



CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING
City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
December 15, 2020
7:00 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – December 1, 2020 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. **5211 Mt. Thabor Road – County Zoning Request**
 - b. **Piper Court Parking Restriction**
 - c. **Administrative Approval of Extension of Outdoor Seating Areas and Ordinance Extending Authority of the Liquor Commissioner to Amend Liquor Licenses to allow for Temporary Expansion or Creation of Outdoor Seating Areas for the Sale and Consumption of Alcohol**
 - d. **Special Service Area Number 47 Tax Levy**
 - e. **Special Service Area Number 43, Crystal Heights Subdivision Abatement**
 - f. **Special Service Area Number 44, Tracy Trail Subdivision Property Tax Abatement**
 - g. **General Obligation Bond, Series 2012 Abatement**
 - h. **General Obligation Bond, Series 2013A Abatement**
 - i. **General Obligation Bond, Series 2014 Abatement**
 - j. **General Obligation Bond, Series 2019 Abatement**
10. **Hughes, 305 Dearborn Court – Final Plat of Subdivision to reconfigure lot lines for 305 and 315 Dearborn Court and Variation to allow a lot width of 14.96 feet for Lot 2, a Final Planned Unit Development to allow two buildings on a zoning lot and a deferral of sidewalk installation along Dearborn Court**
11. **Doherty, 791 North Shore Drive – Variation for Article 4 Section 4-700 3b to allow a 4-foot fence with a 0-foot setback instead of the required 5-foot setback in a yard abutting a street**

- 12. Macias, 1000 McHenry Avenue – Final Planned Unit Development (PUD) Amendment to allow a banquet use and alterations to the approved plans**
- 13. Pingry Place HOA, Woodstock Street and Grant Street – Pingry Place Planned Unit Development Amendment Update – Façade Improvements**
- 14. Illinois Joint Purchasing Requisition for Road Salt**
- 15. Bid Award – Building Mechanical Systems Maintenance and Repair Service Contract**
- 16. Property Tax Levy Ordinance/Truth in Taxation Public Hearing**
- 17. Council Inquiries and Requests**
- 18. 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**
- 19. Reconvene to Regular Session**
- 20. 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: December 15, 2020

Item: COUNTY ZONING REQUEST
Ashley L. Kockler-Szatkowski
5211 Mt. Tabor Road

Recommendation: City Council's discretion.
a) Motion to object to the proposed rezoning from A-1 Agriculture District to A-2 Agriculture District, directing staff to proceed with an objection to the County Hearing Officer.
b) No action.

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

Background:

- As is customary with County Zoning requests within the City's mile and a half planning jurisdiction, the City received notice of this request.
- The property in question consists of approximately 14 acres. The proposed home lot will be five of the 14 acres and is currently zoned "A-1" Agriculture District. Currently, the property is improved with a single-family house and farm structures.

Request:

- The petitioner is proposing to rezone a portion of the property to "A-2" Agriculture District so they can build a new home to replace the existing home on the property.
- The property does not meet the County's Zoning District requirements for lot size for the "A-1" zoning district and must rezone to "A-2" to build a new structure.
- The property is not within the Crystal Lake Watershed and staff does not have any concerns with this request.

Votes Required to Pass: A simple majority.



Agenda Item No: 9b

City Council Agenda Supplement

<u>Meeting Date:</u>	December 15, 2020
<u>Item:</u>	Piper Court Parking Restriction
<u>Staff Recommendation:</u>	Motion to adopt an Ordinance making it unlawful to park any vehicle on the southern 15 feet of Piper Court.
<u>Staff Contact:</u>	Michael P. Magnuson, Director of Public Works and Engineering

Background:

A concern was brought to the City's Traffic Safety Committee by the Windham Cove Homeowners' Association (HOA) board about parking on Piper Court. At the southern end of Piper Court, a paved area provides an emergency egress to Ackman Road. The emergency egress was put in with the Rakow Road improvement in 2012 so that fire apparatus could exit the area more easily than backing down Piper Court. There is a chain across the emergency egress that blocks normal access. The HOA board is concerned about people, chiefly their residents, parking and blocking the emergency egress. They have requested that a No Parking Zone be established at the end of Piper Court to ensure that parked cars do not block the emergency egress.



Recommendation:

The Committee reviewed the request and recommends establishing a No Parking Zone on the southern 15 feet of Piper Court. This will ensure that parking will not be permitted across the emergency egress.

Votes Required to Pass:

Simple majority.

DRAFT



**AN ORDINANCE PROHIBITING
PARKING ON A PORTION OF PIPER COURT**

ORDINANCE

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

SECTION I: That it shall be unlawful to park any vehicle on the southern 15 feet of Piper Court.

SECTION II: 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 III: That suitable signs and markers shall be erected.

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

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

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DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST:

City Clerk

PASSED: December 15, 2020

APPROVED: December 15, 2020

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



Agenda Item No: 9c

**City Council
Agenda Supplement**

Meeting Date: December 15, 2020

Item: Administrative Approval Extension of Outdoor Seating Areas and Ordinance Extending the Authority of the Liquor Commissioner to Amend Liquor Ordinances to allow for Temporary Expansion or Creation of Outdoor Seating Areas for the Sale and Consumption of Alcohol

Recommendation:

- 1) Motion to approve an extension of the administrative approvals for outdoor seating areas on private and public property through August 31, 2021.
- 2) Motion to adopt an Ordinance authorizing the Liquor Control Commissioner to amend liquor licenses in order to allow for temporary expansion or creation of outdoor seating areas for the sale and consumption of alcoholic liquor through August 31, 2021.

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

Background:

On May 27, 2020, the City Council adopted a Resolution approving the expansion of restaurant and bar outdoor seating areas via an administrative approval process. In addition, the City Council approved an Ordinance that authorized the Liquor Commissioner to temporarily amend liquor licenses for restaurants and bars to permit the sale and consumption of liquor in new or expanded outdoor seating areas. This temporary authority was granted in order to assist holders of liquor licenses that permit on-premises consumption to address social distancing requirements and other restrictions imposed by Executive Orders issued by Governor Pritzker.

Since then, 32 restaurants and bars have established or expanded existing outdoor seating areas to meet their needs during these unprecedented times. The May 27th approval provided that the temporary amendments would expire no later than October 31, 2020. On September 15, 2020, the City Council adopted an Ordinance extending the expiration date of the temporary amendments to December 31, 2020.

Although Governor Pritzker's Executive Order 2020-43 initially lifted some of the restrictions relating to on-premises consumption of food and beverages, on November 18, 2020 the Governor issued Executive Order 2020-73 which provided that indoor, on-premises consumption of food and beverages would not be allowed at restaurants and bars but specifically authorized outdoor on-premises consumption.

In light of the recent COVID-19 surges and the expectation that the Governor's Executive Orders will continue to be re-issued or modified on a monthly basis during the pandemic, Staff believes that it would be appropriate to extend the expiration date of temporary license amendments through August 31, 2021.

As the weather continues to be relatively mild in December and could continue that way for most of winter, bar and restaurant owners have contacted the City about extending their outdoor seating areas as long as feasible. To allow the maximum flexibility, it is suggested that the approval be extended through August 31, 2021. The newly created or expanded outdoor seating areas would only be allowed to be occupied if not prohibited by further Executive Orders of the Governor and only during such period that social distancing requirements remain in place. The attached Ordinance further provides that the temporary outdoor seating areas must be removed upon: (1) social distancing requirements being lifted, (2) the expiration of any temporary license period but in any event not later than August 31, 2021, or, (3) the order of the Liquor Commissioner.

Votes Required to Pass:

Simple majority vote.

DRAFT



Ord. No.
File No.

The City of Crystal Lake Illinois

ORDINANCE EXTENDING THE AUTHORITY OF THE LIQUOR CONTROL COMMISSIONER TO AMEND LIQUOR LICENSES IN ORDER TO ALLOW FOR TEMPORARY EXPANSION OR CREATION OF OUTDOOR SEATING AREAS FOR THE SALE AND CONSUMPTION OF ALCOHOLIC LIQUOR

WHEREAS, Chapter 329 of the City Code sets forth classifications for the licensing of establishments for the sale of alcoholic liquor

WHEREAS, certain license classifications which allow for on premises consumption of alcoholic liquor provide that the premises upon which such alcoholic liquor may be sold and consumed may include outdoor seating within “open unroofed areas”, subject to certain conditions set forth within each such license classification, and

WHEREAS, approval of each of the outstanding liquor licenses issued within such classifications was premised upon information submitted and reviewed by the City Council and the Liquor Control Commissioner detailing the patron seating area, including the location and dimensions of outdoor seating areas for patrons; and

WHEREAS, as a result of the COVID-19 pandemic, Governor Pritzker issued a proclamation, on March 9, 2020, declaring all counties within the State of Illinois as disaster areas;

WHEREAS, Governor Pritzker has issued proclamations declaring continuing disasters related to COVID-19 each month thereafter; and

WHEREAS, in conjunction with issuance of the disaster proclamations Governor Pritzker issued Executive Orders 5 and 8 which prohibited on-premises consumption of food and

beverages at restaurants and bars throughout the State of Illinois; and

WHEREAS, Governor Pritzker subsequently announced a five phase plan to re-open businesses in Illinois; and

WHEREAS, on June 25, 2020, Governor Pritzker issued Executive Order 2020-43 which allowed restaurants and bars to resume service for on-premises consumption, as permitted by Department of Commerce and Economic Opportunity (DCEO) guidance with respect to both indoor and outdoor dining; and

WHEREAS, Executive Order 2020-43 further clarified that such on-premises consumption must ensure that patrons maintain adequate social distancing, as further outlined in the DCEO guidance; and

WHEREAS, on November 18, 2020, Governor Pritzker issued Executive Order 2020-73 to address the surge in COVID -19; and

WHEREAS, Executive Order 2020-73 superseded Executive Order 2020-43 and provided that : [a]ll businesses that offer food or beverages for on-premises consumption—including restaurants, bars, grocery stores, and food halls—may not allow in-person indoor consumption” and further provided that all businesses “covered in this section may permit outdoor on-premises food and beverage consumption in accordance with DCEO guidance and when permitted by local ordinances and regulation”.

WHEREAS, in light of the ongoing disaster proclamations issued by Governor Pritzker, the renewed restrictions imposed by Executive Order 2020-73 and in order to remain compliant with any social distancing recommendation/restrictions which will remain in place during this period, licensed establishments have or may in the future require the expansion of previously approved outdoor seating areas upon which consumption of alcoholic liquor has been approved or

the creation of such areas in order to accommodate patrons, while complying with social distancing requirements; and;

WHEREAS, on May 27, 2020, the Acting Mayor and City Council adopted ordinance 7627 (the “Ordinance”) which authorized the Liquor Commissioner to approve temporary amendments to liquor licenses which permitted the on-premises consumption of alcoholic liquor in newly created or extended outdoor seating areas, through October 31, 2020;

WHEREAS, the Ordinance provided that such temporary amendments shall be in effect for thirty (30) day periods, subject to automatic renewal for additional thirty (30) day periods expiring no later than October 31, 2020; and

WHEREAS, pursuant to Ordinance 7651, adopted by the Acting Mayor and City Council on September 15, 2020, the expiration date of the aforesaid temporary amendments was extended to December 31, 2020; and

WHEREAS, in light of the continuing public health concerns caused by the COVID-19 pandemic and in order to continue to promote the ability of local restaurants and bars to serve their patrons, the Acting Mayor and City Council have found and determined that the period of time which may permitted for the temporary amendment of on-premises consumption liquor licenses to allow the expansion or creation of open unroofed outdoor seating areas (hereinafter, the “Expanded Outdoor Seating Area”) should be extended to August 31, 2021, subject to the limitations set forth in this ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE THAT:

SECTION ONE Recitals. The foregoing recitals are incorporated as though fully set forth herein.

SECTION TWO Authorization to Allow Temporary Amendment to Liquor Licenses The

Liquor Control Commissioner is hereby authorized to review, and if deemed appropriate, amend any currently valid liquor license which permits the sale of alcoholic liquor for consumption upon the licensed premises in order to allow for the temporary expansion or creation of open unroofed seating areas for consumption of such alcoholic liquor within such Expanded Outdoor Seating Area, subject to the conditions set forth herein. Upon the amendment of such licenses, the sale and consumption of such alcoholic liquor shall be temporarily permitted within the Expanded Outdoor Seating Area, notwithstanding the fact that the classification under which the license is issued does not otherwise expressly allow for such sale and consumption within an a open unroofed area. The following conditions shall apply to all amended licenses which temporarily authorize the creation of an Expanded Outdoor Seating Area pursuant to this ordinance.

1. The total open unroofed area located upon the licensed premises (inclusive of the Expanded Outdoor Seating Area) shall not exceed the approved area specified in the amended liquor license and shall comply with all plans submitted to and approved by the City.
2. The open unroofed area shall be particularly described and adjacent to and operated as a part of the premises licensed to sell alcoholic liquor on the premises and shall have obtained all permits or approvals required by the ordinances of the City or other governmental authority.
3. The open unroofed area shall have a maximum capacity as defined by the Building Commissioner which shall be separately posted at the entrance to the open unroofed area.
4. Any part of the open unroofed area not blocked by a building shall be surrounded by a fence or other barrier approved by the Building Commissioner which shall contain the

required number of fire exits. All fences or other barriers shall comply with the ordinances of the City regarding vision, clearance and required distances from corners.

5. All electrical wiring shall comply with the codes of the City.
6. All combustible rubbish shall be stored in a noncombustible container, and the license holder shall be responsible for keeping the area in a clean and sightly condition.
7. The noise emanating from any open unroofed area where alcoholic beverages are served pursuant to this license shall not violate any of the provisions of the City Code of Ordinances pertaining to noise.
8. The license holder shall be responsible for preventing violations of this chapter.
9. The Expanded Outdoor Seating Area shall be temporarily permitted for a thirty day period (the "Expansion Time Period") and only during such period of time that social distancing requirements/recommendations issued by the Governor remain in place. The Extension Time Period shall be automatically extended for additional thirty-day periods ("Renewal Periods") expiring no later than August 31, 2021, unless the City Council, in its sole discretion determines that no Renewal Period shall be allowed beyond the then current thirty-day period. The Expanded Outdoor Seating Area shall be removed within fourteen days of the earlier to occur of: 1) the termination of the Expansion Time Period (including any Renewal Period); 2) the termination of any requirement/recommendation of the Governor pertaining to social distancing or further Executive Orders from the Governor that may impact indoor/outdoor dining and bar service; 3) the order of the Liquor Commissioner requiring such removal.
10. Due to the potential impact upon neighboring residential uses, no portion of the open unroofed area, including the Expanded Outdoor Seating Area, if immediately proximate to

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residential uses, may be used by patrons after 11:00 p.m.

- 11. No amplified music shall be permitted in the Expanded Outdoor Seating Area, unless approved in connection with a Special Event permit.
- 12. Reflective striping shall be installed on fencing material that blocks any existing entry drives and exiting/safety requirements must be implemented per City Code.

SECTION THREE Effective Date. This Ordinance shall be in full force and effect after its passage, approval, and publication in pamphlet form in the manner provided by law.

DATED this fifteenth day of December 2020.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, Acting Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: December 15, 2020

APPROVED: December 15, 2020



Agenda Item No: 9d

City Council Agenda Supplement

Meeting Date: December 15, 2020

Item: Special Service Area Number 47 Tax Levy

Staff Recommendation: Motion to adopt the Ordinance for levying Special Service Area Number 47 taxes for tax year 2020

Staff Contact: Jodie Hartman, Director of Finance

Background:

The Crystal Lake Watershed Stormwater Management Program Implementation Plan (the “Implementation Plan”) imposes certain responsibilities upon the City to inspect, maintain and repair stormwater maintenance facilities within residential developments constructed in the Watershed and that the responsibility for the cost of such inspection, maintenance and repair of such stormwater maintenance facilities be the responsibility of homeowners through the adoption of a Special Service Area.

Habitat for Humanity of Northern Fox Valley has proposed a residential development within the City upon the property generally described as 431 S. McHenry Avenue, and has requested that a special service area be created in accordance with the Implementation Plan to provide for the cost of inspection, maintenance and repair of the stormwater management facilities within the Watershed Easement to be created within the Subject Property.

City staff recommends that the City Council approve the attached Ordinance that provides official direction to the County Clerk to levy taxes for the 2020 tax year. Said taxes shall be utilized for the purpose of inspection, maintenance and repair of stormwater management facilities in Special Service Area Number 47.

Votes Required to Pass:
Simple majority

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Ord. No.
File No.



The City of Crystal Lake

**AN ORDINANCE LEVYING TAXES FOR SPECIAL SERVICE AREA
NUMBER 47 IN THE CITY OF CRYSTAL LAKE,
MCHENRY COUNTY, ILLINOIS FOR TAX YEAR 2020**

WHEREAS, the Mayor and City Council (the “Corporate Authorities”) of the City of Crystal Lake, McHenry County, Illinois (the “City”), by Ordinance adopted on the 1st day of May, 2018 (the “Ordinance”), did provide for establishing Special Service Area Number 47 and the imposition of a tax at a rate sufficient to pay the cost of providing special services in and for such area.

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

Section 1. There is hereby levied over all taxable property within the City of Crystal Lake Special Service Area Number 47 the total sum of \$1,500.00 for the 2020 tax year. The approximate street location for the area is on the East side of McHenry Avenue south of the intersection with Lake Street.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DRAFT

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

Passed by the Corporate Authorities on _____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, Acting Mayor

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: December 15, 2020

Approved: December 15, 2020

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 15th day of December, 2020.

The Acting Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: _____
_____.

The following were absent from the meeting: _____
_____.

The Acting Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance levying taxes for Special Service Area Number 47 in the City of Crystal Lake. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the “City”), and as such official am the keeper of the records and files of the City and the City Council (the “Corporate Authorities”) thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 15th day of December, 2020, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE levying taxes for Special Service Area Number 47 in the City of Crystal Lake, McHenry County, Illinois for tax year 2020

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 15th day of December, 2020.

CITY CLERK

(SEAL)



Agenda Item No: 9e

City Council Agenda Supplement

Meeting Date: December 15, 2020

Item: Special Service Area Number 43, Crystal Heights
Subdivision Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for certain
properties within Special Service Area Number 43, Crystal
Heights Subdivision

Staff Contact: Jodie Hartman, Director of Finance

Background:

In April, 2005, construction began on the Crystal Heights water main, sanitary sewer, and road construction projects. Prior to construction, residents signed Participation Agreements, in which owners agreed to pay their proportionate share of the total project cost. The agreement served as a funding mechanism to pay for the improvements.

Several residents in the Crystal Heights area failed to pay their proportionate share of the project costs as agreed upon in the Participation Agreement. This failure on their part resulted in a shortage of funds required for the payment of annual outstanding bond obligations associated with the project. As a consequence, the City of Crystal Lake enacted Special Service Area #43 (SSA #43).

Enacting the SSA #43 allowed the City to recoup the necessary delinquent funds through property taxes. Property owners who had paid their proportionate share of the project cost in full are able to receive reimbursement of the SSA #43 property tax on their tax bills.

To prevent property owners from having to escrow funds unnecessarily, it is recommended that taxes for Special Service Area Number 43 property owners be abated for those participants who have paid their obligation in full.

Votes Required to Pass:

Simple majority

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Ord. No.
File No.



The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE TAX YEAR 2020 FOR CERTAIN PROPERTIES IN THE CRYSTAL HEIGHTS SUBDIVISION, CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the “Corporate Authorities”) of the City of Crystal Lake, McHenry County, Illinois (the “City”), by Ordinance adopted on the 4th day of May, 2004 (the “Ordinance”), did provide for establishing Special Service Area Number 43, Crystal Heights Subdivision and the imposition of a tax at a rate sufficient to pay the cost of providing special services in and for such area; and

WHEREAS, on the 4th day of May, 2004, the City entered into an agreement with the owners of property within the Crystal Heights Subdivision, Crystal Lake, Illinois, that allowed owners to connect their property to water and sewer mains of the City in exchange for payment of the owner’s proportionate share of the total actual construction cost of the water and sewer mains; and

WHEREAS, some owners have prepaid the entire balance together with accrued interest before the final payment date;

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

Section 1. Abatement of Tax. The tax heretofore levied for the tax year 2020 in the

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Ordinance is hereby abated for:

415 E Crystal Lake Avenue (PIN 19-04-127-018),
417 E Crystal Lake Avenue (PIN 19-04-201-019),
14 John Street (PIN 19-04-127-003),
17 John Street (PIN 19-04-126-019),
21 John Street (PIN 19-04-126-033),
24 John Street (PIN 19-04-127-005 and 19-04-127-006),
25 John Street (PIN 19-04-126-022),
30 John Street (PIN 19-04-127-007),
31 John Street (PIN 19-04-126-023),
37 John Street (PIN 19-04-126-024),
40 John Street (PIN 19-04-127-008)
42 John Street (PIN 19-04-127-009),
43 John Street (PIN 19-04-126-025),
49 John Street (PIN 19-04-126-026),
52 John Street (PIN 19-04-127-010),
54 John Street (PIN 19-04-127-020),
55 John Street (PIN 19-04-126-027),
60 John Street (PIN 19-04-127-019),
66 John Street (PIN 19-04-127-022),
4 Kent Avenue (PIN 19-04-202-001),
5 Kent Avenue (PIN 19-04-201-003),
10 Kent Avenue (PIN 19-04-202-026),
11 Kent Avenue (PIN 19-04-201-022),
16 Kent Avenue (PIN 19-04-202-013),
17 Kent Avenue (PIN 19-04-201-021),
23 Kent Avenue (PIN 19-04-201-007),
24 Kent Avenue (PIN 19-04-202-014),
29 Kent Avenue (PIN 19-04-201-020),
33 Kent Avenue (PIN 19-04-201-010),
36 Kent Avenue (PIN 19-04-202-016),
40 Kent Avenue (PIN 19-04-202-017 and PIN 19-04-202-018),

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41 Kent Avenue (PIN 19-04-201-011),
52 Kent Avenue (PIN 19-04-202-019),
61 Kent Avenue (PIN 19-04-201-018), Crystal Lake, Illinois.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the Treasurer of the County of McHenry, Illinois, and it shall be the duty of said Treasurer to abate said tax levied associated with the parcels identified in Section 1 of this Ordinance, for the tax year 2020 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

Passed by the Corporate Authorities on _____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, Acting Mayor

AYES:

NAYS:

ABSENT:

DRAFT

Recorded in the City Records on

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: December 15, 2020

Approved: December 15, 2020

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 15th day of December, 2020.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: _____
_____.

The following were absent from the meeting: _____
_____.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the tax year 2020 for certain properties in the Crystal Heights Subdivision of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the “City”), and as such official am the keeper of the records and files of the City and the City Council (the “Corporate Authorities”) thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 15th day of December, 2020, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the tax year 2020
for certain properties in the Crystal Heights Subdivision, City of Crystal Lake,
McHenry County, Illinois.

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 15th day of December, 2020.

CITY CLERK

(SEAL)



Agenda Item No: 9f

City Council Agenda Supplement

Meeting Date: December 15, 20

Item: Special Service Area Number 44, Tracy Trail Subdivision
Property Tax Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for certain
properties within Special Service Area Number 44, Tracy
Trail Subdivision

Staff Contact: Jodie Hartman, Director of Finance

Background:

In the summer of 2007, construction began on Tracy Trail. Prior to construction, property owners adjacent to Tracy Trail signed Participation Agreements, in which owners agreed to pay their proportionate share of the total project cost. The agreement served as a funding mechanism to pay for the improvements.

In the event an owner defaulted in the payment or payments due, the unpaid balance was to be paid from taxes collected by the City from Special Service Area #44. In the event those property owners made their payments, they would be entitled to a rebate for the excess payment they made.

To prevent property owners from having to escrow funds unnecessarily it is recommended that taxes for Special Service Area Number 44 property owners be abated in their entirety. All participants have paid their proportionate share.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.



The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE TAX YEAR 2020 TO PAY THE PRINCIPAL AND INTEREST ON \$750,000 SPECIAL SERVICE AREA NUMBER 44 BONDS, SERIES 2007 OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the “Corporate Authorities”) of the City of Crystal Lake, McHenry County, Illinois (the “City”), by Ordinance adopted on the 24th day of April, 2007 (the “Ordinance”), did provide for establishing Special Service Area Number 44, Tracy Trail Subdivision and bonds, if issued, should be retired by the levy of Bond Taxes, being a direct annual tax sufficient to pay the principal and interest thereon; and

WHEREAS, in March, 2007, the City entered into an agreement with the owners of property within the Tracy Trail Subdivision, Crystal Lake, Illinois, for the purpose of completing street improvements to Tracy Trail as required by the Code of Ordinances of the City in order that Tracy Trail would be accepted by the City as a part of the City’s public street system in exchange for payment of the owner’s proportionate share of the total actual cost of improving Tracy Trail; and

WHEREAS, all owners have made their annual payment and shall be entitled to a rebate of 2020 taxes unless they are abated;

DRAFT

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

Section 1. Abatement of Tax. The tax heretofore levied for the tax year 2020 in the Ordinance is hereby abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the tax year 2020 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

Passed by the Corporate Authorities on _____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, Acting Mayor

AYES:

NAYS:

ABSENT:

DRAFT

Recorded in the City Records on

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: December 15, 2020

Approved: December 15, 2020

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 15th day of December, 2020.

The Acting Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: _____
_____.

The following were absent from the meeting: _____
_____.

The Acting Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the tax year 2020 to pay the principal and interest on the \$750,000 Special Service Area Number 44 Bonds, Series 2007. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

DRAFT

Recorded in the City Records on

ATTEST:

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the “City”), and as such official am the keeper of the records and files of the City and the City Council (the “Corporate Authorities”) thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 15th day of December, 2020, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the tax year 2020 to pay the principal of and interest on \$750,000 Special Service Area Number 44 Bonds, Series 2007 of the City of Crystal Lake, McHenry County, Illinois.

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 15th day of December, 2020.

CITY CLERK

(SEAL)



Agenda Item No: 9g

City Council Agenda Supplement

Meeting Date: December 15, 2020

Item: General Obligation Bonds, Series 2012 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2012 General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:

In 2012, General Obligation Bonds were issued to finance the cost of flood mitigation improvements and for various water and sewer projects. At the time of issuance, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees will be used to repay water and sewer improvement costs. Home Rule Sales taxes provide the funding for the flood mitigation efforts. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.



The City of Crystal Lake

**AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED
FOR THE YEAR 2020 TO PAY THE PRINCIPAL AND INTEREST
ON \$9,235,000 GENERAL OBLIGATION BONDS, SERIES 2012
OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS**

WHEREAS, the Mayor and City Council (the “Corporate Authorities”) of the City of Crystal Lake, McHenry County, Illinois (the “City”), by Ordinance adopted on the 18th day of September, 2012 (the “Ordinance”), did provide for the issue of \$9,235,000 General Obligation Bonds (the “Bonds”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the “Bond Fund” established pursuant to Section 16 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2022; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2020 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2020 in the Ordinance is hereby abated in its entirety.

DRAFT

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2020 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

Passed by the Corporate Authorities on _____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, ACTING MAYOR

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: December 15, 2020

Approved: December 15, 2020

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 15th day of December, 2020.

The Acting Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: _____

_____.

The following were absent from the meeting: _____

_____.

The Acting Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2020 to pay the principal of and interest on the \$9,235,000 General Obligation Bonds, Series 2012 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the “City”), and as such official am the keeper of the records and files of the City and the City Council (the “Corporate Authorities”) thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 15th day of December, 2020, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2020
to pay the principal of and interest on \$9,235,000 General Obligation
Bonds, Series 2012 of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 15th day of December, 2020.

CITY CLERK

(SEAL)



Agenda Item No: 9h

City Council Agenda Supplement

Meeting Date: December 15, 2020

Item: General Obligation Bonds, Series 2013A Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2013A General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:

In 2013, General Obligation Bonds were issued to finance the cost of Wastewater Treatment Plant improvements, waterworks, sewerage, and wastewater system improvements and pay certain costs associated with the issuance of the Bonds. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees shall be used to repay costs for water and sewer improvements. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.



The City of Crystal Lake

**AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2020
TO PAY THE PRINCIPAL AND INTEREST ON \$9,465,000 GENERAL OBLIGATION
BONDS, SERIES 2013A OF THE CITY OF
CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS**

WHEREAS, the Mayor and City Council (the “Corporate Authorities”) of the City of Crystal Lake, McHenry County, Illinois (the “City”), by Ordinance adopted on the 18th day of June, 2013 (the “Ordinance”), did provide for the issue of \$9,465,000 General Obligation Bonds (the “Bonds”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the “Bond Fund” established pursuant to Section 15 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2022; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2020 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2020 in the Ordinance is hereby abated in its entirety.

DRAFT

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2020 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

Passed by the Corporate Authorities on _____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

ACTING MAYOR, Haig Haleblian

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: December 15, 2020
Approved: December 15, 2020

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 15th day of December, 2020.

The Acting Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: _____

_____.

The following were absent from the meeting: _____

_____.

The Acting Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2020 to pay the principal of and interest on the \$9,465,000 General Obligation Bonds, Series 2013A of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the “City”), and as such official am the keeper of the records and files of the City and the City Council (the “Corporate Authorities”) thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 15th day of December, 2020, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2020
to pay the principal of and interest on \$9,465,000 General Obligation
Bonds, Series 2013A of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 15th day of December, 2020.

CITY CLERK

(SEAL)



Agenda Item No: 9i

City Council Agenda Supplement

Meeting Date: December 15, 2020

Item: General Obligation Refunding Bonds, Series 2014
Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2014
General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:

In 2014, General Obligation Refunding Bonds were issued to provide for the refunding of an outstanding loan with the Illinois Environmental Protection Agency (loan proceeds originally used for the expansion of Wastewater Treatment facilities), and to pay certain costs associated with the issuance of the Bonds. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees shall be used to repay costs associated with the refunding. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.



The City of Crystal Lake

**AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2020
TO PAY THE PRINCIPAL AND INTEREST ON \$7,610,000 GENERAL OBLIGATION
REFUNDING BONDS, SERIES 2014 OF THE CITY OF
CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS**

WHEREAS, the Mayor and City Council (the “Corporate Authorities”) of the City of Crystal Lake, McHenry County, Illinois (the “City”), by Ordinance adopted on the 1st day of April, 2014 (the “Ordinance”), did provide for the issue of \$7,610,000 General Obligation Refunding Bonds (the “Bonds”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the “Bond Fund” established pursuant to Section 12 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2022; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2020 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2020 in the Ordinance is hereby abated in its entirety.

DRAFT

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2020 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

Passed by the Corporate Authorities on _____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

ACTING MAYOR, Haig Haleblian

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: December 15, 2020
Approved: December 15, 2020

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 15th day of December, 2020.

The Acting Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present: _____
_____.

The following were absent from the meeting: _____
_____.

The Acting Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2020 to pay the principal of and interest on the \$7,610,000 General Obligation Refunding Bonds, Series 2014 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

CITY CLERK

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the “City”), and as such official am the keeper of the records and files of the City and the City Council (the “Corporate Authorities”) thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 15th day of December, 2020, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2020
to pay the principal of and interest on \$7,610,000 General Obligation
Refunding Bonds, Series 2014 of the City of Crystal Lake, McHenry County,
Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 15th day of December, 2020.

CITY CLERK

(SEAL)



Agenda Item No: 9j

City Council Agenda Supplement

Meeting Date: December 15, 2020

Item: General Obligation Bond, Series 2019 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2019A and 2019B General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:

In 2019, General Obligation Bonds were issued to finance the cost of storm water and water main improvements in addition to provide for the refunding of Series 2009A Build America Bonds and Series 2009B Recovery Zone Bonds. Series 2009 bonds were originally issued to provide financing for the construction of the Three Oaks Recreation Area project and various water and sewer system improvements.

At the time these 2019 bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees will be used to repay storm water and water main improvement costs. In the case of the Three Oaks Recreation Area project, home rule sales tax and incremental TIF property taxes, if available, will be transferred from time to time to the Bond Fund and utilized to abate the pledged taxes. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues will meet expectations, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

Votes Required to Pass:

Simple majority

DRAFT

Ord. No.
File No.



The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2020 TO PAY THE PRINCIPAL AND INTEREST ON \$9,025,000 GENERAL OBLIGATION BONDS, SERIES 2019A AND TO PAY THE PRINCIPAL AND INTEREST ON \$5,305,000 GENERAL OBLIGATION BONDS, SERIES 2019B OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the “Corporate Authorities”) of the City of Crystal Lake, McHenry County, Illinois (the “City”), by Ordinance No. 7554 adopted on the 18th day of June, 2019 (the “2019 Bond Ordinance”), did provide for: (a) the issue of \$9,025,000 General Obligation Bonds (the “Series 2019A Bonds”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2019A Bonds; and (b) the issue of \$5,305,000 General Obligation Bonds (the “Series 2019B Bonds”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2019B Bonds (collectively, the Series 2019A Bonds and the Series 2019B Bonds are hereinafter referred to as the “Bonds”); and

DRAFT

WHEREAS, the City will have sufficient moneys in the “Bond Fund” established pursuant to Section 13 of the 2019 Bond Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2022; and

WHEREAS, it is necessary and in the best interests of the City that the taxes heretofore levied for the year 2020 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax for Series 2019A Bonds. The tax heretofore levied in the 2019 Bond Ordinance to pay for principal and interest of the Bonds for the year 2020 is hereby abated in its entirety.

Section 2. Abatement of Tax for Series 2019B Bonds. The tax heretofore levied in the 2019 Bond Ordinance to pay for principal and interest of the Bonds for the year 2020 is hereby abated in its entirety.

Section 3. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate the taxes levied under the 2020 Bond Ordinance for both the Series 2019A Bonds and the Series 2019B Bonds for the year 2020 in accordance with the provisions hereof.

Section 4. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

Passed by the Corporate Authorities on:_____

DRAFT

Approved: _____

City of Crystal Lake, an
Illinois municipal corporation

ACTING MAYOR, Haig Haleblian

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

Passed: December 15, 2020

Approved: December 15, 2020

DRAFT

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 15th day of December, 2020.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present _____

The following were absent from the meeting: _____

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2020 to pay the principal of and interest on the \$9,025,000 General Obligation Bonds, Series 2019A and to pay the principal of and interest on the \$5,305,000 General Obligation Bonds, Series 2019B of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

DRAFT

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the “City”), and as such official am the keeper of the records and files of the City and the City Council (the “Corporate Authorities”) thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 15th day of December, 2020, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2020 to pay the principal of and interest on \$9,025,000 General Obligation Bonds, Series 2019A and to pay the principal of and interest on \$5,035,000 General Obligation Bonds, Series 2019B of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 15th day of December, 2020.

CITY CLERK

(SEAL)



Agenda Item No: 10

**City Council
Agenda Supplement**

Meeting Date:

December 15, 2020

Item:

REPORT OF THE PLANNING & ZONING COMMISSION

Requests:

1. Final Plat of Subdivision to reconfigure the lot lines for 305 and 315 Dearborn Court.
2. Variation from Article 3 to allow a lot width of 14.96 feet for Lot 2.
3. Final Planned Unit Development to allow two buildings on a zoning lot.
4. Deferral to install sidewalk along Dearborn Court.

Petitioner:

Vicki Hughes, petitioner
305 Dearborn Court

PZC Recommendation:

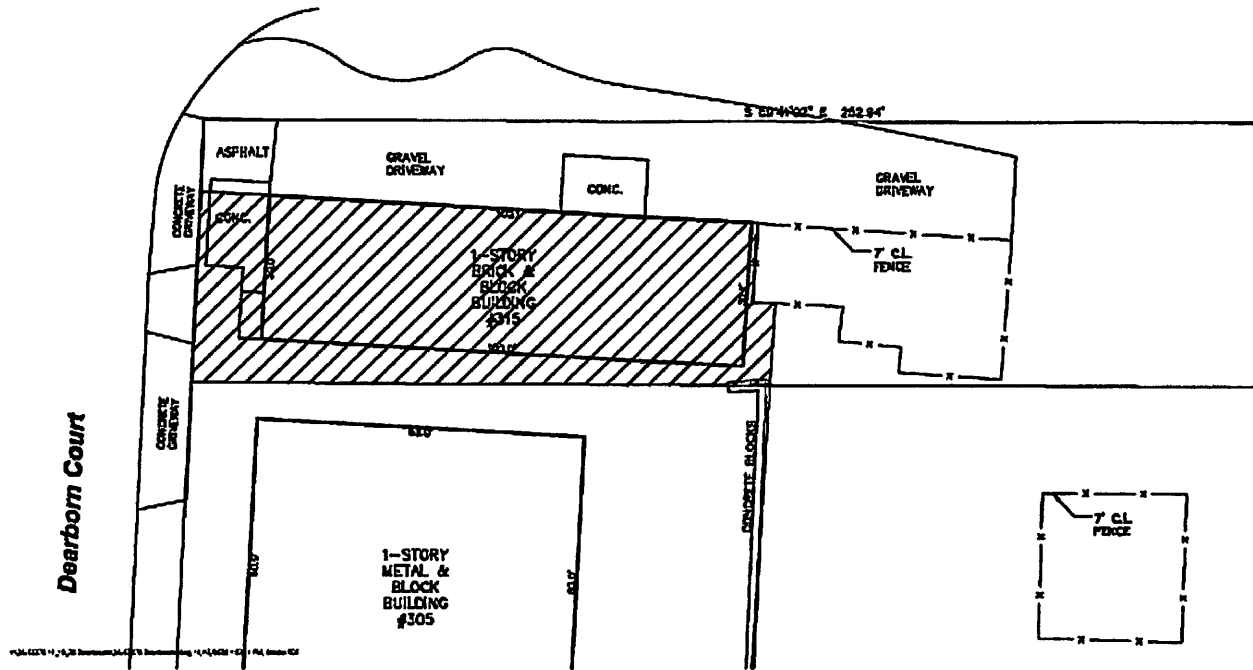
To approve the Planning and Zoning Commission (PZC) recommendation and adopt an Ordinance granting the Final Plat of Subdivision, a Variation from the lot width, a Final Planned Unit Development (PUD) and a Deferral from the requirement to install sidewalk along the frontage for the properties at 305 and 315 Dearborn Court.

Staff Contact:

Michelle Rentzsch, Director of Community Development
Elizabeth Maxwell, City Planner

Background:

- There are two existing buildings on two separate lots. The buildings will be combined into one lot and the remaining portion of the north lot, which includes cellular towers and outside storage, will be a separate lot.
- No changes are proposed to the uses or the building locations with this subdivision. The conditions are existing and the need for the variation is the new location of the lot line for the northern property.
- The shaded area in the picture below is the portion of the northern lot that would be joined with the southern lot. The lot line would move from between the two buildings to the north edge of the building at 315 Dearborn Court.



- The Final PUD is granting the approval for the two buildings on the one new zoning lot.

Key Factors:

- Request: The petitioner is requesting a Final Plat of Subdivision to shift a lot line up to allow both buildings to be on one lot. This will allow the sale of the northern building to the owners of the south building. It also allows the cellular towers on the back of the property to be owned by a separate party.
- Request: The shifting of the lot line causes the north lot to require a variation from the lot width requirements; it also requires the Final Planned Unit Development to allow both buildings on one zoning lot.

PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

- The PZC noted the existing conditions of the site and the requests were to allow the shifting of the lot line and not create any new structures.
- The PZC found that the petition met the Findings of Facts.

The Planning and Zoning Commission 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 (Hughes, received 11/15/20)

B. Plat of Subdivision (Luco Surveying, dated 11/11/20, received 11/20/20)

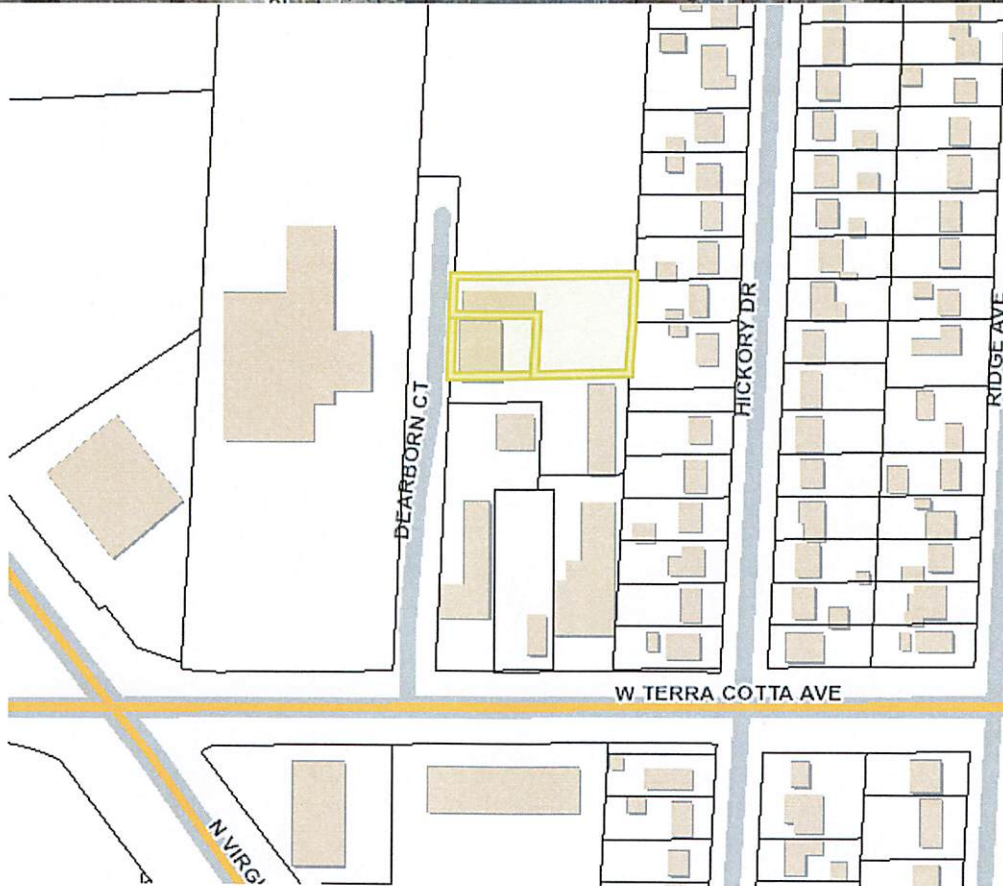
2. Final Plat of Subdivision

- A. Work with staff to ensure that the final document is accurate and meets the requirements of the UDO.
- B. Provide a 10-foot access and maintenance easement on the proposed Lot 2, along the southern edge of the flag entrance, to provide a means for the northern most building on Lot 1 to be properly accessed and maintained.
- C. Provide a Note on the Plat of Subdivision document that these lots are contained within the Crystal Lake Watershed and must adhere to all requirements of the City of Crystal Lake for any future changes or improvements.
- D. Illustrate on the Plat a Private Water Easement that accurately locates the private water main over the existing private water main that provides water service to the two lots.
- E. Provide a recorded copy of the subdivision for the City's records.

3. The petitioner shall address all of the review comments and requirements of Community Development Department.

Votes Required to Pass: A simple majority vote

PIQ Map
305 and 315 Dearborn Court



DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A FINAL PLAT OF SUBDIVISION,
VARIATION, FINAL PLANNED UNIT DEVELOPMENT, AND DEFERRAL
OF SIDEWALK INSTALLATION AT 305 AND 315 DEARBORN COURT**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2020-192) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Final Plat of Subdivision, a Variation from Article 3 to allow a lot width of 14.96 feet, a Final Planned Unit Development to allow two buildings on a zoning lot and a deferral from the sidewalk installation along Dearborn Court for the properties located at 305 and 315 Dearborn Court; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on November 14, 2020 in the Northwest Herald, held a public hearing at 7:00 p.m., on December 2, 2020 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed requests; and

WHEREAS, on December 2, 2020, 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 Final Plat of Subdivision, Variation, Final Planned Unit Development and Sidewalk Deferral be approved, as documented in the minutes, and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Final Plat of Subdivision, Variation, Final Planned Unit Development and Sidewalk Deferral be issued as requested in said Petition.

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

Section I: That a Final Plat of Subdivision to reconfigure the lot lines for 305 and 315 Dearborn Court, a Variation from Article 3 lot width to allow a lot width of 14.96 feet for lot 2, a Final Planned Unit Development to allow two buildings on a zoning lot and a deferral from the requirement to install sidewalk along Dearborn Court until an area wide program is established for the properties commonly known as 305 and 315 Dearborn Court (14-31-252-001 and 14-31-252-002), Crystal Lake, Illinois.

Section II: Said Final Plat of Subdivision, Variation, Final Planned Unit Development, and Sidewalk Deferral is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Hughes, received 11/15/20)
 - B. Plat of Subdivision (Luco Surveying, dated 11/11/20, received 11/20/20)

2. Final Plat of Subdivision
 - A. Work with staff to ensure that the final document is accurate and meets the requirements of the UDO.
 - B. Provide a 10-foot access and maintenance easement on the proposed Lot 2, along the southern edge of the flag entrance, to provide a means for the northern most building on Lot 1 to be properly accessed and maintained.
 - C. Provide a Note on the Plat of Subdivision document that these lots are contained within the Crystal Lake Watershed and must adhere to all requirements of the City of Crystal Lake for any future changes or improvements.
 - D. Illustrate on the Plat a Private Water Easement that accurately locates the private water main over the existing private water main that provides water service to the two lots.
 - E. Provide a recorded copy of the subdivision for the City's records.

3. The petitioner shall address all of the review comments and requirements of Community Development Department.

Section III: That the City Clerk be and is hereby directed that all pertinent records of the City of Crystal Lake to show the issuance of a Final Plat of Subdivision, Variation, Final Planned Unit Development and Sidewalk Deferral 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.

DRAFT

Ord. No.
File No.

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, ACTING MAYOR

SEAL

ATTEST:

Nick Kachiroubas, CITY CLERK

Passed: December 15, 2020
Approved: December 15, 2020



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date: December 15, 2020

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Variation from Article 4 Section 4-700 3. b. allowing a 4-foot fence with a 0-foot setback instead of the required 5-foot setback in a yard abutting a street.

Patrick Doherty, petitioner
791 North Shore Drive

PZC Recommendation: To approve the Planning and Zoning Commission (PZC) recommendation and adopt an Ordinance granting the construction of a 4-foot fence on the property line for 791 North Shore Drive.

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

Background:

- The property is a single-family home bound on three sides by streets. The frontage along Clow Street is considered the corner side yard.
- **Fences are permitted in the corner side yard with 3-foot tall fences permitted at the property line and 4-foot tall fences permitted with a 5-foot setback.**
- The petitioner is requesting a 4-foot fence at the property line instead of setback 5 feet and only in the area between the house and the garage.



Key Factors:

- Request: The petitioner would construct a 4-foot fence connecting from the house to the garage running along the property line in the yard abutting a street. The fence would not be in the front yard along North Shore or the rear yard abutting a street along Oak Court.

PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

- The PZC saw the hardship as the size of the lot since it was extremely narrow and burdened by road frontages on three sides.
- The PZC found that the petition met the Findings of Facts.

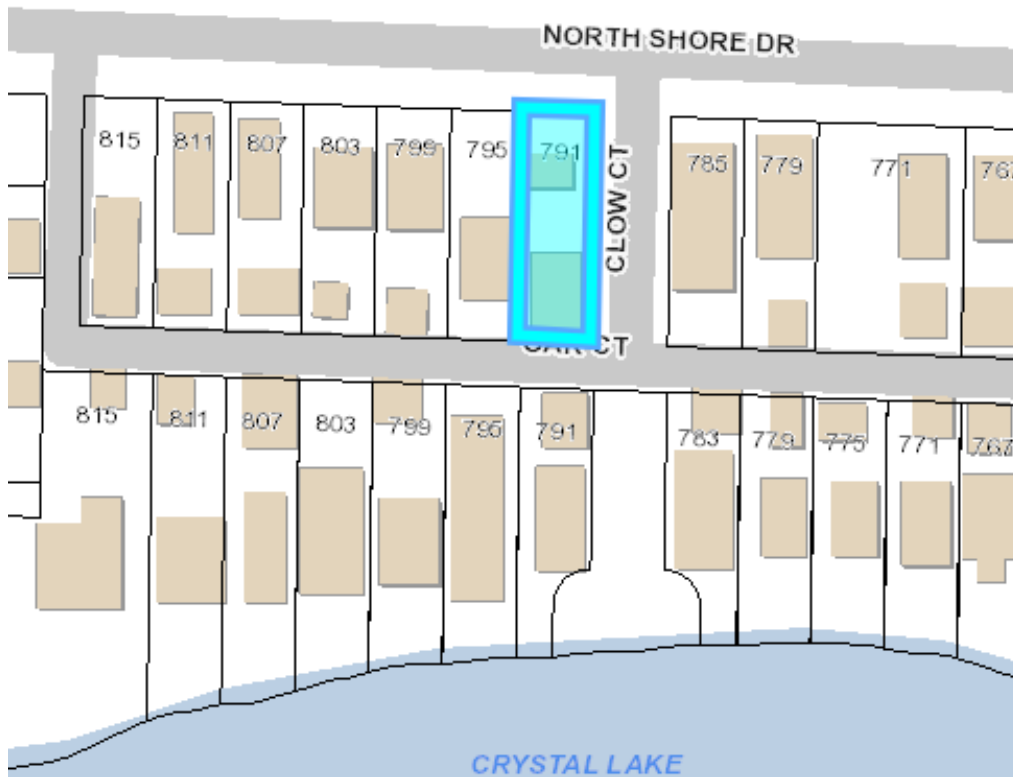
The PZC recommended **approval (6-0)** of the petitioner’s request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Doherty, received 07/28/20)
 - B. Fence Plans (Doherty, undated, received 09/16/20)
2. The 4-foot fence cannot be extended into the front yard or rear yard abutting a street.
3. The fence material must remain see-through in nature, not becoming more opaque than is shown in the approved Fence Plans.
4. The petitioner shall address all of the review comments and requirements of Community Development Department.

Votes Required to Pass:

A simple majority vote

PIQ Map
791 North Shore



DRAFT

Ord. No.
File No.



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A SIMPLIFIED RESIDENTIAL VARIATION
AT 791 NORTH SHORE DRIVE**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2020-186) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Variation from Article 4 to allow a 4-foot fence along the property line of a yard abutting a street, a variation from the required 5-foot setback at 791 North Shore Drive; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on November 14, 2020 in the Northwest Herald, held a public hearing at 7:00 p.m., on December 2, 2020 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed setback variation; and

WHEREAS, on December 2, 2020, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Variation be approved, as documented in the minutes, and

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

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

Section I: That a Variation from Article 4 from the required 5-foot setback for 4-foot fences in the yard abutting a street be permitted to be 0 feet for the property commonly known as 791 North Shore Drive (19-06-110-007), Crystal Lake, Illinois.

Section II: Said Variation is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Doherty, received 07/28/20)
 - B. Fence Plans (Doherty, undated, received 09/16/20)

DRAFT

Ord. No.
File No.

2. The 4-foot fence cannot be extended into the front yard or rear yard abutting a street.
3. The fence material must remain see-through in nature, not becoming more opaque than is shown in the approved Fence Plans.
4. The petitioner shall address all of the review comments and requirements of Community Development Department.

Section III: That the City Clerk be and is hereby directed that all pertinent records of the City of Crystal Lake to show the issuance of a 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 15th day of December, 2020.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, ACTING MAYOR

SEAL

ATTEST:

Nick Kachiroubas, CITY CLERK

Passed: December 15, 2020
Approved: December 15, 2020



Agenda Item No: 12

**City Council
Agenda Supplement**

Meeting Date:

December 15, 2020

Item:

REPORT OF THE PLANNING & ZONING COMMISSION

Request:

Final Planned Unit Development (PUD) Amendment to allow a banquet use and alterations to the approved plans.

Petitioner:

Kelly Cahill, attorney & Jesus Macias, petitioner
1000 McHenry Avenue

PZC Recommendation:

To approve the Planning and Zoning Commission recommendation and adopt an Ordinance granting the Final PUD Amendment for a banquet use and alterations to the approved plans at 1000 McHenry Avenue.

Staff Contact:

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

Background:

- Existing Use: The property is occupied by a real estate office.
- The Planned Unit Development and Special Use Permit for a financial institution was approved in 1988 for the subject property.

Request:

- The petitioner is requesting a Final PUD Amendment to allow a banquet use and alterations to the approved plans at the subject property.
- The UDO specifies that a PUD can allow alternative standards from the underlying zoning district, this includes allowable uses. This would allow the banquet use at this location, but not in all other B-1 zoning districts.
- Included in the PUD Amendment request is to allow changes to the approved elevations, landscape plan and site plan. The alterations will allow for:
 - The banquet area addition where the drive-through lanes are located,
 - Additional parking spaces, and
 - New landscaping in areas of disturbance or where the existing landscaping is missing.

PZC Highlights:

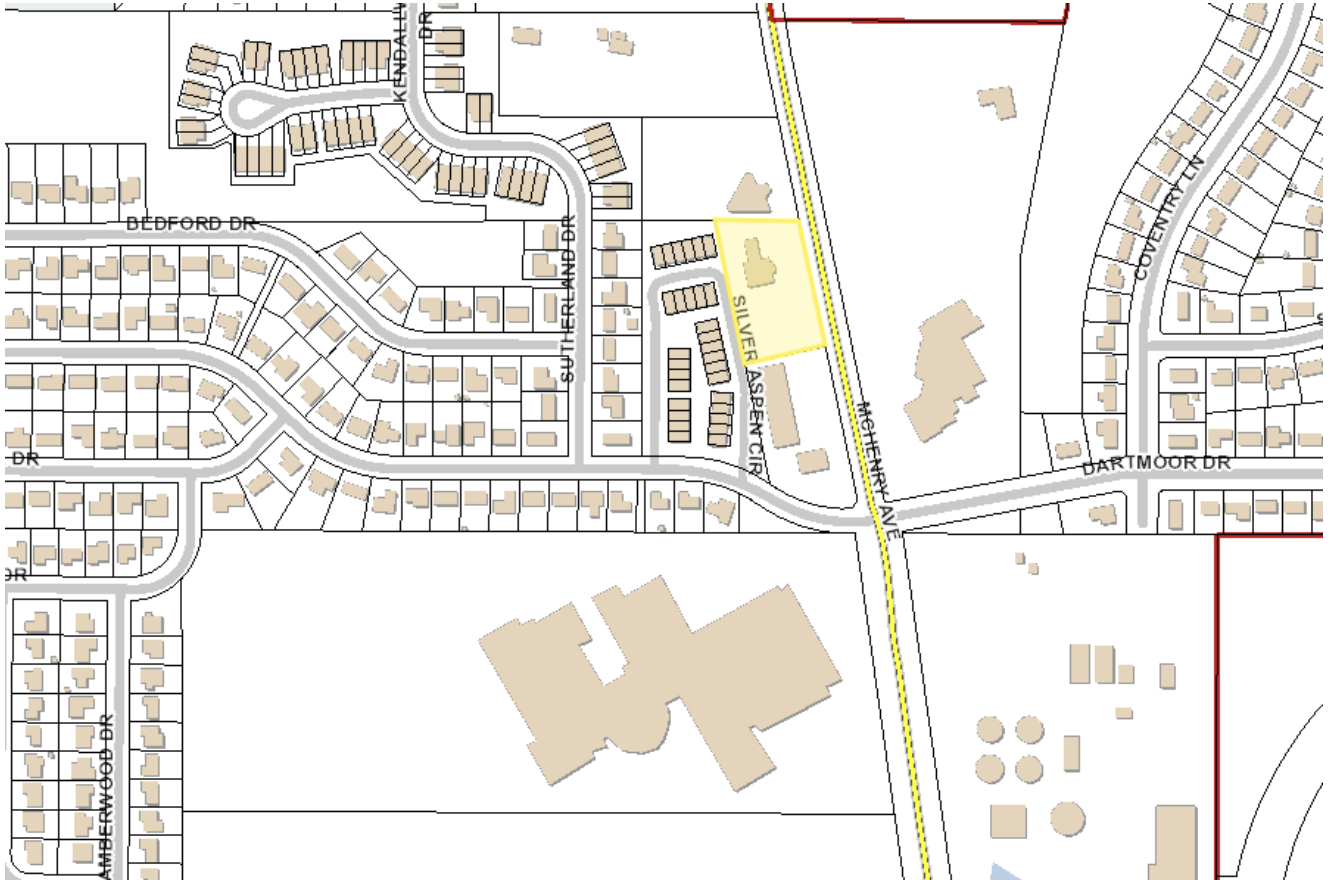
- The PZC confirmed that the building would be utilized by the existing real estate office and the new banquet use.
- The PZC asked the petitioner to be mindful of school events as to not create traffic congestion in the area.
- The petitioner stated that the banquet use would be mostly on the weekends. The petitioner is hoping to host educational seminars and will also rent the space for events.
- 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, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application Macias Family Group LLC, dated 11/02/2020).
 - B. Elevations (ALA, dated 9/15/2020)
 - C. Landscape Plan (ALA, dated 9/15/2020)
 - D. Site Plan (ALA, dated 9/15/2020)
2. The banquet use is limited to indoor events only.
3. There are six proposed parking stalls in the 25-foot pavement access easement, provide verification that the adjacent property owner has no concerns with this parking.
4. The petitioner shall comply with all of the requirements of the Community Development, Public Works and Fire Rescue Departments.
5. The petitioner will work with staff on the configuration of the rear drive aisle so the existing tree line can be maintained.

Votes Required to Pass: A simple majority.

PIQ MAP – 1000 MCHENRY AVE PUD AMEND



DRAFT

Ord. No. xxxx
File No. xxx



The City of Crystal Lake Illinois

**AN ORDINANCE GRANTING A PLANNED UNIT DEVELOPMENT
AMENDMENT TO ALLOW A BANQUET USE AND ALTERATIONS TO THE
APPROVED PLANS AT 1000 McHENRY AVENUE**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2020-00187) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Planned Unit Development Amendment to allow a banquet use and alterations to the approved plans at 1000 McHenry Avenue; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on November 10, 2020 in the Northwest Herald, held a public hearing at 7:00 p.m., on December 2, 2020 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Planned Unit Development Amendment; and

WHEREAS, on December 2, 2020, 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 Planned Unit Development Amendment be approved; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Planned Unit Development Amendment be issued as requested in said Petition.

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

Section I: That a Planned Unit Development Amendment to allow a banquet use and alterations to the approved plans be granted for the property commonly known as 1000 McHenry Avenue (19-07-455-012), Crystal Lake, Illinois.

DRAFT

Ord. No. xxxx
File No. xxx

Section II: Said Planned Unit Development Amendment is issued with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application Macias Family Group LLC, dated 11/02/2020).
 - B. Elevations (ALA, dated 9/15/2020)
 - C. Landscape Plan (ALA, dated 9/15/2020)
 - D. Site Plan (ALA, dated 9/15/2020)
2. The banquet use is limited to indoor events only.
3. There are six proposed parking stalls in the 25-foot pavement access easement, provide verification that the adjacent property owner has no concerns with this parking.
4. The petitioner shall comply with all of the requirements of the Community Development, Public Works and Fire Rescue Departments.
5. The petitioner will work with staff on the configuration of the rear drive aisle so the existing tree line can be maintained.

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

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

DATED at Crystal Lake, Illinois, this 15th day of December, 2020.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, ACTING MAYOR

DRAFT

Ord. No. xxxx
File No. xxx

SEAL

ATTEST:

Nick Kachiroubas, CITY CLERK

Passed: December 15, 2020
Approved: December 15, 2020



Agenda Item No: 13

City Council Agenda Supplement

Meeting Date:

December 15, 2020

Item:

Pingry Place Planned Unit Development Amendment Update –
Façade Improvements

Petitioner:

Pingry Place HOA, petitioners
Woodstock Street and Grant Street

Recommendation:

To approve staff's recommendation and adopt a Resolution to grant a time extension for the Pingry Place PUD Amendment to allow the façade improvement to be completed by September 1, 2021 for the existing units at the Pingry Place Townhomes.

Staff Contact:

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

Background:

- The subject property received Final Planned Unit Development and Final Plat of Subdivision approval in 1992. The PUD approval was for 34 townhome units.
- The original developer constructed the first phase which consisted of 14 units. The exterior finish material (face brick) started to fail shortly after the construction was completed.
- In 1997, Builders Group Inc. proposed replacing the face brick with full brick. The City had no objection to this request. The work was never completed.
- The current property owners have been patching the existing face brick as it has failed, but this has not been a viable long-term solution.
- In 2018, the current HOA proposed stabilizing the existing face brick over the winter until the brick could be completely replaced with full brick in phases over a four year time span. The replacement schedule was agreed to in an effort to give the HOA time to finance the costly replacement of the brick (\$600,000) and avoid code enforcement fines. The replacement of the brick was to commence by May 1, 2019, but was delayed due to the proposed PUD Amendment.
- In 2019, Metronomic purchased the remaining buildable lots. In an effort to improve the property and resolve the existing façade issue, the developer and the HOA requested a PUD Amendment to change the facades. **The approval of the PUD Amendment contained a condition that the existing 14 units should have the façade renovation completed by December 31, 2020 or reviewed by the City Council for progress prior to that date.**

Update from HOA:

- The HOA has approved and issued a special assessment to help finance the construction costs of the exterior façade renovation.
- The HOA is working to either assess another special assessment or to obtain a loan for the remainder of the construction costs.
- The HOA has contacted First Alert Development to be the potential contractor for the renovation. At this time, a contract has not be awarded.
- The HOA would like to propose a second PUD Amendment to change the proportion of the façade that is stone. The proposal would include adding more Hardie Board or Smart Siding to replace some of the stone elements to help reduce the total costs of these renovations for the existing homeowners.

City Update:

- Metronomic purchased the vacant lots prior to the 2019 PUD Amendment. They intended to construct the units in 2019/2020, but have not picked up a permit. Metronomic has not paid the property taxes and has defaulted on payments for other projects in town and is not in a position to complete the construction at this time.
- The existing property maintenance code violation records have been open since 2018. All owners have received notices of violation to date.
- The City has the ability to issue a citation for the open violations.
- City staff recommends implementing a status schedule for 2021 for the HOA and the required façade renovations. See the staff recommended conditions below.



Staff Recommended Conditions:

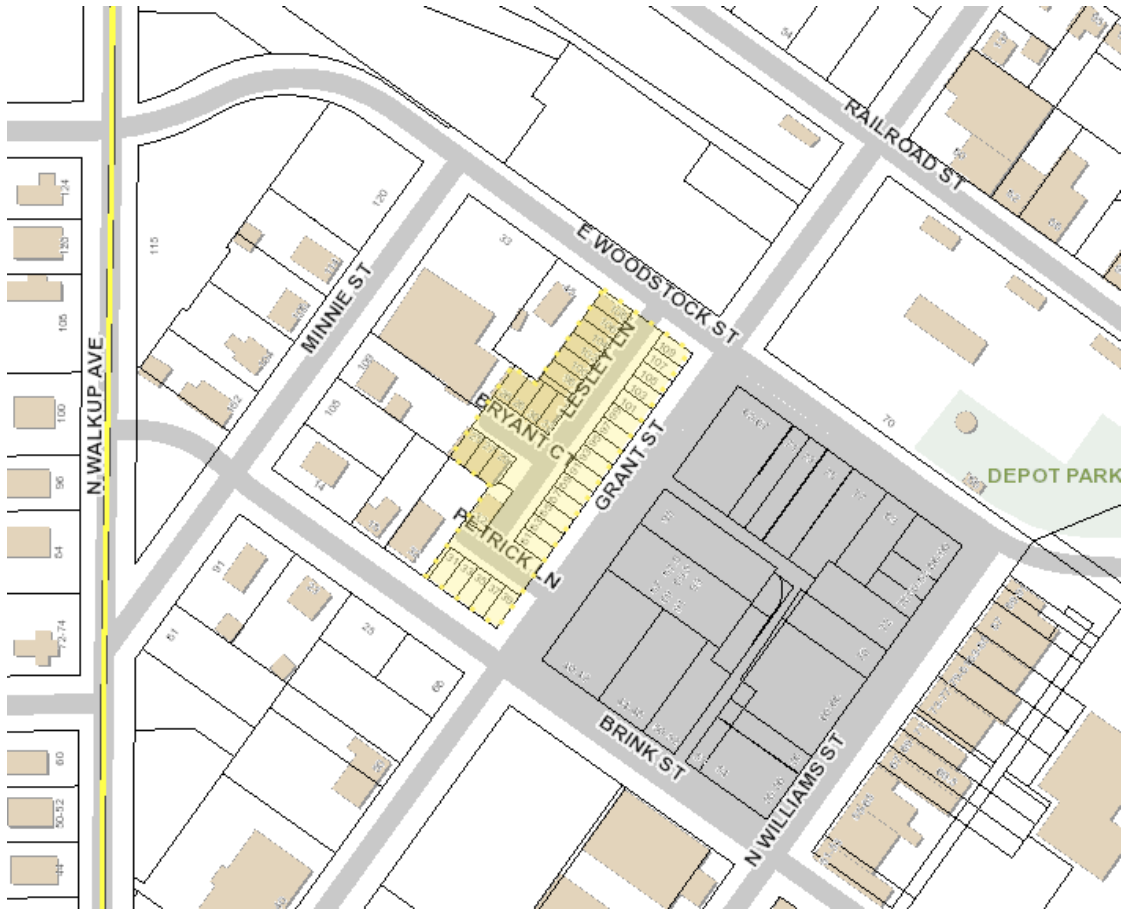
1. If a second PUD Amendment is proposed to decrease the amount of stone on the exteriors, the application and documents, including the proposed building materials, must be submitted by January 11, 2021 in order to allow the amendment to be placed on the February 3rd Planning and Zoning Commission meeting for a recommendation.
2. A building permit application for the façade renovation of 98-108 Lesley Lane must be submitted by March 1, 2021.
3. The façade renovation must be completed by July 1, 2021 for the existing 14 units or a progress check with city staff is required.
4. If the façade improvement has not commenced by September 1, 2021, or such further date as the City Council, in its sole discretion may approve, the subject properties will be subject

to a violation notice and the imposition of daily fines until such time that the improvement is completed.

The HOA agrees that a start time deadline of September 1, 2021 is reasonable.

Votes Required to Pass: A simple majority.

PIQ Map – Pingry Place Update



DRAFT



The City of Crystal Lake Illinois

RESOLUTION

WHEREAS, the properties located at 98 Lesley Lane, 100 Lesley Lane, 102 Lesley Lane, 104 Lesley Lane, 106 Lesley Lane, 108 Lesley Lane, 25 Bryant Court, 26 Bryant Court, 27 Bryant Court, 28 Bryant Court, 29 Bryant Court, 30 Bryant Court, 32 Bryant Court and 32 Petrick Lane are the existing 14 townhome units at Pingry Place; and

WHEREAS, on June 18, 2019, the City Council adopted Ordinance 7552 approving an amendment for the Final PUD for Pingry Place (the “Amendment”); and

WHEREAS, the Amendment was approved to address the failure of the facades of the existing 14 townhomes located within the PUD and to allow changes to the approved elevations; and

WHEREAS, the Amendment provided that exterior renovation of the existing 14 units “should be completed by December 31, 2020 or reviewed by the City Council for progress prior to that date”; and

WHEREAS, to date, the renovation of the facades of the existing 14 townhomes has not been completed; and

WHEREAS, the subject properties are in violation of the Crystal Lake Code of Ordinances, Ordinance #7463, adopting the 2018 International Property Maintenance Code (“IPMC”) , Section (304.1 and 304.2) General and Protective Treatment due to the exterior siding

material is loose and large sections are missing;

WHEREAS, notice of violation of the IPMC has been forwarded to all of the owners of the existing townhomes; and

WHEREAS, the subject properties have not completed the required renovations to the approved elevations per Planned Unit Development Amendment Ordinance #7552; and

NOW THEREFORE, BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the subject properties commonly known as the Pingry Place Townhomes, more specifically described in Exhibit A, are to be subject to the following renovation timeline:

1. If a second PUD Amendment is proposed to decrease the amount of stone on the exteriors, the application and documents, including the proposed building materials, must be submitted by January 11, 2021 in order to allow the amendment to be placed on the February 3rd Planning and Zoning Commission meeting for a recommendation.
2. A building permit application for the façade renovation of 98-108 Lesley Lane must be submitted by March 1, 2021.
3. The façade renovation must be completed by July 1, 2021 for the existing 14 units or a progress check with city staff is required.
4. If the façade improvement has not commenced by September 1, 2021, or such further date as the City Council, in its sole discretion may approve, the subject properties will be subject to a violation notice and the imposition of daily fines until such time that the improvement is completed.

DRAFT

DATED this 15th day of December 2020.

CITY OF CRYSTAL LAKE, an Illinois Municipal
Corporation

BY: _____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST:

Nick Kachiroubas, CITY CLERK

PASSED: December 15, 2020

APPROVED: December 15, 2020

DRAFT

Exhibit A

Commonly known as 98 Lesley Lane, 100 Lesley Lane, 102 Lesley Lane, 104 Lesley Lane, 106 Lesley Lane, 108 Lesley Lane, 25 Bryant Court, 26 Bryant Court, 27 Bryant Court, 28 Bryant Court, 29 Bryant Court, 30 Bryant Court, 32 Bryant Court and 32 Petrick Lane.

PINs 14-32-478-012, 14-32-478-013, 14-32-478-014, 14-32-478-015, 14-32-478-016, 14-32-478-017, 14-32-478-019, 14-32-478-020, 14-32-478-021, 14-32-478-022, 14-32-478-023, 14-32-478-024, 14-32-478-025 & 14-32-478-026



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date:

December 15, 2020

Item:

Illinois Joint Purchasing Requisition for Road Salt

Staff Recommendation:

Motion to adopt a Resolution authorizing the City Manager to extend the contract with Compass Minerals for road salt and participate in the Illinois Joint Purchasing Requisition for the 2020/2021 winter season at the bid per ton amount.

Staff Contact:

Michael Magnuson, P.E., Director of Public Works and Engineering

Background:

On October 15, 2019, the City Council approved a contract with Compass Minerals for purchase of road salt through the State of Illinois' Central Management Services (CMS) state-wide contract. The Public Works Department annually purchases road salt for snow removal and ice control operations. For the 2020/2021 winter season, the City again participated in the CMS joint bid process for bulk road salt. CMS annually requests bids on behalf of the State of Illinois and a large number of local agencies to increase purchasing power.

Discussion:

The State of Illinois CMS awarded the 2019 bid to Compass Minerals America, Inc. in a per-ton cost of \$80.75 for the City of Crystal Lake. The extended year bid price for the 2020/2021 season will also be \$80.75 per ton. The City anticipates purchasing approximately 5,600 tons of road salt at an estimated cost of \$452,200. Motor Fuel Tax (MFT) funds have been budgeted for this purpose.

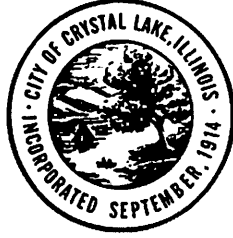
Recommendation:

It is the recommendation of the Public Works Department to participate in the Illinois Joint Purchasing Requisition for road salt and extend the contract with Compass Minerals in the amount of \$80.75 per ton. Compass Minerals has been the State's supplier for the last several years.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE participated in the 2019/2020 and 2020/2021 Illinois Joint Purchasing Requisition for Road Salt; and

WHEREAS the State of Illinois has determined that the lowest responsive and responsible bidder is Compass Minerals America Inc., Overland Park, Kansas.

NOW THEREFORE BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the City Manager is authorized to extend a contract between the CITY OF CRYSTAL LAKE and Compass Minerals America, Inc. for Road Salt in the amount of \$80.75 per ton.

DATED this 15th day of December, 2020.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: December 15, 2020
APPROVED: December 15, 2020



Agenda Item No: 15

**City Council
Agenda Supplement**

Meeting Date: December 15, 2020

Item: Building Mechanical Systems Maintenance and Repair Service Contract Bid Award

Staff Recommendation: Motion to award the contract for Building Mechanical Systems Maintenance and Repair Service contract to the lowest responsible and responsive bidder, Sherman Mechanical, and adopt a Resolution authorizing the City Manager to execute a two-year base contract, with three optional one-year extensions with Sherman Mechanical in the amounts bid and approve a not to exceed \$40,000 annual allowance for needed repairs at the bid repair rates and parts markup.

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

Background: On November 24, 2020, the City of Crystal Lake publicly opened and read aloud bids received for the Building Mechanical Systems Maintenance and Repair Services (heating ventilation and air conditioning/HVAC) for City owned facilities.

The bid requested vendors provide a flat fee for the routine maintenance of the HVAC systems which is used to award the bid. Vendors were also requested to provide hourly rates and parts markup (percentage) for optional repair services at the discretion of the City. Five vendors submitted bids for the contract. The breakdown of base bids is as follows:

Base Bid (Routine Maintenance Services)

Vendor	Base Years 1 and 2	Optional Year 3	Optional Year 4	Optional Year 5
√ Sherman Mechanical, Cary, IL	\$129,010.00	\$67,086.00	\$69,940.00	\$70,334.00
ThermFlo, Buffalo Grove, IL	\$197,268.00	\$92,320.00	\$95,088.00	\$99,593.00
Johnson Controls, Inc., Arlington Heights, IL	\$188,933.80	\$97,189.90	\$101,105.59	\$103,108.76
Jensen's Plumbing & Heating, Woodstock, IL	\$265,640.00	\$136,285.00	\$143,099.25	\$150,254.21
AMS Mechanical Systems, Inc. Woodridge, IL	\$369,800.00	\$195,900.00	\$203,800.00	\$211,700.00

√ Indicates recommended lowest responsive and responsible bidder

Optional Repair Services (Journeyman Regular Hourly Rate and Parts Markup)

Vendor	Base Years 1 and 2	Optional Year 3	Optional Year 4	Optional Year 5
Sherman Mechanical, Cary, IL	\$131.90 26%	\$135.00 26%	\$137.00 26%	\$141.00 26%
ThermFlo, Buffalo Grove, IL	\$159.00 25%	\$166.95 25%	\$166.95 25%	\$166.95 25%
Johnson Controls, Inc., Arlington Heights, IL	\$164.00 20%	\$169.00 20%	\$175.00 20%	\$181.00 20%
Jensen's Plumbing & Heating, Woodstock, IL	\$140.00 10%	\$145.00 10%	\$150.00 10%	\$160.00 10%
AMS Mechanical Systems, Inc. Woodridge, IL	\$145.00 15%	\$145.00 15%	\$147.00 15%	\$149.00 15%

Project Need:

There are over 80 pieces of equipment included in this contract ranging from large air handling units, steam boilers and chillers to smaller package units, water heaters and area heaters. The bid requested vendors provide a flat fee for the routine maintenance of the HVAC systems for the following City-owned facilities:

- Municipal Complex and Downtown Train Station
- Three Oaks Recreation Area
- Fire Stations #3 and #4
- Wastewater Treatment Buildings

This contract also includes maintenance for new UV equipment currently being installed for indoor air quality improvements in the Municipal Complex including annual bulb replacement. Funding for this work is included in the annual budgets for Public Works, Fire/Rescue, Three Oaks and the General Fund (Municipal Complex including the Police Department).

Recommendation:

This contract is being presented pursuant to a competitive bidding process. Under such process, the contract is to be awarded to the "lowest responsive and responsible bidder." The lowest responsive and responsible bidder is the contractor: (i) whose bid substantially conforms to the material provisions of the bid specifications, (ii) who demonstrates the financial capacity and ability to undertake and complete the project in question in accordance with bid specifications, and (iii) whose bid price is lowest among the responsive and responsible bidders. Selecting a contractor on basis not set forth in the bid specifications can lead to challenges to the City's award.

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Sherman Mechanical currently is under contract with the City for these services and has provided satisfactory performance. Therefore, it is the recommendation of staff to award the bid to the lowest responsible and responsive bidder, Sherman Mechanical, for the Building Mechanical Maintenance and Services Program for a two-year base contract period, with three optional one-year extensions. Based on a review of the hourly rates submitted as part of the bid and past repair experience, it is further recommended that a not-to-exceed amount of \$40,000 annually be approved for repair services at the bid hourly rates and parts mark up.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE routinely contracts for Building Mechanical Systems Maintenance and Repair Services at its various facilities; and

WHEREAS the CITY OF CRYSTAL LAKE received and publicly opened bids for Building Mechanical Systems Maintenance and Repair Services on November 24, 2020; and

WHEREAS the lowest responsive and responsible bidder for Building Mechanical Systems Maintenance and Repair Service was Sherman Mechanical, Cary, Illinois;

NOW THEREFORE BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a two-year base contract and three optional one-year extensions between the CITY OF CRYSTAL LAKE and Sherman Mechanical for Building Mechanical Systems Maintenance and Repair Services; and

BE IT FURTHER RESOLVED that the City Manager is authorized to approve unforeseen repairs for a not-to-exceed \$40,000 annual amount at the bid hourly rates and parts markup.

DATED this 15th day of December, 2020.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, ACTING MAYOR

DRAFT

SEAL

ATTEST

CITY CLERK

PASSED: December 15, 2020
APPROVED: December 15, 2020



Agenda Item No: 16

City Council Agenda Supplement

Meeting Date: December 15, 2020

Item: Property Tax Levy Ordinance/Truth in Taxation Public Hearing

Staff Recommendation: Motion to adopt the 2020 Property Tax Levy Ordinance and Certificate of Compliance.

Staff Contact: Gary Mayerhofer, City Manager
Jodie Hartman, Director of Finance

Background:

Each fall, staff prepares an annual property tax levy for City Council review and adoption. This provides vital funding for key services. The City's 2020 tax levy will be incorporated in the property tax bills property owners receive in 2021, and will be used by the City to fund a portion of the fiscal year 2021/22 budget. Adoption of the attached Ordinance will accomplish the following:

- 1) **Maintain a zero levy for general operations.** General operations include City Administration, Police, Community Development, and Public Works. These would continue to be supported primarily through sales and income tax revenues.
- 2) Provide funding for pension obligations.
- 3) Provide funding to support Fire Rescue operations.
- 4) Provide funding to support Library operations.

The recommended amount for the 2020 levy, to be received in 2021, is \$17,729,805. This matches the amount requested for the 2019 levy, **representing a \$0 total change.** With the estimated growth to the tax base within the City, **the resulting tax rate for the City is expected to decrease by 4%,** providing property owners with some financial relief on their tax bills. The following discussion provides details as to the components of the levy and any changes.

In order to collect a property tax, government agencies in the State of Illinois are required to establish a tax levy and comply with the Truth in Taxation Act. The tax levy is a projection of monies the government agency expects to obtain through the annual property tax. Should a taxing district propose to adopt an aggregate levy in amounts more than 105% of the amount of property taxes extended the prior levy year, the Truth in Taxation law requires taxing districts to disclose the proposed amounts by

publication and to hold a public hearing on their intention. Since the proposed tax levy is less than 105% of taxes extended for the prior tax levy, a Truth in Taxation hearing is not required, nor is the publication in a newspaper. In the interest of transparency, the City has elected to voluntarily publish the notice in the newspaper and to hold the public hearing. The “black box” notice was published on Saturday, December 5, 2020 in the Northwest Herald.

The impact of a proposed property tax levy on an individual homeowner is determined by estimating the Equalized Assessed Value (EAV). The County Assessor provided a rate setting EAV estimate for the 2020 levy of \$1,259,262,164 for the City. This is an increase of 4.95% from the 2019 levy. The history of the City’s EAV, including the 2020 estimate, shows the City is still climbing back to pre-Great Recession levels. The McHenry County Clerk will determine the actual tax rate some time in spring 2020, once all values and exemptions have been finalized. The levy must be filed by the City before the end of the calendar year.

The City levies in dollars needed, rather than a specific tax rate. As a result, the City does not receive any additional dollars if the assessed valuation of property in the City increases. Rather, the amount of the City tax levy remains the same and is spread over a greater total assessed valuation of property.

Property owners in the City of Crystal Lake will note that the City is only one of many taxing bodies that appear on the property tax bill. In fact, the City receives only about **11%** of the annual property tax bill amount. The numbers below represent the distribution of the 2019 levy for Crystal Lake property owners.



The City’s tax levy is made up of the following funds:

CITY FUNDS	LIBRARY FUNDS
Police Pension Fund	Library Operating Fund
Firefighters’ Pension Fund	Library IMRF Fund
Fire Rescue Fund	Library FICA Fund
IMRF & FICA Fund	
School Crossing Guard Fund	

Police and Firefighters' Pension Fund Obligations

The proposed property tax levy incorporates funding requirements of the State mandated public safety pension obligations. The Actuarial Valuation Report was prepared by Lauterbach and Amen, who retains a team of enrolled actuaries. Increases to the contribution amounts are a result of changes in demographics and actuarial assumptions, coupled with lower than expected returns on investments. Contributions are increasing \$240k for the Police Pension Fund to \$2.93 million and \$142k for the Firefighters' Pension Fund to \$2.02 million. According to the Actuarial Valuation Report ended April 30, 2020, the percent funded for the Police Pension Fund was 57.01%; the Firefighters' Pension Fund percent funded was 71.89%. For comparison, the average funded percentage of the 350 police and fire pension funds that Lauterbach & Amen LLP completed actuarial reports for this year is in the range of 52% to 56%.

Fire Rescue Fund

The proposed levy will hold the levy amount for the Fire Rescue Fund at \$6.85 million, offsetting a portion of the \$11 million in operational costs. Other major revenue sources for the Fire Rescue Fund include intergovernmental agreements with the Crystal Lake Rural Fire Protection District (CLRFPD) and the Village of Lakewood, which contribute almost \$2.5 million annually, and ambulance transport fees, about \$1.35 million per year. The General Fund will absorb necessary future capital costs of Fire Rescue to mitigate any property tax increase for this purpose in the 2020 levy.

City IMRF and FICA Fund

The levy for non-sworn employee pension costs will be decreased \$382k to absorb the increases provided for the public safety pension funds. The City was fortunate to experience a one-year drop in the employer contribution rate for IMRF in 2019, as well as experienced savings from vacant positions. These opportunities will allow the City to absorb the public safety fund increases using a planned draw-down of fund balance from the City IMRF and FICA Fund.

School Crossing Guard Fund

The levy for the School Crossing Guard Fund is for the City's share of the crossing guards provided for school age children. School District 47 reimburses the City for the remaining half of incurred costs for this service. This levy line item is recommended to remain flat at \$55k for the year. With the state of in-person school options in question for the foreseeable future, any unspent funds for this purpose would be reserved within the School Crossing Guard Fund, to be used solely for this purpose in future years.

Crystal Lake Library Expenses

Each year, the Crystal Lake Library Board approves and forwards a tax levy request to the City Council. The Library is a component unit of the City, meaning that it does not have independent taxing authority. The Library typically approves their tax levy request in mid-October. The Library Board has requested a 0% change to their levy as well. The Library maintains three items on their levy, including operations, Library IMRF and Library FICA.

On November 17, 2020, the City Council adopted a resolution setting the maximum levy at \$17,729,805. Below is the proposed 2020 tax levy as compared to the 2019 levy, demonstrating the shifting of amounts between categories, but no change to the total amount levied.

	2019 Levy Request	2020 Levy Request	\$ Change	% Change
Fire Rescue	\$6,850,922	\$6,850,922	\$0	0.00%
Crossing Guard	\$55,002	\$55,002	\$0	0.00%
Police Pension	\$2,690,477	\$2,930,906	\$240,429	8.94%
Fire Pension	\$1,882,261	\$2,023,967	\$141,706	7.53%
City IMRF	\$850,004	\$750,000	(\$100,004)	-11.77%
City Social Security	\$725,006	\$442,875	(\$282,131)	-38.91%
Total - City	\$13,053,672	\$13,053,672	\$0	0.00%
Library Operations	\$4,195,692	\$4,195,692	\$0	0.00%
Library IMRF	\$280,201	\$280,201	\$0	0.00%
Library Social Security	\$200,240	\$200,240	\$0	0.00%
Total - Library	\$4,676,133	\$4,676,133	\$0	0.00%
Total - All Funds	\$17,729,805	\$17,729,805	\$0	0.00%

Determining the impact of the City's tax levy on area home values is dependent on several factors: the assessed value of a property as determined by each township's assessor, the equalization multiplier assigned by each township supervisor, the equalization multiplier assigned by the State and exemptions specific to each property and property owner, (homestead, senior, senior freeze, etc.). The City of Crystal Lake spans four different townships: Algonquin Township, Nunda Township, Dorr Township and Grafton Township.

The City of Crystal Lake City Council must adopt a property tax levy and annually certify to the County Clerk, on or before the last Tuesday in December, the amount to be levied. The resolution determining the maximum 2020 tax levy was adopted on November 17, 2020. Adoption of this resolution was merely a procedural requirement and the actual levy ordinance will be considered following the public hearing at the December 15, 2020 City Council meeting.

Recommendation:

It is the recommendation of the City Manager and Director of Finance to adopt the proposed 2020 Property Tax Levy Ordinance and Certificate of Compliance.

Votes Required to Pass:

Simple Majority

DRAFT

Ord.

File No.



**AN ORDINANCE FOR THE LEVY
AND ASSESSMENT OF TAXES
FOR THE CITY OF CRYSTAL LAKE
FOR THE FISCAL YEAR BEGINNING
THE 1ST DAY OF MAY, 2020 TO
THE 30TH DAY OF APRIL, 2021**

**ADOPTED BY THE
CITY COUNCIL
OF THE
CITY OF CRYSTAL LAKE**

December 15, 2020

**Published in pamphlet form by the authority of the City Council of the
City of Crystal Lake, McHenry County, Illinois, this 15th day of December, 2020.**

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**AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES
FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING
THE 1ST DAY OF MAY, 2020 TO
THE 30TH DAY OF APRIL, 2021**

WHEREAS, the City Council of Crystal Lake in the County of McHenry and State of Illinois did on the 28th day of April, 2020, pass the Annual Budget in accordance with Chapter 65 5/8-2.-9.1, *et. seq.* of the Illinois Compiled Statutes, for the City for the fiscal year beginning on the 1st day of May 2020 the amount of which is ascertained to be One Hundred Eight Million, Twenty-One Thousand, Three Hundred Seventy-Two Dollars and No Cents (\$108,021,372), excluding inter-fund transfers, which said Budget Resolution was duly published on the 28th day of April, 2020.

WHEREAS, pursuant to State Law (Public Act 95-950), the Mayor and City Council hereby accept the Compliance Reports submitted by the Crystal Lake Firefighters' Pension Fund and the Crystal Lake Police Pension Fund for the year ended April 30, 2020.

WHEREAS, the Mayor and City Council of the City of Crystal Lake did on the 17th day of November, 2020, determine that the levy of the City of Crystal Lake for 2020 would not exceed \$17,729,805 exclusive of debt service and, pursuant to Chapter 35, Illinois Compiled Statutes 200/18-55 *et. seq.*, entitled "Truth in Taxation Act," all provisions of said Act were fully complied with by the City of Crystal Lake.

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

Section 1: That the total amount of appropriations for all corporate purposes legally made to be collected from the tax levy of the current fiscal year is hereby ascertained to be the sum of Seventeen Million Seven Hundred Twenty-Nine Thousand Eight Hundred Five Dollars and No Cents (\$17,729,805).

Section 2: That the sum of Seventeen Million Seven Hundred Twenty-Nine Thousand Eight Hundred Five Dollars and No Cents (\$17,729,805) being the total of appropriations heretofore legally made that are to be collected from the tax levy of the City of Crystal Lake for the purpose of providing for the Illinois Municipal Retirement and Federal Insurance Contributions Act Fund (the City's contributions to IMRF and for Social Security and Medicare taxes), Police Pension Fund, Fire Pension Fund, Library Operating Fund, Library IMRF Fund (the Library's contributions to IMRF), the Library Federal Insurance Contributions Act Fund (the Library's contributions for Social Security and Medicare taxes), Fire Rescue Fund and School Crossing Guard Fund, and Debt Service Funds as appropriated for the current fiscal year by annual appropriation of the City of Crystal Lake for the Fiscal Year 2020-2021, passed by the Acting Mayor and City Council of said City at the legally convened meeting of April 28, 2020 be, and the same is hereby levied upon all of the taxable property in

the City of Crystal Lake subject to taxation for the current year, the specific amounts as levied for the various funds heretofore named being included herein by being placed in separate columns under the heading “Tax Levy” that appears over them, the tax so levied being for the current fiscal year of said City, and for the said appropriation to be collected from said tax levy, the total of which has been ascertained as aforesaid and being as follows:

Fund	Appropriation	Tax Levy
City Funds		
General Fund	\$ 29,004,163	\$ -
Restricted Police Funds	30,600	-
Fire Rescue Fund	10,957,531	6,850,922
Road/Vehicle License Fund	55,680	-
School Crossing Guard Fund	110,000	55,002
IMRF/FICA Fund - IMRF	916,797	750,000
IMRF/FICA Fund - FICA	755,674	442,875
Motor Fuel Tax Fund	941,000	-
Foreign Fire Insurance Fund	64,700	-
Commuter Parking Fund	276,139	-
Debt Service Funds	926,516	-
TIF Funds	2,250	-
Capital Replacement Fund	12,629,004	-
Water & Sewer Funds	31,793,038	-
Group Insurance Fund	5,801,825	-
Police Pension Fund	3,767,000	2,930,906
Fire Pension Fund	2,113,600	2,023,967
Sub-Total City Funds	\$ 100,145,517	\$ 13,053,672
Library Funds		
Library Operations	\$ 5,213,700	\$ 4,195,692
Library IMRF	373,342	280,201
Library FICA	213,455	200,240
Construction & Repair Fund	592,560	-
Gift & Memorial Fund	236,078	-
Per Capital Grant Fund	101,858	-
Special Reserve Fund	2,900,000	-
Sub-Total Library Funds	\$ 9,630,993	\$ 4,676,133
Grand Total - All Funds	\$ 109,776,510	\$ 17,729,805

Section 3: That the total amount of Seventeen Million Seven Hundred Twenty-Nine Thousand Eight Hundred Five Dollars and No Cents (\$17,729,805) ascertained above, be and is hereby levied and assessed on all property subject to taxation within the City of Crystal Lake according to the value of said property as assessed and equalized for state and county purposes for the current year.

Section 4: That this Levy Ordinance is adopted pursuant to the procedures set forth in the Illinois

DRAFT

Municipal Code.

Section 5: That there is hereby certified to the County Clerk of McHenry County, Illinois, the several sums above, constituting said total amount, and the total amount of Seventeen Million Seven Hundred Twenty-Nine Thousand Eight Hundred Five Dollars and No Cents (\$17,729,805), which total amount the City of Crystal Lake requires to be raised by taxation for the current fiscal year of the City, and the City Clerk of the City is hereby ordered and directed to file with the County Clerk of the County on or before the time required by law, a certified copy of this Ordinance.

Section 6: That the rate percent be ascertained and tax extended as provided by law against the property included in the City of Crystal Lake.

Section 7: That the provisions of the Truth in Taxation Act, Chapter 35, Illinois Compiled Statutes, 200/18-55 *et. seq.*, were complied with by the City of Crystal Lake.

Section 8: Pursuant to Statute, in compliance with Public Act 83-881, the City of Crystal Lake did file on May 6, 2020 an Estimate of Revenue by Source with the McHenry County Clerk's office.

Section 9: Pursuant to the Illinois State Constitution of 1970, the City of Crystal Lake is a Home Rule unit of government, and as such, is not subject to the Act adopted by the Legislature in 1991 providing for tax levy limitations, nor is the City of Crystal Lake subject to individual fund rate limitations.

Section 10: That this Ordinance shall take effect and be in full force and effect immediately on and after its passage and approval.

ADOPTED this 15th day of December 2020, pursuant to a roll call vote as follows:

AYES:

NAYS:

APPROVED this 15th day of December 2020.

Haig Haleblian, Acting Mayor

ATTEST:

Nick Kachiroubas, City Clerk

DRAFT

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION

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

I do hereby certify that the Ordinance hereto attached entitled “AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF MAY, 2020 TO THE 30TH DAY OF APRIL, 2021” is a true and correct copy of said Ordinance duly passed at a regular meeting of the Mayor and City Council held on the 15th day of December, 2020, at Crystal Lake, Illinois, at which time ____ Council members were present, _____ attended via remote telephone, and ____ Council members were absent. Motion was made by Councilmember _____ and seconded by Councilmember _____ that the foregoing Ordinance be passed and approved. Upon roll call vote, ____ Council members voted aye, whereupon said Ordinance was declared duly passed and therefore approved by the Acting Mayor, Haig Haleblan.

Nick Kachiroubas, City Clerk

(SEAL)

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CERTIFICATION OF COMPLIANCE WITH TRUTH IN TAXATION ACT

I, HAIG HALEBLIAN, the Presiding Officer of the CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation, do hereby certify that the Levy adopted on December 15, 2020 complies with the provisions of the Truth in Taxation Act, Chapter 35, and Illinois Compiled Statutes 200/18-55 *et. seq.*

Haig Haleblian, Acting Mayor
Presiding Officer of the
City of Crystal Lake

Subscribed and sworn to
before me this ___ day of
_____, 2020.

Notary Public