CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
March 3, 2026
7:00 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – February 17, 2026 Regular 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. **Annual Adoption of the Zoning Map**
   b. **Special Event Request - Annual McHenry County Santa Run for Kids Special Event Request, Street Closure and Police Assistance Fee Waiver – December 6, 2026**
   c. **Special Event Request – Downtown Crystal Lake Farmers Market – Saturdays, June 13, 2026 to September 26, 2026**
   d. **Special Event Request - Half Marathon – closing Lake Street (at Main Beach), Williams Street, and Depot Park – September 6, 2026**
   e. **City Appointments to the Raue Center for the Arts Board of Directors**
   f. **Intergovernmental Agreement with the Crystal Lake Public Library**
   g. **Ordinance Amending the City Code – Establishing the Administrative Procedures to determine eligibility under the Public Safety Employee Benefit Act**
   h. **Class 20 Temporary Liquor License – Service League of Crystal Lake, Fashion Show – Thursday, April 9, 2026**

10. **City Code Amendment to Increase the Number of Class 13 Liquor Licenses – Applicant: 415 Crystal Lake Inc., located at 415 W. Virginia Street**

11. **570 Waters Edge Boulevard, BBQ King Smokehouse - New and Expanding Retailer Facade and Commercial Tenant Improvement Grant Funds request for BBQ King Smokehouse, 570 Waters Edge Boulevard, requesting up to $10,000 in matching grant funds**

12. **5150 Northwest Highway, Champion Crystal Lake, LLC - Commercial Façade Improvement Grant Funds request for 5150 Northwest Highway, requesting $25,000 in matching grant funds**

13. **1001 North Shore Drive - Variation to allow the construction of a new 884 square-foot garage which encroaches 103 feet into the averaged 123-foot yard abutting a street setback and dormers at 8 feet in width each, which exceed the maximum 20% each and 40% total of the width of a side**

14. **222 Lake Shore Drive - Variation to allow a carport with a side-yard setback of four feet, instead of the minimum eleven feet.**

15. **1 S. Virginia Road, District 155 - Variations to allow: a trash enclosure with a side-yard setback of one foot, instead of the minimum five feet; a trash enclosure with a side-yard setback of one foot, instead of the minimum five feet; a two-space parking lot expansion having a setback of two feet instead of the minimum 20 feet; and a hard surface coverage of approximately 76% (an increase of about 1% over existing coverage), instead of the maximum 65%**

16. **5999 Northwest Highway, Dutch Bros. - Special Use Permit for a Drive-Through Limited Service Restaurant with Variations from: Article 2 drive-through criteria: Drive-through windows and lanes shall not be placed between the right-of-way of the primary street and the associated building; required landscape plantings installed and maintained along the entire length of the drive-through lane; Article 3 bulk standards: Front yard setback of 80 feet to allow 62 feet; yard abutting a street setback of 30 feet to allow 24 feet; maximum hard surface coverage of 65% to allow 79%. Article 4: Parking from the required 20-foot parking lot setback and 15-foot landscape area setback to allow zero feet; Article 4 Signs: to allow 865 square feet of wall signage, which includes a 600 square feet of blue tower, and allow a free-standing sign closer than 10 feet to the property line**

17. **Jade Station - Final Planned Unit Development Amendment and Final Plat of Subdivision for a 19-unit three-story townhome development**

18. **154 S. Virginia Street, Dunkin - Special Use Permit for a Drive-Through Limited Service Restaurant adjacent to a residence with Variations from: the maximum hard-surface coverage of 65% to allow 69.7%; The buffer requirement of a trash enclosure to a residential property line; the minimum number of parking spaces to allow six**

19. **Three Oaks Concessionaire Operation**

20. **Ordinance waiving the competitive bidding requirements under City Code Section 102-3 and approving a partial year ten-month consultant contract with A5 Branding + Digital from March 3, 2026 to December 31, 2026, a year subscription to Placerai and marketing initiatives for Fiscal Year 2026**

21. **Bid Award - Police Emergency Vehicle Equipment Installation & Changeover Services**

22. **Bid Award – Well 10 and Well 14 Repair and Maintenance**

23. **Bid Award – 2026 Annual Sidewalk, Curb, and Pedestrian Ramp (ADA) Replacement Program**

24. **Purchase of a new 2026 Kubota Tractor Using Sourcewell Purchasing Cooperative Contract #082923-KBA**

25. **Ordinance waiving the competitive bidding requirements under City Code Section 102-3 and authorization to enter into a contract with Karl Automotive Group for the purchase, upfit, and delivery of two new 2026 Chevrolet Tahoe SUVs**

26. **Ordinance waiving the competitive bidding requirements under City Code Section 102-3 and authorizing the City Manager to enter into a contract for Hydro Excavating of Water Service Lines**

27. **Ordinance waiving the competitive bidding requirements under City Code Section 102-3 and authorizing the City Manager to enter into contracts for the purchase of replacement parts for the rehabilitation of wastewater treatment process equipment, including a Komline-Sanderson gravity belt thickener and a Centrisys centrifuge, both located at Wastewater Treatment Plant No. 2**

28. Proposal Award – Conceptual Engineering Services for the Pedestrian Accommodation Study in the Downtown Area

29. 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

30. Reconvene to Regular Session

31. Adjourn

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