



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

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

City of Crystal Lake  
100 West Woodstock Street, Crystal Lake, IL  
City Council Chambers  
June 16, 2015  
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes – June 2, 2015 Regular City Council Meeting**
5. **Accounts Payable**
6. **Public Presentation**  
*The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the city staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against city staff or elected officials are not permitted.*
7. **Mayor's Report**
8. **City Council Reports**
9. **Consent Agenda**
  - a. **Willow Creek Special Event at Three Oaks on September 13, 2015 from 12:00 p.m. to 5:00 p.m. with a rain date of September 20, 2015.**
  - b. **Downtown Crystal Lake Main Street Temporary Use Permit request for the Johnny Appleseed Festival and Great Ball Race on September 26, 2015 from 9:00 am. to 4:00 p.m. and request for waiver of the Temporary Use Permit application fee.**
  - c. **Adoption of the June 2015 Prevailing Wage Resolution**
10. **Food & Fun in Depot Park-Downtown Crystal Lake/Main Street, Temporary Use Permit for a Special Promotion on July 24, 2015 from 11:00 a.m. to 8:00 p.m. and waiver of the Temporary Use Permit application fee.**
11. **Gibson-330 E. Crystal Lake Ave., Ordinance granting a variation from Article 3-200 for a new detached garage.**
12. **Zukowski, Rodgers, Flood & McArdle-50 Virginia Street, Ordinance granting the variations for a front yard setback, parking lot setback and landscaping requirements.**
13. **Labemi's-109 N. Main Street, Ordinance granting variations to allow a 6 foot fence on a raised deck.**

14. **8310 Ackman Road-Ordinance authorizing the annexation agreement, ordinance approving the annexation of 5 acres and waiver of the annexation fee.**
15. **CVS Pharmacy-177 Virginia Street, Ordinance granting Rezoning to B-2 for Lot 1, Rezoning to O for Lot 2, Final Plat of Subdivision to create 2 lots, Special Use Permit for Lot 1 & Variations.**
16. **Ordinance authorizing and providing for the issuance of General Obligation Promissory Notes for the purpose of funding of water and wastewater projects.**
17. **Discussion Only-Wyndmuir Subdivision request to reimburse half of the proportional amount the City receives from the Township Road and Bridge Tax.**
18. **Resolution authorizing an agreement for the purchase of two Ford Utility Vehicles from Currie Motors, through the Suburban Purchasing Cooperative.**
19. **Bid award and adoption of a resolution authorizing the execution of a purchase agreement with Buck Brothers, Inc. for the purchase of a John Deere mower.**
20. **Bid award and adoption of a resolution authorizing the execution of a service agreement with Xylem Inc. for the purchase of Factory Authorized Flygt Pumps and Repair Parts.**
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, land acquisition and personnel.**
23. **Library Board Appointments**
23. **Reconvene to Regular Session.**
24. **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**

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**Meeting Date:**

June 16, 2015

**Item:**

Willow Creek Crystal Lake, Lake Baptism

**Council Discretion:**

Motion to approve the Willow Creek Crystal Lake request to hold a special event at the Three Oaks Recreation Area from Noon to 5:00 p.m. on Sunday, September 13, 2015 with a rain date of Sunday, September 20, 2015.

**Staff Contact:**

Brad Mitchell, Assistant to the City Manager

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**Background:**

The City has received a request from Willow Creek for the use of the Three Oaks Recreation Area beach/wading area and pavilion for a lake baptism from Noon to 5:00 p.m. on Sunday, September 13, 2015 with a rain date of Sunday, September 20, 2015. In 2011, 2012, 2013 and 2014, the petitioner successfully complied with the City's requirements and conditions during the lake baptism.

Approximately 600-700 people will participate in this event, including attendees, volunteers and staff. The petitioner is requesting exclusive use of ½ of the sand beach and swim wading area. Per the petitioner's itinerary, the baptism would be staged to ensure that only a portion of the attendees would be in the water at any one time. The petitioner will utilize the park's speaker system, and place crosses on the beach sand. The placement of the crosses would be subject to the conditions in this agenda supplement.

The petitioner is also requesting exclusive use of the pavilion during this time. All other areas of the park would be open to the public. The petitioner's non-resident attendees will not be subject to beach admission fees, since at the time of the event, the swimming season will be over and non-residents will be allowed to access the beach/playground/spray park area for no charge.

Staff has reviewed this request and would offer the following conditions for approval. The Petitioner shall:

- Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements.

- Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.
- Agree that all traffic control activities shall be performed by City staff.
- Inform event attendees that off-site overflow parking is available once the Three Oaks parking lot reaches capacity.
- Unless prior arrangements have been made and the petitioner compensates the City for additional lifeguard staff time, the petitioner cannot use the water for general swimming. Water access shall be limited to the wading area for activities directly related to the baptism.
- Sound system shall not disturb other users of the park.
- All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection. Petitioner shall be responsible for contacting the City for an inspection.
- All egress gates will be unobstructed at all times.
- The petitioner's proposed crosses shall not obstruct lifeguard viewing of patrons in the water.
- Reimburse the City for the following:

Special Event Application Fee	\$50
One detail Police Officer (minimum) to assist with traffic control	\$230 (\$46 per officer, per hour, from Noon – 5:00 PM) (if a second officer is required by the City prior to the event, the petitioner shall compensate the City for this second officer).
Staff Preparation and Restoration Fee	\$120 (4 hours, at \$30 per hour)
Three City Lifeguards	\$145 (5 hours at \$9.72 per hour)
Sound System Fee	\$75
Pavilion Rental Fee	\$100
<b>Total Non-Refundable Fee</b>	<b>\$720</b>
Special Event Refundable Damage Deposit	\$1,000
Pavilion Rental Refundable Damage Deposit	\$200

Attached for your information is a copy of the petitioner's submittals. The City's Police and Fire Rescue Departments have reviewed this request.

**Votes Required to Pass:**

Simple majority vote of the City Council



**Agenda Item No: 9b**

**City Council  
Agenda Supplement**

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**Meeting Date:**

June 16, 2015

**Item:**

Downtown Crystal Lake/Main Street Temporary Use Permit for a Special Promotion (Johnny Appleseed Festival and Great Ball Race)

**Recommendation:**

Motion to approve the Temporary Use Permit for Downtown Crystal Lake/Main Street for a Special Promotion (Johnny Appleseed Festival and Great Ball Race), pursuant to the recommendations listed below, and waive the Temporary Use Permit application fee.

**Staff Contact:**

James Richter II, Planning & Economic Development Manager

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**Background:** The applicant has applied for a Temporary Use Permit for a Special Promotion. The applicant is requesting permission for the 23rd annual Johnny Appleseed Festival on Saturday, September 26, 2015, from 9:00 a.m. to 4:00 p.m. City Council approval is required because the applicant is requesting permission to close off Brink Street between Williams and Main Streets from 2:00 p.m. to 3:30 p.m. for the 14<sup>th</sup> annual Great Ball Race and close the Brink Street Market parking lot until 5:00 p.m. (please see the attached site plans).

The Brink Street construction project will be completed in advance of the event.

This year's event would be very similar to previous years' events and would include demonstrations and entertainment, food vendors, crafts, pony rides, a pumpkin train, pumpkin bowling, an apple ride, a giant slide, a petting zoo, and storytelling. Horse-drawn wagon rides would be given, which would circle the block that includes the Brink Street Market. For the Great Ball Race, brightly colored and numbered plastic balls would be rolled down Brink Street from their starting point at Williams Street to their ending point before Main Street. Also, the Farmers' Market, which is held every Saturday in the Depot Park, will be relocated to the parking lot at Brink and Grant Streets for this event only.

The applicant is requesting a waiver from the \$40.00 Temporary Use Permit application fee.

If the request is approved, staff recommends the following conditions:

1. The Temporary Use Permit shall be valid on Saturday, September 26, 2015. The closure of Brink Street from Williams Street to Main Street is permitted from 2:00 p.m. to 3:30 p.m. The closure of the Brink Street Market parking lot is permitted from 9:00 a.m. until 5:00 p.m.
2. The event shall be in accordance with the attached site plan, with the exception of both alleys east of Williams Street and the Marathon gas station driveways must remain clear at all times. Begin temporary closure of Williams Street east of the alley entrances and end the closure WEST of the gas station driveways. Any additional changes to the site plan shall be provided prior to the inspection by the Fire Prevention Bureau.
3. The Farmers' Market at the Grant Street parking lot must keep displays, tables, tents, etc. off the bioswale along Brink Street. Please keep all foot traffic off the bioswale area and ensure that all trash is picked up from the parking lot, as rainwater will cause debris to flow from the pavement surface into the bioswale.
4. All electrical shall comply with the 2005 National Electric Code and is subject to an inspection prior to starting the event.
5. A standard Hold Harmless agreement between Downtown Crystal Lake/Main Street and the City, including insurance coverage covering these events, is required.
6. The applicant shall contact the Crystal Lake Police Department to coordinate parking and traffic procedures.
7. Any additional permits or requests for signage shall be made through the Building Division. Signs shall not obstruct the view of traffic or be attached to utility poles.
8. No liquor shall be served at the event.
9. The applicant is responsible for obtaining all necessary McHenry County Health Department permits.
10. All outside vendors must be approved by Downtown Crystal Lake Main Street at least 7 days prior to the event (September 18, 2015).
11. The applicant shall provide adequate trash receptacles, which need to be emptied on a regular basis throughout the event, and following post-event cleanup. Downtown amenities and landscaping shall be properly maintained and/or restored to their original condition, as necessary. Waste materials in/under and within 30 feet of all tents/canopies need to be stored in approved containers. (Garbage cans shall be provided for waste.)
12. The event organizer shall schedule a meeting with the Fire Prevention Bureau at least one week prior to the event by calling 815-356-3640 regarding cooking and other requirements for tents and canopies. Canopies/tents shall be adequately anchored using sand, water, concrete, or guide lines. No drilling stakes into the concrete or asphalt. Cooking tents/canopies shall be of a flame-resistant material, or treated as such. No smoking is allowed in or under any tents/canopies. A portable fire extinguisher(s) shall be present under tents/canopies.
13. Provide approved access for emergency vehicles to gain entry to the event as well as maintain access to the existing structures. This shall include a minimum 20-foot access in the parking areas serving the alley to the rear of Williams Street and the Brink Street lot near the Raue Center. Access to both alleys east of Williams Street and the Marathon gas station driveways must remain clear at all times. Any barricades used shall be easily moveable for emergency access.
14. If the sidewalks cannot accommodate the pedestrian traffic sufficiently and people are using the streets, consideration to close the roadway to traffic should be made. The decision to close the roadway would be made by the on-duty police patrol supervisor and the event organizers.
15. Pre-event advertisements and event-day signage should direct motorists to the commuter lots for parking.
16. The petitioner shall erect approved barricades and advance-warning signs for the temporary

closure of Brink Street during the hours of 2:00 and 3:30 p.m. only. These signs and barricades shall only be in place during the approved time for the road closure.

17. Restrict parking in the three (3) Brink Street Z-lots until after 3:30 p.m. or provide temporary signs at these spaces noting that vehicles cannot be moved out of this area between the hours of 2:00 p.m. and 3:30 p.m.

18. Temporary pedestrian crossing warning signs at the intersection of Brink Street and Grant Street shall be provided. Contact the Public Works Department for these signs.

19. Any vendors must be located off all roadways and parking areas that are not approved for closure.

The applicant has been made aware of these recommended conditions and advised to attend the June 16, 2015 City Council meeting to answer any questions.

**Votes Required to Pass:** A simple majority vote.



**Agenda Item No: 9c**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 16, 2015

**Item:** Prevailing Wage Resolution

**Staff Recommendation:** Motion to adopt the June 2015 Prevailing Wage Resolution.

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

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**Background:**

Each year during the month of June, the City must obtain a copy of the prevailing wages from the Illinois Department of Labor and adopt a resolution requiring that the prevailing rates be paid. Attached is a copy of the Resolution and the McHenry County Prevailing Wages for June 2015.

**Votes Required to Pass:**

Simple majority vote of the City Council.





**DRAFT**

**The City of Crystal Lake Illinois**

**A RESOLUTION ASCERTAINING THE PREVAILING RATE OF WAGES FOR  
LABORERS, MECHANICS, AND OTHER WORKERS ENGAGED IN THE  
CONSTRUCTION OF PUBLIC WORKS UNDER THE JURISDICTION OF THE  
CITY OF CRYSTAL LAKE.**

WHEREAS, the State of Illinois has enacted "An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works." Approved June 26, 1941, codified as amended, 820 ILCS 130/1. (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq.; and

WHEREAS, the aforesaid ACT requires that the CITY OF CRYSTAL LAKE, McHenry County, investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of McHenry County employed in performing the construction of public works for said CITY OF CRYSTAL LAKE.

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

SECTION 1: To the extent and as required by "An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of the CITY OF CRYSTAL LAKE is hereby ascertained to be the same as the prevailing rate of wages for construction work in the McHenry County area as determined by the Department of Labor of the State of Illinois as of June 2015, a copy of that determination being attached hereto and incorporated herein by reference. As required by said ACT, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the CITY OF CRYSTAL LAKE. The definition of any terms appearing in this Resolution which are also used in the aforesaid ACT shall be the same as in said ACT.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the CITY OF CRYSTAL LAKE to the extent required by the aforesaid ACT.

SECTION 3: The CITY OF CRYSTAL LAKE City Clerk shall publicly post or keep available for inspection by any interested party in the main office of the CITY OF CRYSTAL LAKE this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The CITY OF CRYSTAL LAKE City Clerk shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The CITY OF CRYSTAL LAKE City Clerk shall promptly file a certified copy of this Resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The CITY OF CRYSTAL LAKE City Clerk shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PASSED this 16th day of June 2015.

APPROVED:

\_\_\_\_\_  
MAYOR

(SEAL)

ATTEST:

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

PASSED:

APPROVED:



## Agenda Item No: 10

### City Council Agenda Supplement

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**Meeting Date:**

June 16, 2015

**Item:**

Downtown Crystal Lake/Main Street Temporary Use Permit request for a Special Promotion (Food & Fun in Depot Park)

**Recommendation:**

Motion to approve the Temporary Use Permit for Downtown Crystal Lake/Main Street for a Special Promotion (Food & Fun in Depot Park), pursuant to the recommendations listed below, and a waiver of the Temporary Use Permit application fee.

**Staff Contact:**

James Richter II, Planning and Economic Development Manager

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**Background:** The applicant has applied for a Temporary Use Permit for a Special Promotion to allow the Food & Fun in Depot Park event to be held in the Gazebo and Depot Park. This is the first year for this event. The lunch and dinner event will be held on Friday, July 24, 2015 from 11:00 a.m. to 8:00 p.m.

The Downtown Crystal Lake/Main Street organization is requesting to use the gazebo for live entertainment and activities/games for the kids. This event is intended to give the shoppers a break during the Sidewalk Sales. There will be two to four food booths available.

The applicant is also requesting a waiver of the \$40.00 Temporary Use Permit application fee.

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

1. The Temporary Use Permit is valid on Friday, July 24, 2015 from 11:00 a.m. to 8:00 p.m.
2. Purveyors shall be responsible for site clean-up, with all garbage removed at the end of the event.
3. Adequate trash receptacles shall be supplied.
4. Signs shall be outside of the roadway right-of-way, and shall not obstruct the view of traffic or be attached to utility poles.
5. Pedestrian ways or fire lanes shall not be obstructed.
6. A certificate of insurance shall be obtained from every vendor or organization participating in the Lunch-Dinner in the Park events.
7. Any other permits or requests for signs should be made through the Building Division.
8. Vendors shall be responsible to obtain all necessary permits from the McHenry County

Health Department.

9. Tents/Canopies

- A. No smoking is permitted in or under any tents or canopies.
  - B. A 12-foot separation from other tents, canopies, and parked cars is required.
  - C. The tents shall be properly anchored.
  - D. No open flame, fire or heat, or any flammable or combustible liquids, gas, charcoal, or other cooking devices are permitted inside of or within 20 feet of any tent or canopy.
  - E. A portable fire extinguisher shall be present.
10. The vendors' tents will be subject to inspection by the Fire Rescue Department and Building Division.
11. Electrical connections and equipment shall comply with the requirements of the 2005 National Electrical Code.
12. Provide 20-foot-wide access area for emergency vehicles to gain access to the gazebo area, Fire Rescue Department connection, and the event site.
13. The event organizer shall schedule a meeting with the Fire Prevention Bureau at least one week prior to the first event to review the details of the events.

The applicant has been made aware of these recommended conditions and advised to attend the June 16, 2015, City Council meeting to answer any questions.

**Votes Required to Pass:** A simple majority vote.



**Agenda Item No: 11**

**City Council  
Agenda Supplement**

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<b><u>Meeting Date:</u></b>	June 16, 2015
<b><u>Item:</u></b>	REPORT OF THE PLANNING & ZONING COMMISSION  Gibson – 330 E. Crystal Lake Ave
<b><u>Request:</u></b>	Variation from Article 3-200 from the 5-foot minimum side yard setback requirement for accessory structures to allow a 2-foot encroachment into the setback for a new detached garage.
<b><u>Petitioner:</u></b>	Simon Gibson, petitioner
<b><u>PZC Recommendation:</u></b>	To approve the PZC recommendations and adopt an ordinance granting a variation from the required side yard setback for accessory structures at 330 E. Crystal Lake Avenue.
<b><u>Staff Contact:</u></b>	James Richter II, Planning and Economic Development Manager

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**Background:**

- Existing Use: The property is currently improved with a single-family home and a detached garage that is located one foot from the property line. The property utilizes an existing septic system, and the septic tank is located behind the principal structure making it difficult to locate the new garage according to the setback requirements.
- Background: The petitioner would like to remove the existing detached garage and construct a new detached garage 3 feet from the side property line. The existing detached garage is located 1 foot from the property line. The new garage would reduce the encroachment in the side yard setback, but still requires a variation.

**Key Factors:**

- Request: The petitioner is requesting a variation from the minimum side yard setback requirement for accessory structures.
- UDO Standard: The minimum side yard setback for accessory structures is 5 feet.

**PZC Highlights:**

- The PZC agreed that the hardship is the location of the existing septic system.
- The PZC agreed that the Findings of Fact had been met.

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (Gibson, received 05/12/15)
  - B. Site Plan/Survey (received 05/12/15)
2. The architectural style of the new garage shall be complementary to the principal structure. Exterior siding and trim colors shall match the principal structure.
3. The petitioner shall address all of the review comments and requirements of the Community Development Department.

**Votes Required to Pass:**          A simple majority vote.

ORDINANCE NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_

AN ORDINANCE GRANTING A VARIATION  
AT 330 EAST CRYSTAL LAKE AVENUE

**DRAFT**

WHEREAS, pursuant to the terms of the Application (File #2015-30) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from Article 3-200 from the minimum side yard setback requirement to allow a 2-foot encroachment for a detached garage; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Variation be granted as requested in said Application.

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

SECTION I: That a Variation be granted from the Crystal Lake Unified Development Ordinance Article 3-200 from the minimum side yard setback requirement to allow a 2-foot encroachment for a detached garage

at the property at 330 East Crystal Lake Avenue (14-33-378-018), Crystal Lake, Illinois.

SECTION II: That the Variation be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (Gibson, received 05/12/15)
  - B. Site Plan/Survey (received 05/12/15)
2. The architectural style of the new garage shall be complementary to the principal structure. Exterior siding and trim colors shall match the principal structure.
3. The petitioner shall address all of the review comments and requirements of the Community Development Department.

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

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
MAYOR

ATTEST:

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





**Agenda Item No: 12**

**City Council  
Agenda Supplement**

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- Meeting Date:** June 16, 2015
- Item:** REPORT OF THE PLANNING & ZONING COMMISSION  
Zukowski, Rodgers, Flood & McArdle – 50 Virginia Street
- Request:** Zoning variations from:  
A) Article 3-200(B)(1) minimum front yard setback of 40 feet along Route 14 to allow a 23.91-foot front yard setback;  
B) Article 4-400(F) 15-foot perimeter landscape requirements to allow no perimeter landscaping;  
C) Article 4-200(E)(1)(a) 20-foot parking lot setback requirement to allow an 8-foot setback.
- Petitioner:** Zukowski, Rodgers, Flood & McArdle, petitioner
- PZC Recommendation:** To approve the PZC's recommendation and adopt an ordinance granting the Variations from the required front yard setback, landscaping requirements, and parking lot setback for 50 Virginia Street.
- Staff Contact:** James Richter II, Planning and Economic Development Manager
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**Background:**

- Existing Use: The property is currently improved with an office building that meets city standards.
- Background: The Route 14 improvement project in progress extends through the frontage of this property. IDOT's recent taking has caused the property to become nonconforming, and therefore the petitioner is requesting several zoning variations. There are no new improvements proposed on the property.

**Key Factors:**

- Request: IDOT acquired property from the petitioner for the current Route 14 improvement project. The petitioner is requesting variations to allow the existing site layout, which includes a 6.09-foot encroachment into the 30-foot front yard setback, a 12-foot encroachment into the 20-foot parking lot setback and no perimeter landscaping around the parking lot abutting a right-of-way.

- UDO Standards: The minimum front yard setback for O-Office zoning for properties along Route 14 is 40 feet. The minimum off-street parking lot setback is 20 feet and requires a 15-foot landscaping buffer for parking lots that abut right-of-way.

**PZC Highlights:**

- The request made sense to the Planning and Zoning Commission. They felt that this property really was burdened by the right-of-way taking and the petitioner had a true hardship.
- The PZC agreed the Findings of Fact have been met.

The PZC recommended **approval (7-0)** of the petitioner's request for the Variations with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (McArdle, received 04/09/15)
  - B. Plat of Highways (received 04/09/15)
2. The petitioner shall address all of the review comments and requirements of the Community Development, Police and Fire Departments.

**Votes Required to Pass:** A simple majority vote.

AN ORDINANCE GRANTING VARIATIONS  
AT 50 VIRGINIA STREET

**DRAFT**

WHEREAS, pursuant to the terms of a Petition (File #2015-24) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the granting of the Variations from: A. Article 3-200(B)(1) minimum front yard setback of 40 feet along Route 14 to allow a 23.91-foot front yard setback; B. Article 4-400(F) 15-foot perimeter landscape requirements to allow no perimeter landscaping; C. Article 4-200(E)(1)(a) 20-foot parking lot setback requirement to allow an 8-foot setback; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variations be granted as requested in said Petition.

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

Section I: That the Variations be granted from: A. Article 3-200(B)(1) minimum front yard setback of 40 feet along Route 14 to allow a 23.91-foot front yard setback; B. Article 4-400(F) 15-foot perimeter landscape requirements to allow no perimeter landscaping; C. Article 4-200(E)(1)(a) 20-foot parking lot setback requirement to allow an 8-foot setback

at the property commonly known as 50 Virginia Street (14-31-451-043 and -044), City of Crystal Lake, Illinois.

Section II: That the Variations be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

- A. Application (McArdle, received 04/09/15)
- B. Plat of Highways (received 04/09/15)

2. The petitioner shall address all of the review comments and requirements of the Community Development, Police and Fire Departments.

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

Section IV: That this Ordinance shall be in full force and effect from and after its passage,

approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
MAYOR

ATTEST:

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



**Agenda Item No: 13**

**City Council  
Agenda Supplement**

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- Meeting Date:** June 16, 2015
- Item:** REPORT OF THE PLANNING & ZONING COMMISSION  
Labemi's- 109 N. Main Street
- Request:** Variation from Article 4-700(B)(3) the requirement to measure the height of a fence from grade, to allow a 6-foot fence on a raised deck.
- Petitioner:** Chris Yanckowitz, petitioner
- PZC Recommendation:** To approve the PZC recommendations and adopt an ordinance granting the variation from the requirement to measure the height of a fence from grade, to allow a 6-foot fence on a raised deck at Labemi's at 109 N. Main Street.
- Staff Contacts:** James Richter II, Planning and Economic Development Manager
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**Background:**

- **Existing Use:** The property is currently improved with a restaurant and bar. The property currently has a deck behind the property to serve customers who desire outside seating.
- **Background:** The existing deck abuts an alley and looks out to a City-owned parking lot. In 2007, Labemi's was granted a variation from the required 29 parking spaces to allow 3 on-site parking spaces for the addition of the outdoor seating.

**Key Factors:**

- **Request:** The petitioner is requesting a variation to allow a 6-foot fence attached to the raised deck, a variation from the requirement to measure the height of a fence from grade. The actual fence height from grade would measure between 7 feet and 8 feet.
- **UDO Standard:** Fence height is required to be measured from grade.

**PZC Highlights:**

- The PZC expressed concern that the fence was being installed prior to City approval.
- The PZC agreed that the cedar lattice is a sturdy and attractive fencing material.
- The PZC agreed that the Findings of Fact had been met.

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (Yanckowitz, received 05/14/15)
  - B. Site Plan (Yanckowitz, received 05/14/15)
2. The fencing shall be ~~vinyl~~ cedar, low maintenance fencing and shall be maintained at all times. **(Modified by PZC)**
3. The petitioner shall address all of the review comments and requirements of the Community Development, Police and Fire Departments.

**Votes Required to Pass:** A simple majority vote.

ORDINANCE NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_

AN ORDINANCE GRANTING A VARIATION  
AT 109 NORTH MAIN STREET

**DRAFT**

WHEREAS, pursuant to the terms of a Petition (File #2015-31) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the granting of a Variation from Article 4-700(B)(3) the requirement to measure the height of a fence from grade, to allow a 6-foot fence on a raised deck; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variation be granted as requested in said Petition.

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

Section I: That a Variation be granted for Article 4-700(B)(3) the requirement to measure the height of a fence from grade, to allow a 6-foot fence on a raised deck for Labemis at the property commonly known as 109 N. Main Street (14-33-351-004), City of Crystal Lake, Illinois.

Section II: That the Variation be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (Yanckowitz, received 05/14/15)
  - B. Site Plan (Yanckowitz, received 05/14/15)
2. The fencing shall be cedar, low maintenance fencing and shall be maintained at all times.
3. The petitioner shall address all of the review comments and requirements of the Community Development, Police and Fire Departments.

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

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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MAYOR

ATTEST:

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CITY CLERK





**Agenda Item No: 14**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 16, 2015

**Item:** ANNEXATION PUBLIC HEARING  
8310 Ackman Road Annexation

**Petitioner:** Mark Saladin, on behalf Deborah Lessner, Trustee of the Margaret Beasley Trust No. 1

**Recommendation:** Motion to:  
1) Adopt the ordinance authorizing the annexation agreement;  
2) Adopt the annexation ordinance approving the annexation of 5 acres located at 8310 Ackman Road.

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

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**Background:**

**Existing Use:** The property is currently a residential property with ancillary indoor storage for winterized boats, boats and boat trailers and outdoor storage of up to eight vehicles.

**History:** This property is adjacent to City limits. The petitioner approached the city to annex with the intent to preserve their usage of the property as residential with storage for the term of the annexation agreement. This request was not reviewed by the Planning and Zoning Commission because the applicant is not seeking any zoning approvals and is willing to accept Estate Residential zoning (E).

The draft annexation agreement is attached. This document has been reviewed by an attorney and staff and is an acceptable format. The petitioner is requesting the annexation agreement be valid for 20 years, and to waive the annexation fees of \$750/acre.

**Votes Required to Pass:** A super majority vote (5 votes) is required to approve the annexation agreement.

ORDINANCE NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_

**DRAFT**

**AN ORDINANCE ANNEXING CERTAIN TERRITORY TO  
THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS**

WHEREAS, a written Petition, signed by all of the legal owners and all of the electors of record of all land within the territory hereinafter described, has been filed with the City Clerk of the City of Crystal Lake, McHenry County, Illinois, requesting that said territory be annexed to the City of Crystal Lake; and

WHEREAS, the said territory is not within the corporate limits of any municipality but is contiguous to the City of Crystal Lake; and

WHEREAS, said territory is not part of any public library district; and

WHEREAS, legal notices regarding the intention of the City to annex said territory have been sent to all public bodies required to receive such notice by State statute; and

WHEREAS, DEBORAH M LESSNER, AS TRUSTEE OF THE MARGARET BEASLEY TRUST NO. 1, has entered into a valid and binding Annexation Agreement relating to said territory; and

WHEREAS, all Petitions, documents and other necessary legal requirements are in full compliance with the requirements of said Annexation Agreement and with the Statutes of the State of Illinois, specifically 65 ILCS 5/7-1-8; and

WHEREAS, it is in the best interests of the City of Crystal Lake that said territory be annexed thereto.

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

SECTION I: That the following described territory:

Beginning at a point on the center line of Ackman Road, 848.0 feet East of the West line of the East Half of the Southwest Quarter of Section 13, Township 43 North, Range 7 East of the Third Principal Meridian; thence South 545.0 feet; thence North 89 degrees 23 minutes 35 seconds East, 400 feet; thence North 545.0 feet to the center line of said Ackman Road; thence South 89 degrees 23 minutes 35 seconds West along said center line 400.0 feet to the point of beginning, in McHenry County, Illinois.

be and the same is hereby annexed to the City of Crystal Lake, McHenry County, Illinois.

SECTION II: That the City Clerk of the City of Crystal Lake is hereby directed to record in the Office of the Recorder of Deeds of McHenry County, Illinois, being the County in which the aforesaid annexed territory is situated, a certified copy of this Ordinance together with an accurate map of the territory hereby annexed, said map being attached hereto and made a part hereof and labeled Exhibit "I".

SECTION III: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law, and when a certified copy thereof, together with an accurate map is recorded in the Office of the Recorder of Deeds of McHenry County, Illinois, and filed in the Office of the County Clerk of McHenry County, Illinois; and thereupon said territory shall be subject to the jurisdiction of the City of Crystal Lake.

AYES:

NAYS:

ABSENT:

PASSED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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MAYOR

ATTEST:

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CITY CLERK

ORDINANCE NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE EXECUTION  
OF AN ANNEXATION AGREEMENT**

**DRAFT**

WHEREAS, it is in the best interests of the City of Crystal Lake, McHenry County, Illinois, that a certain Annexation Agreement, a copy of which is attached hereto and incorporated herein, be entered into; and

WHEREAS, DEBORAH M LESSNER, AS TRUSTEE OF THE MARGARET BEASLEY TRUST NO. 1, Owner, is ready, willing and able to enter into said Agreement and to perform the obligations as required thereunder; and

WHEREAS, the statutory procedures provided in Division 15.1 of Article 11 of the Illinois Municipal Code, as amended, for the execution of said Annexation Agreement have been fully complied with.

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

SECTION I: That the Mayor be and he is hereby authorized and directed to execute, and the City Clerk is directed to attest, the Annexation Agreement, a copy of which is attached hereto and made a part hereof.

SECTION II: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

AYES:

NAYS:

ABSENT:

PASSED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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MAYOR

ATTEST:

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CITY CLERK



**Agenda Item No: 15**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 16, 2015

**Item:** REPORT OF THE PLANNING & ZONING COMMISSION  
CVS Pharmacy

- Requests:**
1. Rezoning to B-2 for Lot 1 (CVS) and **O for Lot 2.**
  2. Final Plat of Subdivision to create 2 lots.
  3. Special Use Permits for Lot 1 to allow a drive-through and electronic message center sign.
  4. Variations from
    - a. Article 3-200 to allow 75% lot coverage, a variation of 10% over the 65% permitted,
    - b. **Article 4-400 to allow a 5-foot landscape buffer on the CVS site, reduced from the 30-foot required,**
    - c. Article 4-1000 to allow **170 square feet of signage**, 20 square feet over the 150 square feet permitted and 95 square feet on one façade, 20 feet over the 75 square feet permitted,
    - d. Article 4-1000 to allow 2 free-standing signs on the property and allowing the off-premise sign for Lot 2, and
    - e. Article 5 to allow Lot 2, a lot that does not abut a publicly dedicated roadway.

**Bolded items are the new request**

**Petitioner:** Mark Bettenhausen, petitioner  
177 Virginia Street

**PZC Recommendation:** To approve the PZC recommendation and adopt an ordinance granting the Rezoning, Special Use Permits, Final Plat of Subdivision and Variations for the CVS Pharmacy and Lot 2 at 177 Virginia Street.

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

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**Background:**

- This property was the former Mama Rini’s restaurant, the AutoTech Goodyear building and 2 single family residences.
- The request requires Rezoning, Special Use Permits, a Final Plat of Subdivision and Variations for a CVS Pharmacy, which includes a drive-through.
- The request was originally heard by City Council on May 5, 2015. The Council referred back the issue of the zoning for Lot 2 and the now required landscape buffer on the CVS lot to the Planning and Zoning Commission.
- Following the petitioner’s initial presentation to the City Council they have:
  - Reduced the signage to 170 square feet, which is consistent with what was approved for Walgreens.
  - Added landscaping / revised plantings along the drive-through lane.
  - Changed the EMC lighting to white lighting.

**Key Factors:**

- At the suggestion of staff, the applicants revised their architecture to match the Randall Road location. The building has a brick exterior with stone columns, a large entry arch and awnings over the windows. The exterior is all masonry, with a combination of two brick colors and stone for the main entry area columns.
- According to the UDO, new buildings are required to meet at least 6 of the architectural design criteria; this building meets 9 of the 10 criteria.
- Parking for Pharmacy is 4.5 per 1,000 square feet, requiring 60 parking spaces. The project has been designed with 69 parking spaces.
- The CVS is maintaining the existing circulation around the Country Donuts property.
- The CVS has access to Circle Lane (a privately maintained roadway), which is a full access on Route 14. They have a central access drive onto Route 14, which is a right-in / left-in / right-out. There is also access out to Virginia Road, which is a full access that currently exists for the Virginia Park office condominium development.

**PZC Highlights (April 22, 2015):**

- The PZC heard the neighbors concerns regarding the traffic and felt that the proposed use would not significantly increase congestion on the adjacent streets and neighborhoods. Staff also provided the following information regarding traffic:
  - In May of 2012, the Traffic Safety Committee evaluated the traffic along Lincolnshire to determine if a stop sign was warranted at Nottingham. The requirement for a stop sign is that 300 cars per hour be maintained over an 8-hour period. Lincolnshire averages 58 cars per hour with a peak of 168 cars at 4:00 pm on a Friday.
  - The Police Department reviewed the speeding between December 4, 2014 and January 4, 2015. The officers logged 211 minutes of enforcement time during the hours of 4:30pm and 7:00 pm, when traffic counts are their highest. Only two citations were issued.



- Traffic measurement devices were placed at all three legs of the intersection of Lincolnshire and Nottingham. From April 7, 2015 through April 15, 2015, approximately 10,000 vehicles traveled through the intersection. 98.6% of those vehicles were traveling at less than 32 miles per hour.
- The PZC discussed the building's architecture and were impressed that CVS was able to work with staff to get such a nice looking building.
- The commission members would like to see as many large trees as possible remain and they understand that this would be a discussion when Lot 2 comes in for development.
- The PZC suggested that wall signage for CVS be consistent with what was granted for the nearby Walgreens. CVS should have equivalent signage with what Walgreens received. Exhibit A shows this comparison.
- The PZC reviewed the Findings of Fact and found that CVS met the criteria for the Special Use Permit, Drive-through, Variations and Design Standards.

**PZC Highlights (June 3, 2015):**

- The PZC heard comments from Mr. McGrath, on behalf of the adjacent neighborhood, supporting the zoning of Lot 2 to straight O Office. He had one concern about headlights shining from Circle Drive into the residential houses. Staff drove down Circle Drive to the residential properties to see how far headlights would illuminate and there appears to be no impact on the residential properties.



- The PZC believed that this petition meets the Findings of Fact and most were supportive of the request.

The PZC recommended **approval (6-1)** of the petitioner's modified requests with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
  - A. Application (TMC Illinois 2, LLC, received 02/17/15)
  - B. ALTA / ASCM Land Title Survey (Manhard Consulting, dated 10/28/14, received 04/25/14)
  - C. Final Plat of Subdivision (Manhard Consulting, dated 03/27/15, received 03/30/15)
  - D. Site Plan (Manhard Consulting, dated 03/20/15, received 03/30/15)
  - E. Landscape Plan (Manhard Consulting, dated 05/18/15, received 05/20/15)
  - F. Tree Survey (Manhard Consulting, dated 02/12/15)
  - G. Elevations (Norr, dated 3/20/15, received 03/30/15)
  - H. Sign Plans (icon, dated 05/26/15, received 05/26/15)
2. Final Plat of Subdivision
  - A. Provide an easement over the portion of the former Lot 3 to accommodate the existing storm water facilities.
  - B. CVS shall be responsible for the maintenance of Circle Lane unless a separate easement document is prepared establishing shared or another type of maintenance among all adjacent parties.
3. Site and Landscape Plan
  - A. Review fire hydrant spacing, access to the fire department connection and location of the fire equipment room to ensure fire department comments have been addressed.
  - B. Illustrate the 2-foot projection of the columns on the site plan and any floor plans.
  - C. Any tree removal must meet the requirements of Article 4-300.
  - D. The median adjacent to the drive-through shall be increased to provide only a right-out towards Circle Lane. This portion of the median shall be mountable for trucks.
4. Traffic Study
  - A. Petitioner shall follow all the recommendation of the traffic study dated April 17, 2015.
  - B. The petitioner shall work with IDOT and McDOT to secure any permits for work in the right-of-way.
  - C. Any changes to the site plan required by the traffic study, IDOT or McDOT shall be reviewed and approved by the Community Development Department.
5. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments, and those of the City's Stormwater Consultant.

**Votes Required to Pass:**

A simple majority vote.

DRAFT

DRAFT

ORDINANCE NO. \_\_\_\_\_  
FILE NO. \_\_\_\_\_

AN ORDINANCE GRANTING REZONING, FINAL PLAT OF SUBDIVISION,  
A SPECIAL USE PERMIT AND VARIATIONS  
AT 177 VIRGINIA STREET

WHEREAS, pursuant to the terms of a Petition (File #2015-13) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested Rezoning to “B-2” for the Lot 1 and “O” Office for Lot 2 only; Final Plat of Subdivision to create 2 lots; Special Use Permits for Lot 1 to allow a drive-through and electronic message center sign; and Variations from: A. Article 3-200 to allow 75% lot coverage, a variation of 10% over the 65% permitted; B. Article 4-1000 to allow 2 free-standing signs on the property, allowing the off-premise sign, 1 free-standing sign is permitted and allowing 170 square feet of wall signage and 95 square feet on one facade; C. Article 5 to allow Lot 2 a lot that does not abut a publicly dedicated roadway; and D. Article 4-400 to allow a 5-foot landscape buffer between “B-2” zoned property and “O” zoned property, reduced from the 30-foot required for the property located at 177 Virginia Street; and

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

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

Section I: That the Rezoning to “B-2” for the Lot 1 and “O” Office for Lot 2 only; Final Plat of Subdivision to create 2 lots; Special Use Permits for Lot 1 to allow a drive-through and electronic message center sign; and Variations from: A. Article 3-200 to allow 75% lot coverage, a variation of 10% over the 65% permitted; B. Article 4-1000 to allow 2 free-standing signs on the property, allowing the off-premise sign, 1 free-standing sign is permitted and allowing 170 square feet of wall signage and 95 square feet on one facade; C. Article 5 to allow Lot 2 a lot that does not abut a publicly dedicated roadway; and D. Article 4-400 to allow a 5-foot landscape buffer between “B-2” zoned property and “O” zoned property, reduced from the 30-foot required for CVS Pharmacy located at the southwest corner of Route 14 and Virginia Road (19-08-126-002, 003, 004, and 025), Crystal Lake, Illinois;

Section II: Said Final Plat of Subdivision, Special Use Permit, and Variations are issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

A. Application (TMC Illinois 2, LLC, received 02/17/15)

B. ALTA / ASCM Land Title Survey (Manhard Consulting, dated 10/28/14, received 04/25/14)

- C. Final Plat of Subdivision (Manhard Consulting, dated 03/27/15, received 03/30/15)
- D. Site Plan (Manhard Consulting, dated 03/20/15, received 03/30/15)
- E. Landscape Plan (Manhard Consulting, dated 05/18/15, received 05/20/15)
- F. Tree Survey (Manhard Consulting, dated 02/12/15)
- G. Elevations (Norr, dated 3/20/15, received 03/30/15)
- H. Sign Plans (icon, dated 05/26/15, received 05/26/15)

2. Final Plat of Subdivision

- A. Provide an easement over the portion of the former Lot 3 to accommodate the existing storm water facilities.
- B. CVS shall be responsible for the maintenance of Circle Lane unless a separate easement document is prepared establishing shared or another type of maintenance among all adjacent parties.

3. Site and Landscape Plan

- A. Review fire hydrant spacing, access to the fire department connection and location of the fire equipment room to ensure fire department comments have been addressed.
- B. Illustrate the 2-foot projection of the columns on the site plan and any floor plans.
- C. Any tree removal must meet the requirements of Article 4-300.
- D. The median adjacent to the drive-through shall be increased to provide only a right-out towards Circle Lane. This portion of the median shall be mountable for trucks.

4. Traffic Study

- A. Petitioner shall follow all the recommendation of the traffic study dated April 17, 2015.
- B. The petitioner shall work with IDOT and McDOT to secure any permits for work in the right-of-way.
- C. Any changes to the site plan required by the traffic study, IDOT or McDOT shall be reviewed and approved by the Community Development Department.

5. The petitioner shall address all of the review comments and requirements of the Community Development, Fire Rescue, Police, and Public Works Departments, and those of the City's Stormwater Consultant.

6. The free-standing sign for Lot 2 shall not be erected until that lot develops.

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

Section IV: That this Ordinance shall be in full force and effect from and after its passage, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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MAYOR

ATTEST:

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CITY CLERK

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



**Agenda Item No: 16**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 16, 2015

**Item:** An ordinance authorizing and providing for the issuance of \$1,900,000 General Obligation Promissory Notes, Series 2015, of the City of Crystal Lake, McHenry County, Illinois, for the purpose of the funding of water and wastewater projects for the City of Crystal Lake, Illinois and prescribing all the details of said Notes.

**Staff Recommendation:** Motion to adopt an Ordinance authorizing and providing for the issuance of \$1,900,000 General Obligation Promissory Notes, Series 2015, of the City of Crystal Lake, McHenry County, Illinois, for the purpose of the funding of water and wastewater projects for the City of Crystal Lake, Illinois and prescribing all the details of said Notes.

**Staff Contact:** George J. Koczwarra, Director of Finance

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**Background:**

In 2013, in order to ensure that the City continued to provide modern, efficient, and reliable water and sewer utility service, the City Council approved contracts with consultants to provide Sewer and Water Master Plans. The purpose of these plans was to identify significant capital improvements to repair, rehabilitate and enhance the City's water and sewer system. In addition, the City approved a contract with Baxter and Woodman to evaluate the financial impacts of undertaking the proposed capital improvements, review the existing rate structure and make recommendations regarding five-year rate modifications to support capital improvements.

In 2014, the results of the Baxter and Woodman study were accepted as part of the Budget review process. The study provided for a multi-year sewer and water rate increase to continue the activities of the Public Works Department's Water, Underground, and Wastewater Divisions, while incorporating escalating costs of energy and commodities needed for the pumping and treatment of water and sewer. Funds from the proposed increase would also provide for the ability to replace aged water/sewer infrastructure in order to maintain the current service levels our residents receive.

The accepted rate structure will support not only the continued operations of the water, sewer, and wastewater services of the City, but also the infrastructure improvements necessary for maintaining the integrity of the systems. The bulk of the water, sewer and wastewater projects will be funded through the State Revolving Fund (SRF) programs, administered by the Illinois Environmental Protection Agency (IEPA).

### **Promissory Note**

There are three projects planned as part of the 2014 Utility Rate and Connection Fee Study that will not be funded through the IEPA Revolving Loan Programs. The first is the water main replacement as part of the U.S. Route 14 expansion (\$834,528). In the case of this project, the City will be reimbursing the State for the water main replacement portion of the project. IEPA loan rules do not allow for the use of IEPA loan proceeds to reimburse the State.

The second project is the water main replacement for Phase 3 of the Country Club Subdivision project (\$932,473). Of the total \$934,473 project cost, \$112,836 will be reimbursed by the Village of Lakewood for their proportionate share and \$357,711 have been paid from existing proceeds in the previous fiscal year. The net amount that the City will need to finance is \$461,926 for this project. Similar to the U.S. Route 14 widening project, because the City will be receiving Surface Transportation Funding for the road portion of this project, IEPA loan rules do not allow the funding of the water main replacement portion of the project.

The final project is the engineering services for water capacity enhancements (\$575,000). This project will pay for engineering to determine how best to enhance water capacity in the City. Once the engineering is complete, the City will seek an IEPA loan for the construction of the project. The above projects will be financed using a Promissory Note.

Pursuant to Section 8-1-3.1 of the Municipal Code, a municipality may borrow money from any bank or financial institution. The indebtedness is evidenced by a promissory note or similar debt instrument (but not a bond) authorized by an ordinance of the corporate authorities and executed by the mayor of the municipality. The borrowing must be for a lawful corporate purpose and must be repaid within 10 years. The obligation of the municipality to make payments due under the promissory note shall be a lawful direct general obligation of the municipality. The municipality is expected to agree to annually appropriate amounts sufficient to make payments due under the promissory note, but the promissory note will be valid whether or not the municipality includes such appropriation in any annual or supplemental appropriation adopted by the corporate authorities.

Due to the relative size of this financing requirement, a promissory note versus a traditional bond is more advantageous for two reasons. First, the City will not have to pay for third party services such as a rating service, underwriter, an online auction, and bond registrar since the note will be between the City and a local bank. The City will still need to pay for counsel and financial advisory services. Second, the City will solicit proposals for the promissory note from local financial institutions through a competitive process.

On June 15, 2015, the City will take bids for its promissory note issue totaling approximately \$1,900,000. The new Notes will be marketed as General Obligations Promissory Notes and the documents will state the Notes are a lawful direct general obligation of the City payable from the general funds of the City and such other sources of payment as are otherwise lawfully available. The City intends to pay the new Notes utilizing revenue from both water connection fees and water and sewer utility rates.

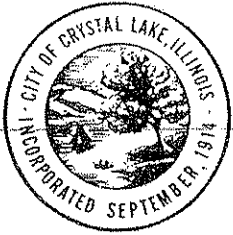
Attached is a copy of the promissory note ordinance prepared by the City's Bond Counsel, Foley & Lardner. The competitive bid process will be held immediately prior to the City Council meeting in an effort to obtain the most competitive interest rates. Immediately prior to the City Council meeting, a newer version of the enclosed ordinance will be distributed to the Councilmembers together with the results of the competitive sale. The options chosen and the ordinance presented on June 16, 2015 will reflect the best interest rate based on the competitive sale and the most favorable financing structure for the City of Crystal Lake. Staff and Bond Counsel request that the City Council vote on the ordinance at the June 16, 2015 Council meeting to complete the authorization for the sale of the bonds.

Laura Bilas of Foley & Lardner LLP, the City's Bond Counsel, and Robert Lewis of PMA Securities, Inc., the City's financial advisor, have reviewed and approved the attached documents.

**Votes Required to Pass:**

A simple majority of the City Council.





**Agenda Item No: 17**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 16, 2015

**DISCUSSION ONLY ITEM:** Discussion of Wyndmuir Subdivision request to reimburse half the proportional amount the City receives from the Township Road and Bridge Tax

**Staff Contact:** Gary Mayerhofer, City Manager  
George Koczwarra, Director of Finance  
Michelle Rentzsch, Director of Community Development

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**Summary**

The City has received a request from the Wyndmuir Homeowners Association (WHA) that the City rebate the WHA half the proportional amount the City receives from the Township Road and Bridge Tax.

Each year, the City receives a portion of the Road and Bridge tax levied by the townships. The City is located in four townships: Nunda, Algonquin, Grafton, and Dorr. Each township levies a Road and Bridge Tax. The townships collect the revenues from this tax except for the portion attributable within the corporate limits since the City is responsible for the roads within its jurisdiction. As an example, the City is responsible for the portion of Terra Cotta Road within the City's corporate limits and Nunda Township is responsible for Terra Cotta Road north of the City limits.

The revenue collected by the City for the Road and Bridge Tax goes into the City's Road and Vehicle License Fund and is used for the annual street resurfacing program. For the 2013 property tax year, the City received \$444,569 in Road and Bridge Tax.

The request from WHA is to reimburse half of the Road and Bridge Tax collected. In order to assess the total potential impact such a request would have to all subdivisions with private roads, the summary below was drafted. The summary includes a listing of all known subdivisions in the City with private roads. Utilizing known boundaries of the listed subdivisions, a copy of each property tax bill within that subdivision was reviewed. The amount listed for each tax bill attributable to the Township Road and Bridge tax line item (except pensions) was recorded. As an example, the properties within the Wyndmuir Subdivision paid a total of \$13,406 in Road and Bridge Tax for the 2013 property tax year. They are requesting that half this amount be rebated to the WHA each year.

Assuming that all subdivisions in the City with private roads requested and received the same type of distribution, the total annual financial impact (at 2013 tax year rates and assessed valuations) would be \$66,161.58, which is half the Road and Bridge Tax revenue received from all of the private road subdivisions.

~~Since this type of reimbursement request would create a significant precedent if approved, staff is soliciting feedback from the City Council as to the direction of this request and, inevitably, other similar requests that would follow. Representatives from WHA will be in attendance at this meeting relative to this request.~~

The request from the WHA is modeled on a program that exists at the township level. Section 6-701.8 of the "Illinois Highway Code" provides that "not more than 50% of allocated Motor Fuel Tax funds may be expended for maintenance and improvement of eligible non-dedicated subdivision roads whose property owners shall provide proportional matching contributions, whether in cash, kind, services or otherwise." The program requested by the WHA would differ from the existing township program in that funds would come from Road and Bridge Tax revenue instead of Motor Fuel Tax revenue.

The information provided herein addresses the following issues:

- Background – Private roads in Crystal Lake
- Wyndmuir Subdivision History
- Discussion

### **Background**

There are a number of reasons why developers request to build subdivisions with private roads. These include greater design flexibility, utilizing narrower widths and alternative street materials to slow traffic and create intimate, quiet residential environments, a way to build at higher densities and as a device to market privacy and exclusive amenities to prospective residents. Wyndmuir Subdivision was designed as a zero-lot line development and the roads did not meet the construction and design standards for public roadways as established by the City at the time of approval. Therefore, the developer chose to designate them as private roadways and, consequently was able to build at a higher density.

There are generally three types of private streets:

**Category 1** - Private streets created decades earlier via much older subdivisions with some private streets created prior to any formal subdivision or regulatory process. These are primarily located in older areas of the community and were developed in the County. Most of these areas do not have Homeowner Associations (HOAs) and there are typically informal agreements in place amongst the homeowners for street maintenance.

**Category 2** - Private access ways that are located in condominiums and apartment projects, and typically provide internal circulation only. Maintenance is the responsibility of the private property owners (through HOAs or other maintenance agreements).

**Category 3** - Private Streets created through the Subdivision or Planned Unit Development process, allowing for creative lot layout, higher densities, preservation of natural resources, etc.

- ❖ City Code states that all lots must abut a public street; therefore, private streets are typically only created when the developer of a Planned Unit Development needs to create a street within the development that does not meet the standards to be considered a public street.
- ❖ Requests for transfer of ownership from these types of private streets typically come because the Homeowners' Association does not wish to continue paying to maintain the street.

It should be noted that following the adoption of the Unified Development Ordinance, all private streets are required to be built to City standards for the appropriate street classification.

An earlier request from the WHA requested that the City take over responsibility of their private roads. At the time, the consensus of the City Council was not to accept ownership of their private roads. If the City accepted Wyndmuir's private roads and outlots, and inevitably other private roads and outlots, the City would then be responsible for:

- Maintenance of the roads
- Snowplowing with snow hauling, as there is no room for snow in the zero-lot line cul-de-sacs
- Maintenance of the storm water system, which is currently private
- Brush pick-up

These services currently are not provided by the City along private roadways and would have a financial impact to the City.

**Subdivision History**

In the case of Wyndmuir Subdivision, the change from townhomes and zero-lot lines to conventional single family development was the developer's choice, in response to market conditions at that time - not the City's requirement. The revised plan could have been designed with public streets that met the City's design requirements and dedicated to the City. The developer chose to design "sub-standard" private roads with the knowledge and understanding that the maintenance would ultimately be the responsibility of the HOA. It should also be noted that if the development had been built-out according to the original plan, there would be a greater number of homes, but also proportionately more roads to maintain. Because of the original higher number of homes, a larger road network was planned to serve those additional homes.

It appears that the requirement for minimum required right-of-way width, back-of-curb to back-of-curb width, curb section, base course thickness, public sidewalks and parkway trees, and cul-de-sac layout all do not meet City standards. The street layout for this subdivision, however, creates additional difficulty due to no room for storage of snow, which must therefore be hauled away. A brief comparison of the existing streets and City standards is included below:

Public Road Minimum Requirements		Wyndmuir Private Roads Minimum Requirements	Comments on private roads
<b>ROW</b>	60'	Minimum 28'	Roadway maintenance could be difficult
<b>Roadway</b>	28'	25'	Parking should not be allowed on streets; greater enforcement concern
<b>Base</b>	10" CA-6 grade 9	8" CA-6 grade 9	Less structural number
<b>Sidewalks</b>	4'	waived, trail system installed	Pedestrians must walk in streets
<b>Parkways</b>	11'	1.5' and varies	Does not allow snow storage in parkways
<b>Parkway trees</b>	Every 30'-50'	Wherever space available, per landscape plan	
<b>Curb and gutter</b>	B.6-12	M.3.12	M.3-12 allows snow plows to damage parkways.
<b>Water Mains</b>	Installed in parkways	In many instances installed in streets due to lack of parkways	More costly to maintain, if in-street main breaks
<b>Islands</b>	Parkway trees	Non- standard parkway trees/landscaping	In-kind replacement may be difficult

## **Discussion**

Feedback is being requested from the City Council:

1. To the viability of this request, and
2. As to interest in pursuing the creation of a reimbursement program for private roads in Crystal Lake.

An initial legal review of the creation of such a reimbursement program indicates that the following would need to be included in the parameters of the program:

- Contract – A contract between the HOA, or all impacted properties owners if no HOA exists, and the City would need to be executed. In exchange for the reimbursement funds, the HOA, or all impacted properties owners, would agree that access to the private roads would not be restricted.
- Limited to Road improvements – The contract would stipulate that the use of the reimbursement funds could only be used for the maintenance and improvement of the private roads. Standards for the road conditions should be incorporated into the contract. Similar to the reimbursement program that exists for township roads, the use of reimbursement funds could be reserved for aggregate (road gravel), recycled asphalt, bituminous patching mixture, seal coating, grading and ditching, purchase of ice control mixtures or a number of miscellaneous items.
- Prevailing Wage – The Illinois Prevailing Wage, 820 ILCS 130/1 et. seq. requires that for public works projects utilizing public funds, prevailing wage must be paid. The Prevailing Wage Act also contains administrative and record keeping requirements that the City and its contractors are mandated to strictly follow.
- Reservation of funds – Since the funds would be limited to road improvements, and since the City would need confirmation of the use of funds in conformance with the Prevailing Wage Act, a restricted account would be created for each subdivision that enters into a contract with the City for this reimbursement program. The funds would be released when needed for road improvements and once prevailing wage requirements are met. Because of the unique oversight requirements for road improvements, any subdivision with private roads will also be afforded the opportunity to include their anticipated road improvement project with the City's annual road resurfacing program. This way, subdivision with private roads can take advantage of the City's buying power as well as technical expertise.
- Annual Submittal – In order determine the annual set-aside reimbursement amount, the HOA, or all impacted property owners if no HOA exists, would be required to submit an annual reimbursement request. The request would include a copy of each property tax bill within the impacted subdivision. The annual reimbursement amount would be determined by extracting from each tax bill the Township Road and Bridge tax line item (except pensions). The Township Road and Bridge Pension line item would not be included in the annual reimbursement calculation because the City does not receive any of these funds. This application process would occur in order to ensure that both the HOA and the City agree to the annual amount since this amount will change each year.

If directed by the City Council, City staff will finalize the parameters of a reimbursement program in consultation with legal counsel.

**Votes Required to Pass:**

None – Discussion Only Item

Summary of Township Road & Bridge Property Taxes Collected (Tax Year 2013)

**Algonquin Township**

Abbey Ridge Condos	\$2,829.83
Baldwin Avenue	\$581.36
Berkshire Place	\$2,223.91
Brandywine	\$1,656.34
Camelot	\$2,754.02
Chasefield Crossings	\$3,380.36
Colony Square	\$4,048.60
Commonwealth Drive	\$3,587.09
Coventry Club Condos	\$3,389.81
Cress Creek	\$9,017.46
Crystal Chateau	\$1,956.69
Essex Village Condos	\$16,886.03
Greenview Villas	\$4,113.06
Hampton Court Condos	\$1,036.52
Lakeside Pointe	\$4,358.33
Oakbrook Estates	\$2,872.94
Park Place	\$14,023.59
Parkview	\$1,014.48
Pine Meadows	\$1,934.29
Regency Park	\$3,120.68
The Villager	\$1,537.39
Townes at Three Oaks Square	\$2,523.80
Utes Street Condos	\$1,628.98
Westwood Park	\$1,940.82

**Total for Algonquin Township \$92,416.38**

**Nunda Township**

Brighton Lane	\$12,337.40
Dole Crossings	\$5,058.86
Pingry Place	\$1,879.06
Wyndmuir	\$13,406.27

**Total for Nunda Township \$32,681.59**

**Grafton Township**

Tall Oaks	\$293.24
Walnut Glen	\$849.03
Wedgewood Villas	\$6,083.02

**Total for Grafton Township \$7,225.29**

**Total for all Townships \$132,323.26**



**Agenda Item No: 18**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 16, 2015

**Item:** Suburban Purchasing Cooperative Contract #122, Vehicle Purchase - 2016 Ford Utility Vehicles

**Staff Recommendation:** Motion to adopt a resolution authorizing the City Manager to execute an agreement with Currie Motors, in Frankfort, IL, for the purchase of two (2) Ford Utility Vehicles in the amount of \$52,339.00 through the Suburban Purchasing Cooperative, Contract #122.

**Staff Contact:** Paul DeRaedt, Chief of Fire/Rescue  
Victor Ramirez, Director of Public Works

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**Background:**

The Fire Rescue Department requested fleet vehicle replacements as part of the Fiscal Year 2015/2016 Budget. Two new Ford Utility Vehicles were requested and will replace two Crown Victoria sedans.

As members of the Suburban Purchasing Cooperative Program, the City is able to take advantage of the cooperative members' leveraged contract. This program allows members to combine purchasing power, which significantly reduces costs. All items that are bid through the Cooperative follow the same public procurement statutes that the City follows during the competitive, sealed bidding process.

**Recommendation:**

The Public Works Department and the Fire Rescue Department recommend purchasing two Ford Utility Vehicles in the amount of \$52,339.00 from Currie Motors in Frankfort, IL, through the Suburban Purchasing Cooperative Program. Funds have been budgeted for this purchase.

**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 Currie Motors (Frankfort, IL) for the purchase of two (2) Ford Utility Vehicles for \$52,339.00.

DATED this 16th day of June, 2015.

CITY OF CRYSTAL LAKE, an  
Illinois municipal corporation,

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

SEAL

ATTEST

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

PASSED: June 16, 2015  
APPROVED: June 16, 2015



**Agenda Item No: 19**

**City Council  
Agenda Supplement**

**Meeting Date:** June 16, 2015

**Item:** John Deere 1575 Terrain Cut Commercial Front Mower

**Staff Recommendation:** Motion to award the bid for the provision of a new John Deere 1575 Terrain Cut Commercial Front Mower to the lowest responsive and responsible bidder, Buck Brothers, Inc., and adopt a resolution authorizing the City Manager to execute a purchase agreement with Buck Brothers, Inc. in the amount of \$26,140.00.

**Staff Contact:** Victor Ramirez, P.E., Director of Public Works

**Background:**

Bid specifications were posted online and sent out to nine (9) John Deere dealers in Northwest Indiana, Southeast Wisconsin and Illinois. On June 4, 2015, the City of Crystal Lake publicly opened the two (2) bids received for the provision of a new John Deere 1575 Terrain Cut Commercial Front Mower.

The following is a breakdown of the bids received:

<b>Company</b>	<b>Grand Total</b>
<input checked="" type="checkbox"/> Holland and Sons, Inc Dixon, IL	\$26,140.00
<input checked="" type="checkbox"/> Buck Brothers, Inc. Wauconda, IL	\$27,389.00

Bid retracted

Lowest responsive, responsible bidder at lower bid price

The City specified this make and model as it owns attachments that are compatible with the John Deere 1445 Series commercial front mowers. The City is replacing a John Deere commercial front mower and we intend on re-utilizing the attachments that are currently owned by the City.



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These attachments include a 54" Plow Blade, a 60" Plow Blade, a Heavy Duty 47" Snow Blower, and 72" and 60" commercial mowing decks.

After the bid opening, we received correspondence from Holland and Sons, Inc. indicating that they could not sell the equipment to us as it was outside of their area of responsibility and that Buck Brothers, Inc. would honor the low bid price submitted by Holland and Sons. On June 8, 2015, a letter was submitted by Buck Brothers, Inc. confirming they would sell the Mower, matching the bid price submitted by Holland and Sons in the amount of \$26,140.00.

**Recommendation**

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is therefore the recommendation of City staff to award the bid to the lowest responsive and responsible bidder, Buck Brothers, Inc. for the provision of a new John Deere 1575 Terrain Cut Commercial Front Mower in the bid amount of \$26,140.00.

**Votes Required to Pass:**

Simple majority



**DRAFT**

**The City of Crystal Lake**

**RESOLUTION**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE** as follows:

That the City Manager is authorized to execute a Purchase Agreement between the CITY OF CRYSTAL LAKE and Buck Brothers, Inc. for the purchase of a new John Deere 1575 Terrain Cut Commercial Front Mower in the amount of \$26,140.00.

**DATED** this 16th day of June, 2015.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: \_\_\_\_\_  
MAYOR

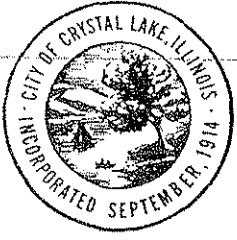
SEAL

ATTEST:

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

PASSED: June 16, 2015

APPROVED: June 16, 2015



**Agenda Item No: 20**

**City Council  
Agenda Supplement**

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**Meeting Date:** June 16, 2015

**Item:** Factory Authorized Flygt Pumps and Repair Parts Bid

**Staff Recommendation:** Motion to award the bid for Factory Authorized Flygt Pumps and Repair Parts for five (5) years in the submitted bid amounts to the lowest responsive and responsible bidder, Xylem Inc., and adopt a resolution authorizing the City Manager to execute a service agreement with Xylem Inc.

**Staff Contact:** Victor C. Ramirez, P.E., Director of Public Works

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**Background:**

The City of Crystal Lake's Wastewater Division currently operates and maintains 27 sanitary lift stations, three storm water stations and two wastewater facilities. This includes over 65 pumps, some that were installed in the late 1980's. The pumps in these stations are primarily equipped with Flygt model pumps of various sizes. Previously staff experienced numerous issues with aftermarket parts for these pumping systems. To resolve this issue the bid only sought factory authorized O&M pumps and repair/replacement parts.

On May 22, 2015, the City of Crystal Lake publicly opened and read aloud bids for factory authorized Flygt pumps and Repair parts. The following is a breakdown of the bids received:

Company	Anticipated Annual Cost based on Prices Submitted	% Increase Year 2	% Increase Year 3	% Increase Year 4	% Increase Year 5
√ Xylem Inc., Tinley Park, IL	See chart below	3	3	5	5

√ Indicates the lowest responsive and responsible bidder.

While purchasing only Factory authorized parts limits the quantity of vendors that can bid on these parts, staff has previously had negative experiences with less desirable parts. For example, when lesser quality parts have been previously used, the pumps have had critical failures, which lead to significant rebuild and increased the likelihood of a service disruption that could lead to a back-up. While staff attempted to obtain multiple bids, Xylem is the only factory authorized representative in this area, thus any other vendor would have to go through Xylem to get prices and then have to add their profit margin.

General Pump Model and/or Part Numbers		
Part #	Description	Unit Cost Year One
3045.091-0066	FLYGT CP-3045.091	\$ 1342.00
601 89 48	KIT, REPAIR BASIC 3085.092, 182	\$ 606.40
611 70 01	IMPELLER, C HT CODE 252 PA66	\$ 91.20
3085.190-YYYY	FLYGT NP-3085.190	\$ 4080.00
601 89 48	KIT, REPAIR BASIC 3085.092, 182	\$ 606.40
731 84 40	IMPELLER, N MT CODE 463 CI	\$ 581.60
3102.190-YYYY	FLYGT NP-3102.190	\$ 4928.00
601 89 06	KIT, REPAIR BASIC+ NI 3102.090, 180	\$ 733.60
678 47 22	IMPELLER, N MT CODE 462 CI	\$ 865.60
3127.190-YYYY	FLYGT NP-3127.190	\$ 7058.40
601 89 09	KIT, REPAIR BASIC+ NI 3127.090/180	\$ 1058.40
704 17 18	IMPELLER, N LT/MT CODE 421/438+ HC	\$ 1560.00
601 89 31	KIT, REPAIR BASIC+ NI 3140.090, 180	\$ 1695.20
556 24 00	IMPELLER, C HT CI	\$ 1984.00
601 89 21	KIT, REPAIR BASIC+ NI 3152.091, 181	\$1732.00
381 18 00	IMPELLER, C MT CODE 436 CI	\$ 2023.00
3153.095-YYYY	FLYGT NZ-3153.185	\$ 15,805.60
696 50 33	IMPELLER, N LT CODE 413 CI	\$ 2072.80
657 17 08	KIT, REPAIR BASIC 3153	\$ 1410.40
703 20 32	IMPELLER, N HT CODE 464 HC	\$ 2144.00
3171.095-YYYY	FLYGT NP-3171.095	\$ 19360.00
657 17 01	KIT, REPAIR BASIC 3171.090/180+ NITRILE	\$ 2551.20
704 06 47	IMPELLER, N MT CODE 434 HC	\$ 2827.20
657 17 03	KIT, REPAIR BASIC 3202.180	\$ 3694.00
704 38 24	KIT, REPAIR BASIC 3202.180	\$ N/A
704 38 24	IMPELLER, N LT CODE 614 HC	\$ 3729.60
601 89 24	KIT, REPAIR BASIC 3300.180 NI	\$ 5157.60
481 72 10	IMPELLER, C HT 350MM CI 3300	\$ 3116.80
657 17 05	KIT, REPAIR BASIC 3301.180	\$ 4960.80
704 33 30	IMPELLER, N HT CODE 466 HC	\$ 4347.20
582 88 29	SENSOR, ENM-10 0.95-1.1 20'	\$ 232.80
582 88 30	SENSOR, ENM-10 0.95-1.1 40'	\$ 254.40
582 88 31	SENSOR, ENM-10 0.95-1.1 65'	\$ 276.00
14-40 71 29	MIMI-CASII/FUS 120/24VAC, 24VDC	\$ 364.00
14-40 71 30	SOCKET, 11-PIN BACK MOUNTING	\$ 56.80
14-40 70 97	SOCKET, 11-PIN OCTAL DIN MOUNT 12/02	\$ 33.60
3153.095-YYYY	FLYGT NZ-3153.095	\$ 15805.60

657 17 08	KIT, REPAIR BASIC 3153.180	\$ 1410.40
703 20 32	IMPELLER, N HT CODE 464 HC	\$ 2144.00
345 25 02	RING, WEAR ROTATING 304	\$ 288.00
314 88 05	RING, WEAR STATIONARY BRASS	\$ 425.60
537 28 00	RING, SPACER CI	\$ 1154.40
537 29 00	RING, SPACER CL	\$ 552.00
396 42 00	BAIL, LIFTING STEEL	\$ 429.60
439 18 00	IMPELLER, C HT CODE 485 CI	\$ 1432.00
537 84 00	IMPELLER UNIT, C MT CODE 442 CI	\$ 2841.00
442 18 16	SLING, CHAIN UNIT up to 1100lbs	\$ 247.20
442 18 00	SLING, CHAIN UNIT up to 2600lbs	\$ 280.80
620 09 00	GRIP EYE UNIT	\$ 80.80
656 14 05	STAND, Z 3153 LT (4 POLE) ANSI+STEEL	\$ 1666.40
60X60 TMH	60' X 60" FLYGT TOP MOUNT SAFTEY HATCH	\$ 2198.95
83 08 06	BALL, SINKING 125MM FOR 4"	\$ 270.40
Discount %	% DISCOUNT ON ANY ITEMS NOT NOTED ABOVE	20 %

Bidding out these items saves staff time and ensures that pumps will be repaired more quickly. It also locks in price for the term of five years enhancing budget planning and reducing price hikes from year to year.

**Recommendation:**

It is the recommendation of staff to award the bid for factory authorized Flygt pumps and repair parts to the lowest responsive and responsible proposer, Xylem Inc., in the amounts bid.

**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 hereby authorized and directed to award the bid for Factory Authorized Flygt Pumps and Repair Parts for five (5) years in the submitted bid amounts to the lowest responsive and responsible bidder, Xylem Inc., and adopt a resolution authorizing the City Manager to execute a service agreement with Xylem Inc.

DATED this 16<sup>th</sup> day of June, 2015

CITY OF CRYSTAL LAKE, an  
Illinois Municipal Corporation,

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

SEAL

ATTEST

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

PASSED: June 16, 2015  
APPROVED: June 16, 2015