CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
May 16, 2017
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Oath of Office administered to City Councilmembers Cameron Hubbard**

5. **Proclamation – Public Works Week**

6. **Approval of Minutes – May 2, 2017 Regular City Council Meeting**

7. **Accounts Payable**

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

9. **Mayor's Report**

10. **City Council Reports**

11. **Consent Agenda**
    a. Moe-B-Dick's North Shore Pub, 1050 North Shore Drive – Special Event request to allow a washer tournament for Saturday, June 10, Saturday, August 5 & Saturday, September 9, 2017 from 12:00 p.m. to 8:00 p.m.

    b. Marine Corps League – Request to waive fees associated with the June 6, 2017 fishing derby at Three Oaks Recreation Area.

    c. Willow Creek Crystal Lake – Request to hold a special event at Three Oaks Recreation Area on Sunday September 10, 2017 from 12:00 p.m. to 5:00 p.m. with a rain date of Sunday, September 17, 2017.

12. **Parking Restrictions near Glacier Ridge Elementary.**

13. **Resolution endorsing the Metropolitan Mayors Caucus' Greenest Region Compact 2.**

14. **Capital Improvement Project Overview of Route 14 at Virginia Road and North Main Street.**

15. **Resolution authorizing the execution of an agreement with Foster Coach Sales, Inc. for the purchase of an ambulance.**

16. **Bid award and execution of an agreement with Meade, Inc. for 2017-2018 Traffic Signal Maintenance and Rejection of bids for the Fiscal Year 2017-2018 Traffic Signal Maintenance that were opened on April 7, 2017.**

17. Council Inquiries and Requests.

18. 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.

19. Reconvene to Regular Session.

20. 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: 11a

City Council
Agenda Supplement

Meeting Date: May 16, 2017

Item: Moe-B-Dick's North Shore Pub Special Event request to allow a washer tournament.

Recommendation: Motion to approve the issuance of a Special Event for Moe-B-Dick's North Shore Pub to allow a Washer Tournament, pursuant to the recommended conditions below.

Staff Contact: Michelle Rentzsch, Director of Community Development

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Background: Moe-B-Dick's (1050 North Shore Drive) has applied for a Special Event to allow a washer tournament to take place in the backyard of the subject property. This event has been approved annually since 2004.

The applicant is requesting permission to allow a washer tournament, which is an outdoor game similar to horseshoes, in the backyard of the Moe-B-Dick's property. The applicant would like permission to have the tournaments take place on Saturday, June 10, 2017, Saturday, August 5, 2017, and Saturday, September 9, 2017, from noon until 8:00 p.m.

In addition, the applicant is requesting permission to allow the tournament players to purchase alcohol inside of the bar and bring the beverages outside of the building to the backyard during the washer games. Please note the following information relative to the applicant's liquor license:

- Moe-B-Dick's Class "1" liquor license allows the retail sale of alcoholic liquor for consumption on the premises, interior only, as well as the retail sale of alcoholic liquor in the original package. Their license does not permit alcohol to be sold or served in an outside area.
- Moe-B-Dick's is located in a residential area. As this bar pre-existed the current liquor code, it is allowed to sell and serve alcohol in a predominantly residential section of the City.

If approved, the following conditions are recommended:

1) The approval is valid from noon to 8:00 p.m. on Saturday, June 10, 2017, Saturday, August 5, 2017, and Saturday, September 9, 2017.

2) This event must remain within the confines of the subject property only. No alcoholic beverages are allowed in any other area than the subject property and the backyard area where the games will be held.
3) Area roads must allow a minimum of 20 feet of access for fire apparatus. Parking is allowed on one side of the street only and signs must be posted near the event. Work with the Police Department to determine the location of the no parking zones.
4) Fire hydrants in the area must not be blocked by parking and signs posted.
5) Any junk or debris that may be created by the event must be cleaned up on a continuing basis.
6) Any other permits or requests for signs must be made through the Building Division.
7) The outdoor portion of the event in the backyard of the property must be separated from the adjacent lots by a temporary fence in order to maintain separation between patrons and the surrounding residential neighborhood.
8) The event and its associated customer parking must not interfere with any accessible parking spaces, emergency access (fire lanes), fire hydrants, or privately owned driveways.

The applicant has been made aware of these recommended conditions and advised to attend the May 16, 2017, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 11b

City Council
Agenda Supplement

Meeting Date: May 16, 2017

Item: Marine Corps League

Council Discretion: City Council Discretion

1) Motion to approve a waiver fees associated with their June 6, 2017 fishing derby event at the Three Oaks Recreation Area.

2) No action.

Staff Contact: Brad Mitchell, Assistant to the City Manager

Background:

For the last six (6) years, the Marine Corps League out of Woodstock has held their annual fishing derby event for local disabled/disadvantaged Veterans at the Three Oaks Recreation Area. This year, the Marine Corps League will hold their event at the Three Oaks Recreation Area on June 6, 2017. During the event, Members of the Marine Corps League and guest Veterans will utilize Three Oaks fishing boats to participate in a fishing derby out on the lake. Following the fishing derby, the event will conclude with food and drinks at the main pavilion.

City staff received a request from the Marine Corps League asking that all fees for this event be waived. The following is a breakdown of estimated fees for the event:

20 vehicles x $5:	$100.00
10 12' Rowboats:	$250.00
1 Electric Pontoon:	$35.00
Total:	**$385.00**

In the past, the City has waived fees for similar events including, overnight camps held by Boy Scout Troop 15, the Choctaw Girl Scout Service Unit, and the Operation Click Leprechaun Lunge.

Votes Required to Pass:

Simple majority vote of the City Council

Agenda Item No: 11c

City Council
Agenda Supplement

Meeting Date: May 16, 2017

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 10, 2017 with a rain date of Sunday, September 17, 2017.

Staff Contact: Brad Mitchell, Assistant to the City Manager

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 10, 2017 with a rain date of Sunday, September 17, 2017. From 2011 - 2016, 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. Also, similar to last year, the petitioner is requesting that general swimming be allowed from 3:00 p.m. to 5:00 p.m.

The petitioner is also requesting exclusive use of the picnic grove 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.
- It is anticipated that all parking will be accommodated onsite with the addition of the two new parking lots, but it is recommended that the Petitioner secure off-site parking for overflow parking, if needed. The petitioner should inform event attendees that off-site overflow parking is available once the Three Oaks parking lot reaches capacity. Also, encourage event attendees to carpool from the church.
- General swimming will take place between 3:00 p.m. and 5:00 p.m. If it is determined that additional guards are needed, the petitioner will compensate the City for additional lifeguard staff time.
- 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
Total Non-Refundable Fee	**$720**
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: 12

City Council
Agenda Supplement

Meeting Date: May 16, 2017

Item: Parking Restrictions near Glacier Ridge Elementary School

Staff Recommendation: Motion to adopt an ordinance enacting parking restrictions near Glacier Ridge Elementary School.

Staff Contact: Michael Magnuson, Public Works Director

Background:

A concern was brought to the City's Traffic Safety Committee by the Public Works Department regarding parking near Glacier Ridge Elementary School during the winter months. Parking from the school routinely spills over to the adjacent streets resulting in both sides of the street tightly parked with cars. During snow removal operations, this condition makes it difficult to plow the road and increases the probability of a snow plow striking and damaging a parked car. In addition, during investigation of this condition it was observed that cars park immediately adjacent to the crosswalks and stop bars, limiting visibility of pedestrians (see photos below.)





Public Works requested that the committee review the situation and implement parking restrictions to aid snow plowing operations.

The committee reviewed the matter and concurred that the parking congestion is problematic for snow plow operations. The proposed Ordinance restricts parking as follows:

- No parking 50 feet from Village Road on both sides of Kings Gate Lane and Moorland Lane.
- No parking on east side of Moorland Lane north of Village Road, 9:00 A.M. to 5:00 P.M. on school days from November 1st to April 30th. (Moorland Lane north of Village Road is the narrowest street in the subdivision)

The 50 foot restriction would provide two benefits. It would enforce parking restrictions adjacent to the crosswalk and stop bars that improve the visibility of pedestrians and it provides snow plow trucks the ability to turn onto these streets and straighten the truck before proceeding down the street.

The traffic safety committee met with the school administration and sent letters to residents in the area to ask for their feedback about the proposed restrictions. The school concurred with the above restrictions. Residents expressed concern about the overall school parking situation in the area, but none of the responses strongly opposed the proposed parking restriction.

Votes Required to Pass:
Simple majority

Proposed Parking Restrictions
Kings Gate Lane and Moorland Lane



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 park any vehicle on both sides of Kings Gate Lane between the intersection of Kings Gate Lane and Village Road and a point 50 feet south of the intersection of Kings Gate Lane and Village Road

SECTION II: That it shall be unlawful to park any vehicle on both sides of Moorland Lane between the intersection of Moorland Lane and Village Road and a point 50 feet south of the intersection of Moorland Lane and Village Road.

SECTION III: That it shall be unlawful to park any vehicle on the west side of Moorland Lane between the intersection of Moorland Lane and Village Road and a point 50 feet north of the intersection of Moorland Lane and Village Road.

SECTION IV: That it shall be unlawful to park any vehicle on the east side of Moorland Lane from 9:00 A.M. to 5:00 P.M. on school days from November 1st to April 30th of each year from the intersection of Moorland Lane and Village Road to the intersection of Moorland Lane and Williamsburg Lane.

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

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

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

DATED at Crystal Lake, Illinois, this 16th day of May, 2017.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Mayor

SEAL

ATTEST:

_____
City Clerk

PASSED: May 16, 2017

APPROVED: May 16, 2017

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: May 16, 2017

Item: Metropolitan Mayors Caucus' Greenest Region Compact 2

Staff Recommendation: Council Discretion
1) Motion to adopt a resolution endorsing the Metropolitan Mayors Caucus' Greenest Region Compact 2.
2) No Action

Staff Contact: Brad Mitchell, Assistant to the City Manager

Background:

On November 17, 2015, the City Council approved a resolution establishing the Sustainability Committee, which replaced the City's Ad Hoc Clean Air Counts Advisory Committee established in 2007. The Sustainability Committee was created for the purpose of continuing to assist the City of Crystal Lake in promoting environmental sustainability within the City. One of the functions established by the Committee was to provide recommendations for both short and long term cost-effective goals for the City of Crystal Lake to become more sustainable. The Sustainability Committee has opted to utilize the Metropolitan Mayors Caucus' Greenest Region Compact 2 as a framework for identifying efforts to continue to make the City of Crystal Lake more sustainable. The Committee is recommending that the City Council approve the attached resolution officially endorsing the Metropolitan Mayors Caucus' Greenest Region Compact 2 program. By endorsing the program, the City would not be obligated to meet any goals or make any financial commitment.

The Greenest Region Compact 2 was created by the Metropolitan Mayors Caucus following the end of the Clean Air Counts program to assist Chicago-area cities and towns to expand and strengthen their efforts to protect the environment. The Greenest Region Compact 2 offers a framework to guide communities of all sizes and strengths to assess their current efforts; develop a sustainability plan suited to local priorities; and resources to help them succeed. This framework is supported by extensive research and collaboration and builds on environmental sustainability work done by the Caucus and its many members and partners. As part of the framework, ten categories are addressed including: climate, economic development, energy, land use, leadership, mobility, municipal operation, sustainable communities, waste and water. Within each of these categories are goals of interest to all communities that are aligned with important regional, national and global goals. It should be noted

that this program is designed to allow communities to assess their current initiatives, select suitable goals and actions, and tailor objectives and strategies to their needs, without any monetary commitment from participating communities. In McHenry County, the Villages of Algonquin, Cary and Island Lake, and the McHenry County Council of Governments have adopted a resolution endorsing the Greenest Region Compact 2.

The Greenest Region Compact 2 framework will guide the City's Sustainability Committee in establishing sustainability goals and recommendations for the City. The Committee will identify goals that will fit within the priorities of the City and offer an enhanced quality of life for Crystal Lake residents. The Committee will continue to work with City staff on determining goals that are appropriate and cost-effective, and provide recommendations to the City Council for implementation of any projects, policies, programs and initiatives. Through the City's efforts by participating in the past Clean Air Counts program, the City has already achieved some goals listed in the Greenest Region Compact 2. Also, by being a participant of the Metropolitan Mayors Caucus' Greenest Region Compact 2, the Committee will have additional resources to identify federal/state/local environmental grants for the City of Crystal Lake, which is one of the duties of the Committee.

Votes Required to Pass:

Simple majority of City Council present

DRAFT

RESOLUTION

WHEREAS, the Metropolitan Mayors Caucus provides a forum for the chief elected officials of the Chicago region to develop consensus and act on common public policy issues and multi-jurisdictional challenges; and

WHEREAS, the Metropolitan Mayors Caucus' participating Mayors and their communities have a history of environmental stewardship, from energy efficiency, water conservation, urban forestry, and participation in Clean Air Counts; and

WHEREAS, it is important for Mayors and local governments throughout the United States to take leadership roles to advance sustainability both in their own communities and in concert with regional, national and global initiatives; and

WHEREAS, the Metropolitan Mayors Caucus created the Greenest Region Compact 2 to address environmental sustainability issues of global importance at the local level; and

WHEREAS, the Greenest Region Compact 2, also called the GRC2, is built on important environmental initiatives already underway in communities, in partnership with many non-profit, state, regional and national organizations; and

WHEREAS, the GRC2 synthesizes sustainability goals already adopted by leading communities in the region; and these consensus goals align with common regional, state, national and global objectives; and

WHEREAS, the GRC2 offers a companion Framework to guide communities of all sizes and strengths to assess their current efforts; develop a sustainability plan suited to local priorities; and will offer resources to help them succeed; and

WHEREAS, the consensus goals of the Greenest Region Compact 2 will guide coordinated efforts toward enhanced quality of life for residents; protection and stewardship of the environment and sustainable economic vitality.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE endorses the Greenest Region Compact 2 proposed by the Metropolitan Mayors Caucus and agrees to work to achieve them, both in their own communities and in collaboration throughout the region.

DATED this 16th day of May, 2017.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: May 16, 2017
APPROVED: May 16, 2017

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: May 16, 2017

Item: Capital Improvement Project Overview of Route 14 at Virginia Road and North Main Street

Staff Recommendation: Information Only

Staff Contact: Abigail Wilgreen, City Engineer

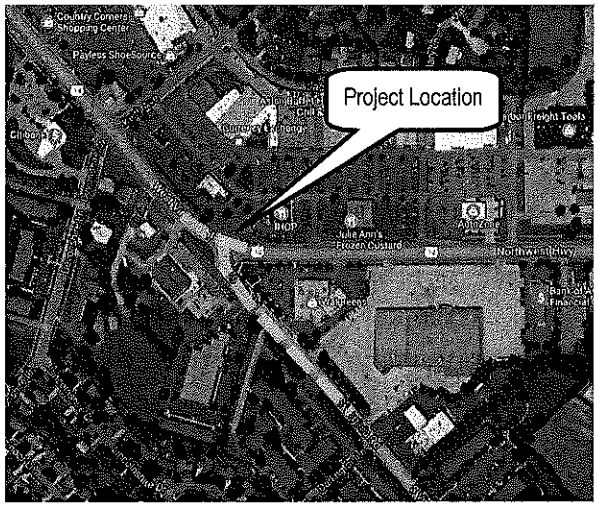
Purpose

The purpose of this presentation is to provide an update to the City Council regarding the capital improvements for Route 14 at Virginia Road and North Main Street.

Background

Route 14 at Virginia Road

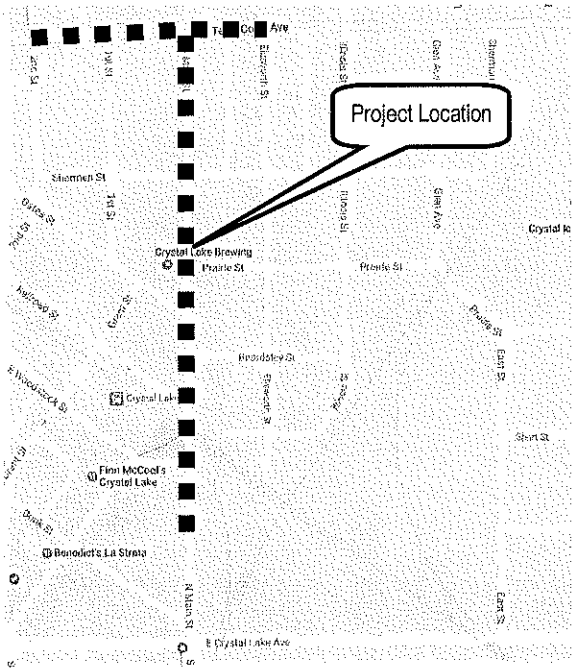
- Project Scope
  - Add additional left turn lane on Virginia Road
  - Add right turn lane on Route 14 going eastbound
  - Traffic signal modernization
  - Resurfacing within project limits
  - Pedestrian accommodations at intersection and bike lanes with restriping along Virginia Road to connect to Prairie Path
- Cost
  - Submitted grant application for CMAQ funding for construction and construction engineering
  - Award announcement in fall of 2017
  - County funding participation for engineering approved



- Anticipated Schedule
  - Preliminary engineering under review by IDOT
  - Design engineering expected to commence in June
  - Construction anticipated in summer of 2018
- No right-of-way or easements required

North Main Street

- Project Limits
  - Route 176 to south of Woodstock Street
- General Project Scope
  - New traffic signal at N. Main Street and Route 176
  - Resurfacing and widening
  - Upsized water main
- Project Scope – Route 176 at N. Main Street
  - Extend existing eastbound thru lane which becomes an eastbound right turn lane at N. Main Street
  - Widening and resurfacing along Route 176 to the north to minimize impacts to homes along south side of Route 176
  - Addition of northbound left turn lane on N. Main Street at Route 176
  - New sidewalk along south side of Route 176, east of N. Main Street



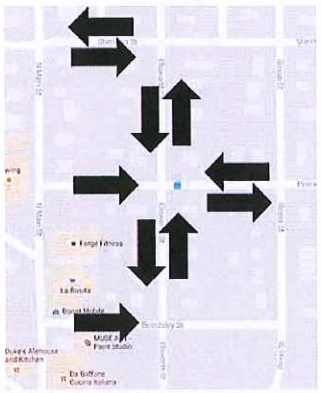
- Project Scope – N. Main Street between Prairie Street and Route 176
  - Resurfacing
  - Addition of center turn lane to accommodate safe center median for residents access to driveways with no widening to minimize impacts to existing trees.
  - Existing 4-hour parking on the west side of street changed to no parking anytime
  - Realign Sherman Street
  - Add southbound left turn lane at Prairie Street
  - Evaluating water main replacement
- Project Scope – N. Main Street south of Woodstock Street to Prairie Street
  - Resurfacing
  - Consolidation of pedestrian crossings based upon results for pedestrian study that counted number of pedestrians during a Saturday evening
- Sight Line Concern at Prairie Street and N. Main Street
  - Existing vehicle sight lines are restricted when turning from westbound Prairie Street onto southbound N. Main Street
  - Various measures completed to date:
    - ✓ Removal of 1 parking stall along N. Main Street, south of Prairie Street
    - ✓ Sign installation and enforcement eliminating truck, van and SUV parking in remaining 3 parking spaces south of Prairie Street

✓ Provided educational material to nearby business to direct people to free parking lots.

- Various options explored to further remedy sight line concern:
  - ✓ Option 1: Relocate existing parking stalls from west side of N. Main Street to east side of N. Main Street. *Not recommended due to inability to add southbound left turn lane from N. Main Street to Prairie Street*
  - ✓ Option 2: Creation of one-way streets in surrounding area. *Not recommended as it directs traffic to residential streets such as Ellsworth Street and Sherman Street*
  - ✓ Option 3: Restrict left turns from Prairie Street and Beardsley Street during peak hours. *Not recommended as it directs traffic to residential streets such as Ellsworth Street and Sherman Street*
  - ✓ Option 4: Extend the eastern curb line at the southeast corner of N. Main Street and Prairie Street which would move the vehicle stop bar farther west. *Staff recommendation*



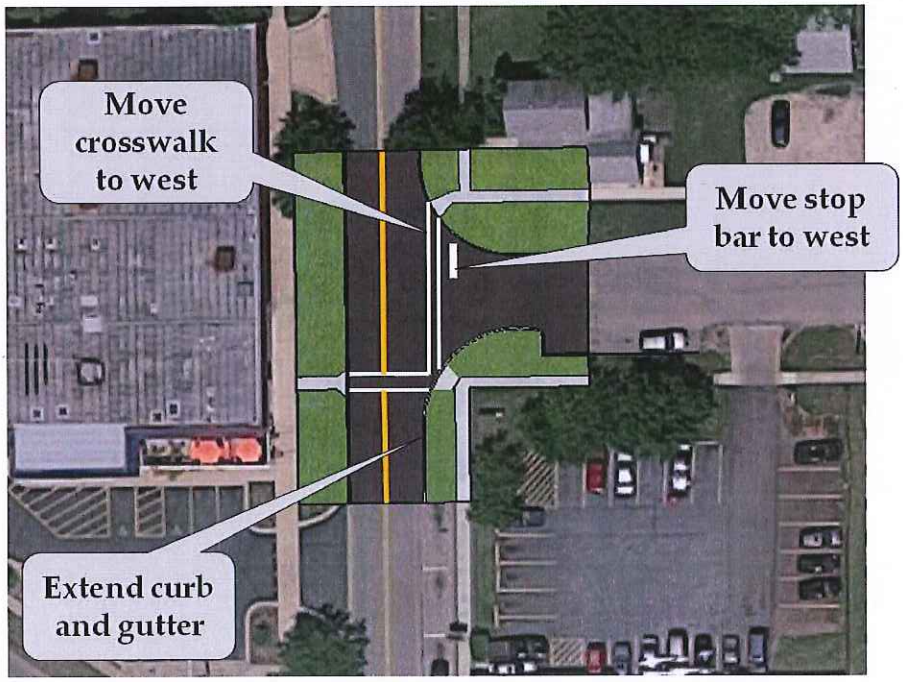
OPTION 1
Not recommended



OPTION 2
Not recommended

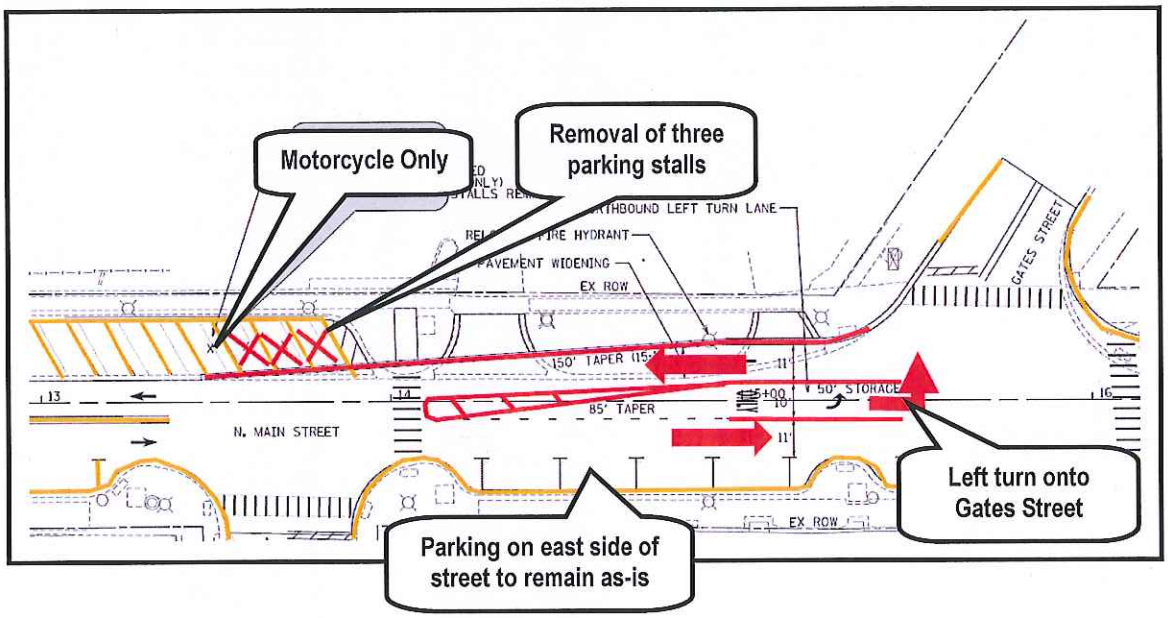


OPTION 3
Not recommended



OPTION 4
Staff recommendation

- Council Decision Point
  - Addition of short northbound designated left turn lane from N. Main Street onto Gates Street
    - ✓ Would require widening to west which would eliminate 3 parking spaces and change 1 parking space to motorcycles only.
    - ✓ This northbound left from N. Main Street onto Gates Street is currently a heavy movement which would be reduced with the installation of the traffic signal at N. Main Street and Route 176



- Anticipated Schedule
  - Preliminary engineering underway
  - Public meeting late summer or early fall
  - Construction anticipated in 2020, after completion of the Crystal Lake Avenue at Main Street intersection improvement

Votes Required to Pass:
Information Only

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: May 16, 2017

Item: Ambulance Replacement

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an agreement with Foster Coach Sales, Inc. for the purchase of one (1) ambulance in the amount of $184,048 through the Suburban Purchasing Cooperative Program.

Staff Contact: Paul DeRaedt, Fire Rescue Chief

Background:

Ambulance Purchase

The FY 2017-2018 Fire Rescue Budget includes funds for the replacement of an ambulance. As members of the Suburban Purchasing Cooperative Program (SPC), the City is able to take advantage of the cooperative's leveraged contracts. This program allows members to combine purchasing power, which enables significant cost reductions.

All items that are bid through the SPC follow the same State public procurements statutes that the City follows for a competitive, sealed bidding process. An SPC committee created the specifications for the ambulance. Once the sealed bids were opened, the SPC Purchasing Advisory Committee, made up of municipal purchasing agents, reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The SPC awarded the bid for a Type III Horton Ambulance to Foster Coach Sales, Inc.

Prior to making this recommendation, staff reviewed the bid submitted by Foster Coach Sales, Inc. and determined the bid for the Type III Horton Ambulance best met the needs of the Fire Rescue Department. Foster Coach was awarded the bid for all of the current Department's ambulances. As part of the review process, staff met with Foster Coach Representatives to finalize the configuration of the ambulance to City standards. The price for the proposed configured City ambulance is less than the SPC bid price because staff exercised fiscal responsibility to remove certain options that were included as part of the original SPC bid.

The Fire Rescue Department has established an ambulance life cycle in order to provide reliable emergency medical transportation. The established life cycle places an ambulance in front-line service for four years followed by two years in reserve/call-back service.

Ambulance 350 (9541), a 2010 Ford, is designated for replacement in FY 2017/2018. At the time of retirement, the ambulance is anticipated to have over 82,000 miles, 6,000 engine hours, and 8 years of service. The ambulance is being replaced with a 2017 Ford, Type III ambulance.

Recommendation:

After careful examination, it is staff's recommendation to authorize the City Manager to purchase a new Type III Horton Ambulance from Foster Coach Sales, Inc. through the Suburban Purchasing Cooperative in the total amount of $184,048.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and is hereby authorized and directed to execute, and the City Clerk is hereby directed to attest, an agreement with Foster Coach Sales, Inc. through the Suburban Purchasing Cooperative for the purchase of a new Type III Horton Ambulance in the total amount of $184,048.

Dated this 16th day of May, 2017.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation

By:_____
Mayor

SEAL
ATTEST:

_____
City Clerk

PASSED: May 16, 2017
APPROVED: May 16, 2017

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: May 16, 2017

Item: FY 2017-2018 Traffic Signal Maintenance Contract Bid Award

Staff Recommendation: 1. Motion to reject all bids for the Fiscal Year 2017-2018 Traffic Signal Maintenance opened on April 7, 2017.
2. Motion to award the bid opened on May 8, 2017 for the Fiscal Year 2017-2018 Traffic Signal Maintenance Program to the lowest responsive and responsible bidder, Meade, Inc., in the bid amount of $68,877.83, and adopt a resolution authorizing the City Manager to execute the contract with Meade, Inc., allowing for a 10 percent contingency and authorizing the City Manager to grant up to two one-year extensions to the contract.

Staff Contact: Abigail Wilgreen, City Engineer

Background:
The City is responsible for maintaining and repairing traffic signals for 33 intersections as well as 5 rectangular rapidly flashing beacons (RRFB) for pedestrian crossings. The City maintains and repairs these traffic signals using qualified traffic signal maintenance contractors, and funds these activities using Motor Fuel Tax funds.

The City initially opened bids for the Fiscal Year 2017-2018 traffic signal maintenance contract on April 7, 2017. The results of the bids are as follows:

Contractor	*Amount of Bid*
H&H Electric Company, Inc. Franklin Park, IL	$113,394.99
Meade, Inc. McCook, IL	$117.936.00

However, these prices were more than what the City budgeted for Traffic Signal Maintenance for Fiscal Year 2017-2018. After exploring several options, City staff decided to revise the scope of services in the bid based upon experience from previous years and conduct another round of bidding for the Traffic Signal Maintenance Program.

On May 8, 2017, the City opened bids for the Fiscal Year 2017-2018 traffic signal maintenance contract. The results of the bid are as follows:

Contractor	*Amount of Bid*
Meade, Inc. [1] McCook, IL	$68,877.83
H&H Electric Company, Inc. Franklin Park, IL	$84,404.23

[1] Indicates the lowest responsive, responsible bidder.

Meade has been the traffic signal maintenance contractor for the City since 2008 and understands the City's system and maintenance and repair needs. Meade is very familiar with the condition of the City's equipment and has provided superior service to the City. Meade also performs traffic signal maintenance in the Chicago-land area for all State of Illinois traffic signals. Meade is also the low bidder for the Fiscal Year 2017-2018 Street Light Maintenance Contract.

The City followed all standard bid advertisement procedures and seven IDOT prequalified contractors were notified during both bid advertisements. A limited number of IDOT prequalified contractors have a presence in McHenry County for this type of work.

The contract period is for one year, with the option by the City to extend the contract up to two additional years at the same prices. The City has budgeted $85,000 in Fiscal Year 2017-2018 for traffic signal maintenance and repair.

Votes Required to Pass:
Simple majority by City Council

The City of Crystal Lake Illinois

DRAFT

R E S O L U T I O N

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute an agreement with Meade, Inc. for the maintenance of traffic signals under City jurisdiction in the amount of $68,877.83. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

BE IT FUTHER RESOLVED that the City Manager is authorized to execute up to two one-year extensions of the agreement for maintenance of traffic signals under City jurisdiction.

DATED this 16th day of May, 2017.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Mayor

SEAL

ATTEST:

_____
City Clerk

PASSED: May 16, 2017

APPROVED: May 16, 2017