



**CITY OF CRYSTAL LAKE**  
**AGENDA**  
**CITY COUNCIL**  
**REGULAR MEETING**  
City of Crystal Lake  
100 West Woodstock Street, Crystal Lake, IL  
City Council Chambers  
June 4, 2019  
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Proclamation – Crystal Lake Public Library Summer Reading Program**
5. **Approval of Minutes – May 21, 2019 Regular City Council Meeting**
6. **Accounts Payable**
7. **Public Presentation**  
*The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the City staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against City staff or elected officials are not permitted.*
8. **Mayor's Report**
9. **City Council Reports**
10. **Consent Agenda**
  - a. **Willow Creek Crystal Lake, Lake Baptism Special Event, Three Oaks Recreation Area**
  - b. **Chippewa Girl Scout Service Unit Special Event and Fee Waiver Request, Three Oaks Recreation Area**
  - c. **Crystal Lake Service League Housewalk Special Event Request for Closing North Shore Drive (The Point), Friday September 6, 2019**
  - d. **Chicago Land Title Trusts 1004004149 & 1004004152 (Whiskey Business and Shopping Center) and Reinhardt/Kirk requests - Annexation Public Hearing Continuations to the August 6, 2019 City Council Meeting**
11. **Habitat for Humanity of Northern Fox Valley 24-Hour Build-A-Thon Special Event Request, Friday, November 1, 2019 through Saturday, November 2, 2019.**
12. **Final Planned Unit Development to increase the outside storage area - 435 S. Main Street, Ace Hardware**
13. **Adopt-A-Highway Program Consideration**
14. **Bid Award – Police Directed Towing Services**

15. **Public Safety Radio System Migration to STARCOM21 – Approving participation in the State of Illinois STARCOM21 Public Safety Radio Network and Adopting an Ordinance Amending the Annual 2019/20 Annual City Budget**
16. **Bid Award – 2019 Street Resurfacing Program**
17. **Intergovernmental Agreement with the McHenry County Conservation District (MCCD) Prairie Trail Improvements in conjunction with the Crystal Lake Avenue and Main Street Intersection Improvement**
18. **Acquisition of Right-of-Way for the Crystal Lake Avenue and Main Street Intersection Improvement**
19. **Board and Commission Appointment and Reappointments – Library Board**
20. **Public Highway At-Grade Crossing Agreements with the Union Pacific Railroad Company for the Crystal Lake Avenue at Main Street Intersection Improvement**
21. **Appropriation of MFT funds for the railroad crossing improvements for the Main Street and Crystal Lake Avenue Intersection Improvements.**
22. **Council Inquiries and Requests**
23. **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**
24. **Reconvene to Regular Session**
25. **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: 10 a**

**City Council  
Agenda Supplement**

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**Meeting Date:**

June 4, 2019

**Item:**

Willow Creek Crystal Lake, Lake Baptism

**Council Discretion:**

Motion to approve the Willow Creek Crystal Lake request to hold a special event at the Three Oaks Recreation Area from 1:00 p.m. to 3:30 p.m. on Sunday, September 8, 2019 with a rain date of Sunday, September 15, 2019.

**Staff Contact:**

Nick Hammonds, Management Analyst

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**Background:**

The City has received a request from Willow Creek Crystal Lake for the use of the Three Oaks Recreation Area beach/wading area and main pavilion for a lake baptism from 1:00 p.m. to 3:30 p.m. on Sunday, September 8, 2019 with a rain date of Sunday, September 15, 2019. From 2011 through 2018, the petitioner successfully complied with the City's requirements and conditions during the lake baptism.

Approximately 600-700 people will participate in this event, including attendees, volunteers and staff. The petitioner is requesting exclusive use of one-half of the sand beach and swim wading area. Per the petitioner's itinerary, the baptism would be staged to ensure that only a portion of the attendees would be in the water at any one time. The petitioner will utilize the park's speaker system, and place crosses on the beach sand. The placement of the crosses would be subject to the conditions in this agenda supplement. The petitioner is requesting that general swimming be allowed from 2:00 p.m. to 3:30 p.m.

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

Staff has reviewed this request and would offer the following conditions for approval.

The Petitioner shall:

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

Special Event Application Fee	\$75
One detail Police Officer (minimum) to assist with traffic control	\$210.12 (\$70.04 per officer, per hour, from Noon – 3:00 PM) (if a second officer is required by the City prior to the event, the petitioner shall compensate the City for this second officer).
Staff Preparation and Restoration Fee	\$120 (4 hours, at \$30 per hour)
Three City Lifeguards	\$150 (5 hours, at \$10 per hour)
Sound System Fee	\$75
Pavilion Rental Fee	\$180
<b>Total Non-Refundable Fee</b>	<b>\$810.12</b>
Special Event Refundable Damage Deposit	\$1,000
Pavilion Rental Refundable Damage Deposit	\$200

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

**Votes Required to Pass:**

Simple majority vote of the City Council.



**Agenda Item No: 10b**

**City Council  
Agenda Supplement**

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**Meeting Date:**

June 4, 2019

**Item:**

Girl Scout Request for a Special Event at the Three Oaks Recreation Area

**Council Discretion:**

1. Motion to approve the Chippewa Girl Scout Service Unit request to hold a day camp, including overnight camping, at Three Oaks Recreation Area from Monday, June 24, 2019 through Thursday, June 27, 2019.
2. Motion to waive the application fees, pavilion rental fees, and additional security staff fees.

**Staff Contact:**

Eric Helm, Deputy City Manager  
Nick Hammonds, Management Analyst

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**Background:**

The City has received a request from the Chippewa Girl Scout Service Unit for the use of the Three Oaks Recreation Area to hold a day camp and overnight camping from Monday, June 24, 2019, through Thursday, June 27, 2019. Between 2013 and 2017, the Girl Scouts held this same event and successfully complied with all City conditions.

The overnight camping would only occur on the night of Wednesday, June 26<sup>th</sup> in the Picnic Grove area and will include approximately 15 – 20 tents. This is the same area utilized in previous years for overnight camping by scout groups. The Chippewa Girl Scout Service Unit is composed of girls that attend Crystal Lake schools and live in the Crystal Lake area. Approximately 100 – 120 girls will participate each day. The ratio of campers to adult chaperons will be 6:1 throughout the week. The Girl Scouts consider this a “twilight camp” since activities will take place from 2:00 PM to 9:00 PM. The Girl Scouts will offer the following events and activities at the park:

- Swimming
- Cooking
- Hiking
- Crafts
- Letterboxing

In addition to the above activities, the Scouts will organize an archery event for two hours each day. City staff will work with the Girl Scouts to ensure that the archery event is conducted safely.

The archery activities will utilize the far end of the volleyball area as a “backdrop” and the area will be roped off. Utilizing the volleyball area ensures that this activity is separated from the areas of the park that are visited by the general public. The Scouts will shoot into hay bales and at least two adult leaders, certified in archery, will supervise the activity.

Overnight Camping

As part of the day camp, from Wednesday, June 26<sup>th</sup> through Thursday, June 27<sup>th</sup>, the Girl Scouts would like to overnight camp in the Picnic Grove area. Approximately 15 – 20 tents will be set up in the Picnic Grove. All tents will be removed first thing in the morning. This is the same area that has been utilized by numerous other scout overnight camp groups. Per Chapter 238 of the City Code, overnight camping at Three Oaks Recreation Area may be allowed when approved by the Mayor and City Council.

**238-1 General Rules and Admission**

- A. Three Oaks Recreation Area General Rules
  - 8. Camping and open fires within the recreational area are prohibited except as authorized by the Mayor and City Council.

In addition, the petitioner is requesting exclusive use of all four pavilions and the Picnic Grove during this time. The petitioner will clean up the site and dispose of the trash from the activities. Since the petitioner is requesting the overnight use of the facility, City staff recommends that a City security staff member monitor the facility during the time when no other Three Oaks staff is present. The additional security staff time would be 3 hours, from 2:00 AM to 5:00 AM.

Staff has reviewed the submittals, and the Petitioner has agreed to comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements. During the entire event, the Scouts will provide the City with an insurance certificate naming the City as additional insured and sign an indemnity/hold harmless agreement. In addition, each parent will sign a “Participant Form” on behalf of their child, which will provide the City further liability protection.

Attached for your information is a copy of the request letter, Special Event Application, Group Use Application, and Pavilion Rental Application. The petitioner has agreed to pay the refundable damage security deposit of \$600. The petitioner is requesting a waiver of the following fees:

Special Event Application Fee:	\$50
Pavilion Rental Fee (four days):	\$1,120
Additional Site Security Staff (one night):	\$36
Total:	\$1,206

For reference, from 2013 through 2017, the City Council approved overnight camping for this group. In addition, the City Council waived the application fees, pavilion rental fees, and additional security staff fees for the 2013 through 2017 events.

**Recommended Conditions:**

City staff has reviewed the petitioner's request and offers the following conditions:

1. Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements, including all insurance requirements. Insurance certificates need to be provided annually. Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement. Also, all participants must sign a waiver releasing the City from any liability related to their participation in the triathlon that will be collected upon race registration.
2. If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department for further review. The use of tents or canopies is subject to review by the Fire Prevention Bureau. The petitioner shall provide a detailed site plan for tents or canopies prior to the event.
3. Submit for City approval, severe weather plans and an evacuation plan.
4. All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection.
5. All debris created by the event shall be cleaned up during and after the event.
6. In the case of inclement weather, an alternate date can be approved by the City Manager.

The petitioner is aware of the recommended conditions and will be present at the meeting.

**Votes Required to Pass:**

Simple majority vote of the City Council



Agenda Item No: 10c

## City Council Agenda Supplement

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Meeting Date: June 4, 2019

Item: Crystal Lake Service League Housewalk Special Event request for closing North Shore Drive (The Point).

City Council discretion: Motion to approve the Special Event for the Crystal Lake Service League Housewalk to be held on September 6, 2019, pursuant to the recommended conditions.

Staff Contact: Michelle Rentzsch, Director of Community Development

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Background:

Crystal Lake Service League is requesting to hold its annual Housewalk. This request includes the closure of a portion of North Shore Drive (The Point) on Friday, September 6, 2019, from 8:00 a.m. until 2:00 p.m. and again from 5:00 p.m. to 9:00 p.m.

One of the homes on this year's Housewalk is at the dead end portion of North Shore Drive. The Service League is requesting to close that portion of the street during the Housewalk for the safety of the participants walking to the home. The roadway is narrow in that area and this will allow for safe pedestrian traffic and no parking of vehicles on that portion of the road. Local traffic will be permitted during the temporary closures.

The neighboring property owners have been made aware of this request and have signed a letter that they are aware of the Special Event and road closure.

City staff has reviewed the petitioner's request and does not have any concerns regarding the closure of a portion of North Shore Drive, providing the following conditions are met:

- 1) City-owned barricades must be used to block off the street closure sections. Barricades must be placed to allow limited access to North Shore Drive. In addition, a "Local Traffic Only" sign must be temporarily placed at the entrance to that portion of North Shore Drive.
- 2) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access, and volunteers should be available to remove barricades to allow emergency vehicles on the roadway, if necessary.



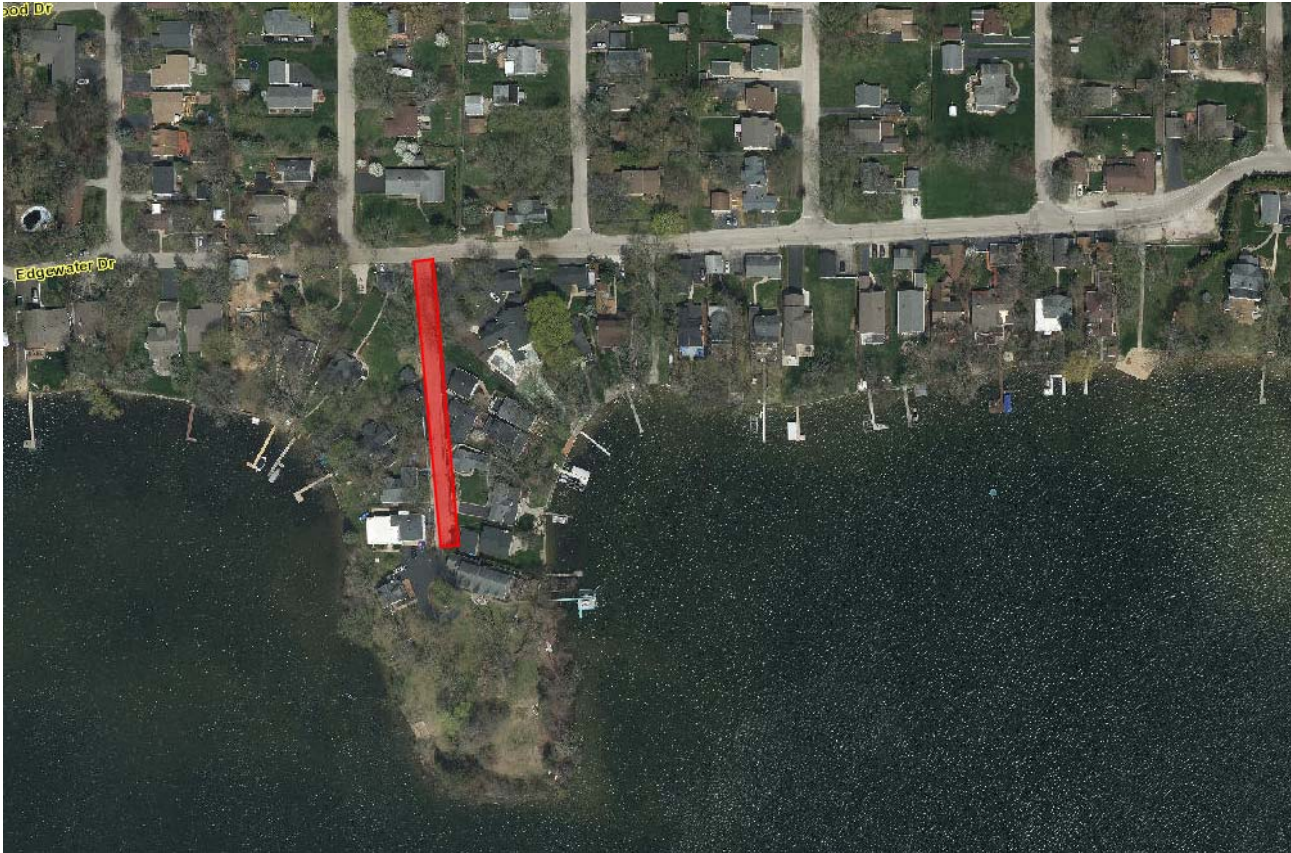
- 3) Any barricades used to restrict traffic or pedestrians on the section of North Shore Drive involved in this request must be easily moveable and manned by event staff should an emergency occur during the event hours.
- 4) Parking along streets in the area (Edgewood, Sunnyside, Mayfield, North Shore) must be restricted to one side of the street only (side of street not with fire hydrant preferably) and “NO PARKING” signs posted on the restricted side (side of street with fire hydrants).
- 5) Fire hydrants located on or near the property of the event must remain unobstructed and “NO PARKING” signs posted.
- 6) All debris created by the event must be cleaned up during and after the event.
- 7) Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.

The applicant has been made aware of these recommended conditions and advised to attend the June 4, 2019 City Council meeting to answer any questions.

Votes Required to Pass:

Simple majority vote.

PLN-2019-00076 Crystal Lake Service League Housewalk – Closure of Portion of North Shore Drive





Agenda Item No: 10d

City Council  
Agenda Supplement

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Meeting Date: June 4, 2019

Item: Chicago Title Land Trusts 1004004149 & 1004004152 (Whiskey Business and Shopping Center) and Reinhardt/Kirk Annexation Public Hearing Continuation

Recommendation: Motion to continue the 1) Chicago Title Land Trusts 1004004149 & 1004004152 and 2) Reinhardt/Kirk requests to the August 6, 2019 City Council meeting for the Annexation Public Hearings.

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

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Background:

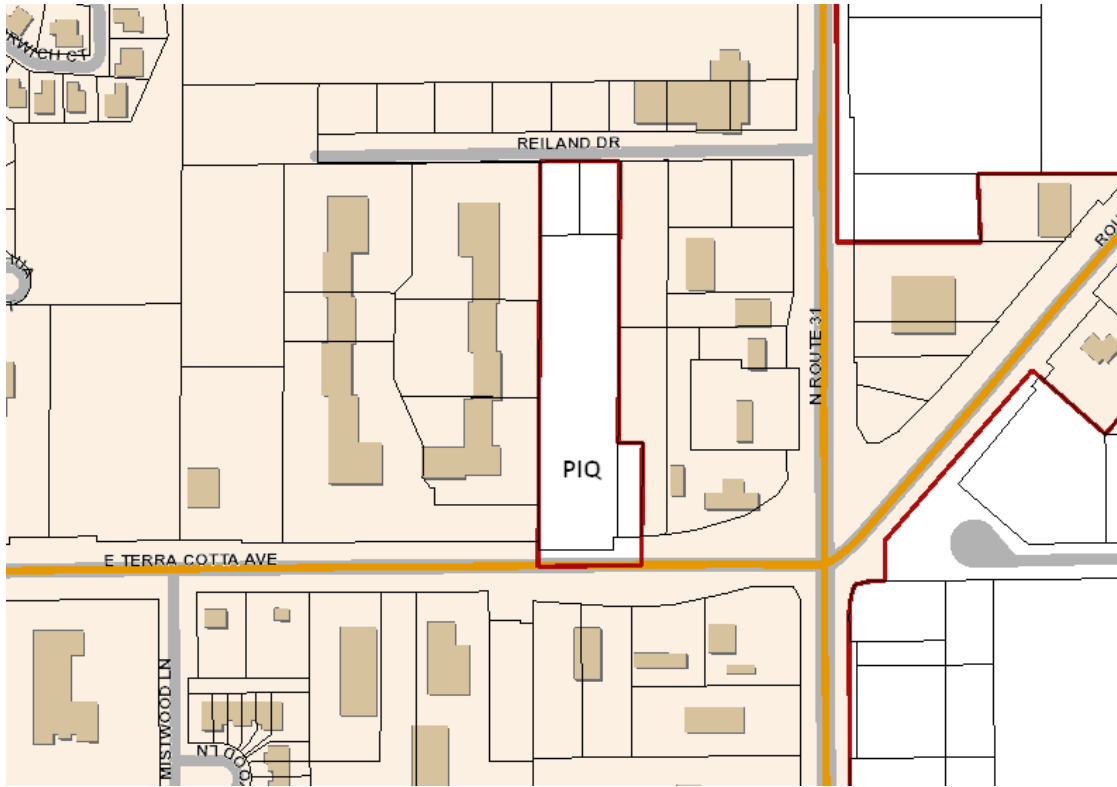
**Chicago Title Land Trusts-** The petitioner is requesting the annexation of three parcels that total approximately 3.04 acres, located at 4616 Route 176, 4709 Route 176 and lot 13 on Reiland Drive. The parcels are improved with Whiskey Business, a commercial retail shopping center, auto repair business and outdoor storage.

**Reinhardt/Kirk-** The property is contiguous with the above property and consists of one parcel that totals approximately 0.28 acres, located at 851 Reiland Drive. The property would be involuntarily annexed after the annexation of the Chicago Title Land Trusts.

City staff respectfully requests that the Whiskey Business and Reinhardt/Kirk petitions be continued to the August 6, 2019 City Council meeting for the Annexation Public Hearing in order to continue to work with the petitioner on the annexation agreement for the Chicago Title Land Trusts. Proposed redevelopment of the Chicago Title Land Trust properties (Whiskey Business) prolonged the annexation agreement discussions. City staff and the petitioner are in the process of finalizing the annexation agreement for the City Council's review at this time. Due to the prolonged discussions, the public notifications for the Annexation Public Hearing will be republished.

Votes Required to Pass: A simple majority.

Chicago Title Land Trusts 1004004149 & 1004004152 (Whiskey Business and Shopping Center) & Reinhardt/Krik Annexation Public Hearings





Agenda Item No: 11

## City Council Agenda Supplement

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Meeting Date: June 4, 2019

Item: Habitat for Humanity of Northern Fox Valley 24-hour Build-A-Thon

Staff Recommendation: Motion to approve the Special Event for the Habitat for Humanity of Northern Fox Valley 24-hour Build-A-Thon to be held on Friday, November 1 through Saturday, November 2, 2019 with a waiver from City Code Section 358-6J restricting construction hours, pursuant to the recommended conditions, and a waiver of the \$50 application fee.

Staff Contact: Michelle Rentzsch, Director of Community Development

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Background:

Habitat for Humanity of Northern Fox Valley is requesting to hold a 24-hour Build-A-Thon fundraiser at their homes under construction at 455 and 459 McHenry Avenue on Friday, November 1, 2019 at 6:00 a.m. until Saturday, November 2, 2019 at 6:00 a.m.

The City Code Section 358-6J restricts construction hours to between 7:00 a.m. and 7:00 p.m. Monday through Friday, and 8:00 a.m. to 6:00 p.m. on Saturday.

City staff has reviewed the petitioner's request and does not have any concerns regarding the 24-hour Build-A-Thon, providing the following conditions are met:

- 1) Emergency vehicle access must be maintained throughout the event for adjacent roadways.
- 2) Parking along streets in the area (McHenry Avenue, Lake Street, Linn Street, and Everett Avenue) must be restricted to one side of the street only (side of street not with fire hydrant preferably) and "NO PARKING" signs posted on the restricted side (side of street with fire hydrants).
- 3) Fire hydrants located on or near the property of the event must remain unobstructed and "NO PARKING" signs posted.
- 4) All debris created by the event must be cleaned up during and after the event.

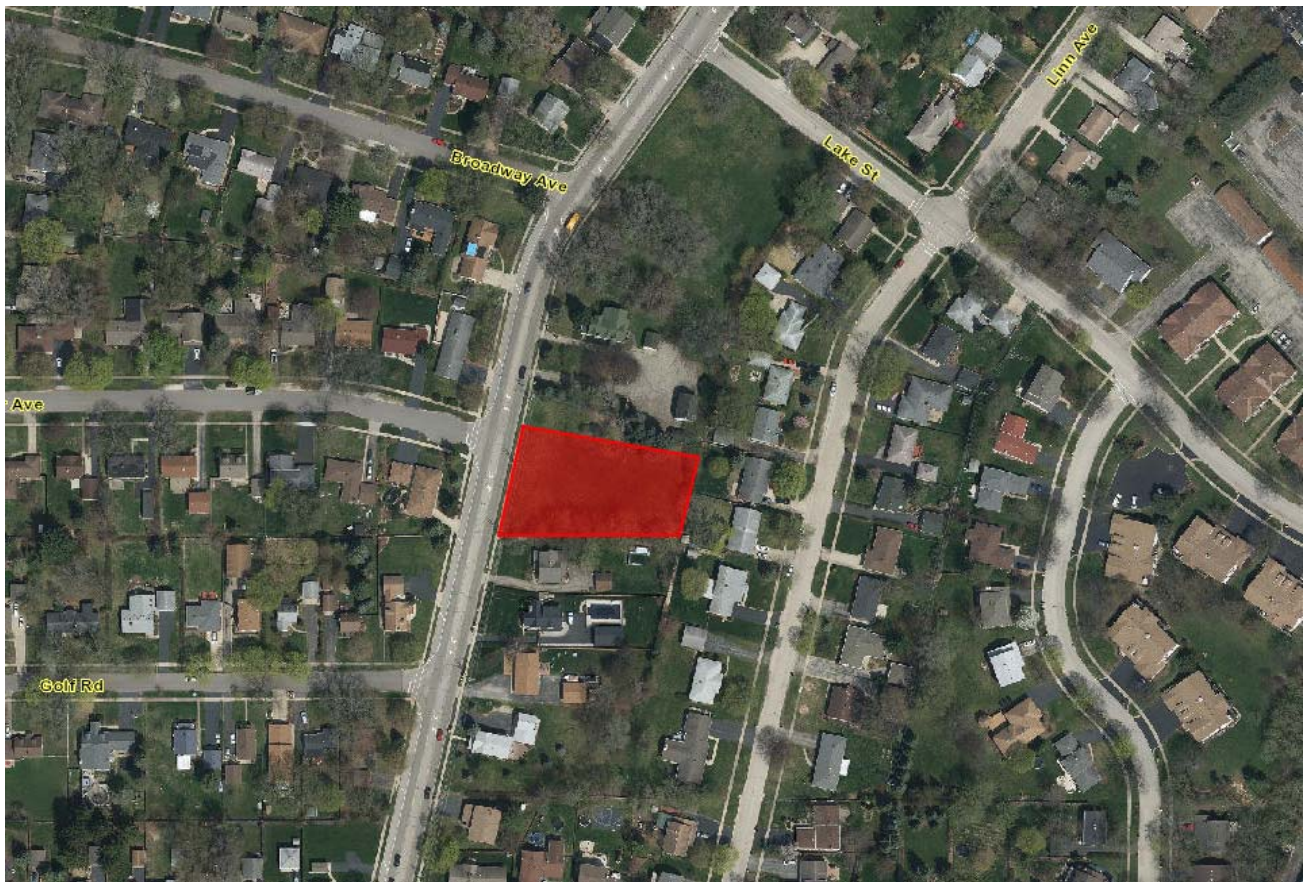
The applicant has been made aware of these recommended conditions and advised to attend the June 4, 2019 City Council meeting to answer any questions.

Votes Required to Pass:

Simple majority vote.



PLN-2019-00089 HABITAT FOR HUMANITY – SPECIAL EVENT





Agenda Item No: 12

City Council  
Agenda Supplement

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Meeting Date: June 4, 2019

Item: REPORT OF THE PLANNING & ZONING COMMISSION  
Ace Hardware

Requests: Final Planned Unit Development Amendment to increase the outdoor storage area.

Petitioner: Adam Ziegler, petitioner  
435 S. Main Street

PZC Recommendations: Motion to approve the PZC recommendation and adopt an ordinance granting the Final PUD Amendment to increase the outdoor storage area at 435 S. Main Street, subject to the recommended conditions.

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

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Background:

- The previous PUD approvals allow Ace to have outside storage to the north of the building in the driveway and on either side of the front entrance to the store.
- During Ace's busy seasons their shipments for high-demand products exceeds their ability to store them inside or in the previously designated areas. This has led to overflow in the parking lot with pallets of mulch, dirt, stone, etc.
- The petitioner has proposed to create a screened area in the parking spaces on the north side of the parking lot to organize this overflow. The screening would consist of an 8-foot, L-shaped, wooden fence.

PZC Highlights:

- The members of the PZC recognized the need for more storage during busy seasonal times and found that the request met the Findings of Fact.



PZC Vote:

The PZC recommended **approval (7-0)** the petitioner's request for a Final Planned Unit Development Amendment with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (Ziegler's Ace, received 04/19/19)
  - B. Site Plan (Ziegler's Ace, undated, received 04/19/19)
  - C. Fence detail (Ziegler's Ace, undated, received 04/19/19)
2. The overall planned unit development approval and all subsequent amendments are still in effect unless modified by this ordinance.
3. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.

Votes Required to Pass:            A simple majority vote.

PLN-2019-00069 ZIEGLER'S ACE HARDWARE – 435 S MAIN ST



**DRAFT**

Ord. No. ....  
File No. ....



**The City of Crystal Lake Illinois**

**AN ORDINANCE GRANTING AN AMENDMENT  
TO THE FINAL PUD FOR 435 N MAIN STREET**

WHEREAS, pursuant to the terms of the Petition (File #PLN-2019-69) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development for Final Planned Unit Development Amendment for the expansion of the outside storage and sales area; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on April 26, 2019 in the Northwest Herald, held a public hearing at 7:30 p.m., on May 15, 2019 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 May 15, 2019, 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-2019-69, dated as of May 16, 2019; 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 Planned Unit Development Amendment be granted for the expansion of the outside storage and sales area for the property located at 435 S. Main Street (19-04-351-001), 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:
  - A. Application (Ziegler's Ace, received 04/19/19)
  - B. Site Plan (Ziegler's Ace, undated, received 04/19/19)
  - C. Fence detail (Ziegler's Ace, undated, received 04/19/19)
2. The overall planned unit development approval and all subsequent amendments are still in effect unless modified by this ordinance.
3. Shift the outside storage area over to the west into the striped area, which would leave 4 available parking spaces on the east end of the parking row.
4. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works 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 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.

DATED at Crystal Lake, Illinois, this 4th day of June, 2019.

City of Crystal Lake, an  
Illinois municipal corporation

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Aaron T. Shepley, Mayor

SEAL

ATTEST:

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Nick Kachiroubas, City Clerk

Passed: June 4, 2019

Approved: June 4, 2019



## Agenda Item No: 13

### City Council Agenda Supplement

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**Meeting Date:**

June 4, 2019

**Item:**

Consideration of an Adopt-A-Highway Program

**Staff Recommendation:**

1. Motion to adopt an ordinance approving an Adopt-A-Highway Program for City of Crystal Lake roads; and,
2. Motion to adopt a resolution approving and authorizing the City Manager to execute an agreement with Hannah Beardsley Middle School to adopt a one-half mile stretch of Crystal Lake Avenue from Oak Hollow Road to Erick Street for a two-year period, per the requirements set forth in the City of Crystal Lake Adopt-A-Highway Program.

**Staff Contact:**

Eric T. Helm, Deputy City Manager  
Nick Hammonds, Management Analyst

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**Background:**

Jen Rutishauser, a teacher at Hannah Beardsley Middle School, contacted City staff to inquire about 'adopting' a stretch of Crystal Lake Avenue on behalf of the National Junior Honor's Society to perform litter cleanup along the roadway. In response to this request, City staff has researched the feasibility of allowing groups to 'Adopt-a-Highway' for the purpose of litter collection. The letter requesting to adopt the roadway submitted by Ms. Rutishauser is attached.

Some municipalities operate Adopt-A-Highway programs to promote environmentally friendly practices and encourage community involvement in cleaning litter from roadways. Illinois State Statutes allow municipalities to create an adopt-a-highway program. The Illinois Adopt-A-Highway Act is attached for the City Council's reference. Staff has prepared a proposed Adopt-A-Highway program to allow residents and community groups based in Crystal Lake to adopt one-half to one-mile lengths of specified roadways within the City. Community groups such as Girl and Boy Scouts of America, religious groups, schools and sports teams are able to provide community service through Adopt-A-Highway programs.

The program provides a clean environment, gives civic pride to the community, and serves as a reminder not to litter. A sign will be placed on the stretch of the adopted roadway to signify the name of the resident or organization that has adopted the road. This will provide recognition of adopting groups' efforts to help provide a clean environment in our community. Enrollment in the program is voluntary and does not require any fees for participants.

Numerous counties and municipalities have these types of programs. McHenry County, the City of Woodstock, and the Village of Huntley currently have Adopt-A-Highway programs. The City's Special Legal Counsel recommends establishing the program via ordinance, and approving prospective adoption groups by resolution will allow the Council to approve adoption groups on a case-by-case basis.

**Internal Processes:**

The City's Public Works Department will coordinate the program. The program involves communication between residents and the Public Works Department to coordinate clean-up days. Public Works will be notified in advance of the anticipated cleaning date, and residents are required to notify Public Works upon completion of the clean-up. Public Works will be responsible for providing safety vests, creating signs to show when the road is being cleaned to make drivers aware of the cleaners, and the necessary bags to be used for collection of refuse and recyclables. Participants will then leave the bags with collected refuse and recyclables in a designated area along the adopted road to be picked up by Public Works.

Staff has prepared a safety presentation per Illinois Adopt-A-Highway Act requirements and must be viewed by enrollees in the program. A page on the City's website has been created to provide information and allow prospective adoption groups to view the safety presentation and available roads. The presentation provides general requirements and safety precautions to be taken when residents are cleaning. Contact information is provided in the presentation as well as in the application forms. City staff may provide additional safety training to adoption groups before cleaning.

**Recommendation:**

City staff recommends a motion to adopt an ordinance approving an Adopt-A-Highway Program for City of Crystal Lake roadways, and a motion to adopt a resolution approving Hannah Beardsley Middle School to adopt a one-mile stretch of Crystal Lake Avenue from Oak Hollow Road to Erick Street for a two-year period. The City's Public Works Department, Police Department, and Fire Rescue Department have reviewed the proposed rules and guidelines and are supportive of the program. The City's insurance provider, IRMA, has reviewed the required materials and approves of the proposed program. The attached program includes the application and requirements for residents to join. A list of eligible roads to be adopted as part of the program is also included in the attachments as well.

**Votes Required to Pass:**

Simple Majority



CITY OF CRYSTAL LAKE

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

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

AN ORDINANCE ADOPTING CHAPTER 145 OF THE CRYSTAL LAKE ILLINOIS  
MUNICIPAL CODE RELATING TO AN ADOPT-A-HIGHWAY PROGRAM

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Adopted by the  
Mayor and City Council  
of the  
City of Crystal Lake  
McHenry County, Illinois  
this 4<sup>th</sup> day of June, 2019

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Published in pamphlet form by direction  
and authority of the City of Crystal Lake  
McHenry County, Illinois  
this 4<sup>th</sup> day of June, 2019



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADOPTING CHAPTER 145 OF THE CITY OF CRYSTAL LAKE ILLINOIS MUNICIPAL CODE RELATING TO AN ADOPT-A-HIGHWAY PROGRAM**

**WHEREAS**, the City of Crystal Lake is empowered pursuant to 605 ILCS 120/1 et. seq., the “Illinois Adopt-A-Highway Act” (“hereinafter referred to as the “ACT”) to establish the terms, requirements and procedures that groups must follow in applying for participation, and participating in, an Adopt-A-Highway Program allowing groups to adopt sections of roadway for the purpose of litter collection; and

**WHEREAS**, in order to augment the City of Crystal Lake’s litter collection efforts, this Adopt-A-Highway Ordinance will allow volunteer groups to adopt various sections of roadways for the purpose of litter collection; and

**WHEREAS**, the City of Crystal Lake believes it is in the best interests of the citizens of Crystal Lake to directly administer the Adopt-A-Highway Program with groups wishing to adopt sections of the City’s roadways; and

**WHEREAS**, the Adopt-A-Highway Ordinance requires said volunteer groups to enter into an agreement with the City defining the responsibilities of the volunteer group and the City; and

**WHEREAS**, said ACT sets forth the minimum responsibilities and procedures of groups and units of local government;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Crystal Lake, McHenry City, Illinois, as follows:

**SECTION 1:** The foregoing recitals are true and correct and are incorporated into the text of this ordinance as its findings to the same extent as if each such recital had been set forth herein in its entirety.

**SECTION 2:** The Municipal Code of the City of Crystal Lake is hereby amended to add Chapter 145 to be entitled “ADOPT-A-HIGHWAY PROGRAM” which shall hereinafter provide as follows:

**CHAPTER 145. ADOPT-A-HIGHWAY PROGRAM**

**Sec. 145-1. – Title and Purpose.**

(A) *Title.* This subchapter shall be known as and may be referred to as the “City of Crystal Lake Adopt-A-Highway Ordinance” or “this chapter”, and the program it establishes may be referred to as the “City of Crystal Lake Adopt-A-Highway Program”.

(B) *Purpose.* The City of Crystal Lake Adopt-A-Highway Ordinance establishes a program that allows private citizens or organizations, with an address in the City of Crystal Lake, to



support the City of Crystal Lake's anti-litter efforts by allowing groups to adopt a section of City roadway for the purpose of litter collection. The following sections set forth the uniform guidelines and requirements for the administration of the City of Crystal Lake Adopt-A-Highway Program.

**Sec. 145-2. – Established.**

(A) There is hereby established an Adopt-A-Highway Program of and for the City, pursuant to the Illinois Adopt-A-Highway Act, 605 ILCS 120/1 et seq., and said Act is hereby adopted by reference and incorporated into this article as if fully set forth herein.

(B) The Director of Public Works, or designee, shall administer the Adopt-A-Highway Program, and shall serve as its director, as that term is defined in the Illinois Adopt-A-Highway Act. The Director of Public Works, or designee, shall establish the program terms and conditions.

**Sec. 145-3. – Operation of Program.**

(A) The Adopt-A-Highway Program of the city shall operate in accordance with the procedures and requirements of the Adopt-A-Highway Act, as the same may be amended from time to time, and the procedures and requirements of this section.

(B) Each group desiring to adopt one (1) or more sections of street right-of-way under the Adopt-A-Highway Program shall submit an application for same on forms supplied by the Director of Public Works, or designee. The Director of Public Works, or designee shall review such applications and shall forward his recommendations to the City Council.

(C) Upon receipt of the recommendations of the Director of Public Works, or designee, the City Council shall consider the same and either approve or deny the application. In the event that an application is approved by the City Council, the City Council shall also authorize the execution of an agreement providing for the group's participation in the Adopt-A-Highway Program. Said form of agreement shall be in such form as may be approved by the Director of Public Works, or designee, and include all of the provisions required by the Adopt-A-Highway Act, and such other provisions, not inconsistent therewith, as the City Council may require. The adoption of a section of a roadway approved by the City Council shall expire two-years following its approval, unless extended by the applicant, with the approval of the Director of Public Works, or designee.

(D) The following procedures and requirements, in addition to the procedures and requirements set forth in the Adopt-A-Highway Act, shall apply to the Adopt-A-Highway Program of the City:

(1) No person shall participate in any litter collection activities pursuant to the Adopt-A-Highway Program unless and until the group has obtained and submitted to the city a release with respect to such person's participation, executed by such person or, if such person is under eighteen (18) years of age, the parent or guardian of such person, such release to be in a form acceptable to the corporation counsel.

(2) Each group shall schedule all litter collection activities with the Director of Public Works, or designee, not less than seven (7) days prior to such activities and shall at that time submit any participant releases not previously submitted and/or new releases for any participants

who have attained the age of eighteen (18) years and for whom releases executed by a parent or guardian were previously submitted to the city.

(3) No group shall schedule any litter collection activities prior to the month of April, nor after the month of November, in any year.

(4) No group shall undertake any litter collection activities before dawn or after dusk on any day or during any period of inclement weather.

(5) No group shall undertake any litter collection activities without first having posted temporary warning signs to inform motorists that work is being conducted along the adopted section(s) of street right-of-way, which signs, must be supplied by the city.

(6) Safety vests, gloves, and litter pick up equipment must be supplied by the adopting organization. The City will supply garbage bags and will remove the garbage collected in bags from the public right-of-way of the road section cleaned.

(7) Other requirements as deemed necessary by the Director of Public Works, or designee.

**SECTION 3:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed insofar as they conflict herewith. Each section and provision of this ordinance are hereby declared to be independent divisions and subdivisions and, notwithstanding any other evidence of legislative intent, it is hereby declared to be the controlling legislative intent that if any provisions of said chapter, or the application thereof to any person or circumstance is held to be invalid, the remaining sections or provisions and the application of such sections and provisions to any person or circumstances other than those to which it is held invalid, shall not be affected thereby, and it is hereby declared that such sections and provisions would have been passed independently of such section or provision so known to be invalid.

**SECTION 4:** All ordinance or parts of ordinance in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5:** This ordinance shall be enforced from and after June 5, 2019.

PASSED THIS 4<sup>th</sup> DAY OF JUNE, 2019.

AYES:

NAYS:

ABSENT:

APPROVED this 4<sup>th</sup> day of June, 2019.

City of Crystal Lake, an  
Illinois municipal corporation

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Aaron T. Shepley, Mayor

SEAL

ATTEST:

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Nick Kachiroubas, City Clerk

Passed: June 4, 2019  
Approved: June 4, 2019



**RESOLUTION**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE** that per 605 ILCS 120/1 et. seq., the “Illinois Adopt-A-Highway Act,” the City of Crystal Lake approves Hannah Beardsley Middle School for adoption of a one-half mile stretch of Crystal Lake Avenue from Oak Hollow Road to Erick Street for a two-year period, per the requirements set forth in the City of Crystal Lake Adopt-A-Highway Program.

DATED this 4<sup>th</sup> day of June, 2019.

CITY OF CRYSTAL LAKE, an  
Illinois Municipal Corporation,

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

SEAL

ATTEST

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

PASSED: June 4, 2019  
APPROVED: June 4, 2019



**Agenda Item No: 14**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 4, 2019

**Item:** Police Directed Towing Services

**Staff Recommendation:** Motion to award contracts for police directed towing services to the lowest responsive, responsible bidders: Herrick Auto Rebuilders, Inc.; Ormsby Motors, Inc.; and Whitey's Towing, Inc., and adopt a resolution authorizing the City Manager to execute two-year agreements for police directed towing services with Herrick Auto Rebuilders, Inc.; Ormsby Motors, Inc.; and Whitey's Towing Inc. in the bid amount.

**Staff Contact:** James Black, Chief of Police

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**Background:**

In 2015, the City initiated a competitive bidding process for Police Directed Towing Services. During our second contract year in 2017, three responsive and responsible bidders were awarded the bid and were contracted to perform police directed towing services for two years. The contracts with the three towing agencies are set to expire on July 31, 2019. The City reinitiated the bidding process and on April 2, 2019, a set of bidding documents, including comprehensive specifications and a model towing services contract developed by staff, was issued to potential bidders on the City's BidSync program. Additionally, the City advertised the available bid in the Northwest Herald. Twelve parties viewed the bid; however, only three offered a proposal.

On Monday, April 29, 2019, the City publicly opened and read aloud three bids received for police directed towing services. The three bidders were Herrick Auto Rebuilders, Inc., Ormsby Motors, Inc., and Whitey's Towing, Inc. These towing firms represent those whom are currently under contract.

The bid process resulted in the three bidders submitting different rates for different services, as described below. Staff thus decided that the most equitable method for evaluating the bids was to determine the lowest bid for each service and to award contracts to all of the three bidders that would be agreeable to providing each service at the lower bid amount. Staff identified the lowest

bids and then met with each bidder to review the results and discuss any issues discovered during the bid process. The following chart sets out the key bid result details:

Service	Ormsby	Whiteys	Herrick	Lowest Bid	2017 Price
BHs Tow TC, Arrest, Impound >12,000lbs	\$175.00	\$175.00	\$175.00	\$175.00	\$170.00
AHs Tow TC, Arrest, Impound >12,000lbs	\$175.00	\$200.00	\$175.00	\$175.00	\$170.00
BHs Tow Disabled >12,000lbs	\$75.00	\$85.00	\$75.00	\$75.00	\$75.00
AHs Tow Disabled >12,000lbs	\$90.00	\$100.00	\$90.00	\$90.00	\$90.00
BHs Tow TC, Arrest, Impound <12,000lbs	\$200.00	\$225.00	\$180.00	\$180.00	\$180.00
Ahs Tow TC, Arrest, Impound <12,000lbs	\$200.00	\$250.00	\$200.00	\$200.00	\$200.00
BHs Tow Disabled <12,000lbs	\$175.00	\$150.00	\$150.00	\$150.00	\$150.00
AHs Tow Disabled <12,000lbs	\$190.00	\$175.00	\$170.00	\$170.00	\$170.00
BHs Service Call no tow	\$75.00	\$70.00	\$55.00	\$55.00	\$55.00
AHs Service Call no tow	\$90.00	\$90.00	\$75.00	\$75.00	\$75.00
BHs Recovery Fee >26,000lbs	\$160.00	\$150.00	\$125.00	\$125.00	\$125.00
AHs Recovery Fee >26,000lbs	\$200.00	\$175.00	\$150.00	\$150.00	\$150.00
BHs Under-Reach per hour	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00
AHs Under-Reach per hour	\$350.00	\$375.00	\$375.00	\$350.00	\$350.00
Cage Brakes/Drive Shaft Additional Charges	\$80.00	-	-	-	-
Special Handling Fees per hour	\$95.00	\$100.00	\$95.00	\$95.00	\$95.00
Debris Clean-Up per Vehicle	\$45.00	\$40.00	\$40.00	\$40.00	\$40.00
Police Vehicle Tows	\$50.00	\$50.00	\$45.00	\$45.00	\$45.00
Standby Time per hour	\$60.00	\$75.00	\$60.00	\$60.00	\$60.00
Outside City Retrieval per hour	\$75.00	\$75.00	\$60.00	\$60.00	\$60.00
Outside City Retrieval per mile	\$4.00	\$4.00	\$3.50	\$3.50	\$3.50
Oil Clean-Up	\$25.00	\$30.00	\$25.00	\$25.00	\$15.00
Outside Storage >12,000lbs	\$55.00	\$50.00	\$45.00	\$45.00	\$45.00
Inside Storage >12,000lbs	\$60.00	\$60.00	\$55.00	\$55.00	\$55.00
Outside Storage <12,000lbs	\$55.00	\$60.00	\$60.00	\$55.00	\$60.00
Inside Storage <12,000lbs	\$60.00	\$75.00	\$70.00	\$60.00	\$70.00

The pricing for the vast majority of specific towing services will remain at the 2017 level. The accumulative pricing for all services actually decreased during the latest bidding process.

The City's towing regulations and the bid specifications allow the selection of up to four tow companies for police directed towing services. The three bidders have agreed to provide each service at the lowest bid for that service. Further, each towing company has met the City's ordinance requirements. All three towing companies have previously performed work for the City.

Legal staff has reviewed the towing contract.

**Recommendation:**

The City Manager's Office and the Police Department have reviewed all bids received for completeness and accuracy in accordance with bid requirements. Staff thus recommends that all three bidders be awarded a contract for police directed towing services.

**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 and he is hereby authorized and directed to execute towing services contracts between the City of Crystal Lake and Anchor Towing, Inc.; Herrick Auto Rebuilders, Inc.; Ormsby Motors, Inc.; and Whitey's Towing, Inc. for Police Department directed towing, for two years beginning on August 1, 2019.

DATED this 4<sup>th</sup> day of June 2019.

CITY OF CRYSTAL LAKE, an Illinois  
Municipal Corporation

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

SEAL

ATTEST:

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

PASSED:  
APPROVED:





Agenda Item No: 15

## City Council Agenda Supplement

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Meeting Date:

June 4, 2019

Item:

Public Safety Radio System Migration to STARCOM21

Staff Recommendation:

1. Motion to Adopt a Resolution:

- A. Approving the City's participation in the State of Illinois STARCOM21 public safety radio network through the State of Illinois' designated vendor, Motorola Solutions, as part of the Illinois Joint Purchasing Program, and authorizing the City Manager to execute the STARCOM21 radio network agreements; and
- B. Approving and authorizing the City Manager to execute agreements for the purchase of mobile and portable radios and radio equipment, and tornado siren radio solution with Motorola Solutions, Inc. in the amount of \$1,129,686 with a 5% contingency for unforeseen circumstances; and
- C. Approving and authorizing the monthly STARCOM21 subscription requirements for the duration of the City's participation in STARCOM21; and
- D. Authorizing the City Manager to take any actions necessary to facilitate the migration of the public safety radio system to the StarCom21 radio network.

2. Motion to adopt an Ordinance:

- A. Amending the 2019/2020 Annual City Budget in the amount of \$160,645.30.

Staff Contact:

James Black, Chief of Police  
Paul DeRaedt, Fire Rescue Chief  
George Koczwar, Director of Finance

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Background:

In the late 1990s, the Association of Public Safety Communications Officials (APCO) developed a digital trunked radio standard that would provide a "common air interface" for vendors to use. Thus, any vendor's radios would work on any vendor's system. Prior to this, each vendor's trunked radio system used proprietary signaling which stifled interoperability between vendor systems. This new standard, known as APCO Project 25, or simply P25, has become the de facto standard for public safety

communications in the United States. Its use is strongly encouraged by the Federal Government, as a result of the communication issues experienced during the events of September 11, 2001.

The City's public safety radio system, which provides radio communications for the Police and Fire Rescue Departments, is not P25 compliant. Currently, the City is responsible for maintaining, upgrading, and operating all of the equipment associated with the radio system. The current radio system includes a conventional analog communications infrastructure that is aging and obsolete. This includes paying for increasingly expensive leased lines between radio communications sites where costs can increase 20% or more per year. Replacement and maintenance costs for the existing radio sites are additional annual expenses. Instead of maintaining the current analog communications infrastructure, staff recommends migrating to the State of Illinois STARCOM21 radio network.

The proposed STARCOM21 radio network is the official statewide public safety radio network of Illinois. STARCOM21 is a Project 25 (P25) compliant 700/800 MHz IP-based communication system with over 270 radio tower sites throughout the State of Illinois, including within the City of Crystal Lake. STARCOM21 currently serves more than 45,000 subscribers from various State, local and federal government and non-governmental entities. Motorola Solutions, Inc. of Schaumburg, IL built and manages this system throughout the State under the governance of a board of system users. Motorola has been awarded a contract through the State of Illinois to offer these products and services.

The STARCOM21 system will allow access to the various Illinois mutual aid resources that already exist on the network. STARCOM21 utilizes infrastructure already built by Motorola for the Illinois State Police, other state agencies, and several other local and county users. Additionally, the call quality will substantially increase by migrating to STARCOM21.

STARCOM21 also figures prominently in the Statewide Communications Interoperability Plan (SCIP), which establishes a single statewide platform for all public safety agencies to share emergency information. Managed by the Illinois Emergency Management Agency (IEMA), SCIP was developed by a consortium of federal, state, and local public safety practitioners working through the Illinois Terrorism Task Force's (ITTF's) Communications Committee and the Statewide Interoperability Executive Committee.

Geographically, the City is surrounded by STARCOM21 coverage and the STARCOM21 frequency, as shown by live testing, is now able to provide much more dependable reception. Public safety staff conducted extensive testing of the STARCOM21 radio system and found that the level of building penetration and geographic coverage was far better than what currently exists. Not only can the City confidently replace its existing system without installing additional infrastructure, but the City will benefit from superior digital audio quality and network maintenance. The agreement with Motorola will include the purchase of 162 portable radios, and 30 mobile radios.

Motorola would be the provider of public safety radio communications services going forward. By transitioning to the STARCOM21 radio network, the City will also:

- Gain interoperability with other Southeast Emergency Communication agencies, the McHenry County Sheriff, and the Illinois State Police, as well as other STARCOM21 police and fire departments.
- Be able to roam out of the City limits without loss of communication when conducting investigations, pursuing offenders, or transporting prisoners.
- Expand the number of channels available to investigators and other talk groups.
- Eventually increase officer safety with GPS capabilities.

- Take advantage of system redundancy by using the coverage of surrounding tower sites in the event of a Crystal Lake-specific network outage.
- Reduce the need for significant capital investments related to site improvement and equipment upgrades.
- Avoid costs of managing, updating, and monitoring our own network; Crystal Lake will receive 24/7 network support, and fixed airtime rates from Motorola.
- Eliminate the escalating costs of copper phone lines that currently connect the dispatch center to our receiver sites.
- Allow for expansion if the opportunity arises.

#### State of Illinois Master Contract:

STARCOM21 is a public/private partnership with Motorola Solutions envisioned and commissioned by the State to enable seamless, interoperable communications among State, local and federal government users. It is a subscriber-based business model not unlike the business model of mobile phone operators. Instead of maintaining the current analog communications infrastructure, the City will pay monthly subscription rates. Subscribers are responsible for purchasing their own mobile or portable radio equipment, training and monthly service fees.

By taking advantage of the economies of scale and the pooling of resources enabled by the partnership between the State of Illinois and Motorola, Inc., potential subscribers do not have to worry about the large upfront cost associated with building out the infrastructure required to have a standalone P25 system. Also, speed to service enables the City to become a part of the network in a matter of months not years as with many system build-outs.

The STARCOM21 Master Contract (CMS3618850) allows for a 25% discount off the Motorola catalog list price for STARCOM21 related products for STARCOM21 subscribers. However, the City has negotiated better terms than those found in the Master Contract. Below is a summary of the City's terms:

- 37% discount on hardware (mobile and portable radios)
- Free airtime for 2 years and 3 months, thereafter the monthly subscriber rates is graduated based on radio use and can be reduced further as more STARCOM21 subscribers sign up to the network. The city is also currently exploring the option of bulk airtime rate reductions with other municipalities utilizing STARCOM21.

The total cost for the hardware and related services is \$1,018,035. Once the City's STARCOM21 radios are active, the City will receive free airtime for 2 years and 3 months and will then pay \$34 per month for each active radio, \$18 a month for each infrequently used radio and there is no monthly fee for inactive or "spare" radios.

#### Tornado Siren Radios:

In an effort to plan for tornado events, the City has sixteen outdoor warning sirens placed strategically throughout the City to warn the public. Communication between the tornado sirens and the City's dispatch facility is done through an outdated, analog system. As part of the migration to STARCOM21, the radio communications to the outdoor warning sirens will also be upgraded by fitting them with STARCOM21 radios. At the time the City's budget was developed, it was not anticipated that the tornado sirens would be part of the STARCOM21 network. Recent false tornado siren activations in the surrounding area have advanced the migration of the tornado siren radio system. In order to proceed with the STARCOM21 tornado siren radios, the 2019-2020 budget will need to be amended. The

total cost for the hardware and related services is \$111,651. Once the tornado sirens are connected to STARCOM21, the City will pay a \$10 per month fee for each of the 16 tornado siren locations.

Public Works Frequency:

In addition to the separate Police and Fire Rescue frequencies that exist, the City also maintains a Public Works analog radio channel. The City will continue to maintain the Public Works channel as the primary radio communication tool for the Public Works Department and the Three Oaks Recreation Area as well as a dedicated backup to the STARCOM21 system.

Votes Required to Pass:

Resolution - Simple majority

Ordinance – Two-thirds of Corporate Authorities holding office (5)

**DRAFT**



**RESOLUTION NO. 19R-**

**PUBLIC SAFETY RADIO SYSTEM MIGRATION TO STARCOM21**

**WHEREAS**, the City of Crystal Lake is responsible for maintaining, upgrading, and operating communications equipment, including a conventional analog communications infrastructure; and

**WHEREAS**, the current equipment is obsolete and is not compliant with the Association of Public Safety Communications Officials (APCO) Project 25 (P25) standard; and

**WHEREAS**, City staff recommends migrating to a P25 compliant public safety radio communication network; and

**WHEREAS**, STARCOM21 is the official statewide public safety radio network of Illinois; and

**WHEREAS**, STARCOM21 is a Project 25 compliant 700/800 MHz IP-based communication system with over 270 radio tower sites throughout the State of Illinois, including within the City of Crystal Lake; and

**WHEREAS**, Motorola Solutions, Inc. of Schaumburg, IL built and manages the STARCOM21 system throughout the State under the governance of a board of system users and has been awarded a contract through the State of Illinois to offer these products and services; and

**WHEREAS**, City staff believes it is in the City's best interest to sign a Communications System Agreement, Equipment Purchase Agreement, Software User Agreement, STARCOM21 User Agreement, WAVE Access Application, and STARCOM21 System Key Access Application and Non-Disclosure Agreement (collectively, the "STARCOM21 Agreements") with Motorola Solutions, Inc. to become part of STARCOM21 and to purchase 162 portable radios, and 36 mobile radios, all of which will be delivered, configured, installed, maintained, repaired, and replaced by the Vendor pursuant to the Agreements; and

**WHEREAS**, City staff believes it is in the City's best interest to utilize the STARCOM21 radio system to control the City's tornado sirens; and

**WHEREAS**, this agreement allows the City to purchase equipment and related services for \$1,129,686; and

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

SECTION ONE: The foregoing recitals are incorporated herein and by this reference

made a part hereof as findings of the Mayor and City Council of the City of Crystal Lake as if fully set forth.

SECTION TWO: It is hereby approved that the City shall participate in the State of Illinois STARCOM21 public safety radio network through the State of Illinois' designated vendor, Motorola Solutions, as part of the Illinois Joint Purchasing Program.

SECTION THREE: The City Manager is authorized to execute the STARCOM21 Agreements and to facilitate the purchase of mobile and portable radios and radio equipment, and tornado siren radio solution with Motorola Solutions, Inc. in the amount of \$1,129,686 with a 5% contingency for unforeseen circumstances.

SECTION FOUR: The monthly STARCOM21 subscription requirements are approved and authorized for the duration of the City's participation in STARCOM21; and

SECTION FIVE: The City Manager is hereby authorized to take any actions necessary to facilitate the migration of the public safety radio system to the STARCOM21 radio network.

**DATED** at Crystal Lake, Illinois, this 4<sup>th</sup> day of June, 2019.

**APPROVED:**

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Aaron T. Shepley, Mayor

**ATTEST:**

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Nick Kachiroubas, City Clerk

PASSED: June 4, 2019  
APPROVED: June 4, 2019

**DRAFT**

Ord. No.:  
File No.:



The City of Crystal Lake

**AN ORDINANCE REGARDING PUBLIC SAFETY RADIO SYSTEM MIGRATION TO STARCOM21**

**WHEREAS**, on April 16, 2019, the Annual Budget for Fiscal Year 2019-2020 was adopted and approved by Ordinance 7522-117; and

**WHEREAS**, it has been determined that certain revisions to the Annual Budget for Fiscal Year 2019-2020 are necessary to adjust for additional expenses which were not anticipated at the time that the Annual Budget for Fiscal Year 2019-2020 was adopted, and

**WHEREAS**, 65 ILCS 5/8-2-9.6 permits the corporate authorities of the City of Crystal Lake to make such revisions to the Annual Budget for Fiscal Year 2019-2020 upon a two-thirds vote of the corporate authorities; and

**WHEREAS**, the Mayor and City Council believe it is in the best interest of the City of Crystal Lake to revise the Annual Budget for Fiscal Year 2019-2020 to reflect such budget adjustments, as set forth in this ordinance; and

**WHEREAS**, all of the adjustments to the Annual Budget for Fiscal Year 2019-2020, contemplated by this ordinance contain sufficient funds to effectuate the purpose of the proposed revisions.

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

**SECTION ONE:** The foregoing recitals are incorporated herein and by this reference made a part hereof as findings of the Mayor and City Council of the City of Crystal Lake as if fully set forth.

**SECTION TWO:** The Budget for all corporate purposes of the City of Crystal Lake, County of McHenry, State of Illinois, for the fiscal year commencing on the first day of May 2019 and ending on the thirtieth day of April 2020, as presented to the Mayor and City Council of the City of Crystal Lake on April 16, 2019, is hereby amended and revised and incorporated herein by this reference and made a part hereof and is hereby adopted.

**SECTION THREE:** Pursuant to Section 8-2-9.6 of the Illinois Municipal Code, (65 ILCS 5/8-2-9.4), the original budgeted expenditures shall be and hereby is amended as follows:

	<b>Fiscal Year</b>	<b>Current</b>	<b>Fiscal Year</b>
	<b>2019-2020</b>	<b>Amendment</b>	<b>2019-2020</b>
	<b>Original Budget</b>	<b>Request</b>	<b>Amended Budget</b>
Combined General Fund Revenues	\$31,537,260	\$160,645	\$31,697,905
Combined Fire Rescue Fund Expenditures	\$28,806,493	\$160,645	\$28,967,138

**SECTION FOUR:** This ordinance shall be in full force and effect upon passage and approval and publication in pamphlet form as required by law.

**DATED** at Crystal Lake, Illinois, this 4<sup>th</sup> day of June, 2019.

**APPROVED:**

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Aaron T. Shepley, Mayor

**ATTEST:**

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Nick Kachiroubas, City Clerk

PASSED: June 4, 2019

APPROVED: June 4, 2019





Agenda Item No: 16

## City Council Agenda Supplement

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Meeting Date: June 4, 2019

Item: 2019 Street Resurfacing Program Bid Award

Staff Recommendation: Motion to award the 2019 Street Resurfacing Program bid to the lowest responsive and responsible bidder, Geske and Sons, Inc., in the bid amount of \$1,551,018.43, and adopt a resolution authorizing the City Manager to execute a contract with Geske and Sons, Inc., allowing for a 10 percent contingency.

Staff Contact: Abigail Wilgreen, City Engineer

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Background:

On March 1, 2019, the City opened and publicly read the bids received for the 2019 Street Resurfacing Program. In addition to the streets listed below for resurfacing, the program includes the addition of two on-street parking areas on Pomeroy Avenue within the parkway just north of the driveway of Vogue Cleaners. It also includes the addition of an eastbound right turn lane on Route 14, east of the Route 14 at Virginia Road intersection. The City received three bids and the results are tabulated below.

<i>Firm</i>	<i>Amount of Bid<sup>2</sup></i>
Geske and Sons <sup>1</sup> Crystal Lake, IL	\$1,551,018.43
Curran Contracting Company Crystal Lake, IL	\$1,599,452.51
Arrow Road Construction Mt. Prospect, IL	\$1,626,649.53

<sup>1</sup> Indicates Recommended Lowest Responsive and Responsible Bidder.

<sup>2</sup> Corrected Bid Amount Based on Submitted Unit Prices with Adjusted Quantities

The City has used Geske and Sons on past resurfacing programs and is very satisfied with their performance. Specifications were sent to various contractors and standard bid advertisement procedures were followed. This project is included in the Fiscal Year 2019-2020 budget.

Votes Required to Pass:

Simple majority vote.

## STREET TYPICAL SECTIONS

Street	Limits		Typical Section
	From	To	
Blackthorn Drive	Primrose Lane	Terra Cotta Road	2
Bittersweet Trail	Blackthorn Drive	Blackthorn Drive	2
Silver Berry Drive	Blackthorn Drive	Terra Cotta Road	2
Fenimore Road	Juniper Lane	North End	2
Juniper Lane	Fenimore Road	Forest Drive	2
Forest Drive	Greenview Drive	Oak Valley Drive	2
Greenview Court	Greenview Drive	East End	2
Oak Valley Drive	Forest Drive	Route 31	2
Grandview Drive	Pingree Road	Greenview Drive	2
Greenview Drive	Juniper Lane	Oak Valley Drive	2
Oak Valley Court	Oak Valley Drive	North End	2
Wimbleton Lane	Barlina Road	Camelot Drive	2
Camelot Drive	Golf Course Road	Golf Course Road	2
Camelot Court	Camelot Drive	South End	2
Camelot Place	Camelot Drive	North End	2
Manchester Drive	Ackman Road	Amberwood Drive	2
Manchester Ct	Manchester Drive	Manchester Drive	2
N. Knollwood Circle	Amberwood Drive	Amberwood Drive	2
S. Knollwood Circle	Amberwood Drive	Amberwood Drive	2
Village Road	E. Stone Creek Circle	Golf Course Road	1
Village Road	801 Village Road	821 Village Road	2
Nashville Lane	Village Road	Thomasville Lane	2
Louisville Lane	Nashville Lane	Village Road	2
Thomasville Lane	Miller Road	Louisville Lane	2

**DRAFT**



**The City of Crystal Lake Illinois**

**RESOLUTION**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE** that the City Manager be authorized to execute the contract with Geske and Sons, Inc., for the 2019 Street Resurfacing Program in the amount of \$1,551,018.43. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

**DATED** this 4<sup>th</sup> day of June, 2019.

CITY OF CRYSTAL LAKE, an Illinois  
Municipal Corporation

BY: \_\_\_\_\_  
Mayor

SEAL

ATTEST:

\_\_\_\_\_  
City Clerk

PASSED: June 4, 2019

APPROVED: June 4, 2019



Agenda Item No: 17

## City Council Agenda Supplement

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Meeting Date: June 4, 2019

Item: Intergovernmental Agreement between the McHenry County Conservation District and the City for improvements to be constructed and maintained along the Prairie Trail in conjunction with the construction of the Crystal Lake Avenue and Main Street Intersection Improvement.

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an agreement with the McHenry County Conservation District for improvements to be constructed and maintained along the Prairie Trail in conjunction with the construction of the Crystal Lake Avenue and Main Street Intersection Improvement.

Staff Contact: Abigail Wilgreen, City Engineer

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Background:

The intersection improvement to Crystal Lake Avenue and Main Street consists of widening and resurfacing of the intersection, the installation of a permanent traffic signal, intersection lighting, streetscaping elements, and a barrier median on the west side of the tracks at the eastern end of Crystal Lake Avenue to mirror the median on the east side of the tracks.

As part of this improvement, the existing McHenry County Conservation District (MCCD) Prairie Trail will be relocated away from Main Street to provide a parkway where new trees will be planted. In order to complete this work, a portion of the Prairie Trail within the MCCD property will need to be realigned and reconstructed. This realignment also leaves a portion of the currently paved area as grass-covered green space. Due to this change, MCCD has requested that the City mow and maintain this area. The Public Works Department currently maintains the area to the north and has agreed to maintain this area. Once the property develops, the new owner will be responsible for the parkway maintenance.

The attached intergovernmental agreement grants permission to the City and its contractor to enter upon the MCCD property for the purposes of realigning and reconstructing the trail. It also grants permission for the City to access part of the area for mowing and maintaining the new

green space. The area the City will maintain is approximately 220 square feet. MCCD will still be responsible for maintaining the paved portions of the Prairie Trail at its sole cost.

This agreement has been reviewed by the City's special counsel and attorneys for MCCD. The MCCD Board of Trustees approved this agreement at their meeting on May 16, 2019.

Votes Required to Pass:  
Simple majority vote.



**DRAFT**



**The City of Crystal Lake Illinois**

**RESOLUTION**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE** that the City Manager be authorized to execute the intergovernmental agreement with the McHenry County Conservation District for improvements to be constructed and maintained along the Prairie Trail in conjunction with the construction of the Crystal Lake Avenue and Main Street Intersection Improvement.

**DATED** this 4<sup>th</sup> day of June, 2019

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: \_\_\_\_\_  
MAYOR

SEAL

ATTEST:

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

PASSED: June 4, 2019

APPROVED: June 4, 2019



Agenda Item No: **18**

## City Council Agenda Supplement

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Meeting Date: June 4, 2019

Item: Acquisition of right-of-way for the Crystal Lake Avenue and Main Street Intersection Improvement.

Staff Recommendation: Motion to adopt a resolution approving the negotiated sum, authorizing the City Manager to execute any agreement or documents, and authorizing payment to two property owners for right-of-way needed for the Crystal Lake Avenue and Main Street Intersection Improvement.

Staff Contact: Abigail Wilgreen, City Engineer

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Background:

The intersection improvement to Crystal Lake Avenue and Main Street consists of widening and resurfacing of the intersection, the installation of a permanent traffic signal, intersection lighting, streetscaping elements, and a barrier median on the west side of the tracks at the eastern end of Crystal Lake Avenue to mirror the median on the east side of the tracks. The project also includes the installation of the required right turn lanes into Willow Creek Church as required by their SUP approval.

In order to complete the project, the City needs to acquire right-of-way and easements from two properties using the Federal Process. An appraisal was completed for each property using an IDOT-approved appraisal and negotiator to negotiate the price for the needed right-of-way and easements with each property owner.

<i>Property Address</i>	<i>PIN</i>	<i>Appraisal Amount</i>	<i>Settlement Amount</i>	<i>Area Acquired (Acres)</i>	<i>Easement (Acres)</i>
95 E. Crystal Lake	19-05-228-050	\$112,500.00	\$112,500.00	0.237	0.263
111 S. Main	19-04-101-007	\$33,400.00	\$33,400.00	0.192	0.123

City Council and staff reviewed the appraisal amount in April of 2019 and deemed it acceptable. TIF funds will be utilized to pay for 95 E. Crystal Lake Avenue and Willow Creek Church will be required, per their SUP approval, to fund the cost for 111 S. Main Street.

Votes Required to Pass:  
Simple majority vote.

**DRAFT**



**The City of Crystal Lake Illinois**

**RESOLUTION**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE** that the negotiated sums for right-of-way and easements needed for the Crystal Lake Avenue and Main Street Intersection Improvement for the following properties are hereby acceptable, that the City Manager be authorized to execute any agreements or documents related to acquiring the right-of-way and easements, and that City staff be authorized to remit payment for right-of-way and easements:

- 95 East Crystal Lake Avenue (PIN 19-05-228-050): \$112,500.00
- 111 South Main Street (PIN 19-04-101-007): \$33,400.00

**DATED** this 4<sup>th</sup> day of June, 2019.

CITY OF CRYSTAL LAKE, an Illinois  
Municipal Corporation

BY: \_\_\_\_\_  
MAYOR

SEAL

ATTEST:

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

PASSED: June 4, 2019

APPROVED: June 4, 2019





**Agenda Item No: 19**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 4, 2019

**Item:** Board and Commission Reappointments

**Mayor's Recommendation:** Motion to reappoint John Engebretson and appoint Bonita Drew to the Library Board.

**Contact:** Aaron T. Shepley, Mayor

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**Background:**

On June 30, 2019 terms on the Library Board for John Engebretson, Don Peters and Monica Szalaj will expire. Mr. Engebretson has expressed an interest in reappointment to the Library Board for a three-year term, expiring on June 30, 2022.

Mr. Peters and Ms. Szalaj do not wish to be reappointed. Bonita Drew, a resident of Crystal Lake since 1990, has been recommended to replace Mr. Peters once his term has ended, for a three-year term on the Library Board, expiring on June 30, 2022. Ms. Drew has worked with the Crystal Lake Library Foundation in the past and was involved in the 2017 Clay Jenkins/Thomas Jefferson fundraiser with the Raue Center.

There is currently no replacement for Mrs. Szalaj, and her position on the Library Board would remain vacant.

Library Board appointments and reappointments are nominated by the Mayor and confirmed by City Council.

Should the Council have any questions, please contact Mayor Shepley.

**Votes Required to Pass:** Simple majority



Agenda Item No: 20

## City Council Agenda Supplement

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Meeting Date: June 4, 2019

Item: Public Highway At-Grade Crossing Agreements with the Union Pacific Railroad Company for the Crystal Lake Avenue at Main Street Intersection Improvement

Staff Recommendation:

1. Motion to adopt a resolution authorizing the City Manager to execute three Public Highway At-Grade Crossing Agreements with the Union Pacific Railroad Company and provide payment to the Union Pacific Railroad Company in the lump sum amount of \$16,800, for right-of-way license fees relating to the improvement of the intersection of Crystal Lake Avenue and Main Street.
2. Motion authorizing payment to the Union Pacific Railroad Company in the amount of \$57,325 for the widening of crossing surface at AAR/DOT#178799N and relocating one road gate and light assembly at AAR/DOT#176970T relating to the improvement of the intersection of Crystal Lake Avenue and Main Street
3. Motion authorizing payment to the Illinois Department of Transportation for 10 percent of the project costs for the work at the railroad crossings AAR/DOT #176970T, #178801M, #178799N relating to the improvement of the intersection of Crystal Lake Avenue and Main Street.

Staff Contact: Abigail Wilgreen, City Engineer

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Background:

The intersection improvement to Crystal Lake Avenue and Main Street consists of widening and resurfacing of the intersection, the installation of a permanent traffic signal, intersection lighting, streetscaping elements, and a barrier median on the west side of the tracks at the eastern end of Crystal Lake Avenue to mirror the median on the east side of the tracks. The project also includes the relocation of existing railroad posts/gates to accommodate the widening of the roadways.

To facilitate the roadway improvements, work is required at the three existing railroad crossings within the limits of the intersection improvement. The Union Pacific Railroad Company (Railroad) requires a Public At-Grade Crossing Agreement be executed with the City for each existing railroad crossing. The agreements outline the construction and maintenance responsibilities of the City and Railroad. A right-of-way license fee is required for each crossing agreement for a total of \$16,800.

The necessary work at each location to facilitate the intersection improvements includes:

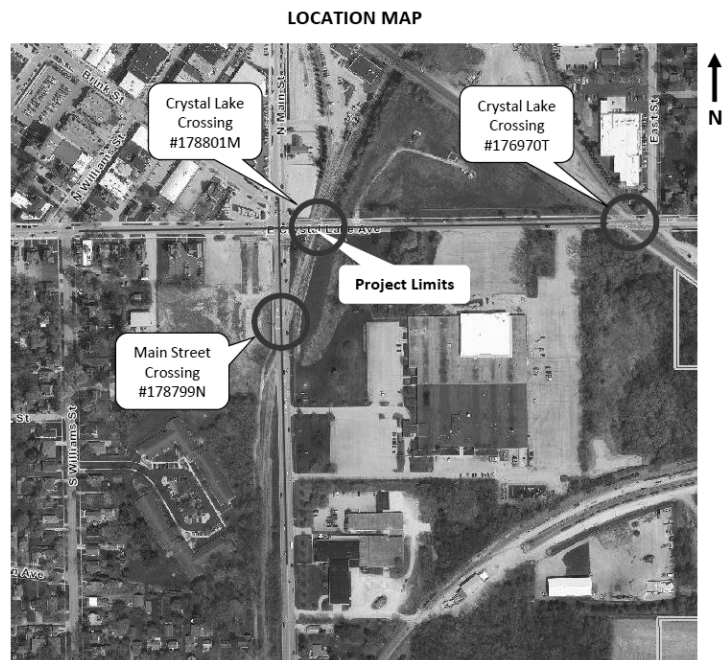
*178799N (Crossing on Main Street)*  
Reconstruction and widening of the crossing including installation of two road gates, moving and upgrading cantilevers, replacing asphalt, relocating new cantilevers and interconnection of railroad signals.

*178801M (Crossing on Crystal Lake Avenue, just east of intersection)*  
Installation of two road gates, one cantilever, interconnection of railroad signals with traffic signal and replacing signal cabinet.

*176970T (Crossing on Crystal Lake Avenue at east end of project limits)*  
Installation of two pedestrian gates and relocating one road gate on the south side of Crystal Lake Avenue.

The cost of the improvements will be completed by the Railroad with 90% of the funding for portions of the work being provided by the Illinois Department of Transportation through the Grade Crossing Protection Fund (GCPF) and as outlined in the State of Illinois, Illinois Commerce Commission Order dated May 30, 2019. Portions of the work are not eligible for funding by the GCPF and will be the responsibility of the City.

Work is completed by the Railroad with the City being responsible for the actual costs of the work after it has been completed. The Railroad completed an estimate of cost for the work, which is summarized below:



<b>IMPROVEMENT</b>	<b>EST. COST</b>	<b>EST. GCPF</b>	<b>EST. CITY</b>	<b>RAILROAD</b>
<i>DOT#178799N</i>				
Relocation and installation of new warning devices	\$214,257	(90%) \$192,831.30	(10%) \$21,427.70	(0%) \$0
Widening of crossing surface	\$52,325	(0%) \$0	(100%) \$52,325	(0%) \$0
<i>DOT#178801M</i>				
Installation of two gates and one cantilever with interconnect	\$378,909	(90%) \$341,018.10	(10%) \$37,890.90	(0%) \$0
<i>DOT#176970T</i>				
Installation of two pedestrian gates	\$164,605	(90%) \$148,144.50	(10%) \$16,460.50	(0%) \$0
Relocating one road gate and light assembly	\$5,000	(0%) \$0	(100%) \$5,000	(0%) \$0
<b>TOTALS</b>	<b>\$815,096.00</b>	<b>\$ 681,993.90</b>	<b>\$ 133,104.10</b>	<b>\$0</b>

The agreement has been reviewed by legal counsel and no concerns were reported to staff.

Votes Required to Pass:

A simple majority.

**DRAFT**



**The City of Crystal Lake Illinois**

**RESOLUTION**

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

The City Manager be authorized to execute three Public Highway At-Grade Crossing Agreements with the Union Pacific Railroad Company and provide payment to the Union Pacific Railroad Company in the lump sum amount of \$16,800, for right-of-way license fees relating to the improvement of the intersection of Crystal Lake Avenue and Main Street; and,

Provide payment to the Union Pacific Railroad Company in the amount of \$57,325 for the widening of crossing surface at AAR/DOT#178799N and relocating one road gate and light assembly at AAR/DOT#176970T relating to the improvement of the intersection of Crystal Lake Avenue and Main Street; and,

Provide payment to the Illinois Department of Transportation for 10 percent of the project costs for the work at the railroad crossings AAR/DOT #176970T, #178801M, #178799N relating to the improvement of the intersection of Crystal Lake Avenue and Main Street.

**DATED** this 4<sup>th</sup> day of June, 2019.

CITY OF CRYSTAL LAKE, an Illinois  
Municipal Corporation

BY: \_\_\_\_\_  
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

\_\_\_\_\_  
NICK KACHIROUBAS, CITY CLERK

PASSED: June 4, 2019

APPROVED: June 4, 2019



Agenda Item No: 21

## City Council Agenda Supplement

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Meeting Date: June 4, 2019

Item: Appropriation of MFT funds for the railroad crossing improvements for the Main Street and Crystal Lake Avenue Intersection Improvements.

Staff Recommendation: Motion to adopt a resolution appropriating \$133,105 in MFT funds for the railroad crossing improvements for the Main Street and Crystal Lake Avenue Intersection Improvements.

Staff Contact: Abigail Wilgreen, City Engineer

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Background:

It is recommended that the City Council appropriate \$133,105 in Motor Fuel Tax (MFT) funds for the railroad crossing improvements for the Main Street and Crystal Lake Avenue Intersection Improvement. This appropriation is for the City's share of the railroad crossing improvements performed by the Union Pacific Railroad Company.

Any funds that are obligated and not spent will be returned to the City's unobligated balance once the project is complete. The City has sufficient reserves in its MFT fund for this expenditure. The improvement is budgeted in the FY 2019/2020 budget using MFT funds.

Votes Required to Pass:

A simple majority vote.



Resolution for Improvement Under the Illinois Highway Code



DRAFT

Resolution Number, Resolution Type (Supplemental), Section Number (12-00118-00-CH)

BE IT RESOLVED, by the Council of the City of Crystal Lake, Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract

For Roadway/Street improvements:

Table with 5 columns: Name of Street(s)/Road(s), Length (miles), Route, From, To. Row 1: Main Street, FAU 124, At Crystal Lake Avenue

For Structures:

Table with 5 columns: Name of Street(s)/Road(s), Existing Structure No., Route, Location, Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of Railroad work at the three crossings that are impacted by the widening and resurfacing of the intersection.

2. That there is hereby appropriated the sum of one-hundred and thirty-three thousand, one hundred and five Dollars ( \$133,105.00 ) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Nick Kachiroubas, Clerk in and for said City of Crystal Lake, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by Council of Crystal Lake at a meeting held on June 04, 2019

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 4th day of June, 2019

(SEAL)

Clerk Signature box

Approved

Regional Engineer Department of Transportation and Date boxes