CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
September 18, 2018
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Swearing In Ceremony for new Police Officers and Firefighter Paramedic**

5. **Business Anniversary Proclamations: 100 Years Curran Group, 25 Years Douglas Automotive**

6. **Approval of Minutes – September 4, 2018 Regular City Council Meeting**

7. **Accounts Payable**

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

9. **Mayor's Report**

10. **City Council Reports**

11. **Consent Agenda**
    a. **Request for approval of the 2018 Festival of Lights Parade to be held on Friday, November 23, 2018, waiver of the Special Event Fee and waiver of Police Department chargeback fees.**

    b. **Request for approval of a Class "16" Temporary Liquor License to St. Elizabeth Ann Seton Catholic Church for their 40th Anniversary Celebration on November 10, 2018.**

    c. **Request for approval of a Class "16" Temporary Liquor License to the Knights of Columbus Council #10678 for Oktoberfest to be held at St. Elizabeth Ann Seton Catholic Church on October 13, 2018.**

    d. **Martin Chevrolet – 5220 Northwest Highway – Temporary Use Permit request for 2018-2019 Special Promotions.**

12. **Kourtis, 165LT First Street – Preliminary and Final Planned Unit Development for a Dnplex.**

13. **Woodlore Estates – Final Plat of Subdivision, Planned Unit Development Amendment, and Plat of Easement.**

14. **Barkley, 225 College Street – Simplified Residential Zoning Variation to construct a fence five feet from the front yard property line.**

15. **Popeye's Louisiana Kitchen – 340 West Virginia Street – Resolution anthorizing the execution of a Crystal Lake Watershed Stormwater Facilities Management Non-Residential Maintenance Plan, Grant of Easement and Funding Agreement.**

16. **County Zoning Request – Hamilton Ranches Partnership, East Side of Route 47, south of the intersection of Route 57 and Foster Road – Conditional Use Permit renewal for a restricted landing area.**

17. **Holiday Inn Chicago Crystal Lake/ H&R Hospitality LLC – 800 S. Route 31 - Ordinance Increasing the number of Class "5" Liquor Licenses from 0 to 1**

18. **Discussion Only – Draft Intergovernmental Agreement for Public Dial-A-Ride Transit Service (MCRide) in 2019.**

19. **Ordinance Amending Chapter 102 of the City Code - Qualification Bases Selection of Consultants**

20. **Bid Award – Honeysuckle Storm Sewer**

21. **Bid Award – Standby Parking Lot Snowplowing and Salting Services**

22. **Proposal Award – Installation and Programming of Programmable Logic Controllers at three sanitary sewer lift stations**

23. **Resolution authorizing execution of a "Consent of Lessor" as it relates to the Quarry Cable Park LLC.**

24. **Council Inquiries and Requests.**

25. **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.**

26. **Reconveue to Regular Session.**

27. **Adjourn.**

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

Agenda Item No: 11a

City Council
Agenda Supplement

Meeting Date:	September 18, 2018
Item:	Festival of Lights Parade and Parking Restrictions Request
Staff Recommendation:	Motion to approve the 2018 Festival of Lights Parade to be held on Friday, November 23, 2018, as requested subject to the conditions contained in this agenda supplement and waiver of the Special Event ($50) and Police Department chargeback fees (~$1,821.04).
Staff Contact:	Michelle Rentzsch, Director of Community Development

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Background:

Downtown Crystal Lake is requesting approval to hold the annual Festival of Lights Parade on Friday, November 23, 2018 at 7:00 p.m. in Downtown Crystal Lake. Since they are requesting road closures, establishment of temporary no-parking zones, use of City property, and Police Department assistance, this event is classified as a Special Event that requires City Council approval.

The parade participants and vehicles will line up at City Hall and use the far-east entrance/exit off Woodstock Street into City Hall. Parade participants will be asked to use the Alexander Commuter Lot to park their personal vehicles during the parade. During the parade, the Fire Rescue, Police, and Public Works Departments will use the west entrance/exit to City Hall. A map of the parade route has been attached to this agenda supplement.

The following roads will be closed starting at about 6:30 p.m. for the parade route and will open when the route clears at about 8:30 p.m.

- Woodstock Street between Walkup Avenue and Caroline Street, and between Grant Street and Williams Street
- Caroline Street between Woodstock Street and Crystal Lake Avenue
- Crystal Lake Avenue between Caroline Street and Main Street
- Grant Street between Crystal Lake Avenue and Woodstock Street
- Williams Street between Woodstock Street and Crystal Lake Avenue

The road closures are the same as previous years, with the exception of Crystal Lake Avenue. In previous years, Crystal Lake Avenue was closed between Caroline Street and Williams Street. However, the parade organizers and the Police Department met to discuss this year's parade, and determined that closing Crystal Lake Avenue to Main Street would be safer for the disbursing crowd after the tree lighting ceremony. The parade vehicle return route has also been changed to send vehicles down Franklin Street, which is easier to navigate with larger vehicles than the former route down Paddock Street.

In addition, the Downtown Crystal Lake organization is requesting to prohibit parking temporarily along the following streets from 5:00 p.m. until the end of the parade at approximately 8:30 p.m.:

- Both sides of Caroline Street between Woodstock Street and Crystal Lake Avenue,
- Both sides of Franklin Avenue between Williams Street and Walkup Avenue,
- Both sides of Woodstock Street between Grant Street and Williams Street,
- Both sides of Williams Street between Woodstock Street and Crystal Lake Avenue, and
- Both sides of Grant Street between Crystal Lake Avenue and Woodstock Street.

The Crystal Lake Police Department will place "NO PARKING AFTER 5 P.M. BY POLICE ORDER" signs along Caroline Street, Franklin Street, Williams Street, Grant Street, and Woodstock Street. The Downtown Crystal Lake organization will place City-owned barricades and parking cones to restrict parking along Williams Street and Woodstock Street.

City staff has reviewed the petitioner's request, and does not have concerns regarding the parade and the parking restrictions, providing the following conditions are met:

1) The Downtown Crystal Lake organization must coordinate with the Crystal Lake Police Department and the Crystal Lake Public Works Department regarding staffing, signage, and other needs for the parade.
2) Signs must be posted restricting parking on the following streets:
   a. Both sides of Caroline Street between Woodstock Street and Crystal Lake Avenue,
   b. Both sides of Franklin Avenue between Williams Street and Walkup Avenue,
   c. Both sides of Woodstock Street between Grant Street and Williams Street,
   d. Both sides of Williams Street between Woodstock Street and Crystal Lake Avenue, and
   e. Both sides of Grant Street between Crystal Lake Avenue and Woodstock Street.

   The signs must be removed after the parade has concluded.
3) City-owned barricades and parking cones will be used by the petitioner to block parking on Woodstock Street, both sides of Williams Street and Grant Street. The petitioner must complete and submit a Barricade Borrowing Application.
4) The petitioner must continue to work with City staff on how best to control spectators which may include 3-foot tall metal barricades, additional parade marshals, additional police assistance, or other acceptable crowd control measures to ensure the safety of all spectators and participants.
5) Any vendor present at this event, or present within the immediate area during the event, must have permission and approval from the Downtown Crystal Lake / Main Street organization, along with the appropriate proof of insurance and a vendor license. In addition, any business conducting a promotional activity must coordinate with the

Downtown CL organization to ensure the activity does not conflict with the parade approval.

6) All debris created by the event must be cleaned up during and after the event. In addition, MDC Environmental Services, Inc., the City's refuse contractor, will conduct a special collection following the parade.
7) If tents or canopies will be used, the petitioner must contact the Fire Rescue Department for further review.
8) Promotional and informational banners and signage are approved via this approval. Please contact the Building Division regarding the details of the signage to be used in conjunction with the event.
9) Emergency vehicle access must be maintained throughout the event. Items should not be placed on the roadway to prohibit access, and volunteers should be available to remove barricades to allow emergency vehicles on the roadway if necessary.
10) In the case of inclement weather, an alternate date can be approved by the City Manager.

The Police Department estimates that the cost for Police Officer assistance for this event is $1,821.04 based on previous year's staffing. In previous years, Downtown Main Street has not been charged for the Police Officers. The Downtown Main Street has requested that the $50 application Special Event application fee as well as the Police Department chargeback be waived.

The applicant has been made aware of these recommended conditions and advised to attend the September 18, 2018 City Council meeting to answer any questions.

Votes Required to Pass:

Simple majority vote of the City Council.

Agenda Item No: 11b

City Council
Agenda Supplement

Meeting Date:	September 18, 2018
Item:	Class 16 Temporary Liquor License Request – St. Elizabeth Ann Seton Catholic Church
Staff Recommendation:	Motion to approve issuance of a Class "16" Temporary Liquor License to St. Elizabeth Ann Seton Catholic Church
Staff Contact:	Eric T. Helm, Deputy City Manager

Background:
The City has received a request from St. Elizabeth Ann Seton Catholic Church for the issuance of a Class "16" Temporary Liquor License in order to sell beer and wine at their parish's 40th Anniversary Celebration event being held at the St. Elizabeth Ann Seton Catholic Church, located at 1023 McHenry Avenue, on Saturday November 10, 2018 from 5:00 p.m. to 10:00 p.m.

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

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

Votes Required to Pass:
Simple majority

Agenda Item No: 11c

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Class 16 Temporary Liquor License Request – Knights of Columbus Council #10678

Staff Recommendation: Motion to approve issuance of a Class "16" Temporary Liquor License to the Knights of Columbus Council #10678

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from the Knights of Columbus Council #10678 for the issuance of a Class "16" Temporary Liquor License in order to sell beer and wine at their Oktoberfest event being held at the St. Elizabeth Ann Seton Church Community Center, located at 1023 McHenry Avenue, on Saturday, October 13, 2018 from 5:30 p.m. to 10:30 p.m.

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

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

Votes Required to Pass:
Simple majority

Agenda Item No: 11d

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Martin Chevrolet Temporary Use Permit requests for 2018-19 Special Promotions.

Recommendation: Motion to approve the Temporary Use Permits for the 2018-19 Special Promotions pursuant to the recommendations below.

Staff Contact: Michelle Rentzsch, Director of Community Development

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Background: For the past several years, staff has worked with auto dealerships to obtain an annual Temporary Use Permit for all of the dealerships' special advertising needs. This allows car dealerships to hold promotions within the time-frames required by the manufacturers without the need for seeking individual Temporary Use Permit approval. Also, this conserves City resources by allowing all promotions to be reviewed simultaneously through a single review.

Auto manufacturers require their dealers to hold various promotional events during the year as part of the manufacturer's overall advertising program. These promotional events are inconsistently timed throughout the year and given to the dealers with little or no advance notice. The challenge for the auto dealers occurs when they are sent the promotional materials, banners, and program requirements and given very short notice to begin advertising for the promotions. The promotional events can last as few as five days and, therefore, by the time the temporary use permit and signage permits are applied for and obtained, the promotion is already over.

The City's auto dealers have provided promotional schedules that allow the dealerships the flexibility to offer promotions throughout the year as needed, without being required to return to the City for individual approvals for each promotion. The petitioner is requesting approvals that are in accordance with their manufacturer's advertising program for the remainder of 2018 and all of 2019.

The proposed schedule and the detail for Martin Chevrolet's events, including event length, and promotional items (banners and tents), are listed on the attached schedule. This will also eliminate the need for limited duration sign permits.

If the requests are approved, the following conditions are recommended:

1. The Temporary Use Permit is valid during 2018 through 2019.

2. The installation of a tent requires an inspection prior to occupancy by the Fire Prevention Bureau. The additional conditions for the tents are:
   A. All tents must be labeled fire retardant and anchored properly.
   B. At least one fire extinguisher must be under the tent.
   C. No automobiles will be allowed under the tent with the batteries connected.
   D. Fuel levels must be less than ¼ tank or not more than 5 gallons, whichever is less.
   E. Fuel tank openings must be secured to prevent the escape of vapors.
   F. Provide a 20-foot access for emergency vehicles to gain access to the building, Fire Rescue Department connection, and the event site. The tents may need to be adjusted.
   G. The tent placement on the provided plan will require a 12-foot separation from other tents, canopies, and the parking of cars.
   H. All tents/canopies shall be anchored using stakes, sand, or concrete blocks.
3. Banners should be positioned so as not to prohibit sight lines for motorists. They must be a minimum of 10 feet from the property line/sidewalk at intersections.
4. On-site traffic flow must be maintained around the building, Fire Rescue Department connection, and the event site (minimum of 20 feet).
5. A meeting with the Fire Prevention Bureau needs to be scheduled at least one week prior to the first time of setting up tents to review the placement of the canopy/tent.
6. If there will be any food vendors, they will require approval from the McHenry County Health Department.
7. All electrical connections and lighting must comply with the 2005 National Electric Code.
8. On-site traffic flow must be maintained. Adjust employee parking as necessary to accommodate customer parking.
9. Permits for limited duration signs approved within this Temporary Use Permit do not require separate sign permits.
10. Temporary vehicle display on non-approved surfaces (e.g. grass) must be located on private property, not within City or State rights-of-way.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Kourtis – Preliminary and Final PUD

1. Preliminary and Final Planned Unit Development to allow a completely residential project within the B-4 Mixed-Use Business zoning district.
2. Comprehensive Plan Amendment to change the land use designation from Commerce to Central Urban Residential.

Petitioner: Pete Kourtis, petitioner
165 First Street

PZC Recommendation: To approve the PZC recommendation and adopt an Ordinance granting the Preliminary/Final Planned Unit Development for a residential duplex and Comprehensive Plan Amendment to allow the Central Urban Residential land use designation at 165 First Street.

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

Background:

- Existing Use: The property is currently a vacant property.
- Residential land uses are permitted in the B-4 zoning district with the approval of a Planned Unit Development.
- First Street is a residential street. The proposed two-family home fits in with the character of the street.
- **The petitioner is working with City staff and the City's stormwater consultant on adding a drywell to the parkway to help aid in the existing flooding on First Street. The City's stormwater consultant has reviewed and approved the engineering plan for the proposed duplex. A covenant will be recorded on the property so that the detention basin is maintained in perpetuity.**

PZC Highlights:

- Neighbors along First Street expressed concerns with stormwater management on their street. Currently, the street floods with heavy rains. The City's stormwater consultant has reviewed the plans for this project and the onsite stormwater will be directed to the proposed detention pond on the property, in accordance with the City's Stormwater Ordinance.
- Residents made staff aware of the flooding that occurs at the low spot of the road to the north of this property. During high intensity rains, the storm sewer in the area cannot handle all the water and it ponds on the roadway and into the front yards. The water resides quickly after the rain storm is over. This occurrence is very similar to other areas in town such as Elmhurst Street, McHenry Avenue in front of the library, Route 14 at Keith/Devonshire to name a few. First Street is being monitored by staff for future reconstruction. When the roadway is reconstructed, the storm sewer will be evaluated to see if larger pipes can be installed to reduce the water that ponds on the roadway.
- A special meeting for the area residents is occurring on Thursday, August 30th at 7pm. All area residents were invited. The meeting has been arranged to gather all data, listen to residents' concerns, and communicate about what steps can be taken to address this intermittent ponding.
- The PZC liked the look of the duplex and agreed the building would fit in well with the existing structures along First Street.
- A few of the PZC members expressed concerns with the lot coverage. The petitioner explained that having two driveways allows for tenants to park in designated areas and allows for stormwater generated on the property to be maintained onsite.
- The PZC felt that the Findings of Fact had been met.

The PZC recommended **approval (4-2)** 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 (Kourtis, received 01/03/18)
   B. Engineering Plans (CE Ltd, dated 05/21/2018, received 05/22/18)
   C. Elevations (James R. Byrnes, dated 12/20/17, received 01/03/18)
   D. Plat of Survey (Vanderstappen, received 01/03/2018)

2. If the northern detached garage must be moved to address the stormwater consultant comments, it must maintain the proposed side yard setback of 3 feet.

3. The petitioner shall address all of the review comments and requirements of the Community Development and Fire Rescue Departments, as well as the City's stormwater consultant, Christopher B. Burke Engineering.

4. **The petitioner is responsible for replacing the fence along the north property line. (Added by the PZC)**

Votes Required to Pass: A simple majority vote.

2018-02 Kourtis – 165LT First St





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

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A COMPREHENSIVE LAND USE PLAN AMENDMENT, PRELIMINARY AND FINAL PLANNED UNIT DEVELOPMENT, AND VARIATION FOR 165 FIRST STREET

WHEREAS, pursuant to the terms of the Petition (File #2018-02) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Comprehensive Land Use Plan Amendment from Commerce to Central Urban Residential, Preliminary and Final Planned Unit Development for a residential duplex and a Variation from Appendix A-400(C) to allow two driveways on a lot less than 70 feet in width (66 feet existing); and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 6, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on August 1, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Comprehensive Land Use Plan Amendment, Preliminary and Final Planned Unit Development, and a Variation; and

WHEREAS, on August 1, 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 Comprehensive Land Use Plan Amendment, Preliminary and Final Planned Unit Development, and Variation be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #2018-02, dated as of August 2, 2018; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Comprehensive Land Use Plan Amendment, Preliminary and Final Planned Unit Development, and Variation be granted as requested in said Petition,

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 Comprehensive Land Use Plan Amendment from Commerce to Central

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

Urban Residential, a Preliminary and Final Planned Unit Development for a residential duplex and a Variation from Appendix A-400(C) to allow two driveways on a lot less than 70 feet in width (66 feet existing) for the property located at 165 First Street (14-32-431-015), Crystal Lake, Illinois.

SECTION II: That the Preliminary and Final Planned Unit Development and Variation be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Kourtis, received 01/03/18)
   B. Engineering Plans (CE Ltd, dated 05/21/2018, received 05/22/18)
   C. Elevations (James R. Byrnes, dated 12/20/17, received 01/03/18)
   D. Plat of Survey (Vanderstappen, received 01/03/2018)

2. If the northern detached garage must be moved to address the stormwater consultant comments, it must maintain the proposed side yard setback of 3 feet.

3. The petitioner shall address all of the review comments and requirements of the Community Development and Fire Rescue Departments, as well as the City's stormwater consultant, Christopher B. Burke Engineering.

4. The petitioner is responsible for replacing the fence along the north property line.

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 issuance of a Planned Unit Development and Comprehensive Land Use Plan Amendment 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.

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

DATED at Crystal Lake, Illinois, this 18th day of September, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: September 18, 2018
Approved: September 18, 2018

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request:
1. Woodlore Estates Final Plat of Subdivision for 90 single-family lots (active adult), 294 single-family lots and 34 outlots.
2. Planned Unit Development Amendment for various street standard variations.
3. Plat of Easement for a 10-foot landscape buffer on Lot 14 of Canterbury Place.

Petitioner: Lisa Waggoner, attorney
Scott Guerard, Lennar, petitioner
River Birch Boulevard and Carpathian Drive

PZC Recommendation: To approve the PZC recommendation and adopt an Ordinance for the Final Plat of Subdivision, the PUD Amendment, and the Plat of Easement for the Woodlore Estates Subdivision.

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

Background:

- The subject property received Final PUD Amendment and Preliminary Plat of Subdivision approval on March 6, 2018.
- The request for Final Plat of Subdivision is for the remainder of the Woodlore Estates development.

FINAL PLAT OF SUBDIVISION

- The final plat of subdivision is for the subdivision of land for the active-adult and single-family 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.

PLANNED UNIT DEVELOPMENT AMENDMENT

- The site has an overall elevation change of over 150 feet. The site plan gradually steps the development down the elevation change.
- The petitioner is requesting variations from the minimum tangent between vertical curves and slope before a stop bar. In all instances where the variation is being requested, the intent of the ordinance is being met.
- The variation from the centerline offset is required to comply with the Final PUD Amendment condition of approval.

PLAT OF EASEMENT

- A Plat of Easement is required for a 10-foot landscape buffer. The buffer would be located on the City's water tower lot and will provide screening for the residents of the City's lot. The landscaping would be maintained by the Woodlore Estates HOA.

PZC Highlights:

- Surrounding property owners attended the meeting and shared concerns about the landscape buffer, construction of the development and recent flooding. The City Engineer gave an update on a Stop Work Order that was issued. The petitioner's engineer stated that he and Lennar had met with some of the neighbors, Prairie Grove administration and City staff. They are working to assist the neighbors and comply with the requirements of the Stop Work Order.
- The PZC asked for the status of the connection of Carpathian Drive and Route 176. Lennar has worked with the property owner and will be submitting the plans to IDOT through their traffic engineers before the end of September.
- 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 (6-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Lennar, dated 06/18/18, received 06/19/18)
   B. Final Plat of Subdivision (Mackie Consultants, dated 08/30/18, received 08/31/18)
   C. Engineering Plan (Mackie Consultants, dated 08/13/18, received 08/15/18)
   D. Landscape Plan (Gary R. Weber & Associates, dated 08/10/18, received 08/15/18)

2. Fencing on the water tower lot must be along the property line, except where the landscape easement is located.

3. Landscape Plan:
   A. Verify outlot numbering correctly corresponds with the plat of subdivision.
   B. Work with City Staff on the locations of the split rail fence for separation between outlots and home lots.

4. Engineering Plan:
   ~~A. Driveways must be designed with a maximum 6% slope between the sidewalk and garage to ensure that the 8% slope requirement outlined in the City Code is met when constructed in the field.~~
   ~~B. Driveway approaches must be designed for a maximum 6% slope between the street and the sidewalk.~~
   A. **Work with City staff on the driveway design slopes by providing additional grade elevations on each individual lot as requested by the City Engineer. Additional site inspections will be required and completed by City staff or a City consultant with the cost being borne by the developer. (Revised by PZC)**
   B. No residential sump pump discharge shall run overland. All sump pump connections must be completed by the Developer at the time of construction, unless approved by the City Engineer.
   C. Yard slopes on single family residential lots shall not exceed 25% with the exception of a Stormwater Maintenance Easement area on the lot which is landscaped with the appropriate plantings to maintain erosion, unless approved by the City Engineer.

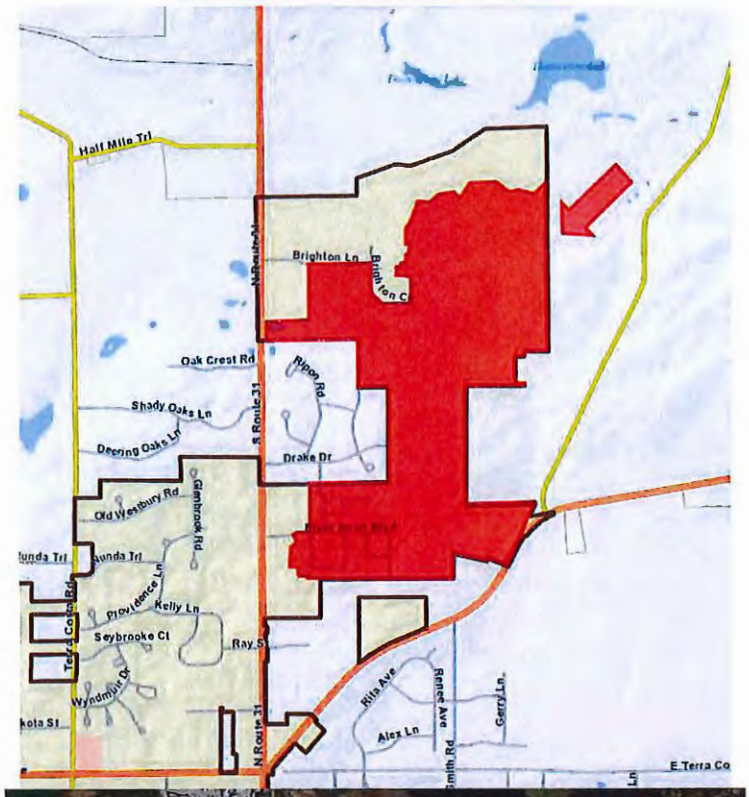
5. Submit a Plat of Easement for the landscape easement on the water tower lot for City signature.

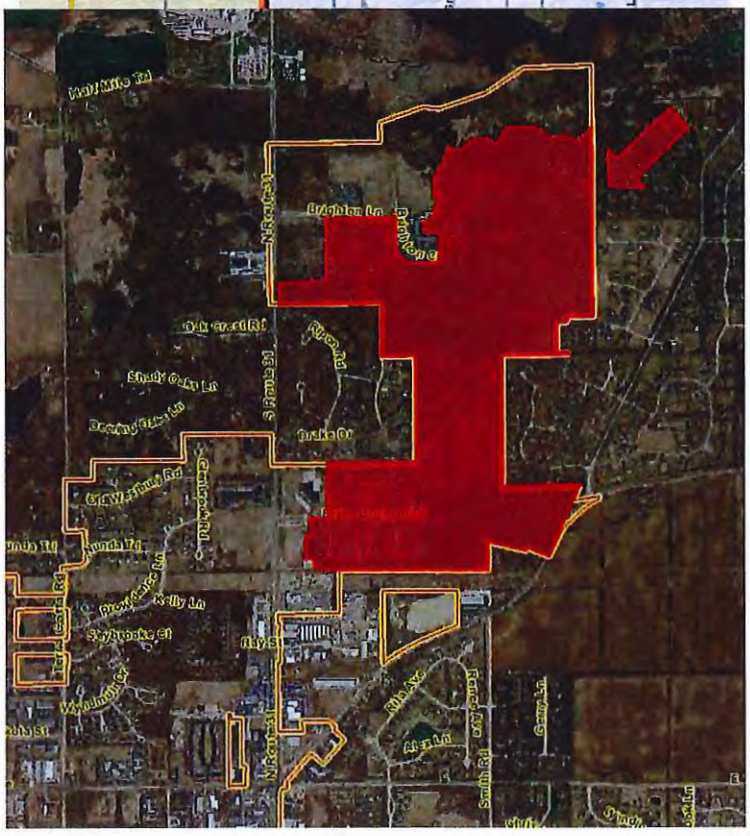
6. Work with City staff to finalize the Covenants, Codes and Restrictions for the subdivision.

7. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Fire Rescue Departments, as well as the City's stormwater consultant, Christopher B. Burke Engineering.

Votes Required to Pass: A simple majority vote.

2018-45 Woodlore Estates





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

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A FINAL PLAT OF SUBDIVISION AND AN AMENDMENT TO THE FINAL PUD FOR WOODLORE ESTATES

WHEREAS, pursuant to the terms of the Petition (File #PLN-2018-45) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Final Plat of Subdivision for 90 single-family lots (active adult), 294 single-family lots and 34 outlots, and a Final Planned Unit Development Amendment for various street standard variations for Woodlore Estates; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on July 29, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on August 15, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Amendment to the Final Planned Unit Development; and

WHEREAS, on September 5, 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 Final Planned Unit Development be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-45, dated as of September 6, 2018; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Final Plat of Subdivision and an Amendment to the Final Planned Unit Development be granted as requested in said Petition,

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 Final Plat of Subdivision for 90 single-family lots (active adult), 294 single-family lots and 34 outlots, and a Final Planned Unit Development Amendment for various street standard variations for the property located east of IL Route 31, north of Route 176, and west of Barreville Road (14-26-101-009, 14-26-101-010, 14-27-202-002, 14-27-203-002, 14-27-203-003, 14-27-226-008, 14-27-226-011, 14-27-226-013, 14-27-276-010, 14-27-276-011, 14-7-276-012, 14-

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27-276-013, 14-27-276-014, 14-27-276-015, 14-27-452-001, 14-27-452-002, 14-27-452-003, 14-27-452-004, 14-27-453-001, 14-27-453-002, 14-27-453-003, 14-27-453-004, 14-27-454-001, 14-27-455-001, 14-27-455-002, 14-27-455-003, 14-27-455-004, 14-27-456-002, 14-27-456-003, 14-27-456-004, 14-27-456-005, 14-27-456-006, 14-27-456-007, 14-27-456-008, 14-27-457-001, 14-27-457-002, 14-27-457-003, 14-27-457-004, 14-27-457-005, 14-27-457-006, 14-27-457-007, 14-27-457-008, 14-27-476-007, 14-27-476-008, 14-27-476-009, 14-27-476-010, 14-27-476-011, 14-27-477-001, 14-27-477-002, 14-27-478-001, 14-27-478-002, 14-27-478-003, 14-27-478-004, 14-27-479-001, 14-27-479-002, 14-27-479-003, 14-27-479-004, 14-27-479-005, 14-27-479-006), Crystal Lake, Illinois.

SECTION II: That the Final Plat of Subdivision and the Final PUD Amendment be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Lennar, dated 06/18/18, received 06/19/18)
   B. Final Plat of Subdivision (Mackie Consultants, dated 08/30/18, received 08/31/18)
   C. Engineering Plan (Mackie Consultants, dated 08/13/18, received 08/15/18)
   D. Landscape Plan (Gary R. Weber & Associates, dated 08/10/18, received 08/15/18)

2. Fencing on the water tower lot must be along the property line, except where the landscape easement is located.

3. Landscape Plan:
   A. Verify outlot numbering correctly corresponds with the plat of subdivision.
   B. Work with City Staff on the locations of the split rail fence for separation between outlots and home lots.

4. Engineering Plan:
   A. Work with City staff on the driveway design slopes by providing additional grade elevations on each individual lot as requested by the City Engineer. Additional site inspections will be required and completed by City staff or a City consultant with the cost being borne by the developer.
   B. No residential sump pump discharge shall run overland. All sump pump connections must be completed by the Developer at the time of construction, unless approved by the City Engineer.
   C. Yard slopes on single family residential lots shall not exceed 25% with the exception of a Stormwater Maintenance Easement area on the lot which is landscaped with the appropriate plantings to maintain erosion, unless approved by the City Engineer.

5. Submit a plat of easement for the landscape easement on the water tower lot for City signature.

6. Work with City staff to finalize the Covenants, Codes and Restrictions for the subdivision.

7. The petitioner shall address all of the review comments and requirements of the Community Development, Public Works and Fire Rescue Departments, as well as the City's stormwater consultant, Christopher B. Burke Engineering.

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 issuance of a Final Plat of Subdivision and Final Planned Unit Development Amendment 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 18th day of September, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: September 18, 2018
Approved: September 18, 2018

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Simplified Residential Variation to construct a 4-foot wrought iron-style fence 5 feet from the property line, in the front yard, a variation of 22 feet into the required 27-foot average front yard setback.

Donald Barkley, petitioner
225 College Street

PZC Recommendation: Motion to approve the PZC recommendation and adopt an ordinance granting the variation for 225 College Street.

Staff Contact: Michelle Rentzsch, Director of Community Development
Elizabeth Maxwell, City Planner

Background:

- The petitioner's house faces College Street and he believed Lill Avenue to be his corner side yard. By definition in the UDO, the narrow side of the lot is considered the front yard, which would be Lill Avenue.
- The City recently made a change to the ordinance, which would permit 4-foot fences in the corner side yard.
- Due to these facts, the petitioner applied for a building permit to construct the fence, believing that Lill Avenue was his side yard. Because it is actually his front yard, a variation has been requested to allow the proposed wrought iron-style fence.

Key Factors:

- Request: Variation to allow the construction of a 4-foot fence in the front yard, which would be 5 feet from the property line.
- Analysis: The front yard of this lot acts like a corner side yard due to the orientation of the house. If the lot dimension along Lill Avenue were wider than the lot dimension along College, the fence could be constructed in the location proposed without a variation.

PZC Highlights:

The following discussion took place during the Planning and Zoning Commission hearing:

- The Planning and Zoning Commission (PZC) found that the hardship was created by the orientation of the house on the lot providing the petitioner with little to no backyard and causing the front yard to act like the yard abutting a street.
- The PZC found that the petition met the Findings of Facts.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioners' request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Barkley, received 08/13/18)
   B. Plat of Survey (Luco, dated 01/15/08, received 08/13/18)
   C. Fence Details (Barkley sketch, undated, received 08/13/18)

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

Votes Required to Pass: A simple majority vote

PLN-2018-00084 Barkley – 225 College Street





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

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A VARIATION AT 225 COLLEGE STREET

WHEREAS, pursuant to the terms of the Application (File #PLN-2018-00084) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from Section 4-700 Fences, Walls and Screening to allow the construction of a 4-foot fence in the front yard, 22 feet into the required 27-foot average front yard setback; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on August 21, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on September 5, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Simplified Residential Variation; and

WHEREAS, on September 5, 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 #PLN-2018-00084, dated as of September 6, 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 Variation be granted from the Crystal Lake Unified Development Ordinance Section 4-700 Fences, Walls and Screening to allow the construction of a 4-foot fence in the front yard, 22 feet into the required 27-foot average front yard setback at the property at 225 College Street (19-05-180-011), Crystal Lake, Illinois.

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

DRAFT

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

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Barkley, received 08/13/18)
   B. Plat of Survey (Luco, dated 01/15/08, received 08/13/18)
   C. Fence Details (Barkley sketch, undated, received 08/13/18)

2. The petitioner shall address all of the review comments and requirements of 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 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 18th day of September, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: September 18, 2018
Approved: September 18, 2018

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement, and Funding Agreement for Popeye's Louisiana Kitchen at 340 West Virginia Street.

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute a Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement, and Funding Agreement for Popeye's Louisiana Kitchen at 340 West Virginia Street.

Staff Contact: Abigail Wilgreen, City Engineer

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

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

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

A new Popeye's Louisiana Kitchen is being constructed at the location of the former Coventry Motors site at 340 West Virginia Street.

Special Counsel has reviewed the attached agreement and it is in the City's standard format.



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

DRAFT

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the Crystal Lake Watershed Stormwater Management Facilities Non-Residential Maintenance Plan, Grant of Easement, and Funding Agreement with C.K. Bash Corporation for the property at 340 West Virginia Street.

DATED this 18th day of September, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: September 18, 2018

APPROVED: September 18, 2018

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: COUNTY ZONING REQUEST

Hamilton Ranches Partnership
Route 47 and Foster Road

Recommendation: City Council's discretion.

a) Motion to object to the proposed conditional use permit, directing staff to proceed with an objection to the County Hearing Officer.
b) No action.

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

Background:

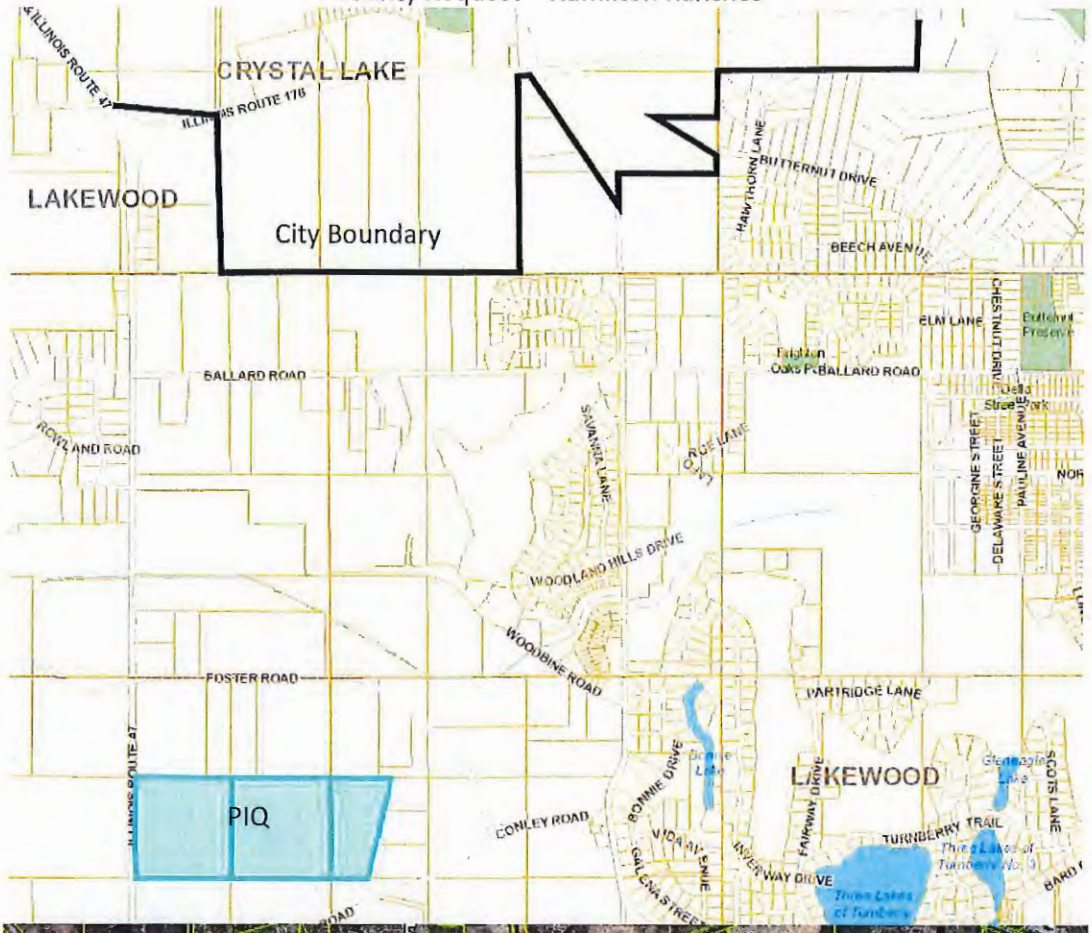
- As is customary with County Zoning requests within the City's mile and a half planning jurisdiction, the City received notice of this request.
- The property in question consists of approximately 7.976 acres and is zoned "A-1" Agriculture District. The property is currently farmland with a landing field for small aircraft.
- The property is located on the east side of Route 47, just south of Foster Road. It is approximately 1.25 miles from the current City boundaries and located on Lakewood's side of the Boundary Line Agreement.

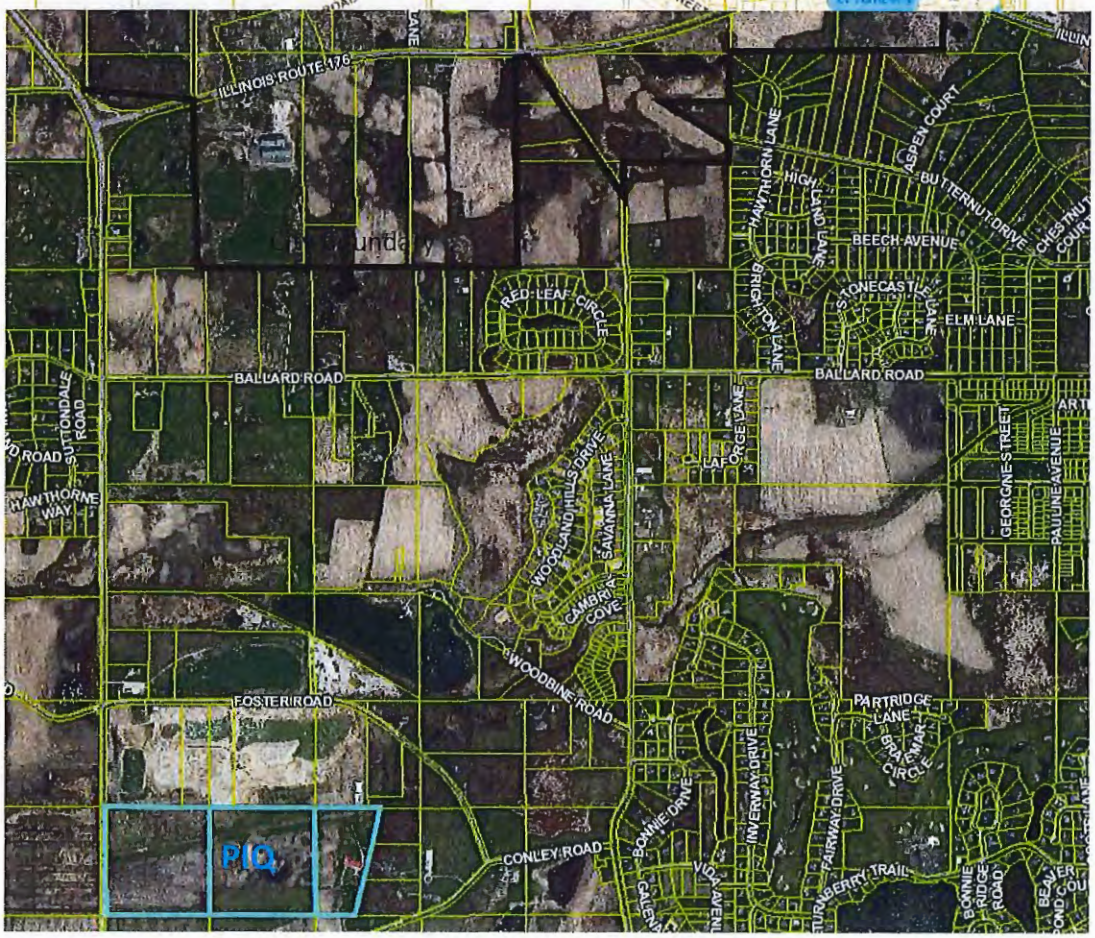
Request:

- The petitioners are requesting to renew the conditional use permit for a Restricted Landing Area. The conditional use permit allows the property to operate a field runway for small aircraft.
- The petitioner is not requesting to add any uses to the property. When a conditional use permit expires, McHenry County requires the property owner to renew the permit.
- The property is not within the Crystal Lake Watershed and staff has no concerns with this request.

Votes Required to Pass: A simple majority vote.

County Request – Hamilton Ranches





Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: City Code Amendment to Increase the Number of Class 5 Liquor Licenses – Applicant: H&R Hospitality LLC (Holiday Inn Chicago Crystal Lake)

Staff Recommendation: Motion to adopt an ordinance increasing the number of Class 5 liquor licenses from the currently permitted 0 license to 1 license, in order to allow for the issuance of a new Class 5 liquor license to H&R Hospitality LLC, who is leasing property from the new owner of Holiday Inn Chicago Crystal Lake, Remington Hotels LLC.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The previous holder of the Class 5 liquor license at the Crystal Lake Holiday Inn was Pillar Hotels and Resorts LLC. Since Pillar Hotels is no longer the owner of the facility or leasing the facility, their Class 5 license has been automatically revoked, and the number of allowable Class 5 liquor licenses has been automatically reduced by one. The new owner, Remington Hotels LLC, has purchased the Crystal Lake Holiday Inn, located at 800 S. Route 31. Remington has a lease with H&R Hospitality LLC for food and beverage operations.

Licenses are non-transferable, thus H&R Hospitality is requesting the City Council to approve an increase in the number of Class 5 licenses to allow for the continuous operation of the business at the Holiday Inn Chicago Crystal Lake.

The City Code permits the issuance of a Class 5 liquor license for the retail sale, on the premises specified, of alcoholic liquor for consumption, on the premises, as well as the retail sale of alcoholic liquor in the original package between the hours of 11:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday; 11:00 a.m. and 2:00 a.m. Friday and. Saturday; and 10:00 a.m. Sunday and 1:00 a.m. Monday. A Class A 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 new applicant's/manager's name.

The Holiday Inn is the only liquor license holder with a Class 5 license.

The attached ordinance approves an increase in the number of Class 5 liquor licenses in order to allow the new owner of Holiday Inn Chicago Crystal Lake to continue to operate under a new license. This ordinance is expressly made subject to the voluntary surrender of the existing liquor license by the current license holder, Pillar Hotels and Resorts, LLC.

Votes Required to Pass:
Simple majority

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

DRAFT

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 as follows:

1. Class 5 License shall be increased from 0 to 1.

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 18th day of September, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: September 18, 2018
Approved: September 18, 2018

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Draft Intergovernmental Agreement for Public Dial-A-Ride Transit Service (MCRide) in 2019.

Staff Recommendation: Discussion Only

Staff Contact: Eric T. Helm, Deputy City Manager

Background:

At the November 15, 2011 City Council meeting, the City Council initially approved an Intergovernmental Agreement (IGA) between the County and the City of Crystal Lake, the City of McHenry, and the City of Woodstock to combine local dial-a-ride programs into one contracted service called MCRide with Pace Suburban Bus. The MCRide program started on February 1, 2012. The combined local dial-a-ride services provide greater consistency between service fares and hours, improves service performance monitoring and enables direct accounting for federal grant funding. A condition of the IGA requires that partner agencies renew the IGA annually.

Attached to this agenda supplement is a draft 2019 MCRide Intergovernmental Agreement with Municipality and Township Partners. The IGA will be approved by the McHenry County Board in November 2018, and is currently under review by other partner agencies. There will be no service disruption to the MCRide program during the IGA renewal process by all partners.

The contribution formula uses a sliding scale. The sliding scale for township local contribution is based on population and the local contribution for municipalities is based on population and community need. The municipal formula is a slightly modified version of the Chicago Metropolitan Agency for Planning (CMAP) municipal need rating system, factoring in median income, tax base per capita, total tax base and population. Populations used are taken from the 2010 Census.

2019 Estimated Costs

McHenry County was awarded federal Section 5310 funding from the Regional Transportation Authority to fund the MCRide program. The funding will continue to cover approximately 50% of the operating costs associated with all identified trips provided to riders over 60 years of age and those with a disability (about 65% of all riders). The County will pay the monthly Pace invoices, and each municipality will be invoiced an annual amount of up to $1.45 per capita by the County. In total, the coordinated MCRide effort has 24 funding sources. Rider fares pay about 10% of the program costs. It is estimated that in 2019, Pace Suburban Bus will cover approximately 40% of the total costs of the service (See Table 1). The County's final share of MCRide costs is estimated to be $517,466 in 2019.

It is proposed that the City of Crystal Lake's annual contribution will increase from $57,040 to $59,077 ($1.40 per capita to $1.45) an increase of 3.6 percent. In addition, Contributions will increase for all MCRide members. The new agreement will also include the Village of Fox River Grove for the first time.

If the City were to decide to no longer participate in the MCRide program, the City would need to work directly with Pace for provide dial-a-ride services. Despite the 2019 increase, the City's contributions for this service is substantially less than when the City contracted directly with Pace. In 2011, the City contributed $137,229 toward Pace dial-a-ride service, which limited trips only to those within the City.

The 2019 cost increase, for the most part, can be attributed to the addition of Sunday dial-a-ride service in 2019. This service was not available in previous years. The cost of adding this service will be between $80,000 - $110,000, which will be paid for by the member contributions. As noted later in this agenda supplement, user fares will also increase to pay for Sunday service. The program will also add several stops, including Advocate Good Shepherd hospital in Barrington.

Table 1: MCRide Funding Sources and Share of Costs

	2019 Estimate	%	2018 Estimate	%	2017 Actual	%
Passenger Fares	$250,000	10.0%	$220,000	9.6%	$178,525	9.5%
Pace Bus Subsidy	$1,000,000**	40.0%	$902,291	39.2%	$884,563	47.1%
McHenry County	$517,456	20.7%	$460,450	20.0%	$260,987	13.9%
Crystal Lake	***$59,077***	***2.4%***	***$57,040***	***2.5%***	***$53,363***	***2.8%***
McHenry	$33,740	1.3%	$32,390	1.4%	$35,353	1.9%
Woodstock	$30,963	1.2%	$29,724	1.3%	$32,443	1.7%
Harvard	$9,919	0.4%	$9,447	0.4%	$12,373	0.7%
Marengo	$8,030	0.3%	$7,648	0.3%	$10,017	0.5%
Huntley	$30,364	1.2%	$29,149	1.3%	$31,815	1.7%
Johnsburg	$7,921	0.3%	$7,604	0.3%	$8,300	0.4%
Ringwood	$1,045	0.0%	$1,003	0.0%	$1,095	0.1%
Richmond	$1,968	0.1%	$1,874	0.1%		
Union	$609	0.0%	$580	0.0%		
Fox River Grove	$6,068	0.2%				
Dorr Township	$5,040	0.2%	$4,800	0.2%	$6,000	0.3%
Greenwood Township	$5,040	0.2%	$4,800	0.2%	$6,000	0.3%
Nunda Township	$7,560	0.3%	$7,200	0.3%	$6,000	0.3%
Grafton Township	$7,560	0.3%	$7,200	0.3%	$6,000	0.3%
Marengo Township	$2,520	0.1%	$2,400	0.1%	$6,000	0.3%
Riley Township	$2,520	0.1%	$2,400	0.1%	$6,000	0.3%
McHenry Township	$7,560	0.3%	$7,200	0.3%		
Chemung Township	$2,520	0.1%	$2,400	0.1%		
Richmond Township	$2,520	0.1%	$2,400	0.1%		
Federal 5310 Grant	$500,000	20.0%	$500,000	21.7%	$334,213*	17.8%
Total Funding	**$2,500,000**	**100.0%**	**$2,300,000**	**100%**	**$1,879,047**	**100%**

* 2017 Federal 5310 Grant – An additional $160,000 (estimated) is expected to be reimbursed to the County for service provided in 2017. This will reduce the County's share of total costs by the same amount.
** 2019 Pace Bus Subsidy – McHenry County is in the process of negotiating the Pace Operating Subsidy for 2019. Less subsidy will result in higher cost for McHenry County, more subsidy will result in lower cost for McHenry County.

Crystal Lake Ridership Data

Since March 2015, the County receives on a monthly basis, a report from Pace for all trips taken on the MCRide program. Using that data, the County has compiled ridership data by geographic area by looking at only the origins of the trips (using GPS coordinates) and assigning them to a municipality or township. For example, if someone takes a trip from a residence in Crystal Lake to a store in Crystal Lake and then returns back home, two trips are assigned to "Crystal Lake". If someone travels from Huntley to Crystal Lake and back home, one trip is given to Huntley and one trip is assigned to Crystal Lake. Using this method, the below table shows ridership data for 2017, and to date in 2018. In 2018, the average monthly amount of trip origins in the City of Crystal Lake was 2,448 per month, or 29,376 annually. The total anticipated 2018 cost for the City of Crystal Lake is $57,040, therefore, the estimated average cost to the City per trip will be $1.94.

Month	Total Trips	Trip Origins in Crystal Lake	%
Jan-17	8628	2333	27.0%
Feb-17	8282	2340	28.3%
Mar-17	9505	2462	25.9%
Apr-17	8084	2164	26.8%
May-17	8773	2197	25.0%
Jun-17	8788	2085	23.7%
Jul-17	7880	1899	24.1%
Aug-17	9026	2111	23.4%
Sep-17	8724	2082	23.9%
Oct-17	9202	2202	23.9%
Nov-17	8730	2217	25.4%
Dec-17	8055	2071	25.7%
Total 2017		26,163 (2,180 avg.)	
Jan-18	9362	2320	24.8%
Feb-18	8647	2287	26.4%
Mar-18	9684	2429	25.1%
Apr-18	9502	2519	26.5%
May-18	10223	2606	25.5%
Jun-18	9873	2439	24.7%
Jul-18*	9516	2540	26.7%
Total 2018		17,140 (2,449 avg.)	

*July, 2018 data is preliminary

MCRide Service Information

By entering into this IGA, all parties agree to continue the MCRide program, which provides service standardization, related to fare structure, service hours, and trip reservation policies. It should be noted that the MCRide program for Crystal Lake riders includes all general public, seniors, and individuals with disabilities. The Townships that participate in the program, including Grafton, Door and Nunda, which cover portions of Crystal Lake, only provide services to seniors and individuals with disabilities, not the general public. If the City were not to participate in the MCRide program, Crystal Lake riders would not have access to other areas of the County that participate in this program, and service in Grafton, Dorr and Nunda Townships would be limited to only seniors and individuals with disabilities within the boundaries of the Township. Under this scenario, Crystal Lake residents in Algonquin Township would not have service and those eligible residents that get service from Grafton, Door and Nunda Townships would not have service to areas of Crystal Lake that are within Algonquin Township boundaries. The following is service information regarding the MCRide program.

Fare Structure

Under the 2019 IGA, the fare structure will change. The rate is proposed to increase to pay for the addition of Sunday service.

Fare Type	**Current Base Fare up to 5 miles plus 25 cents for each additional mile.** **Through December 31, 2018**	**Base Fare up to 5 miles plus 25 cents for each additional mile.** **Starting January 1, 2019**
General Public	$2.50	$3.00
Senior	$1.25	$1.50
Person with a Disability	$1.25	$1.50

In comparison to other neighboring County programs, such as Northwest Demonstration Service in Lake County and Ride in Kane, fares for services through MCRide are extremely low.

Standard Senior Definition

Persons 60 years and older will be considered seniors to be consistent with the federal Older Americans Act Title III regulations.

Service Hours

Service hours will change in 2019 to include Sunday hours. In previous years, the service ended for the week at 4:00 PM on Saturday.

	Monday-Friday Start	Monday-Friday End	Saturday-**Sunday** Start	Saturday-**Sunday** End
Service Hours	6:00 a.m.	7:00 p.m.	9:00 a.m.	5:00 p.m.
Reservation Hours	5:30 a.m.	6:00 p.m.	8:30 a.m.	4:00 p.m.

Trip Reservation
General Public Riders: no more than 24 hours before the requested trip, and no less than 2 hours before the requested trip. Seniors and Individuals with Disabilities: no more than 7 days in advance of the requested trip, and no less than 2 hours before the requested trip.

Additional Agreement Changes

All other sections of the agreement are the same, except for the following:

Section 8. Modifications – This section was modified to allow the County to modify, at its discretion upon 14 days written notice, the service fare, service area, service hours and service reservations. This section would also allow the County to add or delete Partner Agencies at its sole discretion. The previous agreement did allow for the County to modify fares at its own discretion, but required written approval from Partner Agencies to change service areas, hours, reservation and to add Partner Agencies.

Section 11. Waiver - This section is new for 2019.

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: City Qualification Based Selection Procedure for Procurement of Architect, Engineering, and Land Surveying Services Using Federal Funding

Staff Recommendation: Motion to adopt an ordinance amending Chapter 102 of the City Code.

Staff Contact: George Koczwara, Director of Finance
Michael Magnuson, Director of Public Works
Abigail Wilgreen, City Engineer

Background:
On November 29, 2017, IDOT issued a procedure memorandum regarding qualification based selection (QBS) of consultants for professional services. The memorandum stated that in cases when a local agency receives federal funding for professional services, such as engineering, that the local agency must use a QBS process that meets the minimum standards of Chapter 5 of the IDOT Local Roads and Streets Manual. Furthermore, each local agency must now have their QBS procedure approved by IDOT before beginning the consultant selection.

The City currently has a QBS procedure for procurement of professional services located in City Code Section 102-8. The City submitted this procedure to IDOT for review. IDOT found that the City's existing procedure did not meet its minimum requirements. The review lists several deficiencies, and is included with this supplement.

The City has drafted a new QBS procedure for consultant selection using other communities' IDOT-approved procedure as a model, while making sure IDOT's comments were addressed. The new QBS procedure will be used only when the City receives federal funding for architect, engineering, or land surveying services for that particular phase of the project. IDOT has reviewed the proposed procedure and determined that it meets the minimum standards. It has also been reviewed and approved by the City's Special Counsel. The following table compares the City's existing procedure with the proposed procedure.

Item	*Existing Procedure*	*Proposed Procedure*
Follows IDOT BLRS Manual Section 5-5	No	Yes
Requires written RFP, including scope of services	Yes	Yes
Requires public advertising of RFP	Yes	Yes
Requires firms disclose conflicts of interest	No	Yes
Verification of suspensions or debarments	No	Yes
Firms ranked based on qualifications	Yes	Yes
Lists evaluation factors to be used for rankings	No	Yes
Shortlist of top ranked firm	Yes	Yes
Requires a minimum three-person selection committee to rank firms	No	Yes
Requires an independent estimate as basis for cost negotiation	No	Yes
Requires costs be compliant with Federal cost principles	No	Yes
Contains post-award administrative procedures	No	Yes
Contains project close-out procedures	No	Yes
Requires cost is separate sealed envelope submit with proposal	Yes	No

The City will continue to use its existing QBS procedure for non-federally funded professional services procurement. Having a separate procedure allows the City to maintain flexibility afforded to it as a Home Rule unit in consultant selection when not using federal funds. The City can continue to use its current selection policy for any part of a multi-phase project that does not have federal funding, and this will not prevent future phases from receiving federal funding.

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

DRAFT

The City of Crystal Lake Illinois

AN ORDINANCE AMENDING CHAPTER 102 OF THE CODE OF ORDINANCES OF THE CITY OF CRYSTAL LAKE, ILLINOIS

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

SECTION I: That the following be inserted as Section 102-8A, and the subsequent sections renumbered in sequential order:

A. Exceptions: When the City has received federal funds for architect, engineering, or land surveying services, the City shall use the consultant selection method described in §102-9.

SECTION II: That Section 102-8E, Federal Funded Projects, be deleted in its entirety.

SECTION III: That the following be inserted as Section 102-9, and the subsequent sections be renumbered in sequential order:

§102-9. Procurement of Architect, Engineering, and Land Surveying Services Using Federal Funding.

Periodically, the City receives federal funds to use for engineering and design related consultant services. When procuring these services, and when federal funds are available for that particular service, the City shall follow the written policies and procedures as described herein for Qualification Based Selection (QBS) that meet the requirements of 23 CFR 172 and the Brooks Act rather than the process described in §102-8.

A. Initial Administration: The City's QBS policy and procedures assigns responsibilities to the City Manager's Office, the Public Works Department, and the Community Development Department within the City organization for the procurement, management, and administration for consultant services.

B. Written Policies and Procedures: The City's QBS policies and procedures are intended to substantially follow Section 5-5 of the BLRS Manual and specifically Section 5-5.06(e), therefore approval from IDOT is not required.

C. Project Description: The City will use the following items when developing the project description and may include additional items when unique circumstances exist:

- Describe in general terms the need, purpose, and objective of the project;
- Identify the various project components;
- Establish the desired timetable for the effort;
- Identify any expected problems;
- Determine the total project budget.

D. Public Notice: When seeking consultant services in connection with a project, the City will post an announcement on the City's third-party procurement website, the City's own website, and/or publish an advertisement in a daily newspaper of general circulation throughout the City. The item will be advertised for at least 14 days prior to the acceptance of proposals, and at least twice in the newspaper and/or on continuous display on a website.

E. Conflict of Interest: The City requires consultants to submit a disclosure statement with their procedures. The City requires the use of the IDOT BDE DISC 2 Template as their conflict of interest form.

F. Suspension and Debarment: The City will make use of the following to verify suspensions and debarments actions to ensure the eligibility of consultants short-listed and selected for projects:

- SAM Exclusions
- IDOT's Chief Procurement Officer (CPO) website
- The three other state CPO websites (Capital Development Board, General Services, and Higher Education)

G. Evaluation Factors: The City allows the Director of Public Works or the City Engineer to set the evaluation factors for each project, but must include a minimum of three criterion set forth below and stay within the established weighting range. In the event that the Director of Public Works and the City Engineer cannot come to an agreement about establishing the evaluation factors, the City Manager shall determine these items. The maximum of DBE and local presence combined will not be more that 10 percent on projects where federal funds are used. Project specific evaluation factors will be included at a minimum in the Request for Proposals. The evaluation factors and weighting ranges shall include:

<u>Criteria and weighting per the City's QBS procedures:</u>
Technical Approach (10 - 40%)
Firm Experience (10 - 40%)
Specialized Expertise (10 - 40%)
Staff Capabilities (Prime/Sub) (10 - 40%)
Work Load Capacity (10 - 40%)
Past Performance (10 - 40%)

In-State or Local Presence*
Participation of Qualified and Certified DBE Sub-consultants*
(* The combined total of these two items cannot exceed 10%)

H. Selection: The City requires, at a minimum, a three-person selection committee. Typically, the selection committee members may include the Director of Public Works, the City Engineer, the Director of Community Development, or staff Civil Engineers. The selection committee members must certify that they do not have a conflict of interest. Selection committee members are chosen by the City Engineer or Director of Public Works for each project. In the event that the Director of Public Works and the City Engineer cannot come to an agreement about members of the selection committee, the City Manager will choose the selection committee. The City requires each member of the selection committee to provide an independent score for each proposal using the form below prior to the selection committee meeting.

Criteria	Weighting	Points	Firm 1	Firm 2	Firm X
Criterion 1					
Criterion 2					
Criterion X					
Total 100%					

The selection committee members' scores are averaged for a committee score, which is used to establish a short list of three firms. The committee score is adjusted by the committee based on group discussion and information gained from presentations and interviews to develop a final ranking. If there are other firms within 15 percent of the third highest firm's score, the City Engineer or Director of Public Works may choose to expand the short list to include more than three firms.

In the case that fewer than three firms submit a proposal, the City will determine if the firms are qualified, evaluate proposals, and obtain IDOT approval before proceeding to negotiate with the top ranked firm.

I. Independent Estimate: The City will prepare an independent in-house estimate for the project prior to contract negotiation. The estimate is used in the negotiation.

J. Contract Negotiation: The City requires a three-person team to negotiate with firms. The team consists of the Finance Director, the Director of Public Works, and the City Engineer. Members of the negotiation team may delegate this responsibility to other staff members.

K. Acceptable Costs: The City requires the City Engineer, Director of Public Works, or staff assigned to any project using federal funds to review the contract costs and the indirect

cost rates to assure they are compliant with Federal cost principles prior to submission to IDOT.

L. Invoice Processing: The City requires the project manager assigned to any project using federal funds to review and approve all invoices prior to payment and submission to IDOT for reimbursement.

M. Project Administration: The City requires the assigned project manager to monitor work on the project in accordance with the contract and to file reports with the City Engineer or Director of Public Works. The City will conduct an evaluation of the consultant's work at the end of each project. These evaluations are maintained in the City consultant information database. The City will follow IDOT's requirements and the required submission of BLRS Form 05613 to the IDOT district at contract close-out along with the final invoice.

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

SECTION V: 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 18th day of September, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: September 18, 2018
APPROVED: September 18, 2018

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

Agenda Item No: 20

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Honeysuckle Drive Storm Sewer Improvement Bid Award

Staff Recommendation: Motion to award the Honeysuckle Drive Storm Sewer Improvement bid to the lowest responsive and responsible bidder, Mauro Sewer Construction, Inc., in the bid amount of $67,989.00, and adopt a resolution authorizing the City Manager to execute a contract with Mauro Sewer Construction, Inc., allowing for a 10 percent contingency.

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

Background:
As part of the Stormwater Solutions initiative, City staff has been working with residents in the Crystal Vista East Study Area to improve drainage and mitigate flooding. This proposed improvement will modify the existing storm sewer running under Honeysuckle Drive that drains the Lippold Park wetland complex to the lake to improve the flow capacity of the system.

On September 10, 2018, the City opened and publicly read the bids received for the Honeysuckle Storm Sewer Improvements. The City received four bids and the results are tabulated below.

Firm	*Amount of Bid*
Mauro Sewer Construction, Inc. [1] Des Plains, IL	$67,989.00
Copenhaver Construction Gilberts, IL	$68,590.00
Archon Construction Co. Addison, IL	$74,000.00
Berger Excavating Wauconda, IL	$125,000.00

[1] Indicates Recommended Lowest Responsive and Responsible Bidder.

The City has not used Mauro Sewer Construction on past projects. References were contacted and they report satisfaction with the contractor's work. Specifications were sent to various

contractors and standard bid advertisement procedures were followed. This project is included in the Fiscal Year 2018-2019 budget.

Votes Required to Pass:
Simple majority vote

DRAFT

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the contract with Mauro Sewer Construction, Inc., for the Honeysuckle Drive Storm Sewer Improvements in the amount of $67,989.00. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this 18th day of September, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Mayor

SEAL

ATTEST:

_____
City Clerk

PASSED: September 18, 2018

APPROVED: September 18, 2018

Agenda Item No: 21

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Standby Parking Lot Snowplowing and Salting Services

Staff Recommendation: Motion to award the bid for standby parking lot snow removal and salting services to the lowest responsible, responsive bidder, Greve Construction, Inc., and adopt a resolution authorizing the City Manager to execute a contract for the 2018/2019 snow season with Greve Construction, Inc. in the submitted bid amounts, with the option to extend the contract for up to two (2) additional years.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On August 30, 2018, the City of Crystal Lake publicly opened and read aloud one bid received for standby parking lot snowplowing services for the 2018/2019 snow season, with an option for two (2) additional years. Bidders were asked to provide cost proposals for each of the 23 parking areas, including parking lots and on-street parking for snow falls in the amounts of 1"-3", 3.1"-5", 5.1"-9", 9.1"-12" and over 12". The breakdown of the bid received can be found below:

Years 1, 2, 3

Parking Lot Price per Push						
	1"-3"	**3.1" – 5"**	**5.1" – 9"**	**9.1" – 12"**	**Over 12"**	**Monthly Staging Fee**
√Greve Construction Huntley, IL	$6,600	$6,600	$6,600	$2,500	$2,500	$5,000
Downtown Sidewalk Snow Removal & Salting per Push						
√Greve Construction Huntley, IL	$3,000	$3,750	$4,500	$5,250	$6,000	N/A

Other Service			
	Roadways	Cul-de-Sacs	Additional Sidewalks
√Greve Construction Huntley, IL	$125 per hour pickup, $195 5yd truck w/min. 10' plow	$125 per hour pickup, $175 5yd truck, $200 loader, $100 box plow	$80 per man hour, $100 snowblower, $200 trackless

√ Indicates the lowest responsible and responsive bidder

The City contracts with an outside vendor to ensure that in large events or events occurring during the early morning hours, the downtown parking lots and streets can be cleared while City crews are concentrating on the streets. The contract also provides assurances that in major events, or emergencies, additional resources can be called upon to supplement City crews in clearing streets. The contract includes a monthly staging fee for vendor equipment to ensure equipment is on site and available if needed. Due to the unpredictable nature of winter weather the vendor's utilization will be event specific. Funds have been budgeted based on historical data and usage of the outside vendor.

Discussion:

This bid was publicly posted on the City's online bidding system and followed standard procurement procedures. In addition, the invitation to bid was emailed to vendors whom staff is aware of that provide these services. Despite this solicitation, the City received only one bid. With no guarantee of actual workloads (contract is only for standby/on-call work), staff feels additional vendors were dissuaded from pursuing the contract with the City. This was confirmed in correspondence with one large snow removal vendor.

The outsourcing of these snowplowing services is a significant factor in the Public Works Department's snow-fighting plan. Many of the parking lots plowed are commuter lots and the window of opportunity for plowing these lots, when no cars are present, is the very early morning hours (commuter lots prior to 5:00 am, remaining lots prior to 6:00 am). By outsourcing this service, uninterrupted plowing and salting roadway routes can remain the Public Works Department's top priority, while still clearing snow from commuter and other City-owned parking lots and parking areas.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is staff's recommendation to award the 2018/2019 season parking lot snowplowing bid to the lowest responsible, responsive bidder, Greve Construction, Inc, in the submitted bid amounts, with the option to extend the contract for up to two additional years. The City has previously worked with this vendor and had successful results.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract for the 2018/2019 snow season with Greve Construction, Inc. in the submitted bid amounts, with the option to extend the contract for up to two (2) additional years.

DATED this 18th day of September, 2018.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: September 18, 2018

APPROVED: September 18, 2018

Agenda Item No: 22

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Installation and Programming of Programmable Logic Controllers at three sanitary sewer lift stations.

Staff Recommendation: Motion to award a contract for installation and programming of Programmable Logic Controllers at three sanitary sewer lift stations to the most responsible and responsive proposer, Advanced Automation & Controls, Inc. and adopt a resolution authorizing the City Manager to execute a contract with Advanced Automation & Controls, Inc. in the proposal amount of $41,425, allowing for a 10 percent contingency.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

On August 31, 2018, the City of Crystal Lake publicly opened and read aloud proposals received for the installation and programming of Programmable Logic Controllers (PLC's) for three sanitary sewer lift stations. Proposed costs submitted are as follows:

Vendor	*Advanced Automation & Controls, McHenry, IL.	Automatic Systems Co., St. Paul, MN	Concentric Integration, Crystal Lake, IL
Total:	$41,425.00	$42,750.00	$45,750.00

*Indicates the lowest responsive and responsible proposer.

PLC's are very important pieces of communication equipment at lift stations. PLC's allow staff to monitor the operations of the lift stations remotely and receive alarms regarding the status of a lift station through our Supervisory Control and Data Acquisition (SCADA) system. These PLC's also track power usage. PLC's enable staff to respond more quickly during emergency situations.

Consultant Selection Process

The Public Works Department followed the City's Purchasing Policy to secure a qualified vendor for this project. The City received proposals from three firms in response to the request.

Public Works Department staff reviewed the proposals and compared qualifications. The qualifications criteria that were considered during the review were:

1. Proposal completeness
2. Firm's reputation and integrity
3. General experience and history of performance on similar projects
4. Current or past projects related to the scope of services
5. Understanding of the project
6. Adherence to the Project Scoping Summary
7. Experience of personnel
8. Cost

Discussion:

The Public Works Department identified Advanced Automation & Controls, Inc. as being the most responsive and responsible proposer for reasons including:

- Proposal adequately addressed the aspects of this project;
- Proposal identified past projects of a similar scope to the Crystal Lake project;
- Proposal provided the City with a feasible schedule; and
- Firm received favorable results from reference checks.

Recommendation:

Based upon a qualifications review to the RFP requirements and associated costs, staff's recommendation is to select Advanced Automation & Controls, Inc. for the Programmable Logic Controller Installations for Lift Stations #19, #20 & #28 at a cost of $41,425.00.

Funds have been budgeted for these projects.

Votes Required to Pass:

Simple majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract with Advanced Automation & Controls, Inc. for the Programmable Logic Controller Installations at three sanitary sewer lift stations in the proposed amount, allowing for a 10 percent contingency.

DATED this 18th day of September, 2018.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: September 18, 2018

APPROVED: September 18, 2018

Agenda Item No: 23

City Council
Agenda Supplement

Meeting Date: September 18, 2018

Item: Consent of Lessor Related to Collateral Lease Assignment made by Quarry Cable Park LLC

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to sign Exhibit A, "Consent of Lessor", which consents to the assignment of Borrower's interest in the Lease to the lender as is relates to the Quarry Cable Park LLC

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The owners of the Quarry Cable Park LLC provided the City a Collateral Lease Assignment Agreement for the City's review. This agreement is between the Quarry Cable Park LLC (Borrower) and the lender William Rinn III and Jean Rinn (Lendor). The Agreement allows the borrower's interests to be transferred to the lendor in consideration for a loan to be issued to the borrower. While the City is not a party to the assignment agreement, the City is required to approve the assignment per Article X of the lease agreement between the Quarry Cable Park LLC and the City.

The City's special legal counsel has reviewed the Collateral Lease Agreement and verified that the document will not conflict with the City's interests as outlined in the Concessionaire and Property Use Agreement between the City of Crystal Lake and the Quarry Cable Park LLC.

Votes Required to Pass:
Simple majority

Res. _____

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to sign Exhibit A, Consent of Lessor, which consents to the assignment of Borrower's interest in the Lease to the lender.

DATED this 18th day of September, 2018.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED:

APPROVED: