CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

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

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – November 16, 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. Resolution Approving 2022 City Council Meeting Schedule**
   - **b. Class 16 Temporary Liquor License Requests – Knights of Columbus Fr. McCormick Council #3880, Annual Polish Dinner and Annual St. Patrick's Dinner**
   - **c. Continuation of the Annexation Public Hearing and Annexation Agreement/Development Agreement Public Hearing to the December 21, 2021 City Council Meeting**
   - **d. Special Service Area Number 47 Tax Levy**
   - **e. General Obligation Bonds, Series 2012 Abatement**
   - **f. General Obligation Bonds, Series 2013A Abatement**
   - **g. General Obligation Refunding Bonds, Series 2014 Abatement**
   - **h. General Obligation Bonds, Series 2019 Abatement**

10. **City Code Amendment to Increase the Number of Class 24 Liquor Licenses – Applicant: 40 N Williams, LLC, d/b/a Benedict's La Strata, located at 40 N. Williams Street**

11. **Liquor License Ordinance Amendments**

12. **Unified Development Ordinance (UDO), Article 2, Amendment to allow all cannabis uses (recreational Cannabis Business Establishments [Dispensaries, Craft Growers, Cultivation Centers, Infusers/Processors and Transporters], Medical Cannabis Cultivation Center and Medical Cannabis Dispensaries) as Limited Uses in certain zoning districts, the removal of the limitation on the maximum number of recreational Cannabis Dispensaries (maximum of 2), and a reduction in all required buffers between cannabis uses and protected uses to 250 feet**

13. **Purchase of Replacement Taser Equipment**

14. **Midwestern Higher Education Compact Cooperative Purchasing Program for Desktop and Laptop Computers**

15. **Bid Award – Water Treatment Chemicals**

16. **Bid Award – Supplemental On-Call Snow Removal and Salting Services**

17. Bid Award – Well 16 Maintenance and Rehabilitation

18. Ordinance Authorizing the City of Crystal Lake to borrow funds from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan Program for New Deep Well 19 and transmission main

19. Property Tax Levy Ordinance/Truth in Taxation Public Hearing

20. Council Inquiries and Requests

21. 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

22. Reconvene to Regular Session

23. 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: December 7, 2021

Item: Resolution Approving 2022 City Council Meeting Schedule

Staff Recommendation: Adoption of the Resolution Approving 2022 City Council Meeting Schedule

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
This Resolution approves the 2022 schedule of City Council meetings. The Illinois Open Meetings Act requires the annual approval and publishing of the City Council meetings.

Votes Required to Pass:
Simple majority

Res.

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that pursuant to the Illinois Open Meetings Act, 5 ILCS 120/2, which requires public notice of an annual meeting schedule, the City Council approves the attached 2022 Calendar of Regularly Scheduled Meetings and authorizes its publication.

DATED this 7th day of December, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

Passed: December 7, 2021
Approved: December 7, 2021

Draft

CITY OF CRYSTAL LAKE 2022 CALENDAR OF REGULARLY SCHEDULED MEETINGS

The following schedule designates the place, time, and date of all regularly scheduled meetings of the City Council, Boards and Commissions. For further information please call the City Manager's Office at (815) 459-2020.

CITY COUNCIL

Place: Aaron T. Shepley City Hall, City Council Chambers, 100 W. Woodstock Street
Date: 1st and 3rd Tuesday
Time: 7:00 p.m.

January 4, 18	**April 5, 19**	**July 5, 19**	**October 4, 18**
February 1, 15	**May 3, 17**	**August 2, 16**	**November 1, 15**
March 1, 15	**June 7, 21**	**September 6, 20**	**December 6, 20**

Workshop Meetings

Place: Aaron T. Shepley City Hall, City Council Chambers, 100 W. Woodstock Street
Date: 2nd Tuesday
Time: 7:00 p.m.

January 11	**April 12**	**July 12**	**October 11**
February 8	**May 10**	**August 9**	**November 8**
March 8	**June 14**	**September 13**	**December 13**

Agenda Item No: 9b

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item:

1. Class 16 Temporary Liquor License Request – Knights of Columbus Fr. McCormick Council #3880 for Annual Polish Dinner

2. Class 16 Temporary Liquor License Request – Knights of Columbus Fr. McCormick Council #3880 for Annual St. Patrick's Dinner

Staff Recommendation: Motion to approve issuance of two (2) Class 16 Temporary Liquor Licenses to the Knights of Columbus Fr. McCormick Council #3880 for their Annual Polish Dinner and Annual St. Patrick's Dinner

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
The City has received a request from the Knights of Columbus Fr. McCormick Council #3880 for the issuance of a Class 16 Temporary Liquor License in order to sell beer and wine at their Parish Polish Dinner on Saturday, January 8, 2022 from 6:00 p.m. to 10:00 p.m. and at their Parish St. Patrick's Dinner on Saturday, March 12, 2022 from 6:00 p.m. to 10:00 p.m. Both events will be held at the St. Thomas the Apostle Church Community Center, located at 451 West Terra Cotta Avenue. The Council has approved this request in the past.

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

Two (2) separate licenses will need to be issued as these are two separate events.

Votes Required to Pass:
Simple majority

Agenda Item No: 9c

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: **ANNEXATION PUBLIC HEARING - CONTINUATION**

Request: Continuation of the Annexation Public Hearing and Annexation Agreement/Development Agreement Public Hearing to the December 21, 2021 City Council meeting

Petitioner: Brian Novak, Seefried Industrial Properties
275 South Main Street

Recommendation: Motion to continue the Public Hearing for the Annexation and Annexation Agreement/Development Agreement to December 21, 2021

Staff Contact: Kathryn Cowlin, Director of Community Development
Elizabeth Maxwell, City Planner

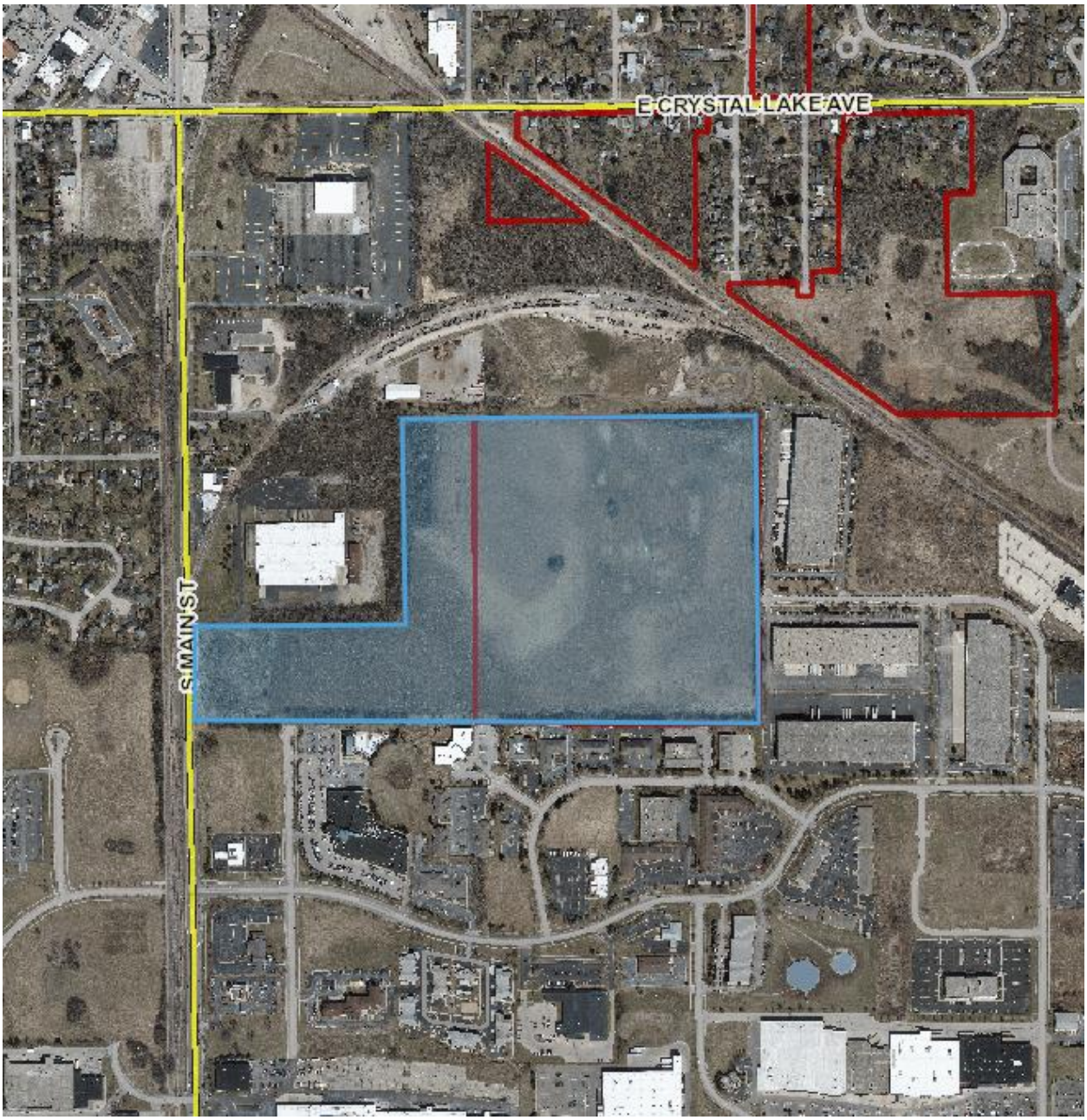
Background:

The petitioner is requesting annexation of 40 acres located between Main Street and Exchange Drive. The subject property is part of a larger property encompassing approximately 60 acres. The petitioner is proposing to annex the subject property and will be requesting zoning approval for warehousing and distribution.

The petitioner respectfully requests that this matter be continued to the December 21, 2021 City Council meeting for the annexation agreement public hearing and annexation request to allow for additional time to review the proposed agreement and conduct the public hearing for the zoning approval request.

Votes Required to Pass: Simple majority vote.

PIQ Map
275 Main Street



Agenda Item No: 9d

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Special Service Area Number 47 Tax Levy

Staff Recommendation: Motion to adopt the Ordinance for levying Special Service Area Number 47 taxes for tax year 2021

Staff Contact: Jodie Hartman, Director of Finance

Background:
The Crystal Lake Watershed Stormwater Management Program Implementation Plan (the "Implementation Plan") imposes certain responsibilities upon the City to inspect, maintain and repair stormwater maintenance facilities within residential developments constructed in the Watershed and that the responsibility for the cost of such inspection, maintenance and repair of such stormwater maintenance facilities be the responsibility of homeowners through the adoption of a Special Service Area.

Habitat for Humanity of Northern Fox Valley is developing a residential development within the City upon the property generally described as 431 S. McHenry Avenue, and a special service area has been created in accordance with the Implementation Plan to provide for the cost of inspection, maintenance and repair of the stormwater management facilities within the Watershed Easement to be created within the Subject Property.

City staff recommends that the City Council approve the attached Ordinance that provides official direction to the County Clerk to levy taxes for the 2021 tax year. Said taxes shall be utilized for the purpose of inspection, maintenance and repair of stormwater management facilities in Special Service Area (SSA) Number 47. This is the third year of the SSA; the City must adopt the attached ordinance annually in order to collect funds for stormwater management.

Votes Required to Pass:
Simple majority

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE LEVYING TAXES FOR SPECIAL SERVICE AREA NUMBER 47 IN THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS FOR TAX YEAR 2021

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 1st day of May, 2018 (the "Ordinance"), did provide for establishing Special Service Area Number 47 and the imposition of a tax at a rate sufficient to pay the cost of providing special services in and for such area.

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

Section 1. There is hereby levied over all taxable property within the City of Crystal Lake Special Service Area Number 47 the total sum of $1,500.00 for the 2021 tax year. The approximate street location for the area is on the East side of McHenry Avenue south of the intersection with Lake Street.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Draft

DATED at Crystal Lake, Illinois, this 7th day of December, 2021.

Passed by the Corporate Authorities on_____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Mayor

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: December 7, 2021
Approved: December 7, 2021

Draft

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 7th day of December, 2021.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present:_____

_____.

The following were absent from the meeting:_____

_____.

The Acting Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance levying taxes for Special Service Area Number 47 in the City of Crystal Lake. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

Draft

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 7th day of December, 2021, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

> ORDINANCE levying taxes for Special Service Area Number 47 in the City of Crystal Lake, McHenry County, Illinois for tax year 2021

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 7th day of December, 2021.

_____
CITY CLERK

(SEAL)

Draft

Agenda Item No: 9e

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: General Obligation Bonds, Series 2012 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2012 General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:
In 2012, General Obligation Bonds were issued to finance the cost of flood mitigation improvements and for various water and sewer projects. At the time of issuance, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees will be used to repay water and sewer improvement costs. Home Rule Sales taxes provide the funding for the flood mitigation efforts. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them the attached ordinance for the abatement to occur.

Votes Required to Pass:
Simple majority

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2021 TO PAY THE PRINCIPAL AND INTEREST ON $9,235,000 GENERAL OBLIGATION BONDS, SERIES 2012 OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 18th day of September, 2012 (the "Ordinance"), did provide for the issue of $9,235,000 General Obligation Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 16 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2023; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2021 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2021 in the Ordinance is hereby abated in its entirety.

Draft

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2020 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 7th day of December, 2021.

Passed by the Corporate Authorities on_____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Mayor

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: December 7, 2021
Approved: December 7, 2021

Draft

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 7th day of December, 2021.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present:_____

_____.

The following were absent from the meeting:_____

_____.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2021 to pay the principal of and interest on the $9,235,000 General Obligation Bonds, Series 2012 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

Draft

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 7th day of December, 2021, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2021
to pay the principal of and interest on $9,235,000 General Obligation
Bonds, Series 2012 of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 7h day of December, 2021.

_____
CITY CLERK

(SEAL)

Draft

Agenda Item No: 9f

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: General Obligation Bonds, Series 2013A Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2013A General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:
In 2013, General Obligation Bonds were issued to finance the cost of Wastewater Treatment Plant improvements, waterworks, sewerage, and wastewater system improvements and pay certain costs associated with the issuance of the Bonds. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees shall be used to repay costs for water and sewer improvements. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them the attached ordinance for the abatement to occur.

Votes Required to Pass:
Simple majority

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2021 TO PAY THE PRINCIPAL AND INTEREST ON $9,465,000 GENERAL OBLIGATION BONDS, SERIES 2013A OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 18th day of June, 2013 (the "Ordinance"), did provide for the issue of $9,465,000 General Obligation Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 15 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2023; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2021 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2021 in the Ordinance is hereby abated in its entirety.

Draft

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2021 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 7th day of December, 2021.

Passed by the Corporate Authorities on_____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Mayor

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: December 7, 2021
Approved: December 7, 2021

Draft

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 7th day of December, 2021.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present:_____

_____.

The following were absent from the meeting:_____

_____.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2021 to pay the principal of and interest on the $9,465,000 General Obligation Bonds, Series 2013A of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

Draft

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 7th day of December, 2021, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2021
to pay the principal of and interest on $9,465,000 General Obligation
Bonds, Series 2013A of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 7th day of December, 2021.

_____
CITY CLERK

(SEAL)

Draft

Agenda Item No: 9g

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: General Obligation Refunding Bonds, Series 2014 Abatement

Staff Recommendation: Motion to adopt the Abatement Ordinance for the 2014 General Obligation Bond Issue

Staff Contact: Jodie Hartman, Director of Finance

Background:
In 2014, General Obligation Refunding Bonds were issued to provide for the refunding of an outstanding loan with the Illinois Environmental Protection Agency (loan proceeds originally used for the expansion of Wastewater Treatment facilities), and to pay certain costs associated with the issuance of the Bonds. At the time these bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees shall be used to repay costs associated with the refunding. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short or no alternative sources are available, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues and/or other sources will be available, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them the attached ordinance for the abatement to occur.

Votes Required to Pass:
Simple majority

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2021 TO PAY THE PRINCIPAL AND INTEREST ON $7,610,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2014 OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance adopted on the 1st day of April, 2014 (the "Ordinance"), did provide for the issue of $7,610,000 General Obligation Refunding Bonds (the "Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the City will have money in the "Bond Fund" established pursuant to Section 12 of the Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2023; and

WHEREAS, it is necessary and in the best interests of the City that the tax heretofore levied for the year 2021 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax. The tax heretofore levied for the year 2021 in the Ordinance is hereby abated in its entirety.

Draft

Section 2. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2021 in accordance with the provisions hereof.

Section 3. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

DATED at Crystal Lake, Illinois, this 7th day of December, 2021.

Passed by the Corporate Authorities on_____
Approved _____

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Mayor

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: December 7, 2021
Approved: December 7, 2021

Draft

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 7th day of December, 2021.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present:_____

_____.

The following were absent from the meeting:_____

_____.

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2021 to pay the principal of and interest on the $7,610,000 General Obligation Refunding Bonds, Series 2014 of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

Draft

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 7th day of December, 2021, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

ORDINANCE abating the tax heretofore levied for the year 2021 to pay the principal of and interest on $7,610,000 General Obligation Refunding Bonds, Series 2014 of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 7th day of December, 2021.

_____
CITY CLERK

(SEAL)

Draft

Agenda Item No: 9h

City Council
Agenda Supplement

Meeting Date:	December 7, 2021
Item:	General Obligation Bond, Series 2019 Abatement
Staff Recommendation:	Motion to adopt the Abatement Ordinance for the 2019A and 2019B General Obligation Bond Issue
Staff Contact:	Jodie Hartman, Director of Finance

Background:
In 2019, General Obligation Bonds were issued to finance the cost of storm water and water main improvements in addition to provide for the refunding of Series 2009A Build America Bonds and Series 2009B Recovery Zone Bonds. Series 2009 bonds were originally issued to provide financing for the construction of the Three Oaks Recreation Area project and various water and sewer system improvements.

At the time these 2019 bonds were issued, dedicated revenue streams were identified that would provide for the repayment of this obligation. Water and Sewer user fees will be used to repay storm water and water main improvement costs. In the case of the Three Oaks Recreation Area project, home rule sales tax and incremental TIF property taxes, if available, will be transferred from time to time to the Bond Fund and utilized to abate the pledged taxes. As such, the City has abated the levy for these bonds each year since issuance, instructing the County not to levy for the annual payment.

Under the terms of the bond agreement, the City obligates the full faith and credit of the City if dedicated revenues fall short. If dedicated revenues fall short, the City is required to collect property taxes as a means to repay the debt obligation. Since dedicated revenues will meet expectations, City staff recommends that the City Council approve the attached abatement ordinance that provides official direction to the County Clerk to defray collecting property taxes next year for this bond issue.

This action is an annual procedural requirement. McHenry County requires the City to provide them the attached ordinance for the abatement to occur.

Votes Required to Pass:
Simple majority

Ord. No.
File No.

The City of Crystal Lake

AN ORDINANCE ABATING THE TAX HERETOFORE LEVIED FOR THE YEAR 2021 TO PAY THE PRINCIPAL AND INTEREST ON $9,025,000 GENERAL OBLIGATION BONDS, SERIES 2019A AND TO PAY THE PRINCIPAL AND INTEREST ON $5,305,000 GENERAL OBLIGATION BONDS, SERIES 2019B OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

WHEREAS, the Mayor and City Council (the "Corporate Authorities") of the City of Crystal Lake, McHenry County, Illinois (the "City"), by Ordinance No. 7554 adopted on the 18th day of June, 2019 (the "2019 Bond Ordinance"), did provide for: (a) the issue of $9,025,000 General Obligation Bonds (the "Series 2019A Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2019A Bonds; and (b)the issue of $5,305,000 General Obligation Bonds (the "Series 2019B Bonds"), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Series 2019B Bonds (collectively, the Series 2019A Bonds and the Series 2019B Bonds are hereinafter referred to as the "Bonds"); and

WHEREAS, the City will have sufficient moneys in the "Bond Fund" established pursuant to Section 13 of the 2019 Bond Ordinance for the purpose of paying the principal of and interest on the Bonds up to and including April 30, 2023; and

Draft

WHEREAS, it is necessary and in the best interests of the City that the taxes heretofore levied for the year 2021 to pay the principal of and interest on the Bonds be abated.

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

Section 1. Abatement of Tax for Series 2019A Bonds. The tax heretofore levied in the 2019 Bond Ordinance to pay for principal and interest of the Bonds for the year 2021 is hereby abated in its entirety.

Section 2. Abatement of Tax for Series 2019B Bonds. The tax heretofore levied in the 2019 Bond Ordinance to pay for principal and interest of the Bonds for the year 2021 is hereby abated in its entirety.

Section 3. Filing of Ordinance. Forthwith upon the adoption of this Ordinance, the City Clerk shall file a certified copy hereof with the County Clerk of the County of McHenry, Illinois, and it shall be the duty of said County Clerk to abate the taxes levied under the 2020 Bond Ordinance for both the Series 2019A Bonds and the Series 2019B Bonds for the year 2021 in accordance with the provisions hereof.

Section 4. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage by the Corporate Authorities and signing and approval by the Mayor.

Draft

DATED at Crystal Lake, Illinois, this 7th day of December, 2021.

Passed by the Corporate Authorities on:_____
Approved: _____

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, Mayor

AYES:

NAYS:

ABSENT:

Recorded in the City Records on

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

Passed: December 7, 2021
Approved: December 7, 2021

Draft

MINUTES of a regular public meeting of the Mayor and City Council of the City of Crystal Lake, McHenry County, Illinois, held at 100 W. Woodstock Street, Crystal Lake, Illinois, in said City at 7:00 o'clock p.m., on the 7th day of December, 2021.

The Mayor called the meeting to order and directed the City Clerk to call the roll.

Upon the roll being called, the following Council members answered present _____

_____

The following were absent from the meeting: _____

_____

The Mayor announced that the next item of business before the City Council was the consideration of the adoption of an ordinance abating the tax heretofore levied for the year 2021 to pay the principal of and interest on the $9,025,000 General Obligation Bonds, Series 2019A and to pay the principal of and interest on the $5,305,000 General Obligation Bonds, Series 2019B of the City. Following a full and complete discussion thereof, including a public recital of the nature of the matter being considered and such other information as would inform the public of the business being conducted, Councilmember _____ presented an ordinance as follows:

Passed by the Corporate Authorities on:

AYES:

NAYS:

ABSENT:

Draft

Recorded in the City Records on

ATTEST:

_____

CITY CLERK

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

Draft

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Crystal Lake (the "City"), and as such official am the keeper of the records and files of the City and the City Council (the "Corporate Authorities") thereof.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Corporate Authorities held on the 7th day of December, 2021, insofar as the same relates to the adoption of Ordinance No. _____ entitled:

> ORDINANCE abating the tax heretofore levied for the year 2021 to pay the principal of and interest on $9,025,000 General Obligation Bonds, Series 2019A and to pay the principal of and interest on $5,035,000 General Obligation Bonds, Series 2019B of the City of Crystal Lake, McHenry County, Illinois

a true, correct and complete copy of said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Corporate Authorities on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open meetings Act of the State of Illinois, as amended, and with the provisions of the Illinois Municipal Code, as amended, and that the Corporate Authorities have complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Corporate Authorities in the passage of said Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of the City this 7th day of December, 2021.

_____

CITY CLERK

(SEAL)

Draft

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: City Code Amendment to Increase the Number of Class 24 Liquor Licenses – Applicant: 40 N Williams, LLC, d/b/a Benedict's La Strata, located at 40 N. Williams Street

Staff Recommendation: Motion to adopt an Ordinance increasing the number of Class 24 liquor licenses from the currently permitted 0 licenses to 1 license, in order to allow for the issuance of a new Class 24 liquor license to 40 N Williams, LLC, d/b/a Benedict's La Strata, located at 40 N. Williams Street

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

Background:
At the November 2, 2021 City Council meeting, the City Council approved an amendment to the City Code to allow for the creation of a Class 24 Liquor License for TDRR Ventures LLC, the new owner of Benedict's La Strata, located at 40 N. Williams Street. This license has not been issued, as the sale of the business was still being finalized.

The new owners of the restaurant have since notified the City the corporation name for the new business is no longer TDRR Ventures, LLC, but instead 40 N Williams, LLC. This change of corporation necessitates the creation of a new license in the name of the new corporation.

The former owner of Benedict's La Strata will surrender their old liquor license, and the number of allowable Class 24 liquor licenses will be automatically reduced by one to 0.

The Class 24 license authorizes the retail sale, on the premises specified, of alcoholic liquor, for consumption, on the premises between the hours of 7:00 a.m. and 12:00 midnight Sunday, Monday, Tuesday, Wednesday, Thursday, Friday and Saturday. A Class A type restaurant may be located on the premises. For the purposes of this license, premises shall include not only the interior of any building or structure but also an open unroofed area immediately contiguous to the building or structure where alcoholic beverages are served or consumed.

The annual fee for such a license shall be $1,950.00.

Current Class 24 License Holders:

Name	**Address**	**Zoning**
Benedict's La Strata (former owner)	40 N. Williams Street	"B-4"

The applicant has submitted all of the necessary paperwork. Fingerprint/background searches are pending.

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

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

The attached Ordinance approves an increase in the number of Class 24 liquor licenses in order to allow the new owner, 40 N Williams, LLC, d/b/a Benedict's La Strata, to continue to operate under a new license. This Ordinance is expressly made subject to the voluntary surrender of the existing liquor license by the former owner of Benedict's La Strata.

Votes Required to Pass:
Simple majority

Ord. No.
File No. 255 L

The City of Crystal Lake

AN ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

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

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

Immediately upon the surrendering of the Class 24 Liquor License issued to Benedict's La Strata, the number of Class 24 Liquor Licenses shall be increased from 0 to 1.

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

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

DATED at Crystal Lake, Illinois, this 7th day of December, 2021.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: December 7, 2021
APPROVED: December 7, 2021

Draft

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Liquor License Ordinance Amendments

Staff Recommendation: Motion to:

1. Adopt an Ordinance allowing for all retail liquor license holders to temporarily make carry-out, curbside delivery and/or home residential deliveries in the original package, of such alcoholic liquor, beer or wine as they may be otherwise authorized to sell in accordance with the license issued to such licensees, until December 31, 2022.

2. Adopt an Ordinance temporarily authorizing license holders authorized to sell mixed drinks/cocktails for consumption on the licensed premises to temporarily make carry-out, curbside delivery and/or home residential deliveries in approved containers through January 3, 2024, as authorized by the Illinois Liquor Control Act.

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

Background:

In response to the hardships faced by restaurants and bars as a result of the COVID-19 pandemic, the City Council and the City's Liquor Control Commissioner previously approved certain temporary authorizations to allow for the expansion of the authority for delivery of alcoholic liquor, not withstanding the Governor's Disaster Proclamations and Executive Orders due to the COVID-19 Pandemic.

Carry-out, Curb-side Delivery and/or Residential Deliveries of Alcoholic Liquor in Original Package
The City's temporary authorization to allow all retail alcoholic liquor license holders to make carry-out, curbside delivery and/or home residential deliveries in the original package, of the liquor they are authorized to sell, will expire on December 31, 2021.

On March 21, 2020, the City's Liquor Control Commissioner issued an authorization which adopted the position taken by the Illinois Liquor Control Commission and allowed delivery and take-out of packaged alcoholic liquor for *all restaurant and bar liquor license holders*, notwithstanding any license restriction which only allowed for on-premises consumption.

In June 2021, the Mayor and City Council adopted an Ordinance allowing for all retail liquor license holders to temporarily make carry-out, curbside delivery and/or home residential deliveries in the original package, of such alcoholic liquor, beer or wine as they may be otherwise authorized to sell in accordance with the license issued to such licensees, until December 31, 2021.

In order to prevent any adverse impact on the City's restaurant and bar establishments that wish to continue carry-out, curb-side delivery and/or residential deliveries of alcoholic liquor in the original package and/or "to go" mixed drinks/cocktails, it is proposed that the City extend this authorization until December 31, 2022. If City liquor license holders wish to deliver beyond December 31, 2022, and do not have a license that includes the sale of packaged alcoholic liquor, they will be required to move to a liquor license category that allows this type of sale.

Carry-out, Curb-side Delivery and/or Residential Deliveries of "To Go" Mixed Drinks/Cocktails

Prior to the restrictions related to the COVID 19 pandemic, restaurants and bars were not allowed to deliver or provide for carry-out of mixed drinks/cocktails. The rational for this prohibition is that it is difficult to seal mixed drinks in a tamperproof container. Last year, the Illinois Liquor Control Commission issued guidance authorizing delivery and take-out of mixed drinks/cocktails, subject to restrictions regarding the sealing of the approved containers that held the mixed drinks/cocktails and further subject to local approval. In June 2021, the City Council adopted an ordinance, which similarly allowed, on a local level, for the delivery and carryout of mixed drink/cocktails.

Effective June 2, 2021, the State of Illinois Legislature passed legislation authorizing delivery and take-out of mixed drinks/cocktails, subject to restrictions regarding the sealing of the approved containers that held the mixed drinks/cocktails and further subject to local approval, which expires on January 3, 2024.

In order to continue to provide assistance to City restaurants and bars, the attached ordinance has been prepared which will authorize the extension of the period for "to go" mixed drinks/cocktails through January 3, 2024, mirroring the legislation adopted by the State of Illinois.

Votes Required to Pass:
Simple majority

Ordinance #:
File #:

ORDINANCE TO ALLOW FOR ALL LIQUOR LICENSE HOLDERS TO TEMPORARILY MAKE CARRY-OUT, CURBSIDE DELIVERY AND/OR OR HOME RESIDENTIAL DELIVERIES IN THE ORIGINAL PACKAGE, OF SUCH ALCOHOLIC LIQUOR, BEER OR WINE AS THEY MAY BE OTHERWISE AUTHORIZED TO SELL IN ACCORDANCE WITH THE LICENSES ISSUED TO SUCH LICENSEES

WHEREAS, pursuant to Executive Order 20-03, Illinois Governor JB Pritzker issued an Executive Order declaring all counties within the State of Illinois a disaster area in order to address the spread of COVID-19; and

WHEREAS, subsequent Executive Orders of the Governor placed restrictions upon businesses that offer on-premises consumption of food or beverages but encouraged such businesses to serve food and beverages for consumption off-premises through curb-side pick-up or delivery; and

WHEREAS, in conjunction with the Executive Orders of the Governor and in recognition of the difficulties experienced by the restaurants and bars and other retail sellers of alcoholic liquor throughout the State, the Illinois Liquor Control Commission ("ILCC"), on March 19, 2020, issued its Guidance authorizing all retail licensees, including on-premises only licensees, to make curb-side and home residential deliveries, of alcoholic liquor in the original packages, subject to the approval of local liquor commissions; and

WHEREAS, on March 21, 2020, an "Authorization by the Liquor Commissioner of the City of Crystal Lake Allowing for the Delivery of Alcoholic Liquor in the Original Package" was issued; and

WHEREAS, on June 1, 2021, the Mayor and City Council enacted Ordinance #7716, which further affirmed the authority of all liquor license holders to temporarily make carry-out

Draft

curbside delivery and/or home residential delivery of such alcoholic liquor beer or wine as they may be otherwise authorized to sell in accordance with the license issued to such licensees; and

WHEREAS, the temporary authorization approved by Ordinance #7716 is scheduled to expire on December 31, 2021; and

WHEREAS, on April 2, 2021 the Illinois legislature adopted PA 101-0668, which provided further regulations pertaining to the delivery of alcoholic liquor by licensed retailers (the "Delivery Statute"). The Delivery Statute will become effective on January 1, 2022;

WHEREAS, the Mayor and City Council desire to enact an ordinance which will extend the temporary authorization set forth in Ordinance #7716 through December 31, 2022.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE THAT:

SECTION ONE. Recitals. The foregoing recitals are incorporated as though fully set forth herein.

SECTION TWO. Temporary Authorization for Delivery of Alcoholic Liquor in the Original Package

1) Holders of retail alcoholic liquor licenses issued by the City of Crystal Lake are temporarily authorized to make carry-out, curb-side delivery and/or home residential deliveries, in the original package, of such alcoholic liquor, beer or wine as they may be otherwise authorized to sell in accordance with the license issued to such licensee. Such sales and deliveries shall only be made to persons who are at least twenty-one (21) years of age and shall comply with the Illinois Liquor Control Act.
2) This authorization provided by this Section 2 shall apply to all retail licensees, notwithstanding any limitation within such license restricting sales to on-premises consumption only.
3) This temporary delivery authorization shall expire on December 31, 2022.

SECTION THREE Effective Date. This Ordinance shall be in full force and effect after Its passage, approval, and publication in pamphlet form in the manner provided by law.

DATED this 7st day of December, 2021

Draft

APPROVED:

_____
Haig Haleblian, MAYOR

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: December 7, 2021
APPROVED: December 7, 2021

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

Draft

Ordinance #:
File #:

ORDINANCE TEMPORARILY AUTHORIZING LICENSE HOLDERS AUTHORIZED TO SELL MIXED DRINKS/COCKTAILS FOR CONSUMPTION ON THE LICENSED PREMISES TO TEMPORARILY MAKE CARRY-OUT, CURBSIDE DELIVERY AND/OR HOME DELIVERIES IN APPROVED CONTAINERS

WHEREAS, pursuant to Executive Order 20-03, Illinois Governor JB Pritzker issued an Executive Order declaring all counties within the State of Illinois a disaster area in order to address the spread of COVID-19; and

WHEREAS, subsequent Executive Orders of the Governor placed restrictions upon businesses that offer on-premises consumption of food or beverages but encouraged such businesses to serve food and beverages for consumption off-premises through curb-side pick-up or delivery; and

WHEREAS, in conjunction with the Executive Orders of the Governor and in recognition of the difficulties experienced by the restaurants and bars and other retail sellers of alcoholic liquor throughout the State, the Illinois Liquor Control Commission ("ILCC"), on March 19, 2020, issued its Guidance authorizing all retail licensees, including on-premises only licensees, to make curb-side and home residential deliveries, of alcoholic liquor in the original packages, subject to the approval of local liquor commissions; and

WHEREAS, on March 21, 2020, an "Authorization by the Liquor Commissioner of the City of Crystal Lake Allowing for the Delivery of Alcoholic Liquor in the Original Package" was issued; and

WHEREAS, on June 2, 2020 the Illinois Public Act 101-0631 was enacted, approving a temporary amendment to the Illinois Liquor Control Act (the "Act") by adding Sec 28.8 to the Act (235 ILCS 5/6-28.8). Section 28.8 provides that it will be repealed one year after its effective date; and

WHEREAS, on June 2, 2020, the ILCC issued an updated Guidance on Temporary Delivery of Alcoholic Liquor which further refined the requirements for the delivery of alcoholic liquor as well

Draft

as a bulletin on the "Sales and Delivery of 'To Go' Mixed Drinks/Cocktails", subject to the approval, prohibition or further restriction by local liquor commissions.

WHEREAS, on June 10, 2020, the City of Crystal Lake Local Liquor Commissioner, issued an Authorization allowing for the delivery of "To Go Mixed Cocktails".

WHEREAS, on June 1, 2021, the Mayor and City Council adopted Ordinance #7717 which temporarily authorized license holders authorized to sell mixed drinks/cocktails for consumption on the premise to make carry-out, curbside delivery and/or home deliveries in approved containers. The temporary authorization provided by Ordinance #7717 is scheduled to expire on December 31, 2021.

WHEREAS, the Mayor and City Council desire to enact an ordinance which will extend the temporary authorization set forth in Ordinance #7717 through January 3, 2024.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE THAT:

SECTION ONE. Recitals. The foregoing recitals are incorporated as though fully set forth herein.

SECTION TWO. Temporary Authorization for Delivery of "To Go" Mixed Drinks/ Cocktails.

1) Holders of retail liquor licenses issued by the City of Crystal Lake, which licenses authorize the sale of mixed drinks/cocktails for consumption on the licensed premises, are temporarily authorized to make carry-out, curb-side delivery and/or home residential deliveries of mixed drinks/cocktails. Such sales and deliveries shall only be made in compliance with Illinois law and only to persons who are at least twenty (21) years of age. Such sales and deliveries shall further comply with the guidelines and/or restrictions set forth in the Illinois Liquor Control Act, including but not limited to 235 ILCS 5/6-28.8 and any guidance or restriction issued by the Illinois Liquor Control Commission.
2) This authorization shall apply to the categories of licenses described in paragraph one (1), herein, notwithstanding any limitation of such licenses restricting sales to on-premises consumption only.
3) This temporary delivery authorization shall expire on January 3, 2024.

SECTION THREE. Effective Date. This Ordinance shall be in full force and effect after its passage, approval, and publication in pamphlet form in the manner provided by law.

Draft

DATED this 7th day of December, 2021

APPROVED:

_____
Haig Haleblian, MAYOR

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: December 7, 2021
APPROVED: December 7, 2021

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

Draft

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: REPORT OF THE PLANNING & ZONING COMMISSION

Request: Unified Development Ordinance (UDO), Article 2, Amendment to allow all cannabis uses (recreational Cannabis Business Establishments [Dispensaries, Craft Growers, Cultivation Centers, Infusers/Processors and Transporters], Medical Cannabis Cultivation Center and Medical Cannabis Dispensaries) as Limited Uses in certain zoning districts, the removal of the limitation on the maximum number of recreational Cannabis Dispensaries (maximum of 2), and a reduction in all required buffers between cannabis uses and protected uses to 250 feet

PZC Recommendation: The Planning and Zoning Commission (PZC) recommended approval of a UDO amendment to reduce the buffers required between cannabis uses and protected uses to 250 feet. The PZC recommended denial of UDO amendments to reclassify cannabis uses as Limited Uses and to remove the limitation on the maximum number of recreational Cannabis Dispensaries.

City Council Discretion: Motion to adopt an Ordinance amending the UDO to allow all cannabis related uses as Limited Uses in the specified zoning districts, removing the restriction on the number of recreational cannabis dispensaries, and reducing the buffer requirements to 250 feet

Staff Contact: Kathryn Cowlin, Director of Community Development
Elizabeth Maxwell, City Planner

Background:

The UDO is a dynamic document and can be periodically updated as the world evolves. In 2009, when the UDO was adopted, it was anticipated that the document would be updated especially as new uses are introduced.

The City amended the UDO to allow medical cannabis dispensaries and cultivation centers in 2014, to allow adult use/recreational cannabis dispensaries in 2019, and to allow other adult use/recreational cannabis business establishments in 2020. Several changes to the original text have been made as the industry and our understanding of its impact has evolved. The latest amendment is to help streamline the process and increase site location opportunities.

There are three components to the proposed text amendment:

Special Use vs. Limited Use
Currently, all cannabis uses are classified as Special Uses in the zoning districts where they are allowed. The proposed changes would change all of the cannabis uses from Special Uses to Limited Uses in the same zoning districts. The current Special Use criteria, which are used to evaluate and approve the uses, would carry over and become Limited Use criteria that staff would use to evaluate and approve uses.

Recreational Cannabis Dispensary Limitation
The amendment would also remove the restriction on the number of adult use/recreational cannabis dispensaries allowed within the City. Currently, the maximum number is 2.

Buffer Distances from Sensitive Uses
The changes would also reduce the buffers required between any cannabis business and any protected/sensitive uses (like schools, daycares, parks, libraries, recovery homes, religious establishments, and residentially zoned properties) to 250 feet. Currently, the buffer requirements are 500 feet, except for a medical cultivation center, for which the buffer requirements are 2,500 feet.

PZC Discussion/Vote:

The PZC split the proposed amendment into three parts for discussion and making recommendations.

- The proposed amendment to the text to allow all cannabis uses as a Limited Use in their current zoning districts. The majority of members preferred that the uses remain as Special Uses so that they would come through the public hearing process.

  The PZC voted to deny the portion of the text amendment changing it from an SUP to LUP. The motion passed 4-3 (which is a denial of the proposed amendment).

- The proposed amendment to remove the restriction on the number of adult use/recreational cannabis dispensaries. The majority of members were not in support of removing the restriction. They preferred the limitation until at least two were approved and then this number could be reevaluated.

  The PZC voted to deny the portion of the text amendment removing the limitation. The motion passed 4-3 (which is a denial of the proposed amendment).

- The proposed amendment to reduce the buffers to 250 feet. The majority of members were in favor of reducing the buffers and hoped that would reduce any need for variations in the future.

  The PZC voted to approve the portion of the text amendment to alter the buffer from 500 feet to 250 feet. Motion passed 5-2.

Votes Required to Pass:

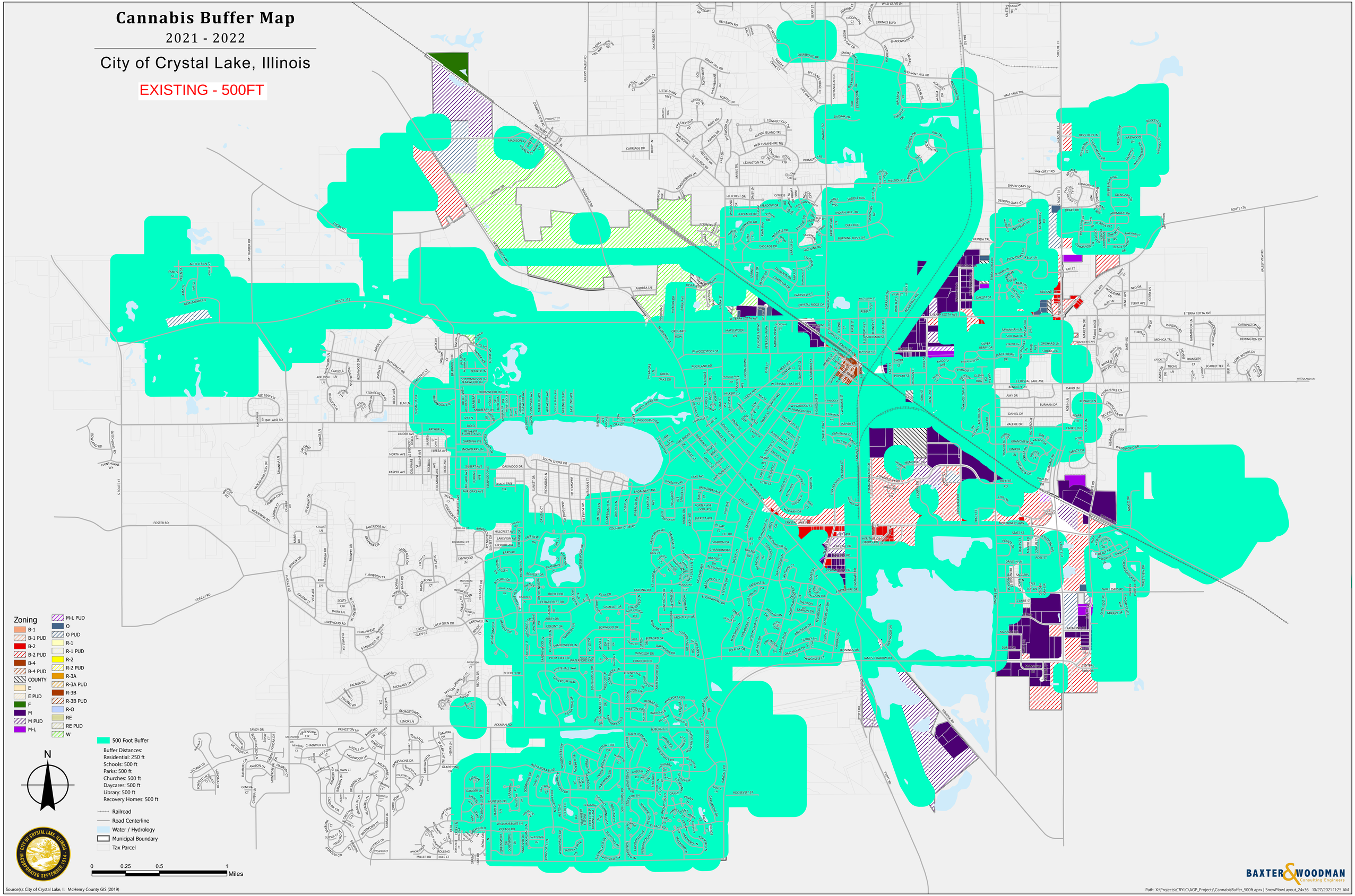
If the City Council choses to approve any or all of the proposed text amendment it would require a simple majority.

Cannabis Buffer Map

2021 - 2022

City of Crystal Lake, Illinois

EXISTING - 500FT



Source(s): City of Crystal Lake, Il. McHenry County GIS (2019)

BAXTER & WOODMAN Consulting Engineers

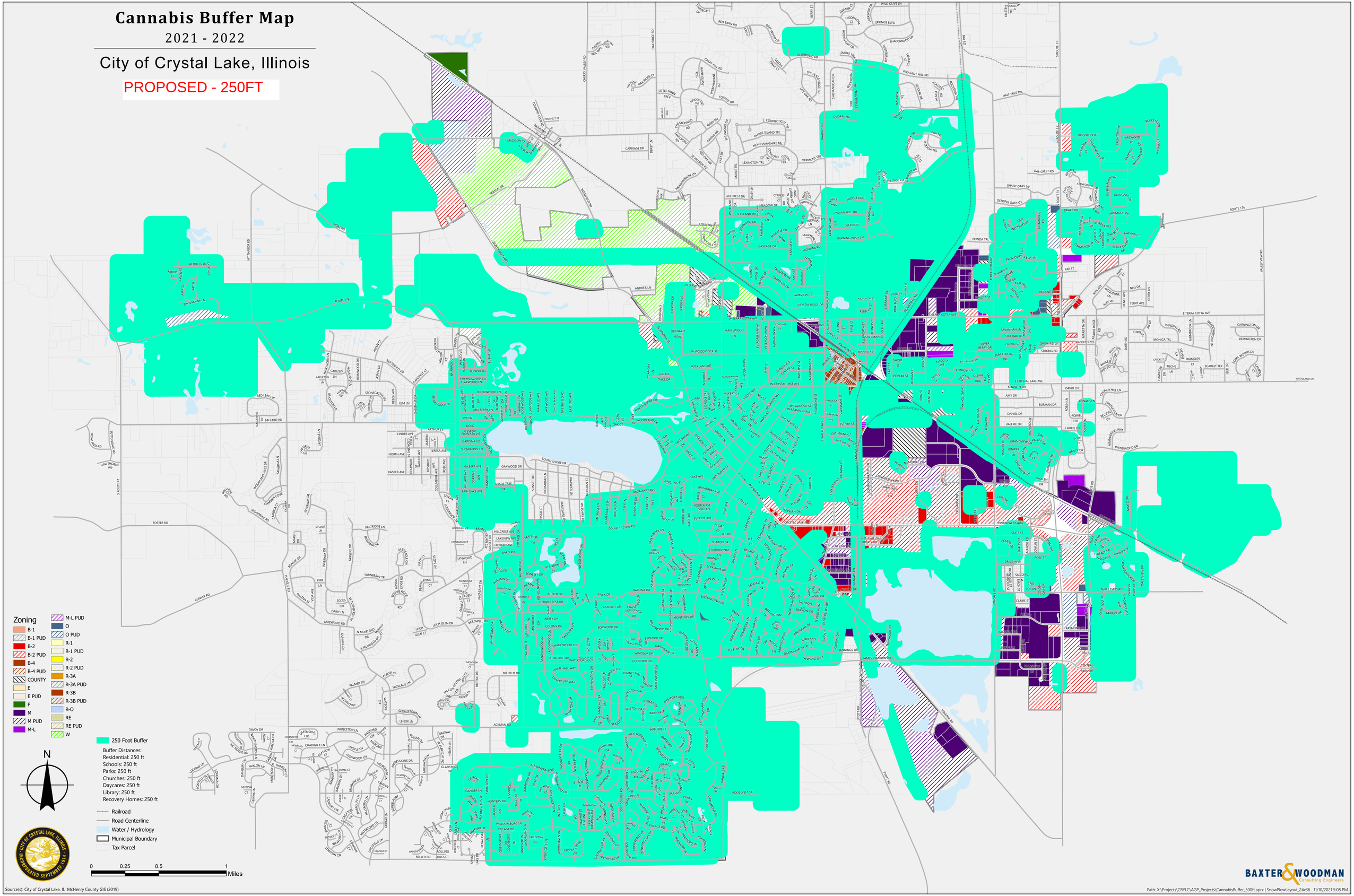
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Cannabis Buffer Map

2021 - 2022

City of Crystal Lake, Illinois

PROPOSED - 250FT



Source(s): City of Crystal Lake, Il. McHenry County GIS (2019)

BAXTER & WOODMAN Consulting Engineers

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Ord. No.
File No.

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

WHEREAS, pursuant to its home rule powers, the Illinois Municipal Code, and other applicable authority, the City is authorized to regulate land uses within the City and does so pursuant to the City's Unified Development Ordinance, set forth as Chapter 650 of the Crystal Lake City Code; and

WHEREAS, from time to time it is appropriate to review, update and modify the Unified Development Ordinance to assure that it appropriately addresses new issues that may arise; and

WHEREAS, a Petition (File #PLN-2021-190) was filed with the City requesting text amendments to Article 2 of the Unified Development Ordinance to: (i) allow Cannabis Business Establishments, including recreational dispensaries, craft growers, cultivation centers, infusers/processors and transporters and Medical Cannabis uses as Limited Uses in certain zoning districts; (ii) to remove the restriction on the number of recreational cannabis dispensaries allowed in the City; and (iii) to reduce all buffer requirements between cannabis business uses and protected uses to 250 feet (collectively, the "*Proposed Amendments*"); and

WHEREAS, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to notice duly published on October 30, 2021 in the Northwest Herald, held a public hearing at 7:00 p.m., on November 17, 2021 at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the Proposed Amendments; and

WHEREAS, on November 17, 2021, 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 Amendments be approved in part, and specifically that the Unified Development Ordinance be amended to reduce the buffers required between cannabis businesses and protected uses to 250 feet; and

WHEREAS, the Mayor and City Council, having considered such recommendation and findings of the Planning and Zoning Commission, the public hearing record and minutes of the Planning and Zoning Commission meeting, and other relevant information, have found and determined that adopting the Proposed Amendments to Article 2 of the Unified Development Ordinance as set forth in this Ordinance, will be in the best interests of the City and its residents;

Draft

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 Section 2-300, "Permitted Uses Table," of Article 2, "Land Use," of the Unified Development Ordinance be amended in part with respect to cannabis business uses to read as follows:

SECTION 2-300 Permitted Uses Table

P = Permitted Use L = Limited Use Permit S = Special Use Permit

		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Industrial	Cannabis Infuser/Processor														L		2-400-77
	Cannabis Transporter														L		2-400-77
Agricultural	Cultivation Center														L	L	2-400-77
	Craft Grower														L	L	2-400-77
Medical Facility	Medical Cannabis Cultivation Center														L	L	2-400-66
	Medical Cannabis Dispensary											L					2-400-67
Miscellaneous Store Retail	Cannabis Dispensary											L					2-400-76

SECTION II: That Section 2-400, "Limited and Special Use Criteria," of Article 2, "Land Use," of the Unified Development Ordinance be amended in part with respect to subsections C.66, C.67, C.76, and C.77 to read as follows:

ARTICLE 2-400 Limited and Special Use Criteria

C. Review criteria for specific uses. The following review criteria for specific uses, to be approved as either limited or special uses are hereby established.

66. Medical cannabis cultivation centers. All medical cannabis cultivation centers must comply with the following standards:

Draft

[Added 6-17-2014 by Ord. No. 7038]

a. Minimum distance from protected uses: No medical cannabis cultivation center shall be established, maintained or operated on any lot that has a property line with 250 feet of the property line of a preexisting public or private preschool or elementary or secondary school or day-care center, day-care home, group day-care home, part-day child-care facility, or an area zoned for residential use.

b. Measurement: For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable medical cannabis cultivation center is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible (as defined in Section 2-400C-66a above).

(No changes to criteria c-k)

67. Medical cannabis dispensary. All cannabis dispensaries must comply with the following standards:

[Added 6-17-2014 by Ord. No. 7038; amended 1-19-2021 by Ord. No. 7691]

a. Minimum required buffer from protected uses:

i. A medical cannabis dispensary may not be located within 250 feet of the property line of a preexisting public or private nursery school, preschool, primary or secondary school, day-care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section.

ii. A medical cannabis dispensary may not be located within 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.

iii. A medical cannabis dispensary may not be located within 250 feet of residentially zoned property.

iv. For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable medical cannabis dispensary is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.

v. Summary of buffer requirements:

Use	Required Buffer (feet)
Schools	250
Childcare	250
Religious establishment	250
Residentially zoned property	250

Draft

Use	Required Buffer (feet)
Parks and open space	250
Library	250
Recovery home	250

(No changes to criteria b-j)

76. Cannabis Dispensary. All cannabis dispensaries must comply with the following standards:

[Added 10-1-2019 by Ord No. 7576]

a. Minimum required buffer from protected uses:
   (i) A Cannabis Dispensary may not be located within 250 feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, day care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.
   (ii) A Cannabis Dispensary may not be located within 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.
   (iii) A Cannabis Dispensary may not be located within 250 feet of residentially zoned property.
   (iv) For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable Cannabis Dispensary is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.

   (v) Summary of Buffer Requirements:

Use	Required Buffer (feet)
Schools	250
Childcare	250
Religious establishment	250
Residentially zoned property	250
Parks and open space	250
Library	250
Recovery home	250

(No changes to criteria b-j)

~~k. Maximum number of cannabis dispensaries: Not more than two cannabis dispensaries shall be authorized to operate within the City at any one time.~~

Draft

77. Other cannabis business establishments. All cannabis business establishments other than a cannabis dispensary must comply with the following standards:

[Added 1-19-2021 by Ord. No. 7691]

a. All activity must take place within an enclosed building including, but not limited to, growing, harvesting, processing, storage, loading and unloading, and product packaging

b. Emission of dust, fumes, vapors, or odors in a manner that impacts neighboring premises or properties or any public property or right-of-way shall be prohibited. To the extent necessary, mechanical equipment shall be installed to eliminate odor leaving the building.

c. Minimum required buffer from protected uses:

   i. The cannabis business establishment may not be located within 250 feet of the property line of a preexisting public or private nursery school, preschool, primary or secondary school, day-care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section.

   ii. The cannabis business establishment may not be located within 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.

   iii. The cannabis business establishment may not be located within 250 feet of residentially zoned property.

   iv. For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable other cannabis business establishment is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.

   v. Summary of buffer requirements:

Use	Required Buffer (feet)
Schools	250
Childcare	250
Religious establishment	250
Residentially zoned property	250
Parks and open space	250
Library	250
Recovery home	250

(No changes to criteria d-g)

Draft

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

SECTION IV: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the approval of the text amendment in accordance with the provisions of this Ordinance, as provided by law.

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

DATED at Crystal Lake, Illinois, this 7th day of December, 2021.

CITY OF CRYSTAL LAKE, an
Illinois Municipal Corporation

By: _____
Haig Haleblian, MAYOR

SEAL

ATTEST:

_____
Nick Kachiroubas, CITY CLERK

PASSED: December 7, 2021
APPROVED: December 7, 2021

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

Draft

#2021-190
City of Crystal Lake
Planning and Zoning Commission Public Hearing

Meeting Date:	November 17, 2021
Suggested Motion:	Make a motion to recommend allowing all cannabis uses (Cannabis Dispensary, Cannabis Business Establishments [Craft Growers, Cultivation Centers, Infusers/Processors, and Transporters], Medical Cannabis Cultivation Center and Medical Cannabis Dispensaries) as Limited Uses, the removal of the limitation to only allow 2 dispensaries at any one time and a reduction in the buffers from 500 feet to 250 feet.
Staff Contact:	Elizabeth Maxwell, 815-356-3605

Background:

- June 2019, the Cannabis Regulation and Tax Act was signed into law.
- Among its many provisions, the Act provides flexibility to a community in allowing various cannabis businesses, including retail dispensaries, in its jurisdiction.
- The City Council adopted an Ordinance on October 1, 2019, which allowed a Cannabis Dispensary as a Special Use in the B-2 zoning district.
- The City Council adopted an Ordinance on January 19, 2021, which allowed recreational cannabis infuser/processors, transporters, cultivation centers, and craft growers as Special Uses in the Manufacturing zoning district. Cultivation centers and craft growers were also allowed as Special Uses in the Watershed zoning district. The Ordinance also amended the zoning districts and performance standards for medical cannabis uses to mirror the recreational cannabis uses.

Proposed Amendment:

- The proposed text amendment would allow recreational Cannabis Dispensaries, other recreational Cannabis Business Establishments (cultivation centers, craft growers, infuser/processors, and transporters), Medical Cannabis Dispensaries and Medical Cannabis Cultivation Centers as Limited Uses within certain zoning districts in the City, as listed in the table below. All of these cannabis uses are currently allowed as Special Uses within the same zoning districts.
- The proposed text amendment would reduce the distance of required buffers between cannabis uses and certain sensitive uses. In most cases, the UDO currently requires buffers

of 500 feet between cannabis businesses and sensitive uses.[1] All buffer distances would be reduced to 250 feet.

- A review criterion limiting the number of permits available for Cannabis Dispensaries could also be eliminated.
- Below are the proposed changes to the Land Use Table and Limited Use criteria; see strikethrough language below.

ARTICLE 2-300

P = Permitted Use L = Limited Use Permit S = Special Use Permit

		F	E	RE	R-1	R-2	R-3A	R-3B	R-O	O	B-1	B-2	B-4	M-L	M	W	Use Criteria
Industrial	Cannabis Infuser/Processor														~~S~~ L		2-400-77
	Cannabis Transporter														~~S~~ L		2-400-77
Agricultural	Cultivation Center														~~S~~ L	~~S~~ L	2-400-77
	Craft Grower														~~S~~ L	~~S~~ L	2-400-77
Medical Facility	Medical Cannabis Cultivation Center														~~S~~ L	~~S~~ L	2-400-66
	Medical Cannabis Dispensary											~~S~~ L					2-400-67
Miscellaneous Store Retail	Cannabis Dispensary											~~S~~ L					2-400-76

ARTICLE 2-400 C

66. Medical cannabis cultivation centers. All medical cannabis cultivation centers must comply with the following standards:

[Added 6-17-2014 by Ord. No. 7038]

a. Minimum distance from protected uses: No medical cannabis cultivation center shall be established, maintained or operated on any lot that has a property line with ~~2,500~~ 250 feet of

[1] The UDO currently requires a 2,500 foot buffer between medical cannabis cultivation centers and certain sensitive uses.

the property line of a preexisting public or private preschool or elementary or secondary school or day-care center, day-care home, group day-care home, part-day child-care facility, or an area zoned for residential use.

b. Measurement: ~~For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property line of the lot on which an applicable cultivation center is located to the nearest point on a property line of any protected use (as defined in Section 2-400C-66a above).~~ For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable medical cannabis cultivation center is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible (as defined in Section 2-400C-66a above).

(No changes to criteria c-k)

67. Medical cannabis dispensary. All cannabis dispensaries must comply with the following standards:

[Added 6-17-2014 by Ord. No. 7038; amended 1-19-2021 by Ord. No. 7691]

a. Minimum required buffer from protected uses:

i. A medical cannabis dispensary may not be located within ~~500~~ 250 feet of the property line of a preexisting public or private nursery school, preschool, primary or secondary school, day-care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section.

ii. A medical cannabis dispensary may not be located within ~~500~~ 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.

iii. A medical cannabis dispensary may not be located within 250 feet of residentially zoned property.

iv. For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable medical cannabis dispensary is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.

v. Summary of buffer requirements:

Use	Required Buffer (feet)
Schools	~~500~~ 250
Childcare	~~500~~ 250
Religious establishment	~~500~~ 250
Residentially zoned property	250

Use	Required Buffer (feet)
Parks and open space	~~500~~ 250
Library	~~500~~ 250
Recovery home	~~500~~ 250

(No changes to criteria b-j)

76. Cannabis Dispensary. All cannabis dispensaries must comply with the following standards:

[Added 10-1-2019 by Ord No. 7576]

a. Minimum required buffer from protected uses:

(i) A Cannabis Dispensary may not be located within ~~500~~ 250 feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, day care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.

(ii) A Cannabis Dispensary may not be located within ~~500~~ 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.

(iii) A Cannabis Dispensary may not be located within 250 feet of residentially zoned property.

(iv) For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable Cannabis Dispensary is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.

(v) Summary of Buffer Requirements:

Use	Required Buffer (feet)
Schools	~~500~~ 250
Childcare	~~500~~ 250
Religious establishment	~~500~~ 250
Residentially zoned property	250
Parks and open space	~~500~~ 250
Library	~~500~~ 250
Recovery home	~~500~~ 250

(No changes to criteria b-j)

~~k. Maximum number of cannabis dispensaries: Not more than two cannabis dispensaries shall be authorized to operate within the City at any one time.~~

~~[Added 5-19-2020 by Ord. No. 7621]~~

77. Other cannabis business establishments. All cannabis business establishments other than a cannabis dispensary must comply with the following standards:
[Added 1-19-2021 by Ord. No. 7691]

a. All activity must take place within an enclosed building including, but not limited to, growing, harvesting, processing, storage, loading and unloading, and product packaging
b. Emission of dust, fumes, vapors, or odors in a manner that impacts neighboring premises or properties or any public property or right-of-way shall be prohibited. To the extent necessary, mechanical equipment shall be installed to eliminate odor leaving the building.
c. Minimum required buffer from protected uses:
    i. The cannabis business establishment may not be located within ~~500~~ 250 feet of the property line of a preexisting public or private nursery school, preschool, primary or secondary school, day-care center, or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this section.
    ii. The cannabis business establishment may not be located within ~~500~~ 250 feet of the property line of an existing religious establishment, parks and open space, library, or recovery home.
    iii. The cannabis business establishment may not be located within ~~500~~ 250 feet of residentially zoned property.
    iv. For the purposes of this section, distances shall be measured in a straight line, without regard to intervening structures or objects, from the nearest point on the property of the lot on which an applicable other cannabis business establishment is located to the nearest point on a property line of any protected use. For occupancy purposes, if a portion of the buffer touches the property, it does not exclude the entire property. If a portion of the building is in the buffer, the entire building would be considered in the buffer and not eligible.
    v. Summary of buffer requirements:

Use	Required Buffer (feet)
Schools	~~500~~ 250
Childcare	~~500~~ 250
Religious establishment	~~500~~ 250
Residentially zoned property	~~500~~ 250
Parks and open space	~~500~~ 250
Library	~~500~~ 250

Use	Required Buffer (feet)
Recovery home	~~500~~ 250

(No changes to criteria d-g)

Discussion:

- The City has recently received several inquiries from cannabis dispensaries now that additional State licenses have been released.
- Due to the demand, staff has analyzed the available spaces outside of the buffers and found they are limited. A reduction in the buffers will free up more opportunities for dispensaries.
- In addition, since the State reviews and issues licenses for all cannabis businesses and operators, the Special Use Permit seems burdensome and provided an establishment can meet the criteria it could be processed as a Limited Use. Limited use Permits are reviewed and approved by City staff, as long as the review criteria can be met. If a criterion cannot be met, the petitioner would have the opportunity to request a Special Use Permit be reviewed by the Planning and Zoning Commission and City Council.
- Removal of the limitation on a maximum of two dispensaries at any one time will allow the market to dictate the demand for these uses.
- As a comparison, liquor stores and drinking establishments are only required to be 100 feet from residentially zoned property, church, school other than an institution of higher learning, hospital, homes for aged, indigent persons, veterans, their wives or children, or any military or naval station.

Recommendation:

Make a motion to recommend:

(i) Allowing all cannabis uses (Cannabis Dispensary, Cannabis Business Establishments [Craft Growers, Cultivation Centers, Infusers/Processors, and Transporters], Medical Cannabis Cultivation Center and Medical Cannabis Dispensaries) as Limited Uses in their respective zoning districts.

(ii) Removal of the limitation to only allow two dispensaries at any one time.

(iii) Reduction of the buffer distances required between all cannabis uses and enumerated sensitive uses to 250 feet.

CRYSTAL LAKE PLANNING AND ZONING COMMISSION
WEDNESDAY, NOVEMBER 17, 2021
HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS

The meeting was called to order by Mr. Greenman at 7:00 p.m.

Mr. Greenman called the meeting to order. On roll call, members Atkinson, Gronow, Jouron, Repholz, Skluzacek, Teetsov, and Greenman were present.

Kathryn Cowlin, Director of Community Development, Elizabeth Maxwell, City Planner, and Katie Rivard, Assistant City Planner were present from Staff.

Mr. Greenman said this meeting is being recorded for broadcast and future playback on the City's cable channel. He led the group in the Pledge of Allegiance.

APPROVE MINUTES OF THE NOVEMBER 3, 2021 PLANNING AND ZONING COMMISSION MEETING

Mr. Jouron moved to approve the minutes from the November 3, 2021 regular Planning and Zoning Commission meeting as presented. Mr. Atkinson seconded the motion. On roll call, members Atkinson, Gronow, Jouron, Repholz, Teetsov, Skluzacek and Greenman voted aye. Motion passed.

2021-190 UDO TEXT AMENDMENT – CANNABIS USES – PUBLIC HEARING

Amendment to the Unified Development Ordinance recommending all cannabis uses (Cannabis Dispensary, Cannabis Business Establishments [Craft Growers, Cultivation Centers, Infusers/Processors, and Transporters], Medical Cannabis Cultivation Center and Medical Cannabis Dispensaries) as Limited Uses, the removal of the limitation to only allow two dispensaries at any one time and a reduction in the buffers from 500 feet to 250 feet.

The City Planner presented some background information on the cannabis state licensing and the proposed text amendment changes.

The Chairman requested that the proposed text amendment discussion be broken out by each sub-portion; the request to change it from a Special Use to a Limited Use, the elimination of the maximum number of recreational dispensaries, and the reduction of the buffers to 250 feet.

The Chairman opened the public hearing. There was no one in the public wishing to speak on the agenda item. The public hearing was closed.

Mr. Skluzacek asked how the buffer is measured. Staff confirmed it is measured from the property lines of the identified protected uses and if a building is outside the buffer it is ok for the use to locate there.

Ms. Teetsov asked why the changes were proposed and if it was just to streamline the process. Staff confirmed it was to help reduce time and costs associated with the public hearing process.

Mr. Skluzacek said he was okay with making it a Limited Use Permit.

Ms. Repholz preferred that the process remain the same and kept as a Special Use Permit.

Mr. Gronow asked about the criteria for approval. Staff confirmed that the current Special Use criteria would become the Limited Use criteria. If the criteria could not be met it would cause it to become a Special Use and come before the Planning and Zoning Commission and City Council.

Ms. Teetsov preferred that it remain a Special Use Permit so that the petitioner can come before them and share their business model and they can learn a bit more about the operation.

Mr. Atkinson was not in favor of making it a Limited Use Permit. All of these proposed changes are interrelated and they will make it easier to open a cannabis based business.

Mr. Jouron wanted the Special Use Permit so that the public can have input.

Mr. Greenman stated that if the criteria are the same then if it meets the standards this commission would be approving it anyway, so it really would not change the impact if staff was approving it or if the commission was approving it.

Ms. Repholz said that this industry was still new and felt they should have as much discovery and discussion as possible.

Mr. Gronow noted that the last petition for the dispensary would have become a Special Use anyway because it did not meet the buffer requirement.

Mr. Greenman introduced the next topic of eliminating the maximum number of dispensaries at any one time.

Mr. Atkinson said the number seems fine now and it makes sense to leave it at two until the City actually gets two, then evaluate the number.

Mr. Jouron asked about the limits on the licensing. Staff confirmed that the State issues only a certain number of licenses for the areas.

Ms. Teetsov wanted the number to remain at two.

Mr. Gronow asked how many inquiries the City is receiving. Staff stated that after the last batch of licenses was issued by the State the City received several calls, with three or four being serious inquiries. There have also been a few calls from the other businesses types including growers and infusers.

Ms. Repholz asked if consumption was allowed on site. Staff confirmed no public consumption and no cannabis cafes or lounges are permitted in the City.

Mr. Skluzacek asked for clarification on which uses were limited. Staff explained that only recreational cannabis dispensary is limited to two.

Mr. Jouron wondered if more dispensaries would help reduce the costs of the product for consumers since more supply would reduce demand and should lower the prices.

Mr. Greenman introduced the final question about the reduction of the buffers.

Mr. Jouron was okay with reducing the buffers to 250 feet, but then did not want to see any petitioners come forward and ask for variations from that buffer.

Mr. Atkinson reiterated that all these components tie together. There was a reason the buffer was set at 500 feet so they should leave it.

Ms. Teetsov said the 500 feet seems reasonable.

Mr. Gronow said the 500 feet seems too much, but that the 250 feet seems too little. It looks like most municipalities are more than 250 feet.

Mr. Skluzacek was okay with the 250 feet, but agreed they should not reduce it below that with variations.

Ms. Repholz liked the comparison chart of how Crystal Lake would compare with other municipalities. She asked staff to ballpark how many more sites would open. Staff guessed it would go from three or four locations to maybe seven or eight. She thought it could be hundreds so that was good to know that there are still limited spaces so the City would not be inundated with these uses.

Mr. Greenman said there appears to be a bit more consensus on this portion of the text amendment.

Ms. Repholz asked if the City ever undertook a community survey to get the feedback from the residents. Staff stated that the public meetings and hearings were held, but no individual survey was sent out.

Ms. Teetsov said it would be interesting to survey the other municipalities on what zoning regulations are working well and which are not working.

Mr. Greenman asked if they could adopt new language similar to best practices like what the recent petitioner explained about limiting the number of customers, having security, limiting traffic circulation, etc. Staff cautioned the commission that these items were out of the zoning ordinance authority and were more of a licensing restriction, which the City did not have authority to impose.

Ms. Repholz made a motion to deny the portion of the text amendment changing it from an SUP to LUP. Mr. Atkinson seconded the motion, on roll call members Atkinson, Jouron, Repholz and Teetsov voted aye. Members Gronow, Skluzacek, and Greenman voted no. Motion passed 4-3 to remain an SUP.

Mr. Atkinson make a motion to deny the portion of the text amendment removing the limitation. Mr. Jouron seconded the motion. On roll call members Atkinson, Jouron, Repholz, and Teetsov voted aye. Members Gronow, Skluzacek, and Greenman voted no. Motion passed 4-3 to keep the limit of two dispensaries.

Ms. Repholz make a motion to approve the portion of the text amendment to alter the buffer from 500 feet to 250 feet for all uses. Mr. Skluzacek seconded the motion. On roll call members Jouron, Gronow, Repholz, Skluzacek, and Greenman voted aye. Members Atkinson and Teetsov voted no. Motion passed 5-2.

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Purchase of Replacement Taser Equipment

Council Discretion: Motion to adopt a Resolution approving and authorizing the City Manager to execute an agreement with Axon Enterprises Inc. for the purchase of twenty one (21) replacement Tasers and Taser equipment in the amount of $31,500.00.

Staff Contact: James Black, Chief of Police

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 may only be localized pain or strong involuntary long muscle contractions, based on the mode of use and connectivity of the device. This expenditure has been approved in the Police Department capital budget by the City Council for Fiscal Year 21/22.

Evaluation:

The Police Department currently owns 55 Tasers for use by Police Department staff. Each Taser maintains a five-year warranty. Due to the significant cost of this equipment, the Police Department has spread the replacement costs to replace all of the Tasers over a three-year budget cycle. This purchase is the second of a three-year planned cycle for replacement of the Department's current Axon Enterprise Tasers. This purchase will replace twenty one Axon Tasers purchased in 2016, which are currently out of warranty. Based on the product warranty, the Police Department has always planned a five-year replacement cycle for this equipment. 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.

Recommendation:

Staff recommends the purchase of twenty one (21) X26P Tasers and equipment from Axon Enterprises Incorporated to replace current X26P units at a total cost of $31,500.00. Funds have been appropriated for this purchase.

Votes Required to Pass:

Simple majority vote of the City Council.

Res. 21R-__

R E S O L U T I O N

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a purchase agreement between the CITY OF CRYSTAL LAKE and Axon Enterprise Incorporated for Tasers and Taser equipment in the amount of $31,500.00.

DATED this 7th day of December, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: December 7th, 2021
APPROVED: December 7th, 2021

Draft

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Midwestern Higher Education Compact Cooperative Purchasing Program for Desktop and Laptop Computers

Staff Recommendation: Motion to adopt a Resolution authorizing the City Manager to execute an agreement with Dell, Inc., for the purchase of forty (40) computer desktops, laptops and monitors in the amount of $42,408.07 through the Midwestern Higher Education Compact Cooperative Purchasing Program.

Staff Contact: Greg Fettes, Director of Information Technology

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Background:

As the City Council may recall, City Staff has annually recommended the replacement of a certain number of employee desktop computers based on the unit's age and performance. Every year, as a part of the budget preparation process, Information Technology staff review the City's inventory of data processing equipment, in concert with long-term planning for equipment replacement, to determine the necessity for replacements during the next Fiscal Year. As a part of this review, age of the equipment, what role the equipment plays in the organization, and the types of repair orders received over the course of the unit's lifetime are all taken into consideration.

The typical replacement cycle for corporate desktop machines that are in continuous use is generally every four (4) to five (5) years. As a computer ages, particularly machines that are in continuous use, their electronic components deteriorate. The most noticeable result of this deterioration is a marked increase in component failures and a significant slowdown in the performance of the machine. As machines become slower and must be taken out of service more often for repairs, a significant impact on employee productivity can result. Monitor replacement is recommended, in addition to the computer, because of the loss of clarity and brightness due to heavy daily usage, which often results in difficulty for employees viewing the information on their screens. The advent of computer aided design, plan review and GIS mapping, as well as the higher screen resolutions required by modern programs and websites, supports the maintenance of monitors with good clarity and brightness. The City does maintain many monitors after

replacement to utilize in replacing monitors that have failed or to provide for computers in some locations that may need a second monitor attached or to replace a failed monitor that is no longer covered by warranty.

The City's Capital Improvement Plan (CIP), as presented as part of the 2021-2022 Budget, outlines the gradual replacement of the City's approximately 165 desktop computers. The CIP recommends that the City annually replace between 39 - 45 computers over the next five years. As a part of the FY2021-2022 budget, a total of forty (40) new and replacement desktop machines were identified. Most of the machines identified for replacement have already reached or will reach an age of at least five (5) years by the time they are replaced.

The Midwestern Higher Education Compact Cooperative Purchasing program has awarded a competitive RFP to Dell, Inc. for desktop and laptop computers. This Cooperative has been used in previous years and has provided very competitive pricing and excellent service from purchases directly through Dell. The average price offered through this contract of approximately $772.81 per desktop unit and $221.07 per monitor is well below the retail price (approximately 39% off the retail price) and is below the price of desktops machines purchased through the State Joint Purchase program.

The City has had significant experience with Dell hardware, both through desktop and laptop purchases in the past, as well as higher end server purchases for many years. We have been satisfied with the quality of the hardware Dell produces.

Sufficient funding is available in the FY2021-2022 budget for this project.

Recommendation:

It is the recommendation of Information Technology to purchase forty (40) computer desktops, laptops and monitors from Dell, Inc., in the amount of $42,408.07 through the Midwestern Higher Education Compact Cooperative Purchasing Program.

Votes Required to Pass:

Simple Majority

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City is authorized to participate in the Midwestern Higher Education Compact Cooperative Purchasing Program and that the City Manager is authorized to execute a contract with Dell, Inc., for the purchase of forty (40) computer desktops, laptops and monitors in the amount of $42,408.07, from the Midwestern Higher Education Compact Cooperative Purchasing Program.

DATED this 7th day of December, 2021.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Haig Haleblian, Mayor

SEAL

ATTEST:

_____

Nick Kachiroubas, City Clerk

PASSED: December 7, 2021
APPROVED: December 7, 2021

Draft

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Bid Award - Water Treatment Chemicals

Staff Recommendation: 1) Motion to award the contract to the lowest responsive and responsible bidder for Liquid Hydrofluosilicic Acid and Chlorine Gas to Alexander Chemical Corporation and adopt a Resolution authorizing the City Manager to execute a one-year contract with Alexander Chemical Corporation in the submitted bid amount.

2) Motion to award the contract to the lowest responsive and responsible bidder for Ortho Poly Phosphate to Carus LLC and adopt a Resolution authorizing the City Manager to execute a one-year contract with Carus LLC, in the submitted bid amount.

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

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Background:
The City of Crystal Lake annually requests bids for chemicals used in the water treatment process. These chemicals are used at the City's five water treatment plants to comply with drinking water standards set by the Illinois Environmental Protection Agency (IEPA).

On November 12, 2021, the City of Crystal Lake publicly opened and read aloud the bids received for purchasing water treatment chemicals. Prices were requested for two years. The following is a breakdown of the bids received:

	Alexander	Carus LLC	Shannon
Base Year 2022			
Liquid Hydrofluosilicic Acid (Gal.)	√$13.42	No Bid	No Bid
Ortho Poly Phosphate (Gal.)	No Bid	√$8.094	$17.37
Chlorine Gas (Lb.)	√$0.869	No Bid	No Bid

√ Indicates recommended lowest responsible, responsive bidder.

For comparison purposes, the 2021 unit prices (current contracts) are listed below:

	2021 Price
Liquid Hydrofluosilicic Acid (Gal.)	$3.29
Ortho Poly Phosphate (Gal.)	$4.674
Chlorine Gas (Lb.)	$0.31

Due to supply chain issues and volatile pricing, only one vendor provided bids beyond one year. In addition, several vendors did not bid on all the chemicals citing the current volatile market for materials and difficulty estimating prices and committing to supply. Because of the increase in pricing, staff will request an increase for the FY2022/2023 Budget for these commodities. Staff will also reassess market pricing in 6 months. Current funds from FY2021/2022 Budget will cover these chemical expenses for the remainder of the fiscal year.

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 worked with these vendors previously. It is staff's recommendation to award a one-year contract to Alexander Chemical Corporation for Liquid Hydrofluosilicic Acid and Chlorine Gas, and award a one-year contract to Carus LLC for Ortho Poly Phosphate in the submitted bid amounts.

Votes Required to Pass:

Simple Majority

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE is required by the IEPA to adequately treat drinking water through the use of chemicals, and

WHEREAS the CITY OF CRYSTAL LAKE received and publicly opened bids for Water Treatment Chemicals on November 12, 2021; and

WHEREAS the lowest responsive and responsible bidder for Liquid Hydrofluosilicic Acid and Chlorine Gas was Alexander Chemical Corporation; and

WHEREAS the lowest responsive and responsible bidder for Ortho Poly Phosphate was Carus LLC.

NOW THEREFORE BE IT RESOLVED BY THE 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 one-year contract between the CITY OF CRYSTAL LAKE and Alexander Chemical Corporation for the purchase and delivery of Liquid Hydrofluosilicic Acid and Chlorine Gas in the amount bid; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute a one-year contract between the CITY OF CRYSTAL LAKE and Carus LLC for the purchase and delivery of Ortho Poly Phosphate in the amount bid.

DATED this 7th day of December, 2021.

Draft

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: December 7, 2021
APPROVED: December 7, 2021

Draft

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date:	December 7, 2021
Item:	Bid Award – Supplemental On-Call Snow Removal and Salting Services
Staff Recommendation:	Motion to award the bid for supplemental, on-call snow removal and salting services to the lowest responsible, responsive bidder, Greve Construction, Inc., and adopt a Resolution authorizing the City Manager to execute a one-year contract for the 2021/2022 snow season with Greve Construction, Inc. in the submitted bid amounts, with the option to extend the contract for up to two additional years.
Staff Contact:	Michael Magnuson, P.E., Director of Public Works and Engineering

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Background:
Annually, the City contracts with an outside vendor to ensure that during heavy snow and ice events, the downtown parking lots and streets can be cleared while City crews are concentrating on the majority of City streets. The contract also provides assurances that in major events, or emergencies, additional resources can be called upon to supplement City crews in clearing streets.

The outsourcing of these snowplowing services is an important component of the Public Works Department's snow-fighting plan. Many of the parking lots plowed are commuter lots and the window of opportunity for plowing these lots, when no cars are present, is the very early morning hours. By outsourcing this service during heavy snow events, uninterrupted plowing and salting roadway routes can remain the Public Works Department's top priority, while still clearing snow from commuter and other City-owned parking lots and parking areas.

The contract includes a monthly staging fee for vendor equipment (loaders with snow pushers) to ensure supplemental equipment is on site and available if needed. Due to the unpredictable nature of winter weather, the vendor's utilization will be event specific. Funds have been budgeted based on historical data and usage of the outside vendor. The contract extends from December through April.

City staff sent the bid packet to over ten vendors and posted to the City online bidding system. On November 22, 2021, the City of Crystal Lake publicly opened and read aloud the one bid received for snow and ice control services.

Here is a breakdown of the bid received for the 2021/2022 season:

	√**Greve Construction, Inc. Huntley, IL**
Lump Sum Cost per event	$8,000
Hourly Rate when needed	$200/hour
Staging Fee per month	$6,000

√ *Indicates the lowest responsible and responsive bidder*

The cost of contracting out these services is less than hiring multiple, full time City staff and renting additional equipment to duplicate the contracted services. Therefore, contracting supplemental snow and ice control services is the most cost-effective option.

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. It is staff's recommendation to award the 2021/2022 season Snow Removal and Salting Services bid to the lowest responsible, responsive bidder, Greve Construction, Inc., in the submitted bid amounts for one-year with the option to extend the contract for up to two additional years. The City has previously worked with this vendor and had successful results. Funds have been budgeted for these services.

Votes Required to Pass:

Simple Majority

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE is responsible for snow and ice control efforts and, at times, supplemental services are needed; and

WHEREAS the CITY OF CRYSTAL LAKE received and publicly opened bids for Supplemental On-Call Snow and Ice Removal Services on November 22, 2021; and

WHEREAS the lowest responsive and responsible bidder is Greve Construction, Inc., Huntley, IL.

NOW THEREFORE BE IT RESOLVED BY THE 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 one-year contract between the CITY OF CRYSTAL LAKE and Greve Construction, Inc. for Snow Removal and Salting Services in the amounts bid with an option for two additional one-year extensions.

DATED this 7th day of December, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

Draft

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: December 7, 2021
APPROVED: December 7, 2021

Draft

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Bid Award – Well 16 Maintenance and Rehabilitation

Staff Recommendation: Motion to award the contract for maintenance and rehabilitation work on Well 16 to the lowest responsive, responsible bidder, Municipal Well & Pump, and adopt a Resolution authorizing the City Manager to execute a contract with Municipal Well & Pump in the amount of $362,409.00 with a 10% contingency for unforeseen expenses and approve warranted completion date extensions.

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

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Background:
The City's system of deep and shallow wells pumps water 24/7, 365 days a year. All of the wells in Crystal Lake obtain their source water from geologic layers consisting of sand and gravel (shallow wells) or glacial sandstone (deep wells). The fine sand present in both of these deposits damages the pumping equipment over time, which results in the need to rehabilitate or replace components. Sand in our source water is a continual operating challenge for the City that is managed daily by staff. Public Works staff monitors well performance throughout the year and each year contracts out well rehabilitation work based on a review of well operations and production.

The past two well rehabilitation projects have taken an extended period of time to complete due to supply chain issues. As a result, Public Works is now adopting a more proactive approach and moving up the bidding of well rehabilitation projects realizing that it could take 8-10 months or longer for contractors to obtain parts and materials and rebuild equipment. Well 16 pumps water from a deep glacial sandstone formation. It is one of four deep wells that is relied upon to produce large volumes of water. The rehabilitation project will include replacement of the pump and motor which have long lead times to procure. This rehabilitation work will ensure the well operating properly in the future. The well was last bid for rehabilitation in 2019 and put back in service in 2020. Well 16 typically requires rehabilitation every 2-3 years based on use.
On November 22, 2021, the City of Crystal Lake publicly opened and read aloud the bids received to perform maintenance and rehabilitation work to Well 16 located at Water Treatment Plant 5 (8701 Bard Road).

The following table includes base bid pricing for the Well 16 project:

Bidder	Total Base Bid
√Municipal Well& Pump Waupun, WI	$362,409.00
Water Well Solutions Elburn, IL	$362,772.00
Great Lakes Water Resources Joliet, IL	$368,220.00

√ Indicates the lowest responsive and responsible bidder

The bid specifications also included alternate bid items for additional optional work. Based on a review of the base bid prices, City staff is not recommending any of the alternate bid work.

The existing pump and motor will be kept as spare equipment and may be rebuilt in the future depending on the condition. The bid pricing includes unit costs for several work items. The exact type and extent of work required will be determined after the well has been pulled.

- pulling existing pumping equipment from well;
- performing a complete inspection of all existing pumping components;
- TV survey of existing well;
- rehabilitating the well as required (this includes bailing of sand/debris from the bottom of the well);
- installing all pumping equipment;
- providing and installing temporary discharge line for pump testing/start up; and
- testing of installed pump and motor

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Municipal Well & Pump has submitted the lowest responsive and responsible bid per the specifications stated in the bid document and based on a typical scenario and anticipated repairs needed. The Public Works Department staff has worked with Municipal Well & Pump and received satisfactory results. Therefore, it is the recommendation of staff to award the contract to the lowest responsive, responsible bidder, Municipal Well & Pump to perform the work on Well 16, in accordance with the terms and conditions of the bid document.

There are FY2021/2022 budget funds available for this project. Since this project may extend into spring of 2022, funds will also be proposed in the FY 2022/2023 budget to complete the project.

Votes Required to Pass:

Simple Majority

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE has identified the need to rehabilitate Well 16 to ensure an adequate supply of potable water to the public; and

WHEREAS the CITY received and publicly opened bids for the rehabilitation of Well 16 on November 22, 2021; and

WHEREAS the lowest responsive and responsible bidder is Municipal Well & Pump, Waupun WI.

NOW THEREFORE BE IT RESOLVED BY THE 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 the City Manager is authorized to execute a contract between the CITY OF CRYSTAL LAKE and Municipal Well & Pump for the Well 16 Maintenance & Rehabilitation in the amount of $362,409.00; and

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

Draft

DATED this 7th day of December, 2021.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Kachiroubas, CITY CLERK

PASSED: December 7, 2021
APPROVED: December 7, 2021

Draft

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Ordinance Authorizing the City of Crystal Lake to borrow funds from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan Program for New Deep Well 19 and transmission main

Staff Recommendation: A motion adopting an Ordinance Authorizing the City of Crystal Lake to borrow funds from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan Program

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

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Background:

In order to help meet future water demands the City has been working for several years on the engineering to construct a new deep well on City property adjacent to the existing wastewater treatment plant offices on Dartmoor Drive. The raw water will be piped from this well to Water Treatment Plant 2 on Highland Avenue. The Water Treatment Plant 2 project, currently under construction, has been designed to treat the additional water flow from the new deep well. The estimated cost of the total project is $7,500,000, which includes a 10% contingency and construction engineering.

The preliminary engineering and required IEPA Project Plan was budgeted previously and has been completed (2018-2020). The Project Plan process included a Public Hearing. Final Engineering, budgeted for in 2021, is underway.

The next step in the overall process is to apply for a low interest IEPA loan. The IEPA program funds both water and wastewater projects. The City recently used WPCLP funds for the rehabilitation of Water Treatment Plant 2. The application process starts with approval of the attached ordinance. The ordinance also authorizes the Mayor to execute a loan agreement (including related documents such as the attached proposed schedule form) with the IEPA and authorizes the Director of Public Works to submit the loan application. The loan will be repaid

from revenues (user fees) of the system over a twenty-year period. The loan is not a general obligation of the City. The advantage of the IEPA loan program versus traditional bonds is the lower interest rate. The current IEPA loan rate is 1.11%.

Following the approval of the Ordinance, the City will submit the Ordinance and additional application information to the IEPA. While the IEPA is reviewing and processing the application, Public Works will be working on completing the engineering, acquiring easements and preparing the project for bid. Based on current IEPA review times, it is anticipated that construction would not start until late 2022 at the earliest. Funds for the construction will be budgeted in FY 2022/2023. This project is contingent upon receiving the IEPA loan.

Recommendation

It is staff's recommendation to adopt an Ordinance authorizing the City of Crystal Lake to borrow funds from the Illinois Environmental Protection Agency (IEPA) Public Water Supply Loan Program for the New Deep Well 19 and transmission main.

Votes Required to Pass:

Simple Majority

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
PUBLIC WATER SUPPLY LOAN PROGRAM
ORDINANCE AUTHORIZING LOAN AGREEMENT
CITY OF CRYSTAL LAKE, ILLINOIS

ORDINANCE NUMBER:_____

AN ORDINANCE authorizing the City of Crystal Lake, McHenry County, Illinois, to borrow funds from the Public Water Supply Loan Program

WHEREAS, the City of Crystal Lake, McHenry County, Illinois, operates its public water supply system ("the System"), and in accordance with the provisions of Section 6 of Article VII of the Illinois Constitution and the Local Government Debt Reform Act, 30 ILCS 350/l et. Seq. (collectively, "the Act") and;

WHEREAS, the Mayor and City Council of the City of Crystal Lake ("Corporate Authorities") and the City Manager have determined that it is advisable, necessary, and in the best interest of public health, safety, and welfare to improve the System, including the following:

PROJECT DESCRIPTION:

Water System improvements, including drilling a new deep well (Well No. 19), pumping equipment, well house, and construction of approximately 7,300 LF of transmission main to Water Treatment Plant No. 2; together with any land or rights in the land and all electrical, mechanical, or other services necessary, useful or advisable to the construction and installation (the Project), all in accordance with the plans and specifications prepared by consulting engineers of the City; which Project has a useful life of more than 20 years; and

WHEREAS, the estimated cost of construction and installation of the Project, including engineering, legal, financial, and other related expenses is $7,500,000, and there are insufficient funds on-hand and lawfully available to pay these costs; and

WHEREAS, the loan shall bear an interest rate as defined by 35 Ill. Adm. Code 662, which does not exceed the maximum rate authorized by the Bond Authorization Act, as amended, 30 ILCS 305/0.01 et seq., at the time of the issuance of the loan; and

WHEREAS, the principal and interest payment shall be payable semi-annually, and the loan shall mature in 20 years, which is within the period of useful life of the Project; and

Draft

WHEREAS, the costs are expected to be paid for with a loan to the City of Crystal Lake from the Public Water Supply Loan Program through the Illinois Environmental Protection Agency, the loan to be repaid from revenues generated from the system and the loan is authorized to be accepted at this time pursuant to the Act; and

WHEREAS, in accordance with the provisions of the Act, the City of Crystal Lake is authorized to borrow funds from the Public Water Supply Loan Program in the aggregate principal amount of $7,500,000 to provide funds to pay the costs of the Project; and

WHEREAS, the loan to the City of Crystal Lake shall be made pursuant to a Loan Agreement, including certain terms and conditions, between the City of Crystal Lake and the Illinois Environmental Protection Agency;

NOW THEREFORE, be it ordained by the Corporate Authorities of the City of Crystal Lake, McHenry County, Illinois as follows:

SECTION 1. INCORPORATION OF PREAMBLES

The Corporate Authorities hereby find that the recitals contained in the preambles are true and correct, and incorporate them into this Ordinance by this reference.

SECTION 2. DETERMINATION TO BORROW FUNDS

It is necessary and in the best interests of the City of Crystal Lake to construct the Project for the public health, safety and welfare, in accordance with the plans and specifications, as described; that the System continues to be operated in accordance with the provisions of the Illinois Environmental Protection Act, 415 ILCS 5/1 et. seq.; and that for the purpose of constructing the Project, it is hereby authorized that funds be borrowed by the City of Crystal Lake in an aggregate principal amount (which can include construction period interest financed over the term of the loan) not to exceed $7,500,000.

SECTION 3. ADDITIONAL ORDINANCES

The Corporate Authorities may adopt additional ordinances or proceedings supplementing or amending this Ordinance providing for entering into the Loan Agreement with the Illinois Environmental Protection Agency, prescribing all the details of the Loan Agreement, and providing for the collection, segregation and distribution of the revenues of the System, so

Draft

long as the maximum amount of the Loan Agreement as set forth in this Ordinance is not exceeded and there is no material change in the Project or purposes described herein. Any additional ordinances or proceedings shall in all instances become effective in accordance with the Act or other applicable laws. This Ordinance, together with such additional ordinances or proceedings, shall constitute complete authority for entering into the Loan Agreement under applicable law.

However, notwithstanding the above, the City of Crystal Lake may not adopt additional ordinances or amendments which provide for any substantive or material change in the scope and intent of this Ordinance, including but not limited to interest rate, preference, or priority of any other ordinance with this Ordinance, parity of any other ordinance with this Ordinance, or otherwise alter or impair the obligation of the City of Crystal Lake, to pay the principal and interest due to the Public Water Supply Loan Program without the written consent of the Illinois Environmental Protection Agency.

SECTION 4. LOAN NOT INDEBTEDNESS OF CITY OF CRYSTAL LAKE

Repayment of the loan to the Illinois Environmental Protection Agency by the City of Crystal Lake pursuant to this Ordinance is to be from revenues generated by the water system users and the loan does not constitute an indebtedness of the City of Crystal Lake within the meaning of any constitutional or statutory limitation.

SECTION 5. APPLICATION FOR LOAN

The MAYOR or the Director of Public Works is hereby authorized to make application to the Illinois Environmental Protection Agency for a loan through the Public Water Supply Loan Program, in accordance with the loan requirements set out in 35 Ill. Adm. Code 662. The loan funds shall be used solely for the purposes of the project as approved by the Illinois Environmental Protection Agency in accordance with the terms and conditions of the loan agreement.

SECTION 6. RESERVE ACCOUNTS

As long as the City of Crystal Lake has outstanding senior bonds that are payable from revenues of the system; the City of Crystal Lake shall maintain an account, coverage, and reserves equivalent to the account(s), coverage(s), and reserve(s) required by the outstanding ordinance(s).

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SECTION 7. AUTHORIZATION OF THE MAYOR TO EXECUTE LOAN AGREEMENT

The MAYOR is hereby authorized and directed to execute the Loan Agreement with the Illinois Environmental Protection Agency. The Corporate Authorities may authorize by resolution a person other than the Mayor for the sole purpose of authorizing or executing any documents associated with payment requests or reimbursements from the Illinois Environmental Protection Agency in connection with this loan.

SECTION 8. SEVERABILITY

If any section, paragraph, clause or provision of this Ordinance is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provision of this Ordinance.

SECTION 9. REPEALER

All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

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PASSED by the Corporate Authorities

On_____, 2021

Approved_____, 2021

_____

Haig Haleblian, Mayor, City of Crystal Lake
McHenry County, Illinois

AYES:
NAYS:
ABSENT:

RECORDED in the City of Crystal Lake Records on_____, 2021.

ATTEST:

_____

Clerk, Nick Kachiroubas, City of Crystal Lake
McHenry County, Illinois

Draft

CERTIFICATION

I, Nick Kachiroubas, do hereby certify that I am the duly elected, qualified and acting Clerk of the City of Crystal Lake. I do further certify that the above and foregoing, identified as Ordinance Number_____, is true, complete, and correct copy of an ordinance otherwise identified as ORDINANCE AUTHORIZING LOAN AGREEMENT, passed by the City Council of the City of Crystal Lake on the_____day of _____, 2021, and approved by the Mayor of the City of Crystal Lake on the same said date, the original of which is part of the books and records within my control as Clerk of the City of Crystal Lake.

Dated the _____day of _____, 2021

_____

Clerk of the City of Crystal Lake, Illinois

Draft

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: December 7, 2021

Item: Property Tax Levy Ordinance/Truth in Taxation Public Hearing

Staff Recommendation: Motion to adopt the 2021 Property Tax Levy Ordinance and Certificate of Compliance.

Staff Contact: Gary Mayerhofer, City Manager
Jodie Hartman, Director of Finance

Background:
Each fall, staff prepares an annual property tax levy for City Council review and adoption. This provides vital funding for key services. The City's 2021 tax levy will be incorporated in the property tax bills property owners receive in 2022, and will be used by the City to fund a portion of the fiscal year 2022/23 budget. Adoption of the attached Ordinance will accomplish the following:

1) **Maintain a zero levy for general operations.** General operations include City Administration, Police, Community Development, and Public Works. These would continue to be supported primarily through sales and income tax revenues.
2) Provide funding for pension obligations.
3) Provide funding to support Fire Rescue operations.
4) Provide funding to support Library operations.

The recommended amount for the 2021 levy, to be received in 2022, is $18,607,492, including the Crystal Lake Public Library's levy. This is an increase of $877,621 (4.9%). According to preliminary reports from McHenry County, the City will be adding almost $10 million in new construction to the City's tax rolls this coming year, which spreads the impact of any increases over a wider tax base and consequently, less to each of the existing property owners. With the estimated growth to the tax base within the City, **the resulting tax rate for the City is expected to increase by less than 1%,** minimizing the impact to property owners. Using a home valued at $300,000 as a baseline, the estimate impact would be $12.22 for the year for the City's portion of the tax bill, just over $1 per month. The following discussion provides details as to the components of the levy and any changes.

In order to collect a property tax, government agencies in the State of Illinois are required to establish a tax levy and comply with the Truth in Taxation Act. The tax levy is a projection of monies the government agency expects to obtain through the annual property tax. Should a taxing district propose to adopt an aggregate levy in amounts more than 105% of the amount of property taxes extended the prior levy year, the Truth in Taxation law requires taxing districts to disclose the

proposed amounts by publication and to hold a public hearing on their intention. Since the proposed tax levy is less than 105% of taxes extended for the prior tax levy, a Truth in Taxation hearing is not required, nor is the publication in a newspaper. In the interest of transparency, the City has elected to voluntarily publish the notice in the newspaper and to hold the public hearing. The "black box" notice was published on Friday, November 26, 2021, in the Northwest Herald.

The impact of a proposed property tax levy on an individual homeowner is determined by estimating the Equalized Assessed Value (EAV). The County Assessor provided a rate setting EAV estimate for the 2021 levy of $1,296,246,215 for the City. This is an increase of 4.08% from the 2020 levy. The history of the City's EAV, including the 2021 estimate, shows the City is still climbing back to pre-Great Recession levels. The McHenry County Clerk will determine the actual tax rate some time in spring 2021, once all values and exemptions have been finalized. The levy must be filed by the City before the end of the calendar year.

The City levies in dollars needed, rather than a specific tax rate. As a result, the City does not receive any additional dollars if the assessed valuation of property in the City increases. Rather, the amount of the City tax levy remains the same and is spread over a greater total assessed valuation of property.

Property owners in the City of Crystal Lake will note that the City is only one of many taxing bodies that appear on the property tax bill. In fact, the City receives only about **11%** of the annual property tax bill amount. The numbers below represent the distribution of the 2020 levy for Crystal Lake property owners.



The City's tax levy is made up of the following funds:

CITY FUNDS	LIBRARY FUNDS
Police Pension Fund	Library Operating Fund
Firefighters' Pension Fund	Library IMRF Fund
Fire Rescue Fund	Library FICA Fund
IMRF & FICA Fund	
School Crossing Guard Fund	

Police and Firefighters' Pension Fund Obligations

The proposed property tax levy incorporates funding requirements of the State mandated public safety pension obligations. The Actuarial Valuation Report was prepared by Lauterbach and Amen, who retains a team of enrolled actuaries. Increases to the contribution amounts are a result of changes in demographics and actuarial assumptions, coupled with lower than expected returns on investments. Contributions are increasing $550,500 for the Police Pension Fund to $3.48 million and $261,655 for the Firefighters' Pension Fund to $2.28 million. According to the Actuarial Valuation Report ended April 30, 2021, the percent funded for the Police Pension Fund increased to 58.55%; the Firefighters' Pension Fund percent funded increased to 77.26%. For comparison, the average funded percentage of the 350 police and fire pension funds that Lauterbach & Amen LLP completed actuarial reports in prior years was in the range of 52% to 56%.

Fire Rescue Fund

The proposed levy will increase the levy amount for the Fire Rescue Fund to $6.95 million, an increase of $96,968 (1.4%), which will offset a portion of the $11 million in operational costs. Other major revenue sources for the Fire Rescue Fund include intergovernmental agreements with the Crystal Lake Rural Fire Protection District (CLRFPD) and the Village of Lakewood, which contribute almost $2.5 million annually, and ambulance transport fees, about $1.35 million per year. The General Fund will absorb necessary future capital costs of Fire Rescue to mitigate any property tax increase for this purpose in the 2021 levy.

City IMRF and FICA Fund

The levy for non-sworn employee pension costs will be decreased $96,968 to absorb the increase provided for the Fire Rescue Fund. The City was fortunate to experience a one-year drop in the employer contribution rate for IMRF in 2019, as well as experienced savings from vacant positions. These opportunities will allow the City to absorb the public safety fund increases using a planned draw-down of fund balance from the City IMRF and FICA Fund.

School Crossing Guard Fund

The levy for the School Crossing Guard Fund is for the City's share of the crossing guards provided for school age children. School District 47 reimburses the City for the remaining half of incurred costs for this service. This levy line item is recommended to remain flat at $55k for the year. Any funds for this levy item are reserved within the School Crossing Guard Fund to be used solely for this purpose.

Crystal Lake Library Expenses

Each year, the Crystal Lake Library Board approves and forwards a tax levy request to the City Council. The Library is a component unit of the City, meaning that it does not have independent taxing authority. The Library typically approves their tax levy request in mid-October. The Library Board has requested a 1.4% change to their levy, equating to an increase of $65,466. The Library maintains three items on their levy, including operations, Library IMRF and Library FICA.

On November 16, 2021, the City Council adopted a resolution setting the maximum levy at $18,607,492. Below is the proposed 2021 tax levy as compared to the 2020 levy, demonstrating the shifting of amounts between categories, but no change to the total amount levied.

	2020 Levy Extension	2021 Levy Request	$ Change	% Change
Fire Rescue	$ 6,850,928	$ 6,947,896	$ 96,968	1.42%
Crossing Guard	55,010	55,010	-	0.00%
Police Pension	2,930,915	3,481,415	550,500	18.78%
Fire Pension	2,023,977	2,285,632	261,655	12.93%
City IMRF	750,003	750,003	-	0.00%
City Social Security	442,883	345,915	(96,968)	-21.89%
Total - City	$ 13,053,716	$ 13,865,871	$ 812,155	6.22%
Library Operations	$ 4,195,698	$ 4,256,833	$ 61,135	1.46%
Library IMRF	280,206	322,311	42,105	15.03%
Library Social Security	200,251	162,477	(37,774)	-18.86%
Total - Library	$ 4,676,155	$ 4,741,621	$ 65,466	1.40%
Total - All Funds	$ 17,729,871	$ 18,607,492	$ 877,621	4.95%

Determining the impact of the City's tax levy on area home values is dependent on several factors: the assessed value of a property as determined by each township's assessor, the equalization multiplier assigned by each township supervisor, the equalization multiplier assigned by the State and exemptions specific to each property and property owner, (homestead, senior, senior freeze, etc.). The City of Crystal Lake spans four different townships: Algonquin Township, Nunda Township, Dorr Township and Grafton Township.

The City of Crystal Lake City Council must adopt a property tax levy and annually certify to the County Clerk, on or before the last Tuesday in December, the amount to be levied. The resolution determining the maximum 2021 tax levy was adopted on November 16, 2021. Adoption of this resolution was merely a procedural requirement and the actual levy ordinance will be considered following the public hearing at the December 7, 2021 City Council meeting.

Recommendation:

It is the recommendation of the City Manager and Director of Finance to adopt the proposed 2021 Property Tax Levy Ordinance and Certificate of Compliance.

Votes Required to Pass:

Simple Majority

Ord.
File No.

AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF MAY, 2021 TO THE 30TH DAY OF APRIL, 2022

ADOPTED BY THE
CITY COUNCIL
OF THE
CITY OF CRYSTAL LAKE

December 7, 2021

Draft

Published in pamphlet form by the authority of the City Council of the City of Crystal Lake, McHenry County, Illinois, this 7th day of December, 2021.

AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF MAY, 2021 TO THE 30TH DAY OF APRIL, 2022

WHEREAS, the City Council of Crystal Lake in the County of McHenry and State of Illinois did on the 20th day of April, 2021, pass the Annual Budget in accordance with Chapter 65 5/8-2.-9.1, *et. seq*. of the Illinois Compiled Statutes, for the City for the fiscal year beginning on the 1st day of May 2021 the amount of which is ascertained to be One Hundred Nine Million, Eight Hundred Thirty-One Thousand, Eight Hundred Thirty-Two Dollars and No Cents ($109,831,832), excluding inter-fund transfers, which said Budget Resolution was duly published on the 20th day of April, 2021.

WHEREAS, pursuant to State Law (Public Act 95-950), the Mayor and City Council hereby accept the Compliance Reports submitted by the Crystal Lake Firefighters' Pension Fund and the Crystal Lake Police Pension Fund for the year ended April 30, 2022.

WHEREAS, the Mayor and City Council of the City of Crystal Lake did on the 16th day of November, 2021, determine that the levy of the City of Crystal Lake for 2021 would not exceed $18,607,492 exclusive of debt service and, pursuant to Chapter 35, Illinois Compiled Statutes 200/18-55 *et. seq*., entitled "Truth in Taxation Act," all provisions of said Act were fully complied with by the City of Crystal Lake.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Crystal Lake, McHenry County, Illinois:

Section 1: That the total amount of appropriations for all corporate purposes legally made to be collected from the tax levy of the current fiscal year is hereby ascertained to be the sum of Eighteen Million, Six Hundred Seven Thousand, Four Hundred Ninety-Two Dollars and No Cents ($18,607,492).

Section 2: That the sum of Eighteen Million, Six Hundred Seven Thousand, Four Hundred Ninety-Two Dollars and No Cents ($18,607,492) being the total of appropriations heretofore legally made that are to be collected from the tax levy of the City of Crystal Lake for the purpose of providing for the Illinois Municipal Retirement and Federal Insurance Contributions Act Fund (the City's contributions to IMRF and for Social Security and Medicare taxes), Police Pension Fund, Fire Pension Fund, Library Operating Fund, Library IMRF Fund (the Library's contributions to IMRF), the Library

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Federal Insurance Contributions Act Fund (the Library's contributions for Social Security and Medicare taxes), Fire Rescue Fund and School Crossing Guard Fund, and Debt Service Funds as appropriated for the current fiscal year by annual appropriation of the City of Crystal Lake for the Fiscal Year 2021/22, passed by the Acting Mayor and City Council of said City at the legally convened meeting of April 20, 2021 be, and the same is hereby levied upon all of the taxable property in the City of Crystal Lake subject to taxation for the current year, the specific amounts as levied for the various funds heretofore named being included herein by being placed in separate columns under the heading "Tax Levy" that appears over them, the tax so levied being for the current fiscal year of said City, and for the said appropriation to be collected from said tax levy, the total of which has been ascertained as aforesaid and being as follows:

Fund	Appropriation	Tax Levy
City Funds		
General Fund	$ 27,518,820	-
Restricted Police Funds	24,200	-
Fire Rescue Fund	9,794,591	6,947,896
Road/Vehicle License Fund	58,730	-
School Crossing Guard Fund	110,000	55,010
IMRF/FICA Fund - IMRF	951,326	750,003
IMRF/FICA Fund - FICA	765,410	345,915
Motor Fuel Tax Fund	918,600	-
Foreign Fire Insurance Fund	66,000	-
Commuter Parking Fund	280,366	-
Debt Service Funds	932,439	-
TIF Funds	2,319	-
Capital Replacement Fund	13,231,701	-
Water & Sewer Funds	35,594,611	-
Group Insurance Fund	5,944,609	-
Police Pension Fund	3,773,200	3,481,415
Fire Pension Fund	2,163,000	2,285,632
Sub-Total City Funds	$ 102,129,922	$ 106,692,700
Library Funds		
Library Operations	$ 4,335,860	$ 4,256,833
Library IMRF	361,121	322,311
Library FICA	205,121	162,477
Construction & Repair Fund	516,872	-
Gift & Memorial Fund	181,078	-
Per Capital Grant Fund	101,858	-
Special Reserve Fund	2,000,000	-
Sub-Total Library Funds	$ 7,701,910	$ 4,741,621
Grand Total - All Funds	$ 109,831,832	**$ 18,607,492**

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Section 3: That the total amount of Eighteen Million, Six Hundred Seven Thousand, Four Hundred Ninety-Two Dollars and No Cents ($18,607,492) ascertained above, be and is hereby levied and assessed on all property subject to taxation within the City of Crystal Lake according to the value of said property as assessed and equalized for state and county purposes for the current year.

Section 4: That this Levy Ordinance is adopted pursuant to the procedures set forth in the Illinois Municipal Code.

Section 5: That there is hereby certified to the County Clerk of McHenry County, Illinois, the several sums above, constituting said total amount, and the total amount of Eighteen Million, Six Hundred Seven Thousand, Four Hundred Ninety-Two Dollars and No Cents ($18,607,492), which total amount the City of Crystal Lake requires to be raised by taxation for the current fiscal year of the City, and the City Clerk of the City is hereby ordered and directed to file with the County Clerk of the County on or before the time required by law, a certified copy of this Ordinance.

Section 6: That the rate percent be ascertained and tax extended as provided by law against the property included in the City of Crystal Lake.

Section 7: That the provisions of the Truth in Taxation Act, Chapter 35, Illinois Compiled Statutes, 200/18-55 *et. seq*., were complied with by the City of Crystal Lake.

Section 8: Pursuant to Statute, in compliance with Public Act 83-881, the City of Crystal Lake did file on April 22, 2021 an Estimate of Revenue by Source with the McHenry County Clerk's office.

Section 9: Pursuant to the Illinois State Constitution of 1970, the City of Crystal Lake is a Home Rule unit of government, and as such, is not subject to the Act adopted by the Legislature in 1991 providing for tax levy limitations, nor is the City of Crystal Lake subject to individual fund rate limitations.

Section 10: That this Ordinance shall take effect and be in full force and effect immediately on and after its passage and approval.

ADOPTED this 7th day of December 20210, pursuant to a roll call vote as follows:

AYES:

_____

NAYS:

_____

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APPROVED this 7th day of December 2021.

_____
Haig Haleblian, Mayor

ATTEST:

_____
Nick Kachiroubas, City Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

Draft

CERTIFICATION

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

I do hereby certify that the Ordinance hereto attached entitled "AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE CITY OF CRYSTAL LAKE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF MAY, 2021 TO THE 30TH DAY OF APRIL, 2022" is a true and correct copy of said Ordinance duly passed at a regular meeting of the Mayor and City Council held on the 7th day of December, 2021, at Crystal Lake, Illinois, at which time ____ Council members were present, _____ attended via remote telephone, and ____ Council members were absent. Motion was made by Councilmember _____ and seconded by Councilmember ____ _____ that the foregoing Ordinance be passed and approved. Upon roll call vote, _____ Council members voted aye, whereupon said Ordinance was declared duly passed and therefore approved by the Acting Mayor, Haig Haleblian.

_____
Nick Kachiroubas, City Clerk

(SEAL)

Draft

CERTIFICATION OF COMPLIANCE WITH TRUTH IN TAXATION ACT

I, HAIG HALEBLIAN, the Presiding Officer of the CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation, do hereby certify that the Levy adopted on December 7, 2021 complies with the provisions of the Truth in Taxation Act, Chapter 35, and Illinois Compiled Statutes 200/18-55 *et. seq*.

Haig Haleblian, Mayor
Presiding Officer of the
City of Crystal Lake

Subscribed and sworn to
before me this___ day of
_____, 2021.

Notary Public

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