



**CITY OF CRYSTAL LAKE**  
**AGENDA**  
**CITY COUNCIL**  
**REGULAR MEETING**  
City of Crystal Lake  
100 West Woodstock Street, Crystal Lake, IL  
City Council Chambers  
January 5, 2021  
7:00 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – December 15, 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. **Approved Financial Institutions and Signatories**
10. **Liquor Code Change – Class 20 Temporary Liquor License**
11. **Board and Commission Reappointments - Planning and Zoning Commission**
12. **Council Inquiries and Requests**
13. **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**
14. **Reconvene to Regular Session**
15. **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

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<b><u>Meeting Date:</u></b>	January 5, 2021
<b><u>Item:</u></b>	Approved Financial Institutions and Signatories
<b><u>Staff Recommendation:</u></b>	Adopt a Resolution authorizing the annual list of approved financial institutions.
<b><u>Staff Contact:</u></b>	Jodie Hartman, Director of Finance

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**Background:**

Adoption of this Resolution is merely an annual procedural requirement. This disclosure is presented to provide information relating to individuals who have been designated as official signatories on the City's accounts, designated financial institutions and general functions that will be performed.

No changes are currently recommended to the official signatories. The list of authorized institutions has been amended to include Illinois National Bank. The City intends to use Illinois National Bank as an option for accepting utility bill payments via a secure, toll-free telephone service. This option would be facilitated by the State of Illinois E-Pay Program.

This information was last reviewed by City Council in November 2020.

Attached is a Resolution that discloses the banks and brokerage firms along with the designated signatories.

**Votes Required to Pass:**

Simple Majority

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**RESOLUTION NO.**

**DESIGNATION OF FINANCIAL INSTITUTIONS AND SIGNATORIES**

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

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

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

- Amalgamated Bank of Chicago
- BB&T Bank
- BMO Harris Bank
- BNY Mellon
- Charles Schwab
- Citizens Bank
- Crystal Lake Bank and Trust Company
- First Midwest Bank
- Home State Bank
- Illinois Funds
- Illinois Metropolitan Investment Fund
- Illinois National Bank
- Sawyer Falduto Asset Management, LLC
- US Bank
- Wintrust Financial

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

**BE IT FURTHER RESOLVED** that the City of Crystal Lake reserves the right to conduct business with the above-mentioned institutions as determined necessary. This includes a depository account, wire transfer agreements, third party surety agreements, safekeeping agreements, collateral agreements and lockbox agreements. For the purpose of transaction clearing and safekeeping or the purchase of insured certificates of deposit, the above are

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authorized to act on behalf of this entity as its agent with respect to such accounts and agreements. The intent is to earn the highest returns on its investments at the lowest cost and risk.

**DATED** at Crystal Lake, Illinois, this 5<sup>th</sup> day of January, 2021.

**APPROVED:**

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Haig Haleblian, ACTING MAYOR

**SEAL:**

**ATTEST:**

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Nick Kachiroubas, CITY CLERK

**PASSED:** January 5, 2021

**APPROVED:** January 5, 2021



## Agenda Item No: 10

### City Council Agenda Supplement

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<b><u>Meeting Date:</u></b>	January 5, 2021
<b><u>Item:</u></b>	Liquor Code Change - Class 20 Temporary Liquor License
<b><u>Staff Recommendation:</u></b>	Motion to adopt an Ordinance amending Chapter 329-5 of the City Code, regarding Liquor.
<b><u>Staff Contact:</u></b>	Eric T. Helm, Deputy City Manager

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#### **Background:**

The City has received an inquiry regarding the inclusion of alcoholic liquor, specifically bourbon, in the original package as a raffle prize for fundraisers held by not-for-profit organizations. The inclusion of alcohol as a raffle prize constitutes the sale of alcohol and requires a temporary liquor license. While raffle licenses are approved administratively per the City Code, the issuance of a temporary liquor license is necessary for not-for-profit organizations to raffle alcohol as a prize and requires consideration by the City Council.

The City's existing Class 20 Temporary Liquor License allows not-for-profit organizations to offer beer and wine in the original package as a raffle prize, but does not allow hard liquor or "spirits" to be included as a prize. The Illinois Liquor Control Act separately defines beer, wine and spirits, and includes each of these categories within the broader definition of "alcoholic liquor". Section 329-1 of the City Code similarly includes these categories within the definition of "alcoholic liquor". In order to provide more options for not-for-profit organizations wanting to hold raffles, which include hard liquor or "spirits" in the original package as a prize, it is proposed that the Class 20 Temporary Liquor License be amended to allow for the sale of all **alcoholic liquor** in the original package.

Attached for City Council review is the proposed Ordinance.

#### **Votes Required to Pass:**

Simple majority

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**AN ORDINANCE AMENDING CHAPTER 329-5 OF THE CODE OF THE CITY OF CRYSTAL LAKE PERTAINING TO LIQUOR**

**WHEREAS**, the City of Crystal Lake, (the “City”) is a home rule municipality as contemplated under Article VII Section 6 of the Constitution of the State of Illinois and the passage of this Ordinance constitutes an exercise of the City’s home rule powers; and

**WHEREAS**, it is in the best interest of the City of Crystal Lake to allow not-for-profit corporations or organizations to sell wine on the premises in packages only but not for consumption on the premises specified in a temporary liquor license request as part of a Class 20 temporary liquor license; and

**WHEREAS**, the Mayor and City Council have found and determined that it is in the best interest of the City and its residents to amend the City Code.

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

**SECTION I: Recitals.** The foregoing recitals are hereby incorporated as though fully restated herein.

**SECTION II: Amendments to Chapter 329-5.** The following sections of Chapter 329-5 are hereby amended to provide as follows:

- (Additions are denoted in bold and underlined, deletions are denoted by strikethroughs)

§ 329-5. License classifications; fees.

T. Class 20 license which shall authorize the retail sale of **alcoholic liquor** on the premises in packages only but not for consumption on the premises specified in the license where sold. The license shall be issued to not-for-profit corporations or organizations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three days and shall be issued only for special events sponsored by the not-for-profit corporation or organization requesting the license. No Class 20 license shall be issued until the local Liquor Control Commissioner and the Mayor and City Council have established a) the location upon the premises where **alcoholic liquor** is to be sold; b) the hours of operation

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which shall not be extended beyond those provided in § 329-3 of this chapter; c) proof of insurance as required by this chapter or the laws of the State of Illinois; d) a list of members of the corporation who will be selling **alcoholic liquor** at the location pursuant to the license; e) proof of permission from the owner of the premises authorizing the sale of **alcoholic liquor** during the time requested in the permit and such other requirements as the Mayor and City Council or Liquor Control Commissioner deem appropriate in the case of each particular permit. The license fee for each Class 20 license permit as hereinbefore set forth shall be the sum of \$20. The Mayor and City Council may approve such other fees or deposits as they deem appropriate to ensure compliance with the terms and provisions of the permit.

**SECTION III: Effective Date.** This ordinance shall be in full force and effect from and after its passage and approval according to law.

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

DATED at Crystal Lake, Illinois, this 5th day of January, 2021.

APPROVED:

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Haig Haleblian, ACTING MAYOR

ATTEST:

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CITY CLERK

PASSED: January 5, 2021

APPROVED: January 5, 2021

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



**Agenda Item No: 11**

**City Council  
Agenda Supplement**

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**Meeting Date:**

January 5, 2021

**Item:**

Planning and Zoning Commission (PZC) Reappointments and Chair Reappointment

**Staff Recommendation:**

Motion to confirm reappointments of Jim Jouron, Al Skluzacek, and Jeff Greenman to the Planning and Zoning Commission (PZC) and the reappointment of Jeff Greenman as Chair of the Planning and Zoning Commission.

**Contact:**

Haig Haleblian, Acting Mayor

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**Background:**

Per the City Code, appointments to the Planning and Zoning Commission are made by the Mayor and confirmed by the City Council.

The terms of three members of the Planning and Zoning Commission (PZC), Jim Jouron, Al Skluzacek, and Jeff Greenman, will expire at end of January 2021. Mr. Jouron, Mr. Skluzacek, and Mr. Greenman would like to be reappointed. The new terms will expire January 31, 2025.

The City Code also requires the appointment of the Chair of the Planning and Zoning Commission (PZC). Mr. Greenman was appointed Chair in June 2020, and wishes to continue serving as Chair of the Planning and Zoning Commission.

**Votes Required to Pass:**

Simple majority.