



City of Woodstock
Office of the City Manager

Phone (815) 338-4301 • Fax (815) 334-2269
citymanager@woodstockil.gov
www.woodstockil.gov

121 W. Calhoun Street
Woodstock, Illinois 60098

Roscoe C. Stelford III
City Manager

SPECIAL MEETING
WOODSTOCK CITY COUNCIL
STRATEGIC PLANNING WORKSHOP
Stage Left Cafe
May 12, 2014
3:00PM

The City Council Strategic Planning Workshop is a working session of the City Council and City Administration. While this is a public meeting, no public comments will be entertained.

CALL TO ORDER:

ROLL CALL:

POTENTIAL DISCUSSION ITEMS:

- 1. Marketing/Branding – Presentation by Michael Stanard**
- 2. Targeted Development**
- 3. Infrastructure**
 - A. Rt. 47 & Rt. 14**
 - B. Roundabouts**
 - C. Capital Improvements – Streets**
 - D. Water Meters**
 - E. Public Works Site**
- 4. Budget Format**
- 5. Employee Compensation Model**
 - A. Sick Leave Conversion**
 - B. Health Insurance & Life Insurance**
 - C. Compensation Study**

ADJOURN to May 20, 2014 City Council meeting, 7:00PM, Council Chambers, Woodstock City Hall

NOTICE: In compliance with the American's 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
City Council Retreat**

May 12, 2014

Marketing/Branding



Office of the City Manager
Roscoe C. Stelford, III, City Manager
121 W. Calhoun Street
Woodstock, Illinois 60098

phone 815.338.4301
fax 815.334.2269
citymanager@woodstockil.gov
www.woodstockil.gov

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Roscoe Stelford, City Manager

DATE: May 8, 2014

RE: **Marketing/Branding Proposal**

Mr. Michael Stanard, owner of One Zero Charlie, would like to approach the Mayor and City Council to present a proposal from his graphic design firm to develop a brand on behalf of the City and incorporate the proposed brand within the City's marketing efforts. The proposed brand would expand upon the "Woodstock Celebrates" label developed by Councilman Thompson and currently being utilized by a local not-for profit, Woodstock Celebrates Inc.

Woodstock Celebrates Inc. was formed to enhance the awareness of the City of Woodstock's history involving a number of illustrious residents such as entertainers like Orson Welles, Paul Newman, Tom Bosley, and Geraldine Page, as well as cultural figures including Eugene Debs and John Stompanato. In addition, Woodstock Celebrates Inc. intends to honor other historic achievements of our community in a variety of areas to include but not be limited to industry/businesses, sports, authors, education, politics, architecture, inventions, and agriculture.

Only preliminary discussions have been completed to date with the Woodstock Celebrates Inc. Board to determine their willingness to consider transitioning this phrase to serve as the City's brand. Our understanding is that Woodstock Celebrates Inc. has trademarked the "Woodstock Celebrates" phrase and logo. There seems to be some interest in the cross-utilization of a shared brand between the two organizations.

Woodstock Celebrates President, Gunnar Gitlin, has conversed with the Mayor and offered several preliminary proposals for consideration. These proposals include the City paying an ongoing licensing fee, providing annual funding as a designated Tier 1 organization from the City's Hotel/Motel Tax program or assisting with subsidizing an event coordinator position for their organization.

It is important to note that a formal proposal has not been considered or forwarded by the Board and the Board has requested to delay these discussions until after the conclusion of their event on May 18th. However, based on the significant financial commitment the City would be making to promote and develop this "brand," the City should not move forward with this specific proposal

for a slogan/logo that is not ultimately under ownership and control of the City. If the City does not acquire ownership and is unable to come to future terms with the Woodstock Celebrates Inc. organization, the City's substantial investment could not be recaptured and the ongoing investments would be lost. In fact, the more the City invested in the brand, the weaker its ability to negotiate in the future, since it would suffer from increased financial loss. Ultimately, if future terms could not be reached, the City would need to start over and begin with the development of a new brand.

Mr. Stanard will be in attendance at the City Council Retreat and will make a presentation concerning his proposed marketing plan. A copy of Mr. Stanard's financial proposal has been attached for your review. In addition, support from his previous presentation provided to the City Administration has also been attached for your review.



Date: March 10, 2014

To: City of Woodstock
Roscoe Stelford / City Manager

From: One Zero Charlie, Inc.
Michael Stanard, President / Creative Director

Re: Proposed Plan and Budget Estimates

WOODSTOCK CELEBRATES

A communication program celebrating the unique and desirable qualities of the Woodstock Community.

BACKGROUND

“Woodstock Celebrates”, is a vehicle intended to acknowledge those notable individuals whose lives and careers have touched or otherwise influenced the City of Woodstock and its citizens. It is an idea first imagined by RB Thompson and later embraced by a group of like-minded individuals who subsequently formed Woodstock Celebrates, Inc., a 501c3 not-for-profit organization.

The Woodstock Celebrates, Inc. Mission Statement

Woodstock Celebrates, Inc. is organized to promote local, regional, and national awareness and understanding of significant persons, institutions, and events associated with the city of Woodstock, Illinois, from its founding to the present.

One Zero Charlie, a marketing communication firm with offices located in Woodstock, had been assisting the Woodstock Celebrates, Inc. organization by providing pro bono design and print production services in support of the organization’s first project: Woodstock Celebrates: Orson Welles

As the creative team at One Zero Charlie deepened its involvement, it became apparent that the “Woodstock Celebrates” theme is compelling and expandable to a larger context with the flexibility to serve as an intellectual vehicle for a communication program celebrating the many desirable characteristics of the Woodstock community.

For example . . .

- | | |
|--------------------------------------|-----------------------------------|
| Woodstock Celebrates: Family | Woodstock Celebrates: Education |
| Woodstock Celebrates: Community | Woodstock Celebrates: Industry |
| Woodstock Celebrates: The Arts | Woodstock Celebrates: Agriculture |
| Woodstock Celebrates: Small Business | Woodstock Celebrates: Theater |
| Woodstock Celebrates: Enterprise | Woodstock Celebrates: Sports |

THE WOODSTOCK CELEBRATES THEME / EXPANDED MARKETING COMMUNICATION PROGRAM

CONCEPT

Develop and execute an on-going strategic marketing and public relations campaign embracing the “Woodstock Celebrates” theme, under the creative direction and administration of One Zero Charlie, Inc., in association with the City of Woodstock, the Woodstock Celebrates, Inc. organization as well as select local creative and professional services firms.

COMPONENTS

1. Quality-of-life Community Brochure rendered in high production values in terms of editorial content, graphic design, photography, paper and printing.
2. A “Woodstock Celebrates” website. (Non-governmental in appearance)
3. A multi-year outdoor campaign utilizing billboards located along the Metra train line, from the Ogilvie Center in Chicago, intermittently, to Crystal Lake.
4. A “Woodstock Celebrates” video, broadcast via the internet and Social Media.
5. Seasonal or topic-specific street banners, retail window decals, signage and various promotional items.
6. Stream of press releases on various topics regarding the benefits of living and working in Woodstock.

ESTIMATED COSTS AND TIMING

Orientation & Planning

Research, key interviews, editorial development including copy writing and editing, available photography/ illustration / miscellaneous pictorial elements, location & acquisition.

Identification of potential creative / technical contributors and vendors.

4 - 6 weeks, 80 - 120 hours, \$10,000.00 - \$15,000.00

Quality-of-Life Community Brochure

Editorial Development, Art Direction, Design & Production Coordination

Photography / Illustration / Miscellaneous: \$3,000.00 - \$5,000.00

Printing 1,500 copies: \$10,000.00 - \$15,000.00

8 - 12 Weeks, 120 - 200 hours, \$15,000.00 - \$25,000.00

Totals: \$28,000.00 - \$45,000.00

Woodstock Celebrates Website

Information Architecture / Wire Frame Development, Copy Editing, Graphic Design, Development, Testing, Launch

6 - 8 weeks, 120 - 160 hours, \$15,000.00 - \$20,000.00

Metra Billboard Campaign

Internally illuminated platform dioramas located at the Ogilvie Transportation Center.
Approximately \$1,000.00 each / 4 week minimum

2 - sheet posters at Metra / Union Pacific / NW stops
Approximately \$600.00 each / 4 week minimum

Graphic Design, print production - approximately \$250.00 each.

Recommended quarterly budget: \$20,000.00 - \$25,000.00
Recommended annual budget: \$80,000.00 - \$100,000.00

Woodstock Celebrates Video

A high-production value, 15-20 minute documentary-style video presenting the editorial and visual content created for the Quality-of-Life Community Brochure and the Woodstock Celebrates web site.

6 - 8 weeks, 120 -160 hours, \$15,000.00 - \$20,000.00

Street Banners / Promotion

Seasonal or topic-specific street banners, retail window decals / signage, various promotional items.

Recommended quarterly budget: \$5,000.00 - \$7,500.00
Recommended annual budget: \$20,000.00 - \$30,000.00

Traditional Press / Social Media

A stream of press releases presenting information and news relating to the Woodstock Celebrates theme.
A Woodstock Celebrates presence on all appropriate social media.

An ongoing activity, 8 hours weekly / Woodstock city staff

BUDGET SUMMARY

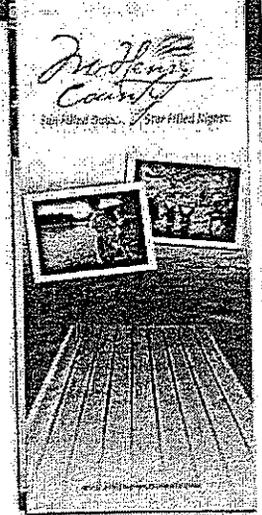
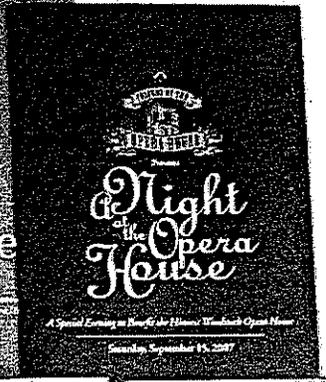
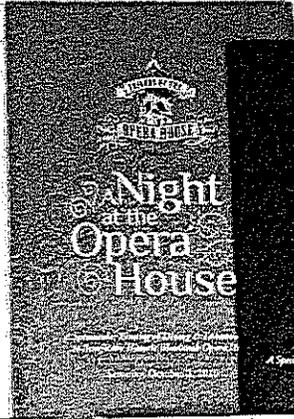
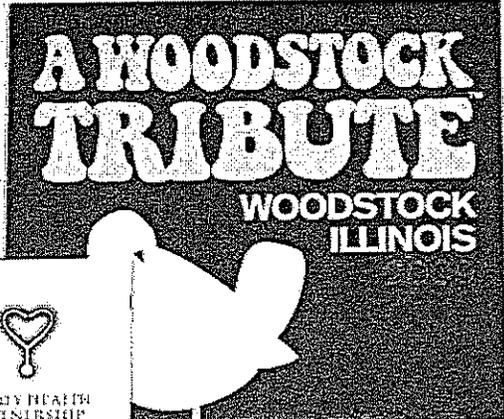
Orientation & Planning.....	\$10,000.00 -	\$15,000.00
Quality-of-Life Community Brochure	28,000.00 -	45,000.00
Metra Billboard Campaign.....	Quarterly: 20,000.00 -	25,000.00
Woodstock Celebrates Website.....	15,000.00 -	20,000.00
Woodstock Celebrates Video	15,000.00 -	20,000.00
Street Banners / Promotion.....	Quarterly: 5,000.00 -	7,500.00
	\$93,000.00 -	\$152,500.00
Project Management Fee, \$7,500.00 monthly:.....	\$90,000.00 -	\$90,000.00
Year one budget range:	\$183,000.00 -	\$242,500.00



Woodstock Celebrates



LOCAL WORK



PURDY PAINTING TOOLS



TOUGH TOOLS FOR TOUGH WORK

New Purdy Prep Tools

Most paint contractors have one thing in common. They love Purdy. And they love the strategy of surface preparation. It's tough work.

That's why Purdy is introducing a whole new line of surface prep tools designed by the best in the industry.

At Purdy, we know that 90% of the labor on any job is spent on the prep work. That's why our new prep tools are so good. They're made of high carbon steel, and they're designed to last.

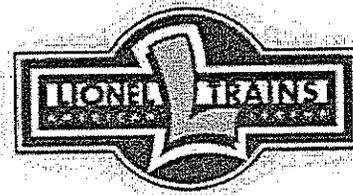
Most prep tools are made of low carbon steel, and they're designed to last. That's why our new prep tools are so good. They're made of high carbon steel, and they're designed to last.

Visit your local paint dealer and get your hands on the new Purdy prep tools today.

REQUEST A FREE 5-IN-1 TOOL
For details: www.purdy.com/brochure
Purdy is a registered trademark of Purdy.

Purdy
PROFESSIONAL PAINTING TOOLS

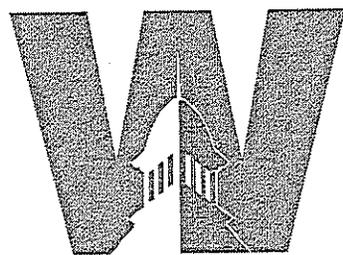
LIONEL TRAINS



LOUISVILLE SLUGGER



WOODSTOCK CELEBRATES



Woodstock Celebrates

WOODSTOCK CELEBRATES

Concept:

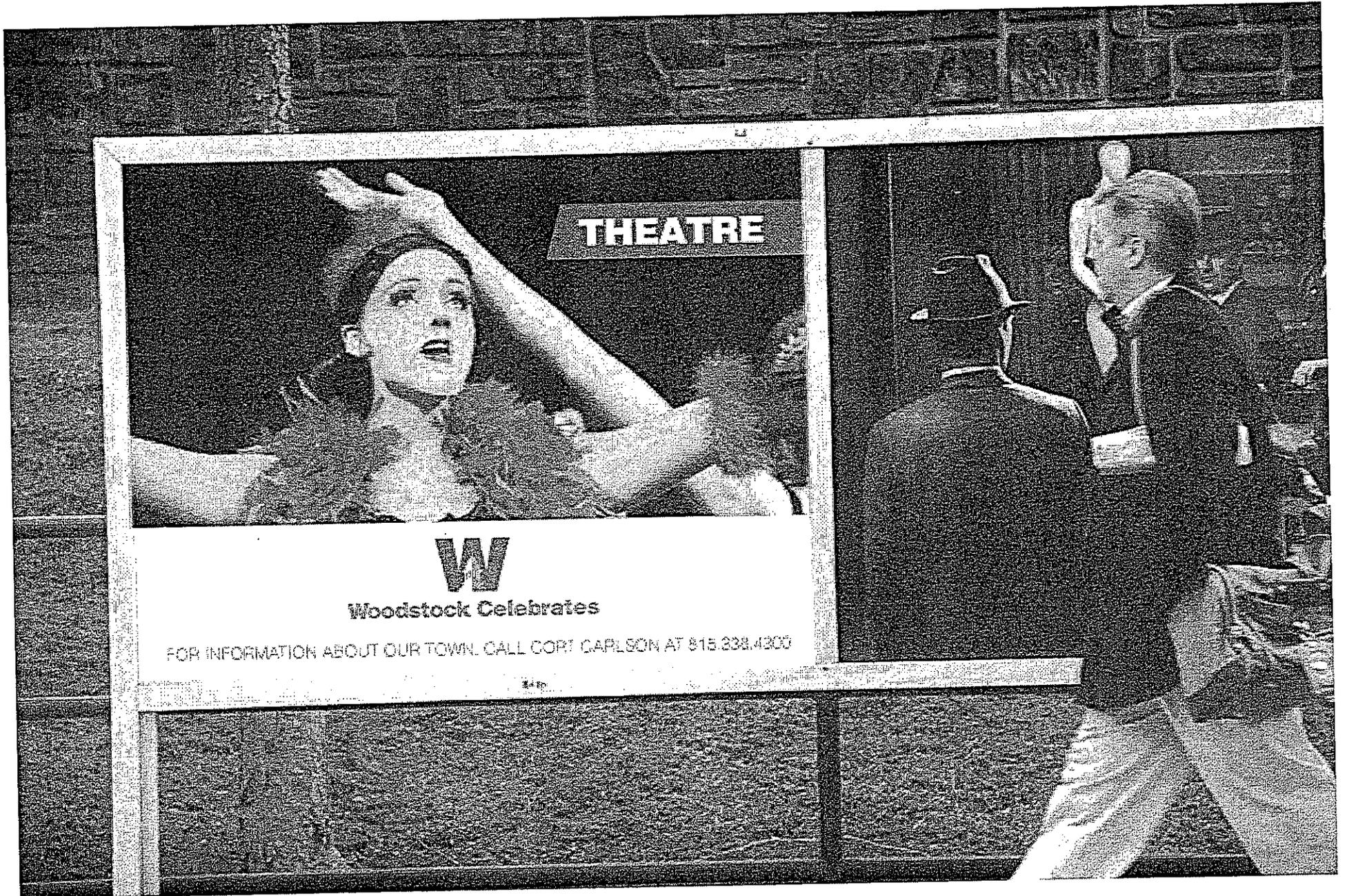
Develop and execute a strategic marketing and public relations campaign embracing the "Woodstock Celebrates" theme.

Initial Components:

- 1) Quality of life community brochure rendered in high production value in terms of editorial content, photography, paper and printing.
- 2) Multi-year outdoor campaign utilizing boards located along the Metra train line, from the Ogilvie Center, intermittently, to Crystal Lake.
- 3) A "Woodstock Celebrates" website. (Non governmental in appearance)
- 4) Short video broadcast via Social Media and posted on website.
- 5) Stream of press releases on various topics

Woodstock Celebrates:

Family	Farming
Industry	Enterprise
Community	Small Business
Education	Sports
Theater	

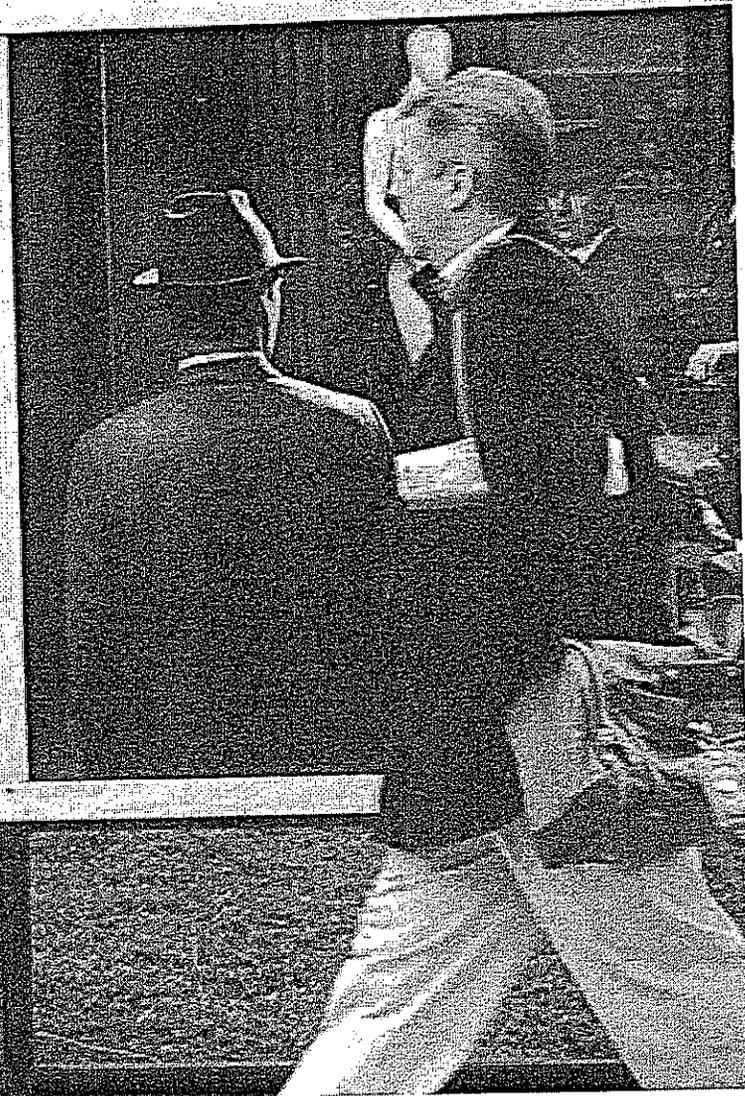


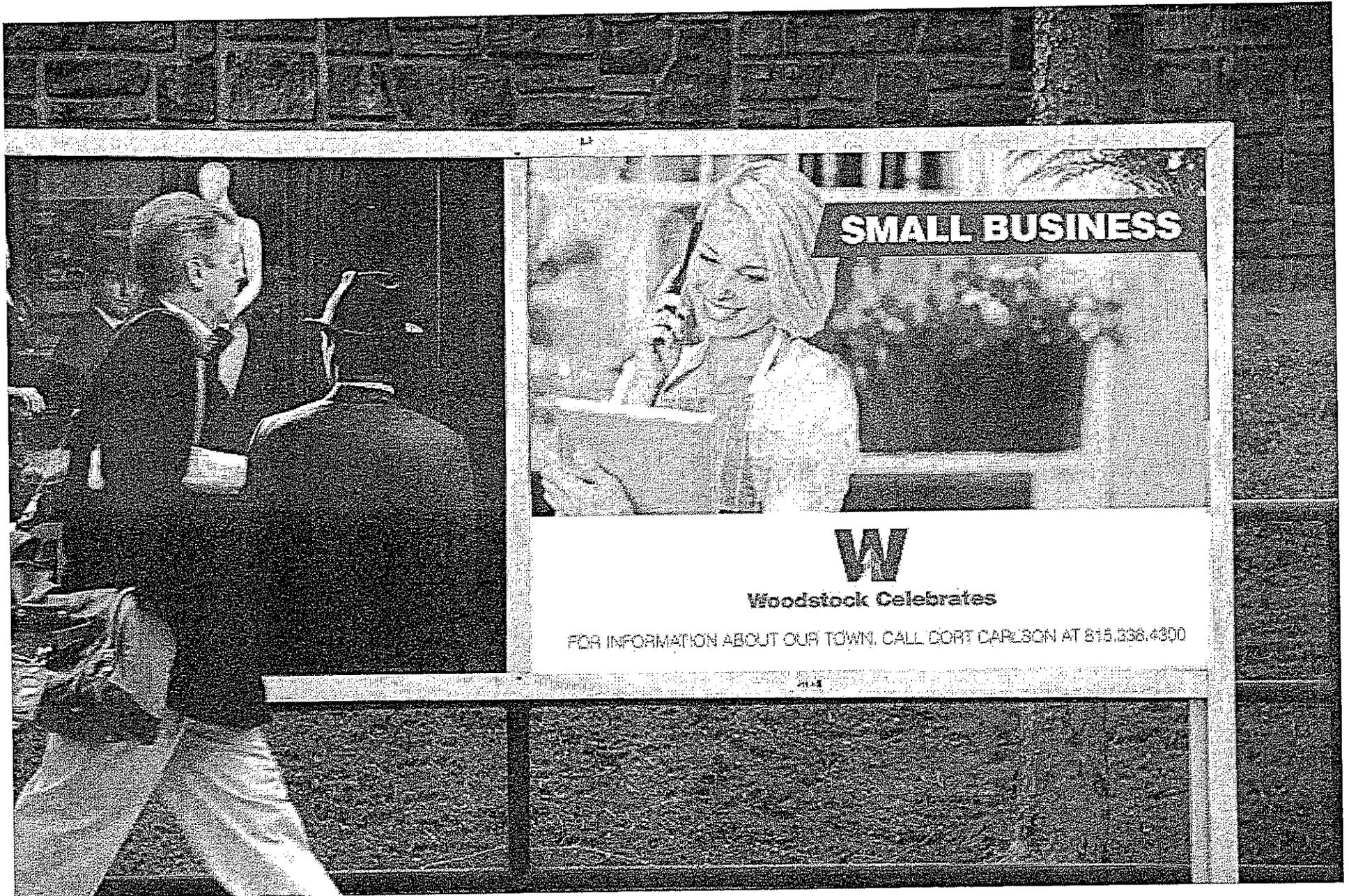
THEATRE

W

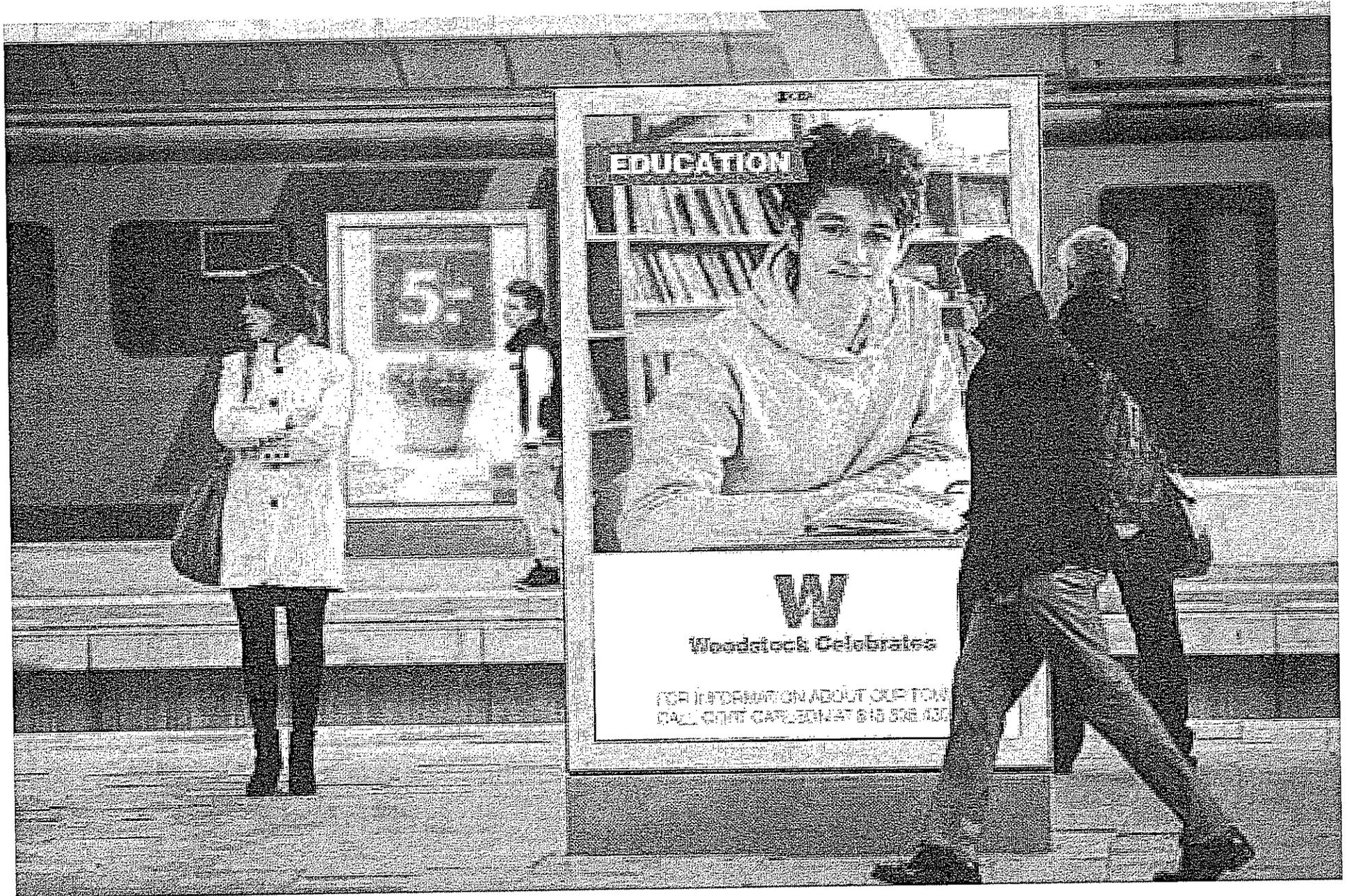
Woodstock Celebrates

FOR INFORMATION ABOUT OUR TOWN, CALL CORT CARLSON AT 815.238.4305





METRA ADVERTISEMENTS





**City of Woodstock
City Council Retreat**

May 12, 2014

Targeted Development



Office of the City Manager
Roscoe C. Stelford III, City Manager
121 W. Calhoun Street
Woodstock, Illinois 60098

phone 815.338.4301
fax 815.334.2269
citymanager@woodstockil.gov
www.woodstockil.gov

TO: Honorable Mayor and City Council

FROM: Roscoe C. Stelford III, City Manager

DATE: May 9, 2013

RE: Targeted Development

Targeted Area Development (TAD) is a new and innovative economic development strategy that is being implemented in some markets across the country. Due to its state-of-the-art status, its utilization and characterization tends to vary from community to community. While not necessarily the specific type of program the Council may have in mind, the individual communities or counties implementing Targeted Area Development structure their programs differently to meet their specific needs.

The City of Spokane, for example, designates certain areas as target areas based on the following criteria: Identification as a Center or Corridor in the City's Comprehensive Plan and/or as an industry cluster in a previously-developed Regional Community Economic Development Strategy; potential for public sector focus to act as a catalyst for development; and/or opportunity to leverage with infrastructure investments. Spokane's Business & Development Services Department then works with stakeholders and the community at large to assemble resources, facilitate vision development, and create an environment to help spur growth, attract business, and increase potential for the development of these areas. Specific steps are identified and taken so that the designated targeted areas are ready to move forward with planning, implementation, and redevelopment.

Miami-Dade County Florida, on the other hand, has created an Economic Development Fund which includes, as one of its components, Targeted Area Development and a Targeted Jobs Incentive Fund. The Economic Development Fund consists of \$90 million funded through a General Obligation Bond that is to be used to spur economic development that attracts major new business to the community and creates high-impact jobs. \$15 million of this fund is to be aimed at targeted urban areas which have been identified as Economic Development Fund strategic areas designed to attract certain types of industries such as aviation and aerospace, financial and professional services, information technology, etc. Projects in the targeted urban areas also have to spur economic development that attracts new business to the targeted urban

areas and creates new jobs. Eligible projects in each targeted urban area are reimbursable up to \$3 million for public infrastructure improvements.

The Miami-Dade County Targeted Jobs Incentive Fund was created to retain existing businesses and to encourage business expansion by providing cash incentive awards to qualifying companies in selected industries that create at least 10 new jobs, pay average salaries to new hires, make a minimum capital investment of \$3 million, and pay all employees no less than the Fund's identified living wage. Additional cash incentives are paid to businesses that locate or expand within Miami-Dade County's Enterprise Zone, creating jobs for the Zone's residents.

Much as the City of Spokane, the City of Woodstock's Comprehensive Plan and zoning map address the appropriate uses of certain sections or corridors of the City. It is then the City's approach to target development for certain identified "key" parcels in highly-visible corridors/corners, and market these properties to prospective businesses that would appear to be a natural fit. For example, the vacant corner on Lake Avenue and Route 47, as well as the old Farm and Fleet property on the corner of Route 14 and 47, are prime candidates for this approach.

Some of the major challenges involved with this methodology include the existing property owners' perspective regarding the sale price for many of these parcels may not be in line with the marketplace, and the determination of which businesses are deemed to be a natural fit requires either significant industry data/knowledge or can be somewhat subjective depending on the process. The benefits from involving the Economic Development Commission and receiving a variety of perspectives can be somewhat offset by the limited number of opportunities afforded by their monthly meeting schedule.

In the City of McHenry, efforts concerning specific key parcels are focused on generating consensus from other taxing agencies to develop preapproved property tax incentives that can be used to enhance the corresponding marketing. This collaborative approach allows taxing districts which are minimally impacted by commercial and industrial development to assist in enhancing the property values and securing additional tax generation, with a minimal increase in demand for services. With the retirement of the Superintendent for District 200, the City Administration will approach the new Superintendent as well as other taxing districts to assess their respective interests.



**City of Woodstock
City Council Retreat**

May 12, 2014

Infrastructure

Rtes. 14 & 47



Department of Public Works
326 Washington Street
Woodstock, Illinois 60098
815/338-6118 ♦ Fax 815/334-2263
pruscko@woodstockil.gov
www.woodstockil.gov

To: Roscoe Stelford, City Manager
From: Paul R. Ruscko, Public Works Director
Re: **US Route 14 & IL Route 47 Updates**
Date: May 8, 2014

US Route 14

The following is the most current information from IDOT's FY 2014-2019 Proposed Multi-Modal Transportation Improvement Program.

US 14 – from W. Lake Shore Drive to Lucas Road
Improvements: Land Acquisition
Est. Cost: \$600,000
MYP Years: 2014

US 14 – from W. Lake Shore Drive to Lucas Road
Improvements: Additional Lanes / Construction Engineering / Utility Adjustment
Est. Cost: \$22,460,000 / \$3,240,000 / \$2,500,000
MYP Years: 2015-2019

MYP stands for multi-year program. When funding has finally been allocated to an improvement, the MYP Years typically is listed as a definitive year and not a range of years. As you can see, land acquisition is listed as a single, definitive year (2014). However, additional lanes, construction engineering, and utility adjustment are listed as a range of years (2015-2019).

According to IDOT's last Management Monitoring Schedule, the target for contract to be available for letting is listed as 4th Quarter FY14 for the additional lanes improvement.

As of March 2014, both ComEd and Nicor started the utility relocation process along US Route 14. These utility relocations are done by and at the expense of the aforementioned companies. This is not the Utility Adjustment listed above that will need to be completed by IDOT. However, this is truly the first step in the overall construction process. This is the groundwork that needs to be completed before IDOT can move forward with their utility adjustments and lane additions. It is still unclear at what pace this project will move forward once ComEd and Nicor have completed their work.

IL Route 47 – US Route 14 to Charles Road

In April 2014, staff met with representatives from IDOT to receive an update concerning the IL Route 47 Phase I Study. Some progress has been made by IDOT in this process. They have completed their evaluation of a number of alternatives as required, which included a review of several potential bypasses and couplets intended to redirect traffic on Route 47 around Woodstock. However, based on their traffic counts, destinations, future projections, and modeling, the construction of an alternate bypass or the use of couplets would not alleviate the traffic congestion on Route 47 through Woodstock.

IDOT is focusing on two alternatives for widening Route 47. Both approaches expand Route 47 to four lanes, include the installation of a bike path, sidewalk, curb and gutter, and a grass median. They also involve closing a number of existing access points to Route 47, encourage development of cross-access agreements between local businesses, and include signalization at St. Johns Road. The major differences between the two plans involve the design of five specific intersections and the need to widen the railroad bridge. In addition, different private properties may be impacted by right-of-way acquisition depending on the final decision for the roadway layout.

The first option involves the use of traditional signalization approaches. IDOT would need to rebuild and widen the railroad bridge, traffic signals would be installed, and additional turn lanes would be added in several locations. The cost of the bridge expansion is estimated at \$30 million. Based on the configuration of the railroad, they believe the best approach would be to construct a “shoofly” (i.e., a temporary relocation of the tracks), which would involve acquiring private property and relocating several businesses on the south side of the tracks. This would impact Jack Franks’ Office as well as a number of other businesses located on the north side of Wanda Lane. Several private properties would also be impacted by right-of-way purchases and would need to be relocated.

In the second option, IDOT would install a multi-lane roundabout at five different intersections along Route 47 in order to improve traffic flow. The bridge would remain “as is” and based on current models and estimated projections, the capacity of the improved roadway would provide satisfactory levels of service until after 2040. This approach would reduce the cost of the project significantly. IDOT may still be able to install a bike path under the bridge, even if it was not widened. While the amount of right-of-way at the intersections that is necessary to construct the roundabouts would increase, IDOT believes in total, it would be the same as a signalized intersection after you take into account the additional right-of-way necessary to construct the longer tapers required for the additional turn lanes.

The five Route 47 intersections that are under consideration for the installation of roundabouts include:

- Lake Avenue
- McConnell Road
- Judd Street/Irving Avenue
- Ware Road
- Charles Road

IDOT did look at the intersection of Route 47 and Route 120, but they don’t believe based on current and projected traffic patterns that the roundabout would work well at this location. In addition, some specific site and traffic volume conditions exist, which make the installation of a roundabout less

effective. Lake Avenue and McConnell Road must both be constructed as roundabouts or traditional signalized intersections. If one were to remain as a signalized intersection and the other was converted to a roundabout, traffic would back up into the roundabout from the signalized intersection. Furthermore, if the City and the residents are not interested in roundabouts at the Ware Road and Charles Road intersections, then stop signs would need to be installed for traffic control, since both intersections are not projected to meet the warrants necessary for construction of a signalized intersection. If the City moves forward with roundabouts, the pro-rated portion of the cost for installing signalization would be relinquished, but the City would instead pay for the installation of extra street lights in the roundabout area.

Citizens Advisory Group (CAG) Meeting #6 will be held on May 15, 2014 from 1:00 p.m. to 3:30 p.m. at the Bull Valley Country Club. At this meeting, the intersection and roadway alternatives will be presented to the CAG members in a workshop setting. Once this CAG meeting is complete then IDOT will begin scheduling a public meeting later this year.

The State has allocated \$1.0 million in funding for Phase 2 Design for IL Route 47 from US Route 14 to Charles Road. The actual cost to complete Phase 2 will significantly exceed the current funding. The total Phase 2 Design costs for this segment are projected to be approximately \$7.9 million.



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

NOTES

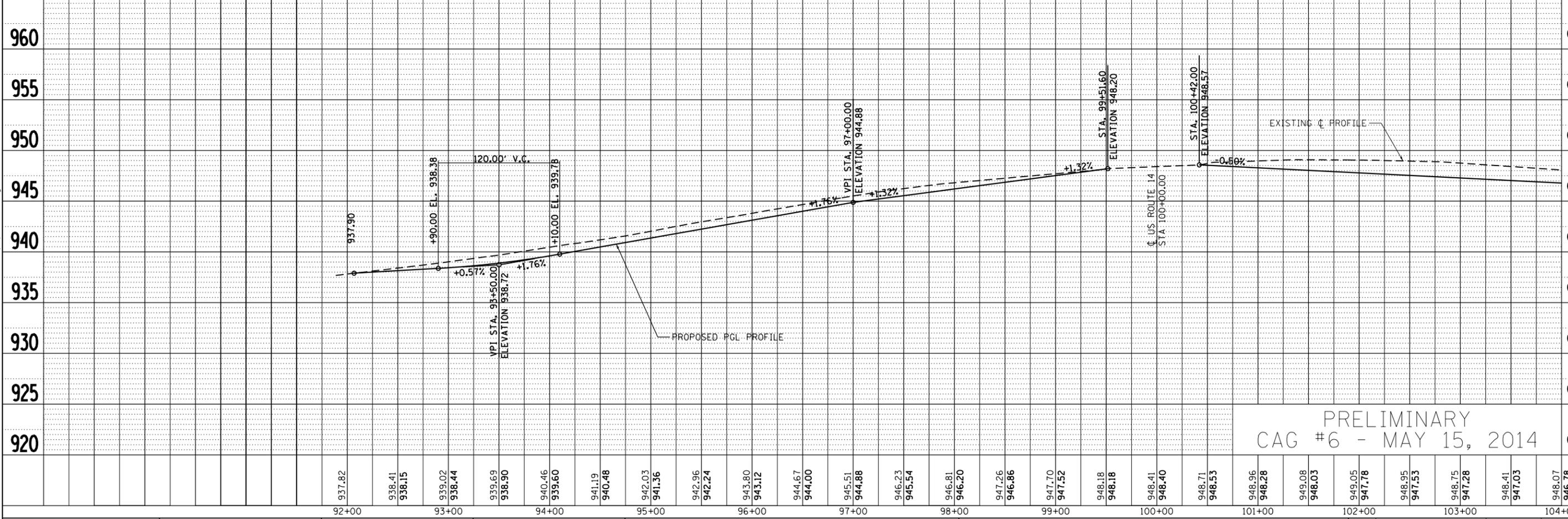
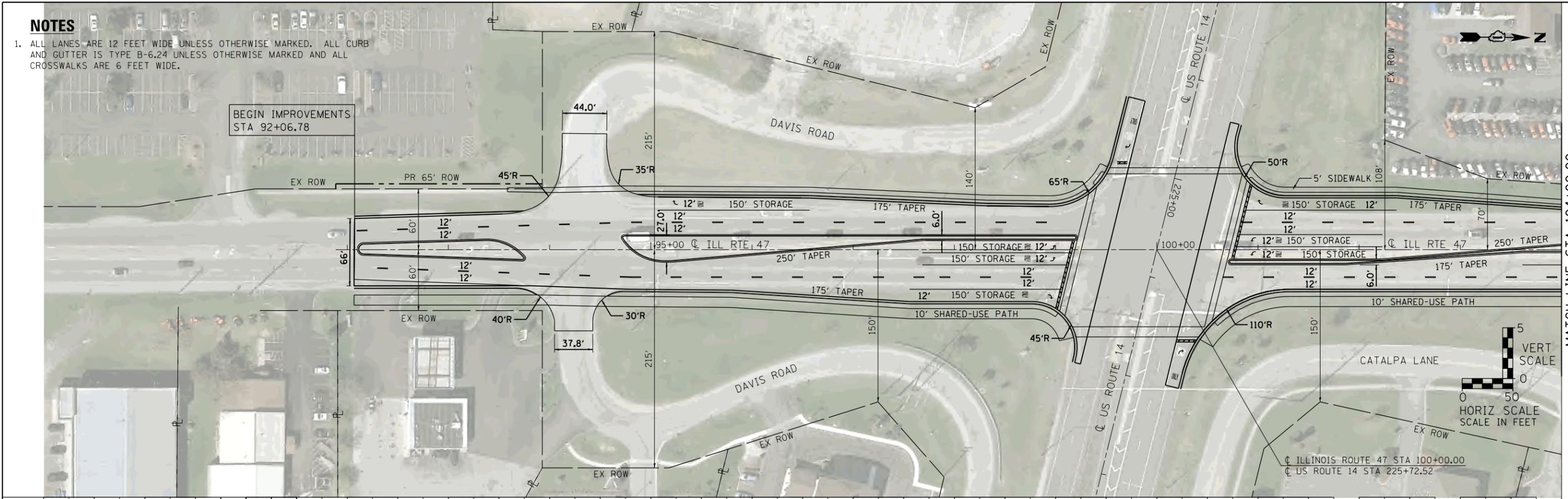
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BEGIN IMPROVEMENTS
STA 92+06.78

PLAN	SURVEYED	DATE
	PLOTTED	
	ALIGNED	
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	BY	
	NO.	

PROFILE	SURVEYED	DATE
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PRELIMINARY
CAG #6 - MAY 15, 2014

STRAND ASSOCIATES
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISIED -
PLOT SCALE = 100.0000' / in.	DRAWN -	REVISIED -
PLOT DATE = 5/6/2014	CHECKED -	REVISIED -
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**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

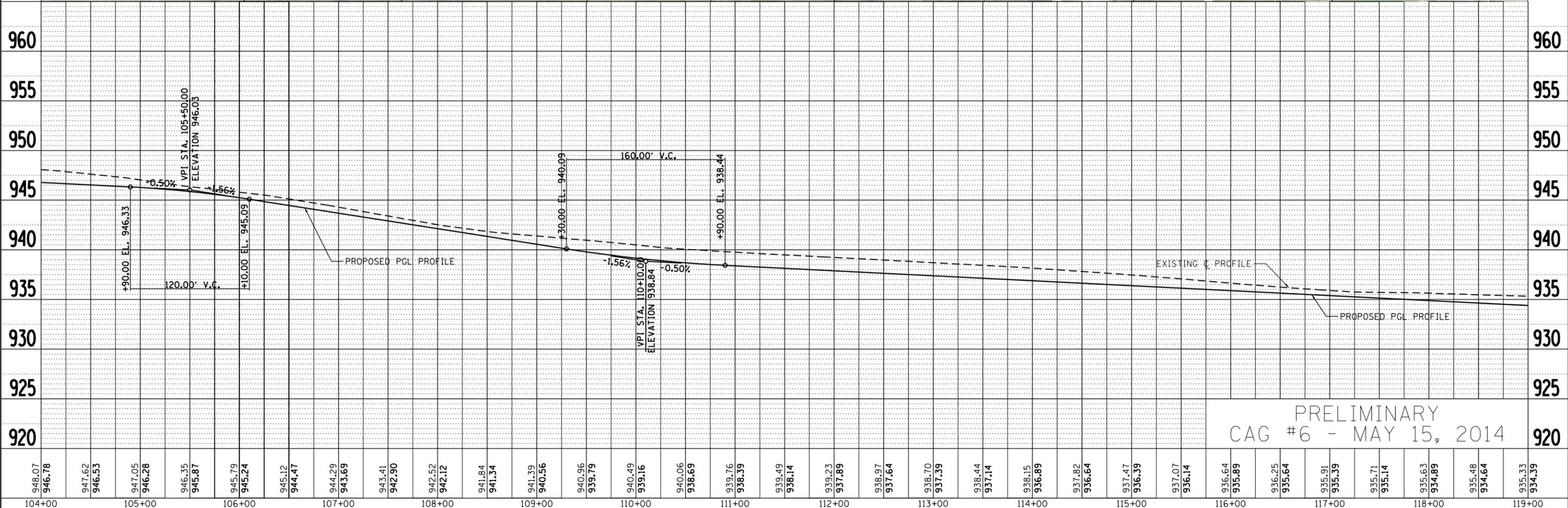
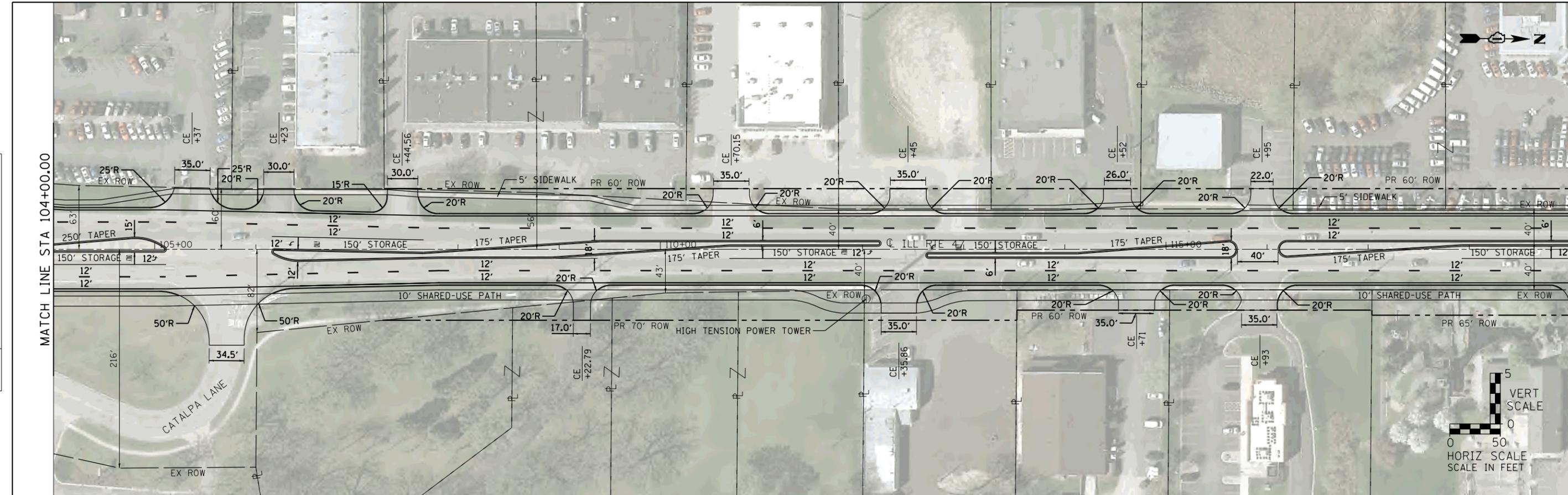
**PLAN & PROFILE
ILLINOIS ROUTE 47**

SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RT. 326	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		MCHENRY	1	1
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

PLAN	SURVEYED	DATE
	PLOTTED	BY
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	

PROFILE	SURVEYED	DATE
	PLOTTED	BY
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	

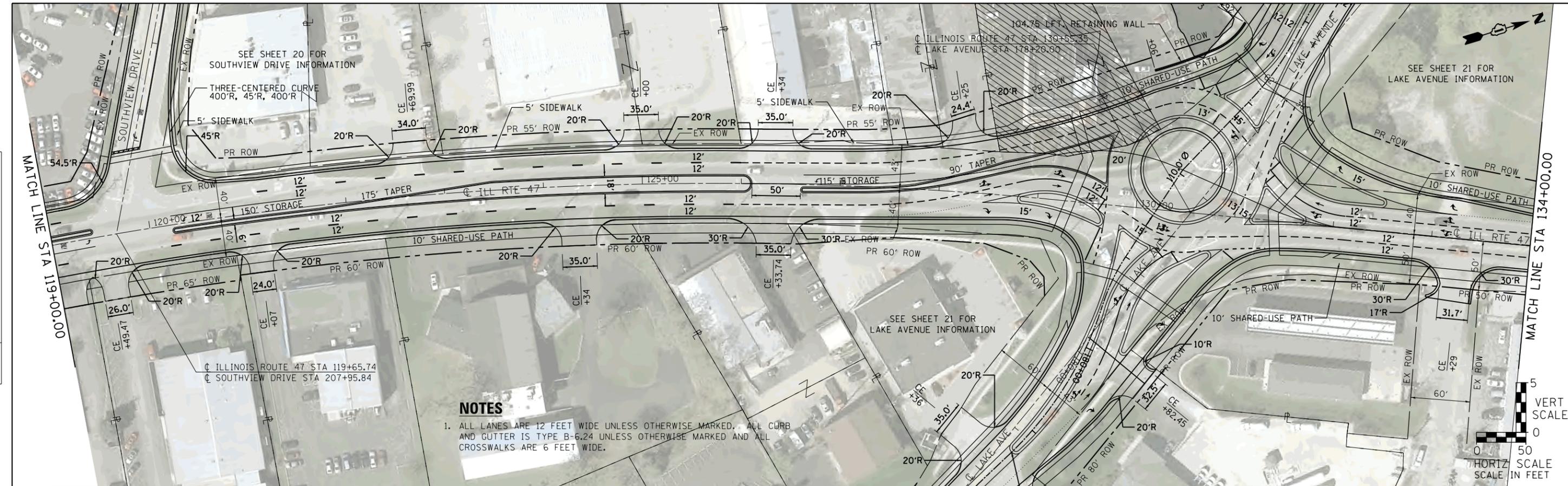


PRELIMINARY
CAG #6 - MAY 15, 2014

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USER NAME = stever		DESIGNED -	REVISIED -	DRAWN -		REVISIED -	CHECKED -		REVISIED -	DATE -		REVISIED -	STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION		PLAN & PROFILE ILLINOIS ROUTE 47		SCALE: 1" = 50'		SHEET OF SHEETS		STA. TO STA.		F.A.P. R.T.E. 326		SECTION		COUNTY		MCHENRY		CONTRACT NO.		TOTAL SHEETS 2		SHEET NO. 2		ILLINOIS FED. AID PROJECT																								

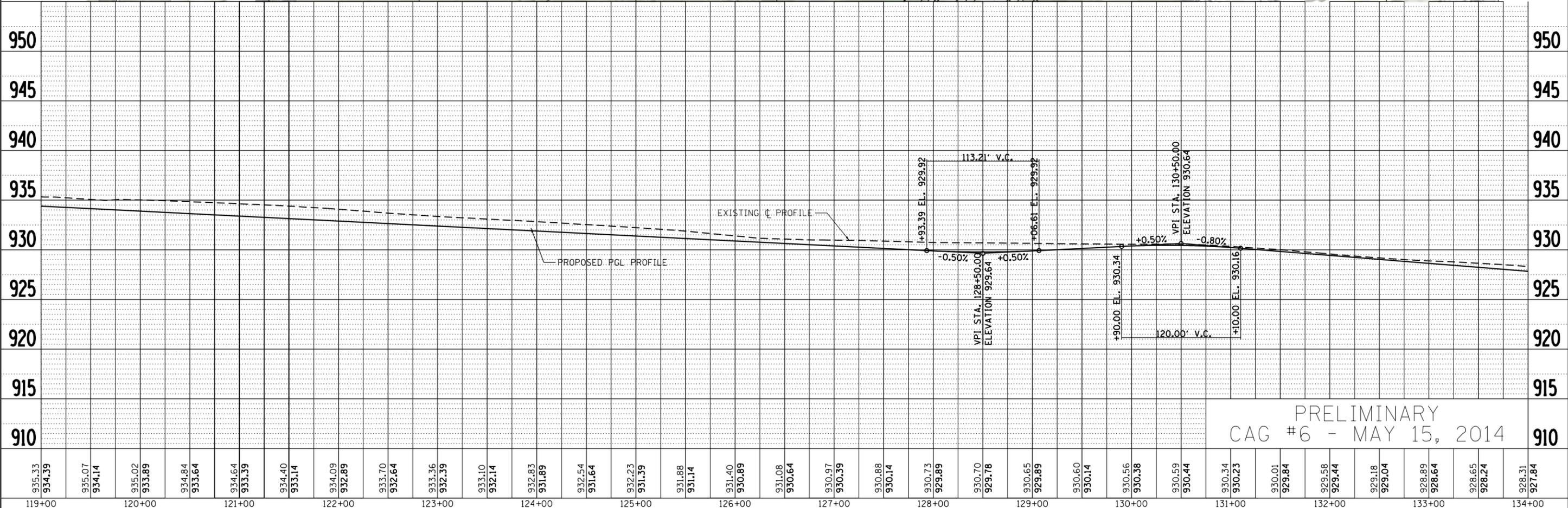
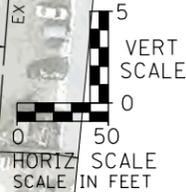
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	PLOTTED	BY
	ALIGNED	
	CHECKED	
	FILED	
	CADD FILE NAME	
	NO.	

PROFILE	SURVEYED	DATE
	PLOTTED	BY
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NO.	



NOTES

1. ALL LANES ARE 12 FEET WIDE UNLESS OTHERWISE MARKED. ALL CURB AND GUTTER IS TYPE B-6.24 UNLESS OTHERWISE MARKED AND ALL CROSSWALKS ARE 6 FEET WIDE.



PRELIMINARY
CAG #6 - MAY 15, 2014

FILE NAME = S:\COL\6380-6399\6346\01A_MicroStation\CADD_SHEET\0412145-shit-plr\pr-f-Pln47-3.dgn

STRAND ASSOCIATES
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
	DRAWN -	REVISED -
PLOT SCALE = 100.0000' / in.	CHECKED -	REVISED -
PLOT DATE = 5/6/2014	DATE -	REVISED -

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

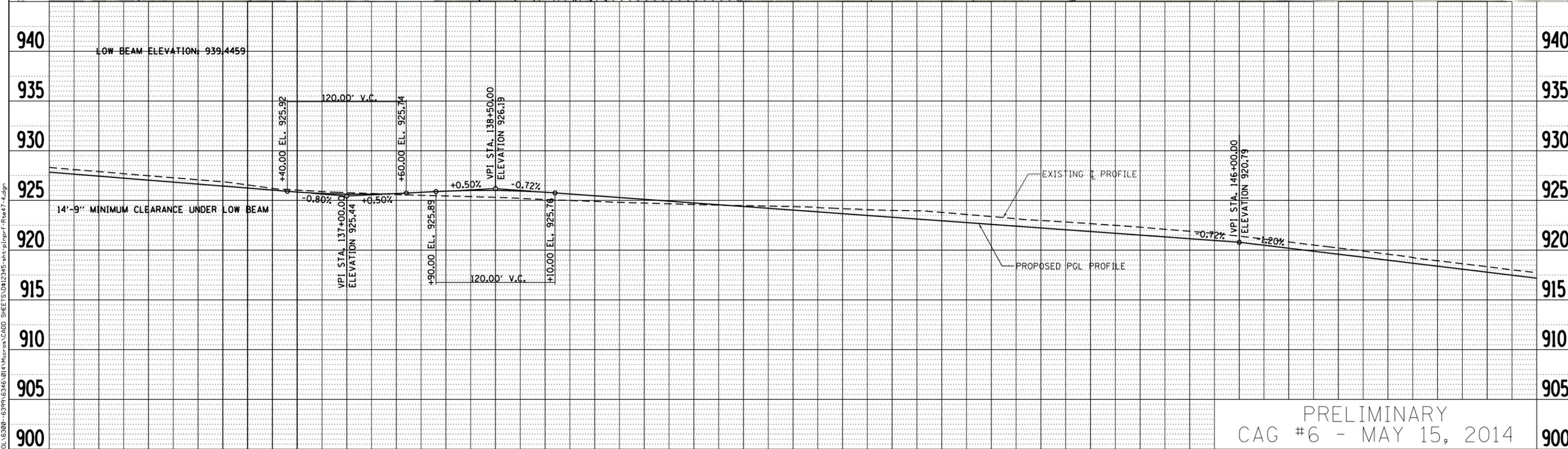
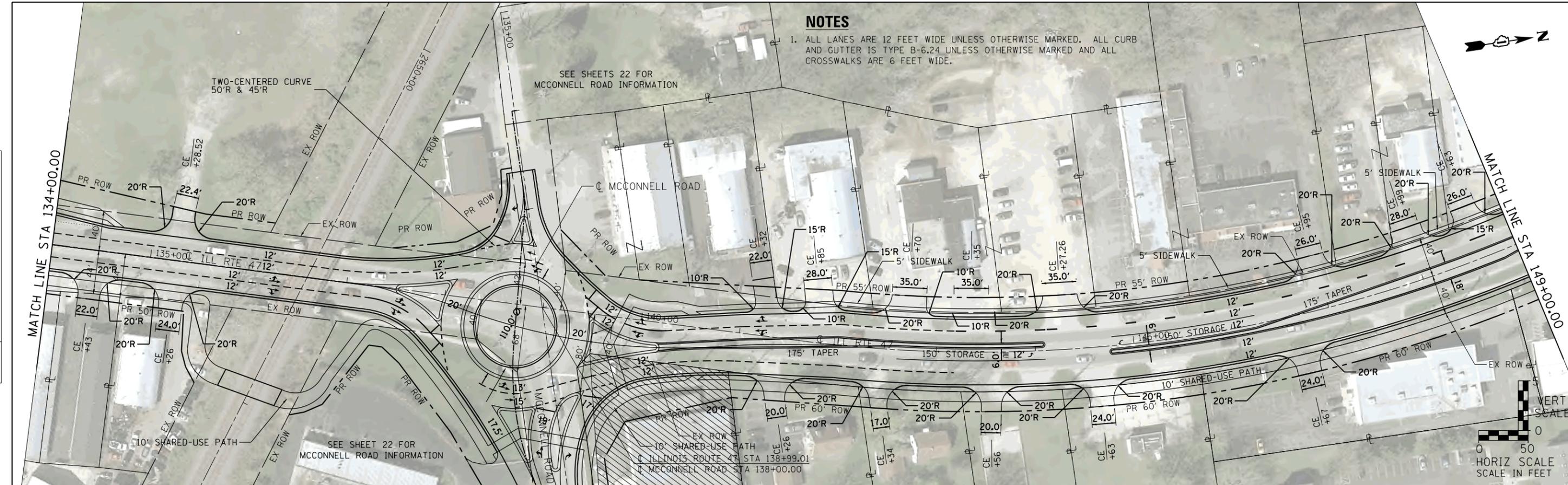
**PLAN & PROFILE
ILLINOIS ROUTE 47**

SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RTE. 326	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		MCHENRY	3	3
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

PLAN	SURVEYED	DATE
	PLOTTED	BY
	NOTED	
	CHECKED	
	FILED	
	NO.	

PROFILE	SURVEYED	DATE
	PLOTTED	BY
	NOTED	
	CHECKED	
	FILED	
	NO.	



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928.31	927.84	927.90	927.44	927.49	927.04	927.07	926.64	926.56	926.24	926.05	925.85	925.78	925.63	925.61	925.70	925.44	925.93	925.30	926.01	925.09	925.82	924.90	925.47	924.73	925.11	924.60	924.75	924.47	924.39	924.38	924.03	924.18	923.67	923.99	923.31	923.80	922.95	923.38	922.59	922.98	922.23	922.67	921.87	922.31	921.51	921.90	921.15	921.41	920.79	920.82	920.19	920.22	919.59	919.60	918.99	918.94	918.39	918.33	917.79	917.74	917.19
134+00	135+00	136+00	137+00	138+00	139+00	140+00	141+00	142+00	143+00	144+00	145+00	146+00	147+00	148+00	149+00																																														

STRAND ASSOCIATES
1170 SOUTH HOUBOLT ROAD
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(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
	DRAWN -	REVISED -
PLOT SCALE = 100.0000' / in.	CHECKED -	REVISED -
PLOT DATE = 5/6/2014	DATE -	REVISED -

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

**PLAN & PROFILE
ILLINOIS ROUTE 47**

SCALE: 1" = 50'

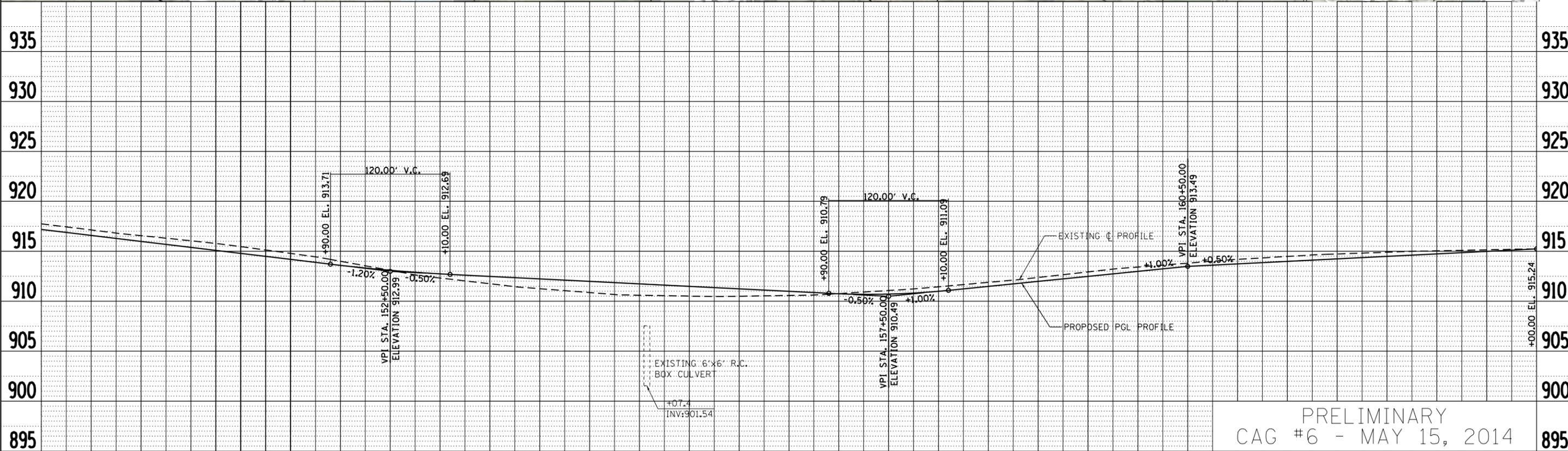
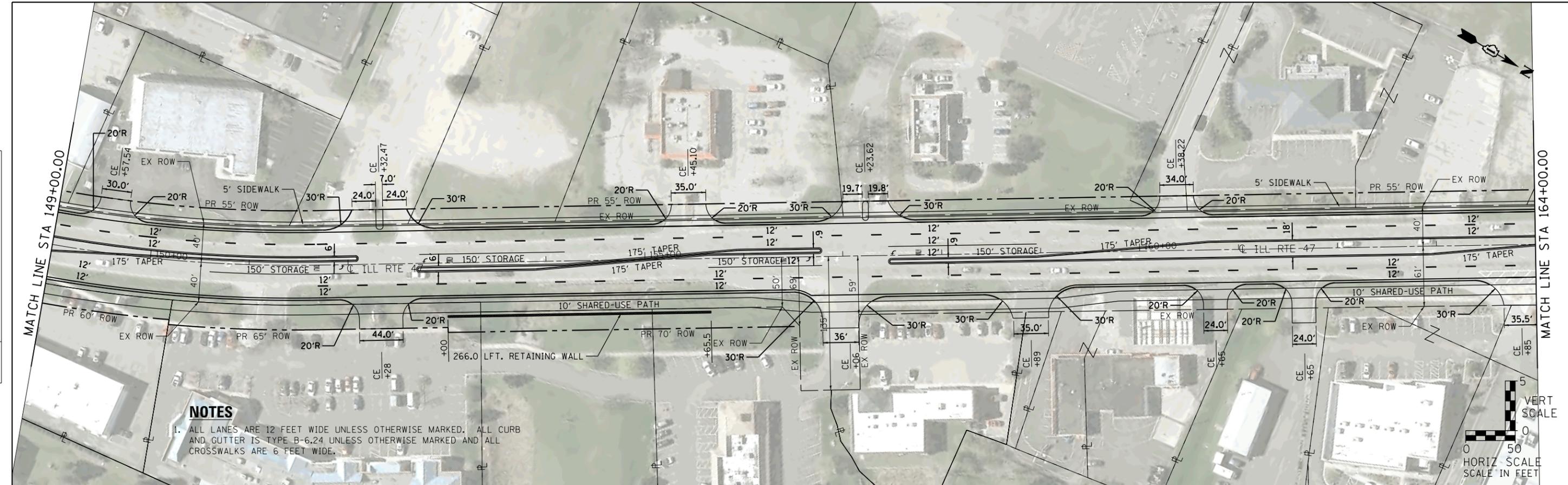
SHEET OF SHEETS STA. TO STA.

F.A.P. RT. 326	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		MCHENRY	4	4
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

PRELIMINARY
CAG #6 - MAY 15, 2014

PLAN	SURVEYED	DATE
	PLOTTED	
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	

PROFILE	SURVEYED	DATE
	PLOTTED	
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	



PRELIMINARY
CAG #6 - MAY 15, 2014

917.74	917.19	917.14	916.59	916.56	915.99	916.05	915.39	915.46	914.79	914.79	914.19	914.00	913.59	913.09	913.09	912.32	912.74	911.75	912.49	911.26	912.24	910.87	911.99	910.60	911.74	910.52	911.49	910.50	911.24	910.58	910.99	910.76	910.75	911.07	910.71	911.45	911.00	911.89	911.49	912.38	911.99	912.93	912.49	913.42	912.99	913.81	913.49	914.19	913.74	914.48	913.99	914.73	914.24	914.91	914.49	915.04	914.74	915.15	914.99	915.23	915.24
149+00	150+00	151+00	152+00	153+00	154+00	155+00	156+00	157+00	158+00	159+00	160+00	161+00	162+00	163+00	164+00																																														

STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
	DRAWN -	REVISED -
PLOT SCALE = 100.0000' / in.	CHECKED -	REVISED -
PLOT DATE = 5/6/2014	DATE -	REVISED -

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

**PLAN & PROFILE
ILLINOIS ROUTE 47**

SCALE: 1" = 50'

SHEET OF SHEETS STA. TO STA.

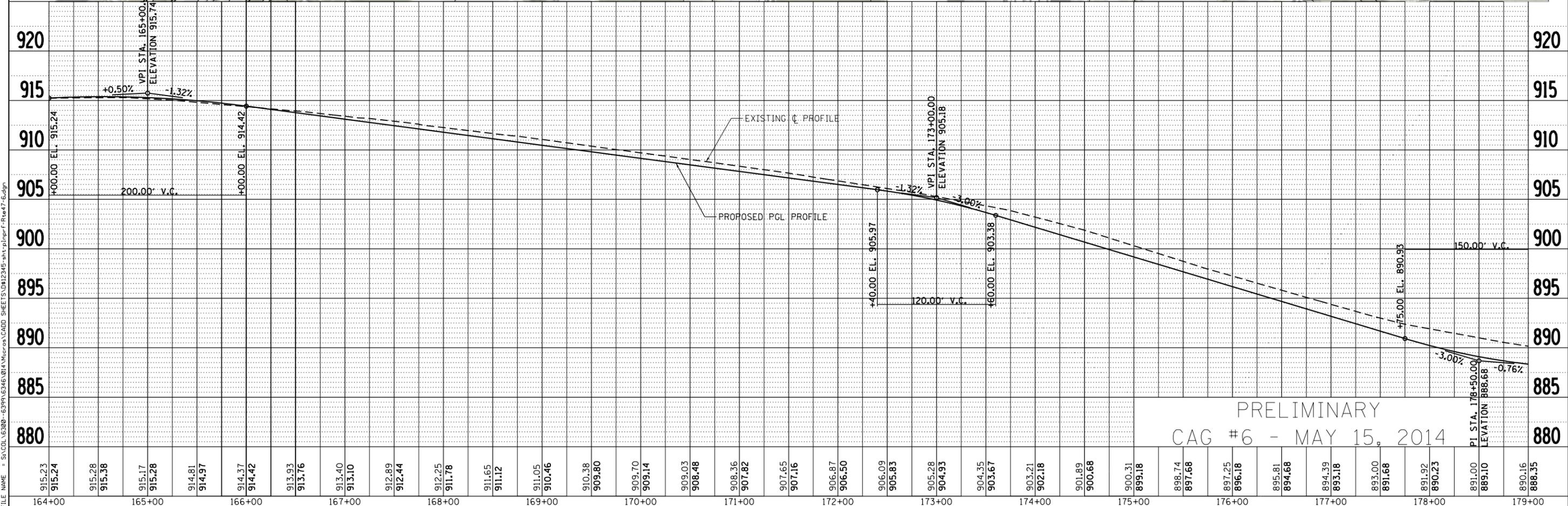
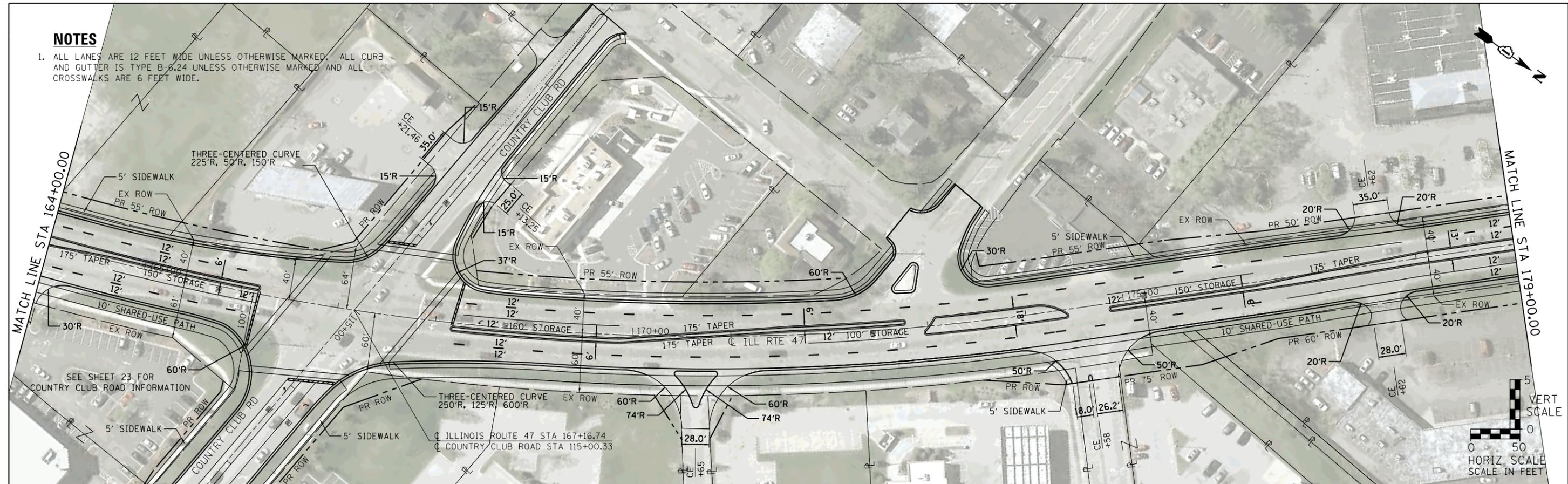
F.A.P. RTE. 326	SECTION	COUNTY MCHENRY	TOTAL SHEETS 5
CONTRACT NO.			ILLINOIS FED. AID PROJECT

NOTES

1. ALL LANES ARE 12 FEET WIDE UNLESS OTHERWISE MARKED. ALL CURB AND GUTTER IS TYPE B-6.24 UNLESS OTHERWISE MARKED AND ALL CROSSWALKS ARE 6 FEET WIDE.

PLAN	SURVEYED	DATE
	PLOTTED	
	ALIGNED	
	CHECKED	
	FILED	
	NO.	

PROFILE	SURVEYED	DATE
	PLOTTED	
	GRADES	
	CHECKED	
	STRUCTURE	
	NOTATIONS	
	CHKD	
	NO.	



PRELIMINARY
CAG #6 - MAY 15, 2014

1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
STRAND ASSOCIATES*
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
PLOT SCALE = 100.0000' / in.	DRAWN -	REVISED -
PLOT DATE = 5/6/2014	CHECKED -	REVISED -
	DATE -	REVISED -

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

PLAN & PROFILE	
ILLINOIS ROUTE 47	
SCALE: 1" = 50'	SHEET OF SHEETS STA. TO STA.

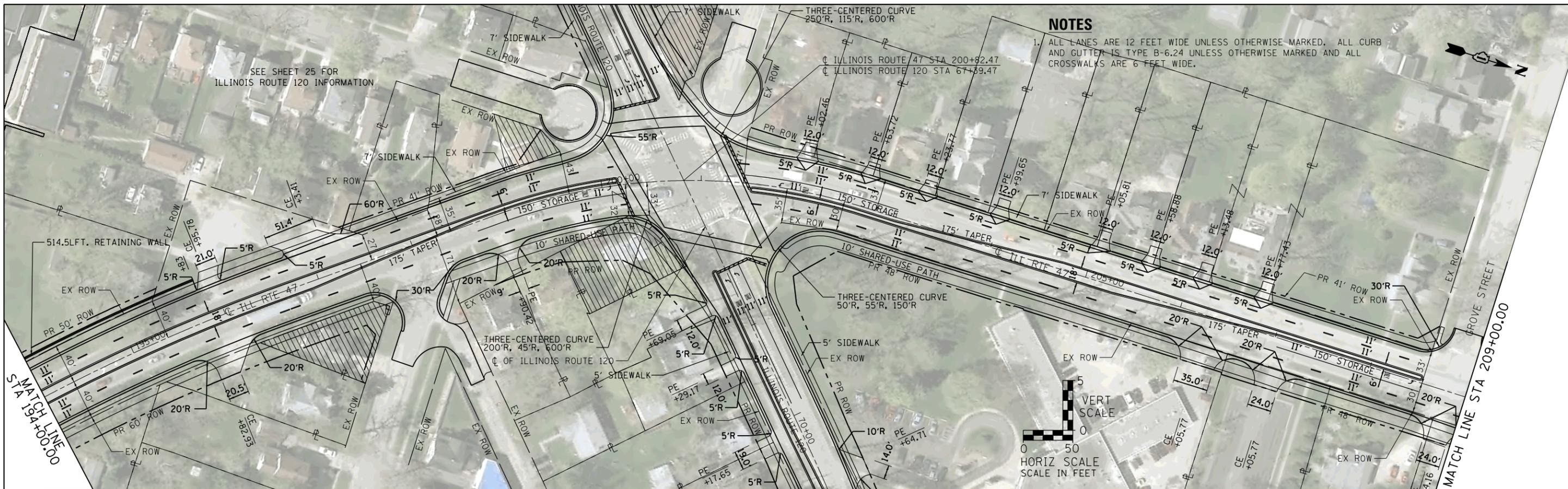
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		CONTRACT NO.		
ILLINOIS FED. AID PROJECT				

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	PLOTTED	BY
	NOTE BOOK	
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	NO.	

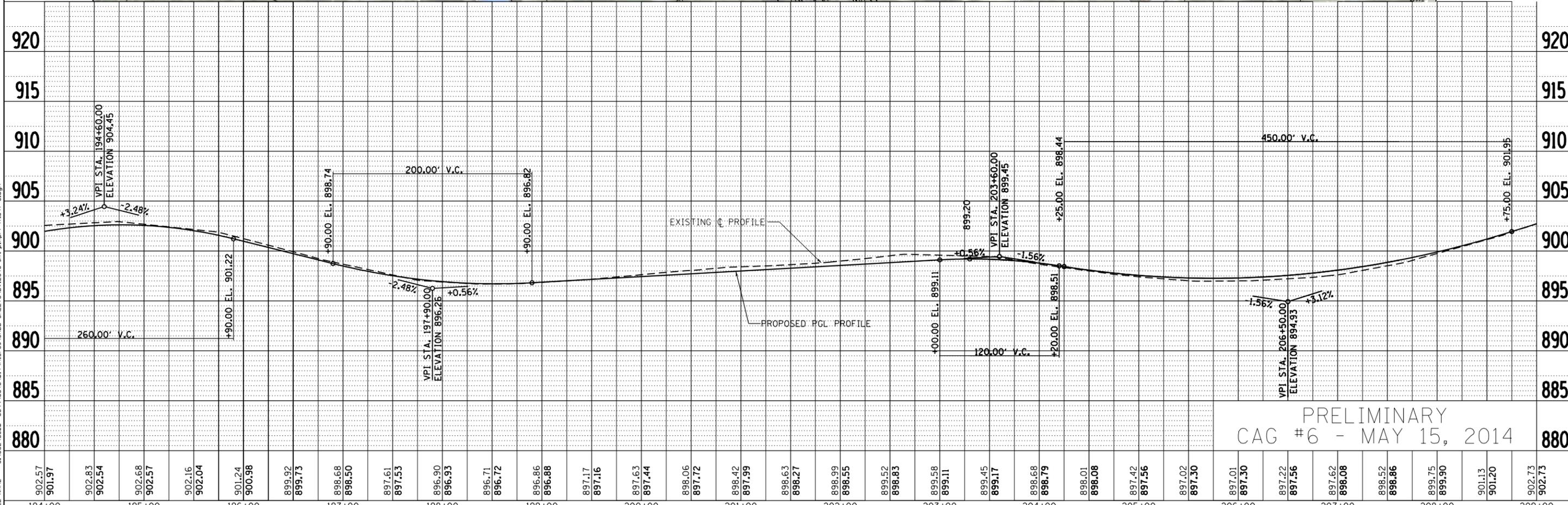
PROFILE	SURVEYED	DATE
	PLOTTED	BY
	NOTE BOOK	
	NO.	
	NO.	
	NO.	

FILE NAME = S:\COL\6300-6399\6345\01A_MicroStation\CADD_SHEET\5\0412145-shit-pl\prf-Plan47-8.dgn



NOTES

- ALL LANES ARE 12 FEET WIDE UNLESS OTHERWISE MARKED. ALL CURB AND GUTTER IS TYPE B-6.24 UNLESS OTHERWISE MARKED AND ALL CROSSWALKS ARE 6 FEET WIDE.



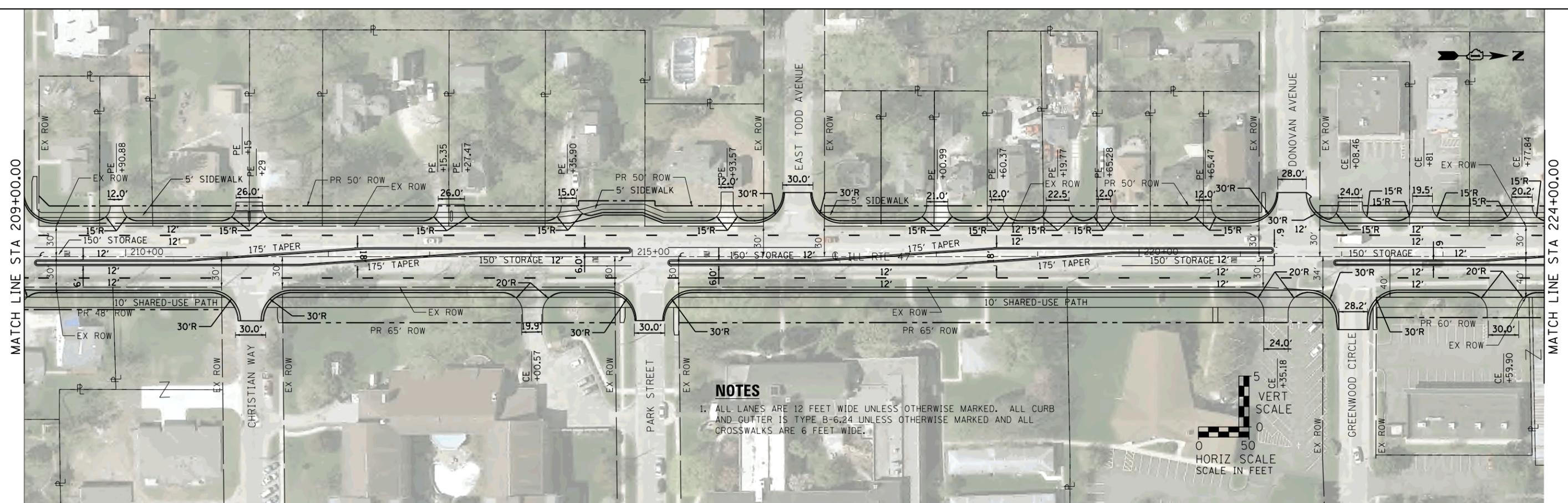
PRELIMINARY
CAG #6 - MAY 15, 2014

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194+00	195+00	196+00	197+00	198+00	199+00	200+00	201+00	202+00	203+00	204+00	205+00	206+00	207+00	208+00	209+00																																														
USER NAME = stever		DESIGNED -	REVISD -	STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION		PLAN & PROFILE ILLINOIS ROUTE 47		SCALE: 1" = 50'		SHEET OF SHEETS		STA. TO STA.		SECTION		COUNTY		CONTRACT NO.		ILLINOIS FED. AID PROJECT																																									
1170 SOUTH HOUBOLT ROAD JOLIET, ILLINOIS 60431 STRAND ASSOCIATES*		PLOT SCALE = 100.0000' / in.	CHECKED -	326		MCHENRY		8		CONTRACT NO.		ILLINOIS FED. AID PROJECT																																																	

PLAN	SURVEYED	DATE
	PLOTTED	
	GRADES CHECKED	
	ALIGNMENT CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	FILE NAME	

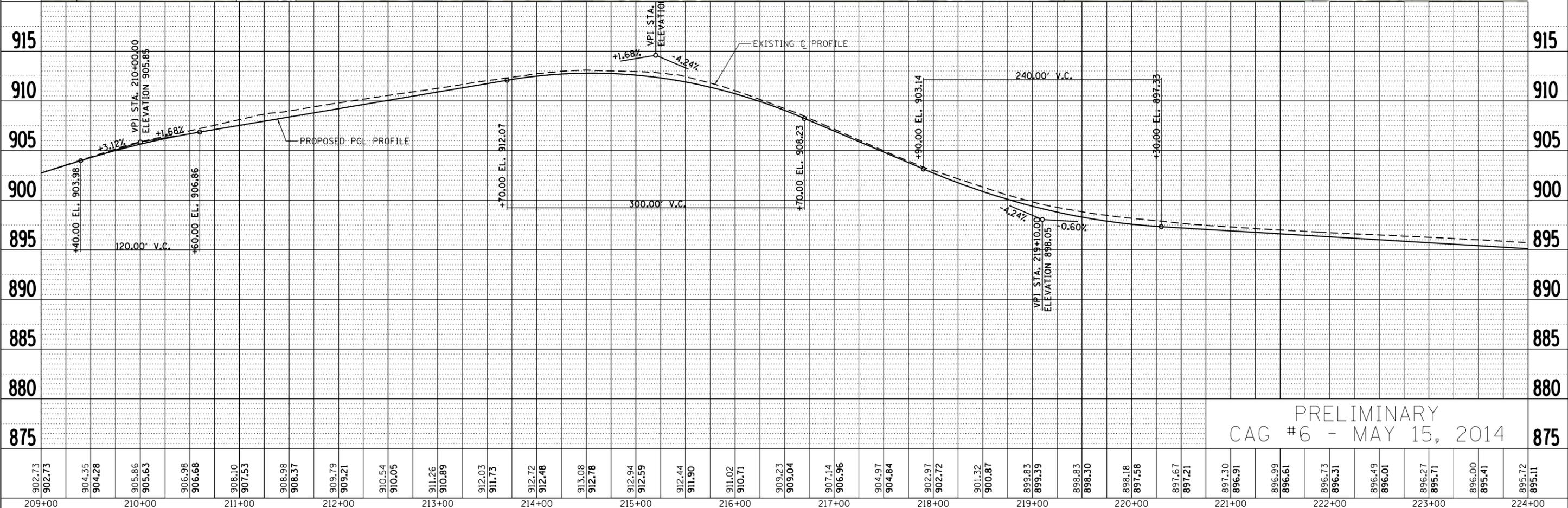
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	PLOTTED	
	GRADES CHECKED	
	ALIGNMENT CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	FILE NAME	

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NOTES

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PRELIMINARY
CAG #6 - MAY 15, 2014

STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
PLOT SCALE = 100.0000' / in.	DRAWN -	REVISED -
PLOT DATE = 5/6/2014	CHECKED -	REVISED -
	DATE -	REVISED -

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

**PLAN & PROFILE
ILLINOIS ROUTE 47**
SCALE: 1" = 50'
SHEET OF SHEETS STA. TO STA.

F.A.P. RT. 326	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		MCHENRY	9	9
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

PLAN	SURVEYED	DATE
	PLOTTED	
	ALIGNED	
	CHECKED	
	FILED	
	NO.	

PROFILE	SURVEYED	DATE
	PLOTTED	
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NO.	

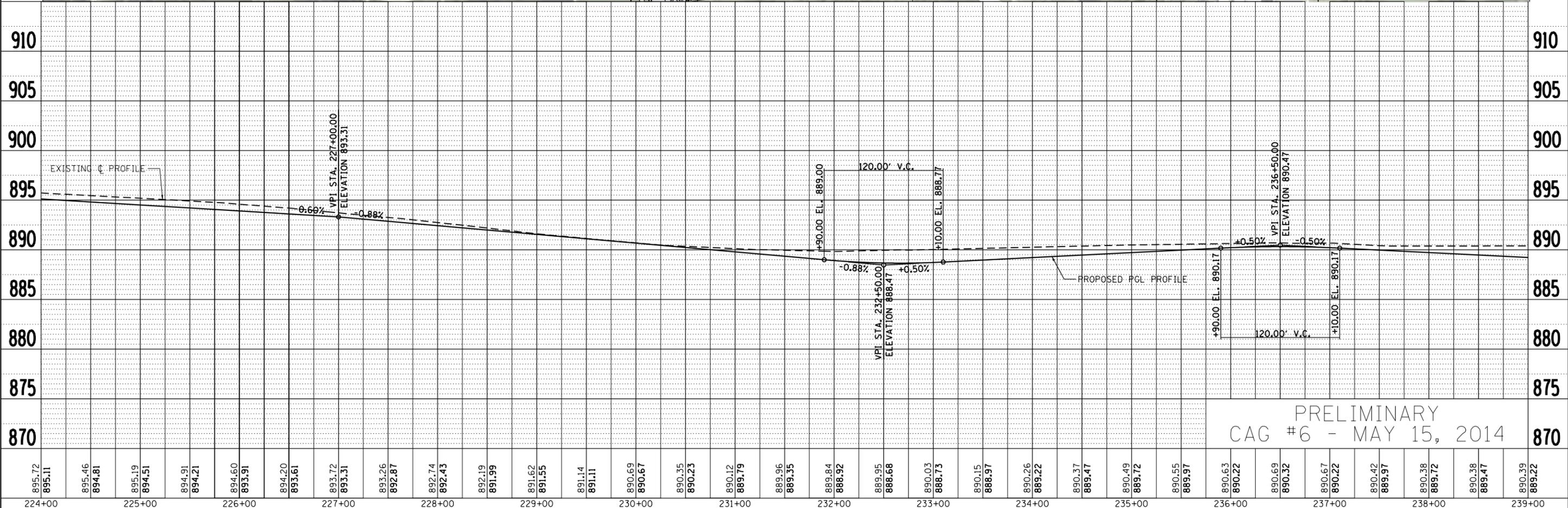
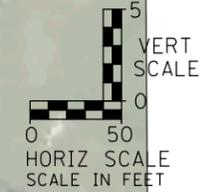
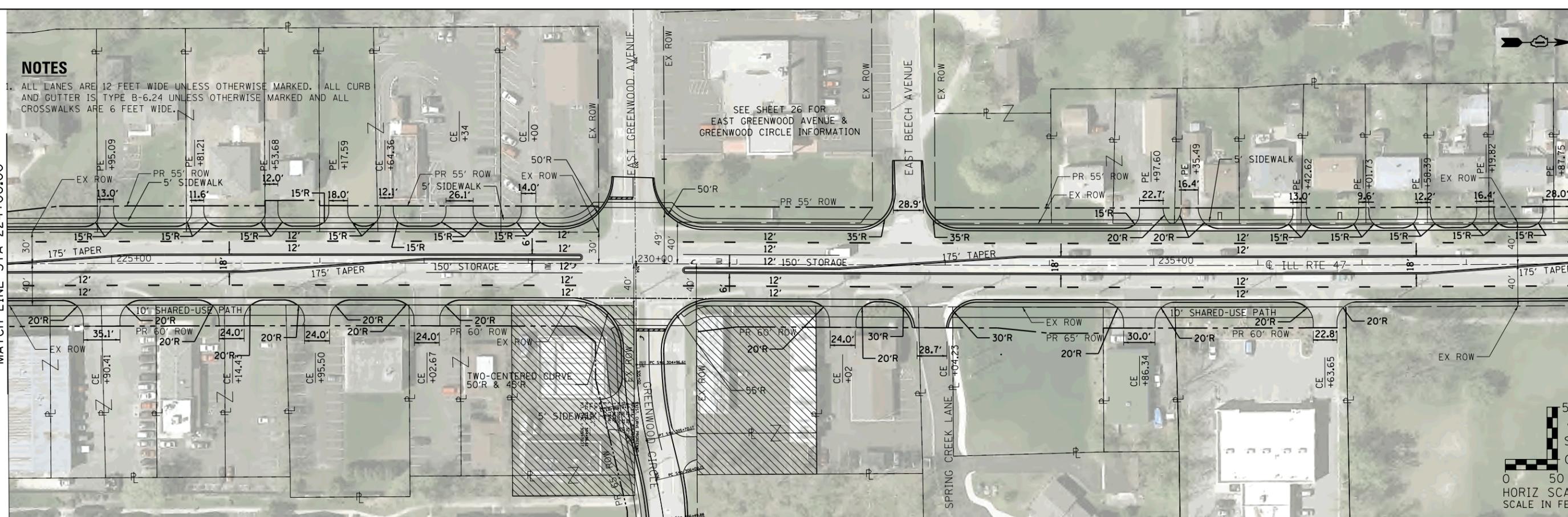
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NOTES

1. ALL LANES ARE 12 FEET WIDE UNLESS OTHERWISE MARKED. ALL CURB AND GUTTER IS TYPE B-6.24 UNLESS OTHERWISE MARKED AND ALL CROSSWALKS ARE 6 FEET WIDE.

MATCH LINE STA 224+00.00

MATCH LINE STA 239+00.00



PRELIMINARY
CAG #6 - MAY 15, 2014

STRAND ASSOCIATES
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
	DRAWN -	REVISED -
PLOT SCALE = 100.0000' / in.	CHECKED -	REVISED -
PLOT DATE = 5/6/2014	DATE -	REVISED -

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

PLAN & PROFILE	
ILLINOIS ROUTE 47	
SCALE: 1" = 50'	SHEET OF SHEETS
STA. TO STA.	

F.A.P. RT. 326	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		MCHENRY	10	10
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

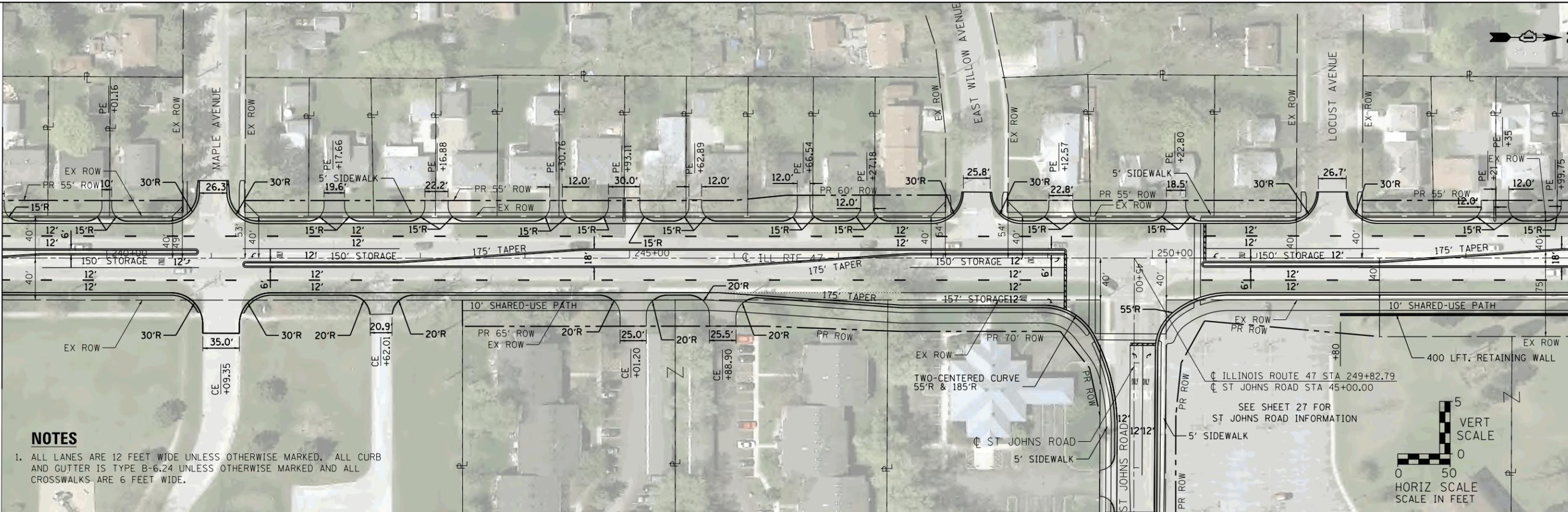
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	PLOTTED	
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	CHECKED	
	FILED	
NOTE BOOK NO.	FILE NAME	

PROFILE	SURVEYED	DATE
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
NOTE BOOK NO.	FILE NAME	

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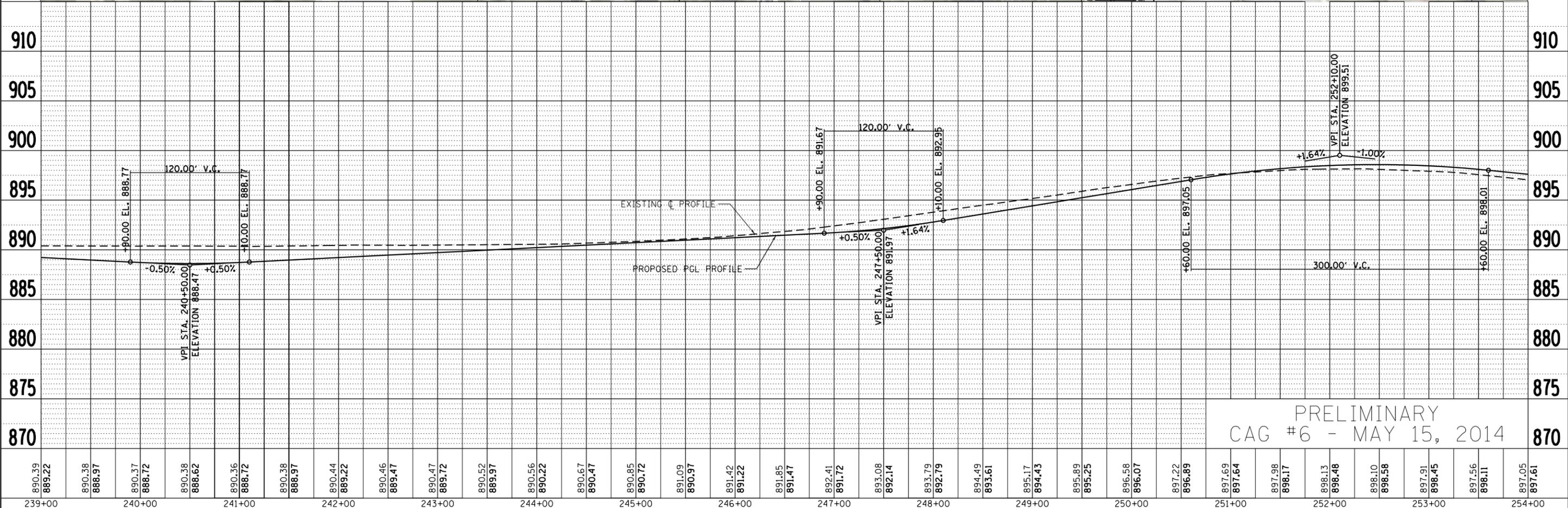
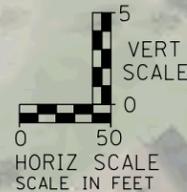
MATCH LINE STA 239+00.00

MATCH LINE STA 254+00.00



NOTES

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PRELIMINARY
CAG #6 - MAY 15, 2014

890.39 889.22	890.38 888.97	890.37 888.72	890.38 888.62	890.36 888.72	890.38 888.97	890.44 889.22	890.46 889.47	890.47 889.72	890.52 889.97	890.56 890.22	890.67 890.47	890.85 890.72	891.09 890.97	891.42 891.22	891.85 891.47	892.41 891.72	893.08 892.14	893.79 892.79	894.49 893.61	895.17 894.43	895.89 895.25	896.58 896.07	897.22 896.89	897.69 897.64	897.98 898.17	898.13 898.48	898.10 898.58	897.91 898.45	897.56 898.11	897.05 897.61
239+00	240+00	241+00	242+00	243+00	244+00	245+00	246+00	247+00	248+00	249+00	250+00	251+00	252+00	253+00	254+00															

STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever
DESIGNED -
DRAWN -
CHECKED -
DATE -

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**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

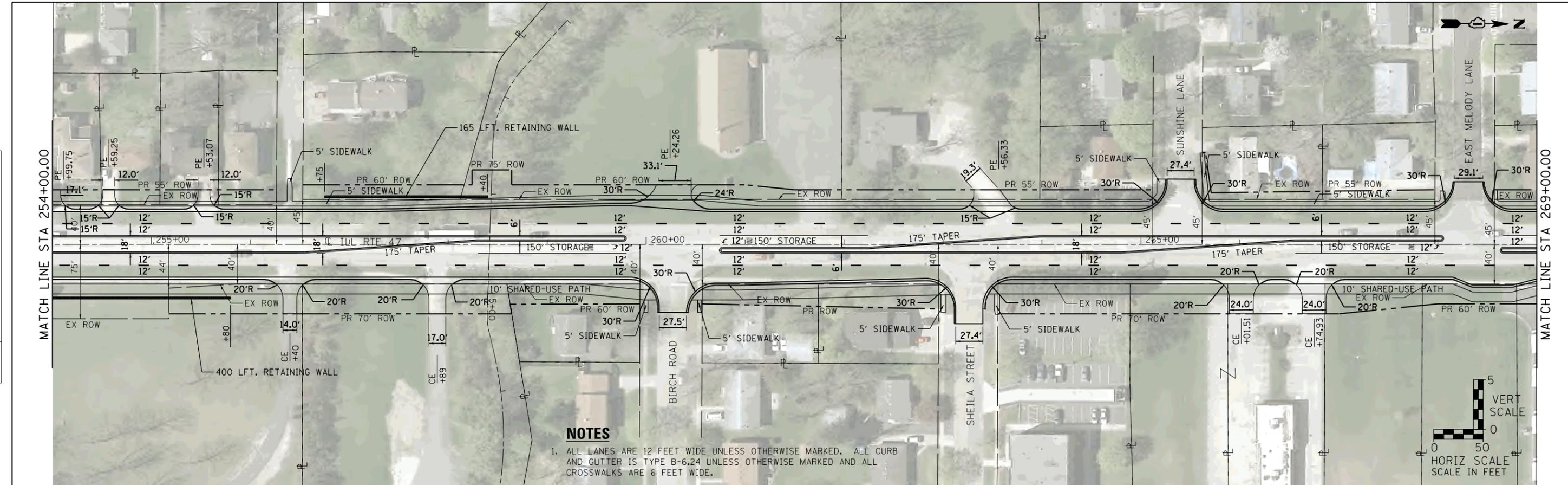
**PLAN & PROFILE
ILLINOIS ROUTE 47**

SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RT. 326	SECTION	COUNTY MCHENRY	TOTAL SHEETS 11
CONTRACT NO.			ILLINOIS FED. AID PROJECT

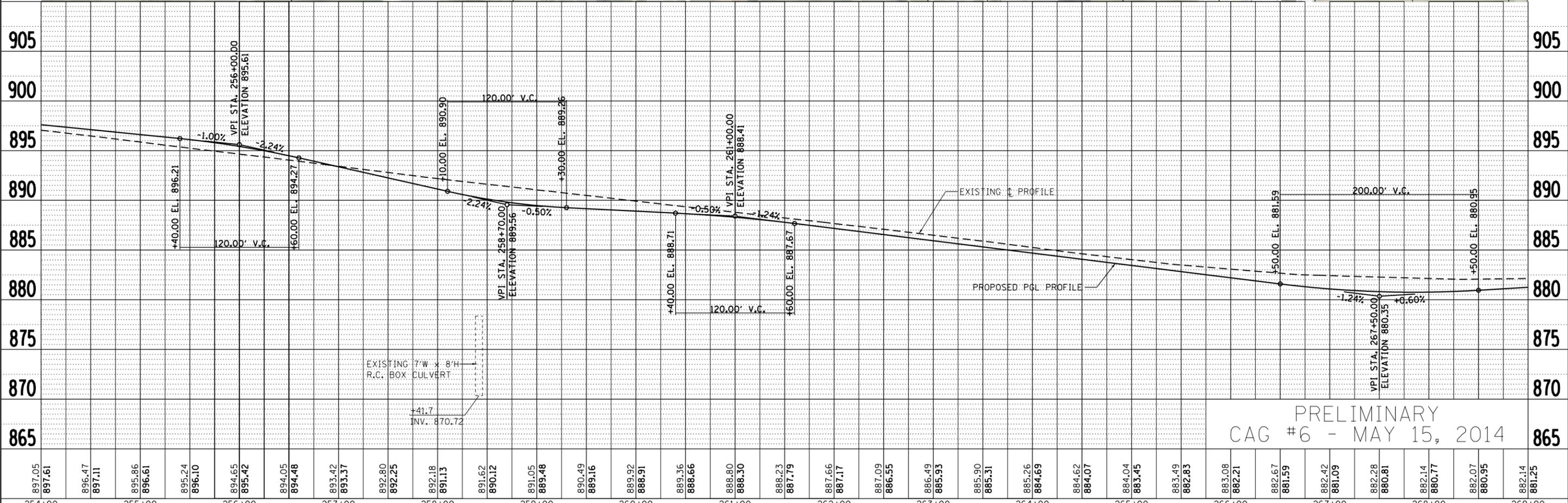
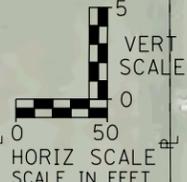
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	PLOTTED	
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	

PROFILE	SURVEYED	DATE
	PLOTTED	
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	



NOTES

1. ALL LANES ARE 12 FEET WIDE UNLESS OTHERWISE MARKED. ALL CURB AND GUTTER IS TYPE B-6.24 UNLESS OTHERWISE MARKED AND ALL CROSSWALKS ARE 6 FEET WIDE.



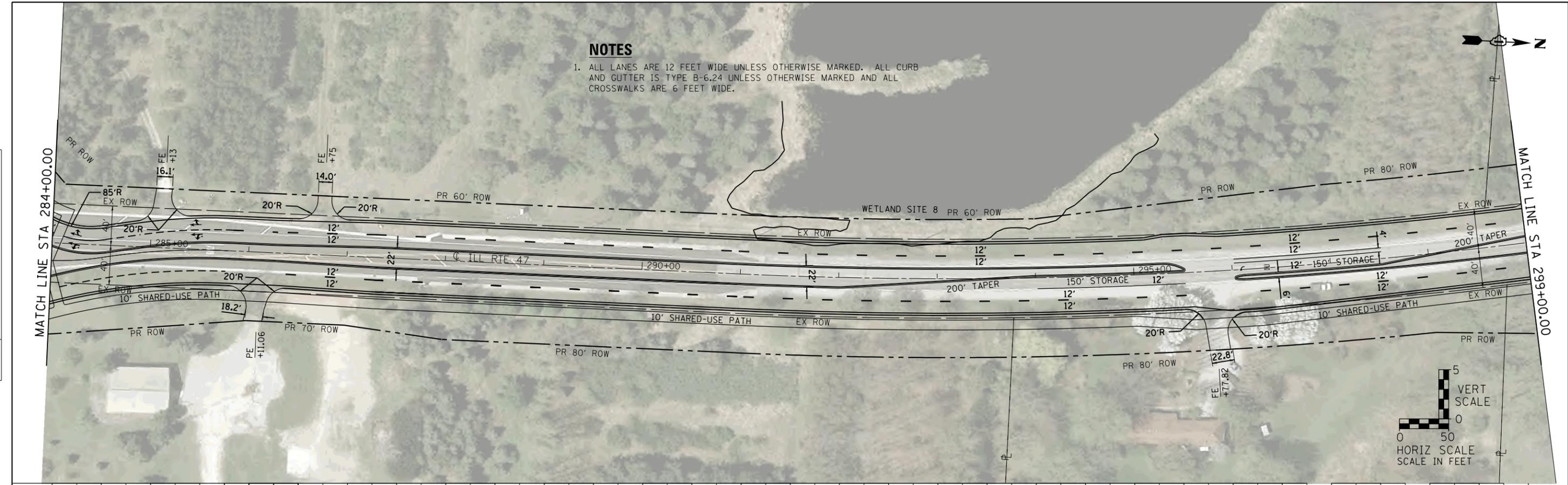
PRELIMINARY
CAG #6 - MAY 15, 2014

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254+00	255+00	256+00	257+00	258+00	259+00	260+00	261+00	262+00	263+00	264+00	265+00	266+00	267+00	268+00	269+00																																														
USER NAME = stever		DESIGNED -	REVISED -	DRAWN -		REVISED -	CHECKED -		REVISED -	DATE -		REVISED -	STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION		PLAN & PROFILE ILLINOIS ROUTE 47		SCALE: 1" = 50'		SHEET OF SHEETS		STA. TO STA.		SECTION COUNTY 326 MCHENRY		TOTAL SHEETS SHEET NO. 12		CONTRACT NO. ILLINOIS FED. AID PROJECT																																		

STRAND ASSOCIATES
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

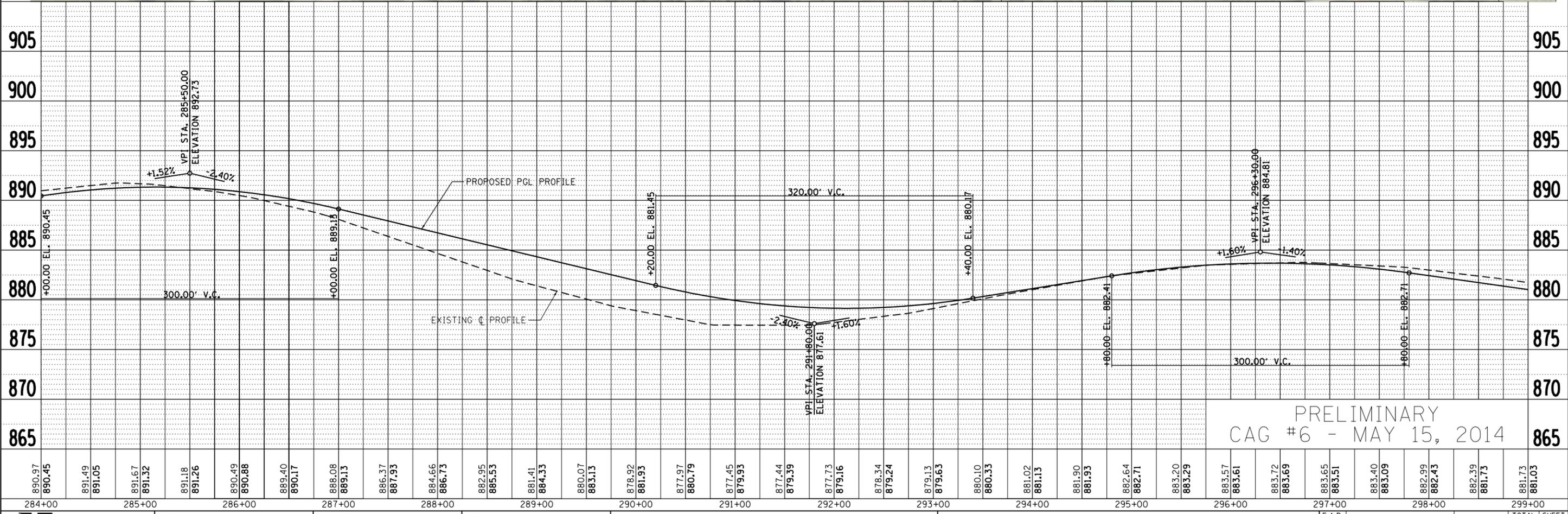
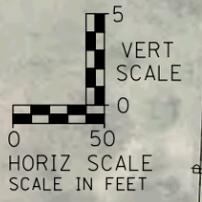
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	PLOTTED	
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	

PROFILE	SURVEYED	DATE
	PLOTTED	
	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	FILE NAME	



NOTES

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CAG #6 - MAY 15, 2014

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1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
	DRAWN -	REVISED -
PLOT SCALE = 100.0000' / in.	CHECKED -	REVISED -
PLOT DATE = 5/6/2014	DATE -	REVISED -

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

**PLAN & PROFILE
ILLINOIS ROUTE 47**

SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RTE. 326	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		MCHENRY	14	14
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

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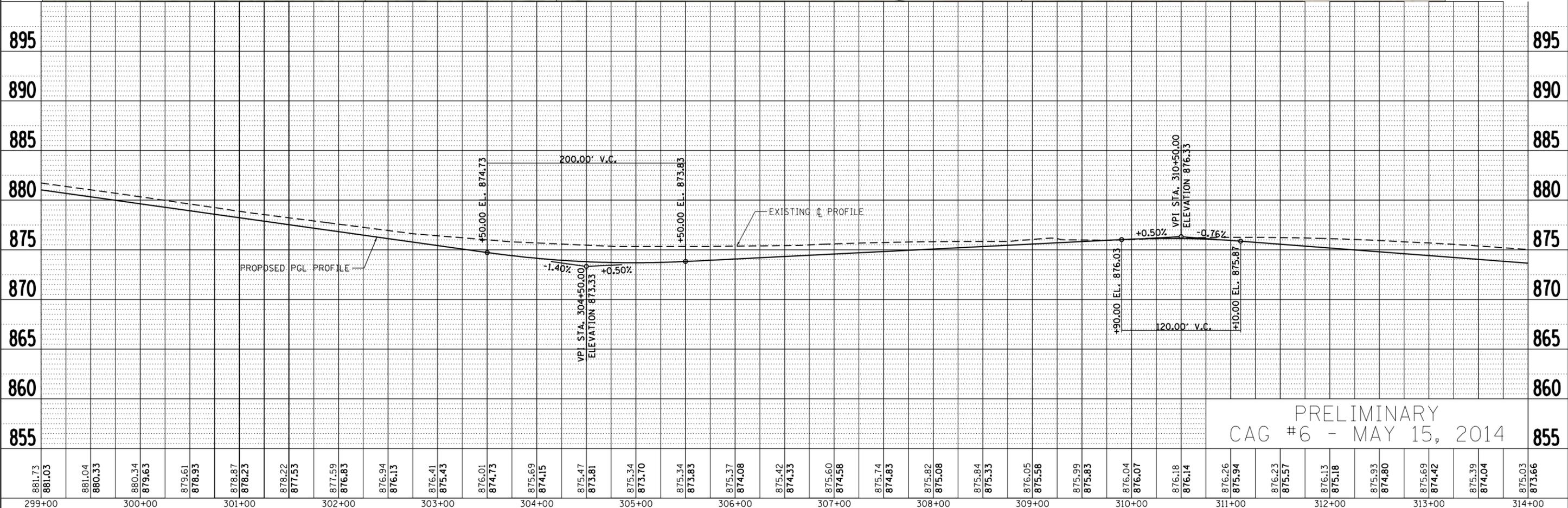
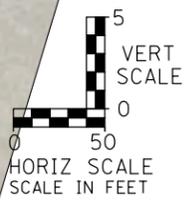
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	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	ADD FILE NAME	

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	STRUCTURE NOTATIONS CHECKED	
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NOTES
 1. ALL LANES ARE 12 FEET WIDE UNLESS OTHERWISE MARKED. ALL CURB AND GUTTER IS TYPE B-6.24 UNLESS OTHERWISE MARKED AND ALL CROSSWALKS ARE 6 FEET WIDE.

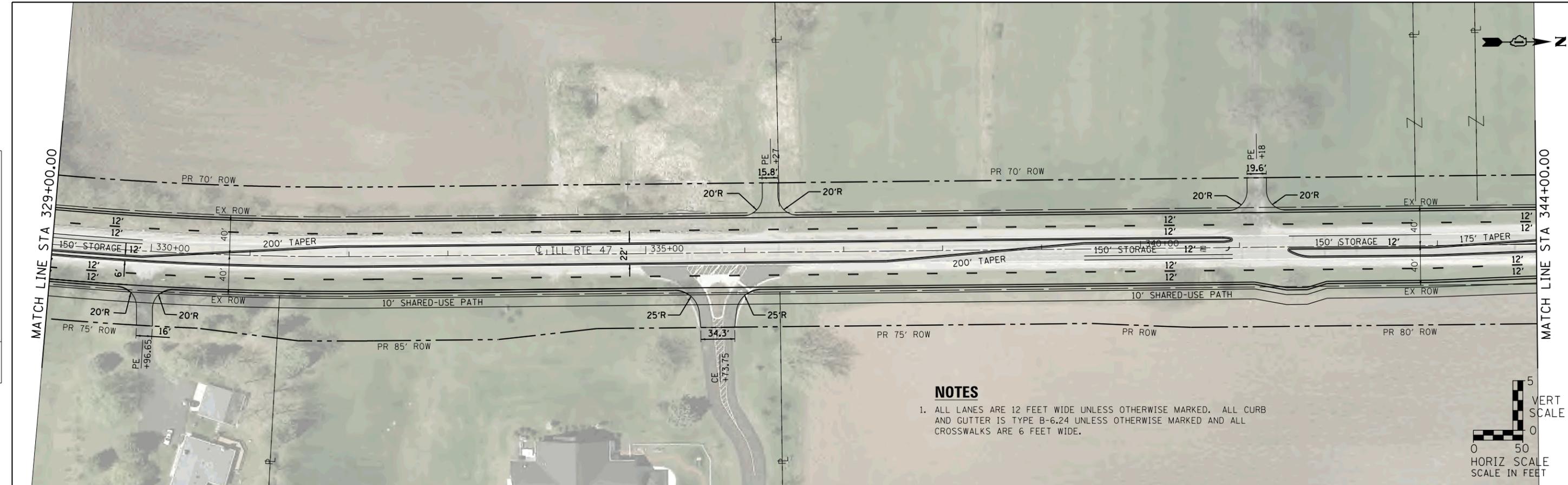


PRELIMINARY
 CAG #6 - MAY 15, 2014

881.73	881.03	881.04	880.33	880.34	879.63	879.61	878.93	878.87	878.23	878.22	877.53	877.59	876.83	876.94	876.13	876.41	875.43	876.01	874.73	875.69	874.15	875.47	873.81	875.34	873.70	875.34	873.83	875.37	874.08	875.42	874.33	875.60	874.58	875.74	874.83	875.82	875.08	875.84	875.33	876.05	875.58	875.99	875.83	876.04	876.07	876.18	876.14	876.26	875.94	876.23	875.57	876.13	875.18	875.93	874.80	875.69	874.42	875.39	874.04	875.03	873.66
299+00	300+00	301+00	302+00	303+00	304+00	305+00	306+00	307+00	308+00	309+00	310+00	311+00	312+00	313+00	314+00																																														
USER NAME = stever		DESIGNED -	REVISED -	DRAWN -		REVISED -	CHECKED -		REVISED -	DATE -		REVISED -	STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION		PLAN & PROFILE ILLINOIS ROUTE 47		SCALE: 1" = 50'		SHEET OF SHEETS		STA. TO STA.		F.A.P. RTE. 326		SECTION		COUNTY MCHENRY		TOTAL SHEETS 15		CONTRACT NO.		ILLINOIS FED. AID PROJECT																												

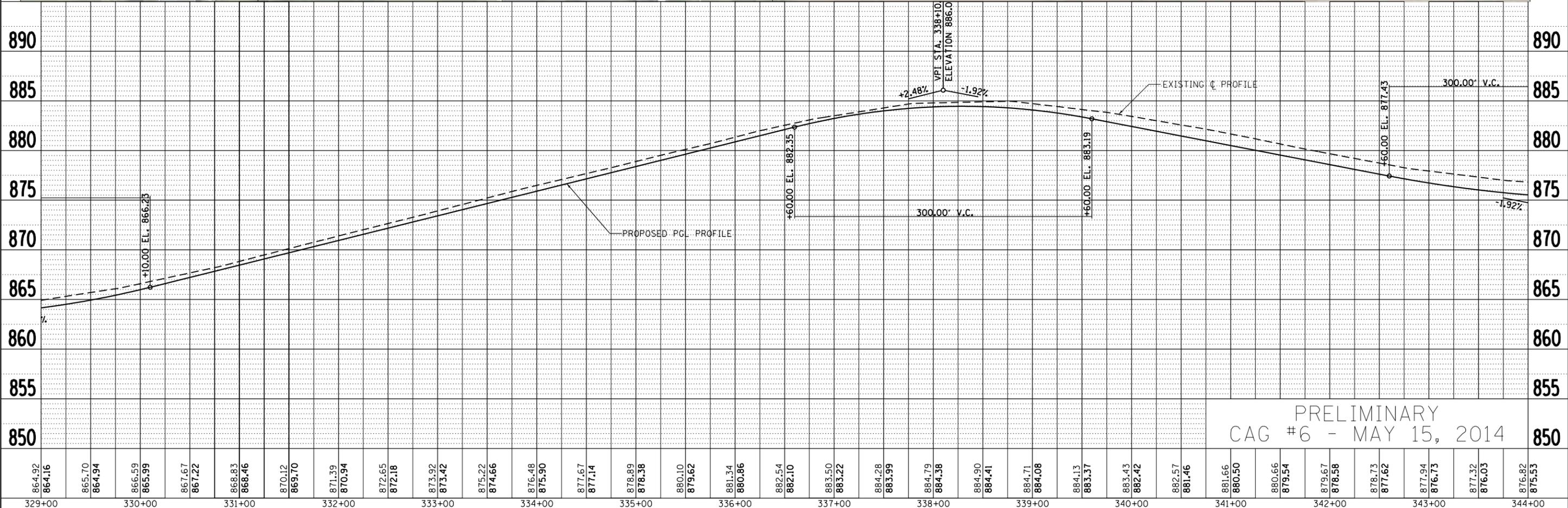
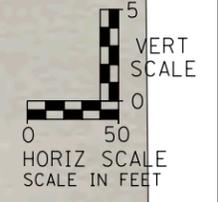
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NOTES

- ALL LANES ARE 12 FEET WIDE UNLESS OTHERWISE MARKED. ALL CURB AND GUTTER IS TYPE B-6.24 UNLESS OTHERWISE MARKED AND ALL CROSSWALKS ARE 6 FEET WIDE.



PRELIMINARY
CAG #6 - MAY 15, 2014

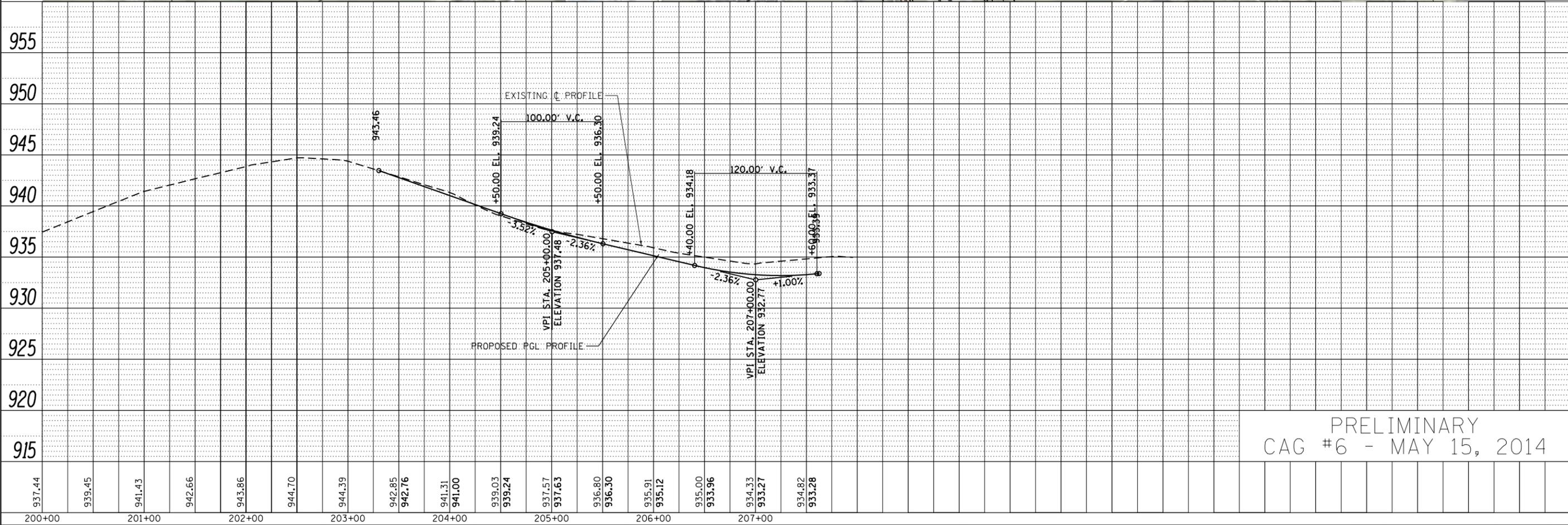
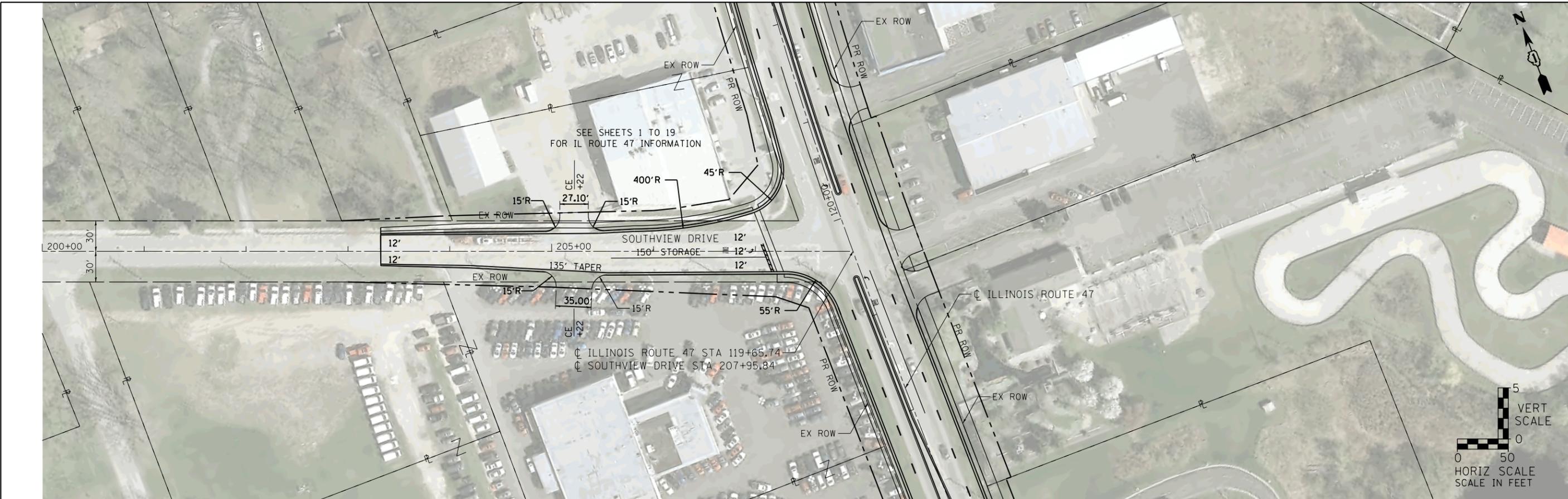
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329+00	330+00	331+00	332+00	333+00	334+00	335+00	336+00	337+00	338+00	339+00	340+00	341+00	342+00	343+00	344+00																																														
USER NAME = steve		DESIGNED -	REVISIED -	DRAWN -		REVISIED -	CHECKED -		REVISIED -	DATE -		REVISIED -	STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION		PLAN & PROFILE ILLINOIS ROUTE 47		SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.		F.A.P. RT. 326 SECTION COUNTY MCHENRY CONTRACT NO.		TOTAL SHEETS 17 SHEET NO. 17																																								

STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

PLAN	SURVEYED	DATE
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	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	FILE NAME	

PROFILE	SURVEYED	DATE
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	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
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PRELIMINARY
CAG #6 - MAY 15, 2014

SA
STRAND
ASSOCIATES*

1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever
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**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

**PLAN & PROFILE
SOUTHVIEW DRIVE**

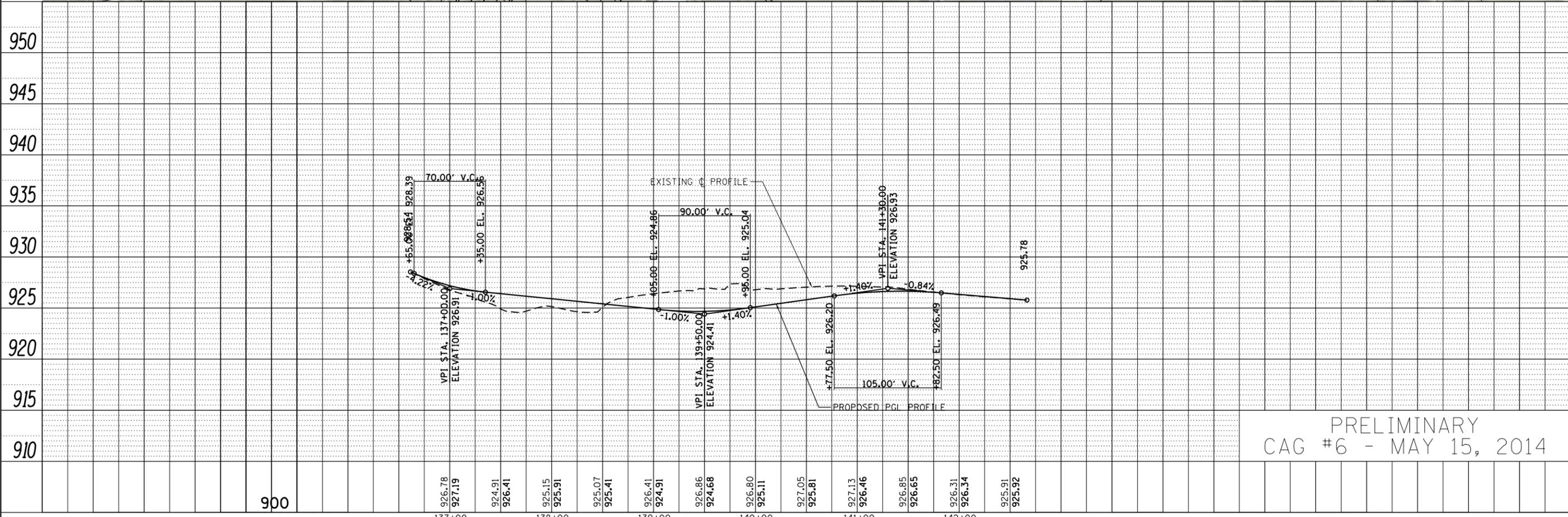
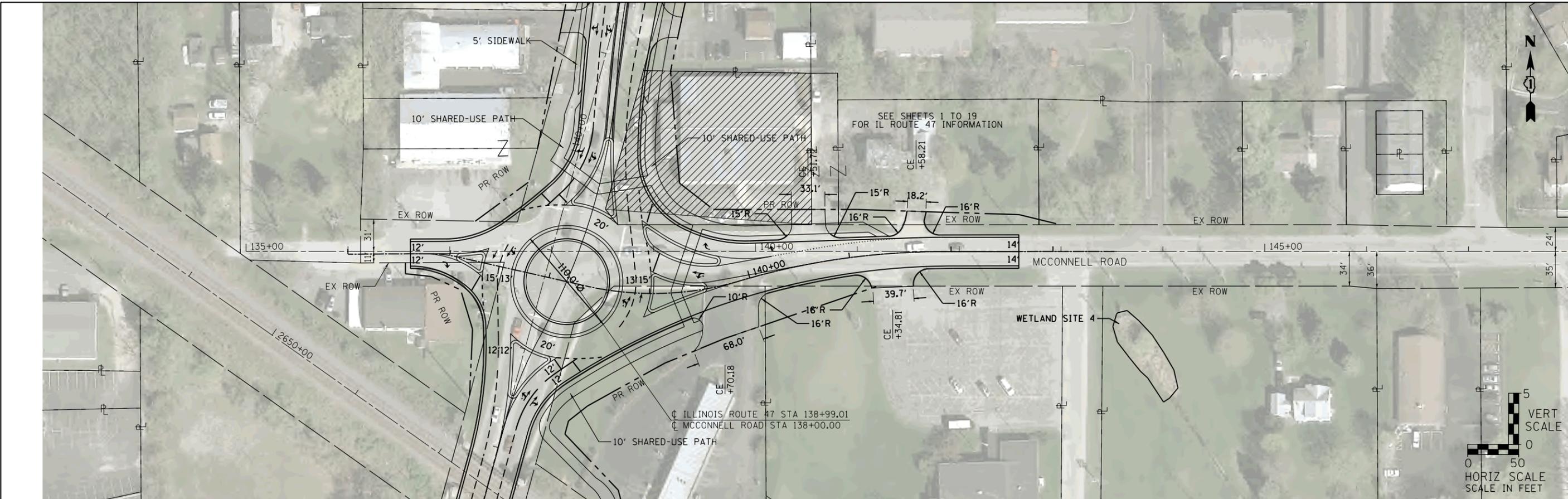
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F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
326		MCHENRY		20
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

PLAN	SURVEYED	DATE
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PROFILE	SURVEYED	DATE
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FILE NAME = S:\COL\6300-6399\6346\01A_McConnell.CADD SHEET\01A2345-shit-pln\prf-McConnell1.dgn



PRELIMINARY
CAG #6 - MAY 15, 2014

SA
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ASSOCIATES*

1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever
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**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

**PLAN & PROFILE
MCCONNELL ROAD**

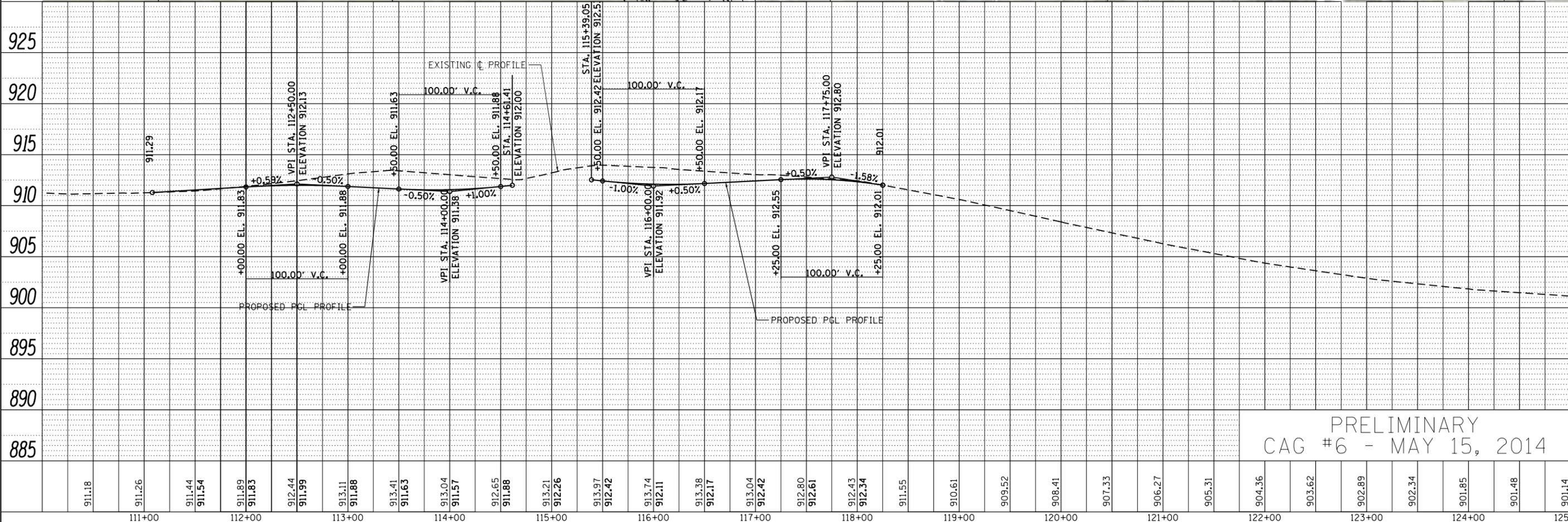
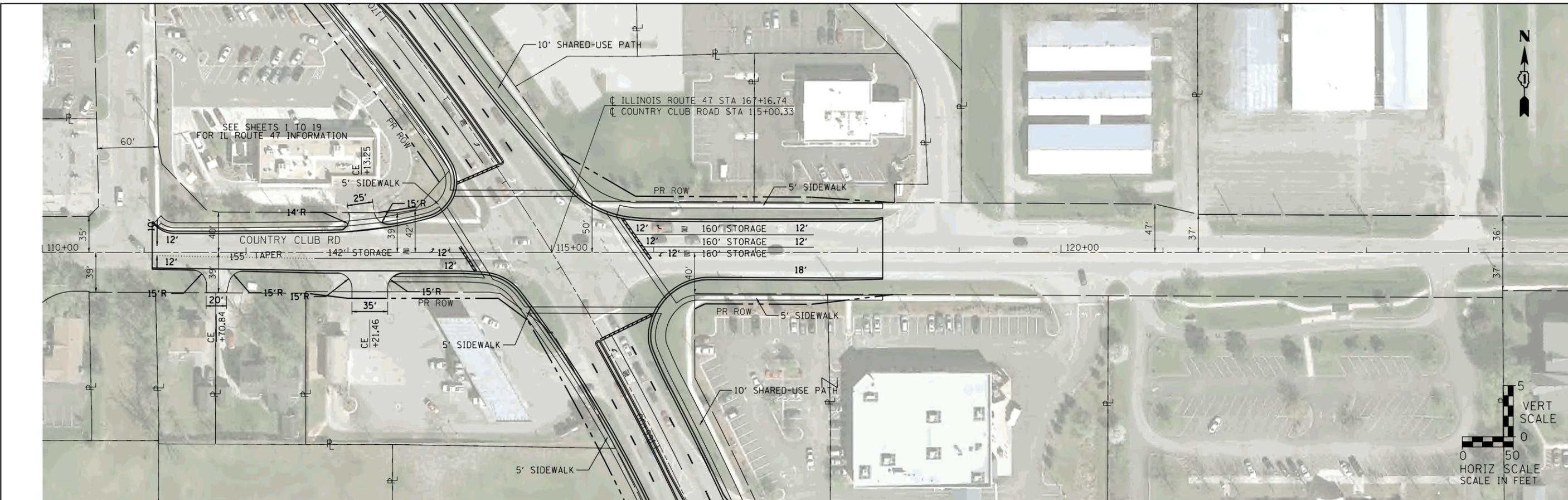
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SHEET OF SHEETS STA. TO STA.

F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
326		MCHENRY	22	22
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

PLAN	SURVEYED	BY	DATE
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	STRUCTURE NOTATIONS OK'D		
	ROAD FILE NAME		
	NO.		

PROFILE	SURVEYED	BY	DATE
	PLOTTED		
	GRADES CHECKED		
	ALIGNMENT CHECKED		
	STRUCTURE NOTATIONS OK'D		
	ROAD FILE NAME		
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PRELIMINARY
CAG #6 - MAY 15, 2014

SA
STRAND
ASSOCIATES*

1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
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PLOT SCALE = 100.0000' / in.	CHECKED -	REVISED -
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**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

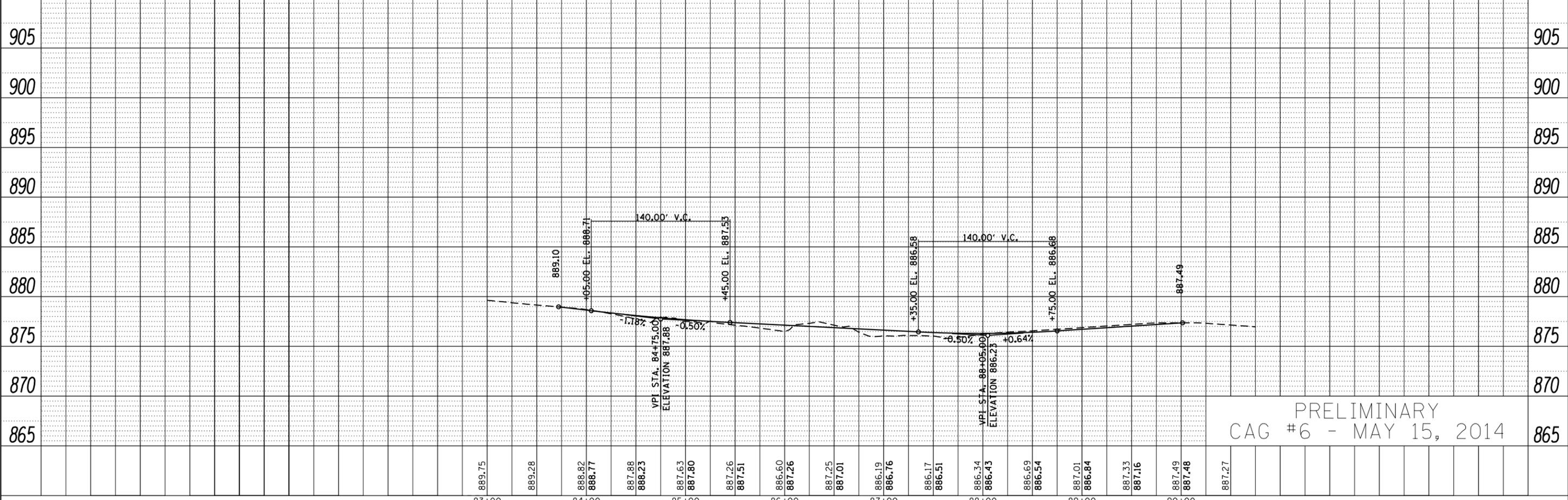
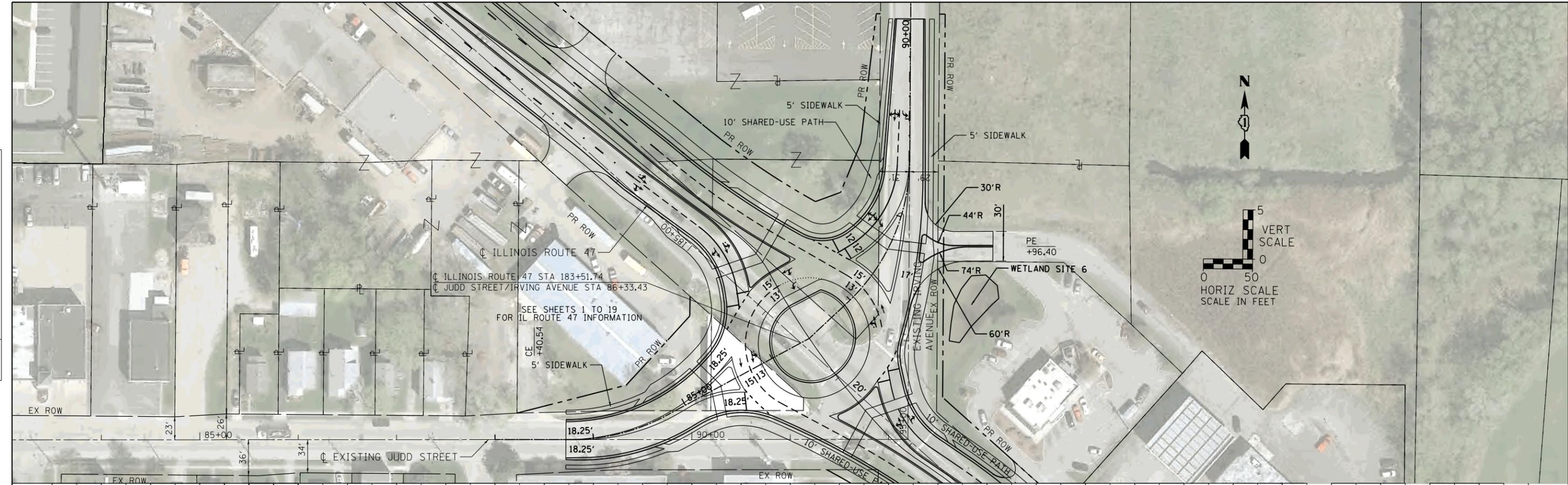
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SOUTH STREET /COUNTRY CLUB ROAD**

SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RTE. 326	SECTION	COUNTY MCHENRY	TOTAL SHEETS 23
CONTRACT NO.			
ILLINOIS FED. AID PROJECT			

PLAN	SURVEYED	DATE
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	STRUCTURE NOTATIONS CHECKED	
NOTE BOOK NO.	FILE NAME	



PRELIMINARY
CAG #6 - MAY 15, 2014

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SA 1170 SOUTH HOUBOLT ROAD
 JOLIET, ILLINOIS 60431
STRAND
 ASSOCIATES* (815) 744-4200
 Default

USER NAME = stever	DESIGNED -	REVISED -
PLOT SCALE = 100.0000' / in.	DRAWN -	REVISED -
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STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

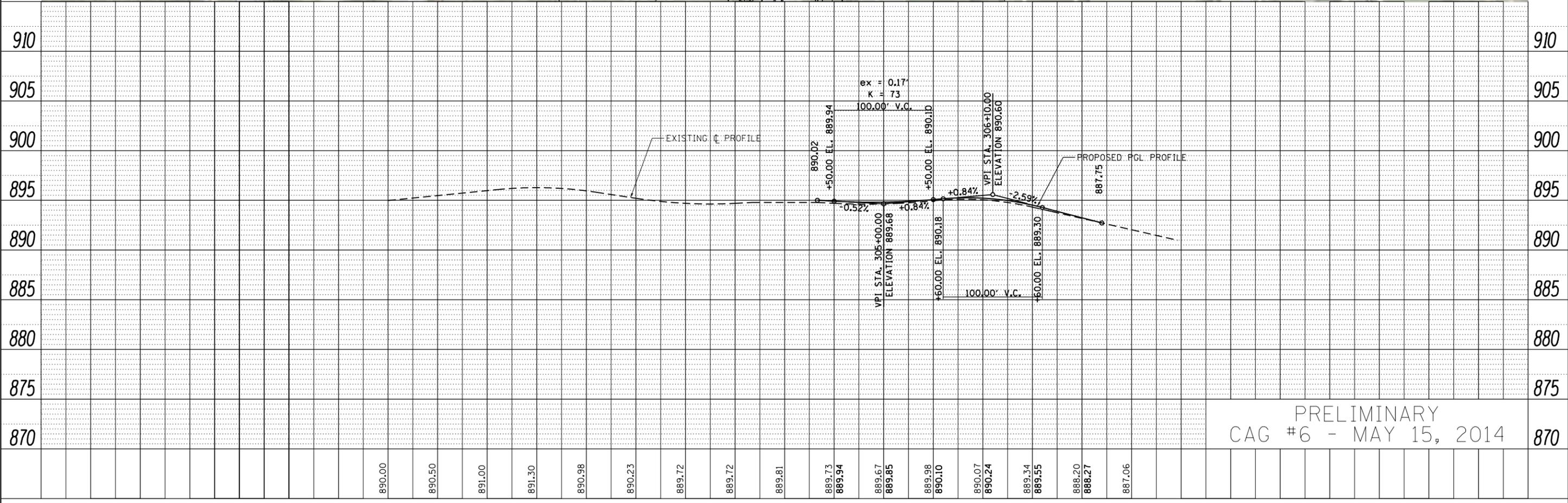
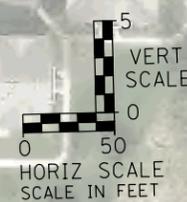
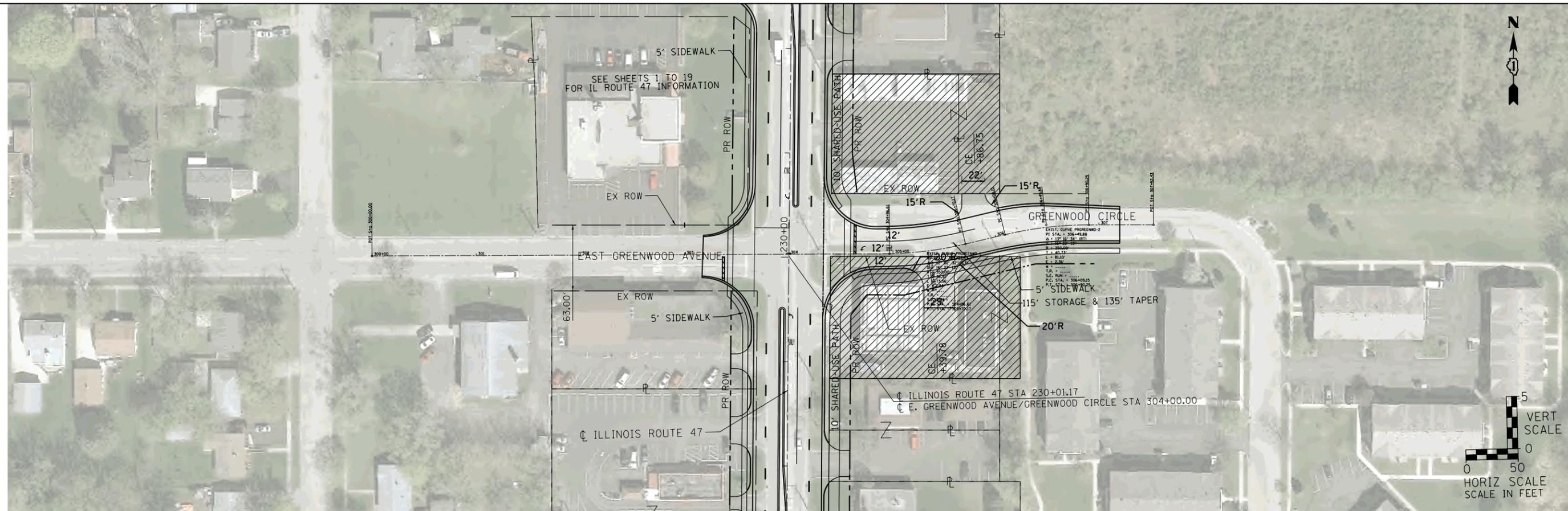
PLAN & PROFILE
PROPOSED JUDD STREET / IRVING AVENUE
 SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RTE. 326	SECTION	COUNTY MCHENRY	TOTAL SHEETS 24	SHEET NO. 24
CONTRACT NO.				ILLINOIS FED. AID PROJECT

PLAN	SURVEYED	DATE
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FILE NAME = S:\COL\6300-6399\6346\01A_MicroStation\CADD SHEET\5\0412145-sh1-pr1-pr1-F-Greenwood.dgn



PRELIMINARY
CAG #6 - MAY 15, 2014

SA
STRAND
ASSOCIATES*

1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200
PLOT DATE = 5/6/2014

USER NAME = stever	DESIGNED -	REVISED -
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STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

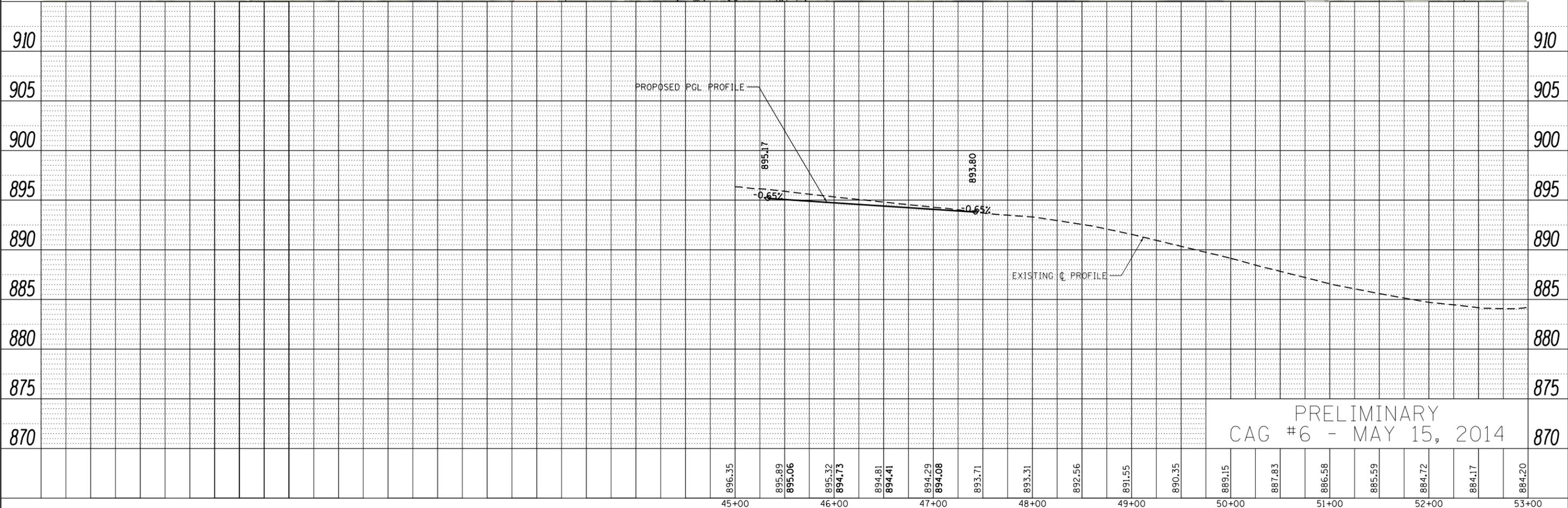
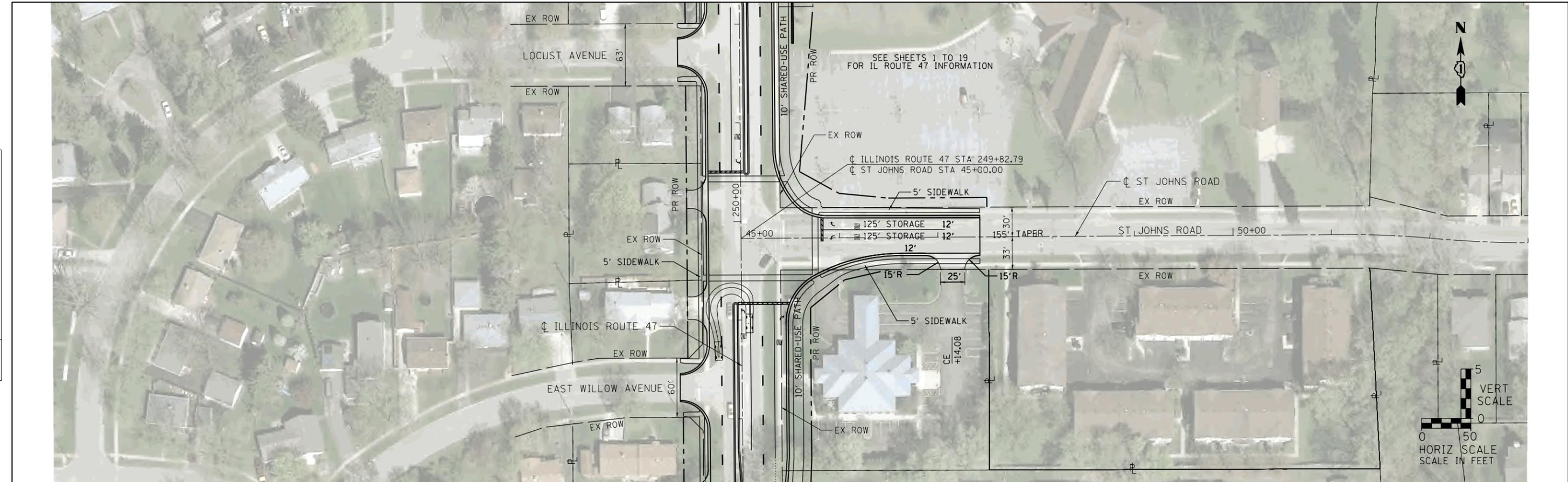
PLAN & PROFILE
GREENWOOD CIRCLE

SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
326		MCHENRY		26
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

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NOTE BOOK NO.	CADD FILE NAME	



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SA
 1170 SOUTH HOUBOLT ROAD
 JOLIET, ILLINOIS 60431
STRAND
 ASSOCIATES*
 (815) 744-4200

USER NAME = stever
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STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

PLAN & PROFILE
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 SCALE: 1" = 50'
 SHEET OF SHEETS STA. TO STA.

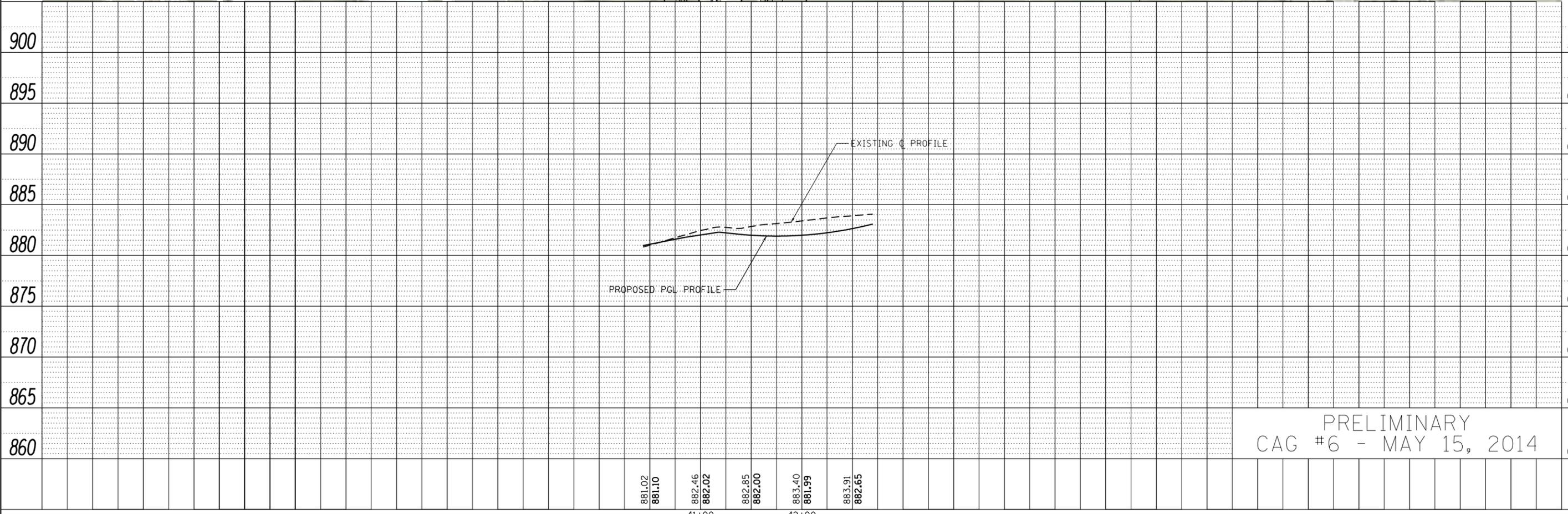
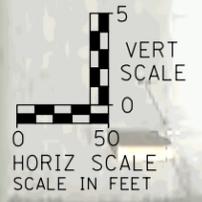
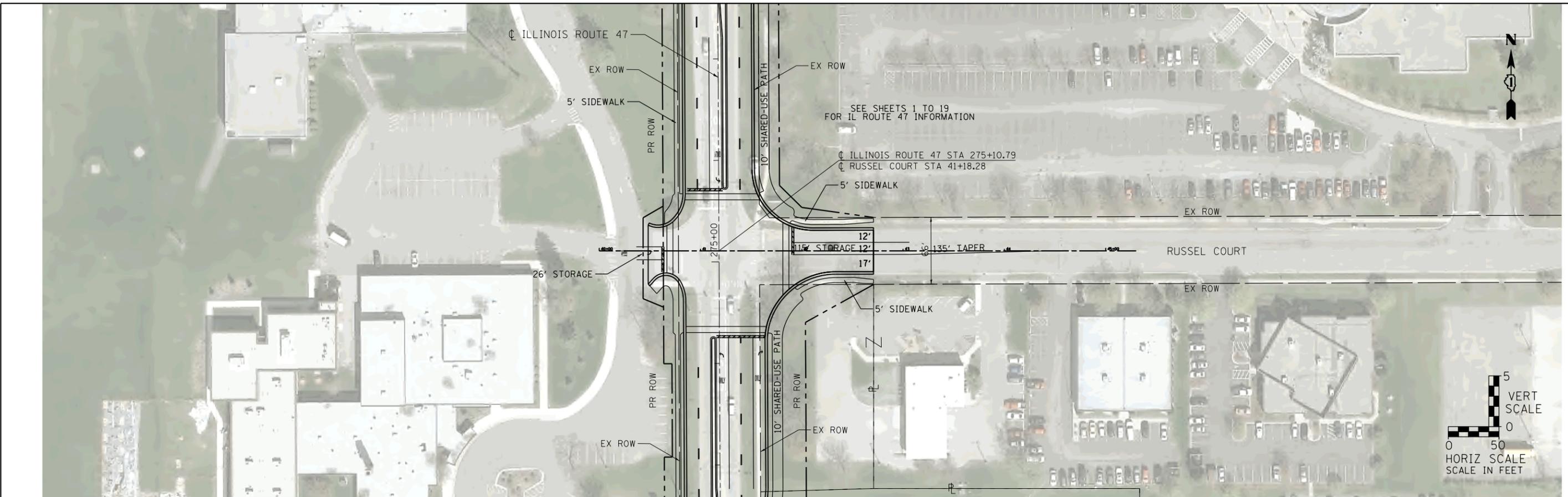
PRELIMINARY
 CAG #6 - MAY 15, 2014

F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
326		MCHENRY	27	27
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

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PRELIMINARY
CAG #6 - MAY 15, 2014

**STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION**

**PLAN & PROFILE
RUSSEL COURT**

SA STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever
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PLOT DATE = 5/6/2014

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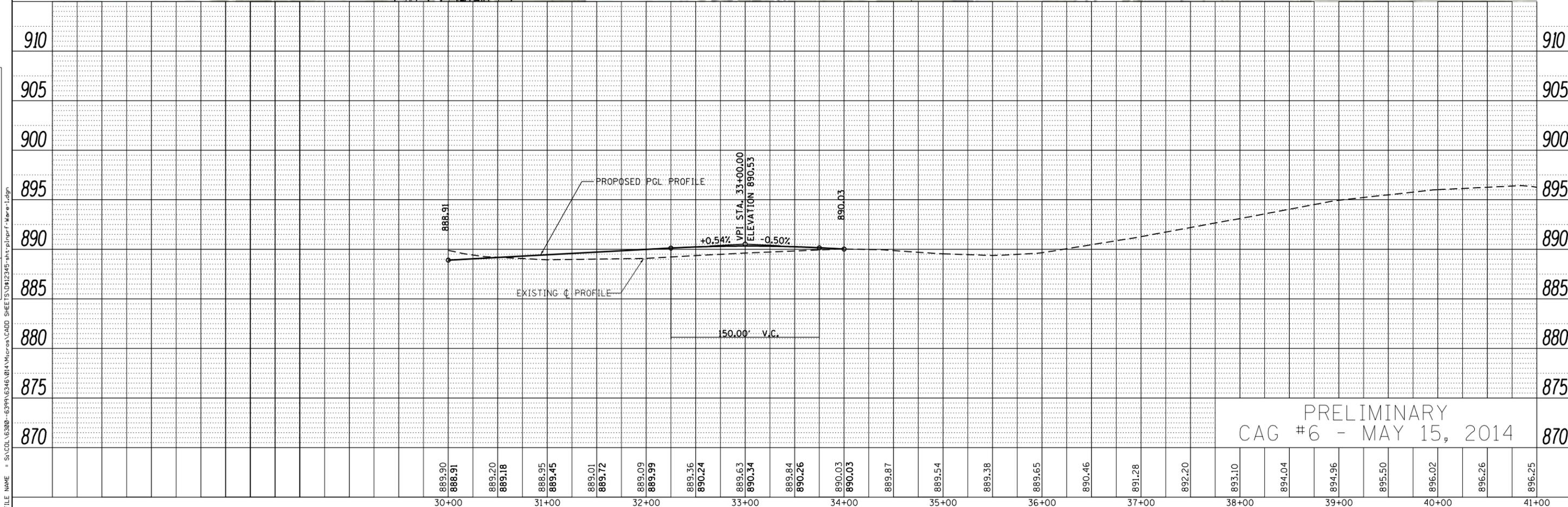
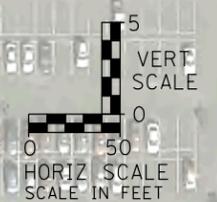
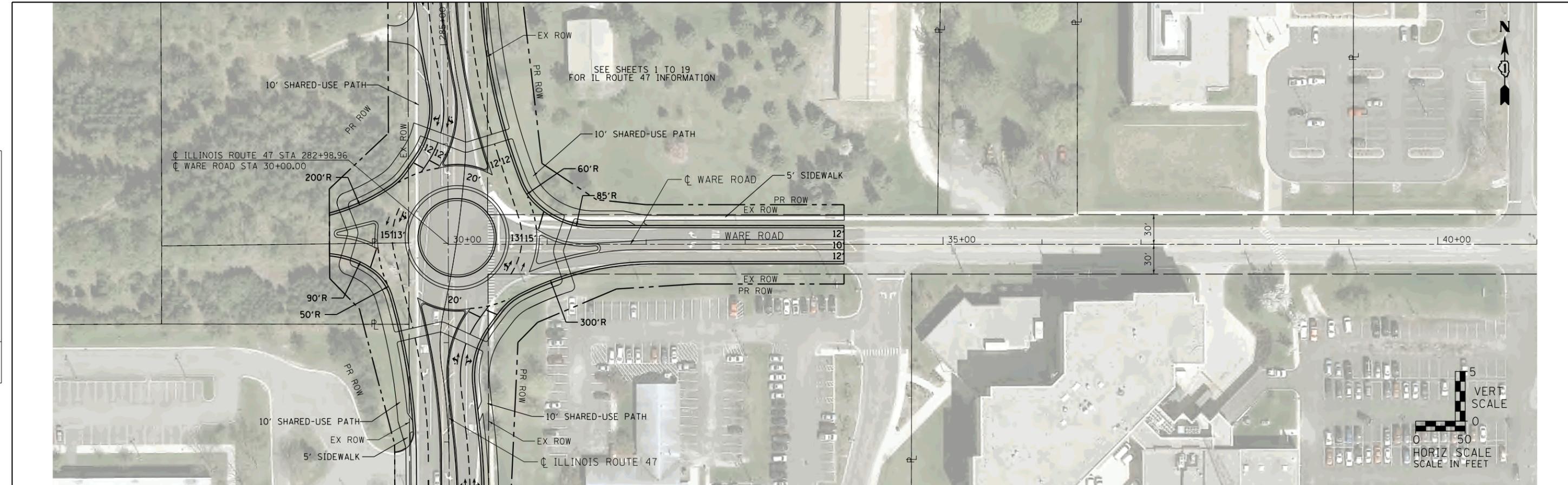
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SCALE: 1" = 50' SHEET OF SHEETS STA. TO STA.

F.A.P. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
326		MCHENRY		28
				CONTRACT NO.
ILLINOIS FED. AID PROJECT				

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	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
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PROFILE	SURVEYED	DATE
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	GRADES CHECKED	
	STRUCTURE NOTATIONS CHECKED	
	NOTE BOOK NO.	
	CADD FILE NAME	



PRELIMINARY
CAG #6 - MAY 15, 2014

STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
PLOT SCALE = 100.0000' / 1"	DRAWN -	REVISED -
PLOT DATE = 5/6/2014	CHECKED -	REVISED -
	DATE -	REVISED -

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

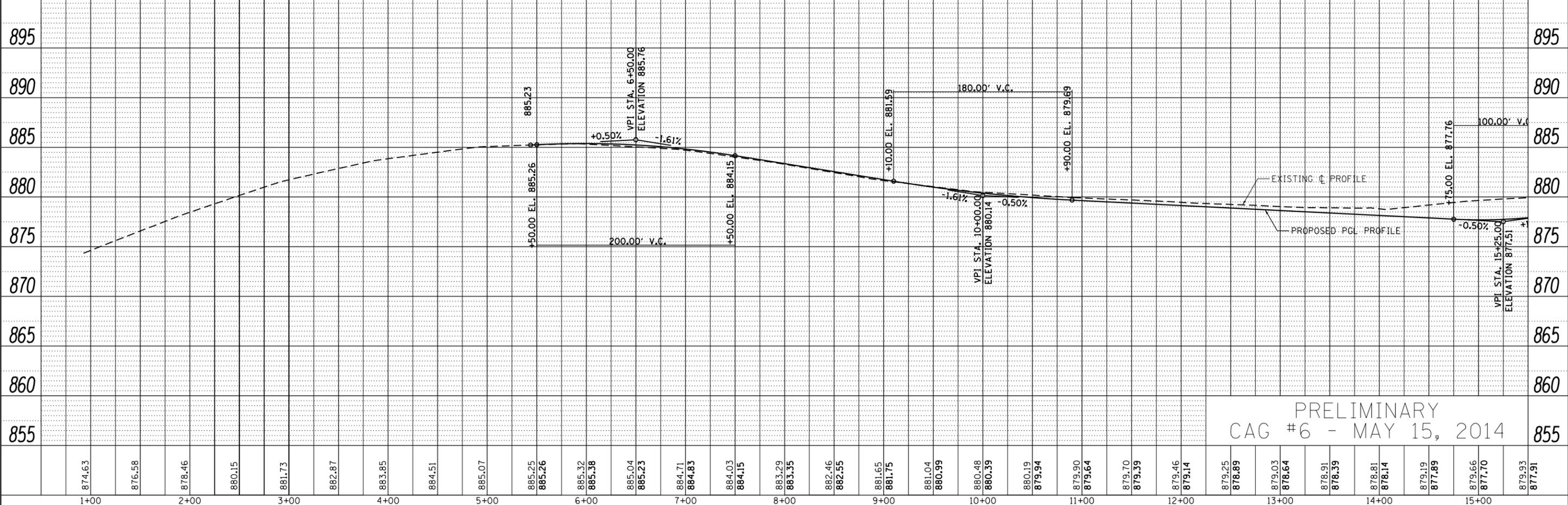
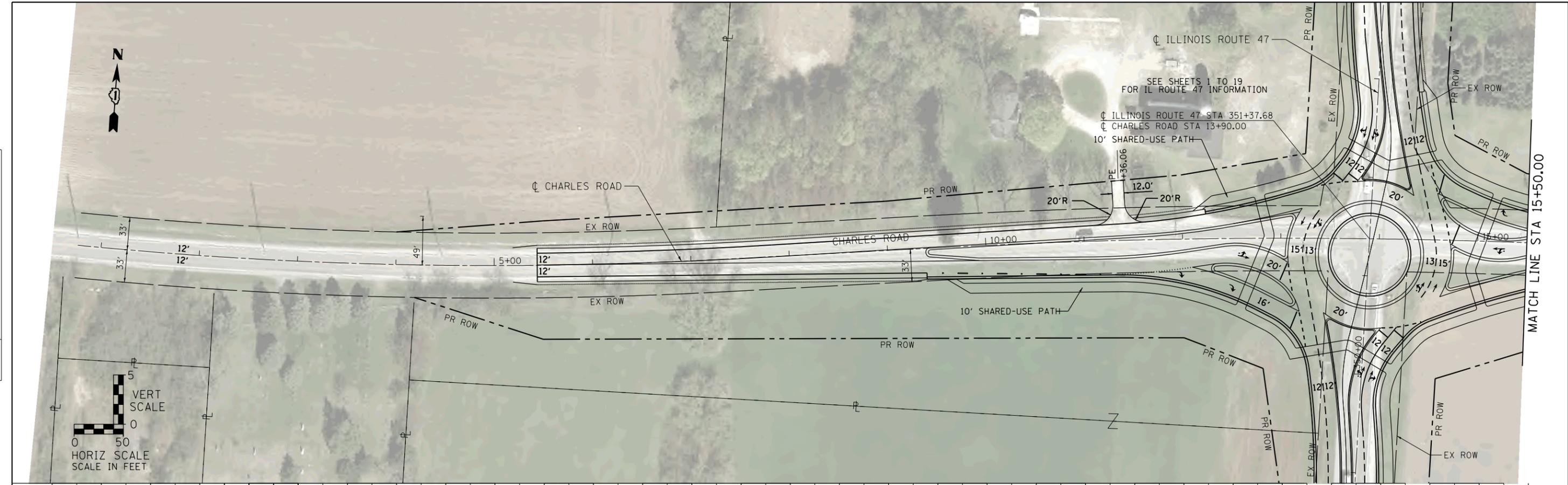
PLAN & PROFILE
WARE ROAD
SCALE: 1" = 50'
SHEET OF SHEETS STA. TO STA.

F.A.P. RTE. 326	SECTION	COUNTY MCHENRY	TOTAL SHEETS 29	SHEET NO. 29
CONTRACT NO.				ILLINOIS FED. AID PROJECT

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	GRADES	
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PRELIMINARY
CAG #6 - MAY 15, 2014

STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

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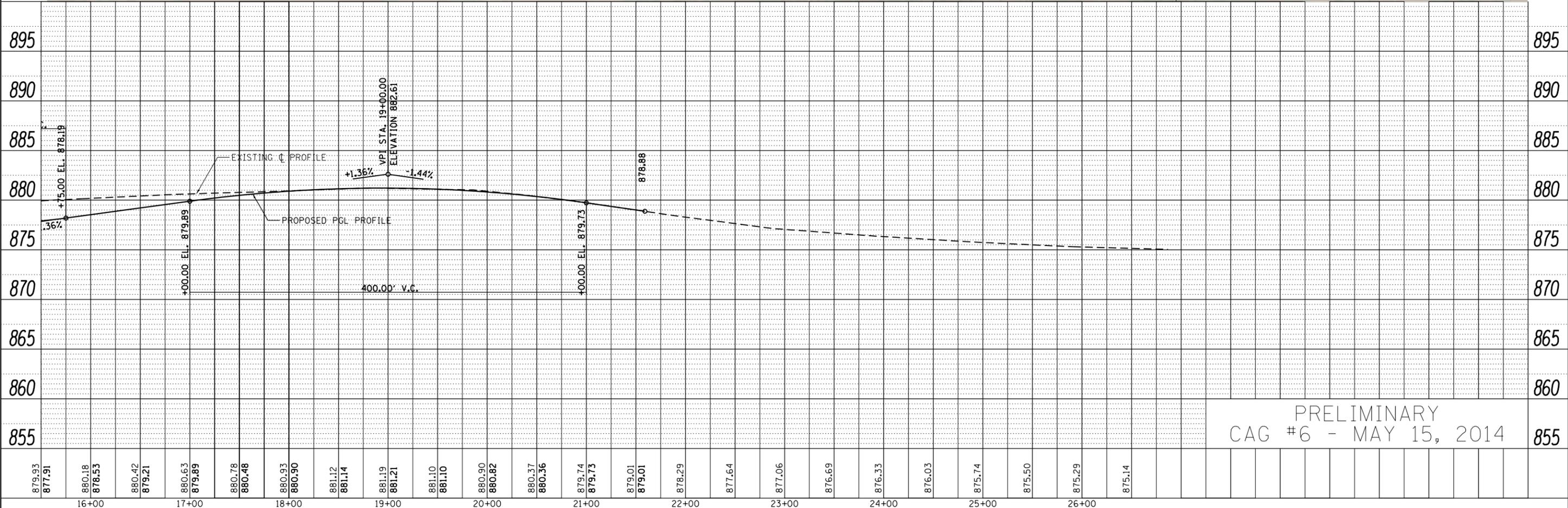
STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

PLAN & PROFILE	
CHARLES ROAD	
SCALE: 1" = 50'	SHEET OF SHEETS
STA. TO STA.	

F.A.P. RT. 326	SECTION	COUNTY	TOTAL SHEETS	SHEET NO. 30
		MCHENRY		
CONTRACT NO.				
ILLINOIS FED. AID PROJECT				

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PROFILE	SURVEYED	DATE
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	STRUCTURE NOTATIONS CHECKED	
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PRELIMINARY
CAG #6 - MAY 15, 2014

STRAND ASSOCIATES*
1170 SOUTH HOUBOLT ROAD
JOLIET, ILLINOIS 60431
(815) 744-4200

USER NAME = stever	DESIGNED -	REVISED -
PLOT SCALE = 100.0000' / in.	DRAWN -	REVISED -
PLOT DATE = 5/6/2014	CHECKED -	REVISED -
	DATE -	REVISED -

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

PLAN & PROFILE
CHARLES ROAD
SCALE: 1" = 50'
SHEET OF SHEETS STA. TO STA.

F.A.P. RTE. 326	SECTION	COUNTY MCHENRY	TOTAL SHEETS 31	SHEET NO. 31
		CONTRACT NO.		
ILLINOIS FED. AID PROJECT				



**City of Woodstock
City Council Retreat**

May 12, 2014

Infrastructure

Roundabouts



Department of Public Works
326 Washington Street
Woodstock, Illinois 60098
815/338-6118 ♦ Fax 815/334-2263
pruscko@woodstockil.gov
www.woodstockil.gov

To: Roscoe Stelford, City Manager
From: Paul R. Ruscko, Public Works Director
Re: Modern Roundabouts
Date: May 8, 2014

A modern roundabout is a circular intersection where drivers travel counterclockwise around a center island. There are no traffic signals or stop signs in a modern roundabout. Drivers yield at entry to traffic in the roundabout, then enter the intersection, and exit at their desired street.

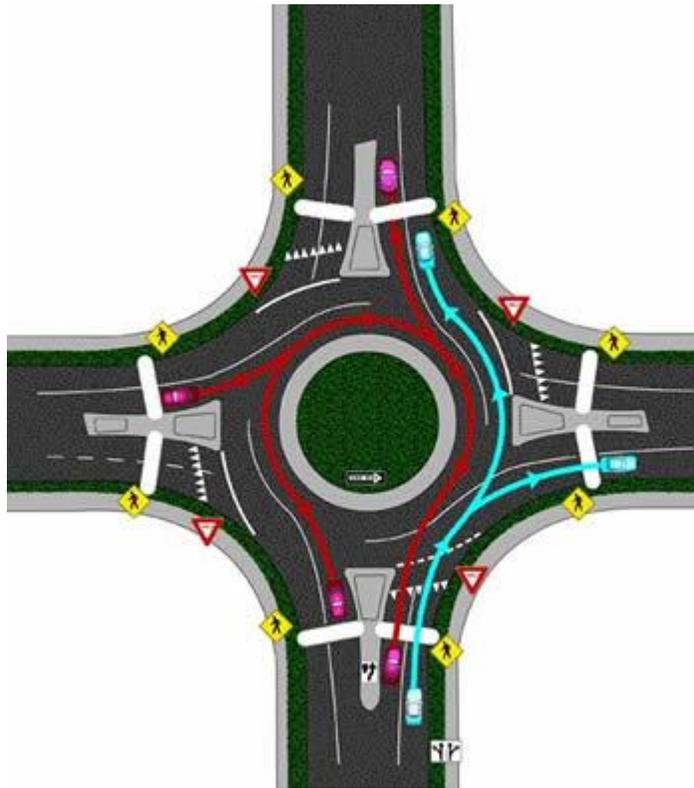
Modern roundabouts are different from rotaries and other traffic circles. For example, roundabouts are typically smaller than the large, high-speed rotaries still in use in some parts of the country. In addition, roundabouts are typically larger than neighborhood traffic circles used to calm traffic. Traffic engineers recognized the deficiencies associated with traffic rotaries and circles, and incorporated slower speeds and "yield on entry" into modern roundabouts.

According to the Insurance Institute for Highway Safety, Highway Loss Data Institute:

- Roundabouts are a safer alternative to traffic signals and stop signs. The tight circle of a roundabout forces drivers to slow down, and the most severe types of intersection crashes - right-angle, left-turn and head-on collisions - are unlikely.
- Roundabouts improve traffic flow and are better for the environment. Research shows that traffic flow improves following conversion of traditional intersections to roundabouts. Less idling, in turn, reduces vehicle emissions and fuel consumption.
- Roundabouts generally are safer for pedestrians. Pedestrians walk on sidewalks around the perimeter and cross only one direction of traffic at a time. Crossing distances are relatively short, and traffic speeds are lower than at traditional intersections.
- A modern roundabout should not be confused with traffic rotaries or circles, which are much larger, with higher speeds and multiple lanes for entering and exiting. As traffic volumes increase, collisions and traffic jams can occur because vehicles are not required to yield to traffic before entering.

“Rules of the Road” for driving modern roundabouts

- **Slow Down:**
Driving speeds in roundabouts are 20 m.p.h. or less.
- **Lane Choice:**
Drivers must make the appropriate lane choice, based on their destination, prior to entering a multi-lane roundabout. As in a standard intersection, use the left lane to make left-turns, U-turns, or straight-ahead movements; use the right-lane to make right-turns or straight-ahead movements. Never change lanes, pass, or overtake another vehicle after entering a roundabout.
- **Yield Principle:**
When preparing to enter a roundabout, yield to all traffic in all lanes already circulating within the roundabout.
- **Large Vehicles:**
Give special consideration to trucks, trailers, and other large vehicles. Never pass or drive adjacent to large vehicles within a roundabout.
- **Emergency Vehicles:**
Do not impede emergency vehicles. If you are within a roundabout when an emergency vehicle approaches, move through, exit, and then pullover.



Reviewed and Approved by:

Roscoe C. Stelford III
City Manager



**City of Woodstock
City Council Retreat**

May 12, 2014

**Infrastructure
Capital Improvements - Streets**



Department of Public Works
326 Washington Street
Woodstock, Illinois 60098
815/338-6118 ♦ Fax 815/334-2263
pruscko@woodstockil.gov
www.woodstockil.gov

To: Roscoe Stelford, City Manager
From: Paul R. Ruscko, Public Works Director
Re: **Street Resurfacing**
Date: May 8, 2014

The Annual Street Resurfacing Program is one of the most important projects the City undertakes each year to continue to provide a quality street system for the City's residents. The provision of an adequate system of roadways is a basic function of municipalities; it directly impacts the livability and economic development of the community. It is imperative that the City continue to fund these programs which revitalize neighborhoods, helps to restore pride of ownership, and promotes a vision of prosperity. Equally important is that our residents expect the City to be able to provide adequate funding for the necessary maintenance and repair of the street in front of their home and the streets that they travel every day. A quality customer-service program must include funding for annual street resurfacing and maintenance.

Currently, the City has approximately 125 centerline miles of streets that are the responsibility of the City for repair and maintenance. To achieve even the minimal amount of street maintenance work that is expected by our residents, the City should be completing reconstruction and maintenance of all streets at least once every 20 years. That would average approximately six to seven centerline miles per year or almost double what is currently completed on an annual basis.

The amount of funds available for road resurfacing is inadequate for the road resurfacing model that we are currently operating under. Therefore, we need to take a step back and reevaluate our future approach to road resurfacing and pavement maintenance.

First we need a clear picture of the current pavement conditions on the streets throughout the City. This information will be utilized to develop and implement a pavement management program. This program will allow us to make more informed decisions on prioritizing pavement maintenance and repairs. This information will also aid in determining the best method or course of action for each segment of pavement. From this we should develop a feasible 5-year pavement maintenance plan. This plan will then provide guidance and the forecasting needed to address underground utility issues before a road segment is resurfaced.

Second we need to implement and conduct preventative maintenance. This includes crack sealing City streets. This is an important maintenance activity that is used on streets that are in good condition. Cracks need to be sealed to reduce future pavement problems. Crack sealing is a preventive maintenance measure that, when applied correctly, extends the life of the pavement.

Third we need to investigate and evaluate other approaches to road resurfacing. This includes evaluating in-sourcing versus outsourcing the labor and equipment or partnering with other government agencies in order to complete road resurfacing projects. Outsourcing road resurfacing and patching work to a paving contractor results in having to pay prevailing wage and profit. The City should also consider other pavement materials and paving methods such as roller compacted concrete, thin whitetopping, microsurfacing, cold-in-place recycling, hot-in-place recycling, etc.

Having a solid pavement maintenance plan, consistently conducting preventative maintenance, utilizing other pavement materials, and embracing other paving methods will help the City get closer to providing the minimal amount of street maintenance work that is expected by our residents and business owners.



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager



**City of Woodstock
City Council Retreat**

May 12, 2014

Infrastructure

Water Meters

Memo

To: Roscoe Stelford, City Manager
From: Paul Christensen, Finance Director
Paul Ruscko, Public Works Director
Date: May 8, 2014
Re: Meter Replacement & Testing Program

Two programs are being established to address water meter accuracy and efficiencies throughout the City of Woodstock. The first is a large meter testing program. Under this program approximately 15 of the largest meters as determined by usage that have not been recently tested would be selected for testing each fiscal year. This service would be contracted out due to the special equipment needed to complete this testing.

The goal of this program is to identify meters that are “running slow.” This is a common problem, since as water meters age the internal parts begin to wear out causing inaccurate meter readings. As a result, these meter readings are almost always in favor of the customer, meaning more water has gone through the meter than is registering. This testing program is relatively inexpensive, currently budgeted at \$5,000, and often can have a significant impact on revenue if even one large meter is found to be in need of repair.

One of the considerations that will ultimately need to be addressed is the ownership of the large water meters. As it currently stands, large meters (typically greater than 1.5”) are owned and are to be maintained by the property owner. Implementing a testing program has its challenges. However, it will definitely not be well received if we test the meter, find that it is “running slow,” and then tell the property owner that they have to pay for meter repairs or a new meter, which ultimately equates to a higher utility bill. In order to alleviate this problem, staff is recommending that if a meter is found to be faulty, the repair would be done at the City’s expense. This change is not anticipated to cost the City a great deal of money since when a meter is found to be inaccurate, it often can be fixed for around \$500. In addition, the increase in revenue generated from an accurate meter will often pay for this repair in less than one month.

A second program is being setup to replace all the manual-read residential-size meters throughout the City. While this program is not expected to have a noteworthy impact on revenue, it will significantly reduce the amount of labor required to read meters throughout the city when completed.

The plan is to utilize in-house staff to replace the meters. Meter replacement dates would be available five days a week and will include an option for a Saturday appointment once a month. It was decided to utilize in-house staff based on an analysis of the cost to complete the project versus the benefits.

While the major advantage of outsourcing the project is that it could be completed in about a year, the cost was felt to be prohibitive. Although some nominal additional revenue will be generated with the replacement of the new meters, it is not expected to be anywhere near the cost of this project. If all the meters are replaced using outsourced labor, total project costs are estimated to be more than \$1.6 million dollars. This is over \$900,000 more than the anticipated cost of completing the work using in-house labor. While there is definitely an opportunity cost when using in-house labor (i.e. employees are not available to complete other work/projects), it is felt that this cost is justified due to the large savings being generated in comparison with the alternative.

Presented below is the cost analysis between the two meter replacement approaches. Should there be any questions or concerns related to this approach, we look forward to discussing them at the Council retreat.

**City of Woodstock
Proposed Meter Replacement Program**

In House Installation:

Number of Meters	Avg. Cost of Meter	Avg. Cost of Installation	Total Cost	Time to Complete
3,500	\$225	\$0	\$787,500	5Years

Outsource Installation:

Number of Meters	Avg Cost of Meter	Avg Cost of Installation	Total Cost	Time to Complete
3,500	\$225	\$260	\$1,697,500	1Year



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager



**City of Woodstock
City Council Retreat**

May 12, 2014

Infrastructure

Public Works Site



Department of Public Works
326 Washington Street
Woodstock, Illinois 60098
815/338-6118 ♦ Fax 815/334-2263
pruscko@woodstockil.gov
www.woodstockil.gov

To: Roscoe Stelford, City Manager
From: Paul R. Ruscko, Public Works Director
Re: **Public Works Site**
Date: May 8, 2014

In FY07/08 the City Council had confirmed that the construction of a new Public Works facility was a high priority for the community. Subsequently, both the City Council and the City Administration moved toward completing the design, plans, and specifications for a 70,000 square foot facility which was to be constructed upon a parcel of land donated by Wells Manufacturing Company. A financing plan for the estimated \$12.9 million Public Works facility project, and the additional cost for the construction of Lake Shore Drive, was submitted to the City Council for their approval and included within the approved FY08/09 budget.

However, as a result of concerns about economic conditions, decreasing revenues, and the increase in annual debt that would result from this construction, the City Council determined in June 2008 to postpone the start of construction. In hindsight, that action to not move forward with the construction and to not incur the new debt starting in FY08/09 was monumental since any other decision would have been detrimental to the City's financial stability. Given the continuing financial challenges and steady decreases in revenue, the City would be in a worse financial position if the new debt had been committed. Although the need to improve facilities for Public Works operations and services remains a high priority, it will not be possible to fund the construction of a completely new facility anytime during the next 10 to 15 years based on economic conditions.

As an alternative to the original concept of constructing a new facility at a new location (with an estimated cost of \$12.9 million), in 2011 the City Council directed staff to evaluate the purchase of an existing building to provide additional space. Some sites and existing buildings were identified and evaluated, but presented unique challenges and concerns about the cost. One persistent issue is size. While the original plan called for a 70,000 square foot facility, it would be possible to reduce that foot print to reduce costs. Even considering a 50% reduction to the original size, there are very few existing sites and buildings available in any condition that include 35,000 to 40,000 square feet with adequate parking, additional land and space for salt storage, and suitable access for large trucks day and night. A second concern is the cost of completing a renovation. One possible building was identified that was formerly used for manufacturing. Although the building was clear span construction with open access, it still required extensive renovation to convert for Public Works' operations, storage of vehicles, proper floor drains and basins for cleaning, and office changes. It was determined that the cost of conversion would be at least 150% of the purchase price which did not make good economic sense.

Location is also a major consideration when comparing the purchase of an existing building versus the current location of the Public Works facility. The existing location at 326 Washington Street is difficult to compete with due to it being centralized within our municipal boundaries and immediately adjacent to the downtown business district. When crews are dispatched they can efficiently head in all directions to respond to residents' and business owners' needs. All of the potential relocation sites identified, thus far, are not centrally located and are remote relative to the downtown business district and City Hall.

Not one existing building at a single site has been found to meet the entire space needs for Public Works. In addition, the City determined that the additional expense of relocating the current facilities such as fuel storage, salt storage, and vehicle maintenance would be very costly and add even additional expense to the total project. The cost to relocate fleet maintenance space and facilities alone could add \$1.0 million to the building project. If the City moved forward to purchase an existing building to provide Public Works space it would be most likely that some operations and services would have to be kept at the existing site for some amount of time. That would require operations, employee resources, supervision, vehicle and equipment resources to be separated, and potentially vehicle storage in one location and fueling at a different location. In summary, to purchase and use an existing building, it is most likely that the City would still have to rely on the property at 326 Washington Street, and at the same time, Public Works' operations would have to be separated for some duration. This separation would reduce efficiency and increase costs.

Based on this due diligence process, the City Administration recommends that the City invest funds at the current Public Works' location, improve the existing site, and expand the Public Works buildings. Having Public Works' resources at one central location is an important part of providing prompt and quality services to the community.

Three attachments have been included for reference:

- Exhibit A – Aerial of existing Public Works site with City owned property (excluding Metra lot) outlined in orange.
- Exhibit B – Aerial of existing Public Works site with conceptual expansion of building shown in red.
- Exhibit C – Plan view of existing Public Works building with conceptual expansion of building shown in red.

Keep in mind that Exhibits B & C are very conceptual in nature and will change, but they are consistent with the scope and costs that have been contemplated in the 5-Year CIP planning document.



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager



EXHIBIT B





**City of Woodstock
City Council Retreat**

May 12, 2014

Budget Format

Memo

To: Roscoe Stelford, City Manager
From: Paul N. Christensen, Finance Director
Date: May 8, 2014
Re: Revised Budget Formats

A preliminary review of other municipalities' budgets has been conducted to determine if a different budget format would better fit our needs versus the current budget utilized by the City. While no version found was determined to be perfect, a number of budgets were discovered that with some modification could work very well for the City.

The search began by reviewing budgets that have received the Distinguished Budget Award from GFOA. After selecting the better-prepared budgets, the Finance Department Staff along with Department Directors were solicited to review the selected budgets and give their input. After this review, two budgets stood out as a good platform on which to base the development of future City budgets. The two selected budgets were the Village of Algonquin and the Village of Lake in the Hills. Copies of the Police Department Budget for these two communities has been attached.

While neither one of these budgets was perfect, with some modifications, they should meet the City of Woodstock's needs. Some of the advantages that both these budgets contain are as follows:

- Graphically both budgets were presented in a very professional manner with consistent colors throughout.
- Budgets were presented in a precise and easy-to-read format.
- Significant amounts of tables and graphs were included to help the reader better understand the material.
- Organization of budget material made sense and flowed very well.

Whichever format is selected, I would recommend that some version of the Algonquin's capital outlay section be used. The Village of Algonquin's CIP section did a remarkably good job of providing a basic description for each CIP project along with adding pictures to better help the reader understand the project. I would also recommend that line item descriptions from our current budget be included in the new version as this is one of the strengths from the current budget format. While many of these descriptions likely should

be shortened and presented in a more concise manner, they do give readers and users of the budget a good baseline for the purpose of each account. The City Administration would recommend including this detail in a separate section at the back of the document.

It is also important to remember that while changes can be made to these formats, certain elements must remain within the document in order for the City of Woodstock to continue to receive the GFOA Distinguished Budget Award. Some of these elements are organization-wide strategic goals, consolidated revenues and expenditures, fund balance discussion with major changes described, detailed information on major revenues, along with a detailed capital outlay descriptions. While this is only a partial list of the items needed, it does show some of the information that is required.

If Council determines that neither of these formats represents a good starting point, the City Administration would be happy to explore further options, based on identifying priorities and providing further direction. In addition, it would be helpful for the City Council to provide input regarding additional information currently available within the City's Budget that is utilized and/or considered valuable during the review process. I will be available to answer any questions or concerns at the City Council retreat.



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

Police Department

Service Area Description

The Algonquin Police Department provides professional and ethical law enforcement to our residents, businesses, and visitors, promoting a proactive approach to reducing crime, improving quality of life, and making our community safe.



The Police Department supports the Village of Algonquin’s mission by:

- Maintaining the Village’s Revenue Base.
- Maintaining the Public’s Health, Safety, and Welfare through a Well-Trained and Dedicated Staff.
- Promoting Programs with a Conservation Focus.

Personnel Summary

No new personnel budgeted for FY 14/15.

Personnel Schedule	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	Change
Chief	1.0	1.0	1.0	1.0	1.0	-
Deputy Chief	2.0	2.0	2.0	2.0	2.0	-
Technical Services Manager	1.0	1.0	1.0	1.0	1.0	-
Sergeant	7.0	7.0	7.0	7.0	7.0	-
Detective Sergeant	1.0	1.0	1.0	1.0	1.0	-
Officer	38.0	38.0	38.0	38.0	38.0	-
Secretary	2.0	2.0	2.0	2.0	2.0	-
Records Clerk	3.0	3.0	3.0	3.0	3.0	-
Community Service Officer	4.0	4.0	4.0	4.0	4.0	-
Crossing Guard	1.0	1.0	1.0	1.0	1.0	-
Total Full-Time Equivalent Positions	60.0	60.0	60.0	60.0	60.0	-
<i>Full-Time Employees</i>	<i>59</i>	<i>59</i>	<i>59</i>	<i>59</i>	<i>59</i>	<i>-</i>
<i>Part-Time Employees</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>4</i>	<i>-</i>

FY 13/14 Accomplishments

The following list provides a status update for departmental objectives outlined in the FY 13/14 budget document and other tasks completed during the fiscal year. The status list is current as of the date this document was published.



Complete

- Joined Illinois Attorney General’s Internet Crimes Against Children Task Force.
- Participated in DEA Drug Take-Back program.
- Entered into agreement with Centegra Health Care Systems to implement a Mental Health Liaison Program and have implemented training.
- Installed and implemented a digital In-Car Video System in all squad cars.



Near Completion

- N/A



Not Complete

- N/A

FY 14/15 Objectives

Guiding Principle #5: Continue to Allocate the Necessary Resources for the Maintenance of the Public's Health, Safety, and Welfare through a Well-Trained and Dedicated Staff

- Provide Forensic Interview Training for appropriate officers.
- Participate in the Illinois Chiefs of Police Association and the International Association of Chiefs of Police Traffic Safety Challenge.
- Maintain proficiency of personnel through training.
- Continue to utilize and expand the use of systems to disseminate important public safety information and information about police department activities to the public.

Guiding Principle #6: Continue to Promote and Develop Programs with a Conservation Focus

- Participate in the DEA Drug Take-Back Program.

Performance Measures

The FY 14/15 budget document features performance measures related to the Village's Guiding Principles to assist linking budgetary decisions to the intended outcomes determined by the Village Board. Output, efficiency, and outcome measures are used to provide a tangible link from Village services and strategies to the Guiding Principles. Aggressive targets are set during the budget process, not to determine success or failure, but to continuously improve service delivery and provide core services in the most cost-effective manner possible. Additional measures and strategies will be featured in subsequent budgets.

Guiding Principle #5: Continue to Allocate the Necessary Resources for the Maintenance of the Public's Health, Safety, and Welfare Through a Well-Trained and Dedicated Staff

Department Objective	Strategy/Measure	2011	2012	2013		2014
		Actual	Actual	Target	Actual	Target
Change driving behavior of motorists who disobey traffic control devices at all controlled intersections.	Crashes at controlled intersections	61	67	60	62	TBD
	Crashes at red light camera-enforced intersections	31	25	36	19	TBD
Enforce traffic regulations to facilitate the smooth flow of vehicular and pedestrian traffic throughout the Village.	Traffic Accident Fatalities	1	0	0	0	TBD
	Hit and Run Traffic Accidents: Property Damage	60	53	Output	68	Output
	Hit and Run Traffic Accidents: Personal Injury	7	3	Output	7	Output
	Traffic Accidents: Property Damage	536	556	Output	530	Output
	Traffic Accidents: Personal Injury	85	98	Output	103	Output
	Traffic Accidents: Occurring on Private Property	222	153	Output	143	Output
Protect the safety and welfare of the public.	Part I Crimes ¹	552	530	Output	539	Output
	Part II Crimes ²	1,936	1299	Output	1,177	Output
	Service and Activity Calls	15,507	15,495	Output	14,381	Output

Notes:

¹ – Includes homicide, rape/sexual assault, robbery, aggravated battery, burglary, motor vehicle theft, theft, and arson.

² – Includes battery, assault, deceptive practices, criminal damage/trespass, sex offenses, offenses involving children, liquor/drug offenses, serious motor vehicle offenses, and disorderly conduct.

Police Department

Expenditures

			FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Budget	FY 14/15 Budget
Personnel							
01200200	41103	IMRF	\$ 50,068.72	\$ 52,767.42	\$ 55,686.24	\$ 58,100.00	\$ 66,200.00
01200200	41104	FICA	348,581.83	362,203.58	373,197.84	398,500.00	412,500.00
01200200	41105	Unemployment Tax	5,381.70	4,502.34	4,215.64	4,800.00	4,800.00
01200200	41106	Health Insurance	541,350.16	578,046.57	606,007.36	678,000.00	737,000.00
01200200	41110	Salaries	498,761.87	516,145.06	527,353.93	506,000.00	583,000.00
01200200	41120	Salary-Sworn Officers	3,994,279.39	4,122,018.99	4,255,633.73	4,397,000.00	4,473,000.00
01200200	41122	Salary - Crossing Guards	16,650.00	15,840.00	17,164.50	17,500.00	17,500.00
01200200	41140	Overtime	176,799.02	236,317.55	222,479.81	288,500.00	295,700.00
01200200	41102	Pension Contribution Expense	916,348.59	937,750.40	978,923.10	1,025,000.00	1,179,000.00
Subtotal			\$ 6,548,221.28	\$ 6,825,591.91	\$ 7,040,662.15	\$ 7,373,400.00	\$ 7,768,700.00
Contractual Services							
01200200	42210	Telephone	\$ 34,018.45	\$ 34,816.99	\$ 43,794.87	\$ 45,325.00	\$ 45,500.00
01200200	42211	Natural Gas	141.40	733.76	-	2,000.00	1,500.00
01200200	42212	Electric	-	649.31	352.29	600.00	600.00
01200200	42215	Repeater Lines	19,323.97	22,206.19	25,666.77	26,000.00	32,000.00
01200200	42230	Legal Services	62,033.98	67,848.48	67,195.41	55,000.00	60,000.00
01200200	42234	Professional Services	1,283.31	964.35	3,427.04	6,925.00	12,000.00
01200200	42242	Publications	1,325.48	965.67	121.25	2,940.00	2,900.00
01200200	42243	Printing & Advertising	2,642.22	1,575.18	1,690.22	3,000.00	3,000.00
01200200	42250	SEECOM	569,394.36	560,120.88	576,612.38	590,000.00	590,000.00
01200200	42270	Equipment Rental	4,374.22	1,922.02	6,071.93	6,450.00	7,850.00
01200201	42272	Lease Payments	3,093.48	1,761.48	1,589.04	1,860.00	1,875.00
01200200	42300	Traffic Light Enforcement	245,667.87	215,525.25	191,800.96	196,000.00	184,000.00
Subtotal			\$ 943,298.74	\$ 909,089.56	\$ 918,322.16	\$ 936,100.00	\$ 941,225.00
Supplies & Materials							
01200200	43308	Office Supplies	\$ 8,468.07	\$ 8,127.93	\$ 10,091.04	\$ 9,500.00	\$ 9,500.00
01200200	43309	Materials	20,541.39	19,854.69	21,504.92	28,000.00	30,460.00
01200200	43317	Postage	2,641.68	3,065.24	2,759.49	3,000.00	3,000.00
01200200	43320	Tools, Equipment & Supplies	1,529.00	14,393.82	28,369.62	7,055.00	6,730.00
01200200	43332	Office Furniture & Equipment	7,982.78	13,649.00	8,821.60	26,325.00	10,800.00
01200200	43340	Fuel	95,448.00	109,746.07	111,460.63	119,630.00	117,500.00
01200200	43364	D.A.R.E./Community Programs	317.96	641.08	179.00	1,500.00	1,500.00
Subtotal			\$ 136,928.88	\$ 169,477.83	\$ 183,186.30	\$ 195,010.00	\$ 179,490.00
Maintenance							
01200200	44420	Vehicle Maintenance(S)	\$ 117,485.27	\$ 140,071.17	\$ 135,564.22	\$ 158,500.00	\$ 142,500.00
01200200	44421	Equipment Maintenance (S)	12,164.24	11,699.49	12,494.03	13,500.00	15,000.00
01200200	44422	Radio Maintenance	627.50	5,093.45	2,914.80	4,000.00	5,750.00
01200200	44423	Building Services(S)	114,097.15	154,166.29	151,759.72	162,000.00	126,250.00
01200200	44426	Office Equipment Maintenance	10,380.54	12,046.19	9,637.44	12,040.00	8,135.00
Subtotal			\$ 254,754.70	\$ 323,076.59	\$ 312,370.21	\$ 350,040.00	\$ 297,635.00
Capital Expenditures							
01200200	43335	Vehicles & Equipment	\$ 57,356.32	\$ 43,994.00	\$ 61,994.00	\$ 44,000.00	\$ 58,000.00
01200200	45590	Capital Purchase	20,197.00	-	-	-	-
01200200	45597	Capital Lease Payments	-	-	-	24,000.00	24,000.00
Subtotal			\$ 77,553.32	\$ 43,994.00	\$ 61,994.00	\$ 68,000.00	\$ 82,000.00
Other Charges							
01200200	47720	Board of Police Commissioners	\$ 375.00	\$ 1,005.00	\$ 429.00	\$ 500.00	\$ 10,500.00
01200200	47730	Emergency Service Disaster	8,101.97	7,497.23	7,827.98	9,950.00	9,950.00
01200200	47740	Travel/Training/Dues	13,735.33	20,652.79	19,522.48	25,000.00	25,000.00
01200200	47760	Uniforms & Safety Items	17,455.72	28,196.92	25,178.09	45,000.00	45,000.00
01200200	47770	Investigations	149.83	(89.42)	792.07	2,000.00	2,000.00
Subtotal			\$ 39,817.85	\$ 57,262.52	\$ 53,749.62	\$ 82,450.00	\$ 92,450.00
Police Total			\$ 8,000,574.77	\$ 8,328,492.41	\$ 8,570,284.44	\$ 9,005,000.00	\$ 9,361,500.00

(S) indicates those line items that reimburse the Internal Service Funds. Grounds Maintenance is now covered under Building Services.

Enterprise Time & Attendance Software – Multidepartmental (900)



Capital Purchase:	\$68,800
FY 14/15 Total:	\$68,800

Project Description:
 General Services Administration staff will implement new enterprise time and attendance management software. The new systems will consolidate existing systems and allow for better integration. The total cost of the purchase is \$80,000 with the remainder budgeted in the Water/Sewer Operating Fund.

Impact on Operations: Consolidation of disparate legacy systems is anticipated to improve operating efficiencies.

Village Board Audio/Video Replacement – Multidepartmental (900)

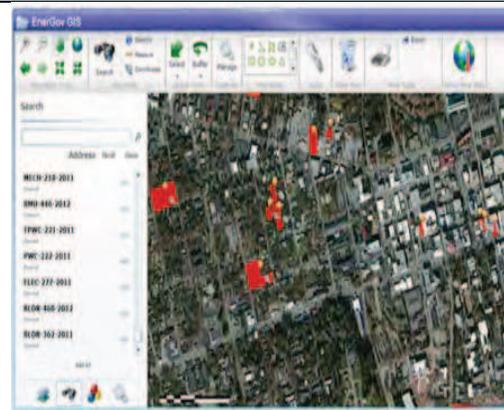


Capital Purchase:	\$51,600
FY 14/15 Total:	\$51,600

Project Description:
 The Information Systems Division will replace the audio components in the Village Board Room at the Ganek Municipal Center. The system is original to the building and has experienced several service tickets in recent years. Additionally, video presentation components are also proposed. The total project cost is \$60,000 with the remainder of the balance budgeted in the Water/Sewer Operating Fund.

Impact on Operations: No impacts on operations in FY 14/15.

Asset Management Software – Water Division (700)



Capital Purchase:	\$40,750
FY 14/15 Total:	\$40,750

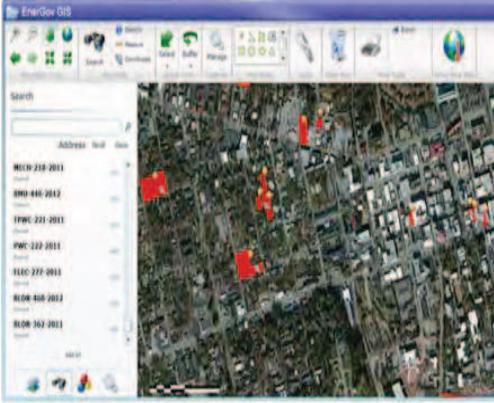
Project Description:
 Asset Management software is proposed for FY 14/15. The software will track infrastructure assets and allow for a more streamlined work flow process. The aforementioned value is only this cost centers allocation. Total purchase price is \$262,800.

Impact on Operations: Consolidation of disparate legacy systems is anticipated to improve operating efficiencies.

Vehicle 816 Replacement – Water Division (700)

	Capital Purchase:	\$50,000
	FY 14/15 Total:	\$50,000
	Project Description:	
<p>The Public Works Utilities Division will purchase a replacement truck for a 2003 Ford F-350 which has exceeded its useful life.</p>		
Impact on Operations:	<p>The new vehicle will reduce costs in the Vehicle Maintenance (44420) and Fuel (43340) line-items. New vehicles are less susceptible to mechanical failures and are more fuel-efficient.</p>	

Asset Management Software – Sewer Division (800)

	Capital Purchase:	\$40,750
	FY 14/15 Total:	\$40,750
	Project Description:	
<p>Asset Management software is proposed for FY 14/15. The software will track infrastructure assets and allow for a more streamlined work flow process. The aforementioned value is only this cost centers allocation. Total purchase price is \$262,800.</p>		
Impact on Operations:	<p>Consolidation of disparate legacy systems is anticipated to improve operating efficiencies.</p>	

Sewer Camera Truck – Sewer Division (800)

	Capital Purchase:	\$60,000
	FY 14/15 Total:	\$60,000
	Project Description:	
<p>The Public Works Utilities (Water and Sewer) Division will purchase a new Dodge Sprinter truck. This truck will house existing camera equipment which is currently transported on a trailer for field work.</p>		
Impact on Operations:	<p>The additional vehicle will increase costs in the Vehicle Maintenance (44420) and Fuel (43340) line-items.</p>	

**VILLAGE OF LAKE IN THE HILLS
FISCAL YEAR 2014 ANNUAL BUDGET
POLICE ADMINISTRATION AND OPERATIONS NARRATIVE**



The Police Department is responsible for meeting the law enforcement needs of the community. In order to successfully meet this task, the Department is focused on 16 different categories that impact on the delivery of said services. The categories are general patrol, directed patrol, crime prevention, communications, community services, community relations, community resource referrals, criminal investigations, records, accident investigations, training, crime

scene services, evidence custodial services, employee relations, social services, and fiscal management.

Program Review

The daily activities of the Department are intended to effectively address the 16 focus categories as previously identified. During the 2013 fiscal year, the Department continued to face the challenge of maintaining the level of law enforcement service to the community that it has been accustomed, while at the same time dealing with fiscal realities in rebounding from what has been called the “Great Recession.” During this fiscal year, the Department operated under the restructured operational format implemented in the prior fiscal year, which specifically reduced the number of personnel assigned on a full-time basis to Crime Prevention and Investigations. With this, the Department realized a decrease in both Investigations and Crime Prevention activities.

As a snapshot, in terms of specific activity areas, based on current statistical trends, the Department is expecting by year end to realize a slight decrease in reports and slight increases in traffic arrests and traffic accidents. The Department is anticipating realizing significant increases in reported Motor Vehicle Thefts, Credit Card Frauds, Criminal Defacement, Child Custody Disputes, Intoxicated Subjects, and Animal Complaints. The Department is anticipating that at year end, significant decreases will be realized in reported Domestic Batteries, Burglaries, Theft Over \$300, Retail Thefts, DUI's and Burglar Alarms.

Maintain current level of service to the community

- The patrol division, with staffing losses in both sworn and the CSO positions, maintained the core level of services to the community during this fiscal year. This has been accomplished while giving up a substantial amount of patrol hours with two officers assigned to the McHenry County Drug Task Force. The officers all adjusted their daily patrol routines to pick up on ordinance enforcement.

VILLAGE OF LAKE IN THE HILLS
FISCAL YEAR 2014 ANNUAL BUDGET
POLICE ADMINISTRATION AND OPERATIONS NARRATIVE

Identify and implement traffic enforcement initiatives to enhance traffic accident prevention and investigations, specifically targeting personal injury accidents. Through methods implemented, the Department hopes to see a 3.5% reduction in traffic accidents, as compared to 2012.

- The Department will not see a 3.5% reduction in accidents as compared to 2012, but the efforts put forth to implement traffic enforcement initiatives and enhance traffic accident prevention and investigations was substantial.
- During 2013, the Department's Traffic Unit received and participated in the Illinois Department of Transportation's Sustained Traffic Enforcement Program (STEP). The program is designed to increase occupant protection usage and to reduce DUI through hire back enforcement. This program provides for participation in special enforcement campaigns such as "Click It or Ticket" and "Drive Sober or Get Pulled Over". This program includes up to ten (10) enforcement periods. During the 2013 campaign, which actually started in 2012, the Department participated in enforcement campaigns during Thanksgiving, Christmas, New Years, St. Patrick's Day, Memorial Day, Independence Day and Labor Day. The Department met and exceeded all enforcement requirements for the grant and obtained an increase in funding for FFY 2014. During 2013, the Department received \$16,889.04 and for FFY 2014 was awarded \$26,806.88. This represents a 58% increase in funding to enhance traffic enforcement initiatives.
- The Department continues to operate the Red Light Running program at the intersection of Randall Road and Acorn Street. The accident data at the intersection for the past eight years indicates since the implementation of the red light running system, the intersection is safer for the motoring public. Since implementation of the system, driving habits at the intersection have changed. Drivers are using more caution when approaching the intersection. The change in driver's behavior is motivated by the presence of the red light running system and obtaining renewal of the County permit was an important step in continuing the program.
- The Department's accident investigators obtained and were all trained on the Crash Zone software package. The software is designed to document serious accidents and crime scenes. The software was used to document the recent fatal pedestrian accident on Algonquin Road.

Analyze needs of the community to determine Community Relations and Crime Prevention programs that can be added, enhanced, or eliminated to maximize allocated resources

- The Lake in the Hills Explorers Post is a tremendous asset to the Village. The program provides leadership opportunities and challenges our young adults to become responsible citizens of their communities. The Division actively recruited this year and brought on (4) new members, bringing the Post up to a total of (18) active young adult members.
- Community Relations and Social Services has been an active participant in programs that address those formative years from middle school to high school. This year the Divisions committed to becoming an invested partner with Huntley Police Department in providing Teen Camp which helps youth make that transition to high school.
- This year the Department expanded its Senior Luncheon program and presented an Identity Theft presentation to the seniors provided by the State of Illinois Comptroller's Office.

VILLAGE OF LAKE IN THE HILLS
FISCAL YEAR 2014 ANNUAL BUDGET
POLICE ADMINISTRATION AND OPERATIONS NARRATIVE

Research and test the potential of increased mobile application use in the field to enhance effectiveness and ultimately decrease long term equipment

- The Department has been actively engaged with the various entities in a move to take our applications to the field in a more mobile capacity. The recommendation received after research from the IT consultant was to purchase the MS Surface Pro tablet and begin the testing of the use of the tablet in the squads. This will occur in the last quarter of the fiscal year.

Increase efforts to successfully address increased ordinance violations to raise compliance through voluntary means or enforcement methods. This will be accomplished through the hiring of an additional half-time CSO and a goal of realizing a 14% increase in ordinance citations as compared to 2012.

- The new C.S.O. was hired in September and at the time of this report, is still in training and has yet contributed to ordinance enforcement. The current full-time C.S.O. was reassigned to the Community Relations Division in July of this year and only contributed to ordinance enforcement activities for half of 2013. An emphasis has been placed on the Patrol Division to make a concentrated effort and aggressively increase ordinance enforcement when time permits and the Patrol Division is currently on pace to reach the 14% increase in ordinance violations. Along with the increased ordinance tickets, 10-Day violations are up 46% over 2012.

Initiate a multi-year service weapon replacement program with the goal of replacing one-third of the weapons each fiscal year for the next three years.

- The Department is anticipating this goal to be achieved in the fourth quarter of the fiscal year.

Continue to aggressively seek alternative funding and/or equipment grants for program enhancements without impacting local funding constraints

- The Department, because of the commitment to operating a Public Safety Answering Point (PSAP), was eligible for PSAP Reimbursement program from the ETSB. These funds will pay for specific costs associated with having this system and reduce impacting local revenues.

**VILLAGE OF LAKE IN THE HILLS
FISCAL YEAR 2014 ANNUAL BUDGET
POLICE ADMINISTRATION AND OPERATIONS NARRATIVE**

Goals and Objectives

- Maintain current level of law enforcement service to the community
- Successfully complete process through ILEAP and obtain accreditation for the first time in the history of the Police Department
- Analyze needs of the community to determine Community Relations and Crime Prevention programs that can be added, enhanced, or eliminated to maximize allocated resources
- Continue researching increased mobile application use in the field to enhance effectiveness and ultimately decrease long term equipment costs
- Increase efforts to successfully address ordinance violations to raise compliance through voluntary means or enforcement methods. This will be accomplished through the modification of the current half-time CSO to a full-time position and establishing a goal of realizing a 10% increase in ordinance violations enforcement actions.
- Continue the second phase of a multi-year service weapon replacement program with the goal of replacing one-third of the weapons each fiscal year for the next three years.
- Continue to aggressively seek alternative funding and/or equipment grants for program enhancements without impacting local funding constraints

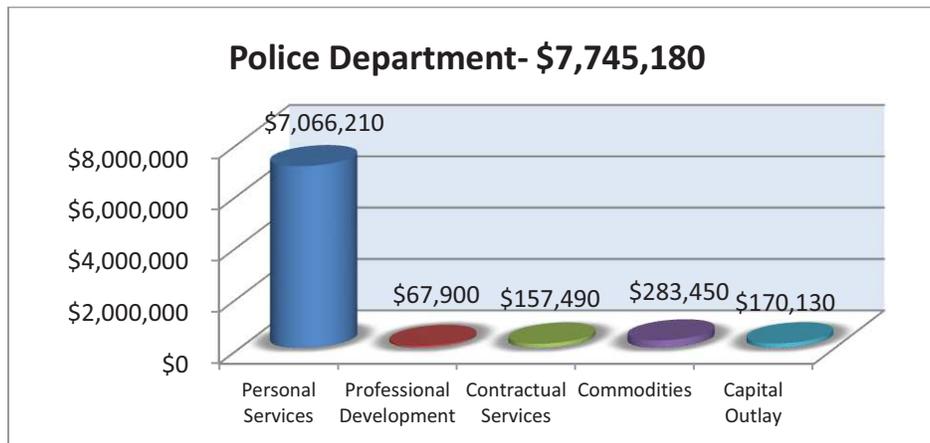
Performance Indicators

	<u>2010</u>	<u>2011</u>	<u>2012</u>	Estimated <u>2013</u>	Projected <u>2014</u>
Traffic Arrests	3,852	3,546	3,754	3,790	4,074
Traffic Accidents	674	656	596	635	633
DUIs	125	151	122	86	119
Investigation Case Workload	279	148	126	133	135
Investigations Cases Closed	200	188	83	99	123
Ordinance Citations	2,083	1,852	2,049	2,379	2,616
Reports Processed	15,815	13,584	13,632	13,395	13,357
Training Hours (external)	3,973	3,125	3,430	2,960	3,571
Social Services Case Contacts	836	819	816	719	793
Total Number of CPA Grads	417	444	462	480	498
Crime Prevention Meetings & Presentations	387	321	232	335	296
911 Calls Processed	12,623	12,264	12,700	12,360	12,487

Budget Highlights

The Department's budget has been developed with a focus on meeting the current level of service to the community while maximizing financial resources available. The emphasis in this budget is continued enhancement of operations utilizing and the acquisition of additional/replacement equipment to assist personnel in successfully meeting their assigned duties.

VILLAGE OF LAKE IN THE HILLS
FISCAL YEAR 2014 ANNUAL BUDGET
POLICE ADMINISTRATION AND OPERATIONS NARRATIVE



Personnel Summary

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Full Time Sworn Employees					
Chief of Support Services	1	1	1	1	1
Chief of Patrol Services	1	1	1	1	1
Sergeants	8	7	7	7	7
Patrol Officers	32	29	29	29	29
Full Time Civilian Employees					
Director of Police and Public Safety	1	1	1	1	1
Admin. Assistant	1	1	1	1	1
Communication Supervisor	1	1	1	1	1
Communications	8	9	9	9	9
Records Supervisor/Analyst	1	1	1	1	1
Records Clerk	3	3	3	3	3
Social Service Coord.	1	1	1	1	1
C.S.O.	1	1	1	1	1
Part-Time Employees					
Communications	1	1	1	1	1
C.S.O.	0	0	0	1	1
Seasonal Employees					
Crossing Guards	3	3	3	3	3

**VILLAGE OF LAKE IN THE HILLS
 FISCAL YEAR 2014 ANNUAL BUDGET
 POLICE ADMINISTRATION AND OPERATIONS NARRATIVE**

Capital Projects/Equipment

\$170,130

Project/Purchase: **Kenwood Portable Radios (3)**

Cost: \$4,680

Image:



Project/Purchase: **Kenwood Mobile Radios (2)**

Cost: \$4,800

Image:



Project/Purchase: **In-Car Video System**

Cost: \$4,500

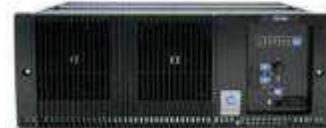
Image:



Project/Purchase: **Channel 3 Repeater**

Cost: \$17,200

Image:



Project/Purchase: **Cardiac Science AED (2)**

Cost: \$2,200

Image:



Project/Purchase: **Dispatch Copier**

Cost: \$10,000

Image:



Project/Purchase: **4 Dell Laptops**

Cost: \$4,000

Image:



Project/Purchase: **Power DMS Policy/ Procedure Software**
 Cost: \$7,500

Image:



**VILLAGE OF LAKE IN THE HILLS
FISCAL YEAR 2014 ANNUAL BUDGET
POLICE ADMINISTRATION AND OPERATIONS NARRATIVE**

Project/Purchase: **Advanced Telestaff
Scheduling Software**

Cost: \$10,250

Image:



Project/Purchase: **Chevrolet Tahoe PPV –
Rear Wheel Drive**

Cost: \$26,000

Image:



Project/Purchase: **Chevrolet Tahoe
Service Vehicle Package
4X4**

Cost: \$31,000

Image:



Ford Interceptor AWD (2)

\$48,000



**Village of Lake in the Hills
FY2014 Annual Budget**

	2010 Actual	2011 Actual	2012 Actual	2013 Estimate	2014 Adm. Rcm.	2014 Brd. Appvd.
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Police-Administration & Operations

Personal Services

210.41100	Salaries, Full-Time	4,191,381	4,065,271	4,240,773	4,236,700	4,569,130	4,569,130
210.41200	Salaries, Part-Time	5,432	17,542	23,287	35,180	40,160	40,160
210.41250	Salaries, Crossing Guards	8,925	10,080	8,850	8,350	10,800	10,800
210.41400	Salaries, Over-Time	93,481	123,809	130,331	120,000	124,800	124,800
210.42100	Employer Portion FICA	320,828	313,712	325,753	331,950	369,390	369,390
210.42200	IMRF - Benefit	108,058	116,651	116,127	121,890	136,310	136,310
210.42300	Employee Contrib. / Pension	911,955	961,269	933,611	913,030	1,018,940	1,018,940
210.42500	Employee Health Insurance	629,655	645,351	664,996	658,720	688,710	688,710
210.42700	Other Employee Benefits	73,798	61,652	94,288	80,400	107,970	107,970
	Total Personal Services	6,343,513	6,315,336	6,538,017	6,506,220	7,066,210	7,066,210

Professional Development

210.45100	Conferences, Schools, & Training	21,221	16,539	12,370	24,740	33,790	33,790
210.45200	Dues	2,804	2,823	3,036	4,590	4,930	4,930
210.45300	Publications & Subscriptions	2,332	4,936	5,330	5,730	8,140	8,140
210.45400	Travel Exp., Miles, Lodg., Meals	8,188	4,993	7,446	9,660	17,640	17,640
210.45500	Community Affairs, Meals-Awards	848	1,067	2,754	1,800	3,400	3,400
	Total Professional Development	35,393	30,357	30,936	46,520	67,900	67,900

Contractual Services

210.51400	Maintenance, Machinery/Equip	7,103	19,289	12,362	16,600	9,720	9,720
210.51450	Maintenance, ESDA Equipment	3,263	3,263	3,263	3,270	3,310	3,310
210.51500	Maint., Computers	8,025	6,928	4,528	2,490	7,540	7,540
210.51600	Maintenance, Vehicles	24,319	18,671	11,918	13,000	15,980	15,980
210.52400	Medical Services	618	920	959	1,200	1,440	1,440
210.52800	Other Professional Services	1,813	2,600	978	13,610	1,680	1,680
210.53400	Telephone	33,834	38,936	45,235	49,620	49,070	49,070
210.53500	Cable Provider Services	0	0	1,439	1,800	1,560	1,560
210.54100	Postage	4,840	4,162	4,783	5,060	4,600	4,600
210.54200	Publishing & Advertising	360	0	35	60	500	500
210.54300	Printing & Copying	6,620	6,570	3,562	3,580	4,080	4,080
210.54400	Rental Contracts	49,509	45,787	55,222	54,940	56,500	56,500
210.59900	Miscellaneous	792	1,602	1,596	1,400	1,510	1,510
	Total Contractual Services	141,095	148,727	145,878	166,630	157,490	157,490

Commodities

210.61400	Maint. Supply & Parts, Equipmt	0	1,340	56	3,590	2,710	2,710
210.61500	Maint. Supply & Parts, Computers	1,027	2,532	1,167	2,400	5,080	5,080
210.61550	Supplies/Parts-Software	1,641	70	185	150	500	500
210.61600	Maint. Supply & Parts, Vehicles	37,930	35,524	34,242	39,600	33,750	33,750
210.62100	Office Supplies	9,904	9,382	10,781	10,000	10,000	10,000
210.62200	Operating Supplies	40,966	33,378	34,308	73,140	60,000	60,000
210.62300	Fuel & Petroleum Supplies	110,778	142,094	145,965	140,000	142,700	142,700
210.62400	Uniforms & Protective Clothing	26,666	22,536	38,189	29,830	28,710	28,710
	Total Commodities	228,912	246,857	264,894	298,710	283,450	283,450

Capital Outlay

210.81400	Equipment	99,166	32,666	81,371	54,730	43,380	43,380
210.81500	Computer Hardware	5,527	3,463	10,354	4,240	4,000	4,000
210.81550	Computer Software	0	0	0	8,380	17,750	17,750
210.81600	Vehicles	0	91,586	103,245	111,800	105,000	105,000
	Total Capital Outlay	104,693	127,714	194,971	179,150	170,130	170,130

Total Police- Admin. & Operations Expenditures		6,853,605	6,868,991	7,174,696	7,197,230	7,745,180	7,745,180
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**City of Woodstock
City Council Retreat**

May 12, 2014

Employee Compensation Model

**Sick Leave Conversion
Health Insurance & Life Insurance
Compensation Study**

City of Woodstock Health Insurance Committee

1st Meeting – Tuesday, November 5th, 2013 – City Hall Conference Room

Agenda:

- ✓ City of Woodstock Plan History/2010 Health Insurance Survey
- ✓ May 1, 2013 Letter re: PPACA – Other forces at play in the equation
- ✓ Financial Considerations of Health Insurance at the City of Woodstock
- ✓ 2010 Comparison Information
- ✓ 2013 Comparison Information – May 2013 and July 2013
- ✓ Plan Design Comparison – Woodstock, State of IL, Government/Public Sector
- ✓ 2014 Woodstock Plan Design Intentions
- ✓ Role of the Health Insurance Committee Member
 - Education – provide info, resources, guidance
 - Communication
 - Assessment of employee acceptance of changes
 - Offer creative solutions to the issues at hand
 - Other?
- ✓ Discussion

City of Woodstock Health Plan History and 2010 Survey Points of Importance

- 2003 - Flexible Spending Account (FSA) implemented to provide employees with a pre-tax alternative to fund a separate savings account to be used for the payment of family medical expenses. The establishment of an FSA was the first step needed to successfully negotiate employee payroll deductions for both family and single coverage from the City's workforce.
- Twice since 2003 - modified the preferred provider, selecting PHCS in 2003 and then selecting Aetna in 2009. The conversion to Aetna resulted in larger in-network participation and savings generated from expanded discounts received from healthcare providers.
- May, 2005 - successfully negotiated the first employee family coverage contribution.
- March, 2009 - out-of-network reimbursement rates were lowered from 80% to 70% to provide further financial incentive to employees to encourage utilization of in-network providers. Since the inception of the new out-of-network reimbursement levels, the City has been able to achieve in-network utilization rates that exceed 90% expanding the level of discounts received for actual claims.
- May, 2009 - expanded employee contributions to include those employees with single coverage.
- 2010 Mandated Plan Changes – see May 1, 2013 Letter
- 2010 Survey Findings:
 - Deductibles - Based on the survey results, the City Administration will continue its efforts to increase employee deductibles to move the current benefit structure in line within the regional marketplace. With the exception of Loves Park, which does not have any deductible for in-network services, the City's health plan reports the lowest array of in-network deductibles among the survey participants. In the case of out-of network deductibles, the City's deductibles fall closer with the amounts charged by the other survey participants.
 - Wellness - Another industry trend is to place additional focus on wellness benefits. Only four respondents including the City of Woodstock currently offer wellness opportunities to their respective workforces. Of these four, only the City of Woodstock provides a financial incentive to participate within the wellness program.
- 2011 Employee Contributions - A significant increase in employee contributions were negotiated within the current labor agreement; however, the City's need to temporarily suspend merit increases on the non-represented workforce, resulted in the City Administration's recommendation to discontinue imposing the same level of employee contributions on the entire workforce.
 - **NOTEWORTHY:** *According to the KFF/HRET Survey, premium contributions by covered workers averaged 19% for single coverage and 30% for family coverage, a significant increase from the percentages reported in 2009 for both single and family coverage. The average monthly worker contributions are \$75 for single coverage and \$333 for family coverage. In 2010, covered workers on average contribute 19% of the premium for single coverage, a significant increase from 17% in 2009, and 30% of the premium for family coverage, up from 27% in 2009 (Exhibit 6.1). This is the first statistically significant increase since KFF/HRET began the survey in 1999.*



City of WOODSTOCK

Department of Human Resources
121 W. Calhoun Street
Woodstock, Illinois 60098
815/338-1172
fax 815/338-2264
humanresources@woodstockil.gov
www.woodstockil.gov

May 1, 2013

Dear Valued Employees:

Since 2008, every one of us has felt the impact of our country's unprecedented and extended economic decline. Through detailed analysis and sound fiscal planning, the City of Woodstock has maintained balanced budgets throughout this period, and remarkably ensured that City employees were not impacted by layoffs or furloughs. In recognition of employees' hard work during this challenging time, we have further made efforts in the last year to replace vacant positions, and provide both cost-of-living and merit increase opportunities.

However, just like every other employer in this country, the City is now faced with the difficult, time consuming and costly implementation of the unfunded Federal mandates relating to health insurance coverage as required by the Patient Protection and Affordable Care Act (PPACA). **While the intent of this legislation may be admirable, the reality is that the wide range of expanded plan coverage now required must be paid for by employers, and at a time when budgets and staffing resources are already greatly diminished.** In fact, many employers are discontinuing health coverage altogether, as paying the resulting fines is less expensive than continuing to offer the type of coverage now required.

As outlined below, the following mandates of PPACA—all of which are, or will be, reflected in the City's health plan—have therefore resulted in a significant health insurance premium/cost increase for the City of Woodstock. This unfortunately leaves us no alternative but to increase employee contributions, now and over the coming years; the initial increases will be reflected in the May 22nd paychecks. In addition, in an effort to minimize these anticipated future cost increases, various plan design options are also under review and will be shared as they are necessarily implemented.

Expanded coverage and changes already implemented in 2010, 2011, or 2012:

2010-

- *Dependent Children must be offered coverage up to age 26, regardless whether the child is employed, married, covered elsewhere, financially dependent on the employee, or a student.*
- *Pre-existing condition limitations may not be applied to children under the age of 19.*
- *Lifetime Dollar maximums are not permitted on coverage for essential health benefits.*
- *Annual Dollar maximums are raised on coverage for essential health benefits.*
- *Preventive Services (as outlined by DHHS) for all health plan participants must be covered at 100%, through in-network providers with no deductible or annual maximum.*

2011-

- *Employers must provide health plan participants with Summaries of Benefits Coverage (SBC's) that adhere to the Federal Department of Labor template, at the employer's cost.*
- *Annual Dollar maximums are again raised on coverage for essential health benefits.*
- *Fees imposed on pharmaceutical manufacturers and importers of name brand prescription drugs (these fees will likely be passed on to consumers).*

2012-

- *2.3% excise tax imposed on certain durable medical equipment (fees likely passed on to consumers).*

Changes effective in 2013:

- Preventive care coverage must include women's wellness services, including generic contraception.
- Employers must report total value of employee's health care coverage on W-2 in box 12.
- Reduce employees' allowances for FSA medical pre-tax contributions from \$5000 to \$2500 per year.
- Employers must pay fees on each enrolled person in their health plan for Patient Centered Outcomes Research Institute (PCORI).
- Employers must provide notices to employees about health care exchanges (Illinois' exchange is not yet active; this mandate may be delayed until 2014).

Changes effective in 2014:

- Annual Dollar maximums on coverage for essential health benefits are prohibited.
- Employers' plans must cover routine costs for patients in approved clinical trials.
- Certain plan design mandates are effective. Deductibles cannot exceed \$2,000 for single and \$4,000 for family coverage. Annual out of pocket maximums may not exceed the limits for high deductible health plans (2013 limits are \$6,250 for single and \$12,500 for family coverage).
- Financial incentive structure for Wellness Programs changes to more action/results based, and creates a sizeable differential between potential costs charged for tobacco users and non-tobacco users.
- Detailed reports on employee counts and hours and health insurance must be provided to the IRS.
- Pre-existing condition limitations are prohibited.
- Employers must offer all employees who work an average of 30 hours per week (over an annual period) "affordable" and "minimum value" health insurance, at the employer's expense.
- Health insurance exchanges will commence.
- All employers must contribute to a transition reinsurance fund on a per-insured person basis.

Changes effective in 2018:

- Employers who provide health plans that are too generous must pay a non-deductible 40% excise tax on the value of the plan coverage that exceeds prescribed limits. (Note: If the City of Woodstock does nothing to address the cost/value of our plan, we will be subject to this tax in the first year, resulting in tens of thousands of dollars, and hundreds of thousands of dollars in subsequent years.)

We have been extremely fortunate in the past, due to diligent health insurance cost control efforts by City Administration, to have been able to offer our full-time employees an excellent self-insured health coverage plan with very affordable premiums. As health insurance is far and away our most expensive employee benefit, and the cost control efforts used in the past can no longer keep pace with the PPACA mandates, we must enact increases in health insurance premiums; consider revising shared premiums for both single coverage and family coverage; review plan design changes to deductibles, co-pays, and other plan components; all in order to make our health insurance a sustainable benefit to our employees.

The City Administration is working diligently to develop additional Wellness and Health Education programs to encourage employees to become responsible participants in reducing our health insurance costs. This may include financial incentives for exercise and smoking cessation involvement, as well as informational sessions on how to research health conditions, effectively discuss issues with physicians, and compare medical costs, in order to make informed choices that can help reduce expenditures and therefore control our premium increases.

While we deeply regret the financial impact being made on our benefit programs, we count on your understanding and ask that you consider the numerous other positives City of Woodstock employment provides you. Please know that we do appreciate your continued patience, personal accountability, and respectful support as we look forward to meeting these health insurance challenges together.

Sincerely,

Roscoe Stelford, City Manager

Deb Schober, Human Resources Director

Health Insurance Comparison
Costs and Premiums for Comparable Municipalities as of July 25, 2013

Type of Coverage	Monthly Employee Premiums				Notes
	Single	Single+Spouse	Single+Kids	Family	
Woodstock - PPO + Dental					
Woodstock (2013 proposed)-Unit A	\$86.10	n/a	n/a	\$245.70	15%/capped
Woodstock (2013 proposed)-Unit B	\$114.79	n/a	n/a	\$327.60	20%/capped
Woodstock (2014 proposed)-Unit A	\$101.01	n/a	n/a	\$288.30	16%/capped
Woodstock (2014 proposed)-Unit B	\$126.27	n/a	n/a	\$360.36	20%/capped
Plan Design					
Woodstock Deductible-IN	\$200.00			\$600.00	
Woodstock Deductible-OUT	\$500.00			\$1,500.00	
OOPM (incl ded)-IN	\$600.00			\$1,700.00	
OOPM (incl ded)-OUT	\$1,800.00			\$5,100.00	
Four (4) classes of employee contributions (FOP-A, FOP-B, Local 150, Non-Union)					
Population 24,785 - starting pay \$49,761					
McHenry - PPO + Dental					
McHenry (2013)	\$27.21	\$130.17	\$123.38	\$222.16	6%-10% med, 6%-35% dent
McHenry (2014)	\$31.29	\$154.07	\$149.68	\$268.99	7%-11% med, 6%-35% dent
McHenry (2015)	\$35.98	\$177.18	\$172.13	\$309.35	8%-12% med, 7%-35% dent
Plan Design					
McHenry Deductible-IN	\$500.00			\$1,500.00	
McHenry Deductible-OUT	\$1,000.00			\$3,000.00	
OOPM (incl ded)-IN	\$1,500.00			\$4,500.00	
OOPM (incl ded)-OUT	\$3,000.00			\$9,000.00	
Employee Contributions are the same across all City employees					
Population 27,010 - starting pay \$53,478.21					
Huntley - PPO + Dental					
Huntley (eff 7/1/2012)-MAP	\$30.10	\$162.68	\$116.88	\$273.56	
Huntley (eff 7/1/2013)-MAP	\$35.10	\$189.84	\$136.38	\$319.22	Ee partially pd for by Huntley then 22% (2013) +1% yr thru 2016 (non-union =18%) - 16.7% inc in ins costs over 7/1/12-6/30/13 rates
Huntley (eff 7/1/2014)-MAP (estimated w/10% ins rate inc)	\$40.37	\$218.32	\$156.84	\$367.10	Ee partially pd for by Huntley, then 23% (2014) +1% yr thru 2016 (non-union =18%)
Plan Design					
Huntley Deductible-IN	\$500.00			\$1,500.00	
Huntley Deductible-OUT	\$1,000.00			\$3,000.00	
OOPM (incl ded)-IN	\$1,500.00			\$4,500.00	
OOPM (incl ded)-OUT	\$3,000.00			\$9,000.00	
Two (2) classes of employee contributions (MAP and non-union)					
Population 24,358 - starting pay \$54,470.00					
Cary - PPO + Dental					
Cary (eff 7/1/12)-FOP&Non-Union	\$71.06	\$148.33	\$144.08	\$222.16	16%
Cary (eff 7/1/13)-FOP&Non-Union	\$84.65	\$178.07	\$170.27	\$264.57	Now 17%, up from 2013 16% level, goes to 18% 5/1/2014. Costs increased by 12-14%.
Plan Design					
Cary Deductible-IN	\$250.00			\$750.00	80%/60%
Cary Deductible-OUT	\$500.00			\$1,500.00	
OOPM (incl ded)-IN	\$1,250.00			\$3,750.00	
OOPM (incl ded)-OUT	\$2,500.00			\$7,500.00	
Two (2) classes of employee contributions (FOP & Non-Union, SEIU) - Contract Reopener for Health Benefit Changes					
Population 18,281 - starting pay 45,595.00					

Health Insurance Comparison
Costs and Premiums for Comparable Municipalities as of July 25, 2013

Type of Coverage	Single	Monthly Employee Premiums			Notes
		Single+Spouse	Single+Kids	Family	
Algonquin - PPO + Dental + Vision					
Algonquin (calendar 2013)	FREE	\$140.37	\$141.47	\$216.21	15% for all but single, current contract negotiations place all at 15%, no FREE single
Plan Design					
Algonquin Deductible-IN	\$2,500.00			\$7,500.00	
Algonquin Deductible-OUT	\$5,000.00			\$15,000.00	
OOPM (incl ded)-IN	\$3,500.00			\$10,500.00	
OOPM (incl ded)-OUT	\$7,000.00			\$21,000.00	
Employee Contributions are the same across all City employees					
Population 30,145 - starting pay \$50,227.00					
LITH - PPO + Dental + Vision					
Lake in the Hills (eff 7/1/2012)	\$85.88	\$179.24	\$180.96	\$274.32	15% for PPO
Lake in the Hills (eff 7/1/2013)	\$84.74	\$176.10	\$195.76	\$283.90	15% for PPO (recent contract negotiations included language to clarify previous conversion from 0% contribution to what other employees pay)
Plan Design					
LITH Deductible-IN	\$500.00			\$1,500.00	
LITH Deductible-OUT	?			?	
OOPM (incl ded)-IN	\$3,800.00			\$11,400.00	
OOPM (incl ded)-OUT	?			?	
Employee Contributions are the same across all City employees					
Population 28,980 - starting pay \$49,778					



McHenry County

Department of Human Resources

2200 North Seminary Avenue ▪ Woodstock, IL 60098-2637

Phone: 815.334.4220 ▪ Fax: 815.334.4648

www.co.mchenry.il.us

Active Employees, County Board, Elected Officials,
Appointed Officials, FMLA, and First 12 Months Of Work Comp
Employee Premium Difference

Rates effective 07/01/13 through 06/30/14

HMO

		Old Employee	New Employee	
		Portion	Portion	Difference
Member Only	Monthly	\$51.40	\$59.92	\$8.52
	Payroll	\$25.70	\$29.96	\$4.26
Member +1	Monthly	\$131.60	\$161.16	\$29.56
	Payroll	\$65.80	\$80.58	\$14.78
Family	Monthly	\$184.06	\$223.02	\$38.96
	Payroll	\$92.03	\$111.51	\$19.48

PPO

		Old Employee	New Employee	
		Portion	Portion	Difference
Member Only	Monthly	\$86.64	\$90.98	\$4.34
	Payroll	\$43.32	\$45.49	\$2.17
Member +1	Monthly	\$333.02	\$349.66	\$16.64
	Payroll	\$166.51	\$174.83	\$8.32
Family	Monthly	\$429.68	\$451.16	\$21.48
	Payroll	\$214.84	\$225.58	\$10.74

Dental

		Old Employee	New Employee	
		Portion	Portion	Difference
Member Only	Monthly	\$5.44	\$5.70	\$0.26
	Payroll	\$2.72	\$2.85	\$0.13
Member +1	Monthly	\$17.18	\$18.02	\$0.84
	Payroll	\$8.59	\$9.01	\$0.42
Family	Monthly	\$23.28	\$24.40	\$1.12
	Payroll	\$11.64	\$12.20	\$0.56



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Active Employees, County Board, Elected Officials,
Appointed Officials, FMLA, and First 12 Months Of Work Comp

Rates effective 07/01/13 through 06/30/14

HMO

		Total Premium	Employee Portion	County Portion
Member Only	Monthly	\$599.28	\$59.92	\$539.36
	Payroll		\$29.96	\$269.68
Member +1	Monthly	\$1,151.14	\$161.16	\$989.98
	Payroll		\$80.58	\$494.99
Family	Monthly	\$1,486.80	\$223.02	\$1,263.78
	Payroll		\$111.51	\$631.89

PPO

		Total Premium	Employee Portion	County Portion
Member Only	Monthly	\$909.86	\$90.98	\$818.88
	Payroll		\$45.49	\$409.44
Member +1	Monthly	\$1,748.34	\$349.66	\$1,398.68
	Payroll		\$174.83	\$699.34
Family	Monthly	\$2,255.76	\$451.16	\$1,804.60
	Payroll		\$225.58	\$902.30

Dental

		Total Premium	Employee Portion	County Portion
Member Only	Monthly	\$57.06	\$5.70	\$51.36
	Payroll		\$2.85	\$25.68
Member +1	Monthly	\$90.14	\$18.02	\$72.12
	Payroll		\$9.01	\$36.06
Family	Monthly	\$122.04	\$24.40	\$97.64
	Payroll		\$12.20	\$48.82

City of Woodstock Benefit Comparison

PLAN OVERVIEW	City of Woodstock		Average			
	In-Network	Out-of-Network	State		Industry	
Plan Type	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Individual Deductible	\$200	\$500	\$750	\$1,500	\$500	\$1,000
Family Deductible	\$600	\$1,500	\$2,000	\$4,000	\$1,500	\$2,000
Plan Payment Level / Coinsurance	90%	70%	80%	60%	80%	60%
Individual Coinsurance Out-of-Pocket	\$600	\$1,700	\$2,500	\$5,500	\$2,500	\$4,000
Family Coinsurance Out-of-Pocket	\$1,800	\$5,100	\$6,550	\$15,000	\$5,000	\$9,000
Inpatient Hospital Deductible	none	none	\$250	No Data	\$250	No Data
Inpatient Hospital Services	90% after ded.	70% after ded.	80% after ded.	60% after ded.	80% after ded.	60% after ded.
Emergency Room (Facility Charges)	\$50 copay then 90%		\$150 copay then 100%		\$100 copay then 100%	
Office Visit Copay (PCP/SP)	90% after ded.	70% after ded.	\$20 / \$40	60% after ded.	\$20 / \$25	60% after ded.
Preventive Care (Wellness Visits)	100%	Not Covered	100%	60% after ded.	100%	60% after ded.
Prescription Drugs (Retail)	\$10 / \$20 / \$40		\$10 / \$30 / \$50		\$10 / \$30 / \$50	
Prescription Drugs (Mail Order)	\$16 / \$38 / \$64		\$20 / \$60 / \$100		\$20 / \$60 / \$100	
CONTRIBUTIONS						
Per Pay Period						
Single			\$44.78		\$41.08	
Family			\$214.62		\$197.54	

State and Industry Averages from 2012 United Benefit Advisors annual health insurance benchmarking report. UBA benchmarking report compiles results from 17,905 health plans across the county

City of Woodstock
Employee Contributions - 2 Tier Structure (FINAL)
Per Pay Period

Represented Employees:

Police Officers (16% of Employer Costs @ 1/1/2014):

(FY12/13 Dollar Cap Family \$85.00, Single \$30.00)

(5/1/2013 [15% w/new caps] and 1/1/2014 [16%] Contributions Negotiated)

<u>Coverage</u>	<u>5/1/2013</u>	<u>1/1/2014</u>	<u>\$</u>	<u>%</u>
Single	\$ 39.74	\$ 42.11	\$ 2.38	6.0%
Single\Wellness	\$ 34.44	\$ 36.85	\$ 2.41	7.0%
Family	\$ 113.40	\$ 110.34	\$ (3.06)	-2.7%
Family\Wellness	\$ 98.28	\$ 96.54	\$ (1.74)	-1.8%

Dispatchers (20% of Employer Costs):

(FY12/13 Dollar Cap Family \$120.00, Single \$48.00)

(5/1/2013 and 1/1/2014 New Caps Negotiated)

<u>Coverage</u>	<u>5/1/2013</u>	<u>1/1/2014</u>	<u>\$</u>	<u>%</u>
Single	\$ 52.98	\$ 52.64	\$ (0.34)	-0.6%
Single\Wellness	\$ 47.68	\$ 47.38	\$ (0.30)	-0.6%
Family	\$ 151.20	\$ 137.92	\$ (13.28)	-8.8%
Family\Wellness	\$ 136.08	\$ 124.13	\$ (11.95)	-8.8%

Public Works - CURRENT PLAN KEPT IN PLACE :

(5/1/2013 & 1/1/2014, 9% of Employer Costs, to be negotiated thereafter)

<u>Coverage</u>	<u>5/1/2013</u>	<u>1/1/2014</u>	<u>\$</u>	<u>%</u>
Single	\$ 23.84	\$ 27.19	\$ 3.35	14.0%
Single\Wellness	\$ 18.54	\$ 21.15	\$ 2.60	14.0%
Family 68.04	\$	\$ 73.82	\$ 5.78	8.5%
Family\Wellness	\$ 52.92	\$ 57.41	\$ 4.49	8.5%

Non-Represented Employees:

All other City of Woodstock Employees:

(5/1/2014, 10% of Employer Costs, 1/1/2014, 12% of Employer Costs):

<u>Coverage</u>	<u>5/1/2013</u>	<u>1/1/2014</u>	<u>\$</u>	<u>%</u>
Single	\$ 26.49	\$ 31.58	\$ 5.09	19.2%
Single\Wellness	\$ 21.19	\$ 26.32	\$ 5.13	24.2%
Family	\$ 75.60	\$ 82.75	\$ 7.15	9.5%
Family\Wellness	\$ 60.48	\$ 68.96	\$ 8.48	14.0%

City of Woodstock

High Level Summary of Health & Dental Plans

Plan Design Components:	Current 2013		Local 150 ONLY		2014 United Health Care Options PPO Network	
	PPO		2014 United Health Care Options PPO Network		Plan Design to be Implemented	
	In-Network	Non-Network	In-Network	Non-Network	In-Network	Non-Network
Deductible						
Individual	\$200	\$500	\$200	\$500	\$350	\$750
Family	\$600	\$1,500	\$600	\$1,500	\$1,050	\$2,250
Coinsurance Level						
	90%	70%	90%	70%	80%	60%
Maximum Out of Pocket					<i>Max Out of Pockets include deductible, coinsurance and copays but <u>not Rx copays</u>.</i>	
Individual (ded. included)	\$600	\$1,700	\$600	\$1,700	\$1,500	\$3,500
Family (ded. included)	\$1,800	\$5,100	\$1,800	\$5,100	\$3,500	\$7,500
Office Visit						
PCP/Specialist Copay	90% after ded	70% after ded	90% after ded	70% after ded	\$20 / \$40	60% after ded
Preventive Care	100%	N/A	100%	N/A	100%	N/A
Hospital Charges						
Inpatient Charges	90% after ded	70% after ded	90% after ded	70% after ded	80% after ded	60% after ded
Emergency Room	\$50 copay then 90%		\$50 copay then 90%		\$150 copay then 80% (deductible waived unless admitted, copay waived if admitted)	
Urgent Care	N/A	N/A	N/A	N/A	\$75 copay	60% after ded
Retail Prescriptions	Copays		Copays		Copays	
Generic / Preferred / Non-Preferred	\$10 / \$20 / \$40		\$10 / \$20 / \$40		\$15 / \$30 / \$60	
Mail Order - 90 Day	\$16 / \$38 / \$64		\$16 / \$38 / \$64		\$25 / \$60 / \$120	
Dental Plan	No Dental Network Access		No Dental Network Access		Access to UHC Connections Dental Network	
Calendar Year Deductible	N/A		N/A		\$50 per person	
Calendar Year Maximum Benefit	\$1,000 per person		\$1,000 per person		\$1,500 per person	
Coverage Levels by Service Type	Preventive=100%, Basic=80%, Major=50%		Preventive=100%, Basic=80%, Major=50%		Preventive=100%, Basic=80%, Major=50%	
Orthodontia	50% with \$1,000 lifetime maximum benefit		50% with \$1,000 lifetime maximum benefit		50% with \$1,000 lifetime maximum benefit	

This summary is intended to highlight the benefits and should not be relied on to fully determine coverage. Please refer to the plan certificate of coverage for a complete outline of covered services, limitations and exclusions. Benefits are subject to change based upon local and state mandated laws. Benefit information listed in the carrier certificate always supersedes any information provided in this benefit summary.



THE CITY OF
WOODSTOCK
Illinois



**Your 2014
City of Woodstock
Employee Benefits Plan**

"True to its past...Confident in its future"



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This information is provided in this format as a convenience to our employees. This information does not guarantee eligibility for coverage under the various plans. Furthermore, if there is a conflict between this information and our various contracts with our benefit providers, the terms of the applicable contract prevail.



About Your Benefits

The City of Woodstock recognizes that our employees are our most valuable resource. With this in mind, the benefits program was created to give employees the advantage of choice: options that accommodate a variety of life needs so that you and your family can go about the business of living; secure in the knowledge that you have the protection that comes with a comprehensive benefits plan.

Who's Eligible

All regular full-time employees normally scheduled to work 30.0 or more hours per week are eligible for full benefits, unless specific exclusions apply. Part-time employees (those working 22-28 hours per week on a regular basis) may pay full cost for health and dental benefits. You may sign-up for coverage for yourself and your eligible dependents. Eligible dependents include:

- **Children** — biological or adopted, stepchildren, children for whom you have been named legal guardian — are eligible for the City of Woodstock medical, dental and dependent life plans, regardless of student status, until his or her 26th birthday. Children age 26 and over who are physically or mentally disabled and dependent on you for support are eligible if they were covered on the plan before reaching age 26.
- **Unmarried military veteran dependents** to their 30th birthday meeting required conditions as outlined in plan documents.
- Your **legal spouse** who is recognized to be in a legal marital relationship with you according to local and federal laws.
- Your **partner in a civil union** in accordance with the eligibility criteria described below:
 - ⇒ You can provide a legal certificate showing proof of a state-recognized civil union.
 - ⇒ Your **partner in a civil union's** children can be covered until their 26th birthday if you are the child's legal guardian.

For further clarification of dependent eligibility, please refer to the Summary Plan Description (SPD) or contact the Human Resources Department at 1.815.338.1172 for further information.



About Your Benefits Continued...

When Coverage Begins and Ends

For most benefits, your benefits become effective on the first day of the month following 30 calendar days of continuous full-time employment.

If your City of Woodstock employment ends, your medical, dental, and vision (self-pay) coverage will end on the last day of the month in which you terminate. All other benefits that may have variable end dates, end on the day you terminate.

Qualifying Life Events

Per IRS guidelines, Open Enrollment elections are effective January 1 to December 31 unless you experience a Qualifying Life Event, which is a work or life occurrence that affects your benefits status. Examples include:

- Marriage, divorce, or civil union
- Death of a dependent
- Birth or adoption of a child
- Change in your employment status
- Loss of other qualifying/group coverage
- Change in your spouse's employment status that affects benefits

Benefit changes because of a Qualifying Life Event must be requested with the Human Resources Department within 30 days of the event. Otherwise, you must wait until the next Open Enrollment period. Any benefit changes must be consistent with the Qualifying Life Event and will be effective on the date of the event or in some cases, when approved.



Wellness Day Screening Event

The City of Woodstock offers employees, spouses and dependents ages 18 to 26 the opportunity to benefit from a comprehensive health screening event conveniently hosted at City Hall. The Wellness Day Screening Event, provided by OptumHealth™ (previously Wellness Inc.), is held in January each year. Highlights of the program include:

- Available at NO COST to all employees, spouses, dependents age 18 to 26 and Retirees on the City of Woodstock's Health Plan
- Employees (including part-time), spouses, dependents age 18 to 26 and retirees NOT on the plan may self-pay for \$91.00 (paid at the time of service)
- One simple fasting blood draw provides a Comprehensive Blood Count (CBC) profile evaluating 36 lab tests designed to detect disease or illness at the earliest stage, including cholesterol and glucose levels. **Note:** Additional tests may be offered on a self-pay basis.
- Blood pressure check and body mass index (BMI) check
- A simple lifestyle assessment questionnaire completed during your screening to identify lifestyle risk factors
- Participants receive an educational summary report and physician summary report (to provide to your doctor)
- MyWellnessInfo.com health portal—support you can use 24/7!

Participation in the Wellness Day Screening Event has dramatically improved the health of many participants.

As an additional incentive, those who participate, and bring in their receipt to the Human Resources Department following the event, will be awarded with a reduction on their monthly health insurance premium contribution.



Medical Care Coverage

The City of Woodstock's medical insurance coverage is through UnitedHealthcare® Options PPO via UMRSM, a third-party administrator.

Employees receive an insurance card which they will use for medical, dental, and prescription drug use.

Information on Preventive Care Benefits

If you enroll in medical coverage, the City of Woodstock, via the UnitedHealthcare® Options PPO, will pay 100% (deductible waived) for in-network preventive care services*, such as physical exams, immunizations, tests, labs, x-rays, pap smears and analysis, mammograms, PSA test, bone density tests and colonoscopies.

* Depending on age and gender and in accordance with federally approved standards.

The health plan offers access to a large UnitedHealthcare® national PPO network.

Employees can have peace of mind knowing that they have access to one of the best networks of physicians, specialists, urgent care, emergency room visits and hospitals—all at an affordable cost.

Keep in mind that you can visit any doctor or facility. However, you will receive discounted rates and a higher level of coverage when you visit a doctor or facility in network vs. out-of-network.

The UnitedHealthcare® Options PPO Plan includes copays (where applicable), deductibles and co-insurance. This plan also includes out-of-network coverage.

This plan includes 100% (deductible waived) in-network preventive care services, including physical exams, immunizations, tests, labs, x-rays, pap smears and analysis, mammograms, PSA test, bone density tests and colonoscopies.



Medical Care Coverage Continued...

Below is a summary of coverage under the UnitedHealthcare® Options PPO Plan:

Service Overview	In-Network	Out-of-Network
Preventive Care (Deductible Waived)	100%	Not covered
Physician Office Visit (Exam) Copay	\$20	60% (after deductible)
Specialist Office Visit (Exam) Copay	\$40	60% (after deductible)
Walk-in Retail Clinic Copay (i.e. Minute Clinic)	\$20	60% (after deductible)
Urgent Care Facility Copay	\$75	60% (after deductible)
Emergency Room (Deductible waived unless admitted)	\$150 copay, then 80%. Copay waived if admitted to hospital directly from emergency room	

This plan also covers all services referenced within the Recommendation of the United States Preventive Service Task Force, Recommendations of the Advisory Committee On Immunization Practices (ACIP) that have been adopted by the Director of the Centers for Disease Control and Prevention (CDC) and appear on the Immunization Schedules of the Centers for Disease Control and Prevention, and the Comprehensive Guidelines Supported by the Health Resources and Services Administration (HRSA), as well as referenced in the Guidelines for Women’s Preventative Services adopted by the United States department of Health and Human Services, based on recommendation by the Institute of Medicine.

Employees participating in the program have affordable health care premium contributions and yearly deductibles. In addition, if you elect to participate in the annual Wellness Day Screening Event, you will receive a 2% actual premium cost reduction off your biweekly premium contribution.

A convenient pre-tax payroll deduction is available for your biweekly premium contributions for both single and family plans.

24/7 Benefit Access is Just a Click Away!

Plan members are encouraged to visit UMRSM's comprehensive website at www.umar.com. The website empowers plan members by providing timely and accurate information so that they can better manage their health care benefits, and have more information to make better health care decisions.

Note:

If there is a conflict between this information and your organization’s contract with UMRSM, the terms of the contract prevail.



Medical Care Coverage Continued...

City of Woodstock employees have *password-protected* access to their personal information including:

- Claim History
- Summary Plan Descriptions (SPDs)
- Links to Provider Networks
- Family Coverage History
- Wellness E-Mail Notification Alerts
- Flexible Spending Account Reports
- Deductible and Out-of-Pocket Status

In addition, the website offers helpful tools for Plan members:

- **Find A Provider:** Find network providers, including specialists, labs, and hospitals, at www.umar.com.
- **Find and Compare Hospitals:** Search for hospitals in your area. Research their experience with specific procedures and types of care.
- **Knowledge Database:** Learn about medical procedures and conditions.
- **Compare Drug Treatments:** Research and compare drug treatment options for specific medical conditions.
- **Health & Wellness:** Receive custom wellness notifications alerting you of important medical procedures and tests.

For more information visit www.umar.com or call 1.800.826.9781.



Calendar Year Deductible	In-Network	Out-of-Network
Employee Only	\$350	\$750
Employee + Family	\$1,050	\$2,250

Co-Insurance (Where Applicable)	In-Network	Out-of-Network
Paid by City of Woodstock	80%	60%
Paid by Employee	20% of discounted rates	40% of maximum allowable charges

Out-of-Pocket Maximum Per Calendar Year (Includes Deductible, Coinsurance, and Copays,	In-Network	Out-of-Network
Employee Only (Deductible Included)	\$1,500	\$3,500
Employee + Family	\$3,500	\$7,500



Prescription Drug Coverage

The City of Woodstock offers a comprehensive prescription drug coverage plan for employees. The plan is administered by OptumRx® and is accepted at most major pharmacies. Rest assured that you will get the prescriptions you need, when you need them.

The prescription drug plan helps you reduce your prescription drug costs.

When you purchase drugs at a retail pharmacy, your cost is based on whether you purchase a generic, preferred brand name, or non-preferred brand name (see table).

If you opt to use the **mail-order** drug coverage benefit, your cost is based on whether you purchase a generic, preferred brand name, or non-preferred brand name (see table) and you can receive a up to a 90-day supply at a reduced cost.

Certain prescriptions shall be covered at 100%, and no copay will apply as per Federal Regulations.

24/7 Prescription Drug Benefit Information at OptumRx.com

Plan members are encouraged to visit OptumRx®'s comprehensive website at www.OptumRx.com. OptumRx® works hard to make sure your prescription benefits work for you. They want you to stay healthy and also want to help you manage your medicines so you can save time and money on refills.

City of Woodstock employees have *password-protected access* to their personal information including access to:

- Order prescriptions
- Understand plan and benefits Information
- Find ways to save on prescriptions
- View claims
- Ask a Pharmacist confidential questions about prescriptions and over-the-counter medications
- Track orders
- Set up text reminders

For more information regarding prescription drug coverage questions, please call 1.877.559.2955 or visit www.OptumRx.com.

Prescription Drug Coverage (Up to 34-day supply per prescription through participating pharmacies)	
Type of Drug	Your Copay Cost
Generic	\$15 — per prescription
Brand/Preferred	\$30 — per prescription
Non-Preferred Brand	\$60 — per prescription

Mail-Order Prescription Drug Coverage (90-day supply per prescription through participating pharmacies)	
Type of Drug	Your Copay Cost
Generic	\$25 — per prescription
Brand/Preferred	\$60 — per prescription
Non-Preferred Brand	\$120 — per prescription



Employee Assistance Program (Employee Connectsm)

Today, people often find themselves juggling life: work, family, activities, etc. Do you feel like life's challenges are affecting your well-being? Through Employee Connectsm, GuidanceResources[®] Online (GRO) and ComPsych[®], employees receive an extremely robust employee assistance program (EAP).

GRO is your single source for support, resources and information. This program is designed to help you manage life's daily challenges. GRO can refer you to professional counselors and services that can help you and your eligible family members resolve a broad range of personal concerns, such as: marriage and relationships, stress and anxiety, depression, substance abuse, anger management, family problems, grief and loss, legal and financial services and dependent care.

EAP services are available at no-cost to employees and your eligible family members, 24 hours a day, 365 days a year and are strictly confidential.

The City of Woodstock understands life's challenges and encourages you to call GRO at 1.888.628.4824 or visit www.guidanceresources.com.



Dental Care Coverage

The City of Woodstock offers comprehensive dental coverage through Connection Dental via UMRSM, a third-party administrator.

Dental coverage is non-network confined and is based on each dental procedure. If you go to an in-network provider, you will receive a discount.

Below is a summary of the dental coverage. For a **complete** list of coverage, please refer to your Dental Schedule of Coverage or call UMR at 1.800.826.9781 or visit www.umar.com.

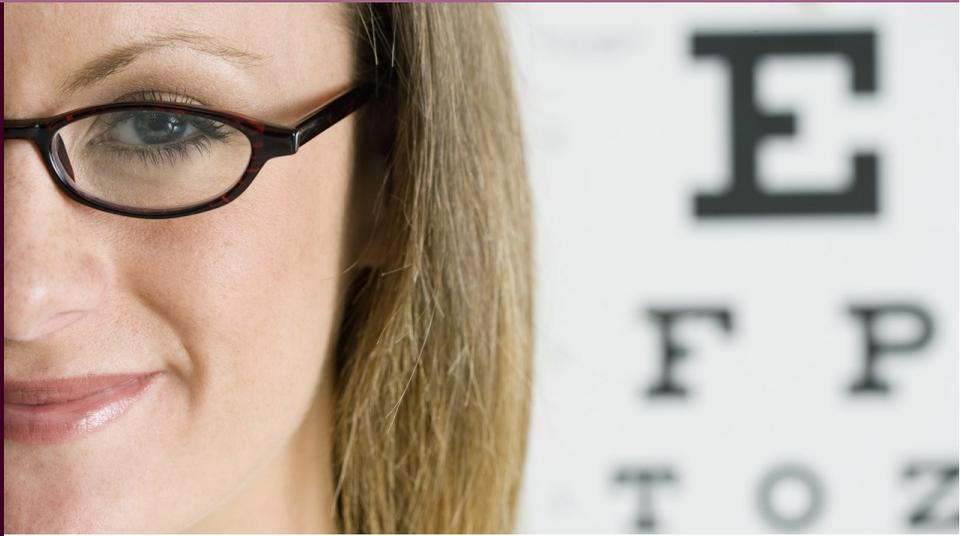
Deductible and Plan Maximums	Coverage
Deductible Per Calendar Year	\$50 per person
Calendar Year Benefit Maximum	\$1,500 per person
Lifetime Orthodontic Benefit Maximum	50% with \$1,000 lifetime maximum benefit

Preventive Care Services	Coverage
Routine Oral Exams (2 Per Year)	100%
Prophylaxis — Includes Cleaning, Scaling and Polishing (2 Per Year)	100%
Fluoride Treatment (1 Per Year) Up to the age of 18	100%

Basic Care Services	Coverage
Fillings (Other Than Gold), Dental X-rays (Other Than preventive), Root Canals	80%
Extractions (Simple)	80%
Periodontics (Gum Treatments)	80%

Major Care Services	Coverage
Crowns	50%
Implants	50%
Initial Dentures (Full/Partial) and Bridgework (Fixed and Removable)	50%

Note: If there is a conflict between this information and your organization's contract with UMRSM, the terms of the contract prevail.



Vision Care Coverage

The City of Woodstock offers an optional vision care plan through UnitedHealthcare® Vision. Why should you enroll? Your eyes deserve the best care, year after year. Keep your eyes sharp with this affordable benefit.

With UnitedHealthcare® Vision, you'll like what you see: value and savings, personalized care, stylish eyewear and a choice of providers.

Payroll pre-tax deduction is available.

You can carry your UnitedHealthcare® Vision coverage into retirement or if you terminate your employment with the City of Woodstock through COBRA. This continued coverage is on a self-pay basis.

For more information or to obtain a list of the local UnitedHealthcare® Vision Network, contact the Human Resources Department or visit www.myuhcvision.com or call 1.800.638.3120.

Note: Searching for a doctor doesn't guarantee your eligibility or coverage. UnitedHealthcare® doctors will contact UMRSM to check your eligibility. If there's a conflict between this information and your organization's contract with UnitedHealthcare® Vision, the terms of the contract prevail.



Flexible Spending Accounts

Consider a Flexible Spending Account to help cover your out-of-pocket costs.

The City of Woodstock offers two Flexible Spending Accounts (FSA) — Health Care and Dependent Care. An FSA allows you to allocate some of your own income on a pre-tax basis to pay for certain expenses in the coming year — such as out-of-pocket expenses for doctor's visits, prescriptions, eyewear, braces or child daycare. The money you set aside in your accounts is deducted from your pay before income taxes are calculated. That will mean a lower taxable income for you and lower income taxes for you to pay. You do not have to be enrolled in the Woodstock medical plan to participate in either the Dependent Care or the Health Care Spending Account.

Health Care Spending Account

Expenses that are eligible through the Health Care Spending Account include any out-of-pocket expenses you incur that aren't covered by your medical, dental, vision or prescription drug plans. That includes deductibles, co-insurance and copays, as well as prescribed over-the-counter drugs. An **FSA UMRSM MasterCard Debit Card** is issued to all Flexible Spending Account participants that can be used to pay for qualified expenses at the time of service. Copies of itemized receipts will need to be kept as substantiation of the claim may be requested. There is a \$2,500 maximum annual benefit for unreimbursed medical claims.

Dependent Care Spending Account

The Dependent Care Spending Account allows you to set aside money to pay for day care or before- or after-school care for your children or day care for a disabled adult dependent. Qualified dependents are: your children under 13, children 13 and over who are physically or mentally unable to care for themselves, or a spouse or adult living with you who is unable to care for himself or herself. In order to take advantage of this tax-saving benefit, you (and your spouse, if you're married) must be working or attending school full-time to necessitate day care for your dependent. The care provider must meet IRS guidelines. Copies of itemized invoices will need to be kept for submitting claims. There is a \$5,000 maximum annual benefit for claims. The FSA debit card may be used at qualifying providers.

Grace Period and Filing Claims

With our new grace period option on both FSAs, you have from January 1st through March 15th of the year following the plan election year to accumulate and incur expenses eligible for reimbursement from a Flexible Spending Account (FSA). Therefore, claims occurring between January 1, 2014 and March 15, 2015 can be submitted until April 30, 2015 for the 2014 plan year.



Flexible Spending Accounts Continued...

Make Flexible Spending Accounts Work for You

Start by estimating your health care and/or dependent care expenses for the coming year and determining the amount you plan to allocate.

You can set aside up to \$2,500 in the Health Care Spending Account and up to \$5,000 in the Dependent Care Spending Account. Then, each pay period, a specified amount of your paycheck will be set aside and deposited in your Flexible Spending Account. As you incur eligible expenses, you will use the money in your account to pay for them. You'll have the entire plan year to accumulate eligible expenses. Either of these accounts can be an excellent way for you to save tax dollars. Keep in mind the aforementioned grace period starting 1/1/2014 for 75 days after the plan year. See Flexible Spending plan documents for more information. But keep in mind that **if you don't use the funds in your accounts during the elected calendar year and any applicable grace period, you will forfeit the funds, according to IRS rules.** Plan carefully and conservatively for any expenses you anticipate.

Estimate Wisely

Before you sign up for a Flexible Spending Account, take some time to review your expenses from the past year and think about what you're likely to spend during the plan year. **It's important to estimate carefully!** Under IRS rules, whatever monies you haven't spent by the end of the grace period (March 15th) are forfeited. For a list of eligible and ineligible items for the Health Care Spending Account, or eligible dependent care expenses for the Dependent Care Spending Account, call UMR's Flex department at 1.800.826.9781. Payroll pre-tax deduction is required.

New for 2014—Grace Period

The City of Woodstock adopted the IRS rule that will allow you to submit claims that were incurred during the two and half (2 ½) month grace period (through March 15th) **after** the 2014 plan year ends. This will allow you to use any money left over in your 2014 plan year with expenses incurred during the first 2 ½ months of the 2015 plan year.

Please note that you cannot use the money from one type of account to pay for another type of expense. For example, you cannot use money from a Health Care FSA to pay for dependent care expenses. IRS regulations also require that any money left in the account at the end of the plan year plus any applicable grace period will revert back to the plan.



INSURANCE

Dental/Medical

Supplemental Health/Disability Insurance

City of Woodstock employees have the option to purchase supplemental health/disability insurance through Aflac®.

Employees, through employee-paid premiums, can purchase supplemental benefit plans for:

- Cancer
- Intensive care
- Hospital Indemnity
- Personal accident expense

All plans pay you directly to help cover the unexpected costs of getting better due to illness/accident.

Payments are quick and you can use the benefits however you want:

- If you're sick or hurt, Aflac® pays benefits directly to you—not the hospital or your doctor—to help with your expenses.
- While you focus on recovery, Aflac® focuses on paying you quickly. Aflac® processes most claims in about 4 business days.
- It's your decision how to use the cash—use it to help pay for rent, child care or groceries.

A convenient payroll deduction is available for both pre-tax and post-tax elections.

For more information, contact Aflac® Representative Margie Winters at 1.815.455.4734 or visit www.aflac.com.



Life Insurance

Life and personal accident insurance offer important financial security for your survivors. All City of Woodstock employees working 37.5 hours/week receive from the City both Basic Life and Accidental Death & Dismemberment insurance (AD&D) coverage. The coverage is through Lincoln National Life Insurance Co[®]. The coverage includes:

- Employees: \$25,000
- Spouse: \$5,000
- Children: \$1,000

The City of Woodstock offers this coverage at no cost to you. If you terminate your employment with the City, however, your coverage will end.

For more information contact Lincoln National Life Insurance Co[®]. at 1.800.423.2765 or visit www.lincolnfinancial.com.



Optional Supplemental Buy-Up Coverage

City of Woodstock employees have the option to purchase supplemental buy-up coverage through two plans: Lincoln National Life Insurance Co.® and Illinois NCPERS Plan (Prudential).

Lincoln National Life Insurance Co.®

You can purchase various coverage plans for employees (self), spouse and dependents.

The plan is portable, meaning, you can take your coverage with you if you terminate your employment with the City.

All supplemental life insurance premiums are paid with post-tax payroll deductions.

For more information contact Lincoln National Life Insurance Co.® at 800.423.2765 or visit www.lincolnfinancial.com.

Illinois NCPERS Plan (Prudential)

Through Illinois NCPERS Plan (Prudential), you can purchase optional decreasing term life insurance for yourself and your dependents.

You have a guaranteed acceptance of coverage.

The premium is \$16/month regardless of age.

The plan carries through retirement with deductions from IMRF pension checks, as well as Police pension checks.

How Much Life Insurance Do I Need?

The general rule of thumb for buying life insurance is:

- Buy coverage in an amount sufficient to pay off your mortgage and other debts and replace your income for at least five years.
- If you have college-bound children, increase that amount by estimating what college will cost, then subtracting any savings set aside for that purpose.

For more information, contact the plan administrator, HealthSmart Benefit Solutions, Inc. at 1.800.525.8056 or visit www.NCPERSVoluntaryLife.com/imrf.



Retirement

The City of Woodstock offers several avenues to help you confidently reach your retirement goals:

Illinois Municipal Retirement Fund (IMRF)

- Available to non-sworn employees
- **Mandatory** participation if scheduled to work over 1000 hours annually
- Eligible employees contribute 4.5%, the City of Woodstock contributes a variable rate of 10% - 15%



- Tier 1 employees (those hired before 1/1/11) vest after 8 years with full retirement at age 60.
- Tier 2 employees (those hired after 1/1/11) vest after 10 years with full retirement at age 67
- Provides retirement, long-term disability and death benefits
- Very stable investments
- Convenient pre-tax payroll deduction

You can increase your retirement savings by making additional contributions to IMRF. You may contribute up to 10% of your salary (up to the wage cap) to IMRF's

Voluntary Contribution Program (VAC). VAC deductions are **after** tax—they are **not** tax-deferred like your usual IMRF member contributions. However, interest on your VAC account **is** tax-deferred.



Retirement Continued...

Note: With the exception of a small number of people, IMRF members participate in both Social Security and IMRF. Since you contribute to both plans, you are entitled to retirement benefits from each.

IMRF members have *password-protected access* to their personal information including access to:

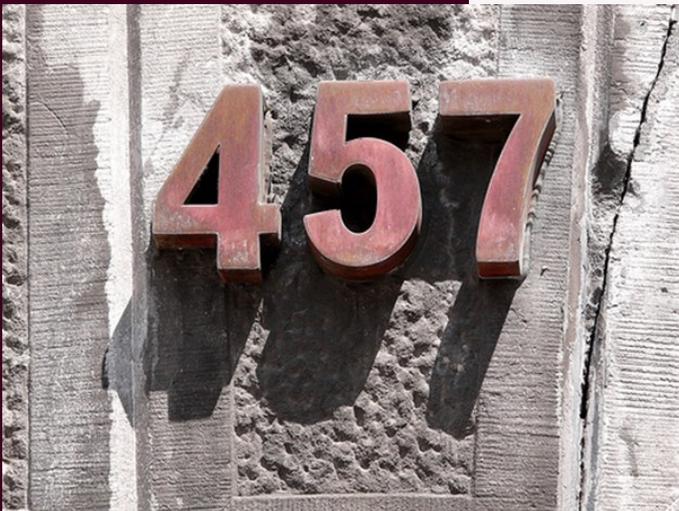
- View service information
- Check benefits
- Update contact information
- Create a pension estimate
- View Member Statement Notification Alerts
- Register for an IMRF workshop

For more information, contact IMRF at 1.800.ASK.IMRF visit www.imrf.org.

Police Pension Fund

Sworn employees will be contacted by your union steward regarding the pension program.

457 Plans — Deferred Compensation Plans



The 457 deferred compensation plan is a tax deferred retirement plan offered by the City of Woodstock that allows you to save money toward your retirement directly from your pay.

It's designed to be a supplement to your pension and is an additional way to invest long-term—providing peace of mind for your future.

A brief description of the plan is noted below:

- A Nationwide® retirement plan
- Employee paid investment option
- Similar to a 401(k) plan — tax deferred retirement plan
- Self-directed investment options
- Convenient pre-tax payroll deduction

For more information, contact Brian Miller, Nationwide® Retirement System (NRS) Representative, at 847.573.0156, the national office at 1.877.677.3678, or visit www.nrsforu.com.



Holiday, Sick & Vacation Leave ("Benefit Time")

The following is an overview of holiday, sick and vacation leave benefits for employees. For detailed information, please consult your City of Woodstock Employee Handbook.

Holiday Schedule

The City Council has authorized that City of Woodstock employees (except for Police Officers) be granted 12 holidays annually. Based on the 2014 schedule, there are 8 holidays. The remaining balance of four days are designated as floating holidays/personal days in 2014. These days can be taken at any time within the calendar year with prior approval of your supervisor.

Floating holidays not used by December 31st are lost and cannot be carried over into the following year. At minimum, floating holidays must be used in half-day increments.

If an employee should terminate his/her employment with the City of Woodstock prior to the completion of the full calendar year and has used more than the appropriate pro-rated amount of his/her floating holidays, the unearned days will be deducted from his/her final paycheck.



Holiday, Sick & Vacation Leave (“Benefit Time”) Continued...

Sick Leave

Full-time employees earn 1 sick day for each month of employment.

Part-time employees receive sick benefits proportionate to the average number of hours worked per month in the previous calendar year.

Vacation Leave

All regular full-time and part-time employees of the City of Woodstock earn vacation hours which are determined by the length of service.

Vacation days cannot be used in less than half-day increments.

The following chart illustrates the vacation schedule for full-time employees:

Vacation Schedule for Full-Time Employees	
Number of <i>Completed</i> Calendar Years of Service	Earned Vacation Leave
1	10 Working Days/80 Hours
2 - 5	12 Working Days/96 Hours
6 - 9	15 Working Days/120 Hours
10 - 15	20 Working Days/160 Hours
16 - 20	25 Working Days/200 Hours
21 - 25	28 Working Days/224 Hours
> 25	30 Working Days/240 Hours



Other Benefits

The City of Woodstock's comprehensive benefits program also includes these other benefits:

Credit Union (McHenry County Federal Credit Union)

- Group plan credit union for public institutions
- Christmas club
- Checking accounts
- Money market accounts
- Savings accounts
- Traditional IRA
- Loans
- ROTH IRA
- Do it yourself club
- Federally insured deposits
- Vacation club
- Convenient post-tax payroll deduction

Woodstock Recreation Center

820 Lake Avenue, Woodstock, IL 60098

Phone: 1.815.338.4363

City of Woodstock employees receive the "Corporate Membership" rate to the Woodstock Recreation Center.

A full-service recreation center, offerings include a pool, whirlpool, sauna, gymnasium, racquetball courts, cardiovascular machines, weightlifting machines and free weights. Members also have access to floor and water exercise classes.



Other Benefits Continued...

Direct Deposit

City of Woodstock employees are highly encouraged to sign-up for direct deposit. It's easy and convenient. Employees can sign-up any time for this benefit by contacting the Human Resources Department at 1.815.338.1172.

Tuition Reimbursement

The City of Woodstock offers a reimbursement plan to encourage continuing education for employees. Courses must directly relate to the employee's position/ career path at the City of Woodstock in order to be eligible for reimbursement consideration. Please refer to your *City of Woodstock Employee Handbook*, for more information on the plan guidelines and any applicable budget constraints that may apply.

Service Awards

The City of Woodstock Service Awards Program was created to recognize and express appreciation to our employees for their dedication and commitment to public service and the City of Woodstock. Recognition occurs at five-year increments and includes recognition such as mention in the *City Manager's Newsletter* and City Council meeting. In addition, recognized employees receive either a Chamber of Commerce gift card or a 14-carat gold service pin/tie tack.

Communications

To foster sharing of knowledge and opportunities, the City of Woodstock has created these communication vehicles for our employees:

- **City Manager's Newsletter**, a weekly electronic newsletter, available to all employees and posted on the City of Woodstock's website at www.woodstockil.gov.
- **Job opportunities** are posted on the City of Woodstock's website at www.woodstockil.gov.
- **Employee Service Portal (Coming Soon)**, is an **intranet** that will allow employees access to payroll information, benefit time balances and internal information on events, news, policies and procedures.



Benefits Contact Information

Questions regarding your benefits? Contact the following companies/representatives for more information:

UHC/UMRsm

(Medical & Dental Insurance Third-Party Administrator and the UnitedHealthcare[®] Options PPO Network)

Group #76-411641

Medical/Dental: UMR, PO Box 30541, Salt Lake City, UT 84130-0541

Phone: 1.800.826.9781 (customer service to check eligibility, billing, PPO network etc.)

Website: www.umar.com

Employee Connectsm / GuidanceResources[®] Online/ ComPsych[®]

(Employee Assistance Program)

Phone: 1.888.628.4824

Website: www.guidanceresources.com

UMRsm Flex Department

(Flexible Spending Accounts)

Group #76-411641

Phone: 1.800.826.9781

OptumHealthTM

(Wellness Day Screening Event)

Website: www.MyWellnessInfo.com

OptumRx[®]

(Prescription Drug Card — Combined with Medical/Dental Insurance ID Card)

Group #76-411641

Phone: 1.877.559.2955

Website: www.OptumRx.com

UnitedHealthcare[®] Vision

(Vision Care)

Phone: 1.800.638.3120

Website: www.myuhcvision.com

Aflac[®]

(Supplemental Health/Disability Insurance)

Phone: 1.815.455.4734

Fax: 1.815.455.8039

Representative: Margie Winters

Email: margaret_winters@us.aflac.com

Website: www.aflac.com



Benefits Contact Information Continued...

Lincoln National Life Ins. Co.®

(Life Insurance — Basic Life and
Accidental Death & Dismemberment
Insurance — Provided by the City of
Woodstock)

(Optional Supplemental Buy-Up
Coverage)

Phone: 1.800.423.2765

Fax: 1.877.573.6177

Website: www.lincolnfinancial.com

Illinois NCPERS Plan — Prudential

(Optional Supplemental Buy-Up
Coverage)

Phone: 1.800.525.8056 (administered
through HealthSmart Benefit Solutions,
Inc.)

Website:
www.NCPERSVoluntaryLife.com/imrf

Illinois Municipal Retirement Fund (IMRF)

(Pension Plan for Non-Police Pension
Employees)

Phone: 1.800.ASK.IMRF

Website: www.imrf.org

Nationwide® Retirement Systems (NRS)

(457 Plans — Deferred Compensation
Plans)

Phone: 1.877.677.3678

Representative: Brian Miller

Phone (Direct): 1.847.573.0156

Website: www.nrsforu.com

McHenry County Federal Credit Union

Woodstock Office

327 E. Jackson St.

Woodstock, IL 60098

Phone: 1.815.338.3230

Crystal Lake Office

345 E. Congress Pkwy.

Crystal Lake, IL 60014

Phone: 1.815.459.3615

McHenry Office

804 Front St. (Rt. 31)

McHenry, IL 60050

Phone: 1.815.385.3330

Website: www.mymccu.org

Woodstock Recreation Center

820 Lake Avenue, Woodstock, IL 60098

Phone: 1.815.338.4363

Website:

www.woodstockrecreationdepartment.com

For detailed information about your benefits, refer to the UMRSM Summary Plan descriptions (SPDs), your *City of Woodstock Employee Handbook* or contact the Human Resources Department at 1.815.338.1172.



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THE CITY OF
WOODSTOCK
Illinois

121 West Calhoun Street
Woodstock, IL 60098

815.338.1172 Phone

815.338.2264 Fax

www.woodstockil.gov

POLICE Comparables - Wages

City	Union	Population	Starting Pay @ 5/1/2012
Woodstock	FOP	24,785	\$ 49,761.00
Algonquin	MAP	30,145	\$ 50,227.00
Cary	FOP	18,281	\$ 45,595.00
Huntley	MAP	24,358	\$ 54,470.00
LITH	MAP	28,980	\$ 49,778.00
McHenry	FOP	27,010	\$ 53,478.21

POLICE Comparables-Benefit Time

City	Population	# of Holidays	# of Personal Days	# of Sick Days	Own Illness? Family Illness? Both?	Sick Time Annual Payout?	# of (8-hour) Vacation Days	Comp Time	Bereavement	Other
Woodstock	24,785	12 floaters	0	12	Both	25%	1 yr=10, 2-5 yrs=12, 6-9 yrs=15, 10-15yrs=20, 16-20yrs=25, 21-25 yrs=28, >25yrs=30	100 max	<=3 days	
Algonquin	30,145	9 fixed	3	12	unsure	No, only if use is <4	6mos-1yr=1, 1-2 yrs=6, 2-5 yrs=11, 5-11yrs=17, 11-18 yrs=22, 19-24=26, 24+=1 added each yr up to 30 yrs of svc	80 max	<=3 days	
Cary	18,281	8 fixed	3	12	Own	"Exchange for regular pay" up to 48 hours max payout over 384 hours	<5yrs=10, 5-13yrs=15, 13-15yrs=20, 16yrs=22, 17yrs=23, 18yrs=24, 19+yrs=25	80 max	<=3 days for immediate, 1 day for extended	
Huntley	24,358	12 fixed	0	12	Both	2 options: (1) No sick leave usage during prior year then +2 personal days, or (2) cash in up to max of 96 hours unused sick hours over 288 at 50%	<1yr=0, 1-4yrs=10, 5-12yrs=15, 13-19yrs=20, 20+yrs=30	80 max	<=3 days	
LITH	28,980	11 fixed, 2 floaters	0	12	Both	40 hour max payback with 56 hour max rollover to next year		80 max	<=3 days	
McHenry	27,010	10.5 floaters	4	12	Both	If use is less than 3 days, cash payout for difference between 3 days and # used	1-5yrs=10, 6-12yrs=15, 13-19yrs=20, 20yrs=25	51 max per calendar year with 17 hr/2 shift carryover max and payout of remainder	<=3 days	Can carry over up to 6 vacation days to next calendar year.

POLICE Comparables-Health Insur

City	Population	Plans Offered	Cost Containment Provision?	Premium Sharing Levels	Maximum Employee Premium	Deductible in Contract & Amount	Rx Plan Coverages	Copays?	Wellness Incentive	Amount of Life Insurance paid for by City?	Notes
Woodstock	24,785	PPO & Dental (together)	Yes - benefits must be substantially similar and NO additional cost to ees	Patrol=15%, Dispatch=20%	Patrol: Single=\$30 ppd, Family=\$85 ppd, Dispatch: Single=\$48 ppd, Family=\$120 ppd	Yes, \$200 (x3 max) for in network and \$500 (x3 max) for out of network	10/20/40 & 16/38/64 (mail)	\$50 for ER	2% savings on premium	25000 (not a separate section, only maintain current level)	Cannot change deductible, can vary 90/70 in/out of network levels
Algonquin	30,145	PPO & HMO	No specifics - states that "terms of hosp program shall be exclusively controlled by the plan docs and Police Officers shall be provided with the same coverage as non-union ees"	Single covg=free, Single+1 &/or Family=15% of actual premium per month	No maximum listed	Not in contract (see column E)	Not in contract (see column E)	Not in contract (see column E)	Not in contract (see column E)	same as other City ees	Premiums paid by union ees shall not exceed those paid by other non-admin ees
Cary	18,281	PPO & HMO, Dental & Vision	Yes - benefits must be substantially similar. Must discuss substantial changes with Labor Council	PPO: 16%(2012-2013), 17% (2013-2014), 18% (2014-2015) - HMO: 15%	No maximum listed	Not in contract	Not in contract	Not in contract	Not in contract	1 year base<\$50K max	Contract has a reopener clause for Insurance Benefit level changes. Must discuss first and then negotiate. If no agreement then follow impasse procedures. Village can reopen over insurance if Fed govt imposes a new insurance plan, program or benefits on the Village.
Huntley	24,358	PPO & HMO, Dental	Yes - Police plan must be similar to other ee plans with the City.	Free Dental covg. Single covg=free, Family=22% (2013), 23%(2014), 24% (2015), 25%(2016)	No maximum listed	Not in contract (see notes)	Not in contract (see notes)	Not in contract (see notes)	Not in contract (see notes)	Current annual salary	Premium Sharing was 15%, 18%, 20%, 20% in old contract. "The extent of coverage under the insurance plan documents (HMO/PPO) applicable to ees shall be governed by the terms and conditions as set forth in those policies."
LITH	28,980	unsure	Yes-may change to new plans with same type, benefits and conditions as current plan. Police contribut to any increase in premiums to the same extent as required by other village ees.	All Free?	No premiums paid by ees	Not in contract	Not in contract	Not in contract	Not in contract	current annual salary, minimum of \$50K	Contract going to arbitration (expired 4/30/2012)

POLICE Comparables-Health Insur

City	Population	Plans Offered	Cost Containment Provision?	Premium Sharing Levels	Maximum Employee Premium	Deductible in Contract & Amount	Rx Plan Coverages	Copays?	Wellness Incentive	Amount of Life Insurance paid for by City?	Notes
McHenry	27,010	PPO, HRA, HMO	Yes - may change as long as such changes are applicable to all City employees (includes changes in deductibles and copays)	Chart of % and \$ max for each coverage level, each plan, and each year for medical, dental and vision. Medical 2013: HRA&PPO- Single=6%, Single+1=9%, Single+2=8.5%, Family=10%, HMO- Single=2.5%, Single+1or2=6%, Family=8.5%	Yes for each plan, coverage level and coverage type. Separate premiums for medical, dental and vision.	Not in contract	Not in contract	Not in contract	Not in contract	\$ 30,000.00	The extent of coverage under the insurance plan documents (HMO/PPO) applicable to ees shall be governed by the terms and conditions as set forth in those policies.