CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
July 17, 2018
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – June 19, 2018 Regular City Council Meeting**

5. **Accounts Payable**

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

7. **Mayor's Report**

8. **City Council Reports**

9. **Consent Agenda**
   a. Crystal Lake Teen Center (The BREAK), 6292 Northwest Highway – Temporary Class "19" Liquor License request for an Oktoberfest fundraising event to be held on September 15, 2018.

   b. Downtown Crystal Lake/Main Street – Special Event Approval for a Gazebo Dinner Fundraiser; and Class 16 Temporary Liquor License Request, for September 6, 2018, in the gazebo in Depot Park; and waiver of the application fees.

   c. Copley Annexation Agreement reconsideration - request to be continued to the October 2, 2018 regular City Council meeting.

   d. Designation and Auction Sale of Surplus Property.

10. **234 Second Street – Variation to provide an enclosed parking space; and Special Use Permit for a home occupation that is located in an accessory structure.**

11. **Rezone to Residential Office at various locations between Woodstock St. and Crystal Lake Ave.**

12. **UDO Text Amendment to allow Photography Studios as a permitted use in the M-Manufacturing zoning district.**

13. Woodlore Estates – Phase 2A Final Plat of Subdivision; and approval of the Plat of Vacation and Dedication within the subdivision.

14. Crystal Lake Gas Inc. (Marathon), 770 S. Virginia - City Code Amendment to increase the number of Class "13" Liquor Licenses from the current permitted 29 to 30 licenses.

15. Carlos Mexican Grill 3, 282 W. Virginia - City Code Amendment to increase the number of Class "28" Liquor Licenses from the current permitted 15 to 16 licenses and to increase the number of Video Gaming Licenses from the current permitted 15 to 16 licenses.

16. Resolution authorizing the execution of a one-year lease agreement with Lou Street Lockup for the property located at 6210 Lou Street.

17. Residential/Small Business Electrical Aggregation RFP.

18. Resolution adopting a City Traffic Calming Policy.

19. Resolution appropriating Motor Fuel Tax funds for the Route 14 and Virginia Road Intersection Improvement.

20. Small Wireless Facilities Deployment Act – Ordinance providing for the regulation of and application for small wireless facilities; adoption of the Template Pole Attachment Agreement; and Adoption of the Small Wireless Facilities Permit Application.

21. Resolution authorizing the approval and execution of an agreement with Genuine Parts Company/NAPA Integrated Business Solutions for Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions; and the approval and execution of an Assignment Agreement with Motor Parts & Equipment Corporation.

22. Resolution authorizing payment of the annual Illinois Environmental Protection Agency Pollution Discharge Elimination System (NPDES) Permit Fees.

23. Council Inquiries and Requests.

24. 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.

25. Reconvene to Regular Session.

26. Adjourn.

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

Agenda Item No: 9a

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: Temporary Liquor License – Crystal Lake Teen Center (aka The BREAK), 6292 Northwest Highway

Staff Recommendation: Motion to approve issuance of a Class "19" Temporary Liquor License to the Crystal Lake Teen Center

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from the Crystal Lake Teen Center (aka The BREAK), 6292 Northwest Highway, for the issuance of a Class "19" Temporary Liquor License in order to sell beer, wine and alcoholic liquor drinks at their Oktoberfest Fundraiser at Main Beach on Crystal Lake on Saturday, September 15, 2018 from 6:00 to 10:00 p.m. At their April 19, 2018 meeting, the Park District Board approved the request to hold the fundraiser at Main Beach. The City Council previously granted a Temporary Liquor License for this event in 2013, 2014, 2015, 2016 and 2017.

Section 329-5-P of the City Code permits the issuance of a Class "19" Temporary Liquor License for the retail sale of beer, wine and alcoholic liquor drinks for consumption upon the premises specified in the license where sold. The license shall be issued to not-for-profit corporations, including municipal 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: 9c

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: Motion to Reconsider - Continuation

Recommendation: Motion to continue the Copley Annexation Agreement reconsideration request to the October 2, 2018 City Council meeting.

Staff Contact: Michelle Rentzsch, Community Development Director

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Background:

At the September 20, 2016 regular City Council meeting, there was a motion to reconsider the Copley Annexation Agreement. That motion was tabled and continued to the October 18, 2016 regular City Council meeting and was subsequently continued to the July 17, 2018 City Council meeting.

It is requested that this item be continued to the October 2, 2018 City Council meeting to allow both parties time to review the Annexation Agreement.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 9d

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: Designation and Auction Sale of Surplus Property

Staff Recommendation: Motion to Adopt a Resolution:

1. Designating the items identified in Exhibit "A" as surplus property, and
2. Authorizing the City Manager to execute an agreement with Obenauf Auction Service, Inc. for the sale of City surplused property, and
3. Donation of bicycles currently being held in the Crystal Lake Police Department storage facility that are no longer of evidentiary value and/or are considered, by law, to be abandoned property, and
4. Authorizing surplus items not sold, donated, or whose proposed auction price is less than a scrap price, be scrapped in accordance with the City's scrap metal policy.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

The Public Works Department coordinates the selling of surplus City equipment. A list of property proposed as surplus, to be sold through a public online bidding process or brokerage sale, is attached as Exhibit "A". Exhibit "A" identifies a list of surplus non-utilized pieces of equipment, which have been compiled by the Administration, Public Works, IT, Police, and Fire Rescue Departments, as well as Three Oaks Recreation Area. The designation of equipment as surplus and subsequent auction sales of equipment provides the following benefits to the City:

1) Designating equipment as surplus allows the City the ability to make space available currently occupied by the non-utilized equipment.
2) Partnerships with auction firms minimizes the costs and time required to sell the equipment through a bidding process. These costs include advertising, publishing legal notification, and staff time required to show the vehicles and equipment. The associated cost to the City by utilizing Obenauf Auction Service, Inc. is a 3% commission for all items sold.

3) Participation in auction sales provides an additional avenue for the sale of the surplus equipment and vehicles to increase the likelihood that the City will maximize its return on the sale of the items.

The items on Exhibit "A" will be sold through auction through the City's broker, Obenauf Auction Service, Inc. The listed bicycles, however, are recommended to be donated to in accordance with the Law Enforcement Disposition of Property Act (765 ILCS 1030/3, Section 3).

The Police Department is requesting approval to donate 56 bicycles currently being held in the Crystal Lake Police Department storage facility. The bicycles are acquired by the Police Department when they are lost, stolen or abandoned and the owner cannot be located. The bicycles are no longer of evidentiary value and/or are considered, by law, to be abandoned property. Such a donation is allowed by the Law Enforcement Disposition of Property Act (765 ILCS 1030/3, Section 3), providing the following criteria are met:

- It is determined that the interests of the public would be best served
- The item donated is worth less than $100
- The donation is approved by the governing body of which the law enforcement agency is a part
- The charitable organization is currently registered in the State of Illinois

The Police Department believes donating the bicycles to the local chapter of Goodwill, a registered charitable organization, would benefit the local community. Because of the limited value of the bicycles, it would cost the City more in labor to dispose of the bicycles through auction.

Recommendation:

It is the recommendation of staff to designate the items in Exhibit "A" as surplus and authorize the City Manager to execute agreements with Obenauf Auction Service, Inc. for the sale of most of the surplus items through a public online bidding process administered by Obenauf with a 3% sales commission for all items sold and other brokerage firms for specialty items. It is also the recommendation of staff to approve the donation of the listed 56 bicycles to Goodwill.

Votes Required to Pass:

Simple majority

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE THAT

1. The items identified on Exhibit "A" be and are hereby designated as surplus; and
2. The City Manager is hereby authorized and directed to execute an agreement with Obenauf Auction Services, Inc. for auction services pertaining to items listed on "Exhibit A" for a 3% sales commission; and
3. The City Manager is hereby authorized and directed to execute an agreement with Goodwill for the donation of bicycles where donations to a local charitable organization would be in the best interests of the City; and
4. Any items not sold or whose proposed auction price is less than a scrap price, be scrapped in accordance with the City's scrap metal policy.

DATED this 17th day of July, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL
ATTEST

_____
CITY CLERK

PASSED: July 17, 2018
APPROVED: July 17, 2018

DRAFT

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request:
1. Variation from Article 4-200(D)(4), the requirement to provide an enclosed parking space to allow for the detached garage to be converted to an office.
2. A Special Use Permit for a home occupation that is located in an accessory structure.

Petitioner: Jeff & Julie Humphrey, petitioner
234 Second Street

PZC Recommendation: Motion to approve the PZC recommendation for a variation from the requirement to provide an enclosed parking space and a Special Use Permit for a home occupation that is located in an accessory structure at 234 Second Street.

Staff Contact: Michelle Rentzsch, Director of Community Development
Kathryn Cowlin, Planner

Background:

- The subject property is single-family home with a one-car detached garage.
- The detached garage was converted into an office space, therefore, a variation from the UDO is required since an enclosed parking space is no longer provided.
- UDO Requirements: Home occupation is a limited use in the R-2 zoning district if all of the specific criteria can be met. A special use permit is required if the criteria cannot be met.
- Request: The petitioner is requesting a variation from the requirement to provide an enclosed parking space and a special use permit for a home occupation.

PZC Highlights:

- The PZC agreed that the size of the garage on an original city lot created the hardship for the enclosed parking space.
- The PZC discussed the home occupation and that the use does not have any employees and has few customers that visit the home.

- The PZC stated that the Findings of Fact had been met.

The PZC recommended **approval (5-0)** 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 (Humphrey, dated 05/04/18, received 05/04/18)
   B. Plat of Survey (received 05/04/18)
   C. Sketch of garage (Humphrey, dated 05/04/18, received 05/04/18)

2. The detached garage cannot be used as living quarters. Record an affidavit with the McHenry County Recorder's Office by August 1st, 2018, so future property owners are aware of this condition.

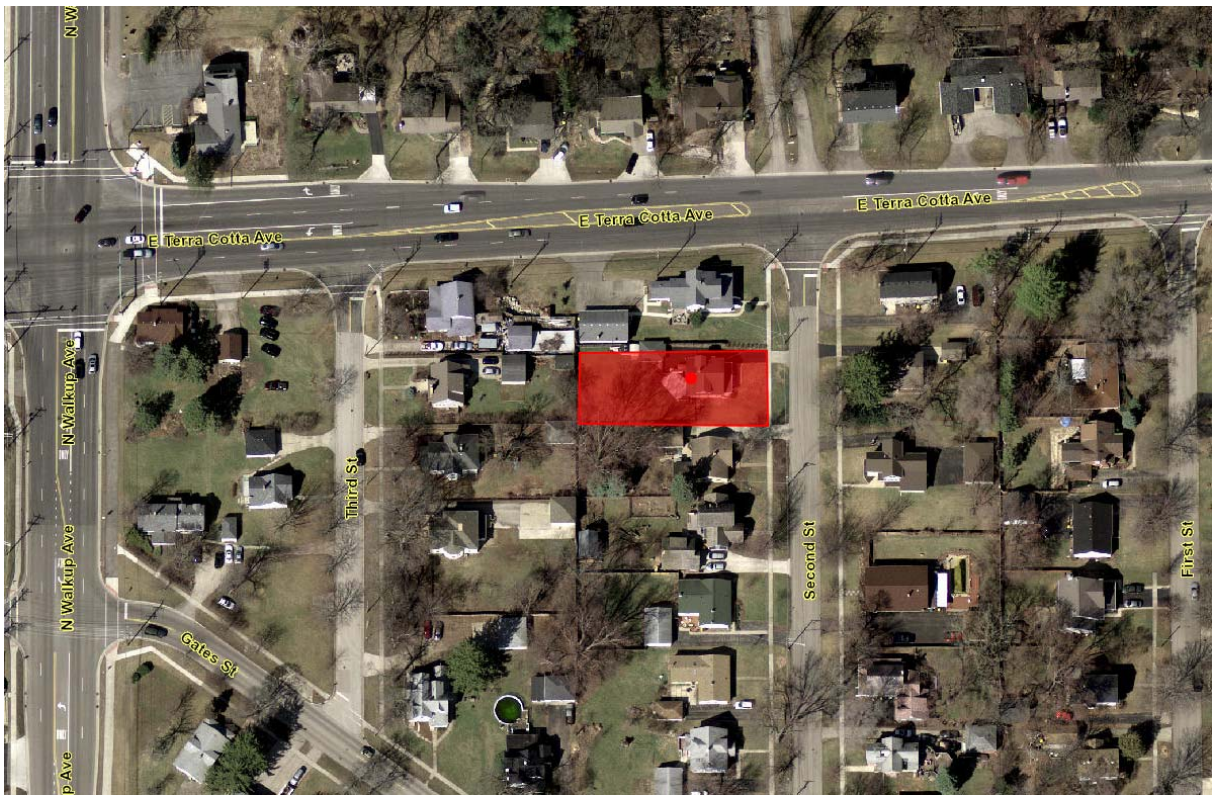
3. Any signage must comply with the UDO residential signs regulations.

4. The petitioner shall address all of the review comments and requirements of the Community Development Department.

Votes Required to Pass: A simple majority vote.

2018-25 Humphrey – 234 2nd St – Special Use Permit, Variation





Ord. No. ……
File No. ….

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A VARIATION AND SPECIAL USE PERMIT AT 234 SECOND STREET

WHEREAS, pursuant to the terms of the Application (File #2018-25) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from Article 4-200(D)(4), the requirement to provide an enclosed parking space to allow for the detached garage to be converted to an office, and a Special Use Permit for a home occupation that is located in an accessory structure; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 1, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on June 20, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Simplified Residential Variation; and

WHEREAS, on June 20, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed Simplified Residential Variation be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2018-25, dated as of June 21, 2018; and

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

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

SECTION I: That a Simplified Residential Variation be granted from the Unified Development Ordinance Article 4-200(D)(4), the requirement to provide an enclosed parking space to allow for the detached garage to be converted to an office, and a Special Use Permit for a home occupation that is located in an accessory structure at the property at 234 Second Street (14-32-427-009), Crystal Lake, Illinois.

SECTION II: That the Variation and Special Use Permit be granted with the following conditions:

DRAFT

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Humphrey, dated 05/04/18, received 05/04/18)
   B. Plat of Survey (received 05/04/18)
   C. Sketch of garage (Humphrey, dated 05/04/18, received 05/04/18)

2. The detached garage cannot be used as living quarters. Record an affidavit with the McHenry County Recorder's Office by August 1st, 2018, so future property owners are aware of this condition.

3. Any signage must comply with the UDO residential signs regulations.

4. The petitioner shall address all of the review comments and requirements of the Community Development Department.

SECTION III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the granting of a Simplified Residential Variation and 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.

DRAFT

DATED at Crystal Lake, Illinois, this 17th day of July, 2018.

Ord. No. ……
File No. ….

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: July 17, 2018
Approved: July 17, 2018

DRAFT

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: A comprehensive rezone to Residential Office.

PZC Recommendation: Motion to approve the PZC recommendation for a comprehensive rezone to Residential Office at various locations between Woodstock Street and Crystal Lake Avenue along Walkup Avenue and Minnie Street.

Staff Contact: Michelle Rentzsch, Director of Community Development
Kathryn Cowlin, Planner

Background:

- The Residential Office zoning district was reinstated in the UDO in December 2017 to help accommodate the existing mix of residential/offices uses in this unique area of downtown. City staff reached out to the property owners within downtown along Walkup Avenue, Crystal Lake Avenue, Woodstock Street and Minnie Street regarding rezoning to the RO zoning district. The property owners who wished to be included are represented by City staff in the comprehensive rezoning.
- The area between Woodstock Street and Crystal Lake Avenue along Walkup Avenue is a mix of office and residential land uses. The residential and office character of the area provides a buffer between the bustling downtown and the residential neighborhoods.
- The subject properties are currently zoned Office and one property is zoned R-3B Multi-Family Residential.
- The subject properties have a mix of office and residential uses. The rezoning would make the properties conforming land uses.
- Request: To rezone the subject properties to Residential Office.

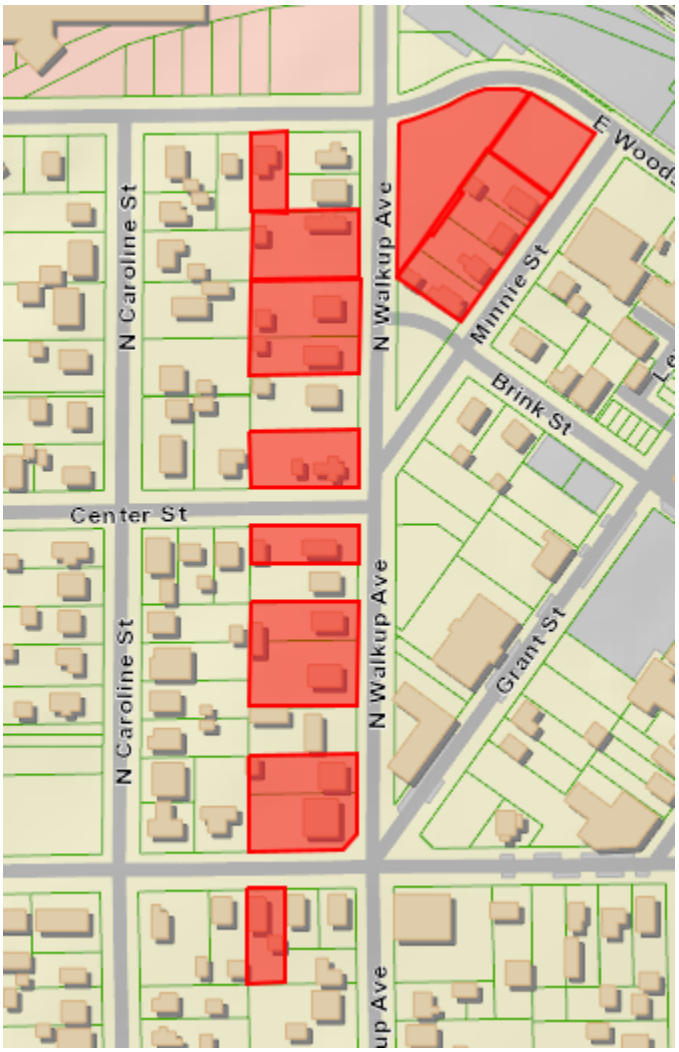
PZC Highlights:

- The PZC stated the RO zoning district would be a good fit for the area.
- The PZC stated that the Findings of Fact had been met.

The PZC recommended **approval (5-0)** of the rezoning to Residential Office at various locations along Minnie Street and Walkup Avenue between Woodstock Street and Crystal Lake Avenue.

Votes Required to Pass: A simple majority vote.

2018-26 Comprehensive Rezoning to “R-O” District





Ord. No. ……
File No. ….

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING REZONING FOR PROPERTIES ALONG WOODSTOCK ST, WALKUP AVE, MINNIE ST & CRYSTAL LAKE AVE

DRAFT

WHEREAS, pursuant to the terms of an Application (File #2018-26) before the Crystal Lake Planning and Zoning Commission, the Applicants have requested Rezoning from "O" Office and "R-3B" Multi-Family Residential to "R-O" Residential Office; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 2, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on June 20, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed rezoning; and

WHEREAS, on June 20, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed rezoning be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2018-26, dated as of June 21, 2018; and

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

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

Section I: That the following described property be and same is rezoned from "O" Office and "R-3B" Multi-Family Residential to "R-O" Residential Office at the properties legally described as follows:

THE NORTH 172.5 FEET OF THE WEST 60 FEET OF THE EAST HALF OF LOT 1, THE SOUTH 27.5 FEET OF THE EAST HALF OF LOT 1, LOT 2, THE NORTH HALF OF LOT 5, THE NORTH 66 FEET OF THE SOUTH HALF OF LOT 5, THE SOUTH 132 FEET OF LOT 6 ALL IN

BLOCK 1; AND THE NORTH 99 FEET OF LOT 1, THE SOUTH 66 FEET OF LOT 1, THE NORTH 115.5 FEET OF LOT 4 AND LOT 5 ALL IN BLOCK 6 IN WALKUP'S ADDITION TO NUNDA, BEING A SUBDIVISION OF PART OF THE WEST HALF OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 44 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 9, 1874, IN BOOK 55 OF DEEDS, PAGE 516, IN MCHENRY COUNTY, ILLINOIS.

PINS: 14-32-454-023, 14-32-454-017, 14-32-454-018, 14-32-454-019, 14-32-454-021, 14-32-457-010, 14-32-457-012, 14-32-457-013, 14-32-457-015, 14-32-457-017

ALSO,

LOTS 1, 2, 3, 4, 7, 8, 9, 10, 11, 12 AND PART OF LOT 6 LYING SOUTH OF WOODSTOCK STREET, IN BLOCK 10 OF THE ORIGINAL PLAT OF NUNDA, EXCEPT THAT PART OF THE ABOVE LOTS THAT IS DEDICATED AS RIGHT-OF-WAY, A SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 44 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 13, 1868, IN BOOK 43 OF DEEDS, PAGE 296, IN MCHENRY COUNTY, ILLINOIS.

PINS: 14-32-477-001, 14-32-477-002, 14-32-477-003, 14-32-477-004, 14-32-477-005, 14-32-477-006

ALSO,

THE WEST 63 FEET OF LOT 2 IN BLOCK 3 IN PADDOCK'S ADDITION TO CRYSTAL LAKE, A SUBDIVISION OF PART OF LOT 1 OF THE ASSESSOR'S PLAT OF THE NORTHEAST QUARTER OF SECTION 5, TOWNSHIP 43 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 29, 1874, IN BOOK 55 OF DEEDS, PAGE 277, IN MCHENRY COUNTY, ILLINOIS.

19-05-205-003

commonly known as 4 N. Walkup Ave, 14 N. Walkup Ave, 30 N. Walkup Ave, 44 N. Walkup Ave, 60 N. Walkup Ave, 74 N. Walkup Ave, 96 N. Walkup Ave, 100 N. Walkup Ave, 108 N. Walkup Ave, 115 Walkup Ave, 15 W. Woodstock St, 17 W. Crystal Lake Ave, 102 Minnie St, 104 Minnie St, 108 Minnie St, 114 Minnie St, and 120 Minnie St, all within Crystal Lake, McHenry County, Illinois.

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 Rezoning 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, approval and publication as provide by law.

DATED at Crystal Lake, Illinois, this 17th day of July, 2018.

DRAFT

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: July 17, 2018
Approved: July 17, 2018

DRAFT

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: UDO Text Amendment to allow Photography Studios as a permitted use in the M - Manufacturing zoning district.

Petitioner: Ron McKinney, petitioner
800 McArdle Drive

PZC Recommendation: Motion to approve the PZC recommendation for the UDO Text Amendment to allow Photography Studios as a permitted use in the M – Manufacturing zoning district.

Staff Contact: Michelle Rentzsch, Director of Community Development
Kathryn Cowlin, Planner

Background:

- Request: The petitioner is requesting a text amendment to allow photography studios as a permitted use in the M Manufacturing zoning district.
- Photography studios are a permitted use in the RO, O, B-1, B-2, and B-4 zoning districts.
- Typically, photography studios rely on appointments, so a large influx of customers is not expected.
- Land uses that are similar or more intense that are permitted in the Manufacturing zoning district include physical fitness facilities, automobile driving schools, professional offices, offices of physicians, dentists, other health practitioners, and government offices.
- The following change would be made to the Unified Development Ordinance, shown in bold.

TABLE 2-300 PERMITTED USES TABLE

		F	E	RE	R-1	R-2	R-3A	R-3B	RO	O	B-1	B-2	B-4	M-L	M	W	USE CRITERIA	NAICS
Commercial																		
Service Uses																		
Other services	Photography Studios, Portrait								P	P	P	P	P		**P**			

PZC Highlights:

- The PZC agreed that the use is not more intensive than uses currently permitted in the Manufacturing zoning district.
- The PZC suggested that Photography Studios should also be permitted in the M-L – Manufacturing Limited zoning district, staff will pursue this with the next round of UDO text amendments.
- The PZC stated that the Findings of Fact had been met.

The PZC recommended **approval (5-0)** of the petitioner's request for a UDO Text Amendment to allow Photography Studios as a permitted use in the Manufacturing zoning district.

Votes Required to Pass: A simple majority vote.

PLN-2018-00035 UDO Text Amendment – Photography Studio in “M” District





Ord. No. ……
File No. ….

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING
CHAPTER 650: UNIFIED DEVELOPMENT ORDINANCE OF THE
CODE OF ORDINANCES OF THE CITY OF CRYSTAL LAKE, ILLINOIS

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 5, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on June 20, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed amendment to the Unified Development Ordinance; and

WHEREAS, on June 20, 2018, the Planning and Zoning Commission, having fully heard and considered the testimony of all those present at the public hearing who wished to testify, made findings of fact as required by law and recommended to the Mayor and City Council of the City of Crystal Lake that the proposed amendment to the Unified Development Ordinance be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2018-35, dated as of June 21, 2018; and

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, that the Crystal Lake Unified Development Ordinance, and such Ordinance as amended, be and the same is hereby amended as follows:

SECTION 1: That Table 650-2-300, Permitted Uses Table be amended to read as follows:

TABLE 2-300 PERMITTED USES TABLE																		
		F	E	RE	R-1	R-2	R-3A	R-3B	RO	O	B-1	B-2	B-4	M-L	M	W	USE CRITERIA	NAICS
Commercial																		
Service Uses																		
Other services	Photography Studios, Portrait								P	P	P	P	P		P			

DRAFT

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: 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 17th day of July, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: July 17, 2018
Approved: July 17, 2018

DRAFT

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date:	July 17, 2018
Item:	REPORT OF THE PLANNING & ZONING COMMISSION
Request:	1. Woodlore Estates Phase 2A Final Plat of Subdivision for 15 single family lots (active adult), 2 townhouse building lots and 5 outlots. 2. Plat of Vacation and Dedication for a portion of Purdue Plaza.
Petitioner:	Scott Guerard, Lennar, petitioner River Birch Boulevard and Carpathian Drive
PZC Recommendation:	Motion to approve the PZC recommendation for the Final Plat of Subdivision for 15 single family lots (active adult), 2 townhouse building lots and 5 outlots and to approve the Plat of Vacation and Dedication within the Woodlore Estates Subdivision.
Staff Contact:	Michelle Rentzsch, Director of Community Development Kathryn Cowlin, Planner

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Background:

- The subject property received Final PUD Amendment and Preliminary Plat of Subdivision approval on March 6, 2018.

FINAL PLAT OF SUBDIVISION

- The subject property was previously platted as townhome lots. The final plat of subdivision is for the resubdivision of the land for the active-adult homes, which complies with the preliminary plat of subdivision approval.
- Carpathian Drive has been straightened to meet the condition of approval from the Final PUD Amendment/Preliminary Plat of Subdivision.

PLAT OF VACATION AND DEDICATION

- The Plat of Vacation and Dedication for Purdue Plaza is required due to the revised site plan. The vacation and dedication is for the curvature of Purdue Plaza previously platted as Preston

Pines Unit 1. The curvature must change slightly where Preston Pines Unit 1 meets Woodlore Estates.

PZC Highlights:

- The PZC asked for the status of the connection of Carpathian Drive and Route 176. Mr. Guerard stated they have worked with the property owner and would be submitting the plans to IDOT through their traffic engineers.
- The PZC stated that the Final Plat of Subdivision is in compliance with the PUD Amendment and Preliminary Plat of Subdivision.

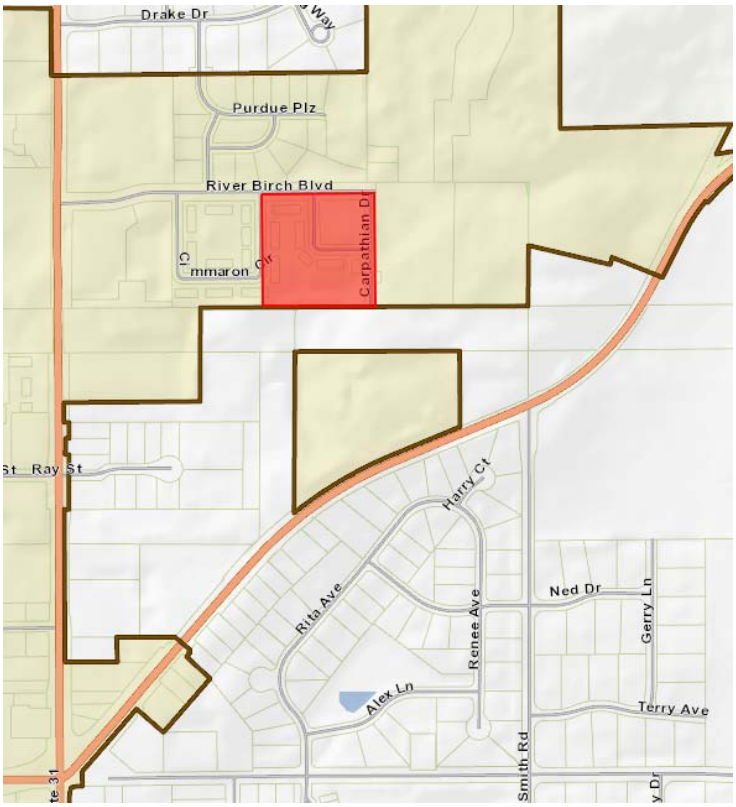
The PZC recommended **approval (4-0-1)** of the petitioner's request with the following conditions:

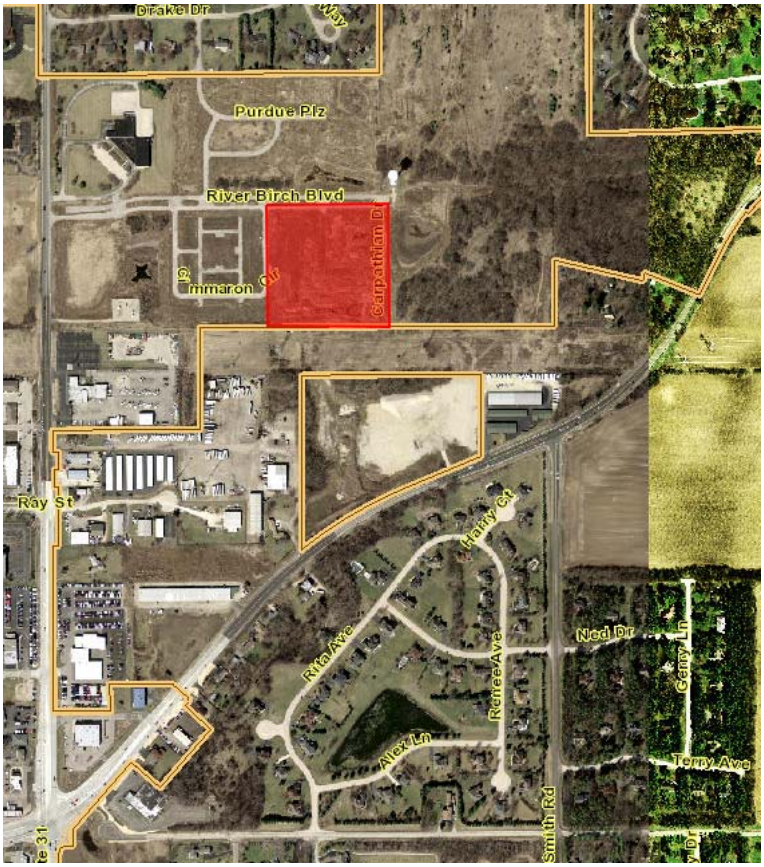
1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Lennar, dated 04/13/18, received 04/17/18)
   B. Final Plat of Subdivision (Mackie Consultants, dated 06/13/18, received 06/13/18)
   C. Engineering Plan (Mackie Consultants, dated 05/18/18, received 05/23/18)
   D. Landscape Plan (Gary R. Weber & Associates, dated 05/18/18, received 05/23/18)

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

Votes Required to Pass: A simple majority vote.

2018-22 Woodlore Estates Phase 2A





Ord. No. ……
File No. ….

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A FINAL PLAT OF RESUBDIVISION FOR WOODLORE ESTATES PHASE 2A AND PLAT OF VACATION AND DEDICATION FOR PRESTON PINES UNIT 1

WHEREAS, Lennar/CalAtlantic Homes, has submitted a Final Plat of Woodlore Estates Phase 2A Resubdivision and Plat of Vacation and Dedication (File #2018-22) in general conformance with the pertinent ordinances of the City of Crystal Lake, Illinois; and

WHEREAS, the Final Plat of Woodlore Estates Phase 2A complies with the Crystal Lake Comprehensive Land Use Plan; and

WHEREAS, the Final Plat of Woodlore Estates Phase 2A meets the requirements of the Unified Development Ordinance; and

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

SECTION I: The Final Plat of Woodlore Estates Phase 2A and Plat of Vacation and Dedication attached thereto are hereby approved as platted.

SECTION II: Said Final Plat of Woodlore Estates Phase 2A is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Lennar, dated 04/13/18, received 04/17/18)
   B. Final Plat of Subdivision (Mackie Consultants, dated 06/13/18, received 06/13/18)
   C. Engineering Plan (Mackie Consultants, dated 05/18/18, received 05/23/18)
   D. Landscape Plan (Gary R. Weber & Associates, dated 05/18/18, received 05/23/18)

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

DRAFT

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 Plat of Subdivision, Vacation and Dedication 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 17th day of July, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

ATTEST:

_____
CITY CLERK

Passed: July 17, 2018
Approved: July 17, 2018

DRAFT

Agenda Item No 14

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: City Code Amendment to Increase the Number of Class "13" Liquor Licenses – Applicant: Crystal Lake Gas Inc. (Marathon)

Staff Recommendation: Motion to adopt an ordinance increasing the number of Class "13" Liquor Licenses from the current permitted 29 licenses to 30 licenses.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from Crystal Lake Gas Inc. (Marathon), located at 770 S. Virginia, for the Council to consider the adoption of an ordinance providing for an amendment to the liquor license restriction provisions of the City Code, increasing the number of Class "13" liquor licenses from the current 29 licenses to 30 licenses.

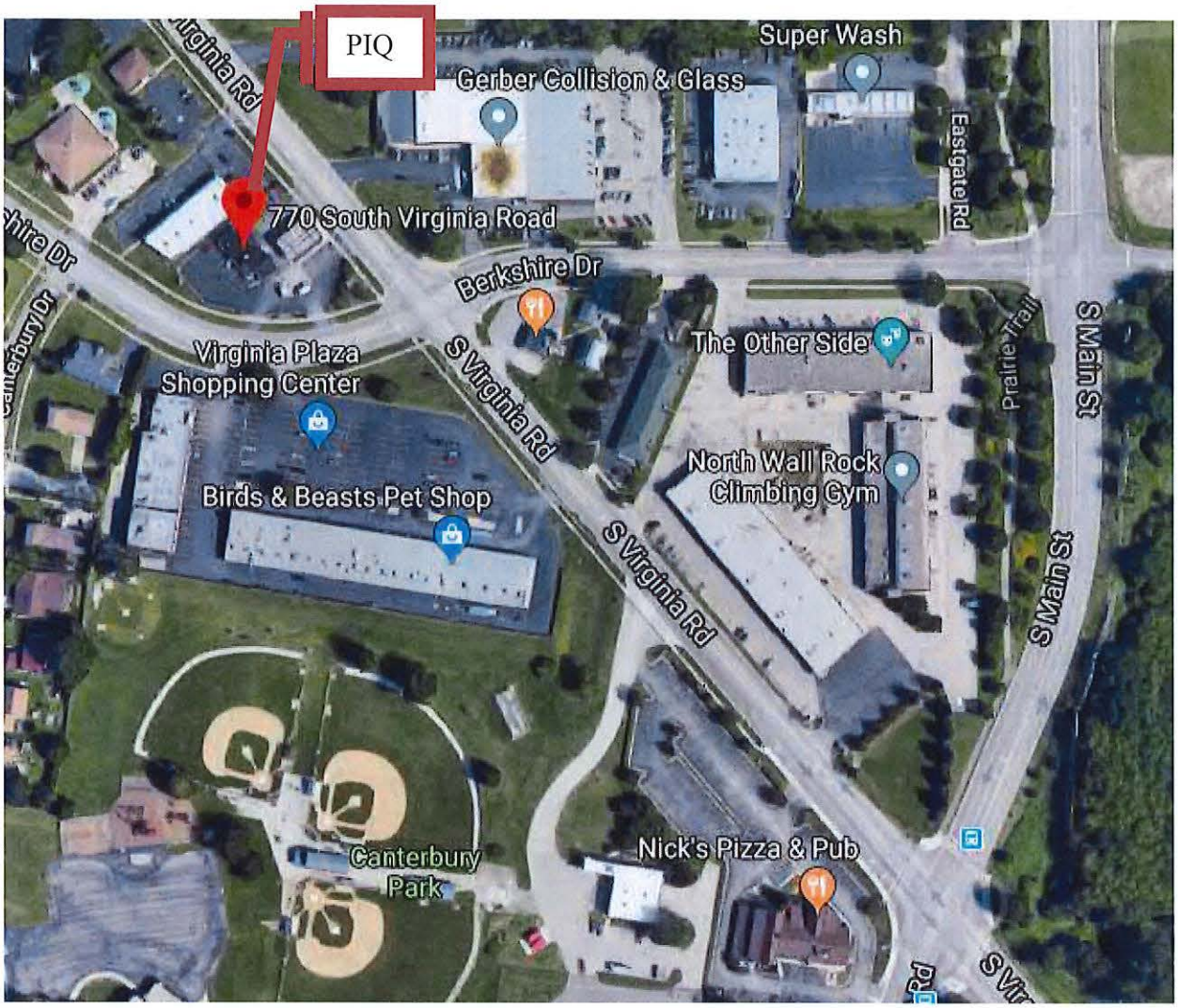
The City Code permits the issuance of a Class "13" liquor license for the sale of alcoholic liquors on the premises specified in the license in packages only but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday and 7:00 a.m. Saturday and 2:00 am. Sunday and 7:00 a.m. Sunday and 2:00 a.m. Monday. A Class B type restaurant may be located on the premises.

The applicant has submitted all of the necessary paperwork. A fingerprint/background search revealed no criminal history under the applicant's name

Other establishments currently holding a Class "13" liquor license include: 7-Eleven (Terra Cotta), 7-Eleven (McHenry Ave.), 7-Eleven (Berkshire), Bucky's Express, Casey's General Stores, Circle K (Virginia), Circle K (Route 31), Circle K (Terra Cotta), Convenient Food Mart, Cost Plus World Market, Crystal Lake Food & Liquor, CVS Pharmacy (Randall), CVS Pharmacy (Virginia), Fresh Market, Fresh Thyme Farmer's Market, Ralph's General Store, KA Sales (Exxon Mobil) La Rosita of Mesos Group, Inc., Midwest Petroleum Dev., Mobil Market, Murphy's Oil, Oak Street Food & Liquor, Open Pantry/Shell #801, Osco Drug, Sam's Club, Target, Walgreens (Northwest Highway), Walgreen's (Route 31), and Wal-Mart.

Votes Required to Pass:
Simple majority

Property in Question



Ord. No.
File No. 255L

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

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

SECTION I: That CHAPTER 329 LIQUOR LICENSES Section 329-6 Limitations on licenses shall be amended as follows:

1. Class 13 License shall be increased from 29 to 30.

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

SECTION III: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 17th day of July, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: July 17, 2018
Approved: July 17, 2018

DRAFT

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: City Code Amendment to Increase the Number of Class "28" Liquor Licenses and to Increase the Number of Video Gaming Licenses - Applicant: Carlos Mexican Grill 3, 282 W. Virginia St.

Staff Recommendation:
1. Motion to adopt an ordinance increasing the number of Class "28" Liquor Licenses from the current permitted 15 licenses to 16 licenses.
2. Motion to adopt an ordinance increasing the number of Video Gaming License from the current permitted 15 licenses to 16 licenses.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
Chapter 268 of the City Code establishes the regulations for video gaming in the City of Crystal Lake. Per the City Code, when an applicant desires to offer video gaming at its establishment, it must receive both a supplemental liquor license and a video gaming license. The City Council evaluates whether the number of supplemental liquor licenses should be increased. Following this consideration, the Mayor grants the supplemental liquor license. Similarly, the City Council also evaluates whether the number of video gaming licenses should be increased. Following this consideration, the City Manager grants the actual video gaming license.

The City has received a request from Carlos Mexican Grill 3 for the issuance of a Class "28" Supplemental Liquor License and a Video Gaming License. The petitioner is requesting the supplemental Class "28" license in order to operate video game machines in their establishment. Section 329-5-AB of the City Code permits the issuance of a Class "28" liquor license, which authorizes the retail sale of alcoholic liquors, for consumption on the premises, at a bar or restaurant, as defined by § 268-3 of this Code, to an applicant which possesses a valid video gaming location license issued by the Illinois Gaming Board and which also holds, for a period of not less than one year, a current and valid liquor license to sell alcoholic liquor at such bar or restaurant.

Application Review

City staff has reviewed the application from Carlos Mexican Grill 3 and compared it to the City Code requirements. City staff has reviewed the application for completeness and determined that it meets all of the necessary conditions. The below table depicts the applicant's compliance with the City Code requirements:

Requirement	City Code Section	Compliance Status
The establishment is an eligible bar or restaurant.	268-3 Definitions	**Yes**. Restaurant with a bar area.
The establishment has held a liquor license for at least 12 months.	268-3 Definitions	**Yes**. The establishment has held a Class "8" Liquor License since June 1, 2017.
Applicant submitted necessary documents, including site plan.	268-3 (C)	**Yes.**
Applicant has a State Video Gaming License.	268-3 (C)	**Yes.**
Applicant will be using a licensed video game terminal operator.	268-3 (C)	**Yes.** Accel Entertainment
The establishment is outside of the 100 foot radius of any church or school in the vicinity.	State of Illinois Requirement	**Yes**.
Location screening and supervision	268-3 (K)	**Yes.**
Signage	268-3 (N)	**Yes**. The terminals will not be visible from the street. There is no advertising of the availability of video gaming.
Applicant will be using an approved video surveillance system.	268-3 (O)	**Yes.** The terminal operator will provide video surveillance specifications upon approval of the Video Gaming license.
Video Gaming is incidental to establishment's business.	268-3 (P)	**Yes.**

Site Plan Review

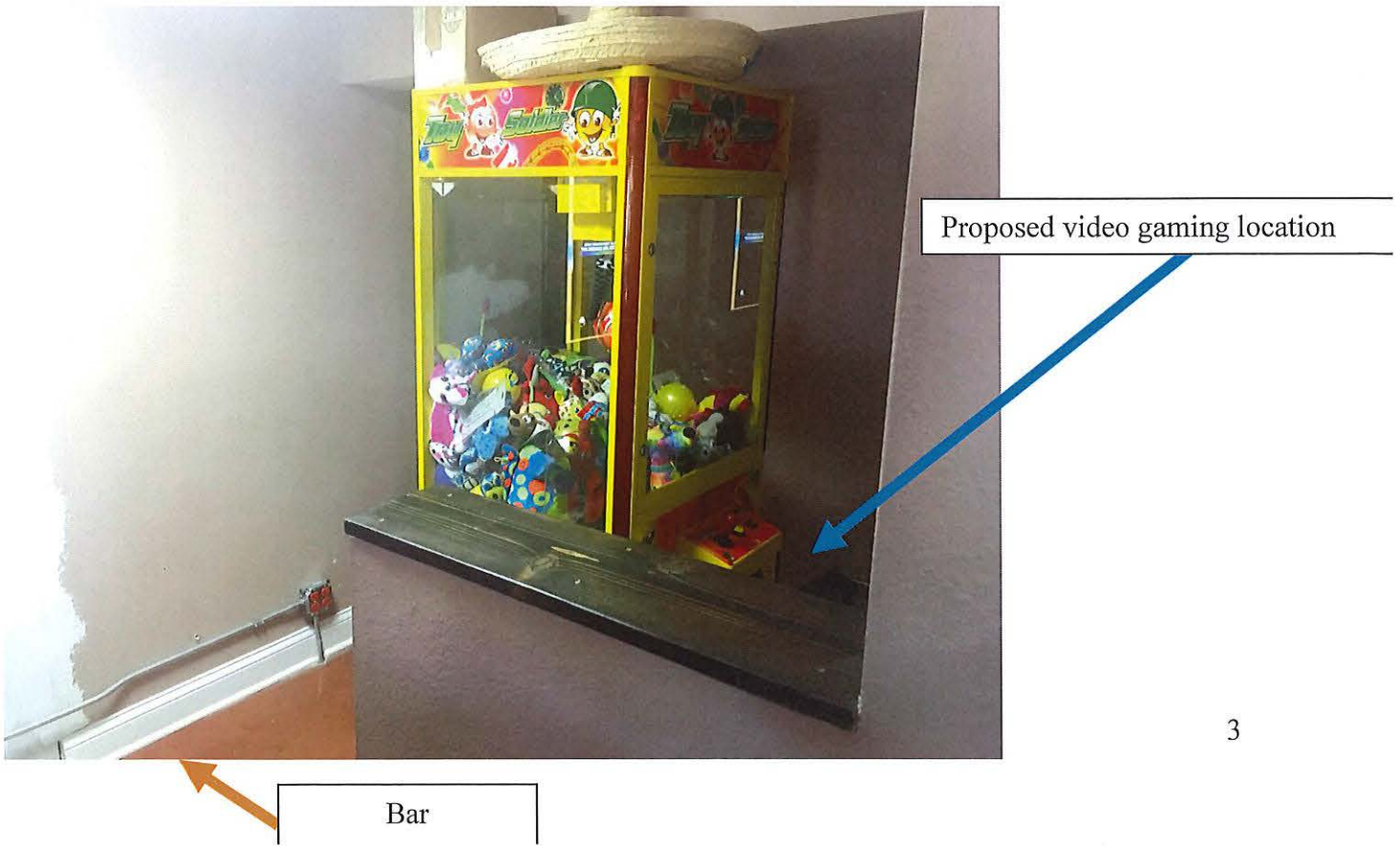
The attached site plan depicts the petitioners request to use an existing area that is visible from the bar and screened off from the main dining area. The new gaming area will be limited to patrons over the age of 21. There will be no dining services in this area. City staff performed a site visit and recommends approval of the suggested site plan.

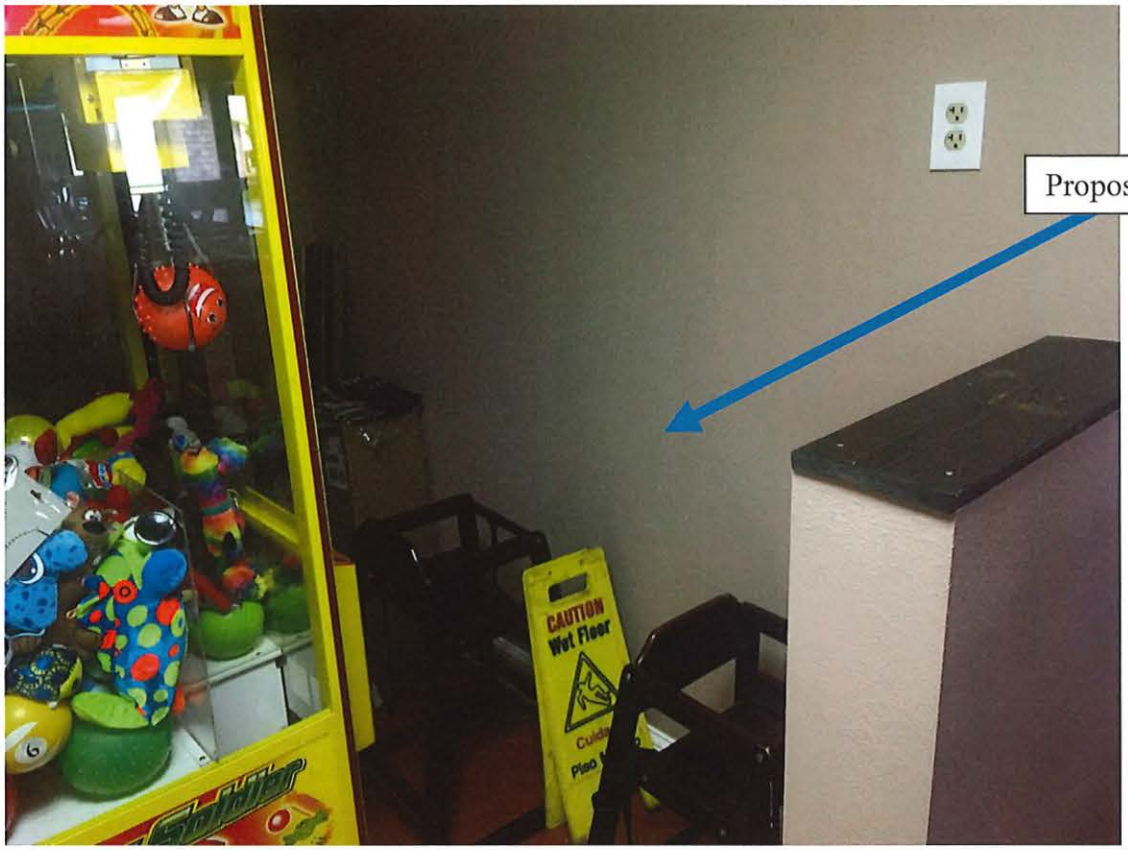
Votes Required to Pass:

Simple majority

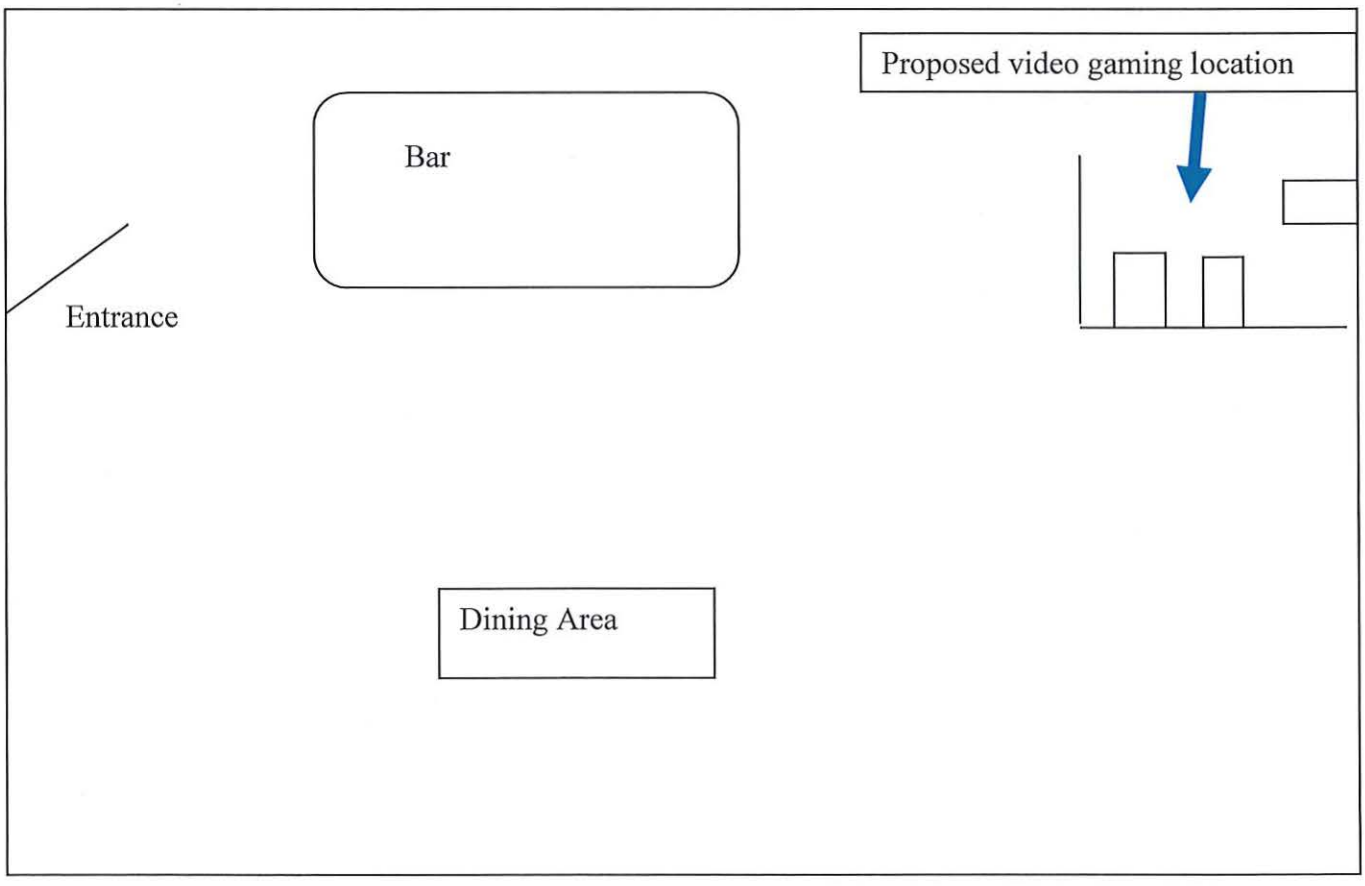
Proposed Location:



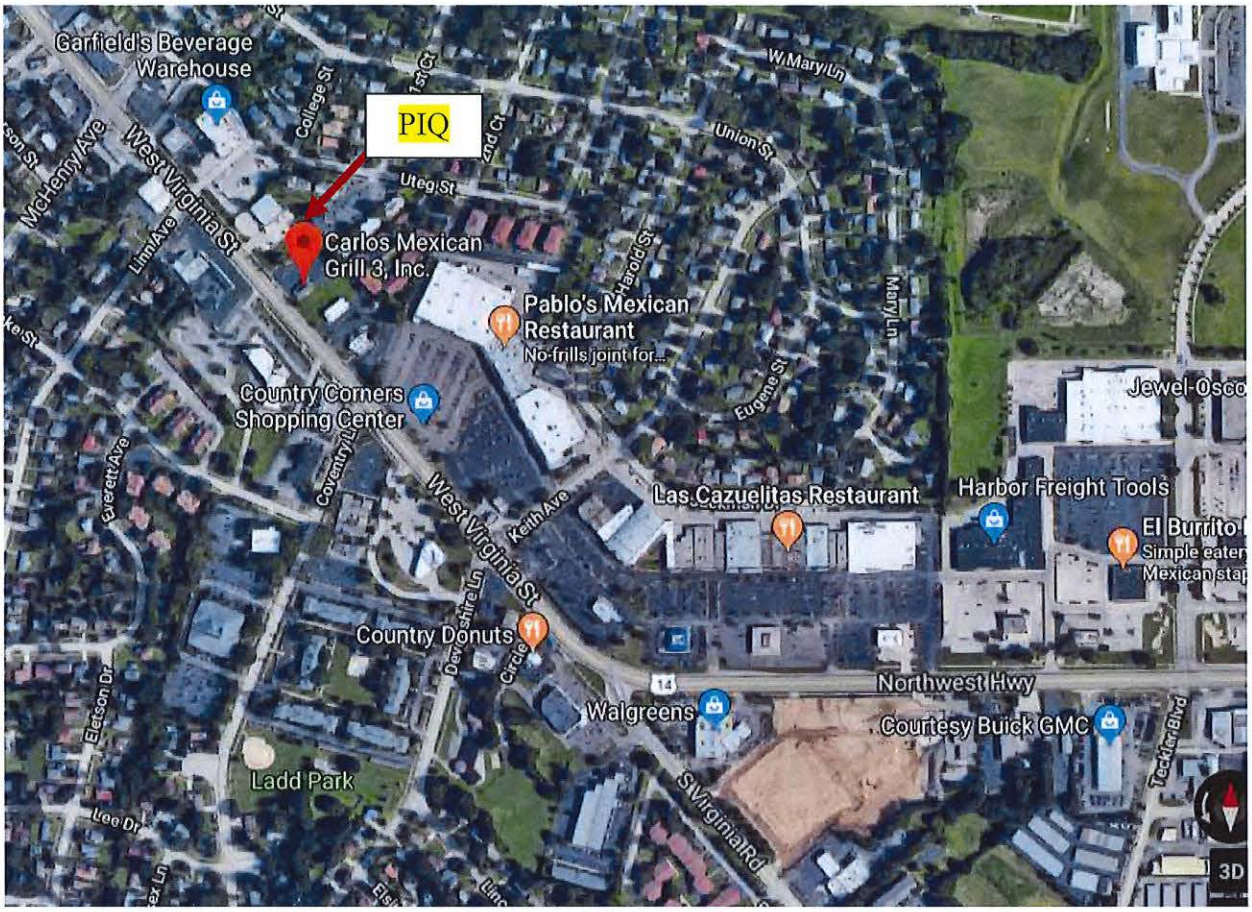




Proposed Layout:



Property In Question:



Ord. No.
File No. 255L

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

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

SECTION I: That CHAPTER 329 LIQUOR LICENSES Section 329-6 Limitations on licenses shall be amended as follows:

1. Class 28 License shall be increased from 15 to 16.

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

SECTION III: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 17th day of July, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: July 17, 2018
Approved: July 17, 2018

DRAFT

Ord. No.
File No. 255VG

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

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

SECTION I: That CHAPTER 268 Gambling Section 268-3E(2) Limitations on licenses shall be amended as follows:

1. Video Gaming Licenses shall be increased from 15 to 16.

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

SECTION III: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 17th day of July, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: July 17, 2018
Approved: July 17, 2018

DRAFT

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: Lease Agreement with Lou Street Lockup

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute a one-year lease agreement with Lou Street Lockup for the use of the property at 6210 Lou Street, at a rate of $2,000 per month

Staff Contact: Eric T. Helm, Deputy City Manager

Background:

The City's Police Department utilizes off-site storage for vehicles and equipment that have been impounded and are required to be stored. Since 2007, the City has utilized Lou Street Lockup, located at 6210 Lou Street, for this purpose. Since the rent has not increased since 2007, and the facility currently meets the City's needs, it is recommended that the lease with Lou Street Lockup continue until July 17, 2019. The Lessor recommends a one-year term, as opposed to the previous two year term, due to a potential change in ownership in the future.

There is no change to the attached "Industrial Building Lease" language that was previously reviewed and approved by City legal counsel.

Votes Required to Pass:

Simple majority

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 one (1) year lease agreement with Lou Street Lockup in the form attached hereto as Exhibit A for the use of the property at 6210 Lou Street, Suite 1 at a rate of $2,000 per month.

DATED this 17th day of July, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED:

APPROVED:

DRAFT

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: Residential/Small Business Electrical Aggregation RFP

Staff Recommendation: Based on results of Tuesday, July 17, 2018 municipal aggregation bid:

A. *If aggregation results are favorable as compared to ComEd rates, then the City will elect to continue municipal aggregation:*
   1. Motion to award the contract for consultant services for residential/small business electrical aggregation to Northern Illinois Municipal Electrical Collaborative and adopt a resolution authorizing the City Manager to execute an agreement with Northern Illinois Municipal Electrical Collaborative in the submitted proposal amount of $.0002/kWh; and,
   2. Adopt a resolution authorizing the City Manager to execute a contract for the purchase of electricity with the recommended electrical aggregation supplier.

B. *If aggregation results are unfavorable as compared to ComEd rates, then the City will suspend municipal aggregation:*
   1. Motion to adopt a resolution to reject all bids for electrical aggregation supply services and revert to default Commonwealth Edison pricing.

Staff Contact: Eric T. Helm, Deputy City Manager

On March 20, 2012, City of Crystal Lake voters approved a referendum allowing the City of Crystal Lake to have the authority to arrange, through aggregation, for the supply of electricity for its residential and small commercial retail customers. Since that time, the City has been utilizing the Northern Illinois Municipal Electrical Collaborative (NIMEC), to bid the supply of electricity for Crystal Lake residents and small businesses. NIMEC has also managed the program for the City.

As the City Council may recall, at the April 18, 2017 City Council meeting, the City Council approved a 15-month electrical supply contract with Dynegy, based on pricing received by NIMEC, beginning in July 2017 and expiring in October 2018. The City rate during this time period is 6.748 cents per kWh. Since the agreement with Dynegy will expire in October 2018, the City will need to re-bid electrical supply pricing and evaluate the future of the program.

On the morning of Tuesday, July 17, 2018, the City, with the assistance of NIMEC, will receive bid results for electrical supply prices for the City. Due to the nature of the electrical commodity, the City has 24 hours to evaluate the bid pricing and provide the bidder a response. At the July 17th City Council

meeting, City Staff and NIMEC will provide the pricing information, along with a recommendation, to the City Council for consideration. At that time, the City Council can evaluate whether the aggregation results are favorable or unfavorable as compared to ComEd rates. If the Council finds the pricing favorable, it will authorize the City Manager to execute a contract with the supplier of choice. The supplier agreements are attached and have been reviewed by City legal counsel and are acceptable to the City.

Recent pricing received by NIMEC for a sample of other communities, including Crystal Lake, are summarized below:

Entered into Contract in 2017	
Lake Zurich	6.701 (expires 2020)
Crystal Lake	***6.748 (expires October 2018)***
South Elgin	7.053 (expires October 2018)
West Dundee	7.058 (expires October 2018)
Mundelein	7.091 (expires October 2018)

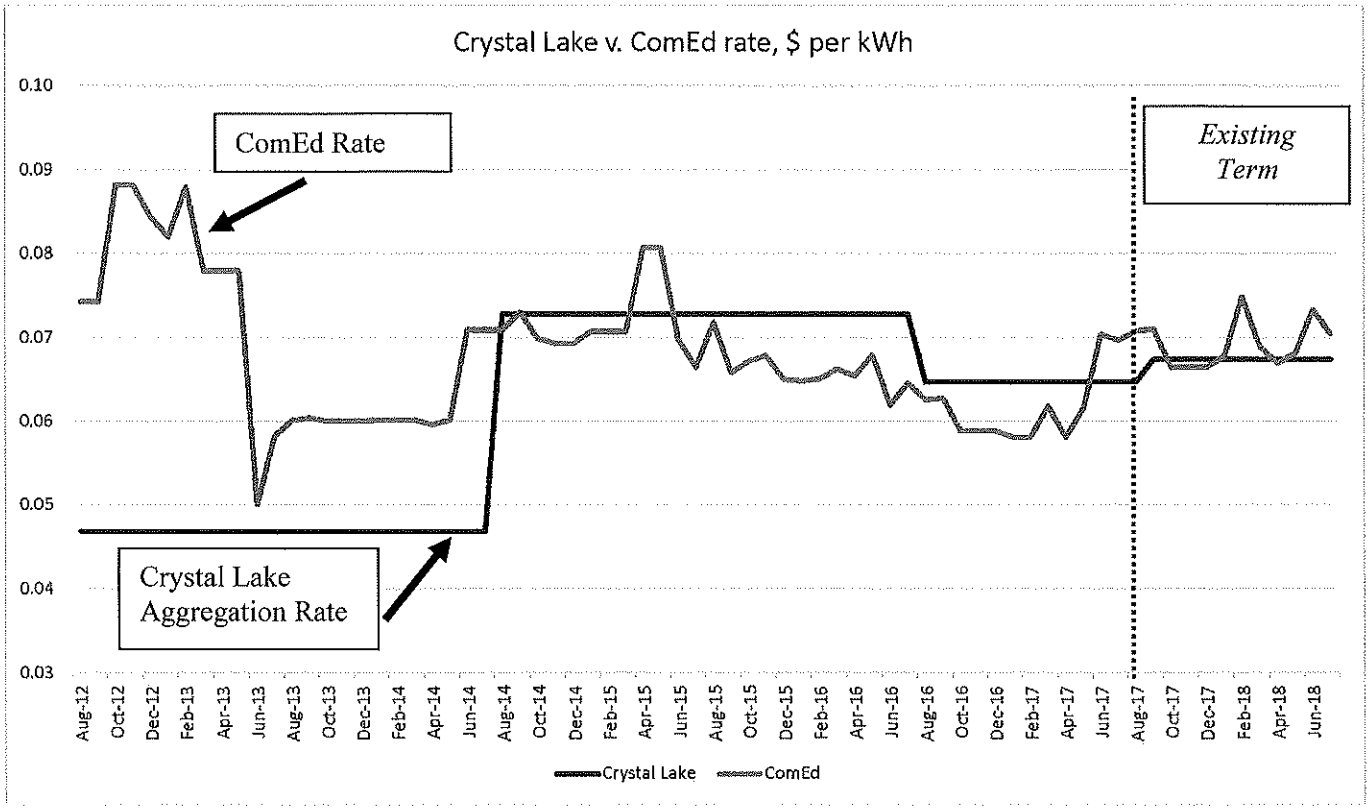
Recently Renewed in 2018 (various expiration dates)	
Harvard	6.646
Hampshire	7.163
Libertyville	7.178
Prairie Grove	7.129
Gurnee	7.380
Barrington	7.457
Deer Park	7.448

Due to the potential advantages of providing a fixed, competitive rate for electricity, the City has chosen to re-bid the electrical supply through the aggregation program. The City will not be obligated to accept the bid pricing and can suspend the aggregation program, with all customers reverting to ComEd for electrical supply.

Evaluating the City's Aggregation Program

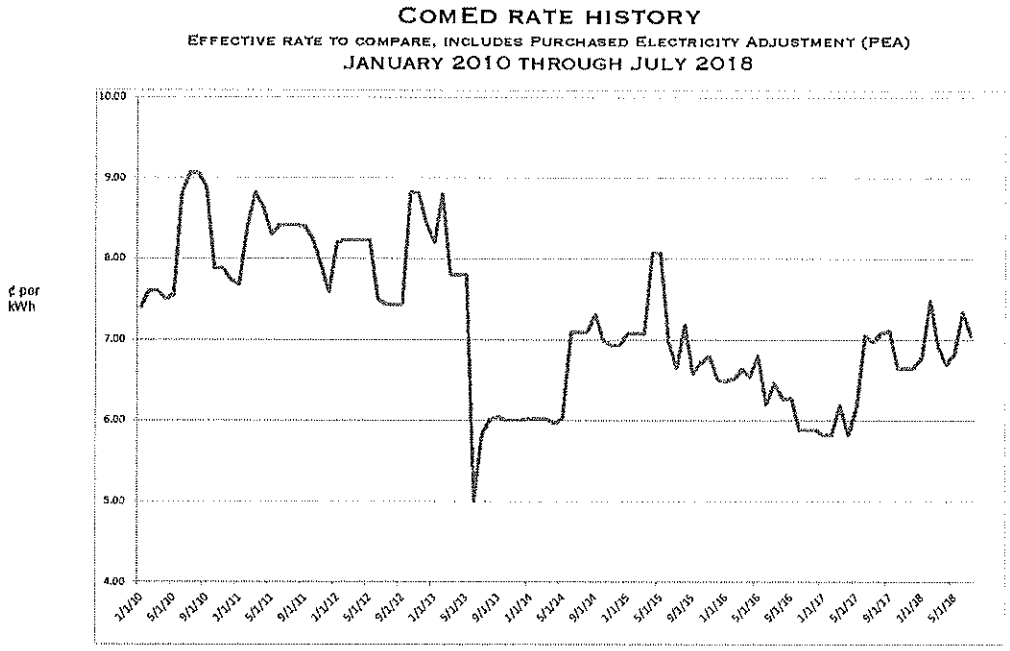
From the period of 2012 – present, residents have saved over $322 in the aggregation program. The chart below shows that much of this savings was in the first two years of the program from August 2012 to April 2014. Since August 2014, there have been times when aggregation pricing has compared favorably to the ComEd rate and other times when the rate has compared unfavorably to the ComEd rate. Pricing shown to the right of the dotted line, depict pricing during the existing term, which will expire in October 2018. It should be noted that residents are not obligated to participate in the electrical aggregation contract and can choose a supplier of their choice at anytime.

ComEd Rate (effective rate) and Crystal Lake Aggregation Electrical Rate Comparison



Evaluating ComEd's Historical Pricing

The analysis of whether to accept NIMEC bid pricing depends on comparing bid pricing to existing and estimated future ComEd pricing. If the City does not accept the bid pricing received by NIMEC, all Crystal Lake residents will revert to ComEd for both the delivery and supply of electricity. ComEd adjusts their rates twice a year. In addition, the rates are adjusted monthly, plus or minus .5 cents per kWh, through a Purchased Electricity Adjustment (PEA). The PEA could be a monthly credit or addition to each bill based on power purchases by ComEd. The ComEd rate from June 1, 2018 - May 31, 2019 is set at 7.75 cents per kWh. This rate is adjusted by the PEA, so the rate could range from 7.25 cents – 8.25 cents per kWh. The below chart shows ComEd rates since 2010.



The below table shows the ComEd actual rates and estimates for the next three years. Pricing beyond May 31, 2019 are educated estimates based on known trends for future regulatory fees. Over the next three years, it is projected that ComEd rates will trend lower due to lower regulatory fees.

	Rate (cents per kWh)	Rate Range with PEA (cents per kWh)
June 1, 2018 - May 31, 2019, ***Actual***	7.75	7.25 – 8.25
June 1, 2019 - May 31, 2020, ***Estimated***	7.60	7.10 – 8.10
June 1, 2020 - May 31, 2021, ***Estimated***	7.50	7.00 – 8.00

Aggregation Consultant Selection

In order to bid out the aggregation of electrical supply to City resident, it is important to contract with a consultant/broker.

The broker is responsible for drafting the operations plan, completing the RFP, overseeing the transition to the new Alternative Retail Electric Supplier (ARES), and monitoring the contract. Although the City would not be responsible for paying the broker directly, brokers do receive compensation from the winning ARES through the final electric supply rate charged to the residents. Without a consultant, the implementation of a municipal aggregation program brings about its own set of unique challenges. The City would need to be able to compile, review and analyze load data, develop the requirements for a successful RFP process, conduct negotiations with the ARES, and provide the staff required to manage day-to-day contract monitoring on behalf of the residents.

Based on the result of a competitive proposal process performed by the McHenry County Council of Governments in 2012, it is recommended that the City continue to contract with the Northern Illinois Municipal Electric Collaborative (NIMEC) for its aggregation consultant services. As the Council may recall, NIMEC was selected in March 2012 to perform the initial electrical aggregation bid. During the entire process, City staff has been very satisfied with the services provided by NIMEC and would recommend using them again. The proposed contract with NIMEC is also attached. If the City does not select any of the bids received, and chooses not to pursue electrical aggregation, NIMEC will not receive compensation and the contract with the broker consultant will be nullified. NIMEC has also agreed to hold its pricing offered in 2012 of $0.0002/kWh. This charge is embedded in the aggregation pricing paid by customers and is not a direct fee for the City.

Electrical Aggregation Bid Process

The Municipal Aggregation Request for Proposal document is attached for the City Council's review. NIMEC will solicit electricity pricing for one, two and three-year terms. The RFP document includes language that allows customers to "opt-out" of the program at anytime. Unfortunately, only a few suppliers offer a "universal opt-out" option, where the City can terminate the agreement and have all residents revert to ComEd pricing if the ComEd pricing is lower than the selected supplier pricing during the contract term.

In addition, the agreement with the selected ARES will include the elimination of termination fees, allowing residents and small businesses to revert to the ComEd rate without suffering any financial penalty. A representative of NIMEC will also be present to answer City Council questions. On July 17th, based on pricing reviewed, the City Council may choose to select a vendor or return all City customers to Commonwealth Edison, depending on the results of the proposal pricing. The City can elect to re-bid aggregated electrical supply in future years based on market conditions.

Analysis and Options

Based on current market conditions, electrical aggregation pricing may not be significantly different than the current ComEd pricing. Due to this fact, some communities have suspended their aggregation program. The McHenry County Council of Governments no longer utilizes electrical aggregation based on recent pricing. Despite the fact that aggregation no longer offers substantial energy savings, fixed electrical supply pricing still may have some advantages for Crystal Lake residents and small businesses. Fixed pricing provides a buffer against unknown future price increases. A fixed rate may be desirable to residents since ComEd rates change throughout the year.

The below table will be used to analyze bid pricing and determine whether NIMEC bid pricing should be accepted.

ComEd Future Pricing	Rate (cents per kWh)	Rate Range with PEA (cents per kWh)
June 1, 2018 - May 31, 2019, ***Actual***	7.75	7.25 – 8.25
June 1, 2019 - May 31, 2020, ***Estimated***	7.60	7.10 – 8.10
June 1, 2020 - May 31, 2021, ***Estimated***	7.50	7.00 – 8.00

Based on the bid pricing that the City will receive on July 17th and the comparison of this bid price to the current and estimated future ComEd rates, the City could take the following actions:

1. Choose a One, Two or Three Year Contract for Electrical Supply from the lowest responsive and responsible electrical supplier. Even though the City's current agreement is a 15-month agreement with Dynegy for electrical supply, the City could enter into an agreement for a one, two, or three year term with the lowest responsive and responsible bidder.

2. Rejecting all Bids: The City could choose to suspend the aggregation program, and reject all bids received by NIMEC. In the future, the City could evaluate electrical supply pricing and rebid electrical supply. If this option is selected, all Crystal Lake residents and small businesses would be automatically reverted to ComEd's variable rate.

Aggregation Background

What is Municipal Aggregation

Municipal aggregation, as defined by the Illinois Commerce Commission (ICC), is "a process whereby a municipality, county, township, or other form of local government, acts on behalf of all or a part of its constituents in procuring their electric supply, either directly or via a third party supplier. Providing the means to aggregate customers at a reasonable cost is critical to achieving the benefits of municipal aggregation."

In essence, within a competitive energy marketplace, municipal aggregation provides local governments the purchasing power to buy in bulk by bidding out the total electric usage of its residents and small businesses resulting in lower electric rates for their respective customers. It is important to note at the onset of any discussion concerning municipal aggregation that this type of program will only address the "electricity supply" costs for a community's residents and does not, in any way, modify or reduce the associated distribution costs that are charged on their electric bills by Commonwealth Edison (ComEd).

ComEd is paid a distribution charge, which is utilized to fund the operations of the electric distribution system. The distribution charges imposed by ComEd are regulated, reviewed and approved by the ICC. ComEd is not allowed to add any additional mark-up for the energy charges included on their electric bills and must pass on only the associated costs to the end users. The energy charges normally incurred on a resident's electric bill typically represent more than 50% of the total bill and can range even higher depending on the electricity usage at each individual residence.

It is important to note that ComEd remains solely responsible for the distribution of all electricity to our residents no matter which electric supplier is selected to serve as the customers' chosen supplier. Any loss of power, downed wires, or other distribution issues will continue to be serviced by ComEd, even if the City decides to move forward in the future with a municipal aggregation program and the residents approve the associated referendum.

History of Municipal Aggregation

In December of 1997, the Illinois State Legislature adopted the Electric Service Customer Choice and Rate Relief Law of 1997 (Public Act 90-561). This law paved the way for deregulation and the formation of a competitive marketplace for the purchase of electricity, allowing all of ComEd's customers to eventually be able to choose their own electric suppliers, technically referred to as Alternative Retail Electric Suppliers (ARES). The law also required ComEd to transition from functioning as a combined electric supplier and distributor to instead focus on only providing distribution services to its customers, in effect requiring ComEd to sell or transfer all of its power generation capabilities. In addition, the law included that a required transition charge be imposed through 2006 for customers that decided to move their electric supply from ComEd to an ARES. In exchange, Illinois residents received a mandated reduction to the electric supply rates being charged by ComEd, which were then frozen for an extended period of time.

At the end of the rate freeze, the determination of the electric supply costs being provided by ComEd was transitioned to a free-market reverse-auction system, which led to significant increases in electric rates. In response, the State of Illinois passed the Illinois Power Agency Act that established the Illinois Power Agency (IPA), which is responsible for the bidding and procurement of electricity to be sold by ComEd. The IPA conducts a bidding process each year to pursue one third of the total electric supply needed by ComEd for a three-year period. As a result, this bidding process requires residents and small businesses

to pay an electric supply rate to ComEd based on a three-year blended rate. A three-year blended rate is slow to fall in a declining rate market as the new supply purchased each year gradually reduces the rates charged to the end users, but is also slow to increase during a rising rate market. It does provide an opportunity for municipal aggregation to be successful from the onset, since the current marketplace for electricity has been impacted by the recession, resulting in lower electric rates from suppliers than the three-year blended rate.

The State Legislature eventually amended the Illinois Power Agency Act to allow for the implementation of municipal aggregation programs. The Act also required a report be completed by the Illinois Commerce Commission (ICC) and provided to the State Legislature that would review the value of municipal aggregation programs. A variety of states, including Massachusetts, Ohio, California and Pennsylvania, have all conducted the deregulation of their respective electric generation and adopted a competitive marketplace for the purchase of energy. In addition, each of these states has also instituted municipal aggregation programs.

Various national and state studies have been conducted concerning the deregulation of the electric marketplace and the implementation of municipal aggregation and each study has noted a significant conversion of large energy users in manufacturing and commercial sectors to ARES providers early in the deregulation process, since these end-users receive the most significant cost savings. However, small businesses and residential customers tend to fall behind and do not see any significant movement to utilize other electric suppliers unless municipal aggregation programs are instituted.

These same studies tend to attribute the lag in savings generated on behalf of residential and small business accounts to lack of interest by alternate suppliers. In the viewpoint of these suppliers, residential accounts require significantly higher costs to service, specifically in regards to account acquisition where the costs to gain residential accounts are allocated against much smaller electric usage generated per each new account. In addition, billing and customer service costs tend to be higher for smaller accounts, making them less attractive to future suppliers. These issues were resolved with the passage of the Illinois Power Agency Act by making ComEd responsible for billing, collection and customer service. The ARES pay ComEd a fee for this service. Municipal aggregation programs further reduce these costs for potential suppliers and, therefore, make it that much more attractive for these suppliers to enter into the residential and small business market.

The City utilizes an opt-out municipal aggregation program. In this model, with limited exceptions, all residents and small business are included within this program unless they return a notice indicating their intention to opt out. Again, a contract is negotiated on behalf of the residents and small businesses that are eventually transitioned to the new electric supplier selected by the municipal aggregation process. Residents and small businesses that are currently under contract with another ARES are automatically excluded from the opt-out program. In addition, residents and small businesses that have elected ComEd's hourly rate (RRTP for residential) or are on a "bundled hold" because they have recently returned to ComEd after being with a different supplier, may not transfer to the ARES. The remaining residents and small businesses that are still on the ComEd rate plan are notified by the new electric supplier and provided a window to indicate their desire to opt out of the program. If the customer fails to contact the chosen electric supplier within the opt-out timeframe, they are automatically converted to the new electric supplier. This type of program normally results in a lower electric rate achieved for all participants. This type of program is currently authorized by State Statute and first requires the successful passage of a referendum by the community's electorate.

Frequently Asked Questions

The following information is intended to address other issues regarding the implementation of a municipal aggregation program:

1.) Why is ComEd indifferent to the selection of an ARES?

Moving to another power supplier has no financial impact upon ComEd, since they no longer have any power generation capabilities. ComEd must purchase their electric power from another provider and they are not allowed to earn any income from the power they sell. ComEd must pass the revenue for the electric supply portion of the bill back to the actual power generators.

2.) Would residents have to participate in the municipal aggregation plan, if adopted?

If the City was to move forward with a municipal aggregation program, all residents who did not want to participate would still have the option to opt-out of the City's program, if a lower-cost ARES was selected. Their electric account would remain with ComEd and they would continue to be charged the higher prevailing ComEd electric supply rate unless they are already with an ARES through the "Plug In Illinois" program.

3.) Who would bill the residents if a municipal aggregation program is implemented?

ComEd will still be responsible for billing the customers for both their distribution costs and the electric supply costs for the ARES. Residents would continue to receive one bill.

4.) Are there options other than fixed rate pricing?

Yes. ComEd has two electricity pricing plans: (1) the standard plan that is based on a fixed rate, and (2) an hourly pricing plan. Municipal aggregation programs seek to provide lower fixed rate pricing. However, instead of purchasing electricity on a fixed rate, customers can utilize ComEd's Residential Real-Time Pricing (RRTP) program.

Real-time electricity pricing is a legally required option for electricity consumers in Illinois. Real-time pricing gives consumers information about the actual cost of electricity at any given time. Real-time pricing lets consumers adjust their electricity usage accordingly; for example, scheduling usage during periods of low demand to pay cheaper rates. The main risk with RRTP is that rates are not guaranteed and are based on hourly market rates. ComEd customers have the immediate ability to sign-up for RRTP. More information is available at the ComEd website.

Votes Required to Pass:

Simple majority

RESOLUTION

A RESOLUTION AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE

WHEREAS, on March 20, 2012, ballot voters approved a referendum allowing the City of Crystal Lake to undertake municipal electric aggregation, as allowed under the Illinois Power Agency Act, 20 ILCS 3855/1-92, and the City thereafter established an electric aggregation program for residential and small commercial retail customers; and

WHEREAS, the process of municipal electric aggregation requires technical expertise and the City of Crystal Lake, through a formal review process, conducted in 2012, determined that Northern Illinois Municipal Electric Collaborative ("NIMEC") was best qualified to provide the desired services; and

WHEREAS, NIMEC has provided consulting services to the City of Crystal Lake in connection with the development, procurement, and implementation of its municipal electric aggregation program since 2012, and NIMEC has performed such services in a highly satisfactory manner; and

WHEREAS, the Mayor and City Council have determined that it is in the best interests of the City and its residents to continue to utilize NIMEC's consulting services in connection with the City's municipal electric aggregation program;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Crystal Lake that the Northern Illinois Municipal Electric Collaborative (NIMEC) is hereby appointed as the City's broker for purposes of obtaining a supply of electricity for residential and small business customers through the aggregation of electricity and for the City's municipal needs, and City Staff is hereby directed to take all actions necessary to establish said broker relationship.

BE IT FURTHER RESOLVED that the City Manager be and he is hereby authorized and directed to execute a contract for consultant services for residential/small business electrical aggregation and municipal electricity purchasing with NIMEC substantially in the form attached hereto as Exhibit A, and in a final form approved by the City Manager in consultation with the City Attorney, at a rate of compensation not to exceed 0.0002/kWh.

DATED this 17th day of July, 2018

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL
ATTEST

_____
CITY CLERK
PASSED: July 17, 2018
APPROVED: July 17, 2018

DRAFT

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: Traffic Calming Policy

Staff Recommendation: Motion to adopt a resolution adopting a City Traffic Calming Policy

Staff Contact: Abigail Wilgreen, City Engineer
Michael Magnuson, Public Works Director

Background:
The City's Traffic Safety Committee (TSC) was formed many years ago as a central repository for traffic safety concerns. The TSC allows the City to review traffic safety issues using multi-disciplinary and coordinated strategies and is comprised of members of several different departments, including Community Development, Public Works, Police, and Fire Rescue. The goal of the TSC is to maintain a high quality of life for residents by creating safe and attractive streets while maintaining satisfactory levels of vehicular access and emergency response.

Over the years, the TSC has addressed a multitude of concerns and has taken several steps to improve traffic and pedestrian safety in Crystal Lake. The attached memo details several of the issues that the TSC has successfully addressed. Highlights include:

- Assisting several elementary schools with afternoon dismissal traffic staging and flow
- Addressing parking congestion around several neighborhood parks during peak use times
- Using pavement markings to narrow the travel lanes and reduce speeding on various roadways
- Pedestrian crossing improvements at various locations throughout the City

The TSC has operated without any formal, written procedures to date; however, does its best to review citizens' complaints with consistency and transparency. The TSC has drafted a formal written policy on the process it takes when investigating a complaint and recommending actions. The TSC feels this will not only provide a formal written procedure but also provide an educational tool for residents.

The proposed Traffic Calming Policy, which is attached, includes:

- An outlined procedure for when a concern is expressed and how it is handled;

- Provides clear guidelines on what is an actionable request versus what is not; and
- Establishes options for various traffic calming techniques that can be used to address actionable requests as budgeted funds allow. The methods are provided and enacted using a multi-step strategy.

At the June 19, 2018 City Council Meeting, staff presented the draft policy. Feedback from the Council was favorable. The slides from the presentation are attached.

Votes Required to Pass:
A simple majority of City Council present.

The City of Crystal Lake Illinois

A RESOLUTION ADOPTING A TRAFFIC CALMING POLICY

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE hereby adopts its Traffic Calming Policy.

DATED this 17th day of July, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Mayor

SEAL

ATTEST:

_____
City Clerk

PASSED: July 17, 2018

APPROVED: July 17, 2018

DRAFT

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date:	July 17, 2018
Item:	Appropriation of MFT funds for the Route 14 and Virginia Road Intersection Improvements.
Staff Recommendation:	Motion to adopt a resolution appropriating $78,600 in MFT funds for the Route 14 and Virginia Road Intersection Improvement Phase II design engineering services.
Staff Contact:	Abigail Wilgreen, City Engineer

Background:
It is recommended that the City Council appropriate $78,600 in Motor Fuel Tax (MFT) funds for the Route 14 and Virginia Road Intersection Improvement. This appropriation is for the Phase II Design Engineering consulting services currently underway by Baxter and Woodman. The Council approved Baxter and Woodman at its June 20, 2017 meeting.

Any funds that are obligated and not spent will be returned to the City's unobligated balance once the project is complete. The City has sufficient reserves in its MFT fund for the construction and this project has been included in the FY 2018-2019 budget.

Votes Required to Pass:
A simple majority of City Council present.

Illinois Department of Transportation

Resolution for Improvement Under the Illinois Highway Code

Resolution Number	Resolution Type	Section Number
	Original	17-00125-00-CH

BE IT RESOLVED, by the Council (Governing Body Type) of the City (Local Public Agency Type)

of Crystal Lake (Name of Local Public Agency) Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract (Contract or Day Labor)

For Roadway/Street improvements:

	Name of Street(s)/Road(s)	Length (miles)	Route	From	To
+	US Route 14		FAP 305	@ Virginia Road (FAU 121)	

For Structures:

	Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed
+					

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Road widening and resufacing, traffic signal installation, pavement markings, and other miscellaneous improvements.

2. That there is hereby appropriated the sum of seventy-eight thousand, six hundred Dollars ($78,600.00) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Nick Kachiroubas (Name of Clerk) City (Local Public Agency Type) Clerk in and for said City (Local Public Agency Type)

of Crystal Lake (Name of Local Public Agency) in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council (Governing Body Type) of Crystal Lake (Name of Local Public Agency) at a meeting held on July 17, 2018 (Date)

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 17th (Day) day of July, 2018 (Month, Year)

(SEAL)

Clerk Signature

Approved

Regional Engineer
Department of Transportation

Date

DRAFT

Agenda Item No: 20

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: State Mandated Small Wireless Facilities Deployment Act

Staff Recommendation: Motion to:
1. Adopt an Ordinance providing for the regulation of and application for small wireless facilities, and
2. Adopt the Template Pole Attachment Agreement, and
3. Adopt the Small Wireless Facilities Permit Application.

Staff Contact: Michelle Rentzsch, Director of Community Development
George J. Koczwara, Director of Finance

Senate Bill 1451 Summary:

On April 12, 2018, Governor Bruce Rauner signed Senate Bill 1451 (Public Act 100-0585), the Small Wireless Facilities Deployment Act (Act). This Act provides the regulations and process for permitting and deploying small cell wireless facilities throughout Illinois. Municipalities have two months from the effective date of June 1, 2018, to either adopt fees through an ordinance or provide a fee schedule, pursuant to the Act.

Senate Bill 1451 allows wireless providers to place telecommunications equipment with an antenna up to 6 cubic feet in size and related equipment up to 25 cubic feet in size on existing or new utility poles. Senate Bill 1451 preempts local home rule authority, but the City of Chicago is exempt from its regulations.

Small cells are lower-profile wireless signal alternatives to traditional cell towers that can be attached to existing structures. Small cell equipment will initially meet current 4G (LTE) voice and data demands, but it is understood that these may be modified for future 5G higher speed equipment as technology changes.

Senate Bill 1451 was initially introduced at the request of telecommunications service providers to limit municipalities' ability to regulate the location of small cell wireless facilities and the fees a municipality could charge for the use of its rights-of-way (ROWs).

Currently, Crystal Lake negotiates with cellphone carriers on where to place cellphone receivers in the city and how much Crystal Lake can bill them. The legislation limits the ability of municipalities to regulate the placement of small wireless antennas in the public right of way and in areas used exclusively for commercial of industrial use.

The types of equipment and method of small cell deployment will vary and will depend upon the network needs and technology requirements of the various wireless carriers. Typical antenna locations are expected to be:

- Mounted onto existing utility or street lighting poles.
- Placed onto new freestanding poles erected in the public right of way.
- Strung on wires between existing poles.

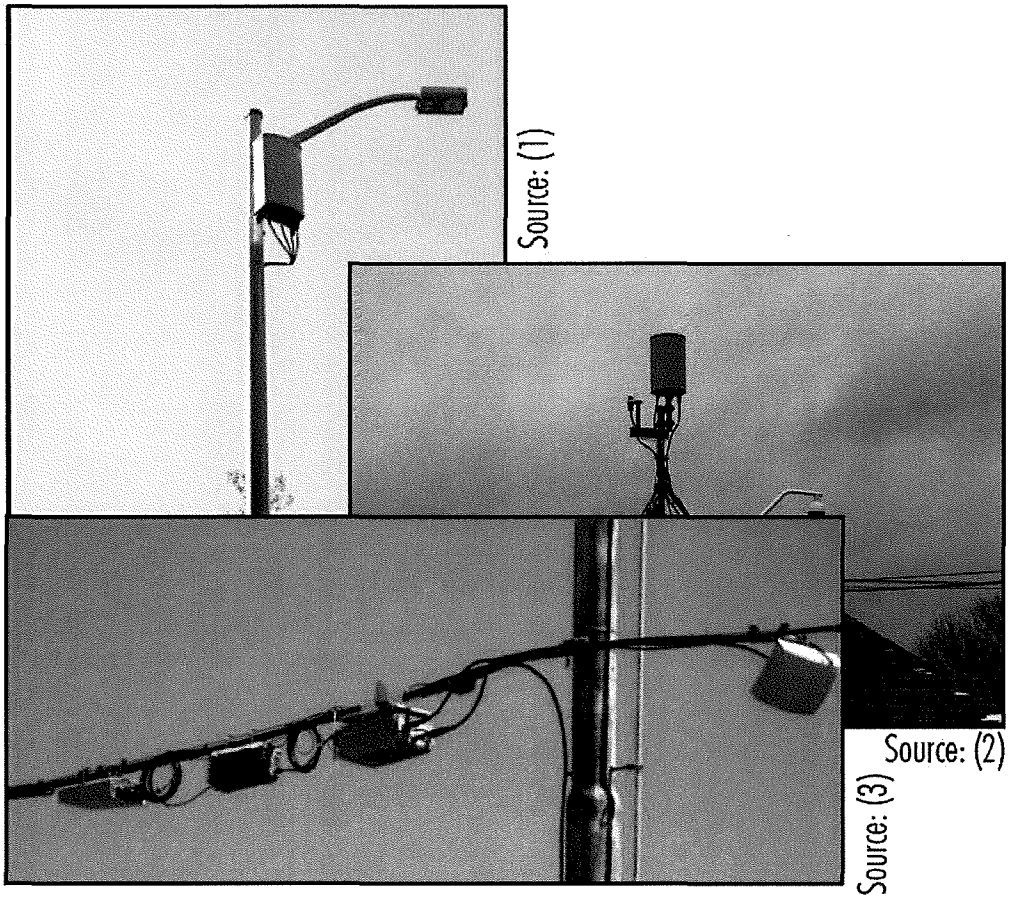


Photo Sources: (1) scientists4wiredtech.com; (2) steelintheair.com; (3) wade4wireless.com

There are an estimated 60,000+ small cell units already operating nationwide. Requests for small cell antenna installations in the City are expected to rise in the coming months as wireless companies work to meet the increasing wireless data demands of their customers.

While the City enthusiastically supports the goals of providing reliable cellular coverage throughout the community, the City of Crystal Lake, like many municipalities in Illinois has concerns with Senate Bill 1451 because it limits municipal authority to regulate small cell facilities.

The bill says a local government that normally has control over right-of-ways cannot control, prohibit or charge for small wireless equipment installed on a roadside structure or pole. The bill makes this use permitted and not subject to zoning review and approval, under specified circumstances. The bill provides requirements for applications, fees, application review and issuance of permits for side-by-side location of small wireless equipment. The act would prohibit the city from requiring a wireless provider to agree to reimburse the City, except to the extent of allowable application fees prescribed by the Act.

Many other municipalities and government coalitions, such as the Northwest Municipal Conference, have actively opposed Senate Bill 1451 since it was introduced in the previous legislative session. Despite those efforts, the House and the Senate voted to approve Senate Bill 1451 and Governor Rauner signed the legislation in April. The bill was passed with the overwhelming support of Chicago representatives despite Chicago being exempt from the bill's regulations.

Ordinance Summary:

As a service to its member municipalities, the Illinois Municipal League (IML), along with select IML committees and other stakeholders, developed documents that will aid in the implementation of the Act. These documents include:

- Model Small Wireless Facilities Deployment Ordinance
- Model Master Pole Attachment Agreement
- Model Small Wireless Facilities Permit Application

City staff, working with attorney Filippini, utilized the IML model ordinances in preparing the attached ordinances specific to the City of Crystal Lake. Below are questions and answers regarding the legislation from the Illinois Municipal League.

Question. What happens if our municipality does not adopt an ordinance or schedule of fees prior to two months after the effective date of the Act?

In the absence of an ordinance or agreement that makes available to wireless providers the rates, fees and terms for the attachment of small wireless facilities on municipal utility poles, wireless providers may attach small wireless facilities and install utility poles on their own accord, provided they comply with the requirements of the Act.

Question. What do we do if we begin to receive applications to attach small wireless facilities on our municipal poles before we have adopted an ordinance or a fee schedule, pursuant to the Act?

Section 15(i)(4) of the Act provides that municipalities have two months following the effective date of the Act (June 1, 2018) to adopt ordinances or provide agreements consistent with the terms of the Act, and thereafter, the terms of the Act will control in the absence of an ordinance or agreement. Permit applications received prior to August 1, 2018, would be acknowledged as received on the earlier of the effective date of the ordinance adopted by the municipality or August 1, 2018.

Question. Our municipality has already adopted the IML Small Cell Antenna/Tower Right-of-Way Siting Ordinance and/or an ordinance establishing standards for the construction of facilities on rights-of-way. What do we do about those ordinances?

The municipality should consider leaving the prior IML Small Cell Antenna/Tower Right-of-Way Siting Ordinance in effect to support any existing installations, and adopting the new Model Small Wireless Facilities Deployment Ordinance for permit applications received after adoption of the new Model Small Wireless Facilities Deployment Ordinance. As to the ordinance establishing standards for the construction of facilities on rights-of-way, municipal officials

should thoroughly review the ordinance with retained legal counsel or other qualified attorney and amend as necessary to ensure compliance with the Act.

Question. Does the Act apply to requests for permits to locate on municipal property outside of the right-of-way?

The Act only requires that requests to locate on municipal property outside of the right-of-way be granted in a competitively neutral and non-discriminatory manner.

Question. If the community requires other right-of-way users to obtain separate permits for electric and cabling requirements for their use, are wireless providers subject to those separate permitting requirements?

Yes.

Question. Where are the small wireless facilities permitted uses, pursuant to Section 15(c) of the Act?

Small wireless facilities are permitted uses in the right-of-way, and on property zoned exclusively for commercial or industrial use. On other property, zoning provisions apply, as do the Federal Communications Commission shot clock timelines for permitting of telecommunications facilities.

Question. If another authority is running through the municipality, such as a county or state road/street, who has the jurisdiction to control or regulate the small wireless facilities in the right-of-way?

The unit of government that controls the right-of-way has the jurisdiction to regulate the small wireless facilities in that right-of-way.

Recommendation:
It is staff's recommendation to adopt an Ordinance providing for the regulation of and application for small wireless facilities. Attorney Filippini reviewed and revised the Small Wireless Facilities Deployment Ordinance, the Pole Attachment Agreement, and the Small Wireless Facilities Permit Application.

Votes Required to Pass:
Simple majority

Ord. No. .....
File No. ....

The City of Crystal Lake

AN ORDINANCE AMENDING THE CITY CODE REGARDING REGULATION AND PERMITTING OF SMALL WIRELESS FACILITIES

WHEREAS, the Illinois General Assembly has recently enacted Public Act 100-585, known as the Small Wireless Facilities Deployment Act, which became effective on June 1, 2018; and

WHEREAS, the City of Crystal Lake (the "City") is an Illinois home rule municipality operating in accordance with the Illinois Constitution of 1970; and

WHEREAS, the City is authorized pursuant to its home rule authority and other applicable law, including Public Act 100-585, to enact appropriate regulations and restrictions relative to small wireless facility installations in the City rights-of-way and on private property within the City, subject to the limitations set forth in Public Act 100-585; and

WHEREAS, the corporate authorities of the City have determined that it is in the best interests of the City and its residents to amend the City Code of the City of Crystal Lake ("***City Code***") enact regulations governing small wireless facilities within the City as set forth in this ordinance;

NOW, THEREFORE, be it ordained by the corporate authorities of the City of Crystal Lake, County of McHenry, State of Illinois, as follows:

SECTION ONE. Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO. Addition of Chapter 428 to the City Code. The City Code is hereby amended in part to add a new Chapter 428 as follows:

Chapter 428: Rights-of-Way, Construction of Small Wireless Facilities; Construction of Small Wireless Facilities on Commercial and Industrial Property

§ 428-1 Purpose and Scope.

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A. Purpose. The purpose of this Ordinance is to establish regulations, standards, and procedures for the siting and collocation of small wireless facilities on rights-of-way within the City's jurisdiction and outside such rights-of-way on property zoned by the City exclusively for commercial or industrial use, in a manner that is consistent the Small Wireless Facilities Deployment Act, Public Act 100-0585.

B. Conflicts with Other Ordinances. This Ordinance supersedes all Ordinances or parts of Ordinances adopted prior hereto that are in conflict herewith, to the extent of such conflict. Notwithstanding the preceding sentence, to the extent that other ordinances can be applied in conformity Public Act 100-0585 that are more restrictive or demanding than the provisions of this Chapter, the requirements of such other must also be satisfied.

C. Conflicts with State and Federal Laws. In the event that applicable federal or State laws or regulations conflict with the requirements of this Ordinance, the wireless provider shall comply with the requirements of this Ordinance to the maximum extent possible without violating federal or State laws or regulations.

§ 428-2 Definitions.

For purposes of this Ordinance, the following terms shall have the following meanings:

Antenna – communications equipment that transmits or receives electromagnetic radio frequency signals used in the provision of wireless services.

Applicable codes – uniform building, fire, electrical, plumbing, or mechanical codes adopted by a recognized national code organization or local amendments to those codes, including the National Electric Safety Code.

Applicant – any person who submits an application and is a wireless provider.

Application – a request submitted by an applicant to the City for a permit to collocate small wireless facilities, and a request that includes the installation of a new utility pole for such collocation, as well as any applicable fee for the review of such application.

City utility pole – a utility pole owned by the City in public rights-of-way.

Collocate or **collocation** – to install, mount, maintain, modify, operate, or replace wireless facilities on or adjacent to a wireless support structure or utility pole.

Communications service – cable service, as defined in 47 U.S.C. 522(6), as amended; information service, as defined in 47 U.S.C. 153(24), as amended; telecommunications service, as defined in 47 U.S.C. 153(53), as amended; mobile

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service, as defined in 47 U.S.C. 153(53), as amended; or wireless service other than mobile service.

Communications service provider – a cable operator, as defined in 47 U.S.C. 522(5), as amended; a provider of information service, as defined in 47 U.S.C. 153(24), as amended; a telecommunications carrier, as defined in 47 U.S.C. 153(51), as amended; or a wireless provider.

Covered facility – a small wireless facility that is collocated (i) in a right-of-way in any zoning district, or (ii) outside rights-of-way in property zoned exclusively for commercial or industrial use.

FCC – the Federal Communications Commission of the United States.

Fee – a one-time charge.

Historic district or **historic landmark** – a building, property, or site, or group of buildings, properties, or sites that are either (i) listed in the National Register of Historic Places or formally determined eligible for listing by the Keeper of the National Register, the individual who has been delegated the authority by the federal agency to list properties and determine their eligibility for the National Register, in accordance with Section VI.D.1.a.i through Section VI.D.1.a.v of the Nationwide Programmatic Agreement codified at 47 CFR Part 1, Appendix C; or (ii) designated as a locally landmarked building, property, site, or historic district by an ordinance adopted by the City pursuant to a preservation program that meets the requirements of the Certified Local Government Program of the Illinois State Historic Preservation Office or where such certification of the preservation program by the Illinois State Historic Preservation Office is pending.

Law – a federal or State statute, common law, code, rule, regulation, order, or local ordinance or resolution.

Micro wireless facility – a small wireless facility that is not larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height and that has an exterior antenna, if any, no longer than 11 inches.

Person – an individual, corporation, limited liability company, partnership, association, trust, or other entity or organization, including a governmental agency or authority.

Public safety agency – the functional division of the federal government, the State, a unit of local government, or a special purpose district located in whole or in part within this State, that provides or has authority to provide firefighting, police, ambulance, medical, or other emergency services to respond to and manage emergency incidents.

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Rate – a recurring charge.

Right-of-way – the area on, below, or above a public roadway, highway, street, public sidewalk, alley, or utility easement dedicated for compatible use that is within the City's jurisdiction. Right-of-way does not include City-owned aerial lines.

Small wireless facility – a wireless facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than 6 cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than 6 cubic feet; and (ii) all other wireless equipment attached directly to a utility pole associated with the facility is cumulatively no more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, ground-based enclosures, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.

Utility pole – a pole or similar structure that is used in whole or in part by a communications service provider or for electric distribution, lighting, traffic control, or a similar function.

Wireless facility – equipment at a fixed location that enables wireless communications between user equipment and a communications network, including: (i) equipment associated with wireless communications; and (ii) radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. Wireless facility includes small wireless facilities. Wireless facility does not include: (i) the structure or improvements on, under, or within which the equipment is collocated; or (ii) wireline backhaul facilities, coaxial or fiber optic cable that is between wireless support structures or utility poles or coaxial, or fiber optic cable that is otherwise not immediately adjacent to or directly associated with an antenna.

Wireless infrastructure provider – any person authorized to provide telecommunications service in the State that builds or installs wireless communication transmission equipment, wireless facilities, wireless support structures, or utility poles and that is not a wireless services provider but is acting as an agent or a contractor for a wireless services provider for the application submitted to the City.

Wireless provider – a wireless infrastructure provider or a wireless services provider.

Wireless services – any services provided to the general public, including a particular class of customers, and made available on a nondiscriminatory basis using

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licensed or unlicensed spectrum, whether at a fixed location or mobile, provided using wireless facilities.

Wireless services provider or Wireless provider – a person who provides wireless services.

Wireless support structure – a freestanding structure, such as a monopole; tower, either guyed or self-supporting; billboard; or other existing or proposed structure designed to support or capable of supporting wireless facilities. Wireless support structure does not include a utility pole.

§ 428-3 Regulation of small wireless facilities.

A. Use. Covered Facilities shall be deemed permitted uses subject to administrative review (except as otherwise provided with respect to variances and appeals) and not subject to zoning review or approval. Any small wireless facilities other than a Covered Facility shall be subject to the zoning regulations set forth in the City's Unified Development Ordinance, the regulations regarding construction of facilities in rights-of-way set forth in Chapter 427 of the City Code, and all other applicable City ordinances and other local, state, and federal laws.

B. Permit Required. No person shall install, or cause to be installed, a Covered Facility within the City without first obtaining a City small wireless facility permit (a "***Permit***"). Permits and applications for Permits shall be subject to the following standards, procedures, and requirements:

(1) Requirements and Conditions.

a. Height Limitations.

i. No portion of a Covered Facility shall extend more than 10 feet above the utility pole or wireless support structure to which it is attached.

ii. Any new utility pole or wireless support structure within a right-of-way shall not exceed the higher of:

1. 10 feet in height above the tallest utility pole in existence as of June 1, 2018 (other than a utility pole supporting only wireless facilities) that is located within 300 feet of the new or replacement utility pole or wireless support structure and that is in the same right-of-way within the jurisdictional boundary of the City, provided the City may designate which intersecting right-of-way within 300 feet of the proposed

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utility pole or wireless support structures shall control the height limitation for such facility; or

2. 45 feet above ground level.

iii. Any new utility pole or wireless support structure located on a property outside the right-of-way shall not exceed 45 feet in height.

b. Public Safety Space Reservation. The City may reserve space on City utility poles for future public safety uses and City utility uses. No Permit shall be issued for such poles unless the City determines, in its reasonable discretion, that the pole can accommodate both the proposed Covered Facility and the City or public safety uses for which space is used or reserved.

c. No Public Safety Interference. A wireless provider's operation of Covered Facilities shall not interfere with the frequencies used by a public safety agency for public safety communications. Unacceptable interference will be determined by and measured in accordance with industry standards and the FCC's regulations addressing unacceptable interference to public safety spectrum or any other spectrum licensed by a public safety agency.

If a small wireless facility causes such interference, and the wireless provider has been given written notice of the interference by the public safety agency, the wireless provider, at its own expense, shall remedy the interference in a manner consistent with the abatement and resolution procedures for interference with public safety spectrum established by the FCC including 47 CFR 22.970 through 47 CFR 22.973 and 47 CFR 90.672 through 47 CFR 90.675.
The City may terminate a permit for a small wireless facility based on such interference if the wireless provider is not in compliance with the Code of Federal Regulations cited in the previous paragraph. Failure to remedy the interference as required herein shall constitute a public nuisance.

d. Contract Requirements. The wireless provider shall comply with requirements that are imposed by any contract between the City and a private property owner that concern design or construction standards applicable to utility poles and ground-mounted equipment located in the right-of-way.

e. Spacing. No new utility pole, wireless support structure, or ground-mounted equipment associated with one or more Covered Facilities

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located in the public right-of-way may be installed within 600 feet of another utility pole, wireless support structure, or ground-mounted equipment.

f. Undergrounding. No new utility poles or wireless support structures may be installed in a right-of-way in violation of any undergrounding requirements established by City ordinance.

g. Construction and Public Safety Standards For installation of Covered Facilities in rights-of-way, the wireless provider shall comply with all applicable City ordinances establishing construction, location, and public safety standards for work within the right-of-way, including, but not limited to Chapter 427 of the City Code. For Covered Facility installations on private commercial or industrial property, the wireless provider shall comply with all applicable City ordinances establishing construction and safety standards for building improvements, including, but not limited to, Chapter 187 of the City Code.

h. Signs. No signs (as defined in the City Code and Unified Development Ordinance) may be erected on any Covered Facility or utility pole except for signs required by law, ordinance, or regulation. The content and size of any such sign shall not exceed the requirements of the law, ordinance, or regulation pursuant to which such sign is erected.

i. Electric Transmission Poles. The wireless provider shall not collocate small wireless facilities on City utility poles that are part of an electric distribution or transmission system within the communication worker safety zone of the pole or the electric supply zone of the pole. Small wireless facility antennae and support equipment may be located only in the communications space on the City utility pole and on the top of the pole to the extent that such space is available and subject to compliance with all applicable laws.

   For purposes of this subparagraph (i), the terms "communications space", "communication worker safety zone", and "electric supply zone" have the meanings given to those terms in the National Electric Safety Code as published by the Institute of Electrical and Electronics Engineers.

j. Public Safety. The wireless provider shall comply with all applicable federal, state, and local codes are other laws that concern public safety.

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k. Design Standards. The wireless provider shall comply with the following design standards:

i. No Covered Facility shall be installed or maintained on a wireless support structure or utility pole at a height less than 15 feet above the adjacent grade.

ii. The orientation of Covered Facilities shall be consistent with the orientation of existing utility equipment installed on the same utility pole and other utility poles in the nearby area. Such Covered Facilities shall be painted, textured, and designed in a manner consistent with the utility pole's style, color, texture and materials and otherwise camouflaged and designed to blend in with the existing utility pole such that the attached Covered Facility is no more readily apparent or plainly visible (as reasonably determined by the City's Director of Public Works) than the existing utility equipment located on the utility pole. Further, if the utility pole is visible (at ground level) from and within 50 feet of any residential structure, Covered Facilities shall be concealed or screened by means of canisters, radomes, shrouds or other similar concealment enclosures, which shall be flush-mounted to the utility pole and painted, textured, and designed in a manner consistent with the utility pole's style, color, texture and materials and otherwise camouflaged and designed to blend in with the existing utility pole.

iii. Cables and other wiring serving a Covered Facility located on a wireless support structure or utility pole shall be enclosed in conduit flush mounted to the support structure or utility pole. Conduit shall be finished to match the materials, texture, and color of the subject support structure or utility pole.

iv. Ground-based enclosures for equipment to be utilized in connection with Covered Facilities shall be located no closer than five feet (5') from the edge of any pavement on a street with curbing, and no closer than ten feet (10') feet from the edge of any pavement on a street without curbing. In no event shall such ground-based enclosures be located within a drainage ditch. Additionally, a ground-based enclosure shall not be located closer than three feet (3') from a pedestrian facility.

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v. No Covered Facility shall be located on a wireless support structure or utility pole in a manner that interferes with the operation or functionality of such utility pole or pre-existing uses of such support structure or utility pole. For any utility pole providing lighting, the installation of the Covered Facility cannot impair the distribution of light from such pole.

l. Historic Districts and Landmarks. Except for facilities excluded from evaluation for effects on historic properties under 47 CFR 1.1307(a)(4), Covered Facilities in a historic district or on historic landmark shall comply with all applicable design and concealment requirements established for such historic district or historic landmark.

Such design and concealment measures shall not be considered a part of the Covered Facility for purposes of the size restrictions of a small wireless facility. This paragraph may not be construed to limit the City's enforcement of historic preservation in conformance with the requirements adopted pursuant to the Illinois State Agency Historic Resources Preservation Act or the National Historic Preservation Act of 1966, 54 U.S.C. Section 300101 et seq., and the regulations adopted to implement those laws.

(2) Application. An application for a Permit must be submitted in the form designated by the City Manager and shall include the following information:

a. Site specific structural integrity analysis and, for a City utility pole, a make-ready analysis prepared by a structural engineer, as that term is defined in Section 4 of the Structural Engineering Practice Act of 1989;

b. The location where each proposed small wireless facility or utility pole would be installed and photographs of the location and its immediate surroundings depicting the utility poles or structures on which each proposed small wireless facility would be mounted, the location where any new utility poles or structures would be installed, and a rendering of the proposed small wireless facility and/or utility pole in the proposed location;

c. Specifications and drawings prepared by a structural engineer, as that term is defined in Section 4 of the Structural Engineering Practice Act of 1989, for each proposed small wireless facility covered by the application as it is proposed to be installed;

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d. The equipment type and model numbers for the antennas and all other wireless equipment associated with the small wireless facility;

e. A proposed schedule for the installation and completion of each small wireless facility covered by the application, if approved;

f. Evidence of the applicant's right to utilize the structure on which the small wireless facilities are to be collocated;

g. All applicable fees and rates related to such application; and

h. Certification that the collocation complies all requirements of this Chapter.

(3) Completeness of Application. Within 30 days after receiving an application, the City shall determine whether the application is complete and notify the applicant. If an application is incomplete, the City's notice to the applicant shall identify the missing information. Processing deadlines shall be tolled from the time the City sends the notice of incompleteness to the time the applicant provides the missing information.

(4) Application Process. The City shall process applications as follows:

a. Applications for Collocation of Covered Facilities on Existing Utility Poles or Structures. An application to collocate a Covered Facility on an existing utility pole or wireless support structure shall be processed within 90 days after the delivery of a completed application. No such application shall be deemed approved unless the applicant has provided notice of intent to proceed on a "deemed approved" basis in accordance with state law.

b. Applications for Collocation of Covered Facilities on New Utility Poles or Structures. An application to collocate a Covered Facility that includes the installation of a new utility pole shall be processed within 120 days after the delivery of a completed application. No such application shall be deemed approved unless the applicant has provided notice of intent to proceed on a "deemed approved" basis in accordance with state law.

c. Review and Approval or Denial; Alternate Placements. The City shall approve a Permit application if the application meets all requirements of this Ordinance and all other applicable local, state, and federal laws; provided, however, that the City may impose reasonable

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conditions (which conditions shall be final unless the applicant appeals pursuant to Section 428-7); provided further that with respect to an application for the collocation of a Covered Facility on a new utility pole, the City may propose that the Covered Facility be collocated on an existing utility pole or existing wireless support structure within 100 feet of the location proposed by the applicant. The applicant shall accept such alternate location if it has the right to use the alternate structure on reasonable terms and conditions, and the alternate location and structure does not impose technical limits or additional material costs. If the applicant does not accept the alternate location, then it shall provide to the City a written certification describing the property rights, technical limits, or material cost reasons the alternate location does not satisfy the criteria in this paragraph.

If an applicant proposes to collocate a Covered Facility on an existing utility pole or wireless support structure, and the City determines that such utility pole or wireless support structure must be replaced to accommodate the proposed collocation, then approval may be conditioned on replacement of such utility pole or wireless support structure at the applicant's cost.

If a Permit application is denied, then the City shall provide the applicant with notice that specifies the basis for the denial, including the specific code provisions or application conditions on which the denial was based, and send such notice to the applicant on or before the day the City denies the application; provided, however, that an applicant shall have the right to appeal any denial pursuant to Section 428-7.

The applicant may cure the deficiencies identified by the City and resubmit the revised application once within 30 days after notice of denial is sent to the applicant without paying an additional application fee if the cure does not require review of a new location, new or different structure to be collocated upon, new antennas, or other wireless equipment associated with the small wireless facility. The City shall approve or deny the revised application within 30 days after the applicant resubmits the application in accordance with the provisions of this Subsection (c). No such application shall be deemed approved unless the applicant has provided notice of intent to proceed on a "deemed approved" basis in accordance with state law.

(5) Tolling. The time period for applications may be further tolled by:

a. The express agreement in writing by both the applicant and the City; or

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b. A local, State or federal disaster declaration or similar emergency that causes the delay.

(6) Consolidated Applications. An applicant seeking to collocate multiple Covered Facilities within the City's jurisdiction may file a consolidated application and receive a single permit for the collocation of up to 25 small wireless facilities if the collocations each involve substantially the same type of small wireless facility and substantially the same type of structure.

The City may remove Covered Facility collocations from the application and treat separately small wireless facility collocations for which incomplete information has been provided or that do not qualify for consolidated treatment or that are denied. The City may issue separate permits for each collocation that is approved in a consolidated application.

Consolidated applications shall be reviewed in accordance with Section 428-3.B(4).

(7) Collocation Completion Deadline. Collocation for which a permit is granted shall be completed within 180 days after issuance of the permit, unless the City and the wireless provider agree to extend this period or a delay is caused by make-ready work for a City utility pole or by the lack of commercial power or backhaul availability at the site, provided the wireless provider has made a timely request within 60 days after the issuance of the permit for commercial power or backhaul services, and the additional time to complete installation does not exceed 360 days after issuance of the permit. Otherwise, the permit shall be void unless the City grants an extension in writing to the applicant.

(8) Duration of Permits. The duration of a permit shall be for a period of 5 years, and the permit may be renewed for equivalent durations unless the City makes a finding that the Covered Facilities or the new or modified utility pole do not comply with the applicable codes or local code provisions or regulations in this Chapter.

If PA 100-0585 is repealed as provided in Section 90 of the Act, renewals of permits shall be subject to the applicable City Code provisions or regulations in effect at the time of renewal.

(9) Means of Submitting Applications. Applicants shall be deemed to have submitted applications if presented on City-designated forms, along with all necessary and appropriate supporting information, by personal

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delivery or five days after postmarked if sent by regular mail, all addressed at the City Hall. All other notices may be sent by personal delivery or postmarked on the date due, or by any other commonly used means, including electronic mail, as required or permitted by the City.

C. Application Fees. The following fees shall apply to all Permit applications, and no Permit application shall be deemed complete unless it is accompanied by the applicable fee:

(1) Applicant shall pay an application fee of $650 for an application to collocate a single Covered Facility on an existing utility pole or wireless support structure and $350 for each small wireless facility addressed in a consolidated application to collocate more than one Covered Facility on existing utility poles or wireless support structures.

(2) Applicant shall pay an application fee of $1,000 for each Covered Facility addressed in an application that includes the installation of a new utility pole or wireless support structure.

D. Exceptions; Limitations; Additional Provisions.

(1) The City shall not require an application, approval, or permit, or require any fees or other charges, from a communications service provider authorized to occupy the rights-of-way, for:

a. routine maintenance;

b. the replacement of Covered Facilities with Covered Facilities that are substantially similar, the same size, or smaller if the wireless provider notifies the City at least 10 days prior to the planned replacement and includes equipment specifications for the replacement of equipment consistent with the requirements of (2)d under the subsection titled Application Requirements; or

c. the installation, placement, maintenance, operation, or replacement of micro wireless facilities that are suspended on cables that are strung between existing utility poles in compliance with applicable safety codes.

However, the City may require a permit to work within rights-of-way for activities that affect traffic patterns or require lane closures.

(2) Nothing in this Ordinance authorizes a person to collocate small wireless facilities on:

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a. property owned by a private party or property owned or controlled by the City or another unit of local government that is not located within rights-of-way, or a privately-owned utility pole or wireless support structure without the consent of the property owner;

b. property owned, leased, or controlled by a park district, forest preserve district, or conservation district for public park, recreation, or conservation purposes without the consent of the affected district or facilities on rights-of-way that are under the jurisdiction and control of a different unit of local government as provided by the Illinois Highway Code; or

c. property owned by a rail carrier registered under Section 18c-7201 of the Illinois Vehicle Code, Metra Commuter Rail or any other public commuter rail service, or an electric utility as defined in Section 16-102 of the Public Utilities Act, without the consent of the rail carrier, public commuter rail service, or electric utility. The provisions of this Ordinance do not apply to an electric or gas public utility or such utility's wireless facilities if the facilities are being used, developed, and maintained consistent with the provisions of subsection (i) of Section 16-108.5 of the Public Utilities Act.

   For the purposes of this subsection, "public utility" has the meaning given to that term in Section 3-105 of the Public Utilities Act. Nothing in this Ordinance shall be construed to relieve any person from any requirement (a) to obtain a franchise or a State-issued authorization to offer cable service or video service or (b) to obtain any required permission to install, place, maintain, or operate communications facilities, other than small wireless facilities subject to this Ordinance.

(3) **Existing Agreements Grandfathered for Existing Locations.** Agreements between the City and wireless providers that relate to the collocation of small wireless facilities in the right-of-way, including the collocation of small wireless facilities on City utility poles, that are in effect on June 1, 2018, shall remain in effect for small wireless facilities collocated on City utility poles pursuant to applications submitted to the City before June 1, 2018, subject to applicable termination provisions.

(4) **Annual Recurring Rate.** Provided that an application for a Covered Facility is accompanied by a supplemental application as designated by the City Manager for collocating such Covered Facilities on a City utility pole, a wireless provider shall pay an annual recurring rate to collocate a Covered Facility on a City utility pole located in a right-of-way equal to (i) $200 per year or (ii) the actual, direct, and reasonable

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costs related to the wireless provider's use of space on the City utility pole.

Rates for collocation on City utility poles or wireless support structures located outside of a right-of-way are not subject to these limitations.

(5) **Aerial Facilities.** For City utility poles that support aerial facilities used to provide communications services or electric service, wireless providers shall comply with the process for make-ready work under 47 U.S.C. 224 and its implementing regulations.

(6) **Abandonment.** A small wireless facility that is not operated for a continuous period of 12 months shall be considered abandoned and the owner of the facility must remove the small wireless facility within 90 days after receipt of written notice from the City notifying the owner of the abandonment. The notice shall be sent by certified or registered mail, return receipt requested, by the City to the owner at the last known address of the owner. If the small wireless facility is not removed within 90 days of such notice, the City may remove or cause the removal of such facility pursuant to the terms of any pole attachment agreement for City utility poles or through whatever actions are provided for abatement of nuisances or by other law for removal and cost recovery.

(7) **Sale or Transfer.** A wireless provider shall provide written notice to the City if it sells or transfers small wireless facilities within the jurisdictional boundary of the City. Such notice shall include the name and contact information of the new wireless provider.

§ 428-4 Indemnification.

A wireless provider shall indemnify and hold the City harmless against any and all liability or loss from personal injury or property damage resulting from or arising out of, in whole or in part, the use or occupancy of the City improvements or right-of-way associated with such improvements by the wireless provider or its employees, agents, or contractors arising out of the rights and privileges granted under this Ordinance and PA 100-0585. A wireless provider has no obligation to indemnify or hold harmless against any liabilities and losses as may be due to or caused by the sole negligence of the City or its employees or agents. A wireless provider shall further waive any claims that they may have against the City with respect to consequential, incidental, or special damages, however caused, based on the theory of liability.

§ 428-5 Insurance.

A wireless provider shall carry, at the wireless provider's own cost and expense, the following insurance: (i) property insurance for its property's replacement cost against all risks; (ii) workers' compensation insurance, as required by law; or (iii) commercial general liability insurance with respect to its activities on the City

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improvements or rights-of-way to afford minimum protection limits consistent with its requirements of other users of City improvements or rights-of-way (including coverage for bodily injury and property damage) as determined by the City Manager, or such minimum coverages and maximum deductibles on such policies as may be established from time-to-time by ordinance or resolution of the City.

The wireless provider shall include the City and its officers, officials, employees, agents, attorneys, and representatives as an additional insured on the commercial general liability policy and provide certification and documentation of inclusion of the City in a commercial general liability policy as reasonably required by the City prior to, and as a condition of, issuance of a Permit.

§ 428-6 Variations.

A. A wireless provider may request a variance from one or more of the provisions of this chapter by submitting a written request to the City's Director of Public Works as part of a Permit application. The request shall identify each provision of this Chapter from which a variance is requested and the reasons why a variance should be granted.

B. The City's Director of Public Works shall decide whether a variance is authorized for each provision of this chapter identified in the variance request on an individual basis.

C. The City's Director of Public Works may authorize a variance only if the wireless provider requesting the variance has demonstrated that:

1. One or more conditions not under the control of the wireless provider create a special hardship that would make enforcement of the provision unreasonable, given the public purposes to be achieved by the provision; and

2. All other designs, methods, materials, locations or facilities that would conform to the provision from which a variance is requested are impracticable in relation to the requested approach.

D. As a condition for authorizing a variance, the City's Director of Public Works may require the wireless provider requesting the variance to meet reasonable standards and conditions that may or may not be expressly contained within this chapter but which carry out the purposes of this chapter.

§ 428-7 Appeals.

Any wireless provider aggrieved by any order, requirement, decision or determination, including denial of or conditions established in connection with a permit, variance, or other approval, made by the City's Director of Public Works

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under the provisions of this chapter may seek a review of such order, requirement, decision or determination by filing a request for review thereof with the City Manager, within 30 days after the notification of the order, requirement, decision or determination. The request for review shall set forth in detail the basis for the request. The City Manager shall thereafter consider the request for review, determine whether the order, requirement, decision or determination should be affirmed, modified, modified with conditions, or reversed, and provide a written determination thereof. If such wireless provider seeks further review of the order, requirement, decision or determination, such wireless provider shall file a request to appeal the determination of the City Manager with the City Clerk within 30 days after mailing of the determination by the City Manager; such appeal shall be considered by the Board of Trustees based on the relevant facts available regarding the order, requirement, decision or determination in question and the materials presented in connection with the request for appeal, as well as materials presented in connection with the Manager's review provided under this section. The determination of the Board of Trustees shall be a final decision for purposes of the Administrative Review Law, 735 ILCS 5/3-101 *et seq*.

§ 428-8 Severability.
If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

SECTION THREE. Effective Date. This Ordinance shall be in full force and effect following is passage and approval in the manner provided by law.

PASSED THIS 17th day of July, 2018.

AYES:

NAYS:

ABSENT:

APPROVED THIS 17th day of July, 2018.

_____
Aaron T. Shepley, Mayor

ATTEST:

_____
Nick Kachiroubas, City Clerk

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Agenda Item No: 21

City Council
Agenda Supplement

Meeting Date: July 17, 2018

Item: Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions with Genuine Parts Company/NAPA Integrated Business Solutions

Staff Recommendation: Motion to Adopt a Resolution

A. Approving an agreement with Genuine Parts Company/NAPA Integrated Business Solutions for Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions based on the competitively bid contract awarded by the National Joint Powers Alliance (NJPA) for a term of five years, renewable for an additional five years, and

B. Authorizing the City Manager to execute a Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions Agreement with Genuine Parts Company/NAPA Integrated Business Solutions and to execute an Assignment Agreement with Motor Parts & Equipment Corporation.

Staff Contact: Michael Magnuson, Public Works Director
George J. Koczwara, Director of Finance

Summary:
City Staff anticipates significant financial and practical advantages through the proposed Maintenance Equipment, Supplies, Services, and Inventory Management Solutions Agreement. Awarding a contract to Genuine Parts Company/NAPA Integrated Business Solutions will benefit the City by:

1. Providing "just-in-time" sourcing for parts and supply inventory;
2. Increasing City fleet staff productivity by reducing the need to dedicate mechanics to inventory management;
3. Reducing vehicle and equipment "down-time" through an increase in parts availability;
4. Providing better inventory control by managing, through a full-time, outsourced professional, automotive replacement parts; light, medium and heavy duty parts; bulk oil and other lubricants/chemicals; tools and equipment; automotive accessories; paint and refinishing supplies; tires; maintenance, repair and overhaul (MRO) products; office supplies; and safety supplies.
5. Providing a saving to the City of approximately $78,427 over the five-year contract term by reducing the cost of inventory procurement, shrinkage, obsolescence, management, and accounts payable.

Background:
To maintain the approximately 326 vehicles/equipment fleet, staff time spent procuring, receiving, billing and tracking parts/supplies was equal to approximately $336,000 in Fiscal Year 2017. The Fleet and Facility Services Division relies on more than 60 vendors for parts/supplies, requiring numerous Fleet and Purchasing staff-hours to establish purchase contracts for access to the variety of vendors needed.

Fleet and Public Works staff recognized the challenges of maintaining the fleet parts/supplies inventory and began investigating the option of outsourcing its parts operations in 2017. Outsourcing parts inventory offers an opportunity for staff to explore eliminating inventory ownership and the need for staff to manage inventory.

The National Joint Powers Alliance (NJPA), of which the City is a member, has entered into agreements with Genuine Parts Company/NAPA Integrated Business Solutions for Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions. The NJPA followed a standard competitive procurement process and received six bids. Genuine Parts Company/NAPA Integrated Business Solutions (NAPA-IBS) was awarded the contract following the competitive process.

A number of local municipalities have entered into contracts with NAPA-IBS for on-site fleet parts and inventory services, including contract staff to procure and manage the auto parts/supplies inventory since 2009. City staff visited the Village of Downers Grove to tour their facilities and learn from their experiences with NAPA-IBS. City stall also communicated with the fleet manager from the City of Aurora. The fleet manager of Downers Grove described their parts inventory management prior to outsourcing as lacking in the same areas as Crystal Lake's and reported after contracting with NAPA-IBS they saw annual cost savings, an increase in shop productivity as parts were readily available and a reduction in equipment downtime. Both the fleet managers from Downers Grove and Aurora conveyed their satisfaction with NAPA-IBS and their excellent quality of service provided. NAPA-IBS provides similar services to the City of Springfield, City of Chicago and the Illinois Department of Transportation (IDOT).

As part of the outsourcing, inventory will be reduced an estimated $13,000 in the first year, assuming 70% of the inventory is non-obsolete. NAPA-IBS will re-purchase the portion of current inventory previously purchased from NAPA, will track the non-NAPA inventory, and will assist in addressing the obsolete inventory to ensure the City recovers the maximum possible value. The elimination of time and costs associated with owning inventory and inventory management, shrinkage, and obsolescence will allow staff to focus on maintaining vehicles and equipment, meeting regulatory demands, replacing vehicles in a timely manner and managing vendor contracts outside of parts/supplies.

Fleet and Purchasing staff time will be reduced and administrative costs lowered as fewer purchase orders, receipts, invoices and accounts payables will need to be processed. NAPA-IBS will utilize the purchasing contracts they have in place, becoming the sole parts/supplies vendor. In addition to automotive, and light, medium and heavy duty parts, NAPA-IBS will also be the City's vendor for bulk oil and other lubricants/chemicals; tools and equipment; automotive accessories; paint and refinishing supplies; tires; maintenance, repair and overhaul (MRO) products; office supplies; and safety supplies.

NAPA's TAMS parts management software fully integrates with the City's fleet management software, allowing contract staff to issue parts directly to work orders, handle all paperwork reconciliation and pay vendors directly. In turn, NAPA will bill the City monthly for all parts/supplies purchased.

Genuine Parts Company

Genuine Parts Company (GPC) is the parent company of the National Automotive Parts Association (NAPA), also known as NAPA Auto Parts. GPC is also the parent company of other companies that will be involved under this Fleet and Maintenance Inventory Management Program. Below is a description of the companies and products involved with this contract.

Automotive Parts Group

The Automotive Parts Group, the largest division of GPC, distributes approximately 475,000 automotive replacement parts, accessory items and service items throughout North America, Australia and New Zealand. In North America, parts are sold primarily under the NAPA brand name as well as under the Genuine.

Industrial Parts Group

The Industrial Parts Group, which operates under the name Motion Industries, offers access to more than 6.5 million industrial replacement parts and related supplies and serves over 150,000 original equipment manufacturers (OEMs) and maintenance, repair and overhaul providers (MROs) throughout North America and in all types of industries. Motion Industries is also reseller of meters manufactured by Badger Meter, Inc. In 2005, following a competitive bidding process, the City undertook a city-wide water meter change-out program. Since that time, water meters manufactured by Badger Meters, Inc. have been the sole water meter utilized by the City of Crystal Lake to measure water flow distribution of properties connected to the City's water distribution system. NAPA-IBS will manage the acquisition, control, and fulfillment of the City's water meters.

Office Products Group

The Office Products Group, which operates under the name S. P. Richards Company, distributes more than 62,000 items to over 6,300 resellers and distributors throughout the United States and Canada from a network of 45 distribution centers. Customers include independently owned office product dealers, large contract stationers, national office supply superstores, mail order distributors, internet resellers, college bookstores, office furniture dealers, janitorial and sanitation supply distributors, safety product resellers and food service distributors.

NAPA Integrated Business Solutions (IBS)

NAPA Integrated Business Solutions (IBS), a division of Genuine Parts Company, provides vendor managed inventory solutions to government and private vehicle fleets. IBS provides complete on-site parts management from procurement and inventory management, through order fulfillment. The supply chain infrastructure includes the substantial combined corporate assets of Genuine Parts Company's family of supply and distribution enterprises, company and small-business independent stores, including the Crystal Lake NAPA store.

Motor Parts & Equipment Corporation (MPEC)

Motor Parts & Equipment Corporation (MPEC) is a regional, independent NAPA distributor, wholesaler, and retailer. MPEC Holdings companies includes MPEC Distribution Operations which specialize auto parts distribution through their 40,000-square-foot distribution operation located in Rockford, Illinois. In addition, MPEC Holdings includes MPEC NAPA which features 45 independent NAPA auto parts stores throughout Illinois, Iowa, Minnesota and Wisconsin, including the NAPA store in Crystal Lake. NAPA-IBS will contract with MPEC NAPA to manage the City's NAPA-IBS contract.

Contract Structure:

As part of the contract, NAPA-IBS will liquidate the City's current vehicle parts inventory and give the proceeds of the inventory to the City. NAPA-IBS will then establish an onsite parts operation which will consist of a full-time manager and vendor-managed inventory (VMI). With VMI, almost all of the City's parts and supplies inventory will be supplied and maintained by NAPA-IBS who will be responsible to monitor

usage, manage inventory levels, and handle accounting and administrative duties, including invoicing, shipping, and purchase orders.

NAPA-IBS will be responsible for inventory control by managing, through the on-site NAPA-IBS employee, automotive replacement parts; light, medium and heavy duty parts; bulk oil and other lubricants/chemicals; tools and equipment; automotive accessories; paint and refinishing supplies; tires; maintenance, repair and overhaul (MRO) products; office supplies; and safety supplies. NAPA-IBS will be responsible for acquisition of original equipment (OE), aftermarket equipment, products provided by companies owned by GPC, as well as non-GPC parts and supplies.

The City's current parts room has an approximately 50% fill rate, meaning parts are available only half the time. When parts are not available, City staff have to spend time searching and ordering parts instead of doing their core responsibilities. NAPA-IBS will provide and maintain sufficient inventory to provide an 80 percent parts and supplies fill rate. The NAPA-IBS "store" will be located in the fleet area of Public Works Department at City Hall and will be only accessible to City employees.

VMI can increase the fill rate because NAPA-IBS specialists know which parts and supplies are fast-moving and how many should be kept in inventory, and which are obsolete and should be returned for credit. NAPA-IBS can utilize their specifically training personnel to source and leverage purchasing volume. It is anticipated that unit costs will be less and warranty terms stronger.

The NAPA-IBS pricing structure will be based on the competitively bid contract awarded by the National Joint Powers Alliance (NJPA). Under the terms of the contract, the NAPA-IBS contract will follow an acquisition cost factored margin methodology. The City will purchase parts and supplies at the store acquisition cost (less any rebates and discounts that are passed on to the City via the acquisition price) divided by the factored margin. The factored margin for this contract will be 8%. Utilizing this method, the City will see the invoice cost for the part of supply and can then easily factor the contract margin (8%).

With regard to the NAPA-IBS store, the City will reimburse the cost for the full-time NAPA-IBS employee. Only authorized City employees will be able to purchase parts and supplies at the NAPA IBS store. NAPA-IBS will be responsible for paying all city vendors and consolidating their purchases into one bill. These purchases will be tracked and accounted for the respective City departments.

Cost Savings:

Upon entering into the contract with NAPA-IBS, the City will not fill the part-time parts clerk position that was recently vacated and will not fill a seasonal position (summer help). Operational costs will include a reduction in administrative time for purchase order processing (approximately 1,435 per year) as well as a reduction in lost technician time (30 minutes per day, per tech) associated with parts procurement. Minor building modifications will be undertaken to expand and secure the parts storage area, but these costs will be offset by eliminating a public works vehicle that would have been used to pick up parts. Based on the analysis below, the City will see a cost savings by entering into this agreement. The estimated five-year cost savings for the City are shown below.

Five-Year Cost Comparison (Fiscal Year 2019 through Fiscal Year 2023)

Current City Program	5 Year Costs	NAPA IBS Program	5 Year Costs
Personnel and Operating Costs	$490,632	Personnel and Operating Costs	$462,605
Parts Discount	$0	NAPA parts savings	-$33,600
Savings from Inventory Management & Optimization	$0	Inventory Management & Optimization	-$16,800
TOTAL =	**$490,632**	**TOTAL =**	**$412,205**
		FIVE YEAR COST SAVINGS =	**$ 78,427**

Recommendation:
It is staff's recommendation to award a contract for Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions to Genuine Parts Company/NAPA Integrated Business Solutions. The City's Attorney and the City's Risk Pool have reviewed the agreement.

Votes Required to Pass:
Simple majority

RESOLUTION NO.

APPROVAL OF A FLEET-RELATED MAINTENANCE EQUIPMENT, SUPPLIES, SERVICES, AND INVENTORY MANAGEMENT SOLUTIONS CONTRACT WITH GENUINE PARTS COMPANY/NAPA INTERGRATED BUSINESS SOLUTIONS

WHEREAS, previously, the City Council authorized the execution of agreements to participate in cooperative purchasing groups. Cooperative purchasing is increasingly popular at the federal, state, and local levels because it can save significant time and money in contract production as well as lower contract prices through the power of aggregation; and

WHEREAS, cooperative purchasing allows a group of buyers with a common interest to pool their buying power in order to negotiate more favorable pricing on goods and services. Cooperative purchasing allows the City to aggregate volume of specific commodities and services to achieve better pricing than it would on its own; and

WHEREAS, one purchasing group that the City is a member of is National Joint Powers Alliance (NJPA); and

WHEREAS, following a competitive proposal process, NJPA awarded a Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions contract to Genuine Parts Company/NAPA Integrated Business Solutions. NJPA followed the same process that the City would follow for the public procurement, including: publicly advertising the bid, analyzing the responses from the five proposers, and entering into a contracting with the awarded vendor, Genuine Parts Company/NAPA Integrated Business Solutions; and

WHEREAS, Genuine Parts Company (GPC) is an American service organization engaged in the distribution of automotive replacement parts, industrial replacement parts, office products and electrical/electronic materials; and

WHEREAS, GPC is the parent company of other companies that will be involved under this Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions contract; and

WHEREAS, the Automotive Parts Group, the largest division of GPC, distributes approximately 475,000 automotive replacement parts, accessory items and service items throughout North America, Australia and New Zealand. In North America, parts are sold primarily under the NAPA brand name as well as under the Genuine; and

WHEREAS, the Industrial Parts Group of GPC, which operates under the name Motion Industries, offers access to more than 6.5 million industrial replacement parts and related supplies and serves over 150,000 original equipment manufacturers (OEMs) and maintenance, repair and overhaul providers (MROs) throughout North America and in all types of industries; and

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WHEREAS, MRO items include consumables (such as cleaning or laboratory supplies), industrial equipment (such as compressors, pumps, valves) and plant upkeep supplies (such as gaskets, lubricants, repair tools); and

WHEREAS, Motion Industries is a reseller of water meters manufactured by Badger Meter, Inc. (Badger Meters). In 2005, following a competitive bidding process, the City undertook a city-wide water meter change-out program. Since that time, water meters manufactured by Badger Meters have been the sole water meter utilized by the City of Crystal Lake to measure water flow distribution of properties connected to the City's water distribution system. NAPA-IBS will manage the acquisition, control and fulfillment of the City's water meters; and

WHEREAS, the Office Products Group of GPC, which operates under the name S. P. Richards Company, distributes more than 62,000 items to over 6,300 resellers and distributors throughout the United States and Canada from a network of 45 distribution centers; and

WHEREAS, NAPA Integrated Business Solutions (NAPA-IBS), a division of GPC, provides vendor managed inventory solutions to government and private vehicle fleets. NAPA-IBS provides complete on-site parts management from procurement and inventory management, through order fulfillment; and

WHEREAS, the supply chain infrastructure of NAPA-IBS includes the substantial combined corporate assets of GPC's family of supply and distribution enterprises, company and small-business independent stores, including the Crystal Lake, IL NAPA auto parts store; and

WHEREAS, Motor Parts & Equipment Corporation (MPEC) is a regional, independent NAPA distributor, wholesaler, and retailer. MPEC Holdings companies includes MPEC Distribution Operations which specialize in auto parts distribution through their 40,000-square-foot distribution operation located in Rockford, Illinois. Additionally, MPEC Holdings includes MPEC NAPA which features 45 independent NAPA auto parts stores throughout Illinois, Iowa, Minnesota and Wisconsin, including the NAPA store in Crystal Lake, IL; and

WHEREAS, NAPA-IBS will assign the Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions contract between the City of Crystal Lake and with Genuine Parts Company/NAPA Integrated Business Solutions to MPEC to manage the City's contract on behalf of NAPA-IBS; and

WHEREAS, over time, the City anticipates significant financial and practical advantages by implementing a comprehensive Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solution versus the current method.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are hereby repeated and incorporated as though fully set forth herein.

BE IT FURHTER RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE hereby approves a Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solution (the "Inventory Management Solution Program") with Genuine Parts Company/NAPA Integrated Business Solutions based on the competitively bid contract awarded by the National Joint Powers Alliance (NJPA) for a term of five years, with an option to renew for an additional five years; provided, however, that any renewal of such Inventory

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Management Solution Program (or agreements relating thereto) beyond the initial five-year term shall be subject to further review and approval of the City Council.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute on behalf of the City an agreement with Genuine Parts Company/NAPA Integrated Business Solutions in substantially the form prescribed as part of the Inventory Management Solution Program, subject to final review and approval of the City Attorney.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute on behalf of the City an Inventory Management Solution Program Assignment Agreement with Motor Parts & Equipment Corporation.

DATED at Crystal Lake, Illinois, this 17th day of July, 2018.

APPROVED:

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Aaron T. Shepley, Mayor

ATTEST:

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Nick Kachiroubas, City Clerk

PASSED: July 17, 2018
APPROVED: July 17, 2018

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Agenda Item No: 22

City Council
Agenda Supplement

Meeting Date:	July 17, 2018
Item:	Illinois Environmental Protection Agency Annual National Pollution Discharge Elimination System (NPDES) Permit Fees
Staff Recommendation:	Motion to adopt a resolution authorizing payment in the amount of $48,500.00, for annual NPDES permit fees under protest, and the addition of an equal amount to the Accounts Payable list.
Staff Contact:	Michael Magnuson, P.E., Director of Public Works

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Background:

As part of the State of Illinois' adoption of its annual budget in 2003 and its efforts to overcome a budget deficit, unprecedented annual fees were established for holders of National Pollution Discharge Elimination System (NPDES) Permits. These permits, which regulate the operation and discharges of the City's wastewater and storm water systems, are required under the Clean Water Act and are issued by the IEPA. Operation of wastewater and storm water facilities in violation of the permit requirements, or without a permit, constitutes violations of the Clean Water Act and the State of Illinois compiled statutes relative to Water Pollution Control. Violators are subject to civil and criminal prosecution. The fees were previously "justified" by the Governor and Legislature as being needed to fund the IEPA and its oversight of NPDES holders' operations, which have, prior to 2003, been funded without permit fees other than new water and sewer extension permit application fees.

The annual permit fees for the wastewater plants are based on design average flows (DAF), with facilities with a DAF of more than one Million Gallons per Day (MGD) and less than five MGD receiving an annual fee of $15,000.00. This would be the fee for WWTP #3 since the DAF is 1.7 MGD. Facilities with a DAF greater than five MGD and less than ten MGD are to be charged $30,000.00. The DAF of WWTP #2 is 5.8 MGD. The IEPA has invoiced the City of Crystal Lake in the amount of $30,000.00 for WWTP #2 and $15,000.00 for WWTP #3, with a payment due date of August 13, 2018. In addition to these fees, a fee of $2,500.00 per year is assessed for our Sludge Generator Land Application permit.

Storm water annual permit fees have been assessed to the City for its municipally-owned and operated separate storm sewer system (MS4) in the amount of $1,000.00 and these annual permit fees are due by August 13, 2018.

These NDPES permit fees were unforeseen and not publicized and were, therefore, unbudgeted when first implemented in 2003, but have been budgeted items in subsequent fiscal years. The fees were established within the State of Illinois' FY2004 Budget Implementation Act and became effective July 1, 2003 and, in spite of intense political rhetoric, have not been repealed or modified. The City Council has voted to pay these fees under protest since 2003. A copy of the letter to be submitted with the 2018 payment is attached, in addition to the invoices for the current year.

The City has been assessed a total of $729,000.00 in NPDES fees since 2003.

The IEPA website includes the ominous statement that failure to pay the required fees will result in referral to the Attorney General's office for "prosecution as provided for within the act".

Attached for consideration is a resolution authorizing payment of the NPDES Permit Fees in the amount invoiced, totaling $48,500.00.

Votes Required to Pass:

Simple Majority

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to authorize payment under protest in the amount of $48,500.00 for annual NPDES permit fees and add an equal amount to the Accounts Payable list.

DATED this 17th day of July, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST

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Nick Kachiroubas, City Clerk

Passed: July 17, 2018
Approved: July 17, 2018

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