CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
February 16, 2021
7:00 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – February 2, 2021 Regular City Council Meeting**

5. **Accounts Payable**

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

7. **Mayor's Report**

8. **City Council Reports**

9. **Consent Agenda**
   a. **Special Event Request – Smith Therapy Crystal Lake Aquathon, Three Oaks Recreation Area - Sunday, August 1, 2021**
   b. **Special Event Request – Chippewa Girl Scout Service Unit, Three Oaks Recreation Area – Monday, July 19, 2021 through Thursday, July 22, 2021**
   c. **Illinois Department of Transportation (IDOT) Working Permit Resolution – City Utility Work on State Highways**
   d. **Private Activity Bond Volume Cap Reservation**

10. **Bartley Square (Corner of Huntley Road and Bard Road) Final Planned Unit Development (PUD) and Final Plat of Subdivision Extension**

11. **McCormick Park Area Water Main Upgrade Project – Construction Contract Bid Award and Proposal Award for Construction Engineering Services**

12. **Authorization of City Participation in the Chicago Metropolitan Agency for Planning (CMAP) Pavement Management Program**

13. **Council Inquiries and Requests**

14. **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**

15. **Reconvene to Regular Session**

16. **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: 9a

City Council
Agenda Supplement

Meeting Date: February 16, 2021

Item: Special Event Request - Smith Therapy Crystal Lake Aquathon at Three Oaks Recreation Area

Staff Recommendation: Motion authorizing approval of the Crystal Lake Aquathon, to be held on Sunday, August 1, 2021, at Three Oaks Recreation Area, subject to the recommended conditions, including a waiver of parking fees for non-resident volunteers.

Staff Contact: Nick Hammonds, Assistant to the City Manager

Background:
Smith Physical Therapy and Running Academy (Smith PT/RA) is requesting approval to organize the Crystal Lake Aquathon at the Three Oaks Recreation Area on Sunday, August 1, 2021. The event was successfully held from 2017 through 2019. The event was approved in 2020, however, the event was not held last year due to the Covid-19 pandemic. There are no changes to this year's request, and City staff will work closely with the petitioner to help ensure a successful event. Attached to this agenda supplement is a chart outlining previous fee waivers approved by the Council. **All event details remain unchanged from the 2017, 2018 and 2019 events, which were previously approved by the City Council. From 2017 through 2020, the City Council waived the fees for non-resident volunteer parking.**

An aquathon is a continuous, two-stage race involving swimming followed by running. There are two distances: an Olympic Aquathon and a Sprint Aquathon. There will also be a swim only option for a long-distance swim. The swim only option would be to attract those triathletes who are training for an Ironman race (Ironman Wisconsin is held approximately four weeks after the CL Aquathon). The addition of a Kid's Race was added in 2019 with a 250-meter swim and one-mile run for athletes aged 7 – 12 years old. A proposed addition to the 2021 event will be an adaptive swim race of one mile for those athletes with a disability.

The event will begin at approximately 7:00 a.m. and end at approximately 12:00 p.m. Setup at the Three Oaks Recreation Area would begin on the evening of Saturday, July 31st. The race format will include an Olympic Aquathon, a Sprint Aquathon, Kid's Race, adaptive one-mile swim, and a long-distance swim only option (2 Mile Swim). The Olympic Aquathon will consist of a one mile swim and 10k run. The Sprint Aquathon consists of a 500m swim, and 5k run. The one and two Mile Swim will be a one and two mile swim only. The entire event will take place within the Three Oaks Recreation Area and it is anticipated that 150-200 attendees will participate.

Petitioner Background:

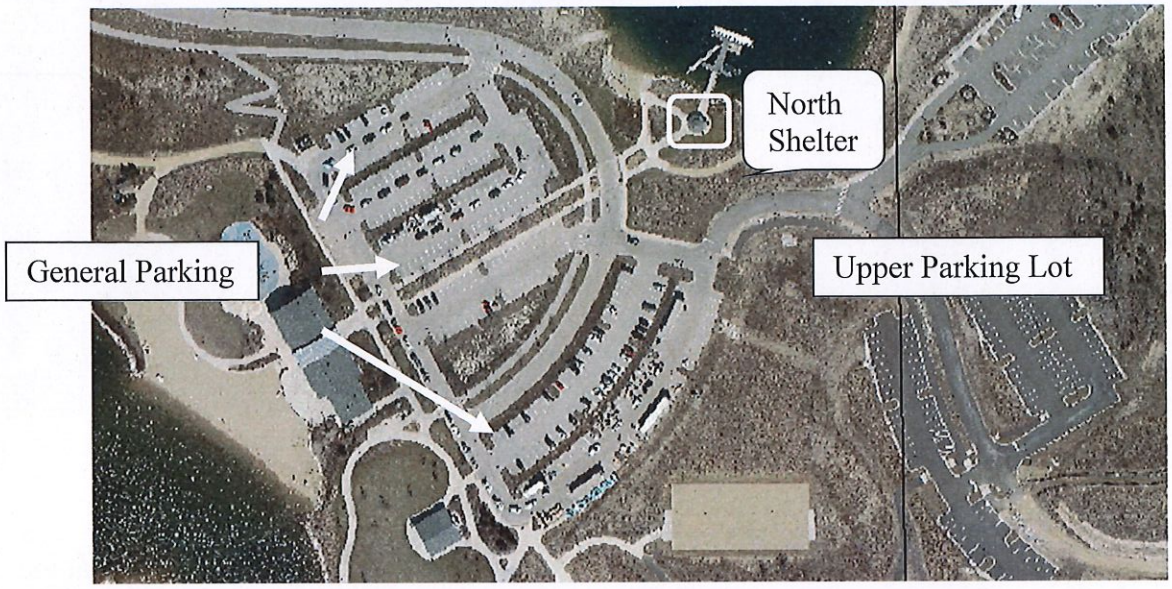
Smith PT/RA is owned by Crystal Lake resident Denise Smith, a certified manual physical therapist who has been practicing for 17 years. She is also a certified running technique coach and the only Pose Master Coach in the Midwest. Her passion lies in injury prevention and showcasing Crystal Lake for its community support, natural beauty, and athletic population. Smith coordinated the 2017, 2018, and 2019 Aquathons. In addition, she was a coordinator for the 2020 Crystal Lake Half Marathon.

Three Oaks Recreation Area Impact:

Use Location	*Hours of Use*	*Exclusive Use?*	*Level Of Public Impact*	
Swim Beach	3 Hours	Yes	Low	The swim beach will be utilized from 7:00 a.m. – 10:00 a.m. The petitioner will have all equipment removed from the beach prior to beach opening at 10:00 a.m.
Marina/Lake Usage	7:00 a.m. – 9:00 a.m.	No	Moderate	The northern portion of the south lake will be restricted from public access by buoy markers during the event.
Trails	8:00 a.m. – 12:00 p.m.	No	Moderate	The running portion of the triathlon will occur on existing trails. Signage will be posted. The public will have access to trails during the event.
North Lake Pavilion D	7:00 p.m. – 7:30 a.m.	No	Low	Petitioner is requesting to use the North Marina pavilion for event registration. The pavilion will be cleared before 8:00 a.m.
Picnic Grove	7:00 a.m. – 12:00 p.m.	Yes	Moderate	Running portion of the event will finish at the Picnic Grove pavilion. The post-event celebration will end at 12:00 p.m.
Parking Lot	7:00 a.m. – 12:00 p.m.	No	Moderate	Event participants and guests will be directed to park in the upper parking lot.
Quarry Cable Park	-	-	Low	No impact. Tenant has no issues with the event.
Board House	-	-	Low	No impact. Tenant has no issues with the event.
Cottage on the Beach	-	-	Low	No impact. Tenant has no issues with the event.

The event will occur on the first Sunday in August. Although this is a popular day for residents to visit Three Oaks, care will be taken to ensure guests can still enter the park and use the marina and beach facilities. Aquathon participants and guests would be referred to park onsite in the upper parking lot as depicted below. The $5 parking fee will be incurred for all non-residents that park at Three Oaks through collection during registration. Smith is requesting that all non-resident volunteers have their parking fee waived by the City as a show of appreciation for their time and talent, which has been approved in previous years. The North Lake shelter will be used for race registration and will be cleared immediately after the start of the race to allow for usage as needed by guests. The pavilion will still be rented to the public for the day following the event.

There will be no impact to the Board House, Quarry Cable Park and Grille, concession area or the Beach as the race will be completed by 10:00 a.m. The marina will be open during the event, however, portions of the lake will be closed to watercraft until the event is completed. The event may draw participants to utilize the Beach and Quarry Cable Park and Grille after the completion of their race. Past races yielded increased exposure for the entire Park area with race attendees coming from Michigan, Indiana, Wisconsin, downtown Chicago, and southern Illinois.



On Sunday, August 1st, visitors to the park may be inconvenienced in the following ways:

- The public access to the swim beach will be limited during the swim portion of the race. Since public swimming does not begin until 10:00 a.m., it is anticipated that public access to the swim beach will be minimally impacted.
- The swim beach would be used between 7:00 a.m. and 9:00 a.m. The swim portion takes approximately one to two hours to complete. Staff will begin cleaning the beach as soon as the last swimmer is done to get the beach open to the public by 10:00 a.m. The swim course will be set up inside the islands, reserving the majority of the lake for fishermen, as shown in the swim map below.
- The marina will be open, however a portion of the lake will be closed to watercraft until the event is completed at 10:00 a.m. The northern portion of the south lake would be restricted from public access by buoy markers. In addition, public access to this area of the lake may be delayed while swimmers are in the water. Guests renting boats will be notified of the race on the lake and instructed to stay clear of the race area. The Fire Rescue Department and Three Oaks staff will have emergency service boats on the water to ensure the public's safety.
- Signage will be utilized to notify guests that the race may interfere with trail walking. In addition, gate attendees will be on hand to alert guests of the race status.

The City Council has approved a similar swim course for previous Triathlons and A Long Swim events.



Proposed Swim Map



Kid's Race

The running portion of the triathlon will occur on existing trails. It is not anticipated that these areas will need to be closed to the general public during the race, but signage will alert the general public of the trail usage. The run portion of the event will finish at the Picnic Grove Pavilion where a post-race celebration will take place. The petitioner will ensure that all social distancing and masking requirements are followed according to federal, state and local guidelines.



Required Costs to be Paid by Petitioner:

1. Fire Rescue would require an ambulance with two personnel to standby for the race, as well as a boat with three personnel. The anticipated cost for Fire Rescue services with the Aquathon is a minimum of $1,240.00. The following is a breakdown of Fire Rescue Department costs:

Ambulance with two personnel:	$124.00/hour
Boat 399 with three personnel:	$186.00/hour
Shift Commander	Salary
Total for 1 hour:	$310.00
Four hour minimum:	x 4
Minimum Total:	**$1,240.00**

2. Three Oaks Recreation Area Costs:

Non-Refundable	*Fee*
Application Fee	$75
Three Oaks Service Boat Fee	$36 ($12 per hour x 3 hours)
Three Oaks General Staff Fee	$450 ($15 per hour x 6 staff (5 hours))
Three Oaks Lifeguard Fee	$432 ($12 per hour x 12 guards (3 hours))
Total Non-Refundable Fee	**$993**
Refundable	*Fee*
Refundable Event Damage	$500
Total Refundable Fee	**$500**

Recommended Conditions:

City staff has reviewed the petitioner's request and offers the following conditions:

1. Follow all masking and social distancing recommendations as required by federal, state and local authorities. The City will have discretion to cancel the event if the City determines that Covid-19 cases and restrictions warrant cancellation.
2. Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements, including all insurance requirements. Insurance certificates need to be provided annually. Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement. Also, all participants must sign a waiver releasing the City from any liability related to their participation in the triathlon that will be collected upon race registration.
3. If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department for further review. The use of tents or canopies is subject to review by the Fire Prevention Bureau. The petitioner shall provide a detailed site plan for tents or canopies prior to the event.

4. Maintain access to all fire lanes and the south lake marina boat ramp. Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.
5. Receive approval from 3rd party property owners for any off-site parking. Following the filling of the upper parking lots, participants will be directed to park off-site.
6. Submit for City approval, severe weather plans and an evacuation plan.
7. Sound system shall not disturb other users of the park.
8. All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection.
9. The City will have flexibility in designing the race course based on any concerns from City Departments.
10. Smith PT/RA must provide the City with a site plan for set-up at the Three Oaks Recreation Area and parking plan for the event for review by City Departments.
11. All debris created by the event shall be cleaned up during and after the event.
12. In the case of inclement weather, an alternate date can be approved by the City Manager.
13. The petitioner is responsible for the required costs, which are the costs for Fire Rescue and use of Three Oaks Recreation Area.
14. Smith PT/RA must provide the proof of volunteers, insurance, off-site parking approval, severe weather and evacuation plan, and liability waivers by July 15, 2021 or the event may be cancelled.

The petitioner is aware of the recommended conditions and will be present at the meeting.

Votes Required to Pass:
Simple majority vote of the City Council

Agenda Item No: 9b

City Council
Agenda Supplement

Meeting Date: February 16, 2021

Item: Girl Scout Request for a Special Event at the Three Oaks Recreation Area

Council Discretion: Motion to approve the Chippewa Girl Scout Service Unit request to hold a day camp, including overnight camping, at Three Oaks Recreation Area from Monday, July 19, 2021 through Thursday, July 22, 2021, subject to the recommended conditions, including a fee waiver in the amount of $1,185.

Staff Contact: Nick Hammonds, Assistant to the City Manager

Background:

The City has received a request from the Chippewa Girl Scout Service Unit for the use of the Three Oaks Recreation Area to hold a day camp and overnight camping from Monday, July 19, 2021, through Thursday, July 22, 2021. Between 2013 and 2019, the Girl Scouts held this same event and successfully complied with all City conditions. The event was approved in 2020, however, due to the Covid-19 pandemic the event was cancelled. Attached to this agenda supplement is a chart outlining previous fee waivers approved by the Council. **All event details remain unchanged from the 2013 through 2019 events, which were previously approved by the City Council. From 2013 to 2020, the City Council waived the application fee, pavilion rental fee, and security staff fee.**

Costs Requested to be Waived:

Non-Refundable	Fee
Special Event Application Fee:	$75
Pavilion Rental Fee (resident rate / four days / all four pavilions):	$1,040
Additional Site Security Staff (one night, two hours):	$70
Total Non-Refundable Fee:	**$1,185**

Required Costs to be Paid by Petitioner:

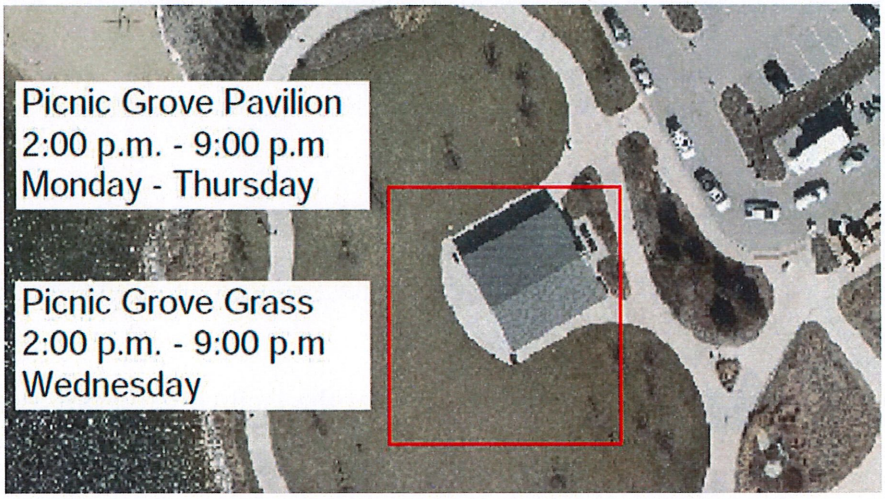
Refundable	Fee
Refundable Event Damage Deposit	$1,200
Total Refundable Fee:	**$1,200**
Non-Refundable	
Non-Resident Swim Beach Flat Fee (30 Adults and Children)	$400
Total Non-Refundable Fee:	**$400**

Public/Visitor Impact:

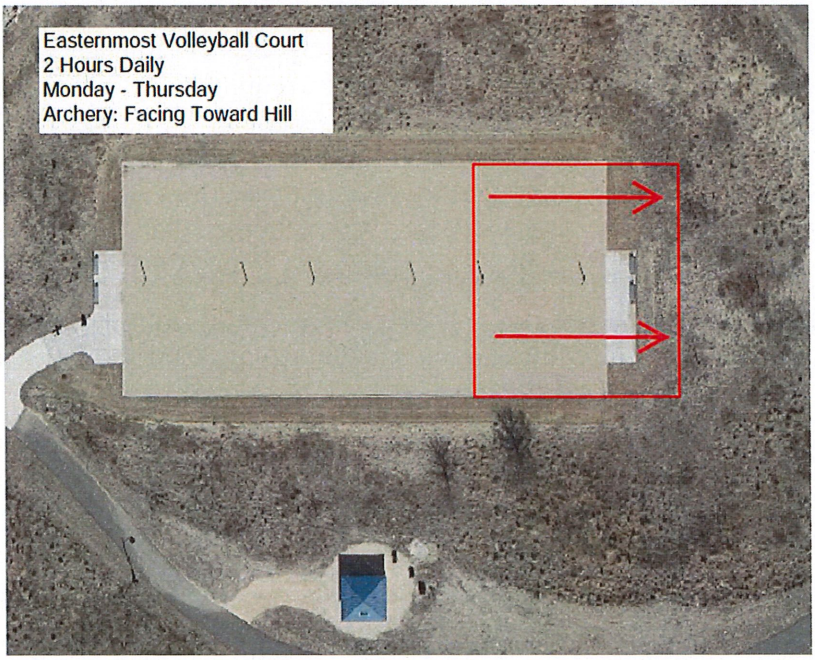
Use Location	*Hours of Use*	*Exclusive Use?*	*Level Of Public Impact*	
Swim Beach	2 Hours Daily	No	Low	The swim beach will be utilized for less than two hours each day after 4:00 p.m. This will have minimal impact on other guests.
Marina/Lake Usage	-	-	Low	The petitioner does not anticipate using the Marina.
Trails	2:00 p.m. - Sunset	No	Low	The group may use the trails for hiking and will not impact other guests.
Pavilions (A, B, C and D)	2:00 p.m. - Sunset	Yes	Moderate	Petitioner is requesting exclusive use of all four pavilions from Monday to Thursday.
Picnic Grove	2:00 p.m. - Sunset Daily	Yes	Moderate	The event will take place from Monday to Thursday. Additionally, overnight camping will occur in the grass area with tents on Wednesday night.
Volleyball Court and Pavilion	2 Hours Daily	No	Low	The west portion of the volleyball court will be utilized for archery. The public will have access to the other courts.
Parking Lot	2:00 p.m. - Sunset	No	Low	20 adult chaperons will be present throughout the week. This will have no impact on the parking lot. Participants will carpool. In addition, the event is held during the week, when parking is not a concern.
Quarry Cable Park	-	-	Low	No impact. Tenant has no issues with the event.
Board House	-	-	Low	No impact. Tenant has no issues with the event.
Cottage on the Beach	-	-	Low	No impact. Tenant has no issues with the event.

Event Details

The Chippewa Girl Scout Service Unit is composed of girls that attend Crystal Lake schools and live in the Crystal Lake area. Approximately 100 – 120 girls will participate each day. The ratio of campers to adult chaperons will be 6:1 throughout the week. The Girl Scouts consider this a "twilight camp" since activities will take place from 2:00 PM to 9:00 PM. The Girl Scouts will offer hiking, swimming, cooking, crafts and letterboxing activities at the park. The petitioner is requesting exclusive use of all four pavilions and the Picnic Grove during this time. The petitioner will clean up the site and dispose of the trash from the activities.



In addition to the above activities, the Scouts will organize an archery event for two hours each day. City staff will work with the Girl Scouts to ensure that the archery event is conducted safely. The archery activities will utilize the far end of the volleyball area as a "backdrop," and the area will be roped off. Utilizing the volleyball area ensures that this activity is separated from the areas of the park that are visited by the general public. The Scouts will shoot into hay bales and at least two adult leaders, certified in archery, will supervise the activity.



During the entire event, the Scouts will provide the City with an insurance certificate naming the City as additional insured and sign an indemnity/hold harmless agreement. In addition, each parent will sign a "Participant Form" on behalf of their child, which will provide the City further liability protection. Attached to this agenda supplement is a copy of the request letter, Special Event Application, Group Use Application, and Pavilion Rental Application.

Overnight Camping

As part of the day camp, from Wednesday, July 21st through Thursday, July 22nd, the Girl Scouts would like to overnight camp in the Picnic Grove area. Approximately 15 – 20 tents will be set up in the Picnic Grove. All tents will be removed first thing in the morning. This is the same area that has been utilized by numerous other scout overnight camp groups. Per Chapter 238 of the City Code, overnight camping at Three Oaks Recreation Area may be allowed when approved by the Mayor and City Council.

238-1 **General Rules and Admission**

A. Three Oaks Recreation Area General Rules

8. Camping and open fires within the recreational area are prohibited except as authorized by the Mayor and City Council.

Since the petitioner is requesting the overnight use of the facility, City staff recommends that a security staff member monitor the facility during the time when no other Three Oaks staff is present. The additional security staff time would be for two hours, from 4:00 AM to 6:00 AM.

Recommended Conditions:

City staff has reviewed the petitioner's request and offers the following conditions:

1. Follow all masking and social distancing recommendations as required by federal, state and local authorities. The City will have discretion to cancel the event if the City determines that Covid-19 cases and restrictions warrant cancellation.
2. Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements, including all insurance requirements. Insurance certificates need to be provided annually. Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement. Also, all participants must sign a waiver releasing the City from any liability related to their participation in the triathlon that will be collected upon race registration.
3. If tents or canopies will be used, the petitioner shall contact the Fire Rescue Department for further review. The use of tents or canopies is subject to review by the Fire Prevention Bureau. The petitioner shall provide a detailed site plan for tents or canopies prior to the event.
4. Submit for City approval, severe weather plans and an evacuation plan.
5. All temporary electrical items shall comply with the 2005 Electric Code and shall be subject to City inspection.
6. All debris created by the event shall be cleaned up during and after the event.
7. In the case of inclement weather, an alternate date can be approved by the City Manager.

8. If costs are not waived for the event, the petitioner is responsible for the Three Oaks Recreation Area costs.
9. The Chippewa Girl Scout Service Unit must provide payment, proof of volunteers, insurance, severe weather and evacuation plan, and liability waivers by July 1, 2021 or the event may be cancelled.

The petitioner is aware of the recommended conditions and will be present at the meeting.

Votes Required to Pass:
Simple majority vote of the City Council

Agenda Item No: 9c

City Council
Agenda Supplement

Meeting Date: February 16, 2021

Item: Illinois Department of Transportation (IDOT) City Utility Work on State Highways – Working Permit Resolution

Staff Recommendation: Motion to adopt a Resolution to obtain a two-year working permit from the Illinois Department of Transportation (IDOT) for City work that is conducted in the State's right-of-ways.

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

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Background:
The Illinois Revised Statutes requires that any person, firm, or corporation desiring to do work on a State maintained right-of-way must first obtain a written permit from the Illinois Department of Transportation (IDOT). This includes any emergency work on broken water mains or emergency sewer repairs. The City has both sanitary sewer and watermains within the State's right-of-way.

A surety bond is also required with each permit application to ensure that all work is completed in accordance with State specifications and that the right-of-way is properly restored. For permit work to be performed by City employees, a resolution, enacted for up to a two-year period, is acceptable in lieu of the surety bond.

The City Council previously approved a Resolution for a two-year working permit from IDOT on February 5, 2019. IDOT has requested that a new resolution be passed for 2021 and 2022. Adoption of this Resolution will reduce staff time and costs associated with IDOT permits.

Recommendation:
The Public Works Department recommends adopting this Resolution to obtain a working permit from the Illinois Department of Transportation for two years for City work that is conducted in the State's right-of-ways.

Votes Required to Pass:
Simple Majority

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RESOLUTION

WHEREAS, the City of Crystal Lake, hereinafter referred to as MUNICIPALITY, located in the County of McHenry, State of Illinois, desires to undertake, in the calendar years 2021 and 2022, the location, construction, operation, and maintenance of driveways and street returns, water mains, sanitary and storm sewers, street lights, traffic signals, sidewalk, landscaping, etc., on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as Department; and

WHEREAS, as individual working permit must be obtained from the Department prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person of firm under contract and supervision of the MUNICIPALITY.

NOW, THEREFORE, be it resolved by the MUNICIPALITY:

FIRST: That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with the conditions of the permit to be granted by the Department, and MUNICIPALITY shall hold State of Illinois harmless during the prosecution of such work, and shall assume all liability for damages to person or property due to accidents or otherwise by reason of the work which is to be performed under the provisions of said permit.

SECOND: That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY.

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DATED this 16th day of February, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: February 16, 2021
APPROVED: February 16, 2021

Agenda Item No: 9d

City Council
Agenda Supplement

Meeting Date: February 16, 2021

Item: Private Activity Bond Volume Cap Reservation

Recommendation: Motion to adopt an Ordinance reserving the State of Illinois volume cap for private activity bonds.

Staff Contact: Michelle Rentzsch, Director of Community Development
Heather Maieritsch, Economic Development Manager

Background: The City of Crystal Lake received notification from the Governor's office regarding the reservation of Crystal Lake's volume cap. Private activity bonds can be issued as Industrial Revenue Bonds using the volume cap allocation. The State requires that all eligible municipalities pass an Ordinance to reserve their volume cap for the fiscal year.

For 2021, each home rule municipality is authorized a volume cap amount equal to $110 per capita. Using this formula, Crystal Lake's allocation equals $4,403,960, based upon the State's assigned population of 40,036.

At this time, there have been no official applications from private businesses for the City to allocate our volume cap in the form of Industrial Revenue Bonds. However, staff has had discussions with businesses recently regarding the issuance of Industrial Revenue Bonds for pending or prospective developments. According to the State Office of Management and Budget, after the volume cap has been reserved, the municipality is supposed to allocate the amount reserved for private activity bonds by December 31 of that year. If the City does not allocate our volume cap by December 31, we can request to carry-over our allocation for up to three years for a variety of different projects, but not for qualified small issue bonds (Industrial Revenue Bonds). The attached Ordinance reserves the City's allocation for possible future use.

There is no obligation to the municipality in issuing Industrial Revenue Bonds. All the payment responsibility rests with the private party. The lien is on the property, secured by the Industrial Revenue Bonds. Under Federal law, the City can utilize the authorized volume cap as additional incentive for industrial firms to relocate or expand facilities within its jurisdiction. Industrial Revenue Bonds can be attractive to industrial firms because of the difference to the bond buyers between tax-free interest rates and prevailing taxable interest rates.

Votes Required to Pass: A simple majority vote.

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ORDINANCE NO. ____
FILE NO. 140

AN ORDINANCE RESERVING VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES, AND RELATED MATTERS.

WHEREAS, the City of Crystal Lake, McHenry County, Illinois *(the "Municipality"),* is a Municipality and a home rule unit of government under Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986, as amended *(the "Code"),* provides that the Municipality has volume cap equal to $110 per resident of the Municipality in each calendar year, which volume cap may be reserved and allocated to certain tax-exempt private activity bonds; and

WHEREAS, the Illinois Private Activity Bond Allocation Act, *30 Illinois Compiled Statutes 1998, 345/1 et seq.,* as supplemented and amended *(the "Act"),* provides that a home rule unit of government may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government; and

WHEREAS, it is now deemed necessary and desirable by the Municipality to reserve all of its volume cap allocation for calendar year 2021 to be applied toward the issuance of private activity bonds *(the "Bonds")*, for unidentified projects, as provided in this Ordinance, or to be transferred, as permitted by this Ordinance.

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

SECTION I: That, pursuant to Section 146 of the Code and the Act, the entire volume cap of the Municipality for calendar year 2021, in the amount of $4,403,960, based upon the State of Illinois assigned population of 40,036, is hereby reserved by the Municipality, which shall issue Bonds using such volume cap, or shall transfer such cap, without further action required on the part of the Municipality; and the adoption of this Ordinance shall be deemed to be an allocation of such volume cap to the issuance of the Bonds or such other bonds, provided

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that any such transfer shall be evidenced by a written instrument executed by the Mayor or any other proper officer or employee of the Municipality.

SECTION II: That the City of Crystal Lake shall maintain a written record of this Ordinance in its records during the term that the Bonds or any other such bonds to which such volume cap is allocated remain outstanding.

SECTION III: That the Mayor, the City Clerk and all other proper officers, officials, agents and employees of the Municipality are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents and certificates as may be necessary to further the purposes and intent of this Ordinance.

SECTION IV: That the provisions of this Ordinance are hereby declared to be separable, and if any section, phrase, or provision of this Ordinance shall for any reason be declared to be invalid, such declaration shall not affect the remainder of the sections, phrases, and provisions of this Ordinance.

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

DATED at Crystal Lake, Illinois, this 16th day of February, 2021.

_____
Haig Haleblian, ACTING MAYOR

SEAL:

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: February 16, 2021

APPROVED: February 16, 2021

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: February 16, 2021

Item: Bartley Square Final Planned Unit Development (PUD) & Final Plat of Subdivision Extension

Recommendation: Motion to grant a one-year extension to the Final PUD and Final Plat of Subdivision approval for Bartley Square at the corner of Huntley and Bard Roads.

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

Background:

- History: The City's UDO sets expiration time periods for certain approvals. A preliminary or final planned unit development approval is valid for two years, unless extended by the City Council.

- Bartley Square was approved in March 2008 for 38 townhome units within six buildings and a 12,000 square-foot retail building.

- There is current interest in the property to develop the PUD as approved. A new property owner is pursuing the neighborhood commercial component and townhome developers have also expressed interest to the property owner.

- Previous Approvals:
    - The petitioner was granted their first one-year extension to March 2011.
    - The City had approved a Comprehensive Extension for all PUD, SUP and Plat applications that extended this approval to May 2014.
    - The petitioner has been granted a one-year extension each year since 2014.

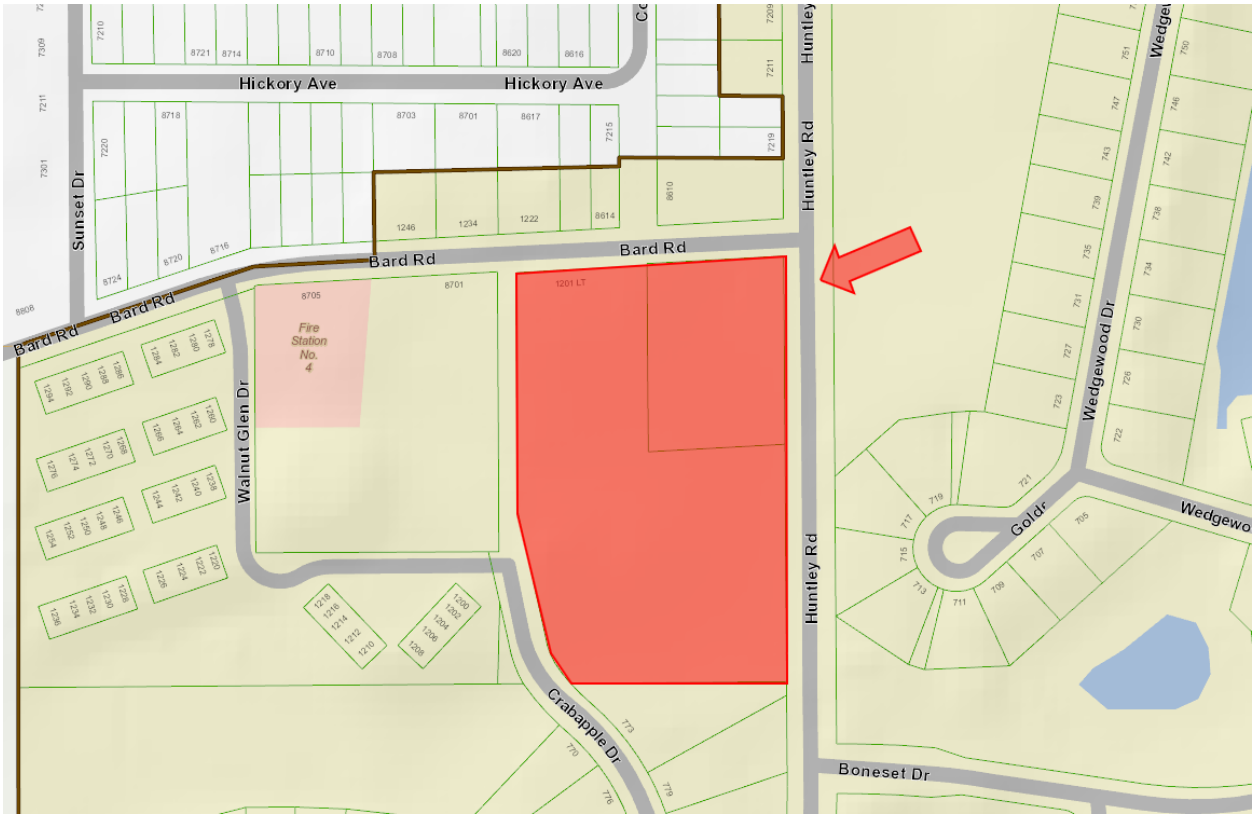
Key Factors:

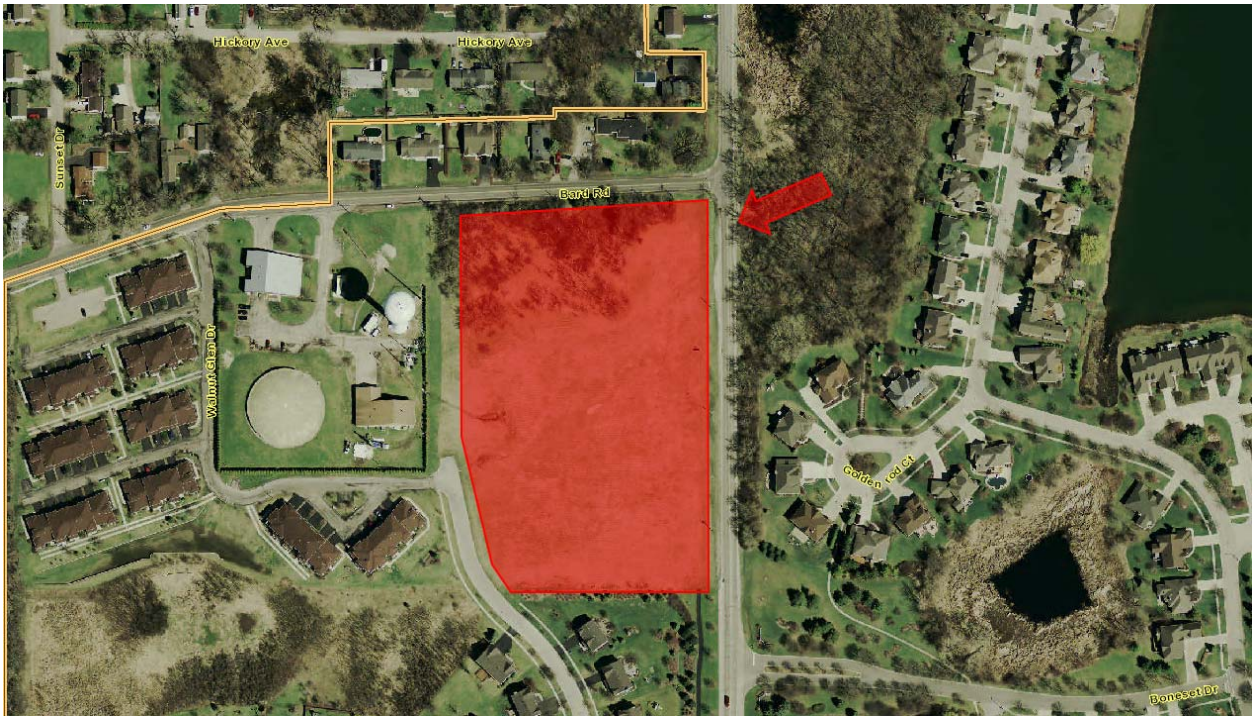
- Request: A one-year extension of the Bartley Square Final PUD and Final Plat of Subdivision approval to March 2, 2022.

- UDO Standard: The City Council has the authority to grant extensions.

Votes Required to Pass: A simple majority.

2007-116 Bartley Square – SWC Bard and Huntley Roads





Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: February 16, 2021

Item: McCormick Park Area Water Main Upgrade Project - Construction Contract Bid Award and Proposal Award for Construction Engineering Services

Staff Recommendation: 1). Motion to award the construction contract for the McCormick Park Area Water Main Upgrade Project to the lowest responsive and responsible bidder, Copenhaver Construction, Inc. in the amount of $1,939,209.00, and adopt a Resolution authorizing the City Manager to execute a contract with Copenhaver Construction, Inc. in the amount bid, authorize change orders for up to 10 percent of the contract amount, and execute warranted contract completion date change orders.

2). Motion to award the proposal for the McCormick Park Area Water Main Upgrade Project Construction Engineering Services to the most qualified, responsible and responsive proposer, Fehr Graham and Associates, LLC., and adopt a Resolution authorizing the City Manager to execute an agreement with Fehr Graham and Associates, LLC. in the amount of $108,370.00 with a 10-percent contingency for changes in scope and approve warranted completion date extensions.

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

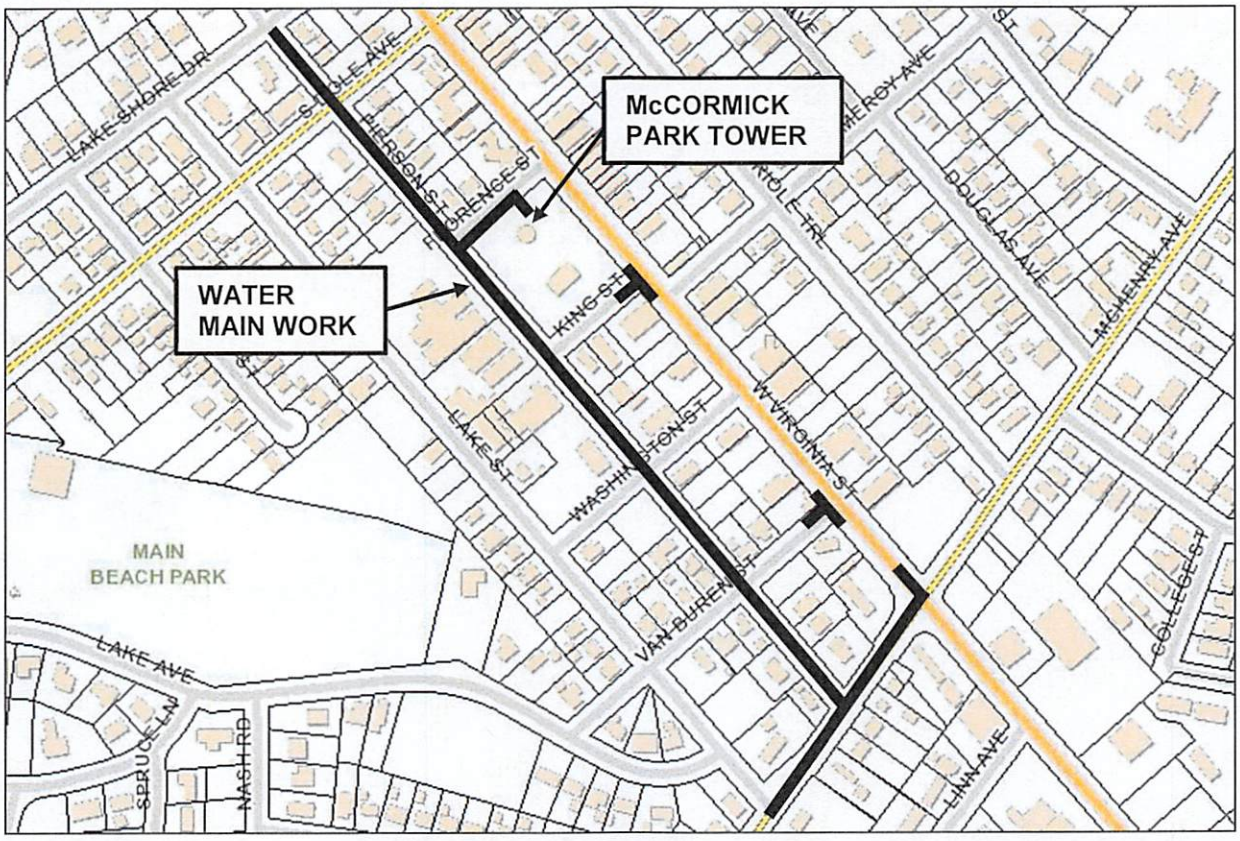
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Background:
The McCormick Park Area Water Main Upgrade Project will improve the hydraulic connection to the McCormick Park Water Tower and replace aging water mains and valves in the area. The 2015 Water System Master Plan report recommended a larger 12-inch water main be installed to supply water to the McCormick Park elevated water tower. This larger main will improve fire-fighting capabilities and improve the overall reliability of the system.

Project Need

The McCormick Park Water Tower holds 250,000 gallons of water and is fed by a system of smaller 6-inch and 8-inch water mains. The City's other towers are fed by a network of larger mains that are 10-inch and 12-inch in diameter. The smaller water mains feeding the McCormick Park Water Tower create operational difficulties during high water demand periods in the summer, when water is leaving the tower faster than it can be replenished. Existing water mains included in the project are 60 years old and have several valves that require replacement. The water main at the intersection of US Route 14 and McHenry Avenue has had several breaks over the last 4 years and needs to be replaced. Repairing these breaks is difficult as they have to be performed at night to avoid large traffic delays.

The new 12-inch water main will be installed on Pierson Street from Dole Avenue to McHenry Avenue, on McHenry Avenue from Lake Street to Virginia Street, and a segment tied to the McCormick Park elevated water tower. This work will also include abandoning a 4-inch water main on Pierson Street between Dole Avenue and Lake Shore Drive, installation of new water main valves, and replacement of lead water service lines.



Construction Contract Bids

On February 4, 2021, the City of Crystal Lake publicly opened and read aloud the bids received for the McCormick Park Area Water Main Replacement Project. The following is a breakdown of the bids received:

Bidder	Total Bid Price
√ Copenhaver Construction	$1,939,209.00
PirTano Construction	$1,979,230.00
J Congdon Sewer Service	$2,031,244.75
Berger Excavating Contractors	$2,084,293.23
Holiday Sewer & Water Construction	$2,160,000.00
Engineer's Estimate	*$2,182,487.50*
Campanella & Sons, Inc.	$2,354,297.55
Mauro Sewer Construction	$2,369,888.75
Martam Construction	$2,636,266.00

√ Indicates the lowest responsive and responsible bidder

The contract requires that the water main construction work at the US Route 14 and McHenry Avenue intersection be conducted at night to limit disruption to traffic. Work along Pierson Street will take place during the day.

Construction Contract Recommendation

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. The City has previously worked with Copenhaver Construction with satisfactory results.

Construction Engineering Services

The City advertised a Request for Qualifications & Proposal (RFQ&P) following the City's procurement practices. Through this notification process, the City received five proposals.

The proposals were reviewed based on the consultants' qualifications, experience and the proposed cost. The qualifications criteria considered during the review were:

- Firm Experience
- Staff Experience
- Scope of Services
- Relevant Project Examples
- References

Vendor	Total Base Proposal
√ Fehr Graham and Associates LLC	$108,370
Thomas Engineering	$149,503
HLR	$149,790
Stanley Consultants	$166,716
Clark Dietz	$176,600

√ Indicates the recommended vendor

Of the five proposals received, Fehr Graham and Associates, LLC was deemed qualified and was also the engineering firm that developed the design plans. In addition to developing the design

plans and specifications for this project, they recently completed two wastewater projects for the City and their performance was very satisfactory.

Construction Engineering Services Agreement Recommendation:

Based on the proposals received and the experience and qualifications noted, it is the recommendation of Public Works staff to select Fehr Graham and Associates, LLC. to provide Construction Engineering Services for the McCormick Park Area Water Main Upgrade project.

Votes Required to Pass:

Simple Majority on both Resolutions.

DRAFT

RESOLUTION

WHEREAS, the CITY OF CRYSTAL LAKE has identified the need to replace and upgrade water mains, valves, water services and associated appurtenances in the vicinity of McCormick Park to improve water service and system reliability; and

WHEREAS the CITY received and publicly opened bids for the construction of the McCormick Park Area Water Main Replacement Project on February 4, 2020; and

WHEREAS, the lowest responsive and responsible bidder for the McCormick Park Area Water Main Replacement Project was Copenhaver Construction, Inc. of Gilberts, Illinois with a bid amount of $1,939,209.00;

NOW THEREFORE BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a contract between the CITY OF CRYSTAL LAKE and Copenhaver Construction, Inc. for McCormick Park Area Water Main Replacement Project in the amount of $1,939,209.00; and

BE IT FURTHER RESOLVED that the City Manager is authorized execute change orders for up to 10 percent of the contract amount and to approve warranted completion date change orders relating to the contract.

DRAFT

DATED this 16th day of February, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: February 16, 2021
APPROVED: February 16, 2021

DRAFT

RESOLUTION

WHEREAS, the CITY OF CRYSTAL LAKE has identified the need to replace and upgrade water mains, valves, water services and associated appurtenances in the vicinity of the McCormick Park to improve service and system reliability; and

WHEREAS in order to ensure the project is constructed to proper engineering standards consulting construction engineering services are required to augment staff resources; and

WHEREAS the CITY OF CRYSTAL LAKE received proposals for Construction Engineering Services for the McCormick Park Area Water Main Upgrade Project on January 25, 2021; and

WHEREAS the most qualified, responsible, and responsive proposer was Fehr Graham and Associates, LLC. of Rockford, IL;

NOW THEREFORE BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute and agreement and between the CITY OF CRYSTAL LAKE and Fehr Graham and Associates, LLC. for Construction Engineering Services associated with the McCormick Park Area Water Main Upgrade Project in the amount of $108,370.00; and

BE IT FURTHER RESOLVED that the City Manager is authorized to approve change orders for up to 10 percent of the agreement amount, and execute warranted contract completion date change orders.

DRAFT

DATED this 16th day of February, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: February 16, 2021
APPROVED: February 16, 2021

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: February 16, 2021

Item: Authorization of City Participation in the Chicago Metropolitan Agency for Planning (CMAP) Pavement Management Program

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to sign the Memorandum of Understanding between CMAP and the City for the CMAP Pavement Management Program.

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

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Background:
In 2018, the Chicago Metropolitan Agency for Planning (CMAP) established a Pavement Management Program to assist municipalities in creating a systematic means for assessing pavement conditions. The Pavement Management Program utilizes a consultant, Applied Research Associates, to document pavement conditions for all roads under the municipality's jurisdiction. The consultant uses a software called MicroPaver to assess pavement deterioration and evaluate potential treatments. The consultant then develops a recommended five-year pavement improvement program including various pavement preservation techniques.

Following a call for projects, for which the City submitted a request, CMAP selected 12 communities of the 69 applicants for its pilot Pavement Management Program. The City was not selected in 2018. However, CMAP secured an additional $2 million of Illinois Department of Transportation (IDOT) State Planning and Research grant funds to expand the successful program an additional three years. The City was recently informed that it was selected to participate in the program this year.

CMAP will complete the pavement analysis with 100% of costs paid by the IDOT State Planning and Research grant. CMAP is requesting that the attached memorandum of understating be executed to establish points of contact at the municipality, provide access to resources by City staff, and show local support.

Recommendation:
The City's participation in the Pavement Management Program will be very beneficial and staff recommends agreeing to the Memorandum of Understanding with CMAP.

Votes Required to Pass:
Simple Majority

DRAFT

RESOLUTION

WHEREAS, the City of Crystal Lake, located in the County of McHenry, State of Illinois, desires to participate in the Chicago Metropolitan Agency for Planning (CMAP) Pavement Management Program; and

WHEREAS, the City's participation in the CMAP Pavement Management Program requires no financial participation from the City other than the dedication of City resources.

NOW THEREFORE BE IT RESOLVED BY THE ACTING MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the foregoing recitals are repeated and incorporated as though fully set forth herein; and

BE IT FURTHER RESOLVED that the Acting Mayor and City Council support the City's participation in the CMAP Pavement Management Program and fully support the items outlined in the Memorandum of Understanding between CMAP and the City; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the Memorandum of Understanding between CMAP and the City.

DATED this 16th day of February, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, ACTING MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: February 16, 2021
APPROVED: February 16, 2021