CITY OF CRYSTAL LAKE
AGENDA

CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
May 15, 2012
7:30 p.m.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Proclamations**
   a. **Public Works Week**

5. **Approval of Minutes – May 1, 2012 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**

9. **Council Reports**

10. **Consent Agenda**
    a. **Crystal Lake Water Ski Association request for waiver of no-wake restrictions for their Slalom Tournaments and Crystal Lake Water Ski Show.**

11. **Lakeside Legacy Foundation Festival License, Class 19 Temporary Liquor License, and Crystal Lake Women of Today Children's Decorated Bike Parade requests.**

12. **City Code Amendment to allow off-site wine tasting for Class "1" liquor licenses.**

13. **City Code Amendment to alter the number of taxicab business licenses.**

14. **The Cottage, 6 E. Crystal Lake Avenue – Temporary Use Permit request to allow a Special Promotion, Beatles Blast, on June 16, 2012; and request by the Lion's Club for the issuance of a Class 16 Temporary Liquor License for the event.**

15. **Moe-B-Dick's North Shore Pub, 1050 North Shore Drive – Temporary Use Permit request to allow a washer tournament.**

16. **McHenry County Mental Health Board, 620 Dakota Street – Sign Variation request to allow a free-standing sign to be 7 feet 4 inches in height, exceeding the allowable height of 6 feet.**

17. **Lightning Lazer Tag, 19 East Berkshire Drive – Land Use Variation to allow an amusement arcade as a permitted use in the "B-1" district.**

18. **R. Bernotas Middle School PTO, 170 N. Oak Street – Use Variation to allow a Special Use Permit for an electronic message center sign within the "R-1" Single-Family Residential district.**

19. Home Depot, 4447 Route 14 – Final Planned Unit Development Amendment to allow outside storage of seasonal items and rental trucks.

20. Bid award and resolution authorizing execution of an agreement for the purchase of Police Department Level II body armor.

21. Bid award and resolution authorizing execution of an agreement for the purchase of five Police Interceptor Sedan Vehicles and two Police Interceptor Utility Vehicles through the Northwest Municipal Conference Suburban Purchasing Cooperative.

22. Request to use Three Oaks Recreation Area for the National Night Out event on August 7, 2012.

23. Ordinance authorizing acquisition of the property located at 62 Railroad Street.

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 Brad Mitchell, 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: 10a

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Slalom Tournaments and Crystal Lake Water Ski Show – Waiver of No-Wake Restrictions

Staff Recommendation: Motion to waive no-wake restrictions for the Slalom Tournaments to be held on Sunday, July 15, 2012, from 1:30 p.m. to 6:00 p.m., the Crystal Lake Water Ski Show to be held on Saturday, August 18, 2012 from 5:30 p.m. to 6:15 p.m. (rain date of Sunday, August 19, 2012), and the Slalom Tournaments to be held on Sunday, August 26, 2012, from 1:30 p.m. to 6:00 p.m.

Staff Contact: Brad Mitchell, Assistant to the City Manager

Background:

The City received a letter from the Crystal Lake Water Ski Association (CLWSA) requesting permission to hold the following events on Crystal Lake:

1. Slalom Tournaments – Sunday, July 15, 2012 from 1:30 p.m. to 6:00 p.m.
2. Crystal Lake Water Ski Show (in conjunction with the Crystal Lake Park District Blast on the Beach event) – Saturday, August 18, 2012 from 5:30 p.m. to 6:15 p.m., with a rain date of Sunday, August 19, 2012.
3. Slalom Tournaments – Sunday, August 26, 2012 from 1:30 p.m. to 6:00 p.m.

As the events would occur during no-wake hours, the CLWSA is requesting a waiver from no-wake restrictions for event participants. No-wake restrictions would be back in effect at the end of the events. The City Council has lifted the no-wake restrictions for these events in the past.

Ski areas will be clearly marked and adequate personnel provided to ensure a safe event. Assistance is not being requested of the City.

The Police and Fire Rescue Departments have reviewed the request and do not have concerns with the events. The CLWSA is also coordinating approval for "no wake" restrictions with the Crystal Lake Park District and Village of Lakewood.

City staff does not have any concerns with the petitioner's request to waive the no-wake restrictions, providing the following conditions are met:

1) The Crystal Lake Water Ski Club shall provide the City with a letter from the Crystal Lake Park District and Village of Lakewood indicating their approval.
2) All debris created by the event shall be cleaned up during and after the event.
3) Petitioner must adhere to the required City insurance provisions for the use of City-owned property by providing a certificate of insurance naming the City as additional insured, and sign the required Indemnity/Hold Harmless agreement.
4) Any additional permits or requests for signage shall be made through the Engineering and Building Department.

The applicant has been advised to attend the May 15, 2012 City Council meeting. The letter requesting approval for the waiver of no-wake restrictions is attached.

Votes Required to Pass:

Simple majority vote of the City Council

Agenda Item No: 11

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Lakeside Legacy Foundation Festival License, Class 19 Temporary Liquor License, and Crystal Lake Women of Today Children's Decorated Bike Parade

Staff Recommendation: Motion to approve issuance of the Lakeside Legacy Foundation Festival License, Class "19" Temporary Liquor License, and Crystal Lake Women of Today Children's Decorated Bike Parade with the conditions contained in this agenda supplement.

Staff Contact: Brad Mitchell, Assistant to the City Manager

Background:

The Lakeside Legacy Foundation has applied for a Festival License to conduct the Lakeside Legacy Foundation Festival on the grounds of the Dole Mansion/Lakeside Legacy. The Lakeside Legacy Festival is scheduled for Thursday, June 28, 2012 from 4:00 p.m. to 11:00 p.m.; Friday, June 29, 2012 from 4:00 p.m. to 11:00 p.m.; Saturday, June 30, 2012 from Noon to 11:00 p.m.; and Sunday, July 1, 2012 from Noon to 10:00 p.m. The Lakeside Legacy Foundation has also submitted applications for a Carnival License and Class 19 Temporary Liquor License as part of the Festival License Application. The festival will be operated much as it has been in the past.

In addition, the Crystal Lake Women of Today are requesting to conduct a children's decorated bike parade on Saturday, June 30, 2012 beginning at Noon. The parade will begin on Lake Shore Drive (just east of the Crystal Lake Band Shell at Main Beach) and continue to the Lakeside Festival grounds at the Country Club Road and Broadway entrance. This event was held last year during the Lakeside Festival. The Crystal Lake Women of Today will coordinate with the Police Department to provide two police cars to assist with the parade, as done in the past.

City staff has reviewed the festival applications and would offer the following conditions for approval:

- Compliance with all City Code regulations pertaining to the request.
- Compliance with all of the Carnival License requirements.
- All carnival operators must be in compliance with the Illinois Carnival and Amusement Rides Safety Act, which includes requirements for hiring of carnival workers, criminal background checks, substance abuse policy, operator training standards, and penalties for violations. Prior to the event, the carnival operator must provide the Crystal Lake Police Department with a list of all employees who will work on the premises of the public event, including their legal name, date of birth, home address, and social security number and proof that said employees have undergone the required background checks.
- Wristbands for the Beer Garden will be issued and enforced.
- Proof of Insurance for Liquor sales.
- Trash must be picked up on a daily basis.
- There must be sufficient lighting around the portable toilet area.
- Any lighting should be placed so as not to disturb the neighbors.
- Separate permits will be required from the Building Division for any temporary signage.
- The event sites are subject to a life safety inspection by the Building Division, Fire Rescue Department, and Police Department prior to the start of the festival.
- The petitioner shall work with the City regarding parking for the festival. In addition to on-site parking for the event, the petitioner has requested from the Park District the use of the "Triangle" and the Main Beach lot for parking. Also, the petitioner has requested the use of District 47's South Elementary and Lundahl parking lots for parking.
- Exempt from Noise Ordinance.
- The Police and Fire Rescue Departments must be included in any meetings regarding public safety issues.
- Uniformed City of Crystal Lake Police Officers will be on the grounds during all hours of the festival operation in the following numbers.

Thursday, June 28th:	4:00 p.m. to 11:00 p.m. – 8 uniformed City of Crystal Lake Police Officers.
Friday, June 29th:	4:00 p.m. to 11:00 p.m. – 8 uniformed City of Crystal Lake Police Officers.
Saturday, June 30th:	Noon to 5:00 p.m. – 6 uniformed City of Crystal Lake Police Officers.
	5:00 p.m. to 11:00 p.m. – 8 uniformed City of Crystal Lake Police Officers.
Sunday, July 1st:	Noon to 5:00 p.m. – 6 uniformed City of Crystal Lake Police Officers.

5:00 p.m. to 10:00 p.m. – 8 uniformed City of Crystal Lake Police Officers.

- Signage shall be provided indicating that alcoholic beverages may not be taken into or out of the festival location.
- The Lakeside Legacy Foundation has requested that the City of Crystal Lake provide police services at no charge for the event. The City Council approved a similar request in 2011.
- The Women of Today will be required to apply for a parade permit through the Police Department.
- In the event of inclement weather during the festival, South Elementary School and Lakeside Legacy Foundation will be used as sheltering sites.

City staff met with representatives from Lakeside Legacy in order to review plans. The City's Police and Fire Rescue Departments have reviewed and approved the request.

Votes Required to Pass:

Simple majority vote of the City Council.

Agenda Item No: 12

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: City Code Amendment to Allow Off-Site Wine Tastings for Class "1" Liquor Licenses

Staff Recommendation: Motion to adopt an ordinance amending the City Code to allow off-site wine tastings for Class "1" Liquor Licenses.

Staff Contact: John Cowlin, City Attorney

Background:
The City has received a request from 1776 Restaurant to amend their liquor license classification to allow off-site wine tastings. The current Class 1 liquor license allows for on-premise consumption and on-premise package sales. Periodically, 1776 Restaurant conducts wine tastings off-site within the City limits. During these wine tastings, an entrance fee is charged and then the participants can purchase the wine at the wine tasting. The participants then must go to the restaurant to pick-up their wine purchase.

The restaurant owner was informed by the Illinois Liquor Commission that he would need to get a local liquor license that will allow him to sell wine off-premise. Attached please find a draft Ordinance Amendment that was prepared by the City Attorney to address this matter.

Current holders of a Class "1" liquor license are 1776, Inc., Da Baffone Cucina Italiana, Dawn's Bread, El Burrito, Mama Rini's, Matt's Tavern, Metro Bowl, Moe-B-Dick's North Shore Pub, New Sunny Restaurant, Outback Steakhouse, Crystal Lake Pizza Hut and Viv's Tap Room.

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 329-5 License classification; fees shall be amended as follows:

1. Class 1 license shall authorize the retail sale, on the premises specified, of alcoholic liquor, for consumption, on the premises as well as the retail sale of alcoholic liquor in the original package between the hours of 11:00 a.m. and 1: 00 a.m. Monday, Tuesday, Wednesday, Thursday; 11:00 a.m. and 2:00 a.m. Friday and Saturday: and noon on Sunday and 1:00 a.m. on Monday. A Class A restaurant may be located on the premises. The license shall also authorize the retail sale of alcoholic liquor in the original package by the license holder at winetasting events that are held within the City. The annual fee for such license shall be the sum of $1,350.

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 15th day of May, 2012.

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED: May 15, 2012
APPROVED: May 15, 2012

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

Agenda Item No: 13

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: City Code Amendment to Alter the Number of Taxicab Business Licenses – Applicant: All Star Taxi and Transport

Staff Recommendation: Motion to adopt an ordinance setting the number of taxicab business licenses as six.

Staff Contact: George Koczwara, Deputy City Manager

Background:
The City has received a request from All Star Taxi and Transport for the Council to consider the adoption of an ordinance providing for an amendment to the taxicab business license restriction provisions of the City Code, altering the number of taxicab business licenses to allow All Star Taxi and Transport to operate in the City. Because of previous non-renewals of taxicab licenses, there are currently five (5) taxicab business license holders in the City. With this request, the number of taxicab business licenses would increase to six (6).

Other current holders of a taxicab business license are A & M Taxicab Company, Crystal Lake Cab Company, Metro Yellow Northwest Taxi, Route 47 Taxi, and Taxi Express Transportation.

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 470 TAXICABS, Section 470-11 Limitations of licenses shall be amended as follows:

There shall be no more than six taxicab business licenses in the City of Crystal Lake, and no person, firm or corporation shall be issued more than one license, nor shall a license be issued unless the licensee has taxicabs in service. There shall be no limitation on the number of taxicabs operated by each licensee.

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 15th day of May, 2012.

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED: May 15, 2012

APPROVED: May 15, 2012

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

Agenda Item No: 14

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: The Cottage Temporary Use Permit request for a Special Promotion – Beatles Blast 2012.

The Lions Club Temporary Liquor License in conjunction with the Special Promotion.

Recommendation: Motion to approve the Temporary Use Permit for The Cottage Special Promotion and the Temporary Liquor License, pursuant to the recommendations below.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development
George Koczwara, Deputy City Manager

Background: The Cottage is requesting a Temporary Use Permit to allow a Special Promotion to hold a Beatles Blast at 6 E. Crystal Lake Avenue. The event will include a Beatles memorabilia display, boys' and girls' drawing competition, Beatles Acoustic competition, a Beatles quiz, dance competition and many other events to be held throughout the day from 1:00 p.m. to 11:00 p.m. on Saturday, June 16, 2012. This is the third year for this event but the first to be held on a Saturday. Since this is the first year this event will be held on a Saturday, the Downtown Crystal Lake/Main Street was contacted regarding this event. Please find their letter of support attached.

There were a few discrepencies in the application. The corrected information is as follows: A. The tent will be 20' x 20' which is shown on the site plan – not the 40' x 40' as stated in the application; B. the Temporary Liquor License is requested to be from 1 p.m. to 11 p.m. not 2 p.m. to unknown ending time as stated in the Application for the Temporary Liquor License; and C. Grant Street will not be completely closed as shown on the site plan, but one lane will remain open for traffic flow and emergency vehicle access.

The event will be held inside The Cottage, outside on the deck area of The Cottage, and in a portion of the adjoining parking lot to the north, which will be cordoned off so alcoholic beverages will not leave the area. At the west end of the adjacent parking lot, there will be a stage with an attached roof and lighting for the bands.

The Cottage will be providing people who will act as security for the event at the entrances. IDs will be checked at the entrances and wristbands will be issued at that time.

The Cottage currently has a Class 22 liquor license. The Class 22 license allows for the retail sale of alcoholic liquor for consumption on premises, both interior and in the open unroofed patio area immediately contiguous to the building. On Saturdays, Class 22 liquor license holders are allowed to sell liquor from 11:00 a.m. to 2:00 a.m. The Cottage's liquor license does not allow them to sell liquor beyond their patio, hence they have partnered with the Lion's Club for beer and wine sales beyond the patio area. The Lion's Club is requesting a Class 16 Temporary Liquor License for the area beyond the interior of the building and patio, but within the fenced area. A Class 16 Temporary Liquor License authorizes the retail sale of beer and wine for consumption upon the premises specified in the license. Class 16 license applicants must be not-for-profit corporations qualified to do business in the State of Illinois. A Class 16 license is valid for a period not to exceed three (3) days and may only be used for special events sponsored by the not-for-profit corporation requesting the license.

Staff has been in contact with the petitioners for details about the event and recommends the following conditions:

1. The Temporary Use Permit shall be valid on Saturday, June 16, 2012 from 1:00 p.m. to 11:00 p.m.
2. The fenced area along Grant Street shall be moved to the east so the public sidewalk is accessible at all times.
3. The use of the downtown street lighting system to provide electrical power for the sound system is prohibited.
4. All electrical is subject to the code requirements of the 2005 National Electric Code.
5. Provide generator information to the Building Division.
6. **NO** alcoholic beverages shall be permitted outside of the fenced area. Security shall be provided at all times. Two (2) Crystal Lake Police Officers shall be on the premises during the event.
7. No spectators shall be allowed to loiter in the walkway area or along Grant Street.
8. Grant Street shall not be completely blocked to traffic during the event. There shall be "NO PARKING" signs posted along Grant Street from the Home State Bank parking entrance south to Crystal Lake Avenue. "NO PARKING" signs shall be posted at the time The Cottage opens on Saturday morning. Also, temporary signs noting that vehicles need to be moved prior to 1:30 p.m. shall be posted. A portion of the east side of Grant Street shall be coned off to allow for a secure area for pedestrians waiting to enter the event. A minimum 20-foot wide access for emergency vehicles shall be maintained.
9. Tents shall be anchored using weights or stakes. The tie-downs for the tent are not allowed in the walkway areas.
10. The tent placement on the provided plan will require a 12-foot separation from other tents, canopies, and the parking of cars. Due to the size of the tent (20 x 20), flame retardant is not required. Any tent larger than 400 square feet or where cooking/warming of food occurs will be required to be flame retardant.
11. Access and exit aisles shall be maintained on the deck at all times. Emergency exits from the deck and fenced-in area must be established based on the occupant load and must be properly located with direct access to the public way.
12. The size of the seating and standing areas are to be submitted so the occupant load and minimum width of the emergency exits can be determined. **The maximum occupancy of the deck and building area for this event is 166.**

13. The Class 16 Temporary Liquor License is approved with the following conditions:
    A. The Patrons of the premises where the beer and wine are to be sold are required to wear a non-transferrable, one use only, disposable wristband or other means of identification identifying them as patrons of the area that is subject to the license.
    B. Proof of Insurance for Liquor Sales.
    C. Trash must be picked up throughout and at the conclusion of the event.
    D. Regarding the sale of alcohol by The Cottage during the event, attendees at the event who have purchased alcohol at The Cottage would only be able to consume that alcohol in the interior of The Cottage or on their patio area. Consumption of alcohol purchased at The Cottage cannot be consumed in any other areas of the event. Measures, including signage, would have to be put in place to prohibit movement of alcohol from The Cottage to the parking lot/tent areas. Measures and signage shall also be provided indicating that alcoholic beverages purchased at the beer tent may not be taken out of the fenced area.
14. A minimum of three (3) manned entrances is required (two along Grant Street and one in the parking lot to the north of the property). If tents are to be placed at the entrances, they are to be weighed down and are not to be permanently affixed to the street.
15. Check with the McHenry County Health Department for possible permits for cooking/warming or selling food from the Lion's Club Beer Tent.
16. Provide a revised site plan showing the location of cones for partial street closure, and manned security entrances.
17. Schedule a meeting with the Fire Prevention Bureau (815-359-3640 ext. 4147) at least 1 week prior to the event. Contact the Building Division and Fire Prevention Bureau to set up a time for inspection of the seating area of the deck and all tent setup prior to the event.

The applicant has been made aware of these recommended conditions and will be attending the May 15, 2012 City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 15

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Moe-B-Dick's North Shore Pub Temporary Use Permit request to allow a washer tournament.

Recommendation: Motion to approve issuance of the Temporary Use Permit, for Moe-B-Dick's North Shore Pub for a Special Promotion to allow a Washer Tournament pursuant to the recommended conditions below.

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

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Background: Moe-B-Dick's (1050 North Shore Drive) has applied for a Temporary Use Permit for a Special Promotion to allow a washer tournament to take place in the backyard of the subject property. This event has been approved yearly since 2004.

The applicant is requesting permission to allow a washer tournament, which is an outdoor game similar to horseshoes, in the backyard of the Moe-B-Dick's property. The applicant would like permission to have the tournaments take place on Saturday, June 9, 2012, Saturday, July 28, 2012, and Saturday, September 15, 2012, from noon until 8:00 p.m.

Section 2-500.7 of the Unified Development Ordinance allows Special Promotions for a time period not to exceed 3 days in any calendar month, with no more than 4 promotions allowed per year. This request does not exceed the time period allowed by Ordinance.

In addition, the applicant is requesting permission to allow the tournament players to purchase alcohol inside of the bar and bring the beverages outside of the building to the backyard during the washer games. Please note the following information relative to the applicant's liquor license:

- Moe-B-Dick's Class "1" liquor license allows the retail sale of alcoholic liquor for consumption on the premises, interior only, as well as the retail sale of alcoholic liquor in the original package. Their license does not permit alcohol to be sold or served in an outside area.
- Moe-B-Dick's is located in a residential area. As this bar pre-existed the current liquor code, it is allowed to sell and serve alcohol in a predominantly residential section of the City.

If approved, the following conditions are recommended:

1. The Temporary Use Permit shall be valid from noon to 8:00 p.m. on Saturday, June 9, 2012, Saturday, July 28, 2012, and Saturday, September 15, 2012.
2. This event shall remain within the confines of the subject property only. No alcoholic beverages shall be allowed in any other area than the subject property.
3. Area roads allow a minimum of 20 feet of access for fire apparatus. Parking shall be allowed on one side of the street only and signs shall be posted near the event. Work with the Police Department to determine the location of the no parking zones.
4. Fire hydrants in the area shall not be blocked by parking and signs posted.
5. Any junk or debris that may be created by the event shall be cleaned up on a continuing basis.
6. Any other permits or requests for signs shall be made through the Building Division.
7. The outdoor portion of the event in the backyard of the property shall be separated from the adjacent lots by a temporary fence in order to maintain separation between patrons and the surrounding residential neighborhood.
8. The event and its associated customer parking shall not interfere with any accessible parking spaces, emergency access (fire lanes), fire hydrants, or privately owned driveways.

The applicant has been made aware of these recommended conditions and advised to attend the May 15, 2012, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.

Agenda Item No: 16

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Sign Variation to allow a free-standing sign to be 7 feet 4 inches in height, exceeding the allowable height of 6 feet, a variation of 1 foot 4 inches, for the McHenry County Mental Health Board at 620 Dakota Street.

Staff Recommendation: City Council Discretion:

A. Motion to approve an ordinance with the recommended conditions for variation as requested.
B. Motion to deny the variation request.

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

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Background:

- The McHenry County Mental Health Board has completed an expansion allowing for more services within the building.
- The additional service providers would like to be identified on the free-standing sign. The addition of the tenant sign panels requires the sign to be larger, exceeding the allowable 6-foot height.
- The UDO considers the Mental Health Board as an office use and permits free-standing signs to be 32 square-feet and 6 feet in height.

Analysis:

The petitioner has requested a variation from Section 4-1000 F Commercial Signs in the UDO. The variation is for the total height of the sign. The following table illustrates the proposed sign versus the ordinance requirement:

Item	UDO Requirement	Proposed Signage	Variation Required
Free-standing Sign	32 square-feet 6 feet in height	32 square-feet 7 feet 4 inches	Yes 1 foot 4 inches

The City Council can grant a variation from the requirements of the Ordinance to overcome an exceptional condition which poses practical difficulty or particular hardship in such a way as to prevent the display of a sign as intended by the Ordinance and where the following standards are met:

1. The proposed variation will not serve merely as a convenience, but alleviate some demonstrable and unusual hardship.
2. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood. The proposed variation will not by itself, or with other signs, contribute to the creation of visual distraction which may lead to personal injury or a substantial reduction in the value of the property.
3. The proposed variation is in harmony with the intent, purpose and objectives of the Ordinance.

Recommended Conditions:

1. Approved plans, reflecting staff recommendations, as approved by the City Council:
   A. Application (McHenry County Mental Health Board, received 04/30/12)
   B. Sign Details (Unnamed, received 04/30/12)
   C. Site Plan (Gillespie Design Group, dated 01/08/09, received 04/30/12)

2. The sign shall be set back a minimum of 10 feet from the property line.

3. The proposed sign shall meet all of the other requirements in the UDO, as applicable.

Votes Required to Pass: A simple majority vote.

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ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A SIGN VARIATION FOR THE
McHENRY COUNTY MENTAL HEALTH BOARD, 620 DAKOTA STREET

WHEREAS, pursuant to the terms of the request (File #2012-05F) before the City of Crystal Lake, the Petitioner has requested a sign variation to allow a free-standing sign to be 7 feet 4 inches in height, exceeding the allowable height of 6 feet, a variation of 1 foot 4 inches, for the McHenry County Mental Health Board; and

WHEREAS, a hearing of the request was held before the City of Crystal Lake City Council in the manner and in the form as prescribed by Ordinance and Statute; and

WHEREAS, as a result of said hearing, the City Council made a motion to approve the sign variation as requested; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the sign variation be granted as requested,

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

SECTION I: That a sign variation be granted to allow a free-standing sign to be 7 feet 4 inches in height, exceeding the allowable height of 6 feet, a variation of 1 foot 4 inches, for the McHenry County Mental Health Board located at 620 Dakota Street, Crystal Lake, Illinois with the following conditions:

1. Approved plans, reflecting staff recommendations, as approved by the City Council:
   A. Application (McHenry County Mental Health Board, received 04/30/12)
   B. Sign Details (Unnamed, received 04/30/12)
   C. Site Plan (Gillespie Design Group, dated 01/08/09, received 04/30/12)

2. The sign shall be set back a minimum of 10 feet from the property line.

3. The proposed sign shall meet all of the other requirements in the UDO, as applicable.

SECTION II: 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 Variations in accordance with the provisions of this Ordinance, as provided by law.

SECTION III: That this Ordinance shall be in full force and effect from and after its passage and

DRAFT

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: May 15, 2012

Item: REPORT OF THE PLANNING & ZONING COMMISSION

#2012-25 Lightning Lazer Tag

Land Use Variation from Article 2, Land Use of the Unified Development Ordinance to allow an amusement arcade as a permitted use in the "B-1" district.

Justin Christopherson, 19 E. Berkshire Drive

PZC Recommendation: Motion to approve the Planning and Zoning Commission recommendation and adopt an ordinance granting a use variation to allow an amusement arcade as a permitted use in the "B-1" district at 19 E. Berkshire Drive.

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

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Background:

- Location: 19 East Berkshire Drive, Tenant Suites 4 & 5 totaling 7,584 SF
- Zoning: "B-1" Neighborhood Commercial
- Co-Tenants: 7-Eleven, Summers Academy of Dance, Mansion Salon and Spa
- Request: Use Variation to allow an amusement arcade (lazer tag facility and arcade games) as a permitted use in the "B-1" Neighborhood Commercial district

Key Factors

- History: In 1993, a special use permit for commercial recreation was approved for 'Leaping Lizards', an indoor recreational area for children. Subsequently, in 2002, a special use permit and variation were granted to allow a lazer tag facility at this location. In 2011, a land use variation to allow a used merchandise store at this location was approved.
- Request: The petitioner is requesting a land use variation to allow a lazer tag facility and arcade in an approximately 7,584-square-foot tenant space.
- Permitted Uses: Per Article 2, Land Use of the UDO, amusement arcades are permitted only in the "B-2" and "B-4" zoning districts, therefore requiring a use variation.

- Parking: Per the UDO, 1 parking space is required for 250 square feet of gross floor area. Therefore, 30 parking spaces are required for this use. There are 48 parking spaces at this location. This center has a joint parking agreement with the owners of 35 Berkshire Drive (located immediately to the east) that permit customers of both buildings to use the entire parking area. Therefore, no parking problems are anticipated.
- Ordinance provisions: Per the UDO, amusement arcades must meet several provisions, including being located in an enclosed facility, no loitering requirements for patrons, adequate trash facilities and the requirement to obtain an amusement arcade license. The petitioner's request meets all the requirements.

PZC Highlights

- The Planning and Zoning Commission discussed the business operation and had no concerns with the proposed use.
- The PZC recommended **approval (8-0)** of the request.

The following conditions are recommended:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
A. Development Application, received 3-30-12
B. Floor Plans, received 3-30-11

2. A use variation is hereby granted to allow an amusement arcade as a permitted use at this location.

3. The petitioner will advise their clients that exterior waiting or loitering is not permitted.

4. Adequate trash and recycling facilities shall be maintained within the establishment for the use of customers.

5. The petitioner will contact the McHenry County Health Department to obtain any necessary permits if food is being served at this location.

6. Any signage proposed must meet the provisions of Article 4-1000, Signs of the UDO. Permits through the Building Division must be obtained for all signs.

7. The petitioner shall address all of the review comments and requirements of the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

8. In the future, if the petitioner decides to serve food, carry-out will not be allowed. (Added by PZC)

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A LAND USE VARIATION
AT 19 E. BERKSHIRE DRIVE UNITS 4 & 5

WHEREAS, pursuant to the terms of a Petition (File #2012-25) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested the granting of a Land Use Variation from Article 2, Land Use of the Unified Development Ordinance to allow an amusement arcade as a permitted use in the "B-1" district; and

WHEREAS, it is in the best interests of the CITY OF CRYSTAL LAKE that the Land Use Variation 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 Land Use Variation be granted from Article 2, Land Use of the Unified Development Ordinance to allow an amusement arcade as a permitted use in the "B-1" district

at the property commonly known as 19 E. Berkshire Drive Units 4 & 5, City of Crystal Lake,.

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. Development Application, received 3-30-12
B. Floor Plans, received 3-30-11

2. A use variation is hereby granted to allow an amusement arcade as a permitted use at this location.

3. The petitioner will advise their clients that exterior waiting or loitering is not permitted.

4. Adequate trash and recycling facilities shall be maintained within the establishment for the use of customers

5. The petitioner will contact the McHenry County Health Department to obtain any necessary permits if food is being served at this location.

6. Any signage proposed must meet the provisions of Article 4-1000, Signs of the UDO. Permits through the Building Division must be obtained for all signs.

7. The petitioner shall address all of the review comments and requirements of the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

8. In the future, if the petitioner decides to serve food, carry-out will not be allowed.

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: 18

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: REPORT OF THE PLANNING & ZONING COMMISSION

#2012-27 R. Bernotas Middle School PTO

Use Variation to allow a Special Use Permit, from Article 2, Land Use of the UDO to allow an electronic message center sign within the "R-1" Single-Family Residential district at the R. Bernotas Middle School.

Lori Stroh, PTO President, 170 N. Oak Street

PZC Recommendation: Motion to deny the petitioner's request.

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

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Background:

- Location: 170 N. Oak Street
- Zoning: "R-1" Single-Family Residential
- Land Use: R. Bernotas Middle School
- Request: Use Variation to allow a Special Use Permit for an electronic message center sign.

Key Factors

- Request: The R. Bernotas PTO is requesting a use variation to allow a Special Use Permit for an electronic message center (EMC) sign within the "R-1" Single-Family Residential district at the R. Bernotas Middle School. The sign is proposed to be located between the two driveways along Oak Street.
- Existing Conditions: The existing free-standing sign identifying the R. Bernotas Middle School is located along Oak Street, but is set back from the right-of-way and partially concealed by existing foliage. The sign does not include a changeable copy portion.
- Sign Details: The proposed sign is 6'3" in height and approximately 29 square feet in area. The EMC component of the sign is 9.7 square feet. The sign will be set back 18 feet from the property line along Oak Street and is proposed to be aligned perpendicular to Oak Street.

- Ordinance provisions: Per the UDO, EMC signs are permitted as a Special Use only in the "B-2" district. Educational facilities are considered civic uses and are permitted to have free-standing signs that are up to 32 square feet in area and 8 feet in height. The proposed sign meets the area and height requirements, but requires a use variation and special use permit to allow the EMC component.

PZC Highlights

- The Planning and Zoning Commission expressed concerns about setting a precedent by allowing an EMC in a residential district. They felt that they would be inundated with requests from other schools as well as other uses such as churches.
- They had no concerns about a changeble copy sign, but felt that the request did not meet the findings of fact for a use variation and a special use permit.
- A sign survey for all the schools is attached.

If a motion is made to recommend approval of the petitioner's request, the following conditions are suggested:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
   A. Development Application, received 4-5-12
   B. Sign Details, received 4-5-12
2. A use variation is hereby granted to allow a Special Use Permit, from Article 2, Land Use of the UDO to allow an electronic message center sign within the "R-1" Single-Family Residential district at the R. Bernotas Middle School.
3. The internal illumination for the sign must:
   A. Shine fully only through the letter and graphic elements of the sign.
   B. Only illuminated between the hours of 7 am and 11 pm. At all other times, the internal illumination must be extinguished.
4. The following conditions will be applicable to the EMC:
   A. The EMC will be operated only between the hours of 7 am and 11 pm. At all other times, the EMC must be turned off.
   B. The EMC unit must be equipped with both a programmed dimming sequence as well as an additional overriding mechanical photocell that adjusts the brightness of the display to the ambient light at all times of day.
   C. The EMC unit must have the "flash" feature disabled and messages shall have a 5-minute "hold" time.
   D. The messages displayed on the EMC must transition from one message to another by either fading or dissolving to black with another message appearing immediately thereafter, without movement or other transition effects between messages.
   E. All messages displayed on the EMC must be static and must not reflect movement, flashing, scrolling or changes in shape or size of messages or portions of messages. Streaming and/or live-time video cannot be displayed and this function of the EMC must be disabled.
   F. The EMC unit must be equipped to override messages to allow emergency messages such as an "Amber Alert" or other such acute public emergencies. The District is requested to

cooperate with the City of Crystal Lake in order to allow the City to exercise its override authority.

G. The EMC sign must be set in a manner that the display will turn dark in case of a malfunction.

5. Landscaping is required to be located in an area radiating from the base of the sign. One square foot of landscape area is required per one square foot of sign area.
6. The petitioner shall ensure that there are no utility conflicts with the sign location.
7. The petitioner shall address all of the review comments and requirements of the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

Votes Required to Pass: A simple majority vote is required to deny the petitioner's request. A super-majority vote is required to overturn the Planning and Zoning Commission's recommendation and approve the petitioner's request.

Agenda Item No: 19

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: REPORT OF THE PLANNING & ZONING COMMISSION

#2012-31 Home Depot

Request: Final PUD Amendment to allow outside storage of seasonal items and rental trucks.

Mike Roach, Greenberg Farrow, Petitioner
21 S. Evergreen Ave., Arlington Heights

PZC Recommendation: Motion to approve the Planning and Zoning Commission recommendation and adopt an ordinance granting the Final Planned Unit Development Amendment to allow outdoor storage of vehicles and seasonal merchandise for the Home Depot at 4447 Route 14.

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

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Background:

- Home Depot was originally approved in 1996.
- This Home Depot is a high volume store, often needing outside area for storage and staging of products.
- Over the past few years, staff has worked closely with the Home Depot management to ensure that their outdoor storage and staging of seasonal merchandise is functional, safe and kept up.
- Recently, the Home Depot began storing Penske rental trucks on their lot for use by customers for delivery of large Home Depot purchases or moving.
- The new rental trucks required an amendment to the Final PUD. Staff also encouraged Home Depot to include their outdoor storage and staging of seasonal products in the amendment, removing the requirement to come back annually and request a Temporary Use Permit.

PZC Highlights:

- The Commission members had concerns over trucks being parked for pick up or loading in front of the store. It would cause pedestrian / vehicle conflicts.

- The Commission felt that the southeast drive aisle, east of the garden center, was the least visible location and consistent with other outdoor vehicle storage approvals they have granted.

The Planning and Zoning Commission recommended **approval (7-1)** of the petitioner's requests for a Planned Unit Development Amendment with the following conditions:

1. Approved plan, to reflect staff and advisory board comments, as approved by the City Council:
   A. Application (Greenberg Farrow, received 4/24/12)
   B. Site Plan (Greenberg Farrow, dated 4/18/12, received 04/24/12)

2. The dates and locations of the materials stored outside shall be as illustrated on the site plan.

3. Fenced area in parking lot:
   A. All items stored/displayed in the parking lot area shall have some type of barrier around the entire perimeter. The barrier shall not be permanently fixed to the parking lot pavement but must be removable in nature.
   B. Ensure 19-foot-long parking stalls are maintained along the west side of the closed off area.
   C. The drive-through lane for mulch, stone, etc. pickup shall be one-way with patrons entering from the south (entrance closest to the building). Two "No-Entry" signs shall be temporarily placed on the north side of the aisle accessible from the center drive aisle adjacent to Retail B.
   D. Signs shall be posted alerting drivers of pedestrians crossing the drive isle to get to and from the building and fenced-in display area in the parking lot.
   E. The fenced area in the parking lot shall contain trees, bushes, and bagged goods only. The smaller items such as annuals, perennials and hanging baskets shall be displayed in the garden center or in the area against the garden center wall. No displays are permitted outside of the fenced area in the drive aisles or landscape areas.
   F. Inventory cannot be displayed or stored in landscape areas or buffers, in the public right-of-way or on private access roads, or on elevated pads, ramps and similar structures.

4. Front of building between main entrances and garden center:
   A. Tables, carts and other display items may not be placed directly adjacent to the parking/fire lane. An unoccupied area of not less than 3 feet in width shall be provided for pedestrian access between the outside display and fire lane. Displays shall not be located within, nor encroach upon, a fire lane or maneuvering aisle.

5. East side of garden center:
   A. Storage along the side of the garden center shall be limited to live goods, mulch, bagged items and empty plant racks only.

6. The site shall remain clear of debris at all times. Seasonal clean up of items shall occur immediately after removing such items from their outdoor storage locations.

7. The outdoor storage of rental vehicles shall be limited to **6 trucks and will be stored along the southeast** ~~the eastern row of parking spaces adjacent to the existing fence or along the eastern side of the~~ drive aisle, east of the building. **(Modified by PZC)**

8. Access to the Fire Rescue Department connections and any fire hydrants cannot be blocked.

9. Displays cannot block any required egress doors from the building.

10. The conditions of the original approval ordinance #3930 shall remain applicable unless modified by this request.

11. The petitioner shall address all of the review comments of the Engineering and Building, Fire Rescue and Planning and Economic Development Departments.

12. **The pick-up and drop-off of the rental trucks shall occur on the east side of the building and south of the main drive aisle. (Added by PZC)**

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING AN AMENDMENT
TO THE FINAL PUD FOR TWIN PONDS MARKETPLACE – HOME DEPOT
4447 NORTHWEST HIGHWAY

WHEREAS, pursuant to the terms of the Petition (File #2012-31) before the Crystal Lake Planning and Zoning Commission, the Petitioner has requested an Amendment to the Final Planned Unit Development for Twin Ponds Marketplace – Home Depot to allow outside storage, sales and display for Penske trucks and seasonal items; and

WHEREAS, the required hearings were held on the petition of the property owners in the manner and the form required by the Unified Development Ordinance of the City of Crystal Lake and the statutes of the State of Illinois; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Amendment to the Final Planned Unit Development 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 Final PUD Amendment be granted to allow outside storage, sales and display for Penske trucks and seasonal items for the property located at 4447 Northwest Highway, Crystal Lake, Illinois.

SECTION II: That the Final PUD Amendment be granted with the following conditions:

1. Approved plan, to reflect staff and advisory board comments, as approved by the City Council:
   A. Application (Greenberg Farrow, received 4/24/12)
   B. Site Plan (Greenberg Farrow, dated 4/18/12, received 04/24/12)

2. The dates and locations of the materials stored outside shall be as illustrated on the site plan.

3. Fenced area in parking lot:
   A. All items stored/displayed in the parking lot area shall have some type of barrier around the entire perimeter. The barrier shall not be permanently fixed to the parking lot pavement but must be removable in nature.
   B. Ensure 19-foot long parking stalls are maintained along the west side of the closed off area.
   C. The drive-through lane for mulch, stone, etc. pickup shall be one-way with patrons entering from the south (entrance closest to the building). Two "No-Entry" signs shall be

temporarily placed on the north side of the aisle accessible from the center drive aisle adjacent to Retail B.

D. Signs shall be posted alerting drivers of pedestrians crossing the drive isle to get to and from the building and fenced-in display area in the parking lot.

E. The fenced area in the parking lot shall contain trees, bushes, and bagged goods only. The smaller items such as annuals, perennials and hanging baskets shall be displayed in the garden center or in the area against the garden center wall. No displays are permitted outside of the fenced area in the drive aisles or landscape areas.

F. Inventory cannot be displayed or stored in landscape areas or buffers, in the public right-of-way or on private access roads, or on elevated pads, ramps and similar structures.

4. Front of building between main entrances and garden center:

A. Tables, carts and other display items may not be placed directly adjacent to the parking/fire lane. An unoccupied area of not less than 3 feet in width shall be provided for pedestrian access between the outside display and fire lane. Displays shall not be located within, nor encroach upon, a fire lane or maneuvering aisle.

5. East side of garden center:

A. Storage along the side of the garden center shall be limited to live goods, mulch, bagged items and empty plant racks only.

6. The site shall remain clear of debris at all times. Seasonal clean up of items shall occur immediately after removing such items from their outdoor storage locations.

7. The outdoor storage of rental vehicles shall be limited to 6 trucks and will be stored along the southeast drive aisle, east of the building.

8. Access to the Fire Rescue Department connections and any fire hydrants cannot be blocked.

9. Displays cannot block any required egress doors from the building.

10. The conditions of the original approval ordinance #3930 shall remain applicable unless modified by this request.

11. The petitioner shall address all of the review comments of Engineering and Building, Fire Rescue and Planning and Economic Development Departments.

12. The pick-up and drop-off of the rental trucks shall occur on the east side of the building and south of the main drive aisle.

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 Variations in accordance with the provisions of this Ordinance, as provided by law.

DRAFT

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: 20

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Police Department Body Armor Bid

Staff Recommendation: Motion to award the bid for the purchase of Police Department Level II body armor pricing through May 31, 2014 and adopt a resolution authorizing the City Manager to execute a purchase agreement with the lowest responsive and responsible bidder, Ray O'Herron Co., in the total bid amount of $7,190.00.

Staff Contact: David Linder, Chief of Police

Background:

On Monday, April 23, 2012, the City of Crystal Lake publicly opened the bids received for Police Department body armor pricing valid through May 31, 2014. The Department anticipated bids over $10,000; thus formal bid procedures were followed. However, the majority of the bids received were under this threshold. Prices for each individual item bid were evaluated for compliance and compared against the other bidders.

Listed below are the costs to purchase 20 Level II units of body armor:

Bidder	Original Bid
Ray O'Herron Co. Inc. (Point Blank)	$7,190.00 √
Uniformity Inc. (PACA)	$8,219.00
VCG Uniforms (Performance 6)	$8,519.00
Air One Equipment (KDH Defense Systems)	$8,880.00
Air One Equipment (Protective Products Enterprises)	$8,880.00
Optics Planet Inc. (Second Chance)	$9,980.00

$11,019.00

VCG Uniform
(Phoenix 6)

√Lowest responsive and responsible bidder

With the assistance of a grant received, the Police Department will be replacing 20 Level II units of body armor for the Patrol Division. The bid specifications required body armor that has been tested by an independent testing laboratory as part of the National Institute of Justice (NIJ) Technology Assessment Program Information Center (TAPAC) body armor compliance testing program and found to fully comply with the requirements of NIJ Standard-0101.06. Each of the submitted bids met this requirement.

Recommendation:

The City Manager's Office and the Police Department have reviewed all bids received for completeness and accuracy in accordance with the Invitation to Bid Document and have checked references. It is staff's recommendation to award the bid for body armor to the lowest responsive and responsible bidder, Ray O'Herron Co., in the total bid amount of $7,190.00. The bid prices received for the aforementioned equipment will be valid through May 31, 2014. There are sufficient funds in the FY 2012/2013 Budget and anticipated FY 2013/2014 Budget for these items.

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 a purchase agreement between the City of Crystal Lake and Ray O'Herron Co. Inc. for Police Department Level II body armor pricing through May 31, 2014 in the total bid amount of $7,190.00.

DATED this 15th day of May, 2012

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By:_____
MAYOR

SEAL

ATTEST

_____
CITY CLERK

PASSED: May 15, 2012
APPROVED: May 15, 2012

Agenda Item No: 21

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Suburban Purchasing Cooperative Vehicle Purchase

Staff Recommendation: Motion to adopt a resolution authorizing the City Manager to execute an agreement with Currie Motors, in Frankfort, IL for the purchase of five (5) Police Interceptor Sedan Vehicles and two (2) Police Interceptor Utility Vehicles in the amount of $174,241 through the Northwest Municipal Conference Suburban Purchasing Cooperative.

Staff Contact: David R. Linder, Chief of Police
Victor Ramirez, Director of Public Works

Background:

The Police Department received approval for replacement of the fleet vehicles as part of the 2012-2013 Budget. These units will replace six sedans and one utility vehicle. A new Interceptor Utility vehicle will replace one sedan, which will allow the Department to more efficiently handle harsh weather conditions. As members of the Northwest Municipal Conference (NWMC), the City is able to take advantage of the Joint Purchase Program offered by the Conference. This program allows NWMC members to combine purchasing power, which enables significant cost reductions on a number of items. Periodically, the City would purchase these types of vehicle through the State of Illinois Joint Purchasing Program which is a similar to NWMC's program. This time, the NWMC results were more favorable.

All items that are bid through the NWMC follow the same State public procurements statutes that the City follows for a competitive, sealed bidding process. Once the sealed bids were opened, the NWMC Purchasing Advisory Committee, made up of municipal purchasing agents, reviewed all bids received for completeness and accuracy in accordance with the bid document.

Recommendation:

After careful examination, it is the recommendation of the Public Works Fleet and Facility Services Division, Police Department, and City Manager's Office to purchase five (5) Police Interceptor Sedan vehicles and two (2) Police Interceptor Utility vehicles in the amount of $174,241 from Currie Motors in Frankfort, IL through the NWMC Suburban Purchasing Cooperative. Funds have been budgeted for this purchase.

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 is authorized to participate in the NWMC Suburban Purchasing Cooperative and the City Manager be and he is hereby authorized and directed to execute, and the City Clerk is hereby directed to attest, the contract between the City of Crystal Lake and Currie Motors Fleet in Frankfort, IL for the purchase of five (5) Ford Sedan Police Interceptors and two (2) Ford Utility Police Interceptors in the amount of $174,241 for the Police Department.

DATED this 15th day of May 2012.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

SEAL

ATTEST:

_____
Nick Kachiroubas, City Clerk

PASSED: May 15, 2012
APPROVED: May 15, 2012

Agenda Item No: 22

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Police Department National Night Out

Staff Recommendation: Motion to approve the National Night Out special event at the Three Oaks Recreation Area from 4:00 p.m. to 9:00 p.m. on Tuesday, August 7, 2012.

Staff Contact: Eric T. Helm, Deputy City Manager

Background:

The Police Department is requesting the use of the Three Oaks Recreation Area picnic grove, portions of the beach area, and portions of the parking lot for the National Night Out event from 4:00 p.m. to 9:00 p.m. on Tuesday, August 7, 2012. The event will be open to the public beginning at 5:00 p.m., and ending at 8:00 p.m., which is the normal closing time of the park. The Police Department is requesting the exclusive use of the picnic grove pavilion, but all other areas of the park would be open to the public. Based on last year's attendance in Downtown Crystal Lake, it is anticipated that approximately 700 people could participate in this event, including attendees and Police Department staff. The attendees will participate in Police and Fire Rescue Department displays, sponsor tables, and children's games. Children's games will be organized in the picnic grove and beach area. In addition, Fire Rescue apparatus will be parked in the parking lot for display.

Parking is not anticipated to be a problem since the event will occur on a Tuesday night, outside of the peak beach use times of 1:00 p.m. – 4:00 p.m. Non-Resident vehicles will be subject to the $5.00 per vehicle parking fee.

All City Departments have reviewed the event. The Police Department shall:

- Comply with all City Code regulations, Special Event requirements, and Pavilion rental requirements.
- The use of tents or canopies is subject to review by the Fire Prevention Bureau. The petitioner shall provide a detailed site plan for tents or canopies prior to the event.
- Maintain access to all fire lanes and the south lake marina boat ramp.
- Provide a plan for all on-site signage prior to the event, which shall be reviewed by the City and approved prior to placement.

Since the event is sponsored by the Crystal Lake Police Department, for the benefit of Crystal Lake residents, the special event fees would not be applicable.

Attached for your information is a copy of the Police Department's memorandum outlining the event. The City's Police Department, Fire Rescue Department, Public Works Department, and the Engineering and Building Department have reviewed the request.

Votes Required to Pass:
Simple majority vote of the City Council.

Agenda Item No: 23

City Council
Agenda Supplement

Meeting Date: May 15, 2012

Item: Property Acquisition Ordinance – 62 Railroad Street

Staff Recommendation: Motion to adopt an Ordinance authorizing acquisition of property – 62 Railroad Street.

Staff Contact: George J. Koczwara, Deputy City Manager

Background:

In order to continue with planned parking improvements to the Downtown area, the City Council is requested to approve the attached ordinance authorizing the acquisition of the property at 62 Railroad Street.

Recommendation

It is staff's recommendation to adopt an ordinance authorizing the acquisition of property at 62 Railroad Street.

Votes Required to Pass:

Two-thirds of the elected corporate authority then holding office.

DRAFT

AN ORDINANCE AUTHORIZING ACQUISITION OF PROPERTY

WHEREAS, the Corporate Authorities of the City of Crystal Lake, McHenry County, Illinois, have approved a plan for the acquisition of portions of certain property hereinafter legally described in Section 2 hereof for public use within the boundaries of the City, and for payment of the cost thereof; and

WHEREAS, the Corporate Authorities of this City have determined that it is necessary, useful, advantageous and in the best interests of this City that the property hereinafter described be acquired, through purchase, and the cost therefore be paid by the City; and

WHEREAS, the City of Crystal Lake is empowered, pursuant to the Illinois Municipal Code, 65 ILCS 5/11-61-1, to obtain property that is useful, advantageous or desirable for municipal purposes or public welfare.

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

SECTION 1. It is hereby determined that the property legally described in SECTION 2, below, and that said property be acquired by the City in the amount of $115,000 and other necessary associated fees, and used and occupied for public use. The public funds used to acquire the property will be from the City's General Fund reserves.

SECTION 2. It is hereby determined that it is necessary and desirable that the City of Crystal Lake acquire title to and possession of the following-described real property, which said real property is necessary, required and needed for public use, and which real property lies wholly within the limits of the City of Crystal Lake, to-wit:

DOC 2006R0054490 & 908483
LT 16 & NW1/2 LT 17 ORIG PLAT NUNDA CITY OF

COMMON ADDRESS: 62 Railroad Street, Crystal Lake, IL 60014

P.I.N. 14-32-433-012

SECTION 3. Cowlin, Curran & Coppedge, Ltd., or its agent, be and hereby is authorized, empowered and directed to negotiate for and on behalf of the City of Crystal Lake with the owner or owners of the above-described real property for the purchase, including a Post-Possession Agreement, thereof by the City. Cowlin, Curran & Coppedge, Ltd. is directed to represent the City in the preparation of the documents required for the purchase of the property.

DRAFT

The City Manager is hereby authorized to execute said documents on behalf of the City of Crystal Lake.

SECTION 4. This Ordinance shall take effect from and after its passage, approval and publication in the manner provided by law. The City Clerk is hereby directed and ordered to publish this ordinance in pamphlet form.

DATED at Crystal Lake, Illinois, this 15th day of May, 2012

APPROVED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

PASSED: May 15, 2012
APPROVED: May 15, 2012