



CITY OF CRYSTAL LAKE

AGENDA

CITY COUNCIL REGULAR MEETING

**City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
October 19, 2010
7:30 p.m.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Proclamation – Working World**
5. **Approval of Minutes – October 5, 2010 Regular City Council Meeting**
6. **Accounts Payable**
7. **Public Presentation**
The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the city staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against city staff or elected officials are not permitted.
8. **Mayor's Report**
9. **Council Reports**
10. **Consent Agenda**
 - a. **Resolution authorizing appointment of IRMA Delegate.**
11. **1100 Coventry Lane – Land Use Variation to allow a telecommunications tower in the “RE” Residential Estate district; Special Use Permit for a telecommunications tower; and Variation from Article 4-800, Exterior Lighting Standards to allow three 1000-watt up lights to illuminate the flag pole.**
12. **Resolution authorizing execution of a lease agreement between the City of Crystal Lake and T-Mobile Central LLC, for Wastewater Treatment Plant #2.**
13. **Aaron’s Furniture, 6107 Northwest Highway, Unit C – Unified Development Ordinance Sign Variation request for additional wall signage.**
14. **The UPS Store, 1145 S. Route 31, Unit I – Unified Development Ordinance Sign Variation request to extend the limit of a banner sign.**
15. **Willow Creek Community Church, 220 Exchange Drive – Special Use Permit Amendment to remove the time limitation for Willow Creek religious establishment.**
16. **Bid award and resolution authorizing execution of a purchase agreement for the provision of Super Mix and Calcium Chloride.**

17. **Bid award and resolution authorizing execution of a contract for LED Traffic Signal Upgrades, and allowing for a 10 percent contingency.**
18. **Resolution authorizing execution of a contract amendment for Water Softener Replacement and Modification Design and Construction Engineering to include Design and Construction Engineering of TCE remediation structures at Water Treatment Plant #4.**
19. **Council Inquiries and Requests**
20. **Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining, and personnel.**
21. **Reconvene to Regular Session.**
22. **Adjourn**

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



Agenda Item No: 10a

**City Council
Agenda Supplement**

Meeting Date:

October 19, 2010

Item:

Appointment of IRMA Delegate

Council Recommendation:

Motion adopting a resolution authorizing the appointment of Bradley S. Mitchell, Assistant to the City Manager, to represent the City of Crystal Lake on the Board of Directors of the Intergovernmental Risk Management Agency.

Staff Contact:

Gary J. Mayerhofer, City Manager

Background:

As the City Council is aware, the Intergovernmental Risk Management Agency (IRMA) provides the City with general liability, auto and workers' compensation insurance. IRMA is a risk pool of over 70 Chicago-area municipalities and special districts. Per IRMA's bylaws, each pool member shall appoint one (1) delegate and one (1) alternate delegate to represent the City and serve on the Board of Directors, provided that the alternate delegate may only serve on the Board of Directors in the event of the delegate's absence or inability to act. IRMA's Board of Directors is the governing body of the pool and sets pool policy related to insurance coverage and limits.

Previously, Eric T. Helm, Deputy City Manager, served as the IRMA delegate. Due to Mr. Helm's new responsibilities with Three Oaks Recreation Area, it is appropriate to appoint a new delegate on behalf of the City. Mark F. Nannini, Director of Finance, will continue to serve as the City's alternate delegate to IRMA.

Votes Required to Pass:

Simple majority vote of the City Council



DRAFT

RESOLUTION

WHEREAS, the City of Crystal Lake adopted the Contract and By-Laws of the Intergovernmental Risk Management Agency by Ordinance and thereby became a member of said cooperative; and

WHEREAS, said contract provides that member units of local government shall by majority vote of its corporate authorities select one (1) person to represent that body on the Board of Directors of said Intergovernmental Agency.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, of McHenry County, Illinois, that Bradley S. Mitchell, Assistant to the City Manager, of the City of Crystal Lake, is hereby appointed to represent the City of Crystal Lake on the Board of Directors of said Intergovernmental Risk Management Agency commencing October 19, 2010.

BE IT FURTHER RESOLVED that Mark F. Nannini, Director of Finance, of the City of Crystal Lake, shall continue to serve as the alternate representative to serve if Bradley S. Mitchell is unable to carry out his aforesaid duties as the representative of the City of Crystal Lake to said Intergovernmental Agency.

DATED this 19th day of October, 2010

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: October 19, 2010
APPROVED: October 19, 2010



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date: October 19, 2010

Item: REPORT OF THE PLANNING & ZONING COMMISSION

#2010-46 1100 Coventry Lane (T-Mobile)

- (i) Land Use Variation to allow a telecommunications tower in the "RE" Residential Estate district;
- (ii) Special Use Permit for a telecommunications tower; and
- (iii) Variation from Article 4-800, Exterior Lighting Standards to allow three 1000-watt up lights to illuminate the flag pole.

Mark Layne, T-Mobile Central LLC
8550 W. Bryn Mawr, Chicago, IL 60631

PZC Recommendation: A motion to approve the Planning and Zoning Commission recommendations approving an ordinance granting a land use variation, special use permit and variation for 1100 Coventry Lane.

Staff Contact: Michelle Rentsch, Director of Planning and Economic Development

Background: T-Mobile Central LLC is requesting to install a telecommunications tower at 1100 Coventry Lane. The property is the site of the City's Wastewater Treatment Plant #2 and is zoned "RE" Residential Estate. Prior to the adoption of the Unified Development Ordinance (UDO), telecommunications towers were permitted in any zoning district upon the approval of a Special Use Permit. Following the adoption of the UDO, Wireless Communication Towers are permitted upon the approval of a Special Use Permit in the E, Estate; M-L, Manufacturing Limited and M, Manufacturing districts. The petitioner is requesting a use variation along with a special use permit and variation to allow a telecommunications tower at this location.

The tower will be generally located on the southeast portion of the site, north of an existing building on-site. T-Mobile is proposing a 139-foot high stealth tower that is in the form of a flag pole and will include a 30' x 60' U.S. flag. The criteria for wireless communication towers that were adopted as part of the UDO permit a maximum height for the tower of up to 200 feet as measured from the tower base to the highest point of the tower and any attached receiving or transmitting device. The proposed tower will meet this requirement. Monopole towers must be set back from all property lines by a distance of 110 percent of the height of the tower per the criteria

in the UDO. The flag pole will meet the setback requirement. The flag pole is engineered to accommodate five levels of antenna, all of which will be concealed. The base equipment will be located inside a fenced area. The petitioner will have planted 6-foot high shrubs along the east side of the fenced-in area to screen the equipment from possible public view (from Rakow Road). There is a fair amount of vegetation along the entire perimeter of the treatment plant facility. T-Mobile has received Federal Aviation Administration (FAA) approval as well as approval from the Village of Lake in the Hills because of its proximity to the airport.

Following the Planning and Zoning Commission meeting, the City had discussions with the petitioner regarding the maintenance of the pole. Based on those discussions, the City may be responsible for maintaining the pole and would prefer that the pole be painted a neutral color, rather than be galvanized. Accordingly, an additional condition is recommended to be added.

PZC Highlights

At the Planning and Zoning Commission meeting, there was no concern regarding the proposed use. The Planning and Zoning Commission recommended **approval (7-0)** 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, Statement in support of application (Layne, received 7-15-10)
 - B. Lease Site and Easements Survey (ASM, dated 1-21-10, received 7-15-10)
 - C. FAA Determination (Issue Date 3-23-10, received 7-15-10)
 - D. LITH Approval Letter (Issue Date 6-15-10, received 7-15-10)
 - E. RF Emissions Compliance Report (Sitesafe, Inc. dated 12-17-09, received 7-15-10)
 - F. Coverage Maps, Flag Pole Tower example (Layne, received 7-15-10)
 - G. Plan Set (Kamry, dated 5-11-10, received 7-15-10)
- 2) A variation from Article 4-800, Exterior Lighting Standards to allow three 1000-watts up lights to illuminate the flag pole is hereby granted.
- 3) The security fencing around the lease site shall be 8 feet tall with the appropriate anti-climbing devices.
- 4) Evergreen species (hemlocks, junipers, pines) are recommended for the proposed plantings.
- 5) **Upon review and approval by staff, the flagpole shall be painted a neutral color.**
(Recommended by staff)
- 6) The petitioner shall address all comments of the Planning and Economic Development, Engineering and Building, Public Works, Fire Rescue and Police Departments.

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A LAND USE VARIATION, SPECIAL USE
PERMIT, AND VARIATION
AT 1100 COVENTRY LANE

WHEREAS, pursuant to the terms of a Petition (File #2010-46) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Land Use Variation to allow a telecommunications tower in the "RE" Residential Estate district; Special Use Permit for a telecommunications tower; and Variation from Article 4-800, Exterior Lighting Standards to allow three-1000 watts up lights to illuminate the flag poles for T-Mobile at 1100 Coventry Lane (WW Treatment Plant #2); and

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

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

Section I: That a Land Use Variation to allow a telecommunications tower in the "RE" Residential Estate district; Special Use Permit for a telecommunications tower; and Variation from Article 4-800, Exterior Lighting Standards to allow three-1000 watts up lights to illuminate the flag poles for T-Mobile for the property commonly known as 1100 Coventry Lane (WW Treatment Plant #2), Crystal Lake, Illinois.

Section II: Said Variations and Special Use is issued with the following conditions:

1. Approved plans, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application, Statement in support of application (Layne, received 7-15-10)
 - B. Lease Site and Easements Survey (ASM, dated 1-21-10, received 7-15-10)
 - C. FAA Determination (Issue Date 3-23-10, received 7-15-10)
 - D. LITH Approval Letter (Issue Date 6-15-10, received 7-15-10)
 - E. SRF Emissions Compliance Report (Sitesafe, Inc. dated 12-17-09, received 7-15-10)
 - F. Coverage Maps, Flag Pole Tower example (Layne, received 7-15-10)
 - G. Plan Set (Kamry, dated 5-11-10, received 7-15-10)
2. A variation from Article 4-800, Exterior Lighting Standards to allow three-1000 watts up lights to illuminate the flag poles is hereby granted.

DRAFT

3. The security fencing around the lease site shall be 8 feet tall with the appropriate anti-climbing devices.
4. Evergreen species (hemlocks, junipers, pines) are recommended for proposed plantings.
5. Upon review and approval by staff, the flagpole shall be painted a neutral color.
6. The petitioner shall address all comments of the Planning and Economic Development, Engineering and Building, Public Works, Fire Rescue and Police Departments.

Section III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit 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 and approval as provided by law.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

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



Agenda Item No: 12

City Council Agenda Supplement

<u>Meeting Date:</u>	October 19, 2010
<u>Item:</u>	T-Mobile Lease Agreement
<u>Recommendation:</u>	Motion to adopt a resolution authorizing the Mayor to execute the lease agreement between the City of Crystal Lake and T-Mobile Central LLC, d/b/a <i>T-Mobile®</i> , for Wastewater Treatment Plant #2.
<u>Staff Contact:</u>	George J. Koczwara, Deputy City Manager

Background:

For some time now, City staff has been working with representatives from T-Mobile in drafting an agreement to place a cell tower at Wastewater Treatment Plant #2 (Dartmoor/McHenry). Unlike the previous eleven (11) lease agreements approved by the City Council, the agreement with T-Mobile would include the construction of a stand-alone cell tower. For this fiscal year, the twelve total lease agreements, including this T-Mobile Agreement, if approved, will generate approximately \$375,654 in revenue for the City. However, unlike standard cell towers, the proposed 139 ft. T-Mobile cell tower would be concealed as a flagpole and would include a 30' x 60' U.S. flag.

As part of the approval process, T-Mobile has received Federal Aviation Administration approval, as well as approval from the Village of Lake in the Hills (LITH) because of its proximity to the airport. LITH approval is required because the Village enacted an airport hazard zoning ordinance, which restricts the height of structures and otherwise regulates the use of property in the vicinity of the Lake in the Hills Airport. LITH has the authority to enact the ordinance through authority conferred by the Illinois Airport Zoning Act.

Included please find a draft of the lease agreement and draft construction plans, as well as a photo of a similar flagpole tower. If approved, the flagpole would be engineered to allow for the installation of two additional carriers, subject to negotiating a ground lease agreement with the City. The City is finalizing an agreement with one such potential co-locator.

Under the terms of the agreement, T-Mobile will construct the pole and, upon completion, will transfer the ownership of the pole to the City. The City will be responsible for the maintenance of the pole but will also collect all co-location rents. Under this scenario, the City will collect at least \$30,000 per year from each potential co-locator. As designed, there is the ability to add two additional co-locators.

As previously mentioned, the City is finalizing a contract with one such co-locator. When fully leased, the City will have the potential to generate at least \$90,000 per year. If T-Mobile were to retain ownership of the pole, the only additional revenue that the City could collect would be for ground lease space. This ground lease revenue is approximately \$16,000 per year per co-locator. By owning the pole, the City has the potential to collect additional revenue throughout the course of the twenty-year lease. The charts below provide a comparison of potential revenue between the two ownership scenarios if the tower is fully leased with leases that include 5% escalators.

City revenue generated if City Owns the Pole

	T-Mobile	Carrier 2	Carrier 3	
FY 10/11	\$30,000.00	\$30,000.00	\$30,000.00	
FY 11/12	\$31,500.00	\$31,500.00	\$31,500.00	
FY 12/13	\$33,075.00	\$33,075.00	\$33,075.00	
FY 13/14	\$34,728.75	\$34,728.75	\$34,728.75	
FY 14/15	\$36,465.19	\$36,465.19	\$36,465.19	
FY 15/16	\$38,288.45	\$38,288.45	\$38,288.45	
FY 16/17	\$40,202.87	\$40,202.87	\$40,202.87	
FY 17/18	\$42,213.01	\$42,213.01	\$42,213.01	
FY 18/19	\$44,323.66	\$44,323.66	\$44,323.66	
FY 19/20	\$46,539.85	\$46,539.85	\$46,539.85	
FY 20/21	\$48,866.84	\$48,866.84	\$48,866.84	
FY 21/22	\$51,310.18	\$51,310.18	\$51,310.18	
FY 22/23	\$53,875.69	\$53,875.69	\$53,875.69	
FY 23/24	\$56,569.47	\$56,569.47	\$56,569.47	
FY 24/25	\$59,397.95	\$59,397.95	\$59,397.95	
FY 25/26	\$62,367.85	\$62,367.85	\$62,367.85	
FY 26/27	\$65,486.24	\$65,486.24	\$65,486.24	
FY 27/28	\$68,760.55	\$68,760.55	\$68,760.55	
FY 28/29	\$72,198.58	\$72,198.58	\$72,198.58	
FY 29/30	\$75,808.51	\$75,808.51	\$75,808.51	
Total	\$991,978.62	\$991,978.62	\$991,978.62	\$2,975,935.87

City revenue generated if T-Mobile owns the Pole

	T-Mobile	Carrier 2	Carrier 3	
FY 10/11	\$30,000.00	\$16,000.00	\$16,000.00	
FY 11/12	\$31,500.00	\$16,800.00	\$16,800.00	
FY 12/13	\$33,075.00	\$17,640.00	\$17,640.00	
FY 13/14	\$34,728.75	\$18,522.00	\$18,522.00	
FY 14/15	\$36,465.19	\$19,448.10	\$19,448.10	
FY 15/16	\$38,288.45	\$20,420.51	\$20,420.51	
FY 16/17	\$40,202.87	\$21,441.53	\$21,441.53	
FY 17/18	\$42,213.01	\$22,513.61	\$22,513.61	
FY 18/19	\$44,323.66	\$23,639.29	\$23,639.29	
FY 19/20	\$46,539.85	\$24,821.25	\$24,821.25	
FY 20/21	\$48,866.84	\$26,062.31	\$26,062.31	
FY 21/22	\$51,310.18	\$27,365.43	\$27,365.43	
FY 22/23	\$53,875.69	\$28,733.70	\$28,733.70	
FY 23/24	\$56,569.47	\$30,170.39	\$30,170.39	
FY 24/25	\$59,397.95	\$31,678.91	\$31,678.91	
FY 25/26	\$62,367.85	\$33,262.85	\$33,262.85	
FY 26/27	\$65,486.24	\$34,925.99	\$34,925.99	
FY 27/28	\$68,760.55	\$36,672.29	\$36,672.29	
FY 28/29	\$72,198.58	\$38,505.91	\$38,505.91	
FY 29/30	\$75,808.51	\$40,431.20	\$40,431.20	
Total	\$991,978.62	\$529,055.27	\$529,055.27	\$2,050,089.15

Over the course of the twenty-year lease, the City will generate an additional \$925,846.72 by retaining ownership of the pole.

In determining potential risks by owning such a facility, Staff contacted the City's insurance carrier, as well as the construction company that maintains the SEECOM tower. The City's insurance carrier has indicated that ownership of such a pole is relatively common and does not increase the City's liability premiums. The construction company indicated that maintenance on such a pole is limited and in most cases only includes the replacement of the aviation warning light bulb every five years. The cost for such replacement is approximately \$700. In terms of repainting of the pole, the tower contractor stated that when applied according to industry standards, the paint should hold up throughout the twenty-year lease term.

One additional benefit is that the City has the option to place its own equipment on the pole at the 89 to 99-foot level at no cost. This area could be used by the City in the future for the use of radio transmission.

The City has worked to ensure that the equipment facilities will be adequately landscaped. The agreement includes a requirement that T-Mobile pay for a City-determined engineering consultant who will review the engineering and structural plans and inspect the equipment installation. It is staff's recommendation to execute the lease agreement between the City of Crystal Lake and T-Mobile for Wastewater Treatment Plant #2.

Votes Required to Pass:

Simple majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the Mayor be and he is hereby authorized and directed to execute the Ground Lease Agreement and other required documents between the City of Crystal Lake and T-Mobile Central LLC, d/b/a *T-Mobile@*, for Wastewater Treatment Plant #2.

DATED this 19th day of October, 2010

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: October 19, 2010
APPROVED: October 19, 2010



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date:

October 19, 2010

Item:

Unified Development Ordinance Sign Variation Request for additional wall signage at 6107 Northwest Highway Unit C (Aaron's Furniture)

Staff Recommendation:

City Council Discretion:

- A. Motion to approve the variation as requested.
- B. Motion to approve the request with any conditions.
- C. Motion to deny the variation request.

Staff Contact:

Victor C. Ramirez, Director of Engineering and Building
Rick Paulson, Building Commissioner

Background:

Aaron's Furniture is requesting to install two additional wall signs on the front façade at 6107 Northwest Highway Unit C. A sign permit has been issued to Aaron's Furniture to install a 49 square foot sign on the front façade of the building. Aaron's Furniture is requesting to install two additional signs on the same façade for a total of 24 square feet.

The Unified Development Ordinance allows tenants in multitenant buildings to install a maximum of 75 square feet of signage with no one sign to exceed 50 square feet. Tenants in corner suites may split the 75 square feet among three signs on different façades.

The owner has requested a variation from requirements located in UDO Table 4-1000 F: Commercial Signs. The variations are detailed in the following table.

Item	UDO Requirement	Proposed Sign	Sign Meets Ordinance Requirement?
Allowed Number of Wall Signs	3 per tenant on 3 separate façades	3 on 1 façade	No
Allowed Sign Area	75 square feet; may be split between 3 signs with a maximum of 50 square feet for any one sign	"Aaron's" sign – 49 square feet "Furniture" – 5 square feet "Electronics" – 7 square feet "Computers" – 6 square feet "Appliances" – 6 square feet	Yes
Permitted Height and Location	Must not extend above the roof line	Below the roof line	Yes

Attached is a sign variation application and permit application from Aaron's Furniture, a sign plan, and an elevation of the building showing the location of the wall signs.

The Unified Development Ordinance provides that a variation may be granted by the City Council where the literal application of the Code would create a particular hardship for the sign user and the following criteria are met:

- A. A literal application of the Code would not allow the most appropriate type of sign for the property.
- B. The granting of the requested variation would not be materially detrimental to the property owners in the vicinity.
- C. Hardship caused the sign user under a literal interpretation of the Code is due to conditions unique to that property and does not apply generally to the City.
- D. Granting of the variation would not be contrary to the general objectives of this Section.

Cindy Fitzpatrick from Heritage Signs has made the request on behalf of Aaron's Furniture and will be in attendance at the meeting to discuss this request with the City Council.

Votes Required to Pass:

Simple majority of City Council present.



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date: October 19, 2010

Item: Unified Development Ordinance Sign Variation Request to Extend the Limit of a Banner Sign at 1145 S. Route 31 Unit I (The UPS Store)

Staff Recommendation: City Council Discretion:
A. Motion to approve the variation as requested.
B. Motion to approve the request with any conditions.
C. Motion to deny the variation request.

Staff Contact: Victor C. Ramirez, Director of Engineering and Building
Rick Paulson, Building Commissioner

Background:

Margaret Krieg of The UPS Store is requesting to extend the time limit allowed to display a Limited Duration Sign on the rear of the building at 1145 S. Route 31. The UPS Store is requesting to display the banners for an additional six months.

The banner is 3 feet by 8 feet for a total of 24 square feet. It is displayed on the rear elevation of the building. The Unified Development Ordinance allows limited duration signs to be displayed for a total of 39 calendar days 4 times per year. Below is a table that summarizes the Building Division's history with this sign request.

<i>Date</i>	<i>Action</i>
April 26, 2010	The UPS Store was issued a limited duration sign permit to display the sign from April 26, 2010 to June 4, 2010.
June 4, 2010	The first limited duration sign permit expired.
June 7, 2010	Upon inspection, it was discovered that the sign had not been removed. Notice was left to remove the sign or apply for a new permit to display the sign.

June 7, 2010.	A second limited duration sign permit was issued to the UPS Store.
July 16, 2010.	The second limited duration sign permit expired.
July 19, 2010	Upon inspection, it was discovered that the sign had not been removed. Notice was given that the sign must be removed or a new permit to display the sign must be issued.
July 21, 2010	The third limited duration sign permit was issued.
August 25, 2010	The third limited duration sign permit expired.
August 26, 2010	Upon inspection, it was discovered that the sign had not been removed. Notice was given that the sign must be removed or a new permit to display the sign must be issued.
August 30, 2010	Upon re-inspection, it was discovered that the sign had still not been removed and the permit had not been renewed. Notice was left to remove the sign immediately or to renew the permit by the end of the business day.
August 30, 2010	The fourth limited duration sign permit was issued. The applicant was notified that this would be the last permit allowed this calendar year.
October 3, 2010	The fourth limited duration sign permit expired.
October 4, 2010	Upon inspection, it was discovered that the sign had not been removed. Notice was left to remove the sign immediately.
October 8, 2010	Upon re-inspection, it was discovered that the sign had not been removed. Notice was left to remove the sign on this date or a citation would be issued.
October 8, 2010	A variation application was received requesting approval to display the sign for an additional 6 months.

The owner has requested a variation from requirements located in UDO Table 4-1000 F: Commercial Signs. The variations are detailed in the following table.

Item	UDO Requirement	Proposed	Sign Meets Ordinance Requirement?
Quantity of Limited Duration Signs	1	1	Yes
Size	32 square feet	24 square feet	Yes
Height (feet)	Wall Mounted	Wall Mounted	Yes
Length of Display Time	30 days prior to the event (7 days) and removed 2 days after the event (39 days total)	To be displayed for 6 months	No

Number of Permits Per Year	4	5 for 2010	No
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Attached is a sign variation application and permit application from The UPS Store, a sign plan and photos of the sign.

The Sign Ordinance provides that a variation may be granted by the City Council where the literal application of the Code would create a particular hardship for the sign user and the following criteria are met:

- A. A literal application of the Code would not allow the most appropriate type of sign for the property.
- B. The granting of the requested variation would not be materially detrimental to the property owners in the vicinity.
- C. Hardship caused the sign user under a literal interpretation of the Code is due to conditions unique to that property and does not apply generally to the City.
- D. Granting of the variation would not be contrary to the general objectives of this Section.

Margaret Krieg has made the request on behalf of The UPS Store. Chuck Somers will be in attendance at the meeting and will represent The UPS Store to discuss this request with the City Council.

Votes Required to Pass:

Simple majority of City Council present.



Agenda Item No: 15

**City Council
Agenda Supplement**

-
- Meeting Date:** October 19, 2010
- Item:** REPORT OF THE PLANNING & ZONING COMMISSION
#2010-57 Willow Creek Community Church
Special Use Permit Amendment to remove the time limitation for Willow Creek religious establishment.
Jim Baird, petitioner; Ira Leavitt, attorney
220 Exchange Drive
- PZC Recommendation:** Motion to approve the recommendation of the Planning and Zoning Commission and adopt an ordinance amending the Special Use Permit to remove the time limitation for Willow Creek Community Church at 220 Exchange Drive.
- Staff Contact:** Michelle Rentzsch, Director of Planning & Economic Development
-

Background: Willow Creek Church was granted a Special Use Permit approval in November of 2004. The original SUP had a condition for a time limit, which expired at the end of their lease in 2015. The church has done well at this location and has extended their lease through 2022. They are requesting removal of the time limitation since they meet all the standards for the SUP.

PZC Highlights

The Commission had concerns about parking and traffic circulation when development patterns change in the future. They noted that parking may be restricted on Exchange Drive and of all the criteria of the SUP have been met.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioner's request subject to the following conditions.

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Willow Creek Community Church, received 9/08/10)
 - B. Alta Survey (Compass Land Surveying and Mapping, dated 5/02/06, received 9/08/10)
2. The conditions from Ordinance 5861 shall remain in effect, with the exception of Condition #2, which stipulates a time limit for this SUP.

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING AN AMENDMENT TO A SPECIAL USE PERMIT
AT 220 EXCHANGE DRIVE UNIT A

WHEREAS, pursuant to the terms of a Petition (File #2010-57) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of an Amendment to a Special Use Permit (Article 2 Section 2-300) to allow a religious establishment without a time-period limitation for the property located at 220 Exchange Drive Unit A, Crystal Lake, Illinois; and

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

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

Section I: That an Amendment to the Special Use Permit be issued to allow a religious establishment without a time-period limitation for the property commonly known as 220 Exchange Drive Unit A, Crystal Lake, Illinois.

Section II: Said Amendment to the Special Use is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Application (Willow Creek Community Church, received 9/08/10)
 - B. Alta Survey (Compass Land Surveying and Mapping, dated 5/02/06, received 9/08/10)
2. The conditions from Ordinance 5861 shall remain in effect, with the exception of Condition #2, which stipulates a time limit for this SUP.

Section III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the issuance of a Special Use Permit 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 and approval as provided by law.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

DRAFT

MAYOR

ATTEST:

CITY CLERK

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



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date: October 19, 2010

Item: Super Mix/Calcium Chloride for Snow Removal Operations

Staff recommendation: Motion to award the bid for the provision of Super Mix and Calcium Chloride to the lowest responsible, responsive bidder, SNI Solutions, Inc., and adopt a resolution authorizing the City Manager to execute a one-year purchase agreement with SNI Solutions, Inc.

Staff Contact: Eric R. Lecuyer, Director of Public Works

Background:

On October 11, 2010 the City of Crystal Lake publicly opened and read aloud bids received for a one-year provision of Super Mix and Calcium Chloride to be used in the City's snow-fighting efforts. The City uses Calcium Chloride in conjunction with rock salt to de-ice roads during or after major snow/ice events. Super Mix, on the other hand, is used as an anti-icing agent that is spread on City streets prior to a snow/ice event to prevent ice from forming. As an option, the bidders were asked to submit prices for an enhanced Super Mix blend that will increase the longevity of it on the roadways, to prevent ice from forming longer into the snow event. The Public Works Department estimates it will utilize 20,000 gallons of Super Mix and 10,000 gallons of Calcium Chloride for Snow and Ice Control Operations.

The following is a breakdown of the bids received:

Vendor	Super Mix Price per gallon	Optional Enhanced Super Mix Price per gallon	Calcium Chloride Price per gallon	Total Price Based on Expected Use
√SNI Solutions Inc. Geneseo, IL	\$0.90	\$0.95	\$0.58	\$23,800.00
Industrial Systems Ltd Lakemoor, IL	\$1.44	\$1.52	\$0.569	\$34,490.00
Industrial Systems Ltd Lakemoor, IL (<i>Alternate</i>)	\$1.44	\$1.52	\$0.569	\$34,490.00

√ - Indicates the lowest responsible and responsive bidder

Industrial Systems provided bids for two separate products that they carry.

Discussion:

The Public Works Department feels that having a single supplier for all liquid de-icing and anti-icing materials is of great benefit for coordination and receiving materials. Based on the results of the bids, the savings that would be generated by dividing the bid between Super Mix and Calcium Chloride would be infinitesimal compared to the administrative time it would take to coordinate multiple deliveries, vendor schedules and invoices.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The City has contracted with SNI Solutions in the past for liquid anti-icing materials, and they have a history of being very responsive. It is staff's recommendation to award the bid to the lowest responsible, responsive bidder, SNI Solutions, Inc., to supply the City with Super Mix and Calcium Chloride with the terms and conditions of the contract.

Votes Required to Pass:

Simple majority.

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a one-year Purchase Agreement between the CITY OF CRYSTAL LAKE and SNI Solutions, Inc. for the provision of Super Mix for Snow & Ice Control Operations.

DATED this _____ day of _____, 2010

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____

APPROVED: _____



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date: October 19, 2010

Item: LED Traffic Signal Upgrade, Contract 2 Bid Award

Staff Recommendation: Motion to award the LED Traffic Signal Upgrade Contract 2 bid to the lowest responsive and responsible bidder, Hecker & Company, Inc., in the bid amount of \$141,780, and adopt a resolution authorizing the City Manager to execute the contract with Hecker & Company, Inc., allowing for a 10 percent contingency.

Staff Contact: Erik D. Morimoto, Assistant City Engineer

Background:

On October 11, 2010, the Engineering Division opened and publicly read each of the bids received for the City's LED traffic signal upgrade contract. The City received six bids, and the results are tabulated below.

<i>Firm</i>	<i>Amount of Bid</i>
Hecker & Company, Inc. Wheeling, IL ¹	\$141,780.00
Home Towne Electric, Inc. Lake Villa, IL	\$143,925.00
Meade Electric Company McCook, IL	\$147,871.00
Lyons Electric Company LaGrange, IL	\$148,700.00
H&H Electric Company Franklin Park, IL	\$152,760.10
John Burns Construction, Inc. Orland Park, IL	\$154,361.00

¹ Indicates Recommended Lowest Responsible and Responsive Bidder

This project is a continuation of the 2010 LED Upgrade program that the City Council awarded earlier this year. On June 2, 2010, the City began improving 19 signals at intersections along State routes for which the City has the maintenance responsibility. This program will upgrade seven traffic signals under City jurisdiction that are not located along State routes.

- McHenry Avenue at Crystal Lake Avenue
- McHenry Avenue at Berkshire Drive
- McHenry Avenue at Barlina Road/Buckingham Drive
- McHenry Avenue at Dartmoor Drive
- Main Street at Congress Parkway
- Main Street at Walkup Avenue
- Main Street at Berkshire Drive
- 300 Lake Shore Drive (Crystal Lake Main Beach)

The signal at Crystal Lake Main Beach is under the maintenance responsibility of the Crystal Lake Park District, and the Park District would be responsible for reimbursing the City for the upgrade cost. The remaining six signals are under the ownership and sole maintenance responsibility of the City. Specifications were mailed to various contractors and standard bid advertisement procedures were followed. This project is included in this year's MFT budget.

When this program is complete, only four intersections will not receive LED signal upgrades at this time. Three of the signals will be upgraded as part of planned roadway improvement projects:

- Route 176 at Walkup Avenue
- Pingree Road at Congress Parkway
- Main Street at Crystal Lake Avenue

The fourth signal at the intersection of Route 14 and the McHenry County College entrance will not be upgraded because it is under private ownership.

The installation of LED signals and uninterrupted power supply (UPS) battery backup has many advantages, and was adopted as the Federal standard in 2007. They are required on all State routes and federally funded projects. IDOT and the County have numerous LED signals and have not experienced significant problems with them.

Significant benefits of the LED modules versus the current incandescent bulbs are:

- *Increased Safety of Intersection* – LED bulbs provide a greater viewing angle and better illumination, especially in direct sunlight and inclement weather.
- *Less Energy Use and Longer Bulb Life* – LED bulbs consume approximately 80 percent less energy than incandescent bulbs. LED bulbs have a life expectancy of between 6 to 10 years, compared to an incandescent bulb's life expectancy of 12 to 15 months. Maintenance costs are reduced and safety increased by reducing the number of times a bulb needs to be changed. This lessens traffic disruptions and reduces maintenance fees from the City's contractor.

- *Bulb Burnout Versus Fading* – Incandescent bulbs burn out at any time during any type of weather, while LED bulbs slowly fade over time. The fade effect gives the City advance warning for replacement, and means that a dark signal rarely occurs.
- *Installation of UPS* – The use of LED signals allows for UPS battery backup. During a power outage, the signal will remain in operation instead of going dark. Traffic signals with incandescent bulbs cannot use UPS because incandescent bulbs require much more power.
- *Pedestrian Countdown Timers* – The use of pedestrian countdown timers will greatly increase the pedestrian safety at an intersection. The timer shows the amount of time remaining for a pedestrian to cross safely.

The potential does exist to have snow from one direction on one leg of an intersection cover a LED lens but is highly unlikely. If this does occur, the City has provisions in its traffic signal maintenance contract to clear the lenses within one hour. Additionally, a visor retrofit is available that allows more air circulation at an extra cost and subject to IDOT approval. The City would consider this as an option in the unlikely event that this becomes a recurring problem.

Votes Required to Pass:

Simple majority of City Council present.

DRAFT



The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the contract with Hecker & Company, Inc. for the Traffic Signal Upgrade program in the amount of \$141,780.00. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this nineteenth day of October, 2010

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: October 19, 2010

APPROVED: October 19, 2010



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date:

October 19, 2010

Item:

Amendment to Engineering Consultant contract to include design of TCE remediation infrastructure at Water Treatment Plant #4

Staff Recommendation:

Motion to amend the contract with Trotter and Associates, Inc. for Water Softener Replacement and Modification Design and Construction Engineering to include Design and Construction Engineering of TCE remediation structures at Water Treatment Plant #4, and adopt a resolution authorizing the City Manager to execute a contract amendment with Trotter and Associates, Inc. in the amount of \$302,876.00.

Staff Contact:

Eric R. Lecuyer, Director of Public Works

Background:

The City Council approved a contract with Trotter and Associates, Inc. (TAI) at the November 17, 2009 City Council meeting to perform design and construction engineering work for softener improvements at Water Treatment Plants #1 and #4 to meet the compliance schedule of the City's National Pollution Discharge Elimination System (NPDES) permit at Wastewater Treatment Plant #3. The award of that contract was based on TAI's selection following a competitive request for proposals process. Soon after this contract was awarded, in December 2009, the City was put on notice by the IEPA that the TCE concentration at Water Treatment Plant #4 had exceeded one half of the maximum contaminant level, and based on newly adopted IEPA rules, immediate action was required by the City. Given the timing, location and stage of the existing project, TAI was asked to add TCE remediation at WTP#4 to the scope of their work since TAI was qualified to complete this project and had recently been selected through a competitive process, and since there simply wasn't time to initiate a new request for proposals process. TAI and Public Works staff immediately began to develop strategies and began engineering and design work on a solution that would reduce TCE concentrations to below detection limits in the finished water at WTP#4 prior to the peak demand season. TAI also provided the technical memorandum that was used by the City to reach a voluntary compliance

commitment with the IEPA while strongly maintaining that the City had never violated an enforceable standard. TAI helped to represent the City in meetings with the IEPA, and provided background and technical information that helped to facilitate this voluntary agreement, thereby avoiding further action by the IEPA.

Because the design and installation of a permanent solution takes a considerable amount of time, a temporary removal system was needed to meet the City's timeline. TAI determined that a granular activated carbon (GAC) unit would bring the City into compliance with the IEPA and be a good fit for a provisional system. They began researching vendors who lease the equipment and designing plans to incorporate the system into the existing water plant. With the City Council's authorization, Public Works Staff installed a GAC system leased from Siemens Water Technologies in April 2010 which was fully operational by early June and continues to provide finished water from WTP#4 that is TCE free.

Meanwhile, TAI has developed a packed tower system to permanently eliminate TCE from the finished water at WTP#4. The packed tower is a 40 ft. high aeration and backwash system that effectively eliminates TCE from the water by reducing the concentration by more than 99.999%, which will render the VOC virtually undetectable by modern sampling equipment. The packed tower, which is a much more economical system to operate, will use a synthetic media to release all volatile compounds from the water, without the need to frequently replace spent carbon, as will be required by the temporary system. We anticipate receipt of an IEPA construction permit and bidding the permanent TCE removal system in the immediate future.

Discussion:

TAI has been very responsive to the needs of the City despite the changing scope of work and heightened significance of the ramifications. Their principals have made themselves available to meet with the IEPA in Springfield, and have made every effort to bring the City into compliance within the IEPA's schedule. An analysis of the contract amendment cost proposal has verified that the engineering time and cost involved in the expanded scope is equivalent to the original proposal, with TAI continuing to charge at the 2009 hourly rates. The engineering time required is reflective of the complexity of the project and is not inflated in any way.

Recommendation:

Based on the change in scope from the original contract and the work already completed, it is the recommendation of the Public Works Department to amend the contract with Trotter and Associates, Inc. for engineering services for the Water Softener Replacement and Modification project to include TCE Removal at Water Treatment Plant #4. Funds are budgeted for this expanded scope of engineering services as well as the construction cost of the ultimate TCE removal system.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract amendment with Trotter and Associates, Inc. for engineering services for the Water Softener Replacement and Modification project to include TCE Removal at Water Treatment Plant #4, in the amount of \$302,876.00.

DATED this _____ day of _____, 2010.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____

APPROVED: _____