



CITY OF CRYSTAL LAKE

AGENDA

CITY COUNCIL REGULAR MEETING

**City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
February 15, 2011
7:30 p.m.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of Minutes – January 18, 2011 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. Council Reports**
- 9. Consent Agenda**
 - a. 13th Annual Woods Creek Feet Meet street closure request.**
 - b. Glacier Ridge Elementary School “Paws for the Pantry” Run street closure request.**
 - c. Resolution supporting the appointment of Erik D. Morimoto as an Alternate Member of the McHenry County Stormwater Management Commission.**
 - d. Metra Ridgefield Station Annexation Public Hearing Continuation.**
- 10. Retailer Façade and Commercial Tenant Improvement Program grant application request – Crosstown Management/Labemi’s, 109 N. Main Street.**
- 11. Living Room Martini Lounge, 446 W. Virginia Street – Unified Development Ordinance Sign Variation request for a projecting wall sign at 446 W. Virginia Street.**
- 12. Living Room Martini Lounge, 446 W. Virginia Street – Temporary Use Permit request for a Special Promotion to allow a 50-inch LCD video screen to project outward towards Virginia Street through a front window.**
- 13. 794 Dover Court - Temporary Use Permit request to allow an ice rink in the front yard of the property and waive the Temporary Use Permit fee.**
- 14. Gas Depot, 471 Virginia Street – Unified Development Ordinance Sign Variation request to change the face of the existing freestanding sign and to add signage to the canopy at 471 Virginia Street.**
- 15. Extension of the Preliminary Planned Unit Development approval for the City Square development at 110 W. Woodstock Street.**

16. **Extension of the Final Plat of Subdivision approval for the Ashwood Estates Subdivision, located on the west side of Huntley Road, south of Oakwood Drive.**
17. **Bid award and resolution authorizing execution of an agreement for Fire Rescue Department uniform pricing.**
18. **Bid award and resolution authorizing execution of a contract for the installation of new electrical service laterals for the Virginia Street Corridor and allowing for a 10 percent contingency.**
19. **Proposal award and resolution authorizing execution of a contract for narrowbanding and new radio channel consultant services.**
20. **Proposal award and resolution authorizing execution of an agreement for the Pingree Road Segment 3 Improvement Phase III Engineering consultant and changes in scope by 10% of the original price.**
21. **Resolution appropriating MFT funds for the construction and Phase III Engineering services for the Pingree Road Segment 3 Improvement.**
22. **Resolution authorizing execution of an agreement for the purchase of seven Police Pursuit Cars.**
23. **Resolution authorizing execution of a contract amendment for Well #7 Repair Work.**
24. **Resolution authorizing execution of the Union Pacific Railroad Grade Crossing Improvement Agreement for Pingree Road.**
25. **Resolution authorizing execution of an extension of the City's current agreement for stormwater management consulting services.**
26. **Resolution authorizing execution of an intergovernmental agreement between McHenry County and the City of Crystal Lake enabling payments for Dial-A-Ride services from the Senior Services Grant Fund.**
27. **Resolution authorizing execution of an Intergovernmental Agreement with the U. S. Drug Enforcement Administration enabling the Crystal Lake Police Department to become a member of the Provisional State and Local Government Task Force.**
28. **Resolution authorizing execution of a Memorandum of Understanding with U.S. Immigration and Customs Enforcement enabling the Crystal Lake Police Department to become a member of the Cyber Crimes Investigation Group federal task force and for reimbursement of joint operations expenses from the Treasury Forfeiture Fund.**
29. **Ordinance amending Chapter 33-18 of the City Code to be in compliance with the National Incident Management System (NIMS) terminology and the City's Emergency Operation Plan.**
30. **Resolution authorizing execution of an Intergovernmental Agreement between the City of Crystal Lake and the Illinois Emergency Management Mutual-Aid System to provide assistance with emergency management support functions.**
31. **Resolution of Support – Mercy Hospital.**
32. **Council Inquiries and Requests**
33. **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.**
34. **Reconvene to Regular Session.**
35. **Committee Appointments and Reappointment.**
36. **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: 9a

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	February 15, 2011
<u>Item:</u>	Woods Creek Feet Meet
<u>Staff Recommendation:</u>	Motion authorizing the closure of Alexandra Boulevard from an area west of Dogwood Drive to an area east of Driftwood Lane for the start of the 13 th Annual Woods Creek Feet Meet.
<u>Staff Contact:</u>	Brad Mitchell, Assistant to the City Manager

Background:

The Woods Creek Feet Meet Committee is requesting the closure of Alexandra Boulevard from an area west of Dogwood Drive to an area east of Driftwood Lane for the start of the 13th Annual Woods Creek Feet Meet 1M/5K Event to be held on Sunday, May 1, 2011. The 1-Mile Walk/Run begins at 8:00 a.m. and the 5K Walk/Run begins at 8:30 a.m. The City Council approved a similar request last year.

City staff has reviewed the petitioner's request and does not have concerns regarding the street closure of Alexandra Boulevard, providing the following conditions are met:

- 1) The volunteers for both races carry cellular phones or radios to contact 911 in case of an emergency. Volunteers are not to direct traffic.
- 2) The Woods Creek Feet Meet Committee shall coordinate with the Crystal Lake Police Department regarding assistance during the event.
- 3) "Race In Progress" signs must be posted a minimum of two days prior to the event.
- 4) City-owned barricades must be used to block off the street closure sections. The petitioner must complete and submit a Barricade Borrowing Application.
- 5) The petitioner must send a notice to all affected property owners along Alexandra Boulevard.
- 6) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access, and volunteers should

be available to remove barricades to allow emergency vehicles on the roadway, if necessary.

- 7) Local traffic access to Alexandra Boulevard must be maintained throughout the event. Volunteers should be available to remove barricades to allow property owners on the roadway, if necessary.
- 8) All debris created by the event shall be cleaned up during and after the event.
- 9) Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.
- 10) Any additional permits or requests for signage shall be made through the Engineering and Building Department.
- 11) In the case of inclement weather, an alternate date can be approved by the City Manager.

It should be noted that in past years, the City Council has approved the closure of this portion of Alexandra Boulevard for the start of the event and has not required the school to pay for the police officers assisting with the race.

The petitioner has agreed to meet these conditions. The letter requesting approval for the closure of Alexandra Boulevard, information regarding the courses and safety precautions, maps of both courses, and a map indicating the portion of the street to be closed, have been attached for City Council consideration.

Votes Required to Pass:

Simple majority vote of the City Council



Agenda Item No: 9b

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	February 15, 2011
<u>Item:</u>	Glacier Ridge Elementary School "Paws for the Pantry" Run
<u>Staff Recommendation:</u>	Motion authorizing the closure of Village Road between Moorland Drive and Driftwood Lane, as well as Kingsgate Lane at Village Road for the "Paws for the Pantry" Run.
<u>Staff Contact:</u>	Brad Mitchell, Assistant to the City Manager

Background:

The PTA of Glacier Ridge Elementary School is requesting to hold the "Paws for the Pantry" Run on Sunday, May 15, 2011. The event includes a 1-mile walk/run, which is scheduled to begin at 8:00 a.m. and a 5K run, which is scheduled to begin at 8:30 a.m. As part of the request, the PTA is asking that a portion of Village Road between Moorland Drive and Driftwood Lane (in front of Glacier Ridge School), as well as Kingsgate Lane at Village Road be closed during the event. The City Council approved a similar request in 2010. The proceeds from the race will benefit the Crystal Lake Food Pantry and the PTA of Glacier Ridge Elementary School.

City staff has reviewed the petitioner's request and does not have concerns regarding the street closure of Village Road between Moorland Drive and Driftwood Lane, as well as Kingsgate Lane at Village Road, providing the following conditions are met:

- 1) The volunteers for both races carry cellular phones or radios to contact 911 in case of an emergency. Volunteers are not to direct traffic.
- 2) The Committee Race coordinators shall coordinate with the Crystal Lake Police Department regarding assistance during the event.
- 3) "Race In Progress" signs must be posted a minimum of two days prior to the event at the following intersections: Village/Moorland; Village/Driftwood; Village/Golf Course; Golf Course/Alexandra; Driftwood/Alexandra; Alexandra/Dogwood; and Driftwood/Dogwood.

- 4) Participants should use the sidewalk at the intersection of Golf Course Road and Village Road.
- 5) City-owned barricades must be used to block off the street closure sections. The petitioner must complete and submit a Barricade Borrowing Application.
- 6) A "Local Traffic Only" sign must temporarily be placed at the intersections of Moorland Drive and Village Road, Kingsgate and Village Road, and Driftwood Lane and Village Road. Also, signs will be placed along the race course ahead of the event to notify motorists of the upcoming race.
- 7) The petitioner must send a notice to all affected property owners along Village Road.
- 8) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access, and volunteers should be available to remove barricades to allow emergency vehicles on the roadway, if necessary.
- 9) Local traffic access to Village Road must be maintained throughout the event. Volunteers should be available to remove barricades to allow property owners on the roadway, if necessary.
- 10) All debris created by the event shall be cleaned up during and after the event.
- 11) Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement. All participants of the race must complete a Participant Waiver of Liability and Hold Harmless Agreement.
- 12) Any additional permits or requests for signage shall be made through the Engineering and Building Department.
- 13) In the case of inclement weather, an alternate date can be approved by the City Manager.

It should be noted that in past years, the City Council has approved the closure of this portion of Village Road for the start of the event and has not required the school to pay for the police officers assisting with the race.

The petitioner has agreed to meet these conditions. The letter requesting approval for the closure of Village Road between Moorland Drive and Driftwood Lane, as well as Kingsgate Lane at Village Road, information regarding the courses and safety precautions, maps of both courses, and a map indicating the portion of the street to be closed, have been attached for City Council consideration.

Votes Required to Pass:

Simple majority vote of the City Council



Agenda Item No: 9c

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	February 15, 2011
<u>Item:</u>	Resolution Supporting the Appointment of Erik D. Morimoto as an Alternate Member of the McHenry County Stormwater Management Commission
<u>Staff Recommendation:</u>	Motion to approve a resolution supporting Erik D. Morimoto as an alternate member of the McHenry County Stormwater Management Commission.
<u>Staff Contact:</u>	Erik D. Morimoto, Director of Engineering and Building

Background:

The McHenry County Stormwater Management Commission is a body of representatives from McHenry County that oversees stormwater management issues on a Countywide basis and coordinates stormwater management with neighboring counties. The Commission is made up of twelve members. The Chairman of the County Board appoints six of the members, and the other six are representatives of municipalities in the six County Board districts. Mayor Aaron Shepley was appointed as a member to the Commission in 2006, when the Commission was first formed.

According to the Commission's by-laws, alternate members can also be appointed. Alternate members must be approved by a majority vote of the Commission, and are non-voting members, unless authorized to be a voting member by unanimous consent of the Commission.

The staff would like the City to petition the Commission to have Crystal Lake's new City Engineer, Erik Morimoto, appointed as an alternate member of the Commission, and petition the Commission to approve him as a voting member. Previously, Victor Ramirez was the appointed alternate for the City. However, with Victor's move to Director of Public Works, and Erik's promotion to City Engineer, naming Erik as the alternate keeps this function with the City Engineer. The City Council is asked to approve the resolution supporting the appointment of Erik Morimoto as an alternate member to the Commission.

Votes Required to Pass:

Simple majority of City Council present.



DRAFT

The City of Crystal Lake Illinois

A RESOLUTION TO SUPPORT THE APPOINTMENT OF ERIK D. MORIMOTO AS AN ALTERNATE MEMBER TO THE McHENRY COUNTY STORMWATER MANAGEMENT COMMISSION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that they fully support the appointment of Erik D. Morimoto as an alternate member of the McHenry County Stormwater Commission

BE IT FUTHER RESOLVED that upon appointment, Erik D. Morimoto be granted full voting rights.

DATED this fifteenth day of February, 2011.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: February 15, 2011

APPROVED: February 15, 2011



Agenda Item No: 9d

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Metra Ridgefield Station Annexation Public Hearing Continuation
Metra, petitioner
Country Club Road at Prairie Drive

Recommendation: Motion to continue the petitioner's request to the March 1, 2011, City Council meeting for the Annexation Public Hearing.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

Background: The property in question is located in McHenry County, adjacent to the City's limits. Metra is proposing a commuter station and its associated parking lot to service this section of the county with commuter rail access. Metra is requesting annexation to the City, rezoning upon annexation and Preliminary PUD approval for their proposed project plan.

The petitioner respectfully requests that this matter be continued to the March 1, 2011, City Council meeting for the Annexation Public Hearing. The petitioner has been working to assemble all the information requested by the City Council at the pre-annexation meetings. In addition, some time is needed to prepare for the upcoming meeting in light of the start of the new Chief Executive Officer for Metra.

City staff has notified Ridgefield property owners about the continuation request.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 10

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Retailer Facade and Commercial Tenant Improvement Program grant application #10-32-11, for Crosstown Management/Labemi's, at 109 N. Main Street, request for \$1,000 in matching grant funds.

Ron Yanckowitz, (Crosstown Management, DBA Labemi's)

Recommendations: City Council's discretion:

1. Motion to approve the retailer façade and commercial tenant improvement grant agreement with Ron Yanckowitz, subject to the recommended conditions, and to award \$1,000 in grant funding for improvements to 109 N. Main Street (Crosstown Management/Labemi's);
2. Motion to deny the grant application request.

Staff Contact: Michelle Rentzsch, Director of Planning and Economic Development
James Richter II, Assistant Director of Economic Development

Background: On May 4, 2010, the City Council approved the retailer façade and commercial tenant improvement program. This program provides matching grant funding for interior and exterior improvements to retail sales tax generating users. Both existing and new retail sales tax generating businesses are eligible for the grant program, each at different funding levels. Existing retailers who make qualifying improvements are eligible for up to \$1,000, while new businesses occupying vacant space are eligible for up to \$10,000 in matching grant funds.

To objectively analyze the applications for grant funding, review criteria have been established in the Ordinance approving this program. Charts have been provided for each grant application to summarize how well each request meets the review criteria.

CROSSTOWN MANAGEMENT/LABEMI'S (109 N. Main Street)

Ron Yanckowitz, the owner of Labemi's Tavern & Restaurant, has applied for matching grant funds to offset improvements that would be made to the front façade of the subject building. The eligible retailer façade improvements for this building include brick cleaning and tuckpoint restoration.

The total cost of the eligible improvements will be \$4,740. The applicant is requesting \$1,000 in matching grant funds, which is approximately 21% of the total project costs. The chart on the following page outlines the evaluation of the applicant's request in relation to our review criteria:

REVIEW CRITERIA	APPLICANT'S ABILITY TO MEET THE REVIEW CRITERIA
Improvement to appearance	An improvement to the appearance of the subject property would be provided*
Aesthetic impact to area	Improvements would not provide a major aesthetic impact to the area
Amount of work to be conducted	Total cost of improvements is \$4,740; applicant is requesting 21% of the total costs*
Anticipated increase in EAV	A minor increase to the EAV is expected as a result of the improvements
Use of property after improvements	Supports continued use of the building by an existing sales-tax-generating tavern/restaurant*
Contribution to economic vitality	Positive – promotes investment within owner-occupied buildings in Downtown CL*
Compatibility with nearby uses	Compatible with adjacent uses*

The applicant's request has been evaluated for the value of the improvement, the extent of proposed work, and its potential impact. The current application would fulfill 5 of the 7 review criteria (marked with an asterisk*).

SUMMARY OF REQUESTS FOR FISCAL YEAR 2010-2011

File #	Applicant Name / Business name	Address	New Retailer Improvements	Existing Retailer Improvements	Manufacturing Improvements	Total Requested	Amount Approved	Status
2010-32-001	Matt Thelander Yumz Frozen Yogurt	815 Cog Circle, #350	\$10,000.00			\$10,000.00	\$10,000.00	Approved
2010-32-002	Ann Nevills Building owner	33-37 N Williams						Withdrawn
2010-32-003	Dan Calendrino Centro Properties	6340 Nw Hwy		\$1,000.00		\$1,000.00	\$1,000.00	Approved
2010-32-004	Zahid Hameed Mobil Oil	250 N Rte 31	\$10,000.00			\$10,000.00	\$10,000.00	Approved
2010-32-005	Casey Pristou Aaron's Sales	6107 Nw Hwy, B	\$10,000.00			\$10,000.00	\$10,000.00	Approved
2010-32-006	Clinton Anderson Colonial Café	5689 Nw Hwy		\$1,000.00		\$1,000.00	\$1,000.00	Approved
2010-32-007	John Regan/G. Hayes Twisted Stem Floral	407 E Terra Cotta	\$10,000.00			\$10,000.00	\$10,000.00	Approved
2010-32-008	Bill Poll/Joe Billitteri Fox River Glass	1055 Nimco	\$10,000.00			\$10,000.00	\$10,000.00	Approved
2010-32-009	Mark Michalak Jersey Mike's Subs	5006 Nw Hwy	\$10,000.00			\$10,000.00	\$10,000.00	Approved
2010-32-010	Mike Littrell C-Ideas Inc.	125 Erick Street			\$10,000.00	\$10,000.00	\$10,000.00	Approved
2010-32-011	Ron Yanckowitz Crosstown/Labemi's	109 Main Street		\$1,000.00		\$1,000.00		Proposed

TOTALS	\$60,000.00	\$3,000.00	\$10,000.00	\$73,000.00	\$72,000.00
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Votes Required to Pass: A simple majority vote.



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date:

February 15, 2011

Item:

Unified Development Ordinance Sign Variation Request for a projecting wall sign at 446 W. Virginia Street (Living Room Martini Lounge)

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:

Erik Morimoto, Director of Engineering and Building
Rick Paulson, Building Commissioner

Background:

Living Room Martini Lounge is requesting to install a projecting sign in addition to awning/wall signs on the front façade at 446 West Virginia Street.

A sign permit has been approved for the Living Room Martini Lounge to add signage to the awning. Lettering on awnings is considered wall signage. The proposed lettering is a total of 50 square feet. Living Room Martini Lounge is requesting to install a 13 square foot projecting sign. The Unified Development Ordinance allows projecting signs in this location only if the projecting sign replaces the permitted wall sign.

The Unified Development Ordinance allows a single tenant a total of 150 square feet of wall signage. The total proposed wall signage is 63 square feet.

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?
Projecting Sign	Permitted in location B only if the projecting sign replaces the permitted wall sign	This sign is proposed to be in addition to the permitted wall signs	No

Attached are a sign variation application and a sign plan for the projecting wall sign.

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.

Penny Hughes from Hughes and Son Signs has made the request on behalf of Living Room Martini Lounge 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: 12

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: The Living Room Temporary Use Permit for a Special Promotion to allow a 50-inch LCD video screen to project outward towards Virginia Street through a front window.

Recommendation: Council's discretion:
A. Motion to approve the Temporary Use Permit pursuant to the recommendations below.
B. Motion to deny the applicant's request.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

Background: The owner of The Living Room (formerly Porter's) is requesting a Temporary Use Permit for a Special Promotion as part of their grand opening to allow a 50-inch LCD video screen to project outward towards Virginia Street through a front window. The video screen would be used to show advertisements for The Living Room – a planned martini bar and fine dining restaurant.

The UDO specifies that Special Promotions are permitted for a period of not more than three days in a calendar month with a limit of four special promotions by the same business within a calendar year or a total of 12 days. The applicant is seeking a variation from this requirement to allow up to 46 days from February 16th to April 2nd.

By definition of the sign section of the UDO, the proposed TV is a video sign which is expressly prohibited. As the LCD display is of a temporary nature associated with a grand opening, the applicant is requesting approval via a Temporary Use Permit instead of a variation.

If the request is approved, the following conditions are recommended:

1. The Temporary Use Permit shall be valid from February 16, 2011 to April 2, 2011.
2. This TUP is for the 50-inch LCD video screen in the front window only. Any changes to the location and/or type of screen would require an amendment to the TUP approval.
3. The video screen is to be used for advertisement of The Living Room only, including photos or videos of the interior of the restaurant, or the cuisine, staff or operations of The Living Room. Any other advertisements shall void this TUP.

The applicant has been made aware of these recommended conditions and will be attending the February 15, 2011 City Council meeting to answer any questions.

Votes Required to Pass: Simple majority vote.



Agenda Item No: 13

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Atella Temporary Use Permit request to allow an ice rink in the front yard.

Recommendation: Council's discretion:
A. Motion to approve the Temporary Use Permit pursuant to the recommendations below and waive the Temporary Use Permit fee.
B. Motion to deny the applicant's request.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

Background: Bill Atella is requesting a Temporary Use Permit to allow an ice rink in their front yard at 794 Dover Court. Previously, the City Council approved a similar request for an ice rink in the front yard of another resident as a Temporary Use Permit. When that request was before the City Council as a Zoning Variation, it was suggested that the applicant apply for a Temporary Use Permit since the ice rink would not be up year-round, with the requirement that surrounding property owners be notified of the proposed use and City Council meeting date. That same procedure was followed for this request.

The rink is currently in place (please see attached photos). City staff was in contact with Mr. Atella to remove the spikes that were sticking up past the wood frame. The hazard has been removed. The petitioner is requesting the TUP from January 13, 2011 (the day the rink was tagged by staff) to April 10, 2011. The previously approved TUP was from November 1, 2010 to March 31, 2011. Since March has an average low temperature of 28 degrees and an average high temperature of 37 degrees, it is suggested that the rink be removed by March 15, 2011.

The applicant is also requesting a waiver from the \$75.00 Temporary Use Permit application fee.

If the request is approved, the following conditions are recommended:

1. The Temporary Use Permit shall be valid from January 13, 2011 to March 15, 2011.
2. The rink shall not block the sidewalk nor be within the Municipal Utility Easement (MUE).
3. Since the rink is located within feet of the public sidewalk, the rink must be maintained in a safe condition at all times, such as not creating additional ice on the sidewalk.
4. Any lighting used to illuminate the rink shall be directed downwards and be consistent with the requirements listed in the City's Unified Development Ordinance, Article 4-800.

The applicant has been made aware of these recommended conditions and will be attending the February 1, 2011 City Council meeting to answer any questions.

Votes Required to Pass: Simple majority vote.



Agenda Item No: 14

City Council Agenda Supplement

Meeting Date:

February 15, 2011

Item:

Unified Development Ordinance sign variation request to change the face of the existing freestanding sign and to add signage to the canopy at 471 Virginia Street (Gas Depot).

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:

Erik Morimoto, Director of Engineering and Building
Rick Paulson, Building Commissioner

Background:

As was discussed at the January 18, 2011, City Council meeting, gas station signage is typically approved through a Special Use Permit and in some cases the stripes/lighting were counted towards the total signage allowed and in other cases they were not considered signage. The City Council provided direction that to enforce a consistent standard, stripes and lighting would be considered as part of the total signage. This would only affect new gas stations and any existing gas station that is rebranding their image, which is the situation with Gas Depot. This would provide an opportunity for the City Council to review these stations on a case-by-case basis.

Gas Depot, which was the Clark Gas Station at 471 Virginia Street, is requesting a variation to allow an electronic price sign on the freestanding sign, and to exceed the total allowable wall signage. The change in signage is due to rebranding the station from Clark Gas to Gas Depot. The signs were installed without the required permits and variations. Citations have been issued and the parties have been found liable.

The electronic pricing portion of the sign consists of one-half of the face of the sign. The overall size of the sign is 5 feet by 10 feet for a total of approximately 50 square feet per face. Please note that the UDO Special Use Criteria for new gas stations allows electronic pricing signs to be requested as part of the Special Use Permit. This location was granted a blanket Special Use Permit in 1978 as part of a comprehensive rezoning of the City associated with the 1978 update of the Zoning Ordinance.

The building and canopy and stripe signage consists of the following:

Location	Type	Square Footage	Total
Canopy	"Gas Depot" Text	16 square feet each – 4 signs	64
Canopy	Yellow Stripe	60 square feet on each canopy –2 canopies	120
Building	Yellow stripe	45 square feet	45
Dispenser	Valance	16 square feet each – 4 dispensers	64
Dispenser	Skirt stripe and logo	8 square feet each – 4 dispensers	32
Total			325

The owner has requested a variation from requirements located in UDO Section J Prohibited signs (7) and Table 4-1000 F: Commercial Signs. The variations are detailed in the following table.

Item	UDO Requirement	Proposed Sign	Sign Meets Ordinance Requirement?
Animated Signs	Any sign that changes it copy by electronic means	Electronic pricing sign	No
Wall Signs	75 square feet for any one sign; 150 total for all signage	325 total square feet	No

Attached is a sign variation application, a permit application from Gas Depot, and a sign plan.

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.

Vijay Gupta of Gas Depot has made the request on behalf of Gas Depot, 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: 15

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Extension of the Preliminary PUD approval for the City Square project.

Michael P. Nicholas, property owner
110 W. Woodstock Street

Recommendation: Motion to approve the extension of the Preliminary PUD approval for the City Square development to April 1, 2012.

Staff Contacts: Michelle Rentzsch, Director of Planning & Economic Development

Background: On April 1, 2008, the City Council approved the Preliminary PUD for the City Square development, located adjacent to City Hall at 110 W. Woodstock Street. The City Square project consists of 48 townhouse units situated around a center park area. Per the City's Ordinance, an approval for a Preliminary PUD is valid for two years after the approval of the City Council. The City Council may approve three one-year extensions of the Preliminary PUD approval. As the marketplace for townhomes is depressed at this time, the property owner respectfully seeks a second extension of their approval to April 1, 2012. This is the second of the possible three one-year extensions that may be granted by the City Council.

Votes Required to Pass: A simple majority vote



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Extension of the Final Plat of Subdivision approval for the Ashwood Estates Subdivision.

Westchester Services L.L.C, applicant
Huntley Road, south of Oakwood Drive

Recommendation: Motion to approve extension of the Final Plat of Subdivision approval for the Ashwood Estates Subdivision to March 20, 2012.

Staff Contacts: Michelle Rentzsch, Director of Planning & Economic Development

Background: On March 20, 2007, the City Council approved the Final Plat of Subdivision for the Ashwood Estates Subdivision, a 28-lot single-family subdivision, located on the west side of Huntley Road, south of Oakwood Drive.

Per the Unified Development Ordinance, upon approval of a subdivision by City Council, the developer must record the final plat with the Recorder of McHenry County within twelve months following City Council approval. If not recorded within this time, the approval shall be null and void and the final plat would have to be resubmitted for approval.

The petitioner has requested and received three prior approvals from the City Council for one-year extensions to allow them until March 20, 2011 to record the plat. Due to the continued challenging economic conditions, the petitioner has indicated that they would like to request another extension until March 20, 2012 to record the final plat, as they are not ready to build at this time. Recording the final plat would cause an increase in their property taxes without any actual improvements occurring on the property.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Fire Rescue Department Uniform Pricing Bid

Staff Recommendation: Motion to award the bid for Fire Rescue Department uniform pricing for two (2) years starting May 1, 2011 to the lowest responsive and responsible bidder, VCG Uniform, and adopt a resolution authorizing the City Manager to execute an agreement with VCG Uniform.

Staff Contact: Paul DeRaedt, Deputy Fire Rescue Chief

Background:

On Tuesday, January 11, 2011, the City of Crystal Lake publicly opened and read aloud the bids received for Fire Rescue Department uniform pricing for two years beginning May 1, 2011. The lowest responsible bidder will furnish dress uniforms, work uniforms, badges, and nametags purchased throughout the year by the Fire Rescue Department. Prices for each individual item bid were evaluated for compliance and compared against the other bidders.

Listed below are the costs to outfit a new firefighter with uniforms:

<u>BIDDER</u>	<u>Original Bid</u>
VCG Uniform Chicago, IL	\$ 645.00 ✓
Kale Uniforms Chicago, IL	\$ 739.45
Uniformity Inc. Northbrook, IL	\$ 773.10 X
Today's Uniforms Inc. Crystal Lake, IL	\$ 794.10
Ray O'Herron Co. Inc Danville, IL	Incomplete bid, could not meet specifications

✓ Indicates recommended lowest responsive and responsible bidder.

X Indicates excluded due to being in default of contract previously with the City.

Recommendation:

The City Manager's Office and the Fire Rescue Department reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The Fire Rescue Department staff has verified references (Mount Prospect and Schiller Park Fire Departments, Evanston and University of Illinois at Chicago Police Departments, Northern Indiana Commuter Transportation District) and has received positive recommendations.

It is staff's recommendation to award the bid to the lowest responsive and responsible bidder, VCG Uniform. The bid prices received for the aforementioned equipment will be valid for two (2) years, beginning May 1, 2011.

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 be and he is hereby authorized and directed to execute, and the City Clerk is hereby directed to attest, the contract between the City of Crystal Lake and VCG Uniform for Fire Rescue Department uniform pricing for two (2) years beginning May 1, 2011.

Dated this 15th day of February, 2011.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation

By: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: February 15, 2011

APPROVED: February 15, 2011



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Bid Award for Installation of New Electrical Service Laterals for the Virginia Street Corridor

Staff Recommendation: Motion to award the installation of new electrical service laterals for the Virginia Street Corridor bid to the lowest responsible and responsive bidder, Associated Electrical Contractors, Inc., in the bid amount \$88,775.00, and adopt a resolution authorizing the City Manager to execute the contract with Associated Electrical Contractors, Inc., allowing for a 10 percent contingency.

Staff Contact: Erik D. Morimoto, Director of Engineering and Building

Background:

The City has been working with ComEd, AT&T, and Comcast to relocate the overhead utilities as part of the Virginia Street Corridor improvements. This work is currently in progress. In order to complete this project, each existing service must be disconnected from the overhead utility and then reconnected to the relocated utility. While AT&T and Comcast reconnect their own service connections as part of their franchise agreements, ComEd does not reconnect services that require modification to the existing customer service facilities. The scope of the project outlined in the bid is to reconnect nine commercial services.

On January 21, 2011, bids that had been received were opened and publicly read. Three bids were received and the results are tabulated below.

<i>Firm</i>	<i>Amount of Bid</i>
Associated Electrical Contractors, Inc. ¹ Woodstock, IL	\$88,775.00
Carey Electrical Contractors, Inc. McHenry, IL	\$107,000.00
Home Towne Electric, Inc. Lake Villa, IL	\$119,645.00

¹ Indicates Recommended Lowest Responsible and Responsive Bidder

In this bid, the City included an alternate for aluminum wiring for the service connections. It was later determined that all customers' wiring should be replaced in-kind from the weather head to the meter socket since that will be each customer's maintenance responsibility. The City will work with the contractor to realize additional savings where possible by using aluminum wiring from the weather head to the new relocated ComEd facilities.

Staff recommends that the project be awarded to the lowest bidder, Associated Electrical Contractors, Inc. Associated Electrical has performed other electrical contract work in the past for the City without major issues. They were the contractor for the secondary electrical reconnections along East Crystal Lake Avenue in 2008. This project will be funded through the Virginia Street TIF Fund increment.

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 is authorized to execute a contract with Associated Electrical Contractors, Inc. for the installation of new electrical service laterals along Virginia Street in the amount of \$88,775.00. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this fifteenth day of February, 2011.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: February 15, 2011

APPROVED: February 15, 2011



Agenda Item No: 19

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Radio System Consulting Services

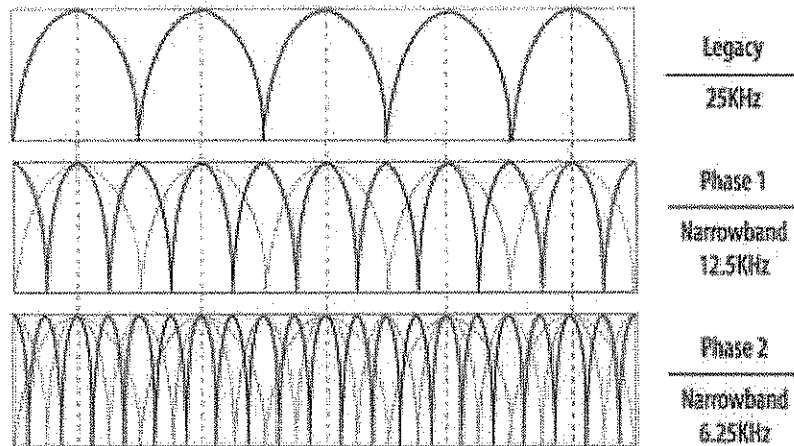
Staff Recommendation: Motion awarding the proposal for narrowbanding and new radio channel consultant services to the lowest responsive, responsible proposer, Elert & Associates, and adopting a resolution authorizing the City Manager to execute a contract with Elert & Associates in the submitted proposal amount.

Staff Contact: George J. Koczvara, Deputy City Manager

The Federal Communication Commission (FCC) has mandated that all public safety radio systems be narrowbanded from 25 kHz to 12.5 kHz by January 1, 2013 due to congestion within this spectrum. Therefore, each public entity, including the City of Crystal Lake, which operates a UHF/VHF radio system must meet this federally mandated deadline. To meet the federally unfunded, mandated deadline and to address the city-wide radio system coverage area, City staff proposes to hire an independent radio system consultant to: 1) guide the City through the FCC mandated narrowbanding requirements prior to the deadline, including bid specification preparation, 2) demonstrate how to improve the existing city-wide VHF radio system and its coverage area, and 3) guide the City through the process of adding an additional city-wide radio channel, including bid specification preparation.

Narrowbanding

In an effort to promote more efficient use of spectrum, the FCC mandated all VHF and UHF Public Safety and Industrial /Business licensees using 25 kHz land mobile radio (LMR) systems migrate to narrowband 12.5 kHz efficiency technology by January 1, 2013. Currently, the UHF and VHF frequency bands are congested and often there is not enough spectrum available for licensees to expand their existing systems or implement new systems. This mandate requires licensees to operate more efficiently, either on narrower channel bandwidths or increased voice paths on existing channels. This will allow creation of additional channels within the same spectrum, thereby supporting more users. The following graph demonstrates the narrowbanding progression:



New Radio Channel

The City of Crystal Lake currently has three radio channels. The first channel is designated for use by the Police Department. The second channel is used by the Fire Rescue Department. The third channel is used by the Public Works Department, which is already narrowbanded. A fourth radio channel is being pursued to serve as a backup channel for the public safety departments when the need arises, as well as for the use of the City’s Three Oaks Recreation Area (TORA).

Unlike the existing system, it is anticipated that the transmission tower for this radio channel will not be SEECOM’s transmitter tower. Instead, as part of a cooperative project with a cell phone carrier, a flagpole tower is being built at the southern end of the City. The City has the ability to place its own equipment inside the pole at the 89 to 99-foot level. The new radio channel main transmitter will be located at this site and the standby transmitter will be located at another one of the City’s receiver sites. Locating the transmitter site to another structure will provide radio communications backup if something were ever to happen to the SEECOM tower.

In addition, the Three Oaks Recreation Area (TORA) staff share the Public Works Department channel. Because of the topography at TORA and because of interference, the public works channel does not work well at TORA. In removing the Three Oaks Recreation Area from the currently shared channel with the Public Works Department and obtaining a new license, it is the City’s intent to eliminate the interference that currently exists at TORA.

Wireless Local Area Network (WLAN)

As part of this RFP, the City also requested proposals for consulting to guide and assist the City in its pursuit of a wireless local area network (WLAN) to support municipal operations and video surveillance cameras for public safety purposes. At this point, City staff is not recommending the use of a consultant for this project and instead will review other available avenues for high-speed data interconnectivity.

Proposals

On February 7, 2011, proposals were publicly opened for this project. Listed below are the results of the proposals received:

Proposer	Narrowbanding			New Radio Channel	
	Phase I	Phase II	Per hour beyond scope of RFP	Proposal	Per hour beyond scope of RFP
Elert & Associates ✓ Libertyville, IL	\$19,000	\$8,500	\$150	\$150 per hour*	\$150
RCC Consultants, Inc. Georgetown, KY	\$32,496.50	\$6,633.50	\$192	\$30,046.00	\$192
ACD Telecom Lake Mary, FL	\$78,000	\$10,000	\$250	\$1,000	\$125

✓ Indicates recommended lowest responsive and responsible bidder.

* The proposer estimates that this portion of the project will be \$10,000

Recommendation:

It is the recommendation of the Fire Rescue Department, the Police Department and the City Manager's Office to award the proposal for narrowbanding and new radio channel consultant services to the lowest responsive, responsible proposer, Elert & Associates, and adopt a resolution authorizing the City Manager to execute a contract with Elert & Associates in the submitted proposal amount. References have been checked for the recommended consultant. Funds have been budgeted for this project.

Votes Required to Pass:

Simple majority vote of the City Council.

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute a contract for narrowbanding and new radio channel consultant services with Elert & Associates in the submitted proposal amount.

DATED this 15th day of February, 2011.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: February 15, 2011

APPROVED: February 15, 2011



Agenda Item No: 20

**City Council
Agenda Supplement**

Meeting Date:

February 15, 2011

Item:

Consultant Selection Approval for the Pingree Road Segment 3 Improvement Phase III Engineering

Staff Recommendation:

Motion to award the proposal for the Pingree Road Segment 3 Improvement Phase III Engineering consultant to the most qualified responsible, responsive proposer, Christopher B. Burke Engineering, and adopt a resolution authorizing the City Manager to execute an agreement with Christopher B. Burke in the amount of \$115,789.98 and approve changes in scope by 10 percent of the original price.

Staff Contact:

Erik D. Morimoto, Director of Engineering and Building

Background:

The project limits of the Pingree Road improvement are from Rakow Road to US Route 14; the physical roadway limits extend from McArdle Drive to Pointe Drive. The scope of work includes resurfacing from McArdle Drive to Tek Drive with reconstruction and widening from Tek Drive to Pointe Drive. The widening will match the already improved sections to the north and south. The City has secured \$1.5 million in federal Surface Transportation Program (STP) funds for the construction and Phase III Engineering portions of the project. The balance will be funded with City Motor Fuel Tax funds.

The Phase II Engineering, performed by Christopher B. Burke Engineering Ltd (CBBEL), was completed and submitted to IDOT on January 7, 2010 for approval. A letting date is scheduled on April 29, 2011 for this project. The City received Phase I Engineering approval on July 29, 2010.

In order to complete the project, the City must select a consultant to perform the Phase III Engineering. To ensure the project is completed per plan and on time, the Engineering Division recommends the use of a knowledgeable and experienced firm to oversee the project construction.

Consultant Selection Process

As federal STP funds are being utilized in the Phase III Engineering, federal laws require that a purely qualifications-based selection process be followed to secure an engineering firm for this project. The City received proposals from thirteen firms in response to the request.

Staff from the Engineering Division reviewed each of the proposals and ranked the firms based solely on their qualifications. The criteria that were considered during the review were:

1. Proposal completeness
2. Firm's reputation and integrity
3. General experience and history of performance on similar projects
4. Current or past projects within the surrounding area
5. Approach to the management of the project
6. Experience of Resident Engineer and other personnel

Of the thirteen proposals received, the Engineering Division determined Christopher B. Burke Engineering, Ltd (CBBEL) as the most qualified and responsible proposer. CBBEL provided the best approach to the management of the project, while providing a knowledgeable resident engineer to oversee the project during construction. The documentation for a federally-funded, IDOT-let job is extensive, and CBBEL's proposal demonstrated that the resident engineer has the training and experience to handle the project successfully. CBBEL also performed the Phase II Engineering.

The next step was to review CBBEL's provided cost. Note that federal law prohibits revealing or considering any other proposer's cost. Upon review of CBBEL's cost, the Engineering Division determined that the proposed cost is competitive relative to the scope of services. The provided cost is also approximately \$68,000 less than what is currently budgeted based on City Staff's estimate for these Phase III Engineering services. The project is programmed in the proposed FY 2011-2012 City budget.

Recommendation

Based on the proposals received and the experience and qualifications noted, it is the recommendation of the Engineering Division to select CBBEL to perform the Pingree Road Segment 3 Phase III Construction Engineering.

Votes Required to Pass:

Simple majority

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 an agreement with Christopher B. Burke Engineering, Ltd. for the Pingree Road Segment 3 Phase III Engineering for \$115,789.98. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this Fifteenth Day of February, 2011.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: February 15, 2011

APPROVED: February 15, 2011



Agenda Item No: 21

**City Council
Agenda Supplement**

Meeting Date:

February 15, 2011

Item:

Appropriate MFT funds for the Pingree Road Segment 3 Improvement Construction and Phase III Engineering

Staff Recommendation:

Motion to adopt a resolution appropriating \$472,183 in MFT funds for the construction and Phase III Engineering services for the Pingree Road Segment 3 Improvement.

Staff Contact:

Erik Morimoto, Director of Engineering and Building

Background:

City staff is requesting that the Council allocate \$472,183 in Motor Fuel Tax funds for the Pingree Road Segment 3 Improvement construction and Phase III Engineering. This includes \$115,790 for the engineering consulting services, \$344,814 for the construction, and a contingency of \$11,579. Any funds that are obligated and not spent will be returned to the City's unobligated balance once the project is complete. The City has budgeted for this project, and has sufficient reserves in its MFT fund for the engineering and construction.

Votes Required to Pass:

Simple majority

DRAFT



Illinois Department of Transportation

Resolution for Improvement by Municipality Under the Illinois Highway Code

BE IT RESOLVED, by the Mayor and City Council of the City of Crystal Lake Illinois

that the following described street(s) be improved under the Illinois Highway Code:

Table with 4 columns: Name of Thoroughfare, Route, From, To. Row 1: Pingree Road, FAU 0126, U.S. Route 14, Rakow Road.

BE IT FURTHER RESOLVED, 1. That the proposed improvement shall consist of widening of Pingree Road to include a bi-directional turn lane. This allocation is for construction and Phase III Engineering

and shall be constructed 36 feet wide and be designated as Section 08-00107-00-FP

2. That there is hereby appropriated the (additional Yes No) sum of four hundred and seventy-two thousand, one hundred and eighty-three Dollars (\$472,183.00) for the improvement of said section from the municipality's allotment of Motor Fuel Tax funds.

3. That work shall be done by Contract; and, Specify Contract or Day Labor

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

Approval lines for: Approved, Date, Department of Transportation, Regional Engineer

I, Nick Kachiroubas Clerk in and for the City of Crystal Lake County of McHenry, hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Council at a meeting on February 15, 2011 IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 15th day of February, 2011 (SEAL)



Agenda Item No: 22

City Council Agenda Supplement

Meeting Date: February 15, 2011

Item: Squad Car Purchase

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an agreement with Landmark Ford in Springfield, IL for the purchase of a seven (7) Police Pursuit Cars in the amount of \$154,623.00, for the 2011/2012 Budget Year.

Staff Contact: Dave Linder, Chief of Police
Victor Ramirez, Director of Public Works

Background:

The Ford Crown Victoria Police Interceptor is being discontinued after the 2011 model year. Any orders for the Crown Victoria must be placed by March 1, 2011. All seven 2008 Ford Crown Victoria's currently used by the Police Department are due for replacement. Replacement of these cars has already been previously deferred by one (1) year. The cars now scheduled to be replaced have been in service since July, 2007 and have logged 83,240 miles on average (Exhibit A). It will take approximately 18 weeks to receive delivery of the new vehicles and perform the necessary change over process. It is estimated that by this time, the existing vehicles will have an additional 10,000 miles, on average. This will place several of the existing squad cars at over 100,000 miles.

By ordering Ford Crown Victoria vehicles prior to them being discontinued, the City can reduce equipment installation costs. The current equipment can be transferred into the new Crown Victoria's since they are the same configuration as previous model years as opposed to purchasing new equipment to retrofit another make and model of vehicle. If the cars are not ordered by March 1, 2011, City Staff will have to order a different model of vehicle later during the 2011/2012 fiscal year, which will lead to higher change-over costs, as some of the equipment will not fit the future replacement squad car.

Funds will be included in the forthcoming 2011/2012 draft budget for the purchase of seven (7) squad cars. Staff is requesting that this order be placed prior to the adoption of the 2011/2012 Budget to ensure that the order is fulfilled.

As a participant in the State of Illinois Joint Purchase Program, the City is able to take advantage of the joint purchase program offered by the State. This program allows for combined purchasing power, which enables for significant cost reductions on a number of items, including

vehicles. All items that are bid follow the same State public procurements statutes that the City follows for a competitive, sealed bidding process.

Recommendation:

It is the recommendation of the Police Department, the Public Works Department, and the City Manager's Office to purchase seven (7) Police Pursuit Cars in the amount of \$154,623.00 from Landmark Ford in Springfield, IL through the State Joint Purchase Program.

Votes Required to Pass:

Simple Majority

DRAFT



RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a Purchase Agreement between the CITY OF CRYSTAL LAKE and Landmark Ford for the provision of seven (7) 2011 Ford Crown Victoria Police Interceptors. The funds to purchase these vehicles will be from the Fiscal Year 2011/2012 Budget.

DATED this 15th day of February, 2011.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: February 1, 2011
APPROVED: February 1, 2011



Agenda Item No: 23

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Well #7 Repair Work

Staff Recommendation: Motion to amend the contract with Midwest Well Services Inc., dba Municipal Well and Pump, for Well #7 Repair Work to include the purchase of a new motor and electrical cable and adopt a Resolution authorizing the City Manager to execute a contract amendment with Municipal Well and Pump to complete repair work based on the proposal provided on January 24, 2011.

Staff Contact: Andy Resek, Water Division Superintendent
AJ Reineking, Assistant to the Director of Public Works

Background:

Well #7, at Water Treatment Plant #1 (located at 365 Poplar St.), is the only raw water supply for WTP#1. The City relies on this well to meet our water system demands. In October 2010, bronze particles, typically a sign of extensive pump wear, were found in the well. As a result, the well was taken out of service.

On December 21, 2010, the City Council awarded the contract to Municipal Well & Pump for repairs to Well #7. The City solicited prices for common maintenance and repair work for the well with the actual cost not being fully known until the well was pulled and thoroughly inspected, which was included as part of the base price.

The inspection provided by Municipal Well & Pump revealed additional work needed to be completed to bring the well back into service. Both the motor and pump were in disrepair and in need of replacement. The original proposal provided pricing to replace the pump, but to refurbish the motor. Given the time constraints of the project and pricing to refurbish the damaged equipment, the City would not see a substantial benefit for refurbishing the motor as opposed to replacing it.

In addition, testing of the electrical cable that powers the motor revealed that the integrity of the cable is compromised and must be replaced. This was not an item initially identified in the proposal and will require supplemental funds to ensure the reliability and longevity of the well.

The total additional cost to bring the well in service will be \$51,959.70, bringing the total cost of the project to \$163,801.70. This includes all costs associated with pulling the pump and motor, inspection of all components, replacement of the pump, motor and electrical cable, sandblasting and recoating of the column piping, and reinstalling all components.

December 21, 2010 City Council Approval	Removal, inspection and reinstatement of well components; refurbish motor, new pump	\$111,842.00
Change Order #1 Request Total Difference from Original: \$51,959.70	Electrical Cable	\$43,500.00
	Difference to replace the motor as opposed to refurbish	\$7,164.00
	20 additional feet of new column pipe	\$940.00
	Sandblast and recoat existing column pipe	\$6,843.20
	<i>Reduction:</i> Replace bowl housing	(\$1,830.00)
	<i>Reduction:</i> Service motor	(\$877.50)
	<i>Reduction:</i> Cut/Rethread column pipe	(\$656.00)
	<i>Reduction:</i> Replacement of top/bottom case bearings	(\$480.00)
	<i>Reduction:</i> Replacement of bowl bearings	(\$890.00)
	<i>Reduction:</i> Replace impeller	(\$920.00)
<i>Reduction:</i> Replace impeller shaft	(\$690.00)	
<i>Reduction:</i> New coupling	(\$144.00)	
Total Revised Contract		\$163,801.70

The well was last serviced in 2006 with pump repairs completed.

Recommendation:

Staff has reviewed the proposed work submitted, and witnessed the testing of the 750 ft. cable at Municipal Well & Pump's shop in Waupun, WI. It is, therefore, the recommendation of the Public Works Department to expand the scope of the initial contract with Municipal Well and Pump to include the replacement of the motor, in lieu of refurbishing the old motor, and electrical cable. The repair of this well will ensure that the well is in optimal condition prior to Water Treatment Plant #1 going online in April 2011.

There are sufficient funds in the FY 2010/2011 Budget for this expense.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract amendment with Municipal Well & Pump to complete repair work based on the proposal provided on January 24, 2011.

DATED this _____ day of _____, 2011.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____

APPROVED: _____



Agenda Item No: 24

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	February 15, 2011
<u>Item:</u>	Union Pacific Railroad Grade Crossing Improvement Agreement for Pingree Road
<u>Staff Recommendation:</u>	Motion to adopt a resolution authorizing the City Manager to execute the Agreement for the Pingree Road Grade Crossing Improvement.
<u>Staff Contact:</u>	Erik D. Morimoto, Director of Engineering and Building Victor C. Ramirez, Director of Public Works

Background:

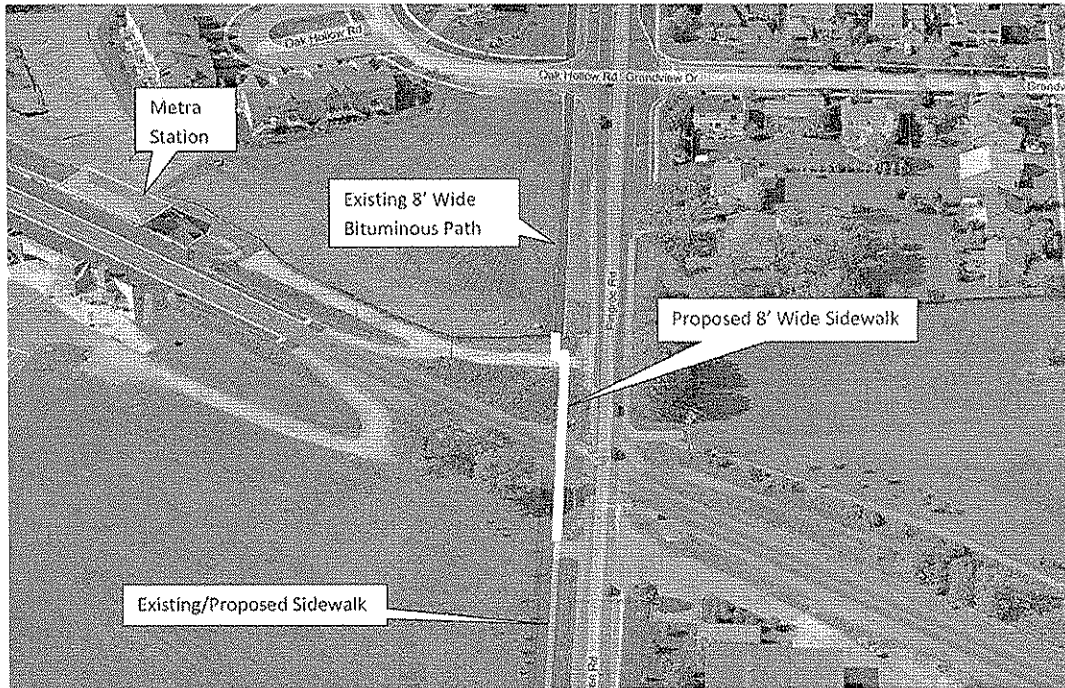
The City is currently in the process of preparing the Pingree Road Segment 2 improvement, which is the area between Cog Circle and the Union Pacific Railroad tracks project, for construction. This segment is being improved to include additional turn lanes at the Congress Parkway intersection and is being completed with participation from Metra because of the Pingree Road station. The improvements, as approved by IDOT as part of the Phase I Project Development Report, include an extension of the current sidewalk network along Pingree Road across the tracks to connect the existing shared-use path to the north.

In order to accommodate the eight-foot-wide sidewalk extension across the tracks, it was determined at a field meeting between City staff, the Union Pacific Railroad, and the Illinois Commerce Commission, who has regulatory authority over modifications to existing highway-railroad grade crossings, that pedestrian gates are needed to address safety concerns with the sightlines at the crossing. In addition, the existing track pads must be extended to the west approximately 25 feet to accommodate the new pedestrian crossing.



PINGREE ROAD WIDENING

UPRR EXHIBIT FOR PEDESTRIAN GATE CONSTRUCTION



This agreement initiates the labor and material costs for the installation of the necessary grade crossing improvements, which will cost \$189,738.00. This cost is included in the overall construction cost, which is being funded through Metra contributions and Federal Surface Transportation Program funding. In addition, the City will be responsible for the annual maintenance fee of \$2,720.00 per year for the two pedestrian warning gates.

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 agreement for the Pingree Road Grade Crossing Improvement with the Union Pacific Railroad.

DATED this fifteenth day of February, 2011

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: February 15, 2011

APPROVED: February 15, 2011



Agenda Item No: 25

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Stormwater Consultant Agreement Extension and Hourly Rate Update

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an extension of the City's current agreement with Christopher B. Burke Engineering, Ltd. for stormwater management consulting services through April 30, 2013 using Christopher B. Burke Engineering, Ltd.'s 2009 hourly rates.

Staff Contact: Erik D. Morimoto, Director of Engineering and Building

Background:

Stormwater Management Consultant Agreement

On September 16, 2008, the City Council approved the use of a new City Stormwater Management Consultant, Christopher B. Burke Engineering, Ltd. (CBBEL). City staff has been very satisfied with the performance of CBBEL and their ability to provide review comments on time, assist staff in the City's flooding studies, and provide overall guidance to City staff regarding stormwater items.

CBBEL's current agreement was approved for a two-year period, which expired in September of 2010. City staff has been pleased with CBBEL's performance and would like to extend their agreement for a second two-year term, until April 30, 2013.

Fee Structure

On September 16, 2008, a new permit review process and fee structure was also approved; see attachments 1 and 2 respectively. The fee structure provides guidance to the development community regarding anticipated fees for stormwater reviews. This approach has worked very well for both the City and permit applicants. The fee structure includes a combination of flat fees and hourly rate fees depending on the classification of project:

- Single-Family Dwelling – Flat Fee
- Minor Development – Flat Fee
- Intermediate Development – Flat Fee
- Major Development – Hourly Charge
- Public Road Development – Hourly Charge
- Special Management Areas (watershed, wetland, floodplain, etc) – Hourly Charge

All hourly rate charges for stormwater permit reviews are passed through to the developer. Additional technical assistance provided by CBBEL to staff for special assignments outside the retainer is provided at the established hourly rates.

The original agreement with CBBEL outlined the utilization of their 2007 rates for a period of two years. They are requesting that their 2009 rates now be utilized, as the two-year term has expired. The flat fee for certain classes of permit applications which were previously established would not increase. The change only applies to projects that utilize the hourly review charge. The following table shows the updated hourly charge for CBBEL personnel typically completing reviews:

Personnel	2007 Hourly Charge	2009 Hourly Charge
Engineer V	\$157/hr	\$173/hr
Engineer III	\$117/hr	\$125/hr

Recommendation

City staff recommends the extension of CBBEL’s agreement until April 30, 2013. At that time, staff will review their performance and make a recommendation to select a new firm or extend CBBEL’s agreement for an additional two years. City staff also recommends approval of the utilization of CBBEL’s 2009 rates until April 30, 2013.

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 is authorized to execute an extension to the agreement with Christopher B. Burke Engineering Ltd. (CBBEL) for stormwater management consultation services.

DATED this fifteenth of February, 2011.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: February 15, 2011

APPROVED: February 15, 2011



Agenda Item No: 26

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: An Intergovernmental Agreement Enabling Payments for Dial-A-Ride Services from the Senior Services Grant Fund.

Staff Recommendation: Motion to approve a Resolution authorizing the City Manager to execute an intergovernmental agreement between McHenry County and the City of Crystal Lake enabling payments for Dial-A-Ride services from the Senior Services Grant Fund.

Staff Contact: George Koczvara, Deputy City Manager
Brad Mitchell, Assistant to the City Manager

Background:

The attached agreement provides funds for the City's Dial-A-Ride program from the County Senior Services Grant Fund. The attached agreement makes no changes to the City Dial-A-Ride program or the City's participation in the County Pilot Transit Program. The attached agreement will allow the County to reimburse the City for rides the City provides as part of the City's Dial-A-Ride program to seniors that have registered with the County as part of the County's Pilot Transit Program.

In 2007, the McHenry County Division of Transportation applied for and was awarded funding from the McHenry County Board and the County's Senior Services Grant Commission to implement a pilot program to coordinate existing transportation services for eligible seniors. In 2009, a Memorandum of Understanding was signed between McHenry County and the municipalities of Crystal Lake, McHenry and Woodstock, Door Township and the Pioneer Center to establish the County Pilot Transit Program, to provide coordinated Pace Dial-A-Ride services. This new service began on February 13, 2010. The City's participation in the Pilot Transit Program enhances Pace Dial-A-Ride services to residents at no additional costs to the City.

Per the attached memo from Assistant County Engineer Jeff Young, the proposed Intergovernmental Agreement will enable the City of Crystal Lake to accept payments

from McHenry County to reimburse the City for rides it provides within its Pace Dial-A-Ride service area to seniors that have registered with the County's Pilot Program.

Each month, the City will be responsible for providing the County with a copy of the City's Pace Dial-A-Ride invoice. The County will use this invoice to make payments to the City as long as Senior Grant monies are available. It is anticipated that for the one-year of this agreement, the City would be reimbursed approximately \$5,550.00 for the number of eligible trips for seniors registered with the County's Pilot Program. However, if the City can encourage more seniors to register with the County's Pilot Program, then each time a registered senior uses the City Dial-A-ride Program, the City would be eligible for a greater reimbursement from the County. At no time will the reimbursement exceed \$30,000 during the County's fiscal year.

The City Attorney has reviewed this agreement.

Votes Required to Pass:

Simple majority vote of the City Council.



DRAFT

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, of McHenry County, Illinois, that the City Manager be and he is hereby authorized and directed to execute an intergovernmental agreement between McHenry County and the City of Crystal Lake enabling payments for Dial-A-Ride services from the Senior Services Grant Fund.

DATED this 15th day of February, 2011

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: February 15, 2011
APPROVED: February 15, 2011



Agenda Item No: 27

City Council Agenda Supplement

Meeting Date:

February 15, 2011

Item:

Intergovernmental Agreement between the Crystal Lake Police Department and the U.S. Drug Enforcement Administration.

Staff Recommendation:

Motion to adopt a resolution authorizing the Police Chief to execute an Intergovernmental Agreement with the U. S. Drug Enforcement Administration enabling the Crystal Lake Police Department to become a member of the Provisional State and Local Government Task Force.

Staff Contact:

David Linder, Chief of Police

Background:

The Drug Enforcement Administration (DEA) has over 2,000 state and local police officers assigned to DEA task forces nationwide. The Crystal Lake Police Department is seeking to enter into an intergovernmental agreement with the DEA to assign one of our police officers to the local DEA task force on a part-time basis to assist in combating the drug trade in the McHenry County area. The local DEA office is located in Rockford, IL. DEA Task Force Officers continue to function as local investigators, working for and meeting the needs of the Crystal Lake Police Department's mission, but with the following added benefits:

- Federal drug agent deputization
- Available office space and materials
- Larger community impact
- Complex criminal investigations
- Shared manpower force-multiplier
- Multiple prosecution venues
- Combined intelligence resources
- Utilization of DEA's global resources
- No cost DEA training and travel
- Quarterly firearms training
- Overtime reimbursement
- Equitable sharing of asset seizures

The City Attorney and the City's risk pool have reviewed the agreement.

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 Chief of Police be and he is hereby authorized and directed to execute an Intergovernmental Agreement with the U.S. Drug Enforcement Administration for participation in the Provisional State and Local Government Task Force.

DATED this 15th day of February, 2011

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: February 15, 2011
APPROVED: February 15, 2011



Agenda Item No: 28

**City Council
Agenda Supplement**

Meeting Date:

February 15, 2011

Item:

Memorandum of Understanding between the Crystal Lake Police and U.S. Immigration and Customs Enforcement.

Staff Recommendation:

Motion to adopt a resolution authorizing the Police Chief to execute a Memorandum of Understanding with U.S. Immigration and Customs Enforcement enabling the Crystal Lake Police Department to become a member of the Cyber Crimes Investigation Group federal task force and for reimbursement of joint operations expenses from the Treasury Forfeiture Fund.

Staff Contact:

David Linder, Chief of Police

Background:

U.S. Immigration and Customs Enforcement (ICE), the largest investigative agency in the Department of Homeland Security, places a high priority on enforcing laws against child pornography, sexual exploitation, child sex tourism and other crimes against children. As a part of a force multiplier approach, ICE is authorized under Title 19 of U.S. Code 1404 to cross-designate other federal, state and local law enforcement officers to investigate and enforce customs laws.

The Crystal Lake Police Department is seeking a Memorandum of Understanding that would allow membership with a federal task force headed by ICE. This federal task force is known as the Cyber Crimes Investigation Group. As a member of the task force, the Crystal Lake Police Department will continue to actively investigate cyber crimes, especially those that victimize children, but now with the added assistance and support of the ICE task force. Resources that will be available to the Crystal Lake Police Department will include recognized experts in the field of computer forensics and fugitive tracking. In addition, a portion of seized funds, as part of joint operations with ICE, would be made available to the City. The City Attorney and the City's risk pool have reviewed the agreement.

Votes Required to Pass: A simple majority



DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the Chief of Police be and he is hereby authorized and directed to execute a Memorandum of Understanding with U.S. Immigration and Customs Enforcement for participation in the Cyber Crimes Investigation Group federal task force and for reimbursement of joint operations expenses from the Treasury Forfeiture Fund.

DATED this 15th day of February, 2011

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: February 15, 2011
APPROVED: February 15, 2011



Agenda Item No: 29

**City Council
Agenda Supplement**

Meeting Date:

February 15, 2011

Item:

City Code Amendment to Chapter 33-18 Emergency Services and Disaster Agency

Staff Recommendation:

Motion to adopt an ordinance amending Chapter 33-18 of the City Code to be in compliance with the National Incident Management System (NIMS) terminology and the City's Emergency Operation Plan.

Staff Contact:

James P. Moore, Fire Rescue Chief

Background:

In an effort to remain in compliance with the National Incident Management System (NIMS) and the City's Emergency Operation Plan, it is recommended that the City update Chapter 33-18 of the City Code to reflect changes in certain terminology. The "Emergency Service and Disaster Agency" shall be replaced with "Emergency Management Agency" and "Coordinator" shall be replaced with "Emergency Manager".

In 2003, the Secretary of Homeland Security was directed to develop and administer The National Incident Management System (NIMS). The National Incident Management System (NIMS) provides a systematic, proactive approach for departments and agencies at all levels of government, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location or complexity, in order to reduce the loss of life and property and harm to the environment. City staff has since taken the necessary actions to be in compliance with the NIMS, through training and procedural requirements. Being in compliance with NIMS allows the City to be eligible for certain Federal and State funding in regards to emergency management.

In addition, the Illinois Emergency Management Act requires each emergency management agency to prepare an emergency operations plan for its geographic boundaries that complies with planning, review, and approval standards promulgated by the Illinois Emergency Management Agency.

The proposed terminology changes to the City Code are a procedural requirement for the City to

remain in compliance with the requirements set forth by NIMS and the Illinois Emergency Management Act.

Votes Required to Pass: A simple majority vote.

DRAFT

Ordinance No. _____

**AN ORDINANCE AMENDING CHAPTER 33-18
Emergency Services and Disaster Agency**

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crystal Lake, as follows:

SECTION 1: The Code of Ordinances, City of Crystal Lake, Illinois, is hereby amended by replacing Chapter 33-18 as follows:

Title: ~~Emergency Services and Disaster Agency~~ Emergency Management Agency

Establishment.

(1)

There is hereby created the Crystal Lake ~~Emergency Service and Disaster Agency~~ Emergency Management Agency to prevent, minimize, repair, and alleviate injury or damage resulting from disaster caused by enemy attack, sabotage, or other hostile action, or from natural or man-made disaster, in accordance with 20 ILCS 3305/1 et seq.

(2)

This emergency service and disaster agency shall consist of the ~~Coordinator~~ Emergency Manager and such additional members as may be selected by the ~~Coordinator~~ the Emergency Manager.

B.

~~Coordinator~~ Emergency Manager. The ~~Coordinator~~ Emergency Manager of the City ~~Emergency Service and Disaster Agency~~ Emergency Management Agency shall be appointed by the City Manager and shall serve until removed by same.

(1)

The ~~Coordinator~~ Emergency Manager shall have direct responsibility for the organization, administration, training, and operation of the City ~~Emergency Service and Disaster~~ Emergency Management Agency, subject to the direction and control of the City Manager as provided by statute.

(2)

In the event of the absence, resignation, death or inability to serve as the ~~Coordinator~~ Emergency Manager, the City Manager or any person designated by him/her, shall be and act as ~~Coordinator~~ Emergency Manager until a new appointment is made as provided in this article.

C.

Functions. The City ~~Emergency Service and Disaster Agency~~ Emergency shall ~~Management Agency~~ shall perform such ~~Emergency Service and Disaster Agency~~

DRAFT

Emergency Management Agency functions within the City as shall be prescribed in and by the State ~~Emergency Service and Disaster Agency~~ Emergency Management Plan and Program prepared by the Governor, and such orders, rules and regulations as may be promulgated by the Governor, and in addition shall perform such duties outside the corporate limits as may be required pursuant to any mutual aid agreement with any other political subdivision, municipality, or quasi-municipality entered into as provided in 20 ILCS 3305/1 et seq.

D.

Service as mobile support team. All or any members of the City ~~Emergency Service and Disaster Agency~~ Emergency Management Agency organization may be designated as members of a Mobile Support created by the Emergency Management Agency ~~Director~~ Manager, as provided by law.

(1)

The leader of such Mobile Support Team shall be designated by the ~~Coordinator~~ Manager of the City ~~Emergency Service and Disaster Agency~~ Emergency Management Agency organization.

(2)

Any member of a Mobile Support Team, who is a City employee or officer while serving on call to duty by the Governor, or the State Director, shall receive the compensation and have the powers, duties, rights, and immunities incident to such employment or office.

(3)

Any such member who is not a paid officer or employee of the City, while so serving, shall receive from the state reasonable compensation as provided by law.

E.

Agreements with other political subdivisions. The ~~Coordinator~~ Manager of ~~Emergency Service and Disaster Agency~~ Emergency Management Agency may negotiate mutual aid agreements with other cities or political subdivisions of the state, but no such agreement shall be effective until it has been approved by the Mayor and City Council and by the State Emergency Management Agency Director.

F.

Emergency action. If the Governor proclaims that a disaster emergency exists in the event of actual enemy attack upon the United States or the occurrence within the State of Illinois of a major disaster resulting from enemy sabotage or other hostile action, or from man-made or natural disaster, it shall be the duty of the City ~~Emergency Service and Disaster Agency~~ Emergency Management Agency to cooperate fully with the State Emergency Management Agency and with the Governor in the exercise of emergency powers as provided by law.

G.

Compensation. Members of the ~~Emergency Service and Disaster Agency~~ Emergency Management Agency who are paid employees or officers of the City, if called for

training by the State Emergency Management Agency Director, shall receive for the time spent in such training the same rate of pay as is attached to the position held; members who are not such City employees or officers shall receive for such training time such compensation as may be established by the Mayor and City Council.

H.

Reimbursement by state. The State Treasurer may receive and allocate to the appropriate fund, any reimbursement by the state to the City for expenses incident to training members of the ~~Emergency Service and Disaster Agency~~ Emergency Management Agency as prescribed by the State Emergency Management Agency Director, compensation for services and expenses of members of a Mobile Support Team while serving outside the City in response to a call by the Governor or State Emergency Management Agency Director, as provided by law, and any other reimbursement made by the state incident to ~~Emergency Service and Disaster Agency~~ Emergency Management Agency activities as provided by law.

I.

Purchases and expenditures.

(1)

The Mayor and City Council may, on recommendation of the City ~~Coordinator~~ Emergency Manager of the ~~Emergency Service and Disaster Agency~~ the Emergency Management Agency, authorize any purchase of contracts necessary to place the City in a position to combat effectively any disaster resulting from the explosion of any nuclear or other bomb or missile, and to protect the public health and safety, protect property, and provide emergency assistance to victims in the case of such disaster, or from man-made or natural disaster.

(2)

In the event of enemy caused or other disaster, the City ~~Coordinator~~ Emergency Manager of the ~~Emergency Service and Disaster Agency~~ Emergency Management Agency is authorized, on behalf of the City, to procure such services, supplies, equipment or material as may be necessary for such purposes, in view of the exigency without regard to the statutory procedures or formalities normally prescribed by law pertaining to City contracts or obligations, as authorized by 20 ILCS 3305/1 et seq., provided that if the Mayor and City Council meets at such time they shall act subject to the directions and restrictions imposed by that body.

J.

Oath. Every person appointed to serve in any capacity in the City ~~Emergency Disaster~~ Agency ~~Emergency Management Agency~~ organization shall, before entering upon his/her duties, subscribe to the following oath, which shall be filed with the ~~Coordinator~~ Emergency Manager:

"I, _____, do solemnly swear (or affirm) that I will support and defend and bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of Illinois, and the territory, institutions, and facilities thereof, both public and private, against all enemies, foreign and domestic; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter. And I do further swear (or affirm) that I do not advocate, nor am I nor have I been a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am affiliated with the City ~~Emergency Service and Disaster Agency~~ Emergency Management Agency organization, I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence."

K.

Office. The City Manager is authorized to designate space in a City building or elsewhere, as may be provided for by the City Manager for the City ~~Emergency Service and Disaster Agency~~ Emergency Management Agency as its office.

L.

Appropriation; levy of taxes. The Mayor and City Council may make an appropriation for ~~Emergency Service and Disaster Agency~~ Emergency Management Agency purposes in the manner provided by law, and may levy, in addition for ~~Emergency Service and Disaster Agency~~ Emergency Management Agency purposes only, a tax not to exceed \$0.05 per \$100 of the assessed value of all taxable property in addition to all other taxes, as provided by 20 ILCS 3305/1 et seq.; however, that amount collectable under such levy shall in no event exceed \$0.25 per capita.

M.

Declaration of emergency. A local disaster emergency may be declared only by the Mayor. It shall not be continued or renewed for a period in excess of seven days except by or with the consent of the City Council. Any order or proclamation shall be given prompt and general publicity and shall be filed promptly with the City Clerk.

SECTION 2. This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form as provided by law.

SECTION 3. This Ordinance shall be printed and published in pamphlet form by order of the City Council of the City of Crystal Lake.

DRAFT

YEAS:

NAYS:

ABSENT:

Passed and Approved this 15th day of February 2011.

CITY OF CRYSTAL LAKE, an Illinois Municipal
Corporation

BY: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

Nick Kachiroubas, City Clerk



Agenda Item No: 30

**City Council
Agenda Supplement**

Meeting Date:

February 15, 2011

Item:

Intergovernmental Agreement between the City of Crystal Lake and the Illinois Emergency Management Mutual-Aid System (IEMMAS)

Staff Recommendation:

Motion adopting a resolution authorizing the City Manager to execute an Intergovernmental Agreement between the City of Crystal Lake and the Illinois Emergency Management Mutual-Aid System (IEMMAS) to provide assistance with emergency management support functions.

Staff Contact:

James P. Moore, Fire Rescue Chief

Background:

Following the recent evaluation of the City's emergency preparedness program, the City identified the need to establish a mutual-aid agreement with the Illinois Emergency Management Mutual Aid System (IEMMAS), for the emergency management support function required by the National Incident Management System. Emergency management support functions include resource tracking, strategic support, State liaison and administrative staffing.

The Illinois Emergency Management Mutual Aid System would provide a defined and prearranged response and assistance in the event of an emergency. This assistance will be provided upon the request of the City's Emergency Manager. This agreement allows the City to take the necessary and proper action to render and/or request mutual aid from other member units of IEMMAS in the event of an emergency situation. In addition, it allows the City to assist a nearby member by assigning, as appropriate, some of its personnel, equipment or material resources to the requesting member municipality. It should be noted that, similar to other mutual aid agreements, the City is not obligated to respond to another municipality's request for assistance if it creates a hardship for the City, and the determination as to what, if any, personnel and equipment are available is within the sole discretion of the City's Emergency Manager. The aid provided to member communities is without cost, except to the extent that expenses may be recoverable from a third party. Finally, the State Statute authorizing this Agreement provides immunities for any participating municipality for claims arising out of mutual aid rendered to another community.

Votes Required to Pass:

Simple majority vote of the City Council.

DRAFT



RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, ILLINOIS,
AUTHORIZING PARTICIPATION AS A MEMBER IN THE ILLINOIS EMERGENCY
MANAGEMENT MUTUAL AID SYSTEM RESPONSE PURSUANT TO AN
INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE CITY OF CRYSTAL LAKE
AND THE ILLINOIS EMERGENCY SERVICES MANAGEMENT ASSOCIATION FOR THE
ESTABLISHMENT OF A MUTUAL AID INTERGOVERNMENTAL SERVICE AGREEMENT**

WHEREAS, the City of Crystal Lake, pursuant to Ordinance, established an Emergency Management Agency/Emergency Services and Disaster Agency pertaining to appropriate functions in the case of an emergency; and

WHEREAS, it is recognized that at any given time emergency situations may occur that are beyond the capacities of the City of Crystal Lake Emergency Management Agency/ Emergency Services and Disaster Agency to deal effectively with in terms of personnel, equipment and material resources; and

WHEREAS, in adopting the Illinois Emergency Management Mutual Aid System Intergovernmental Service Agreement (the "Service Agreement"), the City of Crystal Lake, as one of the members thereof, hereby expresses its intent to assist a nearby member jurisdiction by assigning as appropriate some of its personnel equipment or material resources to the requesting member municipality as situations allow and to receive such mutual aid from member municipalities as may be required; and

WHEREAS, said Service Agreement is authorized by the Illinois Emergency Management Act, Section 20 ILCS 3305/13 and pursuant to the Ordinances of the City of Crystal Lake allowing for the participation in various mutual aid agreements; and

WHEREAS, it is in the best interests of the City of Crystal Lake to enter into this agreement to provide for assistance to the residents of the City of Crystal Lake and other Members of said Mutual Aid Service Agreement.

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

DRAFT

Section 1: That the above and foregoing recitals are incorporated as findings of fact in this Resolution.

Section 2: That the City of Crystal Lake, a body politic, may participate as a Member of the Illinois Emergency Management Mutual Aid System pursuant to that certain Mutual Aid Intergovernmental Service Agreement which is attached to this Resolution hereto and incorporated herein and identified as "Exhibit A".

Section 3: That the City Manager be and is hereby authorized to execute, on behalf of the City of Crystal lake, said Agreement and that the City of Crystal Lake Clerk is authorized to attest to said Agreement.

DATED this 15th day of February, 2011

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST

Nick Kachiroubas, City Clerk

PASSED: February 15, 2011
APPROVED: February 15, 2011



Agenda Item No: 31

**City Council
Agenda Supplement**

Meeting Date: February 15, 2011

Item: Resolution of Support – Mercy Hospital

Recommendation: Motion to approve the resolution supporting a hospital in Crystal Lake.

Staff Contact: Gary J. Mayerhofer, City Manager
Michelle Rentzsch, Director of Planning & Economic Development

Background:

Mercy Health System has asked the City Council to pass a resolution supporting their proposed Crystal Lake Hospital, which would be located at the southeast corner of Route 31 and Three Oaks Road. The 128-bed hospital would offer a full spectrum of services that would be conveniently located for Crystal Lake residents as well as provide a positive economic impact to this community. Mercy representatives have confirmed that the State application must be processed and approved before they would seek zoning approvals from the City for the proposed hospital. The approval of the attached resolution in no way vests any zoning rights or approval for this property.

On February 1, 2005, the City Council previously granted zoning approval for a Preliminary PUD, Special Use Permits for a hospital and helipad, and variations, which expired two years after the approval, if the use was not instituted. If the State approves the requested certificate of need for the Mercy Crystal Lake hospital, Mercy would need to pursue similar zoning approvals from the City.

The State's certificate of need process provides for a local public hearing for a proposed hospital. Mercy's public hearing for the certificate of need request will be held at Crystal Lake City Hall in the Council Chambers on Friday, March 18, 2011 starting at 10:00AM.

Votes Required to Pass: A simple majority vote.



DRAFT

RESOLUTION

WHEREAS, on December 29, 2010, Mercy Health System filed a Certificate of Need Application with the Illinois Health Facilities and Services Review Board (HFSRB) for a \$200 million project in Crystal Lake, Illinois (hereinafter, "the Project"); and

WHEREAS, an approved Certificate of Need from HFSRB will allow Mercy Health System to initiate further steps to seek approval for and begin plans to build a 128-bed acute care, large multi-specialty physician clinic and hospital in Crystal Lake at Route 31 and Three Oaks Road; and

WHEREAS, Mercy Health System has revised its earlier plans to better serve the current and future needs of Crystal Lake and surrounding communities by increasing the number of hospital beds and high-priority services provided in the area; and

WHEREAS, Mercy Health System understands that this resolution vests no zoning rights nor shall it be deemed to constitute an approval for the development or construction of a future Hospital and Medical Center and that any such development and/or construction shall require certain zoning approvals in accordance with the Unified Development Ordinance of the City of Crystal Lake; and

WHEREAS, Mercy Health System has chosen to locate its hospital and medical center in the most densely populated area of McHenry County; and

WHEREAS, Crystal Lake is also the home of the most diverse population in McHenry County and has a growing geriatric population in need of additional services; and

WHEREAS, the location will also provide easy access for Emergency Medical Service providers; and

WHEREAS, it is anticipated that the Project will generate an estimated 650 to 800 construction related jobs during the two-year construction project. Within the first year of opening the facility, Mercy Crystal Lake Hospital is expected to employ more than a thousand individuals, filling 840 FTE positions, of which approximately 600 will be new jobs; and

WHEREAS, Mercy Health System had represented that the total industry sales impact of the proposed Mercy Crystal Lake Hospital and Medical Center ranges from an estimated \$102.78 Million in the first year of operation to an estimated \$257.5 Million five years later; and

WHEREAS, in addition to generating jobs and income, the economic activity associated with the proposed Mercy Crystal Lake Hospital and Medical Center will also generate tax revenue for the State of Illinois and local governments.

DRAFT

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crystal Lake does hereby endorse and support the approval of Mercy Health System's application for certificate of need for the proposed Mercy Crystal Lake Hospital and Medical Center project contingent upon Mercy Health System obtaining certain zoning approvals in accordance with the Unified Development Ordinance of the City of Crystal Lake.

DATED this 15th day of February, 2011.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR Pro-Tem

SEAL

ATTEST

CITY CLERK

PASSED:

APPROVED:

AYES:

NAYS:



Agenda Item No: 35

**City Council
Agenda Supplement**

Meeting Date:

February 15, 2011

Item:

Economic Development Committee Reappointment and new Appointments

Mayor's Recommendations:

Motion to Reappoint and Appoint members to the Economic Development Committee

Contact:

Aaron T. Shepley, Mayor

Background: Currently, there are four vacant positions on the Economic Development Committee. One of the four vacant positions has been available since 2007, while the remaining three positions have opened up within the past six months. The Economic Development Committee consists of nine voting members, of which two of the positions are nominated by Downtown Crystal Lake and the Chamber of Commerce.

The Economic Development Committee has provided a list of qualified candidates for the Mayor and City Council's review, along with a request to consider these individuals for appointment to the four vacancies on the Committee. The list of qualified candidates includes: Keith Saidler of JMS Marketing, Andrew Hymes, of Millennium Electronics, Jeff DeHaan of BSC Private Wealth Management, and Steve Dalzell of Dalzell & Co. Jewelers.

The resumes for all seven interested candidates have been provided.

The available Committee positions will have the following terms: one position will expire on September 30, 2011, one will expire on September 30, 2012, and the other two positions will expire on September 30, 2013.

In addition, Haig Haleblian, the current Chairman, would like to continue serving on the Committee and is seeking reappointment. Mr. Haleblian's new term would expire on September 30, 2013.

Votes Required to Pass: A simple majority vote.