# CITY OF CRYSTAL LAKE
## AGENDA
## CITY COUNCIL
## REGULAR MEETING

**City of Crystal Lake**
**100 West Woodstock Street, Crystal Lake, IL**
**City Council Chambers**
**August 4, 2020**
**7:00 p.m.**

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – July 21, 2020 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. **Acting Mayor's Report**

8. **City Council Reports**

9. **Consent Agenda**
   a. **Downtown Crystal Lake/Main Street Special Event Request - Great Ball Race, September 27, 2020**
   b. **Annual Kiwanis Santa Run for Kids Special Event Request - December 6, 2020**
   c. **Iglesias Oasis Church Special Event Permit Request to allow for outdoor tent service at Hope Church, 451 Ackman Road**
   d. **Ordinance Approving Policy of the City of Crystal Lake Relating to Sexual Harassment**
   e. **Class 16 Temporary Liquor License Requests – Crystal Lake Park District 2020 Summer/Fall Events Rescheduled Dates**

10. **8307 Castleberry Drive, William and April Wroga – County Zoning Request for yard variations for a garage and workshop**

11. **City Code Amendment to Increase the Number of Class 25 Liquor Licenses – Applicant: Leech-Bezik LLC, dba Jude's, 19 N. Williams Street**

12. **1425 Gilbert Avenue, Ariana Bello – Variation from Article 3-200 to allow an 18-foot yard abutting a street setback, a variation of 12 feet for a shed**

13. **410 Knaack Boulevard, ComEd – Variation from the maximum fence height to allow a 12-foot high fence, a variation of 4 feet in height for the substation**

14. **Purchase of Replacement Taser Equipment**

15. **2020 Pavement Marking Program – 2020 McHenry County Division of Transportation Joint Purchasing Program**

**16. Future Annexations along Route 176 and Reiland Drive – Discussion Only**

**17. Ambulance Purchases**

**18. Ambulance Power Load System**

**19. Council Inquiries and Requests**

**20. 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**

**21. Reconvene to Regular Session**

**22. Adjourn**

*If Regular 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: 9a**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Downtown Crystal Lake/Main Street Special Event for the Great Ball Race

**Recommendation:** Motion to approve the 2020 Great Ball Race event, pursuant to the recommendations listed below, and waive the application fee ($50).

**Staff Contact:** Michelle Rentzsch, Director of Community Development
Laurrie Fitzgerald, Support Services Coordinator

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**Background:** The applicant has applied for a Special Event for the Great Ball Race to be held on Sunday, September 27, 2020 at 3:00 p.m. City Council approval is required because the applicant is requesting permission to close off Brink Street between Williams and Main Streets from 2:00 p.m. to 4:00 p.m.

Due to the COVID-19 pandemic, the annual Johnny Appleseed Festival has been cancelled this year. The Downtown Crystal Lake/Main Street association would still like to hold their Great Ball Race fundraising event on Sunday September 27, 2020 at 3:00 p.m. The Great Ball Race features brightly colored and numbered plastic balls that roll down Brink Street from their starting point at Williams Street to their ending point before Main Street. The event will be videotaped to avoid a public gathering and to address social distancing issues, spectators will be able to watch from the safety of their homes, and the winners will be notified by Downtown Crystal Lake/Main Street association.

Brink Street would be closed beginning at 2:00 p.m. to allow for setup of the race, and would be reopened at 4:00 p.m.

If the request is approved, staff recommends the following conditions:

1. The approval is valid on Sunday, September 27, 2020 and is contingent upon this event maintaining compliance with the Governor's Restore Illinois Plan. The closure of Brink Street from Williams Street to Main Street is permitted from 2:00 p.m. to 4:00 p.m.
2. The event must be in accordance with the attached site plan, with the exception of both alleys east of Williams Street and the Marathon gas station driveways must remain clear at all times. Begin temporary closure of Brink Street east of the alley entrances and end

the closure WEST of the gas station driveways. Any additional changes to the site plan must be provided prior to the inspection by the Fire Prevention Bureau.

3. A standard Hold Harmless agreement between Downtown Crystal Lake/Main Street and the City, including insurance coverage covering these events, is required.
4. 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. Signs cannot obstruct the view of traffic or be attached to utility poles.
5. The petitioner must erect approved barricades and advance-warning signs for the temporary closure of Brink Street during the hours of 2:00 and 4:00 p.m. only. These signs and barricades must only be in place during the approved time for the road closure.
6. Restrict parking in the three Brink Street Z-lots until after 4:00 p.m. or provide temporary signs at these spaces noting that vehicles cannot be moved out of this area between the hours of 2:00 p.m. and 4:00 p.m.

The Downtown Main Street has requested that the $50 application fee be waived, as has been approved in previous years.

The applicant has been made aware of these recommended conditions and advised to attend the August 4, 2020 City Council meeting to answer any questions.

**Votes Required to Pass:** A simple majority vote.

**Agenda Item No: 9b**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Annual Kiwanis Santa Run for Kids

**Staff Recommendation:** Motion to approve Kiwanis Club's application for a Special Event for the Santa Run on December 6, 2020 pursuant to the recommended conditions below and waiver of the Special Event ($50) and Police Department chargeback fees (~$1,770.24).

**Staff Contact:** Michelle Rentzsch, Director of Community Development
Laurrie Fitzgerald, Support Services Coordinator

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## Background:

The Raue Center for the Arts, in cooperation with the Crystal Lake Kiwanis Club, is in the process of planning the annual Santa Run. The run will take place in Downtown Crystal Lake on December 6, 2020. This outdoor event has been structured to comply with the Governor's Restore Illinois Plan guidelines.

The event includes a 5K run and 1 mile run/walk. The proceeds of this fundraiser benefit several local charities, including the Kiwanis Club of Crystal Lake, Turning Point, and Big Brothers Big Sisters. As part of the event, the organizers are requesting the closure of Williams Street between Woodstock Street and Crystal Lake Avenue between 6:00 a.m. and 10:30 a.m.

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

1) This approval is contingent upon this event maintaining compliance with the Governor's Restore Illinois Plan.
2) Parking should be restricted along the east side of Grant Street and south side of Woodstock Street in addition to the closed portion of Williams Street.
3) Signs indicating the road closure to be posted a minimum of 24 hours prior to the event and in the locations designated by the Police Department. Traffic control and signage may be required throughout the 5K and 1-mile race course. The petitioner must meet with

the City's Police, Community Development, and Public Works Departments to discuss signage needed.

4) Organizers are to contact the Street Department for official "No Parking" signs. The "No Parking" signs are not to be posted on telephone poles and are to be removed immediately after the race.
5) The barricades on Brink Street must be placed near the alley entrances, instead of the Williams Street intersection, to avoid cars getting trapped at the closure points with no room to turn around. Also, place barricades or cones on the south end of Williams Street to help delineate the limits of the temporary vehicle restriction for pedestrians/event visitors.
6) Add cones or other physical separation for the temporary "runners lane" in the southern bay of parking on Woodstock Street between Grant and Williams.
7) All directly affected businesses and residents on North Williams Street must be notified in advance of the road closure.
8) An insurance and hold harmless agreement needs to be provided to the City of Crystal Lake prior to the event.
9) Streets along the race route will not be closed. There are several churches in the neighborhoods the 5K race passes through.
10) Work with the Police Department as to positioning of volunteers, as well as the number of officers required for this event.
11) Runners should be reminded that they are obligated to follow all laws related to pedestrians in the roadway.
12) Streets are not to be marked with paint or any permanent materials. No items can be located on sidewalks that would block pedestrian access.
13) An access lane greater than 13 feet is required for access to Williams Street by aerial ladder.
14) Should the Raue Center be used for the award ceremony, the occupancy limit cannot be exceeded during the award ceremony and must maintain compliance with the Governor's Restore Illinois Plan.
15) This event will require one supervisor and nine officers and a minimum of five volunteers to direct traffic and race participants throughout City streets. If no volunteers are willing and/or able to participate, the additional locations will need to be covered by officers. Volunteers must wear traffic safety vests, and have the ability to communicate via radio or cellular telephone with organizers and police in the event of an emergency. Please contact the Police Department by November 1, 2020 to determine/arrange for Police Officers for traffic control, lead vehicle, etc. Unless waived by the Council, the applicant shall be responsible for paying for the officers.
16) Ensure that the lead and follow vehicles do not block traffic. The lead vehicle and trail car are required to be police squads to ensure the safety of the participants.
17) All trash must be picked up along the race route, as well as in the downtown area.
18) The use of the downtown lighting system to provide electrical power for the sound system is prohibited.
19) A temporary sign permit must be obtained from the Building Division for any signage/banners.
20) No smoking, as well as cooking or open flames, is permitted under the canopies/tents.

*Fee Waivers*

Since this is a fundraiser for the Kiwanis, they are requesting that the Special Event application fee of $50 be waived. Also, the Santa Run will require staffing officers and supervisors. The estimated cost of Police personnel for the event is approximately $1,770.24. In previous years, the City Council waived all of the fees (application and Police chargeback).

The applicant has been made aware of these recommended conditions and advised to attend the August 4, 2020 City Council meeting to answer any questions.

## Votes Required to Pass:

Simple majority vote.

**Agenda Item No: 9c**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Iglesia Oasis Church Special Event Permit request to allow tent service at Hope Church 451 Ackman Road

**City Council Discretion:** City Council's discretion:
A. Motion to approve the Special Event for the tent worship services to be held on Sundays through August 30, 2020 at 451 Ackman Road pursuant to the recommended conditions listed below; or
B. Motion to deny the applicant's request.

**Staff Contact:** Michelle Rentzsch, Director of Community Development
Laurrie Fitzgerald, Support Services Coordinator

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## Background:

Due to the recent COVID-19 pandemic, the Iglesia Oasis Church, located within Hope Church at 451 Ackman Road, is requesting approval of the use of a tent for outdoor worship services.

The City Code provides that special events, such as carnivals, festivals, parades, open-air gatherings, religious tent meetings or any other similar event require City approval. Prior to the City Code amendment in 2017, religious tent services would have obtained a Temporary Use Permit. The City Council has previously approved religious tent services for St. Thomas the Apostle Catholic Church, Hope Evangelical Church, and the Evangelical Free Church of Crystal Lake.

## Request:

The applicant is proposing to hold worship services in a tent in the yard abutting Randall Road. The tent would be in use on Sundays from 11 a.m. to 3 p.m.

The proposed tent is 20 feet by 40 feet. Music and speakers would be used during the services. The church would conduct outdoor tent services until August 30, 2020 or until the Governor allows for a full restoration of church services.

The proposed request has been reviewed by the Fire Rescue Department and Police Department. The Police Department has no concerns with the request and the Fire Rescue Department will verify proper code requirements are met for the commercial tent.

If the request is approved, the following conditions are recommended:

1) Provide full detail plans. Provide occupant load, seating layout, type of seating, show aisles and width dimensions (minimum width of 44 inches), exit locations and exit dimensions, detailed electric power and lighting, exit sign locations, emergency lights, fire extinguisher locations, and anchor methods.

2) Provide full details on how the tent will be anchored and rating of anchoring system.

3) The maximum use period shall not exceed 180 days within a 12-month period.

4) The tent shall be flame retardant certified with an affixed label and affidavit from the manufacturer.

5) The tent to include support ropes/guide lines shall not be located within 20 feet of any building, lot line, parked vehicles, or internal combustion engines.

6) All electrical equipment shall be listed/labeled for outdoor use and usage shall comply with NFPA 70, Section 3106.6.1 through 3106.6.3.

7) A weather monitoring person is required during the event and an emergency plan shall be in place in the event of severe weather.

8) This approval is contingent upon the outdoor religious services maintaining compliance with the Governor's Restore Illinois Plan.

The applicant has been made aware of these recommended conditions and advised to attend the August 4, 2020 City Council meeting to answer any questions.

**Votes Required to Pass:** Simple majority vote.

**Agenda Item No: 9d**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Ordinance Approving Policy of the City of Crystal Lake Relating to Sexual Harassment

**Staff Recommendation:** Motion to adopt an Ordinance Approving Policy of the City of Crystal Lake Relating to Sexual Harassment

**Staff Contact:** Julie Meyer, Director of Human Resources

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## Background:

The City of Crystal Lake has had a Sexual Harassment Prevention Administrative Directive in place for many years. Per recently approved Public Act 101-0221, each governmental unit is required to adopt an Ordinance or Resolution amending its sexual harassment policy to include a mechanism for reporting and independent review of allegations of sexual harassment made by or against an elected or appointed official of the governmental unit. In addition to the required policy change, the law amends the Illinois Human Rights Act, which mandates that all Illinois employers, including municipalities, provide sexual harassment training to all employees and elected and appointed officials annually.

Also attached is an Ordinance that confirms the updated Sexual Harassment Prevention Administrative Directive reflecting the statutorily required revisions and establishes a formal policy for elected and appointed officials. The City has worked with its legal counsel to review the Ordinance and harassment policies to ensure that they comply with State law.

The initial training must be performed by City Council members prior to December 31, 2020. Following this, all training must be completed annually. The Director of Human Resources is researching an on-line training resource that will meet this requirement. ***City staff will send this on-line training class to each City Councilmember annually with instructions regarding the necessary documentation.***

**Votes Required to Pass:** Simple majority

DRAFT

Ord. No.
File No.

**CITY OF CRYSTAL LAKE**

**AN ORDINANCE APPROVING POLICY OF THE CITY OF CRYSTAL LAKE RELATING TO SEXUAL HARASSMENT**

**WHEREAS,** the City of Crystal Lake (the "***City***") has established a policy directive addressing allegations of sexual harassment relating to employees, and the City Manager has updated the policy directive to comply with P.A. 101-0221 (the "***Directive***"); and

**WHEREAS,** in accordance with P.A. 101-0221, the City Council desires to confirm the Directive and formally establish a similar policy relating to City officials ("***Policy***");

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, as follows:

Section 1. To comply with P.A. 101-0221, the Directive is hereby confirmed as set forth in **Exhibit A** attached hereto.

Section 2. To comply with P.A. 101-0221, the Policy is hereby approved as set forth in **Exhibit B** attached hereto.

Section 3. The Directive and Policy hereby comprise the "Policy Prohibiting Sexual Harassment" for the City of Crystal Lake

Section 4. This ordinance shall be in full force and effect upon its passage, approval, and publication in the manner provided by law.

DATED at Crystal Lake, Illinois, this 4th day of August, 2020.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Acting Mayor

SEAL

DRAFT

ATTEST

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CITY CLERK

PASSED: August 4, 2020
APPROVED: August 4, 2020

**Agenda Item No: 9e**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Class 16 Temporary Liquor License Requests – Crystal Lake Park District 2020 Summer/Fall Events – Rescheduled Dates

**Staff Recommendation:** Motion to approve the issuance of seven (7) Class 16 Temporary Liquor Licenses to the Crystal Lake Park District for the Park District's rescheduled 2020 Summer/Fall events.

**Staff Contact:** Eric Helm, Deputy City Manager

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**Background:**
The City has received a request from the Crystal Lake Park District for the issuance of Temporary Liquor Licenses in order to serve beer and wine at rescheduled Park District 2020 Summer/Fall events. Eleven dates previously approved by the City Council were cancelled due to COVID-19, and the Park District is requesting seven (7) Class 16 Temporary Liquor Licenses for the rescheduled events.

The rescheduled 2020 Summer/Fall events include softball tournaments at Lippold Park on August 13-15, August 19-21, September 4-6, September 16-18, September 30–October 2, October 7-9, and October 16-18. The Crystal Lake Park District has indicated that all the events listed will be in compliance with the Governor's Restore Illinois Plan.

Section 329-5-P of the City Code – Class 16 Temporary Liquor License authorizes the retail sale of beer and wine for consumption upon the premises specified in the license where sold for a period not to exceed three (3) days for special events sponsored by a not-for-profit organization.

The Park District has submitted the required application forms, certificates of insurance and fees for the seven (7) Class 16 Temporary Liquor Licenses.

**Votes Required to Pass:**
Simple majority

**Agenda Item No: 10**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** COUNTY ZONING REQUEST
William and April Wroga
8307 Castleberry Drive

**Recommendation:** City Council's discretion.

a) Motion to object to the proposed 9-foot side yard setback and 10-foot rear yard setback for an addition, a variation of 11 feet and 20 feet, respectively, 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

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## 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 1.89 acres and is zoned "E-2" Estate District with a conditional use. Currently, the property is improved with a single-family house.

## Request:

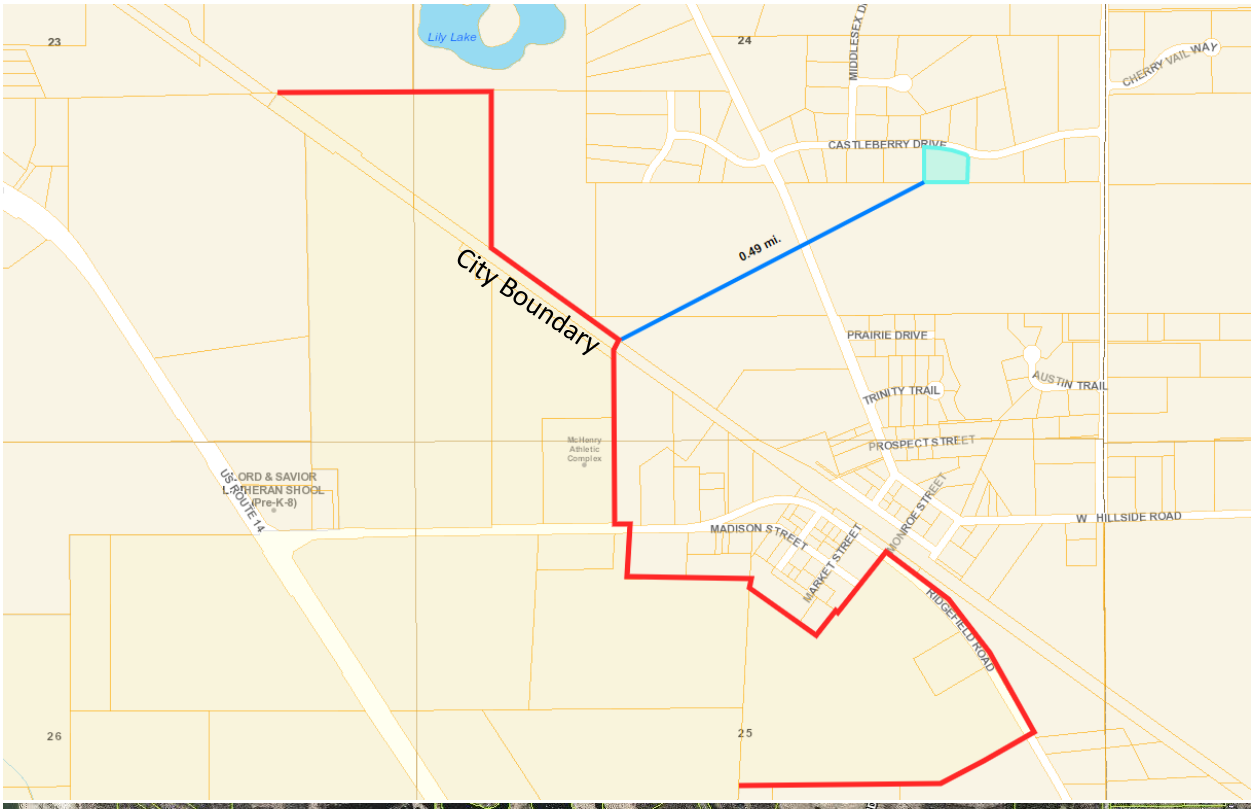
- The petitioner is proposing an addition of a two-car garage and workshop. The structure would be connected to the principal structure with a breezeway and therefore has to comply with principal structure setback requirements per the County's ordinance.
- The petitioner is requesting a setback variation from the 20-foot side yard setback and the 30-foot rear yard setback to allow the addition. The proposed side yard setback is 9 feet and the proposed rear yard setback is 10 feet.
- The property is within the Crystal Lake Watershed. The west half of the subject property is the stormwater detention for the neighboring properties. The total impervious surface area for the property would be approximately 11% with the addition.

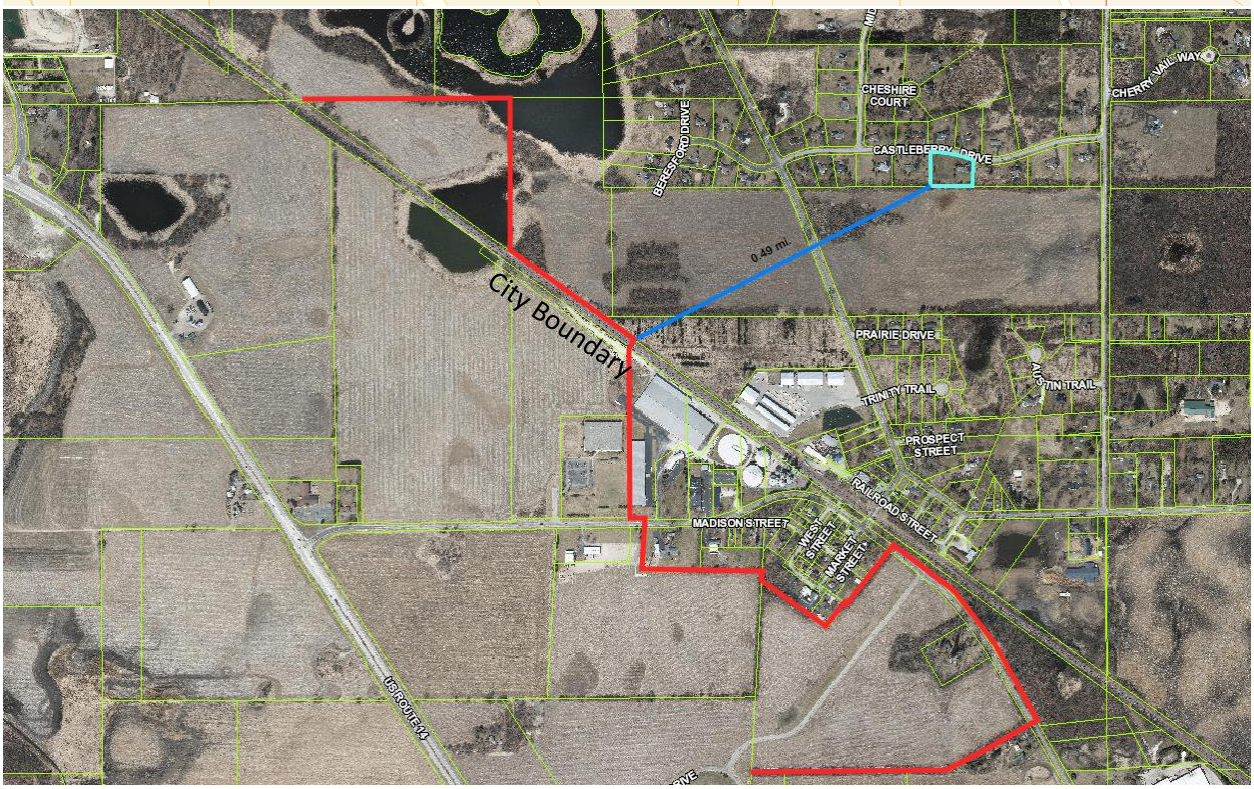



- Staff does not have any concerns with this request. The McHenry County Stormwater Ordinance has language included in it from the Crystal Lake Watershed Ordinance. The property would need to comply with the County's Stormwater Ordinance requirements.

**Votes Required to Pass:** A simple majority.

COUNTY ZONING REQUEST – 8307 CASTLEBERRY DR. PIQ



**Agenda Item No: 11**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** City Code Amendment to Increase the Number of Class 25 Liquor Licenses – Applicant: Leech-Bezik LLC, dba Jude's, located at 19 N. Williams Street.

**Staff Recommendation:** Motion to adopt an Ordinance increasing the number of Class 25 liquor licenses from the currently permitted 5 licenses to 6 licenses, in order to allow for the issuance of a new Class 25 liquor license to Leech-Bezik LLC, dba Jude's, located at 19 N. Williams Street.

**Staff Contact:** Eric T. Helm, Deputy City Manager
Melanie Nebel, Executive Assistant

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**Background:**
Leech-Bezik LLC, dba Jude's, located at 19 N. Williams Street, has requested a new Class 25 Liquor License. This is a new business featuring small plates and cocktails.

The applicant has submitted an application and required paperwork. There are no zoning issues with the request.

The City Code authorizes the retail sale 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 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday; 7:00 a.m. and 2:00 a.m. Friday and Saturday; and 7:00 a.m. on Sunday and 1:00 a.m. on Monday. A Class A Type restaurant may be located on the premises.

The annual fee for such a license shall be the sum of $1,350.

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

- Certificate of Occupancy
- Payment of Pro-Rated License Fee

There are currently five establishments holding Class 25 liquor licenses.

| Name | Address | Zoning |
|---|---|---|
| Williams Street Tap | 80 N. Williams Street | "B 4" |
| Garfield's Beverage Depot | 305 Virginia Street | "B-2" |
| Coleman's | 7608 Virginia Road | "B-2" |
| Binny's Beverage Depot | 5380 Northwest Hwy | "B-2 PUD" |
| Café Olympic | 90 N. Williams Street | "B-4" |

The attached Ordinance approves an increase in the number of Class liquor licenses in order to allow the owner, Leech-Bezik LLC, dba Jude's, located at 19 N. Williams Street., to sell alcohol at the establishment.

**Votes Required to Pass:**
Simple majority

DRAFT

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 ACTING 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 25 License shall be increased from 5 to 6.

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 4th day of August, 2020.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Acting Mayor

SEAL

ATTEST

_____
CITY CLERK

PASSED: August 4, 2020
APPROVED: August 4, 2020

**Agenda Item No: 12**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** REPORT OF THE PLANNING & ZONING COMMISSION

**Request:** Variation from Article 3-200 to allow an 18-foot yard abutting a street setback, a variation of 12 feet for a shed.

**Petitioner:** Ariana Bello, petitioner
1425 Gilbert Avenue

**PZC Recommendation:** To approve the PZC recommendation and adopt an Ordinance granting the variation to allow an 18-foot yard abutting a street setback for a shed at 1425 Gilbert Avenue.

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

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## Background:

- Existing Use: The subject property is a single-family home.
- UDO Requirements: Accessory structures are required meet the front yard and yard abutting a street setback requirements. The required setback is 30 feet. Also, there is a required rear yard setback of 5 feet for detached accessory structures, which the proposed shed is meeting.

## Request:

- The subject property is unique in that it has three frontages. The Charlotte Avenue property line is considered the front yard and the Gilbert Avenue and Briarwood Road property lines are considered yards abutting a street. For situations where a block of homes has double sided frontages, the front yard is determined by looking at the block as a whole, and the majority of the homes that face in one direction determines the front yard.

- The petitioner is requesting a variation from the yard abutting a street setback requirement to allow a shed to have a setback of 18 feet.

- The parkway is approximately 26 feet wide along Briarwood. The shed would be located approximately 44 feet from the edge of the pavement of Briarwood Road.

- The shed would meet the five-foot rear yard setback requirement for accessory structures, but requires the variation for the yard abutting a street setback.

**PZC Highlights:**

- The PZC agreed with the petitioner that the three frontages created a hardship.
- The PZC stated the Findings of Fact had been met.

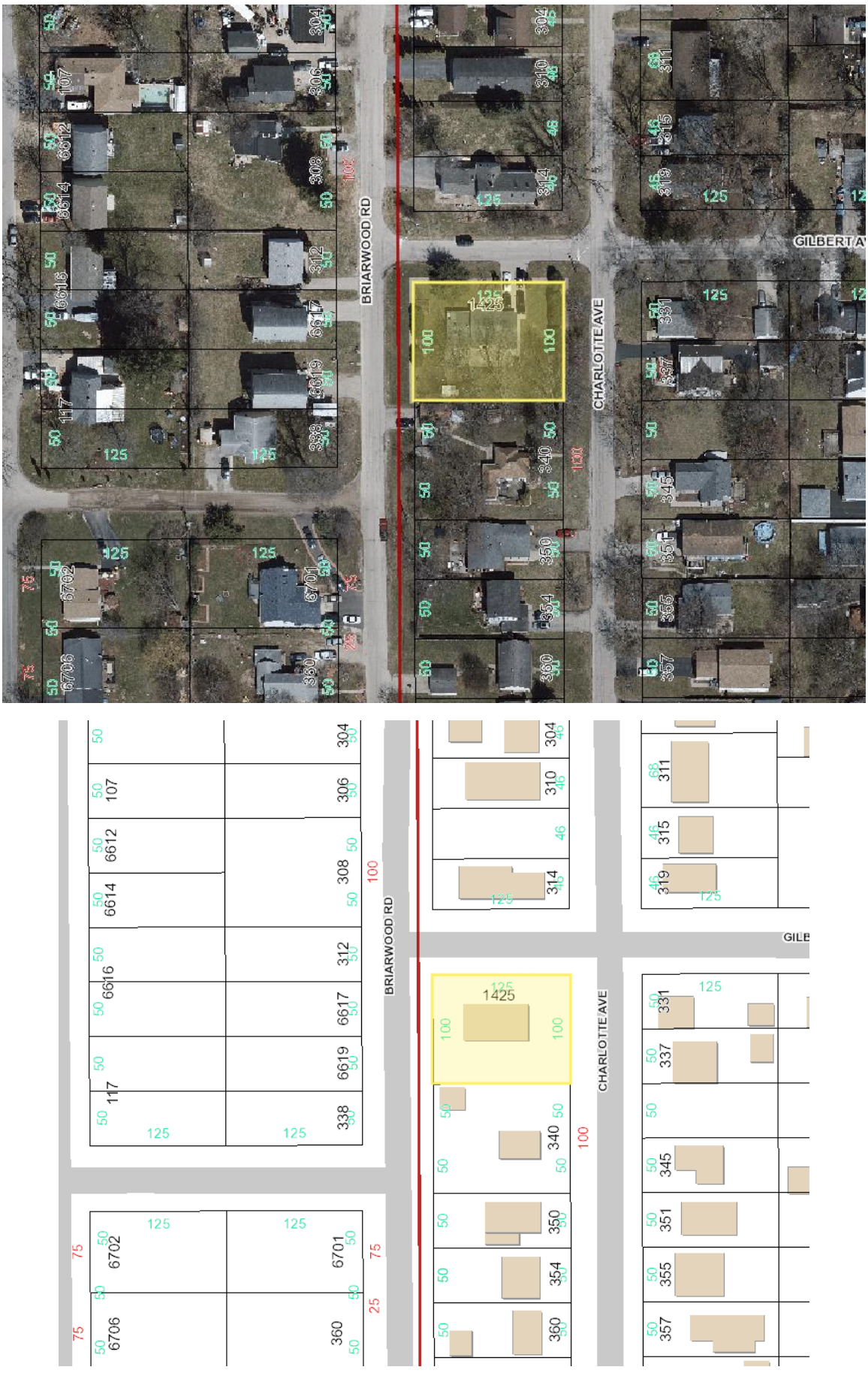
The PZC recommended **approval (7-0)** of the petitioner's request with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Bello, received 06/23/2020)
   B. Plan (Bello, received 06/23/2020)

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

**Votes Required to Pass:** A simple majority.

PIQ MAP – 1425 GILBERT AVE – VARIATION REQUEST



DRAFT

Ord. No.
File No.

**The City of Crystal Lake Illinois**

**AN ORDINANCE GRANTING A SIMPLIFIED RESIDENTIAL VARIATION AT 1425 GILBERT AVENUE**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2020-00110) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Variation from Article 3-200 to allow a shed to be located at an 18-foot yard abutting street setback, a variation of 12 feet at 1425 Gilbert Avenue; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 26, 2020 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 15, 2020 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Fence Variation; and

WHEREAS, on July 15, 2020, 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 Variation be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2020-00110, dated as of July 16, 2020; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variation 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 Variation from Article 3-200 to allow a shed to be located at an 18-foot yard abutting street setback, a variation of 12 feet be granted for the property commonly known as 1425 Gilbert Avenue (18-01-305-001), Crystal Lake, Illinois.

Section II: Said Variation is issued 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 (Bello, received 06/23/2020)
   B. Plan (Bello, received 06/23/2020)

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

Section III: That the City Clerk be and is hereby directed that all pertinent records of the City of Crystal Lake to show the issuance of a Variation in accordance with the provisions of this Ordinance, as provided by law.

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

DATED at Crystal Lake, Illinois, this 4th day of August, 2020.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Acting Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: August 4, 2020
Approved: August 4, 2020

**Agenda Item No: 13**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** REPORT OF THE PLANNING & ZONING COMMISSION

**Request:** Variation from the maximum fence height to allow a 12-foot high fence, a variation of 4 feet in height.

**Petitioner:** David Cook, ComEd, petitioner
410 Knaack Boulevard

**PZC Recommendation:** Motion to approve the PZC recommendation and adopt an Ordinance granting the height variation for the proposed fence at 410 Knaack Boulevard.

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

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## Background

- The site is the Commonwealth Edison Sub-Station. There is an existing 7-foot fence around the station, which is considered inadequate to prevent trespassers and vandals.
- ComEd's new safety protocols dictate a 12-foot anti-climb fence with cameras. The maximum height of a fence permitted in the M zoning district is 8 feet. This would be a variation of 4 feet.

## Request

- Variation from Article 4 Fences, Walls & Screening from the maximum fence height to allow a 12-foot fence.

## PZC Highlights

- The PZC found that the site and use were unique and the project met the Findings of Fact.
- The PZC confirmed the need to keep the infrastructure safe.

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

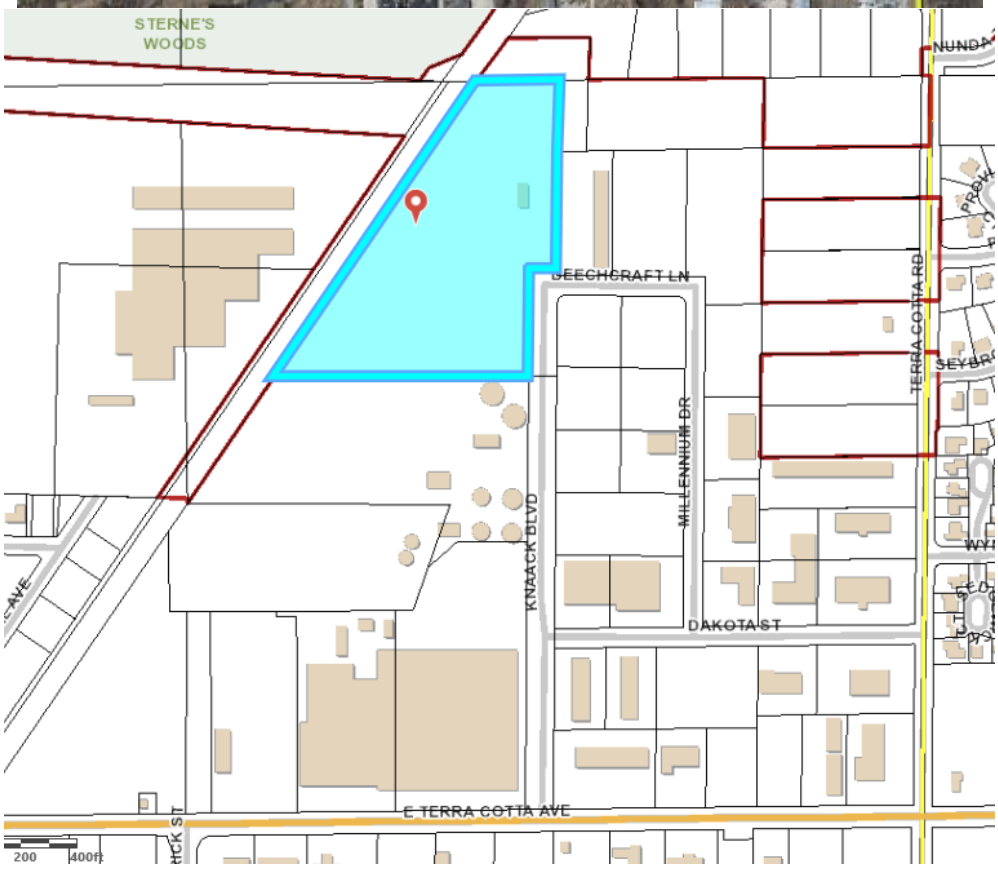
1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Site Plan (Burns McDonnell, dated 04/17/20, received 06/25/20)
   B. Fence Detail (Guardiar, dated 04/06/20, received 06/25/20)

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

**Votes Required to Pass:** A simple majority vote

Commonwealth Edison Fence Variation
410 Knaack Boulevard



DRAFT

Ord. No.
File No.

**The City of Crystal Lake Illinois**

**AN ORDINANCE GRANTING A VARIATION TO ALLOW A 12-FOOT FENCE FOR THE COM ED SUBSTATION AT 410 KNAACK BOULEVARD**

WHEREAS, pursuant to the terms of a Petition (File #PLN-2020-112) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested a Variation from the maximum height of a fence to allow 11 feet with 1-foot of barb wire on top totaling 12 feet in height at the Commonwealth Edison Sub-Station at 410 Knaack Boulevard; and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on June 30, 2020 in the Northwest Herald, held a public hearing at 7:30 p.m., on July 15, 2020 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Fence Variation; and

WHEREAS, on July 15, 2020, 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 Fence Variation be approved, all as more specifically set forth in that certain Report of the Planning and Zoning Commission in Case #PLN-2020-112, dated as of July 16, 2020; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Fence Variation 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 Variation to allow a 12-foot high fence be granted for the property commonly known as 410 Knaack Boulevard (14-32-202-005), Crystal Lake, Illinois.

Section II: Said Variation is issued 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. Site Plan (Burns McDonnell, dated 04/17/20, received 06/25/20)
   B. Fence Detail (Guardiar, dated 04/06/20, received 06/25/20)

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 that all pertinent records of the City of Crystal Lake to show the issuance of a Variation in accordance with the provisions of this Ordinance, as provided by law.

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

DATED at Crystal Lake, Illinois, this 4th day of August, 2020.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Acting Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: August 4, 2020
Approved: August 4, 2020

**Agenda Item No: 14**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Purchase of Replacement Taser Equipment

**Council Discretion:** Motion to adopt a Resolution approving and authorizing the City Manager to execute a sole source agreement with Axon Enterprises Inc. for the purchase of nineteen (19) replacement Tasers in the submitted proposal amount.

**Staff Contact:** James Black, Chief of Police

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## Background:

The City of Crystal Lake Police Department utilizes several less lethal options to help officers respond to physically violent and resistant subjects. Crystal Lake police officers have been equipped with Tasers manufactured by Axon Enterprises since 2008. Tasers disrupt voluntary control of muscles, causing "neuromuscular incapacitation," thus reducing the potential risk of injury to an offender. The effects of a Taser device cause only localized pain or strong involuntary long muscle contractions, based on the mode of use and connectivity of the device.

## Evaluation:

The Police Department currently owns 55 Tasers for use by Police Department staff. Each Taser has a 5-year warranty and therefore, each unit should be replaced after five years. Due to the significant cost of replacing all of the units at one time, the Police Department has spread out the replacement costs of Tasers over a 3-year budget cycle. This purchase is the first of a three-year planned cycle for replacement of the Department's current Axon Enterprise Tasers. This purchase will replace 19 Axon Tasers purchased in 2014, which are currently out of warranty. Based on the product warranty, the Police Department has always planned a 5-year replacement cycle for this equipment. This expenditure has been approved in the Police Department capital budget by the City Council for Fiscal Year 2020/2021.

Axon Enterprise Incorporated is the only manufacturer of this type of equipment and has been designated as a sole source vendor for the City of Crystal Lake. There was a company that manufactured a product similar to the Taser, however, that company filed for bankruptcy in January 2020.

## Recommendation:

Staff recommends the purchase of nineteen (19) X26P Tasers and equipment from Axon Enterprises Incorporated to replace current X26P units at a total cost of $29,494.25.

## Votes Required to Pass:

Simple majority vote of the City Council.

DRAFT

Res. 20R-__

# RESOLUTION

BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a sole source purchase agreement between the CITY OF CRYSTAL LAKE and Axon Enterprise Incorporated for Taser and Taser equipment in the submitted proposal amounts.

DATED this 4th day of August, 2020.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: August 4, 2020
APPROVED: August 4, 2020

**Agenda Item No: 15**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** 2020 Pavement Marking Program

**Staff Recommendation:**

1). Motion to adopt a Resolution authorizing the City's participation in the 2020 McHenry County Division of Transportation Joint Purchasing Program for contracted pavement markings.

2). Motion authorizing the City Manager to execute a contract with Superior Road Striping, Inc. for thermoplastic pavement markings; and

3). Motion authorizing the City Manager to execute a contract with Precision Pavement Markings, Inc. for hot spray thermoplastic pavement markings.

**Staff Contact:** Michael Magnuson, P.E., Director of Public Works and Engineering

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**Background:**

During the past several years, agencies in McHenry County have been conducting joint bidding of services. The County's bidding process meets the City's competitive bidding requirements and allows the City to take advantage of economies of scale. The City utilized the McHenry County Division of Transportation joint bid for pavement markings in 2018 and 2019.

Earlier this year, the County once again conducted a joint bid for pavement markings. This year the McHenry County Division of Transportation, the Village of Algonquin, Village of Cary, City of McHenry, Algonquin Township and the City of Crystal Lake participated in the joint bid. The low bidder (see attached bid results) for thermoplastic pavement markings is Superior Road Striping, Inc. This type of pavement marking is best used for intersections (crosswalks, turn arrows, stop bars, medians, etc.) and staff anticipates using approximately $58,000 on this method. The City has used Superior Road Striping, Inc. previously with satisfactory results.

In addition, this joint bid allowed bidders to provide pricing for hot spray thermoplastic pavement marking. This option is a newer method and was used by the City last year with successful results.

This type of pavement marking is best used for long stretches of roadway (long lines) and staff anticipates spending approximately $17,000 on this method.

**Recommendation:**

Staff is requesting authorization to participate in the McHenry County's joint purchase for pavement markings and to expend a not-to-exceed amount of $75,000 for pavement marking services. In addition, staff requests to enter into a contract with Superior Road Striping, Inc. for thermoplastic pavement markings and with Precision Pavement Markings, Inc., for hot spray thermoplastic pavement markings. This project is included in the Fiscal Year 2020/2021 budget.

**Votes Required to Pass:**

Simple majority vote

DRAFT

# RESOLUTION

BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to:

Participate in the 2020 McHenry County Division of Transportation Joint Purchasing Program for pavement markings; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a contract with Superior Road Striping, Inc. for thermoplastic pavement marking in the amounts bid; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a contract with Precision Pavement Markings, Inc. for hot spray method thermoplastic pavement marking in the amounts bid; and

BE IT FURTHER RESOLVED that the combined total expenditure for both contracts shall not exceed seventy five thousand dollars ($75,000).

DATED this 4th day of August, 2020.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation,

By: _____
Haig Haleblian, ACTING MAYOR

DRAFT

SEAL

ATTEST

_____

CITY CLERK

PASSED: August 4, 2020
APPROVED: August 4, 2020

**Agenda Item No: 16**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Future Annexations along Route 176 and Reiland Drive

**Recommendation:** For discussion only.

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

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## Background:

In 2014, as part of the City's Centennial Strategic Plan, a comprehensive annexation of commercially-zoned properties was undertaken. To ensure equity for existing Crystal Lake commercial properties, City staff was tasked with pursuing the annexation of 20 properties that were wholly surrounded by the City's corporate boundaries. In many cases, the City provides services such as Police and Fire Rescue response, street maintenance, plowing and public utilities to these properties, yet they were not within City limits, creating an unfair advantage over the existing Crystal Lake businesses within City limits.

Working with the various property owners, 18 of the 20 properties have been annexed. Four of the properties were involuntarily annexed by the City Council on September 6, 2016, as permitted by State Statute, as the property owners stated they were not agreeable to annexation or in some cases, not responsive. The two remaining properties are the Chicago Title Land Trusts and the Reinhardt/Kirk properties. A map of the properties is included in the packet.

**Chicago Title Land Trusts -** The petitioner worked with staff on the annexation of three parcels that total approximately 3.04 acres, located at 4616 Route 176, 4709 Route 176, and lot 13 on Reiland Drive. The parcels are improved with Whiskey Bungalow tavern, a commercial retail shopping center, auto repair business, outdoor storage, billboard, and a video-message freestanding sign.

**Reinhardt/Kirk -** The property is contiguous with the above property and consists of one parcel that totals approximately 0.28 acres, located at 851 Reiland Drive. The property would be involuntarily annexed after the annexation of the Chicago Title Land Trusts. This property owner is agreeable to the involuntary annexation, as this would render their property as E Estate zoning, a more desirable zoning district for them as they use this property as a single family residence.

In working with the petitioner of the Chicago Title Land Trusts properties to move forward with the annexation, the following aspects of the business have been discussed and additional direction from the City Council is desirable.

1. **Video gaming:**
    a. City Ordinance allows three machines. Whiskey Bungalow has six machines as permitted by McHenry County and the State of Illinois. Whiskey Business is requesting, via an annexation agreement, to be allowed the six machines to remain.
    b. The video gaming machines are currently not screened within the establishment and the petitioner said a barrier is not physically feasible. Looking at interior photos of the establishment, it appears there is some room to provide limited screening. It is recommended that the petitioner work with staff to determine if screening can be installed.
    c. The property owner agrees to all the other Video Gaming Ordinance requirements (no outdoor advertisement and monitoring the machines).
2. **Liquor License:** The petitioner would request a liquor license be created for Whiskey Bungalow's current hours of operation (6am to 2am daily). This requires a new liquor license classification, as the City's existing classes do not allow for these hours of operation. The earliest opening currently allowed is 7:00am.
3. **Billboard:** The current lease for the billboard is set to expire on February 7, 2022. The petitioner is requesting to be permitted to extend the lease for an additional 10 years. After the 10-year extension, the billboard would be removed.

The City has gone to great lengths to ensure that no new billboards get built on County 'islands' that are within Crystal Lake's boundary. Our ultimate protection is to annex the County parcels thereby eliminating this potential undesirable outcome.

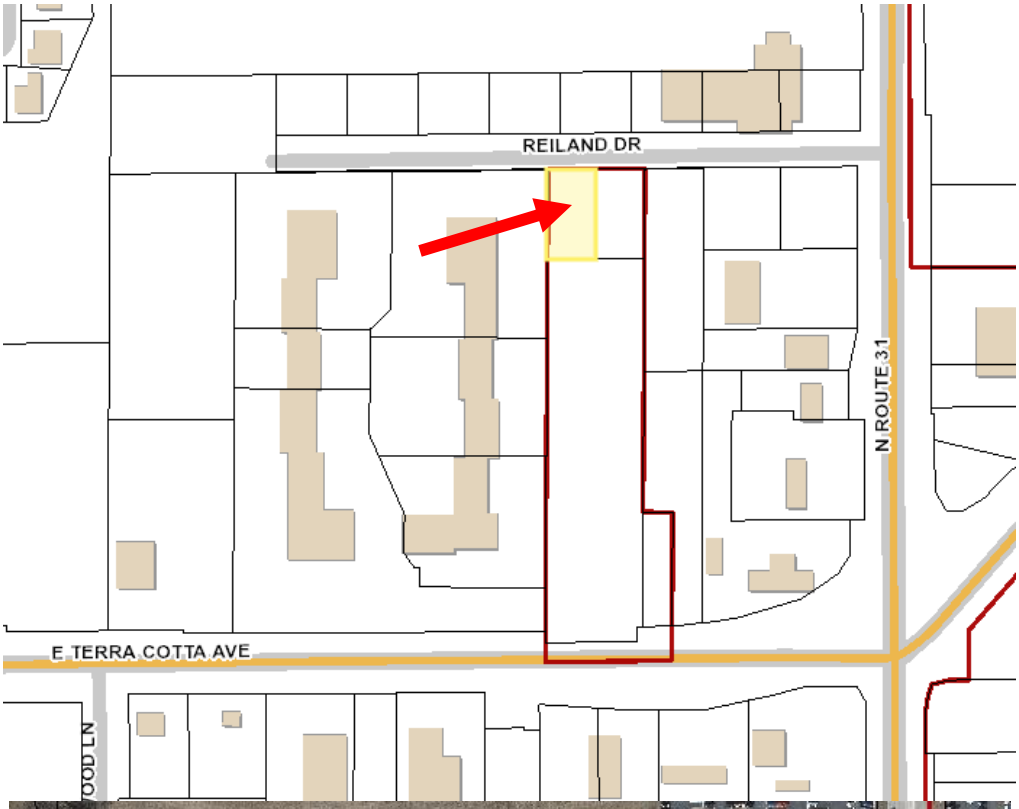
## Discussion Points:

1) The existing business has six machines as permitted by McHenry County. Would the City Council support licensing up to six machines for annexed businesses with existing gaming machines, working with staff to provide screening, as practical?

2) Would a new liquor license classification for the existing hours (6am to 2am) for the business be acceptable?

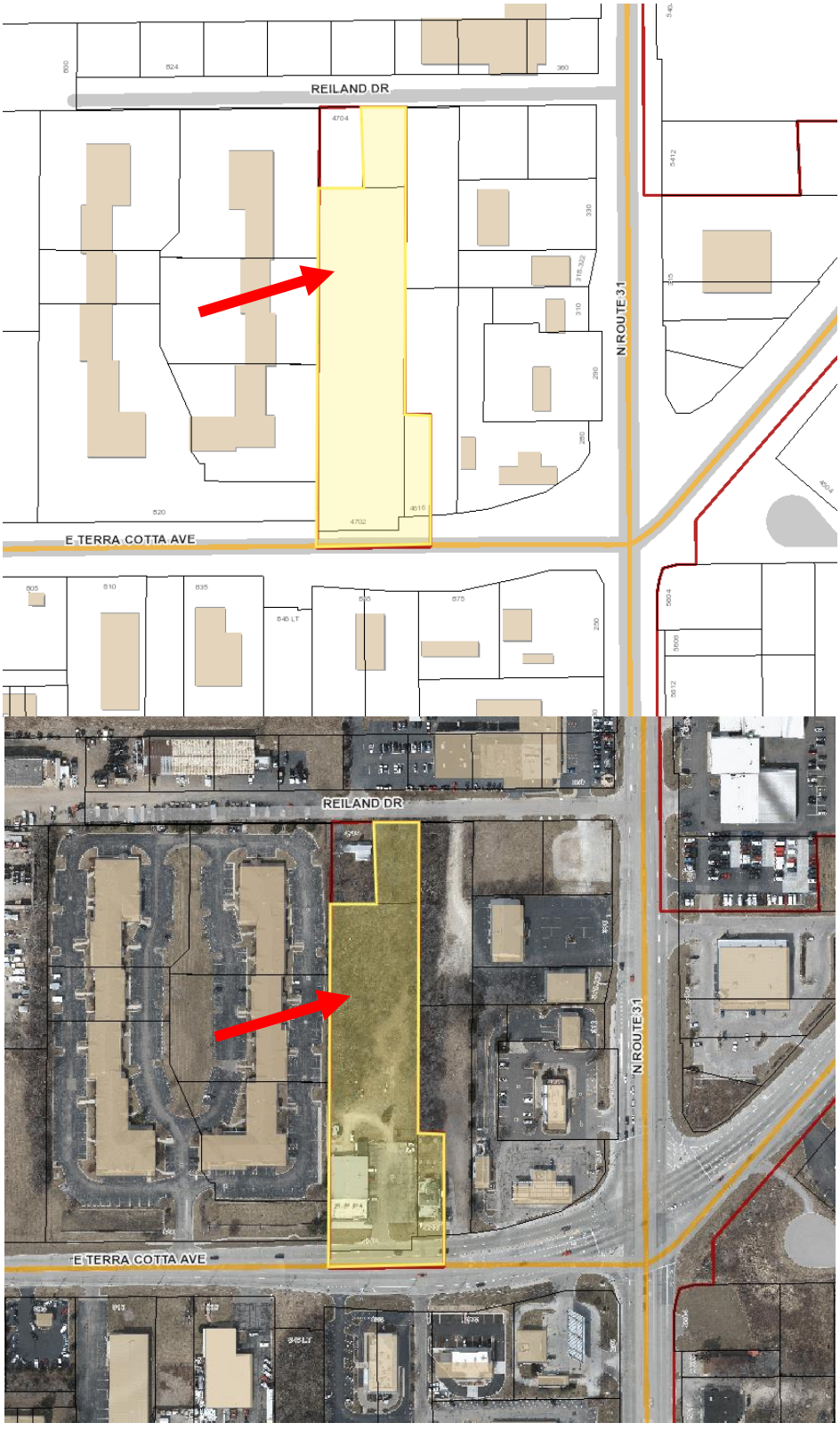
3) Comparable to what was approved for the mini-storage business and billboard at the terminus of Cog Circle, which allowed the billboard to remain for the remainder of the lease, would the additional 10 years for the billboard be acceptable for an annexed property?

REINHARDT/KIRK 5417 S. Route 31 – PIQ






CHICAGO TITLE LAND TRUSTS, 4616 Route 176, 4709 Route 176, lot 13 Reiland Dr – PIQ



**Agenda Item No: 17**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Ambulance Purchases

**Staff Recommendation:** Motion to adopt a Resolution authorizing the City Manager to execute an agreement with Foster Coach Sales, Inc., for the purchase of two (2) Type I 4x4 ambulances, through the Suburban Purchasing Cooperative, in the total amount of $360,704.00, including trade-in, with a 5% contingency for unforeseen circumstances.

**Staff Contact:** Paul DeRaedt, Fire Rescue Chief
Jodie Hartman, Director of Finance
Don Christenson, Fleet & Facility Superintendent

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## Background

The Crystal Lake Fire Rescue Department has a fleet of 6 ambulances. Of these, four ambulances are considered primary front line units and two are reserve units that are used to back-up the four primary units. Of the six ambulances, four have a pickup style chassis with a 4x4 powertrain (called Type I), and two have a van style chassis with a 4x2 powertrain (called Type III). In this agenda supplement, City staff recommends the purchase of two new Type I ambulances. Following the purchase of these two new vehicles, they will be placed into front line service, with two existing front line units moved to reserve status.

Type I ambulances are recommended for purchase since they are more effective than Type III ambulances in inclement weather. This is especially true when they are responding to emergency medical services (EMS) calls prior to roads being plowed during snow events. Due to this fact, it is staff's recommendation that all future ambulance purchases continue to be Type I vehicles. The Type I ambulance performance in inclement weather justifies the approximately $21,500.00 cost differential when compared with Type III ambulances.

## Ambulance Replacement Cycle

A reliable fleet of apparatus designed to fulfill the mission of the Fire Rescue Department is key to providing consistent service delivery at an affordable cost. Sixty-seven percent of the Fire Rescue service delivery involves emergency medical care. Maintaining a functional, safe, and reliable ambulance fleet is especially important for the Crystal Lake Fire Rescue Department because of its call volumes. Over the past few decades, fire rescue departments throughout the country have found that their call volumes have become dominated by emergency medical services (EMS) calls as opposed to actual fire calls. In calendar year 2019, the Fire Rescue Department responded to 6,799 calls for service of which 4,566 were EMS related and 22 were structure fire related. Proper life cycle replacement of ambulances will continue to provide for a safe, reliable and functional ambulance fleet at an economical cost so that the Fire Rescue Department can continue to effectively respond to EMS calls.

Ambulances are kept in the City's fleet for generally 4-5 years. During this time the vehicle will spend 3-4 years in front line service and 1-2 years in reserve service. The reserve units are eventually cycled out of the City fleet based on a lifecycle analysis. This lifecycle analysis focuses on vehicle age, repair cost and mileage to determine when the ownership of the vehicle is no longer financially feasible. Lifecycle costing analysis considers the point in the vehicle's life when the sum of all ownership and operating costs necessitate replacement. Using the lifecycle analysis, the vehicles depicted in the below table will leave the City fleet.

| *Lifecycle Analysis Criteria* | Reserve Ambulance 350 | Reserve Ambulance 355 |
|---|---|---|
| Vehicle Age at Time of Replacement | 6 years | 5 years |
| Mileage | 78,321 | 88,189 |
| Life-to-Date Maintenance Costs | $65,383 | $47,053 |

Based on this analysis, City staff recommends that reserve ambulance 350 and 355 be traded in. The trade in value will then be used to offset the purchase price of the two new vehicles recommended in this agenda supplement. The trade in value is shown in the table on page 3.

**Suburban Purchasing Cooperative**

For many years, the City has been using the Suburban Purchasing Cooperative (SPC) Program for the purchase of vehicles. The SPC is organized by the Northwest Municipal Conference, which is an intergovernmental organization that leverages the buying power of many Chicago area communities to receive advantageous bid pricing. As members of the SPC, the City is able to take advantage of the cooperative members' leveraged contract. This program allows members to combine purchasing power, which enables significant cost reductions.

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

In 2019, the City realized cost savings of approximately $12,000 when two ambulances were purchased after re-designing certain features such as lighting, engine type, and paint scheme. The cost savings resulted from switching the vehicles from diesel to gas and changing the paint scheme from two colors to one color. The design of the proposed ambulances for 2020 mirror those of the ones purchased in 2019.

Foster Coach Sales, Inc. has offered trade-in allowances that are similar to the allowances offered in 2019 to the City. The trade-in allowance for the current 2016 Ford E450 ambulance is $35,500.00 and current 2015 Ford F450 ambulance is $32,500.00. The total cost of the two (2) new Type I 4x4 ambulances, with trade-in and pre-payment discount, is $360,704.00. Below is a breakdown of these costs.

| | Foster Coach Sales, Inc. |
|---|---|
| **Ambulance 1** | |
| Model | 2020 Ford F550 (Gas) |
| Ambulance Type | Type I, 4x4 |
| Module Brand | Horton |
| Ambulance Cost | $216,801 |
| Trade-In | ($35,500) |
| Performance Bond | $758 |
| Pre-payment Discount | ($3,207) |
| Total | $178,852 |
| **Ambulance 2** | |
| Model | 2020 Ford F550 (Gas) |
| Ambulance Type | Type I, 4x4 |
| Module Brand | Horton |
| Ambulance Cost | $216,801 |
| Trade-In | ($32,500) |
| Performance Bond | $758 |
| Pre-payment Discount | ($3,207) |
| Total | $181,852 |
| | |
| **Ambulance 1 and 2 Total** | **$360,704** |

## Recommendation

It is staff's recommendation to authorize the City Manager to execute an agreement with Foster Coach Sales, Inc., for the purchase of two (2) Type I 4x4 ambulances, through the Suburban Purchasing Cooperative, in the total amount of $360,704.00, including trade-in and pre-payment discount, with a 5% contingency for unforeseen circumstances.

## Votes Required to Pass

Simple majority

DRAFT

# RESOLUTION

BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute an agreement with Foster Coach Sales, Inc., for the purchase of two (2) Type I 4x4 ambulances, through the Suburban Purchasing Cooperative in the total amount of $360,704.00, including trade-in, with a 5% contingency for unforeseen circumstances.

DATED this 4th day of August, 2020.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: August 4, 2020
APPROVED: August 4, 2020

**Agenda Item No: 18**

# City Council
# Agenda Supplement

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**Meeting Date:** August 4, 2020

**Item:** Ambulance Power Load System Purchase

**Staff Recommendation:** Motion to adopt a Resolution waiving bidding requirements and authorizing the City Manager to execute an agreement with Stryker Corporation for the purchase of two (2) Stryker Power Load systems through the Intergovernmental Risk Management Agency's negotiated contract pricing, in the total amount of $47,666.70, with a 5% contingency for unforeseen circumstances.

**Staff Contact:** Paul DeRaedt, Fire Rescue Chief
Jodie Hartman, Director of Finance
Don Christenson, Fleet & Facility Superintendent

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## Stryker Power Load System

In 2019, the Fire Rescue Department purchased two lift systems for two new ambulances. It is proposed that the City continue to support this initiative where all new ambulances have installed a Stryker Power Load system along with the associated patient stretcher. The Stryker Power Load system effectively eliminates situations where personnel would manually lift a loaded or unloaded stretcher.

The Power Load component is installed in the ambulance and automatically supports the loaded or unloaded stretcher while removing it or loading the stretcher into the ambulance. The Power Load system operates in conjunction with the Stryker Power Pro Stretcher and the system charges the battery for the stretcher while it is loaded in the ambulance. The Stryker Power Load system will only work with the Stryker stretchers. Each of the six (6) City ambulances has a Stryker Power Pro Stretcher.

It is not feasible to procure this item through a bid, since there is only one authorized Stryker dealer in our region and the City must use a Stryker power load system with its existing Stryker stretchers. Even though bidding is not an option, the City is receiving the benefit of discounted pricing through the City's insurance carrier, the Intergovernmental Risk Management Agency (IRMA). Since the power cots can help reduce injuries, IRMA has negotiated a discount based on bulk purchasing from its members.

The negotiated IRMA price for each Power Load system, including an upgrade kit for the current stretchers is $23,833.35, which is $6,418.06 less than the Stryker MSRP price for the Power Load System of $30,251.41. Since IRMA negotiated the price, and did not bid it outright, the City will have to waive bidding requirements in order to acquire the Stryker Power Load systems at the discounted price. Below is a breakdown of these prices.

| | Stryker Corporation |
|---|---|
| **Ambulance 1** | |
| Power Load System | $22,754.94 |
| Stretcher Upgrade Kit w/ Install. | $1,078.41 |
| Total | $23,833.35 |
| | |
| **Ambulance 2** | |
| Power Load System | $22,754.94 |
| Stretcher Upgrade Kit w/ Install. | $1,078.41 |
| Total | $23,833.35 |
| | |
| **Grand Total** | **$47,666.70** |

Because of the potential for reducing lifting injuries, IRMA also offers its members grant opportunities for the purchase of power stretchers and/or load systems. If awarded, the IRMA grant will reimburse a maximum of $1,500.00 no matter how many systems we purchase.

## Recommendation

It is staff's recommendation to waive bidding requirements and authorize the City Manager to execute an agreement with Stryker Corporation for the purchase of two (2) Stryker Power Load systems, through IRMA's negotiated contract pricing, in the total amount of $47,666.70, with a 5% contingency for unforeseen circumstances. Funds are budgeted for this purchase.

## Votes Required to Pass

Super majority

DRAFT

# RESOLUTION

BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that bidding requirements for two (2) Stryker Power Load systems are hereby waived and that the City Manager is authorized to execute an agreement with Stryker Corporation for the purchase of two (2) Stryker Power Load systems, through IRMA's negotiated contract pricing, in the total amount of $47,666.70, with a 5% contingency for unforeseen circumstances.

DATED this 4th day of August, 2020.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
ACTING MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: August 4, 2020
APPROVED: August 4, 2020