CITY OF CRYSTAL LAKE
AGENDA

CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
July 20, 2010
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Presentation of Life Saving Awards to Staff Sergeant Daniel Hulata, Sergeant Steven Renje, and Officer Mark Szumanski.**

5. **Approval of Minutes – July 6, 2010 Regular City Council Meeting**

6. **Accounts Payable**

7. **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.

8. **Mayor's Report**

   a. **Ad Hoc Clean Air Counts Advisory Committee – Presentation of Bronze Level Plaque**

9. **Council Reports**

10. **Consent Agenda**

    a. **8307 Ridgefield Road – Annexation Public Hearing Continuation**
    b. **Resolution authorizing execution of License Agreements for Groundwater Monitoring Wells.**

11. **Kalor Mini Mart, 465 W. Virginia Street – City Code Amendment to increase the number of Class 13 liquor licenses.**

12. **Countryside Flower Shop and Nursery, 5301 E. Terra Cotta Avenue – Temporary Use Permit request for 2010 Special Promotions.**

13. **Crystal Lake Police Department – Temporary Use Permit request to hold the Crystal Lake Block Party as part of National Night Out and close Williams Street between Brink Street and Crystal Lake Avenue on July 31, 2010.**

14. **Ordinance modifying building and construction fees to promote the Neighborhood Stabilization Program.**

15. **Resolution authorizing execution of an Intergovernmental Agreement with McHenry County for James R. Rakow Road right-of-way acquisition and construction between Illinois Route 31 and Ackman Road.**

16. Charlie's Dog House, 140 W. Terra Cotta Avenue – Land Use Variation to allow Pet Care Service in the "M" Manufacturing zoning district.

17. Road Construction Update Presentation – Discussion Only

18. Greenway Infrastructure Planning Presentation – Discussion Only

19. Bid award and resolution authorizing execution of a contract for the 2010 Williams Street Sidewalk Rehabilitation Program, and allowing for a 10 percent contingency.

20. Bid award and resolution authorizing execution of a contract for the Congress Station Grading and Restoration Project, and allowing for a 10 percent contingency.

21. Proposal award and resolution authorizing execution of an agreement for Phase II Design Engineering services for the Illinois Route 176 at Briarwood Road Intersection Improvement and approval of changes in scope by 10 percent of the original price.

22. Resolution appropriating MFT funds for the Phase II Design Engineering services for the Illinois Route 176 at Briarwood Road Intersection Improvement.

23. Bid award and resolution authorizing execution of an agreement for the purchase of sailboats for Three Oaks Recreation Area.

24. Council Inquiries and Requests

25. 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.

26. Reconvene to Regular Session.

27. Adjourn

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

Agenda Item No: 4

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Presentation of Life-Saving Awards to Police Staff Sergeant Daniel Hulata, Sergeant Steven Renje, and Officer Mark Szumanski

Staff Recommendation: Recognition and presentation of life-saving awards to the above members of the Police Department for rescuing and reviving two citizens from life threatening events.

Staff Contact: David Linder, Chief of Police
Eugene Lowery, Deputy Chief of Police

Background:

1) On the evening of Thursday, June 10, 2010 at approximately 1652 hours, police units had been summoned to a private residence in the 700 block of Oak Court for a suicide attempt in progress. Upon arrival, Officer Mark Szumanski, Staff Sergeant Dan Hulata, and Sergeant Steven Renje discovered that a 56 year old resident, despondent over recent financial difficulties, had locked himself in his garage with vehicle engines running. Officers observed heavy smoke inside the garage and were unable to make contact with the subject inside. A side door to the garage was forced open by the officers who entered the garage to locate the subject. Although their ability to locate the subject was seriously hampered by the thick smoke, requiring several attempts, they were successful and carried out the unconscious subject to safety. Officers positioned the subject to cause and maintain an open airway and monitored his status until paramedics could arrive. This subject was transported to an area hospital, where he recovered.

   Officer Szumanski, Staff Sergeant Hulata, and Sergeant Renje are recognized for their life-saving efforts. Had they not responded to this emergency situation and applied their knowledge and training as they did, the likelihood that this individual would have survived would have been slim to none. Their selflessness, courage, and commitment to their sworn oaths bear recognition from their supervisors, admiration of their peers, and an

acknowledgment of gratitude from our community for a job well done. Their actions bring credit to the Crystal Lake Police Department and to the law enforcement profession, and should serve as an example to all those who have made the commitment of wearing the badge of a police officer and have sworn to serve and protect their fellow man, if even from themselves.

2) On the evening of Friday, June 11, 2010, an officer responded to a private residence in the 500 block of Eletson Drive to a report of a subject found not breathing. As Officer Mark Szumanski arrived, he was directed to the basement of the home. He found the resident, a 56 year old male, with a history of a seizure disorder, to have no pulse and not to be breathing, and his skin tone turning blue. Officer Szumanski immediately began cardio pulmonary resuscitation (CPR). Continuing with CPR, the officer recognized the victim to begin breathing on his own, though labored. He maintained the subject's airway until relieved by responding paramedics. The subject was transported by paramedics to an area hospital for continued treatment.

   Officer Szumanski is recognized for his life-saving efforts. Had it not been for his swift response, teamwork and appropriate application of his trained skills, the likelihood that this individual would have survived would have been significantly reduced. Exemplary actions such as these bring credit to the Crystal Lake Police Department, to all first responders, and enhance the safety, security and quality of life citizens of the City of Crystal Lake have come to enjoy.

Recommendation:

It is staff's recommendation to recognize the life-saving efforts of these Police Officers, and present them with the Life-Saving Award and uniform insignia.

Votes Required to Pass:

Simple Majority

Agenda Item No: 8a

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Ad Hoc Clean Air Counts Advisory Committee – Presentation of Bronze Level Plaque

Staff Contact: Brad Mitchell, Assistant to the City Manager

Background:

The City Council will present to the Crystal Lake Ad Hoc Clean Air Counts Advisory Committee a plaque awarded to the City for achieving bronze level status in the Clean Air Counts program.

As the City Council may recall, in September 2007, the Council formed an Ad Hoc Clean Air Counts Advisory Committee. The purpose of the Committee is to assist the City in meeting the goals of the Clean Air Counts Campaign, which the City became a member of in August 2007. Attached, as Exhibit A, is a list of the City's Ad Hoc Clean Air Counts Advisory Committee members.

As part of the Clean Air Counts Campaign, there are four membership levels a community can achieve: bronze, silver, gold and platinum (Exhibit B). In November 2008, upon City Council approval, the Committee submitted an application for bronze level status (Exhibit C). In February 2009, the City's Ad Hoc Clean Air Counts Advisory Committee achieved bronze level member status (Exhibit D). The City was just recently given the plaque awarding bronze level status.

Agenda Item No: 10a

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Gramme/Topps Annexation Public Hearing Continuation

Heidi Gramme and Anthony Topps, petitioners
8307 Ridgefield Road, Crystal Lake

Recommendation: Motion to continue the petitioner's request to the August 17, 2010, City Council meeting for the Annexation Public Hearing.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

Background: The property in question is approximately 3.25 acres in area, located on Ridgefield Road, just south of Tartan Drive. The property is surrounded by the McHenry County College property on three sides. It is located in unincorporated McHenry County and zoned "A-1" under the County's Zoning Ordinance. Currently, the property is improved with a two-story residence, a number of accessory structures (including a garage, an out-building and several sheds) and an in-ground swimming pool. The petitioner is requesting rezoning upon annexation to the "W" Watershed district and Minor Subdivision approval to create one additional lot.

The petitioner respectfully requests that this matter be continued to the August 17, 2010, City Council meeting for the Annexation Public Hearing. The petitioner is working with the McHenry County Highway Department to understand the requirements relative to right-of-way dedication and other conditions in relation to Ridgefield Road, which is under the County's jurisdiction. Some additional time is requested to get this information finalized.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 10b

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: License Agreements for Groundwater Monitoring Wells.

Staff Recommendation: Motion approving License Agreements for Groundwater Monitoring Wells and adopting a resolution authorizing the City Manager to execute the License Agreements for Groundwater Monitoring Wells.

Staff Contact: Victor Ramirez, Director of Engineering and Building

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Background:
The City is installing six new groundwater monitoring wells within the Crystal Lake Watershed as outlined within the City's Watershed Design Manual Implementation Plan. The purpose of the new groundwater monitoring wells is to establish a baseline regarding water quality and quantity within the watershed. As the watershed develops, this baseline will be utilized to ensure developments do not impact the existing water quality and quantity reaching the lake. The proposed groundwater monitoring wells will be two inches in diameter and extend approximately ten feet deep. Sampling will be completed by the City's Public Works division approximately four times per year. The attached license agreements are for the installation and maintenance of the groundwater monitoring as well as providing access for sampling on each property.

The City Attorney has reviewed the attached documents.

Votes Required to Pass:

Simple Majority

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute License Agreements for Groundwater Monitoring Wells.

DATED this 20th day of July, 2010

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED:
APPROVED:

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: City Code Amendment to Increase the Number of Class "13" Liquor Licenses– Applicant: Kalor Mini Mart, 465 W. Virginia Street

Staff Recommendation: Motion to adopt an ordinance increasing the number of Class "13" Liquor Licenses from the current permitted 16 licenses to 17 licenses.

Staff Contact: George Koczwara, Deputy City Manager

Background:
The City has received a request from Kalor Mini Mart for the Council to consider the adoption of an ordinance providing for an amendment to the liquor license restriction provisions of the City Code, increasing the number of Class "13" liquor licenses from the current 16 licenses to 17 licenses, to allow the sale of alcoholic liquor, in packages only, on the premises of Kalor Mini Mart, located at 465 W. Virginia Street in the multi-tenant plaza just east of Dole Avenue. A map noting the location of Kalor Mini Mart and surrounding establishments is attached for your review.

Section 329-5-M of the City Code permits the issuance of a Class "13" liquor license, which authorizes the sale of alcoholic liquors on the premises specified in the license in packages only but not for consumption on the premises where sold between the hours of 7:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday, Friday and 7:00 a.m. Saturday and 2:00 a.m. Sunday and 7:00 a.m. Sunday and 2:00 a.m. Monday.

Other current Class "13" liquor license holders include 7-Eleven (60 W. Terra Cotta), Cardinal Wine & Liquors, Convenient Food Mart, Cost Plus World Market, Crystal Lake Food & Liquor, CVS Pharmacy, Dominick's Finer Foods, General Store, LaRosita of Crystal Lake, Oak Street Food & Liquor, Open Pantry/Shell, Osco Drug, Sam's Club, Target, Teddy's Liquors, and Wal-mart.

Votes Required to Pass:
Simple majority

DRAFT

ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE, ILLINOIS

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE as follows:

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

1. Class 13 License shall be increased from 16 to 17.

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

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

DATED at Crystal Lake, Illinois, this 20th day of July, 2010.

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED: July 20, 2010

APPROVED: July 20, 2010

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

city\code amendment liquor class 15 increase

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Countryside Flower Shop and Nursery Temporary Use Permit request for 2010 Special Promotions.

Recommendation: Motion to approve the Temporary Use Permit for the Countryside Flower Shop and Nursery 2010 Special Promotions, pursuant to the recommendations below.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development
James Richter II, Assistant Director of Economic Development

Background: Countryside Flower Shop and Nursery is celebrating their 50th Anniversary of serving the Crystal Lake community. They are requesting a Temporary Use Permit to allow special promotions throughout the remainder of this year (2010). This type of TUP request conserves City resources by allowing all promotions to be reviewed simultaneously through a single review.

Staff has worked with the petitioner to come up with a promotional schedule that allows Countryside Flower Shop and Nursery the flexibility to commence promotions throughout the year, as needed, without being required to return to the City for individual approvals for each promotion. The applicant is requesting approval for six (6) total promotions throughout the year 2010, one during each month (July, August, September, October, November, and December). The Council has approved similar TUPs in the past for car dealerships.

The proposed schedule and the details for each of the events, including event length, and promotional items (banners and tents) are as follows:

2010 Promotional Schedule – Countryside Nursery

	July	Aug	Sept	Oct	Nov	Dec
Banners – 18" x 40" Temporary Mounted all month long	Yes	Yes	Yes	Yes	Yes	Yes
Outside display promo Tables out front, sale items	3 days	6 days	6 days	12 days	3 days	3 days

The applicant is also requesting a waiver from the requirement to obtain sign permits for the banners due to the time constraints. As a compromise, the Building Division would like the applicant to notify the City when they will be installing the temporary banners and the tents in order to track the petitioner's progress on the promotional events.

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

1. The Temporary Use Permit shall be valid during the 2010 calendar year.
2. The banner shown (18" x 40") is hereby approved for the duration of this Temporary Use Permit.
3. Provide a 20-foot access for emergency vehicles to gain access to the building, Fire Rescue Department connection, and the event site. The tents may need to be adjusted.
4. If a tent is to be used, there shall be a 12-foot separation from other tents, canopies, and the parking of cars. All tents/canopies shall be anchored using stakes, sand, or concrete blocks.
5. If there will be any food vendors, they will require approval from the McHenry County Health Department.
6. All electrical connections and lighting shall comply with the 2005 National Electric Code.
7. Banners should be positioned so as not to prohibit sight lines. The banners shall be kept at least 6 feet from the fire hydrant located along the frontage of this property.

The applicant has been made aware of these recommended conditions and will be attending the July 20, 2010 City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Crystal Lake Police Department Temporary Use Permit to allow a Special Promotion.

Recommendation: Motion to approve the Temporary Use Permit for the Crystal Lake Police Department to allow a Special Promotion (Crystal Lake Block Party as part of National Night Out) and street closure of Williams Street between Brink Street and Crystal Lake Avenue pursuant to the recommendations listed below.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

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Background: The City of Crystal Lake Police Department has applied for a Temporary Use Permit to allow a Special Promotion to hold the Crystal Lake Block Party as part of National Night Out. The event is to be held on Williams Street between Brink Street and Crystal Lake Avenue on July 31, 2010 between 3 p.m. and 11 p.m. The event will include a live band, food vendors, and games.

The businesses in the area were contacted. Most of the business owners were enthusiastic about the event, and were looking forward to attending.

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

1. The Temporary Use Permit shall be valid on July 31, 2010 from 3:00 p.m. to 11:00 p.m.
2. The event shall be in accordance with the attached site plans.
3. Vendors are not allowed to tie into the Downtown lighting system for electrical needs and will need to supply their electrical power via generators.
4. All electrical shall comply with the 2005 National Electric Code and is subject to an inspection prior to starting the event.
5. Signs shall not obstruct the view of traffic or be attached to utility poles.
6. No liquor shall be served at the event.
7. The applicant is responsible for obtaining all necessary McHenry County Health Department permits.
8. The applicant shall provide adequate trash receptacles, which need to be emptied on a regular basis throughout the event, and clean up after the event. Downtown amenities and landscaping shall 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 need to be provided for waste, if present.)

9. Any additional permits or requests for signage shall be made through the Building Division.
10. The event organizer shall schedule a meeting with the Fire Prevention Bureau at least one week prior to the event (815-356-3640 ext. 4147). An inspection by the Fire Rescue Department is required prior to the event. The Fire Prevention Bureau shall be contacted regarding cooking and other requirements for tents and canopies.
11. Provide approved access for emergency vehicles to gain entry to the event as well as maintain access to the existing structures. This shall include a minimum 20-foot access in the parking areas serving the alley to the rear of Williams Street and the Brink Street lot near the Raue Center. *Williams Street cannot be completely blocked as shown in the site plan presented.*
12. All tents/canopies shall be properly anchored with water barrels, stakes, sand, or concrete blocks.
13. Provide an additional fire extinguisher on site sized no less than 2A10BC other than the K-class extinguisher. The fire extinguisher must be secured and easily accessible.
14. No items are to be located on the sidewalks.
15. Signs indicating the road closures are to be posted a minimum of 24 hours prior to the event.
16. All directly affected businesses should be notified of road closure as far in advance as possible.

The applicant has been made aware of these recommended conditions and advised to attend the July 20, 2010, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Neighborhood Stabilization Program Building Permit Fee Waiver Request

Staff Recommendation: Motion to adopt a Resolution modifying building and construction fees to promote the Neighborhood Stabilization Program.

Staff Contact: George J. Koczwara, Deputy City Manager

Background:

Attached is a letter from McHenry County requesting the waiver of building permit fees for a property that has been acquired through the Neighborhood Stabilization Program (NSP). In 2008, McHenry County received a one-time special allocation from the Department of Housing and Urban Development (HUD) for the NSP. This grant allows the County, in partnership with the Corporation for Affordable Homes of McHenry County (CAHMCO) and Consumer Credit Counseling Services (CCCS), to purchase and rehab residential structures that have been abandoned and foreclosed upon, in order to resell or rent the properties.

The NSP is intended to provide emergency assistance to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within communities. The NSP provides grants to purchase foreclosed or abandoned homes and to rehabilitate, resell, or redevelop these homes in order to stabilize neighborhoods and stem the decline of house values of neighboring homes. Grant funds under NSP have been allocated to McHenry County to carry out specific eligible activities aimed at stabilizing distressed neighborhoods. McHenry County has contracted with CAHMCO to administer McHenry County's NSP funds. CAHMCO was also awarded additional NSP funds from the State of Illinois. Collectively, CAHMCO is responsible to administer nearly $5 million in funds to invest in vacant, foreclosed homes in McHenry County. These homes will be renovated and made available for sale or rent to qualified individuals and families.

CAHMCO will have 18 months to obligate all funds for Eligible Activities and will have 4 years to complete all activities.

- All activities funded by NSP must benefit low and moderate income persons whose income does not exceed 120% of the area median income.
- At least 25% of the funds appropriated for the redevelopment of abandoned or foreclosed homes or residential property will be used to house individuals or families whose income does not exceed 50% of the area median income. However, the State has set an additional goal to target up to 40% of the funds to benefit households whose income does not exceed 50% of the area median income.
- NSP funds cannot be used to prevent foreclosures.

CAHMCO has begun the process of searching for qualified homes in McHenry County, including in the City of Crystal Lake. Because of Federal requirements, only certain areas in Crystal Lake appear to be eligible for this program. CAHMCO has indicated that homes completed in this program will be move-in ready, include energy efficiency upgrades and will have roof and infrastructure replacements to ensure that kind of work will not be needed within at least five years of moving in.

In addition to the property at 377 Pierson Street, CAHMCO and McHenry County hope to acquire and rehabilitate additional properties in Crystal Lake. The attached Resolution would waive building permit fees for properties being rehabilitated through the Neighborhood Stabilization Program.

Votes Required to Pass:
Simple majority

DRAFT

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE MODIFYING BUILDING AND CONSTRUCTION FEES TO PROMOTE THE FEDERAL NEIGHBORHOOD STABILIZATION PROGRAM (NSP)

WHEREAS, Chapter 241 of the Code of the City of Crystal Lake authorizes the City Council to establish fees and fee schedules for permits, inspections, re-inspections and other activities relating to the regulation of building and construction activities in the City of Crystal Lake (hereinafter the "building and construction fees"); and

WHEREAS, pursuant to the aforesaid authority, the City Council has heretofore established building and construction fees for work and construction activities pursuant to the Code of the City of Crystal Lake (collectively referred to herein as the "Crystal Lake Building Codes"); and

WHEREAS, the City of Crystal Lake recognizes and accepts its responsibility to implement and promote building practices that protect Crystal Lake's natural and built environment; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has developed the "Neighborhood Stabilization Program" for the purposes of assisting geographic areas that have been impacted by the number of foreclosures; and

WHEREAS, in 2008, McHenry County received a one-time special allocation from the Department of Housing and Urban Development (HUD) for the Neighborhood Stabilization Program. This grant allows the County, in partnership with the Corporation for Affordable Homes of McHenry County (CAHMCO) and Consumer Credit Counseling Services (CCCS), to purchase and rehab residential structures that have been abandoned and foreclosed upon, in order to resell or rent the properties; and

WHEREAS, McHenry County has purchased, and intends on purchasing additional property in Crystal Lake under the Neighborhood Stabilization Program in order to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight.

WHEREAS, the City Council hereby finds and determines that it is in the public's interest and general welfare for the City to cooperate with McHenry County in the Neighborhood Stabilization Program, and to waive collection of the building and construction fees for such work as described in Section 1 below of this Resolution.

DRAFT

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Crystal Lake as follows:

1. Any building and construction permit fees imposed and required hereunder as part of the purchase and rehab of residential structures that have been acquired under the Neighborhood Stabilization Program are waived.

2. The waiver of the fees specified in Section 1 of this Resolution, shall apply to any complete permit applications received by, or permits issued by, the Building Division of the Engineering and Building Department, on or after the approval of this Resolution.

3. Except as expressly set forth herein, nothing contained in this Resolution shall be deemed to waive any fees otherwise required by any other provision of law, nor otherwise waive compliance with any other applicable provisions of the Code of the City of Crystal Lake.

DATED at Crystal Lake, Illinois, this 20th day of July, 2010

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED:

APPROVED:

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Intergovernmental Agreement for Right-of-Way Acquisition and Construction of James R. Rakow Road Improvements from Ackman Road to Illinois Route 31

Staff Recommendation: Motion to adopt a resolution authorizing the City to enter into an Agreement between the City of Crystal Lake and County of McHenry for the James R. Rakow Road Right-of-Way Acquisition and Construction between Illinois Route 31 and Ackman Road.

Staff Contact: Victor C. Ramirez, Director of Engineering and Building
Eric Lecuyer, Director of Public Works

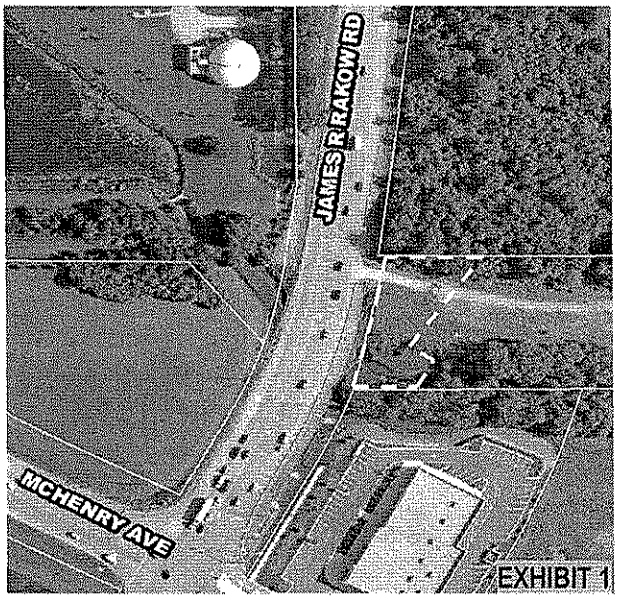
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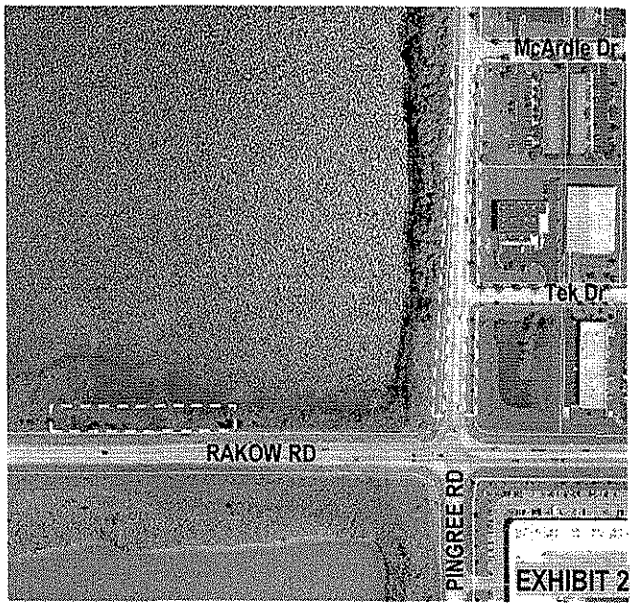
The McHenry County Division of Transportation (MCDOT) is on schedule to construct the Rakow Road improvements, from Ackman Road to Illinois Route 31, in the spring of 2011. Rakow Road is under the jurisdiction of the County as well as Ackman Road, Pyott Road, and Virginia Road. McHenry Avenue and Pingree Road are under the jurisdiction of the City and Illinois Route 31 is under the jurisdiction of the State.

An intergovernmental agreement (IGA) between MCDOT and the City has been prepared and reviewed by staff at both agencies. The intergovernmental agreement addresses matters for both right-of-way and construction. The following summarizes the agreement:

1. *Property Conveyance* – The City agrees to convey, at no cost, a 0.422 acre parcel of property which has an appraised value of $16,000, as shown on Exhibit 1. This was a portion of the property to be given to the McHenry County Conservation District (MCCD) per a separate agreement. The transfer by the City eliminates a number of time-consuming delays that would have occurred had it been a conveyance from the MCCD.
2. *Temporary Easements for Vegetative Swales* – Temporary easements shall be granted to the County, at no cost, for construction of roadway drainage features. The temporary easements are located along Rakow Road south of Three Oaks Recreation Area and along Pingree Road, as shown on Exhibit 2.

3. *Maintenance of Vegetated Areas and Drainage Pipes/Structures* – The City agrees to maintain the vegetated areas and the County agrees to maintain the drainage pipes and structures located in the areas shown on Exhibit 2. The City shall grant the County right-of-entry into the temporary easement areas in perpetuity for the County to be able to maintain said drainage pipes and structures.

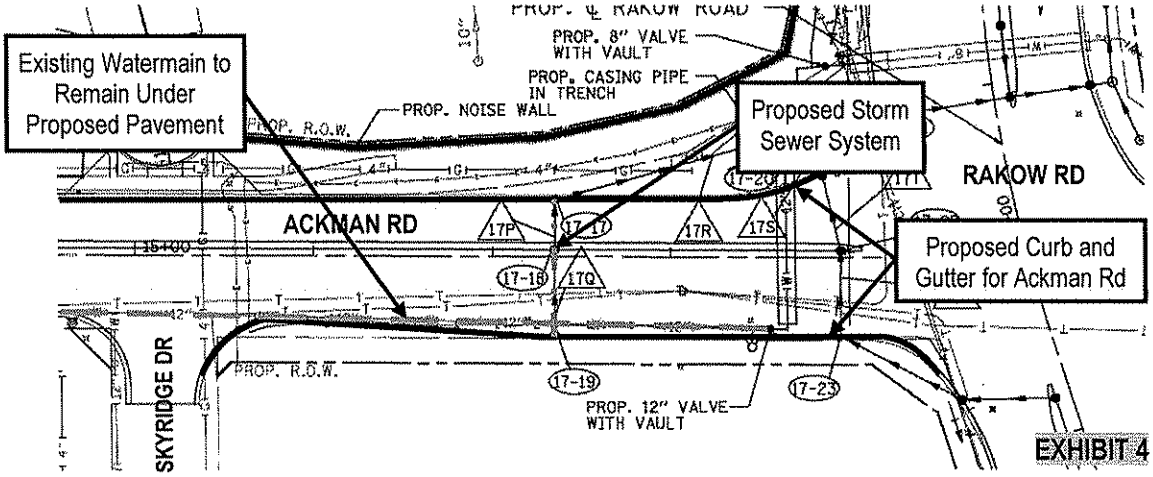




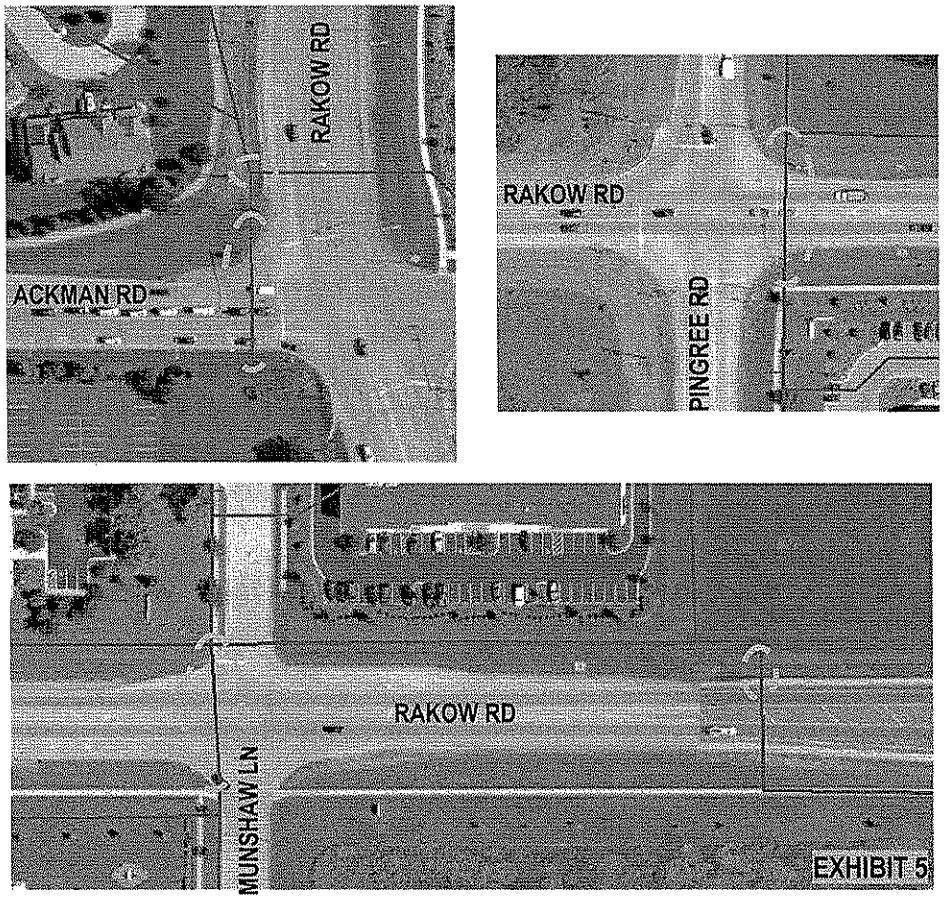
4. *Temporary Easement for Roadway Detention Facility* – A temporary easement shall be granted to the County for property near the Wastewater Treatment Facility, as shown on Exhibit 3. The temporary easement shall be in effect through the completion of construction operations.
5. *Maintenance of Roadway Detention Facility* – The City shall grant the County access to the temporary easement area shown on Exhibit 3 for the County to maintain the detention facility.



6. *City's Watermain Under Ackman Road* – The City agrees to reimburse the County for costs associated with improving the storm sewer system to allow the City's watermain to remain under Ackman Road, as shown on Exhibit 4. This cost is estimated at $13,000.

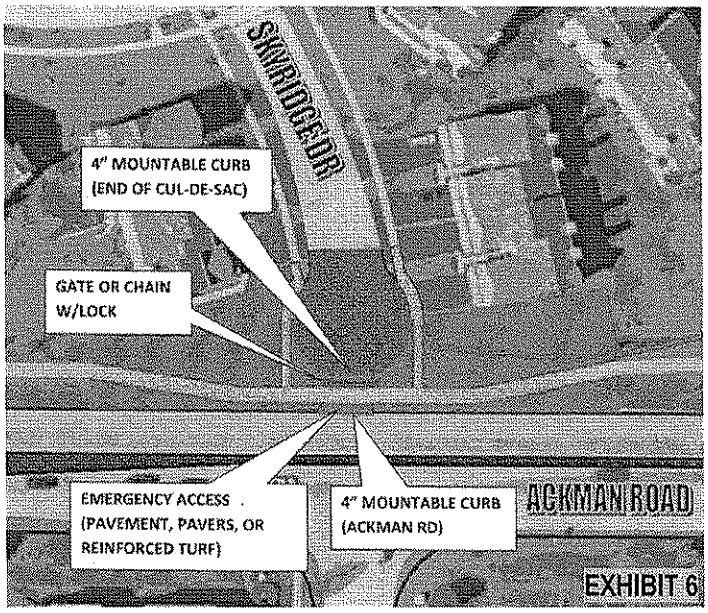


7. *Watermain Encasements* – The City agrees to pay a not-to-exceed amount of $394,000 plus 10 percent contingency to address watermain reinforcement and encasement to ensure the integrity of the watermain system. The locations are shown on Exhibit 5. The City will review and approve all plans and designs as well as inspect and sign-off on the construction of this watermain work.



8. *New Trees* – The County agrees to provide 190-240 trees to be planted by the City within five miles of the project.

9. *Emergency Access at Skyridge Drive* – The County agrees to provide a mountable curb at the end of the new cul-de-sac proposed for Skyridge Drive and on Ackman Road, a drivable emergency access parkway, and a gate for emergency vehicle access, as shown on Exhibit 6. The City agrees to maintain in perpetuity these emergency access improvements at its sole cost.



The County Transportation Committee approved the IGA at their meeting on July 7, 2010. The County Board will consider the IGA for approval at the County Board Meeting on July 21, 2010.

Votes Required to Pass:

Simple majority of City Council present.

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: REPORT OF THE PLANNING & ZONING COMMISSION

#2010-44 Charlie's Dog House

Request: Land Use Variation to allow Pet Care Service in the "M" Manufacturing zoning district.

Diana Schoeneck, Petitioner
140 W. Terra Cotta Avenue

PZC Recommendation: Motion to approve the Planning and Zoning Commission recommendation and adopt an ordinance granting the Use Variation for Pet Care Services for Charlie's Dog House at 140 West Terra Cotta Avenue.

Staff Contact: Michelle Rentzsch, Director of Planning and Economic Development

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Background: Charlie's Dog House is a dog daycare facility. They also would offer boarding, grooming and minimal retail sales, as ancillary uses. Pet Care Service is a Limited Use in the Farming, Estate, Office, General Commercial, Downtown Commercial, and Manufacturing Limited zoning districts. Since the use is not listed under the "M" Manufacturing zoning district, the petitioners have requested a Land Use Variation.

Since the use is typically considered a Limited Use, the UDO has a list of criteria that shall be met. The criteria are:

a) Leashing and control: All animals arriving at and leaving the property are to be leashed and under control at all times.

b) Boarding: All boarding shall be conducted inside of the principal building.

c) Outside run fencing: Outside run areas are to be fenced with at least a 6-foot tall solid wooden fence. Animals may be released to the outside run areas only between 6:00 a.m. and 9:00 p.m.

d) Animal waste: Animal waste on the exterior of the property must be removed on a daily basis and disposed of in a sealed container to prevent odors from affecting adjacent tenants or property owners.

e) Sound: Where located in multi-tenant buildings, the suite may be required to be sound

proofed to a level deemed appropriate by the Building Commissioner depending on the size of the kennel and adjacent uses.

f) Adjacent to residential properties: Where located immediately adjacent to residential properties, a Special Use Permit approval is required.

To meet the above requirements, the petitioners will construct an 8-foot high PVC fence around a 13 x 21 concrete area for an outside dog area. Waste is immediately cleaned up by staff to prevent other dogs from coming into contact with it. The building is well constructed and is adjacent to the railroad right-of-way, so sound will not be an issue.

PZC Highlights

The Commission members asked several questions about the day-to-day operations of a dog daycare. A commissioner commented that this is a logical land use variation because a manufacturing property allows the petitioner to meet the established limited use criteria of a stand-alone building with an outside play area.

The PZC made a motion for **approval (6-0),** with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Ken and Diana Schoeneck, received 6/7/10)
   B. Plat of Survey (Harrison & Associates, received 06/7/10)
   C. Floor Plan (Schoeneck, received 6/7/10)

2. The Land Use Variation is granted to allow Charlie's Dog House, as described in the application information. The use shall not be significantly increased, i.e., the addition of outdoor kennels or the conversion to a primarily retail operation without amending this request.

3. This petition must meet the Limited Use criteria for Pet Care Services.

4. The petitioner shall address any comments and requirements from the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A VARIATION
AT 140 W. TERRA COTTA AVENUE SUITE B

WHEREAS, pursuant to the terms of a Petition (File #2010-44) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the granting of a Use Variation from Article 2, Land Use of the Unified Development Ordinance, to allow a Pet Care Service as a Permitted Use in the M Manufacturing zoning district; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Variation(s) be granted as requested in said Petition.

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

Section I: That a Use Variation be granted from Article 2, Land Use of the Unified Development Ordinance, to allow a Pet Care Service as a Permitted Use in the M Manufacturing zoning district

at the property commonly known as 140 W. Terra Cotta Avenue Suite B, City of Crystal Lake, Illinois.

Section II: That the Variation be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Application (Ken and Diana Schoeneck, received 6/7/10)
   B. Plat of Survey (Harrison & Associates, received 06/7/10)
   C. Floor Plan (Schoeneck, received 6/7/10)

2. The Use Variation is granted to allow Charlie's Dog House, as described in the application information. The use shall not be significantly increased, i.e., the addition of outdoor kennels or the conversion to a primarily retail operation without amending this request.

3. This petition must meet the Limited Use criteria for Pet Care Services.

4. The petitioner shall address any comments and requirements from the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

DRAFT

Section III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the granting of a Variation 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 and approval as provided by law.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

_____
MAYOR

ATTEST:

_____
CITY CLERK

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

Agenda Item No: 17

City Council
Agenda Supplement

Meeting Date: July 20, 2010

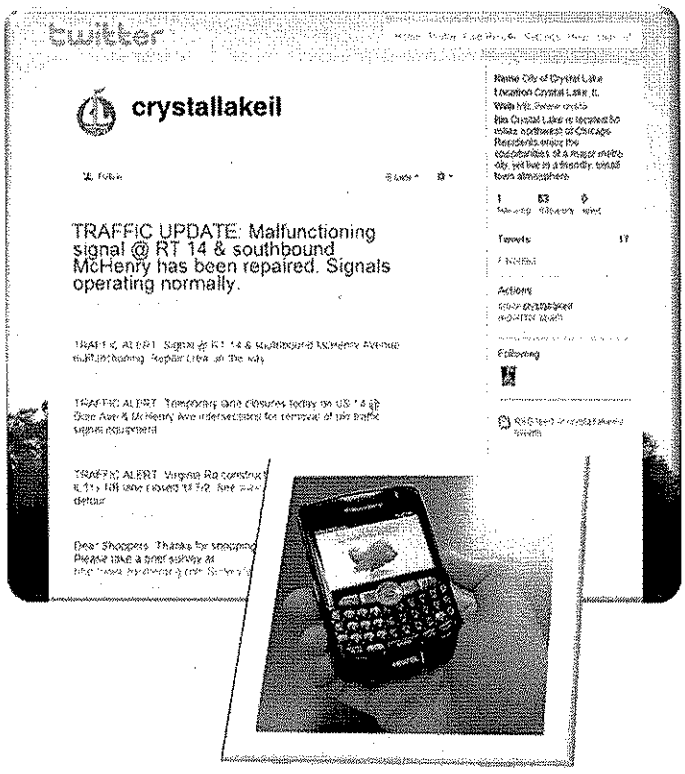
Item: Road Construction Update Presentation

Staff Contact: Erik D. Morimoto, Assistant City Engineer
Victor C. Ramirez, Director of Engineering and Building

Background:

As part of the Engineering Division's outreach with local businesses, Staff presented a summary of current and upcoming roadway projects to the Crystal Lake Chamber of Commerce Board on June 25, 2010. This presentation highlighted construction projects by the City of Crystal Lake, McHenry County Division of Transportation, and the Illinois Department of Transportation.

Given the complexity of planning many of the major roadway improvements in the region, Staff felt that this update provides the local businesses and the City Council with a current and comprehensive view of upcoming solutions to many of the transportation issues we face. The presentation also gave Staff an opportunity to introduce many of the recent outreach efforts by the City to help minimize the inconvenience that these road projects might have on local businesses. These efforts include additional stakeholder meetings prior to construction, an updated City website, a new road construction map, and use of the City's Twitter service to provide updates and traffic alerts.



Staff will be presenting an updated version of the June 25 speech during the Council meeting. Below is a summary of the projects that will be highlighted during the presentation:

- **2010 Projects:**

Project Name / Limits	Lead Agency
ARRA Traffic Signal Modernization	City of Crystal Lake
IDOT Traffic Signal Upgrades	City of Crystal Lake
Grant Street Curb Extensions	City of Crystal Lake
Emergency Repair Program Street Resurfacing	City of Crystal Lake
Rakow Road Widening (IL Route 31 to Ackman Rd)	McHenry County DOT
Walkup Road Widening (Crystal Springs Rd to Live Oak Rd)	McHenry County DOT
Virginia Road Reconstruction (Rakow Rd to IL Route 31)	McHenry County DOT

- **Future Projects:**

Project Name / Limits	Lead Agency
Virginia Street Corridor TIF Improvements	City of Crystal Lake
Pingree Road @ Congress Parkway Intersection Improvements	City of Crystal Lake
Pingree Road Widening (US 14 to Rakow Rd)	City of Crystal Lake
IL Route 176 @ Briarwood Rd Traffic Signal	City of Crystal Lake
Main Street Rail Yard Relocation	City of Crystal Lake
Crystal Lake Avenue @ Main Street Intersection Improvements	City of Crystal Lake
E. Crystal Lake Avenue Widening (East St to Erick St)	City of Crystal Lake
S. Main Street Widening (US 14 to Rakow Rd)	City of Crystal Lake
Walkup Road @ IL Route 176 Intersection	McHenry County DOT
Randall Road Widening	McHenry County DOT
Algonquin Bypass	McHenry County DOT
US Route 14 Widening (Lake Shore Dr to Crystal Lake Ave)	Illinois DOT
IL Route 31 @ IL Route 176 Intersection	Illinois DOT

Agenda Item No: 18

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Greenway Infrastructure Planning Presentation

Recommendation: For discussion only.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

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Background:
As the City Council is aware, the City's Planning & Zoning Commission is currently working on a Comprehensive Plan Update. One of the elements envisioned to be included in this iteration of the Comprehensive Plan is 'Sustainability'. Green Infrastructure Planning is a component of a city-wide Sustainability Plan.

Crystal Lake has always been at the forefront when it comes to green initiatives.

- ✓ As early as 1975, the City adopted the recommendations of the Bauer Study to maintain the quality and volume of water recharging the lake.
- ✓ In 2007, the City adopted the Crystal Lake Watershed Design Manual that includes recommendations on how the watershed can be managed effectively.
- ✓ The Northwest Sub-Area Plan was adopted by the City Council in 2008. The plan outlines the vision for the City's northwest areas and recommends such varied measures as cluster development, stream buffers, transit oriented development and transfer of development rights, amongst others, to preserve the uniqueness of the sub-area.
- ✓ The Unified Development Ordinance adopted in 2009 introduced the requirement for conservation development on properties that meet certain triggers, permits residential wind and solar energy systems to be installed by right on properties and provides for alternative standards for roadway design for conservation developments.

What is Green Infrastructure?
Green infrastructure planning provides an opportunity for communities to approach land use planning in a new way. By considering and inventorying environmental functions and values before development begins, land can be designated appropriately for protection and/or restoration to provide wildlife habitat, recreation, stormwater treatment, energy savings, aesthetic

values, improved community health, and sustainable economies. Of course, green infrastructure is not limited to "natural" or pristine areas. Green infrastructure planning is often needed because of the challenges in seeking to add grey infrastructure and buildings while not obliterating the green. In already developed areas, green assets can be reconnected through new corridors.

Presentation:

The City applied for and received free professional assistance with this component of the Comprehensive Plan Update. Dr. Deanna Glosser, Principle Investigator on the SWAT project (Sustainable Watershed Action Team) is the project leader. Dr. Glosser has partnered with the IDNR and Dennis Dreher, a local engineering consultant with Cowhey, Gundmonson and Leder to provide the City with this technical assistance in formalizing a green infrastructure layer or a greenway plan.

Mr. Dreher's presentation will go through examples that have worked in other communities in the Chicagoland area. It will also show green infrastructure at the regional, neighborhood and individual site levels, providing specific examples of greenway elements, many of which are already implemented within Crystal Lake.

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: 2010 Williams Street Sidewalk Rehabilitation Program Bid Award

Staff Recommendation: Motion to award the 2010 Williams Street Sidewalk Rehabilitation Program bid to the lowest responsive and responsible bidder, Copenhaver Construction, Inc., in the bid amount $69,820.00, and adopt a resolution authorizing the City Manager to execute the contract with Copenhaver Construction, Inc., and allowing for a 10 percent contingency.

Staff Contact: Victor C. Ramirez, Director of Engineering and Building

Background:

On July 9, 2010, bids received for the 2010 Williams Street Sidewalk Rehabilitation Program were opened and publicly read. The City received seven bids and the results are tabulated below.

Firm	*Amount of Bid*
Copenhaver Construction, Inc. [1] Gilberts, IL	$69,820.00
Scanlon Construction, Inc. Kankakee, IL	$69,992.75
Landmark Construction, Inc. Huntley, IL	$76,167.50
Alliance Contractors, Inc. Woodstock, IL	$76,778.00
Berquist & Zimmerman Construction, Inc. Crystal Lake, IL	$79,555.25
Greg Greenhill Construction Company, Inc. Ringwood, IL	$81,442.75
Schroeder & Schroeder, Inc. Skokie, IL	$90,735.00

[1] Indicates Recommended Lowest Responsive and Responsible Bidder

The 2010 Williams Street Sidewalk Rehabilitation Program consists of replacing the concrete and brick paver sidewalk areas on the east side of Williams Street between Woodstock Street and Brink Street. These areas of sidewalk are in various stages of disrepair, and the replacement will be compatible with the other recent improvements to the sidewalk in downtown Crystal Lake. In addition, the contractor will be installing eight aesthetically pleasing tree grates in that area.

The City sent a notice of the bid to several different contractors and standard bid advertisement procedures were followed. The City has used Copenhaver Construction in the recent past, including the Grant Street Streetscape project from earlier this year. This project is included in the Fiscal Year 2011 budget.

Votes Required to Pass:

Simple majority

DRAFT

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the contract with Copenhaver Construction, Inc. for the 2010 Williams Street Rehabilitation Program in the amount of $69,820.00. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this Twentieth Day of July, 2010.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

_____
Nick Kachiroubas, City Clerk

PASSED: July 20, 2010

APPROVED: July 20, 2010

Agenda Item No: 20

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Congress Station Grading and Restoration Project Bid Award

Staff Recommendation: Motion to award the Congress Station Grading and Restoration Project bid to the lowest responsive and responsible bidder, Excavating Concepts, Inc., in the bid amount $36,498.03, and adopt a resolution authorizing the City Manager to execute the contract with Excavating Concepts, Inc., and allowing for a 10 percent contingency.

Staff Contact: Victor C. Ramirez, Director of Engineering and Building

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Background:

On July 13, 2010, bids received for the Congress Station Grading and Restoration Project were opened and publicly read. The City received three bids and the results are tabulated below.

Firm	*Amount of Bid*
Excavating Concepts, Inc. [1] Woodstock, IL	$36,498.03 [2]
DK Contractors, Inc. Pleasant Prairie, WI	$78,559.98 [2]
Berger Excavating Contractors, Inc. Wauconda, IL	$128,167.50

[1] Indicates Recommended Lowest Responsive and Responsible Bidder
[2] Corrected Bid Total Based on Calculated Unit Prices

The Congress Station Grading and Restoration Project consists of removing all debris, grading, spreading of the topsoil pile, seeding, and fertilizing the Congress Station site. The contractor will also repair storm water flared end sections within the west detention pond.

The City has tried to work with the developer to remedy these issues, but the developer has been non-responsive. The City put the developer on notice that if the issues were not corrected, the City would draw on the letter of credit and proceed to have the work completed. The developer

still did not respond. Due to these violations, the City wrote a ticket and sent it to the developers. The case was heard by the administrative law judge, and the developers were found liable and ordered to pay fines on three different violations at $1,000 per day per each violation.

The City sent a notice of the bid to several different contractors and standard bid advertisement procedures were followed. The City will liquidate part of the developer's letter of credit to fund this project.

Votes Required to Pass:

Simple majority

DRAFT

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute the contract with Excavating Concepts, Inc. for the Congress Station Grading and Restoration Project in the amount of $36,498.03. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this Twentieth Day of July, 2010.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

_____
Nick Kachiroubas, City Clerk

PASSED: July 20, 2010

APPROVED: July 20, 2010

Agenda Item No: 21

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Consultant Selection Approval for the Illinois Route 176 at Briarwood Road Intersection Improvement Phase II Design Engineering

Staff Recommendation: Motion to award the proposal for the Illinois Route 176 at Briarwood Road Intersection Improvements for Phase II Design Engineering to the most qualified lowest responsible and responsive proposer, Hampton, Lenzini and Renwick (HLR), and adopt a resolution authorizing the City Manager to execute an agreement with HLR in the amount of $110,207.06 and approve changes in scope by 10 percent of the original price.

Staff Contact: Victor C. Ramirez, Director of Engineering and Building

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Background:

The City has received the final Phase I Preliminary Engineering from the Illinois Department of Transportation (IDOT) for the intersection improvement of Illinois Route 176 at Briarwood Road and is ready to move on to Phase II Design Engineering. The scope of work includes widening and resurfacing to include channelization for left-turn lanes along Illinois Route 176 and Briarwood Road as well as a right-turn lane and realignment on the south leg of Briarwood Road. Installation of a new traffic signal and roadway lighting are also included.

This project is a joint effort between the City and IDOT. IDOT has completed the Phase I Preliminary Engineering and the City will complete the Phase II Design Engineering, each at their own cost. IDOT will complete right-of-way appraisal and acquisition. The cost of construction and Phase III construction engineering will be split between the City and IDOT. This project also received one million dollars in Federal Surface Transportation funds. Dorr Township has indicated that they will enter into an Intergovernmental Agreement with the City to share in their proportionate share of the Phase III Engineering and Construction.

Due to the complexity of the project, including impacts to floodplain, wetland issues, unstable soils, and a portion of the project being located within the Crystal Lake watershed, the

Engineering Division recommends the use of a knowledgeable and experienced Phase II Design Engineer.

Consultant Selection Process

The Engineering Division followed the City's Purchasing Policy to secure a highly qualified engineering firm to address this project. Through this process, the City received thirteen proposals.

Staff from the Engineering Division reviewed each of the proposals and ranked the firms based solely on their qualifications. The criteria that were considered during the review were:

1. Proposal completeness in regards to general requirements
2. Firm's reputation and integrity
3. General experience and history of performance on similar projects
4. Provided a complete scope of services
5. Experience of Engineers and other personnel

Of the proposals received, the Engineering Division ranked the top three firms in the following order:

1. Christopher B. Burke Engineering (CBBEL)
2. Hampton, Lenzini and Renwick (HLR)
3. Civiltech Engineering (Civiltech)

The proposals that were not included in the final top three qualification-based ranking were incomplete and lacked information necessary to receive final selection consideration. The fees submitted ranged from $66,389.62 to $199,392.00. However, since the proposals were deficient in comparison to the final top three firms, their fees are not reflective of the work necessary to perform the engineering. Typical items that were omitted in proposals were as follows:

1. No meetings included to discuss pre-final comments
2. Little or no applicable utility coordination addressed
3. Full lighting design not included or not pre-qualified by IDOT in lighting
4. No wetland or floodplain analysis included
5. Key personnel lacked experience
6. Proposal lacked sufficient geotechnical information and cost
7. Man-hours deemed deficient
8. Initial fee excessive

The next step was to compare the cost proposals of the most qualified top three firms as summarized below:

City Estimate (8% of Engineer's Estimate of Cost)	$110,777.00
HLR	$110,207.06
CBBEL	$135,099.50
Civiltech	$149,194.80

After reviewing the costs, the Engineering Division is confident that HLR can complete the project on time and within budget and is, therefore, recommending HLR as the firm to perform the Phase II Design Engineering.

Recommendation

Based on the proposals received and the experience and qualifications noted, it is the recommendation of the Engineering Division to select HLR to perform the Phase II Design Engineering for the intersection improvements of Illinois Route 176 at Briarwood Road.

Votes Required to Pass:

Simple majority

DRAFT

The City of Crystal Lake Illinois

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be authorized to execute an agreement with Hampton, Lenzini and Renwick, Inc. for the Illinois Route 176 at Briarwood Road Intersection Improvement Phase II Design Engineering for $110,207.06. The City Manager is additionally authorized to approve up to 10 percent in justifiable contract amendments from a contingency allowance.

DATED this Twentieth Day of July, 2010.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

_____
Nick Kachiroubas, City Clerk

PASSED: July 20, 2010

APPROVED: July 20, 2010

Agenda Item No: 22

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Appropriate MFT funds for the Illinois Route 176 at Briarwood Road Intersection Improvement Phase II Design Engineering

Staff Recommendation: Motion to adopt a resolution appropriating $121,227 in MFT funds for the Phase II Design Engineering services for the Illinois Route 176 at Briarwood Road Intersection Improvement.

Staff Contact: Victor C. Ramirez, Director of Engineering and Building

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Background:

City staff is requesting the Council to allocate $121,227 in Motor Fuel Tax funds for the Illinois Route 176 at Briarwood Road Intersection Improvement Phase II Design Engineering. This includes $110,207.06 for the engineering and a contingency of $11,019.94. Any funds that are obligated and not spent will be returned to the City's unobligated balance once the project is complete. The City has budgeted for this project, and has sufficient reserves in its MFT fund for the engineering and construction.

Votes Required to Pass:

Simple majority

Illinois Department of Transportation

DRAFT

Resolution for Improvement by Municipality Under the Illinois Highway Code

BE IT RESOLVED, by the Mayor and City Council (Council or President and Board of Trustees) of the City (City, Town or Village) of Crystal Lake Illinois that the following described street(s) be improved under the Illinois Highway Code:

Name of Thoroughfare	Route	From	To
Briarwood Road	FAU 0118	At IL Route 176 (FAP 0335)	

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of installation of a new traffic signal, channelization for left turn lanes along IL Route 176 and Briarwood Road, and realignment of south leg of Briarwood Road. This resolution is for Phase II Engineering only

and shall be constructed 38 feet wide and be designated as Section

2. That there is hereby appropriated the (additional ☐ Yes ☒ No) sum of one hundered and twenty-one thousand two hundred and twenty seven Dollars ($121,227.00) for the improvement of said section from the municipality's allotment of Motor Fuel Tax funds.

3. That work shall be done by Contract (Specify Contract or Day Labor); and,

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

Approved

Date

Department of Transportation

Regional Engineer

I, Nick Kachiroubas Clerk in and for the City (City, Town or Village) of Crystal Lake County of McHenry, hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Council (Council or President and Board of Trustees) at a meeting on July 20, 2010 (Date)

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 20th day of July, 2010

(SEAL)

City, Town, or Village Clerk

Agenda Item No: 23

City Council
Agenda Supplement

Meeting Date: July 20, 2010

Item: Purchase of Sailboats for Three Oaks Recreation Area

Staff Recommendation: A motion awarding the bid for sailboats and adopting a resolution authorizing the City Manager to execute a contract with the lowest responsive and responsible bidder, Sailing World Inc. for sailboats in the amount of $41,640.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:
On Wednesday, July 14, 2010, the City of Crystal Lake publicly opened and read aloud the bids received for sailboats for the Three Oaks Recreation Area. The sailboats will be used for the rental fleet at the south lake marina. In order to identify the needs of future patrons, City Staff consulted with similar rental facilities in northern Illinois and numerous manufacturers. The bids specifications reflect the sailboats in use by the Crystal Lake Park District at the Main Beach Marina. The specifications are summarized below:

1. Purchase of four 14' – 15'sailboats.
2. All Running Rigging and Standard Rigging
3. One complete suit of sails: Mainsail and Jibsail for each boat.
4. Apply epoxy barrier coat and anti-fowling bottom paint to protect the sailboat hull.
5. Trailer, so the boats can be safely stored in the offseason.
6. Alternates include roller furling gear for jib and jib sock.
7. All rigging and delivery costs

Bidding Results

The breakdown of the bidding results is shown below.

	√Sailing World, Lakemoor, IL	Sailplace, Cedar Springs, MI
Sailboat	***$30,532***	$37,540
Trailer	***$3,180***	$10,000
Delivery /Rigging /Test Sail	***$1,800***	$2,000
Alternates	***$6,128***	$2,080*
Total:	***$41,640***	$51,620

√ - Indicates lowest responsive and responsible bidder

***Did not submit a bid for all alternates**

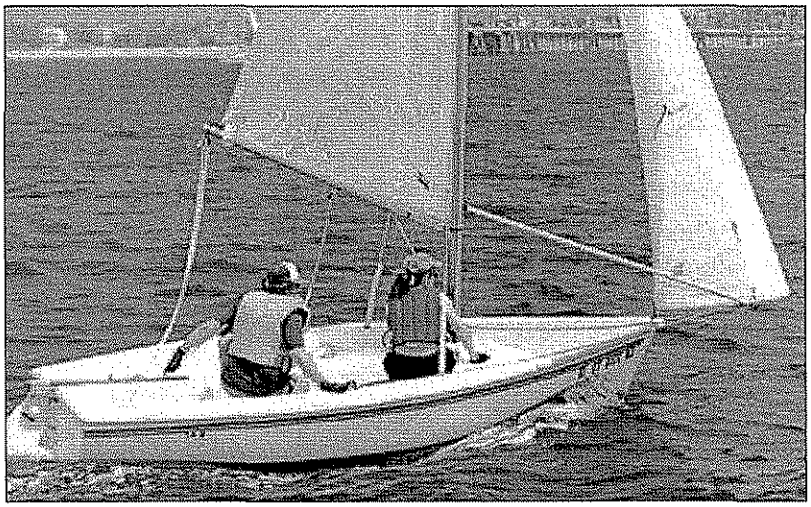
Recommendation:

The City Manager's Office has reviewed all bids received for completeness and accuracy in accordance with the Invitation to Bid document and has checked references. Sailboat purchases are budgeted in the FY 2010/2011 Three Oaks Recreation Area Capital Fund budget. Funding is provided from Series 2009 bond proceeds. It is staff's recommendation to award the contract for sailboats to Sailing World Incorporated, in the total bid amount of $41,640. Sailing World has successfully delivered and sold sailboats to the Crystal Lake Park District. Not only is Sailing World the lowest responsive and responsible bidder, its proximity to the City will allow it to service the sailboats. Sailing World submitted a bid for a Catalina 14.2 sailboat, which meets the City's specifications.

Catalina 14.2

These boats are known for their stability and ease of use. This exact model is currently in use by the Crystal Lake Park District at the Main Beach marina. The specifications are attached to this supplement.

Pictures of the Catalina 14.2 are shown below:





Votes Required to Pass:

Simple majority vote of the City Council.

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager be and he is hereby authorized and directed to execute a contract for sailboats between the City of Crystal Lake and Sailing World Incorporated in the amount of $41,640.

DATED this 20th day of July, 2010

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED:
APPROVED: