City of Woodstock

Office of the City Manager

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121 W. Calhoun Street
Woodstock, Illinois 60098

Roscoe C. Stelford III
City Manager

WOODSTOCK CITY COUNCIL
City Council Chambers
May 3, 2016
7:00 p.m.

Any Person Wishing to Address the City Council Must Approach the Podium, be Recognized by the Mayor, and Provide Their Name and Address for the Record

The complete City Council packet is available at the Woodstock Public Library, Woodstock City Hall, and via the City Council link on the City's website, www.woodstockil.gov. For further information, please contact the Office of the City Manager at 815-338-4301 or citymanager@woodstockil.gov.

The proceedings of the City Council meeting are being audio-recorded only to aid in the preparation of the Minutes and are not retained as part of the permanent records of the City.

CALL TO ORDER

ROLL CALL:

A. FLOOR DISCUSSION: 1.) National Police Week Proclamation (Doc.1)
2.) National Public Works Week Proclamation

Anyone wishing to address the Council on an item not already on the agenda may do so at this time.

1. Public Comments
2. Council Comments

CONSENT AGENDA:
(NOTE: Items under the consent calendar are acted upon in a single motion. There is no separate discussion of these items prior to the Council vote unless: 1) a Council Member requests that an item be removed from the calendar for separate action, or 2) a citizen requests an item be removed and this request is, in turn, proposed by a member of the City Council for separate action.)

B. MINUTES OF PREVIOUS MEETINGS:
April 12, 2016 Budget Workshop Minutes
April 19, 2016 City Council Minutes

C. WARRANTS: 3710 3711

D. MINUTES AND REPORTS:
Police Department Report – March 2016
Historic Preservation Commission – February 22, 2016

E. MANAGER'S REPORT NO. 67

1. **Liquor License – ShopFresh –**Approval for the issuance of a B-3 Liquor License to ShopFresh, 330 Eastwood Drive, Woodstock. (67a)

2. **Variance – 312 Dean Street –** Adoption of an Ordinance varying a Section 7A.3.E (Bulk and Area Requirements) of the Woodstock Unified Development Ordinance to allow the construction of a second story deck. (67b)(Doc.2)

3. **Award of Contract – Softener Repair -** Approval of the following: (67c)
   a.) Recommendation to waive the requirement for competitive bids and award of contract to Drydon Equipment to purchase materials to restore the softener at the Seminary Avenue Water Treatment Plant for a cost not to exceed $29,669.90.
   b.) Recommendation to waive the requirement for competitive bids and award of contract to Manusos General Contracting to make necessary repairs to softener #3 at the Seminary Avenue Water Treatment Plant for a cost not to exceed $13,200.

4. Traffic Ordinances – Community Events – Approval of the following: (67d)

a.) An Ordinance establishing temporary parking restrictions for the Girls on the Run 5K on Sunday, May 22, 2016. (Doc.3)

b.) An Ordinance establishing temporary traffic and parking restrictions for the annual Memorial Day parade and ceremony on Monday, May 30, 2016. (Doc.4)

c.) An Ordinance establishing temporary traffic and parking restrictions for the VFW Remember Our Heroes Car Show on Saturday, June 25, 2016. (Doc.5)

d.) An Ordinance establishing certain temporary parking restrictions in and near Emricson Park on Monday, July 4, 2016. (Doc.6)

e.) An Ordinance establishing certain temporary parking restrictions for the McHenry County Fair from Wednesday, August 3, 2016 thru Monday, August 8, 2016. (Doc.7)

f.) An Ordinance establishing certain temporary parking restrictions for the Woodstock on the Square Car Show on Saturday, August 20, 2016. (Doc.8)

g.) An Ordinance establishing certain temporary parking restrictions for the Care4 Breast Cancer Walk on Sunday, October 16, 2016. (Doc.9)

DISCUSSION ITEMS:

5. **Home Rule Policy Discussion** (67e)

EXECUTIVE SESSION:

Collective Bargaining (Open Meetings Act: 5ILCS 120/2 (c)(2)
Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

FOP Contract Units A (Patrol Officers) and B (Telecommunicators and Records Clerks)

RETURN TO OPEN SESSION:

6. FOP Contract – Approval of a Collective Bargaining Agreement Between the City of Woodstock and the Illinois Fraternal Order of Police Labor Council/Woodstock Lodge #191Units A (Patrol Officers) and B (Telecommunicators and Records Clerks) (67f) (Doc.10) (Doc.11)

FUTURE AGENDA ITEMS

ADJOURN

NOTICE: In compliance with the Americans With Disabilities Act (ADA), this and all other City Council meetings are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed, please call the City Manager's Office at 815/338-4301 at least 72 hours prior to any meeting so that accommodations can be made.

City of
WOODSTOCK

Police Department
Robert W. Lowen, Chief of Police
656 Lake Avenue
Woodstock, Illinois 60098

phone 815.338.6787
fax 815.334.2275
policedept@woodstockil.gov
www.woodstockil.gov

To: Roscoe C. Stelford, City Manager
From: Robert W. Lowen, Chief of Police
Re: Proclamation Acknowledging National Police Week
Date: April 20, 2016 (May 3rd City Council Meeting)

In 1962, President Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

During National Police Week we take time to remember those who have lost their lives in the line of duty across the United States of America and acknowledge those in law enforcement who day in and day out put their lives on the line to protect the citizens they serve.

The Woodstock Police Department embraces the tenets of Vision 2020 and assures that, *"Our Police Department is a vigilant guardian of our peaceful city, and businesses and citizens are actively involved in maintaining peace and security."* The Woodstock Police Department accomplishes this vision through our mission and primary goal which is, *"Providing the highest quality of police services by working with our Community and sharing our mutual responsibilities for safety, service and problem resolution."*

It is recommended that the attached Proclamation, identified as Document No.__1___, be approved celebrating National Police Week and recognizing the Men and Women of the Woodstock Police Department for their contributions ensuring the safety and security of the Woodstock Community.

Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

NATIONAL TRUST
for HISTORIC PRESERVATION®

DOZEN DISTINCTIVE
DESTINATIONS 2007

Woodstock is proud to have been recognized as a 2007 Distinctive Destination by the National Trust for Historic Preservation

PROCLAMATION
Honoring
NATIONAL POLICE WEEK 2016
and the
Woodstock Police Department

WHEREAS, since 1962, National Police Week has been designated annually to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy; and

WHEREAS, National Police Week is recognized this year during the week of May 15th through the 21st, bringing an estimated 40,000 attendees to events held in Washington DC, beginning with the National Law Enforcement Officers Memorial Fund's 28th Annual Candlelight Vigil, on the evening of May 13th; and

WHEREAS, Peace Officers Memorial Day, designated for Sunday, May 15th, honors all fallen officers and their families nationwide, and US flags should be flown at half-staff; and

WHEREAS, 252 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 123 officers killed in 2015 and 129 officers killed in previous years; and

WHEREAS, there are over 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the **Woodstock Police Department**; and

WHEREAS, since the first recorded death in 1791, more than 20,000 US law enforcement officers have made the ultimate sacrifice and been killed in the line of duty, a statistic that gratefully does not include any members of the **Woodstock Police Department**, reflective of the outstanding training, supervision, and skills displayed in the performance of their duties.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Woodstock, on behalf of all citizens of Woodstock, wishes to offer this community's sincere appreciation for the safety and security provided residents by members of the **Woodstock Police Department**, and publicly salutes all law enforcement officers throughout McHenry County and across the nation for their ongoing service and sacrifice.

APPROVED and ***ADOPTED*** by the City Council of the City of Woodstock, McHenry County, this 3rd day of May, 2016.

_____

Attest: Brian Sager, Ph.D., Mayor

_____

Cindy Smiley, City Clerk

City of
WOODSTOCK

Department of Public Works
326 Washington Street
Woodstock, Illinois 60098

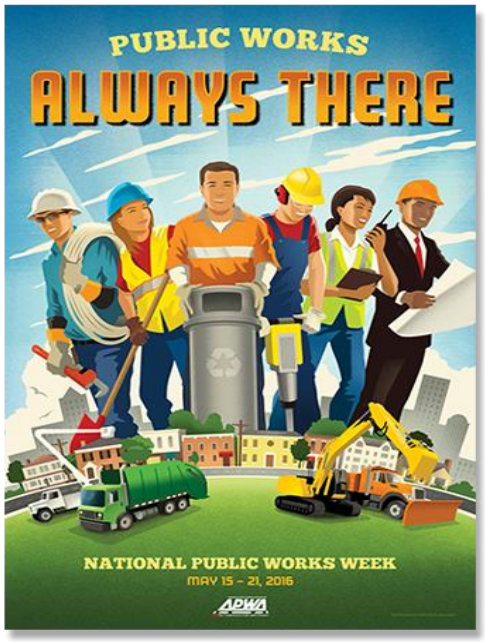
phone 815.338.6118
fax 815.334.2263
jvanlanduyt@woodstockil.gov
www.woodstockil.gov

To: Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

Re: National Public Works Week

Date: April 26, 2016



In accordance with the tradition of the American Public Works Association, those who work in professions that provide and maintain public facilities and services will be honored during National Public Works Week, May 15th through the 21st. Local events here in Woodstock are planned to show appreciation to Public Works employees who serve the Woodstock community day in and day out. National Public Works Week was designed to increase public awareness of these employee's contributions as well as to enlighten the public about the duties, practices, and goals of public works professionals.

This year, the theme of public works week is appropriately titled; "Public Works: Always There". This theme showcases the pervasiveness of public works. Communities depend upon public works, and the men and women of the profession are always there and always ready. The community relies upon each employee to keep them safe and protect their health and welfare. There are currently 43 employees in Woodstock's Public Works Department, totaling more than 505 years of experience, dedication, loyalty, and service to the Woodstock community. These employees are operating the City's water treatment facilities and the wastewater treatment facilities; maintaining the parks; maintaining vehicles and equipment; keeping the sewer and water distribution system flowing; maintaining streets and right-of-ways; performing engineering services; and managing the direction of the organization as a whole. Attached is a proclamation honoring May 15th – May 21st as Public Works Week here in Woodstock. Please join me in expressing appreciation for the efforts of all Public Works employees during this national week of celebration.

Reviewed and Approved by:

Roscoe C. Stelford III
City Manager

NATIONAL TRUST
for HISTORIC PRESERVATION®
DOZEN DISTINCTIVE
DESTINATIONS 2007

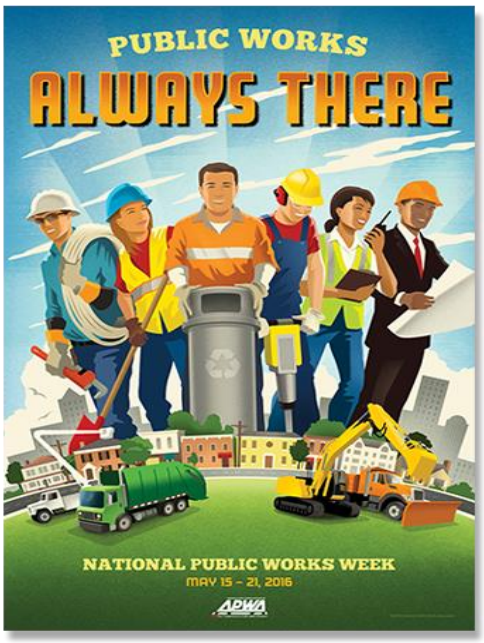
Woodstock is proud to have been recognized as a 2007 Distinctive Destination by the National Trust for Historic Preservation

PROCLAMATION
Honoring
NATIONAL PUBLIC WORKS WEEK 2016
and
Woodstock Department of Public Works

WHEREAS, since 1960, the American Public Works Association has sponsored National Public Works Week across North America to energize and educate the public on the importance of public works to their daily lives; and

WHEREAS, recognition of National Public Works Week takes place this year from May 15th - 21st, 2016, celebrated with the theme *ALWAYS THERE*; and

WHEREAS, municipal entities such as **Woodstock Department of Public Works** are truly the backbone of every community, providing services that are an integral part of our citizens' daily lives; and



WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, parks, public buildings, fleet, and solid waste collection; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff **Woodstock Department of Public Works** is materially influenced by the community's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Woodstock, on behalf of all citizens of Woodstock, wishes to congratulate and commend **Woodstock Department of Public Works,** and offer the community's deep gratitude for their dedication, hard work, and invaluable contributions to Woodstock residents' health, safety, comfort, and quality of life.

APPROVED and ***ADOPTED*** by the City Council of the City of Woodstock, McHenry County, this 3rd day of May, 2016.

_____
Brian Sager, Ph.D., Mayor

Attest:

_____
Cindy Smiley, City Clerk

City of Woodstock
Special City Council Budget Workshop
April 12, 2016
Council Chambers

MINUTES

A special Budget Workshop meeting of the Woodstock City Council was called to order by Mayor Brian Sager at 3:30PM on Tuesday, April 12, 2016 in the Council Chambers at Woodstock City Hall. Notice of this Special Meeting was posted 48 hours in advance at Woodstock City Hall. All media was notified of this Special Meeting. All Council members were notified of this Special Meeting.

Mayor Sager stated that the purpose of this meeting is a workshop to discuss and review the FY2015/2016 Budget.

A roll call was taken.

Council members present: Daniel Hart, Maureen Larson, RB Thompson, Joseph Starzynski, Michael Turner, and Mayor Brian Sager.

Council members absent: Mark Saladin. Councilman Saladin joined the proceedings at 4:13PM.

Staff present: City Manager Roscoe Stelford, Finance Director Paul Christensen, Human Resources Director Deborah Schober, Public Works Director Jeff Van Landuyt, Opera House Director John Scharres, Library Director Nick Weber, Police Chief Robert Lowen, Recreation Director Dave Zinnen, Economic Development Director Garrett Anderson, Building and Zoning Director Joe Napolitano, Deputy Chief of Police John Lieb, Assistant Public Works Director Tom Migatz, Opera House Box Office Manager Daniel Campbell, Opera House Building Manager Mark Greenleaf, Opera House Production Manager Joe McCormack, Opera House Production Assistant Dan Wiegel, IT Manager Dan McElmeel, and Grant Writer Terry Willcockson.

OTHERS PRESENT: City Clerk Cindy Smiley

Mayor Sager expressed appreciation to staff and all who worked to put this document together. He noted one of the things the City has always been able to say is that its financial documents are in order and prepared in a professional manner. He stated, in addition staff has done an excellent job in tying this document to the work of the City making it in every sense of the word a planning document. He stated there is no more important decision the Council can make than to pass a balanced budget designating how the City's funds are to be used. Noting there is a majority of the quorum present, he stated it is appropriate to proceed with the budget discussion.

BUDGET DISCUSSION

In response to a request from Mayor Sager to offer introductory comments, R. Stelford echoed Mayor Sager's comments stating this document would not have been possible without the work of City Staff. He stated Council will notice some changes when looking at the budget, noting staff was challenged to analyze functions and develop other methods of providing services in a more cost-effective and efficient manner. He further stated that staff was challenged this year to create performance measurements for their respective operations. Mr. Stelford noted while some of this information will be refined over the next two or three

years, this first attempt represents a good start and will be beneficial in the long-term management of the City's limited financial resources.

Mr. Stelford stated the FY16/17 Budget as presented is balanced from an operating perspective and addresses the priorities Council identified in the previous Budget Workshops while still allowing the City to continue to freeze the property tax levy only relying on new growth.

P. Christensen stated last year finished extremely well with $800,000 in the General Fund which can be transferred for use in the CIP. He noted this is due to increased revenues and decreased spending. In response to a question from M. Turner, Mr. Christensen stated the majority of savings is due to a decrease in spending. In response to a question from RB Thompson concerning the Police Pension Fund, Mr. Christensen stated this fund will not make the actuarial assumptions, but that it is a long-term goal with peaks and valleys.

Mayor Sager noted the budget document is comprised of four sections: the Budget Transmittal Letter, Introduction, Department/Fund Budgets, and Supplemental Information. He recommended reviewing the budget section by section and suggested grouping related items and funds within each section for discussion.

Budget Transmittal Letter

Mayor Sager stated it is important to acknowledge the significant accomplishments made by staff in FY15/16 on behalf of the residents. He noted these included the reconfiguration of the Community and Economic Development Department into two separate departments: the Building and Zoning Department and the Economic Development Department; the hiring of two professionals to staff the new Economic Development Department; creation of the Enterprise Zone, implementation of Incentive Programs to benefit existing businesses and attract new businesses; and the partnership and support of the Chamber of Commerce, among many others.

Mayor Sager also noted the significant building needs that were addressed at the Old Courthouse and the establishment of the Old Courthouse and Sheriff's House Advisory Commission.

Mayor Sager stated that total General Fund Revenues are projected to end FY15/16 exceeding the budgeted amount by $300,800 or 3.2%. In addition, he stated FY15/16 expenditures are projected to end $257,800 or 5.4% below the budget.

Mayor Sager stated the FY16/17 Budget projects revenues of $32,280,400 which is an increase of 2.1% when compared to FY15/16. He noted the City will once again be able to abate the inflationary increase allowed by PTELL, doing so for the 5th consecutive year. He further noted the City has been successful at balancing the budget without extending PTELL, saving the residents which could have been a 25% cumulative increase in their property taxes.

Mayor Sager then called Council's attention to the many goals identified for FY16/7 as summarized on Page 8 of the Budget Transmittal Letter.

In response to a question from Mayor Sager, R. Stelford stated this is a balanced operating budget. He noted when including capital expenditures it may result in the appearance of an unbalanced budget as capital projects may use resources received in prior years or may be begun in one year and finished in the following year. He stated this is why the budget is referred to as a balanced operating budget

Introduction

Personnel Summary

Mayor Sager called attention to the Personnel Summary, stating this is a staffing comparison by department. He noted the City is down 17 FTE (full-time equivalents) from FY13/14 and down .5 FTE from FY15/16.

R. Stelford stated that the position of Planning and Zoning Administrator, vacated with the retirement of Jim Kastner, will not be filled, but rather those functions will be split among three other individuals in that Department. He also noted that the Office of the City Manager lists 6.0 positions which is an increase. He stated the Administration is recommending the addition of a 2nd IT staff member who would provide technical support for all City departments. Mr. Stelford also stated that with the forthcoming retirement of the City Manager's Office Assistant, staff came up with the creative idea of sharing this position with the Opera House. He stated one full-time person will be hired who will serve as a half-time Office Assistant in the City Manager's Office and a half-time Office Manager for the Opera House. He noted this is not reflected in the budget document as the retirement of the Office Assistant was not known until the document was completed, but that it will save the City one part-time position.

In response to a question from M. Turner, R. Stelford stated IT Manager Dan McElmeel is inundated with service requests, because the City has so successfully embraced technology and he covers all departments. He noted that, as a result, some projects just must wait. He stated that Mr. McElmeel also is responsible for the fiber project, noting that the partners in this project have talked about how much the City has done to make this project successful and that this is due to Dan. Mr. Stelford also stated that in the next few years the police sergeant who handles many IT functions at the Police Department will be retiring which will necessitate having someone who can take over this function. In addition, he stated, this individual will be able to provide IT services to the Public Library which currently outsources these services. He stated the Administration is looking at creative methods to fund this position. D. Schober noted this IT position was added to last year's budget, but was not filled.

Overview – All Funds

A brief discussion ensued regarding the revenue sources and expenditures.

Overview – Governmental Funds

In response to a question from M. Turner, R. Stelford noted this is a summary statement for the General Fund.

Overview –Proprietary Funds

No discussion

Overview – Fiduciary Funds

No discussion

Major Revenues

In response to a question from M. Turner, R. Stelford stated it is largely the income tax revenue that is being referred to when discussing cuts in state-shared revenue. In response to further questioning, he stated the amount of the cut discussed has been as high as 50%.

Community Profile

Mayor Sager commended staff for the Community Profile that has been included in the budget document.

Department/Fund Budgets
Mayor Sager suggested grouping related departments/funds together for discussion.

General Fund Revenues
No discussion

General Government/City Hall
RB Thompson noted the City's legislative advocate also works on behalf of MCCG and other municipalities and questioned the $60,000 expenditure for this service. Mayor Sager opined that the City has had a couple of incredible years with moving projects forward, including the Rt. 14 and Rt. 47 improvement projects, crediting the efforts of the City's legislative advocate for this. R. Stelford noted the $60,000 is paid to the advocate's firm for the work of her entire team. He also noted, when visiting Springfield City representatives have been told repeatedly the City has a great legislative advocate. J. Starzynski stated every person he met when participating in a drive-down to Springfield, whether Republican or Democrat, told him Woodstock has the right person advocating for its interests.

R. Stelford noted the position of City Hall custodian was previously removed with that function being performed by the Public Works Department.

Administrative Adjudication
Mayor Sager stated it is important to note that this program is a challenge and while it is a goal to cover all costs, this is not expected. R. Stelford stated this program is in line with Council's philosophy of attaining code compliance rather than assessing fines.

Finance Department
No discussion

Audit
Mayor Sager noted this is the second year of the new budget format stating he appreciates the work staff has done to create this revised document. He stated this new format does incorporate the things required by GFOA and is in line with those requirements. P. Christensen stated the GFOA did award the City for its new format and that the City also received a new, never before received, award for the PAFR.

Wireless Alarm System
Mayor Sager noted this is a service the City provides to its businesses. R. Stelford noted the major change in this line item is that the operating revenue from this program will be used to help offset the costs to the Police Department, which was always the intent. In response to a question from Council, R. Stelford stated businesses are paying the City $90 per month for this service, while it would cost between $120 and $130 from a private provider. He also noted that prices charged by private providers have increased due to the cost of copper while the City has not raised its cost to the businesses since program inception. In response to a question from M. Turner concerning whether all businesses must participate in the program, R. Stelford noted which businesses must participate is determined by building codes. A discussion followed of the value of this program to the businesses and how the cost to the businesses is determined.

Human Resources
D. Schober noted one of the Performance Measures indicated in the Budget document, the Workmen's Compensation Claims Modifier, must be removed as it is not measured by McMRMA.

Health/Life Insurance
In response to a request from M. Turner, City Staff indicated Council would be provided with a comparison of health insurance costs, by tier, with previous years.

R. Stelford stated the City Administration has made several changes to control costs, including several as far as claims costs. A discussion followed regarding the implementation by employers of Health Savings Accounts.

Liability Insurance
In response to a question from Council concerning the increase in this item, R. Stelford noted this fund is a debit/credit formula based on the City's losses and the losses of its peers, as the City is a participant in this through McMRMA. P. Christensen also noted this includes funds put into the account for unemployment compensation resulting from the Dispatch Consolidation.

Building and Zoning
Mayor Sager noted Council has already discussed the personnel adjustment proposed for this Department. He noted the organization must look at the big picture when long-term employees leave to see how the function can be managed and applauded staff for coming up with this plan.

Public Works Departments and Funds
Administration – J. Van Landuyt noted there have been many staff changes during this past year with the hiring of a new Assistant Director, the move of the current Office Manager to the Office of the City Manager and the hiring of a new Office Manager, and the exit of the Streets/Fleet Superintendent. He stated it has been determined to once again split the Streets and Fleet Superintendent functions between two separate positions, with this costing no additional money. He explained the reasoning behind this proposed modification.

Streets – Noting the many discussions which have taken place during the past year, Mayor Sager stated the City has created a Pavement Management Task Force to look at new technology, funding alternatives, and collaborative efforts to address the City's need for street improvements. He stated this group will forward a report to Council with their findings and suggestions.

In response to a question from M. Turner concerning the apparent reduction in spending for streets, R. Stelford stated this is a reporting function as these expenditures have been transferred from the MFT Fund to the City's General – CIP Fund. He noted this frees the City to make choices in how to get the most for its dollars.

M. Turner requested that Council be provided with specific information as to how the City has stretched funds to maximize street improvements and also asked that the Task Force look at how the City could further stretch these dollars.

Fleet Maintenance – Mayor Sager noted City Staff does a remarkable job in maintenance of equipment to get longer than the anticipated life out of it.

Parks – Mayor Sager noted while there are still many demands for park amenities, this fund has been depleted as a result of limited residential growth. He noted he has received requests for inclusion of a skate park in a City park. He also stated there has been some discussion about inclusion of a performance venue at Emricson Park. He noted neither of these projects have been included in the budget.

Utility Revenues – P. Christensen noted these are still down, which seems to be a result of a decline in usage. He stated the City has continued to experience cool, wet summers and industries continue to evolve using less water. He noted the budget as presented proposes a 5% increase. He stated the City is currently ranked second to the bottom in what is charged for water and will continue in that position with the proposed increase. He stated there will be a deficit in this fund, which will be acceptable as a large bond will be rolling off at the end of the fiscal year.

In response to a question from M. Turner concerning the need for an increase, P. Christensen stated the City has been deferring projects and improvements due to a lack of funds. A discussion followed of the condition and capacity of the City's Water Treatment and Wastewater Treatment plants. Mayor Sager urged Council to be careful, noting in a previous situation Council did not raise rates on a regular basis and had to implement a large increase in order to catch up and be able to maintain the system. He opined that a series of small increases would be more acceptable than one large increase.

P. Christensen stated the fund balances are on the low side and from a financial standpoint should be larger. In response to a request from M. Turner to explain this, R. Stelford stated the rule of thumb is to have a 90- to 120-day reserve in order to deal with an emergency and absorb changes. He noted this gives the City more time, which results in good decisions. P. Christensen stated the cash balance is probably $50,000, with the rest being receivables.

In response to a question from Council, J. Van Landuyt noted the City has been conducting a leak detection program to determine where water is being lost, stating it did not show any significant loss.

In response to a question from M. Larson, P. Christensen stated water meters are being switched out neighborhood by neighborhood, with J. Van Landuyt noting approximately 400 per year are being switched. He further noted that approximately 70% of the City's meters have been switched.

In response to further questioning concerning the need for an increase, P. Christensen stated the pipes are underground and cannot be seen but need work. J. Van Landuyt stated, in addition, the City has had to shift and delay needed projects to complete a more urgent project at the water treatment plant because funding was not available for all needed projects. He noted he could easily put a $90,000 infrastructure project together if funds were available, including the replacement of some water mains.

Mayor Sager stated the Council has noted many times that property taxes have not been increased, but the City is reaching the point of no return for some needs and must look at other opportunities to support those needs.

J.Starzynski noted the City is really behind on roads and he would hate to be in the same position with the City's water facilities.

It was the consensus of Council to leave the proposed water rate increase at 5% as proposed.

Recreation Department/Aquatic Center/Recreation Center
RB Thompson noted the Recreation Center now has 1,200 members and saw 60,000 visits in FY15/16.

Mayor Sager wished to note his gratitude to all directors and employees for the exceptional job they do in making things work throughout the City. He stated the number of complaints or concerns he receives from residents is next to zero. He also stated he hears great comments about the Recreation offerings. M. Larson noted she also hears good comments.

In response to a question from RB Thompson, Dave Zinnen noted attendance has been down at the Aquatic Center for the last three years because of cool, wet weather.

In response to further questioning from RB Thompson, R. Stelford stated the Recreation Center uses a custodial service. D. Zinnen further stated there is a person who comes in to do the skilled work on the machines.

In response to a question from M. Larson concerning providing the City Scene electronically, D. Zinnen stated that there is a very positive reaction when the brochure is received by the public. He stated people are used to having the brochure in their hands. In addition, he stated, this is a very large document to provide on line.

In response to a question from M. Turner, D. Zinnen stated there is advertising sold for the inside front and back covers. He stated that past Councils were opposed to placing advertising in the City Scene. M. Turner noted that additional advertising could be used to offset the cost of production and mailing of the document. In response to a comment from Mayor Sager noting the time-consuming nature of advertising sales, Mr. Zinnen stated Cheryl Wormley sells the advertising for which she gets 30%. He stated this works best as the Recreation Department already solicits Recreation Program sponsorships. He indicated his agreement with including more advertising in the City Scene under the current arrangement. Mayor Sager stated his belief that the public enjoys looking at the hard copy of the City Scene and expressed his support for additional advertising in the form of a center insert. Discussion followed of this with the consensus of Council being that they are supportive of additional advertising but will leave this up to staff.

M. Larson offered the assistance of Promote Woodstock, Inc. in the layout of the City Scene.

<u>NISRA</u>
Mayor Sager noted this program is of great benefit to a number of our residents.

<u>Community Events</u>
Noting a reduction in funding, RB Thompson asked about the Sister Cities Program stating he has heard the City no longer has a Sister City. Mayor Sager stated this is incorrect. He noted the program has not been as active recently due to the elections that are going on there precluding visits by officials.

M. Larson noted the success of the Coffee at the Café Program for the seniors at a minimal cost.

<u>Economic Development</u>
Mayor Sager noted the exceptional effort on behalf of the municipality to get this department up and running with the hiring of two strong economic development professionals.

R. Stelford noted the City has a number of strong Economic Development efforts in the works with a discussion ensuing regarding these various opportunities.

<u>Revolving Loan Fund</u>
R. Stelford noted this has been extremely successful and well received. He stated there are additional businesses interested in taking advantage of this program, so much so that it may be necessary to transfer additional funds into this account.

Police Department
R. Stelford stated the Administration is recommending an increase of one patrol officer. He noted this position is not being recommended for 100% funding because the new individual cannot be brought on until July. Once the new officer completes training, an officer will be assigned to the Drug Enforcement Task Force, which will provide some revenue. He noted the officer assigned to the Task Force probably will not be the new officer.

Discussion followed of the effect Home Rule will have on the police hiring process. RB Thompson opined that more female officers should be hired. Mayor Sager stated whether the City is Home Rule or not, there are still processes and procedures which must be followed regarding police hiring and which may or may not support Mr. Thompson's suggestion.

D. Hart asked if any thought has been given to adding another Deputy Chief position. D. Schober noted this position was in the budget at one time but has been removed. R. Stelford stated this is a very expensive position to fill noting Chief Lowen and Deputy Chief Lieb have done an excellent job working with the sergeants.

M. Turner noted perhaps another officer could be added from the increased revenue resulting from the Special Census.

Opera House
Mayor Sager noted there are a lot of new groups expressing interest in the Opera House and staff has done a good job in bringing in other productions.

RB Thompson commended J. Scharres on the new perimeter lighting. He stated he gets many questions as to why the lighting cannot be left on year round. J. Scharres opined this would make Christmas less special, noting the City plans quite an annual celebration around the Lighting of the Square. He stated it is possible to light the Square in segments should an event held on Main Street, for example, request this. Mayor Sager expressed agreement with Mr. Scharres' statement, with other Council members expressing their opinions that the lighting should be reserved for the Christmas holiday season.

In response to a question from J. Starzynski, D. Campbell stated approximately 20% of main stage ticketed revenue came from for-profit businesses. J. Scharres noted the vast majority of rentals are from not-for profits, with many involving the community theater.

Mayor Sager thanked the Opera House staff for their oversight of other events, particularly the City Band Concerts.

Library
N. Weber noted this year the library is celebrating its 125th anniversary, stating he and staff appreciate the Council's support for their activities.

In response to a question from RB Thompson, Mr. Weber noted most of the roof leaks have been repaired with a problem with one drain still being addressed.

Mayor Sager stated there is wide usage of the public library, noting at one time it was opined that library usage would decrease with the rise of technology. He stated, rather, the library has embraced technology and has flourished. He commended the library staff for the services they provide to all.

In response to a question from J. Starzynski, Mr. Weber noted the changes in the capital outlay items from last year are a result of combining two line items into one.

Library Building Fund
R.Stelford stated this fund has also been negatively impacted by a decline in development.

Social Security Fund
No discussion

IMRF
No discussion

MFT
Mayor Sager noted one thing City representatives tried to promote while in Springfield was the automatic payout of the City's MFT appropriation, stating this is also being promoted by the IML. He stated this proposal has received lukewarm support.

Paratransit
RB Thompson noted the new shelters around town which are very visible.

Debt Service/Library Debt Service
RB Thompson requested a spreadsheet showing when the City's bonds will be retired so that Council could better plan, perhaps having additional funds for projects. It was the consensus of Council they would like to see this.

M. Larson requested the numbers concerning how Home Rule would affect the cost of bonds. P. Christensen stated he will research and analyze this and provide the information requested.

Discussion followed of bonding rates and refunding and of the various bonds that will be paid in the next few years and the financial impact this will have.

TIF
In response to a question from Mayor Sager, R. Stelford stated $165,000 has been included in the FY16/17 Budget under Streetscape Improvements for improvements to the stone façade surrounding the Park in the Square.

In response to a question from J. Starzynski, P. Christensen stated the $20,000 allocated for a study on the Old Courthouse is the Artspace Study for which the City is receiving $20,000 in grant funding.

In response to a question from M. Larson concerning whether the roundabout should be budgeted for in this fund, P. Christensen stated there are many projects in line for funding through the TIF so it would be more appropriate to fund the roundabout through the CIP out of the General Fund.

Environmental Management Fund
Mayor Sager asked for Council's consideration of funding the Reusable Bag Initiative out of this Fund.

He reminded those present that the Environmental Commission and the Cultural and Social Awareness Commission have been working on this project and of the proclamation recently passed in support of the reusable bag initiative. As part of the project, it is proposed to purchase 15,000 reusable bags, which would

provide one to each household and additional which could be purchased. These bags would be sturdy, washable, canvas bags and would be specific to Woodstock. He stated there also would be an educational component, including a brochure, which would encourage the use of the bags. He stated the total cost of the bags would be $45,000 at $3.00 per bag, leaving $3,000 for the brochure. Mayor Sager stated this cost could be reimbursed through sponsorships and program fees. He noted the program fees would be enacted after the City attains Home Rule status and would be similar to the Aldi bag program. He stated, as envisioned, the program would provide for a charge to be made for bags purchased on a visit to the retailer with one-half of this fee going to the retailer and one-half to the City. He noted the final details of the program fees component would have to be developed, but stated this is how funds would be generated.

In response to a question from RB Thompson, Mayor Sager stated nothing would preclude retailers from having their own reusable bags.

Mayor Sager noted the funds are available for this program in the Environmental Management Fund and would be reimbursed eventually.

Discussion followed of the reusable bag program and the marketing efforts that would be implemented to educate the public.

RB Thompson commended Mayor Sager for his leadership in development of this program.

Mayor Sager likened this program to the City's efforts in becoming the first in the state to offer curbside recycling, noting he would like Woodstock to be the first to have a Reusable Bag Program. He stated it is hoped to roll the bags out in October.

It was the consensus of the City Council to create a new line item in the amount of $48,000 within the Environmental Management Fund to fund the Reusable Bag Initiative.

General Fund – CIP
In response to a question from M. Saladin, R. Stelford stated this does not include the information from the Pavement Management Task Force, noting an additional report will be coming from them. Mr. Stelford stated the funds allocated for cracksealing in the MFT line item have been doubled.

Hotel/Motel Tax
A brief discussion occurred concerning the acquisition of the Challenger Learning Center by Aurora University.

J. Starzynski left the Chambers at 6:30PM.

Supplemental Information
Addendum A – Glossary of Terms
No discussion

Addendum B – Debt Analysis
In response to a question from RB Thompson, P. Christensen detailed how the figures provided in Addendum B –Debt Analysis were arrived at.

Addendum C – Financial Policies
No discussion

ADDITIONAL DISCUSSION
Mayor Sager stated Council has now reviewed the entirety of the budget document. He reminded Council of its discussion at a previous Council Workshop of designating video gaming revenue for public purposes. Mayor Sager then presented a proposal which would designate this revenue for Quality of Life issues and Economic Development initiatives to include $100,000 for Promote Woodstock, Inc., the City's portion of the costs involved with the Enterprise Zone, funding for the Summer in the Park festival, the Sister City Program, Holiday Lighting, and a Hotel/Motel Tax supplement.

Discussion followed of the Mayor's proposal, with it being noted these funds would help various aspects of the community.

It was the consensus of the City Council to move forward with the development of Mayor Sager's proposal and bring it to Council for consideration at a future date.

CONCLUSION
R. Stelford noted the budget will be presented at the next City Council meeting with the only change to be a new line item to increase expenditures in the Environmental Management Fund by $48,000 for the reusable bag initiative, with staff developing an estimate of revenues.

ADJOURN
Motion by M. Turner, second by M. Saladin to adjourn this special City Council Workshop to the next regular meeting to be held on Tuesday, April 19, 2016, at 7:00PM in the Council Chambers at City Hall. Ayes: D. Hart, M. Larson, M. Saladin, RB Thompson, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: J. Starzynski. Motion carried. Meeting adjourned at 6:44PM.

Respectfully submitted,

Cindy Smiley,
City Clerk

MINUTES
WOODSTOCK CITY COUNCIL
April 19, 2016
City Council Chambers

The regular meeting of the Woodstock City Council was called to order at 7:00 PM by Mayor Brian Sager on Tuesday, April 19, 2016 in the Council Chambers at City Hall. Mayor Sager explained the consent calendar process and invited public participation.

City Clerk Smiley confirmed that the agenda before the Council is a true and correct copy of the published agenda.

A roll call was taken.

COUNCIL MEMBERS PRESENT: Daniel Hart, RB Thompson, Maureen Larson, Mark Saladin, Joseph Starzynski, Michael Turner, and Mayor Brian Sager

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: City Manager Roscoe Stelford, City Attorney T.J. Clifton, Finance Director Paul Christensen, Economic Development Director Garrett Anderson, Public Works Director Jeff Van Landuyt, Building and Zoning Department Director Joe Napolitano, Human Resources Director Deborah Schober, Chief of Police Robert Lowen, Assistant Public Works Director Tom Migatz, and IT Manager Dan McElmeel.

OTHERS PRESENT: Transportation Commission Chairman Andrew Celentano, Parks and Recreation Commission Chairman Mike McCleary, and City Clerk Cindy Smiley

FLOOR DISCUSSION
Public Comments
Lydia Baltalbos, 621 Dean Street, expressed her appreciation for the work that was put into the minutes of the previous meeting, stating they were clear and concise.

Ms. Baltalbos then cited a recent article in the Northwest Herald concerning the issues surrounding Hebron Board President John Jacobsen. She stated even though he is a Hebron leader, he was arrested on drug and firearms charges; and at the most recent Hebron Board meeting, residents presented petitions requesting his resignation. She noted his stated defense that even through the residents were asking for his resignation, this was a matter of personal privacy and is his business, not the people's business. She stated he refused to resign even in light of his arrest and that the people feel they don't have any authority over the process.

Ms. Baltalbos then noted it was previously stated by Council that there would be a discussion of a Home Rule policy at an upcoming meeting. Mayor Sager interjected that this discussion is scheduled for placement on the May 3rd meeting agenda. In response to a question from Ms. Baltalbos, Mayor Sager stated this discussion will occur at the end of the meeting, as are all discussion items. Ms. Baltalbos expressed her wish that this be widely published with Mayor Sager indicating the agenda will be published as are all Council agendas.

Ms. Baltalbos stated a recent TV interview with a representative from the Illinois Municipal League (IML) knowledgeable about Home Rule stated there is much lobbying going on to downsize the Home Rule population requirement from 25,000 to 5,000. She noted it was stated that the bond houses are very supportive of this and requested that this also be included as part of the discussion. Mayor Sager indicated that this is not the nature of the planned discussion. Ms. Baltalbos asked if it is possible to

have a representative from IML present at the discussion with Mayor Sager indicating that it is not. In response to a question from Ms. Baltalbos, Mayor Sager stated the City of Woodstock is not lobbying for this requirement. In response to a question concerning whether residents would have the opportunity to address the bond houses, Mayor Sager stated there are no bond houses involved in this discussion. Ms. Baltalbos stated it has become obvious that with Home Rule on the horizon, this expands the opportunities for borrowing, stating the ceiling is cracked. She opined that borrowing will take off, stating it was already expanded at 25,000, but at 5,000 it would really take off. She stated when it comes to budgets, this is at the top and must be paid. She further stated it is a given for investors in our state and some who don't even live in this country. Ms. Baltalbos stated she appreciates this topic will be on the May 3rd agenda for discussion and would like to have the opportunity to discuss how the financial aspect is involved at present and in the future.

Council Comments
There were no Council comments forthcoming.

CONSENT AGENDA
Motion by M. Turner, second by RB Thompson, to approve Consent Agenda Items A through D-7 as indicated.

Mayor Sager opened the floor to questions and comments concerning the Consent Agenda items.

Item D-5 – Schedule of Authorized Positions
In response to a statement and request from M. Turner that Paragraph 2 of the Staff Memo associated with item D-5 be amended to strike the word "governor" from the text as the budget crisis is of the state legislature's making, Mayor Sager stated he would exercise the Chair's discretion and ask that this be done as requested by Councilman Turner.

Item D-6 – FY16/17 Sewer Rates
M. Saladin stated with respect to an increase in water rates as identified in Item D-6, there was a discussion of this at the Budget Workshop and after listening to all of the considerations with respect to this fund and what projects are outstanding and what infrastructure improvements are necessary, he supports this item. He also noted that he had his meter changed this week, and commended City staff who did this for their excellent efforts.

Item D-1 – Mosquito Abatement
M. Turner noted that though he often argues against this program, changes seem to have been made that are more advanced in their approach. He requested that next year, the Environmental Commission do an in-depth study of this so that Council can make an informed decision.

M. Larson stated the larvacide makes sense to her, noting she very much is in favor of this program. She also stated her appreciation of the Environmental Commission's comments and is comfortable with the plan for now.

Item D-4 – Award of Contract – Police Portable Radios
Mayor Sager expressed his gratitude for the thorough analysis of the Police radio item. In fact, he stated, he is grateful for the thorough analyses of all items coming before Council.

Item D-7 – Annual Budget for FY16/17
Mayor Sager stated approval of the annual FY16/17 Budget is on the Council's agenda this evening. He noted the Council has held a Public Hearing and a public Budget Review Meeting prior to this evening. He stated his appreciation of staff's very thorough job of presenting the budget in a logical, conservative, fiscally-responsible manner.

A. MINUTES OF PREVIOUS MEETINGS:
April 5, 2016 Regular Meeting

B. WARRANTS: 3708 3709

C. MINUTES AND REPORTS:
Human Resources Monthly Report – March 2016
Public Works Monthly Report – March 2016
Environmental Commission Minutes – March 3, 2016
Old Courthouse Advisory Commission Minutes – March 21, 2016

D. MANAGER'S REPORT NO. 66

1. Designation of Video Gaming Revenue - Adoption of Resolution 16-R-08, identified as Document No. 1, *A Resolution Designating Video Gaming Revenue to Specific Purposes.*

2. Award of Contract – Mosquito Abatement – Approval to waive the requirement for competitive bidding for the provision of mosquito control services and award a contract for 2016 mosquito control services to Clarke Environmental for the quoted price of $4,913 per each application of larvae control products and $9,200 per each application for adult mosquito spraying.

3. MFT Allocation of Funds – Adoption of Resolution 16-R-09, identified as Document No. 2, *A Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code,* which appropriates $695,000 of Motor Fuel Tax funds from May 1, 2016 through April 30, 2017.

4. Award of Contract – Police Portable Radios – Approval of the following:
a) Waiver of competitive bids and award of contract to the sole-source provider, Motorola, for police radios and miscellaneous radio equipment necessary to utilize the Starcom21 Radio Network in an amount not to exceed $135,000;
b) Authorization for the City Manager to execute any service-related contracts subject to final review and approval by the City Attorney.

5. Schedule of Authorized Positions – Approval of Exhibit III – City of Woodstock Salary Structure for Non-Represented/Non-Bargaining Unit Employees and Exhibit IV – Schedule of All Authorized Positions/FTEs Proposed for FY16/17, as identified by Document No. 3.

6. FY16/17 Water and Sewer Rates - Approval of Ordinance 16-O-27, identified as Document No. 4, *An Ordinance Amending Portions of Title 6, Chapter 4 of the City Code*

of the City of Woodstock, McHenry County, Illinois, Pertaining to Water and Sewer Rates.

7. Annual Budget for FY16/17 - Approval of Ordinance 16-O-28, identified as Document No. 4, *An Ordinance Approving the City of Woodstock, McHenry County, Illinois, Annual Budget for Fiscal Year 2016-2017.*

8. Award of Contract – Walnut/Ash/Tappan- Approval of the following:

a.) An award of contract for Walnut/Ash/Tappan Storm Sewer improvements to the low bidder, PirTano Construction Company, Inc. for the Alternate 3 bid (construction of both Phase 1 and Phase 2) in the amount of $596,277.23.

b.) An agreement with HLR for construction engineering services related to the construction of the Walnut/Ash/ Tappan Street Storm Sewer Improvements for Alternate 3 for a not-to-exceed amount of $132,740.

A roll call vote was taken to approve Consent Agenda items A through D-7. Ayes: D. Hart, M. Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

DISCUSSION ITEMS

Item D-8 – Transportation Commission Presentation – Bike Rental Program and Bike Rack System

Mayor Sager noted there are a number of students here this evening and thanked them for their presence. He invited Transportation Commission Chairman Andrew Celentano to come forward to introduce the students and their project.

Mr. Celentano stated the students here this evening are four-year students in Woodstock High School's Engineering Design and Development program. He noted they have been working with the Transportation Commission and the Parks & Recreation Commission, meeting with Public Works Director Jeff Van Landuyt, Parks & Recreation Commission Chairman Mike McCleary, and Mr. Celentano since last May and wished to present a brief overview of their final project, a bike rental system with a functioning bike rack, to the Mayor and City Council. He noted another group of students is also present this evening, identifying them as Tess Devinger, Martin Halilaj, Patrick McGrath, and Nick Gulli, stating they are working on a new bike path program in Woodstock. Mr. Celentano stated both groups of students have had input from the Woodstock Police Department, bike advocates, and engineering firms.

Mr. Celentano invited students Jordan Loacker, Dan Regna, Spencer Stumpff, and Sam Wright to come forward to present their bike rental system project summary.

Mr. Loacker noted they have designed a modular electronic bike rack which is similar to the DIVVY system used in Chicago. He stated there are 1,000 bike rack locations in Chicago which are placed conveniently for their targeted audience. Mr. Loacker stated the targeted audience for the Woodstock program would include tourists, commuters, and defendants. He noted frequently people come to Woodstock by train for appearances at the McHenry County Government Center, stating once they are dropped off at the station they have few options to reach the Government Center. In addition, he noted, many of these defendants have lost driving privileges. Mr. Loacker stated there are bike rental programs all over the world, including Mexico and Washington D.C., with China having the largest program in the world.

The students presented various aspects of this program, stating it was chosen because of its potential in Woodstock, the affordability of the bikes, their environmental friendliness, and the impact it could have on personal fitness. It was also their wish to advance bike friendliness in Woodstock. The students also expressed their opinion that many streets can accommodate sidewalks, and if they were more readily available, Woodstock would move to come more bike-friendly.

The students identified and discussed each of their roles in the development of the prototype which was present for review. They described the rack, how it was designed and fabricated, and how it operated, impressing those present with their knowledge. They also showed the specs. All students expressed the satisfaction they received from their roles in the design and creation of the prototype.

In response to questions from the Council, they expanded on the workings of the locking mechanism, demonstrating how it works and discussing how payment would be made for use of the bike.

In response to further questioning from the Council, the students indicated it was their feeling there should be five bike racks located in Woodstock, with one right outside the Square, one at Emricson Park, one at the train station, one at the hospital, and one at Bates Park. In response to a question from Mayor Sager concerning the estimated cost, they stated while they did not calculate this, the actuator for each rack would be about $50 and the cost of the bike could be estimated at approximately $500. The students noted one way to offset costs would be to place advertising on the racks. In response to further questioning, they stated "regular" bikes could not use the racks, only the custom rental bikes. The students noted if many other bikes took up all the space in the rental racks, there would be no place to return the rental bikes.

In response to questioning from the Council, further discussion took place on how payment could be made, with the students opining this program could piggy back on the Recreation Department's ID system. In addition, the students stated they did not keep track of the hours spent on this project, but only had 45 minutes per day to work on it. They also noted the racks would be anchored into the concrete or a concrete pad and did require electricity to operate. They stated that solar panels could be used and would make an economical use of power.

In response to a question from Mayor Sager, each student stated their plan to major in engineering with each identifying the university they will attend next year and the field of engineering they hope to pursue.

Mayor Sager commended the students on their remarkable work, stating this is certainly an idea worth pursuing. He stated the City of Woodstock has always had a strong interest in environmental management and conservation. He also noted this project provides an opportunity for increased quality of life, making things more available to the community. He stated he was incredibly impressed with each student, wishing them good luck in the future. Mayor Sager also acknowledged the work of the advisors involved, thanking them for their efforts. The students, including those students involved in the Bike Path Project, were acknowledged with hearty applause.

FUTURE AGENDA ITEMS

There were no items added or removed from the Tentative Future Agendas.

ADJOURN

Motion by M. Saladin, second by M. Larson, to adjourn this regular meeting of the Woodstock City Council to the next regularly-scheduled City Council Meeting on Tuesday, May 3, 2016, at 7:00PM in the Council Chambers at City Hall. Ayes: D. Hart, M. Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: none. Meeting adjourned at 7:49PM.

Respectfully submitted,

Cindy Smiley
City Clerk

Name	Department	Total Gross
AMRAEN, MONICA	CITY MANAGER	1,620.00
HOWIE, JANE	CITY MANAGER	2,846.80
MCELMEEL, DANIEL	CITY MANAGER	2,824.23
SMILEY, CINDY	CITY MANAGER	200.00
STELFORD III, ROSCOE	CITY MANAGER	5,961.56
WILLCOCKSON, TERESA	CITY MANAGER	2,382.40
JANIGA, JOSEPH	CROSSING GUARDS	315.60
LUCKEY JR, HARRY	CROSSING GUARDS	694.20
LUCKEY, DALE	CROSSING GUARDS	450.45
MONACK, KIM	CROSSING GUARDS	364.80
Anderson, Garrett D	ECONOMIC DEVELOPMENT	4,261.54
Coltrin, Krista E	ECONOMIC DEVELOPMENT	2,384.62
BAYER, PATRICIA	FINANCE	961.60
CHRISTENSEN, PAUL N	FINANCE	4,321.57
LIEB, RUTH ANN	FINANCE	2,138.40
STEIGER, ALLISON	FINANCE	378.00
STRACZEK, WILLIAM	FINANCE	2,576.92
WOODRUFF, CARY	FINANCE	1,833.60
DYER, JASON L	FLEET MAINTENANCE	1,744.00
GROH, PHILLIP	FLEET MAINTENANCE	2,002.40
LAMZ, ROBERT	FLEET MAINTENANCE	2,183.20
MAY, JILL E	HUMAN RESOURCES	1,727.20
SCHOBER, DEBORAH	HUMAN RESOURCES	4,512.72
BERGESON, PATRICIA	LIBRARY	211.20
BRADLEY, KATHERINE	LIBRARY	894.85
Burton, Parker E	LIBRARY	189.75
CAMPBELL, SARAH JANE	LIBRARY	210.50
DAWDY, KIRK	LIBRARY	2,107.18
DREYER, TRUDIE	LIBRARY	436.62
FEE, JULIE	LIBRARY	2,516.88
HANSEN, MARTHA	LIBRARY	867.87
ICKES, RICHARD	LIBRARY	257.40
KAMINSKI, SARAH	LIBRARY	822.46
KNOLL, LINDA	LIBRARY	748.48
MILLER, LISA	LIBRARY	1,354.20
MOORHOUSE, PAMELA	LIBRARY	2,764.08
MORO, PAMELA	LIBRARY	295.52
OLEARY, CAROLYN	LIBRARY	1,871.20
PALMER, STEPHANIE	LIBRARY	1,312.80
PALMQUIST, PEGGY	LIBRARY	287.04
PUGA, MARIA	LIBRARY	813.24
REWOLDT, BAILEY S	LIBRARY	473.99
RYAN, ELIZABETH	LIBRARY	1,817.92
RYAN, MARY M	LIBRARY	1,783.06
SMILEY, BRIAN	LIBRARY	356.56
SUGDEN, MARY	LIBRARY	1,375.29
TOTTON SCHWARZ, LORA	LIBRARY	2,507.61
TRIPP, KATHRYN	LIBRARY	1,437.61
WEBER, NICHOLAS P	LIBRARY	3,861.90
ZAMORANO, CARRIE	LIBRARY	1,826.74
BEAUDINE, BRUCE	OPERA HOUSE	142.20
BETH, RAYMOND	OPERA HOUSE	352.54
BOURGEOIS-KUIPER, SAHARA	OPERA HOUSE	322.82

Name	Department	Total Gross
BROUILLETTE, RICHARD	OPERA HOUSE	203.52
CAMPBELL, DANIEL	OPERA HOUSE	2,386.54
CANTY, NANCY NOVY	OPERA HOUSE	303.29
DAWSON, LISA	OPERA HOUSE	114.84
GERVAIS, MARIANNE	OPERA HOUSE	51.00
GRANZETTO, GERALDINE	OPERA HOUSE	1,139.99
GREENLEAF, MARK	OPERA HOUSE	3,168.87
LETOURNEAU, THOMAS	OPERA HOUSE	234.07
MCCORMACK, JOSEPH	OPERA HOUSE	2,399.20
MONTES JR, MICHAEL	OPERA HOUSE	239.25
MYERS, MARVIN	OPERA HOUSE	205.21
PANNIER, LORI ANN	OPERA HOUSE	399.94
SCHARRES, JOHN	OPERA HOUSE	4,320.38
STELFORD, SAMANTHA	OPERA HOUSE	338.58
WELLS, GAIL	OPERA HOUSE	252.48
WHITE, CYNTHIA	OPERA HOUSE	410.74
WIEGEL, DANIEL M	OPERA HOUSE	1,389.60
BIRDSELL, CHRISTOPHER	PARKS	1,998.40
EDDY, BRANDON	PARKS	1,708.97
LESTER, TAD	PARKS	1,947.20
MASS, STANLEY PHILIP	PARKS	2,116.00
MECKLENBURG, JOHN	PARKS	2,438.40
NELSON, ERNEST	PARKS	3,319.99
OLEARY, PATRICK	PARKS	2,298.40
SCHACHT, TREVOR	PARKS	1,435.20
SPRING, TIMOTHY	PARKS	1,395.20
STOLL, MARK T	PARKS	1,320.80
BAKER, NANCY	PLANNING & ZONING	3,201.65
BERTRAM, JOHN	PLANNING & ZONING	2,944.00
LIMBAUGH, DONNA	PLANNING & ZONING	2,365.60
NAPOLITANO, JOSEPH	PLANNING & ZONING	3,076.92
STREIT JR, DANIEL	PLANNING & ZONING	2,697.60
WALKINGTON, ROB	PLANNING & ZONING	2,955.20
AMATI, CHARLES	POLICE	3,841.60
BERNSTEIN, JASON	POLICE	3,311.19
BRANUM, ROBBY	POLICE	3,476.77
CARRENO, MARIA YESENIA	POLICE	2,576.26
CIPOLLA, CONSTANTINO	POLICE	3,831.21
DEMPSEY, DAVID	POLICE	3,311.18
Didier, Jonathan D	POLICE	790.34
DIFRANCESCA, JAN	POLICE	2,396.77
DOLAN, RICHARD	POLICE	3,776.83
EICHINGER, PATRICIA	POLICE	2,769.48
EISELSTEIN, FRED	POLICE	3,311.19
FINK, CORY	POLICE	3,311.19
FISCHER, ADAM D	POLICE	2,051.00
FOURDYCE, JOSHUA	POLICE	4,034.89
FREUND, SHARON L	POLICE	2,375.50
GALLAGHER, KATHLEEN	POLICE	2,576.26
GUSTIS, MICHAEL	POLICE	3,311.19
HAVENS, GRANT	POLICE	1,663.58
HENRY, DANIEL	POLICE	3,311.19
HESS, GLENN	POLICE	1,444.00

Name	Department	Total Gross
KARNATH, MICHAEL	POLICE	2,632.94
KAROLEWICZ, ROBIN	POLICE	3,397.44
KOPULOS, GEORGE	POLICE	3,476.77
KRYSIAK, KIMBERLY	POLICE	600.00
LANZ II, ARTHUR R	POLICE	3,955.88
LATHAM, DANIEL	POLICE	3,884.00
LEE, KEITH	POLICE	805.05
LIEB, JOHN	POLICE	4,275.02
LINTNER, WILLIAM	POLICE	3,311.19
LOWEN JR, ROBERT	POLICE	5,183.45
MARSHALL, SHANE	POLICE	3,520.23
MCKENDRY, AMY	POLICE	2,576.26
MORTIMER, JEREMY	POLICE	3,311.19
MRZLAK, CHRISTINE	POLICE	600.00
MUEHLFELT, BRETT	POLICE	3,311.19
NAATZ, CHRISTOPHER	POLICE	2,327.27
NIEDZWIECKI, MICHAEL	POLICE	2,537.77
PARSONS, JEFFREY	POLICE	3,823.20
PAULEY, DANIEL	POLICE	3,311.19
PETERSON, CHAD	POLICE	2,769.48
PRENTICE, MATTHEW	POLICE	2,213.27
PRITCHARD, ROBERT	POLICE	4,514.10
RAPACZ, JOSHUA	POLICE	3,311.19
REED, TAMARA	POLICE	2,048.00
REITZ JR, ANDREW	POLICE	3,311.19
SCHMIDTKE, ERIC	POLICE	3,311.19
SCHRAW, ADAM	POLICE	3,435.36
SHARP, DAVID	POLICE	2,223.64
SHEPHERD, NANCY	POLICE	320.00
SYKORA, SARA	POLICE	600.00
Tabaka, Randall S	POLICE	512.04
VALLE, SANDRA	POLICE	3,311.19
VORDERER, CHARLES	POLICE	3,559.53
WALKER, NATALIE	POLICE	2,206.70
WESOLEK, DANIEL	POLICE	3,886.40
KEENAN, HEATHER	PUBLIC WORKS ADMIN	1,669.60
Migatz, Thomas B	PUBLIC WORKS ADMIN	3,769.23
VAN LANDUYT, JEFFREY J	PUBLIC WORKS ADMIN	4,615.38
WILSON, ALAN	PUBLIC WORKS ADMIN	4,030.44
AQUINO, EDUARDO	RECREATION CENTER	222.75
BLONIARZ, JESSICA	RECREATION CENTER	404.36
BREWER, ALYSSA M	RECREATION CENTER	135.36
CABRERA, LESLIE M	RECREATION CENTER	133.14
CANTO, MELISSA	RECREATION CENTER	444.60
CORTES, VICTOR M	RECREATION CENTER	318.16
DIAZ, ARTURO	RECREATION CENTER	175.95
Diaz, Elisa M	RECREATION CENTER	251.63
DUNKER, ALAN	RECREATION CENTER	2,269.63
FUENTES, KARINA	RECREATION CENTER	535.36
GARZA, ANNA	RECREATION CENTER	250.83
GUZMAN, AYESHAH	RECREATION CENTER	121.55
HICKS, MICHAEL S	RECREATION CENTER	392.81
KAMPS, ANN	RECREATION CENTER	30.66

Name	Department	Total Gross
KARAFA, JESSIE	RECREATION CENTER	316.40
KARAFA, JORIE	RECREATION CENTER	214.37
Keane, Eilish M	RECREATION CENTER	496.72
KOVAR, SHARON	RECREATION CENTER	133.95
LEITZEN, ABBY-GALE	RECREATION CENTER	108.84
LISK, MARY LYNN	RECREATION CENTER	2,345.66
Parsons, Alyssa M	RECREATION CENTER	103.13
PIERCE, JAMIE	RECREATION CENTER	56.32
POWELL, EDEN L	RECREATION CENTER	50.76
POWELL, ELLIE	RECREATION CENTER	50.52
READ, KELLY M	RECREATION CENTER	124.40
REESE, AIMEE	RECREATION CENTER	277.67
SALADIN, BRIDGET	RECREATION CENTER	159.24
SANTANA, RUBY	RECREATION CENTER	233.07
SCHMITT, RONALD	RECREATION CENTER	267.58
TORREZ, RENEE	RECREATION CENTER	2,135.60
VEPLEY, OLIVIA	RECREATION CENTER	130.62
VIDALES, REBECCA	RECREATION CENTER	2,424.07
ZAMORANO, GUILLERMO	RECREATION CENTER	392.00
ZINNEN, JOHN DAVID	RECREATION CENTER	4,030.59
MAJOR, STEPHEN	SEWER & WATER MAINTENANCE	2,307.20
MAXWELL, ZACHARY	SEWER & WATER MAINTENANCE	1,601.71
MCCAHILL, NICHOLAS	SEWER & WATER MAINTENANCE	1,298.41
PARKER, SHAWN	SEWER & WATER MAINTENANCE	3,036.04
WEGENER, JAMES	SEWER & WATER MAINTENANCE	1,602.40
WILLIAMS, BRYANT P	SEWER & WATER MAINTENANCE	1,420.80
WOJTECKI, KEITH	SEWER & WATER MAINTENANCE	1,892.80
BURGESS, JEFFREY	STREETS	2,368.00
CHAUNCEY, JUDD T	STREETS	1,320.80
LECHNER, PHILIP A	STREETS	1,326.99
LOMBARDO, JAMES	STREETS	1,669.28
LYNK, CHRIS	STREETS	1,602.40
MARTINEZ JR, MAURO	STREETS	1,395.20
PIERCE, BARRY	STREETS	2,002.40
VIDALES, ROGER	STREETS	2,372.00
BAKER, WAYNE	WASTEWATER TREATMENT	2,571.20
BOLDA, DANIEL	WASTEWATER TREATMENT	1,842.40
GEORGE, ANNE	WASTEWATER TREATMENT	3,443.08
SHEAHAN, ADAM	WASTEWATER TREATMENT	1,947.20
VIDALES, HENRY	WASTEWATER TREATMENT	2,298.40
GARRISON, ADAM	WATER TREATMENT	2,179.20
HOFFMAN, THOMAS	WATER TREATMENT	2,260.92
SCARPACE, SHANE	WATER TREATMENT	1,947.20
SMITH, WILLIAM	WATER TREATMENT	3,237.73
WHISTON, TIMOTHY	WATER TREATMENT	1,894.40
Grand Totals: 204		378,188.40

City of Woodstock
Warrant No. 3710

All items tabulated above and before are proper expenses due from the City of Woodstock for services performed or materials furnished to the City of Woodstock.

Treasurer

City Manager

The Finance Director is hereby authorized to issue order on the City Treasurer covering the above listed obligations approved by the City Council this 3rd day of May, 2016.

City Clerk

Mayor

Check #	Payee	Description	Amount		Fund	GL Account Title	GL Account
106025	FRIENDS OF WOODSTOCK PUBLIC LI	MINI LINKS AFTER DARK EVENTS	200.00-	V	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
Total 106025:			200.00-				
106241	NORTH SUBURBAN LIBRARY	QUARTERLY BILL FOR CATALOG SER	668.12-	V	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
Total 106241:			668.12-				
106380	ACCESSIBLE TECHNOLOGIES	BULBS FOR TURBO BLOWERS	142.00		WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106380:			142.00				
106381	AIRGAS	GLOVES	12.26		GENERAL FUND	SUPPLIES	01-07-6-606
Total 106381:			12.26				
106382	ALAN DUNKER	BASKETBALL PLAQUES	16.04		GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106382:			16.04				
106383	ANNA GARZA	RECREATION INSTRUCTOR	220.00		RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106383:			220.00				
106384	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	22.80		WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
106384	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	2.20		WATER & SEWER UTILITY FUND	UNIFORMS	60-50-4-453
106384	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	25.00		POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 106384:			50.00				
106385	ASSOCIATED, ELECTRICAL CONTRA	ELECTRICAL LABOR & AEC MATERIA	140.60		WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-51-5-552
106385	ASSOCIATED, ELECTRICAL CONTRA	CHECK PUMP TRIPPING OVERLOAD	345.00		WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-51-5-552
Total 106385:			485.60				
106386	BACKGROUNDS ONLINE	CHARGES FOR MARCH 2016	63.50		GENERAL FUND	TESTING	01-04-5-509
Total 106386:			63.50				
106387	BEACON ATHLETICS	FIELD SUPPLIES FOR MERRYMAN PA	175.00		PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106387	BEACON ATHLETICS	FIELD SUPPLIES FOR MERRYMAN PA	458.00	PARKS FUND	TOOLS	06-00-6-605
Total 106387:			633.00			
106388	BOHN'S ACE HARDWARE	CLEANING SUPPLIES	22.46	GENERAL FUND	SUPPLIES	01-07-6-606
106388	BOHN'S ACE HARDWARE	HYD PIPE	60.50	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
106388	BOHN'S ACE HARDWARE	TOOLS TO REPLACE OLSON PARK B	7.12	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106388	BOHN'S ACE HARDWARE	LOCKS FOR STORAGE SHED AT EMR	11.99	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106388	BOHN'S ACE HARDWARE	KEYS FOR DREAM FIELD STORAGE	4.98	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 106388:			107.05			
106389	BOTTS WELDING SERVICE	PRESSURE GAUGE	14.47	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
106389	BOTTS WELDING SERVICE	LAMPS	14.84	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
Total 106389:			29.31			
106390	BRANDON EDDY	EMPLOYEE HEALTH REIM 2016	100.00	HEALTH/LIFE INSURANCE FUND	EMPLOYEE PHYSICAL DEVELOPMEN	75-00-5-548
Total 106390:			100.00			
106391	BUCK BROS, INC.	TURN SIGNAL	60.70	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 106391:			60.70			
106392	BUSS FORD	SHIFT CABLE	67.22	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106392	BUSS FORD	COOLANT HOSE	41.53	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106392	BUSS FORD	COOLANT HOSE	69.92	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
Total 106392:			178.67			
106393	C.I.C. CORPORATION	PW STORAGE GARAGE ROOF REPAI	360.00	GENERAL FUND-CIP	EXISTING PUBLIC WORKS FACILTY	82-02-7-713
Total 106393:			360.00			
106394	CARQUEST AUTO PARTS STORES	PAINT MATERIALS	17.99	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
106394	CARQUEST AUTO PARTS STORES	ALTERNATOR	170.23	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
106394	CARQUEST AUTO PARTS STORES	FILTERS	35.63	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106394	CARQUEST AUTO PARTS STORES	AIR FILTERS	25.23	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106394	CARQUEST AUTO PARTS STORES	BAT CLEANER	4.13	GENERAL FUND	SUPPLIES	01-07-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106394	CARQUEST AUTO PARTS STORES	OIL FILTERS	2.83	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
106394	CARQUEST AUTO PARTS STORES	AIR FILTERS	40.26	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106394	CARQUEST AUTO PARTS STORES	LAMP	10.08	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
106394	CARQUEST AUTO PARTS STORES	CREDIT	213.00-	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
106394	CARQUEST AUTO PARTS STORES	COOLANT CAP	4.60	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106394	CARQUEST AUTO PARTS STORES	AIR FILTERS	15.34	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106394	CARQUEST AUTO PARTS STORES	COOLANT VALVE	8.49	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106394:			121.81			
106395	CITY OF WOODSTOCK	WATER AND SEWER	26.13	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
106395	CITY OF WOODSTOCK	WATER AND SEWER	23.47	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
106395	CITY OF WOODSTOCK	WATER AND SEWER	4,578.47	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
Total 106395:			4,628.07			
106396	CLARK BAIRD SMITH LLP	DISPATCH CONSOLIDATION	97.50	GENERAL FUND	LABOR RELATIONS	01-04-5-503
Total 106396:			97.50			
106397	COMCAST CABLE	SUBSCRIPTION	21.16	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
106397	COMCAST CABLE	INTERNET SERVICE	134.85	LIBRARY	COMMUNICATIONS	08-00-5-501
106397	COMCAST CABLE	INTERNET SERVICE	214.90	POLICE PROTECTION FUND	COMMUNICATIONS	03-00-5-501
106397	COMCAST CABLE	INTERNET SERVICE	124.90	PERFORMING ARTS	COMMUNICATIONS	07-11-5-501
106397	COMCAST CABLE	INTERNET SERVICE	84.90	AQUATIC CENTER FUND	COMMUNICATIONS	04-00-5-501
106397	COMCAST CABLE	INTERNET SERVICE	124.90	RECREATION CENTER FUND	COMMUNICATIONS	05-00-5-501
106397	COMCAST CABLE	INTERNET SERVICE	84.90	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
106397	COMCAST CABLE	INTERNET SERVICE	84.90	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
106397	COMCAST CABLE	INTERNET SERVICE	144.85	GENERAL FUND	COMMUNICATIONS	01-08-5-501
106397	COMCAST CABLE	INTERNET SERVICE	84.90	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
106397	COMCAST CABLE	INTERNET SERVICE	84.90	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
106397	COMCAST CABLE	INTERNET SERVICE	239.85	GENERAL FUND	COMMUNICATIONS	01-03-5-501
106397	COMCAST CABLE	INTERNET SERVICE	114.90	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
106397	COMCAST CABLE	INTERNET SERVICE	9.50	GENERAL FUND	COMMUNICATIONS	01-03-5-501
Total 106397:			1,554.31			
106398	COMMONWEALTH EDISON	ELECTRIC	134.35	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	65.62	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC-DREAM FIELD	51.66	PARKS FUND	ELECTRICITY	06-00-5-540

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106398	COMMONWEALTH EDISON	ELECTRIC - EMRICSON PARK	30.25	PARKS FUND	ELECTRICITY	06-00-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	119.05	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	99.01	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC- LIFT STATION	161.09	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	93.67	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	179.16	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	49.51	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	107.04	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	59.89	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	ELECTRIC	664.32	AQUATIC CENTER FUND	ELECTRIC	04-00-6-604
106398	COMMONWEALTH EDISON	ELECTRIC	125.57	WATER & SEWER UTILITY FUND	UTILITIES- BOOSTER STATIONS	60-52-5-541
106398	COMMONWEALTH EDISON	ELECTRIC- LIFT STATION	161.84	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106398	COMMONWEALTH EDISON	SEQ PARK ELECTRIC	61.50	PARKS FUND	ELECTRICITY	06-00-5-540
106398	COMMONWEALTH EDISON	ELECTRIC - HENNEN PROPERTY	20.80	PARKS FUND	ELECTRICITY	06-00-5-540
Total 106398:			2,184.33			
106399	COMMUNITY PLUMBING COMPANY	IRRIGATION REPAIRS & RESTROOM	449.39	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106399	COMMUNITY PLUMBING COMPANY	REPAIR VALVE FOR METER CHANGE	75.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. WATER MAINS	60-52-5-554
Total 106399:			524.39			
106400	COMPASS MINERALS	MFT-ICE CONTROL MATERIAL	45,677.03	MOTER FUEL TAX FUND	ICE CONTROL MATERIAL	12-00-6-572
106400	COMPASS MINERALS	MFT-ICE CONTROL MATERIAL	3,596.24	MOTER FUEL TAX FUND	ICE CONTROL MATERIAL	12-00-6-572
Total 106400:			49,273.27			
106401	CONSERV FS	DIESEL FUEL	219.70	PARKS FUND	GASOLINE & OIL	06-00-6-602
106401	CONSERV FS	DIESEL FUEL	1,439.65	GENERAL FUND	GAS & OIL	01-06-6-602
106401	CONSERV FS	DIESEL FUEL	518.61	PARKS FUND	GASOLINE & OIL	06-00-6-602
106401	CONSERV FS	DIESEL FUEL	762.34	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
106401	CONSERV FS	DIESEL FUEL	113.36	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
106401	CONSERV FS	DIESEL FUEL	52.32	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
106401	CONSERV FS	DIESEL FUEL	99.31	PARKS FUND	GASOLINE & OIL	06-00-6-602
106401	CONSERV FS	DIESEL FUEL	213.70	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
106401	CONSERV FS	DIESEL FUEL	31.04	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
106401	CONSERV FS	DIESEL FUEL	47.00	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
106401	CONSERV FS	SEED FOR FOOTBALL FIELDS- EMRIC	130.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106401	CONSERV FS	SOCCER FIELD NETS & CORNER FIEL	916.00	PARKS FUND	RECREATION SUPPLIES	06-00-6-611
106401	CONSERV FS	BALL FIELD MIX- BATES PARK	669.90	PARKS FUND	RECREATION SUPPLIES	06-00-6-611

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106401	CONSERV FS	EMRICSON PARK CALL FIELD MIX	1,256.57	PARKS FUND	RECREATION SUPPLIES	06-00-6-611
106401	CONSERV FS	DREAM FIELD WARNING TRACK LIME	1,096.75	PARKS FUND	RECREATION SUPPLIES	06-00-6-611
106401	CONSERV FS	SUMMER FIELD SUPPLIES	5,940.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106401	CONSERV FS	SUMMER FIELD SUPPLIES	1,000.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 106401:			14,506.25			
106402	CONSTELLATION NEWENERGY	STREET LIGHTING	18,121.44	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
Total 106402:			18,121.44			
106403	CROWN RESTROOMS	EMRICSON PARK PORT-A-POTTY	129.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 106403:			129.00			
106404	DEBORAH COONEY	R.O.W. OPENING PERMIT DEP REFUN	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
106404	DEBORAH COONEY	R.O.W. OPENING PERMIT DEP REFUN	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 106404:			200.00			
106405	DIRECTOR OF THE ILLINOIS STATE P	DRUG ASSET FORFEITURE	264.00	POLICE PROTECTION FUND	DRUG FORFEITURE EXPENDITURES	03-00-8-829
Total 106405:			264.00			
106406	DREISILKER ELECTRIC MOTORS INC	10 MP MOTOR	2,309.37	WATER & SEWER UTILITY FUND	EQUIPMENT	60-51-7-720
Total 106406:			2,309.37			
106407	GAVERS ASPHALT PAVING	MATERIALS TO BACKFILL EXCAVATI	1,149.75	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
106407	GAVERS ASPHALT PAVING	ROLLER FOR ROLLING OUTFIELDS F	1,800.00	PARKS FUND	EQUIPMENT RENTAL	06-00-5-543
Total 106407:			2,949.75			
106408	GOV PAY	CARLOS HIRALDO - PD BY MS RAMIR	75.00	POLICE PROTECTION FUND	POLICE FINES	03-00-2-321
Total 106408:			75.00			
106409	GRAINGER	COUPLING SLEEVE INSERT, V-BELT	610.90	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106409:			610.90			
106410	HD SUPPLY WATERWORKS, LTD.	PARTS FOR REPAIRS	858.99	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106410:			858.99			
106411	HICKS GAS	PROPANE CAPS	7.24	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
Total 106411:			7.24			
106412	HUB INTERNATION MIDWEST WEST	Q2 2016 CONSULTING FEE	9,000.00	HEALTH/LIFE INSURANCE FUND	PROFESSIONAL SERVICES	75-00-5-503
Total 106412:			9,000.00			
106413	IN THE SWIM PNC BANK C/O CORTZ I	CHEMICALS	202.92	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
Total 106413:			202.92			
106414	INDEPTH GRAPHICS & PRINTING	CHALLENGE RUN POSTCARDS	263.44	GENERAL FUND	PRINTING SERVICES/ ADVERTISING	01-09-5-537
Total 106414:			263.44			
106415	JACI'S COOKIES	COOKIES	56.00	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
Total 106415:			56.00			
106416	JILL FLORES	RECREATION INSTRUCTOR	219.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106416:			219.00			
106417	JOHN HOCKERSMITH	BUILDING MAINTENANCE SERVICES	180.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN BUILDING	05-00-5-550
Total 106417:			180.00			
106418	JOHN RICKERD	DOUBLE PAID W/S BILL	101.42	WATER & SEWER UTILITY FUND	WATER & SEWER SALES	60-00-3-371
Total 106418:			101.42			
106419	JOHN WHITE STABLES	HORSEBACK LESSONS	345.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106419:			345.00			
106420	JOSE M. ZAMORANO	CLEANING SERVICES	170.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 106420:			170.00			
106421	JOSEPH STARZYNSKI	MILEAGE FOR SPRINGFIELD DRIVE D	255.96	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
Total 106421:			255.96			
106422	JUDITH BROWN	RECREATION INSTRUCTION	138.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106422:			138.00			
106423	KETONE AUTOMOTIVE, INC.	PAINT	112.59	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 106423:			112.59			
106424	KYLE KETTNER	SUMMER IN THE PARK DJ, 07/17/16	1,000.00	GENERAL FUND	CITY COMMUNITY EVENT	01-11-6-621
Total 106424:			1,000.00			
106425	LLOYD'S PAINT AND PAPER, INC.	REGAL SELECT PEARL BASE	42.85	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
Total 106425:			42.85			
106426	MARK SALADIN	EXPENSE REIMBURSEMENT	254.00	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
Total 106426:			254.00			
106427	MDC ENVIRONMENTAL SERVICES	APRIL TOTER	88,802.40	ENVIRONMENTAL MANAGEMENT FU	RESIDENTIAL WASTE DISPOSAL	90-00-5-561
106427	MDC ENVIRONMENTAL SERVICES	RECYCLE TOTERS	220.00	ESCROW FUND	BAGS/STICKERS/BINS/TOTES	72-00-0-214
Total 106427:			89,022.40			
106428	MEGA COMMERCIAL SERVICES INC	MARCH 2016 CUSTODIAL SERVICES	1,249.00	GENERAL FUND	SERVICE TO MAINTAIN BUILDING	01-02-5-550
106428	MEGA COMMERCIAL SERVICES INC	MARCH 2016 CUSTODIAL SERVICES	1,790.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN BUILDING	05-00-5-550
106428	MEGA COMMERCIAL SERVICES INC	MARCH 2016 CUSTODIAL SERVICES	1,249.00	LIBRARY BUILDING FUND	BUILDING CLEANING SERVICES	09-00-3-415

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106428:			4,288.00			
106429	MENARDS	CLEANING SUPPLIES	.70	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
106429	MENARDS	BATTERIES FOR INSPECTORS CAME	19.98	GENERAL FUND	EQUIPMENT	01-05-7-720
106429	MENARDS	SUPPLIES FOR BUMPED OUT RENOV	118.65	PARKS FUND	TOOLS	06-00-6-605
106429	MENARDS	SAWHORSES FOR SHOP	67.96	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106429	MENARDS	SUPPLES TO REPAIR BENCH IN OLS	19.27	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106429	MENARDS	DONATO WOODS MISC SUPPLIES	19.52	GENERAL FUND-CIP	DONATA CONSERVATION AREA	82-06-7-725
106429	MENARDS	BULBS FOR LIBRARY	71.76	LIBRARY	SUPPLIES	08-00-6-606
106429	MENARDS	CITY HALL REAR HALL LIGHT BULBS	19.40	GENERAL FUND	MATERIAL TO MAINTAIN BUILDING	01-02-6-620
106429	MENARDS	DONATO WOODS MISC SUPPLIES	38.85	GENERAL FUND-CIP	DONATA CONSERVATION AREA	82-06-7-725
106429	MENARDS	REPAIR B-BOX IN SIDEWALK	19.05	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
106429	MENARDS	CLEANING & OFFICE SUPPLIES	47.39	RECREATION CENTER FUND	OFFICE/JANITORIAL SUPPLIES	05-00-6-606
106429	MENARDS	CREDIT	14.00-	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106429	MENARDS	DONATO WOODS MISC SUPPLIES	69.70	GENERAL FUND-CIP	DONATA CONSERVATION AREA	82-06-7-725
106429	MENARDS	BUILDING SUPPLES & SALT	91.66	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106429:			589.89			
106430	METRO PROFESSIONAL PRODUCTS,	TOLIET BOWL CLEANER AT PW	31.25	GENERAL FUND	MATERIAL TO MAINTAIN BUILDINGS	01-07-6-620
106430	METRO PROFESSIONAL PRODUCTS,	FACIAL TISSUE FOR PW	79.20	GENERAL FUND	MATERIAL TO MAINTAIN BUILDINGS	01-07-6-620
Total 106430:			110.45			
106431	METROPOLITAN INDUSTRIES, INC.	CONTRACTOR REPLACE CONTROL P	5,669.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. SEWER MAINS	60-52-5-555
Total 106431:			5,669.00			
106432	NAPA AUTO PARTS	PAINT SUPPLIES	6.80	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 106432:			6.80			
106433	NEW ALBERTSONS PURCHASE ADVA	2016 WELLNESS EVENT	137.74	GENERAL FUND	CUSTOMER SERVICE	01-04-4-455
Total 106433:			137.74			
106434	NICOR	UTILITY - GAS	117.13	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-51-6-603
106434	NICOR	GAS TO RUN EMERGENCY GENERAT	83.10	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106434:			200.23			
106435	P. F. PETTIBONE & COMPANY	SUPPLES	109.00	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106435:			109.00			
106436	PAMELA MCDONALD	RECREATION INSTRUCTION	312.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106436:			312.00			
106437	PATRIOT DOOR SOLUTIONS	FIXED DOOR WITH 4.5X4.5 HINGES	225.00	TAX INCREMENT FINANCING FUND	OLD COURTHOUSE	41-00-7-729
Total 106437:			225.00			
106438	PENN VALLEY PUMP CO., INC.	PARTS FOR PUMP	625.75	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106438:			625.75			
106439	PHIL MASS	2016 HEALTH CLUB MEMBERSHIP	100.00	HEALTH/LIFE INSURANCE FUND	EMPLOYEE PHYSICAL DEVELOPMEN	75-00-5-548
Total 106439:			100.00			
106440	PRECISION SERVICES & PARTS, INC.	WHEEL HUB	189.32	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
Total 106440:			189.32			
106441	PRESENTA PLAQUE CORPORATION	PLAQUE SUPPLIES	261.04	GENERAL FUND	SUPPLIES	01-01-6-606
Total 106441:			261.04			
106442	QUILL CORPORATION	SUPPLIES, PARCHMENT CERTIFICAT	44.47	GENERAL FUND	SUPPLIES	01-01-6-606
106442	QUILL CORPORATION	SUPPLIES	16.11	GENERAL FUND	SUPPLIES	01-03-6-606
106442	QUILL CORPORATION	SUPPLIES	8.05	GENERAL FUND	SUPPLIES	01-04-6-606
106442	QUILL CORPORATION	SUPPLIES	16.11	GENERAL FUND	SUPPLIES	01-05-6-606
106442	QUILL CORPORATION	SUPPLIES	16.11	GENERAL FUND	SUPPLIES	01-08-6-606
106442	QUILL CORPORATION	SUPPLIES	16.11	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
106442	QUILL CORPORATION	SUPPLIES	16.11	GENERAL FUND	SUPPLIES	01-12-6-606
106442	QUILL CORPORATION	SUPPLIES	16.09	PERFORMING ARTS	SUPPLIES	07-11-6-606
106442	QUILL CORPORATION	PENS	2.40	GENERAL FUND	SUPPLIES	01-01-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106442	QUILL CORPORATION	PENS	4.81	GENERAL FUND	SUPPLIES	01-03-6-606
106442	QUILL CORPORATION	PENS	2.40	GENERAL FUND	SUPPLIES	01-04-6-606
106442	QUILL CORPORATION	PENS	4.81	GENERAL FUND	SUPPLIES	01-05-6-606
106442	QUILL CORPORATION	PENS	4.81	GENERAL FUND	SUPPLIES	01-08-6-606
106442	QUILL CORPORATION	PENS	4.81	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
106442	QUILL CORPORATION	PENS	4.81	GENERAL FUND	SUPPLIES	01-12-6-606
106442	QUILL CORPORATION	PENS	4.79	PERFORMING ARTS	SUPPLIES	07-11-6-606
106442	QUILL CORPORATION	INK CARTRIDGE, SUPPLIES	48.82	GENERAL FUND	SUPPLIES	01-08-6-606
106442	QUILL CORPORATION	SUPPLIES	4.16	GENERAL FUND	SUPPLIES	01-01-6-606
106442	QUILL CORPORATION	SUPPLIES	8.33	GENERAL FUND	SUPPLIES	01-03-6-606
106442	QUILL CORPORATION	SUPPLIES	4.16	GENERAL FUND	SUPPLIES	01-04-6-606
106442	QUILL CORPORATION	SUPPLIES	8.33	GENERAL FUND	SUPPLIES	01-05-6-606
106442	QUILL CORPORATION	SUPPLIES	8.33	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
106442	QUILL CORPORATION	SUPPLIES	8.33	GENERAL FUND	SUPPLIES	01-12-6-606
106442	QUILL CORPORATION	SUPPLIES	8.32	PERFORMING ARTS	SUPPLIES	07-11-6-606
Total 106442:			281.58			
106443	READY REFRESH BY NESTLE	5 GALLON BOTTLES OF WATER	19.91	WATER & SEWER UTILITY FUND	LAB CHEMICALS	60-51-6-615
Total 106443:			19.91			
106444	REICHERT CHEVROLET & BUICK	DOOR HANDLE	4.84	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
106444	REICHERT CHEVROLET & BUICK	HANDLE	38.66	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
Total 106444:			43.50			
106445	RORY SCHNEIDER AUTH. DEALER M	BATTERIES	5.10	GENERAL FUND	SUPPLIES	01-06-6-606
106445	RORY SCHNEIDER AUTH. DEALER M	RETHREADER	5.25	GENERAL FUND	TOOLS	01-07-6-605
Total 106445:			10.35			
106446	ROSCOE STELFORD	LEGISLATIVE ADVOCACY EXPENSE R	388.00	GENERAL FUND	TRAVEL AND TRAINING	01-04-4-452
Total 106446:			388.00			
106447	SCHMIDT PRINTING	TOUR CARDS	449.00	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106447:			449.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106448	SHAW MEDIA	BID NOTICES	266.60	GENERAL FUND	PUBLISHING SERVICES	01-01-5-538
106448	SHAW MEDIA	BUDGET HEARING	60.50	GENERAL FUND	PRINTING SERVICES	01-03-5-537
Total 106448:			327.10			
106449	SPAULDING MFG INC	PROPANE HOSES	240.99	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 106449:			240.99			
106450	STANDARD EQUIPMENT COMPANY	VALVE	135.63	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 106450:			135.63			
106451	THIRD MILLENNIUM ASSOCIATES, IN	UTILITY PENALTY	79.39	ENVIRONMENTAL MANAGEMENT FU	PRINTING EXPENSE	90-00-5-537
Total 106451:			79.39			
106452	TODAY'S UNIFORMS	UNIFORMS	225.76	POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 106452:			225.76			
106453	TREVOR SCHACHT	PAVEMENT ENGINEERING PART ONE	99.00	GENERAL FUND	TRAVEL & TRAINING	01-08-4-452
106453	TREVOR SCHACHT	PAVEMENT ENGINEERING PART TW	99.00	GENERAL FUND	TRAVEL & TRAINING	01-08-4-452
Total 106453:			198.00			
106454	U. S. POSTMASTER	PERMIT 406	1,714.58	GENERAL FUND	POSTAGE	01-09-6-601
106454	U. S. POSTMASTER	PERMIT 406	1,143.06	GENERAL FUND	POSTAGE EXPENSE	01-01-6-601
Total 106454:			2,857.64			
106455	UMB BANK ATTN: JULIE WEIGERS	REGISTERED INTEREST	7,300.00	WATER & SEWER UTILITY FUND	BOND REDEMPTION	60-53-8-900
Total 106455:			7,300.00			
106456	UNITED LABORATORIES	KOOL AMBER HI TEMP LESS TACK	833.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106456:			833.00			
106457	UNITED PARCEL SERVICE	SHIPPING SERVICES	14.90	GENERAL FUND	POSTAGE	01-03-6-601

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106457:			14.90			
106458	USA BLUEBOOK	LAB CHEMICALS & SUPPLIES	233.58	WATER & SEWER UTILITY FUND	LAB CHEMICALS	60-51-6-615
106458	USA BLUEBOOK	VACTOR TUBES	314.90	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
106458	USA BLUEBOOK	LAB CHEMICALS & SUPPLIES	652.76	WATER & SEWER UTILITY FUND	LAB CHEMICALS	60-51-6-615
Total 106458:			1,201.24			
106459	VERIZON WIRELESS	WIRELESS	38.90	GENERAL FUND	COMMUNICATIONS	01-01-5-501
106459	VERIZON WIRELESS	WIRELESS	71.30	GENERAL FUND	COMMUNICATIONS	01-03-5-501
106459	VERIZON WIRELESS	WIRELESS	105.13	POLICE PROTECTION FUND	COMMUNICATIONS	03-00-5-501
106459	VERIZON WIRELESS	WIRELESS	259.49	GENERAL FUND	COMMUNICATIONS	01-05-5-501
106459	VERIZON WIRELESS	WIRELESS-PW ADMIN	70.86	GENERAL FUND	COMMUNICATIONS	01-08-5-501
106459	VERIZON WIRELESS	WIRELESS - BUILDING/EQUIP	38.59	GENERAL FUND	COMMUNICATIONS	01-08-5-501
106459	VERIZON WIRELESS	WIRELESS - PARKS	174.41	GENERAL FUND	COMMUNICATIONS	01-08-5-501
106459	VERIZON WIRELESS	WIRELESS - STREETS	172.45	GENERAL FUND	COMMUNICATIONS	01-08-5-501
106459	VERIZON WIRELESS	WIRELESS	146.01	GENERAL FUND	COMMUNICATIONS	01-09-5-501
106459	VERIZON WIRELESS	WIRELESS	73.01	GENERAL FUND	COMMUNICATIONS	01-12-5-501
106459	VERIZON WIRELESS	WIRELESS	135.70	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-52-5-501
106459	VERIZON WIRELESS	WIRELESS	70.67	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
106459	VERIZON WIRELESS	WIRELESS	180.61	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
Total 106459:			1,537.13			
106460	WATER SERVICES	LEAK DETECTION	315.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. WATER MAINS	60-52-5-554
106460	WATER SERVICES	LEAK DETECTION	315.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. WATER MAINS	60-52-5-554
Total 106460:			630.00			
106461	WHOLESALE DIRECT INC	WARNING LIGHTS	111.67	ENVIRONMENTAL MANAGEMENT FU	MATERIAL TO MAINT. EQUIPMENT	90-00-6-621
Total 106461:			111.67			
106462	WOODSTOCK LUMBER COMPANY	SUPPLIES	226.81	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
Total 106462:			226.81			
106463	WOODSTOCK POWER EQUIPMENT, I	AIR COVER	8.94	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
106463	WOODSTOCK POWER EQUIPMENT, I	DECK COVER	13.50	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621

Check #	Payee	Description	Amount		Fund	GL Account Title	GL Account
106463	WOODSTOCK POWER EQUIPMENT, I	SUPPLIES & CHAIN FOR ARBORIST C	222.70		PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 106463:			245.14				
106464	WOODSTOCK ROTARY FOUNDATION	TABLE SPONSOR REC CENTER- BEA	480.00		RECREATION CENTER FUND	ADVERTISING	05-00-5-538
106464	WOODSTOCK ROTARY FOUNDATION	TABLE SPONSOR REC CENTER- BEA	480.00-	V	RECREATION CENTER FUND	ADVERTISING	05-00-5-538
Total 106464:			.00				
106487	A-ABLE LOCK & KEY	SOUTH ST TO UPSTAIRS DOOR LOCK	242.25		GENERAL FUND	BUILDING	01-02-7-701
Total 106487:			242.25				
106488	AIRGAS	GAS	79.47		GENERAL FUND	MATERIAL TO MAINTAIN EQUIPMENT	01-07-6-621
106488	AIRGAS	TANK RENTAL	12.20		GENERAL FUND	MATERIAL TO MAINTAIN EQUIPMENT	01-07-6-621
Total 106488:			91.67				
106489	ALAN DUNKER	BROMINE TABLETS FOR POOL & HOT	80.00		RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
Total 106489:			80.00				
106490	AMERICAN MARKETING & PUBLISHIN	ADVERTISING	640.00		RECREATION CENTER FUND	ADVERTISING	05-00-5-538
Total 106490:			640.00				
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	24.27		GENERAL FUND	UNIFORMS	01-07-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	13.42		PARKS FUND	UNIFORMS	06-00-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	16.62		WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	43.16		GENERAL FUND	UNIFORMS	01-06-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	24.96		GENERAL FUND	UNIFORMS	01-07-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	14.11		PARKS FUND	UNIFORMS	06-00-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	17.31		WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORMS	43.85		GENERAL FUND	UNIFORMS	01-06-4-453
106491	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	25.00		POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 106491:			222.70				
106492	ARMOND JESSE	PROGRAM FEE REFUND	67.00		GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106492:			67.00			
106493	ASSOCIATED, ELECTRICAL CONTRA	ELECTRICAL REPAIR	370.94	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552
Total 106493:			370.94			
106494	AUTO TECH CENTER INC	TIRES	164.78	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106494:			164.78			
106495	AVENET LLC	WEBSITE HOSTING	1,300.00	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-01-5-552
Total 106495:			1,300.00			
106496	BELINDA STREBEL	FACILTY RENTAL REFUND	50.00	RECREATION CENTER FUND	FACILITY RENTAL	05-00-3-328
Total 106496:			50.00			
106497	BOHN'S ACE HARDWARE	SUPPLIES	34.43	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
106497	BOHN'S ACE HARDWARE	HARDWARE	4.48	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106497	BOHN'S ACE HARDWARE	TAPE	12.99	GENERAL FUND	TOOLS	01-07-6-605
106497	BOHN'S ACE HARDWARE	BATES PARK - SUPPLIES FOR BUILDI	6.49	PARKS FUND	MATERIAL TO MAINTAIN BLDGS.	06-00-6-620
106497	BOHN'S ACE HARDWARE	CLAMPS	15.47	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106497	BOHN'S ACE HARDWARE	SUPPLIES	24.10	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
106497	BOHN'S ACE HARDWARE	SUPPLIES	23.98	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106497:			121.94			
106498	BUSS FORD	LINK	72.28	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106498	BUSS FORD	EVAP VALVE	60.54	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106498	BUSS FORD	HARNESS & VALVE	500.70	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106498	BUSS FORD	RETURN	398.30-	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106498	BUSS FORD	RETURN	30.52-	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106498	BUSS FORD	REPLACEMENT MIRROR	505.25	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
106498	BUSS FORD	WIPER SWITCH	37.56	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106498	BUSS FORD	SENSOR SERVICE	270.91	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
106498	BUSS FORD	WATER PUMP REPAIR	1,582.89	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106498:			2,601.31			
106499	CABAY & COMPANY, INC	SUPPLIES	942.71	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106499:			942.71			
106500	CALL ONE	COMMUNICATIONS	59.38	GENERAL FUND	COMMUNICATIONS	01-01-5-501
106500	CALL ONE	COMMUNICATIONS	89.08	GENERAL FUND	COMMUNICATIONS	01-03-5-501
106500	CALL ONE	COMMUNICATIONS	56.51	GENERAL FUND	COMMUNICATIONS	01-04-5-501
106500	CALL ONE	COMMUNICATIONS	59.38	GENERAL FUND	COMMUNICATIONS	01-05-5-501
106500	CALL ONE	COMMUNICATIONS	876.11	GENERAL FUND	COMMUNICATIONS	01-08-5-501
106500	CALL ONE	COMMUNICATIONS	148.53	RECREATION CENTER FUND	COMMUNICATIONS	05-00-5-501
106500	CALL ONE	COMMUNICATIONS	4,924.97	POLICE PROTECTION FUND	COMMUNICATIONS	03-00-5-501
106500	CALL ONE	COMMUNICATIONS	205.13	PERFORMING ARTS	COMMUNICATIONS	07-11-5-501
106500	CALL ONE	COMMUNICATIONS	148.53	LIBRARY	COMMUNICATIONS	08-00-5-501
106500	CALL ONE	COMMUNICATIONS	2,661.44	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
106500	CALL ONE	COMMUNICATIONS	203.02	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
106500	CALL ONE	COMMUNICATIONS	592.34	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-52-5-501
Total 106500:			10,024.42			
106501	CARQUEST AUTO PARTS STORES	DOOR PARTS	224.43	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
106501	CARQUEST AUTO PARTS STORES	LAMP	48.98	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106501	CARQUEST AUTO PARTS STORES	SPARK PLUGS	3.40	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106501	CARQUEST AUTO PARTS STORES	FILTERS	15.87	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106501	CARQUEST AUTO PARTS STORES	DOOR PARTS RETURNED	224.43-	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
106501	CARQUEST AUTO PARTS STORES	HOSE	9.38	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106501	CARQUEST AUTO PARTS STORES	BULB	2.37	GENERAL FUND	TOOLS	01-07-6-605
Total 106501:			80.00			
106502	CDW GOVERNMENT, INC.	EQUIPMENT	194.91	LIBRARY BUILDING FUND	FURNITURE & EQUIPMENT	09-00-7-720
106502	CDW GOVERNMENT, INC.	MONITORS	210.00	PERFORMING ARTS	SUPPLIES	07-11-6-606
Total 106502:			404.91			
106503	CITY OF WOODSTOCK	WATER AND SEWER	181.22	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106503:			181.22			
106504	COMMONWEALTH EDISON	ELECTRIC FOR PUMPS	127.39	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106504	COMMONWEALTH EDISON	ELECTRIC	34.28	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106504	COMMONWEALTH EDISON	ELECTRIC - BATES PARK	57.71	PARKS FUND	ELECTRICITY	06-00-5-540
Total 106504:			219.38			
106505	COMPASS MINERALS	COARSE ROCK SALT	2,767.13	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
106505	COMPASS MINERALS	BULK COARSE LA ROCK	2,546.28	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
Total 106505:			5,313.41			
106506	CONSERV FS	REGULAR FUEL	86.12	PARKS FUND	GASOLINE & OIL	06-00-6-602
106506	CONSERV FS	REGULAR FUEL	8.73	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
106506	CONSERV FS	REGULAR FUEL	13.49	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
106506	CONSERV FS	REGULAR FUEL	103.98	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
106506	CONSERV FS	REGULAR FUEL	43.26	GENERAL FUND	GASOLINE & OIL	01-08-6-602
106506	CONSERV FS	REGULAR FUEL	97.63	GENERAL FUND	GASOLINE AND OIL	01-05-6-602
106506	CONSERV FS	REGULAR FUEL	43.65	PERFORMING ARTS	GAS AND OIL	07-11-6-602
106506	CONSERV FS	DIESEL FUEL	814.34	GENERAL FUND	GAS & OIL	01-06-6-602
106506	CONSERV FS	DIESEL FUEL	244.14	PARKS FUND	GASOLINE & OIL	06-00-6-602
106506	CONSERV FS	DIESEL FUEL	439.46	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
106506	CONSERV FS	DIESEL FUEL	77.18	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
106506	CONSERV FS	REGULAR FUEL	78.30	PARKS FUND	GASOLINE & OIL	06-00-6-602
106506	CONSERV FS	REGULAR FUEL	19.49	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
106506	CONSERV FS	REGULAR FUEL	28.19	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
106506	CONSERV FS	REGULAR FUEL	58.11	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
106506	CONSERV FS	REGULAR FUEL	25.40	GENERAL FUND	GAS & OIL	01-07-6-602
106506	CONSERV FS	REGULAR FUEL	117.97	GENERAL FUND	GASOLINE AND OIL	01-05-6-602
106506	CONSERV FS	REGULAR FUEL	20.52	PERFORMING ARTS	GAS AND OIL	07-11-6-602
106506	CONSERV FS	DIESEL FUEL	820.68	GENERAL FUND	GAS & OIL	01-06-6-602
106506	CONSERV FS	DIESEL FUEL	386.39	PARKS FUND	GASOLINE & OIL	06-00-6-602
106506	CONSERV FS	DIESEL FUEL	309.75	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
106506	CONSERV FS	DIESEL FUEL	79.83	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
Total 106506:			3,916.61			
106507	CONSTELLATION NEWENERGY	ELECTRICITY FOR PUMPS	271.31	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106507	CONSTELLATION NEWENERGY	ELECTRIC SERVICE	1,958.00	RECREATION CENTER FUND	ELECTRIC	05-00-6-604
Total 106507:			2,229.31			
106508	COPY EXPRESS, INC.	ENVELOPES	13.32	GENERAL FUND	SUPPLIES	01-01-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	314.81	GENERAL FUND	SUPPLIES	01-03-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	18.16	GENERAL FUND	SUPPLIES	01-04-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	82.94	GENERAL FUND	SUPPLIES	01-05-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	12.11	ADMIN ADJUDICATION FUND	SUPPLIES	14-00-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	26.03	GENERAL FUND	SUPPLIES	01-08-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	32.09	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	241.68	WIRELESS FUND	SUPPLIES	15-00-6-606
106508	COPY EXPRESS, INC.	ENVELOPES	2.42	WATER & SEWER UTILITY FUND	POSTAGE	60-53-6-601
106508	COPY EXPRESS, INC.	ENVELOPES	96.87	PERFORMING ARTS	SUPPLIES	07-11-6-606
Total 106508:			840.43			
106509	CORKSCREW GYMNASTICS AND SPO	GYMNASTICS INSTRUCTION	710.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
Total 106509:			710.00			
106510	CROWN RESTROOMS	BATES PARK HANDI CAP PORT-A-PO	149.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 106510:			149.00			
106511	DAN MC ELMEEL	CELL PHONE REIMBURSEMENT	480.00	GENERAL FUND	COMMUNICATIONS	01-01-5-501
Total 106511:			480.00			
106512	DASH	GLOVES	198.70	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106512:			198.70			
106513	DON HANSEN'S ALIGNMENT AND AUT	ALIGNMENT SERVICES	75.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 106513:			75.00			
106514	EMILY KAPLAN	RECREATION INSTRUCTOR	160.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106514:			160.00			
106515	FOXCROFT MEADOWS, INC.	MATERIALS TO RESTORE R.O.W.	144.20	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
Total 106515:			144.20			
106516	GLORIA TRACY	PROGRAM FEE REFUND	52.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 106516:			52.00			
106517	HEATHER SPIEWAK	PROGRAM FEE REFUND	104.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 106517:			104.00			
106518	HICKS GAS	PROPANE FUEL	127.38	GENERAL FUND	GAS & OIL	01-06-6-602
106518	HICKS GAS	PROPANE FUEL	112.87	PARKS FUND	GASOLINE & OIL	06-00-6-602
106518	HICKS GAS	PROPANE FUEL	82.24	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
Total 106518:			322.49			
106519	HOLLIE DOUGLAS	PROGRAM FEE REFUND	52.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 106519:			52.00			
106520	ILLINOIS LIBRARY ASSOCIATION	2016-2017 MEMBERSHIP	260.00	LIBRARY	SICK LEAVE CONVERSION	08-00-4-451
Total 106520:			260.00			
106521	INDEPTH GRAPHICS & PRINTING	SPRING DANCE RECITAL PROGRAM	355.08	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106521:			355.08			
106522	INTERSTATE BATTERY	BATTERIES	487.10	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 106522:			487.10			
106523	JANET KAYSER	RECREATION INSTRUCTION	419.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106523:			419.00			
106524	JOHN P. BYARD	KARATE SERVICES	510.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
Total 106524:			510.00			
106525	JOSE M. ZAMORANO	MAINTENANCE SERVICE	170.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 106525:			170.00			
106526	JUDITH BROWN	RECREATION INSTRUCTION	138.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106526:			138.00			
106527	JULIE, INC.	LOCATE COSTS	62.92	GENERAL FUND	FIBER OPTIC MANAGEMENT	01-01-5-561
106527	JULIE, INC.	LOCATE COSTS	13.31	GENERAL FUND	FIBER OPTIC MANAGEMENT	01-01-5-561
106527	JULIE, INC.	LOCATE COSTS	29.04	GENERAL FUND	FIBER OPTIC MANAGEMENT	01-01-5-561
106527	JULIE, INC.	LOCATE COSTS	29.04	GENERAL FUND	FIBER OPTIC MANAGEMENT	01-01-5-561
Total 106527:			134.31			
106528	KATHERINE CARR	PROGRAM FEE REFUND	35.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 106528:			35.00			
106529	KELLY READ	DANCE COSTUMES	62.27	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106529:			62.27			
106530	LAUREN KLEINJAN	PROGRAM FEE REFUND	35.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 106530:			35.00			
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	210.38	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	93.97	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	140.25	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	3.27	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-51-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	3.27	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	3.27	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-08-6-622

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	3.27	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-07-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	3.27	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-05-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	3.27	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-09-6-622
106531	LORCHEM TECHNOLOGIES INC	SUPER KLEEN NEUTRALIZER/DEGRE	3.28	PERFORMING ARTS	MATERIAL TO MAINTAIN VEHICLE	07-11-6-622
106531	LORCHEM TECHNOLOGIES INC	PRESSURE WASHER SERVICE	516.82	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-07-5-552
106531	LORCHEM TECHNOLOGIES INC	SERVICE WASHER	427.29	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-07-5-552
Total 106531:			1,411.61			
106532	MARIO ARTEAGA	REFUND VEHICLE IMPOUND FEE	500.00	GENERAL FUND	BUILDING PERMITS	01-00-2-324
Total 106532:			500.00			
106533	MARK AFELD	R.O.W. 330 S TRYON ST	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 106533:			100.00			
106534	MARK MORAN	ANTIQUE APPRAISAL PROGRAM 6/27/	400.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
Total 106534:			400.00			
106535	MCHENRY ANALYTICAL WATER LABO	COLIFORM TESTING	412.50	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-50-5-509
Total 106535:			412.50			
106536	MCHENRY CO BROADBAND FIBER N	FIBER PROJECT	4,389.60	GENERAL FUND-CIP	FIBER NETWORK	82-01-7-712
106536	MCHENRY CO BROADBAND FIBER N	FIBER PROJECT	3,663.36	GENERAL FUND	DISTRICT 200 FIBER	01-00-0-122
Total 106536:			8,052.96			
106537	MCHENRY COUNTY LIVING	CHALLENGE & TRI	400.00	GENERAL FUND	PRINTING SERVICES/ ADVERTISING	01-09-5-537
Total 106537:			400.00			
106538	MCHENRY POWER EQUIPMENT INC	RECOIL	39.80	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106538	MCHENRY POWER EQUIPMENT INC	STARTER PAWL	13.60	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106538:			53.40			
106539	MELISSA HERNANDEZ	FACILITY RENTAL REFUND	50.00	RECREATION CENTER FUND	FACILITY RENTAL	05-00-3-328

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106539:			50.00			
106540	MENARDS	TARP FOR SOIL PILE @ PEACE PARK	10.99	PARKS FUND	SUPPLIES	06-00-6-606
106540	MENARDS	SUPPLIES	112.27	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
106540	MENARDS	SUPPLIES	20.97	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
106540	MENARDS	EQUIPMENT CHECKLIST	17.64	PARKS FUND	SUPPLIES	06-00-6-606
106540	MENARDS	PEACE PARK	19.94	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106540	MENARDS	CHICKEN WIRE - COURT HOUSE HOL	3.49	PARKS FUND	MATERIAL TO MAINTAIN BLDGS.	06-00-6-620
106540	MENARDS	MAIN RESTROOM @ EMRICSON PK	4.27	PARKS FUND	MATERIAL TO MAINTAIN BLDGS.	06-00-6-620
106540	MENARDS	SUPPLIES	50.64	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
106540	MENARDS	HOSE	35.99	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106540:			276.20			
106541	MERCY HEALTH SYSTEM	TESTING SERVING	103.00	GENERAL FUND	DRUG TESTING	01-04-5-510
Total 106541:			103.00			
106542	MILLER ENGINEERING CO.	AC FOR SERVER ROOM	2,590.00	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
106542	MILLER ENGINEERING CO.	HVAC SERVICE	508.25	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552
106542	MILLER ENGINEERING CO.	HVAC PARTS	148.26	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
106542	MILLER ENGINEERING CO.	SERVICE	214.00	LIBRARY BUILDING FUND	SERVICE TO MAINT. BLDG & GRDS	09-00-5-550
106542	MILLER ENGINEERING CO.	SERVICE	321.00	LIBRARY BUILDING FUND	SERVICE TO MAINT. BLDG & GRDS	09-00-5-550
Total 106542:			3,781.51			
106543	MONICA AMRAEN	SENIOR SUPPLIES	37.92	GENERAL FUND	SENIORS @ STAGE LEFT	01-11-6-620
Total 106543:			37.92			
106544	NAPA AUTO PARTS	MOWER PARTS	7.98	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
Total 106544:			7.98			
106545	NEOPOST USA INC	SEALING KIT - POSTAGE MACHINE	48.00	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106545:			48.00			
106546	NICOR	GAS WELL #12 GENERATOR	54.31	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106546:			54.31			
106547	NORTH CENTRAL LABORATORIES	TISAB II BUFFER	290.56	WATER & SEWER UTILITY FUND	LABORATORY CHEMICALS	60-50-6-615
Total 106547:			290.56			
106548	NORTHWEST POLICE ACADEMY	TRAINING SEMINAR	50.00	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
Total 106548:			50.00			
106549	P. F. PETTIBONE & COMPANY	ENGRAVE PLAQUE	24.25	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106549:			24.25			
106550	PCMG/GLOBAL GOVED	TONER	2,374.77	LIBRARY	SUPPLIES	08-00-6-606
Total 106550:			2,374.77			
106551	PRECISION SERVICES & PARTS, INC.	ROTORS	83.96	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
106551	PRECISION SERVICES & PARTS, INC.	LINKAGES	26.71	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
Total 106551:			110.67			
106552	QUILL CORPORATION	INK CARTRIDGE	44.99	GENERAL FUND	SUPPLIES	01-08-6-606
106552	QUILL CORPORATION	INK CARTRIDGE	19.00	WATER & SEWER UTILITY FUND	SUPPLIES	60-53-6-606
106552	QUILL CORPORATION	INK CARTRIDGE	19.00-	WATER & SEWER UTILITY FUND	SUPPLIES	60-53-6-606
106552	QUILL CORPORATION	INK CARTRIDGE	19.00	WATER & SEWER UTILITY FUND	SUPPLIES	60-53-6-606
106552	QUILL CORPORATION	INK CARTRIDGE	26.99	WATER & SEWER UTILITY FUND	SUPPLIES	60-53-6-606
Total 106552:			90.98			
106553	RED CROSS STORE	LG GUARD CLASS	242.67	AQUATIC CENTER FUND	TRAINING	04-00-4-452
Total 106553:			242.67			
106554	RENEE TORREZ	DANCE RECITAL SUPPLIES	156.42	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106554:			156.42			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106555	ROB WALKINGTON	HEALTH CLUB REIMBURSEMENT	100.00	HEALTH/LIFE INSURANCE FUND	EMPLOYEE PHYSICAL DEVELOPMEN	75-00-5-548
Total 106555:			100.00			
106556	RON SCHMITT	PARTS FOR BASKET	6.70	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106556:			6.70			
106557	RUSH TRUCK CENTER - HUNTLEY IN	SERVICE, NO START	747.60	PARKS FUND	SERVICE TO MAINTAIN VEHICLES	06-00-5-553
106557	RUSH TRUCK CENTER - HUNTLEY IN	TURN SWITCH	107.61	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
106557	RUSH TRUCK CENTER - HUNTLEY IN	TURN SWITCH	182.58	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
Total 106557:			1,037.79			
106558	SECRETARY OF STATE	REGISTRATION	101.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 106558:			101.00			
106559	SECRETARY OF STATE	REGISTRATION	101.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 106559:			101.00			
106560	SECRETARY OF STATE	REGISTRATION	101.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 106560:			101.00			
106561	SECRETARY OF STATE	REGISTRATION	101.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 106561:			101.00			
106562	SECRETARY OF STATE	REGISTRATION	101.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 106562:			101.00			
106563	STANDARD EQUIPMENT COMPANY	VACTOR ELBOW	481.09	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 106563:			481.09			
106564	TONY SAGNZ	R.O.W. 1256 LEE ANN LN	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106564:			100.00			
106565	TREES "R" US INC	LEAF MULCH FOR DOWNTOWN BUM	1,175.00	PARKS FUND	LANDSCAPE MATERIALS	06-00-6-609
Total 106565:			1,175.00			
106566	TRITECH FORENSICS, INC	SUPPLIES	475.81	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106566:			475.81			
106567	UNIQUE MANAGEMENT SERVICES,IN	PLACEMENTS	79.60	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
Total 106567:			79.60			
106568	UNIVERSITY OF ILLINOIS - PAYMENT	TRAINING	150.00	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
Total 106568:			150.00			
106569	VIKING CHEMICAL COMPANY	CHEMICALS	1,053.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
Total 106569:			1,053.00			
106570	VISION SERVICE PLAN (IL)	VISION PLAN	52.27	HEALTH/LIFE INSURANCE FUND	EXCESS INSURANCE PREMIUMS	75-00-5-545
Total 106570:			52.27			
106571	WAL-MART COMMUNITY	VENDING MACHINE	68.38	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
106571	WAL-MART COMMUNITY	TWEEN NIGHT	58.43	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
106571	WAL-MART COMMUNITY	PLAYGROUND PROGRAM	24.57	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
106571	WAL-MART COMMUNITY	POP MACHINE	20.94	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
106571	WAL-MART COMMUNITY	SENIORS	21.55	GENERAL FUND	SENIORS @ STAGE LEFT	01-11-6-620
106571	WAL-MART COMMUNITY	ITUNES - DANCE	25.00	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
106571	WAL-MART COMMUNITY	PROGRAM SUPPLIES	63.48	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
106571	WAL-MART COMMUNITY	SENIORS	82.18	GENERAL FUND	SENIORS @ STAGE LEFT	01-11-6-620
Total 106571:			364.53			
106572	WOODSTOCK COMMUNITY SCHOOL	GAS USAGE - MARCH	2,020.39	POLICE PROTECTION FUND	GASOLINE & OIL	03-00-6-602
106572	WOODSTOCK COMMUNITY SCHOOL	GAS USAGE - MARCH	94.67	GENERAL FUND	GASOLINE AND OIL	01-05-6-602

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106572:			2,115.06			
106573	WOODSTOCK POWER EQUIPMENT, I	PARTS	106.86	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106573	WOODSTOCK POWER EQUIPMENT, I	GANG BEFCO	626.17	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106573	WOODSTOCK POWER EQUIPMENT, I	SCREWS	2.00	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106573	WOODSTOCK POWER EQUIPMENT, I	BLOWER PARTS	4.50	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106573:			739.53			
106576	10-41 INCORPORATED	CONFERENCE	1,000.00	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
Total 106576:			1,000.00			
106577	ABRAHAM LINCOLN PRESIDENTIAL LI	LIBRARY MATERIALS	183.00	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106577:			183.00			
106578	AIRGAS	OXYGEN, ACETYLENE	176.55	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-51-5-552
Total 106578:			176.55			
106579	AMAZON	LIBRARY MATERIALS	69.11	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106579	AMAZON	LIBRARY MATERIALS	121.98	LIBRARY	SUPPLIES	08-00-6-606
106579	AMAZON	LIBRARY EQUIPMENT	4,751.10	LIBRARY BUILDING FUND	FURNITURE & EQUIPMENT	09-00-7-720
Total 106579:			4,942.19			
106580	ARAMARK UNIFORM SERVICE	UNIFORMS	22.80	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
106580	ARAMARK UNIFORM SERVICE	UNIFORMS	2.20	WATER & SEWER UTILITY FUND	UNIFORMS	60-50-4-453
106580	ARAMARK UNIFORM SERVICE	UNFORMS	22.80	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
106580	ARAMARK UNIFORM SERVICE	UNFORMS	2.20	WATER & SEWER UTILITY FUND	UNIFORMS	60-50-4-453
106580	ARAMARK UNIFORM SERVICE	UNIFORMS	24.04	GENERAL FUND	UNIFORMS	01-07-4-453
106580	ARAMARK UNIFORM SERVICE	UNIFORMS	13.19	PARKS FUND	UNIFORMS	06-00-4-453
106580	ARAMARK UNIFORM SERVICE	UNIFORMS	16.39	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
106580	ARAMARK UNIFORM SERVICE	UNIFORMS	42.93	GENERAL FUND	UNIFORMS	01-06-4-453
106580	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	25.00	POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 106580:			171.55			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106581	ASSOCIATED, ELECTRICAL CONTRA	ELECTRICAL REPAIR AROUND THE S	4,383.63	TAX INCREMENT FINANCING FUND	PERIMETER STREET LIGHTING REPL	41-00-7-732
Total 106581:			4,383.63			
106582	BAKER & TAYLOR BOOKS	BOOK RETURN	16.75-	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106582	BAKER & TAYLOR BOOKS	BOOK RETURN	15.59-	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106582	BAKER & TAYLOR BOOKS	LIBRARY BOOKS	454.22	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106582	BAKER & TAYLOR BOOKS	LIBRARY BOOKS	931.09	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106582	BAKER & TAYLOR BOOKS	LIBRARY BOOKS	1,351.58	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106582	BAKER & TAYLOR BOOKS	LIBRARY BOOKS	467.18	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106582	BAKER & TAYLOR BOOKS	LIBRARY BOOKS	376.76	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106582	BAKER & TAYLOR BOOKS	BOOK RETURN	10.67-	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106582:			3,537.82			
106583	BAKER & TAYLOR CONTINUATION AC	LIBRARY BOOKS	135.69	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106583	BAKER & TAYLOR CONTINUATION AC	LIBRARY BOOKS	8.69	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106583	BAKER & TAYLOR CONTINUATION AC	LIBRARY BOOKS	53.53	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106583:			197.91			
106584	BILLY'S CUSTOM FLOORING	REPAIR TO PW DRAIN TRENCH IN MA	8,000.00	GENERAL FUND-CIP	EXISTING PUBLIC WORKS FACILTY	82-02-7-713
Total 106584:			8,000.00			
106585	BOHN'S ACE HARDWARE	MAIN PLAYGROUND REPAIR SUPPLIE	13.78	PARKS FUND	RECREATION SUPPLIES	06-00-6-611
106585	BOHN'S ACE HARDWARE	LIQUID HAND SOAP FOR PUBLIC RES	55.96	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
Total 106585:			69.74			
106586	BUSHNELL INCORPORATED	PE TUBING	295.45	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106586:			295.45			
106587	C.I.C. CORPORATION	ROOF REPAIRS TO PAVILIONS @ EM	839.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 106587:			839.00			
106588	CABAY & COMPANY, INC	CLEANING SUPPLIES	411.05	LIBRARY	SUPPLIES	08-00-6-606
106588	CABAY & COMPANY, INC	HAND DRYER	335.50	LIBRARY	SUPPLIES	08-00-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106588:			746.55			
106589	CHAS. HERDRICH & SON, INC.	CAFE SUPPLIES	238.00	PERFORMING ARTS	SUPPLIES & MATERIALS	07-13-6-606
Total 106589:			238.00			
106590	CHICAGO COFFEE ROASTERY, INC.	CAFE SUPPLIES	114.05	PERFORMING ARTS	SUPPLIES & MATERIALS	07-13-6-606
Total 106590:			114.05			
106591	COMCAST CABLE	INTERNET SERVICE	394.85	LIBRARY	COMMUNICATIONS	08-00-5-501
Total 106591:			394.85			
106592	CONSTELLATION NEWENERGY	ELECTRICITY FOR PUMPS	191.25	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106592	CONSTELLATION NEWENERGY	ELECTRICITY FOR PUMPS	47.91	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106592	CONSTELLATION NEWENERGY	ELECTRICITY FOR PUMPS	488.51	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106592	CONSTELLATION NEWENERGY	ELECTRICITY FOR PUMPS	499.13	WATER & SEWER UTILITY FUND	UTILITIES- BOOSTER STATIONS	60-52-5-541
106592	CONSTELLATION NEWENERGY	ELECTRICITY FOR PUMPS	206.42	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106592	CONSTELLATION NEWENERGY	ELECTRIC SERVICE	415.62	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
106592	CONSTELLATION NEWENERGY	ELECTRIC SERVICE	6,127.16	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
Total 106592:			7,976.00			
106593	CROWN RESTROOMS	PORT-A-POTTY - COMMUNITY EVENT	481.00	GENERAL FUND	OTHER COMMUNITY EVENTS	01-11-6-615
106593	CROWN RESTROOMS	MERRYMAN FIELD PORT-A-POTTY	387.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 106593:			868.00			
106594	CURRIE MOTORS	POLICE VEHICLE PURCHASE	53,148.00	GENERAL FUND-CIP	ANNUAL POLICE VEHICLE PURCHAS	82-03-7-701
Total 106594:			53,148.00			
106595	DEMCO INC	PROCESSING SUPPLIES	169.06	LIBRARY	SUPPLIES	08-00-6-606
106595	DEMCO INC	PROCESSING SUPPLIES	240.54	LIBRARY	SUPPLIES	08-00-6-606
106595	DEMCO INC	SUPPLIES	355.30	LIBRARY	SUPPLIES	08-00-6-606
106595	DEMCO INC	PROCESSING SUPPLIES	168.90	LIBRARY	SUPPLIES	08-00-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106595:			933.80			
106596	DENO BURALLI, JR.	ADVANCE - RED ROSE RAGTIME BAN	1,600.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 106596:			1,600.00			
106597	ERICA SCHWANKE	REFUND - DEPOSIT	75.00	ESCROW FUND	GAZEBO WEDDINGS	72-00-0-218
Total 106597:			75.00			
106598	FOX VALLEY FIRE & SAFETY CO.	180 S EASTWOOD RADIO MOVE	195.00	WIRELESS FUND	EQUIPMENT	15-00-7-720
106598	FOX VALLEY FIRE & SAFETY CO.	REPLACEMENT SMOKE DETECTOR	1,347.00	PERFORMING ARTS	SERVICE TO MAINTAIN BUILDING	07-11-5-550
106598	FOX VALLEY FIRE & SAFETY CO.	ALARM MONITORING	1,815.75	WIRELESS FUND	SERVICE TO MAINTAIN EQUIPMENT	15-00-5-550
Total 106598:			3,357.75			
106599	GALE/CENGAGE LEARNING, INC	BOOKS	54.59	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106599	GALE/CENGAGE LEARNING, INC	BOOKS	122.34	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106599:			176.93			
106600	GARRETT ANDERSON	LEGISLATIVE VISIT	270.00	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
Total 106600:			270.00			
106601	GLOBETROTTERS ENGINEERING CO	DAMAGED FIBER REPAIRS	10,070.00	GENERAL FUND	FIBER OPTIC MANAGEMENT	01-01-5-561
106601	GLOBETROTTERS ENGINEERING CO	DAMAGED FIBER REPAIRS	1,000.00	GENERAL FUND	DUE FROM OTHER GOVT. FUNDS	01-00-0-130
Total 106601:			11,070.00			
106602	GRAINGER	INVESTIGATE BASEMENT WATER DA	113.40	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106602	GRAINGER	TOOLS - BASEMENT WATER DAMAGE	1,698.85	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106602	GRAINGER	INVESTIGATE BASEMENT WATER DA	22.92	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106602	GRAINGER	MAINTENANCE MATERIALS	250.29	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
106602	GRAINGER	INVESTIGATE BASEMENT WATER DA	13.28	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106602	GRAINGER	REPAIR PARTS - CAFE RESTROOM	68.86	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
Total 106602:			2,167.60			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106603	GUS KORDOPITOULAS	POLICE IMPOUND FEE REFUND	500.00	POLICE PROTECTION FUND	POLICE FINES	03-00-2-321
Total 106603:			500.00			
106604	HAAS SERVICE SYSTEM	CLEANING SERVICE - MARCH	1,550.00	PERFORMING ARTS	SERVICE TO MAINTAIN BUILDING	07-11-5-550
Total 106604:			1,550.00			
106605	HAINES & COMPANY INC	LEASES & PROF SERVICES	381.50	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106605:			381.50			
106606	HAMPTON, LENZINI & RENWICK INC	SAFE ROUTES TO SCHOOL	13,056.00	GENERAL FUND-CIP	SAFE ROUTES TO SCHOOL PROGRA	82-08-7-710
106606	HAMPTON, LENZINI & RENWICK INC	SAFE ROUTES TO SCHOOL	794.50	GENERAL FUND-CIP	SAFE ROUTES TO SCHOOL PROGRA	82-08-7-710
106606	HAMPTON, LENZINI & RENWICK INC	IL ROUTE 47 CROSSWALK EVALUATI	3,880.00	GENERAL FUND	ENGINEERING SERVICES	01-08-5-503
Total 106606:			17,730.50			
106607	HD SUPPLY WATERWORKS, LTD.	STORM SEWER MAINTENANCE PART	4,454.00	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
Total 106607:			4,454.00			
106608	ILLINOIS DEPARTMENT OF AGRICULT	PEST CONTROL LICENSE APPLICATI	15.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-08-4-454
106608	ILLINOIS DEPARTMENT OF AGRICULT	PEST CONTROL LICENSE APPLICATI	15.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-08-4-454
106608	ILLINOIS DEPARTMENT OF AGRICULT	PEST CONTROL LICENSE APPLICATI	20.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-08-4-454
Total 106608:			50.00			
106609	ILLINOIS DEPARTMENT OF EMPLOYM	UNEMPLOYMENT	79.86	LIABILITY INSURANCE FUND	UNEMPLOYMENT COMPENSATION	21-00-4-456
Total 106609:			79.86			
106610	ILLINOIS DEPARTMENT OF TRANSPO	TRAFFIC CONTROL SERVICE	3,510.00	MOTER FUEL TAX FUND	SERVICE TO MAIN. TRAFFIC CONTR	12-00-5-559
Total 106610:			3,510.00			
106611	JOYCE A NARDULLI LLC	RETAINER FEE	5,000.00	GENERAL FUND	LEGISLATIVE ADVOCARTE	01-01-5-562
Total 106611:			5,000.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106612	KII ELECTRICAL CONTRACTORS INC	REPAIRED BROKEN LINE FEEDING T	870.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-51-5-552
Total 106612:			870.00			
106613	LAI LTD	PARTS TO REPAIL LAKESIDE FINE SC	4,895.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106613:			4,895.00			
106614	LAND CONSERVANCY OF MCHENRY	WETLAND MAINTENANCE	980.00	ENVIRONMENTAL MANAGEMENT FU	WETLANDS MAINTENANCE/IMPROV.	90-00-5-703
Total 106614:			980.00			
106615	LIONHEART CRITICAL POWER SPECI	GENERATOR MAINTENANCE	597.00	LIBRARY BUILDING FUND	SERVICE TO MAINT. BLDG & GRDS	09-00-5-550
Total 106615:			597.00			
106616	LORITO BOOKS	BOOKS & MATERIALS	88.56	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106616:			88.56			
106617	MAILFINANCE	LEASE FOR POSTAGE MACHINE	62.96	LIBRARY	EQUIPMENT RENTAL	08-00-5-543
Total 106617:			62.96			
106618	MARSH USA INC	LIQUOR INSURANCE	869.00	PERFORMING ARTS	INSURANCE & LICENSING	07-13-5-504
Total 106618:			869.00			
106619	MENARDS	INVESTIGATION OF BASEMENT WAT	200.49	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106619	MENARDS	DAVIS ROAD GARBAGE CANS	89.90	PARKS FUND	SUPPLIES	06-00-6-606
106619	MENARDS	DRAIN REPAIR, EMERENCY FLOOD LI	30.75	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
106619	MENARDS	MAIN PLAYGROUND REPAIR SUPPLIE	2.88	PARKS FUND	RECREATION SUPPLIES	06-00-6-611
106619	MENARDS	DAVIS ROAD RAIN GAUGE	1.99	PARKS FUND	SUPPLIES	06-00-6-606
106619	MENARDS	SUPPLIES FOR MAINT SHED	86.84	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106619	MENARDS	SUPPLIES FOR MAIN SHED	245.43	PARKS FUND	SUPPLIES	06-00-6-606
106619	MENARDS	INVESTIGATION OF BASEMENT WAT	19.27	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106619	MENARDS	INTERIOR LIGHTING SUPPLIES	128.37	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
106619	MENARDS	INVESTIGATION OF BASEMENT WAT	82.57	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106619	MENARDS	INVESTIGATION OF BASEMENT WAT	9.99	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106619	MENARDS	BULBS	14.34	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106619	MENARDS	INVESTIGATION OF BASEMENT WAT	176.25	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106619	MENARDS	DRAIN REPAIR	18.22	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
106619	MENARDS	DRAIN REPAIR	5.56	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
106619	MENARDS	LAMPS FOR INTERIOR LIGHTING	15.24	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
106619	MENARDS	INVESTIGATION OF BASEMENT WAT	239.00	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
Total 106619:			1,367.09			
106620	MIDWEST GROUND COVERS LLC	BUMP OUT RENOVATION PLANTS	832.50	PARKS FUND	LANDSCAPE MATERIALS	06-00-6-609
Total 106620:			832.50			
106621	MIDWEST TAPE	LIBRARY DVDS	95.98	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106621	MIDWEST TAPE	AUDIOBOOKS	14.99	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106621	MIDWEST TAPE	LIBRARY DVDS	168.50	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106621	MIDWEST TAPE	LIBRARY DVDS	277.49	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106621	MIDWEST TAPE	LIBRARY DVDS	16.79	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106621	MIDWEST TAPE	AUDIOBOOKS	39.99	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106621	MIDWEST TAPE	LIBRARY DVDS	56.57	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106621:			670.31			
106622	MILLER ENGINEERING CO.	SERVICE - AUDITORIUM RTV	761.82	PERFORMING ARTS	SERVICE TO MAINTAIN BUILDING	07-11-5-550
106622	MILLER ENGINEERING CO.	SERVICE	240.75	LIBRARY BUILDING FUND	SERVICE TO MAINT. BLDG & GRDS	09-00-5-550
Total 106622:			1,002.57			
106623	MR. DUCT INC	AIR DUCT CLEANING	8,475.00	LIBRARY BUILDING FUND	SERVICE TO MAINT. BLDG & GRDS	09-00-5-550
Total 106623:			8,475.00			
106624	NATIONAL TRUST FOR HISTORIC PR	MEMBERSHIP RENEWAL	45.00	PERFORMING ARTS	DUES & SUBSCRIPTION	07-11-4-454
Total 106624:			45.00			
106625	NICK WEBER	VIDEO GAMES AND COLORING BOOK	276.95	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106625:			276.95			
106626	NICOR	GAS FOR EMERGENCY GENERATOR	86.18	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106626:			86.18			
106627	NORTH SUBURBAN LIBRARY	TEXTING SERVICE	73.74	LIBRARY	COMMUNICATIONS	08-00-5-501
Total 106627:			73.74			
106628	NORTHWEST HERALD	SUBSCRIPTION RENEWAL	276.60	PERFORMING ARTS	DUES & SUBSCRIPTION	07-11-4-454
Total 106628:			276.60			
106629	OLLIS BOOK CORPORATION	LIBRARY BOOKS & MATERIALS	1,196.90	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106629	OLLIS BOOK CORPORATION	LIBRARY BOOKS & MATERIALS	99.75	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106629:			1,296.65			
106630	PENGUIN RANDOM HOUSE LLC	LIBRARY MATERIALS	33.75	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106630	PENGUIN RANDOM HOUSE LLC	LIBRARY MATERIALS	26.25	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106630	PENGUIN RANDOM HOUSE LLC	AUDIO BOOKS	30.00	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106630:			90.00			
106631	PROQUEST INFORMATION & LEARNI	LIBRARY RESOURCES	8,490.00	LIBRARY	ELECTRONIC FORMAT	08-00-7-741
Total 106631:			8,490.00			
106632	QUILL CORPORATION	SUPPLIES	109.95	LIBRARY	SUPPLIES	08-00-6-606
106632	QUILL CORPORATION	SELF-ADHESIVE CLEAR POCKETS	37.35	LIBRARY	SUPPLIES	08-00-6-606
Total 106632:			147.30			
106633	RECORDED BOOKS, LLC	DVDS	41.60	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106633	RECORDED BOOKS, LLC	AUDIOBOOKS	322.40	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106633	RECORDED BOOKS, LLC	DVDS	41.60	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106633:			405.60			
106634	RESEARCH TECHNOLOGY INTERNAT	BUFFING MACHINE REPAIRS	337.99	LIBRARY	SERVICE TO MAINTAIN EQUIPMENT	08-00-5-552

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106634:			337.99			
106635	RUTH ANN LIEB	FIRST AID SUPPLIES REIMBURSEME	18.34	GENERAL FUND	SUPPLIES	01-02-6-606
Total 106635:			18.34			
106636	SHAW MEDIA	ADVERTISING	474.00	PERFORMING ARTS	PROGRAMMING FUND - ADVERTISIN	07-11-5-526
Total 106636:			474.00			
106637	STAN'S OFFICE TECHNOLOGIES, IN	COPIER SERVICE	134.75	PERFORMING ARTS	SUPPLIES	07-11-6-606
106637	STAN'S OFFICE TECHNOLOGIES, IN	BLACK, COLOR COPIES	631.70	LIBRARY	SERVICE TO MAINTAIN EQUIPMENT	08-00-5-552
Total 106637:			766.45			
106638	TEI LANDMARK AUDIO A DIVISION OF	AUDIOBOOKS	170.95	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106638:			170.95			
106639	THERM FLO, INC.	REPAIR FAILING DC ALTERNATOR	1,371.92	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
Total 106639:			1,371.92			
106640	THOMSON REUTERS - WEST PAYME	SUBSCRIPTION	123.00	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106640:			123.00			
106641	TRUDIE DREYER	GIRONBOOKS	753.30	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106641:			753.30			
106642	UNITED LABORATORIES	CHEMICALS TO HELP CONTOL GREA	4,989.34	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
Total 106642:			4,989.34			
106643	UPLAND CONSTRUCTION & MAINTEN	ART PEDESTAL CONSTRUCTION	4,400.00	GENERAL FUND-CIP	PEACE PARK IMPROVEMENTS	82-06-7-722
Total 106643:			4,400.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106644	USA BLUEBOOK	AMT HIGH VOLUME ROTARY DRUM P	145.71	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106644:			145.71			
106645	WAREHOUSE DIRECT	BROOM, GLUE	20.96	LIBRARY	SUPPLIES	08-00-6-606
Total 106645:			20.96			
106646	WATER SERVICES	METER TESTING	190.00	WATER & SEWER UTILITY FUND	WATER & SEWER SALES	60-00-3-371
106646	WATER SERVICES	METERS	22,000.00	WATER & SEWER UTILITY FUND	WATER METER REPLACEMENT PRO	60-54-7-775
Total 106646:			22,190.00			
106647	WILSON NURSERIES INC	BUMP OUT PLANTS SPRING 2016	4,891.25	PARKS FUND	LANDSCAPE MATERIALS	06-00-6-609
106647	WILSON NURSERIES INC	BUMP OUT PLANTS SPRING 2016	8,132.00	PARKS FUND	LANDSCAPE MATERIALS	06-00-6-609
Total 106647:			13,023.25			
106648	WOODSTOCK FINE ARTS ASSN.	WFAA CREATIVE LIVING	4,496.94	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 106648:			4,496.94			
106649	WOODSTOCK FIRE RESCUE DISTRIC	ALARM FEES FEB - APR 2016	13,230.00	WIRELESS FUND	WFRD ADMINISTRATIVE FEES	15-00-5-512
Total 106649:			13,230.00			
106650	WOODSTOCK MUSICAL THEATRE CO	"INTO THE WOODS"	16,253.64	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 106650:			16,253.64			
106651	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL SERVICES	1,732.50	GENERAL FUND	LEGAL EXPENSES	01-12-5-502
106651	ZUKOWSKI ROGERS FLOOD MCARDL	ADMIN ADJUD HEARING	1,443.75	ADMIN ADJUDICATION FUND	LEGAL SERVICES	14-00-5-502
Total 106651:			3,176.25			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106574	A5 GROUP INC	PROMOTE WOODSTOCK	25,000.00	ESCROW FUND	PROMOTE WOODSTOCK	72-00-0-237
Total 106574:			25,000.00			
106575	CITY OF WOODSTOCK	PROMOTING WOODSTOCK	200,000.00	ESCROW FUND	PROMOTE WOODSTOCK	01-01-5-558
Total 106575:			200,000.00			
Grand Totals:			777,202.68			

City of Woodstock
Warrant No. 3711

All items tabulated above and before are proper expenses due from the City of Woodstock for services performed or materials furnished to the City of Woodstock.

Treasurer

City Manager

The Finance Director is hereby authorized to issue order on the City Treasurer covering the above listed obligations approved by the City Council this 3rd day of May, 2016.

City Clerk

Mayor

City of WOODSTOCK

Police Department
Robert W. Lowen, Chief of Police
656 Lake Avenue
Woodstock, Illinois 60098

phone 815.338.6787
fax 815.334.2275
policedept@woodstockil.gov
www.woodstockil.gov

To: Roscoe C. Stelford, City Manager
From: Robert W. Lowen, Chief of Police
Re: March 2016 Monthly Report
Date: April 18, 2016

Woodstock Police responded to 1,045 calls for service during the month, a decrease of 90 calls for service compared to March of 2015. A decrease of 47 calls for service has been realized comparing this point of 2016 with a similar point in 2015. There were 121 reported crimes for the month and at this point in 2016 an approximate 13% increase in crime has been realized compared to a similar point in 2015. Misdemeanor thefts and burglary to auto crimes accounts for the majority of the increase in crime stats for 2016. Criminal arrests were slightly lower for the month and are approximately 25% lower for the year compared to 2015. Traffic arrests are 18% lower comparing this year with a similar point in time of 2015. Traffic accidents are approximately 25% higher than a similar point in time of 2015.

Highlights for the month include a newly introduced program providing free gun locks to residents. The Coffee with the Chief Program featured an informational seminar on "Emergency Preparedness and Getting the Whole Community Ready" provided by the McHenry County Department of Health. The event was well attended and provided valuable information to those attending. WPD insured the "Shamrocked" St. Patrick's Day Festival occurred in a peaceful manner; an AARP Smart Driver Course was hosted by the Department; the Detective Division arrested two subjects responsible for committing a burglary to Liquid Blues following a tip from the community realized after a press release was made on the incident; Detective Shane Marshall presented a firearm safety program to a group of 30 Cub Scouts and Detective Rob Branum spoke with 60 preschoolers from Grace Lutheran Church regarding the job of a police officer; the Police Department hosted two students in the job shadow program from District 200 High Schools; Officer Michael Gustis held DARE graduations for Prairiewood, Dean and Olson Elementary Schools; Chief Robert Lowen called bingo at Hearthstone Communities for senior citizens; oral interviews were held for prospective Police Sergeants and a new Police Sergeant eligibility list was posted; and Recruit Officer Adam Fischer graduated from University of Illinois Police Training Institute.

NATIONAL TRUST
for HISTORIC PRESERVATION®

DOZEN DISTINCTIVE
DESTINATIONS 2007

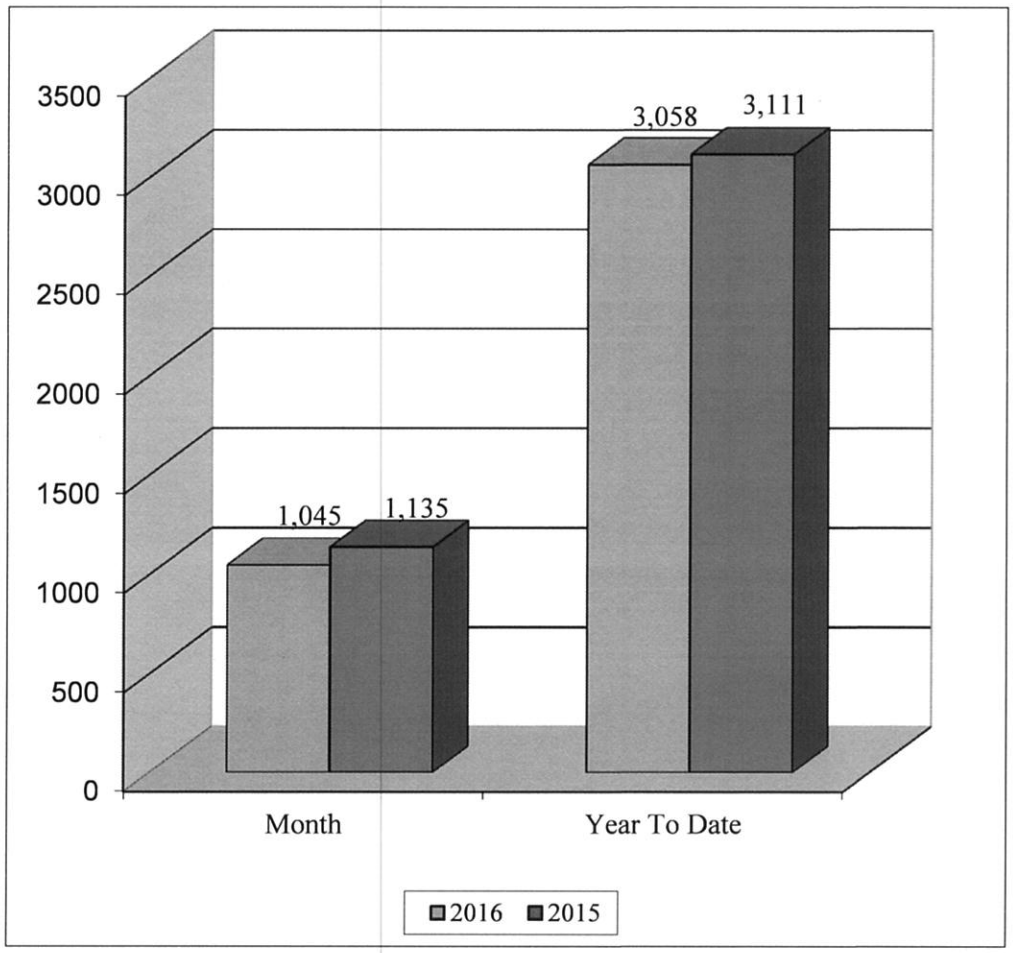
Woodstock is proud to have been recognized as a 2007 Distinctive Destination by the National Trust for Historic Preservation

Department personnel have stepped up patrols in and around the Woodstock Square while remaining vigilant in other areas of the community and look forward to moderating temperatures and the upcoming spring events throughout the community.

Sincerely,

Robert W. Lowen
Chief of Police

CITY OF WOODSTOCK
POLICE DEPARTMENT
MARCH 2016
MONTHLY REPORT

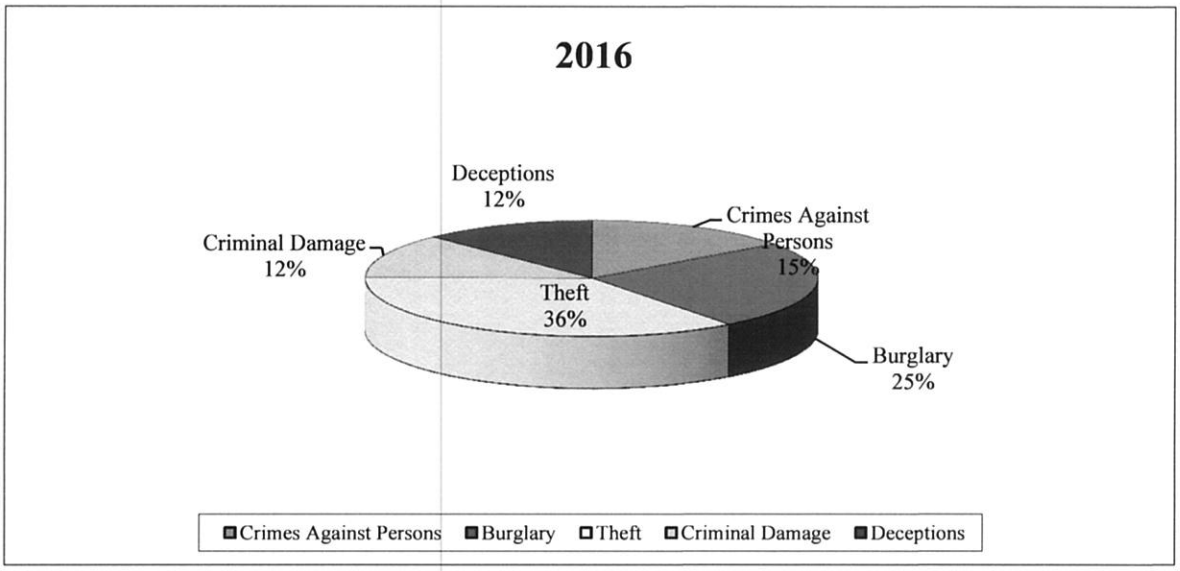


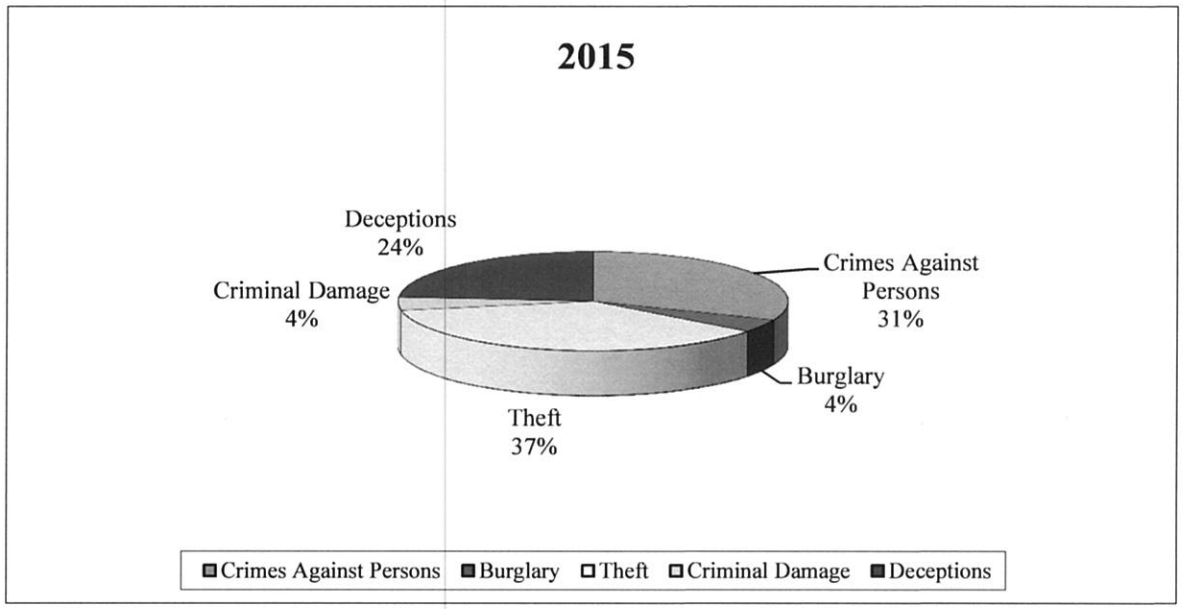
CALLS FOR POLICE SERVICE

WOODSTOCK POLICE DEPARTMENT
MARCH 2016 MONTHLY REPORT

REPORTED CRIME CATEGORIES	Month 2016	Month 2015	Year to Date 2016	Year to Date 2015
CRIMES AGAINST PERSONS				
Homicide	0	0	0	0
Criminal Sexual Abuse	4	6	8	7
Robbery	0	0	1	3
Battery	12	22	41	59
Assault	2	1	5	1
Reckless Homicide	0	0	0	0
CRIMES AGAINST PROPERTY				
Burglary	17	0	17	1
Burglary to Residence	0	2	0	4
Burglary to Vehicle	13	2	30	8
THEFTS				
Felony	15	8	26	19
Misdemeanor	18	13	50	35
Retail Theft	8	12	33	38
Motor Vehicle Theft	2	1	6	4
CRIMINAL DAMAGE TO PROPERTY				
Felony	0	1	4	2
Misdemeanor	15	3	23	24
Arson	0	0	0	0
DECEPTIONS				
Deceptive Practice	8	1	8	3
Forgery	0	1	1	2
Theft of Labor / Service	1	2	1	3
All Other Deceptions	6	18	24	30
TOTAL CRIMES REPORTED	**121**	**93**	**278**	**243**

CITY OF WOODSTOCK
POLICE DEPARTMENT
MARCH 2016
MONTHLY REPORT





REPORTED CRIMES COMPARISONS

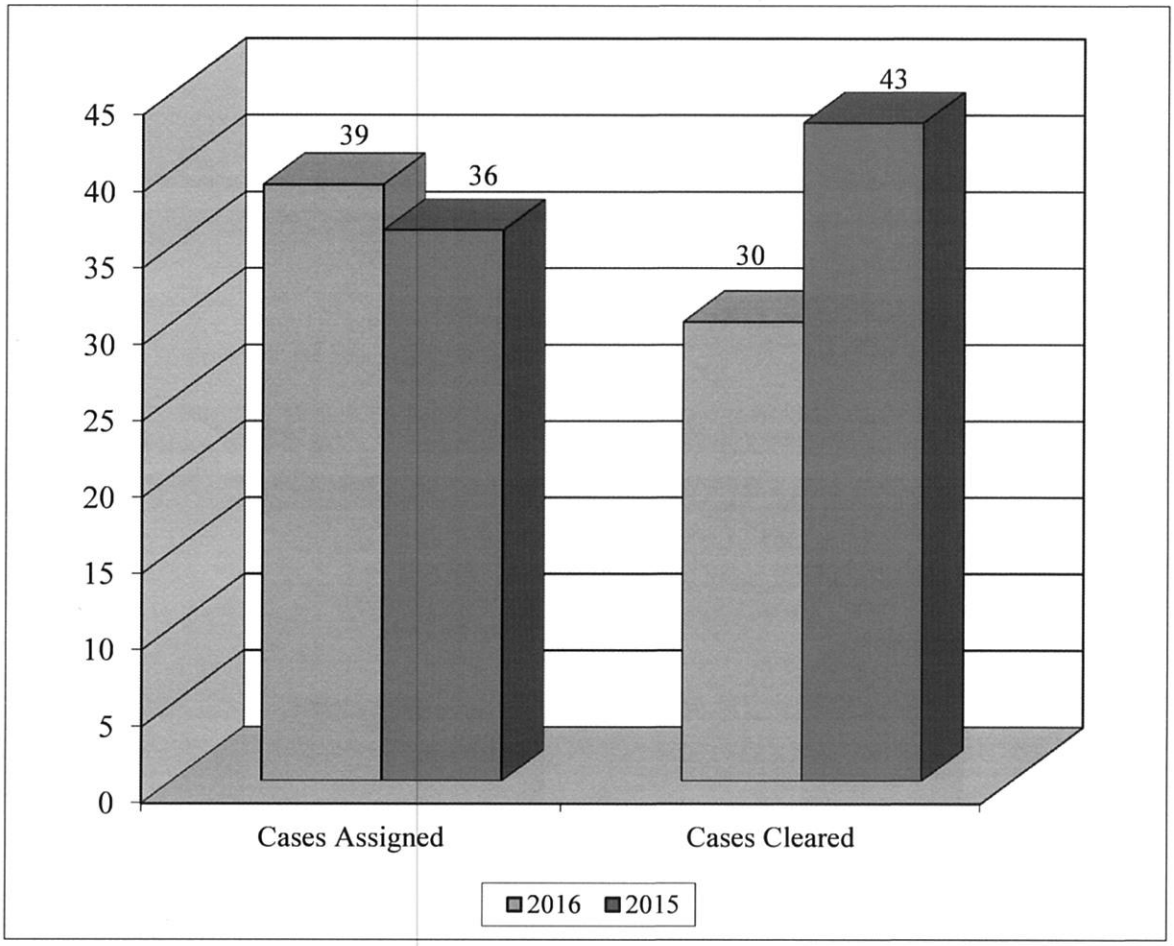
WOODSTOCK POLICE DEPARTMENT
MARCH 2016 MONTHLY REPORT

ARREST SUMMARY / TRAFFIC DATA	Month 2016	Month 2015	Year to Date 2016	Year to Date 2015
CRIMINAL ARRESTS				
Crimes Against Persons	3	13	20	28
Crimes Against Property	9	5	17	18
Crimes Against Society	14	15	25	31
Arrests for Outside Agencies	9	10	18	18
Juvenile Arrests	10	10	18	30
Total Criminal Arrests	**45**	**53**	**98**	**125**
TRAFFIC ARRESTS				
From Accidents	21	10	99	61
Driving Under the Influence	3	5	8	20
Driving While Suspended	19	21	52	65
Insurance Violations	18	32	68	102
Other Traffic Arrests	234	280	631	768
Total Traffic Arrests	**295**	**348**	**858**	**1,016**
TRAFFIC CRASHES				
Fatal Crashes	0	0	0	1
Personal Injury	3	3	18	21
Property Damage	30	24	181	108
Private Property	12	19	39	49
Total Crashes	**45**	**46**	**238**	**179**

WOODSTOCK POLICE DEPARTMENT
MARCH 2016 MONTHLY REPORT

MISCELLANEOUS SERVICES	Month 2016	Month 2015	Year to Date 2016	Year to Date 2015
GENERAL INFORMATION				
Calls for Service	1,045	1,135	3,058	3,111
Miles Patrolled	24,526	26,599	71,845	74,377
Total Written Reports	346	326	985	920
Tavern Checks	304	335	879	1,043
Outside Agency Assists	9	10	18	18
Fire/Rescue Calls	348	382	1,033	1,042
PARKING VIOLATIONS				
Total Parking Violations	431	274	1,314	901
Total Fines Collected	$10,622	$7,725	$25,672	$21,425
PROPERTY SUMMARY				
Stolen Property Value	$30,447	$16,578	$94,054	$61,034
Recovered Property Value	$52,011	$765	$78,344	$11,107
Vandalized Property Value	$1,617	$2,905	$5,182	$5,215
ADDITIONAL FEES/FINES SUMMARY				
Vehicle Impound Fees	$4,500	$4,000	$10,500	$12,500
Bail Processing Fees	$300	$380	$820	$1,040

CITY OF WOODSTOCK
POLICE DEPARTMENT
MARCH 2016
MONTHLY REPORT



INVESTIGATIONS DIVISION
MONTHLY CASE COMPARISONS

WOODSTOCK POLICE DEPARTMENT
MARCH 2016 MONTHLY REPORT

INVESTIGATIONS DIVISION	Month 2016	Month 2015	Year to Date 2016	Year to Date 2015
CASES ASSIGNED				
Felony Cases	25	19	67	45
Misdemeanor Cases	4	4	12	17
Non Criminal Cases	10	13	29	39
Total Cases Assigned	**39**	**36**	**108**	**101**
CASES CLEARED				
Felony Cases	18	25	60	55
Misdemeanor Cases	1	5	9	18
Non Criminal Cases	11	13	32	41
Total Cases Cleared	**30**	**43**	**101**	**114**

NARRATIVE SUMMARY:
Cases assigned and investigated by the Investigations Division this month included: One(1) theft of a motor vehicle - recovered, one(1) forgery, one(1) missing adult - located, one(1) aggravated assault, one(1) theft of a firearm - unfounded and located, three(3) commercial burglaries, three(3) attempted commercial burglaries, four(4) burglary to motor vehicles, four(4) attempted burglary to motor vehicles, four(4) identity thefts, four(4) missing juveniles - three have been located and one 17 year old remains missing and is believed to be in Chicago and four(4) sex crime investigations.

During this month, the School Resource Officer assigned to both the Woodstock Community High School and the Woodstock North High School successfully investigated the following: One(1) informational report, one(1) unlawful possession of cannabis and six(6) truancy investigations.

WOODSTOCK POLICE DEPARTMENT
MARCH 2016 MONTHLY REPORT

D.A.R.E. / G.R.E.A.T. PROGRAM SUMMARY

During the month of March, the D.A.R.E. Officer has been busy transitioning from the D.A.R.E. programs in the elementary schools to the G.R.E.A.T. Program in the middle schools.

The D.A.R.E. / G.R.E.A.T Officer has begun teaching the G.R.E.A.T. lessons at Northwood Middle School and Creekside Middle School to the seventh grade classes. There are 21 individual classes throughout the district that will be receiving this curriculum. This year, St. Mary's 7th grade students will also be receiving the G.R.E.A.T. program.

Lesson #1 is an introduction and ground rules for the curriculum. Students are informed what G.R.E.A.T. stands for (Gang Resistance Education And Training). Students learn that drug abuse, gangs, crimes and violence are all related in this lesson through an interactive activity that gets them out of their seats and moving around the classroom and making choices.

Lesson #2 is facts and myths about gangs and gang lifestyles and how dangerous gang life can be.

RE: Telecommunicator Amy McKendry # C28

February 7, 2106

Sgt. Chip Amati
Woodstock Police Department
Woodstock, IL.

Dear Sgt. Amati,

On January 25, 2016, while home alone, I began experiencing pain across my back even with my shoulder blades and a pain in the muscle of my left arm. The sensation was such that I had never experienced anything similar, which caused me to call my My initial thought was to have her drive me to the emergency room, as I knew something was wrong, but didn't know what. After asking me a few questions, she said that she was coming over, but that I needed to call an ambulance immediately.

I called 911and was connected initially to the the Sheriff's Department. After determining that I needed and ambulance, I was transferred to the Woodstock Police Dispatch Center, where I spoke to Telecommunicator Amy McKendry.

She immediately took control of the call, keeping the call low key, while determining the nature of my condition. She was calm and exceptionally professional and served to keep my anxiety level low, even while dispatching the Rescue Squad to my house. At one point in the conversation, she realized that I was husband and used that to further keep the call in a less formal, more relaxed atmosphere, while continuing to act in a totally professional manner. She asked me the questions from the EMD, had me find and take an aspirin, even instructing me the preferred way to take it, and we lightheartedly even addressed placing my pet cat in a secure location.

Her actions, caring attitude and professionalism served to keep my stress level under control throughout the period where I was waiting for the arrival of the rescue squad. When she offered the option of remaining on the line with me until the arrival of the ambulance or hanging up and I asked if she would mind remaining on the line, her tone was supportive and calming, and she remained on the line until the paramedics and my daughter arrived.

It was later determined that I was having a heart attack at the time of my call. I was transported to NIMC and received life saving care upon arrival there.

I am truly fortunate to have had my 911 call answered by someone who is as much of a dedicated professional as Amy. Her handling of the call was excellent throughout, was truly appropriate for the situation and helped me to remain calm during the response time of the ambulance.

I am alive today due to the outstanding treatment I received from all those I encountered that night and I believe that Amy's handling of the initial call was a key component of that successful outcome.

I do not know what the award policy is for your department, but I strongly believe that Amy should be commended for her excellent work that night. She is truly an asset to your agency and I am fortunate to have had her answer my call for help.

If you need any other information from my regarding this letter, please do not hesitate to contact me.

Sincerely,

cc: Chief Lowen
Dep. Chief Lieb
Mayor Brian Sager

RE: Detective George Kopulos Badge # 64

Dear Detective Kopulos & Woodstock Police Department,

I wanted to thank you all for letting me tag along with you guys! the second I walked through the front door I felt welcomed & at home. You all made a huge impact on my life! Mr. Kopulos you were an amazing Job Shadowing host, you gave me awesome tips on how to start building my path to my future! For me the most important thing I learned was that doing this job makes you a tuffer person, death & life is really put into perspective & it truly takes a strong person to do it as a living. I appreciate everything you all do for us, you guys sacrifice so much to keep us safe & I never realized that until I met you all. I hope I will be able to Job Shadow you guys again, I had a blast. I can not thank you enough for giving me an experience that not everyone gets have! If there are an volunteer work that I could do with you guys I would love to volunteer.

Sincerely,

Laelani Dominguez

AAIM

Alliance Against Intoxicated Motorists

Woodfield Grove, Suite 131 | 870 East Higgins Road | Schaumburg, Illinois 60173

Phone (847) 240-0027
Fax (847) 240-0028

Toll Free (888) 240-0027
www.aaim1.org

March 23, 2016

Dear Chief Lowden,

In spite of our state's tough drunk driving laws, Illinois ranks 4th in the nation in repeat drunk driving offenders. The Illinois Department of Transportation awarded a grant to AAIM in 2007 to help determine the cause of this high recidivism. We have since developed a Court Watch program in several Northern Illinois courthouses to observe and report the results of DUI prosecutions.

We have been in the McHenry County Courthouse for a number of years. When we first began our observations, it soon became clear to us that the Police and Sheriff's Departments were doing an excellent job of arresting drunk drivers. The problem was that when repeat offenders came to court, their charges were too often nolle prossed or pled down to reckless driving, improper lane use or some other minor offence. These drivers typically got greatly reduced sentences. In effect, they could go back out on the roads and repeat their previous behavior, putting every McHenry County resident at risk.

In 2013 we sent letters to the Mayors or Village Presidents of all McHenry towns asking them to review their policy on repeat DUI offenders and to take a firmer stand on prosecuting these offenders. Many towns responded to our request and their conviction rates went up significantly. We have recently reviewed the conviction rates in McHenry County to see if the towns were maintaining their stand on drunk driving prosecutions and we were pleased to see that your town is doing an excellent job.

In the last three months, your towns village attorneys have found 21 DUI defendants with guilty verdicts and 5 other DUI charges were reduced to a lesser offense. AAIM has written a letter to your Mayor or Village President informing them of this conviction rate and thanking them and your village attorneys for continuing to prosecute repeat offenders to the full extent of the law. We realize that in order to achieve a high conviction rate they need solid arrests and effective Police testimony when the cases come to trial and we want to thank your department for your conscientious efforts to keep drunk drivers off of our roads and bring them to justice.

We want to assure you that we appreciate your efforts and we intend to do all we can to insure that the court system addresses this issue with the same diligence. By all of us working together, we can maintain your excellent conviction rate for drunk drivers and continue to keep the roads safe for all McHenry County residents.

Cathy Stanley

Cathy Stanley

Court Watch Director
Alliance Against Intoxicated Motorists

•••AAIM TO SAVE LIVES
DON'T DRINK AND DRIVE•••

MINUTES
HISTORIC PRESERVATION COMMISSION
February 22, 2016
City Council Chambers

I. CALL TO ORDER:

The meeting of the Historic Preservation Commission of the City of Woodstock was called to order by Chairman Kyle McCoy at 7:00 p.m. on Monday, February 22, 2016 in the Council Chambers at City Hall.

A Roll Call was taken.

HISTORIC PRESERVATION COMMISION MEMBERS PRESENT: Marti Dejon, Rodney Paglialong, Erica Wilson and Chairman Kyle McCoy.

HISTORIC PRESERVATION COMMISION MEMBERS ABSENT: Jerry Furlano.

STAFF PRESENT: Liaison City Planner Nancy Baker and Chief Deputy Clerk Jane Howie.

OTHERS PRESENT: David Florent, 1105 Moraine Drive, Woodstock.

K. McCoy mentioned that he will be going through the Open Meetings Act and taking the test in the next week or so.

II. INTRODUCTIONS AND ANNOUNCEMENTS:

III. APPROVAL OF MINUTES

Motion by R. Paglialong, second by E. Wilson, to approve the Minutes from the January 25, 2016 meeting with the changes below. Ayes: Marti Dejon, Rodney Paglialong, Erica Wilson and Chairman Kyle McCoy. Nays: None. Absentees: Jerry Furlano. Abstentions: None. Motion passed.

NOTE: to Minutes from last month's meetings:
Page 3, 3rd paragraph. E. Wilson voiced her concern that the Minutes from the January 25, 2016 meeting had a tone that the house at 315 W. Judd Street is unrepairable, partly because the foundation is deteriorated, which is incorrect. Actually, it appears that one corner of the foundation is in bad shape. But, the entire foundation is not deteriorated. N. Baker added that while it is true that one can see daylight in several spots since the sill plate is rotted; a structural engineer has not inspected / evaluated the building. K. McCoy reiterated that these items were observed, but the foundation was not evaluated. R. Paglialong said that during last month's conversation it was clear that a structural evaluation had not been completed.

E. Wilson added that, while many of these items may look horrible, a lot of them are cosmetic and not beyond repair. Also, exchange the word 'stuff' with dirt & debris with regard to what needs to be cleaned out of the house prior to any renovation getting started. Also, a correction is needed on Page 2, 1st paragraph, 4th line, add "the", "No one has tried to get the title to it."

IV. PUBLIC COMMENT: None

V. GENERAL BUSINESS

A. 140 Cass Street – Approval to remove awning on the front of the former Elks Lodge. David Florent, 1105 Moraine Drive, Woodstock, is in attendance. The packet includes photos from the Elks building at 140 Cass Street. David owns the building, along with Mark Bezik, and Paul Roder. K. McCoy noticed that there's some historical information about this building. David said when they purchased the building they had hoped to bring another banquet facility to Woodstock. They gutted the building took down the dropped ceilings, removed asbestos; similar to what was done at The Starline Factory in Harvard. They'd like to bring the building back to its original appearance. They still need to have someone saw-cut the windows that are bricked over. They recently cleaned all the interior brick, back to its original condition and removed the smoke damage. The building is a shell right now.

Being investors, the owners don't want to do a build-out; they're not in it to just flip it. These partners have completed many remodels; DC Cobbs, Benton & Street Tap, just to name a few. David is a Realtor. This group purchased this building about two years ago. They started with the interior of the facility. They still want to remove the white exterior paint and remove the brick awning because it has some issues. The plan is to cut back the awning and patch the wall so that it matches. It's believed that this would be a quick fix and would resolve the safety issue, which is one more step to their final goal. The owners want to completely restore the outside of the building. David showed Commission members where the bricked-over windows are located. K. McCoy stated the awning looks dangerous. David believes the Elks built the awning in the 1970s. N. Baker thought it was built in the 1950s. K. McCoy said the awning almost appears that it was built as a balcony. David said they hope to patch the area back to its original condition.

The owners have saved as much of the original brick as possible for patching. R. Paglialong asked if they would still be able to use the original brick for all patching. Does the original match up with what's remaining intact? David answered, yes, that's correct. E. Wilson reiterated that David wants to remove the brick awning along with the steel structure. David will return to the Commission again for further requests regarding removing brick from windows. E. Wilson asked if a Certificate is necessary to remove the paint. It appears that the brick is face brick, so they don't want to sandblast and ruin the brick. David said they've done some test patches to be certain that the brick isn't damaged. R. Paglialong asked about lead laws, renovating on commercial properties; that could be a red flag. He suggested that David's group check on current laws. Returning the building to its original façade is preferred.

This would be a positive impact on the Square, the historic district, and for Woodstock. R. Paglialong suggested that the Commission approves the Certificate of Appropriateness allowing for the removal of the awning on the front of the former Elks Lodge building located at 140 Cass Street. Motion was made by M. Dejon, second by R. Paglialong. Ayes: Marti Dejon, Rodney Paglialong, Erica Wilson and Chairman Kyle McCoy. Nays: None. Absentees: Jerry Furlano. Abstentions: None. Motion passed.

B. 315 W. Judd – Discussion re: finding new owner to rehab property

K. McCoy said after last month he located 5 contractors that may be interested in purchasing and renovating the house at 315 W. Judd Street. They all had interest in this project. Two of the 5 were very eager; they were familiar with the home. At the price point of $1.00, many are interested in this type of investment. M. Dejon asked if the City has acquired the deed to the property yet. N. Baker said the judge set a 30 day clock for anyone to come forward that may have interest in the home. Once the City has the title, sometime mid-March, the 3 months shouldn't be a problem. We'll have to see how quickly information can get out to the public to see if there's interest. R. Paglialong asked if the Commission can get the ball rolling now; perhaps a pre-Request for Proposal, of sorts. N. Baker said a-site visit can't be done until the Judge says so. N. Baker can send out a Dropbox link to the photos to anyone interested. R. Paglialong talked about creating a buzz on the street to raise awareness. M. Dejon said she spoke to someone who is interested in taking on this project. E. Wilson also knows someone that is interested in the renovation. R. Paglialong knows that one of the neighbors wants to purchase the home to demolish it and build a garage on the lot. N. Baker asked the Commission to give her names of interested persons, that way she can create a contact list. K. McCoy said some of the folks may not be qualified to take on such a project. M. Dejon said she understands N. Baker's point, that at this point the Commission should just get the word out there.

C. 101 N. Johnson St. – PowerPoint presentation and discussion regarding Old Courthouse windows and courtroom ceiling

N. Baker shared a PowerPoint presentation with the Commission regarding Old Courthouse windows and courtroom ceiling. The purpose for the presentation is mainly to receive input from Commission members at this time. There are three different areas, primarily windows, but also a door and the courtroom ceiling. Gary W. Anderson architects will prepare bid plans and specifications which will be similar to what was prepared for the Sheriff's House and Jail. It is the hope that the windows can be restored / replaced to look like the originals.

The majority of the original sash is gone; much of the sash needs to be replaced. Much of the window frames are partially rotted, some glass is broken and taped in many places. K. McCoy commented that many of the windows appear to be barely held together. R. Paglialong asked when this work could begin. N. Baker said they are hoping for this to begin in FY16/17. The City's Building & Zoning Department included $450,000 in their budget request; however, this will likely be reduced. It appears that the east side of the building is the primary façade. They are hoping those windows could go back to original appearance. N. Baker said if the windows are restored back to 1905 appearance, they'd have to be replaced.

M. Dejon asked if there could be a standardized window, or would all the windows look slightly different because of the condition. N. Baker said they believe that all the windows never matched. K. McCoy said if they made all the windows the same style it wouldn't be accurate to the historic nature of the building. M. Dejon asked about the phases of the project and what will they begin with. N. Baker said it will have to be a combination of things concerning safety issues first and tenant coordination. They have to determine what pieces can be re-used, and then prepare those items for construction. R. Paglialong said although it may not be historically original, it will be nice to see it look more uniform. K. McCoy feels conflicted; he likes the windows to match for aesthetic appeal, but he'd also want it to be historically correct. M. Dejon asked if it's possible to get all the windows to match if money wasn't an object. N. Baker said

new sashes would have to be custom made to match exactly. Individual panes of glass are made too perfect these days and many of the other parts of the window and structure aren't made the same way they used to be, so it would be difficult to get it historically perfect. R. Paglialong said he knows people that do restoration & they manufacture windows by salvaging what they can.

E. Wilson asked if the City can select the items that could be restored, such as, if there's an 1850's window that is in decent shape, could someone try to restore it instead of having that one replaced. E. Wilson said the windows don't need to be uniform throughout because they never were. Perhaps they could have all the windows on the front match, for appearances. R. Paglialong asked if Gary Anderson is going to assess every window, every sash, every rail, etc. It's possible that some windows might become parts for other windows. She'd like to see pieces salvaged; it's a priority to preserve as many items as possible. Perhaps start by taking an inventory of what's available. It's not yet known how much money will be allocated to this project. We'll have to go point-by-point and prioritize the list before spending any money. The project will have a fixed amount of money. N. Baker said, typically, when there's a project that everyone agrees on and the right approach is in place, there's a better chance of getting approval from City Council. Other than the windows, there are also other critical building issues. R. Paglialong said the Commission is looking forward to reviewing Gary Anderson's report and finding out his approach.

N. Baker pointed out some issues with the building's external doors on the west side. Repairs and/or replacement will be necessary.

N. Baker's PowerPoint presentation also included some photos of the Old Courtroom's ceiling, which had been a plaster ceiling. A lot of water has poured through the ceiling, especially on the east side. N. Baker said the green section is canvas that was painted green. The ceiling has pulled away from the joists. Anthony Rubano, from IHPA, said they could let the ceiling continue to sag and bolt it to the joists above. E. Wilson asked if this sort of repair would show up somewhere. N. Baker they would use a heavy-duty system. R.Paglialong asked if possibly workers had stepped between the joists and caused the ceiling to fail. N. Baker said there had been several tons of bird waste up there, which has been removed, but that may have caused part of the problem.

R. Paglialong asked if the ceiling could temporarily be fastened so that some community groups could get some use out of the space. Perhaps someone could restore the building and get back to the rounded cornices. N. Baker said at this time the City won't let anyone use the space as it's unsafe. These are things to start thinking about though. Should the ceiling finish go back to a wood ceiling, or plaster? R. Paglialong said if the City thinks about restoring the ceiling, he'd like to see it go back to plaster. E. Wilson asked if there's any way of knowing when the changes occurred. N. Baker hasn't been able to find info on ceiling changes.

The Commission members thanked N. Baker for all her work on this project.

VI. STAFF UPDATES: None.

VII. DISCUSSION OF FUTURE AGENDA ITEMS: None.

VIII. ADJOURNMENT:

Motion made by R. Paglialong , second by E. Wilson, to adjourn this meeting of the Historic Preservation Commission to the next meeting at 7:00 p.m. on March 28, 2016. Ayes: Marti Dejon, Rodney Paglialong, Erica Wilson and Chairman Kyle McCoy. Nays: None. Absentees: Jerry Furlano. Abstentions: None. Motion carried. Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Jane Howie
Chief Deputy Clerk

City of
WOODSTOCK

Office of the Mayor
Dr. Brian Sager, Mayor
121 W. Calhoun Street
Woodstock, Illinois 60098

815.338.4302
815.334.2269
mayor@woodstockil.gov
www.woodstockil.gov

TO: Honorable Mayor and City Council
Roscoe Stelford, City Manager

FROM: Jane Howie, Executive Assistant

DATE: April 26th, 2016

RE: Request for Class B-3 Liquor License for Shop Fresh Market, Inc.
330 Eastwood Drive, Woodstock

Council will recall that a waiver of the current moratorium on receipt of a liquor license application for a Class B-3 license, commonly known as a major retail/grocery stores license, for Shop Fresh Market located at 330 Eastwood Drive, Woodstock, was agreed by unanimous consent of Council due to the fact a B-3 license for the premises of question remains open. As a result, Mayor Sager met with owners of Shop Fresh Market, Inc., Ms. Julia Muell, Mr. Eugene Casciaro, and Mr. Jerry Casciaro, on April 25th, 2016 to consider a Class B-3 license for their new store. A Class B-3 Liquor License permits the retail sale of alcoholic liquor by package only, but not for consumption or use on the licensed premises, where no more than ten percent (10%) of the public sales area is devoted to alcoholic liquor.

Attached for your review is a copy of the liquor license application for Shop Fresh Market, as well as a copy of the April 26th meeting minutes. As you will note, following the meeting, the Mayor recommended Council's approval of a Class B-3 Liquor License contingent upon verification of receipt of all required documentation and appropriate fingerprinting.

If Council is supportive of this request, approval is recommended for issuance of a B-3 Liquor License to Shop Fresh Market, 330 Eastwood Drive, Woodstock, contingent upon identified conditions.

Reviewed and Approved by:
Roscoe C. Stelford III
City Manager

MINUTES
CITY OF WOODSTOCK
LIQUOR COMMISSIONER
April 26, 2016

On Tuesday, April 26, 2016 at 10:00 AM at Woodstock City Hall, Mayor Brian Sager, Liquor Commissioner, held a meeting to consider the liquor license application of Shop Fresh Market, Inc. located at 330 Eastwood Drive, Woodstock.

Present were Mayor Sager and Executive Assistant Jane Howie of the City of Woodstock, and Julia Muell, Addison, IL; Jerry Casciaro, McHenry, IL; and Eugene Casciaro, McHenry, IL, representing Shop Fresh Market.

Mayor Sager stated the purpose of the meeting was to consider the application for a Class B-3 (Major retail / grocery stores) liquor license for Shop Fresh Market. He noted that a Class B-3 liquor license permits the retail sale of alcoholic liquor by package only, but not for consumption or use on the licensed premises, where no more than ten percent (10%) of the public sales area is devoted to alcoholic liquor.

Noting the meeting was part of a specific process, Mayor Sager explained the license-approval process and noted the Mayor serves as the Liquor Commissioner and makes a recommendation to the City Council which has the ultimate authority to create and extend a liquor license. He stated this item will appear on the City Council Agenda for the May 3, 2016 meeting.

He further noted that a waiver of the current moratorium on receipt of a liquor license application for a Class B-3 license for Shop Fresh Market located at 330 Eastwood Drive, Woodstock, was agreed by unanimous consent of Council due to the fact a B-3 license for the premises of question remains open.

In response to questioning from Mayor Sager, Julia Muell, Jerry Casciaro, and Eugene Casciaro affirmed it is their desire to apply for a Class B-3 liquor license. Mayor Sager explained to the applicants that this classification allows for the retail sale of alcoholic liquor by package only, but not for consumption or use on the licensed premises, where no more than ten percent (10%) of the public sales area is devoted to alcoholic liquor at 330 Eastwood Drive, Woodstock, IL.

In response to further questioning from Mayor Sager, Julia Muell, Jerry Casciaro, and Eugene Casciaro agreed the following documents are required for submission:

- The application for a Class B-3 license for a business known as Shop Fresh Market at 330 Eastwood Drive, Woodstock, IL.
- An Executed Lease Agreement or Purchase Agreement for the building at 330 Eastwood Drive.
- First license fee payment of $750, or full payment of $1,500.
- Diagram of the interior of the facility.

- A Certificate of Insurance for liquor liability insurance.
- Articles of Incorporation.

Mayor Sager confirmed an executed lease agreement by the applicants for purposes of conducting a major retail/grocery store business identified as Shop Fresh Market at 330 Eastwood Drive, Woodstock, Illinois.

Mayor Sager also confirmed officers of the corporation as indicated in the submitted Articles of Incorporation. He also confirmed, as per the application, that Mr. Claudio Zarate, Store Manager, will be the 'in case of emergency contact' and is a resident of the City of Woodstock.

A brief discussion ensued concerning the Certificate of Insurance required before license issuance and renewal. The Mayor specifically identified that the issued Certificate of Insurance must coincide with the municipal license year, May 1 through April 30. He further clarified the responsibility of the business to secure a State Liquor License following local Liquor License issuance and associated timing.

Mayor Sager viewed the diagram of the premises.

Mayor Sager then explained the fingerprinting procedure, noting it must be completed prior to issuance of the municipal liquor license.

Mayor Sager noted there are requirements for holding a liquor license within the City of Woodstock and that a licensee is required to abide by all of these requirements. These include, but are not limited to:

- No one under the age of 21 may purchase alcohol. The City of Woodstock takes underage drinking very seriously and is very strict in the enforcement of this requirement. Mayor Sager outlined the penalties for violation of the prohibition of underage service
- Specific opening and closing hours. These hours were identified by Mayor Sager. The applicant was also informed that these hours and the entire liquor code are available on the website.
- As a condition of renewal, a representative of the business is required to attend an annual mandatory educational seminar at renewal time. Other conditions of renewal, including documentation and insurance, were discussed.
- All licenses are effective from May 1 through April 30 of the following year, regardless of date of issuance.
- Mayor Sager further noted it is the petitioner's responsibility to know and abide by all state and local liquor regulations. He again stated that the applicant should read and become familiar with the City's Liquor Code which is available on the City's website.

Mayor Sager reviewed with the applicant the process which would occur should the licensee violate any section of the liquor code, including the penalties that could be

assessed. Julia Muell, Jerry Casciaro, and Eugene Casciaro were provided with a list of major violations and associated penalties.

Mayor Sager also explained that this license is for the sale of alcohol only; this does not include consumption. Julia Muell, Jerry Casciaro, and Eugene Casciaro were informed if they wish to have a wine tasting event they will need to apply for a Special Event License which can be obtained from the Office of the Mayor.

After careful review of the submitted documents, Mayor Sager recommended the City Council extend a Class B-3 liquor license to Julia Muell, Joanne Casciaro, Jerry Casciaro, and Eugene Casciaro for Shop Fresh Market, Inc., Woodstock, IL, at the May 3rd, 2016 City Council meeting, contingent upon verification of receipt of all required documentation, appropriate fingerprinting and payment in full of the annual license fee or one half the fee with the remainder paid by November 1, 2016.

Meeting concluded at 11:05 AM

Respectfully submitted,

Jane Howie
Executive Assistant

CORPORATE FORM
APPLICATION FOR LIQUOR LICENSE
Under CITY OF WOODSTOCK LIQUOR CONTROL ORDINANCE
TO BE FILED WITH THE LIQUOR COMMISSIONER OF THE CITY OF WOODSTOCK

IMPORTANT: This application must be filed with the Liquor Control Commissioner of the City of Woodstock, Illinois. Upon approval, the applicant must submit remittance of fee in proper amount, which must be in the form of certified check or cashier's check or postal money order payable to the City of Woodstock.

OFFICE USE ONLY
License Classification: B3 Fee: $____ License No. ____ Date issued: ____
Fee Received: $____ Date Effective: ____ to ____
(Certified Check Cashier's Check Money Order Bond: Insurance: Checked

1. Corporate Name of Business: Shop Fresh Market Inc
2. Email Address: www.shopfreshmarkets.com
3. A: Location of place of business for which application is made: 330 N. Eastwood dr Woodstock IL 60098
   B: Is location properly zoned for this business? Yes
4. A: Date which Charter was issued: ____
   B: Date of filing assumed name with County clerk (if applicable): ____
   C: Attach to this application a legal description and diagram of the premises depicting the location of any service bars and the location of any service bars and the location of one designated dancing area.
5. Objects of Corporation, as set forth in Charter: ____
6. State kind of business: Grocery Store
7. Date on which business was begun or will begin at this location: ____
8. State true value (in dollars) of goods, wares, merchandise on hand, as of the date of this application. $ 0
9. Does applicant own premises for which this license is sought? No, Lease.
   If not: A: Name and address of lessor: Shop Fresh Market Inc 330 N. Eastwood dr Woodstock
   B: Period covered by lease: From May 1st 2016 to May 1st 2028
   C: If applicable, a copy of the lease must accompany this application.
10. A: Is the location of applicant's business for which license is sought within 100 feet of any church, school (other than institution of higher learning), hospital, home for the aged or indigent persons or for veterans, their wives or children, any naval or military station or post? No
    B: If the answer to 9(A) is YES, is the applicant's place of business a hotel offering restaurant service, a regularly organized club, a food shop, or other place where the sale of liquor is not the principal business? ____
    C: If the answer to 9(B) is YES, how long has the place of business been operating? ____
    D: If the answer to 9(B) is YES, are the majority of customers minors of school age or does the principal business transacted consist of school books, school supplies, food, lunches or drinks for minors? ____
11. Is, or will be, the applicant's place of business located within 100 feet of any undertaking establishment or mortuary? NO
12. Does applicant seek a license to sell alcoholic liquor upon the premises as a restaurant? NO If so, are premises: A) Maintained and held out to the public as a place where meals are actually and regularly served? ____ B) Provided with adequate and sanitary kitchen and dining room and capacity with sufficient employees to prepare, cook and serve suitable food? ____
13. Has any manufacturer, importing distributor, or distributor directly or indirectly paid or agreed to pay for this license, advance money or anything else of value, or any credit (other than merchandizing credit in the ordinary course of business for a period not to exceed ninety days), or is such a person directly or indirectly interested in the ownership, conduct or operation of the place of business? NO If answer is YES, give particulars: ____
14. For each officer and director, please state the following (attach additional page if insufficient space):
    Name: Julia MOELL Title: owner
    Social security number: [redacted] Birth Date: [redacted]
    Address: [redacted] Phone: [redacted]
    Name: ____ Title: ____
    Social security number: ____ Birth Date: ____
    Address: ____ Phone: ____
    Name: ____ Title: ____
    Social security number: ____ Birth Date: ____
    Address: ____ Phone: ____
    Name: ____ Title: ____
    Social security number: ____ Birth Date: ____
    Address: ____ Phone: ____
15. Has any principal officer of this corporation ever been convicted under Federal or State Liquor Laws, permitted a bond forfeiture under them, or been convicted of a crime under the Illinois Criminal Code? Answer YES or (NO)
    If so, please state offense and provide specifics: ____
16. Are any principal officers residents of the City of Woodstock wherein above described place of business is located? no
17. Are you, or any other person, directly interested in your place of business, a law enforcing or elected public official? NO
    If so, who, and what office is held? ____

18. Has any license previously issued to applicant by state, federal or local authorities been revoked? NO

If so, please provide specific details: _____

19. Has application been made for retail license for any premises other than those described above? NO

If so, what is the status of this application/license? _____

20. If a majority in interest of the stock of the corporation is owned by one person or his nominees, give the following information:

Name: Julia Muell Birth Date: [redacted]

Address: [redacted] Social Security Number: [redacted]

21. Does any officer, manager or director of the applicant corporation, or any stockholder or stockholders own in the aggregate more than five percent (5%) of its stock? Yes If so, each such person must answer the following questions: (attach separate sheet, if more than two persons).

A: Name: Julia Muell Birth Date: [redacted]

Social security number: [redacted] Business Phone: [redacted]

Address: [redacted] Home Phone: [redacted]

B: Has such person ever been convicted under Federal or State Liquor Laws, permitted a bond forfeiture under them, or been convicted of a crime under the Illinois Criminal Code? Answer YES or NO.

If so, please state offense and provide specifics: _____

C: Has such person made application for retail license to any other premises other than those described above? Yes

If so, what was disposition of application? Current License for Val's Fresh Market

D: Does such person hold stamp in the United States for gambling? NO

A: Name: _____ Birth Date: _____

Social security number: _____ Business Phone: _____

Address: _____ Home Phone: _____

B: Has such person ever been convicted under Federal or State Liquor Laws, permitted a bond forfeiture under them, or been convicted of a crime under the Illinois Criminal Code? Answer YES or NO.

If so, please state offense and provide specifics: _____

C: Has such person made application for retail license to any other premises other than those described above? _____

If so, what was disposition of application? _____

D: Does such person hold stamp in the United States for gambling? _____

22. Is or will this business be conducted by a Manager or Agent? Yes If YES, please provide Manager /Agent information:

A: Name: Jennifer Meyers Birth Date: [redacted]

Social security number: [redacted] Business Phone: [redacted]

Address: [redacted] Home Phone [redacted]

B: Are you a citizen of the United States? Yes Place of Birth: [redacted]

If a naturalized citizen, when and where naturalized? _____

Court in which (or law under which) naturalized? _____

C: Has such person ever been convicted under Federal or State Liquor Laws, permitted a bond forfeiture under them, or been convicted of a crime under the Illinois Criminal Code? Answer YES or NO.

If so, please state offense and provide specifics: _____

D: How long have you been a resident of Woodstock wherein the above business is located? 14 yrs

E: Do you hold a stamp from the United States for gambling? No

AFFIDAVIT

STATE OF ILLINOIS)
) SS.
COUNTY OF McHENRY)

I/We swear that I/we will not violate any ordinance, rule or resolution of the City of Woodstock, any laws of the State of Illinois or of the United States of America in the conduct of the place of business described herein and that the statements contained in this Application are true and correct to the best of my/our knowledge and belief.

Julia Muell
Signature of President

_____
Signature of Secretary

_____
Signature of Manager or Agent

Subscribed and Sworn to before me this

_____ day of _____, _____

_____
Notary Public

City of
WOODSTOCK
Department of Building & Zoning
121 W. Calhoun Street
Woodstock, Illinois 60098

phone 815.338.4305
fax 815.334.2267
nbaker@woodstockil.gov
www.woodstockil.gov

MEMORANDUM

DATE: April 21, 2016

TO: Roscoe Stelford, City Manager

FROM: Nancy Baker, City Planner

ZONING VARATION AT 312 DEAN STREET

Steve Zehner and Erik Zehner, owners of the property at 312 Dean Street are seeking approval of a variation of Section 7A.3.E, (Bulk and Area Requirements) of the Woodstock Unified Development Ordinance which will allow construction of a 16' by 5'10" second story deck within seven feet of the rear lot line. The purpose of the variation is to allow construction of safer stairs and to allow a deck of reasonable size for use by the tenant.

The Zoning Board of Appeals conducted a public hearing on the proposed variation on April 11, 2016. Petitioner Steve Zehner testified that the existing second story deck and stair configuration is not safe. The new deck will include the relocation of a door. It was noted that the house does not conform to the 30 ft. zoning setback, so there are no alternatives which will make the deck conforming and that the variation would not be required for a one story deck.

There were three people in the audience who testified in favor or did not oppose the variation.

After the conclusion of the hearing and the completion of a findings of fact, a motion to recommend approval of the zoning variation passed (*vote of 6 yes; 0 no; 1 absent).*

The applicant's petition and exhibits, along with a copy of the Building & Zoning Department Report prepared for this request are attached. A copy of the minutes including the findings of fact from the Zoning Board of Appeals meeting is also attached.

Based on the action of the Zoning Board of Appeals, as well as the evidence furnished at the hearing, it is recommended that the City Council adopt Document Number __2_____, consisting of an Ordinance varying Section 7A.3.E, (Bulk and Area Requirements) of the Woodstock Unified Development Ordinance, to allow the construction of a 16' by 5'10" second story deck within seven feet of the rear lot line.

Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

WOODSTOCK ZONING BOARD OF APPEALS
COMMUNITY DEVELOPMENT REPORT: ZBA-04-01-16
April 11, 2016

PROJECT NAME: 312 Dean Street, Variation of rear yard setback for a deck

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GENERAL BACKGROUND INFORMATION

Owner: **Erik Zehner and Steven Zehner**
1410 Moraine Drive
Woodstock, IL 60098

REQUEST: This appeal is requested from provisions of the Woodstock Unified Development Ordinance, Section 7A.3, Bulk and Area Standards to allow the construction of a deck within seven feet of a rear lot line.

EXISTING ZONING AND LAND USE OF SUBJECT PARCEL: The property in question is zoned R4 (multiple family residential) and is improved with a 2-unit house.

ADJACENT ZONING AND LAND USE: The property is surrounded by R4 multiple family residential zoning and by single and multiple family residential land uses.

ANALYSIS: The petitioner proposes to replace the existing rear stairs with a new deck and stairs. The deck will be seven feet from the rear lot line at its closest point. The Unified Development Ordinance requires a two story deck to meet the same setback as the principal structure (30 feet). A one story deck can be located within 5 feet of a side lot line. The UDO allows stairs within 3 feet of a rear lot line and does not distinguish between one and two story structures.

UNIFIED DEVELOPMENT ORDINANCE GUIDANCE: Section 4.5.7 states that zoning variations may be approved after a finding that the following approval criteria have been addressed.

A. The extent to which particular physical surroundings, shape, or topography of the subject property results in practical difficulty or hardship upon the owner, as distinguished from a mere inconvenience if the strict letter of the zoning regulations are carried out.

B. The extent that the alleged difficulty or hardship is caused by the application of these zoning regulations and has not been created by any person having an interest in the property.

C. The extent to which conditions upon which the zoning variation request is based are unique to the subject property <u>and</u> would not be applicable to other property within the same zoning classification.

D. Whether the variation is based exclusively on a desire to increase the value of the property, the monetary gain to be realized from the property, or the ability to alleviate financial

difficulty experienced by the petitioner when attempting to comply with the City's zoning regulations.

E. The detrimental impact, if any, to the public welfare, to other property, or to improvements in the immediate neighborhood which may result if the zoning variation is granted.

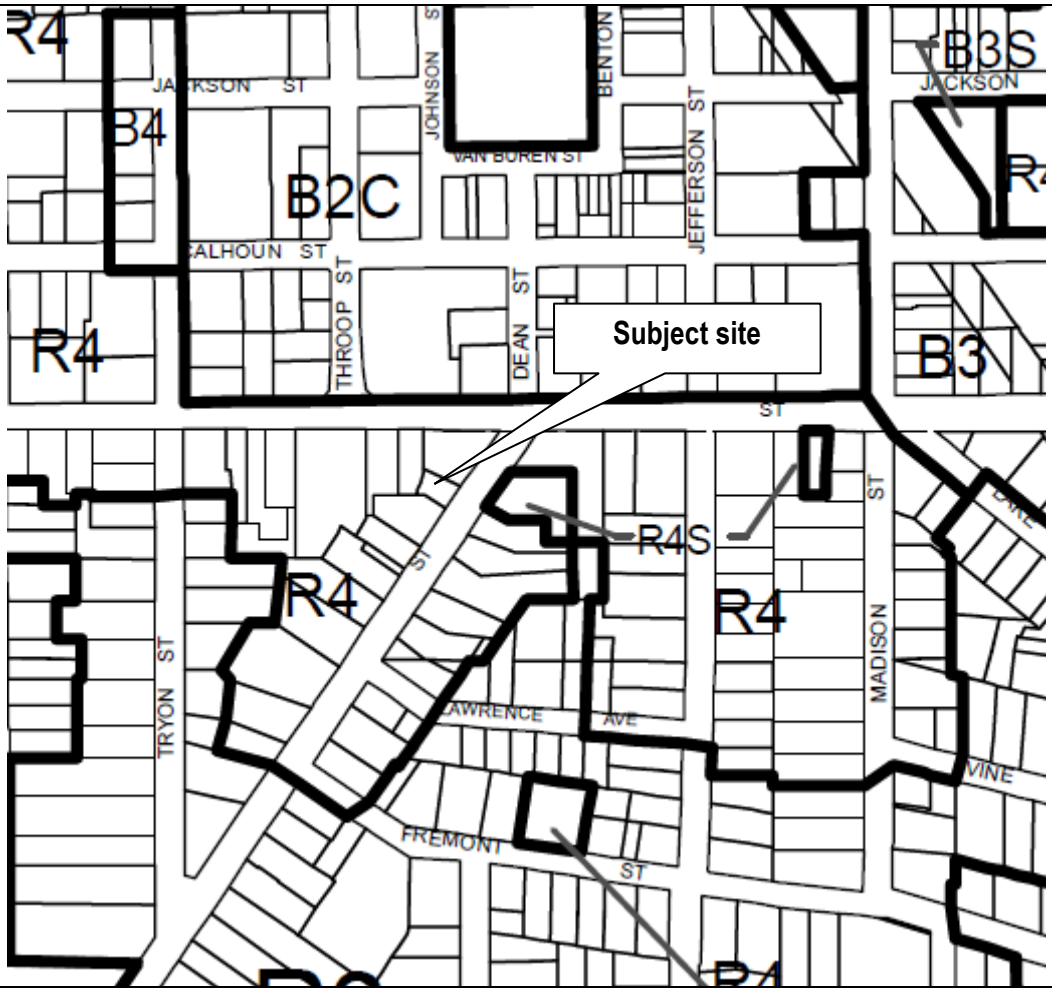
F. Whether or not the proposed zoning variation will impair the adequate supply of light and air to adjacent property, or substantially increase congestion in public streets, or endanger the public safety, or substantially diminish or impair property values in the neighborhood; and

G. That the zoning variation will not confer on the applicant any special privilege that is denied by these regulations to other lands, structures or buildings of the same zoning classification.

RECOMMENDATION: If the Zoning Board of Appeals agrees that the above criteria are met, a motion should be made recommending a variation of UDO Section 7A.3, Bulk and Area Standards is varied to allow the construction of second story deck within seven feet of a rear lot line.

312 DEAN STREET

ZONING AND LOCATION MAP



2011 AERIAL MAP

CITY OF WOODSTOCK

APPLICATION FOR A VARIANCE

To the Zoning Board of Appeals:

1. Common Address of the Property *312 Dean Street*

2. Statement of Ownership (list legal name, address of the property owners and state how long they have owned the property.)

   Erik Zehner and Steven Zehner have owned the property since 1994. The property is held in trust. Correspondence should be mailed to 1410 Moraine Drive Woodstock.

3. Applicant (list name of the applicant if different from the owner and state the interest of the applicant in the property. Also state when his or her interest was acquired.)

   Same

4. State the legal description of the property or attach a legible copy.

   Attached is a legal survey of the property.

5. State the specific variation (s) requested including Unified Development Ordinance section numbers. Include the ordinance requirement and the proposed request.

   Variation of Section 7A.3, Bulk and Area Standards to allow construction of a 16' by 5'-10" second story deck within 7" of the rear lot line resulting in an increase in lot coverage from 27% to 29%.

   The variation will allow for the construction of a safer stairs and allow a deck of reasonable size for use by tenant.

6. State in detail the reasons for the requested variation by answering the following questions. If additional space is needed, attach extra pages to the application.

What features of the property prevent it from being used for the uses permitted by the zoning classification? Check all that apply and explain why they apply. Give dimensions where appropriate.

☐ Too narrow

X Too small

X Too shallow

☐ Soil

☐ Other

☐ Elevation

☐ Slope

☐ Shape

☐ Subsurface

How do the above conditions prevent reasonable use of the property under the terms of the Woodstock Unified Development Ordinance?

The deck is needed to allow a safer ingress and egress from the unit. It will also allow the tenant the opportunity to enjoy the out of doors.

Was the hardship created by anyone who had an interest (ownership) in the property after the Zoning Ordinance was enacted ; is the hardship self-imposed?

The hardship was not created by any present owner. This property existed like this for many years, most likely prior to the zoning ordinance.

Are the conditions for which you request a variance unique to your property?

Yes; most older residences have much deeper rear yards.

Are the conditions of the property the result of other man-made conditions (such as the relocation of a road?)

No

Is the requested variation the minimum variation that will make possible the reasonable use of the land, buildings, or structure.

Yes; we are proposing to add a small deck along the rear of the building. The deck is nominally sized to allow a small area for tenant use and allow a safe set of stairs.

GENERAL NOTES

ALL WORK SHALL BE PERFORMED IN STRICT ACCORDANCE TO ALL APPLICABLE LOCAL AND NATIONAL CODES.

2009 INTERNATIONAL RESIDENTIAL CODE FOR 1 & 2 FAMILY DWELLINGS WITH AMENDMENTS
2009 INTERNATIONAL BUILDING CODE WITH AMENDMENTS
2009 INTERNATIONAL MECHANICAL CODE WITH AMENDMENTS
2014 ILLINOIS STATE PLUMBING CODE
2008 NATIONAL ELECTRICAL CODE WITH AMENDMENTS
2009 INTERNATIONAL FIRE CODE WITH AMENDMENTS
2015 INTERNATIONAL ENERGY CONSERVATION CODE
2019 STATE OF ILLINOIS ENERGY CONSERVATION CODE

EACH CONTRACTOR SHALL REVIEW AND VERIFY THE PLANS AND FIELD CONDITIONS PRIOR TO THE START OF CONSTRUCTION. ALL DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT AND THE GENERAL CONTRACTOR. ALL DISCREPANCIES SHALL BE RESOLVED BEFORE THE START OF CONSTRUCTION.

ALL CONTRACTORS SHALL COORDINATE WITH ALL OTHER CONTRACTORS PRIOR TO AND DURING CONSTRUCTION.

DO NOT SCALE DRAWINGS.

ALL MATERIALS, EQUIPMENT, STRUCTURAL ELEMENTS, FINISHES, WINDOWS, DOORS, ETC., WHETHER PREMANUFACTURED OR SITE BUILT SHALL BE INSTALLED PER THE MANUFACTURER'S INSTRUCTIONS AND SPECIFICATIONS.

CONTRACTOR NOT TO ALLOW DEBRIS TO ACCUMULATE ON SITE DURING CONSTRUCTION. LEAVE AREA "BROOM CLEAN" DAILY. REMOVE WASTE BUILDING MATERIAL WEEKLY.

ARCHITECT NOT ENGAGED FOR SUPERVISION AND ASSUMES NO SUCH RESPONSIBILITY.

CONTRACTOR TO BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, TECHNIQUES, PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK.

OWNER / CONTRACTOR RESPONSIBLE FOR OBTAINING APPROPRIATE PERMITS, INSURANCE FOR CONSTRUCTION AND OCCUPANCY.

OWNER / GENERAL CONTRACTOR TO CHOOSE FIXTURES, APPLIANCES, FINISHES (PAINT, WALL COVERINGS, TILE, LAMINATES, CABINETRY COLORS, HARDWARE, FURN. AND ETC. UNLESS NOTED OTHERWISE. SUB - CONTRACTORS TO SUPPLY SAMPLES TO OWNER / GENERAL CONTRACTOR FOR FINAL APPROVAL PRIOR TO START OF CONSTRUCTION.

ALL SURFACES AND CONSTRUCTION TO BE ADEQUATELY BRACED AND PROTECTED.

APPROVED NUMBERS OR ADDRESSES SHALL BE PROVIDED FOR ALL NEW BUILDINGS IN SUCH A POSITION AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROAD FRONTING THE PROPERTY.

SITE WORK

CONTRACTOR TO VERIFY SITE AND EXISTING CONSTRUCTION CONDITIONS ESPECIALLY UNDERGROUND AND OVERHEAD UTILITY SERVICES.

THE FOOTINGS AND FOUNDATIONS HAVE BEEN DESIGNED TO BEAR ON UNDISTURBED SOIL OR APPROVED COMPACTED FILL WITH A MINIMUM BEARING CAPACITY OF 3000 P.S.F.

ALL FOOTINGS SHALL BE PLACED A MINIMUM OF 3'-6" BELOW THE FINISHED FINAL GRADE.

VERIFY FOOTING STEPS WITH FINAL FINISH GRADE.

PORCH AND STOOP FOOTINGS SHALL BE PLACED ON UNDISTURBED SOIL.

THE PORCH FOOTINGS ADJACENT TO THE BASEMENT FOUNDATION ON OVER EXCAVATED AREA SHALL BE INSTALLED ON EITHER COMPACTED ENGINEERED FILL OR STEPPED FOOTING SHALL BE PROVIDED.

CONCRETE WORK

ALL CONCRETE WORK SHALL CONFORM TO ACI 318 OF THE AMERICAN CONCRETE INSTITUTE FOR REINFORCED CONCRETE.

ALL CONCRETE WORK SHALL DEVELOP A COMPRESSIVE STRENGTH OF 3000 P.S.I. IN 28 DAYS.

ALL CONCRETE WORK SHALL COMPLY TO THE ACI STANDARDS FOR HOT AND COLD WEATHER CONCRETING.

METALS

ALL DETAILING, FABRICATION AND ERECTION OF STRUCTURAL STEEL SHALL CONFORM WITH THE APPROPRIATE ASTM SPECIFICATIONS AND STANDARDS AS FOLLOWS: ASTM A36, ASTM A53, ASTM A500, ASTM A307, AND ASTM.

ALL STEEL BEAMS AND COLUMNS SHALL BE SHOP PRIMED.

CARPENTRY NOTES

ALL INTERIOR PARTITIONS ARE BASED ON 3 1/2" UNLESS OTHERWISE NOTED.

ALL UNSUPPORTED FRAME WALLS 12'-0" OR TALLER SHALL BE FRAMED WITH 2x6 STUDS AT 16" ON CENTER UNLESS NOTED OTHERWISE.

PROVIDE 2 X 6 STUDS IN LIEU OF 2 X4 FOR FRAME WALLS DRILLED FOR PLUMBING PIPES.

ALL CANTILEVERS TO BE A MINIMUM 2:1 RATIO PER THE CURRENT CODE.

PROVIDE CROSS BRIDGING FOR ALL FLOOR JOISTS SPANNING 15'-0" OR GREATER. MINIMUM 8'-0" ON CENTER.

ALL LOAD BEARING HEADERS SHALL BE (2) 2x12 WITH 1/2" PLYWOOD SPACER UNLESS OTHER WISE NOTED. INSTALL DOUBLE GRIPPLES EACH SIDE FOR ALL SPANS OVER 6'-0".

PROVIDE APPROVED FIRE STOPPING AT ALL PURRING PARTITIONS, EXTERIOR WALLS AT EACH FLOOR AND CEILING LEVEL, AND AT THE JUNCTURE OF THE ROOF RAFTERS AND WALL.

INSTALL SQUASH BLOCKING AT EVERY JOIST BAY WHERE A POINT LOAD IS TRANSFERRED DOWN.

PROVIDE SOLID WOOD BLOCKING ON ALL UPPER AND LOWER CABINET ANCHOR LOCATIONS.

PROVIDE SOLID WOOD BLOCKING IN HALLS FOR ANCHORAGE AT ALL SHELVING, CABINETRY AND TOILET ACCESSORIES. FIELD VERIFY WILL OWNER.

ALL FASTENERS FOR PRESSURE-PRESERVATIVE TREATED WOOD SHALL BE OF HOT-DIPPED ZINC-COATED GALVANIZED STEEL, STAINLESS STEEL, SILICON BRONZE OR COPPER, AND COMPLY WITH SECTION R319.3.

DOORS AND WINDOWS

ALL SAFETY GLAZING SHALL BE IN ACCORDANCE WITH THE CODE.

A MINIMUM OF ONE WINDOW IN SLEEPING AREA SHALL COMPLY WITH THE FOLLOWING MINIMUM EGRESS REQUIREMENTS.

MINIMUM OPENING AREA	5.7 SQ. FT. (5.0 SQ. FT. FOR WINDOWS AT GRADE LEVEL)
MINIMUM OPENING WIDTH	20" CLEAR
MINIMUM OPENING HEIGHT	24" CLEAR

WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN 72" ABOVE THE FINISHED GRADE OR SURFACE BELOW, THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE A MINIMUM OF 24" INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED, OR THE WINDOW SHALL BE PROVIDED WITH AN APPROVED FALL PREVENTION DEVICE.

MASONRY

ALL NON ARCHED MASONRY OPENINGS SPANNING 6'-0" OR LESS SHALL HAVE AN L 3 1/2" X 3 1/2" X 3/8" STEEL LINTEL UNLESS NOTED OTHERWISE.

ALL NON ARCHED MASONRY OPENINGS SPANNING 9'-0" OR LESS SHALL HAVE AN L 5" X 3 1/2" X 5/8" STEEL LINTEL UNLESS NOTED OTHERWISE.

GENERAL NOTES

MECHANICAL

THE MECHANICAL CONTRACTOR IS TO VERIFY ALL EQUIPMENT LOCATIONS AND DUCTWORK LAYOUT WITH THE GENERAL CONTRACTOR PRIOR TO START OF INSTALLATION.

PROVIDE AND INSTALL NECESSARY MECHANICAL EQUIPMENT AND DUCTWORK PER CODE.

PROVIDE DIRECT VENT FURNACE WITH BOTH INTAKE AND EXHAUST PIPES INSTALLED CONTINUOUS TO THE OUTSIDE.

HEATING AND COOLING EQUIPMENT SHALL BE SIZED IN ACCORDANCE WITH ACCA MANUAL S BASED ON BUILDING LOADS CALCULATED IN ACCORDANCE WITH ACCA MANUAL J OR OTHER APPROVED HEATING AND COOLING CALCULATION METHODOLOGIES.

VENT ALL BATHROOM EXHAUST FANS, KITCHEN RANGE HOOD EXHAUST FAN, AND DRYER VENTS TO THE EXTERIOR WITH A DAMPER. OUTLETS PLACED IN ROOF SOFFITS SHALL BE PLACED A MINIMUM 6'-0" FROM ATTIC SOFFIT VENTS.

ALL CRAWL SPACES SHALL BE PROVIDED WITH HEATED SUPPLY AND RETURN AIR.

SUPPLY PROPER MAKEUP AIR IN THE LAUNDRY ROOM PER DRYER MANUFACTURER'S INSTALLATION INSTRUCTIONS.

PROVIDE (2) 12" WIDE x 8" HT. CROSS VENTS WITH MANUAL OPERATORS AND CORROSION RESISTANT MESH SCREEN 1 / 8" MAX. PROVIDE ALTERNATE FOR THERMAL OPERATED VENTS. INSTALL VENTS PER MANUFACTURERS REQUIREMENTS AND SPECS. FLASH PER SIDING MANUFACTURER'S SPECS. PROVIDE HIGH AND LOW COMBUSTION AIR FROM ATTIC AND OR CRAWLSPACE TO MEET INTERNATIONAL RESIDENTIAL CODE REQUIREMENTS.

ALL OUTDOOR AIR INTAKES AND EXHAUSTS SHALL HAVE AUTOMATIC OR GRAVITY DAMPERS THAT CLOSE WHEN THE VENTILATION SYSTEM IS NOT OPERATING.

PROVIDE ADEQUATE COMBUSTION AIR TO THE MECHANICAL ROOM FOR ALL GAS FIRED APPLIANCES INSTALLED IN THE SPACE PER SECTION G2407.6 OR THE MANUFACTURERS SPECIFICATIONS FOR HIGH EFFICIENT UNITS.

GLASS 'B' VENTS TO HAVE A MINIMUM 1" CLEARANCE TO ALL COMBUSTIBLES AND TO BE FIRESTOPPED AT FLOORS.

PROVIDE MINIMUM ONE PROGRAMMABLE THERMASTAT THAT IS CAPABLE OF CONTROLLING THE HEATING AND COOLING SYSTEM ON A DAILY SCHEDULE TO MAINTAIN DIFFERENT TEMPERATURE SET POINTS AT DIFFERENT TIMES OF THE DAY.

ALL DUCT WORK INSTALLED IN UNCONDITIONED SPACE SHALL BE SEALED WITH APPROVED TAPES OR SEALANTS. ALL DUCT WORK INSTALLED IN ATTICS SHALL BE INSULATED TO A MINIMUM OF R-8. ALL OTHER DUCT WORK SHALL BE INSULATED TO A MINIMUM OF R-6. ALL MECHANICAL SYSTEMS, THEIR ASSOCIATED DUCTS AND PIPING INSULATION SHALL BE IN COMPLIANCE WITH SECTION R403.

ALL DUCT WORK, AIR HANDLERS, FILTER BOXES AND BUILDING CAVITIES USED AS DUCTS SHALL BE SEALED. JOINTS AND SEAMS SHALL COMPLY WITH THE 2009 INTERNATIONAL RESIDENTIAL CODE.

THE DUCT TIGHTNESS SHALL BE TESTED FOR AIR LEAKAGE FOR ALL DUCTS AND AIR HANDLERS BY AN APPROVED TEST METHOD, PER SECTION R403.3.3 OR R403.3.4 OF THE 2015 ENERGY CONSERVATION CODE.

PLUMBING

PROVIDE AND INSTALL ALL SANITARY, SUPPLY AND PIPING NECESSARY TO MEET CODE REQUIREMENTS. (TYPICAL).

ALL UNDERGROUND WATER PIPING SHALL BE PVC PER THE 2014 ILLINOIS PLUMBING CODE.

SHALL CONSIST OF A CONT. UNCUT LENGTH OF COPPER PIPE BETWEEN THE 2 TERMINAL ENDS. SHALL BE CONNECTED WITH FLARED COUPLINGS AT SUCH TERMINAL ENDS. THE USE OF SWEATED JOIN. LEAD PIPE AND LEAD SOLDER IS PROHIBITED.

ALL WATER METERS SHALL BE INSTALLED WITH SHUT OFF VALVES ON BOTH THE INLET AND ON THE DISCHARGE SIDES OF THE METER.

ALL INTERIOR ABOVE GROUND WATER PIPING SHALL BE CPVC.

PROVIDE 12" AIR CHAMBERS AT ALL FIXTURES.

PROVIDE 24" AIR CHAMBERS AT ALL RISERS.

ALL INTERIOR WASTE SHALL BE PVC. PITCH MINIMUM 1/4" PER FOOT

ALL SHOWER VALVES SHALL BE NON SCALD TYPE.

ALL HOSE BIBS SHALL BE FROST PROOF WITH VACUUM BREAKERS.

PROVIDE A SEWER CLEAN OUT WITHIN 5'-0" OF THE EXTERIOR OF THE FOUNDATION WALL.

ALL UNDERGROUND WASTE AND VENT PIPING SHALL BE 6" PVC.

NO PLUMBING SUPPLY LINES SHALL BE LOCATED IN EXTERIOR WALLS.

THERMAL AND MOISTURE PROTECTION

REFER TO TYPICAL WALL SECTIONS FOR R-VALUES.

METAL VALLEY FLASHING TO CONFORM WITH APPLICABLE CODES.

ALL EXTERIOR JOINTS, SEAMS, AND PENETRATIONS IN THE BUILDING ENVELOPE SHALL BE SEALED WITH CAULK, TAPE, GASKETS OR WEATHER STRIPPING TO PREVENT AIR LEAKAGE.

VAPOR RETARDERS WITH A PERM RATING OF 1.0 OR LESS SHALL BE INSTALLED IN ALL FRAMED CEILINGS, WALLS, AND FLOORS.

PROVIDE CONCEALED GALVANIZED OR ALUMINUM SHEET METAL FLASHING AT ALL WALL/ROOF JUNCTIONS AND AS REQUIRED FOR WATERPROOF CONSTRUCTION.

ACCESS PANELS TO ATTICS SHALL BE WEATHER-STRIPPED AND INSULATED TO A LEVEL EQUIVALENT TO THE INSULATION SURROUNDING SURFACES.

THE BUILDING ENVELOPE TIGHTNESS AND INSULATION SHALL BE CONSIDERED ACCEPTABLE WHEN TESTED AIR LEAKAGE IS LESS THAN SEVEN AIR CHANGES PER HOUR (ACH) WHEN TESTED WITH A BLOWER DOOR AT A PRESSURE OF 33.5 PSF.

STRUCTURAL DESIGN CRITERIA

	DESIGN LOADS		
FLOOR	40 P.S.F.-L.L.	10 P.S.F.-D.L.	LIVING SPACE
ATTIC	20 P.S.F.-L.L.	10 P.S.F.-D.L.	ATTIC STORAGE
ROOF	30 P.S.F.-L.L.	10 P.S.F.-D.L.	SNOW LOAD
CATHEDRAL CEILING	30 P.S.F.-L.L.	15 P.S.F.-D.L.	SNOW LOAD
DECKS	40 P.S.F.-L.L.	10 P.S.F.-D.L.	EXTERIOR

ALL FLOOR AND CEILING JOISTS, ROOF RAFTERS, BEAMS AND HEADERS SHALL BE DOMESTIC NEW FIR #2 UNLESS OTHERWISE NOTED. MINIMUM E = 1,300,000 P.S.I. AND MINIMUM BASE Fb = 850 OR BETTER.

ALL STRUCTURAL WOOD POSTS SHALL BE S-P-F STRUCTURAL GRADE OR BETTER.

PROVIDE DOUBLE JOISTS BELOW ALL PARALLEL PARTITIONS, BATHTUBS, WASHER, DRYER, AND OTHER STATIONARY APPLIANCES.

MINIMUM IN GRADE BASE VALUES FOR STUDS:

FIRST FLOOR EXTERIOR LOAD BEARING WALLS	E = 1,400,000	Fc = 825
FIRST FLOOR INTERIOR LOAD BEARING WALLS	E = 1,200,000	Fc = 800
SECOND FLOOR EXTERIOR LOAD BEARING WALLS	E = 1,200,000	Fc = 800
SECOND FLOOR INTERIOR LOAD BEARING WALLS	E = 1,000,000	Fc = 600
ALL NON LOAD BEARING WALLS	E = 1,000,000	Fc = 600

EXTERIOR DECK STRUCTURAL FRAMING LUMBER:

ALL DECK STRUCTURAL FRAMING HAS BEEN DESIGNED BASED UPON #2 SOUTHERN YELLOW PINE OF U.S. ORIGIN AS CLASSIFIED BY THE SOUTHERN PINE MARKETING COUNCIL.

Fb: 2x8 = 1,380 P.S.I. / 2x10 = 1,210 P.S.I. / 2x12 = 1,120 P.S.I. / E = 1,600,000

ENGINEERED WOOD PRODUCTS:

MANUFACTURED STRUCTURAL WOOD PRODUCTS SUCH AS HEADERS AND BEAMS HAVE BEEN DESIGNED BASED UPON MICRO.LAM® AND PARALLAM® AS MANUFACTURED BY TRUS-JOIST.

1.9 MICRO.LAM®	Fb = 2,600 P.S.I.	E = 1,900,000 P.S.I.
2.0 PARALLAM®	Fb = 2,900 P.S.I.	E = 2,000,000 P.S.I.
1.5 TIMBERSTRAND	Fb = 2,250 P.S.I.	E = 1,500,000 P.S.I.

ROOF / FLOOR TRUSS SYSTEM NOTE

IT IS THE RESPONSIBILITY OF THE "TRUSS DESIGNER" TO DESIGN AND DETAIL THE ROOF TRUSS & FLOOR TRUSS SYSTEMS. THE ROOF TRUSS SYSTEM SHALL INCLUDE, BUT IS NOT LIMITED TO A COMPLETE ROOF & FLOOR PLAN INDICATING ALL TRUSS SIZES, LOCATIONS, CONNECTIONS, IMPOSED LOADS AND BEARING REQUIREMENTS. THE ROOF/FLOOR TRUSS SYSTEM SHALL BE DESIGNED TO ACCOMMODATE ALL LIVE, DEAD, SNOW, WIND AND UPLIFT LOADS AS REQUIRED BY ALL APPLICABLE AUTHORITIES. THE ARCHITECT SHALL NOT BE RESPONSIBLE FOR DETERMINING THE ROOF/FLOOR TRUSS SYSTEM REQUIREMENTS. THE ROOF/FLOOR TRUSS SYSTEM SHALL CONFORM TO THE DESIGN INTENT OF THE CONSTRUCTION DOCUMENTS AS PREPARED BY THE ARCHITECT. IF MODIFICATIONS TO THESE CONSTRUCTION DOCUMENTS ARE REQUIRED DUE TO THE ROOF TRUSS SYSTEM, THE ARCHITECT SHOULD BE IMMEDIATELY NOTIFIED.

ABBREVIATIONS

F.P.H.B. - FROST PROOF HOSE BIB	WP - WATER PROOF FIXTURE
F.F.G.L. - FLOOR FINISH GRADE LINE	SD - SMOKE DETECTOR
G.E.B. - GAS GREY BOX	R - RECESSED CAN
W/ - WITH	T - TIMER CONTROL
O.C. - ON CENTER	D - DIMMER CONTROL
GFI - GROUND FAULT INTERRUPT	S - SPEED CONTROL
DED. - DEDICATED	3 - 3-WAY SWITCH
	4 - 4-WAY SWITCH

ENERGY CODE

THE NEW CONSTRUCTION HAS BEEN DESIGNED TO COMPLY WITH THE PRESCRIPTIVE REQUIREMENTS OF THE 2015 INTERNATIONAL ENERGY CONSERVATION CODE AS FOLLOWS:

WALLS:	R-20 BATT INSULATION.
ATTIC:	R-49 BATT INSULATION WITH VAPOR BARRIER
FLOORS:	R-30 BATT INSULATION WITH VAPOR BARRIER
SLOPED CEILING:	R-49 CLOSED CELL SPRAY FOAM OR RIGID INSULATION
BASEMENT WALLS:	R-19 BATT INSULATION CAVITY WALL INSULATION
CRAWL SPACES:	R-19 BLANKET INSULATION
CONCRETE SLAB ON GRADE:	R-10 RIGID FOAM INSULATION AND MIN 2'-0" DEEP AT FOUNDATION WALLS
WINDOWS:	U-0.32 (MINIMUM)
DOORS:	U-0.32 (MINIMUM)
OVERHEAD GARAGE DOORS:	U-0.29 (MINIMUM)

MAXIMUM ALLOWABLE AIR LEAKAGE PER SECTION R402.4.3:
WINDOWS 0.3 CFM PER SQ. FT.
SHING DOORS 0.5 CFM PER SQ. FT.

ALL AIR BARRIERS AND INSULATION SHALL BE INSTALLED IN COMPLIANCE WITH TABLE R402.4.1.1

ALL FOUNDATION WALLS SHALL BE INSULATED FROM THE TOP OF THE WALL TO THE TOP OF THE BASEMENT FLOOR BELOW.

THE 2015 INTERNATIONAL ENERGY CONSERVATION CODE SHALL BE APPLIED TO THE ENTIRE PROJECT USING CLIMATE ZONE 5-A.

THE DWELLING UNIT SHALL BE TESTED AND VERIFIED AS HAVING AN AIR LEAKAGE RATE NOT TO EXCEED 3 AIR CHANGES PER HOUR, IN ACCORDANCE WITH ASTM E 779 OR ASTM E 1827. TESTING SHALL BE CONDUCTED WITH A BLOWER DOOR AT A PRESSURE OF 0.2 INCHES W. G. (50 PASCALS). TESTING SHALL BE CONDUCTED BY AN APPROVED THIRD PARTY. A WRITTEN REPORT OF THE RESULTS OF THE TEST SHALL BE SIGNED BY THE PARTY CONDUCTING THE TEST AND PROVIDED TO THE CODE OFFICIAL. TESTING SHALL BE PERFORMED AT ANY TIME AFTER CREATION OF ALL PENETRATIONS OF THE BUILDING THERMAL ENVELOPE.

A PERMANENT CERTIFICATE SHALL BE POSTED ON OR IN THE ELECTRICAL DISTRIBUTION PANEL. THE BUILDER OR REGISTERED DESIGN PROFESSIONAL SHALL COMPLETE THE CERTIFICATE. THE CERTIFICATE SHALL LIST ALL PREDOMINANT R VALUES, FENESTRATION U-FACTORS AND THE SOLAR HEAT GAIN COEFFICIENTS. THIS CERTIFICATE SHALL ALSO LIST THE TYPE AND EFFICIENCY RATINGS OF THE HEATING, COOLING AND WATER HEATING EQUIPMENT.

THE MAINTENANCE INSTRUCTIONS AND EQUIPMENT MANUALS SHALL BE FURNISHED WITH ALL MECHANICAL EQUIPMENT OUTLINING REQUIRED REGULAR PREVENTATIVE MAINTENANCE.

NOT LESS THAN 75 PERCENT OF THE LAMPS IN PERMANENTLY INSTALLED LIGHTING FIXTURES SHALL BE HIGH-EFFICACY LAMPS OR NOT LESS THAN 75 PERCENT OF THE PERMANENTLY INSTALLED LIGHTING FIXTURES SHALL CONTAIN ONLY HIGH-EFFICACY LAMPS, EXCEPT FOR APPROVED LOW VOLTAGE LIGHTING.

INSULATE ALL HOT WATER PIPING IN ACCORDANCE WITH SECTION R403.4.2 OF THE 2012 IECC.

ALL FIREPLACES SHALL HAVE TIGHT FITTING DAMPERS, OUTSIDE AIR INTAKE AND GASKETED DOORS.

LEGEND

EXISTING WALL TO REMAIN		NEW CONCRETE FOUNDATION WALL	
NEW FRAME WALL, WOOD STUDS @ 16" O.C. 1/2" DRYWALL EACH SIDE		EXISTING WALL AND ASSOCIATED ELEMENTS TO BE REMOVED PATCH AND REPAIR AS REQUIRED TO MATCH EXISTING	
EXISTING CONCRETE FOUNDATION WALL TO REMAIN		SHORE UP EXISTING CONSTRUCTION AS REQUIRED	

REMODELING NOTES

VERIFY ALL EXISTING CONDITIONS AND COMPARE TO THE PLANS PRIOR TO THE START OF CONSTRUCTION. NOTIFY THE GENERAL CONTRACTOR AND ARCHITECT IMMEDIATELY UPON THE DISCOVERY OF ANY DISCREPANCIES.

DISCONNECT AND CAP OFF ALL PLUMBING AND GAS PIPING, ELECTRICAL WIRING AND DEVICES, LOW VOLTAGE WIRING, MECHANICAL DUCT WORK AS REQUIRED FOR NEW CONSTRUCTION.

ALL DEMOLITION OF EXISTING PLUMBING PIPING, FIXTURES AND EQUIPMENT ETC. SHALL BE PERFORMED BY AN ILLINOIS LICENSED PLUMBER.

SHORE UP ALL EXISTING STRUCTURE AS REQUIRED FOR ALL NEW CONSTRUCTION

CONNECT NEW PLUMBING SUPPLY, WASTE AND VENT PIPES TO EXISTING. VERIFY TYPE. VERIFY EXISTING PIPE SIZE AND SYSTEM CAPACITY TO ACCOMODATE NEW CONSTRUCTION. REWORK AS REQUIRED.

CONNECT NEW ELECTRICAL CIRCUITS TO EXISTING PANEL. VERIFY PANEL SIZE AND AVAILABLE CIRCUITS. SUPPLY AND INSTALL AN ADDITIONAL SUB PANEL IF REQUIRED.

CONNECT NEW HVAC DUCTS TO EXISTING. VERIFY SIZE AND CAPACITY OF EXISTING HVAC EQUIPMENT AND REWORK AS REQUIRED TO MEET THE REQUIREMENTS OF THE NEW ADDITION.

REPAIR AND PATCH AS REQUIRED TO MATCH EXISTING

SHEET INDEX

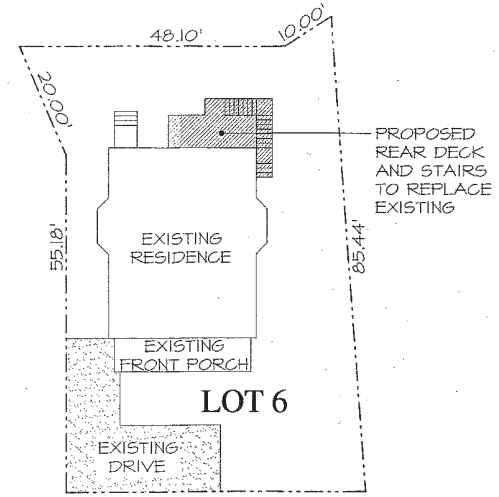
1). A 01 COVER SHEET AND GENERAL NOTES
2). A 02 PROPOSED DECK PLAN ADDITION WITH ELEVATION
3). A 03 DETAILS
4). A 04 ELECTRICAL PLAN

EXHIBIT A

PROPOSED DECK REPLACEMENT FOR:

RESIDENCE

312 DEAN STREET
WOODSTOCK, ILLINOIS 60098
McHENRY COUNTY



DEAN STREET

N

1 / A 01 SITE PLAN
PROPOSED DECK REPLACEMENT

SCALE: 1" = 10'-0"

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER. (ARCH-D)

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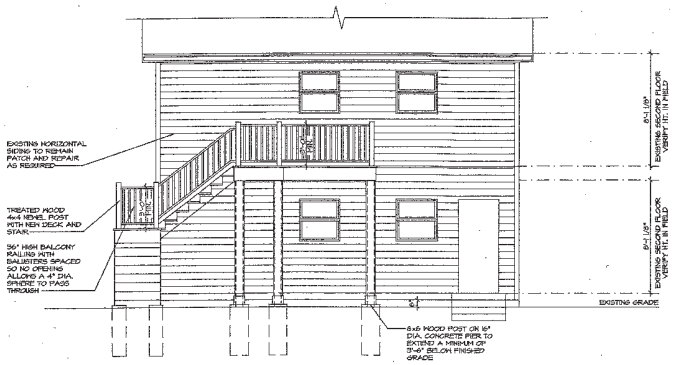
REAR DECK REPLACEMENT
312 DEAN STREET
WOODSTOCK, IL 60098
McHENRY COUNTY

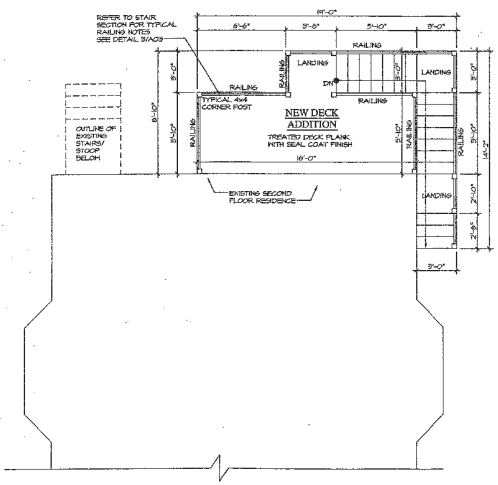
REVIEW	CONCEPT REVIEW
	09/14/2015
	01/25/2016

PROJECT # AD16xxx
DRAWN BY: NH
312 DEAN STREET
TITLE SHEET & GEN. NOTES
A 01
1 OF x TOTAL SHEETS



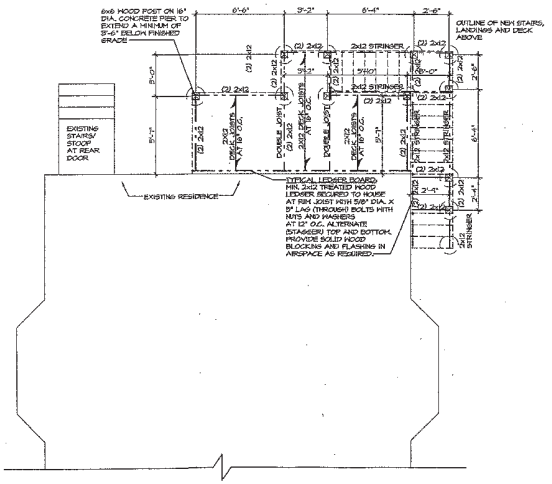
3 / A 02 REAR ELEVATION

SCALE: 1/4" = 1'-0"



2 / A 02 DECK REPLACEMENT PLAN

SCALE: 1/4" = 1'-0"



1 / A 02 DECK POST AND PIER PLAN

SCALE: 1/4" = 1'-0"

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER. (ARCH-D)

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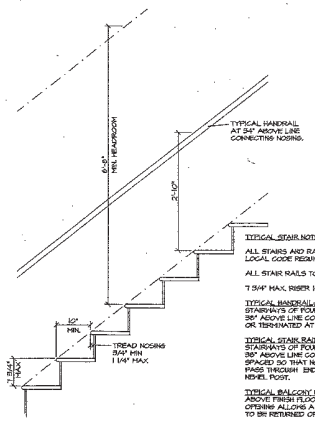
REAR DECK REPLACEMENT
312 DEAN STREET
WOODSTOCK, IL 60098
McHENRY COUNTY

CONCEPT REVIEW	
REVISIONS	09/14/2015
REVIEW	01/12/2016

PROJECT # AD16xxx
DRAWN BY: NEI
312 DEAN STREET
EXTERIOR ELEVATIONS
A 02
2 OF x TOTAL SHEETS



TYPICAL STAIR NOTES:

ALL STAIRS AND RAILS TO BE CONSTRUCTED PER LOCAL CODE REQUIREMENTS.

ALL STAIR RAILS TO BE CONTINUOUS.

7 3/4" MAX. RISER 10" MINIMUM TREAD.

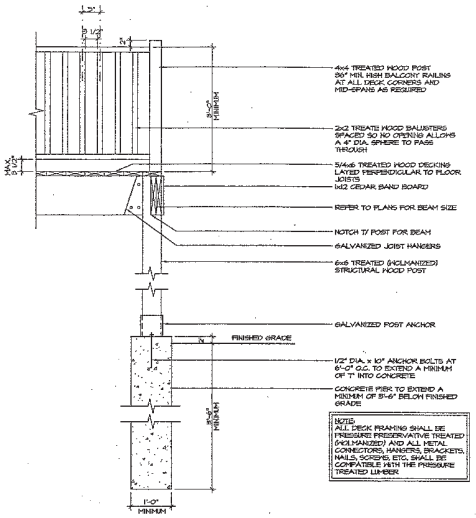
TYPICAL HANDRAIL: HANDRAILS TO BE PROVIDED ON STAIRWAYS OF FOUR OR MORE RISERS. MINIMUM 34", MAXIMUM 38" ABOVE LINE CONNECTING NOSINGS. ENDS TO BE RETURNED OR TERMINATED AT NEWEL POST.

TYPICAL STAIR RAIL: STAIR RAILS TO BE PROVIDED ON STAIRWAYS OF FOUR OR MORE RISERS. MINIMUM 34", MAXIMUM 38" ABOVE LINE CONNECTING NOSINGS WITH BALUSTERS SPACED SO THAT NO OPENING ALLOWS A 4" DIA. SPHERE TO PASS THROUGH. ENDS TO BE RETURNED OR TERMINATED AT NEWEL POST.

TYPICAL BALCONY RAIL: BALCONY RAILS TO BE MINIMUM 36" ABOVE FINISH FLOOR WITH BALUSTERS SPACED SO THAT NO OPENING ALLOWS A 4" DIA. SPHERE TO PASS THROUGH. ENDS TO BE RETURNED OR TERMINATED AT NEWEL POST.

3 / A 03 STAIR NOTE AND DETAIL

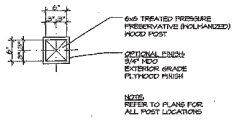
NOT TO SCALE



NOTE:
ALL DECK FRAMING SHALL BE PRESSURE PRESERVATIVE TREATED (ACQ MANIZED) AND ALL METAL CONNECTORS, HANGERS, BRACKETS, NAILS, SCREWS, ETC. SHALL BE COMPATIBLE WITH THE PRESSURE TREATED LUMBER

2 / A 03 POST DETAIL

SCALE: 3/4" = 1'-0"



NOTE:
REFER TO PLANS FOR ALL POST LOCATIONS

1 / A 03 POST DETAIL

SCALE: 3/4" = 1'-0"

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER. (ARCH-D)

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REAR DECK REPLACEMENT

312 DEAN STREET
WOODSTOCK, IL 60098
McHENRY COUNTY

CONCURRENT REVIEW	08/14/2014
REVISION	01/15/2016

PROJECT #	AD16xxx
DRAWN BY:	NH

312 DEAN STREET
ELEV. & FDN. PLAN

A 03

3 OF x TOTAL SHEETS

MINUTES
CITY OF WOODSTOCK
ZONING BOARD of APPEALS
April 11, 2016
Council Chambers

CALL TO ORDER: A special meeting of the City of Woodstock Zoning Board of Appeals was called to order by Chairman Schuh at 7:00 PM on Monday, April 11, 2016 in the Council Chamber, Woodstock City Hall, 121 W. Calhoun Street, Woodstock. A roll call was taken.

COMMISSION MEMBERS PRESENT: Timothy Huffar, Patrick Shea, Tom Tierney, Lawrence Winters, Howard Rigsby, and John Schuh.

COMMISSION MEMBERS ABSENT: Rick Bellairs,

STAFF PRESENT: City Planner Nancy Baker and Chief Deputy Clerk Jane Howie.

OTHERS PRESENT: Steven Zehner, property owner of 312 Dean Street since 1994. The property is held in trust. Margaret Gordon, Gary Granna, and Daniel Cruz; all neighbors of the property at 312 Dean Street.

II. APPROVAL OF MINUTES:
Motion by T. Huffar, second by T. Tierney, to approve the Minutes of the March 14, 2016 meeting of the Zoning Board of Appeals as presented. Ayes: Timothy Huffar, Patrick Shea, Tom Tierney, Lawrence Winters, Howard Rigsby, and John Schuh. Nays: None. Absentees: Rick Bellairs. Abstentions: None. Motion carried.

III. PUBLIC COMMENT (for items not listed elsewhere on the agenda) None.

IV. PUBLIC HEARING:

A. 312 Dean Street: Variation of Section 7A.3, Bulk and Area Standards to allow construction of a 16' by 5' – 10" second story deck within 7' of the rear lot line resulting in an increase in lot coverage from 27% to 29%.

Petitioner Steve Zehner was sworn in.

The variation will allow for the construction of safer stairs and allow a deck of reasonable size for use by tenant. It is the property owners' opinion that the current deck is too small and too shallow, therefore a variation is requested. The new deck is needed to allow a safer ingress and egress from the unit and it will allow the tenant the opportunity to enjoy the out of doors. The owner believes the property existed like this for many years, most likely prior to the zoning ordinance. Most older residences in the area have much deeper rear yards in comparison to this property.

S. Zehner said the exhibit shows a new finished deck's placement to the property line. It will be about two feet closer to the property line than it is currently. There will be a

window converted to a doorway, which will allow for access to the deck. There's a door on the east wall that will be removed. This is a duplex and will allow for a 2nd way out for the upstairs neighbor. J. Schuh said the UDO does allow for what's proposed by Mr. Zehner if it was one story. J. Winters asked if the staircase could be brought all the way down. S. Zehner said the area is very tight; the stairs are 3 feet wide. There is a need for some landings on the way down. There is currently a 2nd way out for the neighbor upstairs.

J. Schuh asked if anyone has any questions or comments. Margaret Gordon lives on the 1st floor. She hasn't seen the plans but she said the current deck is not safe. It's very close quarters. Gary Granna lives across the street. He's in favor of this construction. He was wondering if the front of the home would be affected at all. S. Zehner replied, "It will not". Daniel Cruz, 117 W. South Street. Where on the property line will this affect? Mr. Zehner showed Mr. Cruz the plan. Mr. Cruz is happy with this explanation as he had been unsure of Mr. Zehner's plan. The Commission appreciates input from these neighbors. N. Baker informed the Commission that all neighbors were contacted; no issues or concerns were received. Mr. Zehner had nothing further to add.

7:12 PM Commission closed the Public Hearing.

FINDINGS OF FACT – 312 Dean Street

The Commission members completed the Findings of Fact for 312 Dean Street and is attached to these Minutes.

RECOMMENDATION:

Motion by T. Tierney, second by T. Huffar, to approve a variation of UDO Section 7A.3, Bulk and Area Standards is varied to allow the construction of second story deck within seven feet of a rear lot line. Ayes: Timothy Huffar, Patrick Shea, Tom Tierney, Lawrence Winters, Howard Rigsby, and John Schuh. Nays: None. Absentees: Rick Bellairs. Abstentions: None. Motion carried.

This recommendation will be on the May 3, 2016 City Council Agenda for consideration.

ADJOURNMENT:
The meeting was adjourned at 7:18 PM.

Respectfully submitted,

_____
Jane Howie
Chief Deputy Clerk

FINDINGS OF FACT—312 Dean Street

The Zoning Board of Appeals shall complete the enclosed form, which will be included with the Findings of Fact Report submitted to the City Council.

Request: **Variation from the provisions of the Woodstock Unified Development Ordinance, Section 7A.3, Bulk and Area Standards to allow construction of a second story deck within seven feet of a rear lot line.**

Section 7.3.5 states that the Board may determine and recommend to the City Council a variation of the regulations of Ordinance when it finds:	**Yes or No**	**Comments**
1. The particular surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations was carried out;	**All yes**	
2. The conditions upon which the petition for a variation are based are unique to the property for which the variation is sought and are not applicable, generally to the other property with the same zoning classification;	**Schuh—no** **All others--yes**	
3. The purpose of the variation is not based exclusively upon a desire to increase the monetary gain realized from the property or to alleviate financial difficulty experienced by the petitioner in the attempt to comply with the provisions of this Ordinance;	**All yes**	
4. The alleged difficulty or hardship is caused by the application of this Ordinance and has not been created by any person presently having an interest in the property;	**All yes**	
5. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located;	**All yes**	
6. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets or increase the danger of fire, or endanger the public safety or substantially diminish or impair property values with the adjacent neighborhood;	**All yes**	
7. That the granting of the variation requested will not confer on the applicant any special privilege that is denied by the Ordinance to other lands, structures or buildings of the same district.	**All yes**	

ORDINANCE NUMBER 16-O-_____

AN ORDINANCE VARYING PROVISIONS OF THE WOODSTOCK UNIFIED DEVELOPMENT ORDINANCE FOR PROPERTY AT 312 DEAN STREET

Be it ordained by the Mayor and City Council of the City of Woodstock, McHenry County, Illinois, as follows:

Section One. That, Section 7A.3.E, Bulk and Area Standards of the Woodstock Unified Development Ordinance is varied to allow the construction of a 16' by 5'10" second story deck within seven feet of a rear lot line as depicted on Exhibit A on property legally described as follows:

> All that part of Lots 2, 3, 4, 6 and 7 in Block 1 of Swartwout's Addition to the Village (now City) of Woodstock, according to the Plat thereof, as recorded in the Recorder's Office of McHenry County, Illinois in Book 62 of Deeds, on page 193 bounded and described as follows, to-wit: Commencing at a point on the east line of said Lot 4 that is 80 feet South of the Northeast Corner thereof and running thence South along said east line, 10 feet; thence Southwesterly along the westerly line of a tract of land conveyed by George H. Hoy and wife to Fidelia A. Hooker and Mary L Hoy, by Warranty Deed, dated September 22, 1917 and recorded in said Recorder's Office in Book 147 of Deeds on page 571 to the Southwest Corner thereof; thence East along the south line of said tract of land conveyed to Fidelia A. Hooker and Mary L. Hoy, 20 feet, more or less, to the southerly line of Lot 6; thence Southeasterly along said southerly line of Lot 6 to the Southeast Corner thereof; thence Northeasterly along the easterly line of said Lot 6 for a distance of 54.7 feet to a point that is 142 feet Southwesterly of the Northeast Corner of Lot 1 of said Swartwout's Addition; thence in a Northwesterly direction, to the place of beginning. Said premises being located in and being a part of the Northwest Quarter of Section 8, in Township 44 North, Range 7, East of the Third Principal Meridian, in McHenry County, Illinois.

Section Two. That the Zoning Board of Appeals on April 11, 2016 conducted a required public hearing on said variations and recommended to the City Council that they be approved.

Section Three. That this ordinance shall be known as Ordinance Number 16-O-_____ and shall be in full force and effect upon its passage and approval as provided by law.

Section Four. Any ordinances or parts thereof or any regulations in conflict with this ordinance are hereby repealed to the extent of such conflict.

APPROVED AND PASSED by the City Council of the City of Woodstock, McHenry County, Illinois, this _____ day of _____, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Mayor Brian Sager, Ph.D.

Attest:

_____
City Clerk Cindy Smiley

City of
WOODSTOCK

Department of Public Works
326 Washington Street
Woodstock, Illinois 60098

phone 815.338.6118
fax 815.334.2263
jvanlanduyt@woodstockil.gov
www.woodstockil.gov

To: Mr. Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

Re: **Request to Waive Competitive Bids and Award of Contract for Repairs to Water Treatment Plant Softener**

Date: April 26, 2016

Back in 2013, the City experienced a failure in the #4 softener at the Seminary Avenue Water Treatment Plant. Softeners are filled with a cation-exchange resin which resembles very tiny glass beads. This resin is charged to attract, thereby reducing, particles that result in water hardness. Because the vessel is full of this material, there is some resistance when water passes through it and when it is backwashed before regeneration. Water plant operators noticed that more water was passing through one of the four softeners. This condition alerted staff to isolate the unit and remove it from service. The teardown and inspection of the unit revealed that the resin was escaping from the closed vessel during its regeneration cycle. One of the media retention nozzles failed, leaving a hole in the lateral pipe. Resin material was found at the wastewater plant via the sanitary sewer and some had been deposited in the water storage tank at the plant site. As requested, the City Council authorized the waiving of competitive bids and awarded a contract for emergency repairs at a cost not-to-exceed $62,573.80. This estimated amount was a maximum cost based upon no knowledge of what components had actually failed.

Since the repair of softener #4, staff has accepted the fact that each of the three remaining softeners may experience a similar condition and the approved FY16/17 Budget included $52,000 in line item #60-54-7-778 titled Water Treatment Plant Maintenance with a portion of those funds earmarked for the teardown and inspection of one of the remaining three softeners. Last week, Water Treatment Plant Superintendent Will Smith noticed resin in a strainer at the water plant and there were also signs of resin at the wastewater facility similar to which was identified back in 2013. Upon further investigation, it was determined that the #3 softener is losing resin and staff is pretty certain that a media retention nozzle has failed. The softener has

been isolated and the ground level water storage tank and clearwell at the Seminary Avenue Plant is scheduled for cleaning this week in order to remove resin that has escaped in an effort to prevent it from entering the water distribution system.

Water plant staff has investigated costs for the purchase of replacement nozzles and new resin. That figure totals $29,669.90. Staff has also contacted Manusos General Contracting who completed improvements at this facility in 2005 (which included revamping the softeners) and repaired softener #4 in 2013 when it failed. Because it is suspected that this failure is similar to that which occurred in 2013, Manusos has quoted a not-to-exceed price based upon an hourly rate and the removal and replacement of the media and retaining nozzles. The plant superintendent will monitor the work to assure that appropriate costs are paid based upon what is found to be defective after teardown and inspection. The cost quoted for labor based upon the replacement of the media and retaining nozzles (as was the case in 2013) utilizing prevailing wage rates is $13,200.

Because of the fact we are entering the summer season when pumping rates are the highest compared to other times throughout the year, it is imperative that this teardown and inspection process begin immediately.

Therefore, it is recommended that the City waive competitive bids and purchase materials from the manufacturer's authorized representative Drydon Equipment, Elgin, IL as needed to restore the softener to "like new" condition through the purchase of materials and supplies "not-to-exceed' $29,669.90.

It is also recommended that the City Council waive competitive bids and award a contract to Manusos General Contracting, Fox Lake, IL to complete a teardown and inspection of softener #3 at the Seminary Avenue Water Treatment Plant, make necessary repairs to retain the filter media as per manufacturer's recommendations, reinstall the filter sand and resin, and return the softener to normal service for a cost not to exceed $13,200.

This is an unexpected equipment failure; however funds were included in the FY16/17 Utility CIP budget to cover the remediation of one of the softeners at the Seminary Water Plant at a quoted price totaling $42,869.90 which includes both labor and materials.

Note: A waiver of competitive bid requirements does require a super majority vote (2/3 of the corporate authorities) for approval.

c: Will Smith
Manusos General Contracting
Drydon Equipment

Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

City of
WOODSTOCK

Department of Public Works
326 Washington Street
Woodstock, Illinois 60098

phone 815.338.6118
fax 815.334.2263
jvanlanduyt@woodstockil.gov
www.woodstockil.gov

To: Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

Re: **Approval of Ordinances for Temporary Traffic Regulations for 2016 Special Events**

Date: April 25, 2016

The City of Woodstock has a long-standing tradition of supporting local community organizations and special events. The variety and diversity of these events provide fun and educational venues for the City's residents, they are a destination for non-residents, and they raise funds that benefit the local population and those in surrounding communities.

There is no way of measuring the exact benefit that these community events provide to residents and the business community, but these events draw large numbers of first-time visitors to Woodstock each year and provide residents with a diverse variety of entertainment and activities that help to make Woodstock unique. These events bring tourism to the City, help build neighborly relationships within the community, and showcase the community, while at the same time providing a boost to the local economy.

One way that the City supports these events is to enact temporary traffic regulations in areas where an event is to be held in order to make the area safe and protect residents, motorists, and event patrons. The following events have received approval from the City Council in past years and in 2016 there are no significant changes proposed. However, an ordinance authorizing specific traffic regulations for a limited time period does need annual review and approval. Event organizers are requesting and the City staff concurs, that the following temporary ordinances would benefit the administration of each of the following special events:

GIRLS ON THE RUN 5K OF NORTHWEST ILLINOIS (Sunday, May 22, 2016)
Girls on the Run of Northwest Illinois hosted their first 5K here in Woodstock in 2013 with the support and approval of the City Council and City Administration. The course that the organizers used is identical to the one that the Family Health Partnership uses for their Care4

Breast Cancer Run/Walk. In order to accommodate this event and maintain the safety of all involved, a temporary no parking ordinance for the streets along the route of the course is being submitted for approval.

MEMORIAL DAY PARADE (Monday, May 30, 2016)
The Woodstock Jaycees and Woodstock VFW Post 5040 once again will sponsor a community parade and ceremony on Memorial Day. In order to accommodate this event, temporary traffic regulations are appropriate to close streets, set up viewing areas, and to accommodate a staging area for the parade participants.

VFW REMEMBER OUR HEROES CAR SHOW (Saturday, June 25, 2016)
Woodstock VFW Post 5040 plans to host a car show again in 2016. With the exception of 2013, this has been an annual event that was supported and approved by the City Council and City Administration. The car show is held in the VFW parking lot immediately adjacent to the Post building on Throop Street. In order to provide additional space for the display of cars and to provide a safe environment for spectators, VFW Post 5040 requests the temporary use of the City parking lot east of Throop Street and south of the VFW Post. There is no other approval necessary for this event other than the approval of an ordinance authorizing specific temporary traffic regulations related to the use of the Throop Street Parking Lot.

FOURTH OF JULY (Monday, July 4, 2016)
To provide for the safe movement of both pedestrians and vehicular traffic in and out of Emricson Park for the annual fireworks display, one-day parking regulations within the park and along area streets are needed. These one-day parking regulations prevent cars from parking along the edge of the streets and roads (which could result in traffic obstructions), keep key areas within the park open and clear for traffic flow and emergency vehicles, and provide safe walking routes for the pedestrians. Both the Woodstock Police Department and the Woodstock Fire/Rescue District believe that these parking restrictions are beneficial and should be continued.

McHENRY COUNTY FAIR (Wednesday, August 3, 2016 thru Monday, August 8, 2016)
Although the fair is held outside of the City Limits, the event does impact City streets. Previously the City has established temporary parking regulations on City streets near the fairgrounds to reduce traffic congestion, to maintain appropriate access for emergency vehicles, and to provide for the safe movement of both pedestrians and motorists.

WOODSTOCK ON THE SQUARE CAR SHOW (Saturday, August 20, 2016)
Kroozers of Northern Illinois and the McHenry County Youth Services Bureau were the organizers of this car show for 15 years. Though there was talk of canceling the event in 2012, a group of volunteers from the community stepped up to ensure the show would go on. The annual car show on the Woodstock Square benefits a named local charity. Each year the roads immediately surrounding the Park-in-the-Square are closed for the display of vintage hot rods and custom cars, food, contests, music and more.

CARE4 BREAST CANCER 5K (Sunday, October 16, 2016)
For fourteen consecutive years, the Family Health Partnership Clinic has held an annual fund-raising walk/run. All funds raised during this benefit stay local for residents of McHenry County with proceeds used to target an increase in public awareness for breast cancer, improve access to screening and treatment resources, and provide greater access to mammograms. As in years past, the event will be based at Woodstock North High School, and the timeframe is estimated to

be from 5:00 a.m. through noon. The participants walk or run from the high school south on Raffel Road to Manke Lane, right on Roger Road then north on Sweetwater Drive in the Sweetwater Subdivision crossing Ware Road onto Hadyn Street in the Sonatas Subdivision then back north on Raffel Road. For the safety of the participants, a temporary no parking ordinance for the streets on their course is being submitted for approval. The recommended traffic controls, temporary parking restrictions, and course location are all similar to the event details used in 2015.

It is recommended that the following Ordinances establishing certain temporary parking and traffic regulations for special events during 2016 be adopted. The scope and location of the Ordinances for 2016 are the same as authorized in previous years.

Ordinance identified as Document No. 3 establishing temporary parking restrictions for the Girls on the Run 5K of Northwest Illinois on Sunday, May 22, 2016.

Ordinance identified as Document No. 4 establishing temporary traffic and parking restrictions for the annual Memorial Day parade and ceremony on Monday, May 30, 2016.

Ordinance identified as Document No. 5 establishing temporary traffic and parking restrictions for the VFW Remember Our Heroes Car Show on Saturday, June 25, 2016.

Ordinance identified as Document No. 6 establishing certain temporary parking restrictions in and near Emricson Park on Monday, July 4, 2016.

Ordinance identified as Document No. 7 establishing certain temporary parking restrictions for the McHenry County Fair from Wednesday, August 3, 2016 thru Monday, August 8, 2016.

Ordinance identified as Document No. 8 establishing certain temporary parking restrictions for the Woodstock on the Square Car Show on Saturday, August 20, 2016.

Ordinance identified as Document No. 9 establishing certain temporary parking restrictions for the Care4 Breast Cancer 5K on Sunday, October 16, 2016.

The review and approval for other permitted events to be held during 2016 will be presented at a later date as needed.

Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

c: Roger Vidales
Tom Migatz
Chief Lowen
Chief Webster
Fair Association
Woodstock Jaycees
Woodstock VFW
Girls on the Run of Northwest Illinois
Family Health Partnership

ORDINANCE NO. _____

AN ORDINANCE IMPOSING CERTAIN TEMPORARY PARKING RESTRICTIONS IN THE CITY OF WOODSTOCK, MCHENRY COUNTY, ILLINOIS ON MAY 22, 2016

WHEREAS, Raffel Road, Haydn Street, Sweetwater Drive, Roger Road, Manke Lane, and Ware Road are public thoroughfares in the CITY OF WOODSTOCK, McHenry County, Illinois; and,

WHEREAS, it is an appropriate exercise of the police power of the CITY OF WOODSTOCK, McHenry County, Illinois to limit, regulate or otherwise control parking along said access drive and public streets in order to reduce hazards.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois as follows:

Section One. That there is hereby imposed the following parking restrictions which shall be in effect from 5:00 a.m., to 1:00 p.m., on May 22, 2016:

Location	Restriction
Both sides of Raffel Road from Woodstock North High School to Manke Lane	No Parking - Tow Away Zone
Both sides of Haydn Street from Raffel Road to Ware Road	No Parking - Tow Away Zone
Both sides of Sweetwater Drive From Ware Road to Roger Road	No Parking - Tow Away Zone
Both sides of Roger Road from Sweetwater Drive to Manke Lane	No Parking – Tow Away Zone
Both sides of Manke Lane from Roger Road to Raffel Road	No Parking – Tow Away Zone

Both sides of Ware Road 30' east and west of the Haydn Street right-of-way line	No Parking – Tow Away Zone

Section Two. That the Department of Public Works and its Director are hereby authorized and directed to place appropriate signs in the above designated areas to denote the parking restrictions herein established.

Section Three. That all ordinances or parts of ordinances in conflict are hereby repealed to the extent of any conflict.

Section Four. That this ordinance shall be known as Ordinance No._____ and shall be in full force and effect from and after its passage, approval and publication as is required by law.

PASSED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois and approved this 3rd day of May, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Brian Sager, Ph.D., Mayor

Attest:

_____
City Clerk

ORDINANCE NO. _____

AN ORDINANCE IMPOSING CERTAIN TEMPORARY TRAFFIC RESTRICTIONS AND PARKING RESTRICTIONS FOR THE ANNUAL MEMORIAL DAY PARADE IN THE CITY OF WOODSTOCK ON MONDAY, MAY 30, 2016

WHEREAS, Calhoun Street and Tryon Street are public streets in the City of Woodstock; and

WHEREAS, the parking lots at the southwesterly corner of Dean Street and Calhoun Street and on the east side of the Woodstock City Hall are provided for general public use; and

WHEREAS, the City of Woodstock has determined that it is an appropriate use of said public parking lots, streets and public rights-of-way to close said streets and lots to all through traffic and to all parking on Monday, May 30, 2016 in order to hold an event and parade open to the general public as part of the annual Memorial Day services.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Woodstock, McHenry County, Illinois as follows:

Section One. There are hereby imposed the following parking restrictions which shall be in effect from 5:00 a.m. to 1:00 p.m. on May 30, 2016:

LOCATION	RESTRICTION
Calhoun/Dean parking lot	No Parking – Tow Away Zone
City Hall (east side) parking lot	Streets and parking lots to be closed for public access
Calhoun Street–Hayward to Throop [Throop St. to be maintained as thru street]; Throop to Dean [Dean St. to be maintained as thru Street]; Dean to Jefferson	
Tryon Street-W. Jackson to South [South St. to be maintained as thru street]; South to Dean	

Section Two. That the Department of Public Works and its Director are hereby authorized and directed to place appropriate signs in the above designated locations to denote the parking restrictions herein established.

Section Three. That all Ordinances or parts of Ordinances in conflict are hereby repealed to the extent of such conflict.

Section Four. That this Ordinance shall be known as Ordinance No. _____ and shall be in full force and effect from and after its passage, approval, and publication as is required by law.

PASSED by the City Council of the City of Woodstock, McHenry County, Illinois and approved this 3rd day of May, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Brian Sager, Ph.D., Mayor

Attest: _____
City Clerk

ORDINANCE NO. _____

AN ORDINANCE IMPOSING CERTAIN TEMPORARY TRAFFIC AND PARKING RESTRICTIONS IN THE THROOP STREET PARKING LOT IN THE CITY OF WOODSTOCK ON SATURDAY, JUNE 25, 2016

WHEREAS, the Throop Street parking lot located along the easterly side of Throop Street is designated for public use; and

WHEREAS, the City of Woodstock has determined that it is an appropriate use of this parking lot for Woodstock VFW Post 5040 to close the parking lot to all parking on Saturday, June 25, 2016 to hold an event open to the general public.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Woodstock, McHenry County, Illinois as follows:

Section One. There is hereby imposed the following parking restrictions which shall be in effect from 6:00 a.m., Saturday, June 25, 2016 to 12:01 a.m. on Sunday, June 26, 2016.

LOCATION	RESTRICTION
Throop Street public parking lot - along the east side of Throop Street between Church St. and Judd St.	No Parking Parking lot to be closed for public access.

Section Two. That the Department of Public Works and its Director are hereby authorized and directed to place appropriate signs in the above designated locations to denote the parking restrictions herein established.

Section Three. That all Ordinances or parts of Ordinances in conflict are hereby repealed to the extent of such conflict.

Section Four. That this Ordinance shall be known as Ordinance No. _____ and shall be in full force and effect from and after its passage, approval and publication as is required by law.

PASSED by the City Council of the City of Woodstock, McHenry County, Illinois and approved this 3rd day of May, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Brian Sager, Ph.D., Mayor

Attest: _____
City Clerk

ORDINANCE NO. _____

AN ORDINANCE IMPOSING CERTAIN TEMPORARY PARKING RESTRICTIONS IN THE CITY OF WOODSTOCK, MCHENRY COUNTY, ILLINOIS ON MONDAY, JULY 4, 2016

WHEREAS, the main access drive in Emricson Park is a public way within the CITY OF WOODSTOCK, McHenry County, Illinois; and,

WHEREAS, South Street, Jackson Street, Duvall Drive, and Tara Drive are public thoroughfares in the CITY OF WOODSTOCK, McHenry County, Illinois; and,

WHEREAS, it is an appropriate exercise of the police power of the CITY OF WOODSTOCK, McHenry County, Illinois to limit, regulate or otherwise control parking along said access drive and public streets in order to reduce hazards.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois as follows:

Section One. That there are hereby imposed the following parking restrictions which shall be in effect from 12:01 a.m., to 11:50 p.m., on July 4, 2016:

Location	Restriction
All designated spaces along the north and east side of the main access drive in Emricson Park	No Parking - Tow Away Zone
South Street parking lot, in Emricson Park	No Parking - Tow Away Zone
Both sides of South Street from Hill Street west to US Route 14	No Parking - Tow Away Zone

Both sides of Tara Drive from south right-of-way line of South Street to 300' to the south	No Parking - Tow Away Zone
Both sides of Jackson Street from Hill Street west to US Route 14	No Parking - Tow Away Zone
Both sides of Duvall Drive from South Street, then to the north clockwise to 798 Duvall	No Parking – Tow Away Zone
West side of Duvall Drive from 798 Duvall Drive, then south to South Street	No Parking – Tow Away Zone

Section Two. That the Department of Public Works and its Director are hereby authorized and directed to place appropriate signs in the above designated areas to denote the parking restrictions herein established.

Section Three. That all ordinances or parts of ordinances in conflict are hereby repealed to the extent of such conflict.

Section Four. That this ordinance shall be known as Ordinance No._____ and shall be in full force and effect from and after its passage, approval and publication as is required by law.

PASSED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois and approved this 3rd day of May, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Brian Sager, Ph.D., Mayor

Attest:

_____
City Clerk

ORDINANCE NO. _____

AN ORDINANCE IMPOSING CERTAIN TEMPORARY RESTRICTIONS ON PARKING ON VARIOUS PUBLIC STREETS IN THE CITY OF WOODSTOCK, McHENRY COUNTY, ILLINOIS

WHEREAS, it is an appropriate exercise of the police power of the CITY OF WOODSTOCK, McHenry County, Illinois, to regulate traffic on City streets; and to otherwise control parking along public streets to reduce hazards.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois, as follows:

Section One. That there are hereby imposed the following parking restrictions, which shall be in effect from 8:00 a.m. on Wednesday, August 3, 2016 until 8:00 a.m. on Monday, August 8, 2016:

Location	Restriction
Both sides of Country Club Road From Illinois Route 47 to Zimmerman	No Parking - Tow Away Zone
Both sides of Leah Lane From Country Club Rd. to Zimmerman	No Parking - Tow Away Zone
Both sides of Zimmerman Road From Country Club Rd. to Leah Lane	No Parking - Tow Away Zone

Section Two. That the Public Works Department and its Director are hereby authorized and directed to place the appropriate signs authorized by these temporary traffic regulations.

Section Three. That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section Four. That this ordinance shall be known as Ordinance No. _____ and shall be in full force and effect from and after its passage and approval.

Passed by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois, and approved this 3rd day of May, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Brian Sager, Ph.D., Mayor

Attest:_____
City Clerk

ORDINANCE NO. _____

AN ORDINANCE IMPOSING CERTAIN TEMPORARY TRAFFIC AND PARKING RESTRICTIONS FOR WOODSTOCK ON THE SQUARE CAR SHOW IN THE CITY OF WOODSTOCK,
McHENRY COUNTY, ILLINOIS ON
SATURDAY, AUGUST 20, 2016

WHEREAS, it is an appropriate exercise of the police power of the CITY OF WOODSTOCK, McHenry County, Illinois, to regulate traffic on City streets; and to otherwise control parking along public streets to reduce hazards.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois, as follows:

Section One. That there are hereby imposed the following parking restrictions, which shall be in effect from 3:00 p.m., to 10:00 p.m., on August 20, 2016:

Location	Restriction
Main Street from Washington to Cass Street	No Parking - Tow Away Zone
Cass Street from Benton to Throop	No Parking - Tow Away Zone
Johnson Street from Cass to Calhoun	No Parking - Tow Away Zone
Van Buren Street from Johnson to Benton	No Parking - Tow Away Zone
Benton Street from Van Buren to E. Judd	No Parking - Tow Away Zone
Jackson Street from Throop to Jefferson	No Parking - Tow Away Zone
Dean Street from Van Buren to Calhoun	No Parking - Tow Away Zone

Section Two. That the Public Works Department and its Director are hereby authorized and directed to place the appropriate signs authorized by these temporary traffic regulations.

Section Three. That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section Four. That this ordinance shall be known as Ordinance No. _____ and shall be in full force and effect from and after its passage and approval.

Passed by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois, and approved this 3rd day of May, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Brian Sager, Ph.D., Mayor

Attest:_____
City Clerk

ORDINANCE NO. _____

AN ORDINANCE IMPOSING CERTAIN TEMPORARY PARKING RESTRICTIONS IN THE CITY OF WOODSTOCK, MCHENRY COUNTY, ILLINOIS ON SUNDAY, OCTOBER 16, 2016

WHEREAS, Raffel Road, Haydn Street, Sweetwater Drive, Roger Road, Manke Lane, and Ware Road are public thoroughfares in the CITY OF WOODSTOCK, McHenry County, Illinois; and,

WHEREAS, it is an appropriate exercise of the police power of the CITY OF WOODSTOCK, McHenry County, Illinois to limit, regulate or otherwise control parking along said access drive and public streets in order to reduce hazards.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois as follows:

Section One. That there is hereby imposed the following parking restrictions which shall be in effect from 5:00 a.m., to 1:00 p.m., on Sunday, October 16, 2016:

Location	Restriction
Both sides of Raffel Road from Woodstock North High School to Manke Lane	No Parking - Tow Away Zone
Both sides of Haydn Street from Raffel Road to Ware Road	No Parking - Tow Away Zone
Both sides of Sweetwater Drive From Ware Road to Roger Road	No Parking - Tow Away Zone
Both sides of Roger Road from Sweetwater Drive to Manke Lane	No Parking – Tow Away Zone
Both sides of Manke Lane from Roger Road to Raffel Road	No Parking – Tow Away Zone

Both sides of Ware Road 30' east and west of the Haydn Street right-of-way line	No Parking – Tow Away Zone

Section Two. That the Department of Public Works and its Director are hereby authorized and directed to place appropriate signs in the above designated areas to denote the parking restrictions herein established.

Section Three. That all ordinances or parts of ordinances in conflict are hereby repealed to the extent of such conflict.

Section Four. That this ordinance shall be known as Ordinance No._____ and shall be in full force and effect from and after its passage, approval and publication as is required by law.

PASSED by the City Council of the CITY OF WOODSTOCK, McHenry County, Illinois and approved this 3rd day of May, 2016.

Ayes:
Nays:
Abstentions:
Absentees:

_____
Brian Sager, Ph.D., Mayor

Attest:

_____
City Clerk

City of WOODSTOCK

Finance Department
121 W. Calhoun Street
Woodstock, Illinois 60098
815/338-4300
Fax 815/334-2267

Memo

To: Roscoe Stelford, City Manager

From: Paul N. Christensen, Finance Director

Date: April 25, 2016

Re: Home Rule Policy

Staff was tasked with investigating the Village of Downers Grove's Home Rule Policy presented for Council's consideration at the April 5th meeting. In addition, the City Administration has inquired and completed research regarding similar policies adopted by other Home Rule communities.

Surveys/Research:

The City Administration surveyed members of the Illinois Government Finance Officers Association (IGFOA), Illinois City/County Management Association (ILCMA) and the International City/County Management Association (ICMA) to determine if any other municipalities have passed a similar resolution/policy. An email was also sent to the Citizen Advocacy Center with the same request. Out of the more than 200 existing Home Rule municipalities in Illinois, only two additional municipalities, beyond the Village of Downers Grove, have been identified where a self-imposed tax limitation or more extensive process for increasing taxes has been implemented.

Village of Downers Grove Home Rule Policy:

The Village of Downers Grove automatically received Home Rule designation after the completion of the Illinois Constitutional Convention because its population exceeded 25,000. Downers Grove adopted the required Ordinance to establish Home Rule on July 6, 1971. To respond to a contingency of residents interested in forwarding a referendum to rescind Home Rule, the Village of Downers Grove adopted a Resolution at the following meeting. The original Resolution adopted by Downers Grove has been attached as *Addendum A* for your review. The resolution has been revised and updated over the years.

Even with a self-imposed limitation on Home Rule tax increases in place in the form of the Resolution, a 2006 referendum question was placed on the ballot through resident petition requesting voters revoke the Village of Downers Grove's Home Rule powers. According to the minutes for the meeting following the election, the referendum failed by a 3:1 margin.

After consulting with the Village of Downers Grove, we have confirmed that the Ordinance initially presented for City Council's consideration and attached as *Addendum B* has been repealed and replaced with an Official Village Policy Regarding Ethical Standards. That policy includes a section addressing the Village's use of Home Rule powers for taxation. For City Council's reference, the entire Home Rule section of the current policy is attached for your review as *Addendum C*.

The new Home Rule policy adopted by Downers Grove is very similar in nature to the one presented to the City Council on April 5th, except for one recurring modification. The original Downers Grove policy *mandated* a process which had to be followed if a tax was to be considered under Downers Grove's Home Rule authority. In contrast, the current version has the word *may* inserted at certain steps of the process. Specifically, the current policy for the Village of Downers Grove has two main provisions that *MAY* be followed at the discretion of the Village Manager and/or Council: a notification period and a potential advisory referendum component.

Notification Period:

Based on the Village of Downers Grove's policy, before adopting an Ordinance that is not authorized under the provisions of the Illinois Municipal Code for municipalities that are not Home Rule units, the Village Manager *may* recommend to the Village Council that 1) a summary of the proposed ordinance be published in a local newspaper and 2) copies of the proposed ordinance be made available for public distribution at the Village Library and Village Hall. Further, the Village Manager *may* also recommend to the Village Council that 3) a statement setting forth the intended use of the additional revenue to be derived from such tax be prepared and published and 4) that a public hearing be held with respect to the proposed tax at which any person interested in the subject matter of such proposed ordinance may appear, in person or by attorney, and submit statements and documentary evidence. If such hearing is scheduled, the time and place must be published at least once, seven days or more in advance of the date of hearing in a local newspaper.

As identified, the current policy adopted by the Village of Downers Grove subjects these policies to the *discretion* of the Village Manager and Council; that is, they are not mandatory.

It is important to note that, even with the attainment of Home Rule, the City of Woodstock would continue to be required to include any action item (e.g., adoption of a new tax or increase or decrease of an existing tax) on a public meeting agenda and adopt an ordinance before it could impose a new tax or increase or decrease an existing tax. Specifically, any consideration of such ordinance would have to take place in accordance with the *Illinois Open Meetings Act* and at a duly-noticed public meeting. Furthermore, Council's decisions to impose new taxes or increase or decrease existing taxes could be reversed at any time at a future Council meeting or by subsequent Councils.

Enhanced procedural requirements do not guarantee a given municipality, Home Rule or non-Home Rule, will not impose new taxes or increase or decrease existing taxes. While more research may be required, it appears the Village of Downers Grove, which has adopted an enhanced policy, has in fact exempted from that policy those taxes eligible to be considered by Non-Home Rule communities in the State of Illinois. The relevant language of the policy states,

"Prior to adoption of an ordinance that is not authorized under the provisions of the Illinois Municipal Code (Illinois Compiled Statutes, Chapter 65) for municipalities that are not home rule units…"

Examples of provisions of the Illinois Municipal Code for *municipalities that are not home rule units* include the right and opportunity to impose property taxes, various utility taxes and hotel/motel taxes. All of these may currently be imposed by Illinois non-Home Rule communities, including the City of Woodstock.

In the instance of Downers Grove, non-Home Rule taxes such as utility taxes and an identified 4.5% hotel/motel tax are exempted from the policy. The policy applies to only Home Rule taxes such as the 1.0% Home Rule sales tax and a $0.015/gallon Home Rule fuel tax Downers Grove has also imposed. They are afforded such opportunities under State Law and have determined it to be in the best interests of the Village and its residents to do so.

Advisory Referendum:

The Village of Downers Grove has language within the attached policy that also provides for Council's consideration of petitions requesting an *advisory referendum* on a proposed new tax or tax increase or decrease ordinance. Specifically, the policy provides for a window of opportunity in which petitions for an advisory referendum may be filed with the Village Clerk. If, following a possible public hearing and at least three business days prior to a vote on the adoption of a tax ordinance, petitions are filed containing signatures of eligible voters in the Village equal to 10% or more of the total votes cast for the office of Mayor at the last preceding election of Mayor, the petitions will be presented to the Village Council prior to ordinance adoption and the Village Council *shall consider the merits* of presenting the issue to voters via advisory referendum. It is important to note that, even in the presence of actualized petitions, the Village's current policy does not automatically *require* the municipality to submit an advisory referendum question to a vote by the residents.

While an advisory referendum would provide additional input from residents for Council's consideration on questions of taxation, placing an advisory referendum on the ballot is no less cumbersome than any other referendum placed before the public. Some considerations include the:

1. Timing required to move a question to referendum in a general election cycle which, in some instances, could be up to 18 months…
    a. some may consider the inherent delay to place a referendum question on the ballot to be restrictive of Council's ability to react in a timely and flexible manner;
    b. others may consider such a delay as providing an appropriate time to consider the weight and consequence of the underlying question.
2. Legal costs associated with…
    a. constructing the referendum question in accordance with State Law,
    b. possible court challenges, and
    c. increased FOIA requests.

3. Costs associated with educating the community on the question, with the City's participation in the referendum process limited to providing factual information…
    a. those opposed to the issue may be concerned the City's information goes beyond those limits, and
    b. those in favor may express concerns the City is not providing enough information.
4. Voter turnout; and
5. The City Council is under no obligation to follow or abide by the majority opinion expressed in an advisory referendum vote, rather to consider the outcome in its deliberations…
    a. residents may not understand, and
    b. residents may have false expectations.

Moreover, if the proposed provision is adopted by the City of Woodstock, the number of voters required for an advisory referendum (using the statistics from the last Woodstock Mayoral election) would be 143, which represents less than 1% of the City's current population. In comparison, the last Mayoral election in Downers Grove resulted in 8,803 votes cast, requiring a petition signed by 881 registered voters.

Again, it is important to note that, the establishment of new taxes, or the increase or decrease of an existing tax, can be reversed by the City Council at a future meeting or by a future Council, if the tax proves to be problematic or massively unpopular. Because it is likely that any new tax would be imposed to generate revenue to address priority community needs, before any tax is repealed, the Council would need to identify and implement expenditure reductions to offset the loss in revenue.

Village of Oakbrook Terrace/Village of Lincolnwood Tax Cap Policy:

The Village of Oakbrook Terrace and the Village of Lincolnwood both obtained Home Rule status by referendum on their third attempts. Both of the communities imposed a Tax Cap Ordinance to address concerns expressed by voters following the two previous failed referenda. The tax caps are modeled after the PTELL law and essentially restrict their property tax power to the same power they held as non-Home Rule communities.

The text from the relevant Municipal Code Section for the Village of Oakbrook Terrace is as follows:

> *35.095 LIMITATION ON PROPERTY TAX EXTENSION.*
>
> *(A) Any increase in the amount levied and extended upon all taxable real property located within the city, exclusive of the amount levied and extended against new improvements or additions to existing improvements that increase the assessed value of those properties during the levy year, and exclusive of any levy for debt service on bonds issued by the city prior to November 5, 2002, shall be limited to 105% of the previous year's tax extension, or the percentage increase in the Consumer Price Index for all Urban Consumers (CPI-U) for the Midwest Region as specified by the United States Department of Labor Statistics, whichever is less.*

(B) The percentage of increase, if any, shall be based on the difference between the amount of the tax extension for the calendar year preceding the current levy year, and the amount proposed to be levied during the current levy year.
(Ord. 02-47, passed 12-18-02; Am. Ord. 05-48, passed 4-11-06)

Conclusions:

The notice and hearing provision of the Downers Grove policy should not cause an undue burden to future planning and would give residents an opportunity to voice their opinion to the Council. Therefore, the Council may want to consider requiring some form of prior notification to the public about potential new taxes, tax increases or decreases, similar to the Downers Grove policy. The City's default practices are likely more than sufficient to address these concerns, as a new tax, tax increase or decrease, would likely be discussed within a workshop forum, which is a public meeting, and then again considered at a regular City Council meeting, assuming no immediate unforeseen emergency which would require a future Council to have to consider a question in an expedited manner (e.g., a significant and immediate reduction to State-shared revenues). However, adoption of a notice policy would provide a formal statement of intent on behalf of the City and outline a practical procedure to the benefit of residents and public participation.

The advisory referendum requirement, on the other hand, could impair the City by inhibiting the Council's ability to properly react, plan, and govern in a timely manner. In addition, moving forward with a petition/referendum process would likely result in the municipality incurring additional costs. The Council should thoroughly consider the ramifications of implementing such a provision. Further and as previously mentioned, Downers Grove with a *possible* advisory referendum provision is the only community the City Administration could identify that provides a process that is *potentially* more extensive than that currently required by State Statutes.

If Council were to include the PTELL provision (as in the policies of the Villages of Oakbrook Terrace and Lincolnwood), it should not impact the operations of the City of Woodstock. The City has not levied the inflationary component of the PTELL law currently allowed to non-Home Rule communities for the past five years. The City's restraint in limiting its tax levy has resulted in an estimated $3.2 million in property tax savings for City residents. Expressing formal intent to continue to be self-limiting regarding the PTELL law through a PTELL policy provision similar to that of the Villages of Oakbrook Terrace and Lincolnwood would not be expected to negatively impact the financial position of the City.

Council direction is requested.

Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

Addendum A

71-81

RESOLUTION 71-81

WHEREAS, Article VII of the Constitution of the State of Illinois of 1970 (the "Constitution") became effective on July 1, 1971, and Section 6(a) of said Article provides that, except as limited by said Section 6, a home rule unit (as therein defined) may exercise any power and perform any function pertaining to its government and affairs, including but not limited to the power to regulate for the protection of the public health, safety, morals and welfare; to license; to tax; and to incur debt; and

WHEREAS, upon the effectiveness of the Constitution the Village of Downers Grove became, automatically and without further action of any kind, a home rule unit within the meaning of said Article; and

WHEREAS, the Council of the Village of Downers Grove believes that the Council should exercise the special home rule unit powers and functions under the Constitution with due care and caution, and with a view to the long-range effects that such exercise may have upon the Village and its residents, and for such reasons believes it necessary and desirable to adopt policy guidelines for the exercise of such special home rule unit powers,

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Downers Grove, Du Page County, Illinois, as follows:

1. The Downers Grove Municipal Code, as heretofore supplemented and amended, shall remain in full force and effect until further amendments thereto are duly adopted in accordance with applicable law, provided that any such amendment shall be consistent with the provisions of the Constitution and any applicable statute.

2. Prior to adoption of any ordinance that is not authorized under the provisions of the Illinois Municipal Code (Illinois Revised Statutes (1969) Chapter 24) for municipalities that are not home rule units, the Village Council will cause publication of the proposed text of such ordinance in at least two consecutive issues of a newspaper having general circulation in the Village, and shall announce the pendency of such proposed ordinance in at least two consecutive meetings of the Village Council.

3. Prior to adoption of any ordinance imposing a tax on any person or property in the Village that is not authorized under the provisions of the Illinois Municipal Code for municipalities that are not home rule units, the Village Council will follow the following procedure:

(a) The Council shall cause preparation of a statement setting forth the intended use of the additional revenue to be derived from such tax and shall cause publication of such statement along with the publication of the text of the proposed ordinance, referred to in paragraph 2 above.

(b) The Mayor shall cause one or more public hearings to be held with respect to the proposed ordinance.

to be presided over by the Mayor or the Mayor Pro-Tem, or by some other person designated for such purpose by the Mayor, at which any person interested in the subject matter of such proposed ordinance may appear, in person or by attorney, and submit statements and documentary evidence to the person conducting such hearing. Notice of the time and place of such public hearing shall be published at least once seven days or more prior to the date of such hearing in a newspaper having general circulation in the Village.

(c) The Village Council shall receive all petitions and written statements supporting or opposing such proposed ordinance. If petitions opposing such proposed ordinance shall contain signatures of Village residents equal to 10% or more of the total votes cast for Mayor at the last preceding election for Mayor, it shall be the policy of the Village Council to hold a general referendum on such proposed ordinance. If the majority of the persons voting at such referendum are opposed to such proposed ordinance, it shall be the policy of the Village Council not to adopt such ordinance.

4. Prior to adoption of any ordinance that would impose a special tax or so-called "differential" tax on any specified persons or property within a portion (but not all) of the Village, the procedures set forth in paragraph 2 above shall be followed, except that:

(a) in addition to the notice provisions set forth in paragraphs 2 and 3(a) above, the Village Manager will be directed to use his best efforts to give actual notice by the best practicable means available to all persons who would be affected by such ordinance; and

(b) the referendum policy set forth in paragraph 3(c) above shall not be applicable to such ordinance.

5. From time to time at regular intervals after the date of the adoption of this Resolution, the Council will review the provisions of this Resolution and, if necessary or desirable, make additions or amendments hereto.

6. Notwithstanding anything to the contrary in the foregoing provisions of this Resolution, any ordinance or resolution hereafter adopted by proper action of the Village Council in compliance with applicable law shall not be invalidated, impaired or affected in any way by non-compliance or alleged non-compliance with any one or more provisions of this Resolution.

7. Any and all resolutions in conflict with the provisions of this Resolution are hereby repealed.

71-81

8. The provisions of this Resolution shall become effective immediately upon its passage and approval.

Mayor

Passed: July 26, 1971

Approved: July 26, 1971

Attest:

Published: July 28, 1971

Village Clerk

Downers Grove Resolution

Request for resolution / discussion item for council meeting agenda **April 5, 2016**

When Downers Grove obtained its home rule status, the Village Council instituted a "Home Rule Policy" to address citizen concern regarding the potential abuse of power. The Policy reads that prior to the adoption of any ordinance imposing a home rule tax on any person or property in the Village (not including property tax extensions), the Council must publish for general circulation a statement about the proposed tax, as well as, an explanation of how the revenue will be used. Seven to ten days later, the Council is to conduct a public meeting regarding the proposed ordinance. The Council will not vote on the ordinance for at least two Village Council meetings, allowing citizens enough time to submit a petition opposing the ordinance (the petition must contain 10% of the voters from the last Mayoral election). If an opposing petition is submitted, the Village Council will hold an advisory referendum and if a majority of voters oppose the tax ordinance, the Council will not adopt such ordinance.

Excerpt from educational brochure "Home Rule and You" (page 5, paragraph 4)

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Citizen Advocacy Center
182 N. York St.
Elmhurst, IL 60126
630-833-4080 Phone
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www.citizenadvocacycenter.org

Request submitted by:

Scott Gessert
810 Gerry St
Woodstock IL 60098
815-334-0422
scottgessert@gmail.com

Downers Grove Home Rule Policy

13 Home Rule. The Village Council agrees to respect the Home Rule authority granted to the Village by the Illinois Constitution of 1970 and further agrees to act openly, thoughtfully and with restraint when exercising such. It is recognized that a home rule unit (as therein defined) may exercise any power and perform any function pertaining to its government and affairs, including but not limited to the power to regulate for the protection of the public health, safety, morals and welfare; to license; to tax; and to incur debt. Upon the effectiveness of the Illinois Constitution the Village of Downers Grove became automatically and without further action of any kind, a home rule unit within the meaning of said Article. The Village of Downers Grove believes that the Council should exercise the special home rule unit powers and functions under the Constitution with due care and caution, and with a view to the long-range effects that such exercise may have upon the Village and its residents. Prior to adoption of an ordinance that is not authorized under the provisions of the Illinois Municipal Code (Illinois Compiled Statutes, Chapter 65) for municipalities that are not home rule units, the Village Manager may recommend to the Village Council that a summary of the proposed ordinance be published in a newspaper having general circulation in the Village and that copies of the proposed ordinance be made available for public distribution at the Downers Grove Library and Village Hall. Prior to adoption of any ordinance imposing a tax on any person or property in the Village that is not authorized under the provisions of the Illinois Municipal Code for municipalities that are not home rule units, the Village Manager may recommend to the Village Council that a statement setting forth the intended use of the additional revenue to be derived from such tax will be prepared and published and that a public hearing be held with respect to the proposed tax to be presided over by the Mayor or the Mayor Pro-Tem, or by some other person designated for such purpose by the Mayor, at which any person interested in the subject matter of such proposed

ordinance may appear, in person or by attorney, and submit statements and documentary evidence to the person conducting such hearing. Notice of the time and place of such public hearing will be published at least once, seven days or more prior to the date of such hearing, in a newspaper having general circulation in the Village. Further, the Village Council will consider the minutes of the public hearing, as well as the written statements submitted as part thereof. If, following a public and at least three business days prior to a vote on adoption of the ordinance petitions opposing such proposed ordinance are filed with the Village Clerk containing signatures of eligible voters in the Village equal to 10% or more of the total votes cast for the office of Mayor at the last preceding election of Mayor, the petition will be presented to the Village Council prior to ordinance adoption and the Village Council shall consider the merits of presenting the issue to voters via advisory referendum.

City of
WOODSTOCK

Human Resources Department
Deborah Schober, Director
121 W. Calhoun Street
Woodstock, Illinois 60098

phone 815.338.1172
fax 815.338.2264
humanresources@woodstockil.gov
www.woodstockil.gov

MEMORANDUM

To: Mr. Roscoe Stelford, City Manager
Honorable Mayor and City Council Members

From: Deb Schober, Human Resources Director

Date: April 28, 2016

Re: Approval and Adoption of Proposed Separate Collective Bargaining Agreements between the City of Woodstock and Fraternal Order of Police Lodge #191 Covered Members – Unit A and Unit B

On behalf of the City's Negotiating Team, I am pleased to present the City Council with two separate proposed collective bargaining agreements between the City of Woodstock and the FOP Lodge #191, representing all of the covered members of Unit A (Police Officers) and Unit B (Telecommunicators and Records Clerks) for the Woodstock Police Department. The proposed collective bargaining agreements were ratified by the covered members on Wednesday, April 27th.

As a matter of background, the City's Negotiating Team – comprised of myself, Chief Lowen and Deputy Chief Lieb – started deliberations on November 16, 2015 with the FOP's Bargaining Teams – comprised of Officers Dolan, Fink, Karnath, Pauley, and Vorderer, Telecommunicator McKendry, and FOP Representative Kevin Krug. It is important to note that both teams worked professionally and in partnership to reach the proposed collective bargaining agreements that are being presented for approval.

As the contract negotiation process can be extremely taxing, the City Administration wishes to recognize the significant involvement and commitment of the representatives of the City's Negotiating team and the FOP Bargaining Team in reaching the attached proposed agreements.

RECOMMENDATION:

Therefore, it is recommended that the City Council approve and authorize the Mayor, City Clerk, and City Administration to execute the attached (1) "Collective Bargaining Agreement between the City of Woodstock and the Illinois Fraternal Order of Police Labor Council/Woodstock Lodge #191 for Unit A - Police Officers" for the period of May 1, 2016 through April 30, 2020 identified as Document #__10__ and (2) "Collective Bargaining Agreement between the City of Woodstock and the Illinois Fraternal Order of Police Labor Council/Woodstock Lodge #191 for Unit B - Telecommunicators and Records Clerks" for the period of May 1, 2016 through April 30, 2018 identified as Document #__11__.

Reviewed and Approved by:

Roscoe C. Stelford III
City Manager

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE CITY OF WOODSTOCK

AND THE

ILLINOIS FRATERNAL ORDER OF POLICE

LABOR COUNCIL / WOODSTOCK LODGE #191

UNIT A – POLICE OFFICERS

May 1, 2016~~3~~ – April 30, 2020~~16~~

Unit A ~~& B~~ Membership Ratified, ~~November 11, 2013~~ April 27, 2016

Adoption by Woodstock City Council, May 3, 2016~~November 19, 2013~~

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ARTICLE 1 - RECOGNITION

Section 1. Unit Description

The City hereby recognizes the Illinois Fraternal Order of Police Labor Council ("Council") as the sole and exclusive collective bargaining representative for the purpose of collective bargaining on matters relating to wages, hours, and other terms and conditions of employment as follows:

- *Unit A - Peace Officer Unit:*
  - Included: all full-time sworn Peace Officers in the ranks of patrol and below.
  - Excluded: all supervisory, managerial and confidential employees and all other employees of the City of Woodstock

- ~~*Unit B - Telecommunicator Unit:*~~
  - ~~Included: all full-time Telecommunicators, Records Clerks, and Parking Enforcement Officers.~~
  - ~~Excluded: all supervisory, managerial and confidential employees and all other employees of the City of Woodstock~~

Whenever "covered members" are denoted in the Labor Agreement ("Agreement"), such shall refer to the following full-time job classifications of bargaining unit employees covered by this Agreement: Patrol Officers and~~,~~ Detectives~~, Telecommunicators, Records Clerks and Parking Enforcement Officers~~.

Section 2. Supervisors

Supervisors may continue to perform bargaining unit work which is incidental to their jobs. They may also perform bargaining unit work in emergency situations and where such work is necessary to train a covered member. Such work by supervisors may result from but shall not cause any layoffs of covered members.

Section 3. Short-Term/Part-Time Employees

The City may continue to utilize the services of short-term and part-time employees to perform bargaining unit work in accordance with past practice. Such utilization shall not cause layoffs of covered members. The job duties and functions shall not be substantially increased, or expanded, beyond what they presently are except as denoted below for the term of this Agreement.

The parties to this Agreement agree that part-time sworn Police Officers certified by the State of Illinois will only be utilized for newly contracted work not currently being performed by full-time Unit A covered members. Such part-time Officers shall only perform work outside of the corporate limits of the City of Woodstock except in cases of mutual aid assistance. Community Service Officers (CSO) may be used for Adjudication Court and civilian/fee based finger-printing, in addition to the duties and work assignments that the CSO performed prior to this Agreement, such as: lockouts, downtown parking enforcement, house checks and park patrol.

~~The parties to this Agreement agree that part-time Telecommunicators shall have the same certifications as required for the full-time Telecommunicators and may be utilized for work being performed by full-time Telecommunicators in Unit B.~~

~~The Employer agrees with the following obligations and requirements:~~

- ~~Except under circumstances of layoff, telecommunication center shutdown, disciplinary termination, resignation, or retirement the following covered members shall retain their full time status:~~
  - ~~Yesenia Carreno~~
  - ~~Jan DeFrancesca~~
  - ~~Patricia Eichenger~~
  - ~~Kathi Gallagher~~
  - ~~Pamela Hess~~
  - ~~Robin Karolweicz~~
  - ~~Kim Kogler~~
  - ~~Amy McKendry~~
  - ~~Chad Peterson~~
  - ~~Tami Soto~~
  - ~~Natalie Walker~~
- ~~No part-time employee remain employed while any Unit B covered member is on a layoff.~~
- ~~With the exception of designated holidays, part-time employees may be utilized for Unit B coverage for scheduled vacations and leaves of absence of three (3) or more consecutive days. Coverage not provided by part-time employees during such periods and all other coverage necessary shall be obtained pursuant to Article 29 of the Agreement and practice for Unit B.~~
- ~~When a Unit B shift shortage occurs with less than twenty-four (24) hours notice, the shift shall be offered in compliance with the overtime call-out procedure memo revised and reissued June 7, 2000. Part-time employees will be placed at the bottom of the call-out list and only offered the shift after all covered members have declined the overtime. Covered members may be ordered back only after all part-time employees have declined the shift coverage.~~
- ~~No part-time employee shall cause any covered member to switch or be bumped off any shift or assignment.~~

ARTICLE 2 - MANAGEMENT RIGHTS

The City shall not be required to bargain over matters of inherent managerial policy, which shall include, but not be limited to, such areas of discretion or policy as the functions of the City, standards of services, its overall budget, the organizational structure, and selection of new employees.

All rights, powers, functions, and authority which the City had prior to the signing of this Agreement are retained by the City except those rights, powers, functions or authority which are expressly and specifically abridged, modified or limited by this Agreement or the Illinois Public Labor Relations Act, and then only to the extent so specifically and expressly abridged, modified or otherwise limited as mandatory subjects of bargaining.

The rights which are vested exclusively in the City, except as abridged by a specific provision of this Agreement, include, but are not limited to, the right: to determine the organization and operations of the Police Department; to determine and change the purpose, composition, and function of each of its constituent departments and subdivisions; to set standards for the services to be offered to the public; to direct the employees of the Department, including the right to assign work and overtime; to determine the overall budget; to hire, examine, classify, select, promote, train, transfer, assign, and schedule employees; to increase, reduce or change the composition and size of the work force, including the right to lay off employees due to lack of work or funds or other reasons; to subcontract work when necessary or proper; to establish or modify work schedules and to determine the number of and specific hours worked; to establish, modify, combine or eliminate job positions and classifications; to change, modify or introduce new methods, equipment or facilities; to maintain continuity of service, order and efficiency; to require

employees to observe published reasonable rules and regulations; to promulgate personnel policies and practices not inconsistent with the express provisions of this Agreement; to suspend, demote, discharge or otherwise discipline for just cause and, in connection therewith, to add, delete or alter policies, procedures, rules and regulations; to establish, implement and maintain an effective internal control program; to determine and manage all matters which are not subject to interest arbitration pursuant to Section 14(I) of the Illinois Public Labor Relations Act or about which the City is not required to bargain in accord with Section 4 of the Illinois Public Labor Relations Act.

The City shall have the right to take any and all actions as may be necessary to carry out the mission of the City and the Police Department in the event of civil emergency as may be declared by the Mayor, City Manager, Police Chief or their authorized designees; and to determine in the sole discretion of the City Manager, that civil emergency conditions exist, which may include, but are not limited to, riots, civil disorders, tornado conditions, floods or other catastrophes.

ARTICLE 3 - F.O.P. REPRESENTATIVES

Section 1. Grievance Processing

For the purpose of aiding or assisting or otherwise representing covered members in the processing of grievances or in exercising other rights set forth in this Agreement, any one (1) of the designated six (6) person Grievance Committee shall be permitted the actual time of the Employer-covered member meeting, and a pre-conference, and post-conference, meeting of up to one-half (½) hour each, if necessary, without loss of pay. These activities cannot interfere with or restrict the effective operations of the Police Department. The Employer-covered member meeting shall typically be held during the grieving covered member's off-duty time.

Section 2. Delegates to F.O.P. Conferences

Any covered member chosen as a delegate to any F.O.P. state or national conference may, upon written application approved by the Council and submitted to the City with at least fourteen (14) days' notice, be given a leave of absence without loss of pay, by use of compensatory time, vacation time, or floating holiday, for the period of time required to attend such convention or conference, provided this period of time shall not exceed six (6) working days and provided that giving such a leave of absence does not unduly interfere with or restrict the effective operations of the Police Department. No more than two (2) covered members in any one (1) bargaining unit, and no more than three (3) covered members from the combined bargaining units, shall be approved for leave as provided in this Section in any calendar year. However, only one (1) covered member from Unit B may be granted a leave of absence under this Section at any given time.

Section 3. Council Negotiating Team

Both the City and Council shall endeavor to schedule negotiations at a time which will not interfere with the work schedule of any of the members of the negotiating team. When a negotiation session is scheduled, however, the Council shall inform the City which members of its negotiation team it wants to attend the session. Should a meeting time be required and agreed upon by both sides, and occur when a negotiating team member is scheduled to work, then one (1) member of the negotiating team shall be excused from regular duty without loss of pay for the length of time of the negotiating session. If a Council negotiating team member is in a regular off-duty status or off-hours status that member shall not be compensated for attending the negotiation session.

ARTICLE 4 - BILL OF RIGHTS

If the inquiry, investigation or interrogation of any covered member in Unit A could result in the recommendation of removal, discharge, or suspension in excess of three (3) days the City shall follow the procedures set forth in Chapter 50, Sections 725/1 et seq. of the Illinois Compiled Statutes. In the City's sole discretion, the covered member may be relieved of duty pending a formal hearing and shall receive all ordinary pay and benefits, as he/she would have if he/she were not charged. The covered member shall have the right to be represented at such an inquiry, investigation or interrogation by a Council representative. In the case of suspensions pending recommended discharge, the covered member may be relieved of duty without pay for a period of up to thirty (30) days during which time a hearing shall be held on the recommended discharge.

ARTICLE 5 - NON-DISCRIMINATION

Section 1. Equal Employment Opportunity

The City will continue to develop and apply equal employment practices for its employees.

Section 2. Prohibition Against Discrimination

Neither the City nor the Council will discriminate against any employee on the basis of race, sex, sexual orientation, creed, religion, color, age, national origin, ancestry, parental status, marital status, veteran status, citizenship, perceived disability, or disability. Complaints of discrimination under this Article shall not be subject to the grievance and arbitration article of this Agreement.

Section 3. Union Membership or Activity

Neither the City nor the Council shall interfere with the right of employees covered by this Agreement to become members of the Council, and there shall be no discrimination against any such employees because of lawful Council membership or non-membership activity or status.

Section 4. Americans With Disabilities Act

During the term of this Agreement the parties agree to modify this Agreement in any way necessary to conform to the provisions of the Americans with Disabilities Act.

ARTICLE 6 - DUES DEDUCTION AND FAIR SHARE

Section 1. Dues Deduction

During the term of this Agreement, the City will deduct from each covered member's paycheck the appropriate Council dues for each covered member in the bargaining units who has filed with the City a written authorization form, a copy of which is attached hereto as Exhibit 1. The City shall remit such deductions monthly to the Illinois Fraternal Order of Police at the address designated by the Council.

The City agrees to notify the Council of any change in employee status including but not limited to new hires, resignations, etc., within thirty (30) days of the effective date of said change.

During the term of this Agreement, the Council may change the fixed, uniform dollar amount of Council dues by providing the City thirty (30) days' notice of any such change.

If for a given month a covered member has no earnings or insufficient earnings to cover the amount of dues deduction, the Council shall be responsible for the collection of that covered member's dues. The Council agrees to refund to the covered members any amounts paid to the Council in error on account of this dues deduction provision. Covered members may revoke their voluntary dues deduction by notifying the Council and the City by certified mail-return receipt requested and providing thirty (30) days advance notice.

Section 2. Fair Share

During the term of this Agreement, employees covered by the terms of this Agreement who are not members of the Council shall, commencing thirty (30) days after their employment or thirty (30) days after the effective date of this Agreement, whichever is later, pay a fair share fee to the Council for collective bargaining and Agreement administration services rendered by the Council. The Council shall submit to the City a list of employees covered by the Agreement who are not members of the Council and an affidavit which specifies the amount of the fair share fee. The fair share fee shall not include contributions related to the election or support of any candidate for political office, or for any member only benefit.

The Council agrees to assume full responsibility to ensure full compliance with the requirements laid down by the United States Supreme Court in Chicago Teachers Union v Hudson, 106 U.S. 1066 (1986), with respect to the constitutional rights of fair share payers.

Section 3. Indemnification

The Council agrees to indemnify and hold harmless the City and its elected representatives, officers, administrators, agents, and employees from and against any and all claims, demands, actions, complaints, suits, or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the City for the purpose of complying with the provisions of this Article, or in reliance on any written deduction authorization furnished under this Article.

ARTICLE 7 - MAINTENANCE OF STANDARDS

All economic benefits which are not set forth in this Agreement and which are currently in effect shall continue and remain in effect until such time as the City shall notify the Council of its intention to change them. Upon such notification, and if requested by the Council; the City shall meet and discuss such change before it is finally implemented by the City. Any change made without such notice shall be considered temporary pending the completion of such meet and confer discussions. If the Council becomes aware of such change and has not received notification from the City, the Council must notify the City as soon as possible and request discussions if such discussions are desired. The failure of the Council to request discussions shall act as a waiver of the right to such discussions by the Council. No past economic practice, however, shall be construed so as to supersede or alter the plain meaning of the express provisions of this Agreement, nor shall this Article be deemed to restrict management rights as outlined in this Agreement.

ARTICLE 8 - BULLETIN BOARDS

The City shall provide the Council with designated space on available bulletin boards, or provide bulletin boards on a reasonable basis where none are available, for the posting of official Council material of a non-political, non-inflammatory nature. The Council agrees not to post any material that would discriminate against any employee or person as defined in Article 5, Section 2 of this Agreement. The Council agrees that material relative to Council business and its membership shall be posted upon such bulletin boards and shall include, but not be limited to, notices of social and recreational affairs, Council

meetings, appointments, news articles, elections, reports, and other normal business. Other than in employees' Department mailboxes, there shall be no distribution or posting of notices or any other kind of literature or materials upon the City's property by employees or by the Council except as herein provided. The City will also designate a space for the Council to maintain a file cabinet, to be provided by the City, within the police department.

ARTICLE 9 - LOCATION OF MEETINGS

All meetings provided for in this Agreement or required by law as a result of this Agreement shall be held in Woodstock, Illinois unless mutually agreed otherwise.

ARTICLE 10 - INDEMNIFICATION

Section 1. City Responsibility

The City will indemnify employees in accordance with the provisions of applicable Illinois law.

Section 2. Legal Representation

An employee shall have legal representation provided by the City in any civil cause of action brought against the employee resulting from or arising out of the performance of his/her official duties.

Section 3. Cooperation

Employees shall be required to cooperate with the City during the course of the investigation, administration or litigation of any claim arising under this Article.

Section 4. Applicability

The City will provide the protections set forth in Section 1 and Section 2 above only so long as the employee was acting within the scope of his/her employment and where the employee cooperates, as defined in Section 3, with the City in defense of the action or actions or claims. Acts of willful misconduct are not covered by this Article.

ARTICLE 11 - PERSONNEL FILES

Section 1. Inspection of Personnel Files

The City's personnel files, which include disciplinary history records applicable to the three (3) year period provided for in Section 3 of this Article, relating to employee shall be open and available for inspection by that employee, or his/her authorized representative, during regular business hours or non-working hours, as determined by the City, upon reasonable written request made in advance. If a file is to be inspected by an employee's authorized representative that representative must also be identified in writing. The employee or the employee's representative shall not be permitted to remove any part of the personnel file from the premises but may have copies of documents made upon payment therefore. The employee or the employee's authorized representative shall not have access to any of the documentation or information as indicated in the exceptions to the Illinois Personnel Record~~s~~ Review Act (Chapter 820 ILCS Sections 40/1 et seq.). Investigative files which relate to on-going investigations shall not be available for

inspection until after the investigation has been completed or there has been an adjudication of related charges, whichever is later.

Section 2. Material Not Available for Inspection

It is agreed that any material and/or matter not available for inspection, except as it relates to on-going investigations such as provided for in Section 1 above, shall not be used in any manner or any forum adverse to the employee's interest unless first made available to the employee, if possible, at least three (3) days before it is so used.

Section 3. Non-Reliance of Files

Disciplinary investigation files will not be relied upon for the purposes of further progressive discipline by the City three (3) years after the date from which the incident occurred or the date upon which the discipline was imposed, whichever is later, unless the investigation relates to a matter which has been the subject of either civil or criminal court litigation prior to the expiration of the three (3) year period, or unless further discipline has occurred. In such instance, the case file normally will not be relied upon for purposes of further progressive discipline three (3) years after the date of the final court adjudication unless further discipline has occurred. When the investigation relates to a matter which has not been the subject of either civil or criminal court litigation prior to the expiration of the aforementioned three (3) year period but further discipline has occurred, if no other discipline occurs for a three (3) year period following the last disciplinary date, the case file will not be relied upon for purposes of further progressive discipline.

Any information of an adverse employment nature which may be contained in any unfounded, exonerated, or otherwise not sustained file, shall not be used against the employee in any future proceedings. Any record of summary punishment (i.e., oral or written reprimand, suspension of five (5) days or less, which was issued by the Chief of Police) may be used for a period of time not to exceed three (3) years and shall thereafter not be used to support, or as evidence of, adverse employment action, so long as further formal discipline has not been imposed upon the employee during such three (3) year period. As appropriate, the City shall notify the Woodstock Police Pension Board when an officer is suspended without pay.

Section 4. Notice of Placement in File

An employee shall be notified when an evaluation, commendation, or record of disciplinary action is placed in his/her personnel file. A copy of an evaluation, commendation, or record of disciplinary action shall be made accessible to the employee within a reasonable time after it is placed in the employee's personnel file. No citizen's complaint shall be placed in an employee's personnel file unless the complaint is accompanied by a specific disciplinary action related to it.

Section 5. Requirement for a Report Related to an Outside Complaint

No employee who is the subject of a complaint originating with a person outside the Police Department shall be required to write a report on that complaint unless the Chief of Police issues an Internal Complaint based on the outside complaint. If any disciplinary action is taken against the employee, the employee will be informed of the name of the complainant if the Department knows the complainant's identity. Nothing in this Section shall modify or delete any of the provisions of Article 14.

Section 6. Notification of Investigation

Upon completion of any investigation of an employee based upon a signed internal complaint or based upon a citizen's complaint, the City shall inform the employee in writing regarding the subject matter of the investigation and its disposition.

ARTICLE 12 - WORKING OUT OF CLASSIFICATION

Any Unit A covered member who works in a classification senior to that in which he/she normally works for at least two (2) hours on a shift shall be paid the hourly wage equal to that senior classification, based on the seniority of the affected covered member, for those hours worked in that senior classification. The classifications are Detectives and Patrol Officers. For a Patrol Officer to act as a Detective he/she must actually be assigned to the Detective Division for an investigative function; i.e., surveillance activity as a Patrol Officer would not constitute working out of classification. ~~Parking Enforcement Officers are not eligible for working out of classification pay.~~

ARTICLE 13 - LAYOFFS

Section 1. Layoff

In the event the City determines a layoff is necessary, employees in each unit shall be laid off in such number as determined by the City unless compliance with State and Federal law requires otherwise. The City agrees to inform the Council in writing not less than ten (10) business days prior to such layoffs and to provide the Council with the names of all employees to be laid off in such notice. Business days as used in this Agreement means Mondays through Fridays except City holidays.

Section 2. Layoff Order

Probationary employees and short-term or part-time employees shall be laid off first, and then full-time employees shall be laid off ~~in affected units~~ in inverse order of seniority. Individual employees shall receive notice in writing of the layoff not less than ten (10) business days prior to the effective date of such layoff.

Section 3. Recall

Employees shall be recalled from layoff according to seniority in compliance with applicable State and Federal law. No new employees at all shall be hired ~~in Unit A or Unit B, respectively,~~ until all employees on layoff ~~in Unit A or Unit B, respectively,~~ desiring to return to work shall have been given the opportunity to return to work. An employee on layoff shall only retain recall rights for an eighteen (18) month period unless compliance with State and Federal law requires otherwise.

In the event of recall, eligible employees shall receive notice of recall either by actual notice or by certified mail, return receipt requested. It is the responsibility of any employee eligible for recall to keep the Police Department notified, in writing, at all times of his/her current address. An employee shall be considered to have terminated his/her employment if he/she does not report to work within two (2) working days after the established date for the employee's return to work, except when it is determined that the circumstances were clearly beyond the employee's control.

ARTICLE 14 - DISCIPLINE AND DISCHARGE

Section 1~~(a)~~ Discipline and Discharge for Covered Members ~~in Unit A~~

The parties recognize the principles of progressive and corrective discipline. Disciplinary action or measures for covered members ~~in Unit A~~ shall include only the following:

- Oral reprimand
- Written reprimand
- Suspension
- Discharge

Disciplinary action may be imposed upon a covered member ~~in Unit A~~ only for just cause. Any appeal of an oral reprimand or written reprimand imposed upon a covered member ~~in Unit A~~ may be processed as a grievance through the grievance procedure provided for in this Agreement. Aside from an oral reprimand or a written reprimand, any appeal of other disciplinary action or measure imposed upon a covered member ~~in Unit A~~ will be processed at the election of the covered member, through the Agreement's Article 15 - Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both.

The parties agree that only the City Administration shall have the right to suspend or dismiss a non-probationary officer for only just cause, and will not file charges with the Board of Fire and Police Commissioners. Neither the Police Chief nor the City, or their agents will file charges asking the Board of Fire and Police Commissioners to review or impose discipline on any Bargaining Unit ~~A~~ covered member; instead all such discipline shall be imposed by the City Administration and appealed per the covered member's option, either using Article 15 Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both. The affected covered member shall select in writing which appeal process he/she wishes to utilize. Once the choice of appeal process is selected the other option is no longer available to the affected covered member.

If the covered member elects to file a Step 2 grievance to his/her suspension or dismissal, the grievance shall be processed in accordance with Article 15 of this Agreement. No appeal shall be available from the Board of Fire and Police Commissioners with respect to any matter appealed through the grievance procedure. Pursuant to Section 15 of the IPLRA and 65 ILCS § 10-2.1-17, the parties have negotiated an alternative procedure based upon the grievance and arbitration provisions of this Agreement and where the City's Board of Fire and Police Commissioners only role in any discipline is to act as an appeal process, if chosen by the covered member.

~~**Section 1(b) Discipline and Discharge for Covered Members in Unit B**~~

~~The parties recognize the principle of progressive and corrective discipline.~~

~~Disciplinary action or measures for covered members in Unit B shall include only the following:~~

- ~~Oral reprimand~~
- ~~Written reprimand~~
- ~~Suspension~~
- ~~Discharge~~

~~Disciplinary action may be imposed upon a covered member in Unit B only for just cause. Any appeal of disciplinary action or measure imposed upon a covered member in Unit B may be processed as a grievance through the grievance procedure provided for in this Agreement.~~

Section 2. Limitation

The City's recognition of the principles of progressive and corrective disciplinary action does not prohibit the City in any case from imposing discipline which is commensurate with the severity of the offense. The City shall notify both the covered member and Council in writing of disciplinary action. Such notification shall reflect the specific nature of the offense and the discipline imposed. The notification to the covered member shall precede notification to the Council.

Section 3. Pre-disciplinary Meeting

For discipline other than oral and written reprimands, the City shall meet with the covered member involved and inform the covered member of the reason for such contemplated discipline. The covered member shall be informed of his/her right to Council representation at the meeting and shall be entitled to such if so requested, provided that a Council representative shall be available within eight (8) hours of request. The covered member shall have the right to choose who from the six (6) person Grievance Committee will represent him/her, providing that such choice does not unreasonably delay the meeting longer than the eight (8) hour allowed period. If the covered member does not request Council representation, a Council representative shall nevertheless be entitled to be present unless the covered member objects to the presence. If no Council representative is present, the City will notify the Council of the meeting within eight (8) hours after it has occurred. If there is no Council representative present, the City agrees to not use any concession or admission made by that covered member as a precedent for any other Council member.

Section 4. Investigatory Interviews

When the City desires to conduct an investigatory interview of a covered member where the results of the interview might result in discipline being imposed upon that covered member, the City agrees to first inform the covered member that he/she has the right to Council representation at such interview. If a covered member desires such Council representation, no investigatory interview shall take place without the presence of a Council representative provided that a Council representative shall be available within sixteen (16) hours of notification.

Section 5. Off-Duty Conduct

The City may discipline an employee for off-duty conduct when such conduct adversely affects the employee's performance of his/her work duties or ability to function with others in the Department or adversely affects the Department's effectiveness in the community.

Section 6. Physical Fitness Requirements

In order to maintain efficiency in the Police Department and to protect the public, the City may establish reasonable physical fitness requirements for employees. Providing there is a good faith effort by the employee there shall be no discipline attached to an employee's failure to meet these requirements. However, action may be taken with respect to an employee, irrespective of his/her ability to meet reasonable physical fitness requirements, if in fact that employee's health interferes with his/her ability to perform his/her job. Upon submission of a receipt, the City shall reimburse an employee a maximum of one hundred dollars ($100.00) per fiscal year for a health club membership, as reviewed and approved by the City.

Section 7. Loss of Acceptable Position Requirements

An employee may be reassigned within the Police Department due to the loss of acceptable position requirements, such as, for example, a driver's license. Any such reassignment shall be made subject to an available job opening, and if there is no available job opening the employee shall be granted an unpaid leave of absence pending resolution of the loss. With respect to the application of this Section it is understood that:

- The assignment shall be made only if the employee is qualified to perform the available job;
- This Section shall not apply to an employee who has lost an acceptable position requirement as a result of having been disciplined;
- An employee reassigned under this Section shall be paid at the rate of the position to which he/she is reassigned;
- Any reassignment under this Section shall not exceed a period of three (3) months; and,
- Any unpaid leave of absence under this Section shall not exceed a period of six (6) months.

ARTICLE 15 - DISPUTE RESOLUTION AND GRIEVANCE PROCEDURE

Section 1. Definition of a Grievance

A grievance is defined as a dispute between the City and a covered member or the Council regarding the application, meaning, or interpretation of this Agreement. Matters coming under the jurisdiction of the Woodstock City Board of Fire and Police Commissioners shall not be grievable, except for matters of disciplinary actions, at the election of the covered member, may be appealed through the Agreement's dispute Resolution and Grievance Procedure or the Board of Fire and Police Commissioners, but not both.

Section 2. Representation

Grievances may be processed by a covered member or the Council on behalf of a covered member or group of covered members. The Council may have the grievant(s) present at any step of the grievance procedure, and the grievant is entitled to Council representation at any step of the grievance procedure.

Section 3. Procedure

Step 1.

Any covered member or Council representative who has a grievance shall submit the grievance in writing to the Chief of Police on the approved form attached hereto as Exhibit 3. The grievance shall contain a statement of the facts and circumstances, the provision or provisions of the Agreement alleged to have been violated, and the relief sought. All grievances shall be filed within ten (10) business days from the date of the occurrence or ten (10) business days from the date which the grievant could reasonably have learned of the circumstances which gave rise to the grievance. The Chief of Police or designee shall investigate the grievance and shall offer to discuss the grievance with the grievant and/or a Council representative at a mutually agreed upon date and time. The Chief of Police need not offer to discuss the grievance if the grievance is one (1) of multiple grievances involving the same issue and the Chief of Police did offer to discuss at least one (1) such grievance. The Chief of Police shall endeavor to render a written response to the grievant within ten (10) business days after receipt of the grievance. Grievances not timely filed shall be deemed waived without precedence.

Step 2.

If no response is received or the grievance is not settled at Step 1, and the grievant or the Council wishes to further appeal the grievance, the grievance shall be submitted in writing to the City Manager within five (5) business days after receipt of the response at Step 1 or if no response is received in Step 1 within fifteen (15) business days after the grievance was submitted to the Chief of Police. This written grievance shall set forth the facts and circumstances and shall state the reason for believing that the grievance was improperly denied in Step 1. The City Manager or designee shall then investigate the grievance, and hold a meeting with the parties involved in the grievance at a reasonably convenient time within ten (10) business days after receiving the grievance. The City Manager need not hold such a meeting if the grievance is one (1) of multiple grievances involving the same issue and the City Manager did hold such a meeting with respect to at least one (1) such grievance. The City Manager or designee shall endeavor to respond to the grievance, in writing, within ten (10) business days after conducting such meeting. If the grievance is not settled at Step 2, and the Council wishes to appeal the grievance, it may refer the matter to arbitration within ten (10) business days of receipt of the City Manager's response at Step 2, or if no response is received in Step 2 within twenty-five (25) business days after the grievance was submitted to the City Manager. The arbitration shall proceed in the following manner:

1) A representative of the City and the Council shall request the Federal Mediation and Conciliation Service to submit a list of seven (7) arbitrators who are members of the National Academy of Arbitrators. Each party shall have the right to reject one (1) list in its entirety. The Arbitrator shall be selected from the list of seven (7) by alternate strikes by the City and the Council. The order of individual strikes shall be determined by a coin toss, with the loser striking first. The person whose name remains on the list shall be the Arbitrator. The Arbitrator shall be notified of his/her selection by a joint letter from the City and the Council. The letter shall request the Arbitrator to set a time and place for hearing the grievance, subject to availability on the part of the City and the Council. Hearings shall be conducted in the City of Woodstock unless otherwise mutually agreed.
2) Both parties agree to make a good faith attempt to arrive at a joint statement of facts and issues to be submitted to the Arbitrator.
3) Either the Council or City may request the production of specific documents, books, papers, or witnesses reasonably available from the Council or the City and substantially pertinent to the grievance under consideration. Such request shall not be unreasonably denied, and if granted shall be in conformance with applicable laws and rules issued pursuant thereto governing the dissemination of such materials.
4) The decision and award of the Arbitrator shall be made within thirty (30) days following the end of hearing or the submission of briefs, whichever is later and shall be final and binding on the parties involved. The Arbitrator shall have no power to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement.

Section 4. Time Limits

No grievance shall be entertained or processed unless it is submitted in writing within the given time limits set forth in Steps 1 and 2 above. Failure at any step of this procedure by the City's representative to communicate a decision on a grievance within the specified time limits shall be considered a denial of the grievance and shall permit the grievant to appeal the grievance to the next step within the prescribed time limits. Failure at any step of this procedure to appeal the grievance to the next step within the specified time limits shall be considered acceptance of the decision rendered at the preceding step. The parties may by mutual agreement in writing extend any of the time limits set forth in this Article.

Section 5. Expenses of Arbitration
The fees and expenses of the Arbitrator and the cost of a written transcript of the arbitration hearing shall be shared equally by the City and the Council, provided, however, that each party shall be responsible for compensating its own representatives and/or witnesses.

Section 6. City of Woodstock Board of Fire and Police Commissioners
The parties acknowledge that the City of Woodstock Board of Fire and Police Commissioners has certain statutory authority regarding covered members in the bargaining unit including, but not limited to, the right to promote employees, and to make and alter rules and regulations. This Agreement in no way replaces, supplements or diminishes the statutory authority of the City of Woodstock Board of Fire and Police Commissioners, except for matters of disciplinary action. At the election of the covered member, discipline imposed by the City Administration may be appealed through Article 15 – Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both.

The parties agree that only the City Administration shall have the right to suspend or dismiss a non-probationary officer for only just cause, and will not file charges with the Board of Fire and Police Commissioners. Neither the Police Chief nor the City, or their agents will file charges asking the Board of Fire and Police Commissioners to review or impose discipline on any Bargaining Unit A covered member; instead all such discipline shall be imposed by the City Administration and appealed per the covered member's option, either using Article 15 Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both. The affected covered member shall select in writing which appeal process he/she wishes to utilize. Once the choice of appeal process is selected the other option is no longer available to the affected covered member.

No appeal shall be available from the Board of Fire and Police Commissioners with respect to any matter appealed through the grievance procedure. Pursuant to Section 15 of the IPLRA and 65 ILCS 10 2.1-17, the parties have negotiated an alternative procedure based upon the grievance and arbitration provisions of this Agreement and where the City's Board of Fire and Police Commissioners only role in any discipline is to act as an appeal process, if chosen by the covered member.

ARTICLE 16 - LABOR-MANAGEMENT SAFETY COMMITTEE

Section 1. Labor-Management Meetings
The Council and the City mutually agree that in the interest of efficient and safe operations and harmonious employee relations, it is desirable that periodic meetings be held between Council representatives and representatives of the City. Such meetings may be requested by either party by placing in writing a request to the other and expressly providing the agenda for such meeting. Both parties agree to meet as is reasonably necessary.

The City and the Council agree to cooperate with each other in matters regarding the administration of this Agreement and regarding maintaining standards of law enforcement for the maximum protection of all citizens of the City of Woodstock.

Section 2. Integrity of the Grievance Procedure
It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Grievances being processed under the grievance procedure shall not be discussed in detail at such meetings, and any discussions of pending grievances shall be non-binding on either party and solely for

the purpose of exploring alternatives to settle such grievances and such discussions shall only be held by mutual agreement of the City and the Council.

Section 3. Safety Issues

No employee shall be required to use any equipment that has been designated by both the Council and the City as being defective because of a disabling condition creating a serious risk to the safety of employees unless the disabling condition has been corrected. The City shall take all reasonable steps within available budgeted funds to protect employees during working hours in the performance of their duties.

Section 4. Reports

In a timely fashion after a Labor-Management Meeting, the Council shall prepare a synopsis of the Council's interpretation of any agreements reached between the parties at said Labor- Management Meeting. The Council shall then forward the report to the City and suggest that the City either confirm or correct the Council's interpretation of the results of said meeting. It is understood, however, that the failure, should it occur, of the City to respond to the Council's synopsis regarding a given Labor-Management Meeting shall not be construed as a confirmation of the Council's interpretation of any agreements reached as a result of that Labor-Management Meeting.

ARTICLE 17 - VACATION LEAVE

Section 1. Vacation Benefits

Commencing January 1, 2006 and continuing thereafter, the vacation benefit for a regular full-time hourly or salaried employee shall be based upon the number of completed calendar years of service, and shall be earned as follows:

Number of Completed Calendar Years of Service	Earned Vacation leave
1	80 Working Hours
2-5	96 Working Hours
6-9	120 Working Hours
10-15	160 Working Hours
16-20	200 Working Hours
21-25	224 Working Hours
26+	240 Working Hours

In the case of a new employee, he/she will be credited with 6.6 hours of vacation leave per completed month of service prior to the commencement of his/her first full calendar year of service with the City. Vacation leave accrued during this period may be taken with the approval of his/her supervisor during the first full calendar year (commencing January 1st) of service with the City.

Vacation leave shall be credited to each employee on the January 1 following each completed calendar year of service. Except with the written authorization of the Chief of Police and City Manager, vacation time shall not be accrued beyond the number of days credited in a one (1) year period. To be eligible for consideration, requests for carrying over vacation time shall be submitted no later than December 1 of each year to the Chief of Police who will grant or deny the request in his/her discretion. Earned vacation leave which is not taken during the calendar year following its accrual shall be forfeited. Earned vacation

benefits shall not be converted to cash compensation, except upon separation from the City as stated in Section 4 of this Article.

Section 2. Scheduling of Vacations

The scheduling of vacations shall be made on the basis of unit vacation bid lists ~~, one (1) for Unit A and one (1) for Unit B,~~ and vacation preference shall be picked by seniority within the ~~in both~~ unit~~s~~. The City shall post the bidding list by November 15th of each year for the following year. Covered members will have until December 15th of each year to choose vacation leave.

All covered members ~~of Unit A and Unit B~~ may make an initial first choice vacation selection of ~~at least five (5) consecutive vacation days or 40 hours (~~at least four(4) consecutive vacation days or 34 hours ~~for Patrol)~~, if eligible, on the vacation bid list. If a covered member chooses to not make a first vacation selection, said covered member forfeits his/her seniority rights only in regards to the scheduling of a first vacation selection during that respective year. Covered members are restricted from second choice selections until all covered members have made their first choice. Second choice selections cannot take priority over another covered member's first choice selection. Covered members shall not be required to make a second choice on the vacation bid list. Whenever practical, five (5) days written notice regarding vacation time not requested on the vacation bid list shall be submitted to the covered member's supervisor for approval. Approval for use of vacation time shall not be unreasonably denied whenever manpower is sufficient. ~~For Unit B and non-Patrol covered members, no vacation time shall be granted in less than one-half day (½) increments. For Patrol,~~ N~~n~~o vacation time shall be granted for less than four (4.0) hours.

The vacation schedule shall be arranged by the City so as to provide for minimum disruption of services. There can only be one (1) Patrol Division covered member from each shift on vacation at any one time with no overlapping of vacation days allowed, but a Patrol Officer can take a single vacation day when another covered member on the same shift is on vacation at the same time if there are enough Patrol Officers on the shift such that it will not be necessary to cover for the Patrol Officer taking the vacation day. There can only be one (1) covered member from the Detective Division on vacation at any one time with no overlapping of vacation days allowed, however a Detective can take a single vacation day when another covered member in the Division is on vacation provided that there is at least one (1) other Detective scheduled to work on the date that the single vacation day is taken. ~~There can only be one (1) Telecommunicator on vacation at any one time with no overlapping of vacation days allowed, however a Telecommunicator can take a single vacation day when another Telecommunicator is on vacation provided that it does not create any additional overtime. If there is only one (1) Records Clerk then the Records Clerk and a Telecommunicator can be on vacation at the same time. If there is more than one (1) Records Clerk then there can only be one (1) Records Clerk on vacation at any one time with no overlapping of vacation days allowed, however a Records Clerk can take a single vacation day when another Records Clerk is scheduled to work on that date that the single vacation day is taken. If there is more than one (1) Parking Enforcement Officer then there can only be one (1) Parking Enforcement Officer on vacation at any one time with no overlapping of vacation days allowed.~~ For the purpose of this Section, "vacation days" means days when an employee is compensated for vacation time including that time referred to in Section 5 below.

Section 3. Vacation Leave Compensation

An employee shall be paid the equivalent of straight time earnings while on vacation.

Section 4. Payment of Vacation Benefits upon Separation

A lump sum payment of accrued vacation benefits, calculated at the employee's rate of pay at the time of separation, shall be provided to an employee upon separation from employment with the City in accordance with Illinois law.

Section 5. Extending Vacations

No compensatory time or floating holidays can be added to vacations except one (1) day of compensatory time (8.0 hours for non-Patrol, 8.5 hours for Patrol) or one (1) floating holiday (8.0 hours for non-Patrol, 8.5 hours for Patrol) can be added to complete any given week of vacation on any five (5) day scheduled work week for non-Patrol (four (4) day scheduled work week for Patrol.) For non-Patrol covered members no more than two (2) days of compensatory time or two (2) floating holidays, or one (1) day of compensatory time together with one (1) floating holiday, can be added to complete any given week of vacation on any six (6) day scheduled work week.

A maximum of up to eight and one-half (8 ½) hours of compensatory time can be taken during a covered member's last work shift prior to the start of a "scheduled vacation," provided that the request for the use of any such compensatory time is submitted not more than one (1) hour prior to the start of that covered member's last work shift, and provided that the use of any such compensatory time does not create any staffing shortages or the need for any shift modifications.

Section 6. Emergencies

In case of an emergency, the City Manager or the Chief of Police, or designee, may cancel any or all approved vacation leaves in advance of their being taken and/or recall any employees from vacations in progress with reasonable and proper notification.

ARTICLE 18 – HOLIDAYS

Section 1. Designated Holidays

The following days are designated as holidays for the purpose of determining holiday pay under Section 2 below:

- New Year's Day
- Easter Sunday
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday following Thanksgiving
- Christmas Eve
- Christmas Day

Section 2. Pay for Working on Designated Holidays

If a covered member, as part of his/her regular work schedule, is scheduled to work on a designated holiday as set forth above, the covered member shall receive time and one-half (1½x) pay for any regular shift hours worked on the holiday, and shall receive double time (2x) pay for any additional hours worked on the designated holiday as the result of continuation of any work assignment which originated during those regular work shift hours on that designated holiday. With the implementation of the Modified 4-2 schedule, Patrol covered members will receive eight (8) hours of premium pay (1½x) and one-half (½) hour of straight/regular pay for each eight and one-half hour (8½) designated holiday worked.

However, if a Patrol covered member working the Modified 4-2 schedule is required to work beyond his/her eight and one-half hour (8½) shift by fifteen (15) minutes or greater, the one-half (½) hour will then be paid at premium pay (1½x) and all subsequent hours worked after the eight and one-half hour (8½) shift will be paid as required above, double time (2x) pay. For Patrol covered members working the 1600-0030 hours shift, hours compensated per this section shall be the hours that fall between 0001-2400 hours on the designated holiday.

If a covered member is required to work any hours on a designated holiday which are not part of his/her regular work schedule, or which are worked as the result of a continuation of any work assignment which originated during his/her regular shift hours on the day prior to the designated holiday, the covered member shall receive double time (2x) for any such hours worked within the twenty-four (24) hour designated holiday period.

For purposes of this section, hours considered on the holiday shall be any hours between 0001 and 2400 hours.

~~**Section 2(a) Definition of Telecommunications Shifts**~~
~~For Unit B covered members working as Telecommunicators, the first shift shall be 0700 to 1500 hours, second shift shall be 1500 to 2300 hours, and the third shift shall be 2300 to 0700 hours. Holiday pay shall be paid to the Telecommunicators that work the majority of hours falling on the designated holiday.~~

Section 3. Floating Holidays

Patrol covered members shall be credited 59.5 hours of floating holiday pay and non-Patrol covered members shall be credited 96.0 hours of floating holiday pay. Floating holiday pay shall be credited January 1st of each subsequent year of the Agreement, and must be used in the same year in which it is granted. If upon leaving the employ of the City, an employee used any floating holiday pay in advance of the corresponding number of designated holidays, the City may withhold eight (8) hours of straight time pay (8.5 hours of straight time pay for Patrol) from the employee's final pay check for each such floating holiday.

A covered member shall give the City five (5) days written notice of his/her intention to take a floating holiday and permission for such floating holiday shall not be unreasonably withheld. If a covered member gives the City less than five (5) days written notice of his/her intention to take a floating holiday the City shall determine in its discretion whether or not to grant permission for such floating holiday. Requests for floating holiday benefits will not be accepted for consideration of scheduling, nor approved, more than fifty-six (56) days in advance of the date of the requested holiday.

A Patrol covered member shall receive eight and one-half (8 ½) hours of straight-time holiday pay for each floating holiday. ~~A non-Patrol covered member shall receive eight (8) hours of straight-time holiday pay for each floating holiday.~~ If an employee is required to work on his/her floating holiday the employee shall have his/her choice of receiving either straight-time pay for any hours worked plus eight and one half ~~(8) hours~~ (8.5) hours ~~for Patrol)~~ of straight-time floating holiday pay, or straight-time pay for any hours worked plus the right to reschedule his/her floating holiday as provided for above. The City has the right to require an employee to work on a previously approved floating holiday, without incurring any penalty, provided notification to the employee is provided at least twenty-eight (28) days prior to the floating holiday. If no such notification is provided, the City will not require an employee to work on his/her floating holiday once that floating holiday has been approved except in an emergency.

No floating holiday, compensatory time, or vacation time other than a "scheduled vacation", as defined in Article 28, Section 5, can be taken on a designated holiday unless sufficient manpower exists, such that the City would not have to cover for the employee so taking the floating holiday, compensatory time, or vacation time.

ARTICLE 19 - SICK LEAVE

Section 1. Accrual and Procedures

Each regular full-time employee of the City shall earn sick leave with pay at a rate of eight (8) hours for each full month of service. Unused sick leave may accumulate to a maximum of eight hundred (800) hours.

~~Effective April 1, 2013 through May 1, 2014 the following paragraph shall be in effect:~~

~~Once an employee has accumulated the maximum number of hours allowed, he/she shall receive a twenty-five percent (25%) payout for all hours earned over the allowable accumulation, up to a maximum of twenty-four (24) hours of pay per year. This conversion will apply only so long as the employee maintains the maximum allowable sick leave accumulation and is an employee of the City at the time the payment is made in January of each year.~~

~~Commencing May 1, 2014 and continuing thereafter, the previous paragraph will be null and void and the following paragraph shall be in effect:~~

Once a covered member has accumulated the maximum number of hours allowed, he/she shall receive a fifty percent (50%) payout for all hours earned over the allowable accumulation, up to a maximum of forty-eight (48) hours of pay per year. This conversion will apply only so long as the covered member maintains the maximum allowable sick leave accumulation and is an employee of the City at the time the payment is made in January of each year. The dollar value of such payout will be mandatorily applied to the covered member's share of his/her health insurance premiums, subject to any applicable payroll taxation, with any remaining balance to be paid as taxable wages. Covered members that do not participate in the City's health insurance plan shall have any applicable payout as taxable wages. Should the covered member leave employment for any reason, any funds not applied against health insurance premiums shall be paid as taxable wages. Should a fifty percent (50%) conversion application to insurance premiums become voluntary for other City employees in the future, the covered members of this Agreement shall also have this option on a voluntary basis.

Section 2. Permitted Uses

Accrued sick leave may be taken by an employee who is unable to work during his/her scheduled work day when one (1) or more of the following conditions apply:

- Injury or illness of the employee or of a member of his/her immediate family as defined in this Agreement;
- Required medical and/or dental care; or
- Exposure to a contagious disease.

Section 3. Sick Leave Eligibility

To be eligible for compensation while on sick leave, the employee shall notify the on duty supervisor, at least one (1) hour prior to his/her scheduled starting time, of his/her inability to report for work, and everyday thereafter, unless this requirement is waived by the Chief. If less than one (1) hour notice is given, written medical substantiation may be required by the Chief of Police or designee.

An accepted medical certificate signed by a licensed physician, physician's assistant or nurse practitioner (working under the authority of a licensed physician) shall be required from an employee under the following circumstances:

- The period of absence consists of more than three (3) consecutive working days;
- The request for sick leave is made immediately following or prior to a vacation or holiday; or,
- Absence from duty occurs frequently or habitually or under suspicious or questionable circumstances and the employee has been notified or warned that a certificate shall be required.
- If sick leave is taken on a day which is proceeded or followed by consecutive regular days off which are attached to a vacation or a holiday.
- The Chief [or designee] may issue a notice of excessive use of sick time, based on the previous calendar year and remains in effect for one (1) calendar year.

Section 4. Sick Leave Compensation

An employee receiving sick leave benefits shall be paid the equivalent of straight-time earnings. Sick leave compensation shall be paid in no less than one (1) hour increments.

Section 5. Illness or Injury During Paid Vacation Leave

An employee shall be entitled to use sick leave credits for the length of that employee's incapacitation by reason of injury or illness while on paid vacation leave provided, however, that such employee must substantiate such incapacitation and the reason or reasons therefore by certification by a licensed physician, physician's assistant or nurse practitioner (working under the authority of a licensed physician).

Section 6. Sick Leave Conversion Upon Separation

If an employee with less than twenty-five (25) years of service resigns from service in good standing, that employee shall convert unused sick leave to severance pay at a fifty percent (50%) rate.

If an employee with twenty-five (25) or more years but less than thirty (30) years of service resigns from service in good standing, that employee shall convert unused sick leave at a seventy percent (70%) rate.

If an employee with thirty (30) or more years of service resigns from service in good standing, that employee shall convert unused sick leave at an eighty percent (80%) rate.

Section 7. Definition of Immediate Family

A member of the immediate family shall be defined to be the employee's spouse, domestic partner, parent, brother, sister, child (including step or adopted), grandparent, or grandchild of the employee and/or the employee's spouse.

For the purposes of this section only, a domestic partner relationship must be acknowledged, in writing, and in a form supplied by the City, by both the employee and domestic partner, at least seven (7) days before such leave is requested. In completing that form, the employee and domestic partner shall attest that their relationship satisfies the following criteria:

1. The employee and domestic partner are eighteen (18) years of age or older; and
2. The employee and domestic partner have resided together continuously for a period of at least twelve (12) months and intend to do so indefinitely; and
3. The employee and domestic partner have mutually agreed to be responsible for one another's common welfare and the necessities of life; and
4. The employee and domestic partner are not related by blood to a degree which would prohibit persons of opposite sex from marrying; and
5. The employee and domestic partner are not married; and
6. Either of the following:
    a. The employee and domestic partner share common or joint ownership of their residence; or
    b. Any three (3) of the following:
        1) The employee and domestic partner share joint ownership of a vehicle.
        2) The employee and domestic partner share a credit card account.
        3) The employee and domestic partner share a checking account.
        4) The employee and domestic partner have entered into a lease with respect to their residence, and the names of both appear as tenants on the lease.
        5) The employee and/or domestic partner has granted the other a general power of attorney.
        6) The employee and/or the domestic partner has designated the other as a primary beneficiary under a life insurance policy, retirement plan or pension plan.
        7) The employee has designated the domestic partner as a beneficiary in the employee's will.

ARTICLE 20 - FUNERAL LEAVE

An employee shall be granted a leave of absence with pay upon the death of a family member. A family member shall be defined as the employee's parents (including step parents), spouse, children (including step or adopted), brothers and sisters (including half or step), father-in- law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparents (including step), any grandchildren, and domestic partner (as defined in Article 19, Section 7). Paid funeral leave shall not exceed a total of three (3) working days. An employee may, however, extend the paid funeral leave by use of accrued sick leave up to a maximum of five (5) additional days if he/she deems it necessary.

ARTICLE 21 - INSURANCE

Section 1. Insurance

The Council and City acknowledge the continuing need for hospitalization, medical and dental insurance with appropriate levels of coverage and at affordable rates. The City shall make available to covered members and their dependents the same group health and hospitalization and dental insurance coverage as are provided to other City employees. Further, the City shall make available to covered members who retire during the life of this Agreement, and who at the time of retirement were covered by City insurance,

individual and dependent coverage (if the dependent was covered when the covered member retired) at group rates, with such premiums paid by the retired covered member in accordance with applicable state and federal law.

Section 2. Cost Containment

The City reserves the right to institute cost containment measures relative to insurance coverage as long as such changes are applicable to all other eligible City employees. ~~Such changes may include, but are not limited to, mandatory second opinions for elective surgery, preadmission and continuing admission review, prohibition on weekend admissions except in emergency situations, and mandatory out-patient elective surgery for certain designated surgical procedures.~~

In an effort to contain costs, the City may institute medical and dental plan design changes subject to the following:

- The City reserves the right to take reasonable steps (subject to Article 15 – Dispute Resolution and Grievance Procedure) to comply with the Patient Protection and Affordable Care Act (PPACA~~.~~) and all other state and federal laws governing health insurance related plans.
- In/out of network coverage differentials shall be no less than 80% (in)/60% (out).
- Effective January 1, 2019, in ~~In~~ network calendar year deductibles cannot exceed $~~1,000~~1,500 per person with a maximum of three (3) per family.
- Effective January 1, 2019, out ~~Out~~ of network calendar year deductibles cannot exceed $~~2,000~~3,000 per person with a maximum of three (3) per family.
- Emergency Room Co-pay may not exceed $250 per visit.
- Prescription Plan co-pays may not exceed $15/$45/$65 (mail order $25/$85/$125) for a 3-tier plan or $13/$40/$80/$155 (mail order tbd) for a 4-tier plan. A mandatory generic overlay or mandatory generic substitution may not be applied during the term of this Agreement.
- ~~The Wellness Discount will remain at 2% until other Wellness options of greater value become available and addressed via a Memorandum of Understanding to this Agreement.~~
- The City reserves the right to offer an option of a High Deductible Health Plan (HDHP) and/or a Health Savings Account (HSA) Health Plan that is not subject to the limitations stated above.

Section 3. Terms of Policies to Govern

The extent of coverage under the insurance referred to in Section 1 shall be exclusively controlled by the applicable plan documents, and covered members shall be provided with the same coverage provided to non-FOP covered personnel at the City. The City agrees to assist employees, in a liaison capacity only, regarding communicating coverage questions to the insurance carrier. Any questions concerning coverage shall be resolved in accordance with the terms and conditions in said policies and shall not be subject to the grievance procedure set forth in this Agreement.

Section 4. Right to Maintain Coverage While on Unpaid Leave or on Layoff

An employee who is on an approved unpaid leave of absence, other than approved leave under the City's Family and Medical Leave Policy, or who is on layoff with recall rights shall have the right to maintain insurance coverage by paying in advance the full applicable monthly premium for employee coverage and, if desired, for dependent coverage.

Section 5. Employee Insurance Premium Contributions ~~Co-Payments~~

Effective the pay period that includes the date of execution of this Agreement by all parties, covered members shall contribute to Health and Dental insurance premiums and be subject to the maximum medical premium contribution ("caps") per pay period in accordance with the following:

	~~2013~~1/1/2016	1/1/~~2014~~2017	1/1/~~2015~~2018	1/1/~~2016~~2019	1/1/2020
Unit A	~~15~~20%	~~16~~20%	~~18~~20%	20%	20%
Single Cap Family Cap	$~~39.74~~70.52 $~~113.40~~201.25	$~~46.62~~77.57 $~~133.06~~221.38	$~~57.70~~85.33 $~~164.66~~243.52	$~~70.52~~93.86 $~~201.25~~267.87	$103.25 $294.66
	~~2013~~	~~1/1/2014~~	~~1/1/2015~~	~~1/1/2016~~	
~~Unit B~~	~~20%~~	~~20%~~	~~20%~~	~~20%~~	
~~Single Cap~~ ~~Family Cap~~	~~$52.98~~ ~~$151.20~~	~~$58.28~~ ~~$166.32~~	~~$64.11~~ ~~$182.95~~	~~$70.52~~ ~~$201.25~~	

Employees who participate in Wellness programs and attain established wellness targets will be incentivized for their efforts. There will be at least a 2% discount of the premium cost for those covered members who choose to participate in the annual Wellness program minimum requirements (election of services determined and selected by the participating member.)

The City reserves the right to convert the current 2-tier plan design to a 4-tier plan design providing coverage tiers for single, employee+spouse, employee+child(ren), and family, with the understanding that the percentage of premium contribution indicated is maintained and the caps listed above remain intact during the term of the Agreement.

~~The City reserves the right to shop for, obtain, and implement a new dental plan. If the rates for the new dental plan cannot be accommodated by the premium contribution caps listed above, the situation may be addressed via discussion with the Council and a Memorandum of Understanding.~~

Section 6. Life Insurance

The City shall continue to provide life insurance for full-time employees. The terms of the life insurance plan or plans shall be exclusively controlled by the plan documents, and covered members shall be provided with the same coverage provided to non-FOP personnel at the City.

ARTICLE 22 - WAGES/COMPENSATION/ALLOWANCES

Section 1. Wage Schedules

For the period May 1, 2016~~3~~ through April 30, 2020~~16~~ there will be wage increases each year for covered members as shown in the compensation schedules attached in Exhibit 4. All applicable wage and step increases will be effective on May 1 of each year. Wages retroactive to May 1, 2016~~3~~ shall be applicable only to regular and overtime pay (and not to other aspects of compensation such as officer in charge, training, court and extra detail or duty pay) and shall be paid to current covered members (as of the date this Agreement is executed), and to covered members who retired from their employment, or who were promoted out of the bargaining unit between May 1, 2016~~13~~ and the date upon which this Agreement is executed.

Step increases will be effective on May 1st of each year except for the first step increase. A covered member hired on or after May 1st and before November 1st shall be eligible for the first step increase on

May 1st of the year following the date of hire. A covered member hired on or after November 1st and before May 1st shall be eligible for the first step increase on the first May 1 occurring after a full year of service.

Section 1(a) Post Employment Health Plan

Commencing the first full pay period following May 1, 2005, and continuing thereafter, each pay period covered members shall contribute 1% of their base salary into the ICMA Post Employment Health Plan (PEHP). The City shall transfer the funds to the PEHP at no additional cost to the covered member; however service or other fees assessed directly to the covered member from the plan are paid for by the covered member through their own individual accounts.

Section 2. Placement and Schedules

Effective upon the execution of this Agreement, covered members in the bargaining units shall be placed on the appropriate compensation chart using their number of years of service from the date of placement in service in their respective bargaining units. During the term of this Agreement, covered members shall then advance on the compensation schedule on their respective anniversary dates.

Section 3. Uniform Allowances

The following uniform allowances commenced on May 1, 2005 and shall continue hereafter:

- All ~~Unit A~~ covered members shall receive seven hundred fifty dollars ($750.00) ~~and all Unit B covered members shall receive six hundred fifty dollars ($650)~~ during the term of this Agreement for the purchase and cleaning of uniforms.
- In addition, all Detectives and all Patrol Officers with a plain clothes assignment shall receive two hundred fifty dollars ($250.00) during the term of this Agreement for the purchase of civilian clothing.

Any uniform related change required by the City by June 1 of any year during the term of this Agreement will be purchased at the employees' expense if the City gives at least ninety (90) days' notice of the change. Any other uniform related change will be at the City's expense. If the Police Department requires a complete uniform change the new uniform shall be purchased at the City's expense.

Upon termination of employment during the first ninety (90) days of any fiscal year during the term of this Agreement, a covered member shall reimburse the City, on a pro rata basis, the uniform allowance for the remainder of that fiscal year.

New hires after January 1st of each year will not be eligible for uniform allowance until completion of the following fiscal year.

ARTICLE 23 - SENIORITY

Section 1. Definition of Seniority

As used herein, the term seniority shall refer to and be defined as the continuous length of service or employment covered by this Agreement from the date of last hire, less any adjustments due to layoffs or approved leaves of absence without pay.

Section 2. Probationary Period

A covered member ~~in Unit A~~ will be a probationary employee for the first eighteen (18) months of employment. ~~A covered member in Unit B will be a probationary employee for the first twelve (12) months of employment.~~ Any probationary employee may be discharged or otherwise disciplined without recourse to the grievance procedure in this Agreement or without recourse to the appeal process of the City of Woodstock Board of Fire and Police Commissioners.

Section 3. Seniority List

The City shall maintain and keep current seniority lists for the covered members in each unit ~~Units A and B~~ and those lists shall be made available for inspection by authorized Council representatives. Disputes as to seniority shall be resolved through the grievance procedure.

Section 4. Overtime List

No Detectives will be placed on the overtime list ~~for Unit A~~. However Detectives who are not "on-call" will be allowed to bid on, and work, overtime assignments posted for community events such as, but not limited to Fourth of July, Community Parades and Memorial Day activities. The 5% differential in the pay scale will not apply for any such hours worked during such assignments. Detectives working such assignments will be paid at the applicable rate for their years of service as listed in Exhibit 4.

Section 5. Termination of Seniority

Seniority shall, in the City's discretion, be terminated for all purposes if the covered member:

- quits, retires or is discharged
- falsifies the reason for a leave of absence, or is found to effectively be working full-time during a leave of absence without the written approval of the Police Chief
- fails to report to work at the conclusion of an authorized leave of absence or vacation, except when it is determined that the circumstances were clearly beyond the employee's control
- is laid off and fails to report to work within two (2) working days after the established date for the employee's return to work, except when it is determined that the circumstances were clearly beyond the employee's control
- does not perform work for the City for a period in excess of eighteen (18) months; provided, however, this provision shall not be applicable to absences due to military service or established work-related injuries compensable under workers' compensation and/or disability coverage
- is absent for two (2) consecutive working days without notifying the City, except when it is determined that the circumstances were clearly beyond the employee's control.

ARTICLE 24 - SAVINGS CLAUSE

If any provision of this Agreement or any application thereof should be rendered or declared unlawful, invalid or unenforceable by virtue of any judicial action, or by any existing or subsequently enacted Federal or State legislation, or by Executive Order or other competent authority, the remaining provisions of this Agreement shall remain in full force and effect. In such event, upon the request of either party, the parties shall meet promptly and negotiate with respect to substitute provisions for those provisions rendered or declared unlawful, invalid or unenforceable.

ARTICLE 25 - NO STRIKE PROVISION

Section 1. No Strikes

Neither the Council, any of its officers or agents, nor any covered members shall instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, secondary boycott, slowdown, speed-up, sit-down, concerted stoppage of work, concerted refusal to perform overtime, concerted, abnormal or unapproved enforcement procedures or policies or work-to-the-rule situation, mass absenteeism or organized interference which in any way results in the interruption or disruption of the operations of the Police Department of the City, regardless of the reason for doing so.

Any or all covered members who violate any of the provisions of this Article may be discharged or otherwise disciplined by the City Administration with appeal rights to the City of Woodstock Board of Fire and Police Commissioners or Article 15 – Dispute Resolution and Grievance Procedure (Step 2), as provided elsewhere herein.

The parties acknowledge that the City of Woodstock Board of Fire and Police Commissioners has certain statutory authority regarding covered members in the bargaining unit including, but not limited to, the right to promote employees, and to make and alter rules and regulations. This Agreement in no way replaces, supplements or diminishes the statutory authority of the City of Woodstock Board of Fire and Police Commissioners, except for matters of disciplinary action. At the election of the covered member, discipline imposed by the City Administration may be appealed through Article 15 – Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both.

The parties agree that only the City Administration shall have the right to suspend or dismiss a non-probationary officer for only just cause, and will not file charges with the Board of Fire and Police Commissioners. Neither the Police Chief nor the City, or their agents will file charges asking the Board of Fire and Police Commissioners to review or impose discipline on any Bargaining Unit A covered member; instead all such discipline shall be imposed by the City Administration and appealed per the covered member's option, either using Article 15 Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both. The affected covered member shall select in writing which appeal process he/she wishes to utilize. Once the choice of appeal process is selected the other option is no longer available to the affected covered member.

If the covered member elects to file a Step 2 grievance to his/her suspension or dismissal, the grievance shall be processed in accordance with Article 15 of this Agreement. No appeal shall be available from the Board of Fire and Police Commissioners with respect to any matter appealed through the grievance procedure. Pursuant to Section 15 of the IPLRA and 65 ILCS 10 2.1-17, the parties have negotiated an alternative procedure based upon the grievance and arbitration provisions of this Agreement and where the City's Board of Fire and Police Commissioners only role in any discipline is to act as an appeal process, if chosen by the covered member.

Any covered member who holds the position of officer or Council representative occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article. In addition, in the event of a violation of this Section of this Article, the Council agrees to inform its members of their obligation under this Agreement and to direct them to return to work.

Section 2. No Lockouts

The City shall not lock out any covered members during the term of this Agreement as a result of a labor dispute with the Council.

Section 3. Penalty

Any employee who violates the provisions of Section 1 shall be subject to immediate discipline, including discharge, subject to applicable law. Any action taken by the City against an employee who violates Section 1 shall not be subject to appeal under this Agreement except to the extent there is an issue as to whether the employee was in fact engaged in an action prohibited by Section 1. The failure of the City to impose discipline under this Article in any given instance shall not be considered a waiver of such right in any other instance nor shall it be a precedent.

Section 4. Judicial Restraint

Nothing contained herein shall preclude the City or the Council from obtaining judicial restraint and damages in the event the other party violates this Article.

ARTICLE 26 - GENERAL PROVISIONS

Section 1. Department Procedures, Regulations and Rules

The operating rules and procedures of the City of Woodstock Police Department, as from time to time amended or implemented, which are not in conflict with this Agreement, shall continue in full force and effect. The City shall provide employees with copies of all such new Rules and Regulations.

Section 2. Visits by FOP Representatives

Authorized designees of the National or State Lodge Officers, limited to two (2) at any given time, shall be permitted to visit the Police Department during working hours to talk with officers of the local Lodge and/or representatives of the City concerning matters covered by this Agreement. Such visits shall not interfere with the operations of the Department, and the Lodge shall give the City reasonable prior notice of the visits.

Section 3. Examination of Records Regarding Grievances

A Representative of the Council or any two (2) members of the six (6) member Grievance Committee shall have the right to examine time sheets and other records pertaining to the computation of compensation for any covered member whose pay is in dispute, or any other records of the covered member pertaining to a specific grievance, at reasonable times with the covered member's consent, and after a twenty-four (24) hour verbal notice of such a request to the City.

Section 4. Damaged Personal Property

The City agrees to repair or replace with an item of equal value, as necessary, any personal property that is necessary and/or required for the employee's assigned duty if such is damaged or broken as a result of the employee being required to subdue another person, or is being attacked by another person, during the course of the employee's duties. The employee will be required to document such an incident and turn in the damaged or broken item to his/her immediate supervisor in a timely manner. The City agrees to repair or replace a pair of prescription eyeglasses with a pair of equal value. The maximum amount payable under this Section is two hundred dollars ($200.00) per incident except where the employee can establish that the damaged property is not functionally replaceable by items that cost two hundred dollars ($200.00) or less.

Section 5. Inoculation or Immunization Vaccinations

The City agrees to pay all expenses for inoculation or vaccinations for an employee and for members of an employee's family when such becomes necessary as a result of said employee's exposure to contagious diseases where said employee has been exposed to said disease in the line of duty. Additionally, the City shall administer or provide, at City's expense, a Hepatitis B Virus (HBV) inoculation series to the employee. Additionally, as non-experimental inoculations become available (as approved by the FDA) for additional strains of Hepatitis, Human Immune Deficiency Virus (HIV), related or Acquired Immune Deficiency Syndrome (AIDS) antibody positive conditions, such shall be provided to all employees on a voluntary basis.

Section 6. Funeral and Burial Expenses

The City agrees to defray all reasonable funeral and burial expenses of any employee of the Police Department killed in the line of duty.

Section 7. Personal Information

Employees are responsible for assuring that all personal information given to the City is correct at all times. The City should be advised within twenty-four (24) hours of any changes in the following:

- Name (name should be the same as on social security card)
- Home address
- Telephone number

The City should be advised within seven (7) days of any changes in the following:

- Marital status (in case of emergency)
- Number of dependents (for income tax)
- Names of dependents (for insurance)
- Names of beneficiaries (for life insurance)

Section 8. Secondary Employment

Employees considering employment in addition to work with the City must receive written approval from the Chief of Police prior to beginning work to assure that the employee's secondary employment is in full compliance with the following guidelines:

- the secondary employment must not be in conflict of interest with the City employment
- secondary employment must be scheduled outside of work time with the City including scheduled overtime
- secondary employment may not infringe upon City work time including lack of energy on the job and interruptions concerning secondary employment including telephone calls and visitors
- secondary employment may not require the employee to wear a City uniform or badge; to possess a Department-issued firearm; or to utilize the City's LEADS/ALECS/ALERTS line, vehicles, or equipment
- secondary employment may not require the officer to possess a firearm without first obtaining a written agreement from such secondary employer to indemnify the City of Woodstock and its agents for any liability (including but not limited to worker's compensation or tort liability) which may exist because of the use of such firearm

- where the type of secondary employment is prohibited by law or negatively reflects on the City
- where the employee is employed or engaged in criminal matters or in civil matters which directly conflict with the operations of the Department

The Chief of Police or designee shall endeavor to respond to such written requests within five (5) business days after such request is made. All responses shall be in writing citing primary reasons for denial, if applicable. All employees holding secondary employment shall notify the Chief of Police of the place of employment, address, phone number, supervisor's name, and hours of employment so that the employee may be reached in an emergency.

Failure to comply with this procedure may result in the employee being directed to terminate secondary employment and/or disciplinary action.

Section 9. Residency Requirement

Employees shall be required to live within the area encompassed by the geographical boundaries described as being from Interstate 39 on the west, to Interstate 88 on the south, to Interstate 94 to the east, and the Illinois State line to the north.

Section 10. Family and Medical Leave Policy

The City shall comply with the Family and Medical Leave Act. Employees eligible for leave under the City's Family and Medical Leave Policy must substitute any earned or accrued paid time off for unpaid family and medical leave. Only health benefits shall be maintained while an employee is on unpaid family or medical leave, and no benefits shall accrue while an employee is on unpaid family or medical leave or any other unpaid leave of absence.

Section 11. Cancellation of Benefit Time

Once benefit time of four (4) hours or less has been has been approved by the Police Administration Division, an employee may not cancel said benefit time without the approval of the Chief of Police or designee.

ARTICLE 27 - SHIFT BIDDING

Section 1. Definition of Seniority

As used herein, the term seniority shall refer to and be defined as the continuous length of service or employment covered by this Agreement from the date of last hire, less any adjustments due to layoffs or approved leaves of absence without pay.

Section 2. Procedure for Shift Bidding

The bidding for shifts shall be done by seniority in each individual unit. In general, the City shall post the shift bidding list by November 1st of each year, covered members in each division shall have until November 15th of each year to make their shift bid, and a copy of the final shift bid list shall be posted by the City on November 15th of each year. Notwithstanding the foregoing, the bidding for shifts shall also occur, at the City's discretion, if a new workweek schedule is implemented by the City.

As has been the past practice, when the City provides for shift bidding it will retain the right to make certain assignments, such as, for example, the traffic unit, the training officer, other positions that are assigned on a voluntary basis, and one (1) opening on each shift for a probationary employee. In addition

to temporary changes as described in Article 28, Section 4 of this Agreement, in certain circumstances after the City has provided for shift bidding the City shall retain the right to make shift changes; for example, in a situation where three (3) covered members with low seniority end up on one (1) shift, or when, for example, there is a manpower deficiency caused by an employee's resignation.

ARTICLE 28 - NORMAL WORKWEEK AND WORKDAY

Section 1. Definition of Workweek

As of the execution of this Agreement, the term workweek shall be defined as the work schedule currently in effect for covered members with traditional patrol ~~and telecommunication~~ functions which utilizes seven (7) day off groups, and is commonly referred to as the Kelly System work schedule.

As of January 1, 2014, the Kelly System work schedule shall remain intact for the non-Patrol covered members, however the Patrol covered members, will enter into a one (1) year trial period of a "Modified 4-2" schedule. During the one (1) year trial period, the "Modified 4-2" schedule can revert to the Kelly System (and all pre-"Modified 4-2" schedule changes including but not limited to floating holiday time) for Patrol at any time with thirty (30) days' notice from either party. In good faith both parties have agreed to try the "Modified 4-2" schedule during calendar year 2014 and openly discuss any issues that arise with either party in an effort to retain the "Modified 4-2" schedule.

The "Modified 4-2" schedule results in varying work hours, however the City shall pay all Patrol covered members on such schedule for 80 regular hours per pay period as long as the scheduled days are worked in full. As this situation results in an overpayment of hours each calendar year, the City has agreed that there will be no "give back hours" as a result of this arrangement.

Thereafter if during the term of this Agreement the City determines that it is in the interest of effective Police Department operations that the workweek should be changed, the City shall give the Council at least thirty (30) days advance notice thereof and City representatives upon request of the Council shall meet with Council representatives prior to the City's implementation of said workweek change to discuss the impact of the workweek change on covered members in the bargaining unit. This provision only applies to the City's adherence to a departmental work schedule such as, for example, the Kelly System or the "Modified 4-2", as opposed to individual employee work schedules.

In addition to its right to change any employee's work schedule as otherwise provided in this Agreement, the City may change any individual employee's work schedule in exigent or emergency situations. The determination as to when an exigent or emergency situation exists shall be made by the City, but the City must be reasonable in exercising its discretion in that regard.

Any employee who is absent from a given shift and who has accrued, unused paid leave (e.g., vacation leave, floating holiday, sick leave, compensatory time) shall be required to use such paid leave with respect to that absence, but this requirement shall not apply to an absence resulting from the employee serving a disciplinary suspension. The City shall not incur an overtime obligation if it has to change a covered member's shift to cover for the covered member who has been required to use such paid leave.

Section 2. Definition of Workday

Under the Kelly System, the normal workday shall be eight (8) consecutive hours, and shall include a thirty (30) minute paid lunch period, and two (2) fifteen (15) minute breaks each day, subject to emergency work duties. Under the "Modified 4-2" Schedule, the normal workday shall be eight and one-half (8½) consecutive hours, and shall include a thirty (30) minute paid lunch period, and two (2) fifteen (15) minute breaks each day, subject to emergency work duties. If a roll call is required outside of the eight and one-half (8½) consecutive hours, it shall be subject to compensation.

Section 3. Exclusion from the Workweek Schedule

As of the execution of this Agreement, employees assigned to non-traditional patrol ~~or telecommunications~~ functions, such as but not limited to, ~~the Parking Enforcement Officer,~~ the High School Liaison Officer, the Detective Division, the D.A.R.E. program, or the narcotics task force, ~~the Records Clerk position,~~ shall not be required to work the Kelly System or the "Modified 4-2" work schedule. Their assigned work schedules, however, shall be consistent with this Agreement and the City shall have the right, in its discretion, upon giving reasonable notice thereof to the Council, to change their work schedules.

Section 4. Temporary Changes in Work Schedules

Should it be necessary in the City's judgment to establish schedules departing from the normal workday or the normal work cycle, or to change the shift schedule of an employee or employees, the City will give, if practicable, at least twenty-four (24) hours' advance notice of such change to all employees affected by such change.

Section 4 (a) Temporary Changes in Work Schedule for K-9 Officer

The City and the Union acknowledge the need for the K-9 Officer's hours to be varied to increase the effectiveness of the K-9 duties so that those individuals within the community who may be using or selling illegal substances cannot know the pattern or work schedule of the K-9 Officer. To that end, it is agreed that the Chief of Police, or designee, and the K-9 Officer, will set the schedule to include hours and days off that are mutually agreed upon by the parties. The K-9 Officer may directly request to meet with the Chief or designee regarding scheduling. Any changes made shall remain consistent with the relevant Articles of the Agreement, including but not limited to: work hours in excess of eight and one-half (8½) hours compensated as overtime. Changes to the K-9 Officer's schedule shall not circumvent overtime of other employees (covering for vacations, etc.) nor shall the changes be for the purpose of avoiding the payment of overtime pay or court time. However, the K-9 Officer's shift hours may be modified by the Chief, or designee, for the K-9 Officer to participate in K-9 demonstrations, school searches and training that falls outside the K-9 Officer's scheduled duty hours.

Section 5. Covering for Vacations

The City shall incur an overtime obligation to any covered member covering for a "scheduled vacation" defined as three (3) or more consecutive vacation days for which the City has received at least five (5) days advance notice as referred to in Article 27, Section 2. Upon receiving such notice of a "scheduled vacation" ~~in Unit A,~~ the City shall post the overtime for a period of forty-eight (48) hours. ~~Upon receiving such notice of a "scheduled vacation" in Unit B, the City shall first attempt to cover the shift with part-time employees and post it thereafter if no part-time employees cover the shift(s).~~

The City shall have the right to change any covered member's shift for the purpose of having coverage for a vacation day or vacation days other than a "scheduled vacation" as defined in the paragraph above, and the City shall pay the covering covered member at his/her straight-time rate for the first ~~eight (8) hours (~~eight and one-half (8½) hours ~~for Patrol)~~ worked in so covering. The decision as to whether or not to cover for a "scheduled vacation", or for a vacation other than a "scheduled vacation", is at the City's discretion.

Section 6. Shift Swapping/Switching of Hours

Covered members may, at the discretion of supervision, continue the practice of shift swapping within the same twenty-eight (28) day scheduling period. Supervisory approval shall not be unreasonably withheld. Shift swaps which occur during the last week of the twenty-eight (28) day scheduling period would get a fourteen (14) day extension. The switching of hours by Detectives for coverage of holidays and comp time shall occur on a basis of need and not automatically.

Section 7. Covering for Training

The City shall have the right to change a covered member's shift or schedule, including the scheduled days off, for the purpose of scheduling the covered member for training. Additionally, the City shall have the right to change a covered member's shift or schedule, including the scheduled days off, for the purpose of having the covered member cover for another covered member scheduled for training. The covered member whose shift or schedule is so changed shall be paid at his/her straight-time rate of pay for the hours worked on said changed shift or schedule.

Section 8. Covering for Staffing Deficiencies

When a covered member's schedule, including the scheduled days off, is modified due to staffing deficiencies on another shift, resulting from regularly scheduled shift vacancies, the City shall pay such covered member overtime compensation for hours worked to fill said shift vacancy.

Section 9. Covering for Another's Use of a Floating Holiday or Compensatory Time

When a covered member's shift or schedule, including scheduled days off, is modified due to another covered member's use of a floating holiday, or compensatory time, the City shall pay straight-time to said covered member if the floating holiday or compensatory time are not scheduled and used in conjunction with a previously scheduled vacation or if the floating holiday or compensatory time are used pursuant to paragraph 3 of Section 1 above.

Section 10. Covering for Another Covered Member's Use of a Sick Day

When a covered member's schedule, including scheduled days off, is modified due to another covered member's use of a sick day, the City shall pay overtime to said covered member if the modification occurs within twenty-four (24) hours of notification unless the sick day is used pursuant to paragraph 3 of Section 1 above. When the covered member's shift or schedule, including scheduled days off, is modified due to another covered member's use of a sick day, the City shall pay straight-time to said covered member if the modification occurs more than twenty-four (24) hours after notification.

Section 11. Covering for Another Covered Member's Use of Funeral Leave

When a covered member's schedule, including scheduled days off, is modified due to another covered member's use of funeral leave, the City shall pay said covered member overtime compensation for all hours and days worked for said purpose. If funeral leave is extended, according to the provisions of Article 20, the procedure outlined in Section 10 above shall apply.

Section 12. Covering for Another Covered Member Performing Jury Duty
When a covered member's shift or schedule, including scheduled days off, is modified because another covered member is required to perform jury duty, the City shall pay straight-time to said covered member.

ARTICLE 29 - OVERTIME AND COMPENSATORY TIME

Section 1. Overtime
Overtime pay, at the rate of one and one-half (1½) times an employee's straight-time hourly rate of pay, shall be paid for all hours worked in excess of eight (8) hours in a day for non-Patrol and eight and one-half (8½) hours in a day for Patrol. For the purpose of determining eligibility for overtime, all compensated hours shall be considered hours worked. To be eligible for overtime or compensatory time, a covered member must work at least fifteen (15) minutes on each occasion, and shall be compensated in quarter (¼) hour increments for such overtime.

If at the end of a covered member's twenty-eight (28) day cycle under the Kelly System or the "Modified 4-2" schedule, the covered member has worked more than his/her scheduled days for the cycle, the covered member shall be compensated at a rate of one and one-half (1½) times the covered member's straight time hourly rate of pay for those extra days.

If during the term of this Agreement the work week schedule is changed to a five (5) day workweek, a covered member will be eligible for overtime pay at the rate of one and one-half (1½) times the covered member's straight-time hourly rate of pay for the sixth (6th) or seventh (7th) day actually worked in a given workweek.

Section 2. Compensatory Time
At an employee's option, the employee may be credited with compensatory time at the rate of one and one-half (1½) hours per one (1) hour worked in lieu of paid overtime. All compensatory time shall be approved by Police Administration, which includes the shift supervisor, for the purpose of this Section, prior to its accrual. Compensatory time may not accumulate in excess of one hundred (100) hours. All compensatory time in excess of this amount shall be paid. Compensatory time not used in a calendar year shall be carried over to the next calendar year.

Any covered member entitled to compensation for Court Pay pursuant to Section 3 of this Article, compensation for Call Back Pay pursuant to Section 4 of this Article, or Training Pay pursuant to Section 1 of Article 30, may choose to receive such compensation in the form of compensatory time.

Requests for compensatory time usage shall not be accepted for consideration of scheduling, nor approved, more than twenty-eight (28) days in advance of the date of the requested compensatory time.

Covered members will be eligible to convert the time and a half [eligible pay] for working on a designated holiday into compensatory time. To demonstrate, the covered member can bank four (4) hours of compensatory time for working the full eight (8) hour shift on a given holiday.

Section 3. Court Pay
A covered member who is required by the City to be in court or to attend any pre-trial conference while off duty shall receive, at the covered member's time and one-half (1 ½) hourly rate of pay, the greater of the time the employee actually works on a given day or minimum compensation of two (2) hours. A

covered member is eligible to receive two (2) hours of minimum court pay compensation more than once for a given day, if there is an uncompensated period of time in between the two (2) court calls.

Section 4. Call Back Pay

A covered member called back to work while off duty shall receive a minimum of two (2) hours compensation, or the actual time worked, whichever is greater, at one and one-half (1½) times the covered member's straight-time rate or equivalent compensatory time at the covered member's choice.

Section 5. Schedule Changes

The City shall not change a covered member's regularly scheduled day off or regular duty hours for the purpose of avoiding the payment of overtime or court pay to that covered member.

Section 6. Field Training Officer Pay

Any Officer assigned as a Field Training Officer shall receive one and one-half (1½) hours compensatory time for each training day consisting of seven (7) or more hours when actually involved in the training of a full-time field training recruit. Any Officer assigned as a Field Training Officer shall receive one and one-half (1½) hours of compensatory time for each period of seven (7) cumulative hours of training when actually involved in the training of a part-time employee.

~~**Section 7. Communication Training Officer Pay**~~

~~Any Telecommunicator or Records Clerk assigned as a Communication Training Officer or Records Training Officer shall receive one and one-half (1½) hours compensatory time for each training day consisting of seven (7) or more hours when actually involved in the training of a full-time Telecommunicator or Records Clerk. Any Telecommunicator or Records Clerk assigned as a Communication Training Officer or Records Training Officer shall receive one and one-half (1½) hours of compensatory time for each period of seven (7) cumulative hours of training when actually involved in the training of a part-time employee.~~

Section ~~8~~7. Officer in Charge Pay

Any Patrol Officer assigned "Officer in Charge" for any part of a shift shall be paid the hourly wage equal to an entry level Sergeant for those hours worked in that classification. Any Detective specifically assigned the supervision or direction of peers normally assigned to the Detective Sergeant because the Detective Sergeant is absent due to a vacation or training shall be paid the hourly wage equal to an entry level Sergeant for those hours worked in that classification. It is at the City's discretion to assign a Patrol Officer or a Detective, as the case may be, as "Officer in Charge" on a shift; i.e., the City has the right to assign an absent supervisor's duties to another member of supervision and, thus, operate without an "Officer in Charge."

Section ~~9~~8. No Pyramiding

Compensation shall not be paid more than once for the same hours under any provision of this Article or this Agreement.

Section ~~10~~9. Required Overtime

The City shall have the right to require overtime and employees may not refuse overtime assignments. Whenever practical, overtime shall be scheduled on a voluntary basis, except for emergency situations, or except when qualified employee volunteers are not readily available. When more than one (1) employee volunteers for a given overtime assignment the most senior employee shall be given the overtime provided that employee is qualified to do the work. If there are no volunteers for overtime, the covered member with the least seniority on a given shift who is qualified to do the required overtime work shall be

required to work the overtime. If a covered member who is ordered back does not comply for medical reasons, the covered member must submit a medical certificate within one (1) week or the covered member shall be subject to disciplinary action. The City shall only be required to post available overtime when the City has at least five (5) days' notice regarding the need for said overtime. Any such notice shall only be posted for forty-eight (48) hours. An employee shall not be eligible for any overtime work under this Agreement for the shift immediately preceding and the shift immediately following any shift for which the employee was scheduled but was absent from due to the employee's own illness or injury.

Section ~~11~~10. Jury Duty and Witness Pay

An employee shall be given time off without loss of pay or accumulated benefits when asked to serve on a jury or when subpoenaed to appear before a court, public body, or commission connected with City business and not as an adverse party or witness against the City. Compensation received from the Court for jury duty, compensation received for being a witness, or compensation otherwise received for the above described activities, shall be subtracted from the employee's regular straight-time earnings to determine the actual amount to be paid to the employee by the City under this Section. In the event an employee is an adverse party or witness against the City, the City agrees to allow the use of available time off options subject to the approval of the Chief of Police or designee, pursuant to the provisions of the Agreement. Such approval shall not be unreasonably denied.

ARTICLE 30 - POLICE TRAINING

Section 1. Training

The City agrees to provide training classes for the Police Department's employees as is reasonably necessary. Covered members shall be paid for actual time spent in any such required training classes, with a minimum of two (2) hours compensation. Training shall be scheduled by the Chief of Police or designee and employees will attend training sessions as assigned by the City. For classes outside of McHenry County, including firearm training, covered members shall receive a total of one (1) hour compensatory time for roundtrip travel. For classes within McHenry County, covered members shall not receive compensatory time for travel.

Section 2. Travel Expenses

The City shall endeavor to provide transportation to and from any required training classes. In the event that no City vehicle is available for such use, the City shall reimburse the employees for the use of their personal vehicles at the per mile rate established by the Internal Revenue Service.

The City shall reimburse employees assigned to training classes for meal expenses (justified via appropriate receipt submission) related to the training at the following maximum rates:

- Breakfast $10.00
- Lunch $10.00
- Dinner $15.00

The City shall be responsible for pre-paying the cost of any required overnight lodging as a result of covered members attending these required training classes. Any class that requires travel in excess of one hundred (100) actual miles one-way will require overnight lodging at the discretion of the covered member. The City shall reimburse employees for any other travel related expenses which are substantiated and appropriate.

Section 3. Education

The City encourages employees to improve and upgrade their skills through participation in job-related courses, degree programs at colleges and universities, job-related seminars, or workshops. This Section does not apply to any form of education initiated by the City in which the City shall pay all expenses.

Subject to available funds, covered members shall be reimbursed for the cost of registration, tuition, books, and lab fees, (meal, lodging, tolls, and mileage are not reimbursable) if attendance is pre-approved within five (5) business days after initial submission of request by the Chief of Police or designee and the Human Resources Director, and provided courses, job related seminars and/or job related workshops are determined to be in compliance with the following:

- For covered members in undergraduate or graduate programs with a declared major or minor in criminal justice/law enforcement, public administration or in the pursuance of a law degree, all courses required, including electives, may be approved.
- Courses with criminal justice/law enforcement registration designations and courses for introduction to psychology, social work or sociology may be approved when there is no declared major or minor, or a declared major or minor other than criminal justice/law enforcement or public administration.
- Reimbursement, upon satisfactory proof of successful completion, shall be limited to the sum of one thousand dollars ($1,000) per year per covered member for degree-related programs and five hundred dollars ($500) per year for job-related seminars or workshops. If a covered member wishes to enter an undergraduate or graduate program at an accredited college or university, such information should be forwarded to the Chief of Police during the annual budget process and no later than December 31st of each year. Accumulation is not permitted.
- It is expressly understood that all police training/educational opportunities outlined in this Section are to be accomplished on the covered member's time off. The City agrees to allow the use of available time-off options, subject to the approval of the Chief of Police or designee, to attend any of the outlined police training/educational opportunities, pursuant to the provisions of this Agreement.

ARTICLE 31 - NO BARGAINING DURING TERM

This Agreement, reached through good faith collective bargaining, constitutes the entire Agreement between the parties. The parties agree, therefore, that for the term hereof, subject only to the provisions of Article 21, Section 5 and Article 24 hereof, this concludes all collective bargaining between them, and each voluntarily and unqualifiedly waives the right, and agrees the other shall not be obligated to bargain regarding any subject or matter, whether or not referred to or covered in this Agreement, and whether or not such subject or matter was within the knowledge or contemplation of either or both parties at the time they negotiated this Agreement.

ARTICLE 32 - TERM OF AGREEMENT

This Agreement shall become effective as of the first day of May, 2016~~3~~ and shall remain in full force and effect to and including April 30, 2020~~16~~. After April 30, 2020~~16~~, and at the end of each yearly period thereafter, this Agreement shall be renewed automatically for a further period of one (1) year unless either party gives written notice of a desire to modify, amend or terminate this Agreement at least sixty (60) days prior to April 30, 2020~~16~~ or prior to the end of any yearly period thereafter.

ARTICLE 33 - ALCOHOL AND DRUG TESTING

Section 1. Statement of Policy

It is the policy of the City of Woodstock that the public has the absolute right to expect persons employed by the City in its Police Department to be free from the effects of drugs and/or alcohol. The City, as the Employer, has the right to expect its employees to report to work fit and able for duty and not affected by the abuse of legal drugs, illegal drugs, and/or alcohol to set a positive example for the community. The purposes of this policy shall be achieved in such a manner as not to violate any established rights of the employees of the Police Department. For purposes of the Article, the term "employee" includes all covered members ~~in Unit A and Unit B~~.

Section 2. Prohibitions

Employees shall be prohibited from:

a) Consuming or possessing alcohol at any time and at any place while on duty except as may be necessary in the performance of duty as authorized by the Chief or designee.
b) Possessing, using, selling, purchasing or delivering any illegal drug at any time and at any place except as may be necessary in the performance of duty as authorized by the Chief or designee.
c) Failing to report to the employee's supervisor any known adverse side effects of medication or prescription drugs that the employee may be taking.

Section 3. Drug and Alcohol Testing Permitted

The Chief of Police or designee shall have the right to require the employee to submit to alcohol and/or drug testing as set forth in this Agreement under the following conditions:

a) *Pre-employment/Recall from Layoff* – All applicants for employment will be tested following acceptance of a contingent job offer. Covered members on layoff for more than six (6) consecutive months will be tested upon recall.
b) *Reasonable Suspicion* - Where the City has reasonable suspicion to believe that an employee is being affected by the use of alcohol, the abuse of prescription drugs and/or the use of illegal drugs. Reasonable suspicion will originate in writing at the supervisory level, must have the collaboration and concurrence in writing of one (1) other supervisor and must provide the supported reasons for testing prior to testing. Copies of supervisory level written documentation will be provided to the Council and employee prior to testing.
c) *Post-Accident/Post-Injury* – An employee in any accident while on duty that involves: an injury (to oneself or another person) requiring medical attention, and/or a motor vehicle accident and/or other damage to property in excess of $7,500.
d) *Random Testing* - Upon ratification of this Agreement, and on a periodic basis, but no more than four (4) times annually, employees will be subject to random testing for safety and security needs. All employees within the Police department, including Command staff, will be included in a random draw. Up to, but no more than twenty-four (24), employees will be randomly drug and alcohol tested per calendar year. The random pool will be administered by medical facility personnel who will contact the Chief of Police and/or the Human Resources Director who, in return, will contact each individual, while the employee is on duty, whose name was drawn to advise him/her of the test. The Woodstock Police department will be the collection site for

random testing. Any employee who is using benefit time and/or on any regular day off (RDO) on the day of the random testing will not be tested.

Under each of the circumstances above, the employee shall be informed of his/her right to Council representation. Employees will submit to the test upon order from their supervisor and/or the Chief of Police or designee and testing shall not be unreasonably delayed by reason of the employee's inability to consult with legal counsel or the Council. When a serious injury is not involved, employees will be allowed to take the test in civilian clothing. If an employee chooses to wear civilian clothes during the testing, he/she must have the change of clothes available at the Department.

Any time spent by an employee per this policy in the testing procedure will be considered as work time and subject to compensation as outlined in Article 29, Section 1 as applicable.

Section 4. Refusal to Submit to Testing

Refusal to submit to testing may subject the employee to discipline up to and including discharge, but the taking of the test shall not be construed as a waiver of any objection or right that the employee or Council may have.

Section 5. Testing to be Conducted

In conducting the testing authorized by this Agreement, the City shall:

a) Use only a clinical laboratory or hospital facility which follows SAMHSA and NHSTA standards, provides a designated Medical Review Officer (MRO), and is certified by the State of Illinois to perform drug and/or alcohol testing, or use a licensed Intoximeter Operator who is not a member of the bargaining unit for those tests necessitating confirmation of a portable device indicating the presence of alcohol.
b) Use only a clinical laboratory or hospital facility that collects samples in such a manner as to preserve the individual employee's right to privacy while ensuring a high degree of security for the sample, its chain of custody, and its freedom from adulteration. Employees shall not be witnessed by anyone while submitting a sample except in circumstances where there is reasonable suspicion that the employee may attempt to compromise the accuracy of the testing procedure.
c) Use only a clinical laboratory or hospital facility that confirms any sample that tests positive in initial screening for drugs by testing the second portion of the same sample by gas chromatography/mass spectrometry (GC/MS) or an equivalent or better scientifically accurate and accepted method that provides quantitative data about the detected drug or drug metabolites.
d) Provide the employee tested with an opportunity to have the split sample tested by a clinical laboratory or hospital facility of the employee's choosing, at the employee's own expense, provided the employee notifies the City in writing within one (1) year of the date of collection.
e) Require that the laboratory or hospital facility report to the City's Human Resources Director or Human Resources department designee that a sample is positive only if both the initial screening and confirmation test are positive for a particular drug and/or testing indicates the presence of an adulterant or substitute sample. The parties agree that should any information concerning such testing or the results thereof be obtained by the City inconsistent with the understandings expressed herein (e.g. billings for testing that reveal the nature or number of tests administered), the City shall not use such information in any manner or form adverse to the employee's interests.
f) Require that with regard to alcohol testing, the City shall first use a portable breath alcohol testing device (PBT) via a certified/trained operator to detect the presence of alcohol. If the PBT registers

the presence of alcohol, the employee shall be taken to Centegra Occupational Health/Centegra Emergency Room in Woodstock to take a second breath alcohol test for the purpose of determining whether the employee is under the influence of alcohol. Test results showing an alcohol concentration of .020 or more based upon the grams of alcohol per 100 milliliters of blood shall be considered positive. The foregoing standard shall not preclude the City from attempting to show that test results between .010 and .020 demonstrate that the employee was affected by alcohol, but the City shall bear the burden of proof in such cases.

g) For all positive test results, within two (2) calendar days of receipt, the City's Human Resources Director or designee shall provide each employee tested with a copy of all information and reports received by the City in connection with the testing and the results.
h) Ensure that no employee is the subject of any adverse employment action except emergency temporary reassignment or relief of paid duty during the pendency of any testing procedure.
i) Store such test results in confidential medical files only.

Section 6. Disciplinary Action

Violation of the conduct prohibited by Section 2 of this Article and/or testing positive for drugs or the presence of an adulterant in a sample provided shall be cause for recommendation for discharge, subject to the Article 15 Dispute Resolution and Grievance Procedure.

Section 7. Last Chance Agreement for Alcohol

In cases of testing positive for alcohol (test results showing an alcohol concentration of .020 or more based upon the grams of alcohol per 100 milliliters of blood), and in the Chief or designee's discretion, discipline less than discharge is determined to be appropriate, such discipline will be conditioned upon:

a) The employee was not under formal investigation for illegal drug use and/or abuse of alcohol.
b) The employee agrees to appropriate treatment as determined by the health care professional(s) involved.
c) The employee discontinues the abuse of alcohol.
d) The employee completes the course of treatment prescribed, including an "after care" plan for a period determined appropriate by the treating health care professional(s) involved.
e) The employee agrees to submit to unlimited unannounced testing during hours of work for a time period of twenty-four (24) months, during and/or after the period of "after care," as recommended by the attending health care professional(s).

Employees who do not agree to or fail to act in accordance with the foregoing "last chance agreement" for alcohol, or who test positive a second or subsequent time for the presence of illegal drugs and/or alcohol during the hours of work, shall immediately resign in lieu of discharge.

Section 8. Voluntary Request for Assistance

The City shall take no adverse employment action against any employee who voluntarily seeks treatment, counseling or other support for an alcohol and/or drug related problem not involving or related to criminal activity, other than the City may require reassignment of the employee with pay if the employee is unfit for duty in his/her current assignment. An employee's voluntary request for assistance must be made prior to any notification of post-accident/post-injury, random or reasonable suspicion testing. Nothing herein shall limit the Employer's right to seek disciplinary action for misconduct arising out of or relating to the employee's use of illegal drugs and/or alcohol. The foregoing is conditioned upon:

a) The employee was not under formal investigation for illegal drug use and/or abuse of alcohol.

b) The employee agrees to appropriate treatment as determined by the health care professional(s) involved.
c) The employee discontinues the illegal use of drugs and/or abuse of alcohol.
d) The employee completes the course of treatment prescribed, including an "after care" plan for a period determined appropriate by the treating health care professional(s) involved.
e) The employee agrees to submit to unlimited unannounced testing during hours of work for a time period of no less than twelve (12) months but no more than eighteen (18) months, during and/or after the period of "after care," as recommended by the attending health care professional(s).

Employees who do not agree to or act in accordance with the foregoing shall be subject to discipline, up to and including discharge.

Section 9. Leaves of Absence

This Article shall not be construed as an obligation on the part of the City to retain an employee on active status throughout the period of rehabilitation if it is appropriately determined by a medical professional that the employee's current use of alcohol and/or drugs prevents such individual from performing the duties of a police employee or whose continuance on active status would constitute a direct threat to the property and/or safety of others. Such employee shall be afforded the opportunity, at the employee's option, to use accumulated paid leave or take an unpaid leave of absence pending treatment. If there is a question or concern relating to the appropriateness of an employee's return to work following a period of rehabilitation, the Human Resources Director shall discuss the situation with the medical professional involved.

Section 10. Right to Contest

If disciplinary action is not taken against an employee based in whole or in part on the results of a drug and/or alcohol test, the Council and/or the employee, with or without the Council, shall have the right to file a grievance concerning any testing permitted by this Agreement, contesting the basis for the order to submit to the tests, the right to test, the administration of the tests, the significance and accuracy of the tests, the consequences of the testing or results or any other alleged violation of this Agreement. Such grievances shall be commenced at Step 2 of the Grievance Procedure.

Further, if disciplinary action is taken against an employee based in part upon the positive results of a test as defined by this Article, then the Council or the employee shall have the right to file a grievance concerning any portion of the test as denoted above. Any evidence concerning test results which is obtained by the Employer in violation of the standards contained in this Article shall not be admissible in any Employer/City disciplinary proceeding involving the employee.

This Article shall not in any way limit the City's rights to take such action as the City, in its discretion, deems appropriate if an employee engages in conduct prohibited by Section 2 of this Article, unless such exercise is contrary to or inconsistent with the terms and conditions stated in this Agreement.

SIGNATURE PAGE

IN WITNESS THEREOF, the parties hereto have affixed their signatures this day of , 2016.

FOR THE CITY OF WOODSTOCK:	FOR FOP LODGE #191:
Dr. Brian P. Sager Mayor	Richard R. Dolan Unit Steward
Roscoe C. Stelford, III City Manager	Cory R. Fink Unit Steward
Deborah K. Schober Director, Human Resources	Michael E. Karnath Unit Steward
Robert W. Lowen Chief of Police	Dan Pauley Unit Steward
Cindy Smiley City Clerk	Charles Vorderer Unit Steward

Clerk Seal:

EXHIBIT 1 - DUES DEDUCTION AUTHORIZATION FORM

Dues Authorization Form

ILLINOIS FRATERNAL ORDER OF POLICE
LABOR COUNCIL
974 CLOCKTOWER DRIVE
SPRINGFIELD, ILLINOIS 62704

I,_____, hereby authorize my employer, City of Woodstock , to deduct from my wages the uniform amount of monthly dues set by the Illinois Fraternal Order of Police Labor Council, for expenses connected with the cost of negotiating and maintaining the collective bargaining agreement between the parties and to remit such dues to the Illinois Fraternal Order of Police Labor Council as it may from time to time direct. In addition, I authorize my employer named hereinabove to deduct from my wages any back dues owed to the Illinois Fraternal Order of Police Labor Council from the date of my employment, in such manner as it so directs.

Date:_____ Signed:_____

Address:_____

City:_____

State:_____Zip:_____

Telephone:_____

Employment Start Date: _____

Title: _____

Employer, please remit all dues deductions to:

Illinois Fraternal Order of Police Labor Council
Attn: Accounting
974 Clocktower Drive
Springfield, Illinois 62704
(217) 698-9433

Dues remitted to the Illinois Fraternal Order of Police Labor Council are not tax deductible as charitable contributions for federal income tax purposes; however, they may be deductible on Schedule A of Form 1040 as a miscellaneous deduction.

Rev. April 4, 2011

EXHIBIT 2 – POLICE PENSION RECORD OF UNPAID/LEAVE SUSPENSION

Police Department
Robert W. Lowen, Chief of Police

656 Lake Avenue
Woodstock, Illinois 60098
phone 815.338.6787
fax 815.334.2275
policedept@woodstockil.gov
www.woodstockil.gov

To: WOODSTOCK POLICE PENSION BOARD

From: _____

Date: _____

Re: Record of Unpaid Leave / Suspension

Date(s) of Unpaid Leave / Suspension: _____

I acknowledge that during the dates listed above, I did not make the required contributions to the Woodstock Police Pension Fund due to an unpaid leave or suspension.

If the unpaid leave is due to a suspension, I further understand that affixing my signature and acknowledging this suspension is not to be construed as an admission of guilt in the event(s) leading up to this suspension.

Signed: _____

Dated: _____

EXHIBIT 3 - GRIEVANCE FORM

GRIEVANCE

WOODSTOCK POLICE DEPARTMENT

Unit#

GRIEVANT: GRIEVANT: LABOR COUNCIL ☐

YEAR

(Last) (First) (Middle)

ADDRESS:

CITY: STATE: ZIP:

PHONE: Work: Home: Other:

NUMBER

STEP ONE

Date of Incident or Date Knew of Facts Giving Rise to Grievance: _____

Article (s) cited as violations: _____ and any other applicable Article

Short and to the point Explanation: _____

Remedy Sought: _____

_____, in part and in whole, make grievant whole

SUBMITTED TO: _____ *DATE:* _____

_____ Grievant's Signature

_____ Labor Council Representative Signature

EMPLOYER RESPONSE

_____

Title: _____ Response Given To: _____

Employer Representative Signature Date: _____

EXHIBIT 3 - GRIEVANCE FORM (CONTINUED)

STEP TWO

Reason for Advancing Grievance or Short and to the point Explanation: _____

_____

_____

_____

_____

Remedy Sought: _____

_____

_____

_____

_____, in part and in whole, make grievant whole.

SUBMITTED TO: _____ DATE: _____

_____ _____

Grievant's Signature Labor Council Representative Signature

_____ Title: _____ Response Given To: _____

Employer Representative Signature D ate: _____

EMPLOYER RESPONSE

_____

_____

_____

_____

_____

_____

_____

_____

_____ Title: _____ Response Given To: _____

Employer Representative Signature Date: _____

ARBITRATION

Grievance Submitted to Labor Council on: _____ Arbitration Notification Date: _____

Employer Notification

Mayor/President/Official: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Attorney/Representative: _____ Phone: _____

Address: _____ City: _____ Zip: _____

EXHIBIT 4 - WAGE SCHEDULES ~~– UNIT A~~

Collective Bargaining Agreement Between
The City of Woodstock
and the
Illinois Fraternal Order of Police Labor Council / Woodstock Lodge # 191

Unit A - Patrol Officers

		Current			2.75%			2.50%			2.50%			2.75%	
		5/2015 - 4/2016			5/2016 - 4/2017			5/2017 - 4/2018			5/2018 - 4/2019			5/2019 - 4/2020	
	Hourly	Annual	%	Hourly	Annual	%	Hourly	Annual	%	Hourly	Annual	%	Hourly	Annual	%
Start	$25.64	$53,326		$26.34	$54,792		$27.00	$56,162		$27.68	$57,566		$28.44	$59,149	
1	$27.67	$57,545	7.9%	$28.43	$59,127	7.9%	$29.14	$60,605	7.9%	$29.87	$62,120	7.9%	$30.69	$63,828	7.9%
2	$29.69	$61,763	7.3%	$30.51	$63,461	7.3%	$31.27	$65,048	7.3%	$32.05	$66,674	7.3%	$32.94	$68,508	7.3%
3	$31.72	$65,982	6.8%	$32.59	$67,797	6.8%	$33.41	$69,492	6.8%	$34.24	$71,229	6.8%	$35.19	$73,188	6.8%
4	$33.75	$70,201	6.4%	$34.68	$72,132	6.4%	$35.55	$73,935	6.4%	$36.43	$75,783	6.4%	$37.44	$77,867	6.4%
5	$35.78	$74,420	6.0%	$36.76	$76,467	6.0%	$37.68	$78,379	6.0%	$38.62	$80,338	6.0%	$39.69	$82,547	6.0%
6	$37.81	$78,639	5.7%	$38.85	$80,802	5.7%	$39.82	$82,822	5.7%	$40.81	$84,893	5.7%	$41.94	$87,228	5.7%
7	$41.39	$86,091	9.5%	$40.69	$84,631	4.7%	$41.70	$86,746	4.7%	$42.75	$88,915	4.7%	$43.92	$91,360	4.7%
8	-	-	n/a	$42.53	$88,459	4.5%	$43.59	$90,670	4.5%	$44.68	$92,937	4.5%	$45.91	$95,493	4.5%

Unit A - Detectives

		Current			2.75%			2.50%			2.50%			2.75%	
		5/2015 - 4/2016			5/2016 - 4/2017			5/2017 - 4/2018			5/2018 - 4/2019			5/2019 - 4/2020	
	Hourly	Annual	%	Hourly	Annual	%	Hourly	Annual	%	Hourly	Annual	%	Hourly	Annual	%
Start	$26.92	$55,992		$27.66	$57,532		$28.35	$58,970		$29.06	$60,444		$29.86	$62,106	
1	$29.05	$60,421	7.9%	$29.85	$62,083	7.9%	$30.59	$63,635	7.9%	$31.36	$65,226	7.9%	$32.22	$67,020	7.9%
2	$31.18	$64,851	7.3%	$32.04	$66,634	7.3%	$32.84	$68,300	7.3%	$33.66	$70,008	7.3%	$34.58	$71,933	7.3%
3	$33.31	$69,280	6.8%	$34.22	$71,185	6.8%	$35.08	$72,965	6.8%	$35.96	$74,789	6.8%	$36.95	$76,846	6.8%
4	$35.44	$73,710	6.4%	$36.41	$75,737	6.4%	$37.32	$77,630	6.4%	$38.26	$79,571	6.4%	$39.31	$81,759	6.4%
5	$37.57	$78,142	6.0%	$38.60	$80,291	6.0%	$39.57	$82,298	6.0%	$40.56	$84,355	6.0%	$41.67	$86,675	6.0%
6	$39.70	$82,571	5.7%	$40.79	$84,842	5.7%	$41.81	$86,963	5.7%	$42.85	$89,137	5.7%	$44.03	$91,588	5.7%
7	$43.46	$90,396	9.5%	$42.72	$88,862	4.7%	$43.79	$91,084	4.7%	$44.89	$93,361	4.7%	$46.12	$95,928	4.7%
8	-	-	n/a	$44.65	$92,882	4.5%	$45.77	$95,204	4.5%	$46.92	$97,584	4.5%	$48.21	$100,268	4.5%

** Actual COLA calculations are done on annual figures, hourly figures are derived by dividing annual figures by 2080 hours.*

*** Annual figures are shown for demonstration purposes only. Hourly figures are actually used in payroll.*

EXHIBIT 4 - WAGE SCHEDULES – UNIT B

Collective Bargaining Agreement Between
The City of Woodstock
and the
Illinois Fraternal Order of Police Labor Council / Woodstock Lodge # 191

Unit B – Dispatchers								
	Current		2.00%		2.50%		2.50%	
	5/2012 - 4/2013		5/2013 - 4/2014		5/2014 - 4/2015		5/2015 - 4/2016	
	$	%	$	%	$	%	$	%
Start	$37,069	-	$37,810	-	$38,756	-	$39,725	-
1	$40,362	8.9%	$41,169	8.9%	$42,198	8.9%	$43,253	8.9%
2	$43,657	8.2%	$44,530	8.2%	$45,643	8.2%	$46,784	8.2%
3	$46,951	7.5%	$47,890	7.5%	$49,087	7.5%	$50,314	7.5%
4	$50,246	7.0%	$51,251	7.0%	$52,532	7.0%	$53,845	7.0%
5	$53,539	6.6%	$54,610	6.6%	$55,975	6.6%	$57,374	6.6%
6	$56,834	6.2%	$57,971	6.2%	$59,420	6.2%	$60,905	6.2%
7	$62,505	10.0%	$63,755	10.0%	$65,349	10.0%	$66,983	10.0%

Unit B – Records Clerks								
	Current		2.00%		2.50%		2.50%	
	5/2012 - 4/2013		5/2013 - 4/2014		5/2014 - 4/2015		5/2015 - 4/2016	
	$	%	$	%	$	%	$	%
Start	$35,285	-	$35,991	-	$36,890	-	$37,813	-
1	$38,551	9.3%	$39,322	9.3%	$40,305	9.3%	$41,313	9.3%
2	$41,817	8.5%	$42,653	8.5%	$43,720	8.5%	$44,813	8.5%
3	$45,083	7.8%	$45,985	7.8%	$47,134	7.8%	$48,313	7.8%
4	$48,349	7.2%	$49,316	7.2%	$50,549	7.2%	$51,813	7.2%
5	$51,616	6.8%	$52,648	6.8%	$53,965	6.8%	$55,314	6.8%
6	$54,881	6.3%	$55,979	6.3%	$57,378	6.3%	$58,813	6.3%
7	$58,150	6.0%	$59,313	6.0%	$60,796	6.0%	$62,316	6.0%

~~EXHIBIT 4 - WAGE SCHEDULES – UNIT B (CONTINUED)~~

~~Collective Bargaining Agreement Between~~
~~The City of Woodstock~~
~~and the~~
~~Illinois Fraternal Order of Police Labor Council / Woodstock Lodge # 191~~

~~*Unit B - Parking Enforcement*~~

	~~Current~~		~~2.00%~~		~~2.50%~~		~~2.50%~~	
	~~5/2012 - 4/2013~~		~~5/2013 - 4/2014~~		~~5/2014 - 4/2015~~		~~5/2015 - 4/2016~~	
	~~$~~	~~%~~	~~$~~	~~%~~	~~$~~	~~%~~	~~$~~	~~%~~
~~Start~~	~~$27,028~~	-	~~$27,569~~	-	~~$28,258~~	-	~~$28,964~~	-
~~1~~	~~$28,967~~	~~7.2%~~	~~$29,546~~	~~7.2%~~	~~$30,285~~	~~7.2%~~	~~$31,042~~	~~7.2%~~
~~2~~	~~$30,907~~	~~6.7%~~	~~$31,525~~	~~6.7%~~	~~$32,313~~	~~6.7%~~	~~$33,121~~	~~6.7%~~
~~3~~	~~$32,847~~	~~6.3%~~	~~$33,504~~	~~6.3%~~	~~$34,342~~	~~6.3%~~	~~$35,200~~	~~6.3%~~
~~4~~	~~$34,787~~	~~5.9%~~	~~$35,483~~	~~5.9%~~	~~$36,370~~	~~5.9%~~	~~$37,279~~	~~5.9%~~
~~5~~	~~$36,726~~	~~5.6%~~	~~$37,461~~	~~5.6%~~	~~$38,397~~	~~5.6%~~	~~$39,357~~	~~5.6%~~
~~6~~	~~$38,664~~	~~5.3%~~	~~$39,437~~	~~5.3%~~	~~$40,423~~	~~5.3%~~	~~$41,434~~	~~5.3%~~
~~7~~	~~$40,604~~	~~5.0%~~	~~$41,416~~	~~5.0%~~	~~$42,451~~	~~5.0%~~	~~$43,513~~	~~5.0%~~

EXHIBIT 5 - LETTER OF UNDERSTANDING

Herein set forth a Letter of Understanding and Agreement between the City of Woodstock and the Illinois Fraternal Order of Police Labor Council / Woodstock Lodge # 191.

It is hereby agreed upon by the City of Woodstock (herein referred to as the City) and the Illinois Fraternal Order of Police Labor Council / Woodstock Lodge # 191 (herein referred to as the Labor Council), that a letter of understanding and agreement is necessary and appropriate at this time in an effort to prevent any immediate, or potential future, misunderstanding or grievance with regards to two current developing issues in the Police Department.

Issue One –

On or about February 1, 2006 the Woodstock Police Department will proceed forward with implementing a permanent beat program and policy that will utilize Patrol Officers as Permanent Beat Officers. Permanent Beat Officer assignments will be offered on a volunteer basis with officer seniority and supervisor approval prevailing. As a part of this program these Permanent Beat Officers will be charged with conducting periodic beat meetings with the community residents. At times these beat meetings may occur outside of an Officers normal duty hours and may as well be conducted as a team consisting of the Permanent Beat Officers from all three shifts who are responsible for a particular beat. These beat meetings may therefore at times result in the assignment of overtime to these Permanent Beat Officers.

By this letter of understanding and agreement, both the City and the Labor Council recognize that the overtime for conducting such beat meetings is most appropriately assigned to those Officers who have been designated as Permanent Beat Officers. Both the City and the Labor Council also therefore agree that the overtime to conduct such beat meetings is most appropriately assigned to the Permanent Beat Officers without regard to the general seniority status of the Officers within Unit A of the bargaining unit. Therefore, it is agreed that the City will assign overtime to Permanent Beat Officers for the purpose of conducting beat meetings within the community at its discretion without regard to the seniority status of any other unit A employee. Permanent Beat Officers conducting beat meetings during hours outside of their normal work hours will be compensated pursuant to the provisions of Article XXIX, Section 4. Call Back Pay, of the labor agreement. All other overtime assignments will continue to be assigned pursuant to the provisions of the labor agreement and past practice.

Issue Two-

The City and the Labor Council recognize and agree that there has been a change in how the supervisory coverage of the patrol shifts is achieved. As the result of that change the overall concept of the staffing and manpower coverage levels of the patrol shifts has also changed. The scheduling of supervisory staff, and the scheduling of patrol officer staff, have now realistically become two separate and distinct issues with regards to the impact that such has on the scheduling of vacations and the potential for the disruption of service to the community.

EXHIBIT 5 - LETTER OF UNDERSTANDING (CONTINUED)

Therefore, it is agreed upon that henceforth, for the purposes of the language contained within Article XVII, Section 2 of the labor agreement, the Patrol Sergeants will no longer be considered as ***"Patrol Division employees"*** with regards to the restrictions of this section pertaining to the scheduling of vacations. As such, one (1) Patrol Officer and one (1) Patrol Sergeant assigned to the same shift can now be on vacation at the same time. Furthermore, pursuant to the current language in the contract, ***".... a Patrol Officer can take a single vacation day when another employee (now considered as "Patrol Officer") on the same shift is on vacation at the same time, if there are enough Patrol Officers on the shift such that it will not be necessary to cover for the Patrol Officer taking the vacation day."*** All other language as defined currently in the labor agreement, Article XVII, Section 2 will remain in effect and will not be changed or modified by this agreement.

Herein both the City and the Labor Council and its representatives set forth, and agree to the changes listed herein this letter of understanding and agreement.

City:

Police Dept.: _____

Police Dept.: _____

~~Personnel~~ Human Resource Director: _____

City Manager: _____

The Union:

Lodge # 191: _____

Lodge # 191: _____

Lodge # 191: _____

Lodge # 191: _____

Lodge # 191: _____

Labor Council: _____

Dated This 3rd Day of January, 2006

Effective: The 9th Day of January 2006

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE CITY OF WOODSTOCK

AND THE

ILLINOIS FRATERNAL ORDER OF POLICE

LABOR COUNCIL / WOODSTOCK LODGE #191

UNIT B – TELECOMMUNICATORS AND RECORDS CLERKS

May 1, 2016~~3~~ – April 30, ~~2016~~2018

Unit ~~A &~~ B Membership Ratified, ~~November 11, 2013~~ April 27, 2016

Adoption by Woodstock City Council, May 3, 2016~~November 19, 2013~~

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ARTICLE 1 - RECOGNITION

Section 1. Unit Description

The City hereby recognizes the Illinois Fraternal Order of Police Labor Council ("Council") as the sole and exclusive collective bargaining representative for the purpose of collective bargaining on matters relating to wages, hours, and other terms and conditions of employment as follows:

- ~~*Unit A - Peace Officer Unit:*~~
  - ~~Included: all full-time sworn Peace Officers in the ranks of patrol and below.~~
  - ~~Excluded: all supervisory, managerial and confidential employees and all other employees of the City of Woodstock~~

- *Unit B - Telecommunicator Unit:*
  - Included: all full-time Telecommunicators, Records Clerks, and Parking Enforcement Officers.
  - Excluded: all supervisory, managerial and confidential employees and all other employees of the City of Woodstock

Whenever "covered members" are denoted in the Labor Agreement ("Agreement"), such shall refer to the following full-time job classifications of bargaining unit employees covered by this Agreement: ~~Patrol Officers, Detectives,~~ Telecommunicators, Records Clerks and Parking Enforcement Officers.

Section 2. Supervisors

Supervisors may continue to perform bargaining unit work which is incidental to their jobs. They may also perform bargaining unit work in emergency situations and where such work is necessary to train a covered member. Such work by supervisors may result from but shall not cause any layoffs of covered members.

Section 3. Short-Term/Part-Time Employees

The City may continue to utilize the services of short-term and part-time employees to perform bargaining unit work in accordance with past practice. Such utilization shall not cause layoffs of covered members. The job duties and functions shall not be substantially increased, or expanded, beyond what they presently are except as denoted below for the term of this Agreement.

~~The parties to this Agreement agree that part-time sworn Police Officers certified by the State of Illinois will only be utilized for newly contracted work not currently being performed by full-time Unit A covered members. Such part-time Officers shall only perform work outside of the corporate limits of the City of Woodstock except in cases of mutual aid assistance. Community Service Officers (CSO) may be used for Adjudication Court and civilian/fee based finger-printing, in addition to the duties and work assignments that the CSO performed prior to this Agreement, such as: lockouts, downtown parking enforcement, house checks and park patrol.~~

The parties to this Agreement agree that part-time Telecommunicators shall have the same certifications as required for the full-time Telecommunicators and may be utilized for work being performed by full-time Telecommunicators ~~in Unit B~~.

The Employer agrees with the following obligations and requirements:

- Except under circumstances of layoff, telecommunication center shutdown, disciplinary termination, resignation, or retirement the following covered members shall retain their full time status:
  - Yesenia Carreno
  - Jan ~~DeFrancesca~~DiFrancesca
  - Patricia ~~Eichenger~~Eichinger
  - Kathi Gallagher
  - Pamela Hess
  - Robin ~~Karolweicz~~Karolewicz
  - Kim Kogler
  - Amy McKendry
  - Chad Peterson
  - Tami Soto
  - Natalie Walker

- No part-time employee shall remain employed while ~~any Unit B~~ covered member is on a layoff.
- With the exception of designated holidays, part-time employees may be utilized for ~~Unit B~~ coverage for scheduled vacations and leaves of absence of three (3) or more consecutive days. Coverage not provided by part-time employees during such periods and all other coverage necessary shall be obtained pursuant to Article 29 of the Agreement and practice ~~for Unit B~~.
- When a ~~Unit B~~ shift shortage occurs with less than twenty-four (24) hours notice, the shift shall be offered in compliance with the overtime call-out procedure memo revised and reissued June 7, 2000. Part-time employees will be placed at the bottom of the call-out list and only offered the shift after all covered members have declined the overtime. Covered members may be ordered back only after all part-time employees have declined the shift coverage.
- No part-time employee shall cause any covered member to switch or be bumped off any shift or assignment.

ARTICLE 2 - MANAGEMENT RIGHTS

The City shall not be required to bargain over matters of inherent managerial policy, which shall include, but not be limited to, such areas of discretion or policy as the functions of the City, standards of services, its overall budget, the organizational structure, and selection of new employees.

All rights, powers, functions, and authority which the City had prior to the signing of this Agreement are retained by the City except those rights, powers, functions or authority which are expressly and specifically abridged, modified or limited by this Agreement or the Illinois Public Labor Relations Act, and then only to the extent so specifically and expressly abridged, modified or otherwise limited as mandatory subjects of bargaining.

The rights which are vested exclusively in the City, except as abridged by a specific provision of this Agreement, include, but are not limited to, the right: to determine the organization and operations of the Police Department; to determine and change the purpose, composition, and function of each of its constituent departments and subdivisions; to set standards for the services to be offered to the public; to direct the employees of the Department, including the right to assign work and overtime; to determine the overall budget; to hire, examine, classify, select, promote, train, transfer, assign, and schedule employees; to increase, reduce or change the composition and size of the work force, including the right to lay off employees due to lack of work or funds or other reasons; to subcontract work when necessary or proper; to establish or modify work schedules and to determine the number of and specific hours worked; to establish, modify, combine or eliminate job positions and classifications; to change, modify or introduce

new methods, equipment or facilities; to maintain continuity of service, order and efficiency; to require employees to observe published reasonable rules and regulations; to promulgate personnel policies and practices not inconsistent with the express provisions of this Agreement; to suspend, demote, discharge or otherwise discipline for just cause and, in connection therewith, to add, delete or alter policies, procedures, rules and regulations; to establish, implement and maintain an effective internal control program; to determine and manage all matters which are not subject to interest arbitration pursuant to Section 14(I) of the Illinois Public Labor Relations Act or about which the City is not required to bargain in accord with Section 4 of the Illinois Public Labor Relations Act.

The City shall have the right to take any and all actions as may be necessary to carry out the mission of the City and the Police Department in the event of civil emergency as may be declared by the Mayor, City Manager, Police Chief or their authorized designees; and to determine in the sole discretion of the City Manager, that civil emergency conditions exist, which may include, but are not limited to, riots, civil disorders, tornado conditions, floods or other catastrophes.

ARTICLE 3 - F.O.P. REPRESENTATIVES

Section 1. Grievance Processing

For the purpose of aiding or assisting or otherwise representing covered members in the processing of grievances or in exercising other rights set forth in this Agreement, any one (1) of the designated six (6) person Grievance Committee shall be permitted the actual time of the Employer-covered member meeting, and a pre-conference, and post-conference, meeting of up to one-half (½) hour each, if necessary, without loss of pay. These activities cannot interfere with or restrict the effective operations of the Police Department. The Employer-covered member meeting shall typically be held during the grieving covered member's off-duty time.

Section 2. Delegates to F.O.P. Conferences

Any covered member chosen as a delegate to any F.O.P. state or national conference may, upon written application approved by the Council and submitted to the City with at least fourteen (14) days' notice, be given a leave of absence without loss of pay, by use of compensatory time, vacation time, or floating holiday, for the period of time required to attend such convention or conference, provided this period of time shall not exceed six (6) working days and provided that giving such a leave of absence does not unduly interfere with or restrict the effective operations of the Police Department. No more than two (2) covered members in any one (1) bargaining unit, and no more than three (3) covered members from the combined bargaining units, shall be approved for leave as provided in this Section in any calendar year. However, only one (1) covered member from Unit B may be granted a leave of absence under this Section at any given time.

Section 3. Council Negotiating Team

Both the City and Council shall endeavor to schedule negotiations at a time which will not interfere with the work schedule of any of the members of the negotiating team. When a negotiation session is scheduled, however, the Council shall inform the City which members of its negotiation team it wants to attend the session. Should a meeting time be required and agreed upon by both sides, and occur when a negotiating team member is scheduled to work, then one (1) member of the negotiating team shall be excused from regular duty without loss of pay for the length of time of the negotiating session. If a Council negotiating team member is in a regular off-duty status or off-hours status that member shall not be compensated for attending the negotiation session.

~~ARTICLE 4 - BILL OF RIGHTS~~

~~If the inquiry, investigation or interrogation of any covered member in Unit A could result in the recommendation of removal, discharge, or suspension in excess of three (3) days the City shall follow the procedures set forth in Chapter 50, Sections 725/1 et seq. of the Illinois Compiled Statutes. In the City's sole discretion, the covered member may be relieved of duty pending a formal hearing and shall receive all ordinary pay and benefits, as he/she would have if he/she were not charged. The covered member shall have the right to be represented at such an inquiry, investigation or interrogation by a Council representative. In the case of suspensions pending recommended discharge, the covered member may be relieved of duty without pay for a period of up to thirty (30) days during which time a hearing shall be held on the recommended discharge.~~

ARTICLE 4~~5~~ - NON-DISCRIMINATION

Section 1. Equal Employment Opportunity

The City will continue to develop and apply equal employment practices for its employees.

Section 2. Prohibition Against Discrimination

Neither the City nor the Council will discriminate against any employee on the basis of race, sex, sexual orientation, creed, religion, color, age, national origin, ancestry, parental status, marital status, veteran status, citizenship, perceived disability, or disability. Complaints of discrimination under this Article shall not be subject to the grievance and arbitration article of this Agreement.

Section 3. Union Membership or Activity

Neither the City nor the Council shall interfere with the right of employees covered by this Agreement to become members of the Council, and there shall be no discrimination against any such employees because of lawful Council membership or non-membership activity or status.

Section 4. Americans With Disabilities Act

During the term of this Agreement the parties agree to modify this Agreement in any way necessary to conform to the provisions of the Americans with Disabilities Act.

ARTICLE 5~~6~~ - DUES DEDUCTION AND FAIR SHARE

Section 1. Dues Deduction

During the term of this Agreement, the City will deduct from each covered member's paycheck the appropriate Council dues for each covered member in the bargaining units who has filed with the City a written authorization form, a copy of which is attached hereto as Exhibit 1. The City shall remit such deductions monthly to the Illinois Fraternal Order of Police at the address designated by the Council.

The City agrees to notify the Council of any change in employee status including but not limited to new hires, resignations, etc., within thirty (30) days of the effective date of said change.

During the term of this Agreement, the Council may change the fixed, uniform dollar amount of Council dues by providing the City thirty (30) days' notice of any such change.

If for a given month a covered member has no earnings or insufficient earnings to cover the amount of dues deduction, the Council shall be responsible for the collection of that covered member's dues. The Council agrees to refund to the covered members any amounts paid to the Council in error on account of this dues deduction provision. Covered members may revoke their voluntary dues deduction by notifying the Council and the City by certified mail-return receipt requested and providing thirty (30) days advance notice.

Section 2. Fair Share

During the term of this Agreement, employees covered by the terms of this Agreement who are not members of the Council shall, commencing thirty (30) days after their employment or thirty (30) days after the effective date of this Agreement, whichever is later, pay a fair share fee to the Council for collective bargaining and Agreement administration services rendered by the Council. The Council shall submit to the City a list of employees covered by the Agreement who are not members of the Council and an affidavit which specifies the amount of the fair share fee. The fair share fee shall not include contributions related to the election or support of any candidate for political office, or for any member only benefit.

The Council agrees to assume full responsibility to ensure full compliance with the requirements laid down by the United States Supreme Court in Chicago Teachers Union v Hudson, 106 U.S. 1066 (1986), with respect to the constitutional rights of fair share payers.

Section 3. Indemnification

The Council agrees to indemnify and hold harmless the City and its elected representatives, officers, administrators, agents, and employees from and against any and all claims, demands, actions, complaints, suits, or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the City for the purpose of complying with the provisions of this Article, or in reliance on any written deduction authorization furnished under this Article.

ARTICLE 6~~7~~ - MAINTENANCE OF STANDARDS

All economic benefits which are not set forth in this Agreement and which are currently in effect shall continue and remain in effect until such time as the City shall notify the Council of its intention to change them. Upon such notification, and if requested by the Council; the City shall meet and discuss such change before it is finally implemented by the City. Any change made without such notice shall be considered temporary pending the completion of such meet and confer discussions. If the Council becomes aware of such change and has not received notification from the City, the Council must notify the City as soon as possible and request discussions if such discussions are desired. The failure of the Council to request discussions shall act as a waiver of the right to such discussions by the Council. No past economic practice, however, shall be construed so as to supersede or alter the plain meaning of the express provisions of this Agreement, nor shall this Article be deemed to restrict management rights as outlined in this Agreement.

ARTICLE 7~~8~~ - BULLETIN BOARDS

The City shall provide the Council with designated space on available bulletin boards, or provide bulletin boards on a reasonable basis where none are available, for the posting of official Council material of a non-political, non-inflammatory nature. The Council agrees not to post any material that would discriminate against any employee or person as defined in Article 5, Section 2 of this Agreement. The Council agrees that material relative to Council business and its membership shall be posted upon such bulletin boards and shall include, but not be limited to, notices of social and recreational affairs, Council

meetings, appointments, news articles, elections, reports, and other normal business. Other than in employees' Department mailboxes, there shall be no distribution or posting of notices or any other kind of literature or materials upon the City's property by employees or by the Council except as herein provided. The City will also designate a space for the Council to maintain a file cabinet, to be provided by the City, within the police department.

ARTICLE 8~~9~~ - LOCATION OF MEETINGS

All meetings provided for in this Agreement or required by law as a result of this Agreement shall be held in Woodstock, Illinois unless mutually agreed otherwise.

ARTICLE 9~~10~~ - INDEMNIFICATION

Section 1. City Responsibility

The City will indemnify employees in accordance with the provisions of applicable Illinois law.

Section 2. Legal Representation

An employee shall have legal representation provided by the City in any civil cause of action brought against the employee resulting from or arising out of the performance of his/her official duties.

Section 3. Cooperation

Employees shall be required to cooperate with the City during the course of the investigation, administration or litigation of any claim arising under this Article.

Section 4. Applicability

The City will provide the protections set forth in Section 1 and Section 2 above only so long as the employee was acting within the scope of his/her employment and where the employee cooperates, as defined in Section 3, with the City in defense of the action or actions or claims. Acts of willful misconduct are not covered by this Article.

ARTICLE 10~~11~~ - PERSONNEL FILES

Section 1. Inspection of Personnel Files

The City's personnel files, which include disciplinary history records applicable to the three (3) year period provided for in Section 3 of this Article, relating to employee shall be open and available for inspection by that employee, or his/her authorized representative, during regular business hours or non-working hours, as determined by the City, upon reasonable written request made in advance. If a file is to be inspected by an employee's authorized representative that representative must also be identified in writing. The employee or the employee's representative shall not be permitted to remove any part of the personnel file from the premises but may have copies of documents made upon payment therefore. The employee or the employee's authorized representative shall not have access to any of the documentation or information as indicated in the exceptions to the Illinois Personnel Record~~s~~ Review Act (Chapter 820 ILCS Sections 40/1 et seq.). Investigative files which relate to on-going investigations shall not be available for

inspection until after the investigation has been completed or there has been an adjudication of related charges, whichever is later.

Section 2. Material Not Available for Inspection

It is agreed that any material and/or matter not available for inspection, except as it relates to on-going investigations such as provided for in Section 1 above, shall not be used in any manner or any forum adverse to the employee's interest unless first made available to the employee, if possible, at least three (3) days before it is so used.

Section 3. Non-Reliance of Files

Disciplinary investigation files will not be relied upon for the purposes of further progressive discipline by the City three (3) years after the date from which the incident occurred or the date upon which the discipline was imposed, whichever is later, unless the investigation relates to a matter which has been the subject of either civil or criminal court litigation prior to the expiration of the three (3) year period, or unless further discipline has occurred. In such instance, the case file normally will not be relied upon for purposes of further progressive discipline three (3) years after the date of the final court adjudication unless further discipline has occurred. When the investigation relates to a matter which has not been the subject of either civil or criminal court litigation prior to the expiration of the aforementioned three (3) year period but further discipline has occurred, if no other discipline occurs for a three (3) year period following the last disciplinary date, the case file will not be relied upon for purposes of further progressive discipline.

Any information of an adverse employment nature which may be contained in any unfounded, exonerated, or otherwise not sustained file, shall not be used against the employee in any future proceedings. Any record of summary punishment (i.e., oral or written reprimand, suspension of five (5) days or less, which was issued by the Chief of Police) may be used for a period of time not to exceed three (3) years and shall thereafter not be used to support, or as evidence of, adverse employment action, so long as further formal discipline has not been imposed upon the employee during such three (3) year period. ~~As appropriate, the City shall notify the Woodstock Police Pension Board when an officer is suspended without pay.~~

Section 4. Notice of Placement in File

An employee shall be notified when an evaluation, commendation, or record of disciplinary action is placed in his/her personnel file. A copy of an evaluation, commendation, or record of disciplinary action shall be made accessible to the employee within a reasonable time after it is placed in the employee's personnel file. No citizen's complaint shall be placed in an employee's personnel file unless the complaint is accompanied by a specific disciplinary action related to it.

Section 5. Requirement for a Report Related to an Outside Complaint

No employee who is the subject of a complaint originating with a person outside the Police Department shall be required to write a report on that complaint unless the Chief of Police issues an Internal Complaint based on the outside complaint. If any disciplinary action is taken against the employee, the employee will be informed of the name of the complainant if the Department knows the complainant's identity. Nothing in this Section shall modify or delete any of the provisions of Article 14.

Section 6. Notification of Investigation

Upon completion of any investigation of an employee based upon a signed internal complaint or based upon a citizen's complaint, the City shall inform the employee in writing regarding the subject matter of the investigation and its disposition.

~~ARTICLE 12 - WORKING OUT OF CLASSIFICATION~~

~~Any Unit A covered member who works in a classification senior to that in which he/she normally works for at least two (2) hours on a shift shall be paid the hourly wage equal to that senior classification, based on the seniority of the affected covered member, for those hours worked in that senior classification. The classifications are Detectives and Patrol Officers. For a Patrol Officer to act as a Detective he/she must actually be assigned to the Detective Division for an investigative function; i.e., surveillance activity as a Patrol Officer would not constitute working out of classification. Parking Enforcement Officers are not eligible for working out of classification pay.~~

ARTICLE 11~~13~~ - LAYOFFS

Section 1. Layoff

In the event the City determines a layoff is necessary, employees in each unit shall be laid off in such number as determined by the City unless compliance with State and Federal law requires otherwise. The City agrees to inform the Council in writing not less than ten (10) business days prior to such layoffs and to provide the Council with the names of all employees to be laid off in such notice. Business days as used in this Agreement means Mondays through Fridays except City holidays.

Section 2. Layoff Order

Probationary employees and short-term or part-time employees shall be laid off first, and then full-time employees shall be laid off ~~in affected units~~ in inverse order of seniority. Individual employees shall receive notice in writing of the layoff not less than ten (10) business days prior to the effective date of such layoff.

Section 3. Recall

Employees shall be recalled from layoff according to seniority in compliance with applicable State and Federal law. No new employees at all shall be hired ~~in Unit A or Unit B, respectively,~~ until all employees on layoff ~~in Unit A or Unit B, respectively,~~ desiring to return to work shall have been given the opportunity to return to work. An employee on layoff shall only retain recall rights for an eighteen (18) month period unless compliance with State and Federal law requires otherwise.

In the event of recall, eligible employees shall receive notice of recall either by actual notice or by certified mail, return receipt requested. It is the responsibility of any employee eligible for recall to keep the Police Department notified, in writing, at all times of his/her current address. An employee shall be considered to have terminated his/her employment if he/she does not report to work within two (2) working days after the established date for the employee's return to work, except when it is determined that the circumstances were clearly beyond the employee's control.

ARTICLE 12~~14~~ - DISCIPLINE AND DISCHARGE

~~**Section 1(a) Discipline and Discharge for Covered Members in Unit A**~~

~~The parties recognize the principles of progressive and corrective discipline. Disciplinary action or measures for covered members in Unit A shall include only the following:~~

- ~~Oral reprimand~~
- ~~Written reprimand~~
- ~~Suspension~~
- ~~Discharge~~

~~Disciplinary action may be imposed upon a covered member in Unit A only for just cause. Any appeal of an oral reprimand or written reprimand imposed upon a covered member in Unit A may be processed as a grievance through the grievance procedure provided for in this Agreement. Aside from an oral reprimand or a written reprimand, any appeal of other disciplinary action or measure imposed upon a covered member in Unit A will be processed at the election of the covered member, through the Agreement's Article 15 – Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both.~~

~~The parties agree that only the City Administration shall have the right to suspend or dismiss a non-probationary officer for only just cause, and will not file charges with the Board of Fire and Police Commissioners. Neither the Police Chief nor the City, or their agents will file charges asking the Board of Fire and Police Commissioners to review or impose discipline on any Bargaining Unit A covered member; instead all such discipline shall be imposed by the City Administration and appealed per the covered member's option, either using Article 15 Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both. The affected covered member shall select in writing which appeal process he/she wishes to utilize. Once the choice of appeal process is selected the other option is no longer available to the affected covered member.~~

~~If the covered member elects to file a Step 2 grievance to his/her suspension or dismissal, the grievance shall be processed in accordance with Article 15 of this Agreement. No appeal shall be available from the Board of Fire and Police Commissioners with respect to any matter appealed through the grievance procedure. Pursuant to Section 15 of the IPLRA and 65 ILCS § 10-2.1-17, the parties have negotiated an alternative procedure based upon the grievance and arbitration provisions of this Agreement and where the City's Board of Fire and Police Commissioners only role in any discipline is to act as an appeal process, if chosen by the covered member.~~

Section 1~~(b)~~ Discipline and Discharge for Covered Members ~~in Unit B~~

The parties recognize the principle of progressive and corrective discipline.
Disciplinary action or measures for covered members ~~in Unit B~~ shall include only the following:

- Oral reprimand
- Written reprimand
- Suspension
- Discharge

Disciplinary action may be imposed upon a covered member ~~in Unit B~~ only for just cause. Any appeal of disciplinary action or measure imposed upon a covered member ~~in Unit B~~ may be processed as a grievance through the grievance procedure provided for in this Agreement.

Section 2. Limitation

The City's recognition of the principles of progressive and corrective disciplinary action does not prohibit the City in any case from imposing discipline which is commensurate with the severity of the offense. The City shall notify both the covered member and Council in writing of disciplinary action. Such notification shall reflect the specific nature of the offense and the discipline imposed. The notification to the covered member shall precede notification to the Council.

Section 3. Pre-disciplinary Meeting

For discipline other than oral and written reprimands, the City shall meet with the covered member involved and inform the covered member of the reason for such contemplated discipline. The covered member shall be informed of his/her right to Council representation at the meeting and shall be entitled to such if so requested, provided that a Council representative shall be available within eight (8) hours of request. The covered member shall have the right to choose who from the six (6) person Grievance Committee will represent him/her, providing that such choice does not unreasonably delay the meeting longer than the eight (8) hour allowed period. If the covered member does not request Council representation, a Council representative shall nevertheless be entitled to be present unless the covered member objects to the presence. If no Council representative is present, the City will notify the Council of the meeting within eight (8) hours after it has occurred. If there is no Council representative present, the City agrees to not use any concession or admission made by that covered member as a precedent for any other Council member.

Section 4. Investigatory Interviews

When the City desires to conduct an investigatory interview of a covered member where the results of the interview might result in discipline being imposed upon that covered member, the City agrees to first inform the covered member that he/she has the right to Council representation at such interview. If a covered member desires such Council representation, no investigatory interview shall take place without the presence of a Council representative provided that a Council representative shall be available within sixteen (16) hours of notification.

Section 5. Off-Duty Conduct

The City may discipline an employee for off-duty conduct when such conduct adversely affects the employee's performance of his/her work duties or ability to function with others in the Department or adversely affects the Department's effectiveness in the community.

Section 6. Physical Fitness Requirements

In order to maintain efficiency in the Police Department and to protect the public, the City may establish reasonable physical fitness requirements for employees. Providing there is a good faith effort by the employee there shall be no discipline attached to an employee's failure to meet these requirements. However, action may be taken with respect to an employee, irrespective of his/her ability to meet reasonable physical fitness requirements, if in fact that employee's health interferes with his/her ability to perform his/her job. Upon submission of a receipt, the City shall reimburse an employee a maximum of one hundred dollars ($100.00) per fiscal year for a health club membership, as reviewed and approved by the City.

Section 7. Loss of Acceptable Position Requirements

An employee may be reassigned within the Police Department due to the loss of acceptable position requirements, such as, for example, a driver's license. Any such reassignment shall be made subject to an available job opening, and if there is no available job opening the employee shall be granted an unpaid leave of absence pending resolution of the loss. With respect to the application of this Section it is understood that:

- The assignment shall be made only if the employee is qualified to perform the available job;
- This Section shall not apply to an employee who has lost an acceptable position requirement as a result of having been disciplined;
- An employee reassigned under this Section shall be paid at the rate of the position to which he/she is reassigned;
- Any reassignment under this Section shall not exceed a period of three (3) months; and,
- Any unpaid leave of absence under this Section shall not exceed a period of six (6) months.

ARTICLE 13~~15~~ - DISPUTE RESOLUTION AND GRIEVANCE PROCEDURE

Section 1. Definition of a Grievance

A grievance is defined as a dispute between the City and a covered member or the Council regarding the application, meaning, or interpretation of this Agreement. ~~Matters coming under the jurisdiction of the Woodstock City Board of Fire and Police Commissioners shall not be grievable, except for matters of disciplinary actions, at the election of the covered member, may be appealed through the Agreement's dispute Resolution and Grievance Procedure or the Board of Fire and Police Commissioners, but not both.~~

Section 2. Representation

Grievances may be processed by a covered member or the Council on behalf of a covered member or group of covered members. The Council may have the grievant(s) present at any step of the grievance procedure, and the grievant is entitled to Council representation at any step of the grievance procedure.

Section 3. Procedure

Step 1.

Any covered member or Council representative who has a grievance shall submit the grievance in writing to the Chief of Police on the approved form attached hereto as Exhibit 3. The grievance shall contain a statement of the facts and circumstances, the provision or provisions of the Agreement alleged to have been violated, and the relief sought. All grievances shall be filed within ten (10) business days from the date of the occurrence or ten (10) business days from the date which the grievant could reasonably have learned of the circumstances which gave rise to the grievance. The Chief of Police or designee shall investigate the grievance and shall offer to discuss the grievance with the grievant and/or a Council representative at a mutually agreed upon date and time. The Chief of Police need not offer to discuss the grievance if the grievance is one (1) of multiple grievances involving the same issue and the Chief of Police did offer to discuss at least one (1) such grievance. The Chief of Police shall endeavor to render a written response to the grievant within ten (10) business days after receipt of the grievance. Grievances not timely filed shall be deemed waived without precedence.

Step 2.

If no response is received or the grievance is not settled at Step 1, and the grievant or the Council wishes to further appeal the grievance, the grievance shall be submitted in writing to the City Manager within five (5) business days after receipt of the response at Step 1 or if no response is received in Step 1 within fifteen (15) business days after the grievance was submitted to the Chief of Police. This written grievance shall set forth the facts and circumstances and shall state the reason for believing that the grievance was improperly denied in Step 1. The City Manager or designee shall then investigate the grievance, and hold a meeting with the parties involved in the grievance at a reasonably convenient time within ten (10) business days after receiving the grievance. The City Manager need not hold such a meeting if the grievance is one (1) of multiple grievances involving the same issue and the City Manager did hold such a meeting with respect to at least one (1) such grievance. The City Manager or designee shall endeavor to respond to the grievance, in writing, within ten (10) business days after conducting such meeting. If the grievance is not settled at Step 2, and the Council wishes to appeal the grievance, it may refer the matter to arbitration within ten (10) business days of receipt of the City Manager's response at Step 2, or if no response is received in Step 2 within twenty-five (25) business days after the grievance was submitted to the City Manager. The arbitration shall proceed in the following manner:

1) A representative of the City and the Council shall request the Federal Mediation and Conciliation Service to submit a list of seven (7) arbitrators who are members of the National Academy of Arbitrators. Each party shall have the right to reject one (1) list in its entirety. The Arbitrator shall be selected from the list of seven (7) by alternate strikes by the City and the Council. The order of individual strikes shall be determined by a coin toss, with the loser striking first. The person whose name remains on the list shall be the Arbitrator. The Arbitrator shall be notified of his/her selection by a joint letter from the City and the Council. The letter shall request the Arbitrator to set a time and place for hearing the grievance, subject to availability on the part of the City and the Council. Hearings shall be conducted in the City of Woodstock unless otherwise mutually agreed.
2) Both parties agree to make a good faith attempt to arrive at a joint statement of facts and issues to be submitted to the Arbitrator.
3) Either the Council or City may request the production of specific documents, books, papers, or witnesses reasonably available from the Council or the City and substantially pertinent to the grievance under consideration. Such request shall not be unreasonably denied, and if granted shall be in conformance with applicable laws and rules issued pursuant thereto governing the dissemination of such materials.
4) The decision and award of the Arbitrator shall be made within thirty (30) days following the end of hearing or the submission of briefs, whichever is later and shall be final and binding on the parties involved. The Arbitrator shall have no power to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement.

Section 4. Time Limits

No grievance shall be entertained or processed unless it is submitted in writing within the given time limits set forth in Steps 1 and 2 above. Failure at any step of this procedure by the City's representative to communicate a decision on a grievance within the specified time limits shall be considered a denial of the grievance and shall permit the grievant to appeal the grievance to the next step within the prescribed time limits. Failure at any step of this procedure to appeal the grievance to the next step within the specified time limits shall be considered acceptance of the decision rendered at the preceding step. The parties may by mutual agreement in writing extend any of the time limits set forth in this Article.

Section 5. Expenses of Arbitration

The fees and expenses of the Arbitrator and the cost of a written transcript of the arbitration hearing shall be shared equally by the City and the Council, provided, however, that each party shall be responsible for compensating its own representatives and/or witnesses.

~~**Section 6. City of Woodstock Board of Fire and Police Commissioners**~~

~~The parties acknowledge that the City of Woodstock Board of Fire and Police Commissioners has certain statutory authority regarding covered members in the bargaining unit including, but not limited to, the right to promote employees, and to make and alter rules and regulations. This Agreement in no way replaces, supplements or diminishes the statutory authority of the City of Woodstock Board of Fire and Police Commissioners, except for matters of disciplinary action. At the election of the covered member, discipline imposed by the City Administration may be appealed through Article 15 – Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both.~~

~~The parties agree that only the City Administration shall have the right to suspend or dismiss a non-probationary officer for only just cause, and will not file charges with the Board of Fire and Police Commissioners. Neither the Police Chief nor the City, or their agents will file charges asking the Board of Fire and Police Commissioners to review or impose discipline on any Bargaining Unit A covered member; instead all such discipline shall be imposed by the City Administration and appealed per the covered member's option, either using Article 15 Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both. The affected covered member shall select in writing which appeal process he/she wishes to utilize. Once the choice of appeal process is selected the other option is no longer available to the affected covered member.~~

~~No appeal shall be available from the Board of Fire and Police Commissioners with respect to any matter appealed through the grievance procedure. Pursuant to Section 15 of the IPLRA and 65 ILCS 10 2.1-17, the parties have negotiated an alternative procedure based upon the grievance and arbitration provisions of this Agreement and where the City's Board of Fire and Police Commissioners only role in any discipline is to act as an appeal process, if chosen by the covered member.~~

ARTICLE 14~~16~~ - LABOR-MANAGEMENT SAFETY COMMITTEE

Section 1. Labor-Management Meetings

The Council and the City mutually agree that in the interest of efficient and safe operations and harmonious employee relations, it is desirable that periodic meetings be held between Council representatives and representatives of the City. Such meetings may be requested by either party by placing in writing a request to the other and expressly providing the agenda for such meeting. Both parties agree to meet as is reasonably necessary.

The City and the Council agree to cooperate with each other in matters regarding the administration of this Agreement and regarding maintaining standards of law enforcement for the maximum protection of all citizens of the City of Woodstock.

Section 2. Integrity of the Grievance Procedure

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Grievances being processed under the grievance procedure shall not be discussed in detail at such meetings, and any discussions of pending grievances shall be non-binding on either party and solely for

the purpose of exploring alternatives to settle such grievances and such discussions shall only be held by mutual agreement of the City and the Council.

Section 3. Safety Issues

No employee shall be required to use any equipment that has been designated by both the Council and the City as being defective because of a disabling condition creating a serious risk to the safety of employees unless the disabling condition has been corrected. The City shall take all reasonable steps within available budgeted funds to protect employees during working hours in the performance of their duties.

Section 4. Reports

In a timely fashion after a Labor-Management Meeting, the Council shall prepare a synopsis of the Council's interpretation of any agreements reached between the parties at said Labor- Management Meeting. The Council shall then forward the report to the City and suggest that the City either confirm or correct the Council's interpretation of the results of said meeting. It is understood, however, that the failure, should it occur, of the City to respond to the Council's synopsis regarding a given Labor-Management Meeting shall not be construed as a confirmation of the Council's interpretation of any agreements reached as a result of that Labor-Management Meeting.

ARTICLE 15~~17~~ - VACATION LEAVE

Section 1. Vacation Benefits

Commencing January 1, 2006 and continuing thereafter, the vacation benefit for a regular full-time hourly or salaried employee shall be based upon the number of completed calendar years of service, and shall be earned as follows:

Number of Completed Calendar Years of Service	Earned Vacation leave
1	80 Working Hours
2-5	96 Working Hours
6-9	120 Working Hours
10-15	160 Working Hours
16-20	200 Working Hours
21-25	224 Working Hours
26+	240 Working Hours

In the case of a new employee, he/she will be credited with 6.6 hours of vacation leave per completed month of service prior to the commencement of his/her first full calendar year of service with the City. Vacation leave accrued during this period may be taken with the approval of his/her supervisor during the first full calendar year (commencing January 1st) of service with the City.

Vacation leave shall be credited to each employee on the January 1 following each completed calendar year of service. Except with the written authorization of the Chief of Police and City Manager, vacation time shall not be accrued beyond the number of days credited in a one (1) year period. To be eligible for consideration, requests for carrying over vacation time shall be submitted no later than December 1 of each year to the Chief of Police who will grant or deny the request in his/her discretion. Earned vacation leave which is not taken during the calendar year following its accrual shall be forfeited. Earned vacation

benefits shall not be converted to cash compensation, except upon separation from the City as stated in Section 4 of this Article.

Section 2. Scheduling of Vacations

The scheduling of vacations shall be made on the basis of unit vacation bid lists~~, one (1) for Unit A and one (1) for Unit B,~~ and vacation preference shall be picked by seniority within the ~~in both~~ unit~~s~~. The City shall post the bidding list by November 15th of each year for the following year. Covered members will have until December 15th of each year to choose vacation leave.

All covered members ~~of Unit A and Unit B~~ may make an initial first choice vacation selection of at least five (5) consecutive vacation days or 40 hours ~~(at least four(4) consecutive vacation days or 34 hours for Patrol)~~, if eligible, on the vacation bid list. If a covered member chooses to not make a first vacation selection, said covered member forfeits his/her seniority rights only in regards to the scheduling of a first vacation selection during that respective year. Covered members are restricted from second choice selections until all covered members have made their first choice. Second choice selections cannot take priority over another covered member's first choice selection. Covered members shall not be required to make a second choice on the vacation bid list. Whenever practical, five (5) days written notice regarding vacation time not requested on the vacation bid list shall be submitted to the covered member's supervisor for approval. Approval for use of vacation time shall not be unreasonably denied whenever manpower is sufficient. For ~~Unit B and non-Patrol~~ covered members, no vacation time shall be granted in less than one-half day (½) increments. ~~For Patrol, no vacation time shall be granted for less than four (4.0) hours.~~

The vacation schedule shall be arranged by the City so as to provide for minimum disruption of services. ~~There can only be one (1) Patrol Division covered member from each shift on vacation at any one time with no overlapping of vacation days allowed, but a Patrol Officer can take a single vacation day when another covered member on the same shift is on vacation at the same time if there are enough Patrol Officers on the shift such that it will not be necessary to cover for the Patrol Officer taking the vacation day. There can only be one (1) covered member from the Detective Division on vacation at any one time with no overlapping of vacation days allowed, however a Detective can take a single vacation day when another covered member in the Division is on vacation provided that there is at least one (1) other Detective scheduled to work on the date that the single vacation day is taken.~~ There can only be one (1) Telecommunicator on vacation at any one time with no overlapping of vacation days allowed, however a Telecommunicator can take a single vacation day when another Telecommunicator is on vacation provided that it does not create any additional overtime. If there is only one (1) Records Clerk then the Records Clerk and a Telecommunicator can be on vacation at the same time. If there is more than one (1) Records Clerk then there can only be one (1) Records Clerk on vacation at any one time with no overlapping of vacation days allowed, however a Records Clerk can take a single vacation day when another Records Clerk is scheduled to work on that date that the single vacation day is taken. If there is more than one (1) Parking Enforcement Officer then there can only be one (1) Parking Enforcement Officer on vacation at any one time with no overlapping of vacation days allowed. For the purpose of this Section, "vacation days" means days when an employee is compensated for vacation time including that time referred to in Section 5 below.

Section 3. Vacation Leave Compensation

An employee shall be paid the equivalent of straight time earnings while on vacation.

Section 4. Payment of Vacation Benefits upon Separation

A lump sum payment of accrued vacation benefits, calculated at the employee's rate of pay at the time of separation, shall be provided to an employee upon separation from employment with the City in accordance with Illinois law.

Section 5. Extending Vacations

No compensatory time or floating holidays can be added to vacations except one (1) day of compensatory time (8.0 hours~~ for non-Patrol, 8.5 hours for Patrol~~) or one (1) floating holiday (8.0 hours~~ for non-Patrol, 8.5 hours for Patrol~~) can be added to complete any given week of vacation on any five (5) day scheduled work week~~ for non-Patrol (four (4) day scheduled work week for Patrol.)~~ For ~~non-Patrol~~ covered members no more than two (2) days of compensatory time or two (2) floating holidays, or one (1) day of compensatory time together with one (1) floating holiday, can be added to complete any given week of vacation on any six (6) day scheduled work week.

A maximum of up to eight ~~and one-half~~ (8.0~~½~~) hours of compensatory time can be taken during a covered member's last work shift prior to the start of a "scheduled vacation," provided that the request for the use of any such compensatory time is submitted not more than one (1) hour prior to the start of that covered member's last work shift, and provided that the use of any such compensatory time does not create any staffing shortages or the need for any shift modifications.

Section 6. Emergencies

In case of an emergency, the City Manager or the Chief of Police, or designee, may cancel any or all approved vacation leaves in advance of their being taken and/or recall any employees from vacations in progress with reasonable and proper notification.

ARTICLE 16~~18~~ – HOLIDAYS

Section 1. Designated Holidays

The following days are designated as holidays for the purpose of determining holiday pay under Section 2 below:

- New Year's Day
- Easter Sunday
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday following Thanksgiving
- Christmas Eve
- Christmas Day

Section 2. Pay for Working on Designated Holidays

If a covered member, as part of his/her regular work schedule, is scheduled to work on a designated holiday as set forth above, the covered member shall receive time and one-half (1½x) pay for any regular shift hours worked on the holiday, and shall receive double time (2x) pay for any additional hours worked on the designated holiday as the result of continuation of any work assignment which originated during those regular work shift hours on that designated holiday. ~~With the implementation of the Modified 4-2 schedule, Patrol covered members will receive eight (8) hours of premium pay (1½x) and one-half (½) hour of straight/regular pay for each eight and one-half hour (8½) designated holiday worked.~~

~~However, if a Patrol covered member working the Modified 4-2 schedule is required to work beyond his/her eight and one-half hour (8½) shift by fifteen (15) minutes or greater, the one-half (½) hour will then be paid at premium pay (1½x) and all subsequent hours worked after the eight and one-half hour (8½) shift will be paid as required above, double time (2x) pay. For Patrol covered members working the 1600-0030 hours shift, hours compensated per this section shall be the hours that fall between 0001-2400 hours on the designated holiday.~~

If a covered member is required to work any hours on a designated holiday which are not part of his/her regular work schedule, or which are worked as the result of a continuation of any work assignment which originated during his/her regular shift hours on the day prior to the designated holiday, the covered member shall receive double time (2x) for any such hours worked within the twenty-four (24) hour designated holiday period.

For purposes of this section, hours considered on the holiday shall be any hours between 0001 and 2400 hours.

Section 2(a) Definition of Telecommunications Shifts

For ~~Unit B~~ covered members working as Telecommunicators, the first shift shall be 0700 to 1500 hours, second shift shall be 1500 to 2300 hours, and the third shift shall be 2300 to 0700 hours. Holiday pay shall be paid to the Telecommunicators that work the majority of hours falling on the designated holiday.

Section 3. Floating Holidays

~~Patrol C~~covered members shall be credited ~~59.5 hours of floating holiday pay and non-Patrol covered members shall be credited~~ 96.0 hours of floating holiday pay. Floating holiday pay shall be credited January 1st of each subsequent year of the Agreement, and must be used in the same year in which it is granted. If upon leaving the employ of the City, an employee used any floating holiday pay in advance of the corresponding number of designated holidays, the City may withhold eight (8) hours of straight time pay ~~(8.5 hours of straight time pay for Patrol)~~ from the employee's final pay check for each such floating holiday.

A covered member shall give the City five (5) days written notice of his/her intention to take a floating holiday and permission for such floating holiday shall not be unreasonably withheld. If a covered member gives the City less than five (5) days written notice of his/her intention to take a floating holiday the City shall determine in its discretion whether or not to grant permission for such floating holiday. Requests for floating holiday benefits will not be accepted for consideration of scheduling, nor approved, more than fifty-six (56) days in advance of the date of the requested holiday.

~~A Patrol covered member shall receive eight and one-half (8½) hours of straight-time holiday pay for each floating holiday.~~ A ~~non-Patrol~~ covered member shall receive eight (8) hours of straight-time holiday pay for each floating holiday. If an employee is required to work on his/her floating holiday the employee shall have his/her choice of receiving either straight-time pay for any hours worked plus eight (8) hours ~~(8.5 hours for Patrol)~~ of straight-time floating holiday pay, or straight-time pay for any hours worked plus the right to reschedule his/her floating holiday as provided for above. The City has the right to require an employee to work on a previously approved floating holiday, without incurring any penalty, provided notification to the employee is provided at least twenty-eight (28) days prior to the floating holiday. If no such notification is provided, the City will not require an employee to work on his/her floating holiday once that floating holiday has been approved except in an emergency.

No floating holiday, compensatory time, or vacation time other than a "scheduled vacation", as defined in Article 28, Section 5, can be taken on a designated holiday unless sufficient manpower exists, such that the City would not have to cover for the employee so taking the floating holiday, compensatory time, or vacation time.

ARTICLE 17~~19~~ - SICK LEAVE

Section 1. Accrual and Procedures

Each regular full-time employee of the City shall earn sick leave with pay at a rate of eight (8) hours for each full month of service. Unused sick leave may accumulate to a maximum of eight hundred (800) hours.

~~Effective April 1, 2013 through May 1, 2014 the following paragraph shall be in effect:~~

~~Once an employee has accumulated the maximum number of hours allowed, he/she shall receive a twenty-five percent (25%) payout for all hours earned over the allowable accumulation, up to a maximum of twenty-four (24) hours of pay per year. This conversion will apply only so long as the employee maintains the maximum allowable sick leave accumulation and is an employee of the City at the time the payment is made in January of each year.~~

~~Commencing May 1, 2014 and continuing thereafter, the previous paragraph will be null and void and the following paragraph shall be in effect:~~

Once a covered member has accumulated the maximum number of hours allowed, he/she shall receive a fifty percent (50%) payout for all hours earned over the allowable accumulation, up to a maximum of forty-eight (48) hours of pay per year. This conversion will apply only so long as the covered member maintains the maximum allowable sick leave accumulation and is an employee of the City at the time the payment is made in January of each year. The dollar value of such payout will be mandatorily applied to the covered member's share of his/her health insurance premiums, subject to any applicable payroll taxation, with any remaining balance to be paid as taxable wages. Covered members that do not participate in the City's health insurance plan shall have any applicable payout as taxable wages. Should the covered member leave employment for any reason, any funds not applied against health insurance premiums shall be paid as taxable wages. Should a fifty percent (50%) conversion application to insurance premiums become voluntary for other City employees in the future, the covered members of this Agreement shall also have this option on a voluntary basis.

Section 2. Permitted Uses

Accrued sick leave may be taken by an employee who is unable to work during his/her scheduled work day when one (1) or more of the following conditions apply:

- Injury or illness of the employee or of a member of his/her immediate family as defined in this Agreement;
- Required medical and/or dental care; or
- Exposure to a contagious disease.

Section 3. Sick Leave Eligibility

To be eligible for compensation while on sick leave, the employee shall notify the on duty supervisor, at least one (1) hour prior to his/her scheduled starting time, of his/her inability to report for work, and everyday thereafter, unless this requirement is waived by the Chief. If less than one (1) hour notice is given, written medical substantiation may be required by the Chief of Police or designee.

An accepted medical certificate signed by a licensed physician, physician's assistant or nurse practitioner (working under the authority of a licensed physician) shall be required from an employee under the following circumstances:

- The period of absence consists of more than three (3) consecutive working days;
- The request for sick leave is made immediately following or prior to a vacation or holiday; or,
- Absence from duty occurs frequently or habitually or under suspicious or questionable circumstances and the employee has been notified or warned that a certificate shall be required.
- If sick leave is taken on a day which is proceeded or followed by consecutive regular days off which are attached to a vacation or a holiday.
- The Chief [or designee] may issue a notice of excessive use of sick time, based on the previous calendar year and remains in effect for one (1) calendar year.

Section 4. Sick Leave Compensation

An employee receiving sick leave benefits shall be paid the equivalent of straight-time earnings. Sick leave compensation shall be paid in no less than one (1) hour increments.

Section 5. Illness or Injury During Paid Vacation Leave

An employee shall be entitled to use sick leave credits for the length of that employee's incapacitation by reason of injury or illness while on paid vacation leave provided, however, that such employee must substantiate such incapacitation and the reason or reasons therefore by certification by a licensed physician, physician's assistant or nurse practitioner (working under the authority of a licensed physician).

Section 6. Sick Leave Conversion Upon Separation

If an employee with less than twenty-five (25) years of service resigns from service in good standing, that employee shall convert unused sick leave to severance pay at a fifty percent (50%) rate.

If an employee with twenty-five (25) or more years but less than thirty (30) years of service resigns from service in good standing, that employee shall convert unused sick leave at a seventy percent (70%) rate.

If an employee with thirty (30) or more years of service resigns from service in good standing, that employee shall convert unused sick leave at an eighty percent (80%) rate.

Section 7. Definition of Immediate Family

A member of the immediate family shall be defined to be the employee's spouse, domestic partner, parent, brother, sister, child (including step or adopted), grandparent, or grandchild of the employee and/or the employee's spouse.

For the purposes of this section only, a domestic partner relationship must be acknowledged, in writing, and in a form supplied by the City, by both the employee and domestic partner, at least seven (7) days before such leave is requested. In completing that form, the employee and domestic partner shall attest that their relationship satisfies the following criteria:

1. The employee and domestic partner are eighteen (18) years of age or older; and
2. The employee and domestic partner have resided together continuously for a period of at least twelve (12) months and intend to do so indefinitely; and
3. The employee and domestic partner have mutually agreed to be responsible for one another's common welfare and the necessities of life; and
4. The employee and domestic partner are not related by blood to a degree which would prohibit persons of opposite sex from marrying; and
5. The employee and domestic partner are not married; and
6. Either of the following:
   a. The employee and domestic partner share common or joint ownership of their residence; or
   b. Any three (3) of the following:
      1) The employee and domestic partner share joint ownership of a vehicle.
      2) The employee and domestic partner share a credit card account.
      3) The employee and domestic partner share a checking account.
      4) The employee and domestic partner have entered into a lease with respect to their residence, and the names of both appear as tenants on the lease.
      5) The employee and/or domestic partner has granted the other a general power of attorney.
      6) The employee and/or the domestic partner has designated the other as a primary beneficiary under a life insurance policy, retirement plan or pension plan.
      7) The employee has designated the domestic partner as a beneficiary in the employee's will.

ARTICLE 18~~20~~ - FUNERAL LEAVE

An employee shall be granted a leave of absence with pay upon the death of a family member. A family member shall be defined as the employee's parents (including step parents), spouse, children (including step or adopted), brothers and sisters (including half or step), father-in- law, mother-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparents (including step), any grandchildren, and domestic partner (as defined in Article 19, Section 7). Paid funeral leave shall not exceed a total of three (3) working days. An employee may, however, extend the paid funeral leave by use of accrued sick leave up to a maximum of five (5) additional days if he/she deems it necessary.

ARTICLE 19~~21~~ - INSURANCE

Section 1. Insurance

The Council and City acknowledge the continuing need for hospitalization, medical and dental insurance with appropriate levels of coverage and at affordable rates. The City shall make available to covered members and their dependents the same group health and hospitalization and dental insurance coverage as are provided to other City employees. Further, the City shall make available to covered members who retire during the life of this Agreement, and who at the time of retirement were covered by City insurance,

individual and dependent coverage (if the dependent was covered when the covered member retired) at group rates, with such premiums paid by the retired covered member in accordance with applicable state and federal law.

Section 2. Cost Containment

The City reserves the right to institute cost containment measures relative to insurance coverage as long as such changes are applicable to all other eligible City employees. ~~Such changes may include, but are not limited to, mandatory second opinions for elective surgery, preadmission and continuing admission review, prohibition on weekend admissions except in emergency situations, and mandatory out-patient elective surgery for certain designated surgical procedures.~~

In an effort to contain costs, the City may institute medical and dental plan design changes subject to the following:

- The City reserves the right to take reasonable steps (subject to Article 15 – Dispute Resolution and Grievance Procedure) to comply with the Patient Protection and Affordable Care Act (PPACA~~.~~) and all other state and federal laws governing health insurance related plans.
- In/out of network coverage differentials shall be no less than 80% (in)/60% (out).
- In network calendar year deductibles cannot exceed $1,000 per person with a maximum of three (3) per family.
- Out of network calendar year deductibles cannot exceed $2,000 per person with a maximum of three (3) per family.
- Emergency Room Co-pay may not exceed $250 per visit.
- Prescription Plan co-pays may not exceed $15/$45/$65 (mail order $25/$85/$125) for a 3-tier plan or $13/$40/$80/$155 (mail order tbd) for a 4-tier plan. A mandatory generic overlay or mandatory generic substitution may not be applied during the term of this Agreement.
- ~~The Wellness Discount will remain at 2% until other Wellness options of greater value become available and addressed via a Memorandum of Understanding to this Agreement.~~
- The City reserves the right to offer an option of a High Deductible Health Plan (HDHP) and/or a Health Savings Account (HSA) Health Plan that is not subject to the limitations stated above.

Section 3. Terms of Policies to Govern

The extent of coverage under the insurance referred to in Section 1 shall be exclusively controlled by the applicable plan documents, and covered members shall be provided with the same coverage provided to non-FOP covered personnel at the City. The City agrees to assist employees, in a liaison capacity only, regarding communicating coverage questions to the insurance carrier. Any questions concerning coverage shall be resolved in accordance with the terms and conditions in said policies and shall not be subject to the grievance procedure set forth in this Agreement.

Section 4. Right to Maintain Coverage While on Unpaid Leave or on Layoff

An employee who is on an approved unpaid leave of absence, other than approved leave under the City's Family and Medical Leave Policy, or who is on layoff with recall rights shall have the right to maintain insurance coverage by paying in advance the full applicable monthly premium for employee coverage and, if desired, for dependent coverage.

Section 5. Employee Insurance Premium Contributions ~~Co-Payments~~

Effective the pay period that includes the date of execution of this Agreement by all parties, covered members shall contribute to Health and Dental insurance premiums and be subject to the maximum medical premium contribution ("caps") per pay period in accordance with the following:

	~~2013~~1/1/2016	1/1/~~2014~~2017	1/1/~~2015~~2018	~~1/1/2016~~
Unit ~~A~~B	~~15~~20%	~~16~~20%	~~18~~20%	~~20%~~
Single Cap Family Cap	$~~39.74~~70.52 $~~113.40~~201.25	$~~46.62~~77.57 $~~133.06~~221.38	$~~57.70~~85.33 $~~164.66~~243.52	~~$70.52~~ ~~$201.25~~
	~~2013~~	~~1/1/2014~~	~~1/1/2015~~	~~1/1/2016~~
~~Unit B~~	~~20%~~	~~20%~~	~~20%~~	~~20%~~
~~Single Cap~~ ~~Family Cap~~	~~$52.98~~ ~~$151.20~~	~~$58.28~~ ~~$166.32~~	~~$64.11~~ ~~$182.95~~	~~$70.52~~ ~~$201.25~~

Employees who participate in Wellness programs and attain established wellness targets will be incentivized for their efforts. There will be at least a 2% discount of the premium cost for those covered members who choose to participate in the annual Wellness program minimum requirements (election of services determined and selected by the participating member.)

The City reserves the right to convert the current 2-tier plan design to a 4-tier plan design providing coverage tiers for single, employee+spouse, employee+child(ren), and family, with the understanding that the percentage of premium contribution indicated is maintained and the caps listed above remain intact during the term of the Agreement.

~~The City reserves the right to shop for, obtain, and implement a new dental plan. If the rates for the new dental plan cannot be accommodated by the premium contribution caps listed above, the situation may be addressed via discussion with the Council and a Memorandum of Understanding.~~

Section 6. Life Insurance

The City shall continue to provide life insurance for full-time employees. The terms of the life insurance plan or plans shall be exclusively controlled by the plan documents, and covered members shall be provided with the same coverage provided to non-FOP personnel at the City.

ARTICLE 20~~22~~ - WAGES/COMPENSATION/ALLOWANCES

Section 1. Wage Schedules

For the period May 1, 2016~~3~~ through April 30, 2018~~16~~ there will be wage increases each year for covered members as shown in the compensation schedules attached in Exhibit 4. All applicable wage and step increases will be effective on May 1 of each year. Wages retroactive to May 1, 2016~~3~~ shall be applicable only to regular and overtime pay (and not to other aspects of compensation such as officer in charge, training, court and extra detail or duty pay) and shall be paid to current covered members (as of the date this Agreement is executed), and to covered members who retired from their employment, or who were promoted out of the bargaining unit between May 1, 2016~~13~~ and the date upon which this Agreement is executed.

Step increases will be effective on May 1st of each year except for the first step increase. A covered member hired on or after May 1st and before November 1st shall be eligible for the first step increase on

May 1st of the year following the date of hire. A covered member hired on or after November 1st and before May 1st shall be eligible for the first step increase on the first May 1 occurring after a full year of service.

Section 1(a) Post Employment Health Plan

Commencing the first full pay period following May 1, 2005, and continuing thereafter, each pay period covered members shall contribute 1% of their base salary into the ICMA Post Employment Health Plan (PEHP). The City shall transfer the funds to the PEHP at no additional cost to the covered member; however service or other fees assessed directly to the covered member from the plan are paid for by the covered member through their own individual accounts.

Section 2. Placement and Schedules

Effective upon the execution of this Agreement, covered members in the bargaining units shall be placed on the appropriate compensation chart using their number of years of service from the date of placement in service in their respective bargaining units. During the term of this Agreement, covered members shall then advance on the compensation schedule on their respective anniversary dates.

Section 3. Uniform Allowances

The following uniform allowances commenced on May 1, 2005 and shall continue hereafter:

- All ~~Unit A covered members shall receive seven hundred fifty dollars ($750.00) and all Unit B~~ covered members shall receive six hundred fifty dollars ($650) during the term of this Agreement for the purchase and cleaning of uniforms.
- ~~In addition, all Detectives and all Patrol Officers with a plain clothes assignment shall receive two hundred fifty dollars ($250.00) during the term of this Agreement for the purchase of civilian clothing.~~

Any uniform related change required by the City by June 1 of any year during the term of this Agreement will be purchased at the employees' expense if the City gives at least ninety (90) days' notice of the change. Any other uniform related change will be at the City's expense. If the Police Department requires a complete uniform change the new uniform shall be purchased at the City's expense.

Upon termination of employment during the first ninety (90) days of any fiscal year during the term of this Agreement, a covered member shall reimburse the City, on a pro rata basis, the uniform allowance for the remainder of that fiscal year.

New hires after January 1st of each year will not be eligible for uniform allowance until completion of the following fiscal year.

ARTICLE 21~~23~~ - SENIORITY

Section 1. Definition of Seniority

As used herein, the term seniority shall refer to and be defined as the continuous length of service or employment covered by this Agreement from the date of last hire, less any adjustments due to layoffs or approved leaves of absence without pay.

Section 2. Probationary Period

~~A covered member in Unit A will be a probationary employee for the first eighteen (18) months of employment.~~ A covered member ~~in Unit B~~ will be a probationary employee for the first twelve (12) months of employment. Any probationary employee may be discharged or otherwise disciplined without recourse to the grievance procedure in this Agreement. ~~or without recourse to the appeal process of the City of Woodstock Board of Fire and Police Commissioners.~~

Section 3. Seniority List

The City shall maintain and keep current seniority lists for the covered members in each unit ~~Units A and B~~ and those lists shall be made available for inspection by authorized Council representatives. Disputes as to seniority shall be resolved through the grievance procedure.

~~**Section 4. Overtime List**~~

~~No Detectives will be placed on the overtime list for Unit A. However Detectives who are not "on-call" will be allowed to bid on, and work, overtime assignments posted for community events such as, but not limited to Fourth of July, Community Parades and Memorial Day activities. The 5% differential in the pay scale will not apply for any such hours worked during such assignments. Detectives working such assignments will be paid at the applicable rate for their years of service as listed in Exhibit 4.~~

Section ~~5~~4. Termination of Seniority

Seniority shall, in the City's discretion, be terminated for all purposes if the covered member:

- quits, retires or is discharged
- falsifies the reason for a leave of absence, or is found to effectively be working full-time during a leave of absence without the written approval of the Police Chief
- fails to report to work at the conclusion of an authorized leave of absence or vacation, except when it is determined that the circumstances were clearly beyond the employee's control
- is laid off and fails to report to work within two (2) working days after the established date for the employee's return to work, except when it is determined that the circumstances were clearly beyond the employee's control
- does not perform work for the City for a period in excess of eighteen (18) months; provided, however, this provision shall not be applicable to absences due to military service or established work-related injuries compensable under workers' compensation and/or disability coverage
- is absent for two (2) consecutive working days without notifying the City, except when it is determined that the circumstances were clearly beyond the employee's control.

ARTICLE 22~~24~~ - SAVINGS CLAUSE

If any provision of this Agreement or any application thereof should be rendered or declared unlawful, invalid or unenforceable by virtue of any judicial action, or by any existing or subsequently enacted Federal or State legislation, or by Executive Order or other competent authority, the remaining provisions of this Agreement shall remain in full force and effect. In such event, upon the request of either party, the parties shall meet promptly and negotiate with respect to substitute provisions for those provisions rendered or declared unlawful, invalid or unenforceable.

ARTICLE 23~~25~~ - -NO STRIKE PROVISION

Section 1. No Strikes

Neither the Council, any of its officers or agents, nor any covered members shall instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, secondary boycott, slowdown, speed-up, sit-down, concerted stoppage of work, concerted refusal to perform overtime, concerted, abnormal or unapproved enforcement procedures or policies or work-to-the-rule situation, mass absenteeism or organized interference which in any way results in the interruption or disruption of the operations of the Police Department of the City, regardless of the reason for doing so.

Any or all covered members who violate any of the provisions of this Article may be discharged or otherwise disciplined by the City Administration with appeal rights in accordance with ~~to the City of Woodstock Board of Fire and Police Commissioners or~~ Article 15 – Dispute Resolution and Grievance Procedure (Step 2), as provided elsewhere herein.

~~The parties acknowledge that the City of Woodstock Board of Fire and Police Commissioners has certain statutory authority regarding covered members in the bargaining unit including, but not limited to, the right to promote employees, and to make and alter rules and regulations. This Agreement in no way replaces, supplements or diminishes the statutory authority of the City of Woodstock Board of Fire and Police Commissioners, except for matters of disciplinary action.~~ At the election of the covered member, discipline imposed by the City Administration may be appealed through Article 15 – Dispute Resolution and Grievance Procedure (Step 2.)~~ or the Board of Fire and Police Commissioners, but not both.~~

~~The parties agree that only the City Administration shall have the right to suspend or dismiss a non-probationary officer for only just cause, and will not file charges with the Board of Fire and Police Commissioners. Neither the Police Chief nor the City, or their agents will file charges asking the Board of Fire and Police Commissioners to review or impose discipline on any Bargaining Unit A covered member; instead all such discipline shall be imposed by the City Administration and appealed per the covered member's option, either using Article 15 Dispute Resolution and Grievance Procedure (Step 2) or the Board of Fire and Police Commissioners, but not both. The affected covered member shall select in writing which appeal process he/she wishes to utilize. Once the choice of appeal process is selected the other option is no longer available to the affected covered member.~~

If the covered member elects to file a Step 2 grievance to his/her suspension or dismissal, the grievance shall be processed in accordance with Article 15 of this Agreement. ~~No appeal shall be available from the Board of Fire and Police Commissioners with respect to any matter appealed through the grievance procedure. Pursuant to Section 15 of the IPLRA and 65 ILCS 10-2.1-17, the parties have negotiated an alternative procedure based upon the grievance and arbitration provisions of this Agreement and where the City's Board of Fire and Police Commissioners only role in any discipline is to act as an appeal process, if chosen by the covered member.~~

Any covered member who holds the position of officer or Council representative occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article. In addition, in the event of a violation of this Section of this Article, the Council agrees to inform its members of their obligation under this Agreement and to direct them to return to work.

Section 2. No Lockouts

The City shall not lock out any covered members during the term of this Agreement as a result of a labor dispute with the Council.

Section 3. Penalty

Any employee who violates the provisions of Section 1 shall be subject to immediate discipline, including discharge, subject to applicable law. Any action taken by the City against an employee who violates Section 1 shall not be subject to appeal under this Agreement except to the extent there is an issue as to whether the employee was in fact engaged in an action prohibited by Section 1. The failure of the City to impose discipline under this Article in any given instance shall not be considered a waiver of such right in any other instance nor shall it be a precedent.

Section 4. Judicial Restraint

Nothing contained herein shall preclude the City or the Council from obtaining judicial restraint and damages in the event the other party violates this Article.

ARTICLE 24~~26~~ - GENERAL PROVISIONS

Section 1. Department Procedures, Regulations and Rules

The operating rules and procedures of the City of Woodstock Police Department, as from time to time amended or implemented, which are not in conflict with this Agreement, shall continue in full force and effect. The City shall provide employees with copies of all such new Rules and Regulations.

Section 2. Visits by FOP Representatives

Authorized designees of the National or State Lodge Officers, limited to two (2) at any given time, shall be permitted to visit the Police Department during working hours to talk with officers of the local Lodge and/or representatives of the City concerning matters covered by this Agreement. Such visits shall not interfere with the operations of the Department, and the Lodge shall give the City reasonable prior notice of the visits.

Section 3. Examination of Records Regarding Grievances

A Representative of the Council or any two (2) members of the six (6) member Grievance Committee shall have the right to examine time sheets and other records pertaining to the computation of compensation for any covered member whose pay is in dispute, or any other records of the covered member pertaining to a specific grievance, at reasonable times with the covered member's consent, and after a twenty-four (24) hour verbal notice of such a request to the City.

Section 4. Damaged Personal Property

The City agrees to repair or replace with an item of equal value, as necessary, any personal property that is necessary and/or required for the employee's assigned duty if such is damaged or broken as a result of the employee being required to subdue another person, or is being attacked by another person, during the course of the employee's duties. The employee will be required to document such an incident and turn in the damaged or broken item to his/her immediate supervisor in a timely manner. The City agrees to repair or replace a pair of prescription eyeglasses with a pair of equal value. The maximum amount payable under this Section is two hundred dollars ($200.00) per incident except where the employee can establish that the damaged property is not functionally replaceable by items that cost two hundred dollars ($200.00) or less.

Section 5. Inoculation or Immunization Vaccinations

The City agrees to pay all expenses for inoculation or vaccinations for an employee and for members of an employee's family when such becomes necessary as a result of said employee's exposure to contagious diseases where said employee has been exposed to said disease in the line of duty. Additionally, the City shall administer or provide, at City's expense, a Hepatitis B Virus (HBV) inoculation series to the employee. Additionally, as non-experimental inoculations become available (as approved by the FDA) for additional strains of Hepatitis, Human Immune Deficiency Virus (HIV), related or Acquired Immune Deficiency Syndrome (AIDS) antibody positive conditions, such shall be provided to all employees on a voluntary basis.

Section 6. Funeral and Burial Expenses

The City agrees to defray all reasonable funeral and burial expenses of any employee of the Police Department killed in the line of duty.

Section 7. Personal Information

Employees are responsible for assuring that all personal information given to the City is correct at all times. The City should be advised within twenty-four (24) hours of any changes in the following:

- Name (name should be the same as on social security card)
- Home address
- Telephone number

The City should be advised within seven (7) days of any changes in the following:

- Marital status (in case of emergency)
- Number of dependents (for income tax)
- Names of dependents (for insurance)
- Names of beneficiaries (for life insurance)

Section 8. Secondary Employment

Employees considering employment in addition to work with the City must receive written approval from the Chief of Police prior to beginning work to assure that the employee's secondary employment is in full compliance with the following guidelines:

- the secondary employment must not be in conflict of interest with the City employment
- secondary employment must be scheduled outside of work time with the City including scheduled overtime
- secondary employment may not infringe upon City work time including lack of energy on the job and interruptions concerning secondary employment including telephone calls and visitors
- secondary employment may not require the employee to wear a City uniform or badge; to possess a Department-issued firearm; or to utilize the City's LEADS/ALECS/ALERTS line, vehicles, or equipment
- secondary employment may not require the officer to possess a firearm without first obtaining a written agreement from such secondary employer to indemnify the City of Woodstock and its agents for any liability (including but not limited to worker's compensation or tort liability) which may exist because of the use of such firearm

- where the type of secondary employment is prohibited by law or negatively reflects on the City
- where the employee is employed or engaged in criminal matters or in civil matters which directly conflict with the operations of the Department

The Chief of Police or designee shall endeavor to respond to such written requests within five (5) business days after such request is made. All responses shall be in writing citing primary reasons for denial, if applicable. All employees holding secondary employment shall notify the Chief of Police of the place of employment, address, phone number, supervisor's name, and hours of employment so that the employee may be reached in an emergency.

Failure to comply with this procedure may result in the employee being directed to terminate secondary employment and/or disciplinary action.

Section 9. Residency Requirement

Employees shall be required to live within the area encompassed by the geographical boundaries described as being from Interstate 39 on the west, to Interstate 88 on the south, to Interstate 94 to the east, and the Illinois State line to the north.

Section 10. Family and Medical Leave Policy

The City shall comply with the Family and Medical Leave Act. Employees eligible for leave under the City's Family and Medical Leave Policy must substitute any earned or accrued paid time off for unpaid family and medical leave. Only health benefits shall be maintained while an employee is on unpaid family or medical leave, and no benefits shall accrue while an employee is on unpaid family or medical leave or any other unpaid leave of absence.

Section 11. Cancellation of Benefit Time

Once benefit time of four (4) hours or less has been has been approved by the Police Administration Division, an employee may not cancel said benefit time without the approval of the Chief of Police or designee.

ARTICLE 25~~27~~ - SHIFT BIDDING

Section 1. Definition of Seniority

As used herein, the term seniority shall refer to and be defined as the continuous length of service or employment covered by this Agreement from the date of last hire, less any adjustments due to layoffs or approved leaves of absence without pay.

Section 2. Procedure for Shift Bidding

The bidding for shifts shall be done by seniority in each individual unit. In general, the City shall post the shift bidding list by November 1st of each year, covered members in each division shall have until November 15th of each year to make their shift bid, and a copy of the final shift bid list shall be posted by the City on November 15th of each year. Notwithstanding the foregoing, the bidding for shifts shall also occur, at the City's discretion, if a new workweek schedule is implemented by the City.

As has been the past practice, when the City provides for shift bidding it will retain the right to make certain assignments, such as, for example, the traffic unit, the training officer, other positions that are assigned on a voluntary basis, and one (1) opening on each shift for a probationary employee. In addition

to temporary changes as described in Article 28, Section 4 of this Agreement, in certain circumstances after the City has provided for shift bidding the City shall retain the right to make shift changes; for example, in a situation where three (3) covered members with low seniority end up on one (1) shift, or when, for example, there is a manpower deficiency caused by an employee's resignation.

ARTICLE 26~~28~~ - -NORMAL WORKWEEK AND WORKDAY

Section 1. Definition of Workweek

As of the execution of this Agreement, the term workweek shall be defined as the work schedule currently in effect for covered members with ~~traditional patrol and~~ telecommunication functions which utilizes seven (7) day off groups, and is commonly referred to as the Kelly System work schedule.

~~As of January 1, 2014, the Kelly System work schedule shall remain intact for the non-Patrol covered members, however the Patrol covered members, will enter into a one (1) year trial period of a "Modified 4-2" schedule. During the one (1) year trial period, the "Modified 4-2" schedule can revert to the Kelly System (and all pre-"Modified 4-2" schedule changes including but not limited to floating holiday time) for Patrol at any time with thirty (30) days' notice from either party. In good faith both parties have agreed to try the "Modified 4-2" schedule during calendar year 2014 and openly discuss any issues that arise with either party in an effort to retain the "Modified 4-2" schedule.~~

~~The "Modified 4-2" schedule results in varying work hours, however the City shall pay all Patrol covered members on such schedule for 80 regular hours per pay period as long as the scheduled days are worked in full. As this situation results in an overpayment of hours each calendar year, the City has agreed that there will be no "give back hours" as a result of this arrangement.~~

Thereafter if during the term of this Agreement the City determines that it is in the interest of effective Police Department operations that the workweek should be changed, the City shall give the Council at least thirty (30) days advance notice thereof and City representatives upon request of the Council shall meet with Council representatives prior to the City's implementation of said workweek change to discuss the impact of the workweek change on covered members in the bargaining unit. This provision only applies to the City's adherence to a departmental work schedule such as, for example, the Kelly System ~~or the "Modified 4-2"~~, as opposed to individual employee work schedules.

In addition to its right to change any employee's work schedule as otherwise provided in this Agreement, the City may change any individual employee's work schedule in exigent or emergency situations. The determination as to when an exigent or emergency situation exists shall be made by the City, but the City must be reasonable in exercising its discretion in that regard.

Any employee who is absent from a given shift and who has accrued, unused paid leave (e.g., vacation leave, floating holiday, sick leave, compensatory time) shall be required to use such paid leave with respect to that absence, but this requirement shall not apply to an absence resulting from the employee serving a disciplinary suspension. The City shall not incur an overtime obligation if it has to change a covered member's shift to cover for the covered member who has been required to use such paid leave.

Section 2. Definition of Workday

Under the Kelly System, the normal workday shall be eight (8) consecutive hours, and shall include a thirty (30) minute paid lunch period, and two (2) fifteen (15) minute breaks each day, subject to emergency work duties. ~~Under the "Modified 4-2" Schedule, the normal workday shall be eight and one-half (8½) consecutive hours, and shall include a thirty (30) minute paid lunch period, and two (2) fifteen (15) minute breaks each day, subject to emergency work duties. If a roll call is required outside of the eight and one-half (8½) consecutive hours, it shall be subject to compensation.~~

Section 3. Exclusion from the Workweek Schedule

As of the execution of this Agreement, employees assigned to non-traditional ~~patrol or~~ telecommunications functions, such as but not limited to, the Parking Enforcement Officer~~, the High School Liaison Officer, the Detective Division, the D.A.R.E. program, the narcotics task force,~~ or the Records Clerk position, shall not be required to work the Kelly System~~ or the "Modified 4-2"~~ work schedule. Their assigned work schedules, however, shall be consistent with this Agreement and the City shall have the right, in its discretion, upon giving reasonable notice thereof to the Council, to change their work schedules.

Section 4. Temporary Changes in Work Schedules

Should it be necessary in the City's judgment to establish schedules departing from the normal workday or the normal work cycle, or to change the shift schedule of an employee or employees, the City will give, if practicable, at least twenty-four (24) hours' advance notice of such change to all employees affected by such change.

~~**Section 4 (a) Temporary Changes in Work Schedule for K-9 Officer**~~

~~The City and the Union acknowledge the need for the K-9 Officer's hours to be varied to increase the effectiveness of the K-9 duties so that those individuals within the community who may be using or selling illegal substances cannot know the pattern or work schedule of the K-9 Officer. To that end, it is agreed that the Chief of Police, or designee, and the K-9 Officer, will set the schedule to include hours and days off that are mutually agreed upon by the parties. The K-9 Officer may directly request to meet with the Chief or designee regarding scheduling. Any changes made shall remain consistent with the relevant Articles of the Agreement, including but not limited to: work hours in excess of eight and one-half (8½) hours compensated as overtime. Changes to the K-9 Officer's schedule shall not circumvent overtime of other employees (covering for vacations, etc.) nor shall the changes be for the purpose of avoiding the payment of overtime pay or court time. However, the K-9 Officer's shift hours may be modified by the Chief, or designee, for the K-9 Officer to participate in K-9 demonstrations, school searches and training that falls outside the K-9 Officer's scheduled duty hours.~~

Section 5. Covering for Vacations

The City shall incur an overtime obligation to any covered member covering for a "scheduled vacation" defined as three (3) or more consecutive vacation days for which the City has received at least five (5) days advance notice as referred to in Article 27, Section 2. ~~Upon receiving such notice of a "scheduled vacation" in Unit A, the City shall post the overtime for a period of forty-eight (48) hours.~~ Upon receiving such notice of a "scheduled vacation"~~ in Unit B~~, the City shall first attempt to cover the shift with part-time employees and post it thereafter if no part-time employees cover the shift(s).

The City shall have the right to change any covered member's shift for the purpose of having coverage for a vacation day or vacation days other than a "scheduled vacation" as defined in the paragraph above, and the City shall pay the covering covered member at his/her straight-time rate for the first eight (8) hours ~~(eight and one-half (8½) hours for Patrol)~~ worked in so covering. The decision as to whether or not to cover for a "scheduled vacation", or for a vacation other than a "scheduled vacation", is at the City's discretion.

Section 6. Shift Swapping/Switching of Hours

Covered members may, at the discretion of supervision, continue the practice of shift swapping within the same twenty-eight (28) day scheduling period. Supervisory approval shall not be unreasonably withheld. Shift swaps which occur during the last week of the twenty-eight (28) day scheduling period would get a fourteen (14) day extension. The switching of hours by Detectives for coverage of holidays and comp time shall occur on a basis of need and not automatically.

Section 7. Covering for Training

The City shall have the right to change a covered member's shift or schedule, including the scheduled days off, for the purpose of scheduling the covered member for training. Additionally, the City shall have the right to change a covered member's shift or schedule, including the scheduled days off, for the purpose of having the covered member cover for another covered member scheduled for training. The covered member whose shift or schedule is so changed shall be paid at his/her straight-time rate of pay for the hours worked on said changed shift or schedule.

Section 8. Covering for Staffing Deficiencies

When a covered member's schedule, including the scheduled days off, is modified due to staffing deficiencies on another shift, resulting from regularly scheduled shift vacancies, the City shall pay such covered member overtime compensation for hours worked to fill said shift vacancy.

Section 9. Covering for Another's Use of a Floating Holiday or Compensatory Time

When a covered member's shift or schedule, including scheduled days off, is modified due to another covered member's use of a floating holiday, or compensatory time, the City shall pay straight-time to said covered member if the floating holiday or compensatory time are not scheduled and used in conjunction with a previously scheduled vacation or if the floating holiday or compensatory time are used pursuant to paragraph 3 of Section 1 above.

Section 10. Covering for Another Covered Member's Use of a Sick Day

When a covered member's schedule, including scheduled days off, is modified due to another covered member's use of a sick day, the City shall pay overtime to said covered member if the modification occurs within twenty-four (24) hours of notification unless the sick day is used pursuant to paragraph 3 of Section 1 above. When the covered member's shift or schedule, including scheduled days off, is modified due to another covered member's use of a sick day, the City shall pay straight-time to said covered member if the modification occurs more than twenty-four (24) hours after notification.

Section 11. Covering for Another Covered Member's Use of Funeral Leave

When a covered member's schedule, including scheduled days off, is modified due to another covered member's use of funeral leave, the City shall pay said covered member overtime compensation for all hours and days worked for said purpose. If funeral leave is extended, according to the provisions of Article 20, the procedure outlined in Section 10 above shall apply.

Section 12. Covering for Another Covered Member Performing Jury Duty
When a covered member's shift or schedule, including scheduled days off, is modified because another covered member is required to perform jury duty, the City shall pay straight-time to said covered member.

ARTICLE 27~~29~~ - OVERTIME AND COMPENSATORY TIME

Section 1. Overtime
Overtime pay, at the rate of one and one-half (1½) times an employee's straight-time hourly rate of pay, shall be paid for all hours worked in excess of eight (8) hours in a day~~ for non-Patrol and eight and one-half (8½) hours in a day for Patrol~~. For the purpose of determining eligibility for overtime, all compensated hours shall be considered hours worked. To be eligible for overtime or compensatory time, a covered member must work at least fifteen (15) minutes on each occasion, and shall be compensated in quarter (¼) hour increments for such overtime.

If at the end of a covered member's twenty-eight (28) day cycle under the Kelly System~~ or the "Modified 4-2" schedule~~, the covered member has worked more than his/her scheduled days for the cycle, the covered member shall be compensated at a rate of one and one-half (1½) times the covered member's straight time hourly rate of pay for those extra days.

If during the term of this Agreement the work week schedule is changed to a five (5) day workweek, a covered member will be eligible for overtime pay at the rate of one and one-half (1½) times the covered member's straight-time hourly rate of pay for the sixth (6th) or seventh (7th) day actually worked in a given workweek.

Section 2. Compensatory Time
At an employee's option, the employee may be credited with compensatory time at the rate of one and one-half (1½) hours per one (1) hour worked in lieu of paid overtime. All compensatory time shall be approved by Police Administration, which includes the shift supervisor, for the purpose of this Section, prior to its accrual. Compensatory time may not accumulate in excess of one hundred (100) hours. All compensatory time in excess of this amount shall be paid. Compensatory time not used in a calendar year shall be carried over to the next calendar year.

Any covered member entitled to compensation for Court Pay pursuant to Section 3 of this Article, compensation for Call Back Pay pursuant to Section 4 of this Article, or Training Pay pursuant to Section 1 of Article 30, may choose to receive such compensation in the form of compensatory time.

Requests for compensatory time usage shall not be accepted for consideration of scheduling, nor approved, more than twenty-eight (28) days in advance of the date of the requested compensatory time.

Covered members will be eligible to convert the time and a half [eligible pay] for working on a designated holiday into compensatory time. To demonstrate, the covered member can bank four (4) hours of compensatory time for working the full eight (8) hour shift on a given holiday.

Section 3. Court Pay
A covered member who is required by the City to be in court or to attend any pre-trial conference while off duty shall receive, at the covered member's time and one-half (1 ½) hourly rate of pay, the greater of the time the employee actually works on a given day or minimum compensation of two (2) hours. A

covered member is eligible to receive two (2) hours of minimum court pay compensation more than once for a given day, if there is an uncompensated period of time in between the two (2) court calls.

Section 4. Call Back Pay

A covered member called back to work while off duty shall receive a minimum of two (2) hours compensation, or the actual time worked, whichever is greater, at one and one-half (1½) times the covered member's straight-time rate or equivalent compensatory time at the covered member's choice.

Section 5. Schedule Changes

The City shall not change a covered member's regularly scheduled day off or regular duty hours for the purpose of avoiding the payment of overtime or court pay to that covered member.

~~**Section 6. Field Training Officer Pay**~~

~~Any Officer assigned as a Field Training Officer shall receive one and one-half (1½) hours compensatory time for each training day consisting of seven (7) or more hours when actually involved in the training of a full-time field training recruit. Any Officer assigned as a Field Training Officer shall receive one and one-half (1½) hours of compensatory time for each period of seven (7) cumulative hours of training when actually involved in the training of a part-time employee.~~

Section ~~7~~6. Communication or Records Training Officer Pay

Any Telecommunicator or Records Clerk assigned as a Communication Training Officer or Records Training Officer shall receive one and one-half (1½) hours compensatory time for each training day consisting of seven (7) or more hours when actually involved in the training of a full-time Telecommunicator or Records Clerk. Any Telecommunicator or Records Clerk assigned as a Communication Training Officer or Records Training Officer shall receive one and one-half (1½) hours of compensatory time for each period of seven (7) cumulative hours of training when actually involved in the training of a part-time employee.

~~**Section 8. Officer in Charge Pay**~~

~~Any Patrol Officer assigned "Officer in Charge" for any part of a shift shall be paid the hourly wage equal to an entry level Sergeant for those hours worked in that classification. Any Detective specifically assigned the supervision or direction of peers normally assigned to the Detective Sergeant because the Detective Sergeant is absent due to a vacation or training shall be paid the hourly wage equal to an entry level Sergeant for those hours worked in that classification. It is at the City's discretion to assign a Patrol Officer or a Detective, as the case may be, as "Officer in Charge" on a shift; i.e., the City has the right to assign an absent supervisor's duties to another member of supervision and, thus, operate without an "Officer in Charge."~~

Section ~~9~~7. No Pyramiding

Compensation shall not be paid more than once for the same hours under any provision of this Article or this Agreement.

Section ~~10~~8. Required Overtime

The City shall have the right to require overtime and employees may not refuse overtime assignments. Whenever practical, overtime shall be scheduled on a voluntary basis, except for emergency situations, or except when qualified employee volunteers are not readily available. When more than one (1) employee volunteers for a given overtime assignment the most senior employee shall be given the overtime provided that employee is qualified to do the work. If there are no volunteers for overtime, the covered member with the least seniority on a given shift who is qualified to do the required overtime work shall be

required to work the overtime. If a covered member who is ordered back does not comply for medical reasons, the covered member must submit a medical certificate within one (1) week or the covered member shall be subject to disciplinary action. The City shall only be required to post available overtime when the City has at least five (5) days' notice regarding the need for said overtime. Any such notice shall only be posted for forty-eight (48) hours. An employee shall not be eligible for any overtime work under this Agreement for the shift immediately preceding and the shift immediately following any shift for which the employee was scheduled but was absent from due to the employee's own illness or injury.

Section ~~11~~9. Jury Duty and Witness Pay

An employee shall be given time off without loss of pay or accumulated benefits when asked to serve on a jury or when subpoenaed to appear before a court, public body, or commission connected with City business and not as an adverse party or witness against the City. Compensation received from the Court for jury duty, compensation received for being a witness, or compensation otherwise received for the above described activities, shall be subtracted from the employee's regular straight-time earnings to determine the actual amount to be paid to the employee by the City under this Section. In the event an employee is an adverse party or witness against the City, the City agrees to allow the use of available time off options subject to the approval of the Chief of Police or designee, pursuant to the provisions of the Agreement. Such approval shall not be unreasonably denied.

ARTICLE 28~~30~~ - ~~POLICE~~ TRAINING

Section 1. Training

The City agrees to provide training classes for the Police Department's employees as is reasonably necessary. Covered members shall be paid for actual time spent in any such required training classes, with a minimum of two (2) hours compensation. Training shall be scheduled by the Chief of Police or designee and employees will attend training sessions as assigned by the City. For classes outside of McHenry County, including firearm training, covered members shall receive a total of one (1) hour compensatory time for roundtrip travel. For classes within McHenry County, covered members shall not receive compensatory time for travel.

Section 2. Travel Expenses

The City shall endeavor to provide transportation to and from any required training classes. In the event that no City vehicle is available for such use, the City shall reimburse the employees for the use of their personal vehicles at the per mile rate established by the Internal Revenue Service.

The City shall reimburse employees assigned to training classes for meal expenses (justified via appropriate receipt submission) related to the training at the following maximum rates:

- Breakfast $10.00
- Lunch $10.00
- Dinner $15.00

The City shall be responsible for pre-paying the cost of any required overnight lodging as a result of covered members attending these required training classes. Any class that requires travel in excess of one hundred (100) actual miles one-way will require overnight lodging at the discretion of the covered member. The City shall reimburse employees for any other travel related expenses which are substantiated and appropriate.

Section 3. Education

The City encourages employees to improve and upgrade their skills through participation in job-related courses, degree programs at colleges and universities, job-related seminars, or workshops. This Section does not apply to any form of education initiated by the City in which the City shall pay all expenses.

Subject to available funds, covered members shall be reimbursed for the cost of registration, tuition, books, and lab fees, (meal, lodging, tolls, and mileage are not reimbursable) if attendance is pre-approved within five (5) business days after initial submission of request by the Chief of Police or designee and the Human Resources Director, and provided courses, job related seminars and/or job related workshops are determined to be in compliance with the following:

- For covered members in undergraduate or graduate programs with a declared major or minor in criminal justice/law enforcement, public administration or in the pursuance of a law degree, all courses required, including electives, may be approved.
- Courses with criminal justice/law enforcement registration designations and courses for introduction to psychology, social work or sociology may be approved when there is no declared major or minor, or a declared major or minor other than criminal justice/law enforcement or public administration.
- Reimbursement, upon satisfactory proof of successful completion, shall be limited to the sum of one thousand dollars ($1,000) per year per covered member for degree-related programs and five hundred dollars ($500) per year for job-related seminars or workshops. If a covered member wishes to enter an undergraduate or graduate program at an accredited college or university, such information should be forwarded to the Chief of Police during the annual budget process and no later than December 31st of each year. Accumulation is not permitted.
- It is expressly understood that all police training/educational opportunities outlined in this Section are to be accomplished on the covered member's time off. The City agrees to allow the use of available time-off options, subject to the approval of the Chief of Police or designee, to attend any of the outlined police training/educational opportunities, pursuant to the provisions of this Agreement.

ARTICLE 29~~31~~ - NO BARGAINING DURING TERM

This Agreement, reached through good faith collective bargaining, constitutes the entire Agreement between the parties. The parties agree, therefore, that for the term hereof, subject only to the provisions of Article 21, Section 5 and Article 24 hereof, this concludes all collective bargaining between them, and each voluntarily and unqualifiedly waives the right, and agrees the other shall not be obligated to bargain regarding any subject or matter, whether or not referred to or covered in this Agreement, and whether or not such subject or matter was within the knowledge or contemplation of either or both parties at the time they negotiated this Agreement.

ARTICLE 30~~32~~ - TERM OF AGREEMENT

This Agreement shall become effective as of the first day of May, 2016~~3~~ and shall remain in full force and effect to and including April 30, 2018~~16~~. After April 30, 2018~~16~~, and at the end of each yearly period thereafter, this Agreement shall be renewed automatically for a further period of one (1) year unless either party gives written notice of a desire to modify, amend or terminate this Agreement at least sixty (60) days prior to April 30, 2018~~16~~ or prior to the end of any yearly period thereafter.

ARTICLE 31~~33~~ - ALCOHOL AND DRUG TESTING

Section 1. Statement of Policy

It is the policy of the City of Woodstock that the public has the absolute right to expect persons employed by the City in its Police Department to be free from the effects of drugs and/or alcohol. The City, as the Employer, has the right to expect its employees to report to work fit and able for duty and not affected by the abuse of legal drugs, illegal drugs, and/or alcohol to set a positive example for the community. The purposes of this policy shall be achieved in such a manner as not to violate any established rights of the employees of the Police Department. For purposes of the Article, the term "employee" includes all covered members~~ in Unit A and Unit B~~.

Section 2. Prohibitions

Employees shall be prohibited from:

a) Consuming or possessing alcohol at any time and at any place while on duty except as may be necessary in the performance of duty as authorized by the Chief or designee.
b) Possessing, using, selling, purchasing or delivering any illegal drug at any time and at any place except as may be necessary in the performance of duty as authorized by the Chief or designee.
c) Failing to report to the employee's supervisor any known adverse side effects of medication or prescription drugs that the employee may be taking.

Section 3. Drug and Alcohol Testing Permitted

The Chief of Police or designee shall have the right to require the employee to submit to alcohol and/or drug testing as set forth in this Agreement under the following conditions:

a) *Pre-employment/Recall from Layoff* – All applicants for employment will be tested following acceptance of a contingent job offer. Covered members on layoff for more than six (6) consecutive months will be tested upon recall.
b) *Reasonable Suspicion* - Where the City has reasonable suspicion to believe that an employee is being affected by the use of alcohol, the abuse of prescription drugs and/or the use of illegal drugs. Reasonable suspicion will originate in writing at the supervisory level, must have the collaboration and concurrence in writing of one (1) other supervisor and must provide the supported reasons for testing prior to testing. Copies of supervisory level written documentation will be provided to the Council and employee prior to testing.
c) *Post-Accident/Post-Injury* – An employee in any accident while on duty that involves: an injury (to oneself or another person) requiring medical attention, and/or a motor vehicle accident and/or other damage to property in excess of $7,500.
d) *Random Testing* - Upon ratification of this Agreement, and on a periodic basis, but no more than four (4) times annually, employees will be subject to random testing for safety and security needs. All employees within the Police department, including Command staff, will be included in a random draw. Up to, but no more than twenty-four (24), employees will be randomly drug and alcohol tested per calendar year. The random pool will be administered by medical facility personnel who will contact the Chief of Police and/or the Human Resources Director who, in return, will contact each individual, while the employee is on duty, whose name was drawn to advise him/her of the test. The Woodstock Police department will be the collection site for

random testing. Any employee who is using benefit time and/or on any regular day off (RDO) on the day of the random testing will not be tested.

Under each of the circumstances above, the employee shall be informed of his/her right to Council representation. Employees will submit to the test upon order from their supervisor and/or the Chief of Police or designee and testing shall not be unreasonably delayed by reason of the employee's inability to consult with legal counsel or the Council. When a serious injury is not involved, employees will be allowed to take the test in civilian clothing. If an employee chooses to wear civilian clothes during the testing, he/she must have the change of clothes available at the Department.

Any time spent by an employee per this policy in the testing procedure will be considered as work time and subject to compensation as outlined in Article 29, Section 1 as applicable.

Section 4. Refusal to Submit to Testing

Refusal to submit to testing may subject the employee to discipline up to and including discharge, but the taking of the test shall not be construed as a waiver of any objection or right that the employee or Council may have.

Section 5. Testing to be Conducted

In conducting the testing authorized by this Agreement, the City shall:

a) Use only a clinical laboratory or hospital facility which follows SAMHSA and NHSTA standards, provides a designated Medical Review Officer (MRO), and is certified by the State of Illinois to perform drug and/or alcohol testing, or use a licensed Intoximeter Operator who is not a member of the bargaining unit for those tests necessitating confirmation of a portable device indicating the presence of alcohol.
b) Use only a clinical laboratory or hospital facility that collects samples in such a manner as to preserve the individual employee's right to privacy while ensuring a high degree of security for the sample, its chain of custody, and its freedom from adulteration. Employees shall not be witnessed by anyone while submitting a sample except in circumstances where there is reasonable suspicion that the employee may attempt to compromise the accuracy of the testing procedure.
c) Use only a clinical laboratory or hospital facility that confirms any sample that tests positive in initial screening for drugs by testing the second portion of the same sample by gas chromatography/mass spectrometry (GC/MS) or an equivalent or better scientifically accurate and accepted method that provides quantitative data about the detected drug or drug metabolites.
d) Provide the employee tested with an opportunity to have the split sample tested by a clinical laboratory or hospital facility of the employee's choosing, at the employee's own expense, provided the employee notifies the City in writing within one (1) year of the date of collection.
e) Require that the laboratory or hospital facility report to the City's Human Resources Director or Human Resources department designee that a sample is positive only if both the initial screening and confirmation test are positive for a particular drug and/or testing indicates the presence of an adulterant or substitute sample. The parties agree that should any information concerning such testing or the results thereof be obtained by the City inconsistent with the understandings expressed herein (e.g. billings for testing that reveal the nature or number of tests administered), the City shall not use such information in any manner or form adverse to the employee's interests.
f) Require that with regard to alcohol testing, the City shall first use a portable breath alcohol testing device (PBT) via a certified/trained operator to detect the presence of alcohol. If the PBT registers

the presence of alcohol, the employee shall be taken to Centegra Occupational Health/Centegra Emergency Room in Woodstock to take a second breath alcohol test for the purpose of determining whether the employee is under the influence of alcohol. Test results showing an alcohol concentration of .020 or more based upon the grams of alcohol per 100 milliliters of blood shall be considered positive. The foregoing standard shall not preclude the City from attempting to show that test results between .010 and .020 demonstrate that the employee was affected by alcohol, but the City shall bear the burden of proof in such cases.

g) For all positive test results, within two (2) calendar days of receipt, the City's Human Resources Director or designee shall provide each employee tested with a copy of all information and reports received by the City in connection with the testing and the results.
h) Ensure that no employee is the subject of any adverse employment action except emergency temporary reassignment or relief of paid duty during the pendency of any testing procedure.
i) Store such test results in confidential medical files only.

Section 6. Disciplinary Action

Violation of the conduct prohibited by Section 2 of this Article and/or testing positive for drugs or the presence of an adulterant in a sample provided shall be cause for recommendation for discharge, subject to the Article 15 Dispute Resolution and Grievance Procedure.

Section 7. Last Chance Agreement for Alcohol

In cases of testing positive for alcohol (test results showing an alcohol concentration of .020 or more based upon the grams of alcohol per 100 milliliters of blood), and in the Chief or designee's discretion, discipline less than discharge is determined to be appropriate, such discipline will be conditioned upon:

a) The employee was not under formal investigation for illegal drug use and/or abuse of alcohol.
b) The employee agrees to appropriate treatment as determined by the health care professional(s) involved.
c) The employee discontinues the abuse of alcohol.
d) The employee completes the course of treatment prescribed, including an "after care" plan for a period determined appropriate by the treating health care professional(s) involved.
e) The employee agrees to submit to unlimited unannounced testing during hours of work for a time period of twenty-four (24) months, during and/or after the period of "after care," as recommended by the attending health care professional(s).

Employees who do not agree to or fail to act in accordance with the foregoing "last chance agreement" for alcohol, or who test positive a second or subsequent time for the presence of illegal drugs and/or alcohol during the hours of work, shall immediately resign in lieu of discharge.

Section 8. Voluntary Request for Assistance

The City shall take no adverse employment action against any employee who voluntarily seeks treatment, counseling or other support for an alcohol and/or drug related problem not involving or related to criminal activity, other than the City may require reassignment of the employee with pay if the employee is unfit for duty in his/her current assignment. An employee's voluntary request for assistance must be made prior to any notification of post-accident/post-injury, random or reasonable suspicion testing. Nothing herein shall limit the Employer's right to seek disciplinary action for misconduct arising out of or relating to the employee's use of illegal drugs and/or alcohol. The foregoing is conditioned upon:

a) The employee was not under formal investigation for illegal drug use and/or abuse of alcohol.

b) The employee agrees to appropriate treatment as determined by the health care professional(s) involved.
c) The employee discontinues the illegal use of drugs and/or abuse of alcohol.
d) The employee completes the course of treatment prescribed, including an "after care" plan for a period determined appropriate by the treating health care professional(s) involved.
e) The employee agrees to submit to unlimited unannounced testing during hours of work for a time period of no less than twelve (12) months but no more than eighteen (18) months, during and/or after the period of "after care," as recommended by the attending health care professional(s).

Employees who do not agree to or act in accordance with the foregoing shall be subject to discipline, up to and including discharge.

Section 9. Leaves of Absence

This Article shall not be construed as an obligation on the part of the City to retain an employee on active status throughout the period of rehabilitation if it is appropriately determined by a medical professional that the employee's current use of alcohol and/or drugs prevents such individual from performing the duties of a police employee or whose continuance on active status would constitute a direct threat to the property and/or safety of others. Such employee shall be afforded the opportunity, at the employee's option, to use accumulated paid leave or take an unpaid leave of absence pending treatment. If there is a question or concern relating to the appropriateness of an employee's return to work following a period of rehabilitation, the Human Resources Director shall discuss the situation with the medical professional involved.

Section 10. Right to Contest

If disciplinary action is not taken against an employee based in whole or in part on the results of a drug and/or alcohol test, the Council and/or the employee, with or without the Council, shall have the right to file a grievance concerning any testing permitted by this Agreement, contesting the basis for the order to submit to the tests, the right to test, the administration of the tests, the significance and accuracy of the tests, the consequences of the testing or results or any other alleged violation of this Agreement. Such grievances shall be commenced at Step 2 of the Grievance Procedure.

Further, if disciplinary action is taken against an employee based in part upon the positive results of a test as defined by this Article, then the Council or the employee shall have the right to file a grievance concerning any portion of the test as denoted above. Any evidence concerning test results which is obtained by the Employer in violation of the standards contained in this Article shall not be admissible in any Employer/City disciplinary proceeding involving the employee.

This Article shall not in any way limit the City's rights to take such action as the City, in its discretion, deems appropriate if an employee engages in conduct prohibited by Section 2 of this Article, unless such exercise is contrary to or inconsistent with the terms and conditions stated in this Agreement.

SIGNATURE PAGE

IN WITNESS THEREOF, the parties hereto have affixed their signatures this day of , 2016.

FOR THE CITY OF WOODSTOCK:	FOR FOP LODGE #191:
Dr. Brian P. Sager Mayor	Richard R. Dolan Unit Steward
Roscoe C. Stelford, III City Manager	Cory R. Fink Unit Steward
Deborah K. Schober Director, Human Resources	Michael E. Karnath Unit Steward
Robert W. Lowen Chief of Police	Dan Pauley Unit Steward
Cindy Smiley City Clerk	Charles Vorderer Unit Steward

Clerk Seal:

EXHIBIT 1 - DUES DEDUCTION AUTHORIZATION FORM

Dues Authorization Form

ILLINOIS FRATERNAL ORDER OF POLICE
LABOR COUNCIL
974 CLOCKTOWER DRIVE
SPRINGFIELD, ILLINOIS 62704

I,_____, hereby authorize my employer, City of Woodstock , to deduct from my wages the uniform amount of monthly dues set by the Illinois Fraternal Order of Police Labor Council, for expenses connected with the cost of negotiating and maintaining the collective bargaining agreement between the parties and to remit such dues to the Illinois Fraternal Order of Police Labor Council as it may from time to time direct. In addition, I authorize my employer named hereinabove to deduct from my wages any back dues owed to the Illinois Fraternal Order of Police Labor Council from the date of my employment, in such manner as it so directs.

Date:_____ Signed:_____

Address:_____

City:_____

State:_____Zip:_____

Telephone:_____

Employment Start Date: _____

Title: _____

Employer, please remit all dues deductions to:

Illinois Fraternal Order of Police Labor Council
Attn: Accounting
974 Clocktower Drive
Springfield, Illinois 62704
(217) 698-9433

Dues remitted to the Illinois Fraternal Order of Police Labor Council are not tax deductible as charitable contributions for federal income tax purposes; however, they may be deductible on Schedule A of Form 1040 as a miscellaneous deduction.

Rev. April 4, 2011

EXHIBIT 2 – POLICE PENSION RECORD OF UNPAID/LEAVE SUSPENSION

City of
WOODSTOCK

Police Department
Robert W. Lowen, Chief of Police

656 Lake Avenue
Woodstock, Illinois 60098
phone 815.338.6787
fax 815.334.2275
policedept@woodstockil.gov
www.woodstockil.gov

To: WOODSTOCK POLICE PENSION BOARD

From: _____

Date: _____

Re: Record of Unpaid Leave / Suspension

Date(s) of Unpaid Leave / Suspension: _____

I acknowledge that during the dates listed above, I did not make the required contributions to the Woodstock Police Pension Fund due to an unpaid leave or suspension.

If the unpaid leave is due to a suspension, I further understand that affixing my signature and acknowledging this suspension is not to be construed as an admission of guilt in the event(s) leading up to this suspension.

Signed: _____

Dated: _____

EXHIBIT ~~3~~ 2 - GRIEVANCE FORM

GRIEVANCE

WOODSTOCK POLICE DEPARTMENT

Unit#

GRIEVANT: GRIEVANT: LABOR COUNCIL ☐

YEAR

(Last) (First) (Middle)

ADDRESS:

CITY: STATE: ZIP:

PHONE: Work: Home: Other:

NUMBER

STEP ONE

Date of Incident or Date Knew of Facts Giving Rise to Grievance: _____

Article (s) cited as violations: _____ and any other applicable Article

Short and to the point Explanation: _____

Remedy Sought: _____

_____, in part and in whole, make grievant whole

SUBMITTED TO: _____ *DATE:* _____

_____ Grievant's Signature

_____ Labor Council Representative Signature

EMPLOYER RESPONSE

_____

Title: _____ Response Given To: _____

Employer Representative Signature Date: _____

EXHIBIT ~~3~~ 2 - GRIEVANCE FORM (CONTINUED)

STEP TWO

Reason for Advancing Grievance or Short and to the point Explanation: _____

_____

_____

_____

_____

Remedy Sought: _____

_____

_____

_____

_____, in part and in whole, make grievant whole.

SUBMITTED TO: _____ DATE: _____

_____ _____

Grievant's Signature Labor Council Representative Signature

_____ Title: _____ Response Given To: _____

Employer Representative Signature D ate: _____

EMPLOYER RESPONSE

_____

_____

_____

_____

_____

_____

_____

_____

_____ Title: _____ Response Given To: _____

Employer Representative Signature Date: _____

ARBITRATION

Grievance Submitted to Labor Council on: _____ Arbitration Notification Date: _____

Employer Notification

Mayor/President/Official: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Attorney/Representative: _____ Phone: _____

Address: _____ City: _____ Zip: _____

EXHIBIT ~~4~~ 3 - WAGE SCHEDULES ~~– UNIT A~~

Collective Bargaining Agreement Between
The City of Woodstock and the
Illinois Fraternal Order of Police Labor Council / Woodstock Lodge #191

Unit B - Dispatchers

	Current			2.75%			2.50%		
	5/1/2015 - 4/30/2016			5/1/2016 - 4/30/2017			5/1/2017 - 4/30/2018		
	Hourly	**Annual**	**%**	**Hourly**	**Annual**	**%**	**Hourly**	**Annual**	**%**
Start	$19.10	$39,725		$19.62	$40,817		$20.11	$41,837	
1	$20.79	$43,253	8.9%	$21.37	$44,442	8.9%	$21.90	$45,553	8.9%
2	$22.49	$46,784	8.2%	$23.11	$48,071	8.2%	$23.69	$49,273	8.2%
3	$24.19	$50,314	7.5%	$24.85	$51,698	7.5%	$25.48	$52,990	7.5%
4	$25.89	$53,845	7.0%	$26.60	$55,326	7.0%	$27.26	$56,709	7.0%
5	$27.58	$57,374	6.6%	$28.34	$58,952	6.6%	$29.05	$60,426	6.6%
6	$29.28	$60,905	6.2%	$30.09	$62,580	6.2%	$30.84	$64,145	6.2%
7	$32.20	$66,983	10.0%	$31.59	$65,703	5.0%	$32.38	$67,345	5.0%
8	-	-	n/a	$33.09	$68,825	4.8%	$33.92	$70,546	4.8%

Unit B - Records Clerks

	Current			2.75%			2.50%		
	5/1/2015 - 4/30/2016			5/1/2016 - 4/30/2017			5/1/2017 - 4/30/2018		
	Hourly	**Annual**	**%**	**Hourly**	**Annual**	**%**	**Hourly**	**Annual**	**%**
Start	$18.18	$37,813		$18.68	$38,853		$19.15	$39,824	
1	$19.86	$41,313	7.9%	$20.41	$42,449	9.3%	$20.92	$43,510	9.3%
2	$21.54	$44,813	7.3%	$22.14	$46,045	8.5%	$22.69	$47,196	8.5%
3	$23.23	$48,313	6.8%	$23.87	$49,642	7.8%	$24.46	$50,883	7.8%
4	$24.91	$51,813	6.4%	$25.60	$53,238	7.2%	$26.24	$54,569	7.2%
5	$26.59	$55,314	6.0%	$27.32	$56,835	6.8%	$28.01	$58,256	6.8%
6	$28.28	$58,813	5.7%	$29.05	$60,430	6.3%	$29.78	$61,941	6.3%
7	$29.96	$62,316	9.5%	$29.92	$62,230	3.0%	$30.67	$63,786	3.0%
8	-	-	n/a	$30.78	$64,030	2.9%	$31.55	$65,631	2.9%

Unit B - Parking Enforcement

	Current			2.75%			2.50%		
	5/2015 - 4/2016			5/1/2016 - 4/30/2017			5/1/2017 - 4/30/2018		
	Hourly	**Annual**	**%**	**Hourly**	**Annual**	**%**	**Hourly**	**Annual**	**%**
Start	$13.93	$28,964		$14.31	$29,761		$14.67	$30,505	
1	$14.92	$31,042	7.2%	$15.33	$31,896	7.2%	$15.72	$32,693	7.2%
2	$15.92	$33,121	6.7%	$16.36	$34,032	6.7%	$16.77	$34,883	6.7%
3	$16.92	$35,200	6.3%	$17.39	$36,168	6.3%	$17.82	$37,072	6.3%
4	$17.92	$37,279	5.9%	$18.42	$38,304	5.9%	$18.88	$39,262	5.9%
5	$18.92	$39,357	5.6%	$19.44	$40,439	5.6%	$19.93	$41,450	5.6%
6	$19.92	$41,434	5.3%	$20.47	$42,573	5.3%	$20.98	$43,637	5.3%
7	$20.92	$43,513	5.0%	$20.98	$43,642	2.5%	$21.51	$44,733	2.5%
8	-	-	n/a	$21.50	$44,710	2.4%	$22.03	$45,828	2.4%

EXHIBIT ~~5~~ 4 - ~~LETTER O~~MEMORANDUM OF UNDERSTANDING AND AGREEMENT

Memorandum of Understanding and Agreement between the City of Woodstock and the Illinois Fraternal Order of Police Labor Council / Woodstock Lodge #191

It is hereby agreed upon by the City of Woodstock (herein referred to as "the City") and the Illinois Fraternal Oder of Police Labor Council / Woodstock Lodge #191 (herein referred to as "the Labor Council"), that a memorandum of understanding and agreement is necessary and appropriate at this time in an effort to prevent any immediate, or potential future misunderstanding or grievance with regards to a current issue in the Records and Telecommunications Divisions of the Woodstock Police Department based on the impending State of Illinois mandated consolidation of Dispatch Telecommunication Centers.

By this letter of understanding and agreement, both the City and the Labor Council agree to the following:

(1) Effective November 9, 2015, the Labor Council agrees to allow the City to use part-time employees to fill the current vacant Records Clerk position and assist with the workload in the Records Division for a time period not to exceed six (6) months post-consolidation.

(2) In preparation for consolidation, the City agrees to post the vacant full-time Records Clerk position internally only allowing any remaining current and interested full-time Telecommunicators to apply and interview for the position. "Current" refers to those full-time Telecommunicators currently employed with the City of Woodstock as of November 6, 2015 and still employed with the City of Woodstock as a full-time Telecommunicator in good standing as of the date the above referenced full time Records Clerk position is posted.

(3) Immediately prior to consolidation, the City agrees to offer the Records Clerk position denoted in number one above to the full-time Telecommunicator that the City deems to be the most qualified by using both subjective and objective criteria of the City's choosing. Additionally, the City agrees to move the chosen candidate over "in step" from the Telecommunicator scale to the Records Clerk scale; in other words if the person is at step 6 on the Telecommunicator scale, he/she will move over at a step 6 on the Records Clerk scale and be paid that corresponding amount.

(4) With the exception of this temporary situation, this Memorandum of Understanding and Agreement is not intended to allow the City to expand the use of part time employees beyond what is currently permitted by the collective bargaining agreement. Any such intentions by the City to expand the use of part time employees beyond what is currently permitted by the collective bargaining agreement, especially related to the Records Division, will surface in contract negotiations.

Herein both the City and the Labor Council and its representatives set forth, and agree to the items listed herein this memorandum of understanding and agreement.

City:

Police Department: _____

Police Department: _____

Human Resources Director: Deborah K. Schaber

City Manager: _____

Labor Council:

Lodge #191: _____

Lodge #191: _____

Lodge #191: _____

Lodge #191: _____

Lodge #191: _____

Labor Council: _____ 11-16-15

Dated this 6th Day of November, 2015

Effective: the 9th Day of November, 2015

Paragraph #1 of this Memorandum of Understanding and Agreement now reads as follows:

(1) Effective November 9, 2015, the Labor Council agrees to allow the City to use part-time employees to fill the current vacant Records Clerk position and assist with the workload in the Records Division for a time period not to exceed ~~six (6)~~ twelve (12) months post-consolidation.

EXHIBIT 5 - MEMORANDUM OF UNDERSTANDING – DISPATCH CONSOLIDATION

Memorandum of Understanding

The State of Illinois has required McHenry County to reduce the number of Public Safety Answering Points (PSAP) from the current six (6) sites to three (3) sites by July 1, 2017. Due to this mandate, the City of Harvard, the City of McHenry, and the City of Woodstock engaged in discussions to consolidate our PSAPs in the City of McHenry. Following these discussions, the City of Woodstock has made a final decision to partner with the City of McHenry Dispatch Center dba Northeast Regional Communications Center (NERCOM) to outsource work which was being performed by members of the bargaining unit represented by the Illinois Fraternal Order of Police Labor Council Unit B Dispatchers, and such decision directly leads to members of the bargaining unit in the position of Dispatchers being outsourced no later than May 1, 2017. Therefore, the City of Woodstock shall provide employees with at least a sixty (60) calendar day notice or pay in lieu of notice.

The City of Woodstock shall work with NERCOM to place outsourced workers with the new Employer. Part of the Agreement between the City of Woodstock and NERCOM includes that any affected City of Woodstock outsourced employee shall be given first consideration, to test for any open positions up until the date of the initial outsourcing. In addition, up until the date of the initial outsourcing, the City of Woodstock and/or NERCOM (in compliance with the Intergovernmental Agreement) shall incur all costs associated with the testing process at NERCOM. All current Dispatchers are encouraged to apply for employment with NERCOM.

All outsourced employees shall be eligible to apply for open positions within the City of Woodstock and shall receive first consideration for any open positions for which they meet the minimum qualifications and possess the required skills and abilities up until the date of the initial outsourcing. With the exception of one (1) Dispatcher who is awarded the vacant Records Clerk position, any outsourced employee who accepts a position within the City of Woodstock prior to the date of the initial outsourcing will not be eligible for any outsourcing and/or separation benefits as outlined below.

In addition to the above, the City of Woodstock agrees to provide the following to the outsourced employees who do not apply for employment with NERCOM or employees who are offered a position with NERCOM (regardless of whether they accept or reject the offer):

1. Pay the outsourced employee for all earned, and/or accrued, but unused vacation, floating holiday, or compensatory time earned to date, and any other applicable benefit time or reimbursement accrued, but unused, at time of the outsourcing in accordance with the Collective Bargaining Agreement.

2. Pay the outsourced employee for earned but unused sick time in accordance with the schedule included in the Collective Bargaining Agreement and Employee Handbook while considering this termination due to outsourcing as a “resignation in good standing.”

3. Provide a neutral employment reference letter to each outsourced employee that explains the State mandated consolidation and,

4. Upon request, provide outsourced employees with available copies of personnel file contents, including but not limited to, training certificates and other awards earned while employed by the City of Woodstock and,

5. Pay the outsourced employee (and the employee who accepts the full-time Records Clerk position) a retention bonus of $2,500.00 as long as the outsourced employee remains in good standing and stays with the City of Woodstock dispatch center up until the date that the center is closed and consolidated with NERCOM.

In the event a waiting period with NERCOM for basic life insurance, and/or medical and dental benefits applies, the City of Woodstock shall ensure there is no gap in medical and dental coverage and basic (City paid, not supplemental) Life Insurance for those employees that are offered and accept a position with NERCOM by offering insurance coverage continuation via COBRA with the City of Woodstock paying 100% of the basic life insurance premium and 80% of the medical and dental premiums and the outsourced employee becoming a NERCOM employee paying 20% of the medical and dental premiums. This shall not apply to any other type of coverages such vision insurance.

In addition to the above outlined in the initial paragraph and item numbers 1 through 5, the City of Woodstock agrees to provide the following to those employees who apply but are not offered a position with either the City of Woodstock or the new Employer:

6. Upon outsourcing pursuant to COBRA, for those Dispatchers who elect to continue the same level of health and/or dental insurance that they had on their separation date, the City of Woodstock shall continue to pay its portion (80%) of the City's health and/or dental insurance premium for three (3) months of the employee's period of COBRA election for continuation of benefits. Dispatchers will be responsible for paying the remaining twenty percent (20%) of their COBRA health and/or dental insurance premiums during this same time period. After a period of three (3) months, Dispatchers will be responsible for paying one-hundred percent (100%) of their COBRA premiums. Notwithstanding the foregoing, the City's obligation to pay for a Dispatcher's COBRA health and/or dental insurance coverage will cease upon the former employee's receipt of alternative health insurance coverage from another source. Vision insurance may be continued pursuant to COBRA, but Dispatchers will be responsible for paying one-hundred percent (100%) of their COBRA premiums for such.

7. Pay the outsourced employee an amount equal to one (1) week of compensation, on a prorated basis, for every year of City of Woodstock service. No employee shall receive less than two (2) weeks or more than ten (10) weeks of compensation.

8. Provide outplacement services available via the McHenry County Workforce Network and,

9. In the event an outsourced employee(s) who applied for but is not offered employment with the new Employer files a claim for unemployment compensation benefits for any period for which they are eligible, the City of Woodstock shall not contest, object to, or take any steps to hinder the prompt payments of such unemployment benefits.

The City will notify the Union and the Dispatchers of the date that the City's 911 dispatch services will cease (and, by extension, the date that Dispatchers will be terminated) within five (5) business days of receiving notification from NERCOM as to when it will assume the City's 911 dispatch services. The City will not terminate its 911 emergency dispatch services (or the individuals that perform those services) prior to the date provided, except that the City reserves the right to discipline and/or terminate employees for reasons not associated with the dispatch consolidation outsourcing decision.

In the event that the number of full-time Dispatchers falls below nine (9) before the cessation of the City's 911 dispatch services, the City may assign non-bargaining unit temporary part-time trained Dispatchers to fill an open shift. An "open shift" is defined as a shift that is offered to, but not filled by, a bargaining unit Dispatcher of the City's 911 center. Nothing in this section is intended to prohibit the City from assigning light duty or other bargaining unit personnel to dispatch duties in the 911 center pursuant to the City's past practice.

Regarding the execution of individual Separation and Release Agreements, notwithstanding the terms of such agreement, if a Dispatcher does not sign, or otherwise revokes the separation and release agreement, he/she will not be eligible for any of the benefits described in this Memorandum of Agreement. Under no circumstances may the separation and release agreement be signed prior to the employee's last day of employment with the City of Woodstock.

Any cash payouts provided for under the above referenced agreement will be subject to all normal withholdings and made on the next regular payroll date following the revocation period outlined in the Separation and Release Agreement. Such payouts will be made in a single lump sum payroll check that will include the Dispatcher's final work hours/paycheck.

Any violations of this Agreement shall be resolved by Article 15 – Dispute Resolution and Grievance Procedure in the Collective Bargaining Agreement, between the City of Woodstock and the Illinois Fraternal Order of Police Labor Council, representing the City Dispatchers.