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

**City of Crystal Lake**
**100 West Woodstock Street, Crystal Lake**
**City Council Chambers**
**September 15, 2026**
**7:00 p.m.**

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes – September 1, 2026 Regular Meeting and September 9, 2026 Special Meeting**

5. **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.*

6. **Mayor's Report**

7. **City Council Reports**

8. **Consent Agenda**
   a. **Accounts Payable**
   b. **Ordinance Amending Chapter 329 and Chapter 241 of the Code of the City of Crystal Lake**
   c. **Designation and Auction Sale of Surplus Property – Fire Rescue Department Safety Trailer**

9. **Class 20 Temporary Liquor License Request – Pioneer Center for Human Services - Holiday Inspiration Luncheon Fundraiser, Friday, December 11, 2026**

10. **Class 16 and Class 20 Temporary Liquor License Request – CASA of McHenry County – Little Black Dress Gala Event, Thursday, October 8, 2026**

11. **Special Event Request – Downtown Crystal Lake/Main Street's Sip & Shop and Class 16 Temporary Liquor License Request – Thursday, October 15, 2026**

12. **Special Event Request – Grown Up Field Day and Class 20 Temporary Liquor License Request, Kids in Need of McHenry County – Saturday, September 26, 2026**

13. **Special Event Request – The MAC Fest and Class 18 Liquor License Amendment Request, Saturday September 26, 2026 from 12:00 p.m. to 10:30 p.m.**

14. **5100 S. Illinois Route 31 – Special Use Permit Amendment to allow improvements to the existing ComEd office and maintenance yard facility including variations**

15. **Encroachment Agreement with Kona Solar Project for the Properties at 13-36-100-010 and 13-36-100-015**

16. **Capital Improvement Plan Presentation – Discussion Only**

**17. Council Inquiries and Requests**

**18. 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**

**19. Reconvene to Regular Session**

**20. 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. 8a**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Accounts Payable List

**Staff Recommendation:** Approve

**Staff Contact:** Jodie Hartman, Director of Finance

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## Background:

Attached is the Accounts Payable list for the September 15, 2026 City Council meeting. This list includes bills received since the last Council approval on September 1, 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 SEPTEMBER 15, 2026

# INVOICE APPROVAL (BY INVOICE) FOR CITY OF CRYSTAL LAKE

EXP CHECK RUN DATES 09/15/2026 - 09/15/2026
POSTED AND UNPOSTED
OPEN AND PAID

| Description | | Amount |
|---|---|---|
| **A5 GROUP INC** | | |
| ECONOMIC DEVELOPMENT 2026 MARKETING | | 10,200.00 |
| | TOTAL: | 10,200.00 |
| **ACCELA INC #774375** | | |
| ASSET MANAGEMENT - ELEMENTS | | 40,170.00 |
| | TOTAL: | 40,170.00 |
| **ADAMS STEEL SERVICE & SUPPLY, INC.** | | |
| SECONDARY CLARIFIER 5 REPAIR METAL | | 51.00 |
| | TOTAL: | 51.00 |
| **AIR ONE EQUIPMENT INC** | | |
| SMALL TOOLS | | 297.00 |
| | TOTAL: | 297.00 |
| **AIRGAS USA, LLC** | | |
| ACETYLENE AND OXYGEN | | 525.45 |
| | TOTAL: | 525.45 |
| **AL WARREN OIL CO INC** | | |
| 2026 FUEL PURCHASING - UNLEADED | | 10,536.92 |
| 2026 FUEL PURCHASING - DIESEL | | 6,305.81 |
| | TOTAL: | 16,842.73 |
| **ALEXANDER CHEMICAL CORP.** | | |
| 2026 CHLORINE CYLINDERS FOR WATER TREATMENT | | 1,815.00 |
| 2026 CHLORINE CYLINDERS FOR WATER TREATMENT | | 1,996.50 |
| | TOTAL: | 3,811.50 |

| Description | | Amount |
|---|---|---|
| **AMAZON CAPITAL SERVICES, INC.** | | |
| IPHONE CASE | | 47.48 |
| OFFICE SUPPLIES | | 18.69 |
| VELCRO CABLE MANAGEMENT | | 30.38 |
| PLANT HAND SOAP | | 50.12 |
| HIGHLIGHTERS | | 14.65 |
| SUSTAINABILITY COMMITTEE EVENT SUPPLIES | | 25.77 |
| MAGNETIC PAPER CLIP HOLDERS | | 8.99 |
| Office supplies | | 43.77 |
| BINDERS FOR SAFETY BINDERS | | 21.61 |
| W&S POD CPU TV | | 598.99 |
| TONER FOR THE LAB & PAPER TOWELS FOR PLANT 2 | | 147.11 |
| FIBER OPTIC CABLE CLEANER AND FAULT FINDER | | 41.43 |
| PENS | | 11.82 |
| REPLACEMENT MAILBOX | | 78.31 |
| HAND SANITIZER | | 16.15 |
| Paper towels | | 587.30 |
| POWER STRIPS, SURGE PROTECTORS, & EXTENSION CORDS | | 97.60 |
| HEALTHBRIDGE OPEN HOUSE DISPLAY STAND | | 24.99 |
| PENS & AIR FRESHENERS | | 88.75 |
| CREDIT - CELL PHONE CASE | | (31.49) |
| OFFICE SUPPLIES - TAPE DISPENSER FOR ADMIN | | 9.19 |
| W&S FLASHLIGHTS | | 618.36 |
| HARD HAT | | 76.40 |
| CREDIT FOR RETURN - KEYBOARD/MOUSE | | (18.99) |
| BIOHAZARD BAGS | | 28.99 |
| DRONE LANDING PAD | | 79.99 |
| PRESSURE GAUGE & COMPRESSED AIR CLEANER | | 147.68 |
| KEYBOARD/MOUSE | | 18.99 |
| HEAVY DUTY TRASH BAGS | | 399.92 |
| DRAIN CLEANER & ELECTRICAL SUPPLIES | | 67.67 |
| LIGHT FIXTURE FOR RED GARAGE | | 219.98 |
| 10X13 CATALOG ENVELOPES | | 21.60 |
| CREDIT - CELL PHONE CASE | | (15.99) |
| TONER CARTRIDGES FOR THE LAB | | 375.59 |
| DRY ERASE MARKERS | | 21.59 |
| MANILLA ENVELOPES 10X13 | | 23.74 |
| 3 OAKS PRINTER BLACK TONER | | 106.59 |
| RUNNING BOARDS - TRUCK 42 | | 208.99 |
| ACOUSTIC FIBERGLASS PANELS | | 169.48 |
| OFFICE SUPPLIES & MEG METER | | 883.84 |
| OFFICE SUPPLIES | | 21.86 |
| HEALTHBRIDGE PRESENTATION PROJECTOR STANDS | | 99.98 |
| ROOF MOUNT LIGHTS AND BAR - TRUCK 42 | | 558.44 |
| EYEWASH REFILL BOTTLES | | 60.36 |
| HEAVY DUTY CART | | 160.54 |
| PLASTIC SPOONS FOR IT LUNCHROOM | | 6.99 |
| TAB DIVIDERS | | 12.97 |
| OFFICE SUPPLIES | | 30.60 |
| TAB DIVIDERS | | 12.97 |
| TONER FOR FLEET PRINTER | | 106.18 |
| RUG FOR OFFICE | | 18.99 |
| PEDIATRIC EMERGENCY TAPES | | 94.30 |
| RETURN CREDIT - MANILLA ENVELOPES 10X13 | | (23.74) |
| | TOTAL: | 6,526.47 |
| **AMERICAN RED CROSS** | | |
| TRAINING - LIFEGUARD RECERTIFICATION | | 192.00 |
| | TOTAL: | 192.00 |
| **AMERICAN WATER WORKS ASSOCIATION** | | |
| BARILOW COLLECTIONS CLASS | | 67.00 |
| | TOTAL: | 67.00 |

| Description | | Amount |
|---|---|---|
| **ANDERSON PEST SOLUTIONS** | | |
| ANNUAL PEST CONTROL SERVICE - STATION 4 | | 92.14 |
| | TOTAL: | 92.14 |
| **APWA-IPSI** | | |
| IPSI TUITION - LENNON | | 255.00 |
| | TOTAL: | 255.00 |
| **ATLAS COPCO NORTH AMERICA INC** | | |
| SCREW COMPRESSOR - FLEET GARAGE | | 852.77 |
| SCREW COMPRESSOR - FLEET GARAGE | | 10,957.22 |
| | TOTAL: | 11,809.99 |
| **AUTOMATIC BUILDING CONTROLS, LLC** | | |
| MAINTENANCE AGREEMENT/ PREFERRED SERVICE RATE | | 1,835.00 |
| | TOTAL: | 1,835.00 |
| **AWARD CONCEPTS INC** | | |
| EMPLOYEE SERVICE AWARD | | 212.07 |
| | TOTAL: | 212.07 |
| **B & F CONSTRUCTION CODE SERVICES, I** | | |
| BUILDING PLAN REVIEW & INSPECTION SERVICES | | 126.66 |
| | TOTAL: | 126.66 |
| **B&H PHOTO & ELECTRONICS CORP** | | |
| AUTEL DRONE | | 4,801.76 |
| | TOTAL: | 4,801.76 |
| **BAXTER & WOODMAN** | | |
| SOURCE WATER PROTECTION PLAN UPDATE FOR WELL 19 | | 1,414.00 |
| PED CONN TO PRAIRIE TRAIL IMPR CONST ENG | | 680.29 |
| | TOTAL: | 2,094.29 |
| **BIO-TRON INC** | | |
| RAINBOW SPO2 SENSOR | | 863.41 |
| | TOTAL: | 863.41 |
| **BLUE PARK CAPITAL PARTNERS, LLC** | | |
| ORIGINAL ISSUE - GODINEZ | | 14.00 |
| ORIGINAL ISSUE - KELLER | | 603.00 |
| ORIGINAL ISSUE - SERNA | | 867.00 |
| ORIGINAL ISSUE - GODINEZ | | 390.00 |
| ORIGINAL ISSUE - GODINEZ | | 270.00 |
| ORIGINAL ISSUE - KELLER | | 64.00 |
| ORIGINAL ISSUE - GODINEZ | | 55.00 |
| ORIGINAL ISSUE - AMUNDSON | | 956.00 |
| ORIGINAL ISSUE - GODINEZ | | 7.00 |
| ORIGINAL ISSUE - GODINEZ | | 64.00 |
| ORIGINAL ISSUE - KELLER | | 977.50 |
| ORIGINAL ISSUE - GODINEZ | | 622.50 |
| ORIGINAL ISSUE - SERNA | | 530.00 |
| | TOTAL: | 5,420.00 |

| Description | | Amount |
|---|---|---|
| **BOND CONWAY LAW FIRM, LTD** | | |
| LEGAL SERVICES | | 715.50 |
| | TOTAL: | 715.50 |
| **BONICK, GARY** | | |
| THREE OAKS PAVILION RENTAL DEPOSIT RETURN | | 100.00 |
| | TOTAL: | 100.00 |
| **BOUND TREE MEDICAL LLC** | | |
| RESCUE CERVICAL COLLAR BAGS | | 290.94 |
| | TOTAL: | 290.94 |
| **CLARK BAIRD SMITH LLP** | | |
| PROFESSIONAL SERVICES | | 1,462.62 |
| PROFESSIONAL SERVICES | | 5,678.75 |
| | TOTAL: | 7,141.37 |
| **CLARK DIETZ INC** | | |
| WATER MAIN REPLACEMENT - ACKMAN RD, ENG SERVICES | | 8,185.00 |
| ENGINEERING INSPECTION - WOODLORE ESTATES 2026 | | 645.00 |
| ENGINEERING INSPECTION - REDWOOD PHASE 3 2026 | | 1,940.00 |
| ENGINEERING INSPECTION - WOODLORE TOWNES PH 1 2026 | | 550.00 |
| ENGINEERING INSPECTION - WOODLORE TOWNES PH 2 2026 | | 1,224.00 |
| | TOTAL: | 12,544.00 |
| **CLARK HILL PLC** | | |
| PROFESSIONAL SERVICES | | 10,718.50 |
| | TOTAL: | 10,718.50 |
| **CLARKE ENVIRONMENTAL MOSQUITO MGMT,** | | |
| THREE OAKS MOSQUITO SPRAYING | | 125.00 |
| DUET TRUCK ULV CITY WIDE MOSQUITO SPRAYING | | 12,870.00 |
| | TOTAL: | 12,995.00 |
| **CONCENTRIC INTEGRATION, LLC** | | |
| SCADA SERVICES | | 418.00 |
| | TOTAL: | 418.00 |
| **CONSERV FS INC** | | |
| LANDSCAPE SUPPLIES - FERTILIZER FOR WATERING | | 920.00 |
| | TOTAL: | 920.00 |
| **COUNTRYSIDE FLOWER SHOP** | | |
| FLOWER ARRANGEMENT - CORMIER BABY | | 70.00 |
| | TOTAL: | 70.00 |
| **CRYSTAL LAKE EXPRESS WASH** | | |
| CAR WASH | | 7.00 |
| | TOTAL: | 7.00 |

| Description | | Amount |
|---|---|---|
| **CRYSTAL LAKE SCHOOL DIST. #47** | | |
| COLLECTED IMPACT FEE DISBURSEMENT | | 106,420.00 |
| | TOTAL: | 106,420.00 |
| **CUDA & HANZEL LLC** | | |
| LEGAL & ADJUDICATION LEGAL SERVICES | | 1,212.88 |
| | TOTAL: | 1,212.88 |
| **CURRIE MOTORS** | | |
| VEHICLE REPLACEMENT H16917 FOR UNIT 42 | | 42,845.00 |
| VEHICLE REPLACEMENT H16924 FOR UNIT 503 | | 45,198.00 |
| | TOTAL: | 88,043.00 |
| **DANIEL ALBA & JESSICA KLESYK** | | |
| UB refund for account: 074490-000 | | 25.62 |
| | TOTAL: | 25.62 |
| **DAVAA, OYEN** | | |
| UB refund for account: 075186-002 | | 30.20 |
| | TOTAL: | 30.20 |
| **DAVID G ETERNO** | | |
| ADMINISTRATIVE ADJUDICATION LEGAL SERVICES | | 743.75 |
| | TOTAL: | 743.75 |
| **DOORS DONE RIGHT, INC.** | | |
| REKEY OLD CFUGE DOORS AND SPARE KEYS | | 310.00 |
| | TOTAL: | 310.00 |
| **DOWNTOWN PRO PHOTO, INC.** | | |
| FIRE DEPARTMENT - 2 PHOTO SESSIONS | | 130.00 |
| | TOTAL: | 130.00 |
| **DUNN, THOMAS** | | |
| CDL REIMBURSEMENT | | 60.00 |
| | TOTAL: | 60.00 |
| **DYNEGY ENERGY SERVICES** | | |
| ELECTRIC SERVICE | | 54.75 |
| ELECTRIC SERVICE - WTP4 & WWTP3 | | 18,930.54 |
| ELECTRIC SERVICE | | 136.08 |
| ELECTRIC SERVICE | | 225.21 |
| ELECTRIC SERVICE | | 213.54 |
| ELECTRIC SERVICE | | 413.23 |
| ELECTRIC SERVICE - WTP2 | | 16,086.09 |
| ELECTRIC SERVICE - WELL HOUSE 19 | | 4,053.77 |
| | TOTAL: | 40,113.21 |

| Description | | Amount |
|---|---|---|
| **E.NORMAN SECURITY SYSTEMS INC** | | |
| MECHANICAL ROOM CARD READER REPAIR | | 259.00 |
| FIRE LOBBY DOOR REPAIR | | 465.00 |
| | TOTAL: | 724.00 |
| **EBY GRAPHICS** | | |
| GRAPHICS FOR UNIT 304 | | 1,246.57 |
| CAR 1027 - FRONT PASSENGER DOOR REPAIR | | 232.43 |
| | TOTAL: | 1,479.00 |
| **FAST SIGNS** | | |
| BLUE STAR BANNERS | | 154.00 |
| | TOTAL: | 154.00 |
| **FEDERAL SIGNAL CORPORATION** | | |
| MV32 HYD OIL | | 434.40 |
| | TOTAL: | 434.40 |
| **FEDEX** | | |
| POSTAGE | | 86.67 |
| | TOTAL: | 86.67 |
| **FERGUSON US HOLDINGS, INC** | | |
| HYDRANT MARKERS | | 586.50 |
| DUAL FILTER DIAPH KITS & REP KITS | | 171.96 |
| W&S SLOP SINK FAUCET | | 67.61 |
| | TOTAL: | 826.07 |
| **FILIPPINI LAW FIRM LLP** | | |
| LEGAL SERVICES | | 21,246.00 |
| | TOTAL: | 21,246.00 |
| **FRANCE PUBLICATIONS, INC** | | |
| ECONOMIC DEVELOPMENT MARKETING ADVERTISEMENTS | | 2,950.00 |
| | TOTAL: | 2,950.00 |
| **GEMCO REPAIR LLC** | | |
| ANNUAL PUMP AND LADDER TESTING 2026 | | 3,275.00 |
| | TOTAL: | 3,275.00 |
| **GESKE & SONS, INC** | | |
| ASPHALT PATCHING - UNDERGROUND DIG REPAIRS | | 75.98 |
| ASPHALT PATCHING MATERIAL - UNDERGROUND | | 74.02 |
| POTHOLE PATCHING MATERIAL | | 103.49 |
| | TOTAL: | 253.49 |
| **GUARDIAN ALLIANCE TECHNOLOGIS, INC** | | |
| BACKGROUND INVESTIGATIONS SOFTWARE | | 500.00 |
| | TOTAL: | 500.00 |

| Description | | Amount |
|---|---|---|
| **GULGREN TV & APPLIANCES** | | |
| STATION 4 STOVE REPAIR | | 210.00 |
| | TOTAL: | 210.00 |
| **HAGG PRESS INC** | | |
| SEPTEMBER 2026 NEWSLETTER | | 3,707.45 |
| | TOTAL: | 3,707.45 |
| **HAPPEN BANK, NATIONAL ASSOCIATION** | | |
| RECORDS - SUBPOENA CL-26-5755 | | 35.00 |
| | TOTAL: | 35.00 |
| **HD SUPPLY, INC** | | |
| TOP MANHOLE RIM ROLLER ASSEMBLY AND ROPE | | 493.90 |
| WTP5 REAGENTS | | 292.71 |
| | TOTAL: | 786.61 |
| **HEARTLAND DEVELOPMENT SERVICES LLC** | | |
| PERFORMANCE BOND REFUND 663 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 665 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 667 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 669 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 671 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 659 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 661 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 673 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 675 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 677 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 679 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 681 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 683 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 685 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 687 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 689 WATERS EDGE | | 1,500.00 |
| PERFORMANCE BOND REFUND 691 WATERS EDGE | | 1,500.00 |
| | TOTAL: | 25,500.00 |
| **HEATHER MAIERITSCH** | | |
| TRAVEL REIMB - CL MARKETING PHOTO TRAINING | | 5.37 |
| TRAVEL REIMB - MARKETING PHOTOS DAY 2 | | 8.19 |
| TRAVEL REIMB - MCEDC BOARD MEETING | | 4.50 |
| TRAVEL REIMB - CHICAGOLAND ECON DEV MEETING | | 55.39 |
| TRAVEL REIMB - NATURALLY MCH FINANCE MEETING | | 12.76 |
| | TOTAL: | 86.21 |
| **HEY & ASSOCIATES, INC** | | |
| WATERSHED INSPECTIONS | | 3,720.00 |
| | TOTAL: | 3,720.00 |
| **HISTORIC DOWNTOWN DISTRICT OF CRYSTAL LAKE** | | |
| HOTEL/MOTEL TAX DISTRIBUTION 2026 | | 13,361.62 |
| DEPOT PARK EVENT DEPOSIT REFUND | | 1,000.00 |
| | TOTAL: | 14,361.62 |

| Description | | Amount |
|---|---|---|
| **HUBEXO US, INC** | | |
| AUGUST ONLINE BIDDING | | 286.00 |
| | TOTAL: | 286.00 |
| **IL ASSOC OF PROPERTY & EVIDENCE MAN** | | |
| MEMBERSHIP DUES - YOUNG (2027) | | 50.00 |
| | TOTAL: | 50.00 |
| **INLINGO LLC** | | |
| LIQUOR HEARING TRANSLATION SERVICES | | 457.53 |
| | TOTAL: | 457.53 |
| **INSITE INC** | | |
| MCCORMICK TOWER DEPOSIT REFUND | | 3,700.00 |
| | TOTAL: | 3,700.00 |
| **IRMA** | | |
| DEDUCTIBLE JUL 26 | | 11,887.28 |
| | TOTAL: | 11,887.28 |
| **JACK KELLY JR** | | |
| UB refund for account: 069645-000 | | 22.79 |
| | TOTAL: | 22.79 |
| **JACOB THOMAS STRUCK** | | |
| UB refund for account: 068757-007 | | 62.42 |
| | TOTAL: | 62.42 |
| **JAMES SUSTEK** | | |
| REIMB - SPECIAL ORDER - SAUCONY SHOES | | 138.34 |
| | TOTAL: | 138.34 |
| **JASON ARRES** | | |
| SERGEANT ASSESSMENT CENTER RATER | | 500.00 |
| | TOTAL: | 500.00 |
| **JEFF LUNDY** | | |
| CDL REIMBURSEMENT | | 61.35 |
| | TOTAL: | 61.35 |
| **JOSE L ROBLES** | | |
| UNIT 344 TIRES AND VALVES | | 482.00 |
| | TOTAL: | 482.00 |

| Description | | Amount |
|---|---|---|
| **KEENAN, HEATHER M** | | |
| CLOTHING ALLOWANCE | | 38.78 |
| | TOTAL: | 38.78 |
| **KEYTH SECURITY SYSTEMS INC** | | |
| COMPOST SITE ALARM MONITORING | | 150.00 |
| RADIO MONITORING | | 423.30 |
| RADIO MONITORING | | 150.00 |
| THREE OAKS ALARM MONITORING | | 225.00 |
| THREE OAKS ALARM MONITORING | | 195.00 |
| OFFSITE STORAGE RADIO MONITORING-Q4 2026 | | 229.50 |
| | TOTAL: | 1,372.80 |
| **LAKESIDE LEGACY FOUNDATION** | | |
| HOTEL/MOTEL TAX DISTRIBUTION 2026 | | 69,400.00 |
| | TOTAL: | 69,400.00 |
| **LALLEY, ANA** | | |
| SERGEANT ASSESSMENT CENTER RATER | | 500.00 |
| | TOTAL: | 500.00 |
| **LISA MICHALSKI** | | |
| UB refund for account: 073392-000 | | 50.00 |
| | TOTAL: | 50.00 |
| **LORCHEM TECHNOLOGIES, INC.** | | |
| PW WASH BAYS SOAP & DEGREASER | | 697.40 |
| | TOTAL: | 697.40 |
| **LOU'S GLOVES** | | |
| NITRILE GLOVES - PPE | | 338.00 |
| NITRILE GLOVES - PPE | | 169.00 |
| | TOTAL: | 507.00 |
| **M & A PRECISION AUTO INC** | | |
| SAFETY LANE INSPECTIONS ON 353, 350, 352, 425 | | 184.00 |
| | TOTAL: | 184.00 |
| **MANNING GROSS + MASSENBURG LLP** | | |
| LEGAL SERVICES | | 135.00 |
| | TOTAL: | 135.00 |
| **MARK 1 LANDSCAPE INC** | | |
| ROW MOWING | | 4,265.00 |
| MOWING OF CITY OWNED PROPERTIES | | 4,590.00 |
| MOWING OF CITY OWNED PROPERTIES | | 43,676.72 |
| | TOTAL: | 52,531.72 |
| **MARK SMITH** | | |
| UB refund for account: 065287-000 | | 18.20 |
| | TOTAL: | 18.20 |

| Description | | Amount |
|---|---|---|
| **MARLENE MUGAVERO** | | |
| UB refund for account: 039866-000 | | 15.03 |
| | TOTAL: | 15.03 |
| **MARTIN CHEVROLET OF CRYSTAL LAKE, I** | | |
| PARTS, OIL CHANGE, INSPECTION | | 101.35 |
| OIL CHANGE AND FILTER '26 CHEVY TAHOE | | 71.60 |
| | TOTAL: | 172.95 |
| **MCHENRY CO RECORDER** | | |
| RECORDING OF LIENS | | 248.00 |
| | TOTAL: | 248.00 |
| **MCMASTER CARR SUPPLY CO.** | | |
| WTP3 DOOR STOPS | | 48.80 |
| | TOTAL: | 48.80 |
| **MECHANICAL24 INC** | | |
| THREE OAKS ICE MACHINE LEASE | | 328.00 |
| | TOTAL: | 328.00 |
| **MENARD INC** | | |
| MISC SUPPLIES | | 51.34 |
| HOSE FITTINGS | | 80.38 |
| PAINT SUPPLIES | | 44.70 |
| MISC SHOP SUPPLIES | | 86.07 |
| TARP & TIEDOWNS | | 31.98 |
| PAINT SUPPLIES | | 39.00 |
| SAW BLADE SET | | 26.95 |
| CLEANING SUPPLIES | | 14.55 |
| CLEANING SUPPLIES | | 55.61 |
| | TOTAL: | 430.58 |
| **MERIDIAN RAPID DEFENSE GROUP LLC** | | |
| EXTENDER ATTACHEMENT FOR HAULER W/PIN | | 677.50 |
| | TOTAL: | 677.50 |
| **MICHEAL KINSELLA** | | |
| UB refund for account: 074972-000 | | 99.29 |
| | TOTAL: | 99.29 |
| **MICHELLE HOWARD-BRAHANEY** | | |
| DOG TREADMILL | | 2,486.15 |
| | TOTAL: | 2,486.15 |
| **MIDWEST SALT** | | |
| INDUSTRIAL COARSE SOLAR-991 | | 2,776.93 |
| WATER TREATMENT SALT - WTP #5 | | 2,859.67 |
| WATER TREATMENT SALT - WTP #5 | | 3,237.17 |
| WATER TREATMENT SALT - WTP #2 | | 2,862.26 |
| WATER TREATMENT SALT - PLANT #1 | | 3,102.72 |
| WATER TREATMENT SALT - WTP#4 | | 3,176.41 |
| | TOTAL: | 18,015.16 |

| Description | | Amount |
|---|---|---|
| **MIOVISION TECHNOLOGIES US, LLC** | | |
| TURNING TRAFFIC COUNTS (MAIN & CONGRESS) | | 399.25 |
| | TOTAL: | 399.25 |
| **MOTION INDUSTRIES INC** | | |
| CHLORIDES FORCEMAIN DEGREASER | | 691.82 |
| ORANGE FLOAT CLEANING CHEMICALS | | 690.72 |
| | TOTAL: | 1,382.54 |
| **MOTOROLA SOLUTIONS** | | |
| STARCOM AIRTIME - SEPTEMBER 2026 | | 8,805.00 |
| | TOTAL: | 8,805.00 |
| **MULTI SERVICE TECHNOLOGY SOLUTIONS INC** | | |
| HEAVY DUTY JACK STAND | | 159.99 |
| | TOTAL: | 159.99 |
| **MUNICIPAL MARKING DIST** | | |
| TREE STAKES & MARKING PAINT FOR REMOVALS | | 424.08 |
| | TOTAL: | 424.08 |
| **NIPSTA** | | |
| ADVANCED TECHNICIAN FIREFIGHTER TRAINING - BROWN | | 1,400.00 |
| ADVANCED TECHNICIAN FIREFIGHTER TRAINING - EVANS | | 1,400.00 |
| | TOTAL: | 2,800.00 |
| **NISHANT BHASKARWAR** | | |
| UB refund for account: 075204-002 | | 50.00 |
| | TOTAL: | 50.00 |
| **NOCTURN INDUSTRIES** | | |
| NIGHT VISION MONOCULAR | | 2,709.00 |
| | TOTAL: | 2,709.00 |
| **NUTOYS LEISURE PRODUCTS** | | |
| SMALL TOOLS AND EQUIPMENT | | 931.35 |
| | TOTAL: | 931.35 |
| **NVA TRANSPORTATION** | | |
| TRAFFIC STUDY REFUND | | 3,217.14 |
| | TOTAL: | 3,217.14 |
| **OLEKSANDR VELYCHKO** | | |
| UB refund for account: 075189-002 | | 69.61 |
| | TOTAL: | 69.61 |

| Description | | Amount |
|---|---|---|
| **ORMSBY MOTORS INC** | | |
| UNIT 717 ALIGNMENT | | 274.00 |
| UNIT 705 LUBE, OIL, FILTER, SOLVENT | | 100.74 |
| | TOTAL: | 374.74 |
| **PACE ANALYTICAL SERVICES, LLC** | | |
| LAB SERVICES AUGUST MONTHLY MONITORING | | 123.00 |
| DRINKING WATER LAB SERVICES | | 10.25 |
| LAB SERVICES STP 2 INF S2Q3 | | 130.94 |
| LAB SERVICES SP3 INF S2Q3 | | 130.94 |
| DRINKING WATER LAB SERVICES | | 10.25 |
| DRINKING WATER LAB SERVICES | | 20.50 |
| LAB SERVICES STP 2 EFF S2Q3 | | 254.20 |
| DRINKING WATER LAB SERVICES | | 10.25 |
| DRINKING WATER LAB SERVICES | | 20.50 |
| DRINKING WATER LAB SERVICES | | 143.50 |
| LAB SERVICES STP3 EFF S2Q3 | | 254.20 |
| LAB SERVICES AUGUST STREAM SAMPLING | | 73.80 |
| LAB SERVICES STP3 BIO S2Q3 | | 156.80 |
| LAB SERVICES STP 2 BIO S2Q3 | | 156.80 |
| DRINKING WATER LAB SERVICES | | 10.25 |
| DRINKING WATER LAB SERVICES | | 10.25 |
| | TOTAL: | 1,516.43 |
| **PARAMEDIC SERVICES OF ILLINOIS, INC** | | |
| AMBULANCE BILLING/COLLECTION FEES JUL 26 | | 8,693.96 |
| | TOTAL: | 8,693.96 |
| **PARIC HOLDINGS, INC** | | |
| STACK CHAIRS | | 802.91 |
| | TOTAL: | 802.91 |
| **PARKMOBILE, LLC** | | |
| MOBILE PARKING FEES AUG 26 | | 798.00 |
| | TOTAL: | 798.00 |
| **PHOENIX FIRE SYSTEMS, INC.** | | |
| SEMI ANNUAL INSPECTION AND TEST | | 965.00 |
| | TOTAL: | 965.00 |
| **PITNEY BOWES INC.** | | |
| POSTAGE METER SERVICE | | 210.84 |
| | TOTAL: | 210.84 |
| **POINT READY MIX LLC** | | |
| CONCRETE BLOCKS FOR CONTAINMENT AREA | | 600.00 |
| | TOTAL: | 600.00 |
| **PRI MANAGEMENT GROUP** | | |
| DRONE RECORDS TRAINING - BOULDEN & CALLIPARI | | 348.25 |
| | TOTAL: | 348.25 |

| Description | | Amount |
|---|---|---|
| **PROVEN BUSINESS SYSTEMS, LLC** | | |
| MONTHLY COPIER SERVICE | | 991.93 |
| | TOTAL: | 991.93 |
| **RJN GROUP INC** | | |
| LIFT 19 WW FORCE MAIN ASSESSMENT SERVICES | | 29,381.00 |
| | TOTAL: | 29,381.00 |
| **RUEKERT-MIELKE INC** | | |
| ENG SERVICES - GENERATOR & ATS REPLACEMENT LS 24 & 26 | | 1,171.50 |
| | TOTAL: | 1,171.50 |
| **SAFECO INC** | | |
| ONLINE TRAINING ACCESS | | 5,700.00 |
| | TOTAL: | 5,700.00 |
| **SAFETY-KLEEN CORP.** | | |
| DIESEL EXHAUST FLUID | | 440.64 |
| | TOTAL: | 440.64 |
| **SAM'S CLUB DIRECT** | | |
| SAM'S CLUB PURCHASES - AUGUST 2026 | | 2,019.29 |
| | TOTAL: | 2,019.29 |
| **SEBIS DIRECT INC (SERVICE)** | | |
| UTILITY BILL PRINTING | | 1,176.11 |
| | TOTAL: | 1,176.11 |
| **SEECOM/ACH** | | |
| ANNUAL ALARM MONITORING FEE 2026 JULY | | 9,906.00 |
| ANNUAL ALARM MONITORING FEE 2026 AUGUST | | 9,906.00 |
| DISPATCH SERVICES MAY 26 TO JAN 27 | | 329,839.15 |
| | TOTAL: | 349,651.15 |
| **SHERMAN MECHANICAL INC** | | |
| 2026 HVAC MAINTENANCE & RPZ CERTIFICATION | | 330.42 |
| 2026 HVAC MAINTENANCE & RPZ CERTIFICATION | | 393.58 |
| 2026 HVAC MAINTENANCE & RPZ CERTIFICATION | | 6,503.74 |
| 2026 HVAC MAINTENANCE & RPZ CERTIFICATION | | 377.00 |
| HVAC MAINTENANCE & RPZ CERTIFICATION | | 377.00 |
| THREE OAKS LOCKER ROOM TOILET REPAIR | | 495.95 |
| | TOTAL: | 8,477.69 |
| **SIRCHIE ACQUISITION COMPANY LLC** | | |
| METH NARK KITS | | 40.92 |
| | TOTAL: | 40.92 |

| Description | | Amount |
|---|---|---|
| **STEWART, SCHENITA** | | |
| SERGEANT ASSESSMENT CENTER RATER | | 500.00 |
| | TOTAL: | 500.00 |
| **STRATA PLATFORMS, INC** | | |
| CLEARLY MARKETING WEBSITE SUBSCRIPTION | | 750.00 |
| | TOTAL: | 750.00 |
| **SUTTON FORD INC** | | |
| 2026 FORD F350 (STREETS UNIT 437) | | 54,891.00 |
| 2026 FORD F450 (W&S UNIT 549) | | 20,019.00 |
| | TOTAL: | 74,910.00 |
| **SWANSON, MARTIN & BELL LLP** | | |
| LEGAL SERVICES - TRAFFIC | | 20,707.68 |
| LEGAL SERVICES - GENERAL REPRESENTATION | | 23,512.50 |
| | TOTAL: | 44,220.18 |
| **SWIFT WASH CRYSTAL LAKE, LLC** | | |
| AUGUST CAR WASHES | | 108.00 |
| | TOTAL: | 108.00 |
| **TERMINAL SUPPLY INC** | | |
| SUPPLIES FOR REPAIRS/SHOP | | 86.01 |
| | TOTAL: | 86.01 |
| **TH PUMPS LLC** | | |
| STANDARD LEVEL PROBES & LEVEL PROBE RELAY | | 228.90 |
| | TOTAL: | 228.90 |
| **THELEN MATERIALS LLC** | | |
| GRAVEL | | 6,110.36 |
| | TOTAL: | 6,110.36 |
| **THOMPSON ELEVATOR INSP SERVICE INC** | | |
| 2026 ELEVATOR INSPECTIONS (PASS THRU COSTS) | | 258.00 |
| 2026 ELEVATOR INSPECTIONS (PASS THRU COSTS) | | 43.00 |
| | TOTAL: | 301.00 |
| **THOMSON REUTERS - WEST** | | |
| CLEAR SUBSCRIPTION - SEPTEMBER 2026 | | 1,952.75 |
| | TOTAL: | 1,952.75 |
| **T-MOBILE USA INC** | | |
| PHONE RECORDS - SUBPOENA CL-26-014852 | | 50.00 |
| | TOTAL: | 50.00 |

| Description | | Amount |
|---|---|---|
| **T-MOBILE** | | |
| PHONE RECORDS - SUBPOENA CL-26-016334 | | 50.00 |
| | TOTAL: | 50.00 |
| **TODAY'S UNIFORMS** | | |
| ACCOUNT STATEMENT 08-06-26 | | 3,583.99 |
| | TOTAL: | 3,583.99 |
| **TROTSKY INVESTIGATIVE POLYGRAPH** | | |
| POLICE/FIRE POLYGRAPH EXAMINATIONS | | 1,260.00 |
| | TOTAL: | 1,260.00 |
| **ULTRA STROBE COMMUNICATIONS INC** | | |
| BOAT ANTENNA REPAIR | | 163.95 |
| | TOTAL: | 163.95 |
| **UPS** | | |
| POSTAGE - SUBPOENA DOCUMENTS TO LAWYERS | | 53.96 |
| | TOTAL: | 53.96 |
| **USALCO, LLC** | | |
| ALUM PLANT 2 | | 4,843.06 |
| | TOTAL: | 4,843.06 |
| **VC3 INC** | | |
| BACKUP AND DISASTER RECOVERY SERVICE - JAN26 - DEC26 | | 4,058.00 |
| | TOTAL: | 4,058.00 |
| **VEREGY CENTRAL, LLC** | | |
| WATER METER REPLACEMENT PROGRAM SERVICES | | 53,941.49 |
| | TOTAL: | 53,941.49 |
| **VERIZON WIRELESS** | | |
| CELLULAR SERVICE - AUGUST 2026 | | 7,128.10 |
| | TOTAL: | 7,128.10 |
| **VESTIS GROUP, INC ARAMARK UNIFORM & CAREER APPAREL GROUP, INC** | | |
| MAT & TOWEL RENTAL | | 65.52 |
| TOWEL RENTAL AND MATS | | 50.87 |
| RENT/WASH MATS, TOWELS | | 39.26 |
| FLEET MAT/WASH/RENTAL | | 50.87 |
| | TOTAL: | 206.52 |
| **W.W. GRAINGER, INC** | | |
| EYE WASH CARTRIDGE REFILL WTP1 | | 218.45 |
| COMPACT LED BULBS | | 170.40 |
| SOLENOID VALVE - PLANT 2 FINE SCREEN 1 | | 277.27 |
| SURGE PROTECTOR - VA STORM STATION PANEL | | 1,945.05 |
| | TOTAL: | 2,611.17 |

| | Description | | Amount |
|---|---|---|---|
| **WAREHOUSE DIRECT** | | | |
| | OFFICE SUPPLIES | | 127.23 |
| | OFFICE SUPPLIES | | 53.41 |
| | | TOTAL: | 180.64 |
| **WELDERS SUPPLY COMPANY** | | | |
| | UNIT 14 PROPANE | | 180.97 |
| | STICK ROD FOR WELDER | | 34.55 |
| | OXYGEN RENTAL - AUGUST 2026 | | 320.41 |
| | | TOTAL: | 535.93 |
| **WHOLESALE DIRECT INC** | | | |
| | TRUCK 705 SIGNAL LIGHT | | 611.32 |
| | TRUCK 706 SIGNAL LIGHT | | 569.18 |
| | | TOTAL: | 1,180.50 |
| **WILLIAMS ASSOCIATES ARCHITECTS, LTD.** | | | |
| | FIRE RESCUE FACILITIES STUDY | | 19,397.88 |
| | | TOTAL: | 19,397.88 |
| **WILLIAMS STREET REPERTORY** | | | |
| | HOTEL-MOTEL TAX DISTRIBUTION 2026 | | 2,500.00 |
| | | TOTAL: | 2,500.00 |
| **WM J CASSIDY TIRE & AUTO SUPPLY** | | | |
| | TIRE DISPOSAL FEE | | 103.20 |
| | Tire service | | 318.00 |
| | | TOTAL: | 421.20 |
| **WOLD ARCHITECTS & ENGINEERS** | | | |
| | POLICE GARAGE CONCEPTUAL STUDY | | 1,921.88 |
| | 2026 ADMINISTRATION TOILET ROOM REFRESH PROJECT | | 708.75 |
| | 2026 MAIL ROOM SKYLIGHT INFILL PROJECT | | 921.34 |
| | | TOTAL: | 3,551.97 |
| **ZOLL MEDICAL CORPORATION** | | | |
| | THERMAL PAPER | | 157.44 |
| | CPR PEDI-PADZ ELECTRODES | | 256.66 |
| | | TOTAL: | 414.10 |
| Report Total: | | | 1,304,750.01 |

FUND TOTALS:

| | |
|---|---|
| 101 GENERAL FUND | 715,258.39 |
| 110 CAPITAL REPLACEMENT FUND | 35,919.37 |
| 115 VEHICLE REPLACEMENT FUND | 97,736.00 |
| 201 RESTRICTED POLICE FUNDS | 2,709.00 |
| 230 FIRE RESCUE FUND | 161,200.69 |
| 260 PARKING FUND | 826.48 |
| 369 WATER'S EDGE TIF | 2,988.00 |
| 493 SSA 47 | 285.00 |
| 620 WATER & SEWER FUND | 158,098.60 |
| 630 W&S CAPITAL & EQUIP REPL FUND | 129,728.48 |

PAYMENT TYPE TOTALS:

| | |
|---|---|
| ACH Transaction | 988,477.24 |

| Description | Amount |
|---|---|
| Paper Check | 316,272.77 |

**LIST OF BILLS PRESENTED FOR APPROVAL**
**September 15, 2026**

APPROVED BY:

| | |
|---|---|
| Mayor | City Manager |
| Council Member | Finance Director |

| Fund | Description | Amount |
|---|---|---|
| 101 | General Fund | $715,258.39 |
| 110 | Capital Replacement Fund | $35,919.37 |
| 115 | Vehicle Replacement Fund | $97,736.00 |
| 201 | Restricted Police Funds | $2,709.00 |
| 230 | Fire/Rescue Fund | $161,200.69 |
| 260 | Parking Fund | $826.48 |
| 369 | Water's Edge TIF | $2,988.00 |
| 493 | SSA 47 | $285.00 |
| 620 | Water and Sewer Fund | $158,098.60 |
| 630 | W&S Capital & Equip Repl Fund | $129,728.48 |
| | **Subtotal - Checks** | **$1,304,750.01** |
| | **Wire Transfers** | |
| | Biweekly Payroll 09/11/26 | $1,275,075.46 |
| | SSA 46 Debt Service Payment | $35,993.75 |
| | IEPA Loan Debt Service Payment | $446,242.47 |
| | IPBC Health Insurance Deduction September 2026 | $659,996.41 |
| | **Subtotal - Wire Transfers** | **$2,417,308.09** |
| | **GRAND TOTAL** | **$3,722,058.10** |

**Agenda Item No: 8b**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Ordinance Amending Chapter 329 and Chapter 241 of the Code of the City of Crystal Lake

**Staff Recommendation:** Motion to adopt an Ordinance amending Chapters 329 and 241 of the City Code regarding Liquor Licenses

**Staff Contact:** Melanie Gray, Assistant to the City Manager

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## Background:

As the City Council will recall, amendments were made to the City Code provisions regarding Liquor Licenses in February 2026. Following a recent review of the changes, City staff identified additional needed changes.

An establishment with a packaged license has current existing hours differing from those allowed in the B-1 and B-2 classes. As such, the business cannot be placed in those categories and an additional license class needs to be added (B-3) to accommodate the business's existing hours. It should be noted that the hours are not changing. A structure allowing for different fees based on square footage (over and under 10,000 square feet) is proposed similar to what was approved for the Class B-1 and B-2 licenses.

## Proposed Liquor Code Changes:

Specific changes to the liquor code are depicted below for each article of the City Code.

**Article 5 - License classification; fees**

| *Proposed Change* | *Explanation* |
|---|---|
| Section 329-5 | Adding new B-3 (a) (above 10,000 square feet) and B-3 (b) (under 10,000 square feet) liquor license classes, to accommodate a packaged only location, no consumption on premise, that has different approved hours than B-1 and B-2 licenses. |

**Article 6 – Limitations on licenses.**

| *Proposed Change* | *Explanation* |
|---|---|
| Section 329-6 | Providing an updated list of number of licenses to include B-3 (a) and B-3 (b) liquor license classes. Please see the ***bold and italics*** in the table below. |

## § 329-6. Limitations on licenses.

There shall be no more than the following licenses in the corporate limits of the City of Crystal Lake at any one time:

| Type of License | Number of Licenses |
|---|---|
| Class A-1 | 14 |
| Class A-1 (a) | 14 |
| Class A-1 (b) | 14 |
| Class A-1 (c) | 2 |
| Class A-2 | 12 |
| Class A-3 | 5 |
| Class B-1(a) | 13 |
| Class B-1(b) | 20 |
| Class B-2 (a) | 1 |
| Class B-2 (b) | 1 |
| ***Class B-3 (a)*** | ***0*** |
| ***Class B-3 (b)*** | ***1*** |
| Class C | 1 |
| Class D | 1 |
| Class E | 1 |
| Class F | 4 |
| Class H | 1 |
| Class I | 2 |
| Class J | 2 |
| Class K | 1 |
| Class L | 1 |
| Class M | 21 |
| Class N-1 | 17 |
| Class N-2 | 19 |
| Class N-3 | 2 |
| Class O | 3 |

**Article 20 – Hours**

| *Proposed Change* | *Explanation* |
|---|---|
| Section 329-20 Hours Adding the hours for classes B-3 (a) and B-3 (b) | This was a special approval for this license holder when the license was created in 2004, limiting the hours in comparison to other Class B license holders. Please see the table below. |
| Cleaning up Hours for Class D license | The language "the following day" should not be included in the hours for the Class D license, this was inadvertently included in the previous version. Please see the table below. |

**Hours of Sale**
**Class B-3**

| | |
|---|---|
| Sunday, Monday, Tuesday, Wednesday, and Thursday | From 7:00 a.m. until 10:00 p.m. |
| Friday and Saturday | From 7:00 a.m. until 11:00 p.m. |

**Hours of Sale**
**Class D**

| | |
|---|---|
| Sunday, Monday, Tuesday, Wednesday, and Thursday | From 11:00 a.m. until 10:00 p.m. |
| Friday and Saturday | From 11:00 a.m. until 11:00 p.m.. |
| January 1 | All license holders holding a license for consumption of alcoholic liquor on the premises may remain open until 4:00 a.m. on January 1, provided that they notify the Police Department in writing on or before December 26 of the preceding year. |

**Amendment to Section 241 (Fees)**

| *Proposed Change* | *Explanation* |
|---|---|
| Section 241-41 Fees | Providing an updated list of classes to include B-3 (a) and B-3 (b) and respective fees for each liquor license class. Please see the ***bold and italics*** in the table below. |

| *License Class* | *Fee* |
|---|---|
| A-1 | $1,700 |
| A-1 (a) | $1,700 |
| A-1 (b) | $1,700 |
| A-1 (c) | $1,700 |
| A-2 | $1,600 |
| A-3 | $1,000 |
| B-1(a) | $1,400 |
| B-1 (b) | $1,000 |
| B-2 (a) | $1,000 |
| B-2 (b) | $750 |
| ***B-3 (a)*** | ***$1,400*** |
| ***B-3 (b)*** | ***$1,000*** |

| | |
|---|---|
| C | $1,950 |
| D | $1,500 |
| E | $800 |
| F | $750 |
| G-1 | $20 |
| G-2 | $20 |
| G-3 | $100 |
| H | $1,850 |
| I | $1250 |
| J | $500 |
| K | $1,350 |
| L | $900 |
| M | $100 |
| N -1 | $125 |
| N -2 | $125 |
| N -3 | $125 |
| O | $125 |

**Votes Required to Pass:**

Simple Majority

Ordinance #
File #: 255L

**AN ORDINANCE AMENDING SECTION 329 AND SECTION 241 OF THE CODE OF ORDINANCES OF THE CITY OF CRYSTAL LAKE RELATING TO THE CLASSIFICATION OF LICENSES, HOURS OF SALE, NUMBER OF LICENSES AND LIQUOR LICENSE FEES**

**WHEREAS,** the City of Crystal Lake, (the "City") is a home rule municipality as contemplated under Article VII Section 6 of the Constitution of the State of Illinois and the passage of this Ordinance constitutes an exercise of the City's home rule powers; and

**WHEREAS** Chapter 329 of the City of Crystal Lake Code of Ordinances ("City Code") establishes classifications of liquor licenses, limitations of the number of licenses within each classification and hours of sale for each classification; and

**WHEREAS,** Chapter 241 of the City Code establishes license fees for each classification; and

**WHEREAS,** the Mayor and City Council have found and determined that it would be in the best interests of the City and its residents to provide for the amendment of the City Code to address changes in the classification of liquor license, limitations of the number of licenses within certain classifications, hours of sale for certain classifications, and license fees for certain classifications.

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

SECTION I: **Recitals.**

The foregoing recitals are hereby incorporated as though fully restated herein.

SECTION II **Amendment to Section 329-5.** Section 329-5(A) is hereby amended to insert class B-3(a) and B-3-(b) liquor licenses as follows:

**11. Class B-3(a) License—Package Sales Only (Special Hours) A Class B-3(a) license shall authorize the retail sale of beer and wine on the premises specified in the original packages only, but not for consumption on the premises where sold. A Type B restaurant may be located on the premises. This license shall be available for specified premises which are at least 10,000 square feet.**

**12. Class B-3 (b)License—Package Sales Only (Special Hours) A Class B-1(b) license shall authorize the retail sale of alcoholic liquors on the premises specified in the original packages only, but not for consumption on the premises where sold. A Type B**

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**restaurant may be located on the premises. This license shall be available for specified premises which are under 10,000 square feet.**

SECTION III **Renumbering of Classifications Set Forth in Section 329(A).**
The numbering of classifications set forth in Section 329-5(A) shall be redesignated by the codifier, as necessary, in order to accommodate the addition of the Class B-3(a) and B-3(b) liquor licenses..

SECTION IV: **Amendment to Section 329-6 to Add Number of Licenses for Class B-3(a) and B-3(b) liquor licenses.**

Section 329-6 (A) of the City Code of Ordinances is hereby amended to provide for the limitation on the number of Class B-3(a) and B-3(b) liquor licenses, and shall hereinafter provide as follows:

**[Additions are represented as bold and underlined]**

§ 329-6. Limitations on licenses.

There shall be no more than the following licenses in the corporate limits of the City of Crystal Lake at any one time:

| Type of License | Number of Licenses |
|---|---|
| Class A-1 | 14 |
| Class A-1 (a) | 14 |
| Class A-1 (b) | 14 |
| Class A-1 (c) | 2 |
| Class A-2 | 12 |
| Class A-3 | 5 |
| Class B-1(a) | 13 |
| Class B-1(b) | 20 |
| Class B-2 (a) | 1 |
| Class B-2 (b | |
| **Class B-3 (a)** | **0** |
| **Class B-3 (b)** | **1** |
| Class C | 1 |
| Class D | 1 |
| Class E | 1 |
| Class F | 4 |
| Class H | 1 |

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| | |
|---|---|
| Class I | 2 |
| Class J | 2 |
| Class K | 1 |
| Class L | 1 |
| Class M | 21 |
| Class N-1 | 17 |
| Class N-2 | 19 |
| Class N-3 | 2 |
| Class O | 3 |

]

SECTION V : **Amendment of Section 329-20(A) (Closing Hours- Classes B-3(a) and B-3(b) Liquor Licenses**

Chapter 329-20(A) is hereby amended by adding Hours of Sale for Class B-3(a) and B-3(b) liquor licenses, and shall hereinafter provide as follows:

**Hours of Sale**
**Class B-3(a) and Class B-3(b)**

| | |
|---|---|
| Sunday, Monday, Tuesday, Wednesday, and Thursday | From 7:00 a.m. until 10:00 p.m. |
| Friday and Saturday | From 7:00 a.m. until 11:00 p.m. |

SECTION VI: **Amendment of Section 329-20(A) (Closing Hours–Class D Liquor License)**
Chapter 329-20(A) pertaining to Closing Hours for Class D liquor licenses is hereby amended and shall hereinafter provide as follows:

**[Deletions are reflected as ~~strikethroughs~~]**

**Hours of Sale**
**Class D**

| | |
|---|---|
| Sunday, Monday, Tuesday, Wednesday, and Thursday | From 11:00 a.m. until 10:00 p.m. ~~the following day~~ |
| Friday and Saturday | From 11:00 a.m. until 11:00 p.m.. ~~the following day~~ |
| January 1 | All license holders holding a license for consumption of alcoholic liquor on the premises may remain open until 4:00 a.m. on January 1, provided that they notify the Police Department in writing on or before December 26 of the preceding year. |

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SECTION VII: **Amendment to Section 241 (Fees)**

Section 241-21 is hereby amended to insert liquor license fees for Class B-3(a) and B-3(b) liquor licenses and shall hereinafter provide as follows:

**§ 241-21. Liquor License Fees.**

The fee for the initial issuance and each renewal of liquor licenses issued pursuant to Chapter 329 of this Code shall be as follows:

**[Additions are represented as bold and underlined]**

| Type of License | Fee |
|---|---|
| Class A-1 | $1,700 |
| Class A-1 (a) | $1,700 |
| Class A-1 (b) | $1,700 |
| Class A-1 (c) | $1,700 |
| Class A-2 | $1,600 |
| Class A-3 | $1,000 |
| Class B-1(a) | $1,400 |
| Class B-1(b) | $1,000 |
| Class B-2(a) | $1,000 |
| Class B-2(b) | $750 . |
| **Class B-3 (a)** | **$1,400** |
| **Class B-3 (b)** | **$1,000** |
| Class C | $1,950 |
| Class D | $1,500 |
| Class E | $800 |
| Class F | $750 |
| Class G-1 | $20 |
| Class G-2 | $20 |
| Class G-3 | $100 |
| Class H | $1250 |
| Class I | $1250 |
| Class J | $500 |
| Class K | $1,375 |

Draft

| | |
|---|---|
| Class L | $900 |
| Class M | $100 |
| Class N(1) | $125 |
| Class N(2) | $125 |
| Class N(3) | $125 |
| Class O | $125 |

SECTION VIII: **Effective Date.**

(a) This Ordinance shall be in full force on January 1, 2027, following its passage and publication in pamphlet form as provided by law.

(b) The Liquor Commissioner is authorized to reassign the class designation of any liquor license which is in effect immediately prior to the effective date of this ordinance, to the corresponding new class designation established by this ordinance.

(c) The fees due from holders of licenses which are in effect on December 31, 2026 for the license period expiring on May 31, 2027, shall remain unchanged during such period notwithstanding the change of designation of the license classification for such licenses.

DATED at Crystal Lake, Illinois, this 15th day of September 2026.

City of Crystal Lake, an
Illinois municipal corporation

_____
Haig Haleblian, MAYOR

SEAL:

ATTEST:

_____
CITY CLERK

Passed: September 15, 2026
Approved: September 15, 2026

Draft

**Agenda Item No: 8c**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Designation and Auction Sale of Surplus Property – Fire Rescue Department Safety Trailer

**Staff Recommendation:** Motion to Adopt a Resolution:

1. Designating the Fire Rescue Department Safety Trailer (VIN 0158) as surplus property, and
2. Authorizing the City Manager to execute an agreement with Obenauf Auction Service, Inc., for the sale of City surplus property, and
3. 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
Craig Snyder, Fire Rescue Chief
Heidi Olsen, Deputy Chief of Administration & Support Services
Melanie Gray, Assistant to the City Manager

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**Background:**
The City of Crystal Lake periodically coordinates the selling of surplus City equipment. 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 Fire Rescue Department currently owns a safety education trailer that has served the community for many years as a tool for public education and fire prevention training. The trailer has reached the end of its useful life and is now in poor, deteriorating condition, including structural wear, outdated components, and increasing maintenance needs that outweigh its remaining value.

In 2026, the Department was awarded grant funding to purchase a modern, updated safety education trailer designed to improve the delivery of fire safety programming, enhance accessibility for all audiences, and reduce maintenance burdens. The new trailer is built by JHB Group with an anticipated delivery date of September 2026 and is expected to be placed into service in time for the October 2026 Fire Department Open House.

With a new trailer fully operational, the old safety trailer is no longer needed for departmental use. Designating it as surplus will allow the Fire Rescue Department to dispose of the deteriorated unit and free the space it currently occupies. Staff will pursue disposal options aligned with City surplus procedures, which may include sale, recycling, or scrapping depending on market interest and condition assessment.

The Fire Rescue Department Safety Trailer will be sold through auction by the City's broker, Obenauf Auction Service, Inc. If not able to be sold at auction or if auction price is less than a scrap price, the trailer will be scrapped as it has been determined by the responsible department to have minimal or no value.

## Recommendation:

It is the recommendation of staff to designate the Fire Rescue Department Safety Trailer (VIN 0158) as surplus and 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 Fire Rescue Department Safety Trailer (VIN 0158) be and is hereby designated as surplus; 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 the Fire Rescue Safety Trailer 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 15th day of September, 2026.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
Haig Haleblian, MAYOR

SEAL
ATTEST

_____
CITY CLERK

PASSED: September 15, 2026
APPROVED: September 15, 2026

Draft

**Agenda Item No: 9**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Class 20 Temporary Liquor License Request –
Pioneer Center for Human Services - Holiday Inspiration Luncheon Fundraiser, Friday, December 11, 2026

**Staff Recommendation:** Motion to approve issuance of a Class 20 Temporary Liquor License to Pioneer Center for Human Services – Holiday Inspiration Luncheon Fundraiser, Friday, December 11, 2026

**Staff Contact:** Melanie Gray, Assistant to the City Manager
Nick Hammonds, Deputy City Manager

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**Background:**
The City has received a request from Pioneer Center for Human Services for the issuance of a Class 20 Temporary Liquor License in order offer alcohol in the package only, as a raffle prize for a fundraiser on Friday, December 11, 2026. While raffle licenses are approved administratively per the City Code, the issuance of a temporary liquor license requires consideration by the City Council.

The organization will need a temporary liquor license as the awarding of alcoholic liquor as a raffle prize is considered the sale of alcohol by the State Liquor Control Act. The alcoholic raffle prizes will be awarded at the Holiday Inn, located at 800 S. Illinois Route 31 in Crystal Lake, on Friday, December 11, 2026, and must be picked up by Monday, December 14, 2026.

Section 329-5-T of the City Code permits the issuance of a Class 20 Temporary Liquor License for the retail sale of alcoholic liquor on the premises in packages only but not for consumption on the premises specified in the license where sold. The license shall be issued to not-for-profit corporations or organizations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three days and shall be issued only for special events sponsored by the not-for-profit corporation or organization requesting the license.

**Votes Required to Pass:**
Simple majority

**Agenda Item No: 10**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Class 16 and Class 20 Temporary Liquor License Request – CASA of McHenry County – Little Black Dress Gala Event, Thursday, October 8, 2026

**Staff Recommendation:** Motion to approve issuance of a Class 16 and Class 20 Temporary Liquor License to CASA of McHenry County – Little Black Dress Gala Event, Thursday, October 8, 2026

**Staff Contact:** Melanie Gray, Assistant to the City Manager
Nick Hammonds, Deputy City Manager

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**Background:**
The City has received a request from Casa of McHenry County for the issuance of a Class 16 Temporary Liquor License in order to sell beer and wine at their event being held at the Crystal Lake Holiday Inn, located at 800 S. Illinois Route 31 on Thursday, October 8, 2026, from 6:00 p.m. to 10:30 p.m.

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.

The City has received a request from CASA of McHenry County for the issuance of a Class 20 Temporary Liquor License in order offer alcohol in the package only, as a raffle prize for a fundraiser on Thursday, October 8, 2026. While raffle licenses are approved administratively per the City Code, the issuance of a temporary liquor license requires consideration by the City Council.

The organization will need a temporary liquor license as the awarding of alcoholic liquor as a raffle prize is considered the sale of alcohol by the State Liquor Control Act. The alcoholic raffle prizes will be awarded at the Holiday Inn, located at 800 S. Illinois Route 31 in Crystal Lake, on Thursday, October 8, 2026, and must be picked up by Sunday, October 11, 2026.

Section 329-5-T of the City Code permits the issuance of a Class 20 Temporary Liquor License for the retail sale of alcoholic liquor on the premises in packages only but not for consumption on the premises specified in the license where sold. The license shall be issued to not-for-profit

corporations or organizations qualified to do business in the State of Illinois. The license shall be for a period not to exceed three days and shall be issued only for special events sponsored by the not-for-profit corporation or organization requesting the license.

**Votes Required to Pass:**
Simple majority

**Agenda Item No: 11**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Special Event Request – Downtown Crystal Lake/Main Street's Shop & Sip and Class 16 Temporary Liquor License Request – Thursday, October 15, 2026

**Recommendation:** 1. Motion to approve the Downtown Crystal Lake/Main Street's Special Event on Thursday, October 15, 2026 pursuant to the staff recommended conditions
2. Motion to approve the issuance of a Class 16 Temporary Liquor License Request

**Staff Contact:** Kathryn Cowlin, Director of Community Development
Victoria Wojcik, Community Development Analyst
Melanie Gray, Assistant to the City Manager

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**Background:** Downtown Crystal Lake/Main Street has applied for a Special Event Permit to hold the Shop & Sip in downtown Crystal Lake on Thursday, October 15, 2026, between 5:00 p.m. and 8:00 p.m. The event is to be held within the businesses in downtown. All alcohol will be required to be consumed within the participating businesses. Open alcohol will not be permitted on the sidewalks. The event will include a check-in table and live music with a DJ, which will be located near the clock tower at the Brink Street Market Plaza to provide ambiance for the participants as they walk between the businesses.

This event is similar to previous Midsummer Wine Walk events, except the time of this event is later in the evening, and the participants will receive a limited number of 5 tickets for 3-ounce wine pours at their choice of participating business.

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

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

1. This approval is valid for the Special Event Permit and the Class 16 Temporary Liquor License on Thursday, October 15, 2026, from 5:00 p.m. to 8:00 p.m.
2. The event shall be in accordance with the submitted site plan.

3. All electrical must comply with the 2017 National Electric Code and is subject to an inspection prior to starting the event.
4. All electrical cords shall be covered to avoid a potential trip hazard. Electrical cords shall utilize an approved, commercially available cord protector.
5. Generators, if used, must be a minimum of 20 feet from any tents and/or canopies, and protected from the public by fencing, enclosure, or other approved means. Generators shall be properly grounded as outlined by the manufacturer.
6. All music must end by 8:00 p.m.
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. The applicant is responsible for obtaining all necessary McHenry County Health Department permits.
9. 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.)
10. Provide approved access for emergency vehicles to gain entry to the event as well as maintain access to the existing structures.
11. Any building used for the event must remain below the posted occupancy load limit.
12. Fire hydrants shall be accessible or unobstructed.
13. Tents and canopies used for an event must comply with City requirements.
14. Certificate of Insurance must be updated to show the current address and submitted before October 2, 2026.
15. Submit the list of businesses that are participating by Friday, September 25, 2026.

The applicant has been made aware of these recommended conditions and advised to attend the September 15, 2026, City Council meeting to answer any questions.

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

# SPECIAL EVENTS APPLICATION

Please PRINT or TYPE

**EVENT NAME** 2026 Shop & Sip

**EVENT LOCATION** Inside participating stores on Williams, Brink, Woodstock and Main,

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 | ❑ General use of City-owned property |
| ❑ Circus | ❑ Parade |
| ❑ Festival | ❑ Outdoor Sales |
| ❑ Filming | ❑ Run/Walk Event |
| ❑ Other_____ | |

2. General Description/Purpose of the event:
The Shop & Sip will be ticketed (like the Wine Walk) but with a relaxed focus on alco
Tickets will be an approachable price point ($20), including 5 tickets for 3 oz pours a
We are requesting use of Brink St Market to have a check-in tent and table and host

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: 5-10 volunters
9. Estimated attendance: 200-400

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: Katie Galto
13. Contact Information for Event Manager:

Address: 25 W Crystal Lake Ave

Crystal Lake, IL 60014

(Please check preferred means of contact)

Daytime phone: [redacted] ❑

Emergency phone: _____ ❑

Cell phone: [redacted] ❑

Email: [redacted] ❑

## EVENT OPERATION

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

Set Up: October 15

Event: October 15

Dismantling: October 15

15. Hours of the event:

Set Up: 4 PM

Event: 5 PM - 8PM

Dismantling: 8PM

## 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?
3oz servings of wine

***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_____

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

    Name of Company_____
    Address_____
    Phone_____

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

    If yes, please specify the power requirements and plan for provision
    We will need electricity in the Brink St Market for live music

## 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:
We will have a first aid kit available and the police and fire department is less thar

## 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

08/14/2026
Date

Katie Galto
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

Crystal Lake Brewing
Forge Fitness
Prado's Market
Off The Vine Wine Shop
Collision Specialists of Crystal Lake
Crystal Lake Junction
The Other Side
RAILROAD ST
Duke's Alehouse and Kitchen
E WOODSTOCK ST
Williams Street Rep
MINNIE ST
Crystal Lake
Slim's Barber Shop
Pots And Pies
Trax Depot Cafe
Oakwood Worldwide
Depot Park
Georgio's Chicago Pizzeria & Pub
Taqueria Las Cumbres
Rookies All American Pub & Grill
Grounds Coffee Bar & Cafe
Saloon C
JC Licht
Evolve for Inner Peace
U-Haul Neighborhood Dealer @ Ormsby Motors
Color Me Mine
The Clothes Gallery
Home State Bank
Dalzell Jewelers
Check in
music
Klassic Image
La Bellissima
Jude's
Metro Bowl
The Cottage
Crystal Lake Antique Mall
Mobil
E CRYSTAL LAKE AVE

**Agenda Item No: 12**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Special Event Request – Grown Up Field Day and Class 20 Temporary Liquor License Request, Kids in Need of McHenry County – Saturday, September 26, 2026

**Staff Recommendation:**
1. Motion to approve a Special Event Permit for Grown Up Field Day to be held Saturday, September 26, 2026, from 3:00 p.m. to 6:00 p.m. pursuant to the recommended conditions
2. Motion to approve the issuance of a Class 20 Temporary Liquor License Request for Kids in Need of McHenry County

**Staff Contact:** Kathryn Cowlin, Director of Community Development
Victoria Wojcik, Community Development Analyst
Melanie Gray, Assistant to the City Manager

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**Background:**
Kids in Need of McHenry County has requested a Special Event approval to hold their Grown Up Field Day fundraiser special event on Saturday, September 26, 2026, from 3:00 p.m. to 6:00 p.m. at the Dole Mansion grounds, 401 Country Club Road. The event includes classic field day obstacles and games, food vendors, a DJ, a raffle, and a designated area for beer and socializing. Parking will be onsite as well. This is the first time this special event has been requested.

Kids in Need of McHenry County has also requested the issuance of a Class 20 Temporary Liquor License to offer alcohol, in the package only, as raffle prizes for the event. The organization will need a temporary liquor license, as awarding of alcoholic liquor as a prize is considered a sale of alcohol under the State Liquor Control Act. The alcoholic raffle prizes will be awarded at The Dole Mansion located at 401 Country Club Road, on Saturday, September 26, 2026, and must be picked up by Monday, September 28, 2026. Alcohol sold and served at the event will be from the Dole Mansion staff under their separate liquor license.

City staff has reviewed the applicant's request. The following are conditions of approval:

1) This approval is valid for the Special Event to be held on Saturday, September 26, 2026, from 3:00 p.m. to 6:00 p.m. and according to the site plan.

2) The alcoholic raffle prizes will be awarded at The Dole Mansion located at 401 Country Club Road, on Saturday, September 26, 2026, and must be picked up by Monday, September 28, 2026. Alcoholic prizes are not to be consumed on site.
3) Alcohol served and sold at the event must be under the Dole's Liquor License.
4) Since alcohol will be present, the event area shall be fully enclosed with a barricade to contain the event in a designated area. The City of Crystal Lake shall approve the type of barricade that will be in use.
5) Patrons of the premises where the beer, wine and alcoholic liquor drinks are to be sold are required to wear a non-transferrable, one use only, disposable wrist band or other means of identification identifying them as patrons of the area that is subject to the license.
6) Tents/Canopies to be used for this event must follow City guidelines. Inspection(s) shall be completed PRIOR to event for every occurrence (if used for event). Contact the Community Risk Management team to schedule an inspection (815) 356-3700.
7) No smoking, cooking, or open flames are permitted under canopies/tents.
8) Provide adequate lighting for participants during night hours. Submit stage lighting and canopy lighting specifications if applicable.
9) Obtain any necessary approvals from McHenry County Health Department.
10) Temporary wiring must comply with the 2017 National Electrical Code.
11) The site must be inspected the day prior to the event for compliance with canopy spacing (if applicable), electrical connections, etc.
12) Barricades shall be placed so that firefighters are able to move them if emergency vehicles need access.
13) A minimum 20-foot access lane shall be maintained within fire lanes to allow access for emergency vehicles in the parking lot.
14) The applicant must provide adequate trash receptacles, which must be emptied on a regular basis throughout the event, and following post-event cleanup. 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.)
15) Vendors are responsible for site clean-up, with all garbage removed at the end of each event day.
16) All electrical connections and cords shall meet the requirements of the 2017 National Electric Code. Contact the Building Department at (815) 356-3605 if you have any questions.
17) All electrical cords shall be covered to avoid a potential trip hazard. Electrical cords shall utilize an approved, commercially available cord protector.
18) All food trucks must meet the requirements listed in City Code Chapter 385-35, including a permit and an inspection of the truck by the Crystal Lake Fire Prevention Bureau. The petitioner shall contact the Fire Prevention Bureau to arrange for an inspection prior to the event.
19) Maximum occupancy limits of the building must be maintained throughout the event.

The applicants have been made aware of these recommended conditions and will attend the September 15, 2026, City Council meeting to answer any questions. The application materials have been attached for reference.

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

CITY OF
Crystal Lake
ILLINOIS

# SPECIAL EVENTS APPLICATION

Please PRINT or TYPE

**EVENT NAME** Grown-up Field Day: Obstacle & Ales

**EVENT LOCATION** The Dole - 401 Country Club Rd Crystal Lake

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 | ☐ General use of City-owned property |
| ☐ Circus | ☐ Parade |
| ☒ Festival | ☐ Outdoor Sales |
| ☐ Filming | ☐ Run/Walk Event |
| ☒ Other fundraiser w/ field-day style games | |

2. General Description/Purpose of the event:
fundraiser for kids in need of McHenry County. This will be a classic field day event with some modern + adult add-ons.

| | | |
|---|---|---|
| 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: 40 - 45

9. Estimated attendance: 250 people

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: Alicia Wehby

13. Contact Information for Event Manager:

Address: Home: 1530 Crabtree Ln Crystal Lake
Work: 4410 IL Rt 176 #11 Crystal Lake

(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: 12pm 9/26/26

Event: 3-6pm 9/26/26

Dismantling: 6-7pm 9/26/26

15. Hours of the event:

Set Up: 12 pm

Event: 3-6pm

Dismantling: 6-7pm

## 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?
Beer and one specialty drink of vodka and lemonade
* We will not be selling or distributing. The DOLE is purchasing, selling + distributing
***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.*** * Provided by Knights of Columbus

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

Description of Products_____

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

Name of Company_____
Address_____
Phone_____

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

If yes, please specify the power requirements and plan for provision
_____
_____

## 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:
We will have basic first aid provided by a volunteer firefighter

## 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 7/13/24

Alicia Wehby
Print Name

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STAFF USE ONLY

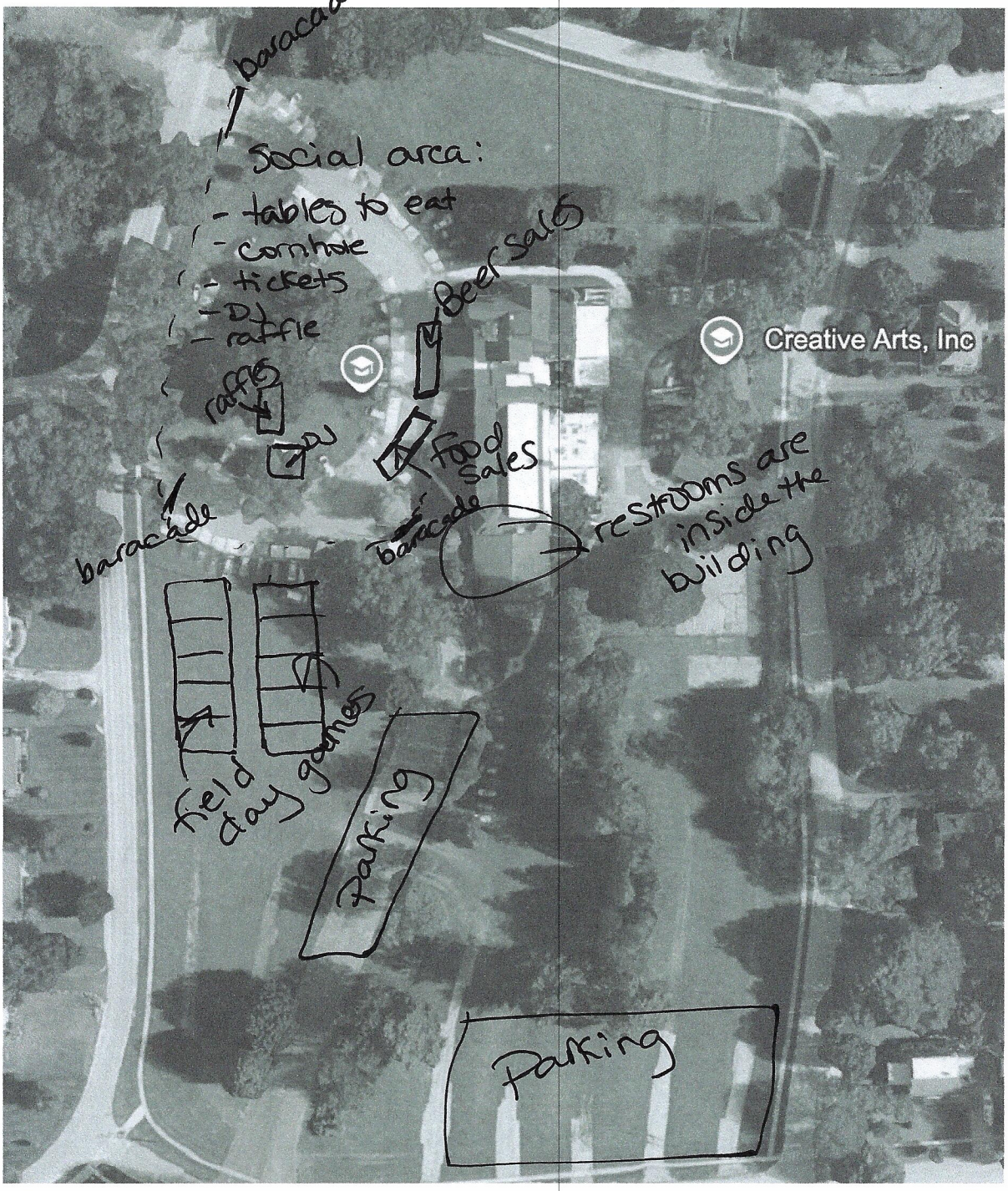
Assigned City Department: _____

Assigned City Staff Liaison: _____

Meeting with Event Organizer Required: ☐ Yes ☐ No

City Council Approval Required: ☐ Yes ☐ No

★ Alcohol will be in fenced social area



**Agenda Item No: 13**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Special Event Request – The MAC Fest and Class 18 Liquor License Amendment Request, Saturday September 26, 2026, from 12:00 p.m. to 10:30 p.m.

**Staff Recommendation:** 1) Motion to approve the Special Event Request for The MAC Fest

2) Motion to approve the Class 18 Liquor License Amendment to allow for outdoor sales and consumption of alcohol on premises for the MAC Fest Special Event on Saturday, September 26, 2026, from 12:00 p.m. to 10:30 p.m.

**Staff Contact:** Kathryn Cowlin, Director of Community Development
Victoria Wojcik, Community Development Analyst
Melanie Gray, Assistant to the City Manager

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**Background:**
The MAC Athletic Complex is looking to host an outdoor live music and vendor event on Saturday September 26, 2026, from 12:00 p.m. to 10:30 p.m. The outdoor event will include a stage for live musicians, vendor booths selling goods and merchandise, and food vendors for event attendees. The nature of this event is similar to the MAC Fest held in June of this year.

The event is estimated for about 500 to 1,000 people. Mobile restroom facilities will be supplied for the attendees. No road closures have been requested, as the event will be entirely on private property. Private security, monitoring the event space and parking area, will also be present during the entire event.

Approval to amend the existing Class 18 Liquor License is needed because the MAC is planning to sell and serve alcohol outdoors in the fenced in event area as part of this event only, as designated in the site plan, and following staff conditions. Their existing Liquor License allows them to sell and serve alcohol indoors only. The Mayor and City Council designate the locations where alcohol can be sold for Class 18 Liquor License holders.

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

1. This approval is valid for The MAC Fest Special Event Permit and Class 18 Liquor License Amendment Request for Saturday, September 26, 2026, from 12:00 p.m. to 10:30 p.m.
2. All music must end by 10:30 p.m.
3. The event shall be in accordance with the submitted site plan.
4. The event organizers must supply removable barricades for this event.
5. The MAC must change their Liquor License to allow for outdoor alcohol sales and consumption for any future special event requests of similar nature.
6. Since alcohol will be present, the event area shall be fully enclosed with a barricade to contain the event in a designated area. The City of Crystal Lake shall approve the type of barricade that will be in use.
7. Alcohol sales must stop 30 minutes prior to the end of the event.
8. Patrons of the premises where the beer, wine and alcoholic liquor drinks are to be sold are required to wear a non-transferrable, one use only, disposable wrist band or other means of identification identifying them as patrons of the area that is subject to the license.
9. Event must be covered by the existing Liquor License Insurance.
10. Emergency contact information for the Site Supervisor and Event Security Supervisor must be provided to the Police Department prior to the event date.
11. Signs indicating available parking areas must be placed to direct patrons to parking areas.
12. Any lighting should be placed so as not to disturb neighbors.
13. The applicant is responsible for obtaining all necessary McHenry County Health Department permits.
14. Pedestrian ways or fire lanes must not be obstructed to ensure safety to and from the event space.
15. The applicant must provide adequate trash receptacles, which need to be emptied on a regular basis throughout the event, and following post-event cleanup. 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.)
16. Vendors are responsible for site clean-up, with all garbage removed at the end of the event.
17. A minimum 20-foot access lane shall be maintained within fire lanes to allow access for emergency vehicles.
18. Fire hydrants shall be accessible or unobstructed.
19. Any building used for the event must remain below the posted occupancy load limit.
20. No smoking, cooking or open flames is permitted under canopies/tents.
21. Tents and canopies shall comply with conditions outlined in the attached document. Inspection(s) shall be completed PRIOR to the event for every occurrence (if used for event).
22. Generators, if used, must be a minimum of 20 feet from any tents and/or canopies, and protected from the public by fencing, enclosure, or other approved means. Generators shall be properly grounded as outlined by the manufacturer.
23. All electrical connections and cords shall meet the requirements of the 2017 National Electric Code. Contact the Building Department at (815) 356-3605 if you have any questions.

24. All electrical cords shall be covered to avoid a potential trip hazard. Electrical cords shall utilize an approved, commercially available cord protector.
25. If used for the event, 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.

The applicant has been advised to attend the September 15, 2026, City Council meeting to answer any questions.

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

CITY OF
Crystal Lake
ILLINOIS

# SPECIAL EVENTS APPLICATION

Please PRINT or TYPE

**EVENT NAME** The MAC Fest "Don't FALL in Love"

**EVENT LOCATION** The MAC 1310 Ridgefield Rd Crystal Lake, IL 60012

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

2. General Description/Purpose of the event:
Bringing Live Music and a variety of drink and apparel Vendors to a family friendly e

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: 500-1500

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: Victor Gonzalez & Gabriela Paredes
13. Contact Information for Event Manager:

Address: 1202 Orchard Ln
Harvard, IL 60033

(Please check preferred means of contact)

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

## EVENT OPERATION

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

Set Up: 09/26/2026
Event: 09/26/2026
Dismantling: 09/20/2026-09/21/2026

15. Hours of the event:

Set Up: 9:00 am - 11:30 am
Event: 12:00 pm- 10:30 PM
Dismantling: 10:30-11:30PM 9:00 am-1:0

## 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?
beer, seltzers and cocktails will be offered.

***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 Hats, boots, toys, sweatshirts

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

Name of Company Crown Restroom
Address 1704 Lamb Rd Suite B Woodstock, IL 60098
Phone 815-459-5558

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

If yes, please specify the power requirements and plan for provision
Stage will have generators for power need for stage. Each vendor needing electri

## 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:
First aid station will be set up,

## 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 mobile sinks will be provided with the restroom and vendors requiring wat

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 _____

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

28. Please state what provisions have been made for first aid and emergency medical services, if any:
First aid station will be set up,

## 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 mobile sinks will be provided with the restroom and vendors requiring water will receive from the MAC

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

8-17-26
Date

Gabriela Paredes
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

Outlook

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**Re: MAC Fall Fest**

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**From** Gaby Gonzalez [redacted]
**Date** Wed 8/19/2026 9:05 AM
**To** Victoria Wojcik <vwojcik@crystallake.org>

**Stop - Look - Think - Decide:** This email originated from outside of the City. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

I apologize for the late response. I was waiting on the security to send over their plan. I have attached the plan and their business liability information. We will not be using the additional parking this tome around, we didn't end up needing  it last event. Please let know if their is anything else you need!

Mayor Haig Haleblain

100 W. Woodstock Street

Crystal Lake, IL 60014

Re: Request for Temporary Liquor License Modification for September 26, 2026 Festival

Mayor Haig Haleblian,

I am writing to respectfully request a temporary modification to our existing liquor license, which is currently designated as “On Premise,” to allow for limited outdoor alcohol sales during a special event we are hosting on September 26, 2026.

On that date, we will be holding a scheduled festival at our location, featuring several licensed food truck vendors and community activities. To enhance the experience for attendees and support our participating vendors, we are seeking approval to permit the sale and consumption of alcoholic beverages in a designated fenced in and secured outdoor area adjacent to our premises for the duration of the event.

We are fully committed to maintaining a safe and well-regulated environment. All alcohol services will comply with local and state laws, including age verification, responsible service practices, and clearly defined boundaries for consumption. We are also prepared to implement any additional safety or security measures required by the City.

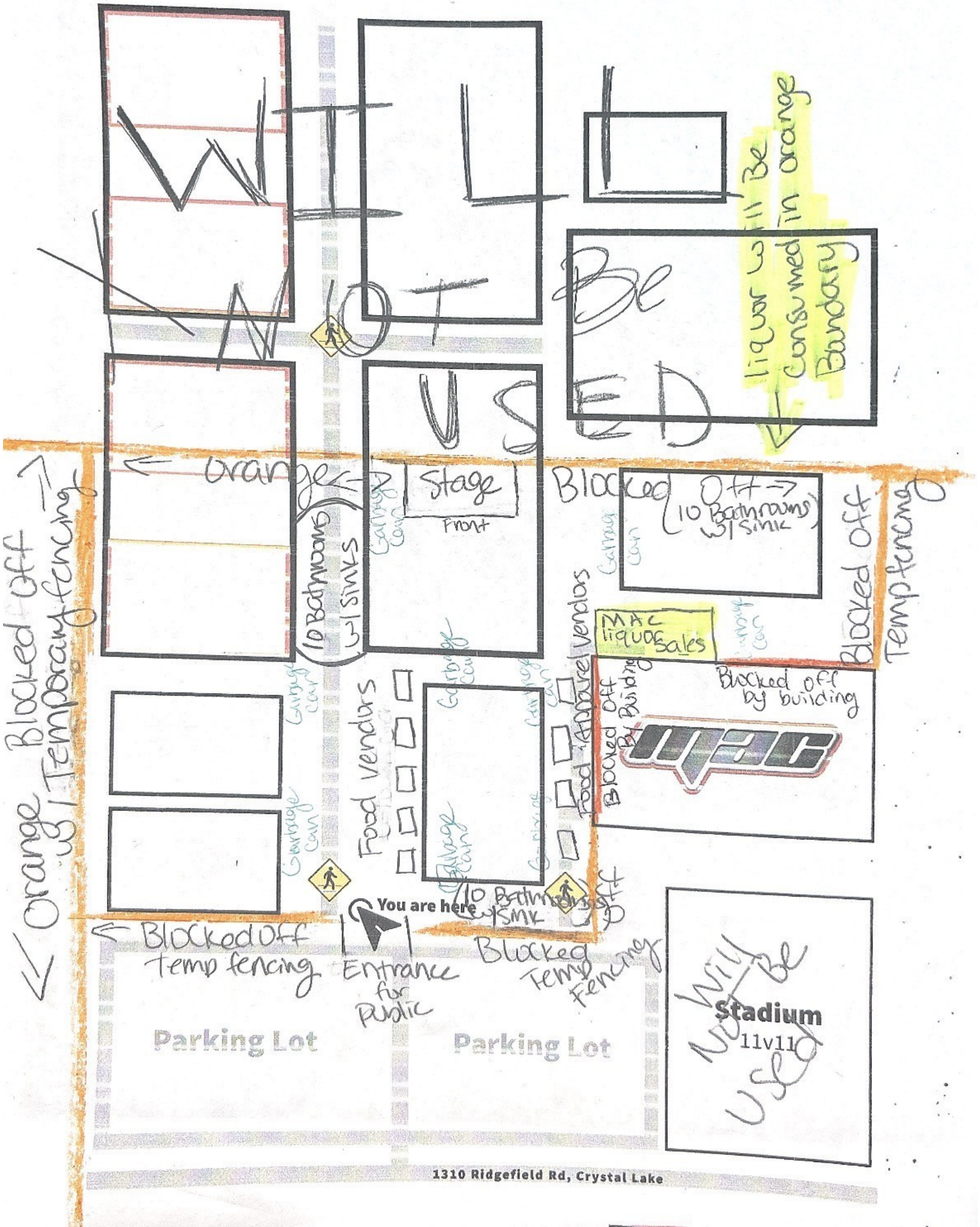
This temporary adjustment would significantly contribute to the success of the event, while continuing to uphold the standards and expectations of the Crystal Lake community.

Please let us know if any additional information, permits, or documentation are needed to support this request.

Thank you for your time and consideration.

Sincerely,

Charles Andersen
Director of Operations
[redacted]


Will Not Be Used
Liquor will be consumed in orange Boundary
Orange
Stage
Front
10 Bathrooms w/ Sinks
Blocked Off
10 Bathrooms w/ Sink
Blocked off Temp fencing
MAC liquor Sales
Blocked off by building
Food Vendors
Blocked off by building
Blocked Off Temp fencing
Orange w/ Temporary fencing
Blocked Off Temp fencing
You are here
Entrance for Public
Blocked Temp Fencing
Parking Lot
Parking Lot
Stadium
11v11
Will Not Be Used
1310 Ridgefield Rd, Crystal Lake

**Agenda Item No: 14**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

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

**Request:** Special Use Permit Amendment to allow improvements to the existing ComEd office and maintenance yard facility, including Variations for:

1) a fleet maintenance garage building having a height of 65 feet, instead of the maximum allowed 25 feet;
2) a fence having a height of 9 feet, instead of the maximum allowed six feet;
3) a hard surface coverage area of 87%, instead of the maximum allowed 65%;
4) parking area light levels below the 0.25 foot-candle minimum;
5) a maximum-to-minimum light level ratio that exceeds the 12:1 maximum; and
6) a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel

**Location:** 5100 S Illinois Route 31

**Applicant:** ComEd, owner
3 Lincoln Center, Oakbrook Terrace, Illinois

**PZC Recommendation:** To approve the Planning and Zoning Commission recommendation and adopt an Ordinance granting a Special Use Permit Amendment and Variations at 5100 S Illinois Route 31

**Staff Contact:** Kathryn Cowlin, Director of Community Development
Darrell Moore, Assistant City Planner

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**Background:**

- The subject property is about nine acres in size and has been the location of a ComEd facility since the 1960s.
- Request: Special Use Permit Amendment to allow improvements to the existing ComEd office and maintenance yard facility, including Variations for:

1) a fleet maintenance garage building having a height of 65 feet, instead of the maximum allowed 25 feet;
2) a fence having a height of 9 feet, instead of the maximum allowed six feet;
3) a hard surface coverage area of 87%, instead of the maximum allowed 65%;
4) minimum parking area light levels below the 0.25 foot-candle minimum;
5) a maximum-to-minimum light level ratio that exceeds the 12:1 maximum; and
6) a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel.

- Land Use: The site is zoned M-L Manufacturing Limited with an SUP allowing the current use by ComEd.
- Zoning: The site is zoned R-2 Single-Family Residential District.
- Previous Approvals: In 1985, the property was annexed and a Special Use Permit granted for the ComEd facility.
- Proposal Details:
    - The current hard surface coverage area is estimated at 70%, which does not meet the 65% maximum allowable coverage area of the M-L District. The proposed hard surface coverage of 87% is a 17% increase over the existing coverage.
    - The project scope includes removal of a smaller, 30-foot-tall, existing utility maintenance building in which vehicles and equipment are currently being serviced. The proposed 65-foot-tall utility maintenance building would be the first implementation of a new design by ComEd that will allow for the more efficient servicing of its fleet.
    - For reference, here are some other tall buildings in Crystal Lake: The Raue Center—72 feet, Enclave—50 feet, U-Haul—45 feet. On the subject property there exist three rows of overhead power lines with supporting structures that are 35, 90, and 120 feet tall.
    - The proposed landscaping buffer is comprised of a mix of trees and shrubs and features on its north end 37 "Junior Giant" arborvitae that grow 15-20 feet in height and 8-10 feet in width. This will provide a dense tall hedge row effectively screening the parking lot from the adjacent residential properties. The required 50-foot landscape buffer from residentially zoned property is not met. There are unique characteristics that influence this decision including, the nearest residential structures are 130 feet away, there is off-site landscaping between the two properties that already provides a visual buffer, and the presence of overhead power lines along the northern property line limit taller landscaping options there.

## PZC Highlights:

The following points were discussed during the August 19th Planning and Zoning Commission (PZC) hearing:

- The petitioners stated that the purpose of the request was primarily to improve the repair and maintenance services of the fleet of ComEd vehicles that service the area. This entails constructing a building tall enough to conduct maintenance on boom trucks while at full height extension. The increased capacity and capabilities of the proposed facility will reduce

vehicle repair and maintenance times so that they can get back into service more quickly; it will not increase the number of vehicles serviced.

- The petitioner stated that the hardship stemmed from the agencies "regulatory obligation to respond to electrical outages as quickly as possible."
- The other variations are due to property limitations including the lighting (restricted due to overhead power lines), fence height (for public safety), and hard surface coverage area (due to the storage needs of the existing fleet of vehicles and parking).
- Staff noted that the City Engineer has conceptually approved the use of underground compensatory storage to manage stormwater runoff created by the increase in hard surface area. And, for reference, provided the heights of two other notably tall buildings in Crystal Lake: the Raue Center (approximately 72 feet) and the Enclave (approximately 50 feet).
- There were no public comments.
- The PZC was unanimously supportive of the request, noting that the unique role of ComEd and the use of the property represented a hardship.

The Planning and Zoning Commission recommended **approval (6-0)** of the petitioner's request with the following conditions:

1. Project plans shall be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application/Narrative (Sidley Austin LLP, received 07/01/26)
   B. Site Plan (Wold, undated, received 07/09/26)
   C. Architectural Plans/Renderings (Wold, dated 6/24/26, received 07/09/26)
   D. Preliminary Engineering Plans (MeritCorp, dated 06/25/26, received 07/09/26)
   E. Preliminary Stormwater Report (MeritCorp, dated 06/25/26, received 07/09/26)
   F. Landscape Plan (Design Perspectives, dated 07/09/26, received 07/09/26)
   G. Lighting Plan (Unnamed, undated, received 07/09/26)

2. Work with Community Development Department staff to provide suitable evergreen planting that screens the EV chargers at the site's southwest corner from the right-of-way, if feasible.

3. Add a defined top to the parapet walls or propose another solution to meet the design standards for industrial buildings.

4. The petitioner shall address all of the review comments and requirements of the Engineering and Public Works Department, the Community Development Department, and the Fire Department.

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

# Acknowledgement Form

Regarding the SUP & Variations for 5100 S IL Route 31, please check one of the choices and sign below.

☒ I hereby acknowledge that I have read, understand, and agree to the staff review comments and recommended conditions contained in the staff report, city staff reviews, and consultant reviews (if applicable).

☐ I hereby acknowledge that I have read, understand, and agree to most of the staff review comments and recommended conditions contained in the staff report, city staff reviews, and consultant reviews (if applicable) but have concerns with the following items:

_____

_____

Petitioner's Name: [redacted] as attorney for Petitioner Date: 9-9-2026

Signature

**Recommended Conditions:**

1. Project plans shall be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application/Narrative (Sidley Austin LLP, received 07/01/26)
   B. Site Plan (Wold, undated, received 07/09/26)
   C. Architectural Plans/Renderings (Wold, dated 6/24/26, received 07/09/26)
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   F. Landscape Plan (Design Perspectives, dated 07/09/26, received 07/09/26)
   G. Lighting Plan (Unnamed, undated, received 07/09/26)

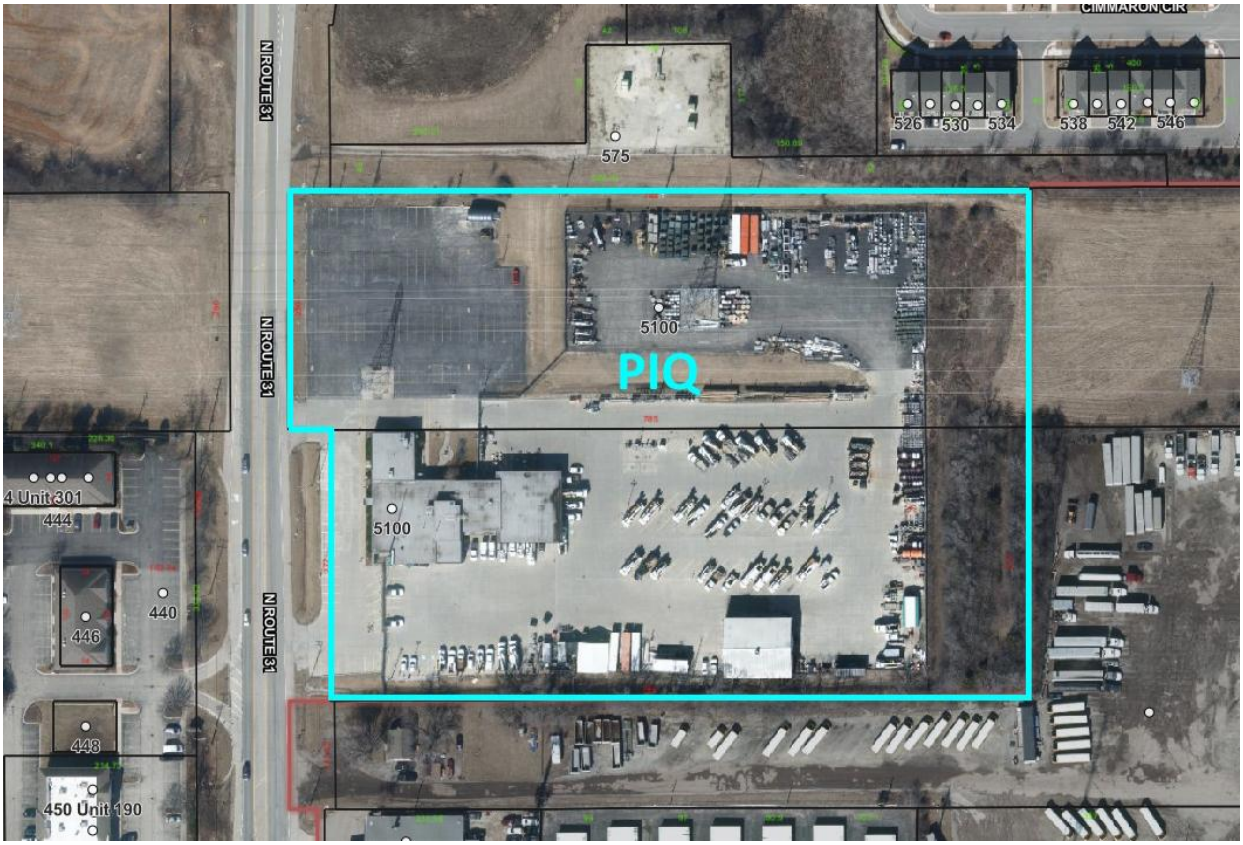
2. Work with Community Development Department staff to provide suitable evergreen planting that screens the EV chargers at the site's southwest corner from the right-of-way, if feasible.

3. Add a defined top to the parapet walls or propose another solution to meet the design standards for industrial buildings.

4. The petitioner shall address all of the review comments and requirements of the Engineering and Public Works Department, the Community Development Department, and the Fire Department.

**PARCEL IN QUESTION**

5100 S Illinois Route 31



Ord. No.
File No.

**The City of Crystal Lake Illinois**

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT ADMENDMENT AND VARIATIONS TO ALLOW IMPROVEMENTS TO THE EXISTING COMED OFFICE AND MAINTENANCE YARD FACILITY AT 5100 SOUTH ILLINOIS ROUTE 31**

Draft

**WHEREAS,** Commonwealth Edison Company (a.k.a. ComEd) (the "Petitioner") has filed a Petition (File #PLN-2026-129) requesting a Special Use Permit Amendment to allow improvements to the existing ComEd office and maintenance yard facility, including Variations for: 1) a fleet maintenance garage building having a height of 65 feet, instead of the maximum allowed 25 feet; 2) a fence having a height of 9 feet, instead of the maximum allowed six feet; 3) a hard surface coverage area of 87%, instead of the maximum allowed 65%; 4) parking area light levels below the 0.25 foot-candle minimum; 5) a maximum-to-minimum light level ratio that exceeds the 12:1 maximum; and 6) a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel, at 5100 South Illinois Route 31, Crystal Lake, Illinois; and

**WHEREAS**, the Planning and Zoning Commission of the City of Crystal Lake, pursuant to all required noticing, including notice duly published on August 1, 2026, in the Northwest Herald, held a public hearing at 7:00 p.m., on August 19, 2026, at City Hall at 100 W. Woodstock Street, Crystal Lake, Illinois to consider the proposed Petition; and

**WHEREAS**, on August 19, 2026, 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 Special Use Permit Amendment and Variations be approved, as documented in the minutes; and

**WHEREAS**, it is in the best interests of the CITY OF CRYSTAL LAKE that the Special Use Permit Amendment and Variations be issued as requested in said Petition.

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

Section I: That a Special Use Permit Amendment to allow improvements to the existing ComEd office and maintenance yard facility, including Variations for: 1) a fleet maintenance garage building having a height of 65 feet, instead of the maximum allowed 25 feet; 2) a fence having a height of 9 feet, instead of the maximum allowed six feet; 3) a hard surface coverage area of 87%, instead of the maximum allowed 65%; 4) parking area light levels below the 0.25 foot-candle minimum; 5) a maximum-to-minimum light

level ratio that exceeds the 12:1 maximum; and 6) a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel, at 5100 South Illinois Route 31, (PINs: 14-31-201-023 & 14-34-201-014) Crystal Lake, Illinois is hereby approved

Section II That the Special Use Permit Amendment and Variations are approved with the following conditions:

1. Project plans shall be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application/Narrative (Sidley Austin LLP, received 07/01/26)
   B. Site Plan (Wold, undated, received 07/09/26)
   C. Architectural Plans/Renderings (Wold, dated 6/24/26, received 07/09/26)
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   G. Lighting Plan (Unnamed, undated, received 07/09/26)

2. Work with Community Development Department staff to provide suitable evergreen planting that screens the EV chargers at the site's southwest corner from the right-of-way, if feasible.

3. Add a defined top to the parapet walls or propose another solution to meet the design standards for industrial buildings.

4. The petitioner shall address all of the review comments and requirements of the Engineering and Public Works Department, the Community Development Department, and the Fire Department.

Section III: That the City Clerk be and is hereby directed to amend all pertinent records of the City of Crystal Lake to show the issuance of Special Use Permit Amendment and Variations in accordance with the provisions of this Ordinance, as provided by law.

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

**DATED** at Crystal Lake, Illinois, this 15th day of September 2026.

Draft

Ord. No.
File No.

City of Crystal Lake, an
Illinois municipal corporation

Haig Haleblian, MAYOR

SEAL

ATTEST:

CITY CLERK

Passed: September 15, 2026
Approved: September 15, 2026

Draft

# #2026-129
# ComEd Facility (5100 S Illinois Route 31)–Special Use Permit Amendment with Variations
# Project Review for Planning and Zoning Commission

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**Meeting Date:** August 19, 2026

**Request:** Special Use Permit Amendment to allow improvements to the existing ComEd office and maintenance yard facility, including Variations for:

1) a fleet maintenance garage building having a height of 65 feet, instead of the maximum allowed 25 feet;
2) a fence having a height of 9 feet, instead of the maximum allowed six feet;
3) a hard surface coverage area of 87%, instead of the maximum allowed 65%;
4) parking area light levels below the 0.25 foot-candle minimum;
5) a maximum-to-minimum light level ratio that exceeds the 12:1 maximum; and
6) a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel.

**Location:** 5100 S Illinois Route 31

**Acreage:** Approximately 9 acres

**Existing Zoning:** M-L Manufacturing Limited

**Surrounding Properties:**

| | |
|---|---|
| North: | B-2 PUD General Commercial & R-3B PUD Multifamily Residential |
| South: | IT Industrial/Transitional (Prairie Grove) |
| East: | IT Industrial/Transitional (Prairie Grove) |
| West: | B-2 PUD General Commercial |

**Staff Contact**: Darrell Moore (815.356.3612)

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**Background:**

- The subject property has been the location of ComEd facility since the 1960s. In 1985, it was annexed into the City of Crystal Lake and zoned M-L Manufacturing Limited with a Special Use Permit for "a utility company and depot, service yard, and garage."
- The subject property includes parking, storage, offices, and a garage. About half of the property is in a high-tension power line transmission right-of-way. The facility is strategically located within the ComEd network to allow for rapid response by fleet vehicles to power distribution emergencies in McHenry County.

**Development Analysis:**

General

- Request: Special Use Permit Amendment to allow improvements to the existing ComEd office and maintenance yard facility, including Variations for:

  1) a fleet maintenance garage building having a height of 65 feet, instead of the maximum allowed 25 feet;

  2) a fence having a height of 9 feet, instead of the maximum allowed six feet;

  3) a hard surface coverage area of 87%, instead of the maximum allowed 65%;

  4) minimum parking area light levels below the 0.25 foot-candle minimum;

  5) a maximum-to-minimum light level ratio that exceeds the 12:1 maximum; and

  6) a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel.

- Zoning: The site is zoned M-L Manufacturing Limited with an SUP allowing the current use by ComEd.
- Land Use: The land use map shows the area as Public & Semi-Public.
- Previous Approvals:
  - In 1985, the property was annexed and a Special Use Permit granted for the ComEd facility.

PROJECT DETAILS:

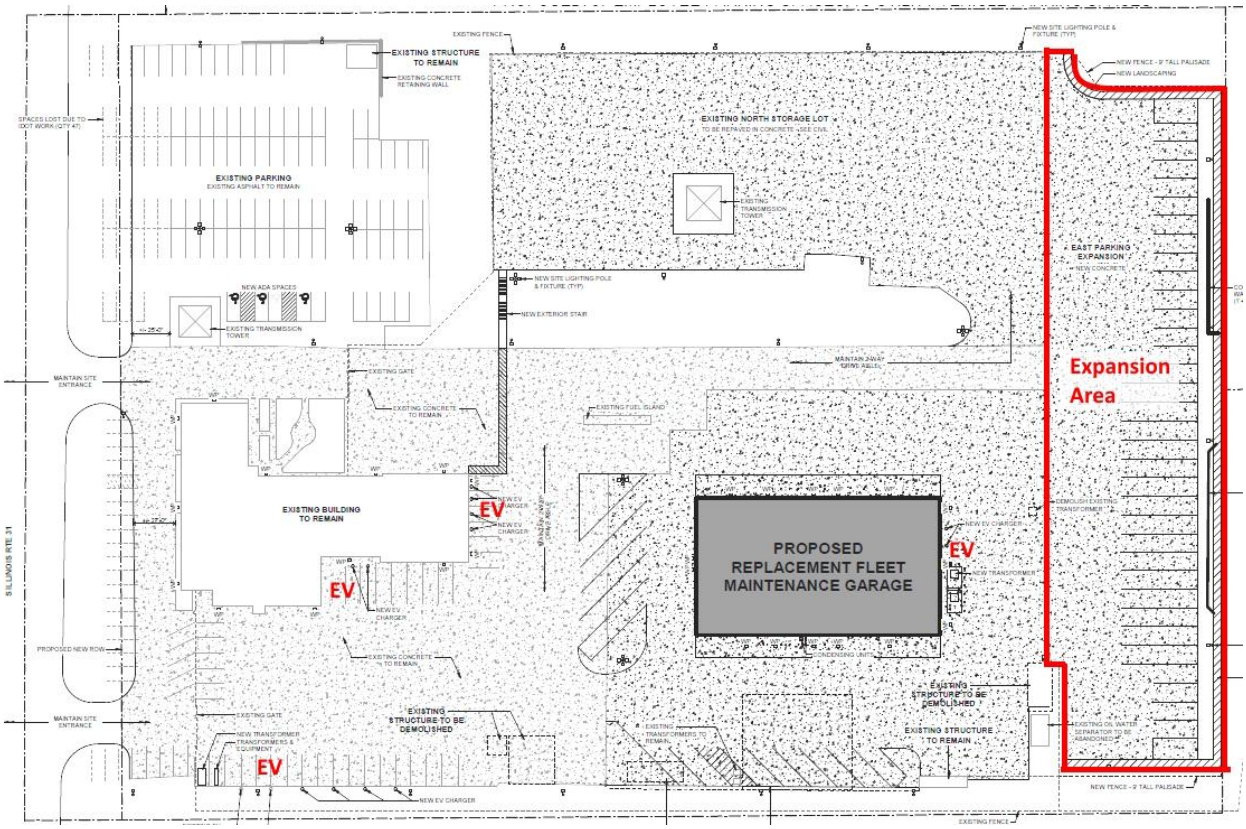
The purpose of the request is to allow for alterations and improvements to the existing ComEd facility and storage yard. The scope of work includes:

- **New maintenance garage**
  - This 22,000-square-foot building will replace an existing garage to provide fleet maintenance and to allow for the indoor repair and testing of ComEd bucket trucks. The height of the garage (65 feet) will allow full extension of the vehicle booms indoors. This building will be erected towards the rear of the property, nearly 400 feet from the front property line.
  - Based on the definition of 'height' in the UDO, the flat-roofed building is 65 feet, due to the parapet walls extending higher than the flat roof.
  - The building can meet the minimum standards in the UDO for industrial buildings by adding a defined top to the parapet. It features variations in colors, materials, and horizontal and vertical planes.
  - This building is classified as an accessory structure. It has vehicle doors running the length of the two long sides and vehicle charging stations on one of the short sides. It will not be required to have foundation landscape plantings.



- **Reconfigured parking and storage areas**
    - Primarily to accommodate the new building, additional parking and vehicle storage will be added onto the east side of the existing parking and storage areas.
    - The northern edge of the parking area is about 73 feet from the south property line of the neighboring townhomes.
    - Perimeter landscaping will be planted around the edges of the extended parking area. Arbor vitae, capable of reaching 15 feet in height, will line the northern edge to provide additional screening for the townhomes.
    - The reconfiguration will reduce the number of employee parking spaces from 135 to 87, but this is still more than the spaces needed for a typical peak shift, which has approximately 60 employees.
    - Underground detention will be created beneath the new impervious surface area to handle the stormwater runoff. This design has been conceptually approved by the City Engineer.
- **Additional electric vehicle chargers**
    - Twelve additional electric vehicle chargers are planned at multiple locations. These chargers will support ComEd fleet electrification and not be available to the public.
    - Only some chargers at the southwest corner of the property will be visible from the right-of-way. As long as the chargers are screened they do not trigger a special use permit.
- **New exterior lighting**
    - New exterior lighting will be installed throughout the site. Light fixtures have been chosen that meet the UDO requirements for full-cutoff. The design of four lighted bollards along a pedestrian route through the parking lot is sufficient to meet UDO standards.

- Overhead power lines limit placement of lighting poles. As a result, the center of the property has lighting levels that fall below the UDO standard for minimum footcandles. These areas are not open to the public.




- **New fencing**
  - A nine-foot black palisade fence is proposed for the parking expansion area.



Variations:

- **<u>Garage</u>: height variation of 65 feet instead of the maximum allowed 25 feet for accessory structures.**
  - The applicant has stated that this height is necessary for the indoor testing and repair of fleet vehicles with boom lifts.
- **<u>Fence</u>: height variation of 9 feet, instead of the maximum allowed 6 feet.**

  - The proposed palisade-style fence has a cleaner look than the existing chain-link fence with concertina barbed wire, while providing an appropriate level of security.

- **Hard Surface Coverage: hard surface coverage area of 87%, instead of the maximum allowed 65%.**
  - The existing hard surface coverage area already exceeds the 65% maximum. The proposed additional area will come with on-site stormwater detention improvements.
- **Lighting: minimum parking area light levels below the 0.25 footcandle minimum.**
  - Some parking and storage areas along the middle of the property under the high-tension power lines will have light levels as low as 0.1 footcandle. The applicant has stated that there are limitations for pole lights under the power lines and that these areas are not open to the general public.
- **Lighting: a maximum-to-minimum light level ratio that exceeds the 12:1 maximum.**
  - Because some light levels are proposed to be at 0.1 footcandle, other areas of the site which are lit to modest standards (5.7 footcandles) create a light-to-dark ratio that exceeds the 12:1 maximum. The applicant has stated that this due to lighting limitations under the power lines.
- **Landscape buffer: a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel.**
  - The UDO requires a 50-foot landscape buffer between industrial and multifamily zoning. The property that is zoned residential is a Nicor gas line. The application is looking for relief from this requirement due to their proposal for a 73-foot separation distance, the planting of arbor vitae along the parking lot edge closest to the multifamily development, and the existing vegetation in-between.

Comprehensive Land Use Plan 2030 Vision Summary Review:
The Comprehensive Plan designates the subject property as Public & Semi-Public, which is consistent with the current use of the property as a facility for a public utility. The following goals are applicable to this request:

**Goal:** Provide area for high quality public and semi-public facilities, such as schools, libraries, municipal facilities and private service providers, throughout the City to support the diverse and evolving needs of the people in the City.

**Supporting Action:** Carefully plan for a reasonable rate of growth that promotes a maximum use of existing facilities and minimizes the need for new facilities.

**Success Indicator**: Public and Semi-public uses should look to expand within their existing facilities.

**Findings of Fact:**

SPECIAL USE PERMIT AMENDMENT

Section 2-400 B General Standards for all special uses in the Unified Ordinance establishes standards for all special uses in Crystal Lake. Briefly, the criteria are as follows:

1. The use is necessary or desirable, at the proposed location, to provide a service or facility which will further the public convenience and general welfare.
   ☒ *Meets* ☐ *Does not meet*

2. The use will not be detrimental to area property values.
   ☒ *Meets* ☐ *Does not meet*

3. The use will comply with the zoning districts regulations.
   ☒ *Meets* ☐ *Does not meet*

4. The use will not negatively impact traffic circulation.
   ☒ *Meets* ☐ *Does not meet*

5. The use will not negatively impact public utilities or municipal service delivery systems. If required, the use will contribute financially to the upgrading of public utilities and municipal service delivery systems.
   ☒ *Meets* ☐ *Does not meet*

6. The use will not negatively impact the environment or be unsightly.
   ☒ *Meets* ☐ *Does not meet*

7. The use, where possible will preserve existing mature vegetation, and provide landscaping and architecture, which is aesthetically pleasing, compatible or complementary to surrounding properties and acceptable by community standards.
   ☒ *Meets* ☐ *Does not meet*

8. The use will meet requirements of all regulating governmental agencies.
   ☒ *Meets* ☐ *Does not meet*

9. The use will conform to any conditions approved as part of the issued Special Use Permit.
   ☒ *Meets* ☐ *Does not meet*

10. The use will conform to the regulations established for specific special uses, where applicable.
    ☒ *Meets* ☐ *Does not meet*

ZONING VARIATIONS

The petitioner is requesting Variations to allow: 1) a fleet maintenance garage building having a height of 65 feet, instead of the maximum allowed 25 feet; 2) a fence having a height of 9 feet,

instead of the maximum allowed six feet; 3) a hard surface coverage area of 87%, instead of the maximum allowed 65%; 4) minimum parking area light levels below the 0.25 foot-candle minimum; 5) a maximum-to-minimum light level ratio that exceeds the 12:1 maximum; and 6) a reduction in the 50-foot landscape buffer requirement between the abutting multifamily residential-zoned parcel.

The Unified Development Ordinance lists specific standards for the review and approval of a variation. The granting of a variation rests upon the applicant proving practical difficulty or hardship caused by the Ordinance requirements as they relate to the property. To be considered a zoning hardship, the specific zoning requirements; setbacks, lot width and lot area must create a unique situation on this property. It is the responsibility of the petitioner to prove hardship at the Planning and Zoning Commission public hearing.

Standards

When evidence in a specific case shows conclusively that literal enforcement of any provision of this Ordinance would result in a practical difficulty or particular hardship because:

a. The plight of the property owner is due to unique circumstances, such as, unusual surroundings or conditions of the property involved, or by reason of exceptional narrowness, shallowness or shape of a zoning lot, or because of unique topography, or underground conditions.

   ☒ *Meets* ☐ *Does not meet*

b. Also, that the variation, if granted, will not alter the essential character of the locality.

   ☒ *Meets* ☐ *Does not meet*

For the purposes of supplementing the above standards, the Commission may take into consideration the extent to which the following facts favorable to the application have been established by the evidence presented at the public hearing:

a. That the conditions upon which the application for variation is based would not be applicable generally to other property within the same zoning classification;

   ☒ *Meets* ☐ *Does not meet*

b. That the alleged difficulty or hardship has not been created by any person presently having interest in the property;

   ☒ *Meets* ☐ *Does not meet*

c. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or

   ☒ *Meets* ☐ *Does not meet*

d. That the proposed variation will not impair an adequate supply of light or air to adjacent property, will not unreasonably diminish or impair the property values of adjacent property, will not unreasonably increase congestion in the public streets, substantially increase the danger of fire or otherwise endanger public safety.

☒ *Meets* ☐ *Does not meet*

Where the evidence is not found to justify such conditions, that fact shall be reported to the City Council with a recommendation that the variation be denied.

**Recommended Conditions:**

If a motion to recommend approval of the petitioner's request is made, it should be with the following conditions:

1. Project plans shall be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
   A. Application/Narrative (Sidley Austin LLP, received 07/01/26)
   B. Site Plan (Wold, undated, received 07/09/26)
   C. Architectural Plans/Renderings (Wold, dated 6/24/26, received 07/09/26)
   D. Preliminary Engineering Plans (MeritCorp, dated 06/25/26, received 07/09/26)
   E. Preliminary Stormwater Report (MeritCorp, dated 06/25/26, received 07/09/26)
   F. Landscape Plan (Design Perspectives, dated 07/09/26, received 07/09/26)
   G. Lighting Plan (Unnamed, undated, received 07/09/26)

2. Work with Community Development Department staff to provide suitable evergreen planting that screens the EV chargers at the site's southwest corner from the right-of-way, if feasible.

3. Add a defined top to the parapet walls or propose another solution to meet the design standards for industrial buildings.

4. The petitioner shall address all of the review comments and requirements of the Engineering and Public Works Department, the Community Development Department, and the Fire Department.

# *City of Crystal Lake*
# *Development Application*

*Office Use Only*
*File #* _____

**Project Title: Crystal Lake Reporting Center Improvements**

***Action Requested***

| | |
|---|---|
| ___ **Annexation** | ___ **Preliminary PUD** |
| ___ **Comprehensive Plan Amendment** | ___ **Preliminary Plat of Subdivision** |
| ___ **Conceptual PUD Review** | ___ **Rezoning** |
| ___ **Final PUD** | ___ **Special Use Permit** |
| ___ **Final PUD Amendment** | _x_ **Variation** |
| ___ **Final Plat of Subdivision** | ___ **Other** |

***Petitioner Information***

**Name: Scott Saef, Attorney for Applicant**

**Address: Sidley Austin LLP, 1 South Dearborn Street, Chicago, IL 60603**

**Phone:** [redacted]

**Fax:** _____

**E-mail:** [redacted]

***Owner Information (if different)***

**Name: Rebecca Takacs**

**Address: 3 Lincoln Center, Oakbrook Terrace, IL 60181**

**Phone:** [redacted]

**Fax:** _____

**E-mail:** [redacted]

***Property Information***

**Project Description: Rehabilitation of public utility reporting center site, including as primary elements, (1) construction of a replacement fleet maintenance garage and demolition of the existing garage, (2) expansion of existing paving for utility vehicle parking, (3) repaving of the northern portion of the site used as an equipment depot with concrete instead of asphalt, (4) reconfiguring the western portion of the site anticipating the Route 31 widening, (5) addition of EV chargers, (6) addition of new outdoor lighting for safety and security, and (7) installation of substantial landscaping along the new utility vehicle parking area.**

**Project Address/Location: 5100 S Illinois Rte 31, Crystal Lake, IL 60014**_____

_____

_____

**PIN Number(s): 14-31-201-023; 14-34-201-014**

***Development Team***

Please include address, phone, fax and e-mail

**Developer: Commonwealth Edison Company, 3 Lincoln Center, Oakbrook Terrace, IL 60181, Phone:** [redacted] **Email:** [redacted]

**Architect: Wold Architects and Engineers, 220 North Smith Street, Suite 310, Palatine, IL 60067, Phone:** [redacted] **Email:** [redacted]

**Attorney: Scott Saef, Sidley Austin LLP, One South Dearborn Street, Chicago, IL 60603, Phone:** [redacted] **Email:** [redacted]

**Engineer: MeritCorp, LLC, 4222 Meridian Parkway, Suite 112, Aurora, IL 60504, Phone:** [redacted] **Email:** [redacted]

**Landscape Architect: Design Perspectives Inc., 1167 Hobson Mill Drive, Naperville, IL 60540, Phone:** [redacted] **Email:** [redacted]

**Planner: None.**

**Surveyor: MeritCorp, LLC, 4222 Meridian Parkway, Suite 112, Aurora, IL 60504., Phone:** [redacted] **Email:** [redacted]

**Other:**

***Signatures***

[redacted]

**Scott Saef** **7/1/2026**

**PETITIONER: Print and Sign name (*if different from owner*)** **Date**

**As owner of the property in question, I hereby authorize the seeking of the above requested action.**

**Rebecca Takacs** [redacted] **6/29/2026**

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**OWNER: Print and Sign name** **Date**

NOTE: If the property is held in trust, the trust officer must sign this petition as owner. In addition, the trust officer must provide a letter that names all beneficiaries of the trust.

# ComEd Proposed Crystal Lake Reporting Center Property Rehabilitation
# Project Narrative

## I. Executive Summary

For more than half a century, Commonwealth Edison Company ("ComEd") has maintained a strong presence in Crystal Lake, investing millions of dollars since the 1960's in a type of regional headquarters known as a "reporting center" (the "Center"). This Center, on a parcel of about 8.7 acres located at 5100 S Illinois Route 31 (the "Property"), is an employment center for electrical engineers and other professionals. With its associated equipment depot and other utility functions, the Center facilitates rapid electrical utility response for residents and businesses within Crystal Lake. As electrical distribution needs continue to grow through, among other drivers, increased commercial and residential electrification initiatives, ComEd's needs for efficiency and safety in its deployment of vehicles and equipment grow proportionally. For those reasons, among others (including increased obsolescence in exterior portions of the Center), ComEd proposes to re-invest in its Crystal Lake Center, with a rejuvenation investment of approximately $25 million.

The centerpiece of this re-investment is the construction of a replacement fleet maintenance garage (the "Replacement Garage") which is where the specialized utility vehicles used by ComEd throughout McHenry County and nearby areas for electrical work (the so-called "bucket trucks") are repaired, maintained, inspected and tested. The project also includes as primary elements the installation of certain additional paved area along the rear lot line to replace on-site utility vehicle parking occupied by the footprint of the Replacement Garage, the replacement of an asphalt surface used at an existing equipment depot with concrete (for safety and longevity), the reconfiguration of employee parking and driveways on the western portion of the Property to anticipate IDOT's planned widening of Route 31, an update to the Center's outdoor lighting (again for safety and security), and the addition of twelve electric vehicle chargers to the Center, part of ComEd's own corporate electrification initiative. Collectively, the various elements of the rejuvenation at the Center within the City of Crystal Lake (the "City") are referred to herein as the "Project."

## II. Proposed Replacement Garage

ComEd proposes to construct its Replacement Garage, a structure accessory to the Center, in the southeastern portion of the Property. The existing fleet maintenance garage is situated in this same area today, but along the southern property line (the existing garage will be demolished upon completion of the Replacement Garage). ComEd's investment in the Replacement Garage and the related expanded utility vehicle parking spaces along the rear lot line serves to improve utility crew response times while also allowing the Center to serve as a regional hub for emergency crews in the event of an outage.

As is the case today, the Replacement Garage, proposed to house approximately 22,000 square feet of space, will be used by ComEd employees assigned primarily to fleet maintenance functions at the Center. These workers perform fleet maintenance in two shifts, with one additional employee staffed overnight if needed during severe weather.

The existing fleet maintenance garage's 31-foot height as measured at the roof peak (a single story functionally) and small footprint limits the number of vehicles which can be serviced concurrently by ComEd engineers. The single-story design also creates safety issues given that it is difficult to operate cranes and forklifts and the other equipment necessary for lifting the heavy machinery and parts used to repair the utility vehicles. Further, the limited height of the existing garage means that the mandatory testing and certification of the vehicle "booms", a critical feature of each utility vehicle, must be conducted outside, which is challenging in the elements. And fewer utility vehicles can be housed out of the elements for rapid deployment in the event of inclement weather, requiring ComEd today to request utilization of garage space from the City itself to be able to position itself in advance of forecasted severe weather events such as anticipated heavy snow.

The Replacement Garage has been specifically designed to ameliorate these problems. With eight primary vehicle bays and two additional vehicle bays for vehicle washing, the Replacement Garage has substantially more capacity for maintenance and testing work regardless of outside weather conditions. The vehicle bays open to a 50'-tall clear space (with a total building height of 59 feet), allowing overhead bridge cranes to safely raise and lower tools and equipment machinery and also allowing for full boom arm extensions during testing and certification. The two dedicated wash bays can be redeployed if needed for even greater maintenance capacity during periods of high maintenance demand. This means the Replacement Garage enables engineers and mechanics to perform maintenance, inspection and testing on up to ten utility vehicles concurrently (2 per bay). In addition to the 10 vehicle bays, the Replacement Garage will hold employee offices and locker rooms (moving them to a permanent roofed facility in lieu of the trailer facilities used today), parts and tire depots and related accessory equipment storage.

The City will see strong benefits from the Replacement Garage, with more efficient maintenance leading to increased readily available vehicles for community power upgrades and restoration work during an outage. Importantly too, this increased capacity through the Replacement Garage will allow the Center to serve as a hub for emergency response crews in the region in the event of an outage. Currently, the nearest ComEd fleet garages are in Libertyville, Elgin and Highland Park, which are lengthy drives from Crystal Lake specifically and McHenry County generally. With the expanded capacity offered by the Replacement Garage, Crystal Lake customers are well-positioned to receive rapid emergency services in the event of a widespread outage since the utility vehicles necessary for electrical repairs are already situated within the community. The Replacement Garage will also support the utility vehicle needs of existing reporting centers in Harvard and Woodstock while focusing ComEd's re-investment dollars within the City.

The Replacement Garage will be constructed using brick and concrete materials in the lower portion of each elevation, with metal panels and aluminum windows for visual rhythm in the upper portions.

## III. Additional Investments at the Center and within the Property

As noted earlier, the rejuvenation effort includes a series of components in addition to the Replacement Garage. These components include:

● Installation of additional paved area in the eastern portion of the Property for utility vehicle parking, in part to replace spaces which are taken over by or situated in the vicinity of the Replacement Garage's footprint. There are 17 additional trailer spaces planned (each approximately 30' x 12') and 16 additional truck spaces planned (each approximately 50' x 12'). Overall, utility vehicle parking spaces will increase by 2, from 77 to 79 spaces.

● Repaving of the north equipment depot area with concrete (from asphalt) and installation of a pedestrian walkway from this depot area to the Center office building for improved employee safety.

● Reconfiguration of the western employee parking lot and front (western) driveway to provide consistency with IDOT's widening plans for Route 31. As part of this widening, the two curb-cuts along Route 31 will be narrowed (from 40 feet to about 29 feet at the north curb cut and from 34 feet to about 26 feet at the south curb cut). Further, as part of the employee lot reconfiguration, a fenced area on the east side of the employee parking lot used currently for equipment storage will be returned to an employee parking use. Upon completion of the rejuvenation, the number of employee spaces will be reduced from 135 to 87 (of which 4 will be accessible). The 87-space employee parking supply should be more than enough to accommodate the Center's peak shift of approximately 60 employees.

● Installation of twelve additional EV chargers to support ComEd's increasing electrification of its vehicle fleet. These include 4 new pedestal-mounted dual-port EV chargers along the southwestern line of the secured utility vehicle parking area and 6 new plug-in single-port EV chargers connecting to wall outlets along the exterior of the office building. Two additional EV chargers will be placed on the east side of the Replacement Garage. Upgraded electrical infrastructure will serve the EV charging and outdoor lighting improvements.

● Upgrading of exterior lighting throughout the Property for increased employee safety. The upgraded lighting will remain in substantial compliance with the City's outdoor lighting requirements. Minor variations will be requested for the few criteria which cannot be complied with primarily due to the avoidance of conflicts between new lighting equipment and the on-site transmission structures.

● Additional of substantial landscaping along the outer edge of the new utility vehicle parking area (with 15 trees and 186 shrubs). The new landscaping will provide, in part through the installation of 7 white pine trees which will grow to 50 feet tall and 99 arborvitae shrubs which will grow to 15 feet tall, substantial year-round screening. The project also includes underground stormwater detention and low-height retaining walls supporting the new eastern impervious area. A new 9'-tall black palisade fence will be installed along the outer edge of the new parking area replacing the chain-link plus barbed wire and/or razor-wire fence which exists today along the Center's eastern edge and also measures 9 feet total in height.[1]

[1] Preliminary engineering documents have been submitted for the Replacement Garage, new eastern utility vehicle parking and north equipment depot repaving portions of the Project. Engineering materials, if needed, related to the reconfiguration of the western portion of the employee parking lot, the addition of the EV chargers, the addition of

Construction commencement is anticipated not later than fall 2026 with completion of the Replacement Garage by late 2027 and full Project completion by late 2028.

## IV. Use Discussion and Requested Zoning Variations

The Property's principal use, the Center, is professional office, a permitted use within the applicable M-L zoning district. The Center's primary building is the regional headquarters in the western sector of the Property comprising approximately 15,000 square feet of office space and accommodating a peak shift of about 60 utility workers (assigned to overhead distribution, underground distribution, substation, fleet maintenance and equipment depot teams). Accessory uses at the Property include the fleet garage, the equipment depots supporting the Center, the electric vehicle charging stations and off-street parking.

For purposes of the Project, ComEd requests the following variations from the provisions of the Unified Development Ordinance ("UDO"):

- A variation to permit the Replacement Garage, an accessory structure, to be constructed with a building height of 59 feet tall (plus a 6-foot parapet);

- A variation allowing an impervious surface coverage of 87% at the Property (the existing impervious surface coverage already exceeds the 65% maximum and the IDOT roadway widening has already increased this percentage through IDOT's acquisition of a portion of the Property);

- A variation, if needed, to allow a variable height retaining wall of not more than 5 feet in height to be placed within 20 feet of the rear lot line; and

- Variations of the following provisions of the Outdoor Lighting Ordinance to allow the following aspects of the proposed outdoor lighting plan:

    - 4-800-D-3-c: Certain bollards at the outdoor stair/walkway connecting the Center to the north equipment depot have illuminated lenses to place light on pedestrians and mark the crosswalk as opposed to directing all emitted light at or below the horizontal. This lighting design on the bollards is necessary for visual safety.

    - Table 4-800-D(1): Certain portions of the utility or employee parking areas may have minimum light levels of less than 0.25 fc due to physical restrictions tied to overhead transmission lines and yard storage configurations. None of these parking areas are available for use by the public.

    - Table 4-800-D(1): Certain areas of the parking areas and right-of-way entrances may not be able to meet the maximum-to-minimum light level ratio of 12:1 due to gaps from overhead transmission lines.

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the walkway from the Center to the north equipment depot and the new outdoor lighting will be submitted as one or more future engineering phases.

In addition to these variance requests, ComEd requests the following variations (and potentially others) only if determined necessary by staff:

- Relief from the need to add landscaping around the foundation of the Replacement Garage, given the conflict between these plantings and safe utility vehicle operations;

- Relief from the need to plant evergreen trees near the new electric vehicle chargers given the proximity of the chargers to Route 31 and the potential for curb cut sight line issues; and

- Relief from the requirement to add screening along the lot line abutting the residential use to the northeast given the substantial existing vegetation in between the attached townhomes and the Center along with the dense evergreen plantings depicted in the Landscape Plan.

**CRYSTAL LAKE PLANNING AND ZONING COMMISSION**
**WEDNESDAY, AUGUST 19, 2026**
**HELD AT THE CRYSTAL LAKE CITY COUNCIL CHAMBERS**

**2026-129 – 5100 ROUTE 31 – COMED – SPECIAL USE PERMIT AMENDMENT AND VARIATIONS**

Special Use Permit Amendment to construct a maintenance facility with variations for building height, hard surface coverage, lighting levels, fence height and the required landscape buffer.

Aubrey Wall, ComEd External Affairs Manager introduced the project team. Scott Saef, Zoning Counsel, presented the proposal for improvements to ComEd's existing reporting center. He stated that the facility has operated at this location for more than 60 years and serves as a key regional headquarters and employment center for electrical engineers and other professionals. Due to growth in electrical distribution needs and increased electrification, ComEd is seeking to modernize the facility.

Mr. Saef reviewed the existing site plan. The property is located on the west side of Route 31, is zoned M-L, and consists of approximately 8.7 acres within the City. The existing single-story fleet maintenance garage is approximately 31 feet in height and can accommodate only two vehicles at a time. He explained that the existing facility creates operational challenges, particularly when servicing larger equipment and vehicles with cranes and boom arms. Some maintenance and testing activities currently occur outdoors, which can be affected by humidity and inclement weather. The existing exterior lighting also requires upgrades for safety, and ComEd proposes replacing asphalt areas with concrete to provide greater stability for heavy equipment.
Mr. Saef reviewed the proposed site improvements, including replacement of the fleet maintenance garage, additional paving along the east side of the property for utility vehicles, new landscaping, reconfiguration of the employee parking lot, installation of additional electric vehicle charging stations, and upgraded outdoor lighting. Two EV chargers currently exist, and four additional chargers are proposed in the southwest portion of the site, where the necessary wiring is already available.

The replacement fleet maintenance garage would contain eight primary vehicle maintenance bays and two additional vehicle washing/service bays. The building would provide approximately 50 feet of clear height to allow truck boom arms to be fully extended indoors for required monthly testing and certification. The facility would also provide additional employee and storage areas, replacing temporary facilities currently used for employee locker rooms. Mr. Saef noted that the nearest comparable ComEd fleet garages are in Libertyville, Highland Park, Elgin, and Mount Prospect.

Ben Bircher, Wold Architects, reviewed the proposed floor plan. The facility would contain eight regular maintenance bays used daily, served by four garage doors. Employee functions would be centralized between the two sets of bays and would include managers' offices, restrooms, utility areas, and parts and tool storage. A stairwell would provide access to the basement, which would contain employee locker rooms and mechanical and electrical rooms. A break room and changing area would be located above,

along with an open mezzanine for tire storage. Two additional maintenance bays would be located at the opposite end of the building, with an additional mezzanine for electrical equipment.

Mr. Bircher reviewed the proposed exterior elevations. The lower approximately 20 feet of the building would consist of brick masonry, transitioning above to interlocking flat panels. Two panel colors are proposed to help break up the building mass. The east maintenance bay would incorporate glass block. In response to staff comments regarding building design, the applicant indicated a willingness to work with staff to incorporate a shadow line or other architectural treatment along the parapet walls.

Todd Stanton, Design Perspectives, Landscape Architect, reviewed the proposed landscaping plan. He explained that the parking lot landscape was designed to provide a variety of screening materials. Landscaping opportunities on the northern portion of the property are limited by overhead power lines, while the southern portion allows for a greater diversity of plant material. The plan includes evergreen trees, ornamental trees, and arborvitae to provide dense screening while maintaining appropriate clearances from utility infrastructure. Proposed plantings include Autumn Brilliance serviceberry and Jane magnolia, among other species that provide seasonal flowering and fall color.

Mr. Stanton also noted the existing vegetation between the ComEd and Nicor properties, which currently provides dense undergrowth and screening. He explained that the primary challenge in developing the landscape plan was balancing screening needs with height and safety restrictions associated with the overhead power lines.

Mr. Saef reviewed the standards for the requested special use permit amendment and variations. He stated that ComEd has a regulatory obligation to respond to electrical outages as quickly as possible and that an efficient, modern fleet garage and equipment depot is necessary to support those responsibilities. A low retaining wall is proposed within the 25-foot yard setback to address an existing grade change, and a nine-foot fence is requested for security purposes. He stated that the proposed improvements would not alter the essential character of the area and noted that other buildings within Crystal Lake exceed typical height limitations where additional height is necessary for their function.

Mr. Saef stated that ComEd is the only permitted electrical distributor serving the region and that the hardship was not self-created. Mr. Saef stated that the improvements are necessary at this location to provide a facility that supports public convenience and general welfare. He stated that the proposal would modernize the existing facility while remaining generally consistent with the Zoning Ordinance. No negative environmental impacts or increases in truck traffic are anticipated. Construction is anticipated to begin in fall 2027 and be completed in 2028.

Mr. Gronow turned the matter over to staff.

Mr. Moore identified six required variations, including variations related to building height, fence height, and hard surface coverage. Proposed hard surface coverage is approximately 87 percent compared with the maximum 65 percent, noting final approval will be subject to final Engineering review and that the property is already substantially above the current maximum coverage. Mr. Moore also described how the areas of the property that would fall below minimum lighting standards are not open to the general public and limited by the overhead power lines. Staff discussed the landscape buffer along the northeast portion of the property adjacent to residential development. The proposed landscape area is approximately 40 feet

from the property line, with an additional approximately 33 feet between the property line and the edge of the multifamily development. Existing vegetation provides some level of screening in this area but is not on the subject property and, therefore, is not under ComEd's control.

Mr. Moore reviewed the recommended conditions of approval and discussed comparable taller structures within the community. Examples included the Raue Center, which is approximately 72 feet at its highest point based on Google Earth measurements, and the Enclave development, which is approximately 50 to 52 feet in height.

Mr. Gronow opened the public hearing for public comment. There being no public comment, the public comment portion of the hearing was closed.

Ms. Repholz asked whether any of ComEd's similar facilities in Libertyville, Highland Park, Elgin, or Mount Prospect contained 60-foot garages. Mr. Saef stated that they did not and explained that the proposed Crystal Lake facility would serve as a prototype that could eventually be implemented at other ComEd facilities.

Ms. Repholz asked whether trucks from more distant service areas would be brought to Crystal Lake for maintenance following the improvements. Mr. Saef stated that the facility would continue to serve the same geographic area that it serves today. Ms. Repholz commented that the facility represents a unique use and expressed appreciation for the consideration given to the nearby residential development.

Ms. Dzielski asked about the proposed hard surface coverage and whether the existing nonconformity was attributable to property impacts associated with the Route 31 widening project. Mr. Saef stated that the property was already above the 65 percent maximum prior to the IDOT project, with coverage in the 80-percent range. The IDOT improvements increased coverage to approximately 83 percent, and the proposed project would increase it to approximately 87 percent.

Ms. Mason asked about lighting along the side of the property near the residential development. Mr. Saef stated that several lights are located on the west side of the property, but that foot-candle levels near the residential area are generally close to zero.

Ms. Camacho had no questions or comments.

Mr. Parikh stated that he had received notice as an adjacent property owner and noted this for the record and that it would not affect his impartiality. He expressed concern regarding the Route 31 widening project and potential traffic impacts. He asked whether ingress and egress had been considered. Mr. Saef stated that no increase in truck traffic is anticipated and that the project has been coordinated with the planned IDOT improvements. The Route 31 widening project was taken into consideration during site planning.

Mr. Parikh asked whether the proposed exterior lighting would be directed upward. Mr. Saef stated that it would not. Lighting would primarily be located above garage doors and along the lower portion of the building at heights below approximately 20 feet.

Mr. Parikh also asked whether the improvements would result in additional noise. Mr. Saef stated that additional noise is not anticipated and that the project may reduce exterior noise because vehicle testing and certification activities that currently occur outdoors would be moved inside the building.

Mr. Gronow asked how the increase in maintenance bays would not result in additional truck traffic. David Williams explained that the purpose of the additional bays is to reduce the amount of time each existing vehicle remains in the maintenance facility rather than increase the number of vehicles using the site. Vehicles would be serviced more efficiently, but the overall volume is expected to remain the same.

Mr. Gronow asked about the size of the existing maintenance building. Mr. Saef stated that the existing building is approximately 31 feet high at the peak of the roof and approximately 4,000 square feet in area. Mr. Gronow expressed concern regarding the landscape buffer adjacent to the residential development and asked whether it could be increased. Mr. Saef stated that the buffer was made as wide as reasonably possible given site constraints, including grade changes along the east side of the property. Mr. Stanson added that the site contains several constraints and that the landscape design focuses screening efforts along the northern portion adjacent to the residential area. Taller plant materials are proposed in this area. He stated that the landscape plan could be adjusted further based on the applicant's needs and staff direction.

Mr. Gronow asked whether the applicant agreed with staff's recommended conditions. Mr. Saef confirmed that the applicant agreed with the recommended conditions.

Ms. Repholz made a motion to approve the request as presented, with the following conditions:

1. Project plans shall be consistent with the information and testimony provided by the petitioner in the hearing and the following provided documents:
    A. Application/Narrative (Sidley Austin LLP, received 07/01/26)
    B. Site Plan (Wold, undated, received 07/09/26)
    C. Architectural Plans/Renderings (Wold, dated 5/24/26, received 07/01/26)
    D. Preliminary Engineering Plans (MeritCorp, dated 06/25/26, received 07/09/26)
    E. Preliminary Stormwater Report (MeritCorp, dated 06/25/26, received 07/09)
    F. Landscape Plan (Design Perspectives, dated 07/09/26, received 07/09/26)
    G. Lighting Plan (Unnamed, undated, received 07/09/26)

2. Work with Community Development Department staff to provide suitable evergreen planting that screens the EV chargers at the site's southwest corner from the right-of-way, if feasible.

3. Add a defined top to the parapet walls or propose another solution to meet the design standards for industrial buildings.

4. The petitioner shall address all of the review comments and requirements of the Engineering and Public Works Department, the Community Development Department, and the Fire Department.

Ms. Mason seconded the motion. On roll call, Members Gronow, Mason, Repholz, Camacho, Parikh and Dzielski voted yes. The motion passed unanimously 6-0.

# ZONING DATA TABLE

ZONING: M-L MANUFACTURING LIMITED DISTRICT

REQUIRED BUILDING SETBACKS:
- FRONT YARD 30'
- SIDE YARD 12'
- REAR YARD 20'

PROPOSED REPLACEMENT FLEET MAINTENANCE GARAGE HEIGHT: 59'-0" (65'-0" TO HIGHEST POINT OF PARAPET)

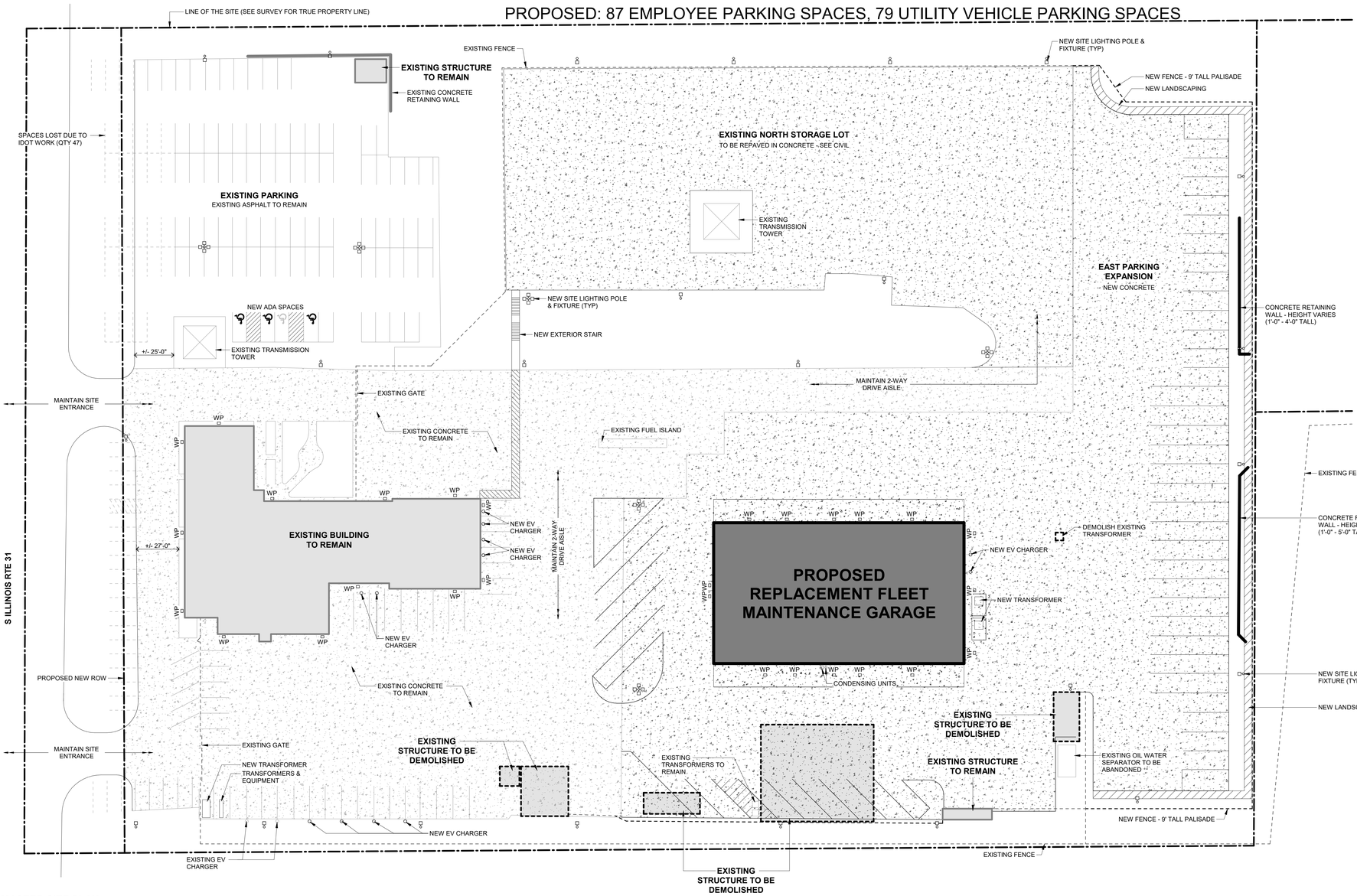
ZONING PARCEL SIZE: 380,926 SF (8.74 ACRES)

IMPERVIOUS COVERAGE: 87%

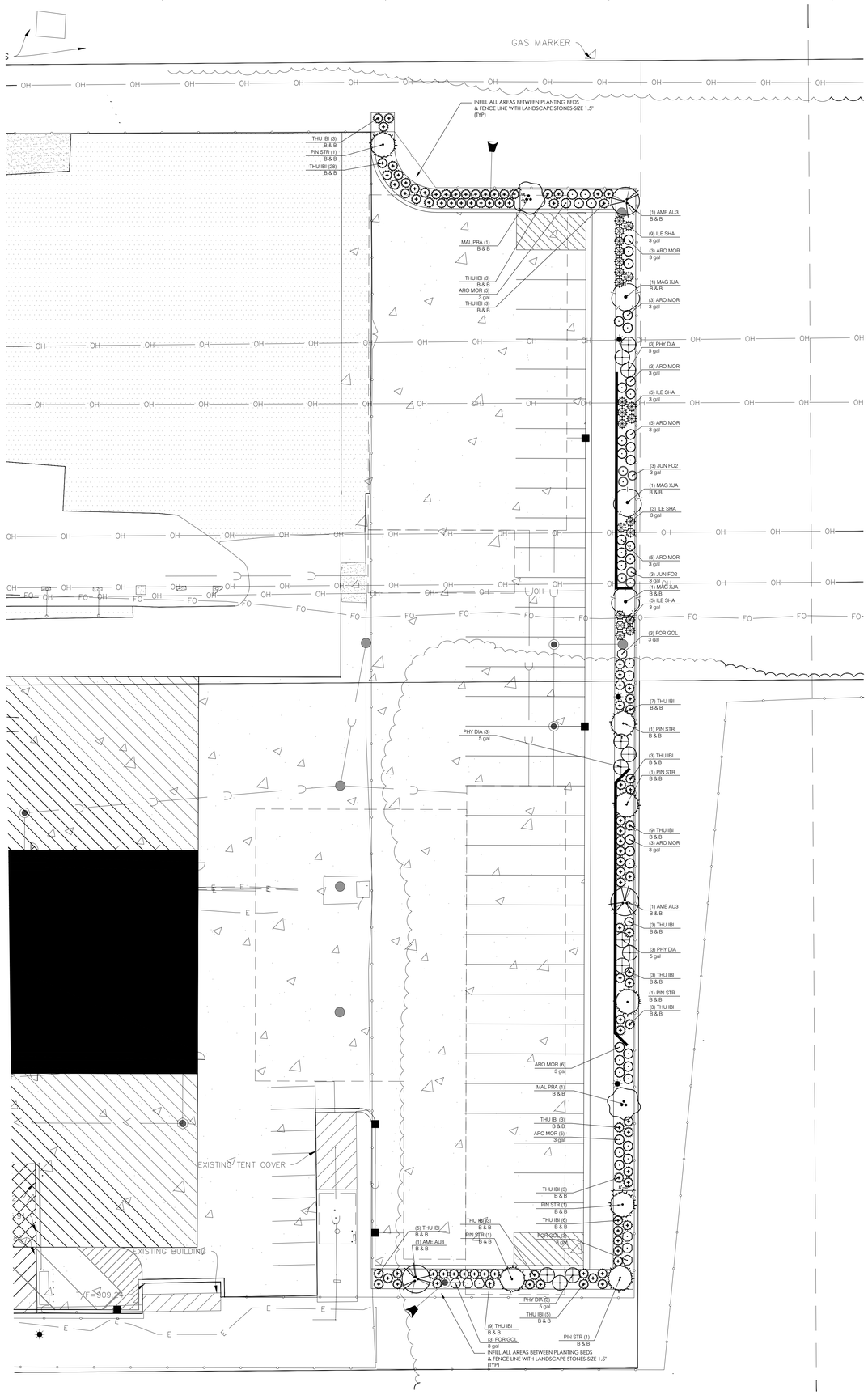
BUILDING COVERAGE: 7.9% (MAX 50%)

EXISTING: 135 EMPLOYEE PARKING SPACES, 77 UTILITY VEHICLE PARKING SPACES

PROPOSED: 87 EMPLOYEE PARKING SPACES, 79 UTILITY VEHICLE PARKING SPACES




1 **MASTER SITE PLAN**
1" = 30'-0"
0




## PLANT SCHEDULE

| CODE | BOTANICAL / COMMON NAME | CONT | INSTALL SIZE | MATURE HEIGHT | QTY | REMARKS |
|---|---|---|---|---|---|---|
| **TREES** | | | | | | |
| AME AU3 | Amelanchier canadensis `Autumn Brilliance` / Autumn Brilliance Serviceberry | B & B | 8` H. | 15` H. | 3 | |
| MAG XJA | Magnolia x `Jane` / Jane Magnolia | B & B | 4` H. | 10` H. | 3 | |
| MAL PRA | Malus x `Prairifire` / Prairifire Crab Apple | B & B | 8` H. | 15` H. | 2 | |
| PIN STR | Pinus strobus / White Pine | B & B | 6` H. | 50` H. | 7 | |
| **SHRUBS** | | | | | | |
| ARO MOR | Aronia melanocarpa `Morton` TM / Iroquis Beauty Black Chokeberry | 3 gal | 18" H. | 4` H. | 38 | |
| FOR GOL | Forsythia x `Northern Gold` / Northern Gold Forsythia | 3 gal | 18" H. | 6` H. | 9 | |
| ILE SHA | Ilex glabra `Shamrock` / Inkberry | 3 gal | 18" H. | 5` H. | 22 | |
| JUN FO2 | Juniperus chinensis `Sea Green` / Sea Green Juniper | 3 gal | 18" H. | 6` H. | 6 | |
| PHY DIA | Physocarpus opulifolius `Monlo` TM / Diabolo Purple Ninebark | 5 gal | 4` H | 8` H. | 12 | |
| THU IBI | Thuja x plicata 'Junior Giant' / Junior Green Giant Arborvitae | B & B | 6` H. | 15` H. | 99 | |

**Crystal Lake Fleet Maintenance Garage**

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**ComEd**
2 Lincoln Center
Oakbrook Terrace, Illinois 60181


WOLD ARCHITECTS AND ENGINEERS
220 North Smith Street, Suite 310
Palatine, Illinois 60067
woldae.com | 847 241 6100


REGISTERED LANDSCAPE ARCHITECT
Tod J. Stanton
157-001070
STATE OF ILLINOIS


DesignPerspectives INC.
Grounded in Creativity
1167 Hobson Mill Drive
Naperville, Illinois 60540
Telephone: (630) 606-0776
www.design-perspectives.net


I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed **LANDSCAPE ARCHITECT** under the laws of the State of **ILLINOIS**

**Trod J. Stanton**
License Number: **157.001070** Date: **8/31/27**

| Revisions | | |
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| Description | Date | Num |
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Comm: **253095**
Date: **JULY 9, 2026**
Drawn: **TS**
Check: **TS**

North

# LANDSCAPE PLAN

0 40 80 120
Scale: SCALE: 1" = 20'

**NOT FOR CONSTRUCTION**

# LP-100

IL



A

ISSUE FOR BID

# Crystal Lake Fleet Maintenance Garage

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Crystal Lake, Illinois 60014

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3 Lincoln Center
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STATE OF ILLINOIS PROFESSIONAL DESIGN FIRM NO. 184001706-001

EXPIRES 04/30/2027


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**MATTHEW J. BICKEL**
License Number: **001-020883** Date **06/24/26**

| Revisions | | |
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Date: **06/24/26**
Drawn: **MM**
Check: **TC**

North

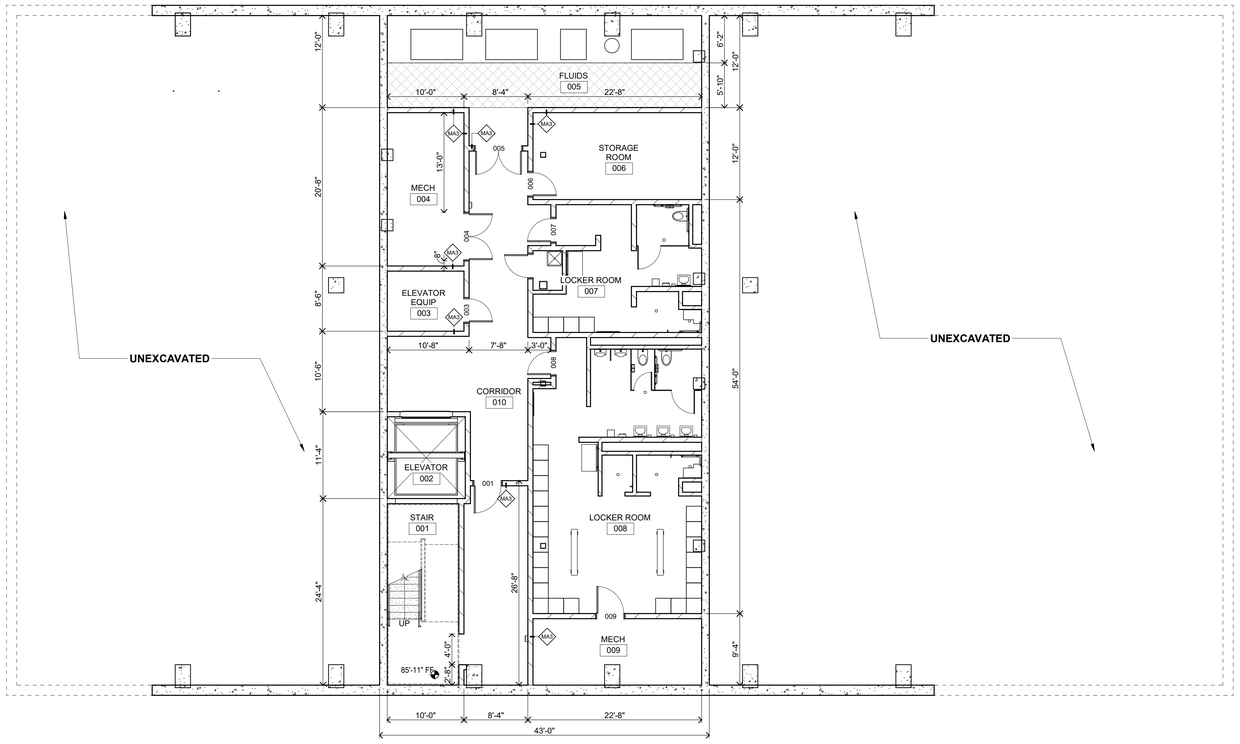
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Scale:

A1


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F1 **CITY SUBMISSION FLOOR PLAN - LOWER LEVEL**
1/8" = 1'-0"

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# Crystal Lake Fleet Maintenance Garage

5100 South Illinois Route 31
Crystal Lake, Illinois 60014

**ComEd**
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| Revisions | | |
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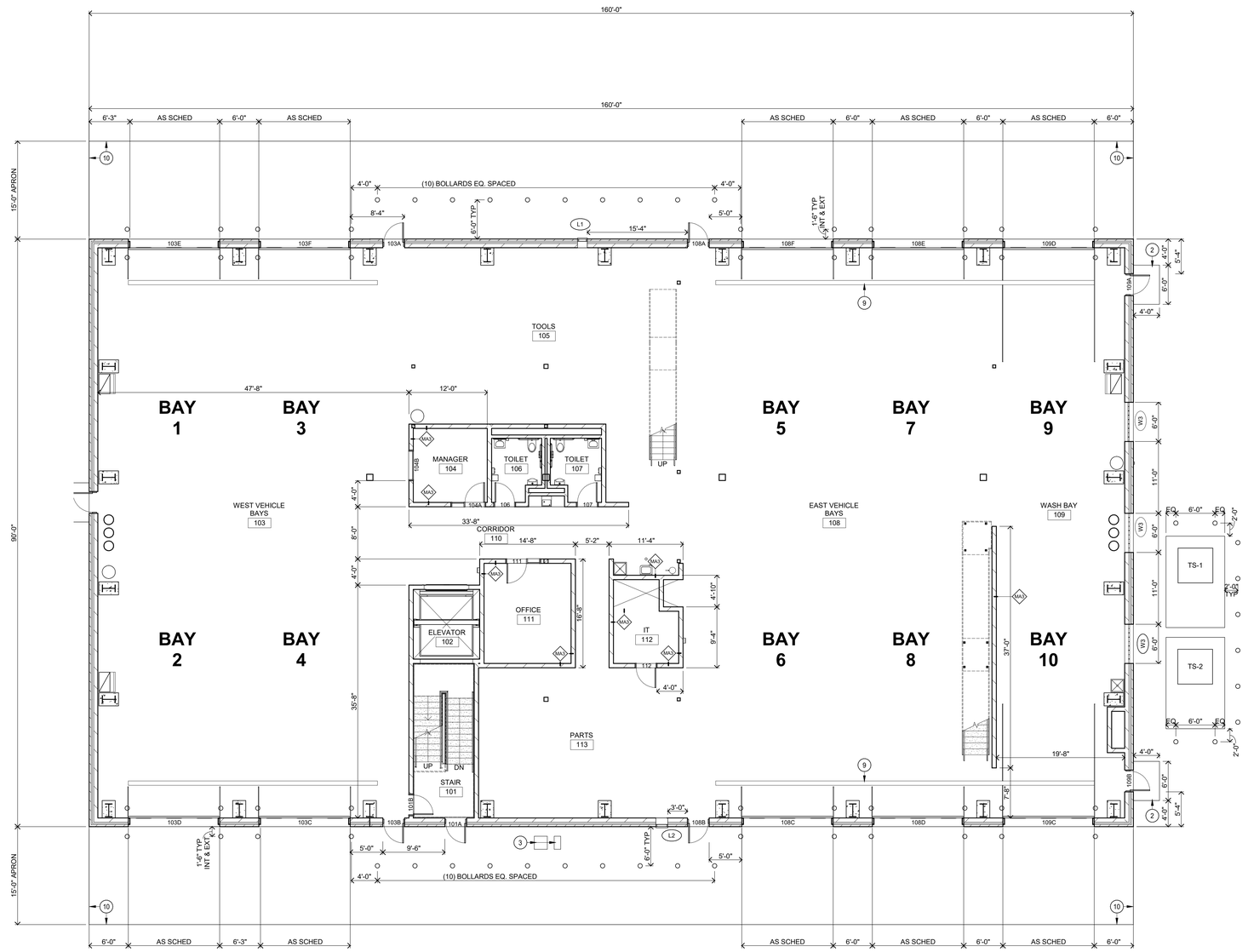
North

## FLOOR PLAN - LOWER LEVEL

Scale: **1/8" = 1'-0"**

**ISSUE FOR BID**

**A2**




F1 **CITY SUBMISSION FLOOR PLAN - MAIN LEVEL**
1/8" = 1'-0"

0

**IL**

**A**

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Crystal Lake, Illinois 60014

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| Revisions | | |
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| Description | Date | Num |
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Comm: **253095**
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North

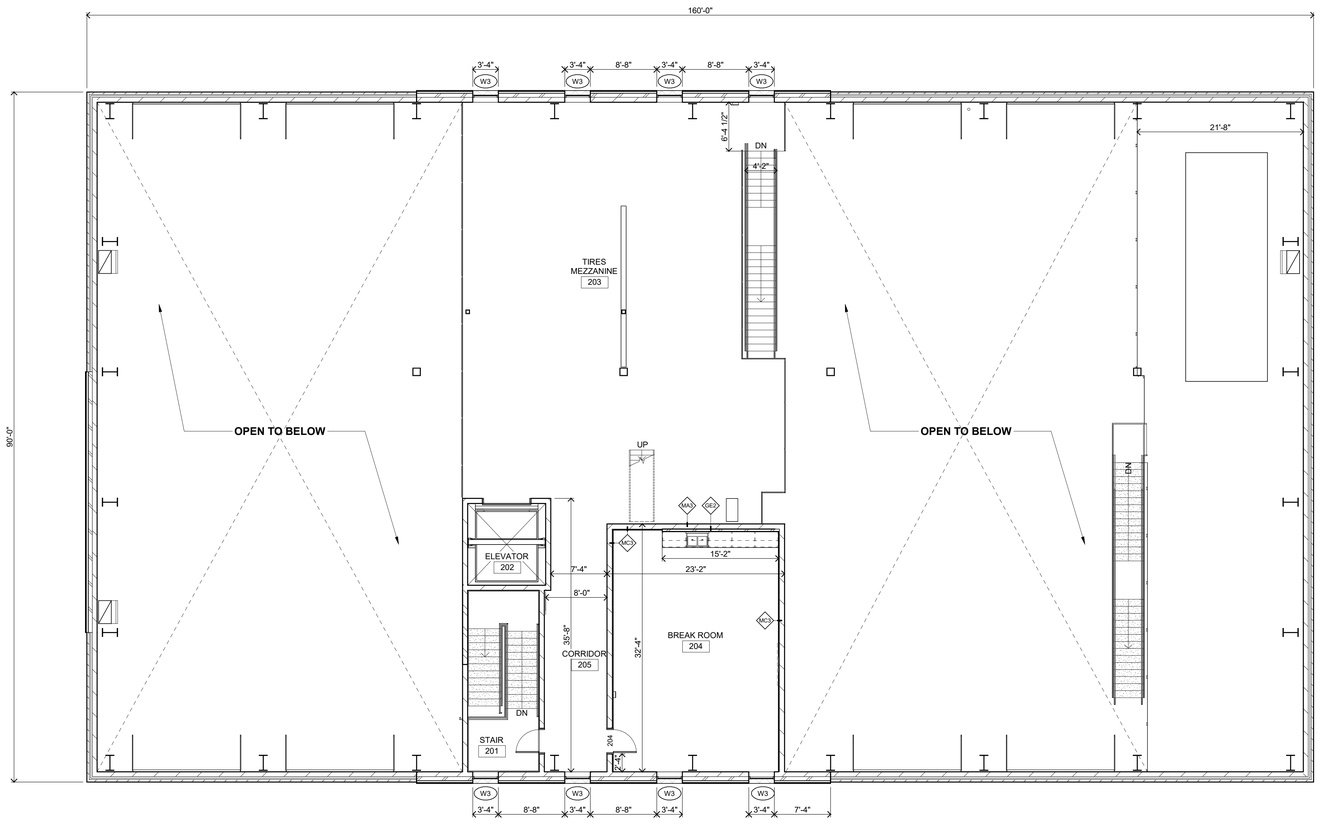
## FLOOR PLAN - MAIN LEVEL

Scale: **1/8" = 1'-0"**

**ISSUE FOR BID**

**A3**

IL




F1 **CITY SUBMISSION FLOOR PLAN - UPPER LEVEL**
1/8" = 1'-0"
0

A

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# Crystal Lake Fleet Maintenance Garage

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| Revisions | | |
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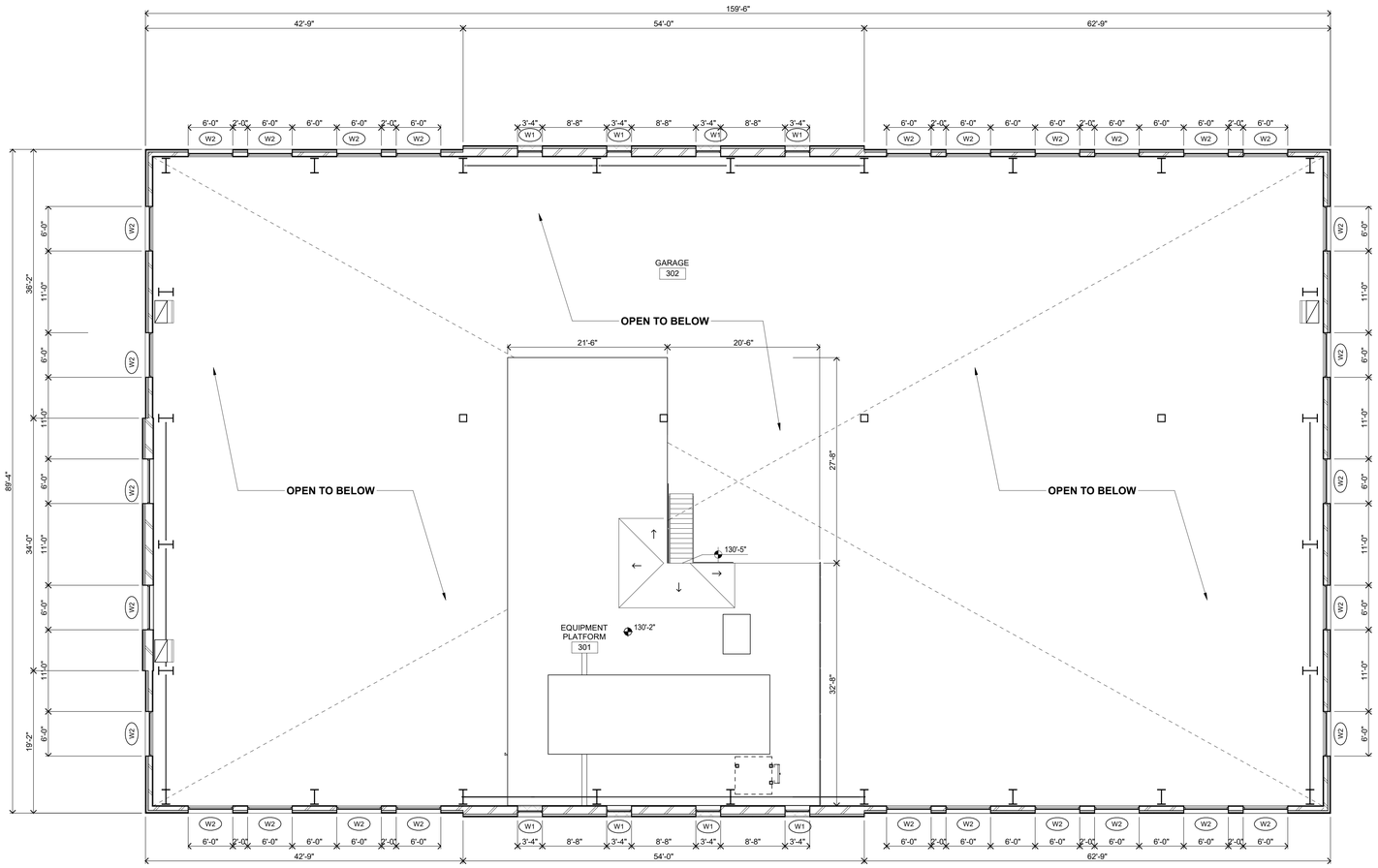
North

# FLOOR PLAN - UPPER LEVEL

Scale: **1/8" = 1'-0"**

**ISSUE FOR BID**

**A4**




F1 CITY SUBMISSION FLOOR PLAN - CLERESTORY
1/8" = 1'-0"

**Crystal Lake Fleet Maintenance Garage**
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| Revisions | | |
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| Description | Date | Num |
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Comm: **253095**
Date: **06/24/26**
Drawn: **MM**
Check: **TC**
North

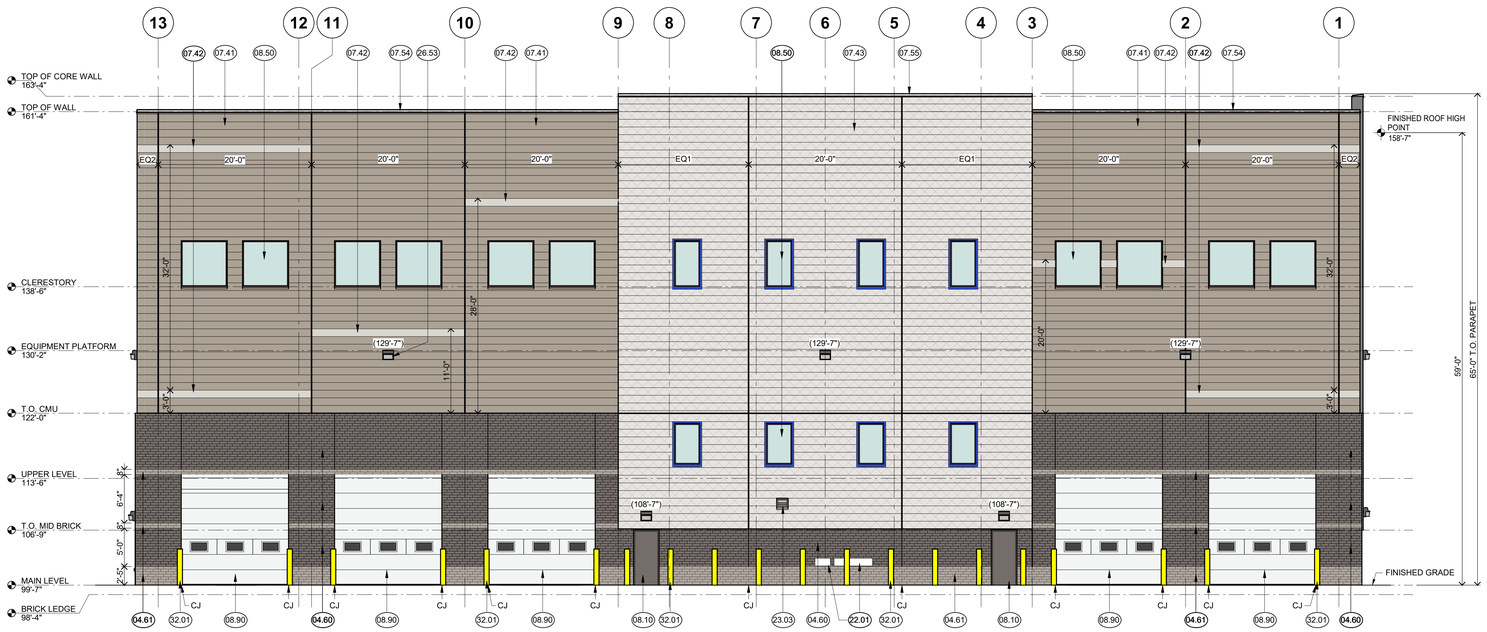
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Scale: **1/8" = 1'-0"**

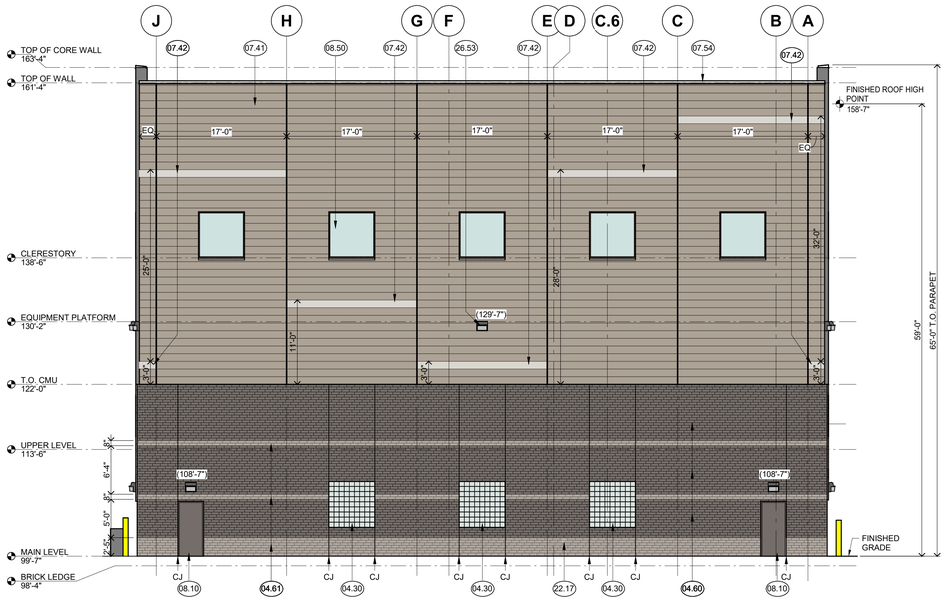
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**D1** **NORTH ELEVATION-**
1/8" = 1'-0"
0




**F1** **EAST ELEVATION-**
1/8" = 1'-0"
0

## EXTERIOR ELEVATION GENERAL NOTES

1. REFER TO ELECTRICAL FOR EXTERIOR WALL LIGHTING TYPES. MOUNTING ELEVATIONS ARE INDICATED ON THE EXTERIOR ELEVATIONS IN PARENTHESIS ABOVE THE LIGHTING DEVICE.
2. SEE OPENING TYPES SHEET FOR WINDOW, DOOR, AND LOUVER SIZES.
3. SEE DOOR/OPENING SCHEDULE ON FLOOR PLAN SHEETS.

| MATERIALS KEY | |
|---|---|
| KEY | MATERIAL |
| 04.30 | GLASS BLOCK ASSEMBLY |
| 04.60 | BRK-1 BRICK VENEER (FIELD COLOR) |
| 04.61 | BRK-2 BRICK VENEER (ACCENT COLOR) |
| 07.41 | MP-1 METAL PANEL SIDING - FLUSH |
| 07.42 | MP-2 METAL PANEL SIDING - FLUSH |
| 07.43 | MP-3 METAL PANEL SIDING - REVEAL |
| 07.54 | PRE-FINISHED METAL COPING (COLOR TO MATCH MP-1) |
| 07.55 | PRE-FINISHED METAL COPING (COLOR TO MATCH MP-3) |
| 08.10 | EXTERIOR GALVANIZED H.M. DOOR AND FRAME |
| 08.50 | FIXED ALUMINUM WINDOW |
| 08.90 | OVERHEAD DOOR |
| 22.01 | FLUID PORT BOX - SEE MECH |
| 22.17 | DOWNSPOUT NOZZLE - SEE MECH |
| 23.03 | PREFINISHED WALL LOUVER |
| 26.53 | WALL-MOUNTED LIGHT FIXTURE - SEE ELEC |
| 32.01 | BOLLARD |

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| Revisions | | |
|---|---|---|
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Comm: **253095**
Date: **06/24/26**
Drawn: **MG**
Check: **BB**

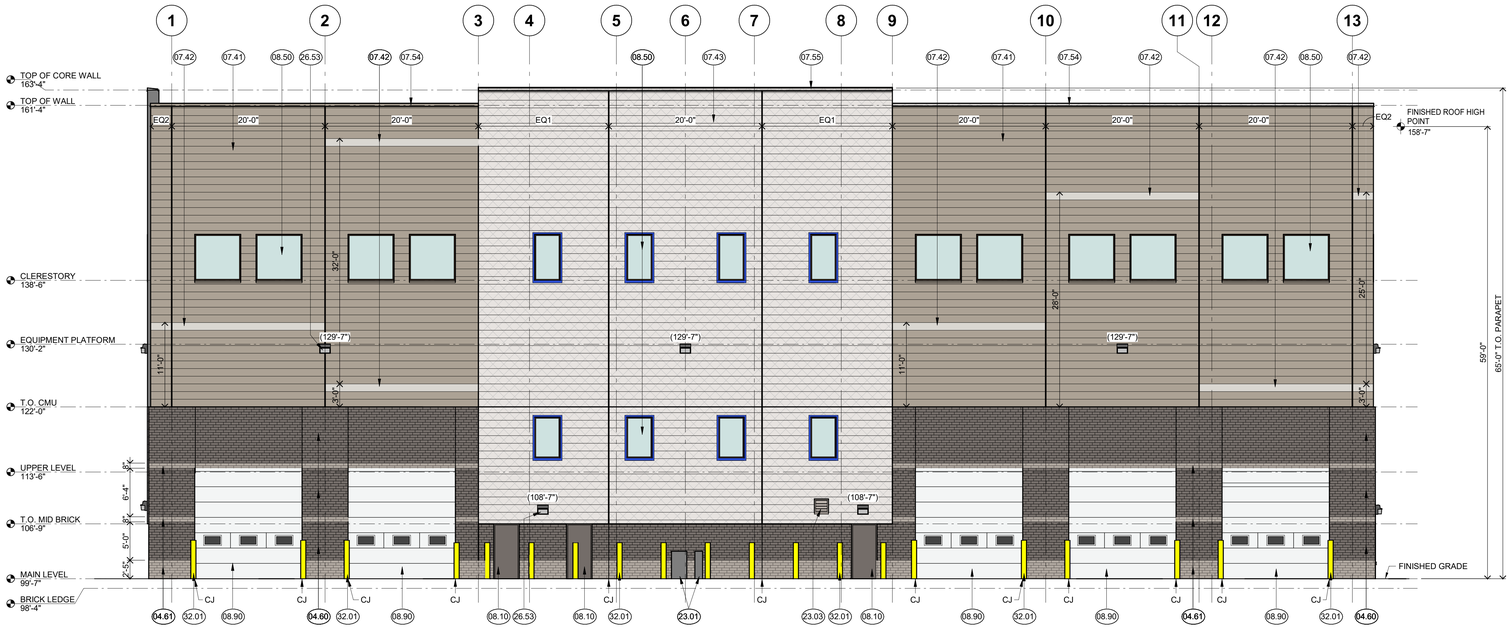
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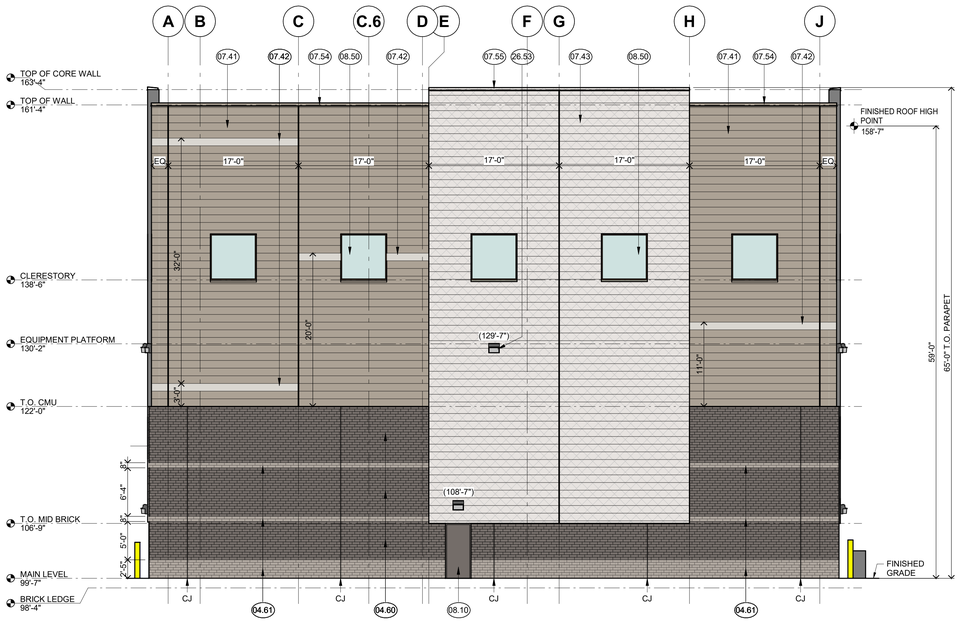
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**A6**


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C1 **SOUTH ELEVATION-**
1/8" = 1'-0"




F1 **WEST ELEVATION-**
1/8" = 1'-0"

## EXTERIOR ELEVATION GENERAL NOTES

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2. SEE OPENING TYPES SHEET FOR WINDOW, DOOR, AND LOUVER SIZES.
3. SEE DOOR/OPENING SCHEDULE ON FLOOR PLAN SHEETS.

| MATERIALS KEY | |
|---|---|
| KEY | MATERIAL |
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| 04.61 | BRK-2 BRICK VENEER (ACCENT COLOR) |
| 07.41 | MP-1 METAL PANEL SIDING - FLUSH |
| 07.42 | MP-2 METAL PANEL SIDING - FLUSH |
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| 07.54 | PRE-FINISHED METAL COPING (COLOR TO MATCH MP-1) |
| 07.55 | PRE-FINISHED METAL COPING (COLOR TO MATCH MP-3) |
| 08.10 | EXTERIOR GALVANIZED H.M. DOOR AND FRAME |
| 08.50 | FIXED ALUMINUM WINDOW |
| 08.90 | OVERHEAD DOOR |
| 23.01 | CONDENSING UNIT - SEE MECH |
| 23.03 | PREFINISHED WALL LOUVER |
| 26.53 | WALL-MOUNTED LIGHT FIXTURE - SEE ELEC |
| 32.01 | BOLLARD |

# Crystal Lake Fleet Maintenance Garage

5100 South Illinois Route 31
Crystal Lake, Illinois 60014

**ComEd**
3 Lincoln Center
Oakbrook Terrace, Illinois 60181


**WOLD ARCHITECTS AND ENGINEERS**
220 North Smith Street, Suite 310
Palatine, Illinois 60067
woldac.com | 847 241 6100

STATE OF ILLINOIS PROFESSIONAL DESIGN FIRM NO. 184001706-001
EXPIRES 04/30/2027


I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed **ARCHITECT** under the laws of the State of **ILLINOIS**

**MATTHEW J. BICKEL**
License Number: **001-020883** Date **06/24/26**

| Revisions | | |
|---|---|---|
| Description | Date | Num |
| | | |

Comm: **253095**
Date: **06/24/26**
Drawn: **MG**
Check: **BB**
North

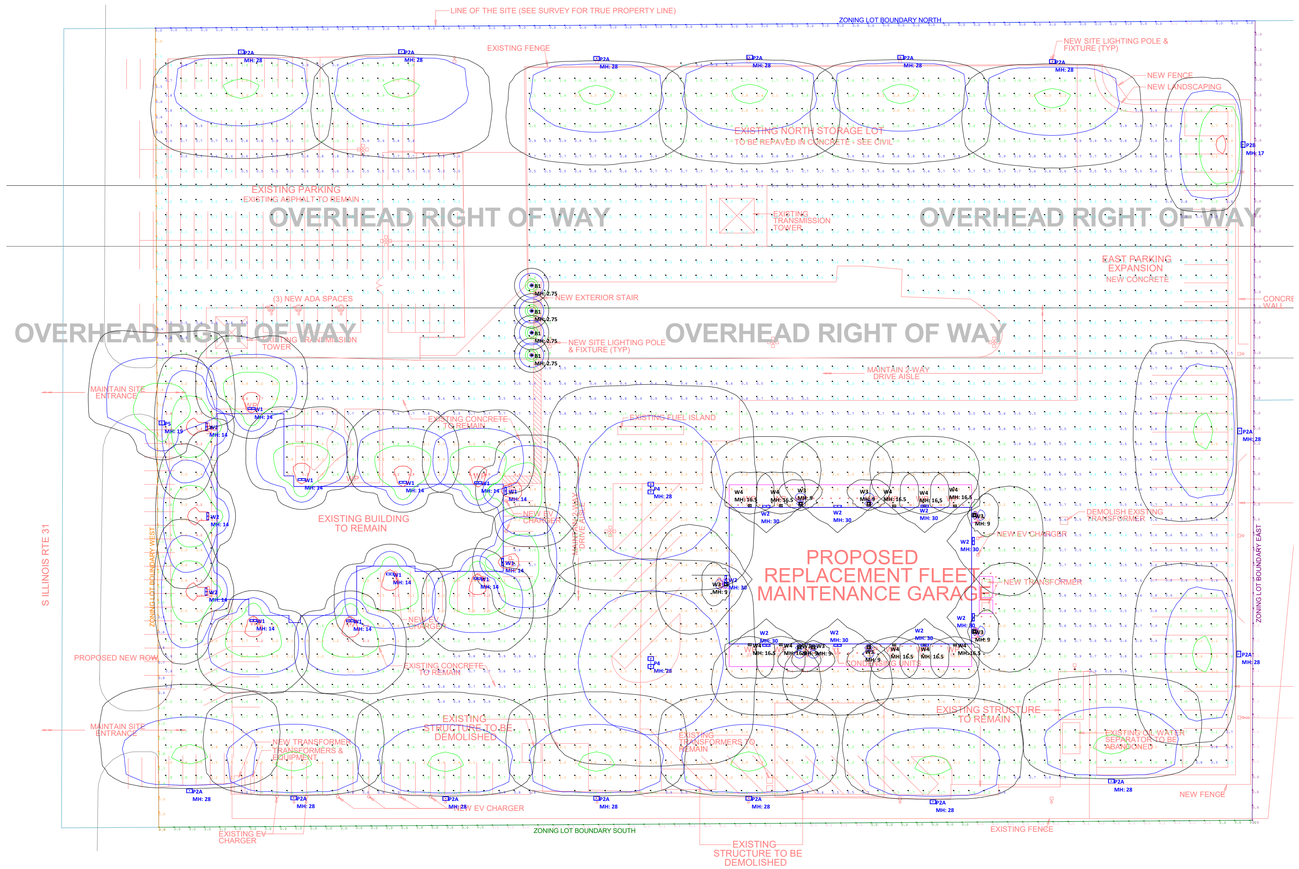
# EXTERIOR ELEVATIONS

Scale: **As indicated**

**ISSUE FOR BID**

**A7**


Autodesk Docs://Crystal Fleet Maintenance (Comed Lake)/253095 Crystal Fleet Maintenance_Exterior_detail.rvt
Central: https://acc.autodesk.com/docs/files/projects/1ae1c8f8-6b6d-4ca2-8e1e-1e1e1e1e1e1e?folderUrn=urn%3Aadsk.wipprod%3Afs.folder%3Aco.xxxxxxxxxxxxxxxxxxxxxx
6/23/2026 7:23:36 PM




**Luminaire Schedule**

| Symbol | Image | Tag | Qty | Arrangement | Description | LLF | Lum. Lumens | Lum.Watts | Total Watts | BUG Rating | Arr. Lum. Lumens |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | B1 | 4 | Single | 84602_BEGA_ BOLLARD AT STD 33IN HEIGHT | 1.000 | 1939 | 19 | 76 | B1-U4-G2 | 1939 |
| | | W4 | 10 | Single | WDGE2 LED P2 40K 80CRI T4M | 1.000 | 2018 | 18.9815 | 189.815 | B1-U0-G1 | 2018 |
| | | W3 | 8 | Single | WDGE2 LED P0 40K 80CRI TFTM | 1.000 | 717 | 6.8946 | 55.157 | B0-U0-G0 | 717 |
| | | P2A | 15 | Single | DSX0 LED P6 40K 80CRI BLC4 ON 25FT SSS POLE | 1.000 | 11809 | 137 | 2055 | B0-U0-G3 | 11809 |
| | | P2B | 1 | Single | DSX0 LED P5 40K 80CRI BLC4 ON 14FT SSS POLE | 1.000 | 8332 | 90.12 | 90.12 | B0-U0-G3 | 8332 |
| | | P4 | 2 | Back-Back | DSX0 LED P5 40K 80CRI T5M @ 90 ON 25FT SSS POLE | 1.000 | 11582 | 90.12 | 360.48 | B4-U0-G2 | 23164 |
| | | P5 | 1 | Single | DSX0 LED P5 40K 80CRI TFTM | 1.000 | 11336 | 90.12 | 90.12 | B2-U0-G3 | 11336 |
| | | W1 | 10 | Single | DSXW2 P5 40K 80CRI TFTM | 1.000 | 7537 | 57.03 | 570.3 | B1-U0-G2 | 7537 |
| | | W2 | 12 | Single | DSXW2 P5 40K 80CRI T3M | 1.000 | 7412 | 57.03 | 684.36 | B1-U0-G3 | 7412 |

**Calculation Summary**

| Label | CalcType | Units | Avg | Max | Min | Avg/Min | Max/Min | Grid Z |
|---|---|---|---|---|---|---|---|---|
| Parking and Yard Storage | Illuminance | Fc | 1.29 | 5.7 | 0.1 | 12.90 | 57.00 | 0 |
| ZONING LOT EAST BOUNDARY | Illuminance | Fc | 0.02 | 0.1 | 0.0 | N.A. | N.A. | N.A. |
| ZONING LOT NORTH BOUNDARY | Illuminance | Fc | 0.00 | 0.1 | 0.0 | N.A. | N.A. | N.A. |
| ZONING LOT SOUTH BOUNDARY | Illuminance | Fc | 0.06 | 0.1 | 0.0 | N.A. | N.A. | N.A. |
| ZONING LOT WEST BOUNDARY | Illuminance | Fc | 0.95 | 4.1 | 0.0 | N.A. | N.A. | N.A. |

| # | Date | Comments |
|---|---|---|
| | | |

Revisions

Replacement Fleet Maintenance Garage and Related Site Improvements
Lighting Illuminance Calculation
5100 S ILLINOIS RTE 31
CRYSTAL LAKE, IL 60014

**LS1**

# COMED CRYSTAL LAKE
# REPLACEMENT FLEET MAINTENANCE GARAGE
# AND RELATED SITE IMPROVEMENTS

## PRELIMINARY ENGINEERING PLANS

### 5100 ILLINOIS ROUTE 31
### CRYSTAL LAKE, ILLINOIS 60014

## MASTER NOTES

1. ALL ITEMS OF THIS PROJECT SHALL BE GOVERNED BY SPECIFICATIONS INCLUDED IN THE DOCUMENTS LISTED BELOW:

A. "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" PREPARED BY THE DEPARTMENT OF TRANSPORTATION OF THE STATE OF ILLINOIS AND ADOPTED BY SAID DEPARTMENT (LATEST REVISION*) AND HEREINAFTER REFERRED TO AS THE "STANDARD SPECIFICATIONS".
B. "SUPPLEMENTAL SPECIFICATIONS AND RECURRING SPECIAL PROVISIONS" ADOPTED BY THE ILLINOIS DEPARTMENT OF TRANSPORTATION.
C. "ILLINOIS URBAN MANUAL" (LATEST REVISION*) BY ASSOCIATION OF ILLINOIS SOIL & WATER CONSERVATION DISTRICTS.
D. "STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS", BY ILLINOIS ENVIRONMENTAL PROTECTION AGENCY.
E. "ILLINOIS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS & HIGHWAYS" BY ILLINOIS DEPARTMENT OF TRANSPORTATION.
F. "ILLINOIS ACCESSIBILITY CODE", (LATEST EDITION*).

*LATEST REVISION IN EFFECT ON THE DATE OF THESE PLANS

2. PRIOR TO BID, THE CONTRACTOR SHALL VERIFY CONFORMANCE BETWEEN PLANS AND THE ABOVE REFERENCED CODES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES PRIOR TO BID.

3. IN THE EVENT OF A CONFLICT BETWEEN THESE VARIOUS STANDARDS, MUNICIPAL STANDARDS SHALL APPLY.

4. ALL TRAFFIC CONTROL AND OTHER ADVISORY SIGNS NEEDED FOR CONSTRUCTION ARE TO BE FURNISHED BY THE CONTRACTOR IN ACCORDANCE WITH SECTION 701 OF THE STANDARD SPECIFICATIONS.

5. ALL WORK PERFORMED SHALL COMPLY WITH ALL APPLICABLE RULES AND REGULATIONS OF OSHA.

6. THE CONTRACTOR IS RESPONSIBLE FOR NOTIFYING JULIE 1-800-892-0123 AT LEAST 48 HOURS IN ADVANCE OF CONSTRUCTION OPERATIONS. ALL UTILITIES MUST BE STAKED/LOCATED BY THE CONTRACTOR BEFORE CONSTRUCTION AND NOTIFY THE ENGINEER OF ANY DISCREPANCIES.

7. THE CONTRACTOR IS RESPONSIBLE FOR NOTIFYING THE MUNICIPALITY PUBLIC WORKS DEPARTMENT 847-705-5200 A MINIMUM OF 48 HOURS BEFORE CONSTRUCTION ACTIVITIES. A 48-HOUR NOTICE MUST BE PROVIDED FOR INSPECTIONS AND TESTS. MUNICIPAL STAFF MUST OPERATE ALL WATERMAIN VALVES AND HYDRANTS ONLY.

8. THE CONTRACTOR SHALL PROTECT AND PRESERVE ALL SURVEYING MONUMENTS UNTIL THE OWNER, THEIR AGENT OR A LICENSED SURVEYOR HAS WITNESSED OR OTHERWISE REFERENCED THEIR LOCATIONS.

9. THE CONTRACTOR SHALL BE AWARE OF POTENTIAL CONFLICTS WITH EXISTING UTILITIES AS MAY BE INDICATED ON THE PLANS. THESE AREAS SHALL BE EXCAVATED TO DETERMINE ELEVATIONS BEFORE BEGINNING CONSTRUCTION. CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DISCREPANCIES.

10. SAWING OF REMOVAL ITEMS AS NOTED IN THE PLANS OR AS REQUIRED BY THE ENGINEER SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT OF THE ITEM BEING REMOVED AND NO EXTRA COMPENSATION WILL BE ALLOWED.

11. ALL ROAD SIGNS, STREET SIGNS AND TRAFFIC SIGNS WHICH NEED TO BE RELOCATED OR MOVED DUE TO CONSTRUCTION SHALL BE TAKEN DOWN AND STORED BY THE CONTRACTOR AT HIS OWN EXPENSE EXCEPT THOSE WHICH THE PERMIT AGENCY SHALL REQUIRE TO BE TEMPORARILY RESET UNTIL COMPLETION OF CONSTRUCTION OPERATIONS. AFTER COMPLETION OF THE WORK, THE CONTRACTOR SHALL, AT HIS OWN EXPENSE, RESET ALL SAID SIGNS AT THE LOCATIONS DESIGNATED BY THE PERMIT AGENCY ENGINEER.

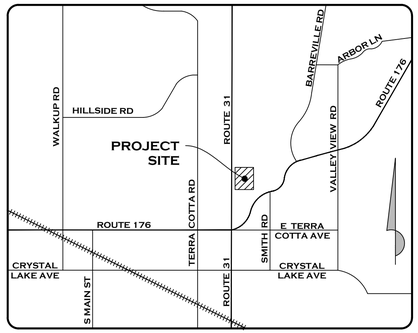
12. THE CONTRACTOR SHALL PRESERVE ALL CONSTRUCTION STAKES UNTIL THEY ARE NO LONGER NEEDED. ANY STAKES DESTROYED BY THE CONTRACTOR PRIOR TO THEIR USE SHALL BE RESET BY THE OWNER'S ENGINEER AT A COST TO BE BORNE BY THE CONTRACTOR THAT DESTROYED THE STAKES.

13. CONTRACTOR SHALL USE CARE NEAR ANY AND ALL EXISTING ITEMS WHICH ARE NOT INDICATED TO BE REMOVED OR MODIFIED. ANY DAMAGE DONE TO THESE ITEMS BY CONTRACTORS OPERATIONS SHALL BE REPAIRED AND/OR RESTORED BY THE CONTRACTOR AT THE CONTRACTORS OWN EXPENSE.

14. THE CONTRACTOR SHALL INDEMNIFY AND SAVE HARMLESS THE OWNER, THE PERMIT AGENCY AND ITS OFFICERS, EMPLOYEES, AND AGENTS, AND THE OWNER'S ENGINEERS, FROM AND AGAINST ALL LOSSES, CLAIMS, DEMANDS, PAYMENTS, SUITS, ACTIONS, RECOVERIES AND JUDGMENT OF EVERY NATURE AND DESCRIPTION BROUGHT OR RECOVERED AGAINST THEM, BY REASON OF ANY ACT OR OMISSION OF SAID CONTRACTOR, HIS AGENTS OR EMPLOYEES, IN THE EXECUTION OF THE WORK OR IN THE GUARDING OF IT.

15. BURNING ON THE SITE IS NOT PERMITTED.

16. ALL IMPROVEMENTS SHOWN ON THE PLANS ARE THE RESPONSIBILITY OF THE CONTRACTOR .




## VICINITY MAP

(NOT TO SCALE)

## SYMBOL LEGEND

| PROPOSED | | EXISTING |
|---|---|---|
| | PROPERTY LINE | |
| | BUILDING SETBACK LINE | |
| | EASEMENT LINE | |
| | DEPRESSED CURB | |
| C | STORM SEWER | C |
| S | SANITARY SEWER | S |
| W | WATER MAIN | W |
| G | GAS LINE | G |
| E | ELECTRIC LINE | E |
| T | TELEPHONE LINE | T |
| FO | FIBER OPTIC | FO |
| OH | OVERHEAD WIRES | OH |
| | FENCE LINE | |
| SF | SILT FENCE | |
| 720 | GRADING CONTOUR | 720 |
| | MANHOLE | |
| | STORM CURB FRAME & GRATE | |
| | STORM MANHOLE | |
| | STORM CATCH BASIN | |
| | STORM FLARED END SECTION | |
| | SANITARY MANHOLE | |
| | VALVE VAULT | |
| | FIRE HYDRANT | |
| B | BUFFALO BOX | |
| G | GAS VALVE | |
| E | ELECTRIC STRUCTURE | E |
| T | TRANSFORMER | T |
| | POWER POLE | |
| | PEDESTAL | |
| | TRAFFIC SIGNAL MANHOLE | |
| | DRAINAGE FLOW ARROW | |
| | OVERFLOW ROUTE | |
| | AIR CONDITIONER | A/C |
| | SINGLE POLE SIGN | |
| | DOUBLE POLE SIGN | |
| | STREET LIGHT | |
| BOL | BOLLARD | BOL |
| C.O. | CLEAN OUT | C.O. |
| D.S. | DOWN SPOUT | D.S. |
| | TREE | |
| | EROSION CONTROL BLANKET (SEE DETAIL SHEET) | |
| | FINAL STABILIZATION (SEED) (SEE DETAIL SHEET) | |
| | CONCRETE SIDEWALK | |
| | NEW HEAVY DUTY ASPHALT PAVEMENT (SEE DETAIL SHEET) | |
| | STANDARD DUTY ASPHALT PAVEMENT (SEE DETAIL SHEET) | |
| | DETECTABLE WARNINGS (SEE DETAIL SHEET) | |

## TABLE OF CONTENTS


| SHEET NO. | SHEET NAME |
|---|---|
| 1 | COVER SHEET |
| 2 | EXISTING CONDITION PLAN |
| 3 | DEMOLITION PLAN |
| 4 | GEOMETRIC PLAN |
| 5 | GRADING PLAN |
| 6 | STORM SEWER PLAN |
| 7 | UTILITY PLAN |


## PROJECT TEAM

**OWNER**
*COMED*
2 LINCOLN CENTER
OAKBROOK TERRACE, ILLINOIS 60181

**ARCHITECT**
*WOLD ARCHITECTS AND ENGINEERS*
220 NORTH SMITH STREET, SUITE 310
PALATINE, ILLINOIS 60067

**CIVIL ENGINEER**
*MeritCorp Group, LLC*
4222 MERIDIAN PARKWAY STE 112
AURORA, IL 60504
Ph. (630) 554.6655

## NOTE

1. DETAILS AND NOTES WITHIN THESE PLANS, ALONG WITH NOTATIONS TO SUPPLEMENT SAME ARE CRUCIAL TO THE PROPER CONSTRUCTION OF THE DESIGN CONTAINED HEREIN.

2. CONTRACTOR SHALL VISIT THE SITE TO FAMILIARIZE HIMSELF WITH ALL CONDITIONS PRIOR TO ENGAGING IN A CONTRACT TO PERFORM WORK AS PROPOSED HEREIN.

3. PLANS ARE NOT VALID WITHOUT ORIGINAL SIGNATURE AND SEAL OF THE ENGINEER.

## SITE BENCHMARKS

ELEVATIONS SHOWN ARE RELATIVE TO NAVD'88.

SITE BM #1:
RAILROAD SPIKE IN SOUTHWEST FACE OF LIGHT POLE LOCATED NORTHEAST OF THE NORTH PARKING LOT APPROXIMATELY 64 FEET WEST OF THE CHAIN-LINKED FENCE, 19.7 FEET SOUTH OF THE CONCRETE WALL, 8.5 FEET NORTH OF PARKING LOT, AND 8.5 FEET EAST OF PARKING LOT.
ELEV=912.71' (NAVD 88)

SITE BM #2:
NORTH UPPER FLANGE BOLT ON FIRE HYDRANT, AS NOTED ON SHEET 2.
ELEV=905.14'

SITE BM #3:
SOUTHEAST UPPER FLANGE BOLT ON FIRE HYDRANT, AS NOTED ON SHEET 2.
ELEV=909.24'

## ABBREVIATIONS

| | | | | | |
|---|---|---|---|---|---|
| AGG. | AGGREGATE GRAVEL | F-F | FACE TO FACE | R | RADIUS |
| ALT | ALTERNATE | FES | FLARED END SECTION | RCP | REINFORCED CONCRETE PIPE |
| B.A.M. | BIT. AGG. MIXTURE | F/F | FINISHED FLOOR | R.O.W | RIGHT OF WAY |
| B-B | BACK TO BACK | FL | FLOW LINE | R.D. | ROOF DRAIN |
| BB | BUFFALO BOX | FG | FINISHED GRADE | SAN | SANITARY |
| BC | BACK OF CURB | HDWL | HEADWALL | STMH | STORM MANHOLE |
| BIT. | BITUMINOUS CONCRETE | HH | HAND HOLE | STM | STORM |
| BM | BENCHMARK | H.W.L. | HIGH WATER LEVEL | STA. | STATION |
| B.O. | BY OTHERS | HYD | HYDRANT | SF | SQUARE FEET |
| B/P | BOTTOM OF PIPE | INL | INLET | SY | SQUARE YARD |
| B/W | BOTTOM OF WALL | INV | INVERT | TBR | TO BE REMOVED |
| CB | CATCH BASIN | I.P. | IRON PIPE | T/C | TOP OF CURB |
| CATV | CABLE TELEVISION | MAX | MAXIMUM | T/F | TOP OF FOUNDATION |
| CE | COMM.ED. | M.E. | MATCH EXISTING | T/P | TOP OF PIPE |
| CL | CENTER LINE | MH | MANHOLE | T/W | TOP OF WALL |
| CMP | CORRUGATED METAL PIPE | MIN | MINIMUM | TRANS | TRANSFORMER |
| CS | CENTER OF STRIPE | N.W.L. | NORMAL WATER LEVEL | VV | VALVE VAULT |
| C.O. | CLEAN OUT | PED | PEDESTAL | W.M. | WATER MAIN |
| CONC. | CONCRETE | PC | POINT OF CURVE | | |
| DIA | DIAMETER | PCC | POINT OF COMPOUND CURVE | | |
| D.I.W.M. | DUCTILE IRON WATER MAIN | PI | POINT OF INTERSECTION | | |
| D.S. | DOWN SPOUT | PRC | POINT OF REVERSE CURVE | | |
| E/P | EDGE OF PAVEMENT | PT | POINT OF TANGENCY | | |
| E-E | EDGE TO EDGE | PVC | POINT OF VERTICAL CURVE | | |
| ELEV. | ELEVATION | PVI | POINT OF VERTICAL INTERSECTION | | |
| ES | EDGE OF STRIPE | PVT | POINT OF VERTICAL TANGENCY | | |
| EW | EDGE OF WALK | PL | PROPERTY LINE | | |
| EX. | EXISTING | PP | POWER POLE | | |
| | | PVC | POLYVINYL CHLORIDE PIPE | | |

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| DATE: | DESCRIPTION: |
|---|---|
| 04/15/2026 | ISSUED FOR REVIEW |
| 05/06/2026 | REVISED PER PROJECT TEAM COMMENTS |
| 06/19/2026 | ISSUED FOR REVIEW |
| 06/25/2026 | REVISED PER LEGAL TEAM |

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Other Office Locations: Gurnee, IL

COMED CRYSTAL LAKE REPLACEMENT FLEET MAINTENANCE GARAGE AND RELATED SITE IMPROVEMENTS
5100 S IL RTE 31
CRYSTAL LAKE, IL 60014
PRELIMINARY ENGINEERING PLANS
COVER SHEET

| | |
|---|---|
| PROJECT NO. | M21146B |
| DRAWN BY: | NAC |
| CHECKED BY: | CLS |
| SHEET NO. | 1/7 |

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Other Office Locations:
Gurnee, IL

# COMED CRYSTAL LAKE REPLACEMENT FLEET MAINTENANCE GARAGE AND RELATED SITE IMPROVEMENTS
## 5100 S IL RTE 31
## CRYSTAL LAKE, IL 60014
## PRELIMINARY ENGINEERING PLANS
## EXISTING CONDITION PLAN

## SITE BENCHMARKS

ELEVATIONS SHOWN ARE RELATIVE TO NAVD'88.

SITE BM #1:
RAILROAD SPIKE IN SOUTHWEST FACE OF LIGHT POLE LOCATED NORTHEAST OF THE NORTH PARKING LOT APPROXIMATELY 64 FEET WEST OF THE CHAIN-LINKED FENCE, 19.7 FEET SOUTH OF THE CONCRETE WALL, 8.5 FEET NORTH OF PARKING LOT, AND 8.5 FEET EAST OF PARKING LOT.
ELEV=912.71' (NAVD 88)

SITE BM #2:
NORTH UPPER FLANGE BOLT ON FIRE HYDRANT, AS NOTED HEREON.
ELEV=905.14'

SITE BM #3:
SOUTHEAST UPPER FLANGE BOLT ON FIRE HYDRANT , AS NOTED HEREON.
ELEV=909.24'

NORTH
30 0 15 30
1" = 30'
GRAPHIC SCALE

| | |
|---|---|
| PROJECT NO. | M21146B |
| DRAWN BY: | NAC |
| CHECKED BY: | CLS |
| SHEET NO. | 2 /7 |

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## LEGEND

- REMOVE ITEM
- SAWCUT BACK OF CURB
- FULL DEPTH SAWCUT PAVEMENT
- REMOVE ASPHALT PAVEMENT
- REMOVE CONC. PAVEMENT
- REMOVE TREE

NORTH
30 0 15 30
1" = 30'
GRAPHIC SCALE

S IL RTE 31

REMOVE 5,732 SY OF ASPHALT PAVEMENT
REMOVE 81 LF OF STORM SEWER
898 LF OF CONC. SAWCUT
REMOVE MULTIPLE ELECTRIC & CABLE CONDUITS
REMOVE BLOCK HEATERS (TYP.)
DEMO LIGHT POLE
REMOVE EXISTING TRANSFORMER (REFER ELECTRICAL PLANS)
REMOVE ELECTRICAL CABINET
REMOVE 470 LF OF FENCE
REMOVE 367 LF OF WATERMAIN
CLEAR TREES AND HEAVY BRUSH
REMOVE 8140 SY OF CONC. PAVEMENT
REMOVE TRENCH DRAIN
ABANDON IN PLACE
REMOVE 138 LF OF SANITARY SEWER
REMOVE BOLLARDS (TYP.)
REMOVE FUEL TANKS
REMOVE BOLLARDS (TYP.)
REMOVE EXISTING BUILDING & METAL RAMP
AFTER COMPLETION OF NEW BUILDING, REMOVE, WATERMAIN, ELECTRIC SERVICES, TRANFORMERS METERS, ETC.
REMOVE EXISTING BUILDING
SAW CUT & REMOVE 85 LF OF CURB & GUTTER
AFTER COMPLETION OF NEW BUILDING, REMOVE EXISTING LIFT STATION, BUILDING CONNECTIONS AND FORCEMAIN

| DATE: | DESCRIPTION: |
|---|---|
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# COMED CRYSTAL LAKE REPLACEMENT FLEET MAINTENANCE GARAGE AND RELATED SITE IMPROVEMENTS
5100 S IL RTE 31
CRYSTAL LAKE, IL 60014
PRELIMINARY ENGINEERING PLANS
DEMOLITION PLAN

| | |
|---|---|
| PROJECT NO. | M21146B |
| DRAWN BY: | NAC |
| CHECKED BY: | CLS |
| SHEET NO. | 3 /7 |

## NOTES:

1. PRIOR TO THE START OF CONSTRUCTION, CONTRACTOR SHALL PROVIDE THE ARCHITECT AND ENGINEER A CONCRETE JOINT LAYOUT PLAN FOR REVIEW AND APPROVAL.

2. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR BUILDING DIMENSIONS.

## LEGEND

- DEPRESSED CURB AND GUTTER (SEE DETAIL SHEET)
- REVERSE PITCH CURB AND GUTTER
- HEAVY DUTY ASPHALT PAVEMENT (SEE DETAIL SHEET)
- STANDARD DUTY ASPHALT PAVEMENT (SEE DETAIL SHEET)
- CONCRETE PAVEMENT (SEE DETAIL SHEET)

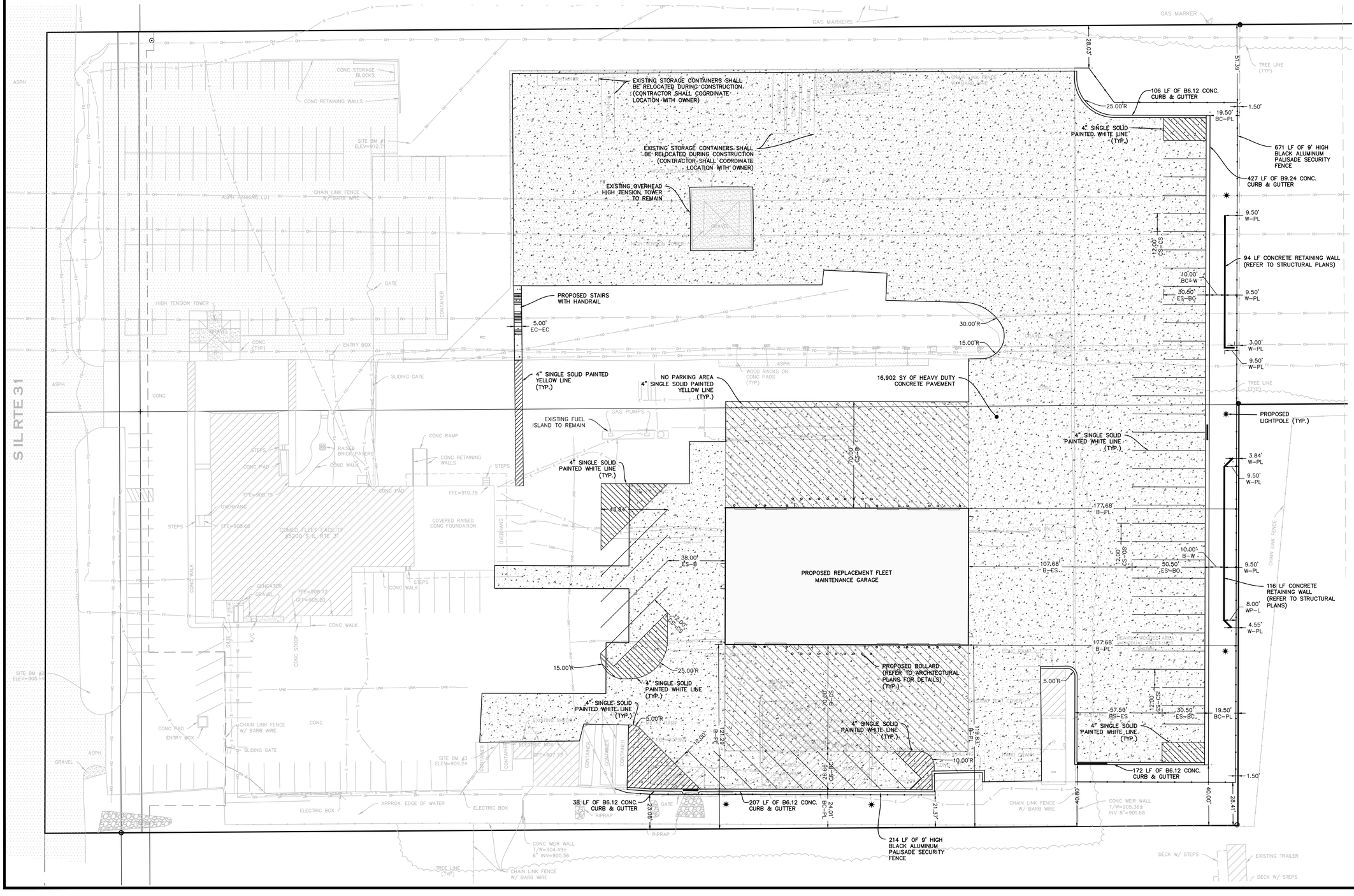
## ABBREVIATIONS

| | |
|---|---|
| PL | PROPERTY LINE |
| ES | EDGE OF STRIPE |
| CS | CENTER OF STRIPE |
| B | BUILDING |
| BC | BACK OF CURB |
| EW | EDGE OF WALK |
| R | RADIUS |
| W | FACE OF WALL |

NORTH

30 0 15 30

1" = 30'
GRAPHIC SCALE




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# COMED CRYSTAL LAKE REPLACEMENT FLEET MAINTENANCE GARAGE AND RELATED SITE IMPROVEMENTS
## 5100 S IL RTE 31
## CRYSTAL LAKE, IL 60014
## PRELIMINARY ENGINEERING PLANS
## GEOMETRIC PLAN

| | |
|---|---|
| PROJECT NO. | M21146B |
| DRAWN BY: | NAC |
| CHECKED BY: | CLS |
| SHEET NO. | 4 /7 |

## LEGEND

- DEPRESSED CURB AND GUTTER (SEE DETAIL SHEET)
- REVERSE PITCH CURB AND GUTTER
- 720 — GRADING CONTOUR
- EMERGENCY OVERLAND FLOOD ROUTE
- DRAINAGE FLOW ARROW

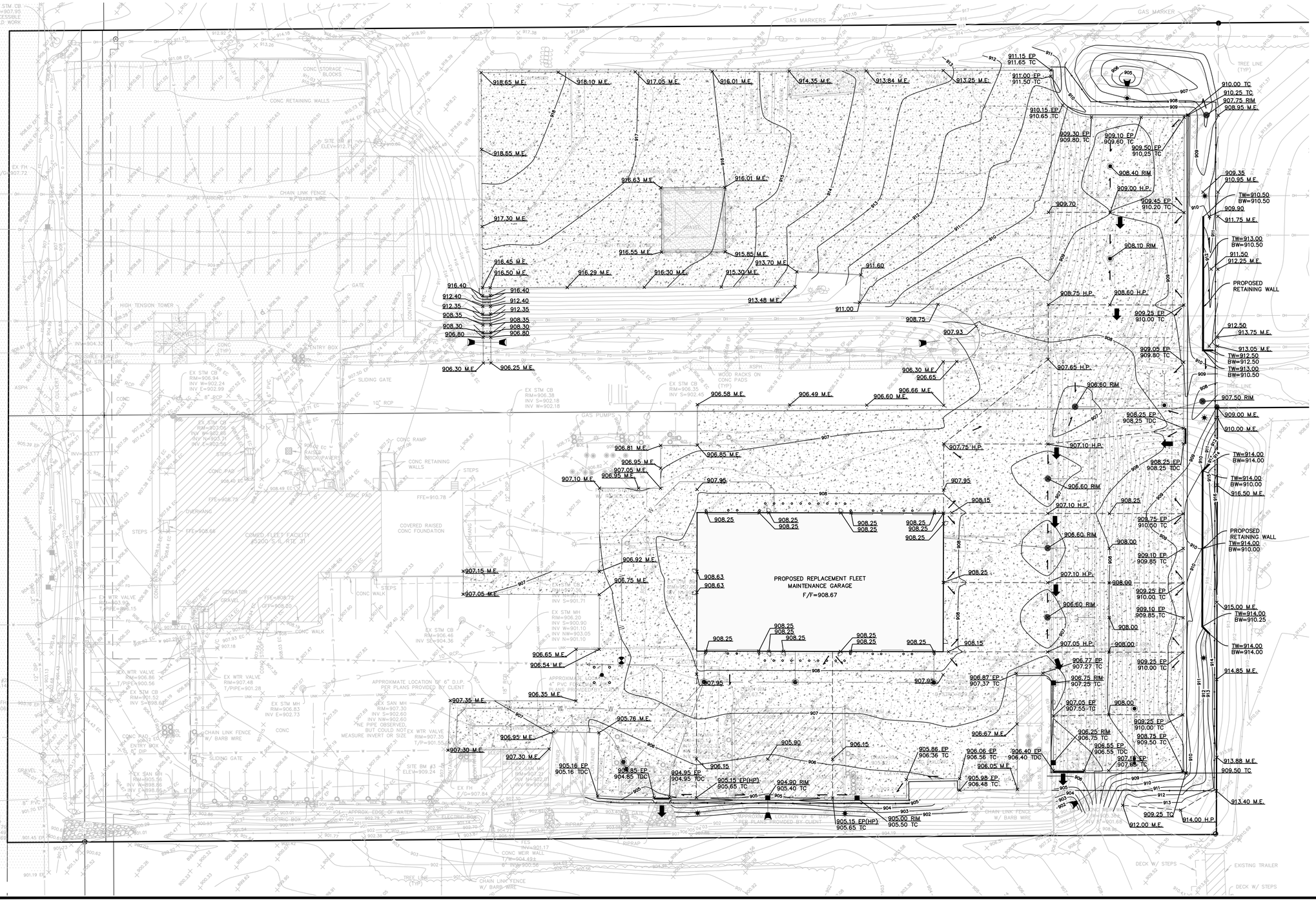
## ABREVIATIONS

| | |
|---|---|
| T/F | TOP OF FOUNDATION |
| G/F | GARAGE FLOOR |
| EP | EDGE OF PAVEMENT |
| TC | TOP OF CURB |
| TDC | TOP OF DEPRESSED CURB |
| M.E. | MATCH EXISTING |
| T/W | TOP OF WALL |
| B/W | BOTTOM OF WALL |
| HWL | HIGH WATER LEVEL |
| NWL | NORMAL WATER LEVEL |

NORTH

30 0 15 30

1" = 30'
GRAPHIC SCALE


PROPOSED REPLACEMENT FLEET MAINTENANCE GARAGE F/F=908.67
PROPOSED RETAINING WALL
SIL RTE 31
EX STM CB RIM=906.94 INV W=902.24 INV E=902.99
EX STM CB RIM=906.38 INV S=902.18 INV W=902.18
EX STM CB RIM=906.35 INV S=902.45
EX STM MH RIM=906.20 INV S=902.90 INV W=901.10 INV NW=903.05 INV N=901.10
EX STM CB RIM=906.46 INV SE=904.36
EX STM MH RIM=906.83 INV E=902.73
EX STM MH RIM=907.30 INV S=902.60 INV W=902.60 INV N=902.60
EX STM CB RIM=907.35 INV S=901.71
EX WTR VALVE RIM=906.86 T/PIPE=900.56
EX WTR VALVE RIM=907.48 T/PIPE=901.28
EX STM CB RIM=901.52 INV S=896.68
EX SAN MH RIM=905.56 INV W=898.86 INV E=898.86
EX SAN MH RIM=902.92 INV N=892.78 INV E=894.45 INV S=892.45
EX FH F/G=907.84
EX FH F/G=907.72
EX FH F/G=903.04
SITE BM #1 ELEV=912.75
SITE BM #2 ELEV=905.14
SITE BM #3 ELEV=909.24
WTR VALVE RIM=902.78 T/PIPE=896.68
GAS MARKERS
GAS MARKER
CONC STORAGE BLOCKS
CONC RETAINING WALLS
ASPH PARKING LOT
CHAIN LINK FENCE W/ BARB WIRE
HIGH TENSION TOWER
GATE
CONTAINER
ENTRY BOX
SLIDING GATE
10" RCP
CONC RAMP
CONC RETAINING WALLS
STEPS
CONC PAD
OVERHANG
COVERED RAISED CONC FOUNDATION
COMED FLEET FACILITY #5200 S IL RTE 31
GENERATOR GRAVEL
CONC WALK
APPROXIMATE LOCATION OF 6" D.I.P. PER PLANS PROVIDED BY CLIENT
APPROXIMATE LOCATION OF 4" PVC FORCE MAIN PER PLANS PROVIDED BY CLIENT
WOOD RACKS ON CONC PADS (TYP)
GAS PUMPS
RAISED BRICK PAVERS
ELECTRIC BOX
APPROX EDGE OF WATER
RIPRAP
FES INV=901.17
CONC WEIR WALL T/W=904.49± 6" RISER INV=900.66
TREE LINE (TYP)
EXISTING TRAILER
DECK W/ STEPS
911.15 EP 911.65 TC
911.00 EP 911.50 TC
910.15 EP 910.65 TC
909.30 EP 909.80 TC
909.10 EP 909.60 TC
909.50 EP 910.25 TC
909.45 EP 910.20 TC
909.25 EP 910.00 TC
909.05 EP 909.80 TC
908.85 EP 908.85 TDC
908.25 EP 908.25 TDC
907.95 EP 907.95 TDC
907.85 EP 907.85 TDC
907.75 EP 907.75 TC
907.65 EP 907.65 TC
907.55 EP 907.55 TC
907.37 EP 907.37 TC
907.27 EP 907.27 TC
906.98 EP 906.48 TC
906.56 EP 906.56 TC
906.40 EP 906.40 TDC
905.16 EP 905.16 TDC
904.95 EP 904.95 TDC
905.15 EP(HP) 905.65 TC
905.15 EP(HP) 905.65 TC
904.90 RIM 905.40 TC
905.00 RIM 905.50 TC
910.00 TC
910.25 TC
907.75 RIM
908.95 M.E.
908.40 RIM
909.00 H.P.
909.35
910.95 M.E.
TW=910.50
BW=910.50
909.90
911.75 M.E.
TW=913.00
BW=910.50
908.10 RIM
911.50
912.25 M.E.
908.75 H.P.
908.60 H.P.
912.50
913.75 M.E.
913.05 M.E.
TW=912.50
BW=912.50
TW=913.00
BW=910.50
907.65 H.P.
906.60 RIM
907.50 RIM
909.00 M.E.
910.00 M.E.
907.75 H.P.
907.10 H.P.
TW=914.00
BW=914.00
TW=914.00
BW=910.00
916.50 M.E.
908.25 EP 908.25 TDC
906.60 RIM
907.10 H.P.
909.75 EP 910.50 TC
909.10 EP 909.85 TC
908.00
906.50 RIM
907.05 H.P.
915.00 M.E.
TW=914.00
BW=910.25
TW=914.00
BW=914.00
914.85 M.E.
906.77 EP 907.27 TC
906.75 RIM 907.25 TC
907.05 EP 907.55 TC
909.25 EP 910.00 TC
908.75 EP 909.50 TC
906.25 RIM 906.75 TC
906.55 EP 906.55 TDC
907.15 EP 907.65 TC
913.88 M.E.
909.50 TC
913.40 M.E.
909.25 TC
912.00 M.E.
914.00 H.P.
918.65 M.E.
918.10 M.E.
917.05 M.E.
916.01 M.E.
914.35 M.E.
913.84 M.E.
913.25 M.E.
916.63 M.E.
917.30 M.E.
916.55 M.E.
915.85 M.E.
916.45 M.E.
916.50 M.E.
916.29 M.E.
916.30 M.E.
915.30 M.E.
913.70 M.E.
913.48 M.E.
911.60
911.00
908.75
907.93
916.40
912.40
912.35
908.35
908.30
906.80
906.30 M.E.
906.25 M.E.
906.58 M.E.
906.49 M.E.
906.60 M.E.
906.66 M.E.
906.30 M.E.
906.65
906.81 M.E.
906.85 M.E.
906.95 M.E.
907.09 M.E.
907.10 M.E.
906.85 M.E.
907.95
908.25
908.63
906.92 M.E.
907.15 M.E.
907.05 M.E.
906.75 M.E.
906.65 M.E.
906.54 M.E.
907.35 M.E.
906.35 M.E.
905.76 M.E.
906.95 M.E.
907.30 M.E.
907.30 M.E.
905.90
906.15
906.67 M.E.
905.86 EP 906.36 TC
906.06 EP 906.56 TC
906.05 M.E.
908.15
908.00
909.00
908.90
909.70
908.00
908.00
908.00

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LEGEND

- STORM SEWER
- STORM CURB FRAME & GRATE
- STORM MANHOLE
- STORM CATCH BASIN
- STORM FLARED END SECTION

NORTH

30 0 15 30

1" = 30'
GRAPHIC SCALE

| DATE: | DESCRIPTION: |
|---|---|
| 04/15/2026 | ISSUED FOR REVIEW |
| 05/06/2026 | REVISED PER PROJECT TEAM COMMENTS |
| 06/19/2026 | ISSUED FOR REVIEW |
| 06/25/2026 | REVISED PER LEGAL TEAM |

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Other Office Locations:
Gurnee, IL

# COMED CRYSTAL LAKE REPLACEMENT FLEET MAINTENANCE GARAGE AND RELATED SITE IMPROVEMENTS
## 5100 S IL RTE 31
## CRYSTAL LAKE, IL 60014
## PRELIMINARY ENGINEERING PLANS
## STORM SEWER PLAN

| | |
|---|---|
| PROJECT NO. | M21146B |
| DRAWN BY: | NAC |
| CHECKED BY: | CLS |
| SHEET NO. | 6 /7 |

## LEGEND

| | |
|---|---|
| T — T | TELEPHONE LINE |
| E | ELECTRIC LINE |
| G | GAS LINE |
| < | SANITARY LINE |
| W | WATER LINE |
| | SANITARY MANHOLE |
| | VALVE VAULT |
| | FIRE HYDRANT |
| | BUFFALO BOX |
| | GAS VALVE |
| C.O. | CLEAN OUT |

NORTH

30 0 15 30

1" = 30'
GRAPHIC SCALE

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| DATE: | DESCRIPTION: |
|---|---|
| 04/15/2026 | ISSUED FOR REVIEW |
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## 5100 S IL RTE 31
## CRYSTAL LAKE, IL 60014
## PRELIMINARY ENGINEERING PLANS
## UTILITY PLAN

| | |
|---|---|
| PROJECT NO. | M21146B |
| DRAWN BY: | NAC |
| CHECKED BY: | CLS |
| SHEET NO. | 7 /7 |

MeritCorp GROUP, LLC
ENGINEERING · PLANNING · SURVEYING · ENVIRONMENTAL

# Preliminary Stormwater Report

## ComEd Crystal Lake
## Replacement Fleet Maintenance
## Garage and Related Site Improvements

**5100 Illinois Route 31**
**Crystal Lake, Illinois**

**MeritCorp Project Number: M21146B**

**Date: June 25, 2026**


**Owner/Developer:**

ComEd

2 Lincoln Center

Oakbrook Terrace, Illinois 60181

**Prepared for:**

Wold Architects and Engineers

220 North Smith Street, Suite 310

Palatine, Illinois 60067

**Prepared by:**

Clayton Schuler, P.E.

MeritCorp Group, LLC

4222 Meridian Parkway, Suite 112

Aurora, Illinois 60504

www.meritcorp.com

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PROPOSED SITE CONDITIONS NARRATIVE ..... 3
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APPENDIX 2 – Development Area Exhibit ..... 5

## GENERAL NARRATIVE DESCRIPTION

The subject site is the existing ComEd facility located at 5100 S. Illinois Route 31, Crystal Lake, McHenry County, Illinois. The subject site consists of a parcel totaling approximately 8.7 acres. The southern portion of the parcel includes the main office building (a ComEd regional reporting center), fleet maintenance garage accessory to the reporting center, fueling station, vehicle/truck parking, storage sheds and an open area for a material and equipment depot used by electric crews assigned to the reporting center projects. The northern portion of the parcel consists of a standard vehicle parking lot and an additional equipment and material depot area accessory to the regional reporting center.

MeritCorp Group, LLC is assisting Wold Architects and Engineers by preparing planning and engineering documents for the proposed development. The narratives, calculations and subsequent exhibits follow The City of Crystal Lake and McHenry County Stormwater ordinances.

## EXISTING SITE CONDITIONS NARRATIVE

The subject site, described above, is within Zone "X" per FEMA FIRM panel Map Number 17111C0220J with an effective date of November 16, 2006. National Wetland Inventory (NWI) indicates there are not mapped wetlands on site. The north parcel has a drainage divide with the west half of the site runoff draining via sheet flow to Illinois Route 31 and the east half runoff drains east to an existing basin and then ultimately south to the south parcel. Runoff from the south parcel is collected by an existing storm sewer system and generally drains to the existing basin located east of the existing pavement area and to a basin located along the south property line.

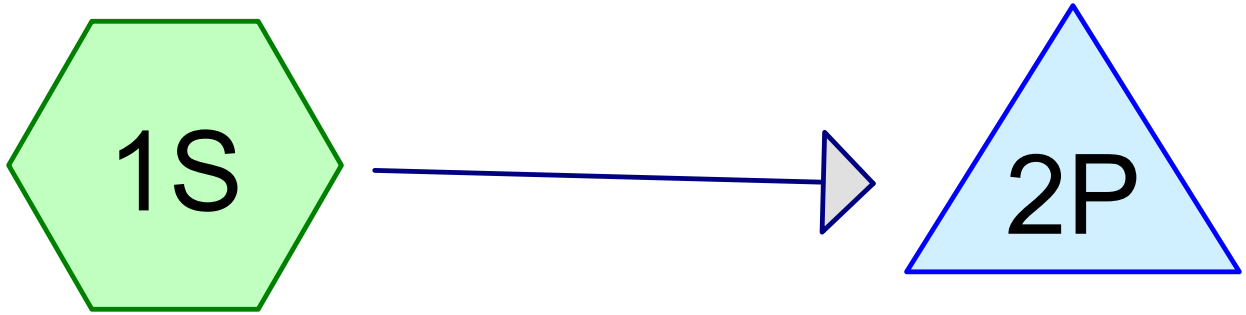
The existing basins are both regulated by existing weir walls with small diameter opens at the bottom. The east basin is hydraulically connected to the south basin which continues westward along the south property line. Ultimately, the discharge from the basins continue to drain west to the Illinois Route 31 ROW via an existing turf drainage swale. The existing east basin is approximately 0.86 ac-ft of detention volume from elevations 901.86 – 905.36.

## PROPOSED SITE CONDITIONS NARRATIVE

The proposed development will include a replacement accessory fleet maintenance garage and a fleet parking area to the east to replace any spaces displaced by the replacement garage. Construction will include the demolition of the existing fleet maintenance building, new concrete pavement, utility relocations and services, and a new underground detention facility. The overall hydraulically disturbed area will be approximately 2.34 acres. Drainage patterns will largely be maintained.

The underground detention facility will be approximately 2.41 ac-ft total storage from elevations 901.95 – 905.36. The top of the facility will be 905.45 making the system capable of storing a total of approximately 2.48 ac-ft. The development area will require approximately 1.45 ac-ft of proposed detention required (See the HydroCAD Detention report in the Appendix) at a HWL of 904.00. Conservatively, the existing 0.86 ac-ft of detention has been added to the proposed for a total of 2.31 ac-ft required and less than the 2.41 ac-ft provided. A new outlet restrictor structure with a 2-year (allowable release rate of 0.04 cfs/acre) and 100-year restrictor (allowable release rate of 0.15 cfs/acre) will be provided. It is not anticipated the basin along the south property line will be disrupted by the proposed development.

# APPENDIX 1 – HydroCAD Report




Proposed Development Area

Detention Basin

Subcat Reach Pond Link

**Routing Diagram for M21146B Pr. Detention**
Prepared by MeritCorp, LLC, Printed 6/19/2026
HydroCAD® 10.20-9a s/n 13581 © 2026 HydroCAD Software Solutions LLC

## Area Listing (all nodes)

| Area (acres) | CN | Description (subcatchment-numbers) |
|---|---|---|
| 0.452 | 80 | >75% Grass cover, Good, HSG D (1S) |
| 2.289 | 98 | Impervious (1S) |
| **2.741** | **95** | **TOTAL AREA** |

## Summary for Subcatchment 1S: Proposed Development Area

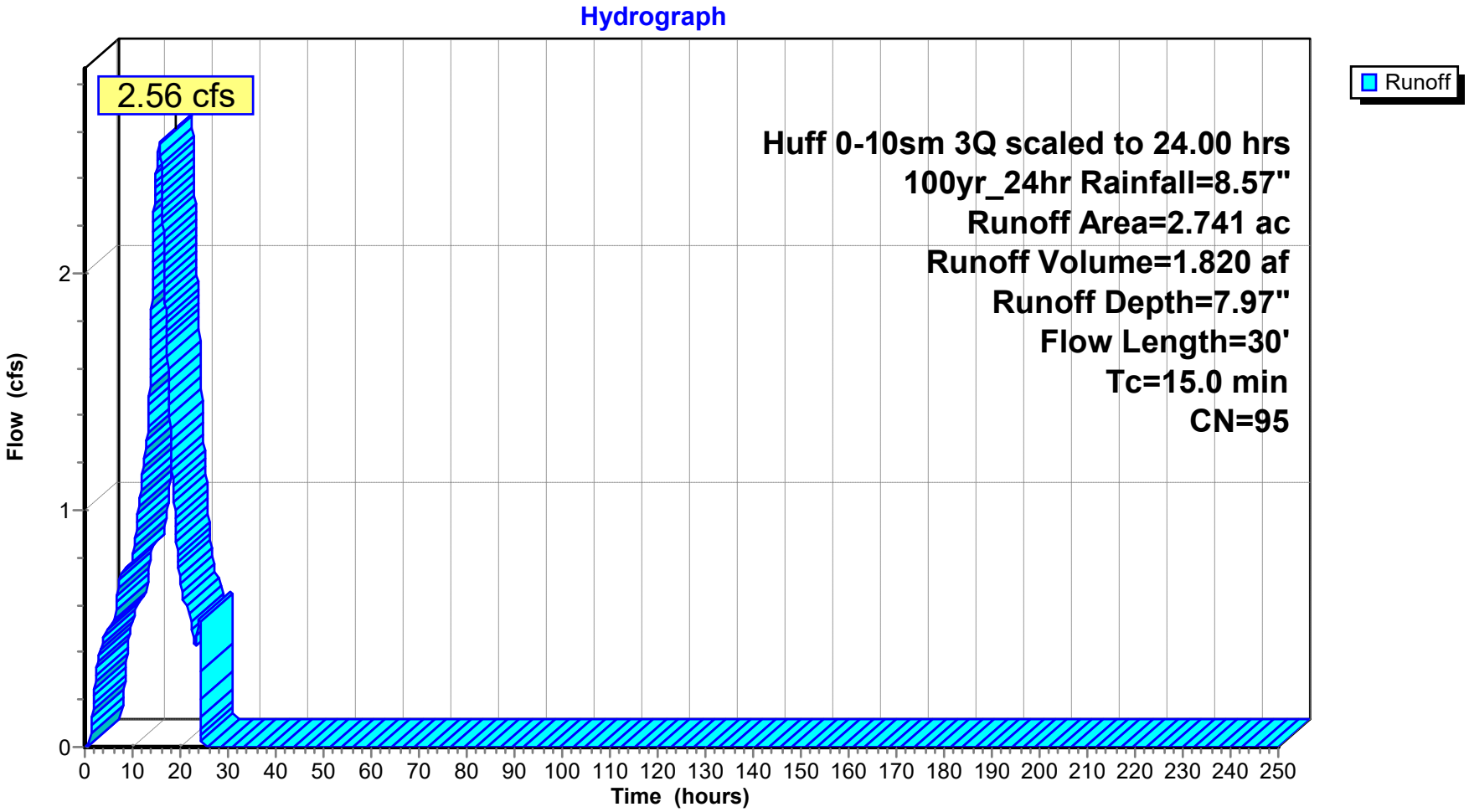
Runoff = 2.56 cfs @ 15.74 hrs, Volume= 1.820 af, Depth= 7.97"
Routed to Pond 2P : Detention Basin

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-250.00 hrs, dt= 0.05 hrs
Huff 0-10sm 3Q scaled to 24.00 hrs 100yr_24hr Rainfall=8.57"

| | Area (ac) | CN | Description |
|---|---|---|---|
| * | 2.289 | 98 | Impervious |
| | 0.452 | 80 | >75% Grass cover, Good, HSG D |
| | 2.741 | 95 | Weighted Average |
| | 0.452 | | 16.49% Pervious Area |
| | 2.289 | | 83.51% Impervious Area |

| Tc (min) | Length (feet) | Slope (ft/ft) | Velocity (ft/sec) | Capacity (cfs) | Description |
|---|---|---|---|---|---|
| 15.0 | 30 | | 0.03 | | **Direct Entry, Assumed** |

## Subcatchment 1S: Proposed Development Area



## Summary for Pond 2P: Detention Basin

Inflow Area = 2.741 ac, 83.51% Impervious, Inflow Depth = 7.97" for 100yr_24hr event
Inflow = 2.56 cfs @ 15.74 hrs, Volume= 1.820 af
Outflow = 0.41 cfs @ 24.16 hrs, Volume= 1.795 af, Atten= 84%, Lag= 505.5 min
Primary = 0.41 cfs @ 24.16 hrs, Volume= 1.795 af

Routing by Stor-Ind method, Time Span= 0.00-250.00 hrs, dt= 0.05 hrs
Peak Elev= 904.00' @ 24.16 hrs Surf.Area= 0.708 ac Storage= 1.450 af

Plug-Flow detention time= 2,594.1 min calculated for 1.795 af (99% of inflow)
Center-of-Mass det. time= 2,585.7 min ( 3,426.5 - 840.9 )

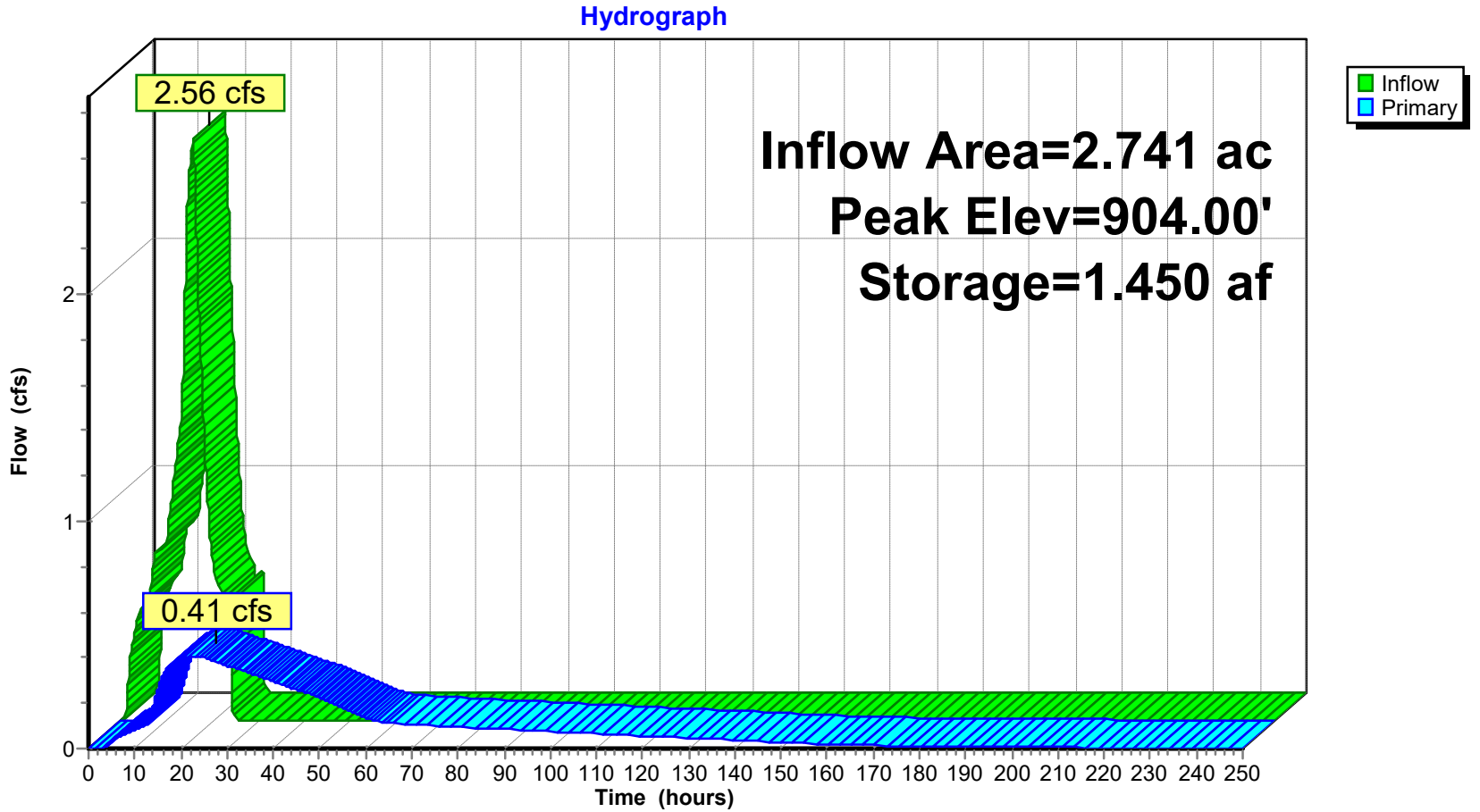
| Volume | Invert | Avail.Storage | Storage Description |
|---|---|---|---|
| #1 | 901.95' | 2.478 af | **Custom Stage Data - Underground Storage (Prismatic)** Listed below (Recalc) |

| Elevation (feet) | Surf.Area (acres) | Inc.Store (acre-feet) | Cum.Store (acre-feet) |
|---|---|---|---|
| 901.95 | 0.708 | 0.000 | 0.000 |
| 902.00 | 0.708 | 0.035 | 0.035 |
| 903.00 | 0.708 | 0.708 | 0.743 |
| 904.00 | 0.708 | 0.708 | 1.451 |
| 905.36 | 0.708 | 0.963 | 2.414 |
| 905.45 | 0.708 | 0.064 | 2.478 |

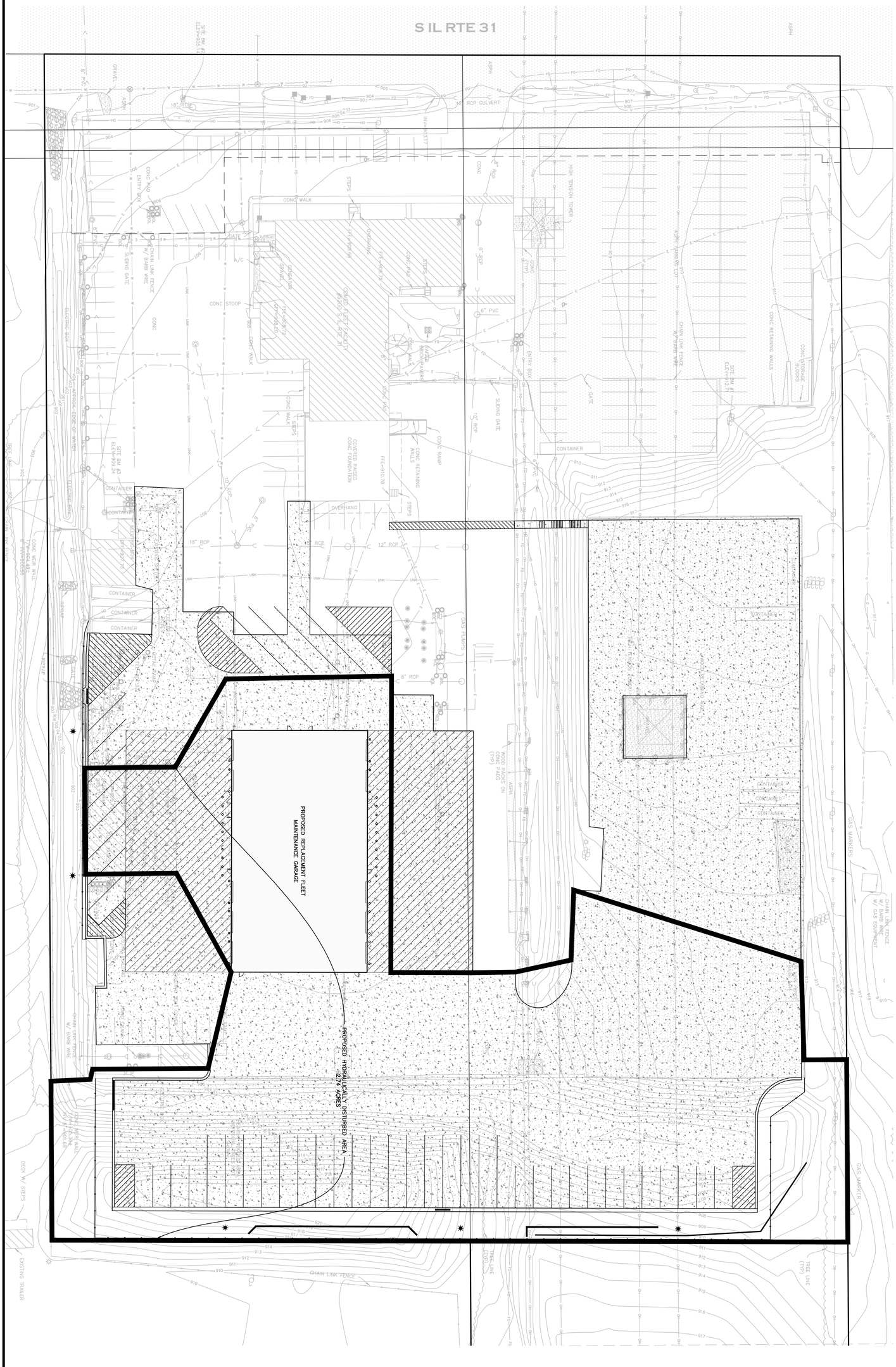
| Device | Routing | Invert | Outlet Devices |
|---|---|---|---|
| #1 | Primary | 901.80' | **12.0" Round RCP_Round 12"** L= 10.0' RCP, end-section conforming to fill, Ke= 0.500<br>Inlet / Outlet Invert= 901.80' / 901.70' S= 0.0100 '/' Cc= 0.900 n= 0.013, Flow Area= 0.79 sf |
| #2 | Primary | 904.00' | **6.0' long x 0.5' breadth Broad-Crested Rectangular Weir**<br>Head (feet) 0.20 0.40 0.60 0.80 1.00<br>Coef. (English) 2.80 2.92 3.08 3.30 3.32 |
| #3 | Device 1 | 901.95' | **2.2" Vert. 1-13/32" Orifice** C= 0.610 Limited to weir flow at low heads |
| #4 | Device 1 | 902.73' | **2.8" Vert. Orifice/Grate** C= 0.610 Limited to weir flow at low heads |

**Primary OutFlow** Max=0.41 cfs @ 24.16 hrs HW=904.00' (Free Discharge)
- **1=RCP_Round 12"** (Passes 0.41 cfs of 4.93 cfs potential flow)
  - **3=1-13/32" Orifice** (Orifice Controls 0.18 cfs @ 6.85 fps)
  - **4=Orifice/Grate** (Orifice Controls 0.22 cfs @ 5.25 fps)
- **2=Broad-Crested Rectangular Weir** ( Controls 0.00 cfs)

## Pond 2P: Detention Basin



# APPENDIX 2 – Development Area Exhibit




NORTH

1" = 30' GRAPHIC SCALE

**COMED CRYSTAL LAKE**
**REPLACEMENT FLEET MAINTENANCE GARAGE AND RELATE SITE IMPROVEMENTS**
**5100 S IL RTE 31**
**CRYSTAL LAKE, IL 60014**

**DEVELOPMENT AREA EXHIBIT**

PROJECT NO.M211146B
DRAWN BY: CLS
CHECKED BY: CLS
SHEET NO. 1/1

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| DATE: | DESCRIPTION: |
|---|---|
| 05/06/2026 | ISSUED FOR REVIEW |
| 06/19/2026 | ISSUED FOR REVIEW |

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**Agenda Item No: 15**

# City Council
# Agenda Supplement

---

**Meeting Date:** September 15, 2026

**Item:** Encroachment Agreement with Kona Solar Project for the Properties at 13-36-100-010 and 13-36-100-015

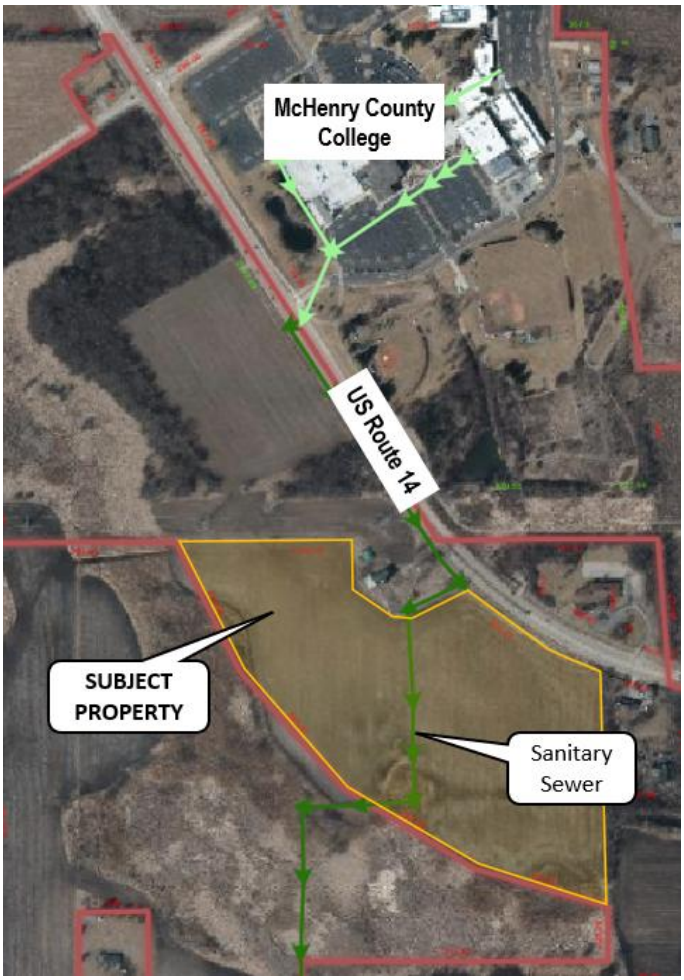
**Staff Recommendation:** Motion to adopt a Resolution authorizing the City Manager to execute an encroachment agreement with Kona Solar Project for the properties at 13-36-100-010 and 13-36-100-015

**Staff Contact:** Matt Farmer, P.E., Director of Public Works and Engineering

---

**Background:**

Kona Solar Project is constructing a solar power generation system on two parcels (13-36-100-010 and 13-36-100-015) located outside the city limits within McHenry County. The County approved a conditional use permit for this project on September 16, 2025. The City has an existing ten-foot-wide easement that runs through the property. This easement contains City sanitary sewer from McHenry County College south towards the lift station along IL Route 176.




Kona Solar Project is leasing the property from the current owner to construct a solar power generation system consisting of fencing, conductors and roads. To construct the project, they are requesting permission from the City to encroach upon the existing easement, through the attached Encroachment Agreement. The City's sanitary sewer will remain intact and not be required to be relocated. The following conditions are outlined in the encroachment agreement:

- The City will retain access to the easement area at all times with written

notice provided to Kona Solar Project. In emergencies, no notice will be required.

- Kona Solar Project will install a Knox Box to provide the City with emergency access.
- A clear access route will always be maintained to accommodate City maintenance vehicles.
- No more than one underground schedule 80 PVC conduit electrical cables may cross the easement.
- Kona Solar Project assumes all risks for damage, injuries or losses to property or persons, except where caused by the City.
- No encroachments may be placed above or below the easement within five feet on either side.
- Kona Solar Project must conduct all activities in a manner that does not interfere with the City's access to its infrastructure.

The City's legal counsel has reviewed the encroachment agreement and has deemed it acceptable.

**Votes Required to Pass:**

Simple majority

# R E S O L U T I O N

**WHEREAS,** Nick and Joann Pappas own certain real property located at 13-36-100-010 and 13-36-100-015 which is located in McHenry County, outside the City of Crystal Lake city limits; and

**WHEREAS,** Kona Solar Project will be leasing the property to construct a solar power generation system; and

**WHEREAS,** McHenry County approved a conditional use permit for this use on September 16, 2025; and

**WHEREAS,** the City has a ten-foot-wide easement per document no. 625814 located through these properties; and

**WHEREAS,** the owners, Kona Solar Project and the City desire to enter into an Encroachment Agreement to allow Kona Solar Project to construct the solar power generation system;

**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 an encroachment agreement between the City of Crystal Lake and Kona Solar Project for properties 13-36-100-010 and 13-36-100-015.

DATED this 15th day of September, 2026.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
Haig Haleblian, MAYOR

SEAL

ATTEST

_____
Nick Hammonds, CITY CLERK

PASSED: September 15, 2026
APPROVED: September 15, 2026

Draft

Kona Solar Project, LLC
30 W. Hubbard Street, Suite 400
Chicago, IL 60654
Attn: Kiera Gavin

**STATE OF ILLINOIS**

**COUNTY OF McHENRY**

## ENCROACHMENT AGREEMENT

This Encroachment Agreement (this "**Agreement**") is made and entered into this __ day of _____, 2026, by and between City of Crystal Lake, an Illinois municipal corporation (hereinafter referred to as "**CITY**"), and Kona Solar Project, LLC, a Delaware limited liability company (hereinafter referred to as "**PERMITTEE**").

WITNESSETH THAT:

WHEREAS, Nick and Joann Pappas (collectively, the "**Owner**") are the owners of certain premises property in McHenry County identified by PINs 13-36-100-015 and 13-36-100-010 (the "**Subject Property**") and

WHEREAS, CITY is the holder of a ten feet (10') wide easement recorded in the McHenry County Recorder Office as Document No. 625814 (hereinafter referred to as the "**Easement**") over, under and across such portion of the Subject Property described in the Easement (the "**Easement Premises**"); and

WHEREAS, pursuant to the authority contained in the Easement, CITY has the right to construct, lay and maintain sanitary sewer mains, water mains, pipes, manholes and all necessary fittings over, across and through the Easement Premises (hereinafter referred to as the "**Facilities**"), for the purpose of transporting and moving sanitary sewage, including therein a right of ingress and egress in, over and across the Easement Premises for the purposes of upkeep, maintenance and repair; and

WHEREAS, PERMITTEE has entered into a lease with the Owner pertaining to the Subject Property and intends to construct a solar power generation system, consisting in part of fencing, conductors and roads (hereinafter referred to as the "**Encroachments**"), upon and within a portion of the confines of the Easement Premises, all as generally depicted on Exhibit "A"; and

WHEREAS, PERMITTEE has requested permission from CITY to maintain, use, and enjoy the Encroachments upon a portion of the Easement Premises; and

WHEREAS, CITY is willing to grant such permission upon the terms and conditions set forth as follows.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions hereinafter set forth, the parties hereto agree as follows:

1. CITY hereby grants permission to PERMITTEE, and PERMITTEE's agents, employees, contractors, successors and assigns, to maintain, operate and use the Encroachments upon the Easement Premises, subject to the following conditions:

A. CITY will retain access to the Easement Premises and the Facilities at all times upon prior written notice to PERMITTEE and, if PERMITTEE elects, in the presence of a PERMITTEE representative.

B. In the event of an emergency in connection with the operation of the Facilities, the CITY and its authorized agents and representatives may enter upon the Easement Premises without prior notice to the PERMITTEE, provided that the CITY provides notice to the PERMITTEE of its entrance upon the Easement Premises as soon as practical following the CITY's resolution of the emergency which necessitated such entry.

C. PERMITTEE will install a Knox Box, to be affixed to the fence entrance located upon the Subject Property which will provide the CITY with emergency access to the entrance upon the Subject Property.

D. PERMITTEE shall always ensure that a pathway which is suitable for the passage of CITY trucks and other trucks, vehicles or equipment necessary for the CITY to exercise any of the rights granted to CITY by the Easement shall be maintained, which will allow CITY access upon the Subject Property to the entirety of the Easement Premises.

E. PERMITTEE agrees that no more than one (1) underground conduit for electrical cables shall be installed which crosses under the Easement Premises and that such cables shall be installed in Schedule 80 PVC conduit.

F. PERMITTEE assumes all risks for damages, injuries, or loss to either property or persons, which may be incurred by PERMITTEE or its respective agents, invitees, or licensees present on or in the vicinity of the Easement Premises and in any way associated with the Encroachments, unless any such damages, injuries or loss are caused by CITY or its agents, invitees, employees or licensees.

G. Other than depicted in Exhibit A, no portion of the Encroachments can be installed over or upon the Easement Premises or on any portion of the Subject Property within five feet on either side of the Easement Premises which will block, impede or interfere with the passage of vehicles, equipment or personnel of the CITY or its authorized contractors from entering the CITY'S access to the EASEMENT premises or interfere with the rights granted to the CITY by the Easement.

E. PERMITTEE shall at all times conduct all its activities on said Easement Premises in such a manner as not to unreasonably interfere with or impede the operation of the

Facilities and/or the rights of CITY granted by the Easement in any manner whatsoever.

2. CITY agrees and acknowledges that Exhibit A may not represent an exact depiction of the nature and location(s) of the final, as-built Encroachments. CITY agrees to any such Encroachments so long as such Encroachments are reasonable in nature and location(s).

3. PERMITTEE agrees and acknowledges that nothing in this Agreement will obligate CITY to replace, remove, or relocate any of the Facilities as they exist and are located on, over or under the Easement Premises as of the date of this Agreement. PERMITTEE agrees that it shall reimburse CITY for the actually incurred and reasonable costs of all repairs required due to any damage caused to the Facilities directly caused by or resulting from PERMITTEE or its employees, agents or contractors performing construction, maintenance or repair activities on the Easement Premises. CITY will exclusively perform all repairs to the Facilities.

3. PERMITTEE agrees to indemnify, protect, and hold CITY, its parent, affiliates, subsidiaries, and their directors, officers, employees, representatives and agents harmless from and against any and all actions or causes of action, claims, demands, liabilities, loss, damage, injury, suit, proceeding, judgment, cost, or expense of whatever kind or nature, including but not limited to reasonable attorneys' fees, arising out of PERMITTEE's exercise of its rights granted by this Agreement, including but not limited to PERMITTEE'S negligence, except where such loss, cost, liability, or expense was caused by the negligence or willful misconduct of CITY or its agents, invitees, employees or licensees.

4. This instrument and the covenants and agreements herein contained shall extend to and be binding upon the heirs, executors, administrators, successors, and assigns of the parties and the benefits of this Agreement shall run with the land.

**[SIGNATURES ON IMMEDIATELY FOLLOWING PAGE]**

IN WITNESS WHEREOF, the parties have executed this instrument the day and year first above written.

**CITY:**

City of Crystal Lake,
an Illinois municipal corporation

By:_____

Name:_____

Title:_____

**STATE OF** _____)
) **ss.:**
**COUNTY OF** _____ )

On _____, 20__, before me, the undersigned, personally appeared _____ _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual [s] whose name[s] [is] [are] subscribed to the within instrument and acknowledged to me that the named individual executed the same in that named individual's capacity[ies], and that by the named individual's signature on the instrument, the individual[s], or the person upon behalf of which the individual[s] acted, executed the instrument.

_____
Notary Public

[OFFICIAL SEAL]

My commission expires: _____

**PERMITTEE:**

**Kona Solar Project, LLC,**
a Delaware limited liability company

By: _____

Name: DYLAN HABER

Title: AUTHORIZED PERSON

**STATE OF** Illinois )
) **ss.:**
**COUNTY OF** Cook )

On August 25, 2026, before me, the undersigned, personally appeared _____ Dylan Haber, personally known to me or proved to me on the basis of satisfactory evidence to be the individual [s] whose name[s] [is] [are] subscribed to the within instrument and acknowledged to me that the named individual executed the same in that named individual's capacity[ies], and that by the named individual's signature on the instrument, the individual[s], or the person upon behalf of which the individual[s] acted, executed the instrument.

[OFFICIAL SEAL]

OFFICIAL SEAL
CHRISTIANNA MICHELLE CASEY
Notary Public, State of Illinois
Commission No. 1020391
My Commission Expires
November 04, 2029

_____
Notary Public

My commission expires: Nov 9, 2029

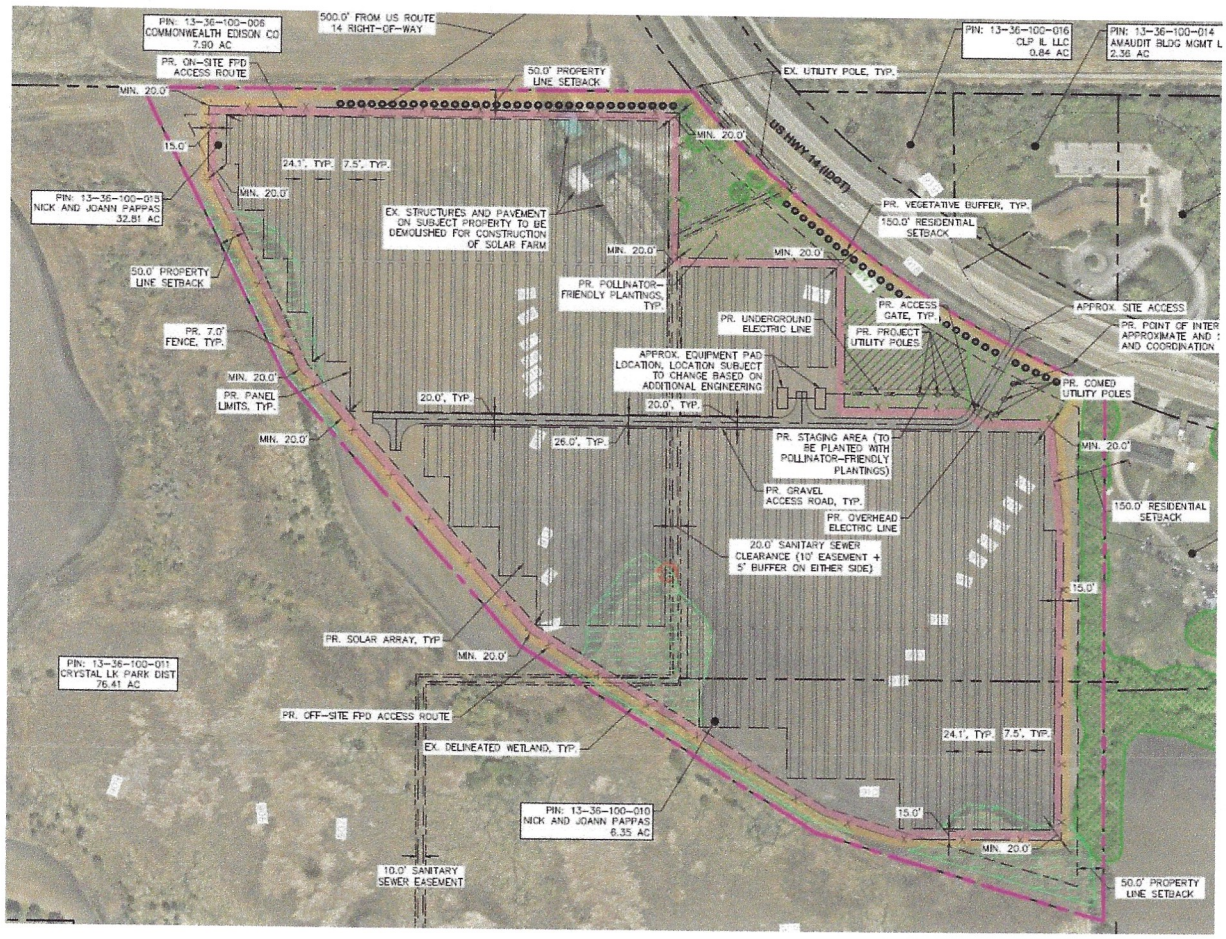
CONSENT OF OWNER.:

Owner, _____ hereby consents to the terms and conditions of this Encroachment Agreement.

_____

# Exhibit A

## Depiction of the Encroachments



**Agenda Item No: 16**

# City Council
# Agenda Supplement

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**Meeting Date:** September 15, 2026

**Item:** Capital Improvement Plan Presentation – Discussion Only

**Staff Contact:** Jodie Hartman, Director of Finance

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## Background:

Members of the Staff will provide an update on current and upcoming projects included in the draft Capital Improvement Plan (CIP).

Due to the high financial impact and long-term nature of capital projects, the City implemented a twenty-year CIP. The focus for funding will remain on the upcoming five-year budgetary cycle. The fifteen out-years will be used for planning purposes and ensuring funding is set aside for critical projects on the horizon. Pending any changes from City Council and/or Staff, the formal CIP will be released along with the budget later this fall.