



CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING
City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
November 5, 2019
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – October 15, 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. **Complete Streets Policy Adoption**
 - b. **Truth in Taxation Compliance Procedural Requirement**
10. **Bohl Farm Marketplace Outlot Building – Final Planned Unit Development to allow exterior changes to the building façade and signage including an additional variation for increased wall signage**
11. **Church Street Apartments – Conceptual Planned Unit Development review to convert the former Immanuel Lutheran buildings to multi-family residential – Discussion Only**
12. **Immanuel Lutheran Church – Request to eliminate surety requirement for roadway and elimination of Final Plat of Subdivision condition for railroad relocation and intersection improvements – Discussion Only**
13. **Woodlore Estates Traffic Control Ordinance**
14. **City Code Amendment – Chapter 360: Watershed and Text Amendment for the Crystal Lake Watershed Implementation Plan – Discussion Only**
15. **Local Agency Agreement – Participation with the Regional Transportation Authority for a Transit Oriented Development Plan around the Crystal Lake and Pingree Road Metra Stations**

- 16. Bid Award – Clear Southern Rock Salt**
- 17. Bid Award – Liquid Aluminum Sulfate (Alum) Purchase**
- 18. Bid Award – Wastewater Treatment Plant #2 Liquid Aluminum Sulfate (Alum) Underground Storage Tank (UST) Replacement Project**
- 19. Council Inquiries and Requests**
- 20. Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining and personnel**
- 21. Reconvene to Regular Session**
- 22. Adjourn**

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



Agenda Item No: 9a

City Council Agenda Supplement

Meeting Date: November 5, 2019

Item: Complete Streets Policy

Staff Recommendation: Motion to adopt a resolution adopting a City Complete Streets Policy

Staff Contact: Abigail Wilgreen, City Engineer

Background:

The Chicago Metropolitan Agency for Planning (CMAP), which administers various federal funds in the region, recently mandated that each sub-regional planning council adopt incentives for incorporating planning measures from the *On To 2050* regional plan into Surface Transportation Program (STP) funding requests. The McHenry County Council of Mayors looked at the plan and choose to award points to STP funding applications to communities that had an adopted green infrastructure policy and a complete streets policy.

The attached Complete Streets policy ensures that when the City designs a roadway improvement, pedestrian and bicycle accommodations would be reviewed and included if feasible. This practice is already being followed on an informal basis; however, this policy will formalize the process. In addition, by adopting this policy, the City will receive additional points when applying for STP funding. The City has already adopted a green infrastructure policy in March of 2012.

At the October 15, 2019 City Council Meeting, staff presented the draft policy. Feedback from the Council was favorable.

Votes Required to Pass:

Simple majority vote.



City of Crystal Lake

COMPLETE STREETS POLICY

I. Vision and Purpose

The City of Crystal Lake seeks to create a comprehensive, integrated, and connected transportation network that accommodates all users: bicyclists, pedestrians, transit users, and drivers of automobiles and freight vehicles. The vision of the City is to create a roadway, as funding allows, where each user can travel safely and comfortably and where sustainable transportation options are available to everyone by planning, designing, operating, and maintaining a network of Complete Streets.

II. Definition

Complete Streets are facilities designed, operated, and maintained to assure safe mobility for users of all ages and abilities, including pedestrians, cyclists, transit riders, and motorists, appropriate to the function and context of the facility.

III. Benefits of Complete Streets

Complete Streets provide the following benefits:

1. *Increased Transportation Choices:* Streets that provide travel choices can give users the option to avoid traffic congestion and increase the overall capacity of the transportation network.
2. *Improved Safety:* Design and accommodation for bicyclists and pedestrians reduces the incidence of crashes.
3. *Quality of Place:* Increased bicycling and walking are indicative of vibrant and livable communities.
4. *Economic Development:* Complete streets can reduce transportation costs and travel time while increasing property values and job growth in communities.
5. *Improved Return on Infrastructure Investments:* Integrating sidewalks, bike lanes, transit amenities, and safe crossings into the initial design of a project spares the expense of retrofits later.
6. *Improved Fitness:* Public health experts are encouraging walking and bicycling as a response to the obesity epidemic. Streets that provide room for bicycling and walking help people of all ages get physical activity and gain independence.

IV. Policy

The City of Crystal Lake Complete Streets Policy can incorporate the needs of all users through the planning, design, approval, and implementation processes for any construction, reconstruction, or retrofit of streets, or other portions of the transportation network, including pavement

resurfacing, restriping, and signalization operations, if the safety and convenience of users can be improved within the scope of the work. Action steps to implement the Complete Streets Policy include:

1. Create a comprehensive, integrated, connected multi-modal network by providing connections to bicycling and walking trip generators such as employment, education, residential, recreational, and public facilities, as well as retail and transit centers.
2. Provide safe and accessible accommodations for existing and future pedestrian, bicycle, and transit facilities.
3. Establish a checklist of pedestrian, bicycle, and transit accommodations such as accessible sidewalks curb ramps, crosswalks, countdown pedestrian signals, signs, median refuges, curb extensions, pedestrian scale lighting, bike lanes, shoulders and bus shelters that will be reviewed with each project for possible including.
4. Establish a procedure to evaluate resurfacing projects for complete streets inclusion according to the length of the project, local support, environmental constraints, total available right-of-way, funding resources, and bicycle and/or pedestrian compatibility.
5. Address the need for bicyclists and pedestrians to cross corridors as well as travel along them. Even where bicyclists and pedestrians may not commonly use a particular travel corridor that is being improved or constructed, they will likely need to be able to cross that corridor safely and conveniently. Therefore, the design of intersections should accommodate bicyclists and pedestrians in a manner that is safe, accessible and convenient.
6. In order to best balance the needs of all roadway users and provide increased flexibility in design, the City will continue to improve upon the current requirements in the City Code in accordance with the most up-to-date standards, requirements, and recommendations as provided by, but not limited to:
 - a. American Association of State Highway Transportation Officials (AASHTO)
 - *Guide for the Development of Bicycle Facilities*
 - *Guide for the Planning, Design, and Operation of Pedestrian Facilities*
 - *A Policy on Geometric Design of Highways and Streets* (also known as The Green Book)
 - b. Federal Highway Administration (FHWA)
 - *Highway Capacity Manual* (HCM),
 - *Manual of Uniform Traffic Control Devices* (MUTCD),
 - c. *The Americans with Disabilities Act Accessibility Guidelines* (ADAAG),
 - d. The City of Crystal Lake Traffic Calming Policy
7. Research, develop and support best practices in improving safety and mobility.
8. Encourage training for Engineers and Planners on Bicycle/Pedestrian/Transit policies and integration of non-motorized travel options into transportation systems.
9. Make provisions for pedestrians and bicyclists when closing roads, bridges or sidewalks for construction projects.
10. Consider connections for Safe Routes to Schools, trail crossings, and areas or population groups with limited transportation options.
11. Comply with the Americans with Disabilities Act (ADA).
12. Complement the context of the surrounding community.
13. Update necessary and appropriate codes, standards, and ordinances to ensure that design components for all modified streets follow the intent of the policy.

14. Identify current and potential future sources of funding for street improvements.
15. Establish performance measures to gauge the success of the adopted policy.

V. Exemptions

Exemptions to the Complete Streets policy must be documented in writing by either the Director of Public Works or City Engineer with supporting data that indicates the reason for the decision and may include the following:

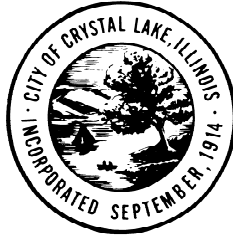
1. Non-motorized users are prohibited on the roadway.
2. There is documentation that there is an absence of current and future need.
3. The cost of accommodations for a particular mode is excessively disproportionate to the need and potential benefit of a project.
4. The project involves ordinary maintenance activities designed to keep assets in acceptable condition, such as cleaning, sealing, spot repairs, patching, and surface treatments, such as micro-surfacing.
5. The potential accommodations will not be safe for pedestrians or cyclists.

VI. Evaluation

The City of Crystal Lake will document the success of the Complete Streets policy using the following measures:

1. Number of new miles of on-street bicycle routes defined by streets with clearly marked or signed bicycle accommodations.
2. Number of new bicycle parking spaces.
3. Number of linear feet of new or reconstructed pedestrian accommodations.
4. Number of new or reconstructed accessible curb ramps.
5. Total number of funded bicycle and pedestrian projects and new facilities.

DRAFT



The City of Crystal Lake Illinois

A RESOLUTION ADOPTING A COMPLETE STREETS POLICY

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE hereby adopts its Complete Streets Policy.

DATED this 5th day of November, 2019.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Mayor

SEAL

ATTEST:

City Clerk

PASSED: November 5, 2019

APPROVED: November 5, 2019



Agenda Item No: 9b

**City Council
Agenda Supplement**

Meeting Date: November 5, 2019

Item: Truth in Taxation Compliance Procedural Requirement

Staff Recommendation: Motion to adopt a resolution determining the 2019 tax levy in compliance with the Truth in Taxation Law

Staff Contact: Gary J. Mayerhofer, City Manager
Eric Helm, Interim Director of Finance
Laura Herrig, Assistant Director of Finance

Background:

Adoption of this resolution is merely a procedural requirement as the actual levy ordinance will be considered during the public hearing at the December 3, 2019 City Council meeting. The process in determining the actual tax levy is challenging because the actual dollars collected from the 2019 tax levy are not received until fiscal year 2020/2021, for which the City has not yet considered an annual budget. The actual tax levy ordinance will be placed on the December 3, 2019 City Council agenda for consideration.

The proposed tax levy is not more than 5% than the taxes extended for the prior tax levy therefore, a “Black Box” is not required.

Recommendation:

It is staff’s recommendation to approve the attached resolution determining the maximum 2019 tax levy.

Votes Required to Pass:

Simple majority

DRAFT



RESOLUTION

WHEREAS, the City Council of the City of Crystal Lake, McHenry County, Illinois, a home rule corporation, herein referred to as the "City", wishes to comply with the Truth in Taxation Act, ILCS Chapter 35 ILCS 200/18-60 and 35 ILCS 200/18-100; and

WHEREAS, this determination is made more than twenty (20) days prior to the proposed adoption of the City's aggregate levy and is in compliance with the Truth in Taxation Act; and

WHEREAS, in compliance with the Truth in Taxation Act, since the proposed tax levy is not more than 5% than the taxes extended for the prior tax levy, a notice is not required to be published in a general circulation newspaper published in the taxing district and therefore will not be published; and

WHEREAS, a public hearing will be held prior to the adoption of the tax levy ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE as follows:

The Corporate Authorities determine the amount of money estimated to be necessary to be raised by taxation for the 2019 tax levy is approximately \$17,729,805 which is no more than 105% of the aggregate extensions for the 2018 tax levy, which was \$17,071,075.

DATED at Crystal Lake, Illinois this 5th day of November, 2019.

CITY OF CRYSTAL LAKE,
an Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: November 5, 2019

APPROVED: November 5, 2019



Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: November 5, 2019

Item: REPORT OF THE PLANNING & ZONING COMMISSION
Bohl Farm Marketplace – Outlot Building

Request: Final Planned Unit Development Amendment to allow exterior changes to the building façade and signage including an additional variation for increased wall signage.

Petitioner: Jeffrey Brownell, IRC, petitioner
5500 Northwest Highway

PZC Recommendations: To approve the PZC recommendation and adopt an ordinance granting the Final PUD Amendment to allow the changes to the approved elevations and signage for the outlot building at 5500 Northwest Highway.

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

Background:

- This outlot was previously Five Below and would be modified for three tenant spaces, with two restaurants, Freddy's Frozen Custard & Steakburgers and McAlister's Deli, and a center retail tenant.
- The new tenants are requesting variations for wall signage. Freddy's is requesting 110 square feet, a variation of 35 square feet. McAlister's is requesting 100 square feet, a variation of 25 square feet. The PZC also added a condition that the center tenant could have two 50 square-foot signs, which would be a variation of 50 square feet.
- Freddy's would also need a drive-through. The drive-through stacking meets the UDO requirements.

PZC Highlights:

- The architect did not agree with Condition 3A to install the knee wall. The PZC said it is one of the design standards, also it is for safety and they left the condition as written.

- The architect noted that they modified the free-standing sign to have a cornice on top. The PZC was not in favor of this sign, since the other small outlots did not have their own signs. Also, the building is close to the road and very visible from the roadway. The PZC added a condition to eliminate the free-standing sign.
- The PZC found that the request, as modified, met the Findings of Fact.

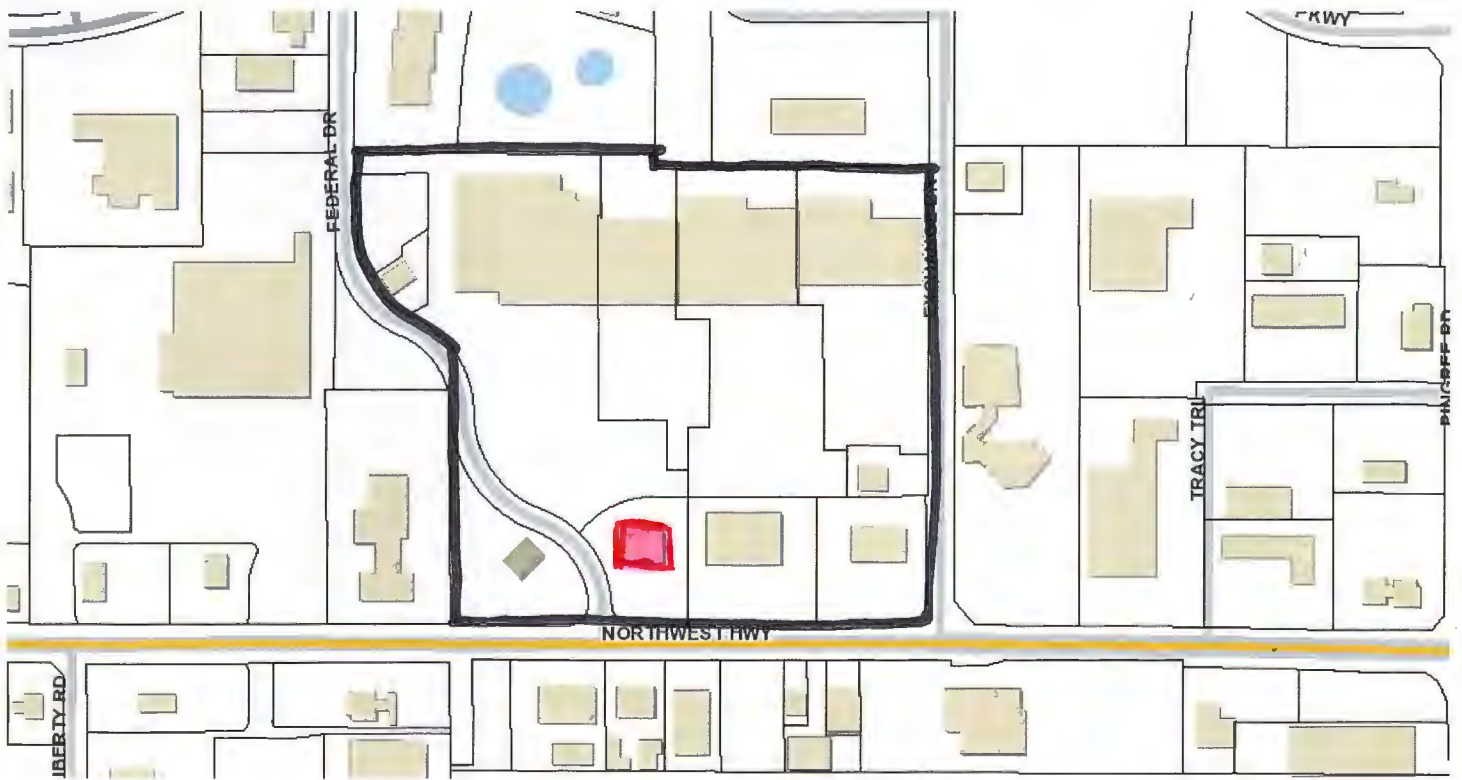
PZC Vote:

The PZC recommended **approval (5-0)** 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 (IRC Retail Centers, received 09/23/19)
 - B. Narrative (PFDA Architects, dated 09/20/19, received 09/23/19)
 - C. Elevation, sheet A2 (PFDA Architects, dated 09/20/19, received 09/23/19)
 - D. Signs ([Freddy’s – Tri City, dated 09/16/19, received 09/23/19], [McAlister’s – IRC, undated, received 09/23/19], [Free-Standing monument – Olympic Signs, last revised 10/14/19])
 - E. Floor Plan, sheet A1 (PFDA Architects, dated 09/20/19, received 09/23/19)
 - F. Landscape Plan (Mackie Consultants, dated 09/23/19, received 09/23/19)
 - G. Site Plan (PFDA Architects, dated 09/20/19, received 09/23/19)
2. The overall planned unit development approval and all subsequent amendments are still in effect unless modified by this ordinance.
3. Architectural Elevations
 - A. Add in the knee wall across the front of the glass façade except at door locations.
 - B. For the front elevated entrance feature, provide a return of at least 3 feet, to eliminate the “Texas town” style element.
 - C. Provide awnings on the rear elevation over the two other tenant spaces.
4. Landscape Plan
 - A. Provide landscape material, to be reviewed and approved by staff, for the east elevation, to break up the blank façade.
5. ~~Provide a cornice top element on the proposed monument sign, to match the other freestanding signage in the development.~~ **Eliminate the outlet free-standing sign. (Modified by PZC)**
6. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.
7. **The center tenant of the outlet building is allowed two 50 square-foot signs. (Added by PZC)**

Votes Required to Pass:

A simple majority vote.



DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING AN AMENDMENT
TO THE FINAL PUD FOR BOHL FARM MARKETPLACE**

WHEREAS, pursuant to the terms of the Petition (File #PLN-2019-160) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development for Bohl Farm Marketplace to allow exterior changes to the building façade and signage including an additional variation for increased wall signage and a third free-standing sign; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 20, 2019 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 16, 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 October 16, 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-2019-160, dated as of October 17, 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 PUD Amendment be granted to allow exterior changes to the building façade and signage including an additional variation for increased wall signage for the property located at 5500 Northwest Highway (19-04-452-008), 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 (IRC Retail Centers, received 09/23/19)
 - B. Narrative (PFDA Architects, dated 09/20/19, received 09/23/19)
 - C. Elevation, sheet A2 (PFDA Architects, dated 09/20/19, received 09/23/19)
 - D. Signs ([Freddy's – Tri City, dated 09/16/19, received 09/23/19], [McAlisters – IRC, undated, received 09/23/19], [Free-Standing monument – Olympic Signs, last revised 10/14/19])
 - E. Floor Plan, sheet A1 (PFDA Architects, dated 09/20/19, received 09/23/19)
 - F. Landscape Plan (Mackie Consultants, dated 09/23/19, received 09/23/19)
 - G. Site Plan (PFDA Architects, dated 09/20/19, received 09/23/19)
2. The overall planned unit development approval and all subsequent amendments are still in effect unless modified by this ordinance.
3. Architectural Elevations
 - A. Add in the knee wall across the front of the glass façade except at door locations.
 - B. For the front elevated entrance feature, provide a return of at least 3 feet, to eliminate the “Texas town” style element.
 - C. Provide awnings on the rear elevation over the two other tenant spaces.
4. Landscape Plan
 - A. Provide landscape material, to be reviewed and approved by staff, for the east elevation, to break up the blank façade.
5. Eliminate the outlot free-standing sign.
6. The petitioner must address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments.
7. The center tenant of the outlot building is allowed two 50 square-foot signs.

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

Ord. No.
File No.

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 5th day of November, 2019.

City of Crystal Lake, an
Illinois municipal corporation

Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: November 5, 2019
Approved: November 5, 2019



Agenda Item No: 11

City Council Agenda Supplement

<u>Meeting Date:</u>	November 5, 2019
<u>Item:</u>	Church Street Apartments - Conceptual PUD review to convert the former Faith Lutheran High School and the Immanuel Lutheran buildings to multi-family residential. George Ieremciuc, petitioner Northwest corner of McHenry and Church Streets
<u>Recommendation:</u>	For Discussion Only
<u>Staff Contact:</u>	Michelle Rentzsch, Director of Community Development Elizabeth Maxwell, City Planner

Background

- The site is the former Immanuel Lutheran church, school and buildings. The school was sold to Faith Lutheran High School, which operated it until last year. The Immanuel Lutheran Church still holds services in the old church building on Saturday evenings for a small group. The Immanuel Lutheran School is now located off Pathway Court, this is also where they are holding their Sunday morning services.
- The site is currently zoned R-2 Single Family and R-3A Two Family. The main portion of the site is R-2 Single Family residential.

Conceptual Plan Highlights

- The project would provide 36 units with 28 units in the main school building and the remaining 8 units in the other three existing buildings. The project is proposed at a density 13.3 units to the acre.
- The site would remain largely unchanged. The petitioner would use the existing surface parking lot and residential driveways for the residents' parking needs. The developer would add some landscape to the site.
- The exterior of the buildings would also remain largely unchanged. The steeples on the church building would remain and be used creatively with the space.

PZC Discussion

- Several neighbors were present and spoke about the density and the possible traffic from the development.
- The PZC discussed the density. They also asked about the exterior changes to the building and site.
- The developer stated that to attract higher-end renters, certain amenities are required and these cost money. In order to recoup the costs a certain number of units are required. If fewer units were proposed, the units would need to be cheaper and that is not the kind of project he wants to do.
- The PZC was in favor of the development in concept and wanted the developer to look at the density.





Agenda Item No: 12

City Council Agenda Supplement

Meeting Date: November 5, 2019

Item: Immanuel Lutheran Church – Request to eliminate surety requirement for roadway and elimination of Final Plat of Subdivision condition for railroad relocation and intersection improvements.

Joe Gottemoller, ILC, attorney
300 Pathway Court

Recommendation: For discussion only

Staff Contact: Michelle Rentzsch, Director of Community Development
Abigail Wilgreen, City Engineer

Background:

- In 2006, Immanuel Lutheran Church received final plat of subdivision approval for a 4-lot subdivision: one lot for the school and future church and three lots along Main Street for future developments. The subdivision standards require a Letter of Credit or Bond be posted for the amount of any necessary public improvements associated with a plat of subdivision.
- When the subdivision was approved, the importance of the Teckler-Congress connection was discussed extensively. The Council regarded the connection as being necessary to allow better traffic flow and open opportunities for development of these lots. The minutes from the March 21, 2006 and March 20, 2007 City Council meetings are attached.
- As a result, to account for these parcels' contribution to a future railroad relocation along Main Street, the Church's subdivision approval had this condition:

7. Prior to any development approval of Lots 1, 2 or 3, the Congress Parkway connection will be secured as a public right-of-way. All of the benefited properties within the subdivision will pay their proportional fair share of the improvements.

- Consistent with the Council's approval of the Church's subdivision, the Church posted a Letter of Credit (LOC) held by Home State Bank for \$893,265.45 for the extension of Teckler Blvd to connect with Congress Parkway in the future, once the crossing was approved (intersection improvements). This does not include the costs for the railroad relocation improvement, which is required to be completed prior to the intersection improvements as outlined in condition #7

above. The City has held this LOC since then and the Church reports that the bank charges thousands per year in processing fees for this LOC.

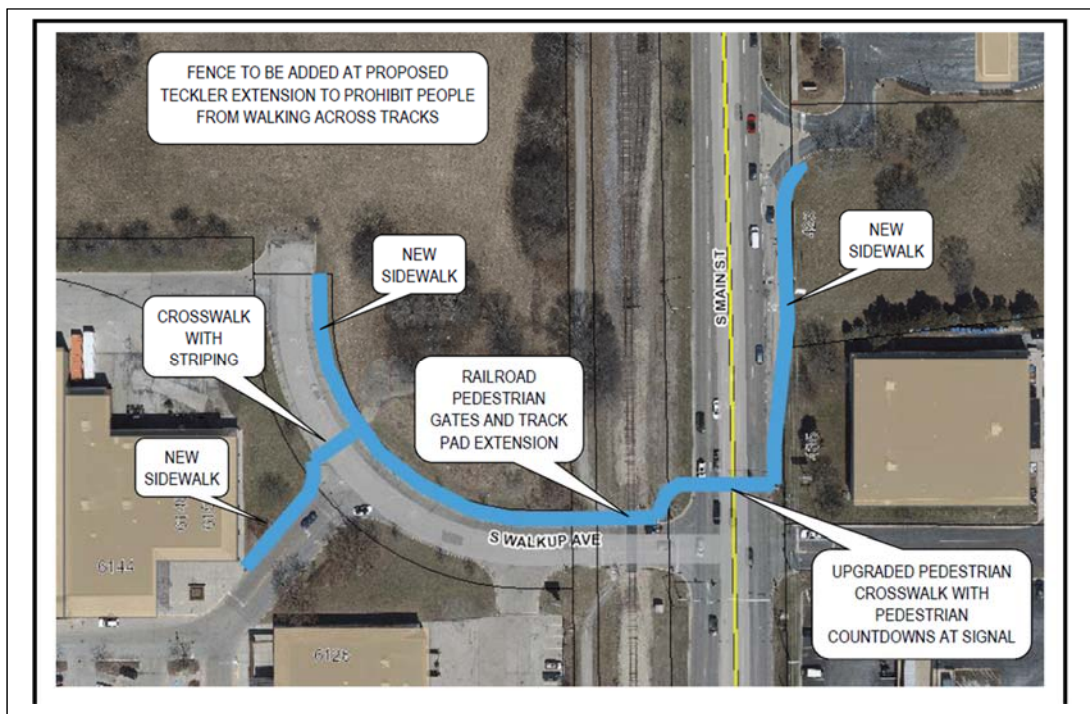
- As over thirteen years has elapsed and there has been no movement on the railroad relocation project that would cause Congress Parkway to connect with Teckler Boulevard, the Church is asking for an amended approval to release them from the LOC requirement and the “proportional fair share” requirement found in condition #7 mentioned above.

Area Improvements

- *Railroad Relocation:* Where Teckler Boulevard extends to Main Street, there is currently a Union Pacific storage yard that is proposed to be relocated to behind the City’s compost site off Main Street. One track would remain as required by the Union Pacific operations. The estimated cost, from 2016, is \$4.2 million.

Should the new storage yard in Woodstock be constructed, the existing Metra trains that are stored in downtown Crystal Lake will be moved to the new Woodstock Yard. The opportunity may then exist to use this area for the storage of trains that are currently stored near Teckler Boulevard.

- *Intersection Improvements:* Once the storage yard is relocated, Teckler Boulevard can extend to Main Street. The estimated cost, from 2016, to improve this intersection is \$3.2 million.
- *Pedestrian Improvements:* There is an immediate need to improve the pedestrian connectivity in the area. A proposed improvement to install a new sidewalk along the back entrance to the Jewel shopping center and add pedestrian accommodations to the signalized intersection would provide this much-needed link. The estimated cost is \$260,000.



The City continues to review conceptual plans for multi-family developments on the lots along Main Street. The most recent project presented by Bruce Oehlerking, the developer of Greenbrier Park Subdivision, shows the frontage along Main Street with a row of 12-unit buildings and the

remainder of the lots with twenty two 6-unit buildings for a total of 276 apartment units with garage parking on the first floor. This potential development as well as any type of development would greatly benefit from a pedestrian connection over Main Street to access the businesses and services on the east side of Main Street, just as the existing residential would benefit from this pedestrian connection.

Options to LOC Requirement:

The following outlines potential options:

OPTION	PROS	CONS
<p><i>1. No Changes/Keep As-Is:</i> Retain the LOC for the intersection improvement and the condition of approval requiring the fair share of the overall railroad relocation.</p>	<p>The LOC is the most secure guarantee.</p> <p>Fairly distributes the improvement costs to the original subdivider and future developers, lessening the burden on taxpayers.</p>	<p>The church incurs a cost to maintain the LOC annually.</p> <p>There is an unknown cost associated with the overall improvements, which could hinder development of these lots.</p> <p>If the LOC is the sole security, it does not represent the future cost of the overall project due to increases in the cost of construction.</p>
<p><i>2. Establishment of Special Service Area (SSA):</i> An SSA for the Church properties would be established now to cover future fair share expenses for the intersection and railroad relocation improvements.</p>	<p>Releases the Church’s financial burden of maintaining the LOC.</p> <p>Does not restrict or hinder development of the lots in the short term. The SSA taxes would be deferred until the improvements actually commenced.</p> <p>Provides a mechanism to index the SSA taxes to account for inflation.</p>	<p>Not as secure as the LOC.</p> <p>Any of the property owners could default on the SSA tax bill and the City may experience a shortfall in its expected contributions.</p> <p>The burden of payment might fall onto future owners rather than a developer.</p> <p>Could set a precedent for other developments which have or would be required to provide an LOC.</p>
<p><i>3. Construct Pedestrian Improvement:</i> The church would be required to pay for the new pedestrian improvements outlined above.</p>	<p>Provides for an immediate need for the entire area by filling in a missing pedestrian link and allows for safe pedestrian crossing to the Prairie Trail or shopping, health club, post office, etc.</p> <p>Subject to the Church’s agreement, the LOC could be used in part to pay for this improvement.</p>	<p>Releases the Church lots from the intersection improvements and railroad relocation at Congress.</p> <p>This approach may limit the City’s ultimate ability to effect the Congress-Teckler interconnection.</p>

Decision Points:

- 1) Is the SSA, option 2, a good surety option to allow the City to release the LOC requirement for the Church Subdivision?

Should option 2 be acceptable, the steps necessary to establish the SSA can commence, subject to the Church's written agreement to reimburse the City for the costs associated with such establishment. The SSA documents can memorialize that the SSA is established to satisfy condition #7 of the Final Plat of Subdivision approval. Upon formal establishment of the SSA, the LOC could be released by the City.

- 2) When to construct and who should contribute to the pedestrian connection, option 3, over Main Street at the back entrance of the Jewel Shopping center?

Should option 3 be acceptable, City staff can move forward in designing and constructing this crossing with reimbursement by the church.

Votes Required to Pass: For discussion only.



Agenda Item No: 13

City Council Agenda Supplement

Meeting Date: November 5, 2019

Item: Ordinance for Traffic Control in Woodlore Estates

Staff Recommendation: Motion to approve an Ordinance for Traffic Control for various intersections in the Woodlore Estates Subdivision.

Staff Contact: Abigail Wilgreen, City Engineer

Background:

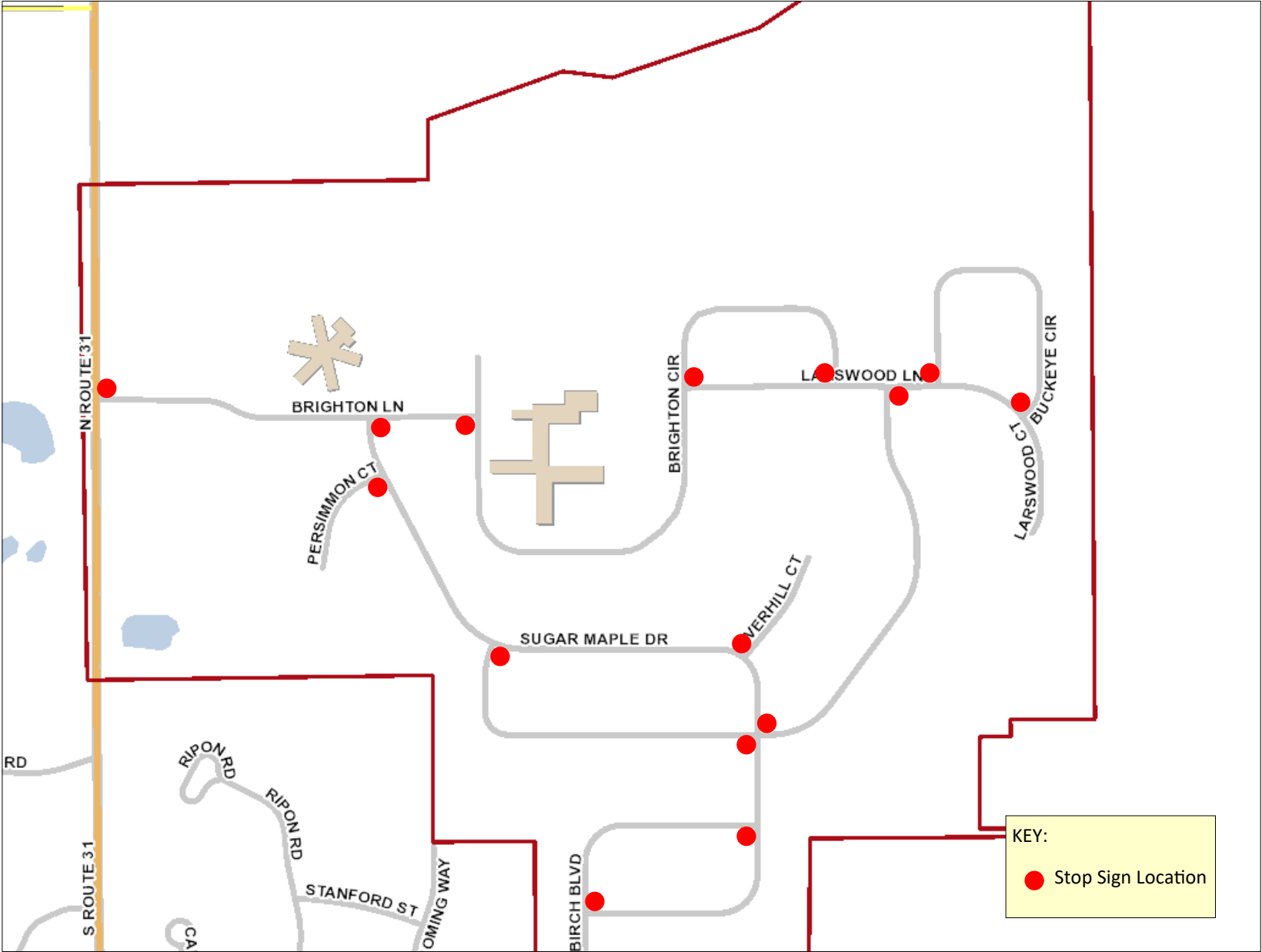
When new roads are constructed as part of a new development project, traffic control is needed at the road intersections. The attached ordinance will enact traffic control regulations at 37 intersections in the Woodlore Estates development. The attached ordinance meets the precepts and requirements of the Manual of Traffic Control Devices (MUTCD), whereby minor streets forming a tee intersection with major streets, collectors, arterials, and some four-way intersections, will provide stop-controlled measures.

Votes Required to Pass:

Simple majority vote.

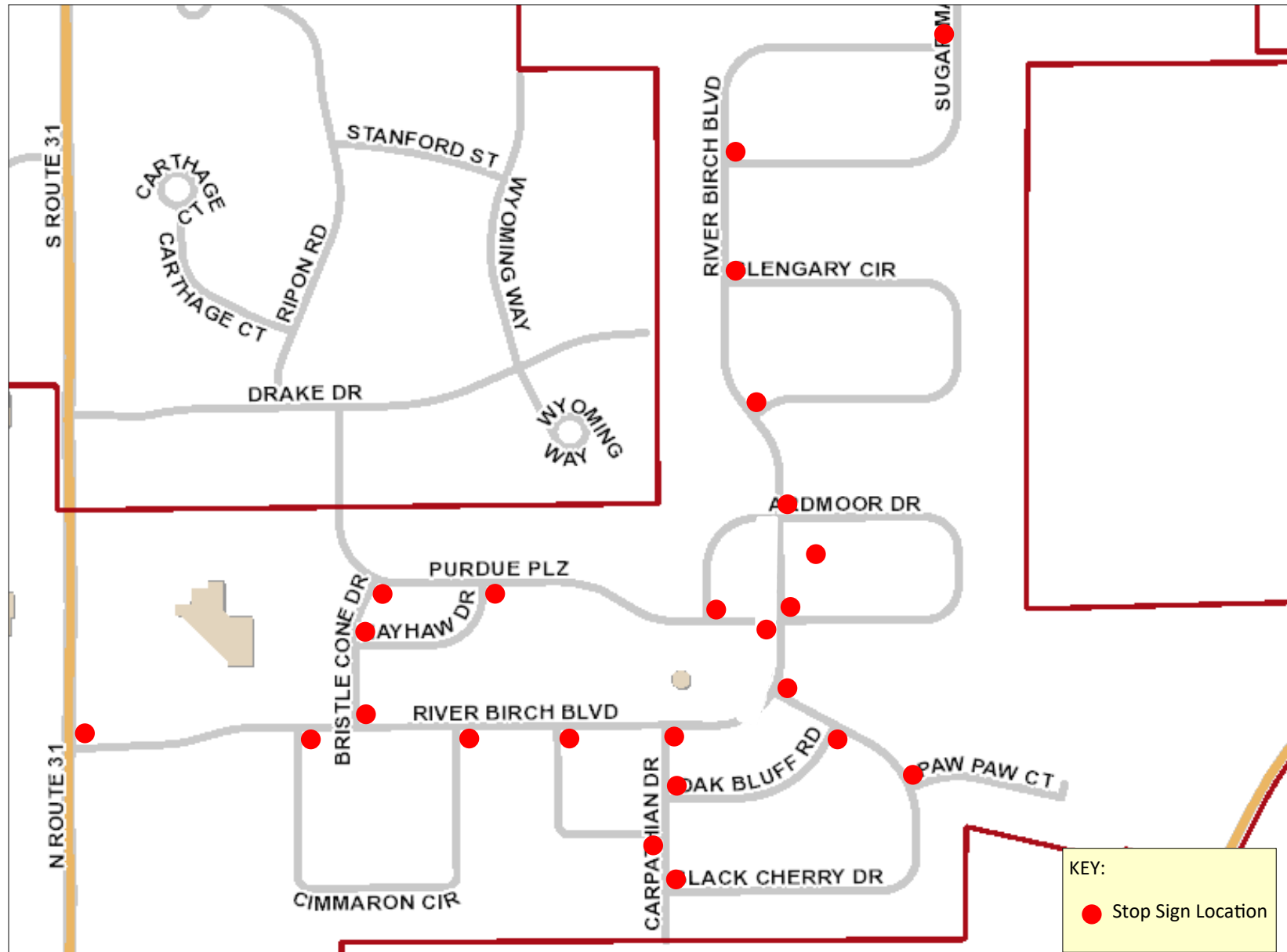
Woodlore Estates Subdivision - north section

Stop Sign Ordinance Locations



Woodlore Estates Subdivision - south section

Stop Sign Ordinance Locations



DRAFT



The City of Crystal Lake Illinois

**AN ORDINANCE FOR TRAFFIC CONTROL IN THE
WOODLORE ESTATES SUBDIVISION**

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

SECTION I: All traffic proceeding in a westerly direction on River Birch Boulevard shall stop at the intersection of Illinois Route 31 and River Birch Boulevard before continuing.

SECTION II: All traffic proceeding in a southerly direction on Bristle Cone Drive shall stop at the intersection of River Birch Boulevard and Bristle Cone Drive before continuing.

SECTION III: All traffic proceeding in a westerly direction on Mayhaw Drive shall stop at the intersection of Bristle Cone Drive and Mayhaw Drive before continuing.

SECTION IV: All traffic proceeding in a northerly direction on Bristle Cone Drive shall stop at the intersection of Purdue Plaza and Bristle Cone Drive before continuing.

SECTION V: All traffic proceeding in a northerly direction on Mayhaw Drive shall stop at the intersection of Purdue Plaza and Mayhaw Drive before continuing.

SECTION VI: All traffic proceeding in a northerly direction on Cimmaron Circle shall stop at the western intersection of River Birch Boulevard and Cimmaron Circle before continuing.

SECTION VII: All traffic proceeding in a northerly direction on Cimmaron Circle shall stop

at the eastern intersection of River Birch Boulevard and Cimmaron Circle before continuing.

SECTION VIII: All traffic proceeding in a northerly direction on Honey Locust Drive shall stop at the intersection of River Birch Boulevard and Honey Locust Drive before continuing.

SECTION IX: All traffic proceeding in an easterly direction on Honey Locust Drive shall stop at the intersection of Carpathian Drive and Honey Locust Drive before continuing.

SECTION X: All traffic proceeding in a northerly direction on Carpathian Drive shall stop at the intersection of River Birch Boulevard and Carpathian Drive before continuing.

SECTION XI: All traffic proceeding in a westerly direction on Black Cherry Drive shall stop at the intersection of Carpathian Drive and Black Cherry Drive before continuing.

SECTION XII: All traffic proceeding in a westerly direction on Oak Bluff Road shall stop at the intersection of Carpathian Drive and Oak Bluff Road before continuing.

SECTION XIII: All traffic proceeding in a westerly direction on Paw Paw Court shall stop at the intersection of Black Cherry Drive and Paw Paw Court before continuing.

SECTION XIV: All traffic proceeding in a northeasterly direction on Oak Bluff Road shall stop at the intersection of Black Cherry Drive and Oak Bluff Road before continuing.

SECTION XV: All traffic proceeding in a northwesterly direction on Black Cherry Drive shall stop at the intersection of River Birch Drive and Black Cherry Drive before continuing.

SECTION XVI: All traffic proceeding in an easterly direction on Purdue Plaza shall stop at the intersection of River Birch Boulevard and Purdue Plaza before continuing.

SECTION XVII: All traffic proceeding in a westerly direction on Ardmoor Drive shall stop at the southern intersection of River Birch Boulevard and Ardmoor Drive before continuing.

SECTION XVIII: All traffic proceeding in a southerly direction on Ardmoor Drive shall stop at the intersection of Purdue Plaza and Ardmoor Drive before continuing.

SECTION XIX: All traffic proceeding in an easterly direction on Ardmoor Drive shall stop at the northern intersection of River Birch Boulevard and Ardmoor Drive before continuing.

SECTION XX: All traffic proceeding in a westerly direction on Ardmoor Drive shall stop at the northern intersection of River Birch Boulevard and Ardmoor Drive before continuing.

SECTION XXI: All traffic proceeding in a westerly direction on Glengary Circle shall stop at the southern intersection of River Birch Boulevard and Glengary Circle before continuing.

SECTION XXII: All traffic proceeding in a westerly direction on Glengary Circle shall stop at the northern intersection of River Birch Boulevard and Glengary Circle before continuing.

SECTION XXIII: All traffic proceeding in a westerly direction on Sugar Maple Drive shall stop at the southern intersection of River Birch Boulevard and Sugar Maple Drive before continuing.

SECTION XXIV: All traffic proceeding in an easterly direction on River Birch Boulevard shall stop at the northern intersection of Sugar Maple Drive and River Birch Boulevard before continuing.

SECTION XXV: All traffic proceeding in an easterly direction on Williamsbury Drive shall stop at the southern intersection of Sugar Maple Drive and Williamsbury Drive before continuing.

SECTION XXVI: All traffic proceeding in a westerly direction on Williamsbury Drive shall stop at the southern intersection of Sugar Maple Drive and Williamsbury Drive before continuing.

SECTION XXVII: All traffic proceeding in a northerly direction on Williamsbury Drive shall stop at the northern intersection of Sugar Maple Drive and Williamsbury Drive before continuing.

SECTION XXVIII: All traffic proceeding in a southwesterly direction on Overhill Court shall stop at the intersection of Sugar Maple Drive and Overhill Court before continuing.

SECTION XXIX: All traffic proceeding in a northeasterly direction on Persimmon Court shall stop at the intersection of Sugar Maple Drive and Persimmon Court before continuing.

SECTION XXX: All traffic proceeding in a northerly direction on Sugar Maple Drive shall stop at the intersection of Brighton Lane and Sugar Maple Drive before continuing.

SECTION XXXI: All traffic proceeding in a westerly direction on Larswood Lane shall stop at the eastern intersection of Brighton Circle and Larswood Lane before continuing.

SECTION XXXII: All traffic proceeding in a southerly direction on Brighton Circle shall stop at the western intersection of Brighton Circle and Larswood Lane before continuing.

SECTION XXXIII: All traffic proceeding in a northerly direction on Williamsbury Drive shall stop at the intersection of Larswood Lane and Williamsbury Drive before continuing.

SECTION XXXIV: All traffic proceeding in a southerly direction on Buckeye Circle shall stop at the western intersection of Larswood Lane and Buckeye Circle before continuing.

SECTION XXXV: All traffic proceeding in a southerly direction on Buckeye Circle shall stop at the eastern intersection of Larswood Lane and Buckeye Circle before continuing.

SECTION XXXVI: All traffic proceeding in an easterly direction on Brighton Lane shall stop at the intersection of Brighton Circle and Brighton Lane before continuing.

SECTION XXXVII: All traffic proceeding in a westerly direction on Brighton Lane shall stop at the intersection of Illinois Route 31 and Brighton Lane before continuing.

SECTION XXXVIII: That suitable signs and markers shall be erected.

SECTION XXXIX: That any person, firm, or corporation violating any provision of this Ordinance shall be fined in accordance with Chapter 1, Article II providing for General Penalty Provision in the Code of Ordinances of the City of Crystal Lake, Illinois.

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

and approval as provided by law.

SECTION XLI: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 5th day of November, 2019.

APPROVED:

MAYOR

SEAL

ATTEST:

CITY CLERK

PASSED: November 5, 2019

APPROVED: November 5, 2019

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



Agenda Item No: 14

City Council Agenda Supplement

<u>Meeting Date:</u>	November 5, 2019
<u>Item:</u>	Ordinance Amending City Code Chapter 630: Watershed and Text Amendment for the Crystal Lake Watershed Implementation Plan
<u>Recommendation:</u>	Discussion Only
<u>Staff Contact:</u>	Michael Magnuson, Director of Public Works Abigail Wilgreen, City Engineer

Background:

In 1975, a watershed ordinance/manual was enacted for the Crystal Lake Watershed with the purpose of suggesting to the City a ways and means of regulating the growth of the City while at the same time preserving the quality of the lake water and the natural beauty of the lake and its surroundings. The lake is an unusual lake in that its waters are renewed laterally, from underground sources, rather than from streams flowing across the surface and emptying into the lake from above.

The 1975 ordinance remained relatively unchanged until the Crystal Lake Stormwater Management Design Manual was adopted in November of 2007 (2007 manual). The objectives of this manual were similar to the 1975 manual but not only had the watershed evolved and progressed, stormwater management technology had as well.

While the 2007 manual is well thought out, it focuses only on new development and expansion of existing commercial development. Requirements for existing developed neighborhoods around the lake that were platted decades ago (“existing residential areas”) are not included in the 2007 manual. To maintain the intent of the 2007 manual within existing residential areas, a general policy was developed shortly after the adoption of the 2007 manual that required infiltration trenches be installed with any new impervious coverage over 300 square feet.

While this existing policy for existing residential areas has generally been working, over the last few years enhancements to the City’s policy have been identified. During the various stormwater public meetings held in 2017 and 2018, a recurring comment was to improve how the City addresses improvements that add new impervious area in these existing residential areas as the perception is that adding impervious area in the watershed causes harm to surrounding properties.

After the public meetings, staff took a deep look into the existing policy and reviewed practices by other communities, obtained feedback from local contractors and homebuilders, and utilized technical expertise to identify ways to improve current practices. Many options were explored with long-term maintenance concerns, enforcement and financial hardships taken into account when developing the enhanced requirements. Staff also felt it was important to incorporate the existing soil type on the property to ensure water would be able to drain into the ground within 72 hours thus minimizing standing water and mosquitos.

The *Enhanced Policy* will:

- Provide an improved infiltration trench detail which incorporates an underground chamber that provides stormwater storage above the water table and surface drainage inlets to serve as cleanouts and location identifiers;
- Account for the existing lot size (i.e., larger lots could be allowed more impervious surface coverage before triggering requirements as impacts to surrounding properties is less);
- Utilize an easy to use “calculator” to determine the size of infiltration trench based on the size of the project and soil type (which determines how well a site drains); and
- Require the infiltration trench be located within a recorded easement area to identify the location of the trench for future property owners and details perpetual maintenance responsibilities.

This policy would also apply to homes that are torn down and rebuilt within the watershed and would still be required as stormwater projects are constructed to ensure the quality and quantity of water reaching the lake is maintained.

Potential Impacts

On average, approximately 2% of the building permits issued annually are for homes in the existing residential area of the watershed. Of these permits, approximately 53% add new impervious to their lot with the improvement. If no new impervious is added with the improvement, the watershed requirements do not apply.

Staff reviewed the existing residential area permits that were issued in 2016, 2017 and 2018 and added impervious and applied the new enhanced requirements to review the impacts to these property owners should the new enhanced policy be utilized.

The following provides a summary:

Year	Total Building Permits Issued Each Year	Total Building Permits Issued in Watershed That Added Impervious	Requirements With New Enhanced Policy		
			Same	Reduced	Additional
2016	2,714	1.4%	48.6%	21.7%	29.7%
2017	3,132	1.2%	55.3%	15.8%	28.9%
2018	2,844	0.8%	54.2%	16.7%	29.1%

Of the improvements which would have seen a reduction in requirements, the homeowner would have saved on average \$200-\$250. Of the improvements which would have seen additional requirements, on average it would add about \$1,500 as most now required a new trench drain

where one was not required in the past. There are some exceptions for people located in areas where poor soils exist and water will not drain into the ground. This area is generally south of the lake in the Country Club area with a few pocketed areas to the north and west of the lake. These residents would need to work closely with City staff to find an appropriate solution on a case-by-case basis.

Chapter 630, Watershed, Proposed Changes

The proposed changes to Chapter 630 of the City Code removes redundant information that is covered in other sections of the City Code, references appropriate development standards, and references the new policy.

The City's special counsel has reviewed the proposed changes to this ordinance. Upon Council direction, staff will host a public meeting to discuss the proposed changes with the intent of presenting the City Code changes for approval afterwards. Pending approvals and positive public feedback, staff is hopeful that the enhanced policy and ordinance approval would take effect January 1, 2020.

Votes Required to Pass:

Discussion Only



Agenda Item No: 15

**City Council
Agenda Supplement**

Meeting Date: November 5, 2019

Item: Local Agency Agreement for financial participation with the Regional Transportation Authority for a Transit Oriented Development Plan around the Crystal Lake and Pingree Road Metra Stations.

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute the Local Agency Agreement for financial participation with the Regional Transportation Authority (RTA) for the Transit Oriented Development Plan (TOD).

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

Background:

- The City applied for a grant for Local Technical Assistance through the RTA's grant program. Transit Oriented Development plans were one of the eligible projects and Crystal Lake was awarded the grant based on our need for a TOD plan with two Metra stops in our community.

Transit Oriented Development has been a growing trend in creating vibrant, livable, and sustainable developments. Also known as TOD, it's the creation of compact, walkable, pedestrian-oriented, mixed-use developments centered around high quality train systems. *This creates an opportunity for Crystal Lake to leverage our enviable position of having two Metra train stations in the center of our community.*

- Four major principles of a TOD plans are mixed land uses, transit, walkability, and density. The proposed TOD plan will help staff guide appropriate development in the area of the City's two train stations with acceptable densities and product style to support the market, leverage the benefits of the two trains stations for attractive and vibrant developments.
- The TOD plan would include a study area as depicted on the attached exhibit and generally encompasses the downtown and Pingree Road Metra stations and the surrounding developable parcels.

POTENTIAL COMPONENTS OF TRANSIT ORIENTED DEVELOPMENT

- Walkable design with pedestrians as the highest priority
- Train station as prominent feature of town center
- Public square fronting train station
- A regional node containing a mixture of uses in close proximity (office, residential, retail, civic)
- High density, walkable district within 10-minute walk circle surrounding train station
- Collector support transit systems including streetcar, light rail, and buses, etc.
- Designed to include the easy use of bicycles and scooters as daily support transport
- Large ride-in bicycle parking areas within stations
- Bikeshare rental system and bikeway network integrated into stations
- Specialized retail at stations serving commuters and locals including cafes, grocery, dry cleaners

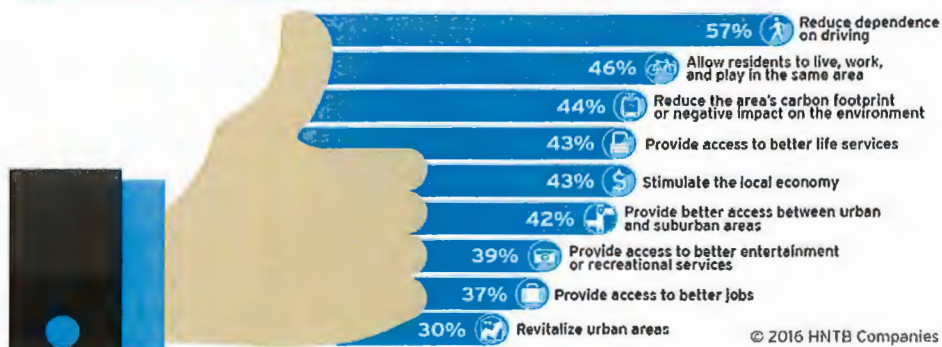


BENEFITS OF TRANSIT ORIENTED DEVELOPMENT

- Higher quality of life with better places to live, work, and play
- Greater mobility with ease of moving around
- Increased transit ridership
- Reduced traffic congestion, car accidents and injuries
- Reduced household spending on transportation, resulting in more spendable income
- Healthier lifestyle with more walking, and less stress
- Higher, more stable property values
- Increased foot traffic and customers for area businesses
- Reduced incentive to sprawl, increased incentive for compact development
- Less expensive than building roads and sprawl
- Enhanced ability to maintain economic competitiveness

BENEFITS OF TRANSIT ORIENTED DEVELOPMENT

Americans believe transit oriented development provides an array of benefits ranging from lifestyle to environmental to economic.



Scope of Work:

- The goal of this TOD Plan is to create a shared vision for two station areas in Crystal Lake, Illinois.
- The first, Crystal Lake Metra Station, will consider the surrounding neighborhoods, existing transportation access, and market to create a downtown that is a welcoming and active meeting place for residents and visitors.
- The second, the Pingree Road Metra Station will offer a strategy for undeveloped land including zoning changes.
- This TOD plan will create an updated vision that will further enhance development in the areas and support greater use of land surrounding the City's two Metra commuter stations.
- The selected consultant will complete the following tasks:
 - Task One: Project Initiation and Steering Committee Project Kickoff
 - Task Two: Data Collection, Analysis of Conditions, and Review of Existing Plans
 - Task Three: Land Use and Zoning Analysis
 - Task Four: Transportation and Accessibility Analysis
 - Task Five: Market Analysis
 - Task Six: Implementation Strategies – Plans and Policies
 - Task Seven: Public Outreach and Participation
 - Task Eight: Draft Crystal Lake and Pingree Road Station Strategic Action Plan
 - Task Nine: Final Crystal Lake and Pingree Road Station Strategic Action Plan

Costs:

- The RTA is estimating a project total of \$150,000. This total is based on the Scope of Work, which is attached. This is an estimated budget. The actual costs would be based on the proposals received.
- The City's share of this matching grant is 20% or \$30,000. This is payable at the completion of the project and receipt of all deliverables, which is anticipated to be next year. The dollar amount is a maximum and is based on the estimated budget, but could be less depending on the proposals received.

Votes Required to Pass:

A simple majority vote.

Exhibit A

Proposed TOD Boundary



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RESOLUTION

Resolution authorizing applications for and execution of a Technical Assistance Agreement under the Regional Transportation Authority's general authority to make such Grants.

Whereas, the Regional Transportation Authority (the "Authority"), is authorized to study public transportation topics and developments; and to conduct, in cooperation with other public and private agencies, such studies; and

Whereas, the City of Crystal Lake (the "City") is an Illinois home rule municipality pursuant to Article VII of the Illinois Constitution; and

Whereas, the Authority has the power to expend funds for use in connection with these studies, and

Whereas, the Authority has the power to make and execute all contracts and other instruments necessary or convenient to the exercise of its powers, and

Whereas, approval for said funds will impose certain financial obligations upon the City of Crystal Lake, IL in the amount of 20% (\$30,000 estimated) of the not to exceed project budget to be determined by the Authority and 100% of any amount that exceeds the not to exceed, set at \$150,000.

Whereas the consultants retained in connection to the project shall be selected pursuant to a competitive bidding process.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE CITY OF CRYSTAL LAKE, IL:

Section 1. The preambles of this Resolution are hereby incorporated into this text as if set out herein in full.

Section 2. That the City Manager is authorized to execute and file applications on behalf of the City of Crystal Lake with the Regional Transportation Authority for a Technical Assistance Agreement for the Crystal Lake and Pingree Road Transit-Oriented Development Plan.

Section 3. That the City Manager is authorized to furnish such additional information, assurances, certifications and amendments as the Regional Transportation Authority may require in connection with this Technical Assistance Agreement application.

Section 4. That the City Manager is authorized and directed on behalf of the City of Crystal Lake, IL to execute and deliver grant agreements and all subsequent amendments thereto between the City and the Regional Transportation Authority for technical assistance grants.

Section 5. That the City Manager is authorized and directed to take such action as is necessary or appropriate to implement, administer and enforce said agreements and all subsequent amendments thereto on behalf of the City of Crystal Lake, IL.

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is hereby authorized and directed to execute an agreement with The Authority, for a Technical Assistance Agreement in an amount not to exceed \$30,000.

DATED this 5th day of November, 2019.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL
ATTEST

CITY CLERK

PASSED:
APPROVED:



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date: November 5, 2019

Item: Clear Southern Rock Salt Bid

Staff Recommendation: Motion to award the bid for the purchase and delivery of clear southern rock salt to the lowest responsive, responsible bidder, Midwest Salt, and to adopt a resolution authorizing the City Manager to execute a one-year contract with Midwest Salt for clear southern rock salt in the amount bid.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On October 25, 2019, the City of Crystal Lake publicly opened and read aloud the bids received for a one-year contract for the purchase and delivery of clear southern rock salt. Bidders were afforded the option to bid on an additional year. Clear rock salt is used daily at the City's water treatment plants to meet Illinois Environmental Protection Agency (IEPA) drinking water standards through the water softening process. The City expects to use approximately 3,500 tons of rock salt during the term of this contract.

The following is a breakdown of the bids received:

Bidder	Base Year 2020 (per ton)	Optional Year 2021 (per ton)
√ Midwest Salt West Chicago, IL	\$106.00	No Bid
Compass Minerals America Inc. Overland Park, KS	\$106.50	\$109.50
Morton Salt Chicago, IL	No Bid	No Bid

√ Indicates recommended lowest responsive and responsible bidder

Discussion:

Midwest Salt submitted the lowest bid price for clear southern rock salt. The delivery of this product will begin in 2020. The City's current contract price is \$101.00 per ton.

Recommendation:

The Public Works Department has reviewed the bid received for completeness and accuracy. Midwest Salt has provided salt to the City of Crystal Lake in past years and they have been a responsive supplier. It is staff's recommendation to award a one year contract for clear southern rock salt to the lowest responsive and responsible bidder, Midwest Salt, in the amount of \$106.00 per ton. Funds are budgeted for this purchase.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a one-year contract between the City of Crystal Lake and Midwest Salt for the provision of clear southern rock salt in the amounts bid.

DATED this 5th day of November, 2019

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: November 5, 2019
APPROVED: November 5, 2019



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date:

November 5, 2019

Item:

Liquid Aluminum Sulfate (Alum) Purchase

Staff Recommendation:

Motion to award the bid for the purchase and delivery of liquid aluminum sulfate to the lowest responsive, responsible bidder, USALCO, and adopt a resolution authorizing the City Manager to execute a one-year contract with USALCO for liquid aluminum sulfate in the submitted bid amount.

Staff Contact:

Michael Magnuson, Director of Public Works

Background:

On October 23, 2019, the City of Crystal Lake publicly opened and read aloud the bids received for the purchase of liquid aluminum sulfate (alum) for the Public Works Department. Alum is used at the City's two wastewater treatment plants for phosphorous and barium removal as required by each facility's National Pollution Discharge Elimination System (NPDES) permit. In 2018, the City used approximately 143,746 gallons of alum at both wastewater facilities.

The following is a breakdown of the bids received per dry ton:

Company	Bid (2020)
√ USALCO Baltimore, MD	\$312.05
Alexander Chemical Corporation Peru, IL	\$329.00
Univar USA Kent, WA	\$365.59
Chemtrade Chemicals Parsippany, NJ	\$555.00

√ Indicates recommended lowest responsive bidder.

Discussion:

USALCO submitted the lowest bid price for alum. The delivery of this product will begin in 2020. The City's current contract price is \$330.00 per dry ton. The new contract is a cost decrease. Fiscal Year 2019/2020 budget funds are available for this purchase.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is the recommendation of staff to award the one-year contract for the purchase and delivery of alum to the lowest responsible, responsive bidder, USALCO, in the submitted bid amount.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a one-year contract for the purchase of liquid aluminum sulfate (alum) to the lowest responsive, responsible bidder, USALCO, in the submitted bid amount.

DATED this 5th day of November, 2019.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: November 5, 2019

APPROVED: November 5, 2019



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date: November 5, 2019

Item: Wastewater Treatment Plant #2 Liquid Aluminum Sulfate (Alum) Underground Storage Tank (UST) Replacement Project

Staff Recommendation: Motion to award the bid for the Wastewater Treatment Plant #2 alum underground storage tank (UST) replacement Project to the lowest responsive, responsible bidder, Keno and Sons Construction Company, and adopt a resolution authorizing the City Manager to execute a contract with Keno and Sons Construction Company in the submitted bid amount with a 10% contingency for unforeseen expenses.

Staff Contact: Michael Magnuson, P.E., Director of Public Works

Background:

On October 29, 2019, the City of Crystal Lake publicly opened and read aloud the bids received for the Wastewater Treatment Plant #2 alum UST Replacement Project. The following are the bid results:

Bidder	Base Bid
√ Keno and Sons Construction Lake Bluff, IL	\$229,000.00
Stenstrom Rockford, IL	\$297,840.00

√ Indicates the lowest responsive and responsible bidder

Discussion:

The Fiscal Year 2020 budget includes the capital project to replace the existing alum UST and feed piping at Wastewater Treatment Plant #2. The existing tank and feed piping was placed in service in 1973 (46 years old) and needs to be replaced. Liquid alum is distributed to various points in the treatment process to reduce phosphorus and barium in the wastewater effluent to meet Illinois Environmental Protection Agency (IEPA) permit requirements.

The new tank will hold 15,000 gallons of aluminum sulfate, which is an increase from the current tanks which holds 12,000 gallons. The upgraded equipment will allow staff to more effectively monitor daily product use, provide for leak detection, while also improving record keeping abilities.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Keno and Sons Construction Company has submitted the lowest responsive and responsible bid per the specifications. The Public Works Department staff has used Keno and Sons Construction Company for other projects with satisfactory results. It is the recommendation of staff to award the bid to the lowest responsive, responsible bidder, Keno and Sons Construction Company, for the Wastewater Treatment Plant #2 alum UST project. There are sufficient funds in the FY 2019/2020 Budget for this expense.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract between the CITY OF CRYSTAL LAKE and Keno and Sons Construction Company for the Wastewater Treatment Plant #2 Aluminum Sulfate Underground Storage Tank Replacement Project in the submitted bid amounts, with a 10% contingency.

DATED this 5th day of November, 2019.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: November 5, 2019
APPROVED: November 5, 2019