CITY OF CRYSTAL LAKE
AGENDA
CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake
City Council Chambers
August 4, 2026
7:00 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Fire Rescue Department Awards Recognition**

5. **Approval of Minutes – July 21, 2026 Regular Meeting**

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. **Accounts Payable**
   b. **New Directions Addiction Recovery Services – Zero Fest Special Event Request and Closure of Beardsley Street (from Main Street to Ellsworth Street) and a portion of the parking lot by 135 Beardsley Street – Saturday, October 3, 2026**
   c. **Championship Signs Resolution**

10. **Bid Award – Sanitary Sewer Manhole Rehabilitation**

11. **Designation and Auction Sale of Surplus Property**

12. **Board and Commission Appointment - Library Board**

13. **Council Inquiries and Requests**

14. **Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining and personnel**

15. **Reconvene to Regular Session**

16. **Adjourn**

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

Agenda Item No: 4

City Council
Agenda Supplement

Meeting Date: August 4, 2026

Item: Fire Rescue Department Awards Recognition

Staff Contact: Mark Menzel, Deputy Fire Rescue Chief
Craig Snyder, Fire Rescue Chief

Background:

Two awards will be presented tonight to Fire Rescue Department members.

Life Saving Recognition Awards -McHenry Western-Lake County EMS System, Cardiac Committee, Crystal Lake Fire Rescue Department

The first award is being presented by the McHenry Western-Lake County EMS System, Cardiac Arrest Committee. The award is being presented to: Lieutenant James Gualdoni, Firefighter/ Paramedic Garrett Bergstrom, and Firefighter/Paramedic Ruben Carreno. The Fire Department will also be presenting the members with the Life Saving Recognition Award from the Department.

On March 28, 2026, the crew responded to the 6100 block of Scott Lane for a male with trouble breathing. While loading the patient into the ambulance, the patient went into cardiac arrest. The crew performed advanced life support measures including CPR and was able to obtain a pulse in the patient. The patient was transported to the hospital and later released neurologically intact with a good survivability prognosis.

Crystal Lake Fire Rescue Department Distinguished Service Award

The Fire Rescue Department is also presenting a Distinguished Service Award to Firefighter/Paramedic Adam Bucheger. The Distinguished Service Award is presented to any Crystal Lake Fire Rescue employee, on or off duty, who performs an act above and beyond the call of duty. Said act presents moderate personal risk and involves a high degree of initiative, capability, and/or bravery.

On Saturday, May 9, 2026, while off duty Firefighter/Paramedic Bucheger noted smoke rising from the back of a residence (490 Golf Road). He pulled over to investigate and called in a 911 report for a fire on the backside of the residence involving the attached deck and pergola. Firefighter/Paramedic Bucheger notified the resident who was sleeping in a downstairs

bedroom to evacuate. Firefighter/Paramedic Bucheger then initiated fire attack with the use of a garden hose attached to the residence. His situational awareness, quick thinking, and rapid action maximized life safety and minimized property damage.

Agenda Item No. 9a

City Council
Agenda Supplement

Meeting Date: August 4, 2026

Item: Accounts Payable List

Staff Recommendation: Approve

Staff Contact: Jodie Hartman, Director of Finance

Background:

Attached is the Accounts Payable list for the August 4, 2026 City Council meeting. This list includes bills received since the last Council approval on July 21, 2026 to date. Should the Council have questions regarding any of the items listed, please contact me.

Votes Required to Pass:

Simple majority.

CITY OF CRYSTAL LAKE

VOUCHER LIST PRESENTED TO THE CITY COUNCIL

AT THEIR MEETING ON AUGUST 4, 2026

INVOICE APPROVAL (BY INVOICE) FOR CITY OF CRYSTAL LAKE

EXP CHECK RUN DATES 08/04/2026 - 08/04/2026
POSTED AND UNPOSTED
OPEN AND PAID

Description		Amount
ADAMS STEEL SERVICE & SUPPLY, INC.		
STEEL MATERIALS FOR UNIT 450		282.00
	TOTAL:	282.00
AIR ONE EQUIPMENT INC		
SAFETY HELMETS		820.50
	TOTAL:	820.50
AIRGAS USA, LLC		
RENTAL ACETYLENE & OXYGEN		40.75
	TOTAL:	40.75
AKE PROPERTIES LLC		
UB refund for account: 067503-000		19.61
	TOTAL:	19.61
AL WARREN OIL CO INC		
FUEL - UNLEADED FOR FLEET STOCK		10,341.76
FUEL - UNLEADED FOR FLEET STOCK		10,399.75
	TOTAL:	20,741.51
ALEXANDER CHEMICAL CORP.		
2026 CHLORINE CYLINDERS FOR WATER TREATMENT		2,722.50
2026 CHLORINE CYLINDERS FOR WATER TREATMENT		1,633.50
2026 CHLORINE CYLINDERS FOR WATER TREATMENT		1,270.50
2026 CHLORINE CYLINDERS FOR WATER TREATMENT		2,541.00
	TOTAL:	8,167.50
ALPHAGRAPHICS		
KOTLOWSKI - NAMEPLATE FOR DOOR		68.40
	TOTAL:	68.40

Description		Amount
AMAZON CAPITAL SERVICES, INC.		
RESCUE EQUIPMENT AND CLEANING SUPPLIES		168.28
LABELS & MAGNET		20.71
LIGHTING SUPPLIES - DEPOT BUILDING		253.90
FILE FOLDERS		13.71
SUNSCREEN - THREE OAKS		119.54
PENS		19.41
CLEANING SUPPLIES AND BOAT PARTS		102.28
LABEL TAGS		30.37
MONITOR CABLES, POWER BLOCKS FOR IT STOCK		125.61
CLEANING SUPPLIES		215.12
RADIO		99.98
COFFEE SUPPLIES & PAPER TOWELS		158.30
DEPOT PARK CAMERAS		107.18
IPHONE CHARGERS		19.99
DESK PHONE HEADSET		294.22
REPLACEMENT PARTS FOR TOILETS		338.50
DESK DIGITAL TIMER		6.64
STREAMLIGHT BATTERIES		20.58
CELL PHONE CASES		148.88
CHAIR SLIDES		22.76
LED MONITORS		889.98
HANGING FOLDERS & FILE FOLDERS		22.65
MAGNETIC HOOKS FOR SUPERVISOR OFFICE		30.69
CREDIT - IT LABEL PRINTER		(292.53)
FENCE POST CAPS - DEPOT PARK PROJECT		33.88
BITS FOR SURVEILLANCE CAMERA DOMES		3.99
CLEANING SUPPLIES AND BOAT PARTS		126.85
GROMMETS FOR THE SIGN ROOM		163.30
Office supplies		28.89
3 OAKS CAMERA, MOUNT AND CABLE		368.72
3 OAKS CAMERA CABLE CLIPS		12.57
POWER BLOCKS FOR CELL PHONES		19.99
BARGE PLYWOOD - FIREWORKS		585.12
	TOTAL:	4,280.06
AMERICAN RED CROSS		
WATERFRONT CERTIFICATIONS		377.00
	TOTAL:	377.00
ANA KATHLEEN FREUND		
REIMBURSEMENT TROLLEY BROCHURES		67.00
REIMBURSEMENT TROLLEY TICKETS		45.39
	TOTAL:	112.39
ANDERSON PEST SOLUTIONS		
PEST CONTROL SERVICE - STATION 4		92.14
PEST CONTROL SERVICE - STATION 4 - INITIAL SETUP		311.50
PEST CONTROL SERVICE - STATION 4 - APRIL		92.14
PEST SOLUTIONS		180.30
PEST CONTROL - MUNICIPAL COMPLEX		160.16
PEST CONTROL INTERIOR MAINTENANCE - TRAIN STATION		75.00
	TOTAL:	911.24
APG-NEUROS		
PLANT 2 BLOWER FILTERS		555.00
	TOTAL:	555.00
AT&T DW HOLDINGS, INC		
CITY HALL FIBER INTERNET		1,143.58
	TOTAL:	1,143.58

Description		Amount
B & F CONSTRUCTION CODE SERVICES, I		
2026 BUILDING PLAN REVIEW AND INSPECTION SERVICES		1,527.58
	TOTAL:	1,527.58
BATTERIES PLUS		
WTP4 BATTERIES		42.90
	TOTAL:	42.90
BAXTER & WOODMAN		
THREE OAKS/LUTTER/SANDS INTERSECTION CONSTRUCTION ENG		20,485.21
PEDESTRIAN CONN TO PRAIRIE TRAIL IMPR CONST ENG		22,611.30
	TOTAL:	43,096.51
BERGER EXCAVATING CONTRACTORS INC		
CRYSTAL CREEK DAYLIGHTING CONSTRUCTION		392,518.52
CRYSTAL CREEK DAYLIGHTING CONSTRUCTION		370,231.56
	TOTAL:	762,750.08
BOJAN, ANDREW		
LGI CERTIFICATION REIMBURSEMENT		504.70
	TOTAL:	504.70
CARUS CORPORATION		
2026 ORTHO POLYPHOSPHATE - WATER TREATMENT		6,115.11
	TOTAL:	6,115.11
CHRISTOPHER B BURKE ENGINEERING LTD		
STORMWATER REVIEW - CLOVER SENIOR LIVING		1,521.25
STORMWATER REVIEW - SANDS RD. (NARTSEV)		1,357.50
STORMWATER REVIEW - RESIDENCES OF CRYSTAL PT		232.50
STORMWATER REVIEW - 4504 E TERRA COTTA AVE.		1,045.00
STORMWATER REVIEW - OAKBROOK ESTATES EXPANSION		2,150.00
STORMWATER REVIEW - MCC EVENT CENTER		1,061.25
STORMWATER REVIEW - 601 LIBERTY RD.		125.00
STORMWATER REVIEW - LAKELAND FARM		232.50
STORMWATER REVIEW - 201 VIRGINIA RD.		77.50
RE-ESTABLISH CRYSTAL CREEK CONSTRUCTION ENGINEERING		75,623.59
	TOTAL:	83,426.09
CHRISTOPHER BRATANICK		
ANNUAL LSL REPLACEMENT PROGRAM - 2026		173,938.50
	TOTAL:	173,938.50
CITY ELECTRIC SUPPLY		
PLANT 2 ELECTRICAL SUPPLIES		170.00
PLANT 2 ELECTRICAL SUPPLIES		246.50
	TOTAL:	416.50
CLARK DIETZ INC		
ENGINEERING INSPECTION - WOODLORE ESTATES 2026		1,515.00
ENG INSPECTION - WOODLORE TOWNES PH 1 - 2026		301.00
ENG INSPECTION - WOODLORE TOWNES PH 2 - 2026		478.00
ENGINEERING INSPECTION - REDWOOD PH 2 - 2026		637.00
LIFT STATION 6 DESIGN ENGINEERING		1,093.75
	TOTAL:	4,024.75

	Description		Amount
CLARK HILL PLC			
	PROFESSIONAL SERVICES		8,276.50
		TOTAL:	8,276.50
CLARKE ENVIRONMENTAL MOSQUITO MGMT,			
	MOSQUITO MANAGEMENT SERVICES		25,000.00
	MOSQUITO SPRAYING AT THREE OAKS		125.00
	CITY-WIDE MOSQUITO SPRAYING		12,870.00
	MOSQUITO SPRAYING AT THREE OAKS		125.00
		TOTAL:	38,120.00
COLE-PARMER INSTRUMENT CO			
	WTP5 FLUORIDE REFILL		488.85
		TOTAL:	488.85
COMCAST CABLE			
	CITY HALL WATER INTERNET		176.85
	COAX INTERNET WWTP2		263.85
		TOTAL:	440.70
COMED			
	ELECTRIC SERVICE		277.98
	ELECTRIC SERVICE		437.85
	ELECTRIC SERVICE		112.02
	ELECTRIC SERVICE		22.89
	ELECTRIC SERVICE		321.20
	ELECTRIC SERVICE		92.93
	ELECTRIC SERVICE		447.92
	ELECTRIC SERVICE		69.92
	ELECTRIC SERVICE		77.80
	ELECTRIC SERVICE		321.22
	ELECTRIC SERVICE		283.46
	ELECTRIC SERVICE		369.07
	ELECTRIC SERVICE		250.19
	ELECTRIC SERVICE		109.16
	ELECTRIC SERVICE		43.51
	ELECTRIC SERVICE		1,074.17
	ELECTRIC SERVICE		252.03
	ELECTRIC SERVICE		111.14
	ELECTRIC SERVICE		73.27
	ELECTRIC SERVICE		61.53
	ELECTRIC SERVICE		102.55
	ELECTRIC SERVICE		217.68
	ELECTRIC SERVICE		122.99
	ELECTRIC SERVICE		71.49
	ELECTRIC SERVICE		162.65
	ELECTRIC SERVICE		90.24
	ELECTRIC SERVICE		152.39
	ELECTRIC SERVICE		158.63
	ELECTRIC SERVICE		22.00
	ELECTRIC SERVICE		139.45
	ELECTRIC SERVICE		130.97
	ELECTRIC SERVICE		63.11
		TOTAL:	6,243.41
CONSERV FS INC			
	LANDSCAPE SUPPLIES - GRADING PROJECT - CL AVE		93.00
		TOTAL:	93.00

	Description		Amount
CORE & MAIN LP			
	REBUILD MASTIC SEALANT		140.00
	COPPER FOR REPAIRS		711.00
		TOTAL:	851.00
COURTNEY MACKE			
	LEAD SERVICE LINE REPLACEMENT REIMB - 114 S. WILLIAMS		12,115.00
	LEAD SERVICE LINE REPLACEMENT REIMB - 114 S. WILLIAMS		200.00
		TOTAL:	12,315.00
CURRAN MATERIALS COMPANY			
	COLD PATCH FOR RESTORATIONS		915.16
		TOTAL:	915.16
DANNY'S REMODELING INC			
	UV CHANNEL PAVILION		12,756.12
		TOTAL:	12,756.12
DAVE'S BAIT & TACKLE			
	NIGHTCRAWLERS		137.50
	NIGHTCRAWLERS		137.50
		TOTAL:	275.00
DELL			
	REPLACEMENT LAPTOP		1,666.53
		TOTAL:	1,666.53
D'LAND CONSTRUCTION, LLC			
	SIDEWALK & CURB REPLACEMENT PROGRAM		197,247.65
		TOTAL:	197,247.65
DOOR KING			
	GATE MONITORING		89.90
		TOTAL:	89.90
DOWNTOWN PRO PHOTO, INC.			
	Business portrait session		65.00
		TOTAL:	65.00
DYNEGY ENERGY SERVICES			
	ELECTRIC SERVICE		192.12
	ELECTRIC SERVICE		129.85
	ELECTRIC SERVICE		190.87
	ELECTRIC SERVICE - WTP5		8,430.40
	ELECTRIC SERVICE		76.76
	ELECTRIC SERVICE - WTP4 & WWTP3		20,046.09
	ELECTRIC SERVICE		22.20
	ELECTRIC SERVICE - WWTP2		17,481.71
	ELECTRIC SERVICE - WTP2		16,784.73
	ELECTRIC SERVICE		509.58
	ELECTRIC SERVICE - WTP1		12,387.71
	ELECTRIC SERVICE		50,538.65
	ELECTRIC SERVICE - WTP3		22,271.41
		TOTAL:	149,062.08

Description		Amount
E. ARIEL ROOFING SOLUTIONS LLC		
ROOF MAINTENANCE - MUNICIPAL COMPLEX		558.00
	TOTAL:	558.00
EMS MANAGEMENT & CONSULTANTS, INC		
AMBULANCE BILLING/COLLECTION FEES JUN 26		1,186.50
	TOTAL:	1,186.50
ENVIRONMENTAL EXPRESS		
LAB EQUIPMENT		492.21
	TOTAL:	492.21
EVONIK CORPORATION		
PAA FOR PLANT 3 DISINFECTION		2,760.00
	TOTAL:	2,760.00
FEDEX		
POSTAGE		3,813.92
	TOTAL:	3,813.92
FEHR GRAHAM & ASSOCIATES, LLC		
FORCEMAIN LINING ENGINEERING		2,182.50
FORCEMAIN LINING ENGINEERING		2,459.50
PROJECT 1 - LEAD SERVICE LINE REPLACEMENT ENGINEERING		1,306.50
PROJECT 1 - LSL REPLACEMENT CONSTRUCTION ENGINEERING		34,668.75
	TOTAL:	40,617.25
FERGUSON US HOLDINGS, INC		
WATER TREATMENT SAMPLE HYDRANTS - PRODUCTION		9,257.76
	TOTAL:	9,257.76
FLOCK GROUP INC		
BATTERY PACK YEAR 2/2		750.00
	TOTAL:	750.00
FLOLO CORPORATION		
SCHEMATIC READING COURSE - SCHMIDT		500.00
SCHEMATIC READING COURSE - NUNES		500.00
SCHEMATIC READING COURSE - SHEAHAN		500.00
	TOTAL:	1,500.00
FOX VALLEY FIRE & SAFETY CO.		
MONTHLY RADIO & HEAD END MAINTENANCE		3,373.50
	TOTAL:	3,373.50
FOXCROFT MEADOWS		
TOPSOIL - BRINK STREET BIO SWALE		105.00
STATION 3 MULCH		147.00
STATION 4 MULCH		147.00
	TOTAL:	399.00

Description		Amount
GENUINE PARTS COMPANY, INC		
NAPA PURCHASES		51,884.84
	TOTAL:	51,884.84
GESKE & SONS, INC		
STREET DIVISION ROAD PATCHES		70.09
UNDERGROUND PATCHES		91.70
PATCHING MATERIAL		70.74
POTHOLE PATCHING MATERIAL		98.91
POTHOLE PATCHING MATERIAL		36.03
UNDERGROUND - ASPHALT PATCHES		116.59
ANNUAL STREET RESURFACING		965,233.93
ANNUAL STREET RESURFACING		28,563.54
	TOTAL:	994,281.53
GORDON FLESCH COMPANY INC		
ENGINEERING COPIER MAINTENANCE		62.04
	TOTAL:	62.04
GREAT LAKES WATER RESOURCES GROUP		
WELL 10 & 14 REHAB & MAINTENANCE		66,352.50
	TOTAL:	66,352.50
GUERRERO, MATILDA		
LIFEGUARD INSTRUCTOR CLASS - REIMBURSEMENT		250.00
	TOTAL:	250.00
HAASE, GRACE		
LIFEGUARD INSTRUCTOR CLASS - REIMBURSEMENT		435.00
	TOTAL:	435.00
HAWKINS INC		
SODIUM THIOSULFATE PLANT 3 DISINFECTION		444.05
	TOTAL:	444.05
HD SUPPLY, INC		
GBT/POLYBLEND - PLANT 2		246.04
FREE CHLORINE REAGENT		387.55
LAB SUPPLIES		95.81
	TOTAL:	729.40
HENRY SCHEIN INC		
SPLINT EXTREMITY		383.85
	TOTAL:	383.85
IL CITY/COUNTY MANAGEMENT ASSOC		
JOB POSTING		50.00
	TOTAL:	50.00

Description		Amount
IL DEPT. OF AGRICULTURE		
OPERATORS PESTICIDE LICENSE - K. SCHMIDT		150.00
	TOTAL:	150.00
ILLINOIS OFFICE OF THE ATTORNEY GENERAL KWAME RAOUL		
SEX OFFENDER REGISTRATION FEES JUL 25 - JUN 26		60.00
	TOTAL:	60.00
ILLINOIS STATE POLICE		
SEX OFFENDER REGISTRATION FEES JUL 25 TO JUN 26		60.00
	TOTAL:	60.00
ILLINOIS STATE POLICE		
FINGERPRINTS		222.00
	TOTAL:	222.00
ILLINOIS TOLLWAY		
TOLLS - PW/ENGINEERING		113.59
	TOTAL:	113.59
INFOBIP VOICE, INC		
MONTHLY PHONE SERVICE		4,158.76
	TOTAL:	4,158.76
ISAWWA		
WW COLLECTION TRAINING & EXAM - A. BARILOW		67.00
2026 FALL REGULATORY UPDATE		134.00
WATER O&M CLASS - A. BARILOW		906.00
2026 FALL REGULATORY UPDATE - A. BEHRNS		134.00
	TOTAL:	1,241.00
JACOB JOHNSON		
UB refund for account: 024949-000		43.82
	TOTAL:	43.82
JC LICHT, LLC		
MISC SUPPLIES FOR THE BRINK STREET BENCHES		69.68
	TOTAL:	69.68
JCB PLUMBING		
EMERGENCY LEAD SERVICE LINE REPLACEMENT - 178 LILL		11,900.00
	TOTAL:	11,900.00
JIM JOLLY SALES, INC		
CHECK VALVE REBUILD KIT FOR RAS PUMP 2		1,591.48
	TOTAL:	1,591.48

Description		Amount
KARL CHEVROLET INC		
2026 CHEVY TAHOE - CLFR, UPFIT INCLUDED		16,820.07
2026 CHEVY TAHOE - CLPD, UPFIT INCLUDED		25,800.98
	TOTAL:	42,621.05
LAKESIDE INTERNATIONAL LLC		
BRAKE PARTS - UNIT 411		488.72
CREDIT FOR PARTS RETURN		(111.72)
	TOTAL:	377.00
LAKEWOOD MARKETING CO. INC		
VACUUM SUPPLIES		23.62
	TOTAL:	23.62
LAWSON PRODUCTS, INC.		
HARDWARE FOR FLEET - SHOP SUPPLIES		331.26
	TOTAL:	331.26
LEE JENSEN SALES CO INC		
STREET PLATE/LOCK LIFT TOOL		138.00
CHAIN SLINGS		785.00
CHAIN SLINGS		322.00
	TOTAL:	1,245.00
LISA TIETZ		
REIMBURSE MEALS - IJOA CONFERENCE		47.00
	TOTAL:	47.00
MANUSOS GENERAL CONTRACTING INC		
2026 CLPD LUNCHROOM FLOORING & COUNTER TOPS		1,940.00
	TOTAL:	1,940.00
MCMASTER CARR SUPPLY CO.		
DRILL BITS		153.58
PLANT 2 SUPPLIES		151.62
NAME TAGS		36.55
HARD HAT LETTERING		84.80
PLANT 2 RPZ INSTALL IN RAS BUILDING		388.55
	TOTAL:	815.10
MEADE ELECTRIC CO INC		
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		12,652.18
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		396.08
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		172.00
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		1,367.42
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		180.94
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		12,438.81
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		12,438.81
STREET/TRAFFIC LIGHT MAINTENANCE & REPAIR		724.00
	TOTAL:	40,370.24
MECHANICAL SYSTEMS, INC		
REPLACE BATTERIES AT TRAIN STATION		663.00
	TOTAL:	663.00

	Description		Amount
MECHANICAL24 INC			
	THREE OAKS ICE MACHINE MONTHLY LEASE		328.00
		TOTAL:	328.00
MENARD INC			
	CERAMIC WAX & TIRE SHINE		55.96
	BATTERIES & CABLE TIES		37.81
	PD KITCHEN SUPPLIES		25.43
	RUBBER MULCH		16.14
	TENSION ROD & STAINLESS STEEL DISHWASHER LINE		42.98
	SPRAYPAINT		12.96
	UTILITY MAT & SCREWS		34.25
	LIGHT BULBS & FIXTURE SOCKET		29.94
	FUEL PREMIX GAS & OIL		13.94
	MISC SUPPLIES		67.88
	PAINT & SUPPLIES		140.97
	GATORADE & BOTTLED WATER		191.95
	KEROSENE & BEVERAGES		58.01
	BUILDING WIRE		123.58
	PAINT SUPPLIES		59.70
	PAVING SAND		19.97
	PAVING SAND		39.94
	INSECT TRAPS		31.88
	MARINA SUPPLIES		18.53
	PREMIX FUEL		9.12
	MISC SUPPLIES		102.56
		TOTAL:	1,133.50
MICHO TODOROVICH			
	UB refund for account: 073839-000		54.85
		TOTAL:	54.85
MIDWEST SALT			
	2026 WATER TREATMENT SALT - PRODUCTION		2,863.55
	2026 WATER TREATMENT SALT - PRODUCTION		3,066.52
	2026 WATER TREATMENT SALT - PRODUCTION		3,141.51
	2026 WATER TREATMENT SALT - PRODUCTION		2,920.43
	2026 WATER TREATMENT SALT - PRODUCTION		3,163.48
	2026 WATER TREATMENT SALT - PRODUCTION		3,190.63
	2026 WATER TREATMENT SALT - PRODUCTION		3,181.58
		TOTAL:	21,527.70
MIDWEST VENDING SERVICES LLC			
	COFFEE - CITY HALL		288.99
		TOTAL:	288.99
MOBILE HEALTH SOLUTIONS CORPORATION			
	STREETS - REQUIRED TESTS		525.00
		TOTAL:	525.00
MUNICO, LLC			
	BARRICADES		7,163.00
		TOTAL:	7,163.00

Description		Amount
NCPERS GROUP LIFE INS		
VOLUNTARY GROUP INSURANCE - TO BE REIMBURSED		512.00
	TOTAL:	512.00
NICOR / BILL PAYMENT CENTER		
GAS SERVICE		63.42
GAS SERVICE		68.22
GAS SERVICE		67.74
GAS SERVICE		194.92
GAS SERVICE		63.45
GAS SERVICE		204.45
GAS SERVICE		67.03
GAS SERVICE		179.01
GAS SERVICE		14.66
GAS SERVICE		187.18
GAS SERVICE		181.56
GAS SERVICE		67.44
GAS SERVICE		64.28
GAS SERVICE		67.50
GAS SERVICE		64.28
GAS SERVICE		931.68
GAS SERVICE		63.59
GAS SERVICE		66.77
GAS SERVICE		65.89
GAS SERVICE		90.07
GAS SERVICE		66.73
GAS SERVICE		64.82
GAS SERVICE		66.63
GAS SERVICE		67.49
GAS SERVICE		67.26
GAS SERVICE		65.13
GAS SERVICE		64.35
GAS SERVICE		200.20
GAS SERVICE		68.39
GAS SERVICE		63.59
GAS SERVICE		63.59
GAS SERVICE		199.76
GAS SERVICE		63.59
GAS SERVICE		94.48
GAS SERVICE		68.17
GAS SERVICE		1,428.66
GAS SERVICE		66.65
GAS SERVICE		66.42
GAS SERVICE		94.25
GAS SERVICE		66.34
GAS SERVICE		68.20
	TOTAL:	5,847.84
OLSEN SAFETY EQUIPMENT CORP		
GLOVES - PPE		45.24
ELECTRICAL GLOVES PPE		41.32
	TOTAL:	86.56
OTTOSEN DINOLFO HASENBALG & CASTALDO, LTD		
PROFESSIONAL SERVICES		159.00
	TOTAL:	159.00

Description		Amount
PACE ANALYTICAL SERVICES, LLC		
LAB SERVICES PFAS Q2 TESTING BOTH PLANTS		1,696.00
DRINKING WATER LAB SERVICES		1,464.00
DRINKING WATER LAB SERVICES		63.75
DRINKING WATER LAB SERVICES		61.50
DRINKING WATER LAB SERVICES		102.50
DRINKING WATER LAB SERVICES		153.75
DRINKING WATER LAB SERVICES		10.25
LAB SERVICES JULY MONTHLY MONITORING		123.00
DRINKING WATER LAB SERVICES		61.50
DRINKING WATER LAB SERVICES		10.25
DRINKING WATER LAB SERVICES		25.50
DRINKING WATER LAB SERVICES		133.25
DRINKING WATER LAB SERVICES		143.50
	TOTAL:	4,048.75
PACE SYSTEMS, INC.		
POLICE - DESK SCANNER		359.26
	TOTAL:	359.26
PAHCS II		
REQUIRED TESTS		410.00
REQUIRED TESTS		205.00
REQUIRED TESTS		410.00
REQUIRED TESTS		1,359.00
	TOTAL:	2,384.00
PROVEN BUSINESS SYSTEMS, LLC		
MONTHLY COPIER SERVICE		991.93
	TOTAL:	991.93
RALPH FERGUSON		
LEAD SERVICE LINE REPLACEMENT REIMB - 232 GLEN AVE.		14,855.00
	TOTAL:	14,855.00
RUSSO POWER EQUIPMENT INC		
CHAINS FOR TOPPING SAWS		219.90
	TOTAL:	219.90
SAFETY-KLEEN CORP.		
BULK OIL TANKS & PUMP REPLACMENTS - FLEET GARAGE		15,746.30
	TOTAL:	15,746.30
SCHMIDT, KYLE		
TUITION REIMBURSEMENT		828.00
	TOTAL:	828.00
SEBIS DIRECT INC (SERVICE)		
UTILITY BILL PRINTING		1,180.92
	TOTAL:	1,180.92

Description		Amount
SENSAPHONE		
SENSAPHONE SUBSCRIPTION RENEWAL WTP 2 & 4		598.80
	TOTAL:	598.80
SHERMAN MECHANICAL INC		
THREE OAKS SHOWER REPAIR		312.00
HVAC SERVICE - A/C REPAIR		350.00
	TOTAL:	662.00
SPECIALTY SPRINKLING SYSTEMS INC		
CITY HALL IRRIGATION REPAIRS		3,157.00
IRRIGATION MAINTENANCE		1,130.00
REPAIRS TO ROUTE 14 SPRINKLER SYSTEM		332.00
	TOTAL:	4,619.00
STATUS SHARE LLC		
RAINOUT LINE SUBSCRIPTION		399.00
	TOTAL:	399.00
STREICHER'S		
NIPAS GEAR - DIAZ		338.98
	TOTAL:	338.98
STUART SCHOR		
LEAD SERVICE LINE REPLACEMENT REIMB - 414 S ORIOLE		11,550.00
LEAD SERVICE LINE REPLACEMENT REIMB - 414 S ORIOLE		200.00
	TOTAL:	11,750.00
SUPERIOR ELECTROSTATIC PAINTING		
ELECTROSTATIC PAINTING DOWNTOWN		21,740.00
	TOTAL:	21,740.00
SUTTON FORD INC		
2026 VEHICLE PURCHASE/DELIVERY - W&S		55,241.00
2026 VEHICLE PURCHASE/DELIVERY - WASTEWATER		52,465.00
2026 VEHICLE PURCHASE/DELIVERY - WASTEWATER		52,465.00
2026 FORD F450 - W&S UNIT 549		58,062.00
	TOTAL:	218,233.00
SYMBOL ARTS		
MEDALS - 2026 AWARDS Q1		210.00
	TOTAL:	210.00
SYNAGRO CENTRAL LLC		
BIOSOLIDS HAULING PLANT 3 LANDFILL		7,939.97
	TOTAL:	7,939.97
T.O.P.S. IN DOG TRAINING		
MAINTENANCE, RECERTIFICATION CRUISE & OSAKA		1,250.00
	TOTAL:	1,250.00

Description		Amount
TERMINAL SUPPLY INC		
MISC. SHOP SUPPLIES		200.96
	TOTAL:	200.96
THOMPSON ELEVATOR INSP SERVICE INC		
2026 ELEVATOR INSPECTIONS (PASS THRU COSTS)		172.00
2026 ELEVATOR INSPECTIONS (PASS THRU COSTS)		200.00
2026 ELEVATOR INSPECTIONS (PASS THRU COSTS)		143.00
2026 ELEVATOR INSPECTIONS (PASS THRU COSTS)		774.00
	TOTAL:	1,289.00
TRAFFIC CONTROL & PROTECTION LLC		
CONFINED SPACE SIGNAGE		550.00
	TOTAL:	550.00
TREASURER OF THE STATE OF ILLINOIS		
SEX OFFENDER REGISTRATION FEES JUL 25 TO JUN 26		10.00
	TOTAL:	10.00
ULINE		
TABLES FOR CONFERENCE ROOM		1,877.61
	TOTAL:	1,877.61
ULTRA STROBE COMMUNICATIONS INC		
RADIOS FOR THREE OAKS		839.85
	TOTAL:	839.85
UPS		
POSTAGE - STREAMLIGHT REPAIR		21.78
	TOTAL:	21.78
USALCO, LLC		
ALUM PLANT 2		4,868.84
	TOTAL:	4,868.84
VERIZON WIRELESS		
CELLULAR SERVICE - JULY 2026		12,191.66
	TOTAL:	12,191.66
VESTIS GROUP, INC ARAMARK UNIFORM & CAREER APPAREL GROUP, INC		
W&S SHOP TOWELS/MATS		65.52
FLEET MATS, SHOP TOWELS		65.08
MATT & SHOP TOWEL RENTAL		82.38
W&S SHOP TOWELS/MATS		39.26
FLEET SHOP TOWELS/MATS		50.87
	TOTAL:	303.11
VICTOR FORD		
MISC. AUTO REPAIRS		195.00
MISC. AUTO REPAIRS		195.00
	TOTAL:	390.00

Description		Amount
VISIONMETRIC LTD		
FACIAL RECOGNITION SOFTWARE RENEWAL		1,699.00
	TOTAL:	1,699.00
VOLLMAR PRECAST PRODUCTS LLC		
PLANT MAINTENANCE SUPPLIES - LIFT 5		395.00
CONCRETE ADJ RINGS		330.00
	TOTAL:	725.00
W.S. DARLEY & CO		
LEATHER SHIELDS		317.50
	TOTAL:	317.50
W.W. GRAINGER, INC		
BOILER #2 REPLACEMENT ACTUATOR		1,612.90
CREDIT FOR CHECK VALVES LOST - LIFT 5		(1,447.30)
LIFT 14 PLC POWER SUPPLY		302.56
WTP AIR LINES		61.83
CHECK VALVES AT THE PARK DISTRICT LIFT STATION		1,447.30
WRAPAROUND LABELS, WHITE NYLON		126.03
	TOTAL:	2,103.32
WELDERS SUPPLY COMPANY		
PROPANE FOR FORKLIFT UNIT 14		60.99
	TOTAL:	60.99
WM J CASSIDY TIRE & AUTO SUPPLY		
TIRE REPAIR - UNIT 405		50.40
TIRE REPAIR - UNIT 408		555.71
TIRE REPAIR - UNIT 414		89.16
	TOTAL:	695.27
WOODHOUSE TINUCCI ARCHITECHTS LLC		
ARCHITECTURAL REVIEW OF RAISED SEATWALL/ENTRY SIGN		2,565.00
	TOTAL:	2,565.00
WOODSTOCK LUMBER CO		
LUMBER FOR STORY WALK DISPLAYS		587.20
STORY WALK DISPLAY SUPPLIES		113.73
	TOTAL:	700.93
WORKING WORLD STAFFING		
TEMPORARY STAFF IN FINANCE DEPT		489.60
TEMPORARY STAFF IN FINANCE DEPT		489.60
TEMPORARY STAFF IN FINANCE DEPT		367.20
TEMPORARY STAFF IN FINANCE DEPT		489.60
TEMPORARY STAFF IN FINANCE DEPT		489.60
	TOTAL:	2,325.60
Report Total:		3,209,609.78

FUND TOTALS:

101 GENERAL FUND	273,593.83
110 CAPITAL REPLACEMENT FUND	1,256,415.65
115 VEHICLE REPLACEMENT FUND	42,621.05

Description	Amount
201 RESTRICTED POLICE FUNDS	1,588.98
230 FIRE RESCUE FUND	12,714.51
260 PARKING FUND	3,172.03
620 WATER & SEWER FUND	311,739.88
630 W&S CAPITAL & EQUIP REPL FUND	1,307,763.85

PAYMENT TYPE TOTALS:

ACH Transaction	2,864,090.02
Paper Check	345,519.76

INVOICE APPROVAL (BY INVOICE) FOR CITY OF CRYSTAL LAKE

EXP CHECK RUN DATES 07/29/2026 - 07/29/2026
POSTED AND UNPOSTED
OPEN AND PAID

	Invoice Number	Bank Account	Description	Amount
102700 COMCAST CABLE				
	0065433-07132026	GFCKG	CITY HALL TV SERVICE	104.97
	0292334-07112026	GFCKG	EOC TV SERVICE	4.18
	0432484-07102026	GFCKG	3 OAKS INTERNET SERVICE	174.85
	0604819-07122026	GFCKG	CABLE INTERNET SERVICE - FIRE STATION 3	207.85
	0782375-07142026	GFCKG	MCCORMICK WATER TOWER COAX INTERNET	369.45
Total For: COMCAST CABLE				861.30
027672 FEDEX				
	9-371-12307	GFCKG	POSTAGE	496.51
Total For: FEDEX				496.51
102914 PITNEY BOWES BANK INC RESERVE				
	13064050	GFCKG	POSTAGE MACHINE REFILL	2,508.56
Total For: PITNEY BOWES BANK INC RESERVE				2,508.56
071460 POSTMASTER				
	AUGUST 2026	GFCKG	NEWSLETTER POSTAGE	3,000.00
Total For: POSTMASTER				3,000.00
Report Total:				6,866.37

FUND TOTALS:

101 GENERAL FUND	5,455.74
230 FIRE RESCUE FUND	56.98
620 WATER & SEWER FUND	857.14
630 W&S CAPITAL & EQUIP REPL FUND	496.51

PAYMENT TYPE TOTALS:

Paper Check	6,866.37

LIST OF BILLS PRESENTED FOR APPROVAL
August 4, 2026

APPROVED BY:

Mayor	City Manager
Council Member	Finance Director

Fund	Description	Amount
101	General Fund	$279,049.57
110	Capital Replacement Fund	$1,256,415.65
115	Vehicle Replacement Fund	$42,621.05
201	Restricted Police Funds	$1,588.98
230	Fire/Rescue Fund	$12,771.49
260	Parking Fund	$3,172.03
620	Water and Sewer Fund	$312,597.02
630	W&S Capital & Equip Repl Fund	$1,308,260.36
	Subtotal - Checks	**$3,216,476.15**
	Wire Transfers	
	Biweekly Payroll 07/31/26	$1,298,641.39
	Subtotal - Wire Transfers	**$1,298,641.39**
	GRAND TOTAL	**$4,515,117.54**

Agenda Item No: 9b

City Council
Agenda Supplement

Meeting Date: August 4, 2026

Item: New Directions Addiction Recovery Services – Zero Fest Special Event Request and Closure of Beardsley Street (from Main Street to Ellsworth Street) and a portion of the parking lot by 135 Beardsley Street – Saturday, October 3, 2026

Recommendation: Motion to approve the application for a Special Event for Zero Fest to be held on Saturday, October 3, 2026, including street and parking lot closures, pursuant to staff recommendations

Staff Contact: Kathryn Cowlin, Director of Community Development
Victoria Wojcik, Community Development Analyst

Background: New Directions Addiction Recovery Services has applied for a Special Event to hold the 3rd Zero Fest, an outdoor fun fall event for people of all ages to enjoy, without the promotion of alcohol. This event will be used as a way to raise awareness of New Directions Addiction Recovery Services. The Other Side is a project of the non-profit New Directions Addiction Recovery Services, and hosting this event will provide the community with an example of what services are provided. Zero Fest will be held from 1:30 p.m. to 8:00 p.m. on Saturday, October 3, 2026. This event would include live music, non-profit vendors, local artists and informational tents, food trucks, and a bags tournament.

The applicant is proposing to block off Beardsley Street between Main Street and Ellsworth Street and a portion of the Beardsley Street public parking lot, beginning at 12:00 p.m. on Friday, October 2, to set up the stage. All barricades will be removed, and the site cleaned by 12:00 p.m. on Sunday, October 4, 2026. They are also proposing to place a tent with seating, games, vendors, portable toilets and handwashing stations in the City's north portion of the parking lot located at 135 Beardsley Street for their event. The organizers will designate dedicated parking spaces for the tenants of 125-129 Main Street in the parking lot located at 91 Ellsworth Street.

A hold harmless agreement and certificate of insurance of applicant are on file.

The number of officers required for the event have been determined by the Police Department. The Police Department has determined that the chargeback fee total will be

approximately $1,257.20 for two officers during the event. Similar to previous years, the applicant has not requested to waive the fee.

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

1. The approval for this event is valid for Saturday, October 3, 2026, from 1:30 p.m. to 8:00 p.m. The closure of Beardsley Street and the public parking lot is permitted from 12:00 p.m. on Saturday, October 2, to 12:00 p.m. on Sunday, October 4, 2026.
2. All electrical must comply with the 2017 National Electric Code and is subject to an inspection prior to starting the event.
3. The applicant must notify all business owners along Main Street, from the railroad tracks to Prairie Street, that Beardsley Street will be closed beginning at 12:00 p.m. on Saturday, Saturday, October 2, to 12:00 p.m. on Sunday, October 4, 2026, a minimum of 2 weeks prior to the event.
4. Provide approved access for emergency vehicles to gain entry to the event as well as maintain access to the existing structures. With the exception of the stage, a minimum of 20 feet must be open at all times to access Beardsley Street between Main Street and Ellsworth Street. Any barricades used must be easily moveable for emergency access.
5. Pre-event advertisements and event-day signage should direct motorists to the commuter lots for parking.
6. The petitioner must erect approved barricades and advance-warning signs for the temporary closure of Beardsley Street. These signs and barricades must only be in place during the approved time for the road closure, and should be placed so that emergency response personnel are capable of moving them if emergency response vehicles need access.
7. Promotional and informational banners and signage are approved via this approval. Please contact the Building Division regarding the details of the signage to be used in conjunction with the event. Signs cannot obstruct the view of traffic or be attached to utility poles.
8. Any tent/canopy must be anchored using stakes, sand, or concrete blocks.
9. Generators, if used, must be a minimum of 20 feet from any tents and/or canopies, and protected from the public fencing, enclosures, or their approved means. *Generators should be properly outlined by the manufacturer.*
10. All electrical cords shall be covered to avoid a potential trip hazard. Electrical cords shall utilize an approved, commercially available cord protector.
11. Food trucks shall be inspected PRIOR to the event. Food trucks are required to provide a valid City of Crystal Lake certificate of inspection upon demand. City of Crystal Lake employees shall provide identification. A list of currently inspected food trucks is available by contacting Community Development.
12. The applicant must provide adequate trash receptacles, which need to be emptied on a regular basis throughout the event, and following post-event cleanup. Downtown amenities and landscaping must be properly maintained and/or restored to their original condition, as necessary. Waste materials in/under and within 30 feet of all tents/canopies need to be stored in approved containers. (Garbage cans must be provided for waste.)
13. The event organizer must schedule a meeting with the Fire Prevention Bureau at least one week prior to the event by calling 815-356-3640 regarding cooking and other requirements for tents and canopies. Canopies/tents must be adequately set up according to the attachment.
14. Tents having an area exceeding 400 square feet (700 square feet with open sides) require a permit in accordance with (2018) IFC Section 3103.2. Please contact the Fire Rescue Department (815-356-3640) if utilizing a tent that shall require a permit.

15. A weather monitoring person is required during the event and an emergency plan shall be in place in the event of severe weather, as per (2018) IFC Section 3106.4.1 & 3106.4.2.

The applicant has been made aware of these recommended conditions and advised to attend the August 4, 2026, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.

CITY OF
Crystal Lake
ILLINOIS

SPECIAL EVENTS APPLICATION

Please PRINT or TYPE

EVENT NAME Zero Fest

EVENT LOCATION 135 Braedsley St, Crystal Lake, IL 60014

This application should be completed by the "Event Manager", who will be the main coordinator and contact person for the event. Completing the application form will give you a good idea of the types of arrangements, approvals and documents that will be necessary for your special event. Please complete as much of the following information as possible before turning in the application. Once the application is turned in, a staff liaison will be in contact with you who will guide you in completing the remainder of the application and fulfilling City requirements for the event.

Please note that City Council approval may be required for certain special events/requests

GENERAL EVENT INFORMATION

1. TYPE OF EVENT (Check all that apply)

- ☐ Carnival
- ☐ Circus
- ☑ Festival
- ☐ Filming
- ☐ Other
- ☐ General use of City-owned property
- ☐ Parade
- ☐ Outdoor Sales
- ☐ Run/Walk Event

2. General Description/Purpose of the event:

The Other Side, A sober coffee bar in downtown Crystal Lake, is looking to host our 4th annual "Zero Fest". The purpose of this ecent is to raise awareness for the services New Directions Addiction recovery Services offers. Zero Fest is a substnce free festival that will include Live Music, resource tables, food trucks, and other festival activities

3. Will the event require the use of City-owned property? ☑ Yes ☐ No
4. Is a Site Map/Route Map attached? ☐ Yes ☐ No
5. Is the event an annual/recurring event? ☑ Yes ☐ No
6. Will the event require a public street/sidewalk to be blocked or closed? ☑ Yes ☐ No
7. Will the event require use of a public parking lot? ☑ Yes ☐ No
8. Number of persons scheduled to monitor and work the event: 25
9. Estimated attendance: 500

10. Is a "rain date" proposed? Y ☐ or N ☑ If yes, what is the rain date? _____

ORGANIZATION INFORMATION

11. ☑ Organization is registered with the State of Illinois as a Non-Profit Organization
12. Name of Event Manager: Christine Grierson
13. Contact Information for Event Manager:

Address: 500 Coventry Ln #270
Crystal Lake, IL 60014

(Please check preferred means of contact)

Daytime phone: [redacted] ☐
Emergency phone: [redacted] ☐
Cell phone: [redacted] ☐
Email: [redacted] ☑

EVENT OPERATION

14. Date(s) of the event (including time for assembling and/or dismantling support structures):

Set Up: Friday Oct 2, 2026 12pm.
Event: Saturday Oct 3, 2026 1:30pm - 8:00 pm
Dismantling: Sunday Oct 4 2026 by 12pm

15. Hours of the event:

Set Up: Friday Oct 2, 2026 12pm.
Event: Saturday Oct 3, 2026 1:30pm - 8:00 pm
Dismantling: Sunday Oct 4 2026 by 12pm

CITY MANAGER'S OFFICE

16. Will the event hold a raffle of any kind? ☐ Yes* ☑ No

***If yes, please complete attached Raffle License Application**

17. Is the Certificate of Insurance and Hold Harmless Agreement attached? ☑ Yes ☐ No

***Attached please see the City's insurance provisions (Required for all special events)**

18. Will alcoholic beverages be served or sold at the event? ☐ Yes* ☑ No

If yes, what type of alcoholic beverages will be served?

_____

_____

_____

Please complete the attached Temporary Liquor License Application

COMMUNITY DEVELOPMENT

19. Will the event require tents or temporary structures? ☑ Yes ☐ No

20. What signs or advertising do you anticipate needing for the event?

Temporary community event signs ☑ Yes ☐ No

Temporary neighborhood event signs ☐ Yes ☑ No

Directional signs ☑ Yes ☐ No

Banner ☑ Yes ☐ No

21. Will food be served or sold at the event? ☑ Yes* ☐ No

If yes, please contact the McHenry County Health Department and please provide the City with a copy of the approval from the McHenry County Health Department.

22. Will the event include vendors selling products? ☑ Yes ☐ No

Description of Products 3-4 food trucks with proper temorary food establishment permitting

23. Will the event require portable sanitation facilities? ☑ Yes ☐ No

Name of Company Ed's Rental
Address 5407 E Terra Cotta Ave., Crystal Lake
Phone 815-455-3232

24. Will the use of electricity be required for the event? ☑ Yes ☐ No

If yes, please specify the power requirements and plan for provision
3 Craftsman 3000 wall inverter grnerators, 1 Lincoln 8K watt generator

PUBLIC SAFETY ***Please remember to post the Firearm Concealed Carry Act sign***

25. Does this event require assistance from the Police Department? ☐ Yes ☑ No

26. Does this event require an on-site ambulance? ☐ Yes ☑ No

27. Will the event require sound amplification of any kind? ☑ Yes ☐ No

28. Please state what provisions have been made for first aid and emergency medical services, if any:

Staff and volunteers actively monitor the event and assist attendees as needed. A designated event lead will coordinate any emergency response.

a first aid kit and portable AED/defibrillator will be available on site, and staff will keep access points

clear for emergency vehicles. For any serious medical issue, 911 will be called immediatley and responders will be directed to scene.

PUBLIC WORKS

29. Will the event require barricades for traffic control? ☑ Yes* ☐ No

If yes, please complete the attached Barricade Borrowing Application

30. Will the event require water? ☐ Yes ☑ No

Specify _____

Please remember to include the necessary attachments, if possible. (Please check those included)

- ☑ Barricade Borrowing Application
- ☑ Certificate of Insurance/Hold Harmless Agreement
- ☐ Raffle License Application
- ☐ Temporary Liquor License Application

The undersigned has read the foregoing application and knows the contents thereof, and affirms that the information is true and correct to the best of his/her knowledge, information and belief. For special events, the undersigned agrees to indemnify and hold harmless the City, together with its officers, agents, volunteers, and employees from all losses, damages, injuries, claims, demands and expenses arising out of, or as the result of, the operation of the event, the special City services provided for the event, and/or the permit issued for same, and/or the condition, maintenance and use of the public property in connection with the event, as well as for any injury to or sustained by a City employee, agent, or contractor in conjunction with the event authorized by the City.

Signature _____ Date 7/6/26

Christin Emerson
Print Name

STAFF USE ONLY

Assigned City Department: _____

Assigned City Staff Liaison: _____

Meeting with Event Organizer Required: ☐ Yes ☐ No

City Council Approval Required: ☐ Yes ☐ No

DOWNTOWN CRYSTAL LAKE

25 West Crystal Lake Avenue - Crystal Lake, Illinois 60014
Phone: [redacted]
Website: www.DowntownCL.org - Email: [redacted]

July 10, 2026

Mr. Eric Helm
City Manager
City of Crystal Lake
100 W. Woodstock St.
Crystal Lake, IL 60014

Dear Mr. Helm,

I am writing on behalf of the Historic District of Downtown Crystal Lake (Downtown Crystal Lake/Main Street) to express our full support for "Zero Fest," as planned by The Other Side Cafe & Sober Bar for October 3, 2026, from 1 pm - 8 pm. We understand part of the request is to close off a portion of Beardsley St. (from Main St. to Ellsworth St.), and we are in support of this plan.

We are very grateful for the work that The Other Side and New Directions are doing in our community and are eager to support their visions and efforts in any way that we can.

Please let me know if you have any questions or need any further information.

Sincerely,

Joy Neal

Joy Neal
Executive Director
Downtown Crystal Lake/Main Street

City of Crystal Lake

Barricade & Cone Borrowing/ Block Party Application

Individuals wanting to borrow barricades or cones from the City of Crystal Lake are required to provide the information requested and agree to all of the conditions stated in the following application.

Privately sponsored Events on Private Property are excluded. Organizer must provide own barricades /cones.

Name & Location of Event: Zero Fest 135 Beardsley St., Crystal Lake, IL 60014

Christine	M	Grierson
First Name		Last Name

902 Walnut Drive	Kirkland	IL	60146
Residential Address	City	State	Zip

[redacted]	[redacted]	[redacted]
Home Phone	Cell Phone	Email

Date of Event: 10 / 03 / 2026 Time of Event: 1:30pm to 8:00pm

Number of Barricades Needed *(maximum 12) at least two per intersection*: 16

Number of Cones Needed *(maximum 20)*: 20

Street(s) to be closed to non-emergency traffic:

Beardsley	between Main	and Ellsworth
Street Name	Street Name	Street Name

Applicant agrees to:

- Return barricades and cones in the same condition as received.
- Return barricades and cones to the City Garage on the following business day after completion of the event.
- Reimburse the City of Crystal Lake for barricades or cones which are damaged or missing at a rate of $98 per barricade and $26 per cone.

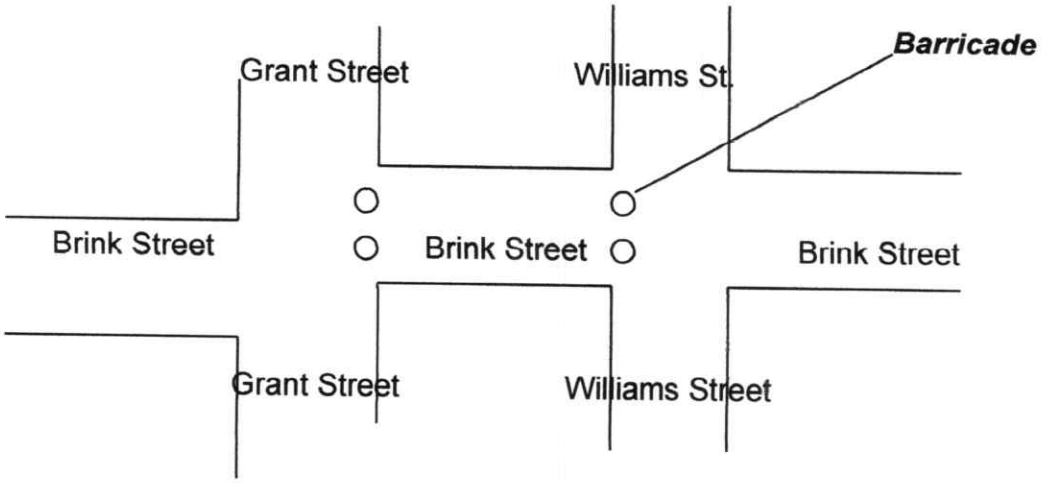
Borrower Signature

6 / 29 / 2026
Date

Please return application to the Public Works Department at: bmogan@crystallake.org or City of Crystal Lake, 100 W. Woodstock Street, Crystal Lake, IL 60014 (815) 356-3614

Prior to approval for the use of City barricades or cones, the applicant is <u>required</u> to identify the exact placement of the barricades and cones. In the space provided below, please draw a map indicating the location of the barricades or cones to be used for the event and provide a description of the street(s) to be closed to non-emergency traffic (see example below).

<u>Example</u>:



<u>Example Description</u>:
Access to Brink Street between Grant Street and Williams Street will be closed to non-emergency traffic.

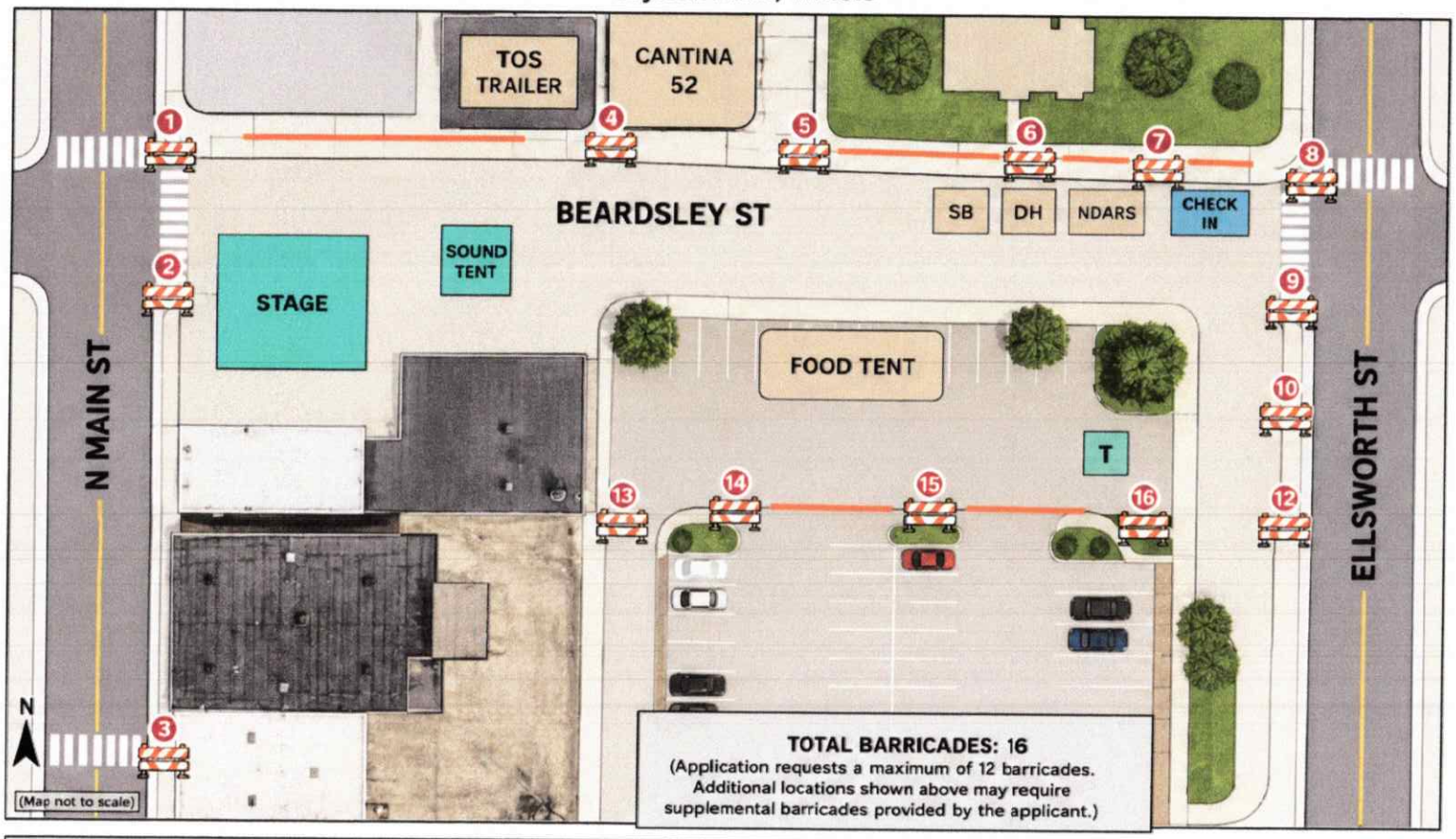
<u>Map showing the Location of the Barricades and Cones</u>:

<u>Description</u>:

Please return application to Public Works Department at: bmogan@crystallake.org or City of Crystal Lake, 100 W. Woodstock Street, Crystal Lake, IL 60014 (815) 356-3614

ZERO FEST 26 – BARRICADE PLAN

Beardsley Street between Main Street and Ellsworth Street
Crystal Lake, Illinois



TOTAL BARRICADES: 16
(Application requests a maximum of 12 barricades. Additional locations shown above may require supplemental barricades provided by the applicant.)

LEGEND

- = BARRICADE
- T = TOILETS
- S = SOUND TENT
- = VENDOR
- = FENCING

DESCRIPTION

Beardsley Street between Main Street and Ellsworth Street will be closed to non-emergency traffic for Zero Fest **26**.

Barricades will be placed at all street closure points as shown on this map, including the Main Street intersection, the Ellsworth Street intersection, and the designated parking lot access points.

Emergency vehicle access will be maintained and coordinated with public safety personnel as needed.

BARRICADE LOCATIONS

1. Main St (NW corner)
2. Main St (SW corner)
3. Main St (SW corner – south side)
4. Beardsley St (west side)
5. Beardsley St (north side – mid)
6. Beardsley St (north side – vendor area)
7. Beardsley St (north side – east)
8. Ellsworth St (NW corner)
9. Ellsworth St (NE corner)
10. Ellsworth St (mid – north side)
11. Ellsworth St (mid – south side)
12. Ellsworth St (SE corner)
13. Parking Lot Access (west entrance)
14. Parking Lot Access (center west)
15. Parking Lot Access (center east)
16. Parking Lot Access (east entrance)

EVENT: ZERO FEST 26
DATE: October 3, 2026
TIME: 1:30 PM – 8:00 PM
LOCATION: 135 Beardsley St.
Crystal Lake, IL 60014

Agenda Item No: 9c

City Council
Agenda Supplement

Meeting Date: August 4, 2026

Item: Championship Signs Resolution

Staff recommendation: Motion to adopt a Resolution authorizing signs to be placed recognizing Crystal Lake Central High School's Girls Varsity Soccer Team as the 2026 Class 2A Girls Soccer IHSA State Champions

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

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Background:

On July 1, 2008, the City Council adopted a resolution creating a Championship Signs Program that recognizes individuals or teams from the community who have won State championships. After a request, two signs are installed near the school and the championship signs remain in place for a one-year period, after which the signs will be taken down, with one sign given to the high school or club as a memento honoring the individual or team champions.

On June 6, 2026, the Girls Varsity Soccer Team from Crystal Lake Central High School won the IHSA Class 2A State Championship. This is a tremendous accomplishment by this team of student-athletes.

Recommendation:

Staff recommends that signs be placed in relative proximity to Crystal Lake Central High School to recognize the achievement of the Girls Varsity Soccer Team.

Votes Required to Pass:

Simple majority

R E S O L U T I O N

WHEREAS the CITY OF CRYSTAL LAKE publically recognizes significant accomplishments by local student-athletes; and

WHEREAS, on June 6, 2026, the Crystal Lake Central High School's Girls Varsity Soccer Team won the 2026 Class 2A Girls Soccer IHSA State Championship.

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 direct staff to place signs acknowledging the Crystal Lake Central High School's Girls Varsity Soccer Team as the 2026 Class 2A Girls Soccer IHSA State Champions.

DATED this 4th day of August 2026.

Draft

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Hammonds, CITY CLERK

PASSED: August 4, 2026
APPROVED: August 4, 2026

Agenda Item No: 10

City Council
Agenda Supplement

Meeting Date: August 4, 2026

Item: Bid Award – Sanitary Sewer Manhole Rehabilitation

Staff Recommendation: Motion to award the contract for Sanitary Sewer Manhole Rehabilitation to the lowest responsive and responsible bidder, BLD Services, LLC, and to adopt a Resolution authorizing the City Manager to execute a contract with BLD Services, LLC, in the amount of $324,998.25 with a 10% contingency for unforeseen expenses and to approve warranted completion date extensions

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

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Background:

Sanitary sewer manhole rehabilitation is an annual program under the City's Capital Improvement Program (CIP). The City has been lining sanitary sewer lines for many years and is now moving to implement lining technology in manholes, particularly old brick-constructed manholes. The program also targets structural deficiencies identified during routine manhole inspections conducted by Public Works Department crews. These deficiencies include deteriorated benching (the sloped surface at the base of the manhole that connects the channel to the manhole walls), cracked or leaking walls, deteriorating bricks/ mortar, and groundwater infiltration. Infiltration is the unwanted flow of groundwater into the sanitary sewer system. If left unaddressed, infiltration can overwhelm the sewer network during high flow events, leading to backups and operational challenges at the City's wastewater treatment facilities.

As part of the City's manhole condition assessment and maintenance program, staff has evaluated manholes and compiled a prioritized list of those recommended for rehabilitation. Rehabilitation will include patching and repairing the below-grade structure, followed by the application of a spray-applied liner to reduce infiltration and enhance structural stability, thereby extending the service life of the manhole. Lining is a cost-effective and minimally disruptive alternative to full manhole reconstruction.

Staff followed the City's procurement policies and advertised for bids in the newspaper and on QuestCDN, a web-based bid solicitation service that attracts local and national vendors and contractors. On July 14, 2026, the City of Crystal Lake publicly opened and read aloud the bids

received for the lining of manholes at various locations throughout the City. The following is a breakdown of the base bids received:

Description of Work	Unit	Est. Qty.	√ BLD Services LLC		Hoerr Construction, Inc.		National Power Rodding Corporation		Insituform Technologies USA, LLC	
			Price per Unit	Extension	Price per Unit	Extension	Price per Unit	Extension	Price per Unit	Extension
Cementitious Manhole Coating - Spray Applied, 48" Manhole	Vertical Foot	1026.25	$297.00	$304,796.25	$297.00	$304,796.25	$391.00	$401,263.75	$530.86	$544,795.08
Repair Bench and Trough	ea.	15	$1,250.00	$18,750.00	$2,150.00	$32,250.00	$3,000.00	$45,000.00	$1,800.00	$27,000.00
Access beyond 100' from road	ea.	1	$1,452.00	$1,452.00	$1,600.00	$1,600.00	$20,000.00	$20,000.00	$1,200.00	$1,200.00
			TOTAL:	$324,998.25	TOTAL:	$338,646.25	TOTAL:	$466,263.75	TOTAL:	$572,995.08

√ Indicates recommended lowest responsive and responsible bidder

Recommendation

This contract is being presented pursuant to a competitive bidding process. Under such process, the contract is to be awarded to the "lowest responsive and responsible bidder." The lowest responsive and responsible bidder is the contractor: (i) whose bid substantially conforms to the material provisions of the bid specifications, (ii) who demonstrates the financial capacity and ability to undertake and complete the project in question in accordance with bid specifications, and (iii) whose bid price is lowest among the responsive and responsible bidders. This contract is subject to prevailing wage requirements. Selecting a contractor on a basis not set forth in the bid specifications can lead to challenges to the City's award.

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the Invitation to Bid. Staff has checked the references submitted by BLD Services, LLC and recommends awarding the Sanitary Sewer Manhole Rehabilitation contract to BLD Services, LLC, the lowest responsive and responsible bidder, in the amount of $324,998.25.

Votes Required to Pass:

Simple majority

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE has identified the need for sanitary sewer manhole rehabilitation to address structural deficiencies and minimize infiltration; and

WHEREAS the CITY received and publicly opened bids for rehabilitation of various sanitary sewer manholes in the City on July 14, 2026; and

WHEREAS the lowest responsive and responsible bidder is BLD Services, 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 the City Manager is authorized to execute a contract between the CITY OF CRYSTAL LAKE and BLD Services, LLC for the rehabilitation of sanitary sewer manholes in various locations in the amount of $324,998.25; 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.

DATED this 4th day of August, 2026.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Hammonds, CITY CLERK

PASSED: August 4, 2026

APPROVED: August 4, 2026

Draft

THE CITY OF CRYSTAL LAKE

CONTRACT FOR

2026 SANITARY SEWER MANHOLE REHABILITATION PROGRAM

BIDDER'S PROPOSAL

Full Name of Bidder BLD Services, LLC ("Bidder")

Principal Office Address 2424 Tyler Street, Kenner, LA 70062

Local Office Address 5 Industrial Park Drive, Winchester, IN 47394

Contact Person Jacob Trapani, Vice President Telephone 504-466-1344

TO: The City of Crystal Lake ("Owner")
100 W. Woodstock Street
Crystal Lake, Illinois 60045

Attention: *Michael Wisinski – Public Works Manager*
SEALED BID: 2026 SANITARY SEWER MANHOLE REHABILITATION

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. NONE, which are securely stapled to the end of this Bidder's Proposal [if none, write "NONE"] ("Bid Package").

Bidder acknowledges and agrees that all terms capitalized in this Bidder's Proposal shall have the meaning given to them in the documents included in the Bid Package.

1. **Work Proposal**

A. Contract and Work. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package: (1) to provide, perform and complete at the site or sites described in the Bid Package ("Work Site") and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Sanitary Sewer Manhole Rehabilitation; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided in Attachment A to the Contract included in the Bid Package; (3) to procure and furnish all Bonds and all certificates and policies of insurance specified in the Bid Package; (4) to pay all applicable federal, state and local taxes; (5) to do all

SCHEDULE OF PRICES

A. UNIT PRICE CONTRACT

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

COMPLETE TABLE AS INDICATED

Description of Work	Unit	Price per Unit	Est. Qty.	Extension
Cementitious Manhole Coating - Spray Applied 48" Manhole	Vertical Foot	$297.00	1,026.25	$304,796.25
Repair Bench and Trough	ea.	$1,250.00	15	$18,750.00
Access beyond 100' from road (#78 MH 2100017)	ea.	$1,452.00	1	$1,452.00

TOTAL CONTRACT PRICE:

Three Hundred Twenty-Four Thousand Nine Hundred Ninety-Eight (in writing) Dollars and Twenty-five (in writing) Cents

$324,998 (in figures) Dollars and 25 (in figures) Cents

D. BASIS FOR DETERMINING PRICES

It is expressly understood and agreed that:

1. The approximate quantities set forth in this Schedule of Prices for each Unit Price Item are Owner's estimate only, that Owner reserves the right to increase or decrease such quantities, and that payment for each Unit Price Item shall be made only on the actual number of acceptable units of such Unit Price Item installed complete in place, measured on the basis defined in the Contract;

2. Owner is not subject to state or local sales, use and excise taxes and no such taxes are included in this Schedule of Prices;

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: August 4, 2026

Item: Designation and Auction Sale of Surplus Property

Staff Recommendation: Motion to Adopt a Resolution:

1. Designating the items identified in Exhibit "A" as surplus property, and
2. Authorizing surplus items to be disposed of as designated in Exhibit "A," and
3. Authorizing the City Manager to execute an agreement with Obenauf Auction Service, Inc., for the sale of City surplus property
4. Authorizing surplus items not sold, donated, or whose proposed auction price is less than a scrap price, be scrapped in accordance with the City's scrap metal policy

Staff Contact: Jodie Hartman, Director of Finance

Background:

The City of Crystal Lake periodically coordinates the selling of surplus City equipment. A list of property proposed as surplus, to be destroyed, dismantled or sold through a public online bidding process or brokerage sale, is attached as Exhibit "A". Exhibit "A" identifies a list of surplus non-utilized pieces of equipment which have been submitted by various City departments. The designation of equipment as surplus and subsequent auction sales of equipment provides the following benefits to the City:

1) Designating equipment as surplus allows the City the ability to make space available currently occupied by the non-utilized equipment.
2) Partnerships with auction firms minimize the costs and time required to sell the equipment through a bidding process. These costs include advertising, publishing legal notification, and staff time required to show the equipment. The associated cost to the City by utilizing Obenauf Auction Service, Inc., is a 3% commission for all items sold.
3) Participation in auction sales provides an additional avenue for the sale of the surplus equipment and vehicles to increase the likelihood that the City will maximize its return on the sale of the items.

The items in Exhibit “A” marked for sale will be sold through auction by the City’s broker, Obenauf Auction Service, Inc. Items marked as junk/destroy, scrap or dismantle for parts have been determined by the responsible department to have minimal or no value.

Recommendation:

It is the recommendation of staff to designate the items in Exhibit “A” as surplus, to authorize the City Manager to execute an agreement with Obenauf Auction Service, Inc., for the sale of the surplus items through a public online bidding process administered by Obenauf with a 3% sales commission for all items sold, and to authorize the destruction or dismantling of the surplus items as indicated.

Votes Required to Pass:

Simple majority

Res. No.

RESOLUTION

WHEREAS the CITY OF CRYSTAL LAKE from time to time designates surplus items that are no longer needed or obsolete; and

WHEREAS disposing of said items provides revenue and utilization of an online auction service increases the likelihood that the City will maximize its return on the sale of the items.

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the items identified in Exhibit "A" be and are hereby designated as surplus; and

BE IT FURTHER RESOLVED that the surplus items are to be disposed of as designated in Exhibit "A;" and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute an agreement with Obenauf Auction Service, Inc., for auction services pertaining to items listed on "Exhibit A" for a 3% sales commission; and

BE IT FURTHER RESOLVED that any items not sold or whose proposed auction price is less than a scrap price, be scrapped in accordance with the City's scrap metal policy.

DATED this 4th day of August, 2026.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL
ATTEST

_____
CITY CLERK

PASSED: August 4, 2026
APPROVED: August 4, 2026

Draft

Exhibit A

DEPT	QTY	ITEM	YEAR	MAKE/MANUFACTOR	MODEL	SERIAL NO	DISPOSITION ACTION REQUIRED
Police	63	Avon C50 Gas Mask		Avon	C50		Sale to the general public
Police	1	Wrap Restraint System	2010	Saferestraints		101060	Junk/Destroy
Fleets	1	2014 Ford F1450	2014	Ford	F150	1FTFX1EF5EKF22837	Sale to the general public
Fleets	1	2017 Ford Interceptor Sedan	2017	Ford	Interceptor Sedan	1FAHP2MK2HG145345	Sale to the general public
Fleets	1	1996 Ford 3930 Tractor	1996	Ford	3930	014143B	Sale to the general public
Fleets	1	2005 John Deere 5205 Tractor	2005	John Deere	5205	LV5202C523254	Sale to the general public
Fleets	1	2018 Ford Escape	2018	Ford	Escape	1FCU9GD3JUD61078	Sale to the general public
Fleets	1	2017 Ford Fusion	2017	Ford	Fusion	3FA6POH74HR235932	Sale to the general public
Fleets	1	2017 Ford Escape	2017	Ford	Escape	1FMCU9GD9HUC04052	Sale to the general public
Fleets	1	2017 Ford Transit Van	2017	Ford	Transit	1FTYE1ZM9HKA37029	Sale to the general public
Fleets	1	2019 Nissan Altima	2019	Nissan	Altima	1N4BL4BV7KC188555	Sale to the general public
Fleets	1	2012 Ford F350 service body	2012	Ford	F350	1FTRF3B63CEA33302	Sale to the general public
Fleets	1	2009 Ford F350 pick up truck	2009	Ford	F350	1FTWF31569EB25640	Sale to the general public
Fleets	1	2016 Ford F250	2016	Ford	F250	1FTBF2B68GEB33249	Sale to the general public
Fleets	1	2016 Ford F250	2016	Ford	F250	1FTBF2B64GEB33250	Sale to the general public
Fleets	1	2018 Ford F150	2018	Ford	F150	1FTEX1EB9JFE78224	Sale to the general public
Fleets	1	2019 Chevrolet Malibu	2019	Chevrolet	Malibu	1F1ZB5ST8KF226415	Sale to the general public
Fleets	1	2019 Ford Fusion	2019	Ford	Fusion	3FA6POLUXKR271712	Sale to the general public
Fleets	1	1995 Ingersol rand DD22	1995	Ingersol Rand	DD 22	142844SGE	Sale to the general public
Fleets	1	2016 Ford Explorer Interceptor	2016	Ford	Explorer	1FM5K8AR1FFA77727	Sale to the general public
Fleets	1	2016 Ford Explorer Interceptor	2016	Ford	Explorer	1FM5K8AR3FFA77728	Sale to the general public
Fleets	1	2014 Ford Escape	2014	Ford	Escape	1FMCU9GX0EUC1112	Sale to the general public
Fleets	1	2014 Ford Escape	2014	Ford	Escape	1FMCU9GX1EUE25974	Sale to the general public
Three Oaks	136	Fishing Equipment		Various			Sale to the general public
Three Oaks	1	Pontoon Boat	2016	Apex Marine	Paddle Qwest 616	APX20249f515	Sale to the general public
Three Oaks	1	Pontoon Boat Trailer		Yacht Club		4H1061915G0503009	Sale to the general public
Three Oaks	1	14' Row Boat	2010	Mirrocraft	4650	MRR75705H11	Sale to the general public
Three Oaks	1	14' Row Boat	2010	Mirrocraft	4650	MRR75719H011	Sale to the general public
Three Oaks	1	12' Row Boat	2010	Mirrocraft	4650	MRR75744H011	Sale to the general public
Three Oaks	1	12' Row Boat	2010	Mirrocraft	4650	MRR75722H011	Sale to the general public
Three Oaks	1	Kayak	2017	Perception	Tribe 9.5	WEMXVPA6F717	Junk/Destroy
Three Oaks	1	Pop Up Tent		EZ-UP	10x10		Junk/Destroy

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: August 4, 2026

Item: Board and Commission Appointment – Library Board

Mayor's Recommendation: Motion to appoint Emily Preston to the Library Board for a three-year term ending June 30, 2029

Contact: Haig Haleblian, Mayor

Background:

Mayor Haleblian will present the appointment of Emily Preston to the Library Board Commission. As the City Council is aware, William Weller retired after 27 years of service. The term for this position would expire on June 30, 2029. Ms. Preston would like to be appointed.

Library Board appointments are nominated by the Mayor and confirmed by the City Council.

Should the City Council have any questions, please contact Mayor Haleblian.

Votes Required to Pass:

Simple majority

July 13, 2026

To Whom It May Concern,

I am writing to express my strong interest in the open position on the Crystal Lake Public Library Board of Trustees. As a lifelong Crystal Lake resident and library patron for over 60 years, I am deeply committed to the library and its values of service and intellectual freedom.

I believe that the public library is a crucial institution for promoting these values, and I am eager to contribute my skills and experience to helping the library fulfill its mission. I have a strong background in community service, having volunteered extensively with local organizations such as The Crystal Lake Food Pantry, the Medical Lending Closet at St. Elizabeth Ann Seton Church (Co-Chair), Hospice of Northeastern Illinois (former board member and Vice Chair of the Board), and Chapter LD State of Illinois P.E.O. Sisterhood (Incoming President).

In addition, I am passionate about protecting intellectual freedom and ensuring that the library remains a vital resource for all members of our community. I believe that the library should be a safe and welcoming space for all, and I am committed to working with other board members to ensure that this remains the case.

Sincerely,

Emily Preston

Emily Preston

Emily Preston

484 Nash Road
Crystal Lake, IL 60014
[redacted]

Retired healthcare professional with extensive leadership, communication, and community service experience seeking to contribute strategic insight, sound governance, and a commitment to information access and public service as a member of the Crystal Lake Public Library Board of Directors.

PROFESSIONAL EXPERIENCE

School District 47, Crystal Lake, IL — *Substitute School Nurse*

10/2022 - Present

Provide comprehensive nursing care to elementary and middle school students in the absence of, or as a complement to, the school nurse.

Train incoming substitute nurses on school and district procedures.

Prospero Health, Memphis, TN — *Director, Clinical Operations*

10/2019 - 2022

Provided leadership, direction, and skill development to direct reports (Clinical Services Managers, Registered Nurses, Advanced Practice Nurses, Social Workers, and administrative staff).

Lead an interdisciplinary care team of palliative care providers to support patients facing serious illness, including their families and caregivers.

Established and fostered relationships with key health plans, hospitals, long-term care facilities, hospices, home health agencies, area aging agencies, and other pertinent partners.

Maximized outcomes and results by leveraging best practices across markets/regions to ensure optimum performance.

Regular patient care visits to assess needs and develop appropriate care plans.

Rainbow Hospice and Palliative Care, Mount Prospect, IL — *Director, Clinical Operations*

12/2008 - 2019

Provided leadership and direction and sustained an environment that supports excellence and innovation in clinical practice and patient care through assessing, planning, implementing, and evaluating programs that support positive patient outcomes.

Supported organizational mission statement, values, and goals, and served as a role model to staff.

Delegated authority and accountability to clinical/professional staff for

Volunteer Experience

Crystal Lake Food Pantry

St. Elizabeth Ann Seaton Health Ministry

St. Elizabeth Ann Seaton Medical Lending Closet Coordinator

Community Involvement

Illinois Master Gardeners

St. Elizabeth Ann Seaton Choir

P.E.O.

clinical practice and patient care decisions that are consistent with professional standards, regulatory agencies, and organizational policy and procedures.

Developed departmental goals and objectives with input from staff that aligned with and supported the organizational and divisional goals and objectives.

During this tenure, I actively participated in and served as a lead in merger/acquisition activities, starting as Provena and advancing to Presence (which included Rainbow Hospital and Palliative Care) and Amita Health.

Trinity Hospice, Arlington Heights, IL — *Executive Director*

01/2007- 11/2008

Responsible for overall management and direction, including: organizational planning and budgeting, ensuring compliance with legal, regulatory, and accreditation requirements, and monitoring business operations to ensure financial stability.

Evaluated hospice services and personnel against measurable outcomes and objectives.

Developed departmental operating plan that supported the organizational strategic plan.

Developed and implemented department-specific standards, policies, and procedures that guided the provision of care and services.

Journeycare Hospice and Palliative Care, Barrington, IL — *Vice President, Clinical Services*

10/2002-12/2008

Responsible for the overall clinical operations, including nursing, social work, chaplaincy, bereavement, education, and volunteer services.

Managed clinical regulatory requirements related to Joint Commission accreditation and Medicare Conditions of Participation.

Coordinated and developed the pediatric Palliative Care and Integrative Therapy programs, including recruitment of pediatric and integrative therapy staff, policy development related to new programming, and collaboration on grant applications necessary to secure additional funding for the programs.

Successfully redesigned the clinical management structure, increasing management efficiencies and workforce satisfaction.

Sherman Hospital, Elgin, IL — *Multiple Roles*

06/1982-10/2002

Human Resources, Employment Manager

Ambulatory Care, Site Manager

Occupational Health, Unit Coordinator

Staff Nurse

EDUCATION

University of St. Francis, Joliet, IL — *Bachelor of Science*

05/1993

Focus in Health Arts

Elgin Community College, Elgin, IL — *Associates in Applied Science, Nursing*

05/1982

Registered Nurse