CITY OF CRYSTAL LAKE
AGENDA

CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
September 15, 2015
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Proclamation**
   a. **Crystal Lake Chamber of Commerce**

5. **Approval of Minutes – September 1, 2015 Regular City Council Meeting**

6. **Accounts Payable**

7. **Public Presentation**
   The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the city staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against city staff or elected officials are not permitted.

8. **Mayor's Report**

9. **City Council Reports**

10. **Consent Agenda**
    a. Horizons for the Blind request for a Temporary Liquor License for their Wine Tasting Fundraiser at their facility on Friday, October 9, 2015 from 6:00 p.m. to 9:00 p.m.

    b. St. Elizabeth Ann Seton Knights of Columbus Council 10678 request for a Temporary Liquor License for their Oktoberfest at St. Elizabeth Ann Seton's Community Center on Saturday, October 3, 2015 from 5:00 p.m. to 10:00 p.m.

11. **Parking Restrictions from the intersection of Colony Drive and Sarasota Lane to the intersection of Colony Drive and Ridgewood Lane from 4:00 p.m. to 8:00 p.m. on Mondays through Fridays from April 1st to October 31st each year.**

12. **40 Brink Street, Farmers Insurance-Sign Variation to allow a wall sign to be located on an adjacent tenant suite on a multi-tenant building.**

13. 5220 Northwest Highway, Martin Chevrolet-Site lighting approval and Variation from the requirements for lighting levels.

14. 90 Brink Street, Sparta Gas Station-Special Use Permit and Variations.

15. Resolution authorizing an agreement with Midwest Petroleum Development Crystal Lake, Inc. for the construction of a casing pipe underneath Route 14.

16. Resolution authorizing the execution of an amendment to extend the agreement for five years with Fox Valley Fire & Safety for the Crystal Lake Wireless Alarm Network.

17. Resolution authorizing a two year agreement with Centegra Occupational Health for Various Physical Examinations, Immunizations, Substance Screening, Annual On-Site Screening and Flu Shots and CDL Drug/Alcohol Testing.

18. Resolution authorizing the execution of a three year agreement with Crystal Lake Bank & Trust Company/Fidelity National Information Services, Inc. for Credit Card Merchant Services.

19. Bid award and resolution authorizing the execution of a contract with Behm Pavement Maintenance, Inc. for the 2015 Crack Sealing Program.

20. Bid award and resolution authorizing the execution of a service contract with Alternate Power, Inc. for Lift Station #11 generator replacement and installation.

21. Council Inquiries and Requests.

22. Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining, and personnel.

23. Reconvene to Regular Session.

24. 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: 10a.

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Temporary Liquor License – Horizons for the Blind, 125 Erick Street, A103

Staff Recommendation: Motion to approve issuance of a Class "16" Temporary Liquor License to Horizons for the Blind

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from Horizons for the Blind, 125 Erick Street, A103, for the issuance of a Class "16" Temporary Liquor License in order to sell wine at their Wine Tasting fundraiser on October 9, 2015, at their facility from 6:00 p.m. – 9:00 p.m.

Section 329-5-P of the City Code permits the issuance of a Class "16" Temporary Liquor License for the retail sale of beer and wine for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three (3) days, and shall be issued only for special events sponsored by the not-for-profit corporation requesting the license.

Attached for City Council review is a copy of all support documentation regarding this request.

Votes Required to Pass:
Simple majority

Agenda Item No: 10b.

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Temporary Liquor License – St. Elizabeth Ann Seton Knights of Columbus Council 10678, 1023 McHenry Avenue

Staff Recommendation: Motion to approve issuance of a Class "16" Temporary Liquor License to St. Elizabeth Ann Seton Knights of Columbus Council 10678

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from St. Elizabeth Ann Seton Knights of Columbus Council 10678 for the issuance of a Class "16" Temporary Liquor License in order to sell beer and wine at their Oktoberfest being held at St. Elizabeth Ann Seton's Community Center, located at 1023 McHenry Avenue, on October 3, 2015 from 5:00 p.m. to 10:00 p.m.

Section 329-5-P of the City Code permits the issuance of a Class "16" Temporary Liquor License for the retail sale of beer and wine for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three (3) days, and shall be issued only for special events sponsored by the not-for-profit corporation requesting the license.

Attached for City Council review is a copy of all support documentation regarding this request.

Votes Required to Pass:
Simple majority

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Colony Drive Parking Restriction

Staff Recommendation: Motion to adopt an ordinance making it unlawful to stop, stand, or park any vehicle on the south side of Colony Drive from 4:00 P.M. to 8:00 P.M. on Mondays through Fridays from April 1st to October 31st of each year from the intersection of Colony Drive and Sarasota Lane to the intersection of Colony Drive and Ridgewood Lane.

Staff Contact: Abigail Wilgreen, City Engineer

Background:
Earlier this year, the City Council enacted a parking restriction on Sarasota Lane near Four Colonies Park. This parking restriction was enacted in response to resident complaints that sports practices held at Four Colonies Park in the fall and spring resulted in on-street parking congestion along Sarasota Lane. This congestion is problematic for traffic flow, especially for emergency vehicles that have to navigate through the area. The parking restriction makes it illegal to park on the west side of the street from the intersection of Sarasota Lane and Abbey Drive to a point 290 feet north of the intersection of Sarasota Lane and Shadowood Lane from 4:00 P.M. to 8:00 P.M. on Mondays through Fridays from April 1st to October 31st of each year.

As a result of this parking restriction, the parking congestion has moved to Colony Drive. Residents along Colony Drive brought this concern to the City's Traffic Safety Committee. The committee reviewed the matter and concurred that the parking congestion is problematic for traffic flow. The committee recommended that parking be prohibited on the west side of the street between Sarasota Lane and Ridgewood Lane from 4:00 P.M. to 8:00 P.M. on Mondays through Fridays from April 1st to October 31st of each year, which is the same restriction on Sarasota Lane.

The committee sent a letter to residents along Colony Drive advising them of the proposed parking restriction. The City received two responses from the residents. Both of the residents who responded agreed that the parking congestion was an issue. One of respondents was

concerned about such a broad restriction for a problem that only occurs for the months during the youth sports practices. The responses received are attached to the agenda supplement.

The committee reached out to the Crystal Lake Park District who stated that they were working to alleviate this issue with the practice teams; however, they understand the need to restrict parking along Colony Drive due to traffic flow restrictions.

Votes Required to Pass:
Simple majority

DRAFT

The City of Crystal Lake Illinois

ORDINANCE

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, as follows

SECTION I: That it shall be unlawful to stop, stand, or park any vehicle on the south side of Colony Drive from 4:00 P.M. to 8:00 P.M. on Mondays through Fridays from April 1st to October 31st of each year from the intersection of Colony Drive and Sarasota Lane to the intersection of Coony Drive and Ridgewood Lane.

SECTION II: That any person, firm, or corporation violating any provision of this Ordinance shall be fined in accordance with Chapter 1, Article II providing for General Penalty Provision in the Code of Ordinances of the City of Crystal Lake, Illinois.

SECTION III: That suitable signs and markers shall be erected.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

SECTION V: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 15th day of September, 2015.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: September 15, 2015

APPROVED: September 15, 2015

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

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Farmers Insurance - 40 Brink Street

Sign Variation to allow a wall sign to be located on an adjacent tenant suite on a multi-tenant building.

Staff Recommendation: City Council's Discretion:

A. Motion to adopt an Ordinance granting a Variation to allow a wall sign on an adjacent tenant space, with the recommended conditions for the Variation at 40 Brink Street.
B. Motion to deny the variation request.

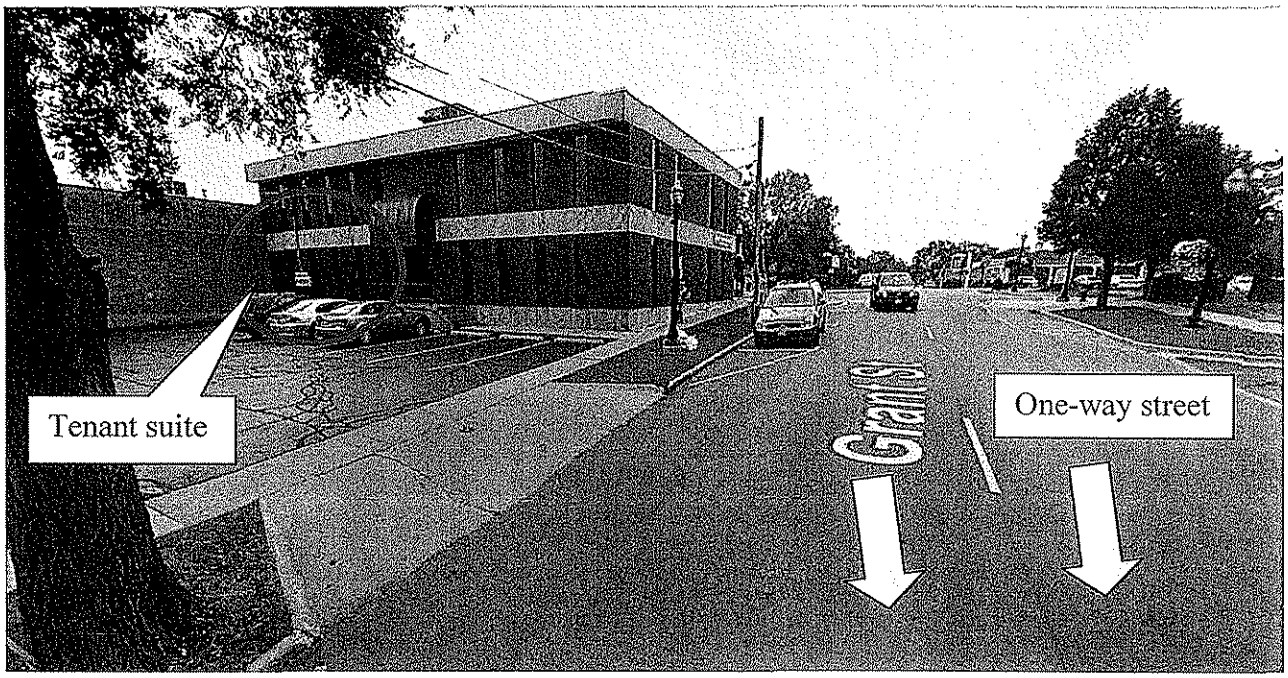
Staff Contact: James Richter II, Planning and Economic Development Manager

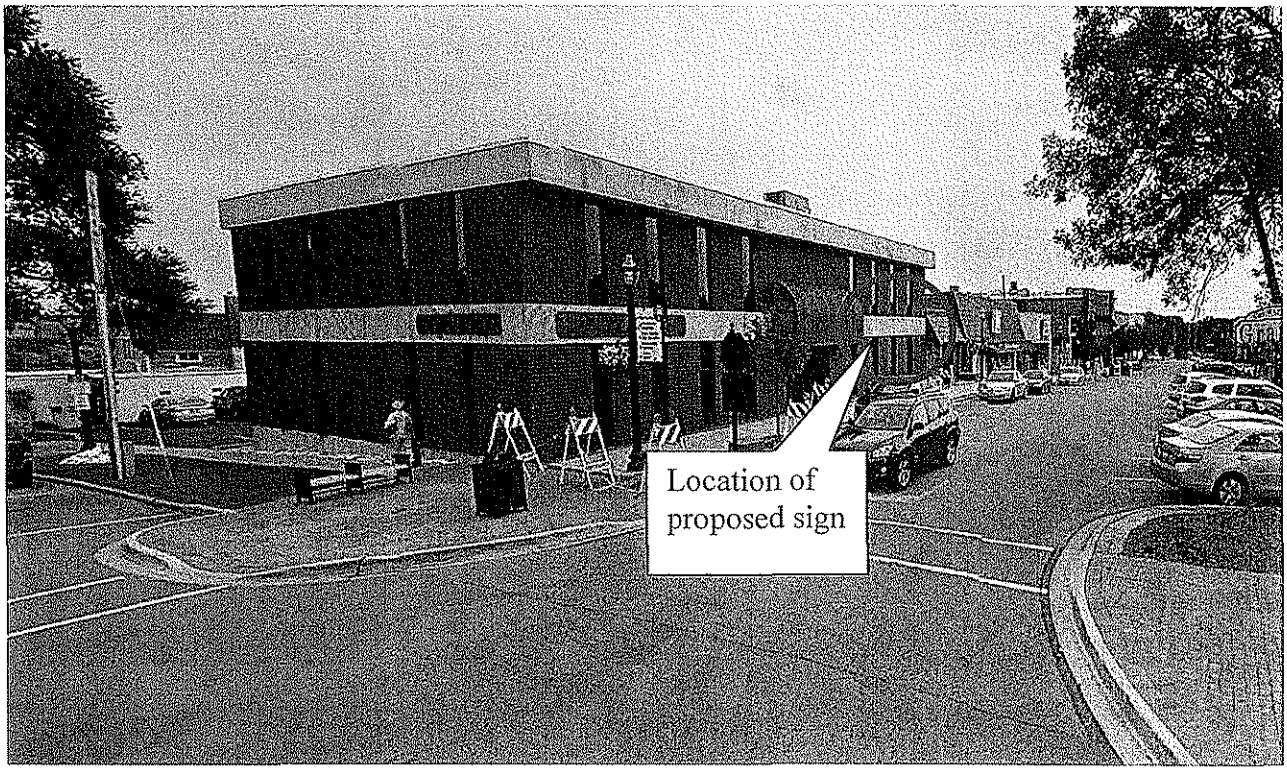
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Background:

- Existing Use: The property is currently a multi-tenant office building that contains the law firm of Zanck, Coen, Wright and Saladin as the largest tenant. The petitioner's tenant suite is located in the rear of the building. The rear (north side) of the building is only visible from the parking lot and by pedestrians along Grant Street. The rear of the building is not necessarily visible to vehicle traffic on Grant Street, since it is a one-way street.
- UDO Requirement: Individual tenant wall signage on a multi-tenant building must be located on the individual tenant suite.
- Request: In view of the fact that the petitioner's suite is located in the rear of the building, the petitioner is requesting to locate their 8 square-foot wall sign on the front of the building, on space occupied by an adjacent tenant.

The adjacent tenant space is occupied by the law firm of Gray and Gray LLC and they have no objection to the request.





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 (Edward Stevens, received 09/02/15)
   B. Sign Plan (received 09/02/15)

2. The petitioner shall comply with all of the requirements of the Community Development Department.

Votes Required to Pass: A simple majority vote.

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A SIGN VARIATION FOR FARMER'S INSURANCE, 40 BRINK STREET

DRAFT

WHEREAS, pursuant to the terms of the request (File #2015-04-D) before the City of Crystal Lake, the Petitioner has requested a sign variation to allow a wall sign to be located on an adjacent tenant suite on a multi-tenant building, for Farmer's Insurance; and

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 a sign variation be granted to allow a wall sign to be located on an adjacent tenant suite on a multi-tenant building, for Farmer's Insurance located at 40 Brink Street (PIN 14-32-479-009), Crystal Lake, Illinois with the following conditions:

1. Approved plan, to reflect staff comments, as approved by the City Council:
   A. Application (Edward Stevens, received 09/02/15)
   B. Sign Plan (received 09/02/15)

2. 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 the Variation 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

Meeting Date: September 15, 2015

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Martin Chevrolet – 5220 Northwest Highway

1. Site lighting approval; and
2. Variation from the requirements for lighting levels.

Todd Martin, Martin Chevrolet, petitioner

PZC Recommendation: Motion to approve the Planning and Zoning Commission recommendation and adopt an ordinance approving the site lighting and granting a Variation at 5220 Northwest Highway.

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

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Background:

- On February 4, 2014, the City Council approved a Special Use Permit Amendment for significant renovations to Martin Chevrolet including: additions to the existing sales building on the south and west sides; a physical building connection between the sales and service buildings; and the addition of a car wash. The following condition of the Special Use Permit (Ord. #7000) required the petitioner to revisit the Planning and Zoning Commission and City Council to review various aspects of the plan:

  6. Discussion of the identification signs along Route 14 (electronic message center, [freestanding] archway, flags and pole heights, and site lighting) will be held when there is more complete information provided to staff.

- The petitioner will be eliminating the previously-discussed freestanding archway and oversized flag poles, and will hold-off on any additional signage at this time. The petitioner has provided photometric details and plans for the site lighting, which are currently proposed.

Land Use Analysis:

- Details: The site layout, architectural plans, and signage would remain unchanged. The petitioner is requesting approval of the site lighting, which is one of the few final outstanding improvements for the dealership.

- Site lighting: The site is held to overall illumination levels that have been implemented by the UDO for auto dealerships. By Ordinance, the proposed lighting standards can be as tall as 35 feet. The petitioner's light poles do not exceed 25 feet in height, thereby keeping the lighting closer to the ground, which prevents the spread of light pollution.
- Maximum average light levels: The UDO requirement for lighting intensity allows a maximum average of 20 foot-candles (fc) for front row display areas and 10 fc for the rest of the site. The plan shows 42 fc for the front-row display areas and an average of 25-40 fc for all other areas. The petitioner is requesting a Variation from the requirements for lighting intensity. This correlates almost exactly to what Pauly Toyota and Anderson Motors have on their sites.

PZC Highlights

- With one exception, the majority of the Planning and Zoning Commission had no concerns with the request.
- In light of the City's recent approvals of similar lighting levels at Pauly Toyota and Anderson Motors, the Commission asked staff to revisit the lighting requirements for auto dealerships in the UDO.
- The PZC asked the petitioner to eliminate the previously-proposed freestanding arch entry feature and oversized flagpoles from the plans, and the petitioner willingly obliged. The petitioner had originally proposed these improvements in February of 2014, but did not provide details or plans regarding those items for review at that time. The petitioner indicated that they no longer wish to install the arched feature or oversized flagpoles.

The PZC recommended **approval (5-1)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application, Martin Chevrolet, received 1-9-14
   B. Site Lighting Plan, Hansen Palmer and Associates, revised 8-19-15.
2. All exterior light pole fixtures shall be directed downward. During the inspection process, staff reserves the right to require shielding and other intensity adjustments to minimize glare on adjacent properties.
3. The previously-proposed arched entry feature and oversized flagpoles will be eliminated. The petitioner may install flagpoles that meet the height requirements of the Ordinance. Flag pole lighting shall be reviewed administratively and shall not substantially increase the overall lighting intensity for the site.
4. All other conditions and requirements of Ordinance 7000 remain in effect.

Votes Required to Pass: A simple majority vote.

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE APPROVING THE SITE LIGHTING AND GRANTING A VARIATION FOR 5220 NORTHWEST HIGHWAY

DRAFT

WHEREAS, pursuant to the terms of the Petition (File #2013-61) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested approval of site lighting plans and a Variation for the lighting levels to allow 42 foot candles in the front display areas and an average of 25-40 foot candles for all other areas for 5220 Northwest Highway; and

WHEREAS, the required hearings were held on the petition of the property owners in the manner and the form required by the Unified Development Ordinance of the City of Crystal Lake and the Statutes of the State of Illinois; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the approval of site lighting plans and a Variation for the lighting levels to allow 42 foot candles in the front display areas and an average of 25-40 foot candles for all other areas 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 approval of site lighting plans and a Variation for the lighting levels to allow 42 foot candles in the front display areas and an average of 25-40 foot candles for all other areas a Variation for the lighting levels for the property located at 5220 Northwest Highway (19-04-476-009), Crystal Lake, Illinois.

SECTION II: That the approval of site lighting plans and a Variation for the lighting levels to allow 42 foot candles in the front display areas and an average of 25-40 foot candles for all other areas be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application, Martin Chevrolet, received 1-9-14
   B. Site Lighting Plan, Hansen Palmer and Associates, revised 8-19-15.

2. All exterior light pole fixtures shall be directed downward. During the inspection process, staff reserves the right to require shielding and other intensity adjustments to minimize glare on adjacent properties.

3. The previously-proposed arched entry feature and oversized flagpoles will be eliminated. The petitioner may install flagpoles that meet the height requirements of the Ordinance. Flag

pole lighting shall be reviewed administratively and shall not substantially increase the overall lighting intensity for the site.

4. All other conditions and requirements of Ordinance 7000 remain in effect.

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: 14

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Sparta Gas Station – 90 Brink Street

Requests:

1. Special Use Permit Amendment for changes to the Gasoline Service Station and Convenience Store with Gasoline Electronic Pricing signs.
2. Variations from:
   a. The requirement for a peaked canopy, setback 15 feet from all property lines, to allow a flat canopy that is setback 10 feet along Brink Street and 6 feet along Crystal Lake Avenue;
   b. The required 20-foot rear yard setback to allow 6 inches for the convenience store, a Variation of 19 feet, 6 inches;
   c. The requirement to provide a landscape island every 10 parking spaces and at the ends of the parking rows;
   d. The requirement not to exceed 0.5 foot candles of light at the property line allowing up to 9 foot candles and the requirement not to exceed 30 foot candles of light under the gas station canopy to allow up to 40.3 foot candles.

Petitioner: Chris Kalischefski, petitioner
90 Brink Street

PZC Recommendation: To approve the PZC recommendations and adopt an ordinance granting the Special Use Permit Amendment and Variations for Sparta Gas Station at 90 Brink Street.

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

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Background:

- The Sparta Brothers gas station has operated in the City since 1982 receiving approval as Carl's Gas Station/Clark Oil Co.

- The owners plan to construct a 1,700 square foot convenience store with dedicated parking spaces, a new gas station canopy, new gas pumps, and additional landscape improvements.

PZC Highlights:

- The PZC discussed the building architecture in detail and the petitioner highlighted the materials and color samples to illustrate how they met additional Design Standard criteria. Through this discussion and through the additional details provided, the petitioner was able to remove the Variation from the Design Standards.
- The PZC reviewed the Findings of Fact and found that Sparta met the criteria for the Special Use Permit and Design Standards.
- The petitioner does not meet all of the gas station criteria, in particular the peaked canopy requirements, but the PZC found that they met the criteria for a hardship to grant that Variation.
- Murphy's Oil (Route 31) provided a peaked canopy, did not meet all of the Design Standards, and is required to meet the standards for lighting intensity. Bucky's (Rakow Road) was approved for a flat canopy and met the architectural Design Standards. They are required to meet the standards for lighting intensity.

The PZC recommended **approval (6-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Anagnostopoulos, received 06/30/15)
   B. Architectural Plans [Sheets G001, A001, A002, A003, and A202] (CDG, dated 08/03/15, received 08-03-15)
   C. Elevations [Sheet EL-1] (CDG, dated 08/14/15, received 08/14/15)
   D. Landscape Plans [Sheets L1, L2] (Brusseau Design Group, dated 08/03/15, received 08/03/15)
   E. Engineering Plans [Sheets C-1 through C-6.3] (WMA, dated 07/30/15, received 08/03/15)
   F. Plat of Dedication (W-T Land Survey, dated 07/31/15, received 08/03/15)
   G. Photometric Plan (Ledco America LLC, undated, received 08/03/15)

2. Site and Landscape Plan
   A. With the building permit submittal, provide a detailed foundation plan that illustrates the wall projections.
   B. Add landscape shrubs 3 feet in height at the southwest corner of the site in front of the parking area to screen headlights from shining onto the adjacent property.
   C. Add landscape shrubs in the small parking island created adjacent to the parking row along Brink Street.

3. When the existing tanks are removed, the results of the soil testing must be provided to the City of Crystal Lake.

4. Any banding on the canopy shall be non-illuminated.

~~5. The top cap to the cornice shall be stone.~~ **(Removed by the PZC)**

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

Votes Required to Pass: A simple majority vote.

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT
AND VARIATIONS
AT 90 BRINK STREET

DRAFT

WHEREAS, pursuant to the terms of a Petition (File #2015-39) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit for changes to the Gasoline Service Station and Convenience Store with Gasoline Electronic Pricing signs; and Variations from: A. Article 2-400 13 d. Special Use Criteria for Gasoline Stations from the requirement to construct a peaked canopy and from the required 15-foot setback to allow a flat canopy with a 10-foot setback along Brink Street and a 6-foot setback along Crystal Lake Avenue; B. Article 3-200 Density and Dimensional Standards from the required 20-foot rear yard setback to allow 6 inches, a Variation of 19 feet, 6 inches; C. Article 4-400 Landscape and Screening from the requirement to provide a landscape island every 10 parking spaces and at the ends of the parking rows; and D. Article 4-800 Exterior Lighting from the requirement not to exceed 0.5 foot candles of light at the property line allowing up to 9 foot candles and the requirement not to exceed 30 foot candles of light under the gas station canopy to allow up to 40.3 foot candles for the property located at 90 Brink Street; and

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

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

Section I: That a Special Use Permit for changes to the Gasoline Service Station and Convenience Store with Gasoline Electronic Pricing signs; and Variations from: A. Article 2-400 13 d. Special Use Criteria for Gasoline Stations from the requirement to construct a peaked canopy and from the required 15-foot setback to allow a flat canopy with a 10-foot setback along Brink Street and a 6-foot setback along Crystal Lake Avenue; B. Article 3-200 Density and Dimensional Standards from the required 20-foot rear yard setback to allow 6 inches, a Variation of 19 feet, 6 inches; C. Article 4-400 Landscape and Screening from the requirement to provide a landscape island every 10 parking spaces and at the ends of the parking rows; and D. Article 4-800 Exterior Lighting from the requirement not to exceed 0.5 foot candles of light at the property line allowing up to 9 foot candles and the requirement not to exceed 30 foot candles of light under the gas station canopy to allow up to 40.3 foot candles for the property located at 90 Brink Street, for the property commonly known as 90 Brink Street (14-32-479-009), Crystal Lake, Illinois.

Section II: Said Special Use 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 (Anagnostopoulos, received 06/30/15)

B. Architectural Plans [Sheets G001, A001, A002, A003, and A202] (CDG, dated 08/03/15, received 08-03-15)

C. Elevations [Sheet EL-1] (CDG, dated 08/14/15, received 08/14/15)

D. Landscape Plans [Sheets L1, L2] (Brusseau Design Group, dated 08/03/15, received 08/03/15)

E. Engineering Plans [Sheets C-1 through C-6.3] (WMA, dated 07/30/15, received 08/03/15)

F. Plat of Dedication (W-T Land Survey, dated 07/31/15, received 08/03/15)

G. Photometric Plan (Ledco America LLC, undated, received 08/03/15)

2. Site and Landscape Plan

A. With the building permit submittal, provide a detailed foundation plan that illustrates the wall projections.

B. Add landscape shrubs 3 feet in height at the southwest corner of the site in front of the parking area to screen headlights from shining onto the adjacent property.

C. Add landscape shrubs in the small parking island created adjacent to the parking row along Brink Street.

3. When the existing tanks are removed, the results of the soil testing must be provided to the City of Crystal Lake.

4. Any banding on the canopy shall be non-illuminated.

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

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 _____, _____.

_____

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: 15

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Agreement with Midwest Petroleum Development Company Crystal Lake, Inc., for the construction of a casing pipe underneath Route 14.

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an agreement with Midwest Petroleum Development Crystal Lake, Inc., for the construction of a casing pipe underneath Route 14.

Staff Contact: Abigail Wilgreen, City Engineer

Background:

On June 21, 2011, the City Council annexed the property at the northwest corner of Routes 14 and 176. This property has a combination BP Gas Station and McDonalds. In the fall of 2014, the property owner connected to the City's sewer system. They also attempted to connect to the City's water system but had difficulties. Several attempts were made to directionally bore underneath Route 14 to connect to the existing water main on the east side of Route 14, but it was unsuccessful due to the presence of auger refusal.

Since Route 14 is currently under construction, this is an advantageous time to remedy the problem that the property owner had connecting to the existing water main. The required casing pipe can be installed using open cut methods as opposed to directionally boring underneath Route 14.

A line item exists in the IDOT Route 14 project specifications to construct a casing pipe underneath Route 14. This casing pipe would then be used as a way to extend the water main to the west side of Route 14, to the BP/McDonalds property. The casing pipe would be constructed by IDOT's contractor under IDOT's contract. A separate agreement with IDOT would not be necessary; this work would be done under the existing Route 14 agreement between IDOT and the City that was approved on January 7, 2014.

The BP/McDonalds property owner appreciated and agreed with this approach and further agreed that they would pay 50 percent of the cost of installing the casing pipe. The estimated cost of installing the casing pipe is $23,273.00. Since the casing pipe could also benefit the Flowerwood property upon its redevelopment, staff has reached out to them requesting they participate in paying for the other 50 percent. The City would collect the other 50 percent of the cost upon annexation and redevelopment of the Flowerwood property.

An agreement to memorialize the property owner's participation for paying for the casing pipe is attached. The agreement states that the City will maintain the casing pipe, and that the property owner is additionally responsible for the costs for connecting to City water. The agreement was reviewed by the property owner's attorney and the City's special counsel and has been deemed acceptable.

Votes Required to Pass:
Simple majority of City Council present.

The City of Crystal Lake Illinois

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the agreement for the installation of a casing pipe underneath U.S. Route 14 with Midwest Petroleum Development Company Crystal Lake, Inc.

DATED this 15th day of September, 2015.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: September 15, 2015

APPROVED: September 15, 2015

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Renewal of Agreement with Fox Valley Fire & Safety

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an amendment to extend the agreement with Fox Valley Fire & Safety for the purchase, installation, and maintenance of the Crystal Lake Wireless Alarm Network for a period of five (5) years.

Staff Contact: Paul DeRaedt, Fire Chief

Background:

On October 5, 2010, the City entered into an agreement to purchase fire alarm radios and the associated monitoring equipment from Fox Valley Fire & Safety ("Fox Valley") to construct the Crystal Lake Wireless Alarm Network (CLWAN). The radios are owned by the City and installed at private commercial sites throughout the City (as required by ordinance), allowing fire alarms from these commercial sites to immediately be transmitted, via CLWAN to the SEECOM dispatch center.

In addition to the initial sale of the radios to the City, Fox Valley maintains and repairs both the individual radios and the monitoring equipment. Although the contract provided for a five year term, the specifications which were distributed when this project was first bid and which are incorporated by reference in the contract between the City and Fox Valley provides the City with an option to extend the agreement for additional terms. Fox Valley has agreed to extend the agreement for an addional five year term for the same pricing and upon the same terms and conditions provided in the original agreement.

Recommendation:

The Fire Rescue Department has been pleased with the maintenance and support Fox Valley has provided in installing, maintaining and repairing the radio equipment of the CLWAN system and recommends that the Mayor and City Council authorize the City Manager to execute an amendment which would extend the agreement for an addional period of five years, subject to the same pricing, terms and conditions of the original agreement. The City's special counsel has reviewed this matter.

Votes Required to Pass:
A simple majority vote.

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and is hereby authorized and directed to amend, and the City Clerk is hereby directed to attest, an extension to the agreement with Fox Valley Fire & Safety for the purchase, installation, and maintenance of the Crystal Lake Wireless Alarm Network for a period of five (5) years.

Dated this 15th day of September, 2015.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation

By:_____
Mayor

SEAL
ATTEST:

_____
City Clerk

PASSED: September 15, 2015
APPROVED: September 15, 2015

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: September 10, 2015

Item: Various Physical Examinations, Immunizations, Substance Screening, Annual On-site Wellness Screenings and Flu Shots, and CDL Drug/Alcohol Testing

Staff Recommendation: Motion to award the proposal for Various Physical Examinations, Immunizations, Substance Screening, Annual On-site Wellness Screenings and Flu Shots, and CDL Drug/Alcohol Testing to the lowest responsive, responsible proposer, Centegra Occupational Health, in the submitted proposal amounts and to adopt a resolution authorizing the City Manager to execute a two-year agreement (with an option for a third year) for Various Physical Examinations, Immunizations, Substance Screening, Annual On-site Wellness and Flu Shots, and CDL Drug/Alcohol Testing to Centegra Occupational Health.

Staff Contact: Julie Meyer, Director of Human Resources

Background:

The City of Crystal Lake conducts Pre-Employment and annual Fire Rescue Department physical examinations on approximately 60 to 80 prospective full-time, part-time and seasonal employees and as many as 75 Fire Rescue Department personnel each year. Immunizations, Respirator Fit Testing, Audiograms and CDL Drug and Alcohol Testing for Safety Sensitive positions affect over 50 Public Works employees each year. Annual on-site Wellness screenings and flu shots (program based on voluntary participation) involves over 100 employees each year.

On August 20, 2015, Request for Proposals for Physical Examinations, Immunizations, Substance Screening, Annual On-site Wellness and Flu Shots, and CDL Drug and Alcohol Testing services were mailed to vendors, placed on Demand Star, and a legal notice was published in the *Northwest Herald.* Bids were received and opened on the deadline of September 8, 2015. Three (3) proposals were received in total and a committee, consisting of members of Human Resources and the Fire Rescue Department, reviewed the three (3) proposals

for proposal completeness and accuracy in accordance with the request for proposal document, firm organizational capacity, references, firm experience and cost.

The RFP required that the providers bid on the following test components: annual fire exam for those over 40 (with Prostate Specific Antigen-PSA for males and mammogram for females), annual fire exam for those under 40 (please note, both the over 40 and under 40 annual exams are in response to the requirements of the NFPA 1582), fire hazardous materials exam, fire pre-employment exam, police pre-employment exam, general (non-sworn) pre-employment exam, Hepatitis series, audiograms, respirator tests and Commercial Drivers License random testing (as required by the Department of Transportation), Substance Screening test, and Wellness Screenings including a Health Risk Assessment, flu shots, Thyroid, PSA, C-Reactive Protein, Fecal Occult and Vitamin D tests. The specific tests for each of these exams are detailed on the attached sheets. The response totals are provided below:

COST OF INDIVIDUAL EXAMS

TYPE OF EXAM	Advocate	Centegra✓	Mercy
Fire Exam 40 plus			
Males	$1,213.00	$640.00	$722.12
Females	$1,213.00	$705.00	$914.80
Fire Exam under 40	$757.00	$395.00	$433.10
Fire Haz Mat	$564.00	$300.00	$245.00
Fire Pre-employment	$1,251.00	$716.00	$629.10
Police Pre-employment	$389.00	$209.00	$175.00
Non-sworn			
Pre-employment	$282.00	$170.00	$169.00
Hepatitis Series	$270.00	$192.00	$150.00
Audiograms	$40.00	$28.00	$33.00
Respirator Test	$45.00	$35.00	$60.00
CDL/Randoms	$93.00	$75.00	$74.00
Substance Screen (10 panel)	$91.00	$75.00	$68.00
Wellness HRA*	$99.67	$125.00	$45.00
Flu Shots*	$27.00	$26.00	$30.00
Thyroid*	$8.50	$40.00	$74.73
PSA*	$10.50	$40.00	$143.02
C-Reactive Protein*	$39.00	$40.00	$69.75
Fecal Occult Blood Test*	$11.00	N/A	$42.51
Vitamin D*	$65.50	$60.00	$262.67
Total	**$6,469.17**	**$3,871.00**	**$4,340.80**

COST COMPARISON (based on 2014/15 actual number of specific exams)

TYPE & # OF EXAMS	Advocate	Centegra✓	Mercy
Fire Exam 40 plus			
Males (17)	$20,621.00	$10,880.00	$12,276.04
Females (0)			
Fire Exam under 40 (40)	$30,280.00	$15,800.00	$17,324.00
Fire Haz Mat (3)	$1,692.00	$900.00	$735.00
Fire Pre-employment (2)	$2,502.00	$1,432.00	$1,258.20
Police Pre-employment (2)	$778.00	$418.00	$350.00

Non-sworn			
Pre-employment (75)	$21,150.00	$12,750.00	$12,675.00
Hepatitis Series (16)	$4,320.00	$3,072.00	$2,400.00
Audiograms (84)	$3,360.00	$2,352.00	$2,772.00
Respirator Test (1)	$45.00	$35.00	$60.00
CDL/Randoms (27)	$2,511.00	$2,025.00	$1,998.00
Substance Screen (64)	$5,824.00	$4.800.00	$4,352.00
Wellness HRA* (93)	$9,269.31	$11,625.00	$4,185.00
Flu Shots* (109)	$2,943.00	$2,834.00	$3,270.00
Thyroid* (77)	$654.50	$3,080.00	$5,754.21
PSA* (40)	$420.00	$1,600.00	$5,720.80
C-Reactive Protein* (78)	$3,042.00	$3,120.00	$5,440.50
Vitamin D* (80)	$5,240.00	$4,800.00	$21,013.60
Total	**$114,651.81**	**$81,523.00**	**$101,584.35**

✓ Indicates lowest responsible and responsive proposer.

City staff compared the pricing utilizing two methods. The first table illustrates the individual cost of each exam. The second table illustrates the cumulative total of the exams based on the number of each exam conducted last fiscal year. Of course there is no guarantee from one year to the next that the same number of examinations will be completed however, to determine a benchmark in which to compare costs and in using last year's examination numbers to do so, the responders' totals above provide a clear picture of the costs that might be expected in the coming year.

The exams in this proposal are mandatory with the exception of those asterisked, which are voluntary as a component of the City's wellness program. The wellness program evaluates the employee's overall health. These tests encourage employee awareness of health issues and may reduce future healthcare costs since health issues can to be identified as early as possible. The benefits of this program include the improvement of employee's general health and well being, which in turn should provide the City with lowered expenses in return, often in the form of better performing employees, and lower absenteeism and health care costs.

Recommendation:

The committee, made up of staff from Human Resources and the Fire Rescue Department, reviewed all proposals received for completeness and accuracy in accordance with the Request for Proposals document. Based on the submitted proposal information, the fees, organizational capacity and references, it is recommended that the City award the two-year contract (with an option for a third year) to Centegra Health System. Centegra will provide various examinations, annual physicals to the Fire Rescue Department staff, audiograms, wellness screenings and flu shots, and CDL/Random testing in a more cost-effective manner as shown by the table above. Centegra Health System has extensive experience in providing similar services for municipalities in Illinois and the City of Crystal Lake. Centegra Health System will be able to provide a team of occupational health professionals, who can meet the criteria necessary for our physical examination and testing needs, wellness screenings and CDL testing processes that are required by the City of Crystal Lake.

Votes Required to Pass: Simple Majority

The City of Crystal Lake Illinois

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute a two-year agreement, with an option for a third year, with Centegra Occupational Health, for Various Physical Examinations, Immunizations, Substance Screening, Annual On-site Wellness Screenings and Flu Shots, and CDL Drug/Alcohol Testing in the submitted proposal amounts.

DATED this at Crystal Lake, Illinois 10th day of September, 2015.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST

_____
Nick Kachiroubas, City Clerk

Passed:
Approved:

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Credit Card Merchant Services

Staff Recommendation: Motion to award the proposal for Credit Card Merchant Services to the lowest responsive, responsible proposer, Crystal Lake Bank & Trust Company/Fidelity National Information Services, Inc., and to adopt a resolution authorizing the City Manager to execute a three-year agreement, with optional two (2) one-year period extensions with Crystal Lake Bank & Trust Company/Fidelity National Information Services, Inc. in accordance with the submitted proposal.

Staff Contact: George Koczwara, Director of Finance

Background:

On June 22, 2015, the City opened proposals received for Credit Card Merchant Services. Merchant services support and process the City's credit card payments at the front counter, Three Oaks Recreation Area, and reloading parking cards at the Downtown Train Station.

The attached spreadsheet lists the nine submitted proposals. The following criteria were used for the ranking of the submitted proposals:

a) Experience and reliability.
b) Plan to implement the services outlined in the Request for Proposals document.
c) Any exceptions taken to the Scope of Work and/or Contract.
d) Percentages outlined on the pricing page.
e) References.

The City sought proposals for the cost of the credit card transaction process, equipment needs and software needs, and implementation fees. The City currently accepts credit cards for water bills, parking, court fines and fees, recreation fees, building permits, alarm fees, and other general fund revenues. The City will also purchase new credit card machines that will accept the Smart Chip credit cards and also accept near field communication payments (Apple Pay, Google Wallet).

Recommendation

The proposals have been reviewed for completeness and accuracy in accordance with the Request for Proposal documents. Staff compared the proposals submitted based on the set criteria and determined that Crystal Lake Bank & Trust Company/Fidelity National Information Services, Inc. met the necessary criteria, delivered the best value for the City of Crystal Lake and is the lowest responsive and responsible proposer.

Votes Required to Pass:

Simple Majority

Description of Fee	Crystal Lake Bank	Moneris	TSYS	Home State Bank	US Bank (Elavon)	CBMS	First Midwest Bank	Chase	Paymentus
Card Association Fees Fee for Visa	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	
Card Association Fees Fee for MC	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	
Card Association Fees Fee for Discover	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	Direct Pass Thru	
Processing Fee fee for Visa, MC, Discover	0.10%	0	0.25%	0.30%	0.15%	0.25%	0.26%	0.25%	0.00%
Authorization Fee Visa, MC, Discover	0.05	0.08	0.04	0.05	0.04	0.05	0.07	0.1	1.95
Monthly Maintence per account	3.95	5	0	8.95	5	0	5	10	0
Monthly PCI Fee per account	3.95	6.95	2.92	0	7	19.95	9.6	0	0
Paper Statement Fee	0	0	0	0	15	0	9	0	0
			Free online statements		Free online statements				
Batch Deposit	0.1	0	0	0	0	0.1	0	0	0
General Merchant ID									
	$ 468.92	$ 468.92	$ 468.92	$ 468.92	$ 468.92	$ 468.92	$ 468.92	$ 468.92	$ -
	$ 63.91	$ 53.36	$ 102.83	$ 100.05	$ 72.37	$ 109.60	$ 125.88	$ 142.85	$ 1,300.65
Monthly Fees	$ 7.90	$ 11.95	$ 2.92	$ 8.95	$ 27.00	$ 19.95	$ 23.60	$ 10.00	$ -
Total Monthly Fees	$ 540.73	$ 534.23	$ 574.67	$ 577.92	$ 568.29	$ 598.47	$ 618.40	$ 621.77	$ 1,300.65
Three Oaks Merchant ID									
1900 transactions @ $22.00 (Visa charges)	$ 355.54	$ 355.54	$ 355.54	$ 355.54	$ 355.54	$ 355.54	$ 355.54	$ 355.54	
1900 transactions @ $22 each	$ 80.77	$ 96.00	$ 99.67	$ 120.00	$ 79.00	$ 111.77	$ 137.73	$ 171.67	$ 1,300.65
Monthly Fees	$ 7.90	$ 11.95	$ 2.92	$ 8.95	$ 27.00	$ 19.95	$ 23.60	$ 10.00	$ -
Total Monthly Fees	$ 444.21	$ 463.49	$ 458.13	$ 484.49	$ 461.54	$ 487.26	$ 516.87	$ 537.21	$ 1,300.65
Pay By Phone Merchant ID									
2200 transactions @ $1.87 (Visa charges)	$ 295.66	$ 295.66	$ 295.66	$ 295.66	$ 295.66	$ 295.66	$ 295.66	$ 295.66	
2200 transactions @ $1.87 each	$ 66.97	$ 103.12	$ 57.60	$ 71.70	$ 55.18	$ 70.59	$ 96.51	$ 90.23	$ 373.81
Monthly Fees	$ 7.90	$ 11.95	$ 2.92	$ 8.95	$ 27.00	$ 19.95	$ 23.60	$ 10.00	$ -
Total Monthly Fees	$ 370.52	$ 410.73	$ 356.18	$ 376.31	$ 377.84	$ 386.20	$ 415.77	$ 395.89	$ 373.81
VX520 Terminal		$ 194.00	$ 325.00	$ 295.00	$ 425.00		$ 309.00	$ 355.00	$ 400.00
Ingenico iWL250 G Wireless									
Ingenico ICT 220	$ 295.00					$ 299.00			
Price for 9 credit card machines	$ 2,655.00	$ 1,746.00	$ 2,925.00	$ 2,655.00	$ 3,825.00	$ 2,691.00	$ 2,781.00	$ 3,195.00	$ 2,800.00
Total fees for 3 years (36 months)	$ 48,796.48	$ 50,704.04	$ 50,002.95	$ 51,793.67	$ 50,676.08	$ 52,989.15	$ 55,837.62	$ 55,975.01	$ 107,103.96
Credit Card Machine Costs	$ 2,655.00	$ 1,746.00	$ 2,925.00	$ 2,655.00	$ 3,825.00	$ 2,691.00	$ 2,781.00	$ 3,195.00	$ 2,800.00
Total Credit Card expense for 3 years	$ 51,451.48	$ 52,450.04	$ 52,927.95	$ 54,448.67	$ 54,501.08	$ 55,680.15	$ 58,618.62	$ 59,170.01	$ 109,903.96

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute a three-year agreement, with optional two (2) one-year period extensions with Crystal Lake Bank & Trust Company/Fidelity National Information Services, Inc. in accordance with the submitted proposal for Credit Card Merchant Services.

DATED this 15th day of September, 2015

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: 2015 Crack Sealing Program

Staff Recommendation: Motion to award the 2015 Crack Sealing Program bid to the lowest responsive and responsible bidder, Behm Pavement Maintenance, Inc., in the bid amount of $96,000.00, and adopt a resolution authorizing the City Manager to execute the contract with Behm Pavement Maintenance, Inc., allowing for a 10 percent contingency.

Staff Contact: Abigail Wilgreen, City Engineer

Background:

On September 4, 2015, bids received for the 2015 Crack Sealing Program were opened and publicly read. The City received two bids and the results are tabulated below.

Firm	*Amount of Bid*
Behm Pavement Maintenance, Inc. [1] Crystal Lake, IL	$96,000.00
SKC Construction, Inc. West Dundee, IL	$104,200.00

[1] Indicates Recommended Lowest Responsive and Responsible Bidder

The City has conducted sealing programs since 2012, and has found it to be a very cost-effective way to extend the usable life of the City's streets. As an example, roadways which were previously crack sealed exhibited much less distress during the harsh winter of 2014.

Specifications were mailed to various contractors and standard bid advertisement procedures were followed. Behm Pavement Maintenance has completed two previous crack sealing programs for the City. They were very professional and did an excellent job. This year, the City received very favorable bid prices for the project. The low bidder had a price of $0.48 per lineal foot of crack sealing, compared to previous years' low bids. The following table shows a comparison of low bid prices.

Bid Month and Year	*Low bid price per lineal foot of crack routing, cleaning, and sealing of cracks*
September 2015	$0.48
October 2014	$0.519
October 2013	$0.55

This project is included in the Fiscal Year 2015-15 budget.

Votes Required to Pass:
Simple majority

The City of Crystal Lake Illinois

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the contract with Behm Pavement Maintenance, Inc. for the 2015 Crack Sealing Program in the amount of $96,000.00. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this 15th day of September, 2015.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: September 15, 2015

APPROVED: September 15, 2015

2015 Crack Sealing Program
Bid Tab

Bids Opened: September 4, 2014
10:30 AM

Item #	Item	Unit	Approx. Quant.	Behm Pavement Maintenance		SKC Construction, Inc.	
				Unit Price	Unit Total	Unit Price	Unit Total
1	Routing, Cleaning, and Sealing Cracks	LF	200,000	$ 0.480	$ 96,000.00	$ 0.521	$ 104,200.00
Bid Totals		As Read		$	96,000.00	$	104,200.00
		As Calculated		**$**	**96,000.00**	**$**	**104,200.00**

Agenda Item No: 20

City Council
Agenda Supplement

Meeting Date: September 15, 2015

Item: Lift Station #11 Generator Replacement & Installation

Staff Recommendation: Motion to award the bid for Lift Station #11 generator replacement and installation to the lowest responsible, responsive bidder, Alternate Power, Inc., and adopt a resolution authorizing the City Manager to execute a service contract with Alternate Power, Inc., in the submitted bid amount, allowing for a 10 percent contingency.

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

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Background:

On August 21, 2015, the City of Crystal Lake publicly opened and read aloud the bids received for the Wastewater Division's Lift Station #11 Generator Replacement & Installation, located at 665 Oak Street. The breakdown of the bids received is as follows:

Bidder	Cost
√ Alternate Power Inc. McHenry, IL	$44,960
Shelby Electric Johnsburg, IL	$53,000
Volt Electric Inc Big Rock, IL	$59,483
Newcastle Electric Inc. Itasca, IL	$63,000
Associated Electrical Contractors LLC Woodstock, IL	$65,945

√ Indicates the lowest responsible and responsive bidder

Lift Station #11 currently has an ONAN 1977 50KW emergency generator in service. Recently, staff has experienced numerous issues with the unit causing extensive time and repair expenses. Repair parts for this generator are no longer available and there is no fuse protection between the

generator and Automatic Transfer Switch (ATS). Due to these items, City staff decided the best option is replacement of the existing generator and ATS.

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 recommended to award the bid to the lowest responsive and responsible bidder, Alternate Power Inc., for the replacement and installation of a new generator at Lift Station #11 in the bid amount of $44,960 and allow for a 10 percent contingency.

Votes Required to Pass:

Simple Majority

RESOLUTION

DRAFT

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a service contract for Lift Station #11 Generator Replacement and Installation with Alternate Power Inc., in the submitted bid amount, allowing for a 10 percent contingency.

DATED this 15th day of September, 2015.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: September 15, 2015

APPROVED: September 15, 2015