CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
November 6, 2018
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – October 16, 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**

10. **406 W. Woodstock Street – 406 W. Woodstock Street, LLC, Crystal Lake Event Center – Ordinance Increasing the Number of Class 12 Liquor Licenses from 3 to 4.**

11. **Crystal Lake Amoco, 339 W. Virginia Street – Ordinance Increasing the Number of Class 13 Liquor Licenses from 30 to 31.**

12. **105 East End – Simplified Residential Variation to Allow Construction of a Garage 13 feet from the Rear Property Line, a Variation of 7 feet into the Required 20-foot Rear Yard Setback.**

13. **Establishment of a School Zone on Dartmoor Drive between McHenry Avenue and Sutherland Drive.**

14. **8900 U.S. Highway 14, McHenry County College – Final PUD Amendment to Allow for a Solar Array.**

15. **435 Angela Lane, Unit 8, Peach Infinity Day Spa – Special Use Permit to Allow for a Massage Establishment.**

16. **5720-5902 N. Illinois Route 31 – Annexation Public Hearing, Preliminary and Final Planned Unit Development for a Car Wash with Electronic Message Center Sign, and Re-Zoning upon Annexation of Parcels 6 & 7 to B-2 PUD.**

17. Intergovernmental Agreement with McHenry County for Construction and Phase III Engineering for U.S. Route 14 and Virginia Road Improvements.

18. Local Agency Agreement for Federal Participation with the Illinois Department of Transportation for Construction and Phase III Engineering of U.S. Route 14 and Virginia Road Improvements.

19. Appropriation of Motor Fuel Tax Funds for U.S. Route 14 and Virginia Road Improvements.

20. Consultant Selection Approval for the U.S. Route 14 and Virginia Road Improvement Phase III Construction Engineering.

21. Truth in Taxation Compliance Procedural Requirement.

22. Liquid Calcium Chloride Purchase through the Suburban Purchasing Cooperative, Contract #166.

23. Bid Award – Liquid Anti-Icing Additive Purchase.

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, personnel and Executive Session Minutes.

26. Reconvene to Regular Session.

27. Approval of Executive Session Minutes that includes the dates of January 17, 2017, February 7, 2017, March 7, 2017, March 21, 2107, April 18, 2017, May 2, 2017, July 18, 2017, August 1, 2017, August 15, 2017, September 5, 2017, August 19, 2017, October 3, 2017, October 17, 2017, November 7, 2017, April 17, 2018, July 17, 2018 and August 7, 2018.

28. Consideration to destroy verbatim records.

29. Consideration of action following semi-annual review of Executive Session Minutes.

30. 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: 10

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: City Code Amendment to Increase the Number of Class 12 Liquor Licenses – Applicant: 406 W. Woodstock Street, LLC, DBA Crystal Lake Event Center

Staff Recommendation: Motion to adopt an ordinance increasing the number of Class 12 liquor licenses from the currently permitted 3 licenses to 4 licenses, in order to allow for the issuance of a new Class 12 liquor license to 406 W. Woodstock Street, LLC, DBA Crystal Lake Event Center, subject to staff conditions and establishment of liquor sales hours.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
Paul Leech, owner of The Cottage Restaurant in Crystal Lake, is in the process of purchasing Park Place, 406 W. Woodstock Street, from the Crystal Lake Park District for use as a banquet facility.

The Crystal Lake Park District currently holds a Class 12 license at Park Place for banquets and events. Licenses are non-transferable, thus 406 W. Woodstock Street, LLC, DBA Crystal Lake Event Center is requesting the City Council to approve an increase in the number of Class 12 licenses to allow for the continuous operation of the business at 406 W. Woodstock Street. Once the sale of the property is complete, the Crystal Lake Park District's Class 12 license will be automatically revoked, and the number of allowable Class 12 liquor licenses will be reduced by one.

The City Code provides that a Class 12 License which shall authorize the retail sale of alcoholic liquor for consumption only on the premises specified in the license where sold. The license shall be issued to a special occasion facility organized for the purposes of providing banquets, wedding and other receptions, meetings, parties or other special events upon a contractual engagement. The special occasion facility may also hold events that are open to the general public.

No Class 12 License shall be issued until the Local Liquor Control Commission and the Mayor and City Council have established the hours for operation of the Class 12 License. No Class 12 License shall be open for business except during the hours established by this chapter, provided, however, that the Mayor and City Council may in their discretion extend said hours upon request.

The applicant has requested the following hours for the Class 12 Liquor License at 406 W. Woodstock Street:

Sunday through Thursday – 11:00 a.m. to 11:00 p.m.
Friday and Saturday – 11:00 a.m. to 1:00 a.m.

It should be noted that at the October 3, 2018 Planning and Zoning Commission meeting, the petitioner stated that he is seeking a license for the following hours:

Sunday through Thursday – 11:00 a.m. to 11:00 p.m.
Friday and Saturday - 11:00 a.m. to midnight.

The minutes from the October 3, 2018 Planning and Zoning Commission and draft minutes from the October 16, 2018 City Council meeting are attached.

According to Lauren Thibodeau, Facility Rental/Concessions Supervisor for the Crystal Lake Park District, Park Place has the following hours of operation:

Monday through Sunday – 7:00 a.m. to midnight

The applicant has submitted all of the necessary paperwork. The following conditions must be met prior to the license being issued:

- Fingerprint/Background Check
- Payment of Prorated License Fee
- Proof of Liquor Liability Insurance
- $1,000 Surety Bond payable to the City of Crystal Lake
- Certificate of Occupancy
- Proof of Ownership or Lease

The Crystal Lake Park District (Park Place), Four Seasons Banquet Hall (Hours: Sunday through Thursday noon until 1:00 a.m. the following day, Friday and Saturday noon until 2:00 a.m. the following day) and D'Andrea Banquets (Hours: Monday through Sunday 7:00 a.m. to 2:00 a.m. the following day) currently hold Class 12 liquor licenses.

The attached ordinance approves an increase in the number of Class 12 liquor licenses in order to allow the 406 W. Woodstock Street, LLC, DBA Crystal Lake Event Center. This ordinance is expressly made subject to the voluntary surrender of the existing liquor license by the current license holder, the Crystal Lake Park District (Park Place).

Votes Required to Pass:
Simple majority

Ord. No.
File No. 255 L

The City of Crystal Lake

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 12 License shall be increased from 3 to 4.

SECTION II: Condition on License. Said license shall be subject to the restriction that the retail sale of alcoholic liquor upon the premises shall be limited as follows:

Sunday, Monday, Tuesday, Wednesday, Thursday – _____
Friday and Saturday - _____

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

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

DATED at Crystal Lake, Illinois, this 6th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: City Code Amendment to Increase the Number of Class 13 Liquor Licenses – Applicant: Crystal Lake Real Estate Company, DBA Crystal Lake Amoco, 339 West Virginia Street.

Staff Recommendation: Motion to adopt an ordinance increasing the number of Class 13 liquor licenses from the currently permitted 30 license to 31 licenses, in order to allow for the issuance of a new Class 13 liquor license to Crystal Lake Real Estate Company, DBA Crystal Lake Amoco, 339 West Virginia Street, subject to staff conditions.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:

The applicant, Crystal Lake Real Estate Company, DBA Crystal Lake Amoco, 339 West Virginia Street, is requesting the creation of an additional Class 13 Liquor License.

Class 13 License which shall authorize 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, and Friday; and 7:00 a.m. Saturday and 2:00 a.m. 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 new applicant's name.

The following conditions must be met prior to the license being issued:

- Payment of Prorated License Fee
- $1,000 Surety Bond payable to the City of Crystal Lake

The following businesses currently hold a Class 13 liquor license:

7-Eleven	60 W. Terra Cotta (Northside Center)	"O PUD"
7-Eleven	1024 McHenry Ave.	"B-1 PUD"
7-Eleven	19 E. Berkshire Road	"B-1 PUD"
Bucky's Express	1095 Pyott	"B-2 PUD"

Casey's General Stores	639 E. Terra Cotta Ave.	"B-2"
Circle K	220 W. Virginia	"B-2"
Circle K	280 N. Route 31	"B-2 PUD"
Circle K	681 W. Terra Cotta	"B-2"
Convenient Food Mart	201 E. Virginia	"B-2"
Cost Plus World Market	6000 Northwest Highway (Crystal Point)	"B-2 PUD"
Crystal Lake Food & Liquor	540 E. Terra Cotta Avenue	"B-2 PUD"
Crystal Lake Gas (Marathon)	770 Virginia Road	"B-2"
CVS Pharmacy	1305 Randall Road	"B-2 PUD"
CVS Pharmacy	177 W. Virginia	"B-2"
Fresh Market	6000 Northwest Highway	"B-2 PUD"
Fresh Thyme Farmer's Market	5340 Northwest Highway	"B-2 PUD"
KA Sales (Exxon)	415 W. Virginia	"B-2"
Ralph's General Store	1309 North Avenue	"R-2"
LaRosita of Mesos Group, Inc.	131 Main Street	"B-4"
Midwest Petroleum Dev.	7615 U.S. Route 14 (by McDonald's)	"B-2"
Mobil Mart	250 N. Route 31	"B-2"
Murphy's Oil	985 Central Park Drive	"B-2 PUD"
Oak Street Food & Liquor	256 N. Oak Street	"B-1"
Open Pantry/Shell #801	4811 Northwest Highway	"B-2"
Osco Drug	6140 Northwest Highway (The Commons S.C.)	"B-2 PUD"
Sam's Club	5670 Northwest Highway	"B-2 PUD"
Target	5580 Northwest Highway	"B-2 PUD"
Walgreens	151 W. Northwest Highway	"B-2"
Walgreens	315 N. Route 31	"B-2 PUD"
Wal-Mart		

The attached ordinance approves an increase in the number of Class 13 liquor licenses in order to allow the issuance of a Class 13 liquor license to Crystal Lake Real Estate Company, DBA Crystal Lake Amoco, 339 West Virginia Street.

Votes Required to Pass:
Simple majority

Ord.
File No. 255 L

The City of Crystal Lake

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 13 License shall be increased from 30 to 31.

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 6th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Simplified Residential Variation to construct a garage 13 feet from the rear property line, a variation of 7 feet into the required 20-foot rear yard setback.

Frank Pecoraro, petitioner
105 East End Avenue

PZC Recommendation: Motion to approve the PZC recommendation and adopt an ordinance granting the variation for 105 East End Avenue.

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

Background:

- The petitioner's house is oriented towards the south with the side of the house facing East End Avenue. The garage is behind the house, but close to the eastern side of the lot. The proposed expansion of the garage would encroach into the required rear yard setback.

Key Factors:

- Request: Variation to allow the construction of a 7-foot extension to the existing garage.
- Analysis: The orientation of the home causes the rear yard to act like a side yard.

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 rear yard to act like the interior side yard.
- The PZC found that the petition met the Findings of Facts.

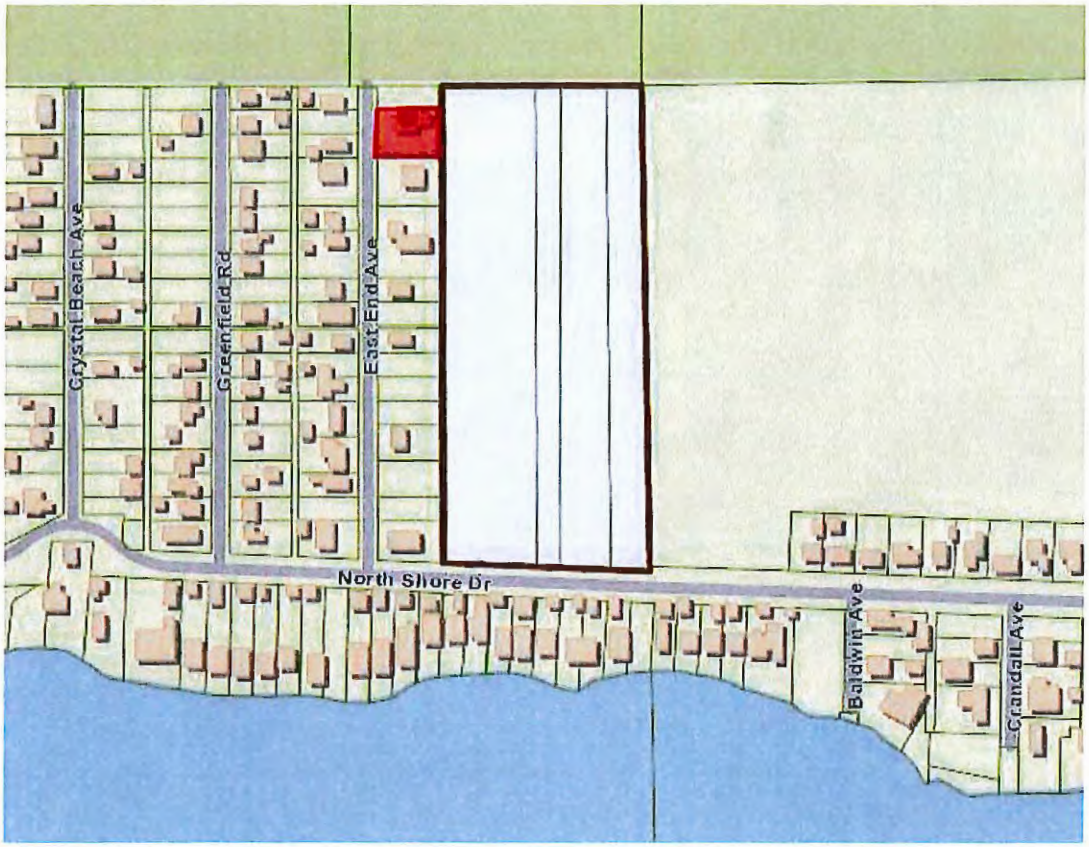
The Planning and Zoning Commission recommended **approval (7-0)** of the petitioners' request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Pecoraro, received 09/20/18)
   B. Site Plan (Patrick McKiernan, dated 04/25/06, received 09/20/18)
   C. Architectural Plans (Behrens, dated 05/01/12, received 09/20/18)

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

Votes Required to Pass: A simple majority.

PLN-2018-118 PERORARO – 105 EAST END AVE





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

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A VARIATION AT 105 EAST END AVENUE

WHEREAS, pursuant to the terms of the Application (File #PLN-2018-118) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation to allow an encroachment of 7 feet into the 20-foot rear yard setback with an addition to the house for the garage; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 28, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 17, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Simplified Residential Variation; and

WHEREAS, on October 17, 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-2018-118, dated as of October 18, 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 to allow an encroachment of 7 feet into the 20-foot rear yard setback with an addition to the house for the garage at the property at 105 East End Avenue (18-01-228-002), Crystal Lake, Illinois.

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

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

A. Application (Pecoraro, received 09/20/18)

B. Site Plan (Patrick McKiernan, dated 04/25/06, received 09/20/18)

C. Architectural Plans (Behrens, dated 05/01/12, received 09/20/18)

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 6th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Establishment of a School Zone on Dartmoor Drive between McHenry Avenue and Sutherland Drive

Staff Recommendation: Motion to adopt an ordinance establishing a School Zone on Dartmoor Drive between McHenry Avenue and Sutherland Drive.

Staff Contact: Abigail Wilgreen, City Engineer

Background:
A pedestrian access path connects South High School to Dartmoor Drive between 579 Dartmoor Drive and 591 Dartmoor Drive. Many students use this path when walking to and from school. Additionally, parents use this path to drop off/pick up students to avoid the internal traffic circulation of the school. The Traffic Safety Committee (TSC) has been working with residents of Dartmoor Drive and South High School to improve safety in this area.



While there are several options that are still under discussion, one effective solution that can be implemented quickly is to establish a school zone on Dartmoor Drive. By implementing a school zone, the speed limit would become 20 mph on school days between 7 AM and 4 PM when children are present. The Illinois State Statutes grant the City authority to establish a school zone on "public thoroughfares where children pass going to and from school." Further guidance from IDOT states that school zones do not need to be limited to school property directly abutting a street.

In looking at establishing the school zone, the TSC determined that the limits of the zone should be from McHenry Avenue to Sutherland Drive. This will provide some pedestrian protection at the McHenry Avenue and Dartmoor Drive intersection, and will give drivers on Dartmoor Drive

adequate time to adjust speeds as they approach the entrance to the pedestrian path. The TSC will continue to look at this area for opportunities to improve pedestrian safety.



Votes Required to Pass:

A simple majority

The City of Crystal Lake Illinois

AN ORDINANCE ESTABLISHING A SCHOOL ZONE ON DARTMOOR DRIVE

WHEREAS, a pedestrian safety concern on Dartmoor Drive was referred to the Crystal Lake Traffic Safety Committee; and

WHEREAS, the students of South High School access the school on a pedestrian path located between 579 Dartmoor Drive and 591 Dartmoor Drive, and

WHEREAS, 625 ILCS 5/11-605 grants the City authority to establish a School Zone on any public thoroughfare where children pass going to and from school; and

WHEREAS, establishing a School Zone on a public thoroughfare sets a speed limit of 20 miles per hour on school days between 7:00 AM and 4:00 PM when children are present.

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

SECTION I: That a School Zone be established on Dartmoor Drive between McHenry Avenue and Sutherland Drive.

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

SECTION III: That any person, firm, or corporation violating any provision of this Ordinance shall be fined in accordance with Chapter 1, Article II providing for General Penalty

Provision in the Code of Ordinances of the City of Crystal Lake, Illinois and/or Illinois Compiled Statutes Section 625 ILCS 5/11-605.

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

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

DATED at Crystal Lake, Illinois, this 6th day of November, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____

CITY CLERK

PASSED: November 6, 2018

APPROVED: November 6, 2018

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

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: McHenry County College - Final PUD Amendment for a solar array.

Petitioner: Todd Wheeland, petitioner
8900 Route 14

PZC Recommendation: To approve the PZC recommendations and adopt an ordinance granting the Final PUD Amendment for McHenry County Community College at 8900 Route 14.

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

Background:

- McHenry County College (MCC) is a two-year community college, which provides educational opportunities to Crystal Lake and the surrounding communities.
- The proposed solar array would provide 28% of the college's power needs.
- The proposed site for the array is 3.4 acres located south of the ball fields and shielded by approximately 200 feet of vegetation from Route 14.
- The site would be fenced for both security and screening.

PZC Highlights:

- The PZC was supportive of the proposed solar array, understanding the College's need to supplement their power usage.
- The PZC discussed possible security concerns with the site and equipment.
- The PZC found that this request meets the Findings of Fact.

The PZC recommended **approval (7-0)** 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 (MCC, received 09/04/18)
   B. Site Plan (ENGIE, dated 07/17/18, received 09/04/18)
   C. Technical Description (ENGIE, dated 07/25/18, received 09/04/18)
   D. Specification Sheets (ENGIE, undated, received 09/04/18)

2. A 6-foot fence wrapped with black fabric mesh is required around the site. An 8-foot fence is also acceptable. Also, barbwire on top of a 6-foot fence is acceptable.

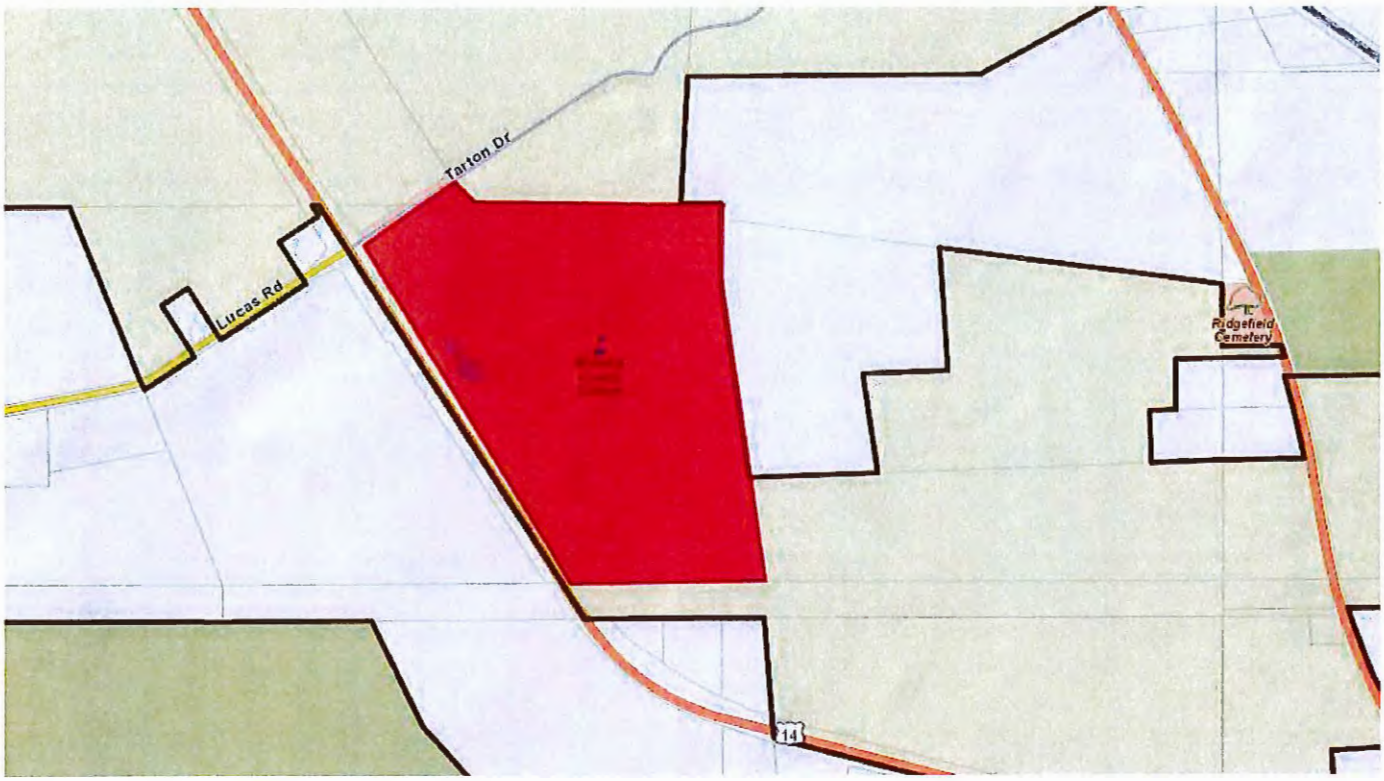
3. No signage, except for regulatory or warning signage, shall be placed on the fence or fabric mesh.

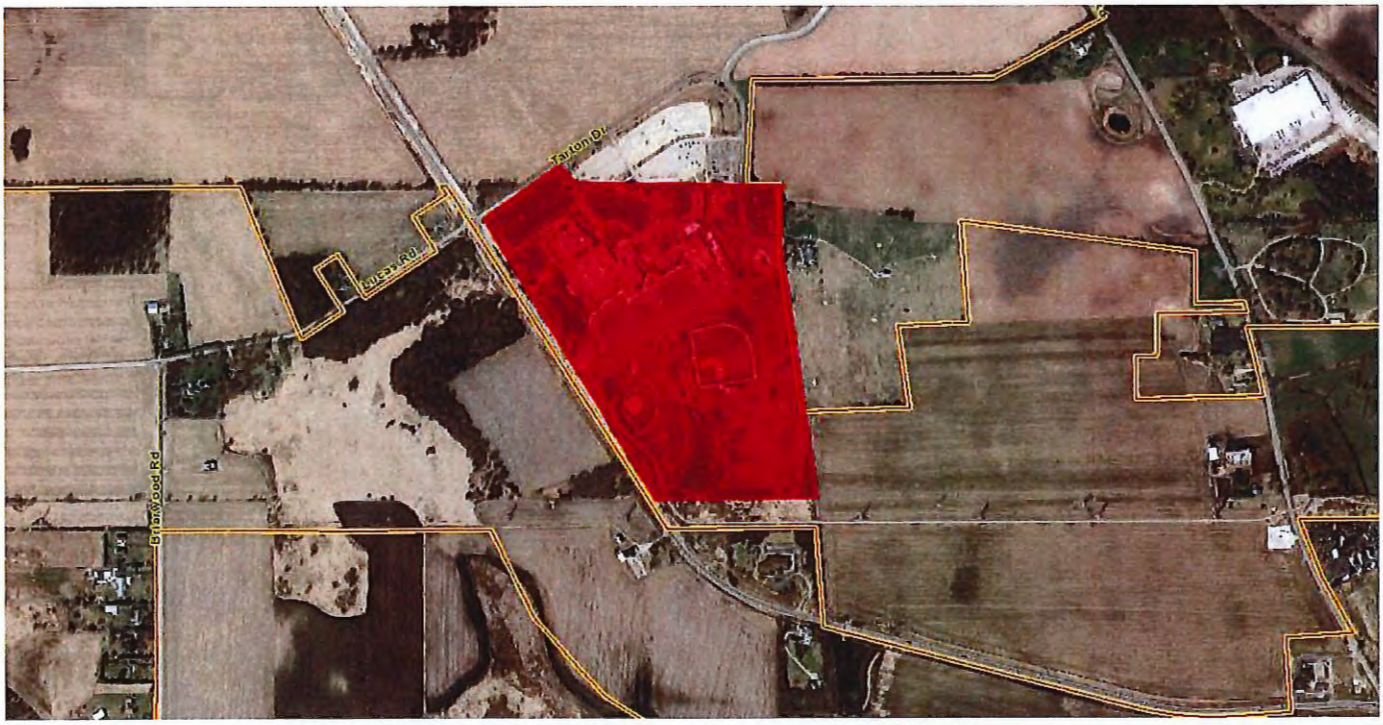
4. Any development on this site is subject to the City's Stormwater Ordinance and Watershed Ordinance requirements.

5. The petitioner shall comply with all of the requirements of the Community Development, Public Works, Fire Rescue and Police Departments.

Votes Required to Pass: A simple majority.

PLN-2018-00107 McHENRY COUNTY COLLEGE – 8900 US ROUTE 14





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

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING AN AMENDMENT TO THE FINAL PUD FOR McHENRY COUNTY COLLEGE

WHEREAS, pursuant to the terms of the Petition (File #PLN-2018-107) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development for McHenry County College to allow a solar array; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 27, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 17, 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 October 17, 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-2018-107, dated as of October 18, 2018; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the 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 PUD Amendment be granted to permit a solar array for the property located at 8900 U.S. Highway 14 (13-25-300-021, 13-25-300-017, 13-25-176-001, 13-25-300-015, and 13-26-400-016), Crystal Lake, Illinois.

SECTION II: That 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 (MCC, received 09/04/18)
   B. Site Plan (ENGIE, dated 07/17/18, received 09/04/18)
   C. Technical Description (ENGIE, dated 07/25/18, received 09/04/18)
   D. Specification Sheets (ENGIE, undated, received 09/04/18)

2. A 6-foot fence wrapped with black fabric mesh is required around the site. An 8-foot fence is also acceptable. Also, barbwire on top of a 6-foot fence is acceptable.

3. No signage, except for regulatory or warning signage, shall be placed on the fence or fabric mesh.

4. Any development on this site is subject to the City's Stormwater Ordinance and Watershed Ordinance requirements.

5. The petitioner shall comply with all of the requirements of the Community Development, Public Works, Fire Rescue and Police Departments.

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 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 6th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

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

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Special Use Permit for a Massage Establishment

Petitioner: James Yoo, Peach Infinity Spa
435 Angela Lane

PZC Recommendation: To approve the PZC recommendation and adopt an ordinance for a Special Use Permit to allow a massage establishment at 435 Angela Lane, Unit 8.

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

Background:

- The space was previously the Infinity Day Spa and is currently set up with six massage therapy rooms.
- The current user only has two employees, but hopes to hire a third in the future, so not all the existing massage therapy rooms are being used.
- The petitioners have submitted information for a Massage Establishment License.

PZC Highlights:

- The PZC was supportive of the request for a Special Use Permit and found that it met the Findings of Fact.

PZC Vote:

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

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

A. Application (Yoo, received 09/19/18)
B. Floor Plan (Yoo, received 09/19/18)

2. Business records, including the names of clients and the services provided, must be readily available to inspect without prior notice, provided they do not violate HIPAA laws.

3. All massage establishments subject to this section are declared to be public places, and shall not, during business hours, have the doors to the exits and entrances of such establishment locked or obstructed in any way so as to prevent free ingress and egress of persons; provided, however, that such doors may be closed.

4. Persons under 18 years of age are not permitted in a massage establishment, unless accompanied by his/her parent or legal guardian.

5. At least 75% of the window area of the massage establishment shall be visible, installed with clear, nonreflective windows. Blocking of windows with drapes, blinds or shelving is prohibited.

6. No residential use is permitted within the massage establishment at any time.

7. Alcohol is not permitted to be served in a massage establishment at any time.

8. The applicant consents to unannounced inspections by the City, its agents or employees for the purpose of determining of the provisions of this section are met.

9. A license for massage establishments is required. The petitioner must comply with the Massage Establishment License requirements.

10. Upon the petitioner's sale, transfer or relocation of this massage establishment this special use will be considered null and void.

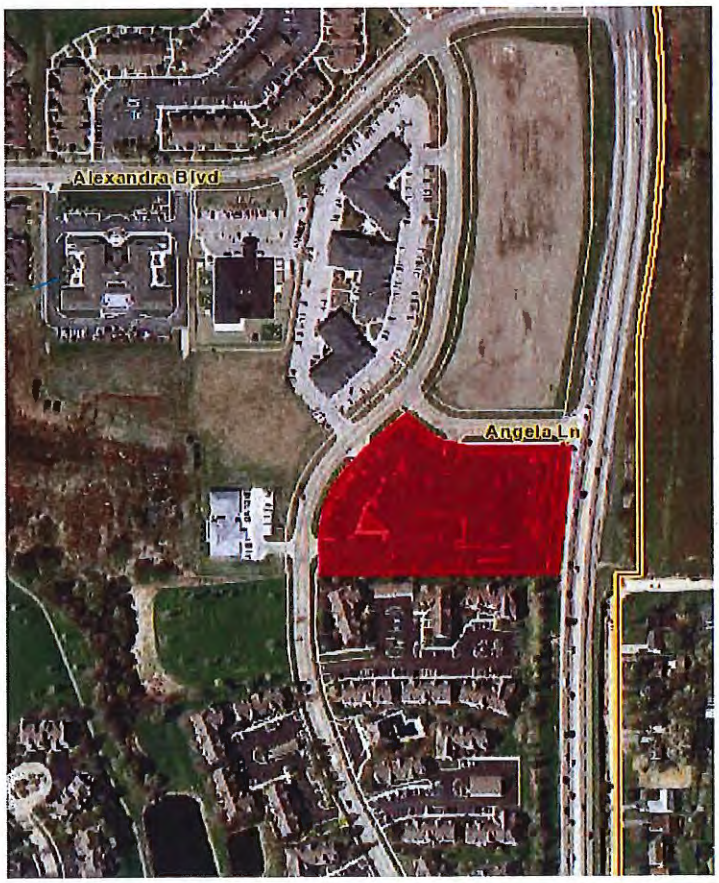
11. The violation of these Special Use Permit conditions is subject to the City's adjudication process, which may result in fines or revocation of the SUP.

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

Votes Required to Pass: A simple majority.

PLN-2018-00117 PEACH INFINITY SPA – 435 ANGELA LN UNIT 8





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

The City of Crystal Lake Illinois

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AT 435 ANGELA LANE SUITE 8

WHEREAS, pursuant to the terms of a Petition (File #PLN-2018-117) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the issuance of a Special Use Permit to allow a massage establishment for the property located at 435 Angela Lane, Suite 8; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 1, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 17, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Special Use Permit; and

WHEREAS, on October 17, 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 Special Use Permit be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-117, dated as of October 18, 2018; and

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

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 Special Use Permit be issued to allow a massage establishment for the property commonly known as 435 Angela Lane, Suite 8 (19-18-478-001), Crystal Lake, Illinois.

Section II: Said Special Use is issued with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Yoo, received 09/19/18)

B. Floor Plan (Yoo, received 09/19/18)

2. Business records, including the names of clients and the services provided, must be readily available to inspect without prior notice, provided they do not violate HIPAA laws.

3. All massage establishments subject to this section are declared to be public places, and shall not, during business hours, have the doors to the exits and entrances of such establishment locked or obstructed in any way so as to prevent free ingress and egress of persons; provided, however, that such doors may be closed.

4. Persons under 18 years of age are not permitted in a massage establishment, unless accompanied by his/her parent or legal guardian.

5. At least 75% of the window area of the massage establishment shall be visible, installed with clear, nonreflective windows. Blocking of windows with drapes, blinds or shelving is prohibited.

6. No residential use is permitted within the massage establishment at any time.

7. Alcohol is not permitted to be served in a massage establishment at any time.

8. The applicant consents to unannounced inspections by the City, its agents or employees for the purpose of determining of the provisions of this section are met.

9. A license for massage establishments is required. The petitioner must comply with the Massage Establishment License requirements.

10. Upon the petitioner's sale, transfer or relocation of this massage establishment this special use will be considered null and void.

11. The violation of these Special Use Permit conditions is subject to the City's adjudication process, which may result in fines or revocation of the SUP.

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

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 Special Use Permit in accordance with the provisions of this Ordinance, as provided by law.

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

DATED at Crystal Lake, Illinois, this 6th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____

Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____

Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date:	November 6, 2018 **ANNEXATION PUBLIC HEARING**
Item:	REPORT OF THE PLANNING & ZONING COMMISSION
Request:	1. Preliminary/Final Planned Unit Development for a car wash with an Electronic Message Center sign. 2. Rezoning upon annexation of Parcels 6 & 7 to B-2 PUD.
Petitioner:	Greg Barich, Spring Creek LLC 5720-5902 N. Route 31
Recommendation:	Motion to: 1) Adopt an ordinance authorizing execution of the annexation agreement. 2) Adopt the annexation ordinance and approve the Planning and Zoning Commission recommendations and adopt an ordinance for rezoning upon annexation and preliminary and final PUD for a car wash at 5720-5902 N. Route 31.
Staff Contact:	Michelle Rentzsch, Director of Community Development Kathryn Cowlin, Assistant City Planner

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Background:

- Existing Use: The subject property is made up of five vacant parcels and two unincorporated parcels that contain a residence. The parcels located in the current city limits previously received zoning approval for a car dealership.
- The parcels to be annexed currently have a vacant house.

Request:

- The site for the proposed car wash is the northernmost parcels and is currently zoned B-2 PUD General Commercial. The petitioner is requesting Planned Unit Development approval for the proposed car wash.
- The petitioner is also requesting annexation and rezoning to B-2 PUD for the southernmost parcels. At this time, there is no proposed use of the parcels, if the annexation and rezoning

is approved, any future development would be required to go through the Planned Unit Development approval process.

Key Factors:

SITE LAYOUT

- The PZC recommended the building meet the 80-foot front yard setback requirement. The proposed front yard setback is 70.5 feet.
- The proposed site plan has adequate onsite stacking for the drive-through car wash.

TRAFFIC CIRCULATION

- The entrance located across from Orchard Lane is a full access. This access will be shared with future development of the lots to the south.
- The proposed accesses will be reviewed and approved by IDOT.

STORMWATER

- The proposed site plan for the car wash includes two detention basins for stormwater management. The basins are located northeast and within the drive aisle for the car wash. The City's stormwater consultant will review the proposed engineering to ensure the stormwater generated onsite is managed according to the City code.

SIGNAGE

- The petitioner is requesting an EMC within the freestanding sign and variations to allow 201 additional square feet for the wall signage, 3.5 additional square feet for the directional signs and an extra 3 feet in height for the directional signs as variations as part of the PUD review and approval.
- The PZC recommended the EMC sign be eliminated from the freestanding sign.
- The PZC recommended that the UDO requirements be met for any signage on the subject property.
- Matt's Car Wash, located on Route 31 also was required to meet the UDO requirements for signage.

PZC Highlights:

- Residents from the unincorporated subdivisions to the west and east of the subject property expressed concerns regarding wastewater from the car wash, existing stormwater concerns impacting their properties, noise and traffic impacts.

- The petitioner's architect explained that the wastewater would be discharged into the City's sanitary sewer system and would not impact the private wells of the residents. Also, the stormwater for the property would be managed on the property with the detention basins.
- The PZC discussed that the lights for the property and signs will be turned off one hour after the close of the business, except the required security lighting.
- The PZC felt the EMC was not appropriate at the location and all signage should meet the UDO requirements.
- The PZC stated that the petition met the Findings of Fact.

The PZC recommended **approval (7-0)** of the petitioner's request **with the elimination of the EMC sign** and the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Spring Creek LLC, dated 08/27/18, received 08/28/18)
   B. Plat of Survey (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
   C. Plat of Annexation (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
   D. Elevations (ARSA, dated 07/30/18, received 08/28/18)
   E. Colored Elevations (ARSA, received 08/28/18)
   F. Sign Elevation (Grate Signs, dated 06/22/18 & 06/21/18, received 08/28/18 & 10/12/18)
   G. Landscape Plan (WMA, dated 07/13/18, received 08/28/18)
   H. Site Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
   I. Photometric Plan (LSI, dated 05/24/18, received 08/28/18)
   J. Engineering Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
   K. Traffic Study (GHA, dated 08/03/18)

2. Landscape Plan:
   A. Add foundation plantings along the foundation of the car wash building.
   B. The area to the east of the landscape screening must be planted with a native prairie mix and maintained as conservation open space.
   C. **Allow for a variation from Article 4-400 Landscape and Screening, to allow greater than 10 parking spaces without landscape islands for the parking and vacuum stalls. (Added by the PZC)**

3. The photometric plan must comply with the UDO requirements for site lighting. **The outdoor lighting, except for security lighting, must be turned off one (1) hour after elosing and no sooner than one-half (1/2) hour prior to opening. (Added by the PZC)**

4. All wall signage and directional signage must comply with the UDO requirements.

5. ~~The EMC must be a single amber or white LED and cannot have various shades of amber or white.~~ **The monument sign eannot contain an EMC sign. (Revised by the PZC)**

6. All mechanical equipment including roof mounted equipment must be screened per the UDO.

7. Future development will require a Final PUD Amendment and approval. The future development must have the same or complementary building materials as the car wash.

8. 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 traffic consultant, Gewalt Hamilton Associates.

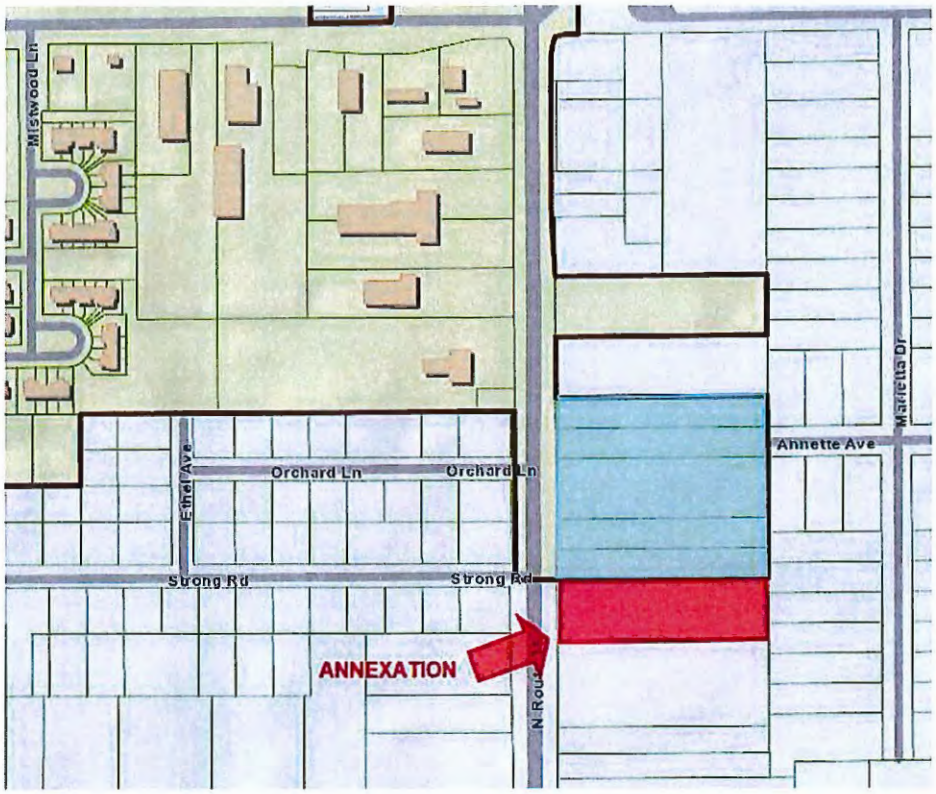
9. **The front yard setback is to be met. (Added by the PZC)**

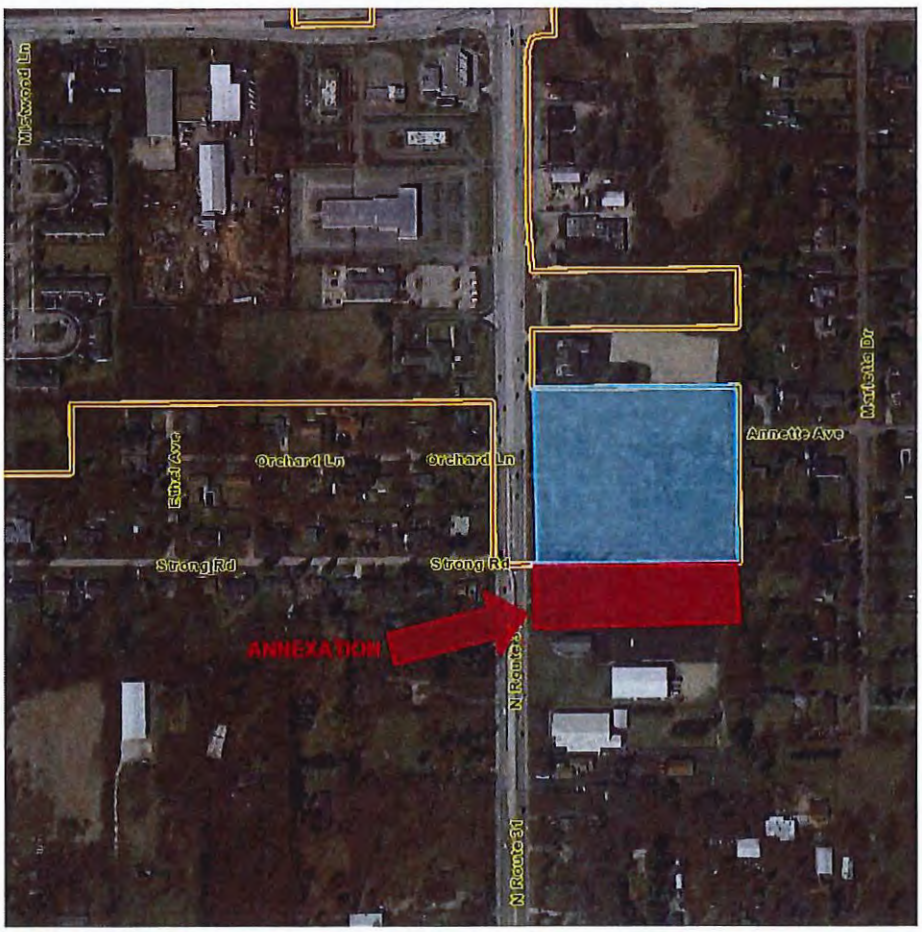
10. **The vacuum hose arch supports shall be of a neutral color and complimentary to the building color. (Added by the PZC)**

The draft annexation agreement is attached. The proposed language is the City's standard and the petitioner is requesting rezoning to B-2 PUD (General Commercial Planned Unit Development) for these two parcels. The existing use of the residence would be considered a legal nonconforming use. This document has been reviewed by an attorney and staff and is an acceptable format.

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

PLN-2018-00101 CRYSTAL LAKE EXPRESS CAR WASH – EAST RT 31 ACROSS FROM ORCHARD LN.





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

The City of Crystal Lake Illinois

AN ORDINANCE AUTHORIZING THE EXECUTION OF AN ANNEXATION AGREEMENT

WHEREAS, Fordham Creek LLC (hereinafter, "the Owner") is the record title owner of a certain tract of land located in Nunda Township in unincorporated McHenry County, Illinois, and legally described in Exhibit A attached hereto and by this reference incorporated herein and made a part hereof (the "Subject Property"); and

WHEREAS, there are no electors residing on the subject property; and

WHEREAS, the Subject Property consists of approximately 2.09 acres and is depicted on the plat of annexation attached as Exhibit B attached hereto (the "Plat of Annexation"); and

WHEREAS, the Subject Property is contiguous to the corporate limits of the City and is not within the corporate limits of any municipality; and

WHEREAS, the Owner desires and proposes to have the Subject Property annexed to the City of Crystal Lake pursuant to and in accordance with the provisions of Section 7-1-8 of the Illinois Municipal Code (the "Annexation"); and

WHEREAS, prior to approval of the Annexation, the City and the Owner desire to establish by agreement terms for the Annexation of the Subject Property; and

WHEREAS, pursuant to the provisions of Section 11-15.1-1 *et seq.* of the Illinois Municipal Code, a proposed annexation agreement, in substance and form substantially the same as the agreement attached hereto as Exhibit C, was submitted to the Corporate Authorities of the City of Crystal Lake and, pursuant to notice published in the Northwest Herald on October 19, 2018, as provided by statute, a public hearing was held thereon by the Corporate Authorities commencing on November 6, 2018.

WHEREAS, the Mayor and City Council of the City of Crystal Lake have found and determined that it is in the best interests of the City that an annexation agreement with the Owner be approved and the execution and attestation of such agreement be authorized;

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

SECTION I: The foregoing recitals are incorporated as though fully set forth herein.

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

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

AYES:

NAYS:

ABSENT:

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

PASSED this 6th day of November, 2018.

APPROVED by me this 6th day of November, 2018.

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

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

EHIBIT A
LEGAL DESCRIPTION OF SUBJECT PROPERTY

PARCEL 1: Commencing at the Northwest corner of the Southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence Easterly along the North line of the said Southeast Quarter 4.9 feet to the centerline of state Highway Route 31; thence Southerly along the center of said highway, 1558.4 feet for a place of beginning; thence Southerly along the center of the highway, 80 feet; thence Easterly at right angles to said highway, 628 feet; thence Northerly, parallel with said highway, 80 feet; thence Westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

PARCEL 2: That part of the West half of the southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: Commencing on the North line of the Southeast Quarter at a point 4.9 feet east from the center of said Section 34, being in the center of the state Highway known as Route 31; thence South along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and West Quarter section line, for a distance of 1478.4 feet for a place of beginning; thence Est at right angles to the center of said highway for a distance of 628 feet to a point; thence South at right angles to the last described line, a distance of 80 feet to a point; thence West at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence North along the center of said highway, 80 feet to the place of beginning in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the Southeast Quarter of Section 34, Township 44 North, Range 8 Est of the Third Principal Meridian described as follows: commencing at the point of intersection of the North line of the Southeast Quarter of said Section 34, and the center line of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet Easterly of the center of said section; thence Southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence Easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence Northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point; thence Westerly 60 feet to the place of beginning, in McHenry County, Illinois)

PIN No: 14-34-451-037
Common Address: 5902 S IL Route 31

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

EXHIBIT B
PLAT OF ANNEXATION

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

EXHIBIT C
ANNEXATION AGREEMENT

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

The City of Crystal Lake Illinois

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

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

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

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

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

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

WHEREAS, annexation of the territory by the City is also authorized under, and is in compliance with the requirements of, Section 7-1-10 of the Illinois Municipal Code, 65ILCS 5/7-1-10; and

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

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

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

SECTION II: That the territory legally described in Exhibit "A" attached hereto and made a part hereof, be and the same is hereby annexed to the City of Crystal Lake, McHenry County, Illinois.

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

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

AYES:

NAYS:

ABSENT:

PASSED this 6th day of November, 2018.

APPROVED by me this 6th day of November, 2018.

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

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

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

CERTIFICATION

I, NICK KACHIROUBAS, do hereby certify that I am the duly elected, authorized and acting City Clerk of the City of Crystal Lake, County of McHenry, and State of Illinois, and that as such City Clerk I am the keeper of the records and minutes of the proceedings of the Mayor and Councilmembers to the said City.

I do hereby certify that the following "AN ORDINANCE ANNEXING CERTAIN TERRITORY TO THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS" is a true and correct copy of Ordinance Number _____ duly passed and approved at a regular meeting of said Mayor and Council; held on the 6th day of November, 2018, at which time ___ councilmembers were present and ___ councilmembers were absent.

Motion was made by Councilmember _____ and seconded by Councilmember _____ that the following Ordinance be passed and approved. Upon roll-call vote, ___ councilmembers voted AYE and _____ councilmembers voted NAY; whereupon said Ordinance was declared duly passed and was thereupon approved by the Mayor.

_____
CITY CLERK

(SEAL)

Prepared by:

City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

After recording, return to:

City of Crystal Lake
Community Development
100 W. Woodstock Street
Crystal Lake, IL 60014

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

EXHIBIT "A"
LEGAL DESCRIPTION

PARCEL 1: Commencing at the Northwest corner of the Southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence Easterly along the North line of the said Southeast Quarter 4.9 feet to the centerline of state Highway Route 31; thence Southerly along the center of said highway, 1558.4 feet for a place of beginning; thence Southerly along the center of the highway, 80 feet; thence Easterly at right angles to said highway, 628 feet; thence Northerly, parallel with said highway, 80 feet; thence Westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

PARCEL 2: That part of the West half of the southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: Commencing on the North line of the Southeast Quarter at a point 4.9 feet east from the center of said Section 34, being in the center of the state Highway known as Route 31; thence South along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and West Quarter section line, for a distance of 1478.4 feet for a place of beginning; thence Est at right angles to the center of said highway for a distance of 628 feet to a point; thence South at right angles to the last described line, a distance of 80 feet to a point; thence West at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence North along the center of said highway, 80 feet to the place of beginning in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the Southeast Quarter of Section 34, Township 44 North, Range 8 Est of the Third Principal Meridian described as follows: commencing at the point of intersection of the North line of the Southeast Quarter of said Section 34, and the center line of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet Easterly of the center of said section; thence Southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence Easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence Northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point; thence Westerly 60 feet to the place of beginning, in McHenry County, Illinois)

PIN No: 14-34-451-037
Common Address: 5902 S IL Route 31

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

EXHIBIT "B"
PLAT OF ANNEXATION

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

The City of Crystal Lake Illinois

AN ORDINANCE ZONING CERTAIN PROPERTY "B-2PUD" GENERAL COMMERCIAL DISTRICT AND GRANTING A PRELIMINARY-FINAL PLANNED UNIT DEVELOPMENT

WHEREAS, Spring Creek LLC & Fordham Creek LLC (hereinafter, the "Owner") is the owner of property legally described in Exhibit A, attached hereto (hereinafter, the "Subject Property"); and

WHEREAS, pursuant to an application filed by the Owner, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on September 29, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on October 17, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed zoning of the Subject Property to "B-2PUD" General Commercial District Planned Unit Development and granting of a Preliminary and Final Planned Unit Development; and

WHEREAS, on October 17, 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 zoning of the Property be changed to "B-2 PUD" General Commercial

Planned Unit Development and a Preliminary and Final Planned Unit Development, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2018-00101, dated as of October 18, 2018; and

WHEREAS, the City Council of the City of Crystal Lake, pursuant to notice duly published on October 19, 2018 in the Northwest Herald, held a public hearing at 7:30 p.m., on November 6, 2018 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed annexation of the subject property (Exhibit A); and

WHEREAS, said territory is the subject of a certain Annexation Agreement; and

WHEREAS, said territory has been duly annexed by ordinance to the City of Crystal Lake; and

WHEREAS, by the terms of said Annexation Agreement, said territory is to be zoned "B-2 PUD" General Commercial Planned Unit Development zoning; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the property legally described herein below be classified and zoned as indicated.

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

SECTION I: Recitals: The foregoing recitals are hereby incorporated by reference as though fully set forth herein.

SECTION II: That the following described Property is hereby zoned and classified "B-2 PUD" General Commercial Planned Unit Development district.

Parcel 1: Commencing at the northwest corner of the southeast quarter of Section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence easterly along the north line of the said southeast quarter, 4.9 feet to the centerline of State Highway Route 31; thence southerly along the center of said highway, 1558.4 feet for a place of beginning; thence southerly along the center of the highway, 80 feet; thence easterly at right angles to said highway, 628 feet; thence northerly, parallel with said highway, 80 feet; thence westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

Parcel 2: That part of the west half of the southeast quarter of Section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: commencing on the north line of said southeast quarter at a point 4.9 feet east from the center of said section 34, being in the center of the State Highway known as Route 31; thence south along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and west quarter section line, for a distance of 1478.4 feet for a place of beginning; thence east at right angles to the center of said highway for a distance of 628 feet to a point; thence south at right angles to the last described line, a distance of 80 feet to a point; thence west at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence north along the center of said highway, 80 feet to the place of beginning, in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the southeast quarter of section 34, township 44 north, range 8 east of the third principal meridian described as follows: commencing at the point of intersection of the north line of the southeast quarter of said section 34, and the centerline of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet easterly of the center of said section; thence southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point ; thence westerly 60 feet to the place of beginning, in McHenry County, Illinois).

SECTION III: That a Preliminary and Final Planned Unit Development are hereby granted for the property commonly known as 5720-5902 N. Route 31, Crystal Lake, IL (PINs 14-34-401-012, 14-34-401-013, 14-34-451-003, 14-34-451-004 and 14-34-451-005) Subject Property for a car wash subject to the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Spring Creek LLC, dated 08/27/18, received 08/28/18)
   B. Plat of Survey (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
   C. Plat of Annexation (M. Gingerich, Gereaux & Assoc., dated 03/21/18, received 08/28/18)
   D. Elevations (ARSA, dated 07/30/18, received 08/28/18)
   E. Colored Elevations (ARSA, received 08/28/18)
   F. Sign Elevation (Grate Signs, dated 06/22/18 & 06/21/18, received 08/28/18 & 10/12/18)
   G. Landscape Plan (WMA, dated 07/13/18, received 08/28/18)
   H. Site Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
   I. Photometric Plan (LSI, dated 05/24/18, received 08/28/18)
   J. Engineering Plan (M. Gingerich, Gereaux & Assoc., dated 08/22/18, received 08/28/18)
   K. Traffic Study (GHA, dated 08/03/18)

2. Landscape Plan:
   A. Add foundation plantings along the foundation of the car wash building.
   B. The area to the east of the landscape screening must be planted with a native prairie mix and maintained as conservation open space.
   C. Allow for a variation from Article 4-400 Landscape and Screening, to allow greater than 10 parking spaces without landscape islands for the parking and vacuum stalls.

3. The photometric plan must comply with the UDO requirements for site lighting. The outdoor lighting, except for security lighting, must be turned off one (1) hour after closing and no sooner than one-half (1/2) hour prior to opening.

4. All wall signage and directional signage must comply with the UDO requirements.

5. The monument sign cannot contain an EMC sign.

6. All mechanical equipment including roof mounted equipment must be screened per the UDO.

7. Future development will require a Final PUD Amendment and approval. The future development must have the same or complementary building materials as the car wash.

8. 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 traffic consultant, Gewalt Hamilton Associates.

9. The front yard setback is to be met.

10. The vacuum hose arch supports shall be of a neutral color and complimentary to the building color.

SECTION IV: That the City Clerk 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 Preliminary and Final Planned Unit Development, and zoning classification of the above-described property in accordance with the provisions of this Ordinance, as provided by law.

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

AYES:

NAYS:

ABSENT:

PASSED this 6th day of November, 2018.

APPROVED by me this 6th day of November, 2018.

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

City of Crystal Lake, an
Illinois municipal corporation

_____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: November 6, 2018
Approved: November 6, 2018

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

EXHIBIT A

PARCEL 1: Commencing at the Northwest corner of the Southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian and running thence Easterly along the North line of the said Southeast Quarter 4.9 feet to the centerline of state Highway Route 31; thence Southerly along the center of said highway, 1558.4 feet for a place of beginning; thence Southerly along the center of the highway, 80 feet; thence Easterly at right angles to said highway, 628 feet; thence Northerly, parallel with said highway, 80 feet; thence Westerly, 628 feet to the place of beginning, (except that portion thereof dedicated for highway purposes), in McHenry County, Illinois, also,

PARCEL 2: That part of the West half of the southeast Quarter of section 34, Township 44 North, Range 8 East of the Third Principal Meridian described as follows: Commencing on the North line of the Southeast Quarter at a point 4.9 feet east from the center of said Section 34, being in the center of the state Highway known as Route 31; thence South along the center of said highway, being on a line forming an angle of 90 degrees 19 minutes to the right with said east and West Quarter section line, for a distance of 1478.4 feet for a place of beginning; thence Est at right angles to the center of said highway for a distance of 628 feet to a point; thence South at right angles to the last described line, a distance of 80 feet to a point; thence West at right angles to the last described line, 628 feet to an intersection with the centerline of said highway; thence North along the center of said highway, 80 feet to the place of beginning in McHenry County, Illinois, (excepting from both parcels the following described property, that part of the Southeast Quarter of Section 34, Township 44 North, Range 8 Est of the Third Principal Meridian described as follows: commencing at the point of intersection of the North line of the Southeast Quarter of said Section 34, and the center line of F.A. Route 54 (Illinois Route 31), said point of intersection being 4.9 feet Easterly of the center of said section; thence Southerly along the centerline of F.A. Route 54 (Illinois 31), 1478.4 feet to a place of beginning; thence southerly along the centerline of said F.A. Route 54, 160 feet to a point; thence Easterly along a line perpendicular to the centerline of said Route 54, a distance of 60 feet to a point; thence Northerly along a line parallel with the centerline of said F.A. Route 54, a distance of 160 feet to a point; thence Westerly 60 feet to the place of beginning, in McHenry County, Illinois)

PIN No: 14-34-451-037
Common Address: 5902 S IL Route 31

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Intergovernmental Agreement for Construction and Phase III Engineering with McHenry County for the Route 14 and Virginia Road Intersection Improvements.

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an agreement with McHenry County for the Construction and Phase III Engineering of the Route 14 and Virginia Road Intersection Improvements.

Staff Contact: Abigail Wilgreen, City Engineer

Background:
The intersection of Route 14 at Virginia Road is currently operating at a poor level of service due to the existing traffic volumes. In addition, there are no pedestrian accommodations at the intersection and the traffic signal equipment is reaching the end of its useful life. An intersection improvement is proposed which will add an additional left-turn lane on Virginia Road, an additional eastbound right-turn lane on Route 14 onto Virginia Road, upgrade the traffic signal equipment and provide pedestrian accommodations where feasible. Route 14 is under the jurisdiction and maintenance of the Illinois Department of Transportation (IDOT) and Virginia Road is under the jurisdiction and maintenance of McHenry County Division of Transportation (McDOT).

The City was awarded federal Congestion Mitigation and Air Quality (CMAQ) program funding for the construction and Phase III Engineering for this project. There is a local match that must be provided by the local agency and IDOT and McHenry County have agreed to fund a portion of this local match.

The City and County have drafted an intergovernmental agreement to share in the cost of the local match as summarized in the attached table.

The project is scheduled for the January 19, 2019 IDOT letting, and construction is anticipated to commence in the spring of 2019. The agreement has been reviewed by the City's special counsel. The agreement was approved by the McHenry County Transportation Committee at their October 31, 2018 meeting and is anticipated to be approved at the County Board meeting

on November 13. The project will be budgeted in the upcoming FY 2019/2020 budget using Motor Fuel Tax funds.

Votes Required to Pass:
A 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 be authorized to execute an agreement with McHenry County for the construction and Phase III Engineering of the Route 14 and Virginia Road intersection improvement.

DATED this 6th day of November, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Mayor

SEAL

ATTEST:

_____
City Clerk

PASSED: November 6, 2018

APPROVED: November 6, 2018

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

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Local Agency Agreement for Federal Participation with IDOT for Construction and Phase III Engineering of the Route 14 and Virginia Road Intersection Improvements.

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute the Local Agency Agreement for Federal Participation with IDOT for construction and Phase III Engineering of the Route 14 and Virginia Road intersection improvement.

Staff Contact: Abigail Wilgreen, City Engineer

Background:
The intersection of Route 14 at Virginia Road is currently operating at a poor level of service due to the existing traffic volumes. In addition, there are no pedestrian accommodations at the intersection and the traffic signal equipment is reaching the end of its useful life. An intersection improvement is proposed which will add an additional left-turn lane on Virginia Road, an additional eastbound right-turn lane on Route 14 onto Virginia Road, upgrade the traffic signal equipment and provide pedestrian accommodations where feasible.

The City has received federal Congestion Mitigation and Air Quality (CMAQ) program funding for the construction and Phase III Engineering for this project. In addition, IDOT has agreed to fund a portion of the cost.

The attached agreement is a standard agreement that is used for all projects using federal and state funds. Once this agreement has been executed and all necessary approvals have been secured, IDOT will be able to let the project.

The project is scheduled for the January 19, 2019 state letting, and will be starting construction next year. The City's share of the project will be budgeted in the upcoming FY 2019/2020 budget using Motor Fuel Tax funds.

Votes Required to Pass:
A 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 be authorized to execute the Local Agency Agreement for Federal Participation for the Route 14 and Virginia Road intersection improvement.

DATED this 6th day of November, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: November 6, 2018

APPROVED: November 6, 2018

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Appropriation of MFT funds for the Route 14 and Virginia Road Intersection Improvements.

Staff Recommendation: Motion to adopt a resolution appropriating $64,200 in MFT funds for the Route 14 and Virginia Road Intersection Improvement construction and Phase III Construction Engineering services.

Staff Contact: Abigail Wilgreen, City Engineer

Background:
It is recommended that the City Council appropriate $64,200 in Motor Fuel Tax (MFT) funds for the Route 14 and Virginia Road Intersection Improvement. This appropriation is for the City's share of the construction and the Phase III Construction Engineering consulting services.

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 this expenditure. The improvement will be budgeted in the upcoming FY 2019/2020 budget using MFT funds.

Votes Required to Pass:
A simple majority

Agenda Item No: 20

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Consultant Selection Approval for the Route 14 and Virginia Road Improvement for Phase III Construction Engineering.

Staff Recommendation: Motion to award the proposal for the Route 14 and Virginia Road Improvement for Phase III Construction Engineering to the most qualified, responsible, and responsive proposer, Christopher B. Burke Engineering, Ltd., and adopt a resolution authorizing the City Manager to execute an agreement with Christopher B. Burke Engineering, Ltd. in the amount of $151,978.95 and approve changes in scope by 10 percent of the original price.

Staff Contact: Abigail Wilgreen, City Engineer

Background:
The intersection of Route 14 at Virginia Road is currently operating at a poor level of service due to the existing traffic volumes. In addition, there are no pedestrian accommodations at the intersection and the traffic signal equipment is reaching the end of its useful life. An intersection improvement is proposed which will add an additional left-turn lane on Virginia Road, an additional eastbound right-turn lane on Route 14 onto Virginia Rod, upgrade the traffic signal equipment and provide pedestrian accommodations where feasible.

In preparation for the construction, the City needs to select a Phase III Engineering consultant. The Phase III Engineering consultant provides daily oversight of the construction contractor, ensures accuracy of quantities used in the construction, and manages the documentation.

Since the City received Federal Congestion Mitigation and Air Quality (CMAQ) funds for the Phase III Engineering, the City utilized the recently adopted qualification-based selection (QBS) procedures for consultant selection. The City issued a Request for Qualifications (RFQ) that included the project description. The City's standard advertising practices were followed and the City received three proposals.

A selection committee was established consisting of the City Engineer, a Civil Engineer, and the Community Development Director that rated each proposal based on the firm's staff capabilities, technical approach, and past performance on similar projects in accordance with QBS procedures. After each committee member reviewed and scored each proposal, the committee met to compare the scores and establish a short list.

The top ranked firm was Christopher B. Burke Engineering, Ltd. (CBBEL) as they are providing a knowledgeable, experienced resident engineer to oversee the project during construction with demonstrated experience in meeting the City's expectations in both technical and communications matter specific for this project. The documentation for a federally-funded, IDOT-let job is extensive, and CBBEL's proposal demonstrated that the resident engineer has the training and experience to handle the project successfully. It is staff's recommendation to select CBBEL to perform the Phase III Engineering for this project.

The project is scheduled for the January 19, 2019 IDOT letting, and construction is anticipated to commence in the spring of 2019. The City's share of the project will be budgeted in the upcoming FY 2019/2020 budget using Motor Fuel Tax funds. IDOT and McHenry County are also financially contributing.

Votes Required to Pass:
A 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 be authorized to execute an agreement with Christopher B. Burke Engineering, Ltd. for the Route 14 and Virginia Road Intersection Improvement Phase III Construction Engineering in the amount of $151,978.95. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED at Crystal Lake, Illinois, this 6th day of November, 2018.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
MAYOR

SEAL

ATTEST:

_____
CITY CLERK

PASSED: November 6, 2018

APPROVED: November 6, 2018

Agenda Item No: 21

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Truth in Taxation Compliance Procedural Requirement

Staff Recommendation: Motion to adopt a resolution determining the 2018 tax levy in compliance with the Truth in Taxation Law

Staff Contact: Gary J. Mayerhofer, City Manager
George Koczwara, Director of Finance
Laura Herrig, Assistant Director of Finance

Background:
Adoption of this resolution is merely a procedural requirement as the actual levy ordinance will be considered during the public hearing at the December 18, 2018 City Council meeting. The process in determining the actual tax levy is challenging because the actual dollars collected from the 2018 tax levy are not received until fiscal year 2019/2020, for which the City has not yet considered an annual budget. The actual tax levy ordinance will be placed on the December 18, 2018 City Council agenda for consideration.

The proposed tax levy is a 0% increase from last year's tax levy. Since the proposed tax levy is not more than 5% than the taxes extended for the prior tax levy, a "Black Box" is not required.

Recommendation:

It is staff's recommendation to approve the attached resolution determining the maximum 2018 tax levy.

Votes Required to Pass:

Simple majority

Res. 18R-

RESOLUTION

WHEREAS, the City Council of the City of Crystal Lake, McHenry County, Illinois, a home rule corporation, herein referred to as the "City", wishes to comply with the Truth in Taxation Act, ILCS Chapter 35:200/18-55 and 35: 200/18-100; and

WHEREAS, this determination is made more than twenty (20) days prior to the proposed adoption of the City's aggregate levy and is in compliance with the Truth in Taxation Act; and

WHEREAS, in compliance with the Truth in Taxation Act, since the proposed tax levy is not more than 5% than the taxes extended for the prior tax levy, a notice is not required to be published in a general circulation newspaper published in the taxing district and therefore will not be published; and

WHEREAS, a public hearing will be held prior to the adoption of the tax levy ordinance.

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

The Corporate Authorities determine the amount of money estimated to be necessary to be raised by taxation for the 2018 tax levy is approximately $17,071,035 which is no more than 105% of the aggregate extensions for the 2017 tax levy, which was approximately $17,071,035.

DATED at Crystal Lake, Illinois this 6th day of November, 2018.

CITY OF CRYSTAL LAKE,
an Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: November 6, 2018
APPROVED: November 6, 2018

Agenda Item No: 22

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Liquid Calcium Chloride Purchase through Suburban Purchasing Cooperative Contract #166

Staff Recommendation: 1) Motion to reject all bids from the October 18, 2018, bid opening for liquid calcium chloride.

2) Motion to adopt a Resolution authorizing the City Manager to execute an agreement with Sicalco Ltd. for the purchase of Liquid Calcium Chloride in the amount submitted through the Suburban Purchasing Cooperative, Contract #166

Staff Contact: Michael Magnuson, Director of Public Works

Background:
The Public Works Department utilizes liquid calcium chloride during deep–cold winter snow and ice removal operations. Staff estimates using between 10,000 and 15,000 gallons during the winter season. Staff sent an invitation to bid to multiple vendors, and opened bids on October 18, 2018, but received only one bid from EnviroTech Services, Inc. in the bid amount of $1.25/gallon.

As a result of receiving only one bid, staff researched other options to purchase this product. Staff is able to purchase this product through a purchasing cooperative program. As members of the Suburban Purchasing Cooperative Program (SPC), the City is able to take advantage of the cooperative members' leveraged contract. This program allows members to combine purchasing power with a goal of reducing costs. All items that are bid through the Cooperative follow the same public procurement statutes that the City follows during the competitive, sealed bidding process. The current SPC contract is with Sicalco Ltd. at unit cost of $0.4785 ($0.6128 delivered).

Vendor	Unit Price (per gallon)
√ Sicalco (Suburban Purchasing Cooperative)	$0.6128
EnviroTech Service Inc. (City Bid)	$1.25

Recommendation:
It is the recommendation of staff to purchase liquid calcium chloride through the SPC from Sicalco Ltd, in the amount of $0.6128 including delivery charge per unit. Funds have been budgeted for these purchases.

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 is authorized to execute a Purchase Agreement between the CITY OF CRYSTAL LAKE and Sicalco Ltd., for liquid calcium chloride in the amount submitted through Suburban Purchasing Cooperative Contract #166.

DATED this 6th day of November, 2018.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: November 6, 2018
APPROVED: November 6, 2018

Agenda Item No: 23

City Council
Agenda Supplement

Meeting Date: November 6, 2018

Item: Liquid Anti-Icing Additive Purchase

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute an agreement with SNI Solutions Inc. for the purchase of anti-icing liquids in the submitted bid amount.

Staff Contact: Michael Magnuson, Director of Public Works

Background:

The Public Works Department uses an organic-liquid salt anti-icing additive in conjunction with rock salt to de-ice roads during the winter. The Public Works Department estimates it will utilize up to 35,000 gallons of the organic-liquid salt additive for its snow and ice control operations this winter.

Bids were solicited in accordance with the City's procurement policy. Bids were opened on October 18, 2018 with the following results:

Vendor	Unit Price (per gallon)
√ SNI Solutions, Inc.	$1.05
EnviroTech Services Inc.	$1.20

√ Indicates recommended lowest responsive and responsible bidder

Staff compared these bid results to the Suburban Purchasing Cooperative (SPC) price for this product. The price through SPC was $1.80 per gallon. Therefore, the City's bid process resulted in a more competitive price than SPC. SPC is the only consortium that staff is aware of that has a current contract for this additive.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is the recommendation of staff to award the bid to the lowest responsible and responsive bidder, SNI Solutions Inc., for the purchase of organic-based liquid anti-icing additive at the unit price amount of $1.05 per gallon. Funds have been budgeted for this purchase.

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 is authorized to execute a contract with SNI Solutions Inc., for organic anti-icing liquids, in the submitted bid amount.

DATED this 6th day of November, 2018.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: November 6, 2018
APPROVED: November 6, 2018