



CITY OF CRYSTAL LAKE
AGENDA

CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
December 2, 2014
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – November 18, 2014 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. **Referral of a Proposed Text Amendment to provide a “Vapor Lounge” definition in the Unified Development Ordinance (UDO) to the Planning and Zoning Commission for review and recommendation.**
10. **McHenry County Human Race - Temporary Use Permit Request to allow Vendor/Activity Tents for the race to be held on April 26, 2015 at McHenry County College.**
11. **Four Colonies Property Owner Association – Temporary Use Permit Request to allow a Storage Unit for snow removal equipment at 680 Cress Creek Lane from December 3, 2014 to April 30, 2015.**
12. **Sexton, 6704 Pingree Road – Sign Variations to allow a second Freestanding Sign that is set back less than 10 feet from the front property line.**
13. **Discussion Only – Conceptual Planned Unit Development Review for 5501 Northwest Highway.**
14. **Bid Award for the provision of Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate used in the City’s Water Treatment Plants to comply with drinking water standards and adoption of a Resolution authorizing execution of purchase agreements for Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate.**
15. **Purchase of two Turbo Blowers for Wastewater Treatment Plant #2 Aeration System Improvements, Waiver of bidding requirements for a one-time purchase, and adoption of a Resolution authorizing execution of a Purchase Agreement for the two Turbo Blowers.**

- 16. Resolution authorizing execution of a Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement for the McHenry County College property.**
- 17. Resolution authorizing revision of the approved Traffic Engineering Consultant List per Section 575 of the City Code.**
- 18. Council Inquiries and Requests**
- 19. 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.**
- 20. Reconvene to Regular Session.**
- 21. 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: 9a

**City Council
Agenda Supplement**

Meeting Date:

December 2, 2014

Item:

Text Amendment to provide vapor lounge definition in the Unified Development Ordinance.

Recommendation:

Motion to adopt a Resolution referring the proposed text amendment to the Planning and Zoning Commission for review and recommendation.

Staff Contact:

James Richter II, Planning & Economic Development Manager

Background: The current text of the UDO does not define a vapor lounge or the activity of using an electronic cigarette. If a use is not defined in the UDO then it is prohibited. To update the definitions in keeping with the City Council direction at the last City Council meeting, a text amendment to the UDO is suggested to define and provide for this land use in the commercial districts.

Votes Required to Pass: Simple majority vote.



Agenda Item No: 10

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	December 2, 2014
<u>Item:</u>	McHenry County Human Race Temporary Use Permit request to allow vendor/activity tents.
<u>Recommendation:</u>	Motion to approve the issuance of a Temporary Use Permit for the McHenry County Human Race pursuant to the recommendations below and waiver of the Temporary Use Permit application fee.
<u>Staff Contact:</u>	James Richter II, Planning & Economic Development Manager

Background: The applicant is requesting a Temporary Use Permit for the McHenry County Human Race on Sunday, April 26, 2015. This event will be held at McHenry County College (MCC) and the route for the running/walking event will start on the south side of MCC's building, heading northeast along Tartan Drive to Ridgefield Road, then south to the McHenry County Conservation District (MCCD) bike path, then west to Route 14 and then following the bike path north to the starting line. This is the same course as the one that was used earlier this year for the Patriot Run.

The applicant has been working with MCC, the McHenry County Sheriff's Department, and MCCD. They are anticipating 1,300 racers.

The applicant is working with the City and County to meet all the Code requirements to make this a safe event to be enjoyed by all in attendance.

Since this is a fundraiser for over 60 local charities, the applicant is requesting that the Temporary Use Permit fee (\$40.00) be waived.

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

1. The Temporary Use Permit shall be valid on Sunday, April 26, 2015.
2. No items shall be located on the sidewalks.
3. Signs indicating the road closures are to be posted a minimum of 24 hours prior to the event and in the locations designated by the McHenry County Sheriff's Department. Traffic control and signage may be required throughout the 5K and 1-mile race course. The petitioner shall meet with the City's Police, Engineering and Building, and Public

Works Departments to discuss signage and any additional security and traffic control that may be needed.

4. Alternative barricades provider is to be used for this event due to other events within the City limits on that day.
5. Provide proof of insurance and a hold harmless agreement naming the City of Crystal Lake. Contact Sharon Doruff at (815)-356-3615 for the necessary forms.
6. Runners should be reminded that they are obligated to follow all laws related to pedestrians in the roadway.
7. Streets and bike path are not to be marked with paint or any permanent materials.
8. Please contact the Fire Rescue Department by April 6, 2015 to arrange for ambulance coverage from 7:00 a.m. to 11:00 a.m.
9. Provide verification from MCC and the McHenry County Sheriff's Department regarding street closures, traffic control, and security for the event. Also provide verification from MCCD regarding the use of the bike path.
10. Ensure that the lead and follow vehicles do not block traffic. The lead vehicle and trail car are required to be police squads to ensure the safety of the participants.
11. All trash shall be picked up along the race route, as well as on the MCCD bike path.
12. A temporary sign permit shall be obtained from the Building Division for any signage/banners.
13. No smoking, as well as cooking or open flames, shall be permitted under the canopies/tents.

The applicant has been made aware of these recommended conditions and will be attending the December 2, 2014, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 11

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	December 2, 2014
<u>Item:</u>	Four Colonies Property Owner Association Temporary Use Permit request for a Storage Unit to store snow removal equipment.
<u>Recommendation:</u>	Motion to approve the issuance of a Temporary Use Permit, pursuant to the recommendations listed below.
<u>Staff Contact:</u>	James Richter II, Planning & Economic Development Manager

Background: Four Colonies Property Owner Association is requesting a Temporary Use Permit to allow a Storage Unit to hold snow removal equipment in the parking lot of their club house at 680 Cress Creek Lane from December 3, 2014 until April 30, 2015.

The Unified Development Ordinance (UDO) establishes criteria for Temporary (portable) storage units. If the criteria are met, the storage unit does not require a permit. This request is for longer than the allowable 30 days and is not associated with a building permit.

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

1. The Temporary Use Permit shall be valid from December 3, 2014 until April 30, 2015.
2. The storage unit must be set back a minimum of 5 feet from all property lines and at least six feet from any structure.
3. All exits of the club house and fire connections must be unobstructed.
4. The storage unit must be placed on an approved surface.
5. No hazardous materials shall be stored in the unit.
6. The unit shall be maintained in good condition, free from evidence of deterioration, weathering, discoloration, graffiti, rust, tipping, tearing or other holes or breaks, at all times.

The applicant has been made aware of these recommended conditions and will be attending the December 2, 2014 City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 12

**City Council
Agenda Supplement**

Meeting Date: December 2, 2014

Item: Sexton - Sign Variations at 6704 Pingree Road to allow a second freestanding sign that is set back less than 10 feet from the front property line.

Staff Recommendation: City Council Discretion:
A. Motion to adopt an Ordinance with the recommended conditions for the variations as requested.
B. Motion to deny the variation request.

Staff Contact: James Richter II, Planning and Economic Development Manager

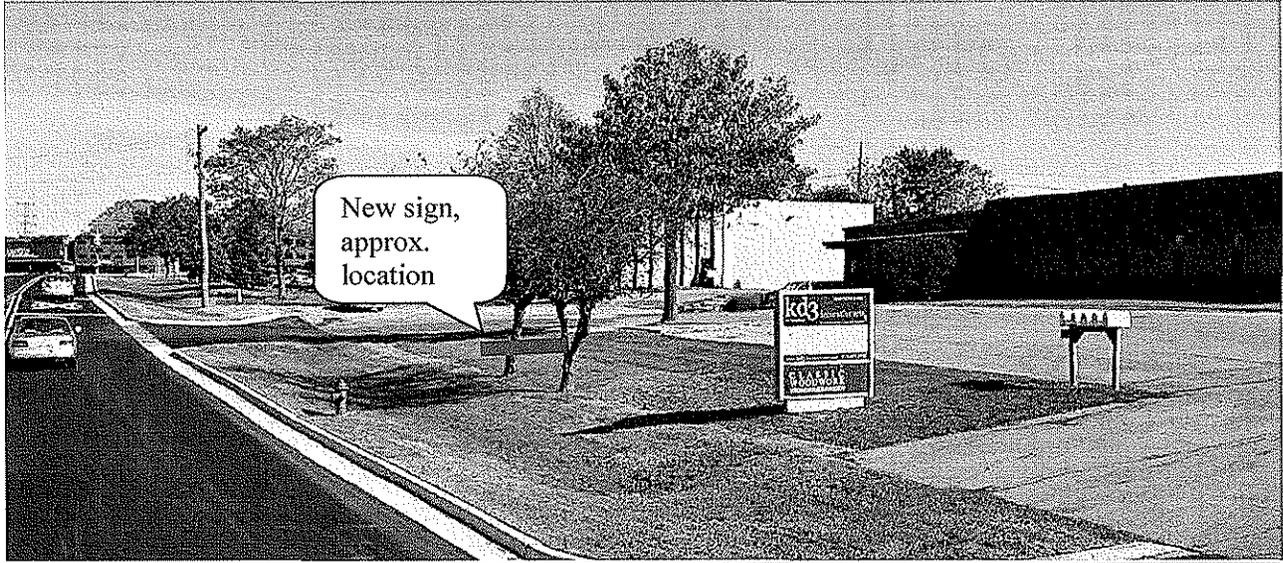
Background:

- **Existing Use:** The property is currently developed as a multi-tenant industrial building.
- **Request:** Due to the multi-tenant sign being fully utilized, the petitioner is requesting approval of a second freestanding sign that would be 15 square feet in area with a two-foot setback from the property line. The sign would be in line with the existing freestanding sign that is also located less than 10 feet from the property line (made non-conforming due to the Pingree Road project). The signs would be separated by approximately 30 feet. The minimum setback requirements insure sight lines are maintained for vehicles exiting the driveway. The petitioner is requesting the variation to provide continuity on the property.

The proposed freestanding sign meets all other UDO sign criteria; the sign would be 15 square feet in area and 4 feet in height.

The table below illustrates the variations requested. The pictures illustrate the existing sign and its location.

Item	UDO Standard	Proposed Signage	Variation
Quantity	1 per zoning lot	2 freestanding signs on a zoning lot	Yes
Setback	10 ft	In line with current freestanding sign at 2 feet	Yes, 8ft



Review Criteria:

The City Council can grant a variation from the requirements of the Ordinance to overcome an exceptional condition which poses practical difficulty or particular hardship in such a way as to prevent the display of a sign as intended by the Ordinance and where the following standards are met:

1. The proposed variation will not serve merely as a convenience, but alleviate some demonstrable and unusual hardship.
2. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood. The proposed variation will not by itself, or with other signs, contribute to the creation of a visual distraction which may lead to personal injury or a substantial reduction in the value of the property.
3. The proposed variation is in harmony with the intent, purpose and objectives of the Ordinance.

Recommended Conditions:

1. Approved plan, to reflect staff comments, as approved by the City Council:
 - A. Application (Maxwell and Kristin Sexton, received 11/18/14)
 - B. Sign Plan (Signarama, received 11/18/14, edited by staff 11/19/14)
2. The sign variation to allow two freestanding signs on one zoning lot is hereby granted.
3. The sign variation to locate the sign at a 2-foot setback is hereby granted.
4. The petitioner shall comply with all of the requirements of the Community Development Department.

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

**AN ORDINANCE GRANTING SIGN VARIATIONS FOR
PAWS ON PINGREE, 6704 PINGREE ROAD SUITE 5**

WHEREAS, pursuant to the terms of the request (File #2014-04-I) before the City of Crystal Lake, the Petitioner has requested Sign Variations to allow a second freestanding sign that is setback less than 10 feet from the front property line.

WHEREAS, a hearing of the request was held before the City of Crystal Lake City Council in the manner and in the form as prescribed by Ordinance and Statute; and

WHEREAS, as a result of said hearing, the City Council made a motion to approve the sign variation as requested; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the sign variation be granted as requested,

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

SECTION I: That sign variations be granted to allow: A. A second freestanding sign on the property; and B. A sign within the 10-foot setback requirement for Paws on Pingree located at 6704 Pingree Road Suite 5 (PIN19-03-301-009), Crystal Lake, Illinois with the following conditions:

1. Approved plan, to reflect staff and advisory board comments, as approved by the City Council:
 - A. Application (Maxwell and Kristin Sexton, received 11/18/14)
 - B. Sign Plan (Signarama, received 11/18/14, edited by staff 11/19/14)
2. The sign variation to allow two freestanding signs on one zoning lot is hereby granted.
3. The sign variation to locate the sign at a 2-foot setback is hereby granted.
4. The petitioner shall comply with all of the requirements of the Community Development Department.

SECTION II: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the granting of Variations in accordance with the provisions of this Ordinance, as provided by law.

SECTION III: That this Ordinance shall be in full force and effect from and after its passage and

approval as provided by law.

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

MAYOR

ATTEST:

CITY CLERK

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



Agenda Item No: 13

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	December 2, 2014
<u>Item:</u>	Conceptual Planned Unit Development review for 5501 Northwest Highway.
<u>Recommendation:</u>	For discussion only.
<u>Contact:</u>	James Richter II, Planning & Economic Development Manager

Background: Quattro Development has a contract with Mike Pauly (property owner), to purchase the subject property with the goal of repurposing the existing 7,800 SF retail building for a mattress store. The subject property is a high-visibility parcel located in the Vulcan Lakes TIF District for which the City Council contemplated a vision for during the review and adoption of the TIF District. Therefore, it is appropriate for the City Council to review and comment on the developer's conceptual plans.

Project Info:

- The property is currently improved with three buildings, on approximately one-acre. The primary structure is a 7,800 square-foot building, previously occupied by LeWalt Glass. There are two metal buildings in the rear of the property, both of which are rentals. The proposed development plans would include either the demolition of those buildings or a donation of this portion of the property to the City.
- This property was annexed in 1998, and rezoned to B-2 PUD upon annexation.
- The petitioner is requesting a Conceptual Planned Unit Development review to build a Mattress Firm retail store in the primary building fronting Route 14.

Vulcan Lakes TIF Redevelopment Plan and Program Vision:

Route 14 Area

The Redevelopment Plan adopted along with the Vulcan Lakes TIF District provides for the City's vision of the subject properties at the time of adoption. The plan indicates that redevelopment activity in the area should focus on the creation of commercial activities that take advantage of proximity to the existing lakes. Such a focus will create a mix of commercial uses unique along the Route 14 corridor, distinct from existing adjacent retailers and create a destination that is unmatched along the corridor. Commercial redevelopment should include the creation of restaurants and entertainment venues that have views of the lake and are oriented towards the lake. A boardwalk running east-to-west the length of the area would allow patrons to more easily visit all the commercial establishments and add to the uniqueness of the area.

Comprehensive Land Use Plan 2020 Vision Summary Review:

The Comprehensive Plan designates the subject property as Commerce, which intends to maintain a dynamic and sustainable base of commercial uses that provides a solid tax base, goods, services, and jobs to the City as well as the surrounding region through coordination of land use vision plans and zoning regulations. The following goals are applicable to this request:

Land Use: Three Oaks Recreation Area and Surrounding Properties

Goal: Maintain Three Oaks Recreation Area as a premier recreation asset and as a focal point for appropriate redevelopment along the Route 14 and Main Street Corridors [also immediately adjacent to Three Oaks].

Possible ways by which this goal can be accomplished would include the following:

	Supporting Actions	Success Indicators
7.3a	Promote redevelopment and tenant occupation of the existing buildings.	Number of new occupancy permits for properties in this area. Redevelopment of the existing buildings.
7.3b	Encourage a variety of uses that can be self-sustaining and that attract people from and to the Three Oaks Recreation Area	Redevelopment of Crystal Court. Number of new occupancies for specialty recreation retailers. Number of new occupancies for restaurant or food places.

Development Analysis:

Zoning/Site Conditions

- The site is currently zoned B-2 PUD General Commercial, Planned Unit Development. This zoning classification is generally consistent with the area.
- The developer has provided three conceptual site plans for the property, two of which illustrate the back 1/3 to 1/2 of the property as a donation to the City.
- The photo below is the view looking south from the back of the subject property.



Site Layout

- The site layout is relatively standard for a freestanding retail use.
- Customer parking is planned for the front of the building, with employee parking in back on two options, and no parking in the back on a third another option.
- Two entrances currently serve this property. There appears to be cross-access to the adjacent property to the east.
- Additional parking lot landscaping would be required to meet the current UDO standards, including three additional end and middle-row landscape islands.
- A future boardwalk along the south side (rear) of the properties has been planned to connect the north entrance to Three Oaks (at Route 14) with Pingree Road. The developer would need to provide the City with easements to construct the boardwalk along the back of this property.

Building Elevations

- The building would be refaced with brick, block and EIFS, with a flat roof that is screened by a cornice.
- Red awnings are proposed above the windows along the front (north) elevation, and wrapping around the east and west sides.
- The rear elevation would be simple, flat, and comprised of face brick.

Parking

- Retail sales-oriented uses require 5 parking spaces per 1,000 SF of gross floor area. At 7,800 square feet, 39 parking spaces are required for the subject property. 31 spaces are proposed in the current plan.

PZC Summary

- Notification was provided to the surrounding property owners within 200 feet and there was no one present in support or objection at the PZC meeting.
- The majority of the Planning & Zoning Commissioners commented that the proposed use would not be preferred on the subject property.
- After further discussion, several of the Commissioners provided design recommendations for improving the building and site designs, including additional architectural features.

The following comments and questions are for discussion and consideration of this project:

1. This property overlooks the Three Oaks Recreation Area. Is this site the highest and best use for this type of development? As the Comprehensive Land Use Plan suggests, would the proposal provide a self-sustaining use that attracts people to and from the Three Oaks Recreation Area?
2. The proposed building and site layout does not give attention to the lake views from the rear of the property – do you think that it should? Several of the developer’s conceptual plans propose a donation of between 1/3 to 1/2 of the property to the City for future use. Would this donation influence your decision on the proposed use?

3. Are the architectural materials and design details acceptable? Is the type of building appropriate for the Route 14 corridor? Would a CMU knee-wall improve the overall appeal of the building, or should the predominant glass front be retained?
4. The proposed awnings are bright red – is this a complementary color to the building? Is this color too bold? Are there other ways to make the building stand out?
5. For this user and future users, would it make sense to add features, uses, etc., that cater to the natural views available at the building?

Votes Required to Pass: For discussion only.



Agenda Item No: 14

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	December 2, 2014
<u>Item:</u>	Bid award for Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate
<u>Staff Recommendation:</u>	Motion to award the bid for the provision of Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate to the lowest responsive and responsible bidder, Viking Chemical, and adopt a resolution authorizing the City Manager to execute a one-year purchase agreement for Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate with Viking Chemical in the submitted bid amounts.
<u>Staff Contact:</u>	Victor Ramirez P.E., Director of Public Works

Background:

On November 5, 2014, the City of Crystal Lake publicly opened and read aloud the bids received for the provision of Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate. These chemicals are used at the City's five water treatment plants to comply with drinking water standards.

All three chemicals were bid together in an effort to achieve the lowest possible price, and to save Water Division personnel time in coordinating multiple deliveries to the five water treatment plants. Viking Chemical submitted the lowest total price for all three chemicals. The following is a breakdown of the bids received:

	Liquid Chlorine (150 lb Cylinder)	Liquid Hydrofluosilicic Acid (Gallon)	Ortho/Poly Blended Phosphate (Gallon)	Estimated Annual Liquid Chlorine	Estimated Annual Combined Phosphate & Hydro-Acid
√ Viking Chemical Rockford, IL	\$45.75	\$3.31	\$4.97	\$22,570.00	\$41,012.54
Alexander Chemical Corp. Downers Grove, IL	\$43.50	No Bid	No Bid	\$21,460.00	N/A
Carus Corp. Peru, IL	No Bid	\$3.83	\$5.30	N/A	\$45,105.65
Hawkins, Inc. Roseville, MN	\$53.25	\$3.94	\$5.55	\$27,010.00	\$46,910.84
Pencco Inc. San Felipe, TX	No Bid	No Bid	No Bid	N/A	N/A
Shannon Chemical Malvern, PA	No Bid	No Bid	\$8.17	N/A	N/A

√ Indicates recommended lowest responsible, responsive bidder

Companies may submit a "No Bid" if they do not bid all three of the commodities requested.

Discussion:

Viking Chemical submitted the lowest combined bid price for the chemicals. Due to the time it takes to have an operator accept the chemical deliveries at each of the five (5) water treatment plants, the Department's intent is to award the bid to a single bidder to allow for a combined delivery of the materials to each of the plants. The staff time that can be applied to other functions in the water plants is far more valuable than the amount of money that would be saved in this instance by using a second vendor to provide liquid chlorine.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The City has had a positive experience working with Viking Chemical for the provision of these commodities in the past. It is staff's recommendation to award the one-year purchase agreements for Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate to Viking Chemical, the lowest responsible and responsive bidder, in the submitted bid amounts.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a one-year purchase agreement for Liquid Chlorine, Liquid Hydrofluosilicic Acid, and Ortho Poly Phosphate with Viking Chemical, in the submitted bid amounts.

DATED this _____ day of _____, 2014.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____

APPROVED: _____



Agenda Item No: 15

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	December 2, 2014
<u>Item:</u>	Purchase Two Turbo Blowers for WWTP#2 Aeration System Improvements
<u>Staff Recommendation:</u>	Motion to waive bidding requirements and make a one-time purchase of two (2) turbo blowers for Wastewater Treatment Plant #2 from APG Neuros in the amount of \$329,000.00.
<u>Staff Contact:</u>	Victor Ramirez, P.E., Director of Public Works

Background:

Wastewater Treatment Plant #2 (WWTP #2) currently has five blowers that are used to produce air which is piped into the aeration tanks. The air is needed at this point in the treatment process to keep the “bugs” that breakdown the solids alive. This project will replace two of the centrifugal blowers with energy efficient turbo blowers.

This project is made possible by grants through the Illinois Department of Commerce and Economic Opportunity (DCEO) and the Illinois Clean Energy Community Foundation (ICECF). The DCEO has tripled their standard incentive for the purchase of turbo blowers from a rate of \$0.12 per kw hour saved to \$0.36 per kw hour saved. The grant will cover the costs of the equipment (\$329,000.00). The City was also awarded a competitive grant for energy efficiency improvements by ICECF which will pay at a rate of \$0.12 per kw hour saved. This grant is expected to cover the cost of the installation and engineering, resulting in a 100% funded improvement project for the City. The actual level of funding will be determined by the electrical savings generated and the bid prices received for equipment installation.

The DCEO grant that makes this purchase possible has a May 15, 2015 deadline, with no opportunity for an extension of that deadline. Since turbo blowers generally have a 20-week lead time across the industry, this makes the installation timeframe very tight. Staff is seeking this funding authorization to ensure that the public may benefit from the full grant funding.

At the November 18, 2014 City Council meeting, Baxter & Woodman was awarded the contract for engineering services for these improvements. Due to the lead time on the equipment, a preliminary design was created, and manufacturers were immediately contacted to determine which could provide the blowers in a timeframe that meets the grant requirements.

A sales representative of ABS Blowers stated that its manufacturing facility is currently undergoing a transition, and that it would not be able to deliver equipment for 40-44 weeks. This lead time exceeds the grant deadline.

APG Neuros stated that it could build a blower to the City's requirements in approximately 16 - 18 weeks. However, to allow sufficient time for installation, the order would have to be received by December 8, 2014.

A third company, HSi, also manufactures turbo blowers. However, Baxter & Woodman has installed a number of these units and many have reported issues or malfunctions after installation. In addition, staff has contacted facilities where these blowers have been installed and did not receive favorable feedback.

Discussion:

Due to the time constraints, APG Neuros has presented the best option to the City to maximize grant funding. The City installed an APG Neuros blower as part of the 2013/2014 turbo blower incentive program and staff has been very pleased with the operation and electricity savings. Baxter & Woodman has determined that the cost the City is receiving for the blower and controls is competitive with what other communities have paid for a similarly sized APG Neuros turbo blower, and the price per unit is actually modestly less expensive than the price quoted for the first turbo blower the City installed. In addition, APG Neuros has offered the City a \$90,000.00 rebate per blower if APG Neuros cannot meet an April 17, 2015 shipping date.

While the blower is being manufactured, Baxter & Woodman will finalize plans and bid specifications for the installation of the unit.

This method of procurement is unusual because the City will be purchasing equipment directly from the manufacturer, rather than through the general contractor. However, given the following, staff believes this path to be in the best interest of the City:

- A. APG Neuros is the only responsive, responsible quoter who can meet the DCEO deadline.
- B. The pricing has been verified by Baxter & Woodman to be competitive with other recent sales of similarly sized units.
- C. APG Neuros is offering a substantial rebate for failure to meet a target delivery date.
- D. The DCEO Grant will pay for 100% of the equipment costs.
- E. If the City loses the grant opportunity, the City and its residents will bear a much greater price for completing the project.
- F. Utilizing APG Neuros blowers will make the systems and controls compatible with the existing turbo blower which will increase operational continuity.
- G. The City utilized the same process to purchase and install the first turbo blower to meet grant deadlines and realized very successful results.

Recommendation:

Staff and the City's consultant, Baxter & Woodman, Inc., have reviewed the options to provide the City with a functional turbo blower while taking advantage of the grant incentives available. Based on the condensed timeframe outlined in the grant, it is the recommendation of staff to waive bidding requirements and authorize the purchase of two (2) turbo blowers from APG Neuros in the amount of \$329,000.00.

The DCEO grant is expected to reimburse 100% of this amount.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that bidding requirements are hereby waived and the City Manager is authorized to make a one-time emergency purchase of two (2) turbo blowers for Wastewater Treatment Plant #2 from APG Neuros in the amount of \$329,000.00.

DATED this _____ day of _____, 2014

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____

APPROVED: _____



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date:

December 2, 2014

Item:

Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement

Staff Recommendation:

Motion to adopt a Resolution authorizing the City Manager to execute a Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement for the McHenry County College property.

Staff Contact:

Abigail Wilgreen, City Engineer

Background:

On November 6, 2007, the City Council adopted the *Crystal Lake Watershed Stormwater Management Design Manual* and the *Crystal Lake Watershed Stormwater Management Program Implementation Plan*. The purpose of both documents is to protect Crystal Lake by regulating the stormwater management practices of properties that develop or redevelop in the watershed.

The *Crystal Lake Watershed Stormwater Management Program Implementation Plan* (Implementation Plan) provides more detail on how the watershed regulations would be executed by the City. The implementation plan gives specific details on what the responsibilities of developers, property owners, and the City are in the watershed.

Per the requirements of the implementation plan, a "Crystal Lake Watershed Stormwater Facilities Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement" (agreement) was created. This agreement is utilized as a template whenever an existing or new development is completed within the watershed. This same agreement was recently utilized for the Fair Oaks and Brilliance Honda projects.

The expansion of the McHenry County College parking lot was substantially completed in the fall of 2014. A copy of the agreement is attached for reference.

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 the Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement for the McHenry County College property.

DATED this second day of December, 2014.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: December 2, 2014

APPROVED: December 2, 2014



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date:

December 2, 2014

Item:

Proposed Revisions to the Approved Traffic Engineering Consultant List

Staff Recommendation:

Motion to adopt a Resolution authorizing the revision of the approved traffic engineering consultant list per Section 575 of the City Code, authorizing the City Manager to execute a contract with Kimley-Horn for traffic engineering consulting services, and assigning the Regina Webster & Associates contract to DLZ Corporation as successor company.

Staff Contact:

Abigail Wilgreen, City Engineer

Background:

On April 6, 2010, the City Council approved the updating of the existing City traffic engineering consultant list. The list was updated through a formal request for qualification (RFQ) process.

On April 16, 2013 the City Council approved a two-year extension of existing contracts on the City approved traffic engineering consultant list until April 30, 2015. The consultants on the approved list authorized by City Council are:

- Alfred Benesch & Company
- CivilTech Engineering
- Patrick Engineering
- Regina Webster & Associates
- TADI
- TranSystems Corporation

After the City Council's approval, the City executed contracts with all six firms. Since that time, two of the firms have undergone changes, and staff is requesting authorization to formalize these changes.

Regina Webster & Associates

Until recently, staff was unaware that Regina Webster & Associates was purchased by DLZ Corporation, a multi-disciplinary firm that includes engineering, architects, surveying, and planning, and construction services. They have offices in seven different upper Midwestern

states. The engineers reviewed as part of the original Regina Webster RFQ are still employed by DLZ, and would continue to work on City projects. Since DLZ is the successor company to Regina Webster, staff is seeking authorization to recognize DLZ as such and assign the contract to DLZ.

TADI has closed its Illinois Offices

Earlier this year, TADI announced that they were closing their Illinois office. This firm still maintains offices in Michigan and Wisconsin. The entire traffic engineering team from TADI that the City reviewed as part of the RFQ process, led by Tim Sjogren, PE, PTOE, has moved to another firm: Kimley-Horn and Associates.

Kimley-Horn is a very well recognized multi-disciplinary firm in the industry with offices in over 20 states. Seeing as staff is very familiar with this team, it is being requested that City Council authorize the City Manager to terminate the contract with TADI and add Kimley-Horn to the list of approved traffic consultants and authorize the City Manager to execute a contract with Kimley-Horn until April 30, 2015.

Votes Required to Pass:

Simple majority

DRAFT



The City of Crystal Lake Illinois

RESOLUTION

WHEREAS, the City of Crystal Lake maintains a list of six approved traffic consultants in accordance with Section 575 of the City Code, and

WHEREAS, the list was last updated and approved by the City Council on April 16, 2013, and

WHEREAS, since the list was updated and approved, DLZ Corporation has purchased Regina Webster & Associates, and

WHEREAS, since the list was updated and approved, TADI has closed its Illinois offices, and

WHEREAS, the team of engineering personnel reviewed as part of the TADI request for proposal is now employed by Kimley-Horn & Associates, Inc.

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

SECTION I: That the updated list of six City-approved traffic consultants consists of:

- Alfred Benesch & Company
- Civiltech Engineering, Inc.
- DLZ Corporation
- Kimley-Horn & Associates, Inc
- Patrick Engineering, Inc.
- TranSystems Corporation

SECTION II: That the contract between the City and Regina Webster & Associates be assigned to DLZ Corporation as successor company.

SECTION III: That the City Manager be authorized to terminate the contract for traffic engineering services with TADI.

SECTION IV: That the City Manager be authorized to execute a contract with Kimley-Horn & Associates Inc. for traffic engineering consulting through April 30, 2015.

DATED this second day of December, 2014.

CITY OF CRYSTAL LAKE, an Illinois
Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: December 2, 2014

APPROVED: December 2, 2014