a Resolution amending Resolution 17R-83, Authorizing the Establishment of a Foreign Fire Insurance Tax Account for the Crystal Lake Foreign Fire Insurance Board, in order to designate Crystal Lake Bank & Trust as the financial institution for the Foreign Fire Insurance Tax Account, and
4. Adopt a resolution amending the list of approved financial institutions and include Crystal Lake Bank & Trust as the City's primary financial institution.

Staff Contact:

George J. Koczwar, Director of Finance

Background:

In 2017, the City issued a Request for Proposals ("2017 RFP") for banking services and eventually awarded a contract to First Midwest Bank. The 2017 RFP requested that the successful proposer was to have a branch location within the corporate limits of the City of Crystal Lake. Following the award of the contract to First Midwest Bank, it was announced by First Midwest Bank that they would be closing a number of branches, including the Crystal Lake, IL branch. Since First Midwest Bank no longer has

a branch within the City's corporate limits as required by the 2017 RFP, the City re-issued the RFP for Banking Services.

On October 19, 2018, the City publicly opened and read aloud the proposals received for banking services and retail lockbox services. Four financial institutions participated in the process.

Below is a breakdown of the proposals received for general account services and lockbox services:

| | Banking Services | Armored Car Service³ |
|--|-------------------------|--|
| Crystal Lake Bank & Trust ¹ | \$8,980 | \$7,092 |
| Associated Bank | \$21,629 | \$7,092 |
| Fifth Third Bank | \$24,606 | \$7,092 |
| Home State Bank ² | \$13,624 | \$7,092 |

¹Recommended proposal

²Did not provide a proposal for Lockbox Services

³Based on continued contract with Dunbar. Annual base price, does not include fuel surcharge

Below is a summary of the banking services to be provided as requested as part of the Request for Proposals.

Deposit Services - The selected bank will provide for a primary concentration account, through which, all City deposits and disbursements will flow, including incoming and outgoing wire transfers and electronic fund transfers.

Deposit Locations – The selected bank will provide a deposit location within the corporate limits of the City of Crystal Lake.

Checking Services – The selected bank will provide checking services including a monthly CD-ROM with images and an index of paid checks, returned check services, file transfer service for direct deposits and direct debits, and check and ACH positive pay services.

Change/Currency Order Services – The City periodically requires change for cashiers at various locations and the ability to cash a petty cash check.

Analysis Services – Each month the selected bank will provide electronically to the City an account analysis showing the activity for each compensation category and the resulting charges for that activity, computation of the average daily collected balance, the resulting excess or deficit position for the month's activity, and the compensating balances required to support the monthly activity.

Banking Deposit Courier Services (Armored Car Service) – As part of the 2017 RFP, the City requested banking deposit courier services. As part of this contract, Dunbar will continue to provide banking courier services at two locations: City Hall (100 W. Woodstock Street) and the Three Oaks Recreational Area (5517 Northwest Hwy). All deposits will be taken to the local bank branch.

Lockbox Services – The selected bank will provide lockbox services to receive utility bill payments. Currently, the City issues 14,000 utility bills every month with approximately 2,700 being processed through the lockbox. Utility bill payments are currently made through a retail lockbox, a wholesale lockbox, or an electronic lockbox.

Reconciliation Services –The selected bank will provide reconciliation services including deposit reconciliation services.

Bank Statements – The bank statement date will be the last day of the calendar month and is required to be delivered electronically to the City within five working days after the end of each calendar month.

Cash Management Services - Daily excess cash balances in the City's Depository account may be automatically swept to a short term investment account.

Collateralization of Account Balances – All City funds on deposit will be collateralized at all times. The amount of the collateral provided by the selected bank will not be less than 105% of the market value of the net amount of deposits and investments to be secured

On-Line Services – The selected bank will provide internet on-line automated balance reporting, allowing access to balances with detailed transaction information on all accounts. This will include the ability to perform check inquiries, stop payments, check return management, lockbox detailed information, ACH initiation, and wire transfers.

City-issued Credit Cards - The selected bank will be the new issuer of the city-issued credit cards.

Foreign Fire Insurance Account

Contemporaneous with the recommended approval to make Crystal Lake Bank & Trust the City's primary financial institution, staff recommends that the City Council amends its resolution from last year to establish a separate account for the Foreign Fire Insurance Board. The amendment would essentially change the direction from having the account with Baxter Credit Union to having the account with Crystal Lake Bank & Trust.

Recommendation

The Finance Department has reviewed all proposals received for completeness and accuracy in accordance with the Request for Proposal documents. It is staff's recommendation to approve a contract with Crystal Lake Bank & Trust for banking services, approve a contract with Dunbar Armored, Inc., for armored car service, amend Resolution 17R-83 regarding the Foreign Fire Insurance Board account, and designate Crystal Lake Bank & Trust as the City's primary financial institution.

Votes Required to Pass:

Simple Majority



RESOLUTION NO. 18R-

BANKING AND ARMORED CAR SERVICES

WHEREAS, in 2017, the City issued a Request for Proposals ("2017 RFP") for banking services and eventually awarded a contract to First Midwest Bank; and

WHEREAS, the 2017 RFP requested that the successful proposer was to have a branch location within the corporate limits of the City of Crystal Lake; and

WHEREAS, following the award of the contract to First Midwest Bank, it was announced by First Midwest Bank that they would be closing a number of branches, including the Crystal Lake, IL branch; and

WHEREAS, since First Midwest Bank no longer has a branch within the City's corporate limits as required by the 2017 RFP, the City re-issued the RFP for Banking Services; and

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is hereby authorized to execute an agreement on behalf of the City, contingent upon attorney review, in the submitted proposal amounts, for banking services for five (5) years with an option to renew for an additional five (5) year period based on the submitted proposal from Crystal Lake Bank & Trust Company, and authorizing the City Manager to execute an agreement for armored car services for five (5) years with an option to renew for an additional five (5) year period with Dunbar Armored, Inc.

BE IT FURTHER RESOLVED that the City Manager is authorized to take any actions necessary to facilitate the execution of banking services and armored car service during the terms of the agreements.

DATED at Crystal Lake, Illinois, this 20th day of November, 2018.

APPROVED:

Aaron T. Shepley, Mayor

SEAL:

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: November 20, 2018

APPROVED: November 20, 2018

CITY OF CRYSTAL LAKE

**AMENDING THE RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FOREIGN
FIRE INSURANCE TAX ACCOUNT FOR THE CRYSTAL LAKE
FOREIGN FIRE INSURANCE BOARD**

WHEREAS, pursuant to Division 11-10 of the Illinois Municipal Code and Section 11-9 of the City Code of the City of Crystal Lake (the "**City**"), the City has received moneys (the "**FFI Funds**") relating to foreign fire insurance companies doing business in Crystal Lake; and

WHEREAS, pursuant to Section 11-9(d) of the City Code, the City Council may by resolution transfer all FFI Funds into an account (the "**FFI Tax Account**") that will be under the sole control of the Crystal Lake Foreign Fire Insurance Board (the "**FFI Board**") and its Treasurer (the "**FFI Treasurer**"); and

WHEREAS, the City has received a bond for the FFI Treasurer in conformity with Section 11-9(d)(6) of the City Code; and

WHEREAS, the City Council has previously designated certain financial institutions as depositories for City Funds and designated signatories; and

WHEREAS, the City Council has previously determined that it is in the best interests of the City and its residents to establish the FFI Tax Account; and

WHEREAS, the City Council has previously designated Baxter Credit Union (the "**Bank**") as a designated City financial institution and authorized and directed the City's Finance Director to establish a bank account of the City with the Bank to be referred to as the FFI Tax Account; and

WHEREAS, on November 20, 2018, the City, following a competitive proposal process, awarded a contract for banking services to Crystal Lake Bank & Trust; and

WHEREAS, Crystal Lake Bank & Trust is now designated at the City's primary financial institution; and

WHEREAS, the City Council has determined that it is in the best interests of the City and its residents to amend the previously adopted Resolution authorizing the establishment of a Foreign Fire Insurance Tax Account for the Crystal Lake Foreign Fire Insurance Board in accordance with the terms hereinafter set forth;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Crystal, McHenry County, Illinois:

Section 1: Incorporation of Recitals. The foregoing recitals are hereby expressly incorporated into and made a part of this Resolution.

Section 2: Establishment of FFI Tax Account. The City Council hereby designates Crystal Lake Bank & Trust (the "**Bank**") as a designated City financial institution and authorizes and directs the City's Finance Director to establish a bank account of the City with the Bank to be referred to as the FFI Tax Account, subject to the following terms and conditions:

- a. The FFI Tax Account shall be the property of the City;
- b. Withdrawals from the FFI Tax Account shall be made only upon the authorization of FFI Board as evidenced by an appropriate written instrument signed by the FFI Treasurer and at least one of the following additional persons: (i) the FFI Board chair, or (ii) the FFI Board vice-chair; and
- c. Following the establishment of the FFI Tax Account, the FFI Board shall only authorize withdrawals from the FFI Tax Account for an Authorized Expenditure in accordance with Section 11-9(a)(2) of the City Code.

Upon confirmation that the FFI Tax Account has been established as hereinabove provided and the necessary documentation, including required application information and signature cards have been delivered to the Bank, the City's Finance Director shall deposit all of the FFI Funds currently on hand with the City into the FFI Tax Account. Any additional FFI Funds that the City may hereafter receive shall be promptly deposited into the FFI Tax Account.

Section 3: Effective Date: This Resolution shall take effect and be in full force and effect immediately on and after its passage and approval.

ADOPTED this 20th day of November 2018, pursuant to a roll call vote as follows:

AYES:

NAYS:

APPROVED 20th day of November 2018.

Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk



RESOLUTION NO. 18R-

DESIGNATION OF FINANCIAL INSTITUTIONS AND SIGNATORIES

WHEREAS, the City Council of the City of Crystal Lake, McHenry County, Illinois has previously adopted a Resolution which designated certain financial institutions as depositories for City Funds and designated signatories; and

WHEREAS, on November 20, 2018, the City Council, following a competitive proposal process, awarded a contract for banking services to Crystal Lake Bank & Trust and designated Crystal Lake Bank & Trust at the City's primary financial institution; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS, that Gary J. Mayerhofer, City Manager, George J. Koczwarra, Director of Finance, Nick Kachiroubas, City Clerk, and Laura Herrig, Assistant Finance Director of the City of Crystal Lake are hereby designated as official signatories.

BE IT FURTHER RESOLVED that these signatories can conduct business at the following institutions conducting business with the City of Crystal Lake:

- Amalgamated Bank of Chicago
- American Community Bank and Trust
- Associated Bank
- Bank of America
- BB&T Bank
- BMO Harris Bank
- BNY Mellon
- Chase Bank
- Charles Schwab
- Citibank
- Citizens Bank
- Crystal Lake Bank and Trust Company
- Fifth Third Bank
- First Midwest Bank
- First Tennessee
- Home State Bank
- Huntington Bank
- Illinois Funds
- Illinois Metropolitan Investment Fund
- Sawyer Falduto Asset Management, LLC
- US Bank
- Wintrust Financial

BE IT FURTHER RESOLVED that one of the aforementioned persons will initiate the transaction and a second person will confirm deposits and withdrawals of funds from any of the said bank accounts.

BE IT FURTHER RESOLVED that the City of Crystal Lake reserves the right to conduct business with the above-mentioned institutions as determined necessary. This includes a depository account, wire transfer agreements, third party surety agreements, safekeeping agreements, collateral agreements and lockbox agreements. For the purpose of transaction clearing and safekeeping or the purchase of insured certificates of deposit, the above are authorized to act on behalf of this entity as its agent with respect to such accounts and agreements. The intent is to earn the highest returns on its investments at the lowest cost and risk.

DATED at Crystal Lake, Illinois, this 20TH day of November, 2018.

APPROVED:

Aaron T. Shepley, Mayor

SEAL:
ATTEST:

Nick Kachiroubas, City Clerk

PASSED: November 20, 2018
APPROVED: November 20, 2018



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date: November 20, 2018

Item: Backup power generator & associated equipment for Water Treatment Plant #4/Wastewater Treatment Plant #3

Staff Recommendation: Motion to award the bid for the backup power generator and associated equipment for Water Treatment Plant #4/Wastewater Treatment Plant #3 to the lowest responsible, responsive bidder, Newcastle Electric, and adopt a resolution authorizing the City Manager to execute a contract with Newcastle Electric in the amount bid and approve changes in scope by 10 percent of the original price.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On November 9, 2018, the City of Crystal Lake publically opened and read aloud the bids received for a backup power generator and associated equipment for Water Treatment Plant #4 (WTP#4)/Wastewater Treatment Plant #3 (WWTP#3). Bids were solicited in accordance with the City's procurement policies with two pre-bid meetings conducted that five vendors attended. The following bids were received:

| Bidder | Cost |
|----------------------------------|-------------|
| √ Newcastle Electric, Itasca, IL | \$975,000 |
| Carey Electric, McHenry, IL | \$1,140,500 |

√ Indicates the lowest responsible and responsive bidder

The Fiscal Year 18/19 budget includes the replacement and upgrade of the backup power generator and associated equipment for WTP#4/WWTP#3. The existing generator powers WTP#4 and only powers a portion of WWTP#3. Currently, in the event of a power outage, the entire wastewater treatment plant will not operate. The proposed generator will have the capacity to generate power for the entire wastewater plant.

This project will include a new electrical generator, transfer switch, and replace a motor control center (MCC) at Water Treatment Plant#4 along with installing conduit to the WWTP#3 control building. Additional electrical improvements will be budgeted for next year at WWTP#3 to fully incorporate the new generator into the plant (new MCC and wiring).

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Newcastle Electric has previously performed similar work for the City in a satisfactory manner. Staff recommends to award the bid to the lowest responsive and responsible bidder, Newcastle Electric, for the backup power generator and associated equipment for WTP#4/WWTP#3 in the bid amount of \$975,000 and allow for a 10 percent contingency.

Votes Required to Pass:

Simple majority of the City Council.



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract with Newcastle Electric for the backup generator and associated equipment for Water Treatment Plant #4/Wastewater Treatment Plant #3 in the amount bid and approve changes in scope by 10 percent of the original price.

DATED this 20th day of November, 2018.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED:
APPROVED:



Agenda Item No: 19

**City Council
Agenda Supplement**

Meeting Date:

November 20, 2018

Item:

Reserve Winter Road Salt Purchase

Staff Recommendation:

- 1) Reject the bid opened on September 25, 2018.
- 2) Motion to waive the bidding requirements and adopt a resolution authorizing the City Manager to execute a contract with Morton Salt, Inc. for the purchase of 1,500 tons of road salt.

Staff Contact:

Michael Magnuson, Director of Public Works

Background:

The City of Crystal Lake participates in the biennial salt purchase program coordinated by the State of Illinois. This two-year contract caps the quantity purchase over the two year period. The quantities cannot be changed at the end of the first year for the next year. This requires the City to estimate winter weather requirements two years in advance. Our current contract through the State of Illinois is for a price of \$46.69/ton (contract is with Compass Minerals.)

At the start of this winter season, our reserves in storage are less than a typical year, which is attributable to last year's longer icing events that used more salt. While the State contract will provide the typical quantity we utilize in a typical year, Public Works would like to have a reserve quantity in storage for unforeseen contingencies (more icing events, wetter than normal winter, etc.)

The City solicited bids on September 25, 2018 for an additional 1,500 tons of road salt. Only one bid was received from Midwest Salt at a price of \$97.35 per ton. Four (4) no-bid notices were submitted. The \$97.35/ton price is significantly higher than the State bid and what other local municipalities are currently paying. Inquiries with some of the vendors indicate that a salt shortage for the start of this winter season is driving up costs, some vendors do want to commit to delivering additional purchases, or will only do so at an escalated price.

Discussion:

The Public Works Department contacted other area agencies and found that the Lake County Division of Transportation's contract allows for the addition of other government agencies. The

price is provided by the vendor for each specific municipality. The vendor, Morton Salt, Inc., has offered a price of \$64.41/ton to the City of Crystal Lake for a bulk purchase of 1,500 tons under this contract. This price is close to what the Village of Cary (\$62.15), Village of Fox River Grove (\$63.18) and City of Woodstock (\$62.44) pay through the Lake County contract. Since the City of Crystal Lake was not part of the original Lake County bidding process (the City's quantity was not advertised in the initial bidding), the City must waive the requirement for competitive bidding in order to accept the Morton Salt, Inc. offered price under this contract.

Recommendation:

It is the recommendation of the Public Works Department to participate in the Lake County Division of Transportation's joint contract for road salt and execute an agreement with Morton Salt in the amount of \$64.61 per ton.

Votes Required to Pass:

Two-thirds majority



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to participate in the in the Lake County Division of Transportations joint contract for road salt and to execute an agreement with Morton Salt in the amount of \$64.61 per ton.

DATED this 20th day of November, 2018.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED:
APPROVED: