



**CITY OF CRYSTAL LAKE**  
**AGENDA**

**CITY COUNCIL**  
**REGULAR MEETING**

**City of Crystal Lake**  
**100 West Woodstock Street, Crystal Lake, IL**  
**City Council Chambers**  
**September 20, 2011**  
**7:30 p.m.**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Administration of Oath of Office – Ryan S. Muscavitch**
5. **Proclamation – Lions Club Candy Days**
6. **Approval of Minutes – September 6, 2011 Regular City Council Meeting**
7. **Accounts Payable**
8. **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.*
9. **Mayor's Report**
  - a. **Presentation of Community Service Award.**
10. **Council Reports**
11. **Consent Agenda**
  - a. **Resolution approving the Short Term Valet Parking Permit for the Raue Center for the Arts' Stargazers Ball on September 23, 2011, and waiving the application fee.**
12. **Cub Scout Pack 168 Request to Use Three Oaks Recreation Area for a Special Event.**
13. **Joseph's Marketplace, 29 Crystal Lake Plaza – City Code Amendment increasing the number of Class 13 liquor licenses.**
14. **Crystal Lake Gas Depot, 471 W. Virginia Street – City Code Amendment increasing the number of Class 15 liquor licenses.**
15. **Exceed Flooring, 5186 Northwest Highway – Unified Development Ordinance Sign Variation request for an additional freestanding sign.**
16. **Proposal award and resolution authorizing execution of an agreement for the Illinois Route 176 at Briarwood Road Intersection Improvement Phase III Engineering Consultant and approval of changes in scope by 10 percent of the original price.**

17. **Resolution authorizing execution of the Local Agency Agreement for Federal and State Participation with IDOT for Construction and Phase III Engineering of the Pingree Road Segment 2 Improvement.**
18. **Resolution authorizing appropriation of MFT funds for the City's share of the Pingree Road Segment 2 Improvement.**
19. **Bid award and resolution authorizing execution of a service agreement for bio-solids transportation from the City's wastewater treatment plants.**
20. **Crystal Lake Flooding Study Update for Area 1B – North Shore Drive Improvement – Discussion Only.**
21. **Council Inquiries and Requests.**
22. **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.**
23. **Reconvene to Regular Session.**
24. **Board and Committee Appointments/Reappointments.**
25. **Adjourn**

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



**Agenda Item No: 4**

**City Council  
Agenda Supplement**

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**Meeting Date:** September 20, 2011

**Item:** Swearing In Ceremony for New Firefighter Paramedic Ryan S. Muscavitch

**Staff Contact:** Ann Everhart, Director of Human Resources  
James P. Moore, Chief of Fire Rescue

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**Background:**

Mayor Shepley will be swearing in our newest Firefighter Paramedic Ryan Muscavitch.

The Fire Rescue Department is pleased to welcome Firefighter Paramedic Ryan Muscavitch. FFPM Muscavitch started with the department on April 25, 2011. FFPM Muscavitch has recently completed his academy training, graduating in the top percentile of his class. He is currently in the orientation phase within the department.

Congratulations to our new firefighter paramedic!



## Agenda Item No. 5

### City Council Agenda Supplement

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**Meeting Date:**

September 20, 2011

**Item:**

Proclamation – Lions Club Candy Days

**Staff Contact:**

Anne O’Kelley, Executive Assistant

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**Background:**

Mayor Shepley has been requested to proclaim October 7, 2011 and October 8, 2011 as Lions Club Candy Days. Representatives of the Crystal Lake Lions Club will be present to accept the proclamation.



**Agenda Item No. 9a**

**City Council  
Agenda Supplement**

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**Meeting Date:** September 20, 2011

**Item:** Community Service Award Presentation

**Staff Contact:** Anne O'Kelley, Executive Assistant

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**Background:**

The City will be presenting a Community Service Award to Crystal Lake resident Larie McKeever in appreciation for her tireless efforts to help ensure our community is a beautiful place to live and play. Ms. McKeever walks the Golf Course/Village Roads area every day, rain or shine, picking up trash.



**Agenda Item No: 11a**

**City Council  
Agenda Supplement**

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**Meeting Date:** September 20, 2011

**Item:** Raue Center for the Arts Short Term Valet Parking Permit

**Recommendation:** Motion to adopt a resolution approving the Short Term Valet Parking Permit for the Raue Center for the Arts' Stargazers Ball on September 23, 2011, pursuant to the conditions listed below, and waiving the application fee.

**Staff Contact:** George Koczvara, Deputy City Manager

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**Background:**

The City Code provides for a process for approval of short term valet parking permits. Each request for valet parking is subject to City Council approval. Attached please find a request for the Raue Center for the Arts to allow for valet parking during their 2011 Stargazers Ball taking place at 26 N. Williams Street on September 23, 2011. The applicant is also requesting a waiver from the \$20.00 valet parking permit fee.

Valet parking areas can create parking relief for on street parking. In order to mitigate any potential issues, the conditions listed below require the petitioner to work with the public safety departments to ensure that traffic and safety issues are addressed throughout the short term valet parking permit period.

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

1. The Short Term Valet Parking Permit shall be valid on Friday, September 23, 2011 from 6:00 p.m. to 12:00 p.m.
2. The permit shall be in accordance with the City Code provisions and restrictions for valet parking. Traffic shall not be impeded by the activities of this permit.
3. The applicant will work with the public safety departments to ensure that traffic and safety issues are addressed throughout the permit period. The chiefs of the public safety departments, or their designees, may make modifications to this request, including suspending stopping, standing and parking restrictions, as needed, to ensure that traffic and safety issues are addressed.
4. Any additional requests for signage, beyond those required for the short term valet parking permit, shall be made through the Building Division.

The applicant has been made aware of these recommended conditions and advised to attend the September 20, 2011, City Council meeting to answer any questions.

**Votes Required to Pass:**

Simple majority



**DRAFT**

**RESOLUTION**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE** that a Short Term Valet Parking Permit for the Raue Center for the Arts' Stargazers Ball on September 23, 2011, pursuant to the approval conditions, is hereby approved.

**BE IT FURTHER RESOLVED** that the application fee for Short Term Valet Parking Permit is hereby waived.

**BE IT FURTHER RESOLVED** that the chiefs of the public safety departments, or their designees, may make modifications to the Short Term Valet Parking Permit request, including suspending stopping, standing and parking restrictions, as needed, to ensure that traffic and safety issues are addressed.

DATED at Crystal Lake, Illinois, this 20<sup>th</sup> day of September, 2011.

APPROVED:

\_\_\_\_\_  
Aaron T. Shepley, Mayor

ATTEST:

\_\_\_\_\_  
Nick Kachiroubas, City Clerk

PASSED: September 20, 2011

APPROVED: September 20, 2011





**Agenda Item No: 12**

## **City Council Agenda Supplement**

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**Meeting Date:** September 20, 2011

**Item:** Cub Scout Pack 168 Request for Special Event

**Staff Recommendation:** Motion to approve Cub Scout Pack 168 request to overnight camp at the Three Oaks Recreation Area from 3:00 p.m. on Saturday, October 8, 2011 through 11:00 a.m. on Sunday, October 9, 2011.

**Staff Contact:** Eric T. Helm, Deputy City Manager

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### **Background:**

The City has received a request from Cub Scout Pack 168 for the use of the Three Oaks Recreation Area picnic grove and pavilion for overnight camping from 3:00 p.m. on Saturday, October 8, 2011 through 11:00 a.m. on Sunday, October 9, 2011. Approximately thirty-five individuals would camp in the picnic grove, including 17 scouts, 4 leaders, and one dozen parents. Chapter 238 of the City Code allows camping only when approved by the Mayor and City Council.

#### **238-1 General Rules and Admission**

##### **A. Three Oaks Recreation Area General Rules**

8. Camping and open fires within the recreational area are prohibited except as authorized by the Mayor and City Council.

In addition, the petitioner is requesting the exclusive use of the pavilion and picnic grove during this time. The petitioner will clean up the site and dispose of trash from the activities. Since the petitioner is requesting the overnight use of the facility, City Staff recommends that a City Security Staff member monitor the facility during the time when no other Three Oaks staff is present. The additional Security Staff time would be 4.5 hours from 2:00 AM – 6:30 AM.

Attached, for your information, is a copy of the request letter. The petitioner has agreed to pay the refundable damage security deposit of \$550. The petitioner is requesting a waiver of the following fees:

Special Event Application Fee:	\$50
Pavilion Rental Fee:	\$50
Additional Site Security Staff:	\$54 (4.5 hours x \$12 per hour)
Total:	\$154

For reference, the City has not waived these fees for previous special events, including the camping and special event organized by the Illinois League of Bicyclists earlier this summer. The only fee waived by the City Council in the past has been the "Out of City" special event fee of \$150 for the American Heart Association walk on September 17, 2011. This fee is not applicable for this event.

**Votes Required to Pass:**

Simple majority vote of the City Council.



**Agenda Item No: 13**

**City Council  
Agenda Supplement**

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**Meeting Date:** September 20, 2011

**Item:** City Code Amendment to Increase the Number of Class "13" Liquor Licenses— Applicant: Joseph's Marketplace, 29 Crystal Lake Plaza

**Staff Recommendation:** Motion to adopt an ordinance increasing the number of Class "13" Liquor Licenses from the current permitted 16 licenses to 17 licenses.

**Staff Contact:** George Koczvara, Deputy City Manager

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**Background:**

The City has received a request from Joseph's Marketplace, located at 29 Crystal Lake Plaza, for the Council to consider the adoption of an ordinance providing for an amendment to the liquor license restriction provisions of the City Code, increasing the number of Class "13" liquor licenses from the current 16 licenses to 17 licenses.

Section 329-5-M of the City Code permits the issuance of a Class "13" liquor license, which authorizes the sale of alcoholic liquors on the premises specified in the license in packages only but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday and 7:00 a.m. Saturday and 2:00 a.m. Sunday and 7:00 a.m. Sunday and 2:00 a.m. Monday.

Other current Class "13" liquor license holders include Terra Cotta 7-Eleven, Cardinal Wine & Liquors, Citgo Convenience Store, Convenient Food Mart, Cost Plus World Market, Crystal Lake Food & Liquor, CVS Pharmacy, Dominick's Finer Foods, General Store, Oak Street Food & Liquor, Open Pantry/Shell, Osco Drug, Sam's Club, Target, Teddy's Liquors, and Wal-Mart.

**Votes Required to Pass:**

Simple majority



**Agenda Item No: 14**

**City Council  
Agenda Supplement**

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**Meeting Date:** September 20, 2011

**Item:** City Code Amendment to Increase the Number of Class "15" Liquor Licenses– Applicant: Crystal Lake Gas Depot, BP McDonald's, 7615 Route 176

**Staff Recommendation:** Motion to adopt an ordinance increasing the number of Class "15" Liquor Licenses from the current permitted 16 licenses to 17 licenses.

**Staff Contact:** George Koczvara, Deputy City Manager

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**Background:**

The City has received a request from Crystal Lake Gas Depot, 471 W. Virginia Street, for the Council to consider the adoption of an ordinance providing for an amendment to the liquor license restriction provisions of the City Code, increasing the number of Class "15" liquor licenses from the current 6 licenses to 7 licenses. During the initial conversation with the applicant concerning the City's liquor license application process, and again when the applicant submitted her paperwork requesting issuance of a liquor license for Crystal Lake Gas Depot, staff explained to the applicant that –

- Historically, the City Council has denied requests by gas stations for the issuance of a liquor license unless the gas station was being annexed into the City of Crystal Lake and at the time of annexation held a liquor license issued by McHenry County;
- If the City Council denied the liquor license request, the application fee of \$300.00 and fingerprint/background check fee of \$50.00 would be nonrefundable.

Section 329-5-O of the City Code permits the issuance of a Class "15" liquor license, which authorizes the retail sale of beer and wine in packages only but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday and 7:00 a.m. Saturday and 2:00 a.m. Sunday and 7:00 a.m. Sunday and 2:00 a.m. Monday.

There are currently three gas stations in the City of Crystal Lake that are licensed to sell alcohol. They are as follows:

- Citgo Convenience Store, 7615 S. Rt. 176 (Class 13 – Sale of alcoholic liquor in packages only). Citgo Convenience Store was annexed into the City in June 2011 and held a McHenry County liquor license at the time of annexation.

- Crystal Lake Marathon, 4410 Northwest Highway (Class 15 – Sale of beer and wine in packages only). Crystal Lake Marathon was annexed into the City on 4-7-87 as “Car Care Center” and held a McHenry County liquor license at the time of annexation.
- Open Pantry Shell, 4811 Northwest Highway (Class 13 – Sale of alcoholic liquor in packages only). Open Pantry Shell was annexed on 3-16-99 and held a McHenry County liquor license at the time of annexation.

**Votes Required to Pass:**

Simple majority



**Agenda Item No: 15**

**City Council  
Agenda Supplement**

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**Meeting Date:**

September 20, 2011

**Item:**

Unified Development Ordinance Sign Variation Request for an additional freestanding sign at 5186 Northwest Highway (Exceed Flooring)

**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 D. Morimoto, Director of Engineering and Building  
Rick Paulson, Building Commissioner

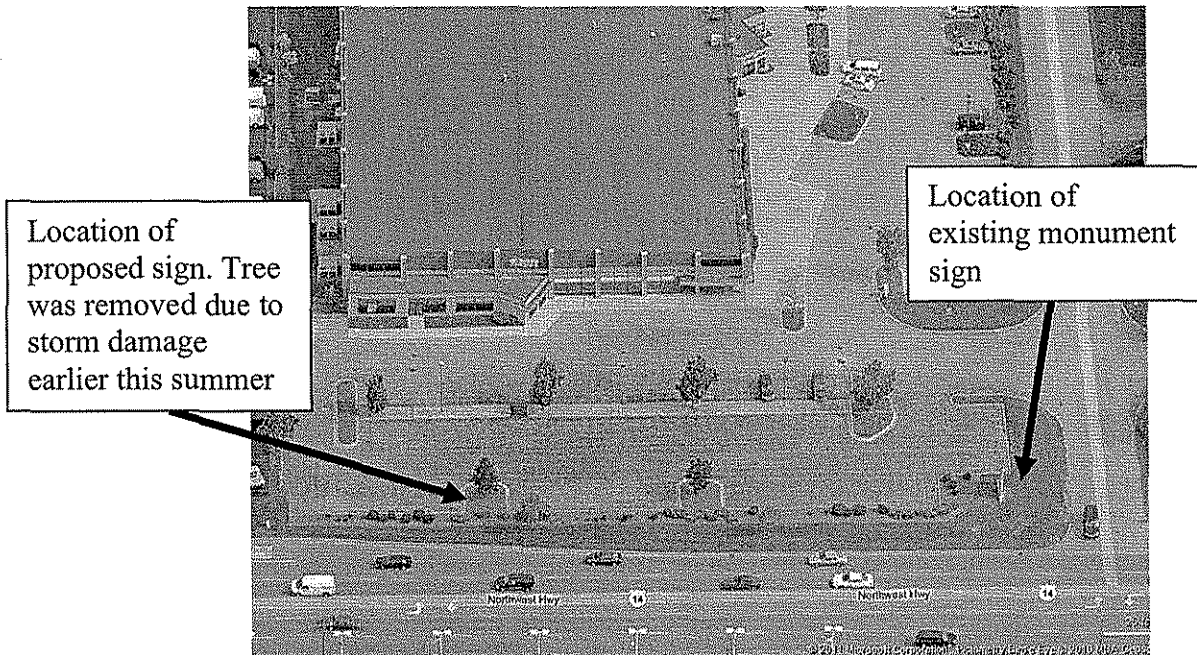
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**Background:**

Exceed Flooring at 5186 Northwest Highway is requesting to install a second freestanding sign. The proposed sign is 59 square feet and 8 feet 1 inch in height. Exceed Flooring is requesting a variation in order to permanently display a sign to advertise their granite product line.

In the past, Exceed Flooring has been issued Temporary Use Permits to display a flatbed truck with a granite slab and banner. This request for a permanent sign will replace the flatbed truck display.

The Unified Development Ordinance allows one freestanding sign per property. The existing freestanding sign is located in the eastern corner of the property and is a multi tenant sign. The proposed sign meets all other criteria in the Unified Development Ordinance. It also meets the requirements in the Unified Development Ordinance in regards to required landscaping and external lighting.



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?
Number of signs	1 freestanding sign per property	2 freestanding signs	No
Size	80 square feet	59 square feet	Yes
Height	9 feet	8 foot 1 inch	Yes
Base	Minimum of 80% of the sign width	113% of the sign width	Yes
Location	Minimum of 10 feet from the property line	10 feet from the property line	Yes

Attached is a sign variation application and permit application from Exceed Flooring, a sign plan, artwork for the vinyl wrap, and elevation of the building showing the location of the wall signs.

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

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

Haig Haleblan from Exceed Flooring has made this request 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: 16**

**City Council  
Agenda Supplement**

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**Meeting Date:**

September 20, 2011

**Item:**

Consultant Selection Approval for the Illinois Route 176 at Briarwood Road Intersection Improvement Phase III Construction Engineering

**Staff Recommendation:**

Motion to award the proposal for the Illinois Route 176 at Briarwood Road Intersection Improvement for Phase III Construction Engineering to the most qualified, responsible, and responsive proposer, TranSystems Corporation, and adopt a resolution authorizing the City Manager to execute an agreement with TranSystems Corporation in the amount of \$217,123.81 and approve changes in scope by 10 percent of the original price.

**Staff Contact:**

Erik D. Morimoto, Director of Engineering and Building

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**Background:**

The improvement to Illinois Route 176 at Briarwood Road includes the installation of a new traffic signal at the intersection, addition of dedicated left-turn lanes for each approach, and improved drainage. The City also felt that intersection lighting is necessary at this location and chose to add it to the project to enhance safety. The improvement will also flatten the curve of the southern approach of the intersection. These improvements will improve visibility for drivers and improve safety at this intersection. The project is scheduled for the Illinois Department of Transportation's (IDOT) September 23, 2011 letting. The contractor may start some minor work later this year, with substantial work beginning in the spring of 2012.

This project is a joint effort between the City, IDOT, and Dorr Township. IDOT has completed the Phase I Preliminary Engineering and the City has completed the Phase II Design Engineering; each at their own cost. IDOT has completed right-of-way appraisal and acquisition. Agreements have been approved by all three entities that define the cost participation for the construction and Phase III Engineering. This project also received \$1.5 million in Federal Surface Transportation funds.

Due to the complexity of the project, including impacts to floodplain, wetland issues, unstable soils, and a portion of the project being located within the Crystal Lake watershed, the Engineering and Building Department recommends the use of a knowledgeable and experienced Phase III Construction Engineer with expertise in both construction and water resources engineering.

In order to complete the project, the City must select a consultant to perform the Phase III construction engineering.

#### *Consultant Selection Process*

Since IDOT is contributing to the Phase III construction engineering, a purely qualifications-based selection process needs to be followed to secure an engineering firm for this project. The City received proposals from 10 firms in response to the request.

Staff from the Engineering and Building Department 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 10 proposals received, the Engineering and Building Department determined TranSystems Corporation (TSC) to be the most qualified and responsible proposer. TSC 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 TSC's proposal demonstrated that the Resident Engineer has the training and experience to handle the project successfully. TSC is currently performing the construction engineering on the City's Virginia Street Corridor Improvement.

The next step was to review TSC's provided cost. A purely qualifications-based selection process prohibits revealing or considering any other proposer's cost. Upon review of TSC's cost, the Engineering and Building Department determined that the proposed cost is competitive relative to the scope of services.

The approximate cost share of the Phase III construction engineering services is as follows:

	<b>City of Crystal Lake</b>	<b>IDOT</b>	<b>Dorr Township</b>
<b>Phase III Engineering Cost</b>	\$64,820.00	\$98,023.00	\$54,281.00

Based on the proposals received and the experience and qualifications noted, it is the recommendation of the Engineering and Building Department to select TSC to perform the Illinois Route 176 at Briarwood Road Intersection Improvement Phase III construction engineering. The costs for this project were included in the Fiscal Year 2011-2012 budget.

**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 TranSystems Corporation for the IL Route 176 and Briarwood Road Intersection Improvement Phase III Engineering for \$217,123.81. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

**DATED** this Twentieth Day of September, 2011.

CITY OF CRYSTAL LAKE, an Illinois  
Municipal Corporation

BY: \_\_\_\_\_  
AARON T. SHEPLEY, MAYOR

SEAL

ATTEST:

\_\_\_\_\_  
NICK KACHIROUBAS, CITY CLERK

PASSED: September 20, 2011  
APPROVED: September 20, 2011

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



## Agenda Item No: 17

### City Council Agenda Supplement

**Meeting Date:**

September 20, 2011

**Item:**

Local Agency Agreement for Federal and State Participation with IDOT for Construction and Phase III Engineering of the Pingree Road Segment 2 Improvement.

**Staff Recommendation:**

Motion to adopt a resolution authorizing the City Manager to execute the Local Agency Agreement for Federal and State Participation with IDOT for Construction and Phase III Engineering of the Pingree Road Segment 2 Improvement.

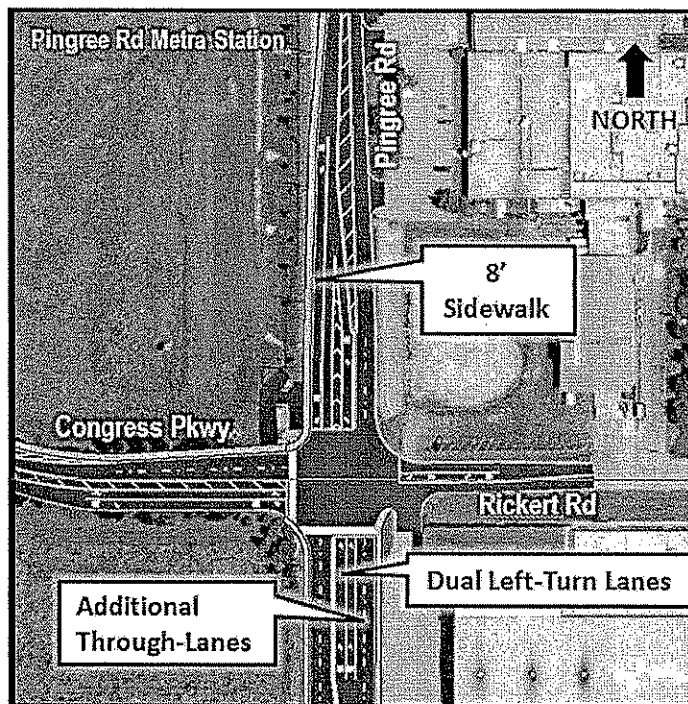
**Staff Contact:**

Erik D. Morimoto, Director of Engineering and Building

**Background:**

The Pingree Road Segment 2 improvement will complete the enhancements in this corridor with the widening of the intersection at Pingree Road and Congress Parkway. The project will match the Pingree Road improvements to the south and consist of work between Cog Circle and the Union Pacific Railroad tracks. Pingree Road will be widened to a five-lane section south of Congress Parkway and will taper to a two-lane section north to the railroad tracks. It also includes a pedestrian crossing improvement across the Union Pacific Railroad at the north end of the project.

This project is being funded by a combination of Federal Surface

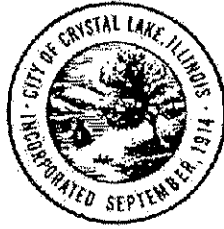


Transportation Program (STP) funds, a contribution from Metra, as defined in the traffic study and PUD approval for the Pingree Road Station, and local City MFT funds. The STP grant will fund the road construction and Phase III Engineering costs up to \$1,500,000. IDOT administers these funds on behalf of the Federal Government. Attached is a Local Agency Agreement for Federal Participation between the City and IDOT that defines how the project will be funded using these Federal grants. The City's share is estimated to be \$22,472 for the Phase III Engineering and \$124,068 for the railroad pedestrian crossing. The construction will be funded through contributions of Metra and other developers.

This agreement is a standard agreement that is used for all projects utilizing federal funds. The City will use Motor Fuel Tax funds for its local share, and a portion of the costs for this project were included in the Fiscal Year 2011-2012 budget.

**Votes Required to Pass:**

A simple majority of the City Council in attendance.



**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 Local Agency Agreement for Federal Participation for the Pingree Road Segment 2 Improvement.

**DATED** this twentieth day of September, 2011.

CITY OF CRYSTAL LAKE, an Illinois  
Municipal Corporation

BY: \_\_\_\_\_  
Aaron T. Shepley, Mayor

SEAL

ATTEST:

\_\_\_\_\_  
Nick Kachiroubas, City Clerk

PASSED: September 20, 2011

APPROVED: September 20, 2011



**Agenda Item No: 18**

**City Council  
Agenda Supplement**

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**Meeting Date:**

September 20, 2011

**Item:**

Appropriation of MFT funds for the City's share of the Pingree Road Segment 2 improvement

**Staff Recommendation:**

Motion to adopt a resolution appropriating \$380,000 in MFT funds for the Pingree Road Segment 2 improvement.

**Staff Contact:**

Erik Morimoto, Director of Engineering and Building

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**Background:**

City staff is requesting that the City Council allocate \$380,000 in Motor Fuel Tax (MFT) funds for the City's share of the Pingree Road Segment 2 improvement. This allocation is for the purchase of right-of-way and the pedestrian crossing engineering and construction by the Union Pacific Railroad. 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





**Agenda Item No: 19**

**City Council  
Agenda Supplement**

**Meeting Date:** September 20, 2011

**Item:** Bio-solids Transportation Bid

**Staff recommendation:** Motion to award the bid for bio-solids transportation from the City's wastewater treatment plants to the lowest responsive and responsible bidder, Dahm Trucking, and adopt a resolution authorizing the City Manager to execute a service agreement with Dahm Trucking in the amount of \$18.00 (Metro) and 19.50 (Laraway) per ton.

**Staff Contact:** Victor Ramirez P.E., Director of Public Works  
AJ Reineking, Assistant to the Director of Public Works

**Background:**

On July 11, 2011, the City of Crystal Lake opened and publicly read aloud the bids received for bio-solids transportation from the City's two wastewater treatment plants. The breakdown of bids received is identified on the following chart.

	<i>Total Service as Recommended (Metro Landfill)</i>	<i>Total Service as Recommended (Laraway Landfill)</i>
√ Dahm Trucking Wonder Lake, IL	\$18.00 per ton	\$19.50 per ton
Stewart Spreading Westchester, IL	\$35.00 per ton	\$37.50 per ton
Synagro Baltimore, MD	No Bid	No Bid

√ Indicates recommended lowest responsive and responsible bidder

Currently, the only location that the City's bio-solids can be transported to is the Metro Recycling and Disposal Facility in Franklin, WI. Once the Laraway Recycling and Disposal Facility in Elwood, IL begins accepting bio-solids, the City will transport its bio-solids to this facility. Although the per ton transport cost is more to Laraway, the City will not be subject to an out-of-state Wisconsin tax that the City is currently required to pay to transport to Metro. Ultimately, transporting to Laraway will be less expensive than transporting to Metro.

**Recommendation:**

Staff has reviewed all bids received and verified necessary references. It is the recommendation of staff that the bio-solids transportation from wastewater treatment facilities be awarded to the lowest responsive and responsible bidder, Dahm Trucking, in the amount of \$18.00 (Metro) and 19.50 (Laraway) per ton.

**Votes Required to Pass:**

Simple majority

RESOLUTION

DRAFT

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a Service Agreement between the CITY OF CRYSTAL LAKE and Dahm Trucking for Bio-Solids Transportation from the City's two Wastewater Treatment Plants.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

CITY OF CRYSTAL LAKE, an Illinois municipal corporation,

By: \_\_\_\_\_  
MAYOR

SEAL

ATTEST

\_\_\_\_\_  
CITY CLERK

PASSED: \_\_\_\_\_

APPROVED: \_\_\_\_\_



## Agenda Item No: 20

# City Council Agenda Supplement

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<b>Meeting Date:</b>	September 20, 2011
<b>Item:</b>	Crystal Lake Flooding Study Update for Area 1B – North Shore Drive Improvement
<b>Staff Recommendation:</b>	Information Only
<b>Staff Contact:</b>	Erik D. Morimoto, Director of Engineering and Building

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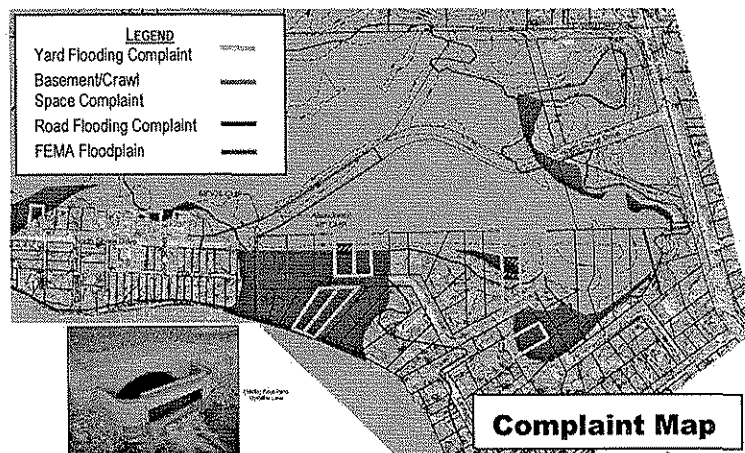
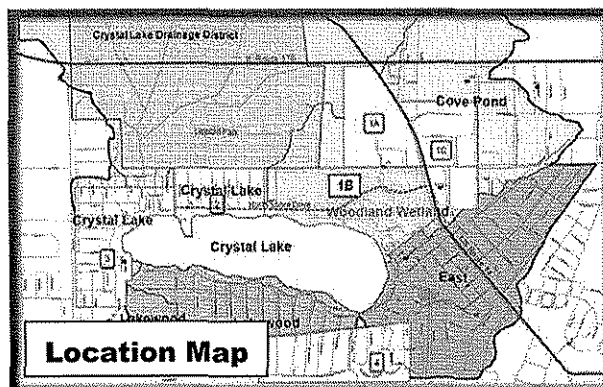
### **Background:**

The Crystal Lake area experienced some of the heaviest rainfall totals in its recorded history in the summer of 2007. Because of this historic rain, several areas in the City flooded. In March of 2009, a study was completed by the City identifying flooding areas of concern and making recommendations on how to reduce the risk of future flooding.

The study divided the flood-prone areas of the City into different study areas. The study area known as Area 1B includes North Shore Drive south of Crystal Lake Avenue and west of Virginia Street, east of Baldwin Avenue and north of the lake.

During the flooding event of 2007, over 120 flooding complaints citywide were reported to the City. Approximately 18 complaints were from residents residing in Area 1B.

The 2009 Flood Study recommended an improvement in Area 1B as the top priority as North Shore Drive is the sole access to over 250 residents north of Crystal Lake. Life and safety issues also exist with water overtopping North Shore Drive, which currently occurs approximately every two to three years. An improvement to Area 1B will also



provide some relief to Areas 1A and 1C, north and east of Area 1B.

### **STUDY HISTORY**

The following is a brief summary of the progress toward implementing a project in Area 1B:

- December 9, 2008 ---- Open House for Residents to Express Flooding Concerns
- March 19, 2009 ----- Flooding Study Completed
- Spring 2009 ----- Area 1B Initial Design and Evaluation
- June 23, 2009 ----- Public Meeting: Presentation of Preferred Option for Area 1B
- Fall 2009/Winter 2010 - Challenges Encountered & Construction Cost Estimate Doubles; Additional Cost Benefit Analysis Performed
- June 8, 2010 ----- Public Meeting: Solicit Additional Public Input
- Summer 2010 ----- Evaluation of 10 Additional Options and Public Feedback
- October 12, 2010 ---- Public Meeting: Follow-up to June 8<sup>th</sup> Meeting
- Winter 2010/2011 ---- Final Design Evaluation of 4 Alternatives
- September 2011 ----- Selection of Recommended Design Approach

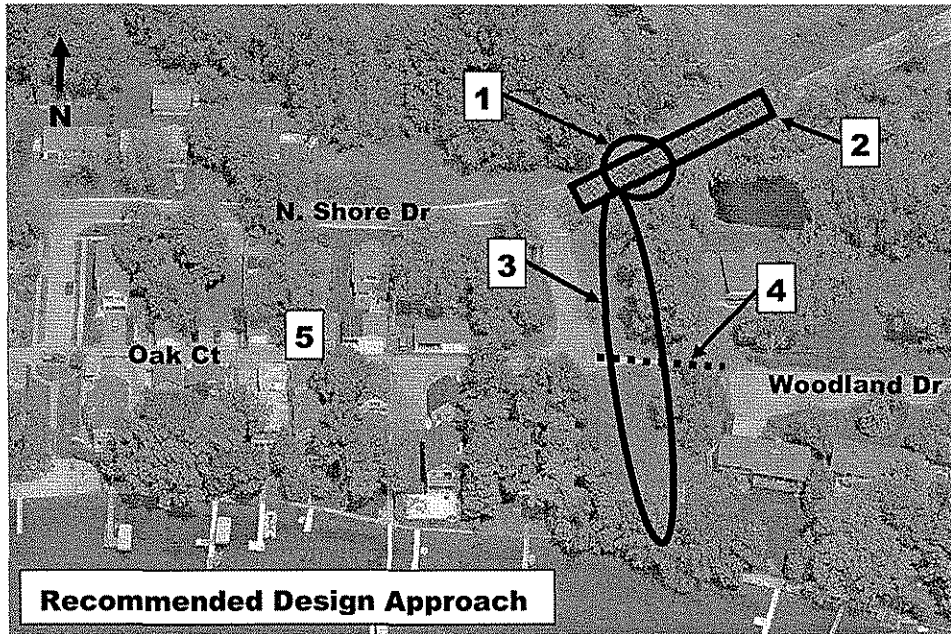
### **PUBLIC INVOLVEMENT**

City staff has and continues to provide an open line of communication with the residents north of the lake. Various public meetings have been held at City Hall as well as letters updating the residents of the City's progress. Staff continues to coordinate with the residents and Homeowners Associations to educate and build support for the improvement.

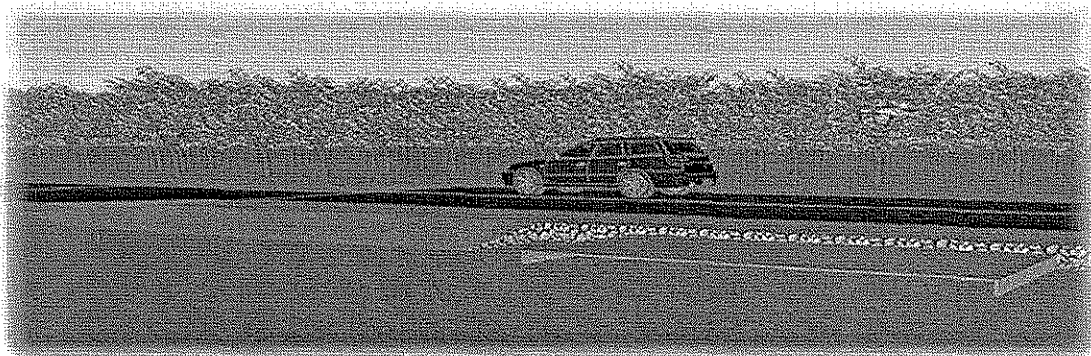
### **RECOMMENDED DESIGN APPROACH**

Staff has conducted an extensive evaluation and coordination to ensure the City builds an achievable, effective, and affordable project in this area. City staff has determined that a final recommended design approach has been reached. The design includes:

1. Adding 3 Shallow Box Culverts: Installation of three shallow box culverts (each approximately 1-foot deep by 6-feet wide) under North Shore Drive near where it currently overtops.
2. Raising North Shore Drive: North Shore Drive would be slightly raised approximately eight inches to one foot, allowing the water to go under the roadway in the new box culverts instead of over the road. The existing water main will also be improved near the new culverts.
3. Expanding Existing Overflow Swale: The existing swale from North Shore Drive to the lake would be expanded in width and lowered to provide conveyance for the water draining under North Shore Drive to the Lake. Native vegetation is proposed to be planted in the swale, which would provide additional water quality benefits while promoting some degree of infiltration.
4. Enhancing Emergency Access Route at Woodland Drive: Three 1-foot deep by 5-foot wide box culverts are proposed to be installed underneath the emergency access route near the west end of Woodland Drive, which also allows for pedestrian use.
5. Improving Drainage West of the Overflow Channel: Additional drainage improvements for the area immediately west of East Street are anticipated. Exact improvement is yet to be determined after more detailed information is compiled.



This improvement would raise the current 2-year level of flood protection for North Shore Drive to a 100-year level of protection upon completion of the project. The estimated cost of construction is approximately \$850,000. It will greatly benefit the residents north of the lake, as the roadway will not overtop at the current frequency, allowing for access to homes for both residents and emergency vehicles during severe storm events. The Woodland Channel would also benefit as the storm water, which currently overflows North Shore Drive, would be redirected away from the Woodland Channel through the new culverts under North Shore Drive.



#### OPTIONAL PROJECT SCOPE ADDITIONS

In addition to the flooding improvement, optional project scope additions have been outlined by Staff. Costs provided for these options are in addition to the flood improvement cost stated above. These possible additions include:

- A. *North Shore Drive Reroute* – The opportunity exists to enhance traffic flow along North Shore Drive by rerouting the intersection of North Shore Drive to the north so it would connect to Crystal Lake Avenue. This would allow for direct access to US 14 at a signalized intersection. There are currently minimal vehicle crashes at the intersection of US 14 and North Shore Drive. Rerouting North Shore Drive would provide no benefit to the existing flooding situation. The estimated cost for the reroute is approximately \$500,000; however, at this time, Staff would need

additional data on soil stability in the new roadway alignment and determine the scale of any wetland mitigation or permitting that would be necessary.

- B. *Bicycle/Pedestrian Accommodations* – Bicycle/pedestrian accommodations could also be included in the project. A need exists to connect the North Shore Drive area residents to the north to the existing path to Lippold Park. There are various ways of accomplishing this need, which can be evaluated by staff. The estimated cost of construction is dependent upon the accommodations provided.

#### **GRANT FUNDING**

Staff was recently informed that the City is expected to receive a grant from the Illinois Department of Commerce and Economic Development for the North Shore Drive improvement in the amount of \$482,000. Staff is currently working to complete all the necessary paperwork, which will begin the approval process for the grant award. It appears this is a non-matching grant with no deadlines.

#### **NEXT STEPS**

This fall, staff will work to select a consultant to prepare the construction plans and permit submittals for this final design approach. Staff anticipates the plans will be finalized this winter with construction late summer of 2012, pending permit approvals.



**Agenda Item No: 24**

**City Council  
Agenda Supplement**

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**Meeting Date:** September 20, 2011

**Item:** Board and Committee Reappointments/Appointments

**Recommendation:** Motion to reappoint/appoint members to the Economic Development Committee, and Civic Center Authority Board as indicated below.

**Staff Contact:** Anne O'Kelley, Executive Assistant

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**Background:**

Economic Development Committee – On September 30, 2011, the terms of Peter Affrunti and Steve Dalzell on the Economic Development Committee will expire. Mr. Affrunti and Mr. Dalzell have both expressed interest in reappointment. In addition, a vacancy on the committee has been created by the resignation of Chamber of Commerce Committee member Therese Feddersen. The Chamber of Commerce has nominated Gary Reece to fill the vacancy created by Ms. Feddersen's resignation. Economic Development Committee appointments and reappointments are made and confirmed by the Mayor and City Council.

Civic Center Authority Board - There are three members of the Civic Center Authority Board whose terms have expired – Susen Berg, Verla Wehde and George Heck. Ms. Berg, Ms. Wehde and Mr. Heck have all expressed interest in reappointment. There are also two vacancies on the Board – one vacancy since 2008 that has never been filled and one vacancy created by the recent passing of William Dwyer. Mayor Shepley has nominated Steve Slack and Joyce Dwyer to fill these two vacancies. Appointments and reappointments to the Civic Center Authority Board are made by Mayor Shepley and confirmed by City Council.

**Votes Required to Pass:**

Simple majority.