



## City of Woodstock

### Office of the City Manager

Phone (815) 338-4301 • Fax (815) 334-2269

[citymanager@woodstockil.gov](mailto:citymanager@woodstockil.gov)

[www.woodstockil.gov](http://www.woodstockil.gov)

121 W. Calhoun Street  
Woodstock, Illinois 60098

Roscoe C. Stelford III  
City Manager

### WOODSTOCK CITY COUNCIL

City Council Chambers

September 15, 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 981 1004 4654, Password 199910. 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. Public Comments
- B. Council Comments

#### IV. CONSENT AGENDA:

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

**A. MINUTES OF PREVIOUS MEETINGS:**

1. September 1, 2020 City Council Meeting

**B. WARRANTS:**

1. #3921
2. #3922

**C. MINUTES AND REPORTS:**

- |                                       |                  |
|---------------------------------------|------------------|
| 1. Environmental Commission           | February 6, 2020 |
| 2. Environmental Commission           | March 5, 2020    |
| 3. Woodstock Public Library Trustees  | March 12, 2020   |
| 4. Parks and Recreation Commission    | March 10, 2020   |
| 5. Economic Development Commission    | March 5, 2020    |
| 6. Economic Development Commission    | May 1, 2020      |
| 7. Plan Commission Minutes            | June 25, 2020    |
| 8. Plan Commission Minutes            | July 23, 2020    |
| 9. Opera House Advisory Board Minutes | August 18, 2020  |

**D. MANAGER'S REPORT NO. 164:**

- 1. Contractual Services – Laserfische Contactless Open Enrollment Project** (164a)  
Authorization for the City Administration to utilize contractual services of \$9,625 for Civic Systems and \$11,200 for TKB Associates, along with any other necessary expenses not to exceed \$5,000 to design, program and implement a contactless open enrollment process in response to COVID-19.
- 2. Ordinance – Sign Variance – 11601 Catalpa Lane** (164b)  
Approval of an Ordinance Granting Variations from Section 13.8.2 (Permanent Ground Signs) to Allow a Permanent Ground Sign up to 100 Square Feet in Area and 18 feet in Height at 11601 Catalpa Lane. **DOC. 1**
- 3. Ordinance – FY19/20 Budget Amendments** (164c)  
Approval of an Ordinance to amend the City’s FY19/20 Budget Ordinance for multiple departments and funds of the City. **DOC. 2**
- 4. Award of Contract – Recreation Center Roof Replacement** (164d)  
Authorization to award a contract to Freeport Industrial Roofing, Inc., Freeport, IL for the construction of a roof overlay w/beveled flute fillers and a 10-year labor and workmanship warranty at the Recreation Center for an amount not-to-exceed \$46,300.
- 5. Award of Contract – Downtown Pavers** (164e)  
Approval to award a contract for the 2020 Downtown Brick Paver Maintenance and Replacement Program to Nierman Landscape & Design of Woodstock, IL, based upon the bid unit prices to complete the downtown brick paver maintenance work for a total cost not to exceed \$26,700.

**6. Award of Contract – Salt Storage Building Demolition and Construction** (164f)

- a) Authorization to award a contract to Greenfield Contractors LLC for an amount not-to-exceed \$61,500 for material, labor, and supplies necessary to construct a 40' x 64' Accu-Steel building for salt storage, and
- b) Authorization to award a contract to Gavers Paving & Excavating, Woodstock, IL to demolish the existing dome and provide precast base blocks for the facility to be constructed upon for a total cost not-to-exceed \$11,350.

**7. Award of Contract – Holiday Lights** (164g)

- a) Approval of a contract for services to install, maintain, and remove holiday lights for the 2020 season be awarded to GRO Horticultural Enterprises, Inc., Union, IL for the draping of trees and ground bushes at a total price not-to-exceed \$30,765, and
- b) Authorization to purchase from Windy City Lights, Inc., West Chicago, IL for clear and multi-color incandescent string lights at a cost not-to-exceed \$7,630; clear LED string lights at a cost not-to-exceed \$2,600; and C7 LED Bulbs and wire spools at a cost not-to-exceed \$4,177.

**8. Ordinance – Food Truck Regulations** (164h)

- a) Approval of An Ordinance Amending Title 3, Chapter 6, of the Woodstock, Illinois City Code Relating to Temporary Vendors and Mobile Food Trucks; and

**DOC. 3**

- b) Approval of An Ordinance Amending Various Sections of the City of Woodstock, Illinois Unified Development Ordinance Relating to Mobile Kitchens.

**DOC. 4**

**V. FUTURE AGENDA ITEMS**

**VI. ADJOURN**

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

**MINUTES**  
**WOODSTOCK CITY COUNCIL**  
City Council Chambers  
September 1, 2020

A regular meeting of the Woodstock City Council was called to order at 7:00 PM on Tuesday, September 1, 2020, by Mayor Sager in the Council Chambers at Woodstock City Hall. Mayor Sager noted this meeting of the Woodstock City Council is being held under the Governor's Emergency Declaration with Council members attending remotely and those attending at City Hall observing social distancing. He stated tonight's meeting 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, Economic Development Director Garrett Anderson, and Grant Writer/Communications Manager Terry Willcockson

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

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

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

### **III. FLOOR DISCUSSION**

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

Greg Amato, Woodstock, stated he read in the paper that Woodstock is doing a lot of street paving, which he feels is needed, but asked how this will be paid for. Mayor Sager stated Staff and the City Council have had many conversations with a lot of data reviewed concerning this matter. He stated Council recognizes street improvements are a high priority and intends to address this need. Mayor Sager noted there are various alternatives as to how to schedule and pay for these improvements. He stated a plan has been put forth to move forward at an aggressive rate so the near term would have a lot of capital dedicated to it with another approach being to take on a smaller program over a 10-year term. He stated discussions also have included whether to delay the program for one year because of the current COVID situation. Mayor Sager stated it is important to look at the amount of improvements

that have been prioritized as well as the amount of improvements in the various categories, what the City's financial capacity is, and how the improvements will be paid for. He stated these things are yet to be determined and depend partly on bonds that will be retiring. He stated Staff and Council will continue to work on this and have further discussions.

Mayor Sager noted what is being done for this year has already been approved and is being worked on. In response to a comment from Mr. Amato concerning his property taxes, Mr. Stelford noted this year's street improvements are not being funded by property tax. Mayor Sager stated that only a small portion of a property tax bill is dedicated to the City of Woodstock.

**B. Council Comments**

There were no comments forthcoming from the City Council.

**IV. CONSENT AGENDA**

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

In response to a question from Mayor Sager, the following item was removed from the Consent Agenda by the City Council or the Public:

Item D-4 – Award of Contract – Stairway Repair by Mayor Sager

In response to a question from Mayor Sager, the following questions or comments were forthcoming from the Public or the City Council concerning items on the Consent Agenda.

Item D-3 – Professional Services – Engineering – Walking/Bike Path ITEP Grant

Councilman Tebo stated he is excited about this project, opining it will be a great asset to the community. Mayor Sager agreed expressing his appreciation for the effort Staff has put into this project. He noted this is something Council has frequently heard requested by the community.

Mayor Sager affirmed the Consent Agenda to include items A through D-3 as follows:

**A. MINUTES OF PREVIOUS MEETING**

April 10, 2020 City Council Budget Workshop  
August 18, 2020 City Council Meeting

**B. WARRANTS #3919 #3920**

**C. MINUTES AND REPORTS**

Police Department Monthly Report July 2020  
Public Works Department Monthly Report July 2020

**D. MANAGER'S REPORT NO. 163:**

- 1. Award of Contract – Emergency Siren Repair** – Approval of an unbudgeted expenditure of \$9,900 for the immediate preventative maintenance and repair of four (4) of the City of Woodstock's outdoor severe weather warning sirens (Lake Avenue, First Street, Emricson

Park, and Bates Park) that will be completed by Associated Electrical Contractors, LLC of Woodstock, Illinois

2. **Award of Contract – Well Maintenance & Improvements** – Approval to award a contract to Layne Christensen Company to provide materials, labor, and equipment to pull, inspect, and reinstall Well #12 for a total cost not to exceed \$61,344.
3. **Professional Services – Engineering – Walking/Bike Path ITEP Grant**
  - a) Approval to proceed with preparations required to construct a proposed walking/bike path for eventual submittal to the ITEP grant program; and
  - b) Authorization for the City Manager to execute a contract with HLR to facilitate the Phase 1 engineering, funded via TIF#2 for an estimated cost of \$103,515.

A roll call vote was taken on items A through D-3.

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.

Item D-4 – Award of Contract – Stairway Repair:

Mayor Sager stated he removed this item from the Consent Agenda due to a matter of protocol as the grant that was to pay for the restoration of the proposed stairway repair will not be available for this project because it was specifically associated with the Age-Friendly Community project.

He stated that through the Arts Commission and the Pride community it was felt that the proposed art component was trying to be too expansive. He stated discussion ensued and through the Arts Commission and Terry Willcockson, the Pride Community was involved in this project.

Mayor Sager stated it must be determined what to do with the stairway as it needs to be repaired and a project associated with an arts and diversity representation is also a question.

In response to a question from Mayor Sager, it was the consensus of the Council that funds should be expended for stairway improvements.

Councilman Prindiville opined it is important to examine the entire staircase as he has noticed a lot of rust. He suggested having the City Engineer examine the staircase carefully in case further repairs are needed. Mr. Stelford stated Mr. Van Landuyt has indicated the contractor will have to remove more of the façade and agreed the City should determine if additional work is needed. Mayor Sager suggested authorizing the City Manager to exercise his authority to move forward with identified repairs to the stairway.

Motion by M. Turner, second by L. Lohmeyer, to authorize the City Manager to exercise his authority up to \$25,000 to move forward with the unbudgeted repair of the stairway at the southeast corner of the Woodstock Square.

A roll call vote was taken. Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

## V. DISCUSSION

### 1. Old Courthouse Renderings

Mayor Sager stated this is an opportunity for the City Council to have input on the renderings for the addition to the Throop Street side of the Old Courthouse.

Darrell Moore noted Council has been provided with copies of the new drawings of the Throop Street side of the Old Courthouse prepared by Gary Anderson following comments made by the Council at a previous meeting. He stated at that meeting Council requested more glass and noted this distinguishes the addition from the original historic structure. He reminded Council that any approval would be tied to what is possible financially.

Noting there are three options presented, Mr. Moore summarized each as follows:

#### Option 1

Mr. Moore noted this option is a “hybrid” model which takes the place of the original “brick sketch” including larger windows that Council had expressed a preference for.

#### Option 2

Mr. Moore stated this is a very modern version using very innovated building techniques. He noted the result is a very translucent structure, so the inside structure looks like it is flooded with light. He stated this is very advanced, forward-looking architecture, which distinguishes it from the historic structure.

#### Option 3

Mr. Moore stated this is exactly what the Council liked at the previous meeting with more detail provided. He stated this is a more traditional building style with glass divided by and supported by a metal structure, while still presenting a lot of glass.

Mr. Moore stated Mr. Anderson has given estimates of the building costs for each of the three options with Options 1 and 3 being very comparable at \$160,000 and \$175,000 respectively and Option 2 being by far the most expensive at \$349,000. He stated Council’s direction is requested.

Councilwoman Lohmeyer expressed preference for Option 3.

Councilman Turner expressed preference for Option 3, stating he likes the look and the price.

Councilman Flynn expressed preference for Option 3, stating it is aesthetically pleased and is set apart from the Old Courthouse. He expressed concern with Option 1, opining it may be difficult to match the color of the Old Courthouse bricks as they are stained. Mr. Moore noted new bricks have been added at different times, meaning there are different color of stains, providing additional information on this. He stated if Option 1 is chosen the intent is to use the bricks reclaimed from the chimney. He stated there would be some level of staining required, but noted there already is.

Councilman Prindiville opined it would be hard to match the brick and noted the back of the jail has a lot of yellow brick. He opined Option 2 is too expensive. He expressed concern that the metal may be affected by UV light, but expressed support for Option 3.

Councilwoman Piersall expressed support for Option 1, opining the other options look like they are “stuck” on a historic building. She opined Option 1 stays with historic architecture while still allowing lots of light. She noted there is already brick that does not match on the existing buildings.

Mayor Sager expressed support for Option 1, opining it is a good mix and is the proper complement. He stated he likes the cornices that wrap around and opined the windows are striking. He expressed his belief that Option 1’s longevity will be greater.

Councilman Tebo stated he did not like Option 2 and opined both Options 1 and 3 would be satisfactory. He expressed his favor for Option 1, liking the way it matches.

Councilman Prindiville again expressed concern with the metal fading on Option 3, stating he would also favor Option 1 as he, too, likes the cornices.

In response to a question from Mayor Sager, without objection it was the consensus of the City Council to eliminate Option 2 as no Council member had expressed support for that Option.

At the suggestion of Mayor Sager and without objection it was the consensus of the City Council to move this forward and seek input from and the perspective of the Old Courthouse and Sheriff’s House Advisory Commission and the Historic Preservation Commission on Options 1 and 3, knowing the final decision rests with the City Council.

In response to a question from Mr. Stelford concerning Historic Tax Credits, Mr. Moore stated these types of designs were previewed by the State Historic Preservation Office which expressed no concerns with either. He stated the federal level of approval is still in process, noting they requested more detail about the façade appearance and that these renderings have been sent to them. He opined the Historic Tax Credits are very attainable.

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

## **2. Cass/Benton Streets Closures/Emergency Loan Program Review**

Mayor Sager reminded Council of its wish to review some of the actions it made in response to COVID-19 to determine the future of these efforts.

Garrett Anderson provided a report on the Emergency Loan Program. He opined it has been a success, noting funds were made available not only to downtown businesses, but businesses throughout the rest of the community as well. He stated as no applications have been received for several weeks, the request is to return the unused funds set aside for this program to the CIP Budget to allow some of those projects to move forward.

Mr. Anderson stated Staff is also looking for input from Council regarding the outdoor tables placed by the City on Benton Street and other locations throughout the Downtown to be used by the restaurants for outdoor dining. He noted once snow falls safety would dictate they be put away.

Mr. Anderson stated the third issue for which Staff seeks direction is the closure of a portion of Cass Street on Saturday nights, which was requested by Ethereal to accommodate music. Ethereal has requested this be extended.

Mayor Sager summarized the questions:

- 1) Does Council wish to continue the Saturday night closure of a portion of Cass Street to provide an opportunity for concerts?
- 2) Does Council wish to have a date specific to remove the public tables from the streets and reopen them?
- 3) Does Council wish to return the undistributed portion of the Emergency Loan Program funds to the CIP?

Discussion began with question #3: Should the undistributed funds designated for the Emergency Loan Program be returned to the CIP?

In response to a question from Councilwoman Piersall, Mr. Anderson stated fewer than 10 of the loans have gone to restaurants. Expressing concern about closing the Emergency Loan Program prior to the onset of cold weather when restaurants might need it due to the loss of outdoor dining, Councilwoman Piersall stated she would prefer to keep the option open for the restaurants to access loan funds.

Councilman Tebo asked if the loan option could be kept open for six months or whether the funds are needed now. In response, Mr. Stelford stated there is not an immediate need, with no current cash flow issues with the CIP Budget, noting there are sufficient reserves. He opined the money would assist with a few projects the City has moving forward, but noted if Council feels it would be of greater benefit to keep the Emergency Loan Program going, that would be fine. Mr. Christensen opined it is not critical that the money be returned to the CIP soon, but he would like to know for planning purposes.

Councilman Turner stated Councilwoman Piersall raises a good point about what could happen in the fall, opining some businesses could get in trouble if things do not change. He also opined ten is a decent number of restaurants to have taken advantage of the Loan Program. He stated he favors keeping the loan option open for now as he shares concerns about those businesses when they have to operate only inside.

In response to a question from Mayor Sager without objection it was the consensus of the City Council to leave the Emergency Loan Program in place for a while and review it again in March.

Discussion ensued on question #2 – Date to remove tables and reopen streets:

In response to a question from Mayor Sager, Mr. Van Landuyt stated the tables on the Benton Street Boardwalk normally are removed the 1<sup>st</sup> or 2<sup>nd</sup> week of October.

Councilman Turner stated he did not think removal should be left until snowfall, opining November 1<sup>st</sup> would show consideration for the businesses, as there are some nice days in October. He stated he would like the tables to stay through October, but not into November. He expressed appreciation to Staff for bringing this to Council for consideration.

Councilwoman Lohmeyer stated she has received an overwhelmingly positive response concerning this extra opportunity to dine outside. She expressed agreement that November 1<sup>st</sup> is reasonable.

Councilman Flynn advocated stretching this out as long as possible before a heavy snow.

In response to a question from Councilman Piersall as to why the tables cannot be left over the winter, Mr. Van Landuyt stated it would present a snow removal problem on Benton Street if it is not open. He stated the snow in the parking spaces on Dean Street by Double Yolk could not be removed and would just sit. Councilwoman Piersall then expressed support for removal of the tables at the first snowfall.

Mayor Sager opined Council must be practical, opining a time specific is not always going to be practical when weather conditions are concerned, noting there may or may not be snow in October. He stated Council must remember Staff has to do this in the midst of doing other projects. He advocated for allowing Staff to remove the tables at any time up to the last week of October, allowing them to schedule the removal.

In response to a question from Councilwoman Piersall concerning Trick or Treating on the Square, Mr. Stelford stated this will not be possible. He noted the businesses have expressed concerns about Trick or Treating as has the City. Mr. Stelford stated it may be possible to hold Trick or Treating at the Rec Center, noting Danielle from the Chamber of Commerce is talking with the businesses about participating. He stated plans are still under way to have a good faith effort at Trick or Treating in Woodstock.

In response to a question from Councilwoman Piersall, it was noted the last day of the Farmers Market is October 24<sup>th</sup>.

In response to a question from Mayor Sager and without objection, it was the consensus of the City Council to close the outdoor dining areas on October 24<sup>th</sup> with tables removed between October 25<sup>th</sup> and October 31<sup>st</sup>.

Discussion turned to question #1 – Saturday night closure of Cass Street.

Mayor Sager stated the original closure granted by Council was through Labor Day weekend. He stated the question is whether Council is open to extending this opportunity to the same time frame discussed for the tables in the previous discussion.

Councilman Tebo stated he was present on a recent Saturday night for music on Cass Street, noting people enjoyed it. He talked about the problem noted in the Staff report with people throwing frisbees, stating these were not only youth. He stated the closure and music is a great idea, but opined Ethereal and Winestock must not allow anything to happen to disturb those enjoying the patio at the Public House. Mayor Sager stated those establishments were noticed about their responsibilities and acknowledged this requirement.

In response to a question from Councilman Turner, Mayor Sager stated Winestock has been pleasantly surprised with this program, have no complaints, and are participating.

Councilman Turner expressed support of allowing the closure to extend through sometime in October.

In response to a question from Councilman Flynn concerning whether the Public House has submitted any request for an event, Mr. Stelford stated they are not required to obtain approval from the City for any music event on their patio. He noted they did request and receive approval to close Jackson Street for a motorcycle-club dinner event.

In response to a question from Mayor Sager and without objection, it was the consensus of the City Council to extend the approval for the closure of this portion of Cass Street on Saturday evenings for Ethereal to provide music through October 24<sup>th</sup>.

**V. FUTURE AGENDA ITEMS**

In response to a question from Councilman Flynn concerning the schedule of a presentation by Real Woodstock, Mayor Sager stated it was thought they may wish to do this in person. He suggested talking with the Real Woodstock Board to see if they would like to present via Zoom or would rather wait until meetings are held in person.

Mayor Sager described the Live 4 Lali program, which assists individuals in the community who have issues with addiction by locating at certain predetermined times a van with information and supplies at a public place. He described the efforts of the group and how this is being conducted in other area communities, stating they have requested to implement their program for a few hours on Wednesdays. He asked whether Council would prefer this to be placed on a future agenda or whether Staff can be directed to meet with the organization's representative and set parameters on a trial basis.

Without objection, it was the consensus of the City Council to direct Staff to work with the organization to establish parameters for an area around the train station on a trial basis.

There were no additions or deletions to the Future Agendas.

**VI. ADJOURN**

Motion by D. Flynn, 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, September 15, 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 8:25 PM.

Respectfully submitted,

Cindy Smiley  
City Clerk

Name	Department	Total Gross
BARKULIS, KENNETH	BUILDING & ZONING	2,832.00
BERTRAM, JOHN	BUILDING & ZONING	3,396.80
FALSETTI, MEGAN	BUILDING & ZONING	2,033.60
HERFF, KATHLEEN	BUILDING & ZONING	1,057.91
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
PIERSALL, WENDY	CITY MANAGER	500.00
PRINDIVILLE, JAMES	CITY MANAGER	500.00
SMILEY, CINDY	CITY MANAGER	416.00
STELFORD III, ROSCOE	CITY MANAGER	6,818.66
TEBO, GORDON	CITY MANAGER	500.00
TURNER, MICHAEL	CITY MANAGER	500.00
WILLCOCKSON, TERESA	CITY MANAGER	3,040.05
JANIGA, JOSEPH	CROSSING GUARDS	138.60
MONACK, KIM	CROSSING GUARDS	398.40
ANDERSON, GARRETT D	ECONOMIC DEVELOPMENT	5,234.07
COLTRIN, KRISTA E	ECONOMIC DEVELOPMENT	2,886.97
HAHNE, GEORGE	ECONOMIC DEVELOPMENT	2,526.92
CHRISTENSEN, PAUL N	FINANCE	5,766.42
LIEB, RUTH ANN	FINANCE	2,479.21
MALLON JENKINS, MICHELLE	FINANCE	1,420.00
RAMIREZ, PAOLA	FINANCE	2,033.60
STEIGER, ALLISON	FINANCE	2,083.20
STRACZEK, WILLIAM	FINANCE	2,929.72
LAMZ, ROBERT	FLEET MAINTENANCE	3,179.26
SMITH, DEVIN	FLEET MAINTENANCE	2,189.60
VAN AUKEN, MATTHEW	FLEET MAINTENANCE	2,189.60
MAY, JILL E	HUMAN RESOURCES	2,297.60
SCHOBBER, DEBORAH	HUMAN RESOURCES	5,490.03
CHIDO, LOUIS	INFORMATION TECHNOLOGY	2,522.40
MCELMEEL, DANIEL	INFORMATION TECHNOLOGY	4,681.02
BAUGHER, ANGELA	LIBRARY	1,404.18
BRADLEY, KATHERINE	LIBRARY	2,000.67
CAMPBELL, SARAH JANE	LIBRARY	592.68
CEREDA, VALERIA	LIBRARY	993.44
CZISCHKI, KAYLE	LIBRARY	240.00
DAWDY, KIRK	LIBRARY	2,442.75
DEL SANTO, MARYANN	LIBRARY	1,005.76
FOSNAUGH, CADEN	LIBRARY	127.19
GESSERT, ELIZABETH	LIBRARY	190.00
GROSECLOSE, PAMELA	LIBRARY	1,960.67
HANSEN, MARTHA	LIBRARY	3,518.94
HUGHES, JEFFREY	LIBRARY	210.00
MILLER, LISA	LIBRARY	2,163.20
NAUERT, MARY LOU	LIBRARY	290.00
OLEARY, CAROLYN	LIBRARY	2,275.20

Name	Department	Total Gross
PALMQUIST, PEGGY	LIBRARY	352.08
REWOLDT, BAILEY S	LIBRARY	1,955.92
ROSSI, LISA	LIBRARY	660.15
SAGE, REBECCA	LIBRARY	286.07
SMILEY, BRIAN	LIBRARY	500.00
TOTTON SCHWARZ, LORA	LIBRARY	2,942.14
TRIPP, KATHRYN	LIBRARY	2,090.46
WEBER, NICHOLAS P	LIBRARY	4,698.27
WICKERSHEIM, SHAWN	LIBRARY	987.80
ZAMORANO, CARRIE	LIBRARY	2,439.67
CAMPBELL, DANIEL	OPERA HOUSE	4,070.46
DAWSON, LISA	OPERA HOUSE	651.05
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	931.64
BIRDSELL, CHRISTOPHER	PARKS	2,337.60
EDDY, BRANDON	PARKS	2,168.80
KUEHN, CARLIE	PARKS	1,873.60
LECHNER, PHILIP A	PARKS	2,233.60
LESTER, TAD	PARKS	2,445.60
LYNK, CHRIS	PARKS	3,171.56
MASS, STANLEY PHILIP	PARKS	2,489.60
MECKLENBURG, JOHN	PARKS	3,028.00
OLEARY, PATRICK	PARKS	2,731.20
SERPE, ANTHONY	PARKS	831.60
SPRING, TIMOTHY	PARKS	1,873.60
ABRAHAMSEN, SHARON L	POLICE	3,608.81
BERNARDI, NICHOLAS	POLICE	2,521.60
BERNSTEIN, JASON	POLICE	4,302.44
BRANUM, ROBBY	POLICE	4,221.61
BUTLER, MICHAEL	POLICE	2,616.16
CARRENO, IVAN	POLICE	2,710.72
CIPOLLA, CONSTANTINO	POLICE	5,232.76
DEMPSEY, DAVID	POLICE	3,772.01
DIDIER, JONATHAN D	POLICE	1,984.80
DIFRANCESCA, JAN	POLICE	2,718.40
DOLAN, RICHARD	POLICE	5,835.99
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	3,772.00
KAROLEWICZ, ROBIN	POLICE	2,718.40
KIVLEY, MARK	POLICE	2,836.80
KOPULOS, GEORGE	POLICE	4,232.81
KRYSIK, KIMBERLY	POLICE	858.60
LANZ II, ARTHUR R	POLICE	4,725.11
LIEB, JOHN	POLICE	5,460.91
LINTNER, WILLIAM	POLICE	3,984.18

Name	Department	Total Gross
MARSHALL, SHANE	POLICE	4,406.39
MEZA, HECTOR	POLICE	2,891.20
MINNITI, CARLO	POLICE	2,706.40
MORTIMER, JEREMY	POLICE	5,605.16
MRZLAK, CHRISTINE	POLICE	942.50
MUEHLFELT, BRETT	POLICE	3,772.01
NICKELS, THOMAS	POLICE	2,918.31
PARSONS, JEFFREY	POLICE	4,859.69
PETERSON, CHAD	POLICE	726.18
PRENTICE, MATTHEW	POLICE	3,445.60
PRITCHARD, ROBERT	POLICE	5,048.04
RAPACZ, JOSHUA	POLICE	4,161.60
REED, TAMARA	POLICE	2,323.20
REITZ JR, ANDREW	POLICE	3,772.00
SCHMIDT, LUCAS	POLICE	2,663.44
SCHRAW, ADAM	POLICE	4,479.26
SHARP, DAVID	POLICE	3,753.26
SVEHLA, SPENSER	POLICE	3,230.80
SYKORA, SARA	POLICE	942.50
TABAKA, RANDALL S	POLICE	485.24
VALLE, SANDRA	POLICE	3,772.00
VORDERER, CHARLES	POLICE	3,772.01
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
GARZA, ANNA	RECREATION CENTER	927.83
GRIVNA, JUSTIN	RECREATION CENTER	608.16
GUIF, HANNAH	RECREATION CENTER	540.18
LISK, MARY LYNN	RECREATION CENTER	2,853.66
MAIDMENT, GRACE	RECREATION CENTER	571.95
MILLER, KYLE	RECREATION CENTER	72.50
REESE, AIMEE	RECREATION CENTER	333.32
SCHMITT, RONALD	RECREATION CENTER	269.40
TORREZ, RENEE	RECREATION CENTER	2,487.78
VIDALES, REBECCA	RECREATION CENTER	2,823.81
VIDALS, ABIGAIL	RECREATION CENTER	909.72
ZAMORANO, GUILLERMO	RECREATION CENTER	597.37
ZINNEN, JOHN DAVID	RECREATION CENTER	4,786.63
BUTENSCHOEN, GAVIN	SEWER & WATER MAINT	1,898.31
CASTANEDA, CHRISTIAN J	SEWER & WATER MAINT	1,941.60
MAJOR, STEPHEN	SEWER & WATER MAINT	2,918.52
MARTENSON, ALEX	SEWER & WATER MAINT	2,305.92
ORTEGA II, GASPAR	SEWER & WATER MAINT	2,614.98
PARKER, SHAWN	SEWER & WATER MAINT	3,352.01
WILLIAMS, BRYANT P	SEWER & WATER MAINT	2,191.20
BURGESS, JEFFREY	STREETS	3,071.25
CHAUNCEY, JUDD T	STREETS	1,873.60
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

Name	Department	Total Gross
STOLL, MARK T	STREETS	1,941.60
VIDALES, ROGER	STREETS	3,096.64
WEGENER, JAMES	STREETS	2,036.00
BAKER, WAYNE	WASTEWATER TREATMENT	3,028.00
BOETTCHER, BRADLEY	WASTEWATER TREATMENT	2,414.40
BOLDA, DANIEL	WASTEWATER TREATMENT	2,427.20
COSGRAY, DANIEL	WASTEWATER TREATMENT	739.20
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	2,812.87
SCARPACE, SHANE	WATER TREATMENT	2,590.40
SMITH, WILLIAM	WATER TREATMENT	3,753.35
WHISTON, TIMOTHY	WATER TREATMENT	2,379.20
Grand Totals:	174	431,562.67

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129220	DON KAMPS	SOFTBALL OFFICIAL	78.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 129220:			78.00			
129221	JAY ZINNEN	SCOREKEEPER	36.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
129221	JAY ZINNEN	SCOREKEEPER	84.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 129221:			120.00			
129222	JIM FRANKLIN	SOFTBALL OFFICIAL	78.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 129222:			78.00			
129223	JOSE M. ZAMORANO	REC CLEANING	205.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 129223:			205.00			
129224	SECRETARY OF STATE	VEHICLE REGISTRATION	158.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 129224:			158.00			
129225	SECRETARY OF STATE	VEHICLE REGISTRATION	158.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 129225:			158.00			
129226	1 800 WATER DAMAGE NORTH AMERI	COVID SQUAD CLEANING	250.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 129226:			250.00			
129227	A-ABLE ALARM SERVICE, INC. LOCK	SERVICE CALL - POLICE	300.75	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
Total 129227:			300.75			
129228	ADVANTAGE SAFETY PLUS	SAFETY SHIELDS	169.40	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
Total 129228:			169.40			
129229	ALAN DUNKER	PICS FOR SOFTBALL PLAQUES	37.51	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129229:			37.51			
129230	ALEX ALMEIDA	CITY BAND 2020	40.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129230:			40.00			
129231	ALPHA CONTROLS & SERVICES LLC	ALPHA CONTROL WPD	499.75	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
Total 129231:			499.75			
129232	AMANDA STORER	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129232:			120.00			
129233	AMERICAN VACTOR SERVICES	CONTRACTOR VIDEO SEWER MAIN	350.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. SEWER MAINS	60-52-5-555
Total 129233:			350.00			
129234	ANNA ZAINO	CITY BAND 2020	100.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129234:			100.00			
129235	ARAMARK	UNIFORMS	58.98	PARKS FUND	UNIFORMS	06-00-4-453
Total 129235:			58.98			
129236	ARAMARK UNIFORM SERVICE	WWT UNIFORMS	48.56	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
129236	ARAMARK UNIFORM SERVICE	WWT UNIFORMS	46.23	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	24.86	GENERAL FUND	UNIFORMS	01-06-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	20.46	PARKS FUND	UNIFORMS	06-00-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	22.56	GENERAL FUND	UNIFORMS	01-07-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	36.87	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	24.86	GENERAL FUND	UNIFORMS	01-06-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	20.46	PARKS FUND	UNIFORMS	06-00-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	22.56	GENERAL FUND	UNIFORMS	01-07-4-453
129236	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	36.87	WATER & SEWER UTILITY FUND	UNIFORMS	60-52-4-453
Total 129236:			304.29			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129237	BAILEY REWOLDT	HOMEBOUND DELIVERY	6.03	LIBRARY	TRAVEL & TRAINING	08-00-4-452
Total 129237:			6.03			
129238	BAKER & TAYLOR BOOKS	BOOKS	364.19	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129238	BAKER & TAYLOR BOOKS	BOOKS	1,610.11	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129238	BAKER & TAYLOR BOOKS	BOOKS	430.30	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129238	BAKER & TAYLOR BOOKS	BOOKS	1,064.40	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129238:			3,469.00			
129239	BAKER & TAYLOR CONTINUATION AC	BOOKS	26.77	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129239:			26.77			
129240	BAXTER & WOODMAN, INC.	BRINE TANK CONSTRUCTION	2,722.50	WATER & SEWER CIP	WATER TREATMENT PLANT MAINT	61-00-7-705
129240	BAXTER & WOODMAN, INC.	BRINE TANK CONSTRUCTION	7,841.25	WATER & SEWER CIP	WATER TREATMENT PLANT MAINT	61-00-7-705
129240	BAXTER & WOODMAN, INC.	WETLAND REVIEW	562.50	GENERAL FUND	ENGINEERING SERVICES	01-08-5-503
Total 129240:			11,126.25			
129241	BEN LINGNER	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129241:			120.00			
129242	BILL KRAEMER-SIMPSON	CITY BAND 2020	900.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129242:			900.00			
129243	BOB HORRELL	645 HANDEL LN.	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 129243:			100.00			
129244	BOOKSITE	BOOKLETTERS ANNUAL BASE FEE	1,050.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
Total 129244:			1,050.00			
129245	BRUCE MARTIN	CITY BAND 2020	210.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129245:			210.00			
129246	BRYAN KYROUAC	CITY BAND 2020	150.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129246:			150.00			
129247	BRYAN ROCK	CONCERT	1,000.00	PERFORMING ARTS	CONCERTS IN THE SQUARE	07-11-5-515
Total 129247:			1,000.00			
129248	BULL VALLEY FORD	BRAKE HOSE ASSY	50.73	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-51-6-622
129248	BULL VALLEY FORD	TIRE SENSOR	52.89	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN VEHICLES	60-50-6-622
129248	BULL VALLEY FORD	DRAIN PLUG	5.28	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
Total 129248:			108.90			
129249	C.O.P.S. & F.I.R.E. PERSONNEL TESTI	POLICE EXAM SERVICES	25.00	GENERAL FUND	TESTING	01-04-5-509
Total 129249:			25.00			
129250	CABAY & COMPANY, INC	PARKS CABAY SUPPLIES	55.71	PARKS FUND	SUPPLIES	06-00-6-606
129250	CABAY & COMPANY, INC	SW CABAY SUPPLIES	95.88	WATER & SEWER UTILITY FUND	SUPPLIES	60-52-6-606
129250	CABAY & COMPANY, INC	REC CENTER TP	29.95	RECREATION CENTER FUND	OFFICE/JANITORIAL SUPPLIES	05-00-6-606
Total 129250:			181.54			
129251	CATHERINE COOPER	CITY BAND 2020	150.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129251:			150.00			
129252	CENTURY SPRINGS	WATER	25.05	GENERAL FUND	SUPPLIES	01-01-6-606
Total 129252:			25.05			
129253	CHANDLER SULLIVAN	CITY BAND 2020	220.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129253:			220.00			
129254	CHICAGO COMMUNICATIONS SERVIC	CHARGING STATION FOR PORTABLE	511.00	GENERAL FUND	COMMUNICATIONS	01-08-5-501

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129254:			511.00			
129255	CHRISTINE BELTZ	CITY BAND 2020	270.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129255:			270.00			
129256	CHRISTOPHER B BURKE ENGINEERI	METRA WARMING SHELTER	3,000.00	GENERAL FUND-CIP	METRA WARMING CENTER	82-02-7-714
Total 129256:			3,000.00			
129257	CITY OF WOODSTOCK	FIRE STATION WATER BILL	206.46	GENERAL FUND	WATER AND SEWER	01-07-6-613
Total 129257:			206.46			
129258	CLARK BAIRD SMITH LLP	LABOR ATTORNEY	551.25	GENERAL FUND	LABOR RELATIONS	01-04-5-503
Total 129258:			551.25			
129259	CLARKE ENVIRONMENTAL MOSQUIT	LARVAE CONTROL	5,010.00	PARKS FUND	MOSQUITO ABATEMENT	06-00-5-564
129259	CLARKE ENVIRONMENTAL MOSQUIT	LARVAE CONTROL	5,010.00	PARKS FUND	MOSQUITO ABATEMENT	06-00-5-564
Total 129259:			10,020.00			
129260	COMMONWEALTH EDISON	STREET LIGHTS	25.26	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129260	COMMONWEALTH EDISON	ELECTRIC	84.47	GENERAL FUND	SERVICE TO MAIN. STREET LIGHTS	01-06-5-557
Total 129260:			109.73			
129261	COMMUNITY PLUMBING COMPANY	EMRICSON PLUMBING	125.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 129261:			125.00			
129262	CONCENTRIC INTEGRATION LLC	SCADA SERVICES	1,346.25	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552
129262	CONCENTRIC INTEGRATION LLC	WELL PARTS	556.95	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 129262:			1,903.20			
129263	CONNOR WIETERMANN	CITY BAND 2020	100.00	PERFORMING ARTS	FACILITY AND EVENT WORKERS	07-11-3-441

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129263:			100.00			
129264	CONSERV FS	BALLFIELD MATERIALS	738.95	GENERAL FUND-CIP	BALL FIELD IMPROVEMENTS	82-06-7-730
129264	CONSERV FS	BALLFIELD MATERIALS	738.95	GENERAL FUND-CIP	BALL FIELD IMPROVEMENTS	82-06-7-730
Total 129264:			1,477.90			
129265	COPY EXPRESS, INC.	BUSINESS CARDS	75.48	GENERAL FUND	PRINTING SERVICES	01-03-5-537
Total 129265:			75.48			
129266	CORE & MAIN LP	STORM SEWER	319.74	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
129266	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	51.60	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
129266	CORE & MAIN LP	STORM SEWER	665.50	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
129266	CORE & MAIN LP	STORM SEWER	133.10	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
129266	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	56.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
129266	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	203.71	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
129266	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	374.68	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
129266	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	79.96	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
129266	CORE & MAIN LP	MATERIALS FOR WATER SYSTEM	1,718.81	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
Total 129266:			3,603.10			
129267	CORRECTIVE ASPHALT MATERIALS L	APPLICATION OF RECLAMITE SEAL	9,680.00	GENERAL FUND-CIP	RESURFACING	82-08-7-703
Total 129267:			9,680.00			
129268	CROWN RESTROOMS	CROWN RESTROOMS	149.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 129268:			149.00			
129269	CURRIE MOTORS FLEET	POLICE VEHICLE PURCHASE	32,740.00	GENERAL FUND-CIP	ANNUAL POLICE VEHICLE PURCHAS	82-03-7-701
Total 129269:			32,740.00			
129270	DAHM ENTERPRISES INC	CONTRACTOR FOR TANKER	760.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. SEWER MAINS	60-52-5-555
Total 129270:			760.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129271	DAN BESANA	CITY BAND 2020	20.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129271:			20.00			
129272	DAVID DCAMP	CITY BAND 2020	180.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129272:			180.00			
129273	DAVID G. ETERNO	ADMINISTRATIVE JUDGE	568.75	ADMIN ADJUDICATION FUND	ADMINISTRATIVE JUDGE	14-00-4-450
Total 129273:			568.75			
129274	DAVID HUTLER	CITY BAND 2020	20.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129274:			20.00			
129275	DEBRA SCHWEIHS	CITY BAND 2020	200.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129275:			200.00			
129276	DELANEY HAJEK	CITY BAND 2020	40.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129276:			40.00			
129277	DEMCO INC	PROCESSING & MENDING SUPPLIES	273.46	LIBRARY	SUPPLIES	08-00-6-606
129277	DEMCO INC	PROCESSING & MENDING SUPPLIES	124.40	LIBRARY	SUPPLIES	08-00-6-606
Total 129277:			397.86			
129278	DISPLAY SALES	OTHER COMMUNITY EVENTS	930.00	GENERAL FUND	OTHER COMMUNITY EVENTS	01-11-6-615
Total 129278:			930.00			
129279	DON KAMPS CONSULTING	SOFTBALL OFFICIAL	78.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 129279:			78.00			
129280	DON'S ALIGNMENT AND AUTO SERVI	ALIGNMENT	80.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. VEHICLES	60-52-5-553

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129280:			80.00			
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	15,663.53	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	ELECTRIC	786.97	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	329.46	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	36.52	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	1,133.58	WATER & SEWER UTILITY FUND	UTILITIES- BOOSTER STATIONS	60-52-5-541
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	499.40	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	ELECTRIC	176.52	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	1,510.97	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	148.82	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	188.85	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	48.27	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	2,536.21	RECREATION CENTER FUND	ELECTRIC	05-00-6-604
129281	DYNEGY ENERGY SERVICES	ELECTRIC	30.86	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	62.38	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	3.40	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	95.34	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	26.36	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	76.36	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	116.14	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	106.94	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	27.58	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	105.75	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	118.45	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	2.30	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	21.71	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	39.37	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	44.08	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	346.29	WATER & SEWER UTILITY FUND	UTILITIES- BOOSTER STATIONS	60-52-5-541
129281	DYNEGY ENERGY SERVICES	ELECTRIC	63.48	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	4.88	PARKS FUND	ELECTRICITY	06-00-5-540
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	63.89	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	654.07	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	6.19	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	46.09	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	83.26	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	25.16	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	241.39	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	33.44	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	408.27	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	41.03	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	138.40	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	ELECTRIC	71.04	PARKS FUND	ELECTRICITY	06-00-5-540
129281	DYNEGY ENERGY SERVICES	ELECTRIC	.82	PARKS FUND	ELECTRICITY	06-00-5-540
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	81.39	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
129281	DYNEGY ENERGY SERVICES	STREET LIGHTS	.32	MOTER FUEL TAX FUND	STREET LIGHTING	12-00-5-564
Total 129281:			26,245.53			
129282	EBY GRAPHICS INC	EBY GRAPHICS	566.50	GENERAL FUND-CIP	ANNUAL POLICE VEHICLE PURCHAS	82-03-7-701
Total 129282:			566.50			
129283	ED'S AUTOMOTIVE	TEST LANE	120.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. VEHICLES	60-52-5-553
129283	ED'S AUTOMOTIVE	TEST LANE	30.00	PARKS FUND	SERVICE TO MAINTAIN VEHICLES	06-00-5-553
129283	ED'S AUTOMOTIVE	TEST LANE	30.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. VEHICLES	60-52-5-553
Total 129283:			180.00			
129284	ELINEUP LLC	ELINEUP	600.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
Total 129284:			600.00			
129285	ELIZABETH ARNOLD	CITY BAND 2020	100.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129285:			100.00			
129286	FITZGERALD LIGHTING	EMRICSON FIELD LIGHTS	1,766.10	PARKS FUND	SERVICE TO MAINTAIN LIGHTS	06-00-5-557
Total 129286:			1,766.10			
129287	FMPLUS-GREEN LTD	C.H JANITORIAL	1,164.15	GENERAL FUND	SERVICE TO MAINTAIN BUILDING	01-02-5-550
129287	FMPLUS-GREEN LTD	LIBRARY JANITORIAL	1,582.88	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
129287	FMPLUS-GREEN LTD	REC JANITORIAL	1,274.50	RECREATION CENTER FUND	SERVICE TO MAINTAIN BUILDING	05-00-5-550
129287	FMPLUS-GREEN LTD	LIBRARY JANITORIAL	1,582.88	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
129287	FMPLUS-GREEN LTD	C.H JANITORIAL	1,280.55	GENERAL FUND	SERVICE TO MAINTAIN BUILDING	01-02-5-550
129287	FMPLUS-GREEN LTD	REC JANITORIAL	1,274.50	RECREATION CENTER FUND	SERVICE TO MAINTAIN BUILDING	05-00-5-550
129287	FMPLUS-GREEN LTD	C.H BASEMENT	300.95	GENERAL FUND	SERVICE TO MAINTAIN BUILDING	01-02-5-550

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129287:			8,460.41			
129288	FOX VALLEY FIRE & SAFETY CO.	RADIO MAINTENANCE	1,957.50	WIRELESS FUND	SERVICE TO MAINTAIN EQUIPMENT	15-00-5-550
129288	FOX VALLEY FIRE & SAFETY CO.	RADIO INSTALL	210.00	WIRELESS FUND	NEW ALARM CONNECTION FEES	15-00-3-350
Total 129288:			2,167.50			
129289	G. FISHER COMMERCIAL CONSTRUC	METRA STATION IMPROVEMENTS	14,938.20	GENERAL FUND-CIP	METRA TRAIN DEPOT IMPROVEMENT	82-02-7-715
Total 129289:			14,938.20			
129290	GALE/CENGAGE LEARNING, INC	BOOKS	1,063.67	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129290	GALE/CENGAGE LEARNING, INC	BOOKS	56.78	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129290	GALE/CENGAGE LEARNING, INC	BOOKS	21.59	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129290:			1,142.04			
129291	GAVERS ASPHALT PAVING	CONTRACTOR ASSISTED WITH EXCA	919.90	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. SEWER MAINS	60-52-5-555
129291	GAVERS ASPHALT PAVING	BACKFILL MATERIAL	377.52	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
129291	GAVERS ASPHALT PAVING	RESTORATION MATERIAL	140.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
Total 129291:			1,437.42			
129292	GESKE & SONS	HOT MIX ASPHALT	164.47	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
129292	GESKE & SONS	HOT MIX ASPHALT	111.13	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
129292	GESKE & SONS	HOT MIX ASPHALT	94.62	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
129292	GESKE & SONS	HOT MIX ASPHALT	64.77	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
129292	GESKE & SONS	HOT MIX ASPHALT	95.89	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
Total 129292:			530.88			
129293	GRAINGER	PVC FITTINGS	13.52	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
Total 129293:			13.52			
129294	H R GREEN	PROFESSIONAL SERVICES	2,424.37	GENERAL FUND-CIP	IL ROUTE 47 IDOT IMPROVEMENTS	82-08-7-727
Total 129294:			2,424.37			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129295	HALEY CHELLBERG	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129295:			120.00			
129296	HAMPTON, LENZINI & RENWICK INC	KIMBALL-RAINTREE STORMWATER D	5,055.00	GENERAL FUND-CIP	STORMSEWER IMPROVEMENTS	82-09-7-701
129296	HAMPTON, LENZINI & RENWICK INC	STREET RESURFACING	97,448.00	GENERAL FUND-CIP	RESURFACING	82-08-7-703
129296	HAMPTON, LENZINI & RENWICK INC	2021 RESURFACING DESIGN ENG	121,400.00	GENERAL FUND-CIP	RESURFACING	82-08-7-703
Total 129296:			223,903.00			
129297	HANNAH WILSON	CITY BAND 2020	100.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129297:			100.00			
129298	HAWKINS, INC.	GAS CYLINDERS	499.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
Total 129298:			499.00			
129299	HEALTH AS WE AGE	WELLNESS EXPENSE	149.00	HEALTH/LIFE INSURANCE FUND	CLAIM PAYMENTS	75-00-5-546
Total 129299:			149.00			
129300	HI VIZ INC	UNIFORMS	360.00	GENERAL FUND	UNIFORMS	01-06-4-453
129300	HI VIZ INC	TRAFFIC CONTROLS	80.00	GENERAL FUND	MATERIALS TO MAIN. TRAFFIC CTL	01-06-6-629
Total 129300:			440.00			
129301	HUNTINGTON NATIONAL BANK	THERMOMETER	59.99	GENERAL FUND	SUPPLIES	01-08-6-606
129301	HUNTINGTON NATIONAL BANK	FITNESS STUDIO	125.26	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129301	HUNTINGTON NATIONAL BANK	CLEANING AND TOOL KIT	173.37	WATER & SEWER UTILITY FUND	TOOLS	60-51-6-605
129301	HUNTINGTON NATIONAL BANK	BATTERIES	12.72	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
129301	HUNTINGTON NATIONAL BANK	VOLUNTEER MANAGEMENT	17.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
129301	HUNTINGTON NATIONAL BANK	MEMBERSHIP DUES	51.67	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
129301	HUNTINGTON NATIONAL BANK	LICENSE STAGE LEFT REGISTER	20.00	PERFORMING ARTS	SUPPLIES & MATERIALS	07-13-6-606
129301	HUNTINGTON NATIONAL BANK	INTERNET ACCESS POINTS - COVID	645.00	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129301	HUNTINGTON NATIONAL BANK	SUBSCRIPTION	74.90	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
129301	HUNTINGTON NATIONAL BANK	VIDEO STREAMING PROJECT	995.00	PERFORMING ARTS	EQUIPMENT	07-11-7-720
129301	HUNTINGTON NATIONAL BANK	WHITE BOARD/MAGNET	49.98	GENERAL FUND	SUPPLIES	01-07-6-606
129301	HUNTINGTON NATIONAL BANK	HEX KEYS	51.85	GENERAL FUND	TOOLS	01-07-6-605
129301	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	53.24	LIBRARY	SUPPLIES	08-00-6-606



Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129301	HUNTINGTON NATIONAL BANK	SPIN STUDIO	48.86	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129301	HUNTINGTON NATIONAL BANK	SD CARDS FOR PATROL CAMERAS	36.40	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
129301	HUNTINGTON NATIONAL BANK	3 NEW BOOK CARTS TO QUARANTIN	1,312.35	LIBRARY	SUPPLIES	08-00-6-606
129301	HUNTINGTON NATIONAL BANK	VIDEO STREAMING PROJECT	5,097.00	PERFORMING ARTS	EQUIPMENT	07-11-7-720
129301	HUNTINGTON NATIONAL BANK	VIDEO STREAMING PROJECT	119.98	PERFORMING ARTS	EQUIPMENT	07-11-7-720
129301	HUNTINGTON NATIONAL BANK	CUTTING PAD, STORAGE RACK	104.60	LIBRARY	SUPPLIES	08-00-6-606
129301	HUNTINGTON NATIONAL BANK	FITNESS STUDIO	516.06	RECREATION CENTER FUND	EQUIPMENT	05-00-7-720
129301	HUNTINGTON NATIONAL BANK	FITNESS STUDIO	430.05	RECREATION CENTER FUND	EQUIPMENT	05-00-7-720
129301	HUNTINGTON NATIONAL BANK	DRILL BITS	18.46	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
129301	HUNTINGTON NATIONAL BANK	VIDEO STREAMING PROJECT	2,059.95	PERFORMING ARTS	EQUIPMENT	07-11-7-720
129301	HUNTINGTON NATIONAL BANK	SUPPLIES	95.78	PERFORMING ARTS	SUPPLIES	07-11-6-606
129301	HUNTINGTON NATIONAL BANK	DRUM DOLLY	43.25	GENERAL FUND	MATERIAL TO MAINTAIN BUILDINGS	01-07-6-620
129301	HUNTINGTON NATIONAL BANK	BLEEDER KIT	8.99	GENERAL FUND	TOOLS	01-07-6-605
129301	HUNTINGTON NATIONAL BANK	FUNNEL	34.67	GENERAL FUND	TOOLS	01-07-6-605
129301	HUNTINGTON NATIONAL BANK	BITS/DRILLS	127.89	GENERAL FUND	TOOLS	01-07-6-605
129301	HUNTINGTON NATIONAL BANK	NEEDLE SCALER	140.00	GENERAL FUND	TOOLS	01-07-6-605
129301	HUNTINGTON NATIONAL BANK	DRILL BITS	79.33	GENERAL FUND	SUPPLIES	01-07-6-606
129301	HUNTINGTON NATIONAL BANK	HARDWARE FOR MOUNTING SAILS	38.89	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129301	HUNTINGTON NATIONAL BANK	RUN 4 CHICAGO AD	15.98	GENERAL FUND	PRINTING SERVICES/ ADVERTISING	01-09-5-537
129301	HUNTINGTON NATIONAL BANK	GREAT TRAINING FOR DARE OFC.	495.00	POLICE PROTECTION FUND	TRAVEL & TRAINING	03-00-4-452
129301	HUNTINGTON NATIONAL BANK	RUN TO CHICAGO	109.11	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
129301	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	97.69	LIBRARY	SUPPLIES	08-00-6-606
129301	HUNTINGTON NATIONAL BANK	CRAFT PROGRAM SUPPLIES	54.95	LIBRARY	SUPPLIES	08-00-6-606
129301	HUNTINGTON NATIONAL BANK	EMAIL SERVICE	95.00	RECREATION CENTER FUND	ADVERTISING	05-00-5-538
129301	HUNTINGTON NATIONAL BANK	INTERVIEW DINNER	35.00	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
129301	HUNTINGTON NATIONAL BANK	REPAIR	110.00	PERFORMING ARTS	SERVICE TO MAINTAIN EQUIPMENT	07-11-5-552
129301	HUNTINGTON NATIONAL BANK	NEW SPIN/TRX ROOM	87.14	RECREATION CENTER FUND	EQUIPMENT	05-00-7-720
129301	HUNTINGTON NATIONAL BANK	SEAL-CYLINDER	76.08	GENERAL FUND	MATERIAL TO MAINTAIN EQUIPMENT	01-07-6-621
129301	HUNTINGTON NATIONAL BANK	VAC MACHINE	50.49	GENERAL FUND	TOOLS	01-07-6-605
129301	HUNTINGTON NATIONAL BANK	CRAFT SUPPLIES	27.12	LIBRARY	SUPPLIES	08-00-6-606
129301	HUNTINGTON NATIONAL BANK	NEW SPIN/TRX ROOM	148.64	RECREATION CENTER FUND	EQUIPMENT	05-00-7-720
129301	HUNTINGTON NATIONAL BANK	FLOOR JACK	249.99	GENERAL FUND	EQUIPMENT	01-07-7-720
129301	HUNTINGTON NATIONAL BANK	VIDEO STREAMING PROJECT	345.19	PERFORMING ARTS	EQUIPMENT	07-11-7-720
129301	HUNTINGTON NATIONAL BANK	CITY BAND	66.00	PERFORMING ARTS	PROGRAMMING FUND	07-11-5-525
129301	HUNTINGTON NATIONAL BANK	GREASE SWIVEL	74.02	GENERAL FUND	TOOLS	01-07-6-605
129301	HUNTINGTON NATIONAL BANK	HAND SANITIZER COVID-19	17.24	LIBRARY	SUPPLIES	08-00-6-606
129301	HUNTINGTON NATIONAL BANK	VIRTUAL SYMPOSIUM REGISTRATION	90.00	GENERAL FUND	TRAVEL & TRAINING	01-03-4-452
129301	HUNTINGTON NATIONAL BANK	ENTRANCE MATS	108.29	GENERAL FUND	MATERIAL TO MAINTAIN BUILDING	01-02-6-620
129301	HUNTINGTON NATIONAL BANK	FEE FOR TICKET PURCHASES	54.10	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
129301	HUNTINGTON NATIONAL BANK	VIRTUAL SYMPOSIUM REGISTRATION	35.00	GENERAL FUND	TRAVEL & TRAINING	01-03-4-452

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129301	HUNTINGTON NATIONAL BANK	MEMBERSHIP DUES	41.77	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - CM	47.58	GENERAL FUND	COMMUNICATIONS	01-01-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - FN	62.60	GENERAL FUND	COMMUNICATIONS	01-03-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - PD	54.70	POLICE PROTECTION FUND	COMMUNICATIONS	03-00-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - BZ	131.05	GENERAL FUND	COMMUNICATIONS	01-05-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - PW	327.55	GENERAL FUND	COMMUNICATIONS	01-08-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - REC	98.06	GENERAL FUND	COMMUNICATIONS	01-09-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - ED	47.58	GENERAL FUND	COMMUNICATIONS	01-12-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - IT	199.84-	GENERAL FUND	COMMUNICATIONS	01-13-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - WATER/SEWER	122.25	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-52-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - WATER	34.60	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
129301	HUNTINGTON NATIONAL BANK	CELL PHONE - WASTE WATER TREAT	97.14	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-51-5-501
129301	HUNTINGTON NATIONAL BANK	NERCOM-KELTRON BACKUP	39.52	WIRELESS FUND	COMMUNICATIONS	15-00-5-501
129301	HUNTINGTON NATIONAL BANK	SCADA CONNECTIONS	103.89	WATER & SEWER UTILITY FUND	COMMUNICATIONS	60-50-5-501
129301	HUNTINGTON NATIONAL BANK	ZOOM SUBSCRIPTION	279.90	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
129301	HUNTINGTON NATIONAL BANK	ADOBE SUBSCRIPTION	33.99	GENERAL FUND	DUES/SUBSCRIPTIONS/BOOKS	01-12-4-454
129301	HUNTINGTON NATIONAL BANK	ADOBE SUBSCRIPTION	33.99	PERFORMING ARTS	DUES & SUBSCRIPTION	07-11-4-454
129301	HUNTINGTON NATIONAL BANK	WHNS YEAR BOOK	55.00	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129301	HUNTINGTON NATIONAL BANK	H.S. YEARBOOK	55.00	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129301:			22,439.43			
129302	IMAGE ONE FACILITY SOLUTIONS, IN	OCTOBER JANITORIAL SERVICE	1,169.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN BUILDING	03-00-5-550
Total 129302:			1,169.00			
129303	INTERSTATE BATTERIES OF NORTH C	BATTERIES FOR LIFT STATION ALARM	38.40	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
129303	INTERSTATE BATTERIES OF NORTH C	BATTERIES FOR LIFT STATION ALARM	20.70	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
129303	INTERSTATE BATTERIES OF NORTH C	BATTERY	111.31	POLICE PROTECTION FUND	MATERIAL TO MAINTAIN VEHICLES	03-00-6-622
129303	INTERSTATE BATTERIES OF NORTH C	BATTERY	217.02	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 129303:			387.43			
129304	IPS INC	AQUATIC CENTER SLIDES	23,750.00	GENERAL FUND-CIP	AQUATIC CENTER UPGRADES	82-02-7-722
Total 129304:			23,750.00			
129305	JARED REILING	CITY BAND 2020	20.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129305:			20.00			
129306	JAY ZINNEN	SCOREKEEPER	42.00	GENERAL FUND	ATHLETIC OFFICIALS	01-09-5-513
Total 129306:			42.00			
129307	JCK CONTRACTORS INC	TOPSOIL	280.00	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
Total 129307:			280.00			
129308	JENNY DARWIN	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129308:			120.00			
129309	JOANNE MCINERNEY	WS 304319600	158.00	WATER & SEWER UTILITY FUND	WATER & SEWER SALES	60-00-3-371
Total 129309:			158.00			
129310	JOHN GELASI	CITY BAND 2020	125.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129310:			125.00			
129311	JOHN GRIMALDI	CONCERT	850.00	PERFORMING ARTS	CONCERTS IN THE SQUARE	07-11-5-515
Total 129311:			850.00			
129312	JOHN WHITE STABLES	HORSEBACK RIDING LESSONS	275.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
Total 129312:			275.00			
129313	JONATHAN ZOIA	CITY BAND 2020	150.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129313:			150.00			
129314	JOSE M. ZAMORANO	RC CLEANING SERVICES	175.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 129314:			175.00			
129315	JOSHUA MOORE	CITY BAND 2020	20.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129315:			20.00			
129316	JOYCE A NARDULLI LLC	LEGISLATIVE ADVOCATE	5,000.00	GENERAL FUND	LEGISLATIVE ADVOCATE	01-01-5-562
Total 129316:			5,000.00			
129317	JUDITH BROWN	FITNESS INSTRUCTOR	150.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 129317:			150.00			
129318	JUSTIN BIRD	CITY BAND 2020	100.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129318:			100.00			
129319	KATHLEEN HOLUB	CITY BAND 2020	50.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129319:			50.00			
129320	KATHRYN SPALDON	CITY BAND 2020	240.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129320:			240.00			
129321	KEITH LEVIN	CITY BAND MEMBER	25.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129321:			25.00			
129322	KIM DEBEIKIS	2771 BRAEBURN WAY	100.00	ESCROW FUND	RIGHT OF WAY PERMITS	72-00-0-217
Total 129322:			100.00			
129323	KIMBERLY O'BRIEN	CITY BAND 2020	180.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129323:			180.00			
129324	KISHWAUKEE BREWERY INC	LIQUOR LICENSE REFUND	450.00	GENERAL FUND	LIQUOR & BUSINESS LICENSES	01-00-2-322
Total 129324:			450.00			
129325	KORRIN DENICE BIRD	CITY BAND 2020	180.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129325:			180.00			
129326	LACAL EQUIPMENT	SWEEPER DEFLECTOR	873.10	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 129326:			873.10			
129327	LAKESIDE INTERNATIONAL LLC	HVAC HARNESS	114.67	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
129327	LAKESIDE INTERNATIONAL LLC	BLOWER MOTOR RESISTOR	233.59	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
129327	LAKESIDE INTERNATIONAL LLC	COR TRANSMISSION DIPSTICK	371.83	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 129327:			720.09			
129328	LAND CONSERVANCY OF MCHENRY	LAND CONSERVANCY	680.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 129328:			680.00			
129329	LORI SUTHERLAND	CITY BAND 2020	175.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129329:			175.00			
129330	LUCKY LOCATORS, INC.	SERVICE WATER MAINS	290.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. WATER MAINS	60-52-5-554
Total 129330:			290.00			
129331	LYNETTE EEG	CITY BAND 2020	225.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129331:			225.00			
129332	M.G. SERVICES LANDSCAPING	LAWN MOWING RTE 14	1,200.00	GENERAL FUND	SERVICE TO MAINTAIN PAVEMENTS	01-06-5-555
129332	M.G. SERVICES LANDSCAPING	REC BUILDING LANDSCAPE	960.00	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129332	M.G. SERVICES LANDSCAPING	LIBRARY LANDSCAPING	850.00	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518
129332	M.G. SERVICES LANDSCAPING	DOWNTOWN MAINTENANCE	1,000.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 129332:			4,010.00			
129333	MARK LOBO	DESIGN REC POST CARD	225.00	GENERAL FUND	REC. SUPPLEMENT TO NEWS. (60%)	01-09-5-536
Total 129333:			225.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129334	MARTY MAGNINI	CITY BAND	60.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129334:			60.00			
129335	MC HENRY COUNTY RECORDER OF	EASEMENT RECORDING FEES FOR	399.00	WATER & SEWER CIP	WATER MAIN REPACE & CONSTRUCT	61-00-7-703
Total 129335:			399.00			
129336	MCKENNA SWEET	CITY BAND 2020	140.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129336:			140.00			
129337	MCMRMA	2020-2021 INSURANCE PREMIUM #2	43,640.00	WATER & SEWER UTILITY FUND	INSURANCE PREMIUMS	60-53-5-531
129337	MCMRMA	2020-2021 INSURANCE PREMIUM #2	35,457.00	LIBRARY	INSURANCE PREMIUMS	08-00-5-544
129337	MCMRMA	2020-2021 INSURANCE PREMIUM #2	193,653.00	LIABILITY INSURANCE FUND	INSURANCE PREMIUMS	21-00-5-531
Total 129337:			272,750.00			
129338	MDC ENVIRONMENTAL SERVICES	REC CENTER	138.00	GENERAL FUND	BUILDING RENTAL	01-09-5-544
129338	MDC ENVIRONMENTAL SERVICES	FOURTH OF JULY	3,600.00	GENERAL FUND	4TH OF JULY	01-11-6-602
129338	MDC ENVIRONMENTAL SERVICES	GARBAGE STICKERS	8,550.00	ESCROW FUND	GARBAGE STICKERS	72-00-0-272
Total 129338:			12,288.00			
129339	MEGAN HOULIHAN	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129339:			120.00			
129340	MENARDS	PARKS SUPPLIES	112.01-	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	PARKS SUPPLIES	160.09-	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	PARKS SUPPLIES	23.99-	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	PARKS MATERIALS FOR GROUNDS	44.93	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129340	MENARDS	PARKS SUPPLIES	27.96	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	MATERIAL FOR NEW RC STUDIO	27.65	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129340	MENARDS	PAINT AND BRUSHES	96.93	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
129340	MENARDS	MATERIAL FOR NEW RC STUDIO	263.97	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129340	MENARDS	PARKS SUPPLIES	31.96-	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	PARKS SUPPLIES	64.89	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	PARKS MATERIALS FOR GROUNDS	32.35	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129340	MENARDS	PARKS SUPPLIES	18.20-	PARKS FUND	SUPPLIES	06-00-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129340	MENARDS	SUPPLIES	96.60	GENERAL FUND	SUPPLIES	01-06-6-606
129340	MENARDS	MATERIALS TO MAINTAIN STORM SE	19.99	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625
129340	MENARDS	MATERIALS FOR RC NEW STUDIO	117.83	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
129340	MENARDS	SIDEWALK REPLACEMENT	34.14	MOTER FUEL TAX FUND	SIDEWALK REPLACEMENT	12-00-7-721
129340	MENARDS	PARKS MATERIALS FOR GROUNDS	56.14	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129340	MENARDS	PARKS TIMBERS	59.97	PARKS FUND	LUMBER	06-00-6-616
129340	MENARDS	PARKS MATERIALS FOR GROUNDS	59.97-	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129340	MENARDS	PARKS TIMBERS	52.95	PARKS FUND	LUMBER	06-00-6-616
129340	MENARDS	CLOSET	40.44	PERFORMING ARTS	BUILDING	07-11-7-701
129340	MENARDS	SUPPLIES	135.65	GENERAL FUND	SUPPLIES	01-06-6-606
129340	MENARDS	PARKS SUPPLIES	6.87	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	SUPPLIES	39.99	GENERAL FUND	SUPPLIES	01-06-6-606
129340	MENARDS	SIDEWALK REPLACEMENT	54.99	MOTER FUEL TAX FUND	SIDEWALK REPLACEMENT	12-00-7-721
129340	MENARDS	PARKS TOOLS	60.89	PARKS FUND	TOOLS	06-00-6-605
129340	MENARDS	PARKS SUPPLIES	69.05	PARKS FUND	SUPPLIES	06-00-6-606
129340	MENARDS	PARKS TIMBERS	83.93	PARKS FUND	LUMBER	06-00-6-616
129340	MENARDS	SIDEWALK REPLACEMENT	47.91	MOTER FUEL TAX FUND	SIDEWALK REPLACEMENT	12-00-7-721
129340	MENARDS	MICRO CABLE/BATTERIES	33.97	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
129340	MENARDS	WPL TOOLS	12.97	LIBRARY	SUPPLIES	08-00-6-606
129340	MENARDS	MURIATIC ACID/PACKING TAPE	28.92	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
129340	MENARDS	RC MULCH	2.99	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
Total 129340:			1,208.65			
129341	METROPOLITAN MAYORS CAUCUS	METROPOLITAN MAYOR CAUCUS	1,114.65	GENERAL FUND	DUES AND SUBSCRIPTIONS	01-04-4-454
Total 129341:			1,114.65			
129342	MICHAEL STORER	CITY BAND 2020	140.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129342:			140.00			
129343	MID AMERICAN WATER OF WAUCOND	MATERIALS TO REPAIT HYDRANTS	3,377.58	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
Total 129343:			3,377.58			
129344	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	8,653.13	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129344	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	13,628.88	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
129344	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	132.11	PARKS FUND	ELECTRICITY	06-00-5-540
129344	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	146.85	PARKS FUND	ELECTRICITY	06-00-5-540

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129344	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	3,886.16	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
129344	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	5,726.28	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
129344	MIDAMERICAN ENERGY SERVICES LL	ELECTRIC	210.65	AQUATIC CENTER FUND	ELECTRIC	04-00-6-604
Total 129344:			32,384.06			
129345	MIDWEST SALT LLC	SALT FIRST ST	2,860.03	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
129345	MIDWEST SALT LLC	SALT SEMINARY	2,145.71	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
129345	MIDWEST SALT LLC	SALT SEMINARY	2,323.34	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
Total 129345:			7,329.08			
129346	MIDWEST TAPE	AUDIOBOOKS	77.22	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129346	MIDWEST TAPE	LIBRARY ADB & DVD	248.03	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129346:			325.25			
129347	MONROE TRUCK EQUIPMENT	ATN SCRAPER RAM	437.50	GENERAL FUND	MATERIALS TO MAIN. EQUIPMENT	01-06-6-621
Total 129347:			437.50			
129348	MOOD MEDIA	MUSIC SERVICES AT WWW	46.13	AQUATIC CENTER FUND	COMMUNICATIONS	04-00-5-501
Total 129348:			46.13			
129349	MOTOROLA SOLUTIONS, INC	COMMUNICATIONS	1,360.00	POLICE PROTECTION FUND	DUE FROM MCHENRY COUNTY 911	03-00-0-125
129349	MOTOROLA SOLUTIONS, INC	SUPPLIES	86.45	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 129349:			1,446.45			
129350	MURPHY'S FLOORING	REC CENTER CARPET ADDONS	456.00	GENERAL FUND-CIP	RECREATION CENTER IMPROVEMEN	82-02-7-724
Total 129350:			456.00			
129351	NEIWEEM INDUSTRIES INC	SERVICE TO MAINTAIN PAVEMENTS	1,746.60	MOTER FUEL TAX FUND	SVCE TO MAINTAIN PAVEMENTS	12-00-5-589
Total 129351:			1,746.60			
129352	NICK LINGNER	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129352:			120.00			
129353	NICK MUELLER	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129353:			120.00			
129354	NICOR	GAS WELL #8	40.52	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129354	NICOR	NICOR REC CENTER	206.91	RECREATION CENTER FUND	FUEL - HEATING	05-00-6-603
129354	NICOR	GAS WELL #12	40.52	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129354	NICOR	NICOR WARMING HOUSE	38.68	PARKS FUND	FUEL - HEATING	06-00-6-603
129354	NICOR	GAS FOR EMERGENCY GENERATOR	122.28	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FIRST ST	84.84	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129354	NICOR	GAS FOR EMERGENCY GENERATOR	123.24	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	NICOR WWW MECH ROOM	120.36	RECREATION CENTER FUND	FUEL - HEATING	05-00-6-603
129354	NICOR	GAS SEMINARY	354.58	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
129354	NICOR	GAS FOR EMERGENCY GENERATOR	41.02	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FOR EMERGENCY GENERATOR	42.52	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FOR EMERGENCY GENERATOR	40.78	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FOR EMERGENCY GENERATOR	41.53	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FOR EMERGENCY GENERATOR	43.43	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FOR EMERGENCY GENERATOR	42.03	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FOR EMERGENCY GENERATOR	43.00	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
129354	NICOR	GAS FOR EMERGENCY GENERATOR	39.58	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
Total 129354:			1,465.82			
129355	NORTHERN ILLINOIS UNIVERSITY	INTERNET - NIU	3,300.00	GENERAL FUND	COMMUNICATIONS	01-13-5-501
129355	NORTHERN ILLINOIS UNIVERSITY	INTERNET - NIU	1,320.00	LIBRARY	COMMUNICATIONS	08-00-5-501
Total 129355:			4,620.00			
129356	NORTHWEST HERALD	NW HERALD REC CENTER	333.80	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
Total 129356:			333.80			
129357	P. F. PETTIBONE & COMPANY	UNIFORM COMMENDATION BARS	1,334.90	POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 129357:			1,334.90			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129358	PAIGE LUSH	CITY BAND 2020	100.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129358:			100.00			
129359	PATRICIA BARRETT	RC MEMBERSHIP REFUND	60.00	RECREATION CENTER FUND	MONTHLY MEMBERSHIPS	05-00-3-326
Total 129359:			60.00			
129360	PDC LABORATORIES, INC.	WWT LAB TESTING	202.80	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-51-5-509
Total 129360:			202.80			
129361	PLOTE CONSTRUCTION INC	2020 STREET RESERFACING	1,651,070.46	GENERAL FUND-CIP	RESURFACING	82-08-7-703
129361	PLOTE CONSTRUCTION INC	2020 STREET RESERFACING	776,058.06	GENERAL FUND-CIP	RESURFACING	82-08-7-703
Total 129361:			2,427,128.52			
129362	PORTER LEE CORP	SOFTWARE SUPPORT FOR EVIDENC	744.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
Total 129362:			744.00			
129363	QUBIT NETWORKS LLC	WIRELESS ACCESS POINTS	499.09	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
Total 129363:			499.09			
129364	QUILL CORPORATION	WPD SUPPLIES	25.99	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
129364	QUILL CORPORATION	INK CARTRIDGES	314.91	GENERAL FUND	SUPPLIES	01-01-6-606
129364	QUILL CORPORATION	PENS	10.77	GENERAL FUND	SUPPLIES	01-08-6-606
129364	QUILL CORPORATION	WPD SUPPLIES	345.92	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
129364	QUILL CORPORATION	WPD SUPPLIES	461.81	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
129364	QUILL CORPORATION	WPL SUPPLIES	9.13	LIBRARY	SUPPLIES	08-00-6-606
129364	QUILL CORPORATION	WPL SUPPLIES	136.13	LIBRARY	SUPPLIES	08-00-6-606
129364	QUILL CORPORATION	WPL SUPPLIES	44.93	LIBRARY	SUPPLIES	08-00-6-606
129364	QUILL CORPORATION	WPL SUPPLIES	25.22	LIBRARY	SUPPLIES	08-00-6-606
129364	QUILL CORPORATION	INK CARTRIDGES	276.66	GENERAL FUND	SUPPLIES	01-08-6-606
129364	QUILL CORPORATION	WPD SUPPLIES	48.95	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 129364:			1,700.42			
129365	RANGER REDI MIX INC	STORM SEWER REPAIR MATERIALS	475.00	GENERAL FUND	MATERIALS TO MAIN. STORM SWRS	01-06-6-625

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129365	RANGER REDI MIX INC	CONCRETE FOR SIDEWALK PROGRA	833.00	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
129365	RANGER REDI MIX INC	CONCRETE FOR SIDEWALK PROGRA	595.00	GENERAL FUND	MATERIALS TO MAIN. PAVEMENTS	01-06-6-627
Total 129365:			1,903.00			
129366	RECORDED BOOKS, LLC	AUDIOBOOKS	148.45	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129366	RECORDED BOOKS, LLC	AUDIOBOOKS	366.56	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129366	RECORDED BOOKS, LLC	AUDIOBOOKS	59.59	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129366	RECORDED BOOKS, LLC	AUDIOBOOKS	248.22	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129366	RECORDED BOOKS, LLC	AUDIOBOOKS	29.58	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129366	RECORDED BOOKS, LLC	AUDIOBOOKS	32.91	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
129366	RECORDED BOOKS, LLC	AUDIOBOOKS	41.60	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 129366:			926.91			
129367	RICHARD STILES JR	CITY BAND MEMBER	900.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129367:			900.00			
129368	ROB LAMZ	CDL REIMBURSEMENT	60.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-08-4-454
Total 129368:			60.00			
129369	RUSSELL HENNING	CITY BAND 2020	360.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129369:			360.00			
129370	RYAN DISS	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129370:			120.00			
129371	SAMANTHA JONES	CITY BAND 2020	150.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129371:			150.00			
129372	SARAH LEE	REC CENTER MEMBERSHIP REFUND	120.00	RECREATION CENTER FUND	MONTHLY MEMBERSHIPS	05-00-3-326
Total 129372:			120.00			
129373	SCOTT HETTINGA	CITY BAND 2020	240.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129373:			240.00			
129374	SECRETARY OF STATE	VEHICLE REGISTRATION AND TITLE	158.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 129374:			158.00			
129375	SETH LAGERSTROM	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129375:			120.00			
129376	SHARI WEBER	CITY BAND 2020	225.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129376:			225.00			
129377	SHAW MEDIA	BID AD	146.82	GENERAL FUND	PUBLISHING SERVICES	01-01-5-538
129377	SHAW MEDIA	ROOF BID AD- WPL	156.20	LIBRARY BUILDING FUND	BUILDING & GROUNDS	09-00-7-701
129377	SHAW MEDIA	BID AD	160.22	GENERAL FUND	PUBLISHING SERVICES	01-01-5-538
129377	SHAW MEDIA	BID AD	142.80	GENERAL FUND	PUBLISHING SERVICES	01-01-5-538
Total 129377:			606.04			
129378	SKC CONSTRUCTION INC	CRACK SEALING	80,000.00	MOTER FUEL TAX FUND	CRACK SEALING	12-00-5-575
Total 129378:			80,000.00			
129379	SOLOMON ANDERSON	CITY BAND 2020	100.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129379:			100.00			
129380	STAN'S OFFICE TECHNOLOGIES, IN	EMAIL FILTER	111.15	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-13-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - FN	22.41	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-03-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - HR	30.78	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-04-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - CM	168.00	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-01-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - BZ	45.52	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-05-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - ED	74.04	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-12-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - OH	1.26	PERFORMING ARTS	SUPPLIES	07-11-6-606
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - PW	22.05	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-08-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	STANS WPD RECORDS	248.22	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - WPL	266.92	LIBRARY	PROFESSIONAL SERVICES	08-00-5-518

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER SERVICE	88.78	GENERAL FUND	PRINTING SERVICES	01-05-5-537
129380	STAN'S OFFICE TECHNOLOGIES, IN	PRINTING	18.60	GENERAL FUND	PRINTING SERVICES	01-03-5-537
129380	STAN'S OFFICE TECHNOLOGIES, IN	PRINTING	17.50	GENERAL FUND	PRINTING SERVICES	01-04-5-537
129380	STAN'S OFFICE TECHNOLOGIES, IN	PRINTING	73.26	GENERAL FUND	PRINTING SERVICES	01-05-5-537
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT-WWT	28.63	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
129380	STAN'S OFFICE TECHNOLOGIES, IN	STANS DISPATCH	67.90	POLICE PROTECTION FUND	SERVICE TO MAINTAIN EQUIPMENT	03-00-5-552
129380	STAN'S OFFICE TECHNOLOGIES, IN	COPIER CLICK COUNT - HR	23.75	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-04-5-552
Total 129380:			1,308.77			
129381	STATE FIRE MARSHALL BOILER SAFE	REC CENTER BOILER INSPECTIONS	70.00	RECREATION CENTER FUND	PROFESSIONAL SERVICES	05-00-5-504
Total 129381:			70.00			
129382	STATELINE TECHNOLOGIES	IT SUPPORT	2,854.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
Total 129382:			2,854.00			
129383	STEPHEN MIKULAY JR	FOOD HALL VISUALS	1,128.00	GENERAL FUND	STRATEGIC PLAN/MARKETING SVCS	01-12-5-515
Total 129383:			1,128.00			
129384	STONETREE LANDSCAPES INC	MATERIALS TO MAINTAIN PAVEMENT	60.00	MOTER FUEL TAX FUND	MAT TO MAINTAIN PAVEMENTS	12-00-6-573
Total 129384:			60.00			
129385	STUDIO GWA	OLD COURTHOUSE - GWAA PLAN PR	30,074.10	TIF CIP	OLD COURTHOUSE	42-00-7-729
Total 129385:			30,074.10			
129386	SUBURBAN LABORATORIES	RADIUM TESTING	420.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-51-5-509
129386	SUBURBAN LABORATORIES	RADIUM 226 & 228 SLUDGE	420.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-51-5-509
Total 129386:			840.00			
129387	SUE CHILDRESS	CITY BAND 2020	225.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129387:			225.00			
129388	SUE MARTIN	CITY BAND 2020	210.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129388:			210.00			
129389	SUPER AGGREGATES	DAVIS RD LOT REPAIR	307.65	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 129389:			307.65			
129390	TEST GAUGE AND BACKFLOW SUPPL	FOUNTAIN REPAIR	88.60	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
129390	TEST GAUGE AND BACKFLOW SUPPL	FOUNTAIN REPAIR	60.40	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 129390:			149.00			
129391	THE BUG MAN	PW PEST MANAGEMENT	245.00	GENERAL FUND	SERVICE TO MAINTAIN BUILDINGS	01-07-5-550
129391	THE BUG MAN	PW PEST MANAGEMENT	62.00	GENERAL FUND	SERVICE TO MAINTAIN BUILDINGS	01-07-5-550
Total 129391:			307.00			
129392	THERESE SCHWERZLER	CITY BAND 2020	180.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129392:			180.00			
129393	THOMPSON ELEVATOR INSPECTION	ELEVATOR INSPECTIONS	738.00	GENERAL FUND	ELEVATOR INSPECTION FEES	01-05-5-567
Total 129393:			738.00			
129394	TJ SCHWERZLER	CITY BAND 2020	220.00	PERFORMING ARTS	FACILITY AND EVENT WORKERS	07-11-3-441
Total 129394:			220.00			
129395	TONY MANSCHULA	CITY BAND 2020	120.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129395:			120.00			
129396	TRANS UNION RISK & ALTERNATIVE	TRANSUNION	50.00	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
129396	TRANS UNION RISK & ALTERNATIVE	TRANSUNION	50.00	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
Total 129396:			100.00			
129397	TRUGREEN PROCESSING CENTER	TREE MAINTENANCE	2,160.00	PARKS FUND	PREVENTIVE TREE MAINTENANCE	06-00-5-566
129397	TRUGREEN PROCESSING CENTER	TREE MAINTENANCE	560.00	PARKS FUND	PREVENTIVE TREE MAINTENANCE	06-00-5-566

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129397:			2,720.00			
129398	U.S. POST OFFICE CMRS-POC	POSTAGE# 24565138	56.04	GENERAL FUND	POSTAGE EXPENSE	01-01-6-601
129398	U.S. POST OFFICE CMRS-POC	POSTAGE# 24565138	1,069.40	GENERAL FUND	POSTAGE	01-03-6-601
129398	U.S. POST OFFICE CMRS-POC	POSTAGE# 24565138	1.99	GENERAL FUND	POSTAGE	01-04-6-601
129398	U.S. POST OFFICE CMRS-POC	POSTAGE# 24565138	420.77	GENERAL FUND	POSTAGE	01-05-6-601
129398	U.S. POST OFFICE CMRS-POC	POSTAGE# 24565138	147.83	GENERAL FUND	POSTAGE	01-08-6-601
129398	U.S. POST OFFICE CMRS-POC	POSTAGE# 24565138	236.67	WIRELESS FUND	POSTAGE	15-00-6-601
129398	U.S. POST OFFICE CMRS-POC	POSTAGE# 24565138	67.30	GENERAL FUND	POSTAGE	01-09-6-601
Total 129398:			2,000.00			
129399	ULTRA STROBE COMMUNICATIONS	SUV UPFIT	3,770.75	GENERAL FUND-CIP	ANNUAL POLICE VEHICLE PURCHAS	82-03-7-701
129399	ULTRA STROBE COMMUNICATIONS	SUV UPFIT	120.00	GENERAL FUND-CIP	ANNUAL POLICE VEHICLE PURCHAS	82-03-7-701
Total 129399:			3,890.75			
129400	UNITED LABORATORIES	GREASE CONTROLING CHEMICALS	4,960.80	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
Total 129400:			4,960.80			
129401	USA BLUEBOOK	LAB CHEMICALS	694.59	WATER & SEWER UTILITY FUND	LABORATORY CHEMICALS	60-50-6-615
129401	USA BLUEBOOK	FLAGS FOR LOCATING	83.25	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. WATER MAINS	60-52-6-624
129401	USA BLUEBOOK	FLAGS FOR LOCATING	83.25	WATER & SEWER UTILITY FUND	MATERIAL TO MAINT. SEWER MAIN	60-52-6-625
Total 129401:			861.09			
129402	VIKING CHEMICAL COMPANY	CHLORINE GAS	1,956.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
129402	VIKING CHEMICAL COMPANY	CYLINDER CREDIT	900.00-	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
Total 129402:			1,056.00			
129403	WAL-MART COMMUNITY	MISC REC SUPPLIES	21.82	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
Total 129403:			21.82			
129404	WATER SERVICES	CONTRACTOR LEAK DETECTION	315.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINT. WATER MAINS	60-52-5-554

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 129404:			315.00			
129405	WILLIAM COOPER	CITY BAND 2020	200.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129405:			200.00			
129406	WILLIAM SASSAMAN	CITY BAND 2020	150.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129406:			150.00			
129407	WILLIAM TAYLOR	CITY BAND 2020	20.00	PERFORMING ARTS	CITY BAND MEMBERS	07-11-3-444
Total 129407:			20.00			
129408	WOLD ARCHITECTS AND ENGINEERS	METRA STATION FACILITY ANALYSIS	1,844.88	GENERAL FUND	A/R- METRA	01-00-0-126
129408	WOLD ARCHITECTS AND ENGINEERS	WTP ROOF DESIGN	960.56	WATER & SEWER CIP	WATER TREATMENT PLANT MAINT	61-00-7-705
Total 129408:			2,805.44			
129409	WOODSTOCK HEATING & COOLING I	CITY HALL NEW AC UNIT	4,615.00	GENERAL FUND	BUILDING	01-02-7-701
Total 129409:			4,615.00			
129410	ZUKOWSKI ROGERS FLOOD MCARDL	PW LEGAL EXPENSES	3,150.00	GENERAL FUND	LEGAL EXPENSES	01-08-5-502
Total 129410:			3,150.00			
Grand Totals:			3,364,955.14			

## City of Woodstock

Huntington National Bank - Check #129301

VENDOR	DESCRIPTION	AMOUNT	LAST NAME	DATE
STARBUCKS STORE 02426	BEVERAGE	3.94	ANDERSON	08/25/2020
PAYPAL *JADEPUBLISH	LATINO BOOK REVIEW MAGAZINE	6.00	BAUGHER	08/27/2020
OTC BRANDS INC	CRAFT PROGRAM SUPPLIES	54.95	BRADLEY	08/28/2020
PAYFLOW/PAYPAL	FEE FOR TICKET PURCHASES	54.10	CAMPBELL	09/03/2020
AMZN MKTP US*MM6M90QZ0	VIDEO STREAMING PROJECT	345.19	CAMPBELL	08/28/2020
AMZN MKTP US*MU9WB9ZG1	VIDEO STREAMING PROJECT	2,059.95	CAMPBELL	08/28/2020
AMZN MKTP US*MM60E4HL0	VIDEO STREAMING PROJECT	69.99	CAMPBELL	08/27/2020
AMZN MKTP US*MM4812L62	VIDEO STREAMING PROJECT	119.98	CAMPBELL	08/18/2020
AMZN MKTP US*MM4WI6PW1	VIDEO STREAMING PROJECT	5,097.00	CAMPBELL	08/17/2020
AMZN MKTP US*MM78E6T31	VIDEO STREAMING PROJECT	995.00	CAMPBELL	08/16/2020
SHOPKEEP.COM INC.	LICENSE STAGE LEFT REGISTER	20.00	CAMPBELL	08/13/2020
WPY*CIVIC SYSTEMS	VIRTUAL SYMPOSIUM REGISTRATION	90.00	CHRISTENSEN	09/02/2020
WPY*CIVIC SYSTEMS	VIRTUAL SYMPOSIUM REGISTRATION	35.00	CHRISTENSEN	09/02/2020
FARM & FLT OF WOODSTOC	CLEANING AND TOOL KIT	173.37	GEORGE	09/04/2020
AMAZON.COM*MM7FE8H72	DRILL BITS	18.46	GEORGE	08/24/2020
AMAZON.COM*MF6XG89G2	BATTERIES	12.72	GEORGE	08/14/2020
FARM & FLT OF WOODSTOC	PANTS	75.58	GEORGE	08/06/2020
ANC*NEWSPAPERS.COM	SUBSCRIPTION	74.90	HANSEN	08/30/2020
MOBLEBEACON	INTERNET ACCESS POINTS - COVID	645.00	HANSEN	08/25/2020
JEWEL OSCO 3503	HAND SANITIZER COVID-19	17.24	HANSEN	08/23/2020
CANON DIRECT	PRINTER AND INK	192.61	HANSEN	08/20/2020
K-LOG, INC.	3 NEW BOOK CARTS TO QUARANTINE	1,312.35	HANSEN	08/07/2020
IN *SNODEPOT LLC	OIL PAN REPLACEMENT	889.00	LAMZ	09/02/2020
AMZN MKTP US*MM9GT0II0	WHITE BOARD/MAGNET	49.98	LAMZ	09/01/2020
AMZN MKTP US*MM9GT0II0	HEX KEYS	51.85	LAMZ	09/01/2020
AMZN MKTP US*MU9V40F61	VAC MACHINE	50.49	LAMZ	08/27/2020
PANZITTA SALES & SERVI	SEAL-CYLINDER	76.08	LAMZ	08/23/2020
AMZN MKTP US*MM1A01D71	NEEDLE SCALER	140.00	LAMZ	08/23/2020
AMZN MKTP US*MM1A01D71	DRILL BITS	79.33	LAMZ	08/23/2020
AMZN MKTP US*MM6P17BM1	FUNNEL	34.67	LAMZ	08/20/2020
AMZN MKTP US*MM6P17BM1	DRUM DOLLY	43.25	LAMZ	08/20/2020
AMZN MKTP US*MM6P17BM1	BLEEDER KIT	8.99	LAMZ	08/20/2020
AMZN MKTP US*MM6P17BM1	BITS/DRILLS	127.89	LAMZ	08/20/2020
AMZN MKTP US*MF0CX0220	FLOOR JACK	249.99	LAMZ	08/13/2020
AMZN MKTP US*MF7HY3K62	GREASE SWIVEL	74.02	LAMZ	08/13/2020
SP * RIVERSIDE PUMPS	PUMP SEALS	465.38	LAMZ	08/12/2020
AMAZON.COM*MU7I61A42 A	ENTRANCE MATS	108.29	LYNK	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
ADOBE ID CREATIVE CLD	ADOBE SUBSCRIPTION	33.99	MCELMEEL	09/03/2020
ADOBE ID CREATIVE CLD	ADOBE SUBSCRIPTION	33.99	MCELMEEL	09/03/2020
EIG*DOTSTER	DOMAIN RENEWAL	17.49	MCELMEEL	09/03/2020
MONOPRICE, INC.	SDI CABLES	345.43	MCELMEEL	08/27/2020
MONOPRICE, INC.	ETHERNET CABLE	102.99	MCELMEEL	08/27/2020
AMZN MKTP US*MM92I3JO0	KIDS DISPOSABLE MASKS	47.48	MCELMEEL	08/23/2020
AMZN MKTP US*MM46A9TW0	DISPOSABLE MASKS	50.97	MCELMEEL	08/23/2020
AMZN MKTP US*MM46A9TW0	DISPOSABLE MASKS	16.99	MCELMEEL	08/23/2020
AMZN MKTP US*MM7TR9XN2	FACE SHIELDS	27.60	MCELMEEL	08/23/2020
AMZN MKTP US*MM7TR9XN2	SCANNER	34.99	MCELMEEL	08/23/2020
VZWRLSS*MY VZ VB P	NERCOM-KELTRON BACKUP	39.52	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	SCADA CONNECTIONS	103.89	MCELMEEL	08/21/2020

## City of Woodstock

Huntington National Bank - Check #129301

VENDOR	DESCRIPTION	AMOUNT	LAST NAME	DATE
ZOOM.US	ZOOM SUBSCRIPTION	279.90	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - CM	47.58	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - FN	62.60	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - PD	54.70	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - BZ	131.05	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - PW	327.55	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - REC	98.06	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - ED	47.58	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - IT	-199.84	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - WATER/SEWER	122.25	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - WATER	34.60	MCELMEEL	08/21/2020
VZWRLSS*MY VZ VB P	CELL PHONE - WASTE WATER TREAT	97.14	MCELMEEL	08/21/2020
DNH*GODADDY.COM	SSL CERTIFICATE RENEWAL	399.98	MCELMEEL	08/17/2020
PAYPAL *INSTITUTEFO	GREAT TRAINING FOR DARE OFC.	495.00	PARSONS	08/23/2020
WM SUPERCENTER #3434	SD CARDS FOR PATROL CAMERAS	36.40	PARSONS	08/06/2020
AED PROFESSIONALS	AED SUPPLIES	1,495.00	SCHOBER	09/04/2020
AMZN MKTP US*MM3IS79B2	FIRST AID SUPPLIES	59.74	SCHOBER	08/28/2020
CHERRY TREE INN	PW DIRECTOR SEARCH	383.28	SCHOBER	08/27/2020
TST* D.C. COBB S - WOO	PW INTERVIEW	80.00	STELFORD III	08/27/2020
TST* D.C. COBB S - WOO	INTERVIEW LUNCH	100.00	STELFORD III	08/25/2020
TST* NAPOLI PIZZA	INTERVIEW DINNER	35.00	STELFORD III	08/25/2020
THE APPLIANCE REPAIR M	REPAIR	110.00	STIKA	08/27/2020
WAL-MART #3434	SUPPLIES	13.45	STIKA	08/23/2020
TST* NAPOLI PIZZA	CITY BAND	66.00	STIKA	08/06/2020
SAMS CLUB #6339	SUPPLIES	95.78	STIKA	08/06/2020
ELLISON EDUCATIONAL EQ	CUTTING PAD, STORAGE RACK	104.60	TRIPP	08/24/2020
JOANN STORES*JOANN.COM	CRAFT SUPPLIES	53.24	TRIPP	08/10/2020
OTC BRANDS INC	CRAFT SUPPLIES	97.69	TRIPP	08/09/2020
WAL-MART #3434	WWOW SUPPLIES	7.12	TRIPP	08/07/2020
AMZN MKTP US*MF1AI10S2	CRAFT SUPPLIES	18.04	TRIPP	08/07/2020
AMZN MKTP US*MF1458EB2	CRAFT SUPPLIES	24.43	TRIPP	08/06/2020
AMAZON.COM*MF73H5AL2	CRAFT SUPPLIES	27.12	TRIPP	08/06/2020
AMAZON.COM*MM4313S90	SAFETY/SUNGLASSES	119.90	VAN LANDUYT	08/30/2020
AMAZON.COM*MM8ZN4B00	THERMOMETER	59.99	VAN LANDUYT	08/27/2020
JOSTENS INC.	WHNS YEAR BOOK	55.00	WEBER	09/03/2020
JOSTENS INC.	H.S. YEARBOOK	55.00	WEBER	09/03/2020
WWW.VOLGISTICS.COM	VOLUNTEER MANAGEMENT	17.00	WEBER	08/09/2020
PLUG N PAY TECHNOLOGIE	MEMBERSHIP DUES	41.77	ZINNEN	09/04/2020
OVR*O.CO/OVERSTOCK.COM	NEW SPIN/TRX ROOM	87.14	ZINNEN	09/04/2020
FITNESS FINDERS INC	PROGRAM SUPPLIES	20.75	ZINNEN	09/03/2020
FACEBK 96282WWRX2	RUN 4 CHICAGO AD	15.98	ZINNEN	09/01/2020
AMZN MKTP US*MU46O70Q1	HARDWARE FOR MOUNTING SAILS	38.89	ZINNEN	08/31/2020
WF* WAYFAIR 1695040171	NEW SPIN/TRX ROOM	112.59	ZINNEN	08/30/2020
OVR*O.CO/OVERSTOCK.COM	NEW SPIN/TRX ROOM	87.14	ZINNEN	08/30/2020
AMZN MKTP US*MU3ZV0ZB1	SPIN STUDIO	48.86	ZINNEN	08/28/2020
CRICUT	BULLETIN BOARD STENCIL MAKER	10.76	ZINNEN	08/23/2020
AMZN MKTP US*MM57S7QM1	NEW SPIN/TRX ROOM	148.64	ZINNEN	08/21/2020
AMERICAN RED CROSS	CPR/AED TRAINING	60.00	ZINNEN	08/19/2020
AMZN MKTP US*MM9QN3G31	FITNESS STUDIO	430.05	ZINNEN	08/18/2020
AMZN MKTP US*MF6T50WH0	FITNESS STUDIO	516.06	ZINNEN	08/17/2020
EIG*CONSTANTCONTACT.CO	EMAIL SERVICE	95.00	ZINNEN	08/16/2020
AMZN MKTP US*MF5QP8RK2	FITNESS STUDIO	125.26	ZINNEN	08/16/2020
GARRETT POPCORN SHOPS	RUN TO CHICAGO	109.11	ZINNEN	08/14/2020
GREAT CHICAGO GIFTS	GOODIE BAGS	117.53	ZINNEN	08/14/2020
PLUG N PAY TECHNOLOGIE	MEMBERSHIP DUES	51.67	ZINNEN	08/11/2020
SP * AK ATHLETIC EQUIP	CORNER PADDING	310.00	ZINNEN	08/06/2020

\$ 22,439.43

**MINUTES  
CITY OF WOODSTOCK  
ENVIRONMENTAL COMMISSION**

February 6, 2020  
City Council Chambers

A Regular Meeting of the City of Woodstock Environmental Commission was called to order by Vice Chairperson Steve Wenzel at 5:37 PM on Thursday, February 6, 2020 in the Council Chambers at City Hall.

A roll call was taken.

**COMMISSION MEMBERS PRESENT:** Laurie Kacmar, Ed Ellinghausen, Bill Donato, and Vice Chairperson Steve Wenzel.

**COMMISSION MEMBERS ABSENT:** Chairperson Erica Poremba.

**STAFF PRESENT:** Public Works Department Director Jeff Van Landuyt and Executive Assistant/Chief Deputy City Clerk Jane Howie.

**OTHERS PRESENT:** None.

**ACCEPTANCE OF MINUTES:** with a correction to the Adjournment, as E. Ellinghausen was present. Motion by B. Donato, second by L. Kacmar, to accept the Minutes from the January 9, 2020 Regular Meeting. Ayes: L. Kacmar, E. Ellinghausen, B. Donato, Vice Chairperson S. Wenzel. Nays: none. Absentees: Chairperson E. Poremba. Abstentions: none. Motion carried with correction, as noted above. Minutes accepted.

**PUBLIC COMMENT**

There was no public comment forthcoming.

**COMMISSION COMMENT:** None.

**TRANSMITTALS**

1. None

**OLD BUSINESS**

1. Tree City USA

With regard to having the City of Woodstock be designated as a Tree City USA, J. Van Landuyt said this is doable; however, a body must have support from the City Council and staff. He opined the Commission may have to wait one more year so that this can be added to next year's budget. He mentioned that the City is doing a lot of things that are already included in Tree City USA. As Commissioners had recently mentioned the idea of having an Arbor Day event at the community garden site, he agrees with the idea of planning an event for 2020.

Commissioner Ellinghausen mentioned the need for certified communities to spend \$2.00 per capita, which is a requirement of Tree City USA. In response, J. Van Landuyt said that the City's has sufficient expenses to cover this item. However, decisions need to be made at the City Council level and with the City Manager; having "buy in" is extremely important for a successful program. Mr. Van Landuyt added that in addition to political support, support from the community is also

needed, along with “buy in” from the school system, Environmental Defenders of McHenry County, and The Land Conservancy, to name a few.

Vice Chairperson Wenzel said once we have an Arbor Day event, we’ll qualify for four of the requirements. J. Van Landuyt mentioned that the City has a tree policy, currently; however, an ordinance is needed if we move forward with Tree City USA. J. Van Landuyt will meet with the City Manager to discuss the program. Vice Chairperson Wenzel thanked Mr. Van Landuyt for his research and for the information shared.

## 2. Arbor Day/Earth Day plans – i.e. promotion/work days

Vice Chairperson Wenzel reminded Commissioners about the planning of an Arbor Day event. He spoke with The Land Conservancy and asked them to review the community garden space and make suggestions on what brush/trees should be kept and what can be removed. He said a few trees could be planted, but the specific location needs to be determined. He believes an area behind the dirt pile could be appropriate. J. Van Landuyt talked about expansion of the site and removing evasive species. He said while it’s important to clean them out, the concentration also needs to remain on providing additional space for planting and maintaining enough sunlight.

Mr. Van Landuyt suggested having a walking path around the area vs. having grassy areas that need to be mowed. Vice Chairperson Wenzel asked J. Van Landuyt if Public Works staff can remove the invasive species. He believes many of the trees are Red Osier Dogwood, which can become invasive. Vice Chairperson Wenzel said that The Land Conservancy placed ribbons on trees that can stay, so staff should remove what doesn’t have a ribbon on it. Vice Chairperson Wenzel had gotten a quote from The Land Conservancy for \$15 per tree. He believes that The Land Conservancy has a program with municipalities to plant some trees for free. He suggested planting five trees at the community garden site. J. Van Landuyt reminded Commissioners about their desire to plant Oak trees in Emricson Park, as well. The locations have yet to be determined.

Promotion and work days; planting. J. Van Landuyt said this information needs to be shared, especially with the 2019 gardeners. The event date and time were confirmed, April 25<sup>th</sup>, 2020, 9:00 AM at the garden site. Commissioners hoped that Chair Poremba will work on promotional materials. Commissioner Kacmar asked when the opening day for the garden is this year. J. Van Landuyt will look into this and follow up.

## 3. Community Garden Status

J. Van Landuyt shared printed information with the Commissioners. He believes that this information should be shared so that interested gardeners are aware of plot availability. J. Van Landuyt opined there’s a really good group of gardeners from 2019, and it is his hope that the group grows each year. Commissioners discussed some of the additional needs for the garden this year.

J. Van Landuyt mentioned the community garden website. He said a drone was hired so there are some aerial photos of the garden site that will be included on the website. He reminded Commissioners that if they want any changes to the webpage, they need to let him know.

## 4. Ellinghausen Brine Study status

Commissioner Ellinghausen said that this was J. Van Landuyt’s idea to use brine only for this project. The comparison is with a very concentrated de-icing liquid. J. Van Landuyt presented

photos and explained the results. They know that the brine won't work alone when the temperatures are at a freezing point. Commissioner Ellinghausen said the McHenry County DOT changes the formulation depending on the weather, it's mixed when they're adding the product to the truck before application. In response to a question from Vice Chairperson S. Wenzel, Commissioner Ellinghausen said even if it's augmented, the City would only spend less than \$.20 per gallon versus \$1.30 per gallon for the current product(s). Commissioner Donato suggested promoting this product; however, J. Van Landuyt responded that the City needs to figure this out first so that it doesn't fail. Costs need to be researched; we're still in the very beginning stages. More automated systems are needed before we can proceed and before the product can be promoted. Commissioner Donato commented that he understood the reason for waiting to promote.

Vice Chairperson Wenzel suggested looking for a grant that could be available for this type of program. J. Van Landuyt said once the City determines what will make this effective and efficient, the outcome will be much more successful, that way the grantor will know that this product will work. The City still needs to use the product in different temperatures along with varying levels of snowfall. Commissioner Ellinghausen asked if a more effective mix should be formulated. The City currently buys Beet Heet. J. Van Landuyt said the various levels of Beet Heet depend on outdoor temperature. Perhaps this product would be used in a similar way. J. Van Landuyt explained that the brine rinse goes into a tank and then into the sanitary sewer. Commissioner Ellinghausen added that it regenerates after about 200,000 gallons, which could be up to ten times per day.

#### **NEW BUSINESS**

1. None

#### **FUTURE AGENDA ITEMS**

1. Update of Environmental Master Plan – begin September 2020
2. Plastic Straws – Invite speaker in April – develop ordinance in fall 2020

#### **ADJOURN: To a Regular Meeting Thursday, March 5, 2020 @ 5:30 PM**

Motion by B. Donato, second by L. Kacmar, to adjourn this regular meeting of the Environmental Commission to the next regular meeting on Thursday, March 5, 2020. Ayes: L. Kacmar, E. Ellinghausen, W. Donato, and Vice Chairperson S. Wenzel. Nays: none. Abstentions: none. Absentees: Chairperson E. Poremba. Motion carried. Meeting adjourned at 6:18 PM.

Respectfully submitted,

Jane Howie,  
Chief Deputy City Clerk

**MINUTES  
CITY OF WOODSTOCK  
ENVIRONMENTAL COMMISSION**

March 5, 2020  
City Council Chambers

A Regular Meeting of the City of Woodstock Environmental Commission was called to order by Chairperson Erica Poremba at 5:31 PM on Thursday, March 5, 2020 in the Council Chambers at City Hall.

A roll call was taken.

**COMMISSION MEMBERS PRESENT:** Ed Ellinghausen, Steve Wenzel, and Chairperson Erica Poremba.

**COMMISSION MEMBERS ABSENT:** Laurie Kacmar and Bill Donato.

**STAFF PRESENT:** Public Works Department Director Jeff Van Landuyt and Executive Assistant/Chief Deputy City Clerk Jane Howie.

**OTHERS PRESENT:** None.

**ACCEPTANCE OF MINUTES:**

The Minutes from the February 6, 2020 Regular Meeting were not accepted as there wasn't a quorum of members present. This item will be added to the April 2, 2020 meeting agenda.

**PUBLIC COMMENT**

There was no public comment forthcoming.

**COMMISSION COMMENT:** None.

**TRANSMITTALS**

1. None

**OLD BUSINESS**

1. Restorative Efforts at Community Gardens Site – scrub cut down – what's next? Pathway? Chair Poremba commented that fourteen gardens have been reserved for this season along with five small garden plots. J. Van Landuyt said gardeners were invited to this evening's meeting; however, none are in attendance. Commissioner Ellinghausen asked about the scrub being cut down at the community garden site. Commissioner Wenzel said it appears that the area marked on the map was cut down; approximately 50'. Discussion ensued pertaining to the application of herbicide and the safety of the product. In response to a question, Commissioner Wenzel said The Land Conservancy has some members that are certified to apply herbicide. The goal is to prohibit re-growth as best as possible. It was noted that if herbicide is not applied, the brush will continue to grow and spread. The brush was cut about one and a half weeks ago, so, if the herbicide is going to be applied, this should happen in the very near future. J. Van Landuyt will talk to Lisa at The Land Conservancy to discuss having the herbicide applied to the stumps.

Chairperson Poremba said a meet and greet/day for opening of community garden is scheduled for May 2<sup>nd</sup> at 9:00 AM. There was some discussion about having a portable toilet set at the garden; however, they decided to wait a bit to find out if the need arises.

Commissioners agreed to get the plot numbering stenciled on site on Thursday, April 16<sup>th</sup> at 5:30 PM. They still need to set a date to install dirt and complete the fencing.

There was some discussion about available plots once the season begins. Chairperson Poremba suggested having a lottery system for any gardeners who wish to plant in an additional bed as of June 1<sup>st</sup>.

Chairperson Poremba asked about storage of equipment and hoses; she'll look into getting a shed donated. J. Van Landuyt said perhaps once the garden is at capacity, then the decision can be made to install a spigot. In the meantime, gardeners will need to use hoses for watering again this year. J. Van Landuyt informed Commissioners that a couple of volunteer groups have contacted the City to help with projects. A few project ideas were discussed.

Commissioner Wenzel mentioned that the [Savanna Institute](#) will be in town to look at an area by Apple Creek. He'd like to invite them to the community garden to have a look and provide feedback. Commissioner Wenzel also mentioned the opportunity to add a sort of community orchard to the garden site. Commissioners would like Commissioner Wenzel to explore this opportunity. Chairperson Poremba suggested having someone donate lumber and perhaps a group would volunteer to build a gazebo at some point in the future. In response to a question from J. Van Landuyt, Commissioner Wenzel said some people planted seeds last fall. J. Van Landuyt suggested putting cardboard and mulch down to create a path through the site. Commissioners liked this idea. There was some discussion about mowing the area to reduce weed growth.

2. Arbor Day/Earth Day Celebration set for April 25, 2020 @ 9:00 AM – Need to promote this. Ideas? Flyers? Should we be talking in detail about event plans?

Commissioner Wenzel reminded the Commissioners that this is the day the Oak trees will be planted. Chairperson Poremba will email Commissioner Donato this week to ask about moving forward with the Arbor Day festivities and his vision for the event. Commissioners mentioned planting trees closer to the river for longevity, and there was a mention to plant Swamp White Oak trees if they decide to plant trees closer to the river bank. J. Van Landuyt suggested discussing and setting plans for a future parking lot near the garden site.

3. Community Garden season planned events between now and say March 15?

J. Van Landuyt said this date should have been April 15. He said discussion will be added to next month's meeting agenda.

## **NEW BUSINESS**

1. None

## **FUTURE AGENDA ITEMS**

1. Update of Environmental Master Plan – begin September 2020
2. Plastic Straws – Invite speaker in April – develop ordinance in fall of 2020  
Chairperson Poremba will remind Commissioner Donato of this.
3. Ellinghausen Brine Study Update

Chairperson Poremba asked Commissioner Ellinghausen how the study turned out. Commissioner Ellinghausen explained some of the findings from the study. Chairperson Poremba asked about next steps. J. Van Landuyt said after meeting with Commissioner Ellinghausen, the City is confident that if they mix the brine with the BEET HEET the product will be successful. However, the City will need to purchase equipment for the process and find a storage location. He said this year hasn't been the best to sample the product because of the mild winter so far.

The next Commission meeting is set for April 2<sup>nd</sup>, then, there will be a working meeting at the garden site on April 16<sup>th</sup>. From there, the Arbor Day planting event on April 25, and the Meet and Greet with gardeners scheduled for May 2<sup>nd</sup>.

There was some discussion about a rather new perennial grain called Kernza.

### **ADJOURN: To a Regular Meeting Thursday, April 2, 2020 @ 5:30 PM**

Motion by S. Wenzel, second by E. Ellinghausen, to adjourn this regular meeting of the Environmental Commission to the next regular meeting on Thursday, April 2, 2020. Ayes: E. Ellinghausen, S. Wenzel, and Chairperson E. Poremba. Nays: none. Abstentions: none. Absentees: L. Kacmar and B. Donato. Motion carried. Meeting adjourned at 6:27 PM.

Respectfully submitted,

Jane Howie,  
Chief Deputy City Clerk

**WOODSTOCK PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**Thursday, March 12, 2020**  
**Minutes**

**CALL TO ORDER:**

President Mary Ann Lenzen called to order the March 12, 2020, Regular Meeting of the Woodstock Public Library Board of Trustees at 7:34 p.m. in the Training Room of the library.

**PRESENT:**

Mary Ann Lenzen, Al Fyfe, Gayle Hoch, Teresa Flores, Christy Johanson, and Robert Laurie

**OTHERS PRESENT:**

Nick Weber, Library Director  
Martha Hansen, Asst. Director  
Roscoe Stelford, City Manager

**ABSENT:**

Marybeth Urbin and Dan Lemanski

**MINUTES OF PREVIOUS MEETINGS:**

Christy Johanson moved to approve the minutes of the January 9, 2020, regular meeting as presented. Mary Ann Lenzen seconded, and the motion passed.

Mary Ann Lenzen moved to approve the minutes of the January 21, 2020, Finance Committee Meeting. Gayle Hoch seconded, and the motion passed.

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

None.

**COMMUNICATIONS:**

None.

**LIBRARY EXPENDITURES:**

Mary Ann Lenzen moved to approve the combined January and February 2020 Warrant of \$136,731.06 for operating and building expenditures. Gayle Hoch seconded, and the motion passed.

**LIBRARIAN'S REPORT:**

Nick Weber presented the most recent Librarian's Report, a copy of which is attached. Items of note include the fact that all March 2020 events and programming have been canceled because of COVID-19 restrictions, new staff have been successfully onboarded, and the HVAC situation is improving.

**UNFINISHED BUSINESS:**

- **Discussion on Building Projects:** Work on the new ESL tutoring space and office reconfiguration is expected to begin in two to three weeks, subject to any COVID-19 limitations or restrictions.

NEW BUSINESS:

- **Discussion and Vote on Resolution to Terminate N.I.C.:** Mary Ann Lenzen moved to accept resolution 2019/20-02 to terminate N.I.C. membership. Robert Laurie seconded, and the motion passed.
- **Discussion on Proposed Budget for 2020/2021:** The Director reviewed the proposed budget for the upcoming year.
- **Discussion and Vote on Animals in the Library Policy:** Robert Laurie moved to accept the new Animals in the Library policy. Mary Ann Lenzen seconded, and the motion passed.
- **Discussion and Vote on Pandemic/Influenza Response Levels:** Robert Laurie moved to accept the Pandemic/Influenza Response Levels plan. Christy Johanson seconded, and the motion passed.
- **Discussion on Bylaws and Process for Changing Them:** Two points were discussed; changing the meeting dates from first to second Thursday of each month; and requiring that board members not be absent for three consecutive meeting or be absent for four of 12 meetings.
- **Discussion on Potential Old Courthouse Arts Center:** The director reviewed plans for the Old Courthouse and the library's part in these plans.
- **Discussion on Future Agenda Items:** None was proposed.

EXECUTIVE SESSION: See separate minutes.

ADJOURNMENT:

Gayle Hoch moved that the meeting be adjourned at 8:55 p.m.  
Mary Ann Lenzen seconded, and the motion passed.

**MINUTES**  
**PARKS & RECREATION COMMISSION**  
**March 10, 2020**  
**City Council Chambers**

**A. CALL TO ORDER**

A regular meeting of the Parks and Recreation Commission of the City of Woodstock was called to order by Chair M. McCleary at 7:07 PM on Tuesday, March 10, 2020 in the Council Chambers at Woodstock City Hall.

**B. ROLL CALL:** A roll call was taken and Chair M. McCleary determined a quorum was present.

**COMMISSION MEMBERS PRESENT:** Margaret Miller, Pete Riis, and Chair Mike McCleary.

**COMMISSION MEMBERS ABSENT:** Bruce Farris and Chris Neuhart.

**OTHERS PRESENT:** Will McKay and a Woodstock resident.

**STAFF PRESENT:** Recreation Director Dave Zinnen, Parks & Facilities Superintendent Chris Lynk, and Executive Assistant/Chief Deputy City Clerk Jane Howie.

**C. FLOOR DISCUSSION:** Anyone wishing to address the Commission on an item not on the agenda may do so at this time.

**D. ACCEPTANCE OF MINUTES:**

Motion by P. Riis, second by M. Miller, to accept the Minutes from the October 8, 2019 Parks & Recreation Commission meeting as presented. Ayes: M. Miller, P. Riis, and Chair M. McCleary. Absentees: B. Farris and C. Neuhart. Abstentions: none. Motion carried; Minutes accepted as presented.

**E. TRANSMITTALS:** The following items have been transmitted to the Commission for information and there is no discussion expected or action recommended.

1. Recreation Department Report for February 2020 –

D. Zinnen had no further additions. M. McCleary asked about additions due to the coronavirus. In response, D. Zinnen said they have amped up cleaning of the Rec Center along with equipment and toys. They have asked clients to wash their hands more and take more time wiping down machines. M. McCleary asked if the Daddy/Daughter Dance could be held at another location or if the event could be held for two nights. D. Zinnen explained the extensive decorating and clean-up that's involved; therefore, the dance can only be held on one night. C. Lynk said the City has an agreement with D200, so perhaps there might be another room or one of their facilities that could accommodate the event.

A Woodstock resident said he attends the event every year and it's very well-attended and his daughters really look forward to it.

## 2. Parks Division Report for February 2020 –

There was a brief discussion about the roof leak at the Rec Center. It was noted that there is a contract on the roof, which may cost \$53,000. C. Lynk said at this point the roof needs to be replaced, not repaired.

C. Lynk added that his division has been doing a lot of tree work this past month.

### **F. OLD BUSINESS:**

1. None.

### **G. NEW BUSINESS:**

1. Discussion of Park Policy Manual with User Groups

M. McCleary asked about the stats included from 2010 and said that he'd like updated information going forward. He asked about the Dream Field, and when the high school can use it for practice. C. Lynk said the high school's head coach communicates their schedule with the City.

In response to a question from M. McCleary, D. Zinnen said with every session of the City Scene, the user groups and athletic organizations are asked to update their information for each season. M. McCleary asked if Marian Central uses City fields. It was reported that Marian Central uses City fields as backup if their fields are flooded.

There was a brief discussion about fees; C. Lynk stated that the fees were discussed at the last Commission meeting. He added that fields need assistance due to the wear and tear, which is mainly due to ball tournaments. Mr. Lynk said he researched surrounding towns, including McHenry and Crystal Lake, about hosting tournaments, to ask about a "buy-in" fee per team. C. Lynk said, in some municipalities, the hosting City charges a buy-in fee to use the field. The proposed fee is per day or per game (which is higher), \$140 - \$220 per day, per field, or per game. These fees pay for staff, equipment and materials for field maintenance. In many situations, these fees are subject to tournaments only. The City preps fields for first games of the day at no charge. User groups can maintain fields throughout the day; however, user groups can pay for City staff to come back during the day to prep fields. Will McKay said that user groups are not using City equipment to prep fields during the day. C. Lynk said he has left chalk and materials to touch up fields, and they've been used by some of the groups during tournaments. Further discussion ensued on this topic.

C. Lynk said there is a fee schedule depending on the number of players, fields needed and number of games. W. McKay explained what the fees could add up to for some of the teams, that the user groups would need to come up with. The Woodstock Resident mentioned a week-long tournament that could cost \$3,500, which they couldn't afford. P. Riis said many of the user groups are running on a shoestring budget. M. McCleary said there needs to be a compromise so that the fields can be properly maintained. W. McKay asked if Heatwave gets hotel/motel tax, which is due to their tournament. He added info about costs in the past that they are willing to pay for, such as portable toilets reimbursement. Wouldn't be against taking a portion of their banner sales and putting those funds toward park improvements or writing a check to Rec Dept, more willing to do that than pay for tournaments. The Woodstock Resident talked about the wear and tear on the

field, may mean that there's too many user groups. There was a comment that it's a mistake to look at resident user groups to get additional income, as user groups have to pass fees along to team members. It was suggested that non-resident user groups pay more money vs. local groups. It's a definite benefit to bring tournaments to town. City has done a great job prepping fields; however, not enough personnel to keep up with maintaining ballfields. C. Lynk talked about the budget to maintain some of Bates Park and Merryman Fields. P. Riis said the user groups can't justify the increased costs. There was a suggestion to raise fees for outside groups only, not to include local groups. Resident asked if there's a field utilization report. P. Riis said people don't report that they didn't use a field.

P. Riis said what he's hearing in general is the user groups are not in favor of these increased fees. The Woodstock resident said with regard to tournaments, they usually prep the fields throughout the day except during the large tournaments. In response to a question from M. McCleary, Kurt said he'd have the City charge a different fee for local teams vs. non-resident fees. He asked that the City Scene be cleaned up with user group contacts. If the City needs these fees, then charge a very nominal fee for resident groups. He suggests an annual registration fee. W. McKay asked if there's any type of report that displays usage. He believes there are less user groups now than there were ten years ago. He'd like to look at a comparison report. Kurt believes the user groups are playing a lot of more games. There was further discussion on scheduling fields for practices and tournaments. The Woodstock resident asked if the schedule could be electronic like it is for the high school.

M. McCleary said regarding tournaments fees, for the City of Woodstock-based teams, the user groups are not in favor of the daily fees. But, they'd be more favorable for the traveling-type teams that charge fees to their participants. W. McKay said SportsCity Slam would be the showcase team; Kurt said the facility is in Woodstock, but most of the kids come from Crystal Lake.

M. Miller opined fees should be different for resident vs. non-resident as well as not-for-profit vs. for-profit. C. Lynk said perhaps a nominal fee for residents. W. McKay said they've created a field improvement fund and he'd be willing to sit down with C. Lynk to discuss an agreement going forward. C. Lynk said he does appreciate the donations; he doesn't want to nickel and dime anyone. He agrees with different fees for resident vs. non-resident, and perhaps clarify where the fees are going such as dugouts, backstops and improvements to fields. P. Riis said perhaps a more formal process as requested by W. McKay, and a sit down with other user groups. M. McCleary mentioned how the new waiver request program has changed, which is to get approval by this Commission first.

There was an agreement that the International Tournament should be subject to fees. Tournaments for local would not have any additional surcharges. Non-residents, travelling teams would be assessed a per game fee (limitation to number of fields that they can be played on).

Motion by P. Riis, second by M. McCleary that fees would only apply to non-approved user groups/non-resident tournaments subject to, but not limited to, the stated fees, \$150 per game, no lights, \$190 per game with lights. Ayes: P. Riis and Chair M. McCleary. Nays: M. Miller. Absentees: B. Farris and C. Neuhart. Abstentions: none.

**H. FUTURE AGENDA ITEMS:**

1. Tentative agenda items identified by Administration
  - a. Park Master Plan
2. Requested by Commission: Any member may suggest an item to be considered by the Commission at a future meeting, but must be approved by a majority of the Commission to be included as a future agenda item.

Parks Capital Improvement Plan: In response to several questions from M. McCleary, C. Lynk clarified that courts are not being removed; courts will be resurfaced; that the outfield fence at Emricson Park was removed due to safety issues; and, with regard to the basketball court on Maryann, for now this will remain as a half-court vs. a full court. P. Riis ask about the lighting at Bates Park, and if it will impact this year's play. C. Lynk said he's is working with a lighting company currently; they're trying to find replacements under warranty. He added that it is still operational. M. McCleary asked about the garden plots at the community gardens. It was noted that City staff will forward information to him. P. Riis asked if the Recreation Department will have enough fields for the adult leagues. D. Zinnen said there are enough leagues; he's hoping for enough participants.

C. Lynk provided information on updates for several of the parks' facilities. He is working on getting quotes on cameras for the fields. W. McKay talked about getting lights at Merryman Fields Park and the cost of that project. C. Lynk said this is only a thought, nothing has been decided upon; it could be cost prohibitive. W. McKay said little league may qualify for more grants than the City can.

It was mentioned that the The Land Conservancy will be adding a pollinator garden in Emricson Park this spring. They've already started to clear some land. C. Lynk said they had to dredge the runoff to allow the water to flow.

There was some discussion about the abandoned gas station next to the Rec Center. It is believed that the underground tanks have been removed.

**I. ADJOURN:**

Motion by P. Riis, second by M. Miller, to adjourn the Regular Meeting of the Parks & Recreation Commission. Ayes: M. Miller, P. Riis and Chair M. McCleary. Nays: none. Absentees: B. Farris and C. Neuhart. Abstentions: none. Motion carried. Meeting adjourned at 8:40 PM. The next regular meeting will be Tuesday, April 14, 2020.

Respectfully submitted,

Jane Howie  
Chief Deputy City Clerk

**MINUTES  
CITY OF WOODSTOCK  
ECONOMIC DEVELOPMENT COMMISSION  
March 5, 2020  
Council Chambers**

A Regular Meeting of the City of Woodstock Economic Development Commission was called to order by Chairman Rick Francois at 8:00 AM on Thursday, March 5, 2020 in the Council Chambers, Woodstock City Hall, 121 W. Calhoun Street, Woodstock.

**ROLL CALL**

**COMMISSION MEMBERS PRESENT:** Chris McGowan, Wayne Read, John Buckley, and Chairman Rick Francois.

**COMMISSION MEMBERS ABSENT:** Henry Patel.

**STAFF PRESENT:** Economic Development Director Garrett Anderson, Economic Development Coordinator Krista Coltrin, Business Development Coordinator George Hahne, and Executive Assistant/Chief Deputy City Clerk Jane Howie.

**OTHERS PRESENT:**

**ACCEPTANCE OF MINUTES:**

Motion was made by Wayne Read, second by John Buckley, to accept the Minutes from the January 9, 2020 meeting. Ayes: C. McGowan, W. Read, J. Buckley, and Chair R. Francois. Nays: none. Absentees: H. Patel. Abstentions: none. Motion carried; Minutes were accepted.

**PUBLIC COMMENT:** none.

**GENERAL BUSINESS/DISCUSSION:**

1. Project Activity Report – March 2020
2. Report on Downtown Development

**COMMISSION COMMENTS / UPDATES:** none.

**ADJOURNMENT:**

Motion by John Buckley, second by Chris McGowan, to adjourn this meeting. Ayes: C. McGowan, W. Read, J. Buckley, and Chair R. Francois. Nays: none. Absentees: H. Patel. Abstentions: none. Motion carried. Meeting adjourned at 8:48 AM. The next regular meeting is scheduled for Thursday, April 2, 2020 at 8:00 AM.

Respectfully submitted,

Jane Howie, Chief Deputy City Clerk

**MINUTES  
CITY OF WOODSTOCK  
ECONOMIC DEVELOPMENT COMMISSION  
May 1, 2020  
Council Chambers**

A Special Meeting of the City of Woodstock Economic Development Commission was called to order by Vice Chairman John Buckley at 8:05 AM on Friday, May 1, 2020 virtually, via Zoom webinar due to the COVID-19 pandemic and Governor Pritzker's stay-at-home mandate.

**ROLL CALL**

**COMMISSION MEMBERS PRESENT REMOTELY:** Wayne Read, Henry Patel and Vice Chairman John Buckley.

**COMMISSION MEMBERS ABSENT:** Chris McGowan and Chairman Rick Francois.

**STAFF PRESENT REMOTELY:** Economic Development Director Garrett Anderson, Economic Development Coordinator Krista Coltrin, Business Development Coordinator George Hahne, and Executive Assistant/Chief Deputy City Clerk Jane Howie.

**OTHERS PRESENT REMOTELY:** Janice and Craig Wilcox.

**PUBLIC COMMENT:** none.

**GENERAL BUSINESS/DISCUSSION:**

**1. Revolving Loan Application – My Little Bow Peeps**

Mrs. Wilcox stated that she has been a successful business owner already, and at this time she is requesting a \$60,000 loan to assist in moving her business into The Thoughtfulness Shop on the Square. It was noted that cost estimates have already been sent; Commissioners have copies of the documents before them. Mrs. Wilcox continued on to say that she started her at-home business in 2005, mostly as a hobby, but it quickly grew into a part-time job. She was encouraged to start an Etsy shop, and her business proved to be very successful. Mr. and Mrs. Wilcox have had several discussions with the former owners of The Thoughtfulness Shop, which encouraged them to move this business into the shop, along with keeping some of the current fixtures already there.

Commissioner McGowan joined the meeting remotely at 8:15 AM.

Mrs. Wilcox mentioned that she is in need of more industrial-level equipment, which is why she needs a space, other than her home, to work in. Her clothing line has grown from babies to toddlers/children to adult sizes. The shop will continue some of the lines that the Schroeder's had carried; they're finalizing some of the vendor agreements now. It is there hope to open in the very near future, maybe by June 1. Vice Chairman Buckley

asked if they are partnering with The Thoughtfulness Shop, or are they buying them out. In response,

Mr. Wilcox said the Schroeder's lease went through the end of March; they had a close-out sale. The Wilcoxs' business has acquired a bulk sale contract with The Thoughtfulness Shop, they purchased the name and social media. The Wilcoxs' business will be completely separate, but d/b/a The Thoughtfulness Shop and Little Bow Peep. Commissioner Read asked G. Anderson what, if any, funds are available in the City's revolving loan account. Mr. Anderson said the account can accommodate this loan. Mrs. Wilcox is looking at ways to maximize her business. The online sales for My Little Bow Peep will continue. Commissioner Read encouraged Mr. Wilcox to run the numbers for the next twelve months so that they know what's ahead of them, and to do what they can to get people into their shop. He reminded them that retail is a very different business from online sales.

There was a brief discussion about the revolving loan that the Schroeders had taken out. Vice Chairman Buckley asked if there's any conflict in loaning money to an elected State Official. In response, Mr. Anderson said the City Attorney had already reviewed this matter and determined no issues existed. Mr. Wilcox said he also had this reviewed by an Ethics Officer before proceeding with this request. In response to a question from Commissioner Patel, G. Anderson said that the revolving loan fund is pretty flexible, and funds are available, partly because one of the loan recipients paid off their loan in advance. G. Anderson said the City is very comfortable with Ms. Wilcox's business plan. Additional discussion ensued between the applicant and Commissioners.

In response to Vice Chairman Buckley's questions, G. Anderson suggested that the Wilcoxs update their loan application to include some of the items discussed here today. Mr. Wilcox added that their lease will include a pandemic clause should there be any sort of government shut-down.

K. Coltrin asked the Wilcoxs what the City can expect with their shop refresh. Mr. Wilcox said the landlord, new owners from 2018, are doing interior work. Carpeting has been removed, ceiling tiles, basement shelving and office walls have been removed, fresh paint, a redesigned interior that will include a more open storefront. The shop will feel more like a boutique that will accommodate strollers and wheelchairs. K. Coltrin said the refresh will be appreciated by both local businesses and the community. Mrs. Wilcox mentioned that some of the items they will continue to carry are those collections that customers have requested. Mr. Wilcox said he believes the exterior will also be going through an update. He's been working mostly with Bethany Souza, the building owner. K. Coltrin said the community will be very pleased to see this area of the Square updated.

Motion by W. Read to recommend the revolving loan application to City Council, second by H. Patel. Ayes: C. McGowan, W. Read, H. Patel, and Vice Chairman Buckley. Nays: none. Absentees: Chair R. Francois. Abstentions: none. Motion carried.

## 2. Project Activity Report – March 2020

G. Anderson provided a verbal update: he said the Old Courthouse project, which had been presented to City Council, is moving forward with various elements. The next step is preparing the application for historic tax credits with the Federal Government, which is due in August. Total budget is in the \$6.0 million range, which the credits could be around \$3.0 million. The City is also in the process of selecting potential tenants, which will assist in the renovation plans.

The shell for the Chipotle & T-Mobile is almost complete; then on to the interior build-out. Antioch Pizza is open and they will be mailing out coupons to residents for a free pizza. The steel framing is being constructed for the 20,000 square foot building that will be occupied by Kishwaukee Brewing, just off McConnell Road. They are a production brewery that will include an outdoor beer garden. They are using the Enterprise Zone. K. Coltrin said they hope to be open sometime this summer.

Woodstock Square Apartments are awaiting a few approvals. They are hoping to break ground next week. Oliver's Bar & Grill was open for about one week before they had to close due to the pandemic.

Commissioner Read asked if the City has an idea of the impact the pandemic has caused. G. Anderson said they have received calls; however, numbers are not yet available. The City and County are surveying local businesses. Mr. Anderson said the City was just informed that Indepth Graphics has closed. Kunes Country is getting their permitting in for their \$3.0 million remodel and expansion project.

G. Hahne said the City has remained proactive in their approach; he's been contacting and talking with national franchises, who are surprised that Woodstock is calling them at this time. His feedback has been very positive with developers, investors, and retailers alike. They want to know what gaps they can fill and what spaces are available. K. Coltrin believes some of the businesses will recover now that the curbside shopping is available, but the City may not know the full impact until late summer/early fall.

Mr. Anderson said the City Council approved the small business loan program, which consists of \$5,000 per approved establishment. As of this date, the City had received fifty-six applications, 33 were services, 3 manufacturers, 13 bars & restaurants, and 7 retailers. The City budgeted for one hundred of these loans. Mr. Anderson opined, these loans are acting as a bridge loan until the businesses can get other financial support. The City is doing their best to assist the businesses going forward. Commissioner Read gave props to the City overall in helping where they can and for all the work they've done. Vice Chairman Buckley said he agreed with that statement. K. Coltrin said we've heard of local businesses that have changed their business model and they started making masks during the pandemic. Ms. Coltrin asked Commissioners to share similar stories with her if they hear of anything. Commissioner Read said Tom Dougherty, owner of Facets (Studio 2015), started making pizzas for first responders. He agreed that we need to share those feel-good stories to keep people optimistic. G. Anderson said if you're

aware of facilities in need, please let us know so that the City can look into this further in the hopes of getting resources to them.

**COMMISSION COMMENTS / UPDATES:** none.

**ADJOURNMENT:**

Motion by W. Read, second by H. Patel, to adjourn this meeting. Ayes: C. McGowan, W. Read, Henry Patel, and Vice Chairman J. Buckley. Nays: none. Absentees: Chair R. Francois. Abstentions: none. Motion carried. Special Meeting adjourned at 9:12 AM. The next regular meeting is scheduled for Thursday, June 4, 2020 at 8:00 AM.

Respectfully submitted,

Jane Howie, Chief Deputy City Clerk

**MINUTES**  
**WOODSTOCK PLAN COMMISSION**  
**June 25, 2020**  
**City Council Chambers**  
**Woodstock City Hall**

The regular meeting of the Woodstock Plan Commission was called to order at 7:00 PM on Thursday, June 25, 2020, by Chairman Cody Sheriff. In accordance with the Governor's Emergency Declaration, the meeting was held remotely with Plan Commission members participating from remote locations. Chairman Sheriff explained the processes and procedures for the meeting and how the public can ask questions and make comments.

A roll call was taken.

**COMMISSION MEMBERS ATTENDING REMOTELY:** Arturo Flores, Don Fortin, Steve Gavers, Robert Horrell, Doreen Paluch, Jackie Speciale and Chairman Cody Sheriff.

**COMMISSION MEMBERS ABSENT:** Donna Besler and Erich Thurow.

**STAFF ATTENDING REMOTELY:** Building and Zoning Department Director/Staff Liaison Joe Napolitano and City Planner Darrell Moore.

**OTHERS ATTENDING REMOTELY:** City Attorney TJ Clifton.

**APPROVAL OF AGENDA**

Motion by Paluch, second by Horrell to approve the meeting agenda.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

**APPROVAL OF MINUTES**

Motion by Paluch, second by Fortin, to approve the February 20, 2020 Special Plan Commission Meeting Minutes as amended: Page 1, change "regular" meeting to "special" meeting and delete the first paragraph under Approval of Minutes.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

**1. PUBLIC COMMENTS**

There were no comments forthcoming from the public.

**2. OLD BUSINESS**

**a) Continuation of Public Hearing – Zoning Text Amendments Relating to Various Sections of the Unified Development Ordinance**

Chairman Sheriff stated the Staff has requested this item be continued until the July 23, 2020 Regular Plan Commission meeting.

Motion by Paluch, second by Horrell, to continue this Public Hearing to the next regular Plan Commission meeting on July 23, 2020.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

### 3. NEW BUSINESS

#### a) Public Hearing – Sign Variation to allow a Second Free-Standing Sign at 746 Washington Street

Motion by Paluch, second by Horrell, to open the Public Hearing.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

Joseph Flowers, Petitioner, was sworn in.

Mr. Flowers explained that he owns the auto repair business at 746 Washington Street. He would like to put up a sign just north of the Red Dot Storage sign, with his business name and phone number. It would be the same size sign as the Red Dot sign.

Commissioner Fortin asked if the existing Red Dot sign would be moved. Mr. Flowers said no, his proposed sign would be located right next to it. Commissioner Fortin noted that the difficulty is that this is the only access to the business and there are multiple uses that don't have frontage to advertise.

Commissioner Speciale thanked the petitioner for moving into Woodstock. She asked if he was aware that he was not able to put up a sign when he decided to locate here. Mr. Flowers responded that he did not. Commissioner Speciale asked about the other businesses in his building. Mr. Flowers said the other users are using the spaces more for storage and don't really need to advertise.

Commissioner Gavers asked if the units in the building were condos. Mr. Flowers responded that yes, they were, but he is renting 3 spaces. Commissioner Gavers noted how this building is setback far from the street and people need to be made aware of the businesses back there. He supported the request.

Commissioner Horrell asked how many units there were in the building. Mr. Flowers responded that there are eight. Commissioner Horrell noted that there is a potential for five additional businesses to want signage. He stated that a directory sign would be more appropriate. Modifications to the sign graphics could be made to better fit on a directory sign.

Commissioner Flores had no questions, but agreed with Commissioner Horrell's comments.

Commissioner Gavers asked for clarification regarding the allowable size of a directory sign. City Planner Moore indicated that the existing Red Dot sign is as big as it can be, given the setback from the street. A directory sign is allowed to have an additional 10% of the allowable square footage, or 1.2 sf., which is not a lot. Signs can get bigger the farther they are setback from the street. The complication is that the proposed sign is on a different parcel than the owner's business and Red Dot would need to be consulted.

Commissioner Horrell discussed various options for a directory sign, noting that a variance could be approved for a larger directory sign. He suggested that Red Dot be contacted to see if they were amenable to putting up a new directory sign.

Mr. Flowers stated he has been in touch with Red Dot representatives and they are willing to work with him, to possibly move the sign back from the street in order to increase the size. Commissioner Gavers noted that there are trees that could block the view if the sign is further setback from the street. It was noted that those trees are on Red Dot property and could be removed.

Director Napolitano reviewed the UDO requirements for Directory Signs at the 2-foot, 5-foot, 10-foot, 15-foot and 20-foot setbacks. The height limitations were also discussed. Commissioner Horrell indicated that with a 5-foot setback, it appears that they could have an appropriate-sized sign. City Planner Moore noted that if the request is changed, a new public hearing would be required.

Chairman Sheriff noted that the Commission should focus on what was presented tonight in order to move this item along.

Commissioner Paluch acknowledged the difficulty of the site and indicated that there is definitely the need for proper identification. It was clarified that the variation requested was for an additional sign and it could be interpreted that a different variation could be considered a lesser amount. She supported a directory sign, potentially larger than would normally be allowed, so that other businesses could have room for identifying their business.

Chairman Sheriff noted that a directory sign is the best way to proceed. He could not support the request as proposed.

Commissioner Horrell stated that looking at a directory sign would be a lesser request. Could the hearing be continued and the petitioner work with Staff to develop an appropriate directory sign that could be considered by the Commission.

Commissioner Paluch asked for clarification regarding setback and sign size. It was noted that at a 5-foot setback, the sign could be 14 sf. plus 10% for each tenant. There is ample room to fit in a larger directory sign.

Commissioner Gavers asked if the current regulations limit the number of users on a directory sign. Director Napolitano read the regulations. One freestanding directory sign is permitted and each tenant could have their name on that directory sign. However, a primary user could have a larger area devoted to their business with lesser users having a smaller area.

Motion by Horrell, second by Paluch, to continue this Public Hearing to the next regular Plan Commission meeting on July 23, 2020.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

**b) Public Hearing – Special Use Permit to allow a Cannabis-Related Business (Craft Grower, Processor, Infuser and Transporter) on Lot 13, Duncan Place, in the Cold Headers Business Park, VISE Partners, LLC**

A roll call vote was taken to establish a quorum for the Public Hearing.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

Jeffrey Gasner, Petitioner; Ed Farrell, Security Consultant; and Nick Easley, Consultant, were sworn in.

Mr. Gasner reviewed his business background. He started a franchise system, CPR Cell Phone Repair company about 20 years ago and grew it to 21 countries and 850 stores. He sold the business last October and started taking classes and certifications to learn about cannabis. After contacting several consultants, he put together a team to form VISE Partners, and provided background on his team members. They have filed an application with the State for a Cannabis Craft Growers license, which also includes processing, infusion and transporting. Mr. Gasner stressed the community benefits, which is important to his company. He indicated that he is from Huntley, Illinois. He said that the Village of Huntley decided not to allow cannabis-related businesses so he looked for sites in Woodstock. He stressed the importance of a partnership with the City and pledged 2-1/2 percent of profits would be donated back to community causes.

The proposed site is 3.7 acres and would allow for future expansion. He believes the Subject Property is well-suited to accommodate the needs of this proposed business. The proposed building would be 39,200 sf. in size, with the majority devoted to growing operations, very similar to a greenhouse. Also, there would be several environmental benefits to the proposed building. The goal is to use local labor in the construction of the facility.

Office and administrative functions would be at the front of the building, facing Duncan Place. Shipping/Receiving would be at the northwest corner of the building. Access to the site would be from a new driveway on Duncan Place. Although they have shown 81 parking spaces on their site plan to meet zoning code requirements, their needs will be much less. Typically, there would be 20 employees on a shift and the jobs to be created are generally higher paying. The business would be open generally 8 am to 5 pm, but cleaning would occur after hours and security would be round the clock. Mr. Gasner briefly described some of the security features proposed for the facility, including cameras, scanners and lighting.

Mr. Easley provided information about the cultivation aspects of the proposed facility. The larger areas indicated on the floor plan are modules and would be used for growing plants, very similar to a greenhouse. Additional modules can easily be added onto the structure to expand in the future. The roof is designed to allow natural light into the facility. Fans would be placed on both ends of these modules to facilitate air flow through the building. The building is designed specifically for this use, it is not a retrofit, so issues like odor and security can be adequately addressed. They will use sustainable methods for growing and recycle water to reduce waste. Lighting is minimal and would not emit from the facility. They strive to be good neighbors.

Mr. Farrell emphasized that they are proactive and work to prevent theft or loss, rather than being reactionary. They will work with the City's Police Department, and state regulators to improve and enhance safety. The site will have multiple security layers to limit access. Everything takes place inside the building so it is difficult for outsiders to identify the activities occurring in the building.

Mr. Gasner described the VISE Partners business plan. They want to go from seed to market and be a vertically-integrated company. In addition to the Craft Growing license, they have applied for dispensary licenses, but not at this location. He showed some of the products that they would be developing at the facility. Mr. Easley indicated

that he has built over 40 acres of similar facilities. He noted that infusing makes up over 60% of cannabis products and this facility would be fully integrated to grow, extract, infuse, package and transport product. Trucks used to transport product have to go through a security fence and gate, and are loaded inside the building. Waste goes to special facilities designed to handle cannabis waste and is also loaded inside the building. They are designing the building for the long term, with the eventuality that cannabis will be legal on a Federal level. The state will be approving 40 such licenses later this summer and they are confident that they have put together a great application and will be selected.

Chairman Sheriff opened the floor to questions from the Commission.

Commissioner Speciale asked if they would be selling cannabis at the facility or have a consumption room. Mr. Easley indicated that the license they applied for with the state is for a Craft Grower, with Infusing, Processing and Transporting. There would be no sales at this facility, only production. For a dispensary license, a separate application and license are required. They have applied for dispensary licenses at other locations, but not here. She asked about the area designated for future expansion indicated on the site plan. Mr. Easley indicated that this would be for future development, but only if they are granted a license, and more importantly, if there is demand. For now, they are only doing the maximum allowed for craft growing, 14,000 sf. Commissioner Speciale noted that other communities have different spacing requirements for Craft Growers and Cultivation Centers.

Commissioner Speciale asked for further information on the proposed fencing and lighting. Mr. Easley described the proposed fence for the facility, noting that it would be chain link and have barbed wire along the top. With the barbed wire the height would be approximately 10 feet. Exterior lighting would be provided mainly for security purposes in the parking lot. Interior lighting would not be seen from the outside.

Commissioner Speciale asked about signage. Mr. Easley noted that the state has requirements, but they are primarily for interior signs. There would be no sign advertising the business. She noted that in other towns, the 2,500-foot separation requirement is only for cultivation centers. There is no limitation on craft growers. She is in support of waiving this requirement and also allowing a reduced number of parking spaces for the use.

Commissioner Gavers indicated that he had questions about parking lot lighting and the 12-hour cycle of lighting, but these have been addressed. He asked about the projected build time for the facility. Mr. Easley noted that they expect the state to award licenses in mid-August. Build-out is generally dependent on the jurisdiction, but site prep work takes one to three months, with the buildout occurring in six to nine months. The building is like a "Butler" building and there are modules that can be added for expansion.

Commissioner Horrell expressed concern about the security lighting and the potential effects on neighboring residential property. He asked if the fence would be around the entire facility. Mr. Easley responded that it would. He noted that there would not be lighting on the fence, it would be on the building. They would meet ordinance requirements, which typically require cut-offs to prevent light spillage off the property.

Commissioner Horrell asked about environmental considerations, such as water usage, waste and odor. Mr. Easley indicated that they have industrial waste water, which is captured, bubbled and evaporated into a sludge that is properly disposed. They use organic practices, but cannot call themselves organic because that is a federal term. Water will be recycled and used several times before the ph level becomes too high. Regarding odor control, there is a vapor barrier on the fans that captures odors from the growing areas and that turns into industrial waste. Other smells are generated from the commercial kitchen and carbon scrubbers are used to capture those odors. Commissioner Horrell asked what the neighbors would smell. Mr. Easley replied they should smell nothing. He referenced a cluster of five facilities in California and noted there had never been a complaint about odors.

Commissioner Horrell asked about noise, especially from the exhaust fans. Mr. Easley stated that the fans have

louvers and generally operate more in summer. The fans are within typical decibel levels that will meet local codes.

Commissioner Horrell questioned the Security Plan submitted with the application. He noted that it was dated January of 2019 and wondered if it was still valid. Mr. Easley noted that it complies with state regulations. Mr. Farrell stated that the plan will be up-to-date. They reevaluate their security plan every quarter to stay current and will meet and likely exceed the state requirements. Commissioner Horrell asked if AR-15s would be deployed on the site as indicated in the security plan. Mr. Farrell noted that is an available option, but it is not planned.

Commissioner Flores stated that he had no additional questions.

Commissioner Paluch thanked the petitioner for their informative presentation and said her questions had been answered.

Chairman Sheriff also indicated that their presentation was very informative. His only comment was if the petitioner would be amenable to planting additional trees along McConnell Road and along the property line to the east. He indicated that evergreen trees would be preferable because they provide year-round screening. Mr. Easley stated that he is open to adding additional evergreen trees in these areas.

Chairman Sheriff asked if anyone from the public had questions about the request.

Linda McMahon, 1002 Heron Way, thanked the Commission member for their questions. She indicated that she is their neighbor to the north. She is concerned about the lighting level and how it would impact their property. She is concerned that this will be lit up like a used car lot. Mr. Farrell stated that they follow guidelines to reduce light pollution and can direct light in certain directions to minimize light and glare. She asked why the parking lot is close to the residences. Mr. Easley noted that the parking was laid out after the building design. The building has to face north-south to capture the most amount of sunlight.

Ms. McMahon asked about the height and style of the fence. Mr. Easley stated that it would be 8' chain link, with plastic slats, and strands on top. He noted that in his experience, there have been very few instances of crime at cultivation facilities. The buildings are non-descript and people generally do not know they are there.

Ms. McMahon asked about the fans, which she did not know about until the presentation. She is concerned about noise. Mr. Easley indicated that there are louvers and they have a mesh system to prevent light coming through the fans and the mesh does a great job of suppressing noise. They typically cycle on during the peak part of the day, but infrequently at night. They will meet or exceed the requirements for noise.

There were no more questions from the public, so Chairman Sheriff asked if Staff had any comments. Director Napolitano indicated that the cannabis regulations were evolving. The City maintained the distance requirement it had in place for medical cultivation centers, but this is pretty restrictive. At the time, we knew that this was an evolving industry and that the regulations would likely need to be changed to address issues as they arose. He stated that text amendments would be brought to the Commission next month to bring the City's regulations in line with industry needs while still protecting the City's interests.

Commissioner Speciale asked for confirmation about the fence height. Mr. Farrell confirmed the total height was 10 feet, consisting of an 8-foot fence topped with 2 feet of barbed wire.

Ms. McMahon stated that she does not have a problem with this business. Her concern was that the only persons who were notified were those that had to be notified. She wished the entire subdivision was notified.

There were no other comments from the public so the public comment portion of the hearing was closed.

Commissioners generally expressed their thanks to the petitioner for a presentation that was professional and informative and for considering Woodstock for this facility.

Motion by Commissioner Horrell, seconded by Commissioner Paluch to recommend that the City Council approve the petitioner's request for a Special Use Permit to allow a Cannabis Craft Grower, with Cannabis Infusion, Processing and Transporting on Lot 13, Duncan Place, subject to the following conditions:

- 1) 40 parking spaces (1 per 1,000 sf.) shall be provided.
- 2) The applicant and City Staff shall work with the Woodstock Fire/Rescue District to address any concerns they may have relating to the site layout and building.
- 3) The supplemental use requirement that no Cannabis Craft Grower shall 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 shall be waived.
- 4) A chain link fence, topped with barbed wire as needed, to a maximum of 10 feet shall be allowed, but additional evergreen landscaping shall be provided along the north and east property lines to reduce the visual impacts of the fence and help with any potential noise from the exhaust fans.
- 5) Final landscaping plans, building elevations and site lighting shall be reviewed by Staff for conformance with UDO requirements as part of the Project Review process when application for building permits are submitted, and additional evergreen trees shall be incorporated along the north and east property lines.

With the above conditions, the request meets the approval criteria listed in Section 4.4.7 of the Unified Development Ordinance, in accordance with the findings included in the Staff Report.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and E. Thurow. Motion carried 7 - 0.

c) **Public Hearing – Zoning Map Amendment from B3 to M1 and Special Use Permit to allow a Cannabis-Related Business (Craft Grower, Processor, Infuser and Transporter) at 1411 S. Eastwood Drive, SLI, LLC**

A roll call vote was taken to establish a quorum for the Public Hearing.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

Joseph Ori, Petitioner, and John Taylor, Consultant, were sworn in.

Mr. Ori noted that the previous presentation provided an excellent background on the craft-growing requirements. Their operation proposed for 1411 S. Eastwood Drive will have many of the same characteristics described by the previous petitioner. Mr. Ori noted that he is an Illinois resident and practicing attorney. He is a part owner of the property and currently owns a cannabis-growing operation in Michigan. The property is rented out to Mr. Summers for the mini-golf/recreation facility. He indicated that the business was struggling and this was a good time to consider re-use of the site for a cannabis facility. The existing mini-golf course, batting cages and go-kart track would be removed to construct a one-story, 30,000 sf. brick- and metal-sided building to cultivate, infuse, process and transport cannabis. The majority of space in the building would be devoted to growing operations, and there

would be office and administrative functions at the southwest corner of the building. The existing building on the site would be reused for offices and could potentially be used in the future as a “provisioning center.” Parking for 34 vehicles is shown, with an additional 5 spaces indicated at the front of the existing building. Security procedures and protocols will comply with State requirements. Mr. Ori stated that they would run a top-notch operation and offer quality products.

Chairman Sheriff opened the floor to questions from the Commission.

Commissioner Fortin had no comments.

Commissioner Speciale asked about deliveries and what types of trucks are used. Mr. Ori noted that small trucks would be used for the operation. Most would be mini-van type vehicles.

Commissioner Speciale asked what a “future provisioning center” means. Mr. Ori replied that the building in front is planned for administrative offices for the business. However, it makes sense that in the future, this could be a logical location for a provisioning business. It is not essential, but it would be a good location. There is plenty of parking on the site. A separate special use permit would be required if they choose to seek a dispensary on the site.

Mr. Ori noted that the facility would be a new building. This would not be a greenhouse like the last proposal, but a freestanding industrial building. They are able to use many of the environmental practices that were described in the previous proposal.

Commissioner Gavers asked Staff if the petitioner received approval, would they need to come back to the Commission for the building and landscaping approval. Mr. Napolitano responded that no, they would need to apply for a building permit and plans would be reviewed by Staff to meet Project Review Guidelines. As part of the review tonight, the Commission can add conditions to the approval for items they would like to see as part of the final development.

Commission Gavers wished the best for Mr. Summers. He noted that if rezoned to M1, the subject property would be next to other M1-zoned property and he has concerns.

Commissioner Horrell expressed concerns about the proposed rezoning due to the shape of the parcel and the location of the existing detention pond. He was not in favor of losing commercial zoning along Route 47. Mr. Ori noted that the existing building in front would be used for commercial offices and the growing operation would be towards the back. He asked the petitioner if they were aware of the Route 47 expansion plans and expressed doubt that they would get the two access points that are being requested. He also expressed concern about potential back-ups onto Route 47 if a gate restricting access is provided to limit access to the site.

Commissioner Flores indicated that he had no questions.

Commissioner Paluch also expressed concerns about the proposed M1 zoning. She asked if the petitioner would consider leaving a portion of the front of the site as it is currently zoned, B3, and rezone the rear portion of the site to M1. Mr. Ori indicated that he is open to that suggestion and would be willing to amend his petition to that effect.

Mr. Napolitano confirmed that a dispensary is allowed as a special use in the B3 district. Attorney Clifton stated that since the request is less than what was requested in the petition, they can reduce the amount of land requested for M1 zoning.

Commissioner Paluch said that if the front portion remains B3, the petitioner can still proceed with what they are requesting for the property and the commercial-zoned corridor along Route 47 would remain intact. Commissioners

were in general agreement with this approach and did not think this would have a detrimental effect on the area.

Chairman Sheriff opened the floor to public questions and comments. There were none.

Commissioner Paluch disclosed that Ron Summers was once a client of hers regarding this property, but she did not believe there was any conflict and wanted to make that publicly known.

Commissioner Fortin discussed working with the neighbor to the north regarding access. Director Napolitano indicated that the Route 47 expansion plans encourage cross access between neighboring properties. Most of the improved Route 47 would have a center median preventing left turns, but the improvement plans show this area as a full intersection, opposite of Southview Drive, with the ability to turn left off of Eastwood Drive onto these properties. Staff believes it is appropriate to work together with the adjoining property owners and IDOT to see if there is the opportunity to improve this intersection as part of the redevelopment.

Commissioner Horrell stated that given this information, it is critical that the petitioner decide what they plan on doing for security fencing and gating. Mr. Ori responded that they had not considered fencing the property. They do not believe it is required as part of their application. All of the product being created will be in a vault, in accordance with the State requirements. They will use 150+ security cameras and two security firms to plan for security. If they have to put up a fence, they will ensure the safety of the public and the integrity of the site. Commissioner Horrell asked if the Special Use is approved, is the Commission approving the physical aspects of the site plan. Director Napolitano responded that the approval is typically granted in substantial accordance with the plans submitted. This allows for minor adjustments to be made if the project moves forward, but major changes would need to go back to the Plan Commission.

Commissioner Paluch stated that fencing, security, and the like, it is not the Commission's intention to require something more than the State requires. She is putting her trust in the state requirements. Commissioner Horrell agreed. It was discussed that the type of building construction may influence the need for a fence. The previous request was for a greenhouse-type facility, while this request is for more of an industrial-type building.

Commissioner Speciale asked about the rezoning for the front portion of the property. How will this be accomplished? Chairman Sheriff stated that the Commission can approve the rezoning for a portion of the site. The Commissioners discussed where the line between the B3 and M1 should occur. It was agreed that the B3 zoning should include the front building with the remainder being rezoned M1. Mr. Ori was in general agreement, but was concerned about creating new parcels and PIN numbers. Commissioner Paluch stated that creating new parcels was not necessary, just a line of delineation. Director Napolitano indicated that the distance from the front property line to the rear of the existing building is approximately 105 feet. The motion could be to rezone the subject property to M1, with the exception of the west 110 feet of the parcel. Commissioners agreed with this proposal. Mr. Ori also expressed his agreement. He noted that he is an owner of the property and even if they do not receive a license in the future for provisioning, they want to use the existing building as the headquarters for their company, since they are all from the area.

There were no additional comments or questions from Commissioners.

Director Napolitano read into the record a letter dated June 16, 2020, received from Charles Ruth of Alliance Contractors, 1166 Lake Avenue, Woodstock, IL. The letter reads, "Dear Sir, as an adjacent property owner we acknowledge receipt of notice requesting changing 1411 S. Eastwood from B3 to M1 zoning. Our adjacent properties have both zonings. For the most part, they are vacant land, construction and warehouse buildings and some small office properties. However, properties that are in the vicinity but not adjacent include a bowling alley, hotel facility, restaurant and bar. I cannot in good faith protest the zoning changes because in itself the request is consistent with the surrounding area. It may be outside your authority matrix but I hope the city fathers will

carefully consider the wisdom of placing a cannabis business at this location. Thank you.”

Commissioners discussed whether to make separate motions for the two requests, or to combine both into a single motion. Commissioner Paluch indicated if the special use permit was not recommended for approval, she did not support the zoning map amendment. Chairman Sheriff indicated that should not be the deciding factor for approving a zoning map amendment. Attorney Clifton confirmed that both could be acted on in a single motion

Motion by Commissioner Paluch, seconded by Commissioner Gavers to recommend that the City Council approve the petitioner’s request for a Zoning Map Amendment from B3 Service and Retail District to M1 Limited Manufacturing District, for the Subject Property, except for the west 110 feet of the parcel, and to approve a Special Use Permit to allow a Cannabis Craft Grower, with Cannabis Infusion, Processing and Transporting at 1411 S. Eastwood Drive, subject to the following conditions:

- 1) The existing access point to the site shall be utilized and no additional access to IL Route 47 shall be allowed. The applicant and City Staff should work with the property owner to the north to determine if a single, shared access to both sites, opposite of Southview Drive to facilitate safer turning movements in this area, can be developed.
- 2) A cross access easement shall be dedicated at the southwest part of the site to facilitate the potential future cross access to the adjacent Popeye’s Chicken site to the south.
- 3) Vehicular access to the northwest corner of the building should be reconfigured or the interior building layout should be modified so that vehicles utilizing this area of the site have adequate area to safely maneuver and turn around.
- 4) Parking spaces proposed on the south side of the site shall have a setback of no less than three feet.
- 5) 39 parking spaces, as proposed, shall be provided.
- 6) The applicant and City Staff shall work with the Woodstock Fire/Rescue District to address any concerns they may have relating to the site layout and building.
- 7) The supplemental use requirement that no Cannabis Craft Grower shall 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 shall be waived.
- 8) Final landscaping plans, building elevations and site lighting shall be reviewed by Staff for conformance with UDO requirements as part of the Project Review process when application for building permits are submitted.

With the above conditions, the request meets the approval criteria listed in Sections 4.3.7 and 4.4.7 of the Unified Development Ordinance, in accordance with the findings included in the Staff Report.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and E. Thurow. Motion carried 7 - 0.

#### **4. DISCUSSION**

Mr. Napolitano informed the Commission that City Hall would be reopening on Monday. He noted that Walmart will be making \$700,000 in modifications to the existing facility. A new grocery store is looking at property across from Walmart on Lake Avenue. Mr. Napolitano stated a car wash developer has expressed interest in the Jiffy Lube/Car Wash building on Catalpa Lane and is doing their due diligence.

The conceptual BP development plan has not yet appeared before City Council and there has been no contact from the owner. The Thornton's project is likely dead as they indicated they will be focusing on other opportunities in the Chicagoland area.

Chairman Sheriff asked if IDOT was moving forward with Route 47. Director Napolitano noted that land acquisition has started. Staff is anxious to start looking at plans to determine impacts on parking for businesses.

Commissioner Gavers asked about the former Quality Inn on Catalpa Lane. Director Napolitano stated that it was recently purchased and they are refreshing the interior of the hotel.

Engineering approval was granted for the Cedarhurst facility and they may begin moving dirt by the end of July.

## **5. ADJOURN**

Motion by Paluch, second by Speciale, to adjourn this regular meeting of the Plan Commission to the next regular meeting at 7:00 PM on Thursday, July 23, 2020 in the Council Chambers.

A roll call vote was taken.

Ayes: Flores, Fortin, Gavers, Horrell, Paluch, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Besler and Thurow. Motion carried.

The meeting was adjourned at 10:07 PM.

Respectfully submitted.

Joseph Napolitano  
Building and Zoning Director

**MINUTES**  
**WOODSTOCK PLAN COMMISSION**  
**July 23, 2020**  
**City Council Chambers**  
**Woodstock City Hall**

A regular meeting of the Woodstock Plan Commission was called to order at 7:00 PM on Thursday, July 23, 2020, by Chairman Cody Sheriff in the Council Chambers at Woodstock City Hall. This meeting of the Plan Commission was held under the Governor's Emergency Declaration with some members attending remotely and those attending at City Hall observing social distancing.

A roll call was taken.

**PLAN COMMISSION MEMBERS PRESENT IN THE COUNCIL CHAMBERS:** Chairman Cody Sheriff

**PLAN COMMISSION MEMBERS PRESENT ATTENDING REMOTELY:** Donna Besler, David Casner, Arturo Flores, Don Fortin, Steve Gavers, Robert Horrell and Doreen Paluch

**PLAN COMMISSION MEMBERS ABSENT:** Jackie Speciale.

**STAFF PRESENT IN THE COUNCIL CHAMBERS:** Building and Zoning Director Joe Napolitano and City Planner Darrell Moore

**STAFF ATTENDING REMOTELY:** City Attorney TJ Clifton.

**OTHERS ATTENDING REMOTELY:** City Clerk Cindy Smiley.

**APPROVAL OF AGENDA**

Chairman Sheriff noted the request to amend the agenda by moving Old Business Item 2b to New Business as Item 3c also concerns text amendments.

Motion by Paluch, second by Horrell, to approve the Agenda as amended.

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.

**APPROVAL OF MINUTES**

Motion by Paluch, second by Fortin, to approve the minutes of the June 25, 2020 Plan Commission Meeting as presented.

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.

**1. PUBLIC COMMENTS**

There were no comments forthcoming from the public.

**2. OLD BUSINESS**

**a) Continued Public Hearing – Sign Variation to allow a Second Free-Standing Sign at 740 Washington Street.**

Chairman Sheriff stated Staff's recommendation is to continue this item to the next Plan Commission meeting.

Motion by Paluch, second by Horrell, to continue Item 2a) to the next regular Plan Commission meeting on Thursday, August 27, 2020.

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.

### **3. NEW BUSINESS**

#### **a) Public Hearing – Sign Variation to Allow an Additional Illuminated Wall at the Northwest Corner of Lake Avenue and American Way, Kensington Development Partners.**

A roll call was taken to confirm a quorum.

**PLAN COMMISSION MEMBERS PRESENT IN THE COUNCIL CHAMBERS:** Chairman Cody Sheriff.

**PLAN COMMISSION MEMBERS PRESENT ATTENDING REMOTELY:** Donna Besler, David Casner, Arturo Flores, Don Fortin, Steve Gavers, Robert Horrell and Doreen Paluch

**PLAN COMMISSION MEMBERS ABSENT:** Jackie Speciale.

Chairman Sheriff confirmed the presence of a quorum and that all notices were appropriately sent and posted.

The Public Hearing was opened at 7:12 PM.

Chairman Sheriff stated this is a Public Hearing to consider a sign variation to allow an additional illuminated wall sign for the new Aldi store at the Northwest Corner of Lake Avenue and American Way at the request of Kensington Development Partners.

Petitioners Dan Rea and John Schoditsch were sworn in by City Attorney TJ Clifton.

Mr. Rea noted they are proposing three signs for the building and are asking for a variation for the sign on the North side opining it is needed so that southbound traffic on Lake Avenue can identify the business.

Mr. Schoditsch stated they don't know what will be developed to the north, so that is why this sign is requested. They made a promise to corporate Aldi to place a sign at this location to help drive southbound traffic to the store, noting it is needed in order for the project to move forward.

The floor was open to Commission questions.

There were no questions forthcoming from Commissioners Besler, Flores, Horrell, Paluch, and Casner.

In response to a question from Commissioner Fortin, Mr. Rea noted the pylon sign is within Code requirements, at 7'- 4" in height and 6' – 2" in width. Commissioner Fortin stated he did not see the hardship, opining the pylon sign accomplishes what they are seeking with the variation. He noted perhaps the proposed sign could be requested at a later date should development occur on that side of the store. Mr. Rea noted the original monument sign was much larger, 78 sf., noting they chose to shrink it instead of seeking a variance for that sign. He stated he feels strongly there is a need for a sign on the west side of the building.

Commissioner Gavers supported Commissioner Fortin's comments, opining future development could affect the view of the proposed sign depending on the setback.

Mr. Rea stated Aldi's approval is very specific on signage and the developer had to agree to this proposed signage, noting if it is not approved the development could be at risk.

There being no further questions, Chairman Sheriff opened the floor to the public. There were no questions.

Chairman Sheriff asked the Commission for comments.

There were no comments forthcoming from Commissioners Besler, Flores, Fortin or Casner.

Commissioner Gavers stated this is a gateway to the City and if there are ways of sprucing it up he would be supportive.

Commissioner Horrell indicated that without the requested signage people could be almost past the store before seeing any signage to know there is an Aldi store. He opined this is a hardship and the sign would help with visibility, stating he is in favor of allowing the variation.

Commissioner Paluch expressed her support for the opportunity to create situations where businesses can be easily identified. She stated she does not believe there is a difficulty or hardship in this circumstance at this time, however. She stated the petitioner has stated they are asking for the variation at this time to deal with a future matter, opining if there is such a circumstance in the future there would be an opportunity to seek signage. She stated she does not believe the variation can be granted at this time.

Chairman Sheriff stated he does not see an issue with granting the variation based on the location. He noted that in his experience, corporate entities like Aldi dictate the flow of things, especially signage. For this site, where it is located, being on a corner lot he indicated there is a particular hardship. Approving the sign would not negatively impact the community character or have an adverse effect.

Commissioner Paluch asked if Chairman Sheriff's statement was that corporate requirements are one influencing factor in his determination and why is a corporate petitioner treated any differently than any other petitioner. Chairman Sheriff replied no, he was making a comment that he is familiar with the process that companies like Aldi have to go through, but clarified that the location of the site and the sight line issue is a hardship. Commissioner Paluch opined corporate concerns should not be a factor and such a request should not be treated differently than any other petitioner's request. She indicated that they did not meet the standards for variations.

Commissioner Horrell agreed with Commissioner Paluch's statement about corporate concerns, but stated he feels the potential hardship is the fact that people driving southbound would not have enough opportunity to turn into the store without this signage. In response to his question as to why the monument sign was reduced, the petitioners stated they wished to stay within the ordinance in order to have two variance requests rather than three. Commissioner Horrell likened this request to that of Starbucks, opining this sign will make this a safer situation.

Commissioner Paluch opined this situation is different than that of Starbucks, because there is cubage that separates the left turn lane and without the sign, you could go past the opportunity to turn. She indicated there is ample opportunity to decide to turn into the store with the appropriate ground signage. She stated she would be in favor of larger ground signs, but does not feel the current situation warrants a hardship to allow this variation.

Chairman Sheriff asked for Staff comments.

Mr. Moore noted that the Plan Commission has supported similar sign variations and that is why the petitioner was encouraged to present this request. Potentially, changes to the ordinance were needed.

Chairman Sheriff opened the floor to Public Comment.

Dave Piersall was sworn in by City Attorney TJ Clifton.

Mr. Piersall expressed comments relating to the City's current regulations concerning banners.

Commissioner Horrell raised a point of order, noting the current discussion centers around the Aldi sign request. Mr. Piersall stated he had no comments regarding that topic.

There were no other public comments forthcoming.

Motion by Paluch, second by Horrell, to not recommend approval of the requested variation to allow for the placement of a permanent illuminated wall sign up to 75 feet square in the area on a side wall.

Mr. Schoditsch asked if the monument sign could be discussed. Chairman Sheriff stated that the motion on the floor should be addressed. Commissioner Horrell withdrew his second on the motion to see if the petitioner had any additional comments. Commissioner Paluch withdrew her original motion and reminded the Commission that at the previous meeting, there was discussion to modify a sign variation request if it was a lesser amount than originally requested.

Mr. Schoditsch expressed concern that there may be a different commission if they wait for development of the adjacent parcel. He stated Aldi might be amenable to going back to a larger ground sign and eliminating the third wall sign. Chairman Sheriff stated the Commission should focus on what was being requested this evening. Commissioner Paluch disagreed and asked Staff if the variation for the original ground sign would be greater than the wall sign variation that is being requested. Mr. Moore stated this is comparing apples to oranges. City Attorney Clifton opined that discussion would be different in that it is an entirely different sign.

Commissioner Paluch asked staff about what is allowable for a ground sign and what was presented by the petitioner, and if staff had information on the size and percentage difference. Chairman Sheriff indicated that he did not see the relevance in this and pressed the Commission to move forward. The request before the Commission was for a third wall sign and not for a larger freestanding sign. Mr. Schoditsch indicated that they would like the Commission to vote on the third wall sign and they can work with Staff on a different ground sign if that does not pass. City Attorney Clifton noted that a motion should be made in the positive, but the vote can be negative.

Motion by Casner, second by Gavers, to recommend approval of a variation to allow for the placement of a permanent illuminated wall sign up to 75 square feet in area on a side wall, which neither contains an architecturally-emphasized public entrance nor abuts a public street at the Northwest corner of Lake Avenue and American Way, Kensington Development Partners the basis for the motion being that the request meets the approval criteria for a variation as identified in the Staff Report.

A roll call vote was taken. Ayes: Besler, Flores, Fortin, Gavers and Chairman Sheriff. Nays: Horrell and Paluch. Abstentions: Casner. Absentees: Speciale. Motion carried.

The Public Hearing was closed at 7:58 PM.

**b) Public Hearing – Special Use Permit to allow a Cannabis-Related Business (Craft Grower, Processor, Infuser, and Transporter) on Lots 11 and 12 in the proposed Airway Industrial Park Subdivision, 1100 Borden Lane, MGC Assett LLC.**

Commissioner Steve Gavers recused himself and left the proceedings at 8:00 PM.

A roll call was taken to confirm a quorum.

**PLAN COMMISSION MEMBERS PRESENT IN THE COUNCIL CHAMBERS:** Chairman Cody Sheriff

**PLAN COMMISSION MEMBERS PRESENT ATTENDING REMOTELY:** Donna Besler, David Casner, Arturo Flores, Don Fortin, Robert Horrell, and Doreen Paluch

**PLAN COMMISSION MEMBERS ABSENT:** Jackie Speciale and Steve Gavers

Chairman Sheriff confirmed the presence of a quorum and that all notices were appropriately sent and posted.

The Public Hearing was opened at 8:02 PM.

Chairman Sheriff stated this is a Public Hearing to consider a special use permit to allow a Cannabis-Related Business (craft grower, processor, infuser, and transporter) on Lots 11 and 12 in the proposed Airway Industrial Park Subdivision, 1100 Borden Lane, MGC Assett, LLC.

Petitioners Greg Kuhlman and Thomas Varvaro and their representative Attorney Joseph Gottemoller were sworn in by City Attorney TJ Clifton

Noting this project is to be located in the proposed Airway Industrial Park, Mr. Gottemoller stated that this subdivision would have to be final platted and recorded before any lot could be developed. He stated the petitioners are requesting a Special Use Permit for a cannabis craft grower, processor, infuser, and transporter on two of the lots in the subdivision. He provided a site location map and reviewed the characteristics of the property, indicating where the business would be located with respect to the nearest residential property. The City requirement is 2,500 feet away and they are approximately 1,800 feet away and across the Union Pacific RR tracks. Mr. Gottemoller stated the petitioners are in general agreement with the conditions listed in the Staff Report.

Dr. Kuhlman stated he has been a physician with a pain management clinic in Crystal Lake for 15 years, noting he is a great advocate for medical marijuana. He stated this has reduced the dependence on opioids a great deal, opining there is a great need for this within the state.

Dr. Kuhlman noted they took a great deal of time searching for a location for their business that would meet both state and local guidelines. He stated it is difficult to find such a property within Woodstock that is more than 2,500 feet away from a residence, noting the state requirement is 1,500 feet. Dr. Kuhlman noted they will start growing at 5,000 sf of canopy space, opining the state will likely increase this due to the lack of cannabis available. He provided information on what will take place in the various segments of the building and about the security plan, which meets all state requirements. He also provided information on the equipment and filtration in the building, stating there will be no smell. He stated they will landscape in front of the fences, noting they wish to make sure the facility looks good as well as is secure.

Chairman Sheriff opened the floor to Commission questions.

There were no questions forthcoming from Commissioners Besler, Flores, Casner, and Chairman Sheriff.

In response to a question from Commissioner Fortin, the petitioners provided information on the state application process, noting its delayed due to COVID-19. Mr. Napolitano stated there are 40 state licenses available for the entire state, noting Woodstock has three for potential approval.

In response to questions from Commissioner Horrell, Mr. Gottemoller stated the facility will tie into City utilities and will have a detention area. Dr. Kuhlman provide information on water usage and discharge, stating they will recycle and reuse their water. In response to a question from Commissioner Paluch, he confirmed no wastewater will be diverted to stormwater detention.

Mr. Gottemoller stated the petitioners are in general agreement with the conditions as recommended in the Staff Report and believe they can meet those conditions.

Chairman Sheriff opened the floor to Public Comments. None were forthcoming.

Chairman Sheriff opened the floor for Commission discussion.

Noting this area has wetlands and a resources conservation area to the north, Commissioner Horrell stated the ordinance requires a Natural Resources Inventory (NRI), which he does not see as part of the submission. In response, Mr. Gottemoller stated he believed one was completed for the Plat of Subdivision for the industrial park. Mr. Napolitano stated Staff has been unable to locate an NRI and many other files on the original subdivision. He opined if the process were followed that would have been one of the requirements and assumes one was done.

In response to a question from Commissioner Horrell, Mr. Napolitano stated the final plat will have to be recorded and this will require approval by the City and recording to move forward. Commissioner Paluch opined final plat approval should be included as one of the conditions.

There were no further comments forthcoming from Commissioners Besler, Flores, Fortin or Casner.

Commissioner Paluch expressed support of the Special Use Permit and of the project combined with final plat approval as it will bring business to the City and may lead to further development in this area. She thanked the petitioners and wished them the best of luck.

Chairman Sheriff expressed support of the request with the addition of Final Plat approval as a condition. He opined all criteria have been met.

Motion by Paluch, second by Fortin, to recommend approval of a Special Use Permit to allow a Cannabis Craft Grower, with Cannabis Infusion, Processing and Transporting on property located on Lots 11 and 12 in the proposed Airway Industrial Park Subdivision, 1100 Borden Lane, MGC Assett, LLC, in substantial conformance with the plans submitted and subject to the following conditions:

- 1) A minimum 19 parking spaces shall be provided.
- 2) The applicant and City Staff shall work with the Woodstock Fire/Rescue District to address any concerns they may have relating to the site layout building.
- 3) The supplemental use requirement that No Cannabis Craft Grower shall 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 any area zoned for residential use shall be waived.
- 4) A chain link fence, topped with barbed wire, having a maximum height of 10 feet shall be allowed, but additional landscaping in the front yard shall be provided to reduce the visual impacts of said fence.

- 5) Final landscaping plans, building elevations, and site lighting shall be reviewed by Staff for conformance with UDO requirements as part of the Project Review process when application for building permits are submitted.
- 6) Approval of Final Plat and installation of all required public improvements.

Commissioner Paluch noted this request meets the approval criteria listed in Section 4.4.7 of the Unified Development Ordinance, in accordance with the findings included in the Staff Report

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

The Public Hearing was closed at 8:28 PM.

Commissioner Gavers rejoined the proceedings at 8:29 PM.

Commissioner Paluch recommended that Staff look into modifying the text of the UDO to include information on the principals in a matter involving an LLC and also to enlarge the signs posted on the site.

### **2.b) Continued Public Hearing – Zoning Text Amendments Relating to Various Sections of the Unified Development Ordinance**

### **3.c) Public Hearing – Zoning Text Amendments Relating to Various Sections of the Unified Development Ordinance**

A roll call was taken to confirm a quorum.

**PLAN COMMISSION MEMBERS PRESENT IN THE COUNCIL CHAMBERS:** Chairman Cody Sheriff

**PLAN COMMISSION MEMBERS PRESENT ATTENDING REMOTELY:** Donna Besler, David Casner, Steve Gavers, Arturo Flores, Don Fortin, Robert Horrell and Doreen Paluch

**PLAN COMMISSION MEMBERS ABSENT:** Jackie Speciale

Chairman Sheriff confirmed the presence of a quorum and that all notices were appropriately sent and posted.

The Public Hearing was opened at 8:32 PM.

Mr. Napolitano noted the additional changes that were made to the PUD section based on the previous discussion, stating he will bring these back for final discussion at a subsequent meeting.

Motion by D. Paluch, second by R. Horrell to continue the Public Hearing on Item 2b) Zoning Text Amendments Related to the PUD and Preliminary/Final Plat, to the next regularly scheduled Plan Commission meeting on Thursday, August 27, 2020.

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

### **Temporary Signage and Outdoor Display of Vehicles and Equipment**

Mr. Napolitano provided information on the text amendments concerning temporary outdoor displays. He noted that this was previously discussed in February of this year, but expressed concern that although notices were sent

to several businesses, none showed up at that meeting. He reached out again and noted that he received a letter from one owner and one owner is present this evening.

Mr. Napolitano stated the topic is outdoor display and sale of vehicles and equipment, stating there have been businesses who have been displaying products outside on the grass, some bring them in at the end of the day, some do not. His question for the Commission is should the regulations be changed to allow display on the grass. Mr. Napolitano reviewed the Commission's previous discussions and read a letter from the owner of Woodstock Power Sports requesting to display during the day and move the items off the grass at night. The letter cited the location of the front door of the business, and its lack of and the expense of signage as reasons for the request.

Dave Piersall, owner of Lake Marine & RV, stated that much of the storage at his facility has been moved to the former location on Lake Avenue. He moved some of the unsightly things to get them out of view so that the site looks presentable.

He opined the current regulations regarding display signage and display of equipment make it very difficult to attract people to his business, noting the public thinks they only provide service and storage. He stated he does not wish to have his profits and all of the money he has spent on this business to be "throttled" because he cannot properly display on the grass. Mr. Piersall opined the taxes generated by his business and the money he has put into the property have benefited the community. He also expressed agreement and support of Woodstock Power Sports' letter.

Mr. Piersall stated he has maxed out what he can place on a sign, but opined a big boat will get people's attention and bring in more tax money for the City and more businesses to Woodstock. He opined this corner looks better than ever since the location of his business and Casey's, opining this has played a role in attracting other businesses.

He talked about what is allowed in other communities that he must compete with and suggested allowing a yearly permit with a maximum number of banners and the display of merchandise. He opined the current two banners allowed per year is inadequate.

Mr. Piersall stated the City must be more flexible to help businesses stay in Illinois and to attract new businesses, opining the current ordinance works against this.

Commissioner Paluch thanked Mr. Piersall for his investment in his community. She noted her previous comments regarding a yearly permit for temporary signs.

In response to a question from Commissioner Horrell, Mr. Napolitano clarified the current ordinance, stating it allows two temporary signs up to four times per year with a total timeframe of 60 days.

Commissioner Horrell noted his previous concerns regarding vehicles allowed to park off paved areas and noted some vehicles are parked perilously close to the curb, which also concerns him. He expressed his wish that the businesses could accommodate putting the vehicles and equipment out during the day and bring them in during the night. Concerning maintenance, Commissioner Horrell suggested exploring requiring a bond.

Chairman Sheriff supported the idea of a bond to make sure the right of way is well kept. Commissioner Paluch concurred.

Noting the previous discussion had much to do with the business on the corner, Commissioner Fortin opined that is the extreme in terms of cooperation and enforcement. He stated that situation compared to other businesses is like comparing apples to oranges. Commissioner Fortin agreed that corner is a potential safety hazard and is unsightly to have at Woodstock's gateway. In response to his question, Mr. Napolitano stated that business is not in

compliance with permits. Commissioner Fortin opined it is difficult to draw the line between the right-of-way and where it is a distraction vs. the benefit to the business.

Mr. Piersall stated he pays to have his lawn mowed. He noted there is a large ditch between where he displays his vehicles and the pavement. He expressed his wish to display boats, noting it would be difficult to move them in every evening.

Chairman Sheriff noted the area used by Kunes at the corner is state right-of-way, so the City has no jurisdiction over this. He stated he does have an issue with the banners, stating he would not have a problem allowing them with proper permitting. Chairman Sheriff stated he does not have an issue with display of equipment as long as it is well kept and brought in at night.

Commissioner Gavers talked about beautification. He asked how these issues will be policed when Staff already has a full plate. Mr. Napolitano stated the challenge is to come up with ordinances that are fair and consistent with all uses, noting there are large boats that would be difficult to move in and out, and small equipment that would be easy. He stated it would be difficult to use Staff time to go out every day to make sure things are being moved in.

Discussion followed of the various roadways and easements. Mr. Napolitano noted Bull Valley Ford is right up to the road with their paved area while Kunes has over a hundred feet of grassy area.

In response to a question from Commissioner Horrell, Mr. Napolitano confirmed this discussion concerns vehicles off of paved areas not banner requirements. Commissioner Horrell suggested Staff draft language that talks about parking vehicles off of paved areas incorporating a setback requirement and maximum square footage in which equipment or vehicles could be parked as long as they are brought in at night. He stated he would not expect Staff to police this every day but rather focus on repeat offenders, opining this could also be addressed in a text amendment.

Opining what is being discussed does not address Mr. Piersall's or Woodstock Power Equipment's concerns, it was suggested Staff meet with Mr. Piersall and, if necessary, develop some pertinent modification to the UDO that could be discussed and considered at a future meeting. Mr. Napolitano noted he previously met with some of the owners who expressed many of the things heard this evening and presented various alternatives to them.

Noting Staff alternatives were previously voted on, Commissioner Horrell opined that additional investigation would not be productive unless something productive could be achieved by revisiting this with the businesses.

Mr. Napolitano stated he could not find another community that allows display of vehicles or equipment on the grass. He stated Staff could look into setback requirements and/or a maximum square footage requirements if the Commission wishes, or, if the Commission feels this should not be allowed at all, the current text should stand.

Chairman Sheriff polled the Commission to determine if they would like Staff to look into possible setback or maximum square footage requirements.

Commissioner Besler – Yes. She stated she would be more inclined to revisit this issue if more businesses stepped up. She stated because this is a state right of way, this causes problems. She opined the City does not have the manpower to police this, noting the Rt. 47 expansion will change the right of way.

Commissioner Flores – Yes.

Commissioner Fortin – No. He opined the fact that Mr. Napolitano cannot find another community which allows this convinces him it is not a good idea as a result of the damage done by parking the vehicles on the grass.

Commissioner Gavers opined everyone has to be vigilant. He further opined if the City could get common verbiage on setbacks this might be a possibility and we should continue working on it.

Commissioner Horrell initially discussed options to consider for allowing this, but after further consideration, he stated he is against allowing vehicles to park on the grass.

Commissioner Paluch stated she is not only concerned with the location of the vehicles and safety issues but also the ownership of the property in question. Noting many of the vehicles have been removed, she stated it looks much better, opining this is a testament of why the ordinance should stay as is. She stated her feeling if there is to be any display of vehicles, it should be on property owned or rented by the individual or business displaying the vehicles. She opined Staff should meet with Mr. Piersall to determine if any modifications are needed to address his concerns without looking at the Kunes situation as that business does not own the property.

Commissioner Casner expressed concern about damage to the ground and leakage of fluids at the Kunes location. He opined there is an argument to be made for Mr. Piersall's concerns, expressing understanding for his position.

Chairman Sheriff stated he would support keeping things as is unless Mr. Napolitano feels changes should be made.

Mr. Napolitano stated he could look at other options, opining perhaps there is a way to increase allowable signage. He noted it seems the Commission wishes to keep the regulations the way they are, but noted he still would meet with individual business owners to see if he could help make their business more visible.

Opining boats and signage go hand-in-hand, Mr. Piersall volunteered to involve other businesses in the process.

A brief discussion followed concerning enforcement. Mr. Piersall suggested looking at communities in Wisconsin, since they are his direct competitor.

#### Cannabis Business Establishments

Mr. Napolitano discussed various issues regarding the cannabis industry and that things are moving forward quickly necessitating a further review of the UDO language.

Discussion turned to the number of Cannabis Business Establishments allowed. 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 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 also noted that specific parking requirements for cannabis businesses have been developed. A chart comparing the requirements of other communities was presented and it was noted that the market will drive the number of dispensaries as additional state licenses are granted.

Commissioner Besler agreed with the proposed changes.

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.

Commissioner Horrell opined limiting the number of dispensaries at two does not preclude more from applying. He supported keeping the text at two dispensaries and changing the others as suggested. 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 special use approval.

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: J. Speciale. Motion carried.

Temporary Uses: Mobiles Food Truck Vendors

Mr. Napolitano explained the City Council recently discussed food trucks because of an increase in applications due to the COVID-19 pandemic. He explained there are currently two sets of requirements for food trucks, one in the UDO for food trucks on private property and one in the City Code for food trucks on public property. He noted Council has asked for more consistent language.

Noting Staff agrees with Council's comments, he stated the recommendation is to move the language out of the UDO and include any language regarding food trucks on private property in the City Code, noting this will streamline the process and make it more consistent.

Chairman Sheriff opened the floor to Commission questions.

In response to a question from Commissioner Flores, City Attorney Clifton opined he is not mandated to recuse himself from this discussion as he does not have a financial interest in a food truck which would cloud his judgement, but noted the Commissioner must make this call.

Commissioner Paluch expressed agreement with Staff's recommendation. She opined, whether on public or private property, the adjoining property owner should agree with the proposed use.

Commissioner Besler expressed agreement with Staff's recommendation.

Commissioner Flores had no comment.

In response to a question from Commissioner Fortin, Mr. Napolitano provided information on the various fee structures which have been discussed, noting they are not considering an annual fee, but rather per event. Mr. Napolitano provided information on background checks, noting this primarily applies to ice cream vendors because they are mobile. He stated Staff is looking at differentiating between food trucks and ice cream vendors, probably not requiring background checks for food trucks.

In response to a question from Commissioner Gavers, Mr. Napolitano stated special events will be treated differently and be managed by the Office of the City Manager. He stated if a food truck is brought in on private property, it should be placed on a paved surface.

Commissioner Horrell expressed support of Staff's recommendation. In response to a question from Commissioner Horrell concerning food trucks in residential neighborhoods, Mr. Napolitano stated they are not generally allowed in residential areas unless part of a special event.

Discussion turned to restaurant notification. Mr. Napolitano stated as of now consent must be given by a restaurant within 150 ft. of a food truck, noting this is under discussion. Commissioner Horrell supported keeping this requirement, but stated he does not have strong feelings about notification of neighbors or nearby property owners.

Commissioner Paluch opined if a food truck is brought in to promote a business, there is a need to inform other neighboring business owners that may be affected. She also advocated for notification of other businesses in the area if there are any closures, as well as the location of a food truck.

Commissioner Casner expressed support of Staff's recommendation.

Chairman Sheriff opened the floor to Public Comment. There were no comments forthcoming.

Motion by Horrell, second by Paluch, to accept the text changes as proposed in the Staff Report with the direction to Staff to consider the issue of notification to adjacent business owners and directing Staff to work to include that suggestion into the City Code.

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

The Public Hearing was closed at 10:1 2PM.

#### **4. DISCUSSION**

Commissioner Horrell commended Mr. Napolitano and Staff for their work on the text changes, opining their recommendations have been good.

Chairman Sheriff noted Commissioner Thurow has resigned and welcomed Commissioner Casner to the Commission.

Commissioner Casner thanked everyone for the welcome and stated he is looking forward to working with everyone representing the City of Woodstock.

#### **5. ADJOURN**

Motion by Paluch, second by Gavers, to adjourn this meeting of the Plan Commission to the next regular meeting at 7:00 PM on Thursday, August 27, 2020 in the Council Chambers. Ayes: Besler, Flores, Fortin, Gavers, Horrell, Paluch, Casner and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Speciale. Motion carried.

The meeting was adjourned at 10:16 PM.

Respectfully submitted.

Cindy Smiley,  
City Clerk

## MINUTES OF THE WOODSTOCK OPERA HOUSE

### ADVISORY COMMISSION

Tuesday, August 18, 2020

The meeting of the Advisory Commission of the City of Woodstock was called to order at 4:39 pm by Keith Johnson on Tuesday, August 18, 2020 by Zoom Meeting. A roll call was taken.

- I. **Call to Order Those present on the Zoom call were:** Keith Johnson, Lynne Kreisman, Anthony Houston, John Puzzo, Judith Svalander, Opera House Director Daniel Campbell, and Roger Zawacki. Paul Rausch joined the meeting at 4:55 p.m. due to technical difficulties.

**Absent:** Michael Levitan

II. **Approval of Minutes**

John Puzzo motioned to approve the minutes, Judith Svalander seconded. A roll-call was taken with all ayes.

The Tuesday, February 18, 2020 meeting minutes were approved.

III. **COMMUNICATIONS**

A. **Committee Chair Report – Keith Johnson**

Off Square Music has cancelled all Open Mic events at Stage Left Café (SLC) through the end of September with the board taking future events at SLC into consideration based on the progress of COVID-19. Off Square has instead been hosting Sunday night concerts at the Park in the Square for the months of August and September. Attendance continues to grow ranging from 70 to 100 people at each performance.

B. **Member Reports**

1. **Lynne Kreisman – Woodstock Fine Arts Association** Creative Living programs for March & April were cancelled. The new season of Creative Living for 2020-2021 has been suspended pending the further development of the COVID-19 Pandemic.
2. **John Puzzo – Friends of the Opera House** has voted to cover up to \$12,000 in funding for the purchase of video equipment at the Opera House for recording events and live streaming of programs. Friends are taking a new direction by launching a Sponsorship Program as a way to fundraise for the Opera House. This will dramatically change the way they raise money on an annual basis.
3. **Judith Svalander – Judith Svalander Dance Theatre (JSDT)** expressed strong support for the Friends of the Opera House Video donation. The Summer Dance Workshop was fantastic with a six-week course culminating in three performances at the Opera House in early August. Each show was limited to 50 audience members with social distancing applied to audience seating and facemasks worn by both the audience and the dancers. JSDT is currently working on creating a one-hour abridged version of the Nutcracker for presentation in December.
4. **Roger Zawacki – Theatre 121** has been dormant since March after completing only two weeks of performances of Matilda the Musical. The Board met last week and determined that they would not pursue regular productions through the end of 2020. Current plans are for a three-show season starting the last week of February 2021 with a two-character show of “The Last Five Years” followed in April by a three-character show “The Complete Works of Shakespeare Abridged” and back to a full musical production of “Urinetown” in June. There is also potential for a virtual program in late 2020 for presentation online.

2020 Advisory Meeting dates: Jan. 21, Feb. 18, Mar. 17, May 19, Aug. 18, Sept. 15, Oct. 20 and Nov.17

5. **Anthony Houston – Member at Large** Potts and Pans has assumed producing the annual Jazz Festival which will take place at the Park in the Square this Saturday (August 22, 2020) and will include four musical acts in the morning in conjunction with the Farmers Market and one evening act at 7:00 PM.
  6. **Paul Rausch – Member at Large** expressed his appreciation for the presentation of the Annual City Band concerts in July and early August. Paul inquired about the Lighting of the Square and plans for that event. Director Campbell said that City staff had met on Monday to discuss options to present to City Council, with the possibility of a mixed virtual/live structure. Paul offered his services to assist with vocal music for the event.
- C. **Managing Director Report - Daniel Campbell** requested that his report be combined with the COVID-19 Update listed under New Business on the agenda.

#### IV. OLD BUSINESS

- A. **Cancelled Meetings** – Members were asked about any questions or concerns regarding the cancellation of meetings for March and May due to the COVID-19 Pandemic. There were no comments made.

#### V. NEW BUSINESS

- A. COVID-19 Updates – Director Campbell
  - a. The Opera House closed to the public on March 16<sup>th</sup> and employees were sent home by order of the Governor on March 21<sup>st</sup>.
  - b. Part-time and Limited Part-time staff were furloughed beginning May 1<sup>st</sup> which was in conjunction with the City's new budget year. Full-time and select part-time staff were kept on to perform work remotely or with very limited access to the facility.
  - c. Non-furloughed employees returned to the Opera House the first week of June under Illinois' phase three response to the pandemic and the marketing assistant was brought back in the third week of July. All other employees will likely remain furloughed for an extended period of time until the Opera House can resume normal production schedules.
  - d. All events for Mid-March through July were cancelled with refunds issued. Several additional Opera House produced programs were rescheduled to 2021.
  - e. Opera House was partially reopened in August for scheduled events only, including the Dance Workshop by the Judith Svalander Dance Theatre. Currently all other programs through early December have been cancelled or rescheduled.
  - f. Opera House staff engaged in several projects inside the building during shutdown including repainting of the ground floor lobby, the build out of a new closet from area reclaimed from the old stage service shaft (done with the generous assistance of John Puzzo), removal and reinstallation of the café display cabinets from the Café to the Opera House lobby, and reconstruction of the Sound/Lighting control area in the theatre.
  - g. Discussed future plans for use of the café as primarily a performance venue space and the remodeling of the Community Room to be an updated rental space for parties, receptions and meetings as well as continuing use as an arts display area.
  - h. Shared the successful results of the delayed City Band concerts in July/early August with limited staff and a great deal of planning and support by the City Band members.
  - i. Plans for the purchase of new video equipment for live-streaming and recording of events was shared. \$6,000 worth of equipment has already been purchased including cameras, mounts, and a video switcher. Additional funds will be spent for a computer and software to process video as well as an additional portable camcorder and all of the accessories and cabling required to install the equipment. Friends of the Opera House have pledged up to \$12,000 to help fund the project.

B. Meeting Schedule

- a. Discussion was had regarding maintaining the planned schedule of meetings for the remainder of 2020.
- b. It was decided that the commission would meet as planned for September, October and November and that an offer would be extended to the Mayor to attend the meeting in October.
- c. Director Campbell encouraged members to reach out to the Chair to add to future agendas any items that they deemed were important to the Commission.

The next meeting: September 15, 2020

Motion to adjourn. Paul Rausch motioned and John Puzzo seconded. A roll-call was taken with all ayes.

Meeting adjourned 5:40 pm.

Respectfully submitted,  
Daniel Campbell - Director



City of  
**WOODSTOCK**

Information Technology Department  
Dan McElmeel  
Information Technology Director

121 W. Calhoun Street  
Woodstock, Illinois 60098  
(815) 338-4300 Ex. 11124  
[www.woodstockil.gov](http://www.woodstockil.gov)

## Memo

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

**From:** Paul Christensen, Assistant City Manager/Finance Director  
Dan McElmeel, Information Technology Director

**Date:** September 9, 2020

**Re:** Laserfiche/Civic Contactless Open Enrollment Project

---

In July 2018, City Council approved the purchase of the Laserfiche Avante software suite from TKB Associates. Some specific features were purchased to provide additional functionality to enhance various City processes. These features include:

**Document Management** is software that provides the following functionality:

- Capture – Ability to scan any documents and pull information from these forms
- Database Storage – Database storage of scanned forms and related data for long-term retention
- Search & Retrieve – Indexing, full text searching, and retrieval of collected data.

**Laserfiche Forms** is a web-form software that makes it easy to digitally capture, route, and approve forms. The software allows the City to quickly build forms that can be submitted and routed for review.

**Laserfiche Workflows** is a powerful business processes automation software that promotes continuous productivity with rule-based routing, email notifications, activity monitoring, and built-in reporting.

Since the Laserfiche purchase, the goal for City staff has been to identify methods in which to implement and improve processes in all City departments. Several implementations of the forms and repository functions are currently being used. For example, the internal paperless invoice system and public-facing forms are being used by businesses to submit their information, such as quarterly hotel/motel tax collections, motor fuel tax forms and single-use bag fees until these fees were suspended by the City Council.

Since the start of the COVID-19 pandemic, the City has been presented with several challenges providing services to businesses and residents. Using Laserfiche, City staff has been able to implement an online process where residents are able to purchase Garbage and/or Yard Waste stickers online,

which provides a safe and contactless environment for both residents and staff. Additionally, City staff has determined that the upcoming open enrollment process would benefit from a contactless approach in order to provide an additional layer of safety for the City’s workforce.

Currently, the open enrollment process has been an in-person/hands-on experience. Human Resources staff print physical copies of the employee’s current benefits, indicating the various options and selections that can be changed for the upcoming calendar year. The physical sheets are then provided to the employees who attend the open enrollment presentations, or are provided to them the following day by their supervisors. Employees have approximately two weeks to review the information, update their benefit selections and return the completed forms to Human Resources. Once received, the forms are reviewed and verified several times by HR staff to make sure that the requested changes are correct and complete. After all verifications are completed, HR staff manually enters the requested changes into the City’s various service providers’ websites. Finally, prior to the first payroll of the new year, the benefit selections are then entered by Finance staff to update the employees’ deductions.

Staff has reached out to our current vendor for Laserfiche, TKB Associates, and Civic Systems (the City’s Financial Software company) to determine the viability of migrating this to an automated and contactless process. After initial discussions with both vendors, it was agreed that it was possible to create an automated and contactless process. This new process allows for a personalized link to be sent via email to the employees to complete their benefit selections. Once completed, HR staff receives their completed forms for review. Once all approvals have been completed, the data will be transferred directly into the vendors’ websites to reflect changes as determined by each employee. Finally, prior to the first payroll of the new year, all data that was submitted will automatically be transferred into the payroll system to update deductions for the employees. Besides the benefits of creating a safer contactless process, this enhancement will also save significant staff time since open enrollment data will not need to be entered into the vendors’ websites or the City’s Financial System, but instead will automatically be transmitted to the appropriate systems.

Based on the aforementioned meetings and the outlined process, City staff then requested quotes from each vendor on their share of the approximate cost to design, program and implement the process into the City’s existing system. Below is the outline of that cost:

Vendor	Hourly Charge	Total Hours	Total
Civic Systems, LLC	\$ 175.00	55	\$ 9,625.00
TKB Associates	\$ 140.00	80	\$11,200.00
<b>Total</b>			<b>\$20,825.00</b>

In the FY20/21 General Corporate – CIP Fund Budget, the City allocated \$7,000 for Laserfiche-based projects that was earmarked to purchase a new server to support this new process along with other additional processes that the City has already implemented. Therefore, the majority of the cost of the open enrollment contactless process represents an unbudgeted expense. However, since this proposed enhancement would be a result of the COVID-19 emergency, the City Administration believes the costs for this project will likely qualify for CURE grant funds.

**Recommendation:**

**Therefore, if City Council is supportive of this unbudgeted project, then a motion would be in order to direct the City Administration to move forward with authorizing the contractual services provided by Civic Systems for the amount of \$9,625 and TKB Associates for an amount of \$11,200, along with any other necessary expenses, not to exceed \$5,000 to design, program and implement a contactless open enrollment process.**



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager

September 15, 2020 City Council Meeting  
City Manager's Report (164b)



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

**FOR:** September 15, 2020 City Council Meeting

**TO:** Roscoe Stelford, City Manager

**FROM:** Darrell Moore, City Planner

**SUBJECT:** Ordinance Approving Sign Variations for 11601 Catalpa Lane

**ATTACHMENTS:** 1) Application for variation  
2) Staff Report to the Plan Commission  
3) Ordinance Approving Sign Variations at 11601 Catalpa Lane

The petitioner is requesting variations from UDO Section 13.8.2 (Permanent Ground Signs) to allow a permanent illuminated ground sign set back two feet from US Route 14 at 100 square feet in area and 18 feet in height, located at 11601 Catalpa Lane.

This property fronts both Catalpa Lane and US Route 14 and currently has a ground sign on each frontage. The petitioner proposes to replace the rear sign (facing US Route 14) with a sign that is taller, larger, and closer to the property line. Based on the property's zoning (B3PUD) and width (188'), as well as the sign type (directory), the UDO allows a sign with a two-foot setback to be 33 square feet in area and 12 feet in height.

A public hearing was held August 27, 2020 before the Plan Commission. At the hearing, the petitioner testified that the business is easily overlooked mostly due to the very wide US Route 14 right-of-way. The distance between the property line and the nearest lane of travel is more than 50 feet. The petitioner expressed that this separation from the road (as traveled) justifies a larger and taller sign similar to other nearby signs along US Route 14. It was further stated that the lack of visibility likely contributed to the previous car wash business failing.

The Plan Commission generally agreed that visibility is an issue for the business, but held a diversity of opinions as to whether the requested variations were appropriate. Those against stated that the sign was too big and not in keeping with the character of the area. Additionally, it was expressed that this property was a gateway to Woodstock, making its appearance more important for the community. Those in favor asserted that the proposed sign was appropriate because of the visibility issues and the similarly-sized signs in the area. A recent variation for Studio 2015 for a larger sign was also put forward as support for the variations.

A motion to approve the variations with a condition that additional landscaping be added to the base of the sign was **approved by a 5-3 vote**.

If the City Council concurs, then it is recommended that Council adopt the attached Ordinance, identified as Document #:   1  , “*An Ordinance Granting Variations from Section 13.8.2 (Permanent Ground Signs) to Allow a Permanent Ground Sign up to 100 Square Feet in Area and 18 feet in Height at 11601 Catalpa Lane.*”



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager

**CITY OF WOODSTOCK**

**APPLICATION FOR A SIGN VARIATION  
To the Plan Commission or Historic Preservation Commission:**

1. Common address of the property 11601 Catalpa Lane, Woodstock, IL 60098
2. Name of business for which the variation is sought SWRE Woodstock, LLC
3. Applicant (name and mailing address of applicant)  
SWRE Woodstock, LLC  
11601 Catalpa Lane, Woodstock, IL 60098
4. Owner of property (legal name and mailing address of the property owners)  
SWRE Woodstock, LLC  
11601 Catalpa Lane, Woodstock, IL 60098

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. State the ordinance requirement and the proposed request.

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

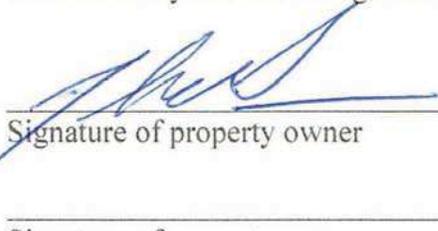
Variation Request - New 10' x 10' pylon sign along Route 14 with top of sign at 18 feet.

6. State in detail the reasons for the requested variation(s). Attach additional pages if needed.

See attachment.

**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:

 8/14/2020 SWRE Woodstock, LLC,  
by John A. Puntillo, Manager  
\_\_\_\_\_  
Signature of property owner Date Print name of property owner

\_\_\_\_\_  
Signature of property owner Date Print name of property owner

\_\_\_\_\_  
Signature of applicant Date Print name of applicant  
If different than property owner

\_\_\_\_\_  
Signature of applicant Date Print name of applicant



## 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, 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 languished due to specific site conditions and disengaged ownership. Swift Wash is experienced in turning around closed and poor-performing car wash locations with a focused, hands-on approach. Swift Wash is requesting the sign variation below that is critically important to the future success of the site.

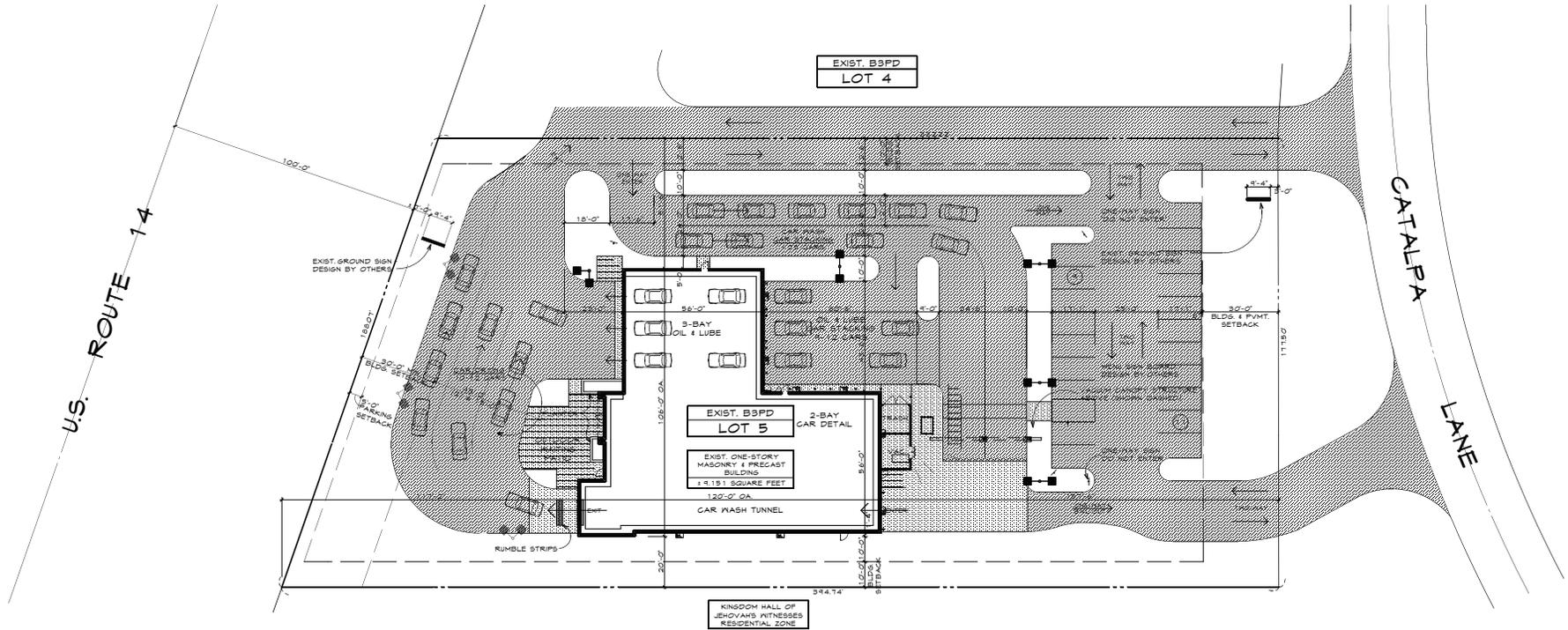
#### **1. Increased signage size along Route 14**

A significant part of the car wash and oil change service business is attracting customers with visible, appealing signage. The property currently has poor visibility along Route 14 as a result of a large setback of approximately 100 feet and a speed limit of 55 MPH, both items that are likely greater than what was 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 Signage
- Exhibit VI - Proposed Landscaping Plan
- Exhibit VII - Survey

**EXHIBIT I – EXISTING SITE PLAN**



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

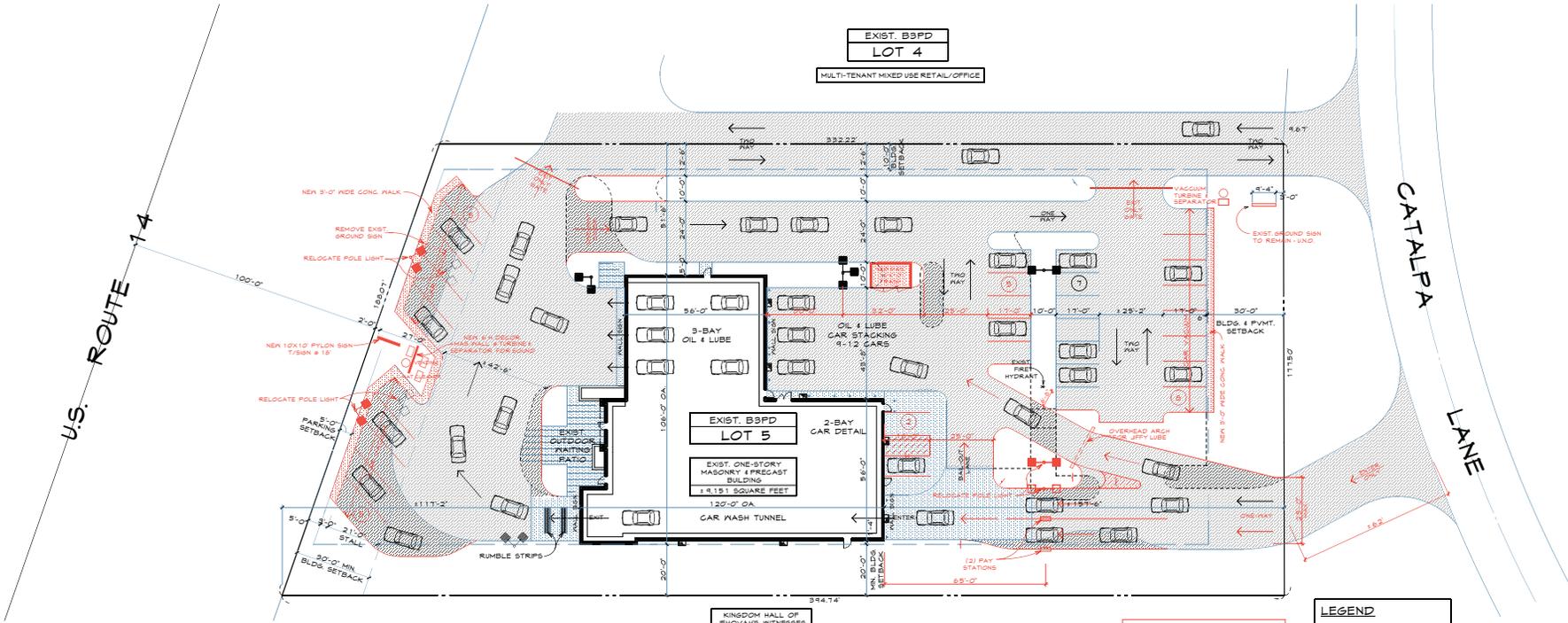
• SITE INFO TAKEN FROM "ALTA/NSPS LAND TITLE SURVEY" DATED JUNE 10, 2020 AS PREPARED BY VANDERSTAPPEN LAND SURVEYING, INC., LICENSED ILLINOIS LAND SURVEYOR  
 • DO NOT SCALE DRAWINGS. USE ONLY FIGURED DIMENSIONS, AND FIELD VERIFY BLUES TO ANY BIDDING AND/OR WORK!

**site/building data**

<u>ZONING DISTRICT AND USE</u> .....	B3PD (EXIST.)
<u>SITE AREA</u> .....	(1.419 ACRES) ..... 164,427 SQUARE FEET
<u>BUILDING AREA</u> .....	
CAR WASH/OIL LUBE.....	19,151 SQUARE FEET
<u>DENSITY</u> .....	(BUILDING AREA/SITE AREA) ..... 11.42 %
<u>PARKING REQUIRED</u> .....	
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
<u>PARKING PROVIDED</u> .....	
HANDICAP (16'-0" X 14'-0").....	1 SPACES
OTHER (9'-0" X 14'-0").....	14 SPACES
TOTAL PARKING PROVIDED.....	20 SPACES
<u>STACKING PROVIDED</u> .....	
CAR WASH ENTRANCE.....	23 CARS
OIL LUBE.....	9-12 CARS

PROJECT NO. - 229-4	REVISION:	DATE:	DESCRIPTION:
DATE: 24 JUL 20	24 JUL 20	24 JUL 20	ZBA REVIEW
DRAWN: BRP/LAF			
CONTENTS: EXIST. SITE PLAN • EXIST. 5/97/BUILDING DATA			

**EXHIBIT II – PROPOSED SITE PLAN**



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

• SITE INFO. TAKEN FROM "ALTA/NBPS 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 18' PARKING SPACES  
 (18) 10' N. X 18' VAGUON SPACES

**LEGEND**

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

PROJECT NO.	REVISION	DATE	DESCRIPTION
2094		24 JUL 20	ZSA REVIEW
			BRP/LAF

CONTENTS: PROPOSED SITE PLAN

**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**

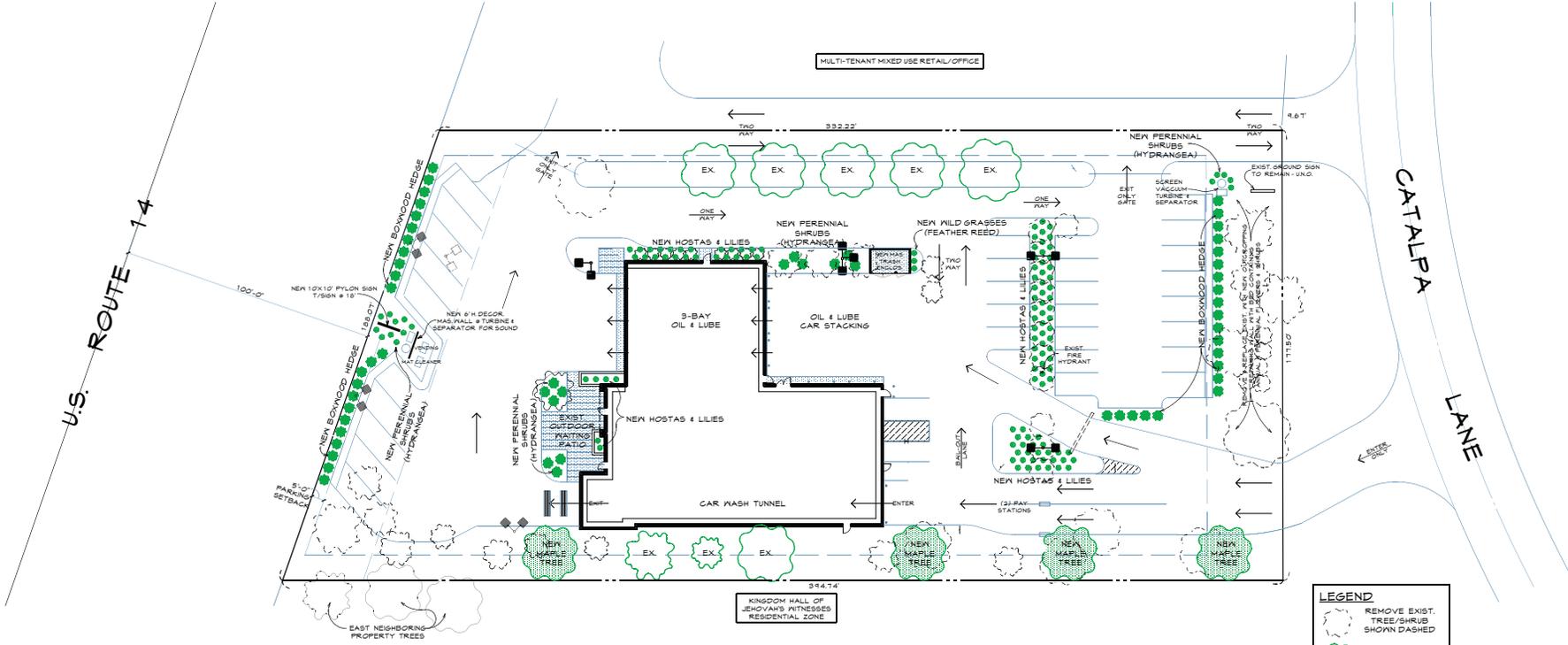


**EXHIBIT V – PROPOSED SIGNAGE**

# PROPOSED SIGNAGE



**EXHIBIT VI – 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

U.S. ROUTE 14

CATALPA LANE

MULTI-TENANT MIXED USE RETAIL/OFFICE

KINGDOM HALL OF JEHOVAH'S WITNESSES RESIDENTIAL ZONE

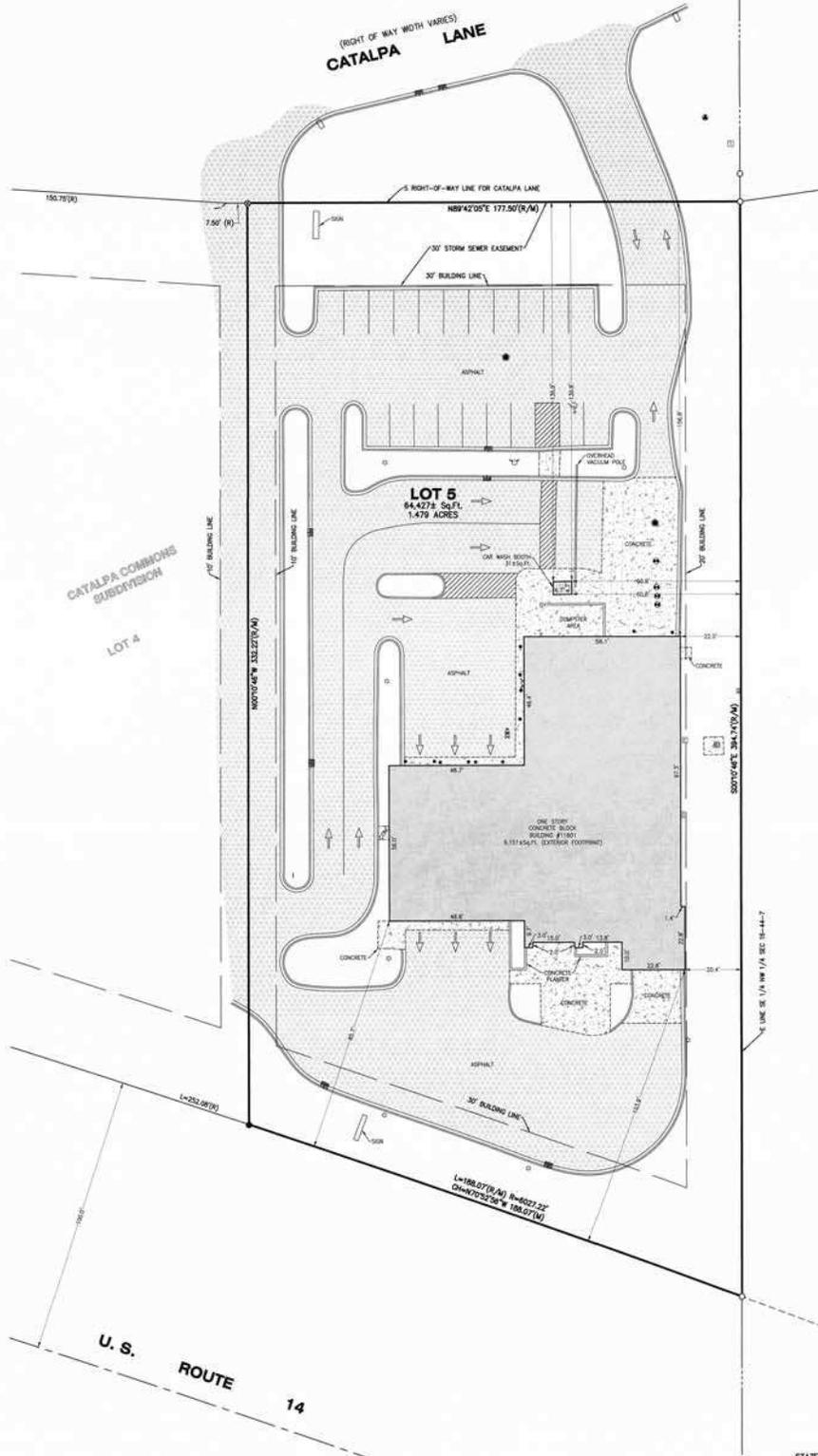
PROJECT NO.	REVISION	DATE	DESCRIPTION
2094		24 JUL 20	ZSA REVIEW
			BRP/LAF

CONTENTS: PROPOSED LANDSCAPE PLAN

**EXHIBIT VII – SURVEY**

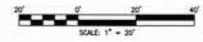
# ALTA/NSPS LAND TITLE SURVEY

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 2003W0156763 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 #00001003 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 paint 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 "SUEC" 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 stiped 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	
■	BILLBOARD
●	CATCH BASIN
■	CURB INLET
■	ELECTRIC METER
—	FIRE CONNECTION
—	FIRE HYDRANT
●	FOUND IRON BAR
○	FOUND IRON PIPE
●	FOUND NAIL NAIL
■	GAS METER
■	HANDICAP
○	LIGHT
■	MAIL BOX
●	SANITARY MANHOLE
+	SIGN
■	TELEPHONE RISER
■	TRANSFORMER
■	TV RISER
■	VALVE VAULT
■	WATER VALVE
(D)	DEED
(K)	RECORD
(M)	MEASURE



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

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. GRITMACHER, 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. ALL  
FIELDWORK COMP.: 8/10/2020 PG.  
ALL DISTANCES SHOWN IN FEET AND DECIMALS  
POINTS THEREOF CONNECTED BY 87.7

**WOODSTOCK PLAN COMMISSION  
STAFF REPORT  
August 27, 2020**

**PROJECT:** Sign variation for a business at 11601 Catalpa Lane.

**PETITIONER:** SWRE Woodstock, LLC (dba Swift Wash)

**OWNER:** SWRE Woodstock, LLC

**REQUESTED ACTION:** Public hearing for a variation of the Woodstock Unified Development Ordinance Section 13.8.2 (Permanent Ground Signs). The petition is seeking to erect a permanent illuminated ground sign two feet from the property line along US Route 14 at 100 square feet in area and 18 feet in height, instead of the allowed 30 square feet in area and 12 feet in height for the B3 zoning district.

**EXISTING LAND USE, ZONING AND LOT AREA:** The subject property is at the northwest corner of Lake Avenue and American Way. The area is comprised of a mix of business and manufacturing zoning, but existing improvements are mostly commercial developments, including Walmart, American Community Bank, and Catalpa Commons. The subject property is about 2.27 acres and comprised of Lot 8 and a portion of Lot 7 of Ruth Center subdivision.

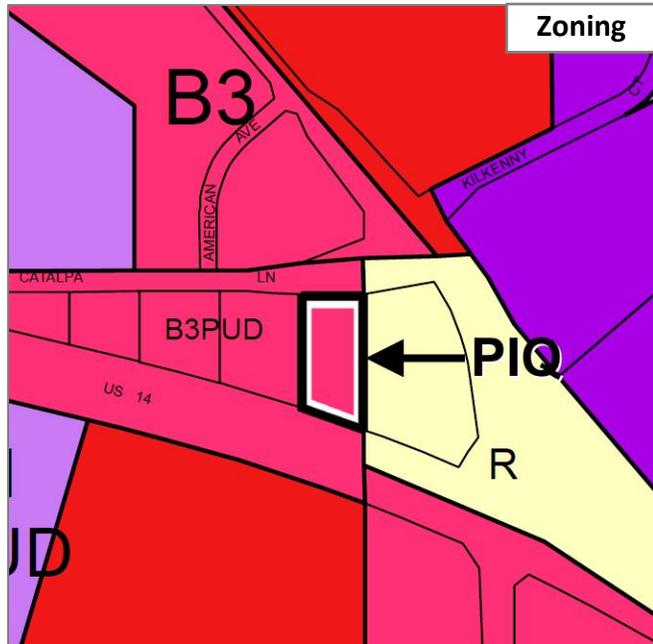
**ADJACENT LAND USE:**

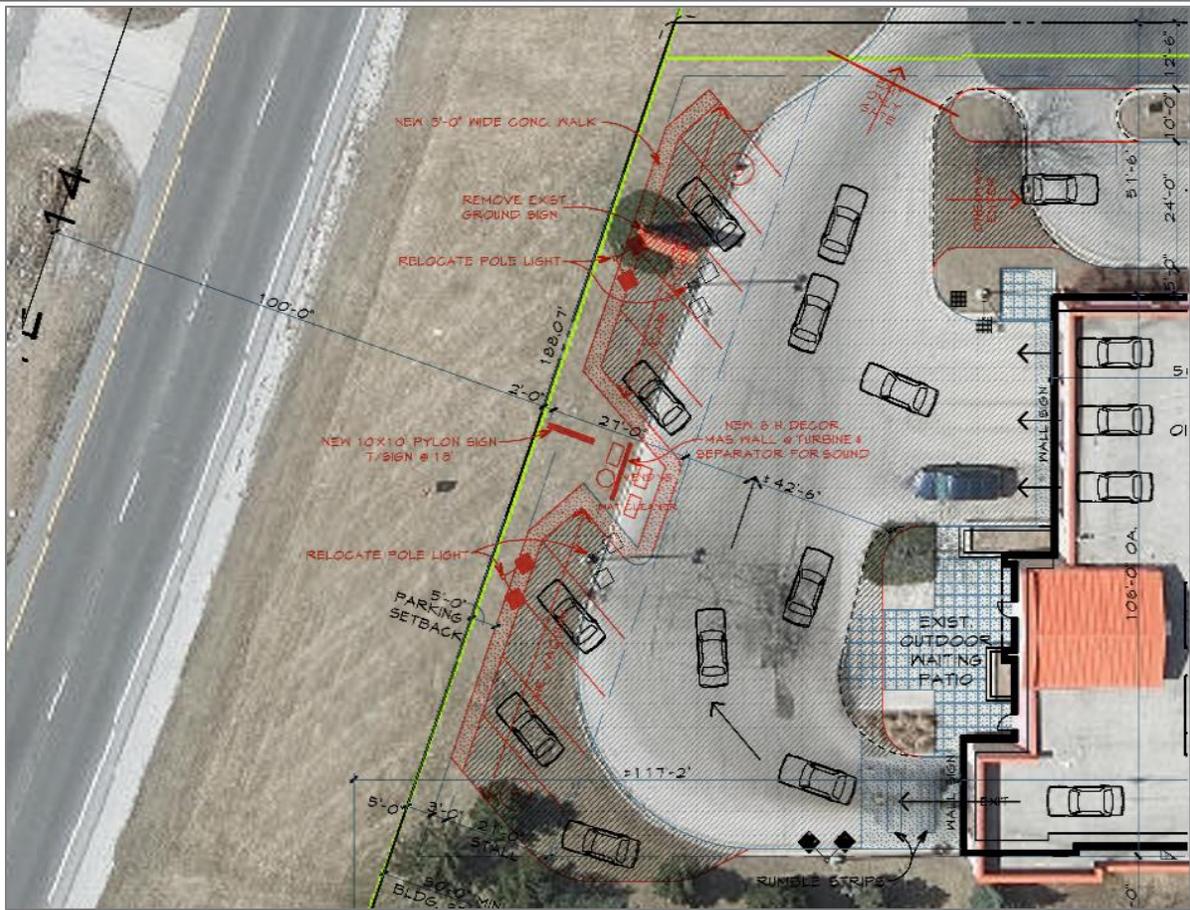
N	Commercial (bank)
S	US 14 / Commercial (Menards)
E	Place of Worship
W	Commercial (strip center)

**ADJACENT ZONING:**

N	B3
S	B5 PUD
E	R
W	B3 PUD

**PLANNING POLICIES STATUS:** The Woodstock Comprehensive Plan indicates this area is designated for Commercial, Industrial, and Office Mixed Use.





## PROPOSED VACUUMS



### **STAFF ANALYSIS**

The petitioner recently purchased the car wash and oil change business at 11601 Catalpa Lane and is seeking to remodel and revitalize the facility. The petitioner maintains that a general lack of visibility likely contributed to the failure of the previous car wash. To rectify this, the petitioner will be redesigning the landscaping, installing new lighting, erecting rows of colorful car vacuum stations along US 14 and Catalpa Lane, and putting up a new sign with an electronic message display component.

According to permit records, the existing monument sign is approximately 6.5' tall and 7' wide for a total of just under 45 square feet. When originally erected it was set back 25 feet from the edge of the right of way. Since that time, the right of way for US 14 has widened resulting in the sign being about six feet off the property line. Despite the right of way being widened, the actual paved lanes have changed little and the closest one is currently about 55 feet from the property line.

The proposed sign is to be set back two feet from the property line. UDO Table 13.1 (Basic Design Factors for Ground Signs) sets the maximum height and area for a sign having a two-foot setback at 12' and 30 square feet for a single-user sign. For a two-business directory sign, the maximum area increases by 10% to 33 square feet. The petitioner is requesting a variance to allow a sign at 18' and 100 square feet. The proposed sign includes an electronic message center component which will not exceed 35% of the total area, in accordance with the UDO.

In 2019, a sign variation for Studio 2015, located just northwest of this location, was granted for

a similar sign, in terms of size. In that case, the existing directory sign was okayed to be enlarged to 96.7 square feet. The staff report noted that sign visibility was diminished due to the uncommonly wide right of way and the high speed of travel on US 14 (posted at 55 mph).

Of the three standards for sign variations that this request is required to meet in order for it to be approved, it is the second item, stated in two parts, that deals with hardship. The first part is to establish the unique circumstances of the property. The petitioner has asserted that, like Studio 2015, commercial properties along this stretch of US 14 are set back further from the roadway than properties elsewhere in the city. The second part is to establish that the proposed variation will not alter the essential character of the area. As an automobile-dominated high-speed limited-access stretch of highway lined by strip centers and big-box retailers, a sign such as this will likely have little to no impact on the character of the area.

The Unified Development Ordinance (Section 13.11.3.A) states that the Plan Commission may recommend to the City Council a variation of the strict application of the terms and provisions of these regulations when it finds:

1. That such variation is harmonious with the intent and purpose contained in Section 13.1, Statement of Purpose:

*The Sign Control Ordinance recognizes that outdoor signage places certain demands upon the attention of people passing by, which cannot easily be ignored, set aside, or turned off at will as may be done with other media. The Sign Control Ordinance also recognizes the need to protect the safety and welfare of the public; the need to protect and enhance property values and to provide a strong economic base by maintaining the attractive appearance and unique character of this community; the need to protect people from assaults on their privacy and sensibilities; and the need to provide adequate and effective identification and communication. The identity of businesses, the nature of the business or manufacturing activity on a site, as well as directional instructions to pedestrian and vehicular traffic on a site provide important information necessary for pleasant and effective commerce between the public and business establishments.*

2. That there are practical difficulties or particular hardships in carrying out the strict letter of this Chapter, or any part hereof, relating to the construction, alteration, maintenance, repair, or remodeling of any sign. Practical difficulties or particular hardships shall be proven by evidence demonstrating that (1) the plight of the owner is due to unique circumstances and (2) the variation, if granted, will not alter the essential character of the locality in which it is granted.
3. That the variation will maintain and/or enhance the historic and architectural character of a site or structure.

## **RECOMMENDATION**

If the Plan Commission agrees with the applicant's petition, then a motion is appropriate to recommend approval of a variation to allow a permanent illuminated ground sign two feet from the property line along US Route 14 at 100 square feet in area and 18 feet in height, instead of the allowed 30 square feet in area and 12 feet in height for the B3 zoning district.

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

***An Ordinance Granting Variations from Section 13.8.2 (Permanent Ground Signs) to Allow a Permanent Ground Sign up to 100 Square Feet in Area and 18 feet in Height at 11601 Catalpa Lane.***

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 variations from Section 13.8.2 of the Unified Development Ordinance ("UDO") to allow a permanent illuminated ground sign set back two feet from US Route 14 at 100 square feet in area and 18 feet in height, located at 11601 Catalpa Lane; and

WHEREAS, pursuant to Section 13.11.3 (Variations) 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 Plan Commission after due notice in the manner provided by law; and

WHEREAS, having determined the standards for the sign variation were addressed by the petitioner, and having incorporated those findings-of-fact into its vote, the Plan Commission did recommend with conditions that the petition for the variation from Section 13.8.2 of the UDO be granted (5-3 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 Plan Commission, 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: Variations from Section 13.8.2 (Permanent Ground Signs) of the Unified Development Ordinance of the City of Woodstock, are granted to allow a permanent illuminated ground sign, set back two feet from US Route 14, at 100 square feet in area and 18 feet in height on the property

known as 11601 Catalpa Lane.

SECTION 2: That said variation approvals are subject to the condition that arborvitae (or similar evergreen landscaping) shall be planted at the base of the ground sign to diminish its size/appearance.

SECTION 3: The report, recommendations, and findings of fact of the Plan Commission on the issuance of the variation pursuant to the petition are on file in the City Hall as a part of the official record of the proceedings.

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:

---

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 Variations from Section 13.8.2 (Permanent Ground Signs) to Allow a Permanent Ground Sign up to 100 Square Feet in Area and 18 feet in Height at 11601 Catalpa Lane*** 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, City Clerk  
City of Woodstock,  
McHenry County, Illinois

(SEAL)



## Finance Department

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

# Memo

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

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

**Date:** September 9, 2020

**Re:** Consideration of an Ordinance to Amend the FY19/20 Budget

---

The original FY19/20 Budget passed on April 16, 2019 is designed to be a planning and working tool for both the City Council and staff. While this budget was created using the best information available including input from residents, outside consultants, and staff, unexpected events often occur throughout the fiscal year. These unexpected events at times lead to increased costs, which ultimately causes budget overages.

Since the budget represents the City's legal spending authority and is presented in the Comprehensive Annual Financial Report (CAFR), it is necessary to adjust for any overages that occur that are above the legal level of budgetary control. This legal level varies from fund to fund. For the General Fund, the legal level of control is at the department level, while all other funds are at the fund level. These budget adjustments are also considered to be good management practices by the bond rating agencies and have an effect on the ultimate rating the City receives.

As a reminder, at the March 3, 2020 Council meeting, a FY19/20 budget amendment was passed, allocating the appropriate budget amounts to each department, transferring the amount incorporated within the City Manager's budget, which served as a placeholder until the compensation study was completed. Also, this amendment transferred the surplus from the General Fund for FY18/19 to both the IMRF and Social Security Funds to provide additional liquidity to these funds.

Attached is the proposed Ordinance to adjust for Departments and Funds that have exceeded their total budget along with additional transfers above budget that have become necessary.

Specific details concerning each Department/Fund and the related budget amendments have been provided on the following pages.

**EXPENDITURES:**

**General Fund:**

**City Hall:**

An adjustment is necessary to cover three items that caused the City Hall Department to exceed its budget. The first is numerous repairs including the replacement of an HVAC unit at City Hall. The second was repairs to 13707 W. Jackson Street that were required under the lease with Pioneer Center. It should be noted that as of November 7, 2019, the City will not be required to make any additional repairs as Pioneer Center has accepted the building on that date “as is.”

Lastly, a change needed to be made so that the ongoing maintenance expenses for the Old Courthouse are paid from the General Fund instead of the TIF #2 Fund. These expenses are being offset by the rent that is being paid by the Public House, which was also recommended to be transferred to the General Fund. Any surplus of rent money after maintenance items are paid will be transferred to TIF #2; therefore, resulting in the TIF #2 Fund being in the same position it would have been had this revenue and expenses been recorded directly within the fund.

<i>Current Budgeted Expenditures:</i>	<i>\$70,500</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$120,200</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$49,700</i>

**Finance:**

Two reasons caused the Finance Department to exceed their budget. The first is a long-term employee retired that resulted in a large payout of accrued vacation and sick time. Second, legal expenditures were above budget as the Finance Department worked on numerous issues and Ordinances, such as the City’s new purchasing policy, that required legal advice.

<i>Current Budgeted Expenditures:</i>	<i>\$452,100</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$475,900</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$23,800</i>

**Human Resources:**

Labor negotiations with Local #150 caused increased legal fees as a result of direct negotiations with the union along with legal advice needed related to fulfilling the numerous FOIAs that they filed.

<i>Current Budgeted Expenditures:</i>	<i>\$261,600</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$290,100</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$28,500</i>

### **Building & Zoning:**

Legal costs related to numerous issues were a large reason for the Building & Zoning Department ending the fiscal year over budget.

<i>Current Budgeted Expenditures:</i>	<i>\$668,700</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$688,000</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$19,300</i>

### **Audit Fund:**

As part of completing the City's annual audit, an actuary study was required per the Governmental Accounting Standards Board (GASB). As a result, this caused the Audit Fund to be slightly over budget.

<i>Current Budgeted Expenditures:</i>	<i>\$32,800</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$34,800</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$2,000</i>

### **Library Building Fund:**

The major renovation/repair project of replacing the library's roof HVAC units came in significantly higher than originally anticipated and budgeted. The reason was that the actual per unit cost was significantly lower than estimated and it was deemed fiscally prudent to replace all three of the units this year based on this favorable pricing, as opposed to one unit this year and two more units the following year. Additionally, the library retrofitted the majority of its fluorescent light bulbs with LED bulbs, at a cost of nearly \$30,000. The work was done this year to take advantage of ComEd rebates that were expiring at the end of 2019.

<i>Current Budgeted Expenditures:</i>	<i>\$332,500</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$463,100</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$130,600</i>

### **IMRF Fund:**

When the City Administration budgeted for the IMRF Fund for FY19/20, it had anticipated the required employer contribution to be based on 11.00% of salary for calendar year 2020. Instead, the rate ended up being 13.08%, which caused the Fund to exceed its budget by 1.2%

<i>Current Budgeted Expenditures:</i>	<i>\$559,200</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$565,700</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$6,500</i>

### **TIF #2 Fund:**

Two items caused TIF#2 to go over budget. The first was the decision to purchase the former Die Cast site for \$1.5 million using a loan from WinTrust Bank that has no payments or

accrued interest for two years, but the property purchase is recognized as an expenditure in this fiscal year.

The second is expenses related to securing the Historical Tax Credits from the Federal government and State of Illinois, which includes the following: the hiring of an architect for drawings; a tax credit consultant; and a tax credit attorney.

<i>Current Budgeted Expenditures:</i>	<i>\$425,800</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$2,080,400</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$1,654,600</i>

**Water & Sewer Capacity CIP:**

Additional costs were accrued during the fiscal year due to the development of the water-distribution system model. Developers were requesting information about the system pressure and flow based upon new residential units in an area south of US Route 14 and north of Lucas Road. In addition, City staff was inquiring about development in the area north of IL Rt. 120 between Rose Farm Road and Wicker Street. These requests required more time be spent to complete the report and water modeling. Some expenditures can also be attributed to costs associated with the Phosphorus Optimization Plan, which was finalized and submitted to the IEPA in early 2020 instead of early 2019.

<i>Current Budgeted Expenditures:</i>	<i>\$357,300</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$381,800</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$24,500</i>

**Revolving Loan Fund:**

With the COVID-19 pandemic, the City's auditors have requested that the City create a reserve for potential uncollectable loans. The City has agreed with this recommendation. As such, to create this reserve an expense is created, which puts the fund over budget.

<i>Current Budgeted Expenditures:</i>	<i>\$0</i>
<i>Proposed Final Budgeted Expenditures:</i>	<i><u>\$30,800</u></i>
<i>Proposed Budget Amendment:</i>	<i>\$30,800</i>

**Environmental Management Fund:**

The City bills residents of Woodstock for garbage pickup and then pays MDC to provide the service. During FY19/20, the City experienced an increase in enrollments for totter service. Therefore, the expense line item to provide this service exceeded the budget by \$38,700, and was covered by additional billed revenue.

Therefore, a budget amendment to the FY19/20 budget in this amount will be necessary.

<i>Current Budgeted Expenditures:</i>	<i>\$1,388,000</i>
<i>Proposed Final Budgeted Expenditures:</i>	<u><i>\$1,426,700</i></u>
<i>Proposed Budget Amendment:</i>	<i>\$38,700</i>

## **OPERATING TRANSFERS OUT:**

### **General Fund to TIF #2 Fund:**

As was stated above, a change needed to be made so that maintenance expenses are paid from the General Fund instead of the TIF #2 Fund. These expenses are being offset by the rent that is being paid by the Public House, which was also recommended to be moved to the General Fund. Any surplus of rent money after maintenance items are paid will be transferred to the TIF #2 Fund; therefore, maintaining the same financial result. A budget amendment will need to be approved to allow for this transfer.

<i>Current Budgeted Operating Transfers Out:</i>	<i>0</i>
<i>Proposed Final Budgeted Operating Transfer Out:</i>	<u><i>(\$24,000)</i></u>
<i>Proposed Budget Amendment:</i>	<i>(\$24,000)</i>

### **General Fund to Debt Service Fund:**

The General Fund is responsible to pay for the Aquatic Center, Opera House, and Lake Avenue Alternative Revenue Bonds. The Opera House loan amount is offset by the Opera House debt surcharge fee that is charged to each ticket. With the Opera House needing to close in March due to COVID-19, as a result this revenue source was insufficient and needs to be offset by an increased General Fund transfer.

<i>Current Budgeted Operating Transfers Out:</i>	<i>(\$153,400)</i>
<i>Proposed Final Budgeted Operating Transfer Out:</i>	<u><i>(\$161,400)</i></u>
<i>Proposed Budget Amendment:</i>	<i>(\$8,000)</i>

### **General Fund to Social Security Fund:**

The General Fund ended FY19/20 with a surplus of just over \$738,000. In order to shore up the IMRF and Social Security Funds, which are currently running a deficit, a transfer of half this amount is being proposed to be prorated and transferred between these two funds. The other half will be kept in the General Fund to help absorb a projected deficit anticipated for FY20/21 as a result of COVID-19.

<i>Current Budgeted Operating Transfers Out:</i>	<i>(\$286,300)</i>
<i>Proposed Final Budgeted Operating Transfer Out:</i>	<u><i>(\$411,300)</i></u>
<i>Proposed Budget Amendment:</i>	<i>(\$125,000)</i>

**General Fund to IMRF Fund:**

The General Fund ended FY19/20 with a surplus of just over \$738,000. In order to shore up the IMRF and Social Security Funds, which are currently running a deficit, a transfer of half this amount is being proposed to be prorated and transferred between these two funds. The other half will be kept in the General Fund to help absorb a projected deficit anticipated for FY20/21 as a result of COVID-19.

<i>Current Budgeted Operating Transfers Out:</i>	(\$261,200)
<i>Proposed Final Budgeted Operating Transfer Out:</i>	<u>(\$511,200)</u>
<i>Proposed Budget Amendment:</i>	(\$250,000)

**TIF #1 Fund to TIF #2 Fund:**

The TIF Act allows funds to be transferred between adjoining TIF districts. Therefore, a transfer was budgeted between the City’s TIF funds to allow work to continue on the Old Courthouse. As a result of higher than anticipated revenue in TIF #1, a larger transfer to TIF #2 is being proposed, which requires a budget amendment.

<i>Current Budgeted Operating Transfers Out:</i>	(\$292,700)
<i>Proposed Final Budgeted Operating Transfer Out:</i>	<u>(\$302,400)</u>
<i>Proposed Budget Amendment:</i>	(\$9,700)

**OPERATING TRANSFERS IN:**

The Operating Transfers In budget amendments are the reverse of the Transfers Out and are necessary since accounting rules mandate that the Transfers In must equal Transfers Out.

**Recommendations:**

**If the City Council concurs with the aforementioned budget adjustments, then it is recommended that the City Council adopt the attached Ordinance, identified as Document #:     2    , which amends the City’s FY19/20 Budget Ordinance.**



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

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

***An Ordinance Amending the Fiscal Year 2019-2020  
Budget for the City of Woodstock, Illinois***

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

**WHEREAS**, City Code 1.5.4B on quorum and voting requirements state that 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, which is not the case in this matter; and

**WHEREAS**, Ordinance 20-O-18 was passed by the City on March 3, 2020 amending the Fiscal Year 2019/2020 Budget; and

**WHEREAS**, it has been determined by the City Manager, serving as the Budget Officer, that a further modification of the FY19/20 Budget is necessary;

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

SECTION 1: Pursuant to 65 ILCS 5/8-2-9.6, for the Fiscal Year 2019/2020 Budget, which is Ordinance 19-O-38 and passed on April 16, 2019, the following expenditure amounts shall be further revised as follows:

Department/Fund	Current Budgeted Expenditures			Final Budgeted Expenditures
	After	Authorized		
	Amendment #1	Amendment #2		
01 General Fund				
City Hall	\$ 70,500	\$ 49,700	\$	120,200
Finance	\$ 452,100	\$ 23,800	\$	475,900
Human Resources	\$ 261,600	\$ 28,500	\$	290,100
Building & Zoning	\$ 668,700	\$ 19,300	\$	688,000
02 Audit Fund	\$ 32,800	\$ 2,000	\$	34,800
09 Library Building Fund	\$ 332,500	\$ 130,600	\$	463,100
11 IMRF	\$ 559,200	\$ 6,500	\$	565,700
42 TIF #2 Fund	\$ 425,800	\$ 1,654,600	\$	2,080,400
62 Water & Sewer Capacity CIP	\$ 357,300	\$ 24,500	\$	381,800
85 Revolving Loan Fund	\$ -	\$ 30,800	\$	30,800
90 Environmental Management Fun	\$ 1,388,000	\$ 38,700	\$	1,426,700

SECTION 2: Pursuant to 65 ILCS 5/8-2-9.6, the Fiscal Year 2019/2020 Budget, which is Ordinance 19-O-38 and passed on April 16, 2019, the following Operating Transfer Out accounts shall be further revised as follows:

From Fund	To Fund	Current Budgeted Transfer Out			Final Budgeted Transfer Out
		After	Authorized		
		Amendment #1	Amendment #1		
General	TIF #2	\$ -	\$ (24,000)	\$ (24,000)	
General	Debt	\$ (153,400)	\$ (8,000)	\$ (161,400)	
General	Social Security	\$ (286,300)	\$ (125,000)	\$ (411,300)	
General	IMRF	\$ (261,200)	\$ (250,000)	\$ (511,200)	
TIF#1	TIF#2	\$ (292,700)	\$ (9,700)	\$ (302,400)	

SECTION 3: Pursuant to 65 ILCS 5/8-2-9.6, the Fiscal Year 2019/2020 Budget, which is Ordinance 19-O-38 and passed on April 16, 2019, the following Operating Transfer In Accounts shall be revised as follows:

To Fund	From Fund	Current Budgeted Transfer In			Final Budgeted Transfer In
		After	Authorized		
		Amendment #1	Amendment #1		
TIF #2	General	\$ -	\$ 24,000	\$ 24,000	
Debt	General	\$ 153,400	\$ 8,000	\$ 161,400	
Social Security	General	\$ 286,300	\$ 125,000	\$ 411,300	
IMRF	General	\$ 261,200	\$ 250,000	\$ 511,200	
TIF#2	TIF#1	\$ 292,700	\$ 9,700	\$ 302,400	

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 judgement 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 in full force and effect upon its passage by a vote of the corporate authorities. Publication in pamphlet form is hereby authorized, as provided by law.

Ayes:

Nays:

Abstentions:

Absentees:

APPROVED:

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

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

(Seal)

Passed: September 15, 2020

Approved: \_\_\_\_\_

Published: \_\_\_\_\_



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

phone 815.338.6118  
fax 815.334.2263  
jvanlanduyt@woodstockil.gov  
[www.woodstockil.gov](http://www.woodstockil.gov)

To: Roscoe Stelford, City Manager  
From: Jeff Van Landuyt, Public Works Director  
Re: **Approval to Award a Contract for Recreation Center Roof Overlay**  
Date: September 9, 2020

The Recreation Center has a metal roof on it. Approximately three years ago, the City paid to have the seams, stacks and other penetrations sealed and at that time, it was recommended that the City plan for a new roof on this facility. Members of the City's Recreation Center want to know that the facility is healthy, and that the City is reinvesting in it when and if necessary. Failure to do so may result in a decline in membership. In order to stop the roof from leaking it was recommended that it be overlaid with a thermoplastic polyolefin (TPO) membrane.

In FY20/21, \$58,000 was approved in the General Corporate – CIP Fund budget under line item #82-02-7-725 titled Recreation Center Gym Roof Installation for construction of this roof replacement project. The Department of Public Works created specifications and bid documents for this project, and on Wednesday, September 9<sup>th</sup> the following bids were received:

<u>Bidder</u>	<u>Total Amount of Bid</u>
Freeport Industrial Roofing, Inc. Freeport, IL	\$44,650
McDermaid Roofing and Insulating Co Rockford, IL	\$47,840
Distinctive Roofing, Inc Rockford, IL	\$48,465
Metalmaster Roofmaster, Inc. McHenry, IL	\$57,827

Bids received were very competitive. The lowest responsible bidder “as read” is Freeport Industrial Roofing, Inc. In their bid they suggested upgrading to a beveled flute filler for an additional \$800, which has been determined to be beneficial for this project. In addition, the



NATIONAL TRUST  
for HISTORIC PRESERVATION®

DOZEN DISTINCTIVE  
DESTINATIONS 2007

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

specifications called for a 20-year Manufacturers Material Warranty and a 4-year labor and workmanship warranty. Freeport Industrial Roofing, Inc., is offering a 10-year labor and workmanship warranty for an additional \$850. Staff feels that this would also be a benefit to the City. Even with these two add-ons, Freeport Industrial Roofing, Inc., is still the lowest responsible bidder.

In order to move forward with the replacement of the roof and in order to protect the integrity of the Recreation Center facility, **it is recommended that a contract be awarded to Freeport Industrial Roofing, Inc., Freeport, IL for the construction of a roof overlay w/ beveled flute fillers and a 10-year labor and workmanship warranty at the Recreation Center for an amount not-to-exceed \$46,300.**

c: Chris Lynk  
Dave Zinnen  
Freeport Industrial Roofing, Inc.



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager



NATIONAL TRUST  
for HISTORIC PRESERVATION®

DOZEN DISTINCTIVE  
DESTINATIONS 2007

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

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

phone 815.338.6118  
fax 815.334.2263  
rlivingston@woodstockil.gov  
[www.woodstockil.gov](http://www.woodstockil.gov)

To: Mr. Roscoe Stelford, City Manager

From: Christopher Tiedt, City Engineer

**Re: Approval of Contract for 2020 Downtown Brick Paver Maintenance and Replacement Program**

Date: September 8, 2020

Great time and effort are put into the beautification of the historic Woodstock Square to maintain the historic charm the City has become known for. An integral part of that charm is the brick-paved streets and walkways. These streets and walkways receive heavy pedestrian and vehicular traffic throughout the year. The constant traffic eventually causes distress and movement of the brick pavers themselves. This movement compounded with the rain and snow along with the constant freeze/thaw cycles experienced in the Midwest, settlement and deterioration of the brick pavers is unavoidable.

The Downtown Brick Paver Replacement program is an annual maintenance program designed to minimize the effects outlined above and keep our downtown accessible and traversable. Although Public Works staff often makes "on-call" repairs and replacements, the magnitude of this much-needed annual program puts it beyond the scope of our day-to-day activities. By contracting this program out, the City can ensure that the project is completed in a timely manner with as minimal disruption as possible.

The approved FY20/21 budget allocates \$10,000 in TIF #1, line item 41-00-7-725, and \$25,000 in TIF #2, line item 42-00-7-725 that when combined allow for a total of \$35,000 for Downtown Brick Replacement. These allocations are to cover the costs associated with the maintenance of these brick-paved areas as well as the purchase of new bricks. The City used approximately \$8,300 this current fiscal year to purchase bricks needed for these upcoming repairs with the remaining \$26,700 available for the maintenance of brick-paved areas.



DOZEN DISTINCTIVE  
DESTINATIONS 2007

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

In order to ensure the City is receiving the best price for maintenance of these brick-paved areas, the Public Works Department prepared project specifications and put the project out for competitive bid. A bid opening was held on September 4, and the City received the following bid unit prices;

<b><u>BIDDER</u></b>	<b><u>SIZE OF RESTORATION AREA</u></b>			
	1 sq. ft or less	2-15 sq. ft	15-20 sq. ft	Greater than 20 sq. ft
Nierman Landscape & Design, Woodstock, IL	\$30.00	\$25.00	\$22.00	\$20.00
Copenhaver Construction, Gilberts, IL	\$100.00	\$60.00	\$30.00	\$15.00
Alliance Contractors, Inc. Woodstock, IL	\$66.00	\$43.00	\$27.00	\$24.00

Nierman Landscape & Design of Woodstock, IL was the lowest responsible bidder and have previously performed this work for the City of Woodstock. They have knowledge with regards to the unique challenges involved with this type of work and have successfully completed this type of work in the past with no issue or complaints from the business owners or staff.

**It is recommended that the City Council approve a contract for 2020 Downtown Brick Paver Maintenance and Replacement Program to Nierman Landscape & Design of Woodstock, IL, based upon the bid unit prices described in the above table to complete the downtown brick paver maintenance work for a total cost not to exceed \$26,700.**

Cc: Jeff Van Landuyt



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager



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

phone 815.338.6118  
fax 815.334.2263  
jvanlanduyt@woodstockil.gov  
[www.woodstockil.gov](http://www.woodstockil.gov)

To: Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

Re: **Award a Contract for the Demolition of the Salt Dome and an Award of Contract for the Construction of a Covered Salt Storage Facility**

Date: September 9, 2020

The City has two salt storage facilities that can store approximately 2,400 ton. For a municipality the size of Woodstock, this is an appropriate amount of covered storage. One of the two facilities is a dome that was constructed back in the late 1970s. As shown in the photo at the right, the dome facility is made up mostly of roof framing that is covered by shingles. Bids to repair the damaged sections of roof deck and then tear off and re-roof the existing facility nearly exceed the cost of a new building and therefore this facility has outlived its useful life and it is set to be demolished.



Back in 2008, the City purchased and installed a fabric and frame type facility because of its low cost and portability. The facility has a pre-cast concrete block foundation, steel rafter truss system, and a fabric building cover. There is no electrical, HVAC, or plumbing requirements associated with the construction of this facility. If and when Public Works relocates to another site, this facility and others like it can be removed and relocated.



NATIONAL TRUST  
for HISTORIC PRESERVATION®

DOZEN DISTINCTIVE  
DESTINATIONS 2007

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

The City has solicited proposals for the construction of a second fabric and frame facility to be located where the salt dome currently stands. Prices are as follows:

<u>Vendor</u>	<u>Proposed Cost</u>
Greenfield Contractors, LLC Princeville, IL	\$61,500.00
Clear Span Glastonbury, CT	\$86,446.85

In the City's approved Motor Fuel Tax (MFT) Budget, \$60,000 was approved for the construction of a salt storage facility under line item #12-00-7-723. In addition to the construction costs as depicted, the City will have to cover the cost to demolish the existing dome (\$5,250) and to purchase precast base blocks (\$6,100) in order to complete this project, bringing the total cost to \$72,850.

In order to complete this project, **it is recommended that the City award a contract to Greenfield Contractors LLC for an amount not-to-exceed \$61,500 for material, labor, and supplies necessary to construct a 40' x 64' Accu-Steel building for salt storage and that a contract be awarded to Gavers Paving & Excavating, Woodstock, IL to demolish the existing dome and provide precast base blocks for the facility to be constructed upon for a total cost not-to-exceed \$11,350.**

C: Roger Vidales  
Greenfield Contractors, LLC



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager



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

phone 815.338.6118  
fax 815.334.2263  
jvanlanduyt@woodstockil.gov  
[www.woodstockil.gov](http://www.woodstockil.gov)

**To:** Roscoe Stelford, City Manager

**From:** Jeff Van Landuyt, Public Works Director

**Re:** **Award of Contract for Services to Install, Maintain, and Remove Holiday Lights and Approval to Purchase New Holiday Lights**

**Date:** September 9, 2020

Each year the City of Woodstock decorates the downtown for the holiday season drawing thousands of visitors to the lighting ceremony and giving others a reason to visit Woodstock and shop within the community. In 2020 during the COVID-19 pandemic it is unlikely that there will be a huge gathering of residents and visitors, yet most agree that it is more important than ever to create a holiday display in the downtown. How we define the entire event is yet to be determined, but it is certain that the downtown should be lit in all its glory.

In a typical year, Public Works employees are wrapping up seasonal projects at the same time that lights are being strung in the downtown. Seasonal projects include, but are not limited to: the removal of hazardous trees; citywide collection of leaves; preparation, review and training for the snow plan; winterization of irrigation systems; preparation of fields for fall softball and soccer games; preparation of equipment and supplies for downtown sidewalk snow removal, etc. Therefore, the installation of holiday lighting has traditionally been completed by an outside contractor. The approved FY20/21 Community Events Budget, line item 01-11-6-608 titled Christmas Lighting allocates \$67,000 for the purchase of string lights, a contract for the installation and maintenance of lights in trees, and other miscellaneous costs associated with this annual event.

After less than pleasant experiences with “low bids” for decorating the downtown in years past, it was recommended that the City put out proposals to contractors with good performance records to make sure the event is successful and that it goes off without a hitch.



**NATIONAL TRUST**  
for HISTORIC PRESERVATION®

DOZEN DISTINCTIVE  
DESTINATIONS 2007

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

As a result, the Department of Public Works sent out a Request For Proposal (RFP) to nine (9) contractors who the City has worked with in the past that have previously completed the City's display or have submitted bids for past lighting contracts. The City's proposal calls for the draping of light strands from the top of the trees to bottom on sixteen (16) deciduous trees located within the Park in the Square, one (1) deciduous tree at the intersection of McHenry Avenue and Madison Street (McHenry triangle), and one (1) Evergreen tree located in front of City Hall.

The City also requested a quote to install lights in up to fifty (50) ground level bushes and sixteen (16) small ornamental trees throughout the Park-in-the-Square. The City would determine whether this work would be contracted or completed "in-house" based upon the cost. Public Works recommends that this work be completed by the contractor. Through this proposal, all installation services are to be completed by November 9, 2020 with removal completed sometime after February 3, 2021, but not later than February 13, 2021. Strings of holiday lights are purchased separately by the City and provided to the contractor for installation. RFPs were mailed requesting a cost for services for the 2020 holiday season. On September 4, the City received the following proposals:

<u>Bidder</u>	<u>Drape Trees</u>	<u>Drape Ground bushes and Ornamental Trees</u>
GRO Horticultural Enterprises, Inc. Union, IL	\$27,280.00	\$3,485.00
Associated Electrical Contractors Woodstock, IL	\$42,000.00	\$8,000.00
Sebert Landscape Bartlett, IL	\$60,000.00	\$24,000.00

*For comparison purposes, last year's contract was for the draping of limbs on trees. The contract was awarded at a total bid price not-to-exceed \$30,685.*

Based upon the results from the proposals received, **it is recommended that the contract for services to install, maintain, and remove holiday lights for the 2020 season be awarded to GRO Horticultural Enterprises, Inc., Union, IL for the draping of trees and ground bushes as outlined in the RFP at a total price not-to-exceed \$30,765.** GRO was awarded a contract to install the lights in the downtown in FY17/18 & FY19/20.

As mentioned previously, the City purchases strings of holiday lights and provides them to the contractor for installation. For the 2020 holiday display, the City needs to purchase new string sets. For the larger trees, incandescent type lights will be used because those lights are cheaper and they are cut from the trees at the end of the season. In addition, one part of the contract is to maintain the lights for the entire holiday season. This is difficult to do if lights are reused from one season to the next. In 2020, staff proposes the purchase of approximately 1,400 incandescent light sets at a cost of \$7,630, 400 LED string sets at a cost of \$2,600 and 4,000 feet of C7 LED light strands at a cost of \$4,178. The incandescent light sets will still be cut off the trees at the end of the season, but the LED string sets will be stored and reused from year to year.

The City recently requested quotes from commercial holiday lighting suppliers for items that are used in the City's display. The following prices were received by Public Works:

<u>Vendor</u>	<u>Incandescent</u>		<u>LED</u>
	<u>Clear</u>	<u>Multi-color</u>	<u>Clear</u>
Windy City Lights, Inc. West Chicago, IL	\$5.45	\$5.45	\$6.50
Holiday Radiance Lights Broadview, IL	\$5.50	\$5.50	\$6.75

Based upon prices received, **it is recommended that a purchase be made with Windy City Lights, Inc., West Chicago, IL for clear and multi-color incandescent string lights at a cost not-to-exceed \$7,630; clear LED string lights at a cost not-to-exceed \$2,600; and C7 LED Bulbs and wire spools at a cost not-to-exceed \$4,177.** The LED string lights will be reused for as long as they remain reliable. Costs for this light purchase will come from the approved FY20/21 Community Events Budget, line item 01-11-6-608. After approval of contracted services and the purchase of string lights, a balance of \$21,908 remains in this line item for other expenses associated with this annual event.

c: Chris Lynk  
Krista Coltrin  
All Bidders



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager



phone 815.338.4305  
fax 815.334-2267  
bandzdept@woodstockil.gov  
[www.woodstockil.gov](http://www.woodstockil.gov)

## MEMORANDUM

**FOR:** September 15, 2020, City Council Meeting

**TO:** Roscoe Stelford, City Manager

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

**SUBJECT: Ordinances Amending Title III, Chapter 6, of the Woodstock City Code, and Amending Chapter 7B of the Woodstock Unified Development Ordinance Relating to Mobile Food Vendors**

**ATTACHMENTS:**

- 1) Municipal Code (Title III, Chapter 6, Section 3.6.3)
- 2) UDO Sections 7B.3.7 and 7B3.8.I
- 3) Excerpt from 06/16/20 City Council Meeting Minutes
- 4) Comparison of Food Truck Regulations
- 5) Ordinance Amending Title III, Chapter 6, of the Woodstock City Code
- 6) Ordinance Amending Section 7B of the Woodstock Unified Development Ordinance

At the June 16, 2020 meeting, the City Council held a discussion on mobile food trucks. With the evolution of the food truck industry since the regulations were first implemented and the recent impacts on businesses from the COVID-19 pandemic, the Council directed staff to look into ways to modify the regulations to update the City Code and provide better consistency.

City staff has reviewed the existing regulations and evaluated food truck requirements in other nearby communities (see attached comparison). Based on this review, the following changes are recommended:

- 1) Regulations for food trucks, whether on public or private property, would be found in the City Code only, subject to review and issuance of a license by the City Manager.
- 2) New definitions for “Mobile Food Truck Vendor” and “Occasion” have been drafted. The definition of Mobile Food Truck Vendor has been added to differentiate a food truck

vendor from a Peddler (defined as a vendor that sells product on public streets while moving from place to place during the course of sales, such as an ice cream truck) and a Temporary Vendor (defined as a merchant selling goods on public property from a temporary, stationary structure). An Occasion is defined as a period of no more than three (3) consecutive days within a seven (7) day period, and would apply to food trucks, as described below.

- 3) Specific requirements for Mobile Food Truck Vendors, such as hours of operation, location requirements, signage, refuse, seating and utilities have been included in a new section. Much of the proposed language was taken from the existing UDO language.
- 4) As part of the application requirements, City staff is proposing that any applicant seeking to operate a food truck on public property, such as within an on-street parking space, must provide signed, written consent from the business(es) or merchant(s) immediately adjacent to the proposed location of the food truck. The current regulations do not require such notification.
- 5) Also proposed is a requirement that the applicant notify, by first class US mail or e-mail, the owner(s) or proprietor(s) of any licensed food service establishment or restaurant within 250 feet of the location proposed for the mobile food truck. Currently, there are no notification requirements for food trucks on public property. On private property, the current regulations state that food trucks cannot be located within 150 feet of any licensed food service establishment or restaurant, unless written consent of the proprietor is provided.
- 6) Instead of an annual license fee, as is currently required, City staff is recommending that a license be issued for each Occasion. As previously noted, an Occasion is defined as a period of no more than three (3) consecutive days within a seven (7) day period. Mobile food truck vendors would be further limited to no more than ten (10) licenses in a calendar year. Additional licenses for an applicant could be granted, but would require City Council approval.
- 7) The initial fee for a mobile food truck vendor's license would be \$50, with each additional Occasion requiring a \$25 fee. These fees would be waived for any applicant having an existing brick and mortar presence in the City of Woodstock; however, all other provisions would still apply.
- 8) These provisions would not apply to food trucks participating in an approved event.
- 9) Proposed language would be effective January 1, 2021.

The proposed language attempts to balance the concerns of existing brick and mortar restaurants, while providing the opportunity to experience additional food options for residents and businesses in the community. Having the food truck requirements in one location within the City Code, reduces the likelihood of confusion and inconsistent interpretation for both applicants and City staff. Requiring existing businesses and restaurants to be notified when a food truck is proposing to operate nearby provides the business(es) with the opportunity to offer feedback that could then be evaluated. And proposed limitations on the number of licenses available help to ensure that a food truck does not become a permanent fixture at any location.

The Plan Commission discussed the food truck requirements within the UDO at their July 23, 2020 meeting, and supported the proposal to include requirements for all food trucks in a single location within the City Code.

City staff spoke with local restaurants and food truck operators regarding the proposed changes. The food truck operators and a local bar/tavern owner expressed concern about the proposed limitations on the number of occasions per year and expressed a preference for the issuance of an annual permit. They also expressed concern about the proposed requirements to notify existing restaurants within 250' as well as the notification of adjacent business. On the other hand, some local restaurants supported the notification requirements and also supported requiring written consent, as is currently required for food trucks on private property. As noted earlier, Staff has attempted to draft regulations that provide a balance between both sides, but ultimately the Council will need to determine the best approach for regulating food trucks in the city.

**If the City Council concurs, then it is recommended that Council adopt the attached Ordinances identified as:**

- 1) Document #:   3  , *“An Ordinance Amending Title III, Chapter 6, Woodstock City Code, Relating to Peddlers, Temporary Vendors and Mobile Food Truck Vendors;”*  
and
- 2) Document #:   4  , *“An Ordinance Amending Various Sections of the City of Woodstock, Illinois Unified Development Ordinance Relating to Mobile Food Truck Vendors.”*



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager

## **EXCERPT FROM WOODSTOCK MUNICIPAL CODE**

### **3.6.3: TEMPORARY VENDORS:**

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

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

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

## **EXCERPTS FROM UNIFIED DEVELOPMENT ORDINANCE**

### **7B.3.7 Temporary Uses**

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

A. Temporary Use Permits.

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

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

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

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

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

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

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

### 7B.3.8 Specific Temporary Use Criteria and Requirements

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

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

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

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

## **EXCERPT FROM THE 6/16/20 WOODSTOCK CITY COUNCIL MINUTES**

### **V. DISCUSSION**

#### **1. Food Trucks**

Deputy Mayor Turner provided history on this item, noting food trucks have been a growing part of the fabric of the community. He stated this topic was last addressed in February 2012, opining it is appropriate to revisit it at this time, noting it was brought to City Staff by some of the Benton Street restaurant owners regarding a nearby business who had a food truck selling food on public property. Noting all establishments are trying to survive during this time, he stated he can understand both sides of the issue.

Deputy Mayor Turner stated the purpose of this evening's discussion is to get a sense of where Council members stand relative to possible changes to the food truck regulations and to see if there are administrative adjustments they wish Staff to review within legal bounds.

Deputy Mayor Turner stated he would like Council members to frame the discussion on options and recommendations from an administrative perspective and items for possible changes at a later meeting. He stated he is not looking to ban food trucks, opining this would not serve the greater public good, but also does not wish to unnecessarily impact the brick and mortar businesses.

He noted there are two different items to be discussed, (i.e., food trucks operating on private property and food trucks operating on public property). Discussion ensued with Mr. Stelford providing information on the current regulations and processes for both of these situations. He noted desired changes to future regulations via an ordinance related to those food trucks operating on public property could be made fairly quickly, while changes would be required within the Unified Development Ordinance (UDO) for food trucks operating on private property, which would require input by the Plan Commission and a public hearing.

Deputy Mayor Turner urged Staff to be creative, noting all solutions do not need to be found this evening. He urged the public, restaurants, and bars to come up with suggestions as well. He noted it is not the intent for this discussion to include the regulation of food trucks at approved special events.

Councilman Flynn stated the City should be very careful in regulating what one business can do and another cannot do, opining it is a slippery slope and noting this is something new. He noted the City closed off an entire street for the Benton Street businesses who are now complaining.

Councilwoman Piersall agreed with Councilman Flynn, noting the Food Truck at Ortmann's is 150 ft. away from the businesses on the Square. She expressed surprise that food trucks on private property are more highly regulated, opining it is not much different than a business bringing in a caterer for an event. In response to her question, Mr. Stelford stated there is not a similar ordinance which regulates catering. She reminded everyone of Your Sister's Tomato, which started out as a

food truck, and now is a wonderful new restaurant in the city, stating she is not interested in adding regulations.

Deputy Mayor Turner stated he does not see a business that operates a food truck and a restaurant the same as one that just operates a food truck.

In response to questions from Councilman Tebo, Deputy Mayor Turner noted the food truck at Ortmann's was located in the public parking. City Manager Stelford stated they obtained permission for the second opportunity, but not the first. Unfortunately, Ortmann's and the food truck operators were unaware of this requirement. They did address this issue immediately once they were informed.

Discussion followed of the various food trucks operating in the city both before and since COVID-19. Stating it does not look like there are a great many, Councilman Tebo opined this does not look like a threat to the businesses. Deputy Mayor Turner stated that depends upon who you are talking too, opining while he does not believe it is a threat right now, this is a sensitive time and perhaps before COVID-19 would not be a big deal. Councilman Tebo opined the Council is trying to decide if it wishes to change something for a temporary period during COVID-19 because it was not needed before. Deputy Mayor Turner noted the City does not regulate competition, so a question would be should that be done in this instance.

In response to a question from Councilwoman Piersall, City Attorney Schlossberg stated other municipalities license food trucks on public property and that is not unusual. Councilwoman Piersall expressed concern that food trucks coming from out of town would not know the regulations. Ms. Schlossberg opined the food truck operators should seek out information regarding local regulations.

Discussion followed of possible fees for one or multiple food trucks owned by the same company for multiple occurrences. In response to a question from Councilwoman Piersall concerning whether the license could be held by the business owner rather than the truck owner, City Attorney Schlossberg stated the license would be held by whoever the operator is.

Opining much has happened in the food truck industry in the last eight years since the City's original ordinance was adopted, Councilman Flynn opined there is a great difference between operating on private vs. public property. He noted many business owners see a food truck as an attraction for his/her business. Noting the fear originally was that a food truck on private property could become more permanent, he opined the ordinance should be modified and could include a stipulation on the length of the event and a time within which a food truck must be moved. He advocated for a fee of \$100 per year with a registration, noting this would ensure any sales tax generated while the food truck operated in Woodstock would go to the City.

Councilwoman Lohmeyer stated she is not unsympathetic to the competitive nature of this issue, noting food trucks are popular right now. She opined \$100 for an entire year might be too modest and suggested researching fees in other municipalities, perhaps using a sliding scale based upon the number of times a food truck operates in Woodstock. She stated she wishes to be cognizant of the neighbors and also of those who are trying to be creative in their businesses.

The floor was opened to Public Comment.

Heather Flores of Flores Banquets stated like so many other businesses they have been closed during the past few months and have been hit hard. She stated in order to bring business to their venue they have begun hosting parking lot parties with music, games, and food trucks, noting this has significantly helped them financially during this very difficult time. She noted they have received very positive comments from the public. Ms. Flores stated it is her hope the food truck fee for her events could be waived for now until her business gets back on its feet. She described the event, noting it is a family event with all music provided by volunteers to save money and stated it is her hope to have these events through August to help them financially. She stated because of the nature of her business, it cannot open up when bars and restaurants can, noting the majority of her booked events would have more than 50 people. Ms. Flores emphasized her events featuring the food truck is a creative way to generate revenue for her business.

The Council applauded Ms. Flores' creativity. Councilman Flynn noted if the same food truck came to all of Ms. Flores' events through August and was required to pay a fee for each, this would be very expensive. Ms. Flores provided information on how she has contacted food truck vendors, noting most were already booked, meaning she is using the same truck many times.

In response to a question from Deputy Mayor Turner as to whether she would be doing this if not for COVID-19, Ms. Flores stated she believes a diversity of events and opportunities is good for the community, but noted she would not be able to do this on normal weekends as her venue is usually booked months in advance. She stated this started because of COVID-19.

Ryan and Tammy Ortmann, owners of Ortmann's Red Iron Tavern, were invited to comment. Ms. Ortmann stated this is a new opportunity for their business. She noted her business does not serve food, so this supplements their sales, stating it has been well received by the community. Ms. Ortmann noted they also encourage people to order from other restaurants on the Square and bring it to their outdoor area for consumption and also bring food from home. She stated it is their request to have a food truck once a week during the summer on Friday evenings.

Council applauded the Ortmanns on their creativity, noting they have done much for their business.

In response to a question from Councilwoman Piersall, Mr. Ortmann stated they have always allowed people to bring in food from other restaurants. He stated they have invested a lot of time and money in their beer garden and want people to enjoy it. He noted they also wish to support the food trucks.

Deputy Mayor Turner noted he has heard from the restaurant owners if someone is eating from a food truck they are not eating from a restaurant and they (the food trucks) are undercutting the restaurants' prices when the restaurant owners have invested in the community. Ms. Ortmann responded they are hosting a food truck for up to five hours, one time per week, while they are encouraging their customers to order from local restaurants every day of the week. She stated they also encourage people coming off the train to investigate the restaurants on the Square and to eat there.

In response to a question from Deputy Mayor Turner concerning a business that has a food truck a few hours a day every day of the week, Mr. Ortmann stated people will make the choice on how to spend their money, opining a wider selection is better for everyone. He stated food trucks have a following so they may bring people from other communities who would not normally come to Woodstock.

In response to a question from Councilman Flynn, Ms. Ortmann stated they paid for the food truck's certificate. She stated they consider the food truck operators to be local as they work for the Moose.

In response to a question from Councilman Tebo, Ms. Ortmann stated they decided to bring a food truck in to bring more people to their beer garden. She stated they have spent a lot of money to help with outside service during this time of COVID-19, noting the food truck has been well received.

Deputy Mayor Turner thanked the Ortmanns on behalf of the Council for their investment in the community, noting they have turned their business into a wonderful venue. Ms. Ortmann stated they look forward to many more years in the community.

Mario Cortez, Holzlager Brewing Company, echoed the Ortmanns' comments. He stated he does not have a kitchen, opining he encourages customers to purchase food from other local businesses. He wanted Council to know his business experiences a significant benefit from food trucks. Mr. Cortez stated he is trying to do everything he can to work with his neighboring business owners to help everyone, noting he wishes to support local businesses especially during the current situation.

Deputy Mayor Turner opined the regulations for operating a food truck on private property should not be changed tonight, but should be looked at in the future as he is sensitive to the concerns of restaurant owners should multiple food trucks show up. He stated he would like input from businesses for a future discussion.

Councilman Tebo expressed support for loosening fees during this time to help businesses get back on their feet, but stated once this is over he would like to look at this as an issue that will be here for a while and possibly raise fees. He stated he looks at the short-term and long-term differently.

Councilman Flynn supported waiving fees for 2020, but still requiring registration so the City has a record of who is in Woodstock. He also supported revisiting the issue in 2021.

Councilman Piersall advocated for looking at making public and private property more similar, but expressed support for leaving the 150 feet from a restaurant regulation in place.

Opining the discussion has been worthwhile, Deputy Mayor Turner stated he does not sense a strong desire for major changes. He suggested revisiting the issue in July, opining the ordinance, which has not been changed since 2012, can be improved and updated with some creativity. He stated he still recognizes that the restaurants on Benton Street have concerns, noting he would have a problem if the food truck in question was present in the area more frequently. He emphasized he does not have a problem with the current frequency.

Deputy Mayor Turner noted Staff already has the administrative ability to grant or deny a current permit. In response, Mr. Stelford explained this further. Deputy Mayor Turner stated he is currently supportive of the frequency of the food truck operating at Ortmanns' and also the one at Flores' extending into July and August.

In response to a question from Deputy Mayor Turner, it was the consensus of the City Council that the frequency at Ortmanns and Flores described above is appropriate.

In response to a question from Deputy Mayor Turner, it was the consensus of the City Council that Staff monitor this situation and act on any issues or check back with Council if frequency becomes an issue.

It was the consensus of the City Council to direct Staff to look into ways to modify the ordinance by reaching out to the Benton Street businesses and those in the strip mall on Rt. 47 as well as food truck operators, and research the procedures utilized in other communities.

Deputy Mayor Turner noted Council is directing no major changes this evening.

## COMPARISON OF FOOD TRUCK REQUIREMENTS

	Term	Fee	Locations	Hours of Operation	Other Limitations
<b>Algonquin</b>					Only allowed as part of special event.
<b>Aurora</b>	Event-based, 6-month or annual	\$30 per event; \$100 for 4 events; \$250 for 6 months; \$500 for 12 months	100' from address point of restaurant; 500' from any City-approved festival/event	7 am. to 10 pm.	No fee if food truck is part of existing restaurant.
<b>Barrington</b>	Annual 7/1 to 6/30	\$100	500' of any parcel used for a public or private school, a train station or a commuter parking lot	9 am. to 8 pm.	
<b>Crystal Lake</b>	Annual 1/1 to 12/31	\$50	Allowed in any zoning district except residential, except if part of an approved special event	8 hours per 24-hour period,	Cannot operate outside regular business hours.
<b>Downers Grove</b>	12 months from issuance	\$100	500' from any food establishment (waived if consent received), school or Village approved festival/event	7 am. to 10 pm.	Limit of 10 permits issued each year. No more than 3 trucks allowed on site.
<b>Hampshire</b>	12 months from issuance	\$250	150' from main entrance of any restaurant	7 am. to 10 pm.	May operate only 1 specified day per week.
<b>Lake in the Hills</b>	Annual 1/1 to 12/31	\$100 per owner plus \$50 per truck	On public streets, with exceptions for major streets (i.e., Randall Road)	7 am. to 8:00 pm., 10:30 am. to 8:00 pm. on Sunday	6 food vendor licenses allowed, 3 solely for ice cream products
<b>McHenry</b>					No specific requirements. Treated as a temporary use.
<b>St. Charles</b>	Event-Based	\$85 if part of approved temporary event; otherwise no charge	None	Same as temporary event hours or regular business hours	May operate 2 days within a 7-day period

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

***An Ordinance Amending Title 3, Chapter 6 of the Woodstock, Illinois City Code  
Relating to Temporary Vendors and Mobile Food Trucks***

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 Mayor and City Council have determined that amendments to the Woodstock City Code are necessary to address Mobile Food Trucks.

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

SECTION 1: That Section 3.6.1, Definitions, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to add or delete the following:

OCCASION: A period of no more than three (3) consecutive days within a seven (7) day period.

HAWKING/PEDDLING: The use of the public streets by audibly soliciting orders for or selling goods, wares or other merchandise from a ~~moving~~ vehicle travelling from place to place in the course of making sales.

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

SOLICITING: The door to door seeking to sell goods, wares, merchandise, foodstuffs, services of any kind, nature or character for any kind of consideration for delivery at the premises where sold; or seeking to obtain orders for the purchase of goods, wares, merchandise, foodstuffs, services of any kind, character or description whatever for any consideration whatsoever for delivery at a future date; or seeking to obtain prospective customers for application or purchase of insurance of any type or character; or seeking to obtain subscriptions to books, magazines, periodicals, newspapers and every other type or kind of publication.

MOBILE FOOD TRUCK VENDOR: The operator or proprietor of a vehicle intended or designed for the cooking or preparation of hot and cold ready-to-eat food, prepackaged foods and drink for sale or distribution on a temporary basis at locations that may change from time to time.

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

SECTION 2: That Subsection A of Section 3.6.3, Temporary Vendors, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to add the following:

A. No person shall do business on public property in the city of Woodstock as a temporary vendor without a license, unless part of an approved event on the Square. Peddlers and Mobile Food Truck Vendors shall not be considered temporary vendors.

SECTION 3: That Subsection J of Section 3.6.3, Temporary Vendors, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to add or delete the following:

J. The fee for a temporary vendor's license for the first vehicle/~~concession~~ or temporary structure is one hundred dollars (\$100.00) per season, defined as the calendar year, January 1 through December 31. The fee for a temporary vendor's license for each subsequent vehicle/~~concession~~ or temporary structure owned by the same applicant shall be fifty dollars (\$50.00) per calendar year. All temporary vendor licenses shall terminate on December 31 following date of issuance.

SECTION 4: That Subsection K of Section 3.6.3, Temporary Vendors, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to add or delete the following:

K. Applicant must abide by all other conditions for approval as set forth by the city of Woodstock, including, but not limited to, location of ~~concession(s)~~ vehicle or temporary structure, duration of stay, placement of signage, use of auxiliary equipment, and trash collection.

SECTION 5: That Subsection L of Section 3.6.3, Temporary Vendors, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to add or delete the following:

L. Upon approval of the City Manager and upon satisfactory execution of a document stating same, the requirement for background checks and the fee for a temporary vendor's license may be waived for any not for profit group operating ~~a concession~~ as a temporary vendor by and for the exclusive benefit of the not for profit.

SECTION 6: That Subsection N of Section 3.6.3, Temporary Vendors, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to add or delete the following:

N. Any and all temporary vendor licenses shall be subject to any restrictions or conditions deemed ~~desirable by the city~~ necessary for the public health, safety and welfare by the City Manager or designee.

SECTION 7: That a new Subsection O, in Section 3.6.3, Temporary Vendors, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is added, as follows:

O. For sales tax reporting purposes, the City of Woodstock shall be the point of sale for all sales by a temporary vendor occurring within the corporate limits.

SECTION 8: That Subsection A of Section 3.6.5, Peddlers, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to delete the following:

A. No person shall engage in the business of ~~hawker or~~ peddler of any merchandise, article or thing in the city of Woodstock without a license.

SECTION 9: That Subsection K of Section 3.6.5, Peddlers, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is deleted.

SECTION 10: That Subsection L of Section 3.6.5, Peddlers, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to delete the following:

~~L. K.~~ No peddler ~~or hawker~~ shall be guilty of any fraud, cheating or misrepresentation, whether through himself or through an employee, while acting as a peddler, nor shall barter, sell or peddle any goods, wares, or merchandise other than those specified in his application for license.

SECTION 11: That Subsection M of Section 3.6.5, Peddlers, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is amended to add or delete the following:

~~M. L.~~ Any and all peddler's licenses shall be subject to any restrictions or conditions deemed ~~desirable by the city~~ necessary for the public health, safety and welfare by the City Manager or designee.

SECTION 12: That a new Subsection M, in Section 3.6.5, Peddlers, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is added, as follows:

M. For sales tax reporting purposes, the City of Woodstock shall be the point of sale for all sales by a peddler occurring within the corporate limits.

SECTION 13: That a new Section 3.6.6, Mobile Food Truck Vendors, in Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is added, as follows:

3.6.6: MOBILE FOOD TRUCK VENDORS:

A. No person shall do business on public or private property in the city of Woodstock as a Mobile Food Truck Vendor without a license, unless part of a farmer's market or special event otherwise approved by the city.

B. Possession of a Mobile Food Truck Vendor's license is a privilege, not a right; and the city reserves the right at the sole discretion of the City Manager to determine the number of Mobile Food Truck Vendor's licenses to be issued and to refuse issuance of or to rescind said license.

C. Any Mobile Food Truck Vendor who violates the terms or conditions of the license is subject to revocation of the license.

D. A mobile food truck shall not be located on any parcel zoned residential, unless approved by the City Manager as part of a special event.

E. A mobile food truck shall be situated on a suitable surface, as determined by the City Manager.

F. A mobile food truck shall not be located between an existing parking lot and the street and shall not interfere with fire lanes or with vehicular or pedestrian circulation. Any means of emergency ingress/egress to an existing principal use on a parcel shall not be blocked. The city, at the City Manager's (or the City Manager's designee's) sole discretion, may require that permit applications be reviewed by the Police and Public Works departments and the Woodstock Fire/Rescue District for public safety issues.

G. Proposed signage used in conjunction with a mobile food truck shall not conflict with the sign requirements of the Woodstock Unified Development Ordinance and may not present any safety hazard.

H. Portable lights, lights which flash, and similar attention-getting devices are not permitted. Outside amplifying equipment or noisemakers shall not be used.

I. Any power required for a mobile food truck located on public property shall be self-contained and shall not use utilities drawn from public property, unless otherwise approved by the city.

J. Mobile food trucks must provide receptacles for refuse or use waste receptacles unless otherwise authorized by the City Manager, and must properly dispose of all waste on a daily basis.

K. Mobile food trucks may not provide seating or tables for their customers.

L. Hours of operation for a Mobile Food Truck Vendor shall be limited to between 7:00 a.m. and 11:00 p.m.

M. Applications for a Mobile Food Truck Vendor's license shall be made to the office of the City Manager upon forms supplied by the city, not less than seven (7) calendar days in advance of the date for which the license is requested. No license shall be issued unless the application is completed in full.

N. In addition to the completed application, applicant must supply the following:

1) Signed, written permission from the property owner if the Mobile Food Truck Vendor will be located on private property. Mobile Food Truck Vendors locating on public property shall provide written permission from any business(es) or merchant(s) immediately adjacent to the area on which the mobile food truck will be located.

2) A site plan or map showing the location of the mobile food truck, with property lines, physical improvements, existing buildings and structures, parking areas and spaces, and similar features along with information regarding provisions for power, potable water, and sanitary waste disposal.

3). Depiction of the appearance and design of the mobile food truck, including exterior dimensions, signage, and exterior lighting features.

4) Proof of liability insurance for the activity to be licensed, naming the city of Woodstock as additional insured, in an amount not less than one million dollars (\$1,000,000.00) combined single limit.

5) A valid copy of all necessary licenses or permits required by the State and County health authorities for the operation of a mobile food truck.

6) A valid copy of the driver's licenses for all individuals operating the mobile food truck.

O. Prior to issuance of a license, applicant must:

1) Execute an indemnification and hold harmless agreement with the city of Woodstock for any and all claims related to the activity to be licensed.

2) Provide an affidavit of service stating that the applicant has notified, by first class US mail or e-mail, the owner(s) or proprietor(s) of any licensed food service establishment or restaurant within two-hundred and fifty (250) feet from the proposed mobile food truck location, as measured from a customer entrance of the private property location or from the proposed and approved public property location of the mobile food truck.

P. A Mobile Food Truck Vendor's license is valid for one (1) vehicle only and shall not be transferable from person to person, business to business or from place to place without the approval of the City Manager.

Q. The initial fee for a Mobile Food Truck Vendor's license is fifty dollars (\$50) for the first Occasion, as defined herein, and twenty-five dollars (\$25) for each subsequent Occasion, provided, however, that this fee shall be waived for any applicant having a brick and mortar restaurant or other licensed food service establishment operating in the city. A Mobile Food Truck Vendor's license shall be valid for a single Occasion, and no applicant shall be issued more than ten (10) licenses, unless otherwise approved by the City Council.

R. Any and all Mobile Food Truck Vendor's licenses shall be subject to any restrictions or conditions deemed necessary for the public health, safety and welfare by the City Manager or designee, and the license may be revoked for good cause shown by the City, including failure to comply with any provisions of the City Code or any risk to public health, safety and welfare.

S. For sales tax reporting purposes, the City of Woodstock shall be the point of sale for all sales from a mobile food truck occurring within the corporate limits.

SECTION 14: That Section 3.6.6, Distribution of Handbills, Samples, of Chapter 6, Temporary Vendors, Junk Dealers, Peddlers and Street and Sidewalk Advertising, of Title 3, Business and License Regulations, of the Woodstock City Code shall be and hereby is renumbered to Section 3.6.7.

SECTION 15: 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 16: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 17: This Ordinance shall be known as Ordinance 20-O-\_\_ and shall be in full force and effect on January 1, 2021, following 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 15<sup>th</sup> day of September, 2020, the foregoing Ordinance entitled ***An Ordinance Amending Various Sections of the Woodstock, Illinois City Code Relating to Temporary Vendors and Mobile Food Trucks***, was duly passed by said City Council.

The pamphlet form of Ordinance No. \_\_\_\_\_, 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)

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

### *An Ordinance Amending Various Sections of the City of Woodstock, Illinois Unified Development Ordinance Relating to Mobile Kitchens*

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 Mobile Kitchens; and

WHEREAS, on July 23, 2020, 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 recommendations of the Plan Commission and concur with said recommendations.

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

SECTION 1: That Section 2.2, Definitions, of Chapter 2, Definitions, of the Woodstock Unified Development Ordinance shall be and hereby is amended to delete the following:

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

SECTION 2: That the category Food and Beverage in TABLE 7A.4: Allowed and Special Use Table, of Chapter 7A, Use Districts, of the Woodstock Unified Development Ordinance shall be and hereby is amended to delete all references to Mobile Kitchens.

SECTION 3: That Subsection 7B.3.8.I, Mobile Kitchens, of Subsection 7B.3.8, Mobile Kitchens, of Section 7B.3 Accessory, Temporary, and Miscellaneous Uses, of Chapter 7B, Use Standards, of the Woodstock Unified Development Ordinance shall be and hereby is deleted in its entirety.

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 on January 1, 2021 following 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 15<sup>th</sup> day of September, 2020, the foregoing Ordinance entitled ***An Ordinance Amending Various Sections of the City of Woodstock, Illinois Unified Development Ordinance Relating to Mobile Kitchens***, was duly passed by said City Council.

The pamphlet form of Ordinance No. \_\_\_\_\_, 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)



**City of Woodstock**  
**Office of the City Manager**  
Phone (815) 338-4301 • Fax (815) 334-2269  
citymanager@woodstockil.gov  
www.woodstockil.gov

121 W. Calhoun Street  
Woodstock, Illinois 60098

Roscoe C. Stelford III  
City Manager

**TO:** Honorable Mayor and City Council  
**FROM:** Roscoe C. Stelford III, City Manager  
**DATE:** **September 15, 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:

**October 6, 2020 – City Council Meeting**

1. FOTOC Donation
2. Financing – Enhanced Street Resurfacing Program
3. No Parking on Greenley Street
4. Witty Donation to Library
5. Lighting of the Square
6. Cameras on the Square
7. Zoning Map Amendment – 304 W. Calhoun Street
8. Zoning Map Amendment – 124 N. Madison Street
9. Final Plat of Resubdivision for Aldi – Lake Avenue
10. Approval of a Class A-2 Liquor License for Lucky Café, 460 S. Eastwood Drive
11. UDO Text Amendments
12. Cleaning Services
13. Equipment Disposal
14. HVAC Preventive Maintenance and Hourly Rate Guarantee
15. Change Order #2 – Resurfacing & Reinstallation of Traffic Signals
16. RFQ – Cleaning Services

**October 20, 2020 – City Council Meeting**

1. Real Woodstock Presentation - Year in Review and First Quarter Update
2. Police Pension Levy Request
3. Service Awards
4. First Street Water Treatment Plant Brine Tank Construction
5. Traffic Code Revisions – Parking on W. Judd Street
6. Resolution Approving ITEP Grant Application for Destination Bike Path