



CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING
City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
July 2, 2019
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – June 18, 2019 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. **Mission Save a Smile Special Event Request – Waiver of Parking Fees (Volunteers and Vehicle Owners Only) and Reservation of 40 Parking Spaces at Three Oaks Recreation Area, September 22, 2019**
 - b. **Knights of Columbus, Fr. McCormick Council #3880, Class 16 Temporary Liquor License Request, St. Thomas the Apostle Church Parish Block Party, Saturday, August 24, 2019**
10. **Pichardo - Zoning Variation from Article 3-200 to allow a shed to be located at a 16-foot yard abutting a street setback, a variation of 14 feet, 6 Heather Drive**
11. **City Code Amendment – Chapter 427 Use of Right-of-Way and Chapter 428 Rights-of-Way: Construction of Small Wireless Facilities**
12. **Bid Award – 2019 Patching Program – Municipal Partnership Initiative**
13. **Purchase Agreement – Midwestern Higher Education Compact Cooperative Purchasing Program for Desktop and Laptop Computers**
14. **Purchase Agreement – State of Illinois Joint Purchase Contract for Mobile Data Computers for Public Safety Vehicles**
15. **Intergovernmental Agreement with the Illinois Department of Commerce and Economic Opportunity for Grant Funds Awarded to the Crystal Creek Culvert Removal and Replacement Construction Council Inquiries and Requests**

- 16. Council Inquiries and Requests**
- 17. 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**
- 18. Reconvene to Regular Session**
- 19. 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**

<u>Meeting Date:</u>	July 2, 2019
<u>Item:</u>	Mission Save a Smile Waiver of Fees at the Three Oaks Recreation Area
<u>Staff Recommendation:</u>	Council Discretion: 1. Motion to approve the reservation of 40 parking spaces and a waiver of parking fees for vehicle owners and volunteers for the September 22, 2019 Mission Save a Smile Boar Fest event at the Three Oaks Recreation Area. 2. No action.
<u>Staff Contact:</u>	Nick Hammonds, Management Analyst

Background:

Mission Save a Smile is a 501(c)3 nonprofit organization that extends the reach of dentistry to those lacking access to care. Over the past eight years, the organization has held several events at the Three Oaks Recreation Area, such as the Paddle for Smiles event. The fees for Mission Save a Smile's event in 2017 were waived by the Council.

On Sunday, September 22, 2019 from 12:00 p.m. to 5:00 p.m., Mission Save a Smile is requesting to host a Hot Rods and Boar fest on a similar small scale at the park, looking at having up to 40 attendees with classic cars and street rods. This number will likely be on the low end depending on the weather at this time of the year. The event will be through individual invitation only to limit attendance.

Dr. Chris Burseth, president of Mission Save a Smile, would be responsible for organization of a small Thrivent and Kohl's volunteer team to provide necessary event support. Three Oaks Recreation Area staff has no issues with the request, and no additional Police or Fire Rescue staffing is necessary for the event.

City staff has received a request from Mission Save a Smile asking that classic car vehicle owners and volunteer parking fees for this event be waived. Members of the public attending the event would pay regular entrance fees. The following is a breakdown of estimated fees for the event:

40 participant (owner) vehicles x \$5 each:	\$200.00
15 volunteer vehicles x \$5 each:	<u>\$75.00</u>
Total:	\$275.00

In the past, the City has waived fees for this event and other events, including overnight camps held by Boy Scout Troop 15, the Chippewa Girl Scout Service Unit, the Operation Click Leprechaun Lunge, and the Marine Corps League.

Recommended Conditions:

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

- Comply with all City Code regulations and Special Event 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.
- Sound system use 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.
- 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.

Votes Required to Pass:

Simple majority vote of the City Council



Agenda Item No: 9b

**City Council
Agenda Supplement**

Meeting Date:

July 2, 2019

Item:

Class 16 Temporary Liquor License Request –
Knights of Columbus Fr. McCormick Council #3880

Staff Recommendation:

Motion to approve issuance of a Class 16 Temporary
Liquor License to the Knights of Columbus Fr. McCormick
Council #3880

Staff Contact:

Eric T. Helm, Deputy City Manager

Background:

The City has received a request from the Knights of Columbus Fr. McCormick Council #3880 for the issuance of a Class 16 Temporary Liquor License in order to sell beer and wine at their Parish Block Party being held at the St. Thomas the Apostle Church Parking Lot at the corner of Oak Street and Route 176, located at 451 West Terra Cotta Avenue, on Saturday, August 24, 2019 from 4:30 p.m. to 9:00 p.m.

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

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

Votes Required to Pass:

Simple majority



Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: July 2, 2019

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Variation from Article 3-200 to allow a shed to be located at a 16-foot yard abutting street setback, a variation of 14 feet.

Petitioner: Brian Pichardo, petitioner
6 Heather Drive

PZC Recommendation: To approve the PZC recommendation and adopt an ordinance granting the variation to allow a 16-foot yard abutting a street setback for a shed at 6 Heather Drive.

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

Background:

- Existing Use: The subject property is single-family. There is an existing nonconforming principal structure and detached garage.
- City staff reviewed and issued the permit for the shed request with the condition that the shed meet the setback requirement since there is room on the lot for the shed without a variation. The petitioner requested to go through the variation process to locate the shed in the proposed location.

Request:

- The petitioner is requesting a variation to allow a gray plastic 80 square-foot shed to have a 16-foot yard abutting a street setback from Briarwood Rd.
- The subject property has three frontages. The Heather Drive property line is considered the front yard and the Butternut Drive and Briarwood Road property lines are considered yards abutting a street.
- The shed would meet the five-foot rear yard setback requirement for accessory structures, but requires the variation for the yard abutting a street setback.

PZC Highlights:

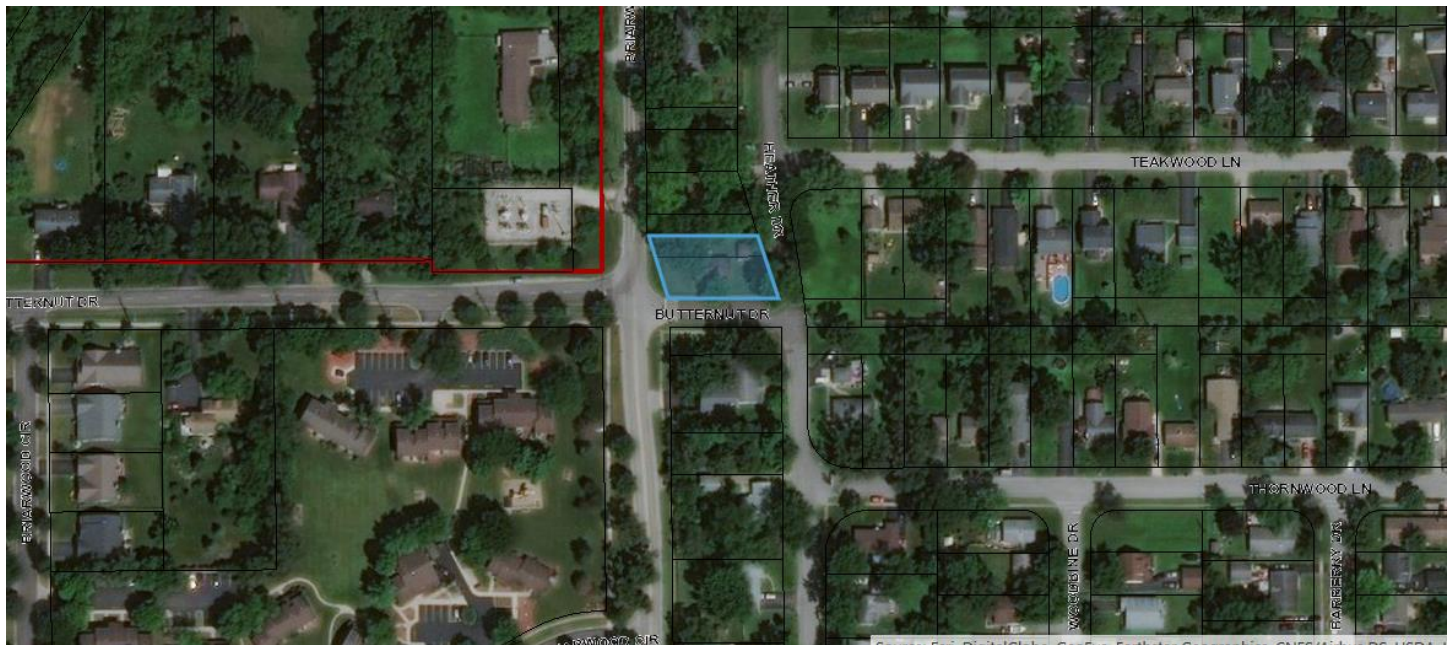
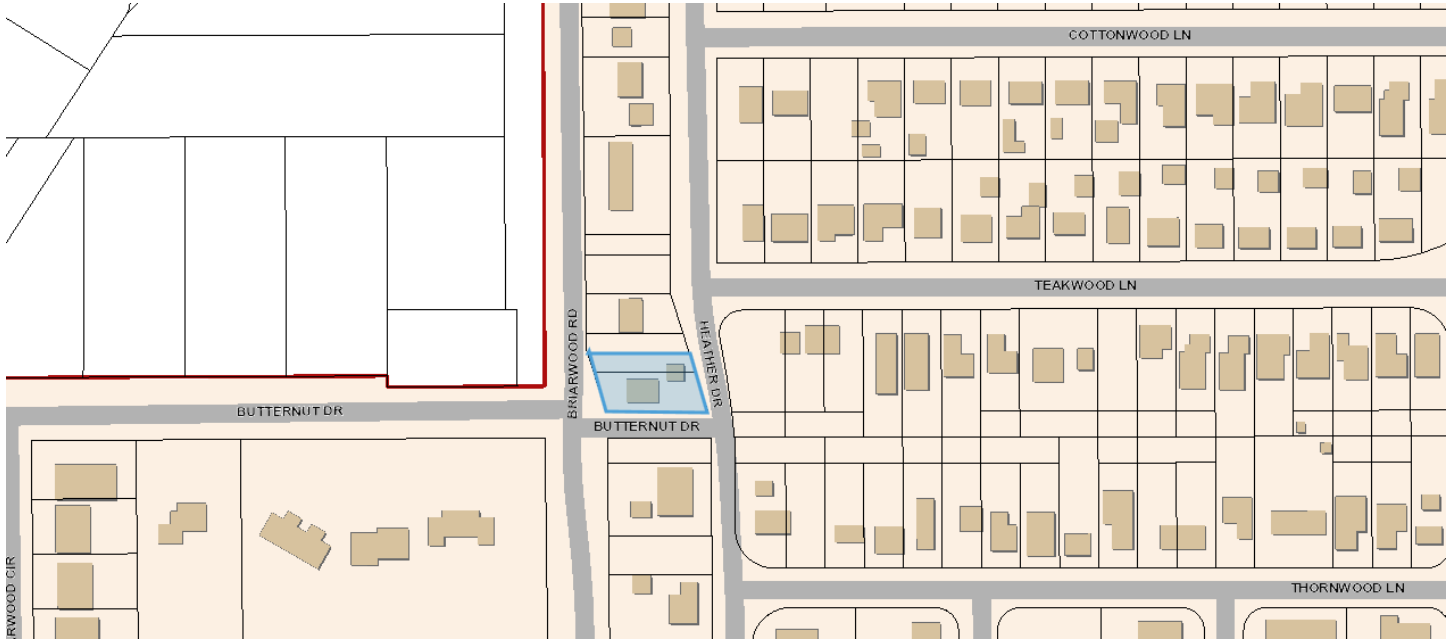
- The PZC agreed with the petitioner that the three frontages created a hardship.
- The petitioner requested to eliminate conditions two and three since the shed has been purchased and there is an existing tree that may be at the requested 20-foot setback.
 - City staff suggested the 20-foot setback in order to fit in with the character of the double-frontage lots along Briarwood and Heather.
 - The PZC revised the second condition to move the shed as close as possible to the existing tree since the exact location of the tree was not known.
 - The PZC recommended the removal of condition three since the shed is a store bought plastic gray shed.
- The PZC stated the Findings of Fact had been met.

The PZC recommended **approval (6-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Pichardo, dated 05/17/19, received 05/24/19)
 - B. Plat of Survey (American Survey Co., received 05/24/19)
2. The shed must be located ~~20 feet~~ **as close as possible to the tree so long as the health of the tree is not impacted** from the Briarwood Road property line. **(Amended by PZC)**
3. ~~The shed must match the color of the principal structure.~~ **(Removed by PZC)**
4. The petitioner shall address all of the review comments and requirements of the Community Development Department.

Votes Required to Pass: A simple majority.

PLN-2019-00092 PICHARDO – 6 HEATHER DR – VARIATION



DRAFT



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A VARIATION
AT 6 HEATHER DRIVE**

WHEREAS, pursuant to the terms of the Application (File #PLN-2019-00092) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from the 30-foot yard abutting a street setback requirement to allow a 16-foot setback for a shed; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 1, 2019 in the Northwest Herald, held a public hearing at 7:30 p.m., on June 19, 2019 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Simplified Residential Variation; and

WHEREAS, on June 19, 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 Simplified Residential Variation be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2019-00092, dated as of June 20, 2019; and

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

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 Variation be granted from the Crystal Lake Unified Development Ordinance from the 30-foot yard abutting a street setback requirement to allow a 16-foot setback for a shed at the property at 6 Heather Drive (13-36-351-029 & 030), Crystal Lake, Illinois.

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Pichardo, dated 05/17/19, received 05/24/19)

B. Plat of Survey (American Survey Co., received 05/24/19)

2. The shed must be located as close as possible to the tree so long as the health of the tree is not impacted from the Briarwood Road property line.
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 granting of a Simplified Residential Variation in accordance with the provisions of this Ordinance, as provided by law.

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

DATED at Crystal Lake, Illinois, this 2nd day of July, 2019.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: July 2, 2019

Approved: July 2, 2019



Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: July 2, 2019

Item: City Code Amendment to Chapter 427, Use of Right-of-Way and Chapter 428, Rights-of-Way: Construction of Small Wireless Facilities.

Recommendation: Adopt an ordinance amending Chapter 427, Use of Right-of-Way and Chapter 428, Rights-of-Way: Construction of Small Wireless Facilities of the Code of Ordinances of the City of Crystal Lake for the adoption of a Right-of-Way Design Manual.

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

Background:

Chapter 427 sets standards and requirements for the use of the right-of-way within the City of Crystal Lake. Recently, the City Code was amended (adoption of Chapter 428: Rights-of-Way: Construction of Small Wireless Facilities) to allow small wireless communication antenna in the city right-of-way per Public Act 100-0585. In an effort to fairly regulate all structures located within the right-of-way, a design manual is proposed. The design manual creates the following districts: Downtown Crystal Lake, Virginia Street Corridor, Three Oaks Recreation Area, Residential Districts and Other Business/Commercial Districts. There are specific design standards for each district for the various types of structures – utility poles, street light poles, pole mounted equipment, and ground mounted equipment. The proposed design manual is included and has been reviewed by legal counsel.

Request:

The proposed amendments to the City Code are **bolded** below. The proposed amendments to the City Code include the adoption of the Right-of-Way Design Manual, which could be updated by city staff from time to time.

Section 427-15-H Appearance standards.

- (1) The City may prohibit the installation of facilities in particular locations in order to preserve visual quality.
- (2) A facility may be constructed only if its construction does not require extensive removal or alteration of trees or terrain features visible to the right-of-way user or to adjacent residents and property owners, and if it does not impair the aesthetic quality of the lands being traversed.
- (3) **The Director of Public Works, in consultation with the City Engineer, shall be**

authorized to develop and amend from time to time a City of Crystal Lake Right-of-Way Design Manual setting forth guidelines for the implementation and administration of this Chapter 427, consistent with the purposes and requirements set forth herein. All facilities and structures constructed pursuant to this Chapter shall comply with the City of Crystal Lake Right-of-Way Design Manual unless otherwise required by applicable law.

Section 428-3-B-1 Regulation of small wireless facilities.

B. Permit Required.

* * *

(1) Requirements and Conditions.

* * *

(m) The Director of Public Works, in consultation with the City Engineer, shall be authorized to develop and amend from time to time a City of Crystal Lake Right-of-Way Design Manual setting forth guidelines for the implementation and administration of this Chapter 428, consistent with the purposes and requirements set forth herein. All Covered Facilities constructed in rights-of-way pursuant to this Chapter shall comply with the City of Crystal Lake Right-of-Way Design Manual unless otherwise required by applicable law.

Votes Required to Pass: A simple majority vote.

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DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE AMENDING
CHAPTER 427: USE OF RIGHT-OF-WAY AND
CHAPTER 428: RIGHTS-OF-WAY: CONSTRUCTION OF
SMALL WIRELESS FACILITIES OF THE
CODE OF ORDINANCES OF THE CITY OF CRYSTAL LAKE, ILLINOIS**

WHEREAS, the City of Crystal Lake (the “City”) is an Illinois home rule municipality operating in accordance with the Illinois Constitution of 1970; and

WHEREAS, the City is authorized to enact appropriate regulations and restrictions relative to utility and telecommunications facility installations in the City rights-of-way, including small cell wireless facilities subject to the limitations set forth in Public Act 100-585 and other applicable law; and

WHEREAS, Chapter 427 of the Code of Ordinances of the City of Crystal Lake (“*City Code*”) establishes regulations, standards, and procedures for constructing various facilities on rights-of-way within the City’s jurisdiction; and

WHEREAS, Chapter 428 of the City Code establishes additional regulations, standards, and procedures for the siting and collocation of small wireless facilities on rights-of-way within the City’s jurisdiction; and

WHEREAS, in order to further the implementation and administration of Chapters 427 and 428 of the City Code, the corporate authorities have determined that it is in the best interests of the City and its residents to authorize the City’s Director of Public Works, in consultation with the City Engineer, to develop a Right-of-Way Design Manual as set forth herein to provide guidelines for the design and siting of various facilities within City rights-of-way consistent with the regulations and policies set forth in Chapters 427 and 428 the City Code;

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

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SECTION I: That Section 427-15(H) of the Crystal Lake City Code be amended to read as follows:

§ 427-15 Location of facilities.

* * *

H. Appearance standards.

- (1) The City may prohibit the installation of facilities in particular locations in order to preserve visual quality.
- (2) A facility may be constructed only if its construction does not require extensive removal or alteration of trees or terrain features visible to the right-of-way user or to adjacent residents and property owners, and if it does not impair the aesthetic quality of the lands being traversed.

(3) The Director of Public Works, in consultation with the City Engineer, shall be authorized to develop and amend from time to time a City of Crystal Lake Right-of-Way Design Manual setting forth guidelines for the implementation and administration of this Chapter 427, consistent with the purposes and requirements set forth herein. All facilities and structures constructed pursuant to this Chapter shall comply with the City of Crystal Lake Right-of-Way Design Manual unless otherwise required by applicable law.

SECTION II: That Section 428-3 of the Crystal Lake City Code be amended to add a new subsection 428-3(B)(1)(m), which shall hereafter be and read as follows:

§ 428-3 Regulation of small wireless facilities.

* * *

B. Permit Required.

* * *

(1) Requirements and Conditions.

* * *

(m) The Director of Public Works, in consultation with the City Engineer, shall be authorized to develop and amend from time to time a City of Crystal Lake Right-of-Way Design Manual setting forth guidelines for the implementation and

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administration of this Chapter 428, consistent with the purposes and requirements set forth herein. All Covered Facilities constructed in rights-of-way pursuant to this Chapter shall comply with the City of Crystal Lake Right-of-Way Design Manual unless otherwise required by applicable law.

SECTION III: That, in furtherance of the authority set forth in this Ordinance, the Director of Public Works has caused to be developed an initial “Right-of-Way Design Manual” in the form attached hereto as Exhibit A (the “*Manual*”), which Manual is hereby approved and endorsed by the corporate authorities. Nothing in this Section shall be construed to limit the authority of the Director of Public Works to modify or amend the Manual from time to time without further action by the corporate authorities in accordance with the authority granted hereby.

SECTION IV: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

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

DATED at Crystal Lake, Illinois, this 2nd day of July, 2019.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: July 2, 2019

Approved: July 2, 2019



Agenda Item No: 12

City Council Agenda Supplement

Meeting Date: July 2, 2019

Item: 2019 Patching Program-Municipal Partnership Initiative

Staff Recommendation: Motion to award the bid for pavement patching to the lowest responsive and responsible bidder, Chicagoland Paving and adopt a resolution authorizing the City Manager to execute one-year contract, with options for two additional one-year extensions, with Chicagoland Paving in the amounts bid.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

The City of Crystal Lake is a member of the Municipal Partnership Initiative (MPI). As members of MPI, regional communities collaborate by preparing and soliciting bids for various projects. MPI allows members to combine purchasing power, which enables significant cost reductions. Regarding this specific project, the City of Crystal Lake partnered with the following communities: Village of Cary, Village of Huntley, and the City of Woodstock. On May 9, 2019, the bids were publically opened at the Village of Cary. The Public Works Department maintains a list of pavement patching needs within the community. Based on this inventory, staff requested the following quantity of patching in square yards as part of the joint bid:

- Class D patches, 2", Type IV: 1,475 square yards
- Class D patches, 3", Type IV: 2,000 square yards

The bid results for are as follows:

Bidder	Class D Patches, 2", Type IV Per Square Yard			Class D Patches, 3", Type IV Per Square Yard		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
✓ Chicagoland Paving	\$20.00	\$21.00	\$22.00	\$25.10	\$26.50	\$27.75
J.A. Johnson Paving	\$20.25	\$21.26	\$22.28	\$29.00	\$30.45	\$31.90
Curran Contracting	\$26.00	\$27.50	\$29.00	\$37.00	\$40.00	\$41.00
Schroeder Asphalt Service, Inc.	\$23.00	\$24.15	\$25.50	\$27.50	\$29.00	\$31.00

✓Indicates lowest responsive and responsible bidder

Recommendation

A review of the bids indicates that low bidder for this project is Chicagoland Paving. The Village of Cary has previously had satisfactory results with Chicagoland Paving. Therefore, the recommendation of City staff is to award the bid to the lowest responsive and responsible bidder, Chicagoland Paving for pavement patching for the one-year contract period in the amounts bid with an option for two additional one year extensions. Project costs for this year are anticipated to be approximately \$79,700. Sufficient funds have been budgeted for this project.

Votes Required to Pass:

Simple majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is hereby authorized to execute a contract between the City of Crystal Lake and Chicagoland Paving for pavement patching services for a one-year term, with an option for two additional one-year terms in the amounts bid.

DATED this 2nd day of July 2019.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: July 2, 2019

APPROVED: July 2, 2019



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date: July 2, 2019

Item: Midwestern Higher Education Compact Cooperative Purchasing Program for Desktop and Laptop Computers

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute an agreement with Dell, Inc., for the purchase of forty (40) computer desktops, laptops and monitors in the amount of \$39,630.56 through the Midwestern Higher Education Compact Cooperative Purchasing Program.

Staff Contact: Greg Fettes, Director of Information Technology

Background:

As the City Council may recall, City Staff has annually recommended the replacement of a certain number of employee desktop computers based on the unit's age and performance. Every year, as a part of the budget preparation process, Information Technology staff review the City's inventory of data processing equipment, in concert with long-term planning for equipment replacement, to determine the necessity for replacements during the next Fiscal Year. As a part of this review, age of the equipment, what role the equipment plays in the organization, and the types of repair orders received over the course of the unit's lifetime are all taken into consideration.

The typical replacement cycle for corporate desktop machines that are in continuous use is generally every four (4) to five (5) years. As a computer ages, particularly machines that are in continuous use, their electronic components deteriorate. The most noticeable result of this deterioration is a marked increase in component failures and a significant slowdown in the performance of the machine. As machines become slower and must be taken out of service more often for repairs, a significant impact on employee productivity can result. In addition, after several years of service, computer monitors begin to lose their clarity and brightness, which results in difficulty for employees viewing the information on their screens.

The City's Capital Improvement Plan (CIP), as presented at the 2019-2020 Budget Workshop, outlines the gradual replacement of the City's approximately 165 desktop computers. The CIP

recommends that the City annually replace between 39 - 45 computers over the next five years. As a part of the FY2018-2019 budget, a total of forty-five (45) new and replacement desktop machines were identified. Most of the machines identified for replacement have already reached or will reach an age of at least five (5) years by the time they are replaced.

The Midwestern Higher Education Compact Cooperative Purchasing program has awarded a competitive RFP to Dell, Inc. for desktop and laptop computers. This Cooperative has been used in previous years and has provided very competitive pricing. The price offered through this contract of approximately \$920.00 per desktop unit is well below the retail price (approximately 39% off the retail price) and is below the approximately \$1,000.00 price of desktop machines purchased through the State Joint Purchase program for the past several years.

The City has had significant experience with Dell hardware, both through desktop and laptop purchases in the past, as well as higher end server purchases for many years. We have been satisfied with the quality of the hardware Dell produces.

Sufficient funding is available in the FY2019-2020 budget for this project.

Recommendation:

It is the recommendation of Information Technology to purchase forty (40) computer desktops, laptops and monitors from Dell, Inc., in the amount of \$39,630.56 through the Midwestern Higher Education Compact Cooperative Purchasing Program.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City is authorized to participate in the Midwestern Higher Education Compact Cooperative Purchasing Program and that the City Manager is authorized to execute a contract with Dell, Inc., for the purchase of forty (40) computer desktops, laptops and monitors in the amount of \$39,630.56, from the Midwestern Higher Education Compact Cooperative Purchasing Program.

DATED this 2nd day of July, 2019.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: July 2, 2019
APPROVED: July 2, 2019



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date: July 2, 2019

Item: State of Illinois Joint Purchase Contract for Mobile Data Computers for Public Safety Vehicles

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an agreement with CDS Office Technologies for the purchase of nine (9) mobile data computers in the amount of \$25,881.00 through the State of Illinois Joint Purchasing Program.

Staff Contact: Greg Fettes, Director of Information Technology

Background:

Every year, as a part of the budget preparation process, Information Technology staff review the City's inventory of Mobile Data Computers with the Public Safety Departments, in concert with long-term planning for equipment replacement, to determine the necessity for replacements during the next Fiscal Year. As a part of this review, age of the equipment and the types of repair orders received over the course of the unit's lifetime are all taken into consideration.

Mobile Data Computers are utilized in both Police and Fire Rescue Department vehicles to provide computer aided dispatching, communications and geographic information system information in the vehicles. In addition, the Mobile Data Computers provide the ability for report writing and computer aided citation issuance as well.

The typical replacement cycle for Mobile Data Computers that are in continuous use is generally every four (4) to five (5) years. As a computer ages, particularly machines that are in continuous use, their electronic components deteriorate. This component deterioration can be hastened and made worse through the challenging conditions encountered by Public Safety vehicles, namely the extremes of heat and cold experienced throughout the year and the constant vibration experienced as the vehicle is driven. The most noticeable result of electronic component deterioration is a marked increase in component failures and a significant slowdown in the performance of the machines.

The current Fiscal Year budget provides for the replacement of six (6) Mobile Data Computers in the Police Department and three (3) Mobile Data Computers in the Fire Rescue Department. The Panasonic CF-54 Toughbook laptop (14" screen) has been evaluated and determined to meet the needs of the departments, at a lower cost than the previously utilized laptops. One of the three replacement units in the Fire Department is a Panasonic Toughpad FZ-M1 fully ruggedized tablet (Windows 7) that it utilized by command personnel both in and out of their vehicle. The FZ-M1 tablet, while still available, has been replaced with the CF-33 (Windows 10) fully ruggedized laptop/tablet which is larger (12" screen versus the 7" screen on the FZ-M1), has significantly longer battery life, and also better keyboard options which will allow the table to function as a laptop when docked.

State Joint Purchasing contracts which have been publicly procured by the State of Illinois, have been awarded to CDS Office Technologies for Mobile Data Computer Technology. The hardware in the State Joint Purchase contracts is Panasonic Toughbook branded hardware. The City has utilized Panasonic hardware in public safety vehicles for many years with excellent results.

Sufficient funding is available in the FY2019-2020 budget for this project.

Recommendation:

It is the recommendation of Information Technology to purchase nine (9) mobile data computers from CDS Office Technologies in the amount of \$25,881.00 through the State of Illinois Joint Purchasing Program.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City is authorized to participate in the State of Illinois Joint Purchasing Program and that the City Manager is authorized to execute a contract with CDS Office Technologies for the purchase of nine (9) mobile data computers in the amount of \$25,881.00 from the State of Illinois Joint Purchasing Program.

DATED this 2nd day of July, 2019.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: July 2, 2019
APPROVED: July 2, 2019



Agenda Item No: 15

City Council Agenda Supplement

Meeting Date: July 2, 2019

Item: Intergovernmental Agreement with the Illinois Department of Commerce and Economic Opportunity for Grant Funds Awarded for the Crystal Creek Culvert Removal and Replacement Construction.

Staff Recommendation: Motion to adopt a resolution authorizing the Mayor to execute an agreement with the Illinois Department of Commerce and Economic Opportunity for grant funds awarded for the Crystal Creek Culvert Removal and Replacement Construction, and authorizing the City Manager to approve, execute, or sign any future documentation related to this grant.

Staff Contact: Abigail Wilgreen, City Engineer

Background:

The project is located along Crystal Creek at five locations including Dartmoor Drive, McHenry Avenue, Barlina Avenue, Country Club Road, and Broadway Avenue. These five culverts are over 75 years old. They have reached the end of their useful life and are in need of replacement. 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.

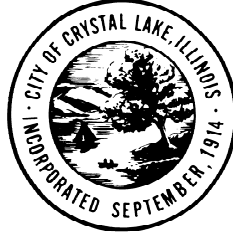
Earlier this year, the City awarded the construction of the project to Copenhagen Construction. Their bid to complete the work was \$1,305,218.00. The project is currently under construction.

Last year, the City was made aware that the Illinois Department of Commerce and Economic Opportunity (DCEO) had \$25,000 available for this project. City staff has been working with DCEO to finalize the grant. DCEO requires the City to execute the attached intergovernmental agreement for the grant. The agreement defines the grant terms and conditions. The agreement is standard for all DCEO Grant awards, and has been reviewed by the City's Special Counsel.

Votes Required to Pass:

Simple majority of City Council present.

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 Mayor be authorized to execute the intergovernmental agreement with the Illinois Department of Commerce and Economic Opportunity for the Crystal Creek Removal and Replacement Construction.

BE IT FURTHER RESOLVED that the City Manager be authorized to approve, execute, or sign any future documentation related to this grant.

DATED this 2nd day of July, 2019

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: July 2, 2019

APPROVED: July 2, 2019