



**City of Woodstock**  
**Office of the City Manager**

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121 W. Calhoun Street  
Woodstock, Illinois 60098

Roscoe C. Stelford III  
City Manager

**WOODSTOCK CITY COUNCIL**  
**City Council Chambers**  
**August 18, 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](http://www.woodstockil.gov). For further information, please contact the Office of the City Manager at 815-338-4301 or [citymanager@woodstockil.gov](mailto:citymanager@woodstockil.gov).*

*In light of the current COVID-19 public health emergency and Governor J.B.Pritzker's Gubernatorial Disaster Proclamation in response thereto, the Mayor has determined that an in-person meeting is not practical or prudent because of the disaster. Therefore, this meeting will be conducted remotely. The public can observe and comment, when appropriate, by calling in to participate at: 312-626-6799, the Meeting ID is 983 2355 0999, Password 792617. 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](mailto:citymanager@woodstockil.gov).*

*The proceedings of the City Council meeting are live streamed on the City of Woodstock's website, [www.woodstockil.gov](http://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. Proclamation: 100<sup>th</sup> Anniversary of Women's Right to Vote
- B. Public Comments
- C. 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. August 4, 2020 City Council Meeting

**B. WARRANTS:**

1. #3917
2. #3918

**C. MINUTES AND REPORTS:**

1. Opera House 4<sup>th</sup> Quarter Report April 2020
2. Police Department Report June 2020
3. Human Resources Report July 2020
4. Public Library Trustee Minutes July 9, 2020

**D. MANAGER'S REPORT NO. 162:**

- 1. Ordinance – Budget Amendment Voting Requirements & Transfers** (162a)  
Approval of an Ordinance Amending Chapter 1.7B.6, “Revision of the Annual Budget” of the City Code for the City of Woodstock, Illinois. **DOC. 1**
- 2. Ordinance – Single-Use Bag Fee Moratorium Extension** (162b)  
Adoption of An Ordinance Approving the 2nd Continuation of the Emergency Suspension of the Retail Single-Use Bag Program (COVID-19 Emergency). **DOC. 2**
- 3. Ordinance – UDO Amendment - Cannabis** (162c)  
Approval of an Ordinance Amending Various Sections of the City of Woodstock, Illinois Unified Development Ordinance Relating to Cannabis Businesses and Required Parking. **DOC. 3**
- 4. Award of Contract – Façade Improvement Program – 244 N. Throop** (162d)  
Approval to allocate 50 percent of exterior improvement costs (not to exceed \$4,908.01) from TIF #2 funding for masonry improvements at 244 North Throop Street.
- 5. Ordinance – Variation – 11601 Catalpa Lane** (162e)  
Approval of an Ordinance Granting a Variation from UDO Section 7B.2.10 (Car Wash, Truck Wash - Supplemental Use) to allow the installation of car vacuums in areas visible from Catalpa Lane and US Route 14. **DOC. 4**
- 6. Resolution – Change Order - Banford Road** (162f)  
Approval of a Resolution affirming the City Manager’s emergency execution of Change Order #1, increasing by \$47,784 the original contract amount of \$8,632,329.54. **DOC. 5**

- 7. Award of Contract – Roof Replacement** (162g)  
Authorization to award a contract to Northwest Contractors, Inc., Hampshire, IL for all roof repair and construction as described in the plans and specifications for Woodstock Water Treatment Plant Roof Repair as the “base bid, Alternate No. 1, and Alternate No. 2” for a total contract amount not-to-exceed \$183,285.
- 8. Cancellation and Award of Contract - 2020 Pavement Marking Program** (162h)  
Authorization to cancel the contract for the 2020 Pavement Marking Program previously awarded to RoadSafe Traffic Systems, Romeoville, IL and award a contract for the 2020 Pavement Marking Program to the lowest responsible bidder, Preform Traffic Control Systems, Ltd., Elk Grove Village, IL, in accordance with the unit prices as submitted for an amount not-to-exceed \$90,000.
- 9. Award of Contract – Skip Patching** (162i)  
Approval of a contract for pavement patching to be awarded for an amount not-to-exceed \$51,000 to Chicagoland Paving Contractors, Inc., adhering to the unit cost specified in the contract for calendar year 2020 as submitted in the 2019 MC-MPI joint bid.
- 10. Award of Contract for Sidewalk Removal and Replacement** (162j)  
Approval of a contract for the removal and replacement of sidewalk and the installation of curb in 2020 at the unit prices as submitted and based upon quantities estimated by the City of Woodstock and MC-MPI partners to Globe Construction for a total contract amount not-to-exceed \$19,000.

## V. DISCUSSION

- 1. Quarterly Financial Reports** – Transmittal of the following financial reports for the fourth quarter of FY19/20:
- a) Fourth Quarter Revenues and Expenditures Report; and
  - b) Fourth Quarter Investment Report.
- 2. Quarterly Financial Reports** – Transmittal of the following financial reports for the first quarter of FY20/21:
- a) First Quarter Revenues and Expenditures Report; and
  - b) First Quarter Investment Report.

## 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.*



**City Manager's Office**  
Terry Willcockson  
Grants/Communications Manager

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Woodstock, Illinois 60098  
815/338-4300 ext. 11128  
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## Memo

**TO:** Roscoe Stelford, City Manager

**FROM:** Terry Willcockson, Grants/Communications Manager

**DATE:** August 13, 2020

**RE:** PROCLAMATION HONORING WOMEN'S VOTE 100<sup>TH</sup> ANNIVERSARY

The City is proud and pleased to offer the accompanying Proclamation honoring the 100<sup>th</sup> Anniversary of the hard-won passage of the 19<sup>th</sup> Amendment to the US Constitution allowing Women the right to vote.

The Women's Suffrage Movement began in 1848 and took seven decades of anguish and effort to legally provide for the most basic rights for Women. The 19<sup>th</sup> Amendment was officially ratified on August 18, 1920, and the passage was certified on Women's Equality Day, August 26, 1920. Our friends who produce one of Woodstock's longtime summer traditions, the Woodstock Folk Festival, have dedicated the month of August to celebrate this Centennial of Women's Suffrage. Their website honors this significant event through virtual songs and stories by women artists each week at: [www.woodstockfolkfestival.org](http://www.woodstockfolkfestival.org). Banners commemorating this milestone in American history will be hung around the Square this week and remain present for the coming month.



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

**PROCLAMATION**  
**Honoring**  
**WOMEN'S RIGHT TO VOTE 100<sup>TH</sup> ANNIVERSARY 1920-2020**

*WHEREAS*, the 19<sup>th</sup> Amendment to the US Constitution empowered Women with the right to vote, a right that had been systematically denied in all States after States were given authority to determine voting eligibility in 1787; and,

*WHEREAS*, in the mid-1800s Women across the country came together to fight for equal representation in government, with the Seneca Falls Convention of 1848 launching the Women's Suffrage Movement, and their Declaration of Sentiments demanding equality in access to education, employment, earnings and property; and,

*WHEREAS*, over the next seven decades, leaders including Elizabeth Cady Stanton, Lucretia Mott, Jane Addams, Susan B. Anthony, Sojourner Truth, Harriet Tubman, Alice Paul, Lucy Stone, Ida B. Wells-Barnett, and Carrie Chapman Catt, lobbied, petitioned, published articles, led demonstrations, held pageants and marched in parades, and in so doing endured fierce resistance, verbal and physical abuse and even jail time; and,

*WHEREAS*, on August 18, 1920, the 19<sup>th</sup> Amendment to the US Constitution was finally passed, allowing Women the right to vote, and, on August 26, 1920, the ratification was officially certified, becoming known as Women's Equality Day, and changing the American electorate forever; and,

*WHEREAS*, the determined efforts of thousands of brave women laid the groundwork for expanded voting rights for Native Americans with the Indian Citizenship Act of 1924; voting rights for Chinese immigrants with the Magnuson Act of 1943; voting rights for Japanese Americans in 1952; and voting rights for Black and Hispanic Americans with the Voting Rights Acts of 1965 and 1975.

*NOW, THEREFORE, BE IT PROCLAIMED* that the City Council of the City of Woodstock, on behalf of all citizens of Woodstock, wishes to congratulate and commend all Women for their abiding wisdom, strength and integrity, and for their tenacious endurance to achieve equality in voting. May the right to vote in this country never be diminished or impugned for any citizen, and may all who freely exercise that right do so with sincerity and loyalty to their own hearts and minds.

*APPROVED* and *ADOPTED* by the City Council of the City of Woodstock, McHenry County, this 18<sup>th</sup> day of August, 2020.

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Brian Sager, Ph.D., Mayor

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Cindy Smiley, City Clerk

**MINUTES**  
**WOODSTOCK CITY COUNCIL**  
City Council Chambers  
August 4, 2020

A regular meeting of the Woodstock City Council was called to order at 7:00 PM on Tuesday, August 4, 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 in accordance with the State's requirements for remote meetings as defined by the Open Meetings Act, with Council members attending remotely and those attending at City Hall observing social distancing. He stated it is being livestreamed as is the City's policy. Inviting all to participate, Mayor Sager 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. 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

**STAFF ATTENDING REMOTELY:** Assistant City Manager/Finance Director Paul Christensen, City Attorney Ruth Schlossberg, IT Director Dan McElmeel, Building and Zoning Director Joe Napolitano, Public Works Director Jeff Van Landuyt, Deputy Chief Jeff Parsons, City Planner Darrell Moore, and City Engineer Chris Tiedt.

**OTHERS PRESENT IN THE COUNCIL CHAMBERS:** City Clerk Cindy Smiley

Mayor Sager noted the presence of a quorum under the revised rules for remote meetings as defined within the Open Meetings Act and applicable during this COVID-19 emergency. City Clerk Smiley confirmed the agenda before the Council is a true and correct copy of the published agenda.

### **III. FLOOR DISCUSSION**

#### **A. Public Comments**

Greg Amato, Redwing Drive, Woodstock, commended Mayor Sager for holding the three sessions on racism, opining it was a bold and courageous thing to do. He talked about the plight of the indigenous people of the United States, noting the genocide that has occurred in that population. He also talked about the contributions that were made and are continuing to be made by that population.

Mayor Sager thanked staff for facilitating these sessions and also the Council members who were able to participate. Noting it was a very positive experience for him personally and for the community, he thanked the special guests and the members of the public who attended.

### **C. Council Comments**

Mayor Sager noted the memo regarding emergency repairs need for Banford Road and the resultant unanticipated cost of \$47,784. He stated, as these are emergency repairs, it is recommended that City Manager Roscoe Stelford approve the expenditure on behalf of the municipality and then the matter be brought back to the City Council for formal approval.

Mr. Stelford stated the road has been closed as it has been determined to be not safe for travel and the City Engineer has reviewed the contractor's quote. He stated the contractor will make repairs tomorrow and the road will be opened as soon as possible.

Mayor Sager again noted the recommendation is that Mr. Stelford be authorized to approve the expenditure, as allowed by the City Code, and then that action will be ratified by the City Council at the next meeting.

In response to Mayor Sager's question as to whether Council is willing to allow this action to proceed, knowing it will require approval of the Council at a future meeting, it was the consensus of the Council to proceed without objection.

### **IV. CONSENT AGENDA**

Motion by L. Lohmeyer, second by M. Turner, 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.

Noting the remote presence of the petitioners for Item D-7 – Ordinance – Special Use Permit – Cannabis Craft Growers, Mayor Sager thanked them for their interest and investment in Woodstock.

In response to a question from Mayor Sager, there were no comments or questions from the City Council or the Public for the petitioners.

Noting the statement in the Staff Report for this item, which talked about changing the UDO to allow more than two craft growers, Councilwoman Piersall stated she thought the State would only issue one facility for this area and asked about this change.

Mayor Sager stated that is regarding this cycle of review, but noted the state could continue to receive additional waves of applications with additional approvals. Councilwoman Piersall stated that knowledge would have changed her vote at the last meeting.

Councilwoman Piersall complimented this petitioner for its plan, opining it will be an asset to the community.

In response to a question from Mayor Sager regarding her previous comment, Councilwoman Piersall stated she thought the state would evaluate all of the applications based on certain criteria and approve only one of them, so she deferred to their judgement, noting she was more impressed with one of the submissions over the other at the last meeting.

Mayor Sager stated it is not the City's position to determine whether or not an application meets the state's requirements, noting they will approve applicants based on the defined point system, and will also take into consideration the number approved in various geographic areas, and then if it is within the location the City feels is appropriate, the facility will proceed. Councilwoman Piersall noted her issue was with the location for one of the past applicants.

Councilman Tebo wished to recognize the donation made by Mr. Wilson of MBI Staffing to the Police Department for an ATV, opining the Department will make great use of it. Mayor Sager also extended the City's sincere gratitude for this generous donation.

In response to a question from Mayor Sager, there were no further comments or questions on any item remaining on the Consent Agenda from the City Council or the Public.

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

**A. MINUTES OF PREVIOUS MEETING**

July 21, 2020 City Council Meeting

**B. WARRANTS #3915 #3916**

**C. MINUTES AND REPORTS**

Department of Public Works Monthly Report June 2020

**D. MANAGER'S REPORT NO. 161:**

- 1. Ordinance – Municipal Code Changes – Adjudication -** Approval of Ordinance 20-O-57, identified as Document 1, *An Ordinance Amending Title 1, Chapter 7, Article L, Providing a System of Administrative Adjudication of the City Code of Woodstock, Illinois*
- 2. Purchase Authorization – Police Utility Vehicle – Donated Funds -** Approval to expend \$13,099 for the purchase of one 2020 Polaris Ranger Crew 570-4 EPS from Woodstock Powersports using donated funds.
- 3. Ordinance – Parking Variance – Aldi Store at Lake Ave. And American Way -** Approval of Ordinance 20-O-58, identified as Document 2, *An Ordinance Granting a Variation from Section 9.12.C Required Setbacks (for Parking Areas) at the Northwest Corner of Lake Avenue and American Way.*

4. **Ordinance – Sign Variance – Aldi Store at Lake Ave. and American Way -** Approval of Ordinance 20-O-59, identified as Document 3, *An Ordinance Granting a Variation from Section 13.8.1 (Permanent Wall Signs) to Allow a Permanent Illuminated Wall Sign Up to 75 Square Feet in Area at the Northwest Corner of Lake Avenue and American Way.*
5. **Resolution – Multi-Jurisdictional SWAT IGA Renewal –** Approval of Resolution 20-R-08, identified as Document 4, *Approval of an Intergovernmental Mutual Aid Agreement with the McHenry County Sheriff's S.W.A.T. Team.*
6. **Ordinance – Traffic Control Modifications –** Approval of Ordinance 20-O-60, identified as Document 5, *An Ordinance Providing for an Amendment to the Woodstock City Code Providing for Revisions to Various Traffic Schedules*, creating a four-way stop at the intersection of Preswick Lane and Fairview Lane, and the designation of Retail Drive as a through street at its intersection with Preswick Lane.
7. **Ordinance – Special Use Permit – Cannabis Craft Grower –** Approval of Ordinance 20-O-61, identified as Document 6, *An Ordinance Approving a Special Use Permit to Allow a Cannabis Craft Grower, Processor, Infuser, and Transporter on Lots 11 and 12 in the Proposed Airway Industrial Park, 1100 Borden Lane, Woodstock, Illinois.*

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. DISCUSSION

### 1. Lighting of the Square, November 27, 2020

Noting this event is traditionally held on the Friday after Thanksgiving, Mayor Sager stated this year it would be scheduled for November 27<sup>th</sup>. He stated due to the uncertainties surrounding COVID-19, there are many questions and much to discuss regarding this event, drawing Council's attention to the detailed report submitted by Staff.

Mayor Sager stated the first question is whether Council believes the City should have an in-person Lighting event as has been held in the past. If the answer is no, because Council believes the residents' health, safety, and welfare should be guarded, the City may wish to look at other options, which leads to further questions such as whether there are certain types of things that should take place in some form and be preserved. He noted the Lighting could be live streamed with the use of a drone and cameras placed around the Square. He asked about ways to accomplish visits with

Santa in Santa's Hut, and talked about a virtual Gingerbread Walk and virtual Christmas Tree Walk. He stated the purpose of this discussion is so Staff may begin preparations.

Mayor Sager opined it would be next to impossible to have this as an in-person event at the magnitude it has had in the past and maintain social distancing.

Councilman Tebo stated he would like to have as much of the traditional event as possible. Opining things are changing rapidly regarding COVID-19, he asked if there is a timeframe in which the City must make a decision.

Mayor Sager stated it is important to remember there are more than just City Staff engaged in these preparations, citing Real Woodstock, the Chamber of Commerce, the business owners, and other organizations as examples. He opined a decision must be made at the latest by mid-October.

Councilman Tebo opined people could be scheduled for the Christmas Tree Walk with a limited number of people allowed at one time. He noted it may be possible to allow larger groups closer to the event.

Councilwoman Lohmeyer stated it pains her to say at this time she does not believe it should be an in-person event. She stated she would like to hold off making a decision for as long as possible.

Councilwoman Piersall opined it would be dangerous to hold a traditional lighting as it has been done in the past. She suggested exploring the feasibility of holding a (free) ticketed Lighting, perhaps at six times over the course of two nights. She opined this may control how many people are in the Square at any one time.

Councilman Turner opined it is too early to make a decision, as no one knows the direction things will be going. He stated if there is a way the Lighting can be done, he would like to see this, opining Councilwoman Piersall's suggestion has merit. He asked how thousands of people can be allowed to protest, but not then allow people to make their choice to attend this event. He opined people are slowly giving away their opportunities to make decisions on their own.

Councilman Turner stated private businesses and Staff have to be able to adjust and make decisions on the fly and at the last minute. He opined a way should be found to do this event and let people have a choice and mitigate by putting things in place. Stating he would like to make things work, opining a decision cannot be made until mid-October.

Councilman Flynn noted this has become a big event over the last couple of years, opining now there should be a Plan A, Plan B, and a hybrid plan and see where things stand in mid-October, stating if the pandemic changes course, the event must change with it. He expressed support of a

ticketed, live event with ticketed access to the Square and the numbers limited and controlled. He stated businesses should control access to their space as it is a big night on the Square. He opined it should be a live event with masks required.

Councilman Prindiville stated today science and health professionals would say it is not a good idea to hold such an event. He opined it is unreal to think the City can do a traditional event. Stating it would be ok to turn the lights on and let people come to enjoy them on their own, he stated the event is important to the businesses as well, which should be a consideration. He stated he would be supportive of a live event crafted to be done safely and in line with the criteria of the state and health professionals.

Noting there are several activities to the Lighting, Mayor Sager asked which activities or events Council would consider absolutely essential.

Councilman Prindiville stated Santa's Hut and the Christmas Tree Walk are long-standing traditions. He noted others are important to the groups that organize them.

Councilman Flynn stated the Christmas Tree and Gingerbread Walks are also important, opining access is important, i.e., how many people to let in and how long they are allowed to stay. He suggested having them enter in one door and exit through another, and to ensure there is enough manpower to control this. He opined the Santa Hut is also important, suggesting looking at the salon industry and the criteria it has put in place in terms of masks and eye coverings. He stated the organizers must adapt, opining safety must be the utmost concern.

Councilwoman Lohmeyer opined all of the smaller events would be feasible to do in shifts with control of traffic.

Mayor Sager noted other events which must be considered are the Parade, Cookies with Santa, and the carriage rides.

Councilman Turner opined all of the events have importance to the people who enjoy them. He agreed the City and the organizers must adapt. He advocated for planning to hold the events considering the current limitations, opining the Santa Hut will be difficult. He charged the organizers to look at alternatives over the next few months looking at limiting the number of people, masks, etc. He suggested some of the events be held throughout the holiday season and some that night. Noting people want to see this, he opined ways should be found to make it work. He stated there is enough time for Staff and the organizers to work on this and come back with a plan in mid-October.

Councilman Tebo stated the only thing that really cannot be controlled is the Lighting itself, opining the other events have less volume. He advocated for going ahead to see if plans can be made for everything else and then explore Councilwoman Piersall's suggestions for the Lighting.

Councilwoman Piersall opined the City and organizers must also be mindful of those who do not wish to participate in person. She suggested also having zoom visits with Santa, letter writing to and from Santa, and visiting with Santa through a window as examples. She opined Santa's Hut is one of the most important things to preserve and will be the hardest.

Mr. Stelford noted the City maintains and stores Santa's Hut and the Rotary is responsible for many other aspects, he discussed the possibility of putting in a window for Santa to interact with the children.

Chris Cantwell, Santa's special helper, stated he is very sensitive to the intimate relationship between Santa and the children, opining it cannot happen in that way this year. He also discussed providing a window in the Hut which would help ensure social distancing and still have an element of magic.

In response to a question from Mayor Sager about holding this interaction in another facility rather than the Hut, Mr. Cantwell stated increasing the size of the venue would be problematic from a staffing perspective. He further noted part of what makes this experience unique is it is a private individual family conversation with Santa.

Mayor Sager thanked Mr. Cantwell for his commitment to helping Santa bring something good, positive, and family-oriented to the children and families in Woodstock. He stated he hears Mr. Cantwell saying the individual relationship with Santa via the Santa Hut, even if it is through a window, is still desirable and should be strongly thought about. Mr. Cantwell agreed, opining alterations could be made to the Hut to make this possible. Councilwoman Piersall opined free tickets could be issued for Santa's Hut as well so the lines are not so long.

Mayor Sager stated the direction to Staff seems to be to find ways to be creative to preserve the live Lighting of the Square and its associated events as much as possible, including the possibility of smaller groups and issuance of tickets, while preserving the health and safety of those participating. He stated this is the direction to Staff unless things become more challenging or something becomes impossible or not feasible. He stated Staff will come back to Council with a report closer to mid-October.

Without objection, it was the consensus of the City Council that Staff will proceed along these lines, including contacting the various organizations the City partners with to gauge their feelings.

**V. FUTURE AGENDA ITEMS**

Councilman Flynn requested that the Ethereal Confections Street Closure item tentatively scheduled for discussion on September 1<sup>st</sup> be expanded to include all measures taken by the City to help businesses. Without objection, it was the consensus of the City Council that this discussion be expanded.

**VI. ADJOURN**

Motion by G. Tebo, second by J. Prindiville, to adjourn this regular meeting of the Woodstock City Council to the next regular meeting to be held at 7:00 PM on Tuesday, August 18, 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 8:17 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
HERFF, KATHLEEN	BUILDING & ZONING	1,031.24
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
AMRAEN, MONICA	CITY MANAGER	194.23
COSGRAY, ELIZABETH	CITY MANAGER	1,539.20
FLYNN, DARRIN	CITY MANAGER	500.00
HOWIE, JANE	CITY MANAGER	3,143.60
LOHMEYER, LISA	CITY MANAGER	500.00
PRINDIVILLE, JAMES	CITY MANAGER	500.00
SMILEY, CINDY	CITY MANAGER	516.00
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	5,234.07
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	3,179.25
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	5,490.04
CHIODO, LOUIS	INFORMATION TECHNOLOGY	2,522.40
MCELMEEL, DANIEL	INFORMATION TECHNOLOGY	4,681.02
BAUGHER, ANGELA	LIBRARY	1,416.29
BRADLEY, KATHERINE	LIBRARY	1,900.64
CAMPBELL, SARAH JANE	LIBRARY	862.08
CEREDA, VALERIA	LIBRARY	993.44
CZISCHKI, KAYLE	LIBRARY	160.00
DAWDY, KIRK	LIBRARY	2,442.75
DEL SANTO, MARYANN	LIBRARY	1,023.72
FOSNAUGH, CADEN	LIBRARY	145.36
GESSERT, ELIZABETH	LIBRARY	240.00
GROSECLOSE, PAMELA	LIBRARY	1,960.67
HANSEN, MARTHA	LIBRARY	3,518.94
HUGHES, JEFFREY	LIBRARY	240.00
HUGHES, MOLLY	LIBRARY	250.00
MILLER, LISA	LIBRARY	2,163.20
NAUERT, MARY LOU	LIBRARY	290.00
OLEARY, CAROLYN	LIBRARY	2,275.20
PALMQUIST, PEGGY	LIBRARY	352.08
REWOLDT, BAILEY S	LIBRARY	1,955.92

Name	Department	Total Gross
ROSSI, LISA	LIBRARY	630.81
SAGE, REBECCA	LIBRARY	278.73
SMILEY, BRIAN	LIBRARY	500.00
SUGDEN, MARY	LIBRARY	12,782.94
TOTTON SCHWARZ, LORA	LIBRARY	2,942.15
TRIPP, KATHRYN	LIBRARY	2,090.46
WEBER, NICHOLAS P	LIBRARY	4,698.26
WICKERSHEIM, SHAWN	LIBRARY	987.80
ZAMORANO, CARRIE	LIBRARY	2,439.67
CAMPBELL, DANIEL	OPERA HOUSE	4,070.46
DAWSON, LISA	OPERA HOUSE	390.63
FOGAL, CHRISTINA	OPERA HOUSE	1,030.00
GLEASON, HOLLY	OPERA HOUSE	2,387.02
MCCORMACK, JOSEPH	OPERA HOUSE	2,781.33
PUZZO, DANIEL	OPERA HOUSE	908.46
BIRDSSELL, CHRISTOPHER	PARKS	2,337.60
DISS, RYAN	PARKS	646.80
EDDY, BRANDON	PARKS	2,168.80
GIBSON, AUSTIN	PARKS	739.20
KUEHN, CARLIE	PARKS	1,873.60
LECHNER, PHILIP A	PARKS	2,311.09
LESTER, TAD	PARKS	2,445.60
LYNK, CHRIS	PARKS	3,171.56
MARTYS, AIDEN	PARKS	773.85
MASS, STANLEY PHILIP	PARKS	2,489.60
MECKLENBURG, JOHN	PARKS	3,028.00
OLEARY, PATRICK	PARKS	2,731.20
SERPE, ANTHONY	PARKS	924.00
SPRING, TIMOTHY	PARKS	1,873.60
THOMAS, ADAM	PARKS	577.50
ABRAHAMSEN, SHARON L	POLICE	3,608.81
BERNARDI, NICHOLAS	POLICE	2,521.60
BERNSTEIN, JASON	POLICE	3,772.01
BRANUM, ROBBY	POLICE	5,408.93
BUTLER, MICHAEL	POLICE	2,687.08
CARRENO, IVAN	POLICE	2,521.60
CIPOLLA, CONSTANTINO	POLICE	5,982.28
DEMPSEY, DAVID	POLICE	3,772.01
DIDIER, JONATHAN D	POLICE	1,984.80
DIFRANCESCA, JAN	POLICE	2,718.40
DOLAN, RICHARD	POLICE	4,424.96
EISELSTEIN, FRED	POLICE	3,772.01
FARNUM, PAUL	POLICE	3,076.00
FISCHER, ADAM D	POLICE	3,076.01
FOURDYCE, JOSHUA	POLICE	4,540.00
GALLMAN, CHRISTOPHER	POLICE	2,521.60
GUSTAFSON, SAMUEL	POLICE	2,521.60
GUSTIS, MICHAEL	POLICE	3,772.00
HENRY, DANIEL	POLICE	3,772.01
KAROLEWICZ, ROBIN	POLICE	2,718.40
KIVLEY, MARK	POLICE	2,521.60
KOPULOS, GEORGE	POLICE	4,232.81
KRYSIK, KIMBERLY	POLICE	954.00

Name	Department	Total Gross
LANZ II, ARTHUR R	POLICE	4,725.11
LIEB, JOHN	POLICE	5,460.90
LINTNER, WILLIAM	POLICE	3,772.00
MARSHALL, SHANE	POLICE	3,960.80
MEZA, HECTOR	POLICE	2,891.20
MINNITI, CARLO	POLICE	2,706.40
MORTIMER, JEREMY	POLICE	4,161.60
MRZLAK, CHRISTINE	POLICE	942.50
MUEHLFELT, BRETT	POLICE	3,772.00
NICKELS, THOMAS	POLICE	2,931.86
PARSONS, JEFFREY	POLICE	4,859.66
PETERSON, CHAD	POLICE	456.19
PRENTICE, MATTHEW	POLICE	3,445.60
PRITCHARD, ROBERT	POLICE	5,089.20
RAPACZ, JOSHUA	POLICE	4,161.60
REED, TAMARA	POLICE	2,323.20
REITZ JR, ANDREW	POLICE	3,772.00
SCHMIDT, LUCAS	POLICE	2,521.60
SCHRAW, ADAM	POLICE	3,772.01
SHARP, DAVID	POLICE	4,126.33
SVEHLA, SPENSER	POLICE	2,521.60
SYKORA, SARA	POLICE	942.50
TABAKA, RANDALL S	POLICE	602.00
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
TIEDT, CHRISTOPHER	PUBLIC WORKS ADMIN	4,538.46
VAN LANDUYT, JEFFREY J	PUBLIC WORKS ADMIN	5,614.93
DUNKER, ALAN	RECREATION CENTER	2,728.14
DUNKER, LYDIA	RECREATION CENTER	195.25
GRIVNA, JUSTIN	RECREATION CENTER	698.88
GUIF, HANNAH	RECREATION CENTER	664.10
LISK, MARY LYNN	RECREATION CENTER	2,853.66
MAIDMENT, GRACE	RECREATION CENTER	606.90
POTTHOFF, JACOB	RECREATION CENTER	440.00
REESE, AIMEE	RECREATION CENTER	470.68
SCHMITT, RONALD	RECREATION CENTER	359.20
TORREZ, RENEE	RECREATION CENTER	2,487.78
VEPLEY, OLIVIA	RECREATION CENTER	410.21
VIDALES, REBECCA	RECREATION CENTER	2,823.81
VIDALS, ABIGAIL	RECREATION CENTER	790.59
ZAINO, ANNA	RECREATION CENTER	452.89
ZAMORANO, GUILLERMO	RECREATION CENTER	673.63
ZINNEN, JOHN DAVID	RECREATION CENTER	4,786.63
BUTENSCHOEN, GAVIN	SEWER & WATER MAINT	1,940.11
CASTANEDA, CHRISTIAN J	SEWER & WATER MAINT	1,941.60
MAJOR, STEPHEN	SEWER & WATER MAINT	2,864.80
MARTENSON, ALEX	SEWER & WATER MAINT	2,123.01
ORTEGA II, GASPAR	SEWER & WATER MAINT	2,123.63
PARKER, SHAWN	SEWER & WATER MAINT	3,352.02
SHOOK, MATTHEW	SEWER & WATER MAINT	924.00
WILLIAMS, BRYANT P	SEWER & WATER MAINT	2,402.25

Name	Department	Total Gross
BURGESS, JEFFREY	STREETS	2,808.00
CHAUNCEY, JUDD T	STREETS	1,873.60
CONATSER, GAVEN	STREETS	92.40
HIRSCHEY, OWEN	STREETS	646.80
LOMBARDO, JAMES	STREETS	2,314.40
MARTINEZ JR, MAURO	STREETS	1,941.60
MAXWELL, ZACHARY	STREETS	1,996.00
SCHACHT, TREVOR	STREETS	1,996.00
STOLL, MARK T	STREETS	2,014.41
VIDALES, ROGER	STREETS	3,455.54
WEGENER, JAMES	STREETS	2,036.00
BAKER, WAYNE	WASTEWATER TREATMENT	3,028.00
BOETTCHER, BRADLEY	WASTEWATER TREATMENT	2,314.40
BOLDA, DANIEL	WASTEWATER TREATMENT	2,427.20
COSGRAY, DANIEL	WASTEWATER TREATMENT	912.45
GEORGE, ANNE	WASTEWATER TREATMENT	3,991.40
SHEAHAN, ADAM	WASTEWATER TREATMENT	2,445.60
VIDALES, HENRY	WASTEWATER TREATMENT	2,731.20
GARRISON, ADAM	WATER TREATMENT	2,711.20
HOFFMAN, THOMAS	WATER TREATMENT	1,084.48
SCARPACE, SHANE	WATER TREATMENT	2,687.54
SMITH, WILLIAM	WATER TREATMENT	3,753.34
WHISTON, TIMOTHY	WATER TREATMENT	2,736.08
Grand Totals:	182	443,796.09

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
125995	MCHENRY COUNTY CHIEFS OF POLI	MCCOPA (OOTY)	300.00-	V POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 125995:			300.00-			
127859	JULIANNE CLEVEN	COVID-19 TICKET REFUND	345.60-	V ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 127859:			345.60-			
127877	LINDA KUNA	COVID-19 TICKET REFUND	19.17-	V ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 127877:			19.17-			
128538	SECRETARY OF STATE	VEHICLE REGISTRATION	8.00-	V POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 128538:			8.00-			
128947	JIM FRANKLIN	SOFTBALL OFFICIAL	78.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 128947:			78.00			
128948	JOSE M. ZAMORANO	REC CLEANING	175.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 128948:			175.00			
128949	MOLLY O'CONNOR	FITNESS INSTRUCTOR	630.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 128949:			630.00			
128950	PAMELA MCDONALD	FITNESS INSTRUCTOR	783.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 128950:			783.00			
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	57.91	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	46.33	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	46.33	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	11.58	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-51-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	2.32	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	2.32	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-08-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	2.32	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-07-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	46.33	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	11.58	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-05-6-622
128951	1ST AYD CORPORATION	WASHER FLUID SHOP SPL	4.63	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-09-6-622
Total 128951:			231.65			
128952	A LAMP CONCRETE CONTRACTORS I	2019 RESURFACING COMPLETED IN	65,307.90	GENERAL FUND-CIP	RESURFACING	82-08-7-703
Total 128952:			65,307.90			
128953	A5 GROUP INC	A5 JULY 2020 INVOICE	8,500.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 128953:			8,500.00			
128954	ABIGAIL BURG	SCOREKEEPER	196.92	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 128954:			196.92			
128955	ADVANCE AUTO PARTS	HYD HOSE	228.00	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128955	ADVANCE AUTO PARTS	BLOWER MOTOR	74.69	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128955	ADVANCE AUTO PARTS	CORE RETURN	50.00	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128955	ADVANCE AUTO PARTS	BLEND DOOR MOTOR	30.70	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-05-6-622
128955	ADVANCE AUTO PARTS	OIL FILTERS	12.56	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128955	ADVANCE AUTO PARTS	TIE ROD END	118.39	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128955	ADVANCE AUTO PARTS	FILTERS	56.58	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
Total 128955:			470.92			
128956	ALAN DUNKER	RC FACE MASKS	32.31	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 128956:			32.31			
128957	ALLDATA	VEHICLE SERVICE MANUAL	300.00	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	300.00	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	300.00	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	37.50	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-51-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	37.50	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	37.50	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-08-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	37.50	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-07-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	300.00	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	75.00	GENERAL FUND	MATERIAL TO MAINTAIN VEHICLES	01-05-6-622

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128957	ALLDATA	VEHICLE SERVICE MANUAL	37.50	GENERAL FUND	MATERIALS TO MAINTAIN VEHICLES	01-09-6-622
128957	ALLDATA	VEHICLE SERVICE MANUAL	37.50	PERFORMING ARTS	MATERIAL TO MAINTAIN VEHICLE	07-11-6-622
Total 128957:			1,500.00			
128958	AMERICAN VACTOR SERVICES	PARKS TELEVISIONING TILES	2,800.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 128958:			2,800.00			
128959	ARAMARK	REUSABLE FACE MASKS	259.00	WATER & SEWER UTILITY FUND	SUPPLIES	60-53-6-606
Total 128959:			259.00			
128960	ARAMARK UNIFORM SERVICE	WWT UNIFORMS	42.45	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
128960	ARAMARK UNIFORM SERVICE	WWT UNIFORMS	42.45	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	27.50	GENERAL FUND	UNIFORMS	01-07-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	46.54	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	19.61	PARKS FUND	UNIFORMS	06-00-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	35.47	GENERAL FUND	UNIFORMS	01-06-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	35.47	GENERAL FUND	UNIFORMS	01-06-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	19.61	PARKS FUND	UNIFORMS	06-00-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	46.54	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
128960	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	27.50	GENERAL FUND	UNIFORMS	01-07-4-453
Total 128960:			343.14			
128961	AUTO TECH CENTER INC	TRAILER TIRES	517.96	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 128961:			517.96			
128962	BACKGROUNDS ONLINE	BACKGROUND CHECKS	73.90	GENERAL FUND	TESTING	01-04-5-509
Total 128962:			73.90			
128963	BAKER & TAYLOR BOOKS	BOOKS	260.09	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOKS	473.51	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOKS	311.43	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOKS	34.23	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOKS	1,254.96	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOKS	334.67	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128963	BAKER & TAYLOR BOOKS	BOOKS	525.84	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOK RETURN	8.99-	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOK RETURN	42.00-	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOK RETURN	99.49-	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128963	BAKER & TAYLOR BOOKS	BOOKS	1,819.74	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 128963:			4,863.99			
128964	BAKER & TAYLOR CONTINUATION AC	BOOKS	71.61	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
128964	BAKER & TAYLOR CONTINUATION AC	BOOKS	18.68	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 128964:			90.29			
128965	BILLY GOAT LAWN CARE INC	MOWING - 110 N SEMINARY	250.00	GENERAL FUND	NUISANCE ABATEMENT SERVICES	01-05-5-523
Total 128965:			250.00			
128966	BLACK DIAMOND PLUMBING & MECH	PERMIT REFUND	55.00	GENERAL FUND	BUILDING PERMITS	01-00-2-324
Total 128966:			55.00			
128967	BOTTS WELDING SERVICE	PARTS FOR BACKHOE	179.54	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. EQUIPMENT	60-52-6-621
128967	BOTTS WELDING SERVICE	STEEL	29.70	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 128967:			209.24			
128968	BUCK BROS, INC.	SHIFTER TRIM	158.67	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
128968	BUCK BROS, INC.	TRANS SHIFT KITS	289.37	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
128968	BUCK BROS, INC.	GEAR KIT	161.88	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
128968	BUCK BROS, INC.	BEARING	31.40	PARKS FUND	MATERIAL TO MAINTAIN VEHICLES	06-00-6-622
Total 128968:			641.32			
128969	BULL VALLEY FORD	CORE RETURN	75.00-	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
128969	BULL VALLEY FORD	RETURN	13.54-	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
128969	BULL VALLEY FORD	CALIPER	144.33	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
128969	BULL VALLEY FORD	SALES TAX INCENTIVE -JAN-APR 202	19,505.80	GENERAL FUND	SALES TAX REBATES	01-00-1-330
Total 128969:			19,561.59			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128970	C.O.P.S. & F.I.R.E. PERSONNEL TESTI	POLICE EXAM SERVICES	1,937.42	GENERAL FUND	TESTING	01-04-5-509
Total 128970:			1,937.42			
128971	CABAY & COMPANY, INC	PW CABAY	108.40	PARKS FUND	SUPPLIES	06-00-6-606
128971	CABAY & COMPANY, INC	CH CABAY PRODUCTS	155.00	GENERAL FUND	SUPPLIES	01-02-6-606
128971	CABAY & COMPANY, INC	SW CABAY SUPPLIES	54.18	WATER & SEWER UTILITY FUND	SUPPLIES	60-52-6-606
128971	CABAY & COMPANY, INC	PARKS CABAY SUPPLIES	99.33	PARKS FUND	SUPPLIES	06-00-6-606
128971	CABAY & COMPANY, INC	FLEET CABAY SUPPLIES	27.09	GENERAL FUND	SUPPLIES	01-07-6-606
128971	CABAY & COMPANY, INC	STREETS CABAY SUPPLIES	63.17	GENERAL FUND	SUPPLIES	01-06-6-606
128971	CABAY & COMPANY, INC	PARKS ALUMINUM BENCHES	2,644.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128971	CABAY & COMPANY, INC	FLEET CABAY SUPPLIES	23.04	GENERAL FUND	SUPPLIES	01-07-6-606
128971	CABAY & COMPANY, INC	PARKS CABAY SUPPLIES	84.48	PARKS FUND	SUPPLIES	06-00-6-606
128971	CABAY & COMPANY, INC	SW CABAY SUPPLIES	46.08	WATER & SEWER UTILITY FUND	SUPPLIES	60-52-6-606
128971	CABAY & COMPANY, INC	STREETS CABAY SUPPLIES	53.93	GENERAL FUND	SUPPLIES	01-06-6-606
128971	CABAY & COMPANY, INC	WPL SUPPLIES	39.66	LIBRARY	SUPPLIES	08-00-6-606
128971	CABAY & COMPANY, INC	WPL SUPPLIES	28.50	LIBRARY	SUPPLIES	08-00-6-606
128971	CABAY & COMPANY, INC	WPL SUPPLIES	41.85	LIBRARY	SUPPLIES	08-00-6-606
128971	CABAY & COMPANY, INC	RC SHOWER CURTAINS	195.21	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
128971	CABAY & COMPANY, INC	WPL SUPPLIES	218.94	LIBRARY	SUPPLIES	08-00-6-606
128971	CABAY & COMPANY, INC	WPL SUPPLIES	39.99	LIBRARY	SUPPLIES	08-00-6-606
128971	CABAY & COMPANY, INC	REC HAND SANITIZER	94.88	RECREATION CENTER FUND	SAFETY EQUIPMENT	05-00-6-610
Total 128971:			4,017.73			
128972	CAROLYN O'LEARY	SUGDEN RETIREMENT	60.38	LIBRARY	TRAVEL & TRAINING	08-00-4-452
Total 128972:			60.38			
128973	CDW GOVERNMENT, INC.	POLYCOM CONFERENCE PHONE	520.00	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
128973	CDW GOVERNMENT, INC.	BARRACUDA MAINTENANCE - 1 YEAR	2,955.24	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
Total 128973:			3,475.24			
128974	CENTURY SPRINGS	WATER SUPPLIES	20.40	GENERAL FUND	SUPPLIES	01-01-6-606
Total 128974:			20.40			
128975	CINTAS CORPORATION	STREETS MED CABINET	125.93	GENERAL FUND	SUPPLIES	01-06-6-606
128975	CINTAS CORPORATION	FIRST AID KIT & PARK SHOP	103.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 128975:			228.93			
128976	CITY OF WOODSTOCK	WPL WATER BILL	79.92	LIBRARY	UTILITIES	08-00-5-540
128976	CITY OF WOODSTOCK	WATER BILL TRAIN STATION	29.39	GENERAL FUND	RENTAL PROPERTY EXPENDITURES	01-02-8-803
128976	CITY OF WOODSTOCK	WATER OLD COURTHOUSE	253.08	GENERAL FUND	WATER AND SEWER	01-02-6-613
128976	CITY OF WOODSTOCK	COMMUNITY GARDENS	30.04	GENERAL FUND	COMMUNITY GARDEN HOLDING ACC	01-00-0-213
Total 128976:			392.43			
128977	CITY OF WOODSTOCK - PETTY CASH	PETTY CASH	24.79	GENERAL FUND	COMMUNITY GARDEN HOLDING ACC	01-00-0-213
128977	CITY OF WOODSTOCK - PETTY CASH	INCREASE CITY HALL CASH DRAWER	200.00	GENERAL FUND	PETTY CASH	01-00-0-108
Total 128977:			224.79			
128978	CLARK BAIRD SMITH LLP	LABOR ATTORNEY	1,851.25	GENERAL FUND	LABOR RELATIONS	01-04-5-503
128978	CLARK BAIRD SMITH LLP	LEGAL EXPENSES	745.00	GENERAL FUND	LEGAL SERVICES	01-04-5-502
Total 128978:			2,596.25			
128979	COMMONWEALTH EDISON	ELECTRIC	508.68	PARKS FUND	ELECTRICITY	06-00-5-540
128979	COMMONWEALTH EDISON	ELECTRIC	109.29	GENERAL FUND	SERVICE TO MAIN. STREET LIGHTS	01-06-5-557
Total 128979:			617.97			
128980	COMMUNITY PLUMBING COMPANY	REC CENTER REPLACE PIPE	130.48	RECREATION CENTER FUND	SERVICE TO MAINTAIN POOL	05-00-5-558
Total 128980:			130.48			
128981	CONSERV FS	DIESEL	58.53	GENERAL FUND	GAS & OIL	01-07-6-602
128981	CONSERV FS	DIESEL	585.31	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	DIESEL	1,657.90	GENERAL FUND	GAS & OIL	01-06-6-602
128981	CONSERV FS	GAS	276.00	GENERAL FUND	GASOLINE & OIL	01-08-6-602
128981	CONSERV FS	GAS	548.32	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	GAS	695.97	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	DIESEL	783.23	GENERAL FUND	GAS & OIL	01-06-6-602
128981	CONSERV FS	MERRYMAN FUEL	769.81	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	MERRYMAN FUEL	703.33	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	GAS	732.40	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	GAS	646.13	PARKS FUND	GASOLINE & OIL	06-00-6-602

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128981	CONSERV FS	DIESEL	1,392.66	GENERAL FUND	GAS & OIL	01-06-6-602
128981	CONSERV FS	DIESEL	58.53	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128981	CONSERV FS	DIESEL	399.88	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128981	CONSERV FS	GAS	447.69	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128981	CONSERV FS	GAS	61.11	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128981	CONSERV FS	GAS	366.49	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	GAS	72.39	GENERAL FUND	GAS & OIL	01-07-6-602
128981	CONSERV FS	GAS	40.72	GENERAL FUND	GAS & OIL	01-09-6-602
128981	CONSERV FS	GAS	13.57	GENERAL FUND	GAS & OIL	01-06-6-602
128981	CONSERV FS	GAS	13.82	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128981	CONSERV FS	DIESEL	912.05	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128981	CONSERV FS	PARKS MATERIALS	148.50	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
128981	CONSERV FS	GAS	20.33	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128981	CONSERV FS	GAS	589.66	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128981	CONSERV FS	DIESEL	985.42	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128981	CONSERV FS	DIESEL	482.89	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128981	CONSERV FS	EMRICSON PARK FUEL	1,014.33	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	EMRICSON PARK FUEL	180.16	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	GAS	36.65	GENERAL FUND	GASOLINE & OIL	01-08-6-602
128981	CONSERV FS	GAS	49.44	GENERAL FUND	GASOLINE AND OIL	01-05-6-602
128981	CONSERV FS	GAS	382.09	PARKS FUND	GASOLINE & OIL	06-00-6-602
128981	CONSERV FS	GAS	9.76	GENERAL FUND	GAS & OIL	01-07-6-602
128981	CONSERV FS	GAS	5.49	GENERAL FUND	GAS & OIL	01-09-6-602
128981	CONSERV FS	GAS	1.83	GENERAL FUND	GAS & OIL	01-06-6-602
128981	CONSERV FS	GAS	62.25	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-50-6-602
128981	CONSERV FS	GAS	10.98	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
128981	CONSERV FS	GAS	51.88	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
Total 128981:			15,267.50			
128982	COPY EXPRESS, INC.	CITY BAND PROGRAMS	15.19	PERFORMING ARTS	PRINTING SERVICES	07-11-5-537
128982	COPY EXPRESS, INC.	CITY BAND PROGRAMS	18.80	PERFORMING ARTS	PRINTING SERVICES	07-11-5-537
128982	COPY EXPRESS, INC.	CITY BAND PROGRAMS	18.80	PERFORMING ARTS	PRINTING SERVICES	07-11-5-537
Total 128982:			52.79			
128983	CORE & MAIN LP	STORM SEWER	748.25	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
128983	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	485.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128983	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	277.76	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
128983	CORE & MAIN LP	STORM SEWER	158.40	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128983	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	144.07	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
Total 128983:			1,813.48			
128984	CROWN RESTROOMS	CITY BAND CONCERT	75.00	GENERAL FUND	OTHER COMMUNITY EVENTS	01-11-6-615
128984	CROWN RESTROOMS	CROWN RESTROOMS	75.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
128984	CROWN RESTROOMS	CROWN RESTROOMS	149.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 128984:			299.00			
128985	CRYSTAL CLEAN	COOLANT	14.28	GENERAL FUND	GAS & OIL	01-09-6-602
128985	CRYSTAL CLEAN	COOLANT	14.29	PARKS FUND	GASOLINE & OIL	06-00-6-602
128985	CRYSTAL CLEAN	COOLANT	144.43	GENERAL FUND	GAS & OIL	01-06-6-602
128985	CRYSTAL CLEAN	COOLANT	180.54	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-52-6-602
128985	CRYSTAL CLEAN	COOLANT	43.25	WATER & SEWER UTILITY FUND	GASOLINE & OIL	60-51-6-602
Total 128985:			396.79			
128986	D&A MEDIA	DIGITAL MEDIA CREATION FOR WEBS	5,000.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 128986:			5,000.00			
128987	DAVID G. ETERNO	ADMINISTRATIVE JUDGE	449.17	ADMIN ADJUDICATION FUND	ADMINISTRATIVE JUDGE	14-00-4-450
Total 128987:			449.17			
128988	DEMCO INC	PROCESSING & MENDING SUPPLIES	197.80	LIBRARY	SUPPLIES	08-00-6-606
128988	DEMCO INC	PROCESSING & MENDING SUPPLIES	326.31	LIBRARY	SUPPLIES	08-00-6-606
Total 128988:			524.11			
128989	DIRECT FITNESS SOLUTIONS, LLC	REC CENTER BIKE PARTS	19.65	RECREATION CENTER FUND	MATERIAL TO MAINTAIN EQUIPMENT	05-00-6-621
128989	DIRECT FITNESS SOLUTIONS, LLC	SPIN BIKES PREV MAINTENANCE	400.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 128989:			419.65			
128990	DYNEGY ENERGY SERVICES	ELECTRIC	800.77	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	316.72	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	56.74	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	1,176.68	WATER & SEWER UTILITY FUND	UTILITIES- BOOSTER STATIONS	60-52-5-541

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	1,050.51	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	ELECTRIC	212.89	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	1,563.08	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	196.45	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	160.83	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	42.50	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	2,368.66	RECREATION CENTER FUND	ELECTRIC	05-00-6-604
128990	DYNEGY ENERGY SERVICES	ELECTRIC	46.70	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	60.54	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	3.22	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	42.50	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	44.55	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	32.57	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	126.48	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	158.78	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	24.56	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	61.32	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	65.79	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	2.30	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	4.05	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	59.41	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	39.05	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	470.61	WATER & SEWER UTILITY FUND	UTILITIES- BOOSTER STATIONS	60-52-5-541
128990	DYNEGY ENERGY SERVICES	ELECTRIC	60.72	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	5.06	PARKS FUND	ELECTRICITY	06-00-5-540
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	12.37-	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	61.40	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	654.07	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	6.08	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	43.53	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	70.82	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	24.10	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	238.18	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	32.12	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	395.18	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	40.59	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	91.03	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
128990	DYNEGY ENERGY SERVICES	ELECTRIC	29.62	PARKS FUND	ELECTRICITY	06-00-5-540
128990	DYNEGY ENERGY SERVICES	ELECTRIC	.20	PARKS FUND	ELECTRICITY	06-00-5-540
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	28.87	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128990	DYNEGY ENERGY SERVICES	STREET LIGHTS	.35	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
Total 128990:			10,957.81			
128991	ED'S AUTOMOTIVE	TEST LANE	30.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. VEHICLES	60-52-5-553
Total 128991:			30.00			
128992	FASTENAL COMPANY	PARKS SUPPLIES	14.56	PARKS FUND	SUPPLIES	06-00-6-606
Total 128992:			14.56			
128993	FOX VALLEY FIRE & SAFETY CO.	RADIO MAINTENANCE	1,957.50	WIRELESS FUND	SERVICE TO MAINTAIN EQUIPMENT	15-00-5-550
Total 128993:			1,957.50			
128994	FRISBIE & LOHMEYER, INC INSURAN	D&O INSURANCE FOR REAL WOODS	345.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 128994:			345.00			
128995	GARY W ANDERSON ARCHITECTS	OLD COURTHOUSE - GWAA PLAN PR	25,126.59	TIF CIP	OLD COURTHOUSE	42-00-7-729
Total 128995:			25,126.59			
128996	GAVERS ASPHALT PAVING	BACKFILL MATERIAL	347.40	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
128996	GAVERS ASPHALT PAVING	CONTRACTOR ASSISTED WITH EXCA	1,166.28	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. WATER MAINS	60-52-5-554
Total 128996:			1,513.68			
128997	GEOSTAR MECHANICAL, INC.	OPERA HOUSE HVAC REPAIRS	6,405.00	PERFORMING ARTS	SERVICE TO MAINTAIN BUILDING	07-11-5-550
128997	GEOSTAR MECHANICAL, INC.	OPERA HOUSE HVAC REPAIRS	2,687.18	PERFORMING ARTS	SERVICE TO MAINTAIN BUILDING	07-11-5-550
Total 128997:			9,092.18			
128998	GESKE & SONS	HOT MIX ASPHALT	88.27	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128998	GESKE & SONS	HOT MIX ASPHALT	69.22	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128998	GESKE & SONS	HOT MIX ASPHALT	92.71	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128998	GESKE & SONS	HOT MIX ASPHALT	123.83	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128998	GESKE & SONS	HOT MIX ASPHALT	95.25	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128998	GESKE & SONS	HOT MIX ASPHALT	130.81	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
128998	GESKE & SONS	HOT MIX ASPHALT	89.54	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
128998	GESKE & SONS	HOT MIX ASPHALT	103.51	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
Total 128998:			793.14			
128999	GRAINGER	BRINE FILTERS	355.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 128999:			355.00			
129000	H&H ELECTRIC CO	SERVICE TO MAINTAIN TRAFFIC SIGN	474.20	MOTER FUEL TAX FUND	SERVICE TO MAIN. TRAFFIC CONTR	12-00-5-559
129000	H&H ELECTRIC CO	SERVICE TO MAINTAIN TRAFFIC SIGN	474.20	MOTER FUEL TAX FUND	SERVICE TO MAIN. TRAFFIC CONTR	12-00-5-559
Total 129000:			948.40			
129001	HARVARD/WOODSTOCK ENTERPRIS	ENTERPRISE ZONE ANNUAL CONTRI	24,000.00	GENERAL FUND	ENTERPRISE ZONE	01-01-5-559
Total 129001:			24,000.00			
129002	HAWKINS, INC.	SODIUM THIOSULFATE SOUTH	244.36	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
129002	HAWKINS, INC.	SODIUM THIOSULFATE NORTH	579.64	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
Total 129002:			824.00			
129003	HI VIZ INC	TRAFFIC CONTROLS	50.00	GENERAL FUND	MATERIALS TO MAIN. TRAFFIC CTL	01-06-6-629
Total 129003:			50.00			
129004	HUNTINGTON NATIONAL BANK	HAND PRUNERS	49.95	GENERAL FUND	SUPPLIES	01-06-6-606
129004	HUNTINGTON NATIONAL BANK	TRAILER - OPERA HOUSE	1,107.99	PERFORMING ARTS	EQUIPMENT	07-11-7-720
129004	HUNTINGTON NATIONAL BANK	HITCH	120.97	GENERAL FUND	TOOLS	01-07-6-605
129004	HUNTINGTON NATIONAL BANK	WATER & ICE FOR POLICE TESTING	22.48	POLICE PROTECTION FUND	BOARD OF FIRE/POLICE COM.	03-00-4-455
129004	HUNTINGTON NATIONAL BANK	SWIVEL JACK FOR TRAILER	50.75	PERFORMING ARTS	EQUIPMENT	07-11-7-720
129004	HUNTINGTON NATIONAL BANK	STREET SUPPLIES	487.85	GENERAL FUND	SUPPLIES	01-06-6-606
129004	HUNTINGTON NATIONAL BANK	SPLASHTOP RENEWAL	829.00	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
129004	HUNTINGTON NATIONAL BANK	CC PROCESSING FEE	30.00	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
129004	HUNTINGTON NATIONAL BANK	LICENSING FOR STAGE LEFT REGIS	20.00	PERFORMING ARTS	SUPPLIES & MATERIALS	07-13-6-606
129004	HUNTINGTON NATIONAL BANK	RC ADS	95.00	RECREATION CENTER FUND	ADVERTISING	05-00-5-538
129004	HUNTINGTON NATIONAL BANK	ICE PACKS	21.24	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
129004	HUNTINGTON NATIONAL BANK	CONSTANT CONTACT RENEWAL	498.00	GENERAL FUND	DUES/SUBSCRIPTIONS/BOOKS	01-12-4-454
129004	HUNTINGTON NATIONAL BANK	WEBINAR REGISTRATION	10.00	GENERAL FUND	DUES AND SUBSCRIPTIONS	01-04-4-454

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129004	HUNTINGTON NATIONAL BANK	FACEBOOK AD	4.02	RECREATION CENTER FUND	ADVERTISING	05-00-5-538
129004	HUNTINGTON NATIONAL BANK	FEE FOR CC TICKET PURCHASE	54.10	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
129004	HUNTINGTON NATIONAL BANK	REFUND REGISTRATION	10.00-	GENERAL FUND	DUES AND SUBSCRIPTIONS	01-04-4-454
129004	HUNTINGTON NATIONAL BANK	T-SHIRTS	14.95	PARKS FUND	UNIFORMS	06-00-4-453
129004	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	12.74	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	HOOK & LOOP DISPLAY BOARD	448.43	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	REAL WOODSTOCK ADS	300.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
129004	HUNTINGTON NATIONAL BANK	GIFT MEMBERSHIP GP FOR SRP	150.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
129004	HUNTINGTON NATIONAL BANK	CALBES & POWER STRIPS	102.60	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
129004	HUNTINGTON NATIONAL BANK	HP 410A TONER	119.78	GENERAL FUND	SUPPLIES	01-01-6-606
129004	HUNTINGTON NATIONAL BANK	AA&AAA BATTERIES	26.48	GENERAL FUND	SUPPLIES	01-13-6-606
129004	HUNTINGTON NATIONAL BANK	BULBS	203.38	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129004	HUNTINGTON NATIONAL BANK	SERVER RACK PARTS & CABLES	176.02	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
129004	HUNTINGTON NATIONAL BANK	BATTERY BACKUP	154.95	GENERAL FUND-CIP	RECORDING SYST- INVESTIGATIONS	82-03-7-725
129004	HUNTINGTON NATIONAL BANK	4G INTERNET	120.00	LIBRARY	ELECTRONIC FORMAT	08-00-7-741
129004	HUNTINGTON NATIONAL BANK	REAL WOODSTOCK ADS	99.90	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
129004	HUNTINGTON NATIONAL BANK	BOOKS	4.35	LIBRARY	ELECTRONIC FORMAT	08-00-7-741
129004	HUNTINGTON NATIONAL BANK	PARTS FOR 9 SQUARE PGPG	88.29	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
129004	HUNTINGTON NATIONAL BANK	BLU_RAY BURNER	124.99	GENERAL FUND-CIP	RECORDING SYST- INVESTIGATIONS	82-03-7-725
129004	HUNTINGTON NATIONAL BANK	CABLES & CABLE MANAGEMENT	63.04	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
129004	HUNTINGTON NATIONAL BANK	INFRARED THERMOMETER	107.44	GENERAL FUND	SUPPLIES	01-01-6-606
129004	HUNTINGTON NATIONAL BANK	BULLETIN BOARD GRAPHICS	10.76	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
129004	HUNTINGTON NATIONAL BANK	WEB DOMAIN RENEWAL	17.49	GENERAL FUND	CITY WEBSITE	01-13-5-556
129004	HUNTINGTON NATIONAL BANK	MOBILE INTERNET HOTSPOT	75.00	LIBRARY	ELECTRONIC FORMAT	08-00-7-741
129004	HUNTINGTON NATIONAL BANK	SUPPLIES	61.36	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	SUPPLIES	47.88	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	MARY SUGDENS RETIREMENT	87.48	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	VIDEOGAMES	127.47	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129004	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	31.60	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	10.61	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	TEACHERS TAPE	70.31	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	SRP PRIZE	55.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
129004	HUNTINGTON NATIONAL BANK	REFURB IPAD	154.03	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
129004	HUNTINGTON NATIONAL BANK	WINDOW CLING, DUCT TAPE SHEETS	32.78	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	SRP PRIZE BOOKS	373.53	LIBRARY	ELECTRONIC FORMAT	08-00-7-741
129004	HUNTINGTON NATIONAL BANK	SAFETY TAPE	59.98	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129004	HUNTINGTON NATIONAL BANK	RETURN	13.82-	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	ADS FOR REAL WOODSTOCK	72.45	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
129004	HUNTINGTON NATIONAL BANK	HISTORIC POSTCARD	20.07	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129004	HUNTINGTON NATIONAL BANK	SRP SHIRTS	51.75	LIBRARY	SUPPLIES	08-00-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129004	HUNTINGTON NATIONAL BANK	SUPPLIES	120.04	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	GC FOR PGPG VOLUNTEER	28.95	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
129004	HUNTINGTON NATIONAL BANK	CHILD SAFETY SEAT INSTALL CLAS	95.00	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
129004	HUNTINGTON NATIONAL BANK	PROTECTIVE PADS FOR GYM	59.57	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129004	HUNTINGTON NATIONAL BANK	APPLICATION HISTORIC TAX CREDI	3,250.00	TIF CIP	OLD COURTHOUSE	42-00-7-729
129004	HUNTINGTON NATIONAL BANK	VOLUNTEER SOFTWARE	17.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
129004	HUNTINGTON NATIONAL BANK	COVID SIGNS	19.10	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
129004	HUNTINGTON NATIONAL BANK	PARTS FOR MICROPHONES	27.60	RECREATION CENTER FUND	MATERIAL TO MAINTAIN EQUIPMENT	05-00-6-621
129004	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	31.85	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	74.48	LIBRARY	SUPPLIES	08-00-6-606
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - CM	102.73	GENERAL FUND	COMMUNICATIONS	01-01-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - FN	92.67	GENERAL FUND	COMMUNICATIONS	01-03-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - PD	73.08	POLICE PROTECTION FUND	COMMUNICATIONS	03-00-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - BZ	131.13	GENERAL FUND	COMMUNICATIONS	01-05-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - PW	427.84	GENERAL FUND	COMMUNICATIONS	01-08-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - REC	98.06	GENERAL FUND	COMMUNICATIONS	01-09-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - ED	178.35	GENERAL FUND	COMMUNICATIONS	01-12-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - IT	416.42	GENERAL FUND	COMMUNICATIONS	01-13-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - WATER/SEWER	167.89	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-52-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - WATER	51.17	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
129004	HUNTINGTON NATIONAL BANK	CELL PHONE - WASTE WATER TREAT	107.16	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
129004	HUNTINGTON NATIONAL BANK	NERCOM-KELTRON BACKUP	39.52	WIRELESS FUND	COMMUNICATIONS	15-00-5-501
129004	HUNTINGTON NATIONAL BANK	SCADA CONNECTIONS	103.97	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
129004	HUNTINGTON NATIONAL BANK	ADOBE SUBSCRIPTION	33.99	GENERAL FUND	DUES/SUBSCRIPTIONS/BOOKS	01-12-4-454
129004	HUNTINGTON NATIONAL BANK	ADOBE SUBSCRIPTION	33.99	PERFORMING ARTS	DUES & SUBSCRIPTION	07-11-4-454
129004	HUNTINGTON NATIONAL BANK	LANSWEEPER RENEWAL	1,014.30	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
129004	HUNTINGTON NATIONAL BANK	LANSWEEPER SALES TAX CREDIT	94.30	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
129004	HUNTINGTON NATIONAL BANK	ZOOM SUBSCRIPTION	279.90	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
129004	HUNTINGTON NATIONAL BANK	BOOKS	295.70	LIBRARY	ELECTRONIC FORMAT	08-00-7-741
Total 129004:			14,331.58			
129005	ILLINOIS CHARITY BUREAU FUND	ILLINOIS CHARITABLE ORG ANNUAL	115.00	GENERAL FUND	REAL WOODSTOCK W/H ACCT	01-00-0-214
Total 129005:			115.00			
129006	ILLINOIS DEPARTMENT OF TRANSP	CITY 'S PORTION OF TRAFFIC SIGNAL	4,896.63	MOTER FUEL TAX FUND	SERVICE TO MAIN. TRAFFIC CONTR	12-00-5-559
Total 129006:			4,896.63			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129007	ILLINOIS LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL	225.00	LIBRARY	TRAVEL & TRAINING	08-00-4-452
Total 129007:			225.00			
129008	INTERSTATE BATTERIES OF NORTH C	BATTERY	90.20	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
129008	INTERSTATE BATTERIES OF NORTH C	BATTERY	90.20	GENERAL FUND	MATERIAL TO MAINTAIN EQUIPMENT	01-07-6-621
129008	INTERSTATE BATTERIES OF NORTH C	BATTERY	90.20	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
129008	INTERSTATE BATTERIES OF NORTH C	BATTERY	113.95	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
129008	INTERSTATE BATTERIES OF NORTH C	BATTERY	110.15	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
129008	INTERSTATE BATTERIES OF NORTH C	BATTERY	40.00	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
129008	INTERSTATE BATTERIES OF NORTH C	BATTERIES	110.15	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
129008	INTERSTATE BATTERIES OF NORTH C	BATTERIES	113.95	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 129008:			758.80			
129009	JANET MORITZ	SPANISH STORY TIME	360.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
Total 129009:			360.00			
129010	JIM FRANKLIN	SOFTBALL OFFICIAL	78.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 129010:			78.00			
129011	JOEL BROWN	TRI REFUND	75.97	GENERAL FUND	RECREATION PROGRAM FEES	01-00-3-327
Total 129011:			75.97			
129012	JOHNSON CONTROLS	PNEUMATIC SYSTEM REPAIRS	5,000.00	LIBRARY BUILDING FUND	BUILDING & GROUNDS	09-00-7-701
Total 129012:			5,000.00			
129013	JOSE M. ZAMORANO	REC CLEANING	170.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 129013:			170.00			
129014	JOYCE A NARDULLI LLC	LEGISLATIVE ADVOCATE	5,000.00	GENERAL FUND	LEGISLATIVE ADVOCATE	01-01-5-562
Total 129014:			5,000.00			
129015	JUDITH BROWN	FITNESS INSTRUCTOR	175.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129015:			175.00			
129016	KATHLEEN FIELD ORR & ASSOCIATES	LEGAL TIF #2	242.00	TIF CIP	LEGAL SERVICES	42-00-5-502
Total 129016:			242.00			
129017	KATHRYN TRIPP	BOOKS	7.19	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129017	KATHRYN TRIPP	PROGRAM SUPPLIES	5.96	LIBRARY	SUPPLIES	08-00-6-606
Total 129017:			13.15			
129018	KIRCHNER FIRE EXTINGUISHER	FIRE EXT SERICE - BUILDING A	209.00	GENERAL FUND	SERVICE TO MAINTAIN BUILDINGS	01-07-5-550
Total 129018:			209.00			
129019	MENARDS	REC CENTER CHEMICALS	15.96	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
129019	MENARDS	REC CENTER MAINTENANCE	82.24	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129019	MENARDS	PARKS CEDAR FENCING	419.63	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129019	MENARDS	PARKS WATER PIPE	42.69	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129019	MENARDS	LIBRARY MATERIALS	5.20	PARKS FUND	SUPPLIES	06-00-6-606
129019	MENARDS	PARKS SUPPLIES	22.25	PARKS FUND	SUPPLIES	06-00-6-606
129019	MENARDS	SUPPLIES	29.20	GENERAL FUND	SUPPLIES	01-06-6-606
129019	MENARDS	SUPPLIES	3.79	GENERAL FUND	SUPPLIES	01-06-6-606
129019	MENARDS	PARKS HAND TOOLS	97.92	PARKS FUND	SUPPLIES	06-00-6-606
129019	MENARDS	FACILITIES TOOLS	8.97	PARKS FUND	TOOLS	06-00-6-605
129019	MENARDS	FACILITIES BATES	19.99	PARKS FUND	MATERIAL TO MAINTAIN BLDGS.	06-00-6-620
129019	MENARDS	PARKS TOOLS	10.98	PARKS FUND	TOOLS	06-00-6-605
129019	MENARDS	PARKS SUPPLIES	4.37	PARKS FUND	SUPPLIES	06-00-6-606
129019	MENARDS	CITY HALL MATERIALS	16.19	GENERAL FUND	SUPPLIES	01-02-6-606
129019	MENARDS	CITY HALL ORGANIZER	23.99	GENERAL FUND	MATERIAL TO MAINTAIN BUILDING	01-02-6-620
129019	MENARDS	PARK SHOP MATERIALS	43.09	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129019	MENARDS	WWT TRUCK STATION PARTS	43.97	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
129019	MENARDS	STORM SEWERS	74.70	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
129019	MENARDS	SUPPLIES	20.48	GENERAL FUND	SUPPLIES	01-05-6-606
129019	MENARDS	REC CENTER CHEMICALS	15.96	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
129019	MENARDS	REC CENTER BATTERIES	16.99	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
129019	MENARDS	CLOSET BUILD	22.97	PERFORMING ARTS	BUILDING	07-11-7-701
129019	MENARDS	CLOSET BUILD	39.99	PERFORMING ARTS	BUILDING	07-11-7-701
129019	MENARDS	WPD SUPPLIES	49.32	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129019	MENARDS	PARTS FOR WATER SYSTEM	9.99	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
129019	MENARDS	WT SUPPLIES	74.75	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
129019	MENARDS	WWW PAINTING SUPPLIES	37.40	AQUATIC CENTER FUND	MATERIAL TO MAINTAIN BUILDING	04-00-6-620
129019	MENARDS	SUPPLIES - BATTERIES	14.99	GENERAL FUND	SUPPLIES	01-05-6-606
129019	MENARDS	SUPPLIES	12.73	GENERAL FUND	SUPPLIES	01-05-6-606
129019	MENARDS	SUPPLIES	82.68	GENERAL FUND	SUPPLIES	01-05-6-606
129019	MENARDS	SUPPLIES	494.77	GENERAL FUND	SUPPLIES	01-05-6-606
129019	MENARDS	CLOSET BUILD	6.70	PERFORMING ARTS	BUILDING	07-11-7-701
129019	MENARDS	SUPPLIES	161.81	GENERAL FUND	SUPPLIES	01-05-6-606
129019	MENARDS	SUPPLIES	61.91	GENERAL FUND	SUPPLIES	01-05-6-606
129019	MENARDS	SUPPLIES	49.98	GENERAL FUND	SUPPLIES	01-05-6-606
Total 129019:			2,138.55			
129020	MERCY HEALTH SYSTEM	DRUG TESTING	25.00	GENERAL FUND	DRUG TESTING	01-04-5-510
Total 129020:			25.00			
129021	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	8,494.95	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129021	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	14,369.78	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
129021	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	897.90	PARKS FUND	ELECTRICITY	06-00-5-540
129021	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	3,967.51	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129021	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	6,570.98	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
129021	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	73.87	PARKS FUND	ELECTRICITY	06-00-5-540
129021	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	202.18	AQUATIC CENTER FUND	ELECTRIC	04-00-6-604
Total 129021:			34,577.17			
129022	MIDWEST SALT LLC	SALT FIRST ST	2,737.99	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
129022	MIDWEST SALT LLC	SALT SEMINARY	2,356.83	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
129022	MIDWEST SALT LLC	SALT SEMINARY	2,315.22	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
Total 129022:			7,410.04			
129023	MIDWEST TAPE	AUDIOBOOKS	52.48	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129023	MIDWEST TAPE	LIBRARY ACD & DVD	21.63	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129023	MIDWEST TAPE	LIBRARY ADB, ACD, DVD	904.61	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129023:			978.72			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129024	MILLER MONUMENT COMPANY	LETTERED BRICK PAVERS	54.95	ESCROW FUND	SESQUICENTENIAL FUND	72-00-0-226
Total 129024:			54.95			
129025	MUNICIPAL MARKING DIST. INC.	TOOLS TO MARK UTILITIES	1,413.00	WATER & SEWER UTILITY FUND	EQUIPMENT	60-52-7-720
Total 129025:			1,413.00			
129026	MY LITTLE BOW PEEPS SHOP LLC	LITTLE BO PEEPS LOAN	2,452.97	REVOLVING LOAN	MY LITTLE BO PEEEPS LLC	85-00-0-143
Total 129026:			2,452.97			
129027	NICOR	PARKS NICOR RINK	35.61	PARKS FUND	FUEL - HEATING	06-00-6-603
129027	NICOR	GAS WELL #8	40.92	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129027	NICOR	NICOR REC CENTER	202.65	RECREATION CENTER FUND	FUEL - HEATING	05-00-6-603
129027	NICOR	GAS WELL #12	40.91	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129027	NICOR	GAS FOR EMERGANCY GENERATOR	40.41	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	GAS FOR EMERGANCY GENERATOR	121.81	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	GAS FIRST STREET	49.99	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129027	NICOR	GAS FOR EMERGANCY GENERATOR	126.32	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	NICOR WWW MECH ROOM	114.62	AQUATIC CENTER FUND	FUEL - HEATING	04-00-6-603
129027	NICOR	GAS FOR EMERGANCY GENERATOR	42.40	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	GAS SEMINARY	251.31	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129027	NICOR	GAS FOR EMERGANCY GENERATOR	40.41	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	GAS FOR EMERGANCY GENERATOR	41.40	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	GAS FOR EMERGANCY GENERATOR	41.41	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	GAS FOR EMERGANCY GENERATOR	40.42	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129027	NICOR	GAS FOR EMERGANCY GENERATOR	40.66	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
Total 129027:			1,271.25			
129028	NORTHWESTERN UNIVERSITY CENT	SPSC BRANUM	4,000.00	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
Total 129028:			4,000.00			
129029	O'REILLY AUTO PARTS	HUB ASSY	386.28	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 129029:			386.28			
129030	OTTOSEN DINOLFO	LEGAL	400.00	POLICE PENSION	LEGAL	70-00-5-502

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129030	OTTOSEN DINOLFO	LEGAL RELATED TO PROPERTY AT R	1,188.00	GENERAL FUND-CIP	ROUNABOUT-SOUTH STREET	82-08-7-726
Total 129030:			1,588.00			
129031	OVERDRIVE INC	AUDIOBOOK/ EBOOKS	26.76	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129031	OVERDRIVE INC	AUDIOBOOK/ EBOOKS	1,459.25	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129031	OVERDRIVE INC	AUDIOBOOK/ EBOOKS	107.49	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129031	OVERDRIVE INC	AUDIOBOOK/ EBOOKS	292.96	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129031:			1,886.46			
129032	PDC LABORATORIES, INC.	LAB SERVICES	2,045.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-50-5-509
129032	PDC LABORATORIES, INC.	LAB SERVICES	1,213.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-50-5-509
Total 129032:			3,258.00			
129033	PEPSI-COLA GENERAL BOTTLER, IN	REC CENTER VENDING SUPPLIES	300.63	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
Total 129033:			300.63			
129034	PLOTE CONSTRUCTION INC	2020 STREET RESERFACING	135,601.03	GENERAL FUND-CIP	RESURFACING	82-08-7-703
Total 129034:			135,601.03			
129035	POOLBLU	REC CENTER CHEMICALS	395.98	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
129035	POOLBLU	REC CENTER SPA REPAIR	390.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
129035	POOLBLU	REC CENTER SPA REPAIR	226.12	RECREATION CENTER FUND	MATERIAL TO MAINTAIN POOL	05-00-6-622
Total 129035:			1,012.10			
129036	POWERDMS INC	POWER DMS	850.00	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
Total 129036:			850.00			
129037	PRAIRIECATE	PRAIRIE CAT EXPRESS LANE	1,086.75	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
Total 129037:			1,086.75			
129038	QUILL CORPORATION	SUPPLIES	2.82	GENERAL FUND	SUPPLIES	01-01-6-606
129038	QUILL CORPORATION	SUPPLIES	29.75	GENERAL FUND	SUPPLIES	01-03-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129038	QUILL CORPORATION	SUPPLIES	2.82	GENERAL FUND	SUPPLIES	01-04-6-606
129038	QUILL CORPORATION	SUPPLIES	5.65	GENERAL FUND	SUPPLIES	01-05-6-606
129038	QUILL CORPORATION	SUPPLIES	5.65	GENERAL FUND	SUPPLIES	01-08-6-606
129038	QUILL CORPORATION	SUPPLIES	5.65	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
129038	QUILL CORPORATION	SUPPLIES	2.82	GENERAL FUND	SUPPLIES	01-12-6-606
129038	QUILL CORPORATION	SUPPLIES	5.65	PERFORMING ARTS	SUPPLIES	07-11-6-606
129038	QUILL CORPORATION	SUPPLIES	2.83	GENERAL FUND	SUPPLIES	01-13-6-606
129038	QUILL CORPORATION	WPL SUPPLIES	5.95	LIBRARY	SUPPLIES	08-00-6-606
129038	QUILL CORPORATION	WPL SUPPLIES	9.03	LIBRARY	SUPPLIES	08-00-6-606
129038	QUILL CORPORATION	WPL SUPPLIES	132.50	LIBRARY	SUPPLIES	08-00-6-606
129038	QUILL CORPORATION	SUPPLIES	6.58	GENERAL FUND	SUPPLIES	01-01-6-606
129038	QUILL CORPORATION	SUPPLIES	13.16	GENERAL FUND	SUPPLIES	01-03-6-606
129038	QUILL CORPORATION	SUPPLIES	6.58	GENERAL FUND	SUPPLIES	01-04-6-606
129038	QUILL CORPORATION	SUPPLIES	13.16	GENERAL FUND	SUPPLIES	01-05-6-606
129038	QUILL CORPORATION	SUPPLIES	45.15	GENERAL FUND	SUPPLIES	01-08-6-606
129038	QUILL CORPORATION	SUPPLIES	13.16	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
129038	QUILL CORPORATION	SUPPLIES	6.58	GENERAL FUND	SUPPLIES	01-12-6-606
129038	QUILL CORPORATION	SUPPLIES	13.16	PERFORMING ARTS	SUPPLIES	07-11-6-606
129038	QUILL CORPORATION	SUPPLIES	6.57	GENERAL FUND	SUPPLIES	01-13-6-606
129038	QUILL CORPORATION	HANGING FILE FOLDER FRAME	57.02	GENERAL FUND	SUPPLIES	01-08-6-606
129038	QUILL CORPORATION	PEN REFILLS	8.88	GENERAL FUND	SUPPLIES	01-03-6-606
129038	QUILL CORPORATION	INK CARTRIDGE	44.49	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
129038	QUILL CORPORATION	BINDERS, LAMINATING POUCHES	59.35	GENERAL FUND	SUPPLIES	01-08-6-606
Total 129038:			504.96			
129039	RANGER RED MIX INC	CONCRETE FOR SS REPAIRS	475.00	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
Total 129039:			475.00			
129040	RC JUGGLES	MOVIES IN THE PARK	175.00	GENERAL FUND	MOVIES IN THE PARK	01-11-6-611
Total 129040:			175.00			
129041	RECORDED BOOKS, LLC	AUDIOBOOKS	31.50	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129041	RECORDED BOOKS, LLC	AUDIOBOOKS	40.49	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129041	RECORDED BOOKS, LLC	AUDIOBOOKS	13.49	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129041	RECORDED BOOKS, LLC	AUDIOBOOKS	98.10	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129041:			183.58			
129042	RICARDO MARTIN	PERMIT REFUND	20.00	GENERAL FUND	BUILDING PERMITS	01-00-2-324
Total 129042:			20.00			
129043	ROBYN KIMBLE	926 N. MADISON ST.	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 129043:			100.00			
129044	SHAW MEDIA	SHAW MEDIA ONLINE ADS FEB	300.34	GENERAL FUND	PUBLISHING SERVICES	01-01-5-538
Total 129044:			300.34			
129045	SIKICH LLP	2ND PMT FY19/20 AUDIT	2,300.00	AUDIT FUND	MUNICIPAL AUDIT	02-00-5-507
Total 129045:			2,300.00			
129046	SKC CONSTRUCTION INC	CRACK SEALING	1,770.00	WATER & SEWER CIP	WATER TREATMENT PLANT MAINT	61-00-7-705
Total 129046:			1,770.00			
129047	STAN'S OFFICE TECHNOLOGIES, IN	EMAIL FILTER	110.50	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
Total 129047:			110.50			
129048	STATELINE TECHNOLOGIES	IT SUPPORT	2,386.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
Total 129048:			2,386.00			
129049	SWANK MOTION PICTURES, INC	MOVIES IN THE PARK	300.00	GENERAL FUND	MOVIES IN THE PARK	01-11-6-611
Total 129049:			300.00			
129050	THE BUG MAN	PW PEST MANAGEMENT	62.00	GENERAL FUND	SERVICE TO MAINTAIN BUILDINGS	01-07-5-550
129050	THE BUG MAN	PW PEST MANAGEMENT	62.00	GENERAL FUND	SERVICE TO MAINTAIN BUILDINGS	01-07-5-550
129050	THE BUG MAN	INSECT TREATMENT	62.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN BUILDING	05-00-5-550

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129050:			186.00			
129051	THERM FLO, INC.	MAINTENANCE SERVICE AGREEMEN	2,902.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
Total 129051:			2,902.00			
129052	THIRD MILLENNIUM ASSOCIATES, INC	UTIL BILL PRINT AUG 2020	379.86	ENVIRONMENTAL MANAGEMENT FUN	PRINTING EXPENSE	90-00-5-537
Total 129052:			379.86			
129053	THOMPSON ELEVATOR INSPECTION	ELEVATOR INSPECTION	574.00	GENERAL FUND	ELEVATOR INSPECTION FEES	01-05-5-567
Total 129053:			574.00			
129054	TOBY PARKER-GOAD	COVID DEPOSIT REFUND	100.00	PERFORMING ARTS	FACILITY RENTAL	07-00-2-360
Total 129054:			100.00			
129055	TODAY'S BUSINESS SOLUTIONS INC	SIMPLEX SCAN STATION FAX COSTS	1,150.00	LIBRARY	SERVICE TO MAINTAIN EQUIPMENT	08-00-5-552
Total 129055:			1,150.00			
129056	TODAY'S UNIFORMS	SHIRT FOR EMPLOYEE	318.65	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
129056	TODAY'S UNIFORMS	SHIRT FOR EMPLOYEE	74.75	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
Total 129056:			393.40			
129057	TRACEY BANVILLE	REC CENTER REFUND	45.00	RECREATION CENTER FUND	FACILITY RENTAL	05-00-3-328
Total 129057:			45.00			
129058	TRANS UNION RISK & ALTERNATIVE	TRANSUNION	50.00	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
Total 129058:			50.00			
129059	UNITED LABORATORIES	SUPPLIES	1,050.20	WATER & SEWER UTILITY FUND	SUPPLIES	60-52-6-606
129059	UNITED LABORATORIES	GREASE CONTROLING CHEMICALS	1,493.36	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129059:			2,543.56			
129060	UNIVERSITY OF GEORGIA	LICENSE FEE	150.00	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
Total 129060:			150.00			
129061	UPLAND CONSTRUCTION & MAINTEN	CONTRACTUAL CONCRETE REPAIR	4,400.00	GENERAL FUND	SERVICE TO MAINTAIN PAVEMENTS	01-06-5-555
Total 129061:			4,400.00			
129062	UPS	SHIPPING	16.63	GENERAL FUND	UPS HOLDING ACCOUNT	01-00-0-212
129062	UPS	SHIPPING	24.41	GENERAL FUND	POSTAGE	01-05-6-601
Total 129062:			41.04			
129063	USA BLUEBOOK	LAB CHEMICALS	596.76	WATER & SEWER UTILITY FUND	LABORATORY CHEMICALS	60-50-6-615
Total 129063:			596.76			
129064	VERMONT SYSTEMS, INC.	RECTRAC ANNUAL MAINTENANCE	2,063.74	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
129064	VERMONT SYSTEMS, INC.	RECTRAC ANNUAL MAINTENANCE	2,500.00	AQUATIC CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	04-00-5-552
129064	VERMONT SYSTEMS, INC.	RECTRAC ANNUAL MAINTENANCE	3,000.00	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-09-5-552
Total 129064:			7,563.74			
129065	VIKING CHEMICAL COMPANY	CHLORINE & FLUORIDE	2,280.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
129065	VIKING CHEMICAL COMPANY	CYLINDER CREDIT	1,145.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
Total 129065:			1,135.00			
129066	WAL-MART COMMUNITY	RC AUDIO EQUIPMENT	13.47	RECREATION CENTER FUND	MATERIAL TO MAINTAIN EQUIPMENT	05-00-6-621
Total 129066:			13.47			
129067	WATER SERVICES	CONTRACTOR LEAK DETECTION	315.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. WATER MAINS	60-52-5-554
Total 129067:			315.00			
129068	WILL ENTERPRISES	CHALLENGE SHIRTS	616.50	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129068	WILL ENTERPRISES	TEAM AWARDS MEN'S SOFTBALL	214.90	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 129068:			831.40			
129069	WOODSTOCK HEATING & COOLING I	OLD COURT HOUSE HVAC	381.01	GENERAL FUND	SVC TO MAIN OLD COURTHOUSE	01-02-5-551
Total 129069:			381.01			
129070	WOODSTOCK POWER SPORTS	2020 POLARIS 570 UTV	13,419.58	POLICE PROTECTION FUND	MISCELLANEOUS INCOME	03-00-5-380
Total 129070:			13,419.58			
129071	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL FEES	875.00	GENERAL FUND	LEGAL SERVICES	01-05-5-502
129071	ZUKOWSKI ROGERS FLOOD MCARDL	DISTRESSED PROPERTY	131.25	GENERAL FUND	DISTRESSED PROPERTY PROGRAM	01-05-8-801
129071	ZUKOWSKI ROGERS FLOOD MCARDL	RLF LITTLE BOW PEEPS	210.50	GENERAL FUND	LEGAL EXPENSES	01-12-5-502
129071	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL	918.75	ADMIN ADJUDICATION FUND	LEGAL SERVICES	14-00-5-502
129071	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL COVID MATTERS	612.50	GENERAL FUND	LEGAL SERVICES	01-01-5-502
129071	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL	3,718.75	GENERAL FUND	LEGAL SERVICES	01-01-5-502
129071	ZUKOWSKI ROGERS FLOOD MCARDL	TIF#2 LEGAL-GARBAGE CONTAINMEN	2,275.00	TIF CIP	LEGAL SERVICES	42-00-5-502
129071	ZUKOWSKI ROGERS FLOOD MCARDL	313 SHORT STREET PURCHASE	962.50	TIF CIP	PROPERTY ACQUISITION	42-00-7-731
129071	ZUKOWSKI ROGERS FLOOD MCARDL	TIF#1 LEGAL-GARBAGE CONTAINMEN	131.25	TAX INCREMENT FINANCING FUND	LEGAL SERVICES	41-00-5-502
129071	ZUKOWSKI ROGERS FLOOD MCARDL	TIF#2 LEGAL	87.50	TIF CIP	LEGAL SERVICES	42-00-5-502
Total 129071:			9,923.00			
Grand Totals:			508,490.96			

## City of Woodstock

Huntington National Bank - Check #129004

VENDOR	DESCRIPTION	AMOUNT	LAST NAME	DATE
GAMESTOP	VIDEO GAMES	\$ 127.47	BRADLEY	07/13/2020
PAYFLOW/PAYPAL	FEE FOR CC TICKET PURCHASE	54.10	CAMPBELL	08/04/2020
FACEBK JSLQJU2JC2	ADS FOR REAL WOODSTOCK	72.45	CAMPBELL	08/02/2020
C2 IMAGING	REAL WOODSTOCK ADS	99.90	CAMPBELL	07/27/2020
SHOPKEEP.COM INC.	LICENSING FOR STAGE LEFT REGIS	20.00	CAMPBELL	07/13/2020
JC DECAUX AIRPORT INC	REAL WOODSTOCK ADS	300.00	CAMPBELL	07/12/2020
THE HOME DEPOT #8431	INFRARED THERMOMETER	107.44	CHRISTENSEN	07/27/2020
DURACO SPECIALTY TAPES	TEACHERS TAPE	70.31	HANSEN	08/02/2020
TECHSOUP	MOBILE INTERNET HOTSPOT	75.00	HANSEN	07/29/2020
MOBILE BEACON	4G INTERNET	120.00	HANSEN	07/24/2020
SMART SOURCE LLC NY	SUPPLIES	120.04	HANSEN	07/16/2020
SILHOUETTE AMERICA	WINDOW CLING, DUCT TAPE SHEETS	32.78	HANSEN	07/13/2020
FARM & FLT OF WOODSTOC	HITCH	120.97	LAMZ	07/16/2020
SAFE KIDS WORLDWIDE	CHILD SAFETY SEAT INSTALL CLAS	95.00	LANZ	08/03/2020
FARM & FLT OF WOODSTOC	SWIVEL JACK FOR TRAILER	50.75	MCCORMACK	07/22/2020
FARM & FLT OF WOODSTOC	TRAILER - OPERA HOUSE	1,107.99	MCCORMACK	07/08/2020
SPLASHTOP.COM	SPLASHTOP RENEWAL	829.00	MCELMEEL	08/04/2020
CBI*LANSWEEPER	LANSWEEPER SALES TAX CREDIT	(94.30)	MCELMEEL	08/04/2020
CBI*LANSWEEPER	LANSWEEPER RENEWAL	1,014.30	MCELMEEL	08/04/2020
ADOBE ID CREATIVE CLD	ADOBE SUBSCRIPTION	33.99	MCELMEEL	08/03/2020
ADOBE ID CREATIVE CLD	ADOBE SUBSCRIPTION	33.99	MCELMEEL	08/03/2020
AMZN MKTP US*MV8LE38K0	CALBES & POWER STRIPS	102.60	MCELMEEL	07/27/2020
AMZN MKTP US*MV8LE38K0	HP 410A TONER	119.78	MCELMEEL	07/27/2020
AMZN MKTP US*MV8LE38K0	AA&AAA BATTERIES	26.48	MCELMEEL	07/27/2020
EIG*CONSTANTCONTACT.CO	CONSTANT CONTACT RENEWAL	498.00	MCELMEEL	07/23/2020
VZWRLSS*MY VZ VB P	NERCOM-KELTRON BACKUP	39.52	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	SCADA CONNECTIONS	103.97	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - CM	102.73	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - FN	92.67	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - PD	73.08	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - BZ	131.13	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - PW	427.84	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - REC	98.06	MCELMEEL	07/22/2020

## City of Woodstock

Huntington National Bank - Check #129004

VENDOR	DESCRIPTION	AMOUNT	LAST NAME	DATE
VZWRLSS*MY VZ VB P	CELL PHONE - ED	\$ 178.35	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - IT	416.42	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - WATER/SEWER	167.89	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - WATER	51.17	MCELMEEL	07/22/2020
VZWRLSS*MY VZ VB P	CELL PHONE - WASTE WATER TREAT	107.16	MCELMEEL	07/22/2020
MONOPRICE INC	BLU_RAY BURNER	124.99	MCELMEEL	07/22/2020
MONOPRICE INC	CABLES & CABLE MANAGEMENT	63.04	MCELMEEL	07/22/2020
ZOOM.US	ZOOM SUBSCRIPTION	279.90	MCELMEEL	07/21/2020
AMZN MKTP US*MJ56M5VH2	SERVER RACK PARTS & CABLES	176.02	MCELMEEL	07/10/2020
AMAZON.COM*MJ61G02T1 A	BATTERY BACKUP	154.95	MCELMEEL	07/09/2020
NEWEGG INC	REFURB IPAD	154.03	MCELMEEL	07/08/2020
EIG*DOTSTER	WEB DOMAIN RENEWAL	17.49	MCELMEEL	07/07/2020
TAX INCENTIVES PROGRAM	APPLICATION HISTORIC TAX CREDI	3,250.00	NAPOLITANO	07/26/2020
FBB*KINGSIZE REWARD	T-SHIRTS	14.95	PARKER	08/04/2020
WM SUPERCENTER #3434	WATER & ICE FOR POLICE TESTING	22.48	PARSONS	07/19/2020
STATELINE SHRM	REFUND REGISTRATION	(10.00)	SCHOBER	08/05/2020
STATELINE SHRM	WEBINAR REGISTRATION	10.00	SCHOBER	07/29/2020
AMZN MKTP US*MF3SH8A00	CRAFT SUPPLIES	31.85	TRIPP	08/05/2020
JEWEL OSCO 3503	SRP PRIZE	55.00	TRIPP	08/05/2020
AMZN MKTP US*MF6H80A90	CRAFT SUPPLIES	74.48	TRIPP	08/05/2020
DUPAGECHILDRENSMUS	GIFT MEMBERSHIP GP FOR SRP	150.00	TRIPP	08/04/2020
AMZN MKTP US*MF2R825L1	CRAFT SUPPLIES	12.74	TRIPP	08/04/2020
HALF PRICE BOOKS #117	BOOKS	4.35	TRIPP	07/21/2020
HYPERSTITCH INC	SRP SHIRTS	51.75	TRIPP	07/17/2020
BOOKOUTLET.COM	SRP PRIZE BOOKS	373.53	TRIPP	07/10/2020
AMZN MKTP US*MJ63Z5MR0	CRAFT SUPPLIES	31.60	TRIPP	07/09/2020
AMZN MKTP US*MJ7N77S61	CRAFT SUPPLIES	10.61	TRIPP	07/09/2020
FARM & FLT OF WOODSTOC	STREET SUPPLIES	487.85	VAN LANDUYT	07/26/2020
FARM & FLT OF WOODSTOC	HAND PRUNERS	49.95	VAN LANDUYT	07/07/2020
GREY HOUSE PUBLISHING	BOOKS	295.70	WEBER	08/04/2020
DISPLAYS2GO	HOOK & LOOP DISPLAY BOARD	448.43	WEBER	07/22/2020
WWW.VOLGISTICS.COM	VOLUNTEER SOFTWARE	17.00	WEBER	07/08/2020
PAYPAL *GREYBEARDSG EB	HISTORIC POSTCARD	20.07	WEBER	07/08/2020

# City of Woodstock

Huntington National Bank - Check #129004

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>LAST NAME</b>	<b>DATE</b>
SQ *THE SUGAR CIRCLE	MARY SUGDEN'S RETIREMENT	\$ 87.48	ZAMORANO	08/02/2020
JEWEL OSCO 3503	SUPPLIES	61.36	ZAMORANO	08/02/2020
JEWEL OSCO 3503	SUPPLIES	47.88	ZAMORANO	08/02/2020
JEWEL OSCO 3503	RETURN	(13.82)	ZAMORANO	08/02/2020
FACEBK E7T5AVWRX2	FACEBOOK AD	4.02	ZINNEN	08/03/2020
PROTECTIVE PRODUCTS	PROTECTIVE PADS FOR GYM	59.57	ZINNEN	08/02/2020
WALGREENS #11411	GC FOR PGPG VOLUNTEER	28.95	ZINNEN	07/31/2020
1000BULBS.COM	BULBS	203.38	ZINNEN	07/28/2020
9SQUAREINTHEAIR	PARTS FOR 9 SQUARE PGPG	88.29	ZINNEN	07/24/2020
AMZN MKTP US*MV2YM9XU0	ICE PACKS	21.24	ZINNEN	07/23/2020
AMZN MKTP US*MV86M80L2	COVID SIGNS	19.10	ZINNEN	07/22/2020
AMZN MKTP US*MV8IX2EM2	PARTS FOR MICROPHONES	27.60	ZINNEN	07/22/2020
CRICUT	BULLETIN BOARD GRAPHICS	10.76	ZINNEN	07/22/2020
IFLOORTAPE	SAFETY TAPE	59.98	ZINNEN	07/21/2020
EIG*CONSTANTCONTACT.CO	RC ADS	95.00	ZINNEN	07/15/2020
PLUG N PAY TECHNOLOGIE	CC PROCESSING FEE	30.00	ZINNEN	07/09/2020
	<b>Total</b>	<b>\$ 14,331.58</b>		

# Opera House Activity Report

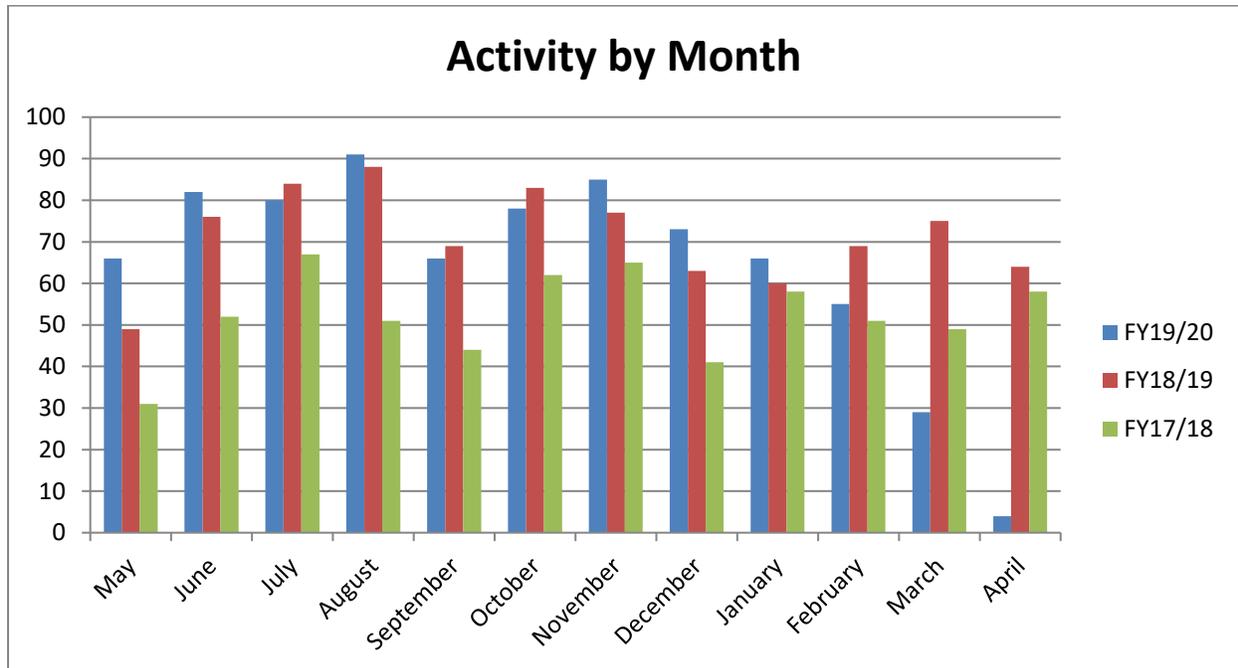
## FY19/20 Summary Report

### Usage by Space

MONTH	MAINSTAGE	LIBRARY & COMM. ROOM	BACK STAGE	BANDSTAND & PARK	STAGE LEFT CAFÉ	MISC. FUNCTIONS	TOTAL EVENTS
May	17	4	4	4	27	10	66
June	29	7	1	10	27	8	82
July	26	7	2	12	25	8	80
August	16	11	12	10	28	14	91
September	17	4	8	6	24	7	66
October	22	12	9	4	24	7	78
November	26	10	0	3	38	8	85
December	27	3	10	2	25	6	73
January	17	7	10	1	25	6	66
February	13	9	8	2	15	8	55
March*	13	4	0	0	5	7	29
April*	0	0	0	0	0	4	4
<b>Totals FY19/20</b>	<b>223</b>	<b>78</b>	<b>64</b>	<b>54</b>	<b>263</b>	<b>93</b>	<b>775</b>
<b>Totals FY18/19</b>	<b>238</b>	<b>60</b>	<b>97</b>	<b>60</b>	<b>294</b>	<b>108</b>	<b>857</b>
<b>Totals FY17/18</b>	<b>178</b>	<b>51</b>	<b>36</b>	<b>43</b>	<b>273</b>	<b>82</b>	<b>663</b>
<b>*The Opera House was forced to close on March 16<sup>th</sup> due to the COVID-19 Pandemic</b>							

The Woodstock Opera House closed its doors to the public on March 16, 2020 based on recommendations issued by the State of Illinois in response to the growing COVID-19 World Pandemic. Sales and attendance had already started to decline by the beginning of March and performances of the musical MATILDA, presented by resident company THEATRE 121, were closed mid-run. Opera House staff continued to work onsite for the first week of the Opera House's closure, but were forced to leave the facility when Illinois Governor JB Pritzker issued a "stay at home" order on all workers in non-essential businesses beginning on March 21<sup>st</sup>. Senior staff were then issued tools and resources, by the City of Woodstock, to assist in continuing essential Opera House administrative work from home. At the end of the month of April, as it seemed clear that the number of infections and deaths in Illinois were continuing to rise, the Governor extended the "stay at home" order through the month of May. Facing the prospect of an extended shut-down the City of Woodstock and Woodstock Opera House proceeded with furloughing non-essential part time employees beginning May 1<sup>st</sup>. While in quarantine full-time staff undertook the enormous effort to

cancel more than 200 performances, meetings, events, and activities schedule from mid-march through the summer and into the fall months.



## Opera House Activity Report

### 4<sup>rd</sup> Quarter | February 2020 – April 2020

#### Usage by Space

MONTH FY19/20	LIBRARY &						TOTAL EVENTS
	MAIN STAGE	COMM. ROOM	BACK STAGE	BANDSTAND & PARK	STAGE LEFT CAFÉ	MISC. FUNCTIONS	
<b>February</b>	13	9	8	2	15	8	<b>55</b>
<b>March</b>	13	4	0	0	5	7	<b>29</b>
<b>April</b>	0	0	0	0	0	4	<b>4</b>
<b>Totals FY19/20</b>	<b>26</b>	<b>13</b>	<b>8</b>	<b>2</b>	<b>20</b>	<b>19</b>	<b>88</b>
<b>Totals FY18/19</b>	<b>57</b>	<b>26</b>	<b>20</b>	<b>4</b>	<b>72</b>	<b>29</b>	<b>208</b>
<b>Totals FY17/18</b>	<b>46</b>	<b>9</b>	<b>5</b>	<b>2</b>	<b>70</b>	<b>26</b>	<b>158</b>

## Box Office Ticket Sales

Month FY19/20	# Tickets Sold	Ticket Income	Donation Income	Ticketing Fees	Historic Preservation Fee
<b>February</b>	3,688	\$81,241.20	\$128.00	\$7,112.00	\$9,504.00
<b>March*</b>	958	\$19,023.56	\$27.00	\$1,058.00	\$1,410.00
<b>April*</b>	-421	-\$9,598.92	\$1.00	-\$758.00	-\$1,047.00
<b>FY19/20 Fourth Quarter Totals</b>	<b>4,225</b>	<b>\$90,665.84</b>	<b>\$156</b>	<b>\$7,412.00</b>	<b>\$9,867.00</b>

*\*Due to closure of the Opera House in March as a result of the COVID-19 Pandemic, ticket refunds resulted in reduced and negative sales figures*

## Stage Left Café Concession Sales

Month FY19/20	Net Sales	Transactions	Avg. Sale Value	Paid Rentals	Free Rentals
<b>February</b>	\$4,589.00	704	\$6.52	7	7
<b>March</b>	\$1,103.00	191	\$5.77	2	2
<b>April</b>	\$0.00	0	\$0.00	0	0
<b>FY19/20 Fourth Quarter Totals</b>	<b>\$5,692.00</b>	<b>895</b>	<b>\$6.15</b>	<b>9</b>	<b>9</b>

## A sample of groups who used WOH facilities in 4<sup>th</sup> quarter of FY19/20

- Berkshire Hathaway Inc.
- Culture Arts & Music
- Friends of the Opera House
- Groundhog Day Committee
- Heartland Realtor Organization
- Jazz on the Square
- Jim May Storyteller
- McHenry County Community Development
- Off Square Music
- Theatre 121
- Woodstock Chamber of Commerce
- Woodstock City Council
- Woodstock Community Choir
- Woodstock Economic Development
- Woodstock Fine Arts Association
- Woodstock Recreation Dept.

## Mainstage Ticketed Events

Producer	Event Title	# Of Events	Tickets Sold	Comps Issued	Average Attendance	Capacity	% of Utilization
Opera House	The Mystery Hour	1	112	15	127	418	30.4%
Opera House	Switchback	1	217	0	217	418	51.9%
Tribute Masters	Sinatra Tribute	1	403	0	403	418	96.4%
Opera House	Seamus Egan	1	178	0	178	418	42.6%
WFAA	Creative Living	1	362	2	364	418	87.1%
Opera House	Mississippi Heat	1	226	0	226	418	54.1%
Opera House	The Way Down Wanderers	1	204	0	204	418	48.8%
Theatre 121	Matilda	7	1,203	99	186	401	46.4%
<b>TOTALS:</b>		<b>14</b>	<b>2,905</b>	<b>116</b>	<b>238</b>	<b>418</b>	<b>56.9%</b>

## Mainstage Ticketed Film/Movie Events

Producer	Event Title	# Of Events	Tickets Sold	Comps Issued	Average Attendance	Capacity	% of Utilization
Opera House	Small Island – NTL	1	1	0	1	418	0%
Opera House	The Prado Museum	1	45	0	45	418	10.8%
Opera House	To Kill A Mockingbird	1	117	0	117	418	30.0%
Opera House	Bolshoi Ballet - Gisele	1	55	0	55	418	13.2%
Opera House	Gone with the Wind	1	97	0	97	418	23.2%
<b>TOTALS:</b>		<b>5</b>	<b>315</b>	<b>0</b>	<b>79</b>	<b>418</b>	<b>18.9%</b>

## Stage Left Café Ticketed Events

Producer	Event Title	# Of Events	Tickets Sold	Comps Issued	Average Attendance	Capacity	% of Utilization
Culture Arts & Music	Potts & Pans	1	62	0	62	75	82.7%
Cassandra Vohs Demann	Ukulele Jam Night	1	40	0	40	75	53.3%
Off Square Music	Corner Boys	1	24	0	24	75	32.0%
Off Square Music	Jon Babin & The Darling Suns	1	8	0	8	75	10.6%
<b>TOTALS:</b>		<b>4</b>	<b>134</b>	<b>0</b>	<b>34</b>	<b>75</b>	<b>45.3%</b>

### Other Non-Ticketed Events (Estimated Attendance)\*

Producer	Event Title	Location	# Of Events	Estimated Attendance
<b>Cassandra Vohs Demann</b>	Singer Songwriter	Stage Left Cafe	1	50
<b>Jazz on the Square</b>	Jazz Night	Stage Left Cafe	1	40
<b>Jim May</b>	Spoken Word Café	Stage Left Cafe	1	30
<b>Resident Companies</b>	Auditions/Rehearsals	Green Room	8	160
<b>Off Square Music</b>	Open Mic Nights	Stage Left Cafe	2	100
<b>The Stage Leftovers</b>	The Stage Leftovers	Stage Left Cafe	3	150
<b>Woodstock Rec. Dept.</b>	Senior Program	Stage Left Cafe	5	60
<b>City of Woodstock</b>	Meetings	Stage Left Cafe	5	50
<b>Regional Artists</b>	Art Displays/Tree Walk	Community Room	2	500
<b>Opera House</b>	Opera House Tours	Opera House	4	400
<b>N/A</b>	Miscellaneous Meetings	Café/Library/ Community Room	8	80
<b>Totals:</b>			<b>40</b>	<b>1,620</b>

\*Does not include all activities, just a representative selection.



**Police Department**

John L. Lieb, Chief of Police  
656 Lake Avenue  
Woodstock, Illinois 60098

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

To: Roscoe C. Stelford III, City Manager  
From: John L. Lieb, Chief of Police  
Re: June 2020 Monthly Report  
Date: July 24<sup>th</sup>, 2020

Woodstock Police either initiated or responded to 1,669 calls for service during the month of June; 75 more service calls than created in June 2019.

There were 74 reported crimes during the month; 21 fewer than reported in June 2019. There were 4 fewer criminal arrests comparing this June with last year. There were 92 more traffic arrests compared to June 2019. Lastly, there were 17 fewer vehicle crashes this June compared to 2019.

The following information has been reported by Detective Sergeant Josh Fourdyce in regard to highlights in the Investigations Division:

- On June 3<sup>rd</sup>, Detective Dolan was requested to assist the Patrol Division with an Attempted Robbery situation that occurred at a local fueling station. The female clerk refused to comply with the male suspect's demand for money and got into a physical altercation with the suspect. The suspect then fled from the store after stealing some cigarettes. A female suspect was involved as well. She attempted to distract the clerk during the incident. Through great investigative work, Detective Dolan was able to identify both suspects. Charges are pending on both of them.
- On June 9<sup>th</sup>, Detective Marshall responded to a Death Investigation. The decedent died of natural causes.
- On June 9<sup>th</sup>, Detective Marshall was assigned a Criminal Sexual Assault investigation. This investigation remains open.
- On June 14<sup>th</sup>, Detective Dolan was called out to assist the Patrol Division with an Attempted Homicide that occurred in the 200 block of N. Madison St. A suspect, well known to the Woodstock Police Department due to his extensive criminal history, attacked the victim in this case with a baseball bat, striking him in the head. The victim



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was able to defend himself as a witness called the police department. Patrol Officers were on-scene quickly and were able to separate the subjects. Witness statements, interviews and evidence collected at and near the scene led to Detective Dolan conferring with the McHenry County State's Attorney's Office on charges. Several felony charges were approved against the suspect, with the most serious being Attempted Homicide.

- On June 17<sup>th</sup>, Detective Dolan was assigned a Commercial Burglary investigation. The suspects in this matter were responsible for several thefts and burglaries in northern IL and southern WI. Detective Dolan worked collaboratively with area law enforcement agencies to identify the suspects. The suspects were eventually arrested in rural Woodstock. Detective Dolan successfully got Burglary charges approved against the suspects by the McHenry County State's Attorney's Office.
- On June 23<sup>rd</sup>, Detective Sharp was assigned a Residential Burglary investigation. The victim reported that unknown suspect(s) gained entry into his residence and had stolen several electronic items. This case remains open at this time.
- On June 26<sup>th</sup>, Detective Marshall was assigned a Death Investigation. The decedent died of natural causes.
- On June 28<sup>th</sup>, Detective Dolan was assigned a Death Investigation. The decedent died of natural causes.
- SRO Prentice and SRO Gustis remain assigned to the Patrol Division until the 2020-21 school year.

Other Woodstock Police Department activities and highlights for the month of June include:

- Attendance and participation in police training conducted by outside sources was essentially non-existent due to health safety precautions due to the COVID-19 threat. However, Officers and staff were able to complete training that was conducted both on-line and on-site, but within the Governor's COVID-19 safety guidelines. The training included: An Electronic Control Weapon (aka: TASER) Train-The-Trainer course for our Range Masters, National Incident-Based Records System (NIBRS) and Public Safety Information Management System (PSIMS) training for our Records Clerks, and several webinars by the command staff.
- On June 6<sup>th</sup>, the Woodstock Farmers' Market returned to the Woodstock Square. The Officers and the Community Service Officer were pleased to see some level of normalcy return to the Woodstock community.
- On June 4<sup>th</sup>, Chief Lieb listened in on the 20<sup>th</sup>, and final, statewide call hosted by the Illinois State Police Director. The calls were being conducted to share information by all law enforcement agencies to address the threat of COVID-19. The final few calls then added the issue of civil unrest that was occurring in parts of the state.

- On June 8<sup>th</sup>, Deputy Chief Parsons and Deputy Chief Lanz resumed hosting the quarterly Labor/Management meeting with FOP representatives; these meetings occur quarterly, but are placed on hold while the City is in contract negotiations with the FOP. During this meeting, the DCs were able to discuss several topics that keep operations running efficiently and effectively.
- On June 8<sup>th</sup>, the “Coffee With The Chief” program did not occur. For the third consecutive month, the program had to be cancelled due to the threat of COVID-19. The CWTC program and the scheduled guest speakers will be slated for a future date as soon as it is prudent to do so.
- On June 10<sup>th</sup>, Chief Lieb remotely attended the quarterly Community Services Block Grant Advisory Board meeting.
- On June 10<sup>th</sup>, City Manager Roscoe Stelford met with Officers of each of the three Patrol Shifts for his annual informational discussions. These discussions usually occur around National Police Week in May, but COVID-19 caused a postponement. The meetings are well-received and highly appreciated by the WPD members. Additionally, throughout the day, every member of the police department enjoyed a free meal provided by the City Manager.
- On June 14<sup>th</sup>, members of the Patrol Division monitored the progression of the Woodstock Pride Promenade through the city to ensure the event went smoothly for the participants and organizers.
- On June 23<sup>rd</sup>, Chief Lieb met with local real estate agent, Kim Keefe, as a part of her video series to the community on a variety of topics while we all navigate the COVID-19 pandemic. The meeting was broadcast via Facebook Live.
- On June 26<sup>th</sup>, the decision was made that Officer Sam Gustafson will be selected to be trained as a certified Police Cyclist. The 32-hour training will qualify him to ride one of the department’s police bicycles, and deploy this equipment for specialized patrol in hard-to-get-to areas of the city.
- On June 27<sup>th</sup>, members of the Woodstock Police Department successfully managed two simultaneous events: The “Back The Blue” motorcycle ride, and the counter-effort demonstration that arose from the organized ride. Despite a fluid situation, Deputy Chief Parsons, Deputy Chief Lanz, and all of the on-duty Officers kept the groups’ interactions minimal and peaceful.
- On June 29<sup>th</sup>, the Major Crash Assistance Team (MCAT) board of directors met on-line to discuss various aspects of the growing, and evolving, multi-jurisdictional organization. Woodstock PD’s Sgt. Rob Pritchard serves as the team’s Commander.

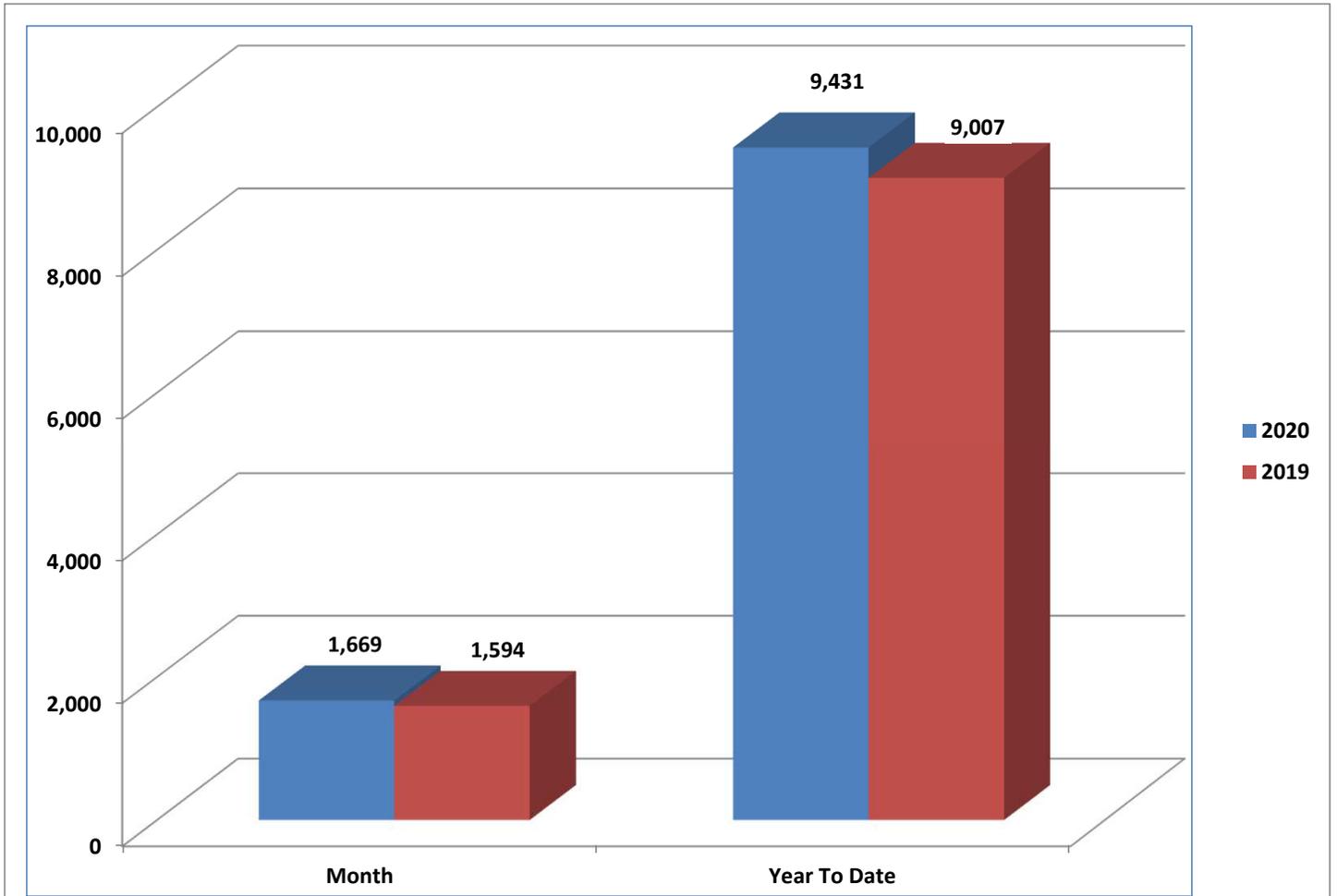
- On June 1<sup>st</sup> through June 30<sup>th</sup>, every member of the Woodstock Police Department endeavored to exemplify the department's mission statement: "Providing the highest quality of police services by working with our community and sharing our mutual responsibilities for safety, service, and problem resolution." Thank you for your continued support as we continue to serve the Woodstock Community.

With sincerest respect,

A handwritten signature in black ink, appearing to read 'J. Lieb', written in a cursive style.

John L. Lieb  
Chief of Police

# WOODSTOCK POLICE DEPARTMENT JUNE 2020 MONTHLY REPORT



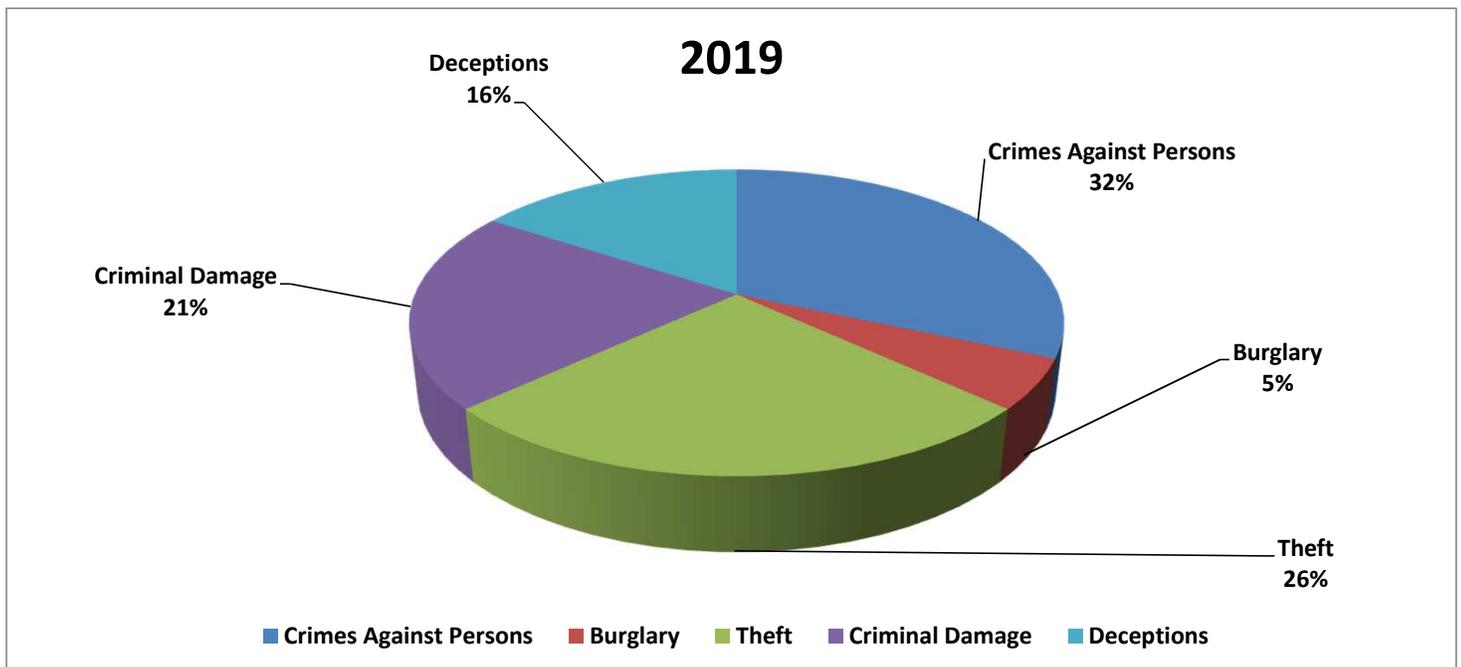
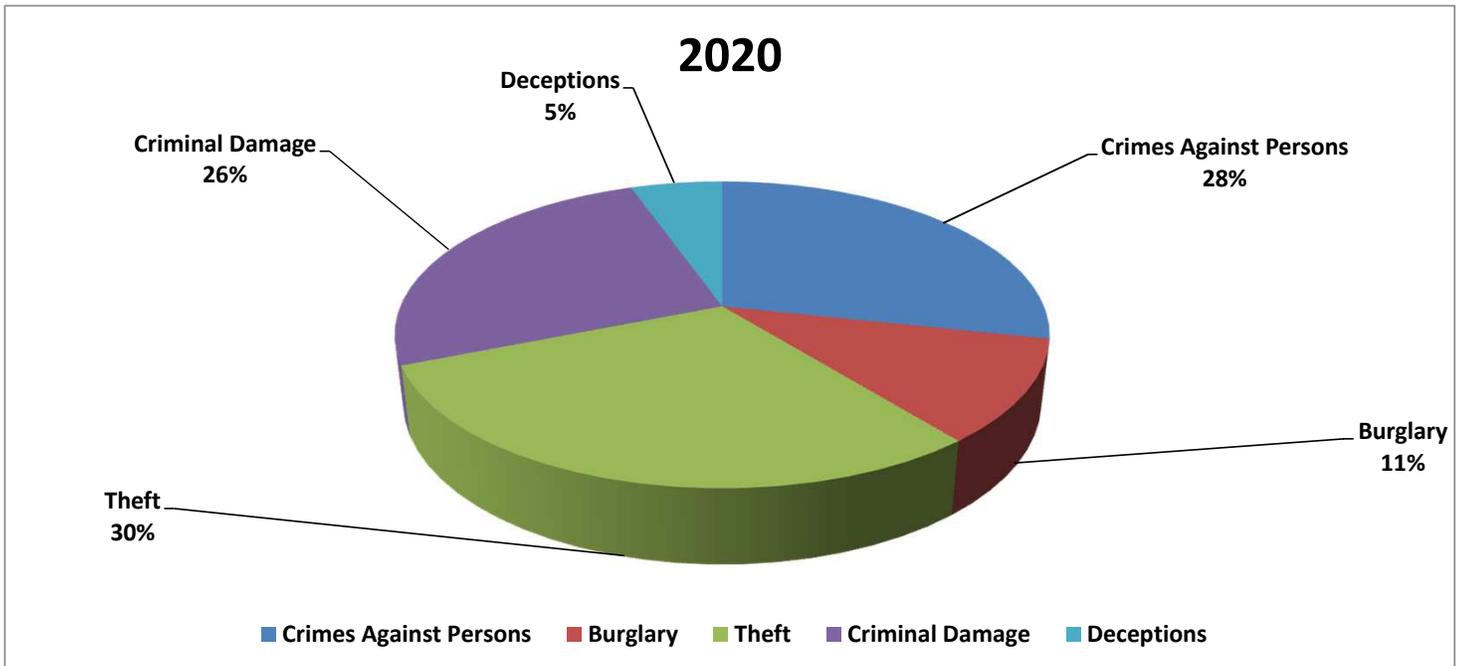
## CALLS FOR POLICE SERVICE

# WOODSTOCK POLICE DEPARTMENT

## JUNE 2020 MONTHLY REPORT

REPORTED CRIME CATEGORIES	Month 2020	Month 2019	Year to Date 2020	Year to Date 2019
<b>CRIMES AGAINST PERSONS</b>				
Homicide	0	1	0	1
Criminal Sexual Abuse	3	1	11	12
Robbery	1	0	3	2
Battery	17	26	104	113
Assault	0	2	5	4
Reckless Homicide	0	0	0	0
<b>CRIMES AGAINST PROPERTY</b>				
Burglary	5	1	5	3
Burglary to Residence	1	0	1	6
Burglary to Vehicle	2	4	6	10
<b>THEFTS</b>				
Felony	9	3	26	28
Misdemeanor	6	17	41	56
Retail Theft	7	5	35	67
Motor Vehicle Theft	0	0	6	6
<b>CRIMINAL DAMAGE TO PROPERTY</b>				
Felony	5	0	9	4
Misdemeanor	14	20	70	60
Arson	0	0	0	0
<b>DECEPTIONS</b>				
Deceptive Practice	1	3	3	6
Forgery	1	7	20	18
Theft of Labor / Service	0	1	2	4
All Other Deceptions	2	4	26	40
<b>TOTAL CRIMES REPORTED</b>	<b>74</b>	<b>95</b>	<b>373</b>	<b>440</b>

# WOODSTOCK POLICE DEPARTMENT JUNE 2020 MONTHLY REPORT



## REPORTED CRIMES COMPARISONS

# WOODSTOCK POLICE DEPARTMENT

## JUNE 2020 MONTHLY REPORT

ARREST SUMMARY / TRAFFIC DATA	Month 2020	Month 2019	Year to Date 2020	Year to Date 2019
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### CRIMINAL ARRESTS

Crimes Against Persons	6	11	56	40
Crimes Against Property	6	7	40	53
Crimes Against Society	9	6	60	31
Arrests for Outside Agencies	6	8	32	44
Juvenile Arrests	5	4	33	77
<b>Total Criminal Arrests</b>	<b>32</b>	<b>36</b>	<b>221</b>	<b>245</b>

### TRAFFIC ARRESTS

From Accidents	15	26	101	175
Driving Under the Influence	4	1	17	11
Driving While Suspended	19	8	57	60
Insurance Violations	31	7	89	68
Other Traffic Arrests	177	112	544	750
<b>Total Traffic Arrests</b>	<b>246</b>	<b>154</b>	<b>808</b>	<b>1,064</b>

### TRAFFIC CRASHES

Fatal Crashes	1	0	1	1
Personal Injury	9	4	34	32
Property Damage	16	37	144	241
Private Property	12	14	75	110
<b>Total Crashes</b>	<b>38</b>	<b>55</b>	<b>254</b>	<b>384</b>

# WOODSTOCK POLICE DEPARTMENT

## JUNE 2020 MONTHLY REPORT

MISCELLANEOUS SERVICES	Month 2020	Month 2019	Year to Date 2020	Year to Date 2019
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### GENERAL INFORMATION

Calls for Service	1,669	1,594	9,431	9,007
Miles Patrolled	24,724	18,725	132,558	116,905
Total Written Reports	253	305	1,505	1,759
Tavern Checks	90	362	1,388	1,944
Outside Agency Assists	8	9	47	61
Fire/Rescue Calls	390	406	2,200	2,307

### PARKING VIOLATIONS

Total Parking Violations	330	163	1,040	1,261
<b>Total Fines Collected</b>	<b>\$2,100</b>	<b>\$3,848</b>	<b>\$25,074</b>	<b>\$31,225</b>

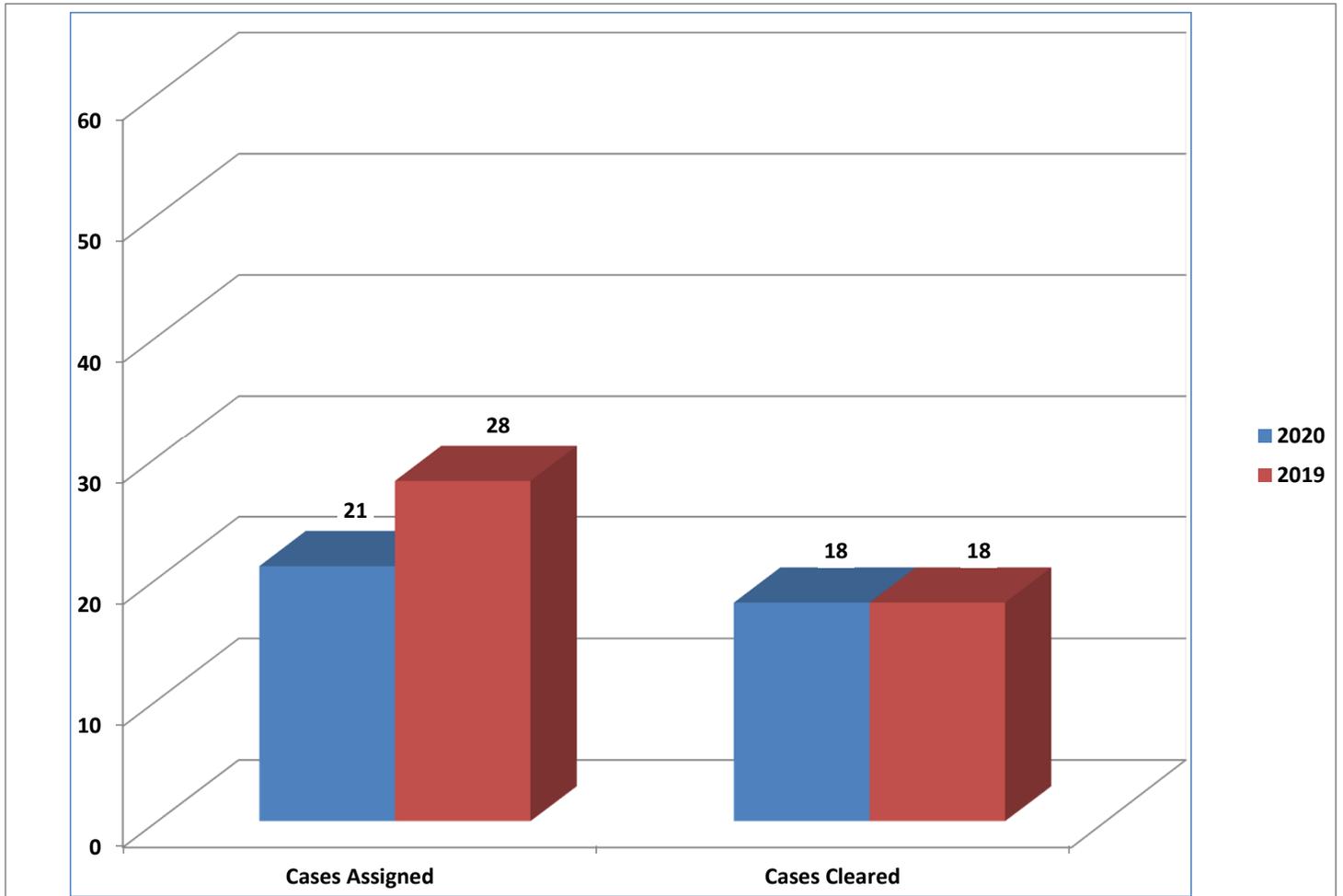
### PROPERTY SUMMARY

Stolen Property Value	\$27,891	\$7,032	\$186,185	\$124,422
Recovered Property Value	\$8,046	\$158	\$102,672	\$40,534
Vandalized Property Value	\$3,096	\$1,967	\$16,429	\$20,067

### ADDITIONAL FEES/FINES SUMMARY

Vehicle Impound Fees	\$3,000	\$1,500	\$12,000	\$9,000
Bail Processing Fees	\$320	\$160	\$1,000	\$1,100
Fingerprinting Fees	\$0	\$160	\$180	\$560
Report Copying Fees	\$70	\$101	\$607	\$879

# WOODSTOCK POLICE DEPARTMENT JUNE 2020 MONTHLY REPORT



## INVESTIGATIONS DIVISION MONTHLY CASE COMPARISONS

# WOODSTOCK POLICE DEPARTMENT

## JUNE 2020 MONTHLY REPORT

INVESTIGATIONS DIVISION	Month 2020	Month 2019	Year to Date 2020	Year to Date 2019
<b>CASES ASSIGNED</b>				
Felony Cases	16	21	78	78
Misdemeanor Cases	0	3	37	73
Non Criminal Cases	5	4	35	29
<b>Total Cases Assigned</b>	<b>21</b>	<b>28</b>	<b>150</b>	<b>180</b>
<b>CASES CLEARED</b>				
Felony Cases	10	12	90	67
Misdemeanor Cases	2	2	37	67
Non Criminal Cases	6	4	37	30
<b>Total Cases Cleared</b>	<b>18</b>	<b>18</b>	<b>164</b>	<b>164</b>

### NARRATIVE SUMMARY:

Cases assigned and investigated by the Investigations Division this month included: one(1) Residential Burglary, one(1) Identity Theft, one(1) Forgery, one(1) Retail Theft Over \$300, one(1) Child Abuse, one(1) Sex Offender Registration, one(1) Attempted Homicide, two(2) Burglary to Motor Vehicle, two(2) Commercial Burglary, three(3) Theft Over \$500, three(3) Sex Crimes and four(4) Death Investigations.

SRO's Prentice and Gustis have remained in the Patrol Division until school resumes.

Chief of Police,

6-23-20

I want to commend the police officers, Firemen, and ambulance personnel that came to the accident at [REDACTED] + [REDACTED] on June [REDACTED] 2020. They were very professional but at the same time caring. They treated my husband and me with respect and professionalism. The only officer I know by name is H. Meza (he gave me the Driver Information Exchange) and he was so kind. Please thank all these departments for me and my husband.

Thank you

Sincerely

Nancy & Dennis

[REDACTED]

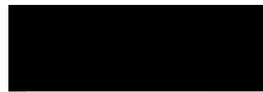
Dear Woodstock Police,

Thank you so much for your service to our Community every single day. With the unfortunate violent outbursts in some of our large neighboring city's this week - The police are the first to respond. We thought lunch was the least we can do for you all. We

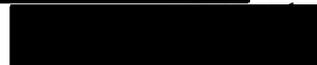
cannot thank you enough for putting yourself out there to serve + protect our community. Thank you from the bottom of our hearts.



The  
of



home

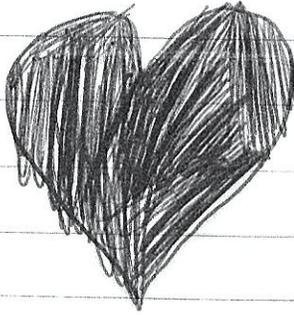


Dear Woodstock Police Department,

I feel moved to write this letter in gratitude for all you do, those actions seen and unseen. Thank you for protecting our city, for showing up courageously to work especially in these uncertain times. For leaving your loved ones home everyday to protect this city, not knowing if you will see them again or if you will be the next victim of civilian brutality. Thank you for all you do and May the good Lord bless and keep you as you protect our city.

Sincerely,  
Citizen of Woodstock

Dear police Department, Thank  
you for all you are doing during  
all this! good luck!

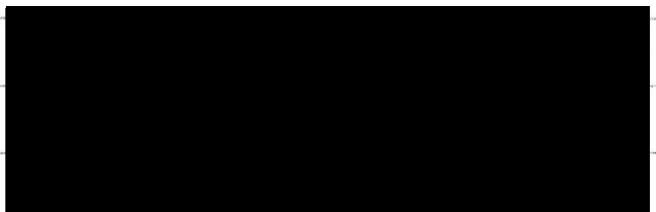


We are in this  
together!

Dear Police Officer,

I would like to  
give you my love + to  
everyone at the station a big  
thank-you. I know you are  
working day and night to  
keep everyone safe. I just  
wanted to put a smile on  
your guys' faces! Have a  
nice day!

Thank you,



THANK YOU

FROM:



FOR...

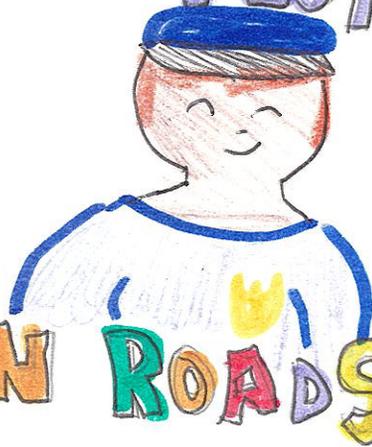


MAKING STEAL.

SURE THAT PEOPLE WONT

KEEPING US SAFE

KEEPING US SAFE ON ROADS.



Thank you Police Officers!!

July 2020

**RECRUITMENTS**

Position/Department	Date Posted	# Applicants	Status	
Note: Effective 2/25/2015, a non-essential hiring freeze was reinstated for all non-Summer Seasonal positions, for an indefinite period of time. All current and future staffing requests will require critical evaluation to determine service level losses before authorization to refill from the City Manager will occur.				

FT Public Works Director - Public Works	Posted 6/18/2020 (3rd time)	Incomplete: 3 Eligible: 13	3rd posting closed 7/10/2020, with acceptance of applications until filled	Following the application deadline, applications were reviewed. 4 candidates were selected to submit written assessments with a deadline of 7/24/2020. All 4 candidates submitted written assessments by the deadline and are currently in review. Once completed an interview date will be determined and selected candidates will be invited to interview.
FT Patrol Officer/Patrol Officer Eligibility List (2020)	2nd Launch: 5/1/2020. 1st Launch: 1/15/2020	Applicants apply to C.O.P.S. - Total Purchased (1st and 2nd Launch Combined): 85	2nd Launch: Posting closed 7/1/2020. 1st Launch: Posting closed 3/11/2020	The 2020 Patrol Eligibility Testing was held on 7/18/2020. 85 candidates were eligible for testing. 55 candidates were present on the testing day. 19 candidates had a POWER Card and were able to proceed to the written test. 36 candidates took the POWER Test. 26 passed and proceeded to the written exam. Of the 45 who took the written exam, 13 failed (69.9 or below). The BOFPC will determine the group size that is eligible to move on to the oral interviews. The remaining candidates that passed the 7/18 written exam will then be sent letters that they are considered on the secondary list should the initial list be exhausted.

**NEW HIRES/CHANGES**

Position/Department	Name	Start Date / Effective Date	Date Position Accepted	Notes
Library Assistant II - Library	Valeria Cereda	7/13/2020	7/6/2020	Rehire.
Recreation Center Staff - Return from Furlough	Grace Maidment	7/8/2020		In July 2020, 1 furloughed PT Rec Staff was invited back to work.
Opera House Staff - Return from Furlough	Christina Fogal	7/20/2020		In July 2020, 1 furloughed PT Opera House staff member was invited back to work.
Playground Program (PGPG) Seasonal Hires (4)	Olivia Vepley, Anna Zaino, Lydia Dunker, Jacob Pottoff	7/1/2020 - 7/17/2020	various dates in July	This is a reduced number of Seasonal hires for PGPG during this summer.

**TERMINATIONS**

Position/Department	Name	Last Date	Separation Reason
PT Library Assistant II - Library	Mary Sugden	7/31/2020	Retirement after 25 years of service.
Playground Program (PGPG) Seasonal Hires	Olivia Vepley, Anna Zaino, Jacob Pottoff	7/31/2020	End of seasonal work period.

**Human Resources Department**

Monthly Report, page 2

**July 2020**

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**RISK MANAGEMENT**

**Case > \$3,500**

**Date**

**Status**

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**Legal Liability--**

No open cases.

**Property Liability--**

Mercury Spill at Public Works	2/27/2020	A chemical spill (Mercury from the blood pressure devices removed from the Kishwaukee Building) occurred at Public Works on January 24, 2020 and was reported to HR on this date. While coverage of this type of loss is uncertain, it was submitted to CCMSI and a claim was filed.
Police Squad Car hit by resident	6/19/2020	A resident hit a City of Woodstock Police Squad car head on while driving in the center lane on route 47. The resident then left the scene, but was apprehended by WPD.

**Personal Liability--**

Fall at the Rec Center	11/13/2019	On July 6th, a summons was received from an attorney for a Recreation Center member who tripped and fell on November 13, 2019, seeking damages for her injuries. The claim was submitted to CCMSI along with several waivers signed by this particular member. The City will be defended by Ansel Glink were this to go to trial.
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**Workers' Comp/Lost Time Cases--**

Police Officer-alleged PTSD	1/27/2020	This officer reported on 1/27/2020 that he has been diagnosed with PTSD and his provider told him he needs three months off of work. A workers compensation claim was filed and is being investigated. A pension application has been offered, but not processed yet, and the officer is on FMLA, using his benefit time until exhausted as the workers compensation claim has not yet been accepted as compensable. Investigation into this claim continues and an Independent Medical Evaluation (IME)/Fitness for Duty Evaluation was conducted via Zoom meetings by Dr. Goldstein with the Officer on June 17th and June 29th. The verbal report that the City received, while we await Dr. Goldstein's formal report, was that the Officer is fit for duty and may return to work, and the Officer reported for work on July 3rd. As for compensability of the injury by workers compensation, her report will be submitted to the insurer.
PW Crew Leader - Arm Injury	1/29/2020	This employee injured his arm making a plow adjustment on a truck. He finally had an MRI in early March, which determined he needed surgery on his arm. The surgery was scheduled for 4/1/2020. This employee has been attending follow up visits and physical therapy, and returned to light duty work on 5/11/2020.
Police Sergeant - Cervical Issues	9/26/2019	This employee injured his shoulder in a Police incident. After months of treatment with personal physicians, surgery was recommended for a cervical fusion. An IME was completed in April and the injury and surgery was found to be compensable. All claims submitted under UMR for cervical treatment will be reversed and submitted to CCMSI under this workers compensation claim. Surgery is recommended as appropriate treatment for this issue. The employee got a second opinion on the surgery as to whether a fusion or a cervical disc replacement procedure should be performed and eventually had a disc replacement performed rather than a fusion. His surgery occurred on June 17th with his first post surgical follow up appointment scheduled for July 10th. The employee returned to work on July 6th as he was released early per his request.

Human Resources Department

Monthly Report, page 3

July 2020

SPECIAL PROJECTS

Activity	Date	Description
Public Works/Local 150 Grievances (2018-2019)	May 2018 to present	A 4th grievance was filed in October 2018 when an employee was not allowed to take vacation time due to too many other employees within his division already being off that day. The first three (3) grievances were resolved as part of the negotiation process and the 4th grievance will be advanced to arbitration following the approval and adoption of the new Local 150 CBA. During July, the arbitrator assigned to this case started to ask about the arbitration hearing and whether the City wished to conduct this via phone. The City will agree to the telephone hearing based on the current circumstances.
Public Works - Local 150 Grievance	2/21/2020 to present	Local 150 filed a grievance requesting step up pay for an employee who completed facilities work (but NOT Foreman work) in the absence of the Facilities Foreman for the birth of his child. This grievance was denied. Meetings were established and then canceled by Local 150 due to illness and then the pandemic closures/shelter in place orders fell upon us. Director Van Landuyt contacted Local 150 May 12th to request a meeting, which was held via Zoom on May 28th. Director Van Landuyt provided his Step 1 response to Local 150 on June 17th. HR Director Schober received this grievance, advanced to step 2 on July 1st and a meeting was held on July 16th. The step 2 response, due from HR Director Schober, is due no later than August 6th. It is anticipated that Local 150 will merely advance this grievance to step 3 (City Manager Stefford) as they have in the past.
2020 Patrol Eligibility List - Police	May 2020 to present	HR Coordinator May continued to coordinate with Chief Lieb and C.O.P.S in regards to the July 18th testing date. 130 applications were sold on or before the July 1st deadline. 85 candidates were eligible to proceed to the testing day on July 18th. The testing day was held at Creekside School. 55 candidates were present on the testing day, 19 candidates had a POWER Card and were able to proceed to the written test. 36 candidates took the POWER Test. 26 passed and proceeded to the written exam. Of the 45 whom took the written exam, 13 failed (69.9 or below). The BOFPC will determine the group size that is eligible to move on to the oral interviews. The remaining candidates that passed the 7/18 written exam will then be sent letters that they are considered on the secondary list should the initial list be exhausted.
Stateline SHRM Webinar: Keeping Your Workforce Safe From Sexual Harassment and Keeping Your Company Compliant	7/9/2020	HR Director Schober attended this webinar, which was in place of a monthly in person Stateline SHRM meeting.
Webinar: The Next COVID Crisis: Claims, Lawsuits and Lessons We Can Learn Now	7/15/2020	HR Director Schober attended this webinar.
Webinar: Maintaining Health Plan Financial Viability in the Era of COVID-19	7/29/2020	HR Director Schober attended this webinar.
Webinar: SLLC Supreme Court Review	7/29/2020	HR Director Schober attended this webinar which covered Supreme Court decisions that have been made recently and essentially have been not communicated as much due to the pandemic.
On/Off-Boarding - 2020 Summer Seasonal Hires - PGPG	July 2020	HR Coordinator May successfully on-boarded and then offboarded 4 of the seasonal hires that were hired for the 2020 Summer Season Playground Program.
2020 Employee Flu Shot Clinic	July 2020	HR Coordinator May began preparing for the 2020 Employee Flu Shot Clinic, which will be held on 9/16/2020. The event will be an on-site event held at City Hall with Walgreens providing the clinic. Masks will continue to be required to enter City Hall and social distancing will occur. The event will be free for any employees, spouses and dependents 10 and over on the City's medical plan. There will be a \$33 fee for anyone not on the plan. Registration for the event will be open mid-August.
2020 Employee Service Awards	July 2020	Although the Employee Service Awards are held annually in the Fall, HR Coordinator May began the planning process for the event in order to allow for pin/gift card selection and floating holiday hours to be provided to the Finance Department for employee accruals. Due to COVID-19, the date of the Employee Service Awards, which is typically held in or around October annually, is TBD.

**WOODSTOCK PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**Thursday, July 9, 2020**  
**Minutes [DRAFT]**

**CALL TO ORDER:**

President Mary Ann Lenzen called to order the July 9, 2020, Regular Meeting of the Woodstock Public Library Board of Trustees at 7:30 p.m. The meeting was held via Zoom video conferencing as part of the ongoing COVID-19 restrictions.

**PRESENT:**

Marybeth Urbin, Teresa Flores, Christy Johanson, Robert Laurie, Mary Ann Lenzen, Dan Lemanski, and Gayle Hoch.

**OTHERS PRESENT:**

Nick Weber, Library Director  
Paul Christensen, Asst. City Manager

**ABSENT:** Al Fyfe

**MINUTES OF PREVIOUS MEETINGS:**

Mary Ann Lenzen moved to approve the minutes of the June 11, 2020, regular meeting as presented. Dan Lemanski seconded, and the motion passed unanimously.

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

None.

**COMMUNICATIONS:**

None.

**LIBRARY EXPENDITURES:**

Marybeth Urbin moved to approve the combined May 2020 Warrant, as presented. Mary Ann Lenzen seconded, and the motion passed unanimously.

**LIBRARIAN'S REPORT:**

Nick Weber presented the most recent Librarian's Report, a copy of which is attached. The library's re-opening, with new rules and policies, came off successfully, with no significant problems to report. So far, patron visits are significantly down from pre-COVID levels, but as more patrons learn that we are open, the number of visitors should continue to increase. Patrons have been good about abiding by the new rules and restrictions.

**UNFINISHED BUSINESS:**

- **Discussion on Building Projects:**
  - **Roof** On behalf of the library, public works is close to sending out a call for bids for the roof. The rotunda roof will be bid as an alternate.
  - **COVID-19 Prep** All proscribed precautions are in place to maximize safe use of the library for staff and patrons.
- **Staffing** All current employees are back on active status. A former employee has been re-hired on a part-time basis and boosts the library's ability to serve Spanish speakers.

NEW BUSINESS:

- **Witches and Wizards of Woodstock** This year's event, on October 25<sup>th</sup>, while free to all, will be a ticketed and smaller event.

ADJOURNMENT:

Mary Ann Lenzen moved that the meeting be adjourned at 8:16 p.m.

Christy Johanson seconded, and the motion passed.



## Finance Department

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

# Memo

**To:** Roscoe Stelford, City Manager  
**From:** Paul N. Christensen, Assistant City Manager/Finance Director  
**Date:** August 12, 2020  
**Re:** Budget Amendments

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While reviewing the City Code related to budget amendments, it was discovered that language requiring a 2/3 vote to amend the budget remained in place. The current City Code is as follows:

### ***1.7B.6: REVISION OF ANNUAL BUDGET:***

*The City Council may delegate authority to heads of City departments, boards or commissions to delete, add to, change or create subclasses within object classes budgeted previously to the department, board or commission subject to such limitations or requirements for prior approval by the Budget Officer or City Manager as the Council, upon a two-thirds ( $\frac{2}{3}$ ) vote of the members then holding office, may establish. By a vote of two-thirds ( $\frac{2}{3}$ ) of the members of the City Council then holding office, the annual budget for the City may be revised by deleting, adding to, changing or creating subclasses within object classes and object classes themselves. No revision of the budget shall be made increasing the budget in the event funds are not available to effectuate the purpose of the revisions.*

When the City obtained Home Rule status, Ordinance 17-O-02 was passed establishing the following:

*SECTION 1: Title 1, Chapter 5, Section 1.5.4(B), Procedures and Rules at Meetings, of the Woodstock City Code shall be amended to read as follows:*

*B. Quorum and Voting Requirements: The majority of the elected members of the City Council shall constitute a quorum thereof. All binding actions of the City Council shall require an affirmative vote of the majority of the Mayor plus City Council members then holding office unless different voting requirements are required for home rule units under state law.*

Therefore, Staff is recommending that the current City Code be revised so that budget amendments only require a majority vote. In addition, other changes are also proposed that would bring the City Code more in line with the policy contained within the City's annual budget that allows the City Manager to make changes at the line-item level as long as total expenditures

do not exceed the total fund amount, with the exception of the General Fund. In the General Fund, line item changes can only be made within a department as long as total expenditures do not exceed the department's budgeted amount.

**Therefore, it is recommended that the attached Ordinance, identified as Document Number 1, consisting of "An Ordinance Amending Chapter 1.7B.6, "Revision of the Annual Budget" of the City Code for the City of Woodstock, Illinois" be approved.**



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager

**ORDINANCE NO. 20-O-\_\_\_\_\_**

***An Ordinance Amending Chapter 1.7B.6, “Revision of the Annual Budget”  
of the City Code 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**, it is in the interest of the City’s efficient and responsible administration that the City’s ordinances relating to budget amendments should be clarified.

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

**SECTION 1:** Title 1, Chapter 7, Article B, Section 6 of the Woodstock City Code (Revision of the Annual Budget) shall be deleted in its entirety and replaced with the following text:

**1.7B.6: REVISION OF ANNUAL BUDGET:**

The following guidelines shall apply to changes or corrections to the City’s approved Budget:

1. The City Manager has authority to approve changes to line-items within all funds, except the General Fund, provided the total revised expenditures do not exceed the total fund’s budget amount for that fund.
2. For the General Fund, the City Manager may approve line-item changes on a department level basis only, provided the total revised expenditures do not exceed the total budget amount for that department.
3. All other budget changes must be approved by a majority vote of the City Council. No budget increases shall be authorized unless funds are available for such a revision.

**SECTION 2:** That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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

**SECTION 4:** 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: August \_\_\_\_\_, 2020

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 Chapter 1.7B.6, "Revision of the Annual Budget" of the City Code for the City of Woodstock, Illinois*, 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)



**Office of the City Manager**  
Roscoe C. Stelford III, City Manager  
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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Roscoe C. Stelford III, City Manager  
Paul Christensen, Assistant City Manager/Finance Director  
Garrett Anderson, Economic Development Director

**DATE:** August 13, 2020

**RE:** *An Ordinance Approving the 2nd Continuation of the Emergency Suspension of the Retail Single Use Bag Program (COVID-19 Emergency)*

In keeping with the Governor's Restore Illinois Phase 4 guidelines, which indicates that customers should not bring reusable shopping bags into stores, an Ordinance extending the suspension of the City's Retail Single-Use Bag Program has been attached for Council's consideration. The proposed suspension would remain in effect until such time as the use of the reusable shopping bags is allowed under the Governor's Restore Illinois Health Plan and confirmed by the City Council via a future Council action.

***Recommendation:***

**If supportive of continuing the temporary emergency suspension of the Single-Use Bag Fee, then Council should approve the attached Ordinance, identified as Document #:   2  , "An Ordinance Approving the 2<sup>nd</sup> Continuation of the Emergency Suspension of the Retail Single-Use Bag Program (COVID-19 Emergency)."**

**ORDINANCE NO. 20-O-\_\_\_\_\_**

***An Ordinance Approving the 2<sup>nd</sup> Continuation of the Emergency Suspension of the Retail Single Use Bag 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**, on March 25, 2020, the Woodstock City Council temporarily suspended the Single-Use Bag Program until June 1, 2020; and

**WHEREAS**, on May 20, 2020, the Woodstock City Council extended the suspension of the Single-Use Bag Program until September 1, 2020; and

**WHEREAS**, on May 6, 2020, Illinois Governor Pritzker announced the Restore Illinois Health Plan, which establishes five stages or phases, with associated attendant measures taken to protect the public health and move the state progressively forward toward re-opening; and

**WHEREAS**, the State of Illinois is currently in phase four of this plan, which states that customers should not bring reusable shopping bags into stores; and

**WHEREAS**, it is important to acknowledge the need for flexibility to ensure that steps can be taken to avoid the transmission of the virus including by providing ready access to clean and unused packaging for retail purchases, and 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 continue the suspension of the City's Retail Single-Use Bag Program on a temporary basis.

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

**SECTION 1:** The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

**SECTION 2:** The provisions of Title 3, Chapter 22 of the City of Woodstock Municipal Code, the Retail Single-Use Bag Program, shall be suspended until such time as the use of the reusable shopping bags is allowed under the Governor's Restore Illinois Plan and confirmed by the City Council at a future council meeting.

**SECTION 3:** Title 3, Chapter 22.10 shall be amended to read as follows:

**3.22.10: EFFECTIVE DATES:**

This chapter shall be in effect on January 1, 2020 through March 24, 2020, and shall resume effectiveness on a future date determined by the City Council in accordance with the Governor's Restore Illinois Plan. The City's Environmental, and Cultural & Social Awareness Commissions shall review the program and shall provide a report to the City Council, no later than January 18, 2022, to allow the City Council to determine whether to alter, replace or repeal the program.

**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 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: \_\_\_\_\_

## 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 18<sup>th</sup> day of August, 2020, the foregoing Ordinance entitled ***An Ordinance Approving the 2<sup>nd</sup> Continuation of the Emergency Suspension of the Retail Single Use Bag 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 August, 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 August, 2020.

---

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

(SEAL)



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## MEMORANDUM

**FOR:** August 18, 2020 City Council Meeting

**TO:** Roscoe Stelford, City Manager

**FROM:** Joseph Napolitano, Director of Building & Zoning

**SUBJECT: Ordinance Amending Various Chapters of the Unified Development Ordinance Relating to Cannabis Businesses and Required Parking**

**ATTACHMENTS:** 1) Memo to Plan Commission for 7/23/20 Meeting  
2) Comparison of Cannabis Regulations  
3) Minutes from the 07/23/20 Plan Commission Meeting  
4) Ordinance Amending Various Sections of the Woodstock Unified Development Ordinance (UDO)

When UDO regulations for Cannabis Businesses were first adopted last year, the City relied on existing UDO language for medical cannabis businesses and on model codes that were rapidly drafted to help communities address the expected influx of cannabis businesses. At the time, it was pointed out that the language was the best available, but because this industry was evolving, it was likely that it could change. As more detailed information on these businesses has become available and projects are now moving forward, Staff believes that modifications to the existing language should be considered.

Currently, all Cannabis Businesses (dispensaries, craft growers, cultivation centers, processors, infusers and transporters) require a special use permit, with review by the Plan Commission and ultimate approval or denial by the City Council. The special use process allows each proposal to be reviewed on its own individual merits and allows the City to attach certain conditions on the development. No changes to this process are recommended.

Additional requirements for Cannabis Businesses are found in the Supplemental Use Standards of the UDO (Section 7B.2.10), including:

- Number of Cannabis Business Establishments. Currently, no more than two (2) of any type are allowed (dispensary, cultivation center, craft grower, infuser, processor, transporter).

- 1) **Dispensaries.** While City Staff has had conversations with several dispensary operators, none have filed a petition with the City for a specific location. Staff has looked at other communities' requirements (see attached). Of the towns surveyed, Aurora (4), McHenry (2) and Schaumburg (5) limit the number of dispensaries. Currently, there has not been demand for multiple dispensaries in Woodstock so the current limitation does not appear to be a hinderance. In the future, this could change and the language could be reconsidered at that time.
  - 2) **Craft Growers, Cultivation Centers, Infusers, Processors and Transporters.** The City Council has approved three (3) special use permit requests for craft growers. Initially, only 40 craft growing licenses will be issued by the State, so it is unlikely that more than one of the approved craft growers will move forward. However, Staff does not believe that a limitation on these types of cannabis businesses is necessary. These are basically manufacturing and transporting type operations for a legal product and are considered compatible with other allowed manufacturing uses in the M1 and M2 Districts. Of the towns surveyed, only Schaumburg places a limit on the number of craft growers (5).
- Distance from Other Uses.
    - 1) **Dispensaries.** Currently, dispensaries must be at least 1,000 feet of the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, or part day child care facility or public or private park. The State Cannabis Act does not place distance limitations on dispensaries, except that a dispensary shall not be within 1,500 feet of an existing dispensary. Other communities have differing requirements when it comes to distances from these types of uses (250' to 1,000'). Some have distance limitations from schools only, while others include day care uses, libraries, religious institutions, parks and/or residentially-zoned property. After considering other communities' requirements and potential impacts, it is recommended that the distance limitation for dispensaries be reduced to 500' from all public or private schools and day care centers/homes.
    - 2) **Craft Growers, Cultivation Centers, Processors, Infusers and Transporters.** The City currently requires these uses to be located 2,500 feet from the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, part day child care facility, or public or private park or an area zoned for residential use. The state requirements only include a distance requirement (2,500') for cultivation centers. Other towns have differing requirements for distance (500' to 2,500') and the types of uses (schools only; schools and day care centers; schools, day care centers, libraries and religious institutions; residentially-zoned properties).

Woodstock has significant areas of M1 and M2 zoned properties that are near residentially-zoned properties. Even a limitation of 500' would restrict the possible locations for these types of cannabis businesses. Staff does not believe the impacts of these types of uses are significantly different than other manufacturing type uses. Since a Special Use Permit is required, the Commission is able to review each site on an

individual basis and include additional conditions to address potential impacts. Therefore, it is recommended that no distance limitation be placed on craft growers, processors, infusers and transporters. For cultivation centers, which are larger and could have more impacts, no changes to the existing 2,500' limitation are proposed.

- **Parking Requirements.** Currently, there are no specific parking requirements for cannabis businesses. Instead, dispensaries are considered to fall under the general parking category for “retail uses” (3 spaces per 1,000 sf.) and craft growers, cultivation centers, processors, infusers and transporters would fall under “manufacturing uses” (1 space per 2,000 sf., plus additional spaces for areas devoted to office and warehousing).

For dispensaries, there is the potential that these uses may initially have strong parking demand because there are few operating dispensaries available to the public. As more dispensaries are constructed and customer options increase, the parking demand may be reduced. Therefore, Staff would recommend that 4 spaces per 1,000 sf. be required for dispensaries.

For craft growers, cultivation centers, processors and infusers, much of the space is devoted to growing operations and there are fewer employees than a typical manufacturing operation. Therefore, a parking requirement of 1 space per 1,000 sf. is recommended. No specific parking requirements are suggested for transporters; however, the special use review process affords the City the ability to review and determine appropriate parking needs, based on the information presented and appropriate parking for a transporter can be determined during the special use permit review process.

The Plan Commission recommended approval of the proposed text amendments (8-0 vote).

**If the City Council concurs with the requested Text Amendments, then a motion to approve the attached Ordinance, identified as Document #: 3, “*An Ordinance Amending Various Sections of the City of Woodstock, Illinois Unified Development Ordinance Relating to Cannabis Businesses and Required Parking,*” be approved.**



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager



# City of WOODSTOCK

Department of Building & Zoning  
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## MEMORANDUM

**TO: Chairman and Members of the Plan Commission**  
**FOR: July 23, 2020 Plan Commission Meeting**  
**FROM: Joseph Napolitano, Director of Building & Zoning**  
**RE: UDO TEXT AMENDMENTS**

Staff is requesting that the Plan Commission discuss the following proposed text amendments to the Unified Development Ordinance (UDO):

### **Cannabis Business Establishments**

All Cannabis Business Establishments require a Special Use Permit and this requirement should not change. Instead, the discussion should focus on the Supplemental Use Standards (Section 7B.2.10) and parking requirements (Section 9.8).

- Number of Cannabis Business Establishments. Currently, no more than two (2) of any type are allowed (Dispensary, Cultivation Center, Craft Grower, Infuser, Processor, Transporter). While City Staff has had conversations with several Dispensary operators, the only type of Cannabis Business Establishment that has officially filed a petition with the City is a Craft Grower, and there have been three (3). The infusing, processing and transporting have been included as part of each Craft Growers' request, but were considered accessory to the main Craft Growing use.

Staff has looked at other communities' requirements (see attached). Of the towns surveyed, Aurora (4), McHenry (2) and Schaumburg (5) limit the number of Dispensaries. Currently, there has not been demand for multiple dispensaries in Woodstock so the current limitation does not appear to be a hinderance. The Commission could leave the language the same, allow an additional number of dispensaries, or place no limit on the number of dispensaries.

For Craft Growers, Cultivation Centers, Infusers, Processors and Transporters, only Schaumburg places a limit on the number allowed (5). Staff does not believe that a limitation on these types of cannabis businesses is necessary. These are basically manufacturing and transporting type operations for a legal product and are considered compatible with other allowed manufacturing uses in the M1 and M2 Districts.

- Distance Requirements. Currently, Dispensaries must be at least 1,000 feet from the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, or part day child care facility or public or private park. Other communities are across the board when it comes to distances from these types of uses (250' to 1,000'). Some have distance limitations from schools only, while others include day care uses, libraries, religious institutions, parks and/or residentially-zoned property.

After considering other communities' requirements and potential impacts, Staff recommends that the distance limitation for dispensaries be reduced to 500' from all public or private schools and all day care centers/homes.

For Craft Growers, Cultivation Centers, Processors, Infusers and Transporters, the City requires they be located 2,500 feet from the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, part day child care facility, or public or private park or an area zoned for residential use. Other towns have differing requirements for distance (500' to 2,500') and the types of uses (schools only; schools and day care centers; schools, day care centers libraries and religious institutions; residentially-zoned properties). Three of the seven towns surveyed place the most restrictive requirements on Cultivation Centers and that is typically 2,500' from schools, day care centers/homes and residentially-zoned property.

Woodstock has significant areas of M1 and M2 zoned properties that are near residentially-zoned properties. Even a limitation of 500' would restrict the possible locations for these types of cannabis businesses. Staff does not believe the impacts of these types of uses are significantly different than other manufacturing type uses. Since a Special Use Permit is required, the Commission is able to review each site on an individual basis and include additional conditions to address potential impacts. Therefore, Staff would recommend that no distance limitation be placed on Craft Growers, Processors, Infusers and Transporters. For Cultivation Centers, which are larger and could have more impacts, Staff recommends that the existing distance limitation be reduced to 1,500'.

- Parking Requirements. Currently, there are no separate parking requirements for cannabis businesses. The City would apply the parking requirements for retail uses (3 spaces per 1,000 sf.) to a Dispensing Organization. Parking requirements for Manufacturing uses would be applied to Craft Growers, Cultivation Centers, Processors, Infusers. For Transporters, there is not an appropriate category in the current table.

For Dispensaries, Staff believes that initially, these uses may have strong parking demand because there are few operating dispensaries available to the public. As more dispensaries are constructed and customer options increase, the parking demand may be reduced. Therefore, Staff would recommend that 4 spaces per 1,000 sf. be required for Dispensaries.

For Craft Growers and Cultivation Centers, much of the space is devoted to growing operations. Therefore, a parking requirement of 1 space per 1,000 sf. is recommended.

For Transporters, Staff was unable to find many cities that have specific parking requirements. Locally, McHenry requires 1 space per employee for Cartage and Express

Firms; McHenry County requires 1 space per 500 sf. of indoor space and 1 space per 10,000 sf. of terminal space for a Freight Terminal. It is unlikely that a company will limit itself to only cannabis transporting, and therefore, Staff recommends that the parking requirements for a Cannabis Transporter be as determined by the Plan Commission during the Special Use Permit review process.

## DISPENSARY REQUIREMENTS

	Number	Distance from Other Uses	Hours of Operation	On-Premise Consumption	Other
Aurora	4	750' from schools; 1-1/2 mile from another dispensary; Cannot be adjacent to licensed day care facility	8 am. to 10 pm.	No	Only allowed on arterial streets
Cary	No limit	500' from public or private schools, day care centers, libraries and religious institutions.	8 am. to 10 pm.	No	
Crystal Lake	No limit	250' from residentially-zoned property; 500' from public or private schools, day care uses, libraries, parks and open space, religious institutions and recovery homes	6 am. to 10 pm.	No	No Electronic Message signs
Lake in the Hills	No limit	300' from any residence, school, or public park	6 am. to 10 pm.	No	Parking: 1 per 200 sf.
McHenry	2	1,000' from pre-existing public or private school;	6 am. to 10 pm.		
Northbrook	No limit	250' from school and day care home or center;	7 am. to 10 pm.	No	No Electronic Message signs
Schaumburg	5	1,000' from schools, day care centers and religious institutions;	6 am. to 10 pm.	No	Parking: 5 per 1,000 sf.
Wheeling	No limit	250' from public or private schools, day care uses, libraries, parks and open space, religious institutions and public recreation facilities	6 am. to 10 pm.	Yes	Parking: 4 per 1,000 sf. under 20,000; 3.75 per 1,000 sf. over 20,000; 1 space for 3 seats (area of consumption) plus 1 space per employee

## CRAFT GROWERS, CULTIVATION CENTERS, INFUSERS, PROCESSORS AND TRANSPORTERS

	Number	Distance from Other Uses	Hours of Operation	Other
Aurora	No limit	500' from schools	8 am. to 10 pm.	
Cary	No limit	Craft grower, infuser: 500' from public or private schools, day care centers, libraries and religious institutions. Cultivation center: 2,500' from schools, day care centers/homes and residentially-zoned property	N/A	
Crystal Lake	Not allowed			
Lake in the Hills	No limit	100' from any residence, school, or public park	N/A	Parking: 1 per 1,000 sf.
McHenry	No limit	None		
Northbrook		Craft Grower, Processor, Infuser: 500' from schools, day care centers/homes. Cultivation Center: 2,500' from schools, day care centers/homes and residentially-zoned property	N/A	
Schaumburg	5	1,000' from schools, day care centers and religious institutions; 1,500' from another cannabis business.	N/A	1 per 1,000 sf. up to 10,000 sf. plus 1 per 2,000 sf. above 10,000 sf.; 5 per 1,000 sf. office
Wheeling	No limit	Cultivation Center: 2,500' from schools, day care centers/homes and residentially-zoned property	N/A	Parking: 4 per 1,000 sf. office and 1 per 1,000 sf. warehouse/storage

## **EXCERPT FROM 7/23/2020 PLAN COMMISSION MEETING MINUTES**

### Cannabis Business Establishments

Mr. Napolitano then discussed various issues regarding craft growers, noting things are happening very quickly with the cannabis industry, requiring changes and amendments to the language concerning these businesses.

Discussions turned to the number of Cannabis Business Establishments. Mr. Napolitano noted there are dispensaries, craft growers, cultivation centers, diffusers, and transporters among the types of establishments with two of each currently allowed. He stated it is suggested that the limit of two Dispensaries remain, but that no limit be placed on the number of other Cannabis Business Establishments as they are very typical of other types of manufacturing businesses. He presented a chart showing the dispensary requirements of other communities, noting the market will drive the dispensaries in the future.

Commissioner Besler agreed.

Commissioner Flores had no comment.

Commissioner Fortin agreed there should be no more than two dispensaries in the community, but opined the odds of getting two dispensaries are better with more applicants.

Commissioner Gavers opined one dispensary is enough for a town the size of Woodstock, but stated the number should not be limited to one unless it is located here.

Commissioner Horrell opined limiting the number of dispensaries at two would not preclude more from applying and petitioning the City. He supported keeping the text at two dispensaries and changing the others as suggested by Mr. Napolitano. In response to a question from Commissioner Horrell, Mr. Napolitano stated a craft grower who wished to add a dispensary would have to come back for approval. Discussion followed of the language included in the UDO defining a Craft Grower.

Commissioner Paluch opined there is no need for a change right now as everything is in the hands of the state regarding approvals.

Commissioner Casner opined two dispensaries are enough for a town Woodstock's size with no limits placed on growers.

Chairman Sheriff opened the floor for Public Comment. None were forthcoming.

Motion by Fortin, second by Gavers, to approve the text amendments to the Unified Development Ordinance relating to 7B.2.10 Cannabis Business Establishments and 9.8 Schedule of Parking Requirements in accordance with the recommended language submitted by Staff in the July 23, 2020 Staff Report to the Plan Commission.

A roll call vote was taken. Ayes: Besler, Flores, Fortin, Gavers, Horrell, Paluch, Casner, and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Speciale. Motion carried.

**ORDINANCE NO. 20-O-\_\_\_\_\_**

***An Ordinance Amending Various Sections of the  
City of Woodstock, Illinois Unified Development Ordinance Relating to  
Recreational Cannabis and Parking Requirements***

WHEREAS, the City of Woodstock, McHenry County, Illinois, (the “City”), 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 City has petitioned for Text Amendments to various sections of the Woodstock Unified Development Ordinance Relating to Recreational Cannabis and Parking Requirements; and

WHEREAS, on July 23, 2020 and after due notice in the manner provided by law, the Plan Commission conducted a public hearing on the requested Text Amendments; and

WHEREAS, at the conclusion of said public hearing, the Plan Commission voted unanimously (8 – 0 vote) to recommend that the requested Text Amendments be approved; and

WHEREAS, the Mayor and City Council have considered the findings and recommendation of the Plan Commission and concur with said recommendation.

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

SECTION 1: That Section 7.B.2.10, Cannabis Business Establishments, of Chapter 7B, Use Standards, of the Woodstock Unified Development Ordinance shall be and hereby is amended to add, amend or delete the following:

A. All Cannabis Business Establishments shall comply with the regulations provided in the Cannabis Regulation and Tax Act (PA. 101-0027) (the “Act”), as it may be amended from time-to-time, and regulations promulgated thereunder. In the event that the Act is amended, the more restrictive of the state or local regulations shall apply. Cannabis Business Establishments shall not conduct any sales or distribution of cannabis other than as authorized by the Act. A Cannabis Business Establishment shall not be located in a dwelling unit.

The following additional standards shall apply:

1. ~~No more than two (2) Cannabis Business Establishments of each type as defined herein shall be allowed within the Corporate Limits of the City.~~
2. Cannabis Dispensing Organizations:
  - a) No more than two (2) Cannabis Dispensing Organizations as defined herein shall be allowed within the Corporate Limits of the City.
  - b) Shall not be located within ~~1,000~~ 500 feet of the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, or part day child care facility ~~or public or private park.~~
  - c) At least 75% of the floor area of any tenant space occupied by a dispensing organization shall be devoted to the activities of the dispensing organization as authorized by the Act. Cannabis products shall only be sold at retail at an approved Dispensing Organization and shall not be consumed on the premises.
  - d) Cannabis Dispensing Organizations shall not sell food for consumption on the premises.
- ~~2.3. Cannabis Craft Growers or Cannabis Cultivation Centers:~~ Shall not be located within 2,500 feet of the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, part day child care facility, or public or private park or an area zoned for residential use.
4. ~~Cannabis Infuser Organizations or Infusers and Cannabis Processing Organizations or Processors:~~
  - a) ~~Shall not be located within 2,500 feet of the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, part day child care facility, or public or private park or an area zoned for residential use.~~
  - b) ~~At least 75% of the floor area of any tenant space occupied by an infuser or processing organization shall be devoted to the activities of the infuser or processing organization, as authorized by the Act.~~

~~5. Cannabis Transporting Organizations or Transporters~~

- ~~a) Shall not be located within 2,500 feet of the property line of a preexisting public or private preschool or elementary or secondary school or day care center, day care home, group day care home, part day child care facility, or public or private park or an area zoned for residential use.~~
- ~~b) The transporting organization shall be the sole use of the tenant space in which it is located.~~

B. A description of all building enhancements, such as security cameras, lighting or other improvements to ensure the safety of employees and customers of the Cannabis Business Establishments, as well as its environs, along with the anticipated hours of operation shall be provided. Said information will be evaluated for each individual site where a Cannabis Business Establishment is proposed and will be evaluated as part of the Special Use Permit process.

SECTION 2: That Table 9.1, Minimum Parking Requirements by Use, of Section 9.8, Schedule of Parking Requirements, of Chapter 9, Parking and Loading Requirements shall be and hereby is amended to include the following:

Cannabis Dispensing Organizations: 4 spaces per 1,000 sf.

Cannabis Craft Growers, Cultivation Centers, Processors and Infusers: 1 space per 1,000 sf.

Cannabis Transporters: As determined during the Special Use Permit Process.

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: \_\_\_\_\_

## 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 Various Sections of the City of Woodstock, Illinois Unified Development Ordinance Relating to Recreational Cannabis and Parking Requirements***, 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)



Building & Zoning Department  
121 West Calhoun Street  
Woodstock, Illinois 60098  
815.338.4305  
b&zdept@woodstockil.gov  
[www.woodstockil.gov](http://www.woodstockil.gov)

## MEMORANDUM

DATE: August 11, 2020

TO: Roscoe Stelford, City Manager

FROM: Darrell Moore, City Planner

RE: **Transmittal of Recommendation for Façade Improvement Funds for 244 North Throop Street**

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An application for Façade Improvement Program funding assistance has been submitted for a project at 244 North Throop Street. The applicant is seeking a 50-percent reimbursement, or \$5,166.33, for the proposed masonry work.

Staff has reviewed the application and concluded that a small portion of the total area, approximately 5% of the project, is not an eligible expense, and therefore recommends that the maximum reimbursement be limited to \$4,908.01.

### **244 North Throop Street**

The building at 244 North Throop Street is in the Woodstock Downtown Historic Business Preservation District, but outside of the Woodstock Square Historic District. The building was originally constructed in 1926 to have a Dodge auto dealership and repair shop on the first floor with an apartment above. Its appearance has not changed significantly and is considered a contributing structure in the historic district.

The applicant is proposing masonry work on the north face of the building visible from Throop Street and a portion of the second story facing east (toward Main Street). Cracks in the mortar are visible in the wall and the parapet on the north wall shows signs of damage. It is the applicant's long-term goal to replace the building's roof at an estimated cost of \$20,000. However, because the roof ties into the brick parapet, which is structurally compromised, the masonry work must be completed first. The lowest quote for the masonry work is for \$10,332.65. Altogether, the applicant will be making more than \$30,000 in improvements to the exterior of the building, although the roof replacement portion is not an eligible expense for the Façade Improvement Program.



### **Facade Improvement Program Review**

The purpose of the Facade Improvement Program is to encourage projects which contribute to the economic revitalization and historic character of the downtown area. Funding award amounts are at the discretion of the City and are based on the merits of the project and the amount of TIF funding that has been budgeted. Typical award amounts will not exceed \$5,000, but in all cases the reimbursement amount must not exceed 50% of the total project cost.

This project includes masonry work on two walls of the building. The north side wall is visible from Throop Street and meets the program requirement for right-of-way visibility. The east wall is on the rear of the building. Staff has concluded that this improvement, which only represents about 5% of the total project, does not meet the visibility requirement. (The owner has asserted that the east wall is visible from Main Street approximately 300 feet to the east.) With the east wall portion of the project removed, Staff believes that the project proposal meets the program intent and eligibility requirements and recommend reimbursement not to exceed \$4,908.01. This figure represents a 5% reduction from the applicant's request. ( $\$10,332.65 \times .95 = \$9,816.02 \times .50 = \$4,908.01$ )

The current unallocated Facade Improvement Program funds for properties in the TIF #2 District is \$13,876.07.

### **Eligibility and Evaluation Criteria**

Staff has reviewed the application and determined it meets the following program eligibility requirements:

- The project is located in the TIF #2 district.
- The property owners are not in default of any municipal fees, taxes etc.

- The property owners do not have any outstanding building, zoning, or city code violations.
- The proposed improvements (as identified by staff) will be visible from the public right of way.
- The proposed improvements conform to the Historic Preservation Commission's Design Review Guidelines and an Administrative Certificate of Appropriateness has been approved.

The review by staff concluded that the evaluation criteria are met:

1. **Impact of proposed work on preservation of the structure:** The proposed masonry repair will have a positive impact on the preservation of the structure.
2. **Aesthetic impact:** The project will have an aesthetic benefit to the historic district by improving a deteriorating wall with mismatched mortar colors.
3. **Consistency with announced special emphasis areas (if any):** There are currently no special emphasis areas.
4. **Applicant's demonstrated previous commitment to preservation:** In 2005, the property owner received a certificate of merit from the Woodstock Historic Preservation Commission for facade renovations at this location.
5. **Thoroughness of the application:** The application includes the required information.
6. **Equity:** The owner has not previously benefitted from the program.
7. **Demonstrated financial capability of applicant:** No financial capability information was provided.

Based on staff's review, **it is recommended that the City Council approve a motion to allocate 50 percent of exterior improvement costs (not to exceed \$4,908.01) from TIF #2 funding for masonry improvements at 244 North Throop Street.**



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager



# City of WOODSTOCK

Department of Community & Economic Development  
121 W. Calhoun Street  
Woodstock, Illinois 60098

phone 815.338.4305  
fax 815.334-2267  
commdevdept@woodstockil.gov

## FAÇADE IMPROVEMENT PROGRAM APPLICATION

Address for which funding is requested 244 N. Throop St.

Name of Applicant Paladin Resources Corporation

Mailing Address of applicant: 244 N. Throop St., #110, Woodstock, IL 60098

Daytime phone number: (815) 338-9211 Email: pgk@peterknapp.com

Applicant is  Property Owner  Tenant

If the applicant is the tenant:

Name of property owner Harris Bank Trustee U/T/A/D July 1, 1999,  
Trust No. 5648

Mailing address of property owner 244 N. Throop St., Suite #110  
Woodstock, IL 60098

Name of applicant's business Paladin Resources Corporation

Is the building included in the boundaries of the Woodstock Square National Register Historic District? Yes

Type of structure:

- Commercial
- Commercial/residential (ie. commercial on ground floor, residential above)
- Single Family residential  owner occupied  renter occupied
- Multiple family      Number of Units

Proposed improvements for which funding is requested (check all that apply):

- Architect or engineering services
- Window/door replacement

- Windows/doors restoration
- Interior storm window installation
- Painting, in conjunction with other façade improvements
- Repair or replacement of deteriorated or missing architectural details
- Restoration of original openings
- Storefront rehabilitation or renovation
- Masonry restoration or repair
- Removal and replacement inappropriate features
- Replacement of inappropriate awnings
- Accessibility improvements (exterior)
- Rear or side façade improvements (facing public spaces)
- Other \_\_\_\_\_

Total estimated project cost of façade improvements    \$ 10,332.65

Façade improvement funds requested                                \$ 5,166.33

Attach a detailed description of the work described above including photographs, drawings showing proposed improvements, colors, materials.

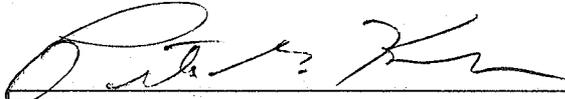
Attach a minimum of two estimates for the proposed work.

**STATEMENT OF UNDERSTANDING**

1. I agree to comply with the guidelines and procedures of the Woodstock Façade Improvement Program.
2. I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, and receipts upon completion of the approved improvements.
3. I understand that Façade Improvement funds are subject to audit and taxation and that the City is required to report the amount and recipient of said grants to the I.R.S.

4. I understand that work done before a Façade Improvement Agreement is approved by the authorized City representative(s), project costs are not eligible for reimbursement through this program.

Signature of Applicant:



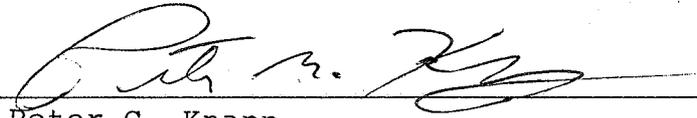
Peter G. Knapp, President  
Paladin Resources Corporation

AUTHORIZATION OF OWNER

If the applicant is other than the owner, the owner must complete the following certificate:

I certify that I am the owner of property at 244 N. Throop St., and that I authorize the applicant to apply for a reimbursement grant under the Woodstock Façade Improvement Program and undertake the approved improvements.

Signature of Owner:



Peter G. Knapp

Paladin Resources Corporation  
c/o Peter G. Knapp, President  
244 N. Throop St., Suite #110  
Woodstock, IL 60098

**Façade Improvement Program Application**

**EXHIBIT A**

1. Leonard & Sons Building Service, Inc. Proposal (7/17/2020)
2. MTH Industries Proposal (7/17/2020)
3. Paladin Resources Corporation Project Scope Letter  
(7/22/2020)
4. Certificate of Merritt - Façade Restoration (5/9/2005)
5. Survey Vanderstappen (7/2/2018)
6. Survey Vanderstappen (6/15/199)
7. Easement Agreement Doc. #874371 (Dated January 24, 1984)
8. Project Photos



# LEONARD & SONS



**Building Service Inc.**

1201 W. Algonquin Road, Algonquin, IL 60102  
847 658-7659 815 455-9440 Fax: 847 658-7583  
www.Leonardandsons.com

Chimney Repair • Chimney Sweeping • Inspections  
Tuckpointing • Dryer Vent Cleanings • Sandblasting

## Proposal

NO.

8270

Date 7/17/2020

Cust. Phone #  
(815) 245-9644

Proposal Submitted To:	Job Site
Paladin Resources Corp 244 N Throop St #110 Woodstock IL 60098-3288	Paladin Resources Corp 244 N Throop St #110 Woodstock IL

### We Hereby Submit specifications and estimates for

Re: North Elevation Brick Repair

Set up equipment for brick repairs.  
 Remove coping tile from top of wall and save.  
 Remove and save loose brick on top 5 to 8 courses of brick.  
 Rebuild wall to existing height and design with brick saved from tear down. New mortar to be buff in color to match original mortar color.  
 Grind out and tuckpoint 3' x 4' section on East elevation.  
 Wash repaired areas with SureKleen 600.  
 Debris made by Leonard & Sons will be removed from the premises.  
 Repairs completed by Leonard & Sons have a 3 year warranty.

Optional Tuckpointing Repair - grind out mortar joints below rebuilt area previously tuckpointed with mismatched mortar. Tuckpoint ground out mortar joints with Type N masonry cement matching existing mortar joints as close as practicable.  
 Additional cost for grinding and Tuckpointing if completed at same time as above repairs is \$1675.00

ACCEPT \_\_\_\_\_ DECLINE \_\_\_\_\_

NOTE: Coping tile will be left on roof. Installation of coping tile to be completed by your roofing company as per our conversation at time of job meeting.

\*\*\*Cash/Check prices - add 3% processing fee for Credit/Debit cards \*\*\*

### We Hereby Propose to furnish materials and labor, complete in accordance with above specifications, for the sum of \$8657.65

With payments to be made as follows: \$2500.00 deposit on acceptance, balance due day work is completed

All material is guaranteed to be as specified. Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Authorized Signature

-Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Terms:** Due upon completion. A 1 1/2%(per month) service charge will be added to balances over 10 days.

**Acceptance of proposal:** The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

The terms and conditions on the reverse side hereof are hereby incorporated herein



07/17/2020

Mr. Peter G. Knapp  
244 N. Throop Street  
Woodstock, IL 60098

**RE: 244 N. Throop Street**  
Est. # AJS 068-19 Rev. 1

We propose to furnish and install material and labor as qualified. Price is based on site walkthrough with Peter Knapp on **10/02/2019**.

**We Include**

North Parapet Wall Demo and Rebuild

- Demolition and rebuilding of the outer wythe of brick on the north wall.
- Replacing two missing copings.
- All work to be performed from pipe scaffolding.
  
- **PRICE: \$ 14,375.00**

Note: Any damage to the interior wythe of brick will need to be assessed at time of demolition to the outer wythe of brick.

North Wall Grinding and Tuckpointing

- Grind and remove mortar joints that do not match the rest of the building
- Tuckpoint back matching mortar
  
- **PRICE: \$ 1,485.00**

Note: Work figured to be completed at the same time as the parapet wall rework. If completed at a later date, a lift or pipe scaffold will need to be rented at an additional cost.

East Apartment Wall Grinding and Tuckpointing

- Grind and remove mortar joints that are washed out and damaged back to sound mortar.
- Tuckpoint back matching mortar
  
- **PRICE: \$ 1,225.00**

Note: Work figured to be completed at the same time as the parapet wall rework. If completed at a later date, a lift or pipe scaffold will need to be rented at an additional cost.

**FOR THE TOTAL SUM OF: \$ 17,085.00**

**Notes / Exclusions**

- Not responsible for underground, encased or unforeseen, electrical lines, communications, fiber optics cables of any kind and water lines including interruption of any services.
- Permit costs, of any kind, are not included.
- If any additional work is required a change order will have to be issued.
- Bid based on normal working hours Monday-Friday 7:00AM to 4:30PM.

- Bid based on NO work interruptions or stoppage including noise, parking structure usage requirements, local, state, or federal orders or work requirements (i.e. COVID-19 regulations).
- Not responsible for weather related delays to the schedule.
- Roofing repairs are to be completed by others.
- All work to be done from pipe scaffolding.
- All work to be performed by union tradesmen.
- Any item not specifically stated above is excluded.
- Proposal is valid for 90 days from date above.

Please contact the undersigned in regards to this proposal.

Sincerely,

Andrew Schweiss  
[aschweiss@mthindustries.com](mailto:aschweiss@mthindustries.com)  
(708) 384-4007

**PALADIN RESOURCES CORPORATION**

**c/o PETER G. KNAPP**

244 N. Throop Street, Suite 110

Woodstock, Illinois 60098

Telephone (815) 338-9211

Fax (815) 338-9217

July 22, 2020

CITY OF WOODSTOCK

121 W. Calhoun St.

Woodstock, Illinois 60098

Attn: Darrell Moore, AICP City Planner

Tel (815) 338-4305

Fax (815) 334-2267

RE: Façade Improvement Program Application  
244 N. Throop Street, Woodstock, IL 60098

Dear City of Woodstock/Mr. Moore:

By way of introduction, I am the property manager at 244 N. Throop St., Woodstock, IL, and President of Paladin Resources Corporation the management company for said premises.

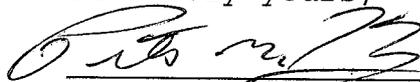
The masonry work that is the subject of the Façade Improvement Program Application is a part of a larger project that is necessary to complete before roof repairs can be made.

The anticipated roof repairs are a complete tear-off of existing material, any necessary decking repairs, and installation of a new roofing membrane. The anticipated cost of the roof project is well over \$20,000.00.

Please do not hesitate to contact me with any of your questions or concerns.

Thank you and the City of Woodstock for your consideration of the application.

Sincerely yours,



Peter G. Knapp, President

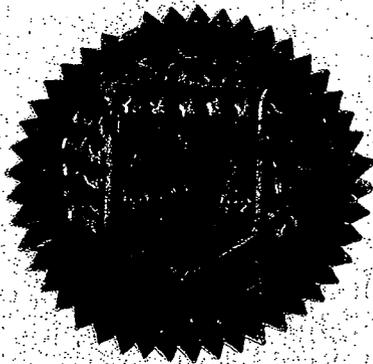
Paladin Resources Corporation

**CERTIFICATE OF MERIT**  
**Commercial Façade Renovation**

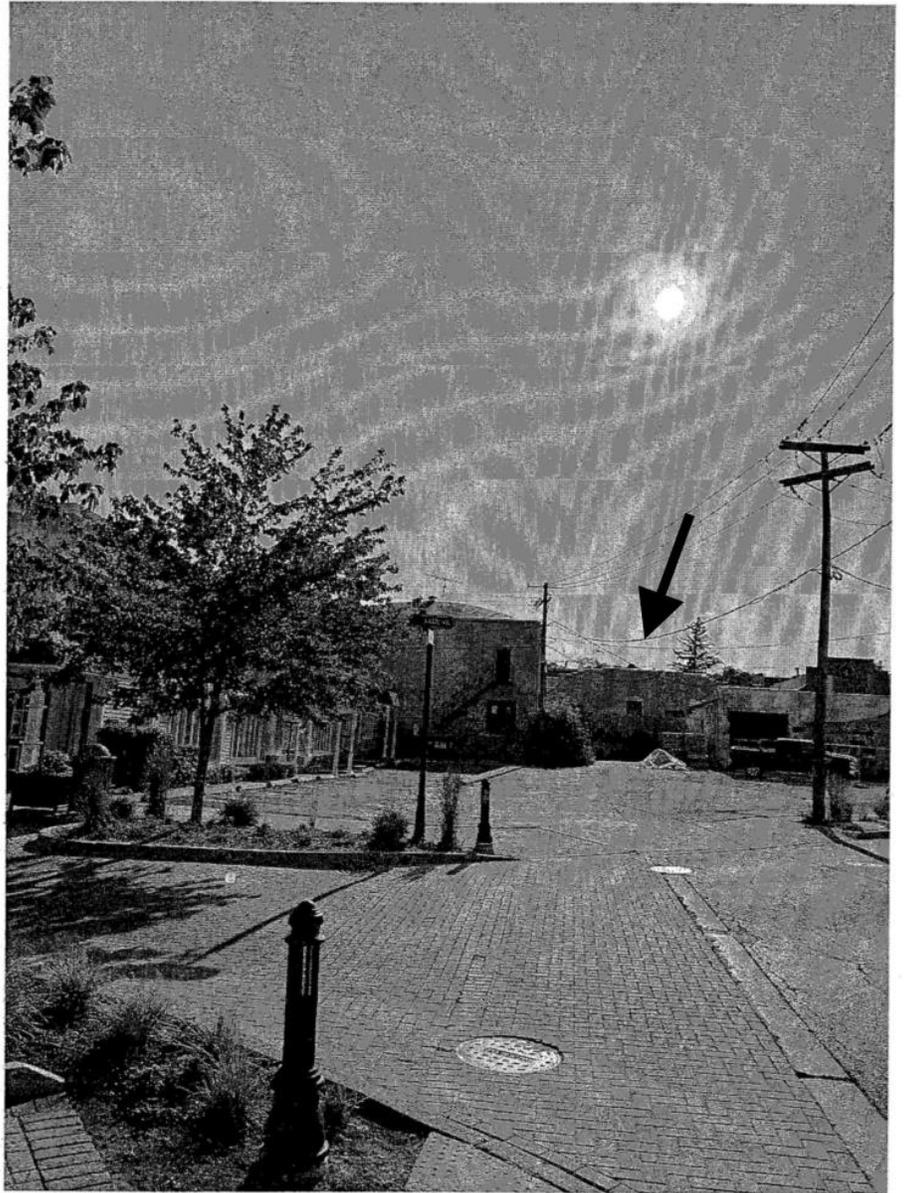
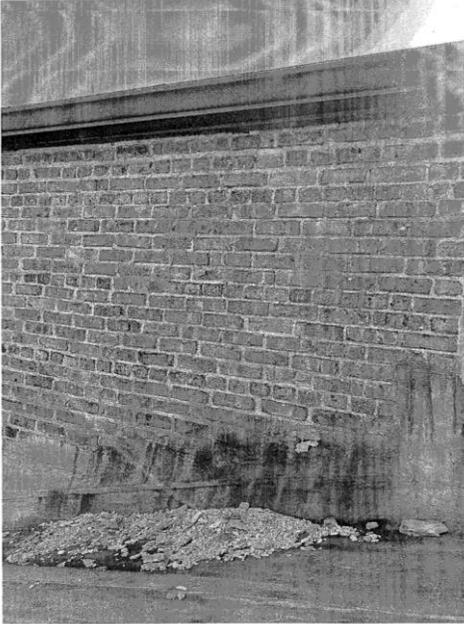
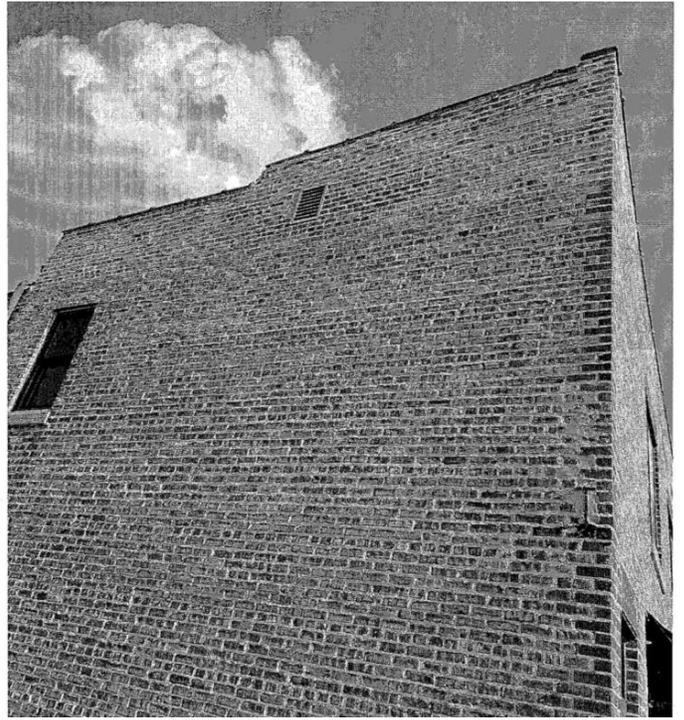
In celebration of Woodstock Historic Preservation Month 2005,  
the Woodstock Historic Preservation Commission hereby  
presents this **Certificate of Merit** to

**Peter Knapp**

For the outstanding façade renovation of the commercial  
building at 248 N. Throop Street.

A handwritten signature in cursive script, reading "Tim Art". The signature is written in black ink and is positioned above a horizontal line.

Tim Art, Chairman



A Category 1 Certificate of Appropriateness is hereby granted for

244 North Throop Street  
-Masonry Work-

**Applicant:** Peter Knapp

**Request:** To repair and tuckpoint the upper portion of the north wall of the building.

**Reasons for approval:** The proposed work will help to preserve a contributing building in the historic district.



Approved by City Planner Darrell Moore, 8/10/2020



Building & Zoning Department  
121 West Calhoun Street  
Woodstock, Illinois 60098  
815.338.4305  
[b&zdept@woodstockil.gov](mailto:b&zdept@woodstockil.gov)  
[www.woodstockil.gov](http://www.woodstockil.gov)

## MEMORANDUM

**FOR:** August 18, 2020 City Council Meeting

**TO:** Roscoe Stelford, City Manager

**FROM:** Darrell Moore, City Planner

**SUBJECT:** Ordinance approving a variation related to a car wash at 11601 Catalpa Lane

**ATTACHMENTS:** 1) Application for variation  
2) Staff Report to the Zoning Board of Appeals  
3) Ordinance approving a variation at 11601 Catalpa Lane

The petitioner is requesting a variation from Unified Development Ordinance Section 7B.2.10 (Car Wash, Truck Wash - Supplemental Use) to allow the installation of car vacuums in areas visible from Catalpa Lane and US Route 14.

It is the intention of the petitioner to rehabilitate the car wash with oil-change business at 11601 Catalpa Lane, and, in the process, install rows of outdoor vacuum stations in the front and rear yards. Under the name "Swift Wash," the petitioner will convert the car wash to a fully automatic conveyor-belt-type facility that, according to testimony provided in the ZBA hearing, has the potential to service 150 cars an hour. Other improvements will include improved traffic flow, signage, and landscaping.

The variation being requested relates to a specific standard in the UDO for car washes which states that "no vacuuming activities may take place in any front yard or any location visible from a public street." The petitioner, along with their architect, testified that the proposed vacuums are a necessary part of the business model that they have successfully employed at two other locations in Northern Illinois. In addition to the service the vacuums provide to customers, the petitioner stated that the vacuums will be colorful and stylish in a way that attracts positive attention to the site. They maintained that visibility has been a major obstacle for the successful operation of the business at this location in year's past.

The ZBA heard the petitioners' testimony and were generally supportive of the petition. There were no public comments. Members did express concerns, however, regarding the potentially "industrial" appearance of the vacuums and to what degree landscaping should be used to soften the appearance. The petitioner showed landscaping examples from their other locations, and, after discussion, it was concluded that no condition requiring a specific landscaping plan would be added by the ZBA. Members also did not unanimously agree that the reason for the variation was not being created by the petitioner. However, the board concluded that, on balance, all standards for the variation were met and the request was approved by a vote of 5-1.

**If the City Council concurs, then it is recommended that Council adopt the attached Ordinance, identified as Document #: 4, *An Ordinance Granting a Variation from UDO Section 7B.2.10 (Car Wash, Truck Wash - Supplemental Use) to allow the installation of car vacuums in areas visible from Catalpa Lane and US Route 14.***



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager



# City of WOODSTOCK

## Department of Building & Zoning

121 W. Calhoun Street  
Woodstock, Illinois 60098  
[www.woodstockil.gov](http://www.woodstockil.gov)

phone 815.338.4305  
fax 815.338.2264  
bandzdept@woodstockil.gov

### ZONING VARIATION APPLICATION

ADDRESS OF PROPERTY 11601 Catalpa Lane, Woodstock, IL 60098

PROJECT REQUEST \_\_\_\_\_

DATE FILED 7/24/2020

#### CONTACT PERSON FOR THIS APPLICATION

Name John A. Puntillo

Mailing Address 11601 Catalpa Lane

Woodstock, IL 60098

Daytime Phone 312-933-0704

Fax: \_\_\_\_\_

Email Address john@swiftwash.com

# CITY OF WOODSTOCK

## APPLICATION FOR A VARIANCE

To the Zoning Board of Appeals:

1. Common Address of the Property 11601 Catalpa Lane, Woodstock, IL 60098
2. Statement of Ownership (list legal name, address of the property owners and state how long they have owned the property.)  
SWRE Woodstock, LLC  
11601 Catalpa Lane, Woodstock, IL 60098  
Recently acquired the property
3. Applicant (list name of the applicant if different from the owner and state the interest of the applicant in the property. Also state when his or her interest was acquired.)

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

LOT 5 OF CATALPA COMMONS, BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 16, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT 2003R0156765 IN MCHENRY COUNTY, ILLINOIS.

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

Variation #1 - Section 7B2.11, F - "All wash activities shall occur within a building and no vacuuming activities may take place in any front yard or any location visible from a public street. Wash Activities shall be adequately screened so that they will not be seen or heard from any adjoining residential properties. A landscape or other plan depicting landscape details and showing screening is required."

Request - to allow vacuum equipment to be located and visible along Route 14 and Catalpa Lane

Variation #2 - Section 13.8.2, Table 13.1 - "Minimum Sign Setback equals 2 feet, then max. sign area = 30 square feet and mx. sign height = 12 feet."

Request - visible along Route 14, to allow for new pylon sign 10' x 10' or 100 square feet, with top of sign at 18 feet.

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

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

- Too narrow
- Too small
- Too shallow
- Soil
- Elevation
- Slope
- Shape
- Subsurface

Other

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

See attachment.

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

No.

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

Variation #1 - Allowing vacuums to be visible along Route 14 and Catalpa Lane - Yes, this is a challenge unique to a car wash business.

Variation #2 - Increased signage size along Route 14 - No, this is a challenge for the properties to the east and west of this location. In some cases, those property owners have pursued sign variations to varying degrees to address the same condition.

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

No.

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

Yes. Swift Wash discussed several variations with the City of Woodstock and settled on these two (2) variations as being critical to the success of the property moving forward.

**CERTIFICATION**

I/We certify that all of the information submitted as part of this application is true and correct to the best of my/our knowledge and belief:

\_\_\_\_\_  
Signature of property owner

*Manager*

\_\_\_\_\_  
Print name of property owner

*SWRE Woodstock, LLC by*

*John A. Partillo,  
Manager*

\_\_\_\_\_  
Signature of property owner

\_\_\_\_\_  
Print name of property owner

\_\_\_\_\_  
Signature of applicant  
If different than property owner

\_\_\_\_\_  
Print name of applicant

\_\_\_\_\_  
Signature of applicant  
If different than property owner

\_\_\_\_\_  
Print name of applicant

**BENEFICIAL INTEREST DISCLOSURE  
(FOR PROPERTY HELD IN TRUST)**

*This disclosure is made in compliance with the requirements of Act 404/2, Chapter 765  
of the Official Illinois Compiled Statutes.*

The undersigned states that he/she is the holder of \_\_\_\_\_ percent interest in Trust  
No. \_\_\_\_\_ at the \_\_\_\_\_.

Name of beneficiary \_\_\_\_\_

Address of beneficiary \_\_\_\_\_

Signature of beneficiary \_\_\_\_\_

Date \_\_\_\_\_

CITY OF WOODSTOCK  
 ZONING BOARD OF APPEALS  
 CERTIFICATE OF DIRECT NOTIFICATION

Following are adjacent property owners in all directions for the property located at  
11601 Catalpa Lane, Woodstock, IL 60098 . Said names are as recorded with McHenry County and  
 represent the person responsible for last payment of taxes:

PIN	Name of Owner	Address of Owner	Date Contacted	Signature of owner if hand delivered
13-16-128-001	AMCORE INVSTMNT GRP NA 1703	1166 LAKE AVE WOODSTOCK, IL 60098	Mailed 7/24/20	
13-16-176-008	MENARD INC	CORP ACCTG 4777 MENARD DR EAU CLAIRE, WI 54703	Mailed 7/24/20	
13-16-177-004	LAKE AVE OFFICE CEN LLC	10740 BULL VALLEY DR WOODSTOCK, IL 60098	Mailed 7/24/20	
13-16-200-008	WDSTK CONG OF JEHOVAHS	KINGDOM HALL OF JEHOVAH WITNESSES 1320 CATALPA WOODSTOCK, IL 60098	Mailed 7/24/20	
13-16-200-031	MERCY HEALTH SYSTEM CORP	PO BOX 5003 JANESVILLE, WI 535475003	Mailed 7/24/20	

## Attachment – Question 6

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

The site was originally developed as a car wash and oil change service center in 2003. Since then, the site has suffered from poor visibility along Route 14 and Catalpa Lane and a lack of modern, attractive vacuums, a necessary component for the car wash business today. In 2013, the bank foreclosed and took possession of the property. For the last seven (7) years, the property has suffered from specific site conditions and disengaged ownership. Swift Wash is experienced in turning around poor-performing car wash locations with a focused and hands-on approach. Swift Wash is requesting two (2) variations to the property that are crucial to the future success of the site.

#### **1. Allowing vacuums to visible along Route 14 and Catalpa Lane**

The property lacks updated vacuums that customers expect today from a high-quality car wash. The clean look and design of today's vacuums is much more attractive than the often dirty, eye-sore vacuums of the past. Locating new, attractive vacuums in areas that are more visible along Route 14 and Catalpa Lane will provide this amenity customers expect and the visibility and high-quality image that the property requires.

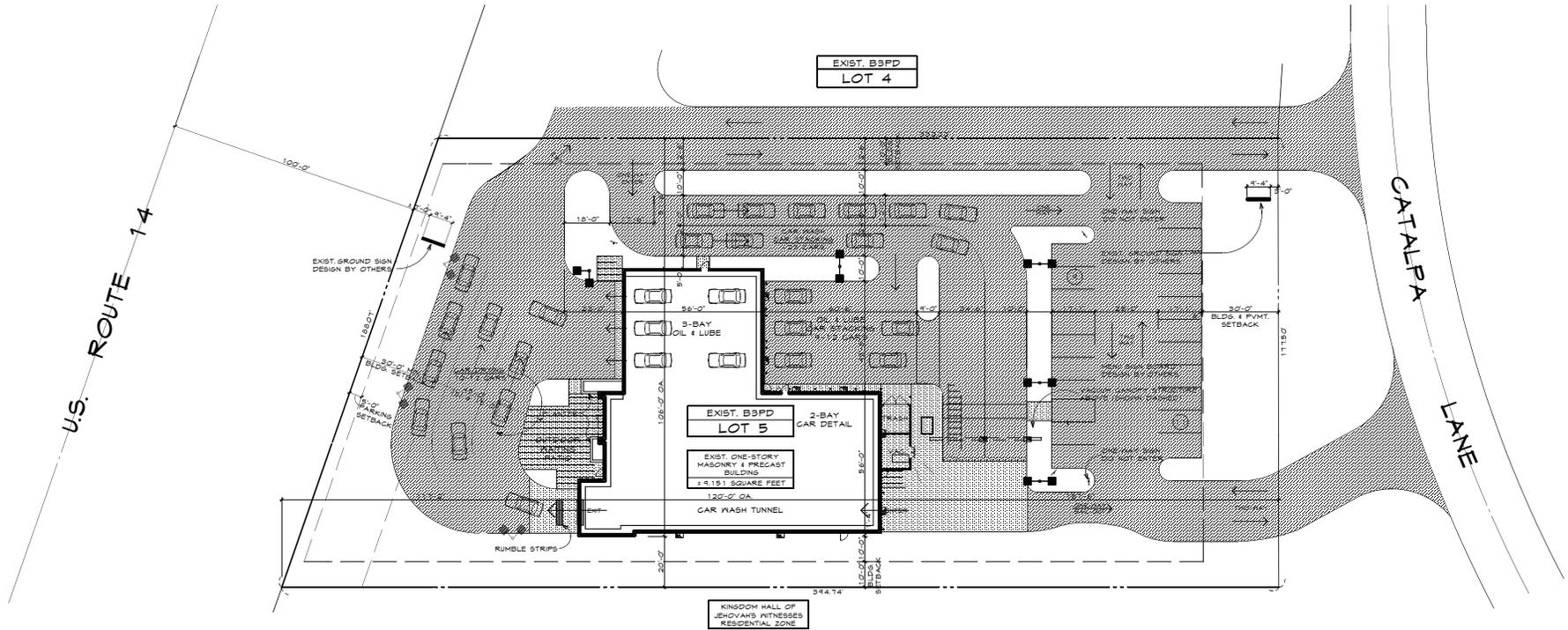
#### **2. Increased signage size along Route 14**

A significant part of the car wash and oil change service business is attracting customers with attractive and visible street signage. The property currently has poor visibility along Route 14 as a result of a large setback of approximately 100 feet, which appears to be significantly greater than a typical setback and most likely not a distance contemplated by the Woodstock Unified Development Ordinance when creating Table 13.1: Basic Design factors for Ground Signs.

## ADDITIONAL INFORMATION

- Exhibit I - Existing Site Plan
- Exhibit II - Proposed Site Plan
- Exhibit III - Swift Wash Before & After Photos
- Exhibit IV - Swift Wash Landscaping
- Exhibit V - Proposed Vacuums
- Exhibit VI - Proposed Signage
- Exhibit VII - Proposed Landscaping Plan
- Exhibit VIII - Survey

**EXHIBIT I – EXISTING SITE PLAN**



**exist. site plan**      **n** →      **1" = 20'**

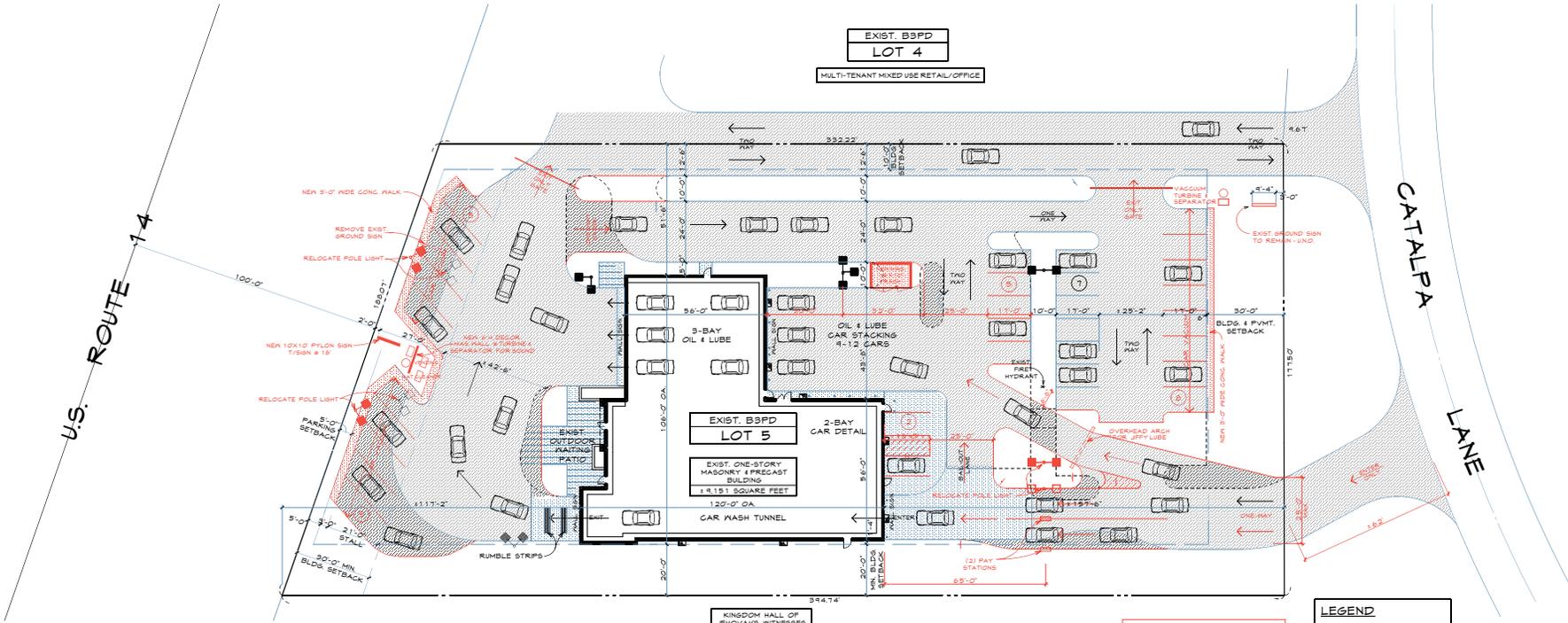
• SITE INFO TAKEN FROM "ALTA/NSPS LAND TITLE SURVEY" DATED JUNE 10, 2020 AS PREPARED BY VANDERSTAPPEN LAND SURVEYING, INC., LICENSED ILLINOIS LAND SURVEYOR  
 • DO NOT SCALE DRAWINGS. USE ONLY FIGURED DIMENSIONS, AND FIELD VERIFY (BLDG. TO ANY BIDDING AND/OR WORK)

**site/building data**

<b>ZONING DISTRICT AND USE</b> .....	B3PD (EXIST.)
<b>SITE AREA</b> .....	(1.419 ACRES) ..... 164,427 SQUARE FEET
<b>BUILDING AREA</b> .....	
CAR WASH/OIL LUBE .....	14,151 SQUARE FEET
<b>DENSITY</b> .....	(BUILDING AREA/SITE AREA) ..... 114.2 %
<b>PARKING REQUIRED</b> .....	
OIL LUBE & AUTO LAUNDRY:	
(1) PER EMPLOYEE.....	12 - 13 SPACES
(2) PER 1,000 SQ. FT. NET FLOOR AREA.....	1 SPACES
TOTAL REQUIRED PARKING.....	14 - 20 SPACES
<b>PARKING PROVIDED</b> .....	
HANDICAP (16'-0" X 14'-0").....	1 SPACES
OTHER (9'-0" X 14'-0").....	14 SPACES
TOTAL PARKING PROVIDED.....	20 SPACES
<b>STACKING PROVIDED</b> .....	
CAR WASH ENTRANCE.....	23 CARS
OIL LUBE.....	9 - 12 CARS

PROJECT NO. - 229-4	REVISION:	DATE:	DESCRIPTION:
DATE: 24 JUL 20	24 JUL 20	ZBA REVIEW	
DRAWN: BRV/LAF			
CONTENTS: EXIST. SITE PLAN • EXIST. 5P/BUILDING DATA			

**EXHIBIT II – PROPOSED SITE PLAN**



**proposed site plan** n- **1"= 20'**

• SITE INFO. TAKEN FROM "ALTA/NSPS LAND TITLE SURVEY" DATED JUNE 10, 2020 AS PREPARED BY VANDERSTAPPEN LAND SURVEYING, INC., LICENSED ILLINOIS LAND SURVEYOR  
 • DO NOT SCALE DRAWINGS, USE DIMENSIONED FIGURED DIMENSIONS, AND FIELD VERIFY EASINGS TO ANY BIDDING AND/OR WORK!

(14) 9' N. X 12' PARKING SPACES  
 (10) 10' N. X 18' VAGUON SPACES

**LEGEND**

- PROPOSED SITE REVISIONS SHOWN IN RED
- EXIST. PAVED AREA TO REMAIN
- PROPOSED PAVED AREA

U.S. ROUTE 14

CATALPA LANE

Design Firm License No. 184 - 002185

LOT 5: CATALPA COMMONS  
**proposed bldg. renovation**  
**for SWIFT WASH, LLC**  
 WOODSTOCK, ILLINOIS  
 U.S. ROUTE 14 & CATALPA LANE

PROJECT NO.	REVISION	DATE	DESCRIPTION
209-4		24 JUL 20	ZSA REVIEW
			BRP/LAF

CONTENTS: PROPOSED SITE PLAN

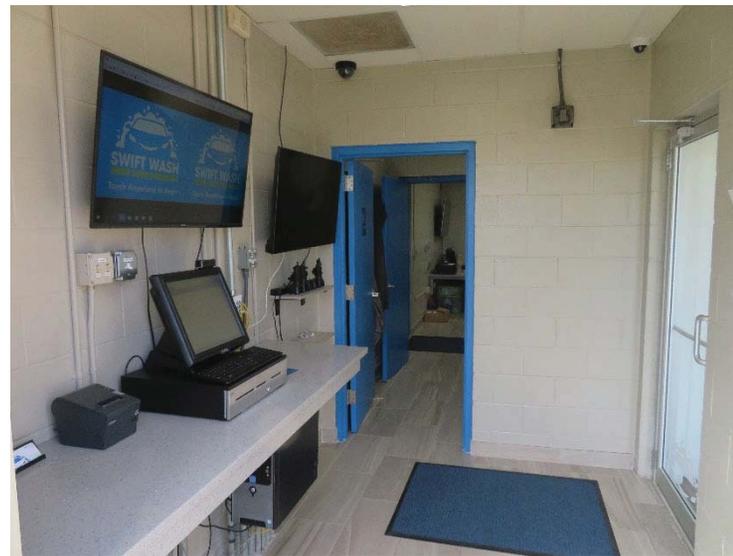
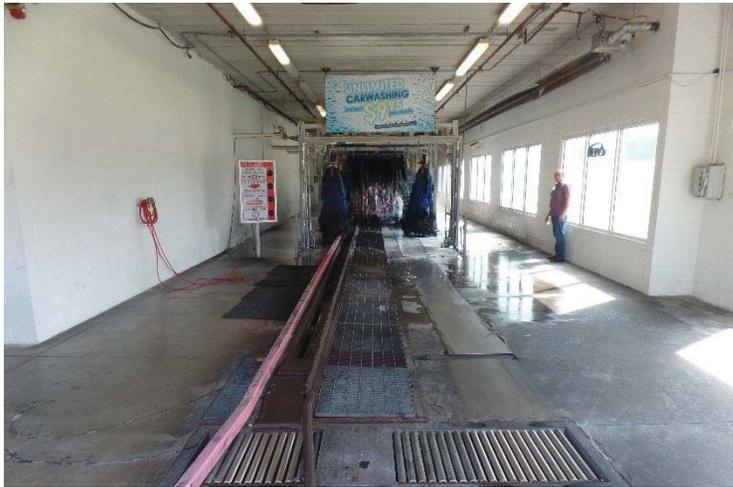
**A1.2**

**EXHIBIT III – SWIFT WASH BEFORE & AFTER PHOTOS**

**BEFORE & AFTER PHOTOS**  
**FROM SWIFT WASH'S RECENT PROJECTS**



**BEFORE & AFTER PICTURES**  
**FROM SWIFT WASH'S RECENT PROJECTS**



**EXHIBIT IV – SWIFT WASH LANDSCAPING**

## SWIFT WASH LANDSCAPING



**SWIFT WASH LANDSCAPING**



## SWIFT WASH LANDSCAPING



**SWIFT WASH LANDSCAPING**



**EXHIBIT V – PROPOSED VACUUMS**

## PROPOSED VACUUMS



## PROPOSED VACUUMS

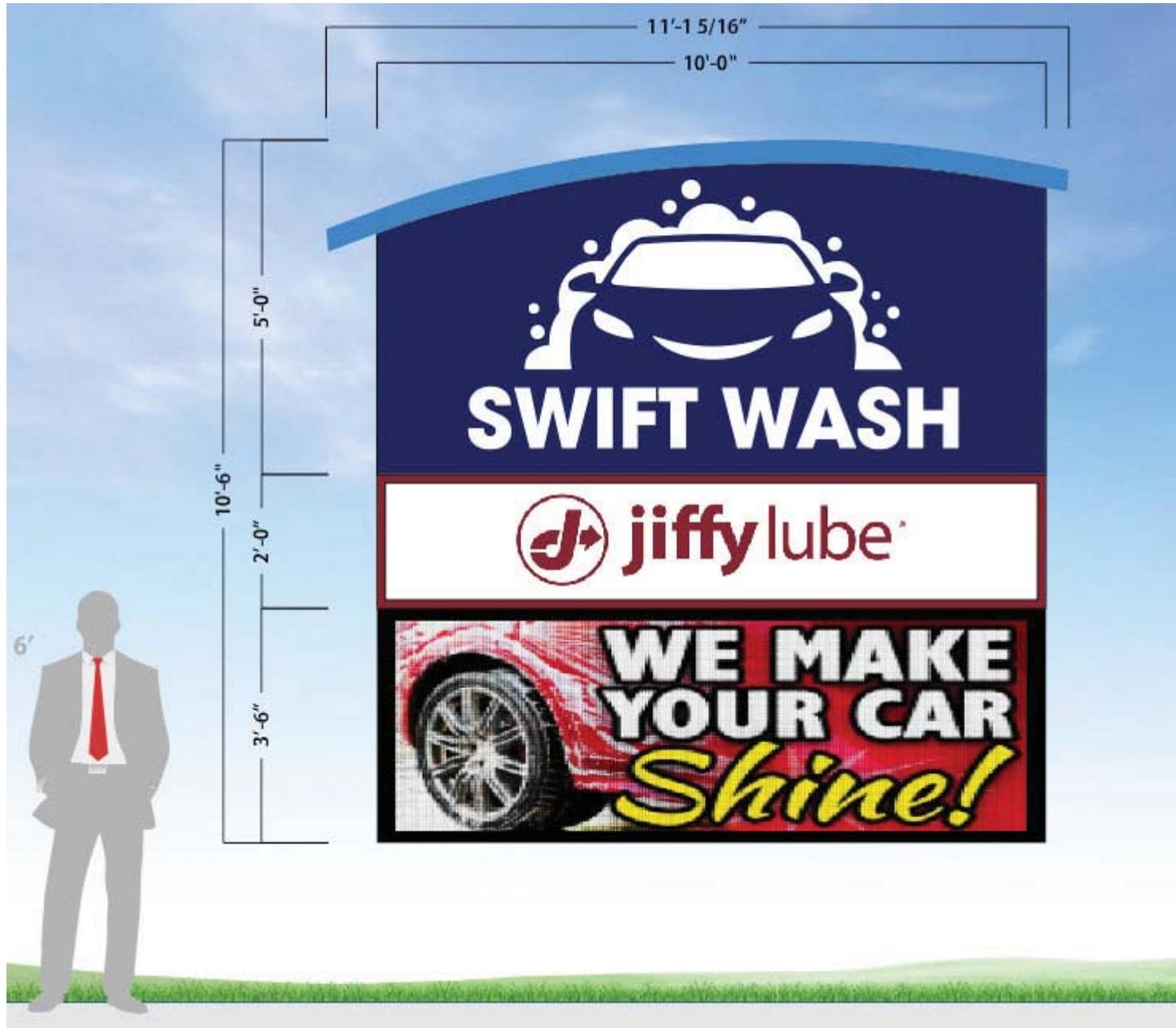


## PROPOSED VACUUMS WITH SIGNAGE

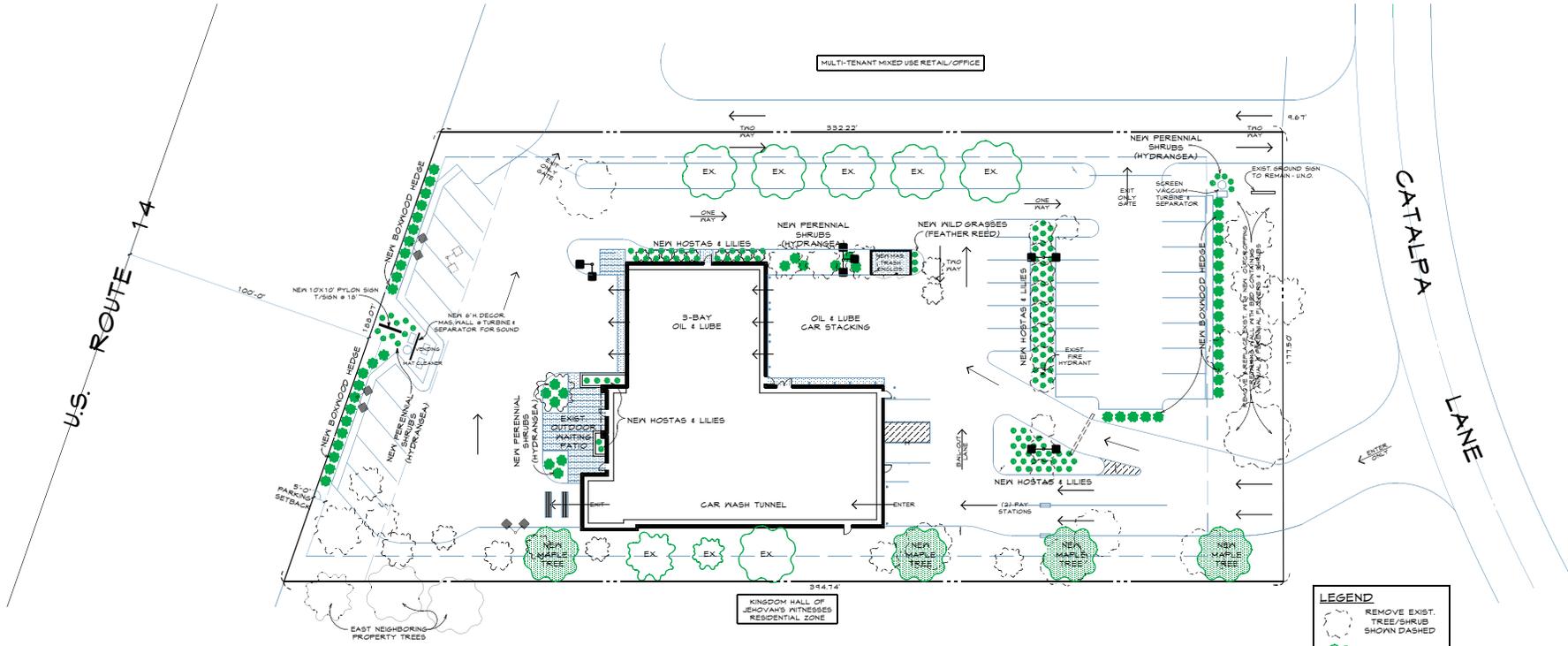


**EXHIBIT VI – PROPOSED SIGNAGE**

# PROPOSED SIGNAGE



**EXHIBIT VII – PROPOSED LANDSCAPING PLAN**



**proposed landscape plan n- 1"= 20'**

• SITE INFO TAKEN FROM 'ALTA/NSPS LAND TITLE SURVEY' DATED JUNE 10, 2020 AS PREPARED BY VANDERSTAPPEN LAND SURVEYING, INC., LICENSED ILLINOIS LAND SURVEYOR  
 • DO NOT SCALE DRAWINGS, USE ONLY FIGURED DIMENSIONS, AND FIELD VERIFY PRIOR TO ANY BIDDING AND/OR WORK!

**LEGEND**

- REMOVE EXIST. TREE/SHRUB SHOWN DASHED
- EXIST. TREE/SHRUB TO REMAIN
- PROPOSED TREE/SHRUB

Design Firm License No. 184 - 002185

LOT 5: CATALPA COMMONS  
**proposed bldg. renovation**  
**for SWIFT WASH, LLC**  
 U.S. ROUTE 14 & CATALPA LANE  
 WOODSTOCK, ILLINOIS

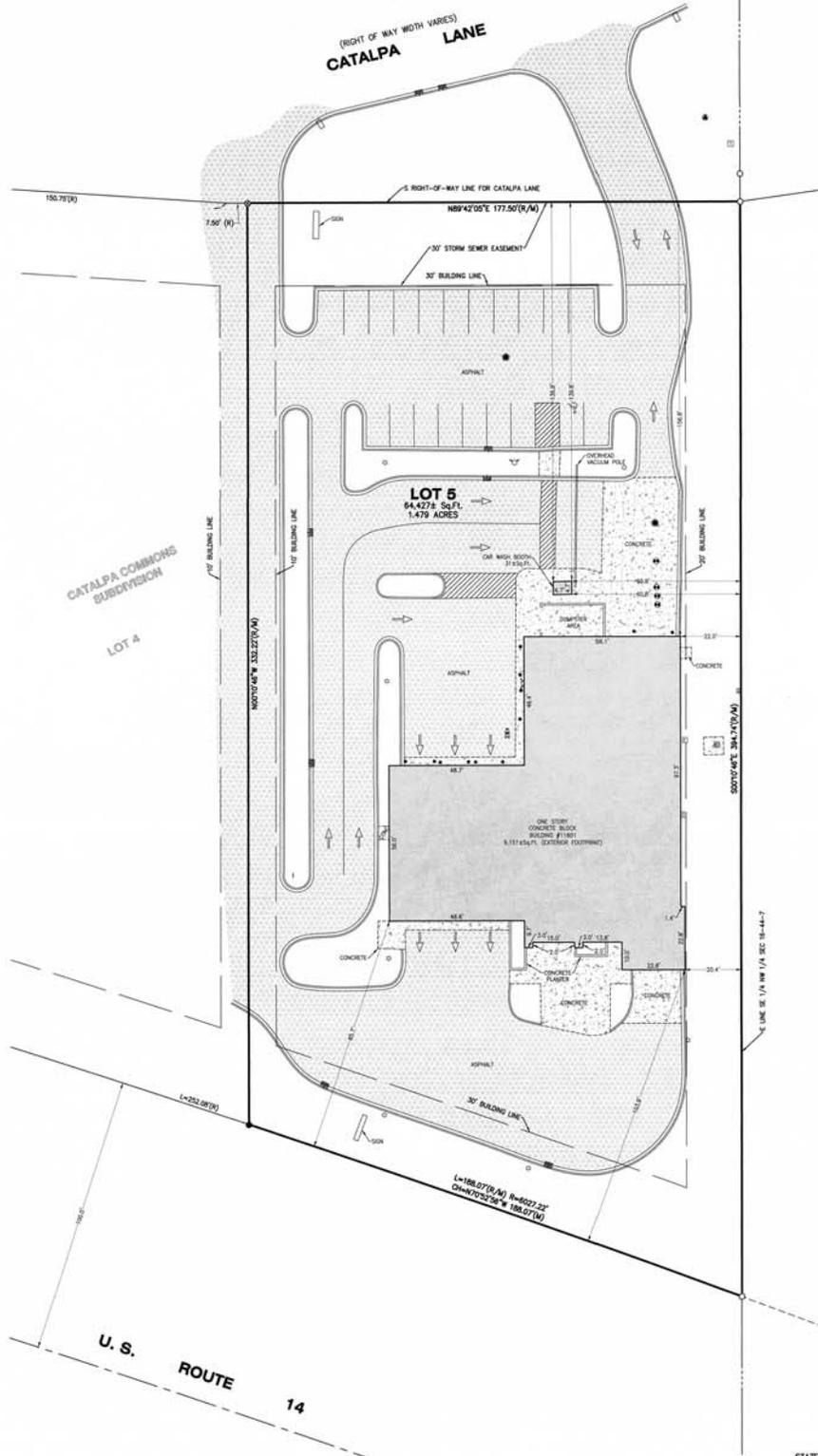
PROJECT NO.	REVISION	DATE	DESCRIPTION
2094		24 JUL 20	ZSA REVIEW
		24 JUL 20	ZSA REVIEW
			BRP/LAF
CONTENTS: PROPOSED LANDSCAPE PLAN			

**L1.1**

**EXHIBIT VIII – SURVEY**

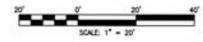
# ALTA/NSPS LAND TITLE SURVEY

Lot 5 of Catalpa Commons, being a Subdivision of part of the Northwest Quarter of Section 16, Township 44 North, Range 7 East of the Third Principal Meridian, according to the Plat thereof recorded as Document 2003W0156765 in McHenry County, Illinois.



- SURVEYOR'S NOTES**
- The legal description and utility easements shown hereon have been provided by Greater Illinois Title Company, Commitment policy #00001023 dated February 9, 2016. The title information shown hereon is exclusively that provided to the Surveyor by the Title Insurer or the client. The Surveyor does not warrant the exact location of the Utility Easements shown hereon, but does state that they are located as accurately as possible from the information provided.
  - Based on Flood Insurance Rate Map, Panel No. 17111C0200L, dated November 16, 2006, the subject property lies within Zone "X", areas determined to be outside the 0.2% annual chance floodplain.
  - Distances are marked in feet and decimal places thereof, no dimension shall be assumed by scale measurement hereon. Distances and/or bearings shown with a "D" in parentheses (D) are record or deed values, not field measures.
  - Compare this plat, legal description and all survey monuments before building, and immediately report any discrepancies to the surveyor.
  - The location of the property lines shown on the face of this plat are based on the legal description contained in the title commitment and shown hereon. This information has been furnished by the client and compared to record deeds to check for gaps and/or overlaps. However, this survey may not reflect historical matters of title and ownership that have not been disclosed by the title commitment.
  - Only the improvements which were visible from above ground at time of survey and through a normal search and walk through of the site are shown on the face of this plat. Lawn sprinkler systems, if any, are not shown on this survey.
  - Manholes, inlets and other utility rims or grates shown hereon are from field location of such, and only represent such utility improvements which are visible from above ground survey at the time of survey, through a normal search and walk through of the site. The labeling of these manholes (sanitary, water, etc) are based solely on the "stamped" markings on the rim. No underground observations have been made to verify the actual use or existence of underground utilities.
  - Surface indications of utilities on the surveyed parcel have been shown. Underground and offsite observations have not been made to determine the extent of utilities serving or existing on the property, public and/or private records have not been searched to provide additional information. Overhead wires and poles (if any) have been shown, however their function and dimensions have not been shown.
  - This survey may not reflect all utilities or improvements, if such items are hidden by landscaping, or are covered by such items as dumpsters or trailers or when the site was covered with snow. At the time of survey, the site was not covered by snow.
  - Underground utilities shown hereon are based on point or flag markings provided by others. This survey makes no statement regarding the actual presence or absence of any service or utility line. Controlled underground exploratory effort together with "X" markings is recommended to determine the full extent of underground service and utility lines. Contact J.U.L.I.E. at 1-800-892-0123.
  - Restrictions that may be found in local buildings and/or zoning codes have not been shown. Height and bulk restrictions (if any) have not been shown. Only those setback restrictions shown on the recorded subdivision plat or in the title commitment have been shown.
  - There is a total of 20 stippled parking spaces for cars, including 1 of which are marked handicapped and none of which are for motorcycles. (Pertains to Table A, Item 9)
  - There was no observable evidence of earth moving work, building construction or building additions at time of fieldwork. (Pertains to Table A, Item 16)
  - There were no observable evidence of street or sidewalk construction at the time of survey. No information was provided to the surveyor to suggest right of way changes. (Pertains to Table A, Item 17)
  - Exceptions (1), (4), (5), 1, 8, 9 are not survey related. (See documents for particulars)
  - Exceptions (2), (3), 2, 3, 6 are blanket in nature. (See documents for particulars)
  - Exceptions 4, 5, 7 are platted. (See documents for particulars)

LEGEND	
■	BUILDING
●	CATCH BASIN
■	CURB INLET
■	ELECTRIC METER
—	FIRE CONNECTION
—	FIRE HYDRANT
●	FOUND IRON BAR
○	FOUND IRON PIPE
○	FOUND IRON NAIL
■	GAS METER
○	HANDICAP
○	LIGHT
■	MAIL BOX
●	SANITARY MANHOLE
+	SIGN
■	TELEPHONE RISER
■	TRANSFORMER
■	TV RISER
■	VALVE VAULT
■	WATER VALVE
(D)	DEED
(X)	RECORD
(M)	MEASURE



STATE OF ILLINOIS )  
                                  ) S.S.  
COUNTY OF MCHENRY )

Certified to: 1) Greater Illinois Title Company  
                  2) Homestar Bank and Financial Services

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 7a, 7b), 8, 9, 11 (observed evidence only), 14, 16 & 17 of Table A thereof. The field work was completed on June 10th, 2020.

Dated this 11th day of June, A.D., 2020.

VANDERSTAPPEN LAND SURVEYING INC.  
Design Firm No. 184-002782

*Arthur P. Grtmacker*  
ARTHUR P. GRTMACKER, 035-003857  
PROFESSIONAL LAND SURVEYOR

CLIENT: DECK, BARON & PROVOST-REGAS  
DRAWN BY: SES      CHECKED BY: APG  
SCALE: 1"=20'      SEC. 16, T. 44, R. 7 E.  
BASIS OF BEARING: ASSUMED  
P.L.N.: 13-16-177-005  
JOB NO.: 200425      I.D. ALT  
FIELDWORK COMP.: 8/10/2020      PG.  
ALL DISTANCES SHOWN IN FEET AND DECIMALS      REV. 388983  
PARTS THEREOF CORRECTED TO 87.7

1:\PLT\2020\200425\200425\_PLOT01.DWG    1:\PLOT\2020\200425\200425\_PLOT01.DWG    1:\PLOT\2020\200425\200425\_PLOT01.DWG

**ORDINANCE NO. 20-O-\_\_\_\_\_**

***An Ordinance Granting a Variation from UDO Section 7B.2.10 (Car Wash, Truck Wash - Supplemental Use) to allow the installation of car vacuums in areas visible from Catalpa Lane and US Route 14.***

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, SWRE Woodstock, LLC (the “Petitioner”) has petitioned the City of Woodstock for a variation from Section 7B.2.10 of the Unified Development Ordinance (“UDO”) to allow the installation of car vacuums in areas visible from Catalpa Lane and US 14; and

WHEREAS, pursuant to Section 4.5 of the Unified Development Ordinance, a variation(s) may be granted from the strict application of the UDO requirements after a public hearing and consideration of the circumstances warranting the granting of the variation(s); and

WHEREAS, a public hearing was held by the Woodstock Zoning Board of Appeals, after due notice in the manner provided by law; and

WHEREAS, having determined the standards for the zoning variation were addressed by the petitioner, and having incorporated those findings-of-fact into its vote, the Zoning Board of Appeals did recommend the petition for the variation from Section 7B.2.10 (Car Wash, Truck Wash - Supplemental Use) of the UDO be granted (5-1 vote); and

WHEREAS, the City Council has considered the evidence submitted by the Petitioner and presented at the public hearing, as well as the recommendations of the Zoning Board of Appeals, and has determined that the Petitioner’s request should be granted.

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

SECTION 1: A variation from a provision of the Woodstock Unified Development Ordinance Section 7B.2.10 (Car Wash, Truck Wash - Supplemental Use) to allow the installation of car vacuums in areas visible from Catalpa Lane and US Route 14.

SECTION 2: The report, recommendations, and findings of fact of the Zoning Board of Appeals

on the issuance of the variations pursuant to the petition are on file in the City Hall as a part of the official record of the proceedings.

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:

\_\_\_\_\_  
Mayor Brian Sager, Ph.D.

Attest:

\_\_\_\_\_  
City Clerk Cindy Smiley

## 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 Granting a Variation from UDO Section 7B.2.10 (Car Wash, Truck Wash - Supplemental Use) to allow the installation of car vacuums in areas visible from Catalpa Lane and US Route 14*** was duly passed by said City Council.

The pamphlet form of Ordinance Number 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. 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 \_\_\_\_\_, 2020.

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

(SEAL)



**Department of Public Works**  
326 Washington Street  
Woodstock, Illinois 60098

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www.woodstockil.gov

To: Mr. Roscoe Stelford, City Manager  
From: Christopher Tiedt, City Engineer  
Re: **Change Order #1 – 2020 Street Resurfacing Program**  
Date: August 18, 2020

The City utilized a unit-price bid to award the contract associated with its 2020 Street Resurfacing Program versus a fixed-price bid. Under the unit-price method, the engineer calculates the estimated quantities needed for various pay items, and the bidders then provide the unit price for each of the pay items. However, it is normal under almost all construction contracts that there will be some variation of the final quantities of work required to complete each contract, and there may be the need for some additional work that was not identified at the time of the bids. As a result, it is not uncommon to encounter the need for an adjustment of the contract price during and at the end of a construction project based on the work that was actually completed and documented by the City Engineer. This adjustment of the contract price is authorized using change orders.

During the floor discussion at the August 4, 2020 meeting, the City Council was notified of an emergency expenditure as required per City Code (*City Code Section 1.6a.5.2(4)*) to repair the underlying base so that the resurfacing work could be completed and Banford Road could be reopened.

Poor soil conditions in the sub base soils were identified by the City's Consulting Engineer on Banford Road after the existing road surface had been milled off. Despite completing soil borings and pavement cores along Banford Road during the preliminary design stage, these concerns were not known until the sub base was exposed. These unsuitable soil conditions existed throughout the eastern half of Banford Road and posed safety concerns for the general public. Due to these concerns and soil conditions, Banford Road was fully closed down until these conditions could be corrected. Soil stabilization methods were utilized to correct these poor soil conditions so that Banford Road could be reopened and that the base materials could properly support the new binder and surface course that are to be installed as part of the 2020 Street Resurfacing Program.

The following change order was prepared by Public Works and executed by the City Manager to expedite these emergency repairs. The required change order is now being submitted for affirmation to document a change to the scope of the improvements to include the soil stabilization in certain locations.

The City is obligated to determine that at least one of the following conditions exists to approve a change order that results in a net increase or decrease in the cost of construction by \$10,000 or more, or that the time of completion is increased or decreased by 30 days or more:

- The circumstances, which necessitate the change, were not reasonably foreseeable at the time the contract was signed;
- The change is germane to the original contract as signed; and/or
- The change is in the best interest of the City.

This change order results in an increase in cost based on the contract for the street resurfacing amount previously approved by the City Council.

Available funds for FY20/21 resurfacing total \$11,206,400 from the General – CIP Fund Budget under line item #82-08-7-703. On April 7, 2020, the City Council awarded a contract to Plote Construction, Inc., Hoffman Estates, IL in the amount of \$8,632,329.54 to complete the 2020 Street Resurfacing Program.

The changes made with this change order were not foreseen at the time the contract was awarded, all work completed falls within the general scope and project limits of the original contract, and the change order is in the best interest of the City.

**Therefore, it is recommended that the attached Resolution, identified as Document #: 5, affirming the City Manager's emergency execution of Change Order #1, which authorized an increase of \$47,784 to the original contract amount of \$8,632,329.54, be approved.**

Cc: Jeff Van Landuyt



Reviewed and Approved by:

*Roscoe C. Stefford III*  
City Manager

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING A CHANGE ORDER IN THE  
CONTRACT FOR 2020 STREET RESURFACING PROGRAM**

**WHEREAS**, the City Council of the City of Woodstock, McHenry County, Illinois, on April 7, 2020 authorized the Mayor and Clerk to enter into a contract (the “Contract”) with Plote Construction, Inc., (the “Contractor”) that exceeded \$10,000; and

**WHEREAS**, pursuant to the terms of the Contract, the Contractor agreed to provide all labor, equipment, supplies, and related items to complete the resurfacing of all streets identified in the 2020 Street Resurfacing Program; and

**WHEREAS**, since that Contract was approved by the City Council, the scope of services to be provided by the Contractor needs to be revised, necessitating an increase in the contract amount and a change order in the Contract; and

**WHEREAS**, the Contractor is to make the changes requested by the City; and

**WHEREAS**, pursuant to 720 ILCS 5/33E-9, Change orders, the City Council finds (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the Agreement was entered; and (2) the change is germane to the original Agreement as signed, and (3) the change order is in the best interest of the City; and

**WHEREAS**, 720 ILCS 5/33E-9 requires that any change order be made in writing.

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

That the provisions outlined in the attached Change Order No. 1, dated August 4, 2020 and previously executed by the City Manager via the City’s Emergency Authorization Procedures is hereby ratified and affirmed, incorporating said proposal.

Passed this 18<sup>th</sup> day of August, 2020.

- Ayes:
- Nays:
- Abstentions:
- Absentees:

\_\_\_\_\_  
Brian Sager, Ph.D., Mayor

Attest:  
\_\_\_\_\_  
City Clerk



# City of WOODSTOCK

Department of Public Works  
326 Washington Street  
Woodstock, Illinois 60098  
815/338-6118 • fax 815/334-2263  
publicwrksdir@woodstockil.gov  
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## CHANGE ORDER NO. 1 2020 STREET RESURFACING PROGRAM

Owner: City of Woodstock  
Contractor: Plote Construction, Inc.  
Date of Contract Award: April 7, 2020

On April 7, 2020 the City Council of the City of Woodstock awarded the contract to provide and install certain improvements for the resurfacing of City Streets.

The City has determined that it will be beneficial to change the scope of the improvements to include soil stabilization in certain locations; and it has been determined that;

- 1) The circumstances necessitating this change were not reasonably foreseeable at the time the contract was awarded; and
- 2) This change is germane to the original contract as approved and signed by the City of Woodstock;
- 3) This change is in the best interest of the City; and
- 4) This change order will be taken to the August 18, 2020 City Council meeting for approval by the City Council.

Both the City of Woodstock and the Contractor agree that all terms, conditions, and specifications included with the bid documents and plans shall remain unchanged.

Contract amount as awarded	\$ 8,632,329.54
Amount of this change order, not to exceed	\$ 47,784.00
Final contract amount	\$ 8,680,113.54

Approved By City of Woodstock:

\_\_\_\_\_  
City Manager



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To: Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

Re: **Award of Contract for Roof Repair and Replacement at the First Street Water Treatment Plant**

Date: August 12, 2020

Late last year plant operators noticed that the ceiling above the iron removal filters at the First Street Water Treatment Plant was detaching itself from the ceiling joists. When the Plant Operators investigated further they found that the ceiling joists were rotting despite the fact that there were no visible signs of a water leak. The City Council approved a contract at their November 5, 2019 meeting to pull down the ceiling and dispose of it in an effort to visually inspect all the roof framing members from the inside of the building. After doing so, it became apparent that some of the roof framing members had rotted necessitating the need to reconstruct an area of the roof approximately 2500 square feet in size. Further investigation revealed the need for reconstruction and repair of masonry parapet walls. Because of the extent of the work and the need for structural evaluation and engineering, the City hired Wold Architects and Engineers to create plans and specifications for bidding in addition to construction administration services for this project.

In the approved FY20/21 Utility Fund CIP line item #61-00-7-705 titled Water Treatment Plant Maintenance, \$480,000 was budgeted for this roof project, the construction of new underground brine tanks, and design engineering for a water booster station on Lake Avenue. There are ample funds to complete this project and the alternates.

On Wednesday, August 12, 2020, bids were opened. The City received seven competitive bids to reconstruct the damaged areas. This specific activity represents costs described in the "base bid." Once Wold began inspecting the facility, it was obvious that other roof work not related to the work described in the "base bid" was needed. In order to consider these repairs Wold created an Alternate No 1 (replace Roof #3) and an Alternate No 2 (replace Roof 1A).



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Bid results are as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Alt No1</u>	<u>Alt No2</u>
Northwest Contractors, Inc. Hampshire, IL	\$128,315	\$40,300	\$14,670
Toler Construction Arlington Heights, IL	\$139,000	\$44,750	\$20,460
Efraim Carlson & Son Libertyville, IL	\$133,800	\$56,500	\$33,700
Central Lakes Const. Co., Inc. Prospect Heights, IL	\$164,440	\$54,915	\$17,770
Larson & Larson Builders, Inc. Loves Park, IL	\$158,156	\$66,460	\$19,300
Wm. Tonyan and Sons, Inc. McHenry, IL	\$220,000	\$58,000	\$32,000
L. Marshall Roofing & Sheet Metal Glenview, IL	\$224,000	\$65,000	\$28,000

Based upon the bids that were received, Northwest Contractors, Inc., Hampshire, IL submitted the lowest base bid. The base bid includes \$30,000 to cover costs for unforeseen conditions. Northwest Contractors, Inc., is also the apparent low bidder with the acceptance of Alternate No. 1 and No. 2. Acceptance of the alternates does not change the low bidder. Wold has worked with Northwest Contractors, Inc., on two jobs previously and they find no reason not to consider them as the “lowest responsible bidder.” Based upon the favorable bid results and available budgetary funds, Alternate No. 1 and Alternate No. 2 should be completed to prevent further deterioration of other roof areas on the aging building.

**Therefore, it is recommended that a contract be awarded to Northwest Contractors, Inc., Hampshire, IL for all roof repair and construction as described in the plans and specifications for Woodstock Water Treatment Plant Roof Repair, identified as the “base bid, Alternate No. 1, and Alternate No. 2,” for a total contract amount not-to-exceed \$183,285.**

c: Will Smith  
All Bidders



Reviewed and Approved by:

*Roscoe C. Stefford III*  
City Manager

**Department of Public Works**  
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To: Mr. Roscoe Stelford, City Manager

From: Christopher Tiedt, City Engineer

**Re: Cancellation of Contract with RoadSafe Traffic Systems for the 2020 Pavement Marking Program and Award of Bid for 2020 Pavement Marking Program to Preform Traffic Control Systems, Ltd.**

Date: August 11, 2020

Pavement markings on City streets and in parking lots is a safety measure, which is in place to help protect the motoring public. These markings fade over time due to regular vehicular travel and intermittent weather, and need to be restriped. For this reason, Public Works has committed to performing maintenance on a semi and annual basis for approximately 117 miles of City streets. A portion of these services must be contracted, which include centerline markings, crosswalks, stop bars, arrows, edge lines, and special markings such as turn lanes. The approved FY20/21 MFT budget includes \$90,000 in line item #12-00-5-580 for contracted services to complete pavement marking maintenance.

In addition to this necessary annual maintenance, unit pricing for pavement markings was not included in the 2020 Road Resurfacing contract that is currently being completed by Plote Construction and all those streets that are being resurfaced as part of this program will need to be restriped. Unit pricing will be included in future road resurfacing contracts to restripe all resurfaced street and will not be part of the City's annual maintenance program.

As part of the Municipal Partnering Initiative (MPI), the McHenry County Department of Transportation (MCDOT) along with several other McHenry County municipalities, jointly bid out a contract for pavement marking and awarded a contract to RoadSafe Traffic Systems, Inc. It is common practice with the joint bid process for municipalities within the MPI that do not participate in the original joint bidding process to award contracts utilizing the Unit Pricing of the MPI's joint bid contractor.

While the City of Woodstock did not directly participate in this MPI bid for Pavement Marking, staff recommended to the City Council at the June 2, 2020 to award a contract with the MPI's joint bid contractor, RoadSafe Traffic Systems, Inc., to complete the City of Woodstock's Pavement Marking Program this year. Since that meeting, RoadSafe Traffic Systems, Inc. informed City



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staff that they will not have the capacity to complete the City of Woodstock's Pavement Marking Program this year and would, therefore, not enter into a contract with the City.

Without a contract in place, City staff decided to bid this work out in order to complete the necessary annual maintenance and restriping needed for the 2020 Road Resurfacing program this work this year.

The following bids were received on August 11<sup>th</sup> for the 2020 Pavement Marking Program.

<b><u>BIDDER</u></b>	<b><u>BID AMOUNT</u></b>
Precision Pavement Marking, Pingree Grove, IL	\$ 227,585.70
Preform Traffic Control Systems, Ltd., Elk Grove Village, IL	\$ 102,269.36

The lowest responsible bidder in 2020 is Preform Traffic Control Systems, Ltd., Elk Grove Village, IL at a bid price of \$102,269.36. When comparing contract totals using the unit prices obtained as part of this bid with the unit prices awarded in the MPI contract, a 6% overall savings will be realized by the City of Woodstock in using the unit pricing provided with the Preform Traffic Control Systems, Ltd. bid versus the MPI bid unit pricing.

The City is familiar with this contractor as has previously awarded a contract to Preform Traffic Control Systems, Ltd for pavement marking in years past with favorable results. The City of Woodstock reserved the right within the Special Provisions of the Contract to add or delete and/or reduce the awarded (plan) quantity of any item in its entirety or partially. City staff will work with the contractor and reduce contract quantities to ensure that this contract stays within the budgeted amount of \$90,000.

**It is therefore recommended that the contract for the 2020 Pavement Marking Program previously awarded to RoadSafe Traffic Systems, Romeoville, IL be cancelled and that a contract for the 2020 Pavement Marking Program be awarded to the lowest responsible bidder, Preform Traffic Control Systems, Ltd., Elk Grove Village, IL, in accordance with the unit prices as submitted for an amount not-to-exceed \$90,000.**

It is anticipated that this contract will be completed prior to October 31, 2020, assuming favorable weather conditions.

Cc: Jeff Van Landuyt



Reviewed and Approved by:

*Roscoe C. Stefford III*  
City Manager



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To: Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

Re: **Award of Contract to Chicagoland Paving Contractors, Inc. for Pavement Skip Patching in 2020**

Date: August 12, 2020

Each year the City of Woodstock administers a street resurfacing program. This program is geared toward large sections of pavement usually defined by one city block in length. In some cases, the pavement failure may only encapsulate a small area within the city block eliminating the need to expend funds to resurface all of it. It is in these cases that the City employs a program referred to as “skip patching.” Skip patching is only considered when the area adjoining the failed section has a service life of five years or more. The City can stretch its resurfacing dollars through the implementation of this smaller asphalt patching program. There are many roads within the City’s jurisdiction that only require skip patching to bring the street back to one that may be considered “good” or “very good.” Skip patching consists of the removal of defined sections of failed pavement followed by the installation of three inches of new hot mix asphalt surface.

In the approved FY20/21 Motor Fuel Tax Budget, line item #12-00-7-722 titled “Skip Patching,” \$51,000 is appropriated to facilitate some pavement patching outside of the larger street resurfacing contract. As with most bid documents, the quantities in the bid are estimated quantities only, final payment to the contractor is made based upon work actually completed and accepted by the City of Woodstock.

In 2019, the City of Woodstock participated in a joint bid administered by the McHenry County–Municipal Partnering Initiative (MC-MPI). The MC-MPI participants include Directors, Engineers, Superintendents, etc., from other municipalities and the Conservation District in McHenry County. Several members of this initiative solicited bids for pavement patching to meet their individual community needs and budget amounts. The bid included an alternate bid



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providing unit costs for work to be completed in 2020. Results from that joint bid were as follows:

2020					
Description	Unit	Chicagoland Paving Contractors, Inc.	Schroeder Asphalt Services, Inc.	J.A. Johnson Paving Company	Curran Contracting Company
		Unit Price	Unit Price	Unit Price	Unit Price
Class D Patch, 3-inch	Yd <sup>2</sup>	\$26.50	\$29.00	\$30.45	\$40.00

As indicated by the 2020 bid results, four bidders submitted proposals indicating their interest in fulfilling the combined MC-MPI contracts. The lowest responsible bidder was Chicagoland Paving Contractors, Inc., at the bid price of \$26.50/yd<sup>2</sup>. Chicagoland Paving Contractors, Inc., was very proficient in administering the 2019 contract and based upon this experience the City had hoped that there would be an opportunity to work together again in the future.

**Therefore, it is recommended that a contract for pavement patching be awarded for an amount not-to-exceed \$51,000 to Chicagoland Paving Contractors, Inc., adhering to the unit cost specified in the contract for calendar year 2020 as submitted in the 2019 MC-MPI joint bid.** The Street Superintendent and the City Engineer shall determine the areas to be considered for pavement patching completed through this contract.



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager

- c: Chris Tiedt
- Roger Vidales
- Chicagoland Paving Contractors, Inc.



**Department of Public Works**  
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To: Roscoe Stelford, City Manager  
From: Jeff Van Landuyt, Public Works Director  
Re: **Award of Contract for Sidewalk Removal and Replacement**  
Date: August 12, 2020

Not unlike City streets, Woodstock has an obligation to make certain improvements to public sidewalk within the rights-of-way. Each year the Public Works Street Division completes some of this work and in order to keep pace with reported issues from residents, a contract for additional work is also recommended. Sidewalk improvements benefit the aesthetics of city-owned rights-of-way and they ensure the safety of pedestrians. This program must be administered annually if the City plans to keep pace with sidewalk maintenance needs.

In order to facilitate a sidewalk removal and replacement program in 2018, the City of Woodstock participated in a joint bid administered by the McHenry County Municipal Partnering Initiative (MC-MPI). From this group, the Village of Cary took the lead on securing competitive bids on behalf of the City of Woodstock, the Village of Huntley, the Village of Fox River Grove, and the Village of Cary. Bidding with other communities increases the volume of work, which helps to reduce unit prices. The bid specifications included unit costs for the 2018 program along with an option for 2 – one-year contract extensions in 2019 and 2020. Bids were opened on March 15, 2018 at the Cary Village Hall whereby six (6) contractors submitted competitive bids for consideration. Bids received for the 2020 program are described as follows:

<u>Contractor</u>	<u>SQ FT 4” Sidewalk R&amp;R</u>	<u>SQ FT 6” Sidewalk R&amp;R</u>	<u>LIN FT Curb &amp; Gutter</u>	<u>ADA Panels</u>
Globe Construction	\$7.00	\$7.25	\$30.00	\$190/EA
Upland Construction	\$8.30	\$9.30	\$34.50	\$240/EA
RAI Concrete, Inc.	\$10.00	\$12.00	\$40.00	\$400/EA
Schroeder & Schroeder	\$9.64	\$9.91	\$40.71	\$508.83/EA
Strada Construction	\$11.00	\$11.00	\$41.00	\$175/EA
Alliance Contractors	\$16.50	\$17.50	\$100.00	\$300/EA



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In reviewing the bids that were received, Globe Construction is the lowest responsible bidder. Their unit bid prices will yield the removal and replacement of approximately 2,000 square feet of sidewalk and 145 lineal feet of curb in 2020 if a contract is approved. Globe Construction was awarded a contract for sidewalk removal and replacement in 2018 and 2019. Their work was of good quality and again in 2020, their work will be monitored, inspected, and controlled by Public Works staff. For comparison purposes, last fiscal year (FY19/20) contract prices under this contract were \$6.45/sq. ft. for 4" sidewalk; \$6.90/sq. ft. for 6" sidewalk; \$29.00/lin. ft. for curb & gutter; and \$150 for the installation of each ADA panel.

In the proposed FY20/21 Motor Fuel Tax budget, \$35,000 has been appropriated in line item 12-00-7-721, titled Sidewalk Replacement. Unit prices multiplied by the quantities provided by Woodstock's Interim Street Superintendent will result in a contract for the 2020 program totaling an estimated \$19,000. Final payment to the contractor will be made based upon work actually completed and accepted by the City. This work will be in addition to the work completed by Street Division employees with a common goal of improving the condition of sidewalk throughout the community.

**Therefore, it is recommended that the City Council approve a contract for the removal and replacement of sidewalk and the installation of curb in 2020 at the unit prices as submitted and based upon quantities estimated by the City of Woodstock and MC-MPI partners to Globe Construction for a total contract amount not-to-exceed \$19,000.**

c: Jeff Van Landuyt  
Tom Migatz  
All Bidders



Reviewed and Approved by:

*Roscoe C. Stefford III*  
City Manager

# Memo

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

**From:** Paul Christensen, Assistant City Manager/Finance Director

**Date:** August 10, 2020

**Re:** Transmittal of the Fourth Quarter Financial Reports

---

Included in tonight's Council packet are two sets of quarterly reports; one for the 4<sup>th</sup> quarter of FY19/20 and one for the 1<sup>st</sup> quarter of FY20/21. Since both reports are being presented at once, external economic conditions will only be presented in the 1<sup>st</sup> quarter of FY20/21 and not in the 4<sup>th</sup> quarter FY19/20 reports.



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager

**City of Woodstock**  
**Quarterly Revenues & Expenditures Report**  
For the Twelve Months Ended April 30, 2020



**For the Twelve Months Ended**  
**May 1, 2019 – April 30, 2020**

City of Woodstock  
121 W. Calhoun  
Woodstock, IL 60098  
(815)338-4300

# **City of Woodstock**

## **Revenues, Expenditures and Transfers**

### **Budget Vs. Actual - Narrative**

#### **For the Fiscal Year Ended April 30, 2020**

### **Overview**

At this time, except for some audit journal entries that will need to be completed and a few straggling bills, all revenue and expenses for FY19/20 have been accounted for by the City. Total City revenues ended FY19/20 at \$34,318,930 or 0.3% above budget. Actual total City expenditures ended the fiscal year at \$31,315,646, 88.1% of the authorized budget amount.

Despite COVID-19 affecting the City for essential the last month and half of the Fiscal year, revenue figures held up remarkably well. For instance, regular sales tax was only down 3.2% and Home Rule Sales tax was also only down 10.2% for April 2020 from what was received in April 2019.

In comparison with FY07/08, prior to the onset of the recession, the final expenditures are nearly \$3.3 million less in FY18/19 if the transfer to the Police Pension Fund is excluded, as it had been in FY07/08, and expenses for providing garbage totter service are also removed, which is covered by bills residents receive from the City. This decrease is due in large part to the City's constant effort to control costs, combined with the proactive review of all expenditures resulting in reductions to overtime and other purchases as well as postponing the filling of non-essential positions.

Sales tax ended the fiscal year at 99.7% of budget. Excluding sales tax rebates, the Home Rule portion that is allocated to the General Corporate – CIP Fund ended the fiscal year at 96.2% or \$106,200 short of budget, while the regular portion that is recorded in the General Fund was over budget projections at 100.6% of budget or \$28,600. If the sales tax rebates are factored in, regular sales tax would increase to being \$85,500 over budget.

Income tax revenue were above budget at 107.6% along with other taxes at 114.3%. The increase in other taxes can be attributed to use tax and MFT allotments. Part of the use tax increase is due to the Supreme Court case of *South Dakota V. Wayfair*, which requires sales tax to be collected on a large portion of internet sales. The MFT increase in revenue can be attributed to the increase of 19 cents per gallon the State put into effect as of July 2019, which had not been budgeted for and per Council direction has been pledged for the \$10 million bond issue to pay for the 2020 road improvements. Offsetting part of the use tax increase was the continued decline in telecommunication tax revenue as residents remove land lines from their homes at a faster rate than budget figures have anticipated.

Building permit fees ended the fiscal year above budget at 121.1% of budget. However, the building permits being issued are for renovations and not for new construction. As a result of this factor, impact fees are significantly below budget at 53.1% of budget.

The City Administration continues to monitor on a monthly basis the financial performance of all funds and modifies the timetables for projects that are waiting on funding. Actively managing the City's finances results in minimizing deficit spending.

Detailed discussions regarding revenues, expenditures, and ending cash balances are included below. It is important to note that the Police Pension Fund is not included in this report. This decision was made to focus attention on the City's operating funds and eliminate the significant variances that could occur year to year depending on investment performance.

## **Budget vs. Actual – Revenues & Expenditures (Refer to Page 6)**

The highlights from the fourth quarter of FY19/20 include:

Overall, out of the City's thirty (30) funds, twelve (12) funds exceeded their budgeted revenues, while only six (6) funds have ended the fiscal year exceeding budgeted expenditures. This is a direct response of the COVID-19 pandemic, which significantly reduced revenue received in the last month and half of the fiscal year and as a result City Staff took immediate action to reduce expenditures to compensate for this loss of revenue.

The General Corporate Fund's revenues of \$11,181,173 represent 104.9% of budgeted revenues. This is an overage of \$520,873. A large part of this overage can be attributed to income tax, use tax, replacement tax, sales tax, interest income, and miscellaneous income. A noteworthy cause of the increase in miscellaneous income was a result of money received from IMET to settle out the fraud case that happened a number of years ago. When the fraud occurred the City's auditors required the City to write off the stolen money as an expense, and now that a portion has been recovered, it needs to be recorded as a revenue source.

There were four (4) departments reported within the General Fund that exceeded their budget allocation. The first is the City Hall Department that exceeded its budget at 146.2% as a result of heating repairs to numerous different HVAC units at City Hall. Also repairs required at the Jackson Street property, which is being rented to Pioneer, are higher than anticipated. These repairs were required under the City's lease. Pioneer accepted the building "as is" on November 7, 2019, so any future repairs will have to be completed and paid for by Pioneer.

The Finance Department is at 105.5% of budget primarily as a result of the retirement of one of its employees that resulted in an unbudgeted payout of accrued benefit time. Also, legal costs were above budget as the Department worked on numerous projects that required the assistance of the City Attorney. One example was the revamping of the City's Ordinance related to the purchases and payment of bills that was presented to the Council at the November 5, 2019 Council Meeting.

The Building and Zoning Department is at 101.3% of budget. This overage is primarily a result of legal costs related to the distressed property program.

The Human Resource budget is at 109.3% as a result of legal being over budget, which is a direct result of the prolonged labor negotiations with Local 150 that have since been settled.

Water and Sewer Capacity Fund exceeded budget at 106.8% as a result of costs related to updating the City's Utility Master Plan.

The Aquatic Center Fund revenue ended the year above budget at 104%. Expenditures for the Aquatic Center ended the year (\$1,100) below the budget amount.

Lastly, TI F#2 exceeded the budget amount at 130.8% as a result of money spent on the Old Courthouse, which includes consulting work related to securing historic tax credits.

As was stated above, the MFT Fund exceeded the revenue budget amount (141%) as a result of the increase in the State MFT tax rate.

With new construction numbers being down significantly, a number of revenue line items that receive impact fees were below budget as a result including the Water & Sewer Utility – Capacity Fund, Park Development Fund, Library Building and General Corporate –CIP Fund.

The Health & Life Fund revenue was above budget as result of receiving money from the City's Stop/Loss insurance policy for a few large health insurance claims.

In addition to revenues and expenditures, information has been presented that calculates net income/(loss) before transfers. Any positive net income reported at year end will be closed out to fund equity, which will continue to strengthen the City's financial position and build upon existing reserves.

## **Revenues by Type (Refer to Page 7)**

Overall, the City's tax-based revenues reached \$22,194,728 or 102.8% of budget at the end of the fourth quarter of FY19/20 representing 64.0% of total City revenues.

Impact Fees were at 53.1% of budget as the City saw a significant decline in new construction of homes. Fines and Fees are below budget at 90.8%. This is a result of police fines being below budget by (\$78,500) or 73.8%. Other taxes exceeded budgeted amounts at 114.3% partially as a result of higher use tax collections. This higher amount was offset by lower than anticipated telecommunication tax, as residents continue to remove land lines from their homes.

Water and Sewer Sales ended the year below the budget at 98.1% along with Licenses and Permits (82.2%). Part of the shortfall in Licenses and Permits was a result of

reduction in fees that Council approved for liquor and video gaming licensing in response to the COVID-19 pandemic. Other revenues were also above budget as a result of Stop/Loss insurance proceeds in the Health & Life Fund.

Rising interest rates until March of 2020, when rates dropped significantly as a result of COVID-19, caused interest revenue to exceed budgeted amounts at 118.2%.

### **Revenues by Fund (Refer to Page 8)**

Total revenues for the City were \$34,693,930, which represents 101.4% of the budget amount. The General Corporate Fund's revenues of \$11,181,173 which represented 104.9% of the budget amount and also represented 32.2% of total revenues collected.

As was stated above, the Water & Sewer Utility Fund's revenues were below budget projections at \$5,311,087 (98.0%) as the City did not sell as much water as was budgeted.

The Recreation Center was below budget at 84.7% primarily as a result of having to shut down the facility in response to COVID-19 in March 2020.

TIF #1 Fund was above budget at 110.2% primarily as a result of property tax revenue that exceeded budget. This is a direct result of property values inside the TIF increasing faster than the City had anticipated.

The Performing Arts Fund exceeded budget at 112.1% as a result of insurance proceeds received to reimburse for costs to repair lighting damage to the building and the associated equipment.

### **Expenditures by Type (Refer to Page 9)**

With the exception of the "Other" expenditure category, all of expenditure categories ended the fiscal year below budget. A large reason for this was a result of the City acting to reduce spending in March when the Governor ordered a "Stay at Home Order."

Other expenditures were over budget at 101.2% as a result of numerous items, but additional costs of \$6,800 for a vehicle purchased by the Police Department using restricted DUI Funds was the largest reason.

### **Expenditures by Fund (Refer to Page 10)**

Total expenditures ended the fiscal year at \$31,315,646 or 88.1% of the authorized budget amount.

Only the IMRF and TIF #2 Funds exceeded their annual budget allocation. The IMRF Fund exceeded its budget as a result of the rate that was required to be contributed being higher than the City had anticipated.

The TIF #2 Fund exceeded its budget primarily as a result of work done on the Old Courthouse and consulting work related to historical tax credits.

### **Cash Balances by Fund (Refer to Page 11)**

For additional information regarding cash & investment balances, please refer to the Fourth Quarter Cash & Investment Report. Information contained within this report focuses purely on the cash balances for each fund to assist the City Administration and City Council with determining if sufficient funds are available to finance approved operating expenditures and capital projects.

The General Corporate Fund's cash and investment balance of \$4,699,386 represents 22.4% of the City's overall cash and investment balances. The General Corporate – CIP Fund's cash and investments at the end of the fourth quarter of FY19/20 was \$1,736,488 and represented 8.3% of the City's entire cash and investment portfolio.

The Water & Sewer Capacity Fund reported a total cash balance of \$5,566,057 at the end of the fourth quarter reflecting the collection of impact fees in previous years that will be utilized in future years to repay the outstanding bonds originally issued to expand the Seminary Avenue Water Treatment Plant. The Water & Sewer Capacity Fund is used to separately account for the receipt of impact fees that are restricted and can only be used for the expansion of the City's water & sewer system.

The Tax Increment Financing Fund #2's deficit cash balance of (\$207,381) represents numerous TIF projects that have been completed this year that unfortunately are greater than the property tax revenue stream received. This deficit will be eliminated from future property tax collections. The Liability Insurance Fund's cash and investments of \$1,832,491 includes \$1.0 million in cash reserves to address the costs of litigating and settling a claim that would not be covered by the City's insurance carrier.

The City has sufficient cash & investments available to finance budgeted expenditures as provided for within the FY20/21 budget, as the City waits for property tax revenue to be received and continues to deal with the COVID-19 emergency.

### **Next Quarter (May 1, 2020 – July 31, 2020)**

The next quarter will mark the beginning of FY20/21. In this quarter the first half of the 2019 property taxes will be received. Since this revenue is needed to fund operations for the entire year, a large amount of these funds will be set aside to pay future expenditures.

FY20/21 will likely be a difficult one with COVID-19 causing havoc on ordinary life for residents for at least the first half of the fiscal year and very likely well into 2021. The associated challenges and associated impact to our business community will likely reduce City revenue in numerous areas including sales tax and income tax. Therefore, City Staff will closely monitor the effects that COVID-19 is having on the City's finances and make any appropriate changes that are needed.

**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**

**Budget Vs. Actual - Revenues & Expenditures**  
**For the Fiscal Year Ended April 30, 2020**

Fund	FY2019/2020							
	Revenues				Expenditures			
	Budget	Actual	+(-)	%	Budget	Actual	+(-)	%
General Corporate	\$ 10,660,300	\$ 11,181,173	\$ 520,873	105%	\$ 5,581,500	\$ 5,227,478	\$ (354,022)	94%
Municipal Audit	32,900	32,834	(66)	100%	32,800	34,760	1,960	106%
Police Protection	4,319,800	4,210,587	(109,213)	97%	6,752,900	6,640,716	(112,184)	98%
Aquatic Center	248,000	258,885	10,885	104%	282,000	280,861	(1,139)	100%
Recreation Center	467,500	396,031	(71,469)	85%	396,000	382,499	(13,501)	97%
Public Parks	326,700	327,988	1,288	100%	1,123,500	993,850	(129,650)	88%
Performing Arts	503,700	564,797	61,097	112%	785,200	772,676	(12,524)	98%
Public Library	1,931,500	1,868,796	(62,704)	97%	1,680,700	1,617,612	(63,088)	96%
Public Library Building	32,100	7,713	(24,387)	24%	332,500	362,769	30,269	109%
Social Security	266,000	263,106	(2,894)	99%	477,400	454,197	(23,203)	95%
IL Municipal Retirement	437,300	434,937	(2,363)	99%	559,200	565,658	6,458	101%
Motor Fuel Tax	682,600	962,987	280,387	141%	783,000	593,525	(189,475)	76%
Park Development	123,500	61,173	(62,327)	50%	-	-	-	0%
Administrative Adjudication	18,000	13,561	(4,439)	75%	28,200	20,980	(7,220)	74%
Wireless Alarms	285,000	245,409	(39,591)	86%	175,600	138,957	(36,643)	79%
Special Recreation	155,500	155,161	(339)	100%	132,000	130,308	(1,692)	99%
Liability Insurance	468,500	466,807	(1,693)	100%	418,800	392,187	(26,613)	94%
Paratransit	2,100	-	(2,100)	0%	31,700	28,383	(3,317)	90%
Debt Service	406,800	397,800	(9,000)	98%	1,402,900	1,402,809	(91)	100%
Library Debt Service	-	-	-	0%	46,900	46,885	(15)	100%
TIF #1	650,000	716,345	66,345	110%	222,700	216,846	(5,854)	97%
TIF #2	111,700	120,692	8,992	108%	425,800	556,797	130,997	131%
Water & Sewer Utility	5,422,000	5,311,087	(110,913)	98%	3,242,000	3,148,970	(93,030)	97%
Water & Sewer Utility - CIP	381,000	388,609	7,609	102%	1,765,000	991,606	(773,394)	56%
Water & Sewer Utility - Capacity	542,500	381,441	(161,059)	70%	357,300	381,461	24,161	107%
Health & Life	752,000	1,012,121	260,121	135%	2,969,900	2,513,595	(456,305)	85%
General Corporate - CIP	3,336,500	3,211,080	(125,420)	96%	4,056,600	1,937,207	(2,119,393)	48%
Revolving Loan	5,700	6,447	747	113%	-	-	-	0%
Environmental Management	1,543,100	1,587,492	44,392	103%	1,388,000	1,400,553	12,553	101%
Hotel/Motel Tax	89,000	108,871	19,871	122%	82,500	81,500	(1,000)	99%
<b>Total</b>	<b>\$ 34,201,300</b>	<b>\$ 34,693,930</b>	<b>\$ 492,630</b>	<b>101%</b>	<b>\$ 35,532,600</b>	<b>\$ 31,315,646</b>	<b>\$ (4,216,954)</b>	<b>88%</b>

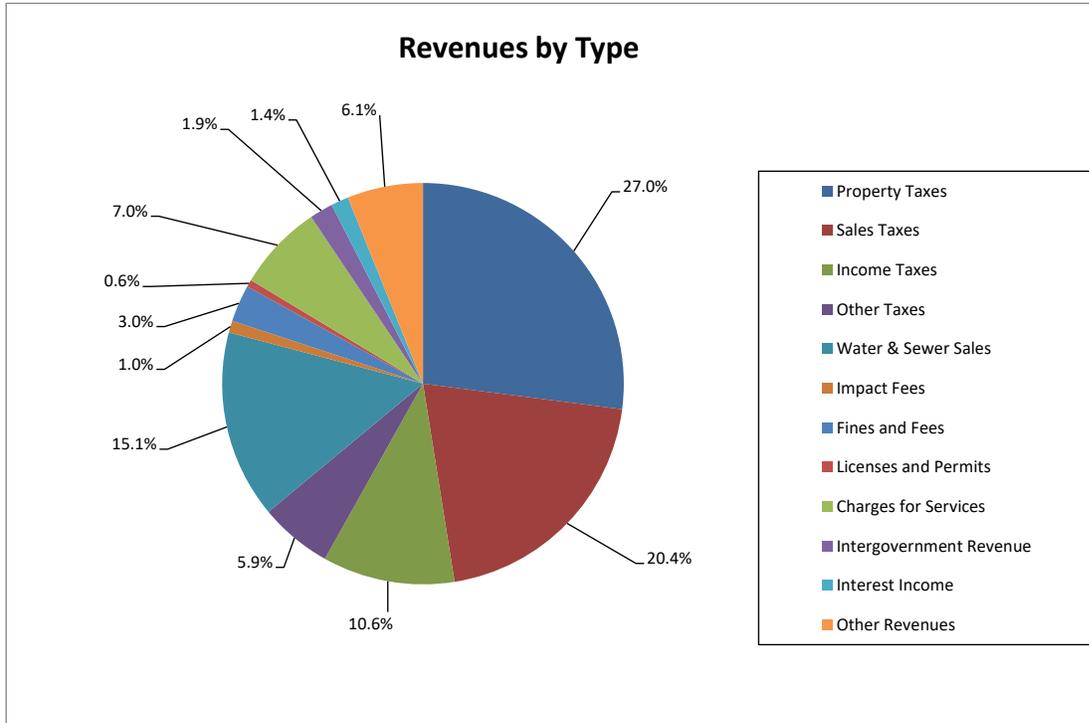
**Budget Vs. Actual - Net Income/(Loss), Before Transfers**

Fund	FY2019/2020			
	Budget	Actual	+(-)	%
General Corporate	\$ 5,078,800	\$ 5,953,694	\$ 874,894	117%
Municipal Audit	100	(1,926)	(2,026)	(1926%)
Police Protection	(2,433,100)	(2,430,129)	2,971	100%
Aquatic Center	(34,000)	(21,977)	12,023	65%
Recreation Center	71,500	13,531	(57,969)	19%
Public Parks	(796,800)	(665,862)	130,938	84%
Performing Arts	(281,500)	(207,879)	73,621	74%
Public Library	250,800	251,184	384	100%
Public Library Building	(300,400)	(355,056)	(54,656)	118%
Social Security	(211,400)	(191,091)	20,309	90%
IL Municipal Retirement	(121,900)	(130,721)	(8,821)	107%
Motor Fuel Tax	(100,400)	369,462	469,862	(368%)
Park Development	123,500	61,173	(62,327)	50%
Administrative Adjudication	(10,200)	(7,419)	2,781	100%
Wireless Alarms	109,400	106,452	(2,948)	97%
Special Recreation	23,500	24,853	1,353	106%
Liability Insurance	49,700	74,620	24,920	150%
Paratransit	(29,600)	(28,383)	1,217	96%
Debt Service	(996,100)	(1,005,009)	(8,909)	101%
Library Debt Service	(46,900)	(46,885)	15	100%
Tax Increment Financing	427,300	499,499	72,199	117%
Water & Sewer Utility	2,180,000	2,162,117	(17,883)	99%
Water & Sewer Utility - CIP	(1,384,000)	(602,997)	781,003	44%
Water & Sewer Utility - Capacity	185,200	(21)	(185,221)	(0%)
Health & Life	(2,217,900)	(1,501,474)	716,426	68%
General Corporate - CIP	(720,100)	1,273,873	1,993,973	(177%)
Revolving Loan	5,700	6,447	747	0%
Environmental Management	155,100	186,939	31,839	0%
Hotel/Motel Tax	6,500	27,371	20,871	421%
<b>Total</b>	<b>\$ (1,017,200)</b>	<b>\$ 3,814,389</b>	<b>\$ 4,831,589</b>	<b>(375%)</b>

**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the Fiscal Year Ended April 30, 2020**

**Revenues by Type**

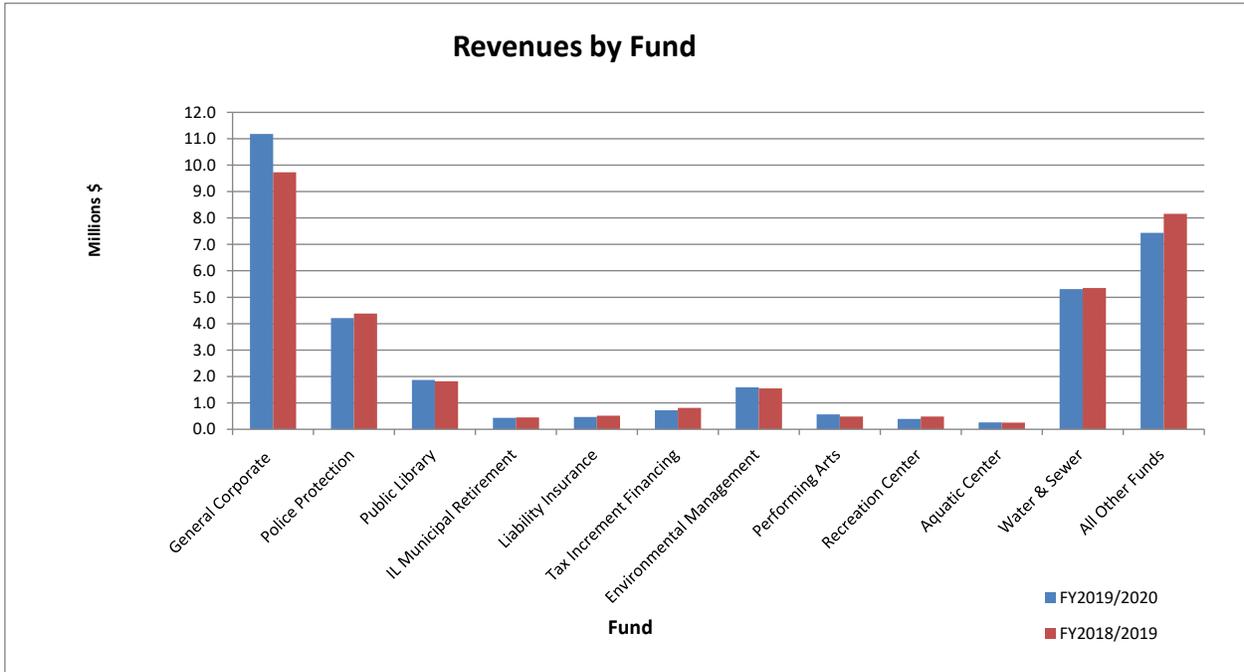
Revenues	FY2019/2020				FY2018/2019
	Budget	Actual	% of Budget	% of Total	Actual
Property Taxes	\$ 9,313,100	\$ 9,379,077	100.7%	27.0%	\$ 9,212,937
Sales Taxes	7,114,400	7,093,663	99.7%	20.4%	6,812,626
Income Taxes	3,391,700	3,691,897	108.9%	10.6%	3,278,815
Other Taxes	1,775,900	2,030,091	114.3%	5.9%	1,735,216
Water & Sewer Sales	5,354,500	5,252,232	98.1%	15.1%	5,290,593
Impact Fees	627,000	333,118	53.1%	1.0%	1,299,309
Fines and Fees	1,135,400	1,030,956	90.8%	3.0%	1,092,539
Licenses and Permits	246,000	202,324	82.2%	0.6%	318,006
Charges for Services	2,553,900	2,421,090	94.8%	7.0%	2,522,569
Intergovernment Revenue	647,800	652,865	100.8%	1.9%	697,563
Interest Income	416,200	491,996	118.2%	1.4%	380,654
Other Revenues	1,625,400	2,114,621	130.1%	6.1%	1,580,383
<b>Total</b>	<b>\$ 34,201,300</b>	<b>\$ 34,693,930</b>	<b>101.4%</b>	<b>100.0%</b>	<b>\$ 34,221,210</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the Fiscal Year Ended April 30, 2020**

**Revenues by Fund**

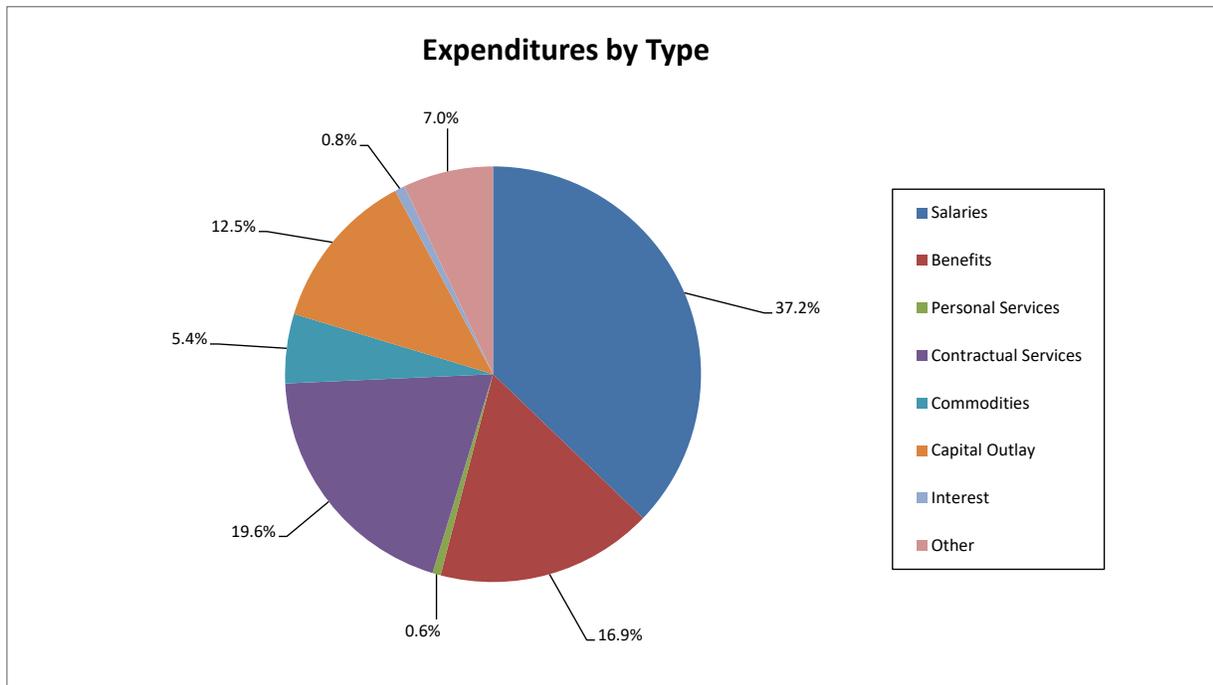
Fund	FY2019/2020				FY2018/2019
	Budget	Actual	% of Budget	% of Total	Actual
General Corporate	\$ 10,660,300	\$ 11,181,173	104.9%	32.2%	\$ 9,733,255
Police Protection	4,319,800	4,210,587	97.5%	12.1%	4,379,359
Public Library	1,931,500	1,868,796	96.8%	5.4%	1,818,798
Social Security	266,000	263,106	98.9%	0.8%	244,835
IL Municipal Retirement	437,300	434,937	99.5%	1.3%	450,566
Liability Insurance	468,500	466,807	99.6%	1.3%	517,382
Tax Increment Financing	650,000	716,345	110.2%	2.1%	812,415
Environmental Management	1,543,100	1,587,492	102.9%	4.6%	1,546,787
Performing Arts	503,700	564,797	112.1%	1.6%	483,196
Recreation Center	467,500	396,031	84.7%	1.1%	480,682
Aquatic Center	248,000	258,885	104.4%	0.7%	253,357
Water & Sewer	5,422,000	5,311,087	98.0%	15.3%	5,345,884
All Other Funds	7,283,600	7,433,888	102.1%	21.4%	8,154,694
<b>Totals</b>	<b>\$ 34,201,300</b>	<b>\$ 34,693,930</b>	<b>101.4%</b>	<b>100.0%</b>	<b>\$ 34,221,210</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the Fiscal Year Ended April 30, 2020**

**Expenditures by Type**

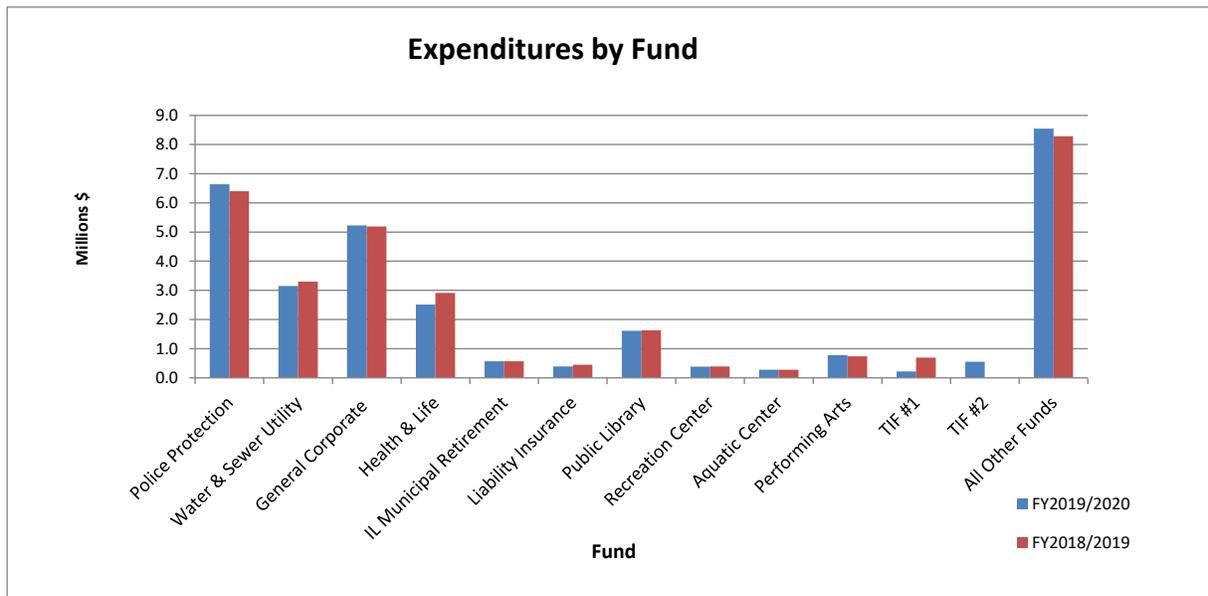
Expenditures	FY2019/2020				FY2018/2019
	Budget	Actual	% of Budget	% of Total	Actual
Salaries	\$ 12,096,500	\$ 11,643,031	96.3%	37.2%	\$ 11,200,125
Benefits	5,755,000	5,287,079	91.9%	16.9%	5,658,873
Personal Services	253,300	199,893	78.9%	0.6%	259,471
Contractual Services	6,320,200	6,134,628	97.1%	19.6%	6,157,953
Commodities	1,956,300	1,689,442	86.4%	5.4%	1,947,864
Capital Outlay	6,736,700	3,921,299	58.2%	12.5%	3,786,858
Interest	243,500	243,323	99.9%	0.8%	327,795
Other	2,171,100	2,196,951	101.2%	7.0%	1,924,337
<b>Total</b>	<b>\$ 35,532,600</b>	<b>\$ 31,315,646</b>	<b>88.1%</b>	<b>100.0%</b>	<b>\$ 31,263,277</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the Fiscal Year Ended April 30, 2020**

**Expenditures by Fund**

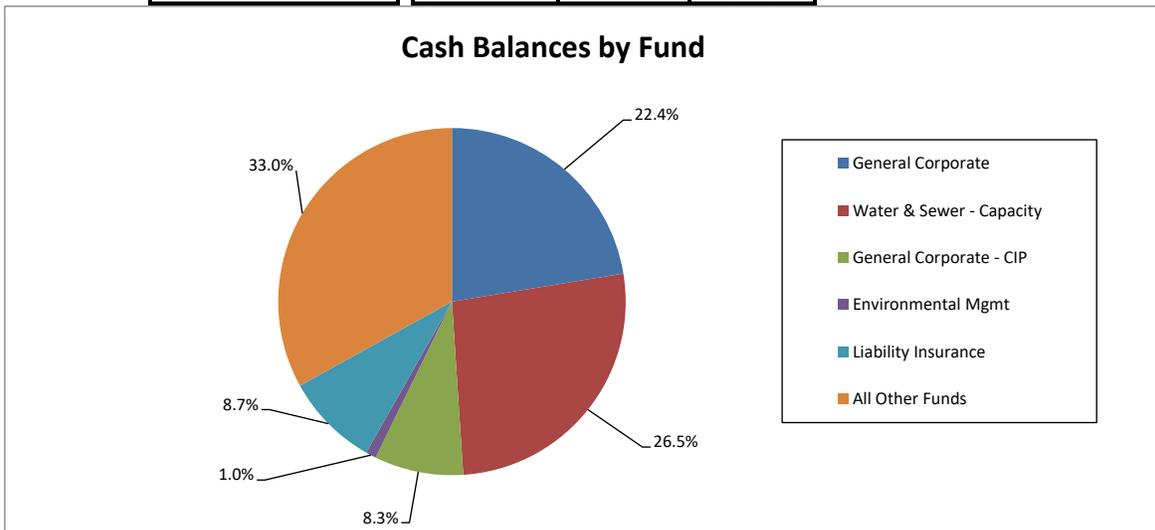
Fund	FY2019/2020				FY2018/2019
	Budget	Actual	% of Budget	% of Total	Actual
Police Protection	\$ 6,752,900	\$ 6,640,716	98.3%	21.2%	\$ 6,403,698
Water & Sewer Utility	3,242,000	3,148,970	97.1%	10.1%	3,301,828
General Corporate	5,581,500	5,227,478	93.7%	16.7%	5,187,834
Health & Life	2,969,900	2,513,595	84.6%	8.0%	2,910,697
Social Security	477,400	454,197	95.1%	1.5%	436,975
IL Municipal Retirement	559,200	565,658	101.2%	1.8%	564,762
Liability Insurance	418,800	392,187	93.6%	1.3%	448,153
Public Library	1,680,700	1,617,612	96.2%	5.2%	1,627,810
Recreation Center	396,000	382,499	96.6%	1.2%	391,730
Aquatic Center	282,000	280,861	99.6%	0.9%	276,409
Performing Arts	785,200	772,676	98.4%	2.5%	738,901
TIF #1	222,700	216,846	97.4%	0.7%	690,499
TIF #2	425,800	556,797	130.8%	1.8%	-
All Other Funds	11,738,500	8,545,553	72.8%	27.3%	8,283,981
<b>Totals</b>	<b>\$ 35,532,600</b>	<b>\$ 31,315,646</b>	<b>88.1%</b>	<b>100.0%</b>	<b>\$ 31,263,277</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the Fiscal Year Ended April 30, 2020**

**Cash Balances by Fund**

Funds	FY2019/2020		FY2018/2019
	Actual	%	Actual
General Corporate	\$ 4,699,386	22.4%	\$ 4,039,117
Water & Sewer - Capacity	5,566,057	26.5%	5,979,945
General Corporate - CIP	1,736,488	8.3%	2,013,926
Environmental Mgmt	203,835	1.0%	239,607
Liability Insurance	1,832,491	8.7%	1,769,792
All Other Funds	6,927,360	33.0%	5,025,390
<b>Total</b>	<b>\$ 20,965,617</b>	<b>100.0%</b>	<b>\$ 19,067,777</b>



**City of Woodstock**  
**Quarterly Investment Report**  
As of April 30, 2020



**For the Twelve Months Ended**  
**May 1, 2019 – April 30, 2020**

City of Woodstock  
121 W. Calhoun  
Woodstock, IL 60098  
(815)338-4300

# **City of Woodstock**

## **Quarterly Investment Report - Narrative**

**As of April 30, 2020**

### **Investment Balances (Refer to Page 5)**

The City of Woodstock's investment balance at the end of the fourth quarter of FY19/20 was \$21,072,598, which is a \$2,042,803 decrease from the prior quarter's ending balance. This decrease was expected as the County has already forwarded all of the City's property tax collections and the City is utilizing these funds to finance operations through the end of the fiscal year. The next investment report will represent May-July 2020. During this upcoming quarter, despite revenue decreases caused by COVID-19, it is anticipated that cash will still increase as the first half of property taxes will have been received.

### **Investment Return (Refer to Pages 6 & 7)**

The City's investment return posted a decrease in the fourth quarter of FY19/20, decreasing to 1.69% in April 2020, forty-four (44) basis points lower than the 2.13% reported at the end of the third quarter of FY19/20. This rate decrease was a direct result of the COVID-19 crisis, which resulted in the Fed cutting the Fed Funds rate twice by 0.25% each time for a total decrease of 0.50%.

The City's investments greatly exceeded the 13-week U.S. Treasury Bill in this quarter. This is a result of the City holding some older, longer term CDs; however, as these mature and are renewed, the City's investment return will decrease and come closer to the 13-week U.S. Treasury Bill benchmark.

**On Page 7**, the City's rolling one-year investment return was 2.13%. This exceeded the one year rolling 13-week U.S. Treasury Bills by 0.57%. This is a result of the declining interest rate environment that is currently in place.

As a reminder in a rising interest rate environment, the City's investments likely will trail the benchmark as the City is holding lower interest CDs; however, the overall interest rate for the City during this time should be increasing. On the other hand, in a decreasing interest rate environment, the City's investments more often than not will lead the benchmark, as the City is holding higher interest CDs; however, the overall interest rate for the City during this time will likely be decreasing.

As always, the City Administration will continue to invest the City's portfolio in a prudent manner with the goal of maximizing returns. This will be accomplished while ensuring there is enough liquidity to meet current and unforeseen expenditures along with safeguarding the City's funds against losses.

### **Investment Pool Liquidity (Refer to Page 8)**

The City invests in certificates of deposit that are issued by financial institutions. This investment vehicle charges a penalty for early withdrawal. The liquidity level of the investment pool indicates how quickly, on average, all of the City's funds can be converted into cash without incurring any penalties. The lower the liquidity level, the quicker the City can convert its investments to cash. A higher liquidity level can create problems with cash flows, since cash may not be available to fund current expenditures. It is important to note that money market funds are always available and can be used to fund current expenditures.

The appropriate liquidity level for an investment pool is a delicate balancing act, which must take into account the higher rates of return offered by longer-term investments versus the need for cash on hand to pay current expenditures. Moreover, future cash inflows may warrant the investment of additional funds on hand today to earn higher rates of return. Finally, future projections regarding interest rates must be considered to determine if funds should be kept in liquid resources paying lower rates of interest for the short-term to invest at higher rates at a later date.

The City's investment pool liquidity is currently at an average of 225 days, which is 61 days longer than the 164 days reported at the end of the third quarter of FY19/20. This is a result of the City purchasing CDs to lock in rates anticipating that rates would continue to decline significantly in the upcoming months as a result of the COVID-19 crisis.

### **Investments by Institution (Refer to Page 9)**

The City's largest institutions for certificates of deposit and money market funds are Illinois Funds (29.4%), PMA Prime (1.2%), and Home State Bank (11.1%). The City Administration did not exceed the fifty-percent limit in any one institution as outlined in the City's investment policy. The City Administration will continue to monitor investment balances to insure that they remain below the 50% threshold.

### **Investments by Type (Refer to Page 10)**

The City's investment in certificates of deposit increased from the end of the third quarter of FY19/20 (i.e., \$13,727,700) to the end of this quarter (i.e., \$14,237,700) as the City purchased additional CDs to lock in higher interest rates before an anticipated drop happened. With the recent 0.50% emergency Fed decrease, this move will likely prove to be a smart investment decision.

The City Administration will continue to monitor investment rates of return on commercial paper and U.S. Treasury securities. However, at this time, those investments have continued to offer lower rates of return than certificates of deposit offered by local financial institutions.

### **Investments by Maturity (Refer to Page 11)**

The City has a portion of its portfolio (i.e., \$5,175,400 in certificates of deposit) that will be maturing during the next quarter. This figure represents 24.6% of the City's total investment portfolio. This is extremely unfortunate as the current investment interest rate market is terrible because of COVID-19. The City Administration will continue to examine all investment options to try and maximize the investment return, which may include keeping larger balances in the money market accounts until CD rates rebound.

Money market funds are separated from certificates of deposit, commercial paper, and U.S. Treasury Bills since money market funds are the equivalent of demand accounts and do not have a maturity date. In addition, when considering new investments, the City Administration will continue to only purchase investments that maximize the safety of the portfolio. As a secondary goal, investments will be purchased to maximize the yield of the portfolio.

### **Investment Collateralization (Refer to Pages 12)**

All certificates of deposit are protected by FDIC insurance currently set at \$250,000. Therefore, the City Administration requires collateralization on investment balances that exceed \$250,000 for individual banks. Additional amounts exceeding FDIC insurance are required to be covered by collateral, usually in the form of federal or municipal securities, held by the City's agent in the City's name (GASB Statement 3, Level 1 custodial safeguarding, the safest level). Collateral is required to be provided by the financial institutions to protect the City's interest. The collateral level provided by the bank was as follows: Home State Bank (141.8%).

The City's investment policy requires that amounts exceeding FDIC insurance should be collateralized at 105% of the amount invested. The amount of collateral varies by financial institution depending on the City's current amount invested. This amount fluctuates from month to month as the City's investment balances change. The collateral protects the City in case a financial institution becomes insolvent. The City could then sell the collateral to recover any amounts lost from investing with that specific financial institution.

### **Cash & Investments by Fund (Refer to Page 13)**

The Water & Sewer Capacity Fund held the top spot for reporting cash and investment balances at the end of the fourth quarter of FY19/20. The City's top five funds at the end of the fourth quarter included the Water & Sewer Capacity (\$5,566,057 or 26.4%), General Corporate (\$4,699,386 or 22.3%), General Corporate – CIP (\$1,736,488 or 8.2%), Liability Insurance (\$1,832,491 or 8.7%), and Water & Sewer Fund (\$1,322,926 or 6.3%).

The Water & Sewer Capacity Fund's cash and investment balances decreased as a result of funds being borrowed by the Water & Sewer – CIP Fund to purchase a vector truck. This loan will be paid back over the next five years. Numerous funds that were negative at the end of last quarter now have a balance of \$0 as transfers from the General Fund were made to support operations as is authorized by the City's budget.

## **Investment Detail (Refer to Page 14)**

A detailed listing of the City's investments has been provided for the City Council's review. The City utilizes six (6) separate money market accounts and has investments with fifty-four (54) separate financial institutions.

The City Administration only purchases certificates of deposit from banks covered by FDIC insurance. The FDIC provides coverage levels for the City deposits up to a maximum of \$250,000. Amounts on deposit that exceed \$250,000 are collateralized in accordance with the City's Investment Policy.

### **First Quarter of FY20/21 Investments**

The City's Administration continues to proactively monitor the City's investments to insure State requirements are adhered to while the overall portfolio's rate of return remains maximized. For the first quarter of FY20/21, the City should receive State-shared revenues along with the first half of property tax money.

Overall, the City's funds performed well in FY19/20. City Staff, however, does have some serious concerns as it relates to the Coronavirus and the disruptions it may have as it relates to the City's revenue streams and interest rates the City will be able to secure in the near future, especially with the large amount of CDs coming due in June 2020. City Staff will continue to monitor this situation and try to maximize investment returns within the guidelines provided by the approved Investment Policy.

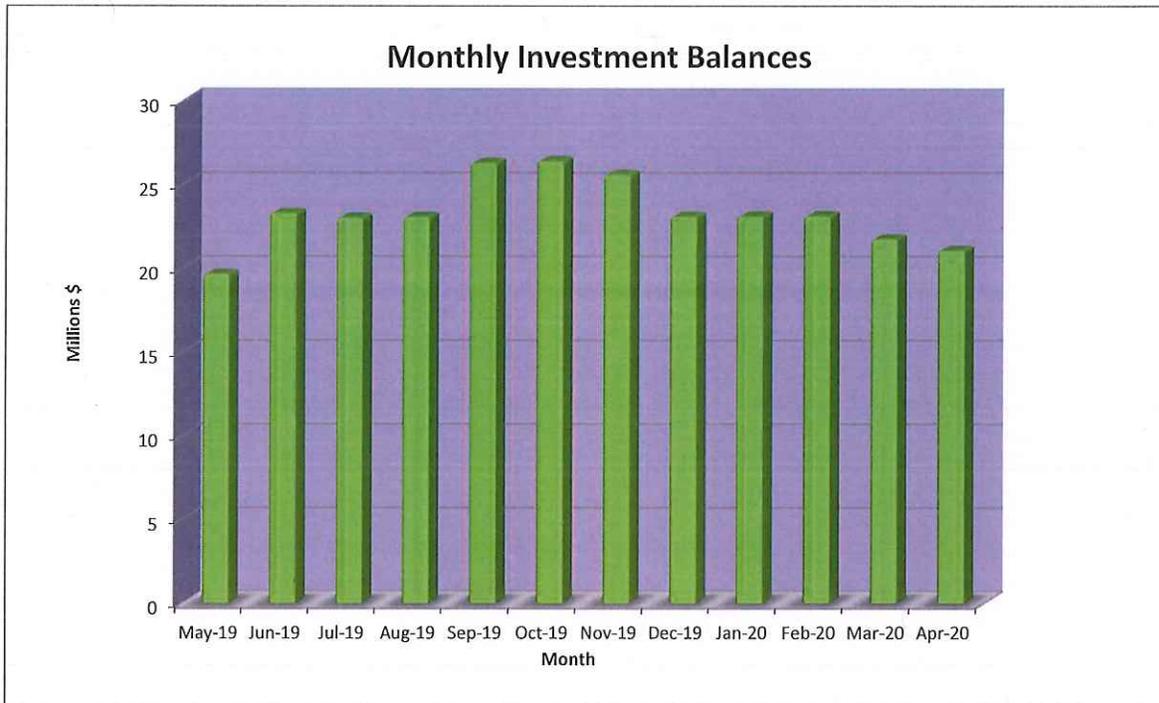
# City of Woodstock

## Quarterly Investment Report

As of April 30, 2020

**Monthly Investment Balances** *(Excludes Investments Held by the City's Police Pension Fund)*

Month	Investment Balance
May-19	\$ 19,649,176
June-19	23,284,181
July-19	23,007,086
August-19	23,069,894
September-19	26,291,179
October-19	26,407,390
November-19	25,582,538
December-19	23,101,562
January-20	23,115,401
February-20	23,128,172
March-20	21,754,141
April-20	21,072,598



# City of Woodstock

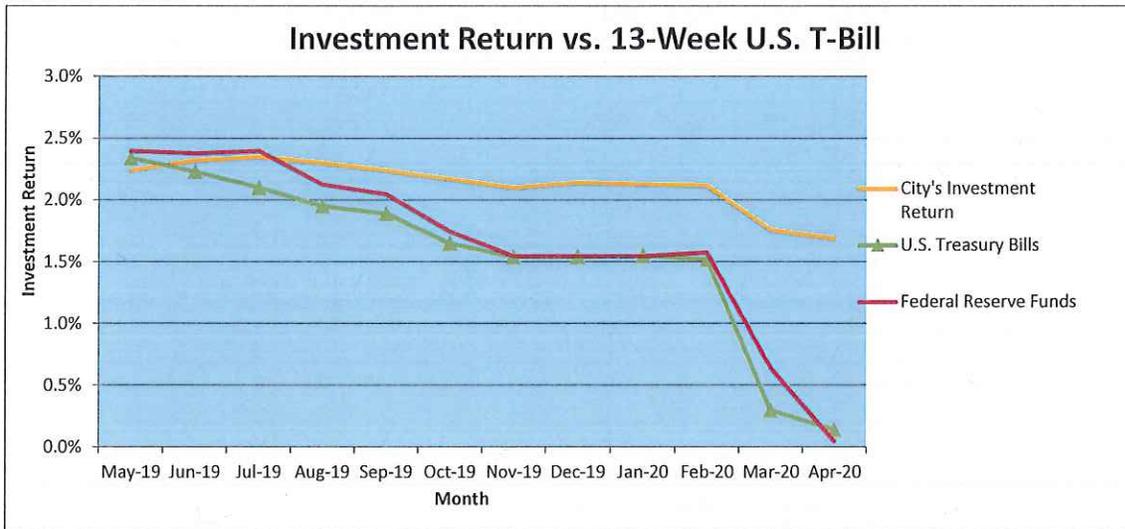
## Quarterly Investment Report

As of April 30, 2020

*(Excludes Investments Held by the City's Police Pension Fund)*

### Monthly Investment Return Versus 13-Week U.S. Treasury Bill

Month	City of Woodstock	13-Week U.S. Treasury Bill	Federal Funds
May-19	2.24%	2.34%	2.40%
June-19	2.32%	2.23%	2.38%
July-19	2.35%	2.10%	2.40%
August-19	2.30%	1.95%	2.13%
September-19	2.24%	1.89%	2.05%
October-19	2.17%	1.65%	1.75%
November-19	2.10%	1.54%	1.55%
December-19	2.14%	1.54%	1.55%
January-20	2.13%	1.55%	1.55%
February-20	2.12%	1.52%	1.58%
March-20	1.76%	0.30%	0.65%
April-20	1.69%	0.14%	0.05%



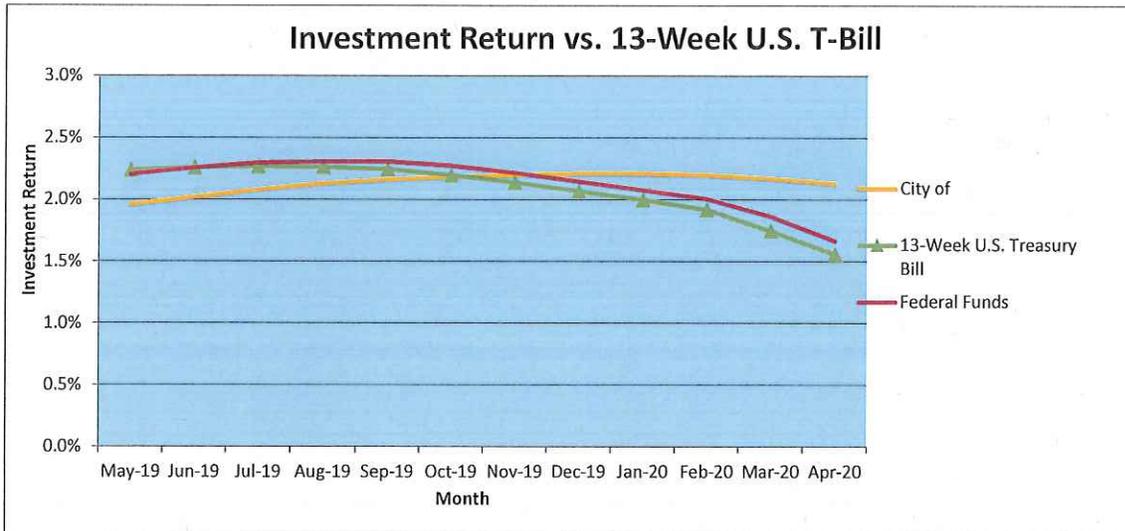
The Illinois State Treasurer has suggested that the interest rate offered on 13-Week U.S. Treasury Bills be the benchmark for finance officers. The Federal Funds rate is the interest rate offered to financial institutions for the overnight deposit of funds. This rate influences future short-term interest rates.

# City of Woodstock

## Quarterly Investment Report

As of April 30, 2020  
 Rolling One Year Investment Return Versus 13-Week U.S. Treasury Bill  
 (Excludes Investments Held by the City's Police Pension Fund)

Month	City of Woodstock	13-Week U.S. Treasury Bill	Federal Funds
May-19	1.96%	2.24%	2.21%
June-19	2.02%	2.26%	2.26%
July-19	2.08%	2.27%	2.30%
August-19	2.13%	2.27%	2.31%
September-19	2.16%	2.25%	2.31%
October-19	2.18%	2.20%	2.28%
November-19	2.20%	2.14%	2.22%
December-19	2.21%	2.07%	2.15%
January-20	2.21%	2.00%	2.08%
February-20	2.20%	1.92%	2.01%
March-20	2.17%	1.75%	1.87%
April-20	2.13%	1.56%	1.67%



The Illinois State Treasurer has suggested that the interest rate offered on 13-Week U.S. Treasury Bills be the benchmark for finance officers. The Federal Funds rate is the interest rate offered to financial institutions for the overnight deposit of funds. This rate influences future short-term interest rates.

# City of Woodstock

## Quarterly Investment Report

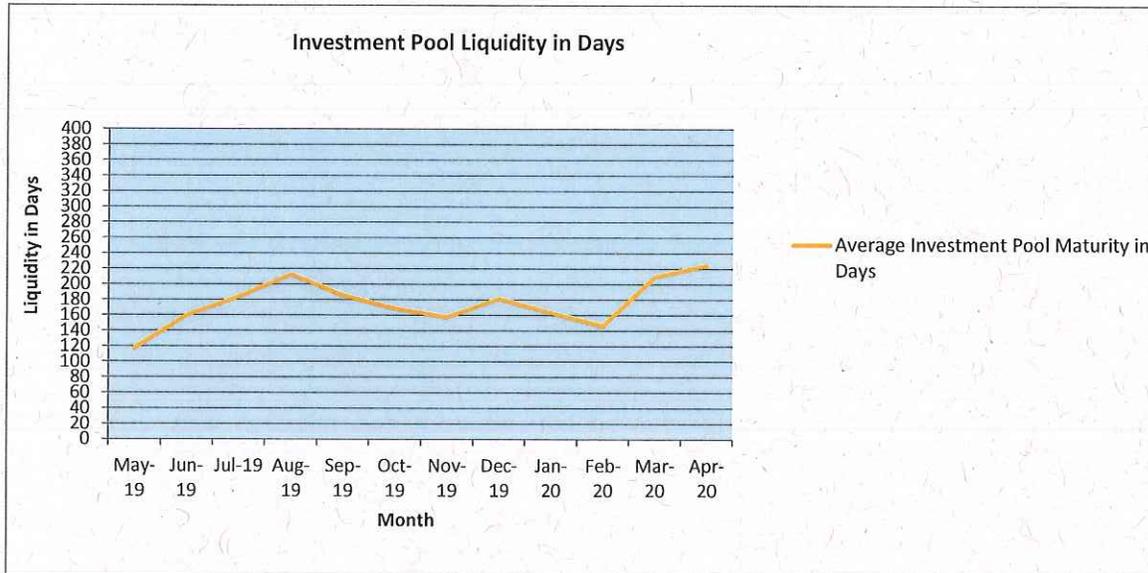
As of April 30, 2020

*(Excludes Investments Held by the City's Police Pension Fund)*

### Investment Pool Liquidity in Days

Month	Average Investment Pool Maturity in Days
May-19	118
June-19	160
July-19	184
August-19	213
September-19	186
October-19	169
November-19	158
December-19	182
January-20	164
February-20	147
March-20	210
April-20	225

The City's Investment Policy does not allow for the purchase of securities with maturities that exceed three years.



# City of Woodstock

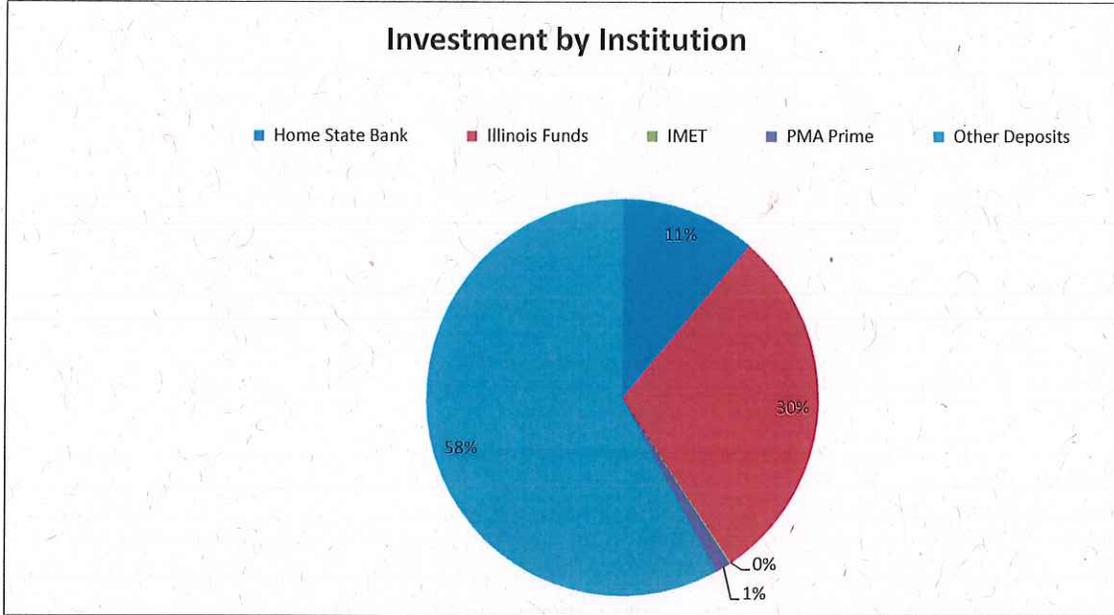
## Quarterly Investment Report

As of April 30, 2020

*(Excludes Investments Held by the City's Police Pension Fund)*

### Investments by Institution

Institution	Fourth Quarter FY2019/2020 Investments	Investment Percentage	Third Quarter FY2019/2020 Investments
Home State Bank	\$ 2,344,508	11.1%	\$ 4,039,547
Illinois Funds	6,199,547	29.4%	6,179,838
IMET	29,601	0.1%	1,172,317
PMA Prime	261,241	1.2%	-
Other Deposits	12,237,700	58.1%	11,723,700
<b>Total</b>	<b>\$ 21,072,598</b>	<b>100.0%</b>	<b>\$ 23,115,401</b>



The City's Investment Policy requires that investments in any institution shall not exceed more than 50% with the exception of investments with the U.S. Treasury.

# City of Woodstock

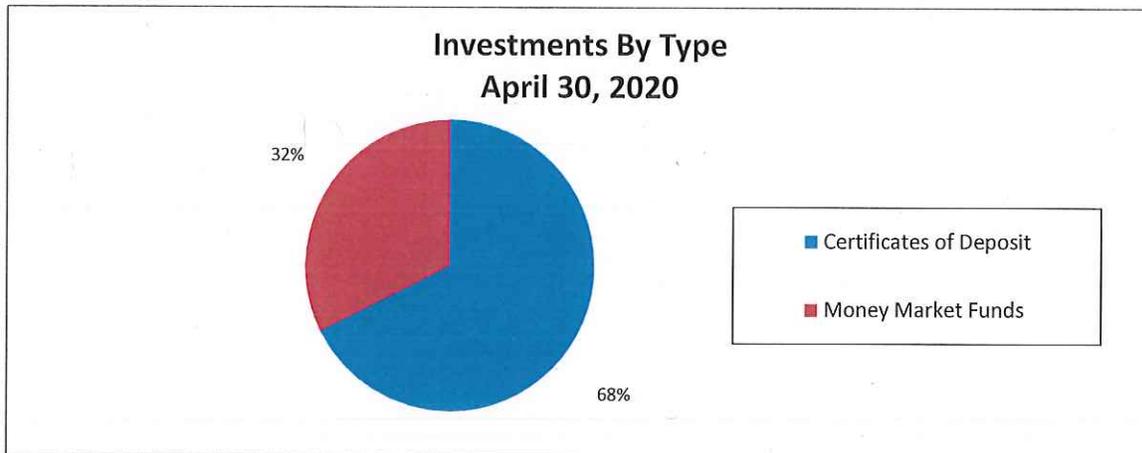
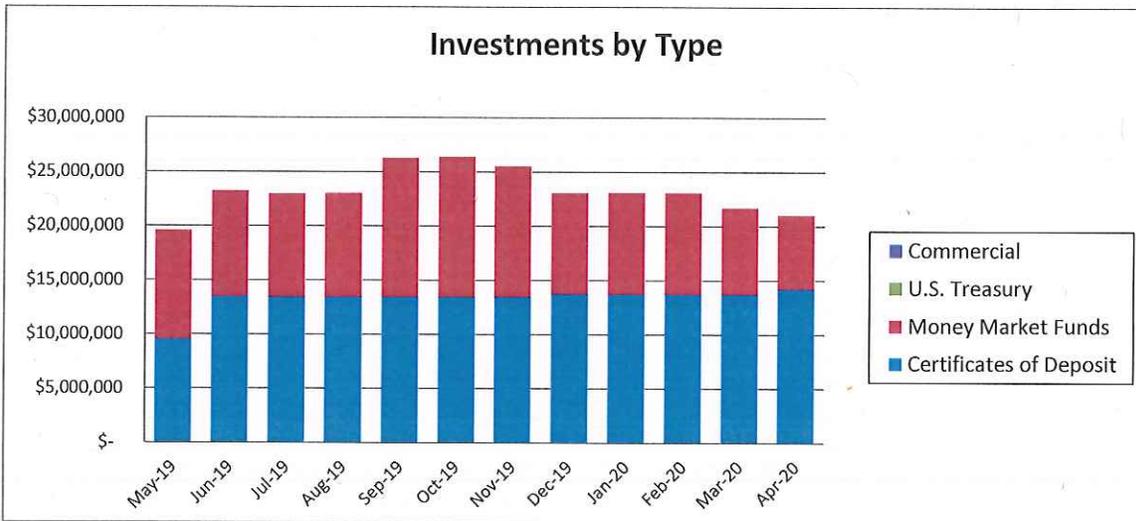
## Quarterly Investment Report

As of April 30, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Investments by Type

Month	Certificates of Deposit	Money Market Funds	U.S. Treasury	Commercial
May-19	\$ 9,569,700	\$ 10,079,476	\$ -	\$ -
June-19	13,496,200	9,787,981	-	-
July-19	13,474,700	9,532,386	-	-
August-19	13,474,700	9,595,194	-	-
September-19	13,476,700	12,814,479	-	-
October-19	13,476,700	12,930,690	-	-
November-19	13,476,700	12,105,838	-	-
December-19	13,723,700	9,377,862	-	-
January-20	13,723,700	9,391,701	-	-
February-20	13,723,700	9,404,472	-	-
March-20	13,734,700	8,019,441	-	-
April-20	14,237,700	6,834,898	-	-



# City of Woodstock

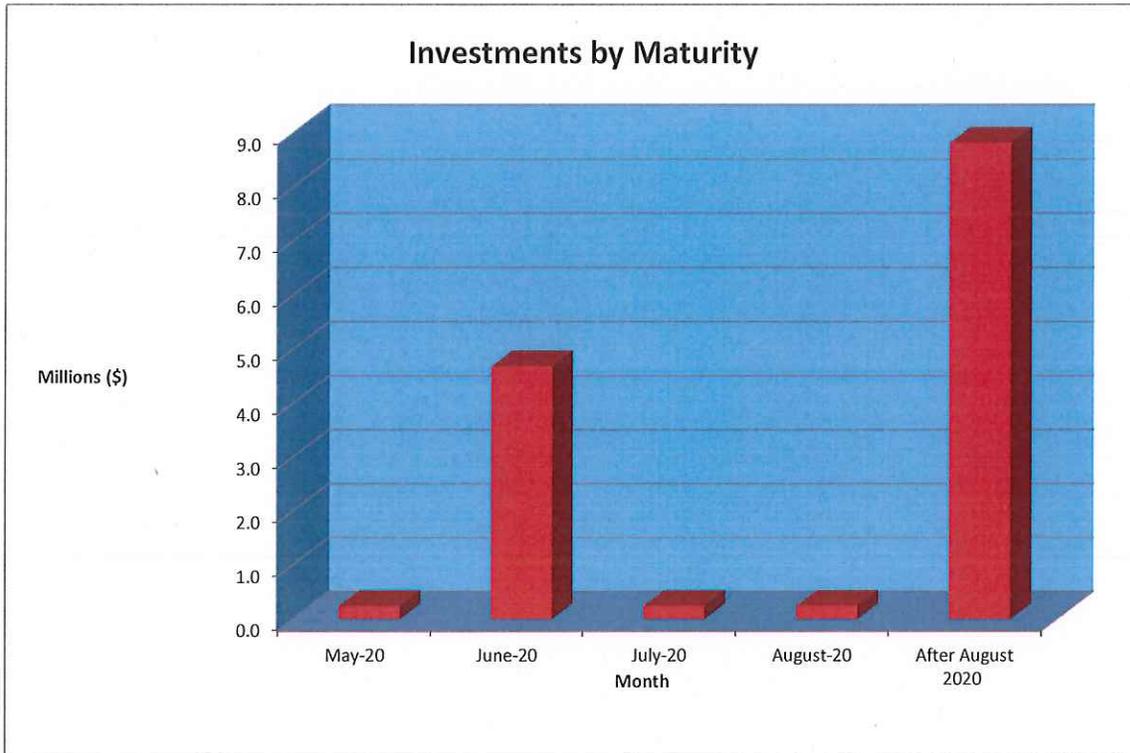
## Quarterly Investment Report

As of April 30, 2020

*(Excludes Investments Held by the City's Police Pension Fund)*

### Investments by Maturity

Maturity Month	Investment Amount	Investment Percentage
May-20	\$ 244,000	1.2%
June-20	4,687,100	22.2%
July-20	244,300	1.2%
August-20	248,000	1.2%
After August 2020	8,814,300	41.8%
Money Market	6,834,898	32.4%
<b>Total</b>	<b>\$ 21,072,598</b>	<b>100.0%</b>



# City of Woodstock

## Quarterly Investment Report

As of April 30, 2020

(Excludes Investments Held by the City's Police Pension Fund)  
**Collateralization for Investments (Includes Non-Investment Cash Balances) (Based on Bank Balances)**

Institution	Amount on Deposit	FDIC Insurance	Requires Collateralization	Collateral Held by City's Agent
HOME STATE BANK	\$ 2,711,815	\$ 250,000	\$ 2,461,815	\$ 3,491,358
FIRST MERIT BANK	43,925	43,925	-	-
ALLY BANK	248,000	248,000	-	-
AMERICAN PLUS BANK, N.A.	241,100	241,100	-	-
BANK 7	241,600	241,600	-	-
BANK OF HOPE	249,000	249,000	-	-
BANK OZARKS	245,000	245,000	-	-
BANKUNITED NATIONAL ASSOC	244,000	244,000	-	-
BEACON CR UN INC	248,000	248,000	-	-
BELCO BANK	249,000	249,000	-	-
BERKSHIRE BANK	248,000	248,000	-	-
BMW BANK	248,000	248,000	-	-
CAPITAL ONE BANK	247,000	247,000	-	-
CAPITAL ONE NATIONAL	249,000	249,000	-	-
CENTERSTATE BANK	249,000	249,000	-	-
CIT BANK NATL ASSOC.	244,000	244,000	-	-
COMENITY CAP BK	248,000	248,000	-	-
CROSS RIVER BANK	248,000	248,000	-	-
CRYSTAL LAKE B&TC, NA	243,900	243,900	-	-
FAIRFAX BANK	248,000	248,000	-	-
FIRST INTERNET BANK OF INDIANA	240,300	240,300	-	-
FIRST MID-ILLINOIS BANK & TRUST	235,700	235,700	-	-
FREEDOM BANK OF VIRGINIA	245,000	245,000	-	-
GOLDEN BANK NA	245,000	245,000	-	-
HINSDALE B&TC	243,900	243,900	-	-
J. P. MORGAN CHASE BANK	248,000	248,000	-	-
JEFFERSON FINANCIAL INSTITUTION	248,000	248,000	-	-
KEESLER FEDERAL CREDIT UNION	249,000	249,000	-	-
KERN SACHS FEDERAL CREDIT UNION	247,000	247,000	-	-
LAKE FOREST B&T CO. N.A.	243,900	243,900	-	-
LAKELAND BANK	243,000	243,000	-	-
MAINSTREET BANK	244,300	244,300	-	-
MIDLAND STATES BANK	238,600	238,600	-	-
MORGAN STANLEY BANK	249,000	249,000	-	-
MORGAN STANLEY PRIVATE ASSOC.	249,000	249,000	-	-
NEWBANK, NA	243,900	243,900	-	-
NEXBANK	243,900	243,900	-	-
NORTHBROOK B&TC	243,900	243,900	-	-
PACIFIC WESTERN BANK	234,100	234,100	-	-
PINNACLE BANK	247,000	247,000	-	-
SALLIE MAE BANK	249,000	249,000	-	-
SONABANK	240,100	240,100	-	-
ST. CHARLES B&TC	243,900	243,900	-	-
STATE BANK OF THE LAKES	243,900	243,900	-	-
SYNCRONICITY BANK	248,000	248,000	-	-
TEXAS EXCHANGE BANK	249,000	249,000	-	-
UBS BANK USA	225,000	225,000	-	-
VILLAGE BANK & TRUST	243,900	243,900	-	-
WEBBANK	249,000	249,000	-	-
WELLS FARGO BANK	240,000	240,000	-	-
WESTERN ALLIANCE BANK	240,800	240,800	-	-
WEX BAANK	244,000	244,000	-	-
<b>Total</b>	<b>\$ 14,993,440</b>	<b>\$ 12,531,625</b>	<b>\$ 2,461,815</b>	<b>\$ 3,491,358</b>



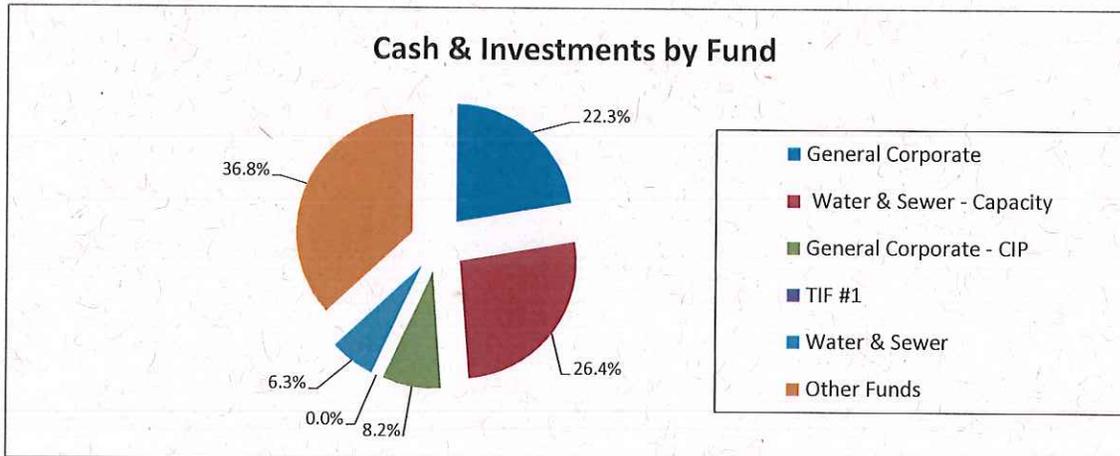
# City of Woodstock

## Quarterly Investment Report

As of April 30, 2020

Total Cash & Investments By Fund, FY19/20  
(Excludes Investments Held by the City's Police Pension Fund)

Fund	FY2019/2020			
	4th Quarter	3rd Quarter	2nd Quarter	1st Quarter
General Corporate	\$ 4,699,386	\$ 8,255,969	\$ 7,774,645	\$ 6,383,647
Municipal Audit	20,626	20,539	27,229	33,907
Police Protection	-	(1,679,001)	(240,215)	(203,083)
Aquatic Center	-	(16,207)	4,985	27,671
Recreation Center	74,321	119,246	105,968	121,291
Public Parks	-	(499,120)	(255,257)	(140,641)
Performing Arts	-	(206,990)	(94,116)	(90,681)
Public Library	660,849	1,119,292	1,494,985	1,068,086
Library Building	(37,936)	(151,541)	(34,725)	(11,859)
Social Security	249,128	377,791	246,408	180,001
IMRF	410,710	603,051	514,259	389,592
Motor Fuel Tax	414,652	468,429	304,225	128,482
Park Development	395,284	458,582	454,613	449,267
Administrative Adjudication	-	(3,757)	(1,192)	(1,419)
Wireless Alarm	419,982	499,400	483,986	520,206
NISRA	89,708	112,551	118,818	47,807
Liability Insurance	1,832,491	1,824,988	1,817,265	1,804,827
Paratransit	-	(20,642)	(12,901)	(7,741)
Debt Service	-	(961,720)	334,631	135,314
Library Debt Service	-	(46,885)	(1,030)	(845)
TIF #1	-	309,977	497,185	172,492
TIF #2	(207,381)	(424,354)	(221,866)	(91,577)
Water & Sewer	1,322,926	1,588,846	1,397,904	1,240,888
Water & Sewer - CIP	993,757	825,513	814,739	658,441
Water & Sewer - Capacity	5,566,057	5,822,234	6,104,147	5,991,374
Police Pension	50,278	49,843	74,271	494,191
Escrow	570,279	578,402	684,014	582,971
Health/Life	1,012,692	838,554	569,544	596,493
General Corporate - CIP	1,736,488	2,707,849	2,522,646	1,822,782
Revolving Loan	71,019	59,859	35,555	25,749
Emergency Loan	290,000	-	-	-
Environmental Mgmt.	203,835	477,557	601,108	376,671
Hotel/Motel Tax	103,947	139,804	53,361	40,718
Payroll Withholding	22,519	52,491	(1,586)	9,915
<b>Total Cash &amp; Investments</b>	<b>\$ 20,965,617</b>	<b>\$ 23,300,547</b>	<b>\$ 26,173,602</b>	<b>\$ 22,754,938</b>
Cash Balance	\$ (106,980)	\$ 185,145	\$ (233,788)	\$ (252,148)
<b>Total Investments</b>	<b>\$ 21,072,598</b>	<b>\$ 23,115,401</b>	<b>\$ 26,407,390</b>	<b>\$ 23,007,086</b>



# City of Woodstock

## Quarterly Investment Report

As of April 30, 2020

(Excludes Investments Held by the City's Police Pension Fund)

	Amount	Investment Rate of Return	Maturity Date	Investment Income
<b>Money Market</b>				
HOME STATE BANK N.A.	344,508	0.50%	4/30/2020	\$ 143.55
ILLINOIS FUNDS	6,199,547	1.00%	4/30/2020	\$ 5,166.29
IMET	28,662	0.43%	4/30/2020	\$ 10.27
IMET	326	0.43%	4/30/2020	\$ 0.12
IMET	613	0.43%	4/30/2020	\$ 0.22
PMA PRIME	261,241	0.90%	4/30/2020	\$ 195.93
<b>Total</b>	<b>\$ 6,834,898</b>	<b>0.97%</b>		<b>\$ 5,516.37</b>

	Amount	Investment Rate of Return	Maturity Date	Investment Income
<b>Certificates of Deposit</b>				
ALLY BANK	248,000	2.10%	08/09/21	\$ 434.00
AMERICAN PLUS BANK, N.A.	241,100	2.42%	12/16/20	\$ 486.22
BANK 7	241,600	2.27%	01/15/21	\$ 457.03
BANK OF HOPE	249,000	1.20%	05/17/21	\$ 249.00
BANK OZARKS	245,000	1.65%	05/14/21	\$ 336.88
BANK UNITED NATIONAL ASSOC	244,000	2.45%	05/29/20	\$ 498.17
BEACON CR UN INC	248,000	2.45%	06/12/20	\$ 506.33
BELLCO BANK	249,000	1.85%	12/30/20	\$ 383.88
BERKSHIRE BANK	248,000	1.15%	03/31/22	\$ 237.67
BMW BANK	248,000	1.60%	02/28/22	\$ 330.67
CAPITAL ONE BANK	247,000	1.35%	04/08/22	\$ 277.88
CAPITAL ONE NATIONAL	249,000	2.15%	08/01/22	\$ 446.13
CENTERSTATE BANK	249,000	1.00%	03/21/22	\$ 207.50
CIT BANK NATL ASSOC.	244,000	1.00%	09/27/21	\$ 203.33
COMENITY CAP BK	248,000	2.20%	07/18/22	\$ 454.67
CROSS RIVER BANK	248,000	1.85%	09/20/21	\$ 382.33
CRYSTAL LAKE B&TC, NA	243,900	2.45%	06/08/20	\$ 497.96
FAIRFAX BANK	248,000	2.10%	08/27/20	\$ 434.00
FIRST INTERNET BANK OF INDIANA	240,300	2.62%	10/02/20	\$ 524.66
FIRST MID-ILLINOIS BANK & TRUST	235,700	2.86%	03/22/21	\$ 561.36
FREEDOM BANK OF VIRGINIA	245,000	1.40%	03/12/21	\$ 285.83
GOLDEN BANK NA	245,000	1.01%	04/22/22	\$ 206.00
HINSDALE B&TC	243,900	2.45%	06/08/20	\$ 497.96
HOME STATE BANK	2,000,000	2.50%	06/05/20	\$ 4,166.67
J. P. MORGAN CHASE BANK	248,000	1.90%	08/30/21	\$ 392.67
JEFFERSON FINANCIAL INSTITUTION	248,000	1.90%	12/10/21	\$ 392.67
KEESLER FEDERAL CREDIT UNION	249,000	2.90%	01/29/21	\$ 601.75
KERN SACHS FEDERAL CREDIT UNION	247,000	1.80%	12/10/21	\$ 370.50
LAKE FOREST B&T CO. N.A.	243,900	2.45%	06/08/20	\$ 497.96
LAKELAND BANK	243,000	1.00%	05/27/21	\$ 202.50
MAINSTREET BANK	244,300	2.26%	07/24/20	\$ 460.10
MIDLAND STATES BANK	238,600	2.26%	07/26/21	\$ 449.36
MORGAN STANLEY BANK	249,000	2.10%	08/09/21	\$ 435.75
MORGAN STANLEY PRIVATE ASSOC.	249,000	2.10%	08/09/21	\$ 435.75
NEWBANK, NA	243,900	2.44%	06/18/20	\$ 495.93
NEXBANK	243,900	2.42%	06/18/20	\$ 491.87
NORTHBROOK B&TC	243,900	2.45%	06/08/20	\$ 497.96
PACIFIC WESTERN BANK	234,100	3.14%	01/21/21	\$ 612.95
PINNACLE BANK	247,000	0.90%	03/26/21	\$ 185.25
SALLIE MAE BANK	249,000	1.85%	08/30/21	\$ 383.88
SONABANK	240,100	2.69%	10/02/20	\$ 538.22
ST. CHARLES B&TC	243,900	2.44%	06/18/20	\$ 495.93
STATE BANK OF THE LAKES	243,900	2.45%	06/08/20	\$ 497.96
SYNCRONICITY BANK	248,000	1.05%	03/28/22	\$ 217.00
TEXAS EXCHANGE BANK	249,000	1.00%	03/25/22	\$ 207.50
UBS BANK USA	225,000	1.00%	03/11/22	\$ 187.50
VILLAGE BANK & TRUST	243,900	2.45%	06/08/20	\$ 497.96
WEBBANK	249,000	1.35%	04/17/22	\$ 280.13
WELLS FARGO BANK	240,000	1.70%	02/22/22	\$ 340.00
WESTERN ALLIANCE BANK	240,800	2.48%	12/10/20	\$ 497.65
WEX BANK	244,000	2.45%	06/05/20	\$ 498.17
<b>Total</b>	<b>\$ 14,237,700</b>	<b>2.04%</b>		<b>\$ 24,230.97</b>

<b>Total Investments</b>	<b>\$ 21,072,598</b>	<b>1.69%</b>	<b>225 Days</b>	<b>\$ 29,747.34</b>
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# Memo

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

**From:** Paul Christensen, Assistant City Manager/Finance Director

**Date:** August 10, 2020

**Re:** Transmittal of the First Quarter Financial Reports

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The Finance Department has completed the First Quarter Revenues & Expenditures Report and the First Quarter Investment Report. Proper management of the City's funds requires accurate, comprehensive and timely information. With all of the demands placed on a Council Member's time, summarized reports allow you to review the overall financial health of the City, while still being able to make determinations concerning individual fund performance. Please feel free to request additional information or alternate types of presentations that would help the Council evaluate the City's financial operations. Also, please contact me with any questions.



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager

**City of Woodstock**  
**Quarterly Revenues & Expenditures Report**  
For the Three Months Ended July 31, 2020



**For the Three Months Ended**  
**May 1, 2020 – July 31, 2020**

City of Woodstock  
121 W. Calhoun  
Woodstock, IL 60098  
(815)338-4300

# City of Woodstock

## Revenues, Expenditures and Transfers

### Budget Vs. Actual - Narrative

For the First Three Months of the Fiscal Year Ending April 30, 2021

#### External Economic Conditions

The Dow closed on July 31, 2020, the last day of the quarter, at 26,314. This is a 2,224 point drop from the start of 2020. However, this decline was not a steady one, but instead started around mid-February, when it became apparent that the COVID-19 virus was going to become a major factor in the US. As such, the market went into a free fall until March 23<sup>rd</sup> closing at 18,592, which was a decrease of 7,722 (29.3% decline) from the beginning of the year. Then, just as suddenly, the market regained 2,428 or 13.1% back in the next two days. From that point, the market has generally increased, gaining 5,294 or 25.1%.

#### DOW activity for 2020



Consumer Confidence was at 92.6 as of July 2020. This is a sharp decline from where it stood at the beginning of the year at 126.5. This is not much of a surprise considering that the entire country is being affected by the COVID-19 virus.

“Consumer Confidence declined in July following a large gain in June,” said Lynn Franco, Senior Director of Economic Indicators at The Conference Board. “The Present Situation Index improved, but the Expectations Index retreated. Large declines were experienced in Michigan, Florida, Texas and California, no doubt a result of the resurgence of COVID-19. Looking ahead, consumers have grown less optimistic about the short-term outlook for the economy and labor market and remain subdued about their financial prospects. Such uncertainty about the short-term future does not bode well for the recovery, nor for consumer spending.”

The US unemployment rate was at 11.1% at the end of June, which is significantly better than the April 2020 rate of 14.7% and March's rate of 13.3%. While this is an improvement, there are at least 10 million more people who are jobless compared with pre-pandemic levels. Other good news on this front was the most recent data showed new filings for unemployment benefits last week totaled 1.186 million, again the lowest of the coronavirus era. Wall Street had been expecting more than 1.4 million. Also, continuing claims, or those who have collected benefits for two straight weeks, dropped by 844,000. However, this figure still stood at 16.1 million and the 20<sup>th</sup> consecutive week that claims have run above 1 million.

Illinois continued to be worse off than the nation as a whole with an unemployment rate of 14.6% at the end of June, which is the 7<sup>th</sup> worst in the nation. Current States with higher unemployment rates are Michigan 14.8%, California 14.9%, Nevada 15.0%, New York 15.7%, New Jersey 16.6% and Massachusetts 17.4%.

## Overview

At this point, the City of Woodstock is 25% through the fiscal year. It should be noted that the attached report is generated on a cash basis and accrual entries have not been made yet. In most instances this will not affect results. Sales tax is running below budget as a result of numerous businesses being closed in response to the pandemic. So far, the City has realized the following changes from the year before related to sales tax:

Liability Month Collection Month	Change from 2019		
	February May	March June	April July
Regular Sales Tax	1.9%	-6.0%	-5.0%
Home Rule Sales Tax	0.7%	-12.2%	-11.1%

Income tax is on budget at 25%; however, the Illinois Municipal League (IML) has estimated that income tax will decline 7.3% for the City's fiscal year, resulting in a projected fiscal year-end deficit from budget of \$196,526.

MFT tax is also running below budget at 20.6% from the State of Illinois and the local MFT tax being at 19.0% of budget. Both of these figures are expected to become closer to budget as the State has begun to reopen and more people are driving as a result.

Building permit revenue, on the other hand, is above budget at 35.8% as residents undertake remodeling and fence projects.

The City Administration continues to monitor on a monthly basis the financial performance of all funds and modifies the timetables for projects that are waiting on funding, especially with COVID-19 continuing to affect the City's revenue being received.

Detailed discussions regarding revenues, expenditures, and ending cash balances are included below. It is important to note that the Police Pension Fund is not included in this report. This decision was made to focus attention on the City's operating funds and eliminate the significant variances that could occur year to year depending on investment performance

## **Budget vs. Actual – Revenues & Expenditures (Refer to Page 7)**

The highlights from the first quarter of FY20/21 include:

Overall, out of the City's twenty-nine (29) funds, fifteen (15) funds exceeded their budgeted revenues, while only eight (8) funds have ended the first quarter exceeding 25% of budgeted expenditures. This is a direct result of furloughing part-time and limited part-time employees in addition to other expenditure reductions that Staff has implemented, such as the deferral of certain capital outlay items.

The General Corporate Fund's revenues of \$3,075,565 represent 27% of budgeted revenues.

The General Corporate Fund's expenditures ended the first quarter of FY20/21 below the budget amount, reporting \$1,327,167 or 22% of the budgeted amount. The only department within the General Fund that exceeded its budget was General Government at 39.7%. This was a direct result of the entire \$220,000 that was budgeted being transferred to the Real Woodstock account. If this amount was calculated at 25% of budget, then the General Government Department would have ended the quarter under budget at 22.5%.

The Police Protection Fund exceeded its budget because of a transfer to the Police Pension Fund and half of the FY20/21 payments to NERCOM. The reason the transfer to the Police Pension is causing an overage is when property taxes are received they are recorded as revenue, then transferred to the Police Pension Fund and recorded in the Police Protection Fund as a benefit expenditure. Since about 50% of the property tax revenue has been received, this translates into a 50% benefit expense in the Police Protection Fund. If this Police Pension transfer is calculated at 25% of the budget amount and only one payment, which translates into 25% of the budget, is included to NERCOM, then the Fund would be at 23.7% of the budget allocation.

The Liability Insurance Fund expenses are at 51% of budget as the City has made its first of two payments due this fiscal year to MCMRMA. Hotel/Motel Tax Fund's expenditures are at 92% of the budget amount, as Council-authorized disbursements based on last year's revenue have already been paid. The Special Recreation budget is at 92% of the budget amount, as all of the payments to NISRA for the fiscal year have been made.

In addition to revenues and expenditures, information has been presented that calculates net income/(loss) before transfers. Any positive net income reported at year end will be

closed out to fund equity, which will continue to strengthen the City's financial position and build upon existing reserves.

### **Revenues by Type (Refer to Page 8)**

Overall, the City's tax-based revenues reached \$8,141,687 at the end of the first quarter of FY20/21 representing 39.7% of total City revenues. This high percentage represents the fact that the City has collected the first half of property taxes for this fiscal year.

Sales tax is at 22.8% of budget and was described above as below budget as a result of the COVID-19 pandemic.

Impacts Fees (23.6%) as the City has seen some new construction along with the fact that budget amounts were significantly lowered from FY19/20 levels to bring in line the lower amounts of new construction the City has recently realized.

Interest revenue is only at 8.9% of budget. This is a result of the City having a significant amount of CDs in which interest income is only booked at maturity or at the end of the fiscal year. Despite the delay in recognizing interest revenue, it is expected that interest revenue will be significantly below budget as a result of much lower interest rates that the City is able to secure as a result of the Fed's recent actions in response to COVID-19.

Water & sewer sales are at 24.9% of budget projections. This is good news since at this point in the year the City would expect revenue to be slightly below budget since the City still has two summer months to bill, July and August, when usage is typically higher than a normal month.

### **Revenues by Fund (Refer to Page 9)**

Total revenues for the City were \$20,489,461, which represents 44.2% of the budget amount. A large reason for being over the 25% amount is the first half of property taxes being received along with the issuance of \$10 million of debt to pay for the 2020 road resurfacing program. This issuance of debt has also caused other revenues along with total revenue to increase significantly from levels seen in FY19/20.

The General Corporate Fund's revenues of \$3,075,565 represented 27.3% of the budget amount and also represented 15.0% of total revenues collected. The Water & Sewer Utility Fund's revenues of \$1,371,873 were 24.8% of the budget amount.

The General Fund, Police Protection, Illinois Municipal Retirement, Social Security, Environmental Management, Library, TIF, and Liability Insurance Funds received their first half of corresponding property tax levies for the year, resulting in all of these funds exceeding the 25% level for budgeted revenues.

## **Expenditures by Type (Refer to Page 10)**

Salaries ended the first quarter at \$2,545,634 or 20.3% of the budget amount. The numerous furloughs of part-time employees along with not hiring many seasonal workers has attributed to this category being below budget.

Benefits were at \$1,484,568 (24.4%). Claim payments in the Health Insurance Fund are well below budget at 13.4% as many employees deferred medical procedures as a result of COVID-19. What is to be seen is if the City will experience a significant increase in claims later this fiscal year as a result of these employees moving forward with these deferred medical procedures. Offsetting this decrease is the transfer of property taxes to the Police Pension Fund, which is treated as an expenditure within the Police Protection Fund that was described above and is at 50% of budget at this point, but is forecasted to end the year on budget.

Interest expenditures were at 17.2% as a result of the City paying the first half of this fiscal year's interest payments on its outstanding debt. Capital outlay expenditures were at 21.9% as many of the City's capital projects have begun, but have not yet been paid along with the fact that the City has deferred many budgeted projects in light of revenue declines as a result of COVID-19.

Other expenditures are only at 3.7% as this is where principal on debt is recorded. While some of the first half of debt interest payments have been made, typically the principal payment is only included in the second payment in the fiscal year. Also, contractual services are above budget at 32.4% as a result of transferring the annual funding for Real Woodstock to the escrow account.

## **Expenditures by Fund (Refer to Page 11)**

Total expenditures ended the first quarter at \$10,770,321 or 22.2% of the authorized budget amount.

The Police Protection Fund reached \$2,084,221 in expenditures or 31.0% of the budget amount. As was stated previously, this increase in spending, which is exceeding the conventional 25% mark, relates to the Police Pension property tax funds that have been received and expensed when transferred along with 50% of the annual payments to NERCOM for dispatching services.

The Liability Fund is at 50.8% of the budget amount as a result of the first of two payments that are made to MCMRMA for liability and workers compensation insurance.

## **Cash Balances by Fund (Refer to Page 12)**

For additional information regarding cash & investment balances, please refer to the First Quarter Cash & Investment Report. Information contained within this report focuses purely on the cash balances for each fund to assist the City Administration and City Council with determining if sufficient funds are available to finance approved operating expenditures and capital projects.

The General Corporate Fund's cash and investment balance of \$6,613,801 represents 21.4% of the City's overall cash and investment balances. The General Corporate – CIP Fund's cash and investments at the end of the first quarter of FY20/21 was \$9,047,546 and represented 29.2% of the City's entire cash and investment portfolio. This balance is up significantly as a result of the debt issued in May that will be used this summer and fall to pay for the 2020 road repaving program.

The Water & Sewer Capacity Fund reported a total cash balance of \$5,592,345 at the end of the first quarter reflecting the collection of impact fees in previous years that will be utilized in future years to repay the outstanding bonds originally issued to expand the Seminary Avenue Water Treatment Plant. The Water & Sewer Capacity Fund is used to separately account for the receipt of impact fees that are restricted and can only be used for the expansion of the City's water & sewer system.

The Liability Insurance Fund's cash and investments of \$1,813,843 includes \$1.0 million in cash reserves to address the costs of litigating and settling a claim that would not be covered by the City's insurance carrier.

The City has sufficient cash & investments available at this time to continue operations; however, due to the COVID-19 crisis that has reduced City revenue, it has become necessary to make modifications to the budget, especially as it relates to capital outlay. Staff will continue to monitor the outfall from the COVID-19 crisis and continue to make modifications as needed.

## **Next Quarter (August 1, 2020 – October 31, 2020)**

For the second quarter of FY20/21, the City Administration will need to remain vigilant with the day-to-day management of the City's finances, monitoring the City's revenues closely and making modifications as a result of the COVID-19 crisis. In addition, during the second quarter, the City will receive its second-half property tax collections that will be forwarded by the County that will fund operations for the remaining portion of the fiscal year.

**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**

For the 1st Quarter of Fiscal Year Ending April 30, 2021  
**Budget Vs. Actual - Revenues & Expenditures**

Fund	FY2020/2021							
	Revenues				Expenditures			
	Budget	Actual	+(-)	%	Budget	Actual	+(-)	%
General Corporate	\$ 11,257,900	\$ 3,075,565	\$ (8,182,335)	27%	\$ 5,945,900	\$ 1,327,167	\$ (4,618,733)	22%
Municipal Audit	33,500	16,161	(17,339)	48%	34,500	4,100	(30,400)	12%
Police Protection	4,474,800	1,947,268	(2,527,532)	44%	6,729,000	2,084,221	(4,644,779)	31%
Aquatic Center	255,000	-	(255,000)	0%	268,200	3,451	(264,749)	1%
Recreation Center	439,000	7,661	(431,340)	2%	421,000	93,280	(327,720)	22%
Public Parks	329,500	145,523	(183,977)	44%	1,085,900	266,941	(818,959)	25%
Performing Arts	592,500	77,264	(515,236)	13%	888,500	112,718	(775,782)	13%
Public Library	1,918,900	847,467	(1,071,433)	44%	1,745,000	402,193	(1,342,807)	23%
Public Library Building	11,000	8,103	(2,897)	74%	371,000	97,349	(273,651)	26%
Social Security	332,500	159,528	(172,972)	48%	488,900	98,144	(390,756)	20%
IL Municipal Retirement	367,600	175,029	(192,571)	48%	694,600	146,314	(548,286)	21%
Motor Fuel Tax	1,069,600	781,508	(288,092)	73%	1,035,000	207,191	(827,809)	20%
Park Development	52,500	6,998	(45,502)	13%	-	-	-	0%
Administrative Adjudication	17,500	1,310	(16,190)	7%	25,600	1,800	(23,800)	7%
Wireless Alarms	299,700	48,068	(251,633)	16%	176,000	16,668	(159,332)	9%
Special Recreation	150,000	73,091	(76,909)	49%	132,000	121,043	(10,957)	92%
Liability Insurance	384,700	175,004	(209,696)	45%	381,300	193,652	(187,648)	51%
Paratransit	1,400	-	(1,400)	0%	31,700	15,482	(16,219)	49%
Debt Service	80,000	-	(80,000)	0%	1,030,000	39,018	(990,982)	4%
Library Debt Service	-	-	-	0%	-	-	-	#DIV/0!
TIF #1	501,500	247,156	(254,344)	49%	295,200	7,858	(287,342)	3%
TIF #2	167,200	115,722	(51,478)	69%	755,000	211,010	(543,990)	28%
Water & Sewer Utility	5,539,600	1,371,873	(4,167,727)	25%	3,462,900	877,063	(2,585,837)	25%
Water & Sewer Utility - CIP	1,189,000	829	(1,188,171)	0%	2,570,700	287,878	(2,282,822)	11%
Water & Sewer Utility - Capacity	305,000	38,888	(266,112)	13%	1,557,700	12,600	(1,545,100)	1%
Health & Life	819,300	172,224	(647,076)	21%	3,062,400	473,304	(2,589,096)	15%
General Corporate - CIP	14,025,300	10,537,287	(3,488,013)	75%	13,869,700	3,226,229	(10,643,471)	23%
Revolving Loan	5,600	52	(5,548)	1%	-	-	-	0%
Environmental Management	1,605,600	451,673	(1,153,927)	28%	1,426,600	367,649	(1,058,951)	26%
Hotel/Motel Tax	89,000	8,211	(80,789)	9%	82,500	76,000	(6,500)	92%
<b>Total</b>	<b>\$ 46,314,700</b>	<b>\$ 20,489,461</b>	<b>\$ (25,825,239)</b>	<b>44%</b>	<b>\$ 48,566,800</b>	<b>\$ 10,770,321</b>	<b>\$ (37,796,479)</b>	<b>22%</b>

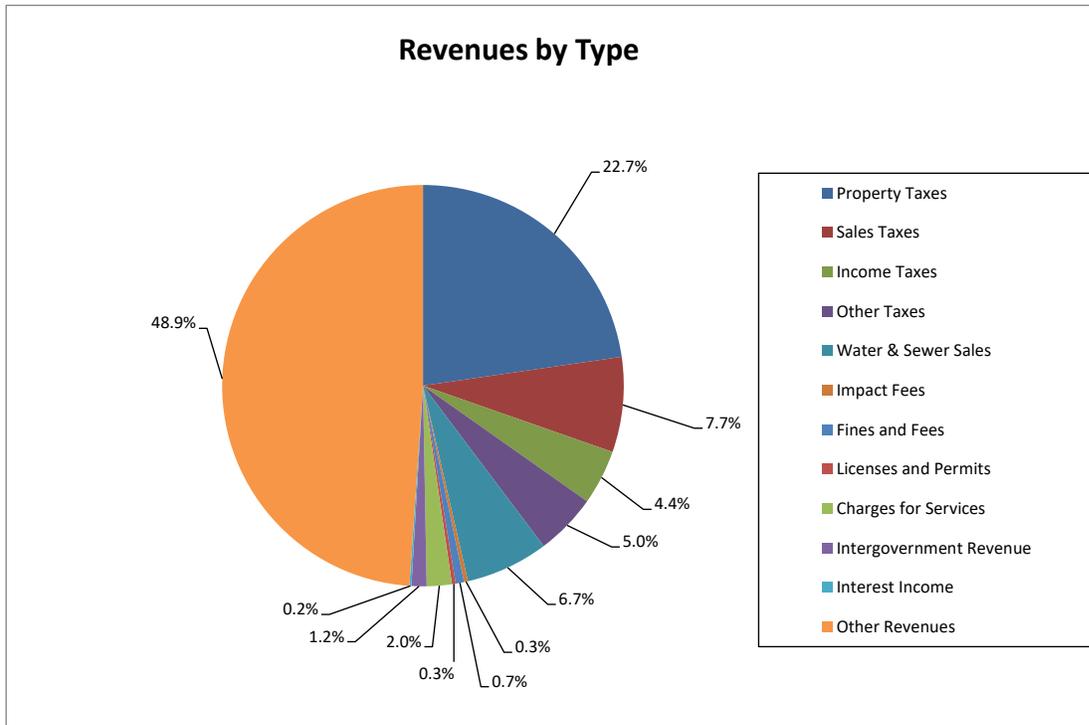
**Budget Vs. Actual - Net Income/(Loss), Before Transfers**

Fund	FY2020/2021			
	Budget	Actual	+(-)	%
General Corporate	\$ 5,312,000	\$ 1,748,398	\$ (3,563,602)	33%
Municipal Audit	(1,000)	12,061	13,061	(1206%)
Police Protection	(2,254,200)	(136,953)	2,117,247	6%
Aquatic Center	(13,200)	(3,451)	9,749	26%
Recreation Center	18,000	(85,620)	(103,620)	(476%)
Public Parks	(756,400)	(121,418)	634,982	16%
Performing Arts	(296,000)	(35,455)	260,545	12%
Public Library	173,900	445,274	271,374	256%
Public Library Building	(360,000)	(89,246)	270,754	25%
Social Security	(156,400)	61,384	217,784	(39%)
IL Municipal Retirement	(327,000)	28,715	355,715	(9%)
Motor Fuel Tax	34,600	574,317	539,717	1660%
Park Development	52,500	6,998	(45,502)	13%
Administrative Adjudication	(8,100)	(490)	7,610	100%
Wireless Alarms	123,700	31,400	(92,300)	25%
Special Recreation	18,000	(47,952)	(65,952)	(266%)
Liability Insurance	3,400	(18,648)	(22,048)	(548%)
Paratransit	(30,300)	(15,482)	14,819	51%
Debt Service	(950,000)	(39,018)	910,982	4%
Library Debt Service	-	-	-	#DIV/0!
Tax Increment Financing	206,300	239,298	32,998	116%
Water & Sewer Utility	2,076,700	494,810	(1,581,890)	24%
Water & Sewer Utility - CIP	(1,381,700)	(287,049)	1,094,651	21%
Water & Sewer Utility - Capacity	(1,252,700)	26,288	1,278,988	(2%)
Health & Life	(2,243,100)	(301,080)	1,942,020	13%
General Corporate - CIP	155,600	7,311,058	7,155,458	4699%
Revolving Loan	5,600	52	(5,548)	0%
Environmental Management	179,000	84,024	(94,976)	0%
Hotel/Motel Tax	6,500	(67,789)	(74,289)	(1043%)
<b>Total</b>	<b>\$ (1,664,300)</b>	<b>\$ 9,814,428</b>	<b>\$ 11,478,728</b>	<b>(590%)</b>

**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the 1st Quarter of Fiscal Year Ending April 30, 2021**

**Revenues by Type**

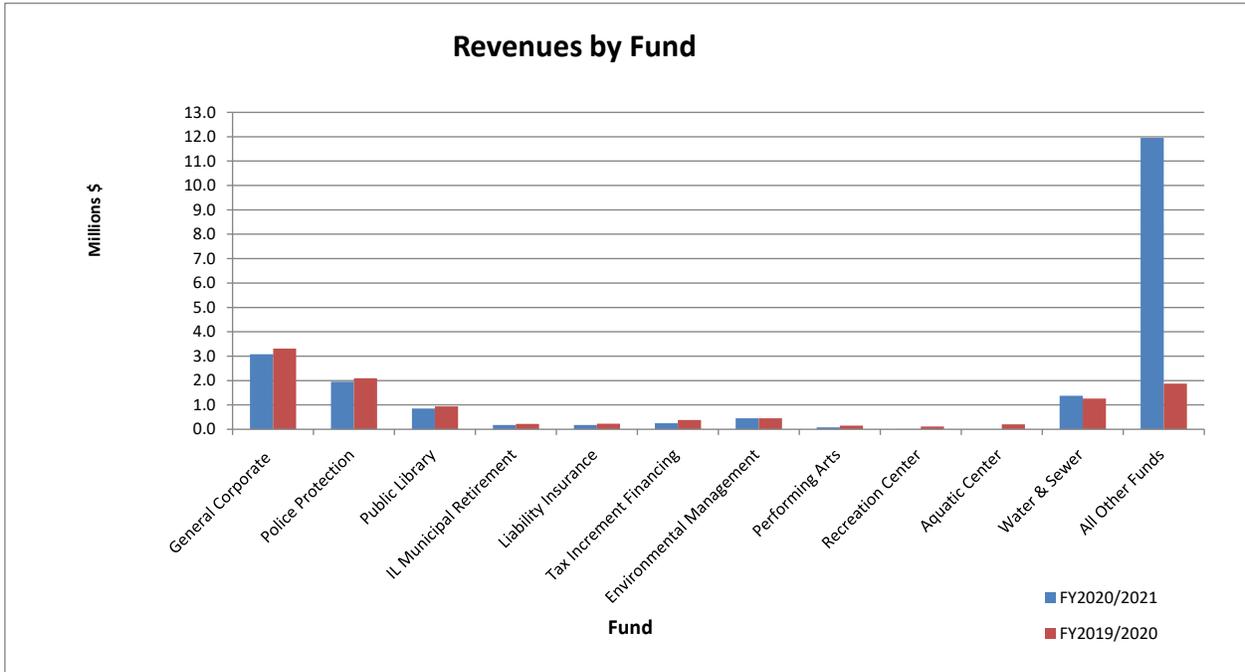
Revenues	FY2020/2021				FY2019/2020
	Budget	Actual	% of Budget	% of Total	Actual
Property Taxes	\$ 9,443,700	\$ 4,651,477	49.3%	22.7%	\$ 4,915,919
Sales Taxes	6,871,400	1,568,837	22.8%	7.7%	1,602,350
Income Taxes	3,618,500	904,184	25.0%	4.4%	1,112,486
Other Taxes	2,210,300	1,017,188	46.0%	5.0%	491,869
Water & Sewer Sales	5,476,300	1,365,377	24.9%	6.7%	1,247,670
Impact Fees	276,000	65,079	23.6%	0.3%	30,472
Fines and Fees	1,184,300	137,189	11.6%	0.7%	314,041
Licenses and Permits	247,000	62,888	25.5%	0.3%	125,574
Charges for Services	2,572,900	412,742	16.0%	2.0%	775,107
Intergovernment Revenue	1,325,300	247,685	18.7%	1.2%	233,443
Interest Income	373,500	33,086	8.9%	0.2%	71,452
Other Revenues	12,715,500	10,023,729	78.8%	48.9%	422,966
<b>Total</b>	<b>\$ 46,314,700</b>	<b>\$ 20,489,461</b>	<b>44.2%</b>	<b>100.0%</b>	<b>\$ 11,343,348</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the 1st Quarter of Fiscal Year Ending April 30, 2021**

**Revenues by Fund**

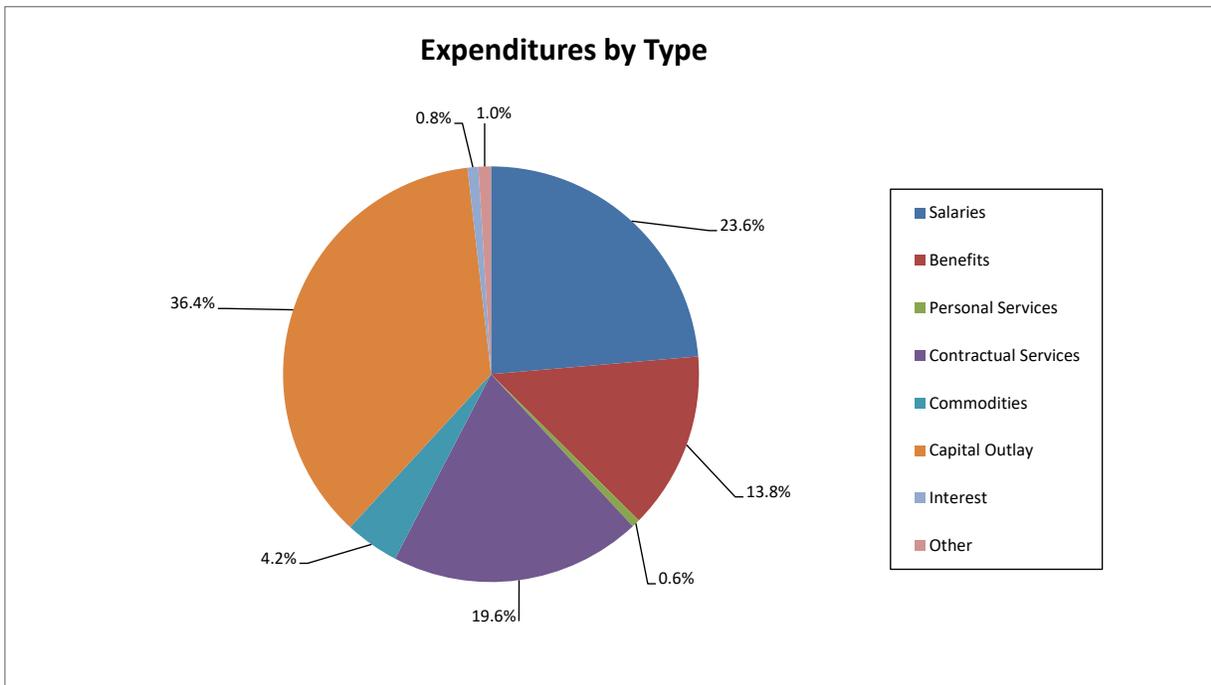
Fund	FY2020/2021				FY2019/2020
	Budget	Actual	% of Budget	% of Total	Actual
General Corporate	\$ 11,257,900	\$ 3,075,565	27.3%	15.0%	\$ 3,307,927
Police Protection	4,474,800	1,947,268	43.5%	9.5%	2,092,068
Public Library	1,918,900	847,467	44.2%	4.1%	935,942
Social Security	332,500	159,528	48.0%	0.8%	135,400
IL Municipal Retirement	367,600	175,029	47.6%	0.9%	223,798
Liability Insurance	384,700	175,004	45.5%	0.9%	231,130
Tax Increment Financing	501,500	247,156	49.3%	1.2%	376,674
Environmental Management	1,605,600	451,673	28.1%	2.2%	449,258
Performing Arts	592,500	77,264	13.0%	0.4%	147,079
Recreation Center	439,000	7,661	1.7%	0.0%	112,660
Aquatic Center	255,000	-	0.0%	0.0%	199,512
Water & Sewer	5,539,600	1,371,873	24.8%	6.7%	1,261,910
All Other Funds	18,645,100	11,953,974	64.1%	58.3%	1,869,990
<b>Totals</b>	<b>\$ 46,314,700</b>	<b>\$ 20,489,461</b>	<b>44.2%</b>	<b>100.0%</b>	<b>\$ 11,343,348</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
For the 1st Quarter of Fiscal Year Ending April 30, 2021

**Expenditures by Type**

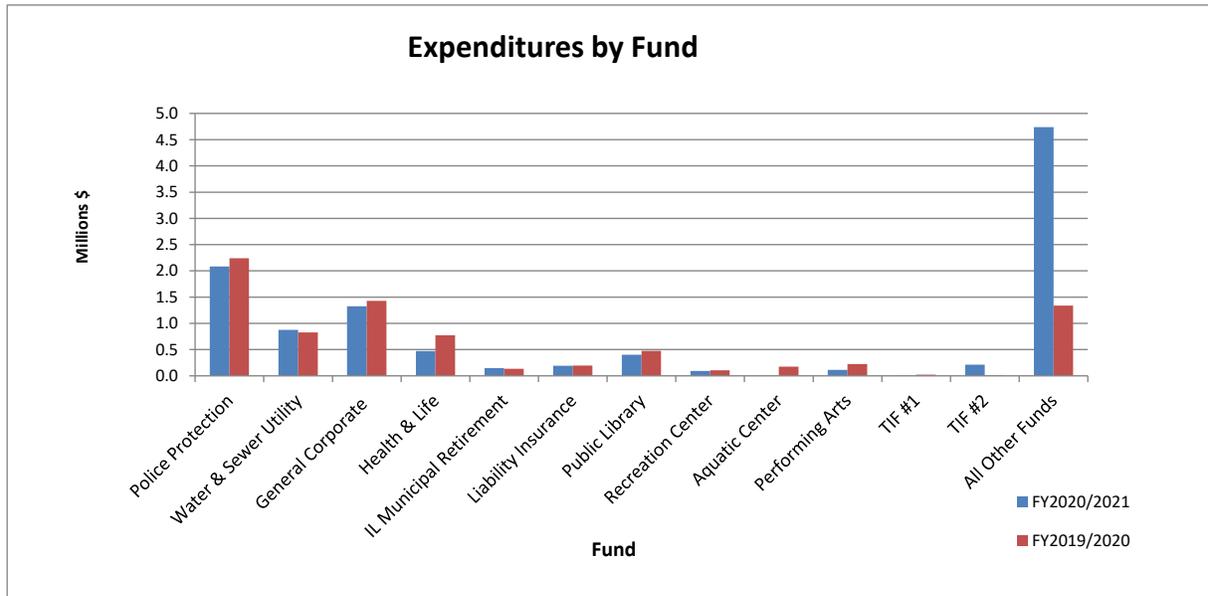
Expenditures	FY2020/2021				FY2019/2020
	Budget	Actual	% of Budget	% of Total	Actual
Salaries	\$ 12,519,800	\$ 2,545,634	20.3%	23.6%	\$ 3,221,320
Benefits	6,087,000	1,484,568	24.4%	13.8%	1,772,302
Personal Services	263,300	68,882	26.2%	0.6%	94,383
Contractual Services	6,505,500	2,108,121	32.4%	19.6%	1,901,042
Commodities	1,966,800	453,288	23.0%	4.2%	366,856
Capital Outlay	17,890,400	3,915,075	21.9%	36.4%	497,553
Interest	524,200	89,981	17.2%	0.8%	84,861
Other	2,809,800	104,772	3.7%	1.0%	136,639
<b>Total</b>	<b>\$ 48,566,800</b>	<b>\$ 10,770,321</b>	<b>22.2%</b>	<b>100.0%</b>	<b>\$ 8,074,957</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the 1st Quarter of Fiscal Year Ending April 30, 2021**

**Expenditures by Fund**

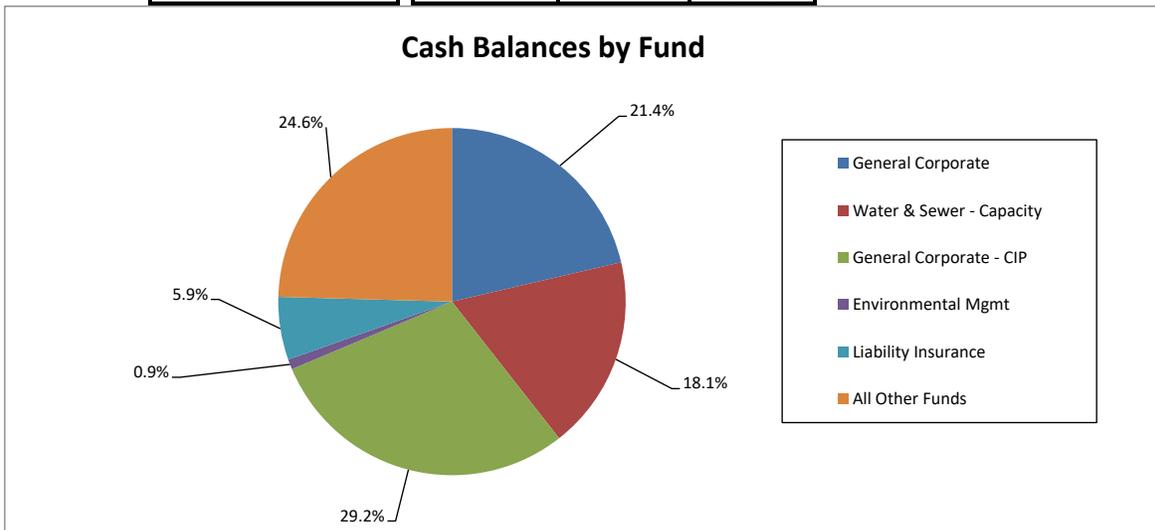
Fund	FY2020/2021				FY2019/2020
	Budget	Actual	% of Budget	% of Total	Actual
Police Protection	\$ 6,729,000	\$ 2,084,221	31.0%	19.4%	\$ 2,242,045
Water & Sewer Utility	3,462,900	877,063	25.3%	8.1%	824,781
General Corporate	5,945,900	1,327,167	22.3%	12.3%	1,428,893
Health & Life	3,062,400	473,304	15.5%	4.4%	772,279
Social Security	488,900	98,144	20.1%	0.9%	128,281
IL Municipal Retirement	694,600	146,314	21.1%	1.4%	135,747
Liability Insurance	381,300	193,652	50.8%	1.8%	196,094
Public Library	1,745,000	402,193	23.0%	3.7%	475,351
Recreation Center	421,000	93,280	22.2%	0.9%	104,399
Aquatic Center	268,200	3,451	1.3%	0.0%	174,454
Performing Arts	888,500	112,718	12.7%	1.0%	223,677
TIF #1	295,200	7,858	2.7%	0.1%	21,030
TIF #2	755,000	211,010	27.9%	2.0%	11,088
All Other Funds	23,428,900	4,739,946	20.2%	44.0%	1,336,836
<b>Totals</b>	<b>\$ 48,566,800</b>	<b>\$ 10,770,321</b>	<b>22.2%</b>	<b>100.0%</b>	<b>\$ 8,074,957</b>



**City of Woodstock**  
**Revenues & Expenditures**  
**Budget Vs. Actual**  
**For the 1st Quarter of Fiscal Year Ending April 30, 2021**

**Cash Balances by Fund**

Funds	FY2020/2021		FY2019/2020
	Actual	%	Actual
General Corporate	\$ 6,613,801	21.4%	\$ 6,383,647
Water & Sewer - Capacity	5,592,345	18.1%	5,991,374
General Corporate - CIP	9,047,546	29.2%	1,822,782
Environmental Mgmt	290,779	0.9%	376,671
Liability Insurance	1,813,843	5.9%	1,804,827
All Other Funds	7,605,141	24.6%	6,375,637
<b>Total</b>	<b>\$ 30,963,455</b>	<b>100.0%</b>	<b>\$ 22,754,938</b>



**City of Woodstock**  
**Quarterly Investment Report**  
As of July 31, 2020



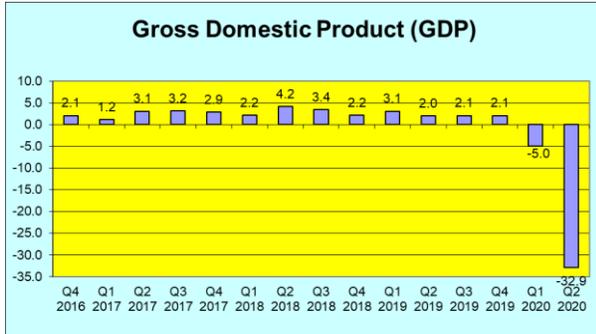
**For the Three Months Ended**  
**May 1, 2020 – July 31, 2020**

City of Woodstock  
121 W. Calhoun  
Woodstock, IL 60098  
(815)338-4300

# City of Woodstock

## Quarterly Investment Report - Narrative

As of July 31, 2020

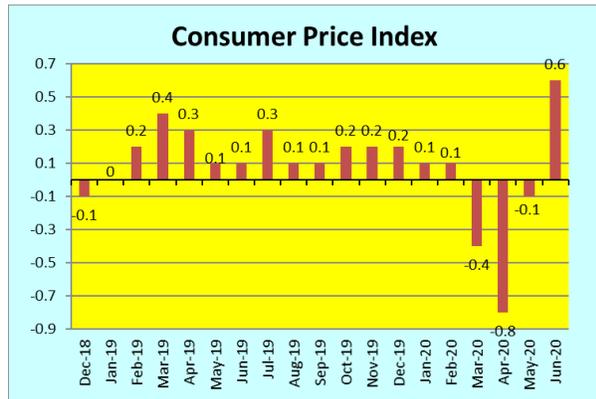


Gross domestic product (GDP) declined 32.9% in the second quarter after declining 5.0% percent in the first quarter of 2020. This decline over this period of time is the worst ever recorded including the Great Depression.

The report “just highlights how deep and dark the hole is that the economy cratered into in Q2,” said Mark Zandi, Chief Economist at Moody’s Analytics. “It’s a very deep and dark

hole and we’re coming out of it, but it’s going to take a long time to get out.”

Sharp contractions in personal consumption, exports, inventories, investment and spending by state and local governments converged to bring down GDP, which is the combined tally of all goods and services produced during the period.

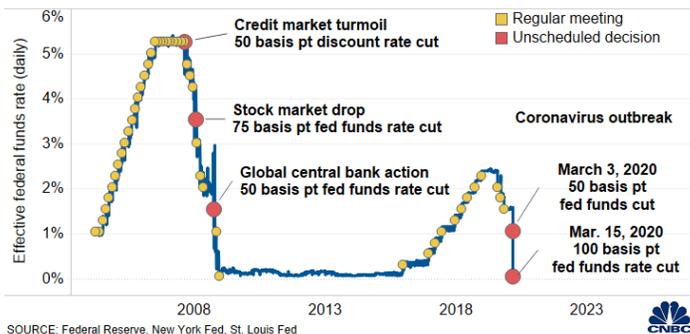


Personal consumption, which historically has accounted for about two-thirds of all activity in the U.S., subtracted 25% from the Q2 total, with services accounting for nearly all of that drop.

The Consumer Price Index (CPI) increased 0.6% at the end of June 2020. This was after two sharp declines of 0.4% in March and 0.8% in April. May also realized a small decline of 0.1%.

This increase was the most in nearly eight years as businesses reopened and the Federal Government pumped money into the economy. The increase in CPI was mostly driven by an increase in gasoline and food. Excluding the volatile food and energy components, CPI rose 0.2% in June.

### Fed rate moves



In order to counteract the effects COVID-19 virus is having on the economy, the Fed has cut rates significantly this year. In March alone, the Fed held two emergency meetings on March 3<sup>rd</sup> and 15<sup>th</sup> in which they cut rates 50 and 100 basis points respectively. With these rate

cuts, the current Fed Fund rate is targeted at between 0.00% and 0.25%

More recently, the Federal Reserve has announced their commitment to raising the rate of inflation and will announce their plan in the upcoming few months, possible as soon as September. Part of the plan is thought to make a pledge not to raise rates until inflation hits 2.0% on an annual basis and full employment figures are met as was the case pre-COVID-19.

As is always the case, the City's Police Pension investments are not included within this report. These investments are selected and managed by professional investment managers that are approved directly by the Police Pension Board. The Police Pension has different investment goals than the City's operating investments. State Statute recognizes this fact and allows the City's Police Pension Board to invest in equities and debt securities that can provide for higher rates of return at higher levels of risk. The City's Police Pension Board has adopted a different investment policy to allow their investment managers to take advantage of these types of investments. Therefore, investments that are held by the City for the purpose of paying operating and capital costs cannot be compared to investments held for the purpose of funding pensions for Police Officers.

### **Investment Balances (Refer to Page 6)**

The City of Woodstock's investment balance at the end of the first quarter of FY20/21 was \$31,674,186, which is a \$10,601,588 increase from the prior quarter's ending balance. This increase was expected as the County forwarded the first half of the City's property taxes, which will be used to fund operations later in the fiscal year. Also, contributing to the cash increase was the closing on the \$10 million bond in May 2020 that will be used to pay for the 2020 road improvements.

### **Investment Return (Refer to Pages 7 & 8)**

The Finance Department provides a monthly investment return report on page 7 and a rolling one-year investment return report provided on page 8. The purpose of presenting the one-year rolling investment section is to show how the City's investments compare to the City's benchmark, the 13-week U.S. Treasury Bill, using a longer period of time. The problem with the current system is that in a rising interest-rate environment the City's investments will almost always lag behind the benchmark, as the City is still holding older Certificates of Deposit (CD) that are at a lower rate. The opposite would be true during a decreasing interest rate environment were the City's investment return will likely exceed the 13-week Treasury benchmark.

The City's investment return posted a decrease in the first quarter of FY20/21, decreasing to 0.71% in July 2020 or ninety-eight (98) basis points lower than the 1.69% reported at the end of the fourth quarter of FY19/20. This very large decrease is a result of the COVID-19 pandemic and the resulting interest rate drop that the Fed instituted to try and keep the economy running.

The City's investment return returned to exceed the 13-week U.S. Treasury Bill in this quarter. This is a result of the City still holding some older CDs bought when interest rates were higher along with strategic placement of cash in money market funds that are paying above the 13-week

U.S. Treasury Bill. More information on the individual CD rates can be found on page 15 of the quarterly investment report. Overall, should this spread remain the same for the entire fiscal year, this higher rate of return would generate an additional \$310,407 in investment income over a one-year period based on current investment balances.

**On Page 8**, the City's one-year rolling investment return was 1.79%. This exceeded the 13-week U.S. Treasury bill rate by 0.75 basis points. This would be expected as there has been a declining interest rate environment for the past year. As was stated above, in a declining interest rate environment, the City's investments more often than not will exceed the benchmark as the City is holding older, higher interest CDs.

As always, the City Administration will continue to invest the City's portfolio in a prudent manner with the goal of maximizing returns. This will be accomplished while ensuring there is enough liquidity to meet current and unforeseen expenditures along with safeguarding the City's funds against losses.

### **Investment Pool Liquidity (Refer to Page 9)**

The City invests in certificates of deposit that are issued by financial institutions. This investment vehicle charges a penalty for early withdrawal. The liquidity level of the investment pool indicates how quickly, on average, all of the City's funds can be converted into cash without incurring any penalties. The lower the liquidity level, the quicker the City can convert its investments to cash. A higher liquidity level can create problems with cash flows, since cash may not be available to fund current expenditures. It is important to note that money market funds are always available and can be used to fund current expenditures.

The appropriate liquidity level for an investment pool is a delicate balancing act which must take into account the higher rates of return offered by longer-term investments versus the need for cash on hand to pay current expenditures. Moreover, future cash inflows may warrant the investment of additional funds on hand today to earn higher rates of return. Finally, future projections regarding interest rates must be considered to determine if funds should be kept in liquid resources paying lower rates of interest for the short-term to invest at higher rates at a later date.

The City's investment pool liquidity is currently at an average of 145 days, which is 80 days shorter than the 225 days reported at the end of fourth quarter of FY19/20. This decrease is a result of two things. The first is the City buying CDs and the end of the last quarter to try and lock in higher interest rates. Second, now that rates have decreased and CD rates are in the 0.10% for a year, Staff has decided not to lock in at this rate and has instead decided to invest additional funds in money market accounts that are paying more.

### **Investments by Institution (Refer to Page 10)**

The City's largest institutions for certificates of deposit and money market funds are PMA Prime (26.3%), Illinois Funds (19.6%), Illinois Metropolitan Investment Fund (IMET) (14.0%) and Home State Bank (9.9%). The City Administration did not exceed the fifty-percent limit in any

one institution as outlined in the City's Investment Policy. The City Administration will continue to monitor investment balances to insure that they remain below the 50% threshold.

### **Investments by Type (Refer to Page 11)**

The City's investment in certificates of deposit decreased from the end of the fourth quarter of FY19/20 (i.e., \$14,237,700) to the end of this quarter (i.e., \$11,606,602) as the City elected not to reinvest CDs that came due and instead invested those funds into money market accounts.

The City Administration will continue to monitor investment rates of return on commercial paper and U.S. Treasury securities. However, at this time, those investments have continued to offer lower rates of return than certificates of deposit offered by local financial institutions.

### **Investments by Maturity (Refer to Page 12)**

The City has a portion of its portfolio (i.e., \$728,400 in certificates of deposit) that will be maturing during the next quarter. This figure represents 2.3% of the City's total investment portfolio. This low dollar amount positions the City in a better place to try and wait out this extremely low interest rate environment. When the bulk of the City's CDs do mature, there is hope that interest rates will be higher.

Money market funds are separated from certificates of deposit, commercial paper, and U.S. Treasury Bills since money market funds are the equivalent of demand accounts and do not have a maturity date. In addition, when considering new investments, the City Administration will continue to only purchase investments that maximize the safety of the portfolio. As a secondary goal, investments will be purchased to maximize the yield of the portfolio.

### **Investment Collateralization (Refer to Page 13)**

All certificates of deposit are protected by FDIC insurance currently set at \$250,000. Therefore, the City Administration requires collateralization on investment balances that exceed \$250,000 for individual banks. Additional amounts exceeding FDIC insurance are required to be covered by collateral, usually in the form of federal or municipal securities, held by the City's agent in the City's name (GASB Statement 3, Level 1 custodial safeguarding, the safest level). Collateral is required to be provided by the financial institutions to protect the City's interest. The collateral level provided to the City was as follows: Home State Bank (118%).

The City's Investment Policy requires that amounts exceeding FDIC insurance should be collateralized at 105% of the amount invested. The amount of collateral varies by financial institution depending on the City's current amount invested. This amount fluctuates from month to month as the City's investment balances change. The collateral protects the City in case a financial institution becomes insolvent. The City could then sell the collateral to recover any amounts lost from investing with that specific financial institution.

## **Cash & Investments by Fund (Refer to Page 14)**

The General Corporate – CIP (\$9,047,546 or 28.6%) held the top spot for reporting cash and investment balances at the end of the first quarter of FY20/21. The City's top five funds at the end of the first quarter included the General Corporate – CIP (\$9,047,546 or 28.6%), General Corporate Fund (\$6,613,801 or 20.9%), Water & Sewer Capacity (\$5,592,345 or 17.7%), Water & Sewer Fund (\$1,410,262 or 4.5%), and Health/Life Insurance Fund (\$1,210,337 or 3.8%).

The Water & Sewer Fund and Water & Sewer Capacity Fund reported a small increase in cash and investment balances while the General Corporate - CIP Fund realized a large increase in cash as a result of bond proceeds that will be used to pay for the 2020 road resurfacing program.

The General Fund, along with numerous other funds that receive property taxes, also reported increases to cash and investment balances as these funds will be used in the third and fourth quarter of this fiscal year. The Water & Sewer Capacity Fund increase was a result of impact fees that were received during this period for future expansion needs.

## **Investment Detail (Refer to Page 15)**

A detailed listing of the City's investments has been provided for the City Council's review. The City utilizes seven (7) separate money market accounts and has investments with forty-four (44) separate financial institutions.

The City Administration only purchases certificates of deposit from banks covered by FDIC insurance. The FDIC provides coverage levels for the City's deposits up to a maximum of \$250,000. Amounts on deposit that exceed \$250,000 are collateralized in accordance with the City's Investment Policy.

## **Second Quarter of FY20/21 Investments**

The City's Administration continues to proactively monitor the City's investments to insure State requirements are adhered to while the overall portfolio's rate of return remains maximized. For the second quarter of FY20/21, the City should continue to monitor the COVID-19 pandemic and the impact it is having on City revenues and cash reserves. While it is likely the pandemic will cause cash reserves to decline, City Staff is confident that there are sufficient reserves to accommodate these challenges.

Overall, the City's funds performed well during the first quarter of FY20/21 with the City exceeding the 13-week U.S. Treasury Bill benchmark. The City Administration will continue to maximize investment returns within the guidelines provided within the approved Investment Policy.

# City of Woodstock

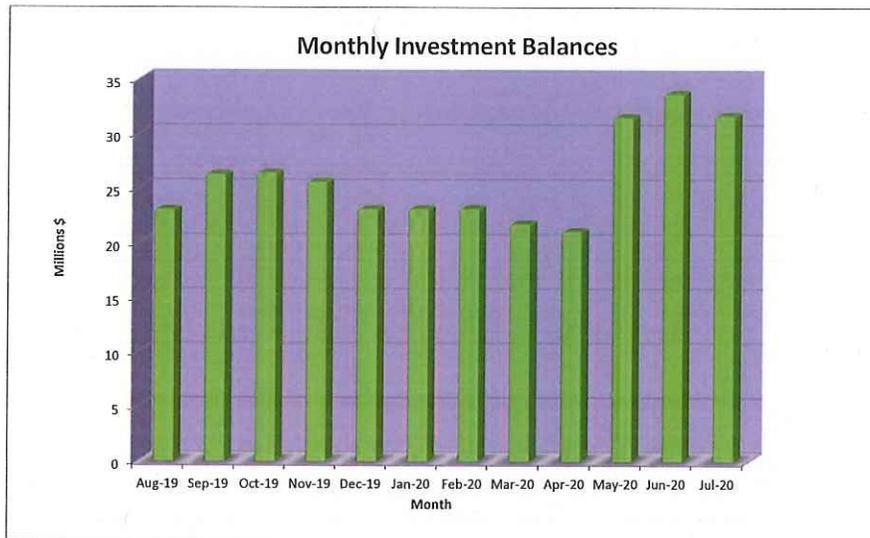
## Quarterly Investment Report

As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Monthly Investment Balances

Month	Investment Balance
August-19	\$ 23,069,894
September-19	26,291,179
October-19	26,407,390
November-19	25,582,538
December-19	23,101,562
January-20	23,115,401
February-20	23,128,172
March-20	21,754,141
April-20	21,072,598
May-20	31,514,298
June-20	33,674,854
July-20	31,674,186



# City of Woodstock

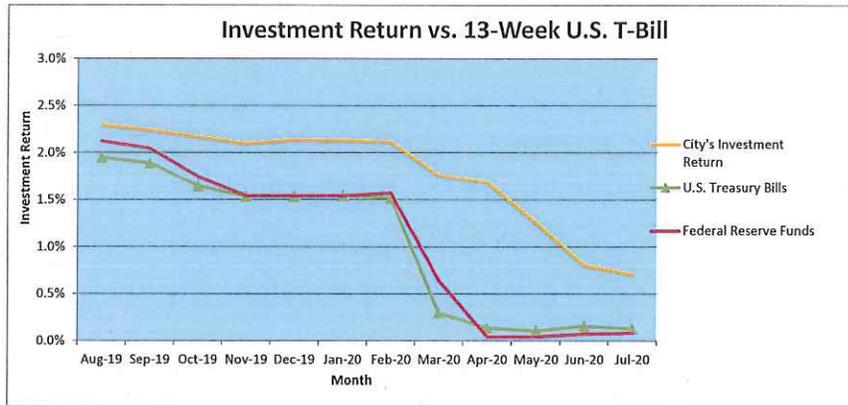
## Quarterly Investment Report

As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Monthly Investment Return Versus 13-Week U.S. Treasury Bill

Month	City of Woodstock	13-Week U.S. Treasury Bill	Federal Funds
August-19	2.30%	1.95%	2.13%
September-19	2.24%	1.89%	2.05%
October-19	2.17%	1.65%	1.75%
November-19	2.10%	1.54%	1.55%
December-19	2.14%	1.54%	1.55%
January-20	2.13%	1.55%	1.55%
February-20	2.12%	1.52%	1.58%
March-20	1.76%	0.30%	0.65%
April-20	1.69%	0.14%	0.05%
May-20	1.26%	0.11%	0.05%
June-20	0.81%	0.16%	0.08%
July-20	0.71%	0.13%	0.09%



The Illinois State Treasurer has suggested that the interest rate offered on 13-Week U.S. Treasury Bills be the benchmark for finance officers. The Federal Funds rate is the interest rate offered to financial institutions for the overnight deposit of funds. This rate influences future short-term interest rates.

# City of Woodstock

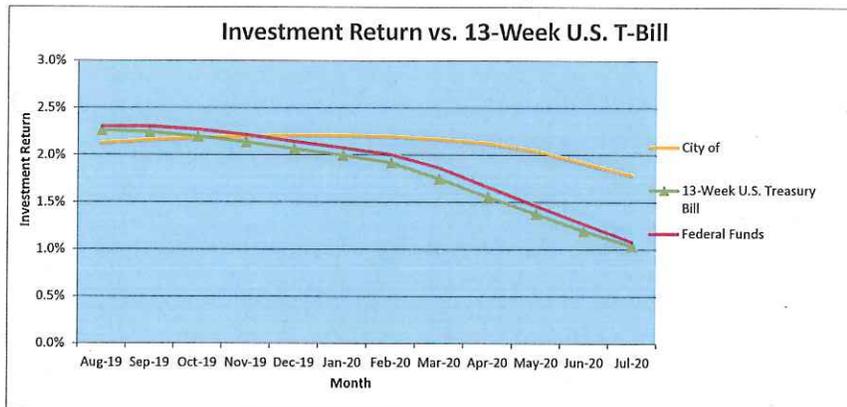
## Quarterly Investment Report

As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Rolling One Year Investment Return Versus 13-Week U.S. Treasury Bill

Month	City of Woodstock	13-Week U.S. Treasury Bill	Federal Funds
August-19	2.13%	2.27%	2.31%
September-19	2.16%	2.25%	2.31%
October-19	2.18%	2.20%	2.28%
November-19	2.20%	2.14%	2.22%
December-19	2.21%	2.07%	2.15%
January-20	2.21%	2.00%	2.08%
February-20	2.20%	1.92%	2.01%
March-20	2.17%	1.75%	1.87%
April-20	2.13%	1.56%	1.67%
May-20	2.05%	1.38%	1.47%
June-20	1.92%	1.20%	1.28%
July-20	1.79%	1.04%	1.09%



The Illinois State Treasurer has suggested that the interest rate offered on 13-Week U.S. Treasury Bills be the benchmark for finance officers. The Federal Funds rate is the interest rate offered to financial institutions for the overnight deposit of funds. This rate influences future short-term interest rates.

# City of Woodstock

## Quarterly Investment Report

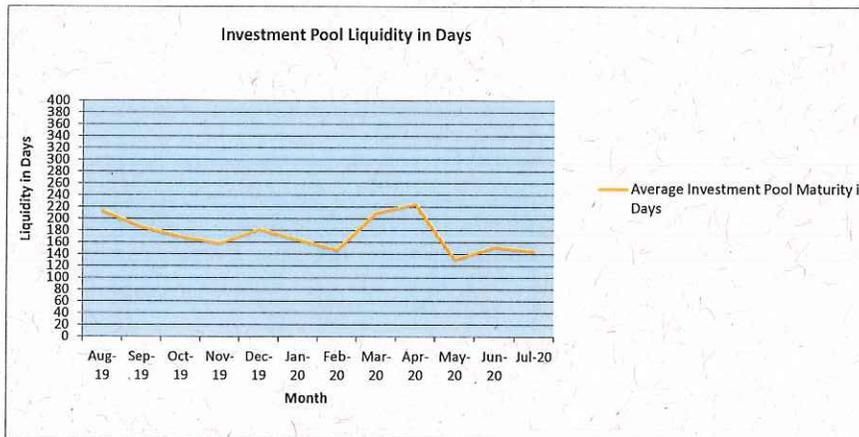
As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Investment Pool Liquidity in Days

Month	Average Investment Pool Maturity in Days
August-19	213
September-19	186
October-19	169
November-19	158
December-19	182
January-20	164
February-20	147
March-20	210
April-20	225
May-20	131
June-20	152
July-20	145

The City's Investment Policy does not allow for the purchase of securities with maturities that exceed three years.



# City of Woodstock

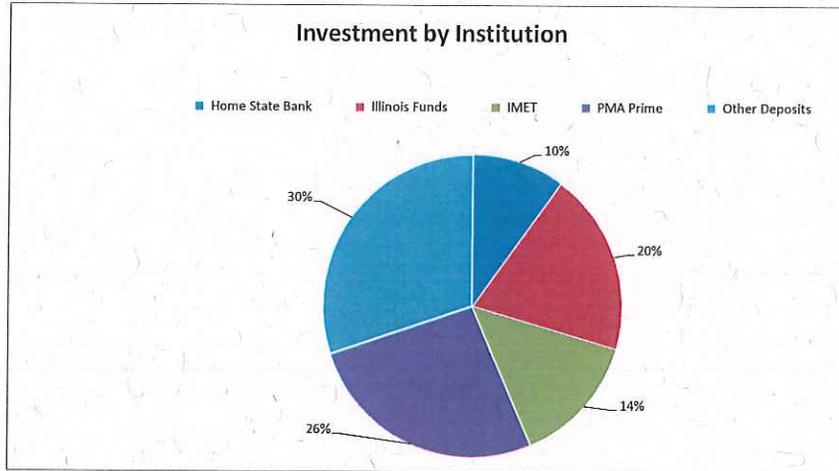
## Quarterly Investment Report

As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Investments by Institution

Institution	First Quarter FY2020/2021 Investments	Investment Percentage	Fourth Quarter FY2019/2020 Investments
Home State Bank	\$ 3,143,346	9.9%	\$ 2,344,508
Illinois Funds	6,207,024	19.6%	6,199,547
IMET	4,426,035	14.0%	29,601
PMA Prime	8,341,281	26.3%	261,241
Other Deposits	9,556,500	30.2%	12,237,700
<b>Total</b>	<b>\$ 31,674,186</b>	<b>100.0%</b>	<b>\$ 21,072,598</b>



The City's Investment Policy requires that investments in any institution shall not exceed more than 50% with the exception of investments with the U.S. Treasury.

# City of Woodstock

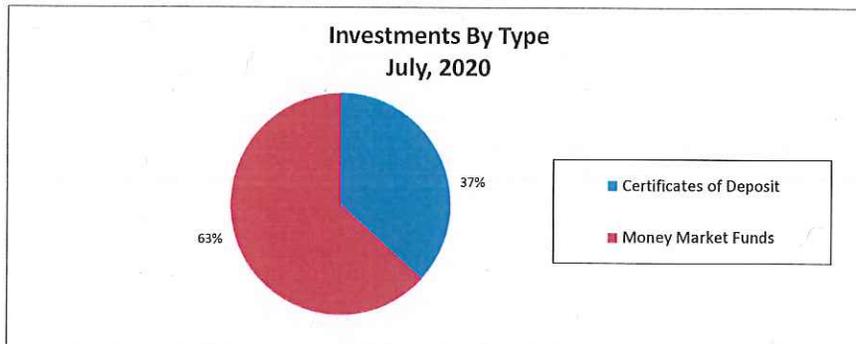
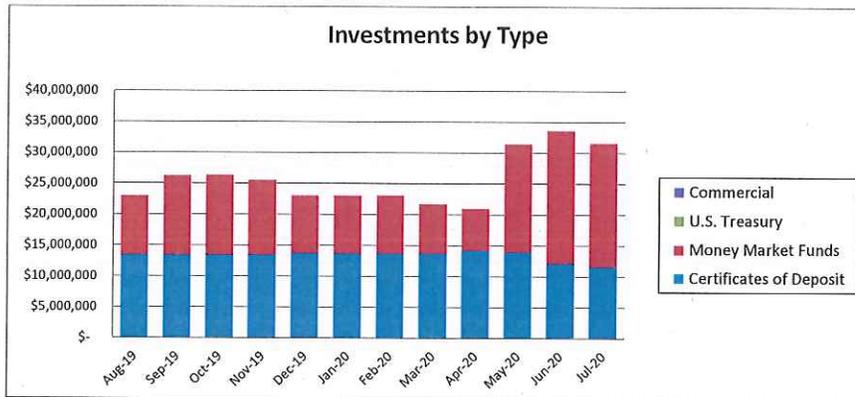
## Quarterly Investment Report

As of July 31, 2020

*(Excludes Investments Held by the City's Police Pension Fund)*

### Investments by Type

Month	Certificates of Deposit	Money Market Funds	U.S. Treasury	Commercial
August-19	\$ 13,474,700	\$ 9,595,194	\$ -	\$ -
September-19	13,476,700	12,814,479	-	-
October-19	13,476,700	12,930,690	-	-
November-19	13,476,700	12,105,838	-	-
December-19	13,723,700	9,377,862	-	-
January-20	13,723,700	9,391,701	-	-
February-20	13,723,700	9,404,472	-	-
March-20	13,734,700	8,019,441	-	-
April-20	14,237,700	6,834,898	-	-
May-20	13,993,700	17,520,598	-	-
June-20	12,099,902	21,574,953	-	-
July-20	11,606,602	20,067,585	-	-



# City of Woodstock

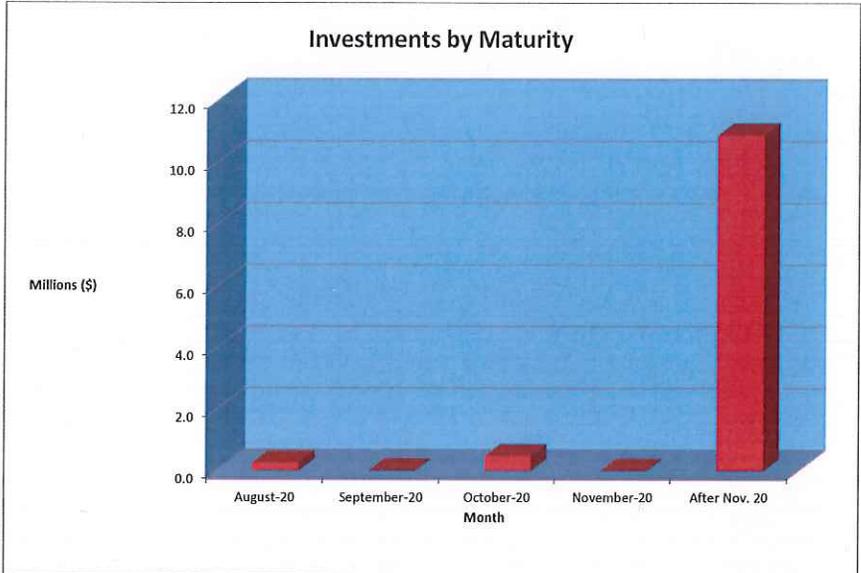
## Quarterly Investment Report

As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Investments by Maturity

Maturity Month	Investment Amount	Investment Percentage
August-20	\$ 248,000	0.8%
September-20	-	0.0%
October-20	480,400	1.5%
November-20	-	0.0%
After Nov. 20	10,878,202	34.3%
Money Market	20,067,585	63.4%
<b>Total</b>	<b>\$ 31,674,186</b>	<b>100.0%</b>



# City of Woodstock

## Quarterly Investment Report

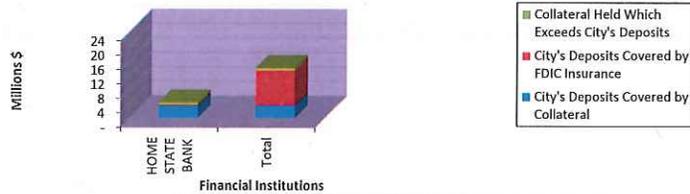
As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Collateralization for Investments (Includes Non-Investment Cash Balances)(Based on Bank Balances)

Institution	Amount on Deposit	FDIC Insurance	Requires Collateralization	Collateral Held by City's Agent
HOME STATE BANK	\$ 3,772,439	\$ 250,000	\$ 3,522,439	\$ 4,157,442
FIRST MERIT BANK	46,819	46,819	-	-
ALLY BANK	248,000	248,000	-	-
AMERICAN PLUS BANK, N.A.	241,100	241,100	-	-
BANK 7	241,600	241,600	-	-
BANK OF CHINA	248,300	248,300	-	-
BANK OF HOPE	249,000	249,000	-	-
BANK OZARKS	245,000	245,000	-	-
BELCO BANK	249,000	249,000	-	-
BERKSHIRE BANK	248,000	248,000	-	-
BMW BANK	248,000	248,000	-	-
CAPITAL ONE BANK	247,000	247,000	-	-
CAPITAL ONE NATIONAL	249,000	249,000	-	-
CENTERSTATE BANK	249,000	249,000	-	-
CIBC BANK USA/PRIVATE BANK	248,800	248,800	-	-
CIT BANK NATL ASSOC.	244,000	244,000	-	-
COMENITY CAP BK	248,000	248,000	-	-
CROSS RIVER BANK	248,000	248,000	-	-
FAIRFAX BANK	248,000	248,000	-	-
FIRST INTERNET BANK OF INDIANA	240,300	240,300	-	-
FIRST MID-ILLINOIS BANK & TRUST	235,700	235,700	-	-
GOLDEN BANK NA	245,000	245,000	-	-
JEFFERSON FINANCIAL INSTITUTION	248,000	248,000	-	-
KEESLER FEDERAL CREDIT UNION	249,000	249,000	-	-
KERN SACHS FEDERAL CREDIT UNION	247,000	247,000	-	-
LAKELAND BANK	243,000	243,000	-	-
MIDLAND STATES BANK	238,600	238,600	-	-
MORGAN STANLEY BANK	249,000	249,000	-	-
MORGAN STANLEY PRIVATE ASSOC.	249,000	249,000	-	-
PACIFIC WESTERN BANK	234,100	234,100	-	-
PINNACLE BANK	247,000	247,000	-	-
SALLIE MAE BANK	249,000	249,000	-	-
SERVISFIRST BANK	241,200	241,200	-	-
SONABANK	240,100	240,100	-	-
SYNCRONICITY BANK	248,000	248,000	-	-
TEXAS CAPITAL BANK	249,500	249,500	-	-
TEXAS EXCHANGE BANK	249,000	249,000	-	-
THIRD COAST BANK	248,400	248,400	-	-
UBS BANK USA	225,000	225,000	-	-
WELLS FARGO BANK	240,000	240,000	-	-
WESTERN ALLIANCE BANK	240,800	240,800	-	-
<b>Total</b>	<b>\$ 13,375,758</b>	<b>\$ 9,853,319</b>	<b>\$ 3,522,439</b>	<b>\$ 4,157,442</b>

### Collateralization for Certificates of Deposits



# City of Woodstock

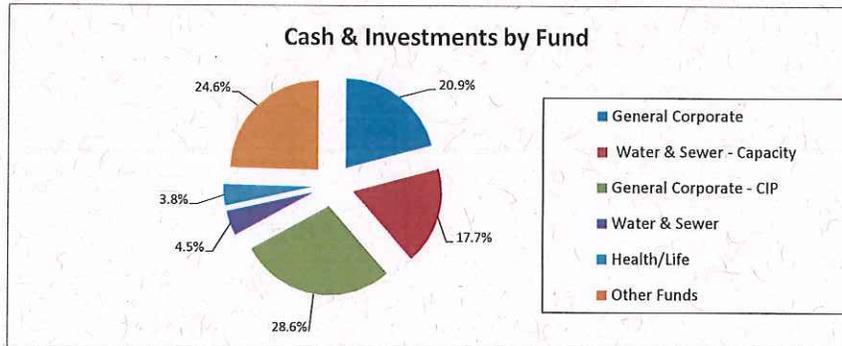
## Quarterly Investment Report

As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

### Total Cash & Investments By Fund - FY20/21 & FY19/20

Fund	FY2020/2021	FY2019/2020			
	1st Quarter	4th Quarter	3rd Quarter	2nd Quarter	
General Corporate	\$ 6,613,801	\$ 4,699,386	\$ 8,255,969	\$ 7,774,645	
Municipal Audit	32,686	20,626	20,539	27,229	
Police Protection	(278,821)	-	(1,679,001)	(240,215)	
Aquatic Center	(5,701)	-	(16,207)	4,985	
Recreation Center	(30,492)	74,321	119,246	105,968	
Public Parks	(166,857)	-	(499,120)	(255,257)	
Performing Arts	(50,891)	-	(206,990)	(94,116)	
Public Library	1,066,248	660,849	1,119,292	1,494,985	
Library Building	(126,532)	(37,936)	(151,541)	(34,725)	
Social Security	310,512	249,128	377,791	246,408	
IMRF	439,425	410,710	603,051	514,259	
Motor Fuel Tax	988,970	414,652	468,429	304,225	
Park Development	402,281	395,284	458,582	454,613	
Administrative Adjudication	(490)	-	(3,757)	(1,192)	
Wireless Alarm	429,720	419,982	499,400	483,986	
NISRA	41,756	89,708	112,551	118,818	
Liability Insurance	1,813,843	1,832,491	1,824,988	1,817,265	
Paratransit	(15,482)	-	(20,642)	(12,901)	
Debt Service	(22,568)	-	(961,720)	334,631	
Library Debt Service	-	-	(46,885)	(1,030)	
TIF #1	239,298	-	309,977	497,185	
TIF #2	(303,318)	(207,381)	(424,354)	(221,866)	
Water & Sewer	1,410,262	1,322,926	1,588,846	1,397,904	
Water & Sewer - CIP	1,016,048	993,757	825,513	814,739	
Water & Sewer - Capacity	5,592,345	5,566,057	5,822,234	6,104,147	
Police Pension	99,734	50,278	49,843	74,271	
Escrow	621,639	570,279	578,402	684,014	
Health/Life	1,210,337	1,012,692	838,554	589,544	
General Corporate - CIP	9,047,546	1,736,488	2,707,849	2,522,646	
Revolving Loan	29,545	71,019	59,859	35,555	
Emergency Loan	220,000	290,000	-	-	
Environmental Mgmt.	290,779	203,835	477,557	601,108	
Hotel/Motel Tax	36,158	103,947	139,804	53,361	
Payroll Withholding	11,675	22,519	52,491	(1,586)	
<b>Total Cash &amp; Investments</b>	<b>\$ 30,963,455</b>	<b>\$ 20,965,617</b>	<b>\$ 23,300,547</b>	<b>\$ 26,173,602</b>	
Cash Balance	\$ (710,731)	\$ (106,980)	\$ 185,145	\$ (233,788)	
<b>Total Investments</b>	<b>\$ 31,674,186</b>	<b>\$ 21,072,598</b>	<b>\$ 23,115,401</b>	<b>\$ 26,407,390</b>	



# City of Woodstock

## Quarterly Investment Report

As of July 31, 2020

(Excludes Investments Held by the City's Police Pension Fund)

	Amount	Investment Rate of Return	Maturity Date	Investment Income
<b>Money Market</b>				
HOME STATE BANK N.A.	\$ 1,093,245	0.50%	7/31/2020	\$ 455.52
ILLINOIS FUNDS	6,207,024	0.25%	7/31/2020	\$ 1,293.13
IMET	4,309,342	0.35%	7/31/2020	\$ 1,256.89
IMET	326	0.35%	7/31/2020	\$ 0.10
IMET	116,367	0.35%	7/31/2020	\$ 33.94
PMA PRIME	581,594	0.24%	7/31/2020	\$ 116.32
PMA PRIME	7,759,687	0.24%	7/31/2020	\$ 1,551.94
<b>Total</b>	<b>\$ 20,067,585</b>	<b>0.28%</b>		<b>\$ 4,707.83</b>
<b>Certificates of Deposit</b>				
ALLY BANK	\$ 248,000	2.10%	08/09/21	\$ 434.00
AMERICAN PLUS BANK, N.A.	241,100	2.42%	12/16/20	\$ 486.22
BANK 7	241,600	2.27%	01/15/21	\$ 457.03
BANK OF CHINA	248,300	0.66%	6/9/2021	\$ 136.57
BANK OF HOPE	249,000	1.20%	05/17/21	\$ 249.00
BANK OZARKS	245,000	1.65%	05/14/21	\$ 336.88
BELLCO BANK	249,000	1.85%	12/30/20	\$ 383.88
BERKSHIRE BANK	248,000	1.15%	03/31/22	\$ 237.67
BMW BANK	248,000	1.60%	02/28/22	\$ 330.67
CAPITAL ONE BANK	247,000	1.35%	04/08/22	\$ 277.88
CAPITAL ONE NATIONAL	249,000	2.15%	08/01/22	\$ 446.13
CENTERSTATE BANK	249,000	1.00%	03/21/22	\$ 207.50
CIBC BANK USA	248,800	0.46%	03/21/22	\$ 95.37
CIT BANK NATL ASSOC.	244,000	1.00%	09/27/21	\$ 203.33
COMENITY CAP BK	248,000	2.20%	07/18/22	\$ 454.67
CROSS RIVER BANK	248,000	1.85%	09/20/21	\$ 382.33
FAIRFAX BANK	248,000	2.10%	08/27/20	\$ 434.00
FIRST INTERNET BANK OF INDIANA	240,300	2.62%	10/02/20	\$ 524.66
FIRST MID-ILLINOIS BANK & TRUST	235,700	2.86%	03/22/21	\$ 561.36
GOLDEN BANK NA	245,000	1.01%	04/22/22	\$ 206.00
HOME STATE BANK	2,050,102	0.50%	12/05/21	\$ 854.21
JEFFERSON FINANCIAL INSTITUTION	248,000	1.90%	12/10/21	\$ 392.67
KEESLER FEDERAL CREDIT UNION	249,000	2.90%	01/29/21	\$ 601.75
KERN SACHS FEDERAL CREDIT UNION	247,000	1.80%	12/10/21	\$ 370.50
LAKELAND BANK	243,000	1.00%	05/27/21	\$ 202.50
MIDLAND STATES BANK	238,600	2.26%	07/26/21	\$ 449.36
MORGAN STANLEY BANK	249,000	2.10%	08/09/21	\$ 435.75
MORGAN STANLEY PRIVATE ASSOC.	249,000	2.10%	08/09/21	\$ 435.75
PACIFIC WESTERN BANK	234,100	3.14%	01/21/21	\$ 612.95
PINNACLE BANK	247,000	0.90%	03/26/21	\$ 185.25
SALLIE MAE BANK	249,000	1.85%	08/30/21	\$ 383.88
SERVISFIRST BANK	241,200	0.70%	12/01/21	\$ 140.70
SONABANK	240,100	2.69%	10/02/20	\$ 538.22
SYNCRONICITY BANK	248,000	1.05%	03/28/22	\$ 217.00
TEXAS CAPITAL BANK	249,500	0.40%	12/07/20	\$ 83.17
TEXAS EXCHANGE BANK	249,000	1.00%	03/25/22	\$ 207.50
THIRD COAST BANK	248,400	0.61%	06/09/21	\$ 126.27
UBS BANK USA	225,000	1.00%	03/11/22	\$ 187.50
WELLS FARGO BANK	240,000	1.70%	02/22/22	\$ 340.00
WESTERN ALLIANCE BANK	240,800	2.48%	12/10/20	\$ 497.65
<b>Total</b>	<b>\$ 11,606,602</b>	<b>1.46%</b>		<b>\$ 14,107.70</b>
<b>Total Investments</b>	<b>\$ 31,674,187</b>	<b>0.71%</b>	<b>145 Days</b>	<b>\$ 18,815.53</b>



**City of Woodstock**  
**Office of the City Manager**  
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121 W. Calhoun Street  
Woodstock, Illinois 60098

Roscoe C. Stelford III  
City Manager

**TO:** Honorable Mayor and City Council  
**FROM:** Roscoe C. Stelford III, City Manager  
**DATE:** **August 18, 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:

**September 1, 2020 – City Council Meeting**

1. Well Maintenance & Improvements
2. No Parking – Greenley Street
3. RFQ – Cleaning Services
4. Cass/Benton Street Closures Review / Emergency Loan Program
5. Old Courthouse Renderings
6. Proposed ITEP Grant-Funded Rt. 47 to Downtown Walk/Bike Path Approval of Phase I Engineering
7. Food Truck Regulations

**September 15, 2020 – City Council Meeting**

1. Budget Amendments – FY2019/2020
2. Cameras on the Square
3. Downtown Brick Replacement

**October 6, 2020 – City Council Meeting**

1. Resolution Approving ITEP Grant Application for Destination Bike Path
2. FOTOC Donation