



City of Woodstock
Office of the City Manager

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Roscoe C. Stelford III
City Manager

WOODSTOCK CITY COUNCIL
City Council Chambers
June 16, 2020
7:00 p.m.

Individuals wishing to address the City Council are invited to come forward to the podium and be recognized by the Mayor; provide their name and address for purposes of the record, if willing to do so; and make whatever appropriate comments they would like.

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

*In light of the current COVID-19 public health emergency, this meeting will be conducted remotely. The public can listen and comment, when appropriate, by calling in to participate at: 312-626-6799, the Meeting ID is 946 8484 5489, Password 281441. In order for a member of the public to be recognized for comments, dial *9 on your telephone at the appropriate times during the meeting. Members of the public can also attend online by clicking [here](#). Prior to the meeting, questions may also be forwarded via email to citymanager@woodstockil.gov.*

The proceedings of the City Council meeting are live streamed on the City of Woodstock's website, www.woodstockil.gov. Recordings can be viewed, after the meeting date, on the website.

I. CALL TO ORDER

II. ROLL CALL

III. FLOOR DISCUSSION

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

- A. Public Comments
- B. Council Comments

IV. CONSENT AGENDA:

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

A. MINUTES OF PREVIOUS MEETINGS:

1. February 20, 2020 City Council Budget Workshop
2. June 2, 2020 City Council Meeting

B. WARRANTS:

1. #3909
2. #3910

C. MINUTES AND REPORTS:

1. Board of Fire and Police Commission Minutes March 2, 2020
2. Public Works Report April 2020

D. MANAGER'S REPORT NO. 159:

- 1. Ordinance – Class A-2 Liquor License – Fastacos, Inc.** (159a)
Approval of an Ordinance Amending Title 3, Chapter 3, Liquor Control of the Woodstock City Code, which will increase the number of Class A-2 liquor licenses by one, for issuance to Fastacos, Inc., 150 S. Eastwood Drive, Suite A, Woodstock, IL, contingent upon fulfillment of all identified requirements. **DOC. 1**
- 2. Agreement – NIU Age Friendly Contract** (159b)
Authorization for the City Administration to execute a project agreement with NIU Center for Governmental Studies to Plan for an Age-Friendly Livable Community, along with approval to pay the requested first-half of the project fee of \$24,937.50. The remainder will be due at project completion in March 2021. **DOC. 2**
- 3. Ordinance – Emergency Loan Program - Not-for-Profit with Retail** (159c)
Approval of an Ordinance Amending the Emergency Small Business Loan Program (COVID-19 Emergency) to allow for not-for profit entities with retail components to participate in this program. **DOC. 3**
- 4. Capitalization Thresholds Policy** (159d)
Authorization to adopt a formal Capitalization Thresholds Policy for the City of Woodstock.
- 5. Ordinance – City Code Amendment – No Parking- Greenly Street** (159e)
Approval of an Ordinance Amending the Woodstock City Code to revise the regulations limiting and controlling on-street parking on Greenley Street between Lake Avenue and Vine Street, authorizing no on-street parking at this location. **DOC. 4**

6. Ordinance – City Code Amendment – Temporary & Permanent Easements (159f)

Approval of an Ordinance authorizing the City Manager to execute documents associated with contracts, projects, and transactions previously approved by the City Council. This includes, but is not limited to, authority to execute deeds, easements or other documents necessary to consummate previously approved real-estate transactions or to facilitate Council-approved projects associated with Public Works projects such as road improvements, and water and sewer projects. **DOC. 5**

7. Ordinance – FY20/21 Budget Amendment (159g)

Approval of an Ordinance Correcting the Fiscal Year 2020-2021 Budget for the City of Woodstock, Illinois. **DOC. 6**

V. DISCUSSION

1. **Food Trucks** – Consideration of appropriate modifications to existing City regulations concerning the operation of Food Truck vendors on both public and private property.

VI. FUTURE AGENDA ITEMS

VII. ADJOURN

NOTICE: In compliance with the Americans With Disabilities Act (ADA), this and all other City Council meetings are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed, please call the City Manager's Office at 815/338-4301 at least 72 hours prior to any meeting so that accommodations can be made. In light of the COVID-19 emergency and the plan for a remote meeting to protect the public health, please notify the City if you need any special accommodations to follow this meeting remotely.

MINUTES
WOODSTOCK CITY COUNCIL
SPECIAL BUDGET WORKSHOP #1

City Council Chambers
February 20, 2020

A Special Budget Workshop meeting of the Woodstock City Council was called to order at 3:00 PM by Mayor Brian Sager on Thursday, February 20, 2020, in the Council Chambers at Woodstock City Hall. Mayor Sager welcomed those present explaining the purpose of the meeting is a Special Budget Workshop in anticipation of preparation of the annual Budget.

A roll call was taken.

COUNCIL MEMBERS PRESENT: Darrin Flynn, Lisa Lohmeyer, Wendy Piersall, Jim Prindiville, Gordon Tebo, Michael Turner, and Mayor Brian Sager

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: City Manager Roscoe Stelford, Assistant City Manager/Finance Director Paul Christensen, Public Works Director Jeff Van Landuyt, Building and Zoning Director Joe Napolitano, Chief of Police John Lieb, Recreation Director Dave Zinnen, Opera House Director Daniel Campbell, Economic Development Director Garrett Anderson, Library Director Nick Weber, IT Director Dan McElmeel, City Engineer Chris Tiedt, Deputy Chief Jeff Parsons, Economic Development Coordinator Krista Coltrin, and Communications/Grants Manager Terry Willcockson.

OTHERS PRESENT: City Clerk Cindy Smiley.

Mayor Sager noted the presence of a quorum.

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

Mayor Sager stated the discussion will center around budget development and the CIP, noting this is a 10-year program. He stated anything identified for inclusion in this coming fiscal year within the approved CIP will be considered to be funded and included in the annual operating budget.

He stated Staff will identify things that will naturally be included in the budget, such as personnel contracts and contributions for health care, and Council will have an opportunity to brainstorm other priorities for the budget. He noted Staff will also be provided an opportunity to recommend priorities to the Council for discussion.

Mayor Sager stated subsequent to this meeting, Staff will work to perfect the proposed budget and final CIP, which will be presented to Council. A Public Hearing will take place followed by the final budget workshop session at which Council will go through the budget by department. The final budget will then be considered for approval at a subsequent Council meeting.

PUBLIC COMMENTS:

There were no comments forthcoming from the Public.

DISCUSSION ITEMS

1. Budget Development

City Manager Stelford stated Staff has worked to develop the budget for the next fiscal budget year, which will be delivered to Council on March 17th. He noted at the first meeting in April the Public Hearing will be held with the 2nd Budget Workshop scheduled for April 10th. He stated the budget will be considered for approval at the 2nd meeting in April.

Mr. Stelford stated the annual budget is an important document for the City, noting it is how local government elected officials extend their ability to expend taxes to the Staff. Noting the focus of the CIP will be on year one, he stated it is important to get Council's feedback in this specific area, as those items will be funded.

Mr. Stelford stated in response to a request from Mayor Sager, the following updates are being provided by Staff:

Neighborhood Revitalization

Mr. Napolitano affirmed Council had requested a Neighborhood Revitalization Program. He stated following research, Staff has developed a pilot program with identified boundaries. He noted the City is working with the County as this will be the main funding source, providing additional information on the contributions of the City and the County. Mr. Napolitano stated the purpose of this program is to improve neighborhoods and bring properties into code, opining it will also create jobs.

Mr. Napolitano identified the boundaries of the proposed pilot program as the area bounded by Calhoun/Judd/Rt. 47 and the railroad tracks, providing information as to why this area was chosen.

Mr. Napolitano stated substantial funding will be necessary for this program, noting the City is looking for partners and stating the main partner will be McHenry County through their CDBG Program. He noted the County is also working with Harvard on a similar program.

Mr. Napolitano stated to establish a Neighborhood Revitalization Program and qualify for funding, certain steps will be required, including Public Hearings to get input from residents in that area as to what they feel is necessary. He stated the first of four of these is scheduled for February 24th at Stage Left.

Mr. Napolitano stated another required step is the development of a Concept Paper, explaining what will be included in the program, noting the County will provide assistance with the development of this document. He stated the City will hopefully receive \$160,000 per year for five years in funding for this program.

Mayor Sager stated this program is being established due to a significant interest from the Council.

Councilman Turner suggested the landlords who own rentals in this area should volunteer to participate in the Landlord Registration Program.

In response to a question from Councilman Tebo, Mr. Napolitano stated the TIF will be separate from this. Mr. Stelford noted TIF should benefit from this program also. He stated this area was chosen for the pilot program to encourage its success in the rest of the City.

Mr. Stelford stated the strategic plan for the program is much larger than the pilot area, talking about how the program can progress through subsequent years.

In response to questions from Council, Mr. Napolitano stated there are approximately 115 residential structures in the pilot area with nearly 10 such areas in Woodstock.

Landlord Registration Program

Mayor Sager stated he and Mr. Stelford met with some of the landlords, noting the discussion was disappointing. He stated a voluntary registration program is now available. Mr. Stelford noted the possibility of implementing a performance-based program, triggering from significant violations of City Code provisions, such as the establishment of an illegal apartment.

Mayor Sager provided information on the meeting with 15 of the landlords. He stated they were told the City must be aware of all of the units in the City, talking with them about some of the challenges the City faces with some of the landlords. He noted the landlords present felt the City should go after the problem landlords. Mayor Sager stated the City suggest taking a partnership approach to these challenges.

Mayor Sager stated the biggest concern of the landlords present at the meeting was mandatory inspections and what this would cost in time and forced improvements. He told them the fee could be minimal, but the City might need to do this.

Councilwoman Piersall inquired as to how complaints reach the City, opining some tenants are afraid to bring things forward for fear of losing their housing. She stated this is a big challenge that must be addressed. Mayor Sager agreed this is true, but noted no one hears about the landlords who have tenants that they cannot evict because the courts can side with the tenants, noting there are two sides to the issue. He stated he would like to see a partnership developed to address these concerns.

In response to Councilwoman Piersall's statement that she would like to see a tenants' rights pamphlet to help educate the public, Mayor Sager stated the City already has a series of Good Neighbor pamphlets. Councilwoman Piersall suggested the landlords provide this information to their tenants when leases are signed.

Noting he sees both sides, Councilman Turner opined the intent of the program is to provide knowledge to the City in order to make the City better. He expressed his support for a voluntary program to start with, opining this is not unreasonable. Mayor Sager stated a balance must be found between where to start and where to move forward.

Councilman Prindiville opined the City should not get involved with making landlords give tenants the pamphlet, noting there are other ways this can be accomplished. He did advocate for providing information on Crime Free Housing.

Councilman Flynn suggested a grace period for registration with no fee to encourage people to register and then charge a fee later. He suggested gleaning information from business owners who service rental units.

Noting the only resource now available is to go to court, Councilman Tebo opined this is problematic. He expressed his disappointment that the good landlords see registration as a problem. He suggested more conversations with good landlords to lay out parameters and tell them why this is a problem and what is being proposed. He supported a grace period. He agreed it is essential to know how many rentals are in Woodstock to elevate the quality of life in the city.

Discussion continued of the difficulty in getting tenants to report problems and of the implementation of an online rating system and an online inspection system to start.

Mayor Sager stated the goal is to have something in place this spring.

Business Registration Program

Mr. Anderson stated the City does have a couple of lists to draw from, describing this further. He stated there is no recent contact information for many of the businesses and some businesses move without the City being aware. He described how the Economic Development Department has been trying to improve this situation, including looking at programs in other communities. He noted the Department would prefer an annual registration, reviewing the information they wish to collect and why this would be useful. He noted the effect this could have on the maintenance of properties. He stated the Woodstock Fire/Rescue District is very interested in this program also.

Mr. Anderson provided additional information on the proposed program including possible phases, how this could be implemented using some of the City's new technology, and how this could be used for compliance purposes.

Mayor Sager stated the goal is not to have this program as a revenue generator.

In response to a question from Councilwoman Piersall, Mr. Anderson stated information can be found in the Unified Development Ordinance concerning what businesses can be operated out of a home.

In response to a question from Councilman Turner as to what problem the City is trying to solve with this program, Mr. Anderson stated many times the City does not have contact information or does not know who to address if there is a problem. Councilman Turner stated he is supportive of obtaining contact information, but not the imposition of a fee. Mayor Sager stated the City must be cautious and thoughtful of how this is rolled out and how far it goes.

Councilman Flynn talked about the challenges he faces as a business owner on the Square and how this program could help him. He opined this information would be valuable to have from an

Economic Development perspective, noting he would have no problem providing this information as a business owner. He stated he is fully supportive of taking development of this program further.

Discussion ensued of the imposition of a registration fee or a business license fee. Mr. Stelford noted there is no revenue identified in the budget for this program. In response to a question as to whether the Chamber could assist with this, Councilman Flynn noted that body would only have information on its members. He opined this is more of a City function.

Brief discussion continued of why and how this would benefit the municipality, the residents and the businesses.

In response to a question from Mayor Sager, it was the consensus of the City Council that Staff move forward with the development of pathways for a Business Registration Program to bring forward in the spring along with the Landlord Registration Program.

Purchase of Die Cast Property

Mr. Stelford stated Phase II results have been received, noting there is more investigation that needs to be done and the NFR needs to be updated. He stated the estimate to do this is \$50,000, noting Staff has reached out to the bank offering to split the cost. Stating there has been no response from the bank, he stated he will notify the Council when he has further information.

In response to a question from Mayor Sager, it was the consensus of the City Council that Staff is authorized to spend \$50,000 on this project should the bank refuse to split the cost.

Staffing

Mr. Stelford stated Building and Zoning is looking to add a part-time staff member to help with the administration of the new programs described.

He stated the Opera House is looking to add 2 LPT/PT staff members: a Volunteer Coordinator and an Office Assistant.

Mr. Stelford stated in the Office of the City Manager, the Administration is looking at adding a full-time position for an Assistant to the City Manager, a full-time Office Assistant, or a Marketing Coordinator.

Mayor Sager expressed support for the addition of these positions.

Councilman Turner expressed support for the additions, but opined the marketing position should not reside in City Hall, noting the City should be the customer for marketing. Councilmembers Flynn, Prindiville, Piersall, and Tebo agreed.

In response to a question from Councilwoman Lohmeyer as to why another full-time position is needed in the Office of the City Manager, Mayor Sager stated the consideration of an Assistant to the City Manager is based on all of the other priorities place upon the City Manager. He stated Council felt it was important to provide Staff to put some of the routine responsibilities on other individual,s noting this cannot be put on one of the directors. Mayor Sager talked about the

workload and identified the priorities and primary areas Staff will focus on, noting the Department does a remarkable job. He opined the City Manager's Office needs an additional Staff member to handle some of these things to allow the City Manager more time to deal more with the broad-based visioning and programming the City Council is establishing. Councilman Turner agreed.

Councilman Turner talked about the Rt. 47 improvements as they relate to traffic and what will happen to the businesses. He urged Staff to get out in front of this and develop strategies and a plan of how to help the businesses work through this, suggesting this be a program of the Economic Development Department. Mayor Sager noted conversations have already taken place concerning this, agreeing this needs to be done sooner rather than later.

In response to a question from Councilwoman Piersall concerning what can be done to assure the businesses have access, Mayor Sager stated Staff has been working on this, noting it may be necessary for Council to provide variations to make this happen.

Councilman Turner asked that Staff bring a strategic plan to help businesses in the greatest way possible back to Council within the next six to nine months to show the community the City is in front of this.

In response to a question from Mayor Sager, it was the consensus of the City Council that this should be a priority.

Councilman Turner brought up the Die Cast site opining things are not moving quickly enough. He suggested developing a brochure similar to what was created for the Rt. 47 improvement project. Mayor Sager agreed there needs to be a strong effort on this, but opined there is a lot on Staff's plate.

2. CIP Review

Noting the CIP has been submitted for Council's review, Mr. Stelford stated the focus is on year one as these projects will be placed in the budget for funding. Noting the document before Council does not contain years two through five of the proposed streets program, Mr. Stelford stated Staff is working diligently on a plan to be discussed in April. He stated year one of the CIP is balanced and addresses the major priorities identified by the City Council.

In response to a question from Mayor Sager, it was the consensus of the City Council to focus on year one for this discussion.

Mr. Stelford stated at the request of the Mayor, staff worked through year one expenditures. He stated they are not looking at increasing the PTELL. He talked about the costs of General Administration and what has been budgeted for this.

Mr. Stelford began with the General Corporate – CIP Fund working through the year one expenditures for all CIP funds.

Discussion followed of the proposed outdoor performance stage with some Council members advocating for planning this out further for enhancements and improvements, including enlarging the area.

Concerning Public Safety, discussion followed of cameras in the Square, which Councilman Prindiville expressed his concerns.

Concerning Streets, Mr. Stelford noted this is by far the biggest expenditure in the CIP at \$11.2 million. Councilman Turner advocated for additional funding for sidewalks with Mayor Sager agreeing. Councilwoman Lohmeyer advocated for additional funding for bike paths with Councilman Turner agreeing. Councilman Turner asked Staff to look at an opportunity for restrooms near the stage.

Mayor Sager reiterated Staff will look at opportunities for funding sidewalks, bike paths, and possible restrooms in the stage area at Emricson Park.

Councilman Tebo urged that the community be brought together to look at the Emricson Park stage project with support expressed by Mayor Sager and Councilman Turner.

In response to a question from Councilman Tebo, Mr. Van Landuyt stated there were less water main breaks this year than last, noting Woodstock does not have many compared to other municipalities. Mayor Sager noted water mains will be inspected as the City works on the new Streets Program.

It was the consensus of the City Council that Mr. Stelford be commended for the CIP document.

In response to a question from Mayor Sager, there were no comments forthcoming from the Public.

ADJOURN

Motion by M. Turner, second by G. Tebo, to adjourn this Special Budget Workshop of the Woodstock City Council to the next regular meeting at 7:00 PM on Tuesday, March 3, 2020 in the Council Chambers of Woodstock City Hall.

Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager.

Nays: none. Abstentions: none. Absentees: none. Motion carried.

The meeting was adjourned at 5:08 PM.

Respectfully submitted,

Cindy Smiley
City Clerk

MINUTES
WOODSTOCK CITY COUNCIL
City Council Chambers
June 2, 2020

A regular meeting of the Woodstock City Council was called to order at 7:00 PM on Tuesday, June 2, 2020, by Mayor Sager in the Council Chambers at Woodstock City Hall. Mayor Sager noted this meeting of the Woodstock City Council is being held under the Governor's Emergency Declaration with Council members attending remotely and those attending at City Hall observing social distancing. Noting there are no members of the public attending the meeting in person, Mayor Sager stated it is being livestreamed as is the City's policy. He explained the procedures to be used by the City Council, City Staff, and the Public to join today's meeting, including how comments may be made and questions asked, and invited all to participate. Mayor Sager explained the Consent Calendar.

A roll call was taken.

COUNCIL MEMBERS PRESENT IN THE COUNCIL CHAMBERS: Mayor Brian Sager.

COUNCIL MEMBERS PRESENT ATTENDING REMOTELY: Darrin Flynn, Lisa Lohmeyer, Wendy Piersall, Jim Prindiville, Gordon Tebo, and Michael Turner.

COUNCIL ABSENT: None

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Manager Roscoe Stelford and Grant Writer/Communications Manager Terry Willcockson.

STAFF ATTENDING REMOTELY: Assistant City Manager/Finance Director Paul Christensen, City Attorney Ruth Schlossberg, IT Director Dan McElmeel, and Public Works Director Jeff Van Landuyt.

OTHERS PRESENT IN THE COUNCIL CHAMBERS: City Clerk Cindy Smiley

OTHERS ATTENDING REMOTELY: None

Mayor Sager noted the presence of a quorum under the revised rules of the Governor during this COVID emergency. City Clerk Smiley confirmed the agenda before the Council is a true and correct copy of the published agenda.

III. FLOOR DISCUSSION

A. Proclamation – Pride Month June 2020

Mayor Sager stated this evening the City has the honor of proclaiming June as Pride Month in the City of Woodstock.

Without objection the City Council approved and adopted a *Proclamation Honoring Pride Month June 2020*. Mayor Sager read the proclamation for all to hear.

Mayor Sager stated it is with a great deal of respect and joy that the City offers this proclamation. He stated we understand and recognize that Woodstock has and will continue to uphold a very engaging and inviting philosophy and an openness for all residents.

On behalf of the Woodstock Pride Board, Melissa McMahon thanked the City of Woodstock for the proclamation for Pride Month, noting they will be looking forward to the Pride Promenade and another year serving the community. She encouraged everyone to express their individuality.

Crystal Squires thanked the City and the Chamber for their support stating without the City they would not be able to do everything they do, noting Woodstock is an accepting and amazing community. She stated they are looking forward to the Pride Promenade inviting all to participate. Ms. Squires stated she is happy to live in Woodstock.

Mayor Sager stated the City is grateful for the opportunity to celebrate Pride Month in Woodstock. He commended Communications/Grant Manager Terry Willcockson for crafting the proclamation.

B. Public Comments

There were no comments forthcoming from the Public.

C. Council Comments

Councilman Turner commended the Woodstock Police Department on their planning, preparation, and action regarding the demonstration that occurred on Sunday on the Woodstock Square, noting it was appropriate and professional. He stated it was good to see the number of people present having the opportunity to express their concerns. He also commended the people who put together the demonstration and those who participated.

Councilman Turner stated another key person playing an important role was Mayor Sager. He stated he greeted the people, addressing them and expressing his support, noting they felt supported, the value of which cannot be understated.

Mayor Sager stated the event went extremely well, opining the community has always come together. He noted the exceptional job done by City Staff and the Police Department to ensure a positive outcome and a positive dialog.

Mayor Sager stated there was also a very outstanding, positive, and inspirational event Saturday night when the community came out to welcome Ryan Mains at the completion of his 80-mile run in support of service people and first responders suffering from PTSD. He noted Mr. Mains left the Woodstock Square at 11:58 PM Friday evening, returning at 9:20 PM on Saturday evening. He thanked Mr. Mains for his promotion and increased awareness of this issue.

IV. CONSENT AGENDA

Motion by M. Turner, second by G. Tebo, to approve the Consent Agenda.

In response to a question from Mayor Sager, there were no items removed from the Consent Agenda by the City Council or the Public.

In response to a question from Mayor Sager, there were no questions or comments raised by members of the City Council or the Public on items on the Consent Agenda.

Mayor Sager affirmed the Consent Agenda to include items A through D-7 as follows:

A. MINUTES OF PREVIOUS MEETING

May 12, 2020 City Council Emergency Meeting
May 12, 2020 City Council Emergency Meeting Executive Session
May 19, 2020 City Council Meeting

B. WARRANTS #3907 #3908

C. MINUTES AND REPORTS

Woodstock Police Department Monthly Report April 2020

D. MANAGER’S REPORT NO. 158:

1. **Award of Contract – Pavement Striping Contract** – Award of Contract for the 2020 Pavement Marking Program to the lowest responsible bidder, RoadSafe Traffic Systems, Romeoville, IL in accordance with the unit prices specified in their bid as submitted for an amount not to exceed \$90,000.
2. **Ordinance – Revision to City Code – Addition of one ADA Parking Spot at Rec Center** - Approval of Ordinance 20-O-40, identified as Document 1, *An Ordinance Providing for an Amendment to the City Code of the City of Woodstock, McHenry County, Illinois Providing for the Revision of Certain Traffic Regulations*, creating an additional handicapped space in the parking lot at the City of Woodstock’s Recreation Center.
3. **Ordinance – Surplus Equipment/Replacement of Parks Division Pick Up** – Approval of the following:
 - a) Authorization to purchase two (2) pickup trucks under the Suburban Purchasing Contract from Roesch Ford, Bensenville, IL for the total price of \$49,680 for both units; and;
 - b) Approval of Ordinance 20-O-41, identified as Document 2, *An Ordinance Authorizing the Sale of Personal Property Owned by the City of Woodstock*, designating the 2006 and 2007 Chevrolet Silverados as surplus property and authorizing and directing the City Manager to dispose of said property as allowed by law.
4. **Ordinance – Temporary Event Authority** – Approval of Ordinance 20-O-42, identified as Document 3, *An Ordinance Amending Title 1, Chapter 6, Article A to Add a New Section Authorizing the City Manager to Approve Certain Special Events on Private Property*.
5. **Ordinance – City Code Amendment East Side of Throop Street** – Approval of Ordinance 20-O-43, identified as Document 4, *An Ordinance Providing for an Amendment to the City Code of the City of Woodstock, McHenry County, Illinois Providing for the Revision of Certain Traffic Regulations* changing the designation of two parking spaces

between Cass Street and the entrance to the Throop/Main Parking Lot as 15 minute parking and an area 36' long as a Loading Zone.

6. **Ordinance – Property Purchase – 313 Short Street** – Approval of Ordinance 20-O-44, identified as Document 5, *An Ordinance Authorizing the Purchase of Real Estate Being 1.02 +/- acres Located at 313 Short Street, Woodstock, Illinois.*
7. **Recreation Department/Woodstock Water Works/Recreation Center/Opera House/City Band/Park Amenities/Youth Sports – COVID-19 Updates** – Approval of certain recommendations in response to COVID-19.

A roll call vote was taken on items A through D-7.

Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager.
Nays: none. Abstentions: none. Absentees: none. Motion carried.

V. FUTURE AGENDA ITEMS

There were no suggestions by the Council or the Public to add, delete, or amend items on the tentative future agenda.

VI. ADJOURN

Motion by J. Prindiville, second by D. Flynn, to adjourn this regular meeting of the Woodstock City Council to the next regular meeting held at 7:00 PM on Tuesday, June 16, 2020 in the Council Chambers at City Hall.

Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager.
Nays: none. Abstentions: none. Absentees: none. Motion carried.

The meeting was adjourned at 7:25 PM.

Respectfully submitted,

Cindy Smiley
City Clerk

Name	Department	Total Gross
BARKULIS, KENNETH	BUILDING & ZONING	2,832.00
BERTRAM, JOHN	BUILDING & ZONING	3,396.80
FALSETTI, MEGAN	BUILDING & ZONING	2,033.60
LIMBAUGH, DONNA	BUILDING & ZONING	2,858.40
MOORE, DARRELL	BUILDING & ZONING	3,267.90
NAPOLITANO, JOSEPH	BUILDING & ZONING	4,220.19
WALKINGTON, ROB	BUILDING & ZONING	3,409.60
COSGRAY, ELIZABETH	CITY MANAGER	1,539.20
FLYNN, DARRIN	CITY MANAGER	500.00
HOWIE, JANE	CITY MANAGER	3,343.60
LOHMEYER, LISA	CITY MANAGER	500.00
PRINDIVILLE, JAMES	CITY MANAGER	500.00
SMILEY, CINDY	CITY MANAGER	416.00
STELFORD III, ROSCOE	CITY MANAGER	6,818.66
TEBO, GORDON	CITY MANAGER	500.00
TURNER, MICHAEL	CITY MANAGER	500.00
WILLCOCKSON, TERESA	CITY MANAGER	3,040.05
ANDERSON, GARRETT D	ECONOMIC DEVELOPMENT	5,234.08
COLTRIN, KRISTA E	ECONOMIC DEVELOPMENT	2,886.98
HAHNE, GEORGE	ECONOMIC DEVELOPMENT	2,526.92
CHRISTENSEN, PAUL N	FINANCE	5,766.42
LIEB, RUTH ANN	FINANCE	2,479.20
MALLON JENKINS, MICHELLE	FINANCE	1,420.00
RAMIREZ, PAOLA	FINANCE	2,033.60
STEIGER, ALLISON	FINANCE	2,083.20
STRACZEK, WILLIAM	FINANCE	2,929.72
LAMZ, ROBERT	FLEET MAINTENANCE	3,179.26
SMITH, DEVIN	FLEET MAINTENANCE	2,189.60
VAN AUKEN, MATTHEW	FLEET MAINTENANCE	2,189.60
MAY, JILL E	HUMAN RESOURCES	2,297.60
SCHOBER, DEBORAH	HUMAN RESOURCES	5,490.03
CHIODO, LOUIS	INFORMATION TECHNOLOGY	2,522.40
MCELMEEL, DANIEL	INFORMATION TECHNOLOGY	4,681.02
BRADLEY, KATHERINE	LIBRARY	2,000.68
CAMPBELL, SARAH JANE	LIBRARY	574.72
DAWDY, KIRK	LIBRARY	2,442.75
DEL SANTO, MARYANN	LIBRARY	736.36
GROSECLOSE, PAMELA	LIBRARY	1,960.67
HANSEN, MARTHA	LIBRARY	3,518.94
HERNANDEZ, STEPHANIE	LIBRARY	5,276.38
MILLER, LISA	LIBRARY	2,163.20
OLEARY, CAROLYN	LIBRARY	2,275.20
REWOLDT, BAILEY S	LIBRARY	1,955.92
SMILEY, BRIAN	LIBRARY	500.00
SUGDEN, MARY	LIBRARY	1,085.60
TOTTON SCHWARZ, LORA	LIBRARY	2,942.15
TRIPP, KATHRYN	LIBRARY	2,090.46
WEBER, NICHOLAS P	LIBRARY	4,698.27
WICKERSHEIM, SHAWN	LIBRARY	583.70
ZAMORANO, CARRIE	LIBRARY	2,439.67
CAMPBELL, DANIEL	OPERA HOUSE	4,070.46
GLEASON, HOLLY	OPERA HOUSE	2,387.02
MCCORMACK, JOSEPH	OPERA HOUSE	2,781.33

Name	Department	Total Gross
PUZZO, DANIEL	OPERA HOUSE	834.30
BIRDSSELL, CHRISTOPHER	PARKS	2,337.60
EDDY, BRANDON	PARKS	2,168.80
KUEHN, CARLIE	PARKS	1,943.86
LECHNER, PHILIP A	PARKS	2,361.60
LESTER, TAD	PARKS	2,445.60
LYNK, CHRIS	PARKS	3,171.56
MASS, STANLEY PHILIP	PARKS	2,847.48
MECKLENBURG, JOHN	PARKS	3,028.00
OLEARY, PATRICK	PARKS	2,731.20
SPRING, TIMOTHY	PARKS	1,967.28
ABRAHAMSEN, SHARON L	POLICE	3,608.81
BERNARDI, NICHOLAS	POLICE	2,868.32
BERNSTEIN, JASON	POLICE	3,960.61
BRANUM, ROBBY	POLICE	4,498.64
BUTLER, MICHAEL	POLICE	3,073.20
CARRENO, IVAN	POLICE	2,694.96
CIPOLLA, CONSTANTINO	POLICE	5,288.28
DEMPSEY, DAVID	POLICE	3,772.01
DIDIER, JONATHAN D	POLICE	2,294.93
DIFRANCESCA, JAN	POLICE	2,718.40
DOLAN, RICHARD	POLICE	5,458.48
EISELSTEIN, FRED	POLICE	3,960.61
FARNUM, PAUL	POLICE	3,229.80
FISCHER, ADAM D	POLICE	3,532.60
FOURDYCE, JOSHUA	POLICE	4,540.00
GALLMAN, CHRISTOPHER	POLICE	2,521.60
GUSTAFSON, SAMUEL	POLICE	2,647.68
GUSTIS, MICHAEL	POLICE	3,772.00
HENRY, DANIEL	POLICE	3,960.60
KAROLEWICZ, ROBIN	POLICE	2,718.40
KIVLEY, MARK	POLICE	2,647.68
KOPULOS, GEORGE	POLICE	4,761.91
KRYSIK, KIMBERLY	POLICE	858.60
LANZ II, ARTHUR R	POLICE	4,725.11
LIEB, JOHN	POLICE	5,460.90
LINTNER, WILLIAM	POLICE	3,807.36
MARSHALL, SHANE	POLICE	4,109.33
MEZA, HECTOR	POLICE	3,252.60
MINNITI, CARLO	POLICE	2,841.73
MORTIMER, JEREMY	POLICE	4,369.68
MRZLAK, CHRISTINE	POLICE	942.50
MUEHLFELT, BRETT	POLICE	3,772.00
NICKELS, THOMAS	POLICE	2,891.20
PARSONS, JEFFREY	POLICE	4,859.66
PETERSON, CHAD	POLICE	288.61
PRENTICE, MATTHEW	POLICE	3,445.60
PRITCHARD, ROBERT	POLICE	6,893.05
RAPACZ, JOSHUA	POLICE	5,410.08
REED, TAMARA	POLICE	2,323.20
REITZ JR, ANDREW	POLICE	3,017.60
SCHMIDT, LUCAS	POLICE	2,821.04
SCHRAW, ADAM	POLICE	3,772.01

Name	Department	Total Gross
SHARP, DAVID	POLICE	3,934.14
SVEHLA, SPENSER	POLICE	3,002.28
SYKORA, SARA	POLICE	848.25
TABAKA, RANDALL S	POLICE	576.98
VALLE, SANDRA	POLICE	3,772.01
VORDERER, CHARLES	POLICE	3,772.00
HICKEY, TIMOTHY	PUBLIC WORKS ADMIN	2,340.00
LEWAKOWSKI, NICOLE	PUBLIC WORKS ADMIN	1,936.80
POURCHOT, KARYN	PUBLIC WORKS ADMIN	3,077.69
TIEDT, CHRISTOPHER	PUBLIC WORKS ADMIN	4,538.47
VAN LANDUYT, JEFFREY J	PUBLIC WORKS ADMIN	5,614.92
DUNKER, ALAN	RECREATION CENTER	2,728.13
LISK, MARY LYNN	RECREATION CENTER	2,853.67
SCHMITT, RONALD	RECREATION CENTER	413.08
TORREZ, RENEE	RECREATION CENTER	2,487.78
VIDALES, REBECCA	RECREATION CENTER	2,823.81
ZINNEN, JOHN DAVID	RECREATION CENTER	4,752.11
BUTENSCHOEN, GAVIN	SEWER & WATER MAINT	1,798.54
CASTANEDA, CHRISTIAN J	SEWER & WATER MAINT	2,429.92
MAJOR, STEPHEN	SEWER & WATER MAINT	2,891.66
MARTENSON, ALEX	SEWER & WATER MAINT	1,790.23
ORTEGA II, GASPAR	SEWER & WATER MAINT	2,414.75
PARKER, SHAWN	SEWER & WATER MAINT	3,352.01
SHOOK, MATTHEW	SEWER & WATER MAINT	369.60
WILLIAMS, BRYANT P	SEWER & WATER MAINT	2,272.31
BURGESS, JEFFREY	STREETS	3,053.70
CHAUNCEY, JUDD T	STREETS	2,030.05
LOMBARDO, JAMES	STREETS	2,314.40
MARTINEZ JR, MAURO	STREETS	2,105.42
MAXWELL, ZACHARY	STREETS	2,070.85
SCHACHT, TREVOR	STREETS	2,220.55
STOLL, MARK T	STREETS	1,941.60
VIDALES, ROGER	STREETS	3,483.15
WEGENER, JAMES	STREETS	2,131.44
BAKER, WAYNE	WASTEWATER TREATMENT	3,028.00
BOETTCHER, BRADLEY	WASTEWATER TREATMENT	2,328.87
BOLDA, DANIEL	WASTEWATER TREATMENT	2,438.58
COSGRAY, DANIEL	WASTEWATER TREATMENT	462.00
GEORGE, ANNE	WASTEWATER TREATMENT	3,991.40
SHEAHAN, ADAM	WASTEWATER TREATMENT	2,457.06
VIDALES, HENRY	WASTEWATER TREATMENT	2,833.62
GARRISON, ADAM	WATER TREATMENT	2,711.20
HOFFMAN, THOMAS	WATER TREATMENT	3,266.15
SCARPACE, SHANE	WATER TREATMENT	2,780.04
SMITH, WILLIAM	WATER TREATMENT	3,753.44
WHISTON, TIMOTHY	WATER TREATMENT	2,855.04
Grand Totals:	152	431,345.47

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128172	ALPHA MEDIA	FARMERS MARKET PROMOTION STA	2,900.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 128172:			2,900.00			
128173	MICHAEL G HILL	LAND PURCHASE-304 MADISON	9,325.00	GENERAL FUND-CIP	ROUNDAABOUT-SOUTH STREET	82-08-7-726
Total 128173:			9,325.00			
128186	1ST AYD CORPORATION	PAINT AND BRUSHES	154.70	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 128186:			154.70			
128187	A LAMP CONCRETE CONTRACTORS I	RESURFACING	656,437.14	GENERAL FUND-CIP	RESURFACING	82-08-7-703
Total 128187:			656,437.14			
128188	A5 GROUP INC	A5 MAY INVOICE 2021	8,500.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 128188:			8,500.00			
128189	AARON BREWER	MURDER ON THE ORIENT EXPRESS	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128189:			43.20			
128190	AFLAC REMITTANCE PROCESSING	REPLACEMENT CK#127174	642.44	GENERAL FUND	PAYROLL W/H ADJUSTMENTS	01-00-0-211
Total 128190:			642.44			
128191	AIRGAS	ATN WELDING FITTING	49.80	GENERAL FUND	TOOLS	01-07-6-605
Total 128191:			49.80			
128192	ALPHA CONTROLS & SERVICES LLC	ALPHA CONTROL WPD	362.50	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
Total 128192:			362.50			
128193	ALTHOFF INDUSTRIES, INC.	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128193:			100.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128194	AMERICAN VACTOR SERVICES	SERVICE TO MAINTAIN STORM SERE	2,075.00	GENERAL FUND	SERICE TO MAIN. STORM SEWERS	01-06-5-560
128194	AMERICAN VACTOR SERVICES	SERVICE TO MAINTAIN STORM SERE	1,400.00	GENERAL FUND	SERICE TO MAIN. STORM SEWERS	01-06-5-560
128194	AMERICAN VACTOR SERVICES	SERVICE TO MAINTAIN STORM SERE	2,800.00	GENERAL FUND	SERICE TO MAIN. STORM SEWERS	01-06-5-560
128194	AMERICAN VACTOR SERVICES	SERVICE TO MAINTAIN STORM SERE	4,500.00	GENERAL FUND	SERICE TO MAIN. STORM SEWERS	01-06-5-560
Total 128194:			10,775.00			
128195	ANDREA HARRIS	MURDER ON THE ORIENT EXPRESS	151.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128195:			151.00			
128196	ANN CHRISTIANSEN	MURDER ON THE ORIENT EXPRESS	64.80	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128196:			64.80			
128197	ANN VENZON	MURDER ON THE ORIENT EXPRESS T	86.40	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128197:			86.40			
128198	AQUA FLOW PLUMBING INC	R.O.W. DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128198:			100.00			
128199	ARAMARK	REUSABLE FACE MASKS	259.00	GENERAL FUND	SUPPLIES	01-08-6-606
128199	ARAMARK	UNIFORMS	61.95	GENERAL FUND	UNIFORMS	01-07-4-453
Total 128199:			320.95			
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	35.47	GENERAL FUND	UNIFORMS	01-06-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	19.60	PARKS FUND	UNIFORMS	06-00-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	46.55	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	78.10	GENERAL FUND	UNIFORMS	01-07-4-453
128200	ARAMARK UNIFORM SERVICE	WASTEWATER UNIFORMS	42.45	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	27.50	GENERAL FUND	UNIFORMS	01-07-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	46.54	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	25.61	PARKS FUND	UNIFORMS	06-00-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	35.47	GENERAL FUND	UNIFORMS	01-06-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	35.47	GENERAL FUND	UNIFORMS	01-06-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	19.60	PARKS FUND	UNIFORMS	06-00-4-453
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	46.55	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128200	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	27.50	GENERAL FUND	UNIFORMS	01-07-4-453
Total 128200:			486.41			
128201	ARLA SCHNEIDER	MURDER ON THE ORIENT EXPRESS	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128201:			43.20			
128202	ARLINGTON POWER EQUIPMENT INC	SUPPLIES	379.87	GENERAL FUND	SUPPLIES	01-05-6-606
Total 128202:			379.87			
128203	ASSOCIATED ELECTRICAL CONTRAC	EMRICSON LINE REPAIR	3,540.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
128203	ASSOCIATED ELECTRICAL CONTRAC	SSERVICE TO MAINTAIN LIFT STATIO	1,192.29	GENERAL FUND	SERVICE TO MAIN. STREET LIGHTS	01-06-5-557
Total 128203:			4,732.29			
128204	BACKGROUNDS ONLINE	BACKGROUND CHECKS	46.00	GENERAL FUND	TESTING	01-04-5-509
Total 128204:			46.00			
128205	BAILEY LINDBLAD	MURDER ON THE ORIENT EXPRESS	177.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128205:			177.00			
128206	BARBARA HARMEL	MURDER ON THE ORIENT EXPRESS	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128206:			43.20			
128207	BARBARA HARREN	MURDER ON THE ORIENT EXPRESS	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128207:			43.20			
128208	BAXTER & WOODMAN, INC.	BRINE TANK CONSTRUCTION	3,565.00	WATER & SEWER CIP	WATER TREATMENT PLANT MAINT	61-00-7-705
Total 128208:			3,565.00			
128209	BECKY VIDALES	REIMBURSEMENT MARKETING PROG	119.40	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128209:			119.40			
128210	BEVERLY BLUNDELL	T121 TICKET REFUND	129.60	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128210:			129.60			
128211	BIG STATE INDUSTRIAL SUPPLY	SUPPLIES	174.75	GENERAL FUND	SUPPLIES	01-06-6-606
Total 128211:			174.75			
128212	BONNELL INDUSTRIES, INC	ATN BURNER FOR PATCH CART	1,837.36	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 128212:			1,837.36			
128213	BRENDA HALE	MURDER ON THE ORIENT EXPRESS	56.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128213:			56.00			
128214	BRUCE RUCKER	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128214:			100.00			
128215	BRYAN CAWKINS	MURDER ON THE ORIENT EXPRESS	108.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128215:			108.00			
128216	CABAY & COMPANY, INC	WPL SUPPLIES	194.65	LIBRARY	SUPPLIES	08-00-6-606
128216	CABAY & COMPANY, INC	WPD SUPPLIES	173.04	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
128216	CABAY & COMPANY, INC	PW PARKS CABAY	48.00	PARKS FUND	SUPPLIES	06-00-6-606
Total 128216:			415.69			
128217	CALL ONE	PHONE - CM	79.33	GENERAL FUND	COMMUNICATIONS	01-01-5-501
128217	CALL ONE	PHONE - FN	80.88	GENERAL FUND	COMMUNICATIONS	01-03-5-501
128217	CALL ONE	PHONE - HR	33.39	GENERAL FUND	COMMUNICATIONS	01-04-5-501
128217	CALL ONE	PHONE - BZ	80.88	GENERAL FUND	COMMUNICATIONS	01-05-5-501
128217	CALL ONE	PHONE - PW	127.08	GENERAL FUND	COMMUNICATIONS	01-08-5-501
128217	CALL ONE	PHONE - REC	177.55	GENERAL FUND	COMMUNICATIONS	01-09-5-501
128217	CALL ONE	PHONE - ED	31.71	GENERAL FUND	COMMUNICATIONS	01-12-5-501

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128217	CALL ONE	PHONE - IT	15.91	GENERAL FUND	COMMUNICATIONS	01-13-5-501
128217	CALL ONE	PHONE - WWW	64.70	AQUATIC CENTER FUND	COMMUNICATIONS	04-00-5-501
128217	CALL ONE	PHONE - REC CNTR	55.42	RECREATION CENTER FUND	COMMUNICATIONS	05-00-5-501
128217	CALL ONE	PHONE - PD	327.49	POLICE PROTECTION FUND	COMMUNICATIONS	03-00-5-501
128217	CALL ONE	PHONE - OH	257.41	PERFORMING ARTS	COMMUNICATIONS	07-11-5-501
128217	CALL ONE	PHONE - LIB	232.97	LIBRARY	COMMUNICATIONS	08-00-5-501
128217	CALL ONE	PHONE - WT	189.44	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
128217	CALL ONE	PHONE - WWT	339.21	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
128217	CALL ONE	PHONE - WATER/SEWER	1,137.81	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-52-5-501
Total 128217:			3,231.18			
128218	CAROLINE KERSCHKE	MURDER ON THE ORIENT EXPRESS	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128218:			43.20			
128219	CATHY NICKELS	MURDER ON THE ORIENT EXPRESS	62.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128219:			62.00			
128220	CENTURY SPRINGS	WATER SUPPLIES	32.40	GENERAL FUND	SUPPLIES	01-01-6-606
Total 128220:			32.40			
128221	CHARLES OSLAKOVIC	MURDER ON THE ORIENT EXPRESS	86.40	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128221:			86.40			
128222	CHICAGO TRIBUNE	REC CENTER SUBSCRIPTION	442.00	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
Total 128222:			442.00			
128223	CHRISTINE DANTONIO	MURDER ON THE ORIENT EXPRESS	58.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128223:			58.00			
128224	CHRISTINE WILSON	MURDER ON THE ORIENT EXPRESS	21.60	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128224:			21.60			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128225	CHRISTINE YERLY-KINGSTON	MURDER ON THE ORIENT EXPRESS	120.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128225:			120.00			
128226	CHRISTOPHER B BURKE ENGINEERI	METRA WARMING SHELTER	1,316.00	GENERAL FUND-CIP	METRA WARMING CENTER	82-02-7-714
Total 128226:			1,316.00			
128227	CINTAS CORPORATION	WWT FIRST AID CABINET	58.58	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
128227	CINTAS CORPORATION	CINTAS WPD	83.30	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
Total 128227:			141.88			
128228	CITY ELECTRIC SUPPLY	SERVICE TO MAINTAIN BULDING FLA	225.70	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
Total 128228:			225.70			
128229	CITY OF WOODSTOCK	BATES WATER BILL	18.29	PARKS FUND	WATER AND SEWER	06-00-6-613
128229	CITY OF WOODSTOCK	WPD WATER BILL	233.10	POLICE PROTECTION FUND	WATER & SEWER	03-00-6-613
Total 128229:			251.39			
128230	CLARK BAIRD SMITH LLP	LEGAL EXPENSE FOR LABOR/ UNION	1,027.50	GENERAL FUND	LABOR RELATIONS	01-04-5-503
Total 128230:			1,027.50			
128231	CLIFFORD BERUTTI	MURDER ON THE ORIENT EXPRESS	60.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128231:			60.00			
128232	COMCAST	COMCAST WPD	6.35	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
Total 128232:			6.35			
128233	COMMONWEALTH EDISON	REC CENTER ELECTRIC	481.41	RECREATION CENTER FUND	ELECTRIC	05-00-6-604
Total 128233:			481.41			
128234	CONCENTRIC INTEGRATION LLC	SCADA SERVICES	160.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128234:			160.00			
128235	CONNIE BELL	MURDER ON THE ORIENT EXPRESS	58.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128235:			58.00			
128236	CONSERV FS	GAS	212.43	GENERAL FUND	GASOLINE & OIL	01-08-6-602
128236	CONSERV FS	GAS	73.18	GENERAL FUND	GASOLINE AND OIL	01-05-6-602
128236	CONSERV FS	GAS	314.28	POLICE PROTECTION FUND	GASOLINE & OIL	03-00-6-602
128236	CONSERV FS	GAS	14.12	GENERAL FUND	GASOLINE AND OIL	01-05-6-602
128236	CONSERV FS	GAS	258.36	PARKS FUND	GASOLINE & OIL	06-00-6-602
128236	CONSERV FS	DIESEL	330.38	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128236	CONSERV FS	DIESEL	1,339.82	GENERAL FUND	GAS & OIL	01-06-6-602
128236	CONSERV FS	GAS	403.91	PARKS FUND	GASOLINE & OIL	06-00-6-602
128236	CONSERV FS	GAS	312.99	PARKS FUND	GASOLINE & OIL	06-00-6-602
128236	CONSERV FS	GENERATOR FUEL	71.97	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128236	CONSERV FS	BALLFIELD MATERIALS	720.01	GENERAL FUND-CIP	BALL FIELD IMPROVEMENTS	82-06-7-730
128236	CONSERV FS	PARKS MATERIALS	297.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128236	CONSERV FS	PARKS MATERIALS	963.50	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128236	CONSERV FS	GAS	328.42	PARKS FUND	GASOLINE & OIL	06-00-6-602
128236	CONSERV FS	GAS	69.84	GENERAL FUND	GAS & OIL	01-09-6-602
128236	CONSERV FS	GAS	247.35	PARKS FUND	GASOLINE & OIL	06-00-6-602
128236	CONSERV FS	GAS	37.83	GENERAL FUND	GAS & OIL	01-06-6-602
128236	CONSERV FS	GAS	153.44	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128236	CONSERV FS	DIESEL	475.45	GENERAL FUND	GAS & OIL	01-06-6-602
128236	CONSERV FS	DIESEL	36.31	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128236	CONSERV FS	DIESEL	1,230.76	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128236	CONSERV FS	DIESEL	217.83	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128236	CONSERV FS	GAS	146.29	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128236	CONSERV FS	GAS	241.53	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128236	CONSERV FS	GAS	96.04	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128236	CONSERV FS	BALLFIELD MATERIALS	2,328.56	GENERAL FUND-CIP	BALL FIELD IMPROVEMENTS	82-06-7-730
128236	CONSERV FS	BALLFIELD MATERIALS	794.37	GENERAL FUND-CIP	BALL FIELD IMPROVEMENTS	82-06-7-730
Total 128236:			11,715.97			
128237	COPY EXPRESS, INC.	POSTER - BACK WINDOW	99.31	PERFORMING ARTS	PRINTING SERVICES	07-11-5-537

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128237:			99.31			
128238	CORE & MAIN LP	STORM SEWER	391.85	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
128238	CORE & MAIN LP	PARTS FOR SANITARY SEWER	528.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
128238	CORE & MAIN LP	PARTS FOR WATER SYSTEM	528.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128238	CORE & MAIN LP	PARTS FOR WATER SYSTEM	97.60	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128238	CORE & MAIN LP	PART FOR IRRIGATION SYSTEM	623.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128238	CORE & MAIN LP	PARTS FOR WATER SYSTEM	85.99	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128238	CORE & MAIN LP	PARTS FOR WATER SYSTEM	675.68	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128238	CORE & MAIN LP	PARTS FOR SANITARY SEWER	449.60	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
Total 128238:			3,379.72			
128239	COUNTRYSIDE GARDEN CENTER	FLOWERS DOWNTOWN	1,393.20	PARKS FUND	LANDSCAPE MATERIALS	06-00-6-609
Total 128239:			1,393.20			
128240	CRAIG EHRLICH	MURDER ON THE ORIENT EXPRESS	58.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128240:			58.00			
128241	CROWN RESTROOMS	CROWN RESTROOMS	536.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
128241	CROWN RESTROOMS	CROWN RESTROOMS	129.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 128241:			665.00			
128242	CYNTHIA BARTNICKI	MURDER ON THE ORIENT EXPRESS	58.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128242:			58.00			
128243	DANA EYLES	MURDER ON THE ORIENT EXPRESS	120.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128243:			120.00			
128244	DANNY VASQUEZ	OPERA HOUSE TICKET REFUND	86.40	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128244:			86.40			
128245	DAVID YOUNG	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128245:			43.20			
128246	DEANNA GRAHAM	OPERA HOUSE TICKET REFUND	60.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128246:			60.00			
128247	DEBBIE BISHOP	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128247:			43.20			
128248	DELWAYN JAY HANSEN	OPERA HOUSE TICKET REFUND	60.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128248:			60.00			
128249	DISPLAY SALES	SPRING BANNERS	1,615.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 128249:			1,615.00			
128250	DONNA LAKOMIAK	OPERA HOUSE TICKET REFUND	64.80	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128250:			64.80			
128251	DONNA SIEGLER	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128251:			43.20			
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	35.60	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	ELECTRIC	639.26	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	229.62	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	1,095.53	WATER & SEWER UTILITY FUND	UTILITIES- BOOSTER STATIONS	60-52-5-541
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	937.67	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	ELECTRIC	571.56	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	1,524.30	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	339.76	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	107.96	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	73.94	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	83.76	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	230.63	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	82.62	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128252	DYNEGY ENERGY SERVICES	ELECTRIC	191.32	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	57.79	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	42.99	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	4.28	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	117.45	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	35.97	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	5.38	PARKS FUND	ELECTRICITY	06-00-5-540
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	67.89	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	654.21	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	6.12	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	47.79	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	10.64	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	288.93	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	33.93	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	434.30	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	35.70	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	101.04	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	ELECTRIC	20.16	PARKS FUND	ELECTRICITY	06-00-5-540
128252	DYNEGY ENERGY SERVICES	ELECTRIC	.61	PARKS FUND	ELECTRICITY	06-00-5-540
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	78.40	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128252	DYNEGY ENERGY SERVICES	STREET LIGHTS	.35	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
Total 128252:			8,187.46			
128253	EMILY KUNASH	FITNESS INSTRUCTOR	120.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 128253:			120.00			
128254	ERIC SCHLEUTERMANN	ROW OPENING DEPOSIT	100.00	ESCROW FUND	RECYCLE TOTES	72-00-0-274
Total 128254:			100.00			
128255	FMPLUS-GREEN LTD	C.H BASEMENT	300.95	GENERAL FUND	SERVICE TO MAINTAIN BUILDING	01-02-5-550
128255	FMPLUS-GREEN LTD	C.H JANITORIAL	1,280.62	GENERAL FUND	SERVICE TO MAINTAIN BUILDING	01-02-5-550
128255	FMPLUS-GREEN LTD	LIBRARY JANITORIAL	1,339.36	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
Total 128255:			2,920.93			
128256	FOXCROFT MEADOWS, INC.	PITS IMPROVEMENTS	300.40	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128256	FOXCROFT MEADOWS, INC.	PITS IMPROVEMENTS	81.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128256:			381.40			
128257	FRAN EVENS	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128257:			43.20			
128258	GARY W ANDERSON ARCHITECTS	OLD COURTHOUSE - GWAA PLAN PR	84,868.00	TIF CIP	OLD COURTHOUSE	42-00-7-729
Total 128258:			84,868.00			
128259	GAVERS ASPHALT PAVING	STREET SWEEPING HAULING	3,655.00	ENVIRONMENTAL MANAGEMENT FUN	WASTE DISPOSAL SERVICES	90-00-5-560
128259	GAVERS ASPHALT PAVING	PARKS BLACK DIRT	60.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 128259:			3,715.00			
128260	GEOSTAR MECHANICAL, INC.	WWT AC	315.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN BUILDING	60-51-5-550
Total 128260:			315.00			
128261	GERALD WORTH	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128261:			43.20			
128262	GESKE & SONS	HOT MIX ASPHALT	111.13	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128262	GESKE & SONS	HOT MIX ASPHALT	99.06	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128262	GESKE & SONS	HOT MIX ASPHALT	95.89	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128262	GESKE & SONS	HOT MIX ASPHALT	81.92	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128262	GESKE & SONS	HOT MIX ASPHALT	64.77	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
Total 128262:			452.77			
128263	GRAINGER	COMPRESSOR FILTERS	39.80	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
128263	GRAINGER	AIR DRYER KITS	450.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 128263:			489.80			
128264	GREENFIELD CONTRACTORS LLC	SALT STORAGE BUILDING	3,886.40	MOTER FUEL TAX FUND	SALT STORAGE BUILDING	12-00-7-723

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128264:			3,886.40			
128265	H.LINDEN & SONS SEWER & WATER I	LAWRENCE AVE STORM SEWER	50,833.25	GENERAL FUND-CIP	STORMSEWER IMPROVEMENTS	82-09-7-701
128265	H.LINDEN & SONS SEWER & WATER I	LAWRENCE AVE STORM SEWER	53,260.75	GENERAL FUND-CIP	STORMSEWER IMPROVEMENTS	82-09-7-701
128265	H.LINDEN & SONS SEWER & WATER I	WASHINGTON STREET WATERMAIN	178,312.95	WATER & SEWER CIP	WATER MAIN REPACE & CONSTRUCT	61-00-7-703
Total 128265:			282,406.95			
128266	HABITAT FOR HUMANITY	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128266:			100.00			
128267	HAWKINS, INC.	SODIUM THIOSULFATE NORTH	660.52	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
128267	HAWKINS, INC.	SODIUM THIOSULFATE SOUTH	295.58	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
Total 128267:			956.10			
128268	HELEN CAMPBELL	OPERA HOUSE TICKET REFUND	86.40	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128268:			86.40			
128269	HI VIZ INC	TRAFFIC CONTROLS	350.00	GENERAL FUND	MATERIALS TO MAIN. TRAFFIC CTL	01-06-6-629
Total 128269:			350.00			
128270	HOLLY ENGLISH	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128270:			43.20			
128271	HUNTINGTON NATIONAL BANK	ESCAPE ROOM PROGRAM	150.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
128271	HUNTINGTON NATIONAL BANK	THERMOMETER - CREDIT	18.79-	GENERAL FUND	SUPPLIES	01-01-6-606
128271	HUNTINGTON NATIONAL BANK	BREAKFAST FOR PW, MOVED EQUIP	56.12	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	SUPPLIES	145.17	PARKS FUND	SUPPLIES	06-00-6-606
128271	HUNTINGTON NATIONAL BANK	KEYS	3.40	PARKS FUND	SUPPLIES	06-00-6-606
128271	HUNTINGTON NATIONAL BANK	SD CARDS FOR ARM ROB INVEST	47.56	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
128271	HUNTINGTON NATIONAL BANK	THERMOMETER - CREDIT	13.80-	GENERAL FUND	SUPPLIES	01-01-6-606
128271	HUNTINGTON NATIONAL BANK	SUMMER PROGRAM PRIZES	30.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
128271	HUNTINGTON NATIONAL BANK	VOLUNTEER MANAGEMENT	17.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
128271	HUNTINGTON NATIONAL BANK	RENEWAL FEES	1,970.00	GENERAL FUND	DUES AND SUBSCRIPTIONS	01-04-4-454

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128271	HUNTINGTON NATIONAL BANK	LICENSE STAGE LEFT REGISTER	20.00	PERFORMING ARTS	SUPPLIES & MATERIALS	07-13-6-606
128271	HUNTINGTON NATIONAL BANK	LIBRARY MATERIALS	373.00	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128271	HUNTINGTON NATIONAL BANK	VIRTUAL RACE	330.00	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
128271	HUNTINGTON NATIONAL BANK	REFUND	50.00-	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	PHOTO CHALLENGE PRIZE	25.00	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
128271	HUNTINGTON NATIONAL BANK	VIRTUAL RACE PRIZE	15.00	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
128271	HUNTINGTON NATIONAL BANK	STEPHANIE FAREWELL PARTY	272.94	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	LUNCH FOR VOLUNTEERS	42.07	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	TRAINING CLASS BAGELS	15.25	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
128271	HUNTINGTON NATIONAL BANK	TRAINING COFFEE	20.12	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
128271	HUNTINGTON NATIONAL BANK	TICKET FEE CREDIT CARD OPERA H	54.10	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
128271	HUNTINGTON NATIONAL BANK	PROCESSING FEE	47.77	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
128271	HUNTINGTON NATIONAL BANK	VIRTUAL RACE	378.81	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
128271	HUNTINGTON NATIONAL BANK	BATTERIES FOR EMRICSON TOWER	290.00	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
128271	HUNTINGTON NATIONAL BANK	MICROPHONES	50.98	POLICE PROTECTION FUND	EQUIPMENT	03-00-7-720
128271	HUNTINGTON NATIONAL BANK	DATA MANAGEMENT	16.94	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
128271	HUNTINGTON NATIONAL BANK	CREDIT CARD RECEIPT PAPER	16.99	GENERAL FUND	SUPPLIES	01-03-6-606
128271	HUNTINGTON NATIONAL BANK	UPS BATTERIES	26.99	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
128271	HUNTINGTON NATIONAL BANK	PRINTER INK	79.78	GENERAL FUND	SUPPLIES	01-04-6-606
128271	HUNTINGTON NATIONAL BANK	THERMOMETERS	185.76	GENERAL FUND	SUPPLIES	01-01-6-606
128271	HUNTINGTON NATIONAL BANK	WALL DECAL FOR HOME GYM YOGA	20.09	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	WALL DECAL GYM MOTIVATIONAL	25.73	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	UTILITY CART	93.51	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	BULLETIN BOARD MATERIALS	31.98	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	OUTDOOR FITNESS MATS	243.58	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	BANNER	70.00	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
128271	HUNTINGTON NATIONAL BANK	INSTRUCTOR COURSE	495.00	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
128271	HUNTINGTON NATIONAL BANK	POL OFC MEM WEEK	61.30	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
128271	HUNTINGTON NATIONAL BANK	NEW PANTRY HOUSING	309.92	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	POLICE OFC MEM WEEK	32.74	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
128271	HUNTINGTON NATIONAL BANK	REFUND	18.69-	GENERAL FUND	SUPPLIES	01-01-6-606
128271	HUNTINGTON NATIONAL BANK	COVID-10 WEBINAR	99.00	GENERAL FUND	TRAVEL AND TRAINING	01-04-4-452
128271	HUNTINGTON NATIONAL BANK	TOTE BAGS	301.77	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	POL OFC MEM WEEK	27.26	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
128271	HUNTINGTON NATIONAL BANK	PANTRY SUPPLIES	83.75	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	SUBSCRIPTION RENEWAL	390.00	GENERAL FUND	DUES AND SUBSCRIPTIONS	01-04-4-454
128271	HUNTINGTON NATIONAL BANK	MASKS	125.77	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
128271	HUNTINGTON NATIONAL BANK	BULK ETHERNET CABLE	195.98	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
128271	HUNTINGTON NATIONAL BANK	MICROPHONE WINDSCREEN	27.50	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128271	HUNTINGTON NATIONAL BANK	LIBRARY MATERIALS	199.86	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128271	HUNTINGTON NATIONAL BANK	SUPPLIES	104.93	GENERAL FUND	SUPPLIES	01-08-6-606
128271	HUNTINGTON NATIONAL BANK	ADS - REAL WOODSTOCK	100.76	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
128271	HUNTINGTON NATIONAL BANK	PODCAST SOFTWARE SERVICE	108.00	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
128271	HUNTINGTON NATIONAL BANK	BULLETIN BOARD FEATURES	10.76	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	20.00	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	58.40	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	136.00	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	20.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-51-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	38.40	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	20.00	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-08-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	20.00	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-07-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	389.60	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	58.40	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-05-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	20.00	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-09-6-622
128271	HUNTINGTON NATIONAL BANK	DIAG SOFTWARE	19.20	PERFORMING ARTS	MATERIAL TO MAINTAIN VEHICLE	07-11-6-622
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	PAINT FOR BALCONY STAIRWELL	63.71	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
128271	HUNTINGTON NATIONAL BANK	WEBINAR	25.00	GENERAL FUND	TRAVEL AND TRAINING	01-04-4-452
128271	HUNTINGTON NATIONAL BANK	ELECTRONIC ACCESS	270.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
128271	HUNTINGTON NATIONAL BANK	PARKS UNIFORMS	111.58	PARKS FUND	UNIFORMS	06-00-4-453
128271	HUNTINGTON NATIONAL BANK	STEPHANIES FAREWELL PARTY	42.21	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	GMIS CHAPTER DUES	300.00	GENERAL FUND	DUES/SUBSCRIPTIONS/BOOKS	01-13-4-454
128271	HUNTINGTON NATIONAL BANK	SUMMER READING BOOKS	656.69	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128271	HUNTINGTON NATIONAL BANK	COVID 19 SPRAYERS	132.50	GENERAL FUND	GAS & OIL	01-07-6-602
128271	HUNTINGTON NATIONAL BANK	DOG WASTE BAGS	87.11	PARKS FUND	RECREATION SUPPLIES	06-00-6-611
128271	HUNTINGTON NATIONAL BANK	STORY TIME BOOK	18.35	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128271	HUNTINGTON NATIONAL BANK	OIL PAN	889.00	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128271	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	10.39	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	CLEANING/PREP SUPPLIES	8.16	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	38.23	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	31.82	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	BINGO/ADULT SUMMER PRIZES	30.00	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	STEPHANIES FAREWELL PARTY	7.56	LIBRARY	SUPPLIES	08-00-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128271	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	31.33	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	77.31	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	UNIFORM CLEANING	43.80	GENERAL FUND	UNIFORMS	01-06-4-453
128271	HUNTINGTON NATIONAL BANK	SUMMER READING SUPPLIES	45.19	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	2020 VIRTUAL CONFERENCE	549.00	GENERAL FUND	TRAVEL & TRAINING	01-03-4-452
128271	HUNTINGTON NATIONAL BANK	SUMMER READING PRIZES	534.93	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
128271	HUNTINGTON NATIONAL BANK	SILHOUETTE PATTERNS	1.00	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	MASKS	125.77	PARKS FUND	SUPPLIES	06-00-6-606
128271	HUNTINGTON NATIONAL BANK	TOOLS	319.95	PARKS FUND	TOOLS	06-00-6-605
128271	HUNTINGTON NATIONAL BANK	STEPHANIE FAREWELL GIFT	65.88	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128271	HUNTINGTON NATIONAL BANK	PRINTING	33.92	PERFORMING ARTS	PRINTING SERVICES	07-11-5-537
128271	HUNTINGTON NATIONAL BANK	PLANTERS FOR FRONT ENTRANCE	62.31	LIBRARY	SUPPLIES	08-00-6-606
128271	HUNTINGTON NATIONAL BANK	REFUND	13.80-	GENERAL FUND	SUPPLIES	01-01-6-606
128271	HUNTINGTON NATIONAL BANK	REFUND	18.79-	GENERAL FUND	SUPPLIES	01-01-6-606
128271	HUNTINGTON NATIONAL BANK	ELECTRONIC ACCESS	360.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
128271	HUNTINGTON NATIONAL BANK	PARADE BUNTING FOR MAYORS CAR	32.01	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
128271	HUNTINGTON NATIONAL BANK	NERCOM-KELTRON BACKUP	39.52	WIRELESS FUND	COMMUNICATIONS	15-00-5-501
128271	HUNTINGTON NATIONAL BANK	SCADA CONNECTIONS	101.61	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - CM	86.46	GENERAL FUND	COMMUNICATIONS	01-01-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - FN	146.58	GENERAL FUND	COMMUNICATIONS	01-03-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - PD	42.68	POLICE PROTECTION FUND	COMMUNICATIONS	03-00-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - BZ	159.62	GENERAL FUND	COMMUNICATIONS	01-05-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - PW	344.52	GENERAL FUND	COMMUNICATIONS	01-08-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - REC	155.10	GENERAL FUND	COMMUNICATIONS	01-09-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - ED	254.29	GENERAL FUND	COMMUNICATIONS	01-12-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - IT	56.41	GENERAL FUND	COMMUNICATIONS	01-13-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - WATER/SEWER	137.27	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-52-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - WATER	47.38	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
128271	HUNTINGTON NATIONAL BANK	CELL PHONE - WASTE WATER TREAT	98.52	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
128271	HUNTINGTON NATIONAL BANK	ADOBE SUBSCRIPTION	33.99	GENERAL FUND	DUES/SUBSCRIPTIONS/BOOKS	01-12-4-454
128271	HUNTINGTON NATIONAL BANK	ADOBE SUBSCRIPTION	20.99	PERFORMING ARTS	DUES & SUBSCRIPTION	07-11-4-454
128271	HUNTINGTON NATIONAL BANK	ALCOHOL FOR COVID	235.00	GENERAL FUND	MATERIAL TO MAINTAIN BUILDINGS	01-07-6-620
128271	HUNTINGTON NATIONAL BANK	ZOOM SUBSCRIPTION	239.90	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
128271	HUNTINGTON NATIONAL BANK	ZOOM SUBSCRIPTION - REC	239.90	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 128271:			16,090.44			
128272	HYDROTEX	OIL	31.28	GENERAL FUND	GASOLINE AND OIL	01-05-6-602
128272	HYDROTEX	OIL	56.87	GENERAL FUND	GAS & OIL	01-07-6-602
128272	HYDROTEX	OIL	1,046.48	POLICE PROTECTION FUND	GASOLINE & OIL	03-00-6-602

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128272	HYDROTEX	OIL	397.71	PARKS FUND	GASOLINE & OIL	06-00-6-602
128272	HYDROTEX	OIL	51.19	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128272	HYDROTEX	OIL	238.47	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128272	HYDROTEX	OIL	1,968.95	GENERAL FUND	GAS & OIL	01-06-6-602
128272	HYDROTEX	OIL	164.93	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128272	HYDROTEX	OIL	203.57	GENERAL FUND	EQUIPMENT	01-07-7-720
Total 128272:			4,159.45			
128273	ILLINI POWER PRODUCTS	GENERATOR SERVICE	375.31	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552
Total 128273:			375.31			
128274	ILLINOIS DEPARTMENT OF INSURAN	DEPT. OF INSURANCE	4,453.93	POLICE PENSION	DEPT. OF INSURANCE FILING FEE	70-00-8-981
Total 128274:			4,453.93			
128275	IMAGE ONE FACILITY SOLUTIONS, IN	JULY JANITORIAL SERVICE	1,169.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
Total 128275:			1,169.00			
128276	JACOB BERGER	OPERA HOUSE TICKET REFUND	56.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128276:			56.00			
128277	JAMES & PAULINE YOUNG	GARBAGE BAG LINERS FOR DT PICNI	251.06	PARKS FUND	SUPPLIES	06-00-6-606
Total 128277:			251.06			
128278	JAMES HANEKAMP	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128278:			43.20			
128279	JANET WINDEGUTH	OPERA HOUSE TICKET REFUND	62.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128279:			62.00			
128280	JESUS CARDENAS	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128280:			100.00			
128281	JOAN OBRAITIS	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128281:			43.20			
128282	JOANNA AMMER	OPERA HOUSE TICKET REFUND	93.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128282:			93.00			
128283	JOE D'ANGELO	OPERA HOUSE TICKET REFUND	114.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128283:			114.00			
128284	JOHN HUDSON	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128284:			43.20			
128285	JOHN MECKLENBURG	DUES & SUBSCRIPTIONS	60.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-08-4-454
Total 128285:			60.00			
128286	JOHNSON CONTROLS	PNEUMATIC SYSTEM REPAIRS	2,963.80	LIBRARY BUILDING FUND	BUILDING & GROUNDS	09-00-7-701
Total 128286:			2,963.80			
128287	JOYCE A NARDULLI LLC	LEGISLATIVE ADVOCATE	5,000.00	GENERAL FUND	LEGISLATIVE ADVOCATE	01-01-5-562
Total 128287:			5,000.00			
128288	JUANITA KIRKMAN	OPERA HOUSE TICKET REFUND	86.40	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128288:			86.40			
128289	JUDY JOOSS	OPERA HOUSE TICKET REFUND	76.68	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128289:			76.68			
128290	JUDY THORTON	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128290:			43.20			
128291	JUVENTINO CAMILLO	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128291:			100.00			
128292	KATHLEEN FARR	OPERA HOUSE TICKET REFUND	64.80	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128292:			64.80			
128293	KATHLEEN FIELD ORR & ASSOCIATES	RDA ALDI	924.00	TAX INCREMENT FINANCING FUND	LEGAL SERVICES	41-00-5-502
Total 128293:			924.00			
128294	KATHLEEN HAMMERSTONE	OPERA HOUSE TICKET REFUND	86.40	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128294:			86.40			
128295	KENDRA CRAIN	OPERA HOUSE TICKET REFUND	112.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128295:			112.00			
128296	KENNETT EXCAVATING	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128296:			100.00			
128297	KIM WRATSCHKO	OPERA HOUSE TICKET REFUND	120.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128297:			120.00			
128298	KIRCHNER FIRE EXTINGUISHER	FIRE EXTINGUISHER WWT	410.25	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN BUILDING	60-51-5-550
Total 128298:			410.25			
128299	KYLE SCHULTZ	ROW OPENING DEPOSIT	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128299:			100.00			
128300	LACAL EQUIPMENT	SWEEPER PARTS PER JB	1,810.06	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128300:			1,810.06			
128301	LAFONATINE ENTERPRISES INC	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128301:			100.00			
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
128302	LENNAR HOMES	ROW DEPOSIT REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128302:			1,300.00			
128303	LEO DAVIERO	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128303:			100.00			
128304	LINDA MOKERY	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128304:			43.20			
128305	LISA WOOD	OPERA HOUSE TICKET REFUND	172.80	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128305:			172.80			
128306	M.G. SERVICES LANDSCAPING	LAWN MOWING RTE 14	3,000.00	GENERAL FUND	SERVICE TO MAINTAIN PAVEMENTS	01-06-5-555
128306	M.G. SERVICES LANDSCAPING	PARK MAINTENANCE	1,900.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 128306:			4,900.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128307	MARIA FANNING	TBALL REFUND	20.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
	Total 128307:		20.00			
128308	MARILYN LORR	OPERA HOUSE TICKET REFUND	120.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
	Total 128308:		120.00			
128309	MARILYN MILLER	OPERA HOUSE TICKET REFUND	62.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
	Total 128309:		62.00			
128310	MARK BUNDICK	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
	Total 128310:		43.20			
128311	MC HENRY COUNTY COLLECTOR	REAL ESTATE TAXES 13707 W. JACKS	1,894.82	GENERAL FUND	PROPERTY TAXES	01-02-5-599
	Total 128311:		1,894.82			
128312	MC HENRY COUNTY HISTORICAL SO	NEWSPAPER DIGITIZING	1,000.00	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
	Total 128312:		1,000.00			
128313	MC HENRY COUNTY RECORDER OF	SOFTWARE SUPPORT - LAREDO	275.00	GENERAL FUND	SOFTWARE SUPPORT	01-05-5-566
	Total 128313:		275.00			
128314	MCHENRY COUNTY COUNCIL OF GO	MCHENRY COUNTY COUNCIL OF GO	6,636.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-01-4-454
	Total 128314:		6,636.00			
128315	MCHENRY COUNTY DIV OF TRANSP	SUPPLEMENTAL PAYMENT FOR MC R	7,740.75	PARATRANSIT FUND	PACE REIMBURSEMENT	26-00-5-503
	Total 128315:		7,740.75			
128316	MDC ENVIRONMENTAL SERVICES	RECYCLE TOTERS	450.00	ESCROW FUND	RECYCLE TOTES	72-00-0-274
	Total 128316:		450.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128317	MEGAN BENNETT	TBALL REFUND	50.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 128317:			50.00			
128318	MENARDS	MAIL BOX RETURN	134.95	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128318	MENARDS	PARKS SUPPLIES	236.36	PARKS FUND	SUPPLIES	06-00-6-606
128318	MENARDS	CHEMICALS, PARKING LOT PAINT	60.83	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
128318	MENARDS	BRACKET PARTS	7.97	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
128318	MENARDS	PARKS SUPPLIES	35.94	PARKS FUND	SUPPLIES	06-00-6-606
128318	MENARDS	PARKS SUPPLIES	223.06	PARKS FUND	SUPPLIES	06-00-6-606
128318	MENARDS	PAINTING SUPPLIES	33.43	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
128318	MENARDS	PARKS HAND TOOLS	11.87	PARKS FUND	TOOLS	06-00-6-605
128318	MENARDS	PICNIC TABLE REPAIR	639.04	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128318	MENARDS	PLANTER BOX DIRT	34.93	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128318	MENARDS	SUPPLIES	179.82	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
128318	MENARDS	PARKS SUPPLIES	5.49	PARKS FUND	SUPPLIES	06-00-6-606
128318	MENARDS	REC CENTER CHEMICALS	25.64	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
128318	MENARDS	WPD SUPPLIES	16.17	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
128318	MENARDS	CHAINSAW CHAIN	78.50	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
128318	MENARDS	TOILET BRUSHES	23.96	GENERAL FUND	MATERIAL TO MAINTAIN BUILDINGS	01-07-6-620
128318	MENARDS	REC CENTER HYDRAULIC CEMENT	4.98	RECREATION CENTER FUND	MATERIAL TO MAINTAIN POOL	05-00-6-622
128318	MENARDS	SUPPLIES	80.72	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
128318	MENARDS	PARTS FOR WATER SYSTEM	7.39	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128318	MENARDS	SUPPLIES	47.71	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
128318	MENARDS	PARKS SUPPLIES	38.97	PARKS FUND	SUPPLIES	06-00-6-606
128318	MENARDS	WATER LINE PARTS	146.86	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN BUILDING	60-51-6-620
128318	MENARDS	TOOLS	76.36	WATER & SEWER UTILITY FUND	SUPPLIES	60-52-6-606
128318	MENARDS	WATER LINE PARTS	47.11	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN BUILDING	60-51-6-620
Total 128318:			1,928.16			
128319	MICHELE WENZEL	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128319:			43.20			
128320	MIDWEST PAPER RETRIEVER	RECYCLING	20.00	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
Total 128320:			20.00			
128321	MIDWEST SALT LLC	SALT SEMINARY	2,093.95	WATER & SEWER UTILITY FUND	SALT	60-50-6-610

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128321	MIDWEST SALT LLC	SALT FIRST ST	2,774.15	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
128321	MIDWEST SALT LLC	SALT SEMINARY	2,151.80	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
128321	MIDWEST SALT LLC	SALT FIRST ST	2,736.86	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
128321	MIDWEST SALT LLC	SALT SEMINARY	2,308.11	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
128321	MIDWEST SALT LLC	SALT SEMINARY	2,112.22	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
128321	MIDWEST SALT LLC	SALT FIRST ST	2,886.02	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
128321	MIDWEST SALT LLC	SALT SEMINARY	2,312.17	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
Total 128321:			19,375.28			
128322	MIKE BOWN	OPERA HOUSE TICKET REFUND	56.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128322:			56.00			
128323	MJ PLUMBING INC	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128323:			100.00			
128324	MOOD MEDIA	MUSIC SERVICES AT WWW	46.13	AQUATIC CENTER FUND	COMMUNICATIONS	04-00-5-501
Total 128324:			46.13			
128325	MORTON SALT	ICE CONTROL MATERIAL	20,993.62	MOTER FUEL TAX FUND	ICE CONTROL MATERIAL	12-00-6-572
Total 128325:			20,993.62			
128326	MOTOROLA SOLUTIONS, INC	COMMUNICATIONS	1,360.00	POLICE PROTECTION FUND	DUE FROM MCHENRY COUNTY 911	03-00-0-125
Total 128326:			1,360.00			
128327	MY LITTLE BOW PEEPS SHOP LLC	LITTLE BOW PEEPS LOAN	10,686.91	REVOLVING LOAN	MY LITTLE BO PEEEPS LLC	85-00-0-143
128327	MY LITTLE BOW PEEPS SHOP LLC	LITTLE BO PEEPS LOAN	7,744.98	REVOLVING LOAN	MY LITTLE BO PEEEPS LLC	85-00-0-143
128327	MY LITTLE BOW PEEPS SHOP LLC	LITTLE BO PEEPS LOAN	887.64	REVOLVING LOAN	MY LITTLE BO PEEEPS LLC	85-00-0-143
128327	MY LITTLE BOW PEEPS SHOP LLC	LITTLE BO PEEPS LOAN	743.20	REVOLVING LOAN	MY LITTLE BO PEEEPS LLC	85-00-0-143
Total 128327:			20,062.73			
128328	NAPA AUTO PARTS	IMPACT SOCKET	10.49	WATER & SEWER UTILITY FUND	TOOLS	60-51-6-605

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128328:			10.49			
128329	NICOR	GAS FOR EMERGENCY GENERATOR	41.44	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	NICOR SOUTH PLANT	62.88	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-51-6-603
128329	NICOR	GAS WELL #8	39.87	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
128329	NICOR	GAS WELL #12	39.87	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
128329	NICOR	NICOR SOUTH ST	36.76	PARKS FUND	FUEL - HEATING	06-00-6-603
128329	NICOR	GAS FOR EMERGENCY GENERATOR	40.41	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	GAS FOR EMERGENCY GENERATOR	122.25	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	GAS FIRST STREET	223.94	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
128329	NICOR	GAS FOR EMERGENCY GENERATOR	124.99	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	NICOR ADMIN BUILDING	49.99	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-51-6-603
128329	NICOR	NICOR WWW MECH ROOM	118.78	AQUATIC CENTER FUND	FUEL - HEATING	04-00-6-603
128329	NICOR	GAS FOR EMERGENCY GENERATOR	39.37	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	GAS FOR EMERGENCY GENERATOR	42.44	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	NICOR NORTH PLANT	188.01	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-51-6-603
128329	NICOR	GAS FOR EMERGENCY GENERATOR	40.39	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	GAS FOR EMERGENCY GENERATOR	41.96	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	GAS FOR EMERGENCY GENERATOR	38.88	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	GAS FOR EMERGENCY GENERATOR	44.73	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128329	NICOR	NICOR ADMIN BUILDING	67.84	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-51-6-603
Total 128329:			1,404.80			
128330	NIR ROOF CARE	WPD NIR ROOF REPAIRS	915.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
128330	NIR ROOF CARE	WPL ROOF REPAIRS	1,265.00	LIBRARY BUILDING FUND	BUILDING & GROUNDS	09-00-7-701
Total 128330:			2,180.00			
128331	ORKIN PEST CONTROL	ORKIN OH	572.36	PERFORMING ARTS	SERVICE TO MAINTAIN BUILDING	07-11-5-550
Total 128331:			572.36			
128332	OSHOKEMEH TSEUMAH	OPERA HOUSE TICKET REFUND	21.60	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128332:			21.60			
128333	PAOLA RAMIREZ	UPS CLAIM REIMBRUSEMENT	100.00	GENERAL FUND	UPS HOLDING ACCOUNT	01-00-0-212

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128333:			100.00			
128334	PATRICK O'CONNOR	SRP KICK OFF	150.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
Total 128334:			150.00			
128335	PAUL KORMAN	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128335:			43.20			
128336	PAULA RECKAMP	OPERA HOUSE TICKET REFUND	64.80	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128336:			64.80			
128337	PDC LABORATORIES, INC.	LAB SERVICES	600.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-50-5-509
128337	PDC LABORATORIES, INC.	LABORATORY TESTING	75.40	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-50-5-509
Total 128337:			675.40			
128338	PHILLIP PACE	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128338:			43.20			
128339	POMP'S TIRE SERVICE INC	BACKHOE TIRES	2,305.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. EQUIPMENT	60-52-6-621
128339	POMP'S TIRE SERVICE INC	TIRES	301.32	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
128339	POMP'S TIRE SERVICE INC	TIRES	567.96	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
128339	POMP'S TIRE SERVICE INC	TIRES	700.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
Total 128339:			3,874.28			
128340	QUILL CORPORATION	SUPPLIES	609.48	GENERAL FUND	SUPPLIES	01-08-6-606
Total 128340:			609.48			
128341	RALPH'S GENERAL RENT-ALL	SCAFFOLDING FOR REC CENTER	93.76	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
Total 128341:			93.76			
128342	RANGER REDI MIX INC	BLOCK FOR MATERIAL STORAGE BIN	300.00	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128342:			300.00			
128343	READY REFRESH BY NESTLE	5 GALLON BOTTLES OF WATER	49.91	WATER & SEWER UTILITY FUND	LAB CHEMICALS	60-51-6-615
Total 128343:			49.91			
128344	RECORDED BOOKS, LLC	AUDIOBOOKS	71.98	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128344	RECORDED BOOKS, LLC	AUDIOBOOKS	137.94	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128344	RECORDED BOOKS, LLC	AUDIOBOOKS	157.48	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128344	RECORDED BOOKS, LLC	AUDIOBOOKS	121.48	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128344	RECORDED BOOKS, LLC	AUDIOBOOKS	35.99	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128344	RECORDED BOOKS, LLC	AUDIOBOOKS	112.48	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 128344:			637.35			
128345	REFUGIO CORTEZ	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128345:			100.00			
128346	RICHARD GOZDECKI	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128346:			43.20			
128347	RICHARD HARRINTON	OPERA HOUSE TICKET REFUND	200.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128347:			200.00			
128348	ROBERT JESKE	OPERA HOUSE TICKET REFUND	64.80	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128348:			64.80			
128349	ROBERTA PAUL	OPERA HOUSE TICKET REFUND	62.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128349:			62.00			
128350	ROGER BRAND	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128350:			100.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128351	RON SCHROEDER	OPERA HOUSE TICKET REFUND	58.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128351:			58.00			
128352	RYAN O'REILLY	OPERA HOUSE TICKET REFUND	145.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128352:			145.00			
128353	SAMANTHA HANSON	OPERA HOUSE TICKET REFUND	56.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128353:			56.00			
128354	SCOTT TURDO	CHALLENGE COINS	2,100.00	POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 128354:			2,100.00			
128355	SCOTTIE JAMES PLAZA	OPERA HOUSE TICKET REFUND	62.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128355:			62.00			
128356	SECRETARY OF STATE	VEHICLE REGISTRATION	151.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 128356:			151.00			
128357	SECRETARY OF STATE DRIVER SERV	LEASES AND PROFESSIONAL SERVIC	30.00	POLICE PROTECTION FUND	LEASES & PROFESSIONAL SVCS	03-00-5-543
128357	SECRETARY OF STATE DRIVER SERV	PARKING VIOLATION SUSPENSIONS	10.00	POLICE PROTECTION FUND	LEASES & PROFESSIONAL SVCS	03-00-5-543
Total 128357:			40.00			
128358	SHAW MEDIA	PUBLICATIONS	116.00	GENERAL FUND	PUBLISHING SERVICES	01-01-5-538
Total 128358:			116.00			
128359	SHERRILL VITOUS	OPERA HOUSE TICKET REFUND	101.40	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128359:			101.40			
128360	SHERWIN-WILLIAMS CO ACCOUNTS	CH PAINT MATERIALS	69.73	GENERAL FUND	SUPPLIES	01-02-6-606
128360	SHERWIN-WILLIAMS CO ACCOUNTS	REC CENTER PAINT	56.11	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
128360	SHERWIN-WILLIAMS CO ACCOUNTS	REC CENTER PAINT	58.91	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128360:			184.75			
128361	SIKICH LLP	1ST PMT FY19/20 AUDIT	4,100.00	AUDIT FUND	MUNICIPAL AUDIT	02-00-5-507
Total 128361:			4,100.00			
128362	SJOSTROM & SONS INC	OLD COURTHOUSE - PAINTING DOW	3,021.00	TIF CIP	OLD COURTHOUSE	42-00-7-729
Total 128362:			3,021.00			
128363	SMITH ECOLOGICAL SYSTEMS INC	CHLORINATOR PARTS	75.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
128363	SMITH ECOLOGICAL SYSTEMS INC	CHLORINATOR PARTS	295.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 128363:			370.00			
128364	SNAP-ON INDUSTRIAL	VACUUM PUMP	192.32	GENERAL FUND	TOOLS	01-07-6-605
Total 128364:			192.32			
128365	STANDARD EQUIPMENT COMPANY	COR VACTOR TUBES	1,805.22	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
128365	STANDARD EQUIPMENT COMPANY	COR VACTORE PARTS	107.16	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 128365:			1,912.38			
128366	STAN'S OFFICE TECHNOLOGIES, IN	STANS (DISPATCH)	64.43	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	EMAIL FILTER	111.15	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - REC	203.56	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
128366	STAN'S OFFICE TECHNOLOGIES, IN	CLICK COUNT - FN	94.48	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-03-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - HR	39.98	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-04-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - CM	115.82	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-01-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - BZ	10.58	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-05-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - ED	25.50	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-12-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	STANS (RECORDS)	184.26	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	COPIER SERVICE	49.39	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-05-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - HR	13.04	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-04-5-552
128366	STAN'S OFFICE TECHNOLOGIES, IN	STANS WWT	37.11	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
128366	STAN'S OFFICE TECHNOLOGIES, IN	STANS OH	11.51	PERFORMING ARTS	PROFESSIONAL SERVICES	07-11-5-502

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128366:			960.81			
128367	STATELINE TECHNOLOGIES	IT SUPPORT	2,542.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
Total 128367:			2,542.00			
128368	STEPHANIE DIAZ	TBALL REFUND	15.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 128368:			15.00			
128369	STEVE HAHNLEIN	OPERA HOUSE TICKET REFUND	62.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128369:			62.00			
128370	STEVEN LAUSER	OPERA HOUSE TICKET REFUND	62.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128370:			62.00			
128371	STEVEN RAUCHENECKER	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128371:			100.00			
128372	STEVEN REYNOLDS	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128372:			43.20			
128373	SUE HOLTZ	OPERA HOUSE TICKET REFUND	129.60	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128373:			129.60			
128374	SYNAGRO TECHNOLOGIES INC	SLUDGE DISPOSAL	18,972.60	WATER & SEWER UTILITY FUND	SLUDGE DISPOSAL	60-51-5-551
128374	SYNAGRO TECHNOLOGIES INC	SLUDGE DISPOSAL	7,350.35	WATER & SEWER UTILITY FUND	SLUDGE DISPOSAL	60-51-5-551
Total 128374:			26,322.95			
128375	TANYA THOMAS	TBALL REFUND	90.00	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 128375:			90.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128376	THOMAS BEHLES	OPERA HOUSE TICKET REFUND	52.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128376:			52.00			
128377	THOMAS BURG	OPERA HOUSE TICKET REFUND	21.60	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128377:			21.60			
128378	TIM O'LEARY	OPERA HOUSE TICKET REFUND	186.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128378:			186.00			
128379	TOMAS AVILES	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128379:			100.00			
128380	TRACY MADIGAN	OPERA HOUSE TICKET REFUND	112.00	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128380:			112.00			
128381	TRANS UNION RISK & ALTERNATIVE	TRANSUNION	54.80	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
Total 128381:			54.80			
128382	TREBLUM SOLUTIONS GROUP	RIGHT OF WAY REFUND	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 128382:			100.00			
128383	TRITECH FORENSICS INC	WPD SUPPLIES	276.65	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 128383:			276.65			
128384	TRUGREEN PROCESSING CENTER	PARKS TRUGREEN	9,470.70	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 128384:			9,470.70			
128385	TURNKEY DIGITAL	SQUARE WEBSITE MAY PAYMENT	2,080.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 128385:			2,080.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128386	UNITED LABORATORIES	GREASE CONTROLING CHEMICALS	1,493.05	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
Total 128386:			1,493.05			
128387	USA BLUEBOOK	HYP0 PUMPS	1,019.90	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
128387	USA BLUEBOOK	SUMP PUMP PARTS	349.58	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
128387	USA BLUEBOOK	PARTS FOR SEWER SYSTEM	67.79	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
128387	USA BLUEBOOK	PARTS FOR WATER SYSTEM	45.99	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128387	USA BLUEBOOK	TOOLS	95.70	WATER & SEWER UTILITY FUND	TOOLS	60-52-6-605
Total 128387:			1,578.96			
128388	USALCO	LIQUID ALUMINUM SULFATE	3,576.61	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
Total 128388:			3,576.61			
128389	VICKI RUNDQUIST	OPERA HOUSE TICKET REFUND	43.20	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 128389:			43.20			
128390	VICTORIA WARREN	COVID DEPOSIT REFUND	200.00	PERFORMING ARTS	FACILITY RENTAL	07-00-2-360
Total 128390:			200.00			
128391	VIKING CHEMICAL COMPANY	CHLORINE GAS	1,630.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
128391	VIKING CHEMICAL COMPANY	CYLINDER CREDIT	800.00-	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
128391	VIKING CHEMICAL COMPANY	VIKING CREDIT	900.00-	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
128391	VIKING CHEMICAL COMPANY	CHLORINE & FLUORIDE	2,280.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
128391	VIKING CHEMICAL COMPANY	CYLINDER CREDIT	1,190.00-	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
Total 128391:			1,020.00			
128392	WAL-MART COMMUNITY	LATE FEE	.90	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
128392	WAL-MART COMMUNITY	REC CENTER FANS	25.51	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
128392	WAL-MART COMMUNITY	REC Q15 RACE	31.24	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 128392:			57.65			
128393	WALTER D. PERCEVECZ	COVID DEPOSIT REFUND	400.00	PERFORMING ARTS	FACILITY RENTAL	07-00-2-360

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128393:			400.00			
128394	WILL ENTERPRISES	GO WOODSTOCK SHIRTS	516.00	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 128394:			516.00			
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	816.20	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	145.75	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	145.75	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	11.66	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-08-6-622
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	11.66	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-07-6-622
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	11.66	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-05-6-622
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	11.66	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-09-6-622
128395	WINDY CITY CLEANING EQUIPMENT	WASH SOAP	11.66	PERFORMING ARTS	MATERIAL TO MAINTAIN VEHICLE	07-11-6-622
Total 128395:			1,166.00			
128396	WOLD ARCHITECTS AND ENGINEERS	DESIGN FOR LIBRARY PROJECTS	209.37	LIBRARY BUILDING FUND	BUILDING & GROUNDS	09-00-7-701
128396	WOLD ARCHITECTS AND ENGINEERS	TRAIN STATION IMPROVEMENTS	2,190.45	GENERAL FUND	A/R- METRA	01-00-0-126
Total 128396:			2,399.82			
128397	WOODSTOCK CUSD#200 BUILDINGS	D200 APRIL 2020	2,227.38	POLICE PROTECTION FUND	GASOLINE & OIL	03-00-6-602
Total 128397:			2,227.38			
128398	WOODSTOCK INDEPENDENT	AD - INDEPENDENT TOTAL MARKET	4,000.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 128398:			4,000.00			
128399	WOODSTOCK POWER EQUIPMENT, I	ATN MOWER PARTS	160.25	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
128399	WOODSTOCK POWER EQUIPMENT, I	AIR FILTER AND ELASTO START	47.84	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
128399	WOODSTOCK POWER EQUIPMENT, I	ATN BELT AND BLADES	179.85	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
128399	WOODSTOCK POWER EQUIPMENT, I	CHAINSAW CHAIN	103.75	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
128399	WOODSTOCK POWER EQUIPMENT, I	TOOLS	323.90	GENERAL FUND	TOOLS	01-06-6-605
128399	WOODSTOCK POWER EQUIPMENT, I	WHEEL KIT	325.00	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
128399	WOODSTOCK POWER EQUIPMENT, I	ATN DISCHARGE CHUTE	270.00	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128399:			1,410.59			
128400	ZUKOWSKI ROGERS FLOOD MCARDL	BO PEEPS REVOLVING LOAN	612.50	GENERAL FUND	LEGAL EXPENSES	01-12-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL FEES	437.50	GENERAL FUND	LEGAL SERVICES	01-05-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	PW LEGAL FEES	218.75	GENERAL FUND	LEGAL EXPENSES	01-08-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL FEES	131.25	GENERAL FUND	LEGAL SERVICES	01-05-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	DISTRESSED PROPERTY	43.75	GENERAL FUND	DISTRESSED PROPERTY PROGRAM	01-05-8-801
128400	ZUKOWSKI ROGERS FLOOD MCARDL	RLF LITTLE BOW PEEPS	306.25	GENERAL FUND	LEGAL EXPENSES	01-12-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL	262.50	ADMIN ADJUDICATION FUND	LEGAL SERVICES	14-00-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	WPD LEGAL FEES	1,766.75	POLICE PROTECTION FUND	LEGAL EXPENSES	03-00-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL	131.25	GENERAL FUND	SVC TO MAIN OLD COURTHOUSE	01-02-5-551
128400	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL	6,912.50	GENERAL FUND	LEGAL SERVICES	01-01-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL FEES	5,600.00	GENERAL FUND	LEGAL SERVICES	01-05-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	WPD LEGAL FEES	962.50	POLICE PROTECTION FUND	LEGAL EXPENSES	03-00-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	PARKING LOR BILLITTIERI APARTMEN	437.50	TIF CIP	LEGAL SERVICES	42-00-5-502
128400	ZUKOWSKI ROGERS FLOOD MCARDL	HISTORIC CREDITS COURTHOUSE	656.25	TIF CIP	OLD COURTHOUSE	42-00-7-729
Total 128400:			18,479.25			
Grand Totals:			1,352,630.29			

City of Woodstock

Huntington National Bank - Check #128271

VENDOR	DESCRIPTION	AMOUNT	DATE	LAST NAME
SAMSClub.COM	SUMMER READING SUPPLIES	\$ 45.19	05/11/2020	BRADLEY
BANNERSONTHECHEAP.COM	PRINTING	33.92	06/04/2020	CAMPBELL
PAYFLOW/PAYPAL	TICKET FEE CREDIT CARD OPERA H	54.10	06/02/2020	CAMPBELL
FACEBK Q75VESSHC2	ADS - REAL WOODSTOCK	100.76	05/31/2020	CAMPBELL
SHOPKEEP.COM INC.	LICENSE STAGE LEFT REGISTER	20.00	05/11/2020	CAMPBELL
GOVERNMENT FINANCE OFF	2020 VIRTUAL CONFERENCE	549.00	05/13/2020	CHRISTENSEN
R AND S SCREEN PRINTIN	BANNER	70.00	06/04/2020	HANSEN
HAHNS DAIRY QUEEN LLC	BINGO/ADULT SUMMER PRIZES	30.00	06/04/2020	HANSEN
MENARDS WOODSTOCK IL	PANTRY SUPPLIES	83.75	05/20/2020	HANSEN
TECHSOUP	ELECTRONIC ACCESS	270.00	05/21/2020	HANSEN
BOOKSENSE INC	LIBRARY MATERIALS	199.86	05/20/2020	HANSEN
MENARDS WOODSTOCK IL	NEW PANTRY HOUSING	309.92	05/18/2020	HANSEN
MOBILE BEACON	ELECTRONIC ACCESS	360.00	05/12/2020	HANSEN
TECHSOUP	LIBRARY MATERIALS	373.00	05/12/2020	HANSEN
IN *SNOBEPOT LLC	OIL PAN	889.00	06/02/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	58.40	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	136.00	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	20.00	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	20.00	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	38.40	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	20.00	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	20.00	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	389.60	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	58.40	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	20.00	05/20/2020	LAMZ
HELM-FORD DIAG SOFTWARE	DIAG SOFTWARE	19.20	05/20/2020	LAMZ
MILWAUKEE SPRAYER MFG	COVID 19 SPRAYERS	132.50	05/12/2020	LAMZ
SP * GREENCHEM INDUSTR	ALCOHOL FOR COVID	235.00	05/08/2020	LAMZ
TST* NAPOLI PIZZA	POL OFC MEM WEEK	27.26	05/15/2020	LANZ
TST* NAPOLI PIZZA	POL OFC MEM WEEK	61.30	05/15/2020	LANZ
TST* NAPOLI PIZZA	POLICE OFC MEM WEEK	32.74	05/15/2020	LANZ
FARM & FLT OF WOODSTOC	KEYS	3.40	05/19/2020	LYNK
FARM & FLT OF WOODSTOC	TOOLS	319.95	05/18/2020	LYNK
FARM & FLT OF WOODSTOC	SUPPLIES	145.17	05/14/2020	LYNK
DOG WASTE DEPOT	DOG WASTE BAGS	87.11	05/13/2020	LYNK
MENARDS E-COMMERCE	MASKS	125.77	05/04/2020	LYNK
FARM & FLT OF WOODSTOC	PAINT FOR BALCONY STAIRWELL	63.71	05/27/2020	MCCORMACK
WM SUPERCENTER #3434	PARADE BUNTING FOR MAYOR'S CAR	32.01	05/09/2020	MCCORMACK

City of Woodstock

Huntington National Bank - Check #128271

VENDOR	DESCRIPTION	AMOUNT	DATE	LAST NAME
AMZN MKTP US*MY0BX4FI2	UPS BATTERIES	\$ 26.99	06/03/2020	MCELMEEL
GMIS	GMIS CHAPTER DUES	300.00	06/02/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	06/02/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	06/02/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	06/02/2020	MCELMEEL
ADOBE ID CREATIVE CLD	ADOBE SUBSCRIPTION	20.99	06/02/2020	MCELMEEL
ADOBE ID CREATIVE CLD	ADOBE SUBSCRIPTION	33.99	06/02/2020	MCELMEEL
AMAZON.COM*MY5VP6C82 A	CREDIT CARD RECEIPT PAPER	16.99	06/02/2020	MCELMEEL
IN *RADILINK, INC.	BATTERIES FOR EMRICSON TOWER	290.00	06/01/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	05/29/2020	MCELMEEL
AMZN MKTP US*M78GS7UG0	DATA MANAGEMENT	16.94	05/28/2020	MCELMEEL
VZWRLSS*MY VZ VB P	NERCOM-KELTRON BACKUP	39.52	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	SCADA CONNECTIONS	101.61	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - CM	86.46	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - FN	146.58	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - PD	42.68	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - BZ	159.62	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - PW	344.52	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - REC	155.10	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - ED	254.29	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - IT	56.41	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - WATER/SEWER	137.27	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - WATER	47.38	05/27/2020	MCELMEEL
VZWRLSS*MY VZ VB P	CELL PHONE - WASTE WATER TREAT	98.52	05/27/2020	MCELMEEL
AMZN MKTP US*M70LM55D0	MICROPHONES	50.98	05/24/2020	MCELMEEL
PAYPAL *YAXCASILO73 EB	THERMOMETER - CREDIT	-13.80	05/21/2020	MCELMEEL
MONOPRICE INC MONOPRIC	BULK ETHERNET CABLE	195.98	05/21/2020	MCELMEEL
ZOOM.US	ZOOM SUBSCRIPTION	239.90	05/20/2020	MCELMEEL
ZOOM.US	ZOOM SUBSCRIPTION - REC	239.90	05/20/2020	MCELMEEL
AMAZON.COM*MC8Q66WD1	THERMOMETERS	185.76	05/16/2020	MCELMEEL
PAYPAL *GYC66370 EBAY	THERMOMETER - CREDIT	-18.79	05/15/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	05/15/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	05/15/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	05/15/2020	MCELMEEL
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	05/15/2020	MCELMEEL
AMAZON.COM*482Y35WH3	PRINTER INK	79.78	05/09/2020	MCELMEEL
4IMPRINT	TOTE BAGS	301.77	06/01/2020	PALMER
PODBEAN.COM	PODCAST SOFTWARE SERVICE	108.00	05/11/2020	PALMER
VOGUE CLEANERS	UNIFORM CLEANING	43.80	06/03/2020	PARKER
FBB*KINGSIZE TEL ORD	PARKS UNIFORMS	111.58	05/14/2020	PARKER
PANERA BREAD #204024 P	TRAINING CLASS BAGELS	15.25	06/01/2020	PARSONS
DUNKIN #340391 Q35	TRAINING COFFEE	20.12	06/01/2020	PARSONS
WAL-MART #3434	SD CARDS FOR ARM ROB INVEST	47.56	05/20/2020	PARSONS
AXON	INSTRUCTOR COURSE	495.00	05/14/2020	PARSONS
NEPELRA	COVID-10 WEBINAR	99.00	05/26/2020	SCHOBER
MGMT ASSC OF IL	RENEWAL FEES	1,970.00	05/08/2020	SCHOBER
MGMT ASSC OF IL	WEBINAR	25.00	05/05/2020	SCHOBER
CITYTECH	SUBSCRIPTION RENEWAL	390.00	05/05/2020	SCHOBER
PAYPAL *YAXCASILO73 EB	REFUND	-13.80	05/28/2020	STELFORD III
PAYPAL *IVT7061200L EB	REFUND	-18.69	05/14/2020	STELFORD III
PAYPAL *GYC66370 EBAY	REFUND	-18.79	05/14/2020	STELFORD III
STAPLES 00116590	SUPPLIES	104.93	05/21/2020	TIEDT

City of Woodstock

Huntington National Bank - Check #128271

VENDOR	DESCRIPTION	AMOUNT	DATE	LAST NAME
WAL-MART #3434	CRAFT SUPPLIES	\$ 10.39	06/04/2020	TRIPP
TARGET 00011668	CLEANING/PREP SUPPLIES	8.16	05/31/2020	TRIPP
U OF IL ONLINE PAYMENT	REFUND	-50.00	05/28/2020	TRIPP
AMZN MKTP US*M73DW0261	CRAFT SUPPLIES	31.82	05/25/2020	TRIPP
AMZN MKTP US*M741R12J1	CRAFT SUPPLIES	77.31	05/25/2020	TRIPP
AMZN MKTP US*M76B152H1	CRAFT SUPPLIES	31.33	05/25/2020	TRIPP
SCHOLASTIC EDUCATION	SUMMER READING BOOKS	656.69	05/22/2020	TRIPP
AMZN MKTP US*M74Z703F2	CRAFT SUPPLIES	38.23	05/21/2020	TRIPP
SQ *PARADOXSQUARED ADV	ESCAPE ROOM PROGRAM	150.00	05/13/2020	TRIPP
READ BETWEEN THE LYNES	STORY TIME BOOK	18.35	05/08/2020	TRIPP
OTC BRANDS INC	SUMMER READING PRIZES	534.93	05/06/2020	TRIPP
SQ *CASTING WHIMSY TEA	SUMMER PROGRAM PRIZES	30.00	05/07/2020	TRIPP
ADVENTURE IN A BOX	SILHOUETTE PATTERNS	1.00	05/07/2020	TRIPP
JEWEL-OSCO	STEPHANIE'S FAREWELL PARTY	42.21	05/29/2020	WEBER
CESARONI CAFE AND DELI	STEPHANIE'S FAREWELL PARTY	7.56	05/29/2020	WEBER
CESARONI CAFE AND DELI	STEPHANIE FAREWELL PARTY	272.94	05/29/2020	WEBER
WWW.VOLGISTICS.COM	VOLUNTEER MANAGEMENT	17.00	05/07/2020	WEBER
SHUTTERFLY	STEPHANIE FAREWELL GIFT	65.88	05/20/2020	ZAMORANO
THE HOME DEPOT #1969	PLANTERS FOR FRONT ENTRANCE	62.31	05/18/2020	ZAMORANO
AMAZON.COM*MY5US9J90	UTILITY CART	93.51	06/03/2020	ZINNEN
AMZN MKTP US*MY5YB8400	WALL DECAL GYM MOTIVATIONAL	25.73	06/01/2020	ZINNEN
AMZN MKTP US*MY4XI6LP1	WALL DECAL FOR HOME GYM YOGA	20.09	05/30/2020	ZINNEN
BLAIN'S FARM & FLEET	OUTDOOR FITNESS MATS	243.58	05/31/2020	ZINNEN
TST* ETHEREAL CONFECTI	VIRTUAL RACE PRIZE	15.00	05/29/2020	ZINNEN
JIMMY JOHNS # 585 - E	LUNCH FOR VOLUNTEERS	42.07	05/29/2020	ZINNEN
AMAZON.COM*MY4L17L31 A	BULLETIN BOARD MATERIALS	31.98	05/30/2020	ZINNEN
AV NOW	MICROPHONE WINDSCREEN	27.50	05/29/2020	ZINNEN
TST* NAPOLI PIZZA	PHOTO CHALLENGE PRIZE	25.00	05/28/2020	ZINNEN
CRICUT	BULLETIN BOARD FEATURES	10.76	05/21/2020	ZINNEN
TST* RUSH CREEK DISTIL	VIRTUAL RACE	330.00	05/16/2020	ZINNEN
CROWN AWARDS INC	VIRTUAL RACE	378.81	05/13/2020	ZINNEN
CASEY S GENERAL STORES	BREAKFAST FOR PW, MOVED EQUIP	56.12	05/12/2020	ZINNEN
MENARDS E-COMMERCE	MASKS	125.77	05/06/2020	ZINNEN
PLUG N PAY TECHNOLOGIE	PROCESSING FEE	47.77	05/05/2020	ZINNEN
	Totals	<u><u>\$ 16,090.44</u></u>		

**MINUTES
CITY OF WOODSTOCK
BOARD OF FIRE AND POLICE COMMISSIONERS
Monday, March 2, 2020
5:00 p.m.
Woodstock Police Department
Training Room**

A Regular Meeting of the Board of Fire and Police Commissioners of the City of Woodstock was called to order at 5:00 p.m. by Chairman Ron Giordano on Monday, March 2, 2020 in the Woodstock Police Department Training Room. A roll call was taken by Tamara Reed. Minutes were taken by Tamara Reed.

Commissioners Present: Ron Giordano
 Joseph Troc

Commissioners Absent: Larry Howell

Staff Present: Chief of Police John Lieb
 Tamara Reed, Office Coordinator

Others Present: None

Commissioner Troc called for a Motion to approve the minutes of the December 2, 2019 Regular Meeting; second by Chairman Giordano. Motion approved.

Public Comment(s)

None

Police Recruit Testing/Hiring

There is one name remaining on the current Patrol Officer Eligibility List. Testing will begin on March 28, 2020 at Creekside Middle School with registration beginning at 7:30 a.m. COPS will administer the testing as they have done in the past. There have been 38 applications “sold” so far. Human Resources estimates there may be 10 to 15 more applications received prior to the deadline. The application fee was lowered this time to encourage more candidates to apply.

Field Training Status Update on Probationary Officers

Officers Svehla and Schmidt are halfway through field training and doing fine.

Officer Kivley has finished his shadow phase and is on his second day of solo patrol.

Officers Carreno, Butler, Gustafson, Gallman and Bernardi are all on solo patrol and all are doing phenomenal.

Chief Lieb also pointed out that Officers Gallman and Butler had a true save in January and saved a life using their CPR/AED training. This is quite an accomplishment for any officer, but especially a rookie.

Update on Organizational/Personnel Issues and Changes

There are two officers currently out on medical leave; they both should return soon.

The department is currently looking for another SWAT member and another officer to join the county's drug task force.

With the retirement of Evidence Custodian Lou Gebler, former Telecommunicator Chad Peterson will return to take his place. Lou will remain long enough for Chad to shadow him, thus ensuring a smooth transition. This continues to be a Limited Part-Time position.

One officer received a disciplinary verbal warning for not making the required number of traffic contacts for the month. Another officer received a written warning for a bumper crash that was the officer's fault. The officer received a one-day suspension with one day in abeyance. The officer has a history of traffic crashes.

One officer was Late for Duty several times; he was given a one-day suspension plus one day in abeyance if he is late again.

Old Business

Chief Lieb said that F.O.P. contract negotiations continue. The current contract expires on 04/30/20. Even though the department is able to hire pre-certified officers now, the decision has been made to wait until the new contract is in place, as the starting salary will be more attractive than for those candidates.

New Business

None

Adjournment

Motion by Chairman Giordano, second by Commissioner Troc, to adjourn the meeting of the Board of Fire and Police Commissioners. Motion approved. Meeting adjourned at 5:30 p.m. on 03/02/20 in the Woodstock Police Department Training Room.

Respectfully Submitted,

Tamara Reed
Office Coordinator
Woodstock Police Department

DEPARTMENT OF PUBLIC WORKS

MONTHLY REPORT

April 2020



Resident Compliments	Page 2	Street Maintenance	Pages 13-14
Engineering Group	Pages 3-7	Sewer & Water Treatment	Pages 15-16
Office Coordinator	Page 8	Wastewater Treatment	Pages 17-22
Fleet Division	Pages 9-10	Water Treatment	Pages 23-24
Parks & Facilities	Pages 11-12		



Department of Public Works
326 Washington St.
Woodstock, Illinois 60098
www.woodstockil.gov

815/338-6118
fax 815/334-2263

Resident Compliments

- ❖ **Scott Carlson on Lucas Rd. wanted to extend a big THANK YOU. He said that it took multiple attempts to resolve his problem, but that the Public Works employees never gave up, returned day after day and found resolution. He was very appreciative!**
- ❖ **Tami Carlson on Lucas Rd. also said, “I can’t THANK Jeff and his crew enough! They were prompt, courteous, and efficient! I’m very grateful.”**

To: Jeff Van Landuyt, Public Works Director

From: Christopher Tiedt, PE, City Engineer

Re: Department of Public Works Office Monthly Report – April 2020

Date: May 11, 2020

The following list summarizes efforts made by the Engineering Group for the month of April 2020:

Ongoing Construction Projects:

- **Chipotle/T-Mobile – 161 & 165 S. Eastwood Drive:** Construction of the two-tenant space building shell is nearing completion. All underground utility work is complete. Engineering office continues to perform site SWPPP inspections as needed.

- **Kishwaukee Brewery:** The proposed commercial development is located in the Cold Headers subdivision on Lots 1 & 7. Construction of the building shell continues. All underground utility work is complete. Engineering office continues to perform site SWPPP inspections as needed.

Residential Developments:

- Engineering has performed Final Punchlist inspections within the Apple Creek Estates Subdivision and continued to work with the developer to resolve all outstanding punchlist items.



- Engineering continued construction and stormwater management ordinance inspections at several residential developments, including:

Maples at the Sonatas

Sanctuary at Bull Valley

Ponds of Bull Valley

These construction inspections include streets, pavement patches, sidewalk/ADA compliance, curb and gutter, driveway aprons, culverts, and storm sewer installation. These inspections are performed during both the construction process and upon completion.



Inspections relating to the stormwater management ordinance include the condition and effectiveness of the erosion and sediment control devices, site grading, and verification of final site restoration. These inspections must occur on a weekly basis and after any precipitation event

Lamp, the observation of soil modification on various streets within the program performed by Bedrock Stabilization Inc., and hot-mix asphalt installation performed by Geske and Sons, Inc.



- **2020 Street Maintenance Program:** One contract was awarded to Plote Construction Inc. by City Council to complete all four individual 2020 Street Maintenance Program areas. The City, HLR (City's consultant) and Plote Construction are making final preparations in anticipation of work beginning in June 2020.

- **Lawrence Avenue Storm Sewer Replacement:** Storm sewer work on Lawrence Avenue was completed under the supervision of Engineering. Restoration on Lawrence Avenue that included new curbing, pavement patching and landscape has been completed.



- **Washington Street Watermain:** Due to the Executive Order to shelter in place, the watermain replacement project along Washington Street has delayed.
- **EV Charging Station:** The installation of the EV Charging Station in the Metra Lot on Throop Street was delayed due to the Executive Order to shelter in place and weather. Installation is expected to take place in May.



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To: Jeff Van Landuyt, Public Works Director

From: Nicole Lewakowski, Office Coordinator

Re: Department of Public Works Office Monthly Report – April 2020

Date: May 5, 2020

Event Activities

- Provided notification for cancelled events due to pandemic including; Fair Diddley, March for Babies, and Summer in the Park

Miscellaneous Activities

- End of the month activities, included – reconciling receivables and petty cash, garbage sticker/yard waste sticker inventory, and office supply inventory and ordering.
- Coordinated and proofread the Monthly Report.
- Provided continuous updates on City’s website for Lawrence Ave. storm sewer improvement work
- Provided continuous updates on City’s website for Washington St. work
- Updated the website information monthly as needed.
- Processed incoming Adopt-a-Highway agreements.
- Assisted with the approval of eight Oversize/Overweight Permit applications.
- Invoiced for four Oversize/Overweight Permits.
- Created (68) CSRs originating from resident and employee concerns.
- Updated all completions or scheduled services in the open CSR database.
- Assisted with the approval of submitted Right-of-Way Opening Permit applications and issued subsequent permit refunds.
- Reported one streetlight outage to ComEd.
- Fielded three FOIA requests.
- Coordinated a schedule for Community Gardens to facilitate gardening season during pandemic.
- Posted Bid for 2020 Metra Station Repairs

To: Jeff Van Landuyt, Public Works Director
From: Rob Lamz, Fleet Maintenance Superintendent
Re: Fleet Maintenance Division Monthly Report – April 2020
Date: May 8, 2020

April continued with the new normal in the Fleet Division, with staff working alternate shifts to control the possible spread of COVID-19. Sanitization of incoming cars and units continued throughout the month, with masks required if staff needed to ride in the same unit when returning from service work or pickup/drop off. Staff continued to prioritize the workload. We worked to get seasonal equipment up and running amongst daily incoming demands for service. A constant in our aging fleet, simple repairs turn into extensive ones with the discovery of unrelated problems due to age and/or corrosion.

Staff worked around the constraints of the virus to complete the sale of surplus equipment in April, recovering funds from retired or replaced assets. Staff completed transactions for five units, totaling \$27,385 in auction sales. A new world for everyone, buyers arranged for online payment via our credit card portal and arranged for a pick-up time. Staff then placed envelopes outside with information and a buyer's agreement for the new owners to sign and leave behind.



Staff welcomed the arrival of the test mule for the Parks Division. The F-250s didn't offer what staff needed in way of high-load floors and accessibility. Staff purchased a Ford F-150 and upfit it with an aluminum flatbed. The flatbed eases access, allowing staff to load it easily from all sides, and eliminates the chance of bed damage. Parks staff already put the truck to use in early May, utilizing the easy access and large bed to

move a component to the aquatic center where it could be hoisted into place.



Staff completed service work and a pre-season inspection on the older of the two gang mowers in the Parks Division. The small, hard wheels combined with the dry and uneven terrain of Merryman Fields and the surrounding area have taken their toll on the frame and sheet metal over the years. Staff found over 22 different locations on the mower requiring welding repairs. Each repair required staff to grind away the paint, stop drill the crack, weld, and prime the repair. With the mower stitched back

together, staff moved onto replacing 4 gauge wheel assemblies and the travel tires, all of which were worn. Staff completed the service by checking all the grease fittings and gearbox oils.

Police unit 24 was brought into the shop in April, with an apparent issue stemming from the right front wheel. Earlier complaints of a vibration resulted in staff swapping the spare tire onto the front corner to alleviate a bent wheel and save cost. The unit returned for service later in the month where technicians noted the spare had a bent wheel lip, using a dead-blow hammer to return it to visually straight. The car returned later with reports of a vibration again. Staff noticed some abrasions to the sidewall of the tire and found the wheel to be bent. Staff also noticed play in the CV axle, discovering the axle nut backing off. Staff re-secured the nut, replaced both wheels, and had the alignment adjusted, which corrected all issues.

The new Vactor required a road service call while staff were using it to hydroexcavate, developing a leak from beneath the hydraulic reservoir. While the failure happened close to the PW building, it incapacitated the unit with a live leak while running. Staff used manual overrides to return the boom to a travel position, closed the hydraulic valves, and limped the unit back to the shop. Back at the shop, staff noticed a couple loose flanges beneath the unit, allowing an o-ring to dislodge. Representatives from Vactor sent the o-ring and replacement fluid the next day, where staff completed the repair and released the unit.

A simple front brake noise in the pickup shared by the Parks and Streets Division turned into a days-long event. The technicians found a seized front brake caliper caused premature wear of the front left corner. Upon inspection, technicians identified seized pins in all four brake calipers, as well as rusted-through backing plates on the rear axle, leaving parking brake components loose in the wheel end assembly. The truck ended up with all four calipers, rotors, both sets of brakes, rear backing plates, axle seals, and a brake bleed before it left the shop. Parts alone for this repair totaled just over \$1,200.

To: Jeff Van Landuyt, Public Works Director

From: Chris Lynk, Parks and Facilities Superintendent

Re: Parks and Facilities Division Monthly Report

Date: April 30, 2020

Parks Tasks:

- The City has been under tight scheduling due to COVID-19 and are working essential duties as a service to the public. These duties included trash pick up, building maintenance and mowing of the almost 500 acres to start the season on schedule.
- Playgrounds and all athletic fields are currently closed. With the cancellation of annual tournaments hosted by the City, the Division is taking advantage and completing much needed improvements to ballfields, as well as keeping up maintenance weekly.
- Employees did spring cleaning of the downtown bumpouts by clearing old debris, cutting down grasses for spring growth and pruning of trees and bushes in April. The continuation of the improvement plan to the downtown is happening daily to accomplish our goals.
- Ballfield maintenance resumed for Bates park Field 6 and to Field B at Emricson Park. At Field 6, we removed the outfield/infield lip and laid 2,000 sq. ft. of new sod in an effort to remove the extreme trip hazard caused by the lip. 60 tons of new ballfield mix was added to the playing field to improve runoff and playability. On Field B, 6 feet of the outer lip was removed and an additional 80 tons of material was installed.
- Tree maintenance for the division has slowed, but is continuing with contractors removing trees too large for the City's equipment to handle. Contracted tree removal is based on tree size and threat to public safety.
- Daily litter clean up in the downtown and outlying parks continues as winter ends. Playgrounds and park equipment is being evaluated and assessed for needs of the summer season.
- Two new bike racks were installed on Cass St., with the assistance of the Streets Division. The City is hopeful that the new racks will make bicyclists



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feel welcome and accommodated while visiting the Square. Additionally, more bike racks will discourage locking bikes to trees and street lamps.

Facilities Tasks:

- Work was authorized and began for slate repair at the Opera House.
- Interior plumbing was put into service for the bath house at the Aquatic Center.
- A heater for the entryway of Police Department was serviced to repair electrical malfunctions.
- A circulator pump was replaced at the Public Works building.
- Touchless paper towel dispensers were installed at the Public Works facility; supporting the City's efforts to stop the spread of germs. Touchless soap dispensers are in the works as well.
- Completed irrigations throughout the City with meters installed. System checks were completed and scheduled maintenance for troubled systems is scheduled for May.
- Completed daily maintenance: walking each building, registering mechanical equipment and overseeing contractors as needed.



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To: Jeff Van Landuyt, Public Works Director
 From: Roger Vidales Streets Interim Superintendent / Forman
 Re: **Street Division Monthly Report – April 2020**
 Date: **May 12, 2020**

Item	Goal	Description	April	FY18/19	FY19/20
				Actual	Estimated
Internal Training	Provide 40 hours of documented training for division employees each year	Hours per employee	0	2	40
Storm Sewer Maintenance	Clean at least 6,000 feet of storm sewer lines	Feet	0	13,126	2,000
Street Sweeping	Sweep at least 1,000 center lane miles/ year	Center Lane Miles	0	750	1,000
Sidewalk Replacement	Replace 700 lineal feet of hazardous sidewalk per year	Lineal Feet	0	217	700
Storm Sewer Intakes	Repair failed storm sewer intakes	Number Repaired	0	39	N/A

Sign Maintenance

Employees responded to emergency signage requests and handled incoming CSRs for signage on an individual basis. Twenty sign repairs were completed for the month of April. As well as, sign repairs required on a daily basis to those that need replacement according to new MUTCD Guidelines and their condition.

Mailbox Repairs

The Division replaces mailboxes damaged during the plow season. The damage is caused by heavy snow falls and heavy wet snow. For the month of April, we repaired and replaced 15 mailboxes and if needed, the post. We repair them in the spring when the ground becomes more acceptable for digging.

Pothole Patching

During April, staff used forty-three (43) tons of UPM - cold mix asphalt to complete road repairs and fill potholes on City streets. The month of April is one of our busiest for pothole repairs due to the temperature of the roadway of freezing and thawing. Staff heats the material to the recommended temperature in a tow-behind, diesel-fired cart. Crews shovel the material into potholes, dusts the area with Portland cement and finish by tire rolling the area with a pickup truck. Three men crews handle this task as often as possible to maintain and improve roadway quality, as well as in response to resident requests.



Intake Repairs

The division also receives requests for intake, street storm pipe repairs and sink hole repairs. Each request varies and workload often consists of patching the storm pipe to replacing the storm pipe. For the month of April, employees conducted 21 intake repairs generated from resident requests.

Streets Sweeping

The Division has two street sweeping machines. Four times a year, including each spring, we sweep 125 miles of roadway. We sweep the downtown area on Mondays and Fridays keeping the Square looking pristine for all residents and visitors. For the month of April, we had 950 ton of street sweepings that were collected.



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To: Jeff Van Landuyt, Public Works Director

From: Shawn Parker, Sewer & Water Maintenance Division Superintendent

Re: Sewer & Water Division Monthly Report – April 2020

Date: May 11, 2020

Water Distribution System

- No water main breaks in April
- Located b-boxes at: 300 Clover Chase Circle (found, key able), 314 Hill Street (found, not key able), 935 North Eastwood Drive (found, key able)
- Turned water service on: 300 Clover Chase Circle, 930 Marvel Avenue, 211 South Madison Street
- Repaired water service at 723 Wicker Street (damaged by sidewalk replacement)
- Checked water leak 440 East Calhoun Street (service leak letter sent),
- Checked water quality at 731 Roger Road, 1602 Popular Lane, 180 Terry Court, 290 Verbena Lane, 1676 & 1698 Woodside Court, 10620 Taurus Court (ran hydrant to clear up issue)
- Attended meeting with water meter company about new software
- Repaired fire hydrant in front of 321 Washington Street
- Repaired on going issues at Borden Lane booster station
- Assisted resident at 120 East South Street with b-box repair
- Installed water meters at cemetery
- Collected pump hours for two (2) water booster stations (weekly)
- Checked two water booster stations five days a week

Sanitary Sewer System

- Responded to four (4) possible sewer main backups: 1029 Hibbard Street (theirs), 216 Hoy Avenue (theirs), 514 Lawndale Avenue (theirs), 725 North Seminary Avenue (ours)
- Assisted with pole replacement at Irving Avenue lift station
- Assisted with placement of flow meters in sanitary sewer mains on south side of City
- Completed monthly checks of lift stations
- Assisted Wastewater treatment plant with jetting of line at Southside plant
- Assisted Nicor with removal of gas service that went through sewer pipes at two locations
- Checked out broken sewer manhole frame off American Way
- Checked auto dialer alarms each Wednesday for lift station
- Dumped grease-controlling chemicals every Friday



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- Collected pump hour readings for all twenty (20) sanitary sewer lift stations (twice a week)
- Cleaned pumps at Wanda Lane lift station (cleaned out every Friday)
- Checked twenty lift stations; five days per week

Monthly Activities

- Water meter readings, final readings, and new meter and meter head installations
- Completed restoration at several locations and inspections of water and sewer mains, buffalo boxes, and service lines for homeowners, contractors, plumbers, and Building & Zoning
- Shut-offs: 0
- Postings: 0
- Leak inspections: 0
- JULIE Requests: 376-2020, 502-2019, 468-2018



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To: Jeff Van Landuyt, Public Works Director

From: Anne George, Wastewater Treatment Superintendent

Re: Wastewater Treatment Division Monthly Report –April 2020

Date: May 8, 2020

South Plant:

- 325,000 gallons of liquid activated sludge generated at the south side facility was hauled to the North Plant, ran through the belt press, and held in storage until land application.
- Division employees made repairs to the yard hydrant by the oxidation ditches.
- All activity was routine in nature; Preventive maintenance on equipment, buildings and grounds, and plant operation.

North Plant:

- Synagro hauled 840 cubic yards, or 42 loads, of processed dried sludge to local farm fields for use as fertilizer for their crops.
- Began disinfection procedures for the effluent at both facilities. With the safety of the public in mind, we started the disinfection requirements as NPDES permits one month early.
- Division employees replaced the exhaust fans in the electrical control panel for the clarifiers with a more robust and better-suited fan for the application.
- Division employees connected the odor control lines for the season and installed ball valves on the chlorine lines in the chlorine building.
- Division employees are on-site daily to continue to provide the customer service of maintaining a quality effluent while sustaining the wastewater treatment equipment and process flows. However, we are working with a reduction in staff at the current time to maintain safe social distancing. Employees are also taking extra precautions by sanitizing handles, steering wheels, tools, and tables. Division employees wash their hands more frequently than they did in the past, which was already often because of our work environment.
- All other activities were routine in nature; preventative maintenance on equipment, buildings and grounds, and plant operations.



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Training & Accomplishments

- On the workdays that division employees are staying at home, they are given training assignments with quizzes to complete. They also are reviewing the renewed permits for both facilities.
- All division employees have viewed the Fire Extinguisher Safety Training video and completed the quiz.



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CITY OF WOODSTOCK					
SOUTHSIDE WASTEWATER TREATMENT PLANT					
MONTHLY REPORT OF DISCHARGE - FINAL EFFLUENT					
April, 2020					
FLOW CONDITIONS					
	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Average Daily Flow (MGD)	1.750	1.542	1.400	1.424	1.600
Maximum Daily Flow (MGD)	5.400	2.908	2.908	2.105	2.675
Minimum Daily Flow (MGD)	not applicable	1.284	1.127	1.252	1.087
Rain/Snow Amount (inches)	not applicable	4.06	11.10	4.05	10.95
COMPLIANCE PARAMETERS AND PERMIT REQUIREMENTS					
	Permit Limits	This Month	Year To Date	This Month Last Year	Year to Date Last Year
CBOD ₅ (mg/l)					
monthly average	10	2	1	1	1
daily maximum	20	5	n/a	1	n/a
# of violations		0	0	0	0
Suspended Solids (mg/l)					
monthly average	12	3	2.75	3	3.25
daily maximum	24	6	n/a	12	n/a
# of violations		0	0	0	0
Fecal Coliform (colonies/100 ml)					
daily maximum	400	15	15	n/a	n/a
# of violations		0	0	0	0
pH					
minimum	6	7.6	7.7	7.7	7.5
maximum	9	7.9	8.2	7.9	8
# of violations		0	0	0	0
Chlorine Residual (mg/l)					
maximum	0.05	0.02	0.02	n/a	0
# of violations		0	0	0	0
Ammonia Nitrogen (mg/l)					
monthly average	1.1	0.02	0.03	0.05	0.05
weekly average max	4.8	0.02	n/a	0.07	n/a
daily maximum	5.5	0.02	n/a	0.08	n/a
# of violations		0	0	0	0
		19			



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MONTHLY REPORT OF DISCHARGE - SOUTHSIDE WASTEWATER TREATMENT PLANT

April, 2020

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POPULATION EQUIVALENCY

	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Based on Flow @ 100 gal/capita/d	17,500	15,400	14,040	14,240	16,047
Based on BOD ₅ @ 0.17 lb/capita/d	15,605	7,414	7,493	6,846	7,328
Based on TSS @ 0.20 lb/capita/d	13,964	9,517	9,231	8,373	8,557

PLANT EFFICIENCY

	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Measured with BOD ₅ removal (%)	92.9	94.2	99.0	98.9
Measured with TSS removal (%)	98.0	98.3	97.8	97.4
Measured with NH ₃ N removal (%)	99.7	99.7	98.8	99.7

EXCESS FLOW DISCHARGE

	Permit Limits	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Flow discharged - # of days	not applicable	0	0	0	0
Flow discharged (MGD)	not applicable	0	0	0	0
BOD ₅ (mg/l)	30	0	0	0	0
TSS (mg/l)	30	0	0	0	0
Fecal coliform (colonies/100 ml)	400	0	0	0	0
Chlorine residual (mg/l)	0.75	0	0	0	0
# of violations		0	0	0	0

SOLIDS HANDLING

		This Month	Year To Date	This Month Last Year	Year to Date Last Year
Gallons Produced (MG)		0.375	1.180	0.187	0.785
Dry Tons		19.92	63.67	10.47	42.44
Removed from facility	Land application	0	0	0	0
Dry Tons		0	0	0	0
	N. Plant Press	0.325	0.677	0.175	0.660
Dry Tons		24.31	49.46	12.41	39.28
cubic yards removed	Drying Beds	0	0	0	0
Dry Tons		0	0	0	0



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CITY OF WOODSTOCK					
NORTHSIDE WASTEWATER TREATMENT PLANT					
MONTHLY REPORT OF DISCHARGE - FINAL EFFLUENT					
April, 2020					
FLOW CONDITIONS					
	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Average Daily Flow (MGD)	3.500	3.100	2.690	2.674	2.660
Maximum Daily Flow (MGD)	10.500	9.952	9.952	5.410	6.240
Minimum Daily Flow (MGD)	not applicable	2.073	1.775	1.971	1.656
Rain/Snow Amount (inches)	not applicable	5.06	12.90	4.81	12.62
COMPLIANCE PARAMETERS AND PERMIT REQUIREMENTS					
	Permit Limits	This Month	Year To Date	This Month Last Year	Year to Date Last Year
CBOD₅ (mg/l)					
monthly average	10	3	2	2	2.2
daily maximum	20	7	3	5	4.5
# of violations		0	0	0	0
Suspended Solids (mg/l)					
monthly average	12	6	8	9	9.75
daily maximum	24	11	12	15	16.5
# of violations		0	0	0	0
Fecal Coliform (colonies/100 ml)					
daily maximum	400	140	140	n/a	n/a
# of violations		0	0	0	0
pH					
minimum	6	7.7	7.6	7.4	7.6
maximum	9	7.8	7.9	7.8	7.9
# of violations		0	0	0	0
Chlorine Residual (mg/l)					
maximum	0.05	0.05	0.05	n/a	0
# of violations		0	0	0	0
Ammonia Nitrogen (mg/l)					
monthly average*	1.5*	0.29	0.35	0.63	0.5
daily maximum	3.0*	0.62	n/a	1.43	n/a
# of violations		0	0	0	0
* April through October is 1.5 and 3.0. November through March is 2.2 and 5.6					
21					



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MONTHLY REPORT OF DISCHARGE - NORTHSIDE WASTEWATER TREATMENT PLANT

April, 2020

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POPULATION EQUIVALENCY

	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Based on Flow @ 125 gal/capita/day	28,000	24,800	21,556	21,392	21,330
Based on BOD ₅ @ 0.17 lb/capita/day	27,988	15,208	16,799	14,299	14,093
Based on TSS @ 0.20 lb/capita/day	27,996	20,037	16,942	16,726	18,596

PLANT EFFICIENCY

	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Measured with BOD ₅ removal (%)	97.0	96.3	98.2	97.9
Measured with TSS removal (%)	96.1	94.8	94.0	94.1
Measured with NH ₃ N removal (%)	94.6	96	94.2	95.3

CITY OF WOODSTOCK WATER TREATMENT DIVISION

APRIL 2020 MONTHLY REPORT

The brine tanks at the Seminary plant were cleaned out in April. This is maintenance that is required annually. It must be done in reasonably warm weather to avoid freezing issues with the vactor. Unfortunately, there is insoluble sediment that comes with each load of salt. This sediment builds up over the course of the year and will plug the brine filters quickly. This necessitates cleaning them once per year. Each brine tank takes one to two days to clean to bare concrete.

Preparations to begin filling the pool continued in April. With the ongoing pandemic the opening date of the pool may or may not be affected. It is necessary to continue preparations to get the pool ready until such time as an opening date is established. From the time the fill process begins, it takes three weeks total to fill, chemically balance and heat the pools.

Performance Measures:

- 1.) Achieve Fluoridation Award – 100% compliance at this time.
- 2.) Respond to Water Quality Complaints – All complaints have been addressed within 24 hours of notification.
- 3.) Mechanical Issues at Water Works – The IDPH inspection has been completed with no mechanical deficiencies.
- 4.) IEPA compliance – 100% compliance at this time.
- 5.) Accidents causing damage to Person or Property – no accidents to this date. 100% compliance.



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WATER TREATMENT PLANTS REPORT

April 2020

Zeolite Treatment	First Street Plant		Seminary Avenue Plant		Total	Total				
	2020	2019	2020	2019	2020	2019				
Total water pumped & treated	gal. 17,993,000	18,954,000	44,151,000	45,331,000	62,144,000	64,285,000				
Total water for softener backwash	gal. 587,400	614,100	1,033,000	1,041,000	1,620,400	1,655,100				
Total water for iron removal backwash	gal. 451,000	474,000	1,093,000	1,115,000	1,544,000	1,589,000				
Total water distributed	gal. 17,455,000	18,343,000	41,343,000	42,840,000	58,798,000	61,183,000				
Total raw water for blending	gal. 4,804,000	5,055,000	17,439,000	18,521,000	22,243,000	23,576,000				
Average daily pumping rate (dist.)	gpd. 581,833	611,433	1,378,100	1,428,000	1,959,933	2,039,433				
Salt used	lbs. 118,140	123,510	215,160	215,160	333,300	338,670				
Chlorine used	lbs. 753	775	1,745	1,901	2,498	2,676				
Hydrofluosilicic Acid used	lbs. 188	195	451	524	639	719				
Sodium Polyphosphate used	lbs. 1,472	1,558	3,183	3,378	4,655	4,936				
WATER QUALITY - DISTRIBUTION			WATER QUALITY INFORMATION			WATER QUALITY INFORMATION		PEAK FLOW COMBINED		
HARDNESS	10.97	GPG	HARDNESS	6.63	GPG	HARDNESS	11.9	GPG	2,319,000 gals	April 2nd
IRON	0.04	PPM	IRON	0.05	PPM	IRON	0.04	PPM		
RESIDUAL CHLORINE	0.91	PPM	RESIDUAL CHLORINE	1.53	PPM	RESIDUAL CHLORINE	1.70	PPM		
pH	7.6		pH	7.5		pH	7.5			
FLUORIDE	0.70	PPM	FLUORIDE	0.74	PPM	FLUORIDE	0.73	PPM		
PO 4	0.87	PPM	PO 4	1.02	PPM	PO 4	0.88	PPM		
SODIUM	81.68	PPM								
REMARKS:										
Will Smith: Water Treatment Superintendent										

Date	REMARKS
8-Apr	Power fai at McConnell Road tower, power restored in a little over an hour.
15-Apr	South Brine tank cleaned at the seminary plant.
20-Apr	Softener #4 backwash supply valve failed to open, opened it manually. Removed pneumatic cylinder and greased it, ok since then.
26-Apr	Communication fail to BVBS and Hill Street tower. Problem with power supply to equipment at City Hall, resolved in 4 hours.
29-Apr	Clened north brine tank at Seminary.



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DATE: June 11, 2020

TO: Honorable Mayor and City Council
Roscoe C. Stelford III, City Manager

FROM: Jane Howie, Executive Assistant

RE: *Request for a Class A-2 Liquor License for Fastacos, Inc., 150 S. Eastwood Drive, Unit A, Woodstock, IL.*

Mr. Hector Ruiz requests approval of a Class A-2 liquor license (Restaurant) for his establishment, *Fastacos, Inc.* A Class A-2 license permits the retail sale of alcoholic liquor for consumption or use on the premises of a restaurant, as well as the retail sale of beer and wine by package. For the purposes of this class A-2, a restaurant must derive more than forty percent (40%) of its gross revenue (on an annual basis) from the sale of food. The determination of whether the forty percent (40%) gross revenue standard has been met shall be made at the time of license renewal for the year just ended. In the event a licensee has not possessed a class A-2 license for a full year, the determination of whether the forty percent (40%) standard has been met shall be deferred until the next license renewal period. The records used to determine whether said forty percent (40%) standard has been met shall include, but not be limited to, audited financial statements, corporate financial reports, tax return information, state liquor license reports, or any other form of information deemed acceptable by the City. (Restaurant)

Mr. Ruiz has been the owner of Fastacos, Inc. since March 2005, currently located at 84 N. Eastwood Drive in Woodstock. Fastacos anticipated move across the street will allow Mr. Ruiz to expand his business, add outdoor dining and the service of alcoholic beverages. Attached for your information is a copy of the liquor license application for Fastacos, Inc. The applicant has also submitted a copy of his executed lease, liquor liability insurance quote, Articles of Incorporation and the \$50 application/annual license fee.

For Council's information, Mr. Ruiz does not plan to include video gaming as part of his business plan for this establishment.

After communicating with Hector Ruiz and reviewing his documentation, it is Mayor Sager's recommendation that a Class A-2 liquor license be issued to Fastacos, Inc.

If Council is supportive of this request, then it is recommended to approve the attached Ordinance, identified as Document #: 1, "An Ordinance Amending Title 3, Chapter 3, Liquor Control of the Woodstock City Code," which will increase the number of Class A-2 liquor licenses by one, for Fastacos, Inc., 150 S. Eastwood Drive, Unit A, Woodstock, IL, contingent upon fulfillment of all identified requirements.



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

**MINUTES
CITY OF WOODSTOCK
LIQUOR COMMISSIONER
June 11, 2020**

On June 11, 2020, at 1:00 PM at Woodstock City Hall, Mayor Brian Sager, Liquor Commissioner, held a meeting to consider the liquor license application of Fastacos, Inc., 150 S. Eastwood Drive, Unit A, Woodstock, IL.

Present were Mayor Sager, Executive Assistant Jane Howie, and owner Hector Ruiz and daughter Alondra Ruiz.

Mayor Sager stated the purpose of the meeting was to consider the application for a Class A-2 (Restaurant) liquor license for Fastacos, Inc.

Noting the meeting was part of a specific process, Mayor Sager explained the license approval process, stating that the Mayor serves as the Liquor Commissioner and makes a recommendation to the City Council, which has the ultimate authority to create and extend a liquor license.

In response to further questioning from Mayor Sager, Hector Ruiz affirmed that it is his desire to apply for a Class A-2 liquor license; the owner does not plan to include video gaming at his establishment.

Hector Ruiz verified that the following documents have been submitted:

- An application for a Class A-2 liquor license for a business known as Fastacos, Inc.;
- Verification of filing Articles of Incorporation;
- An executed lease;
- Liquor Liability Quote;
- A diagram of the interior and exterior layout; and
- The \$50 application fee.

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

- No one under the age of 21 may purchase or consume alcohol. The City of Woodstock takes underage drinking very seriously and is very strict in the enforcement of this requirement. Mayor Sager outlined the penalties for violation of the prohibition of underage service.
- Specific opening and closing hours. Alcohol may not be served or consumed after hours even at a private party, or by owners or staff. No alcohol may remain on tables or service areas after closing hours. These hours were

discussed. The Police Department has a right to enter the establishment at any time to verify that all regulations are being followed.

- All bartenders and servers of alcohol must be BASSET trained.
- As a condition of renewal, owners and managers are required to attend a mandatory educational seminar at renewal time. Other conditions of renewal, including documentation and insurance, were discussed.
- All licenses are effective from May 1st through April 30th of the following year, regardless of date of issuance.
- Mayor Sager further noted it is the petitioner's responsibility to know and abide by all state and local liquor regulations.

After careful review of the submitted documents, Mayor Sager recommends to the City Council the extension of a Class A-2 liquor license to Fastacos, Inc., 150 S. Eastwood Drive, Unit A, Woodstock, Illinois.

Meeting concluded at 1:30 PM.

Respectfully submitted,

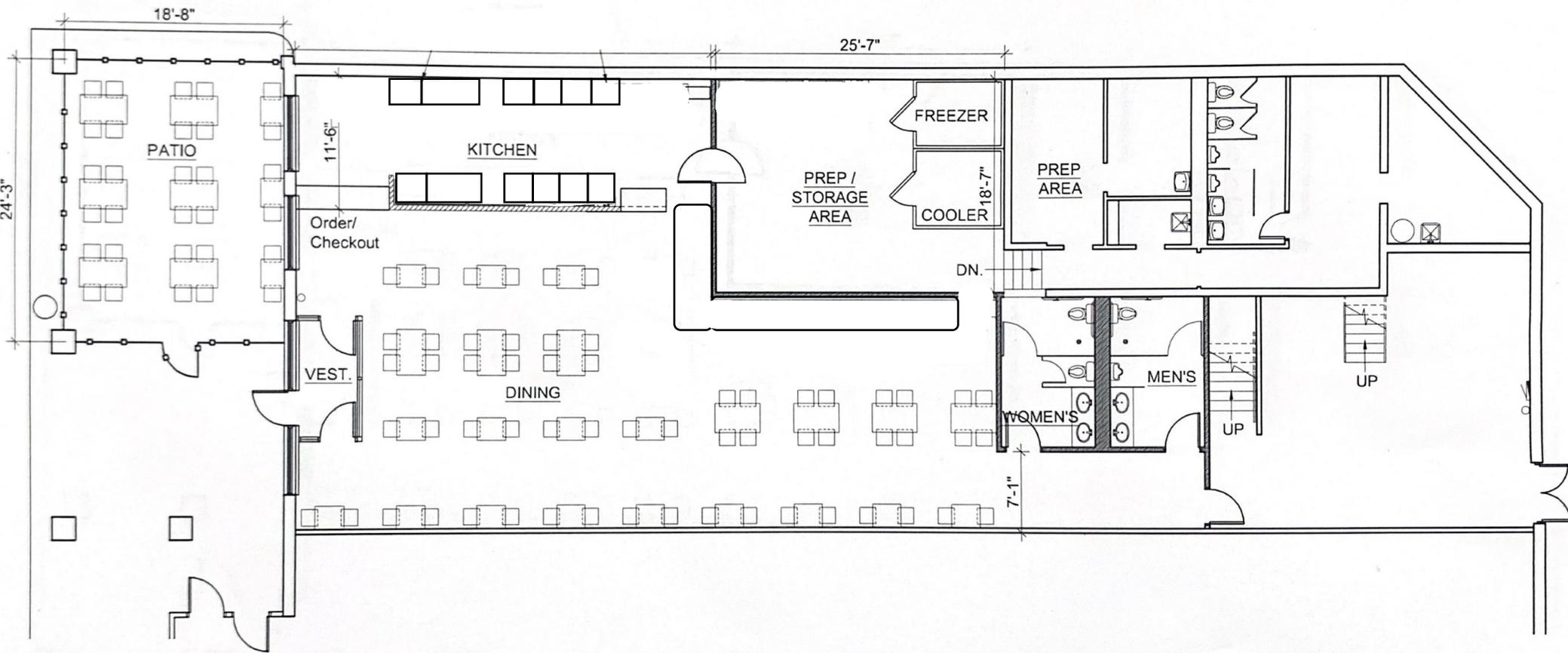
Jane Howie
Executive Assistant

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

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

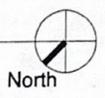
OFFICE USE ONLY			
License Classification: <u>A-2</u>	Fee: \$ _____	License No <u>A2-</u>	Date issued: _____
Fee Received: \$ <u>50.00</u>		Date Effective: _____ to _____	
(Check # _____	Money Order _____)	Bond: _____	Insurance: _____
Checked by: _____			

1. Corporate Name of Business: FASTACOS INC.
2. Email Address: FASTACOS@YAHOO.COM
3. A: Location of place of business for which application is made: 150 S. EASTWOOD DR. ST. A. WOODSTOCK
 B: Is location properly zoned for this business? yes
4. A: Date which Charter was issued: _____
 B: Date of filing assumed name with County clerk (if applicable): 2007
 C: Attach to this application a legal description and diagram of the premises depicting the location of any service bars and the location of any service bars and the location of one designated dancing area.
5. Objects of Corporation, as set forth in Charter: _____
6. State kind of business: RESTAURANT
7. Date on which business was begun or will begin at this location: _____
8. State true value (in dollars) of goods, wares, merchandise on hand, as of the date of this application. \$ _____
9. Does applicant own premises for which this license is sought? NO
 If not: A: Name and address of lessor: HETAN PATEL
 B: Period covered by lease: From JULY 2019 to JULY 2029
 C: If applicable, a copy of the lease must accompany this application.
10. A: Is the location of applicant's business for which license is sought within 100 feet of any church, school (other than institution of higher learning), hospital, home for the aged or indigent persons or for veterans, their wives or children, any naval or military station or post? NO
 B: If the answer to 9(A) is YES, is the applicant's place of business a hotel offering restaurant service, a regularly organized club, a food shop, or other place where the sale of liquor is not the principal business? _____
 C: If the answer to 9(B) is YES, how long has the place of business been operating? _____
 D: If the answer to 9(B) is YES, are the majority of customers minors of school age or does the principal business transacted consist of school books, school supplies, food, lunches or drinks for minors? _____
11. Is, or will be, the applicant's place of business located within 100 feet of any undertaking establishment or mortuary? NO
12. Does applicant seek a license to sell alcoholic liquor upon the premises as a restaurant? If so, are premises: A) Maintained and held out to the public as a place where meals are actually and regularly served? B) Provided with adequate and sanitary kitchen and dining room and capacity with sufficient employees to prepare, cook and serve suitable food?
13. Has any manufacturer, importing distributor, or distributor directly or indirectly paid or agreed to pay for this license, advance money or anything else of value, or any credit (other than merchandizing credit in the ordinary course of business for a period not to exceed ninety days), or is such a person directly or indirectly interested in the ownership, conduct or operation of the place of business? NO If answer is YES, give particulars: _____
14. For each officer and director, please state the following (attach additional page if insufficient space):
 Name: HECTOR RUIZ Title: OWNER
 Social security number: _____ Birth Date: _____
 Address: _____ WOODSTOCK IL Phone: _____
 Name: _____ Title: _____
 Social security number: _____ Birth Date: _____
 Address: _____ Phone: _____
 Name: _____ Title: _____
 Social security number: _____ Birth Date: _____
 Address: _____ Phone: _____
15. Has any principal officer of this corporation ever been convicted under Federal or State Liquor Laws, permitted a bond forfeiture under them, or been convicted of a crime under the Illinois Criminal Code? Answer YES or NO. _____
 If so, please state offense and provide specifics: _____
16. Are any principal officers residents of the City of Woodstock wherein above described place of business is located? YES
17. Are you, or any other person, directly interested in your place of business, a law enforcing or elected public official? NO
 If so, who, and what office is held? _____



Proposed Plan

Not to Scale



09-23-2019

This drawing indicates the general scope of the building in terms of its layout. Contractors shall field verify any critical dimensions prior to construction. This drawing has been prepared by Gensburg, Ltd. Architecture/Design, 105 Revere Dr., Suite G. Northbrook, Illinois 60062 Tel. (847) 715-9591.

FAST TACOS
150 S EASTWOOD DR, UNIT A
WOODSTOCK, ILLINOIS

ORDINANCE NO. 20-O-_____***An Ordinance Amending Title 3,
Chapter 3, Liquor Control, of the Woodstock City Code***

WHEREAS, the City of Woodstock, McHenry County, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the City's home rule powers and functions as granted in the Constitution of the State of Illinois.

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

SECTION ONE: That Section 3.3.6, Classification of Licenses; Number and Fees, of the Woodstock City Code shall issue the Class A-2 liquor license to Fastacos, Inc., *resulting* in the total authorized number of liquor licenses in the City as follows:

- C. Number and Fees: The following number of licenses and license fees shall be charged for each liquor license classification:

<i>Class</i>	<i>Number Available</i>	<i>Fee Effective May 1, 2011</i>
<i>A-1</i>	<i>6</i>	<i>\$2,000.00</i>
<i>A-2</i>	<i>9</i>	<i>\$1,500.00</i>
<i>A-4</i>	<i>1</i>	<i>\$1,500.00</i>
<i>A-5</i>	<i>1</i>	<i>\$1,000.00</i>
<i>A-6</i>	<i>10</i>	<i>\$1,600.00</i>
<i>A-7</i>	<i>1</i>	<i>\$1,800.00</i>
<i>B-1</i>	<i>2</i>	<i>\$2,000.00</i>
<i>B-2</i>	<i>4</i>	<i>\$1,200.00</i>
<i>B-3</i>	<i>4</i>	<i>\$1,500.00</i>
<i>B-4a</i>	<i>0</i>	<i>\$1,100.00</i>
<i>B-4b</i>	<i>0</i>	<i>\$1,200.00</i>
<i>B-4c</i>	<i>2</i>	<i>\$1,300.00</i>
<i>B-5</i>	<i>0</i>	<i>\$1,500.00</i>
<i>B-6</i>	<i>1</i>	<i>\$1,200.00</i>
<i>B-7</i>	<i>0</i>	<i>\$1,200.00</i>
<i>B-8</i>	<i>0</i>	<i>\$ 600.00</i>
<i>B-9</i>	<i>0</i>	<i>\$ 600.00</i>
<i>C-1</i>	<i>0</i>	<i>\$1,200.00</i>
<i>C-2</i>	<i>2</i>	<i>\$ 800.00</i>
<i>D</i>	<i>6</i>	<i>\$1,200.00</i>
<i>E-1</i>	<i>2</i>	<i>\$ 600.00</i>
<i>E-2</i>	<i>0</i>	<i>\$ 700.00</i>
<i>E-3</i>	<i>3</i>	<i>\$ 500.00</i>

<i>E-4</i>	<i>1</i>	<i>\$1,200.00</i>
<i>E-5</i>	<i>1</i>	<i>\$1,000.00</i>
<i>I</i>	<i>2</i>	<i>\$2,000.00</i>
<i>J</i>	<i>1</i>	<i>\$ 800.00</i>
<i>BYOB, non-restaurant</i>	<i>1</i>	<i>\$ 200.00</i>
<i>KK</i>	<i>1</i>	<i>\$ 400.00</i>
<i>L</i>	<i>0</i>	<i>\$ 800.00</i>
<i>M-1</i>	<i>0</i>	<i>\$ 150.00 per day</i>
<i>M-2</i>	<i>0</i>	<i>\$ 50.00 one day</i> <i>\$ 100.00 2-29 days</i> <i>\$ 150.00 30-60 days</i>
<i>N</i>	<i>0</i>	<i>\$ 50.00 per day</i>

SECTION TWO: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION THREE: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION FOUR: This Ordinance shall be known as Ordinance 20-O-_____ and shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:
Nays:
Abstentions:
Absentees:

APPROVED:

Mayor Brian Sager, PhD.

(SEAL)
ATTEST: _____
City Clerk Cindy Smiley

Passed: _____
Approved: _____
Published: _____

CERTIFICATION

I, Cindy Smiley, do hereby certify that I am the duly appointed, acting and qualified Clerk of the City of Woodstock, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Council members of said City.

I do hereby further certify that at a regular meeting of the Woodstock City Council, held on the 16th day of June, 2020, the foregoing Ordinance entitled *An Ordinance Amending Title 3, Chapter 3, Liquor Control, of the Woodstock City Code*, was duly passed by said City Council.

The pamphlet form of Ordinance No. 20-O-____, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the _____ day of _____, 2020, and continuing for at least 10 days thereafter. A copy of said Ordinance was also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

GIVEN under my hand and corporate seal of the City of Woodstock this _____ day of _____, 2020.

Cindy Smiley, City Clerk
City of Woodstock,
McHenry County, Illinois

(SEAL)



City Manager's Office
Terry Willcockson
Grants/Communications Manager

121 W. Calhoun Street
Woodstock, Illinois 60098
815/338-4300 ext. 11128
fax 815/334-2269
twillcockson@woodstockil.gov
www.woodstockil.gov

Memo

TO: Roscoe Stelford, City Manager
FROM: Terry Willcockson, Grants/Communications Manager
DATE: June 8, 2020
RE: NIU AGE FRIENDLY LIVABLE COMMUNITY STUDY

Sometimes referred to as the Silver Tsunami, there are 10,000 people in the US turning age 65 every day for the next 10 years. In Illinois, every other age demographic will decrease in the next decade, while over age 65 will increase as much as 44%. Within 15 years, older adults will outnumber children, for the very first time in history. Are we ready to both serve, and benefit from, this dramatic population change?

In April 2019 Woodstock City Council unanimously passed the Resolution for Woodstock to apply for participation in the World Health Organization's Age Friendly Livable Community program. In the United States, the program is administered by AARP and currently lists 480 participating cities, counties, and states, including eight other Illinois communities.

The program guidelines encourage completion of an in-depth Needs Assessment relating to residents age 65 and over within the first two years, and implementation of the resulting Action Plan over the next three years. The project began with the Mayor's Task Force invitation to a dozen community leaders, including Councilwoman Piersall. Chaired by County Community Development Administrator Hans Mach, the group has met monthly and was developing community assessment options when the pandemic temporarily delayed progress. Staff also represents the City in the Metropolitan Mayor's Caucus Age Friendly Community Collaborative, with over 35 area communities who meet quarterly to enthusiastically share resources and successes towards related policy change. Woodstock hosts this group meeting in September.

Over the past year, the Community Foundation for McHenry County (CFMC), under new leadership, developed a major funding opportunity identified as Transformational Grants. Three awards, up to \$75,000 each, were made available to fund projects of significant impact to McHenry County, with an emphasis on collaborative efforts. The opportunity exists to re-apply to CFMC for the next two years to continue related project support based on initial success.

The City of Woodstock submitted a grant proposal entitled "Serving Our Elderly Through the Age-Friendly Livable Community Initiative" with collaborators including the County's Community

Development Department, Independence Health & Therapy, and Satori Pathway Healthcare Consultants. The Community Foundation felt the project as outlined was indeed Transformational in nature and awarded Woodstock \$74,951, to be presented in late June.

On a positive note, this grant award does not require matching funds from the City. It should also be mentioned that the award from the Community Foundation generously includes \$9,936 in operational funds towards City staff time and expenses.

The project is centered on completing a comprehensive community assessment conducted by Northern Illinois University's (NIU) Center for Governmental Studies. The study team includes Research Scholar Dr. Norm Walzer, recipient of Illinois Municipal League's Lifetime Achievement Award, and his colleague Mim Evans. They will first examine the social and economic value of our senior population currently, and resulting effects should this group increase, or decrease. The next phase is community outreach, utilizing surveys, focus groups, and interviews to determine actionable goals and objectives. The final phase will incorporate all information gathered into the required Action Plan, including a priority project list with metrics. This approach will provide documentation of community needs and facilitate interest from additional funders.

Recommendation:

Therefore, if Council is supportive of the aforementioned project and associated grant award from the Community Foundation, then a motion would be in order to authorize the City Administration to execute the attached project agreement, identified as Document #: 2, with NIU, along with approval to pay the requested first-half of the project fee of \$24,937.50. The remainder will be due at project completion in March 2021.



Reviewed and Approved by:

Roscoe C. Stelford III
City Manager

AGREEMENT

THIS AGREEMENT, made and entered this _____ day of _____, 2020 by and between the BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY, acting on behalf of Northern Illinois University through its Center for Governmental Studies referred to as the “University”, and the CITY OF WOODSTOCK located at 121 W. Calhoun Street, Woodstock, IL, 60098, hereinafter referred to as “Woodstock”, witnesseth:

1. Scope of Work. In consideration of the mutual promises hereafter specified, the University and Woodstock agree to the services delineated in Attachment A, which document is incorporated by reference herein and made a part hereof.
2. Terms of Agreement. The term of this Agreement shall be from the date above through March 31, 2021 or the completion of the project, whichever is later, unless the term is extended by the mutual written agreement of the parties.
3. Compensation. As full and complete compensation for these services, Woodstock shall pay the University a fee in the amount of \$49,875.00 as a fixed-price contract, payable according to the following payment schedule:
 - \$24,937.50 upon contract execution, on or about July 1, 2020
 - \$24,937.50 upon project completion
4. Signed Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. This Agreement must be manually signed and may be delivered by facsimile or email (in .pdf format) and upon such delivery the facsimile or .pdf signature will be deemed to have the same effect as if the original signature has been delivered to the other Party.
5. The parties hereto shall abide by the requirements of Executive Order 11246 and the Rules and Regulations of the Illinois Department of Human Rights, and there shall be no discrimination because of race, color, religion, sex, national origin, ancestry, age, marital

status, physical or mental handicap unrelated to ability or an unfavorable discharge from military service in the employment, training or promotion of personnel engaged in the performance of this agreement.

This Agreement constitutes the entire Agreement between parties hereto. There is no part of that Agreement not set forth herein; and no changes in or additions to said Agreement shall be valid unless in writing and signed by the parties hereto.

AS WITNESS WHEREOF, the parties have caused this Agreement to be executed as and of the day and year first written above.

CITY OF WOODSTOCK

**CENTER FOR GOVERNMENTAL STUDIES
NIU OUTREACH, ENGAGEMENT AND
REGIONAL DEVELOPMENT**

By _____
Name: _____ date _____
Title: _____

By _____
Dr. Gregory T. Kuhn _____ date _____
Title: Director

FEIN _____
(REQUIRED)



NORTHERN ILLINOIS UNIVERSITY

Center for
Governmental Studies

Outreach, Engagement, and Regional Development

Planning for an Age-Friendly Livable Community

Prepared for the City of Woodstock, IL

Prepared by Northern Illinois University's Center for Governmental Studies

April 28, 2020

Projected demographic trends for growth in older populations will bring both opportunities and challenges to communities. Several population age groups share preferences for many local public services and infrastructure, offering communities an opportunity to make changes that benefit not only older residents but younger residents, as well. High on the preference list for both young adults and older residents are walkability in a safe environment, public transit, quality health care and educational facilities, a sense of place and community, recreation opportunities, affordable housing, and access to technology for telecommuting and telehealth options. In addition, the Covid-19 pandemic has highlighted the vulnerability of older adults and added public health considerations to discussions of housing options for the elderly. Therefore, investing in age-friendly infrastructure benefits the entire community. For older residents, such investments can mean the difference between aging in place or loss of population as these residents relocate to a more Age Friendly Livable Community. The degree to which a community invests in an age-friendly livable environment has implications for the local economy, fiscal health, and the attraction and retention of residents and visitors of all ages. For example, developing new housing options for older residents may enable the elderly to remain in the community while recycling their current homes to younger households, thus meeting the needs of two age groups.

Becoming an Age Friendly Livable Community is a community development strategy nearly on a par with economic development. It retains the population and preserves a qualified workforce as well as a stable base for retail and service industries. At the same time, successful outcomes involve all aspects of the community including—infrastructure, public services, transportation, housing, and quality of life. Pursuing this status requires a holistic approach to community development. The City of Woodstock has designated the east side of the community as a Neighborhood Revitalization Strategy Area. This designation recognizes the City's commitment to an area experiencing challenges in service provision, infrastructure and housing conditions. The implementation of the proposed plan will address needs in this area as well as benefit the entire community.

The City of Woodstock's desire to become a more age-friendly and livable community is challenged by limited staff time, the need for specialized expertise, and the investments, programs, and policies needed. Assistance from Northern Illinois University's Center for Governmental Studies can enable the City to overcome these challenges while also bringing a fresh perspective and offering insights into strategies that have worked elsewhere and can guide local decisions.



The proposed planning framework helps communities recognize and implement strategies to become age-friendly and more livable by evaluating the impact of the aging population, helping local leaders and residents determine what vision of age-friendly fits in their community, building capacity to pursue appropriate strategies, and then guiding them through steps to reach their objectives.

APPROACH AND ACTION STEPS

A holistic approach to community development starts with strengthening relationships between the community and various age groups and progresses through defined steps culminating in measuring progress and updating the action plan. The scope of work and resulting plan provide an approach suited for many communities, regardless of size or location, allowing them to make decisions at key points in the planning process and tailor strategies and actions to their unique circumstances.

The planning model has three components, as listed below.

1. Examine the unique circumstances of the community, estimate impact of elderly populations and build support among residents, businesses, and local leaders for developing an Age Friendly Livable Community Action Plan;
2. Assess the needs of older residents within the context of the entire community; and
3. Work with community members to develop an action plan with goals, strategies and projects that can be monitored to assess progress.

Each step is critical to implementing the plan and achieving a community's ultimate goals in becoming age-friendly and more livable. The process is driven entirely by local decisions and actions but incorporates resources available from federal and state community and economic development programs. The scope of work discusses the components in detail.

SCOPE OF WORK

The scope of work is divided into three phases based on the three components previously described. Phases provide multiple decision points to tailor future work based on what has been learned and accomplished thus far.

Phase 1: Examine Community Context and Estimate Elderly Impact

This phase examines the current contributions of older residents to the local economy and community. It estimates the impact of retaining residents as they age, attracting new residents of retirement age, or loss from outmigration of current residents. These discussions are a starting point for building community support and organizing to develop a meaningful plan to retain residents as they age. It also provides a basis for suitable adjustments to attain age-friendly designation. This process will better position a community to improve all residents' quality of life and businesses' prosperity by understanding the importance of a growing population cohort.



This phase also considers the needs of elderly residents within the context of other community needs and unique attributes. For example, other population segments may require immediate attention, resources for older residents may be so lacking that the costs outweigh the benefits, or, on the plus side, the community may have assets that are particularly attractive to an older population. As with other economic or community development strategies, not every community can fill the same niche. In some instances, and especially in smaller communities, regional hubs that can provide optimal age friendly livable environments may be a better strategy. Therefore, the plans adopted by communities may vary significantly based on their unique circumstances.

A description of specific tasks to be completed in this phase follows.

Task 1: Economic impact: We will prepare estimates of economic impacts on the community of low, medium and high numbers of elderly residents using accepted statistical programs. Due to lack of local data, the varying impact of subgroups of older residents, perhaps by age or household income, will be estimated based on average regional spending patterns.

Task 2: Other critical factors: We will identify unique challenges faced by the community as well as assets that may attract older residents. Examples of community challenges might include critical housing shortages or loss of major employers, while examples of assets might be recreational/cultural opportunities or a medical center. We also will gather information on existing supportive local policies and partnerships.

Task 3: Analysis: We will analyze the data and summarize the community's context for embarking on age-friendly planning, and estimate potential outcomes depending on whether it does or does not develop and implement an age-friendly strategy.

Task 4: Group discussion and team creation: The analysis prepared in Task 3 will be presented to leadership team or a representative group for review. CGS will present the analysis and facilitate discussions of ways in which they want to proceed.

Deliverables:

- Current strengths and limitations with respect to age-friendly status;
- Relevant economic and demographic factors important to expectations;
- Economic impact estimates;
- Identification and overview of likely critical policy factors that might be needed; and
- Facilitated discussion of findings and next steps.

Phase 2: Community Needs Assessment

Phase 1 provided information to help the community understand its position with respect to an aging population and decide how to proceed. Phase 2 focuses on the details of what is happening within the



community. The subsequent tasks provide the local project team with a basis for selecting strategies and projects that will move the community towards its specific goals.

Task 1: Older resident needs survey: All older residents (age cut-off to be determined) will have opportunities to participate in an easy to access and quick to complete survey of their needs and desires.

Task 2: Community Survey: Several population cohorts share many of the same preferences as older residents. Through this electronic survey, younger residents can express their thoughts regarding becoming an Age Friendly Livable Community. The two surveys will identify common interests and preferences that can be incorporated into project development and prioritization. Several Focus groups will provide additional input from various population segments. New questions will be asked based on survey responses and other research or events, and support for an Age Friendly Livable Community can be solicited in ways that fit the interests of each group. Focus groups can be in person gatherings or virtual.

Task 3: Analysis: The input received in previous tasks will be used to determine community needs, desires and interests. This analysis will form the basis for setting goals and designing strategies. As an optional service at additional cost, CGS can create a master database of community needs and resources that will be an ongoing reference tool for the community in developing, implementing, and measuring progress of the action plan. Examples of how the data base might be used include: estimating costs based on numbers of people likely to use a facility or resource; prioritizing expenditures based on level of interest; sizing facilities or programs based on interests expressed by respondents; and measuring progress through follow-up surveys that can be compared to the data base.

Task 4: Presentation of findings: CGS will present Phase 2 findings to the project team and lead a discussion of next steps.

Deliverables:

- Analysis of community needs and interests
- Master database (optional)

Phase 3: Create an Action Plan and Implementation Structure

The action plan will be the community's playbook for becoming age-friendly. It will include the community's vision for its future, goals it wishes to achieve in order to realize the vision, strategies to reach each goal, projects to implement the strategies, and metrics to measure progress towards plan implementation. We will work with the project team to complete the tasks below through two meetings.



Task 1: Set Community Vision and Goals: The project team will meet to review findings to date and arrive at a vision for the community. CGS will present examples of age-friendly communities as starting points for the discussion. Based on the agreed-upon vision, CGS will lead the group through a discussion of goals that will help the community achieve its vision.

Task 2: Identify Strategies and Projects: CGS will research strategies and projects used in other communities to achieve goals similar to those identified in Task 1 and present that information to the project team in a second meeting. The team will select the strategies and related projects to include in the plan.

Task 3: Prioritize Strategies and Projects: The team will participate in an exercise that prioritizes strategies and projects based on factors such as impact on the community, ease of completion, funding, and level of support. The prioritized list will identify items for short, medium, or long-term implementation. CGS will work with the project team to develop a set of metrics to measure progress towards completing projects and achieving goals. These metrics will measure both outputs and outcomes. CGS will also facilitate a discussion of which agencies will lead the efforts in pursuing short term and high priority projects. Many goals are more achievable when several organizations collaborate. CGS will facilitate a discussion of collaboration opportunities.

The research findings and input gathered in previous phases and the plan developed through group discussion during several meetings will be compiled into a written report presented in digital and paper form. This report will guide the community in implementing its plan. In addition to the detailed plan, a brief summary intended for distribution to the public and interested parties will be prepared. The database will be provided electronically.

Estimated Fees and Timeline

The following table shows the estimated fees and timing to complete the scope of work described for the City of Woodstock.

	Estimated Fees	Estimated Time Period
Phase 1	\$9,625	5 weeks
Phase 2	\$25,250	19 weeks
Phase 3	\$15,000	8 weeks
Total	\$49,875	32 weeks

Next Steps

Thank you for the opportunity to present this proposal. If it accurately describes the City’s needs, please contact Mim Evans (mevans@niu.edu) or Norman Walzer (nwalzer@niu.edu) to have a formal contract prepared. If you have questions or concerns, we are happy to work with you to refine the proposal.



Economic Development Department
Garrett Anderson, Director
121 W. Calhoun Street
Woodstock, Illinois 60098

phone 815.338.3176
fax 815.334.2269
ganderson@woodstockil.gov
www.woodstockil.gov

MEMORANDUM

TO: Roscoe C. Stelford III, City Manager

FROM: Garrett Anderson, Economic Development Director

DATE: June 16, 2020

RE: **Amendment to Emergency Small Business Loan Program**

On March 25, 2020, the City Council approved a variety of measures to assist local businesses, mostly due the business interruptions being imposed by ongoing State and Federal policies intended to address COVID-19. The interruptions are having significant negative impacts on the financial stability of our small local business community. The overarching goal of this program is to support local small businesses by infusing short-term financial support and providing liquidity to small businesses.

At the April 7th Council Meeting, the loan program was amended to remove the requirement for brick-and-mortar locations within Woodstock, opening the door for another subset of this small business owner group; the home-based, sole proprietors and micro-enterprise businesses, which operate without a brick-and-mortar location.

The pace of loan applications has slowed significantly from 26 in the first week, to just one during the past three weeks. The department has accepted 60 applications, and funded 54 loans to date.

The City has received a request from a non-profit for consideration for a loan. Based on current guidelines non-profits have not been eligible to apply. City administration met with Mayor Sager to discuss requirements, given the wide range of non-profits which operate in the area. The following guidelines are recommended:

- The non-profits must demonstrate their official status;
- The business must have a retail location within the city limits;
 - o Examples include Home of the Sparrow, Chamber of Commerce, Moose Lodge
- The existing requirement for \$50,000 of gross annual revenues is still in effect.

If Council is supportive of the change identified above, then the Economic Development Department will act immediately to update the loan application accordingly and publicize the broader availability of this assistance program. The maximum budget for the loan program remains \$500,000, which provides the opportunity for an additional 45 loans.

Recommendations:

If Council is supportive of the proposed amendment to the Emergency Small Business Loan Program, then approval of the attached Ordinance, identified as Document #: 3 , “An Ordinance Amending the Emergency Small Business Loan Program (COVID-19 Emergency),” is recommended.



Reviewed and Approved by:

Roscoe C. Stelford III
City Manager

ORDINANCE NO. 20-O-__

*An Ordinance Amending the City of Woodstock
Emergency Small Business Loan Program
(COVID-19 Emergency)*

WHEREAS, the City of Woodstock, McHenry County, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the City's home rule powers and functions as granted in the Constitution of the State of Illinois; and

WHEREAS, because of the COVID-19 public health emergency, Mayor Brian P. Sager, Ph.D. declared a Local State of Emergency for the City at 2:00 pm, on Tuesday, March 17, 2020 which declaration was subsequently ratified and continued by the Woodstock City Council; and

WHEREAS, on March 25, 2020, the Woodstock City Council approved various measures intended to provide economic relief to sustain the business community which is experiencing severe and immediately pressing economic challenges, including the establishment of an Emergency Small Business Loan Program; and

WHEREAS, the City Council has determined that it is in the interests of the public health, safety and welfare of the City's residents and their businesses to provide emergency small business loans to a greater number of members of the City's small business community.

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

SECTION 1: Ordinance Number 20-O-23 is hereby amended by this Ordinance to amend Section 2.D.3, which reads as follows:

Section 2.D.3. This Small Business Loan Program shall apply to privately-held businesses and privately-held franchises within the City, and non-profits with a retail location in Woodstock. It does not apply to branches of multi-branch corporations or to publicly-traded corporations.

SECTION 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:
Nays:
Abstentions:
Absentees:

APPROVED:

Mayor Brian Sager, Ph.D.

(SEAL)
ATTEST: _____
City Clerk Cindy Smiley

Passed: _____
Approved: _____
Published: _____

CERTIFICATION

I, Cindy Smiley, do hereby certify that I am the duly appointed, acting and qualified Clerk of the City of Woodstock, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Council members of said City.

I do hereby further certify that at a regular meeting of the Woodstock City Council, held on the 16th day of June, 2020, the foregoing Ordinance entitled *An Ordinance Amending the City of Woodstock Emergency Small Business Loan Program (COVID-19 Emergency)*, was duly passed by said City Council.

The pamphlet form of Ordinance No. 20-O-____, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the _____ day of _____, 2020, and continuing for at least 10 days thereafter. A copy of said Ordinance was also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

GIVEN under my hand and corporate seal of the City of Woodstock this _____ day of _____, 2020.

Cindy Smiley, City Clerk
City of Woodstock,
McHenry County, Illinois

(SEAL)

Memo

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

From: Paul Christensen, Assistant City Manager/Finance Director

Date: June 10, 2020

Re: Consideration of a Capitalization Thresholds Policy

A Capitalization Thresholds Policy is intended to establish procedures governing the capitalization of fixed assets for the City of Woodstock. The term capital assets is used to describe assets that are used in operations and that have initial lives extending beyond one year. Capital assets may be either intangible (e.g., easements, licenses, leases) or tangible (e.g., land, buildings, building improvements, vehicles, machinery, and equipment).

As a practical application of materiality, not all tangible capital-type items with useful lives extending beyond a single year are required to be reported in the City's financial statements. Items with extremely short useful lives (e.g., less than two years) and/or of small monetary value are properly reported as an "expense" or "expenditure" in the period in which they are acquired.

Among other items, a Capitalization Thresholds Policy includes the person responsible for the maintenance of the City's asset list, the dollar threshold for including an item as a capital asset and what the estimated useful life of an asset is for depreciation purposes. Currently the City's existing Capitalization Thresholds Policy is only disclosed within the footnotes of the City's Comprehensive Annual Financial Statements (CAFR), and this information is not very detailed.

Therefore, attached to this memo is a recommended Capitalization Thresholds Policy developed by the Finance Department. This Policy was established using "best practices" by reviewing the policies utilized by other municipalities. One of the main differences from the policy being presented and the City's current procedure is that capitalization thresholds are being raised from \$5,000 for all assets, except land, to \$20,000 for equipment, vehicles, computers, and furniture & fixtures; and \$50,000 for land improvements, buildings, infrastructure and utility equipment. Land will remain at \$1, which insures the City keeps an accurate list of all of its property.

While the recommended dollar thresholds have been increased, these thresholds are consistent with other municipalities. Also, if an asset does not meet the dollar threshold to be capitalized, the item is expensed in a given fiscal year, instead of being depreciated and having its expense spread out over multiple reporting periods for the life of the asset. In addition, the proposed useful lives for the various asset classes have also been updated.

Recommendation:

The following are specific recommendations from the GFOA concerning the development of a formal Capitalization Thresholds Policy

- Establish minimum cost and useful-life based thresholds to avoid the cost of capitalizing immaterial items;
- Establish a minimum capitalization threshold of \$5,000 for any individual item;
- Establish a minimum capitalization threshold of at least a two-year useful life for any individual item;
- Consider establishing different dollar capitalization thresholds for different classes of capital assets (i.e. land, infrastructure, buildings and improvements, and equipment);
- Capitalization thresholds are best applied to individual items rather than to groups of similar items (e.g., desks and tables), unless the effect of doing so would be to eliminate a significant portion of total capital assets (e.g., books of a library district);
- Governments should perform a periodic review of their capitalization thresholds;
- In establishing capitalization thresholds, governments that are recipients of federal awards should be aware of federal capitalization thresholds requirements; and
- Governments should exercise control over potentially capitalizable items that fall under the operative capitalization threshold but require special attention.

The proposed Capitalization Thresholds Policy complies with the aforementioned recommendations.

Therefore, it is recommended that the City Council formally adopt the attached Capitalization Thresholds Policy, dated June 2020.



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

**CITY OF WOODSTOCK
CAPITALIZATION THRESHOLDS POLICY
June 2020**

STATEMENT OF PURPOSE

The purpose of this policy is to establish procedures governing the capitalization of the City of Woodstock's fixed assets. The policy is meant to ensure compliance with various accounting and financial reporting standards including generally accepted accounting principles (GAAP), Governmental Accounting, Auditing and Financial Reporting (GAAFR), Governmental Accounting Standards Board (GASB), and applicable State and Federal capital asset regulatory and reporting requirements related to property.

SCOPE

This policy provides for the capitalization of all City-owned or leased assets with a value greater than the capitalization threshold for the asset type, as set forth in Table A, and having a useful life of more than one year.

GENERAL POLICY

Responsibility for control of assets will rest with the department wherein the asset is located. Each department shall be responsible for the following: (a) maintain control and security over each asset within the department's possession; (b) completion of documentation required by the Finance Department each time a capital asset is transferred or disposed; and (c) conduct physical inventories of assets.

This policy provides for the inventory and capitalization of all City-owned or leased capital assets with a value equal to or exceeding the capitalization threshold presented in Table A, and having a useful life of two years or more. Those assets identified in Table A shall be recorded and depreciated/amortized, if applicable by the Finance Department. All capital assets purchased by the City are compiled by the Finance Department.

Fixed assets are assets with a value greater than the threshold presented in Table A and having a useful life in excess of one year. These assets are obtained for the purpose of long-term use or to enhance the value of a building or land having significant value. Fixed assets include Land, Land improvements, Buildings, Building Improvements, Vehicles, Machinery, Equipment, Furniture and Fixtures, and Infrastructure. When budgeting for or purchasing a fixed asset, the item will be charged to a capital account within the fund that is offsetting that acquisition cost of the asset.

The following are fixed asset categories for the City of Woodstock:

Land – Includes all land purchased or otherwise acquired by the City. All costs incurred in preparing the Land for its intended use should be included in the cost of the Land. Land is not a depreciable asset.

Land Improvements – Additions and Improvements to Land, as well as the cost of permanently-attached fixtures, should be added to the Land Improvement account, if the cost enhances the lands functionality or extends the asset’s useful life. Any Land Improvement with a cost greater than \$50,000 will be categorized as a fixed asset and depreciated as outlined in Table A.

Building and Building Improvements – Buildings are valued at the purchase price or cost of construction. The cost should include all charges applicable to the building, including broker’s or architect’s fees. Additions and Improvements to Buildings, as well as the cost of permanently attached fixtures, should be added to the building account if the cost enhances the buildings functionality or extends the asset’s useful life. Any Building, Building Addition or Building Improvement with a cost greater than \$50,000 will be categorized as a fixed asset and depreciated as outlined in Table A.

Equipment – The Equipment account should consist of property that does not lose its identity when removed from its location and is not changed materially or expended in use. The City of Woodstock’s Equipment category also includes items such as Machinery, Vehicles, and Computers, as well as Furniture and Fixtures. These assets are recorded at cost, including freight, installation and other charges incurred to place the asset in use. There are various items that can be included in the Equipment account and a more detailed description of those items appears in Table A. Any Equipment with a cost greater than \$20,000 will be categorized as a fixed asset and depreciated as outlined in Table A.

Vehicles – Any Vehicle with a cost greater than \$20,000 will be categorized as a fixed asset. Items that are permanently installed on the Vehicle should be included as part of the cost of the Vehicle. The City of Woodstock includes all Vehicles in the Equipment category as outlined in Table A.

Infrastructure – Infrastructure includes Roadways, Streets, and Storm Sewers, in addition to Water and Sewer Systems. These assets are recorded at historical cost and include the costs necessary to place the asset in its location or condition. Additions and improvements will only be capitalized if the cost either enhances the asset’s functionality or extends the asset’s useful life. As such, the following costs are expensed as opposed to being capitalized: Road Resurfacing, Sidewalk/Curb patching, Sewer Line re-alignment and Manhole Restorations. Any individual Infrastructure item with a cost greater than \$50,000 will be categorized as a fixed asset and depreciated as outlined in Table A.

Construction in Progress – This category is used for a Building or other capital projects that are incomplete at the end of a fiscal year. No depreciation for Construction in Progress is taken until the project is fully completed. When the project is completed, the cumulative costs are transferred to an appropriate capital asset category & future years of depreciation are determined.

RETIREMENT OF ASSETS

Fixed assets are typically retired for three reasons: obsolescence, sale or trade, and theft or loss. In general, the City’s practice is to use an asset until it no longer is useful or serviceable. However, assets may be sold or traded-in when it is the best interest to do so. Assets retired before the end

of their useful life must be sold by competitive sale, negotiated sale or auction. The City Council shall approve the retirement of all assets, including those for sale or trade.

Departments should compile a detailed listing of the asset(s) to be disposed of including CFA Vehicle Number (if applicable), make, model, serial number, description, location, and any other pertinent information. This list should be approved by the Department Director and forwarded to the City Manager for approval. The City Manager will forward the appropriate listing and ordinance to the City Council for formal approval. A copy of the listing and approved ordinance should be forwarded to the Finance Director.

Other capital assets, such as land, buildings, improvements, streets, water lines, and sewer lines will be retired, when applicable, due to either sale or reconstruction of infrastructure. The Finance Director should be notified of any of these occurrences.

Once a capital asset's disposal is approved, the original cost and depreciation will be removed from the City's financial records at the end of the fiscal year that the disposal occurred.

MODIFICATIONS TO ASSETS

Modifications to an asset that prolong a fixed asset's economic life or expand its usefulness should be recorded as part of the asset. Normal repairs that maintain the asset in present condition should be recorded as an expenditure/expense and not capitalized.

DEPRECIATION OF FIXED ASSETS

Depreciation is used to reflect the economic loss in the value of an asset. Generally Accepted Accounting Principles (GAAP) requires that the method used to allocate the cost of a capital asset over its estimated useful life be as equitable as possible to the periods during which services are obtained from the use of the asset.

The City of Woodstock uses the straight-line method of depreciation for all fixed assets. Depreciable years for each fixed asset type is outlined in Table A.

CAPITAL ASSET ACCOUNTING AND FINANCIAL REPORTING

Each department has the responsibility to report capital asset retirements and transfers (Vehicles and Equipment) in detail to the Finance Department. Detail includes such data as asset description, location, make, model, serial number, other information deemed relevant, and reason for retirement (sale, trade-in, etc.). It is expected that this reporting will be in a timely manner, as the capital asset records must be updated each fiscal year.

The Finance Director will ensure that accounting for capital assets is being exercised by establishing a capital asset inventory. The Finance Director will further ensure that the capital asset report will be updated annually to reflect improvements, additions, retirements, and transfers. The report will also reflect the new annual capital asset balance for financial reporting purposes and accumulated depreciation calculation. The Finance Director shall determine appropriate means, level of detailed data elements, and system to be utilized.

TABLE A

CAPITAL ASSET CATEGORIES AND USEFUL LIVES

Asset Type	Dep. Years	Threshold
Land	N/A	\$ 1
Right of Ways	N/A	\$ 1
Land Improvements:		
Parking Lots	20	\$50,000
Fences	20	\$50,000
Pedestrian Bridges	20	\$50,000
Bike Paths	20	\$50,000
Irrigation System	20	\$50,000
Softball/Baseball/Soccer Fields	20	\$50,000
Landscaping	20	\$50,000
Buildings & Additions	40	\$50,000
Building Improvements:		
HVAC	20	\$50,000
Electrical & Plumbing	20	\$50,000
Heating & Boiler Replacement	20	\$50,000
Floor Replacement	20	\$50,000
Roof Replacement	20	\$50,000
Masonry Replacement	20	\$50,000
Lighting Fixture Replacement	20	\$50,000
Swimming Pool Renovations	20	\$50,000
Re-Sealing Sports Courts	20	\$50,000
Security Cameras	20	\$50,000
Parking Lots & Improvements	20	\$50,000
Pavilion Renovations	20	\$50,000
Door Replacement	20	\$50,000
Window Replacement	20	\$50,000
Fence Installation	20	\$50,000
Equipment:		
Police Communications Equipment	5	\$20,000
Pool Equipment	5	\$20,000
Mowers/Tractors	5	\$20,000
Parks Equipment	5	\$20,000
Recreation Equipment	5	\$20,000

TABLE A

CAPITAL ASSET CATEGORIES AND USEFUL LIVES

Asset Type	Dep. Years	Threshold
Office Equipment	5	\$20,000
Video Surveillance Equipment	10	\$20,000
Fiber Optical Equipment	10	\$20,000
Water Meter Replacements	10	\$20,000
Grinders	10	\$20,000
Large Machinery – Public Works	10	\$20,000
Large Machinery – Water & Sewer	10	\$20,000
Vehicles (Categorized with Equipment):		
Police Squad Vehicles	5	\$20,000
General Vehicles	8	\$20,000
Small Trucks	8	\$20,000
Vans	8	\$20,000
Large Trucks	10	\$20,000
Dump Trucks	12	\$20,000
Street Sweepers	12	\$20,000
Computers (Categorized with Equipment):		
Computers/Servers	5	\$20,000
Computer Equipment	5	\$20,000
Network Switches	7	\$20,000
Projectors/Displays	7	\$20,000
Server-Based Software	12	\$20,000
Desktop-Based Software	7	\$20,000
Furniture & Fixtures (Categorized with Equipment):		
Office Furniture & Fixtures	20	\$20,000
Phone System	15	\$20,000
Infrastructure:		
Roadways & Improvements	40	\$50,000
Streets & Improvements	40	\$50,000
Brick Replacement	40	\$50,000
Storm Sewers & Improvements	40	\$50,000

Asset Type	Dep. Years	Threshold
Water & Sewer Systems		
Lift Stations	40	\$50,000
Wells	40	\$50,000
Pumping Stations	40	\$50,000
Water Towers	40	\$50,000
Well Maintenance	40	\$50,000
Water/Sewer Mains	40	\$50,000
Replacement Pumps	40	\$50,000
Exterior Tower Cleaning	40	\$50,000
Pump Repairs	40	\$50,000



City of
WOODSTOCK

Department of Public Works
326 Washington Street
Woodstock, Illinois 60098

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

To: Roscoe Stelford, City Manager

From: Christopher Tiedt, City Engineer

RE: **Ordinance Amending the Woodstock City Code to Revise the Regulations Limiting and Controlling On-Street Parking on Greenley Street between Lake Avenue and Vine Street.**

Date: June 4, 2020

The City of Woodstock Public Works Department received a request to remove the on-street parking that is currently located on the west side of Greenley Street. This request was being made due to vehicles repeatedly "hopping" the lower profile curb and damaging the parkway. Upon evaluation of this request, City staff found that the average width of Greenley Street is approximately 18'-20' wide. City standards require a minimum pavement width of 28' in order to properly support parking on one side of the street. These minimum pavement widths are required for public safety reasons as well as to maintain proper access to the street for larger vehicles such as emergency vehicles, plow trucks and garbage trucks.

Letters were sent to all property owners adjacent to the Greenley Street ROW informing them of the proposed changes. In this letter, we also requested that they send any concerns or hardships resulting from this change to the City and none were received. City staff also reached out to Chief Lieb and to Chief Hill regarding this proposed modification. Both indicated that they would be in favor of and support this change, and did not express any concerns associated with it.

If City Council is in agreement, then it is recommended that the attached ordinance, identified as Document No. 4, be approved to amend the Woodstock City Code to revise the regulations limiting and controlling on-street parking on Greenley Street between Lake Avenue and Vine Street, authorizing no on-street parking at this location.

If approved, all required street signage will be installed within four (4) weeks based upon J.U.L.I.E. locates at the required locations.

Cc: Paul Christensen
John Lieb
Joe Napolitano
Jeff Van Landuyt



Reviewed and Approved by:

Roscoe C. Stelford III
City Manager



DOZEN DISTINCTIVE
DESTINATIONS 2007

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

ORDINANCE NO. 20-O-____

**AN ORDINANCE PROVIDING FOR AN AMENDMENT TO THE CITY CODE
OF THE CITY OF WOODSTOCK, McHENRY COUNTY, ILLINOIS
PROVIDING FOR THE REVISION OF CERTAIN TRAFFIC REGULATIONS**

WHEREAS, the City of Woodstock, McHenry County, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the City’s home rule powers and functions as granted in the Constitution of the State of Illinois.

WHEREAS, it is an appropriate exercise of the police power of the City of Woodstock, McHenry County, Illinois to regulate and restrict parking and the movement of traffic on City streets; and

WHEREAS, the City of Woodstock has determined that it is reasonable and appropriate to revise the regulations limiting and controlling on-street parking on Greenley Street in the City of Woodstock.

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

Section One. That Title 5, Chapter 3, Section 7, Schedule VII of the Woodstock City Code pertaining to No Parking is hereby amended by deleting the following:

<u>Street</u>	<u>Side</u>	<u>From</u>	<u>To</u>
Greenley Street	East	Lake	Vine

Section Two. That Title 5, Chapter 3, Section 7, Schedule VII of the Woodstock City Code pertaining to No Parking is hereby amended by adding the following:

<u>Street</u>	<u>Side</u>	<u>From</u>	<u>To</u>
Greenley Street	Both	Lake Avenue	Vine Street

Section Three. That the Public Works Department is hereby authorized and directed to place appropriate signs authorized by the Ordinance.

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

Section Five. That this Ordinance shall be known as Ordinance No. 20-O-____ and shall be in full force and effect after its passage, approval, and publication as is required by law.

PASSED by the City Council of the City of Woodstock, McHenry County, Illinois and approved this 16th day of June, 2020.

Ayes:

Nays:

Abstentions:

Absentees:

Mayor Brian Sager Ph.D.

Attest: _____
City Clerk Cindy Smiley



Department of Public Works
326 Washington Street
Woodstock, Illinois 60098

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

To: Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

Re: **Approval of an Ordinance Authorizing the City Manager to Accept Certain Temporary and Permanent Easements or other Access Rights Benefiting the City**

Date: June 10, 2020

Financial amendments to the City Code that were approved in the past year authorize the City Manager to take certain action, including accepting easements for real estate for Council-approved real estate transactions, the language as drafted did not specifically extend this authority to non-real estate transactions. Some public works projects require simple temporary and/or permanent access easements in order to construct and maintain City-owned infrastructure. Examples might include but not be limited to easements for existing or proposed sanitary sewers, water mains, storm sewers, roadways, sidewalks, etc. For instance, the City, not unlike other communities, has a number of water mains that come to a “dead end.” It is a standard practice for communities to eliminate these “dead ends” by looping the water main, which has been proven to improve water quality. In order to create the “loop,” a pipe may need to be installed across private property through an easement obtained by the City allowing for access and maintenance, when and if it is needed.

It is reasonable to give the City Manager authority to accept simple temporary or permanent access easements for improvement projects without formally taking them to the City Council for approval. It is recommended that this authority be limited to only “Council-authorized or budgeted projects.” This is an authority that could be appropriately delegated to the City Manager since these are essentially administrative tasks associated with implementation of projects that will already have been approved by the Council. The City Council has provided the City Manager with the authority to enter into contracts up to \$25,000 in certain circumstances, but that authority does not include the authority to acquire property rights such as easements of the sort the City routinely needs to acquire for construction projects.



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DESTINATIONS 2007

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by the National Trust for Historic Preservation***

Therefore, it is recommended that the attached Ordinance, identified as Document #: 5, be approved authorizing the City Manager to execute documents associated with contracts, projects, and transactions previously approved by the City Council. This includes, but is not limited to, authority to execute deeds, easements or other documents necessary to consummate previously approved real-estate transactions or to facilitate Council-approved projects associated with Public Works projects such as road improvements, and water and sewer projects.

c: Paul Christensen
Chris Tiedt
Joe Napolitano



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

ORDINANCE NO. 20-O-_____

***An Ordinance Amending Title 1, Chapter 6, Articles A.5.1
(Authorizing the City Manager to Acquire Certain Property Rights to Facilitate
Council-Approved Projects) and A.5.2 (Authorizing the City Manager to
Contract for or Otherwise Procure such Property Rights to
Facilitate Council-Approved Projects)***

WHEREAS, the City of Woodstock, McHenry County, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the City's home rule powers and functions as granted in the Constitution of the State of Illinois; and

WHEREAS, the efficient operations of the City may be enhanced by delegating certain authority to the City Manager for approval of certain grants of easements and other rights benefiting the City.

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

SECTION 1: Title 1, Chapter 6, Article A.5.1 of the City Code shall be amended to add the following underscored text:

1.6A.5.1: DUTY TO OVERSEE FINANCIAL TRANSACTIONS AND CONTRACTS: The authority to execute documents associated with contracts, projects, and transactions previously approved by the City Council. This includes, but is not limited to, authority to execute deeds, easements or other documents necessary to consummate previously approved real estate transactions or to facilitate Council-approved projects, such as road improvements, and water and sewer projects.

SECTION 4: Title 1, Chapter 6, Article A.5.2.B of the City Code shall be amended to add the following underscored text:

B. Exception: Unless otherwise prohibited for Home Rule municipalities or by other law, the City Manager (or the City Manager's designee) may contract for or otherwise procure any supplies, material, rights, equipment or services for the City (and may execute any associated documents) and may enter into legal settlements without prior City Council approval, provided that the following terms are met:

SECTION 3: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment

shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall be known as Ordinance 20-O-_____ and shall be in full force and effect upon its passage, approval, and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:
Nays:
Abstentions:
Absentees:

APPROVED:

Mayor Brian Sager, Ph.D.

(SEAL)
ATTEST: _____
City Clerk Cindy Smiley

Passed: _____
Approved: _____
Published: _____

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CERTIFICATION

I, CINDY SMILEY, do hereby certify that I am the duly appointed, acting and qualified Clerk of the City of Woodstock, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Council members of said City.

I do hereby further certify that at a regular meeting of the Woodstock City Council, held on the _____ day of _____, 2020 the foregoing Ordinance entitled ***An Ordinance Amending Title 1, Chapter 6, Articles A.5.1 (Authorizing the City Manager to Acquire Certain Property Rights to Facilitate Council-Approved Projects) and A.5.2 (Authorizing the City Manager to Contract for or Otherwise Procure such Property Rights to Facilitate Council-Approved Projects)***, was duly passed by said City Council.

The pamphlet form of Ordinance No. 20-O-_____, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the _____ day of _____, 2020, and will continue for at least 10 days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and corporate seal of the City of Woodstock this _____ day of _____, 2020.

Cindy Smiley, Clerk
City of Woodstock,
McHenry County, Illinois

(SEAL)



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

Memo

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

From: Paul Christensen, Assistant City Manager/Finance Director

Date: June 9, 2020

Re: Corrections to the City of Woodstock's FY20/21 Budget Ordinance

While importing the budget into the City's financial system, three errors were identified. In two separate occasions the sum for a category was incorrect and was missing the amounts from a line item. Also, the previous Exhibit A did not incorporate the changes to the TIF #2 Fund approved at the Council's Budget Workshop in the amount of \$5,000. After discussing this matter with the City Attorney's Office, it has been recommended to draft and present a revised Budget Ordinance that corrects the aforementioned errors, which will increase the overall budget by \$20,500 and reflect the City Council's final approved modifications.

Specifically, the first two errors were in regards to the totals presented within the TIF #2 Fund's Budget for the Capital Outlay category in relation to the FY19/20 Projected and FY20/21 Proposed Budget amounts. Account #42-00-7-721, "Streetscape Improvements," was not included in either of the aforementioned totals. The FY20/21 Approved Budget amount totaled \$685,000; however, the correct amount is \$700,000. This error also resulted in the FY19/20 Projected amount also not including the \$41,600 reported for this line item.

The FY20/21 Budget Ordinance approved on April 21st included the following presentation for Capital Outlay within the TIF #2 Fund:

CAPITAL OUTLAY											
42-00-7-721	Streetscape Improvements	\$	-	\$	-	\$	41,600	\$	15,000		
42-00-7-723	Façade Improvement Program	-	-	5,000	50,000	-	1,800	-	20,000		
42-00-7-725	Downtown Brick Replacement	-	-	-	20,000	-	24,300	-	25,000		
42-00-7-726	Pedestrian Amenities	-	-	-	8,000	-	4,000	-	5,000		
42-00-7-727	Sidewalk Maintenance & Replacement	-	-	-	10,000	-	10,000	-	15,000		
42-00-7-728	Lake Avenue Gas Station	-	-	-	-	-	38,700	-	-		
42-00-7-729	Old Courthouse	-	-	20,640	302,000	-	481,400	-	340,000		
42-00-7-730	Electric Vehicle Charging Station	-	-	-	11,000	-	9,000	-	-		
42-00-7-731	Property Acquisition	-	-	-	-	-	1,500,000	-	200,000		
42-00-7-732	Garbage Enclosures	-	-	-	-	-	-	-	80,000		
TOTAL CAPITAL OUTLAY		\$	-	\$	25,640	\$	401,000	\$	2,069,200	\$	685,000

The TIF #2 Fund's Capital Outlay category with the corrected total amounts are presented below:

CAPITAL OUTLAY						
42-00-7-721	Streetscape Improvements	\$	-	\$	-	\$ 15,000
42-00-7-723	Façade Improvement Program		-	5,000	50,000	20,000
42-00-7-725	Downtown Brick Replacement		-	-	20,000	25,000
42-00-7-726	Pedestrian Amenities		-	-	8,000	5,000
42-00-7-727	Sidewalk Maintenance & Replacement		-	-	10,000	15,000
42-00-7-728	Lake Avenue Gas Station		-	-	-	-
42-00-7-729	Old Courthouse		-	20,640	302,000	340,000
42-00-7-730	Electric Vehicle Charging Station		-	-	11,000	-
42-00-7-731	Property Acquisition		-	-	-	200,000
42-00-7-732	Garbage Enclosures		-	-	-	80,000
TOTAL CAPITAL OUTLAY		\$	-	\$	25,640	\$ 700,000

The final error occurred within the Police Pension Fund; Account #: 70-00-5-503, "Professional Services" was also not included within the total for this category. The Approved FY20/21 Budget Ordinance included a total of \$5,800 for Professional Services, when the correct amount is \$6,300. Again, this error resulted in the projected figure to also be underreported by \$1,200.

The Police Pension Contractual Services amounts originally reported within the FY20/21 Budget are provided below:

CONTRACTUAL SERVICES						
70-00-5-502	Legal Services	\$	719	\$	619	\$ 5,800
70-00-5-503	Professional Services		-	-	-	500
TOTAL CONTRACTUAL SERVICES		\$	719	\$	619	\$ 6,300

The corrected figures, as proposed, are as follows:

CONTRACTUAL SERVICES						
70-00-5-502	Legal Services	\$	719	\$	619	\$ 5,800
70-00-5-503	Professional Services		-	-	-	500
TOTAL CONTRACTUAL SERVICES		\$	719	\$	619	\$ 6,300

The attached FY20/21 Budget Ordinance has been drafted for Council's review to correct the aforementioned errors.

Therefore, it is recommended that the City Council approve the attached Ordinance, identified as Document #: 6, "An Ordinance Correcting the Fiscal Year 2020-2021 Budget for the City of Woodstock, Illinois."



Reviewed and Approved by:

Roscoe C. Stelford III
City Manager

ORDINANCE NO. 20-O-_____

***An Ordinance Correcting the Fiscal Year 2020-2021
Budget for the City of Woodstock, Illinois***

WHEREAS, the City of Woodstock, McHenry County, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the City's home rule powers and functions as granted in the Constitution of the State of Illinois; and

WHEREAS, two summations and one line-item modification, totaling \$20,500 or .04% of the City's total budget, were incorrectly reported within Ordinance 20-O-30, FY20/21 Budget, adopted on April 21, 2020; and

WHEREAS, it has been determined by the City Manager, serving as the Budget Officer, that these errors should be corrected.

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

SECTION ONE: That the City of Woodstock's Annual Budget for Fiscal Year 2020 – 2021, attached as Exhibit A hereto and made a part hereof, is hereby approved as a corrected Annual Budget and replaces the Budget Ordinance originally passed on April 21, 2020 as Ordinance 20-O-30.

SECTION TWO: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION THREE: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgement shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION FOUR: That this Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

SECTION FIVE: That this Ordinance authorizes the City Administration to file a copy of the corrected FY20/21 Budget with estimated revenues with the County Clerk.

SECTION SIX: Passed and approved this 16th day of June, 2020.

Ayes:
Nays:
Abstentions:
Absentees:

APPROVED:

Mayor Brian Sager, Ph.D.

Attest: _____
City Clerk Cindy Smiley

(Seal)

Passed: _____

Approved: _____

Published: _____

City of Woodstock
FY2020/2021 Operating Budget
May 1, 2020 - April 30, 2021
Exhibit A

Fund Number	Department Number	Fund/Department	Beginning Cash Balance	Revenues	Expenditures	Operating Income/Loss	Transfers In	Transfers Out	Net Income	Ending Cash Balance
01	00	General Corporate	\$ 4,774,300	\$ 11,257,900		\$ 11,257,900	\$ 592,400	\$ (5,902,100)	\$ 5,948,200	\$ -
01	01	General Government	-		960,800	(960,800)			(960,800)	-
01	02	City Hall	-		104,000	(104,000)			(104,000)	-
01	03	Finance	-		482,300	(482,300)			(482,300)	-
01	04	Human Resources	-		282,600	(282,600)			(282,600)	-
01	05	Building and Zoning	-		904,900	(904,900)			(904,900)	-
01	06	Streets	-		988,200	(988,200)			(988,200)	-
01	07	Fleet Maintenance	-		262,300	(262,300)			(262,300)	-
01	08	Public Works Admin.	-		589,300	(589,300)			(589,300)	-
01	09	Recreation	-		606,300	(606,300)			(606,300)	-
01	12	Economic Development	-		334,700	(334,700)			(334,700)	-
01	11	Community Events	-		142,400	(142,400)			(142,400)	-
01	13	IT	-		288,100	(288,100)			(288,100)	-
01		General Corporate Totals	4,774,300	11,257,900	5,945,900	5,312,000	592,400	(5,902,100)	2,300	4,776,600
02	00	Municipal Audit	21,200	33,500	34,500	(1,000)	-	-	(1,000)	20,200
03	00	Police Protection	63,600	4,474,800	5,363,000	(888,200)	2,907,000	(2,009,100)	9,700	73,300
04	00	Aquatic Center	-	255,000	268,200	(13,200)	22,200	(9,000)	-	-
05	00	Recreation Center	98,000	439,000	421,000	18,000	-	(77,200)	(59,200)	38,800
06	00	Public Parks	-	329,500	1,085,900	(756,400)	937,400	(181,000)	-	-
07	00	Performing Arts	-	592,500	888,500	(296,000)	360,900	(64,900)	-	-
08	00	Public Library	667,400	1,918,900	1,745,000	173,900	-	(205,600)	(31,700)	635,700
09	00	Library Building	(167,500)	11,000	371,000	(360,000)	352,000	-	(8,000)	(175,500)
10	00	Social Security	494,500	332,500	488,900	(156,400)	-	-	(156,400)	338,100
11	00	IMRF	795,000	367,600	694,600	(327,000)	-	-	(327,000)	468,000
12	00	MFT	274,800	1,069,600	1,035,000	34,600	-	-	34,600	309,400
13	00	Park Development	394,700	52,500	-	52,500	-	(63,800)	(11,300)	383,400
14	00	Administrative Adjudication	-	17,500	25,600	(8,100)	8,100	-	-	-
15	00	Alarm Monitoring	448,400	299,700	176,000	123,700	-	(100,000)	23,700	472,100
16	00	Special Recreation	78,100	150,000	132,000	18,000	-	(18,000)	-	78,100
21	00	Liability Insurance	1,848,800	384,700	381,300	3,400	-	-	3,400	1,852,200
26	00	Paratransit	-	1,400	31,700	(30,300)	30,300	-	-	-
30	00	Debt Service	-	80,000	1,030,000	(950,000)	950,000	-	-	-
31	00	Library Debt Service	-	-	-	-	-	-	-	-
41	00	TIF #1	-	501,500	295,200	206,300	-	(206,300)	-	-
42	00	TIF #2	(265,700)	167,200	755,000	(587,800)	229,200	-	(358,600)	(624,300)

City of Woodstock
FY2020/2021 Operating Budget
May 1, 2020 - April 30, 2021
Exhibit A

Fund Number	Department Number	Fund/Department	Beginning Cash Balance	Revenues	Expenditures	Operating Income/Loss	Transfers In	Transfers Out	Net Income	Ending Cash Balance
60	00	Water & Sewer Rev.	2,155,800	5,539,600		5,539,600	9,000	(2,158,400)	3,390,200	-
60	50	Water Treatment	-		1,065,000	(1,065,000)			(1,065,000)	-
60	51	Sewage Treatment	-		1,200,900	(1,200,900)			(1,200,900)	-
60	52	Sewer & Water Maintenance	-		1,043,500	(1,043,500)			(1,043,500)	-
60	53	Administrative & Debt Service	-		153,500	(153,500)			(153,500)	-
60	54	Capital Improvement	-		-	-			-	-
60		Water & Sewer Total	2,155,800	5,539,600	3,462,900	2,076,700	9,000	(2,158,400)	(72,700)	2,083,100
61	00	Water & Sewer CIP	306,000	1,189,000	2,570,700	(1,381,700)	1,308,900	-	(72,800)	233,200
62	00	Water & Sewer Capacity	3,794,600	305,000	1,557,700	(1,252,700)	-	-	(1,252,700)	2,541,900
70	00	Police Pension	24,373,800	2,090,000	1,548,200	541,800	1,366,000	(5,000)	1,902,800	26,276,600
75	00	Employee Health/Life Insurance	650,000	819,300	3,062,400	(2,243,100)	2,110,700	-	(132,400)	517,600
82	00	General Corporate - CIP	699,400	14,025,300		14,025,300	402,400	(383,900)	14,043,800	-
82	01	General Administration	-		95,100	(95,100)			(95,100)	-
82	02	Public Facilities	-		902,200	(902,200)			(902,200)	-
82	03	Public Safety	-		244,000	(244,000)			(244,000)	-
82	06	Parks	-		440,000	(440,000)			(440,000)	-
82	07	Motor Pool	-		210,000	(210,000)			(210,000)	-
82	08	Streets/Sidewalks/Signals	-		11,653,400	(11,653,400)			(11,653,400)	-
82	09	Stormwater Management	-		325,000	(325,000)			(325,000)	-
82		General - CIP Totals	699,400	14,025,300	13,869,700	155,600	402,400	(383,900)	174,100	873,500
85	00	Revolving Loan	289,300	5,600	-	5,600	-	-	5,600	294,900
90	00	Environmental Management	409,600	1,605,600	1,426,600	179,000	-	(195,700)	(16,700)	392,900
91	00	Hotel/Motel Tax	114,500	89,000	82,500	6,500	33,500	(40,000)	-	114,500
		Totals	42,318,600	48,404,700	48,749,000	(344,300)	11,620,000	(11,620,000)	(344,300)	41,974,300



Exhibit B

Annual Budget Detail

(Corrected)

FY 20/21

General Corporate Fund - Revenues

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 5,316,300	\$ 4,774,300
REVENUES						
Taxes						
01-00-1-310	Road & Bridge	\$ 217,469	\$ 218,394	\$ 219,000	\$ 219,700	\$ 220,000
01-00-1-311	Property Taxes	504,465	524,694	1,108,100	1,115,900	1,448,000
01-00-1-312	Replacement Taxes	257,637	231,997	276,000	296,600	265,300
01-00-1-313	Sales Taxes	4,270,500	4,305,200	4,500,000	4,500,000	4,585,000
01-00-1-314	Illinois Income Taxes	2,314,940	2,478,487	2,572,000	2,737,900	2,680,400
01-00-1-315	Video Gaming Revenue	236,977	246,355	240,000	252,700	260,000
01-00-1-316	Use Tax	675,080	789,762	809,200	859,000	906,200
01-00-1-318	Home Rule Sales Tax	775,226	-	-	-	-
01-00-1-319	Auto Rental Tax	8,971	10,566	10,500	11,500	11,500
01-00-1-330	Sales Tax Rebates	(148,517)	(116,391)	(145,100)	(327,400)	(361,500)
	TOTAL TAXES	\$ 9,112,748	\$ 8,689,064	\$ 9,589,700	\$ 9,665,900	\$ 10,014,900
LICENSES & PERMITS						
01-00-2-322	Liquor & Business Licenses	\$ 86,943	\$ 81,068	\$ 81,000	\$ 82,000	\$ 82,000
01-00-2-324	Building Permits	165,278	206,938	150,000	188,000	150,000
01-00-2-326	Stormwater Permits	15,300	30,000	15,000	5,000	15,000
	TOTAL LICENSES & PERMITS	\$ 267,521	\$ 318,006	\$ 246,000	\$ 275,000	\$ 247,000
FINES & FEES						
01-00-2-328	Franchise Fees	\$ 348,931	\$ 344,367	\$ 340,000	\$ 342,000	\$ 342,000
01-00-2-331	Filing Fees	2,030	910	500	6,900	500
01-00-2-335	Backflow Inspections	38,025	37,800	33,000	37,000	37,000
01-00-2-336	Elevator Inspection Revenue	7,140	6,715	7,200	7,300	7,300
	TOTAL FINES & FEES	\$ 396,126	\$ 389,792	\$ 380,700	\$ 393,200	\$ 386,800
SALES OF GOODS AND SERVICES						
01-00-3-327	Recreation Program Fees	\$ 199,605	\$ 167,211	\$ 185,000	\$ 150,000	\$ 160,000
	TOTAL SALES OF GOODS AND SERVICES	\$ 199,605	\$ 167,211	\$ 185,000	\$ 150,000	\$ 160,000
INTEREST						
01-00-5-381	Interest	\$ 72,324	\$ 102,443	\$ 127,500	\$ 154,700	\$ 113,500
	TOTAL INTEREST	\$ 72,324	\$ 102,443	\$ 127,500	\$ 154,700	\$ 113,500
OTHER						
01-00-5-360	Rental Property Receipts	\$ 4,136	\$ 3,136	\$ 13,600	\$ 59,100	\$ 90,700
01-00-5-363	Grant Revenue	-	-	-	-	165,000
01-00-5-378	Sale of Surplus Equipment	37,245	17,954	33,000	43,600	25,500
01-00-5-379	Intergovernmental Services	35,105	42,746	49,800	41,000	20,000
01-00-5-380	Miscellaneous Income	97,454	28,798	20,000	27,000	21,000
01-00-5-386	Community Event Donations	12,344	22,995	15,000	8,700	13,500
	TOTAL OTHER REVENUES	\$ 186,284	\$ 115,629	\$ 131,400	\$ 179,400	\$ 335,700
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 10,234,608	\$ 9,782,145	\$ 10,660,300	\$ 10,818,200	\$ 11,257,900

General Corporate Fund - Revenues (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
TRANSFERS (TO)/FROM OTHER FUNDS						
01-00-9-391	Transfer from Library Fund	\$ 11,000	\$ 11,000	\$ 2,200	\$ 2,200	\$ 11,000
01-00-9-395	Transfer from Utility Fund	402,069	428,651	499,700	453,200	558,400
01-00-9-397	Transfer from Special Rec Fund	18,000	18,000	18,000	18,000	18,000
01-00-9-398	Transfer from Police Pension Fund	5,000	5,000	5,000	5,000	5,000
01-00-9-881	Transfer To Debt Service Fund	(148,049)	(145,161)	(153,400)	(149,000)	(260,800)
01-00-9-889	Transfer To Employee Hlth Insurance Fund	(670,953)	(673,021)	(737,700)	(643,400)	(764,600)
01-00-9-894	Transfer To Police Protection Fund	(2,541,662)	(2,559,440)	(2,973,800)	(2,917,500)	(2,807,000)
01-00-9-895	Transfer To Parks Fund	(678,856)	(759,534)	(1,000,100)	(914,500)	(937,400)
01-00-9-896	Transfer To Hotel/Motel Tax Fund	(3,000)	(5,500)	(31,500)	(23,000)	(33,500)
01-00-9-898	Transfer To Performing Arts Fund	(388,753)	(288,269)	(320,000)	(301,700)	(320,900)
01-00-9-899	Transfer To Paratransit Fund	(29,538)	(28,765)	(29,600)	(29,600)	(30,300)
01-00-9-905	Transfer To Recreation Fund	-	-	(24,400)	(24,400)	-
01-00-9-909	Transfer To Library Building Fund	-	-	(312,000)	(312,000)	(312,000)
01-00-9-910	Transfer To Social Security Fund	-	-	(5,000)	(535,900)	-
01-00-9-911	Transfer To IMRF Fund	-	-	-	(493,600)	-
01-00-9-912	Transfer To MFT Fund	(10,000)	(10,000)	(10,000)	-	-
01-00-9-914	Transfer To Admin. Adjudication Fund	(3,528)	(6,035)	(10,200)	(8,200)	(8,100)
01-00-9-915	Transfer To Aquatic Fund	(20,645)	(32,051)	(43,000)	(37,500)	(22,200)
01-00-9-941	Transfer To TIF #2	-	-	-	(29,000)	(22,900)
01-00-9-982	Transfer To General - CIP Fund	(1,094,000)	-	-	-	(382,400)
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ (5,152,915)	\$ (4,045,125)	\$ (5,125,800)	\$ (5,940,900)	\$ (5,309,700)
TOTAL REVENUES (AFTER TRANSFERS)		\$ 5,081,693	\$ 5,737,020	\$ 5,534,500	\$ 4,877,300	\$ 5,948,200
EXPENSES						
GENERAL GOVERNMENT						
01-01-x-xxx	City Manager's Office	\$ 825,721	\$ 809,796	\$ 948,200	\$ 852,100	\$ 960,800
01-02-x-xxx	City Hall	77,724	80,068	70,500	139,400	104,000
01-03-x-xxx	Finance	377,625	412,305	448,600	480,200	482,300
01-04-x-xxx	Human Resources	204,529	232,617	261,600	286,300	282,600
01-05-x-xxx	Building and Zoning	581,428	657,795	668,700	678,900	904,900
01-12-x-xxx	Economic Development	214,413	272,223	316,700	313,900	334,700
01-13-x-xxx	Information Technology	204,137	243,198	262,200	259,900	288,100
TOTAL GENERAL GOVERNMENT		\$ 2,485,577	\$ 2,708,002	\$ 2,976,500	\$ 3,010,700	\$ 3,357,400
PUBLIC WORKS						
01-06-x-xxx	Street Maintenance	\$ 1,064,891	\$ 1,117,543	\$ 1,057,100	\$ 1,049,400	\$ 988,200
01-07-x-xxx	Fleet Maintenance	239,157	245,570	267,100	236,800	262,300
01-08-x-xxx	DPW Administration	443,355	403,054	481,700	416,400	589,300
TOTAL PUBLIC WORKS		\$ 1,747,403	\$ 1,766,167	\$ 1,805,900	\$ 1,702,600	\$ 1,839,800
PARKS, RECREATION, & CULTURE						
01-09-x-xxx	Recreation	\$ 562,257	\$ 562,328	\$ 608,000	\$ 573,700	\$ 606,300
01-11-x-xxx	Community Events	114,418	151,338	140,300	132,300	142,400
TOTAL PARKS, RECREATION & CULTURE		\$ 676,675	\$ 713,666	\$ 748,300	\$ 706,000	\$ 748,700
TOTAL GENERAL FUND EXPENSES		\$ 4,909,655	\$ 5,187,835	\$ 5,530,700	\$ 5,419,300	\$ 5,945,900
NET INCREASE (DECREASE)		\$ 172,038	\$ 549,185	\$ 3,800	\$ (542,000)	\$ 2,300
Ending Fund Balance					\$ 4,774,300	\$ 4,776,600

General Corporate Fund - General Government

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-01-3-401	City Manager	\$ 166,157	\$ 170,350	\$ 176,000	\$ 176,900	\$ 184,900
01-01-3-403	Assistant City Manager	10,435	10,857	11,300	11,400	12,000
01-01-3-405	Executive Assistant	64,575	66,869	69,500	69,600	72,700
01-01-3-406	Office Assistants	29,091	27,333	29,000	26,600	29,000
01-01-3-410	Grants/Communications Manager	69,864	72,679	75,500	75,600	79,000
01-01-3-411	Assistant to the City Manager	-	-	-	-	70,000
01-01-3-439	City Officials	63,243	49,532	55,000	52,000	57,000
01-01-3-440	Compensation Study Reserve	-	-	80,900	-	-
01-01-3-445	Overtime	-	149	-	600	700
01-01-3-451	Sick Leave Conversion	5,426	5,585	6,000	5,800	6,100
	TOTAL SALARIES	\$ 408,791	\$ 403,354	\$ 503,200	\$ 418,500	\$ 511,400
PERSONAL SERVICES						
01-01-4-452	Travel & Training	\$ 11,745	\$ 13,249	\$ 12,500	\$ 11,000	\$ 13,000
01-01-4-454	Dues & Subscriptions	16,562	17,280	17,000	17,000	17,000
	TOTAL PERSONAL SERVICES	\$ 28,307	\$ 30,529	\$ 29,500	\$ 28,000	\$ 30,000
CONTRACTUAL SERVICES						
01-01-5-501	Communications	\$ 2,203	\$ 1,218	\$ 1,300	\$ 1,300	\$ 1,300
01-01-5-502	Legal Services	57,736	58,530	60,000	57,500	60,000
01-01-5-505	Appraisal Services	3,003	1,000	3,000	2,000	3,000
01-01-5-536	City Scene	15,072	15,751	16,000	15,800	16,000
01-01-5-537	Printing Services	6,133	6,093	5,000	5,000	5,000
01-01-5-538	Publishing Services	7,475	2,685	3,000	3,000	3,000
01-01-5-552	Service To Maintain Equipment	2,000	1,040	1,500	1,400	1,500
01-01-5-558	Marketing Efforts	200,000	200,000	220,000	220,000	220,000
01-01-5-559	Enterprise Zone	30,000	24,000	30,000	24,000	30,000
01-01-5-562	Legislative Advocate	60,000	60,000	60,000	60,000	60,000
01-01-5-563	Countywide Homeless Shelter Support	-	-	10,000	10,000	10,000
	TOTAL CONTRACTUAL SERVICES	\$ 383,622	\$ 370,317	\$ 409,800	\$ 400,000	\$ 409,800
COMMODITIES						
01-01-6-601	Postage Expense	\$ 3,661	\$ 3,570	\$ 3,200	\$ 3,600	\$ 3,600
01-01-6-606	Supplies	1,340	1,646	2,000	2,000	2,000
	TOTAL COMMODITIES	\$ 5,001	\$ 5,216	\$ 5,200	\$ 5,600	\$ 5,600
CAPITAL OUTLAY						
01-01-7-720	Equipment	\$ -	\$ 380	\$ 500	\$ -	\$ 4,000
	TOTAL CAPITAL OUTLAY	\$ -	\$ 380	\$ 500	\$ -	\$ 4,000
	TOTAL GENERAL GOVERNMENT EXPENSES	\$ 825,721	\$ 809,796	\$ 948,200	\$ 852,100	\$ 960,800

General Corporate Fund - City Hall

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
CONTRACTUAL SERVICES						
01-02-5-550	Service To Maintain Building	\$ 29,142	\$ 24,792	\$ 30,000	\$ 26,000	\$ 30,000
01-02-5-551	Service To Maintain Old Courthouse	-	-	-	6,000	10,000
01-02-5-552	Service To Maintain Equipment	12,056	22,156	10,000	40,000	20,000
01-02-5-599	Property Taxes	-	-	-	9,900	10,000
	TOTAL CONTRACTUAL SERVICES	\$ 41,198	\$ 46,948	\$ 40,000	\$ 81,900	\$ 70,000
COMMODITIES						
01-02-6-603	Fuel - Heating	\$ -	\$ 622	\$ -	\$ 900	\$ -
01-02-6-606	Supplies	692	1,444	1,200	1,200	1,200
01-02-6-613	Water And Sewer	2,025	1,282	2,000	2,600	2,000
01-02-6-620	Material To Maintain Building	1,980	972	1,500	3,000	2,000
01-02-6-621	Material To Maintain Equipment	-	223	300	300	300
01-02-6-622	Material To Maintain Old Courthouse	-	-	-	1,000	3,000
	TOTAL COMMODITIES	\$ 4,697	\$ 4,543	\$ 5,000	\$ 9,000	\$ 8,500
CAPITAL OUTLAY						
01-02-7-701	Building	\$ 8,525	\$ -	\$ 4,000	\$ 5,000	\$ 4,000
	TOTAL CAPITAL OUTLAY	\$ 8,525	\$ -	\$ 4,000	\$ 5,000	\$ 4,000
OTHER EXPENSES						
01-02-8-803	Rental Property Expenditures	\$ 18,372	\$ 19,755	\$ 18,000	\$ 40,000	\$ 18,000
01-02-8-804	Rental Property Repairs	4,932	8,822	3,500	3,500	3,500
	TOTAL OTHER EXPENSES	\$ 23,304	\$ 28,577	\$ 21,500	\$ 43,500	\$ 21,500
	TOTAL CITY HALL	\$ 77,724	\$ 80,068	\$ 70,500	\$ 139,400	\$ 104,000

General Corporate Fund - Finance Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-03-3-402	Finance Director	\$ 120,828	\$ 125,704	\$ 130,800	\$ 132,000	\$ 138,000
01-03-3-407	Accounting/Office Personnel	199,140	228,711	259,500	289,300	273,100
01-03-3-431	Part-Time Assistant	10,170	6,885	-	-	-
01-03-3-445	Overtime	85	-	-	100	200
01-03-3-451	Sick Leave Conversion	1,607	2,156	2,400	1,700	1,800
	TOTAL SALARIES	\$ 331,830	\$ 363,456	\$ 392,700	\$ 423,100	\$ 413,100
PERSONAL SERVICES						
01-03-4-452	Travel & Training	\$ 1,504	\$ 2,950	\$ 2,600	\$ 2,900	\$ 3,500
01-03-4-454	Dues & Subscriptions	620	747	1,200	1,000	1,100
	TOTAL PERSONAL SERVICES	\$ 2,124	\$ 3,697	\$ 3,800	\$ 3,900	\$ 4,600
CONTRACTUAL SERVICES						
01-03-5-501	Communications	\$ 2,042	\$ 1,667	\$ 1,800	\$ 1,800	\$ 1,800
01-03-5-502	Legal Expenses	5,532	4,375	3,000	6,500	5,500
01-03-5-510	Popular Annual Financial Report (PAFR)	6,547	5,992	6,500	6,900	7,000
01-03-5-537	Printing Services	1,678	1,214	1,300	1,000	1,800
01-03-5-552	Service to Maintain Equipment	21,284	25,213	31,300	29,200	39,200
	TOTAL CONTRACTUAL SERVICES	\$ 37,083	\$ 38,461	\$ 43,900	\$ 45,400	\$ 55,300
COMMODITIES						
01-03-6-601	Postage	\$ 4,614	\$ 3,703	\$ 4,900	\$ 4,300	\$ 4,300
01-03-6-606	Supplies	1,710	2,649	2,300	2,300	2,300
	TOTAL COMMODITIES	\$ 6,324	\$ 6,352	\$ 7,200	\$ 6,600	\$ 6,600
CAPITAL OUTLAY						
01-03-7-720	Equipment	\$ 264	\$ 339	\$ 1,000	\$ 1,200	\$ 2,700
	TOTAL CAPITAL OUTLAY	\$ 264	\$ 339	\$ 1,000	\$ 1,200	\$ 2,700
	TOTAL FINANCE DEPARTMENT	\$ 377,625	\$ 412,305	\$ 448,600	\$ 480,200	\$ 482,300

General Corporate Fund - Human Resources Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-04-3-401	Human Resources Director	\$ 126,168	\$ 131,251	\$ 136,600	\$ 129,800	\$ 142,800
01-04-3-402	Human Resources Coordinator	47,586	49,535	54,400	54,400	59,800
01-04-3-431	Office Assistant	-	-	13,500	-	13,500
01-04-3-451	Sick Leave Conversion	-	-	-	-	-
	TOTAL SALARIES	\$ 173,754	\$ 180,786	\$ 204,500	\$ 184,200	\$ 216,100
PERSONAL SERVICES						
01-04-4-452	Travel & Training	\$ 1,214	\$ 1,558	\$ 2,000	\$ 2,000	\$ 2,500
01-04-4-453	Physical Examinations	1,268	1,420	700	1,800	1,000
01-04-4-454	Dues & Subscriptions	2,539	2,872	3,100	3,100	3,300
01-04-4-455	Employee Training/Events	178	133	1,500	200	1,000
01-04-4-456	ADA Services	-	-	100	-	100
01-04-4-457	Tuition Reimbursement	-	2,000	5,000	1,000	5,000
	TOTAL PERSONAL SERVICES	\$ 5,199	\$ 7,983	\$ 12,400	\$ 8,100	\$ 12,900
CONTRACTUAL SERVICES						
01-04-5-501	Communications	\$ 1,166	\$ 680	\$ 800	\$ 900	\$ 900
01-04-5-502	Legal Services	219	219	1,000	15,000	5,000
01-04-5-503	Labor Relations	8,560	23,191	20,000	35,000	15,000
01-04-5-509	Testing and Background Checks	4,856	6,388	5,000	6,200	5,000
01-04-5-510	Drug Testing	3,972	4,379	5,000	4,500	3,000
01-04-5-536	Advertising	311	1,024	600	1,500	1,000
01-04-5-537	Printing Services	-	58	100	100	500
01-04-5-552	Service to Maintain Equipment	-	416	2,600	600	2,600
01-04-5-560	Classification Plan Maintenance	-	3,250	3,000	21,000	12,000
	TOTAL CONTRACTUAL SERVICES	\$ 19,084	\$ 39,605	\$ 38,100	\$ 84,800	\$ 45,000
COMMODITIES						
01-04-6-601	Postage	\$ 49	\$ 32	\$ 100	\$ 100	\$ 100
01-04-6-606	Supplies	850	386	1,000	700	1,200
01-04-6-607	AED Supplies	1,949	543	2,000	2,400	3,300
	TOTAL COMMODITIES	\$ 2,848	\$ 961	\$ 3,100	\$ 3,200	\$ 4,600
OTHER EXPENSES						
01-04-8-811	Employee Recognition	\$ 3,644	\$ 3,282	\$ 3,500	\$ 6,000	\$ 4,000
	TOTAL OTHER EXPENSES	\$ 3,644	\$ 3,282	\$ 3,500	\$ 6,000	\$ 4,000
	TOTAL HUMAN RESOURCES DEPARTMENT	\$ 204,529	\$ 232,617	\$ 261,600	\$ 286,300	\$ 282,600

General Corporate Fund - Building and Zoning Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-05-3-401	Department Director	\$ 89,158	\$ 92,750	\$ 96,400	\$ 96,500	\$ 105,000
01-05-3-404	City Planner	91,324	112,268	77,300	82,500	85,000
01-05-3-406	Office Coordinator	62,777	64,836	67,300	66,700	69,000
01-05-3-416	Building Inspectors	238,912	164,036	173,100	166,600	162,500
01-05-3-420	Code Enforcement Officers	36,275	133,559	134,800	131,500	142,000
01-05-3-425	Part-Time Project Coordinator	-	-	-	-	27,500
01-05-3-431	Part-Time Office Assistant	11,681	12,453	21,300	22,800	26,700
01-05-3-432	Seasonal Code Enforcement	-	5,640	8,700	8,700	9,000
01-05-3-451	Sick Leave Conversion	6,306	4,887	5,800	3,400	3,500
	TOTAL SALARIES	\$ 536,433	\$ 590,429	\$ 584,700	\$ 578,700	\$ 630,200
PERSONAL SERVICES						
01-05-4-452	Travel & Training	\$ 300	\$ 1,652	\$ 1,700	\$ 1,500	\$ 1,700
01-05-4-454	Dues/Subscriptions/Books	723	1,582	1,600	1,600	1,600
	TOTAL PERSONAL SERVICES	\$ 1,023	\$ 3,234	\$ 3,300	\$ 3,100	\$ 3,300
CONTRACTUAL SERVICES						
01-05-5-501	Communications	\$ 3,433	\$ 2,683	\$ 3,000	\$ 3,000	\$ 3,000
01-05-5-502	Legal/Professional Services	13,644	17,360	18,000	38,000	18,000
01-05-5-523	Nuisance Abatement Services	-	2,595	3,000	1,500	3,000
01-05-5-537	Printing Services	2,176	1,085	4,500	3,200	4,500
01-05-5-552	Service to Maintain Equipment	400	949	700	800	700
01-05-5-553	Service to Maintain Vehicles	145	395	500	500	500
01-05-5-566	Software Support	1,103	10,313	10,000	10,200	10,200
01-05-5-567	Elevator Inspection Fees	4,013	4,447	4,200	5,700	6,000
	TOTAL CONTRACTUAL SERVICES	\$ 24,914	\$ 39,827	\$ 43,900	\$ 62,900	\$ 45,900
COMMODITIES						
01-05-6-601	Postage	\$ 2,140	\$ 1,736	\$ 2,000	\$ 2,600	\$ 3,000
01-05-6-602	Gasoline & Oil	3,490	4,682	5,000	4,500	4,500
01-05-6-606	Supplies	2,165	1,595	2,000	2,300	3,000
01-05-6-622	Material to Maintain Vehicles	2,095	2,259	1,800	800	1,500
	TOTAL COMMODITIES	\$ 9,890	\$ 10,272	\$ 10,800	\$ 10,200	\$ 12,000
CAPITAL OUTLAY						
01-05-7-720	Equipment	\$ 131	\$ 440	\$ 1,000	\$ 1,000	\$ 3,500
	TOTAL CAPITAL OUTLAY	\$ 131	\$ 440	\$ 1,000	\$ 1,000	\$ 3,500
OTHER EXPENSES						
01-05-8-801	Distressed Property Program	\$ 9,037	\$ 13,593	\$ 25,000	\$ 23,000	\$ 25,000
01-05-8-802	Neighborhood Improvement Program	-	-	-	-	185,000
	TOTAL OTHER EXPENSES	\$ 9,037	\$ 13,593	\$ 25,000	\$ 23,000	\$ 210,000
	TOTAL BUILDING AND ZONING	\$ 581,428	\$ 657,795	\$ 668,700	\$ 678,900	\$ 904,900

General Corporate Fund - Street Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-06-3-408	Street Superintendent	\$ 69,792	\$ 79,004	\$ 80,300	\$ 63,400	\$ 82,500
01-06-3-415	Maintenance	412,507	433,824	453,200	458,200	491,000
01-06-3-431	Temporary Labor	31,841	18,269	33,000	8,600	30,000
01-06-3-445	Overtime	75,576	125,088	80,000	85,000	100,000
01-06-3-451	Sick Leave Conversion	1,887	3,728	1,600	700	1,700
	TOTAL SALARIES	\$ 591,603	\$ 659,913	\$ 648,100	\$ 615,900	\$ 705,200
PERSONAL SERVICES						
01-06-4-453	Uniforms	\$ 7,254	\$ 10,564	\$ 9,000	\$ 7,200	\$ 9,000
	TOTAL PERSONAL SERVICES	\$ 7,254	\$ 10,564	\$ 9,000	\$ 7,200	\$ 9,000
CONTRACTUAL SERVICES						
01-06-5-552	Service to Maintain Equipment	\$ 13,961	\$ 8,018	\$ 7,000	\$ 22,000	\$ 8,000
01-06-5-553	Service to Maintain Vehicles	8,099	12,741	14,000	40,000	15,000
01-06-5-555	Service to Maintain Pavements	43,021	46,013	45,000	26,000	4,000
01-06-5-557	Service to Maintain Street Lights	70,815	13,543	10,000	12,000	-
01-06-5-560	Service to Maintain Storm Sewers	37,645	43,181	45,000	45,000	50,000
01-06-5-564	Street Lighting	214	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	\$ 173,755	\$ 123,496	\$ 121,000	\$ 145,000	\$ 77,000
COMMODITIES						
01-06-6-602	Gas & Oil	\$ 53,804	\$ 56,188	\$ 48,000	\$ 47,000	\$ 53,000
01-06-6-605	Tools	3,532	2,054	3,500	3,300	3,500
01-06-6-606	Supplies	9,858	11,953	8,000	8,000	9,000
01-06-6-609	Alternate Ice Control Methods	-	30,803	30,000	27,000	-
01-06-6-621	Materials to Maintain Equipment	30,868	46,756	32,000	45,000	35,000
01-06-6-622	Materials to Maintain Vehicles	33,838	36,871	34,000	25,500	34,000
01-06-6-625	Materials to Maintain Storm Sewers	30,958	39,757	30,000	30,000	30,000
01-06-6-627	Materials to Maintain Pavements	103,492	73,879	65,000	65,000	-
01-06-6-629	Materials to Maintain Traffic Controls	19,386	23,308	22,000	24,000	25,000
01-06-6-630	Materials to Maintain Street Lights	2,454	27	2,500	300	2,500
	TOTAL COMMODITIES	\$ 288,190	\$ 321,596	\$ 275,000	\$ 275,100	\$ 192,000
CAPITAL OUTLAY						
01-06-7-720	Equipment	\$ 4,089	\$ 1,974	\$ 4,000	\$ 6,200	\$ 5,000
	TOTAL CAPITAL OUTLAY	\$ 4,089	\$ 1,974	\$ 4,000	\$ 6,200	\$ 5,000
	TOTAL STREET	\$ 1,064,891	\$ 1,117,543	\$ 1,057,100	\$ 1,049,400	\$ 988,200

General Corporate Fund - Fleet Maintenance Division

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-07-3-408	Supervisor	\$ 69,819	\$ 77,687	\$ 77,100	\$ 77,100	\$ 82,700
01-07-3-415	Maintenance	108,263	108,263	119,800	101,800	113,900
01-07-3-431	Temporary Labor	-	8,713	10,000	-	10,000
01-07-3-445	Overtime	-	546	200	500	200
01-07-3-451	Sick Leave Conversion	1,578	1,653	2,700	2,000	1,900
	TOTAL SALARIES	\$ 179,660	\$ 196,862	\$ 209,800	\$ 181,400	\$ 208,700
PERSONAL SERVICES						
01-07-4-453	Uniforms	\$ 2,578	\$ 2,597	\$ 3,000	\$ 3,000	\$ 3,000
	TOTAL PERSONAL SERVICES	\$ 2,578	\$ 2,597	\$ 3,000	\$ 3,000	\$ 3,000
CONTRACTUAL SERVICES						
01-07-5-550	Service to Maintain Buildings	\$ 20,318	\$ 16,529	\$ 20,000	\$ 20,000	\$ 20,000
01-07-5-552	Service to Maintain Equipment	3,061	2,755	4,000	2,000	4,000
01-07-5-553	Service to Maintain Vehicles	418	-	300	-	300
	TOTAL CONTRACTUAL SERVICES	\$ 23,797	\$ 19,284	\$ 24,300	\$ 22,000	\$ 24,300
COMMODITIES						
01-07-6-602	Gas & Oil	\$ 876	\$ 1,735	\$ 2,000	\$ 2,000	\$ 2,000
01-07-6-605	Tools	4,440	3,706	4,000	4,000	4,000
01-07-6-606	Supplies	3,501	4,223	4,000	4,000	4,000
01-07-6-613	Water & Sewer	334	958	1,000	1,000	1,000
01-07-6-620	Materials to Maintain Buildings	2,334	1,093	3,200	3,600	3,500
01-07-6-621	Materials to Maintain Equipment	685	572	1,000	1,000	1,000
01-07-6-622	Materials to Maintain Vehicles	554	363	800	800	800
	TOTAL COMMODITIES	\$ 12,724	\$ 12,650	\$ 16,000	\$ 16,400	\$ 16,300
CAPITAL OUTLAY						
01-07-7-720	Equipment	\$ 20,398	\$ 14,177	\$ 14,000	\$ 14,000	\$ 10,000
	TOTAL CAPITAL OUTLAY	\$ 20,398	\$ 14,177	\$ 14,000	\$ 14,000	\$ 10,000
	TOTAL FLEET MAINTENANCE EXPENSES	\$ 239,157	\$ 245,570	\$ 267,100	\$ 236,800	\$ 262,300

General Corporate Fund - Public Works Administration Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-08-3-402	Public Works Director	\$ 129,038	\$ 134,237	\$ 138,000	\$ 138,000	\$ 273,200
01-08-3-403	Assistant Public Works Director	103,862	43,355	116,900	63,800	42,900
01-08-3-404	Engineering	121,073	142,868	132,400	103,500	178,100
01-08-3-406	Office Coordinator	45,805	47,073	48,400	48,800	52,000
01-08-3-451	Sick Leave Conversion	2,966	2,571	3,200	3,200	-
	TOTAL SALARIES	\$ 402,744	\$ 370,104	\$ 438,900	\$ 357,300	\$ 546,200
PERSONAL SERVICES						
01-08-4-452	Travel & Training	\$ 3,728	\$ 4,513	\$ 6,500	\$ 4,500	\$ 6,500
01-08-4-453	Uniforms	649	635	800	800	800
01-08-4-454	Dues & Subscriptions	2,075	2,471	2,500	2,400	2,500
	TOTAL PERSONAL SERVICES	\$ 6,452	\$ 7,619	\$ 9,800	\$ 7,700	\$ 9,800
CONTRACTUAL SERVICES						
01-08-5-501	Communications	\$ 6,870	\$ 7,567	\$ 8,000	\$ 7,000	\$ 8,000
01-08-5-502	Legal Expenses	784	593	5,000	3,000	3,000
01-08-5-503	Engineering Services	17,162	8,508	6,000	29,100	8,000
01-08-5-537	Printing Services	72	-	100	500	500
01-08-5-538	IEPA MS4 Permit Fees	1,000	1,000	1,000	1,000	1,000
01-08-5-552	Service to Maintain Equipment	553	440	1,500	1,000	1,500
	TOTAL CONTRACTUAL SERVICES	\$ 26,441	\$ 18,108	\$ 21,600	\$ 41,600	\$ 22,000
COMMODITIES						
01-08-6-601	Postage	\$ 1,086	\$ 540	\$ 1,100	\$ 600	\$ 1,000
01-08-6-602	Gasoline & Oil	1,137	1,977	1,800	1,800	1,800
01-08-6-606	Supplies	3,269	3,515	3,500	3,400	3,500
01-08-6-622	Material to Maintain Vehicles	350	1,191	1,500	500	1,500
	TOTAL COMMODITIES	\$ 5,842	\$ 7,223	\$ 7,900	\$ 6,300	\$ 7,800
CAPITAL OUTLAY						
01-08-7-720	Equipment	\$ 1,876	\$ -	\$ 3,500	\$ 3,500	\$ 3,500
	TOTAL CAPITAL OUTLAY	\$ 1,876	\$ -	\$ 3,500	\$ 3,500	\$ 3,500
	TOTAL PUBLIC WORKS ADMINISTRATION	\$ 443,355	\$ 403,054	\$ 481,700	\$ 416,400	\$ 589,300

General Corporate Fund - Recreation Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-09-3-402	Recreation Director	\$ 111,605	\$ 114,985	\$ 118,100	\$ 119,600	\$ 123,500
01-09-3-405	Program Coordinators	160,144	166,332	171,200	171,200	176,900
01-09-3-406	Recreation Center Manager	65,581	68,507	71,200	71,200	74,200
01-09-3-431	Part-Time Clerical Support	28,000	29,200	31,000	31,000	37,000
01-09-3-440	Part-Time Recreation Aides	55,148	51,568	57,000	44,000	54,000
01-09-3-451	Sick Leave Conversion	5,532	5,782	6,000	6,000	6,200
	TOTAL SALARIES	\$ 426,010	\$ 436,374	\$ 454,500	\$ 443,000	\$ 471,800
PERSONAL SERVICES						
01-09-4-452	Travel & Training	\$ 1,684	\$ 3,147	\$ 4,000	\$ 2,800	\$ 3,000
01-09-4-454	Dues & Subscriptions	1,835	1,844	3,000	2,200	2,500
	TOTAL PERSONAL SERVICES	\$ 3,519	\$ 4,991	\$ 7,000	\$ 5,000	\$ 5,500
CONTRACTUAL SERVICES						
01-09-5-501	Communications	\$ 2,711	\$ 3,460	\$ 3,500	\$ 3,500	\$ 3,500
01-09-5-502	Professional Services	5,571	5,016	5,000	5,200	5,200
01-09-5-512	Instructor Contracts	36,977	28,438	40,000	34,000	35,000
01-09-5-513	Athletic Officials	13,584	14,205	15,000	12,000	13,000
01-09-5-536	Recreation Supplement to Newsletter (60%)	13,873	16,046	16,500	17,700	18,000
01-09-5-537	Printing Services/Advertising	1,620	2,002	3,000	3,000	3,000
01-09-5-544	Building Rental	4,650	3,740	4,500	4,500	4,500
01-09-5-552	Service to Maintain Equipment	3,032	3,000	3,500	3,500	3,500
01-09-5-553	Service to Maintain Vehicles	394	360	1,000	500	500
	TOTAL CONTRACTUAL SERVICES	\$ 82,412	\$ 76,267	\$ 92,000	\$ 83,900	\$ 86,200
COMMODITIES						
01-09-6-601	Postage	\$ 2,965	\$ 4,873	\$ 3,000	\$ 2,500	\$ 2,500
01-09-6-602	Gasoline & Oil	927	1,336	1,300	800	800
01-09-6-606	Office Supplies	4,150	5,121	5,200	5,000	5,000
01-09-6-611	Recreation Equipment	1,149	311	2,000	500	2,000
01-09-6-612	Program Supplies	40,023	32,597	42,000	32,000	32,000
01-09-6-622	Materials to Maintain Vehicles	1,102	458	1,000	1,000	500
	TOTAL COMMODITIES	\$ 50,316	\$ 44,696	\$ 54,500	\$ 41,800	\$ 42,800
	TOTAL RECREATION	\$ 562,257	\$ 562,328	\$ 608,000	\$ 573,700	\$ 606,300

General Corporate Fund - Community Events Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
PERSONAL SERVICES						
01-11-3-403	Overtime for Police Services	\$ 13,502	\$ 13,674	\$ 14,500	\$ 13,900	\$ 14,500
01-11-3-406	Overtime for Public Works Services	1,168	3,309	2,500	2,300	2,500
	TOTAL PERSONAL SERVICES	\$ 14,670	\$ 16,983	\$ 17,000	\$ 16,200	\$ 17,000
COMMODITIES						
01-11-6-600	Fair Diddley	\$ 460	\$ 460	\$ 500	\$ 500	\$ 500
01-11-6-602	4th of July	825	825	1,000	1,000	1,100
01-11-6-605	Car Show on the Square	173	-	-	-	-
01-11-6-608	Christmas Lighting	56,966	65,253	65,000	62,300	67,000
01-11-6-611	Movies in the Park	1,248	936	1,500	1,400	1,500
01-11-6-615	Other Community Events	6,229	5,253	5,300	4,000	5,300
01-11-6-617	Sister City Program	-	-	2,500	2,500	2,500
01-11-6-620	Seniors @ Stage Left	2,357	2,264	2,500	2,300	2,500
01-11-6-621	Summer in the Park Community Event	31,490	40,250	40,000	37,600	40,000
01-11-6-622	Wizarding World of Woodstock	-	19,114	5,000	4,500	5,000
	TOTAL COMMODITIES	\$ 99,748	\$ 134,355	\$ 123,300	\$ 116,100	\$ 125,400
	TOTAL COMMUNITY EVENTS	\$ 114,418	\$ 151,338	\$ 140,300	\$ 132,300	\$ 142,400

General Corporate Fund - Economic Development Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-12-3-401	Director	\$ 119,146	\$ 123,953	\$ 129,000	\$ 130,200	\$ 136,000
01-12-3-402	Business Development Coordinator	-	20,510	62,700	61,700	65,700
01-12-3-405	Economic Development Coordinator	66,346	69,019	71,900	71,800	76,200
01-12-3-451	Sick Leave Conversion	-	-	-	-	-
	TOTAL SALARIES	\$ 185,492	\$ 213,482	\$ 263,600	\$ 263,700	\$ 277,900
PERSONAL SERVICES						
01-12-4-452	Travel & Training	\$ 1,973	\$ 1,465	\$ 10,000	\$ 7,200	\$ 10,000
01-12-4-454	Dues/Subscriptions/Books	3,269	4,135	5,000	3,100	3,500
	TOTAL PERSONAL SERVICES	\$ 5,242	\$ 5,600	\$ 15,000	\$ 10,300	\$ 13,500
CONTRACTUAL SERVICES						
01-12-5-501	Communications	\$ 1,340	\$ 2,691	\$ 3,000	\$ 1,200	\$ 2,000
01-12-5-502	Legal Expenses	3,736	12,512	5,000	10,000	7,500
01-12-5-515	Strategic Plan/Marketing Services	12,586	29,342	20,000	20,000	22,500
01-12-5-536	Expansion/Retention Services	2,999	5,831	5,000	2,700	5,000
01-12-5-537	Printing Services	2,397	818	3,600	4,400	5,000
01-12-5-552	Service to Maintain Equipment	302	309	300	400	300
	TOTAL CONTRACTUAL SERVICES	\$ 23,360	\$ 51,503	\$ 36,900	\$ 38,700	\$ 42,300
COMMODITIES						
01-12-6-601	Postage	\$ 11	\$ 282	\$ 200	\$ 100	\$ 200
01-12-6-606	Supplies	308	121	500	200	300
	TOTAL COMMODITIES	\$ 319	\$ 403	\$ 700	\$ 300	\$ 500
CAPITAL OUTLAY						
01-12-7-720	Equipment	\$ -	\$ 1,235	\$ 500	\$ 900	\$ 500
	TOTAL CAPITAL OUTLAY	\$ -	\$ 1,235	\$ 500	\$ 900	\$ 500
	TOTAL ECONOMIC DEVELOPMENT	\$ 214,413	\$ 272,223	\$ 316,700	\$ 313,900	\$ 334,700

General Corporate Fund - Information Technology Department

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SALARIES						
01-13-3-401	Director	\$ 90,348	\$ 93,988	\$ 99,600	\$ 99,500	\$ 120,000
01-13-3-405	Technician	46,391	62,067	63,700	63,700	65,600
01-13-3-431	Limited Part Time Labor	-	-	7,200	8,500	8,500
01-13-3-445	Overtime	-	346	2,000	300	500
01-13-3-451	Sick Leave Conversion	-	-	-	-	-
	TOTAL SALARIES	\$ 136,739	\$ 156,401	\$ 172,500	\$ 172,000	\$ 194,600
PERSONAL SERVICES						
01-13-4-452	Travel & Training	\$ 2,456	\$ 3,550	\$ 9,500	\$ 9,500	\$ 4,500
01-13-4-454	Dues/Subscriptions/Books	-	849	1,000	300	500
	TOTAL PERSONAL SERVICES	\$ 2,456	\$ 4,399	\$ 10,500	\$ 9,800	\$ 5,000
CONTRACTUAL SERVICES						
01-13-5-501	Communications	\$ 3,605	\$ 8,428	\$ 7,500	\$ 7,200	\$ 7,500
01-13-5-502	Legal Expenses	465	963	500	-	500
01-13-5-552	Service to Maintain Equipment	17,454	33,441	29,000	28,700	39,800
01-13-5-556	City Website	7,175	5,216	7,500	7,500	6,000
01-13-5-561	Fiber Optic Maintenance	34,048	33,774	33,800	33,800	33,800
	TOTAL CONTRACTUAL SERVICES	\$ 62,747	\$ 81,822	\$ 78,300	\$ 77,200	\$ 87,600
COMMODITIES						
01-13-6-601	Postage	\$ 52	\$ 146	\$ 100	\$ 100	\$ 100
01-13-6-606	Supplies	164	430	300	300	300
	TOTAL COMMODITIES	\$ 216	\$ 576	\$ 400	\$ 400	\$ 400
CAPITAL OUTLAY						
01-13-7-720	Equipment	\$ 1,979	\$ -	\$ 500	\$ 500	\$ 500
	TOTAL CAPITAL OUTLAY	\$ 1,979	\$ -	\$ 500	\$ 500	\$ 500
TOTAL INFORMATION TECHNOLOGY		\$ 204,137	\$ 243,198	\$ 262,200	\$ 259,900	\$ 288,100

Audit Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 22,700	\$ 21,200
REVENUES						
Taxes						
02-00-1-311	Property Taxes	\$ 31,715	\$ 31,659	\$ 32,400	\$ 32,300	\$ 33,100
TOTAL TAXES		\$ 31,715	\$ 31,659	\$ 32,400	\$ 32,300	\$ 33,100
INTEREST						
02-00-5-381	Interest Income	\$ 341	\$ 514	\$ 500	\$ 500	\$ 400
TOTAL INTEREST		\$ 341	\$ 514	\$ 500	\$ 500	\$ 400
TOTAL REVENUES		<u>\$ 32,056</u>	<u>\$ 32,173</u>	<u>\$ 32,900</u>	<u>\$ 32,800</u>	<u>\$ 33,500</u>
EXPENSES						
CONTRACTUAL SERVICES						
02-00-5-507	Municipal Audit	\$ 32,275	\$ 30,853	\$ 32,800	\$ 34,300	\$ 34,500
TOTAL CONTRACTUAL SERVICES		\$ 32,275	\$ 30,853	\$ 32,800	\$ 34,300	\$ 34,500
TOTAL AUDIT FUND EXPENSES		\$ 32,275	\$ 30,853	\$ 32,800	\$ 34,300	\$ 34,500
NET INCREASE (DECREASE)		\$ (219)	\$ 1,320	\$ 100	\$ (1,500)	\$ (1,000)
Ending Fund Balance					\$ 21,200	\$ 20,200

Police Protection Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 102,800	\$ 63,600
REVENUES						
Taxes						
03-00-1-311	Property Taxes-Police Operations	\$ 2,478,503	\$ 2,473,861	\$ 2,485,000	\$ 2,479,500	\$ 2,485,000
03-00-1-312	Property Taxes-Police Pension	1,408,018	1,342,311	1,211,200	1,208,500	1,366,000
03-00-1-314	Cannabis Excise	-	-	-	3,300	20,400
	TOTAL TAXES	\$ 3,886,521	\$ 3,816,172	\$ 3,696,200	\$ 3,691,300	\$ 3,871,400
FEES						
03-00-2-321	Police Fines	\$ 224,407	\$ 250,714	\$ 300,000	\$ 247,900	\$ 250,000
03-00-2-322	Adjudicated Fines	17,339	17,868	17,000	14,000	16,000
03-00-2-330	Video Gaming Licensing Fees	65,650	70,531	69,200	72,400	85,500
	TOTAL FEES	\$ 307,396	\$ 339,113	\$ 386,200	\$ 334,300	\$ 351,500
INTERGOVERNMENTAL						
03-00-4-344	PTI Reimbursement	\$ -	\$ 7,172	\$ -	\$ -	\$ 3,900
03-00-4-354	District 200 Reimbursement	60,400	102,894	118,600	118,600	125,000
03-00-4-448	Police Grant Revenue	18,988	23,149	25,700	18,300	25,700
	TOTAL INTERGOVERNMENTAL	\$ 79,388	\$ 133,215	\$ 144,300	\$ 136,900	\$ 154,600
OTHER REVENUE						
03-00-5-360	DARE Contributions	\$ 1,100	\$ 530	\$ 2,000	\$ 5,000	\$ 2,500
03-00-5-370	Wireless Alarm Fees	55,890	56,106	55,600	58,300	58,700
03-00-5-380	Miscellaneous Income	7,017	7,730	11,000	11,400	11,000
03-00-5-382	Extra Police Duty Charges	9,451	10,312	11,000	11,000	11,600
03-00-5-383	Workers' Comp Recapture	806	3,174	-	-	-
03-00-5-393	Drug Forfeiture Revenue	-	-	1,000	-	1,000
03-00-5-394	Explorer Revenue	-	109	2,500	2,100	2,500
03-00-5-395	Emergency 911 Revenue	16,376	4,980	-	-	-
03-00-5-396	DUI Fines	8,523	7,919	10,000	8,400	10,000
	TOTAL OTHER REVENUE	\$ 99,163	\$ 90,860	\$ 93,100	\$ 96,200	\$ 97,300
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 4,372,468	\$ 4,379,360	\$ 4,319,800	\$ 4,258,700	\$ 4,474,800
TRANSFERS (TO)/FROM OTHER FUNDS						
03-00-9-392	Transfer from General Corporate Fund	\$ 2,541,662	\$ 2,559,440	\$ 2,973,800	\$ 2,917,500	\$ 2,807,000
03-00-9-393	Transfer from Wireless Alarm Fund	100,000	100,000	100,000	100,000	100,000
03-00-9-888	Transfer to Police Pension Fund	(1,408,018)	(1,342,311)	(1,348,400)	(1,348,400)	(1,366,000)
03-00-9-889	Transfer to Employees Insurance Fund	(602,960)	(629,338)	(667,000)	(630,000)	(643,100)
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 630,684	\$ 687,791	\$ 1,058,400	\$ 1,039,100	\$ 897,900
TOTAL REVENUES (AFTER TRANSFERS)		\$ 5,003,152	\$ 5,067,151	\$ 5,378,200	\$ 5,297,800	\$ 5,372,700

Police Protection Fund (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
EXPENSES						
SALARIES						
03-00-3-406	Office Coordinator	\$ 56,439	\$ 57,574	\$ 58,600	\$ 58,600	\$ 60,400
03-00-3-407	Records/Communications/Evidence	229,926	190,107	228,600	215,100	243,100
03-00-3-418	Maintenance Personnel	50,725	12,517	16,700	12,500	16,700
03-00-3-421	Police Chief	125,499	130,555	135,900	135,800	142,000
03-00-3-423	Supervisory Officers	995,303	1,015,689	1,002,600	1,016,300	1,033,000
03-00-3-424	Police Officers	2,258,990	2,339,002	2,541,700	2,402,600	2,443,700
03-00-3-425	Community Service Officers	43,478	42,983	45,600	45,400	51,600
03-00-3-430	Crossing Guards	38,098	38,505	41,200	40,900	62,600
03-00-3-433	Extra Police Duty	8,701	10,619	11,000	11,000	11,600
03-00-3-445	Overtime Records Clerks	187	1,521	2,100	400	2,200
03-00-3-447	Overtime Officers	176,687	177,553	170,000	312,100	170,000
03-00-3-448	Overtime Grant Officers	15,147	22,627	25,700	18,300	25,700
03-00-3-451	Sick Leave Conversion	20,967	26,832	36,200	15,800	35,900
TOTAL SALARIES		\$ 4,020,147	\$ 4,066,084	\$ 4,315,900	\$ 4,284,800	\$ 4,298,500
PERSONAL SERVICES						
03-00-4-452	Travel & Training	\$ 28,462	\$ 21,714	\$ 22,000	\$ 30,100	\$ 28,900
03-00-4-453	Uniform Allowance	38,175	38,331	40,000	37,300	40,000
03-00-4-454	Dues & Subscriptions	2,092	3,127	3,100	3,100	4,800
03-00-4-455	Board of Fire & Police Commission	395	460	2,000	1,400	2,000
03-00-4-456	Unemployment Compensation	-	4,620	-	-	-
TOTAL PERSONAL SERVICES		\$ 69,124	\$ 68,252	\$ 67,100	\$ 71,900	\$ 75,700
CONTRACTUAL SERVICES						
03-00-5-501	Communications	\$ 19,984	\$ 19,768	\$ 20,000	\$ 19,500	\$ 20,000
03-00-5-502	Legal Expenses	71,565	70,276	87,500	63,400	75,000
03-00-5-543	Leases and Professional Services	3,586	2,930	4,500	9,100	4,500
03-00-5-545	Dispatch Services	647,620	654,138	691,000	659,600	700,700
03-00-5-550	Service to Maintain Building	17,952	42,323	36,500	42,200	36,500
03-00-5-552	Service to Maintain Equipment	14,186	11,959	16,000	16,400	21,300
03-00-5-553	Service to Maintain Vehicles	7,954	5,153	6,000	5,400	6,300
TOTAL CONTRACTUAL SERVICES		\$ 782,847	\$ 806,547	\$ 861,500	\$ 815,600	\$ 864,300
COMMODITIES						
03-00-6-601	Postage	\$ 1,096	\$ 1,261	\$ 1,500	\$ 1,500	\$ 1,500
03-00-6-602	Gasoline & Oil	58,456	58,728	70,000	62,000	70,000
03-00-6-603	Fuel-Heating	-	96	-	200	-
03-00-6-606	Supplies	19,084	19,331	20,500	20,500	20,500
03-00-6-610	DARE	-	4,268	2,000	4,700	2,500
03-00-6-613	Water & Sewer	1,132	680	1,200	800	1,200
03-00-6-622	Material to Maintain Vehicles	17,367	22,824	18,000	18,000	18,000
TOTAL COMMODITIES		\$ 97,135	\$ 107,188	\$ 113,200	\$ 107,700	\$ 113,700
CAPITAL OUTLAY						
03-00-7-720	Equipment	\$ 7,898	\$ 9,808	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL CAPITAL OUTLAY		\$ 7,898	\$ 9,808	\$ 7,000	\$ 7,000	\$ 7,000

Police Protection Fund (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
OTHER CHARGES						
03-00-8-823	DUI Fines Expenditures	\$ -	\$ 2,497	\$ 43,000	\$ 50,000	\$ 1,300
03-00-8-829	Drug Forfeiture Expenditures	-	900	1,000	-	1,000
03-00-8-830	Explorer Expenditures	-	109	1,000	-	1,500
03-00-8-831	Emergency 911 Expenditures	8,385	-	-	-	-
	TOTAL OTHER CHARGES	\$ 8,385	\$ 3,506	\$ 45,000	\$ 50,000	\$ 3,800
TOTAL POLICE PROTECTION FUND EXPENSES		\$ 4,985,536	\$ 5,061,385	\$ 5,409,700	\$ 5,337,000	\$ 5,363,000
NET INCREASE (DECREASE)		\$ 17,616	\$ 5,766	\$ (31,500)	\$ (39,200)	\$ 9,700
Ending Fund Balance					\$ 63,600	\$ 73,300

Aquatic Center Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ -	\$ -
REVENUES						
SALES OF GOODS AND SERVICES						
04-00-3-326	Season Passes	\$ 97,213	\$ 91,812	\$ 90,000	\$ 86,700	\$ 90,000
04-00-3-328	Rentals/Groups	16,629	15,297	15,000	17,600	17,000
04-00-3-329	General Admission	104,476	115,050	110,000	120,600	115,000
04-00-3-332	Swimming Instructions	31,558	28,198	30,000	35,000	30,000
04-00-3-334	Aquatic Concession Lease	3,000	3,000	3,000	3,000	3,000
TOTAL SALES OF GOODS AND SERVICES		\$ 252,876	\$ 253,357	\$ 248,000	\$ 262,900	\$ 255,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 252,876	\$ 253,357	\$ 248,000	\$ 262,900	\$ 255,000
TRANSFERS (TO)/FROM OTHER FUNDS						
04-00-9-392	Transfer from General Corporate Fund	\$ 20,645	\$ 32,051	\$ 43,000	\$ 37,500	\$ 22,200
04-00-9-901	Transfer to Water & Sewer Fund	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ 11,645	\$ 23,051	\$ 34,000	\$ 28,500	\$ 13,200
TOTAL REVENUES (AFTER TRANSFERS)		\$ 264,521	\$ 276,408	\$ 282,000	\$ 291,400	\$ 268,200
EXPENSES						
SALARIES						
04-00-3-431	Maintenance	\$ 4,834	\$ 3,518	\$ 4,500	\$ 5,100	\$ 7,000
04-00-3-433	Management	14,908	14,006	16,000	18,700	21,000
04-00-3-435	Guards & Attendants	117,167	111,784	115,000	107,500	122,000
TOTAL SALARIES		\$ 136,909	\$ 129,308	\$ 135,500	\$ 131,300	\$ 150,000
PERSONAL SERVICES						
04-00-4-452	Training	\$ 6,063	\$ 7,129	\$ 7,000	\$ 8,600	\$ 10,300
04-00-4-453	Uniforms	3,709	4,016	4,000	3,400	4,000
TOTAL PERSONAL SERVICES		\$ 9,772	\$ 11,145	\$ 11,000	\$ 12,000	\$ 14,300
CONTRACTUAL SERVICES						
04-00-5-501	Communications	\$ 1,156	\$ 994	\$ 1,000	\$ 1,000	\$ 1,000
04-00-5-504	Professional Services	1,700	1,128	1,500	1,500	1,500
04-00-5-537	Printing Services	4,492	3,361	4,500	3,000	4,000
04-00-5-550	Service to Maintain Building	4,018	2,732	4,000	7,800	4,000
04-00-5-552	Service to Maintain Equipment	3,553	5,230	4,000	3,300	3,300
04-00-5-558	Service to Maintain Pool	300	1,509	1,000	800	1,000
TOTAL CONTRACTUAL SERVICES		\$ 15,219	\$ 14,954	\$ 16,000	\$ 17,400	\$ 14,800

Aquatic Center Fund-Continued

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
COMMODITIES						
04-00-6-601	Postage	\$ 1,249	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500
04-00-6-603	Fuel-Heating	19,072	13,702	17,000	17,000	15,000
04-00-6-604	Electric	25,586	28,290	28,000	24,000	25,000
04-00-6-606	Office/Janitorial Supplies	3,921	3,138	4,000	2,200	3,000
04-00-6-607	Chemicals	15,295	14,361	15,000	15,400	14,000
04-00-6-610	Safety Equipment	188	102	1,000	1,000	1,000
04-00-6-612	Program Supplies	2,103	2,556	3,000	3,000	3,000
04-00-6-620	Material to Maintain Building	1,279	1,770	3,000	1,500	1,600
04-00-6-621	Material to Maintain Equipment	2,683	2,978	3,000	2,200	3,000
04-00-6-622	Material to Maintain Pool	1,402	365	1,000	400	1,000
	TOTAL COMMODITIES	\$ 72,778	\$ 68,262	\$ 76,500	\$ 68,200	\$ 68,100
CAPITAL OUTLAY						
04-00-7-720	Pool Painting/Bathhouse Floor Repair	\$ 15,295	\$ 30,848	\$ 10,000	\$ 17,500	\$ 5,000
04-00-7-721	Aquatic Center Boiler Replacement/Repairs	6,770	16,346	28,000	39,000	10,000
04-00-7-723	Furniture, Fixture & Equipment	7,450	5,545	5,000	6,000	6,000
	TOTAL CAPITAL OUTLAY	\$ 29,515	\$ 52,739	\$ 43,000	\$ 62,500	\$ 21,000
TOTAL AQUATIC CENTER FUND EXPENSES		\$ 264,193	\$ 276,408	\$ 282,000	\$ 291,400	\$ 268,200
NET INCREASE (DECREASE)		\$ 328	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance					\$ -	\$ -

Recreation Center Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 88,600	\$ 98,000
REVENUES						
SALES OF GOODS AND SERVICES						
05-00-3-326	Monthly Memberships	\$ 373,895	\$ 380,100	\$ 377,500	\$ 365,000	\$ 350,000
05-00-3-327	Short-Term Memberships	31,969	29,865	30,000	27,000	28,000
05-00-3-328	Facility Rental	9,874	10,925	10,000	11,000	11,000
05-00-3-329	Miscellaneous Revenues	57,406	59,793	50,000	50,000	50,000
TOTAL SALES OF GOODS AND SERVICES		\$ 473,144	\$ 480,683	\$ 467,500	\$ 453,000	\$ 439,000
TOTAL REVENUES (BEFORE TRANSFERS)		<u>\$ 473,144</u>	<u>\$ 480,683</u>	<u>\$ 467,500</u>	<u>\$ 453,000</u>	<u>\$ 439,000</u>
TRANSFERS (TO)/FROM OTHER FUNDS						
05-00-9-401	Transfer to Debt Service Fund	\$ (64,850)	\$ (64,600)	\$ (66,200)	\$ (66,200)	\$ (65,800)
05-00-9-889	Transfer to Employee Insurance Fund	(9,949)	(9,780)	(10,800)	(10,500)	(11,400)
05-00-9-905	Transfer from General Fund	-	-	24,400	24,400	-
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ (74,799)	\$ (74,380)	\$ (52,600)	\$ (52,300)	\$ (77,200)
TOTAL REVENUES (AFTER TRANSFERS)		<u>\$ 398,345</u>	<u>\$ 406,303</u>	<u>\$ 414,900</u>	<u>\$ 400,700</u>	<u>\$ 361,800</u>
EXPENSES						
SALARIES						
05-00-3-405	Program Coordinator (50%)	\$ 29,567	\$ 31,283	\$ 31,300	\$ 32,000	\$ 32,500
05-00-3-430	Front Desk	77,194	84,271	106,400	93,300	110,000
05-00-3-431	Instructors/Personal Trainers	79,496	83,804	82,000	82,000	-
05-00-3-432	Play Room Attendants	27,939	28,065	41,000	31,000	36,000
TOTAL SALARIES		\$ 214,196	\$ 227,423	\$ 260,700	\$ 238,300	\$ 178,500
PERSONAL SERVICES						
05-00-4-452	Travel & Training	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
TOTAL PERSONAL SERVICES		\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
CONTRACTUAL SERVICES						
05-00-5-501	Communications	\$ 388	\$ 554	\$ 600	\$ 600	\$ 600
05-00-5-504	Professional Services	-	1,598	500	1,000	1,000
05-00-5-537	Printing Services	1,326	1,208	2,500	2,800	2,800
05-00-5-538	Advertising	1,870	1,844	2,500	4,000	4,000
05-00-5-550	Service to Maintain Building	28,736	33,121	32,000	32,000	32,000
05-00-5-552	Service to Maintain Equipment	16,883	16,405	16,500	16,500	16,500
05-00-5-558	Service to Maintain Pool	3,124	4,024	4,000	4,000	4,000
05-00-5-559	Instructors/Personal Trainers	-	-	-	-	83,000
TOTAL CONTRACTUAL SERVICES		\$ 52,327	\$ 58,754	\$ 58,600	\$ 60,900	\$ 143,900

Recreation Center Fund-Continued

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
COMMODITIES						
05-00-6-601	Postage	\$ 1,732	\$ 12	\$ 1,600	\$ 1,600	\$ 1,600
05-00-6-603	Fuel-Heating	6,811	11,220	10,000	10,000	10,000
05-00-6-604	Electric	20,684	33,718	28,000	28,000	28,000
05-00-6-606	Office/Janitorial Supplies	10,135	13,412	10,000	12,000	11,000
05-00-6-607	Pool Chemicals	6,831	6,492	7,000	7,000	7,000
05-00-6-610	Safety Equipment	831	37	500	500	500
05-00-6-612	Program Supplies	9,360	13,891	11,000	12,000	12,000
05-00-6-620	Material to Maintain Building	5,614	4,541	7,000	4,000	5,000
05-00-6-621	Material to Maintain Equipment	5,754	3,628	5,500	4,000	4,500
05-00-6-622	Material to Maintain Pool	2,071	3,759	4,500	2,000	3,000
	TOTAL COMMODITIES	\$ 69,823	\$ 90,710	\$ 85,100	\$ 81,100	\$ 82,600
CAPITAL OUTLAY						
05-00-7-720	Equipment	\$ 18,930	\$ 14,844	\$ 15,000	\$ 10,000	\$ 15,000
	TOTAL CAPITAL OUTLAY	\$ 18,930	\$ 14,844	\$ 15,000	\$ 10,000	\$ 15,000
TOTAL RECREATION CENTER FUND EXPENSES		\$ 355,276	\$ 391,731	\$ 420,400	\$ 391,300	\$ 421,000
NET INCREASE (DECREASE)		\$ 43,069	\$ 14,572	\$ (5,500)	\$ 9,400	\$ (59,200)
Ending Fund Balance					\$ 98,000	\$ 38,800

Parks Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ -	\$ -
REVENUES						
TAXES						
06-00-1-311	Property Taxes	\$ 299,218	\$ 298,652	\$ 300,000	\$ 299,300	\$ 300,000
	TOTAL TAXES	\$ 299,218	\$ 298,652	\$ 300,000	\$ 299,300	\$ 300,000
FEES						
06-00-2-360	Facility Rental	\$ 15,464	\$ 15,070	\$ 13,500	\$ 13,500	\$ 13,500
	TOTAL FEES	\$ 15,464	\$ 15,070	\$ 13,500	\$ 13,500	\$ 13,500
OTHER REVENUES						
06-00-5-380	Miscellaneous Revenues	\$ -	\$ 55	\$ 100	\$ -	\$ -
06-00-5-381	Snow Removal	12,751	12,697	13,100	15,600	16,000
	TOTAL OTHER REVENUE	\$ 12,751	\$ 12,752	\$ 13,200	\$ 15,600	\$ 16,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 327,433	\$ 326,474	\$ 326,700	\$ 328,400	\$ 329,500
TRANSFERS (TO)/FROM OTHER FUNDS						
06-00-9-392	Transfer From General Corporate Fund	\$ 678,856	\$ 759,534	\$ 1,000,100	\$ 914,500	\$ 937,400
06-00-9-889	Transfer to Employee Insurance Fund	(157,380)	(159,409)	(199,300)	(177,400)	(181,000)
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 521,476	\$ 600,125	\$ 800,800	\$ 737,100	\$ 756,400
TOTAL REVENUES (AFTER TRANSFERS)		\$ 848,909	\$ 926,599	\$ 1,127,500	\$ 1,065,500	\$ 1,085,900
EXPENSES						
SALARIES						
06-00-3-408	Parks & Facilities Superintendent	\$ 56,858	\$ 70,152	\$ 76,200	\$ 76,100	\$ 82,500
06-00-3-415	Maintenance	452,675	461,185	561,700	551,500	570,500
06-00-3-431	Extra Labor	28,491	21,168	29,000	27,500	30,000
06-00-3-445	Overtime	22,653	23,802	23,000	30,000	30,000
06-00-3-451	Sick Leave Conversion	3,927	2,500	4,800	2,600	4,900
	TOTAL SALARIES	\$ 564,604	\$ 578,807	\$ 694,700	\$ 687,700	\$ 717,900
PERSONAL SERVICES						
06-00-4-453	Uniforms	\$ 5,710	\$ 5,152	\$ 6,000	\$ 5,000	\$ 6,600
	TOTAL PERSONAL SERVICES	\$ 5,710	\$ 5,152	\$ 6,000	\$ 5,000	\$ 6,600
CONTRACTUAL SERVICES						
06-00-5-540	Electricity	\$ 13,416	\$ 10,018	\$ 13,000	\$ 13,000	\$ 13,000
06-00-5-543	Equipment Rental	3,760	9,673	5,000	4,000	4,000
06-00-5-551	Service to Maintain Grounds	59,526	89,145	90,000	90,000	90,000
06-00-5-553	Service to Maintain Equipment/Vehicles	3,121	4,198	5,000	18,000	6,000
06-00-5-557	Service to Maintain Lights	4,527	9,166	8,500	12,000	10,000
06-00-5-563	Tree Trimming & Removal	20,900	24,200	100,000	70,000	40,000
06-00-5-564	Mosquito Abatement	38,902	48,902	40,000	16,600	40,000
06-00-5-566	Preventive Tree Maintenance	-	3,976	5,000	4,000	5,000
	TOTAL CONTRACTUAL SERVICES	\$ 144,152	\$ 199,278	\$ 266,500	\$ 227,600	\$ 208,000

Parks Fund-Continued

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
COMMODITIES						
06-00-6-602	Gasoline & Oil	\$ 22,049	\$ 26,476	\$ 25,000	\$ 25,000	\$ 26,000
06-00-6-603	Fuel-Heating	4,907	5,624	4,000	3,000	4,000
06-00-6-605	Tools	2,839	4,286	3,000	3,300	3,500
06-00-6-606	Supplies	5,233	9,085	8,000	7,000	7,000
06-00-6-609	Landscape Materials	11,369	10,268	15,000	15,000	15,000
06-00-6-611	Recreation Supplies	4,378	4,857	9,800	7,500	5,000
06-00-6-613	Water and Sewer	952	12	500	300	400
06-00-6-616	Lumber	1,317	1,197	3,000	3,000	3,000
06-00-6-620	Material to Maintain Buildings	617	704	2,000	1,000	2,000
06-00-6-621	Material to Maintain Equipment	15,732	14,116	15,000	15,000	15,000
06-00-6-622	Material to Maintain Vehicles	7,486	7,804	10,000	4,000	7,500
06-00-6-623	Material to Maintain Grounds	50,947	46,297	50,000	47,000	50,000
06-00-6-635	Ice Control	5,716	7,587	6,000	5,000	6,000
	TOTAL COMMODITIES	\$ 133,542	\$ 138,313	\$ 151,300	\$ 136,100	\$ 144,400
CAPITAL OUTLAY						
06-00-7-720	Equipment	\$ 901	\$ 5,049	\$ 9,000	\$ 9,100	\$ 9,000
	TOTAL CAPITAL OUTLAY	\$ 901	\$ 5,049	\$ 9,000	\$ 9,100	\$ 9,000
TOTAL PARKS FUND EXPENSES		\$ 848,909	\$ 926,599	\$ 1,127,500	\$ 1,065,500	\$ 1,085,900
NET INCREASE (DECREASE)		\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance					\$ -	\$ -

Performing Arts Fund - Revenues

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ -	\$ -
REVENUES OPERA HOUSE						
TAXES						
07-00-1-311	Property Tax	\$ 159,586	\$ 159,285	\$ 160,000	\$ 159,700	\$ 160,000
	TOTAL TAXES	\$ 159,586	\$ 159,285	\$ 160,000	\$ 159,700	\$ 160,000
FEES						
07-00-2-330	Gifts and Donations	\$ 24,428	\$ 18,346	\$ 5,000	\$ 21,500	\$ 10,000
07-00-2-360	Facility Rental	77,472	80,189	80,000	75,000	90,000
07-00-2-365	Materials and Services	34,237	45,892	50,000	46,000	50,000
07-00-2-366	Program Revenues	52,806	87,362	110,000	112,000	110,000
07-00-2-367	Ticket Office Services	8,250	10,600	12,000	20,000	60,000
07-00-2-368	Credit Card Revenue	-	-	-	17,000	25,000
	TOTAL FEES	\$ 197,193	\$ 242,389	\$ 257,000	\$ 291,500	\$ 345,000
OTHER						
07-00-5-380	Miscellaneous Income	\$ 16,066	\$ 19,570	\$ 18,000	\$ 21,400	\$ 12,500
07-00-5-390	Concession Sales	-	-	-	-	75,000
	TOTAL OTHER REVENUES	\$ 16,066	\$ 19,570	\$ 18,000	\$ 21,400	\$ 87,500
TOTAL REVENUES OPERA HOUSE (BEFORE TRANSFERS)		\$ 372,845	\$ 421,244	\$ 435,000	\$ 472,600	\$ 592,500
TRANSFERS (TO)/FROM OTHER FUNDS						
07-00-9-392	Transfer From General Corporate Fund	\$ 388,753	\$ 288,269	\$ 320,000	\$ 301,700	\$ 320,900
07-00-9-393	Transfer From Hotel/Motel Tax Fund	30,000	30,000	40,000	40,000	40,000
07-00-9-889	Transfer To Employee Insurance Fund	(81,618)	(75,064)	(73,600)	(69,300)	(64,900)
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 337,135	\$ 243,205	\$ 286,400	\$ 272,400	\$ 296,000
TOTAL REVENUES OPERA HOUSE (AFTER TRANSFERS)		\$ 709,980	\$ 664,449	\$ 721,400	\$ 745,000	\$ 888,500
REVENUES CAFÉ						
SALES OF GOODS AND SERVICES						
07-13-2-330	Concessions	\$ 39,561	\$ 43,811	\$ 50,000	\$ 50,000	\$ -
07-13-2-360	Café Rental	8,856	13,878	14,000	10,000	-
07-13-2-365	Labor Reimbursement	351	128	200	-	-
07-13-2-380	Tip Donations	4,052	4,134	4,500	4,500	-
	TOTAL SALES OF GOODS AND SERVICES	\$ 52,820	\$ 61,951	\$ 68,700	\$ 64,500	\$ -
TOTAL REVENUES CAFÉ		\$ 52,820	\$ 61,951	\$ 68,700	\$ 64,500	\$ -
TOTAL REVENUES PERFORMING ARTS FUND (AFTER TRANSFERS)		\$ 762,800	\$ 726,400	\$ 790,100	\$ 809,500	\$ 888,500
EXPENSES						
07-11-x-xxx	Opera House	\$ 702,763	\$ 681,863	\$ 718,100	\$ 742,500	\$ 888,500
07-12-x-xxx	Municipal Band	20,657	26,835	35,500	29,400	-
07-13-x-xxx	Café	26,880	30,201	36,500	37,600	-
TOTAL PERFORMING ARTS FUND EXPENSES		\$ 750,300	\$ 738,899	\$ 790,100	\$ 809,500	\$ 888,500
NET INCREASE (DECREASE)		\$ 12,500	\$ (12,499)	\$ -	\$ -	\$ -
Ending Fund Balance					\$ -	\$ -

Performing Arts Fund-Expenses

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
OPERA HOUSE						
SALARIES						
07-11-3-402	Director	\$ 164,836	\$ 61,466	\$ 94,100	\$ 93,300	\$ -
07-11-3-403	Production Manager	66,424	68,447	70,200	70,200	-
07-11-3-404	Building Manager	87,151	89,065	37,200	38,800	-
07-11-3-407	Front of House Manager	66,722	57,241	60,400	60,200	-
07-11-3-413	Office Manager	18,280	18,824	19,600	19,400	-
07-11-3-425	Full-Time Staff	-	-	-	-	261,100
07-11-3-436	Marketing Assistant	31,660	31,893	26,000	23,700	-
07-11-3-437	Box Office Workers	22,341	24,075	33,800	41,000	-
07-11-3-439	Part-Time Staff	-	-	-	-	79,600
07-11-3-441	Facility and Event Workers	39,877	49,647	66,100	65,500	-
07-11-3-442	Limited Part-Time Staff	-	-	-	-	155,000
07-11-3-443	Seasonal Part-Time Staff	-	-	-	-	5,000
07-11-3-444	City Band Members	-	-	-	-	18,000
07-11-3-446	Production Assistant	38,281	39,520	40,200	25,000	-
07-11-3-447	Incentive Performance Pay Plan	-	-	25,000	12,500	25,000
07-11-3-445	Overtime	-	-	-	-	-
07-11-3-451	Sick Leave Conversion	4,784	2,048	1,100	1,100	2,500
	TOTAL SALARIES	\$ 540,356	\$ 442,226	\$ 473,700	\$ 450,700	\$ 546,200
PERSONAL SERVICES						
07-11-4-452	Travel & Training	\$ 126	\$ 865	\$ 4,500	\$ 4,000	\$ 4,500
07-11-4-453	Uniforms	-	-	-	-	2,000
07-11-4-454	Dues & Subscription	1,325	877	2,000	1,500	2,000
	TOTAL PERSONAL SERVICES	\$ 1,451	\$ 1,742	\$ 6,500	\$ 5,500	\$ 8,500
CONTRACTUAL SERVICES						
07-11-5-501	Communications	\$ 2,059	\$ 2,484	\$ 2,500	\$ 4,000	\$ 2,500
07-11-5-502	Professional Services	3,884	3,583	4,500	2,000	2,000
07-11-5-505	Credit Card Fees	-	-	-	12,600	18,500
07-11-5-510	Insurance & Licensing	-	-	-	-	6,000
07-11-5-515	Concerts in the Square Park	-	-	-	-	5,000
07-11-5-520	Ticketing Service Fees	-	-	-	-	23,000
07-11-5-525	Programming Fund	51,224	100,927	120,000	122,000	120,000
07-11-5-526	Programming Fund-Advertising	15,765	17,523	20,000	20,000	20,000
07-11-5-537	Printing Services	6,638	4,419	6,000	6,500	7,000
07-11-5-550	Service to Maintain Building	48,648	58,867	40,000	57,000	50,000
07-11-5-552	Service to Maintain Equipment	2,784	1,419	3,000	1,500	3,000
	TOTAL CONTRACTUAL SERVICES	\$ 131,002	\$ 189,222	\$ 196,000	\$ 225,600	\$ 257,000
COMMODITIES						
07-11-6-601	Postage	\$ 4,364	\$ 1,967	\$ 4,000	\$ 4,500	\$ 4,500
07-11-6-602	Gas & Oil	162	120	300	200	300
07-11-6-603	Fuel-Heating	10	335	-	700	-
07-11-6-606	Supplies	2,311	2,233	3,000	3,000	5,000
07-11-6-607	Receptions (Entertainment)	924	1,250	1,500	1,500	1,500
07-11-6-609	City Choir	-	-	-	-	4,500
07-11-6-611	Concession Supplies	-	-	-	-	30,000
07-11-6-613	Water and Sewer	1,152	1,295	1,300	1,700	1,700
07-11-6-620	Material to Maintain Building	7,478	7,050	8,000	7,000	7,500
07-11-6-621	Material to Maintain Equipment	1,072	1,695	1,500	1,500	1,500
07-11-6-622	Material to Maintain Vehicles	59	85	300	100	300
	TOTAL COMMODITIES	\$ 17,532	\$ 16,030	\$ 19,900	\$ 20,200	\$ 56,800

Performing Arts Fund-Expenses (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
CAPITAL OUTLAY						
07-11-7-701	Building	\$ 1,943	\$ 2,743	\$ 10,000	\$ 30,000	\$ 10,000
07-11-7-720	Equipment	10,479	29,900	12,000	10,500	10,000
	TOTAL CAPITAL OUTLAY	\$ 12,422	\$ 32,643	\$ 22,000	\$ 40,500	\$ 20,000
TOTAL OPERA HOUSE DEPARTMENT EXPENSES		\$ 702,763	\$ 681,863	\$ 718,100	\$ 742,500	\$ 888,500
MUNICIPAL BAND						
SALARIES						
07-12-3-437	Band Members	\$ 15,006	\$ 16,532	\$ 18,000	\$ 16,300	\$ -
	TOTAL SALARIES	\$ 15,006	\$ 16,532	\$ 18,000	\$ 16,300	\$ -
CONTRACTUAL SERVICES						
07-12-5-552	Service to Maintain Equipment	\$ -	\$ 758	\$ 1,000	\$ 500	\$ -
07-12-5-607	Other Concerts	3,200	3,650	10,000	6,400	-
	TOTAL CONTRACTUAL SERVICES	\$ 3,200	\$ 4,408	\$ 11,000	\$ 6,900	\$ -
COMMODITIES						
07-12-6-606	Supplies	\$ 2,451	\$ 1,495	\$ 2,000	\$ 1,700	\$ -
07-12-6-607	City Choir	-	4,400	4,500	4,500	-
	TOTAL COMMODITIES	\$ 2,451	\$ 5,895	\$ 6,500	\$ 6,200	\$ -
TOTAL MUNICIPAL BAND EXPENSES		\$ 20,657	\$ 26,835	\$ 35,500	\$ 29,400	\$ -
CAFÉ						
SALARIES						
07-13-3-441	Café Staff	\$ 9,528	\$ 9,444	\$ 14,000	\$ 14,000	\$ -
	TOTAL SALARIES	\$ 9,528	\$ 9,444	\$ 14,000	\$ 14,000	\$ -
CONTRACTUAL SERVICES						
07-13-5-504	Insurance & Licensing	\$ 1,480	\$ 2,349	\$ 2,500	\$ 2,400	\$ -
07-13-5-552	Service to Maintain Café	665	177	1,000	500	-
	TOTAL CONTRACTUAL SERVICES	\$ 2,145	\$ 2,526	\$ 3,500	\$ 2,900	\$ -
COMMODITIES						
07-13-6-606	Supplies	\$ 14,094	\$ 16,743	\$ 18,000	\$ 20,000	\$ -
	TOTAL COMMODITIES	\$ 14,094	\$ 16,743	\$ 18,000	\$ 20,000	\$ -
CAPITAL OUTLAY						
07-13-7-720	Equipment	\$ 1,113	\$ 1,488	\$ 1,000	\$ 700	\$ -
	TOTAL CAPITAL OUTLAY	\$ 1,113	\$ 1,488	\$ 1,000	\$ 700	\$ -
TOTAL CAFE EXPENSES		\$ 26,880	\$ 30,201	\$ 36,500	\$ 37,600	\$ -

Library Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 577,400	\$ 667,400
REVENUES						
TAXES						
08-00-1-311	Property Tax	\$ 1,141,013	\$ 1,268,510	\$ 1,313,400	\$ 1,310,500	\$ 1,357,300
08-00-1-312	Replacement Tax	11,000	11,000	11,000	11,000	11,000
	TOTAL TAXES	\$ 1,152,013	\$ 1,279,510	\$ 1,324,400	\$ 1,321,500	\$ 1,368,300
FEES						
08-00-2-330	Fines and Fees	\$ 65,729	\$ 60,546	\$ 65,000	\$ 55,000	\$ 60,000
08-00-2-331	Gifts & Donations	5,145	27,205	10,000	13,000	10,000
08-00-2-332	Grants	-	-	5,000	-	-
	TOTAL FEES	\$ 70,874	\$ 87,751	\$ 80,000	\$ 68,000	\$ 70,000
INTERGOVERNMENTAL						
08-00-4-346	Rural District Contract	\$ 397,412	\$ 398,648	\$ 420,000	\$ 428,700	\$ 428,600
08-00-4-347	Grants in Aid	19,232	30,963	31,900	31,900	31,900
08-00-4-348	N.I.C. Reserve Transfer	-	-	49,500	52,700	-
	TOTAL INTERGOVERNMENTAL	\$ 416,644	\$ 429,611	\$ 501,400	\$ 513,300	\$ 460,500
OTHER						
08-00-5-381	Interest Income	\$ 14,967	\$ 21,927	\$ 25,700	\$ 26,800	\$ 20,100
	TOTAL OTHER	\$ 14,967	\$ 21,927	\$ 25,700	\$ 26,800	\$ 20,100
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 1,654,498	\$ 1,818,799	\$ 1,931,500	\$ 1,929,600	\$ 1,918,900
TRANSFERS (TO)/FROM OTHER FUNDS						
08-00-9-885	Transfer to Library Building Fund	\$ (65,000)	\$ (40,000)	\$ (40,000)	\$ -	\$ (40,000)
08-00-9-889	Transfer to Employee Insurance Fund	(173,256)	(177,712)	(181,800)	(154,000)	(154,600)
08-00-9-893	Transfer to General Corp Fund	(11,000)	(11,000)	(2,200)	(2,200)	(11,000)
08-00-9-898	Transfer to Liability Insurance Fund	(25,000)	-	-	-	-
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ (274,256)	\$ (228,712)	\$ (224,000)	\$ (156,200)	\$ (205,600)
TOTAL REVENUES (AFTER TRANSFERS)		\$ 1,380,242	\$ 1,590,087	\$ 1,707,500	\$ 1,773,400	\$ 1,713,300
EXPENSES						
SALARIES						
08-00-3-406	Full Time Staff	\$ 650,095	\$ 664,051	\$ 797,300	\$ 751,300	\$ 785,700
08-00-3-407	Part Time Staff	202,970	207,148	163,100	183,200	204,900
08-00-3-436	Limited Part Time Staff	45,152	49,144	54,100	63,300	49,800
08-00-3-451	Sick Leave Conversion	413	508	1,200	700	700
	TOTAL SALARIES	\$ 898,630	\$ 920,851	\$ 1,015,700	\$ 998,500	\$ 1,041,100
PERSONAL SERVICES						
08-00-4-452	Travel & Training	\$ 2,293	\$ 3,227	\$ 6,000	\$ 6,000	\$ 6,000
08-00-4-457	IMRF	115,417	106,229	101,900	106,200	124,900
08-00-4-458	Social Security	56,751	55,725	60,200	59,200	61,100
08-00-4-459	Medicare	13,272	13,033	14,100	13,900	14,300
	TOTAL PERSONAL SERVICES	\$ 187,733	\$ 178,214	\$ 182,200	\$ 185,300	\$ 206,300

Library Fund (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
CONTRACTUAL SERVICES						
08-00-5-501	Communications	\$ 7,118	\$ 4,447	\$ 6,000	\$ 4,500	\$ 5,000
08-00-5-502	Legal Services	-	88	500	300	500
08-00-5-517	Electronic Access	105,058	112,250	115,000	125,300	120,000
08-00-5-518	Professional Services	1,415	54,119	45,000	46,500	53,000
08-00-5-536	Outreach	2,823	5,782	7,000	9,300	9,000
08-00-5-540	Utilities	-	1,433	1,600	1,500	1,600
08-00-5-543	Equipment Rental	1,469	727	1,100	500	500
08-00-5-544	Insurance Premiums	-	84,343	75,800	75,800	68,900
08-00-5-552	Service to Maintain Equipment	6,541	10,128	8,000	5,000	6,000
TOTAL CONTRACTUAL SERVICES		\$ 124,424	\$ 273,317	\$ 260,000	\$ 268,700	\$ 264,500
COMMODITIES						
08-00-6-601	Postage	\$ 3,313	\$ 3,731	\$ 3,500	\$ 3,900	\$ 4,000
08-00-6-606	Supplies	40,114	41,271	38,000	38,000	39,000
TOTAL COMMODITIES		\$ 43,427	\$ 45,002	\$ 41,500	\$ 41,900	\$ 43,000
CAPITAL OUTLAY						
08-00-7-740	Books & Other Library Material	\$ 171,245	\$ 199,563	\$ 180,000	\$ 180,000	\$ 180,000
08-00-7-741	Electronic Format	7,879	39	-	-	-
TOTAL CAPITAL OUTLAY		\$ 179,124	\$ 199,602	\$ 180,000	\$ 180,000	\$ 180,000
OTHER						
08-00-8-812	Library Programs	\$ 10,474	\$ 10,827	\$ 10,100	\$ 9,000	\$ 10,100
TOTAL OTHER		\$ 10,474	\$ 10,827	\$ 10,100	\$ 9,000	\$ 10,100
TOTAL LIBRARY FUND EXPENSES		\$ 1,443,812	\$ 1,627,813	\$ 1,689,500	\$ 1,683,400	\$ 1,745,000
NET INCREASE (DECREASE)		\$ (63,570)	\$ (37,726)	\$ 18,000	\$ 90,000	\$ (31,700)
Ending Fund Balance					\$ 667,400	\$ 635,700

Library Building Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 11,100	\$ (167,500)
REVENUES						
TAXES						
09-00-1-311	Property Tax	\$ 36,932	\$ 999	\$ 1,000	\$ 1,000	\$ 1,000
	TOTAL TAXES	\$ 36,932	\$ 999	\$ 1,000	\$ 1,000	\$ 1,000
FEES						
09-00-2-383	Developer Donations	\$ 49,598	\$ 29,851	\$ 30,000	\$ 9,000	\$ 10,000
	TOTAL FEES	\$ 49,598	\$ 29,851	\$ 30,000	\$ 9,000	\$ 10,000
OTHER						
09-00-5-381	Interest Income	\$ 1,479	\$ 907	\$ 1,100	\$ 100	\$ -
09-00-5-384	Energy Efficiency Grant	3,817	-	-	-	-
	TOTAL OTHER	\$ 5,296	\$ 907	\$ 1,100	\$ 100	\$ -
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 91,826	\$ 31,757	\$ 32,100	\$ 10,100	\$ 11,000
TRANSFERS (TO)/FROM OTHER FUNDS						
09-00-9-785	Transfer from Library Fund	\$ 65,000	\$ 40,000	\$ 40,000	\$ -	\$ 40,000
09-00-9-890	Transfer to Library Debt Service	(44,173)	(42,584)	(47,100)	(46,900)	-
09-00-9-891	Transfer from General Fund	-	-	312,000	312,000	312,000
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 20,827	\$ (2,584)	\$ 304,900	\$ 265,100	\$ 352,000
TOTAL REVENUES (AFTER TRANSFERS)		\$ 112,653	\$ 29,173	\$ 337,000	\$ 275,200	\$ 363,000
EXPENSES						
SALARIES						
09-00-3-415	Custodial Staff	\$ 17,209	\$ -	\$ -	\$ -	\$ -
	TOTAL SALARIES	\$ 17,209	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL SERVICES						
09-00-5-503	Cleaning Services	\$ 19,490	\$ -	\$ -	\$ -	\$ -
09-00-5-504	Professional Services	99	-	-	-	-
09-00-5-530	Water & Sewer	1,106	-	-	-	-
09-00-5-550	Service to Maintain Building & Grounds	27,259	2,015	-	-	-
	TOTAL CONTRACTUAL SERVICES	\$ 47,954	\$ 2,015	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
09-00-7-701	Building & Grounds	\$ 5,696	\$ 105,577	\$ 226,000	\$ 395,500	\$ 300,000
09-00-7-720	Furniture & Equipment	26,667	27,889	105,000	55,000	70,000
09-00-7-726	Landscaping	-	650	1,500	3,300	1,000
	TOTAL CAPITAL OUTLAY	\$ 32,363	\$ 134,116	\$ 332,500	\$ 453,800	\$ 371,000
TOTAL LIBRARY BUILDING FUND EXPENSES		\$ 97,526	\$ 136,131	\$ 332,500	\$ 453,800	\$ 371,000
NET INCREASE (DECREASE)		\$ 15,127	\$ (106,958)	\$ 4,500	\$ (178,600)	\$ (8,000)
Ending Fund Balance					\$ (167,500)	\$ (175,500)

Social Security Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 149,400	\$ 494,500
REVENUES						
TAXES						
10-00-1-311	Property Taxes	\$ 348,092	\$ 239,223	\$ 258,200	\$ 257,600	\$ 326,700
TOTAL TAXES		\$ 348,092	\$ 239,223	\$ 258,200	\$ 257,600	\$ 326,700
OTHER						
10-00-5-381	Interest Income	\$ 5,753	\$ 5,612	\$ 7,800	\$ 7,800	\$ 5,800
TOTAL OTHER		\$ 5,753	\$ 5,612	\$ 7,800	\$ 7,800	\$ 5,800
TOTAL REVENUES (BEFORE TRANSFERS)		<u>\$ 353,845</u>	<u>\$ 244,835</u>	<u>\$ 266,000</u>	<u>\$ 265,400</u>	<u>\$ 332,500</u>
TRANSFERS (TO)/FROM OTHER FUNDS						
10-00-9-301	Transfer from General Fund	\$ -	\$ -	\$ 5,000	\$ 535,900	\$ -
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ -	\$ -	\$ 5,000	\$ 535,900	\$ -
TOTAL REVENUES (AFTER TRANSFERS)		<u>\$ 353,845</u>	<u>\$ 244,835</u>	<u>\$ 271,000</u>	<u>\$ 801,300</u>	<u>\$ 332,500</u>
EXPENSES						
PERSONAL SERVICES						
10-00-4-458	Social Security	\$ 304,945	\$ 308,643	\$ 338,000	\$ 321,800	\$ 347,600
10-00-4-459	Medicare	122,460	124,391	135,200	130,600	137,300
TOTAL PERSONAL SERVICES		\$ 427,405	\$ 433,034	\$ 473,200	\$ 452,400	\$ 484,900
CONTRACTUAL SERVICES						
10-00-5-501	Flex Plan Administration	\$ 3,921	\$ 3,942	\$ 4,200	\$ 3,800	\$ 4,000
TOTAL CONTRACTUAL SERVICES		\$ 3,921	\$ 3,942	\$ 4,200	\$ 3,800	\$ 4,000
TOTAL SOCIAL SECURITY FUND EXPENSES		\$ 431,326	\$ 436,976	\$ 477,400	\$ 456,200	\$ 488,900
NET INCREASE (DECREASE)		\$ (77,481)	\$ (192,141)	\$ (206,400)	\$ 345,100	\$ (156,400)
Ending Fund Balance					\$ 494,500	\$ 338,100

IMRF Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 425,300	\$ 795,000
REVENUES						
TAXES						
11-00-1-311	Property Taxes	\$ 253,337	\$ 442,208	\$ 426,300	\$ 425,400	\$ 358,200
	TOTAL TAXES	\$ 253,337	\$ 442,208	\$ 426,300	\$ 425,400	\$ 358,200
OTHER						
11-00-5-381	Interest Income	\$ 7,714	\$ 8,359	\$ 11,000	\$ 12,800	\$ 9,400
	TOTAL OTHER	\$ 7,714	\$ 8,359	\$ 11,000	\$ 12,800	\$ 9,400
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 261,051	\$ 450,567	\$ 437,300	\$ 438,200	\$ 367,600
TRANSFERS (TO)/FROM OTHER FUNDS						
11-00-9-301	Transfer from General Fund	\$ -	\$ -	\$ -	\$ 493,600	\$ -
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ -	\$ -	\$ -	\$ 493,600	\$ -
TOTAL REVENUES (AFTER TRANSFERS)		\$ 261,051	\$ 450,567	\$ 437,300	\$ 931,800	\$ 367,600
EXPENSES						
PERSONAL SERVICES						
11-00-4-457	IMRF	\$ 642,220	\$ 564,762	\$ 559,200	\$ 562,100	\$ 694,600
	TOTAL PERSONAL SERVICES	\$ 642,220	\$ 564,762	\$ 559,200	\$ 562,100	\$ 694,600
TOTAL IMRF FUND EXPENSES		\$ 642,220	\$ 564,762	\$ 559,200	\$ 562,100	\$ 694,600
NET INCREASE (DECREASE)		\$ (381,169)	\$ (114,195)	\$ (121,900)	\$ 369,700	\$ (327,000)
Ending Fund Balance					\$ 795,000	\$ 468,000

Motor Fuel Tax Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 29,500	\$ 274,800
REVENUES						
TAXES						
12-00-1-315	MFT Allotment	\$ 682,400	\$ 678,242	\$ 679,900	\$ 912,600	\$ 1,065,000
TOTAL TAXES		\$ 682,400	\$ 678,242	\$ 679,900	\$ 912,600	\$ 1,065,000
OTHER						
12-00-5-381	Interest Income	\$ 1,485	\$ 2,007	\$ 2,700	\$ 6,300	\$ 4,600
TOTAL OTHER		\$ 1,485	\$ 2,007	\$ 2,700	\$ 6,300	\$ 4,600
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 683,885	\$ 680,249	\$ 682,600	\$ 918,900	\$ 1,069,600
TRANSFERS (TO)/FROM OTHER FUNDS						
12-00-9-391	Transfer from General Corp Fund	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -
TOTAL REVENUES (AFTER TRANSFERS)		\$ 693,885	\$ 690,249	\$ 692,600	\$ 918,900	\$ 1,069,600
EXPENSES						
CONTRACTUAL SERVICES						
12-00-5-559	Service to Maintain Traffic Controls	\$ 18,197	\$ 29,583	\$ 25,000	\$ 25,300	\$ 26,000
12-00-5-564	Street Lighting	268,325	206,081	260,000	200,000	222,000
12-00-5-575	Crack Sealing	100,000	90,000	90,000	69,900	80,000
12-00-5-580	Pavement Marking	74,961	74,936	78,000	58,400	90,000
12-00-5-588	Equipment Rental	97,341	123,082	100,000	90,000	100,000
12-00-5-589	Service to Maintain Pavements	-	-	-	-	46,000
TOTAL CONTRACTUAL SERVICES		\$ 558,824	\$ 523,682	\$ 553,000	\$ 443,600	\$ 564,000
COMMODITIES						
12-00-6-572	Ice Control Material	\$ 148,488	\$ 234,377	\$ 230,000	\$ 230,000	\$ 260,000
12-00-6-573	Materials to Maintain Pavements	-	-	-	-	65,000
TOTAL COMMODITIES		\$ 148,488	\$ 234,377	\$ 230,000	\$ 230,000	\$ 325,000
CAPITAL OUTLAY						
12-00-7-721	Sidewalk Replacement	\$ -	\$ -	\$ -	\$ -	\$ 35,000
12-00-7-722	Skip Patching	-	-	-	-	51,000
12-00-7-723	Salt Storage Building	-	-	-	-	60,000
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ -	\$ -	\$ 146,000
TOTAL MFT FUND EXPENSES		\$ 707,312	\$ 758,059	\$ 783,000	\$ 673,600	\$ 1,035,000
NET INCREASE (DECREASE)		\$ (13,427)	\$ (67,810)	\$ (90,400)	\$ 245,300	\$ 34,600
Ending Fund Balance					\$ 274,800	\$ 309,400

Park Development Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 411,600	\$ 394,700
REVENUES						
FEES						
13-00-2-383	Developer Donations	\$ 182,046	\$ 278,444	\$ 115,000	\$ 47,000	\$ 45,000
TOTAL FEES		\$ 182,046	\$ 278,444	\$ 115,000	\$ 47,000	\$ 45,000
OTHER						
13-00-5-381	Interest Income	\$ 2,423	\$ 7,120	\$ 8,500	\$ 10,200	\$ 7,500
TOTAL OTHER		\$ 2,423	\$ 7,120	\$ 8,500	\$ 10,200	\$ 7,500
TOTAL REVENUES (BEFORE TRANSFERS)		<u>\$ 184,469</u>	<u>\$ 285,564</u>	<u>\$ 123,500</u>	<u>\$ 57,200</u>	<u>\$ 52,500</u>
TRANSFERS (TO)/FROM OTHER FUNDS						
13-00-9-888	Transfer to General Corporate CIP Fund	\$ (20,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (20,000)
13-00-9-889	Transfer to Debt Service Fund	(43,600)	(43,100)	(44,100)	(44,100)	(43,800)
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ (63,600)	\$ (73,100)	\$ (74,100)	\$ (74,100)	\$ (63,800)
TOTAL REVENUES (AFTER TRANSFERS)		<u>\$ 120,869</u>	<u>\$ 212,464</u>	<u>\$ 49,400</u>	<u>\$ (16,900)</u>	<u>\$ (11,300)</u>
EXPENSES						
TOTAL PARK DEVELOPMENT FUND EXPENSES		\$ -	\$ -	\$ -	\$ -	\$ -
NET INCREASE (DECREASE)		\$ 120,869	\$ 212,464	\$ 49,400	\$ (16,900)	\$ (11,300)
Ending Fund Balance					\$ 394,700	\$ 383,400

Administrative Adjudication Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ -	\$ -
REVENUES						
FEES						
14-00-3-321	Administrative Adjudication Fees	\$ 7,650	\$ 6,712	\$ 7,000	\$ 4,000	\$ 6,500
14-00-3-325	Processing Fees	14,765	11,711	11,000	9,400	11,000
	TOTAL FEES	\$ 22,415	\$ 18,423	\$ 18,000	\$ 13,400	\$ 17,500
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 22,415	\$ 18,423	\$ 18,000	\$ 13,400	\$ 17,500
TRANSFERS (TO)/FROM OTHER FUNDS						
14-00-9-396	Transfer from General Corp Fund	\$ 3,528	\$ 6,035	\$ 10,200	\$ 8,200	\$ 8,100
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 3,528	\$ 6,035	\$ 10,200	\$ 8,200	\$ 8,100
TOTAL REVENUES (AFTER TRANSFERS)		\$ 25,943	\$ 24,458	\$ 28,200	\$ 21,600	\$ 25,600
EXPENSES						
SALARIES						
14-00-3-431	Administrative Clerk	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500
	TOTAL SALARIES	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500
PERSONAL SERVICES						
14-00-4-450	Administrative Judge	\$ 7,178	\$ 8,881	\$ 8,000	\$ 10,000	\$ 10,000
	TOTAL PERSONAL SERVICES	\$ 7,178	\$ 8,881	\$ 8,000	\$ 10,000	\$ 10,000
CONTRACTUAL SERVICES						
14-00-5-502	Legal Services	\$ 13,213	\$ 10,019	\$ 14,500	\$ 6,000	\$ 10,000
	TOTAL CONTRACTUAL SERVICES	\$ 13,213	\$ 10,019	\$ 14,500	\$ 6,000	\$ 10,000
COMMODITIES						
14-00-6-601	Postage	\$ 52	\$ 57	\$ 100	\$ 100	\$ 100
14-00-6-606	Supplies	-	-	100	-	-
	TOTAL COMMODITIES	\$ 52	\$ 57	\$ 200	\$ 100	\$ 100
TOTAL AMINISTRATIVE ADJUDICATION FUND EXPENSES		\$ 25,943	\$ 24,457	\$ 28,200	\$ 21,600	\$ 25,600
NET INCREASE (DECREASE)		\$ -	\$ 1	\$ -	\$ -	\$ -
Ending Fund Balance					\$ -	\$ -

Wireless Alarm Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 413,400	\$ 448,400
REVENUES						
CHARGES FOR SERVICES						
15-00-3-301	Alarm Charges	\$ 278,430	\$ 282,397	\$ 283,000	\$ 293,300	\$ 298,000
15-00-3-330	Late Payment Fees	495	1,503	1,500	1,900	1,200
15-00-3-350	New Alarm Connection Fees	420	420	500	500	500
	TOTAL FEES	\$ 279,345	\$ 284,320	\$ 285,000	\$ 295,700	\$ 299,700
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 279,345	\$ 284,320	\$ 285,000	\$ 295,700	\$ 299,700
TRANSFERS (TO)/FROM OTHER FUNDS						
15-00-9-893	Transfer to Police Protection Fund	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ (100,000)				
TOTAL REVENUES (AFTER TRANSFERS)		\$ 179,345	\$ 184,320	\$ 185,000	\$ 195,700	\$ 199,700
EXPENSES						
SALARIES						
15-00-3-407	Administrative Assistance	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
	TOTAL SALARIES	\$ 12,500				
CONTRACTUAL SERVICES						
15-00-5-501	Communications	\$ 1,928	\$ 2,329	\$ 2,400	\$ 2,300	\$ 2,300
15-00-5-502	Legal Services	-	-	100	-	300
15-00-5-512	WFRD Administrative Fees	53,946	54,702	54,500	56,400	56,700
15-00-5-522	WPD Monitoring Fees	55,890	56,106	55,600	58,300	58,700
15-00-5-550	Service to Maintain Equipment	21,775	25,925	24,000	24,000	24,000
	TOTAL CONTRACTUAL SERVICES	\$ 133,539	\$ 139,062	\$ 136,600	\$ 141,000	\$ 142,000
COMMODITIES						
15-00-6-601	Postage	\$ 1,340	\$ 856	\$ 1,400	\$ 1,400	\$ 1,400
15-00-6-606	Supplies	104	22	100	100	100
	TOTAL COMMODITIES	\$ 1,444	\$ 878	\$ 1,500	\$ 1,500	\$ 1,500
CAPITAL OUTLAY						
15-00-7-720	Equipment	\$ 5,653	\$ 7,203	\$ 25,000	\$ 5,700	\$ 20,000
	TOTAL CAPITAL OUTLAY	\$ 5,653	\$ 7,203	\$ 25,000	\$ 5,700	\$ 20,000
TOTAL WIRELESS ALARM FUND EXPENSES		\$ 153,136	\$ 159,643	\$ 175,600	\$ 160,700	\$ 176,000
NET INCREASE (DECREASE)		\$ 26,209	\$ 24,677	\$ 9,400	\$ 35,000	\$ 23,700
Ending Fund Balance					\$ 448,400	\$ 472,100

Special Recreation Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 70,900	\$ 78,100
REVENUES						
TAXES						
16-00-1-311	Property Taxes	\$ 155,099	\$ 154,805	\$ 155,500	\$ 155,200	\$ 150,000
	TOTAL TAXES	\$ 155,099	\$ 154,805	\$ 155,500	\$ 155,200	\$ 150,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 155,099	\$ 154,805	\$ 155,500	\$ 155,200	\$ 150,000
TRANSFERS (TO)/FROM OTHER FUNDS						
16-00-9-401	Transfer to General Corp Fund	\$ (18,000)	\$ (18,000)	\$ (18,000)	\$ (18,000)	\$ (18,000)
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ (18,000)	\$ (18,000)	\$ (18,000)	\$ (18,000)	\$ (18,000)
TOTAL REVENUES (AFTER TRANSFERS)		\$ 137,099	\$ 136,805	\$ 137,500	\$ 137,200	\$ 132,000
EXPENSES						
PERSONAL SERVICES						
16-00-4-452	Administration & Training	\$ 6,367	\$ 6,394	\$ 7,000	\$ 6,000	\$ 7,000
	TOTAL PERSONAL SERVICES	\$ 6,367	\$ 6,394	\$ 7,000	\$ 6,000	\$ 7,000
CONTRACTUAL SERVICES						
16-00-5-536	Rec Supplement to Newsletter	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
16-00-5-544	Building Rental	6,000	6,000	6,000	6,000	6,000
	TOTAL CONTRACTUAL SERVICES	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
CAPITAL OUTLAY						
16-00-7-720	Equipment	\$ 29,935	\$ 15,668	\$ 15,000	\$ 15,000	\$ 15,000
	TOTAL CAPITAL OUTLAY	\$ 29,935	\$ 15,668	\$ 15,000	\$ 15,000	\$ 15,000
OTHER						
16-00-8-870	NISRA Contract	\$ 96,875	\$ 96,875	\$ 98,000	\$ 97,000	\$ 98,000
	TOTAL OTHER	\$ 96,875	\$ 96,875	\$ 98,000	\$ 97,000	\$ 98,000
TOTAL SPECIAL RECREATION FUND EXPENSES		\$ 145,177	\$ 130,937	\$ 132,000	\$ 130,000	\$ 132,000
NET INCREASE (DECREASE)		\$ (8,078)	\$ 5,868	\$ 5,500	\$ 7,200	\$ -
Ending Fund Balance					\$ 78,100	\$ 78,100

Liability Insurance Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 1,771,400	\$ 1,848,800
REVENUES						
TAXES						
21-00-1-311	Property Tax	\$ 552,057	\$ 484,317	\$ 430,000	\$ 429,000	\$ 355,000
	TOTAL TAXES	\$ 552,057	\$ 484,317	\$ 430,000	\$ 429,000	\$ 355,000
OTHER						
21-00-5-381	Interest Income	\$ 20,417	\$ 33,065	\$ 38,500	\$ 40,600	\$ 29,700
	TOTAL OTHER	\$ 20,417	\$ 33,065	\$ 38,500	\$ 40,600	\$ 29,700
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 572,474	\$ 517,382	\$ 468,500	\$ 469,600	\$ 384,700
TRANSFERS (TO)/FROM OTHER FUNDS						
21-00-9-308	Transfer from Library Fund	\$ 25,000	\$ -	\$ -	\$ -	\$ -
21-00-9-360	Transfer from Water/Sewer Fund	100,000	-	-	-	-
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 125,000	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES (AFTER TRANSFERS)		\$ 697,474	\$ 517,382	\$ 468,500	\$ 469,600	\$ 384,700
EXPENSES						
PERSONAL SERVICES						
21-00-4-456	Unemployment Compensation	\$ 28,924	\$ -	\$ -	\$ -	\$ -
	TOTAL PERSONAL SERVICES	\$ 28,924	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL SERVICES						
21-00-5-531	Insurance Premiums	\$ 154,814	\$ 447,639	\$ 413,800	\$ 392,200	\$ 376,300
21-00-5-532	Workers' Compensation Premiums	501,788	15	-	-	-
21-00-5-533	Deductible Expenses	-	499	5,000	-	5,000
	TOTAL CONTRACTUAL SERVICES	\$ 656,602	\$ 448,153	\$ 418,800	\$ 392,200	\$ 381,300
TOTAL LIABILITY INSURANCE FUND EXPENSES		\$ 685,526	\$ 448,153	\$ 418,800	\$ 392,200	\$ 381,300
NET INCREASE (DECREASE)		\$ 11,948	\$ 69,229	\$ 49,700	\$ 77,400	\$ 3,400
Ending Fund Balance					\$ 1,848,800	\$ 1,852,200

Paratransit Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ -	\$ -
REVENUES						
INTERGOVERNMENTAL						
26-00-4-352	Pace Advertising Revenue	\$ 2,089	\$ 1,372	\$ 2,100	\$ 1,400	\$ 1,400
TOTAL INTERGOVERNMENTAL		\$ 2,089	\$ 1,372	\$ 2,100	\$ 1,400	\$ 1,400
TOTAL REVENUES (BEFORE TRANSFERS)		<u>\$ 2,089</u>	<u>\$ 1,372</u>	<u>\$ 2,100</u>	<u>\$ 1,400</u>	<u>\$ 1,400</u>
TRANSFERS (TO)/FROM OTHER FUNDS						
26-00-9-392	Transfer from General Corporate Fund	\$ 29,538	\$ 28,765	\$ 29,600	\$ 29,600	\$ 30,300
TOTAL TRANSFERS (TO)FROM OTHER FUNDS		\$ 29,538	\$ 28,765	\$ 29,600	\$ 29,600	\$ 30,300
TOTAL REVENUES (AFTER TRANSFERS)		<u>\$ 31,627</u>	<u>\$ 30,137</u>	<u>\$ 31,700</u>	<u>\$ 31,000</u>	<u>\$ 31,700</u>
EXPENSES						
CONTRACTUAL SERVICES						
26-00-5-503	Supplemental Payment	\$ 31,627	\$ 30,137	\$ 31,700	\$ 31,000	\$ 31,700
TOTAL CONTRACTUAL SERVICES		\$ 31,627	\$ 30,137	\$ 31,700	\$ 31,000	\$ 31,700
TOTAL PARATRANSIT FUND EXPENSES		<u>\$ 31,627</u>	<u>\$ 30,137</u>	<u>\$ 31,700</u>	<u>\$ 31,000</u>	<u>\$ 31,700</u>
NET INCREASE (DECREASE)		\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance					\$ -	\$ -

Debt Service Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ -	\$ -
REVENUES						
TAXES						
30-00-1-311	Property Tax	\$ 337,468	\$ 332,551	\$ 329,600	\$ 328,900	\$ -
	TOTAL TAXES	\$ 337,468	\$ 332,551	\$ 329,600	\$ 328,900	\$ -
OTHER						
30-00-5-380	Opera House Surcharge	\$ 79,517	\$ 85,287	\$ 75,000	\$ 80,000	\$ 80,000
30-00-5-381	Interest Income	1,069	2,054	2,200	1,300	-
	TOTAL OTHER	\$ 80,586	\$ 87,341	\$ 77,200	\$ 81,300	\$ 80,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 418,054	\$ 419,892	\$ 406,800	\$ 410,200	\$ 80,000
TRANSFERS (TO)/FROM OTHER FUNDS						
30-00-9-390	Transfer from General Corporate Fund	\$ 148,049	\$ 145,161	\$ 153,400	\$ 149,000	\$ 260,800
30-00-9-391	Transfer from General Corporate - CIP Fund	535,100	538,600	534,100	534,100	383,900
30-00-9-392	Transfer from Recreation Center Fund	64,850	64,600	66,200	66,200	65,800
30-00-9-393	Transfer from Park Development Fund	43,600	43,100	44,100	44,100	43,800
30-00-9-394	Transfer from Environmental Management Fund	202,600	199,300	199,300	199,300	195,700
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 994,199	\$ 990,761	\$ 997,100	\$ 992,700	\$ 950,000
TOTAL REVENUES (AFTER TRANSFERS)		\$ 1,412,253	\$ 1,410,653	\$ 1,403,900	\$ 1,402,900	\$ 1,030,000
EXPENSES						
CONTRACTUAL SERVICES						
30-00-5-516	Agent Expenses	\$ 1,219	\$ 1,219	\$ 1,200	\$ 1,200	\$ 800
	TOTAL CONTRACTUAL SERVICES	\$ 1,219	\$ 1,219	\$ 1,200	\$ 1,200	\$ 800
INTEREST EXPENSE						
30-00-8-933	Aquatic Center GO-2013A	\$ 28,350	\$ 19,050	\$ 9,600	\$ 9,600	\$ -
30-00-8-934	Aquatic Center AR-2010A	4,708	3,608	2,400	2,400	1,100
30-00-8-935	Police Facility AR-2013B	28,650	19,350	9,800	9,800	-
30-00-8-936	Opera House AR-2010A	14,426	11,025	7,400	7,400	3,300
30-00-8-937	Recreation Center AR-2003/2014	22,200	19,200	17,000	17,000	14,100
30-00-8-938	Lake Avenue AR-2005B/2014	11,600	10,800	9,000	9,000	7,900
30-00-8-939	McConnell Rd AR-2005B/2014	12,900	11,900	10,000	10,000	8,600
30-00-8-940	Davis Rd Soccer AR-2005B/2014	41,200	35,700	30,700	30,700	25,200
30-00-8-941	Merryman Fields AR-2005B/2014	27,000	23,800	20,800	20,800	17,300
30-00-8-942	2020 Road Bonds - Series A	-	-	-	-	336,600
	TOTAL INTEREST EXPENSE	\$ 191,034	\$ 154,433	\$ 116,700	\$ 116,700	\$ 414,100

Debt Service Fund (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
OTHER(PRINCIPAL)						
30-00-8-911	Aquatic Center AR-2010A	\$ 37,000	\$ 38,250	\$ 39,500	\$ 39,500	\$ 29,700
30-00-8-912	Police Facility AR-2013B	310,000	320,000	325,000	325,000	-
30-00-8-913	Aquatic Center GO-2013A	310,000	315,000	320,000	320,000	-
30-00-8-914	Opera House AR-2010A	113,000	116,750	120,500	120,500	90,400
30-00-8-915	Recreation Center AR-2003/2014	86,800	88,300	93,300	93,300	95,500
30-00-8-916	Lake Avenue AR-2005B/2014	45,400	49,600	49,600	49,600	53,600
30-00-8-917	McConnell Rd AR-2005B/2014	50,400	54,500	54,500	54,500	58,500
30-00-8-918	Davis Rd Soccer AR-2005B/2014	161,400	163,600	168,600	168,600	170,500
30-00-8-919	Merryman Fields AR-2005B/2014	106,000	109,000	114,000	114,000	116,900
30-00-8-920	2020 Road Bonds-Series A	-	-	-	-	-
	TOTAL OTHER (PRINCIPAL)	\$ 1,220,000	\$ 1,255,000	\$ 1,285,000	\$ 1,285,000	\$ 615,100
TOTAL DEBT SERVICE FUND EXPENSES		\$ 1,412,253	\$ 1,410,652	\$ 1,402,900	\$ 1,402,900	\$ 1,030,000
NET INCREASE (DECREASE)		\$ -	\$ 1	\$ 1,000	\$ -	\$ -
Ending Fund Balance					\$ -	\$ -

Library Debt Service Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ -	\$ -
REVENUES						
TAXES						
31-00-1-311	Property Tax	\$ 312,778	\$ 310,601	\$ -	\$ -	\$ -
	TOTAL TAXES	\$ 312,778	\$ 310,601	\$ -	\$ -	\$ -
OTHER						
31-00-5-381	Interest Income	\$ 1,262	\$ 2,307	\$ -	\$ -	\$ -
	TOTAL OTHER	\$ 1,262	\$ 2,307	\$ -	\$ -	\$ -
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 314,040	\$ 312,908	\$ -	\$ -	\$ -
TRANSFERS (TO)/FROM OTHER FUNDS						
31-00-9-390	Transfer from Library Building Fund	\$ 44,173	\$ 42,584	\$ 47,100	\$ 46,900	\$ -
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ 44,173	\$ 42,584	\$ 47,100	\$ 46,900	\$ -
TOTAL REVENUES (AFTER TRANSFERS)		\$ 358,213	\$ 355,492	\$ 47,100	\$ 46,900	\$ -
EXPENSES						
CONTRACTUAL SERVICES						
31-00-5-516	Agent Expense	\$ 583	\$ 663	\$ 300	\$ 300	\$ -
	TOTAL CONTRACTUAL SERVICES	\$ 583	\$ 663	\$ 300	\$ 300	\$ -
INTEREST EXPENSE						
31-00-8-934	Library GO-2005A/2014A	\$ 23,600	\$ 12,000	\$ -	\$ -	\$ -
31-00-8-935	Library AR-2010B	4,030	2,830	1,600	1,600	-
	TOTAL INTEREST EXPENSE	\$ 27,630	\$ 14,830	\$ 1,600	\$ 1,600	\$ -
OTHER(PRINCIPAL)						
31-00-8-909	Library GO-2005A/2014A	\$ 290,000	\$ 300,000	\$ -	\$ -	\$ -
31-00-8-910	Library AR-2010B	40,000	40,000	45,000	45,000	-
	TOTAL OTHER (PRINCIPAL)	\$ 330,000	\$ 340,000	\$ 45,000	\$ 45,000	\$ -
TOTAL LIBRARY DEBT SERVICE FUND EXPENSES		\$ 358,213	\$ 355,493	\$ 46,900	\$ 46,900	\$ -
NET INCREASE (DECREASE)		\$ -	\$ (1)	\$ 200	\$ -	\$ -
Ending Fund Balance					\$ -	\$ -

Tax Increment Financing Fund, TIF #1

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ (197,100)	\$ -
REVENUES						
TAXES						
41-00-1-311	Property Tax	\$ 608,868	\$ 656,753	\$ 650,000	\$ 712,600	\$ 500,000
TOTAL TAXES		\$ 608,868	\$ 656,753	\$ 650,000	\$ 712,600	\$ 500,000
OTHER						
41-00-5-363	TIF Grant Revenue	\$ 780	\$ 133,366	\$ -	\$ -	\$ -
41-00-5-381	Interest Income	20,900	1,217	-	2,600	1,500
41-00-5-382	Rental Revenues	21,220	14,194	-	-	-
41-00-5-383	Courthouse Donations	-	6,885	-	900	-
TOTAL OTHER		\$ 42,900	\$ 155,662	\$ -	\$ 3,500	\$ 1,500
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 651,768	\$ 812,415	\$ 650,000	\$ 716,100	\$ 501,500
TRANSFERS (TO)/FROM OTHER FUNDS						
41-00-9-942	Transfer To TIF #2	\$ -	\$ -	\$ (292,700)	\$ (302,900)	\$ (206,300)
TOTAL REVENUES (AFTER TRANSFERS)		\$ 651,768	\$ 812,415	\$ 357,300	\$ 413,200	\$ 295,200
EXPENSES						
CONTRACTUAL SERVICES						
41-00-5-502	Legal Services	\$ 10	\$ 5,363	\$ 500	\$ 100	\$ 1,000
41-00-5-599	Property Taxes	9,776	9,785	-	-	-
TOTAL CONTRACTUAL SERVICES		\$ 9,786	\$ 15,148	\$ 500	\$ 100	\$ 1,000
CAPITAL OUTLAY						
41-00-7-721	Streetscape Improvements	\$ 87,778	\$ 2,954	\$ -	\$ -	\$ -
41-00-7-723	Facade Improvement Program	-	8,767	10,000	8,800	5,000
41-00-7-725	Downtown Brick Replacement	25,087	31,295	10,000	10,000	10,000
41-00-7-726	Pedestrian Amenities	-	-	2,000	2,000	-
41-00-7-727	Sidewalk Maintenance & Replacement	14,831	4,221	5,000	-	5,000
41-00-7-728	Downtown Trash Enclosures	-	-	-	-	80,000
41-00-7-729	Old Courthouse	485,851	432,460	-	-	-
TOTAL CAPITAL OUTLAY		\$ 613,547	\$ 479,697	\$ 27,000	\$ 20,800	\$ 100,000
INTEREST EXPENSE						
41-00-8-930	Interest Expense	\$ 30,075	\$ 25,125	\$ 19,600	\$ 19,600	\$ 13,600
TOTAL INTEREST EXPENSE		\$ 30,075	\$ 25,125	\$ 19,600	\$ 19,600	\$ 13,600
OTHER						
41-00-8-901	Agent Expenses	\$ 530	\$ 530	\$ 600	\$ 600	\$ 600
41-00-8-905	Principal on AR Bonds	165,000	170,000	175,000	175,000	180,000
TOTAL OTHER		\$ 165,530	\$ 170,530	\$ 175,600	\$ 175,600	\$ 180,600
TOTAL TAX INCREMENT FINANCING FUND, TIF #1 EXPENSES		\$ 818,938	\$ 690,500	\$ 222,700	\$ 216,100	\$ 295,200
NET INCREASE (DECREASE)		\$ (167,170)	\$ 121,915	\$ 134,600	\$ 197,100	\$ -
Ending Fund Balance					\$ -	\$ -

Tax Increment Financing Fund, TIF #2

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ (86,000)	\$ (265,700)
REVENUES						
TAXES						
42-00-1-311	Property Tax	\$ -	\$ -	\$ -	\$ -	\$ 150,000
	TOTAL TAXES	\$ -	\$ -	\$ -	\$ -	\$ 150,000
OTHER						
42-00-5-363	TIF Grant Revenue	\$ -	\$ -	\$ 55,000	\$ 86,000	\$ -
42-00-5-370	Loan Revenue	-	-	-	1,500,000	-
42-00-5-382	Rental Revenues	-	5,406	45,900	-	-
42-00-5-383	Courthouse Donations	-	4,150	10,800	27,200	17,200
	TOTAL OTHER	\$ -	\$ 9,556	\$ 111,700	\$ 1,613,200	\$ 17,200
TOTAL REVENUES (BEFORE TRANSFERS)		\$ -	\$ 9,556	\$ 111,700	\$ 1,613,200	\$ 167,200
TRANSFERS (TO)/FROM OTHER FUNDS						
42-00-9-391	Transfer From TIF #1	\$ -	\$ -	\$ 292,700	\$ 302,900	\$ 206,300
42-00-9-392	Transfer From General Fund	-	-	-	29,000	22,900
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ -	\$ -	\$ 292,700	\$ 331,900	\$ 229,200
TOTAL REVENUES (AFTER TRANSFERS)		\$ -	\$ 9,556	\$ 404,400	\$ 1,945,100	\$ 396,400
EXPENSES						
CONTRACTUAL SERVICES						
42-00-5-502	Legal Services	\$ -	\$ 24,268	\$ 10,000	\$ 13,000	\$ 15,000
42-00-5-504	Professional Services	-	34,724	5,000	1,000	2,000
42-00-5-515	Marketing	-	-	-	-	30,000
42-00-5-538	Publishing Services	-	78	-	-	-
42-00-5-552	Service to Maintain Equipment	-	483	-	-	-
42-00-5-560	Redevelopment Agreements	-	-	-	-	8,000
42-00-5-599	Property Taxes	-	-	9,800	-	-
	TOTAL CONTRACTUAL SERVICES	\$ -	\$ 59,553	\$ 24,800	\$ 14,000	\$ 55,000
COMMODITIES						
42-00-6-601	Postage	\$ -	\$ 10,000	\$ -	\$ -	\$ -
42-00-6-606	Supplies	-	257	-	-	-
	TOTAL COMMODITIES	\$ -	\$ 10,257	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
42-00-7-721	Streetscape Improvements	\$ -	\$ -	\$ -	\$ 41,600	\$ 15,000
42-00-7-723	Façade Improvement Program	-	5,000	50,000	1,800	20,000
42-00-7-725	Downtown Brick Replacement	-	-	20,000	24,300	25,000
42-00-7-726	Pedestrian Amenities	-	-	8,000	4,000	5,000
42-00-7-727	Sidewalk Maintenance & Replacement	-	-	10,000	10,000	15,000
42-00-7-728	Lake Avenue Gas Station	-	-	-	38,700	-
42-00-7-729	Old Courthouse	-	20,640	302,000	481,400	340,000
42-00-7-730	Electric Vehicle Charging Station	-	-	11,000	9,000	-
42-00-7-731	Property Acquisition	-	-	-	1,500,000	200,000
42-00-7-732	Garbage Enclosures	-	-	-	-	80,000
	TOTAL CAPITAL OUTLAY	\$ -	\$ 25,640	\$ 401,000	\$ 2,110,800	\$ 700,000
INTEREST EXPENSE						
42-00-8-901	Interest Expense 2020 GO Loan	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL INTEREST EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -

Tax Increment Financing Fund, TIF #2 (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
OTHER						
42-00-8-902	Principal on 2020 GO Loan	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL OTHER	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TAX INCREMENT FINANCING FUND, TIF #2 EXPENSES		\$ -	\$ 85,193	\$ 425,800	\$ 2,124,800	\$ 755,000
NET INCREASE (DECREASE)		\$ -	\$ (75,637)	\$ (21,400)	\$ (179,700)	\$ (358,600)
Ending Fund Balance					\$ (265,700)	\$ (624,300)

Water & Sewer Utility Fund - Revenues

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 1,871,600	\$ 2,155,800
REVENUES						
SALES OF GOODS AND SERVICES						
60-00-3-370	Late Fee Charges	\$ 79,952	\$ 86,113	\$ 84,500	\$ 82,000	\$ 83,600
60-00-3-371	Water & Sewer Sales	4,841,504	5,164,910	5,250,000	5,225,900	5,382,700
60-00-3-373	Meter Charges	24,320	39,570	20,000	10,000	10,000
TOTAL SALES OF GOODS AND SERVICES		\$ 4,945,776	\$ 5,290,593	\$ 5,354,500	\$ 5,317,900	\$ 5,476,300
OTHER						
60-00-5-378	Sale of Surplus Equipment	\$ 3,756	\$ -	\$ 17,000	\$ 11,500	\$ 14,500
60-00-5-380	Miscellaneous Income	31,297	24,827	28,000	30,000	28,000
60-00-5-381	Interest Income	12,212	29,508	22,500	27,800	20,800
TOTAL OTHER REVENUES		\$ 47,265	\$ 54,335	\$ 67,500	\$ 69,300	\$ 63,300
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 4,993,041	\$ 5,344,928	\$ 5,422,000	\$ 5,387,200	\$ 5,539,600
TRANSFERS (TO)/FROM OTHER FUNDS						
60-00-9-393	Transfer From Aquatic Center	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
60-00-9-889	Transfer To Employee Insurance Fund	(280,104)	(306,570)	(319,600)	(300,400)	(291,100)
60-00-9-950	Transfer To General Corporate Fund	(402,069)	(428,651)	(499,700)	(453,200)	(558,400)
60-00-9-961	Transfer to Water/Sewer CIP Fund	-	(1,152,000)	(1,175,000)	(1,175,000)	(1,308,900)
60-00-9-963	Transfer to Liability Insurance Fund	(100,000)	-	-	-	-
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ (773,173)	\$ (1,878,221)	\$ (1,985,300)	\$ (1,919,600)	\$ (2,149,400)
TOTAL REVENUES (AFTER TRANSFERS)		\$ 4,219,868	\$ 3,466,707	\$ 3,436,700	\$ 3,467,600	\$ 3,390,200
EXPENSES						
60-50-x-xxx	Water Treatment	\$ 1,022,750	\$ 990,312	\$ 1,026,800	\$ 979,000	\$ 1,065,000
60-51-x-xxx	Sewage Treatment	1,062,851	1,131,140	1,133,900	1,165,800	1,200,900
60-52-x-xxx	Sewer & Water Maintenance	825,605	976,736	921,600	883,600	1,043,500
60-53-x-xxx	Administration & Debt Service	315,906	142,368	159,700	155,000	153,500
60-54-x-xxx	Capital Improvement	709,156	-	-	-	-
TOTAL WATER & SEWER FUND EXPENSES		\$ 3,936,268	\$ 3,240,556	\$ 3,242,000	\$ 3,183,400	\$ 3,462,900
NET INCREASE (DECREASE)		\$ 283,600	\$ 226,151	\$ 194,700	\$ 284,200	\$ (72,700)
Ending Fund Balance					\$ 2,155,800	\$ 2,083,100

Water & Sewer Utility-Expenses

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
WATER TREATMENT						
SALARIES						
60-50-3-403	Water Superintendent	\$ 90,110	\$ 92,551	\$ 94,500	\$ 94,500	\$ 97,400
60-50-3-415	Operators	243,830	256,968	265,800	251,200	269,600
60-50-3-445	Overtime	15,411	15,421	9,000	14,000	15,000
60-50-3-451	Sick Leave Conversion	6,476	6,813	7,000	6,200	8,500
	TOTAL SALARIES	\$ 355,827	\$ 371,753	\$ 376,300	\$ 365,900	\$ 390,500
PERSONAL SERVICES						
60-50-4-453	Uniforms	\$ 431	\$ 1,191	\$ 1,200	\$ 1,200	\$ 1,200
60-50-4-457	IMRF	44,889	44,406	40,100	42,100	50,000
60-50-4-458	Social Security	20,546	21,537	22,400	21,300	23,300
60-50-4-459	Medicare	4,805	5,037	5,300	5,100	5,400
	TOTAL PERSONAL SERVICES	\$ 70,671	\$ 72,171	\$ 69,000	\$ 69,700	\$ 79,900
CONTRACTUAL SERVICES						
60-50-5-501	Communications	\$ 39,591	\$ 4,239	\$ 4,200	\$ 4,300	\$ 4,300
60-50-5-509	Laboratory Testing Services	6,825	8,907	7,500	12,600	10,500
60-50-5-540	Utilities	180,420	180,667	190,000	182,000	190,000
60-50-5-550	Service to Maintain Buildings	175	715	2,000	1,500	2,000
60-50-5-552	Service to Maintain Equipment	24,979	16,798	20,000	19,500	28,000
60-50-5-560	Refuse	2,154	5,811	4,000	3,000	4,000
	TOTAL CONTRACTUAL SERVICES	\$ 254,144	\$ 217,137	\$ 227,700	\$ 222,900	\$ 238,800
COMMODITIES						
60-50-6-602	Gasoline & Oil	\$ 3,738	\$ 5,595	\$ 6,500	\$ 4,500	\$ 6,500
60-50-6-603	Fuel-Heating	17,965	16,626	17,000	15,500	17,000
60-50-6-605	Tools	219	52	500	500	500
60-50-6-606	Supplies	2,612	4,872	3,500	4,000	4,000
60-50-6-607	Chemicals	41,507	40,780	45,000	40,000	45,000
60-50-6-610	Salt	250,159	233,323	250,000	220,000	250,000
60-50-6-615	Laboratory Chemicals & Supplies	3,950	6,319	7,000	6,800	7,000
60-50-6-620	Material to Maintain Buildings	-	-	500	-	500
60-50-6-621	Material to Maintain Equipment	20,627	18,268	20,000	26,200	22,300
60-50-6-622	Material to Maintain Vehicles	1,331	797	1,000	200	1,000
	TOTAL COMMODITIES	\$ 342,108	\$ 326,632	\$ 351,000	\$ 317,700	\$ 353,800
CAPITAL OUTLAY						
60-50-7-720	Equipment	\$ -	\$ 2,619	\$ 2,800	\$ 2,800	\$ 2,000
	TOTAL CAPITAL OUTLAY	\$ -	\$ 2,619	\$ 2,800	\$ 2,800	\$ 2,000
TOTAL WATER TREATMENT DIVISION EXPENSES		\$ 1,022,750	\$ 990,312	\$ 1,026,800	\$ 979,000	\$ 1,065,000

Water & Sewer Utility-Expenses

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
WASTEWATER TREATMENT						
SALARIES						
60-51-3-404	Wastewater Treatment Superintendent	\$ 96,091	\$ 99,741	\$ 100,300	\$ 100,500	\$ 102,800
60-51-3-409	Laboratory Manager	73,478	74,295	75,700	75,200	78,700
60-51-3-415	Operators	208,845	238,932	241,500	252,500	261,400
60-51-3-431	Seasonal Labor	7,029	2,614	7,200	3,400	9,200
60-51-3-445	Overtime	6,338	6,375	4,000	3,800	4,000
60-51-3-451	Sick Leave Conversion	796	1,368	1,500	1,300	1,800
	TOTAL SALARIES	\$ 392,577	\$ 423,325	\$ 430,200	\$ 436,700	\$ 457,900
PERSONAL SERVICES						
60-51-4-453	Uniforms	4,833	5,028	6,000	5,200	6,000
60-51-4-457	IMRF	50,640	46,935	45,100	51,000	57,400
60-51-4-458	Social Security	23,432	22,634	25,600	26,400	27,200
60-51-4-459	Medicare	5,480	5,293	6,000	6,200	6,400
	TOTAL PERSONAL SERVICES	\$ 84,385	\$ 79,890	\$ 82,700	\$ 88,800	\$ 97,000
CONTRACTUAL SERVICES						
60-51-5-501	Communications	\$ 6,654	\$ 6,524	\$ 7,000	\$ 6,000	\$ 7,000
60-51-5-509	Laboratory Testing Services	17,890	13,347	15,000	14,500	16,000
60-51-5-540	Utilities	248,336	280,747	275,000	275,000	275,000
60-51-5-550	Service to Maintain Buildings	11,137	12,782	7,000	15,500	12,000
60-51-5-551	Sludge Disposal	119,561	112,976	95,000	112,000	112,000
60-51-5-552	Service to Maintain Equipment/ Vehicles	31,558	39,135	40,000	49,000	40,000
	TOTAL CONTRACTUAL SERVICES	\$ 435,136	\$ 465,511	\$ 439,000	\$ 472,000	\$ 462,000
COMMODITIES						
60-51-6-602	Gasoline & Oil	\$ 4,536	\$ 6,546	\$ 5,000	\$ 6,300	\$ 7,000
60-51-6-603	Fuel-Heating	10,339	11,715	10,000	10,000	11,000
60-51-6-605	Tools	1,477	1,048	1,000	1,000	1,000
60-51-6-606	Supplies	3,666	5,476	7,000	5,000	6,000
60-51-6-607	Chemicals	58,554	59,102	70,000	70,000	70,000
60-51-6-615	Lab Chemicals	14,890	16,177	17,000	16,500	17,000
60-51-6-620	Material to Maintain Buildings	1,943	1,400	3,000	1,500	3,000
60-51-6-621	Material to Maintain Equipment	47,942	44,882	55,000	49,000	55,000
60-51-6-622	Material to Maintain Vehicles	1,973	2,228	3,000	2,200	3,000
60-51-6-623	Material to Maintain Land	830	358	1,000	800	1,000
	TOTAL COMMODITIES	\$ 146,150	\$ 148,932	\$ 172,000	\$ 162,300	\$ 174,000
CAPITAL OUTLAY						
60-51-7-720	Equipment	\$ 4,603	\$ 13,482	\$ 10,000	\$ 6,000	\$ 10,000
	TOTAL CAPITAL OUTLAY	\$ 4,603	\$ 13,482	\$ 10,000	\$ 6,000	\$ 10,000
TOTAL WASTEWATER TREATMENT DIVISION EXPENSES		\$ 1,062,851	\$ 1,131,140	\$ 1,133,900	\$ 1,165,800	\$ 1,200,900

Water & Sewer Utility-Expenses

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
SEWER & WATER MAINTENANCE						
SALARIES						
60-52-3-408	Superintendent	\$ 73,415	\$ 86,895	\$ 85,200	\$ 85,200	\$ 87,800
60-52-3-415	Maintenance	313,380	339,075	356,600	287,200	422,400
60-52-3-431	Extra Labor	3,684	3,941	4,000	4,100	5,800
60-52-3-445	Overtime	20,991	31,250	22,000	31,700	30,000
60-52-3-451	Sick Leave Conversion	-	-	-	-	-
TOTAL SALARIES		\$ 411,470	\$ 461,161	\$ 467,800	\$ 408,200	\$ 546,000
PERSONAL SERVICES						
60-52-4-453	Uniforms	\$ 6,008	\$ 6,233	\$ 6,000	\$ 5,900	\$ 6,200
60-52-4-457	IMRF	52,794	54,569	49,400	41,000	69,100
60-52-4-458	Social Security	24,196	26,479	27,700	21,000	32,400
60-52-4-459	Medicare	5,659	6,193	6,500	4,900	7,600
TOTAL PERSONAL SERVICES		\$ 88,657	\$ 93,474	\$ 89,600	\$ 72,800	\$ 115,300
CONTRACTUAL SERVICES						
60-52-5-501	Communications	\$ 12,401	\$ 12,676	\$ 13,000	\$ 12,800	\$ 13,200
60-52-5-540	Utilities-Lift Stations	37,046	42,965	39,000	48,500	45,000
60-52-5-541	Utilities-Booster Stations	10,513	9,991	14,500	11,000	14,500
60-52-5-552	Service to Maintain Equipment	11,750	8,306	5,000	10,000	5,000
60-52-5-553	Service to Maintain Vehicles	5,600	1,177	4,000	10,000	4,000
60-52-5-554	Service to Maintain Water Mains	44,054	97,833	75,000	70,000	70,000
60-52-5-555	Service to Maintain Sewer Mains	54,191	70,790	50,000	70,000	65,000
TOTAL CONTRACTUAL SERVICES		\$ 175,555	\$ 243,738	\$ 200,500	\$ 232,300	\$ 216,700
COMMODITIES						
60-52-6-602	Gasoline & Oil	\$ 18,375	\$ 21,330	\$ 22,000	\$ 21,000	\$ 22,000
60-52-6-605	Tools	1,231	2,289	2,700	2,600	2,700
60-52-6-606	Supplies	1,092	2,743	2,300	2,200	2,300
60-52-6-621	Material to Maintain Equipment	10,954	6,999	4,700	8,000	6,500
60-52-6-622	Material to Maintain Vehicles	7,305	14,018	12,000	10,500	12,000
60-52-6-624	Material to Maintain Water Mains	29,596	56,413	45,000	45,000	45,000
60-52-6-625	Material to Maintain Sewer Mains	79,751	65,442	70,000	70,000	70,000
TOTAL COMMODITIES		\$ 148,304	\$ 169,234	\$ 158,700	\$ 159,300	\$ 160,500
CAPITAL OUTLAY						
60-52-7-720	Equipment	1,619	9,129	5,000	11,000	5,000
TOTAL CAPITAL OUTLAY		\$ 1,619	\$ 9,129	\$ 5,000	\$ 11,000	\$ 5,000
TOTAL SEWER & WATER MAINTENANCE DIVISION EXPENSES		\$ 825,605	\$ 976,736	\$ 921,600	\$ 883,600	\$ 1,043,500

Water & Sewer Utility-Expenses

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
ADMINISTRATION & DEBT SERVICE						
PERSONAL SERVICES						
60-53-4-452	Travel & Training	\$ 3,799	\$ 3,775	\$ 6,000	\$ 3,000	\$ 6,000
60-53-4-454	Dues & Subscriptions	263	656	1,200	800	1,200
TOTAL PERSONAL SERVICES		\$ 4,062	\$ 4,431	\$ 7,200	\$ 3,800	\$ 7,200
CONTRACTUAL SERVICES						
60-53-5-502	Legal Expenses	\$ 788	\$ 88	\$ 1,000	\$ -	\$ -
60-53-5-503	Engineering Services	5,760	-	-	8,000	2,000
60-53-5-531	Insurance Premiums	-	100,068	93,200	88,400	84,800
60-53-5-537	Printing Services	-	-	500	500	500
60-53-5-538	IEPA WWTP Permit Fees	32,500	15,000	33,000	33,500	33,500
60-53-5-560	JULIE Fees	3,825	4,062	4,800	3,200	6,500
TOTAL CONTRACTUAL SERVICES		\$ 42,873	\$ 119,218	\$ 132,500	\$ 133,600	\$ 127,300
COMMODITIES						
60-53-6-601	Postage	\$ 16,973	\$ 17,194	\$ 18,000	\$ 16,800	\$ 17,000
60-53-6-604	Education Programs	-	-	500	100	500
60-53-6-606	Supplies	883	1,525	1,500	700	1,500
TOTAL COMMODITIES		\$ 17,856	\$ 18,719	\$ 20,000	\$ 17,600	\$ 19,000
INTEREST						
60-53-8-931	Interest Expense (2008)	\$ 10,925	\$ -	\$ -	\$ -	\$ -
60-53-8-932	Interest Expense (2016)	73,600	-	-	-	-
TOTAL INTEREST		\$ 84,525	\$ -	\$ -	\$ -	\$ -
OTHER CHARGES						
60-53-8-517	Bond Fees	\$ 1,590	\$ -	\$ -	\$ -	\$ -
60-53-8-901	Bond Principal (2008)	165,000	-	-	-	-
TOTAL OTHER CHARGES		\$ 166,590	\$ -	\$ -	\$ -	\$ -
TOTAL ADMINISTRATION & DEBT SERVICE DIVISION EXPENSES		\$ 315,906	\$ 142,368	\$ 159,700	\$ 155,000	\$ 153,500

Water & Sewer Utility-Expenses

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
CAPITAL IMPROVEMENT						
CAPITAL OUTLAY						
60-54-7-713	DPW Facility Expansion and Maintainance	\$ 13,324	\$ -	\$ -	\$ -	\$ -
60-54-7-771	Water Tower Maintenance	53,000	-	-	-	-
60-54-7-772	Well Maintenance & Improvement	135,585	-	-	-	-
60-54-7-775	Water Meter Replacement Program	166,756	-	-	-	-
60-54-7-778	Water Treatment Plant Maintenance	216,892	-	-	-	-
60-54-7-779	Wastewater Treatment Plant Maintenance	55,350	-	-	-	-
60-54-7-784	Motor Pool	32,843	-	-	-	-
60-54-7-785	I & I Improvements	5,000	-	-	-	-
60-54-7-788	Lift Station Maintenance	30,406	-	-	-	-
	TOTAL CAPITAL OUTLAY	\$ 709,156	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL IMPROVEMENT DIVISION EXPENSES		\$ 709,156	\$ -	\$ -	\$ -	\$ -

Water & Sewer CIP Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 408,300	\$ 306,000
REVENUES						
OTHER						
61-00-5-381	Interest Income	\$ -	\$ 2,960	\$ 6,000	\$ 6,100	\$ 4,000
61-00-5-383	Loan Proceeds	-	-	375,000	375,000	1,185,000
	TOTAL OTHER	\$ -	\$ 2,960	\$ 381,000	\$ 381,100	\$ 1,189,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ -	\$ 2,960	\$ 381,000	\$ 381,100	\$ 1,189,000
TRANSFERS (TO)/FROM OTHER FUNDS						
61-00-9-961	Transfer from Water & Sewer Fund	\$ -	\$ 1,152,000	\$ 1,175,000	1,175,000	1,308,900
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ -	\$ 1,152,000	\$ 1,175,000	\$ 1,175,000	\$ 1,308,900
TOTAL REVENUES (AFTER TRANSFERS)		\$ -	\$ 1,154,960	\$ 1,556,000	\$ 1,556,100	\$ 2,497,900
EXPENSES						
CAPITAL OUTLAY						
61-00-7-701	Water Tower Maintenance	-	7,200	-	-	30,000
61-00-7-702	Well Maintenance & Improvement	-	58,920	83,000	-	83,000
61-00-7-703	Water Main Replacement & Construction	-	19,150	340,000	391,000	600,000
61-00-7-704	Water Meter Replacement Program	-	159,783	130,000	130,000	80,000
61-00-7-705	Water Treatment Plant Maintenance	-	104,586	155,000	70,000	480,000
61-00-7-706	Wastewater Treatment Plant Maintenance	-	73,199	81,000	51,200	115,000
61-00-7-707	Sanitary Sewer Maintenance	-	-	235,000	235,000	-
61-00-7-708	Utility Fund-Motor Pool	-	-	423,800	444,000	95,000
61-00-7-709	I & I Improvements	-	26,000	18,000	18,000	18,000
61-00-7-710	Lift Station Improvements	-	31,727	50,000	50,000	55,000
61-00-7-711	Sewer Televising Equipment	-	14,875	-	-	-
61-00-7-712	Route 47 Improvements	-	-	-	20,000	175,000
61-00-7-713	South/Lake/Madison Roundabout	-	-	-	-	585,000
	TOTAL CAPITAL OUTLAY	\$ -	\$ 495,440	\$ 1,515,800	\$ 1,409,200	\$ 2,316,000
INTEREST						
61-00-8-931	Interest Expense (2008)	-	6,800	-	-	-
61-00-8-932	Interest Expense (2016)	-	73,600	73,600	73,600	66,600
61-00-8-933	Interest Expense (2020)	-	-	-	-	7,500
	TOTAL INTEREST	\$ -	\$ 80,400	\$ 73,600	\$ 73,600	\$ 74,100
OTHER CHARGES						
61-00-8-517	Bond Fees	\$ -	\$ 292	\$ 600	\$ 600	\$ 600
61-00-8-901	Bond Principal (2008)	-	170,000	-	-	-
61-00-8-902	Bond Principal (2016)	-	-	175,000	175,000	180,000
61-00-8-903	Loan Principal (2020)	-	-	-	-	-
	TOTAL OTHER CHARGES	\$ -	\$ 170,292	\$ 175,600	\$ 175,600	\$ 180,600
TOTAL WATER & SEWER CIP FUND EXPENSES		\$ -	\$ 746,132	\$ 1,765,000	\$ 1,658,400	\$ 2,570,700
NET INCREASE (DECREASE)		\$ -	\$ 408,828	\$ (209,000)	\$ (102,300)	\$ (72,800)
Ending Fund Balance					\$ 306,000	\$ 233,200

Water & Sewer Capacity CIP Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 4,244,500	\$ 3,794,600
REVENUES						
SALES OF GOODS AND SERVICES						
62-00-3-376	Connection Fees	\$ 628,725	\$ 930,517	\$ 425,000	\$ 170,000	\$ 200,000
TOTAL SALES OF GOODS AND SERVICES		\$ 628,725	\$ 930,517	\$ 425,000	\$ 170,000	\$ 200,000
OTHER						
62-00-5-381	Interest Income	\$ 66,145	\$ 107,877	\$ 117,500	\$ 132,400	\$ 105,000
TOTAL OTHER		\$ 66,145	\$ 107,877	\$ 117,500	\$ 132,400	\$ 105,000
TOTAL REVENUES		\$ 694,870	\$ 1,038,394	\$ 542,500	\$ 302,400	\$ 305,000
EXPENSES						
CAPITAL OUTLAY						
62-00-7-740	Utility Master Plans	\$ 106,464	\$ 88,621	\$ 40,000	\$ 60,000	\$ 50,000
TOTAL CAPITAL OUTLAY		\$ 106,464	\$ 88,621	\$ 40,000	\$ 60,000	\$ 50,000
INTEREST						
62-00-8-930	Interest Expense (2010D)	\$ 62,740	\$ 41,103	\$ 32,000	\$ 32,000	\$ 22,400
TOTAL INTEREST		\$ 62,740	\$ 41,103	\$ 32,000	\$ 32,000	\$ 22,400
OTHER CHARGES						
62-00-8-517	Bond Fees	\$ -	\$ 265	\$ 300	\$ 300	\$ 300
62-00-8-901	Bond Principal 2010D	265,000	280,000	285,000	285,000	300,000
62-00-8-902	Water & Sewer Loan	-	-	-	375,000	1,185,000
TOTAL OTHER CHARGES		\$ 265,000	\$ 280,265	\$ 285,300	\$ 660,300	\$ 1,485,300
TOTAL WATER & SEWER CAPACITY CIP FUND EXPENSES		\$ 434,204	\$ 409,989	\$ 357,300	\$ 752,300	\$ 1,557,700
NET INCREASE (DECREASE)		\$ 260,666	\$ 628,405	\$ 185,200	\$ (449,900)	\$ (1,252,700)
Ending Fund Balance					\$ 3,794,600	\$ 2,541,900

Police Pension Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 22,262,400	\$ 24,373,800
REVENUES						
OTHER						
70-00-5-380	Misc Income	\$ 287	\$ (240)	\$ 300	\$ 200	\$ 300
70-00-5-381	Interest Income	397,455	471,193	500,000	656,000	700,000
70-00-5-382	Capital Gain Distributions	-	-	-	-	-
70-00-5-383	Gain/(Loss) from Investment Sales	822,839	481,075	970,000	1,300,000	1,030,000
70-00-5-386	Employee Contributions	328,649	334,891	330,000	341,000	360,000
70-00-5-387	Credible Service Buyback	-	-	-	-	-
TOTAL OTHER		\$ 1,549,230	\$ 1,286,919	\$ 1,800,300	\$ 2,297,000	\$ 2,090,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 1,549,230	\$ 1,286,919	\$ 1,800,300	\$ 2,297,000	\$ 2,090,000
TRANSFERS (TO)/FROM OTHER FUNDS						
70-00-9-903	Transfer from Police Protection	\$ 1,408,018	\$ 1,342,311	\$ 1,348,400	\$ 1,348,400	\$ 1,366,000
70-00-9-995	Transfer to General Corp Fund	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ 1,403,018	\$ 1,337,311	\$ 1,343,400	\$ 1,343,400	\$ 1,361,000
TOTAL REVENUES (AFTER TRANSFERS)		\$ 2,952,248	\$ 2,624,230	\$ 3,143,700	\$ 3,640,400	\$ 3,451,000
EXPENSES						
PERSONAL SERVICES						
70-00-4-452	Travel & Training	\$ -	\$ 1,650	\$ 2,000	\$ 1,600	\$ 2,000
70-00-4-454	Dues & Subscriptions	795	795	900	800	800
TOTAL PERSONAL SERVICES		\$ 795	\$ 2,445	\$ 2,900	\$ 2,400	\$ 2,800
CONTRACTUAL SERVICES						
70-00-5-502	Legal Services	\$ 719	\$ 619	\$ 3,000	\$ 7,700	\$ 5,800
70-00-5-503	Professional Services	-	-	-	1,200	500
TOTAL CONTRACTUAL SERVICES		\$ 719	\$ 619	\$ 3,000	\$ 8,900	\$ 6,300
COMMODITIES						
70-00-6-606	Supplies	\$ -	\$ -	\$ 200	\$ 100	\$ 100
TOTAL COMMODITIES		\$ -	\$ -	\$ 200	\$ 100	\$ 100
OTHER						
70-00-8-814	Pension & Disability Payments	\$ 1,257,359	\$ 1,301,989	\$ 1,420,000	\$ 1,425,700	\$ -
70-00-8-815	Pension Payments-Retiree	-	-	-	-	1,320,200
70-00-8-816	Pension Payments- Duty Disability	-	-	-	-	55,400
70-00-8-817	Pension Payments- Non Duty	-	-	-	-	41,700
70-00-8-818	Pension Payments-Alt Payee	-	-	-	-	36,300
70-00-8-819	Pension Payments- Surviving Spouse	-	-	-	-	38,400
70-00-8-823	Actuarial Requirements	3,200	4,750	4,500	4,500	4,700
70-00-8-940	Medical Expense/Physical Exams	-	-	-	2,400	-
70-00-8-950	Refund of Contributions	-	4,031	25,000	-	5,000
70-00-8-970	Investment Manager Fees	175,532	237,674	205,000	41,200	33,000
70-00-8-980	Custodial Fee	30,490	31,463	32,000	39,500	-
70-00-8-981	Department of Insurance Filing Fee	3,590	3,949	4,100	4,300	4,300
TOTAL OTHER		\$ 1,470,171	\$ 1,583,856	\$ 1,690,600	\$ 1,517,600	\$ 1,539,000
TOTAL POLICE PENSION FUND EXPENSES		\$ 1,471,685	\$ 1,586,920	\$ 1,696,700	\$ 1,529,000	\$ 1,548,200
NET INCREASE (DECREASE)		\$ 1,480,563	\$ 1,037,310	\$ 1,447,000	\$ 2,111,400	\$ 1,902,800
Ending Fund Balance					\$ 24,373,800	\$ 26,276,600

Health/Life Insurance Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 414,500	\$ 650,000
REVENUES						
SALES OF GOODS AND SERVICES						
75-00-3-386	Retired/Disabled Contributions	\$ 219,186	\$ 222,285	\$ 236,800	\$ 240,000	\$ 205,000
75-00-3-387	Claims Recovered	885,823	541,286	25,000	268,900	25,000
75-00-3-388	Pharmacy Rebates	31,724	50,688	60,000	137,900	145,000
75-00-3-389	Employee Contributions	333,857	377,276	430,200	348,900	439,300
TOTAL GOODS AND SERVICES		\$ 1,470,590	\$ 1,191,535	\$ 752,000	\$ 995,700	\$ 814,300
OTHER						
75-00-5-381	Interest Income	\$ 21	\$ 30	\$ -	\$ 100	\$ 5,000
TOTAL OTHER		\$ 21	\$ 30	\$ -	\$ 100	\$ 5,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 1,470,611	\$ 1,191,565	\$ 752,000	\$ 995,800	\$ 819,300
TRANSFERS (TO)/FROM OTHER FUNDS						
75-00-9-376	Transfer from Performing Arts Fund	\$ 81,618	\$ 75,064	\$ 73,600	\$ 69,300	\$ 64,900
75-00-9-379	Transfer from Public Parks Fund	157,380	159,409	199,300	\$ 177,400	\$ 181,000
75-00-9-389	Transfer from Police Protection Fund	602,960	629,338	667,000	\$ 630,000	\$ 643,100
75-00-9-391	Transfer from Library Fund	173,256	177,712	181,800	\$ 154,000	\$ 154,600
75-00-9-392	Transfer from General Corporate Fund	670,953	673,021	737,700	\$ 643,400	\$ 764,600
75-00-9-395	Transfer from Water & Sewer Utility Fund	280,104	306,570	319,600	\$ 300,400	\$ 291,100
75-00-9-396	Transfer from Recreation Center Fund	9,949	9,780	10,800	\$ 10,500	\$ 11,400
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ 1,976,220	\$ 2,030,894	\$ 2,189,800	\$ 1,985,000	\$ 2,110,700
TOTAL REVENUES (AFTER TRANSFERS)		\$ 3,446,831	\$ 3,222,459	\$ 2,941,800	\$ 2,980,800	\$ 2,930,000
EXPENSES						
CONTRACTUAL SERVICES						
75-00-5-502	Administrative & Start-Up Expense	\$ 76,798	\$ 86,610	\$ 81,000	\$ 109,500	\$ 101,600
75-00-5-503	Professional Services	37,000	37,000	40,500	40,500	40,500
75-00-5-504	ACA Fees	2,730	649	700	700	800
75-00-5-505	Wellness Program Fees	29,583	29,760	32,000	27,000	30,000
75-00-5-541	Life Insurance Premiums	8,984	7,125	7,500	7,500	7,500
75-00-5-545	Excess Insurance Premiums	212,431	278,855	306,200	358,600	480,000
75-00-5-546	Claim Payments	2,878,801	2,468,429	2,500,000	2,200,000	2,400,000
75-00-5-548	Employee Physical Development	2,300	2,270	2,000	1,500	2,000
TOTAL CONTRACTUAL SERVICES		\$ 3,248,627	\$ 2,910,698	\$ 2,969,900	\$ 2,745,300	\$ 3,062,400
TOTAL HEALTH/LIFE INSURANCE FUND EXPENSES		\$ 3,248,627	\$ 2,910,698	\$ 2,969,900	\$ 2,745,300	\$ 3,062,400
NET INCREASE (DECREASE)		\$ 198,204	\$ 311,761	\$ (28,100)	\$ 235,500	\$ (132,400)
Ending Fund Balance					\$ 650,000	\$ 517,600

General Corporate - CIP Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 2,073,900	\$ 699,400
REVENUES						
FEES						
82-00-2-313	Home Rule Sales Tax	\$ -	\$ 2,676,112	\$ 2,759,500	\$ 2,671,200	\$ 2,697,900
82-00-2-315	Local Motor Fuel Tax	-	-	-	-	300,000
82-00-2-318	Home Rule Tax Rebate	-	(52,294)	-	(50,000)	(50,000)
82-00-2-320	Telecommunication Tax	504,948	487,501	480,000	485,100	480,000
82-00-2-384	Capital Expansion Fees-Police	75,037	43,989	45,000	10,000	12,000
82-00-2-385	Capital Expansion Fees-Streets	19,310	16,508	12,000	8,000	9,000
TOTAL FEES		\$ 599,295	\$ 3,171,816	\$ 3,296,500	\$ 3,124,300	\$ 3,448,900
INTERGOVERNMENTAL						
82-00-4-349	Safe Routes to School Grant	\$ -	\$ -	\$ -	\$ -	\$ -
82-00-4-363	Miscellaneous Grants	441,406	-	10,000	75,400	543,800
TOTAL INTERGOVERNMENTAL		\$ 441,406	\$ -	\$ 10,000	\$ 75,400	\$ 543,800
OTHER						
82-00-5-380	Miscellaneous	\$ -	\$ -	\$ -	\$ 22,200	\$ -
82-00-5-381	Interest Income	26,710	47,083	30,000	44,500	32,600
82-00-5-383	Loan Revenue	-	-	-	-	10,000,000
TOTAL OTHER		\$ 26,710	\$ 47,083	\$ 30,000	\$ 66,700	\$ 10,032,600
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 1,067,411	\$ 3,218,899	\$ 3,336,500	\$ 3,266,400	\$ 14,025,300
TRANSFERS (TO)/FROM OTHER FUNDS						
82-00-9-391	Transfer from General Fund	\$ 1,094,000	\$ -	\$ -	\$ -	\$ 382,400
82-00-9-393	Transfer from Park Development	20,000	30,000	30,000	30,000	20,000
82-00-9-396	Transfer to Debt Service (Streets)	(63,300)	(66,400)	(64,500)	(64,500)	(249,700)
82-00-9-397	Transfer to Debt Service (Police Station)	(338,700)	(339,400)	(334,800)	(334,800)	-
82-00-9-399	Transfer to Debt Service (Parks)	(133,100)	(132,800)	(134,800)	(134,800)	(134,200)
TOTAL TRANSFERS (TO)/FROM OTHER FUNDS		\$ 578,900	\$ (508,600)	\$ (504,100)	\$ (504,100)	\$ 18,500
TOTAL REVENUES (AFTER TRANSFERS)		\$ 1,646,311	\$ 2,710,299	\$ 2,832,400	\$ 2,762,300	\$ 14,043,800
EXPENSES						
CAPITAL OUTLAY-GENERAL ADMINISTRATION						
82-01-7-701	Finance-Accounting Program	\$ 1,207	\$ -	\$ -	\$ -	\$ -
82-01-7-702	Printer/Scanner/Copier	-	-	-	1,300	13,700
82-01-7-704	Computer Network	32,823	22,512	52,600	57,000	25,000
82-01-7-705	Networking Equipment	-	-	-	15,300	-
82-01-7-706	Microsoft Office Upgrades	-	-	-	-	37,400
82-01-7-713	Council Chamber Upgrades	22,167	9,837	-	-	-
82-01-7-714	Online Forms,B&Z Software, and DMS	-	59,132	10,000	3,000	7,000
82-01-7-715	Keyless Entry	-	-	6,000	6,000	12,000
82-01-7-716	Video Surveillance	-	46,418	-	-	-
82-01-7-717	Square Perimeter Lighting Controller	-	23,829	-	-	-
82-01-7-718	RecTrac Software	-	15,523	-	-	-
82-01-7-719	Server Upgrade	-	-	66,000	65,200	-
TOTAL CAPITAL OUTLAY-GENERAL ADMIN		\$ 56,197	\$ 177,251	\$ 134,600	\$ 147,800	\$ 95,100

General Corporate - CIP Fund (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
CAPITAL OUTLAY-PUBLIC FACILITIES						
82-02-7-708	Opera House Carpet & Masonry	\$ 15,188	\$ 74,532	\$ 25,000	\$ -	\$ 25,000
82-02-7-712	City Hall Improvements	-	-	30,000	16,000	55,000
82-02-7-713	Existing Public Works Facility	26,516	7,003	-	-	-
82-02-7-714	Metra Warming Shelter	-	-	-	-	33,200
82-02-7-715	Metra Train Depot Improvements	-	-	-	18,000	352,000
82-02-7-722	Aquatic Center Upgrades	6,872	-	50,000	52,700	56,000
82-02-7-723	Old Firehouse Assistance Center	63,457	2,385	-	-	-
82-02-7-724	Recreation Center Improvement	1,244	21,588	-	-	20,000
82-02-7-725	Recreation Center Gym Roof Installation	-	8,432	-	-	58,000
82-02-7-726	Outdoor Informational Sign	-	6,664	35,000	74,200	-
82-02-7-727	Opera House Fire Alarm System	-	169	43,000	-	43,000
82-02-7-728	Opera House Structural Assessment	-	166	30,000	-	30,000
82-02-7-729	Opera House Fire Safety Improvements	-	-	15,000	-	15,000
82-02-7-730	Outdoor Performance Stage	-	-	102,000	8,000	160,000
82-02-7-731	Opera House South Roof Replacement	-	-	91,000	57,900	-
82-02-7-732	Opera House Stage Communication System	-	-	18,000	16,700	-
82-02-7-733	Opera House Back Stage Renovations	-	-	30,000	-	35,000
82-02-7-734	Rec Center HVAC Replacement	-	-	-	14,300	-
82-02-7-735	Opera House - Lightning Suppression System	-	-	-	-	20,000
TOTAL CAPITAL OUTLAY-PUBLIC FACILITIES		\$ 113,277	\$ 120,939	\$ 469,000	\$ 257,800	\$ 902,200
CAPITAL OUTLAY-PUBLIC SAFETY						
82-03-7-701	Annual Police Vehicle Purchase	\$ 81,389	\$ 72,856	\$ 96,000	\$ 98,000	\$ 119,000
82-03-7-706	In-Car Computer Terminals	11,307	7,205	28,000	28,100	-
82-03-7-707	HVAC Improvements	-	-	-	13,900	-
82-03-7-708	Vehicle Equipment	-	4,653	10,000	21,000	-
82-03-7-719	In-car/Body Video Cameras	-	77,915	-	-	-
82-03-7-721	Electronic Control Weapons	71,875	-	-	-	-
82-03-7-722	Police Facility Improvements	14,243	14,580	15,000	17,000	15,000
82-03-7-724	Security Surveillance for Square	-	-	-	-	80,000
82-03-7-725	Recording System - Investigations	-	-	-	-	20,000
82-03-7-726	Patrol Rifles	-	-	-	-	10,000
TOTAL CAPITAL OUTLAY-PUBLIC SAFETY		\$ 178,814	\$ 177,209	\$ 149,000	\$ 178,000	\$ 244,000
CAPITAL OUTLAY-PARKS						
82-06-7-703	Playground Equipment	\$ -	\$ -	\$ 75,000	\$ 82,700	\$ 85,000
82-06-7-713	Resealing Courts	24,980	-	65,000	-	65,000
82-06-7-722	Peace Park	30	6,459	-	-	-
82-06-7-724	Lighting & Fence Improvements	38,680	-	50,000	46,400	50,000
82-06-7-726	Picnic Pavilions	-	-	-	-	15,000
82-06-7-728	Park Pavement Resurfacing	105,000	17,080	100,000	100,000	100,000
82-06-7-729	Park Building Improvements	-	-	90,000	30,000	70,000
82-06-7-730	Ball Field Improvements	3,360	26,110	15,000	13,400	15,000
82-06-7-731	Hennen Conservation Area Property	-	8,875	-	-	-
82-06-7-732	Emricson Park Electrical Grid	-	-	20,000	4,900	40,000
82-06-7-733	Park Land Acquisition	-	3,500	27,000	25,600	-
TOTAL CAPITAL OUTLAY-PARKS		\$ 172,050	\$ 62,024	\$ 442,000	\$ 303,000	\$ 440,000

General Corporate - CIP Fund (Continued)

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
CAPITAL OUTLAY-MOTOR POOL						
82-07-7-701	Streets- Dump Truck Replacement	\$ 180,040	\$ 204,101	\$ 190,000	\$ 188,800	\$ -
82-07-7-704	Parks- Vehicle Replacement	-	33,957	70,000	64,100	45,000
82-07-7-707	Streets- Equipment Replacement	32,197	-	-	-	50,000
82-07-7-713	Streets-Vehicle Replacement	-	43,509	105,000	93,300	40,000
82-07-7-720	Parks- Equipment Replacement	12,691	30,933	30,000	29,200	53,000
82-07-7-722	Fleet-Vehicle Replacement	-	-	55,000	59,100	-
82-07-7-723	Building & Zoning-Vehicle Replacement	-	-	22,000	21,900	22,000
TOTAL CAPITAL OUTLAY-MOTOR POOL		\$ 224,928	\$ 312,500	\$ 472,000	\$ 456,400	\$ 210,000
CAPITAL OUTLAY-STREETS/SIDEWALKS/SIGNALS						
82-08-7-703	Resurfacing	\$ 1,115,460	\$ 1,716,294	\$ 1,595,000	\$ 2,226,000	\$ 11,206,400
82-08-7-704	Sidewalk Construction	-	43,314	25,000	24,500	-
82-08-7-710	Safe Routes to School Program	88,016	7,362	35,000	-	-
82-08-7-725	Bike Path Extension	4,000	-	15,000	10,000	15,000
82-08-7-726	Roundabout-South Street	77,454	2,000	50,000	110,000	50,000
82-08-7-727	IL Route 47 IDOT Improvements	-	-	-	20,000	110,000
82-08-7-728	Bridge Replacement	-	2,021	225,000	41,800	272,000
82-08-7-730	Street light Upgrades	-	-	30,000	30,000	-
TOTAL CAPITAL OUTLAY-STREETS/SIDEWALKS/SIGNALS		\$ 1,284,930	\$ 1,770,991	\$ 1,975,000	\$ 2,462,300	\$ 11,653,400
CAPITAL OUTLAY-STORMWATER MANAGEMENT						
82-09-7-701	Storm Sewer Improvements	\$ 326,553	\$ 32,394	\$ 375,000	\$ 321,500	\$ 325,000
82-09-7-709	I&I Improvements	51,090	-	40,000	10,000	-
82-09-7-710	Library Parking Lot-Stormwater Detention	-	24,643	-	-	-
82-09-7-711	Sewer Television Equipment	-	14,875	-	-	-
TOTAL CAPITAL OUTLAY-STORMWATER MANAGEMENT		\$ 377,643	\$ 71,912	\$ 415,000	\$ 331,500	\$ 325,000
TOTAL GENERAL CORPORATE - CIP FUND EXPENSES		\$ 2,407,839	\$ 2,692,826	\$ 4,056,600	\$ 4,136,800	\$ 13,869,700
NET INCREASE (DECREASE)		\$ (761,528)	\$ 17,473	\$ (1,224,200)	\$ (1,374,500)	\$ 174,100
Ending Fund Balance					\$ 699,400	\$ 873,500

Revolving Loan Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 283,600	\$ 289,300
REVENUES						
OTHER						
85-00-5-381	Interest Income	\$ 1,043	\$ 1,011	\$ 700	\$ 900	\$ 600
85-00-5-382	Loan Interest	4,443	3,919	5,000	4,800	5,000
	TOTAL OTHER	\$ 5,486	\$ 4,930	\$ 5,700	\$ 5,700	\$ 5,600
TOTAL REVENUES		\$ 5,486	\$ 4,930	\$ 5,700	\$ 5,700	\$ 5,600
EXPENSES						
OTHER						
85-00-5-560	Uncollectable Loan Accounts	32,713	-	-	-	-
	TOTAL OTHER	\$ 32,713	\$ -	\$ -	\$ -	\$ -
TOTAL REVOLVING LOAN FUND EXPENSES		\$ 32,713	\$ -	\$ -	\$ -	\$ -
NET INCREASE (DECREASE)		\$ (27,227)	\$ 4,930	\$ 5,700	\$ 5,700	\$ 5,600
Ending Fund Balance					\$ 289,300	\$ 294,900

Environmental Management Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 463,200	\$ 409,600
REVENUES						
TAXES						
90-00-1-311	Property Taxes	\$ 267,005	\$ 263,113	\$ 233,400	\$ 232,900	\$ 233,400
	TOTAL TAXES	\$ 267,005	\$ 263,113	\$ 233,400	\$ 232,900	\$ 233,400
SALES OF GOODS AND SERVICES						
90-00-3-370	Refuse Sales Late Fees	\$ 25,887	\$ 24,757	\$ 25,300	\$ 27,500	\$ 27,700
90-00-3-371	Refuse Sales	1,174,184	1,250,290	1,274,400	1,297,000	1,316,500
	TOTAL SALES OF GOODS AND SERVICES	\$ 1,200,071	\$ 1,275,047	\$ 1,299,700	\$ 1,324,500	\$ 1,344,200
OTHER						
90-00-5-379	Single Use Bag Fee	\$ -	\$ -	\$ -	\$ 10,000	\$ 20,000
90-00-5-381	Interest Income	4,839	7,820	9,000	10,800	8,000
90-00-5-386	Recycling Bag Donations	2,265	806	1,000	-	-
	TOTAL OTHER	\$ 7,104	\$ 8,626	\$ 10,000	\$ 20,800	\$ 28,000
TOTAL REVENUES (BEFORE TRANSFERS)		\$ 1,474,180	\$ 1,546,786	\$ 1,543,100	\$ 1,578,200	\$ 1,605,600
TRANSFERS (TO)/FROM OTHER FUNDS						
90-00-9-914	Transfer to Debt Service Fund	\$ (202,600)	\$ (199,300)	\$ (199,300)	\$ (199,300)	\$ (195,700)
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ (202,600)	\$ (199,300)	\$ (199,300)	\$ (199,300)	\$ (195,700)
TOTAL REVENUES (AFTER TRANSFERS)		\$ 1,271,580	\$ 1,347,486	\$ 1,343,800	\$ 1,378,900	\$ 1,409,900
EXPENSES						
CONTRACTUAL SERVICES						
90-00-5-506	USEPA Oversight	\$ 1,692	\$ -	\$ 2,500	\$ 33,300	\$ 4,000
90-00-5-537	Printing	5,118	5,086	5,200	5,400	5,600
90-00-5-560	Waste Disposal Service	31,838	54,367	70,000	45,000	60,000
90-00-5-561	Residential Waste Disposal	1,150,848	1,222,232	1,247,500	1,285,900	1,305,200
90-00-5-570	Yard Waste Disposal	16,846	13,910	15,000	15,100	18,000
90-00-5-703	Wetlands Maintenance/Improvement	11,580	19,700	15,000	15,000	17,000
90-00-5-704	Landfill	27,000	11,000	31,000	31,000	15,000
	TOTAL CONTRACTUAL SERVICES	\$ 1,244,922	\$ 1,326,295	\$ 1,386,200	\$ 1,430,700	\$ 1,424,800
COMMODITIES						
90-00-6-606	Recycling Bags	\$ 393	\$ -	\$ -	\$ -	\$ -
90-00-6-609	Alternate Ice Control Methods	17,895	-	-	-	-
90-00-6-610	Environmental Education Program	1,788	1,788	1,800	1,800	1,800
	TOTAL COMMODITIES	\$ 20,076	\$ 1,788	\$ 1,800	\$ 1,800	\$ 1,800
TOTAL ENVIRONMENTAL MANAGEMENT EXPENSES		\$ 1,264,998	\$ 1,328,083	\$ 1,388,000	\$ 1,432,500	\$ 1,426,600
NET INCREASE (DECREASE)		\$ 6,582	\$ 19,403	\$ (44,200)	\$ (53,600)	\$ (16,700)
Ending Fund Balance					\$ 409,600	\$ 392,900

Hotel/Motel Tax Fund

Account Number	Account Description	FY17/18 Actual	FY18/19 Actual	FY19/20 Budget	FY19/20 Projected	FY20/21 Proposed
Beginning Fund Balance					\$ 114,500	\$ 114,500
REVENUES						
TAXES						
91-00-1-320	Hotel/Motel Taxes	\$ 85,538	\$ 91,119	\$ 89,000	\$ 98,500	\$ 89,000
	TOTAL TAXES	\$ 85,538	\$ 91,119	\$ 89,000	\$ 98,500	\$ 89,000
TOTAL REVENUES (BEFORE TRANSFERS)		<u>\$ 85,538</u>	<u>\$ 91,119</u>	<u>\$ 89,000</u>	<u>\$ 98,500</u>	<u>\$ 89,000</u>
TRANSFERS (TO)/FROM OTHER FUNDS						
91-00-9-396	Transfer from General Fund	\$ 3,000	\$ 5,500	\$ 31,500	\$ 23,000	\$ 33,500
91-00-9-898	Transfer to Performing Arts Fund	(30,000)	(30,000)	(40,000)	(40,000)	(40,000)
	TOTAL TRANSFERS (TO)/FROM OTHER FUNDS	\$ (27,000)	\$ (24,500)	\$ (8,500)	\$ (17,000)	\$ (6,500)
TOTAL REVENUES (AFTER TRANSFERS)		<u>\$ 58,538</u>	<u>\$ 66,619</u>	<u>\$ 80,500</u>	<u>\$ 81,500</u>	<u>\$ 82,500</u>
EXPENSES						
CONTRACTUAL SERVICES						
91-00-5-501	Council Disbursements	\$ 59,250	\$ 60,500	\$ 82,500	\$ 81,500	\$ 82,500
	TOTAL CONTRACTUAL SERVICES	\$ 59,250	\$ 60,500	\$ 82,500	\$ 81,500	\$ 82,500
TOTAL HOTEL/MOTEL TAX FUND EXPENSES		<u>\$ 59,250</u>	<u>\$ 60,500</u>	<u>\$ 82,500</u>	<u>\$ 81,500</u>	<u>\$ 82,500</u>
NET INCREASE (DECREASE)		\$ (712)	\$ 6,119	\$ (2,000)	\$ -	\$ -
Ending Fund Balance					\$ 114,500	\$ 114,500



**City of
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MEMORANDUM

FOR: June 16, 2020, City Council Meeting

TO: Roscoe Stelford, City Manager

FROM: Joseph Napolitano, Director of Building & Zoning

SUBJECT: DISCUSSION – Food Truck Regulations

ATTACHMENTS:

- 1) Title III, Section 3.6.3, Municipal Code, Temporary Vendors
- 2) City Council Agenda Item on Temporary Vendors and Peddlers, 02/21/12
- 3) Excerpt from 02/21/12 City Council Minutes
- 4) Section 7B.3.7, Temporary Uses, and Section 7B.3.8.I, Mobile Food Kitchens, Unified Development Ordinance
- 5) City Council Agenda Item on Temporary Uses, Mobile Food Kitchens, 09/20/11
- 6) Excerpt from 09/20/11 City Council Minutes

With the outdoor dining opportunities allowed within Phase 3 of the Restore Illinois Plan, several businesses are starting to partner with food truck operators to supplement their offerings and expand their customer base. Neighboring businesses have expressed concerns regarding these food trucks and the potential competition in an already challenged environment. Therefore, City Council's consideration of the existing regulations as constituted, and possible modifications to address the current circumstances would be appropriate.

Existing regulations in the Municipal Code (Title III, Chapter 6, Section 3.6.3) address food trucks located on public property while the Unified Development Ordinance (UDO) (Section 7B.3.7 and 7B3.8.I) addresses food trucks on private property.

Food Trucks on Public Property:

Food trucks on public property are considered Temporary Vendors and must obtain a temporary vendor license. The Ordinance approving this language was adopted by the City Council on February 21, 2012. Background information from that meeting is attached to provide context.

Applications for a temporary vendor license must be filled out and submitted to the City Administration at least seven days in advance before the vendor can provide services. An applicant

must provide proof of liability insurance naming the City of Woodstock as certificate holder and additionally insured, provide proof of health department permits, provide proof of driver's license and execute a hold harmless agreement. A background check, paid for by the applicant, is also required, but there are provisions for the City Manager to waive this requirement. An applicant must abide by all other conditions for approval as set forth by the City of Woodstock, including, but not limited to, location of concession(s), duration of stay, placement of signage, use of auxiliary equipment, and trash collection. The City reserves the right in its sole discretion to determine the number of temporary vendor licenses to be issued and to refuse issuance of or to rescind a license.

The fee for a temporary vendor's license is \$100 per season (January 1 through December 31), plus an additional \$50 fee for each subsequent vehicle owned by the same applicant. The majority of food trucks that have previously been operating within the City were in coordination with special events, and therefore, did not require any approvals.

Food Trucks on Private Property:

Food trucks (Mobile Food Kitchens) on private property are considered a Temporary Use and must obtain a Temporary Use Permit. The Ordinance approving this language was adopted by the City Council on September 20, 2011. Background information from that meeting is attached to provide context.

Applications must be filled out and submitted to the Building and Zoning Department at least 15 business days before the start of the temporary use. An applicant must provide a site plan showing the location of the temporary use and all site improvements, signed, written permission from the owner of the subject property, specific dates and hours of operation, proof of health department permits, provisions for parking, site access, site utilities and appearance. Other stipulations include: must be in a B2, B3, B4, B5, M1 or M2 zoning district, but not on property zoned or used for residential activity, and shall not be allowed to operate in a location within 150 feet of any existing food-service establishment or restaurant unless written consent of the proprietor of said food-service establishment or restaurant is provided to the City.

The fee for a Mobile Food Kitchen Temporary Use is \$500 and valid for one year, but not beyond December 31 of the year in which issued, and is applicable to only one vehicle.

Discussion

Food trucks provide additional food options for residents and businesses in the community and can attract people from out-of-town who may patronize other nearby shops and businesses. Conversely, they can take business away from established brick and mortar restaurants in the community. The adopted regulations for food trucks were developed to provide specific criteria to address the potential impacts, but also to allow the City some discretion when considering these requests. However, this language was developed over eight years ago and conditions have changed, so the City Council may want to consider changes. Some issues to discuss include:

- Keep separate code and application requirements for food trucks on public and private property.
- Limit the number of food truck licenses/permits allowed each year.
- Place additional limitations on where food trucks are allowed.
- Increase or decrease license/permit fees.

- Consider different fees based on the number of times a food truck will be conducting business in Woodstock (one-time, five times, 20 times, yearly).
- Obtaining permission from nearby competing businesses for food trucks using public/private property.

Staff is seeking direction from the City Council on what, if any changes, they would like to consider in the future. Based on Council's direction, Staff will prepare an Ordinance for consideration at the July 21st City Council meeting for modifications to the regulations concerning food trucks on public property. In regards to food trucks on private property, the UDO amendments require a public hearing and a recommendation from the Plan Commission, which could be expedited, but may not be ready until the first meeting in August. Council's modifications to the regulations, if any, could be addressed temporarily by administrative efforts during the interim, depending on the modifications desired.

Council's direction is requested.



Reviewed and Approved by:

Roscoe C. Stelford III

City Manager

EXCERPT FROM WOODSTOCK MUNICIPAL CODE

3.6.3: TEMPORARY VENDORS:

- A. No person shall do business on public property in the city of Woodstock as a temporary vendor without a license, unless part of an approved event on the Square. Peddlers shall not be considered temporary vendors.
- B. Possession of a temporary vendor license is a privilege, not a right; and the city reserves the right in its sole discretion to determine the number of temporary vendor licenses to be issued and to refuse issuance of or to rescind said license.
- C. Any vendor who violates the terms or conditions of the license is subject to revocation of the license.
- D. Applications for a temporary vendor's license shall be made to the city upon forms supplied by the city, not less than seven (7) business days in advance of the date for which the license is requested. No license shall be issued unless the application has been completed in full.
- E. If determined necessary by the city, applicant and all designated employees must submit to and satisfactorily pass a background check. Actual cost for a city approved background check shall be paid for in advance by the applicant. Upon approval of and at the discretion of the city manager, the requirement for a background check may be waived for any individual able to present proof of a satisfactory background check conducted within the calendar year of the application.
- F. In addition to completed application, applicant must supply proof of liability insurance, naming the city of Woodstock as certificate holder and additional insured, for the activity to be licensed in an amount not less than one hundred thousand dollars (\$100,000.00) combined single limit.
- G. If applicable, applicant must supply proof of health department permit.
- H. If applicable, applicant must supply proof of valid driver's license.
- I. Prior to issuance of license, applicant must execute a hold harmless agreement with the city of Woodstock.
- J. The fee for a temporary vendor's license for the first vehicle/concession is one hundred dollars (\$100.00) per season, defined as the calendar year, January 1 through December 31. The fee for a temporary vendor's license for each subsequent vehicle/concession owned by the same applicant shall be fifty dollars (\$50.00) per calendar year. All temporary vendor licenses shall terminate on December 31 following date of issuance.
- K. Applicant must abide by all other conditions for approval as set forth by the city of Woodstock, including, but not limited to, location of concession(s), duration of stay, placement of signage, use of auxiliary equipment, and trash collection.
- L. Upon approval of the city manager and upon satisfactory execution of a document stating same, the requirement for background checks and the fee for a temporary vendor's license may be waived for any not for profit group operating a concession by and for the exclusive benefit of the not for profit.

M. The temporary vendor license issued in conformity with the provisions of this section shall be displayed at all times in a prominent place in said concession.

N. Any and all temporary vendor licenses shall be subject to any restrictions or conditions deemed desirable by the city. (Ord. 12-O-16, 2-21-2012)



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TO: Honorable Mayor and City Council
Timothy J. Clifton, City Manager

FROM: Cindy Smiley, Executive Assistant

DATE: February 2, 2012

RE: Peddlers/Temporary Vendor Licenses

As Council is aware, the City Administration has been working on revisions to the City's policy and corresponding ordinance regarding Peddlers and Temporary Vendors who wish to vend on public property. In 2011, the City Council approved a mechanism for the issuance of a Special Use Permit to a vendor wishing to have a temporary "mobile kitchen" on private property.

GENERAL INFORMATION

As written, the policy and ordinance will provide for basically the same licensing procedure and fees for both peddlers and temporary vendors, the difference being that a peddler operates a moving/movable vehicle from which he sells his wares, stopping for brief periods of time (i.e. ice cream vendor), while a temporary vendor operates a stationary stand which is left at a set location for a period of time (i.e. a food stand at a sporting event). A solicitor would be a salesperson who goes door to door, uninvited, in an attempt to sell something.

Due to the unique nature of the venue and the events themselves, vendors at approved events on the Square, such as Fair Diddley or the Farmers Market, would not be covered by this ordinance as they must abide by the fees and guidelines established by the event organizer and the requirements set forth by the City as part of the event approval process. Consequently, except where specifically noted as applying to the Park in the Square, any reference to a City Park in this document does not refer to the Park in the Square.

While the policy and the ordinance sets forth parameters and requirements to be followed, each application will be looked at and evaluated independently based upon the vendor's requests and needs. For example, an applicant may also be required to abide by conditions (location, electrical usage, trash disposal etc.) set forth by the City Administration during the approval process for locating in a public park other than the Square. In this case, those conditions would become part of the process for approval of the peddler/temporary vendor license.

Should a temporary vendor wish to vend at various locations and on various dates, only one license will be required. All locations must have prior approval; however, and all employees age 17 or older must have satisfactorily passed the background check procedure, as outlined later in this memo.

In anticipation of the possibility of one vending company operating two different vehicles in the City, the ordinance includes a sliding scale for the 2nd and subsequent vehicles.

Possession of a Temporary Vendor License or a Peddler's License is a privilege, not a right; and the City reserves the right in its sole discretion to determine the number of peddler's/temporary vendor licenses to be issued and to refuse issuance of or to rescind said license. Any vendor and/or peddler who violates the terms or conditions of his license is subject to revocation of the license. In addition, each application will be reviewed on its own merit and nothing in this policy or in the ordinance is to be construed as automatic approval of a license application.

EXCLUSIVITY

Based upon Council's direction at the most recent City Council Workshop, neither a Peddler's License or a Temporary Vendor License would provide exclusivity to the holder, with one exception. If the organizer of an approved event held in one of the City's parks requests that a vendor be considered the exclusive vendor for that event, the organizer may prohibit other vendors from selling at THE SPECIFIC LOCATION OF THE EVENT GAME(S) during the hours of the event only. In other words, if an organizer is holding a tournament using the Dream Field, they may designate a vendor who would have rights to vend exclusively in the area of that field. Other vendors may, however, vend in other areas of the Park such as the soccer fields, for example. Maps will be available which designate the exclusive area for each site. Should an event involve multiple sites within a park (but not the entire park), the City reserves the right to determine the area of exclusivity. If an event organizer wishes to designate an exclusive vendor, the organizer must provide written notice of this arrangement and be responsible for enforcement of the exclusivity. In addition, an organizer may designate more than one "exclusive" vendor. (For further clarification, an approved sports tournament would be considered an event, but individual games that are not part of a larger tournament would not.)

No peddler or temporary vendor may set up to sell in the Aquatic Center parking lot during the hours the center is in operation as that position is filled through an RFP process.

BACKGROUND CHECKS

At the urging of the City's insurer, background checks will be required for all applicants and any employees over the age of 17. If the applicant and/or any employees have satisfactorily passed a background check procedure elsewhere within the calendar year, documentation may be provided to the City which, at the City's discretion, may be accepted in lieu of the background check required by the ordinance. Should the City determine that a further background check is needed, however, it remains a condition of licensing. Concessions operated by a not-for profit solely for the benefit of the NFP at an event sponsored by the NFP will be required to obtain a temporary vendor license. The fee and the background check requirements will be waived, however, provided a representative of the NFP signs a waiver absolving the City of liability.

PROCEDURE AND EXAMPLES

Temporary Vendor Request (Public Park other than Park in the Square)

When a prospective vendor contacts the City requesting to operate as a temporary vendor with a "stand" in one of the City's parks, he/she will be referred to the Office of the City Manager to fill out an application for a Temporary Vendor License. The application submittal must include proof of insurance and proof of a Health Department Permit (if applicable), and the necessary paperwork and associated fee(s) for the background check(s) which will be conducted by the HR Department. Should it be deemed necessary, the application will be referred to Public Works to

determine whether the vendor's needs can be met (electricity, location, etc.). Once any required approvals have been given by Public Works, the application will be returned to the Office of the City Manager to be forwarded to the HR Department for completion of the background check(s). Provided the required information and documentation is satisfactory and the background check(s) come back clean and upon payment of the license fee, a temporary vendor's license may be issued to the vendor. A copy of the license would then be forwarded to the Office of the City Clerk and the Chief of Police. Should the applicant wish to withdraw the application at any time during this process prior to the initiation of the background check procedure, the fee associated with the background check will be refunded. This license will allow the vendor to sell in any City park as long as the location and other requirements have been approved unless an exclusive arrangement has been made with an organizer as part of an event.

Example #1: Joe's Concessions wishes to vend at XYZ League games at Merryman. Joe must first come to the Office of the City Manager (OCM) to complete an application and provide all associated documentation and fees. The OCM determines that Public Works' approval will be needed to determine the location where he could place his stand and whether he has any other needs, such as water or electric, which may or may not be accommodated. Following satisfactory completion of the DPW process, Joe's application would be forwarded to the HR Department for background checks on Joe and all his employees (age 17 and over). Upon receipt of satisfactory background check and upon payment of the license fee, Joe may be issued a Temporary Vendor License which would allow Joe to vend at any games at Merryman as long as they are not part of an event and as long as he abides by the conditions of approval. In addition, Joe may wish to vend at other locations, such as games at Sullivan Field. Following satisfactory completion of the DPW process to determine location and needs, he may do so for any games not part of an event without obtaining an additional license. Of course, exclusivity would not apply and other licensed vendors would also be permitted to vend at these locations.

Example #2: XYZ League (which is a not-for-profit) wishes to vend at their own games using only parents and volunteers with the League receiving 100% of the profit. XYZ League must apply for a Temporary Vendor License and work with the Department of Public Works to determine location and other needs. No fee will be assessed; however, and no background check(s) will be required. There would be no exclusivity associated with this license however, and another licensed vendor would also be able to sell at the games.

Example #3: Joe's Concessions (already licensed as above) wishes to vend at the 4th of July XYZ League Tournament. If XYZ League has not and does not wish to designate an exclusive vendor, he may do so as indicated above without exclusivity as long as he is licensed. If the League designates him as such, he may vend with exclusivity. Should Joe not already be licensed, he must go through the licensing and background check process as outlined above. (Again, Joe would have exclusive rights in the event location, but not necessarily in the entire park.)

Temporary Vendor Request (Park in the Square if not associated with an event, Public Streets, Public Sidewalks, Public Parking Lot, etc)

It is noted that approval of any vending at these locations is at the discretion of the City Administration.

When a prospective vendor contacts the City requesting to operate as a temporary vendor with a “stand” on any public property other than one of the City’s parks, he/she will be referred to the Office of the City Manager to discuss requirements, including location. Following approval of the location, he/she will be required to fill out an application for a temporary vendor license. This application process will include supplying all required information and documentation, as well as filling out the necessary paperwork for the background check(s), which will be conducted by the HR Department. At the time the application is submitted, the vendor will be required to pay any fees associated with the background check procedure. Provided the required information and documentation is satisfactory and the background check(s) come back clean and upon payment of the license fee, a temporary vendor’s license may be issued to the vendor. A copy of the license should then be forwarded to the Office of the City Clerk and the Chief of Police. As this license will be good for the calendar year, should the vendor wish to vend at another time or location, it would not be necessary to through the application process. Rather, the vendor would meet with the City Manager’s Office to determine location, needs, and to obtain permission.

Example #1: Joe’s Hot Dogs wishes to vend on the Square during City band concerts on Wednesday night’s.. The above-referenced procedure would be followed without input from the Department of Public Works. Joe would work with the Office of the City Manager to discuss proposed location and need, and the City Manager’s Office would also deal with any issues involving exclusivity.

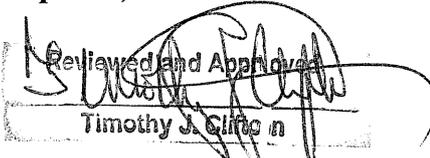
Subsequently, Joe wishes to continue to vend on Wednesday night’s following the end of the band concerts. It would not be necessary for Joe to go through the licensing process, but rather he would meet with the City Manager’s office to discuss and obtain permission which would be at the discretion of the City.

Example #2: Joe’s Hot Dogs wishes to vend at Fair Diddley on the Square. As this is an approved event on the Square, Joe would be referred to the event organizer whose responsibility it would be to ensure that all Health Department, etc. regulations are followed. No Temporary Vendor License would be required for Joe to vend at this event, however he must abide by all conditions established by the City and the Event Organizer at the event organization meeting(s).

Peddler Request – Ice Cream Vendor

When a prospective vendor contacts the City requesting to operate as a peddler on City streets and within the City’s parks, he/she will be referred to the Office of the City Manager to fill out an application for a peddler’s license. This application process will include supplying all required information and documentation, as well as filling out the necessary paperwork and providing the associated fees for the background check(s), which will be conducted by the HR Department. Providing the required information and documentation is satisfactory and the background check(s) come back clean and upon payment of the license fee, a peddler’s license may be issued to the vendor. A copy of the license should then be forwarded to the Office of the City Clerk and the Chief of Police.

If Council is supportive of this action, approval is recommended for the attached ordinance, identified as Document No. 7, “An Ordinance Amending Title 3, Business and License Regulation, Chapter 6, Peddlers and Solicitors of the Woodstock City Code.”

Reviewed and Approved

Timothy J. Clifton

ORDINANCE NO. 12-O-_____

**An Ordinance Amending Title 3, Business and License Regulation,
Chapter 6, Peddlers and Solicitors, of the Woodstock City Code**

BE IT ORDAINED by the CITY COUNCIL of the CITY OF WOODSTOCK, McHenry County, Illinois, as follows:

SECTION 1: Section 3.6.1 Definitions, of the Woodstock City Code, shall hereby be amended to read:

3.6.1 Definitions:

For the purpose of this chapter, the following words as used herein shall be construed to have the meaning ascribed thereto:

HAWKING/PEDDLING: The use of the public streets by audibly soliciting orders for or selling goods, wares, or other merchandise from a moving vehicle.

RESIDENCE; Every separate living unit occupied for residential purposes by one or more persons contained within any type of building or structure.

SOLICITING: The door-to-door seeking to obtain the sale or good, ware, merchandise, foodstuffs, services of any kind, nature or character for any kind of consideration for delivery at the premises where sold or the seeking to obtain orders for the purchase of goods, ware, merchandise, foodstuffs, services of any kind, character or description whatever for any consideration

TEMPORARY VENDOR: Any person engaging or intending to engage in business as a merchant in a temporary, stationary structure on public property in the City of Woodstock.

SECTION 2: Section 3.6.3, Temporary Merchants, shall hereby be amended to read as follows:

3.6.3 Temporary Vendors

- A. No person shall do business on public property in the City of Woodstock as a temporary vendor without a license, unless part of an approved event on the Square. A temporary vendor is any person engaging or intending to engage in business as a merchant in the City

from a temporary stationary structure on public property. Peddlers shall not be considered temporary vendors.

- B. Possession of a Temporary Vendor License is a privilege, not a right; and the City reserves the right in its sole discretion to determine the number of temporary vendor licenses to be issued and to refuse issuance of or to rescind said license.
- C. Any vendor who violates the terms or conditions of the license is subject to revocation of the license.
- D. Applications for a temporary vendor's license shall be made to the City upon forms supplied by the City, not less than seven business days in advance of the date for which the license is requested. No license shall be issued unless the application has been completed in full.
- E. If determined necessary by the City, applicant and all designated employees must submit to and satisfactorily pass a background check. Cost for said background check shall be \$55 per individual, paid in advance. Upon approval of and at the discretion of the City Manager, the requirement for a background check may be waived for any individual able to present proof of a satisfactory background check conducted within the calendar year of the application.
- F. In addition to completed application, applicant must supply proof of liability insurance, naming the City of Woodstock as Certificate Holder and Additional Insured, for the activity to be licensed in an amount not less than one hundred thousand dollars (\$100,000.00) combined single limit.
- G. If applicable, applicant must supply proof of Health Department Permit.
- H. If applicable, applicant must supply proof of valid driver's license.
- I. Prior to issuance of license, applicant must execute a Hold Harmless Agreement with the City of Woodstock.
- J. The fee for a temporary vendor's license is \$100 per season, defined as the calendar year, January 1st through December 31st. All temporary vendor licenses shall terminate on December 31st following date of issuance.
- K. Applicant must abide by all other conditions for approval as set forth by the City of Woodstock, including, but not limited to location of concession(s), duration of stay, placement of signage, use of auxiliary equipment, and trash collection.
- L. Upon approval of the City Manager and upon satisfactory execution of a document stating same, the requirement for background checks and the fee for a temporary vendor's license may be waived for any Not-for-Profit group operating a concession by and for the exclusive benefit of the Not-for-Profit.
- M. The Temporary Vendor License issued in conformity with the provisions of this act shall be displayed at all times in a prominent place in said concession.
- N. Any and all Temporary Vendor Licenses shall be subject to any restrictions or conditions deemed desirable by the City.

SECTION 3. Section 3.6.5, Peddlers, shall hereby be amended to read as follows:

3.6.5 Peddlers:

- A. No person shall engage in the business of hawker or peddler of any merchandise, article or thing in the City of Woodstock without a license.
- B. Possession of a Peddler's License is a privilege, not a right; and the City reserves the right in its sole discretion to determine the number of temporary vendor licenses to be issued and to refuse issuance of or to rescind said license.
- C. Any peddler who violates the terms or conditions of the license is subject to revocation of the license.
- D. Applications for a peddler's license shall be made to the Office of the City Manager upon forms supplied by the City, not less than seven business days in advance of the date for which the license is requested. No license shall be issued unless the application shall be completed in full.
- E. If determined necessary by the City, applicant and all designated employees must submit to and satisfactorily pass a background check. Cost for said background check shall be \$55 per individual, paid in advance. Upon approval of and at the discretion of the City Manager, the requirement for a background check may be waived on any individual able to present proof of a satisfactory background check conducted within the calendar year of the application.
- F. In addition to the completed application, applicant must supply proof of liability insurance, naming the City of Woodstock as Certificate Holder and Additional Insured, for the activity to be licensed in an amount not less than one hundred thousand dollars (\$100,000.00) combined single limit.
- G. If applicable, applicant must supply proof of Health Department Permit.
- H. If applicable, applicant must supply proof of valid driver's license for all required individuals.
- I. Prior to issuance of license, applicant must execute a Hold Harmless Agreement with the City of Woodstock.
- J. The fee for a Peddler's License is \$100.00 for the first vehicle per calendar year, January 1st through December 31st. The fee for a Peddler's License for all subsequent vehicles owned by the same applicant shall be \$50.00 per calendar year. All peddler's licenses shall expire on December 31st following date of issuance.
- K. Applicant must abide by all other conditions for approval as set forth by the City of Woodstock, including, but not limited to location of sales.
- L. No peddler or hawker shall be guilty of any fraud, cheating or misrepresentation, whether through himself or through an employee, while acting as a peddler, nor shall barter, sell or peddle any goods, ware, or merchandise other than those specified in his application for license.
- M. Any and all licenses shall be subject to any restrictions or conditions deemed

desirable by the City.

SECTION 4: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 5: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6: This Ordinance shall be known as Ordinance _____ and shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:

Nays:

Abstentions:

Absentees:

APPROVED:

Mayor Brian Sager, Ph.D.

(SEAL)

ATTEST: _____
City Clerk Dianne Mitchell

Passed: _____

Approved: _____

Published: _____

CERTIFICATION

I, DIANNE MITCHELL, do hereby certify that I am the duly appointed, acting and qualified Clerk of the City of Woodstock, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Council members of said City.

I do hereby further certify that at a regular meeting of the Woodstock City Council, held on the _____ day of _____, 2012, the foregoing Ordinance entitled, ***An Ordinance Amending Title 3, Business and License Regulation, Chapter 6, Peddlers and Solicitors, of the Woodstock City Code***, was duly passed by said City Council.

The pamphlet form of Ordinance No. 12-O-_____, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the ____ day of _____, 2012, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

GIVEN under my hand and corporate seal of the City of Woodstock this _____ day of _____, 2012.

Dianne Mitchell, Clerk
City of Woodstock,
McHenry County, Illinois

(SEAL)

RB Thompson continued discussion regarding the harmful impact of allowing opportunities for people who have been drinking to easily obtain more liquor, which Mayor Sager rebutted that this type of issue can be an issue at any convenience store. R. Ahrens stated that Walgreens probably has a surveillance system in place. M. Turner stated that Walgreens has both the responsibility to manage it and the incentive to stop theft. He continued saying that he doesn't deny there are risks but that he wouldn't use it as a basis to deny the request. Mayor Sager stated that Walgreens would have the same degree of accountability relative to the liquor ordinances and if there are violations they would be subject to the associated penalties. M. Saladin stated that he believes these concerns are something to discuss with Walgreens, but he does not see it as a reason to deny the request. M. Turner stated that Walgreens determines how to run its business and they are aware that they will be penalized for any violations. He stated that he can't deny a request based on something possibly happening. He trusts that if the Council grants the request, Walgreens will run it appropriately. R. Ahrens stated that he trusts that Walgreens has the capabilities of dealing with those types of situations but he doesn't have a problem discussing concerns with them. There were questions regarding the time frame of approval for Walgreen's liquor licenses. C. Smiley stated that she believes it has been two years.

Motion by M. Turner, second by J. Dillon to approve Document 1 b, Ordinance 12-0-14 amending Section 3.3.6, Classification of Licenses; Number and Fees of the Woodstock City Code which would increase the number of Class B-3 liquor licenses by (1) one for Walgreen Company.

A roll call vote was taken. Ayes: M. Saladin, RB Thompson, M. Larson, J. Dillon, M. Turner, R. Ahrens, Mayor Sager. Nays: None. Absentees: None. Abstentions: None. Motion carried.

E5 - Peddlers/Temporary Vendor Licenses

M. Saladin asked if the City Manager's office will control all of the reviews, licenses and exclusivities; Mayor Sager affirmed. Mayor Sager stated that it falls under the same type of responsibilities that C. Smiley already handles. Mayor Sager advised that C. Smiley was the author of the documents and he believes that she has done a great job formatting the document in a logical, considerate manner identifying the various opportunities and options. He stated that she worked hard with the local vendors to determine how to make it a workable document that will provide a degree of equitability. He stated that he doesn't believe that there should be a difference in a vendor's license and a peddler's license in terms of a second vehicle, which is the basis of the amendment. Mayor Sager asked Council for approval to say that anything considered with the peddler/vendor decision includes the amendment. RB Thompson voiced his objection and advised that there is a little ambiguity in the second sentence. He believes it should be stated as "for each subsequent vehicle;" Mayor Sager affirmed and advised that the language needs to match for both vendors and peddlers. Mayor Sager clarified that in terms of temporary vendors and peddlers the language would be the same and stated as: "The fee for a temporary vendor's license is \$100 for the first vehicle concession per calendar year January 1st – December 31st. The fee for temporary vendor's license for each subsequent vehicle concession owned by the same applicant shall be \$50 per calendar year. All temporary vendor licenses shall expire on December 31st following date of issuance." He

stated that “peddler’s license” would be substituted for the words “vendor’s license” in the peddler version. Mayor Sager asked if the Council members would approve the amendments and they all affirmed. Mayor Sager asked if there were any comments from the public.

Mark Adolphus, 3513 Lake Vista Lane, Wonder Lake, stated that he has a couple of concerns to address regarding the ordinance revisions. He has a concern with the \$55 fee associated with background checks. He stated that he has talked to City Staff and was assured that the only concern regarding background checks is to identify sex offenders. He reviewed the process for background checks and stated that it seemed to include more steps and costs than needed. He stated that his concern with cost is based on the fact that most of the vendors are small operations that deal with a lot of part-time help which would generate a lot of cost for the required background checks. He researched Background Checks online, which he stated is the source used by the City, and he found that a check for sex offenders is \$20 so he was unsure how the remaining portion of the fee is used. He feels that the \$55 fee can be reduced based on the concerns of the vendors as well as the supporting information he found online.

M. Adolphus stated that his other concern was in regards to the language in all of the documents indicating that events held on the Square are going to be excluded from the fees and regulations. He said that he does not understand why the City wouldn’t be concerned with identifying sex offenders at the largest events. He stated that if it’s not important to have checks for the large events on the Square then why is it necessary for the smaller vendors. He also referenced the food stand at the aquatic center which is an RFP situation and therefore is excluded from the fees and regulations even though they are in contact were hundreds of minors a day.

Mayor Sager stated that the aquatic center is a RFP that is vetted by the time it would be approved by City Council so it is a totally different situation. He said that they also pay rent to the City for the opportunity. Mayor Sager stated that the events on the Square are almost exclusively organized by other entities and they are required to control all the vendors associated with the event. He said that those particular events, aside from the aquatic center, are not more geared toward young people. He stated that young kids are the primary market for vendors in the city parks at sporting events. He said that the City has a stewardship responsibility to oversee the safety and welfare of minors which is done through background checks. He advised that the City, under its concern with liability, must assume that responsibility. Mayor Sager asked C. Smiley and Chief Lowen to identify if there are ways to provide background checks more economically.

M. Adolphus provided another example of escalating background check fees in regards to the Jaycees selling glow sticks on 4th of July in Emricson Park who employ as many as thirty people for the event, which is their largest charity event. Mayor Sager advised that the Jaycees are not required to get background checks by the City because the event is organized by a separate committee with an agreement to use the park. He stated that it is the same situation as the events on the Square that are organized by a not-for-profit organization which then has the authority to control the vendors. M. Adolphus asked how it would be different for a baseball tournament that is organized by outside corporations who accept the responsibility for the event. T. Clifton advised there is a

major liability question with licensing the permit for the vendor. He advised that the City does not license the events on the Square; the organizations that host the event would be liable financially as well as accountable for insurance issues. He stated that the City becomes liable when a permit is issued to a vendor which makes the City accountable if proper background checks aren't done leaving open the possibility of law suits if a violation occurs.

Mayor Sager asked for more information on the background checks. T. Clifton stated that at the start of the process it was thought that the cost for background checks was going to much greater than \$50, but by checking with other municipalities and utilizing information provided by HR Director Deb Schober, it was found that it can be done lower. He advised that if the City can lower the fees it will, but he pointed out that this is a permit allowing a vendor to do something that every other citizen can't do. He stated that with the extra request comes a user fee which is in addition to the background check service. T. Clifton advised that there is a break provided for vendors with employees that work in other communities and the City will accept proper background check documentation from the other municipalities. He advised that there is cost to the City to do those types of checks and investigations, but he has no problem with the Council removing the dollar amount from the ordinance although it would provide no security to the vendors for rate increases. Chief Lowen stated that police computers cannot be used for anything other than police business. He stated that it costs \$35 to check fingerprints which can take one month to 6 weeks to receive results. He also advised that a name check can be done at a cost of \$18.

Mayor Sager stated that a couple of options would be to eliminate the dollar amount or to change the annual requirement; possibly make it every other year or every three years. R. Schlossberg advised that it would be a risk issue to ask of the insurance carrier rather than a legal issue, but she felt three years would be too long. R. Ahrens asked if the fee was strictly for a search for sex offender violations or does it include a felon search. C. Smiley advised that she believes the search also looks for convicted felons. She stated that the insurance company did not think a name check was adequate. She advised that the HR Department provided information on a background check method which is where the dollar amount developed. C. Smiley stated that the search is not just done with a name because a person's name can change it is not adequate. She advised fingerprints are not required and if the City chose the fingerprint option it takes 4-6 weeks to get the information back from the State which could be problematic if an issue is found after the license had been approved. M. Turner asked if a vendor employing a person with a felony conviction that is trying to get back in the job market would be considered a City of Woodstock insurance issue. He stated that the intent in what the City is trying to protect is the liability of the City in relation to protecting the youth. He believes the City should take steps to prevent introducing sex offenders into the wrong situations. He further stated that he is for background checks but felt that if it can be done for less, the City owes it to the small vendors to make it less cost. He stated that the events on the Square and the RFP don't have the same requirements as the rest of the City but there are still kids there. He stated that the pool is filled with kids and if the City is running an RFP it is almost as if the City is hiring them. He felt that if the RFP vendor at the pool is not doing background checks on their employees that it could be the same kind of risk. T. Clifton stated that this ordinance doesn't apply to the Square and the aquatic center, but it

doesn't mean that those types of things aren't done in those situations. M. Turner advised that the ordinance is to cover everyone and everyone needs to be treated with some level of fairness and equality. He stated that he would like to drive the fees cost as low as possible for the small vendors. Mayor Sager suggested rewording the second sentence in paragraph E in both sections for the temporary vendor license as well as the peddler's license to say "reasonable cost for said individual background check shall be paid in advance." He stated that it will be communicated to Staff that the fees need to be reasonable. R. Ahrens suggested that it should say "actual cost." M. Saladin suggested changing the statement to "the actual cost for a City approved background check shall be paid in advance by the applicant plus an administrative fee of blank;" he questioned if there were such fees. T. Clifton advised that the intent with the process was not to generate funds for the City. He advised that the tax payers shouldn't have to pay for the services and that the person getting the benefit of the license should pay the costs. M. Saladin restated the language as "The actual cost for a City approved background check shall be paid in advance by the applicant." C. Smiley advised that the intent was not only to identify sexual predators, but also to address the insurance companies concern with drug convictions. J. Dillon believes the background checks need to be more general to better serve the welfare of the citizens. M. Adolphus cited information from the Background Checks price list. Mayor Sager stated that the Council is potentially trying to eliminate the \$55 as specified in the ordinance and work with the intent to lower the fees as reasonably as possible. M. Adolphus stated that if the intent is to work towards that goal then he likes the language that has been proposed. Discussion regarding the source used by the City for background checks took place. Mayor Sager advised that the intent is to provide reasonable protection to the residents of Woodstock. The Council believes the language provided by M. Saladin is good enough to provide that protection.

Motion by M. Saladin, second by RB Thompson to amend the documents for both the temporary vendors license and the peddlers license, sub paragraph E, second sentence with the language "the actual cost for a City approved background check shall be paid in advance by the applicant."

A roll call vote was taken. Ayes: M. Saladin, RB Thompson, M. Larson, J. Dillon, M. Turner, R. Ahrens, Mayor Sager. Nays: None. Absentees: None. Abstentions: None. Motion carried.

M. Adolphus stated he has a concern with the language used in Section E in regards to the entity that runs the concession stand at the aquatic center that also contracts with Thunder to sell at football games. He feels that saying "if determined necessary" leaves it open for the City to waive background checks when the vendor sells to Thunder. He advised that he competes with that vendor to sell at the football games, however, his additional fees for background checks makes it harder for him to win the opportunity. T. Clifton advised that if the aquatic center vendor wanted to obtain a separate license they would have to go through the process. M. Adolphus stated that the language in the ordinance gives the City the opportunity to waive the checks. C. Smiley advised that it gives the City the opportunity to waive the background check for someone that has had a background check done elsewhere. M. Turner stated that he does not want to remove the language because it would create an absolute and he wants to maintain the discretion aspect. Mayor Sager felt it was best to leave it more open. C. Smiley advised that having

it more opens gives more opportunity to the vendors. M. Adolphus continued to present information he has concerns with in other areas of the document. Mayor Sager referred to paragraph B that states “possession of a temporary vendor’s license is a privilege, not a right; and the City reserves the right in its sole discretion to determine the number of temporary vendor licenses to be issued and to refuse issuance of or to rescind said license.” He stated that it is the overriding paragraph that controls everything. He stated that the City is trying to make the ordinance as reasonable and equitable as it can as well as provide the protections to the citizens of Woodstock. Mayor Sager conveyed his appreciation for the input from M. Adolphus which has helped to craft a better ordinance.

T. Clifton thanked C. Smiley for the hard work she did on the ordinance. C. Smiley thanked M. Adolphus for providing the viewpoint of a vendor and indicated that modifications to the document were a result of the meetings with him.

Motion by R. Ahrens, second by M. Saladin to approve, with amendment, Ordinance 12-O-16 amending Title 3, Business and License Regulation, Chapter 6, Peddlers and Solicitors of the Woodstock City Code.

A roll call vote was taken. Ayes: M. Saladin, RB Thompson, M. Larson, J. Dillon, M. Turner, R. Ahrens, Mayor Sager. Nays: None. Absentees: None. Abstentions: None. Motion carried.

DISCUSSION ITEM:

7. Discussion of the 5-Year Capital Improvement Program (CIP)

J. Dillon thanked the staff for developing a comprehensive document that shows how the City is doing with capital improvements. She feels that it is reflective of the current economic conditions. She believes that the document focuses on a maintenance mode and does not include anything that would be considered frivolous. She stated that it is an integral part of the plan process and she is grateful for all the work that went into in it.

R. Ahrens stated that he appreciates the effort by Staff. He thought all the items were appropriate and he feels that everything is prioritized well.

RB Thompson stated that he is surprised with the plans to move forward with the roundabout. He believes the emphasis should be on getting the Square done as a focal point although he felt the roundabout would be a focal point as well.

Mayor Sager asked the Council members to keep the CIP in the context of a planning document and reminded them that projects will be determined by the budget.

M. Saladin wanted to discuss alternative funding sources. He believes any type of a referendum would be off limits right now. He was interested in discussing lease purchase scenarios and special assessment service areas. He didn’t believe that the City has moved in the direction on special assessments as other municipalities have. T. Clifton stated that in regards lease purchase the City has participated in some of the purchases primarily for equipment. He stated that it could also be done with buildings and he suggested that the City could sell a building and lease it back but he does not advise that option in the

EXCERPTS FROM UNIFIED DEVELOPMENT ORDINANCE

7B.3.7 Temporary Uses

Temporary uses are allowed in accordance with the Table 7A.4 and all other applicable provisions of this Ordinance and do not involve the construction or alteration of any permanent building or structure.

A. Temporary Use Permits.

A temporary use shall not be established unless a temporary use permit evidencing the compliance of such use with the provisions of this Ordinance has been issued, except as provided for below. A temporary use permit shall be reviewed, approved, or revoked in accordance with the regulations contained herein and applicable regulations of the City Code. (Ordinance Number 09-O-64, adopted October 20, 2009).

B. Exempt Temporary Uses. Temporary use permits are not required for the following uses on property zoned for single-family or multi-family residential use: Seasonal greenhouses, patio covers, and temporary screen structures having an area of 120 square feet or less, temporary pool enclosures such as sun domes or season extenders, and party/event canopies. Such exempt uses shall not be attached to a principal structure, nor supplied by or connected to potable water, sanitary sewer, gas, electric or similar services. When not in use, the component parts of such uses shall not be visible from adjoining properties. (Ordinance Number 09-O-64, adopted October 20, 2009).

C. Applications. Applications for temporary use permits shall be submitted to the Community Development Director at least 15 business days prior to the date of the event or start of the temporary use, unless this time frame is reduced by the Community Development Director. Each application shall be accompanied by the following:

1. A site plan drawn to scale, showing the location of the temporary use, as well as other structures, improvements, parking areas and features that exist or are proposed on the site.
2. Signed, written permission from the owner of the subject property.
3. The specific dates and hours of operation of the temporary use

D. General Requirements for all Temporary Uses. The following requirements and standards shall apply to all temporary uses except as provided for herein:

1. The temporary use shall be compatible with surrounding development and traffic generated by the temporary use shall not negatively impact surrounding properties.
2. Permanent alterations to the site of the temporary use are prohibited.
3. No temporary or permanent electrical service or connection shall be installed without an electrical permit.
4. All inspections and permits required by the City's building and life-safety codes shall be obtained prior to and as a condition of issuance of a temporary use permit.

5. Temporary tents, as well as any other temporary structures erected as part of the temporary use, shall be located so as not to interfere with the normal operations of any permanent use located on the property. Tent specifications and a current certificate of flame resistance are required.
6. Structures and/or display of merchandise shall comply with the yard and property line setback requirements of the zoning district in which the temporary use is located. Items displayed shall not interfere with the sight triangle of the intersection of any public streets or private drives.
7. Temporary uses or structures shall not encroach into any required landscaping features.
8. Temporary sanitary facilities shall be provided in accordance with the requirements of the McHenry County Health Department and Illinois State Plumbing Code.
9. Any food service operation that sells, prepares, or serves food shall obtain applicable permits and certifications from the McHenry County Health Department and is subject to inspection.
10. No signs may be displayed in connection with a temporary use except in accordance with the City's sign control regulations set forth herein. All temporary signage shall be immediately removed when the temporary use ends.
11. In addition to required parking for any principal use on a site, parking areas shall be provided for the temporary use and shall contain the number of parking spaces required for the most similar use type under the parking regulations set forth herein. Such parking spaces shall be considered accessory to the principal use.
12. The Community Development Director shall have the authority to suspend, revoke or modify a temporary use permit immediately upon determination that the conditions and requirements of said permit have been violated. Written notice to suspend, revoke or modify the permit shall be provided to the applicant. A determination under this subsection shall be final and conclusive unless the applicant appeals such action to the Zoning Board of Appeals, by filing a Notice of Appeal with the Community Development Director within 14 calendar days after receiving said written notice.
13. The Community Development Director shall have the authority to deny a temporary use permit for any land or structure or improvements thereon upon which there is an uncorrected violation of this Ordinance, including any condition attached to a permit or approval previously granted by the City. This enforcement provision shall apply regardless of whether the current owner or applicant is responsible for the violation in question.
14. The main road or drive providing access to a temporary use shall be kept free of dust, dirt, mud and other debris.

7B.3.8 Specific Temporary Use Criteria and Requirements

- I. Mobile Kitchen (Ordinance Number 11-O-53, adopted September 20, 2011).
 1. A temporary use permit is required for the establishment and operation of a mobile kitchen on property zoned and located in a B2, B3, B4, B5, M1 or M2 zoning district. A mobile kitchen shall not be allowed to operate on property zoned or used for residential activity.
 2. A mobile kitchen shall not be allowed to operate in a location within one hundred-fifty (150) feet of any licensed food service establishment or restaurant. This requirement may be waived if written consent of the proprietor of said licensed food service establishment or restaurant is provided to the City. No person shall pay or accept payment for such consent.
 3. A separate temporary use permit shall be required for each location used as the site of a mobile kitchen. Any person desiring to operate a mobile kitchen shall make a written application for such temporary use permit to the City. The application shall be on forms provided by the City and shall include the following:
 - A. Name, signature, and address of the permit applicant and the property owner, and the required permit fee.
 - B. A valid copy of all necessary licenses or permits required by the State and County health or transportation authorities.
 - C. The location(s) and days and hours of operation.
 - D. Site plan showing the location(s) of the mobile kitchen on the property, with property lines, physical improvements, existing buildings and structures, parking areas and spaces, and similar features.
 - E. Depiction of appearance and design of mobile kitchen, including exterior dimensions, signage, and exterior lighting features.
 - F. Information regarding provisions for power, potable water, and sanitary waste disposal.
 - G. Information regarding vehicular and pedestrian access to the site and parking arrangements for customers.
 4. The application for a temporary use permit for the establishment and operation of a mobile kitchen shall be accompanied by a non-refundable five-hundred dollar (\$500.00) application/permit fee.
 5. A temporary use permit for the establishment and operation of a mobile kitchen shall comply with the standards, requirements, and applicable provisions of the Woodstock Unified Development Ordinance unless otherwise provided for in this Section.

6. A temporary use permit for the establishment and operation of a mobile kitchen is valid for one (1) vehicle only and shall not be transferable from person to person or from place to place without the approval of the City.
7. A mobile kitchen shall comply with all applicable regulations of the McHenry County Department of Health and the State of Illinois.
8. At any time a mobile kitchen is not in compliance with any City ordinance, the permit, at the City's sole discretion, may be revoked and/or a permit may not be renewed.
9. A temporary mobile kitchen shall comply with the following standards, requirements and specifications:
 - A. A mobile kitchen shall be portable and completely removed from its temporary use location when the temporary use permit expires.
 - B. The City, at its sole discretion, may require that permit applications be reviewed by the Police and Public Works departments and the Woodstock Fire Protection District for public safety issues.
 - C. A mobile kitchen shall not be located on any parcel zoned or used for residential activity.
 - D. A mobile kitchen located on property with an existing principal use shall not interfere with fire lanes or with vehicular or pedestrian circulation. Additional street access shall not be provided.
 - E. A mobile kitchen shall not block any means of emergency ingress/egress to an existing principal use on a parcel.
 - F. A mobile kitchen shall meet and comply with all applicable parking space setback requirements.
 - G. A mobile kitchen shall be situated on a paved surface.
 - H. A mobile kitchen shall not displace parking required for the principal use on a parcel.
 - I. A mobile kitchen shall not be open earlier or later than the time frame specified on the approved temporary use permit. In all cases, the hours of operation for a mobile kitchen located within 300 feet of a residential dwelling shall be limited to the hours between 7:00 a.m. and 11:00 p.m.
 - J. Signage for a mobile kitchen shall not conflict with the City of Woodstock Sign Control Ordinance.
 - K. Lighting for a mobile kitchen shall comply with City of Woodstock Project Review Design Guidelines. Portable lights, lights which flash, and similar attention-getting

devices are not permitted. Outside amplifying equipment or noisemakers shall not be used.

- L. A mobile kitchen shall comply with all applicable State and County health and sanitation requirements, and shall provide receptacles for waste disposal. The permittee shall be responsible for removing all waste generated from the business and the site shall be cleaned daily.
- M. An approved mobile kitchen temporary use permit shall be valid for up to one year, but shall not be valid beyond the end of the calendar year in which it is issued. An approved mobile kitchen temporary use permit may be renewed subject to compliance with the same standards and specifications required above.
- N. The City of Woodstock shall be the point of sale for all sales from the mobile kitchen.



phone 815.338.4305
fax 815.334-2267
commdevdept@woodstockil.gov
www.woodstockil.gov

September 14, 2011

To: Tim Clifton, City Manager

From: Jim Kastner, Planning & Zoning Administrator

**UNIFIED DEVELOPMENT ORDINANCE AMENDMENT: MOBILE
KITCHEN TEMPORARY USES**

Mr. Nabil Baaklini will be appearing before the City Council petitioning for an amendment to Woodstock's Unified Development Ordinance. The proposed amendment would allow mobile kitchens to be established on private property within the City subject to issuance of a temporary use permit.

The term "mobile kitchen" is defined in the amending ordinance as:

a commercially manufactured mobile food unit intended or designed for the cooking or preparation of hot and cold ready-to-eat food and drink for sale or distribution, established on non-municipally owned property and on a temporary basis. The location of a mobile kitchen can change from time to time through the use of motorized transportation, and shall not be located in or on a permanent building or structure. A mobile kitchen shall not include ice cream trucks or food vending pushcarts, bicycles, or stands.

The above definition applies only to privately owned property and not to public street right-of-way. It does not apply to municipally owned land such as parks or public building sites or to sites where a single event is occurring and food is provided by a caterer or similar service. The use of public property is regulated by the Woodstock City Code and events involving public spaces, such as the Farmer's Market, Fair Diddley, or Gavers' Barn Dance, are authorized by the City Council. Activities allowed as part of these events are determined by the event organizers and as allowed by the City.

Temporary uses are specific uses allowed at a certain location and on pre-set dates and times. Examples of temporary uses allowed by the City's zoning regulations include office trailers on construction sites, real estate sales offices, motor vehicle sales, seasonal Christmas tree sales, and landscape material sales. Mr. Baaklini's amendment would allow mobile kitchens as temporary uses

within Woodstock business and industrial zoning districts, with the exception of the “B1 neighborhood business district” and the “B2C central business district”.

In accordance with direction from the Plan Commission and City Council, detailed standards and specifications have been established for each of Woodstock’s existing temporary uses. If mobile kitchens are allowed as a temporary use as requested by Mr. Baaklini, compliance with the following standards and criteria which are set forth in the amending ordinance, will be required:

1. Application for a mobile kitchen temporary use permit shall be made by the permit applicant and the property owner. Copies of all licenses or permits required by State and County authorities must be provided.
2. An approved mobile kitchen temporary use permit is valid for up to one year, but shall not be valid beyond the end of the calendar year in which it is issued.
3. An approved mobile kitchen temporary use permit may be renewed subject to compliance with the same standards and specifications required for the original temporary use permit.
4. A mobile kitchen shall not be located within one-hundred-fifty (150) feet of any food service establishment or restaurant. This requirement may be waived if written consent of the proprietor of the food service establishment or restaurant is provided to the City.
5. A mobile kitchen shall not be located on any parcel zoned or used for residential activity.
6. A separate temporary use permit is required for each location used as the site of a mobile kitchen.
7. The mobile kitchen must comply with applicable provisions of the Woodstock Unified Development Ordinance unless otherwise provided for.
8. A mobile kitchen temporary use permit requires payment of a \$500 application/permit fee and is valid for one (1) vehicle only and shall not be transferable from person to person or from place to place.
9. A mobile kitchen shall be portable and completely removed from its temporary use location when the temporary use permit expires.
10. A mobile kitchen must meet and comply with all applicable parking space setback requirements. It shall be situated on a paved surface and not displace parking required for the principal use.

11. A mobile kitchen must comply with all applicable State and County health and sanitation requirements. Receptacles for waste disposal shall be provided and measures shall be taken to maintain a clean site.
12. A mobile kitchen located on property with an existing principal use shall not interfere with fire lanes or with vehicular or pedestrian circulation.
13. Emergency ingress/egress to an existing principal use on a parcel shall not be blocked and additional street access shall not be provided.
14. A mobile kitchen shall not be open earlier or later than the time frame set forth on the approved temporary use permit. In all cases, however, the hours of operation for a mobile kitchen located within three hundred feet of a residential dwelling is limited to the hours between 7:00 a.m. and 11:00 p.m.
15. Lighting for a mobile kitchen shall comply with City of Woodstock Project Review Design Guidelines. Portable lights, lights which flash, and similar attention-getting devices are not permitted. Outside amplifying equipment or noisemakers shall not be used.
16. Signage for a mobile kitchen shall not conflict with the City of Woodstock Sign Control Ordinance.

A public hearing on Mr. Baaklini's request was held by the Plan Commission on June 23, 2011. The hearing was continued to the Commission's August 25, 2011 meeting in order to obtain additional information regarding how other communities similar to Woodstock regulate mobile kitchens and to consider whether it would be better to review mobile kitchens as a special use instead of a temporary use. Mr. Baaklini's application and related materials are attached. An abridged copy of the minutes from each of these meetings is also provided. As noted in the minutes, only one person expressed opposition to the amendment at the public hearing.

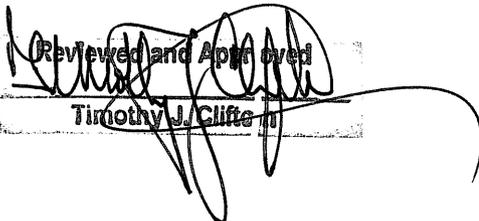
During the hearing, Plan Commission members discussed concerns raised by the City Administration about allowing mobile kitchens in the City and how they would be accommodated. During Mr. Baaklini's comments to the Commission, he pointed out that these types of uses were becoming extremely popular in other cities where they serve a specific need. The City Administration, however, observed that virtually all the municipalities referred to by Mr. Baaklini were in extremely urban locations with high population densities and significant pedestrian activity (*such as Atlanta, New York, Los Angeles, Boston, San Francisco, Miami, Evanston, etc.*). In these communities, mobile kitchens also tend to be parked on larger multi-lane streets where the majority of their clientele are derived from existing pedestrian traffic and their location appears to be based on the potential number of walk-up customers. High population density and pedestrian activity are not

typical of Woodstock and the City Administration questions whether the lack of these traits will allow mobile kitchens to be successful. Furthermore, we did not find any community in McHenry County or with a population similar in size to Woodstock's where mobile kitchens are allowed on private property or can be established on public streets.

At the conclusion of the hearing, members of the Plan Commission voted (6 yes and 2 no) to recommend to the City Council that the ordinance amending the Unified Development Ordinance and allowing mobile kitchens as a temporary use be approved. The ordinance includes specific changes that the Commission believes restrict the number of mobile kitchens in the City and which responds to both their concerns and concerns raised by the City Administration. For example, the Commission members thought that the requirement for all mobile kitchens to be at least 150 feet from any other mobile kitchen or restaurant will minimize the number of sites where such uses can locate. Both of the sites discussed by Mr. Baaklini as potential locations for his mobile kitchen (*the Harley-Davidson site and land on the south side of Russell Court*) meet this requirement.

They advised Mr. Baaklini that a temporary use permit for a mobile kitchen would be valid for a maximum of one year and that there was no guarantee that a permit would be issued for the following year. The members also noted that the City could revisit the issue of mobile kitchens in the future if it appeared that they were causing problems or having a negative impact on the City.

If the City Council agrees with the action of the Plan Commission and believes the proposed amendment is appropriate, then it is recommended that the Council approve Document Number 3 , consisting of "An Ordinance Amending Section 2.3 and Table 7A.4 and Section 7B.3.8 of the City of Woodstock Unified Development Ordinance, 2010 Edition, to Establish Temporary Use Regulations for Mobile Kitchens."

(Reviewed and Approved)

Timothy J. Clifton

AMENDMENT PETITION

May12, 2011

REQUEST TO AMEND THE LAWS PROHIBITING MOBILE FOOD TRUCKS

Dear Commissioners and Councils,

I would like you to consider amending the zoning rules so that mobile food trucks could operate on both public and private property in Woodstock.

In the past few years speciality food trucks have become very popular on both coasts and indicate a trend instead of a fad. It is not only the biggest cities that they service but also the smaller ones too (a partial list is below). These food trucks are not the “roach coaches” that typically come to mind but have evolved into something much better. Their small size encourages specialization and multiple trucks can provide variety (e.g. special deserts, soups and sandwiches). Many trucks use Twitter to post their location so that their customers can know where to find them each day.

Woodstock has an atmosphere that provides many opportunities for people to be socializing on the street. The concerts on the square, the farmers market, the county fair and the many popular parks. With a few exceptions, most Woodstock restaurants are in the malls and, at that, most of them are large chains that one could find anywhere. But food trucks could bring yet another colorful level of uniqueness to our city.

With locations and routes approved by the Zoning Department, food trucks could exist without threatening the existing indoor restaurants or disturbing the flow of street traffic. As with all food establishments, permits based on food safety education and Health Department approval would ensure customer safety.

We have designed this type of new trailer and menu believing that it would be a welcomed addition to the Woodstock area. We are calling the business VITTLES which, by definition, means nourishing food for humans. We have devised a menu for breakfast, lunch and snacks which have quality ingredients at affordable prices to encourage people to eat in a way that is energizing instead of draining. A few items will be prepared on the truck but most will come from Sysco Food Services which is a well known and reputable food supplier.

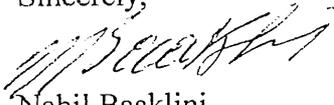
The trailer will be customized with new equipment and will be fully self contained. We have worked with many people in the trade to outfit it with state of the art appliances which meet all health code requirements. The inside will be a combination of stainless steel and aluminum so that it can be steam cleaned on a regular basis.

The serving containers and cleaning supplies will be purchased from green sources when available and attention to reducing waste will be incorporated in all of our procedures. Potable water will be pulled and grey water will be emptied at a Health Department approved location.

We are currently aware of concentrations of workers without access to good restaurants as well as situations where speciality stores who have events drawing lots of people are limited in what refreshment they can provide. There is a definite need that can be filled if the zoning laws are changed to be ones of parameters instead of refusals. It would be great if the summer of 2011 saw this change.

We remain open to your comments and impressions.

Sincerely,



Nabil Baaklini

cell: (312)343-1211

JUST A FEW OF THE CITIES ENJOYING MOBILE FOOD SERVICE

Seattle, Portland, San Francisco, Los Angeles, San Diego, Austin, Houston, Denver, Atlanta, New Orleans, Miami, Philadelphia,, Washington D.C., New York, Boston, Cincinnati, Cleveland and Milwaukee.

ONE CITY CURRENTLY CHANGING LAWS TO ALLOW MOBILE FOOD
Chicago

**CITY OF WOODSTOCK
DEVELOPMENT REVIEW APPLICATION**

DATE: 5-23- 2011

PROJECT NAME: MOBILE KITCHEN TEMPORARY USE AMENDMENT

REQUESTED REVIEW: Unified Development Ordinance/Zoning Code Amendment

PROJECT TYPE: Commercial temporary use

PROJECT LOCATION: NA

PROJECT DESCRIPTION: Amendment of Woodstock's zoning regulations to allow mobile kitchens as a temporary use.

APPLICANT (contact person, business name, and address):

Nabil A. Baaklini
119 Swarthmore Court
Woodstock, IL 60098

APPLICANT'S ATTORNEY: NA

APPLICANT'S ENGINEER: NA

APPLICANT'S SIGNATURE:



Date: 5-23, 2011

Date: _____, 2011



McHenry County Department of Health

Division of Environmental Health

2200 N Seminary Ave Woodstock, IL 60098

815-334-4585 fax 815-334-4637 www.mcdh.info

FOOD HEALTH PERMIT APPLICATION

Permit Year: May 1 to April 30

[X] New Facility [] Change of Ownership [] Name Change (Formerly):

Facility Name (DBA): VITTLES
Address: 119 SWARTHMORE CT. WOODSTOCK, IL 60098
Mailing Address: 119 SWARTHMORE CT. WOODSTOCK IL 60098
Facility E-Mail Address: VITTLES2011@GMAIL.COM
Facility Fax Number:

Owner/Operator (Corporate Name; Partnership; Etc): GNS LLC
Address: 119 SWARTHMORE CT. WOODSTOCK, IL 60098
Building Owner: 119 SWARTHMORE CT. WOODSTOCK, IL 60098
Owner Phone:

BUSINESS TYPE: PLEASE CHECK ONLY ONE
Food Service Establishment: [X] Food only
Retail Establishments: [] Retail Food
Mobile Truck / Trailer License Plate #: [X] Non-Seasonal (more than 5 months)

Risk Category (see back page for category explanation)
One [X] Two Three
Seating Capacity: Checkouts:
* Satellite Food Source: Name: Address:

Annual Operators: OPENING TIME 7AM DAYS CLOSED: SAT - SUN
Do you conduct catering type activities in conjunction with your food operation? Yes No [X]
Seasonal Operators: DATE OPEN DATE CLOSED (Provide Schedule)

All Category 1 (High) Risk Establishments must have a certified food manager on site during all times that food is being prepared.
All Category 2 (Medium) Risk Establishments must have a minimum of 1 full time certified food manager.
Name of Certified Food Manager: NABIL BAKLINI
Certificate Number: Expires:

Water Supply: [] Approved Private Well (W) [X] Community Water (M)
Sewage Disposal: [] Approved Septic System (S) [X] Community Sewer (M)
Applicant hereby states he/she is familiar with the provisions of the Health Ordinance of McHenry County and that he/she will operate this establishment in compliance with said provisions at all times.

Handwritten signature of Nabil Baklini
APPLICANT SIGNATURE

FOR OFFICE USE
DATE RECEIVED: CASH CHECK #
AMOUNT RECEIVED: PERMIT MAILED
ENVIRONMENTAL HEALTH PRACTITIONER SIGNATURE

ESTABLISHMENT INFORMATION

ESTABLISHMENT NAME	VITTLES	
ESTABLISHMENT ADDRESS	119 SWARTHMORE CT. WOODSTOCK, ILLINOIS 60098	
CITY, STATE & ZIP	WOODSTOCK IL 60098	
TELEPHONE	312-343-1211	VITTLES2011@GMAIL.COM

OWNERS NAME	GN 2 LLC	
OWNERS ADDRESS	119 SWARTHMORE CT.	
CITY, STATE & ZIP	WOODSTOCK, ILLINOIS 60098	
TELEPHONE	312-343-1211	VITTLES2011@GMAIL.COM

COMMISARY	VITTLES (NEW TRAILER)	
ADDRESS	119 SWARTHMORE CT.	
CITY, STATE & ZIP	WOODSTOCK, ILLINOIS 60098	
TELEPHONE	312-343-1211	VITTLES2011@GMAIL.COM

FOOD SOURCE	SYSCO FOOD SERVICES - COSTCO - GFS	
ADDRESS	250 WIEBOLDT DRIVE	
CITY, STATE & ZIP	DES PLAINES, ILLINOIS 60016	
TELEPHONE	847-699-5400	FAX 847-699-6995

MENU: <u>BREAKFAST</u>	<u>LUNCH</u>	<u>EXTRAS</u>
SCRAMBLED EGG WITH HAM - VEGGIE SAUSAGE OATMEAL BAGEL MUFFIN YOGURTS FRESH FRUIT	PASTA TORTALINI WITH MEATBALLS OR WITH GRILLED CHIKEN FALAFEL ITALIAN BEEF HOT DOGS CHILI SOUP HOUMMUS FRIES (BAKED) TOSSED FRESH GREENS WITH DRESSING COLESLAIN	PASTRIES; BROWNIES, COOKIES SOFT BREAD STICKS PRETZELS JUICE PACKS SMOOTHIES BOTTLES CANNED SODA BOTTLED WATER COFFEE TEA BAGS CHAI HOT COCOA CIDER HERBAL TEA ICE CREAM

MOBILE UNIT INFORMATION

MAKE/MODEL	CUSTOMER MADE 20' L X 8.5' W TRAILER		
WATER HOLDING TANK	<input checked="" type="radio"/> YES / NO	SIZE IN GALLONS	
		40	
WASTE WATER TANK	<input checked="" type="radio"/> YES / NO	SIZE IN GALLONS	
		60	
WATER HEATER	<input checked="" type="radio"/> YES / NO	MAX WATER TEMPERATURE °F	
		MIN 110°	
HAND SINK	<input checked="" type="radio"/> YES / NO		
3 COMPARTMENT SINK	<input checked="" type="radio"/> YES / NO		
REFRIGERATION UNIT: MAKE/MODEL			
REFRIGERATION UNIT: MAKE/MODEL			
FREEZER UNIT: MAKE/MODEL	TURBO AIR MUF-28 7 CUFT.		
FREEZER UNIT: MAKE/MODEL	TURBO AIR MUF-28 7 CUFT.		
COOKING UNIT: MAKE/MODEL	TURBO AIR MICROWAVE 083-TMW 1100		
COOKING UNIT: MAKE/MODEL	VOLLRATH CONVECTION OVEN 40703		
HOT HOLDING UNIT: MAKE/MODEL	APW WYOTT FOOD WARMER W-43V		
HOT HOLDING UNIT: MAKE/MODEL	AVANTCO FOOD WARMER 177W50		
STORAGE OF FOOD AND SUPPLIES	IN TRAILOR & DRY STORAGE		
SEPARATE CHEMICAL STORAGE	IN TRAILOR & DRY STORAGE		
ADEQUATE LIGHTING	<input checked="" type="radio"/> YES / NO / NOT APPLICABLE		
PROTECTIVE SHIELDING FOR LIGHTING	<input checked="" type="radio"/> YES / NO / NOT APPLICABLE		
ALL EXTERIOR DOOR SELF CLOSING & TIGHT FITTING	<input checked="" type="radio"/> YES / NO / NOT APPLICABLE		
THERMOMETERS LOCATED IN ALL REFRIGERATION/FREEZER UNITS	<input checked="" type="radio"/> YES / NO / NOT APPLICABLE		
PROPER DISPENSERS FOR SINGLE SERVICE ITEMS	<input checked="" type="radio"/> YES / NO / NOT APPLICABLE		
WINDOW SCREENS WITH 16 MESH/INCH SCREENING	<input checked="" type="radio"/> YES / NO / NOT APPLICABLE		

OTHER RELATED INFORMATION:

VOLLRATH COUNTERTOP HOT PLATES 4 BURNERS 40737

RADIANCE GRIDDLE TAMG-24

TOASTMASTER CHARBROILER TMRC 24LP

9' CONCESSION HOOD WITH EXHAUST

15,000 BTU A/C & HEAT

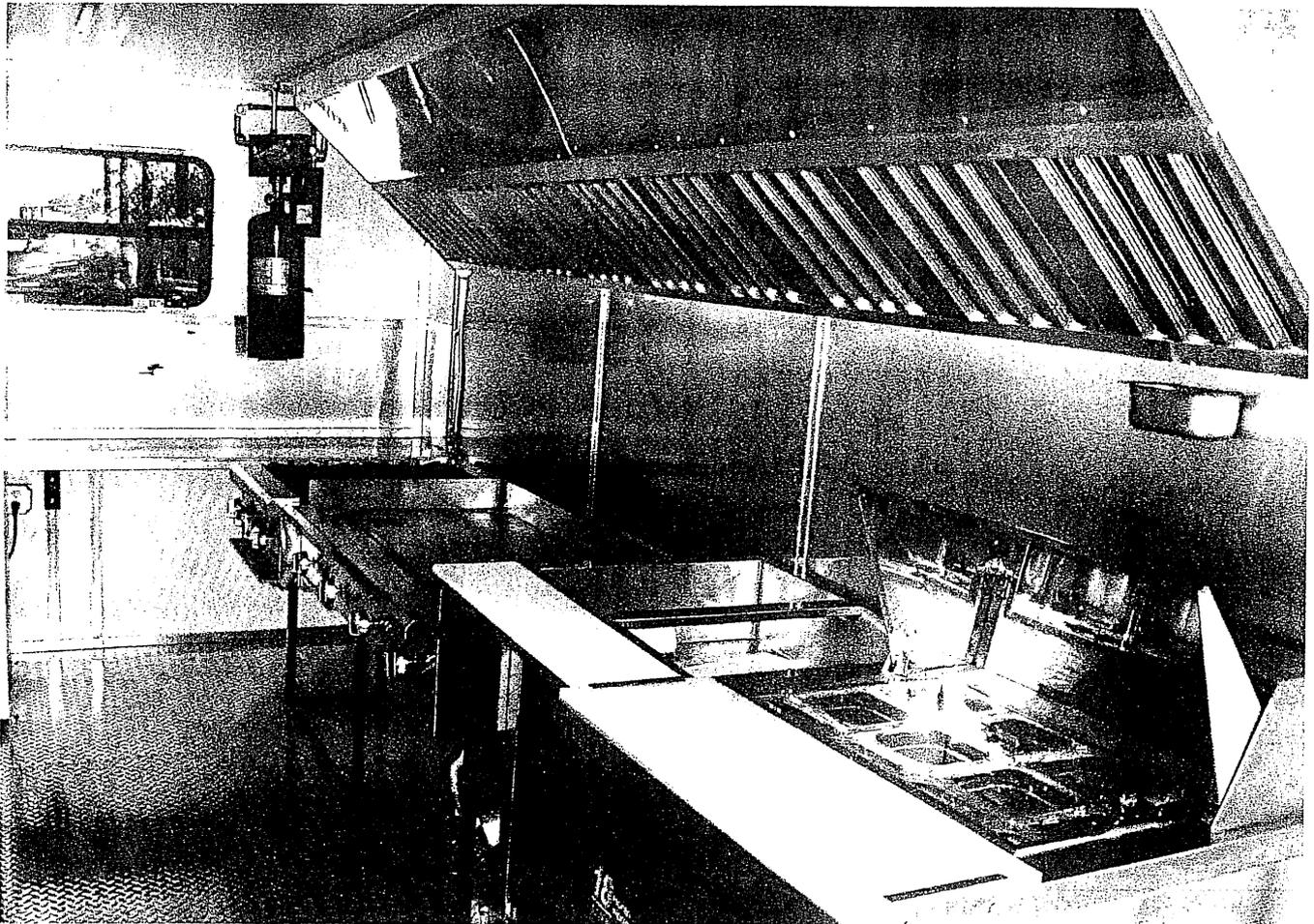
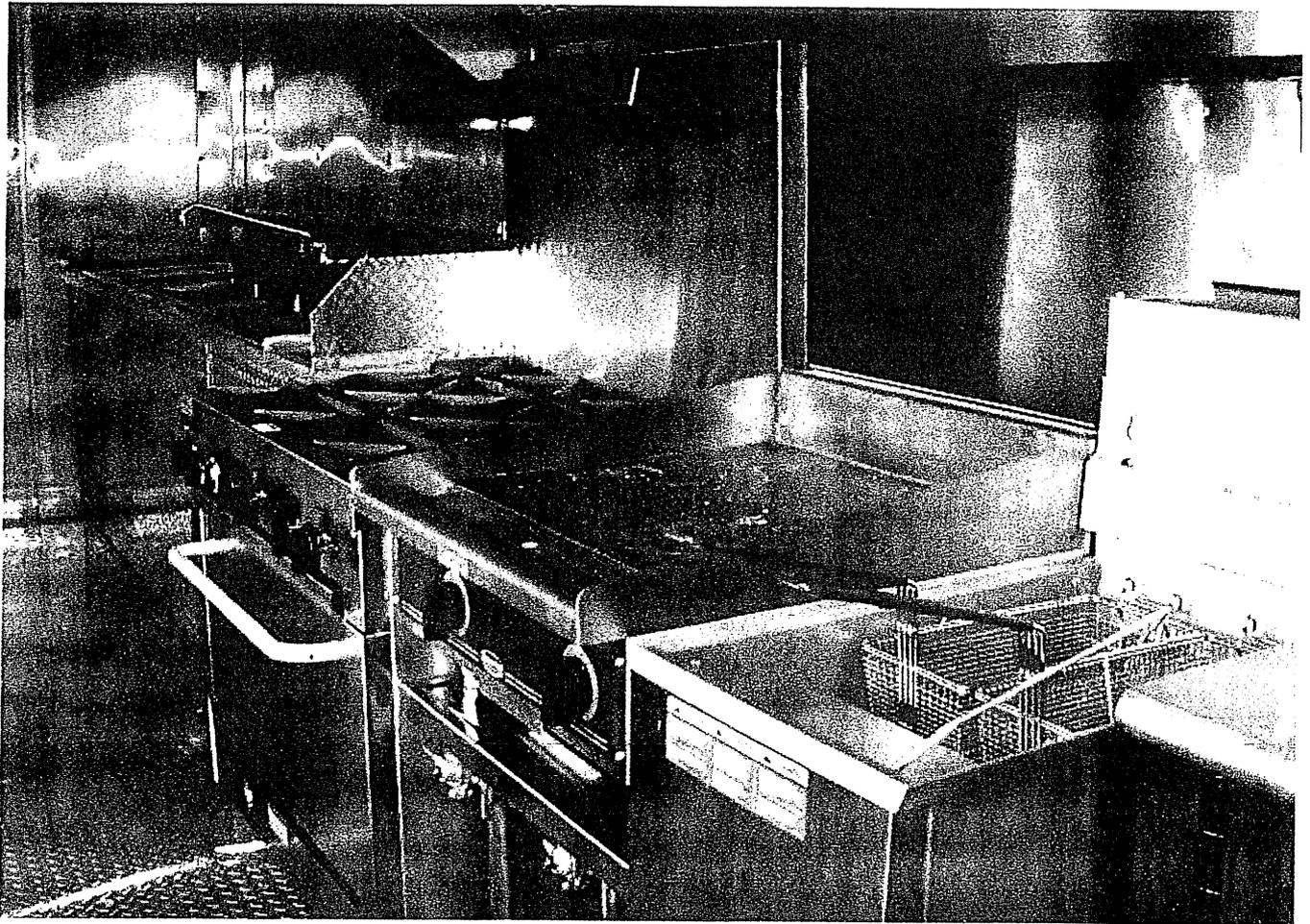
MOP SINK

10,000 WATTS NORTH STAR GENERATOR.



NE

CLOSE



Caldwell, Berner & Caldwell, LLP

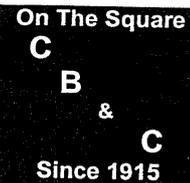
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cbc@caldwellberner.com

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Schain Burney 
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70 W. Madison Street, Ste 4500
Chicago, IL 60602
Phone (312)345-5700



Mr. James Kastner
Woodstock City Hall

Friday, August 5, 2011

Re: Proposed Ordinance for Mobile Kitchen Temporary Permit

My client, Nabil Baaklini, has reviewed the two alternative drafts of proposed ordinances for licensing a mobile kitchen in Woodstock.

We believe that the temporary permit ordinance addresses the concerns which should be considered in issuing a permit. We agree with the draft that we would restrict the permit for regular operations to two specified locations:

- (1) the vacant lot next to 666 Russell Court across the street from the Court House; and
- (2) Harley-Davidson when it has events.

Both have ample parking. Both properties are also already zoned with the zones required in the proposed ordinance. We have also negotiated an affiliation with the Expressly Leslie Cafe on the Square for mutual assistance.

We confirmed this morning that the Court House complex on Route 47 employs 1300 people. On a daily basis, there are also present hundreds of other people with court-related business, and other public business, such as the building and health departments, and treasurer's office. The complex has no food service in the buildings or nearby. We believe we would be filling a need.

To address the concerns expressed at the Plan Commission meeting, we suggest the insertion of a new paragraph on page 2, between the existing paragraphs 1 and 2, in the temporary permit ordinance:

“A mobile kitchen shall not operate in a location within 150 feet of any licensed food establishment. This requirement may be waived if a written consent of the proprietor of the food establishment is provided. No person shall pay or accept payment for such consent. The operator of the mobile kitchen must be affiliated with a licensed food establishment in the city.”

We thank you for the city's consideration of this opportunity to establish new economic enterprise in Woodstock.

Sincerely,

Sandra Kerrick

August 22, 2011

Nabil Baaklini
11510 Charles Road
Woodstock, IL 60098

TO: Woodstock Plan Commission and Planning and Development Office
RE: **Mobile Kitchen Ordinance**

I have reviewed the memorandum for the August 25th meeting from the staff to the Plan Commission. I believe that the concerns expressed have already been addressed and resolved as requested by the Commission at the last meeting. I have worked with the City in an effort to conform my business plans to dispel specific objections voiced at the meeting. I respectfully ask the City to consider my observations:

1) *“Most of the large areas where mobile kitchens are allowed restrict them to larger multi-lane public streets and do not specifically address their placement on private property.”*

The committee members at the initial Plan Commission meeting on June 23, 2011 decided to move the mobile service off of the public streets and onto private property. We agreed.

2) *“The City Administration noted that virtually all of the municipalities where mobile kitchens exist are urban locations characterized by a high population density and a diverse public transportation system (such as New York, Memphis, Chicago, Evanston, etc) which facilitates a high level of pedestrian activity.”*

It is understood that there are differences in population and public transportation systems between Evanston and Woodstock but that does not preclude establishing mobile food service in Woodstock - any more than the differences between New York and Evanston precluded it in Evanston.

As stated in the minutes from the June 23rd hearing, a decision was postponed until August 25th *“for the purpose of obtaining additional information regarding how other communities addressed this (mobile service) issue.”* As requested, we supplied a selection of ordinances to planning and zoning to be used for guidance if/when additional

concerns arose to see how they were resolved in other towns. As a result, the additional requirements that the mobile service be associated with an established restaurant and that the service must be 150' from any permanent restaurant were added to the temporary use draft.

3) *“...the highest pedestrian activity is the central business district and specifically the area around the Park in the Square...but the lack of private property for a mobile kitchen and anticipated concerns from local restaurateurs makes this difficult to support. Also the presence of diagonal parking on the streets...precludes...”*

We recognize that the Commission wants mobile kitchens prohibited from the Square and prohibited from traveling at will throughout the town. Accordingly, we have made arrangements to operate in two fixed locations off of the public streets: (1) In a vacant lot across the street (Russell) from the new court house; (2) on the Harley-Davidson property. Each location already has significant available parking. Each property is also near a stoplight.

4) *“The City Administration questions whether there is sufficient pedestrian traffic to support a temporary mobile kitchen.”*

The new court house employs 1300 people and has hundreds of visitors throughout the week. The only food source currently available within walking distance is a bank of vending machines. With a food truck across the street, those employees and visitors could walk to there as well. It will be the challenge of subsequent mobile kitchen owners to secure viable, fixed locations throughout the town on private property with customer parking.

5) *“The City Administration does not believe that there is a need or demand for mobile kitchens in Woodstock.” ... “If there is a demand for additional dining opportunities...”*

One of the functions of local government is to foster economic development and free enterprise; not to suppress new models of commerce such as we propose. The memorandum cites ongoing efforts to attract new restaurants while it declares that there is no need for this type of food service. We believe that mobile kitchens will primarily compete with fast food national chains on Route 47 such as Burger King, Wendy's, Subway and Jimmy Johns. It is hard to accept that the City is protecting these chains from local competition.

6) *“The City has had discussions with individuals and business firms considering establishing permanent restaurant uses...there is also growing interest regarding the development and/or redevelopment of properties in the vicinity of these [government center, Kohl’s, K-mart and parcels on Route 47] sites...”*

The City wants to promote new restaurants but the reality of the current economy is evident in vacant storefronts and unfilled parking lots. An 8'x20' mobile food truck did not close the KFC on Route 47; it is not responsible for the three year vacancy at that site; it should not deter anyone from investing there going forward.

The perception of unfair competition with existing restaurants has been a concern from the start of the mobile food service discussion. To address that concern, the temporary use draft now levels the playing field by stipulating that any mobile food service must be affiliated with an existing restaurant. Existing restaurants now have the option to expand their business by getting a truck of their own or by arranging for the sale of their products on someone else’s truck. Any further discussions of competition to existing restaurants should now be directed to the City and to the individuals and business firms negotiating the establishment of all those new restaurants on sites across the town.

7) *“...it is important to first determine if mobile kitchens are appropriate for Woodstock or compatible with the character of the city...”*

What is the character of Woodstock? Is it the Square with its struggling retail businesses? Is it Wal-Mart and the big box stores (known to destroy the unique character of every town in which they open)? Is it the quaint old homes or is it Route 47 with Dunkin’ Donuts, Pizza Hut, McDonald’s and strip malls? Woodstock does not have a fleet of mobile vendors waiting on its borders and, considering all the criteria that must be met, it is doubtful that it ever will. Still, the process of granting annual permits to mobile vendors will always be an easy way for the town to control the quality and quantity allowed.

It is hoped that at the public hearing on August 25th the discussion will be about how to support a new venture in Woodstock instead of how to drive it out of town. We ask that you consider the restrictions we have adopted in our effort to accommodate all of the committee’s concerns.

Sincerely,

Nabil Baaklini

City of
WOODSTOCK

Department of Public Works
John W. Isbell, P.E. Director
326 Washington Street
Woodstock, Illinois 60098

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

March 15, 2011

Mr. Nabil Baaklini
119 Swarthmore Court
Woodstock, Il. 60098

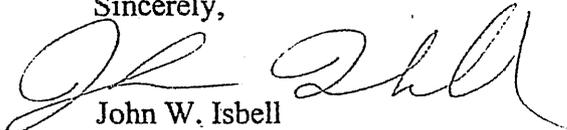
Re: Sewer and Water Service for Mobile Food Vendor

Dear Mr. Baaklini:

As you requested, the City of Woodstock has reviewed your proposal for a mobile food service to be placed on property owned by McHenry County in the City Limits. Subject to final zoning ordinance review and subject to all City of Woodstock code requirements, the City can provide sewer and water service.

Water can be obtained at the City's Seminary Avenue water treatment plant, as described in the attached policy statement. Wastewater may be disposed of at the City's northside treatment plant (located at Tappan and Melody) between the hours of 8:00 am to 3:00 pm, Monday through Friday. Disposal is limited to wastewater that is generated when serving property in the Woodstock City Limits and waste from services outside of the City Limits will not be accepted.

Sincerely,



John W. Isbell
Director of Public Works

Cc: Tim Clifton
Jeff Van Landuyt
Derik Morefield

UPDATE: Food Trucks Hitting Long Beach Streets May 4 Following Council's Approval of Regulations

by Allison Jean Eaton | Long Beach News

S/2011



The gourmet food truck craze is coming to Long Beach starting this week, when, on Wednesday, trucks including The Greasy Wiener will set up shop near the intersection of Coronado Avenue and Anaheim Street and serve up their trademark fixings during lunchtime. The Long Beach City Council recently threw its support behind allowing lunch trucks to operate within city limits so long as they are permitted and pass inspections by the city's health department. Previously, food trucks were allowed to operate in construction zones, but there were no rules in place to regulate them. The Council's April 12 vote created a permitting process that will include mandatory health inspections, meaning potential customers can rest easy with the knowledge that the trucks that will be visiting Long Beach on a weekly basis starting Wednesday are far from "roach coaches." The motion was sponsored by Councilmen Patrick O'Donnell and Steven Neal. O'Donnell has been instrumental in setting up the weekly Lunch Truck It visits to a location just off of Coronado Avenue and Anaheim Street in the Zaso Design District, where each Wednesday three or four Lunch Truck It trucks will temporarily set up shop during lunchtime.

Monday, May 2, 5:30pm The gourmet food truck sensation that has swept Los Angeles and Orange counties will come to Long Beach for the very first time Wednesday, when a set of the luncheon mobiles will kick off their weekly visits. Beginning this Wednesday, May 4, at 11:30 a.m., food trucks that were previously restricted in the city of Long Beach will come to the intersection of Coronado Avenue and Anaheim Street every Wednesday during lunchtime and set up shop at 1342 Coronado Ave., according to information provided by the office of Fourth District City Councilman Patrick O'Donnell. "This is a first for Long Beach, and I am proud to sponsor an event like this that promises to facilitate community and culture through food," O'Donnell said in a statement.

The draw is Lunch Truck It, a weekly event that aims to bring Long Beach professionals, families, students and local residents together for lunch every week. The businesses of the Zaferia-South Design District that lines Coronado Avenue, the East Anaheim Street Business Association and O'Donnell will host the event.

AMENDMENT MATERIALS

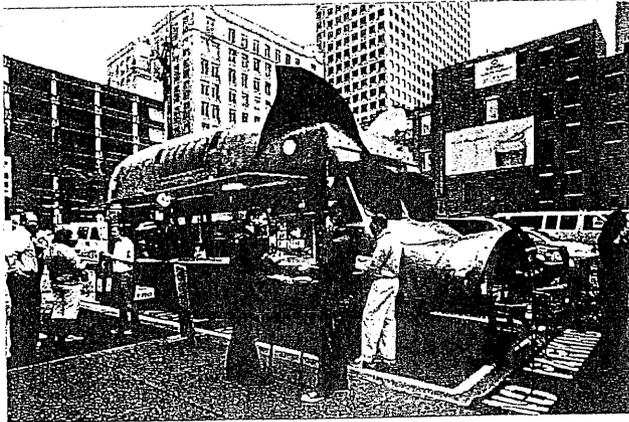
These key stakeholders are hoping that such an eclectic and epicurean event will bring a new awareness to an often-overlooked area of Long Beach. “We want to bring attention to ZaSo, and what better way than to bring in the gourmet food trucks that have built huge followings in similar districts around LA,” said Carl Dene, owner of Vision Design Studio and a proponent of Lunch Truck It, in a statement.

There will be a variety of trucks in attendance every week, with L.A. favorites such as The Vizzi Truck, Cool Haus, Global Soul, the Sweets Truck, Ahn Joo, Grill ‘Em All, Greasy Wiener, Mandoline Grill, Buttermilk, Great Balls on Tires, Crepe’n Around and more, said an O’Donnell staffer.

To find out which trucks will head to Long Beach each week, follow Lunch Truck It on Twitter (@LunchTruckIt), check out its fan page on Facebook or visit LunchTruckIt.com.



Rolling restaurants: Some cities floor it, others tap the brakes



Oliver Murillo and Alan Hong eat lunch at the Maximus Minimus pig-shaped food truck in downtown Seattle.



By Kari Huus Reporter

SEATTLE— Craving a gourmet meal on the fly? Food trucks plying American streets are delivering increasingly varied and sophisticated fare to the urban palate. Mobile kitchens offer hamburgers made from grass-fed cows, artisan breads, ethnic blends like Korean tacos and gourmet dishes that stand up next to fine fare from the brick-and-

mortar sector.

The explosion contributes color and variety to cities, arguably invigorating urban spaces in a tough economy. But the popular trucks also present new problems — traffic and sanitation issues and resistance from traditional restaurants. So, while some cities are loosening restrictions on food trucks, others are revising and updating legislation to control the growth.

Relaxing rules

In Seattle, as part of a campaign to revitalize public spaces, the City Council recently passed legislation it hopes will encourage the food truck business — allowing them to operate along curbside in the city. Previously, food trucks could only operate on private property in Seattle, such as grocery store parking lots.

“Prior to passage of this legislation I would say we were behind,” said Gary Johnson, center city coordinator for the Seattle government. Johnson has spearheaded a plan to spice up street life in Seattle, which started by making it easier and cheaper to open sidewalk cafes.

“We felt like people sitting in the right of way or on sidewalks enjoying food and good wine was a nice element,” he said. “I’m hoping this (new law) really advances street food here



and we will see a lot more. ... I'm hoping we'll see a lot of culinary creativity in trucks."

The new legislation bans food trucks from serving customers within 50 feet of an existing eatery. But traditional restaurant owners, already struggling in a tough economy, remain opposed.

"They have an advantage from the get-go," says Charbel Chalhoub, owner of Deli Shez Café. He said his business is down 80 percent since a taco truck set up shop in a nearby parking lot. "Our overhead is way higher... We pay \$3,000 a month for rent. They pay about \$100 dollars."

The restaurant, which serves modestly priced Greek food, was getting a lot of its business from traffic at the nearby Mexican Consulate, but the taco truck is positioned so it can intercept people when they park, Chalhoub said.

Cauldron of creativity

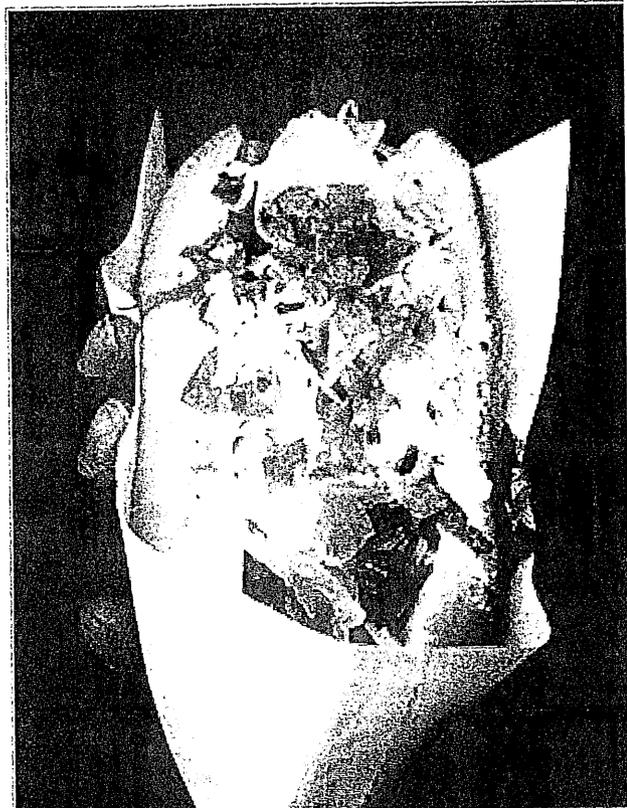
But supporters say food trucks bolster chefs and entrepreneurs who don't have the funds to start full-blown restaurants. Existing restaurants also can use food trucks to test recipes and neighborhoods to see what resonates with consumers before jumping into a brick-and-mortar commitment, they say.

"It's a great entrepreneurial move for someone who wants to start a restaurant when credit is tight... Also for consumers because they tend to be very affordable (and) convenient — they come to you, if you will," said Annika Stensson, director of media relations at the National Restaurant Association. "And they have a lot of exciting menu items."

The organization is supportive of the new generation food trucks, which are sometimes

start-up businesses, but may be fielded by existing restaurants to expand their reach.

"There are tensions. The restaurant industry is very competitive, especially during challenging economic times, she said. "But anecdotally, most food truck owners are respectful of brick-and-mortar restaurants."



John Brecher

The most popular hot dog choice at the Gourmet Dog Japon food truck in downtown Seattle is the Matsuri -- kielbasa topped with carrots, dried seaweed (nori), sweet mayo and teriyaki-glazed onions.

Paul Raney, 47, who quit his job in December to start a barbecue restaurant in Seattle hopes to benefit from the city's new rules.

The first time food entrepreneur had trouble finding a property with the right features and

 **TODAY**

location. He also wasn't having any luck getting financing, despite having impeccable credit and many years of experience in the food industry.

"We went to three banks," said Raney.

"Basically they said you can apply but you are not going to get a loan."

Raney went to Plan B — a BBQ food truck that he could afford to self-finance. He perfected his dry rub, the 12- to 14-hour slow cook process, the sauce and the logo. He hopes to have Raney Brothers BBQ operating by mid-August. He'll start in a private location, but is looking into the newly available public option.

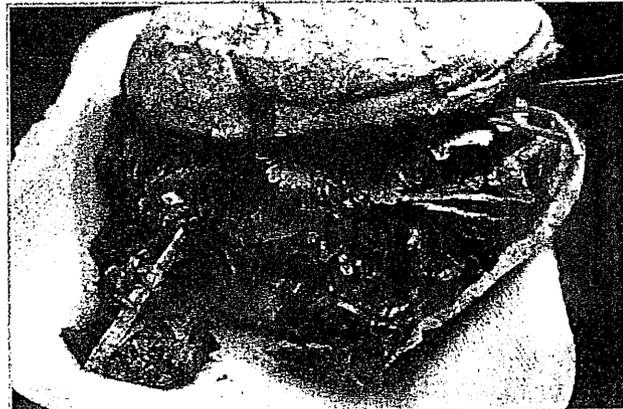
"My goal is to have a second truck within a couple of years. Then start moving toward a brick-and-mortar place and continue doing the trucks. Hopefully by that time, things will loosen up on the finance side of things."

Some pig

The front runner of today's food truck trend is clearly the mobile taqueria serving authentic Mexican food to immigrant workers. Today, it is so much more.

"There's always been the stereotypical road trucks that sell tacos at work sites and travel around," said Lance Marlow, manager of Seattle's famous pig-shaped food truck Maximus Minimus. "But as far as this new type of food truck with gourmet food from local ingredients—which really offer a new touch—that really started in 2008, 2009. ... And then it just exploded from there."

The pig serves pulled pork and veggie sandwiches with all natural, local ingredients, and was recently named one of the top 15 food trucks in the country by the food site Relish.com.



John Brecher
A pulled pork sandwich at the Maximus Minimus pig-shaped food truck in downtown Seattle.

This is the type of variety Seattle is attempting to encourage. But chain restaurants are beginning to field food trucks, too — Sizzlers, Jack in the Box, Cousins Submarines, Toppers Pizza and Tasti D-Lite among them.

Anticipating these big players, the city rejected a proposal to offer public sites to the highest bidders — a plan they feared would benefit only those with the deepest pockets.

"That could result in McDonalds and Quizno's at all the choice locations," said Johnson. "And that would be counter to our desire to see diversity of interesting unique creative food trucks and carts. We didn't want to see that corporate anonymity in our neighborhoods."

In Chicago the City Council is also trying to press for changes that would bring in a fleet of new-generation food trucks. At the moment, food trucks can only dispense food that was prepared in licensed commercial kitchens. New rules, would allow the trucks to cook food on site. But the trucks would also be restricted to sites at least 200 feet



from existing eateries — a distance that will make legal locations scarce.

Tapping the brakes

While Seattle and Chicago encourage food trucks, some cities are now trying to rein in their moveable feasts.

Portland has been a vendor's Mecca, with more than 600 food trucks and carts — at least twice the number as larger Seattle, flourishing under comparatively relaxed rules. For one thing they are allowed to contain their clean up facilities, rather than return to a commissary each night for cleanup. Over time, however, some of these food trucks have so rarely moved that they had built decks, patios and awnings that didn't meet code. Now a move is afoot to get these illegal structures built to code or removed.

In New York City, food trucks lost a court case regulating metered parking spaces, and now they are regularly ticketed, towed or asked to move right in the middle of their lucrative lunch rush.

The new interpretation of the law makes it "onerous" for food trucks to operate, said David Weber, president of the non-profit New York City Food Truck Association.

At the same time, New York operators are grappling with a web of vending codes that have evolved over 100 years — some of which are ill-suited to the mobile eateries and unevenly enforced.

"It's hard to even get a handle on what the rules are... and how these rules are understood over time," said Weber, who owns a restaurant and runs two food trucks in the city.

One rule on the books requires every food truck employee to have certification to collect sales tax — and getting that certification takes two months.

The rule made sense when nearly all vendors owned small carts selling hotdogs or popcorn and had no employees, said Weber. But for food truck owners with a staff, it's a hardship.

"It's hard to attract and retain talented staff," said Weber, who is an owner of Rickshaw Dumpling Bar in the city, and two Rickshaw Dumpling trucks. "And it's a huge burden on these entrepreneurs, because the consequence (of not complying) is \$1,000 fine.

"Often street vendors are seen as parasitic. But we want to be part of the community where we vend," he said. "We are asking the city for a suite of regulations that reflect the changes in the city that will allow (the business) to continue to grow... and contribute to the city in terms of taxes, jobs, culinary innovation, tourism."

Twitter a taco

Despite some bumps in the road, there are few signs the food-truck frenzy is waning.

Companies that build and outfit the kitchens in food trucks report booming business. In a National Restaurant Association annual chef survey, food trucks were expected to be the "hottest operational trend" of 2011.

It is already hot among young urbanites who enthusiastically review their favorites on line, and follow their locations on Twitter and Facebook. New apps, like Mobile Meteor, allow food truck operators help vendors



reach their customers through their smart phones.

“I don’t see it turning down in the near future,” said Marlow, manager of Seattle’s Maximus Minimus. “I do see it maturing ... but we’re not there yet.”

June 14, 2011

<http://detnews.com/article/20110614/OPINION03/106140361>

Metro Detroit's rules against food trucks leave a sour taste

LAURA BERMAN

The gourmet food truck is a movement in Los Angeles, celebrated on its own television show ("The Great Food Truck Race") and spawning followers from Portland to Asheville, N.C.

That trend is hard-pressed to pick up steam in Metro Detroit, given decades of ordinances designed to benefit restaurant owners and thwart mobile operations.

The trend here? Two chefs parked in a Garden City auto repair parking lot last weekend, hoping that cars whizzing by would wonder about the old ice cream truck wrapped in tomato-sauce red and marked by a chef's knife and the name: "Concrete Cuisine."

Jeff Aquilina and partner Justin Kava — chef veterans of Matt Prentice's restaurant operations — were inspired by effusive magazine articles, like one in Time last year, that described how gourmet street food sold from mobile trucks had become a multimillion-dollar business in Los Angeles. But when they revved up their \$60,000 kitchen on wheels on the streets last month, they soon discovered that "innovation" and "entrepreneurship" in Metro Detroit were empty words when it came to selling fried pickles ("frickles") and a Southwest brisket taco served in a crisp won-ton shell with yellow tomato salsa for \$6.95.

Licensed by Wayne County, eager to pay fees and follow rules, the pair quickly hit a wall of regulations and resistance, including Detroit ordinances that essentially ban mobile food operations from anywhere near the downtown stadiums or central business district.

"They're basically not allowed anywhere," says Chris Gulock, a staff member now drafting a new ordinance for the city's planning commission.

The rules prohibit even a fully inspected and licensed restaurant on wheels from public and private property in Detroit, as the law has been interpreted.

But officials in Detroit and elsewhere say the rules date from a previous era that didn't anticipate modern, well-equipped trucks.

This wasn't news to other mobile food truck vendors, from the Airstream FlaminGO! Truck that brazenly flouted the rules for months last year, to Jess Daniel's Neighborhood Noodle, a celebrated "pop-up" noodle shop that briefly morphed into a Neighborhood Noodle cart and is now being retooled, probably as a small brick-and-mortar cookery.

But Aquilina and Kava were stunned to discover they had put their cash and entrepreneurial dreams in a truck — and a trend — with nowhere to go in Detroit.

Suburbs are slightly more open, perhaps because they lack a tradition of pushcarts and street vendors. In Birmingham, a proposed ordinance to allow food vendors downtown on a trial basis was shelved this year after downtown business owners squawked: Instead, the city scaled back ambitions, boldly permitting ice

AMENDMENT MATERIALS

cream trucks for the first time.

Many suburbs do allow mobile food trucks to park on private property. Livonia, for one, allows licensed mobile food operations to park for limited times in public areas.

Concrete Cuisine posts its stops daily on Facebook and Twitter, heading for Farmington Hills parking lots this week and touting a menu that emphasizes locally procured ingredients, creative sandwiches and homemade salsas, ketchup and other sauces.

"The inspectors were excited by the truck," says Sam Aquilina, a certified public accountant who is spokeswoman for and spouse to the chef partner. "It's frustrating. We want to pay taxes, fees, whatever. We want to help Detroit."

Restaurant owners, who are invested in fixed locations and costly operations, are loath to welcome mobile trucks that can scoot in for events and wheel away when business gets slow.

Detroit's planning commission will hold a public hearing on the issue at 5 p.m. Thursday at Focus: HOPE. But an ordinance change will take two or three months at best, says Gulock.

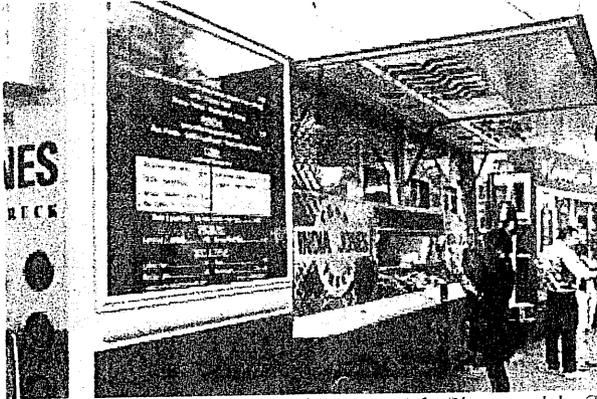
Change comes slowly in Detroit — so slowly that as this food trend gains momentum and legality in Detroit, it's already being pooh-poohed as "over" on the West Coast.

lberman@detnews.com (313) 222-2032 Laura Berman's column appears Tuesdays and Thursdays.

Gourmet Meals on Wheels

By CANDICE YACONO
May/June 2011

'Location, Location, Location'



India Jones offers daily curry and naan specials. Photograph by CANDICE YACONO

For entrepreneurs like India Jones Chow Truck owner Sumant Pardal, the business of selling gourmet street food across a huge, densely populated tract of land means the opportunity to create many local customer bases, rather than being constrained by geography.

The grand majority of traditional restaurants, especially in sprawling metropolises like Los Angeles, rarely see customers from beyond a narrow geographic radius around their restaurant, unless they are one of the few to achieve "superstar" status. But even superstars see the value in food trucks.

"I've been in the restaurant business since I was 17, back in India," Pardal says. "I've owned many different restaurants in Los Angeles over the past 20 or so years. I started the truck in '09, and we were one of the first 15 trucks."

The name, India Jones, draws inspiration from fictional archaeologist Indiana Jones and the fact that Pardal is from India and his wife is from the U.S. state of Indiana.

India Jones' staple menu item is the Frankie, a roti wrap that is a major part of the street food scene in Mumbai.

Pardal's goal is to make the Frankie as much of a household word in the United States as hamburger. A Rajasthan native, Pardal says he grew up eating Frankies at a stand at the Churchgate railway station in Mumbai.

"India is full of street food," he says. "There have been food truck operators in India for the last 40 to 45 years—even Chinese food trucks; they're just not as many or as sophisticated as [in America]. But Frankies have not been popularized here in the United States, yet." That said, his truck has been responsible for introducing the food to a new fan base.

"Singlehandedly, we've made it so thousands and thousands of people walk up and say, 'Hey, let me have a Frankie,'" Pardal says. "We offer six different types, like chicken, shrimp, paneer and veggie."

But the term is so unfamiliar that many customers call Pardal "Frankie," assuming that the food is named after him.

In addition to cruising the streets, the India Jones truck makes frequent appearances in a parking lot across the street from Sony Studios, where motion picture cast and crew members line up during their lunch break for a samosa or mango lassi. Pardal purchased the lot and allows other trucks to sell their food there as well, he says.

Pardal says business is going quite well for him. "The best part is location, location, location," he says. "We go...where the people are."—C.Y.

Social media spurs the popularity of food trucks in the United States, many of which whip up meals of samosas and crepes with equal élan.

Imagine a place where you can order Moroccan couscous with raisins to start off your dinner, followed by a spicy Korean taco and then an oversized French crepe with strawberries for dessert. You linger after your meal, making new friends, watching a rock band perform and sampling other people's dishes.

AMENDMENT MATERIALS

Then, at the end of the evening, an engine roars and the restaurant drives away.

A gourmet food truck trend that started in Los Angeles, California has spread through the United States. A combination of low overhead, devoted customers and room for creativity has allowed the trend, once mocked by many, to flourish into a viable business for thousands of entrepreneurs.

Food trucks have long been patronized by Americans seeking cheap lunch options—typically Mexican tacos or burritos. But in the last three years, a new crop of chefs have achieved fame and fortune serving delicious, healthy, gourmet meals at low prices to a diverse, often hip, clientele.

These mobile entrepreneurs use Twitter and Facebook to broadcast their schedules, as they cart their offerings from business offices to bowling alleys.

“Social media is the reason that the trend gained popularity this fast,” chef and India Jones Chow Truck owner Sumant Pardal says. “We can give minute-by-minute updates on Twitter. Every time we go to a location, we send a tweet, and people are really interested in that tweet.”

Gourmet food trucks got their start about three years ago when they parked in front of top Los Angeles bars and nightclubs, and customers began lining up for delicacies like Korean barbeque tacos.

The Next Best Thing



Local youths sit in front of the Yummy One truck. Photograph by CANDICE YACONO

Indian American entrepreneurs have been quick to pick up on the food truck trend. Currently, about six Indian food trucks roam the streets of Los Angeles. Some are operated by first-time restaurateurs. Others were created by well-established chefs.

“People in L.A. are always looking for the ‘next best thing,’ ” No Tomatoes! truck co-founder Kim Billingsley says. “The newest trend. The hottest style. They’re very open to new ideas and concepts. Anything to save them time; Angelenos are very busy people. They don’t like being told there is only one way to do something. They like options.”

Southern California is a hotbed of fusion cuisine, which perfectly suits the No Tomatoes! truck. Started in October 2010 by Billingsley and Neeraj Patel, who both came from corporate environments, the Indian food truck has become very popular.

“Neeraj always wanted to open a restaurant [or] bar and for several years had tried to find the perfect location at the right price, but was not having much luck,” Billingsley says.

Then, last summer, she saw a Food Network show and had what she called an “a-ha moment.” She called Patel and suggested they try out a food truck to see if they liked the food business. Patel sidelined the idea until Billingsley lost her job; they met the next day at a bar and created their business plan on a white bar napkin.

“Neeraj wanted to offer Indian food that isn’t typically found in a restaurant, but that is representative of the food eaten on the streets of [Mumbai]. Then we added our own twist to make it more appealing to Angelenos,” Billingsley says.

They offer Indian burgers, a top seller, and other fusion dishes in addition to the more traditional offerings.

AMENDMENT MATERIALS

"Most of our customers haven't eaten at a food truck before, or they've had a very limited experience with Indian food," Billingsley says. "It's...fun to watch their expressions and hear their feedback once they've tasted our food. The majority of people, even those that have dabbled in Indian food before, have a perception that it's only curry and it's too spicy..." she adds.

"We often encourage people to try a sample, and if they don't like it, no harm, no foul, but if they do like it their surprise is priceless. It's so amazing to watch someone's face light up when they smell the spice and get the sweet flavors on their tongue, and they love it! The best is when they go and get their friends or family to come and taste, when just a short while before they wanted to just pass by our truck—that's very rewarding!" —C.Y.

When the first trucks' success skyrocketed, other would-be chefs quickly started buying up used food trucks and developing portable menu items that would appeal to the young people of Los Angeles, who grew up in a multicultural world where souvlaki and *samosas* are as familiar to them as hot dogs and French fries.

The queues of people waiting to try the food trucks' wares can sometimes be staggering: Dos Chinos, a Mexican Asian gourmet fusion food truck, frequently sees hundreds of patrons who stand in line for an hour or more, to try the truck's signature dishes.

French cuisine truck, Crepes Bonaparte, attained fame when it competed on a Food Network reality television show, "The Great Food Truck Race."

"It was an absolutely amazing and life-changing experience. We learned a lot through it," truck co-owner Danielle Garcia says. "I think food trucks are just something very fun and different. L.A. is very welcoming to new and different things. There are such diverse people here, and they like to be up on the latest trends. We believe that this trend has room to grow."

The food truck owners have formed a tight-knit community. In an otherwise abandoned empty lot in an industrial area with no traditional restaurant offerings, it's not uncommon to see two long rows of food trucks facing each other during lunch hour, while hundreds of people in business attire wander from truck to truck to peruse each vendor's menu.

At Los Angeles' Union Station, a monthly food truck event sees dozens of trucks parked around the historic building; local bands perform live music all day, and clothing and art vendors ply their trade as well.

Truck operators must obtain permits for every city they work in. Although Los Angeles residents love the trucks, some traditional restaurants have fought bitterly to keep them from parking on the street in front of them, particularly in popular areas like Miracle Mile.

Some business owners have gone so far as to buy old cars and park them in front of their restaurants, in order to keep the food trucks out; they say they will gladly pay any parking tickets, as long as it keeps their competition down the street.

But despite these setbacks, the excitement shows no sign of stopping, or even of slowing down.

"I think, when all is said and done, it's such a growing trend," Pardal says. "People wondered how long it would last at first, but now it's spreading all over [America]."

Candice Yacono is a magazine and newspaper writer based in southern California.

THE COMMERCIAL APPEAL

Memphis, Tennessee

Print-friendly story

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Court Square entertains food truck vendors as Memphis Council approves ordinance

By Jennifer Biggs -

Originally published 02:07 p.m., April 19, 2011 [Updated 11:12 p.m., April 19, 2011]

Center City Commission President Paul Morris was thrilled with the turnout at Tuesday's Food Truck Fare in Court Square, but he didn't stay for lunch. "This is fantastic," he said. "It's brought so many people out and there's a new vibrancy here. I'm excited, but the lines are too long. I'm going to Wrapsody."

A conservatively estimated 600 people rolled through the park to dine from food trucks and to show support for the afternoon's final reading of an ordinance before the Memphis City Council that would greatly loosen the restrictions on mobile vendors. The ordinance passed unanimously.

When Downtown, food trucks will be able to operate 50 feet from a restaurant; elsewhere, the rule is 300 feet. Also, a mobile food truck must stay at a single location for at least 30 minutes and up to six hours. A 1-hour break is allowed.

Lines stretched from nine trucks as people visited with friends or co-workers and enjoyed the sunshine while they waited for crepes, veggie burgers, frozen yogurt and more. There were people with dogs on leashes and some with young children, but most appeared to be Downtown office workers. "This is exactly what we want," said Leslie Gower, vice president of marketing for the Center City Commission, which sponsored the event as part of its Downtown Alive! series.

Justin Fox Burks, a member of Beyond BBQ, the loosely structured group of foodies who organized the event, agreed. "The great thing is that it's drawing people out of their offices," he said. "And look at the trucks: They're locally owned and the owners are in them, working right now. It's all local." Among the vendors were Fuel Cafe, YoLo, A Square Meal on Wheels and The Rolling Pit.

Like Burks, Robby Grant also recently visited Austin, Texas, where he was inspired by the food trucks he saw. "I went to South by Southwest, and it was just more than you could imagine," said Grant, who works in interactive development at Archer-Malmo.

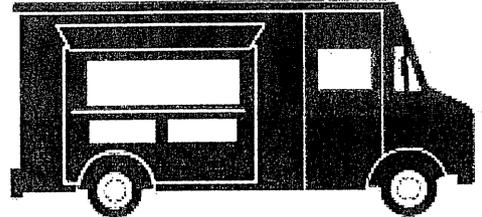
Food trucks are a cultural phenomenon in cities like Austin and Portland, Ore., where "trailer parks" are open late into the night. Chefs in mobile kitchens cook items as diverse as burgers, Asian fusion and popular Mexican dishes, and diners sit at outdoor tables or take their food to go. The difference between a food cart and a truck is that food is prepared onsite in the truck, which requires a kitchen. A cart serves food that is prepared elsewhere.

Deni and Patrick Reilly, the husband-and-wife team who own The Majestic Grille on South Main, recently took a trip to New York City to do some food-truck research. Whether they purchase one or not, she said they feel no threat to their business from mobile vendors. "We are big supporters," she said. "Anything that brings this many people Downtown, especially Downtown to celebrate the culture of food, is a great thing. I walked down here. Our patio is full, Flight's is full, City Market's is full. This isn't deterring anyone from going to a restaurant," she said. "I want a taco truck right across from Majestic."

Memphis: Court Square Entertains Food Truck Vendors, Customers Awaiting City Council Vote

By Jennifer Biggs | CommercialAppeal.com - 2011/apr/19

More than 500 people made their way to Court Square to dine from food trucks and show support for an ordinance before the Memphis City Council that would greatly loosen the restrictions on mobile vendors. The third and final reading was set for later today. Councilman Shea Flinn was among the crowd. "You can certainly see a demand for it," he said. "That'll have to be taken into account. I'm impressed by what I see."



**FOOD TRUCK
FARE MEMPHIS**

Deni Reilly, co-owner of The Majestic Grille with her husband Patrick Reilly, said he had a meeting that couldn't be changed this afternoon, so she planned to go to the council session wearing his chef's jacket. "It's important that they know that the restaurants are behind this, too," she said. "I want a taco truck right across from Majestic."

Lines stretched from a half-dozen trucks as folks visited with friends or coworkers and enjoyed the sunshine while they waited for crepes, veggie burgers and frozen yogurt. There were people with dogs on leashes and some with young children, but most appeared to be Downtown office workers.

"This is exactly what we want," said Leslie Gower, vice president of marketing for the Center City Commission, which sponsored the event as part of its Downtown Alive! series. "We've got office workers loving being outside. This is the most crowded and vibrant I've seen Court Square in a long time."

CHAPTER 26 – MOBILE FOOD VENDORS VEHICLES

City of Evanston, Illinois

SECTION:

8-26-1: - DEFINITIONS:

8-26-2: - PERMIT REQUIRED; APPLICATION:

8-26-3: - LOCATION REVIEW AND RESTRICTIONS:

8-26-4: - APPROVED FOOD AND BEVERAGE LIST:

8-26-5: - SANITATION AND INSPECTIONS:

8-26-6: - RESTRICTIONS ON USE:

8-26-7: - LICENSE ADVERSE ACTION:

8-26-8: - PENALTIES:

8-26-1: - DEFINITIONS:

Mobile food vehicle: A commercially manufactured, motorized mobile food unit in which ready-to-eat food is cooked, wrapped, packaged, processed, or portioned for service, sale or distribution. A mobile food vehicle must be owned and operated by the owner or agent of a licensed food establishment in the City, and must be affiliated with that establishment.

Mobile food vehicle vendor: The owner of mobile food vehicle or the owner's agent; hereinafter referred to as "vendor".

(Ord. No. 64-O-10, § 1, 9-13-10)

8-26-2: - PERMIT REQUIRED; APPLICATION:

(A)

It shall be unlawful for any person to operate within the City a mobile food vehicle, as defined in this chapter, without first having obtained a license for that purpose.

(B)

Any person desiring to operate a mobile food vehicle shall make a written application for such license to the City Manager or his/her designee. The application for such license shall be on forms provided by the City Manager or his/her designee and shall include the following:

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1. Name, signature and address of each applicant and each corporate officer.
2. Name and address of the approved commercial supply source and the affiliated licensed food establishment in the City.
3. A description of the preparation methods and food product offered for sale, including the intended menu, display, and distribution containers.
4. The anticipated volume of food to be stored, prepared and sold.
5. Plans and specifications for the mobile food vehicle, including the proposed layout, photographs, mechanical schematics, construction materials, finish schedules, equipment types, manufacturers, model numbers, locations, dimensions, weight of vehicle per wheel, performance capacities, power source, installation specifications, and information on any custom fabricated equipment.
6. Proof of access to restrooms with a hand sink for use by employees within two hundred (200) feet of the mobile food vehicle during times when the vehicle is parked in one (1) location for more than two (2) hours. Proof of access shall be evidenced by written agreement between the vendor and the business or entity which will provide such access.
7. A valid copy of all necessary licenses or permits required by State Health or Transportation Authorities.
8. A signed statement that the vendor shall hold harmless the City and its officers and employees, and shall indemnify the City, its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of the permit. Vendor shall furnish and maintain such public liability, food products liability, and property damage insurance as will protect vendor, property owners, and the City from all claims for damage to property or bodily injury, including death, which may arise from the

AMENDMENT MATERIALS

operations under the license or in connection therewith. Such insurance shall provide coverage of not less than one million dollars (\$1,000,000.00) per occurrence. The policy shall further provide that it may not be cancelled except upon thirty (30) days' written notice served upon the City of Evanston Law Department. A license issued pursuant to the provisions of this section shall be invalid at any time the insurance required herein is not maintained and evidence of continuing coverage is not filed with the City of Evanston Law Department.

9.

The proposed location(s) and times of operation for conducting business in accordance with this chapter. Vendors shall be required to provide to the City a signed statement that the vendor shall hold harmless the adjacent property owner(s) for any claims for damage to property or injury to persons which may be occasioned by any activity carried on or under the permit. No application will be accepted for a permit to operate at a location where a current permit has been issued or a complete application is pending. If the proposed location is private property, the applicant shall provide to the City written consent from the property owner.

Vendor shall notify the City Manager or his/her designee within thirty (30) days of any changes to application information. It shall be the duty of the City Manager or his/her designee to inspect the vehicle and determine the fitness and suitability of the vehicle for its intended use.

(C)

License fees: All vendors licensed under this chapter shall pay an annual license fee of five hundred dollars (\$500.00). The fee for any such license issued after July 1 in any calendar year shall equal two hundred fifty dollars (\$250.00). This Subsection (C) is retroactive to September 13, 2010.

(D)

Form and condition of permit: In addition to naming the vendor, the approved operating location site diagram, and other information deemed appropriate by the City Manager or his/her designee, the mobile food vehicle vending permit shall contain the following conditions:

1.

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Each mobile food vehicle vending license shall expire on December 31 of each year.

2.

The license shall not be transferrable from person to person or from place to place without the approval of the City Manager or his/her designee.

3.

The approved operational location may be changed, either temporarily or permanently, by written notice of the City Manager or his/her designee.

4.

The license is valid for one (1) vehicle only.

5.

There shall be issued to each vendor a suitable decal that shall be permanently and prominently affixed to the vehicle.

(E)

Refusal to issue; suspension; revocation: Licenses authorized to be issued pursuant to this chapter may be suspended, revoked or refused to be issued upon good cause shown. The issuing authority may refuse to issue, revoke, or suspend a license if any applicant or agent thereof refuses to comply with any requirement of this chapter.

(F)

Temporary food establishment permit: A mobile food vehicle vendor who has a current valid permit under this section shall not be required to obtain a temporary food establishment permit in order to conduct business at a private event, unless said vendor alters its current and approved menu, in which case the mobile food vehicle vendor shall be required to obtain a temporary food establishment permit in order to operate at a private event.

(Ord. No. 64-O-10, § 1, 9-13-10; Ord. No. 3-O-11, § 1, 1-24-11)

8-26-3: - LOCATION REVIEW AND RESTRICTIONS:

Proposed operating locations shall be reviewed as follows:

(A)

Upon receipt of a complete application for a license, the license shall be referred to the Director of Public Works for approval or disapproval. The use of the licensed operating location for mobile food vending

AMENDMENT MATERIALS

must be compatible with the public interest in use of the public right-of-way. In making such determination, the Director of Public Works shall consider the width of the public way, parking issues and traffic congestion, the weight that can be supported by the paving or street surface at the proposed location, the proximity and location of existing street furniture, including, but not limited to, utility poles, parking meters, bus shelters, benches, street trees, news racks, as well as the presence of bus stops, truck loading zones, taxi stands, valet parking zones, or other businesses or approved mobile food vehicles to determine whether the requested location would result in pedestrian or street congestion.

(B)

The Director of Public Works shall not approve a location where a mobile food vehicle would substantially obstruct a public way, impair the movement of pedestrians or vehicles, or pose a hazard to public safety. The Director of Public Works shall not approve any location which is adjacent to a bus stop, taxi stand, or handicap loading zone, within thirty (30) feet of an intersection, within three (3) feet of a curb, or directly in front of a property entryway. Pedestrian walkways of no less than six (6) feet must be maintained around the mobile food vehicle.

(C)

It shall be unlawful for a mobile food vehicle vendor to park, stand, or operate in a location which is adjacent to or within one hundred (100) feet of a licensed food establishment. This requirement may be waived if the application is submitted with the written consent of the proprietor of the adjacent licensed food establishment. No person or corporation shall either pay or accept payment for the written consent provided herein. This requirement shall not apply to the licensed food establishment affiliated with the mobile food vehicle vendor.

(D)

The approved operating location(s) shall be indicated on the license and shall include the area of the mobile food vehicle. The license must be prominently displayed on the vehicle.

(E)

If a permit for the requested operating location(s) is denied, the applicant may select an alternate location(s), which shall also be referred to the Director of Public Works for review.

AMENDMENT MATERIALS

(F) The City shall not approve more than one (1) mobile food vehicle per private parking lot, which must remain in compliance with the zoning code, including the off-street parking requirements for the host parking lot. The vehicle shall not block required drive aisles.

(G) Vendor shall not operate a mobile food vehicle within five hundred (500) feet of any fair, carnival, circus, festival, special event, or civic event that is licensed or sanctioned by the City except when vendor has obtained a temporary food permit from the City.

(H) On days when school is in session at Evanston Township High School, it shall be unlawful for any vendor to operate a mobile food vehicle on the following streets:

Church Street between Pitner Avenue and Dewey Avenue;
Dodge Avenue between Lyons Street and Dempster Street; and
Lake Street between Pitner Avenue and Darrow Avenue.

On days when events are being conducted within the Evanston Township High School Memorial Stadium, it shall be unlawful for any vendor to sell or offer for sale any food, beverages or any other merchandise whatsoever on the following streets:

Church Street between McDaniel Avenue and Dewey Avenue;
Hartrey Avenue between Emerson Street and Church Street;
Lyons Street between Leland Avenue and Hartrey Avenue; and
Pitner Avenue between Church Street and Lake Street.

(I) On days when school is in session at elementary, middle, and secondary schools (public or private), it shall be unlawful for any vendor to operate a mobile food vehicle within five hundred (500) feet of the property of said schools. *Exception:* During summer school sessions, this restriction shall apply only to those individual schools which are in operation.

(J) It shall be unlawful for any vendor to operate a mobile food vehicle in or within one hundred (100) feet of the public parks enumerated in Sections 7-10-1 and 7-11-1 of this Code, or without first obtaining

written authorization from the City. This restriction may be waived by the City Manager or his/her designee.

(K)

A vendor shall not operate on private property within the corporate limits of Evanston without first obtaining written consent to operate from the affected private property owner.

(Ord. No. 64-O-10, § 1, 9-13-10)

8-26-4: - APPROVED FOOD AND BEVERAGE LIST:

The Director of the Health Department shall maintain a record of approved food and beverage items which may be prepared and sold by mobile food vehicle vendors. Requests to have a food or beverage item considered for approval shall be submitted in writing to the Director of the Health Department, who shall determine whether the food or beverage item is capable of preparation and service from the mobile food vehicle based on the equipment being used and the design and construction of the vehicle.

(Ord. No. 64-O-10, § 1, 9-13-10)

8-26-5: - SANITATION AND INSPECTIONS:

(A)

All mobile food vehicles shall be kept in a clean and sanitary condition. It shall be the duty of the City Manager or his/her designee to make or cause to be made such inspections as may be necessary to ensure all mobile food vehicles are kept in a clean and sanitary condition. The City Manager or his/her designee, bearing proper identification, shall be permitted to enter any mobile food vehicle at any reasonable time for the purpose of inspecting to determine whether the vendor has complied with the terms of this title. Additionally, the vendor shall, on request, provide the City Manager or his/her designee with the records of the mobile food vehicle to obtain information pertaining to food and supplies purchased, received, or used. Denial of access to the mobile food vehicle or to said records shall be deemed an interference with the City Manager or his/her designee in the performance of his/her duties.

(B)

All food storage, preparation and distribution of food, and vehicle equipment must meet applicable Illinois Department of Public Health

AMENDMENT MATERIALS

standards and requirements, as well as standards to be determined by the City Manager or his/her designee.

(C)

All food, beverages, ice and other materials sold or used in preparation of goods to be sold must be obtained from an approved commercial source.

(D)

All off-site food preparation and food storage must be done at the primary licensed food establishment. Food cannot be prepared in a home.

(E)

All waste liquids, garbage, litter and refuse shall be kept in leak-proof, nonabsorbent containers which shall be kept covered with tight-fitting lids and properly disposed of at the affiliated licensed restaurant. No waste liquids, garbage, litter or refuse shall be dumped or drained into sidewalks, streets, gutters, drains, trash receptacles, or any other place except the affiliated licensed restaurant. A garbage receptacle shall be easily accessible for customer use. Vendor shall be responsible for all litter and garbage left by customers.

(Ord. No. 64-O-10, § 1, 9-13-10; Ord. No. 3-O-11, § 2, 1-24-11)

8-26-6: - RESTRICTIONS ON USE:

(A)

Hours of operation shall be limited to the hours between 7:00 a.m. and midnight. The hours of operation for mobile food vehicles located within three hundred (300) feet of a residential building or a mixed use building with a residential component shall be limited to the hours between 7:00 a.m. and 10:00 p.m. No approved mobile food vehicle shall be left unattended on a public way, nor remain on a public way outside of these allowed hours of operation.

(B)

No mobile food vehicle vendor shall use or maintain any outside sound amplifying equipment, lights, or noisemakers, such as bells, horns or whistles.

(C)

No mobile food vehicle shall use external signage, bollards, seating, or any other equipment not contained within the vehicle.

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- (D) The mobile food vehicle shall not have a drive-through.
- (E) Vendor shall obey any lawful order of a police officer to move to a different permitted location to avoid congestion or obstruction of a public way or remove the vehicle entirely from the public way if necessary to avoid such congestion or obstruction.
- (F) The mobile food vehicle must prominently display the name and address of the owner.
- (G) Any power required for the mobile food vehicle located on a public way shall be self-contained and shall not use utilities drawn from the public right-of-way. Mobile food vehicles on private property may use electrical power from an adjacent property only when the owner provides written consent. All other power sources must be self-contained. No power cable or equipment shall be extended at grade across any City street, alley or sidewalk.
- (H) All identifying information, logos, advertising, decorations, or other displays on the exterior of a mobile food vehicle shall conform to the purposes set forth in Section 4-12-2 of the Evanston City Code regulating commercial signage, to the extent applicable. In particular, exterior displays shall be designed to minimize confusion or distraction that jeopardizes vehicular and pedestrian safety and shall be harmonious with the surroundings and consistent with the character of the community in which the mobile food vehicle operates.

(Ord. No. 64-O-10, § 1, 9-13-10)

8-26-7: - LICENSE ADVERSE ACTION:

An application or approved license may be denied, revoked, suspended, or not renewed for any of the following reasons:

- (A) The application contains material omissions or false, fraudulent, or deceptive statements.

AMENDMENT MATERIALS

(B)

The vehicle is operated in such a manner as constituting a public nuisance per the Evanston Code of Ordinances or state statutes.

(C)

The proposed operation is in violation of any federal, state, or local laws including, but not limited to, the provisions of this Code pertaining to food, fire prevention, public health or safety.

The provisions of this section are not exclusive. This section shall not preclude the enforcement of any other provisions of this Code or state and federal laws and regulations.

(Ord. No. 64-O-10, § 1, 9-13-10)

8-26-8: - PENALTIES:

Any person licensed under this chapter or any agent thereof violating any of the provisions of this chapter shall, upon conviction thereof, be fined not less than five hundred dollars (\$500.00) for each violation.

(Ord. No. 64-O-10, § 1, 9-13-10)

CITY OF WOODSTOCK
PLAN COMMISSION - ABRIDGED MINUTES
June 23, 2011 - City Council Chambers

The regular meeting of the Woodstock Plan Commission was called to order at 7:00 PM by Chairwoman Katherine Parkhurst on Thursday, June 23, 2011 in Council Chambers at City Hall. A roll call was taken.

COMMISSION MEMBERS PRESENT: Don Fortin, Jack Porter, William Clow, Darrell Moore, Steve Gavers, Doreen Paluch, and Katherine Parkhurst

COMMISSION MEMBERS ABSENT: Robert Horrell and Erich Thurow

STAFF PRESENT: Planning and Zoning Administrator Jim Kastner, Assistant City Attorney Carlos Arevalo

**NEW BUSINESS - PUBLIC HEARING: UNIFIED DEVELOPMENT
ORDINANCE AMENDMENTS PERTAINING TO MOBILE KITCHENS**

Chairwoman Parkhurst opened the Public Hearing at 7:05 PM. It was determined that a quorum was present. Mr. Nabil A. Baaklini, 11510 Charles Road, the petitioner, was sworn in by Mr. Arevalo. The Petitioner is requesting that the Unified Development Ordinance (UDO) be amended to allow “mobile kitchens” as a temporary use within specific commercial zoning districts in Woodstock. He advised the Commission that while mobile kitchens are becoming very popular in many cities, including several in New York and California, many local regulations don’t support their establishment.

Mr. Baaklini pointed out that there are things in other cities which Woodstock does not have. He noted that most of the restaurants in the City are concentrated in the downtown area or on Route 47, with a noticeable lack of food establishments outside of these areas. As a result, people have to drive to satisfy their dining needs. According to Mr. Baaklini, mobile kitchens are needed, would provide a benefit to these areas and the people in them, and would also look good. They would also have a social impact and would give people an opportunity to be friendly and socialize with each other. Mr. Baaklini further stated that the use of mobile kitchens, which serve a presently unmet need, would not impact “brick and mortar” restaurants.

W. Clow verified that the proposed amendment would allow mobile kitchens to be situated at different locations within the City and that a temporary use permit would be required at each location. He also confirmed that all other zoning ordinance requirements would be applicable. Mr. Baaklini noted that the County Health Department is very concerned about quality and very demanding. He also questioned concerns over parking since the majority of customers would be walking to his establishment.

D. Paluch discussed public right-of-way versus private property restrictions on mobile kitchens and observed that it seemed impossible to place them on public streets. J. Kastner indicated that this was correct and admitted that the City Code does not contain provisions whereby a mobile kitchen can conduct business on a street. D. Paluch also questioned whether mobile kitchens would compete with “brick and mortar” restaurants and whether this could discourage restaurant owners and operators from investing in their property.

Mr. Baaklini supported regulations which prohibited mobile kitchens from being placed within a certain distance of existing restaurants or other mobile food establishments. He indicated that the purpose of allowing mobile kitchens is to fill a demand at locations not presently served by existing food establishments.

D. Paluch pointed out that it is important to realize that the regulations being considered by the Commission will apply to anyone wanting to operate a mobile kitchen and, if approved, would not apply just to Mr. Baaklini. Mr. Baaklini that the City would always know where he would be and that because of the high quality of his food, it would be difficult for others to compete.

In response to D. Paluch's query regarding refuse containers, J. Kastner informed the Commission that the need for these is addressed by the County Health Department. Mr. Baaklini added that recycling and trash receptacles would be provided. D. Paluch thought that language requiring waste containers would be appropriate.

D. Fortin expressed concern with how this will be enforced and the extra burden that it will place on the City staff. He also indicated concern regarding the additional competition that mobile kitchens will generate and how it will impact existing restaurants.

Mr. Baaklini disagreed with the comments regarding additional competition and pointed out that there is nothing which prohibits him from opening a completing restaurant immediately next to an existing restaurant. He also thought that competition provided greater choices and is good for the consumer. D. Fortin responded by stating that a mobile kitchen could relocate if it was not successful, but a "bricks and mortar" restaurant does not have this option and was restricted to a single site. Mr. Baaklini declared that his mobile kitchen would not be on the Square or on Route 47, but in areas not served by food establishments. He referred to the McHenry County Government Center as an area where there was a lack of fine dining opportunities.

K. Parkhurst stated that the main issue appeared to be related to location and where a mobile kitchen could be established. J. Porter agreed and both he and K. Parkhurst discussed whether or not a mobile kitchen should be allowed as a temporary use or if a special use permit would be a better way to evaluate a mobile kitchen use at a specific location.

J. Porter verified that sales taxes will be paid and that the mobile kitchen could operate for an entire 12-month time period. Mr. Baaklini advised the Commission that the mobile kitchen was being winterized in Florida and is intended to provide food for the entire year. He also added that there will be no outdoor seating.

D. Moore noted that he worked for the County and recognized that there was a lack of dining options in the vicinity of Ware Road and Route 47. He stated that the Commission needs to evaluate the proposed ordinance amendments in a "worst case" scenario and consider what the impact would be by allowing mobile kitchens within business districts and the conditions they should have to meet. He suggested that it might be appropriate to restrict mobile kitchens in the B2C downtown business district. He also stated that it may also be appropriate to consider limiting the number of temporary use permits that could be held by a single individual, restricting them to private property (*except for the County property*), and stipulating that they not displace required parking spaces. .

D. Fortin stated that the proposed amendment was too vague and would be difficult to enforce, and that there was no need to make the requested ordinance changes. He also stated that he did not support the applicant's request.

K. Parkhurst indicated that she liked this concept for special events, but was not ready to embrace this proposed use throughout the City.

The public portion of the public hearing commenced at 8:20 PM.

Terry Pirro, 228 Main Street, questioned whether Mr. Baaklini's business was an "Illinois S corporation". Mr.

Baaklini responded that it was. Mr. Pirro concluded his comments by asking the Plan Commission to “please don’t do this.” Mr. Baaklini asked that the Commission not kill this idea because it’s seen as a threat or because it’s not clear, or because you want to protect other businesses.

Nancy Asproyerakas, 11510 Charles Road, stated that the Plan Commission should look at what’s been done in other communities and whether allowing food trucks is a plus. She agreed that it could increase competition, but would add to the community and that all of the Commission’s concerns could be resolved.

The public comment portion of the public hearing was closed at 8:30 PM.

D. Paluch declared that she was not ready to say “yes” or “no” to the applicant’s request. She opined the proposed temporary use might provide a potential benefit to areas not served by existing restaurant establishments, but wondered how other communities addressed this issue. She also thought that it would be a good idea to continue the public hearing until the applicant could provide more information.

Additional discussion occurred about whether allowing a mobile kitchen as a “temporary use” or as a “special use” was better for the City.

Motion by W. Clow, second by J. Porter to **table the public hearing to the Plan Commission’s August 25, 2011 meeting** for the purpose of obtaining additional information regarding how other communities address this issue and to review an ordinance allowing mobile kitchens as special uses. In response to Mr. Baaklini’s query, J. Porter indicated the Commission could vote on his request, but that the outcome did not look promising. Mr. Baaklini agreed to the tabling action.

A roll call was taken. Ayes: D. Moore, W. Clow, J. Porter, S. Gavers, D. Paluch, D. Fortin, Chairwoman Parkhurst. Nays: None. Absentees: E. Thurow and R. Horrell. Abstentions: None. Motion carried.

CITY OF WOODSTOCK
PLAN COMMISSION – ABRIDGED MINUTES

August 25, 2011 - City Council Chambers

The regular meeting of the Woodstock Plan Commission was called to order at 7:00 PM by Chairwoman Katherine Parkhurst on Thursday, August 25, 2011 in Council Chambers at City Hall. A roll call was taken.

COMMISSION MEMBERS PRESENT: Darrell Moore, Jack Porter, Robert Horrell, Erich Thurow, Doreen Paluch, Don Fortin, William Clow, Chairwoman Katherine Parkhurst

COMMISSION MEMBERS ABSENT: Steve Gavers

STAFF PRESENT: Planning and Zoning Administrator Jim Kastner, Assistant City Attorney Kelly Cahill, City Planner Nancy Baker

OTHERS PRESENT: City Clerk Lauren Kleinjan

Public Hearing: Amendment to Unified Development Ordinance to Allow Mobile Kitchens as a Temporary or Special Use (tabled from June 23, 2011 meeting).

Chairwoman Parkhurst opened the Public Hearing at 7:49 PM. It was determined that a quorum was present.

Mr. Kastner explained that the applicants presented a request at the June 23, 2011 Plan Commission meeting for an amendment to the Unified Development Ordinance (UDO) to allow mobile kitchens in Woodstock and for the issuance of a temporary or special use permit. Mr. Kastner stated that at the conclusion of the June 23, 2011 meeting, the Plan Commission asked for more information and to see what other communities are doing and to prepare a draft special use ordinance.

Mr. Kastner also explained the difference between a temporary use permit and a special use permit as it would apply to the applicant's request. He explained that a temporary use permit is issued administratively by City staff rather than being approved by the City Council. In contrast, a special use permit would require a public hearing in front of the Plan Commission. After the hearing, the Plan Commission would have to decide whether the permit should be issued and forward the recommendation to the City Council. The City Council would then decide if a special use permit can be issued. Mr. Kastner also explained the fees involved with each type of permit. A temporary use permit has a fee of \$100.00 whereas a special use permit is \$595.00 and may include extra fees.

Mr. Kastner explained that the Commission questioned during the June 23, 2011 meeting whether a mobile kitchen was appropriate for Woodstock or if there was any indication that there is a need or demand for mobile kitchens in the City.

Ms. Sandra Kerrick of Caldwell, Berner & Caldwell, LLP, 70 W. Madison Street, Woodstock and Mr. Nabil Baaklini and Ms. Lais Asproyerakas Baaklini, the Petitioners, 11510 Charles Road, Woodstock, were sworn in by Ms. Cahill. Ms. Kerrick explained to the Commission that there is a need for the mobile kitchen in Woodstock. She stated that there are about 1,300 people working at the McHenry County courthouse and thousands more go there each day. Russell Court, which is just south of the courthouse, has an office building located there with a vacant parking lot. Ms. Kerrick stated that the owners of the office building and vacant lot have confirmed that the request for the mobile kitchen is a terrific idea as there are no restaurants close to that area. Because there are no restaurants in the area, Ms. Kerrick explained that the concern of unfair competition does not exist. The restaurants that already exist on Route 47 are further south and the mobile kitchen would be north of the current chain of restaurants.

Ms. Kerrick also clarified that it was never the Petitioner's intent to provide service to the square and the request was for a location near the courthouse. She and her clients never intended to be dependent on pedestrian traffic in Woodstock. They are aware that there is currently no food service provided at the courthouse, with the exception of vending machines, which makes their mobile kitchen a place for employees and visitors of the courthouse to go on lunch or breaks. She also stated that the courthouse has no interest in providing a food service inside the building or on the property. This would allow workers/visitors to not depend on their vehicles for breaks and would provide an opportunity to have food near the premises.

Ms. Kerrick explained that the only other location that the Petitioner identified for business purposes was the Harley Davidson site on Route 47. She explained that this location would welcome a mobile kitchen for special events, but that the location on Russell Court near the courthouse would be their primary location.

She acknowledged the Commission's concern for allowing mobile kitchens and the possibility of more applications in the future, but stated that there are enough criteria in the application form to weed out applicants that are not serious. She asked the Commission to consider this issue. Ms. Kerrick also stated that if a temporary use permit is issued for the Petitioner, it will expire every 12 months and if there are any issues, they can be considered during the renewal process.

Ms. Baaklini explained that up until three years ago, a sandwich shop ran three trucks on the streets, serviced places such as granaries and factories but had no permit. She stated that it has already been done in Woodstock, but that they won't be traveling the streets.

Mr. Baaklini explained that he owned a restaurant for 30 years and retired and moved to Woodstock. He stated that he asked around in the area and people seemed open to the idea of a mobile kitchen that would serve fresh food that would be cooked or baked on the spot. He said that he is almost done with the permits needed by the Health Department, but until now, there has been no sign that he would be stopped with his request for the mobile kitchen.

Mr. Baaklini said that he has put everything into this proposal and would not offer anything that would be out of character for Woodstock; he only wants top quality things for the town. He also stated that if a temporary use permit is issued and any problems arise, those problems can be considered upon renewal. He stated that he is 100% sure that he can do great business for the town. He thanked the Commission for their time and expressed his appreciation for giving him a second chance.

R. Horrell questioned if amending the UDO would open the doors for this type of business and if there was a way the City could restrict the number of permits that are issued. Ms. Cahill said that she doesn't see a problem with limiting the number of temporary use permits that are available, and stated that the City can do the same as it does for liquor licenses and amend the ordinance to add licenses in the future.

Chairwoman Parkhurst polled the Commission members to see if this request is a good idea and if the next step would be discussing permits and amending the UDO. She clarified that the discussion would be about the UDO, not the petition at hand. The Commission decided to discuss the request further.

In reference to special use permits versus temporary use permits, Ms. Cahill stated that she would not be comfortable with limiting the number of special use permits. D. Paluch explained that she is not comfortable with putting limitation on permits, but that the City should look at each individual application to see if a permit is suitable. She does not think the number of permits should be limited by randomly choosing a number.

D. Fortin and R. Horrell expressed that they are in favor of using temporary use permits. R. Horrell explained that he would like to see more restrictions on the business areas and said that if there are more requirements or restrictions, then the City will have a greater amount of control and help limit the amount of mobile kitchens in Woodstock. J. Porter stated his concern for the character of Woodstock and how mobile kitchens are not part of that. He also commented that if a temporary use permit is issued and the applicant doesn't make it, it is their risk, not the City's risk. E. Thurow also agreed that a temporary use permit would be best.

Chairwoman Parkhurst reiterated that the Commission is in agreement of discussing temporary use permit for the purpose of this proposal.

D. Moore questioned the language of the ordinance in reference to a mobile kitchen "shall be affiliated with a restaurant." He stated that the work "affiliated" needed to be defined and that the number of trucks that are affiliated with a restaurant may need to be limited.

D. Paluch added that she also is concerned with the term "affiliated with." She explained that from a legal perspective, there could be problems with liability if affiliated with a certain restaurant. She feels that there needs to be more strength in the definition and referred to the Evanston example provided where the language states "owned and operated by."

Chairwoman Parkhurst suggested that the language be removed completely. Ms. Kerrick agreed with Chairwoman Parkhurst and would also prefer the affiliation language be removed. Chairwoman Parkhurst asked the commission members if they would prefer to take the affiliation requirement out; all members agreed to that suggestion.

In response to D. Moore, Mr. Kastner clarified that an applicant either meets the criteria for a temporary use permit or they don't. It would not be a judgment call by the staff, but rather by the ordinance.

R. Horrell questioned the need for event permits for Harley Davidson events. Mr. Kastner stated that businesses can have someone come in and serve food as part of an event and an event permit is not required. If the applicant were going to be at the business every weekend, then a permit would be required.

D. Moore inquired about the ability to deny permits at the end of each permit period. He stated that there was language about fines, but no statement of denying permits. Mr. Kastner stated that permits can be denied if they do not meet the criteria. He also said that there is an existing section in the UDO that addresses violations. Mr. Kastner also stated that if the Health Department notices a violation or that the owner is not in compliance, the City can invalidate the permit.

R. Horrell questioned if the correction of violations can be a condition in the renewal process. Ms. Cahill stated that there could be a provision that addresses renewals being denied based on past violations and that within a year, a permit can be revoked if the violation is not cured within a certain amount of time.

Chairwoman Parkhurst questioned the distance clause. W. Clow thinks that the clause is justified with one mobile kitchen per site as stated in the proposal. R. Horrell suggested removing 7-B from the proposal that states only one mobile kitchen per site. D. Fortin added that the market will ultimately determine how many mobile kitchens will be in Woodstock in the future.

E. Thurow expressed concern for the foot traffic across the road and questioned the location. Ms. Cahill suggested addressing that issue by adding language suggesting that the permit has to be

reviewed by the City for public safety issues. If it does not pass this review, then a permit is not issued.

J. Porter questioned the sales tax and if the City would receive the taxes. Ms. Kerrick stated that Woodstock will receive the sales tax since the point of sale of the food will be within the city limits of Woodstock.

Public Comments of Public Hearing

There were no public comments.

Chairwoman Parkhurst reviewed the items that the Commission discussed regarding the proposed ordinance. She summarized the following amendments that the Commission members supported during the discussion:

- Removal of the language regarding “affiliated business.”
- Removal of the requirement of only one (1) mobile kitchen per site (Item 7-B).
- Addition of the language stating that the permit request will be reviewed by police and public works for safety.
- Addition of language clarifying that the point of sale will be Woodstock – so that Woodstock will receive the sales tax (Ms. Cahill look into this further)
- Addition of language regarding site cleanup.

Ms. Kerrick thanked the Commission for their consideration. Mr. Baaklini also expressed his appreciation and commended the Commission for everything they have done.

The Public Hearing was closed at 9:41.

Motion by W. Horrell, second by J. Porter, to recommend approval of the temporary use permit amendment to the UDO for mobile kitchens with the changes discussed by the Commission. A roll call vote was taken. Ayes: R. Horrell, E. Thurow, D. Paluch, J. Porter, W. Clow, D. Moore. Nays: D. Fortin, Chairwoman Parkhurst. Absentees: S. Gavers. Abstentions: None.

ORDINANCE NO. 11-O-_____

***An Ordinance Amending Section 2.3 and Table 7A.4 and Section 7B.3.8
of the City of Woodstock Unified Development Ordinance, 2010 Edition, to Establish
Temporary Use Regulations for Mobile Kitchens***

WHEREAS, the City of Woodstock has received a request to establish and operate a mobile kitchen on a temporary basis within the City of Woodstock corporate limits; and

WHEREAS, the City's zoning regulations as set forth in the City of Woodstock Unified Development Ordinance, 2010 Edition, ("Ordinance") do not provide for such a use; and

WHEREAS, in order to allow a temporary mobile kitchen within the City it is necessary to amend specific sections of the Ordinance; and

WHEREAS, a public hearing on said amendments was held by the City of Woodstock Plan Commission on June 23, 2011 and August 25, 2011 after due notice in the manner provided by law; and

WHEREAS, after the conclusion of said public hearing the Plan Commission recommended that the City Council approve said amendments; and

WHEREAS, the Woodstock City Council has considered the comments and evidence presented at the Plan Commission's public hearing, as well as the recommendations of the Plan Commission.

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

SECTION 1: Section 2.3 entitled "Definitions" in Chapter 2 of the City of Woodstock Unified Development Ordinance is hereby amended by adding the following definition of the term "mobile kitchen":

Mobile Kitchen: shall mean a commercially manufactured mobile food unit intended or designed for the cooking or preparation of hot and cold ready-to-eat food and drink for sale or distribution, established on non-municipally owned property and on a temporary basis.

The location of a mobile kitchen can change from time to time through the use of motorized transportation, and shall not be located in or on a permanent building or structure. A mobile kitchen shall not include ice cream trucks or food vending pushcarts, bicycles, or stands.

SECTION 2: Table 7A.4 entitled “Allowed and Special Use Table” in Chapter 7 of the City of Woodstock Unified Development Ordinance is hereby amended by including the phrase “mobile kitchen” under the “food and beverage” category and in the B2, B3, B4, B5, M1 and M2 zoning districts only as a “temporary use”.

SECTION 3: Section 7B.3.8 entitled “Specific Temporary Use Criteria and Requirements” in Chapter 7B of the City of Woodstock Unified Development Ordinance is hereby amended by adding the following new subsection I pertaining to “mobile kitchens”:

7B.3.8 Specific Temporary Use Criteria and Requirements

I. Mobile Kitchen

1. A temporary use permit is required for the establishment and operation of a mobile kitchen on property zoned and located in a B2, B3, B4, B5, M1 or M2 zoning district. A mobile kitchen shall not be allowed to operate on property zoned or used for residential activity.
2. A mobile kitchen shall not be allowed to operate in a location within one-hundred-fifty (150) feet of any licensed food service establishment or restaurant. This requirement may be waived if written consent of the proprietor of said licensed food service establishment or restaurant is provided to the City. No person shall pay or accept payment for such consent.
3. A separate temporary use permit shall be required for each location used as the site of a mobile kitchen. Any person desiring to operate a mobile kitchen shall make a written application for such temporary use permit to the City. The application shall be on forms provided by the City and shall include the following:
 - A. Name, signature, and address of the permit applicant and the property owner, and the required permit fee.
 - B. A valid copy of all necessary licenses or permits required by the State and County health or transportation authorities.
 - C. The location(s) and days and hours of operation.
 - D. Site plan showing the location(s) of the mobile kitchen on the property, with property lines, physical improvements, existing buildings and structures, parking areas and spaces, and similar features.
 - E. Depiction of appearance and design of mobile kitchen, including exterior

dimensions, signage, and exterior lighting features.

- F. Information regarding provisions for power, potable water, and sanitary waste disposal.
 - G. Information regarding vehicular and pedestrian access to the site and parking arrangements for customers.
4. The application for a temporary use permit for the establishment and operation of a mobile kitchen shall be accompanied by a non-refundable five-hundred dollar (\$500.00) application/permit fee.
 5. A temporary use permit for the establishment and operation of a mobile kitchen shall comply with the standards, requirements, and applicable provisions of the Woodstock Unified Development Ordinance unless otherwise provided for in this Section.
 6. A temporary use permit for the establishment and operation of a mobile kitchen is valid for one (1) vehicle only and shall not be transferable from person to person or from place to place without the approval of the City .
 7. A mobile kitchen shall comply with all applicable regulations of the McHenry County Department of Health and the State of Illinois.
 8. At any time a mobile kitchen is not in compliance with any City ordinance, the permit, at the City's sole discretion, may be revoked and/or a permit may not be renewed.
 9. A temporary mobile kitchen shall comply with the following standards, requirements and specifications:
 - A. A mobile kitchen shall be portable and completely removed from its temporary use location when the temporary use permit expires.
 - B. The City, at its sole discretion, may require that permit applications be reviewed by the Police and Public Works departments and the Woodstock Fire Protection District for public safety issues.
 - C. A mobile kitchen shall not be located on any parcel zoned or used for residential activity.
 - D. A mobile kitchen located on property with an existing principal use shall not interfere with fire lanes or with vehicular or pedestrian circulation. Additional street access shall not be provided.
 - E. A mobile kitchen shall not block any means of emergency ingress/egress to an existing principal use on a parcel.

- F. A mobile kitchen shall meet and comply with all applicable parking space setback requirements.
- G. A mobile kitchen shall be situated on a paved surface.
- H. A mobile kitchen shall not displace parking required for the principal use on a parcel.
- I. A mobile kitchen shall not be open earlier or later than the time frame specified on the approved temporary use permit. In all cases, the hours of operation for a mobile kitchen located within 300 feet of a residential dwelling shall be limited to the hours between 7:00 a.m. and 11:00 p.m.
- J. Signage for a mobile kitchen shall not conflict with the City of Woodstock Sign Control Ordinance.
- K. Lighting for a mobile kitchen shall comply with City of Woodstock Project Review Design Guidelines. Portable lights, lights which flash, and similar attention-getting devices are not permitted. Outside amplifying equipment or noisemakers shall not be used.
- L. A mobile kitchen shall comply with all applicable State and County health and sanitation requirements, and shall provide receptacles for waste disposal. The permittee shall be responsible for removing all waste generated from the business and the site shall be cleaned daily.
- M. An approved mobile kitchen temporary use permit shall be valid for up to one year, but shall not be valid beyond the end of the calendar year in which it is issued. An approved mobile kitchen temporary use permit may be renewed subject to compliance with the same standards and specifications required above.
- N. The City of Woodstock shall be the point of sale for all sales from the mobile kitchen.

SECTION 4: The report and recommendation of the Plan Commission on the question of approving said Unified Development Ordinance amendment is hereby accepted.

SECTION 5: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 6: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict. Where the provisions of this ordinance or any other City ordinance establish or require different standards, the more restrictive standards shall apply.

SECTION 7: This Ordinance shall be known as Ordinance _____ and shall be

in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

PASSED and APPROVED this _____ day of _____, 2011.

Ayes:
Nays:
Abstentions:
Absentees:

APPROVED:

Mayor Brian Sager, Ph.D.

(SEAL)
ATTEST: _____
City Clerk Lauren Kleinjan

Passed: _____
Approved: _____
Published: _____

CERTIFICATION

I, LAUREN KLEINJAN, do hereby certify that I am the duly appointed, acting and qualified Clerk of the City of Woodstock, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Council members of said City.

I do hereby further certify that at a regular meeting of the Woodstock City Council, held on the _____ day of _____, 2011, the foregoing Ordinance entitled *An Ordinance Amending Section 2.3 and Table 7A.4 and Section 7B.3.8 of the City of Woodstock Unified Development Ordinance, 2010 Edition, to Establish Temporary Use Regulations for Mobile Kitchens*, was duly passed by said City Council.

The pamphlet form of Ordinance No. 11-O-_____, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the _____ day of _____, 2011, and will continue for at least 10 days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and corporate seal of the City of Woodstock this _____ day of _____, 2011.

Lauren Kleinjan, Clerk
City of Woodstock,
McHenry County, Illinois

(SEAL)

A roll call was taken. Ayes: R. Ahrens, J. Dillon, M. Larson, M. Saladin, RB Thompson, M. Turner, Mayor Sager. Nays: None. Absentees: None. Abstentions: None. Motion carried.

Item E5 – UDO Amendment – Mobile Kitchen Temporary Uses

M. Turner questioned the location of Russell Court and why the mobile kitchen could not be on the perimeter or along backside of the courthouse.

Ms. Sandra Kerrick of Caldwell, Berner & Caldwell, LLP, 70 W. Madison Street, Woodstock and Mr. Nabil Baaklini, the Petitioner, approached the Council. Ms. Kerrick stated that for security purposes, the County administration will not allow the mobile kitchen to be on the property and they will not approve any vendors to utilize their property.

Ms. Kerrick explained that the location on Russell Court was chosen because of the proximity to the County and their 1,300 employees. She indicated that there is currently no food service in that area. Ms. Kerrick further explained that since the empty, paved lot is already vacant, it would be a good location to utilize.

In response to M. Turner, Mr. Baaklini assured the Council that the mobile kitchen they are proposing will be attractive and will not look like a food truck. He said that it would look nice and low key in the beginning. Mr. Baaklini also clarified that the trailer will be moved every night and on weekends and that they will take responsibility for all trash and recycling.

In response to M. Turner, Mayor Sager confirmed that the Harley Davidson store would not require a permit for utilizing the petitioner's kitchen for a special event.

In response to a question by Mr. Ahrens questioned how many jobs, if any, would be created if this mobile kitchen were approved. Mr. Baaklini stated that four jobs would initially be created, but there could possibly be more in the future. He also explained that the mobile kitchen would be run on a year round basis, weather permitting, and that the kitchen would have a generator as well as propane for cooking.

Mayor Sager expressed his appreciation to Mr. Baaklini for his involvement in the process of trying to amend the UDO as needed for this type of situation. He also commended the City's staff and the Plan Commission for all of their efforts and their tremendous work with identifying concerns that need to be considered.

Greg Amato, 250 Redwing Drive, Woodstock, approached the Council and questioned who would be responsible for the insurance for the mobile kitchen and also expressed his concern for smoking in and around the trailer. He also inquired if the City had liability insurance if something were to happen.

Mr. Flood clarified that issuing a permit for a mobile kitchen would not make the city responsible to insuring the kitchen and that the petitioners will have insurance.

Mayor Sager took a moment to clarify with the Council what issue was at hand. He explained that the question before the Council was changing the UDO to allow the City to accept applications for a food truck; not to approve anything directly for Mr. Baaklini. He also explained that accepting an application is an administrative function and that a form addressing the questions, such as those Mr. Amato asked, would be included.

Mr. Flood added that the City could make it a part of the application process to make sure that there is adequate insurance and that the State smoking laws address the other question from Mr. Amato.

In response to the smoking issue, Ms. Kerrick clarified that the proposed mobile kitchen would not be a sit-down place. She stated that they would anticipate more of a runner coming over to pick up orders and there will not be a lot of people standing around. In addition, Mr. Baaklini stated that he would not tolerate people smoking around the facility.

Mr. Baaklini expressed his appreciation to the Mayor and the City Council for taking the time to listen to him and that he was impressed with the whole process.

Motion by M. Turner, second by M. Larson to approve the adoption of an Ordinance Amending Section 2.3 and Table 7A.4 and Section 7B.3.8 of the City of Woodstock Unified Development Ordinance to establish temporary use regulations for mobile kitchens.

A roll call was taken. Ayes: R. Ahrens, J. Dillon, M. Larson, M. Saladin, RB Thompson, M. Turner, Mayor Sager. Nays: None. Absentees: None. Abstentions: None. Motion carried.

DISCUSSION ITEMS:

7. Quarterly Reports – Transmittal of the following First Quarter

Financial Reports for the City of Woodstock:

a.) Quarterly Revenues and Expenditures

b.) Quarterly Investment Report

F. EXECUTIVE SESSION

Motion by J. Dillon, second by R. Ahrens to adjourn to Executive Session for the purposes of discussing:

Litigation (Open Meeting Act: 5ILCS 120/2 (c) (11))

Litigation, when an actions against, affecting or on behalf of the particular body has been filed, and is pending before a court, or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for finding shall be recorded and entered into the minutes of the closed meeting.

Collective Bargaining (Open Meeting Act: 5ILCS 120/2 (c) (2))

Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.



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121 W. Calhoun Street
Woodstock, Illinois 60098

Roscoe C. Stelford III
City Manager

TO: Honorable Mayor and City Council
FROM: Roscoe C. Stelford III, City Manager
DATE: **June 16, 2020**
RE: **FUTURE CITY COUNCIL AGENDA**

Recognizing that the City Council Agenda is continually being modified and updated, the following are proposed agenda items and their tentative dates scheduled for future Woodstock City Council meetings:

July 9, 2020 – City Council Workshop, 3:00 PM

1. Street Financing
2. Tree Removal Easement

July 21, 2020 – City Council Meeting

1. Swearing In Ceremonies
2. Appointments for Boards/Commissions
3. IGA Woodstock Fire/Rescue District – Emricson Tower
4. City Code – Budget Amendments Voting Requirements
5. Court Resurfacing Contract
6. Leaf Disposal Contract
7. Park Shop Demolition/Replacement
8. Recreation Center Roof Replacement
9. City's Rec Facilities, Opera House and Park Amenities – Modifications for COVID-19
10. Sign Variation – 740 Washington Street
11. TIF Redevelopment Agreement – Lake Avenue
12. City Code Modifications – Food Trucks on Public Property
13. City Manager's Annual Evaluation
14. Real Woodstock – Presentation